

Annual Report

Town of Tewksbury Massachusetts



2013

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In Memoriam

<u>Person's Name</u>	<u>Position Held</u>
<i>Bissett, Eleanor</i>	<i>School Cafeteria Staff</i>
<i>Celino, Eleanor</i>	<i>Board of Selectmen's Office</i>
<i>Corey, Eleanor</i>	<i>Election Staff</i>
<i>Gaffney, Mary</i>	<i>Clerical Assistant, Library</i>
<i>Gangi, Hazel</i>	<i>Teacher</i>
<i>Hazel, Carol</i>	<i>Admin. Secretary, COA</i>
<i>Johnson, Elizabeth</i>	<i>Treasurer's Office</i>
<i>LeBlanc, Cynthia</i>	<i>Teacher</i>
<i>Lemieux, Joseph</i>	<i>Teacher</i>
<i>Marshall, James</i>	<i>DPW Staff</i>
<i>Marshall, Merrill</i>	<i>Firefighter</i>
<i>Murphy, Geraldine</i>	<i>Town Clerk's Office</i>
<i>Phalan, William</i>	<i>Personnel Board</i>
<i>Richardson, Rita</i>	<i>Senior Center Volunteer</i>
<i>Ryan, Charles</i>	<i>School Custodian</i>
<i>Senneville, Frances</i>	<i>Senior Center Volunteer</i>

General Government

*Biograph
Annual and Special Elections*

*Town Officers
Town Meeting Warrants*

*Town Committees
Elections*

Biograph

- 1. Town:**
Tewksbury, Massachusetts
Incorporated in 1734
- 2. County:**
Middlesex, ss.
- 3. Location:**
At the junction of two new superhighways in northeastern Massachusetts, U.S. Interstate 495 and U.S. Interstate 93. The Town is bordered on the north by the Merrimack River, northeast by the Town of Andover, southeast by the Town of Wilmington, southwest by the Town of Billerica and borders on the City of Lowell on the west. It is 21 miles from Boston, 50 miles from Worcester, 30 miles from Salisbury Beach, and 230 miles from New York City.
- 4. Population:**
2000 - 30,315
2005 - 30,730
2006 - 30,762
2007 - 32,382
2008 - 32,774
2009 - 33,067
2010 - 32,516 Annual Town Census
2010 - 28,961 Federal Census
2011 - 30,309
2012 - 30,077
2013 - 29,367
- 5. Land Areas:**
20.70 square miles
10,789.5 acres
- 6. Density:**
Person per square mile:
2000 - 1464
2006 - 1486
2007 - 1564
2008 - 1583
2009 - 1597
2010 - 1570
2011 - 1464
2012 - 1453
2013 - 1419
- 7. Climate:**
Mean annual precipitation - 43.40 inches
Mean Temperature - January - 26.6 degrees
July - 73.7 degrees.
- 8. Elevation:**
Highest Point: Ames Hill, 363 feet;
North section: 200 feet;
West section: 150 feet;
Center: 120 feet;
South section: 150 feet
(above mean sea level)
- 9. Topography:**
Fairly level terrain, with elevations varying from 100 feet to 200 feet above sea level. Soil is a mixture of sandy soil in southern section. Wet and moist and of good texture along the central and northern sections.
- 10. Established:**
Inhabitants separated from Billerica in 1733.
First Town Meeting held January 14, 1734.
Duly incorporated December 23, 1734.
- 11. Form of Government:**
Open Town Meeting
Five Member Elected Board of Selectmen
Appointed Town Manager

Elected Officers

Board of Selectmen

David H. Gay	2015
Todd R. Johnson	2016
Douglas W. Sears (Vice-Chair)	2014
James D. Wentworth (Clerk)	2016
Scott D. Wilson (Chair)	2015

School Committee

James A. Cutelis	2015
Brian H. Dick (Chair)	2014
Dennis G. Francis (Vice-Chair)	2015
Kristen M. Polimeno	2016
Lisa J. Puccia (Clerk)	2016

Planning Board

Robert A. Fowler	2018
Stephen G. Johnson, Jr.	2016
David J. Plunkett (Vice-Chair)	2015
Nancy L. Reed (Clerk)	2017
Vincent W. Spada (Chair)	2014

Moderator

Keith E. Rauseo	2014
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Library Trustees

Joseph C. Frank (Chair)	2016
Robert Homeyer	2014
Paige Ferry Impink (Vice-Chair)	2015
Patrick J. Joyce	2014
Patricia A. Pino	2015
Eugene F. Walsh (Clerk)	2016

Board of Health

Raymond Barry (Clerk)	2015
Kathleen M. Brothers	2015
Phillip L. French (Chair)	2016
Christine Kinnon	2016
Charles J. Roux (Vice-Chair)	2014

Town Clerk

Denise Graffeo	2014
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Housing Authority

John W. Deputat	2018
Marc A. DiFruscia	2016
Louise A. Gearty (Chair)	2014
Linda A. Ricardo-Brabant	2015
Robert F. Demers (State Appointee)	2016

School Committee/Regional Technical

Michael P. Kelley	2015
Patricia M.W. Meuse	2016

Appointive Officers

Animal Control Officer	Timothy Sullivan
Asst. Treasurer/Collector	Janice Metivier
Board of Health Director	Lou-Ann Clement
Building Commissioner	Ed Johnson
Chief Assessor	Christopher Wilcock
Computer Services	Stephen M. Hattori
Council on Aging Director	Linda Ricardo-Brabant
Director of Community Dev.	Steven Sadwick
Emergency Management	Capt. Michael Sitar, Jr.
Finance Director	Karen Shree Kucala
Fire Chief	Michael Hazel
Library Director	Diane Giarrusso
Planner/Conservation Agent	Kyle Boyd
Police Chief	Timothy Sheehan
Superintendent of Public Works	Brian Gilbert
Superintendent of Schools	John E. O'Connor
Town Counsel	Charles Zaroulis
Town Historian	Warren R. Carey
Town Manager	Richard Montuori
Treasurer/Collector	Kelly Odams
Veterans Agent	James Williams

Appointed Boards-Committees-Commissions

Board of Registrars

Denise Graffeo, Town Clerk
Edward Creamer
Frank Teague
Ruth Teague

Community Preservation Committee

Tom Churchill
Stephen Deackoff
Corinne A. Delaney
David H. Gay
Richard Montuori
Donna Pelczar
Nancy Reed

Computer Study Committee

David Aznavoorian
Stephen Hattori
Nathan Legvold
Scott Wilson
Keith Young

Conservation Commission

Sean Czarniecki
Stephen Deackoff
Stan Folta
Anthony Ippolito
Carolina V. Linder
Dennis Sheehan

Council on Aging

Joanne Aldrich
Joel Deputat
Virginia Desmond
Marie Durgan
Peg Keefe
Dvoralyne Kerr
Warren Layne
Rose McKenna
Paul McNaught
Lorene Patch
Joan Unger
Mark Wood

COA Alternate Members

OPEN
OPEN
OPEN

Bicycle and Pedestrian Advisory Committee

Ann Buskey
Sandra Campo
Peter L. Miller III
Brian J. Rutuccia
Scott Wilson

Economic Development Committee

Tracy Clement
David H. Gay
Patricia A. Lelos
Brian Linder
Richard Montuori
David J. Plunkett
Nancy Reed

Economic Development Process Review Committee

Susan Amato
Timothy H. Barnes
Joseph C. Giaimo
Todd Johnson
James M. Keeley
David Plunkett

Finance Committee

David Aznavoorian
Kelly P. Brooks
Thomas Cooke
Ralph F. Ford
Raymond Lisiecki
David J. McGinness
Damin Sutherby

Green Committee

Joseph Cary
Thomas L. Cooke
James J. Duffy
Robert A. Fowler
Steven Fugarazzo
Marc P. Ginsburg
Todd Johnson
Joseph Russell
Loretta Ryan
Anne Marie Stronach
Green Committee Alternate Member
Brian Dick

High School Building Committee

James Cutelis
Dennis Francis
Richard Guida
Ronald Hall
Patricia Lally
Richard Montuori
John C. O'Connor
Brenda Regan
Joseph Russell
Jeffrey Sands
Vincent Spada
Ann Marie Stronach

Historic Commission

Warren Carey
Thomas Churchill
Robert A. Hunter
Michael J. Hurton
M. Eileen McDonagh
Keith Rauseo
William Wyatt

Local Housing Partnership

Jay Axson
Laura Caplan
Stephen Deackoff
Corinne A. Delaney
David Gay
Greg Peters
Nancy Reed
Ron Roy
Raymond White

Mass. Cultural Council - (Arts Lottery Council)

Erin Buckley
John Buckley
Judith Dziadosz
Maria Galante
Betsy Greco
Marie I. Luciano
M. Eileen McDonagh
Christian Panasuk
Lisa Puccia
Jacqueline Stone

Personnel Relations Review Board

Teresa Belanger
Dawn Cathcart
David Gay
Steven Sadwick
Michele Stein

Public Events and Celebrations Committee

Lynn M. DeCost
David Gay
Cheryl A. Gay
Elaine Krauss
Mary Kate Little
Krissy M. Polimeno

Recycling Committee

Sandra Barbeau
Sean Czarniecki
Jae Gray
Pamela Meroski
Loretta Ryan
Joe Smeraldi
Kristin Smith

Scholarship and Education Fund Committee

Sandra Brinquinho
Thomas Churchill

William Deignan
John O'Connor
Keith Rauseo

School Facilities Study Committee

Arthy S. Bennett
Karla A. Branchaud
Michael J. Cahill
Stephen J. DeFrancesco
Shannon M. Demos
Barbara A. Lawton
Krissy Polimeno
Brenda M. Theriault-Regan
Anne Marie Stronach
Ex Efficio
Dr. John O'Connor

Special Act Charter Committee

Sandra Barbeau
James Biewener
Elizabeth Carey
Dean Graffeo
Ronald Hall
Richard O'Neill
Vincent Spada
Scott Wilson
Ex Efficio Members
Denise Graffeo
Keith Rauseo
Richard Montuori

Tewksbury Beautification Committee

Tracy Clement
Daniel Elliman
Paige F. Impink
Joseph Mazzola
Douglas W. Sears
Jacqueline Stone
Sandra Wilson

Town Center Master Plan Committee

Brian K. Charron
Jonathan T. Ciampa
Stephen Johnson
Ames M. Keeley
Jacqueline Stone
James D. Wentworth
Scott Wilson

Trust Fund Commission

Warren Carey
Kelly Odams
Janice Metivier

Zoning Board of Appeals

Marc DiFruscia
Robert Dugan
Leonard G. Dunn

ZBA Associate Members

Jamie Doherty
Gerald Kutcher

Federal and State Government

PRESIDENT

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U.S. SENATOR

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Town Meetings and Elections

Annual Town Election April 6, 2013

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the Senior Center for Precincts 1 and 1A; at the Recreation Center for Precincts 2 and 2A; at the Lowell Assembly of God for Precincts 3 and 3A; and at the Library for Precincts 4 and 4A, the following business was transacted. Registered on the ballot boxes in the eight Precincts showed 0000, and check lists were in order. Polls opened at 8:00 AM and closed at 8:00 PM. There were 2,750 ballots cast.

Precinct 1	Eleanor Beattie, Warden	Ellen M. Keefe, Clerk
Precinct 1A	Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2	Katherine Maher, Warden	Marie T. Magro, Clerk
Precinct 2A	Gail Pollard, Warden	Cheryle Laffey, Clerk
Precinct 3	David Barletta, Warden	Laurence Bairstow, Clerk
Precinct 3A	Mary Pilcher, Warden	Loretta Ryan, Clerk
Precinct 4	John Coviello, Warden	Rita O'Brien Dee, Clerk
Precinct 4A	Teresa Perrotta, Warden	Dorothy McGrath, Clerk

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Total Votes Cast	310	387	321	294	341	381	296	420	2,750

BOARD OF SELECTMEN

(Vote for 2)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	86	105	87	81	99	117	65	98	738
Todd R. Johnson	190	259	159	141	211	223	187	257	1,627
Mary Ellen Fernald	42	51	45	36	54	48	46	64	386
Robert T. Marcin	25	27	14	19	24	51	34	44	238
Richard E. Menard	36	79	133	89	36	58	69	97	597
Kenneth A. Miano	34	60	65	74	50	57	50	59	449
James D. Wentworth	206	191	138	146	205	206	139	220	1,451
Write-ins	1	2	1	2	3	2	2	1	14
TOTAL	620	774	642	588	682	762	592	840	5,500

SCHOOL COMMITTEE

(Vote for 2)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	115	132	134	129	120	161	99	146	1,036
Kristen M. Polimeno	244	297	220	216	269	270	222	305	2,043
Raymond A. Lisiecki	119	163	116	102	151	156	116	208	1,131
Lisa J. Puccia	139	182	170	139	141	175	154	179	1,279
Write-ins	3	0	2	2	1	0	1	2	11
TOTAL	620	774	642	588	682	762	592	840	5,500

PLANNING BOARD

(Vote for 1)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	70	91	84	84	84	113	59	110	695
Robert A. Fowler	237	291	234	207	253	265	235	305	2,027
Write-ins	3	5	3	3	4	3	2	5	28
TOTAL	310	387	321	294	341	381	296	420	2,750

BOARD OF HEALTH (3 YR TERM)

(Vote for 2)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	145	164	149	134	162	173	118	184	1,229
Phillip L. French	196	233	172	170	230	225	173	244	1,643
Christine E. Kinnon	184	248	171	181	202	240	194	262	1,682
James M. Killion	94	127	150	95	88	123	105	148	930
Write-ins	1	2	0	8	0	1	2	2	16
TOTAL	620	774	642	588	682	762	592	840	5,500

BOARD OF HEALTH (2 YR UNEXPIRED TERM)

(Vote for 1)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	61	73	68	74	71	86	59	89	581
Raymond M. Barry	113	117	137	114	176	189	130	182	1,158
Joseph F. Knight III	134	197	115	103	92	106	107	147	1,001
Write-ins	2	0	1	3	2	0	0	2	10
TOTAL	310	387	321	294	341	381	296	420	2,750

LIBRARY TRUSTEE

(Vote for 2)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	196	221	210	178	211	268	180	270	1,734
Joseph C. Frank	209	273	214	206	231	238	200	280	1,851
Eugene F. Walsh	213	277	218	199	239	253	209	285	1,893
Write-ins	2	3	0	5	1	3	3	5	22
TOTAL	620	774	642	588	682	762	592	840	5,500

SHAWSHEEN REGIONAL TECHNICAL SCHOOL COMMITTEE

(Vote for 1)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	16	20	23	12	21	23	19	22	156
Patricia M. W. Meuse	172	229	192	174	201	209	174	256	1,607
Richard O'Neill, Jr.	122	138	106	106	119	149	103	142	985
Write-ins	0	0	0	2	0	0	0	0	2
TOTAL	310	387	321	294	341	381	296	420	2,750

HOUSING AUTHORITY

(Vote for 1)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	86	90	87	85	87	110	72	114	731
John W. Deputat	224	295	233	206	254	271	224	306	2,013
Write-ins	0	2	1	3	0	0	0	0	6
TOTAL	310	387	321	294	341	381	296	420	2,750

# Eligible Voters	20,931
Total Votes Cast	2,750
Percent	13.1%

Special State Primary

April 30, 2013

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the Senior Center for Precincts 1 and 1A; at the Recreation Center for Precincts 2 and 2A; at the Lowell Assembly of God for Precincts 3 and 3A; and at the Library for Precincts 4 and 4A, the following business was transacted. Registered on the ballot boxes in the eight Precincts showed 0000, and check lists were in order. Polls opened at 7:00 AM and closed at 8:00 PM. There were 3,154 ballots cast.

Precinct 1	Eleanor Beattie, Warden	Ellen M. Keefe, Clerk
Precinct 1A	Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2	Kathleen M. Brothers, Warden	Katherine Maher, Clerk
Precinct 2A	Gail Pollard, Warden	Cheryle Laffey, Clerk
Precinct 3	Judith Colman, Warden	David Barletta, Clerk
Precinct 3A	Mary Pilcher, Warden	Loretta Ryan, Clerk
Precinct 4	John Coviello, Warden	Rita O'Brien Dee, Clerk
Precinct 4A	Teresa Perrotta, Warden	Robert MacInnis, Clerk

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Democrat	264	296	243	193	271	253	299	321	2,140
Republican	126	145	98	91	142	139	143	130	1,014
Total Votes Cast	390	441	341	284	413	392	442	451	3,154

DEMOCRAT

SENATOR IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	1	1	0	0	0	0	0	0	2
Stephen F. Lynch	155	185	150	117	175	151	172	193	1,298
Edward J. Markey	108	110	93	76	95	101	126	128	837
Write-ins	0	0	0	0	1	1	1	0	3
TOTAL	264	296	243	193	271	253	299	321	2,140

REPUBLICAN

SENATOR IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	1	1	0	0	0	0	1	1	4
Gabriel E. Gomez	56	78	45	50	82	68	71	68	518
Michael J. Sullivan	43	49	40	32	45	59	53	46	367
Daniel B. Winslow	25	16	13	9	15	11	18	15	122
Write-ins	1	1	0	0	0	1	0	0	3
TOTAL	126	145	98	91	142	139	143	130	1,014

# Eligible Voters	20,953
Total Votes Cast	3,154
Percent	15.1%

Annual Town Meeting

May 6 & 8, 2013

Tewksbury Memorial High School
320 Pleasant Street
2013 Annual Town Meeting
May 6 & 8, 2013

Moderator Keith Rauseo called to order the 2013 Annual Town Meeting at 8:00 PM given that a quorum of voters was present and a properly served and returned warrant was in possession. Mr. Rauseo welcomed attendees, who have come to participate in the governing of our Town.

To offer the invocation, the Moderator invited Tewksbury Selectman Douglas Sears, Pastor of Unity Boston Church, in Brookline to the podium.

In 2012, Tewksbury lost several individuals who gave years of service to our community. Their names are listed on page 4 of the 2012 Annual Town Report. Moderator Rauseo read the names of those individuals into the record.

Moderator Rauseo's opening statements reflected upon a few recent incidents that have had a great impact on our community:

"Since our last Town Meeting in October, the actions of a miserable few have ironically, but not unexpectedly, brought out the best of humanity. In Newtown, Connecticut, during an unthinkable school shooting, educators acted as human shields to protect their students. In Boston, public safety personnel and race volunteers ran into a war zone to assist the victims of the Marathon bombing, who have shown incredible resiliency and courage themselves. In Watertown, police engaged in a surreal firefight on neighborhood streets, and joined with military personnel in an unprecedented manhunt to capture the remaining terrorist. And an 8-year-old boy left us with the heartbreaking but poignant message: "No more hurting people. Peace".

Moderator Rauseo called for a Moment of Silence in memory and in honor of our late town employees; all other residents who passed away last year; the victims and heroes of Newtown, Boston, and Watertown; and the servicemen and women around the world who put themselves on the line every day for our protection and freedom.

To represent our first responders, Fire Chief Michael Hazel, Police Chief Timothy Sheehan, Superintendent of Schools Dr. John O'Connor, and Veterans Agent James Williams led the Assembly in The Pledge of Allegiance.

To honor our nation and our flag, Ally Lewis of the TMHS class of 2013, sang our National Anthem.

The Moderator designated the visitors section and reminded the visitors to display their red ribbons and the voters to display their yellow voting ribbons. He informed the Assembly of the Town Meeting Guidelines printed on the back of the Warrant. He pointed out the emergency exits and reminded those who have cell phones to turn them off or to put them on vibrate. Moderator Rauseo explained general Town Meeting guidelines and procedures including the process necessary for a voter to make an amendment on an article. He reminded those in attendance, "Town Meeting works when voters respect its rules and respect each other. Recent events have brought us all together. Let's maintain that spirit throughout Town Meeting, and keep any disagreements civil."

Mr. Thomas Cooke, the chairman of the Finance Committee, will make the first motion on every article unless the Finance Committee is deferring to another board.

Scott Wilson, Chairman of the Board of Selectmen, announced that the Annual Post Office Food Drive will be held on Saturday, May 11, 2013. All items collected will benefit the 250 families that the Tewksbury Food Pantry supports monthly. Residents who wish to contribute should leave non-perishable food items by their mailbox on Saturday. For more information, those interested may visit the Food Pantry's website at www.tewksburypantry.org

On Monday May 6, 2013, there were 324 voters and 24 visitors in attendance.

Finance Committee Chairman, Thomas Cooke, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 8:12 PM 5/6/13

Town Manager, Richard Montuori, gave an overview of the Town's budget.

After the adoption of James Giasullo's amendment to Article 4 at 10:21 PM, in consideration of the Town Manager's request to offer amendments to re-balance the budget, the Moderator re-opened for debate, the following budget classifications; General Government, Community Services, Department of Public Works, and Unclassified, and there were no objections. Moderator Rauseo called for a brief recess to give time for the Town Manager to prepare his amendment to Article 4. Town Meeting reconvened at 10:30 PM.

Moderator Rauseo announced that he will step aside for discussion on Article 38, because he is the sponsor. Town Clerk, Denise Graffeo, presided over Article 38 pursuant to MGL Chapter 39, Sec. 14.

Finance Committee Chairman, Thomas Cooke, motioned to Adjourn the Monday session of the 2013 Annual Town Meeting to Wednesday May 8, 2013 at 8:00 PM and this motion was Adopted. 11:05 PM 5/6/13

Moderator Rauseo re-opened the 2013 Annual Town Meeting on Wednesday, May 8, 2013 at 8:00 PM

Veteran's Agent, James Williams reminded residents of the Memorial Day ceremony which will be held in the Tewksbury Cemetery on May 27, 2013 beginning at 12:45 PM with a parade to follow beginning at the Town Common at 2:00 PM.

On Wednesday, May 8, 2013 there were 300 voters and 27 visitors in attendance.

Finance Committee Chairman, Thomas Cooke, motioned to Adjourn the 2013 Annual Town Meeting Sine Die, and this motion was Adopted. 10:11 PM 5/8/13



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO
TOWN CLERK

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

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41,

Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant, on May 6, 2013.

APPROPRIATION CERTIFICATE – ANNUAL TOWN MEETING – MAY 6 & 8, 2013

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM FREE CASH	TRANSFER FROM OTHER AVAILABLE FUNDS	CPA APPROP	ENTERPRISE FUNDS	WATER ENTER RETAINED	SEWER ENTER RETAINED	REVOLVING FUNDS	
4	GENERAL FUND BUDGET	88,535,324.	466,995.						
5	SEWER ENT. FUND				6,103,578.				
6	WATER ENT. FUND				5,625,637.				
7	TOWN ONE TIME ITEMS		635,368.						
8	SCHOOL ONE TIME ITEMS		608,345.						
9	HIGH SCHOOL MAINTENANCE	125,000.							
10	MICROWAVE SYSTEM		100,000.						
11	WATER TREATMENT RENOVATION					1,250,000.			
12	WATER SYSTEM IMPROVEMENTS				175,000.				
13	WATER SYSTEM VEHICLE		29,500.		25,000.		25,000.		
14	SEWER SYSTEM IMPROVEMENTS						130,000.		
15	TAX RELIEF PROGRAM		35,000.						
16	RECYCLING REVOLVING							200,000.	
17	HYDRANT MARKER REVOLVING							20,000.	
18	RAIL TRAIL			35,000.					
19	WAMESIT STATUE			7,500.					
20	COMMUNITY PRESERVATION			771,435.					
21	AFFORDABLE HOUSING		2,414,502.						
27	REVOLVING FUNDS							365,000.	
	TOTALS	88,535,324	591,995.	3,822,715.	813,935.	11,929,215.	1,250,000.	155,000.	585,000

Raise & Appropriate \$88,535,324.00

Transfer From Free Cash \$591,995.00

Transfers \$3,822,715.00

CPA Appropriation \$813,935.00

Enterprise Funds \$11,929,215.00

Total Water Enterprise Retained \$1,250,000.00

Total Sewer Enterprise Retained \$155,000.00

Revolving Funds \$585,000.00

ATTEST:
DENISE GRAFFEO
TOWN CLERK

SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot,

To choose all necessary Town Officers, by ballot, Two (2) members of the Board of Selectmen for three (3) years; Two (2) members of the School Committee for three years; One (1) member of the Planning Board for five years; Two (2) members of the Board of Health for three years; One (1) member of the Board of Health (unexpired seat) for two years; Two (2) Library Trustees for three years; One (1) position on the Shawsheen Regional Technical School Committee for three years; and One (1) member of the Housing Authority for five years.

Accomplished at the April 6, 2013 Annual Town Election

SECTION 2

ARTICLE 2	Elected Official Salaries	
ARTICLE 3	Consent Calendar	
ARTICLE 4	Budget	
ARTICLE 5	Budget Related	Sewer Enterprise Fund
ARTICLE 6	Budget Related	Water Enterprise Fund
ARTICLE 7	Budget Related	One Time Expenditures
ARTICLE 8	Budget Related	Town Wide School Maintenance
ARTICLE 9	Budget Related	Maintain/Upkeep for High School
ARTICLE 10	Budget Related	Town/School Communication System
ARTICLE 11	Budget Related	Water Treatment Plant Renovation/Upgrade
ARTICLE 12	Budget Related	Water System Improvements
ARTICLE 13	Budget Related	Water/System Vehicle
ARTICLE 14	Budget Related	Sewer System Improvements
ARTICLE 15	Budget Related	Tax Relief Programs
ARTICLE 16	Budget Related	Recycling Revolving Funds
ARTICLE 17	Budget Related	Hydrant Marker Revolving Fund
ARTICLE 18	Budget Related	Tewksbury Trail Rail
ARTICLE 19	Budget Related	Wamesit Indian Statue
ARTICLE 20	Budget Related	Affordable Housing
ARTICLE 21	Budget Related	AHTF Allocation Plan
ARTICLE 22	Budget Related	Easement – Towers Drive/Main Streets
ARTICLE 23	Budget Related	Affordable Housing

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the fiscal year 2014.

	<u>FY13 Budgeted</u>	<u>FY14 Requested</u>
<u>BOARD OF HEALTH</u>		
Chairman	405	405
Members (4)	315	315
<u>MODERATOR</u>		
	450	450
<u>PLANNING BOARD</u>		
Chairman	1080	1080
Members (4)	765	765
<u>SCHOOL COMMITTEE</u>		
Chairman	2700	2700
Members (4)	2250	2250
<u>SELECTMEN</u>		
Chairman	5400	5400
Members (4)	4500	4500

The Moderator noted a Scrivener’s error on page 4 of the Warrant. “FY13 Present” should be “FY 13 Budgeted”, and there were no objections.

Motion: The Finance Committee motioned to Adopt Article 2

Vote: Article 2 was Adopted 8:13 PM 5/6/13

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

ARTICLE 3

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

- ARTICLE 3-24 Accept the Annual Report
- ARTICLE 3-25 Lease/Purchase Agreement
- ARTICLE 3-26 Authorize Chapter 90 Funds
- ARTICLE 3-27 Re-Authorize Revolving Funds

Motion: The Finance Committee motioned for Adoption of Consent Calendar Articles 3-24, 3-25, 3-26, and 3-27

Vote: Consent Calendar Articles 3-24, 3-25, 3-26, and 3-27 were Adopted 8:14 PM 5/6/13

ARTICLE 3-24

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 Article 3-24

Voted: Article 3-24 was Adopted 8:14 PM 5/6/13

Executive Summary: The purpose of the article is to accept the report of various Town officers; which are in the 2012 Town Report located on the Town's Website.

ARTICLE 3-25

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 Article 3-25

Voted: Article 3-25 was Adopted 8:14 PM 5/6/13

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

ARTICLE 3-26

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

Town Manager

Motion: The Finance Committee motioned to Adopt Article 3-26

Voted: Article 3-26 was Adopted 8:14 PM 5/6/13

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

ARTICLE 3-27

To see if the Town will vote to re-authorize under the provisions of Chapter 44 Section 53E1/2 of the Massachusetts General Laws, the following self-sufficient revolving funds as noted below. The funds shall be credited will all amounts received relating to the activities listed below. Expenditures of the funds shall be authorized by the person(s) noted below or their designee. The total amount which may be expended from the funds in any given fiscal year shall be limited to the individual amounts listed below; or take any action relative thereto.

**TOWN OF TEWKSBURY
REVOLVING FUNDS**

NAME	DEPARTMENT	PURPOSE	AUTHORIZATION	EXPENDITURE
Council on Aging	Council on Aging	Trips and Activities	Town Manager	\$50,000
Parks and Recreation	Parks and Recreation	Summer Program/Activities	Town Manager	\$200,000
Emergency 72 Hour Go Kits	Board of Health	Purchase and Sell "Emergency 72 Hour Go Kits" to Tewksbury Residents	Health Director and Town Manager	\$10,000
Traffic Signage	Dept. of Public Works	Purchase, Manufacture and Installation of Street and Traffic Signage, including Pavement Markings	Town Manager	\$10,000
GIS	Community Development	Operate a Geographical Information System	Town Manager	\$25,000
Stormwater	Dept. of Public Works	Maintain Stormwater	Town Manager	\$50,000
Records Preservation	Town Clerk	Preservation and Safe Keeping of Historic Records	Town Clerk	\$20,000

Town Manager

Motion: The Finance Committee motioned to Adopt Article 3-27

Voted: Article 3-27 was Adopted

8:14 PM

5/6/13

Executive Summary: This article reauthorizes the Town to continue self-sufficient revolving fund accounts for the items listed above in the Town of Tewksbury. This article is always in the Annual Town Meeting as separate articles and was combined for simplicity.

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 and officers for the fiscal year which begins July 1, 2013; or take any action relative thereto.

TOWN OF TEWKSBURY
FY14 GENERAL FUND BUDGET

General Fund Budget Classification	FY2012 EXPENDED	FY2013 BUDGETED	FY2014 DEPT REQ	FY2014 TM REC	FY2014 AMENDED
General Government					
Moderator					
<i>Salaries</i>	563	450	450	450	450
<i>Operating</i>	-	75	75	75	75
<i>Capital Outlay</i>	-	-	-	-	-
Total Moderator Budget	563	525	525	525	525
Selectmen					
<i>Salaries</i>	28,490	26,384	26,384	26,384	26,384
<i>Operating</i>	173,464	112,413	111,140	111,140	111,140
<i>Capital Outlay</i>	-	-	-	-	-
Total Selectmen Budget	201,953	138,797	137,524	137,524	137,524
Town Manager					
<i>Salaries</i>	268,586	276,459	281,748	281,748	281,748
Water Enterprise Fund Allocation	(7,950)	(7,400)	(7,548)	(7,548)	(7,548)
Sewer Enterprise Fund Allocation	(7,950)	(7,400)	(7,548)	(7,548)	(7,548)
<i>Total Salaries Net of Allocations</i>	252,686	261,659	266,652	266,652	266,652
<i>Operating</i>	4,060	4,498	4,800	4,800	4,800
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Manager Budget	272,646	280,957	286,548	286,548	286,548
Total Town Manager Budget Net Allocations	256,746	266,157	271,452	271,452	271,452
Finance Committee					
<i>Salaries</i>	2,157	2,515	2,515	2,515	2,515
<i>Operating</i>	326	679	679	679	679
<i>Capital Outlay</i>	-	-	-	-	-
Total Finance Committee Budget	2,483	3,194	3,194	3,194	3,194
Town Counsel					
<i>Operating</i>	145,575	150,000	150,000	150,000	150,000
Total Operating	145,575	150,000	150,000	150,000	150,000
Administrative Services					
<i>Salaries</i>	41,550	45,779	51,903	51,903	51,903
Water Enterprise Fund Allocation	(484)	(674)	(746)	(746)	(746)
Sewer Enterprise Fund Allocation	(484)	(674)	(746)	(746)	(746)
Health Insurance Trust	-	-	-	-	-
<i>Total Salaries Net of Allocations</i>	40,582	44,431	50,411	50,411	50,411
<i>Operating</i>	18,357	12,950	13,415	13,415	13,415
Water Enterprise Fund Allocation	(180)	(194)	(201)	(201)	(201)
Sewer Enterprise Fund Allocation	(180)	(194)	(201)	(201)	(201)
<i>Total Operating Net of Allocations</i>	17,997	12,562	13,013	13,013	13,013
<i>Capital Outlay</i>	-	-	-	-	-
Total Administrative Services Budget	59,907	58,729	65,318	65,318	65,318
Total Administrative Services Budget Net Allocations	58,579	56,993	63,424	63,424	63,424
Town Clerk					
<i>Salaries</i>	163,340	176,638	186,921	186,921	186,921

General Fund Budget Classification	FY2012	FY2013	FY2014	FY2014	FY2014
	EXPENDED	BUDGETED	DEPT REQ	TM REC	AMENDED
<i>Operating</i>	14,319	12,165	15,005	15,005	15,005
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Clerk Budget	177,660	188,803	201,926	201,926	201,926
Election					
<i>Salaries</i>	21,886	37,600	14,400	14,400	14,400
<i>Operating</i>	8,227	10,750	6,430	6,430	6,430
<i>Capital Outlay</i>	-	-	-	-	-
Total Election Budget	30,113	48,350	20,830	20,830	20,830
Board of Registrars					
<i>Salaries</i>	2,850	2,850	2,850	2,850	2,850
<i>Operating</i>	100	700	700	700	700
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Registrars Budget	2,950	3,550	3,550	3,550	3,550
Computer Services					
<i>Salaries</i>	159,048	162,347	163,470	148,047	106,198
Water Enterprise Fund Allocation	(2,388)	(2,333)	(1,275)	(1,275)	(1,275)
Sewer Enterprise Fund Allocation	(2,388)	(2,333)	(1,275)	(1,275)	(1,275)
<i>Total Salaries Net of Allocations</i>	154,272	157,681	160,920	145,497	103,648
<i>Operating</i>	206,665	233,932	85,512	83,512	83,512
<i>Capital Outlay</i>	33,173	8,000	8,000	8,000	8,000
Total Computer Services Budget	398,886	404,279	256,982	239,559	239,559
Total Computer Services Budget Net Allocations	394,110	399,613	254,432	237,009	195,160
Total General Government	1,292,735	1,277,184	1,126,396	1,108,973	1,108,973
Total General Government Net Allocations	1,270,731	1,255,982	1,106,856	1,089,433	1,047,584
Finance Department					
Accounting					
<i>Salaries</i>	185,265	202,247	205,736	205,736	205,736
Water Enterprise Fund Allocation	(5,095)	(4,958)	(5,143)	(5,143)	(5,143)
Sewer Enterprise Fund Allocation	(5,095)	(4,958)	(5,143)	(5,143)	(5,143)
<i>Total Salaries Net of Allocations</i>	175,075	192,331	195,450	195,450	195,450
<i>Operating</i>	35,355	5,275	184,628	170,362	170,362
Water Enterprise Fund Allocation	(116)	(132)	(4,259)	(4,259)	(4,259)
Sewer Enterprise Fund Allocation	(116)	(132)	(4,259)	(4,259)	(4,259)
<i>Total Operating Net of Allocations</i>	35,123	5,011	176,110	161,844	161,844
<i>Capital Outlay</i>	-	-	-	-	-
Total Accounting Budget	220,620	207,522	390,364	376,098	376,098
Total Accounting Budget	210,198	197,342	371,560	357,294	357,294
Assessor					
<i>Salaries</i>	232,861	214,395	230,138	233,284	233,284
<i>Operating</i>	17,269	22,965	53,400	42,900	42,900
<i>Capital Outlay</i>	1,500	-	-	-	-
Total Assessor Budget	251,630	237,360	283,538	276,184	276,184
Treasurer/Collector					
<i>Salaries</i>	325,577	295,635	299,441	299,441	299,441
Water Enterprise Fund Allocation	(16,926)	(17,932)	(18,798)	(18,798)	(18,798)
Sewer Enterprise Fund Allocation	(16,926)	(17,932)	(18,798)	(18,798)	(18,798)
<i>Total Salaries Net of Allocations</i>	291,725	259,771	261,846	261,846	261,846
<i>Operating</i>	164,307	130,576	132,733	130,233	130,233
Water Enterprise Fund Allocation	(13,192)	(9,450)	(10,023)	(10,023)	(10,023)
Sewer Enterprise Fund Allocation	(13,192)	(9,450)	(10,023)	(10,023)	(10,023)
<i>Total Operating Net of Allocations</i>	137,923	111,676	112,687	110,187	110,187

General Fund Budget Classification	FY2012	FY2013	FY2014	FY2014	FY2014
	EXPENDED	BUDGETED	DEPT REQ	TM REC	AMENDED
<i>Capital Outlay</i>	-	-	-	-	-
Total Treasurer/Collector Budget	489,883	426,211	432,174	429,674	429,674
Total Treasurer/Collector Budget Net Allocations	429,647	371,447	374,533	372,033	372,033
Total Finance Department	962,133	871,092	1,106,076	1,081,956	1,081,956
Total Finance Department Net Allocations	891,475	806,148	1,029,630	1,005,510	1,005,510
Community Services					
Cable Television					
<i>Salaries</i>	2,853	2,160	2,160	2,160	2,160
<i>Operating</i>	463	969	969	969	969
<i>Capital Outlay</i>	-	-	-	-	-
Total Cable Television Budget	3,316	3,129	3,129	3,129	3,129
Veteran's Services					
<i>Salaries</i>	49,376	50,378	51,366	51,366	51,366
<i>Operating</i>	219,222	148,350	195,033	195,033	150,943
<i>Capital Outlay</i>	-	-	-	-	-
Total Veteran's Budget	268,598	198,728	246,399	246,399	202,309
Exceptional Children					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	-	-	-	-	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Exceptional Children Budget	-	-	-	-	-
Community Events					
<i>Operating</i>	1,350	3,100	3,100	3,100	3,100
<i>Capital Outlay</i>	-	-	-	-	-
Total Community Events Budget	1,350	3,100	3,100	3,100	3,100
Parks and Recreation					
<i>Salaries</i>	54,928	82,029	83,100	83,100	83,100
<i>Operating</i>	67,508	48,680	41,235	41,235	41,235
<i>Capital Outlay</i>	9,867	-	-	-	-
Total Parks and Recreation Budget	132,304	130,709	124,335	124,335	124,335
Total Community Services	405,568	335,667	376,963	376,963	332,873
Council on Aging					
<i>Salaries</i>	125,724	156,192	203,082	167,697	167,697
<i>Operating</i>	69,319	72,030	72,930	72,030	72,030
<i>Capital Outlay</i>	-	-	-	-	-
Total Council on Aging Budget	195,043	228,222	276,012	239,727	239,727
Facilities					
Town Hall					
<i>Salaries</i>	32,333	42,071	42,893	42,893	42,893
<i>Operating</i>	45,296	33,870	33,870	33,870	33,870
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Hall Budget	77,629	75,941	76,763	76,763	76,763
Auxiliary Buildings					
<i>Operating</i>	35,986	32,400	32,400	32,400	32,400
Total Auxiliary Buildings Budget	35,986	32,400	32,400	32,400	32,400
Cemeteries					

General Fund Budget Classification	FY2012	FY2013	FY2014	FY2014	FY2014
	EXPENDED	BUDGETED	DEPT REQ	TM REC	AMENDED
<i>Operating</i>	3,000	3,000	3,000	3,000	3,000
<i>Capital Outlay</i>	-	-	-	-	-
Total Cemeteries Budget	3,000	3,000	3,000	3,000	3,000
Total Facilities	116,616	111,341	112,163	112,163	112,163
Library					
<i>Salaries</i>	626,362	689,975	707,477	697,664	697,664
<i>Operating</i>	228,119	246,778	251,748	251,748	251,748
<i>Capital Outlay</i>	-	-	-	-	-
Total Library Budget	854,480	936,753	959,225	949,412	949,412
Planning and Development					
Planning (Community Development)					
<i>Salaries</i>	208,164	230,077	231,188	231,188	231,188
Wetlands Protection Allocation	(10,000)	-	-	-	-
Total Salaries Net of Allocations	198,164	230,077	231,188	231,188	231,188
<i>Operating</i>	19,608	20,785	24,285	24,285	24,285
<i>Capital Outlay</i>	-	-	-	-	-
Total Community Development Budget	227,772	250,862	255,473	255,473	255,473
Total Community Development Budget Net Allocations	217,772	250,862	255,473	255,473	255,473
Building Department					
<i>Salaries</i>	214,960	235,488	239,552	245,317	245,317
Water Enterprise Fund Allocation	(2,025)	(1,525)	(1,617)	(1,617)	(1,617)
Sewer Enterprise Fund Allocation	(5,570)	(3,557)	(3,772)	(3,772)	(3,772)
Total Salaries Net of Allocations	207,365	230,406	234,163	239,928	239,928
<i>Operating</i>	5,363	5,010	5,210	5,210	5,210
<i>Capital Outlay</i>	-	-	-	-	-
Total Building Department Budget	220,323	240,498	244,762	250,527	250,527
Total Building Department Budget Net Allocations	212,728	235,416	239,373	245,138	245,138
Board of Health					
<i>Salaries</i>	208,948	211,917	226,014	226,014	226,014
<i>Operating</i>	10,162	6,225	6,225	8,225	8,225
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Health Budget	219,109	218,142	232,239	234,239	234,239
Total Planning and Development	667,204	709,502	732,474	740,239	740,239
Total Planning and Development Net Allocations	649,609	704,420	727,085	734,850	734,850
Public Safety					
Police					
<i>Salaries</i>	4,883,486	5,094,245	5,295,466	5,253,288	5,253,288
<i>Operating</i>	574,353	550,490	435,823	435,823	435,823
<i>Capital Outlay</i>	122,852	114,117	163,325	163,325	163,325
Total Police Budget	5,580,690	5,758,852	5,894,614	5,852,436	5,852,436
Fire					
<i>Salaries</i>	3,852,908	4,150,970	3,909,857	3,875,556	4,226,556
<i>Operating</i>	250,983	326,421	271,206	271,206	271,206
<i>Capital Outlay</i>	373,464	-	-	-	-
Total Fire Budget	4,477,355	4,477,391	4,181,063	4,146,762	4,497,762
Emergency Management					

General Fund Budget Classification	FY2012	FY2013	FY2014	FY2014	FY2014
	EXPENDED	BUDGETED	DEPT REQ	TM REC	AMENDED
<i>Salaries</i>	4,827	4,637	4,637	4,637	4,637
<i>Operating</i>	24,552	26,635	27,685	27,685	27,685
<i>Capital Outlay</i>	13,753	-	11,100	-	-
Total Emergency Mgt. Budget	43,131	31,272	43,422	32,322	32,322
Parking Clerk					
<i>Salaries</i>	4,000	4,000	4,000	4,000	4,000
<i>Operating</i>	362	1,200	1,200	1,200	1,200
<i>Capital Outlay</i>	-	-	-	-	-
Total Parking Clerk Budget	4,362	5,200	5,200	5,200	5,200
Total Public Safety Budget	10,105,539	10,272,715	10,124,299	10,036,720	10,387,720
School Departments					
Tewksbury					
<i>Salaries</i>	24,578,563	25,338,760	26,450,081	26,234,650	26,234,650
<i>Operating</i>	11,905,082	12,243,226	12,157,510	12,157,510	12,157,510
<i>Capital Outlay</i>	20,000	20,000	20,000	20,000	20,000
Total School Operating Budget	36,503,645	37,601,986	38,627,591	38,412,160	38,412,160
<i>Offsets</i>	(1,615,300)	(1,857,000)	(2,004,837)	(2,004,837)	(2,004,837)
Net School Operating Budget	34,888,345	35,744,986	36,622,754	36,407,323	36,407,323
<i>Fixed Costs</i>					
<i>Health</i>	7,552,860	7,740,957.00	8,357,191	8,357,191	8,357,191
<i>Retirement</i>	866,844	903,772.00	961,625	961,625	961,625
<i>Medicare</i>	345,000	365,000.00	375,950	375,950	375,950
<i>Unemployment</i>	57,000	40,000.00	40,000	40,000	40,000
<i>Insurance</i>	112,951	112,951.00	152,918	152,918	152,918
<i>Principal</i>	10,000	10,000.00	11,945	11,945	11,945
<i>Long Term Interest</i>	1,575	1,325.00	1,464	1,464	1,464
<i>Short Term Interest</i>	-	-	-	-	-
Total Fixed Costs	8,946,230	9,174,005	9,901,093	9,901,093	9,901,093
Town Tewksbury School Budget	43,834,575	44,918,991	46,523,847	46,308,416	46,308,416
Exempt School Debt Principal	2,101,000	1,975,000	2,005,850	2,005,850	2,005,850
Exempt School Exempt Interest	632,695	1,199,064	1,083,175	1,083,175	1,083,175
Regional Vocational School	5,470,783	5,625,001	5,970,959	5,970,959	5,970,959
Total School Departments	52,039,053	53,718,056	55,583,831	55,368,400	55,368,400
Department of Public Works					
DPW Administration					
<i>Salaries</i>	220,680	271,389	287,899	282,907	282,907
<i>Water Enterprise Fund Allocation</i>	(40,248)	(65,756)	(68,356)	(68,356)	(68,356)
<i>Sewer Enterprise Fund Allocation</i>	(40,248)	(65,756)	(68,356)	(68,356)	(68,356)
<i>Total Salaries Net of Allocations</i>	140,184	139,877	151,187	146,195	146,195
<i>Operating</i>	129,574	120,130	118,730	118,230	118,230
<i>Water Enterprise Fund Allocation</i>	(30,149)	(30,033)	(29,558)	(29,558)	(29,558)
<i>Sewer Enterprise Fund Allocation</i>	(30,149)	(30,033)	(29,558)	(29,558)	(29,558)
<i>Total Operating Net of Allocations</i>	69,276	60,064	59,614	59,114	59,114
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Administration Budget	350,254	391,519	406,629	401,137	401,137
Total DPW Administration Budget Net Allocations	209,460	199,941	210,801	205,309	205,309
DPW Engineering					
<i>Salaries</i>	171,770	188,405	184,630	187,693	187,693

General Fund Budget Classification	FY2012	FY2013	FY2014	FY2014	FY2014
	EXPENDED	BUDGETED	DEPT REQ	TM REC	AMENDED
Water Enterprise Fund Allocation	(74,798)	(77,315)	(74,793)	(74,793)	(74,793)
Sewer Enterprise Fund Allocation	(42,298)	(46,307)	(54,792)	(54,792)	(54,792)
<i>Total Salaries Net of Allocations</i>	54,674	64,783	55,045	58,108	58,108
<i>Operating</i>	11,455	7,145	7,745	7,745	7,745
Water Enterprise Fund Allocation	(2,500)	(3,001)	(3,253)	(3,253)	(3,253)
Sewer Enterprise Fund Allocation	(2,500)	(2,429)	(2,633)	(2,633)	(2,633)
<i>Total Operating Net of Allocations</i>	6,455	1,715	1,859	1,859	1,859
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Engineering Budget	183,225	195,550	192,375	195,438	195,438
Total DPW Engineering Budget Net Allocations	61,129	66,498	56,904	59,967	59,967
DPW Highway					
<i>Salaries</i>	414,687	507,666	518,047	518,047	518,047
<i>Operating</i>	98,598	169,140	174,290	174,290	174,290
<i>Capital Outlay</i>	79,419	-	-	-	-
Total DPW Highway Budget	592,704	676,806	692,337	692,337	692,337
DPW Forestry					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	47,118	61,450	61,450	61,450	61,450
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Forestry Budget	47,118	61,450	61,450	61,450	61,450
DPW Fleet Maintenance					
<i>Salaries</i>	187,009	182,152	241,992	241,992	241,992
Water Enterprise Fund Allocation	(31,570)	(29,409)	(32,874)	(32,874)	(32,874)
Sewer Enterprise Fund Allocation	(31,570)	(29,409)	(32,874)	(32,874)	(32,874)
<i>Total Salaries Net of Allocations</i>	123,869	123,334	176,244	176,244	176,244
<i>Operating</i>	187,124	175,600	378,648	378,648	378,648
Water Enterprise Fund Allocation	(35,000)	(35,000)	(35,120)	(35,120)	(35,120)
Sewer Enterprise Fund Allocation	(35,000)	(35,000)	(35,120)	(35,120)	(35,120)
<i>Total Operating Net of Allocations</i>	117,124	105,600	308,408	308,408	308,408
<i>Capital Outlay</i>	126,119	-	-	-	-
Water Enterprise Fund Allocation	(6,502)	-	-	-	-
Sewer Enterprise Fund Allocation	(6,502)	-	-	-	-
<i>Total Capital Outlay Net of Allocations</i>	113,115	-	-	-	-
Total DPW Fleet Maint, Budget	500,253	357,752	620,640	620,640	620,640
Total DPW Fleet Maint, Budget Net Allocations	354,109	228,934	484,652	484,652	484,652
DPW Electrician					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	4,383	5,000	-	-	-
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Electrician Budget	4,383	5,000	-	-	-
DPW Snow and Ice					
<i>Salaries</i>	48,351	95,000	95,000	95,000	95,000
<i>Operating</i>	245,815	146,000	161,000	161,000	161,000
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Snow and Ice Budget	294,166	241,000	256,000	256,000	256,000
Street Lighting					
<i>Operating</i>	164,928	160,000	160,000	160,000	160,000
Total Street Lighting Budget	164,928	160,000	160,000	160,000	160,000
Solid Waste					
<i>Operating</i>	2,259,081	2,406,517	2,365,530	2,365,530	2,315,530
Total Solid Waste Budget	2,259,081	2,406,517	2,365,530	2,365,530	2,315,530

General Fund Budget Classification	FY2012	FY2013	FY2014	FY2014	FY2014
	EXPENDED	BUDGETED	DEPT REQ	TM REC	AMENDED
Total DPW Budget	4,396,112	4,495,594	4,754,962	4,752,532	4,752,532
Total DPW Budget Net Allocations	3,987,078	4,046,146	4,287,675	4,285,245	4,235,245
Unclassified					
Reserve Fund	-	70,344	214,061	214,061	0
Non-Exempt Principal Maturing Debt	122,330	114,330	115,495	115,495	115,495
Non Exempt Interest-Maturing Debt	26,888	24,028	15,534	15,534	15,534
Interest-Temporary Loans	-	1,000	1,000	1,000	1,000
Exempt Principal Maturing Debt	2,208,590	2,225,219	2,291,873	2,291,873	2,291,873
Exempt Interest-Maturing Debt	2,124,987	2,055,430	1,961,386	1,961,386	1,961,386
<i>Middlesex Retirement Assmt.</i>	4,474,377	4,664,837	4,974,958	4,974,958	4,974,958
Water Enterprise Fund Allocation	(258,523)	(275,770)	(318,543)	(318,543)	(318,543)
Sewer Enterprise Fund Allocation	(76,857)	(87,023)	(107,492)	(107,492)	(107,492)
<i>Total Retirement</i>	4,138,997	4,302,044	4,548,923	4,548,923	4,548,923
Occupational Injury Reserve	80,795	80,800	80,795	80,795	80,795
Unemployment Compensation	30,483	10,000	10,000	10,000	10,000
<i>Group Insurance</i>	4,545,200	4,480,352	4,620,244	4,620,244	4,620,244
Water Allocation	(206,378)	(227,067)	(233,962)	(233,962)	(233,962)
Sewer Allocation	(72,198)	(70,364)	(66,958)	(66,958)	(66,958)
<i>Total Group Insurance</i>	4,266,624	4,182,921	4,319,324	4,319,324	4,319,324
<i>Medicare Tax</i>	182,008	195,000	190,000	190,000	190,000
Water Enterprise Fund Allocation	(13,117)	(9,291)	(9,790)	(9,790)	(9,790)
Sewer Enterprise Fund Allocation	(2,457)	(3,465)	(3,322)	(3,322)	(3,322)
<i>Total Medicare Tax</i>	166,434	182,244	176,888	176,888	176,888
Fire and Liability Insurance	200,659	331,900	331,900	331,900	331,900
Total Unclassified Budget	13,996,316	14,253,240	14,807,246	14,807,246	14,807,246
Total Unclassified Budget Net Allocations	13,366,786	13,580,260	14,067,179	14,067,179	13,853,118
Total Budget Before Transfers, Allocations and Offsets	86,646,099	89,066,365	91,964,484	91,579,168	91,579,168
Total Budget Before Transfers Net Allocations/Offsets	83,881,978	85,995,709	88,650,918	88,265,603	88,265,603

General Fund Budget Classification	FY2012	FY2013	FY2014	FY2014	FY2014
	EXPENDED	BUDGETED	DEPT REQ	TM REC	AMENDED
Transfers					
To the Sewer Enterprise Fund	296,089	281,485	268,721	268,721	268,721
To the Water Enterprise Fund		-	-	-	-
Special Revenue		-	-	-	-
Town Trust Funds			-	-	-
Total Transfers	296,089	281,485	268,721	268,721	268,721
ATM General Fund Budget	84,178,067	86,277,194	88,919,639	88,534,324	88,535,324

Moderator, Keith Rauseo noted the following Scrivener's error on page 10 in the Warrant, "Total Patriotic Committee Budget" should be "Total Community Events Budget", and there were no objections

TOWN MANAGER, RICHARD MONTUORI'S AMENDMENT TO MAIN MOTION: 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, and officers, for the fiscal year which begins July 1, 2013; **and to transfer \$466,995 from certified General Fund Free Cash to reduce the Fiscal Year 2014 Tax Levy;** or take any action relative thereto.

Motion: Town Manager, Richard Montuori motioned to Amend Article 4
The Finance Committee motioned to Adopt Article 4 as Amended by the Town Manager
James Giasullo motioned to Amend Article 4
Selectman, David Gay motioned to allow Representative James Miceli to address the Assembly
Representative Miceli supported Mr. Giasullo's Amendment
Moderator Rauseo motioned to Move the Question on James Giasullo's Amendment
Town Manager, Richard Montuori motioned to further Amend Article 4
Fin Com Chair, Thomas Cooke motioned to Table Article 4 until Wednesday evening at 8:00 PM
Jay Kelley motioned for Indefinite Postponement of Town Manager's 2nd Amendment

Vote:	Town Manager, Richard Montuori's 1 st Amendment was Adopted	8:18 PM	5/6/13	
	The motion to allow Representative Miceli to address the Assembly was Accepted	8:51 PM	5/6/13	
	The motion to Move the Question on Mr. Giasullo's Amendment was Adopted	10:15 PM	5/6/13	
	James Giasullo's Amendment was Adopted (154 Yes/137 No)	10:21 PM	5/6/13	
	The motion to Table Article 4 was Defeated (101 Yes/ 81 No-2/3 required=121) PM	5/6/13		10:43
	The motion to Indefinitely Postpone the Town Manager's 2 nd Amendment Failed (71 Yes/110 No)	10:49 PM	5/6/13	
	Town Manager Richard Montuori's 2 nd Amendment was Adopted	10:50 PM	5/6/13	
	Article 4 was Adopted as Amended	10:51 PM	5/6/13	

Executive Summary: The purpose of the Article is to fund various department budgets for Fiscal Year 2014.

ARTICLE 5

To see if the Town will vote to raise and appropriate \$6,103,578 to operate the sewer enterprise fund; or take any other action relative thereto.

TOWN OF TEWKSBURY	
SEWER ENTERPRISE FUND	
FISCAL YEAR 2014 PROPOSED BUDGET	
Direct Expenses	
Salaries	304,474
Expenses	321,550
Capital Outlay	0
Lowell Sewer	1,280,000
Reserve Fund	60,000
Debt	3,684,683
Subtotal	<u>5,650,707</u>
Indirect Expenses	
Town Manager	7,548
Accounting	9,402
Computer Services	1,275
Treasurer/Collector	28,821
Administrative Services	947
Building Dept.	3,772
Dept. of Public Works	223,333
Group Insurance	66,958
Retirement	107,493
Medicare	3,322
Subtotal	<u>452,871</u>
Total	<u>6,103,578</u>
Projected Sewer Revenue	
User Fees	4,559,569
New Connections	50,558
Sewer Liens	500,000
Connection Fees	815,652
Application Fees	7,000
Prior Year Surplus	-
Transfer From General Fund	268,721
Total	<u>6,201,500</u>
Deficit/Surplus	<u>97,922</u>

Moderator, Keith Rauseo noted the following Scrivener's error on page 16 in the Warrant. The amount in the first sentence, \$6,091,199, should be \$6,103,578. There were no objections.

Motion: The Finance Committee motioned to Adopt, raise and appropriate \$6,103,578.00

Vote: Article 5 was Adopted

10:52 PM

5/6/13

Executive Summary: The purpose of this article is to fund the Sewer Enterprise Fund for FY14.

ARTICLE 6

To see if the Town will vote to raise and appropriate \$5,625,637 to operate the water enterprise fund; or take any action relative thereto.

TOWN OF TEWKSBURY	
WATER ENTERPRISE FUND	
FISCAL YEAR 2014 PROPOSED BUDGET	
Direct Expenses	
Salaries	1,351,128
Expenses	1,355,462
Capital Outlay	0
Reserve Fund	25,000
Debt	<u>2,038,188</u>
Subtotal	4,769,778
Indirect Expenses	
Town Manager	7,548
Accounting	9,402
Computer Services	1,275
Treasurer/Collector	28,821
Administrative Services	947
Building Dept	1,617
Dept of Public Works	243,954
Group Insurance	233,962
Retirement	318,543
Medicare	<u>9,790</u>
Subtotal	855,859
Total	<u>5,625,637</u>
Projected Water Revenue	
User Fees	5,741,916
Water Liens	650,000
Connection Fees	15,000
Total	6,406,916
Deficit/Surplus	781,279

Town Manager

Moderator, Keith Rauseo noted the following Scrivener’s error on page 17 in the Warrant, The amount in the first sentence, \$5,600,590, should be \$5,625,637. There were no objections.

Motion: The Finance Committee motioned to Adopt, raise and appropriate \$5,625,637.00

Vote: Article 6 was Adopted

10:53 PM

5/6/13

Executive Summary: The purpose of this article is to fund the Water Enterprise Fund for FY14.

ARTICLE 7

To see if the Town will vote to transfer from the Stabilization Fund the sum of \$635,368 for the following purposes; or take any action relative thereto.

Stormwater and Drainage Maintenance and Repair:	70,000
Design and Engineering of Repairs and Upgrades to the Center Fire Station and DPW Facility:	110,000
Fire Ambulance Upgrade:	125,000
DPW 6 Wheel Dump Truck with Plow and Sander:	170,000
DPW F250 4x4 with Plow:	35,000
Sick Leave Buyback:	125,368

Town Manager

Motion: The Finance Committee motioned to Adopt, transfer from available FY 2013 Stabilization Fund the amount of \$635,368.00 for the purpose of line item amounts in this Article

Vote: Article 7 was Adopted/Unanimous (2/3 required) 10:55 PM 5/6/13

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund for various one-time expenditures: Stormwater and Drainage Maintenance and Repair: \$70,000 will be used for repairing drainage manholes and mapping a portion of the drainage system as required by DEP; Design and Engineering of Repairs and Upgrades to the Center Fire Station and DPW Facility: \$110,000 will be used to design and engineer need repairs and upgrades to the Center Fire Station and DPW for areas such as windows, roof, ceiling, exterior and interior walls of each facility; Fire Ambulance Upgrade: \$125,000 will replace 2007 Ford E-450 Horton Ambulance with like model to maintain two-year ambulance replacement program. Instead of a traditional new 2013 ambulance chassis and box which would cost approximately \$160,000 the plan will be to remount the Horton box on a 2013 Ford E-450 chassis. DPW 6 Wheel Dump Truck with Plow and Sander: \$170,000 will be used to replace a 1996 Mack dump truck with 60,000 miles and over 5800 hours of use and has reached its maximum return as a front line truck. DPW F250 4x4 with Plow: \$35,000 will be used to replace a ¾ ton Dodge pick-up with plow. Sick Leave Buy-back: \$125,368 Funds will be used to pay for sick leave buy back as required in the Town’s Collective Bargaining Agreements or Personnel By-law.

ARTICLE 8

To see if the Town will vote to transfer from the Stabilization Fund the sum of \$608,345 for the following purposes; or take any action relative thereto.

School Buildings and Maintenance	284,345
School Technology	139,000
School Instructional	185,000

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer from available FY 2013 Stabilization Fund the amount of \$608,345.00 for the line item amounts in this Article

Vote: Article 8 was Adopted/Unanimous (2/3 required) 10:56 PM 5/6/13

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund, for the above one-time expenditures. These expenditures have been identified and prioritized by both School Administration and the School Committee and are needed in order to maintain School facilities/infrastructure while providing students with a quality educational experience.

ARTICLE 9

To see if the Town will vote to transfer from the certified General Fund Free Cash the sum of \$125,000 for the purpose of maintaining the Tewksbury Memorial High School; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt, transfer from end of FY 2013 Certified Free Cash, the amount of \$125,000.00 for the purpose of this Article

Vote: Article 9 was Adopted 11:04 PM 5/6/13

Executive Summary: This article will be used by the School Department to maintain and upkeep of the High School Building.

ARTICLE 10

To see if the Town will vote to transfer from the Stabilization Fund the sum of \$100,000 for the purpose of upgrading to the Town's Micro-wave Communications System; or take any action relative thereto.

Town Manager

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund for various one-time expenditures to upgrade the outdated equipment in the Town's Micro-wave Communications System. Since the microwave system is at capacity, the Town and the School Department are unable to move forward with any technological advances that are necessary for the Town and School Department operations. The microwave system must be upgraded so as to increase its capacity and reliability so that the Town and School Department can implement technologies such as security video surveillance and systems that will help the Town and School Department operate in a more efficient and safe manner.

Motion: The Finance Committee motioned to Adopt; transfer from FY 2013 Stabilization Fund the amount of \$100,000.00 for the purposes in this Article

Vote: Article 10 was Adopted/Unanimous (2/3 required) 8:02 PM 5/8/13

ARTICLE 11

To see if the Town will vote to transfer the sum of \$1,250,000 from Water Enterprise Retained Earnings to be expended by the Town Manager for the cost of design, engineering and contracting the services of a Project Manager/Clerk of the Works for renovating and upgrading the Town's Water Treatment Plant, including the payment of all costs incidental and related thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt, transfer the amount of \$1,250,000.00 from Water Enterprise System retained earnings

Vote: Article 11 was Adopted 8:06 PM 5/8/13

Executive Summary: This article allows the Town to utilize \$1,250,000 from Water Retained Earnings available as of July 1, 2012, which has a balance of \$1,251,088 for the design, engineering and owner's project management of renovating and upgrading the Town's Water Treatment Plant. The Tewksbury Water Treatment Plant was built and came on-line in 1988. The plant is beyond its initial 20-year design life. Plant improvements began in FY13 with an assessment of the plant building and mechanical systems. The assessment has identified numerous deficiencies and needed upgrades. This project proposes to design and engineer upgrades of the building envelope, existing mechanical equipment and other ancillary equipment currently in critical condition that may result in failure; further assessing treatment options through piloting various treatment methods (DEP requirement) to incorporate into the plant's design; and to secure Project Manager/Clerk of the Works. Construction phases are not scheduled to begin until FY2015 and the projected cost is \$8,000,000.

ARTICLE 12

To see if the Town will vote to raise and appropriate the sum of \$ 175,000 from the Water Enterprise Fund to undertake the following:

Hydrant Replacement Program:	\$100,000
Water Distribution System Improvements Engineering/Design:	\$35,000
Water Tank Upgrades and Improvements:	\$40,000

or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt, raise and Appropriate the sum of \$175,000.00 from the Water for Water Enterprise capital projects and programs

Vote: Article 12 was Adopted 8:07 PM 5/8/13

Executive Summary: This article allows the Town to raise \$175,000 from the Water Enterprise Fund to be expended by the Town Manager for the following purposes: Hydrant Replacement Program: \$100,000 for the continuation of an ongoing program of Hydrant Replacement at various locations based upon survey of the current inventory. It has been estimated that 600 of the approximate 1600 hydrants need to be replaced over a ten year period. This article funds the replacement of 25 hydrants in FY14; Water Distribution System Improvements Engineering/Design: \$35,000 will be used for engineering and design of upgrades to the water main on Shawsheen St (Main St to Kenneth Lane); Water Tank Upgrades and Improvements: \$40,000 will be used for a comprehensive, cleaning and inspection of Astle Street and Colonial Street tanks.

ARTICLE 13

To see if the Town will vote to authorize the expenditure of \$29,500 from the Town’s Insurance Recovery Account and to further transfer \$25,000 from Sewer Retained Earnings and raise and appropriate \$25,000 from Water Enterprise Fund for a total of \$79,500 to purchase a Ford 550 Utility Motor Vehicle for the Water Sewer Department; or take any action relative thereto.

Town Manager

Moderator, Keith Rauseo noted the following Scrivener’s error on page 20 in the Warrant, In the Executive Summary, in the last sentence, “Water and” should be deleted There were no objections.

Motion: The Finance Committee motioned to Adopt, and transfer \$29,500 Vehicle Insurance Recovery Account and transfer from Water & Sewer Enterprise Retained funds \$25,000 respectfully for total \$79,500.00

Vote: Article 13 was Adopted 8:08 PM 5/8/13

Executive Summary: This article transfers funds received from an insurance claim to purchase a new vehicle within the DPW Water/Sewer Division. A DPW Water/Sewer Vehicle was in an accident that rendered the vehicle unsafe to drive. The insurance company paid the Town \$29,500 for replacement value but the funds are deposited in the Town’s Insurance Recovery Account and need Town Meeting approval to be expended by the Town Manager. Since the insurance proceeds are not enough to pay for the new vehicle, \$25,000 from Sewer Retained Earnings and \$25,000 raised in the Water Enterprise Fund will be needed. This article allows the Town to utilize Sewer Retained Earnings as of July 1, 2012 which has a balance of \$2,765,951.

ARTICLE 14

To see if the Town will vote to transfer from the certified Sewer Enterprise Fund Retained Earnings the sum \$130,000 for the following purposes;

Inflow and Infiltration Investigation and Repair and Upgrades	\$80,000
Sewer Pump Station Modifications	\$50,000

or take any action relative thereto.

Town Manager

Moderator, Keith Rauseo noted the following Scrivener’s error on page 20 in the Warrant. In the Executive Summary, in the first line, “\$175,000 should read \$130,000” There were no objections.

Motion: The Finance Committee motioned to Adopt, and transfer from certified FY 2012 retained earnings of Sewer Enterprise funds \$130,000.00 for the purpose of this Article

Vote: Article 14 was Adopted 8:09 PM 5/8/13

Executive Summary: This article allows the Town to utilize \$130,000 from Sewer Retained Earnings available as of July 1, 2012 and has a balance of \$2,765,951 for the following purposes: Inflow and Infiltration Investigation and Repair and Upgrades: \$80,000 will be used for the rehabilitation and repair of sewer manholes identified in an engineering report submitted by Coughlin Environmental Services. This year’s project will consist of rehabilitation of manholes identified as contributing the greatest amount of infiltration to (3) sub-basins. The Town will contract the rehabilitation and repair of approximately (25) manholes in the East Street sub-basin, (25) manholes in the Andover Street sub-basin and approximately (25) manholes in the Burnham Road sub-basin. In addition, (35) sewer manhole covers will be reset along streets where covers have settled; Sewer Pump Station Modifications: \$50,000 will be used for needed general improvements at sewer pump stations. Work scheduled for FY14 includes continuation of flush/mixing valve installation. Ten of the (30) identified pump stations were retrofitted with mixing valves as part of FY13 budget. An additional (20) valves are scheduled for installation in FY14- FY15. These mixing valves mix waste prior to pumping from the wet-well.

ARTICLE 15

To see if the Town will vote to transfer the sum of \$35,000 from Overlay Surplus to fund a Senior Tax Relief Work Program and a Veterans Tax Relief Program; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt, and transfer from Overlay Surplus Account for the purpose of this Article

Vote: Article 15 was Adopted 8:10 PM 5/8/13

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

ARTICLE 16

To see if the Town will vote to accept the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, establishing a self-sufficient revolving fund, effective July 1, 2013, to account for revenues and expenditures related to the operation of the solid waste, recycling and household hazardous waste. The fund shall be credited with amounts received related to rebates, fines and donations generated from solid waste, recycling and household hazardous waste operations and programs. 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 \$200,000; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned for Adoption of Article 16

Vote: Article 16 was Adopted 8:12 PM 5/8/13

Executive Summary: This article authorizes the Town to establish a self-sufficient revolving fund to account for the revenues received from solid waste, recycling and household hazardous waste operations and programs. Expenditures will be used for programs and education to improve the amount of trash and hazardous waste removed from the Town's waste stream.

ARTICLE 17

To see if the Town will vote to accept the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, establishing a self-sufficient revolving fund, effective July 1, 2013, to account for revenues and expenditures related to hydrant markers in the Town of Tewksbury. The fund shall be credited with amounts received from reimbursement of damaged markers and donations to install markers. 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 \$20,000, or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned for Adoption of Article 17

Vote: Article 17 was Adopted

8:13 PM

5/8/13

Executive Summary: This article authorizes the Town to establish a self-sufficient revolving fund to account for the revenues received from reimbursement of damaged markers and donations to install markers. Expenditures will be used for the installation of hydrant markers throughout the town.

ARTICLE 18

To see if the Town of Tewksbury will vote to appropriate the sum of \$35,000 for the purpose of developing a bicycle/walking trails feasibility Study and phased development Plan, within the Town of Tewksbury's open space areas: including, but not limited to, abandoned rail lines, preserved open space lands and other connection ways. Said Study and Plan shall be developed by an experienced professional consultant in this field and shall include allowed costs incidental and related thereto.

To fund such Study and Plan, \$35,000 shall be transferred from the Tewksbury Community Preservation Fund Open Space Reserve.

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

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt, and transfer from available CPA funds the amount of \$35,000.00, pursuant to MGL 44B

Community Preservation Committee Chairperson, Nancy Reed recommended Adoption

Founder and Chairman of Tewksbury Rail Trails, Peter Miller supported Adoption

The Board of Health supported Adoption

Vote: Article 18 was Adopted

8:16 PM

5/8/13

Executive Summary: The Tewksbury Rail Trails citizen group has applied for Community Preservation Funds to begin the process of discovering possibilities and best next steps for developing biking and/or walking trails for the enjoyment and connection of Tewksbury's open spaces. This proposed project serves to begin a process expressed by Town citizens as a top goal of the Tewksbury 2009 Open Space and Recreation Plan. This Study will take into consideration the feasibility of the use of abandoned rail lines, connections and pathways of the Bay Circuit Trail and other connections to open space, as well as to surrounding towns' trails.

ARTICLE 19

To see if the Town of Tewksbury will vote to appropriate the sum of \$7,500 for the restoration and preservation of the Wamesit Indian Statue, including allowed costs incidental and related thereto; said historic restoration expenses as necessary for removal of corrosion and resurfacing the Statue.

To fund such restoration, \$7,500 shall be transferred from the Tewksbury Community Preservation Historic Reserve Fund.

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

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt, and transfer from available CPA funds the amount of \$7,500.00, pursuant to MGL 44B
Community Preservation Committee Chairperson, Nancy Reed recommended Adoption

Vote: Article 19 was Adopted 8:17 PM 5/8/13

Executive Summary: The Tewksbury Planning Board requests CPA funds to restore and preserve the Wamesit Indian Statue, constructed in 1989, a historic landmark and resource on Tewksbury’s Main Street, in the area known as Wamesit. This Statue is one of several Sculptures in Tewksbury by the distinguished artist Mico Kaufman. This process is proposed to include a soft walnut shell blast removal of corrosion, replacement of bronze patina and the addition of protective coating. This restoration of a historic Town resource has the support of the Tewksbury Historic Commission. This program is supported in part by a grant from the Tewksbury Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency, in the amount of \$500.00.

ARTICLE 20

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2014, with each item to be considered a separate appropriation:

Appropriations:

Administrative Costs \$ 38,776

Reserves:

Open Space \$ 77,553

Community Housing \$ 77,553

Historic Preservation \$ 77,553

FY2014 Budgeted Reserve \$ 500,000

Or take any other action related thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt, pursuant to MGL, Chapter 44B raise and appropriate for each itemized item the sums noted for the purpose of this Article
Community Preservation Committee Chairperson, Nancy Reed recommended Adoption

Vote: Article 20 was Adopted 8:17 PM 5/8/13

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. The total CPA Estimated FY14 revenue is \$775,531.

ARTICLE 21

To see if the Town will vote to approve the FY 2014 Affordable Housing Trust Fund Allocation Plan as follows:

There were no expenditures out of the Affordable Housing Trust Fund for FY2013.

ALLOCATION PLAN		for FY 2014
Starting Balance:		\$2,477,002
Total Available Funds FY14		\$2,477,002
Expenses		
LHP Consulting Services		\$40,000
Audit of 3 Local Initiative Projects (\$7,500 per project)		\$22,500
Creation of New Units/ Buy down of existing units		<u>\$2,183,284</u>
Total Projected Expenses for FY14		\$2,414,502

Town Manager
Community Development Director

Motion: The Finance Committee motioned to Adopt Article 21; pursuant to Chapter 105 of the Acts of 2003, Affordable Housing Trust Fund Allocation amount of \$2,477,002.00

Steve Sadwick, Director of Community Development motioned to Amend the Article

Chairman Tom Cooke, on behalf of the Finance Committee Withdrew the Finance Committee's motion to Adopt Tom Cooke motioned to Adopt Article 21 as Amended

Vote: The Amendment was Adopted	8:19 PM	5/8/13
Article 21 was Adopted as Amended	8:20 PM	5/8/13

AMENDMENT:

To see if the Town will vote to approve the FY 2014 Affordable Housing Trust Fund Allocation Plan as follows:

There were no expenditures out of the Affordable Housing Trust Fund for FY2013.

\$111,728 was spent from the Affordable Housing Trust Fund in FY 2013 for the HUD 202 Project on Livingston Street.

ALLOCATION PLAN		for FY 2014	
Starting Balance:		<u>\$2,477,002</u>	<u>\$2,372,753</u>
<u>HUD 202 Encumbrance</u>			<u>-388,272</u>
Total Available Funds FY14		\$2,477,002	\$1,984,481
Expenses			
LHP Consulting Services		\$40,000	
Audit of 3 Local Initiative Projects (\$7,500 per project)		\$22,500	
Creation of New Units/ Buydown of existing units		<u>\$2,183,284</u>	<u>\$1,944,481</u>
Total Projected Expenses for FY14		\$2,414,502	\$1,984,481

ARTICLE 21 AS AMENDED:

\$111,728 was spent from the Affordable Housing Trust Fund in FY 2013 for the HUD 202 Project on Livingston Street.

ALLOCATION PLAN		for FY 2014
Starting Balance:		\$2,372,753
HUD 202 Encumbrance		-388,272
Total Available Funds FY14		\$1,984,481
Expenses		
LHP Consulting Services		\$40,000
Creation of New Units/ Buydown of existing units		\$1,944,481
Total Projected Expenses for FY14		\$1,984,481

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 2014 allocation plan meets the expenditure requirements of the Special Act.

ARTICLE 22

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or take by eminent domain the layout alteration of the right of way, temporary and/or permanent easements or in fee for the purpose of providing proper improvements to the intersection at Towers Drive (Archstone Avenue) and Main Street/Route38 as shown on the plan entitled “Definitive Subdivision Plan Towers Drive, Old Boston Road and Main Street Tewksbury Massachusetts, dated June 4, 1997, and prepared by Cuoco and Cormier Engineering Associates. Inc., or take any action relative thereto. A copy of the plan may be viewed at the Department of Public Works, Engineering Division, 999 Whipple Road.

Town Manager

Motion: The Finance Committee motioned for Adoption of Article 22

Vote: Article 22 was Adopted/Unanimous (2/3 required) 8:21 PM 5/8/13

Executive Summary: This will allow the Selectmen to obtain the necessary easements in order to undertake proper improvements to the intersection of Towers Drive (Archstone Avenue) and Main Street/Route38.

ARTICLE 23

To see if the Town will vote to authorize the Board of Selectmen to transfer all or a portion of a certain parcel of land located on Map 94, Block 346 as shown on the current Assessor’s Map, for affordable housing purposes; or act in relation thereto.

Town Manager

Motion: The Finance Committee motioned for Adoption of Article 23

Vote: Article 23 was Adopted/Unanimous (2/3 required) 8:23 PM 5/8/13

Executive Summary: This article would transfer a parcel of land to a non-profit to be used for building and selling an affordable home. The land is assessed at \$156,400 and the lot is 9,368 SF. There is currently a small house on the lot that will need to be demolished.

SECTION 3

ARTICLE 28	Zoning By-Law	Zoning By-Law 8603
ARTICLE 29	Zoning By-Law	Medical Marijuana Treatment Zoning
ARTICLE 30	Zoning By-Law	Multi Family Zoning Map 89, Lots 18, 19, 20, 21, & 22
ARTICLE 31	Zoning By-Law	Modify Open Space Residential Design
ARTICLE 32	Zoning By-Law	Amend Zoning Map 76 Lot 23
ARTICLE 33	Zoning By-Law	Amend Zoning Map 76 Lots 23 & 24
ARTICLE 34	Zoning By-Law	Change Zoning By-Law
ARTICLE 35	Town By-Law	Sex Offender By-Law
ARTICLE 36	Town By-Law	Handicapped Parking Placard/Permit
ARTICLE 37	Town By-Law	Dog By-Law
ARTICLE 38	Town By-Law	Town Meeting By-Law
ARTICLE 39	Town By-Law	Wetlands Protection By-Law
ARTICLE 40		Constitutional Amendment

ARTICLE 28

To see if the Town will vote to delete Section 8603 in the Tewksbury Zoning Bylaw in its entirety and replace it with new Section 8603 as follows:

8603. Relationship to Existing Zoning. The underlying zoning shall remain an integral part of the Tewksbury Zoning Bylaw and is not modified, repealed nor amended by this section. The property owners in this overlay district shall possess all current zoning rights including by-right uses for the underlying districts and be subject to the requirements applicable in the underlying zones when utilizing the uses allowed in the underlying district. In the event that an owner desires to use the owner's property for development as here defined, the regulations of this overlay district shall apply and by filing an application for development subject to such regulations, the owner accepts and is bound by such regulations. Municipal Zoned properties located within the TCOB are not eligible to apply for a permit under the provisions of the TCOB. Where this overlay district's provisions are silent on a zoning rule, the requirements of the underlying zoning shall apply to such as, but not limited to, off street parking and open space requirements. In addition, projects allowed under the underlying zoning are not eligible to apply under this overlay district unless they meet all of the requirements of this overlay district.

Tewksbury Planning Board

Motion: The Finance Committee defers to the Planning Board
The Planning Board motioned to Adopt Article 28

Vote: Article 28 was Adopted/Unanimous (2/3 required) 8:25 PM 5/8/13

Executive Summary: The purpose of this revised language of the Town Center Overlay District is to ensure that the by-right uses allowed in the underlying district are still available to property owners so that the bylaw complies with the uniformity provisions of MGL Chapter 40A, Section 4 and relevant case law. The language of 8603 Relationship to Existing Zoning, effects Overlay District sections 8623, 8643, 8663, 8683 as defined therein.

ARTICLE 29

To see if the Town of Tewksbury will vote to amend the Tewksbury Zoning Bylaw by adding a new Section 6500, Interim Regulations for Medical Marijuana Treatment Centers as follows:

6500 INTERIM RESTRICTION/ MORATORIUM FOR MEDICAL MARIJUANA TREATMENT CENTERS

6510. Purpose. At the November 6, 2012 state election, the voters of the Commonwealth approved legislation regulating the cultivation, distribution, possession and use of marijuana for medical purposes, which legislation became effective on January 1, 2013. The legislation requires the state Department of Public Health to issue regulations regarding implementation of the legislation by May 1, 2013 which are expected to provide guidance in regulating medical marijuana, including medical marijuana treatment centers. As the regulation of medical marijuana raises novel and complex legal and planning issues, the Town requires adequate time to consider whether to allow facilities associated with the medical use of marijuana, to the extent that such facilities are permitted under state laws and regulations, and, if so, where and under what conditions should such facilities be located in the Town of Tewksbury. Therefore, the Town adopts this temporary moratorium on the use of land and structures in the Town for medical marijuana treatment centers in order to allow the Town sufficient time to engage in a planning process to address the potential impacts on adjacent uses and on general public health, safety and welfare, and to develop and enact zoning bylaws and other applicable regulations that appropriately address these considerations consistent with statewide regulations and permitting procedures, and in a manner consistent with sound land use planning goals and objectives.

6520. Definition. A “Medical Marijuana Treatment Center” as defined under state law as a Massachusetts not-for-profit entity that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana or products containing marijuana and/or related supplies, or educational materials to qualifying patients or their personal caregivers, which is properly licensed and registered by the Massachusetts Department of Public Health.

6530. Exclusion of Other Marijuana Uses. Any establishment that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana or products containing marijuana and/or related supplies, or educational materials to qualifying patients or their personal caregivers shall not be permitted if such establishment has not been properly licensed and registered by the Massachusetts Department of Public Health, or is not operated as a not-for-profit entity, or otherwise fails to meet the definition of a Medical Marijuana Treatment Center.

6540. Exclusion of Accessory Uses. In no case shall the acquisition, cultivation, possession, processing, transference, transportation, sale, distribution, dispensing, or administration of marijuana, products containing or derived from marijuana, or related products be considered accessory to any use.

6550. Interim Restriction/Moratorium. Medical Marijuana Treatment Centers shall not be permitted in any zoning district in the Town of Tewksbury so long as this section remains in effect, as set forth below. Use variances are strictly prohibited. During this moratorium period, the Town will undertake a planning process to address the potential impacts of medical marijuana in Tewksbury, consider the Department of Public Health regulations regarding medical marijuana treatment facilities and related uses, and enact zoning bylaws or other regulations to address the impact and operation of medical marijuana treatment centers and their related uses.

6560. Expiration. This section shall be effective for a period of twelve (12) months beginning at the date of the publication of the Planning Board’s public hearing for this zoning amendment or until such future time that the Tewksbury Town Meeting enacts superseding zoning bylaws that set forth the allowed zoning districts, dimensional, parking and other requirements applicable to medical marijuana treatment centers and their related uses, whichever occurs first.

6570. Severability. If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of the TEWKSBURY ZONING BYLAW.

Tewksbury Planning Board

Motion: The Finance Committee defers to the Planning Board
The Planning Board motioned to Adopt Article 29
The Board of Health recommended Adoption of Article 29

Vote: Article 29 was Adopted/Unanimous (2/3 required)

8:26 PM

5/8/13

Executive Summary: The passage of the Law for the Humanitarian Medical Use of Marijuana on November 6, 2012 by the voters of the Commonwealth did not provide the Town with adequate time to evaluate the impacts of the law. This moratorium will allow the Town of Tewksbury the necessary time to evaluate the law and its impacts on public safety, public health, and zoning issues. Note, this is a zoning bylaw and not a health regulation.

ARTICLE 30

To see if the Town will vote to amend the Zoning Map for parcels shown on Assessor's Map 89 Lots 18, 19, 20, 21 and 22, from Residential (R40) to Multi Family District (MFD).

LEGAL DESCRIPTION

Beginning at a point on the northerly line of East Street at the south west corner of land of now or formerly Marc P Ginsburg & Arnold O. Martel Jr., now Bella Woods, LLC being Lot 23 on Tewksbury Assessor's Map 89, thence; westerly by the northerly line of East Street 690.00 feet, more or less, to land of said Bella Woods, LLC., thence; Northwesterly by said Bella Wood, LLC. land 290.40 feet, more or less, to a point, thence; Northeasterly by said Bella Woods land 300.00 feet, more or less, to a point, thence; Southeasterly by said Bella Woods land 90.40 feet, more or less, to a point, thence; Northeasterly by said Bella Woods land 390.00 feet, more or less, to a point at the northwest corner of said Lot 23, thence; Southeasterly by said Bella Woods land, 200.00 feet, more or less, to the point of beginning. Said land is shown as Lots B, C, D, E and F on a plan entitled "Subdivision of Land in Tewksbury, MA for Walter Doucette dated April 11, 1957, recorded in Middlesex North District Registry of Deeds Plan Book 88 Plan 149.

Arnie Martel and Others

Moderator, Keith Rauseo noted the following Scrivener's error on page 27 in the Warrant. In the first sentence, (MDF) should be (MFD). There were no objections.

Motion: The Finance Committee defers to the Planning Board
The Planning Board motioned to Adopt Article 30
Richard O'Neil, Jr. supported Adoption
Barbara Flanagan motioned for Indefinite Postponement
Richard Forsyth supported Indefinite Postponement

Vote: The motion for Indefinite Postponement Failed
Article 30 was Adopted 111 Yes/ 44 No (2/3 required=103)

8:36 PM

5/8/13

8:41 PM

5/8/13

Executive Summary: The proposed zoning article seeks to extend the existing Multi-Family Zoning District to 5 adjoining parcel.

ARTICLE 31

PROPOSED ZONING ARTICLE

To see if the Town will vote to amend the Tewksbury Zoning By-Law appendix A, Section A.7 for Open Space Residential Design from (N) in HI zone to (PB) Special Permit Required.

Marc P Ginsburg

Executive Summary: This change would allow the Planning Board to issue a special permit for Open Space Residential Design in a HI district, which is consistent with use in an R40 zone. .

**APPENDIX A
EXISTING TABLE OF USE REGULATIONS
DISTRICTS**

A. RESIDENTIAL USERS	R40	FA	LB	COM	TR	P	MN	MFD	MFD 55	CDD	HI	OR
7. Open Space Residential Design	PB	PB	N	N	N	N	N	N	N	N	N	N

**APPENDIX A
PROPOSED TABLE OF USE REGULATIONS
DISTRICTS**

A. RESIDENTIAL USERS	R40	FA	LB	COM	TR	P	MN	MFD	MFD 55	CDD	HI	OR
7. Open Space Residential Design	PB	PB	N	N	N	N	N	N	N	N	PB	N

Motion: Richard O’Neil, Jr., representing the Sponsor of Article 31, motioned to Withdraw

Vote: Article 31 was Withdrawn

8:42 PM

5/8/13

ARTICLE 32

To see if the Town will vote to amend the Zoning Map for parcels shown on Assessor's Map 76 Lot 23, from Heavy Industry (HI) to Residential (R40).

LEGAL DESCRIPTION

Beginning at a point on the easterly line of Livingston Street at the north west corner of land of now or formerly David & Jessica Deniger, being Lot 24 on Tewksbury Assessor's Map 76, thence; northerly by the easterly line of Livingston Street, 83 feet, more or less, to land of now or formerly New England Telephone Company thence; Northeasterly said New England Telephone land, by a curved line to the left, having a radius of 1211.22 feet, a length of 1025.20 feet, more or less, to a point at land junction of land of now or formerly the Boston & Maine Railroad and the Commonwealth of Massachusetts, thence; Southerly by said Commonwealth land, by a curved line to the left, a distance of 1,010 feet, more or less, to a point, thence; Southwesterly by said Commonwealth land, a distance of 92.92 feet, more or less, to a point, thence; Northwesterly by said Commonwealth land to a point at the northeast corner of said Deniger land, thence; Westerly by said Deniger land 400 feet, more or less, to the point of beginning.

Marc P. Ginsburg

Moderator, Keith Rauseo noted the following Scrivener’s error on page 28 in the Warrant. In the first sentence, (IH) should be (HI). There were no objections.

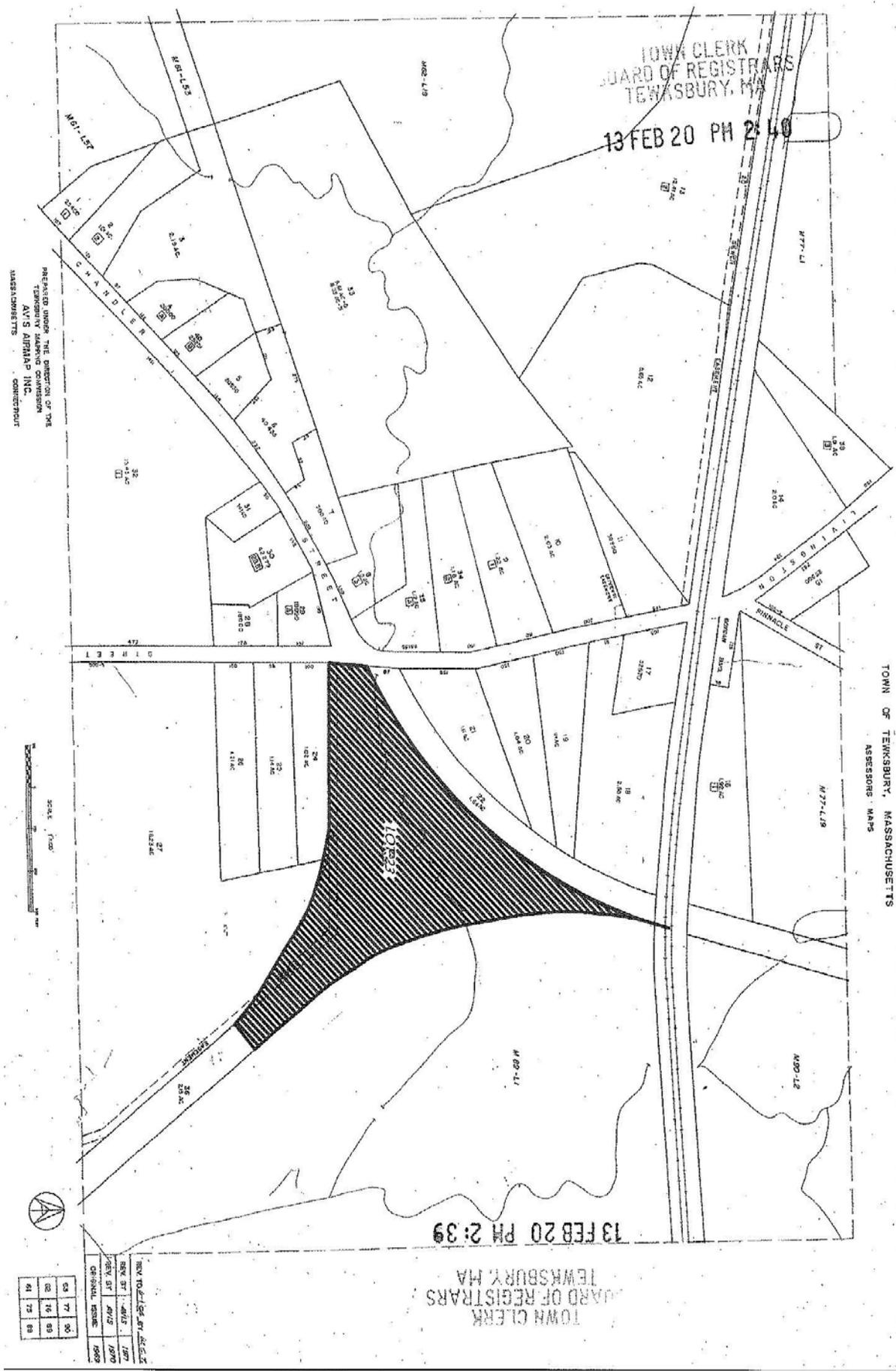
Motion: The Finance Committee defers to the Planning Board
The Planning Board motioned to Adopt Article 32

Vote: Article 32 was Adopted/Unanimous (2/3 required)

8:45 PM

5/8/13

Executive Summary: The proposed zoning article seeks to rezone land currently used by residential dwellings from Heavy Industry to Residential (R40) which is consistent with the current use of the property.



PREPARED UNDER THE DIRECTION OF THE
 TOWN OF TEWKSBURY, MASSACHUSETTS
 BY
 AV'S ALPHABET, INC.
 CONNECTICUT

SCALE: 1" = 100'

01	77	00
02	16	89
03	16	89
04	23	88

REVISED TO SHOW ALL CHANGES
 REV. BY DATE YEAR
 REV. BY DATE YEAR
 ORIGINAL ISSUE 0803

TOWN CLERK
 BOARD OF REGISTRARS
 TEWKSBURY, MA
 13 FEB 20 PM 2:39

TOWN CLERK
 BOARD OF REGISTRARS
 TEWKSBURY, MA
 13 FEB 20 PM 2:40

TOWN OF TEWKSBURY, MASSACHUSETTS
 ASSESSOR'S MAPS

ARTICLE 33

To see if the Town will vote to amend the Zoning Map for parcels shown on Assessor's Map 76 Lots 23 and 24, from Heavy Industry (IH) to Residential (R40).

LEGAL DESCRIPTION

Beginning at a point on the easterly line of Livingston Street at the north west corner of land of now or formerly William & Virginia McCreedy, being Lot 25 on Tewksbury Assessor's Map 76, thence; northerly by the easterly line of Livingston Street, 183 feet, more or less, to land of now or formerly New England Telephone Company thence; Northeasterly said New England Telephone land, by a curved line to the left, having a radius of 1211.22 feet, a length of 1025.20 feet, more or less, to a point at land of the Commonwealth of Massachusetts, thence; Southerly by said Commonwealth land, by a curved line to the left, a distance of 1,010 feet, more or less, to a point, thence; Southwesterly by said Commonwealth land, a distance of 92.92 feet, more or less, to a point, thence; Northwesterly by said Commonwealth land to a point on the easterly line of land of now or formerly David & Jessica Deniger, thence; Southerly by said Deniger land 56 feet, more or less, to a point at the northeast corner of said McCreedy land, thence; Westerly by said McCreedy land, a distance of 497.24 feet, more or less, to the point of beginning.

Marc P. Ginsburg

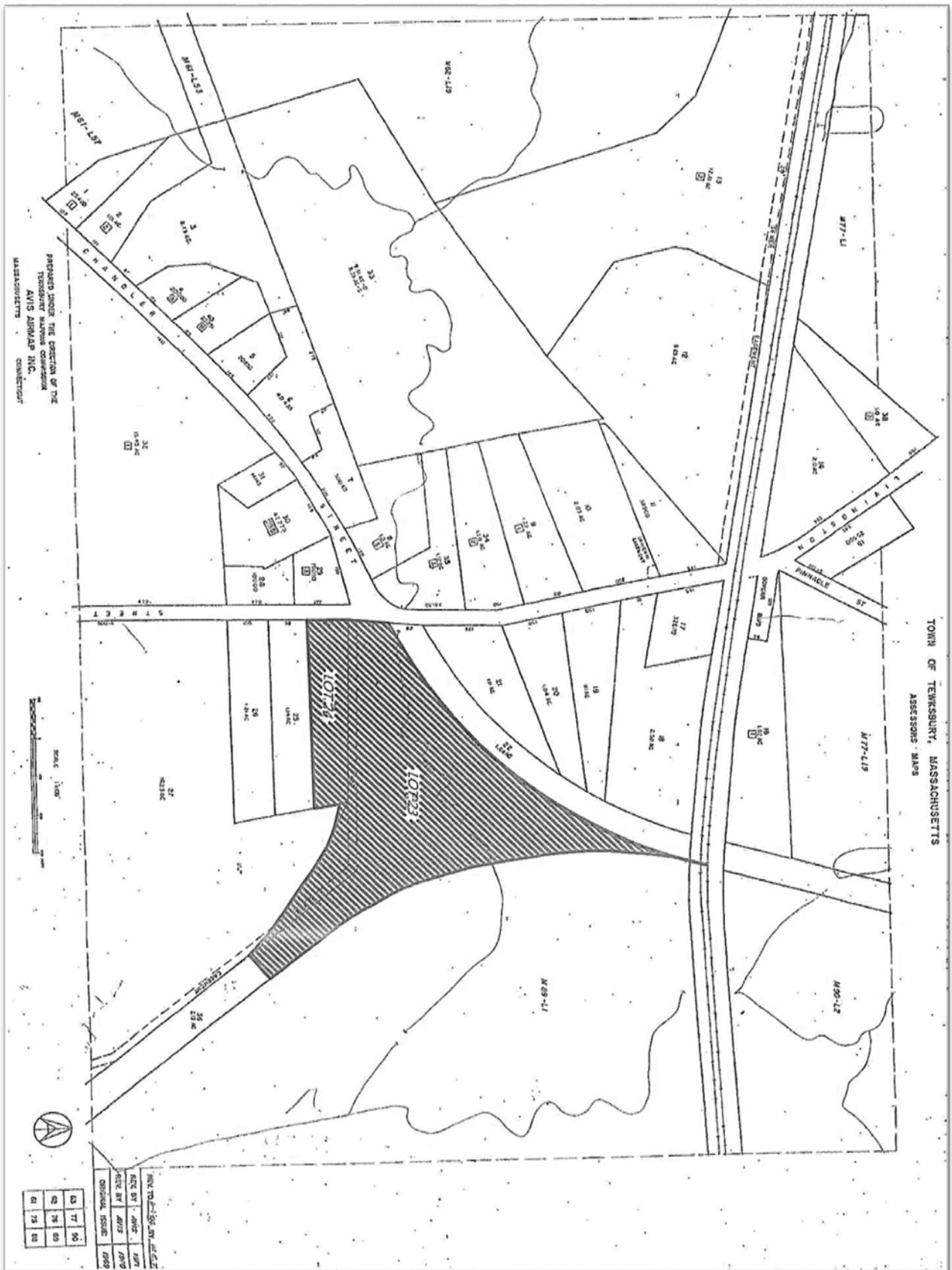
Motion: Richard O'Neil, Jr., representing the Sponsor of Article 33, motioned to Withdraw

Vote: Article 33 was Withdrawn

8:46 PM

5/8/13

Executive Summary: The proposed zoning article seeks to rezone land currently used by residential dwellings from Heavy Industry to Residential (R40) which is consistent with the current use of the property.



ARTICLE 34

Change zoning By-law to residential zoning (which is if on your St. or road their is no acre. Lots preexisting lots can be split back original lots.)

Paul Harrington and Others

Motion: The Planning Board motioned to Indefinitely Postpone Article 34
Richard O'Neil, Jr., motioned to Withdraw Article 34, and the Assembly agreed to accept this motion.
The Planning Board motioned to Withdraw their motion for Indefinite Postponement

Vote: Article 34 was Withdrawn 8:47 PM 5/8/13

Executive Summary: Create jobs construction (i.e. roofs, plumbing, electric) stabilize sewer and water rates

ARTICLE 35

To see if the Town will vote to amend its General By-laws by adding the following to Title 5 Sex Offender By-law

TOWN OF TEWKSBURY CHAPTER SEX OFFENDERS

5.10.010 Findings and Intent

- A. The intent of this chapter is to serve and to protect the Town's compelling interest to promote, protect and improve the health, safety and welfare of the citizens of the Town of Tewksbury by creating areas around locations where children, the elderly and the mentally retarded regularly congregate in concentrated numbers and where certain registered sex offenders are prohibited from loitering and establishing temporary or permanent residence.
- B. After careful consideration, the Town finds that this By-law is the most narrowly tailored means of limiting, to the fullest extent possible, the opportunity for registered sex offenders to approach or otherwise come in contact with children, the elderly and the mentally retarded in places where children, the elderly and the mentally retarded would naturally congregate, and that the protection of the health and safety of our children, elderly and the mentally retarded is a compelling governmental interest.
- C. By the enactment of this By-law or any other legislation, the Town understands that it cannot remove the threat posed to or guarantee the safety of children, the elderly and the mentally retarded, or assure the public that registered sex offenders will comply with the mandates of this By-law. This By-law is intended to create a civil, nonpunitive regulatory scheme in order to protect children, the elderly and the mentally retarded to the extent possible under the circumstances and not as a punitive measure of any kind.
- D. Registered sex offenders pose a clear threat to the children, the elderly and the mentally retarded residing or visiting in the community. Because registered sex offenders are more likely than any other type of offender to reoffend for another sexual offense, the Town desires to impose safety precautions in furtherance of the goal of protecting the children, the elderly and the mentally retarded. The purpose of this By-law is to reduce the potential risk of harm to children, the elderly and the mentally retarded of the community by impacting the ability for registered sex offenders to be in contact with unsuspecting children, the elderly and the mentally retarded in locations that are primarily designed for use by or are primarily used by children, the elderly and/or the mentally retarded, namely, the grounds of a public or private school for children, a center or facility that provides day care or children's services, a park, other public recreational facility, elderly housing facilities or facilities for the mentally retarded. The Town desires to add location restrictions to such offenders to the extent state law is silent.

5.10.020 Definitions

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

CHILD or CHILDREN

Person or persons under 18 years of age.

DAY-CARE CENTER

Any establishment, whether public, private or parochial, which provides care for children and is registered with and licensed pursuant to the laws of the Commonwealth of Massachusetts by the Department of Early Education and Care.

ELDER or ELDERLY

Person or persons over 60 years of age.

ELDERLY HOUSING FACILITY

Includes any building which provides a group residence for the elderly and is located within the Town.

ESTABLISHING A RESIDENCE

To set up or bring into being a dwelling place or an abode where a person sleeps, which may include more than one location, and may be mobile or transitory, by means of purchasing real property or entering into a lease or rental agreement for real property (including a renewal or extension of a prior agreement whether through written execution or automatic renewal).

FACILITY FOR THE MENTALLY RETARDED

Includes facilities under the jurisdiction of the Department of Developmental Services and which is located within the Town.

LOITERING

To remain for more than fifteen (15) minutes within a five hundred (500) foot distance of the location in question.

MENTALLY RETARDED PERSON

Pursuant to MGL c. 123B, § 1, a person who, as a result of inadequately developed or impaired intelligence, as determined by clinical authorities as described in the regulations of the Department of Developmental Services, is substantially limited in his or her ability to learn or adapt, as judged by established standards available for the evaluation of a person's ability to function in the community.

PARK

Includes active and passive public land designated for recreational or athletic use by the Town and located within the Town.

PERMANENT RESIDENCE

A place where a person lives, abides, lodges or resides for 14 or more consecutive days.

RECREATIONAL FACILITY

Includes, but is not limited to, a playground, soccer field, baseball field, football field, basketball court, hockey rink, mini-golf business, video arcade, laser tag establishment, skate park, (whether publicly or privately owned), to which the public has a right of access as an invitee and which is located within the Town.

REGISTERED SEX OFFENDER

For the purposes of this chapter shall mean: a) any person who is designated as a sexually violent predator pursuant to MGL 6, § 178K(2)(c), and who is required to register as a sex offender pursuant to the guidelines of the Sex Offender Registry Board; b) any person who is required to register as a sex offender pursuant to MGL 6, § 178C and for so long as such person is finally classified as a Level 3 offender pursuant to the guidelines of the Sex Offender Registry Board; and c) any person who is required to register as a sex

offender pursuant to Chapter 6, § 178C of the Massachusetts General Laws, for so long as such person is finally classified as a Level 2 offender pursuant to the guidelines of the Sex Offender Registry Board, and who has committed a sex offense against a child, an elder and/or a mentally retarded person.

SCHOOL

Any public or private educational facility that provides educational instruction to children in grades pre-K through 12.

SCHOOL BUS STOP

Any area designated by the public school district within the Town as a school bus stop.

SEX OFFENDER and SEX OFFENSE

The same meanings as provided for in MGL c. 6, § 178C.

TEMPORARY RESIDENCE

A place where a person lives, abides, lodges or resides for a period of less than 14 consecutive days or 14 days in the aggregate during any calendar year, which is not the person's permanent address or place where the person routinely lives, abides, lodges or resides and which is not the person's permanent residence; but "temporary residence," shall not include residence at a hospital or other health care or medical facility for less than 14 consecutive days or 14 days in the aggregate during any calendar year.

5.10.30 Residency Restrictions

- A. **Prohibition** A registered sex offender is prohibited from establishing a permanent residence or temporary residence within 1,000 feet of any school, day-care center, park, other recreational facility, elderly housing facility or facility for the mentally retarded; provided, however, that the prohibition contained in this section shall not apply to any level 3 offender, to the extent and in the manner such Level 3 offender is already governed by MGL c. 6, § 178K(2)(e).
- B. **Evidentiary matters; measurements** For purposes of determining the minimum distance separation under this section, the distance shall be measured by following a straight line from the outer property line of the permanent or temporary residence to the nearest outer property line of any school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded.
- C. **Exceptions** A registered sex offender residing within 1,000 feet of any school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded does not commit a violation of this section if any of the following apply:
 - (1) The registered sex offender established the permanent residence prior to the effective date of this chapter, and:
 - (a) Permanent residence was established by purchasing the real property where the residence is established, as long as the registered sex offender continues to reside in and does not move to another restricted location in Tewksbury different from the permanent residence established prior to the effective date of this chapter; or
 - (b) Permanent residence was established through a valid, fixed-term, written lease or rental agreement, executed prior to the effective date of this chapter, as long as the registered sex offender continues to reside within and does not move to another restricted location in the Town different from the permanent residence established prior to the effective date of this chapter; or

- (c) Permanent residence was established through a verbal lease or rental agreement at the will of the landlord, as long as the registered sex offender continues to reside within and does not move to another restricted location in the Town different from the permanent residence established prior to the effective date of this chapter.
 - (2) The registered sex offender is a minor living with his or her parent(s) or legal guardian(s), which parent(s) or legal guardian(s) has(have) established a permanent residence pursuant to 5.10.030C(1).
 - (3) The school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded within 1,000 feet of the registered sex offender's permanent residence was opened after the registered sex offender established the permanent residence.
- D. **Forfeiture of exception** If, either after the effective date of this chapter or after a new school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded opens, a complaint or an indictment is issued by a court against a registered sex offender otherwise enjoying an exception under Subsection C that such sex offender has committed another sex offense, he or she will immediately forfeit that exception and be required to comply with this section.
- E. **Notice to move** A registered sex offender who resides on a permanent or temporary basis within 1,000 feet of any new school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded shall be in violation of this section and shall, within 30 days of receipt of written notice of the registered sex offender's noncompliance with this chapter, move from said location to a new location, but said location may not be within 1,000 feet of any new school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded. It shall constitute a separate violation for each day beyond the 30 days the registered sex offender continues to reside within 1,000 feet of any new school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded. Furthermore, it shall be a violation each day that a registered sex offender shall move from one location in the Town to another that is within 1,000 feet of any new school, day-care center, park, recreational facility, elderly housing facility or facility for the mentally retarded.
- F. **Penalties** Any violation of this section shall be enforced by noncriminal disposition pursuant to MGL c. 40, § 21D, as follows:
- (1) First offense by registered sex offender: noncriminal fine of \$150 and notification to offender that he or she has 30 days to move.
 - (2) Subsequent offense by registered sex offender: noncriminal fine of \$300 and notification to offender's parole officer and/or probation officer, and the Commonwealth's Sex Offender Registry Board, that the sex offender has violated a municipal By-law.

5.10.040 Safety Zones

A. Prohibitions

- (1) A registered sex offender is prohibited from entering upon the premises of a school or day-care center unless previously authorized specifically in writing by the school administration or day-care center owner.
- (2) A registered sex offender is prohibited from entering upon the premises of an elderly housing facility or facility for the mentally retarded unless previously authorized in writing by the on-site manager of the elderly housing facility or facility for the mentally retarded.
- (3) A registered sex offender is prohibited from entering upon the premises of a park or any recreational facility.

- (4) A registered sex offender, after having received notice from the Tewksbury Police Department that he or she is loitering by having remained for more than 15 minutes within 500 feet of a school, a day care center, a park, any recreational facility, elderly housing facility or facility for the mentally retarded, is prohibited from continuing to so loiter. For purposes of determining the minimum distance separation under this section, the distance shall be measured by following a straight line from the registered sex offender to the outer property line of the school, a day-care center, a park, any recreational facility, elderly housing facility or facility for the mentally retarded.
- (5) A registered sex offender, after having received notice from the Tewksbury Police Department that he or she is loitering by having remained for more than 15 minutes within 500 feet of a school bus stop, is prohibited from continuing to so loiter; provided, however, that this prohibition shall not apply on days when the schools within the Town are not in session.

B. Exceptions

- (1) The prohibitions defined in 5.10.040A(1) through (3) shall not be construed or enforced so as to prohibit a registered sex offender from exercising his or her right to vote in any federal, state or municipal election, or from attending any religious service.
- (2) The prohibitions defined in 5.10.040A(4) and (5) do not apply to a registered sex offender's place of residence when such residence is excepted under 5.10.030C.

C. Penalties Any violation of this section may be enforced by noncriminal disposition pursuant to MGL c. 40, § 21D, resulting in a noncriminal fine of \$150 for a first violation and a noncriminal fine of \$300 for each additional violation of this section. A registered sex offender commits a separate offense for each and every violation of this section.

5.10.050 Exemptions

The provisions of this chapter shall not be applicable to registered sex offenders incarcerated in any facilities owned, maintained and/or operated by the Town.

5.10.060 Enforcement

- A. The Tewksbury Police Department shall be charged with the enforcement of this chapter.
- B. A written list describing the prohibited areas defined in this chapter inclusive of school bus stops, as well as a map depicting the residency restriction areas and a map depicting the safety zones exclusive of school bus stops, shall be created by the Town and maintained by the Tewksbury Department of Public Works. As to school bus stops, the list and not the map depicting the safety zones shall govern. The Town shall review both the list and the maps no less than annually for changes. The list, the maps and a copy of this chapter will be available to the public at the Tewksbury Police Department and Tewksbury Town Clerk's office, and on the Town's website.

Town Manager
Police Chief

Motion: Town Manager, Richard Montuori, motioned to Withdraw

Vote: Article 35 was Withdrawn 8:47 PM 5/8/13

Executive Summary: This Article limits the proximity a register sex offender can live or loiter from a school, daycare, park, elderly housing, mentally retarded facility, bus stop, etc. or recreational facility in the Town of Tewksbury.

ARTICLE 36

To see if the Town will vote to amend Chapter 8 of the Town of Tewksbury General Bylaws, Section 8.24.020 Handicapped Parking - Temporary Handicapped Parking Placard/Permit as follows:

DELETE: The Town Clerk may issue a Temporary Handicapped Parking Placard/Permit to any Tewksbury resident upon application and with a supporting letter signed by a licensed physician designating the applicant as physically handicapped. The temporary Handicapped Parking Placard/Permit shall be issued with an expiration date not to exceed 180 days from the date of issue and shall be displayed so as to be visible through the left portion of the front windshield of any vehicle parked in a designated Handicapped Parking Space. The Temporary Handicapped Parking Placard/Permit will be mutually honored by the Towns of Billerica, Chelmsford, Dracut, Tewksbury, Tyngsboro, Westford, and the City of Lowell.

Town Clerk

Motion: The Finance Committee motioned for Adoption of Article 36

Vote: Article 36 was Adopted

8:48 PM

5/8/13

Executive Summary: The Temporary Handicapped Parking Placard/Permit mutual agreement referenced in the bylaw is no longer in effect. The Massachusetts Registry of Motor Vehicles issues disabled placards for both temporary and permanent conditions.

ARTICLE 37

To see if the voters of the Town of Tewksbury will vote to amend the Tewksbury Bylaws by replacing the existing General Bylaw, Chapter 6.04 Dogs with the following revised Bylaw as shown, with DELETIONS denoted in strike-through format and ADDITIONS denoted in underline format.

Chapter 6.04

DOGS

Sections:

- 6.04.005 Purpose.**
- 6.04.010 Reference to Massachusetts general laws.**
- 6.04.020 Definitions.**
- 6.04.030 Registration Licenses.**
- 6.04.040 Vaccination against rabies.**
- 6.04.050 Dog tag.**
- 6.04.060 License fees Late fees Penalties.**
- 6.04.070 Kennel License Fees.**
- 6.04.080 Animal Control Officer.**
- 6.04.090 Hearing Officer.**
- 6.04.100 Leash law.**
- 6.04.110 Public nuisances.**
- 6.04.120 Disposition of dogs.**
- 6.04.130 Informal disposition process.**
- 6.04.140 Non-Criminal Disposition of Violation.**
- 6.04.150 Bylaw violation.**
- 6.04.160 Penalty Bylaw violation.**
- 6.04.170 Dog Fund.**
- 6.04.180 Massachusetts General Laws incorporated into this bylaw.**
- 6.04.190 Effective implementation date of this bylaw.**
- 6.04.200 Severability clause.**
- 6.04.005 Purpose.**

These Bylaws are intended to guide those persons owning or keeping dogs within the Town of Tewksbury in their role as responsible pet owners. Although it is hoped these regulations will act as an educational tool, it must be understood that the enforcement of this bylaw is necessary to protect the rights and safety of the public. (Art. 21, ATM 1997)

6.04.010 Reference to Massachusetts general laws.

Any reference to a "Section" in this Bylaw shall mean Chapter 140 of the Massachusetts General Laws, unless otherwise stated. (Art. 21, ATM 1997)

6.04.020 Definitions.

Unless otherwise set out in this Bylaw, any term defined in Chapter 140, Section 136A, Massachusetts General Laws, shall have the same meaning in this Bylaw, and shall be expressly incorporated herein.

"Animal control officer", an appointed officer authorized to enforce sections 136A to 174D, inclusive.

"Animal shelter" Any premises designated for the purpose of impounding and caring for animals held under authority of this bylaw.

"At large" At large shall mean on or off the premises of the owner, and not under the control of the owner or authorized escort either by leash, cord, chain or otherwise.

"Enclosed area" A portion of the owner's property which is secured by fencing in such a manner that the dog, once inside the area cannot exit of its own accord. The Animal Control Officer, after an inspection of the area, will determine if the enclosed area is suitable or not.

~~"Kennel" One (1) pack or collection of dogs on a single premises, whether maintained for breeding, boarding, sale, training, hunting or other purposes, and including any shop where dogs are on sale, and also including every pack or collection of more than three (3) dogs, three (3) months old or older, owned or kept by a person on a single premises, irrespective of the purpose for which they are maintained.~~

"Kennel", a pack or collection of dogs on a single premise, including a commercial boarding or training kennel, commercial breeder kennel, domestic charitable corporation kennel, personal kennel or veterinary kennel.

- "Commercial boarding or training kennel", an establishment used for boarding, holding, overnight stays or training of animals that are not the property of the owner of such establishment, at which such services are rendered in exchange for consideration and in the absence of the owner of such animal; provided, however, that this definition shall not include an animal shelter or animal control facility, a pet shop licensed under section 39A of chapter 129, a facility which does not provide overnight boarding for animals but does provide dog grooming, dog training, supervised playtime of dogs or dog walking with not more than 12 dogs on a single premises or individuals who temporarily, and not in the normal course of business, board or care for animals owned by others.
- "Commercial breeder kennel", an establishment, other than a personal kennel, engaged in the business of breeding animals for sale or for exchange to wholesalers, brokers or pet shops in return for consideration.
- "Domestic charitable corporation kennel", a facility operated, owned or maintained by a domestic charitable corporation registered with the department, or an animal welfare society or other nonprofit organization incorporated for the purpose of providing for and promoting the welfare, protection and humane treatment of animals, including a veterinary hospital or clinic operated by a licensed veterinarian, which operates consistent with such purpose while providing veterinary treatment and care.
- "Personal kennel", a pack or collection of more than 4 dogs, 3 months old or older, owned or kept under single ownership, for private personal use; provided, however, that breeding of personally owned dogs may take place for the purpose of improving, exhibiting or showing the breed, use in legal sporting activity or other personal reasons; provided, further, that selling, trading, bartering or the distribution of such breeding from a personal kennel shall be to other breeders or individuals by private sale only and not to wholesalers, brokers or pet shops; provided, further, that personal kennels shall not sell, trade, barter or distribute any dogs not bred from their personally owned dogs; and provided, further, that dogs temporarily housed at a personal kennel, in conjunction with an animal shelter or rescue registered with the department, may be sold, traded, bartered or distributed if the transfer is not made for the purpose of profiting thereby.

- “Veterinary kennel”, a veterinary hospital or clinic that boards dogs for reasons in addition to medical treatment or care; provided, however, that this definition shall not include a hospital or clinic used solely to house dogs that have undergone veterinary treatment, observation, or will do so, only for the period of time needed to accomplish the needed veterinary care.

“Licensing Authority”: As provided by the Massachusetts General Laws (MGL) is the Town Clerk.

“License Period” The license period shall be from January 1 of each year to December 31 of the same year.

“Livestock or Fowls” Animals or fowls kept or propagated by the owner for food or as a means of livelihood; also and deer, elk, cottontail rabbit,~~s~~ and northern hare,~~s~~ pheasants, quail, partridge and other birds and quadrupeds determined by the Department of Fisheries, Wildlife and Environmental Law Enforcement to be wild and kept by, or under a permit from, said department in proper houses or suitable enclosed yards. Such phrase shall not include dogs, cats and other pets.

“Owner” Owner shall mean any person or persons, firm, association or corporation owning, keeping or harboring a dog owned or kept in the Town.

“Person” An individual, partnership, company or corporation.

“Restraint” A dog shall be deemed to be under “restraint” if it is on the premises of the owner accompanied by a person who shall have the dog under control; or is in a suitably enclosed area; or if outside the premises of the owner, is accompanied by a person who shall have the dog under control by holding it firmly on a leash no greater than six (6) feet in length.

“Veterinary hospital” An establishment maintained and operated by a licensed veterinarian for the boarding of animals or the diagnosis and treatment of diseases and injuries of animals. (Art. 26, ATM 2004; Art. 21, ATM 1997)

6.04.030 Registration – Licenses.

~~A person who at the commencement of a licensed period is, or who during any license period becomes, the owner or keeper of a dog six (6) months old or over which is not duly licensed, and the owner or keeper of a dog when it becomes six (6) months old during a license period, shall cause it to be registered, numbered, described and licensed until the end of such license period, and the owner or keeper of a dog so registered, numbered, described and licensed during any license period, shall, before the beginning thereof, cause it to be registered, numbered, described and licensed for such period. The registering, numbering, describing and licensing of a dog shall be done in the office of the Town Clerk on a form prescribed and supplied by the Town Clerk, and shall be subject to the condition expressed therein that the dog which is the subject of the license shall be controlled and restrained from killing, chasing or harassing live stock or fowl.~~

The owner or keeper of any dog over the age of 6 months shall obtain a license for the dog. The registering, numbering, describing and licensing of a dog shall be conducted in the Office of the Town Clerk. The license shall be subject to the condition expressed in the license that the dog which is the subject of the license shall be controlled and restrained from killing, chasing or harassing live stock or fowl.

Dogs must wear identification tags, attached to the collar, at all times when off the premises of the owner. The Town Clerk shall maintain a record of the identifying numbers and shall make this record available to the public. No person shall keep more than four (4) dogs, over the age of six (6) months, at any single family residence within the Town. (Art. 21, ATM 1997)

6.04.040 Vaccination against rabies.

The Town Clerk shall not grant such license for any dog unless the owner thereof provides the Town Clerk with either a veterinarian’s certification that such dog has been vaccinated in accordance with the provisions of Section 145B (CH.140,MGL) or has been certified exempt from such provision as outlined in Section 137 or 137A (CH.140,MGL).

Vaccinated animals shall be revaccinated periodically in accordance with rules and regulations adopted and promulgated by the Massachusetts Department of Public Health. (Art. 21, ATM 1997)

6.04.050 Dog tag.

The owner or keeper of a licensed dog shall cause it to wear around its neck or body a collar or harness of leather or other suitable material, to which shall be securely attached a tag in a form prescribed by and issued by the Town Clerk when a license is issued. Such tag shall state the following: (a) Town of Tewksbury, (b) year of issue, and (c) tag number. If any such tag shall be lost, the owner or keeper of such dog shall forthwith secure a substitute tag from the Town Clerk at a cost of five (\$5.00) dollars.

The provision of Section 138 (change of owner and out of state/country), Section 138A (commercial sale) and Section 146 (license valid throughout Commonwealth) of (CH.140, MGL) shall be expressly incorporated herewith and shall henceforth apply under this Bylaw. (Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.060 License fees Late fees – Penalties.

~~Fees for all dogs male, female, neutered or spayed shall be fifteen (\$15.00) dollars annually, payable on January 1.~~

~~Late Fees: Overdue fees shall be increased to twenty (\$20.00) dollars if not paid on or before March 15 and to thirty (\$30.00) dollars if not paid on or before July 1.~~

~~The fee is \$15.00 for a dog license, \$20.00 if the dog has not been spayed or neutered, payable on January 1.~~

~~Late Fees: If your dog is not licensed by March 15th, an additional Late Fee of \$5.00 will be assessed.~~

~~If your dog is not licensed by July 1st, an additional Late Fee of \$10.00 will be assessed.~~

	<u>January 1st - March 15th</u>	<u>March 16th – July 1st</u>	<u>July 2nd – December 31st</u>
<u>Spayed or Neutered</u>	<u>\$15</u>	<u>\$20</u>	<u>\$30</u>
<u>Not Spayed or Neutered</u>	<u>\$20</u>	<u>\$25</u>	<u>\$35</u>

The license fee for a spayed or neutered dog shall be less than the license fee of an intact dog. Upon application for a license, the Town Clerk shall require a certificate from the veterinarian who spayed or neutered the dog as proof that the dog is spayed or neutered; provided, however, that if the city or town clerk is satisfied that the certificate of the veterinarian who spayed or neutered the dog cannot be obtained, the clerk may instead accept a receipt of a bill from the veterinarian who performed such procedure or a statement signed under the penalties of perjury by a veterinarian registered and practicing in the commonwealth describing the dog and stating that the veterinarian has examined the dog, which appears to have been spayed or neutered and incapable of propagation.

Except as provided by Section 138 (CH.140, MGL) a person applying for a license hereunder shall be obligated to pay all outstanding fees related to the dog in question previously required by this bylaw.

Determination of licensing eligibility, dogs not required to be licensed, or refunding license fees shall be determined as set out in Section 139, (CH.140, MGL).

Any dog, impounded by the Animal Control Officer or others duly authorized, which is not wearing a tag indicating a current rabies vaccination, shall be vaccinated by a licensed veterinarian. The owner shall be required to pay such cost. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.070 Kennel license – Fees.

Any person maintaining a kennel shall have a kennel license.

Any person who meets the requirement of the Town Zoning By-Laws relating to kennels and the provisions of Section 137A, (CH.140, MGL) may apply for a license to operate from the Town Clerk on a form pre scribed and supplied by the Town Clerk upon payment of the required fee. In the case of an applicant for initial licensure, and in the case of an applicant for license renewal, a licensing authority shall not issue a kennel license until a kennel has passed inspection by the Animal Control Officer.

Domestic charitable organizations incorporated exclusively to protect animals from cruelty, neglect or abuse, or for relief of suffering among animals may be issued a kennel license without charge provided the above requirements have likewise been met.

The provisions of Section 137B, (CH.140, MGL) (Sale of dogs by Kennels regulated) shall be expressly incorporated into this bylaw. The Board of Health, its designee, or the Animal Control Officer may at any time inspect, or cause a kennel to be inspected. If their judgment is that the facility is not being maintained in a sanitary and humane manner or that records are not being legally kept, a petition shall be filed with the Hearing Officer setting forth the facts.

Within seven (7) days of receiving such a petition, or a similar complaint by twenty-five (25) citizens alleging they are aggrieved or annoyed to an unreasonable extent by one (1) or more dogs in a kennel because of excessive barking or the vicious disposition of said dogs, or other conditions at such kennel which they claim constitute a public nuisance, the Hearing Officer shall notify all interested parties of a public hearing, the date of which shall be within fourteen (14) days of the original filing date. No longer than seven (7) days thereafter the Hearing Officer shall issue one of the following orders:

- (a) Revoke/suspend its license or otherwise regulate such kennel;
- (b) Dismiss the petition(s).

The Hearing Officer shall forthwith mail a copy of his/her decision to the license holder, and file copies with the Town Clerk and Animal Control Officer. Within ten (10) days thereafter the licensee may appeal an adverse decision to the District Court. A person who continues to operate a kennel after its license has been revoked or suspended shall be punished as set forth elsewhere in this bylaw. The provision of Section 137D (CH.140,MGL, Cruelty to Animals) shall be expressly incorporated under this bylaw.

Kennels shall be limited to a total of fifteen (15) dogs to be maintained on said premises. It shall be a violation of this bylaw to have any dogs on said premises over and above said number.

Kennel License/Fees:	
Five (5) dogs or less	\$50.00
Ten (10) dogs or less	\$100.00
Fifteen (15) dogs or less	\$150.00
Over sixteen dogs	Prohibited

Said fees are subject to all other conditions set forth in Section 139 (CH.140, MGL). (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.080 Animal Control Officer.

The Town Manager shall appoint an Animal Control Officer and as many Assistant Animal Control Officers as he/she determines necessary to enforce this bylaw and, said individual(s) shall enforce this bylaw and perform such other duties as the Town Manager may determine.

The Animal Control Officer shall seek out, catch and confine all dogs within the Town that have not been licensed within sixty (60) days of the time the dog is required to be licensed under this bylaw; and shall seek out, catch and confine any dogs within the Town that are found on public property, or on private property where said dog is trespassing and the owner or person in control of such property wants the dog removed, said dog being in violation of this requirement of this bylaw; and shall seek out, catch and confine any dog within the Town when said dog was cited for a violation of any provision of this bylaw, and the owner or keeper has failed, within twenty-one (21) days, to avail him/herself to the provision of this bylaw, or within twenty-one (21) days of a determination by the court under the provision of Chapter 1.08, General Penalty, Town by laws, that any sums are due and has failed to pay said sums.

Any owner or keeper of any dog who refuses to turn over any dog to the Animal Control Officer upon demand, said seeking out, catching or confinement authorized in the above paragraph shall be punished by a fine of one hundred and fifty (\$150.00) dollars. Each day that said violation continues shall constitute a separate offense.

No person shall interfere with, hinder, molest or abuse an Animal Control Officer in the exercise of such responsibilities The provisions of Section 151 and 151A (CH.140,MGL) regarding ~~kill~~ euthanization and/or transfer of any dogs shall apply and are expressly incorporated in this bylaw. No Animal Control Officer shall be a licensed animal dealer registered with the United States Department of Agriculture, and no Animal Control Officer, either privately or in the course of carrying out his/her official assignments as an agent for this Town, or shall any other agent of the Town, give, sell, or turn over any animal which may come into custody to any business or institution licensed or registered as a research facility or animal dealer with the United States Department of Agriculture. Whoever violates the provisions of this paragraph shall be punished as provided in Section 151 (CH.140,MGL).

Duties of Officers. Each police officer, Animal Control Officer or Assistant Animal Control Officer to whom such authority is issued shall, on the first week of every month, make returns to the Director of Public Health and shall state in said returns the number of dogs which he/she has caught, confined or ~~kill~~ euthanized, or made available for adoption, the names of the owners or keepers thereof and whether all unlicensed dogs in the Town have been caught, confined ~~or killed~~ euthanized, or adopted, and the names of persons against whom complaints have been made under the provision of Chapter 140, MGL, and this bylaw relating to dogs, and whether complaints have been entered against all of the persons who have failed to comply therewith since the previous report. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.090 Hearing Officer.

The Town Manager shall appoint a Hearing Officer who shall act on his/her behalf of all matters pertaining to the enforcement of this bylaw and the settling of any disputes between dog owner/keeper, the Town or its residents. (Art. 21, ATM 1997)

6.04.100 Leash law.

No owner or keeper of any dog shall permit such dog to run at large at any time. The provisions of this section shall not be intended to apply to dogs participating in any dog show, nor to seeing eye dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place, nor to any dogs properly trained and under the control of aiding the deaf.

Restraint of Dogs. No person shall own, keep or harbor in the Town, within the confines of the owner’s property (meaning owned, rented or leased), any dog which is left unattended and is not leashed or otherwise restrained or, if outside the premises of the owner (meaning owned, rented or leased), any dog which is not held firmly on a leash no greater than six (6) feet in length by a person who shall have control of such dog. This regulation shall not apply to a dog accompanying a person who, by reason of his/her disability, is physically unable to comply with the requirements of this bylaw or to any individual who utilizes a seeing eye guide dog.

Leash Law:

1st Offense	Warning
2nd Offense	\$50.00
Each Subsequent Offense	\$100.00

Unrestrained dogs may be taken by the Animal Control Officer or police and impounded in an animal shelter, and there confined in a humane manner. If the dog can be identified, the Animal Control Officer shall notify the owner of the impoundment. Impounded dogs shall be kept for ~~ten (10)~~ seven (7) days unless reclaimed by their owner. Dogs not claimed within ten ~~(10)~~ days seven (7) or not placed in suitable homes may be humanely euthanized by the Animal Control Officer or by an agency delegated by him/her to exercise that authority. In addition to or in lieu of impounding a dog found at large, the Animal Control Officer or police officer shall issue to the known owner of such dog a notice of the bylaw violation. Dogs being conveyed in a vehicle or boat shall be deemed to be under the personal control of the owner/keeper or custodian thereof. This bylaw shall not apply to dogs commonly known to be used for hunting, tracking or advanced obedience training purposes during any period said dogs are being used for such activity. Any dog being used for advanced obedience training shall have written proof of an AKC obedience certificate and be under total supervision, within fifty (50) feet, of a trainer or owner. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.110 Public nuisances.

Every owner or keeper of a dog shall exercise proper care and control of his/her dog so as to prevent said dogs from becoming a public nuisance. It shall be deemed a public nuisance if any dog should trespass upon private or public property and deposit feces thereon, unless immediately removed by the owner or keeper of said dog.

Every Owner or keeper of said dog, who allows a dog in their control or possession to continuously bark for more than ten (10) consecutive minutes shall be deemed a PUBLIC NUISANCE. ~~Or take any other action relative thereto.~~

Female Dogs in Heat. Every female dog in heat shall be confined in a building or secured enclosure in such a manner that such female dog cannot come into contact with another animal except for planned breeding. The Animal Control Officer shall have the power to enforce a regulation to eliminate what he/she may deem to be a nuisance. Penalty for the violation of this section shall be:

1st Offense:	Warning
2nd Offense:	\$50.00
Each Subsequent Offense:	\$100.00

Noise, Disturbances, Chasing Vehicles, Trespassing, etc. No owner or keeper shall fail to exercise proper care and control of his/her dog to prevent said dog from becoming a public nuisance. Barking frequently or for continued duration or making sounds which create a noise disturbance across a residential real property boundary, molesting passersby, chasing vehicles, attacking people or other domestic animals, trespassing on school grounds or trespassing on private property in such a manner to damage property shall be deemed a nuisance. Penalty for the violation of this section shall be:

1st Offense:	Warning
2nd Offense:	\$50.00
Each Subsequent Offense:	\$100.00

Quarantine of Dog That Bites. The dog owner or keeper shall immediately, and within twenty-four (24) hours, notify the Board of Health if the dog bites a person.

A dog that bites a person shall be quarantined for ten (10) days if ordered by the Animal Inspector. During quarantine, the dog shall be securely confined and kept from contact with any other animal. At the discretion of the Animal Inspector the quarantine may be on the premises of the owner. If the Animal Inspector requires other confinement, the owner shall surrender the animal for the quarantine period to an animal shelter or shall at his/her own expense place it in a facility approved by the Animal inspector.

If said dog is in violation of one (1) or more of the following: unlicensed, unrestrained or is not currently vaccinated with anti-rabies vaccine, the owner shall surrender the animal for the quarantine period to a veterinary hospital at the owner or keeper's expense.

Animals Suspected of Being Rabid. No police officer or other person shall ~~kill-euthanize~~ or cause to be ~~killed-euthanized~~ any animal suspected of being rabid, except after the animal has been placed in quarantine and the diagnosis of rabies made by a licensed veterinarian. If a veterinarian or Animal Inspector diagnoses rabies in an animal in quarantine, then the animal shall be humanely ~~killed-euthanized~~ and the head of such animal sent to a laboratory for pathological examination and confirmation of diagnosis.

Anti-Rabic Vaccine and Treatment. The Board of Health shall, upon application, furnish free of charge to any Town resident who has been exposed to rabies, or may have been so exposed, anti-rabic vaccine and anti-rabic treatment, in accordance with rules and regulations which the Massachusetts Department of Public Health is authorized to make. Any resident shall have the right to select his/her own physician, who shall be paid by the Town at a rate established by the Board of Health and the fact that a physician is a member of the Board of Health shall not disqualify him/her from being so selected and from being paid by the Town for his/her services. Reimbursement for the cost of furnishing vaccine and treatment shall be made from the Dog Fund.

Ordering Dogs Muzzled or Restrained. All the provisions of Section 167 (CH.140,MGL) shall be incorporated into this bylaw except that any dog held under the provisions of Section 167 (CH.140,MGL) may not be released until all the requirements of this bylaw, regarding licensing and the fee for care of the animal are complied with. All other provisions of Section 167 (CH.140,MGL) shall be incorporated herein. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 37, ATM 2007, Art. 32, ATM 2009)

6.04.120 Disposition of dogs.

Any dog confined by the Animal Control Officer, unless picked up by the owner, shall be kept for at least ~~ten (10)~~ seven (7) days, at which time said dog may be disposed of in a manner approved by the Board of Health, provided that at the end of ~~ten (10)~~ seven (7) days, the Animal Control Officer may make available for adoption any male or any spayed female dog not found to be diseased. Any dog confined by the Animal Control Officer shall not be released to the owner or keeper until the owner produces evidence of a current dog license, ~~and pays a sum of five (\$5.00) dollars per day for care of the animal; each day or part of a day is counted as one (1) day.~~ The Animal Control Officer shall establish a procedure for the adoption of abandoned dogs and in conjunction with the Director of Public Health set any fees or deposits required.

Any fees in this paragraph are to be in addition to fees or lines as specified elsewhere in this bylaw and/or under Massachusetts General Laws. No dog shall be turned over or sold in any manner inconsistent with Section 151 (CH.140,MGL) or disposed of inconsistent with the provisions of Section 151A (CH.140,MGL).

Reclaiming Impounded Dogs. An owner reclaiming an impounded dog shall pay ~~an administrative fee of twenty five (\$25.00) dollars, plus twenty five (\$25.00) boarding charge for each day that the dog has been impounded; all boarding costs.~~ In addition, if applicable, veterinary costs plus ~~a 10% administrative fee for a distemper vaccination-~~ costs for any required vaccinations as required by MGL c. 140 Section 145 B, if the dog is not up-to-date on its annual vaccinations, as certified by a licensed veterinarian.

The provisions of Section 160, and Section 161 (CH.140,MGL) regarding property damage, appraisal and reimbursement are expressly incorporated in this bylaw.

The provisions of Section 171 (CH.140,MGL), liability of damages, are expressly incorporated into this by law. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.130 ~~Informal disposition process- Disposition Process~~

The owner or keeper of the dog that receives a citation under this bylaw, may admit to the offense charged by personally or through a duly authorized agent or by mailing to the Town Clerk, said citation along with payment in the amount as authorized under the penalty provisions of this bylaw. Said payment shall be by postal note, money order or personal check. The payment to the Town shall operate as a final disposition of the case. ~~If such person when issued a citation desires to contest the violation through the Informal Disposition Process, he/she may, within fourteen (14) days of said issuance, request a hearing with the Hearing Officer and may present either in person or by counsel, any evidence he/she may have to refute the allegation contained in the citation. At such hearing, the Hearing Officer shall make a determination as to the facts of the allegation, and said determination shall be final regarding the Informal Disposition Process.~~ (Art. 21, ATM 1997)

6.04.140 Non-Criminal Disposition of Violation.

If any person so notified by citation desires to contest the violation alleged in the citation notice ~~without availing themselves to the provisions of the Informal Disposition Process, or desires to contest the decision of the Hearing Officer,~~ he/she may avail him/herself to the procedures established in Chapter 1.08, Section 1.08.010, of the Town of Tewksbury Town By-Laws. In either of the above cases, or if the owner or keeper of a dog fails to respond to the citation within twenty-one (21) days, the Town Clerk shall forward a copy of the citation to the District Court where it shall be handled under the provisions of Article 1, Section 2 of the Town By-Laws. (Art. 21, ATM 1997)

6.04.150 Bylaw violation.

Proceedings under this section shall not be criminal. If any violation is continuing, each day’s violation shall be deemed to be a separate violation. Complaints will be sought in a District Court according to Chapter 140, Section 173A, Massachusetts General Laws.

Enforcement of this section may, in the first instance, be pursued through the provisions of Section 21D, Chapter 40, Massachusetts General Laws, which provides for a non-criminal disposition. The enforcing persons shall be any police officer of the Town and the Animal Control Officer and the Assistant Animal Control Officer. (Art. 26, ATM 2004; Art. 21, ATM 1997)

6.04.160 Penalty Bylaw violation.

(1) The following penalties, except where otherwise indicated herein, shall be in effect for violations of the provisions of this bylaw:

(a) Informal Disposition Process:	
1st Offense	Warning
2nd Offense	\$ 50.00
Each Subsequent Offense	\$100.00

(b) Non-Criminal Disposition through Chapter 1.08, General Penalty Town of Tewksbury, Town By-Laws:	
1st Offense	Warning
2nd Offense	\$ 50.00
Each Subsequent Offense	\$100.00

(2) Penalties for violations of any provision of this bylaw, except where otherwise indicated, shall be one hundred (\$100.00) dollars. (Art. 22, ATM 2000; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.170 Dog Fund.

A Dog Fund is hereby created by the Town under the provisions of MGL., Chapter 44, Section 53E, said fund to be used as a depository for all monies collected as fees, fines, charges, penalties and other like monies imposed under this bylaw. It shall be administered by the Treasurer/Collector and may also receive funds from usual municipal financing methods.

Receipts allocated to this fund shall be deposited in a special account by the Treasurer.

Expenditures may be charged against this fund without prior appropriation, subject to the approval by the Town Clerk, and shall be limited to purposes directly connected to the enforcement of the provisions of the dog bylaw.

Said expenditures, or incurred liabilities, shall not exceed the available balance of the fund at any given time nor the actual amounts deposited to it during the previous fiscal year.

The unexpended balance in this account at the end of each fiscal year shall be deposited into the General Fund.

At the written request of the Town Clerk, to the Auditor, a portion of the unexpended balance shall remain in the Dog Fund, to provide for the purchase of supplies and technical services to maintain the Dog Program.

Any veterinarian registered under the provisions of Section 55 or 56A (Ch.112,MGL) who provided emergency treatment of a dog or cat that is injured on any public way in Tewksbury shall receive (in lieu of payment allowed in Section 151B, CH.140,MGL), payment from the Dog Fund provided by this bylaw. All other provisions of Section 151B (CH.140,MGL) shall be incorporated herein under this bylaw.

The Board of Selectmen shall determine certain salaries or expenses that may not be funded with this fund but must be appropriated through the usual municipal financing procedure, and such determination shall be binding on this administration of this fund by the Treasurer/Collector. ~~The Town Clerk shall receive a fee as stipulated in Section 147 (CH.140,MGL).~~ (Art. 21, ATM 1997).

Town Clerk

Moderator, Keith Rauseo noted the following Scrivener’s error. The Town Clerk is the sponsor of Article 37. There were no objections.

Motion: The Finance Committee motioned to Adopt Article 37

Judith Fader motioned to Amend the Article.

Richard O’Neil, Jr. motioned to Move the Question

Vote:	The motion to Move the Question was Adopted	9:06 PM	5/8/13
	The Amendment was Adopted	9:07 PM	5/8/13
	Article 37 was Adopted as Amended	9:08 PM	5/8/13

AMENDMENT: Please amend sentences 1, 2, and 3 in paragraph 4 of subsection 6.04.100 with noted deletions and additions as follows:

Unrestrained dogs may be taken by the Animal Control Officer or police and impounded in an animal shelter, and there confined in a humane manner. If the dog can be identified, the Animal Control Officer shall notify the owner of the impoundment. Impounded dogs shall be kept for ~~ten (10)~~ seven (7) days unless reclaimed by their owner. Dogs not claimed within ten ~~(10)~~ seven (7) days ~~or not placed in suitable homes may be humanely euthanized by the Animal Control Officer or by an agency delegated by him/her to exercise that authority.~~ placed in a recognized non-profit animal shelter that meets MSPCA standards for future adoption. In addition to or in lieu of impounding a dog found at large, the Animal Control Officer or police officer shall issue to the known owner of such dog a notice of the bylaw violation. Dogs being conveyed in a vehicle or boat shall be deemed to be under the personal control of the owner/keeper or custodian thereof. This bylaw shall not apply to dogs commonly known to be used for hunting, tracking or advanced obedience training purposes during any period said dogs are being used for such activity. Any dog being used for advanced obedience training shall have written proof of an AKC obedience certificate and be under total supervision, within fifty (50) feet, of a trainer or owner. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

Please amend the first sentence of subsection 6.04.120 with the noted deletions and additions as follows:

Any dog confined by the Animal Control Officer, unless picked up by the owner, shall be kept for at least ~~ten (10)~~ seven (7) days, at which time said dog may be disposed of in a manner approved by the Board of Health, provided that at the end of ~~ten (10)~~ seven (7) days, the Animal Control Officer may make available for adoption ~~any male or any spayed female~~ dog not found to be diseased.

Executive Summary: Passage of this article will modify the existing Dog Bylaw to comply with new state regulations (Chapter 140 MGL and Chapter 193, Acts of 2012) and increase the licensing fee for dogs that have not been spayed or neutered.

ARTICLE 37 AS AMENDED:

To see if the voters of the Town of Tewksbury will vote to amend the Tewksbury Bylaws by replacing the existing General Bylaw, Chapter 6.04 Dogs with the following revised Bylaw as shown, with DELETIONS denoted in strike-through format and ADDITIONS denoted in underline format.

Chapter 6.04

DOGS

Sections:

- 6.04.005 Purpose.**
- 6.04.010 Reference to Massachusetts general laws.**
- 6.04.020 Definitions.**
- 6.04.030 Registration Licenses.**
- 6.04.040 Vaccination against rabies.**
- 6.04.050 Dog tag.**
- 6.04.060 License fees Late fees Penalties.**
- 6.04.070 Kennel License Fees.**
- 6.04.080 Animal Control Officer.**
- 6.04.090 Hearing Officer.**
- 6.04.100 Leash law.**
- 6.04.110 Public nuisances.**
- 6.04.120 Disposition of dogs.**
- 6.04.130 Informal disposition process.**
- 6.04.140 Non-Criminal Disposition of Violation.**
- 6.04.150 Bylaw violation.**
- 6.04.160 Penalty Bylaw violation.**
- 6.04.170 Dog Fund.**
- 6.04.180 Massachusetts General Laws incorporated into this bylaw.**
- 6.04.190 Effective implementation date of this bylaw.**
- 6.04.200 Severability clause.**
- 6.04.005 Purpose.**

These Bylaws are intended to guide those persons owning or keeping dogs within the Town of Tewksbury in their role as responsible pet owners. Although it is hoped these regulations will act as an educational tool, it must be understood that the enforcement of this bylaw is necessary to protect the rights and safety of the public. (Art. 21, ATM 1997)

6.04.010 Reference to Massachusetts general laws.

Any reference to a “Section” in this Bylaw shall mean Chapter 140 of the Massachusetts General Laws, unless otherwise stated. (Art. 21, ATM 1997)

6.04.020 Definitions.

Unless otherwise set out in this Bylaw, any term defined in Chapter 140, Section 136A, Massachusetts General Laws, shall have the same meaning in this Bylaw, and shall be expressly incorporated herein.

“Animal control officer”, an appointed officer authorized to enforce sections 136A to 174D, inclusive.

“Animal shelter” Any premises designated for the purpose of impounding and caring for animals held under authority of this bylaw.

“At large” At large shall mean on or off the premises of the owner, and not under the control of the owner or authorized escort either by leash, cord, chain or otherwise.

“Enclosed area” A portion of the owner’s property which is secured by fencing in such a manner that the dog, once inside the area cannot exit of its own accord. The Animal Control Officer, after an inspection of the area, will determine if the enclosed area is suitable or not.

“Kennel”—One (1) pack or collection of dogs on a single premises, whether maintained for breeding, boarding, sale, training, hunting or other purposes, and including any shop where dogs are on sale, and also including every pack or collection of more than three (3) dogs, three (3) months old or older, owned or kept by a person on a single premises, irrespective of the purpose for which they are maintained.

“Kennel”, a pack or collection of dogs on a single premise, including a commercial boarding or training kennel, commercial breeder kennel, domestic charitable corporation kennel, personal kennel or veterinary kennel.

- “Commercial boarding or training kennel”, an establishment used for boarding, holding, overnight stays or training of animals that are not the property of the owner of such establishment, at which such services are rendered in exchange for consideration and in the absence of the owner of such animal; provided, however, that this definition shall not include an animal shelter or animal control facility, a pet shop licensed under section 39A of chapter 129, a facility which does not provide overnight boarding for animals but does provide dog grooming, dog training, supervised playtime of dogs or dog walking with not more than 12 dogs on a single premises or individuals who temporarily, and not in the normal course of business, board or care for animals owned by others.
- “Commercial breeder kennel”, an establishment, other than a personal kennel, engaged in the business of breeding animals for sale or for exchange to wholesalers, brokers or pet shops in return for consideration.
- “Domestic charitable corporation kennel”, a facility operated, owned or maintained by a domestic charitable corporation registered with the department, or an animal welfare society or other nonprofit organization incorporated for the purpose of providing for and promoting the welfare, protection and humane treatment of animals, including a veterinary hospital or clinic operated by a licensed veterinarian, which operates consistent with such purpose while providing veterinary treatment and care.
- “Personal kennel”, a pack or collection of more than 4 dogs, 3 months old or older, owned or kept under single ownership, for private personal use; provided, however, that breeding of personally owned dogs may take place for the purpose of improving, exhibiting or showing the breed, use in legal sporting activity or other personal reasons; provided, further, that selling, trading, bartering or the distribution of such breeding from a personal kennel shall be to other breeders or individuals by private sale only and not to wholesalers, brokers or pet shops; provided, further, that personal kennels shall not sell, trade, barter or distribute any dogs not bred from their personally owned dogs; and provided, further, that dogs temporarily housed at a personal kennel, in conjunction with an animal shelter or rescue registered with the department, may be sold, traded, bartered or distributed if the transfer is not made for the purpose of profiting thereby.
- “Veterinary kennel”, a veterinary hospital or clinic that boards dogs for reasons in addition to medical treatment or care; provided, however, that this definition shall not include a hospital or clinic used solely to house dogs that have undergone veterinary treatment, observation, or will do so, only for the period of time needed to accomplish the needed veterinary care.

“Licensing Authority”: As provided by the Massachusetts General Laws (MGL) is the Town Clerk.

“License Period” The license period shall be from January 1 of each year to December 31 of the same year.

“Livestock or Fowls” Animals or fowls kept or propagated by the owner for food or as a means of livelihood; also and deer, elk, cottontail rabbit,~~s and~~ northern hare,~~s~~ pheasants, quail, partridge and other birds and quadrupeds determined by the Department of Fisheries, Wildlife and Environmental Law Enforcement to be wild and kept by, or under a permit from, said department in proper houses or suitable enclosed yards. Such phrase shall not include dogs, cats and other pets.

“Owner” Owner shall mean any person or persons, firm, association or corporation owning, keeping or harboring a dog owned or kept in the Town.

“Person” An individual, partnership, company or corporation.

“Restraint” A dog shall be deemed to be under “restraint” if it is on the premises of the owner accompanied by a person who shall have the dog under control; or is in a suitably enclosed area; or if outside the premises of the owner, is accompanied by a person who shall have the dog under control by holding it firmly on a leash no greater than six (6) feet in length.

“Veterinary hospital” An establishment maintained and operated by a licensed veterinarian for the boarding of animals or the diagnosis and treatment of diseases and injuries of animals. (Art. 26, ATM 2004; Art. 21, ATM 1997)

6.04.030 Registration – Licenses.

~~A person who at the commencement of a licensed period is, or who during any license period becomes, the owner or keeper of a dog six (6) months old or over which is not duly licensed, and the owner or keeper of a dog when it becomes six (6) months old during a license period, shall cause it to be registered, numbered, described and licensed until the end of such license period, and the owner or keeper of a dog so registered, numbered, described and licensed during any license period, shall, before the beginning thereof, cause it to be registered, numbered, described and licensed for such period. The registering, numbering, describing and licensing of a dog shall be done in the office of the Town Clerk on a form prescribed and supplied by the Town Clerk, and shall be subject to the condition expressed therein that the dog which is the subject of the license shall be controlled and restrained from killing, chasing or harassing live stock or fowl.~~

The owner or keeper of any dog over the age of 6 months shall obtain a license for the dog. The registering, numbering, describing and licensing of a dog shall be conducted in the Office of the Town Clerk. The license shall be subject to the condition expressed in the license that the dog which is the subject of the license shall be controlled and restrained from killing, chasing or harassing live stock or fowl.

Dogs must wear identification tags, attached to the collar, at all times when off the premises of the owner. The Town Clerk shall maintain a record of the identifying numbers and shall make this record available to the public. No person shall keep more than four (4) dogs, over the age of six (6) months, at any single family residence within the Town. (Art. 21, ATM 1997)

6.04.040 Vaccination against rabies.

The Town Clerk shall not grant such license for any dog unless the owner thereof provides the Town Clerk with either a veterinarian’s certification that such dog has been vaccinated in accordance with the provisions of Section 145B (CH.140,MGL) or has been certified exempt from such provision as outlined in Section 137 or 137A (CH.140,MGL).

Vaccinated animals shall be revaccinated periodically in accordance with rules and regulations adopted and promulgated by the Massachusetts Department of Public Health. (Art. 21, ATM 1997)

6.04.050 Dog tag.

The owner or keeper of a licensed dog shall cause it to wear around its neck or body a collar or harness of leather or other suitable material, to which shall be securely attached a tag in a form prescribed by and issued by the Town Clerk when a license is issued. Such tag shall state the following: (a) Town of Tewksbury, (b) year of issue, and (c) tag number. If any such tag shall be lost, the owner or keeper of such dog shall forthwith secure a substitute tag from the Town Clerk at a cost of five (\$5.00) dollars.

The provision of Section 138 (change of owner and out of state/country), Section 138A (commercial sale) and Section 146 (license valid throughout Commonwealth) of (CH.140, MGL) shall be expressly incorporated herewith and shall henceforth apply under this Bylaw. (Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.060 License fees Late fees – Penalties.

~~Fees for all dogs male, female, neutered or spayed shall be fifteen (\$15.00) dollars annually, payable on January 1.~~

~~Late Fees: Overdue fees shall be increased to twenty (\$20.00) dollars if not paid on or before March 15 and to thirty (\$30.00) dollars if not paid on or before July 1.~~

The fee is \$15.00 for a dog license, \$20.00 if the dog has not been spayed or neutered, payable on January 1.

Late Fees: If your dog is not licensed by March 15th, an additional Late Fee of \$5.00 will be assessed.

If your dog is not licensed by July 1st, an additional Late Fee of \$10.00 will be assessed.

	<u>January 1st - March 15th</u>	<u>March 16th – July 1st</u>	<u>July 2nd – December 31st</u>
<u>Spayed or Neutered</u>	<u>\$15</u>	<u>\$20</u>	<u>\$30</u>
<u>Not Spayed or Neutered</u>	<u>\$20</u>	<u>\$25</u>	<u>\$35</u>

The license fee for a spayed or neutered dog shall be less than the license fee of an intact dog. Upon application for a license, the Town Clerk shall require a certificate from the veterinarian who spayed or neutered the dog as proof that the dog is spayed or neutered; provided, however, that if the city or town clerk is satisfied that the certificate of the veterinarian who spayed or neutered the dog cannot be obtained, the clerk may instead accept a receipt of a bill from the veterinarian who performed such procedure or a statement signed under the penalties of perjury by a veterinarian registered and practicing in the commonwealth describing the dog and stating that the veterinarian has examined the dog, which appears to have been spayed or neutered and incapable of propagation.

Except as provided by Section 138 (CH.140, MGL) a person applying for a license hereunder shall be obligated to pay all outstanding fees related to the dog in question previously required by this bylaw.

Determination of licensing eligibility, dogs not required to be licensed, or refunding license fees shall be determined as set out in Section 139, (CH.140, MGL).

Any dog, impounded by the Animal Control Officer or others duly authorized, which is not wearing a tag indicating a current rabies vaccination, shall be vaccinated by a licensed veterinarian. The owner shall be required to pay such cost. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.070 Kennel license – Fees.

Any person maintaining a kennel shall have a kennel license.

Any person who meets the requirement of the Town Zoning By-Laws relating to kennels and the provisions of Section 137A, (CH.140, MGL) may apply for a license to operate from the Town Clerk on a form pre scribed and supplied by the Town Clerk upon payment of the required fee. In the case of an applicant for initial licensure, and in the case of an applicant for license renewal, a licensing authority shall not issue a kennel license until a kennel has passed inspection by the Animal Control Officer.

Domestic charitable organizations incorporated exclusively to protect animals from cruelty, neglect or abuse, or for relief of suffering among animals may be issued a kennel license without charge provided the above requirements have likewise been met.

The provisions of Section 137B, (CH.140, MGL) (Sale of dogs by Kennels regulated) shall be expressly incorporated into this bylaw. The Board of Health, its designee, or the Animal Control Officer may at any time inspect, or cause a kennel to be inspected. If their judgment is that the facility is not being maintained in a sanitary and humane manner or that records are not being legally kept, a petition shall be filed with the Hearing Officer setting forth the facts.

Within seven (7) days of receiving such a petition, or a similar complaint by twenty-five (25) citizens alleging they are aggrieved or annoyed to an unreasonable extent by one (1) or more dogs in a kennel because of excessive barking or the vicious disposition of said dogs, or other conditions at such kennel which they claim constitute a public nuisance, the Hearing Officer shall notify all interested parties of a public hearing, the date of which shall be within fourteen (14) days of the original filing date. No longer than seven (7) days thereafter the Hearing Officer shall issue one of the following orders:

- (c) Revoke/suspend its license or otherwise regulate such kennel;
- (d) Dismiss the petition(s).

The Hearing Officer shall forthwith mail a copy of his/her decision to the license holder, and file copies with the Town Clerk and Animal Control Officer. Within ten (10) days thereafter the licensee may appeal an adverse decision to the District Court. A person who continues to operate a kennel after its license has been revoked or suspended shall be punished as set forth elsewhere in this bylaw. The provision of Section 137D (CH.140,MGL, Cruelty to Animals) shall be expressly incorporated under this bylaw.

Kennels shall be limited to a total of fifteen (15) dogs to be maintained on said premises. It shall be a violation of this bylaw to have any dogs on said premises over and above said number.

Kennel License/Fees:	
Five (5) dogs or less	\$50.00
Ten (10) dogs or less	\$100.00
Fifteen (15) dogs or less	\$150.00
Over sixteen dogs	Prohibited

Said fees are subject to all other conditions set forth in Section 139 (CH.140, MGL). (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.080 Animal Control Officer.

The Town Manager shall appoint an Animal Control Officer and as many Assistant Animal Control Officers as he/she determines necessary to enforce this bylaw and, said individual(s) shall enforce this bylaw and perform such other duties as the Town Manager may determine.

The Animal Control Officer shall seek out, catch and confine all dogs within the Town that have not been licensed within sixty (60) days of the time the dog is required to be licensed under this bylaw; and shall seek out, catch and confine any dogs within the Town that are found on public property, or on private property where said dog is trespassing and the owner or person in control of such property wants the dog removed, said dog being in violation of this requirement of this bylaw; and shall seek out, catch and confine any dog within the Town when said dog was cited for a violation of any provision of this bylaw, and the owner or keeper has failed, within twenty-one (21) days, to avail him/herself to the provision of this bylaw, or within twenty-one (21) days of a determination by the court under the provision of Chapter 1.08, General Penalty, Town by laws, that any sums are due and has failed to pay said sums.

Any owner or keeper of any dog who refuses to turn over any dog to the Animal Control Officer upon demand, said seeking out, catching or confinement authorized in the above paragraph shall be punished by a fine of one hundred and fifty (\$150.00) dollars. Each day that said violation continues shall constitute a separate offense.

No person shall interfere with, hinder, molest or abuse an Animal Control Officer in the exercise of such responsibilities The provisions of Section 151 and 151A (CH.140,MGL) regarding ~~killing euthanization~~ and/or transfer of any dogs shall apply and are expressly incorporated in this bylaw. No Animal Control Officer shall be a licensed animal dealer registered with the United States Department of Agriculture, and no Animal Control Officer, either privately or in the course of carrying out his/her official assignments as an agent for this Town, or shall any other agent of the Town, give, sell, or turn over any animal which may come into custody to any business or institution licensed or registered as a research facility or animal dealer with the United States Department of Agriculture. Whoever violates the provisions of this paragraph shall be punished as provided in Section 151 (CH.140,MGL).

Duties of Officers. Each police officer, Animal Control Officer or Assistant Animal Control Officer to whom such authority is issued shall, on the first week of every month, make returns to the Director of Public Health and shall state in said returns the number of dogs which he/she has caught, confined or ~~killed euthanized~~, or made available for adoption, the names of the owners or keepers thereof and whether all unlicensed dogs in the Town have been caught, confined ~~or killed euthanized~~, or adopted, and the names of persons against whom complaints have been made under the provision of Chapter 140, MGL, and this bylaw relating to dogs, and whether complaints have been entered against all of the persons who have failed to comply therewith since the previous report. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.090 Hearing Officer.

The Town Manager shall appoint a Hearing Officer who shall act on his/her behalf of all matters pertaining to the enforcement of this bylaw and the settling of any disputes between dog owner/keeper, the Town or its residents. (Art. 21, ATM 1997)

6.04.100 Leash law.

No owner or keeper of any dog shall permit such dog to run at large at any time. The provisions of this section shall not be intended to apply to dogs participating in any dog show, nor to seeing eye dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place, nor to any dogs properly trained and under the control of aiding the deaf.

Restraint of Dogs. No person shall own, keep or harbor in the Town, within the confines of the owner’s property (meaning owned, rented or leased), any dog which is left unattended and is not leashed or otherwise restrained or, if outside the premises of the owner (meaning owned, rented or leased), any dog which is not held firmly on a leash no greater than six (6) feet in length by a person who shall have control of such dog. This regulation shall not apply to a dog accompanying a person who, by reason of his/her disability, is physically unable to comply with the requirements of this bylaw or to any individual who utilizes a seeing eye guide dog.

Leash Law:

1st Offense	Warning
2nd Offense	\$50.00
Each Subsequent Offense	\$100.00

Unrestrained dogs may be taken by the Animal Control Officer or police and impounded in an animal shelter, and there confined in a humane manner. If the dog can be identified, the Animal Control Officer shall notify the owner of the impoundment. Impounded dogs shall be kept for ~~ten (10)~~ seven (7) days unless reclaimed by their owner. Dogs not claimed within ten ~~(10)~~ seven (7) days or not placed in suitable homes may be ~~humanely euthanized by the Animal Control Officer or by an agency delegated by him/her to exercise that authority~~ placed in a recognized non-profit animal shelter that meets MSPCA standards for future adoption. In addition to or in lieu of impounding a dog found at large, the Animal Control Officer or police officer shall issue to the known owner of such dog a notice of the bylaw violation. Dogs being conveyed in a vehicle or boat shall be deemed to be under the personal control of the owner/keeper or custodian thereof. This bylaw shall not apply to dogs commonly known to be used for hunting, tracking or advanced obedience training purposes during any period said dogs are being used for such activity. Any dog being used for advanced obedience training shall have written proof of an AKC obedience certificate and be under total supervision, within fifty (50) feet, of a trainer or owner. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.110 Public nuisances.

Every owner or keeper of a dog shall exercise proper care and control of his/her dog so as to prevent said dogs from becoming a public nuisance. It shall be deemed a public nuisance if any dog should trespass upon private or public property and deposit feces thereon, unless immediately removed by the owner or keeper of said dog.

Every Owner or keeper of said dog, who allows a dog in their control or possession to continuously bark for more than ten (10) consecutive minutes shall be deemed a PUBLIC NUISANCE. ~~Or take any other action relative thereto.~~

Female Dogs in Heat. Every female dog in heat shall be confined in a building or secured enclosure in such a manner that such female dog cannot come into contact with another animal except for planned breeding. The Animal Control Officer shall have the power to enforce a regulation to eliminate what he/she may deem to be a nuisance. Penalty for the violation of this section shall be:

1st Offense:	Warning
2nd Offense:	\$50.00
Each Subsequent Offense:	\$100.00

Noise, Disturbances, Chasing Vehicles, Trespassing, etc. No owner or keeper shall fail to exercise proper care and control of his/her dog to prevent said dog from becoming a public nuisance. Barking frequently or for continued duration or making sounds which create a noise disturbance across a residential real property boundary, molesting passersby, chasing vehicles, attacking people or other domestic animals, trespassing on school grounds or trespassing on private property in such a manner to damage property shall be deemed a nuisance. Penalty for the violation of this section shall be:

1st Offense:	Warning
2nd Offense:	\$50.00
Each Subsequent Offense:	\$100.00

Quarantine of Dog That Bites. The dog owner or keeper shall immediately, and within twenty-four (24) hours, notify the Board of Health if the dog bites a person.

A dog that bites a person shall be quarantined for ten (10) days if ordered by the Animal Inspector. During quarantine, the dog shall be securely confined and kept from contact with any other animal. At the discretion of the Animal Inspector the quarantine may be on the premises of the owner. If the Animal Inspector requires other confinement, the owner shall surrender the animal for the quarantine period to an animal shelter or shall at his/her own expense place it in a facility approved by the Animal inspector.

If said dog is in violation of one (1) or more of the following: unlicensed, unrestrained or is not currently vaccinated with anti-rabies vaccine, the owner shall surrender the animal for the quarantine period to a veterinary hospital at the owner or keeper's expense.

Animals Suspected of Being Rabid. No police officer or other person shall ~~kill-euthanize~~ or cause to be ~~killed-euthanized~~ any animal suspected of being rabid, except after the animal has been placed in quarantine and the diagnosis of rabies made by a

licensed veterinarian. If a veterinarian or Animal Inspector diagnoses rabies in an animal in quarantine, then the animal shall be humanely ~~killed-euthanized~~ and the head of such animal sent to a laboratory for pathological examination and confirmation of diagnosis.

Anti-Rabic Vaccine and Treatment. The Board of Health shall, upon application, furnish free of charge to any Town resident who has been exposed to rabies, or may have been so exposed, anti-rabic vaccine and anti-rabic treatment, in accordance with rules and regulations which the Massachusetts Department of Public Health is authorized to make. Any resident shall have the right to select his/her own physician, who shall be paid by the Town at a rate established by the Board of Health and the fact that a physician is a member of the Board of Health shall not disqualify him/her from being so selected and from being paid by the Town for his/her services. Reimbursement for the cost of furnishing vaccine and treatment shall be made from the Dog Fund.

Ordering Dogs Muzzled or Restrained. All the provisions of Section 167 (CH.140,MGL) shall be incorporated into this bylaw except that any dog held under the provisions of Section 167 (CH.140,MGL) may not be released until all the requirements of this bylaw, regarding licensing and the fee for care of the animal are complied with. All other provisions of Section 167 (CH.140,MGL) shall be incorporated herein. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 37, ATM 2007, Art. 32, ATM 2009)

6.04.120 Disposition of dogs.

Any dog confined by the Animal Control Officer, unless picked up by the owner, shall be kept for at least ~~ten (10)~~ seven (7) days, at which time said dog may be disposed of in a manner approved by the Board of Health, provided that at the end of ~~ten (10)~~ seven (7) days, the Animal Control Officer may make available for adoption any ~~male or any spayed female~~ dog not found to be diseased. Any dog confined by the Animal Control Officer shall not be released to the owner or keeper until the owner produces evidence of a current dog license, ~~and pays a sum of five (\$5.00) dollars per day for care of the animal; each day or part of a day is counted as one (1) day.~~ The Animal Control Officer shall establish a procedure for the adoption of abandoned dogs and in conjunction with the Director of Public Health set any fees or deposits required.

Any fees in this paragraph are to be in addition to fees or lines as specified elsewhere in this bylaw and/or under Massachusetts General Laws. No dog shall be turned over or sold in any manner inconsistent with Section 151 (CH.140,MGL) or disposed of inconsistent with the provisions of Section 151A (CH.140,MGL).

Reclaiming Impounded Dogs. An owner reclaiming an impounded dog shall pay ~~an administrative fee of twenty five (\$25.00) dollars, plus twenty five (\$25.00) boarding charge for each day that the dog has been impounded. all boarding costs.~~ In addition, if applicable, veterinary costs plus ~~a 10% administrative fee for a distemper vaccination.~~ costs for any required vaccinations as required by MGL c. 140 Section 145 B, if the dog is not up-to-date on its annual vaccinations, as certified by a licensed veterinarian.

The provisions of Section 160, and Section 161 (CH.140,MGL) regarding property damage, appraisal and reimbursement are expressly incorporated in this bylaw.

The provisions of Section 171 (CH.140,MGL), liability of damages, are expressly incorporated into this by law. (Art. 26, ATM 2004; Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.130 ~~Informal disposition process.~~ Disposition Process

The owner or keeper of the dog that receives a citation under this bylaw, may admit to the offense charged by personally or through a duly authorized agent or by mailing to the Town Clerk, said citation along with payment in the amount as authorized under the penalty provisions of this bylaw. Said payment shall be by postal note, money order or personal check. The payment to the Town shall operate as a final disposition of the case. ~~If such person when issued a citation desires to contest the violation through the Informal Disposition Process, he/she may, within fourteen (14) days of said issuance, request a hearing with the Hearing Officer and may present either in person or by counsel, any evidence he/she may have to refute the allegation contained in the citation. At such hearing, the Hearing Officer shall make a determination as to the facts of the allegation, and said determination shall be final regarding the Informal Disposition Process.~~ (Art. 21, ATM 1997)

6.04.140 Non-Criminal Disposition of Violation.

If any person so notified by citation desires to contest the violation alleged in the citation notice ~~without availing themselves to the provisions of the Informal Disposition Process, or desires to contest the decision of the Hearing Officer,~~ he/she may avail him/herself to the procedures established in Chapter 1.08, Section 1.08.010, of the Town of Tewksbury Town By-Laws. In either of the above cases, or if the owner or keeper of a dog fails to respond to the citation within twenty-one (21) days, the Town Clerk shall forward a copy of the citation to the District Court where it shall be handled under the provisions of Article 1, Section 2 of the Town By-Laws. (Art. 21, ATM 1997)

6.04.150 Bylaw violation.

Proceedings under this section shall not be criminal. If any violation is continuing, each day’s violation shall be deemed to be a separate violation. Complaints will be sought in a District Court according to Chapter 140, Section 173A, Massachusetts General Laws.

Enforcement of this section may, in the first instance, be pursued through the provisions of Section 21D, Chapter 40, Massachusetts General Laws, which provides for a non-criminal disposition. The enforcing persons shall be any police officer of the Town and the Animal Control Officer and the Assistant Animal Control Officer. (Art. 26, ATM 2004; Art. 21, ATM 1997)

6.04.160 Penalty Bylaw violation.

(1) The following penalties, except where otherwise indicated herein, shall be in effect for violations of the provisions of this bylaw:

(a) Informal Disposition Process:	
1st Offense	Warning
2nd Offense	\$ 50.00
Each Subsequent Offense	\$100.00

(b) Non-Criminal Disposition through Chapter 1.08, General Penalty Town of Tewksbury, Town By-Laws:	
1st Offense	Warning
2nd Offense	\$ 50.00
Each Subsequent Offense	\$100.00

(2) Penalties for violations of any provision of this bylaw, except where otherwise indicated, shall be one hundred (\$100.00) dollars. (Art. 22, ATM 2000: Art. 21, ATM 1997, Art. 32, ATM 2009)

6.04.170 Dog Fund.

A Dog Fund is hereby created by the Town under the provisions of MGL., Chapter 44, Section 53E, said fund to be used as a depository for all monies collected as fees, fines, charges, penalties and other like monies imposed under this bylaw. It shall be administered by the Treasurer/Collector and may also receive funds from usual municipal financing methods.

Receipts allocated to this fund shall be deposited in a special account by the Treasurer.

Expenditures may be charged against this fund without prior appropriation, subject to the approval by the Town Clerk, and shall be limited to purposes directly connected to the enforcement of the provisions of the dog bylaw.

Said expenditures, or incurred liabilities, shall not exceed the available balance of the fund at any given time nor the actual amounts deposited to it during the previous fiscal year.

The unexpended balance in this account at the end of each fiscal year shall be deposited into the General Fund.

At the written request of the Town Clerk, to the Auditor, a portion of the unexpended balance shall remain in the Dog Fund, to provide for the purchase of supplies and technical services to maintain the Dog Program.

Any veterinarian registered under the provisions of Section 55 or 56A (Ch.112,MGL) who provided emergency treatment of a dog or cat that is injured on any public way in Tewksbury shall receive (in lieu of payment allowed in Section 151B, CH.140,MGL), payment from the Dog Fund provided by this bylaw. All other provisions of Section 151B (CH.140,MGL) shall be incorporated herein under this bylaw.

The Board of Selectmen shall determine certain salaries or expenses that may not be funded with this fund but must be appropriated through the usual municipal financing procedure, and such determination shall be binding on this administration of this fund by the Treasurer/Collector. ~~The Town Clerk shall receive a fee as stipulated in Section 147 (CH.140,MGL).~~ (Art. 21, ATM 1997).

ARTICLE 38

To see if the Town will vote to amend the Town Bylaws, Chapter 2.04 – Town Meeting, by deleting the list of Sections within Article 1 – Meeting Procedures and the entire existing Article 1, and replacing it with the following new list of Sections and new Article 1:

Chapter 2.04

TOWN MEETING

Sections:

Article I. Meeting Procedures

- 2.04.000 Open Town Meeting.
- 2.04.010 Town Meeting Sections and Schedule.
- 2.04.020 Article Submission.
- 2.04.030 Posting Requirements.
- 2.04.040 Emergency Meeting.
- 2.04.050 Meetings outside the Geographic Limits of the Town.
- 2.04.060 Emergency Adjournment of a Scheduled Meeting.
- 2.04.070 Governance.
- 2.04.080 Quorum.
- 2.04.090 Call to Order.
- 2.04.100 Consent Calendar.
- 2.04.110 Annual Town Budget.
- 2.04.120 Rules to Govern Speakers.
- 2.04.130 Debate Rights of Non-Resident Appointed Town Officials.
- 2.04.140 Amendment to Bylaws.
- 2.04.150 Notice of Adjournment.
- 2.04.160 Minutes Included in Annual Report.
- 2.04.170 Notification of Appointed Committee Members of Expiration of Term.

Article I. Meeting Procedures

2.04.000 Open Town Meeting.

The legislative body of the Town is an Open Town Meeting (hereafter referenced as “Town Meeting”) as defined in Amendment LXXXIX of the Constitution of the Commonwealth of Massachusetts.

The Town shall hold an Annual Town Meeting as required under the provisions of Massachusetts General Laws, Chapter 39, Section 9, as well as Special Town Meetings as called by the Board of Selectmen (hereafter referenced as “Selectmen”) under those same provisions.

2.04.010 Town Meeting Sections and Schedule.

A. The Town shall hold the Annual Town Election of Town Officials on the first Saturday of April, except when Easter Sunday falls on the day following the first Saturday of April. In that case, the Town shall hold the said election on the second Saturday of April. Polls will be open from 8:00 a.m. to 8:00 p.m.. In the Annual Town Election warrant, the Selectmen shall designate all town offices that are required by law to be chosen by ballot, along with their respective terms of office.

B. Section I of the Annual Town Meeting is for the consideration of the following types of warrant articles:

- Article 1: Elected Official Salaries
- Article 2: Consent Calendar
- Article 3: Annual Town Budget Article
- Articles related to the Budget or other financial matters
- Personnel Bylaw Amendments

C. Section II of the Annual Town Meeting is for the consideration of the following types of warrant articles:

- General Bylaw Amendments
- Other Articles not related to the Budget
- Zoning Bylaw Amendments

D. Section I will begin on the first Monday in May at 7:00 p.m. and conclude on or before 11:00 p.m.. If the Meeting completes action on Section I before 11:00 p.m. on Monday, the Meeting will adjourn to Wednesday at 8:00 p.m. for Section II. If the Meeting does not complete action on Section I before 11:00 p.m. on Monday, the Meeting will adjourn to Wednesday at 8:00 p.m., at which time it shall complete action on Section I and begin consideration of Section II immediately thereafter. If the Meeting does not complete action on all articles before 11:00 p.m. on Wednesday, the Meeting will adjourn to 7:00 p.m. on Thursday. Any necessary subsequent meetings will follow the same Monday/Wednesday/Thursday schedule in following weeks. The Meeting may conduct no business after 11:00 p.m. at any session except to complete action on the article or departmental budget then under discussion.

General articles (Art. 10 (part), STM 2005: Art. 18, STM 2001; Art. 20, ATM 2000: Art. 30, ATM 1998)

2.04.020 Article Submission.

The Selectmen shall insert in the warrant for the Annual Town Meeting and any Special Town Meetings all articles submitted to them for inclusion by the following:

- A. Town Manager
- B. Elected Town Officials: Town Moderator and Town Clerk (while it remains an elected position)
- C. Elected Town Boards and Committees: Board of Selectmen; Board of Health; Planning Board; Board of Library Trustees; and School Committee
- D. Other Elected Boards: Tewksbury Housing Authority and Shawsheen Valley Regional Vocational Technical School District Committee

Elected boards and committees may submit articles to the Selectmen by a majority vote of the entire board or committee.

Appointed boards and committees may submit articles to the Selectmen by a majority vote of the entire board or committee. Upon receipt of the submitted article the Selectmen, at its next scheduled meeting, shall give due consideration of the article for inclusion in the Annual or Special Town Meeting warrant and shall promptly notify the appointed board or committee of its action. This process is not intended to nor does it prevent any individual member or entire appointed board or committee, or any registered voter, from submitting articles as permitted under Massachusetts General Laws, Chapter 39, Section 10.

For articles submitted by elected or appointed boards, committees, or officials, the Selectmen shall list the submitting board(s), committee(s), or official(s) as the Sponsor of the article in the Town Meeting warrant. For articles submitted by individuals under Massachusetts General Laws, Chapter 39, Section 10, the Selectmen shall list as the Sponsor the first registered voter whose certified signature appears on the article submission sheet.

The Sponsor submitting an article for any Town Meeting shall provide an Executive Summary of no more than 100 words describing the intent of the article. (Art. 30, ATM 1998)

2.04.030 Posting Requirements.

A Constable of the Town shall post the approved warrant of every scheduled Town Meeting in a public place in each precinct and in the Town Hall.

At least fourteen (14) days before any Town Meeting the Selectmen shall prepare copies of the approved warrant at each of the following locations: the Town Hall; the Town Hall Annex; the Library; the Senior Center; and at such other convenient places as the Selectmen deem proper.

At least fourteen (14) days before any Town Meeting the Selectmen shall post the approved warrant on the Town's website.

At least fourteen (14) days before any Town Meeting the Selectmen shall submit an Index of the approved warrant articles, for publication in a newspaper of general circulation.

Upon request to the Office of the Selectmen, the Selectmen shall mail a copy of any approved warrant to a voter's residence.

The Selectmen shall make warrants available at the check-in table before each Town Meeting. (Art. 26, ATM May 2010)

2.04.040 Emergency Meeting.

In cases of emergency or unforeseen circumstances the Selectmen may by a four-fifths (4/5) vote of the entire Board call an emergency Special Town Meeting in fourteen (14) or more days. Notice of such emergency Special Town Meeting will be the minimum requirements of such notice as provided by the General Laws of Massachusetts, rather than any other provisions of the Town Bylaws regarding notice of Town Meeting. All articles in the emergency Special Town Meeting warrant must pertain directly to the emergency. (Bylaws Art. I § 18)

2.04.050 Meetings outside the Geographic Limits of the Town.

Pursuant to Massachusetts General Laws, Chapter 39, Section 9, the Selectmen may by a four-fifths (4/5) vote of the entire Board set the location for a Town Meeting to a location outside the geographic limits of the Town. The warrant for any such meeting must not include the election by ballot of any Federal, State, or Town official nor any article that requires a vote by ballot. The intent of this section is to provide the Selectmen with flexibility in setting the location for:

- A. Emergency Special Town Meetings called under Section 2.04.040.
- B. Previously scheduled Town Meetings whose locations must be changed due to problems with the original location.
- C. Town Meetings where attendance is expected to exceed the maximum occupancy of any location within the Town.

2.04.060 Emergency Adjournment of a Scheduled Meeting.

In the event of a townwide emergency that could prevent most voters from safely attending a scheduled Town Meeting, the Town shall invoke the following procedure:

- A. The following Town Officials shall meet, either in person or by teleconference, to discuss the emergency: Chair of the Selectmen; Chair of the Finance Committee; Chair of the School Committee; Town Manager; Town Clerk; Town Moderator; Police Chief; and Fire Chief.
- B. After this discussion, the Police Chief and Fire Chief shall make a recommendation as to whether Town Meeting should proceed as scheduled.
- C. The Town shall notify residents of the Chiefs' recommendation through any available automated telephone service controlled by the Town or the School Department (i.e. Reverse 911, One Call Now, etc.); the Town's web site; television and radio news sources; and available online news resources. If the recommendation is to postpone Town Meeting, the announcement must include details of the plan to postpone the Town Meeting until a date, time, and place specific determined by the Town Officials in the above meeting.
- D. The Town Moderator and Town Clerk shall proceed to the Town Meeting location specified in the warrant. At the time appointed for the meeting, the Town Moderator shall call the meeting to order, inform any voters in attendance of the decision to postpone the meeting, and immediately adjourn the meeting to the determined date, time, and place specific under the Moderator's authority. If necessary to ensure the safety of the Town Moderator and Town Clerk, the Police or Fire Departments shall provide them with transportation services to and from the meeting place.

2.04.070 Governance.

The proceedings of all Town Meetings will be governed by Town Meeting Time, Third Edition, 2001, a handbook of parliamentary law prepared under the auspices of the Massachusetts Moderators Association, except as follows:

- A. No motion requires a second.
- B. A motion to move the question is in order only if the voter making the motion does not speak on the merits of the article immediately prior to making the motion.
- C. If a voter makes a motion to move the question, the Moderator shall allow the opportunity to speak to those voters standing or otherwise having made known their intention to speak at the time of the motion. The Moderator will then take the vote to move the question. The motion to move the question will require a majority vote to prevail.
- D. A motion for indefinite postponement is not in order. The defeat of a motion to adopt, or the absence of a motion to adopt, is identical to indefinite postponement.

- E. The Sponsor of an article or a representative of the Sponsor who possesses proof of representation may make a motion to withdraw the article. Once debate on an article begins, a motion to withdraw will be out of order. The motion to withdraw will be in order only if:
 - a. The Sponsor submits the motion in writing to the Moderator before debate on the article begins.
 - b. The Sponsor makes the motion either before or immediately after the Finance Committee or an entity to which the Finance Committee has deferred makes its main motion.
- F. If an article proposes an amendment to the Personnel Bylaw to change the salary schedules of positions held by one or more current Town employees, the vote on that article will be by secret ballot, unless the proposed change is to be applied to all schedules within the Bylaw. (Bylaws Art. I § 20)
- G. In discussion of an appropriation article, when several different sums of money have been proposed, Town Meeting shall vote on the amounts from smallest to largest.
- H. Other than for items under the Annual Town Budget article at the Annual Town Meeting, no appropriations or transfers of money in excess of one hundred thousand dollars (\$100,000.00) will be valid, if the Finance Committee has recommended a lesser amount than the Department Head has submitted to said Committee, unless the vote for said appropriation or transfer is by secret ballot. (Art. 21, STM 2001)
- I. At the Annual Town Meeting, a motion to lay on the table will be in order only to table to a date, place, and time specific an article related to an appropriation, transfer, or borrowing. A motion to lay on the table will require a two-thirds (2/3) vote to prevail.
- J. A motion to reconsider a prior vote will be out of order except to correct a procedural defect or scrivener's error. The Moderator, with advice from Town Counsel if requested, shall determine whether a procedural defect or scrivener's error has occurred and whether the motion to reconsider is in order. Any voter may make the motion to reconsider a prior vote to correct a procedural defect or scrivener's error. A motion to reconsider will require a majority vote to prevail. (Art. 30, ATM 1998)
- K. Any warrant article or motion thereunder receiving unfavorable action at any Town Meeting will require a three-fourths (¾) vote for adoption at a subsequent Special Town Meeting, unless a larger vote is required by statute or bylaw. This restriction will apply when an article or motion presented at a Special Town Meeting contains the same subject matter or would produce the same effect as one acted on at a previous meeting. A request for a different sum of money will not be construed as changing the subject matter of such an article or motion. (Bylaws Art. I § 16)

When these Bylaws conflict with Town Meeting Time, these Bylaws will prevail. (Art. 30, ATM 1998)

2.04.080 Quorum.

The number of voters necessary to constitute a quorum at Town Meeting will be zero (0). (Bylaws Art. I § 5)

2.04.090 Call to Order.

At the time appointed the Moderator shall call the Town Meeting to order and all persons will be seated. The Moderator shall read each article before placing it before the meeting for consideration, unless the voters approve a motion to waive the reading of the article(s). (Bylaws Art. I § 7)

2.04.100 Consent Calendar.

At the call of the Consent Calendar, the Moderator shall call out the number of the articles, one by one. If a voter objects to the inclusion of any particular article in the Consent Calendar the voter should call out "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 upon in the usual manner. After calling the individual items in the Consent Calendar, the Moderator shall ask the voters to adopt all remaining items as a unit.

The Consent Calendar may include the following noncontroversial individually numbered articles with a brief description printed under each article:

- A. Sale of tax title property
- B. Lease/purchase agreements
- C. Reauthorization of revolving funds
- D. Sale of town-owned land
- E. Acceptance of gifts and donations to the Town
- F. Acceptance of the Annual Town Report
- G. Real estate and personal property revaluation
- H. Reductions to the tax levy
- I. Authorization of Chapter 90 funds
- J. Acceptance of Public Ways

The Selectmen may add other noncontroversial articles to the Consent Calendar, with a brief description, should the Board consider that the articles would pass without debate. (Art. 20, STM 2001; Art. 30, ATM 1998)

2.04.110 Annual Town Budget.

At the call of the Annual Budget Article, the Moderator shall call out the heading of each Budget Classification. If any voter wishes to speak on any budget line item listed under each Budget Classification, that voter should call out "Debate" when that classification is called. The Moderator shall then call for debate on each Budget Classification called out by voters. After the completion of debate on all Budget Classifications, the Moderator shall call for a vote on the Budget Article.

After the approval of the Annual Town Budget, during the fiscal year, transfers of monies within each Budget Classification Total will be prohibited without the prior written approval of the Town Manager and the Department Head responsible for such budget.

After the approval of the Annual Town Budget, during the fiscal year, in the event of a position transfer the Town Manager shall notify the Finance Committee and the appropriate monies will be transferred to the department to which the employee is transferred. This transfer will not require Town Meeting approval.

(Art. 9, STM 2006; Art. 10 (part), STM 2005; Art. 30, ATM 2002; Art. 30, ATM 1998)

2.04.120 Rules to Govern Speakers.

No voter or Town Official may speak on any subject unless recognized by the Moderator. Individuals shall indicate a desire to be recognized by standing at a speaker's microphone or, if unable to stand, by sitting in close proximity to a microphone and raising a hand. If an individual who has not spoken on a subject has indicated a desire to be recognized, the Moderator shall recognize that individual before recognizing anyone who has already spoken once on the subject. No voter or Town Official may speak for more than three minutes at one time, except by approval of the assembly. No voter or Town Official may speak more than twice on any subject, except when responding to a direct question or by approval of the assembly. (Art. 30, ATM 1998)

2.04.130 Debate Rights of Non-Resident Appointed Town Officials.

If a non-resident appointed Town Official sponsors an article, that Official will have the following rights during the debate on the article at Town Meeting without the requirement of approval from the assembly:

- A. To submit amendments to the article and move for adoption of those amendments.
- B. To move for withdrawal of the article under the withdrawal procedure outlined in section 2.04.070 Governance above.
- C. To move to table the article under the provisions of section 2.04.070 Governance above, or to move to take the article off the table.
- D. To speak on the article.
- E. To answer questions regarding the article.

A non-resident appointed Official will not have the right to move for adoption of the article or to make any other motion not listed above.

A non-resident appointed Official will have the right to speak on any article during debate, without requiring approval from the assembly, if the article directly relates to the Official's appointed position or if the Moderator determines that the Official is the appropriate person to respond to a question.

2.04.140 Amendment to Bylaws.

Town Meeting may amend the Town's Bylaws at any Town Meeting, provided that notice of the proposed amendments is provided in the Warrant for said Meeting.

2.04.150 Notice of Adjournment.

The Town Clerk shall post notice of adjourned Town Meetings on government access cable television and in the Town Hall after adjournment. Within 30 days of final adjournment of any Town Meeting, the Town Clerk shall post on the Town's web site and in the Town Hall a list of the articles that came before each Town Meeting and a description of the disposition of each article.

2.04.160 Minutes Included in Annual Report.

The Town Clerk shall include the minutes of all Town Meetings held during the current year in the Annual Report. (Art. 33, ATM 2002: Bylaws Art. I § 6)

2.04.170 Notification of Appointed Committee Members of Expiration of Term.

Before May 1 of each year, the appropriate appointing authority shall notify, in writing, any members of appointed boards or committees whose terms are ending as of the end of the current fiscal year.

Town Moderator

Motion: Keith Rauseo motioned to Adopt Article 38
Warren Carey motioned for Indefinite Postponement
Joseph Gill supported Indefinite Postponement
Elizabeth Carey supported Indefinite Postponement
Jayne Miller motioned to Move the Question

Vote:	The motion to Move the Question was Adopted	9:35 PM	5/8/13
	Article 38 was Indefinitely Postponed	9:36 PM	5/8/13

Executive Summary: The purpose of this article is to rewrite the town bylaw that defines the Town's Open Town Meeting procedures. The primary goals of these proposed changes are:

1. Reorganize and reorder the sections into a more cohesive and sensible order.
2. Clarify language to make the chapter more understandable for the general reader.
3. Codify the differences between Tewksbury's enacted and traditional Town Meeting procedures and those defined in Town Meeting Time.
4. Enact new Town Meeting procedures to streamline the Town Meeting process.
5. Remove obsolete or superfluous provisions.

ARTICLE 39

To see if the Town will vote to amend the Town Bylaws, Chapter 18.04 CONSERVATION COMMISSION WETLANDS PROTECTION, Section 18.04.030 Jurisdiction, subsection (7) by changing the current language:

When partial encroachment into the No Build Zone setback is unavoidable, the applicant may mitigate this encroachment by increasing the size of the buffer strip area by an amount equal to or greater than the area of the encroachment, using the following guidelines:

- 1) The encroachment shall not exceed 10% of the total area of the No Build Zone setback for the lot; and
- 2) The encroachment shall not exceed 25% of the recommended width of the total setback from the resource area. The applicant shall demonstrate to the Commission's satisfaction that future use of the site is not likely to result in intrusion into,

or alteration of, the buffer strip. The Commission may require the applicant to submit a use plan and narrative as part of that demonstration. At the Commission's request, the applicant shall demonstrate to the Commission's satisfaction that work or activities proposed at the edge of the No Disturb Zone and No Build Zone are necessary and that reasonable alternatives, including reducing the scale and scope of the project or adjusting other setbacks, do not exist.

to the following language:

Partial encroachment into the No Build Zone is allowed subject to the following conditions:

- a) The encroachment shall not exceed 10% of the total area of the No Build Zone for the lot;
- b) The applicant shall demonstrate to the Commission's satisfaction that construction activities and future use of the site is not likely to result in intrusion into, or alteration of, the No Disturb Zone;
- c) The commission may require that permanent and visible demarcation of the No Disturb Zone is established and maintained in perpetuity so that current and future landowners are aware of the No Disturb Zone.

Tewksbury Conservation Commission

Motion: The Finance Committee deferred to the Conservation Commission
Sean Czarniecki, representative of the Conservation Commission, motioned to Adopt Article 39
Kevin Donnelly motioned for Indefinite Postponement

Vote: Indefinite Postponement Failed 9:45 PM 5/8/13

Point of Order: Kevin Donnelly and 7 others stood in doubt of the voice vote, causing the Moderator to take a standing count.

Vote: Indefinite Postponement Failed after a standing count (Yes 18/ No 111) 9:50 PM 5/8/13

Vote: Article 39 was Adopted 9:51 PM 5/8/13

Executive Summary: The Tewksbury Conservation Commission, in its effort to promulgate continual improvements to the Town's local Wetlands Protection Bylaw, propose this change to clarify and simplify the language that allows encroachment into the No Build Zone. By limiting the encroachment to 10% of the total area of the No Build Zone, the Bylaw still protects the Resource Areas from the impacts of development, but allows property owners to build additions to their homes. The No Disturb Zone remains unchanged at 25 feet.

ARTICLE 40

Calls on Congress to propose a constitutional amendment that empowers congress and the states to limit political spending in elections, and to end the era of corporate constitutional rights.

William J. Deignan, Jr.

Moderator's Statement Prior to Discussion on ATM Article 40:

Article 40 is a citizen's petition calling for a resolution from the Tewksbury Town Meeting to the Town's representatives in the U.S. Congress requesting that they propose an amendment to the U.S. Constitution. This type of warrant article is in order, and resolutions on this specific issue have been brought before many Town Meetings in Massachusetts, but the text of the article as printed in the warrant is not in the proper form for a motion. The motion for a formal resolution requires text that typically begins with declarations as to the reasons for the resolution, followed by the resolution itself. Without a motion in this form, Town Meeting can take no action on this article. The article was sponsored by Mr. William Deignan. Mr. Deignan was not present to present the text of a formal motion. In his absence, Ethan Scarl presented the following resolution to the Assembly:

TEXT OF PROPOSED RESOLUTION:

Motion: To see if the Town will vote to approve the following resolution:

Whereas, the United States Constitution and the Bill of Rights are intended to protect the rights of individual human beings (“real people”); and,

Whereas, corporations are not mentioned in the Constitution but are artificial entities created through state charters, which charters originally severely limited their lifespan and activities and often forbid them from owning other corporations or contributing to political candidates or ballot issues; and,

Whereas, the United States Supreme Court in Citizens United v. Federal Election Commission presents a serious threat to self-government by allowing unlimited corporate spending to influence elections; and,

Whereas, Article V of the united States constitution empowers and obligates the people of the united States of America to use the constitutional amendment process to correct egregiously wrong decisions of the United States Supreme Court that go to the heart of our democracy;

Now therefore, be it resolved that the voters of Tewksbury, Massachusetts hereby instruct the Senators representing the Commonwealth of Massachusetts and the member of the United State House of Representatives representing this Congressional District to propose, and our state legislators to ratify, an amendment to the United State Constitution to provide that corporations are not entitled to the constitutional rights of real people and that money is not speech for purposes of campaign-related expenditures and contributions, or take any other action related thereto.

Motion: Ethan Scarl motioned to Adopt the Resolution
David Gay motioned to Move the Question
Richard O’Neil, Jr. seconded the motion to Move the Question

Point of Order: Warren Carey objected to Mr. Scarl’s reading of the resolution.
Joseph Gill objected to reading of the resolution.
Elizabeth Carey objected to the wording of the Article, questioning if Town Meeting voters should be considered “the voters of Tewksbury”

Ruling: Moderator Rauseo ruled the objections Out of Order.

Vote: The motion to Move the Question was Adopted 10:08 PM 5/8/13
The Resolution was not Adopted 10:09 PM 5/8/13

Executive Summary: The 2010 Supreme Court decision in citizens United u Federal Election Commission, declared corporations to have the same constitutional rights as people and took away the power of congress and the states to limit campaign contributions and spending. Following this decision we have seen campaign spending skyrocket. Corporations, unions, super pac are funneling hundreds of millions of dollars into campaigns, dominating debate with their own agendas. A yes vote on Article #1 calls for a constitutional amendement that empowers congress and the states to regulate political spending.

Finance Committee Chairman, Thomas Cooke motioned to Adjourn the May 6, 2013 Annual Town Meeting Sine Die, and this motion was Adopted. 10:10 PM 5/8/13

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

Special Town Meeting

May 8, 2013

Tewksbury Memorial High School
320 Pleasant Street
Special Town Meeting
May 8, 2013

Moderator Keith Rauseo called to order the May 8, 2013 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.

Mr. Rauseo invited the newest members of our elected boards, Mrs. Lisa Puccia of the School Committee, Mr. Raymond Barry of the Board of Health, and Mr. James Wentworth of the Board of Selectmen, to lead us in the Pledge of Allegiance.

The Moderator designated the visitors section and reminded the visitors to display their red ribbons and the voters to display their peach or blue voting ribbons. Mr. Rauseo explained that those wearing blue ribbons are eligible to vote in the Special Town Meeting only. He informed the Assembly of the Town Meeting Guidelines printed on the back of the Warrant. He pointed out the emergency exits and reminded those who have cell phones to turn them off or to put them on vibrate. Moderator Rauseo explained general Town Meeting guidelines and procedures including the process necessary for a voter to speak on an issue:

“Officials and article sponsors who are addressing the voters may use the podium. Voters speaking on an issue may use the microphone in the middle aisle at the front of the seating area. Begin your remarks by stating your full name and street address for the record. 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. You may return to the podium after other voters who wish to speak have had their turn. Address all comments and questions to or through the Moderator.”

Mr. Thomas Cooke, the chairman of the Finance Committee, will make the first motion on every article unless the Finance Committee is deferring to another board.

Scott Wilson, Chairman of the Board of Selectmen, announced that the Annual Post Office Food Drive will be held on Saturday, May 11, 2013. All items collected will benefit the 250 families that the Tewksbury Food Pantry supports monthly. Residents who wish to contribute should leave non-perishable food items by their mailbox on Saturday. For more information, those interested may visit the Food Pantry’s website at www.tewksburypantry.org

On Wednesday May 8, 2013, there were 274 voters and 21 visitors in attendance.

Finance Committee Chairman, Thomas Cooke, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 7:07 PM 5/8/13

Finance Committee Chairman, Thomas Cooke, motioned to Adjourn the May 8, 2013 Special Town Meeting, and this motion was Adopted. 7:58 PM 5/8/13



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO
TOWN CLERK

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

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant, on May 8, 2013.

APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING – MAY 8, 2013

	ARTICLE	CPA APPROPRIATION	MEMO
1	FY13 BUDGET TRANSFER		331,300.00 within FY13 budget
2	PREVIOUS YEAR BILLS		3,500.00 within FY13 budget
3	RECREATIONAL ATHLETIC FIELD	600,000.00	
TOTALS		600,000.00	334,800.00

CPA Appropriation \$600,000.00

ATTEST:
DENISE GRAFFEO
TOWN CLERK

ARTICLE 1

To see if the Town will vote to transfer within the FY13 budget the following sums of money or take any action related thereto:

FROM:	AMOUNT:
Unclassified: Fire and Liability Insurance:	9,000.00
Unclassified: Town Group Health insurance:	210,000.00
Unclassified: Town Unemployment:	5,000.00
Computer Services Regular Salaries:	12,000.00
Treasurer/Collector Regular Salaries:	1,000.00
Treasurer/Collector Overtime:	1,500.00
Parks and Recreation Regular Salaries	3,000.00
Planning Regular Salaries:	4,500.00
COA Permanent Part-Time	1,300.00
DPW Administration Operating	10,000.00
DPW Highway Operating	15,000.00
DPW Forestry Operating Contract Sevices	10,000.00
DPW Highway Regular Salaries:	19,000.00
Library Regular Salaries:	30,000.00
Total	331,300.00
TO:	
School Health Insurance	12,500.00
Unclassified: Town Debt Principal:	16,200.00
Veterans Aid	142,000.00
Veterans Medical	22,000.00
Admin. Sevices Medical	1,000.00
Board of Selectmen Legal	19,000.00
Town Counsel	19,000.00
Town Hall Energy Utilities:	10,000.00
Town Hall Maintenance and Repair:	5,000.00
Auxiliary Buildings Energy Utilities:	2,000.00
Police Gas/Diesel:	30,000.00
Police Overtime:	16,600.00
Fire Gas/Diesel:	13,000.00
Fire Overtime:	23,000.00
Total	331,300.00

Town Manager

The Moderator noted a Scrivener’s error on page 3 of the Warrant. Transfer is “within FY13 budget”, and there were no objections.

Motion: The Finance Committee motioned to Adopt Article 1

Vote: Article 1 was Adopted 7:08 PM 5/8/13

Executive Summary: This article is a regular Special Town Meeting article where the Town transfers funds from accounts with a projected surplus to accounts with a projected deficit or to accounts to allow for the purchase of needed items or services.

ARTICLE 2

To see if the Town will vote to approve the sum of \$3,500 to pay an outstanding bill of previous fiscal year from Sewer Enterprise Fund; or take any other related action.

Sewer Enterprise Fund Garrity and Knisely \$3,500

Town Manager

Motion: The Finance Committee motioned to Adopt Article 2 in the amount of \$3500.00 and pay bill out of the Sewer Enterprise funds available.

Vote: Article 2 was Adopted/Unanimous (9/10 required) 7:09 PM 5/8/13

Executive Summary: According to Massachusetts General Law bills that are late must be approved by Town Meeting before payment. This article will authorize the bill to be paid and allow transfers to cover the amount.

ARTICLE 3

To see if the Town of Tewksbury will vote to appropriate the sum of \$450,000 to assist in the creation of a new proposed recreational Athletic Field, not including artificial turf, on the campus of Tewksbury Memorial High School, 320 Pleasant Street, including allowed costs incidental and related thereto;

To fund such creation, \$450,000 shall be transferred from the Tewksbury Community Preservation Undesignated Fund Balance.

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

Community Preservation Committee

Motion: Nancy Reed, Community Preservation Committee Chair motioned to Amend Article 3 and correct the Executive Summary to replace “complex” with “field” and recommended Adoption as Amended
The Finance Committee motioned to Adopt Article 3 and appropriate from available CPA funds the amount \$600,000.00 as amended by the Town Manager and Community Preservation Committee.
School Committee Chair, Brian Dick supported Adoption of Article 3 as Amended
As Brian. Dick approached the five minute limit of speaking time, Moderator Rauseo motioned to allow him to continue to address the Assembly
Joseph Gill motioned to Move the Question

Vote: Nancy Reed’s motion to Amend Article 3 was Adopted 7:12 PM 5/8/13
The motion to allow Brian Dick to continue speaking beyond the five minute limit was Accepted 7:25 PM 5/8/13
The motion to Move the Question was Adopted 7:40 PM 5/8/13
Article 3 was Adopted as Amended (Yes 189/ No 39) 7:45 PM 5/8/13

Executive Summary: The Friends of Tewksbury Athletic Complex propose the use of CPA funds to assist in the construction of the new Athletic Complex on our High School campus. This use of CPA funds is allowed under MGL Chapter 44B, Section 5.b.2 as creation of a new recreational use. CPA funds will not be used to fund the turf field portion, as prohibited in MGL, but will be used to fund other costs related to the construction of this Complex

AMENDMENT:

To change the amount of \$450,000 to \$600,000 in the first line and fifth line of the article.

ARTICLE 3 AS AMENDED:

To see if the Town of Tewksbury will vote to appropriate the sum of \$600,000 to assist in the creation of a new proposed recreational Athletic Field, not including turf field costs, on the campus of Tewksbury Memorial High School, 320 Pleasant Street, including allowed costs incidental and related thereto;

To fund such creation, \$600,000 shall be transferred from the Tewksbury Community Preservation Undesignated Fund Balance.

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

EXECUTIVE SUMMARY AMENDMENT:

Line 2 and Line 6 change the word 'Complex' to 'Field'

EXECUTIVE SUMMARY AS AMENDED:

The Tewksbury Town Manager and the Friends of Tewksbury Athletic Complex propose the use of CPA funds to assist in the construction of the new Athletic Field on our High School campus. This use of CPA funds is allowed under MGL Chapter 44B, Section 5.b.2 as creation of a new recreational use. CPA funds will not be used to fund the turf field portion, as prohibited in MGL, but will be used to fund other costs related to the construction of this Field.

ARTICLE 4

To see if the Town will vote to transfer from the Stabilization Fund the sum of \$400,000 to be expended by the Town Manager for the cost of constructing an all-purpose artificial turf field at the Tewksbury Memorial High School, including the payment of all costs incidental and related thereto.

Town Manager

Motion: Town Manager, Richard Montuori motioned to Withdraw Article 4

Vote: Article 4 was Withdrawn

7:46 PM

5/8/13

Executive Summary: This article expends funds from the Stabilization fund as part of the Town's match to a Grant through Massachusetts Division of Conservation Services PARC Grant Program to fund the construction of an all-purpose artificial turf field, at the Tewksbury Memorial High School

ARTICLE 5

To see if the Town will vote to accept the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, establishing a self-sufficient revolving fund, effective July 1, 2013, to account for revenues and expenditures relating to improving the energy efficiency of Town and School Buildings, equipment and infrastructure. The fund shall be credited with amounts received related to rebates, grants and donations generated from energy efficiency projects and programs through the Commonwealth of Massachusetts, Public Utilities and Non-profits or Private entities.. 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 \$500,000, or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 5, pursuant to and in accordance with MGL, Chapter 44, Section 53E ½
Joseph Gill motioned to Move the Question

Vote: The motion to Move the Question was Adopted
Article 5 was Adopted

7:55 PM

5/8/13

7:56 PM

5/8/13

Executive Summary: This article authorizes the Town to establish a self-sufficient revolving fund to account for the revenues received from grants and donations generated from energy efficiency projects and programs that the Town participates. Expenditures will be used for energy efficiency and improvement projects within the Town.

ARTICLE 6

To see if the voters of the Town of Tewksbury will amend the Zoning Bylaws by adding the following language to Section 8684 1. Residential Uses, Affordable Housing Requirement:

Section 8684 1. Residential Uses.

Affordable Housing Requirement

An application for a CVOD Special Permit as a Residential Use development shall require that 15 % of the dwelling units, be established as Affordable Housing Units (Section 7013.a.) in perpetuity,

ADD: with the exception of Assisted living and Elderly congregate living facility proposals, where the Planning Board finds that strict adherence to Section 7013 a. and State defined requirements for Affordable Housing are not feasible.

Planning Board

Motion: The Finance Committee deferred to the Planning Board
The Planning Board motioned to Adopt Article 6

Vote: Article 6 was Adopted/Unanimous (2/3 required)

7:57 PM

5/8/13

Executive Summary: The addition of this exception to the Affordable Housing requirement for Assisted Living and Elder Congregate care facilities will give the Planning Board the flexibility to accept proposals that meet diverse housing needs where strict adherence to State defined Affordable Housing requirements is not feasible.

Finance Committee Chairman, Thomas Cooke motioned to Adjourn the May 8, 2013 Special Town Meeting Sine Die, and this motion was Adopted.

7:58 PM

5/8/13

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

Special State Election

June 25, 2013

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the Senior Center for Precincts 1 and 1A; at the Recreation Center for Precincts 2 and 2A; at the Lowell Assembly of God for Precincts 3 and 3A; and at the Library for Precincts 4 and 4A, the following business was transacted. Registered on the ballot boxes in the eight Precincts showed 0000, and check lists were in order. Polls opened at 7:00 AM and closed at 8:00 PM. There were 5,455 ballots cast.

Precinct 1	Eleanor Beattie, Warden	Ellen M. Keefe, Clerk
Precinct 1A	Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2	Kathleen M. Brothers, Warden	Katherine Maher, Clerk
Precinct 2A	Gail Pollard, Warden	Cheryle Laffey, Clerk
Precinct 3	David Barletta, Warden	Larry Bairstow, Clerk
Precinct 3A	Mary Pilcher, Warden	Loretta Ryan, Clerk
Precinct 4	John Coviello, Warden	Rita O'Brien Dee, Clerk
Precinct 4A	Teresa Perrotta, Warden	Dorothy McGrath, Clerk

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Total Votes Cast	688	717	620	537	760	705	720	708	5,455

SENATOR IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Gabriel E. Gomez	412	445	354	316	479	438	428	417	3,289
Edward J. Markey	273	262	262	216	275	264	284	285	2,121
Richard A. Heos	2	7	1	4	4	3	5	5	31
Write-ins	1	3	3	1	2	0	3	1	14
TOTAL	688	717	620	537	760	705	720	708	5,455

# Eligible Voters	20,899
Total Votes Cast	5,455
Percent	26.1%

Special Town Meeting

August 20, 2013

Tewksbury Memorial High School
320 Pleasant Street
Special Town Meeting
August 20, 2013

Moderator Keith Rauseo called to order the August 20, 2013 Special Town Meeting at 7:00 PM given that a quorum of voters was present and a properly served and returned warrant was in possession. Due to the large number of attendees still checking in, the Moderator called for a 15 minute recess. Moderator Rauseo called the Special Town Meeting back to session at 7:15 PM, and recessed again for another 20 minutes. Moderator Rauseo reconvened Special Town Meeting back to session at 7:35 PM. Audio issues in the cafeteria delayed the meeting for another five minutes pushing the start time to 7:40 PM.

Veterans Agent James Williams led the Assembly in the Pledge of Allegiance.

Voters are seated in the gymnasium, cafeteria, and auditorium. Moderator Rauseo appointed James Cutelis and Michael Kelley as Assistant Moderators. Mr. Cutelis and Mr. Kelley were sworn in by Town Clerk, Denise Graffeo, prior to performing their duties.

On Tuesday August 20, 2013, there were 2796 voters and 117 visitors in attendance.

Before beginning discussion on the Article, Moderator Rauseo made the following comments:

“While in the hall, remain seated at all times so I know who wishes to speak and so our counters can accurately tally standing counts. Turn your cell phones off or to silent and do not make phone calls in the hall. Emergency exits are located at the corners of the gymnasium and auditorium to the left and right of the Moderator 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 any of the seating areas.

Town Meeting Guidelines are printed in the back of the warrant for reference, but given the large audience I will provide detailed instructions regarding meeting procedures. Voters are wearing yellow ribbons and must display those ribbons prominently so our counters and I can see them. Visitors are wearing red ribbons. Visitors requiring handicapped-accessible seating may sit in the marked area at the rear of the gym; all other visitors except those at the press table must assemble in the track area above the gymnasium floor. Visitors may speak to the assembly only if a voter makes a motion to allow it and the voters approve that motion, or if the Moderator requests that they answer a voter’s question. While the project we will discuss tonight has implications for communities other than Tewksbury, visitors are observers and guests here, and they shall be silent and make no vocal demonstrations of support or opposition during the meeting.

Town officials addressing the voters may use the podium on the floor. Voters or visitors allowed to speak may use the microphone in the middle aisle at the front of the seating area. If you are seated in the cafeteria or auditorium, you must come to the gym to speak on the article. All comments from the gym will be broadcast to the other locations via the public address system. Please begin your remarks by stating your full name and street address for the record, and speak clearly and directly into the microphone. There is a five-minute speaking limit for any appearance at the microphone by a voter or official – if you ask questions, the clock will not stop during the response. I will provide a one-minute warning, and if you reach the time limit and I ask you to stop, you must stop immediately. If you need more time, you may request a specific amount of time and if the voters approve the request you will get that time. If necessary, you may return to the podium after other voters who wish to speak have had

their turn. If you speak a second time, it must be to offer additional information beyond that offered in your original appearance, not to repeat what you said earlier. I am setting a three-minute limit for any approved appearance by a visitor. Visitors may speak on the article only once and may not ask questions.

Address all comments and questions to or through the Moderator, not directly to officials or other voters. I cannot stress this last point more strongly. Do not reference other individuals or officials in your remarks – we will debate the merits of the proposal, not the merits of the officials involved or the people for or against it. If I let someone say a person is great, I have to let someone else say the person isn't so great, and vice versa. We'll have a better meeting if everyone can keep their personal feelings about others to themselves and talk about the topic rather than the people involved. If a voter asks a question, I will request an answer from the person I believe is proper – that person may be a visitor.

When a speaker finishes, do not applaud or boo. Applauding wastes time and turns the meeting into a contest to see which side can applaud the longest or loudest after each speaker. Booing has similar effects while also being particularly childish and disrespectful.

On Saturday, I visited the 9-11 Memorial at the World Trade Center in New York City. It was deeply moving to be there and recall how Americans came together and put our differences into the proper light after the horror of September 11, 2001, and how people from Tewksbury honor those lost through yearly ceremonies at our own 9-11 Memorial. While the project we'll discuss tonight has aroused great passion from those both for and against it, I hope that during the debate we will keep in mind the unity we feel deep in our hearts, which sadly seems to show itself only during times of great stress or tragedy. I wish it were evident more often. Later tonight voters will make an important decision. The debate beforehand will be characterized by its civility, its dignity, and its respectfulness – any attempt to characterize it differently will be unacceptable.

Tonight we will discuss an article regarding the zoning changes necessary to allow the development of a Category 2 slots-only gaming establishment as defined by state law. As there is no current provision allowing gaming facilities within Tewksbury's zoning by-law, it will be acceptable for voters to speak both about the introduction of an allowance for gaming and the specific zoning provisions described in the article.

During the debate, if an amendment is submitted for consideration, we will debate and act on the amendment immediately, then continue debate on the article itself, so that only one amendment is pending at any time.

Mr. David Aznavoorian, the Chairman of the Finance Committee, will make the main motion on the article.”

Community Development Director, Steven Sadwick gave a brief presentation and description of the Zoning Article.

Town Manager, Richard Montuori spoke in support of the Article and recommended Adoption.

Finance Committee Chairman, David Aznavoorian, motioned to Waive the Reading of the Warrant Article and this motion was Adopted. 7:42 PM 8/20/13

Finance Committee Chairman, David Aznavoorian, motioned to Adjourn the August 20, 2013 Special Town Meeting, Sine Die and this motion was Adopted. 9:48 PM 8/20/13

ARTICLE 1

To see if the Town will vote to amend the Tewksbury Zoning Bylaw and the Zoning Map by adding the following Section 8700 to the Zoning Bylaw and adding the overlay map described below to the Town's Zoning Map:

8700. AMES POND OVERLAY DISTRICT

8701. Purpose. The purpose of this Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town of Tewksbury adjacent to Ames Pond.

8702. Scope of Authority. The Ames Pond Overlay District is an overlay district that is superimposed on properties adjacent to Ames Pond that are in the Office Research (OR) District. All uses permitted in the underlying Office Research (OR) District shall be allowed in the Ames Pond

Overlay District as further described in Appendix A: Table of Use Regulations subject to said existing by right and by Special Permit. The following additional uses shall also be allowed in the Ames Pond Overlay District upon the issuance of a Special Permit from the Planning Board: Gaming Establishments with a Category 2 License as limited under Massachusetts General Law, Chapter 23K, as of the date of passage of the Ames Pond Overlay District, which includes a gaming area and any other nongaming structure related to the gaming area and, notwithstanding any other provision of these Bylaws, may include, but shall not be limited to, hotels, restaurants or other amenities.

8703. Relationship to Existing Zoning. The underlying zoning shall remain an integral part of the Tewksbury Zoning Bylaw and is not modified, repealed nor amended by this section. The property owners in this overlay district shall possess all current zoning rights including by-right uses for the underlying districts and be subject to the requirements applicable in the underlying zones when utilizing the uses allowed in the underlying district. In the event that an owner desires to use the owner's property for development as here defined, the regulations of this overlay district shall apply and by filing an application for development subject to such regulations, the owner accepts and is bound by such regulations. Where this overlay district's provisions are silent on a zoning rule, the requirements of the underlying zoning shall apply. In addition, projects allowed under the underlying zoning are not eligible to apply under this overlay district unless they meet all of the requirements of this overlay district.

8710. Location.

8711. The Ames Pond Overlay District shall be defined as follows:

That portion of the Town of Tewksbury located in the Office Research (OR) District that is north or east of Ames Pond and that is south of Interstate 495. Only those lots that are adjacent to the shoreline of Ames Pond shall be included in the Ames Pond Overlay District. More specifically, the Town of Tewksbury Zoning 2013 Map, on file at the office of the Town Clerk, is hereby amended to include the Ames Pond Overlay District.

8720. Dimensional Regulations.

8721. Dimensional Regulations. Except as provided herein, all dimensional regulations in the Ames Pond Overlay District shall be in accordance with the provisions of Section 4000, Dimensional Regulations and Appendix B. The Planning Board may grant an Ames Pond Special Permit (AP-SP) for developments within the Ames Pond Overlay District upon finding that the following, Section 8721, (a) through (e), provide substantial benefit to the overall proposal.

- (a) **Minimum Area.** The parcel or set of contiguous parcels for which the AP-SP is requested shall not be less than twenty-five (25) acres prior to any dedication of any portion of said parcel or set of contiguous parcels for purposes of, by way of example only, public or private ways, and common or open space areas. All of said twenty-five (25) acre parcel shall be located exclusively in the Town of Tewksbury and shall be located entirely within the Ames Pond Overlay District.
- (b) **Maximum Lot Coverage.** The total lot coverage by structures and impervious surfaces shall not exceed thirty (30%) percent of the total area of the parcel.
- (c) **Minimum Frontage.** The minimum frontage shall be 70 feet for the parcel or set of contiguous parcels.
- (d) **Building and Parking Setbacks.** No accessory use or structure shall be located within 50 feet of any boundary of the Ames Pond Overlay District, provided further, however, that no accessory use

or structure shall be located within 100 feet of any abutting residential district. Except with respect to abutting residential districts, the setback may be reduced to zero (0) feet by Special Permit to accommodate an approved water-dependent use.

- (e) **Maximum Building Height.** Structures may be allowed in excess of 35 feet or two and one-half stories in the Ames Pond Overlay District. In no event shall a special permit be issued for structures in excess of 60 feet or 5 stories.

8730. General Regulations

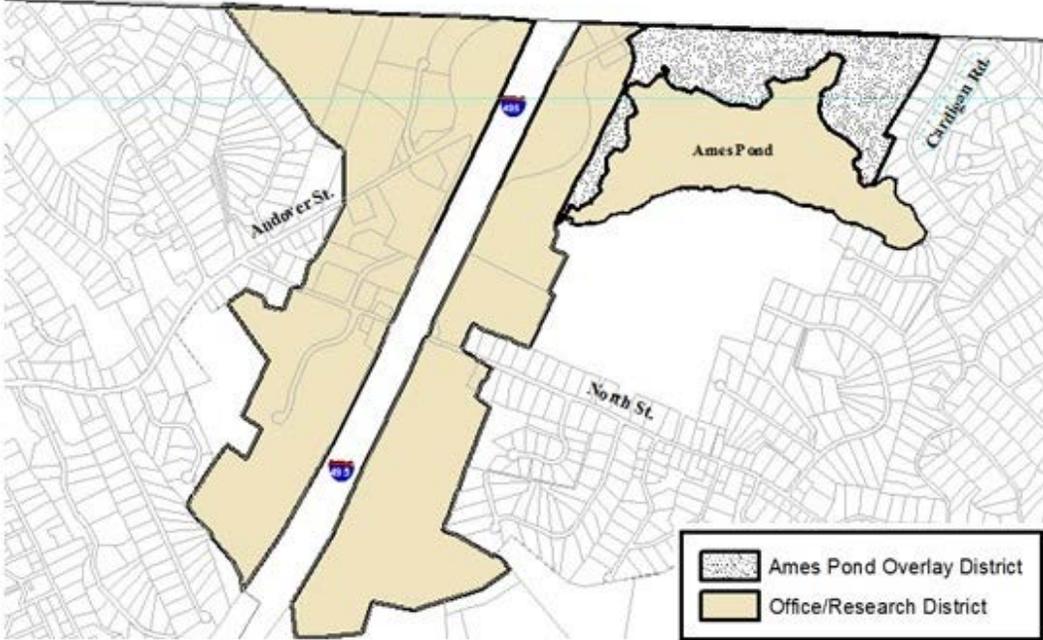
8731. Parking and Loading Requirements. Parking and loading requirements shall be in accordance with the provisions of Section 5100 and Appendix C.

8732. Signs. Sign requirements shall be in accordance with the provisions of Section 5200.

8733. Environmental Performance Standards. Environmental Performance Standards shall be in accordance with the provisions of Section 5300.

8740. Landscaping, Screening and Buffer Requirements

8741. All landscaping, screening and buffer Requirements in the Ames Pond Overlay District shall be in accordance with the provisions of Section 5400, Landscaping, Screening and Buffer Requirements.



Board of Selectmen

Motion: The Finance Committee voted 4 to 1 to Approve and motioned to Adopt Article 1
Chairman of the BOS, Scott Wilson made a motion to Fix the Method of Voting to a Secret Ballot
The Planning Board voted 3 to 2 to recommend Adoption of Article 1
Gene Walsh made a motion to grant permission for Representative Miceli to speak
Phillip Zerofski made a motion to Disallow All Visitors Permission to Speak
Raymond Bowden made a motion to Move the Question

Point of Order: Mark Johnson questioned Scott Wilson's permission to speak at the microphone designated for Town Officials and suggested that he speak at the microphone designated for residents

Ruling: Moderator Rauseo ruled that because Mr. Wilson was speaking on behalf of the Board of Selectmen, as an Elected Official and Chairman of the Board of Selectmen, he has the authority to speak at the microphone designated for Town Officials.

Point of Order: Elizabeth Carey expressed concern that voters were moving around and leaving during the vote suggesting that given the condition, it would be difficult to obtain an accurate count.

Ruling: Moderator Rauseo designated the doors leading directly outside to the right of the podium as a means of egress for those voters wishing to leave the gymnasium prior to Adjournment.

Vote:	The motion to Fix the Method of Voting to a Secret Ballot Failed	7:51 PM	8/20/13
	The motion to Allow Representative Miceli Permission to Speak Failed	8:06 PM	8/20/13
	The motion to Disallow All Visitors Permission to Speak was Adopted	8:07 PM	8/20/13
	The motion to Move the Question was Adopted	9:22 PM	8/20/13
	Article 1 was Defeated 995 Yes/ 1568 No (2/3 required=1709)	9:47 PM	8/20/13

Executive Summary: Penn National Gaming, Inc. proposes to develop, through a subsidiary, a Massachusetts General Law, Chapter 23K, Category 2 gaming establishment on Ames Pond Drive. This article would allow such use by creating a new Ames Pond Overlay District that is superimposed on properties adjacent to Ames Pond that are in the Office Research (OR) District in which such use is permitted. In addition, it establishes dimensional limitations, including a 100 foot setback from any abutting residential district, a maximum coverage ratio of 30%, a maximum building height of 60 feet, a minimum frontage requirement of 70 feet, and a minimum 25 acre lot size.

Finance Committee Chairman, David Aznavoorian motioned to Adjourn the October 20, 2013 Annual Town Meeting Sine Die, and this motion was Adopted. 9:48 PM 8/20/13

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

Special Town Meeting

October 1, 2013

Tewksbury Memorial High School
320 Pleasant Street
October 1, 2013 Special Town Meeting

Moderator Keith Rauseo called to order the October 1, 2013 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. Mr. Rauseo welcomed attendees, who have come to participate in the governing of our Town.

“Good evening. It is 7:00 PM on Tuesday, October 1, 2013, and given that a quorum of voters is present and we are in possession of a properly served and returned warrant, I call this Special Town Meeting to order.

While our leaders in Washington led us into a shutdown of the federal government this morning, the wheels of local government keep turning in Tewksbury, and welcome to all of you who have come to participate. If everyone would please rise, I will ask Veteran’s Agent James Williams to lead us in the Pledge of Allegiance.” Veterans Agent James Williams led the Assembly in the Pledge of Allegiance.

“On September 24, Miss Frances Senneville passed away at the age of 80. Before her illness, Miss Senneville was an active Town Meeting participant for many years, and her passionate appearances at the podium, usually as an advocate for Tewksbury’s senior citizens, were memorable, admirable, and an example for us all.” There was a moment of silence in memory of Frances Senneville.

“Town Meeting Guidelines are printed in the back of the warrant for your reference. Voters are wearing purple ribbons. Display those ribbons prominently so the counters and I can see them. Visitors wearing red ribbons 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, and will have three minutes. During debate on an article, if a voter submits an amendment for consideration, 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. Mr. David Aznavoorian, the chairman of the Finance Committee, will make the first motion on every article unless the Finance Committee is deferring to another board.”

Before adjourning the Special Town Meeting, Moderator Keith Rauseo made the following comments:

“Before we adjourn this evening, I would like to recognize State Representative James Miceli, who arrived shortly after the start of the meeting. Welcome, sir, and thank you for attending. I would like to thank Joe Dermody, Roland Patterson, and the rest of the media and custodial staff at TMHS for their efforts in preparing the hall and televising the meeting; Town Clerk Denise Graffeo, Assistant Town Clerk Michele Sullivan, 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. On a personal note, unless the Selectmen call another Special Town Meeting before the town election next April, tonight’s meeting will be the last before my current term as Moderator ends. My thanks to the Town Manager, Town Clerk, Town Counsel, and everyone else who has helped me prepare for and manage our past eleven meetings. For several reasons, I will not be a candidate for re-election next year. I am announcing this now because our next Moderator is probably here tonight and I want to give anyone who is interested in the job as much time as possible to prepare for it. It is an honor to serve in this position and be part of

our local government, but after my term ends in April it will be time for me to step aside and focus on other things. I wish my successor well and I will be happy to help him or her as much as I can.”

On Tuesday, October 1, 2013, there were 125 voters and 11 visitors in attendance.

Finance Committee Chairman, David Aznavoorian, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 7:03 PM 10/1/13

Finance Committee Chairman, David Aznavoorian motioned to Adjourn the October 1, 2013 Special Town Meeting Sine Die, and this motion was Adopted. 7:50 PM 10/1/13



Town of Tewksbury

TOWN HALL
1009 MAIN ST

TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

Phone: 978-640-4355

Fax: 978-851-8610

DENISE GRAFFEO
TOWN CLERK

dgraffeo@teWKsbury-ma.gov

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant, on October 1, 2013.

APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING –OCTOBER 1, 2013

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM FREE CASH	OTHER AVAILABLE FUNDS	CPA RESERVE	ENTERPRISE FUNDS	WATER ENTER RETAINED	SEWER ENTER RETAINED	BORROW	
1	Tewksbury Firefighters Agreement	135,000.00							
2	Reduce FY14 Fire & Liability Insurance	(1,000.00)							
3	Additional FY14 Budget Appropriation	814,400.00							
4	MSEC Settlement to School Dept. Circuit Breaker	265,326.00							
5	Town One Time Items		215,768.00						
6	School One Time Items		300,000.00						
7	Outstanding FY13 Bills	12,531.74							
8	Health Insurance Mitigation		127,000.00						
9	OPEB		350,000.00						
10	Personnel Study		20,000.00						
11	Stabilization Fund		545,726.00						
12	Crest Road/Main Street Work				115,000.00				
13	VFD's and Control Systems			52,360.00					Re-Allocation of Funds Art. 14 2012 ATM
14	Affordable Housing Trust			248,380.00					
15	Rehab Existing Playgrounds			350,000.00					
16	Rescind Borrowings							(850,000.00)	Art 12 10/2/12 STM Synthetic Turf Art.15 5/4/09 ATM DPW Plumbing
TOTALS		1,226,257.74	1,558,494.00	52,360.00	598,380.00	115,000.00	0.00	0.00	(850,000.00)

Raise & Appropriate	\$1,226,257.74
Transfer From Free Cash	\$1,558,494.00
Transfers	\$52,360.00
CPA Reserve	\$598,380.00
Enterprise Funds	\$115,000.00
Water Enterprise Retained	\$0.00
Sewer Enterprise Retained	\$0.00
Borrowing	(\$850,000.00)

ATTEST:
DENISE GRAFFEO
TOWN CLERK

ARTICLE 1

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 beginning July 1, 2012; or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori motioned to Amend Article 1
The Finance Committee motioned to Adopt Article 1 as Amended by the Town Manager

Vote: The Amendment was Adopted	7:04 PM	10/1/13
Article 1 was Adopted as Amended	7:06 PM	10/1/13

AMENDMENT:

To see if the Town will vote to raise and appropriate ~~or transfer from available funds~~ the sum of ~~money~~ **\$135,000** needed to fund and implement the Collective Bargaining Agreement between the Town and the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 beginning July 1, 2012; or take any other action relative thereto.

ARTICLE 1 AS AMENDED:

To see if the Town will vote to raise and appropriate the sum of **\$135,000** needed to fund and implement the Collective Bargaining Agreement between the Town and the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 beginning July 1, 2012; or take any other action relative thereto.

Executive Summary: The intent of this article is to appropriate funds for a new labor agreement with the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 and implement the labor agreement and distribute funds in FY13. (A funding source and amount will be included in the Town Meeting motion.)

ARTICLE 2

To see if the Town will vote to reduce the following FY2014 Budget; or take any action relative thereto.

Unclassified: Fire and liability Insurance \$1,000

Town Manager

Motion: The Finance Committee motioned to Adopt Article 2

Vote: Article 2 was Adopted	7:06 PM	10/1/13
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Executive Summary: This Article reduces the Fiscal Year 2014 Budget for Town Fire and Liability insurance to allow the Fiscal Year 2014 budget to be balanced. At the end of Town Meeting in May 2014 the budget was out of balance by \$1,000.

ARTICLE 3

To see if the Town will vote to raise and appropriate the sum of \$814,400 to fund the following FY2014 Budgets; or take any action relative thereto.

School Budget Salaries	306,000
School Budget Fixed Costs Health Insurance	94,000
Accounting Salaries Temporary Part-Time	2,800
Administrative Services Temporary Part-Time	5,600
Treasurer/Collector Full-Time Salaries	20,000
Town Hall Operating Utilities	10,000
Town Hall Operating, Repairs and Maintenance	20,000
Police Salaries Overtime	100,000
Unclassified Finance Committee Reserve	75,000
Town Unclassified Occupational Health	25,000
DPW Fleet Operating Vehicle Maintenance	25,000
DPW Fleet Operating Gas and Diesel	25,000
Council on Aging Full-Time Salaries	6,000
Veterans Operating Veterans Aid	<u>100,000</u>
Total	\$814,400

Town Manager

Motion: Town Manager, Richard Montuori motioned to Amend Article 3
 The Finance Committee motioned to Adopt Article 3 as Amended by the Town Manager; raise and appropriate \$814,400 for the purpose of the Article

Vote: The Amendment was Adopted	7:07 PM	10/1/13
Article 3 was Adopted as Amended	7:11 PM	10/1/13

AMENDMENT:

To see if the Town will vote to raise and appropriate the sum of \$814,400 to fund the following FY2014 Budgets; or take any action relative thereto.

School Budget Salaries	306,000
School Budget Salaries	296,000
School Operating	20,000
School Budget Fixed Costs Health Insurance	94,000
School Budget Fixed Costs Health Insurance	84,000
Accounting Salaries Temporary Part-Time	2,800
Administrative Services Temporary Part-Time	5,600
Treasurer/Collector Full-Time Salaries	20,000
Town Hall Operating Utilities	10,000
Town Hall Operating, Repairs and Maintenance	20,000
Police Salaries Overtime	100,000
Unclassified Finance Committee Reserve	75,000
Town Unclassified Occupational Health	25,000
DPW Fleet Operating Vehicle Maintenance	25,000
DPW Fleet Operating Gas and Diesel	25,000
Council on Aging Full-Time Salaries	6,000
Veterans Operating Veterans Aid	<u>100,000</u>
Total	\$814,400

ARTICLE 3 AS AMENDED:

To see if the Town will vote to raise and appropriate the sum of \$814,400 to fund the following FY2014 Budgets; or take any action relative thereto.

School Budget Salaries	296,000
School Operating	20,000
School Budget Fixed Costs Health Insurance	84,000
Accounting Salaries Temporary Part-Time	2,800
Administrative Services Temporary Part-Time	5,600
Treasurer/Collector Full-Time Salaries	20,000
Town Hall Operating Utilities	10,000
Town Hall Operating, Repairs and Maintenance	20,000
Police Salaries Overtime	100,000
Unclassified Finance Committee Reserve	75,000
Town Unclassified Occupational Health	25,000
DPW Fleet Operating Vehicle Maintenance	25,000
DPW Fleet Operating Gas and Diesel	25,000
Council on Aging Full-Time Salaries	6,000
Veterans Operating Veterans Aid	<u>100,000</u>
Total	\$814,400

Executive Summary: This Article raises and appropriates funds to Fiscal Year 2014 Budgets. The additional funds are available since State Aid and local revenue will be higher than originally projected. Funds for the School Budget will be used for addressing unfunded staffing priorities as determined by the School Committee and School Administration. The remaining Town line-items fund budgets that are projected to have deficits, to replenish funds that were reduced at the Annual Town Meeting in May 2013 and in addition fund new staff initiatives such as a dedicated payroll clerk for the Finance Department and part-time assistance in Administrative Services.

ARTICLE 4

To see if the Town will vote to raise and appropriate the sum of \$265,326 from the Merrimack Special Education Collaborative (MSEC) Refund Settlement to the following Fiscal Year 2014 Budget:

School Department Circuit Breaker Fund

or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 4; raise and appropriate \$265,326 from the Merrimack Special Education Collaborative

Vote: Article 4 was Adopted

7:14 PM

10/1/13

Executive Summary: Funds are available from a settlement with the Merrimack Special Education Collaborative. The funds were placed into the General Fund and must be appropriated into a budget for expenditure. Fund will be placed into the School Department Circuit Breaker Fund.

ARTICLE 5

To see if the Town will vote to transfer from the certified General Fund Free Cash the sum of \$215,768 for the following purposes; or take any action relative thereto.

Electronic Work Parks Department Garage	5,000
8 foot Wide Gang Lawn Mower	65,000
Voting Booths	60,000
Police Cruiser Modems	26,957
Police Department Ford Explorer	37,832
2 Police Motorcycles	<u>20,979</u>
Total	\$215,768

Town Manager

Moderator, Keith Rauseo noted the following Scrivener’s error on page 4 in the Warrant. In the second row, **15** foot Wide Gang Lawn Mower should be **8** foot Wide Gang Lawn Mower. There were no objections.

Motion: The Finance Committee motioned to Adopt Article 5; transfer \$215,768 from certified free cash for the purpose of the Article

Vote: Article 5 was Adopted 7:16 PM 10/1/13

Executive Summary: Funds will be used to fund one-time expenditures: \$5,000 to repair electric infrastructure at the Parks Department Garage; \$65,000 for a lawn mower to cut recreation fields and open spaces; \$60,000 for new voting booths to replace the current voting booths which are broken and are beyond repair; \$26,957 to replace 20 modems that are 10 years old for the Police Cruisers; \$37,832 to purchase 1 new unmarked SUV to replace 2001 Ford Crown Victoria; \$20,979 to purchase 2 new 2014 Police Motorcycles to replace the current 2007 and 2010 models that do not have ABS brakes which is unsafe.

ARTICLE 6

To see if the Town will vote to transfer from the certified General Fund Free Cash the sum of \$300,000 for School Department Capital Expenditures; or take any action relative thereto.

School Buildings and Maintenance	154,000
School Technology	98,000
School Instructional	<u>48,000</u>
Total	\$300,000

Town Manager

Motion: The Finance Committee motioned to Adopt Article 6; transfer \$300,000 from certified free cash for school department expenditures

Vote: Article 6 was Adopted 7:16 PM 10/1/13

Executive Summary: Funds will fund one-time expenditures: Buildings/ Maintenance: \$22,000 for a new maintenance van; \$24,000 to repair Recreation Center roof; \$75,000 for security enhancements; \$15,000 for kitchen plumbing upgrades; \$18,000 for heating and plumbing repairs North Street School. Technology: \$30,000 to upgrade the Tewksbury Memorial High School Network; \$26,000 to replace/ upgrade Wynn Middle School computer lab; \$7,000 to upgrade PEG channel workstation; \$25,000 to replace/upgrade Center School phone system; \$10,000 to install wireless devices at the Elementary Schools. Instructional: \$30,000 for instructional/performance equipment for the Music Department; \$6,000 for uniforms for the TMHS Marching Band; \$12,000 for a High School wrestling mat.

ARTICLE 7

To see if the Town will vote to raise and appropriate the sum \$12,531.74 the following fiscal year 2013 budgets to pay for the following outstanding bills from the previous year; or take any action relative thereto.

AA Tire	55.00
Constellation Energy	1,579.39
Direct Energy	6.51
Lowell General Hospital	210.00
National Grid Electric – DPW	274.70
Ricoh - Police Dept.	289.00
Tewksbury Center Mobile	609.00
Town Counsel	9,347.14
West Information Charges	<u>161.00</u>
Total	\$12,531.74

Town Manager

Motion: The Finance Committee motioned to Adopt Article 7; raise and appropriate \$12,531.74 for the purpose of this article

Vote: Article 7 was Adopted by a Unanimous Vote (9/10 required) 7:17 PM 10/1/13

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

ARTICLE 8

To see if the Town will vote to transfer from the certified General Fund Free Cash a sum of \$127,000 to fund Health Insurance Mitigation; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 8; transfer \$127,000 from certified free cash to Health Insurance Mitigation

Vote: Article 8 was Adopted 7:17 PM 10/1/13

Executive Summary: This Article utilizes Free Cash certified as of July 1, 2013 to fund a Health Insurance Mitigation Fund in accordance with an agreement of the public employee groups.

ARTICLE 9

To see if the Town will vote to transfer from the certified General Fund Free Cash the sum of \$350,000 to the Other Post Employment Benefit (OPEB) Account; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 9; transfer \$350,000 from certified free cash to Other Post-Employment Benefits

Vote: Article 9 was Adopted 7:18 PM 10/1/13

Executive Summary: Funds will be transferred from Free Cash certified as of July 1, 2013 into the Other Post Employment Benefit Account to fund the town's outstanding unfunded liability of \$166 million for retiree health insurance.

ARTICLE 10

To see if the Town will vote to transfer from the certified General Fund Free Cash the sum of \$20,000 for personnel study; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 10; transfer \$20,000 from certified free cash for a personnel study

Vote: Article 10 was Adopted 7:18 PM 10/1/13

Executive Summary: Funds will be used for a study to review job descriptions and the wage and salary classification scale for AFSCME Union employees per the Collective Bargaining Agreement dated July 1, 2012-June 30, 2015. In addition, the study will include employees of the PRRB.

ARTICLE 11

To see if the Town will vote to transfer the sum of \$2,500,000 from certified Free Cash to the Town Stabilization Fund; or take any action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori motioned to Amend Article 11
The Finance Committee motioned to Adopt Article 11 as Amended by the Town Manager; transfer \$545,726 from certified Free Cash to the Town Stabilization Fund

Vote: The Amendment was Adopted 7:19 PM 10/1/13
Article 11 was Adopted as Amended 35 Yes/ 1 No (2/3 required=24) 7:22 PM 10/1/13

AMENDMENT:

To see if the Town will vote to transfer the sum of ~~\$2,500,000~~ **\$545,726.00** from certified Free Cash to the Town Stabilization Fund; or take any action relative thereto.

ARTICLE 11 AS AMENDED:

To see if the Town will vote to transfer the sum of \$545,726.00 from certified Free Cash to the Town Stabilization Fund; or take any action relative thereto.

Executive Summary: Since Free Cash has been certified, this Article seeks approval to transfer funds into the Stabilization Fund and to be used in the future emergencies or one time purchases.

ARTICLE 12

To see if the Town will vote to raise and appropriate the sum of \$115,000 from the Water Enterprise Fund to undertake Engineering and Design for water distribution main and services installation and replacement on Crest Road and a portion of Main Street; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 12; raise and appropriate \$115,000 from the Water Enterprise Fund

Vote: Article 12 was Adopted 7:23 PM 10/1/13

Executive Summary: This article funds \$35,000 for engineering and design services to replace a 6" inch AC water main on Crest Road. This water main has had numerous breaks in the past. Two recent breaks occurring within 3 weeks of each other. \$80,000 will fund engineering and design of the installation of a new waterline in a northern portion of Main Street to connect to an existing waterline on Clark Relocation Road. This work will provide the Town with an engineer's estimate, plans and specifications for bidding purposes for both projects. Construction funding will be sought at the 2014 Annual Town Meeting.

ARTICLE 13

To see if the Town will vote to re-allocate \$52,360.00 or any amount remaining from the original appropriation of \$150,000.00 as approved at the 2012 Annual Town Meeting, Article 14 for the sludge drive collection system. This re-allocation of resources shall be for the purpose of installing various Variable Frequency Drives (VFD's) and control systems; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 13; reallocate \$52,360 for the purpose of the article

Vote: Article 13 was Adopted 7:23 PM 10/1/13

Executive Summary: Variable Frequency Drives are electronic devices used to control electrical motor speeds and to allow for significant electrical energy savings. In addition, they control motor speed for improved flexibility in operating the water treatment plant and subject the mechanical systems they drive to less wear and tear. Funds will allow the Town to install 3 VFD's ranging in size from 7.5 Horsepower (HP) to 200 HP. This installation will improve the redundancy of the finished water pumping system and extend the lifetime expectancy of the mechanical systems the VFD's will drive while creating an energy savings.

ARTICLE 14

To see if the Town will vote to appropriate \$248,380 from the Community Preservation Fund's Community Housing Reserve Account to be transferred to the Tewksbury Affordable Housing Trust Fund, as proposed by the Local Housing Partnership and recommended for adoption by the Community Preservation Committee.

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

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt Article 14

Community Preservation Committee Chairperson, Nancy Reed recommended Adoption

Vote: Article 14 was Adopted 7:24 PM 10/1/13

Executive Summary: This is the accumulated balance of the mandatory 10% set aside for community housing purposes. This request is to transfer the \$248,380 in CPA funds to the Affordable Housing Trust Fund (AHTF) so that when an affordable housing opportunity presents itself, the Local Housing Partnership and the Board of Selectmen can act expeditiously.

ARTICLE 15

To see if the Town will vote to appropriate the sum of \$350,000 to rehabilitate existing playgrounds at the Town's Elementary Schools, the playground site at Livingston Street Recreation Area, including and surrounding Funway Park and to include allowed costs incidental and related thereto.

To fund such rehabilitation, \$200,000 shall be transferred from the Community Preservation Fund's Open Space Reserve Account and \$150,000 shall be transferred from the Community Preservation Fund Balance Reserve for Expenditure.

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

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt Article 15
Community Preservation Committee Chairperson, Nancy Reed recommended Adoption

Vote: Article 15 was Adopted 7:26 PM 10/1/13

Executive Summary: This request will allow for approximately \$200,000 to be spent at Funway Park and its surrounding area for replacement of the existing playground equipment and other associated improvements. The \$150,000 will be used at the elementary schools at approximately \$37,500 per school for the replacement of the existing playground equipment with accessible age appropriate equipment. The use of Community Preservation Funds to rehabilitate existing playgrounds is an allowed use of the funds.

ARTICLE 16

To see if the Town will vote to rescind the following authorizations to borrow funds from previously approved Town Meeting Articles; or take any action relative thereto.

Synthetic Turf Field	750,000.00
Special Town Meeting, October 2, 2012 Article #12	
\$750,000.00 Originally Authorized	
Plumbing Improvements DPW Facility	100,000.00
Annual Town Meeting, May 4, 2009, Article #15	
\$300,000.00 Originally Authorized	
Total	\$850,000.00

Town Manager

Motion: The Finance Committee motioned to Adopt Article 16

Vote: Article 16 was Adopted 7:26 PM 10/1/13

Executive Summary: The Article seeks Town approval to rescind previously authorized but unissued debt. There is no need for these authorizations to be maintained since the projects are either complete or the authorization is no longer needed.

ARTICLE 17

To see if the Town will vote to amend the Personnel By-Laws Section III(e) Salaries and Wages, effective upon the retirement of the current MIS (Management Information Systems) Director by making amendments as follows:

1. Delete MIS Director from Group A-1
Minimum - \$98,240/Maximum - \$108,309

And Insert Technology Operations Manager Group A-4:
Minimum - \$69,160/Maximum - \$84,059

or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori motioned to Amend Article 17
The Finance Committee motioned to Adopt Article 17 as Amended by the Town Manager

Vote: The Amendment was Adopted 7:28 PM 10/1/13
Article 17 was Adopted as Amended 7:31 PM 10/1/13

AMENDMENT:

Delete: ~~upon the retirement of the current MIS (Management Information Systems) Director~~
Add: **December 31, 2013**

ARTICLE 17 AS AMENDED:

To see if the Town will vote to amend the Personnel By-Laws Section III(e) Salaries and Wages, effective December 31, 2013 by making amendments as follows:

- 1. Delete MIS Director from Group A-1
Minimum - \$98,240/Maximum - \$108,309
- And Insert Technology Operations Manager Group A-4:
Minimum - \$69,160/Maximum - \$84,059

or take any other action relative thereto.

Executive Summary: The purpose of this article is to reclassify existing positions within the wage schedule.

ARTICLE 18

To see if the Town will vote to authorize the Board of Selectmen to acquire any fee, easement, or other interest in land by purchase, gift, or otherwise for the purpose of providing drainage, sidewalks, roadway reconstruction and improvements and traffic control signalization at or near the intersection of East Street from Shawsheen Street as shown on a plan entitled “Dascomb Road/East Street/Shawsheen Street” dated February 6, 2013, prepared by TEC, Inc., a copy of which may be viewed at the Department of Public Works, Engineering Division, 999 Whipple Road, Tewksbury; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 18

Vote: Article 18 was Adopted by a Unanimous Vote (2/3 required) 7:32 PM 10/1/13

Executive Summary: This will allow the Selectmen to obtain the necessary easements and layout alterations of the right of way for the roadway reconstruction on East Street and Shawsheen Street.

ARTICLE 19

To see if the Town will vote to accept as Open Space land shown as “Open Space A & B” on plan of land entitled: “Definitive Subdivision Plan Map 30 / Lots 48, 49, 52-54 , Long Pond Village, Pond Street, Tewksbury, MA dated April 9, 2010, revised thru 6/16/10, prepared by Cuoco & Cormier Engineering Associates, Inc., 170 Main Street Unit 112, Tewksbury, MA 01876” Said plan is recorded in the Middlesex North District Registry of Deeds in Plan Book 231 Plan 90; or take any other action relative thereto.

Town Manager
Community Development Director

Motion: The Finance Committee motioned to Adopt Article 19

Vote: Article 19 was Adopted 7:32 PM 10/1/13

Executive Summary: The purpose of this article is to accept the Open Space property associated with Long Pond Village subdivision.

ARTICLE 20

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 Board of Selectmen:

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as April’s Way on a plan entitled, “Street Acceptance Plan, April’s Way, Long Pond Village, Pond Street, Tewksbury, MA dated May 21, 2012, prepared by Cuoco & Cormier Engineering Associates, Inc., 170 Main Street Unit 112, Tewksbury, MA 01876”, a copy of which order and 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 Board of Selectmen to take by eminent domain, an easement, or in fee; or take any other action relative thereto.

Town Manager
Community Development Director

Motion: The Finance Committee motioned to Adopt Article 20

Vote: Article 20 was Adopted

7:32 PM

10/1/13

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

ARTICLE 21

To see whether the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 138, Section 12, under which a common victualler, who holds a license under this section to sell wines and malt beverages may, upon written approval, also sell liqueurs and cordials pursuant to said license, subject, however, to all other licensing provisions of this chapter; or take any action relative thereto.

Board of Selectmen

Motion: The Finance Committee motioned to Adopt Article 21

Vote: Article 21 was Adopted

7:33 PM

10/1/13

Executive Summary: This will allow common victuallers who hold a wine and malts license to also sell liqueur and cordials with written approval from the Board of Selectmen.

ARTICLE 22

To see if the Town of Tewksbury will vote to amend the Tewksbury Zoning Bylaw Section 6500, Interim Regulations for Medical Marijuana Treatment Centers as follows as shown below with additions to the bylaw underlined and deletions shown as a ~~strike through~~:

6500 INTERIM RESTRICTION/ MORATORIUM FOR MEDICAL MARIJUANA TREATMENT CENTERS

6510. Purpose.

As the regulation of medical marijuana raises novel and complex legal and planning issues, the Town requires adequate time to consider ~~whether~~ how to allow facilities associated with the medical use of marijuana, to the extent that such facilities are permitted under state laws and regulations, and, if so, where and under what conditions should such facilities be located in the Town of Tewksbury.

6560. Expiration.

This section shall be effective ~~for a period of twelve (12) months beginning at the date of the publication of the Planning Board's public hearing for this zoning amendment~~ until May 31, 2014 or until such future time that the Tewksbury Town Meeting enacts superseding zoning bylaws that set forth the allowed zoning districts, dimensional, parking and other requirements applicable to medical marijuana treatment centers and their related uses, whichever occurs first.

Tewksbury Planning Board

Motion: The Finance Committee deferred to the Planning Board

The Planning Board motioned to adopt Article 22

Vote: Article 22 was Adopted by a Unanimous Vote

(2/3 required)

7:34 PM

10/1/13

Executive Summary: The passage of the law for the Humanitarian Medical Use of Marijuana on November 6, 2012 by the voters of the Commonwealth did not provide the Town with adequate time to evaluate the impacts of the law. This moratorium will allow the Town of Tewksbury the necessary time to evaluate the law and its impacts on public safety, public health, and zoning issues. Note, this is a zoning bylaw and not a health regulation.

ARTICLE 23

To see if the Town will vote to amend the Tewksbury Zoning Bylaw by deleting Section 7300. Cluster Development in its entirety and amending Section 7500. Open Space Residential Design as shown below with additions to the bylaw underlined and deletions shown as a ~~strickethrough~~:

7500. OPEN SPACE RESIDENTIAL DESIGN (OSRD) SPECIAL PERMIT

7510. The Planning Board may grant a Special Permit for an Open Space Residential Design (OSRD) in the:
Residential Districts- R40,~~R80~~ and Farming.

7520. PURPOSE AND INTENT

The Purposes for OSRD are the following:

- a. To further the goals and policies of the Town of Tewksbury's Master Plan;
- b. To allow for greater flexibility and creativity in the design of residential subdivision developments;
- c. To encourage ~~the permanent~~ preservation of open space, agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, waterbodies and wetlands, and historical resources in a manner that is consistent with Tewksbury's Master Plan;
- d. To encourage a more creative and thoughtful approach to ~~efficient form of land~~ development that decreases burden on municipal economy, minimizes disturbance and loss of ~~consumes less undeveloped~~ open space land and utilizes and incorporates ~~conforms to~~ existing topography and natural features of the land to achieve a more environmentally sound design ~~better~~ than with a conventional subdivision approach;
- ~~d. To further the goals and policies of the Town of Tewksbury's Master Plan;~~
- e. To control suburban sprawl and maintain the character of the Town ~~increase environmental protection,~~ by conserving open space, scenic areas, views, streams, increasing recreational opportunities and other community assets;
- f. To promote efficiency and economy of street and utility layout; lessening storm run-off, erosion and sedimentation ~~normally associated with more conventional patterns of residential development;~~ retain natural drainage courses and wetlands; and in general promoting the health, safety, convenience and welfare of residential areas and of the Town of Tewksbury as a whole;
- g. To encourage development in harmony with the natural area, ~~out of view from the road,~~ and promote alternatives construction methods to typical strip residential developments lining roadsides in the Town.

7530. ELIGIBILITY

7531. To be eligible for consideration as an OSRD:

- a. The tract shall be located in the Residential Districts: R40 and ~~R80,~~ and Farming,
- b. The minimum tract area shall be three (3) acres.
- c. The tract shall consist of a parcel or set of contiguous parcels.

7532. Housing Types

- a. Housing Units shall be Single Family detached units.
- b. No common wall or multi- family structures shall be allowed.

7540. SPECIAL PERMIT REQUIRED

The Planning Board may authorize an OSRD pursuant to the grant of a Special Permit. Such special permits shall be acted upon in accordance with the following provisions:

7541. PRE-APPLICATION

- a. Conference.
The applicant is very strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board.

The purpose of a pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage in the development. At the pre-application review, the applicant may outline the proposed OSRD, seek preliminary feedback from the Planning Board and/or its technical experts, and set a timetable for submittal of a formal application.
- b. The Planning Board shall adopt rules and regulations relative to the size, form, number and contents of the plans to be submitted for a pre-application review.

7542. DESIGN PROCESS

At the time of the application for a Special Permit for OSRD in conformance with 7544. SITE SPECIFIC DESIGN STANDARDS, applicants are required to demonstrate to the Planning Board that the following Design Process was performed by a certified Landscape Architect and considered in determining the layout of proposed streets, house lots, and open space.

- a. Step One: Identifying Environmentally Sensitive Conservation Areas.

Identify Areas of concern. ~~preservation land.~~
 1. Primary Protected land Conservation Areas (such as wetlands, riverfront areas, and floodplains regulated by state or federal law); ~~and environmentally sensitive land areas~~ Secondary Conservation Areas (including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats; and culturally significant features such as historic and archeological sites and scenic views) shall be identified and delineated as determined by the Conservation Commission, the Planning Board or the Department of Environmental Protection.
 2. The Potentially Developable Area will be identified and delineated. To the maximum extent feasible, the Potentially Developable Area shall consist of land outside identified as environmentally sensitive ~~Primary and Secondary Conservation~~ Areas.
- b. Step Two: Locating House Sites.

Locate the approximate sites of individual houses within the Potentially Developable Area and include the delineation of private yards and areas of shared amenities, so as to reflect an integrated community, with emphasis on consistency with the Town's historical development patterns.
- c. Step Three: Aligning the Streets.

Align streets and driveways in order to access the house sites ~~lots~~.

Common Driveways may be allowed subject to the requirements of the Planning Board's Rules and Regulations.
- d. Step Four: Lot Lines.

Establish lot lines for each of the individual parcels and open space.

7543. PROCEDURES

- a. Application.

An application for a Special Permit for an OSRD shall include a Sketch Plan as detailed below. The Planning Board shall adopt rules and regulations relative to the size, form, number and contents of the Sketch Plan.

1. Sketch Plan.

The Sketch Plan shall be prepared by a certified Landscape Architect, or by a multidisciplinary team of which one member must be a certified Landscape Architect, and shall address the general features of the land, give approximate configurations of the lots, locations and sizes (footprints) of the houses, examples and elevations of the home types, open space, and roadways, a description of the neighborhood in which the tract lies, including utilities and other public facilities, and the impact of the proposed plan upon them, and include the information listed under the Subdivision Rules and Regulations. The Sketch Plan shall be submitted in accordance to the requirements as set forth in the Planning Board's Rules and Regulations (7542.b.) The Sketch Plan shall incorporate the Four-Step Design Process, according to 7542 above, and the Design Standards according to 7544 below, when determining a proposed design for the development.

2. Relationship Between the OSRD Special Permit and OSRD Definitive Subdivision Plan

The issuance of an OSRD Special Permit allows the applicant to submit an Open Space Definitive Subdivision Plan to the Planning Board for approval under the Subdivision Control Law. Any OSRD Special Permit issued by the Planning Board shall specifically state that the Open Space Definitive Subdivision Plan shall substantially comply with the OSRD Special Permit.

An Open Space Definitive Subdivision Plan will be considered not to substantially comply with the OSRD Special Permit if the Planning Board determines that any of the following conditions exist:

- a.** an increase in the number of building lots;
- b.** a significant decrease in the open space acreage;
- c.** a significant change in the lot layout;
- d.** a significant change in the general development pattern which adversely affects natural landscape features and open space preservation;
- e.** significant changes to the storm water management facilities; and/or,
- f.** significant changes in the wastewater management systems.
- g.** significant change or receipt of information which deviates from the information used as a basis for the approval of the OSRD Special Permit issued by the Planning Board.

If the Planning Board determines that the Open Space Definitive Subdivision Plan does not substantially comply with the OSRD Special Permit, the Board may disapprove the OSRD Definitive Subdivision Plan.

The Planning Board may conditionally approve an Open Space Definitive Subdivision Plan that does not substantially comply with the OSRD Special Permit. However, such conditional approval must identify where the plan does not substantially comply with the OSRD Special Permit and shall require that the OSRD Special Permit be amended to be in compliance with the significant changes identified by the Planning Board. The Planning Board shall also require that the applicant file an application to amend the OSRD Special Permit within a specified time period.

The public hearing on the application to amend the OSRD Special Permit shall be limited to the significant changes identified by the Planning Board in their conditional approval of the Open Space Definitive Subdivision Plan.

b. General Procedures.

Whenever an application for a OSRD Special Permit is filed with the Planning Board, with a copy filed forthwith with the Town Clerk, applicant shall also file, within five (5) working days of the filing of the completed application, additional copies to be provided according to the Planning Board's Rules

and Regulations, accompanying development plan of the entire parcel under consideration, prepared by a professional architect, engineer or landscape architect, and other documentation, to the Board of Health,

Conservation Commission, Building Inspector, Department of Public Works, Police Chief, Fire Chief, and Town Engineer for their consideration, review, and report. The applicant shall furnish the copies necessary to fulfill this requirement.

Reports from other boards and officials shall be submitted to the Planning Board within thirty-five (35) days of receipt of the reviewing party of all of the required materials; failure of these reviewing parties to make recommendations after having received copies of all such required materials shall be deemed a lack of opposition thereto.

In the event that the public hearing by the Planning Board is held prior to the expiration of the 35 day period, the Planning Board shall continue the public hearing to permit the formal submission of reports and recommendations within that 35 day period. The Decision/Findings of the Planning Board shall contain, in writing, an explanation for any departures from the recommendations of any reviewing party.

c. Site Visit.

Whether or not conducted during the pre-application stage, the Planning Board may conduct a site visit during the public hearing.

d. Other Information.

The submittals and permits of this section shall be in addition to any other requirements of the Subdivision Control Law or any other provisions of this Zoning Bylaw. To the extent permitted by law, the Planning Board shall coordinate the public hearing required for an application for a Special Permit for a OSRD with the public hearing required for approval of a Definitive Subdivision Plan.

7544. SITE SPECIFIC DESIGN STANDARDS

a. Basic Maximum Number of Housing Units shall be determined by one of the following methods:

1. Determination of Yield Formula

The Basic Maximum Number shall be derived from the following calculation to determine the total number of lots (or dwelling units):

$$\text{Total Number of Lots} = \frac{\text{TA} - (0.5 \times \text{WA}) - (0.1 \times \text{TA})}{\text{Existing minimum lot area (1 acre)}}$$

TA = Total Area of Parcel (Acres)

WA = Wetlands and Riverfront Areas of Parcel (Acres)

The calculation of the number of Basic Maximum Number of Housing Units shall be rounded to the next whole number for units equal to 0.5 or greater.

OR:

2. Determination of Yield Plan

The Basic Maximum Number shall be derived from a Yield Plan. The Yield Plan shall show the maximum number of lots (or dwelling units) that could be placed upon the site under a conventional subdivision. The proponent shall have the burden of proof with regard to the Basic Maximum Number of lots (or dwelling units) resulting from the design and engineering specifications shown on the Yield Plan.

~~**b. Affordable Housing Requirement.**~~

~~An application for an Open Space Residential Design Special Permit shall be subject to the Affordable Housing Requirements of Section 7010 of the Town of Tewksbury Zoning Bylaws as follows:~~

~~— Ten Percent (10 %) Rate with matching Density Bonus:~~

~~Such application shall require that at least ten (10) percent of the total Dwelling Units be established as Affordable Housing Units (Section 7013.a) in perpetuity.~~

~~Total Dwelling Units shall mean the Basic Maximum Number from the Determination of Yield. Dwelling Units in addition to this number achieved through density bonus provisions (Section 7544.f.) of this bylaw shall not be subject to the ten (10) percent requirement of this section.~~

~~The calculation of the number of affordable units shall be rounded to the next whole number for units equal to 0.5 or greater.~~

~~For each Affordable Housing Unit provided as required under this section, one market rate unit shall be added to the Basic Maximum Number of Dwelling units. This bonus unit shall not be subject to the Affordable Housing Requirement. (Reference Section 7014 a.1.)~~

—**eb.** Dimensional Requirements

Lots sizes may be reduced in area from the requirements of the Zoning Bylaws of the Town of Tewksbury according to the following schedule:

~~R40 and Farming Districts, 43,560 Sq.Ft. to 10,000 Sq. Ft.~~

~~R80 District, 2 acres to 10,000 Sq. Ft.~~

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

—**dc.** Flexible Frontage

1. The combined frontage of the lots of an Open Space Residential Design shall equal or exceed 50 feet for each lot created. *[For example, in an R40 development, to create a six-lot development, the combined frontage of the parcels must be a minimum of 300 feet, not to include frontage on existing public ways.]*
2. Provided that all other requirements of this bylaw are met, the minimum frontage required for individual lots within an Open Space Residential Design shall be 40 feet with the exception described in 7544.d.3.below. Each lot shall have adequate access on a public or private way which meets the standards in this Section.
3. To the extent feasible, protected open space shall be located adjacent to public ways. Any building lot which fronts on an existing public or private road shall have the frontage normally required in the zoning district.

—**ed.** Groups of House Lots and location of Open Space shall be determined per the requirements of the Planning Board's Rules and Regulations.

—**f.** Increases in Permissible Density

~~An increase in the Basic Maximum Number of Housing Units shall be allowed according to the following:~~

1. ~~For every additional one (1) dwelling unit, above the Basic Maximum Number and the Affordable Housing Requirement, Section 7544.b., restricted to an affordable housing unit in perpetuity, as defined in Section 7013.a. one (1) additional market rate dwelling unit may also be added as a density bonus; provided, however, each development shall be allowed one additional market rate unit for one additional Affordable Housing Unit above the Basic Maximum Number as a density bonus, or, a fifteen percent (15%) maximum density bonus over the Basic Maximum Number, whichever is greater.~~
2. ~~For each additional ten percent (10%) of the site (over and above the required fifty percent (50%)) set aside as open space, a bonus of five percent (5%) of the Basic Maximum Number may be awarded upon findings of significant benefit relating to the Purpose and Intent of the OSRD Special Permit are found as determined by the Planning Board, provided, however, that this density bonus shall not exceed fifteen percent (15%) of the Basic Maximum Number.~~

ge. Open Space Restriction:

1. A minimum of fifty percent (50%) of the development tract shall be Open Space.
2. No more than fifty percent (50%) of the designated open space may be comprised of wetlands, or land having an average grade greater than twenty-five percent (25%).
3. Wastewater and stormwater management systems serving the OSRD may be located within the open space.
4. Open Space Ownership of Open Space. The Open Space land shall either be conveyed to the Town of Tewksbury and accepted by it for park, conservation or open space use, or be conveyed to a non-profit organization, the principal purpose of which is the conservation of open space. In any case, where such land is not conveyed to the Town of Tewksbury, a restriction enforceable by the Town of Tewksbury shall be recorded providing that such land shall be kept in its open and natural state and not built upon for residential use or developed for an accessory use except as provided for herein, such as wastewater and stormwater management systems serving the OSRD. In order to insure that the corporation, non profit organization or trust will properly maintain the unsubdivided land or open space, an instrument(s) shall be recorded at the Middlesex North Registry of Deeds which shall provide as a minimum the requirements of Section 7371 through 7379 of this bylaw inclusive. At the applicant's request and approval of the Planning Board, the open space may be owned by:

- (a) A private owner for agricultural, horticultural, forestry or any other purpose not inconsistent with a prepared conservation restriction;
- (b) A non-profit organization or agency of the Commonwealth, with their consent, whose principal purpose is the conservation of open space for any of the purposes set forth herein;
- (c) The Town of Tewksbury Conservation Commission; or
- (d) A homeowners association (HOA) with documentation that is provided by the applicant and reviewed and approved by Town Counsel and the Planning Board.

Selection of ownership option (a), (b) or (d) requires:

- i. The conveyance of a conservation restriction as outlined herein; and
- ii. The granting of an access easement over such land sufficient to ensure its perpetual maintenance as agricultural, conservation, or recreation land. Such easement shall provide that in the event the trust or other owner fails to maintain the open space in reasonable condition, the Town of Tewksbury may after notice to the lot owners and public hearing, enter upon such land to maintain it in order to prevent or abate a nuisance.

The cost of such maintenance by the Town of Tewksbury shall be assessed against the properties within the development and/or to the owner of the open space. Pursuant to G.L. Chapter 40 Section 58 the Town of Tewksbury may file a lien against the lot or lots to ensure payment for such maintenance. Pursuant to G.L. Chapter 40 Section 57 the Town of Tewksbury may also deny any application for, or revoke or suspend a building permit or any local license or permit, due to neglect or refusal by any property owner to pay any maintenance assessments levied.

5. Open Space Recording. In order to insure that the corporation, non-profit organization or trust will properly maintain the unsubdivided land or open space, an instrument(s) shall be recorded at the Middlesex North Registry of Deeds which shall provide as a minimum the following requirements:

- (a) A legal description of the unsubdivided land or open space;
- (b) A statement of the purposes for which the unsubdivided land or open space is intended to be used and the restrictions on its use and alienation;
- (c) The type and name of the corporation, non-profit organization, or trust which will own, manage and maintain the unsubdivided land or open space;

(d) Provision for the management, maintenance, operation improvement and repair of the unsubdivided land or open space and facilities therein, including provisions for obtaining and maintaining adequate insurance and levying and collecting from the dwelling owners common charges to pay for expenses associated with the subdivided land or open space, including real estate taxes. It shall be provided that common charges are to be allocated among the dwelling owners in proportion to their ownership or beneficial interests in the corporation, non-profit organization or trust, and that each dwelling owner's share of the common charge shall be a lien against his real estate in the cluster development, which shall have priority over all other liens with the exception of municipal liens and first mortgages of record;
(e) The method by which such instrument(s) may be amended.

7545. PUBLIC HEARING

After the opportunity for review by other boards has taken place, the Planning Board shall hold a hearing under this section, in conformity with the provisions of G.L. Chapter 40A, S9 and of the zoning bylaw and regulations of the Planning Board.

7546. DECISION OF THE PLANNING BOARD

The Planning Board may grant a special permit for a OSRD if it determines that the proposed OSRD has less detrimental impact on the tract than a conventional development proposed for the tract, after considering the following factors:

- a. whether the OSRD furthers the goals and policies of the open space/ master plan.
- b. whether the OSRD achieves greater flexibility and creativity in the design of residential developments than a conventional subdivision plan;
- c. whether the OSRD promotes permanent preservation of open space, agricultural land forestry land, other natural resources including waterbodies and wetlands, and historical and archeological resources;
- ed. whether the OSRD promotes a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features better than a conventional subdivision;
- e whether the OSRD reduces the total amount of disturbance on the site;
- e.——
- f. whether the OSRD facilitates the construction and maintenance of streets, utilities, and public service in a more economical and efficient manner.
- g. whether the OSRD and its supporting narrative documentation complies with all sections of this zoning bylaw.
- h. whether the OSRD complies with the recommendations of the Department of Public Works, the Board of Health and the Conservation Commission.
- i. whether it appears that because of soil characteristics, drainage, traffic or other conditions , the granting of such a permit would be detrimental to the health, safety or welfare of the neighborhood or Town or inconsistent with the intent of the OSRD bylaw.

Planning Board

Motion: The Finance Committee deferred to the Planning Board
The Planning Board motioned to adopt Article 23

Vote: Article 23 was Adopted by a Unanimous Vote (2/3 required) 7:41 PM 10/1/13

Executive Summary: This article deletes the cluster subdivision section of the Zoning Bylaw and revises the Open Space Residential Design Section of the Zoning Bylaw. Revisions include deletion of the affordable housing requirement and the density bonus as well as updated language on ownership of the open space.

ARTICLE 25 AS AMENDED:

To see if the Town of Tewksbury will vote to amend Section 8400 Interstate Overlay District of the Tewksbury Zoning Bylaw and the Town of Tewksbury Zoning Map 2013 as follows:

Add to Section 8410 Location., a new subparagraph #3 as described below (underlined text):

1. That portion of the Town of Tewksbury (a) situated within a one half (½) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
2. That portion of the Town of Tewksbury situated within a one quarter (¼) mile radius of a circle, the radius point of which is the intersection of Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.
3. That portion of the Town of Tewksbury situated within a one half (½) mile radius of a circle, the radius point of which is the intersection of Massachusetts Highway Department layout of Interstate Route 495 and Woburn Street, in Lowell, with frontage on Woburn Street, with the westerly side line of Woburn Street in Tewksbury.

Executive Summary: Article would allow extend Interstate Overlay District to vicinity of Woburn Street exit of I-495. Interstate Overlay District is only allowed to be superimposed over Heavy Industrial District. The following additional uses shall also be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles; and, (d) Motor Vehicle Rental or Leasing Agencies, as an accessory use only.

Finance Committee Chairman, David Aznavoorian motioned to Adjourn the October 1, 2013 Special Town Meeting Sine Die, and this motion was Adopted. 7:50 PM 10/1/13

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

Administration

*Board of Selectmen
Administrative Services
Parking Clerk*

*Town Manager
Board of Registrars
Town Clerk*

*Town Counsel
Housing Authority
Veteran's Services*

Board of Selectmen

During 2013, the Board of Selectmen held regular meetings twice a month except for July and August when they met once a month. The Board addressed many issues such as the budget, recycling, notes and bonds, litigation, independent audit, collective bargaining issues.

The Board met with the State Delegation, Representative James Miceli, Representative Jim Lyons and Senator Barry Finegold. The Board also met with department heads, representatives from Nation Grid, Verizon and held hearings on liquor licenses, class auto licenses, and street acceptance.

Board Members continue to serve on other sub-committees such as the Green Committee, Economic Development Committee, Community Preservation Committee and Local Housing Partnership to name a few. New Committees were created this year in an effort to get more residents involved and attack some issues that could help improve the look and feel of our community (Economic Process Review, Town Center Master Plan, and Beautification).

The Board of Selectmen wishes to extend appreciation to all department heads, support staff and town employees for their commitment to serve the residents. The Board would like to take this opportunity to thank the men and women who serve the town as members of numerous appointed and elected boards and committees for their time and effort serving in these positions in town government.

For your convenience, the Selectmen's meeting and other town and committee meetings are televised on Channel 8 and 33.

BOARD OF SELECTMEN

Scott Wilson, Chairman
Douglas W. Sears, Vice Chairman
James D. Wentworth, Clerk
Todd R. Johnson
David H. Gay

Town Manager

This past year the Town continued to make needed improvements in many areas and services were to maintained at a high level for residents.

As in previous years Town Finances showed some improvement. Standard and Poor's reviewed the Town's Bond Rating and it was upgraded from at AA- to AA. As part of their rationale for the upgrade Standard and Poor's cited in their rating report the strong Tewksbury economy, strong budget flexibility and performance as well as the Town's management conditions being strong with good financial practices. The report further stated the stable outlook reflects the Town's improved financial performance and strong reserves. They caution rising fixed costs associated with the Town's long-term liabilities will pressure Tewksbury's budgetary performance in the medium term but in their view they believe management will make the necessary revenue and expenditure adjustments to maintain its balanced operating results and strong budget flexibility. This was a major accomplishment for the Town and it was validation that the financial policies and approach taken over the past few years have been working and should continue.

Looking forward to the next year, priority will be given to improving the appearance of the Community and economic development specifically Route 38. In an effort to assist in this area the Board of Selectmen formed five new Committees: The Bicycle and Pedestrian Advisory Committee, Economic Development Process Review Committee, Tewksbury Beautification Committee, and Town Center Master Plan Committee. Each committee has appointed members in place and their work is well underway to improve the Community.

One of the major projects in town is the Town Hall renovation. A conceptual plan was approved and design is near completion. The project will be bid in May of 2014 and the goal is for work to star in June 2014 and it should take 12-16 months to complete. In anticipation of the renovation The Board of Selectmen, Town Manager, Administrative Services and Town Clerk offices have temporarily moved to the Hardy-Pike House at 464 Main Street.

As always issues central to residents and businesses of the community will to be a priority. I will continue to hold neighborhood meetings as we successfully did this past year, to listen to the Community's concerns, and finding ways to address them. Improving services to residents and businesses is always an important aspect of our work as pubic officials and we look for new and innovative approaches every day. Hearing feedback from residents and business is extremely important to us. This past year we have become more involved with social media by starting a Facebook page (Town of Tewksbury) and utilizing twitter (@TownofTewksbury) as a source of disseminating information. The Police Department utilizes CODERED as well in order to update citizens of alerts by telephone, cellphone or text. To sign up for this free service and informative: <http://cne.coderedweb.com/Default.aspx?groupid=EBHWGJccHQoNDDzxhABs%2fQ%3d%3d> Over the next year we plan to make improvements to the Town's website to make it more user friendly and to provide even more information and services.

I would like to thank the Board of Selectmen for their continued support as we made positive strides and improvement this past year. I would like to extend my appreciation to all Department Heads and their staff for their hard work and dedication to the Community. They did an outstanding job providing excellent service to the residents of the Community. Even though there are still many unmet needs they accomplished a great deal over the past year.

Respectfully Submitted,
Richard A. Montuori
Town Manager

Town Counsel

TOWN COUNSEL REPORT CHARLES J. ZAROULIS, ATTORNEY AT LAW

In 2013, Charles J. Zaroulis, Town Counsel, represented the Town of Tewksbury in litigation before the Middlesex Superior Court, the Land Court, Northeast Housing Court, and Lowell District Court.

Town Counsel's litigation schedule included thirteen (13) cases in Superior Court, one (1) case in the Land Court, two (2) cases in the Northeast Housing Court, and two (2) cases in the District Court.

The following significant cases, all of which were resolved in favor of the Town, are:

Town of Tewksbury Board of Health v. John D. Sullivan; Town of Tewksbury v. Sullivan Family Trust; Town of Tewksbury Building Department v. Forster; JD Realty v. Planning Board and Ocean State Jobs; and Neil Cluff v. Zoning Board of Appeals.

In addition to court hearings, Town Counsel appeared before various state agencies, prepared legal documents, contracts, deeds, leases, construction and contract specifications, easements, court pleadings, legal memoranda and opinions for various Departments, drafted bylaws and regulations, reviewed and drafted Town Meeting Articles, addressed conflict of interest issues, family suite applications, and made eminent domain land takings for utility improvements and street acceptances.

Town Counsel will continue his program of providing municipal law memoranda and training sessions, which address important and current issues of law and the interpretation of laws, for the various Boards, Committees, Commissions, and Departments.

Town Counsel thanks the Board of Selectmen, the Town Manager, the several Boards, Committees, Commissions, and Departments and their officers and employees for the excellent, continued co-operation again provided to him during the past year.

Charles J. Zaroulis, Town Counsel

Administrative Services

OFFICE HOURS ARE MONDAY THROUGH FRIDAY 7:30AM – 3:30PM

Department Staff: Teresa Belanger, Administrative Services Assistant

The Administrative Services role concentrates on all aspects of Human Resources such as Employee Relations, Employee Benefits, Retiree Benefits, Occupational Injuries/Workers Compensation, Personnel Records, Recruiting, Family Medical Leave, Benefit Coordination, and Medical Cost Analysis.

Employee Services:

Maintains all employee records including medical and separate employee records.
Maintains central data base for all town and school employees.
Maintains tracking records for all town employees' vacation, sick and personal days.
Coordinates all recruiting efforts including but not limited to job postings, interviews, candidate selection, reference checks, CORI checks and pre-employment physicals.
Maintains and updates all Town employee Job Descriptions.
Completes orientations with all new hires for the Town, notifies retirement board and payroll, benefit enrollment as necessary.
Maintains all new employee records in the Munis Financial Program.
Track and maintain all new Medicare Part D computer program.
Maintain all retiree pension deductions and notify retirement boards of upcoming changes in deductions.
Maintains occupational health records, coordinates and performs utilization reviews as needed.
Maintains all family medical records.
Coordinates all Family Medical Leaves (FMLA) for Town employees including correspondence with employee and physicians, completion of paperwork and tracking time out of work.
Maintains all HIPPA records.
Coordinates all Medicare/Medex benefits with employees who reach the age of 65.
Maintains all records related to the Massachusetts Healthcare Reform Bill and Affordable Care Act.
Coordinates COBRA benefits when necessary.
Maintain, track and process all direct benefit payments.
Processes all Unemployment Claims for Town and School.
Maintains all Civil Service Records.
Provides support to Personnel Relations Review Board (PRRB).
Coordinates MIIA Employee Assistance Program (EAP) Training
Maintains voluntary benefits with Aflac which include: Short Term Disability (STD), Life Insurance, Accident Benefits, Lump Sum Critical Illness Plan and Voluntary Indemnity plan for hospitalization.
Administer and track all aspects of the Senior Citizen Property Tax Work Off program.
Serve as Grievance Officer for Harassment/Sexual Harassment claims.
Coordinate yearly Flu Clinic

Respectfully,
Richard A. Montuori
Town Manager

Board of Registrars

Denise Graffeo, Town Clerk

Frank Teague, Chairman

Edward Creamer

Ruth Teague

One of the major duties of the Board of Registrars is to conduct all voter registration sessions. Registrars are responsible for the voter registration process, for maintaining voter registration records, and for submitting certain records to the Secretary of State. Prior to any election or town meeting, the Board of Registrars conducts a special voter registration session; the date and time are published in advance in the local newspapers and cable TV.

Voter registration in Tewksbury has never been easier than it is today. Residents may register to vote in person at the Town Clerk's Office, Town Hall, 1009 Main Street, Monday – Friday from 7:30 AM to 4:30 PM. Or, you may request a mail-in voter registration form by phoning the Town Clerk's Office at 978-640-4355. Downloadable Voter Registration applications are now available online at the [State Elections Division](#) website. Applications may be submitted in person or by mail. In addition, the state registries of motor vehicles, social service agencies and military recruitment offices provide voter registration services.

There are three (3) important lists the registrars are required to prepare: the annual street list, the annual card file of registered voters, and the registered voters list.

Certification of nomination papers, petitions, proposed town meeting articles, and applications for absentee voting are also the duty of the Registrars.

Information about absentee voting may be obtained by phoning the Town Clerk's Office at 640-4355 or on the Town Clerk page of the municipal website www.tewksbury.info. Applications for absentee ballots may be obtained from the Town Clerk or the Office of the Secretary of State. Downloadable Absentee Ballot applications are now available online at the [State Elections Division](#) website. Applications may be submitted in person or by mail.

VOTING PRECINCTS

Effective December 20, 2011 the Board of Selectmen voted to re-locate Precincts 3 and 3A to the Lowell Assembly of God at 995 Andover Street, and Precincts 2 and 2A to the Tewksbury Recreation Center at 286 Livingston Street.

Precinct	Enrollment	Location	Address
Precinct 1	2534	Senior Center	175 Chandler St.
Precinct 1A	2786	Senior Center	175 Chandler St.
Precinct 2	2534	Recreation Center	286 Livingston St.
Precinct 2A	2400	Recreation Center	286 Livingston St.
Precinct 3	2911	Lowell Assembly of God	995 Andover St.
Precinct 3A	2693	Lowell Assembly of God	995 Andover St.
Precinct 4	2593	Library	300 Chandler St.
Precinct 4A	2654	Library	300 Chandler St.

Precinct	Conservative Party	Democratic	Reform	Green Rainbow	Libertarian	American Independent	Republican	Interdependent 3rd Party	Unenrolled	Grand Total
1	1	713		1	6	1	338		1474	2534
1A		753		2	5	2	352	1	1671	2786
2		700	1	1	8		271	2	1551	2534
2A		670		1	8	1	262		1458	2400
3		767		1	9	2	435		1697	2911
3A		655		4	9	2	338	4	1681	2693
4		761		3	2		289	1	1537	2593
4A		831		1	3		239	0	1580	2654
Grand Totals	1	5850	1	14	50	8	2524	8	12649	21105

Housing Authority

This year the Tewksbury Housing Authority has added an additional 34 families to our wait list. Due to the limited number of family units, the Authority's family housing wait list remains closed for all non-emergency applicants. There were three vacancies this year in our family housing units. Our vacancy turnovers in 2013 for our elderly/disabled housing units totaled 19. New applicants added to the elderly/handicapped wait list were 190.

Our Robert Flucker Heights Federal Development had some renovations completed this year. New roof vents and plumbing exhaust vents were installed. Our Carnation Drive Development received a new fire alarm system, had additional parking spaces added for our growing community, as well as renovations to the Community Hall. Our Saunders Circle Development will be receiving new roofs the spring of 2014 and the Pondview Lane development will receive new siding on all buildings in the spring of 2014.

Applications for our Elderly, Family and Section 8 programs can be obtained at our main office located in back of the Community Building of our Saunders Circle Elderly Housing Development. Applications may also be obtained on the Town's website under the Housing Authority link located in the Boards and Committees tab. The Authority's office hours are from 8:00 A.M. to 4:30 P.M. Monday through Thursday and from 8:00 A.M. to 12:00 Noon on Fridays.

Tewksbury's 202 Elderly Supportive Housing Development is progressing. The development phase is currently underway. It is expected that construction will be complete by June of 2014. The project will provide an additional 32 units of elderly housing. There was One (1) Monitoring Agreement signed for Affordable Housing Trust developments and one (1) resale of an affordable unit on Orchard St.

I wish to thank all the Authority's residents for their cooperation this year while renovations and improvements to our developments were being completed. I also wish to thank my fellow Commissioners and the staff for their continued efforts afforded to the Authority throughout the year.

Respectfully submitted by:

Louise A. Gearty
Chairwoman

Parking Clerk

A hearing on any parking violation may be obtained upon the written request of the registered owner of the vehicle, as stated on the parking violation notice.

Year 2013 Fines collected and deposited with the Town Treasurer - \$ 17,502.40

Parking Ban (Overnight-Inclement Weather)

Town By-Law 8.24.010

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street from 12:00 (Midnight) to 6:00 AM. This shall take effect on November First of each year and end on March Thirty-First. (A fine of \$25.00 will be imposed for a violation of this Section).

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street, day or night, when it is snowing or when icy conditions exist. (A fine of \$25.00 will be imposed for a violation of this Section).

Any vehicle, other than one acting in an emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street, may be removed or towed away, at the sole expense of the registered owner of said vehicle, under the authority and direction of the Superintendent of the Department of Public Works to a public garage or any convenient place. The Superintendent of the Department of Public Works shall within a reasonable time, notify the Chief of Police of the removal of any such vehicle and of the place to which it has been removed, and the Chief of Police shall give like notice to the registered owner of the vehicle.

Vehicles so towed away shall be stored in a safe place and restored to the registered owner thereof upon proper identification and full payment, to the Town or to the Keeper of the place of storage, for the expenses incurred in such removal and storage. Inquiries, about vehicles so towed away, shall be made at the Police Station. This allows easy and uninterrupted access for the fire, police, school buses, snowplows, sanders, and other emergency vehicles.

Effective January 2000 unauthorized parking in a designated handicap parking area will carry a violation fine of \$100.00 and parking in a fire lane will carry a violation fine of \$100.00.

Effective November 2006: Parking fines, Code # 1-12 increased to \$25.00 from \$10.00 and Code #13-19 increased to \$25.00 from \$15.00.

Parking tickets may now be paid on-line at www.kelleyryan.com

Respectfully submitted,
Denise Graffeo
Town Clerk - Parking Clerk

Town Clerk

Denise Graffeo, Town Clerk (Elected April 2011)
Christine Cicero, Michele Sullivan, Deborah Winter

The Town Clerk holds office hours Monday-Friday 7:30 A.M. to 4:30 P.M.

Mission Statement

The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to maintain and preserve public records and to act in the best interest of the Town and the State by providing efficient, innovative, and quality services in a fair and impartial manner to all.

TOWN STATISTICS

	<u>2013</u>	<u>2012</u>	<u>2011</u>
Population	29,367	30,077	30,309
Dog Licenses	2,395	2,277	2,081
Sporting Licenses	---	---	202

FINANCIAL

	<u>1/1/13 – 12/31/13</u>	<u>1/1/12 – 12/31/12</u>	<u>1/1/11-12/31/11</u>
Misc. Fees to Treasurer	42,213.30	38,716.92	41,996.28
Dog Fees to Treasurer	44,045.00	41,828.00	37,255.00
Sporting Licenses to State	-----	-----	4,596.30
Marijuana Fines	1,300.00	600.00	500.00
Records Preservation (Revol	10,765.00	10,375.00	11,545.00
Parking Fines to Treasurer	17,502.40	17,187.40	20,433.40
Passport Fees	-----	-----	<u>1,225.00</u>
TOTAL	\$115,826.00	\$108,707.32	\$117,550.98

VITAL STATISTICS

	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
Birth	219	247	237	253	273	275
Marriage	108	95	96	94	113	130
Death	328	277	347	269	302	255

Chapter 45, Section 15 of the Massachusetts General Laws: The Town Clerk will furnish blanks for the return of Births to parents, householders, physicians and registered hospital medical officers applying therefore.

Veterans' Services

Senior Center
175 Chandler Street
OFFICE HOURS ARE MONDAY THROUGH FRIDAY
7:30 AM - 4:00 PM

The Veterans' Services Department has again been active in helping the Town's Veterans. We have provided financial support to those Veterans needing assistance, including administrative support, interpreting and filling out the sometimes complex federal and state forms. In 2014, the Federal Government (VA) expanded veteran's benefits and medical services including; a wider range of prescription benefits. This greatly increased the number of Veterans applying for State and VA Hospital services.

I have represented the Town of Tewksbury at several functions including Memorial Day and Veterans' Day celebrations. On the state level, as a member of the MVSOA, I have worked hard to, get the Welcome Home Bill passed, expanded the definition of a Veteran and secured additional benefits for Veterans. As the Veterans' Service Officer, I attend monthly meetings of the American Legion, Disabled American Veterans and Veterans of Foreign Wars. This office has provided, to our Veterans, a book by the Secretary of the Commonwealth William F. Galvin, detailing Veterans' laws and benefits. The latest benefit is the bonus for the Afghanistan and Iraq War Veterans. All returning Town Veterans have been notified regarding this benefit and we have begun the process to attain this bonus for them.

The Department of Veterans Services continues to offer to the Veterans, dependents, or the widows, services in a wide range of categories; such as:

VA Pension & Compensation	Grave Markers
Hospitalization (in and out patient)	Social Security
Burial Allowance	Disability
Drug & Alcohol Treatment	Medicare Part D
Educational & Vocational Training	Retirement Matters
Copies of Discharges	Military Records

The Department of Veterans' Services does not stand alone in serving the Town's Veterans, but works with the other Veterans' and Fraternal Organizations within the Town. I would like to thank each organization and their members for all the time, effort and contributions they have given to the Town's Veterans. Special thanks should also go to the Town Manager, Board of Selectmen and other Town Departments for their help in making this a Town where the Veteran is well served.

I have worked with the Tewksbury Veterans' Council comprised of the American Legion, Disabled American Veterans, the Veterans of Foreign Wars as well as the Ladies Auxiliary on several occasions to ship "CARE Packages" overseas to our men and women serving our country.

Respectfully submitted,

James F. Williams
Director, Veterans' Services

Department of Public Works

The mission of the Tewksbury's Department of Public Works (DPW) is to support and enhance the quality of life for residents, businesses and visitors by providing services and solutions to maintain and upgrade the Town's infrastructure in the most efficient manner; to provide design, construction and maintenance solutions for roads, traffic and drainage systems, trees, sanitary sewers, water production and distribution in order to maximize benefits, convenience and safety to the public.

Administration

The Administrative Division of the DPW oversees the daily operations of the department and is responsible for all long range infrastructures planning and budgeting. The administrative staff coordinate the department's daily activities, develop and manage the annual operating, capital improvement and capital equipment budgets for each division; prepare personnel and payroll records, process vendor invoices for payment, work with the Community Development Department issuing curb-cut, water, sewer and utility road opening permits. Administration staff also assists with the review of plans for proposed subdivisions to insure compliance with town by-laws, regulations and with DPW standards. The division prepares specifications and bid documents for the procurement of goods and services, equipment and construction contracts for all of the DPW divisions. Procurement of building services trades and maintenance of generators for all town-government facilities are conducted by the division. Hiring and training of staff, assisting in labor negotiations and managing labor agreement issues; as well as developing, implementing and enforcing departmental policies; coordinating administrative support for all divisions of the department while handling all public inquiries are responsibilities of the Administration Division.

The Administrative Division of the DPW is comprised of the Superintendent of Public Works, Assistant Superintendent, (1) one full-time and (1) part-time Administrative Secretary. DPW Administration staff continued their active role overseeing activities of the Park and Recreation staff, user groups and the maintenance of town facilities. The outsourcing of turf mowing responsibilities to private contractors for all recreation fields and town facilities has allowed the small force of in-house staff to address daily cleanup, the lining of sports fields and addressing requests and repairs as needed.

The DPW Administration has provided greater assistance to managers of town buildings in an effort to establish a more inclusive maintenance strategy for all town operated facilities. In 2013, trade contracts were bid to establish a single vendor for each of the trades: Electric, Plumbing, Mechanical/HVAC and generator maintenance. By doing so, accountability and quality of workmanship across departments and facilities, as well as, response to emergency situations can be better managed. As a liaison to the various town facilities, the Assistant Superintendent provided guidance and coordinated labor in addressing concerns at the Town Hall, Library and Senior Center.

Engineering

The Engineering Division is staffed by the Town Engineer and two engineering Project Managers. As a team, the division provides analytical analyses and design, develops plans and specifications, estimates, manages, and provides coordination and construction support for the Department of Public Works (DPW). This includes design for roadway and utilities such as water, sewer, drainage and storm-water. The Engineering Division works closely with other Town boards and departments to assist with planning, conservation and traffic management review. Other services provided include right-of-way inspections, water and sewer service installation approval, Geographic Information System (GIS) map and water model updates, and technical support to Town Counsel for various legalities.

The Division's accomplishments for year 2013 were as follows;

- Roadway reconstruction with upgrades to drainage on River Road, East Street, North Street and Wolcott Road.
- Signalization design for the intersection of East Street, Dascomb Road and Shawsheen Street was completed. The designer for this intersection was TEC Engineering. The Massachusetts Department of Transportation (MassDOT) was scheduled to advertise the project on December 8, 2013, which has been postponed and we are currently waiting for a new advertising date, bid opening and the award of contractor for the project. Estimated construction is expected was to begin in spring/summer 2014.
- The DPW continued the Inflow and Infiltration (I/I) Assessment and Removal Program for the wastewater collection system. These remediation efforts have been primarily targeted on older sections of the collection system. Repairs have been made on sewer manhole structures with available funds. Approximately 113,760 gallons per day of unmetered water has been removed from the system. Past and future I/I investigation results assist in the development of the capital improvement

plan for further repair to be conducted over the next five years.

- Revised Sewer Regulations were adopted on March 1, 2013. The last revision was in 1984. Associated with the revision were the update of sewer construction standards.
- Continuing to maintain the Drain Layer's list for the approved contractors to work on utilities throughout the Town.
- Advancement has been made with the GIS for the Town with additional data of the Town's infrastructure.
- Assisting with administrative services for both catch basin repairs and cleaning projects. A total of 24 catch basins were repaired, 1,817 catch basins were cleaned and inspected this year.
- The East Street Water Main Replacement was completed. The project began at the Andover town line and continued to Maple Road resulting in approximately 8,000 linear feet of 8-inch asbestos pipe replaced with new 12-inch ductile iron pipe. The contractor working on this project was J.J. Phelan and Sons.
- The Engineering Division has been very involved with the planning and design for capping the land fill over by Sutton Brook off of South Street. The design is 100% complete. The project was bid and awarded to Charter Environmental and expected for construction during 2014.
- Assisted the Water and Sewer Division with completing the upgrades to the Florence Avenue pump station. There was a sewage grinder installed at this location during the summer of 2013.
- Hired consultant AECOM to develop Operations and Maintenance Manuals for all municipal owned facilities as well as a Stormwater Pollution Prevention Plan for the Department of Public Works. This included training municipal staff on the necessary tasks need for compliance with the Town's National Pollutants Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit.
- MPH Environmental, Inc. has been hired to assist in the design for replacements of water main at three locations throughout town, Crest Road (approx.1000 LF), Shawsheen Street between Kenneth Road and Main Street (approx.1700 LF), and Main Street by Applebee's Restaurant to the connection of Clark Road (approx. 2200 LF).
- MassDOT has added the Mill Street Bridge Repairs to their project list. It is currently programmed for advertisement in 2017 on the Transportation Improvement Program (TIP).

In addition, the Engineering Division had the assistance of two senior citizens to help scan water service cards that will be included into our GIS water layer. The Division was lucky enough to benefit from the two seniors that were working on the tax work-off program. It was a great success and we hope to have the same opportunity in the upcoming years. The Division was also able to have a part time engineering intern for five months that assisted with daily activities within the group. All efforts and hard work was greatly appreciated.

There was a change in the engineering staff this year. Carlos Jaquez departed the group in May to further his advancements in his career. He was the Project Manager for the sewer expansion project and played an important role within the engineering group. The Department wishes him success in his future endeavors. In his leave, the Town was able to hire Dan Scott as the new Project Manager in the Engineering Division. Both his previous career experiences and education in engineering are a nice complement to the Division. We are looking forward to his contributions to the team.

Another personnel change that occurred just after the 1st of January 2014, was the departure of the Town Engineer, Michele Stein, who gave 8 years of service to the Town in the capacity of Project Manager, being promoted to Town Engineer in 2007. Her efforts advanced the upgrade of the utility and transportation system infrastructure including the sewer expansion project and upgrades to numerous pump stations; Colonial Water tank and East St. water-main installations; numerous drain and street reconstruction project's and traffic light installations, to name a few. Ms. Stein championed the storm-water program keeping the Town in compliance with EPA regulations.

Highway/Forestry

The Highway/Forestry division staff was consolidated into a single division in 2009. Their activities through 2013 included assisting the Engineering Division with roadway reclamation and paving projects; repairing local roads, backfilling of the roadside shoulders, repairing potholes, paving driveway aprons, and installing asphalt berm. Other related street maintenance activities included street sweeping; street and traffic sign installation, reestablishing traffic pavement markings including school and pedestrian crosswalks, periodic jetting of drain lines and the cleaning of culverts and drainage ditches. The division also constructed storm water leaching basins to alleviate some street flooding in areas where no drainage system existed. When inclement and emergency-related weather events dictate, the division assumes more challenging duties addressing broken and downed trees and limbs resulting electric outages, downed wires and many safety concerns. Localized flooding challenged the limited number of crew members within the Highway/Forestry Division to address damages to both public and private property.

Staff levels fell to (4) division members during the later portion of the spring through the summer months. In the fall, (5) new employees were hired to bring staffing to previous levels. Although staffing is still less than the necessary complement to fully address all service efforts, the Highway/Forestry staff have worked hard to address and catch-up on a growing backlog of requests and tasks.

The skill and dedication of the DPW staff, while operating heavy duty trucks and other specialized equipment for long hours, are unique to the overall winter work operations. Pre-treating of roads with de-icing chemicals and plowing of streets, schools, sidewalks and municipal parking lots are completed to insure that all motorists and pedestrian traffic are safe while commuting in and around the Town of Tewksbury.

Lastly, catch basin cleaning operations, which had been suspended due to budgetary constraints, was restored. In 2013 over 1525 basins were cleaned and inspected. Although Federal and State regulation mandate on-going repairs and maintenance for the drainage system, the cleaning work was helpful in maintaining the function of the system, identifying basins that need to be repaired and drains lines needing flushing. As a follow-up 19 catch-basins were repaired. More attention is required to maintain the storm-water system where there are more than (3,000) basins in the drainage system, where impervious surface continues to increase.

Forestry related activities included the removal of hazardous tree conditions threatening public and private properties resulting in (18) trees removed by the town and (12) trees being removed by National Grid as part of National Grid's Hazard Tree Mitigation Program to assistance local towns. In addition, the cutting of (20) lane miles at (65) locations of roadside brush along the Town's right-of-ways helped to improve vehicular safety and sight-lines. Finally, the recycling of Christmas trees was added to the town compost operation.

Fleet Maintenance

The Fleet Maintenance Division, consisting of (4) staff members, is responsible for service and repairs to maintain DPW/Water/Sewer equipment and rolling stock. DPW mechanics' also maintain other department vehicles including (35) Police Division vehicles. In 2013, the Fleet Division began maintaining Park and smaller Fire Dept vehicles. In addition staff also preform preventative maintenance activities and inspect larger Fire Dept trucks, which are contracted through a 3rd-party by the Fire Dept for repairs. Also various small engine equipment (lawn mowers, snow blowers, leaf blowers, generators etc.) are maintained by the Fleet Maintenance Division. The Division insures all registrations and inspections are current; maintains insurance and MaDOT records; processes and manages the submittal, collection of insurance claims and ensures repairs are made and updates carrier records on an annual basis.

The division orders and maintains the Town's gas and diesel fuel depot including all records of usage for various town divisions; maintains the facility to comply with all aspects of Department of Environmental Protection (DEP) requirements (Stage 2). In 2013 the all funding for fuels and maintenance activities used by Police, Fire, Park and DPW were consolidated into the DPW budget.

The division staff reviews Public Works equipment inventory annually and makes recommendations for replacement within the capital budget. In calendar year 2013 the DPW purchased (1) 3/4-ton, 4-wheel drive pickup truck and specified and ordered a new 5-ton dump truck w/sander and plow.

Water Distribution/Sewer Collection

The Water and Sewer Division, with a staff of (9) full time employees comprising of (1) Water/Sewer Division Supervisor, (1) Crew Leader for water distribution, (1) Crew Leader for sewer collection, (1) Special Heavy Motor Equipment Operator and (4) Heavy Motor Equipment Operators are responsible for ensuring the integrity of the water distribution and sewer collection systems. The water distribution system includes over (170) miles of water mains, more than 10,000 water services, approximately 1,500 fire hydrants and thousands of water main valves throughout the piping network. This division is also responsible for maintaining the Town's sewer infrastructure consisting of more than 180 miles of gravity and forced (pressure) sewer mains. With the completion of the sewer construction project, November 2009, the Town currently has (47) active sewerage pumping stations throughout the Town directing sewerage to the Lowell Waste Water Treatment Plant.

The year 2013, once again was a very active year for our Water/Sewer Division employees who put in long hours with their normal work hours and overtime repairing water main breaks, water service leaks, sewer breaks, and sewer backups along with their normally assigned responsibilities. Some of these duties consist of numerous water service repair calls, low pressure checks, fire hydrant repairs, fire hydrant replacements, repairing and replacing water meters, hot topping streets after water service and water main breaks, checking, cleaning and maintaining our forty seven (47) sewerage pumping stations on a daily basis, checking and at times flushing the sewer lines throughout town, repairing sewer manholes, responding to and clearing sewerage backups due to grease and soap build-up, and numerous other jobs performed by the employees not mentioned above.

New Badger water meters and MTU units are all but installed in a few locations; all commercial and municipal buildings have been completed. These new water meters are able to send signals via airwaves to collectors and repeaters situated all around Town in various locations which will then transmit the data to Computer Services at the Town Hall Annex Building and then to the water billing office computer. The new water meter replacement project took approximately four (4) years to complete. Staff also assist private contractors with water service shutoffs if the meter valve(s) do not shutoff properly.

In the fall of 2013, the water main replacement project on East Street, from Shawsheen Street to Maple Street, upgrading an older 6" inch and 8" inch water main to a 12" inch ductile iron water main was completed in the early summer of 2013. In addition, a portion of the Carter St. water main was replaced due to the number of water-breaks in this area. All residential and commercial water service lines were replaced to the property line. The project has brought significant fire protection to the East Street and Shawsheen Street intersection area prior to and in anticipation of roadway reconstruction and construction of a new traffic signal at Shawsheen, East streets and Dascomb Rd.

Throughout 2012 and 2013 weather patterns and storms have caused power outages and high flow levels within pump station facilities. During these conditions staff must alternate the hook up of emergency portable power generators to all the sewerage pump stations without power (30) by attaching electrical cables to the control panels. Staff pump down the water in the station's wet-well to a safe a level. Once all the pump stations affected are pumped down they begin the routine over again until normal power is restored.

In the spring of 2013, the Town installed grinder equipment in the Florence Ave. pump station in South Tewksbury due the heavy and destructive flushing of foreign materials from household and commercial properties in the area. These materials include cloth wipes, dental floss, hygiene products, rubber gloves, clothing, plastics, etc. The flushing of these materials has created a significant and ongoing problem, which has been experienced at all of the 47 sewer pumping stations in town. Although packaging advertises these products as "Flushable", they are not and have the potential to cause sewer system backups into homes. The only things that should be flushed down toilets are human waste and toilet paper.

The Water/Sewer Division also puts in long hours assisting the Highway/Tree Division with sanding, salting and snow removal during the winter months, flooding, downed trees and other projects requiring our assistance all year long.

Water Filtration

The Tewksbury Water Treatment Plant is a full conventional treatment facility, specifically designed to treat water from the Merrimack River. The plant is capable of treating up to seven (7) million gallons a day and the Town can store up to a total of seven (7) million gallons of water in three (3) storage tanks. In 2013, the plant pumped 894.9 million gallons of water. This is an average of 2.45 million gallons per day with a peak usage of 4.562 million gallons (on 7/1/13) during the hot summer months.

- Residential use of water was 565.8 million gallons (63%) which resulted in a Residential Gallons per Capita Day usage of: 53.0 gallons per person per day.
- Industrial usage this year was 125.9 million gallons or about 14 %.
- Municipal usage topped out at: 50.0 million gallons which includes 16.0 million gallons used for the annual flushing program to clean all the pipes in the water system.

The original facility was built in 1988 and went online June 5th. Our first daily production was 0.9 million gallons. Our facility now process over 3 million gallons a day during the same period of time or more than 300% increase. As the plant enters its 25th year of operation, the Town has completed a comprehensive Engineering Evaluation (performed by AECOM of Wakefield) in order to ascertain what parts of the facility are in need of replacement and/or upgrades; and to ensure our treatment process meets pending Environmental Protection Agency (EPA) regulation changes. In addition, due to incompatibility and violation of local regulations, the City of Lowell will no longer act as our back-up for our sludge drying facility. So we are now in the process of investigating methods to increase reliability of our sludge drying facility and increasing our sludge storage. Once again this will be handled by AECOM of Wakefield.

Under the category of normal “wear and tear” we continue to address equipment issues as they occur. In 2013 a new compact submersible mixer was added to the sludge storage tank. This device is a high flow mixer and performs the same duty as the original mixer while using 1/5 the electrical power and at half the cost. Other issues that were addressed concerned the use of re-activated carbon in our filter beds. Our first side by side trial indicated no difference in using the re-activated carbon vs. virgin activated carbon. Along with several other facilities on the Merrimack River also trying this material all have had good reports. In the process, the plant’s spent carbon is hauled back to an NSF certified facility and reactivated. It is stored in a specified location until we call for a replacement. Then our original carbon (now cleaned and re-activated) is returned for use again. This proven process, which has been in use for over ten years, will both save valuable resources and will save over \$40,000 per year in carbon replacement cost.

“Is my water tested?” is a commonly asked question. As a requirement of MaDEP our entire process is tested every four hours. The process is also monitored by 22 analytical online devices generating hundreds of thousands of numbers each year. A sophisticated computer network assists in the “number crunching” to generate monthly reports which are sent to MaDEP each month. In addition, samples for bacteria, phosphate and fluoride are processed by our State certified laboratory as part of our mandated quality control program. On a quarterly basis other types of analysis are performed to guarantee that the water users of Tewksbury are getting water that meets and exceeds EPA and MaDEP quality standards.

Most importantly, we would like to recognize and thank two employees, who spent their working careers with the Town of Tewksbury Department of Public Works and were leaders within the department: George DeRoche (Water/Sewer Supervisor) and William Chandler (Highway/Forestry Supervisor). Each had numerous accomplishments, over their 78 years of combined service that will continue to enhance the quality of life for town residents. Their dedication and commitment will be sorely missed by the employees and residents of Tewksbury. Thank you both

Thank You,

The employees of the Department of Public Works have done an exceptional job in serving this community considering the workload that is assigned to them, the need for their response during emergency conditions at all times of the day or night, all year long as the demand for service grows given the expanding infrastructure. It is through their tireless efforts and dedication that the mission of our organization can be achieved.

Community Activities

Library Trustees

*Council on Aging
Historical Commission*

Recycling Committee

Library Trustees



Board of Library Trustees, 2013

Joseph Frank, Chairperson

Robert Homeyer

Paige Impink

Patrick Joyce

Patricia Pino

Eugene Walsh

Mission and Vision of the Tewksbury Public Library:

The public library of Tewksbury seeks to provide the Town's residents with a wide variety of materials, resources and services. Our vision is to empower Tewksbury's residents by developing, promoting, and delivering lifelong learning opportunities and to culturally enrich the entire community. We endeavor to combine traditional roles of providing a quality book collection and customer service oriented atmosphere, with current technological advances in the retrieval of information.

In short, we want to help you transform your life! That's a tall order, but together we can achieve this!

Due to continued economic hardship, the library applied for its seventh consecutive waiver from the MA Board of Library Commissioners in October. Our funding grew a bit, thanks to the support and belief in the value of the library to the residents of Tewksbury shown by our Town Manager and Finance Committee. We are still not able to buy the variety and amount of materials that the community needs, but this forward growth is appreciated. It is projected that 2014 will continue to be economically challenging to the Town and the Library, and another small increase is anticipated. Library staff members, Trustees and Friends of the Library are committed to providing the best library service possible to Tewksbury residents.

The Friends of the Tewksbury Public Library deserve special notice this year for their support of the Library. In 2013, the Friends committed to increasing the amount of Adopt-a-Book private donations they received from those who support and love the Library. As a result, the Friends were able to donate a few thousand dollars to support the Library's book budget. In fact, if they had not done this, the Library would have been unable to meet its obligations for materials expenditures by the state, and would have been unable to apply for the waiver we need to allow all Tewksbury residents to borrow from other libraries in the Merrimack Valley. The staff and Trustees thank the Friends of the Tewksbury Public Library for their generous support in 2013.

Library staff members continued to provide services that reflect the needs of our community. One hundred authors spoke at the Library in 2013 and our Job Seekers Seminars continued to grow. We were so pleased to hear that two of the attendees got jobs and they credited the seminars, in part, for helping them! Interest in eBooks continued to rise as more people received eReaders as gifts. The Library staff presented weekly "Device Advice" trainings for residents who wanted help using their new eReaders and who wanted to learn to use the Library's eBook collection with their eReaders or their smart phones.

Children's services continue to grow. There continue to be many parents and caregivers who realize the importance of language, story and song for their little ones and attendance continues to be high for our baby and toddler story times. In addition, the Children's Department saw a need and integrated math and science into their existing story classes and created new classes for children who want to explore science and math. While our focus remains on supporting reading and literacy learning, adding science and math is a wonderful addition to the literacy services we provide.

The Trustees and staff congratulate one of our Library Clerks, Jill Connolly, for achieving her Master's Degree in Library Science this year! Ms. Connolly worked full time and took her graduate classes at night and on weekends—a tough job and one that was well done! The Library also saw one of our long-time staff members retire this year. Joanne Toppin worked in a variety of capacities throughout the Library in the seventeen years she worked with us. The Trustees thank her for her contributions to the Library and we were sorry to see her retire. We do know that she is enjoying retirement and she is still an active member of the Library Book Discussion group. Danielle Driscoll was hired after Ms. Toppin left. Michael Deshler, our former custodian, took a job with the Department of Public Works and so left the Library's employ. Shortly after, the Library hired Joseph Fiumara as our Building Maintenance and Custodian.

Many people are unaware of the variety of collections and services the Library provides. In some ways, this is not your grandmother's library. In addition to online services like resume building software, online college-level classes and digital books and audio books, we offer a mobile website with a new, easier to use online catalog. The addition of Blu-Ray DVDs complements the latest feature films, TV shows and foreign films we offer. We also have a robust offering of in-person classes, lectures and performances. The Tewksbury Library has something for everyone and we embrace technology that will make your lives easier. However, you and your grandmother will still recognize the shelves of fiction, nonfiction, children's and teen books available, magazines and newspapers to enjoy and quiet places to contemplate, study or work that characterize the traditional library. Library Trustees and staff members are committed to continual improvement of the collections and services to residents because we know that the Library is an important place in Tewksbury to gather, find information and learn. Thank you for your support.

The Library worked with the fledgling Public Events and Celebrations Committee to host the 2013 Town Tree Lighting. Through the efforts of the Department of Public Works, the Tewksbury Police Department, the Tewksbury Health Department, the Library staff and many volunteers, an afternoon of family events was scheduled, including a visit from Santa and Mrs. Claus and lighting a twenty foot tall evergreen that was installed on the Library grounds facing the corner of Main and Chandler Streets. Though the day was cold, hundreds of people attended the event which was moved from Town Hall due to the impending historic renovation that will take place in 2014.

Although the Library facility is only thirteen years old, it is beginning to show wear and a number of updates need to be made. For example, one of the hot water heaters burst and needed to be replaced this year. Fortunately, the water and flooding was noticed quickly enough to prevent more damage to the carpet and technology housed in the closet nearby. The carpeting must be replaced throughout the building, the walls need repainting, and the grounds need refreshment. The HVAC systems require more maintenance and troubleshooting as they age. These updates must be planned and funding allocated.

As noted above, The Trustees thank the Friends of the Tewksbury Public Library for their funding support for the large variety of lectures, classes and performances that the Library is able to offer for the community. Without their fundraising efforts and generosity, the frequency and scope of Library events would not be possible. Please support these hard-working people who work tirelessly for us by becoming a member of the Friends or shopping at The Friendly Little Bookstore! The Library also relies on a wonderful group of teen and adult volunteers to shelve books, clean the library, and help during the summer reading programs. Without these dedicated volunteers, library service would be diminished and we would miss the energy and smiling faces these people bring to our Library every week!

The Trustees thank the library staff for their excellent service:

Director: Diane Giarrusso

Executive Secretary: Mary Toombs

Librarians: Noelle Boc, Children's Services
Robert Hayes, Technical Services
Cindy Grove, Reference Services

Library Associate: Rachel Steele, Circulation Supervisor

Specialists: Amy Martin, Children's Services
Joyce Salvato, Technology

Clerical Assistants: Jeannine Briley Gail Holland
Jennifer Burke Helen Mooney
Jill Connolly Joanne Toppin, retired
Danielle Driscoll, hired to replace Toppin

Maintenance: Michael Deshler, transferred to another Town Department
Joseph Fiumara, hired to replace Deshler

Library Hours for 2013:

Monday – Wednesday 10 a.m. to 8 p.m.
Thursday – Friday 10 a.m. to 5 p.m.
Saturday 9 a.m. to 5 p.m.
Closed Saturdays in June, July and August.
Closed Sundays

Important 2013 Statistics:	
Size of Physical Collection: 96,530 items	Number of Items Borrowed: 245,439
Size of Digital Collection: 6,323	Number of Digital Items Borrowed: 7,310
Classes/Events Offered: 500	Attendance at Classes/Events: 17,607
Number of Online Databases Purchased: 7	Staff Size in FTE's: 15

Value of Library Services:

Here's a new way to look at library activity, based on the return on the Town's investment to the Tewksbury Public Library. For every tax dollar allocated to the library in FY2013, residents received over \$5.50 in library service in return.

Calculate the Value of Services Used at Your Local Library with MLA's Online Spread Sheet			
Please input in the leftmost column the number of times you or your family have used the library services described below to learn how much it would have cost to purchase these services at estimated retail values.			
Input Your Quantity of Use	Library Services FY13 Tewksbury Public Library	Retail Value (average)	Value of Services
149129	Books Borrowed	\$15.00	\$2,236,935
5312	Ebooks	\$8.00	\$42,496
3304	Magazines Borrowed	\$5.00	\$16,520
4160	Newspapers browsed (minimum)	\$9.50	\$39,520
63930	DVDs Borrowed (e.g., Blockbuster)	\$4.00	\$255,720
6570	Audio Books Borrowed	\$40.00	\$262,800
11731	Music CDs borrowed	\$9.95	\$116,723
1998	Downloadable Audio	\$14.95	\$29,870
1951	Museum Passes Borrowed	\$30.00	\$58,530
54158	Interlibrary Loan (borrowed & loaned)	\$25.00	\$1,353,950
2300	Meeting Room Use per Hour	\$25.00	\$57,500
257	Auditorium Use per Event	\$250.00	\$64,250
3192	Adult Programs Attended	\$15.00	\$47,880
14415	Children's Programs Attended	\$7.00	\$100,905
22620	Hours of Computer Use, e.g., Internet and MS Word	\$12.00	\$271,440
3896	Online Magazine or Newspaper	\$2.00	\$7,792
32682	Reference Questions Asked	\$7.00	\$228,774
	Total Value		\$5,191,606
	Total Municipal Appropriation in FY13		923,325
	Value of Library Service per dollar appropriated		\$ 5.62
Copyright Massachusetts Library Association (MLA) 2008			
Information acquired from FY13 Annual Report Information Survey provided to the MA Board of Library Commissioners and internal library records			
DG 9/2013			
	SLJ Average Book Prices 2013		
	Digital Book World Average ebook prices		

Respectfully Submitted,

Joseph Frank, Chairperson

Diane Giarrusso, Library Director

Council On Aging

The Council on Aging, its staff and its many volunteers continued their efforts in providing both a productive and enriched program of activities at the Senior Center. The department has held numerous education seminars, has sought to identify elderly needs and develop programs, has provided activities and services as well as community involvement opportunities whereby availing our elders the tools for an independent, healthy and rich quality of life. As people live longer, it is hoped that the services offered at the Senior Center will help them to stay healthy and adjust to the changes awaiting them.

Health programs offered during the year were: 18 weekly exercise and dance classes for both men and women; and, weekly diet workshop and TOPS gatherings. Health seminars were held such as: "Returning Home After Surgery"; "DE-Cluttering Your Home and Life"; Chronic Obstructive Pulmonary Disease (COPD); Elder Substance Abuse; Replacement Surgery; and, a monthly Diabetes Academy session conducted by an RN. Elder Services of the Merrimack Valley (ESMV) conducted Memory Testing and two 6 week series on "Powerful Tools for Caregivers". It should be noted that our Sr. Clerk Secretary has been trained and is now a certified instructor for the Powerful Tools for Caregivers program. AARP held a Drivers Course for those over 50; and, the Board of Health (BOH) and COA held a very successful Health Fair. The Lowell Visiting Nurse Association and the BOH conducted weekly blood pressure clinics and the Council held bi-monthly podiatry clinics serviced by Doctor Smith. ESMV also provides us with a SHINE Counselor every other week to advise Seniors on health coverage options. ESMV also initiated the Men's Group that meets every other week at the Senior Center throughout the year.

Some of the educational seminars held at the Senior Center were: a Medigap Insurance Series during the open enrollment period; and, a series whereby local banks discussed the bank offerings.. The MS Support Group held numerous seminars on coping with Multiple Sclerosis and new advances in medicine. Several inter-generational programs were held between our elders and the youth of the town. There was also a lecture done by Next Step Utilities on conserving energy.

The Council staff assisted Seniors in applying for CTI Fuel Assistance from August to April; and, our AARP Tax Assistants completed tax returns for our Seniors from February through April. A group of our seniors were trained by MEMA as hosts of an emergency site in the event of a minor nuclear meltdown at the Seabrook power plant.

Art programs offered weekly were: oil painting; pastels; stained glass; jewelry making; Japanese Bunka embroidery class series held quarterly; traditional embroidery; wood carving; 2 quilting classes; crafts; Swinging Senior Chorus; Silvertones Swing Band; and, the Sons of Italy holds Italian classes. The Friends of the Elderly hosted several shows at the Center such as: The Three Tenors; A Tribute to Rod Stuart; and, The Blues Brothers...the latter being funded in part by the Tewksbury Arts Council and Massachusetts Cultural Council.

Throughout the year the Silvertones and the Friends of the Elderly held monthly dances. Through the Friends, the Seniors held breakfast benefits, yard sales, mini craft fairs, cribbage tournaments, an art show and day trips each month. Other organizations utilizing the Senior Center and offering additional programs to the public during the year were the: Tewksbury Piecemakers (Quilters); Tewksbury Garden Club; Red Hat Carnation Belles; Golden Age Club; and, Historical Society. The Police Department held a wonderful "Night Out Against Crime" at the Senior Center which had a great turn out and featured a classic car show.

The Police Department also held RAD (self-defense) training at the Center for those students soon to attend college. Our Police Safety Officer, Jenny Welch, along with the COA, BOH and Fire Department held meetings and have begun to plan and establish a Town TRIAD to reach, educate and provide services for our elderly population. Town Committees such as the Green Committee, Planning Board, MV Watershed Committee, Town Manager, and Community Development also used the Senior Center for meetings and forums during the year.

This past year the Senior Center became the temporary host site for the Veteran Agent Office; and, is the host site for the Merrimack Valley Nutrition Program for its Tewksbury Meals on Wheels and congregate meals programs.

The Shawsheen Regional Technological High completed the first phase construction of a wood working building doing a great job. It is hoped that the electrical portion of the project will be completed in the Spring of 2014 by the Tech Students and Instructor.

As you can see the Senior Center is a pretty busy place. The Senior Center is open weekdays from 7:30 AM and 4:30 PM and on numerous nights and weekends for special events. It is an oasis of activity seeing a daily average of 225 people per day. The Senior Center COA staff is composed of two administrative staff members and a maintenance person; plus, the BOH staff of 4 and the Veteran's Agent. There are over 100 Senior Volunteers that help in the supervision and operations of the programs and activities and a dedicated volunteer staff that man our Snooti Patooti Gift Shop and our Upscale Consignment Shop. It should be noted that the proceeds from the two shops are deposited into the Town COA Revolving Account and support all the programs, activities and the purchase of maintenance and office supplies. Through the Friends of the Elderly & its volunteers our flower beds, shrubs and healing garden areas are maintained and make for a picturesque and tranquil place to visit.

A very special and appreciative "THANK YOU" is extended to all our Volunteers for they are the backbone of our successes; and, to all the Town Departments and Organizations that help in our endeavors and add to the enrichment of the Tewksbury Senior Center.

Council on Aging Members:

Rose McKenna, Chairperson
Lorene Patch, Vice Chairperson
Paul McNaught, Treasurer
Joan Unger, Clerk
Ellen "Peg" Keefe
Marie Durgan
Dee Kerr
Mark Wood
Warren Lane
Joel Deputat

Council on Aging Staff:

Linda Ricardo-Brabant, Director
Janice Conole, Senior Clerk Secretary
Robert Noel, Building Maintenance Person

Senior Center Hours:

Monday-Friday 7:30 AM to 4:30 PM
Open Evenings & Weekends for Special Events
Tel: 978-640-4482
Fax: 978-640-4483
E-Mail: lbrabant@tewksbury-ma.gov

Council on Aging Alternate Member:

Virginia Desmond

Tewksbury Recycling Committee (TRC)

The Recycling Committee continues to Educate and inform the public of ways to Reduce, Reuse & Recycle here in Tewksbury. We have maintained a consistent recycling percentage to the previous year. We applaud those that continue to recycle in the Town.

Zero Waste Day 2013

Our 5th Annual Zero Waste Day was held on 9/21/13 at the Wynn Middle School. The public once again responded greatly to this opportunity to donate used but still valued items to various charities. An estimated 26+ tons of potential waste was diverted from our waste stream and put to good use as a result of this event. Zero Waste Day 2014 will be held on Saturday, September 27th, 2014 at the Wynn Middle School from 9:00 AM to 1:00 PM and we encourage all to participate!

Scholarship Awards

Two \$ 750.00 scholarships were awarded to Kimberly Brekalis and Jenna Webb as graduating seniors, in the name of the Tewksbury Recycling Committee and Republic Services. All Tewksbury seniors are eligible for our yearly scholarship, regardless of where they attend high school. Applications can be found in the High School Guidance Department and at: www.tewksbury.info. Deadline for applications is April 1st, 2014.

Recycling in Schools

The *Paper Retriever* continues to thrive in both our school system and the Town itself. All schools participate and generate modest income from this program.

The benefit to the Town is the reduction of tipping fees that would correspond to the tonnage collected in these bins. We encourage all residents to drop off all newspapers, magazines, junk mail and any paper products for recycling at any of the schools in town.

Got Books Bins: **Note: This Company recently ceased doing business and is in the process of transferring our bins to a new company that will continue this endeavor.*

The four Got Books containers in Tewksbury continue to divert items from the Waste Stream and have collected **tons** of books, media and textiles. Once again, this is a way to recycle and reuse items while also reducing the tonnage/expense associated with the collected materials.

Library Information Center/TRC Website/Media

The TRC website and information center continues to provide updated information and improved methods of dissemination of information. Our Committee has a Facebook page with which we update the followers with current information and Events. Our thanks to Jeanine Tamboli for helping to keep our website current.

Newspaper Articles and The Patch on-line news

The Committee periodically submits articles to local newspapers and on-line news sites to let the residents know what is going on concerning recycling and what is being done to promote it. We hope these articles have been informative.

Goodwill Industries Collection 2013

Our first Household Goods drive was held on November 16th, 2013 at the Public Library. We had 68 participants donate items weighing over a Ton. Results of this initial drive lead us to believe that we could hold multiple successful events each year yielding a good outcome.

Budgetary Allowances

The Committee purchased or supported:

- 1) Attendance at various workshops and seminars
- 2) Battery Recycling Program
- 3) Recycle tote bags to be used at various TRC events

Additional On-going Recycling in Town:

Rechargeable/Recyclable Batteries

Rechargeable batteries and button cell batteries can be dropped off at multiple locations throughout Tewksbury, including the library. All other batteries can be discarded in trash. Batteries are turned in for recycling and thus kept out of the waste stream.

Aluminum Tab Collection

The TRC is collecting pull-tabs from aluminum cans. They can be turned in at the TRC station at the library. These items are then donated to the Shriners.

Current Projects under Construction:

- 1) Continued update of TRC website, Information Station & Facebook Page
- 2) Planning and involvement in Zero Waste Day 2014
- 3) Planned joint venture with Goodwill Industries for local collection in 2014

On behalf of the Recycling Committee, I would like to take this opportunity to thank the members of the Recycling Committee for their dedication and hard work and the Committee would like to thank the residents of Tewksbury who take the time to recycle and urge other residents to participate in this worthwhile program.

Loretta Ryan

Chairperson: Tewksbury Recycling Committee

Historical Commission

The Tewksbury Historical Commission is established by Massachusetts General Laws as accepted by Town Meeting. Its duties are directed toward the purpose of “preservation, protection, and development of the historical or archeological assets” of the town of Tewksbury, as well as safeguarding and promoting appreciation of Tewksbury’s heritage.

In June, 2013, Keith Rauseo did not seek re-appointment with the Commission. Keith was a member and vice chairman for many years and led the Commission as its Chairman following the resignation of Atty. James Gaffney at the end of 2012. Keith’s passion, energy, and expertise contributed greatly to the Commission’s work and will be greatly missed.

In 2013 the Commission fulfilled its responsibilities under the town’s Demolition Delay By-Law, reviewing 22 applications for demolition permits. The Commission held public hearings for two of these, the Hiram and Sarah Littlefield House at 256 Main Street, and the Jonas Clark House at 20 Fiske Street, and did not impose the 270 day delay for either.

In 2013 the Commission worked with the Community Preservation Commission to ensure the proposed plans for the renovation of the Tewksbury Town Hall met the requirements for the preservation of historically significant buildings as defined by State law. The Commission met in October to review the proposed plans and gave its approval by unanimous vote.

The Commission typically meets on the third Monday of alternate months in the Trustees Room of the Public Library. The Commission welcomed two new members in 2013: Tewksbury native Michael Hurton and Robert Hunter both joined in July. The Board of Selectmen is the appointing authority for the Commission, and as of this writing there is one open position. If you have interest in helping preserve Tewksbury historic heritage, please submit an application at the Selectmen’s office.

TEWKSBURY HISTORICAL SOCIETY SUPPLEMENT

The Commission coordinates activities with the Tewksbury Historical Society, a non-profit corporation which has grown to more than one hundred and twenty five members. The following supplement was submitted by the Society:

The Tewksbury Historical Society has regular membership meetings which are always open to members of the public. Regular exhibits are held throughout the year in the Local History Room of the Tewksbury Library to display Tewksbury history. The Tewksbury Historical Society is the official repository for Tewksbury artifacts and photographs in Tewksbury. The public may view these photographs of Tewksbury's past at the Local History Room every Tuesday from 3:30 to 5:30pm. We can help you solve history questions about Tewksbury history.

Visitors and members are encouraged to donate items of Tewksbury history for preservation. These will be used to exhibit Tewksbury history. The Society is a non-profit (501C3) organization. Donations made to the Society are tax deductible. You may reach us by mail at: Tewksbury Historical Society, P.O.Box 522, Tewksbury MA 01876 or by emailing us at tewksburyhistoricalsociety@msn.com. Our websites are www.tewksburyhistoricalsociety.org or www.tewksburyhistoricalsociety.com". Phone contacts are Sandra Mouser at 978 851 4966 or Dave Marcus at 978 388 7262. Society has scheduled a number of tours and events for the year which can be found on the website.

The Historical Commission would also appreciate information about preservation issues, including any historical or archeological asset which may be threatened or unknown to us. Contact information for Commission members is below.

Respectfully Submitted,

THE TEWKSBURY HISTORICAL COMMISSION

William J. Wyatt, Chairman wjwyatt01@comcast.net (978) 640-0658	Thomas Churchill t.churchill@comcast.net (978) 640-6927
Warren Carey lizwarrencarey@gmail.com (978) 851-9165	Michael Hurton Mike.Hurton@gmail.com (978) 851-2431
Eileen McDonagh, Secretary (978) 851-6076	Robert Hunter (978) 851-6875

Safety

Fire Department

2013 was a busy year for the Tewksbury Fire Department, responding to a total of 7,009 incidents. Building fires accounted for 16 of the 110 responses to fire. Cooking fires continue to be the leading cause of fire in the home setting. 3,010 calls for ambulance service were answered, 39 of which were for lift assists. An additional 99 lift assists were performed by engine company personnel.

The Department now consists of 54 sworn fire officers and firefighters and one civilian administrative secretary. Four fulltime firefighter positions were added in 2013 to help the Department fulfill its mission and reduce overtime costs by not replacing the first member on a shift that is out due to contractually obligated time off, training, illness, or injury. Firefighter Joseph Gillis retired in 2013 and firefighters Marc Bourdon, Timothy B. Sheehan, Jr., Daniel Kasprzak, Daniel Morneau, and Brian Adams were hired. The new hires will attend an intensive nine-week recruit training program at the Massachusetts Firefighting Academy, as scheduling permits, in 2014. The average age and years of service with the Department is 44 and 17 respectively. Our fire officers have an average of 25 years of service with the Department.

The members of the Tewksbury Fire Department respond in a very efficient and professional manner throughout the year. In Tewksbury, line personnel are assigned to an engine company, an ambulance, or serve as the officer in charge of one of the four working shifts. The Fire Chief, Deputy Chief, and one civilian secretary make up the administrative day shift. The Deputy Chief is the Fire Prevention Officer responsible for conducting commercial plan reviews and inspections and for addressing target hazard issues within the community. He also supports firefighter and community education efforts with regard to fire and life safety issues. Engine companies support fire prevention efforts by performing residential plan reviews, oil burner and smoke detector inspections, residential propane installation inspections, and quarterly daycare, hospital, and school inspections. The officer in charge, a captain also known as the shift commander, conducts mobile tank inspections and underground storage tank removal inspections. The captain is also responsible for monitoring all commercial fire alarm and sprinkler work permits being exercised on any given day.

The Town is broken down into three response districts with fire stations located in the Center, North, and South. Each station has one engine company with a lieutenant and two firefighters assigned. In addition to the engine company in the Center Station, two cross-trained firefighter/EMTs staff a primary BLS ambulance and a captain is assigned to oversee the on duty force. At the North Station, the two firefighters assigned to the engine company also staff a secondary BLS ambulance when the primary ambulance is already committed to a call. This leaves that engine company temporarily out of service if a second medical call comes in; however, the fire lieutenant left behind moves to an emergency response SUV should he be needed at another incident. An unmanned aerial ladder truck and a heavy rescue are housed at the Center Station along with a light brush truck. A normal response to a medical emergency would send the nearest engine company and the primary ambulance. A normal response to a house fire would send the two closest engine companies directly to the fire scene along with the shift commander and the primary ambulance, if available. The third engine would respond to the Center Station to staff the ladder truck and await response instructions from the shift commander. This model has proved operationally effective and cost efficient for the majority of the community's response needs. Mutual aid and off-duty members are called in when incidents exceed the on duty crew's capability. Mutual aid is a concept that has been utilized by the fire service to help every city and town deal with those unusual incidents that a community cannot handle on its own.

The spirit of cooperation and mutual aid proved critical to our community in October when two of our three frontline fire engines were unexpectedly taken out of service during a State safety inspection. The Town of Wilmington Fire Department provided a reserve engine to our Department for long-term use while our options were being assessed. The City of Lowell and Towns of Billerica and Andover Fire Departments also offered their assistance. Our spare engine, Engine 4, was placed in fulltime service along with the borrowed Wilmington engine. Pending the replacement of Engines 2 and 3, the Department will not have a backup structural firefighting engine. The members of the Tewksbury Fire Department did an outstanding job acclimating to the changes in equipment and continue to do so during the numerous vehicle changeovers that occur to accommodate vehicle maintenance and repairs.

This year, the Fire Department began sending apparatus and vehicles to the DPW for routine maintenance; a practice that has not taken place in over 30 years. Through the support of Town Manager Richard Montuori, the Board of Selectmen, the Finance Committee, DPW Superintendent Brian Gilbert, and Town Meeting several positions were added to the DPW's Fleet Maintenance Division. One of the positions added was to address public safety vehicle needs. Traditionally the preventative

maintenance performed on our apparatus was done by outside vendors. Bringing this work in-house will yield cost savings to the Town and a more comprehensive and robust preventative maintenance program. Outside vendors will still be used for repairs and independent testing and certification. Resolving apparatus and building needs will be a top priority in 2014.

An important function of any fire department is to prevent the occurrence of situations that produce injury, death, destruction of property, or negatively impact our environment. We try to accomplish this through public education and fire prevention programs. In 2013 the Department received a State S.A.F.E. Grant for the education of school age children in the area of fire and life safety. In 2014 our fire prevention program will expand to include the Senior SAFE Program giving us the opportunity to continue the success of the S.A.F.E. Program by increasing fire safety awareness for older adults in the community because people over 65 are most at risk of dying in fires in our state. The 2013 grant funds provided for National Fire Prevention Week activities in October which included a Fire Station Open House and a presence at several safety fairs at local businesses. We are very fortunate to have a dedicated staff of firefighters and community volunteers that participate in these and other fire and life safety based programs throughout the year.

The Tewksbury Firefighters, Local 1647, continues to sponsor a File of Life Program. This program will provide Tewksbury residents who have a significant medical history the opportunity to compile this information in a readily accessible and standardized format. To participate in this program please call (978) 640-4410 and ask to receive the File of Life; its free to you or your family members and it works!

FIRE DEPARTMENT ROSTER – December 31, 2013

	Year of Hire
FIRE CHIEF:	Michael Hazel 1988
DEPUTY CHIEF:	Albert Vasas 1989
CAPTAINS:	James Bruce 1995 Michael Callahan 1989 Michael Sitar, Jr. 1982 Jon Viscione 1985
LIEUTENANTS:	William Brothers 1997 Robert Calistro 1998 David Carney 1995 James Giasullo 1988
Jeffrey Giasullo	1995 Donald Greer 1986 Paul Guttadauro 1994 Brian Hurley 1989 Scott Keddie 1987 Gary Kerr 1988 Russell McGlaufflin 1989 Timothy Niven 1985

FIREFIGHTERS:	Brian Adams	2013
	Scott Austin	2003
	Marc Bourdon	2013
	Patrick Brothers	1995
	Joseph Dogherty	1986
	Patrick Doherty	1997
	Todd Elliott	2006
	Oscar Forero	1985
	James Fitzpatrick	2011
	Joseph Fortunato	2001
	John Fowler	2004
	David Giasullo	2012
	Michael Giasullo	2011
	Joseph Gillis	1997*
	William Gosse	1998
	Richard Hamm	1987
	Timothy Holden	1994
	David Karlberg	2001
	Daniel Kasprzak	2013
	Joseph Kearns	1995
	Robert Keddie	2011
	David Levy, Jr.	1997
	Robert Little	1984
	Brian Mackey	2009
	Christina Merrill	2003
	Michael Merrill	2004
	Daniel Morneault	2013
	Thomas Murphy	2004
	Stephen Powers	1982
	Alan Rosemond	1989
	Kenneth Sandberg	2003
	Daniel Sawicki	2004
	Timothy Sheehan, Jr.	2013
	Daniel Sitar	1987
	Daniel Small	1988
	Steven Spencer	2002
	Daniel Yost	2004
SECRETARY:	Susan Burns	2002
*RETIRED:	Joseph Gillis	2013

Police Department

The Tewksbury Police Department provides for the safety and security of our community through the judicious enforcement of the laws of the Commonwealth of Massachusetts, the Town by-laws, the Constitution of the United States of America, and through crime prevention education and community programs. All personnel are truly dedicated to the Department's mission of providing these services with the highest degree of professionalism, honesty, integrity, and character. Every member of our Department is devoted to providing the highest quality of public service with respect, honor, fairness, pride, compassion, and courage.

The Department is comprised of seventy two (71) extremely motivated employees, including fifty seven (57) sworn officers, nine (9) civilian dispatchers, and five (5) civilian administrative support personnel. The lion's share of the Department's resources is being expended on the prevention, response, and investigation of property crimes, traffic accidents and issues, drug and alcohol violations, and crimes of violence. Epidemic level drug dependency, alcohol abuse, employment shortages, and all of their residual problems associated with a failing economy are significantly impacting this community and driving the need for police services off the charts.

The total number of incidents logged in the Department's Computer Aided Dispatch Records Management System in 2013, which include calls-for service, motor vehicle stops, and all patrol initiated activities, is 61,526. Arrests have been steadily increasing by roughly ten (10) percent a year since 2008 and have reached 881 in 2013. In 2013, simple assaults are down by over fifty (50) percent, burglaries are down by over thirty (30) percent, thefts from a dwelling are down by over ten (10) percent, thefts from a vehicle are down by over twenty (20) percent, and shoplifting has increased by over ten (10) percent. Drug activity, arrests, and offenses have significantly increased by over thirty five (35) percent, while liquor law violations and drunkenness have increased by less than ten (10) percent from 2012 to 2013. Department personnel have responded to approximately nine hundred (900) motor vehicle accidents and have issued approximately forty seven hundred (4700) traffic citations in an effort to reduce traffic accidents, injuries, and fatalities and to improve the quality of life of the Town's residents. Officers have continued to embrace a "doing more with less attitude" and are responsible for 34,469 proactive building and area checks and 5,953 motor vehicle stops, in 2013, in an ongoing effort to reduce crime and the fear associated with it. I firmly believe the reductions in traffic accidents and property crimes are direct results of this hard work and dedication.

In addition to the daily proactive and reactive regiment being performed by the Dispatchers, Patrol Division, and Detectives in 2013, the Department has integrated increased levels of crime prevention education and community programs into our crime reduction strategy (mission). The Department has targeted all Town populations with various programs that include: R.A.D. (Rape Aggression Defense our newest program rolled out in the summer of 2013), radKIDS (which remains incorporated into the School Department curriculum), Opiate Awareness Week, Citizen Police Academy, National Night Out Against Crime, D.E.A. Drug Take-back Initiative, Operation Yellow Blitz, Operation Graduation, Neighborhood Watch, Safe Halloween, Child Safety Seat Checkpoints, Click-It or Ticket, Drive Sober or Get Pulled Over, Sobriety Checkpoint, Bike Helmet Rewards Program, and the P.A.L. Program. The Department continues to work in collaboration with all Town Departments to bring these and other necessary programs and services to our residents and business owners as it is recognized that everyone's help is needed in order to produce acceptable results in this rugged economic climate where staffing levels and funding would not otherwise allow for them.

I would be remiss if I did not mention and memorialize how supportive the Town Manager, the Board of Selectmen, the Finance Committee, and the residents of this fine community have been during my four year tenure as Chief of Police. The support has allowed us to improve our staffing budget to fifty seven (57) sworn positions after years of static staff funding and reductions from the fifty nine (59) sworn officers, ten (10) civilian dispatchers, and seven (7) civilian administrative support personnel that existed in 2001. The Manager and Board of Selectmen have acknowledged the workload increase on my personnel and the outstanding production by these highly dedicated professionals I consider myself lucky to lead. The valiant effort of my personnel to provide for the safety and security of those we have been sworn to protect has never wavered during this overwhelming tough economic period and I am grateful for that and the support we have received from our community. Our residents and local business owners have joined forces with us to keep the community safe. The cooperative effort of all those mentioned has made a difference.

Respectfully,

Chief Timothy B. Sheehan

Tewksbury Police Department FBINA239

Police Department Roster

Chief of Police:	Timothy Sheehan	1987	Patrol Officers:	Kevin Reese	1989
Deputy Chief of Police:	John Voto	1996		James Hollis	1995
Administrative Director:	Matthew Small	1997		Markus McMahon	2001
Lieutenants:	James McKenna	1980		Kimberly O'Keefe	2002
	Robert Stephens	1996		Arthur Piccolo	2002
	Scott Gaynor	1996		Eric Hanley	2002
	James Williams	1996		Chris Scott	2002
	Thomas Casey	1999		Karen Capuano	2003
Detective Lieutenant:	Ryan Columbus	2000		John Casey	2003
Sergeants:	Robert Field	1996		Robert Bjorkgren	2003
	Timothy Kelly	1995		Alysia Russo	2008
	Brian Warren	1988		Paul Nicosia	2008
	Mark Perry	1988		James Ryser	2008
	Chris Coviello	1989		David Miano	2010
	Steven Torres	2000		Michael Newcomb	2010
	Thomas Cooke	2002		Christopher Lefebvre	2010
	Joseph Kelley	2004		Edward Jackman	2011
	Walter Jop III	2000		Paul Morris	2011
	Patrick Harrington	2003		Christopher Byrne	2011
Court Prosecutor:	Brian Warren	1988		David Duffy	2011
K-9 Officer:	Albert Piccolo	1995	Dispatch Supervisor:	Michael McLaughlin	2011
Detectives:	Michael Sheehan	1988		Michael Holmes	2012
	Andre Gonzales	1995		James Griffin	2012
	Jessica Mulvey	1996		Michael Vasconcellos	2013
	Peter Regan	2003		Kaitlin Sullivan	2013
	Douglas Pratt	2004	Dispatch Supervisors:	Edward Sullivan	1994
	Dennis Peterson Jr.	2004		Dispatchers:	
	Brian Farnum	2004		Garin Worth	1997
	Michael Donovan	2008		Karen Poisson	1997
	Andrew Richardson	2011		Kimberly Griffin	2001
Narcotics Detectives:	Brian O'Neill	2005		Jason McNamara	2008
	Patrick Connor	2010		Matt Carapellucci	2008
Evidence Officer:	Andre Gonzalez	1995		Joseph Newton	2010
Detective/Juvenile:	Michael Sheehan	1988		Robert Joyce	2010
School Resource Officer:	Kathryn McLeod	1996		Jason Gage	2012
Safety Officer:	Jennie Welch	2003	Reserve Dispatchers:	Lauren Mackey	2005
				TJ Cooper	2004
				William Tarpey	2010
				Colin Trelegan	2010
				Erica Vozzella	2010
			Executive Assistant:	Alice Kennedy	1996
			Secretaries:	Eileen Newton	1987
				Patricia Stotik	1995
			Facility Maintenance:	Jack Crowe	2006

Reserve Police Officers:

Matt Carapellucci
Joseph Delucia
Cindy Dicalogero
Pat Doherty
John Donoghue
Deb Evans
Joseph Fortunado
Bob Fowler
Lee Gath
Phil Gath
George Hazel
Mark Hildebrand
Rick Hopkinson
Phil Hyde
John Jarek
Matthew Jarek
Steve Kandrotas
Scott Keddie
Alice Kennedy
Dave Levy Sr.
John Lingiewicz
Richard Lumsden
Brian McCarthy
Sharon McClafferty
Jason McNamara
Beverly Mosher
Joseph Newton
James O'Hare
Steve Pelrine
Karen Poisson
John Powers
Steve Powers
William Schwalb
Daniel Sitar
Mark Tanguay
Robert Westaway
Jack Whitehouse
Mark Wood

Crime Statistics 2013

Forcible Rape	24
Robbery	12
Assault Aggravated	139
Assault Simple	87
Assault Intimidation	69
Burglary/Breaking and Entering	78
Shoplifting	89
Theft from Building	72
Theft from Motor Vehicle	92
Theft of Motor Vehicle Parts	3
Thefts (all others)	245
Theft of Motor Vehicle	39
Counterfeiting/Forgery	72
False Pretense/Swindle/Confidence Game	99
Credit Card/Automatic Teller Fraud	29
Embezzlement	1
Destruction/Damage/Vandalism of Property	178
Drug/Narcotic Violations	165
Statutory Rape	14
Bad Checks	8
Disorderly Conduct	20
Driving Under the Influence	65
Drunkenness	131
Trespassing	7
Liquor Law Violations	29
All Other Offenses	572
Arrests	881
Citations	4724
Alarms	1002
Reports	2553
Building Checks	35469
Accidents	896
Call Volume	61526
Motor Vehicle Stops	5953

School Department

Superintendent of Schools

Scholarship & Education Fund

General Information

Enrollment by Schools

*Committees
School Roster*

*Shawsheen Valley Regional
Vocational / Technical School
District*

Superintendent of Schools

Introduction

The Tewksbury Public Schools serves students in grades preschool through grade 12. The district operates a preschool program, four elementary schools, an intermediate school, one middle school, and a comprehensive high school. In addition to the regular educational program, Tewksbury offers a full range of co-curricular and extra-curricular, extended summer learning opportunities, an extended day program, a full-time kindergarten for a fee, and an adult educational program.

The cooperation between the Town and the district has enabled the school to maintain curriculum and instruction services. Additionally, the infusion of one-time funds has led to the strengthening of our technology infrastructure, provided maintenance upgrades and enabled the district to pursue needed curricular and textbooks.

Personnel

The process of change continues in the Tewksbury Public Schools. Assistant Superintendent of Instruction and Curriculum Patricia Lally resigned after ten years of serving the Tewksbury Public Schools. Dr. Lally was hired in 2003 as the Assistant Principal at Tewksbury Memorial High School and three years later she was appointed Principal of TMHS. Dr. Lally was instrumental in the planning and development of the *new* Tewksbury Memorial High School before moving into her role as Assistant Superintendent for Tewksbury Public Schools. Dr. Lally leaves Tewksbury to advance her career path as she assumes the position of Superintendent for Holbrook School District.

Faculty and Staff

The following faculty members retired at the conclusion of the 2012-2013 school years:

- Sandra Bettencourt, Computer Teacher, at Tewksbury Memorial High School, after 27 years;
- Edward Cremins, Physics Teacher, at Tewksbury Memorial High School, after 15 years;
- Diane Davos, Elementary Teacher, Grade 3, at the Heath Brook School, after 20 years;
- Gale Durkin, Media Instructional Aide, at Tewksbury Memorial High School, after 21 years;
- Diane Slezak, Art Teacher, at the John F. Ryan Elementary School, after 19 years;
- Nadine Sutliff, Social Studies Teacher, at Tewksbury Memorial High School, after 20 years.

We offer our thanks and appreciation to all of our retirees. Their work has impacted countless children and has had a profound impact on the Tewksbury Public Schools. We wish them the best in their retirement.

Curriculum and Assessment

The district's curriculum serves as a guide and helps teachers to plan their day-to-day instruction. The curriculum provides a clear description of how each area of study is organized and how it connects with what is taught in other subject areas and classes. It also provides direction on what is most important for students to learn.

Each subject area is reviewed on a regular, rotating basis to help ensure the district's curriculum remains current and effective, and that the intended curriculum is the curriculum which is embedded in the classroom. The two phases of the process are known as Program Design and Implementation & Monitor and Adjust.

Program Design and Implementation – There are several steps to complete in this phase of the curriculum-review process.

- An internal Subject Area Review Committee (SARC) collects and evaluates data to be used when the curriculum area enters the review process.
- A curriculum committee (SARC) comprised of district teachers, administrators, and the assistant superintendent solicits input from staff and the public. The Committee gathers research material, analyzes the subject area, and develops recommendations. Residents are given an opportunity to comment on the newly proposed curriculum material adoption. Early in the process, the Tewksbury School Committee also has an opportunity to provide input.
- The recommendations of the curriculum committee are presented to the superintendent.
- The recommendations of the superintendent are sent to the School Committee for review and approval.
- After Committee approval, curriculum guidelines are developed that identify the content and skills students should learn for each grade level.
- Professional development opportunities are provided for teachers to be trained to effectively implement the new curriculum and resources in their classrooms.

Monitor and Adjust - As teachers use the curriculum in this next phase of the process, they collect data about student performance to make sure the curriculum guidelines are having a positive impact on student achievement. If not, the guidelines are reviewed and adjusted. This information forms the foundation for the internal review teams when the curriculum begins the next review cycle.

This ongoing process ensures the curriculum stays relevant and effective. This year, the district has continued its adoption and implementation of a new Grade 7 & 8 mathematics series. Three new *Engineering is Elementary* science kits for grades 3 – 5 were adopted for implementation. Staff continues to develop district-wide curricula for consistency of implementation. At the high school level, a Subject Area Review Committee (SARC) has been created to develop a school-wide Response to Intervention initiative.

In addition, the district began its preparation of materials for the MA Department of Elementary and Secondary Education (DESE) Coordinated Program Review visitation. This visitation entails one part of the DESE's accountability system and oversees local compliance with education requirements in the following areas: Special Education, Civil Rights and Other General Education Requirements, and English Language Learner Education. In October 2013, the visitation team spent five days in the district reviewing the district's policies and procedures. We are awaiting the DESE's final report!

Massachusetts Comprehensive Assessment System (MCAS)

The results of the 2013 Massachusetts Comprehensive Assessment System (MCAS) revealed some encouraging data for our district. This year, the state classified the Louise Davy Trahan Elementary School as one of the state's highest performing, Level 1, schools. Once again, the Tewksbury Memorial High School was also classified as a Level 1 school. Across the district, the Advanced & Proficient aggregate scores exceeded the state in 14 of the 17 categories and matched the state score in one category. In addition, comparing student growth in Tewksbury to like districts, we rank in the top 20% for student growth in English Language Arts and in the top 10% for Mathematics. However, we continue to see that achievement data for our sub-group populations lag behind the aggregate in the tested content areas. In an effort to address these concerns, we continue to review and revise the service delivery models presently being utilized to service our sub-group populations. In addition, Subject Area Review Committees (SARCs) have been meeting to make certain that our present curriculum is aligned with the Common Core State Standards (CCSS) in both English Language Arts and Mathematics as well as to ensure that the format and content of the upcoming PARCC Assessment is consistent with the district's curriculum efforts.

School Department Budget

The budget for the 2012– 2013 school year was \$45,205,910 or an increase of \$1,371,336 (3.1%) as compared to the amount budgeted in the prior year. The composition of the budgeted increase for FY13 by major cost categories was as follows: Salary increased by 2.0%; Operating Costs increased by 7.4%; Capital Costs were flat; and Fixed Costs increased by 2.8%. Despite these ordinary increases to the budget, the school department was able to end the 2012 - 2013 year modestly favorable to budget while preserving staffing levels, maintaining school facilities, and continuing with services and programming at levels consistent with prior years. During the 2012 – 2013 year the school department received Federal & State Grant funding totaling \$1,196,775.

The budget for the 2013 – 2014 year was originally \$4,308,417, and then was increased at October 2013 Special Town meeting by \$400,000 to a revised total of \$46,708,417 or an increase of \$1,502,505 (3.3%) as compared to the prior year budget. The composition of the budgeted increase for FY14 by major cost categories is as follows: Salary increasing by 5.9%; Operating Costs decreasing by 4.7%; Capital Costs are flat; and Fixed Costs increasing by 8.6%. Federal & State Grant funding for the 2013 – 2014 year is \$1,191,625 representing a decrease of \$5,150 as compared to prior year. The School Committee as well as our School Administration is very confident that they can continue to maintain staffing levels and provide our students with a quality educational experience with this level of funding.

John and Abigail Adams Scholarship

The John and Abigail Adams Scholarship provides a tuition waiver for undergraduate education at the University of Massachusetts, the state colleges or community colleges. Students qualify for the scholarship when scoring in the Advanced category in either the Mathematics or the English Language Arts section of the grade 10 MCAS test: by scoring in the Proficient or Advanced category in the second subject (Math or English Language Arts); and have a combined MCAS score on their assessments that ranks in the top 25% in their school district. Congratulations to the Tewksbury Memorial High School award recipients:

Joseph Abruzzi	Stephen DeFrancesco	Brandon Hibner	Chelsea Porcaro
Lindsey Andella	John Devito	Laurin Joseph	Rachel Pruyne
Sesen Aron	Kevin Dick	Kyle LeBlanc	Kelly Quigley
John Aylward	Daniel Donovan	Jacob Little	Adam Rekkbie
Bridget Blair	Emalee Dunbar	Michelle Lozowski	Amber Riddle
Meaghan Blaisdell	Rachel Eatherton	Megan MacKinnon	Mackenzie Ryan
Olivia Boudreau	Seanna Evangelista	Andrew Magnell	Jennifer Schultz
Janelle Bouzerdan	Ciara Fagan	Ron Mallach	Kylie Sedgwick
Mckenzie Bulger	Olivia Gallella	Rachael McCabe	Sara Semenza
Chloe Cameron	Allison Giles	John Melloni	Melanie Somerville
Andrew Carta	Haley Golini	Lindsey Monti	Rachel Stronach
Rachel Christie	Courtney Graffeo	Erin Morrissey	Rebecca Varghese
Veronica Consaul	Nicole Hamel	Brian Nguyen	Helen Woods
Matthew Corriveau	Nicholas Harvey	Dennis Ong	Kristina Yaing
Daniel Daley			

School Committee Recognition

The School Committee and Dr. O’Connor recognized Joseph Russell for his years of service on the Tewksbury School Committee. Mr. Russell volunteered on the School Committee for nine years demonstrating a commitment to improve the schools and the system as a whole. Mr. Russell served on the High School Building Committee leaving his fingerprints all over the new high school. Joe will be remembered for always having the best interest of our community and as an advocate for the children of Tewksbury. Brian Dick was nominated as the School Committee Chairman. Mr. Dick thanked Ms. Polimeno for her dedication and leadership over the past two years as the School Committee Chair. Mr. Dick welcomed Ms. Puccia to the School Committee and remarked that he looks forward to working with Ms. Puccia, Ms. Polimeno, Mr. Francis, and Mr. Cutelis. The School Committee has been working collaboratively with the Town Manager and all of the Town departments and offers to them many thanks for meeting the budget demands of Tewksbury Public Schools. As we look back over the past year we are reminded of the most important events of the 2013 school year with the opening of the new Tewksbury Memorial High School, signing of the Union contracts, and our focus on increasing student performance across the continuum.

Student Services & Special Education

This department includes programs and services that support each school in an effort to provide special education and related services to students with disabilities. Services focus on enhancing student achievement and post-secondary outcomes through implementation of curriculum activities for students, families, educators, administrators, and other stakeholders. Targeted areas for services and support include accessible materials, assistive technology, curriculum access and alignment, family engagement, least restrictive environment, positive behavior supports, and transition, to name a few. Additional services include ensuring compliance with federal and state regulations for special education, collecting and analyzing data on

education services and outcomes, providing guidance and oversight of the budgets for state and federal special education funds and grants, and coordinating dispute resolution requirements as required by state and federal regulations.

Legal mandates require public schools to ensure that all children with special needs receive services that allow them to access, participate and progress in public education. The regulatory laws require that if the public education setting is not sufficient for student learning, then we must provide and fund a private school for them to learn. Tewksbury Public Schools has made a strong commitment to create programs in our own schools. This practice is both educationally sound and fiscally responsible. When children are placed in separate settings, often referred to as out-of-district placements, they may be denied the academic benefits associated with more inclusive settings.

Our district continues to demonstrate a rate of increase for special education costs. Although our special education population and percentage of students receiving specialized instruction is stable, many of our children have more intensive needs that require programming and services that have a greater per pupil cost. These costs, however, have been relatively contained and the alternatives, such as out of district placements, are more costly. We continue to meet our obligation to all students receiving specialized instruction and/or related services by providing high quality, cost effective programs within our schools.

This past academic year (October 2013) the district underwent a Coordinated Program Review (CPR) for Special Education, which is conducted through the Massachusetts Department of Elementary and Secondary Education (DESE). The methods used in reviewing special education programs included: Self-Assessment Phase, Desk Review Phase, Onsite Verification Phase, Review of student records for special education, surveys of parents of students with disabilities, and observation of classrooms and other facilities. The Final Report will outline ratings for each compliance criterion that was reviewed. There were approximately 61 criteria measured and reviewed by CPR. Although the Final Report has not been released, the preliminary findings demonstrated that our district continues to support a favorable ratio of students to teachers, curriculum and instruction that is skills based and effective, supplementary supports for our disabled students and for teachers to ensure high performing learning environment, and classrooms that understand learning differences. The Final Report (CPR) should be released by DESE soon, and the report will be accessible to the community through the district's online website and through DESE.

Summary – Superintendent

I am honored and pleased to provide the citizens of Tewksbury an update on the progress of our public schools. This represents my fourth year as Superintendent of the Tewksbury Public Schools. I have enjoyed preparing this report as there is a tremendous amount of good news to share. Dedicated teachers, caring support staff, skilled administrators, supportive parents, engaged students, a wonderful community and a thoughtful School Committee comprise the Tewksbury Public Schools. The collective goal of this group is to ensure all our students receive a quality education.

I am looking forward to serving the community of Tewksbury for the next two years. It is an honor to work shoulder to shoulder with our teachers, students, parents, elected officials, municipal employees, and the School Committee who have routinely demonstrated to me they are committed to making a difference in our schools.

It is a privilege to work for a School Committee that demands of its employees and students excellence in the classroom, on the playing fields and in every venue which contributes to the growth and development of children.

I have had the honor and privilege of hiring Sheri-Lynn Matthews to fill the role of Business Manager for the Tewksbury Public Schools. Ms. Matthews joined the Tewksbury Public Schools on January 27, 2014; she is a welcomed addition to our administrator leadership team. I also have the pleasure to welcome Brenda Theriault-Regan to the role of Assistant Superintendent for Curriculum, Instruction and Assessment and Kristen Vogel, the new Principal of Tewksbury Memorial High School. Ms. Theriault-Regan and Ms. Vogel will begin in their positions on July 1, 2014. I, along with our new administrators, look forward to the challenges that lay ahead of us.

Again, I am honored to be your Superintendent of Schools.

John E. O'Connor, Ed.D.
Superintendent of Schools

Enrollment by Schools

ENROLLMENT: BY SCHOOL AND BY GRADE

<i>SCHOOL</i>	<i>PK</i>	<i>K</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>	<i>PG</i>	<i>TOTALS</i>
<i>NORTH ST</i>					154	156										310
<i>TRAHAN</i>					119	152										271
<i>DEWING</i>	63	118	138	162												481
<i>HEATH BROOK</i>	8	132	127	119												386
<i>RYAN</i>							294	321								615
<i>WYNN MIDDLE</i>									338	356						694
<i>MEMORIAL HIGH</i>	14										276	247	238	217	7	985
<i>TOTALS</i>	85	250	265	281	273	308	294	321	338	356	276	247	238	217	7	3756
	<i>PK</i>	<i>K</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>	<i>SP</i>	

October 1, 2013

2012-2013 School Roster

SCHOOL COMMITTEE

Krissy M. Polimeno	2013
Dennis G. Francis	2015
Joseph E. Russell	2013
Brian H. Dick	2014
James A. Cutelis	2015

ADMINISTRATION

John E. O'Connor, Ed.D. - Superintendent of Schools
Patricia A. Lally - Assistant Supt. Curriculum & Instruction
Jeffrey D. Sands - Business Manager
Richard Pelletier – Director of Student Services
David Libby –Director of Transportation, Facilities & Data Processing
Michele Rivera – Director of Human Resources
DebraLee Mugford – Food Services
John Lyons – Director of Extended & Community Education Services

Tewksbury Memorial High School

Brenda Theriault-Regan, Principal

Jason Stamp, Assistant Principal

M. Eileen Taylor Osborne, Assistant Principal

DEPARTMENT HEAD, HUMANITIES – <i>Brian Aylward</i>		
ENGLISH Andrew Bellistri John Byrnes Bryan Desjardins Brian Gouthro Lynne Hardacre Christine Mulligan Cynthia Peloquin Catherine Stack	SOCIAL STUDIES Brian Aylward Donna Boudreau-Hill Marc Demers Robert Doolan Peter Molloy Dustine Puma Thomas Ryan Nadine Sutliff	
DEPARTMENT HEAD, MATHEMATIC, COMPUTER PROGRAMMING, BUSINESS, & ART <i>Shelli-An Ryan</i>		
MATHEMATICS Robert Brigida Thomas Carpenito Peter Fortunato Debra Glass Vikki Ireland	Mary Jo Kelleher Marybeth McGinn Kevin Muise Anne L. Rand Shelli-An Ryan	ART Jennifer Arnold Nicole LaPierre David Moffat BUSINESS James Sullivan
DEPARTMENT HEAD, SCIENCE, TECHNOLOGY, FAMILY & CONSUMER SCIENCE, AND MUSIC <i>Susan Barnett</i>		
SCIENCE Susan Ampe Susan Barnett also Internship Coordinator Kelly Burishkin Edward Cremins Eamon Edgerton Janet Gordon James Pringle Nicole Saad Marie White	PC TECHNOLOGY Frances DeLucia Sandra Bettencourt Susan Sullivan FAMILY & CONSUMER SCIENCE Nicole Smallidge MUSIC Andrew Walsh	
LEAD TEACHER, FOREIGN LANGUAGE – <i>Paul Early</i>		
FOREIGN LANGUAGES Paul Early Kim Herrera Graca Dudley Joanne Meziane Enid Ortiz Florence Souza		
DEPARTMENT HEAD GUIDANCE <i>Karen Baker O'Brien</i>		
ATHLETIC DIRECTOR AND FRESHMAN TRANSITION ADVISOR – <i>Brian Hickey</i>		
GUIDANCE David Harne Cecily Ann Markham Karen Baker O'Brien Kristina Sheahan	PHYSICAL EDUCATION Brandon Foye Patricia Ryser	HEALTH Karen Ferreira Denise Saindon Danielle Mayo
LIBRARIAN Mary Eldringhoff	MEDIA SPECIALIST Joseph Dermody	SECURITY MONITORS Leo DiRocco

John W. Wynn Middle School

John Weir, Principal
Andrew Long, Assistant Principal

<p><u>TEAM 7A</u> – Sara Cowan, T.L. <u>ENGLISH</u> Sara Cowan <u>SOCIAL STUDIES</u> Roger Maxfield <u>MATH</u> Amanda Webb <u>SCIENCE</u> Cindy Abate-Upson</p>	<p><u>TEAM 7B</u> - Cathleen Bilodeau, T.L. <u>ENGLISH</u> Jaclyn Murphy <u>SOCIAL STUDIES</u> Dorothy Graaskamp <u>MATH</u> Cathleen Bilodeau <u>SCIENCE</u> Kathleen Connell</p>
<p><u>TEAM 7C</u> – Fran Rouff, T.L. <u>ENGLISH</u> Kimberly Johnston <u>SOCIAL STUDIES</u> Margaret Perkins <u>MATH</u> David Bernstein <u>SCIENCE</u> Francesca Rouff</p>	<p><u>TEAM 7D</u> – Kellyn Welch, T.L. <u>ENGLISH</u> Kellyn Welch <u>MATH</u> Ann Leedberg</p>
<p><u>TEAM 8A</u> –Carol Navetta, T.L. <u>ENGLISH</u> Kate Nicholson <u>SOCIAL STUDIES</u> William Fabiano <u>MATH</u> Joanne Hession <u>SCIENCE</u> Carol Navetta</p>	<p><u>TEAM 8B</u> –Kristina Rogers, T.L. <u>ENGLISH</u> Keith Williams <u>SOCIAL STUDIES</u> Christopher Gagnon <u>MATH</u> Dannie Shao <u>SCIENCE</u> Kristina Rogers</p>
<p><u>TEAM 8C</u> – Cheryl Witham, T.L. <u>ENGLISH</u> Elaine Speros <u>SOCIAL STUDIES</u> Cheryl Witham <u>MATH</u> Greta Miller <u>SCIENCE</u> Katherine Deveau</p>	<p><u>TEAM 8D</u> – Kellyn Welch, T.L. <u>ENGLISH/SOCIAL STUDIES</u> Erin Caron <u>MATH/ SCIENCE</u> Michael Gillespie</p>
<p><u>ART</u> Gail Hamilton <u>MUSIC</u> Catherine Himmel <u>INSTRUMENTAL MUSIC</u> Timothy Olevisky (Shared with Ryan School) <u>HEALTH</u> Maura Dearing Ashley Sheehan <u>WORLD LANGUAGES</u> <u>FRENCH</u> Susan Gagnon <u>SPANISH</u> Christine Welch <u>SPED</u> – Elaine Cheng Sinclair, T.L. Laura Williams</p>	<p><u>INDUSTRIAL TECHNOLOGY</u> Joseph Frank <u>COMPUTERS/PHYSICAL EDUCATION</u> <u>COMPUTERS</u> Lisa Bailey Bonita Hansberry <u>PHYSICAL EDUCATION</u> Thomas Morrill Holly Germain Erica Matranga (part-time) <u>LIBRARIAN</u> <u>GUIDANCE</u> Kennan Daniel Jaime Noberini</p>

John F. Ryan Elementary School

Kevin McIntyre, Principal
Elizabeth Sharp, Assistant Principal

<p><u>TEAM 6A</u> – Jennifer Mrozowski, T.L. <u>ENGLISH</u> Nick Amato SOCIAL STUDIES Kate Baker <u>MATH</u> Kim Hynes <u>SCIENCE</u> Jennifer Mrozowski <u>SPED</u> June Fagan</p>	<p><u>TEAM 6B</u> – Kathleen Anderson, T.L. <u>ENGLISH</u> Nicole Hynes (1 yr only) <u>SOCIAL STUDIES</u> Kathleen Anderson <u>MATH</u> Charlaine Melly <u>SCIENCE</u> Robin Reading <u>SPED</u> Martha Hartnett</p>
<p><u>TEAM 6C</u> – Barbara Gillette Manna <u>ENGLISH</u> Janet Davis SOCIAL STUDIES Jean Chan <u>MATH</u> Barbara Gillette Manna <u>SCIENCE</u> Brittany Gorham <u>SPED</u> Susan J. Laitinen</p>	<p><u>TEAM 6D</u> – Susan E. Hogan <u>MATH/SCIENCE</u> Susan E. Hogan <u>ENGLISH/SOCIAL STUDIES</u> Andrée Johnson <u>SPED</u> Bree Jacobson</p>
<p><u>TEAM 5A</u> <u>ENGLISH/SOCIAL STUDIES</u> Nicole Zwirek <u>MATH/SCIENCE</u> Gretchen Martel <u>SPED</u> Kathleen Maloney</p>	<p><u>TEAM 5B</u> <u>ENGLISH/SOCIAL STUDIES</u> Jayne Farnham <u>MATH/ SCIENCE</u> Pamela Shirkoff <u>SPED</u> Kevin Gibson</p>
<p><u>TEAM 5C</u> <u>ENGLISH/SOCIAL STUDIES</u> Joanne O'Brien <u>MATH/ SCIENCE</u> Christine Cremin</p>	<p><u>TEAM 5D</u> <u>ENGLISH/SOCIAL STUDIES</u> Kim Bruff <u>MATH/SCIENCE</u> Robert Shirkoff</p>
<p><u>TEAM 5E</u> <u>ENGLISH/SOCIAL STUDIES</u> Kristin Romano <u>MATH/ SCIENCE</u> Robert Rogers <u>SPED</u> Beryl Puddester-McKenna</p>	<p><u>TEAM 5F</u> <u>ENGLISH/SOCIAL STUDIES</u> Kim Hillson <u>MATH/SCIENCE</u> Eileen Lindsey <u>SPED</u> Jennifer Gillespie</p>
<p><u>ART</u> Diane Slezak <u>MUSIC</u> Marguerite Weidknecht <u>INSTRUMENTAL MUSIC</u> Timothy Olevsky <u>HEALTH</u> Kristi Sarcione <u>COMPUTERS</u> Barbara Jagla Susan Spollen</p>	<p><u>PHYSICAL EDUCATION</u> Ronald Drouin James Manley <u>LITERATURE</u> Rose Curley Andrea MacMullin <u>READING</u> Kimberly Stone Lisa Zullo <u>BCBA</u> Candace Tharrett</p>

<u>CASE MANAGER</u> Cheryl Porcaro <u>LEARNING CENTER</u> Alissa Smith-Dockham Julie Serino	<u>ACADEMIC COACH</u> Charity Legvold
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Heath Brook School

Rosamond Dorrance, Principal
Carole Gallo, Head Teacher

Kindergarten Brandi DeCarolis Patricia Keddie Stacey Paradis Donna Greene Grade 1 Karen Bancroft - SPED Teresa Enos Helen Matysczak Joanne Morrissey Julie Taggart Kathy Ventura Ann Whynot	Grade 2 Donna Bowden Debbie Brewin Diane Davos Brenda McWilliams Sheri Mulloy Jennifer Price Ashley Pink (Life Skills): Christine Strickler(Sub) Carole Gallo - SPED
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Loella F. Dewing School

Paul G. Galello, Principal
Jan Fuller, Assistant Principal

PreK-2 PDD Elizabeth Marrocco Patricia Martel Sarah Tsakalakos Kindergarten Heather Grace Bradley Allison Cameron Sarah Gillotte Jennifer Marcella	Grade 1 Kathy Carleton Lisa Cournoyer Maryellen Hirtle Mary Lazzara Megan Robinson Kristi Rodgers Kelly Scialdone Lisa Tramonte	Grade 2 Christa Covino Shelley Wrobel Beth Krzesinski Kathleen MacLeod Kathy McDermott - Inclusion Judy Middleton Shannon Miranda Sarah Yore
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Louise Davy Trahan School

Donna Mooney, Principal
Shannon Demos, Head Teacher

Grade 3 Mary Beth Aiello - Inclusion Judy Allard Sandra Frost Lori Hyland Jamie Lane Susan Mulno Sheila Sadler <u>Grades ¾ Life Skills</u> Janet Reyes <u>Grades 4 Inclusion</u> Jennifer Kelly	<u>Grade 4</u> Sarah Boudreau Jennifer Cote Shannon Demos Catherine Gagne Marcia Kalarites Mary Loosen Susan Moorer <u>Moderate Special Needs</u> Michele Hughes
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North Street School

Angela D. Kimble Principal
Joan Lynch, Head Teacher

<p>Grade 3 Mary Lou Adams Nancy Boyle Loren Carlino Lisa Desrochers Nicoletta DeVincentis, Inclusion Theresa Follett Michelle McGrath Mary Petrie</p>	<p>Grade 4 Lisa Chasan Karen Cintolo Kathleen Conrad Kim Gagnon Lynn Marsh Heidi Reinhart Kimberly Russo Jeanne Selissen</p>
<u>ELEMENTARY SPECIALISTS</u>	
<p><u>Reading Specialists</u> Chloe Callahan – Heath Brook Gloria Graves – Trahan School Nancy Kalajian – North Street School Elizabeth Robinson – Dewing School <u>Elementary Art</u> Kristen Kosiba – Dewing/North Street Schools Jennifer Barbati - Heath Brook/Trahan Schools</p>	<p><u>Elementary Music</u> Gayle Bridgford – Dewing/North Street Schools Steve Nahlik - Trahan/Heath Brook School Elementary Physical Education Jodi Higgins - Dewing/North Street School Daniel Merry - Heath Brook/Trahan Schools Writing Teacher Charity Legvold <u>Math/Writing Teacher</u> Debbie Buehler</p>

Special Education Department

<p>School Adjustment Counselors and School Psychologists Susan Clark – Trahan School Alexandra Comer Meeker– Ryan School Melissa Gilgun – Middle School Catherine Pfeifer – High School Elizabeth Muscolino– Dewing School also Case Mgr. Mariellen Nastasi – Heath Brook School Suzanne Waldron--North Street/Dewing Schools Speech Therapists Courtney Campbell – Dewing School Brenda Meuse – Heath Brook Carolyn Dooley – Dewing School Tiffany Emerson – North Street/Middle Schools Catherine Gerenz – Dewing School Katherine Thew – Trahan School Tiffany Trant – Ryan/High Schools</p>	<p>Early Childhood Specialist Kim LaFland– Dewing Preschool Tara Coakley – Dewing School Tara Quinn – Dewing Preschool P.D.D. Patricia Martel – Dewing School Sarah Tsakalagos – Dewing School Physical Therapist Jennifer Merrill – Systemwide Occupational Therapist Gail Bliss – System wide Barbara Joyce - System wide English Language Learner Karen Hodgson – System wide Behavior Specialist Kristen Podolsky – Dewing School Candace Tharrett – Ryan School</p>
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<p>Moderate Special Needs Specialists Mary Beth Aiello - Trahan School Karen Bancroft – Heath Brook School Marco Basiliere - High School Alexis Bosworth – Dewing/North-Case Mgr Amanda Boucher – Middle School Richard Camire – Middle School Lisa Chasan – North Street School Rosemary Coughlan, Case Manager Elementary Nicoletta DeVincentis – North Street School Michelle Dick – High School June Fagan – Ryan School Anne McGregor Fay – High School Sandra Ferrara – Ryan School William Fuller – High School Patrick Galligan - High School Carole Ann Gallo – Heath Brook School Kevin Gibson – Ryan School Jennifer Gillespie – Ryan School Martha Glynn – Ryan School Donna Graham – Middle School Robyn Hakala – Dewing School Michele Hughes – Trahan School Bree Jacobson – Ryan School Jennifer Kelly – Trahan School</p>	<p>Patricia Martel– Dewing School -ABA K-2 Susan J. Laitinen – Ryan School Renee Langlais – Heath Brook School Joan Lynch– North Street School Kathleen A. Maloney – Ryan School Elizabeth Marrocco – Dewing School Patrick McAndrews – High School Kathy McDermott – Dewing School Joel McKenna – High School Kara Murray – Middle School James Otis – Middle School Shaina Mroz – Middle School Ashley Pink – Heath Brook School Cheryl Porcaro, Ryan, Case Manager Beryl Puddester-McKenna – Ryan School Cindy Ramaska – Middle School Janet Reyes – Trahan School Meghan Robinson – Dewing School Julie Serino – SPED Teacher, Ryan School Elaine Cheng Sinclair, Case Manager, Middle Schl Alyssa Smith-Dockham – Ryan School Christine Strickler, Heath Brook School Laura Williams– Middle School Charles Zucco, Case Manager, High School</p>
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EDUCATIONAL SUPPORT STAFF

<p>Classroom Instructional Aides Mary Abbott – Heath Brook School Laurie Angelo – Middle School Kristine E. Benning – Ryan School Joshua Bilodeau – Middle School Marie Bourgeois – Trahan School Anne Brennan – Trahan School Christine Cote – Middle School Paula Curtin – North Street School Francis Cusick– VHS Site Coord. High School Mary Ann Deshler – SPED – Middle School Jonathan DiPrima - Wynn Kimberly Doherty – High School Lisa Donahue – Dewing School Joanne Elwell – Spec Needs, Trahan School Ashley Hanifin - Trahan Nicole Hynes – Ryan School Mary Kapust – Dewing School Jeffrey Keefe – Middle School Pamela Lussier – Dewing School Johnna Mangan – Heath Brook Kayla McLaughlin – High School William Meuse – High School Lois Murphy – Spec Needs – H.B. Inclusion Emily Niles – Heath Brook Karen Nordstrom – Academic Coach (North Street) Teresa Oberg–North Street Alissa Palange - Dewing Jaryd Palmer – Ryan School Elena Pineau – High School</p>	<p>Classroom Instructional Aides, cont. Ellen Dale Robichaud – Ryan School Michael Rocco – High School MaryAnn Romanski – Ryan School Cheryl Ann Silva – Dewing/Trahan Schools Andrea Smolinsky – Dewing School Kathy Starling – North Street School Mary Beth Tierney – Dewing School Melanie Tirabassi – Learning Center - H. S. Denise Trevor – Heath Brook/No. Street Schools James Walker – High School Jeanann Williams – Dewing School Dennis Winn – High School Samantha Wholley – Ryan School Classroom Aides Linda Alukonis – Kind. Dewing School Debbie Bennett– Spec. Needs - Ryan School Donna DePierro – Heath Brook Laurie Doherty – Kind. Dewing School Gale Durkin - A.V. Aide – High/Middle Schools Patricia Gale – Kind. – Heath Brook School Sally Gariepy – PDD Aide - Dewing School Karen Gillotte – Kind. Heath Brook School Beth Ann McDermott – Kind. Dewing School Kathleen Penney – Kind. Heath Brook Mark Ronan – SPED – Ryan School Ann Mary Theisen – Dewing School Rebecca Walsh – Spec. Needs – Middle School Eileen Weiss – Kind. Dewing School</p>
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<p>Data Processing, Transportation & Facilities David Libby – Center School</p> <p><u>Human Resources</u> Michele Rivera Network Manager Keith Young – Center School Technology Service Technician Kevin Carey – Center School Norm Carver – District-wide Brenden Le – District-wide School Nurses Deanne Casey – Middle School Kelly Constantino – Dewing School Linda House – High School Debra Kraytenberg – Trahan School Monica McBrine – North Street School Sandra Miller – Assoc. Nurse – Systemwide Marcia Osterman – Ryan School Elaine Walsh – Heath Brook School</p> <p><u>Medical Aide</u> Ms. Jennifer R. Higgins, LPN – High School Athletic Trainer James Walker</p>	<p>School Secretaries Kathleen Casey – High School Maria Doherty – Trahan School June Fowler – Ryan School Michelle Jennings – Heath Brook/Dewing Schools Gail Johnson – Superintendent’s Office Joanne Kearns – Middle School Patricia Kearns – Business Office Louise Kelley – Heath Brook School Janice LaRocque – Superintendent’s Office Lisa Marget – Business Office Annmarie McCormick – High School Maria McLaughlin – Ryan School Kelly Mercier – Community Service Patricia Meuse – Business Office Susan Meuse – Business Office Patricia Napoli – Middle School Nancy O’Hare – High School Sarah Robson – Data Processing – Business Office Nancy Torname – Special Education – Center Schl Joy Wallace – Dewing School Patricia Welch – Special Education – Center Schl. Patricia Whitehouse – High School Guidance Sharon Zaremba – North Street School</p>
<p>Food Service Workers Deb Mugford, Director Robin Adams – North Street School/Center Maureen Bedard – Middle School Lisa Bevilacqua – Dewing School Elaine Bennett – High School Darlene Burke – High School Eileen Callanan – High School Linda Carter - Heath Brook School Maureen Contalonis – Ryan School Carolyn Covell – High School Allison DiFelice - Heath Brook School Tammy Duggan – Ryan School Robin Foran – High School Anna Gaudette – Dewing School Jane Grant – Ryan School Joanne Gustin – Trahan School Nancy Kelleher – Dewing School Joyce Kling – Middle School Carol Lennon – High School Denise Miano – North Street School Diane Nickerson – Middle School Kimberly Sheehan – Dewing School Kathy Sholl – Ryan School Charlene Sullivan – High School Laura Sullivan – Ryan School Robert Waldrip – Trahan School Janice Woodman – Middle School</p> <p><u>Mail Carriers</u> Kevin Morrissey – part-time Mail Carrier Wayne Anderson – Part-time Mail Carrier</p>	<p>Maintenance and Custodial Workers Jon Marchand, Maintenance Foreman Joseph Burke – Heath Brook School Michael Carey - Heath Brook School Dan Carter - Maintenance George Collins – High School Barbara Curtin – Middle School Travis Dobbins – High School Lynne Dykeman – High School Connor Flanagan – Ryan School Jamie Gendron – District-wide Thomas Gilbride – Maintenance Brian Glidden – Heath Brook James Gravel – Trahan Mark Hamlin – Ryan School David Harrington – High School Daniel Martin – Maintenance Joseph McCann – North Street School Robert McCarthy – Dewing School Terrance Neal – Middle School Roy Osterberg – Middle School Ronald Page – North Street School Roland Patterson – High School Corinne Rooney-Morgan – High School Sandra Ryan – Dewing School James Shimkus – High School Richard Stronach – Dewing School Barry J. Sullivan – Ryan School Peter Thuillier – Trahan School William Wareham – Ryan School</p>

Community Scholarship Awards

We are pleased to acknowledge the businesses, the individuals, the community organizations, the school organizations, and the sports organizations, who participated in Tewksbury's 2013 Community Scholarship Program. The commitment of the donors listed below to the students of the Tewksbury Public Schools contributes to the attainment of the personal and educational goals of the scholarship recipients. The generosity of the donors provides an investment in the future of Tewksbury. Thank you to each of the scholarship award donors and congratulations to the scholarship recipients.

TEWKSBURY MEMORIAL HIGH SCHOOL * CLASS OF 2013 COMMUNITY SCHOLARSHIP AWARDS

217 Awards Presented to 100 Students – Grand Total of \$116,175

Junior Awards

1. Harvard Book Award: *Rebecca Varghese*
2. Rensselaer Medal Award: *John Melloni*
3. Wellesley College Book Award: *Laurin Joseph*

Senior Awards

4. Massachusetts Secondary School Administrators Association Award: *Kimberly Tecce*
5. Anthony J. Romano Technology in Education: *Christopher Paquette*
6. Art: *Linda Ferreira*
7. Business Technology: *Andrea Cuzzupe*
8. Computer Technology: *Caitlin Morris*
9. English: *Tess Irving*
10. Family and Consumer Science: *Samantha Florino*
11. Foreign Language: French *Jessica Sokel*, Latin *Vincenzo Barinelli*, Spanish *Mackenzi Carr*
12. Marketing: *Adriana Brown*
13. Mathematics: *James Aronson*
14. Music: *Samantha Campbell*
15. Science: *Caitlin Morris*
16. Social Studies: *Rebecca Davies*
17. Wellness: *Kimberly Lehner*

Academic Excellence

18. Valedictorian: *James Aronson*
19. Salutatorian: *Caitlin Morris*
20. Class Marshall: *Rachel Gillis*

2013 Scholarships

21. Lawrence L. Day Memorial Scholarship: *Adriana Brown \$500*
22. Representative James R. Miceli Scholarship: *Nicole Chaet \$300*
23. Performing Arts Award: *Samantha Campbell \$500*
24. John Cooney Memorial Scholarship: *Nicaela Samson \$2000, Rebecca Davis \$2000*
25. Tewksbury Rotary Club Scholarship: *Ashley Caredeo \$1500, Jennifer Iannacci \$1500, Devin Kelly \$1500, Stephanie Paine \$1500*
26. Ronald "Ronnie" C. Olson, Jr. Memorial Scholarship: *Zachary DiRocco \$500*

27. Derek Aldred Memorial Scholarship: *Rebecca Davies \$1250*
28. George "Timmy" Ernest Memorial Scholarship: *Matthew Donovan \$500, Derek Petti \$500, Tyler Slavin \$500*
29. Joshua Zawacki Memorial Scholarship: *Timothy Murphy \$1500, Courtney Guttadauro \$1500*
30. Willie Byers Memorial Scholarship: *Timothy Murphy \$1000, Samantha Laferriere \$1000, Robert Charboneau \$1000*
31. David A Mulno Memorial Scholarship: *Roy Felix \$500, Jayson Canning \$500*
32. Tewksbury / Wilimington Lodge of Elks #2070 Scholarship: *Timothy Murphy \$500, Nicaela Samson \$500*
33. Massachusetts Elk – Most Valuable Student Award: *Tyler Puleo \$800, Rachel Gillis \$800*
34. Tewksbury Girls Softball League Scholarship: *Jennifer Iannacci \$500, Krista Mignon \$400, Carolyn Raneri \$400, Samantha Laferriere \$300, Kimberly Brekallis \$100, Devin Kelly \$100, Tiffanie Marsh \$100, Rachel Ragucci \$100, Melissa Cordwell \$100*
35. John F. Ryan P.A.C. Scholarships: *Matthew Smith \$500, Marissa Harrington \$500*
36. Linda Peters Memorial Scholarship: *Nicole DePierro \$1200, Rachel Gillis \$1200, Samantha Laferriere \$1200, Tim Martel \$1200*
37. Daniel S. Gillette, Jr. Memorial Scholarship: *Natalie Bourne \$1000, Alina Porzio \$1000*
38. Tewksbury Teachers' Association Scholarship: *Samantha Florino \$500, Claire Scheipers \$500,*
39. Kevin Joseph Tino Memorial Scholarship: *Cory Thomas \$500, Brian Amaral \$250, Nicholas Souza \$250*
40. TMHS National Honor Society Scholarship: *Arianna Smith \$200, Jamal Chaudhary \$200, Jennifer Iannaicci \$200, Tyler Puleo \$200*
41. David W. Scott Memorial Scholarship: *Tyler Slavin \$1000, Zachary DiRocco \$1000*
42. Lowell Five Cent Savings Bank Scholarship: *James Aronson \$1000*
43. Holt & Bugbee Foundation Scholarship: *Rebecca Davies \$2500, Abby Donahue \$2500, Timothy Murphy \$2500, Tyler Puleo \$2500*
44. Stoneham Savings Bank Scholarship: *Caitlin Morris \$800*
45. 4th Annual Meghan McCarthy Road Race Scholarship: *Kelli Sugrue \$250, Jennifer Iannacci \$250*
46. Volleyball Booster Club Scholarship; *Melissa Cordwell \$250, Andrea Cuzzupe \$250, Jennifer Iannacci \$250, Samantha Laferriere \$250, Tiffanie Marsh \$250, Allison Mulloy \$250, Kellie Sugrue \$250*
47. Tewksbury Youth Lacrosse Association Scholarships: *Matthew Blaisdell \$500, Kelli Sugrue \$500*
48. Jerry Murphy Memorial Scholarships: *Arianna Smith \$1000, Nicole Chaet \$1000*
49. AFLCIO - UWUA Local 369 -Larry Eppolito Memorial Scholarship: *Nicholas Cocca \$1000*
50. AFLCIO -Plymouth/Bristol CLC- Francis X McKeon III Memorial Scholarship: *Nicholas Cocca \$500*
51. Jonathon Wolf Memorial Scholarship: *Samantha Campbell \$500, Andrea Cuzzupe \$500, Paul Hurley \$500, Linda Ferreira \$500, Allyson Lewis \$500*
52. Anthony Corsino Sr. Memorial Scholarship: *Stephanie Paine \$500, Abby Donoghue \$500*
53. Deb Billings Memorial Scholarship: *John Fiorello \$50, Erika Petipas \$50, Ryan Hartnett \$100, James Aronson \$200, Nicole Chaet \$200, Robert Charbonneau \$200, Rebecca Davies \$200, Joseph DiRusso \$200, Theodaras Hondros \$200, Jennifer Joyce \$200, Cody LaFortune \$200, Caitlin Ludka \$200*
54. Redmen Football Club Coach Bob Aylward Scholarship: *Matt Donovan \$2000*
55. Redmen Football Club Edward K. Dick Scholarship Award: *Tyler Puleo \$200*
56. Redmen Football Club Phillip L. French Scholarship Award: *Kyle Pandolph \$2000*
57. Redmen Football Club James E. Brooks Memorial Scholarship: *Zachary DiRocco \$2000, Marc Mazzei \$1000*
58. Redmen Football Club Memorial Scholarship: *Christopher Blake \$2000*
59. Redmen Wrestling Club Scholarship: *William Ramsdell \$500*
60. Robert V. Horgan Memorial Scholarship: *Samantha Campbell \$1000*
61. Tewksbury Youth Football Merit Scholarships: *Jennifer Iannacci \$1000*
62. Tewksbury Youth Football Memorial Scholarships: *Kyle Pandolph \$500*
63. Louise Davy Trahan P.A.C. – The George Paul Scholarship: *Devin Kelly \$500, Derek Petti \$500*

64. Excellence in Achievement Award: *Jessica Freitas \$500*
65. Kevin J. O'Brien Memorial Scholarship: *Zachary DiRocco \$1000, Abby Donoghue \$1000*
66. Kay (Aspell) Curran Scholarship: *Nicole Chaet \$500*
67. TMHS Redmen Field Hockey Booster Club Awards: *Francesca Arcari \$300, Natalie Bourne \$300, Adriana Brown \$300, Courtney Connors \$300, Nikki Cruz \$300, Nicole DePierro \$300, Abby Donoghue \$300, Nicole McKenna \$300, Rachel Pendleton \$300, Anna Piccolo \$300, Nicole Ricciardi \$300, Riley Ryan \$225*
68. John Wynn Middle School P.A.C. Award: *Zachary Lambert \$500*
69. TMHS Redmen Softball Booster Club Award: *Melissa Cordwell \$300, Marissa Harrington \$300, Mikayla Hodgdon \$300, Samantha LaFerriere \$300, Tiffanie Marsh \$300, Meaghan McLaughlin \$300, Emily Williams \$300*
70. TMHS Redmen Girls Basketball Booster Club Awards: *Nicole Chaet \$400, Samantha LaFerriere \$400, Caitlin Morris \$400, Kelli Sugrue \$300*
71. TYSA Alfred Carpenito – Memorial Scholarship: *Derek Petti \$1000*
72. TMHS Redmen Hockey Booster Club Awards: *Shannon Alukonis \$250, Mike Casey \$250, Patrick Doherty \$250, Matthew Donovan \$250, Charles Foti \$250, Derek Petti \$250, Tyler Slavin \$250*
73. Liam Knyff Scholarship: *Nicole Chaet \$500*
74. Liam Nation - Meghan McCarthy Memorial Scholarship: *Nicole DePierro \$500, Jennifer Iannacci \$500*
75. Tewksbury Country Club: *Joseph DiRusso \$500, Marissa Harrington \$500*
76. Tewksbury Recycling Committee/ Republic Services Scholarship: *Kimberly Brekalis \$750*
77. TMHS PAC Scholarship: *Matthew Blaisdell \$500, Nicole Chaet \$500, Morgan Hakala \$500, Jennifer Iannacci \$500*
78. Dennis McGadden Memorial Track and Cross Country Awards: *Brian Amaral \$300, Cory Thomas \$275, John Fiorello \$175, Theo Hondros \$150, Cory Cataldo \$125, Justin Stewart \$125, Vincenzo Barinelli \$100, Jamal Choudhary \$50, Christopher Blake \$50, Ann Pastorello \$225, Samantha McGouldrick \$175, Morgan Hakala \$175, Arianna Smith \$175, Rebecca Davies \$125, Anna Piccolo \$100, Jennifer Iannacci \$100, Devin Kelly \$100, Jackie Brindle \$50*
79. Tewksbury Music Association Scholarships – Music Loyalty: *Robert Charboneau \$500, Allyson Lewis \$500*
80. Tewksbury Music Association – Major Scholarship: *Samantha Campbell \$1000*
81. Tewksbury Youth Girls Basketball/ Football Cheerleader Booster: *Courtney Guttadaro \$150, Marissa Liggiero \$150*
82. Tewksbury Youth Girls' Basketball League Scholarship: *Nicole Chaet \$400, Jennifer Iannacci \$500, Samantha LaFerriere \$200, Tiffany Marsh \$200, Rachel Ragucci \$200, Kelli Sugrue \$200*
83. TYSL Meghan McCarthy Memorial Scholarship: *Nicole Chaet \$500*
84. TYSL Lia DiFronzo Memorial Scholarship: *Vincent Barinelli \$500, Molly Tibbetts \$500*
85. TMHS Redmen Baseball Booster Club Awards: *Zachary DiRocco \$300, Eric Hunter \$300, Cam Oliveira \$300, Brad Pontes \$300, Tyler Puleo \$300, Tim Sughrue \$300, Eric Torres \$300*
86. Tewksbury Youth Baseball Scholarships: *John Froio \$500, Eric Torres \$500*
87. Tewksbury Youth Boy's Basketball Scholarships: *John Froio \$750, Robert Charbonneau \$500*
88. TMHS Lacrosse Boosters Scholarship: *Zachary Jacobs \$300, Matthew Blaisdell \$300, Matthew Donovan \$300, Kyle Pandolph \$300, Joseph DiRusso \$300, Tyler Slavin \$300, Kelli Sugrue \$300, Rachel Pendleton \$300, Nicole Ricciardi \$300, Abby Donahue \$300, Kimberly Tecce \$300, Courtney Guttadauro \$300, Stephanie Paine \$300, Fran Arcari \$300, Courtney Connors \$300, Nicole McKenna \$225, Riley Ryan \$225, Brad Marshall \$225, Nicole DePierro \$150*
89. Heath Brook P.A.C Scholarship: *Mackenzie Carr \$500*
90. Heath Brook P.A.C. Scholarship in Memorial of Angelo Munro: *Jennifer Iannacci \$500*
91. North Street School P.A.C. Scholarship: *Samantha LaFerriere \$250, Nicole DePierro \$250*
92. The Loella F. Dewing P.A.C. Scholarships: *Michael Weitz \$250*
93. Schlott Tire Academic Scholarship: *Rachel Gillis \$500*

Shawsheen Valley Regional Vocational / Technical School District

The Shawsheen Valley Regional Vocational Technical School District (SVTHSD) is pleased to submit its 2013 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 43rd anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10-member Regional School Committee that governs the District are: Deborah Kostas and Glenn McIntyre from Bedford; Kenneth L. Buffum, Vice Chairman, and Paula McShane Lambert, Treasurer, from Billerica; Paul V. Gedick and Robert Gallagher, Secretary from Burlington; Patricia W. Meuse and Michael Kelley from Tewksbury; and James M. Gillis and Robert G. Peterson, Chairman, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand three hundred ninety-seven (1,397) high-school students were enrolled in SVTHS's day school programs in October of 2013, and more than 400 adults participated in the school's various adult and continuing education courses.

In June of 2013, SVTHS graduated 322 seniors. Over 70% of the graduates planned to attend college or other post-secondary schooling in the fall. Twenty-four percent of the students intended to continue working in their trade with another 2% working in another field after graduation. In addition, 3% entered the armed forces.

The SVTHS faculty is an exceptional group of talented academic and vocational-technical educators who are highly qualified to teach in their respective disciplines and occupational areas. SVTHS employs one hundred forty-four (144) full-time teachers as well as thirteen (13) paraprofessionals. Of those full-time teachers, thirteen (13) are department chairs, and sixteen (16) are lead teachers. All SVTHS teachers exhibit the character, health, personality, and professional competency worthy of serving the needs of District students.

9420 Academic Programs

MCAS Composite Performance Index (CPI) Scores: The Composite Performance Index Score is a measure of achievement by performance level. Students who score in either the Advanced or Proficient range are awarded 100 points. Those who score in the upper half of the Needs Improvement range receive 75 points; in the lower half of the Needs Improvement range, 50 points. Students who take the test and fail are awarded 25 points. Those who do not test and are not medically excused receive zero points.

In the Spring of 2013, the 339 sophomores comprising SVTHS' Class of 2015 SVTHS sophomores outperformed all other vocational-technical sophomores in English Language Arts (ELA) with a CPI of 99.7; they ranked fourth in Mathematics (94.2) and second in Science (96.3). Within the District, Shawsheen ranked second in ELA, fourth in Mathematics, and first in Science.

MCAS Growth Scores. The Median Student Growth Percentiles (MSGP) is a statistical measure of student growth between grades eight and ten—arguably the most important single score in the MCAS analysis. The Massachusetts Department of Elementary and Secondary Education (DESE) collects MSGP scores in ELA and Mathematics. In the Spring of 2013, SVTHS ranked second in ELA and thirty-seventh in Mathematics among the 353 schools for whom the DESE reported tenth-grade growth scores. In response to these extraordinary achievements SVTHS was recognized as a "Dream School" by the Boston Globe in September of 2013.

Curriculum Revision: In compliance with course-content changes promulgated by the Massachusetts Common Core Curriculum and in anticipation of specific modifications in state-mandated testing aligned with those changes, SVTHS implemented College-Preparatory (CP) Grade-9 Algebra 1 courses at three developmental levels in the Fall of 2013. SVTHS will also implement CP Grade-10 Geometry at three levels and CP Grade-11 Algebra 2 at two levels in the Fall of 2014.

The ELA curriculum has been revised to include a greater emphasis on persuasive writing in response to informational text. In parallel fashion, the Social Studies Department has implemented a strong writing-across-the-curriculum component that requires persuasive written response to primary-source and other documents.

New Staff: In the Fall of 2013, Katherine Marshall and Jessica Brierley joined SVTHS' English Department. Mrs. Brierley is a third-year teacher who previously taught at Keefe Technical High School. Ms. Marshall is a recent graduate of Roger Williams University. Providing additional strength to an already formidable academic faculty, Max Reich and Joel Brierley joined the Mathematics Departments. Mr. Reich, a fourth-year teacher, arrived via Lower Cape Cod Technical High School, and Mr. Brierley is a second-year professional who previously taught at Keefe Technical High School.

Summer School: In the summer of 2013, the SVTHS Summer Program enrolled 98 students from ten surrounding school systems in 22 courses offered to students in grades 7-10. All courses were on-site, face-to-face offerings that provided the frequency and depth of teacher interaction necessary and predictable for students attempting (a) to recover credit for courses that they previously failed, or (b) to earn College-Preparatory credit by upgrading courses in which they were enrolled during the regular school year. Individuals seeking summer-school information should contact Mr. Kevin Bloom, Summer Coordinator, at 978-671-3631.

Technology Improvements. As a component of a thoughtfully-planned capital-budget process that pays close attention to academic resources and evolving needs, the installation of ceiling-mounted LED projectors, interactive white boards, and mimio technology continued throughout the building.

1) Clubs and Organizations

Classes: Culminating a yearlong series of successful social events and fundraisers, each of the four classes held memorable formal and semi-formal events. Under the direction of their advisor, Marygrace Ferrari, the senior class planned and enjoyed an elegant senior prom at the Danversport Yacht Club. Junior-class advisors Jay Tildsley and Greg Bendel held a gala prom at the Crestview in Woburn. The sophomore class, advised by Angela Cairra and Celeste Joudrey, collaborated with the Freshman class, advised by Stacy LaBella and Catherine Peterson, on the annual Spring Fling semiformal, which was held at the school.

The Fourteenth Annual Shawsheen Turkey Bowl—the much anticipated flag-football game between the junior and senior girls—was once again a successful holiday event, which raised donations of cash and food for the Billerica Food Pantry. And once again, the Class of 2014 earned bragging rights for the next school year.

Literary Magazine: For the sixth consecutive year, Shawsheen's literary magazine, *Ramblings*, received awards for excellence by a major educational organization—including the New England Scholastic Press Association (NESPA) affiliated with Boston University's College of Communication, the National Council of Teachers of English, and the Columbia University Scholastic Press Association. These distinguished awards recognize the special talents of the SVTHS students who supplied the content and designed the layout of the annual publication under the supervision of Ms. Stacy LaBella of the English Department and Mr. Doug Michaud of the Technical Illustration/Commercial Art shop.

School Newspaper: In a model school-wide collaborative effort, Ms. Kerry O'Brien of the English Department, Mr. Michael Azevedo of the Design and Visual Communication Shop, and Mr. Tom Struthers of the Graphics Art shop produced six editions of the *Rampage* that presented the school year's major events in artistic design and thoughtful narrative.

National Honor Society: Under the advisorship of Ms. Gail Poulten and Shannon Becker of the English Department, the SVTHS chapter of the National Honor Society inducted 33 eleventh and twelfth graders in March of 2013. Decorated Army Veteran and former Congressional Aide Joseph Kearns Goodwin was the guest speaker at the induction ceremony. Throughout the year, members of the Honor Society thoughtfully and enthusiastically participated in a broad array of community service, and they travelled to New York City, and Boston, MA, to visit cultural and historic sites.

Student Council: The Student Council continued its energetic paper-recycling program throughout the year under the direction of faculty advisor Ms. Ellen Mountain. In 2013, Ms. Mountain continued the Council's recently-expanded efforts to recycle plastic, toner cartridges, cell phones, and sneakers. In addition, the Council sponsored fundraisers for the American Cancer Society, local animal shelters, and other noteworthy causes.

The Traveling Rams: Throughout the year, Ms. Sciacca and her enthusiastic globe trotters raised funds in anticipation of their Spring 2014 trip to Italy. Interested world travelers or their parents should contact Ms. Sciacca at 978-667-2111x577 or ksciacca@shawsheen.tec.ma.us.

Oratory Club: Coached by faculty advisor Kristin Sciacca of the English Department, club members sent three contestants to the Voice of Democracy national championship and two students to SkillsUSA competition. The club's most skilled orator, Kaitlyn Gordon, captured first-place awards at the club, zone, and district levels of the Lions Club Championship to eventually place at the state level.

Robotics Club: In 2013, the Robotics Club grew to over 30 members under the expert advisorship of Mr. Paul Blanchette of the Electronics Shop and changed league affiliation—moving to VEX from FTC competition. The new league, which consists of an increased number of participant teams, sponsors many more competitions than did the earlier affiliation. The Rams entered four competitions and returned home with diverse accolades. They received the Sportsmanship Award at Boston University and the first-place award for Creative Design as well as the Energy Award at Pembroke Academy in New Hampshire. Shawsheen captured second place in the annual Trebuchet contest, also held in New Hampshire, against teams from throughout New England. The Rams returned to Massachusetts to capture a Best Modern Design award at the annual Higgins Museum Trebuchet Tournament in Worcester—an impressive finish against a host of post-secondary competitors including Plymouth State College. The team concluded its season in national competition at the Verizon Arena in Manchester, New Hampshire. Two team members participated at the SkillsUSA competition for mobile robotics and captured the bronze medal for their creative efforts.

Mathematics Club and Science Club. The Mathematics Club, advised by Mrs. Debra Dew of the Mathematics Department, and the Science Club, advised by Mrs. Angel Hardy of the Science Department, continued to engage participants in co-curricular activities complementing their advanced study of those disciplines. The Mathematics Club practiced for and participated in not only a series of competitions hosted by district schools but also a special invitational competition sponsored and hosted by Worcester Polytechnic Institute. The Science Club participated in after-school activities that broadened participants' understanding of scientific theory and applications.

Outdoor Club and Ski Club. Introduced in 2010 to SVTHS to fill the conspicuous void in recreational, extra-curricular options, the Outdoor Club and the Ski Club enjoyed immediate and broad popularity. Throughout three New England seasons, the Outdoor Club, advised by Jessica Cook of the Social Studies Department, planned six overnight climbs of Mount Washington in New Hampshire. The Ski Club, co-advised by Kelly McFadden of the Guidance Department and Doug Michaud of the Technical Illustration Shop, planned a series of after-school ski trips to the Nashoba Valley Ski Area in Westford, MA. Interested mountain climbers should contact Ms. Cook at jcook@shawsheen.tec.ma.us, and interested skiers or boarders of any experience level should contact Mr. William Lannon, the club's new advisor, at wlannon@shawsheen.tec.ma.us.

Parent Advisory Council: The SVTHS Parent Advisory Council under the direction of its faculty advisor, Mr. Ronald Fusco, and its co-chairs, JoAnn Brace and Cathy Carlin, sponsored another successful all-night graduation party—which, throughout the years, has kept the newest Rams alums safe and entertained during the night following the commencement ceremony. Parents interested in assisting with this year's traditional fete should contact party chair Linda Tedford (lindatedford@verizon.net).

Alumni Association: Under the direction of its Planning Committee and faculty advisor, Mrs. Gail Poulten, the Alumni Association vetted nominations, selected honorees, and hosted an Alumni Hall-of-Fame induction at the Tewksbury Country Club. Any SVTHS alumni interested in planning future events with Mrs. Poulten should contact her at gpoulten@shawsheen.tec.ma.us or Mr. Jaason Tildsley at jtildsley@shawsheen.tec.ma.us.

Support Services

The SVTHS Support Services Department services the second largest population of students with special needs in Vocational Education within Massachusetts, approximately 355 students and comprising about 26.1% of our student body. The most frequently occurring area of need is the category of Specific Learning Disability which reflects that many students have a history of academic difficulties upon their arrival at Shawsheen. Nevertheless, SVTHS has had a strong graduation rate of this group of students with 96.2% of seniors graduating in June, 2013, among the highest of any high school in Massachusetts. This compares to a state average of 68.6% percent for special needs students.

Shawsheen's special education students also demonstrated outstanding success on the spring, 2013 MCAS examinations. These results have occurred as a result of a "team" effort on the part of Academic, Vocational/Technical, and Support Services staff to address the needs of our special education population. The rate of special education students who attained either Advanced or Proficient MCAS scores was extremely high on each of the three examinations: English Language Arts (96%), Mathematics (63%), and Biology (73%). These percentages are all improvements from the previous year.

On August 6, 2013, SVTHS received results of the DESE Mid-Cycle Coordinated Program Review which was conducted during the 2012-13 academic year. This procedural audit is more limited than the comprehensive audit which occurs every 6 years. In the mid-cycle review, 7 programmatic elements were examined. SVTHS was judged to be in full implementation for 5 of the elements and in partial implementation for 2 of the elements.

The 2 elements identified for improvement involve the following:

- 2) Providing 2 complete copies to parents of proposed Individualized Educational Plans (IEP's). They will be expected to sign and return one of the copies. Prior practice was to send one complete copy and only an additional copy of the signature pages to be returned to the District.
- 3) Develop a tracking and oversight system for those parents who decide to revoke their student's special education services. This procedure was requested even though SVTHS had yet to encounter this situation.

Progress reports will be submitted to DESE on improvement in these two areas on October 11, 2013 and January 24, 2014.

Athletics

The three seasons comprising the 2013 athletic year were memorable and unique for Shawsheen Athletics. Over 450 Shawsheen students participated in interscholastic athletics, earning ten league championships and five state vocational titles.

The overall winning percentage of the varsity teams ranked among the highest in school history. Thirteen teams, in fact, qualified for post-season play. Dozens of students were honored with All Star recognition by the Commonwealth Athletic Conference and the *Lowell Sun*. Wrestler Dustin Thibeault was a Division 1 North Sectional Champion.

For an unprecedented eleven out of the last twelve years, SVTHS earned the Markham Award from the *Boston Globe* in recognition of its status as the most outstanding vocational technical high school athletic program in Massachusetts. The award is a reflection of the commitment and talent of all those associated with the SVTHS athletic program.

Community Services

Adult Evening School: The Adult Evening School offered a wide variety of vocational/technical courses for adults interested in expanding their knowledge and skills. Courses are offered during both the fall and winter semesters, with enrollment exceeding five hundred adult learners during the past year. Interested residents should contact Dr. Russ Eckel, Workforce Development and Community Services Coordinator, at (978) 671-3788 for information and/or a brochure.

Billerica House of Correction: The Billerica House of Correction's (BHOC) Education Director leads all prison education initiatives beyond the already established culinary arts program. SVTHS continues to collaborate through Workforce Development and Community Services Coordinator, Russ Eckel, with BHOC to expand its educational goals to inmates. SVTHS looks forward to maintaining its relationship with BHOC by providing technical assistance and end-of-course assessment services that will validate inmate achievement of course objectives.

Veterans Training Program: Twelve area veterans participated in an intensive machining training program in March of 2013 leading to employment with local manufacturing companies. This program was offered through the Adult Education program in partnership with the Massachusetts Manufacturing Extension Partnership. Modeled after similar veterans training programs, this important job training initiative will likely be replicated in the coming year.

Advanced Manufacturing Training: The Shawsheen Technical Institute (STI) is now an active member of the recently formed Northeast Advanced Manufacturing Consortia, a coalition of workforce development and educational providers working to train the next generation of employees for the advanced manufacturing sector in the Merrimack Valley and the North Shore. The Consortia was recently awarded a grant from the Commonwealth Corporation to provide extensive training in machining

and electronics technology for seventy-five qualified adult students between 2013 and 2015. STI has taken the lead along with Greater Lowell RVTHS and Middlesex CC in the first round of training which began in the fall of 2013. This innovative collaborative training program will benefit qualified job seekers and manufacturing companies for years to come.

Job Training for the Most in Need: The Shawsheen Technical Institute is currently providing a small but motivated group of needy adults lacking permanent housing with intensive training in welding and electronics technology toward the goal of facilitating successful re-entry into the labor market. This program is organized and administered by Community Teamwork Inc., and is currently funded by a grant from a private foundation. This program could be a pilot for a larger job training initiative serving adults with limited work experience or job skills.

Middlesex Community College: SVTHS continued its partnership with the Hospitality Management Department of Middlesex Community College to deliver four courses at SVTHS as part of the requirements for its Culinary Arts Certificate or Associates in Science Degree option. Student enrollment was strong in 2013 and the program received exemplary student evaluations. Discussions to expand technical course offerings are currently being explored by the MCC Hospitality Dean and SVTHS Workforce Development and Community Services Coordinator, Mr. Russ Eckel.

School of Practical Nursing: The 2012-2013 year graduated 39 Practical Nurses (PN). Since its inception, a total of 638 students have successfully continued on to a rewarding career as Licensed Practical Nurses. This intense ten-month program offers a combination of evening and weekend coursework and clinical externship experiences. Preparation for the state LPN exam is also included. Residents interested in applying to the PN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

Project Explore: Nearly 425 middle-school students from the District participated in after-school career awareness activities during the 2013 winter semester. Students explored a variety of career path options. This program is coordinated with area middle school guidance counselors. The program is free of charge. Busing is provided by SVTHS. For registration materials or general information, interested residents should contact Ms. Jobee O'Sullivan at 978-671-3612.

Swim Program: SVTHS energetically continued its water aerobics, lap swim, parent-and-me swim class and swim lessons during the 2012-2013 year. The Shawsheen pool also continues to serve as the home site for interscholastic high-school swim teams from Billerica, Bedford and Burlington public schools. Individuals seeking swim program information should contact Ms. Jill Branley, Aquatic Director, at (978) 671-3699.

Computer Services

During the 2013 year, Computer Services completed all DESE data collection requirements. These reports included SIMS (Student Information Management System) data, EPIMS (Education Personnel Information Management System) data, SCS (Student Course Schedule) data, SDR (School Safety and Discipline Report) data, the Annual Technology Report data, and the VTCTS (Vocational Technical Competency Tracking System) data. In addition to these required state reports, Shawsheen submitted the results of a district Technology Readiness Survey mandated by PARCC. The purpose of this report is to identify the status of school districts participating in online assessment in 2014.

In the fall, Computer Services added the current ninth-grade population (class of 2017) to the Parent Access Manager System, bringing parent participation to approximately 86 percent. The Parent Access Manager allows parents to view up-to-date information on their children in the areas of attendance, grades, Rankbook, schedules and discipline information. Parents can also view the teacher's iPass Rankbook which includes more detail on the students' progress.

After assessing the district's current Student Information System (iPass), it has been determined a new system would be beneficial. Computer Services will be implementing a new SIS/LMS (Student Information System / Learning Management System) for making informed data decision through data collection. The new integrated system will provide enhanced features to our users while improving overall efficiency of data flow within the district. The delivery of data directly to its users provides immense educational support. Teaching staff can make data-driven decisions with real time information which will improve the instructional practice and result in improved student outcomes. The district will implement a new SIS by the end of 2013-14 school year and begin migrating data throughout the summer. Initial staff training will be conducted by June and professional development will continue for the start of the new school year.

As part of Computer Services five-year Computer Replacement Plan, computer labs in Graphics, Drafting, Internet, and Business Tech all received upgrades with the latest computer models during the Summer of 2013. One of the Internet labs was reconfigured, as we go forward in expanding our IT shop to include Programming and Web Design.

Computer Services continues to maintain its virtualized server solution to run a more energy efficient infrastructure. A SAN Storage upgrade solution was installed in August 2013. This replaced a five year old Hitachi SMS 100 unit and as a result, we were able to double our Server disk space. VMware, the software that runs our virtual environment, was upgraded to VSphere 5.1.

In 2012, Wireless network infrastructure was implemented within the building. In order to transition our staff towards a more mobile workforce, the Social Studies Teachers were provided with 8 laptops as computer replacements for their desktops as part of our five-year Computer Replacement Plan. Also, a laptop cart with 15 laptops was purchased for the English Department as a pilot for future mobile computer labs.

In July of 2013, with our ever increasing need for network bandwidth, our secondary Internet Service Provider was upgraded from AT&T's T1 line speed of 1.5 MB/second to a dedicated fiber solution provided by Comcast where our speed has increased to 30 MB/second. Also, in order to provide our students with the latest in industry technology standards, Computer Services upgraded software packages in Drafting, Dental, Machine Shop, Business Tech, and Automotive.

Guidance

Admissions: Applications once again exceeded 600 for 350 seats in the class of 2017. This year, presentations occurred in all the Billerica, Wilmington, Tewksbury, Bedford and Burlington middle schools. Students, parents and community members were invited to events on site including the Community Open House on November 3rd and the 8th Grade Career Night in January.

9th Grade Orientation: The Class of 2017 participated in SVTHS 9th grade orientation program, Fresh Start. This exceptional program gave new students an opportunity to meet each other and become familiar with the school, its programs and staff through an interactive and fun day of events. Since the Guidance Department implemented the freshman transition program in 2006 with the support of the superintendent and school committee, attendance has continued to improve and withdrawals have decreased substantially. A mentoring program to help with transition was implemented using the same student leaders who helped deliver the orientation day.

College and Career Planning: Shawsheen students continue to expand their options and opportunities after graduation. Studies conducted this year show a growing trend for SVTHS students to attend and retain at 4-year colleges and universities. In addition, SVTHS met federal benchmarks this year for graduates in all programs. This included positive placement in employment, college and military careers. SVTHS offered preparatory programs for both Accuplacer and SAT college exams. Over 75% of the senior class participated in one or the other. SVTHS continues to offer a foreign language to students pursuing college programs that have this requirement. The course is offered after school and evenings. Last year's college fair hosted over 70 colleges, universities, technical schools, military representatives and financial institutions. There were over 300 attendees and each received a copy of our annual College & Career Planning Guide. There was a special education workshop facilitated by Dr. Scott regarding college information. All senior guidance counselors were on hand to answer any questions our students or parents had.

Scholarships and Awards: SVTHS students were awarded over \$112,400 in scholarship funds. Amanda Angelo, a health assisting student, received the Massachusetts Association of Vocational Administrators Outstanding Vocational/Technical Student of the Year Award presented to her at Mechanics Hall in Worcester.

Cooperative Education Program: Cooperative education built momentum this fall with many of the vocational/technical programs increasing cooperative education placement by 50% or more. The trend continues as the Placement office had 198 seniors out on co-op positions and 90 juniors out on co-op at the end of June, 2013.

Student Health: SVTHS complied with the state mandate to conduct BMI testing on all 10th graders.

School Council

An important agency of school governance, the 2012-2013 SVTHS School Council, was made up of parents Susan Berry, Dawn Pfaff and Gayle Razzaboni from Billerica; community members Bob Lazott of Billerica and Jean Perry and Cosmo Ciccariello of Burlington; two SVTHS students, Jennie Galante and John Robinson; and faculty members Robert Roach and Jason Tildsley. Until his retirement in December, the Council was co-chaired by Dr. Robert Cunningham, Assistant Superintendent-Director/Principal. Dr. Cunningham was succeeded in that role by Shawsheen's new Principal, Dr. Robert J. Kanellas. The three primary functions of the school council are to meet with the Superintendent-Director when he presents the school budget, make additions and revisions to the SVTHS Student Handbook, and develop the annual School Improvement Plan.

Vocational/Technical Programs

Skills USA: Skills USA is a national non-profit organization preparing students for careers in trade, technology, and skilled-service occupations. SVTHS earned an unprecedented seventy-six (76) medals at the 2013 district competition and twenty-six (26) medals at the state competition, including three gold medals. Three students represented Massachusetts at the National competition in Kansas City, Missouri. Graphic Communication student Bryan Young finished fifth in his competition and the Electronics team of Adam Rovinelli and Caitlin Kelley placed in the top twenty for their performance in mechatronics.

National Accreditation: SVTHS has twenty vocational programs, eight of which are nationally accredited by their respective industries. The programs include: Automotive Technology; Auto Collision; Machine Technology; Metal Fabrication; Culinary Arts; Graphic Communication; Drafting Technology; and Heating, Ventilation, Air Conditioning, and Refrigeration.

Transportation Cluster

Auto Collision: The Auto Collision program maintains its high standards and quality of outstanding work with a plethora of automobiles in need of body work for individuals throughout the District. During the school year, students worked on numerous automobiles, including fire and police vehicles from the Tewksbury Fire Department and the Massachusetts State Police. The program successfully attained reaccreditation in all four areas with the National Automotive Technicians Education Foundation (NATEF) and Automotive Services Excellence (ASE). The students continue to participate in the National Automotive Technicians Education Foundation (NATEF) and the Automotive Service Excellence (ASE) end of the year testing. Two students were recognized at the SkillsUSA regional competition, winning a gold medal in Refinishing and a gold medal in Collision Repair.

Automotive Technology: The Automotive Program continues to perform countless tasks in becoming proficient in standards from the State framework by repairing vehicles from within the Shawsheen Community. Ten (10) Automotive Technology upperclassmen took part in the Ford AAA Auto Skills Competition. A large percentage of the upperclassmen also received student certificates from ASE Student Certification and ASE Refrigerant Recovery Programs. The Automotive Technology students participated in several post-secondary career days and industry field trips, exposing them to career opportunities and new technologies in the industry. These field experiences included trips to Massachusetts Bay Community College, Universal Technical Institute, New England Institute of Technology, and Benjamin Franklin Institute of Technology. Through the capital budget process the Program acquired a new Ammco Brake lathe.

Health Cluster

Medical Lab Assisting: Medical Lab Assisting completed another successful year with their Grade 9 Exploratory program, as well as the addition of their first senior class. The program has a robust new senior curriculum for shop which includes Nutrition, Microbiology and Medical Law and Ethics. Additionally, the program continues to build its partnerships for cooperative education opportunities and has placed a number of students in medical offices and phlebotomy labs.

Health Assisting: Health Assisting successfully certified 25 students via the Department of Public Health as CNA's (Certified Nursing Assistants). The program continues to maintain solid relationships with area nursing homes and clinical sites for student on-site practice. Partnerships include Tewksbury Hospital, Lahey Clinic, Sunny Acres Nursing and Rehabilitation Center, Concord Health Care and Rehabilitation Center and Woodbriar.

Dental Assisting: Dental Assisting successfully completed their second year of Grade 9 Exploratory. The program was oversubscribed with first choice students. Dental Assisting welcomed a third instructor as well that comes to Shawsheen Valley Technical High School with both advanced teaching and industry experience.

Services Cluster

Culinary Arts: The Culinary Arts program completed its five year evaluation and renewal of their national shop accreditation with the American Culinary Federation. The ACF evaluates the curriculum, equipment and staff standards. The program scored in the top 2% in the state and the ACF recommended other districts use Shawsheen's program as a guide for a model program. Culinary Arts maintains articulation agreements with Central Maine College, Lincoln Institute of Hartford, Middlesex Community College and Cambridge Culinary Institute. Numerous guest speakers from all aspects of the trade have presented to the seniors with regard to industry expectations. The restaurant and bakery continue to serve the public daily with continued high volume of guests.

Cosmetology: The Cosmetology students served hundreds of patrons from the community in the on-site student clinic that continues to provide the training requisite for student success in the trade. In addition to serving the local community, the students provided community service to local senior centers and assisted-living communities. Catherine Hinds Institute of Esthetics welcomed SVTHS students back this year for tours of their facility and a complimentary service in order to broaden the student interest in pursuing licenses in related fields. Elizabeth Grady, another skin-care institute, offered complimentary services to junior and senior students. One-hundred percent of SVTHS Cosmetology students participated in SkillsUSA. All 18 senior Cosmetology students graduated with a Massachusetts Class 1 Cosmetology license and 12 were successfully placed on co-op within the school year.

Construction Cluster

Carpentry; Plumbing; Electrical; Heating, Ventilation, Air-conditioning & Refrigeration and Masonry: Providing authentic learning opportunities for the construction students continues to be paramount in delivering real-world instruction for all five programs. One of these community projects that provided the implementation of work-based learning was the completion of the final phase of the Burlington Marion Tavern Farmhouse. This project presented both renovation and new construction and covered all aspects of the construction trades, creating circumstances to encompass many standards of the state frameworks (i.e., solving problems using critical thinking; demonstrate willingness to learn and further develop skills). The construction of the 77' x 36' Soccer Field House is another example of the collaborative efforts of the Construction Cluster. This two-year in-house project will integrate real and relevant opportunities for students to learn their craft in a controlled environment. Due to the tragic loss of Masonry Instructor Ralph Carrozza, James Bonito was hired in January to continue the tradition of preparing students to work at a high level after graduation.

Arts and Communication Cluster

Office Technology: The Office Technology program is in the third year of utilizing its Microsoft Testing Lab. Through this testing lab, students have the opportunity throughout the school year to certify in Microsoft applications that are industry based, enhancing their employability skills. The utilization of this lab is reflected in a 61% job placement of the program's seniors. Along with strong co-op placement, ten (10) sophomores have already achieved their PowerPoint certification. The junior class is currently working towards their Excel certification. These certifications not only provide valuable skills but give the students a high level of confidence as they prepare for the next step in their career path. The Business Technology program will look to provide certifications in QuickBooks and Dreamweaver as well. These certifications will continue to enhance the development of students into highly productive professionals in today's ever changing business world.

Informational Support Services & Networking: Last year the Informational Support Services and Networking program developed a new partnership with Plum Choice. One of the principle employees at this company is a graduate of Shawsheen. From this partnership six seniors were hired. Additionally this program began a training program to prepare students to become certified as a Microsoft Technical Associate in Operating Systems via an examination. Thirty-three students obtained certificates. The program also had two seniors obtain their MTA certificate in Networking as well. The program is in the process of adding a Programming and Web component to augment the current curriculum and offer students more opportunity in the technology field.

Design & Visual Communications: The Design & Visual Communications program had a very productive year in 2013 with a few DVC firsts. Students acted as designers in many real world community projects for schools, town governments, and non-profit organizations. Students within the DVC program played a key role in conceptualizing and developing professional level corporate identity packages and supporting collateral information for these organizations. Examples include: the Merrimack Valley Superintendents Association Academic Scholars luncheon, Billerica Sweetheart Dance, and MAVA, to name a few. Twenty-three DVC students were accepted to many private and public colleges with a DVC first. Two students were accepted to The Kubert School and the California College of the Arts. One DVC student has proudly joined the Air National Guard. Other schools that accepted our students were: Mass Art, UMass/Dartmouth, Suffolk University, Lasell College, The Art Institute of Boston-Lesley University, Maine College of Art, Northern Essex Community College, Manchester Community College, Becker College, Southern New Hampshire University, Rivier College, Mount Ida College, New Hampshire Institute of Art, Middlesex Community College, Montserrat College of Art, Wentworth Institute of Technology, Nichols College, Colby Sawyer College, UMass/Amherst, and ITT Technical Institute. Several students secured Co-op positions with various employers including iRobot, & Real School of Music.

Graphic Communications: The Graphics program enjoyed a year of great success in the pressroom and in its community partnerships. Graphics produced a record number of live jobs for schools, town governments, and nonprofit organizations. Through these endeavors, students had an excellent opportunity to experience the real-world pressures and rewards of working in a printing company. The program received a national award for its production of Ramblings, the student literary magazine. The program also expanded its curriculum to include additional vinyl graphics and sign-making capabilities, which has opened new avenues for student cooperative education placements.

Electro/Mechanical Cluster

Drafting: During the school year the Drafting Program provided help with numerous drawing projects in support of the Construction Cluster, manufacturing projects, and the Maintenance department. An example of one of these work-based projects includes generating a sprinkler head map, dimensionally locating all the sprinkler heads at the front entrance of the school and on all of SVTHS athletic fields. The Drafting Program also was the lead in creating a design for a portable stop sign for the Burlington Police Department, and the designing of a library book-drop box for the Wilmington Public Library. Through the capital budget process, the Drafting Program was able to procure Solidworks software. Solidworks is an industry-leader, design and drafting tool that is highly sought after on the drafting market. A Drafting student received a Bronze medal at the SkillsUSA State Competition for Architectural Drafting.

Electronics: The Electronics Program has moved forward with great success in training and certifying students to the J-STD-001E IPC Standard. Eight seniors successfully passed the Application Specialist course and received an official certificate from IPC. The Electronics Program had 89 percent of its seniors out on co-operative placement. A number of students participated in SkillsUSA with the Shawsheen Electronics Program competing at the Nationals in Kansas City for Mechatronics. The Department took the first step in introducing the Seven-Step Design Process used by industrial engineers. The Design Process includes brainstorming, troubleshooting and analyzing problems.

Machine Tool Technology: This has been another great year for Machine Tool Technology. The Program was able to recruit a full shop of freshmen who selected this shop as their first choice. This is the second consecutive year that the Program successfully recruited eighteen first-choice students. The latest version of Mastercam X7 has been installed on all thirty (30) of the Program's computers. This year's junior class had a great accomplishment by winning first place at the Lean Manufacturing Competition at the Eastec Tool Show, and being awarded a check for \$1,000 for the Machine Tool Technology Program. This project was made possible by two of the shop advisors – C.R. Machine and Spincraft – along with instructor Lawrence Retelle as the lead. Through the capital budget process, 20-HAAS Control Simulator Modules (CSMD) with dual software – mill and lathe – will be ordered for the classroom to be used by the students to gain an understanding of how these machines work. Co-operative placement numbers continue to be strong. The members of the Advisory Board are active and the number of members continues to grow.

Metal Fabrication and Joining Technologies: Metal Fabrication has worked on various welding and sheet metal projects that supported multiple school clusters and the community at large. This work included duct work for the new related room; new ramps for Auto Collision; a stool repair for the Middlesex House of Correction in Billerica; stop sign stands for the Burlington Police Department; metal building repairs for the Town of Billerica; and assisted in the new soccer field house construction. For the second consecutive year, SVTHS hosted the Annual Open House for the Boston Chapter of the American Welding Society (AWS). Through the capital budget process, the Program purchased two new swing-arm ventilation hoods and two new state-of-the-art welding machines. MITRE Corporation donated various pieces of equipment to our Program, including a

four-foot hydraulic press brake, a large capacity box and pan brake, and a vertical band saw. Mr. Patrick Ryan was hired, bringing a strong welding component to the Program.

Conclusion and Acknowledgement

The SVTHS Committee, staff, and students gratefully appreciate the support that they receive from the residents of the five-member District. The SVTHS family especially acknowledges the continued financial support of the local town managers, finance committees, and town meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2013. Those retirees are: Frank Botte, Computer Science & Internet Technology; Robert Cunningham, Assistant Superintendent-Director/Principal; James DeLuca, Science; Richard Flynn, Automotive; Robert McNally, School Psychologist; Gail Poulten, English; and Linda Swasey, Business Technology.

Community Development Department

*Community Development
Building*

*Zoning Board of Appeals
Conservation Commission
Community Preservation
Committee*

*Board of Health
Planning Board*

Community Development

The Town of Tewksbury's Department of Community Development strives to manage and promote the highest quality of development by coordinating all land use matters in one department; providing information and creative recommendations based on sound planning practices; promoting and assisting sensible economic development; ensuring public health and safety by administering and enforcing applicable statutes, codes, bylaws and regulations; protecting the environment through conservation and wetland protection measures; and supporting other Departments in enhancing the community's quality of life.

The Department of Community Development consists of the following divisions; the Building Department, Board of Health Office, and the Planning and Conservation Office. Staff support is provided to four statutory boards: the Planning Board, Conservation Commission, Zoning Board of Appeals and the Community Preservation Committee. Administrative support is also provided to the Planning Board's Zoning Bylaw Subcommittee, the Local Housing Partnership, the Economic Development Committee, and the Green Committee.

Full time staff within Community Development include: Linda DiPrimio, Executive Secretary, Kyle Boyd, Planner/Conservation Agent and Steve Sadwick, Director. Dawn Cathcart continued to provide Recording Secretarial duties for the Planning Board, the Board of Health, and the Zoning Bylaw Subcommittee. Melissa Johnson serves as Recording Secretary for the Conservation Commission, Local Housing Partnership, Community Preservation Committee, Economic Development Committee, Green Committee and the Zoning Board of Appeals.

Master Plan

The Town of Tewksbury's Master Plan was adopted by the Planning Board on September 15, 2003 and endorsed by the 2004 Annual Town Meeting. The Master Plan serves as the Town policy guidance document for future land use decisions.

In 2013, the Planning Board and Community Development Department started the update process with the Northern Middlesex Council of Governments (NMCOG). NMCOG serves as the Town's regional planning agency and has started worked on a number of technical updates to the master plan.

The following implementation items from the Master Plan were addressed:

A.4. Confirm priorities and clarify the vision for Tewksbury Town Center—Board of Selectmen created Town Center Master Plan Committee in November 2013.

A. 6. Maximize the benefits of open space-cluster design (OSRD). Planning Board submitted article to Town Meeting to update OSRD bylaw and delete cluster bylaw.

Local Housing Partnership

The Town's current MGL Chapter 40B affordable housing inventory is at 9.55%. Until the Town achieves 10% it will be susceptible to Comprehensive Permits that override local regulations including zoning.

The Partnership currently includes Steve Deackoff, Greg Peters, Jay Axson, Raymond White, Laura Kaplan and Ron Roy and advisory members Nancy Reed and Scott Wilson.

In 2013 ground was broken for the 33 unit affordable senior housing project on Livingston Street known as the Villas at Meadowview. This collaborative project includes Elder Services of Merrimack Valley, the Tewksbury Housing Authority and the Town of Tewksbury. The project is funded by the HUD 202 program and the Town's Affordable Housing Trust Fund and Community Preservation Funds.

The Partnership and the Town continued to work on preserving units that were expiring in their affordability requirement. The Partnership met with representatives of Habitat for Humanity of Greater Lowell and Community Teamwork, Inc.

The Partnership continues to investigate how to provide affordable housing utilizing tools provided by the State and local resources such as the Affordable Housing Trust Fund and Community Preservation Funds.

Economic Development Committee

The Economic Development Committee consists of the following members; David Plunkett - Chairman, David Gay – Vice Chair, Richard Montuori and Steven Sadwick.

The Tewksbury Economic Development Committee's mission is to promote Tewksbury's identity in the Merrimack Valley and Greater Boston area. With access to two Interstate Highways, I-93 and I-495, and its infrastructure capacities, Tewksbury is a desirable and convenient location for new and existing businesses. We acknowledge the contribution of the business community to our town and region's overall economic sustainability.

In 2013, the Committee met on 4 occasions to discuss marketing and outreach activities of the committee. The Committee met with a number of potential businesses that were looking to relocate and open in Tewksbury. In the Fall of 2013, the Board of Selectmen reconstituted the Committee and made new appointments at the end of 2013.

Green Committee

The Tewksbury's Green Committee continued to work on energy conservation projects in a number of municipal and school buildings. These projects were financed by the State's Division of Energy Resources. As the Committee closed out 2013, members were beginning to consider projects for the 2014 competitive grant round.

The Tewksbury Green Committee consists of James Duffy, Robert Fowler, Thomas Cooke, Kristen Polmeno, Todd Johnson, Steven Fugarazzo and Lorette Ryan.

Other Initiatives

The Department continues to work with the Planning Board's Zoning Bylaw Subcommittee in reviewing the Zoning Bylaw. Members of the Planning Board's Zoning Bylaw Subcommittee include Vincent Spada, Nancy Reed, and David Plunkett.

The Director of Community Development continues to serve on the Zoning Reform Working Group which is working to update the State statutes in both zoning and subdivision control. The Director also serves on the Regional Comprehensive Economic Development Strategies Committee.

The Department of Community Development had a successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments and citizens in 2014, enhancing the quality of life in the Town of Tewksbury.

Respectfully submitted:

Steven J. Sadwick, AICP
Director of Community Development

Zoning Board of Appeals

The following is a breakdown of the activity on which the Tewksbury Board of Appeals acted during the year 2013:

2	Variances	2	Approved	
2	Amend Existing Variance	2	Withdrawn	
3	Special Permits	3	Approved	
4	Combination Variance/Special Permit	4	Approved	
3	Party Aggrieved	1	Denied	2 Withdrawn
1	Extension of Special Permit	1	Approved	

I would like to thank the public for their interest in the Board's activity. I also wish to thank my fellow Board members and the Community Development Department for their time and efforts on behalf of the Board.

Respectfully submitted,
Robert Dugan, Chairman
Zoning Board of Appeals

Board of Health

The Board of Health (Board) is pleased to submit the 2013 annual report. The Board is comprised of the following five (5) elected officials: Philip French, Chairman; Charles Roux, Vice Chairman; Kathleen Brothers, Clerk; Edward Sheehan and Christine Kinnon, members.

The 2013 elections brought a new Board of Health member; Raymond Barry, who replaced Edward Sheehan. Mr. Sheehan has been on the Board of Health since April of 1994. After many years of service Mr. Sheehan decided to step down in January of 2013. Mr. Sheehan served on the Board in many capacities throughout his tenure and was a valuable asset to the Board. On Behalf of the Board, Health Department and myself, I would like to acknowledge and thank Mr. Sheehan for his years of dedicated service to the Board of Health and the community.

During the interim of Mr. Sheehan and Mr. Barry; Joseph Knight was appointed to the Board of Health. Mr. Knight served on the Board of Health from February 13, 2013 to April 6, 2013. On behalf of the Board, the Health Department and I, thank you.

The Board of Health is charged with the protection of public health. It is the Board's responsibility to develop, implement, and ensure the enforcement of health regulations and policies.

The Board of Health's Mission is: "To protect the public and environmental health through health promotion initiatives, advising residents and businesses in compliance matters, and through fair and appropriate enforcement of local, state, and federal public health rules, regulations, bylaws and laws."

The Health Department's team members are dedicated to the community, knowledgeable of public health and the department's procedures. It is truly an honor to be the team leader of such a professional team; I look forward to working closely with each member. I am very confident that this team will continue to protect and grow with the community. Thank you.

Team Members:	Lou-Ann C. Clement, C.H.O.	Director of Public Health
	Dean Trearchis	Sanitarian
	Brian LaGrasse	Temporary Sanitarian
	Sarah Kinghorn, BSN, R.N.	Public Health Nurse
	Diane Joy	Senior Clerk Secretary
	Pamela Gorrasi-Thomas	Animal Inspector
	Dawn Cathcart	Recording Secretary

In May, Virginia Desmond the Public Health Nurse retired after 17 years with the Board of Health. Ms. Desmond was very active with the community and enjoyed being the Public Health Nurse. Ms. Desmond went above and beyond her required duties and was recognized by the Greater Lowell Health Alliance (GLHA). She received the "Civic Excellence Award." The GLHA defines this award as ". . . members of the community who exemplify the ideals of community service and volunteerism. Recipients are everyday citizens who are committed to helping others and improving the community by identifying and addressing issues of public concern." On behalf of the Board and the Health Department, I would like to say thank you.

On July 10th, 2013, Ms. Sarah Kinghorn joined the team as the Public Health Nurse. Ms. Kinghorn brings with her public health nursing experience to the team. She has already applied for grants and started a Friday morning Walking Club. Ms. Kinghorn has implemented a Shingle vaccination program for the un-insured and under the MA Department Public Health guidelines. She worked with the Tewksbury High School in their student "patient care assistant program" in administrating TB skin tests. She joined and has become an active member of the Massachusetts Public Health Nurse Association. On behalf of the Board and the Health Department; we welcome Sarah to the team.

Upper Merrimack Valley Public Health Coalition (UMVPHC):

The Health Department continues to be actively working with the surrounding communities of Billerica, Chelmsford, Dracut, Lowell, Tyngsboro, and Westford in a regional coalition of UMVPHC for response to public health threats within the area. The coalition meets monthly preparing for a regional public health emergency response. Regional emergency responses are completed and we are actively testing them. This year, with help of the Coalition's Coordinator we updated our plans for the Town's Emergency Dispensing Sites.

Upper Merrimack Valley Medical Reserve Corp (MRC):

To complement the UMVPHC, we are a member of the MRC, which provides staffing support during clinics, emergencies, and other public events. At the end of 2012, they received a grant to help pet owners prepare for and keep their pets safe during emergencies. Seminars were held the first part of 2013 throughout the region.

Unwanted Medicines Kiosk:

The Lowell Health Department obtained a grant that supplied kiosks for "Unwanted Medicines" to the surrounding communities and with the help of Safety Officer Jennie Welch the kiosk is stationed in the Police Department's lobby. This kiosk is open to the general public and continuously provides opportunity for the residents to remove unwanted medicines and opioids from their home and out of our waste stream. Each year the amount of drugs disposed of into this kiosk have continued to increase. On behalf of the Board and this department we would like to say Thank you to the Lowell Health Department and Tewksbury Police Department.

Tewksbury Community Health Care Partners:

This group consists of representatives from the Town's assisted living facilities, adult day care programs, and nursing homes. We have been meeting quarterly since 2011. We are working on bringing the various groups homes into this group. We discuss various public health topics including emergency preparedness and working together.

Annual Health Fair:

The "Sixth Annual Health Fair" occurred with approximately 50 various health exhibitors including nutrition and exercise planners, massage therapists, pharmacies, funeral directors and much more. The general public enjoyed the event. We look forward to continuing this educational event next year and its growth.

Health Communities Tobacco Awareness Coalition:

As of a member of "Healthy Communities Tobacco Awareness Coalition" Director Ron Beauregard has performed individual educational trainings to our tobacco licensed establishments with regards to regulations and new tobacco products. This program started to perform compliance checks to ensure that our tobacco establishments are complying with the existing regulations regarding the sale of tobacco products to minors.

Drug Awareness Week:

The Board of Health's office participated in the second annual Drug Awareness week sponsored by the Police Department. Again this year's event had something for all ages. There were various discussions and presentations that started in the younger grades with a poster contest to the high school with a documentary video called "Overtaken." The evening event for all received a presentation from Jodi Barber a mother determined to educate as many parents as possible about the dangers of drug addiction. This office had student interns from UMass Lowell who created a new brochure about "Prescription Drug Abuse In My Community; What Can I do?" The interns and Board staff gave presentations to the seniors about what we can do and these same interns created a PSA about drug awareness.

Greater Lowell Health Alliance; Substance Abuse and Prevention Task Force:

We are a member of the Substance Abuse and Prevention Task Force and the group is comprised of surrounding communities of Billerica, Wilmington, Westford, Lowell, Dracut, Chelmsford and Tewksbury and other communities' organizations within the Greater Lowell area. It is geared towards the education and prevention of Opioids and more. Additionally; Lou-Ann Clement is on the group's Medical Marijuana sub-committee, which monitors the status of medical marijuana in our region.

Attorney General Abandoned Housing Initiative Program:

At the request of the Town Manager, this office has been working with the Attorney General's (AG) office under their "Abandoned Housing Initiative." This initiative was developed to provide communities with a tool to rid viable neighborhoods of blighted properties. We function as a partnership to turn these properties around. The AG office assists us with developing records, investigatory services, and possible court actions. We recently obtained a receiver who will help renovate certain properties under this program.

Water Fluoridation Quality Award

On behalf of the Board, I would like to congratulate Tewksbury's Water Treatment Plant. For the third consecutive year, that the Centers for Disease Control and Prevention (CDC) awarded Tewksbury's Water Treatment Plant the "Water Fluoridation Quality Award." CDC commends communities' water systems for their consistent and professional adjustment of water fluoride content to obtain the optimum level of oral health. Our water system is a method to prevent tooth decay and improve oral health to all of our residents.

Public Health Nursing Services

For the first part of 2013, Virginia Desmond, Public Health Nurse, continued to educate the public. She worked closely with other departments and team members; such as the Sanitarian and School District with the investigations of communicable diseases, food borne illnesses and immunizations. She and the Director attended and participate in Upper Merrimack Valley Public Health Coalition (UMVPHC) with emergency preparedness. The public health nurse also provides limited care and referral services to the public.

Sarah Kinghorn, started with the Board of Health in July 2013 and she now offers various clinics such as Flu, Pneumonia, Blood Sugars, and Blood Pressure Clinics. She works closely with individuals regarding the general public's medical topics. She pays close attention to up and coming public health topics by attending necessary informational meetings, seminars and trainings. She implemented a "Walking Club" to strengthen the Tewksbury resident's health.

Along with the Public Health Nurse's normal responsibilities, they both precept nursing students from various Massachusetts Colleges. Ms. Kinghorn is an active member in Massachusetts Health Officers Association (MHOA) and Massachusetts Public Health Nurse Association (MPHNA).

Environmental Activities

Mr. Dean Trearchis, Sanitarian and Ms. Lou-Ann Clement, Director attended miscellaneous seminars regarding emergency preparedness and response, Substance Use and Prevention and Medical Marijuana Task Force Meetings, IPAD trainings, HazMat Seminars and more. Ms. Clement and Mr. Trearchis are both active members in Massachusetts Health Officers Association (MHOA). Additionally, Mr. Trearchis was been on a leave of absence since May and Mr. Brian LaGrasse, Temporary Part Time Sanitarian joined the team in September, 2 days a week. Mr. LaGrasse brings his public health experienced and has helped the department tremendously with our jammed pack work load.

Beyond the activities of investigating complaints, inspecting various businesses and establishments; the Environmental section performs investigation and follow up of animal bites and continuously monitor numerous beaver dams throughout the Town. Monitoring is performed on a regular basis to observe beaver activity.

Animal Inspector Activities

The Animal Inspectors are responsible for inspecting all livestock and the facilities, complete the state required barn book, and investigate animal bites and quarantine animals as necessary.

TEWKSBURY BOARD OF HEALTH 2013 ACTIVITY REPORT

\$59, 638.42 REVENUES RECEIVED

INSPECTIONS CONDUCTED

Animal Routine	026	Miscellaneous	023
Body Art	002	Mobile Food	001
Complaints Received	376	Mutual Aid	035
Complaints Investigated	611	Offal/septic/medical truck	050
Court Appearances	031	Piggeries	003
Dumpster	028	Recreational Camps	001
Environmental	014	Septic System Abandonment	173
Farm Site Visits	002	Site Plan Reviews	010
Food	163	Swimming Pool	021
Grease Tanks	017	Tanning Booth	003
Group Homes	003	Temporary Food Inspections	018
Hotel	005	Tight Tank Inspections	006
Ice Rink	003	Title V waiver Inspection	001
Livestock	021		

PERMITS ISSUED

Animal Permits	016	Mobile Food Permits	001
Body Art Establishment	001	Offal/Solid/Medical Waste Hauler	117
Catering	001	Piggery	002
Dumpster Permits	037	Pools	014
Food Service Permits	189	Recreational Summer Camps	001
Frozen Desserts	015	Retail Tobacco Sales	038
Funeral Directors	006	Septic Abandonment	012
Hotels/Motels	006	Tanning Booths	002
Ice Rinks	001	Temporary Food Permits	005
Installer License	017	Trailer Parks	001
Milk Permits	002		

NURSING ACTIVITIES

Ambulances	001	Off Site Visits	001
B12 Shots	004	PPD Planted	002
Blood Pressure	162	Pet Sheltering Clinic	001
Blood Sugars	012	Nursing Student(s) Preceptor	001
Consultations	010	Seasonal Flu Clinics	006
First Aid	014	Shingles Vaccinations	016
Individual Health Education	389	Trainings	007
Hepatitis B Vaccine Clinic	005	Vaccinations	060
Home Visits	074		

COMMUNICABLE DISEASES INVESTIGATIONS

Campylobacter	011	Hepatitis C Chronic	022
Giardia	002	Influenza	003
Group A Strep	002	Latent TB	004
Group B Strep	004	Lyme	033
Hepatitis A	001	Measles	001
Hepatitis B Chronic	008	Mumps	001
Norovirus	001	Shigella	002
Pertussis	004	Tuberculosis	001
Salmonella	009	Varicelli	001
Strep Pneumonia	002	Vibro sp.	001
Shiga Toxins	003		

ANIMAL INSPECTOR ACTIVITIES

Cattle Inspections	006	Quarantines	015
Farm Inspections	005		

I would like to take this opportunity and thank the Board of Health members Philip French, Charles Roux, Raymond Barry, Christine Kinnon, and Kathleen Brothers, the Health Department team members, Diane Joy, Senior Clerk Secretary, Sanitarian Dean Trearchis, Public Health Nurse Sarah Kinghorn, Animal Inspector Pamela Gorrasi-Thomas, Recording Secretary Dawn Cathcart and our newest member Brain LaGrasse, Temporary Sanitarian for their dedication and service to the community.

Respectfully submitted:
Lou-Ann C. Clement, C.H.O.
Director of Public Health

Building Department

Edward P. Johnson is the Building Commissioner. He has held that position since June 2009 and prior to his appointment, Edward had been Assistant Building Commissioner for 13 years. He is responsible for all permits, inspections and zoning investigations. Dawn Cathcart and Nancy O’Keefe are both Nationally Certified Permit Technicians who track all these permits, provide staff support and have both demonstrated the expertise in maintaining an excellent office environment and quality customer service. Robert Armstrong is a part-time local inspector to help with the work load. In addition, Harold Sullivan is the part-time electrical inspector and Paul Wild is the part-time plumbing inspector.

Nancy and Dawn handle all DPW permits including trench, street opening and driveway permits. For 2013, the following DPW permits were issued:

Type of Permits	# of Permits	Fees Collected
Trench Permits	227	\$9,170
Street Opening Permits	88	\$10,050
Physical Alterations (Driveway) Permits	73	\$8,330

In 2013, there were 959 building permits issued with a value of work of approximately \$32,016,276. This generated \$342,883 in building permit fees. The number of associated permits (i.e., electrical, plumbing, gas, sheet metal) remained consistent with previous years.

Present activity includes these major housing subdivisions:

	Bella Woods (East Street)	Meadow View Retirement Facility	Hawthorne Retirement Group
Total # of units:	117	33	124
Permitted to date:	32	1 Building	1 Building
Occupied to date:	5	0	0

Commercial projects included:

- Various Tenant Fit-ups for Restaurants, Office and retail space.
- Staples Headquarters - 836 North Street – 495 Business Center
- Children of America – 10,000 SF Day Care Facility – 1563 Main Street
- Metal Office and Warehouse Building – MDR – 1693 Shawsheen Street
- Remodel of Clubhouse – Shawsheen Place
- Addition to Abut’s Liquors – 9,000 SF – 1768 Main Street

Additionally, the department issued 647 wiring permits, 970 plumbing/gas permits, 87 sheet metal permits, 188 sewer entry permits, 17 sewer connection permits, and 100 water permits. Certificates of Inspection were issued to 95 establishments such as restaurants, function rooms, churches and schools or any place of assembly. The Inspectors for the Building Department performed over 2500 inspections.

ON THE HORIZON: (proposed projects to start during 2014)

- Robertson Estates – 26 Single Family Homes. Roadway constructed – Andover St
- Carter Commons – 80 Multi-Family Dwelling Units – Victor Dr/Main St
- Town Hall Renovations
- Eddies Way – 4 Single Family Homes

Following is a breakdown of permits issued during 2013.

Respectfully submitted,

Edward P. Johnson
Building Commissioner

BUILDING PERMITS by CATEGORY TOTALS

Permits Issued:	1/1/13	thru	12/31/13
	<u>NUMBER of PERMITS</u>	<u>VALUE</u>	<u>FEES</u>
Com ADDITION	4	\$902,100	\$9,555
Com CERT of INSP	95	\$0	\$8,424
Com FOUNDATION	1	\$0	\$100
Com MISC	16	\$820,830	\$8,710
Com NEW BLDG	2	\$1,785,000	\$18,150
Com RENOVATION	33	\$3,932,701	\$40,755
Com ROOF	2	\$74,310	\$1,570
Com TEN FIT-UP	17	\$2,539,030	\$27,668
Mun ADDITION	1	\$0	\$0
Mun RENOVATION	2	\$15,800	\$0
Res 40A FEE	2	\$0	\$600
Res ADDITION	39	\$2,840,673	\$30,420
Res DECK	48	\$596,797	\$8,275
Res DEMO	22	\$762,500	\$3,220
Res FAMILY SUITE	12	\$575,742	\$6,960
Res FOUNDATION	64	\$0	\$1,675
Res MFD	3	\$0	\$225
Res MFD/55 - THA	1	\$3,000,000	\$0
Res MISC	7	\$143,194	\$1,650
Res NEW SFD	45	\$8,065,280	\$83,392
Res POOL	33	\$381,176	\$4,975
Res RECORDING	12	\$0	\$6,000
Res REINSPECTION	3	\$0	\$200
Res RENOVATION	259	\$3,550,092	\$46,261
Res ROOFING	100	\$742,102	\$11,130
Res SHED	28	\$136,358	\$1,615
Res SIDING	53	\$915,053	\$11,075
Res WOOD STOVE	20	\$18,056	\$1,000
SIGNS	30	\$172,930	\$8,393
TEMP TRAILER	5	\$46,552	\$885
BUILDING TOTALS:	959	\$32,016,276	\$342,883
Plumbing	533		\$39,965
Gas Permits	437		\$13,700
P&G Reinspections	4		\$100
Electrical Permits	647		\$50,526
Electrical Reinspections	1		\$25
Sheet Metal Permits	87		11,466
<u>SEWER & Water</u>			
Sewer App	188		\$9,630
Sewer Plumbing 116	\$4,640		
Sewer Connections (Tap)	17		\$239,580
Water Permits	100		\$119,305.54

Conservation Commission

The Conservation Commission consists of five members, all of whom are appointed by the Board of Selectmen. The Conservation Commission members are Chairman Stephen Deackoff, Vice Chairman Anthony Ippolito, Dennis Sheehan, Sean Czarniecki and Carolina Linder.

The Conservation Commission is responsible for administering the Tewksbury Wetland Protection Bylaw and the Massachusetts Wetland Protection Act, 310 CMR 10.00 (M.G.L. Chapter 131, Section 40). The Commission's goal is to protect wetland resource areas, buffer zones, vernal pools, riverfront areas, related water resources areas, water quality as well as Open Space in the Town of Tewksbury.

All applications submitted to the Conservation Commission for projects require a public hearing to be held. When all the information for an application is submitted, the Conservation Commission votes to either approve or deny the permit. If approved by the Commission, an Order of Conditions is issued which will provide the mitigation to protect the impact on wetland resource areas as well as related water resource areas. If a permit is denied, the applicant can appeal the decision to the Massachusetts Department of Environmental Protection and the Massachusetts Superior Court.

In 2013, the Conservation Commission Administrator performed many site visits.. All projects located within 100 feet of wetlands and 200 feet of a river and 100 feet from an intermittent stream require a Notice of Intent for proposed work. When an Order of Conditions is then issued, and the project is complete, a Certificate of Compliance is issued. Some projects include single family dwellings, additions, in-ground pools, large multiple housing units, commercial buildings, the sewer improvement work and the drainage and maintenance program by the Tewksbury DPW.

The Conservation Commission has worked diligently in 2013 to protect the natural resources in Tewksbury as many parcels of land are under the management of the Conservation Commission for use as Open Space. All proponents of certain activities within 100 feet of a wetland resource area and within 200 feet of perennial streams and within 100 of intermittent streams are advised that permits from the Conservation Commission are required to comply with local and state regulations as well as federal regulations. The Tewksbury Wetland Protection Bylaw stipulates a 25 foot no disturb zone and a 50 foot no build zone adjacent to the wetland resource area as well as regulated activity within 200 feet of a vernal pool, 200 feet of a Perennial stream or river and within 100 feet of all intermittent streams. Additionally, the Tewksbury Conservation Commission acquired the property located at 2000 Whipple Road. Its close proximity to the Shawsheen River currently serves as a riparian buffer and has additional potential value for recreational and conservation.

The Conservation Commission meets on the first and third Wednesday of each month. All Conservation Commission meetings are open to the public and held in the Town Hall Auditorium beginning at 7:00 P.M. and are televised on the local cable channel.

The Conservation Office which is part of the Department of Community Development is located in the DPW Building located at 999 Whipple Road and is open to the public from 7:30 A.M. to 4:30 P.M. Monday through Friday.

Respectfully submitted,
Kyle Boyd
Conservation Administrator

Planning Board

The Tewksbury Planning Board consists of five-elected town residents. The Planning Board Officers are Vincent Spada, Chair, David Plunkett, Vice Chair, and Nancy Reed, Clerk. Other members of the Board include Stephen Johnson and Robert Fowler.

The Planning Board reviews all new commercial projects and residential subdivisions proposed for construction in Town. The Planning Board, working with the Building Commissioner and the Community Development Director, is responsible for ensuring that new developments comply with land use regulations. The Planning Board strives to strike a balance between a landowner's right to develop and the interests of neighbors and the Town as a whole.

The Planning Board issued fourteen special permits for various projects ranging from signs, cellular antenna locations and open space residential design (OSRD) subdivisions. Nineteen residential lots were created under the three approved OSRD subdivisions.

The Planning Board endorsed seven plans that were found not to require subdivision approval. The Planning Board also approved eight non-substantial determinations, one extension of special permit and one modification to a special permit.

In addition to fulfilling its statutory duties as a special permit grant authority and subdivision control authority, the Planning Board continued to support additional initiatives. Members of the Planning Board's Zoning Bylaw Subcommittee include David Plunkett, Nancy Reed and Vincent Spada. The Subcommittee proposed nine articles for Town Meeting action.

Board members are very active serving as representatives to the Northern Middlesex Council of Governments-David Plunkett, Local Housing Partnership-Nancy Reed, Community Preservation Committee-Nancy Reed, Economic Development Committee-David Plunkett, Tewksbury Green Committee- Robert Fowler.

The Planning Board is committed to a long term effort to implement the Master Plan's vision, goals and recommendations to enhance future growth and land use and improve the quality of life for Tewksbury residents. In 2013 the Planning Board will begin an update of the 2003 Master Plan.

Respectfully submitted,

Vincent Spada, Chair
Planning Board

Community Preservation Committee

The Community Preservation Committee (“CPC”) includes representatives from town boards and committees and one at large citizen member. In 2013, the CPC members were: Nancy Reed, Donna Pelczar, Doug Sears, Tom Churchill, Linda Brabant, Steve Deackoff and Richard Montuori.

The Community Preservation Act (“CPA”, MGL Chapter 44B) is statewide enabling legislation allowing cities and towns in the Commonwealth of Massachusetts to adopt a property tax surcharge with revenues from this surcharge (plus state matching funds) to be used for open space preservation, creation of community housing, preservation of historic buildings and landscapes, and creation of recreation opportunities.

The CPC requires that all proposed projects be eligible for CPA funding according to the requirements described in the legislation. At least 10% of the funds received in any fiscal year must be spent or set aside for each of the first three of those areas (open space, historic preservation and community housing). The remaining 70% of each year’s funds can be spent or reserved in any of the four areas. In addition, up to 5% of the annual Community Preservation revenues can be spent on administrative and operating expenses of the CPC.

All CPA funding requests require the recommendation of the project by the CPC to Town Meeting, and a majority vote of Town Meeting.

The CPC is currently overseeing or saw completion of the following projects in 2013 that were awarded by previous Annual Town Meetings (ATM) and Special Town of Meetings (STM):

Livingston Parks/Recreation, Drainage – Awarded STM, May 9, 2007 - \$150,000. Recreation sought funds to keep the park’s land areas from further harm by providing proper drainage to the Recreation areas that are threatened due to improper drainage. Costs also include Survey and Engineering. This project is currently pending land transfer from the State of Massachusetts. The State has agreed to transfer this land, as of this writing, the Town and the CPC await final deed transfer to move ahead with this project.

Town Hall Rehabilitation Project – Awarded STM Oct. 5, 2010. The Town of Tewksbury sought funds to rehabilitate our historic Town Hall. CPA funds were approved at town meeting totaling \$6,103,303. This project honors the historic architectural significance of the structure and its surroundings, while serving future residents in a manner consistent with its original intended use. In 2011 a Project Management firm was selected, in 2012 an Architect was chosen. Continued design will proceed and construction is anticipated to begin in 2014.

Long Pond Remedial Action Section 319 Grant Application Matching Funds – Awarded STM October 2009, \$120,000 from the Community Preservation Fund’s Open Space Reserve Account to be expended subject to a successful Clean Water Act, Section 319 Grant Award of up to \$225,000 for implementation of approximately 25 of the 164 restorative and protective action locations (BMPs) as described in the 2008 Long Pond Study. The Grant requires a 40% match and the set aside of these CPA funds will allow the Town to apply for the Grant. State approval of the grant award has been received as well as final approval from the EPA in 2011. The project is underway, including neighborhood outreach and High School student participation in the field and in class.

Livingston Street State Cemetery Preservation, Clean-up and Fence - Awarded STM October 2009, \$15,000 to clean-up and fence-off an existing State Hospital Cemetery which is on a portion of the land to be transferred to the Town, subject to the Tewksbury State Hospital and State Division of Asset Management transfer of land known as the Saunders Recreational Facility to the Town of Tewksbury. May Town Meeting 2010 approved an additional \$27,000 for additional funding for the fence, which is proposed to be a wrought iron style rather than the previously approved funding for a chain link style fence. The State has agreed to transfer this land, as of this writing, the Town and the CPC await final deed transfer to move ahead with this project.

Town Hall Records Preservation - Awarded STM October 2009, \$50,000 from the Community Preservation Fund’s Historic Preservation Reserve Account to be expended by the Town Clerk to recover, preserve and protect Town records and archives. Part of this project is to fund recovery of 225.5 cubic feet of damaged documents due to water damage and high humidity in the Town Hall. This effort will be coordinated with the renovation and preservation of the Town Hall. Also awarded are \$375,000 CPA funds at May Town Meeting 2010 to complete this project.

In 2011, the Town Clerk began the comprehensive project to digitize all of the 80,000+ vital records at the Town Hall, to be completed in early 2012. In addition to the preservation of the records, this digitalization will increase efficiency at the Town Clerk’s office by enabling staff to retrieve records directly from their desktop computers.

In 2013, the Town Clerk oversaw the temporary relocation of the Town Hall to the Pike House. The awarded 2009 damaged archives project was completed and the 2010 awarded project has begun.

In May 2011 an application was submitted and subsequently in November 2011, the U.S. Department of Housing and Urban Development announced its 5.3 million dollar grant award for the HUD Section 202 Senior Housing in Tewksbury. In May 2008, Town Meeting approved Tewksbury Community Preservation Funds of \$150,000 which were attached in support of the grant application for construction of 32 Affordable Senior Supportive Services Housing units off Livingston Street, near Saunders Circle. Construction began late Spring 2013. This housing is on schedule to open in June 2014.

Ella Flemmings School: In May 2012, the School Department was awarded \$275,000 in CPA funds to rehabilitate the historic Ella Flemmings School, 1503 Andover Street, including expenses as necessary for replacement of the boiler and exterior rehabilitation including roof, trim boards, doors, windows, siding, exterior paint and the like. In 2013 the Town and the School Department sought an architect to oversee this project.

Five New Tennis Courts: In October 2012, the Town voted to appropriate the sum of \$375,000 to create a new recreational use through construction of 5 new tennis courts and associated fence on the campus of Tewksbury Memorial High School, at the request of the Town Manager and the Friends of Tewksbury Tennis. Construction began Summer 2013 and is almost completely finished as of this writing.

Tewksbury Rail Trails Study: At May Annual Town Meeting 2013, the Town voted to approve \$35,000 for the purpose of developing a bicycle and walking trails feasibility study. A Bicycle & Pedestrian Advisory Committee has been established by the Selectmen and work progresses to begin this Study.

Wamesit Indian Statue Restoration: At May Annual Town Meeting 2013, the Town voted to appropriate the sum of \$7,500 for the restoration and preservation of the Wamesit Indian Statue. This included a soft sandblasting to remove corrosion, replacement of bronze patina and the addition of a protective coating. This project was completed in the fall of 2013.

Athletic Field: At May Special Town Meeting 2013, the Town voted to approve \$600,000 for the construction of an Athletic Field at the new High School campus. This project had matching funds from a PARC Grant and private funds from the Friends of the Tewksbury Athletic Complex. This project was completed in the fall of 2013.

Playground Rehabilitation: At October Special Town Meeting 2013, the Town voted to approve \$350,000 to rehabilitate existing playgrounds at the Town's Elementary Schools, the playground site at Livingston Street Recreation Area, including and surrounding Funway Park.

The Community Preservation Committee looks forward to working on these and future proposals that contribute to the overall community benefits inherent to the Act.

Respectfully submitted,

Nancy Reed, Chair
Community Preservation Committee

Finance Department

Accounting Reports

*Board of Assessors
Computer Services*

Treasurer's Cash

Auditors Report

General Fund Balance Sheet

**GENERAL FUND
BALANCE SHEET
June 30, 2013**

ASSETS

General Cash		7,863,212.08
Collector	300.00	
Appeals	200.00	
Schools	50.00	550.00
Uncollected Taxes:		
Personal Property:		
	53.04	
	54.32	
	121.44	
	169.52	
	821.86	
	1,921.14	
	12,687.58	
	5,379.53	
	6,408.08	
	5,770.00	
	16,579.36	
	14,166.44	
	20,841.69	
	23,587.75	
	30,420.29	138,982.04
Real Estate:		
	-	
	832.85	
	5,511.67	
	9,169.22	
	694,509.01	710,022.75
Motor Vehicle Excise:		
	(0.60)	
	14,290.23	
	15,926.43	
	16,716.52	

Deferred Revenue:		
Real/Personal Taxes	(1,151,624.27)	
Supplemental RE Taxes	-	
Tax Titles/Possessions	2,567,114.72	
Deferred Taxes	231,934.99	
Motor Vehicle Excise	487,377.05	
Boat Excise	10,710.00	
Ambulance Service	1,083,728.93	
Trash Carts	1,738.00	
Veterans Benefits	274,627.21	3,505,606.63
TOTAL LIABILITIES		8,295,133.97

Fund Balances:		
Encumbrance Reserve	497,988.56	
Reserved for Expenditures	591,995.00	
Teachers Pay Deferral	(866,732.00)	
Petty Cash	550.00	
Unreserved/Undesignated	4,491,471.99	
Reserved for Future Year Debt	826,967.17	
Snow/Ice Deficit	(466,994.66)	
TOTAL FUND BALANCES		5,075,246.06

Total Liabilities/Fund Balances **13,370,380.03**

SPECIAL FUNDS

Town Revolving/Grant Accounts

Insurance <20K Police	1,654
Insurance <20k DPW	2,504
Arts Lottery	5,429
Planning Engineering	172
Planning Sidewalks	34,520
Recreation Programs	-
Planning Consult-Existing	2,028
Planning Consult-New Projects	60,796
Conservation Consult-New Projects	9,637
ZBA Comprehensive	14,900
SASO Deposits	21,585
Stormwater	1,920
Street/Traffic Signs	758
Community Preservation Fund	2,025,240
Parks & Recreation	11,402
Record Preservation	38,145
COA Revolving	(1,381)
BOH Emergency Kits Revolving	-
GIS Revolving	52,720
Tax Title	45,444
State Election/Primary	30,011
Selective OT	(266)
BT Response	1,235
COA Grant	14,880
Library LSTA	766

Library Aid State Grant	26,528
SAFE Grant	2,696
Municipal Recycling Incentive	1,368
Bulletproof Vests	7,313
Hazard Mitigation Grant	99,734
PARC Program	(250,000)
Assistance to Firefighters Grant	1,952
FED Equitable Sharing	41,710
Priority Dev. Site Chap 43D	10,934
State 911 Training Grant	(16,452)
Traffic Enforcement	(1,000)
Long Pond BMP 319 Grant	(20,007)
Green Community	(38,663)
FY10 Assistance to Fire Fighters	(6,926)
FY10 EMPG FD	(37)
Reg. Resiliency Assess	(8,434)
Child Passenger Safety	(758)
Rte 133 Improvements	27,367
Cable TV Gift	22,379
DARE Gift	220
Fire Gifts	1,985
Thermal Camera Gift	351
Dog Pound Gift	500
Vicor Sewer	6,584
Homecoming Gifts	2,060
Library Gifts	6,132
Hydrant Gift	229
Recycling Committee	3,161
Police Gifts	4,537
DPW Gift	250
Tax Assistance	8,607
Town Manager Gifts	91
Hanover	194,158
Library Scholarship	24
Praxair/Library Gift	103
Dog Gifts	83
Tewksbury Economic Development	47
Planning Brd Gifts	32,350
MIIA- Sewer Plow Monitor	(5,000)
March 2010 Storm Damage	212,982
Boston Marathon Bombint	(18,621)
East Street Water Service Gift	15,000
Walmart/Wamesit Indian	21,711
Shawsheen Place	1,488
Weights/Measures Fines	1,252
Drug Forfeitures	15,994
COA Stipends	1,170
Conservation Engineering	2,540
Wetlands Protection Fund	29,219
Police Special Detail	112,775
Fire Special Detail	3,901
Community Dev Sewer Design	575
St. Claire Sewer Escrow	40,200
Youth Football Phone	41
Dog Fund	24,423

Sporting Fees	591
Fire Hazmat	5,554
Recycling/Composting Bins	2,304
ZBA Consulting	763
Woburn Street Improvements	25,000
Drainage Deposits	10,000
Bond Revocation	10,000
Disaster Relief	1,433
Compensation Funds	3,181
Oakdale Plaza	48,000
Firesetters Intervention Program	563
MAPC Police Training	1,736
Pl Bd Affordable Housing	40,000
Code Enforcement	200
Revaluation	<u>911</u>
Total Town Revolving/Grant Accounts	<u>3,145,161</u>

School Revolving/Grant Accounts

School Lunch	296,225
Athletics	48,600
Textbooks	3,132
Adult Education	32,428
School Facilities Rental	19,740
Extended Day	76,685
Dewing Insurance <20K	6,880
Heathbrook Insurance <20K	2,188
High School Insurance <20K	110
Ryan School Insurance <20K	2,541
Trahan Insurance <20K	14
Heathbrook Rental	11,604
Pre School	78,931
Full Day Kindergarten	289,233
Special Ed Circuit Breaker Reimb	915,766
H S Parking Fees	1,225
H S Clubs	62,664
H S Athletic Fees	71,287
Wynn Sch Athletics	13,634
Wynn Sch Clubs	6,488
Ryan Sch Clubs	4,483
PSAT	4,855
P.A.L. Custodians	(682)
Recreation Custodians	(458)
School Rec	3,526
School rec Basketball	5,439
Community Ed-Rec	16,155
Team Chair	2,481
Academic Support	332
Project Charlie	667
Remedial Reading	1,342
Early Childhood	(3,702)
Sped Improvement	(1,557)
Sped 240 Grant	(10,128)
Enhanced Health	720
Enhanced Education	20

Improving Educator Quality	(19)
Fuel Up to Play 60	2,226
Big Yellow School Bus	1,200
K12 Literacy Partnership	(3,250)
Crisis Intervention	197
High School Partnerships	(414)
Title 1 School Support	(13,003)
Title IIA-Education Quality	(23,728)
Music Drives Us	4,391
HB Verizon Award	2,464
Verizon FIOS Campaign	1,475
Digital Gift	2,287
School Technology Gift	205
Walmart Gift	1,625
DARE	442
School Gifts	19,457
Scholarship Gifts	1,000
Space Day	2,608
Lan Gift	250
Scholarship Fund	640
Education Fund	3,012
Tewksbury Rocks	293
TMHS Band Gift	500
E-Rate	32,425
HS Gifts	1,274
Long Range School Space Planning	3,034
Total School Revolving/Grant Accounts	<u>2,003,454</u>

Capital Projects

Water Plant Expansion	8,000
Wash Bay/Windows	40,643
Center Fire Improv	10,000
DPW Building Improv ATM 5/01	100,000
River Rd Water Imp ATM 5/0	116,847
Town Hall CPA Restoration	1,444,512
Annex Roof STM 10/29 Article	52,959
Ella Fleming School CPA	275,000
Long Pond	120,000
Wamesit Indian Statue	7,500
Rail Trail	35,000
Athletic Field	430,866
Tennis Courts	375,000
TMHS Construction STM 3/10	<u>4,521,518</u>
Total Capital Projects	<u>7,537,845</u>

Articles

Town Manager	43,118
	15,552
Accounting	376,987
	132,909
	58,539

Assessor	100,000
Police	38,661
Fire	28,290
School	1,960
	81,092
	221,480
	253,960
	89,645
	29,774
	3,631
DPW	747
	5,800
	169,985
Total Articles	<u>1,652,132</u>
Sewers	
Phase IV	-
Fire Station/Trahan	=
Total Sewers	=
Mass Highway Grants	
Chapter 90 Projects	(465,883)
Chapter 90 East/Livingston Traffic Lights	(1)
Chapter 90 Dascomb/East Sign	(17,686)
River Road	(5,805)
Chapter 90 East St Roadway & Drainage Improvement	(5,615)
Total Mass Highway Grants	<u>(494,990)</u>
Trusts	
Conservation	83,475
Foster	25,273
Pierce	1,669
Cemetery	23,508
Stabilization	2,756,785
Fairgrieve	184,239
Mahoney	1,545
Friend's of Library Endowment	27,231
Affordable Housing	2,339,157
Fire Equipment Stabilization	11,179
Fire Gear Stabilization	-
OPEB	-
Health Insurance	6,023,193
Occupational Injury	-
Health Insurance Mitigation	<u>127,000</u>
Total Trusts	<u>11,604,252</u>
Bank Books/Bonds in Treasurer's Custody	
Planning Projects	344,610

Conservation Commission	209,830
Sewer Installers Bonds	35,500
Snack Bar Sec. Dep	<u>288</u>
Total Bank Books in Treasurer's Custody	<u>590,228</u>

Agency Funds

Deputy Collector	(189)
Criminal History Board	(10)
Parks Security Deposit	1,300
Teen Center Snack Bar Deposit	-
Special Details	5,639
Real Estate Deposits	-
Student Activities	90,062
ZBA Deposits	31,163
Invoice Cloud	70
Action Ambulance	
Total Agency Funds	<u>128,036</u>

Debt Outstanding

Library	635,000
Police Station	235,000
Annex Roof Repairs 10/9 #7	90,000
Ryan School	750,000
Center School Tank	40,000
DPW Tank Removal	40,000
Town Hall Annex	90,000
Sewer Phase 4 Town	764,774
Sewer Phase 5 Town	105,076
Sewer Phase 4 Trust	614,750
Sewer Phase 5 Trust	511,471
MWPAT 2 10/04	5,335,667
WTP Sludge	30,200
Water Mains 5/96	130,000
WTP Expansion	639,800
Water Mains 10/98	75,000
WTP Expansion 3	1,114,000
Water Anthony Rd	164,000
Seneca Road Sewer	223,000
Water System 10/03	580,000
Brentwood/Kendall Water	100,000
Water System 5/03	128,500
Sidewalks	40,000
Town Wide Sewer 5/6/08	330,000
Town Wide sSewer STM 10/02 #1	83,165,650
Water System PH8 10/04	462,000
Refi Ryan School	5,610
Refi "00" Water	284,330
Refi "00" Bldg Remodel	80,090
Refi "00" Bldg Fire	471,090
Refi "00" Sewer One	117,590
Refi "00" Sewer Two	19,695
Refi "02" Water	126,000
Refi "02" Water Treatment	36,000

Refi "02" School One	855,000
Refi "02" School Two	1,485,005
Refi "02" Sewer Bonds	152,995
Refi Town Hall Annex	46,595
Water Meters 5/06 #11	50,000
Fire Hydrants 5/06 #10	48,000
Water Tank	195,000
Water Shawsheen St 5/06 #9	24,000
Wash Bay & Windows	10,000
Water System Improv 5/06 #8	420,000
Sutton Brook Rem 10/05 #2	40,000
Senior Center Const	2,670,000
Fire Hydrants 5/05 #12	48,000
Water Sys Improv 5/05 #10	180,000
Water Meters 5/05	220,000
Water Interconnect 5/05 #3	28,000
Repair Sewer Pumps 5/05 #15	1,510,000
Water System Improv 5/07 #9	160,000
Fire Hydrants 5/07 #10	60,000
Water Meters 5/07 #11	500,000
Water Storage Expan 5/08 #12	275,000
Fire Hydrants 5/08 #11	10,000
Water Meters 5/08 #12	450,000
Water Meters 5/09 #10	540,000
Fire Hydrants 5/09 #9	10,000
Water Meters 5/10 #9	400,000
Sewer Pumps 5/07 #15	360,000
TMHS Study 5/08 #2	560,000
DPW Building 5/09 #15	140,000
Ames Hill Tank 5/09 #18	350,000
Water River Rd 5/06 #16	410,000
MRS Early Retirement 5/09 #17	900,000
TMHS Construction 3/10 #1	27,900,000
School New Elem 3/97 (Reti)	-

Total Maturing Debt

138,541,888

Loans Authorized/Unissued

Sewer Pumps 5/05 #15	-
TMHS Study 5/08 #2	-
DPW Building 5/09 #15	100,000
Water River Rd 5/09 #16	-
MRS Early Retirement 5/09 #17	-
Ames Hill Tank 5/18 #18	25,000
Annex Roof 10/09 #7	-
Annex solar Panel 10/09 #8	85,000
TMHS Construction 3/10 #1	13,766,582
Road Drainage Improvements 5/10 #2	3,000,000
Water Meters 5/10 #9	-
Town Hall STM 10/10 #3	4,600,000
Water System Improvement 5/05 #10	-
Town Wide Sewer 5/08 #1	-
Bike Path 10/97 #9	-
Senior Center Exp 5/01 #8/23	-

Michael St
Waterlines 5/12 #17

-

Total Loans Unissued

21,576,582

DEBT ACTIVITY

	<u>Principal</u>	<u>Interest</u>
Senior Center	220,000	126,375
DPW Building	20,000	4,700
Police Station	240,000	10,063
Library	160,000	21,050
Fire Station	611,110	20,758
Ryan School	376,490	50,165
Wynn School	2,600,000	63,635
School Furn/Compt	-	-
Center School Tank	10,000	1,325
Main St Sewer	-	-
Phase 4 Town	285,975	3,841
Phase 5 Town	42,774	643
Seneca/Navillus	6,000	10,104
MWPAT Sewer	261,254	15,776
Green Meadow	170,000	4,161
Sewer Pump Station	20,000	13,250
Master sewer	3,003,400	3,719,374
Water Meter (River Rd)	55,000	15,400
Water Meters	50,000	15,000
Town Hall Annex	96,185	6,847
Truck/Bay Windows	20,000	2,225
Sidewalks	12,089	-
Sidewalks	-	-
Building Roofs	10,000	4,526
DPW Tank Removal	92,600	1,175
Water Mains ATM 5/96	30,000	4,281
WTP EXP Residuals 3	488,766	32,010
Water Mains STM 10/98	15,000	2,450
Water Exp Residuals 3	260,000	54,281
Water - Anthony Rd	15,000	7,186
Water - Roger St	140,000	3,427
Water - System Ph 7	55,000	25,178
Water - Brentwood/Kendall	10,000	4,341
Water - Water System ph 6	11,500	5,631
Water - Ph8	48,000	22,178
Water - Tank	29,000	9,474
Water - System improvement atm 5/07	10,000	5,850

Water - Fire Hydrants #1	15,000	1,931
Water - Storage	25,000	10,500
Water - Fire Hydrant #4	10,000	700
Water - Water Meters #4	90,000	15,750
Water - Water Meters #5	90,000	18,450
Water - Fire Hydrants #5	10,000	700
Water - Ames Hill Tank	50,000	11,750
Water - Water Mains	157,465	15,038
Water - MWPAT	326,967	109,983
Water - Water Meters #2	110,000	17,463
Water - Fire Hydrant #3	12,000	2,760
Water - Shawsheen St Water Main	6,000	1,380
Water - Water System Improvement	70,000	13,913
Water - Fire Hydrants #2	12,000	2,760
Water - System improvement atm 5/05	45,000	10,350
Water - Water Meters #1	56,000	11,857
Water - Water Interconnection	7,000	1,610
Tewksbury High School	1,550,000	1,026,875
Tewksbury High School Dsgn	45,000	20,775
Landfill	10,000	2,300
	-	-
	<u>12,172,575</u>	<u>5,583,524</u>

Revenue Report

Taxes/Interest/Penalties:

Personal Property	3,875,372.47	
Real Estate	61,214,335.23	
Supplemental Taxes	172,017.64	
Deferred Taxes Redeemed	17,584.38	
Tax Liens Redeemed	738,999.11	
Foreclosure Vacated	-	
Tax Possession Sold	-	
Gain on Sale of Town Land	-	
Motor Vehicle Excise	3,920,582.26	
Boat Excise	2,929.26	
Penalties/Interest/Legal:		
Tax Titles	173,961.33	
Real/Pers/MVX/Boat	132,529.33	
Payments in Lieu of Taxes	7,952.41	
Assessor 38D	-	
Proforma Taxes	-	70,256,263.42

Charges/Fees:

Ambulance Charges	930,656.17	
Municipal Lien Certificates	54,875.00	
Collector Demands	132,316.66	
RMV Releases	27,545.50	
Trailer Park Fees	22,176.00	
Constable Fees	302.50	
Sundry Rentals	-	
Tower Rentals	480,608.09	
Miscellaneous	25,040.57	
Premium on Bond Sales	59,574.96	1,733,095.45

From the Commonwealth:

Abatements:

Surviving Spouses/Veterans/Blind	15,060.00	
Schools:		
Chap. 70 Aid	12,472,939.00	
Transportation	4,433.00	
Charter Schools	215,539.00	
Police Incentive	-	
Veterans Benefits	150,029.00	
MEMA Reimbursement	-	
Lottery	2,354,150.00	
State Election Reimbursement	-	
State-Owned Land	144,644.00	
Medicaid Reimbursement	172,883.42	
Municipal Relief Act	-	15,529,677.42

Other Revenue Sources:

Hotel Tax	687,085.24	
FEMA Federal Reimbursement	-	
Investment Earnings	38,356.76	
Meals Tax	499,178.69	
Medicare D Reimbursement	254,679.17	
DPW Damage Recovery	-	
NESWC Refunds	-	
Sale of Fixed Assets	-	
Misc Reimbursements	-	
Transfers from Special Funds	24,303.96	
Transfers from Trust Funds	-	
Transfers from Treasurer Revenue	-	1,503,603.82

Departmental Fees:

Manager/Selectmen	737.17
Cable Franchise	417,545.15

Assessors	2,186.00	
Treasurer/Collector	13,951.44	
Clerk	39,988.27	
Conservation	-	
Planning	19,804.02	
Appeals	2,000.00	
Police	6,144.71	
Towing Fees	10,580.00	
Special Detail Adm.- Police	54,635.26	
" " " - Fire	964.40	
Fire Inspections	8,200.00	
Fire	622.45	
Building	23,547.00	
Wiring	47,268.21	
Plumbing	41,695.00	
Weights/Measures	10,840.00	
Trash Carts	33,926.00	
CRT Collections	-	
Hazardous Waste	-	
Health Miscellaneous	632.29	
Dog Fees	-	
DPW	80.00	
	-	735,347.37

Licenses/Permits:

Alcoholic Beverages	87,200.00
Selectmen	12,525.00
Police	14,375.00
Fire	20,180.00
Building	344,199.74
Public Works	-
Street & Sidewalk Openings	

	8,150.00	
Trench Safety	6,800.00	
Physical Alteration	8,950.00	
Health	49,780.00	552,159.74
Fines:		
State/Local Courts	68,887.80	
False Alarms	950.00	
In Lieu of Fines	6,000.00	
Library	16,431.73	
Parking	17,129.60	
Marijuana	1,200.00	
Weights & Measures	-	
Zoning	100.00	110,699.13
Total General Fund Revenue		90,420,846.35

Appropriation Recap

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	450.00	0.00	450.00
Operating	75.00	0.00	75.00
SELECTMEN			
Salaries	26,384.00	25,651.21	732.79
Operating	139,271.74	137,141.94	2,129.80
MANAGER			
Salaries	261,659.00	261,658.57	0.43
Operating	4,498.00	4,118.80	379.20
FINANCE COMMITTEE			
Salaries	2,515.00	1,474.97	1,040.03
Operating	679.00	326.00	353.00
Reserve Fund	2,385.70	0.00	2,385.70
ACCOUNTING			
Salaries	191,933.37	191,701.37	232.00
Operating	25,714.90	11,361.14	14,353.76
Outlay	0.00	0.00	0.00
COMPUTER SERVICES			
Salaries	134,030.79	133,856.73	174.06
Operating	238,030.05	235,445.84	2,584.21
Outlay	38,869.00	38,506.51	362.49
ASSESSORS			
Salaries	214,394.72	214,072.63	322.09
Operating	33,829.75	23,467.56	10,362.19
Outlay	0.00	0.00	0.00
TREASURER/COLLECTOR			
Salaries	257,270.60	256,296.74	973.86
Operating	121,286.70	100,024.48	21,262.22
TOWN COUNSEL	178,511.41	175,124.11	3,387.30
PERSONNEL REVIEW BOARD	0.00	0.00	0.00
ADMIN. SERVICES			
Salaries	44,430.75	44,475.95	(45.20)
Operating	14,821.33	13,768.88	1,052.45
CLERK			
Salaries	177,097.23	177,097.23	0.00
Operating	13,006.47	13,006.47	0.00
Outlay	0.00	0.00	0.00

ELECTIONS			
Salaries	34,424.09	34,375.58	48.51
Operating	12,796.61	12,680.60	116.01
REGISTRARS			
Salaries	2,850.00	2,850.00	0.00
Operating	700.00	600.00	100.00
PLANNING			
Salaries	222,077.25	220,529.21	1,548.04
Operating	24,285.00	23,650.68	634.32
Outlay	0.00	0.00	0.00
CABLE TV			
Salaries	2,160.00	2,076.72	83.28
Operating	969.00	330.22	638.78
TOWN HALL			
Salaries	42,671.31	42,584.90	86.41
Operating	51,320.30	47,239.57	4,080.73
AUXILIARY BLDG. UTILITIES			
	35,584.12	32,580.94	3,003.18
POLICE			
Salaries	5,108,860.68	5,094,421.24	14,439.44
Operating	663,639.05	637,744.84	25,894.21
Outlay	129,452.00	129,452.00	0.00
FIRE			
Salaries	4,188,063.00	4,188,063.00	0.00
Operating	374,057.96	357,425.21	16,632.75
Outlay	0.00	0.00	0.00
BUILDING			
Salaries	229,405.99	222,400.43	7,005.56
Operating	6,010.00	5,891.66	118.34
Outlay	0.00	0.00	0.00
EMERGENCY MANAGEMENT			
Salaries	4,637.00	4,637.00	0.00
Operating	35,436.42	25,558.27	9,878.15
Outlay	0.00	0.00	0.00
PARKING CLERK			
Salaries	4,000.00	4,000.00	0.00
Operating	1,200.00	555.00	645.00
SCHOOLS			
Salaries	25,166,152.28	25,165,839.29	312.99
Operating	23,193,822.19	22,797,267.45	396,554.74
Outlay	0.00	0.00	0.00

REGIONAL VOCATIONAL SCH.	5,625,001.00	5,625,000.96	0.04
DPW ADMINISTRATION			
Salaries	146,646.62	145,912.98	733.64
Operating	77,890.12	61,865.14	16,024.98
Outlay	0.00	0.00	0.00
DPW ENGINEERING			
Salaries	64,782.50	62,169.24	2,613.26
Operating	3,387.50	2,732.36	655.14
DPW HIGHWAY			
Salaries	481,896.73	445,404.37	36,492.36
Operating	180,768.16	154,944.85	25,823.31
Outlay	0.00	0.00	0.00
DPW FORESTRY			
Operating	54,150.00	37,545.68	16,604.32
Outlay	0.00	0.00	0.00
DPW FLEET			
Salaries	123,333.81	120,303.39	3,030.42
Operating	106,613.36	104,100.18	2,513.18
Outlay	0.00	0.00	0.00
DPW ELECTRIC			
Operating	5,582.50	5,463.00	119.50
Outlay	0.00	0.00	0.00
SNOW / ICE			
Salaries	95,000.00	100,712.66	(5,712.66)
Operating	146,000.00	607,282.00	(461,282.00)
STREET LIGHTING	160,000.00	159,133.76	866.24
CEMETERY	3,000.00	3,000.00	0.00
RUBBISH			
Rubbish Collection	1,389,217.00	1,386,209.40	3,007.60
Rubbish Disposal	721,520.63	716,551.88	4,968.75
Condo Trash Collection	0.00	0.00	0.00
Legal Services	5,000.00	814.50	4,185.50
Sutton Brk Remediation	300,000.00	300,000.00	0.00
Recycling Programs	2,300.00	1,880.64	419.36
Rubbish Stabilization	0.00	0.00	0.00
HEALTH			
Salaries	211,395.39	209,399.07	1,996.32
Operating	10,321.05	9,578.07	742.98
ELDERLY			
Salaries	154,892.14	154,608.32	283.82
Operating	79,741.22	79,139.15	602.07

Outlay	0.00	0.00	0.00
VETERANS SERVICES			
Salaries	50,378.44	50,343.77	34.67
Aid/Operating	312,350.00	304,809.78	7,540.22
EXCEPTIONAL CHILDREN			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
COMMUNITY EVENT	3,180.29	3,180.29	0.00
LIBRARY			
Salaries	659,974.83	660,679.00	(704.17)
Operating	253,086.24	249,220.72	3,865.52
RECREATION			
Salaries	74,029.20	73,569.75	459.45
Operating	54,730.00	52,898.39	1,831.61
Outlay	0.00	0.00	0.00
DEBT/INTEREST			
Principal	2,375,167.97	2,371,421.11	3,746.86
Interest/Debt	2,060,039.03	2,060,039.03	0.00
Interest/Temp. Loans	1,000.00	333.33	666.67
EMPLOYEE BENEFITS			
Retirement	4,302,044.00	4,302,044.00	0.00
Teachers E.R.I.	0.00	0.00	0.00
Occup.Injury Reserve	80,800.00	80,800.00	0.00
Unemployment Comp.	9,360.62	2,326.82	7,033.80
Group Insurance	3,972,920.99	3,972,920.99	0.00
Medicare	182,244.00	181,573.81	670.19
FIRE /LIABILITY INSURANCE	322,900.00	322,012.16	887.84

Sewer Enterprise Fund Balance Sheet

SEWER ENTERPRISE FUND BALANCE SHEET June 30, 2013

ASSETS

Cash		3,901,849.06
Sewer Connections		
FY06	1,800.00	
FY07	-	
FY08	436.81	
FY09	325,226.34	
FY10	576,467.55	
FY11	12,000.00	
FY12	-	915,930.70
Sewer Rates		
FY09	7.73	
FY10	388.07	
FY11	749.30	
FY12	6,472.42	
FY13	963,605.51	971,223.03
Sewer Liens		
FY12	241.26	
FY13	53,396.26	53,637.52
Sewer Connection Liens		
FY13	32,173.44	32,173.44
TOTAL ASSETS		5,874,813.75

LIABILITIES/RESERVES

Warrants Payable		-
Accrued Payroll		-
Bans Payable		-
Special Detail Payable		-
Deferred Revenues		
Sewer Connection	920,610.70	
Sewer Lien	81,130.96	
Sewer rate	971,223.03	
Rates	-	
Liens	-	1,972,964.69
TOTAL LIABILITIES		1,972,964.69

FUND BALANCES:

Encumbrance Reserve	623,378.64
Reserved Expenditures	111,931.00
Reserve for Future Debt	14,551.22
Unreserved/Undesignated	3,151,988.20

TOTAL FUND BALANCES	3,901,849.06
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Total Liabilities/Fund Balances	5,874,813.75
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Sewer Enterprise Fund Revenue Report

REVENUE

Sewer Enterprise Fund

Bond Premiums	(2,569.00)
Interest	41,727.42
Demand Fees	14,746.85
Connection Fees	1,036,939.01
Sewer Rates	4,692,737.03
Sewer Liens	677,948.22
Drainlayer Renewal Fees	6,000.00
Application Fee	7,490.00
Miscellaneous Revenue	195.00
State Aid	-
Investment Earnings	16.75
Transfer From G/F	285,663.98

Total Sewer Enterprise Fund Revenue

6,760,895.26

Sewer Capital Recap

	EXPENDED	
Construction	16,871.59	
Generator	-	16,871.59
Sewer Pumps		
Overtime	7,112.79	
Repairs and Maintenance	5,507.12	
Engineering Services	343,896.27	
Easements	1,970.16	
Other Expenses	14,263.96	
Construction	2,029,449.70	2,402,200.00
 Articles		
FY13 Pump Station Upgrades	18,639.19	
FY13 Inflow & Infiltration	-	
FY13 Sewer Prior Yr Inv (Lowell Sewer)	102,575.97	
		121,215.16
 Total Capital Expenditures		 2,540,286.75

Sewer Operating Recap

	APPROPRIATED	EXPENDED	BALANCE
SELECTMEN			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
MANAGER			
Salaries	7,400.00	7,400.00	0.00
Operating	0.00	0.00	0.00
RESERVE FUND	38,000.00	0.00	38,000.00
ACCOUNTING			
Salaries	4,958.00	4,958.00	0.00
Operating	132.00	132.00	0.00
COMPUTER SERVICES			
Salaries	2,333.00	2,333.00	0.00
Operating	0.00	0.00	0.00
Outlay			0.00
ASSESSORS			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
TREASURER/COLLECTOR			
Salaries	17,932.00	17,932.00	0.00
Operating	9,450.00	9,450.00	0.00
TOWN COUNSEL	0.00	0.00	0.00
ADMIN. SERVICES			
Salaries	674.00	674.00	0.00
Operating	194.00	194.00	0.00
CLERK			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
Outlay			0.00
PLANNING			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
Outlay			0.00
TOWN HALL			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
AUXILIARY BLDG.	0.00	0.00	0.00

UTILITIES**BUILDING**

Salaries	3,557.00	3,557.00	0.00
Operating	0.00	0.00	0.00

DPW

Salaries	141,472.00	141,472.00	0.00
Operating	67,462.00	67,462.00	0.00
Outlay	0.00	0.00	0.00

DPW SEWER

Salaries	248,390.98	233,949.12	14,441.86
Operating	1,950,469.76	1,281,780.47	668,689.29
Outlay	111,931.00	111,705.89	225.11

HEALTH

Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00

DEBT/INTEREST

Principal	1,802,316.00	1,817,361.00	(15,045.00)
Interest/Debt	1,913,663.00	1,910,361.06	3,301.94
Interest/Temp. Loans	0.00	0.00	0.00

TRANSFER OUT

		0.00	0.00
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EMPLOYEE BENEFITS

Retirement	87,023.00	87,023.00	0.00
Group Insurance	70,364.00	70,364.00	0.00
Medicare	3,465.00	3,465.00	0.00

	6,481,186.74	5,771,573.54	709,613.20
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Water Enterprise Fund Balance Sheet

June 30, 2013

ASSETS

Cash		1,287,308.44
Def Tax Water Lien		4,276.23
Cross Connection		692.38
Refuse Access		-
Water Connections	-	-
Water Rates		
FY07	-	
FY08	-	
FY09	171.37	
FY10	723.22	
FY11	1,325.09	
FY12	7,125.28	
FY13	1,304,339.62	1,313,684.58
Water Liens		
FY07	-	
FY08	-	
FY09	-	
FY10	507.65	
FY11	750.14	
FY12	1,184.55	
FY13	87,868.58	90,310.92
Commercial Water Meters		443.67
TOTAL ASSETS		2,696,716.22

Warrants Payable		-
Accrued Payroll		-
Due From State		-
Deferred Revenues		
Connections	692.38	-
Rec/Tax Liens	4,276.23	
Rates	1,313,684.58	
Refuse Access	-	
Liens	90,310.92	
Meter Replacement	443.67	1,409,407.78
TOTAL LIABILITIES		1,409,407.78

FUND BALANCES:

Encumbrance Reserve	112,573.68
Reserved Expenditures	125,265.00
Unreserved/Undesignated	1,049,469.76

TOTAL FUND BALANCES	1,287,308.44
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Total Liabilities/Fund Balances	2,696,716.22
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Water Enterprise Fund Revenue Report

REVENUE

Water Enterprise Fund

Bond Premiums	-
Interest	56,829.42
Demand Fees	14,747.01
Misc Water Service	4,422.62
Connection Fees	33,468.40
Water Rates	6,162,554.55
Water Liens	719,087.94
Application Fee	4,940.00
Water Meters	20,635.10
MTBE Settlement	0.00
Misc Revenue	800.00
Investment Earnings	0.00
Transfer From G/F	21,171.13

Total Water Enterprise Fund Revenue

7,038,656.17

Water Operating Recap

	APPROPRIATED	EXPENDED	BALANCE
WATER ENTERPRISE			
Transfer Out	775,000.00	775,000.00	0.00
SELECTMEN			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
MANAGER			
Salaries	7,400.00	7,400.00	0.00
Operating	0.00	0.00	0.00
RESERVE FUND	0.00	0.00	0.00
ACCOUNTING			
Salaries	4,958.00	4,958.00	0.00
Operating	132.00	132.00	0.00
COMPUTER SERVICES			
Salaries	2,333.00	2,333.00	0.00
Operating	0.00	0.00	0.00
Outlay	0.00	0.00	0.00
ASSESSORS			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
TREASURER/COLLECTOR			
Salaries	17,932.00	17,932.00	0.00
Operating	9,450.00	9,450.00	0.00
TOWN COUNSEL	0.00	0.00	0.00
ADMIN. SERVICES			
Salaries	674.00	674.00	0.00
Operating	194.00	194.00	0.00
CLERK			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
Outlay			0.00
PLANNING			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
TOWN HALL			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00

AUXILIARY BLDG. UTILITIES	0.00	0.00	0.00
FIRE			
Salaries	0.00	0.00	0.00
BUILDING			
Salaries	1,525.00	1,525.00	0.00
Operating	0.00	0.00	0.00
DPW			
Salaries	172,480.00	172,480.00	0.00
Operating	68,034.00	68,034.00	0.00
Outlay	0.00	0.00	0.00
WATER DISTRIBUTION			
Salaries	571,391.22	565,597.56	5,793.66
Operating	262,296.78	175,020.40	87,276.38
Outlay	0.00	0.00	0.00
WATER TREATMENT			
Salaries	742,229.91	730,929.33	11,300.58
Operating	1,179,365.35	1,056,603.01	122,762.34
Outlay	125,265.00	125,039.51	225.49
HEALTH			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
DEBT/INTEREST			
Principal	1,800,932.00	1,800,932.00	0.00
Interest/Debt	455,075.00	453,580.56	1,494.44
Interest/Temp. Loans	0.00	0.00	0.00
EMPLOYEE BENEFITS			
Retirement	275,770.00	275,770.00	0.00
Group Insurance	227,067.00	227,067.00	0.00
Medicare	9,291.00	9,291.00	0.00
	6,708,795.26	6,479,942.37	228,852.89

Water Capital Expenditures

	EXPENDED	
Colonial Water Tank		
Transfer Out	0.00	0.00
Phase 8		
Engineering Services	0.00	
Easements	0.00	
Hydrants	0.00	
Other Expenses	0.00	
Construction	0.00	0.00
Phase 9		
Road Resurfacing	0.00	
Engineering Services	0.00	
Easement Settlement	0.00	
Hydrant Purchases	0.00	
Construction	0.00	0.00
Hydrant Replacement		
Engineering Services	0.00	
Hydrant Replacements	0.00	
Hydrant Purchases	0.00	
Other Expenses	0.00	
Construction	0.00	
Transfer Out	28,739.75	28,739.75
Water Meters		
Overtime	0.00	
Prof Services	0.00	
Other Equipment	10,492.00	
Other Expenses	0.00	
Meters and Software	0.00	
Microwave Network	0.00	
Meter Purchases	0.00	
Finished Water Line	0.00	
Temp PT	3,530.47	
Transfer Out	373,337.51	387,359.98
Phase 7		
Road Resurfacing	0.00	
Engineering Services	0.00	
Hydrant Purchase	0.00	
Other Expenses	0.00	
Construction	0.00	0.00
Phase 10		
Engineering Services	0.00	
Hydrants	0.00	
Construction	0.00	
Transfer Out	13,826.04	13,826.04

Water Interconnect

Engineering Services	0.00	
Other Expenses	680.93	
Construction	0.00	
Transfer Out	26,345.93	27,026.86

Phase 11

Engineering Services	0.00	
Other Expenses	0.00	
Construction	0.00	
Transfer Out	0	0.00

Ames Hill Water Tank

Equipment & Maintenance	0.00	
Engineering Services	0.00	
Other Expenses	0.00	
WTP Instrument Upgrade	0.00	
CCTV Monitors	942.00	
Astle Tank Mixer	0.00	
Construction	0.00	
Transfer Out	17.43	959.43

Art 11 ATM FY12 Assess/F

Transfer Out	162,600.00	162,600.00
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Inst Replace Water Lines #17

East St Plc Water Lines	763,807.50	
Replace Various Water Lines	83,805.40	847,612.90

Water Ent Articles

FY13 East St Plc Water Lines	322,979.54	
FY13 Sludge System	2,420.00	
FY13 New Vehicles	22,580.00	
FY13 Fire Hydrants	86,363.05	434,342.59

Inst Rplc Water Lines #17

East St Plc Water Lines	763,807.50	
Replace Various Water Lines	83,805.40	847,612.90

Water Meter ATM 5/02 Art 8

Temp Part-time	14,760.01	
Prof Svc	11,184.13	
Other Equip	199,023.17	
Other Expenses	3,863.94	
Meter Guns & Software	3,973.18	
Finished Water Line	2,690.00	235,494.43

Water Interconnect 5/05 #3

Prof Svc	16,563.69	
Other Expenses	2,605.29	19,168.98

Art 11 FY12 Assess/Fire Hydrants

Fire Hydrants	100,000.00	
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WTP Assessment	60,150.00	160,150.00
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Total Water Capital Expenditures		3,164,893.86
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Board of Assessors

Joanne Foley, MAA Chairman
Barbara A. Flanagan
Susan Moore, MAA

Phone: (978) 640-4330

Fax: (978) 851-4849

assessor@tewbury-ma.gov

	FY-2013	FY-2014
Total Taxable Value of Real Property	\$3,646,069,250	\$3,622,599,970
Total Taxable Value of Personal Property	\$157,198,370	\$158,974,670
Total Taxable Value of Real and Personal Property	\$3,803,267,620	\$3,781,574,640
Total Value of Exempt Property	\$229,720,200	\$229,912,500

Tax Rates per \$1,000			
	Residential/Open Space	\$15.44	\$16.11
	Commercial/Industrial/Personal	\$25.60	\$26.64
	Motor Vehicle Excise	\$25.00	\$25.00

Total amount to be raised	\$109,147,737.79	\$111,920,282.99
Total estimated receipts and other revenue sources	\$42,913,342.18	\$43,389,636.00
Total real and personal tax levy	\$66,234,395.61	\$68,530,646.99
Overlay	\$809,814.27	\$879,401.25

The Assessors' Department operates under the authority of the Department of Revenue. It has a full time Chief Assessor, an office staff and a board that includes the chief assessor and two appointed members that serve on a part-time basis. The Board of Assessors is responsible for administering Massachusetts property tax laws equitably by estimating the fair market value of all real and personal property in Tewksbury. The office is responsible for adhering to strict certification requirements of the Department of Revenue. To meet these requirements, the assessors are obligated to revalue all properties yearly and, once every three years, undergo a state recertification audit.

Address: Town Hall Annex - 11 Town Hall Avenue - Tewksbury, MA 01876

Hours: Monday - Friday 7:30 a.m. to 4:30 p.m.

Treasurer's Cash

CASH ON HAND JUNE 30, 2012	\$40,206,081.14
RECEIPTS TO JUNE 30, 2013	\$124,554,982.04
	\$164,761,063.18
PAID ON WARRANTS TO JUNE 30, 2013.....	(\$131,670,559.9
BALANCE JUNE 30, 2013.....	\$33,090,503.26

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

WATER PROJECT-GENERAL LAWS, CHAPTER 44	\$13,673,497.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	\$83,807,411.99
	\$97,480,908.99

**STATEMENT OF TOWN DEBT
FISCAL YEAR BASIS**

2013	8,044,145.81
2014	7,983,452.31
2015	7,768,387.92
2016	7,798,779.25
2017	7,834,570.83
2018	7,997,281.00
2019	8,389,581.00
2020	8,561,102.00
2021	9,138,701.00
2022	9,241,453.00
2023	9,079,361.00
2024	9,307,429.00
2025	9,200,660.00
2026	8,849,056.00
2027	8,967,623.00
2028	6,625,000.00
2029	4,835,000.00
2030	3,490,000.00

TOTAL: 152,649,222.28

**STATEMENT OF INTEREST
FISCAL YEAR BASIS**

2013	5,478,039.80
2014	5,302,709.90
2015	5,057,948.43
2016	4,799,681.50
2017	4,540,135.77
2018	4,293,692.49
2019	3,991,139.17
2020	3,659,312.94
2021	3,301,299.90
2022	2,934,954.61
2023	2,577,840.22
2024	2,229,577.32
2025	1,867,610.18
2026	1,500,874.27
2027	1,144,632.48
2028	783,556.25
2029	495,237.50
2030	290,100.00
2031	148,600.00
2032	67,500.00
2033	50,625.00
2034	33,750.00
2035	16,875.00

TOTAL: 60,328,378.62

Cash and Securities in Custody of Town Treasurer as of June 2012

AFFORDABLE HOUSING	\$2,339,156.50
ARTS LOTTERY	\$5,428.84
COMMUNITY PRESERVATION ACT	\$4,205,603.35
CEMETERY PERPETUAL CARE FUND	\$23,508.01
CONSERVATION FUND	\$83,475.07
EDUCATION FUND	\$3,011.54
FAIRGRIEVE FUND	\$184,238.62
FIRE PROTECTIVE GEAR FUND	\$11,178.98
FOSTER SCHOOL FUND	\$25,273.17
LIBRARY ENDOWMENT FUND	\$27,231.16
LIBRARY GIFT FUND	\$7,382.61
MAHONEY FUND	\$1,544.62
PEIRCE FUND	\$1,668.62
PLANNING FUND	\$9,597.59
SCHOLARSHIP FUND	\$640.01
ST CLARE FUND	\$39,534.71
STABILIZATION FUND	\$4,100,497.91
TAXATION FUND	\$8,607.26
VICOR FUND	\$6,583.90
TOTAL TRUST FUNDS	\$11,084,162.47

Property Tax Levies and Collections

FISCAL YEAR 2013

<u>REAL ESTATE</u>	<u>F/Y 2013</u>	<u>F/Y 2012</u>	<u>F/Y 2011</u>
Commitments	\$62,964,374.04	-	-
O/S 07/01/12	-	\$ 874,931.91	\$ 4,337.19
Collections	(\$61,473,143.64)	(\$ 604,295.41)	(\$ 983.11)
Abatements	(\$ 93,909.12)	(\$ 34,942.00)	-
Refunds	\$ 165,742.54	\$ 7,502.39	\$ 3,705.26
Added To Tax Title	\$ 371,108.34	(\$ 324,430.04)	(\$ 2,320.15)
Deferred Taxes	(\$ 37,544.67)	-	-
Tax Possession	(\$ 24,105.97)	-	-
Misc Adjustments	(\$ 551,489.71)	(\$ 765.45)	\$ 825.70
BALANCE 06/30/13	\$ 1,321,031.81	(\$ 81,998.60)	\$ 5,564.89

WATER & SEWER SEWER CONN LIENS

	<u>F/Y 2013</u>	<u>F/Y 2010</u>	<u>F/Y 2011</u>
Commitments	\$12,911,881.85	-	-
O/S 07/01/12	-	\$1,901,863.06	\$ 21,476.93
Collections	(\$11,490,274.70)	(\$ 782,015.00)	(\$ 2,764.65)
Abatements	(\$ 4,730.44)	(\$ 4,356.62)	(\$ 480.00)
Refunds	\$ 16,442.10	\$ 4,219.05	\$ 1,928.14
Liened to Real Estate	(\$ 68,609.98)	(\$ 91,272.39)	-
Deferred	(\$ 4,730.44)	-	-
Misc Adjustments	\$ 1,071,383.75	(\$1,013,414.59)	(\$ 6,085.19)
BALANCE 06/30/13	\$ 2,431,362.14	\$ 15,023.51	\$ 14,075.23

PERSONAL PROPERTY

	<u>F/Y 2013</u>	<u>F/Y 2012</u>	<u>F/Y 2011</u>
Commitments	\$ 2,038,061.09	\$ 2,065,909.52	-
O/S 07/01/12	\$ 2,064,909.52	\$ 51,555.29	\$ 66,127.27
Collections	(\$ 4,045,081.92)	(\$ 28,014.46)	(\$ 47,027.49)
Abatements	(\$ 79,692.51)	-	-
Refunds	\$ 52,460.91	\$ 58.36	\$ 1,741.91
Misc Adjustments	(\$ 1,236.80)	(\$ 2,065,920.96)	-
BALANCE 06/30/13	\$ 29,420.29	\$ 23,587.75	\$ 20,841.69

MOTOR VEHICLE EXCISE

	<u>F/Y 2013</u>	<u>F/Y 2012</u>	<u>F/Y 2011</u>
Commitments	\$ 3,769,597.44	-	-
Add'l Commitments	-	\$ 394,315.72	-
O/S 07/01/12	-	\$ 191,327.57	\$ 60,115.60
Collections	(\$ 3,409,620.44)	(\$ 522,091.68)	(\$ 33,823.04)
Abatements	-	-	-

Refunds	\$ 26,121.66	\$ 31,994.61	\$ 1,633.83
Misc Adjustments	(\$ 64,331.85)	(\$ 34,817.34)	(\$ 2,037.77)
BALANCE 06/30/13	\$ 321,766.81	\$ 60,728.88	\$ 25,888.62

<u>BOAT EXCISE</u>	<u>F/Y 2013</u>	<u>F/Y 2012</u>	<u>F/Y 2011</u>
Commitments	-	\$ 3,139.00	\$ 9,346.00
O/S 07/01/12	-	-	\$ 2,159.78
Collections	-	(\$ 1,460.39)	(\$ 1,536.09)
Abatements	-	-	(\$ 4,879.00)
Refunds	-	-	\$ 14.22
Misc Adjustments	-	(\$ 186.61)	(\$ 3,507.91)
BALANCE 06/30/13 \$	\$ 0.00	\$ 1,492.00	\$ 1,597.00

Employee Earnings

Town Employee Earnings

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
<u>BOARD OF SELECTMEN</u>					
GAY	DAVID	5,325.00			5,325.00
JOHNSON	TODD	4,500.00			4,500.00
SEARS	DOUGLAS	4,500.00			4,500.00
STRONACH	ANNE MARIE	3,375.00			3,375.00
WENTWORTH	JAMES	1,125.00			1,125.00
WILSON	SCOTT	4,575.00			4,575.00
<u>TOWN MANAGER</u>					
MARCHANT	ANNETTE	1,655.51			1,655.51
CHAMBERS	HELEN	65,803.67			65,803.67
MONTUORI	RICHARD	159,000.06			159,000.06
TAMBOLI	JEANINE	51,611.10			51,611.10
<u>TOWN ACCOUNTANT</u>					
GILL	DONNA	6,284.30			6,284.30
ALFANO	PAMELA	55,417.03			55,417.03
BREKALIS	KAREN	42,103.74			42,103.74
KUCALA	KAREN	104,000.74			104,000.74
<u>COMPUTER SERVICES</u>					
HANSON	LISA	32,675.58			32,675.58
HATTORI	STEPHEN	106,867.24			106,867.24
<u>ASSESSORS</u>					
FLANAGAN	BARBARA	1,224.00			1,224.00
FOLEY	JOANNE	34,541.36			34,541.36
MOORE	SUSAN	1,224.00			1,224.00
ROBINSON	CHRISTINE	48,589.90			48,589.90
TRAUB	LINDA	57,022.79			57,022.79
WILCOCK	CHRISTOPHER	71,373.35			71,373.35

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
TREASURER/COLLECTOR					
BLAKENEY JR	WILLIAM	66,540.46	2,448.39		68,988.85
EWING	LUCILLE	53,882.41	433.71		54,316.12
GATH	DEBRA	53,119.84			53,119.84
GILBERT	SUSAN	41,983.10			41,983.10
METIVIER	JANICE	64,732.41			64,732.41
ODAMS	KELLY	77,471.07			77,471.07
					-

SENIOR WORK PROGRAM

					-
ASHDOWN	ALICE	168.00			168.00
BAGNULO	NORA	750.00			750.00
BANGS	JUDY	750.00			750.00
BARLETTA	DAVID	748.00			748.00
BARNES	MARYANN	188.00			188.00
BELLINO	GLORIANN	356.00			356.00
CARRIGG	CAROL	748.00			748.00
CASEY	ELINOR	748.00			748.00
COLMAN	JUDITH	750.00			750.00
DEY	JOAN	750.00			750.00
DRISCOLL	BARBARA	750.00			750.00
GONZALEZ	GLORIA	320.00			320.00
HOOD	JUDITH	750.00			750.00
HULL	MAUREEN	744.00			744.00
KELLEY	ROBERT	648.00			648.00
MACCARONE	MILDRED	550.00			550.00
MARCHAND	CAROL	78.00			78.00
NASTASI	MURIEL	750.00			750.00
NAWOSSA	ANNA	316.00			316.00
RISHER	QUENTIN	750.00			750.00
SCOTT	AGNES	694.00			694.00
STONE	DEBORAH	750.00			750.00
VASSALLO	MARYANN	750.00			750.00
WHITE	LEONA	744.00			744.00
WINTER	PATRICIA	744.00			744.00
WOTJKIEWICZ	MAUREEN	258.00			258.00

ADMINISTRATIVE SERVICES

BELANGER	TERESA	45,759.38			45,759.38
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Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
<u>TOWN CLERK</u>					
CICERO	CHRISTINE	34,977.98	515.86		35,493.84
GRAFFEO	DENISE	72,789.10			72,789.10
SULLIVAN	MICHELE	55,459.32	2,896.76		58,356.08
WINTER	DEBORAH	19,103.31	303.63		19,406.94
<u>ELECTION WORKERS</u>					
ANDERSON	CAROLYN	352.00			352.00
ARCAND	NOREEN	360.00			360.00
AUGUSTUS	IRENE	72.00			72.00
BAIRSTOW	LAURENCE	204.00			204.00
BARLETTA	DAVID	556.00			556.00
BEATTIE	ELEANOR	738.00			738.00
BEATTIE	MARY	240.00			240.00
BENNETT	ARATI	175.00			175.00
BERGLUND	KAREN	60.00			60.00
BRADLEY	RUTH	352.00			352.00
BRADY	JEAN	248.00			248.00
BROTHERS	ARTHUR	352.00			352.00
BROTHERS	KATHLEEN	588.00			588.00
BUCKLEY	ERIN	128.00			128.00
BULLEN	SUSAN	352.00			352.00
CALLAHAN	ANNE	565.00			565.00
CANNISTRARO	SANDRA	148.00			148.00
CASAZZA	MARY	744.00			744.00
CASEY	ELINOR	352.00			352.00
CHANDLER	BARBARA	352.00			352.00
COLMAN	JUDITH	594.00			594.00
COVIELLO	ANNE	244.00			244.00
COVIELLO	JOHN	738.00			738.00
DIBELLA	MARY	248.00			248.00
DULOCK	MARIA	125.00			125.00
FIDLER	JOYCE	228.00			228.00
FOLEY	JOANNE	385.00			385.00
FRASER	EVELYN	44.00			44.00
FRONGILLO	KATHERINE	448.00			448.00
GEARTY	LOUISE	400.00			400.00
GOLEN	ALICE	360.00			360.00
GROOM	BARBARA	356.00			356.00
HAINES	DONNA	108.00			108.00
HANSFORD	JOAN	352.00			352.00

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
HOLLOWAY	DANIELLE	125.00			125.00
HOOD	JUDITH	112.00			112.00
IPPOLITO	JEANNETTE	172.00			172.00
KEEFE	ELLEN	585.00			585.00
KOBELSKI	CAROL	232.00			232.00
LAFFEY	CHERYLE	310.00			310.00
LANE	MELISSA	100.00			100.00
LAROSA	PEARL	92.00			92.00
LERETTE	ROSLYN	70.00			70.00
LINSCOTT	JANE	356.00			356.00
MAC INNIS	ROBERT	360.00			360.00
MAGRO	MARIE	259.00			259.00
MAHER	KATHERINE	625.00			625.00
MCGRATH	DOROTHY	580.00			580.00
MCKENNA	ROSE	352.00			352.00
MCMAMARA	CHARLENE	364.00			364.00
MCNAUGHT	JO-ANN	108.00			108.00
MCNAUGHT	PAUL	244.00			244.00
MCNAUGHT	RUBY	244.00			244.00
MCNAUGHT	THOMAS	84.00			84.00
MEEHAN	WILLA	240.00			240.00
MEGENS	ANSJE	120.00			120.00
MORRISSEY	DENISE	352.00			352.00
MURPHY	JANET	384.00			384.00
NASTASI	MURIEL	160.00			160.00
NICKERSON	DIANE	112.00			112.00
NILES	MILDRED	348.00			348.00
O'BRIEN DEE	RITA	557.50			557.50
PERROTTA	TERESA	756.00			756.00
PILCHER	MARY	771.00			771.00
POLI	LINDA	80.00			80.00
POLLARD	GAIL	588.00			588.00
QUAGLIA	P. JERRY	372.00			372.00
RAVAGNI	ADELE	408.00			408.00
REKKBIE	LINDA	200.00			200.00
ROBBIO	HELEN	156.00			156.00
ROBBIO	STEPHEN	200.00			200.00
RYAN	LORETTA	622.50			622.50
SANBORN	ELDA	470.00			470.00
SARGENT	CHARLOTTE	368.00			368.00
SARTORI	ANITA	240.00			240.00
SHEEHAN	LINDA	156.00			156.00

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
SHEEHAN	LOIS	124.00			124.00
SPANN	SHERYL	64.00			64.00
STANTON	HELEN	244.00			244.00
TEMPIA	JACQUELINE	164.00			164.00
VASSALLO	MARYANN	260.00			260.00
YARBROUGH	JUDITH	392.00			392.00
ANDERSON	CAROLYN	120.00			120.00
AUGUSTUS	IRENE	112.00			112.00
BARLETTA	DAVID	155.00			155.00
BEATTIE	ELEANOR	192.00			192.00
BEATTIE	MARY	64.00			64.00
BENNETT	ARATI	15.00			15.00
BRADLEY	RUTH	116.00			116.00
BRADY	JEAN	120.00			120.00
BROTHERS	ARTHUR	120.00			120.00
BROTHERS	KATHLEEN	192.00			192.00
BULLEN	SUSAN	116.00			116.00
CALLAHAN	ANNE	150.00			150.00
CANNISTRARO	SANDRA	120.00			120.00
CASAZZA	MARY	192.00			192.00
CASEY	ELINOR	120.00			120.00
CHANDLER	BARBARA	120.00			120.00
COLMAN	JUDITH	198.00			198.00
COVIELLO	JOHN	192.00			192.00
DIBELLA	MARY	120.00			120.00
FIDLER	JOYCE	116.00			116.00
FOLEY	JOANNE	20.00			20.00
FRASER	EVELYN	52.00			52.00
GEARTY	LOUISE	120.00			120.00
GOLEN	ALICE	120.00			120.00
GROOM	BARBARA	120.00			120.00
HAINES	DONNA	76.00			76.00
HANSFORD	JOAN	116.00			116.00
HOLLOWAY	DANIELLE	15.00			15.00
HOOD	JUDITH	40.00			40.00
IPPOLITO	JEANNETTE	56.00			56.00
KEEFE	ELLEN	150.00			150.00
KOBELSKI	CAROL	120.00			120.00
LAFFEY	CHERYLE	145.00			145.00
LANE	MELISSA	15.00			15.00
LERETTE	ROSLYN	10.00			10.00
LINSCOTT	JANE	120.00			120.00

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
MAC INNIS	ROBERT	150.00			150.00
MAGRO	MARIE	120.00			120.00
MAHER	KATHERINE	150.00			150.00
MCKENNA	ROSE	72.00			72.00
MCNAMARA	CHARLENE	120.00			120.00
MCNAUGHT	THOMAS	120.00			120.00
MORRISSEY	DENISE	116.00			116.00
MURPHY	JANET	116.00			116.00
NASTASI	MURIEL	56.00			56.00
NICKERSON	DIANE	32.00			32.00
NILES	MILDRED	120.00			120.00
O'BRIEN DEE	RITA	150.00			150.00
PERROTTA	TERESA	192.00			192.00
PILCHER	MARY	192.00			192.00
POLI	LINDA	15.00			15.00
POLLARD	GAIL	174.00			174.00
QUAGLIA	P. JERRY	120.00			120.00
RAVAGNI	ADELE	116.00			116.00
REKKBIE	LINDA	10.00			10.00
ROBBIO	HELEN	28.00			28.00
ROBBIO	STEPHEN	88.00			88.00
RYAN	LORETTA	145.00			145.00
SANBORN	ELDA	116.00			116.00
SARGENT	CHARLOTTE	120.00			120.00
SHEEHAN	LOIS	120.00			120.00
STANTON	HELEN	120.00			120.00
TEMPIA	JACQUELINE	48.00			48.00
VASSALLO	MARYANN	120.00			120.00
YARBROUGH	JUDITH	120.00			120.00

REGISTRARS

CREAMER	EDWARD	500.00			500.00
GRAFFEO	DENISE	337.50			337.50
TEAGUE	FRANCIS	500.00			500.00
TEAGUE	RUTH	500.00			500.00

COMMUNITY DEVELOPMENT

BOYD	KYLE	47,835.02	275.59		48,110.61
BOYD	KYLE				-
CATHCART	DAWN	2,096.50			2,096.50
DIPRIMIO	LINDA	56,763.40			56,763.40

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
FOWLER	ROBERT	1,001.25	225.04		1,226.29
JOHNSON	MELISSA	6,539.57			6,539.57
PLUNKETT	DAVID	765.00			765.00
REED	NANCY	765.00			765.00
SADWICK	STEVEN	106,314.05			106,314.05
SPADA	VINCENT	843.75			843.75

CABLE T.V.

AYLES	MARK	1,383.60			1,383.60
CHMELA	NICHOLAS	685.44			685.44
RICCIARDI	CHRISTOPHER	205.76			205.76

TOWN HALL

RAY	SANDRA	42,055.68	1,103.16		43,158.84
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POLICE DEPARTMENT

BJORKGREN	ROBERT	72,671.83	10,223.90	14,456.36	97,352.09
BYRNE	CHRISTOPHER	59,442.19	6,785.31	12,552.82	78,780.32
CAPUANO	KAREN	54,227.98	2,049.96	3,977.00	60,254.94
CARAPPELLUCCI	MATTHEW	52,306.47	3,481.29	2,767.90	58,555.66
CASEY	JOHN	56,832.17	7,014.95	16,472.32	80,319.44
CASEY	THOMAS	86,955.48	12,739.74	2,156.80	101,852.02
COLUMBUS	RYAN	95,654.05		10,656.66	106,310.71
CONNOR	PATRICK	57,086.39	9,124.46	12,871.38	79,082.23
COOKE	THOMAS	65,079.08	7,726.82	9,768.28	82,574.18
COVIELLO	CHRISTOPHER	89,825.46	19,169.71	15,630.30	124,625.47
CROWE	JOHN	50,479.30			50,479.30
DELUCIA JR	JOSEPH		562.60	10,672.50	11,235.10
DICALOGERO	CYNTHIA			14,280.50	14,280.50
DOHERTY	PATRICK			2,460.00	2,460.00
DONOGHUE	JOHN		112.52	26,537.89	26,650.41
DONOVAN	MICHAEL	68,683.94	8,044.27	5,436.06	82,164.27
DUFFY	DAVID	49,579.23	3,296.99	5,152.54	58,028.76
EVANS	DEBORA			7,216.00	7,216.00
FARNUM	BRIAN	67,797.57	20,360.63	8,232.38	96,390.58
FARRELL	JOHN		337.56	12,680.02	13,017.58
FIELD	ROBERT	84,686.26	12,972.77	20,077.46	117,736.49
FORTUNATO	JOSEPH			1,373.50	1,373.50
FOWLER	ROBERT			33,853.22	33,853.22

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
GAGE	JASON	35,735.29	1,707.52		37,442.81
GATH	LEE			5,870.52	5,870.52
GATH	PHILIP			328.00	328.00
GAYNOR	SCOTT	99,229.52	26,752.84	8,836.50	134,818.86
GONZALEZ	ANDRE	67,524.28	11,033.12		78,557.40
GRIFFIN	JAMES	44,990.95	1,867.93	1,988.50	48,847.38
GRIFFIN	KIMBERLY	54,553.53	2,901.24		57,454.77
HANLEY	ERIC	59,920.80	3,691.33		63,612.13
HARRINGTON	PATRICK	77,431.89	7,831.68	7,070.54	92,334.11
HAZEL	GEORGE			8,507.50	8,507.50
HEBERT	JOHN	244.94			244.94
HILDEBRAND	MARK		112.52	2,834.84	2,947.36
HOLLIS	JAMES	70,896.86	13,531.61	16,579.13	101,007.60
HOLMES	MICHAEL	43,039.12	1,490.53	492.00	45,021.65
JACKMAN	EDWARD	52,938.32	6,056.65	26,735.96	85,730.93
JAREK	JOHN	114.84	562.60	39,396.92	40,074.36
JAREK	MATTHEW	114.84	112.52	3,095.50	3,322.86
JOP III	WALTER	82,141.11	19,582.47	12,421.30	114,144.88
JOYCE	ROBERT	41,779.98	3,439.86		45,219.84
JUDD	JANICE	306.18			306.18
KANDROTAS	STEPHEN			5,740.00	5,740.00
KELLEY	JOSEPH	82,835.16	17,495.48	16,457.98	116,788.62
KELLY	TIMOTHY	86,543.78	7,773.23	17,056.40	111,373.41
KENNEDY	ALICE	57,263.01	2,261.83		59,524.84
KERBER	DANIEL	68,835.63	13,080.42	32,727.50	114,643.55
LEFEBVRE	CHRISTOPHER	58,733.45	12,275.86	8,713.13	79,722.44
LEVY	DAVID			5,116.54	5,116.54
LUMSDEN	RICHARD		112.52	3,475.00	3,587.52
MACKEY BEAULIEU	LAUREN	6,736.74	262.84		6,999.58
MANLEY	MARY	13,429.52			13,429.52
MCCLAFFERTY	SHARON			9,000.00	9,000.00
MCKENNA	JAMES	110,788.81	19,608.38	3,075.00	133,472.19
MCLAUGHLIN	MICHAEL	58,833.69	7,159.85	3,418.30	69,411.84
MCLEOD	KATHRYN	69,211.34			69,211.34
MCMAHON	MARKUS	65,497.70	6,329.20	24,502.52	96,329.42
MCMAMARA	JASON	52,649.62	2,769.39	2,029.50	57,448.51
MIANO	DAVID	57,946.42	6,786.15	2,750.33	67,482.90
MORRIS	PAUL	51,803.58	5,207.94	9,075.00	66,086.52
MOSHER	BEVERLY		225.04	20,190.08	20,415.12
MULVEY	JESSICA	69,236.62	574.50		69,811.12
NEWCOMB	MICHAEL	55,774.42	10,817.70	29,035.92	95,628.04
NEWTON	EILEEN	46,027.06	152.08		46,179.14

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
NEWTON	JOSEPH	48,810.10	2,539.77		51,349.87
NICOSIA	PAUL	57,072.97	5,544.29	5,394.72	68,011.98
O'KEEFE	KIMBERLY	60,196.71	1,834.67		62,031.38
O'NEILL	BRIAN	72,796.29	22,434.16	9,131.24	104,361.69
PELRINE	STEPHEN	114.84	112.52	29,573.50	29,800.86
PERRY	MARK	80,425.98	7,216.02	16,401.80	104,043.80
PETERSON JR	DENNIS	68,019.93	19,260.19	18,855.26	106,135.38
PICCOLO	ARTHUR	56,435.80	162.80	246.00	56,844.60
PICCOLO JR	ALBERT	64,574.62	16,458.32	9,485.88	90,518.82
POISSON	KAREN	53,808.56	5,166.76		58,975.32
POWERS	JOHN		562.60	33,363.04	33,925.64
POWERS	STEPHEN			6,088.50	6,088.50
PRATT JR	DOUGLAS	54,656.14	8,940.69	972.32	64,569.15
REESE	KEVIN	72,512.91	5,303.20	13,203.70	91,019.81
REGAN	PETER	58,384.11	2,983.18	738.00	62,105.29
RICHARDSON	ANDREW	52,392.03	7,221.04	21,642.89	81,255.96
RUSSO	ALYSIA	68,848.49	4,834.69		73,683.18
RYSER	JAMES	66,347.05	3,187.81	881.50	70,416.36
SCHWALB JR	WILLIAM			40,301.00	40,301.00
SCOTT	CHRISTOPHER	60,633.22	5,943.42	13,750.16	80,326.80
SHEEHAN	MICHAEL	60,184.06			60,184.06
SHEEHAN	TIMOTHY	148,436.97	795.70		149,232.67
SMALL	MATTHEW	55,254.63	655.21		55,909.84
STEPHENS	ROBERT	92,767.74	10,847.30	14,500.75	118,115.79
STOTIK	PATRICIA	52,611.12	6,638.22		59,249.34
SULLIVAN	EDWARD	58,396.11	392.33		58,788.44
SULLIVAN	KAITLIN	2,308.55			2,308.55
TARPEY	WILLIAM	61.24	3,181.82		3,243.06
TORRES	STEVEN	80,502.96	7,450.59	3,704.18	91,657.73
TRELEGAN	COLIN	1,071.61			1,071.61
VASCONCELLOS	MICHAEL	11,837.20			11,837.20
VOLIANITES	JAMIE	168.40			168.40
VOTO	JOHN	111,960.26		984.00	112,944.26
VOZZELLA	ERICA	5,439.18			5,439.18
WARREN	BRIAN	85,029.36	10,317.56	3,891.75	99,238.67
WELCH	JENNIE	67,858.04	5,033.30		72,891.34
WHITEHOUSE	JACK		337.56	20,384.02	20,721.58
WILLIAMS JR	JAMES	99,229.51	15,273.61	492.00	114,995.12
WILLIAMS JR	JAMES				-
WILLIAMS JR	JAMES				-
WILLIAMS JR	JAMES				-
WOOD	MARK	114.84	112.52	15,209.25	15,436.61

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
WOOD	MARK				-
WOOD	MARK				-
WORTH	GARIN	52,908.48	1,224.23		54,132.71

FIRE DEPARTMENT

AUSTIN	SCOTT	61,978.10	17,440.99	480.00	79,899.09
BROTHERS	PATRICK	58,353.49	15,499.67		73,853.16
BROTHERS	WILLIAM	70,358.22	13,805.28		84,163.50
BRUCE	JAMES	75,209.06	15,220.98		90,430.04
BURNS	SUSAN	52,110.98			52,110.98
CALISTRO	ROBERT	76,852.91	21,357.70	980.00	99,190.61
CALLAHAN	MICHAEL	80,914.83	19,818.08	704.00	101,436.91
CARNEY	DAVID	71,928.03	18,532.39		90,460.42
DOGHERTY	JOSEPH	65,737.66	11,642.88		77,380.54
DOHERTY	PATRICK	62,302.20	19,148.20	800.00	82,250.40
ELLIOTT	TODD	56,779.83	15,258.38	160.00	72,198.21
FITZPATRICK	JAMES	54,682.33	10,987.30	320.00	65,989.63
FORERO	OSCAR	64,149.81	20,118.87		84,268.68
FORTUNATO	JOSEPH	63,640.07	16,522.03	520.00	80,682.10
FOWLER	JOHN	57,305.65	19,616.89	360.00	77,282.54
GIASULLO	DAVID	35,766.60	8,700.14		44,466.74
GIASULLO	JEFFREY	66,819.16	21,294.10	340.00	88,453.26
GIASULLO	MICHAEL	54,647.75	16,327.16	640.00	71,614.91
GIASULLO JR	JAMES	72,509.20	18,788.54		91,297.74
GILLIS	JOSEPH	62,767.43	80.77		62,848.20
GOSSE	WILLIAM	56,908.91	13,265.37		70,174.28
GREER JR	DONALD	76,815.93	19,858.61	640.00	97,314.54
GUTTADAURO	PAUL	70,133.73	9,081.78		79,215.51
HAMM	RICHARD	65,294.57	20,215.84	980.00	86,490.41
HAZEL	MICHAEL	128,337.74			128,337.74
HOLDEN	TIMOTHY	63,903.04	15,263.29	640.00	79,806.33
HURLEY	BRIAN	66,183.66	16,739.43	640.00	83,563.09
KARLBERG	DAVID	64,974.52	16,615.94		81,590.46
KEARNS	JOSEPH	65,076.80	24,875.81		89,952.61
KEDDIE	ROBERT	53,935.38	12,798.62	640.00	67,374.00
KEDDIE	SCOTT	80,931.32	31,094.56		112,025.88
KERR	GARY	76,509.72	21,713.71		98,223.43
LAWRIE	DALE	8,863.75			8,863.75
LEVY JR	DAVID	58,331.95	9,643.85		67,975.80
LITTLE	ROBERT	62,062.24	17,894.40		79,956.64

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
MACKEY	BRIAN	59,490.20	9,235.68		68,725.88
MACKEY	RICHARD	34,301.17			34,301.17
MCGLAUFLIN	RUSSELL	70,669.80	21,100.05	990.00	92,759.85
MERRILL	MICHAEL	56,939.83	13,593.46	160.00	70,693.29
MERRILL MORGADO	CHRISTINA	58,660.47	16,858.42	160.00	75,678.89
MURPHY IV	THOMAS	57,811.31	19,954.60		77,765.91
NIVEN	TIMOTHY	76,962.37	10,070.57		87,032.94
POWERS	STEPHEN	68,280.16	18,281.07		86,561.23
ROSEMOND	ALAN	63,435.82	17,726.73		81,162.55
SANDBERG	KENNETH	63,984.09	20,010.84	640.00	84,634.93
SAWICKI	DANIEL	57,295.57	8,819.31	480.00	66,594.88
SITAR	DANIEL	65,036.79	13,981.75		79,018.54
SITAR JR	MICHAEL	97,693.77	19,868.04		117,561.81
SMALL	DANIEL	62,024.14	11,668.62	640.00	74,332.76
SPENCER	STEVEN	58,072.77	13,121.46	560.00	71,754.23
VASAS	ALBERT	99,672.80	10,645.20		110,318.00
VISCIONE	JON	85,850.31	17,263.07		103,113.38
YOST	DANIEL	56,854.83	11,710.36	1,180.00	69,745.19

BUILDING DEPARTMENT

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					-
ARMSTRONG	ROBERT	8,255.50			8,255.50
BAGNI	RICHARD	298.98			298.98
CATHCART	DAWN	51,971.18			51,971.18
JOHNSON	EDWARD	74,925.27			74,925.27
NONNI	PAUL	367.20			367.20
O'KEEFE	NANCY	51,611.07			51,611.07
SULLIVAN	HAROLD	19,662.88			19,662.88
WILD	PAUL	20,048.56			20,048.56

DEPARTMENT OF PUBLIC WORKS

BELIDA	ROBERT	150.00	6,832.14		6,982.14
CALLISON	PATRICK	34,509.15	7,540.62		42,049.77
CAREY	PATRICK		511.75		511.75
CHANDLER	KENNETH		4,681.98		4,681.98
CHANDLER JR	WILLIAM	78,242.03	12,008.40		90,250.43
CONLON	KEVIN	69,203.57	16,102.74		84,816.02
CRUZ	ROBERT	4,739.52			4,739.52
DEROCHE	GEORGE		3,141.92		3,141.92
DESHLER	TERESA	30,203.55	191.32		30,394.87
GIANNETTI	FRANK		191.28		191.28

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
GILBERT	BRIAN	104,892.58			104,892.58
GILBERT	LAWRENCE	66,954.26			66,954.26
GIULIANO	JOSEPH	32,389.22	1,327.68		33,716.90
JAQUEZ	CARLOS	49,557.60	1,223.94		50,781.54
LADDERBUSH	MARLENE		474.39		474.39
LAYNE	KENNETH	61,444.43	5,442.03		66,886.46
MALONE	JASON	36,839.43	5,003.69		41,645.19
MARION	BERNARD	61,073.60	4,382.06		65,455.66
MARION II	LOUIS	49,863.99	5,843.37		55,707.36
MCCARTHY	WILLIAM	51,036.80	8,076.40		59,113.20
MINER JR	ROBERT	43,639.57	5,484.11		49,123.68
MUDARRIE	NICHOLAS		1,556.25		1,429.57
NAZARIAN	NINA	28,051.99			28,051.99
PATTERSON	SUSAN	53,401.12			53,401.12
PRATT	JOHN	49,601.80	8,186.49		57,788.29
SALERNO	JOHN		185.89		185.89
SCOTT	DANIEL	1,906.48			1,906.48
SPINALE	RICHARD	82,379.84			82,379.84
STEIN	MICHELE	75,158.45			75,158.45
STODDARD	RICHARD	781.14	6,581.81		7,031.81
STRONACH	TIMOTHY		9,845.41		9,845.41
WARD	JACK	3,820.61	11,580.47		15,030.47
WESTAWAY	RICHARD	450.00	841.28		1,291.28

SEWER DEPARTMENT

BELIDA	ROBERT	71,585.41	6,577.80		78,163.21
CALLISON	PATRICK		63.34		63.34
CHANDLER JR	WILLIAM		889.75		889.75
CHANDLER	KENNETH		4,691.42		4,691.42
CONLON	KEVIN	300.00	2,150.79		2,450.79
DEROCHE	GEORGE		7,915.00		7,915.00
GIULIANO	JOSEPH		593.34		593.34
LAYNE	KENNETH	300.00	1,045.71		1,345.71
MALONE	JASON		63.35		63.35
MARION II	LOUIS		853.21		853.21
MARION	BERNARD		524.53		524.53
MCCARTHY	WILLIAM	8,323.58	1,017.32		9,340.90
PETERS	MICHAEL		1,082.95		1,082.95
PRATT	JOHN		711.19		711.19
STODDARD	RICHARD	68,655.23	8,939.25		77,594.48
STRONACH	TIMOTHY		5,890.08		5,890.08

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
WARD	JACK	1,500.00	12,543.99		14,043.99
WESTAWAY	RICHARD		1,905.94		1,905.94

WATER DEPARTMENT

BELIDA	ROBERT	900.00	8,734.29		9,634.29
CALLISON	PATRICK		174.18		174.18
CHANDLER JR	WILLIAM	600.00			600.00
CHANDLER	KENNETH	59,371.13	8,510.72		67,881.85
CONLON	KEVIN	600.00	6,472.94		7,072.94
DEROCHE	GEORGE	77,964.22	9,401.25		87,365.47
GATH	BRIAN	31,753.58			31,753.58
LAYNE	KENNETH	600.00	527.87		1,127.87
MALONE	JASON		831.31		831.31
MARION II	LOUIS	9,628.40	966.84		10,595.24
MARION	BERNARD	300.00	1,641.87		1,941.87
MCCARTHY	WILLIAM		2,864.70		2,864.70
PETERS	MICHAEL	48,635.33	3,831.42		52,466.75
PRATT	JOHN		1,037.63		1,037.63
STODDARD	RICHARD	600.00	10,492.35		11,092.35
STRONACH	TIMOTHY	66,496.88	9,247.04		75,743.92
WARD	JACK	68,636.84	15,644.15		84,280.99
WESTAWAY	RICHARD	74,282.88	3,962.75		78,245.63
BROTHERS	MICHAEL	63,165.77	6,287.15		69,452.92
CAREY	PATRICK	56,453.94	6,184.52		62,638.46
DONOVAN	MICHAEL	65,369.18	7,473.63		72,842.81
GIANNETTI	FRANK	66,497.02			66,497.02
HIRTLE	MATHEW	63,483.86	2,693.54		66,177.40
LADDERBUSH	MARLENE	66,095.08	5,075.97		71,171.05
MINER JR	ROBERT	64,862.48	10,530.13		75,392.61
SALERNO	JOHN	67,114.49	10,426.04		77,540.53
VIEWEG JR	EDWARD	69,923.87	4,418.62		74,342.49
ZEDIANA	LEWIS	92,862.36			92,862.36
BAROZZI	PETER	18,274.34			18,274.34
SOUZA	VIVIAN	494.05			494.05

BOARD OF HEALTH

BROTHERS	KATHLEEN	393.75			393.75
CATHCART	DAWN	665.53			665.53
CLEMENT	LOU-ANN	85,801.19			85,801.19
DESMOND	VIRGINIA	24,459.50			24,459.50

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
FRENCH	PHILLIP	405.00			405.00
JOY	DIANE	26,834.95			26,834.95
KINNON	CHRISTINE	315.00			315.00
ROUX	CHARLES	315.00			315.00
SHEEHAN	EDWARD	183.75			183.75
THOMAS	PAMELA	3,761.04			3,761.04
TREARCHIS	DEAN	66,306.19			66,306.19
SULLIVAN	TIMOTHY	267.56	62.71		330.27

COUNCIL ON AGING

NOEL	ROBERT		1,088.74		1,088.74
BRABANT	LINDA	82,120.41			82,120.41
CONOLE	JANICE	20,955.55			20,955.55
NOEL	ROBERT	49,903.15	1,357.29		51,260.44
CONOLE	JANICE	3,294.56			3,294.56

VETERANS SERVICES

WILLIAMS	JAMES	50,325.23			50,325.23
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LIBRARY

DESHLER JR	MICHAEL	356.32	1,959.78		2,316.10
BOC	NOELLE	56,763.41	391.61		57,155.02
BRILEY	JEANNINE	30,878.33			30,878.33
BURKE	JENNIFER	39,480.59	785.81		40,266.40
CONNOLLY	JILL	31,822.36	574.84		32,397.20
DESHLER JR	MICHAEL	49,571.66	1,310.85		50,882.51
GIARRUSSO	DIANE	69,132.28			69,132.28
GROVE	CINDY	16,285.84	92.18		16,378.02
HAYES	ROBERT	47,623.00	111.52		47,734.52
HOLLAND	GAIL	39,980.49	597.62		40,578.11
MARTIN	AMY	39,993.92	671.35		40,665.27
MOONEY	HELEN	39,480.58			39,480.58
SALVATO	JOYCE	24,441.29			24,441.29
SANGER	LISBET	29,183.40	205.97		29,389.37
STEELE	RACHEL	36,378.34	377.96		36,756.30
TOOMBS	MARY	58,805.10			58,805.10
TOPPIN	JOANNE	41,818.89	669.95		42,488.84
DESHLER JR	MICHAEL		249.43		249.43

Last Name	First Name	BASE	OVERTIME	DETAIL	TOTAL
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RECREATION DEPARTMENT

CALLISON	PATRICK	9,458.40	1,274.69		10,733.09
COPPI	MATTHEW	26,366.91	3,263.01		29,629.92
SULLIVAN	TIMOTHY	35,603.27	4,418.36		40,021.63

		13,681,710.48	1,652,460.28	868,651.76	16,201,305.87
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School Employee Earnings

NAME	REGULAR	OTHER*	TOTAL
ABATE-UPSON, CYNTHIA	\$ 71,882.60	\$ 661.99	\$ 72,544.59
ABBOTT, MARY	\$ 22,182.02	\$ 12,797.89	\$ 34,979.91
ABIS, JENNIFER L .	\$ 3,150.00	\$ -	\$ 3,150.00
ACCONCIA, HALEY M .	\$ 1,015.75	\$ -	\$ 1,015.75
ACHILLA, ANN M .	\$ 11,471.26	\$ -	\$ 11,471.26
ADAMS, ANN R .	\$ 8,145.00	\$ -	\$ 8,145.00
ADAMS, MARY LOUISE B .	\$ 62,207.36	\$ 463.26	\$ 62,670.62
ADAMS, ROBIN J .	\$ 14,688.85	\$ 665.38	\$ 15,354.23
AIELLO, MARY BETH J .	\$ 60,534.82	\$ 512.67	\$ 61,047.49
ALBRECHT, VIRGINIA F .	\$ 1,875.00	\$ -	\$ 1,875.00
ALLARD, JUDITH M .	\$ 71,363.82	\$ 956.53	\$ 72,320.35
ALUKONIS, LINDA	\$ 15,843.01	\$ 2,326.90	\$ 18,169.91
AMATO, NICHOLAS C .	\$ 49,817.36	\$ 4,242.94	\$ 54,060.30
AMPE, SUSAN J .	\$ 20,279.16	\$ -	\$ 20,279.16
ANDELLA, LAUREN M .	\$ 625.64	\$ -	\$ 625.64
ANDERSON, KATHLEEN	\$ 67,320.08	\$ 756.41	\$ 68,076.49
ANDERSON, KATHLEEN S .	\$ 220.00	\$ -	\$ 220.00
ANDERSON, WAYNE R .	\$ 3,863.03	\$ -	\$ 3,863.03
ANGELO, LAURIE	\$ 22,182.02	\$ 348.16	\$ 22,530.18
ARNOLD, JENNIFER R .	\$ 69,933.98	\$ 1,592.26	\$ 71,526.24
ARSENAULT, KRISSY	\$ 251.84	\$ -	\$ 251.84
AUSTIN, NICHOLAS M .	\$ 6,169.73	\$ -	\$ 6,169.73
AYLWARD, BRIAN	\$ 75,834.99	\$ 10,179.14	\$ 86,014.13
BAILEY, LISA J .	\$ 69,999.68	\$ 572.74	\$ 70,572.42
BAIN, DONALD	\$ 108.00	\$ -	\$ 108.00
BAKER OBRIEN, KAREN M .	\$ 77,356.82	\$ 3,001.58	\$ 80,358.40
BAKER, KATHRYN M .	\$ 43,633.26	\$ -	\$ 43,633.26
BALBONI, MICHELE B .	\$ 7,322.20	\$ 142.71	\$ 7,464.91
BALDWIN, ERIC D .	\$ 240.00	\$ -	\$ 240.00
BANCROFT, KAREN J .	\$ 70,908.38	\$ 597.59	\$ 71,505.97
BAPTISTA, SARAH E .	\$ 898.00	\$ -	\$ 898.00
BARBATI, JENNIFER S .	\$ 47,357.62	\$ 1,176.02	\$ 48,533.64
BARBOZA, ANNA I .	\$ 682.51	\$ -	\$ 682.51
BARLETTA, ANNE M .	\$ 1,755.00	\$ -	\$ 1,755.00
BARNES, MARYANN M .	\$ 2,691.48	\$ -	\$ 2,691.48
BARNETT, SUSAN K .	\$ 75,552.14	\$ 13,901.81	\$ 89,453.95
BARRY, KERI A .	\$ 150.00	\$ -	\$ 150.00
BARRY, PAULINE A .	\$ 30.00	\$ -	\$ 30.00
BARTEVYAN, MELANIE R .	\$ 1,022.00	\$ -	\$ 1,022.00
BASILIERE, MARCO P .	\$ 68,811.54	\$ 675.99	\$ 69,487.53
BASTERI, CYNTHIA A .	\$ 22,982.96	\$ 7,684.71	\$ 30,667.67

NAME	REGULAR	OTHER*	TOTAL
BASTERI, LAWRENCE J . JR	\$ 5,727.12	\$ -	\$ 5,727.12
BEDARD, MAUREEN	\$ 15,450.49	\$ 400.00	\$ 15,850.49
BELLISTRI, ANDREW F .	\$ 66,815.70	\$ 8,090.44	\$ 74,906.14
BENNETT, DEBORAH E .	\$ 17,333.82	\$ 5,474.74	\$ 22,808.56
BENNETT, ELAINE M .	\$ 19,410.30	\$ 4,260.00	\$ 23,670.30
BENNING, KRISTINE	\$ 22,766.62	\$ 1,890.00	\$ 24,656.62
BENVENUTO, KATHLEEN M .	\$ 12,116.14	\$ -	\$ 12,116.14
BENVENUTO, KAYLA M .	\$ 708.00	\$ -	\$ 708.00
BERGLUND, KAREN	\$ 3,591.52	\$ -	\$ 3,591.52
BERNSTEIN, DAVID C .	\$ 54,762.76	\$ 1,569.35	\$ 56,332.11
BETTENCOURT, SANDRA C .	\$ 54,297.90	\$ 11,344.38	\$ 65,642.28
BEVILAQUA, LISA	\$ 6,689.95	\$ 200.00	\$ 6,889.95
BEY-ALLEN, GEORGIA L .	\$ 2,909.71	\$ -	\$ 2,909.71
BIERMAN, EMILY L .	\$ 13,828.64	\$ 308.41	\$ 14,137.05
BILODEAU, CATHLEEN	\$ 82,000.30	\$ 1,938.86	\$ 83,939.16
BILODEAU, JOSHUA B .	\$ 21,832.58	\$ 256.87	\$ 22,089.45
BLACKWELL, SUZANNE M .	\$ 5,356.15	\$ 200.00	\$ 5,556.15
BLISS, GAIL	\$ 71,243.70	\$ 92.99	\$ 71,336.69
BLISS, MARC A .	\$ 3,494.75	\$ -	\$ 3,494.75
BONGIORNO, LINDA A .	\$ 2,203.09	\$ -	\$ 2,203.09
BOSWORTH, ALEXIS J .	\$ 68,502.56	\$ 9,058.06	\$ 77,560.62
BOUDREAU, MARILYN C .	\$ 682.51	\$ -	\$ 682.51
BOUDREAU, SARAH A .	\$ 47,958.35	\$ 4,289.29	\$ 52,247.64
BOUDREAU-HILL, DONNA M .	\$ 83,227.40	\$ 2,276.37	\$ 85,503.77
BOURGEAIS, CHRISTINE C .	\$ 1,622.50	\$ 306.25	\$ 1,928.75
BOURGEAIS, MARIE R .	\$ 17,857.50	\$ 19,250.62	\$ 37,108.12
BOURNE, NICHOLAS J .	\$ 3,118.27	\$ -	\$ 3,118.27
BOWDEN, DONNA M .	\$ 71,821.98	\$ 507.90	\$ 72,329.88
BOYLE, NANCY M .	\$ 62,521.20	\$ 12,300.86	\$ 74,822.06
BRACE, CHARLOTTE T .	\$ 682.51	\$ -	\$ 682.51
BRACE, JOANN	\$ 600.60	\$ -	\$ 600.60
BRADLEY, HEATHER L .	\$ 58,022.42	\$ 829.17	\$ 58,851.59
BRADLEY, LOREEN R .	\$ 23,119.20	\$ -	\$ 23,119.20
BRADLEY, MARK A .	\$ 10,262.00	\$ -	\$ 10,262.00
BRADLEY, SHANNON	\$ 4,822.84	\$ 200.00	\$ 5,022.84
BRADLEY, THERESA E .	\$ 430.00	\$ -	\$ 430.00
BRADLEY, THOMAS M .	\$ 8,350.00	\$ -	\$ 8,350.00
BREKALIS, KRISTIN L .	\$ 1,892.00	\$ -	\$ 1,892.00
BRENNAN, ANNE R .	\$ 22,182.02	\$ 786.79	\$ 22,968.81
BREWIN, DEBORAH A .	\$ 69,476.96	\$ 497.04	\$ 69,974.00
BRIDGFORD, GAYLE A .	\$ 67,196.44	\$ 1,246.87	\$ 68,443.31
BRIGGS, ROBERT C . JR	\$ 3,057.00	\$ -	\$ 3,057.00
BRIGIDA, ROBERT M .	\$ 62,207.36	\$ 5,499.12	\$ 67,706.48
BRODERICK, LISA M .	\$ 39.92	\$ -	\$ 39.92
BROOKS, HEIDI A .	\$ 903.19	\$ -	\$ 903.19

NAME	REGULAR	OTHER*	TOTAL
BRUCE, JAMES M .	\$ 26,852.28	\$ 5,065.65	\$ 31,917.93
BRUFF, KIMBERLY M .	\$ 55,854.03	\$ 5,986.02	\$ 61,840.05
BUCKLEY, WILLIAM Q .	\$ 2,909.50	\$ -	\$ 2,909.50
BUEHLER, DEBORAH J .	\$ 67,429.76	\$ 870.65	\$ 68,300.41
BUMPUS, KATHLEEN F .	\$ 108.00	\$ -	\$ 108.00
BURISHKIN, KELLY E .	\$ 67,185.30	\$ 1,007.69	\$ 68,192.99
BURKE, DARLENE	\$ 5,729.20	\$ 200.00	\$ 5,929.20
BURKE, JOSEPH E .	\$ 39,849.16	\$ 1,362.66	\$ 41,211.82
BURNS, CHRISTOPHER W .	\$ 10,805.00	\$ -	\$ 10,805.00
BYRNE, CHRISTOPHER A .	\$ 3,362.00	\$ -	\$ 3,362.00
BYRNES, ANTOINETTE	\$ 6,080.00	\$ -	\$ 6,080.00
BYRNES, JOHN	\$ 68,810.24	\$ 14,889.28	\$ 83,699.52
CACCAMESI, KRISTIN J .	\$ 444.00	\$ -	\$ 444.00
CALLAHAN, CHLOE A .	\$ 69,933.98	\$ 492.10	\$ 70,426.08
CALLANAN, EILEEN F .	\$ 14,845.17	\$ 12,140.00	\$ 26,985.17
CALLANAN, MICHAEL D .	\$ 33,677.20	\$ 806.33	\$ 34,483.53
CAMERON, ALLISON E .	\$ 67,054.73	\$ 915.59	\$ 67,970.32
CAMIRE, RICHARD	\$ 70,697.98	\$ 2,719.47	\$ 73,417.45
CAMPBELL, AMANDA L .	\$ 48,745.76	\$ 759.17	\$ 49,504.93
CAMPBELL, COURTNEY E .	\$ 46,160.72	\$ 366.81	\$ 46,527.53
CANADAS, KIMBERLY A .	\$ 599.72	\$ -	\$ 599.72
CAPPIELLO, NANCY A .	\$ 9,109.38	\$ 240.00	\$ 9,349.38
CAREW, LISA	\$ 1,940.00	\$ 200.00	\$ 2,140.00
CAREY, ASHLEY J .	\$ 1,873.25	\$ -	\$ 1,873.25
CAREY, CAMERON E .	\$ 14,857.00	\$ -	\$ 14,857.00
CAREY, KEVIN R .	\$ 47,039.54	\$ -	\$ 47,039.54
CAREY, MICHAEL P .	\$ 43,713.63	\$ 8,602.88	\$ 52,316.51
CAREY, TYLER	\$ 3,212.78	\$ -	\$ 3,212.78
CARLETON, KATHRYN H .	\$ 69,777.36	\$ 728.32	\$ 70,505.68
CARLIN, STEVEN M .	\$ 240.00	\$ -	\$ 240.00
CARLINO, LOREN M .	\$ 73,102.92	\$ 452.31	\$ 73,555.23
CARLINO, NICOLE M .	\$ 5,115.02	\$ -	\$ 5,115.02
CARON, ERIN M .	\$ 60,078.26	\$ 474.90	\$ 60,553.16
CARPENITO, THOMAS A .	\$ 68,502.56	\$ 1,269.06	\$ 69,771.62
CARR, DELANEY	\$ 180.00	\$ -	\$ 180.00
CARR, JEAN M .	\$ 5,580.00	\$ -	\$ 5,580.00
CARRILLO, MARY J .	\$ 5,064.36	\$ -	\$ 5,064.36
CARTER, DANIEL A .	\$ 45,121.41	\$ 15,212.83	\$ 60,334.24
CARTER, LINDA	\$ 15,028.30	\$ 524.00	\$ 15,552.30
CARVER, NORMAN R . JR	\$ 43,528.62	\$ -	\$ 43,528.62
CARY, CAROL A .	\$ 1,128.00	\$ -	\$ 1,128.00
CASEY, DEANNE E .	\$ 40,923.88	\$ -	\$ 40,923.88
CASEY, KATHLEEN	\$ 32,287.16	\$ 1,932.21	\$ 34,219.37
CASTIGLIONE, MAUREEN	\$ 1,563.98	\$ -	\$ 1,563.98
CATTOGGIO-NELSON, CARLY	\$ 1,520.54	\$ -	\$ 1,520.54

NAME	REGULAR	OTHER*	TOTAL
CERULLO, TERESA M .	\$ 3,034.30	\$ -	\$ 3,034.30
CHAN, CHRISTOPHER Y .	\$ 8,857.50	\$ -	\$ 8,857.50
CHAN, MARJORIE J .	\$ 73,612.06	\$ 1,066.63	\$ 74,678.69
CHAN, MEGAN Y .	\$ 612.00	\$ -	\$ 612.00
CHASAN, LISA	\$ 72,858.04	\$ 3,616.79	\$ 76,474.83
CHASE, ELLEN	\$ 120.00	\$ -	\$ 120.00
CHHIM, SOKORNTEAR	\$ 1,365.00	\$ -	\$ 1,365.00
CINTOLO, KAREN	\$ 74,357.00	\$ 841.23	\$ 75,198.23
CLARK, DANIELLE J .	\$ 75.00	\$ -	\$ 75.00
CLARK, SUSAN M .	\$ 74,445.06	\$ 416.08	\$ 74,861.14
COAKLEY, TARA M .	\$ 21,765.48	\$ 436.00	\$ 22,201.48
COLLINS, GEORGE P .	\$ 34,403.74	\$ 5,422.70	\$ 39,826.44
COMEIRO DAMRATH, NICOLE	\$ 5,002.56	\$ 200.00	\$ 5,202.56
CONKLIN, KATIE M .	\$ 1,049.76	\$ -	\$ 1,049.76
CONNELL, KATHLEEN J .	\$ 80,821.82	\$ 911.30	\$ 81,733.12
CONNERS, PHILIP	\$ 5,441.00	\$ -	\$ 5,441.00
CONNERTY, EDWARD T .	\$ 15,013.31	\$ -	\$ 15,013.31
CONNORS, STACEY L .	\$ 2,085.67	\$ -	\$ 2,085.67
CONRAD, KATHLEEN E .	\$ 57,252.84	\$ 637.39	\$ 57,890.23
CONSTABLE, MARICARMEN	\$ 20,652.32	\$ 364.78	\$ 21,017.10
CONSTANTINO, KELLY L .	\$ 30,312.48	\$ 198.71	\$ 30,511.19
CONTALONIS, MAUREEN	\$ 7,805.71	\$ 200.00	\$ 8,005.71
CONWAY, KARLA	\$ 323.30	\$ -	\$ 323.30
CONWAY, STACY M .	\$ 31,385.00	\$ 3,237.50	\$ 34,622.50
COOKE, ANDREA	\$ 768.00	\$ -	\$ 768.00
CORBETT, ANTHONY G .	\$ 5,367.71	\$ -	\$ 5,367.71
CORMIER, ANDRE P .	\$ 60.00	\$ -	\$ 60.00
COTE, CHRISTINE	\$ 22,766.62	\$ 217.39	\$ 22,984.01
COTE, JENNIFER M .	\$ 70,241.66	\$ 954.72	\$ 71,196.38
COUGHLAN, BRENDAN G .	\$ 3,502.82	\$ -	\$ 3,502.82
COUGHLAN, ROSEMARY A .	\$ 72,887.04	\$ 4,967.84	\$ 77,854.88
COURNOYER, LISA T .	\$ 72,825.42	\$ 600.84	\$ 73,426.26
COVEL, CAROLYN A .	\$ 5,552.52	\$ 200.00	\$ 5,752.52
COVINO, CHRISTA M .	\$ 45,374.64	\$ 2,004.33	\$ 47,378.97
COWAN, SARA B .	\$ 55,957.81	\$ 454.59	\$ 56,412.40
CRAFT, LESLEY A .	\$ 1,365.00	\$ -	\$ 1,365.00
CREMIN, CHRISTINE M .	\$ 72,122.22	\$ 413.40	\$ 72,535.62
CREMINS, EDWARD D .	\$ 49,313.70	\$ 18,065.09	\$ 67,378.79
CULHANE, ALICE B .	\$ 764.00	\$ -	\$ 764.00
CUMMINGS, GERALDINE M .	\$ 12,520.82	\$ -	\$ 12,520.82
CUNNINGHAM-ALLARD, JENNIFER	\$ 5,667.16	\$ -	\$ 5,667.16
CURLEY, ROSE	\$ 57,277.04	\$ 829.15	\$ 58,106.19
CURTIN, BARBARA A .	\$ 37,067.39	\$ 11,315.09	\$ 48,382.48
CURTIN, PAULA M .	\$ 22,961.52	\$ 23,616.16	\$ 46,577.68
CUSICK, FRANCIS	\$ 34,867.56	\$ 249.97	\$ 35,117.53

NAME	REGULAR	OTHER*	TOTAL
CUTELIS, JAMES A .	\$ 2,499.96	\$ -	\$ 2,499.96
CUTRONEO, LISA	\$ 514.65	\$ -	\$ 514.65
CZYZEWSKI, RENEE C .	\$ 23,076.96	\$ -	\$ 23,076.96
D'AMORE, DANIEL F .	\$ 25,913.12	\$ 452.22	\$ 26,365.34
DANIEL, KENNAN E .	\$ 61,566.62	\$ 3,489.97	\$ 65,056.59
DARRIGO, LISA A .	\$ 2,931.37	\$ 360.00	\$ 3,291.37
DAVIS, JANET	\$ 65,570.46	\$ 635.02	\$ 66,205.48
DAVIS, NICOLE T .	\$ 2,762.50	\$ -	\$ 2,762.50
DAVOS, DIANE	\$ 42,300.00	\$ 2,405.55	\$ 44,705.55
DAY, CHRISTINA M .	\$ 108.00	\$ -	\$ 108.00
DEARING, MAURA A .	\$ 72,796.38	\$ 667.90	\$ 73,464.28
DECAROLIS, BRANDI M .	\$ 68,502.56	\$ 637.86	\$ 69,140.42
DECOSTE, ROBERT E .	\$ 696.00	\$ -	\$ 696.00
DELUCIA, FRANCES	\$ 63,187.92	\$ 453.46	\$ 63,641.38
DEMATTIA, DEBRA A .	\$ 4,553.14	\$ 395.00	\$ 4,948.14
DEMERS, MARC A .	\$ 67,429.76	\$ 8,249.75	\$ 75,679.51
DEMOS, SHANNON	\$ 64,916.34	\$ 9,001.74	\$ 73,918.08
DEPIERRO, DONNA M .	\$ 17,328.68	\$ 563.01	\$ 17,891.69
DEPIERRO, VINCENT J .	\$ 5,947.72	\$ -	\$ 5,947.72
DERMODY, JOSEPH J .	\$ 59,129.52	\$ 4,441.73	\$ 63,571.25
DESHLER, JONATHAN M .	\$ 108.00	\$ -	\$ 108.00
DESHLER, MARYANN J .	\$ 22,828.14	\$ 341.79	\$ 23,169.93
DESHLER, TYLER D .	\$ 4,629.00	\$ -	\$ 4,629.00
DESJARDINS, BRYAN	\$ 68,312.49	\$ 6,269.85	\$ 74,582.34
DESROCHERS, LISA E .	\$ 70,908.38	\$ 420.59	\$ 71,328.97
DESTEFANO, KATIA G .	\$ 3,854.96	\$ -	\$ 3,854.96
DEVEAU, KATHERINE M .	\$ 64,596.06	\$ 560.94	\$ 65,157.00
DEVINCENTIS, NICOLETTA	\$ 69,436.40	\$ 984.63	\$ 70,421.03
DICK, BRIAN H .	\$ 2,833.32	\$ -	\$ 2,833.32
DICK, MICHELLE M .	\$ 45,461.36	\$ 3,644.83	\$ 49,106.19
DICREDICO, LAUREN M .	\$ 240.00	\$ -	\$ 240.00
DIFELICE, ALLISON	\$ 14,443.62	\$ 720.00	\$ 15,163.62
DIFRANCO, JENNIFER P .	\$ 796.42	\$ -	\$ 796.42
DIORIO, ELYSE C .	\$ 1,164.00	\$ -	\$ 1,164.00
DIPRIMA, JONATHAN P .	\$ 19,808.82	\$ 16,619.75	\$ 36,428.57
DIRK, MELISSA C .	\$ 11,361.58	\$ -	\$ 11,361.58
DIROCCO, LEO	\$ 23,681.36	\$ 6,339.00	\$ 30,020.36
DOBBIN, TRAVIS M .	\$ 40,064.12	\$ 12,547.94	\$ 52,612.06
DOHERTY, DEREK	\$ 5,441.00	\$ -	\$ 5,441.00
DOHERTY, JAMIE A .	\$ 7,254.08	\$ 5,559.56	\$ 12,813.64
DOHERTY, KATELYN K .	\$ 192.00	\$ -	\$ 192.00
DOHERTY, KEVIN M .	\$ 2,544.00	\$ -	\$ 2,544.00
DOHERTY, KIMBERLY E .	\$ 8,787.56	\$ 8,137.46	\$ 16,925.02
DOHERTY, LAURIE A .	\$ 16,733.82	\$ 570.00	\$ 17,303.82
DOHERTY, MARIA M .	\$ 32,180.33	\$ 7,450.00	\$ 39,630.33

NAME	REGULAR	OTHER*	TOTAL
DOHERTY-FRONDUTO, CHRISTINE	\$ 7,294.33	\$ 447.05	\$ 7,741.38
DONAHOE, TAYLOR A .	\$ 894.00	\$ -	\$ 894.00
DONAHUE, LISA M .	\$ 21,337.28	\$ 1,543.89	\$ 22,881.17
DONNELLY, DEBORAH C .	\$ 540.00	\$ -	\$ 540.00
DONOGHUE, JOHN	\$ 4,930.68	\$ -	\$ 4,930.68
DOOLAN, ROBERT D .	\$ 69,476.96	\$ 639.41	\$ 70,116.37
DOOLEY, CAROLYN E .	\$ 68,594.37	\$ 454.36	\$ 69,048.73
DORRANCE, ROSAMOND J .	\$ 95,491.24	\$ 746.32	\$ 96,237.56
DOUCETTE, PATRICIA J .	\$ 1,978.00	\$ -	\$ 1,978.00
DRISCOLL, BARBARA A .	\$ 552.08	\$ -	\$ 552.08
DROUIN, RONALD JR	\$ 69,476.96	\$ 5,901.23	\$ 75,378.19
DRUM, SUSAN M .	\$ 12,333.65	\$ -	\$ 12,333.65
DUGGAN, TAMMY	\$ 5,364.99	\$ 200.00	\$ 5,564.99
DULONG, LINDA	\$ 150.00	\$ -	\$ 150.00
DUNN, JEANNE M .	\$ 980.00	\$ -	\$ 980.00
DYKEMAN, LYNNE	\$ 39,573.29	\$ 236.32	\$ 39,809.61
EARLY, PAUL D .	\$ 73,388.68	\$ 1,465.48	\$ 74,854.16
EDGERTON, EAMON M .	\$ 70,236.64	\$ 1,562.80	\$ 71,799.44
ELDRINGHOFF, MARY S .	\$ 82,469.22	\$ 1,351.27	\$ 83,820.49
ELWELL, JOANNE M .	\$ 22,696.96	\$ 8,143.40	\$ 30,840.36
EMERSON, TIFFANY J .	\$ 46,576.08	\$ -	\$ 46,576.08
ENGELKEN, MELISSA A .	\$ 13,608.19	\$ 219.87	\$ 13,828.06
ENGELS, THOMAS	\$ 2,160.00	\$ -	\$ 2,160.00
ENOS, TERESA A .	\$ 62,207.36	\$ 510.68	\$ 62,718.04
ESKENAS, BETH A .	\$ 2,983.75	\$ -	\$ 2,983.75
EVANS, GAVIN S .	\$ 784.23	\$ -	\$ 784.23
EWALD, GERALDINE	\$ 1,331.04	\$ -	\$ 1,331.04
FABIANO, WILLIAM J . JR	\$ 53,559.18	\$ 417.90	\$ 53,977.08
FAGAN, JUNE E .	\$ 61,566.62	\$ 429.63	\$ 61,996.25
FAIRWEATHER, PAULA R .	\$ 670.32	\$ -	\$ 670.32
FARNHAM, JAYNE	\$ 81,210.92	\$ 887.01	\$ 82,097.93
FARREY FORSYTH, NANCY	\$ 1,447.13	\$ 38.49	\$ 1,485.62
FELIX, KATIA R .	\$ 1,020.00	\$ -	\$ 1,020.00
FEMINO, SALLY J .	\$ 88,225.00	\$ -	\$ 88,225.00
FERRANTE, CHRISTINA E .	\$ 810.00	\$ -	\$ 810.00
FERRARA, SANDRA M .	\$ 68,502.56	\$ 737.86	\$ 69,240.42
FERREIRA, ELENA R .	\$ 90.00	\$ -	\$ 90.00
FERREIRA, KAREN A .	\$ 77,948.94	\$ 1,275.46	\$ 79,224.40
FERRY, CAROL K .	\$ 399.20	\$ -	\$ 399.20
FINN, BRIAN J .	\$ 22,212.75	\$ -	\$ 22,212.75
FINNERAN, EDWARD	\$ 18,916.36	\$ 285.64	\$ 19,202.00
FITZGERALD, JUDITH I .	\$ 3,991.00	\$ -	\$ 3,991.00
FITZPATRICK, THERESA J .	\$ 360.00	\$ -	\$ 360.00
FLAMMIA, SUZANNE A .	\$ 3,302.10	\$ -	\$ 3,302.10
FLANAGAN, CONOR O .	\$ 33,636.72	\$ 4,399.79	\$ 38,036.51

NAME	REGULAR	OTHER*	TOTAL
FLYNN, CHESTER H .	\$ 4,368.00	\$ -	\$ 4,368.00
FLYNN, DARLENE	\$ 2,567.29	\$ -	\$ 2,567.29
FOLLETT, THERESA	\$ 69,933.98	\$ 702.04	\$ 70,636.02
FORAN, ROBIN M .	\$ 21,943.99	\$ 947.85	\$ 22,891.84
FORSYTH, EMILY J .	\$ 375.00	\$ -	\$ 375.00
FORTI, MELANIE C .	\$ 1,365.00	\$ -	\$ 1,365.00
FORTUNATO, PETER F .	\$ 46,625.72	\$ 12,842.58	\$ 59,468.30
FOWLER, JUNE	\$ 40,399.57	\$ -	\$ 40,399.57
FOYE, BRANDON B .	\$ 66,093.18	\$ 623.14	\$ 66,716.32
FRANCIS, DENNIS G .	\$ 2,499.96	\$ -	\$ 2,499.96
FRANCISCO-MARSH, LYNN M .	\$ 75,236.50	\$ 1,377.28	\$ 76,613.78
FRANK, JOSEPH C .	\$ 60,052.44	\$ 1,422.13	\$ 61,474.57
FRANQUIZ ORTIZ, RUTH E .	\$ 46,794.33	\$ 123.16	\$ 46,917.49
FRASSA, ANDREW P .	\$ 9,672.24	\$ 10,372.67	\$ 20,044.91
FRIEDMAN, CAROLE	\$ 2,183.90	\$ -	\$ 2,183.90
FROIO, CHERYL	\$ 4,976.20	\$ -	\$ 4,976.20
FRONDUTO, STEPHANIE R .	\$ 60.00	\$ -	\$ 60.00
FROST, SANDRA J .	\$ 67,429.76	\$ 422.33	\$ 67,852.09
FULLER, JAN H .	\$ 109,640.50	\$ -	\$ 109,640.50
FULLER, WILLIAM F .	\$ 61,746.14	\$ 1,228.93	\$ 62,975.07
FULLERTON, JUNE	\$ 845.78	\$ -	\$ 845.78
GAFFNEY, MARY ELIZABETH	\$ 400.48	\$ -	\$ 400.48
GAGNE, CATHERINE M .	\$ 70,241.66	\$ 405.16	\$ 70,646.82
GAGNON, CHRISTOPHER J .	\$ 69,983.92	\$ 3,030.42	\$ 73,014.34
GAGNON, KIM M .	\$ 72,338.22	\$ 413.40	\$ 72,751.62
GAGNON, SUSAN	\$ 75,297.54	\$ 3,532.71	\$ 78,830.25
GAHAGAN, BRADLEY R .	\$ 4,604.16	\$ -	\$ 4,604.16
GALE, PATRICIA A .	\$ 16,733.82	\$ 24,900.64	\$ 41,634.46
GALELLO, PAUL G .	\$ 91,896.02	\$ -	\$ 91,896.02
GALLIFORD, CAROL A .	\$ 2,030.28	\$ -	\$ 2,030.28
GALLIGAN, PATRICK J .	\$ 68,502.56	\$ 768.46	\$ 69,271.02
GALLO, CAROLE A .	\$ 85,418.90	\$ 647.25	\$ 86,066.15
GALUSHA, SHELLY A .	\$ 20,541.20	\$ 364.80	\$ 20,906.00
GARIEPY, SALLY B .	\$ 17,333.82	\$ 1,494.00	\$ 18,827.82
GATH, CHRISTINA N .	\$ 255.00	\$ -	\$ 255.00
GAUDETTE, ANNA P .	\$ 15,112.17	\$ 16,506.08	\$ 31,618.25
GENDRON, JAMIE D .	\$ 43,026.52	\$ 15,174.02	\$ 58,200.54
GEORGOPOULOS, SANDRA J .	\$ 3,229.49	\$ 1,725.02	\$ 4,954.51
GERENZ, CATHERINE M .	\$ 57,698.96	\$ 428.39	\$ 58,127.35
GERMAIN, HOLLY A .	\$ 61,837.80	\$ 793.10	\$ 62,630.90
GERRY, ANN L .	\$ 768.00	\$ -	\$ 768.00
GIBSON, KEVIN J .	\$ 68,960.72	\$ 707.63	\$ 69,668.35
GILBERT, KELLY	\$ 2,388.20	\$ -	\$ 2,388.20
GILBRIDE, THOMAS M .	\$ 49,887.82	\$ 2,885.38	\$ 52,773.20
GILGUN, MELISSA	\$ 79,944.10	\$ 631.61	\$ 80,575.71

NAME	REGULAR	OTHER*	TOTAL
GILLESPIE, JENNIFER L .	\$ 68,502.56	\$ 2,767.03	\$ 71,269.59
GILLESPIE, MICHAEL W .	\$ 61,232.96	\$ 412.19	\$ 61,645.15
GILLETTE MANNA, BARBARA J .	\$ 80,992.40	\$ 586.40	\$ 81,578.80
GILLOTTE, KAREN M .	\$ 16,549.18	\$ 19,539.43	\$ 36,088.61
GILLOTTE, SARAH	\$ 64,596.06	\$ 3,153.26	\$ 67,749.32
GINSBURG, JOSEPH M .	\$ 6,128.00	\$ -	\$ 6,128.00
GLASS, DEBRA J .	\$ 63,603.98	\$ 869.03	\$ 64,473.01
GLIDDEN, BRIAN R .	\$ 34,403.76	\$ 847.89	\$ 35,251.65
GODFROY, CHRISINA M .	\$ 1,528.00	\$ 779.00	\$ 2,307.00
GOMES, MELISSA C .	\$ 1,788.59	\$ -	\$ 1,788.59
GORDON, JANET P .	\$ 70,944.68	\$ 3,560.97	\$ 74,505.65
GOSSE, WILLIAM R .	\$ 3,412.00	\$ -	\$ 3,412.00
GOUTHRO, BRIAN M .	\$ 69,266.84	\$ 1,009.82	\$ 70,276.66
GRAASKAMP, DOROTHY A .	\$ 83,070.62	\$ 1,538.46	\$ 84,609.08
GRACE, KERRI L .	\$ 2,784.00	\$ -	\$ 2,784.00
GRAFFEO, COURTNEY P .	\$ 1,124.13	\$ -	\$ 1,124.13
GRAHAM, DONNA	\$ 81,570.23	\$ 4,372.25	\$ 85,942.48
GRANT, JANE	\$ 14,429.98	\$ 400.00	\$ 14,829.98
GRAVEL, JAMES S .	\$ 33,675.52	\$ 1,925.30	\$ 35,600.82
GRAVES, GLORIA J .	\$ 73,764.96	\$ 808.10	\$ 74,573.06
GRIFFIN, JENNIFER L .	\$ 2,062.69	\$ -	\$ 2,062.69
GUGGER, PETER	\$ 3,225.00	\$ -	\$ 3,225.00
GUIDA, MARIE L .	\$ 17,165.38	\$ -	\$ 17,165.38
GUIDA, RICHARD C .	\$ 60.00	\$ -	\$ 60.00
GUSTIN, JOANNE M .	\$ 7,860.50	\$ 200.00	\$ 8,060.50
HAIR-SULLIVAN, LINDA	\$ 150.00	\$ -	\$ 150.00
HAKALA, MORGAN I .	\$ 1,249.50	\$ -	\$ 1,249.50
HAKALA, ROBYN D .	\$ 62,213.52	\$ 571.75	\$ 62,785.27
HALEY-MARTIN, MARIE E .	\$ 2,429.08	\$ -	\$ 2,429.08
HAMILTON, GAIL M .	\$ 73,344.28	\$ 27,659.97	\$ 101,004.25
HAMLIN, MARK R .	\$ 42,070.07	\$ 16,235.30	\$ 58,305.37
HAMLYN, JOYCE G .	\$ 3,628.50	\$ -	\$ 3,628.50
HAMM, MARIA C .	\$ 13,309.50	\$ -	\$ 13,309.50
HANIFIN, ASHLEY E .	\$ 24,974.28	\$ 4,468.02	\$ 29,442.30
HANLEY, KAITLIN M .	\$ 1,139.72	\$ -	\$ 1,139.72
HANNA DURKIN, GALE F .	\$ 11,637.17	\$ 933.00	\$ 12,570.17
HANSBERRY, BONITA	\$ 82,492.82	\$ 3,808.41	\$ 86,301.23
HARDACRE, LYNNE	\$ 74,493.04	\$ 1,226.66	\$ 75,719.70
HARNE, DAVID R .	\$ 45,042.06	\$ 3,839.82	\$ 48,881.88
HARRINGTON, DAVID F .	\$ 40,752.29	\$ 2,141.07	\$ 42,893.36
HARTNETT, MARTHA	\$ 68,861.36	\$ 692.24	\$ 69,553.60
HEICHMAN, SUZANNE	\$ 546.00	\$ -	\$ 546.00
HENRY, KATHLEEN A .	\$ 14,386.97	\$ 2,041.66	\$ 16,428.63
HERRERA, KIM M .	\$ 68,502.56	\$ 840.48	\$ 69,343.04
HESSION, JOANNE B .	\$ 63,159.02	\$ 1,669.87	\$ 64,828.89

NAME	REGULAR	OTHER*	TOTAL
HICKEY, BRIAN J .	\$ 94,477.08	\$ -	\$ 94,477.08
HIGGINS, JENNIFER	\$ 25,717.72	\$ 1,524.00	\$ 27,241.72
HIGGINS, JODI L .	\$ 69,476.96	\$ 689.55	\$ 70,166.51
HILLSON, KIMBERLY H .	\$ 69,405.20	\$ 1,650.37	\$ 71,055.57
HIMMEL, CATHERINE M .	\$ 69,933.98	\$ 2,211.97	\$ 72,145.95
HINES, MARIE E .	\$ 8,285.00	\$ -	\$ 8,285.00
HIRTLE, MARYELLEN	\$ 65,052.72	\$ 740.69	\$ 65,793.41
HODGSON, KAREN M .	\$ 36,160.80	\$ -	\$ 36,160.80
HOGAN, EMILY S .	\$ 1,488.00	\$ -	\$ 1,488.00
HOGAN, KAITLIN E .	\$ 6,972.76	\$ 92.37	\$ 7,065.13
HOGAN, SUSAN E .	\$ 73,483.02	\$ 1,268.36	\$ 74,751.38
HONDROS, ALEXANDROS C .	\$ 3,480.00	\$ -	\$ 3,480.00
HOUSE, LINDA	\$ 54,113.21	\$ 92.37	\$ 54,205.58
HUGHES, MICHELE A .	\$ 67,719.48	\$ 491.54	\$ 68,211.02
HURLEY, KAYLA M .	\$ 120.00	\$ -	\$ 120.00
HYDE, SANDRA M .	\$ 30.00	\$ -	\$ 30.00
HYLAND, LORI	\$ 74,170.25	\$ 1,150.54	\$ 75,320.79
HYNES, KIM	\$ 69,476.96	\$ 28,887.04	\$ 98,364.00
HYNES, NICOLE B .	\$ 44,557.95	\$ 1,527.23	\$ 46,085.18
HYNES, SCOTT A .	\$ 8,676.91	\$ -	\$ 8,676.91
IANNACCI, JENNIFER L .	\$ 830.88	\$ -	\$ 830.88
IANNACCI, LYNN	\$ 17,250.19	\$ -	\$ 17,250.19
IGOE, SUSAN G .	\$ 1,410.00	\$ 800.00	\$ 2,210.00
IMPERILLO, KRISTIN S .	\$ 42,136.26	\$ -	\$ 42,136.26
IMPINK, PAIGE F .	\$ 1,166.82	\$ -	\$ 1,166.82
IRELAND, VIKKI M .	\$ 56,952.14	\$ 399.73	\$ 57,351.87
JACOBS, SHARON M .	\$ 6,951.59	\$ 310.00	\$ 7,261.59
JACOBSEN, BREE D .	\$ 47,368.78	\$ 416.52	\$ 47,785.30
JAGLA, BARBARA J .	\$ 70,662.07	\$ 574.57	\$ 71,236.64
JARDIN, AUGUST P .	\$ 7,853.61	\$ -	\$ 7,853.61
JARVIS, CHRISTOPHER E .	\$ 1,249.85	\$ -	\$ 1,249.85
JELLEY, AMANDA L .	\$ 170.63	\$ -	\$ 170.63
JELLEY, MICHELLE	\$ 1,137.50	\$ -	\$ 1,137.50
JENNINGS, MICHELLE M .	\$ 30,088.40	\$ -	\$ 30,088.40
JOHNSON, ANDREE T .	\$ 74,582.12	\$ 487.08	\$ 75,069.20
JOHNSON, DEANNA	\$ 2,553.02	\$ -	\$ 2,553.02
JOHNSON, GAIL E .	\$ 50,453.70	\$ 7,279.59	\$ 57,733.29
JOHNSTON, KIMBERLY T .	\$ 75,601.40	\$ 5,986.61	\$ 81,588.01
JOYCE, BARBARA C .	\$ 47,506.80	\$ 266.50	\$ 47,773.30
JOYCE, KELLY	\$ 3,906.00	\$ -	\$ 3,906.00
KAKLEAS, KATHY A .	\$ 5,728.17	\$ -	\$ 5,728.17
KALAJIAN, NANCY M .	\$ 76,413.59	\$ 576.04	\$ 76,989.63
KALARITES, MARCIA A .	\$ 76,205.54	\$ 801.03	\$ 77,006.57
KAPUST, MARY E .	\$ 22,182.02	\$ 210.00	\$ 22,392.02
KARLBERG, ROSEANN	\$ 3,476.65	\$ -	\$ 3,476.65

NAME	REGULAR	OTHER*	TOTAL
KASPRZAK, STEVEN J .	\$ 4,821.00	\$ -	\$ 4,821.00
KAVANAUGH, ROBIN L .	\$ 108.00	\$ -	\$ 108.00
KAWALSKI, PATRICIA	\$ 992.94	\$ -	\$ 992.94
KEARNS, JOANNE	\$ 40,399.56	\$ 250.00	\$ 40,649.56
KEARNS, PATRICIA J .	\$ 23,968.85	\$ 1,523.76	\$ 25,492.61
KEDDIE, PATRICIA A .	\$ 71,521.70	\$ 1,047.23	\$ 72,568.93
KEEFE, JEFFREY P .	\$ 20,572.82	\$ 5,516.00	\$ 26,088.82
KEELEY, BONNIE	\$ 6,476.26	\$ -	\$ 6,476.26
KELICH, PETER T .	\$ 2,766.00	\$ -	\$ 2,766.00
KELLEHER, MARY J .	\$ 72,640.24	\$ 5,584.57	\$ 78,224.81
KELLEHER, NANCY L .	\$ 6,098.10	\$ 200.00	\$ 6,298.10
KELLEY, LOUISE E .	\$ 35,754.62	\$ 38.21	\$ 35,792.83
KELLOGG, COURTNEY E .	\$ 1,746.88	\$ -	\$ 1,746.88
KELLY, ERIN M .	\$ 228.00	\$ -	\$ 228.00
KELLY, JENNIFER T .	\$ 69,052.94	\$ 407.90	\$ 69,460.84
KIMBLE, ANGELA D .	\$ 91,896.02	\$ -	\$ 91,896.02
KLING, JOYCE	\$ 7,553.11	\$ 200.00	\$ 7,753.11
KLING, KIMBERLY	\$ 3,080.25	\$ -	\$ 3,080.25
KOSIBA, KRISTEN D .	\$ 70,003.11	\$ 1,304.21	\$ 71,307.32
KOTA, SIVAMARUTHI	\$ 39.92	\$ -	\$ 39.92
KRAYTENBERG, DEBRA J .	\$ 51,449.91	\$ 92.37	\$ 51,542.28
KRZESINSKI, ELIZABETH A .	\$ 69,476.96	\$ 720.34	\$ 70,197.30
KULESZA, DAVID J .	\$ 4,553.92	\$ -	\$ 4,553.92
LACERDA, MINA N .	\$ 1,996.15	\$ -	\$ 1,996.15
LACROIX, KYLE A .	\$ 2,518.75	\$ -	\$ 2,518.75
LAFLAND, KIMBERLY A .	\$ 67,560.04	\$ 391.54	\$ 67,951.58
LAITINEN, SUSAN J .	\$ 68,502.56	\$ 1,684.73	\$ 70,187.29
LALLY, PATRICIA A .	\$ 75,830.40	\$ 500.00	\$ 76,330.40
LAMBERT, MEREDITH L .	\$ 824.00	\$ -	\$ 824.00
LAMOUREUX, KATELYN S .	\$ 1,716.13	\$ -	\$ 1,716.13
LANE, JAIME A .	\$ 73,769.64	\$ 515.19	\$ 74,284.83
LANE, MELISSA J .	\$ 6,779.84	\$ -	\$ 6,779.84
LANGLAIS, RENEE M .	\$ 69,933.98	\$ 615.26	\$ 70,549.24
LANGONE, DEBRA	\$ 13,454.40	\$ -	\$ 13,454.40
LANGUIRAND, ASHLEY M .	\$ 27,159.31	\$ 622.55	\$ 27,781.86
LAPERRIERE, LISA M .	\$ 30.00	\$ -	\$ 30.00
LAPIERRE, NICOLE G .	\$ 74,807.44	\$ 2,171.01	\$ 76,978.45
LAROCQUE, JANICE L .	\$ 51,566.48	\$ 250.00	\$ 51,816.48
LAZZARA, MARY E .	\$ 68,829.08	\$ 14,073.37	\$ 82,902.45
LE, BRENDEN	\$ 54,498.40	\$ -	\$ 54,498.40
LEALDINI-DUDLEY, MARIA G .	\$ 69,266.56	\$ 737.86	\$ 70,004.42
LEE, KATHLEEN M .	\$ 7,796.25	\$ 811.25	\$ 8,607.50
LEEDBERG, ANN C .	\$ 30,573.33	\$ 338.69	\$ 30,912.02
LEFEBVRE, ALAN D .	\$ 6,975.07	\$ -	\$ 6,975.07
LEGRAND, TAYLA A .	\$ 784.00	\$ -	\$ 784.00

NAME	REGULAR	OTHER*	TOTAL
LEGVOLD, CHARITY	\$ 49,036.76	\$ 2,460.40	\$ 51,497.16
LEMELIN, HELEN J .	\$ 3,328.15	\$ -	\$ 3,328.15
LENNON, CAROL A .	\$ 20,262.79	\$ 6,740.00	\$ 27,002.79
LEVY, MARLA A .	\$ 8,095.11	\$ -	\$ 8,095.11
LIBBY, DAVID A .	\$ 103,200.50	\$ 2,665.00	\$ 105,865.50
LINDSEY, EILEEN M .	\$ 70,391.98	\$ 1,752.25	\$ 72,144.23
LINSKEY, JOANNE L .	\$ 7,850.00	\$ -	\$ 7,850.00
LINSKEY, MEGAN R .	\$ 10,522.50	\$ -	\$ 10,522.50
LONG, ANDREW J .	\$ 88,610.90	\$ -	\$ 88,610.90
LOOSEN, MARY	\$ 70,241.66	\$ 467.98	\$ 70,709.64
LOWE, DEREK J .	\$ 804.00	\$ -	\$ 804.00
LUPPI, DIANE M .	\$ 6,243.10	\$ -	\$ 6,243.10
LUPPI, MEGAN S .	\$ 300.00	\$ -	\$ 300.00
LUSSIER, PAMELA	\$ 24,130.64	\$ 960.00	\$ 25,090.64
LYNCH, JOAN	\$ 80,489.06	\$ 3,215.99	\$ 83,705.05
LYONS, JOHN L .	\$ 100,808.99	\$ -	\$ 100,808.99
MACDONALD, KATHLEEN A .	\$ 1,044.00	\$ -	\$ 1,044.00
MACDONALD, MARY R .	\$ 7,142.00	\$ -	\$ 7,142.00
MACFARLANE, NATASHA	\$ 15,376.32	\$ 671.48	\$ 16,047.80
MACHANE, JANA	\$ 425.00	\$ -	\$ 425.00
MACLAREN-KELLEY, JENNIFER L .	\$ 830.35	\$ -	\$ 830.35
MACLEOD, KATHLEEN	\$ 61,232.96	\$ 650.13	\$ 61,883.09
MACMULLIN, ANDREA M .	\$ 60,844.86	\$ 1,097.91	\$ 61,942.77
MACNEIL, LAUREEN	\$ 3,095.71	\$ -	\$ 3,095.71
MAHONEY, EILEEN M .	\$ 3,190.28	\$ -	\$ 3,190.28
MAIA, PATRICIA G .	\$ 12,218.13	\$ -	\$ 12,218.13
MALONEY, KATHLEEN A .	\$ 68,502.56	\$ 18,027.16	\$ 86,529.72
MANCE, KIM M .	\$ 2,290.16	\$ -	\$ 2,290.16
MANCUSO, ELIZABETH A .	\$ 15,168.00	\$ 332.20	\$ 15,500.20
MANGAN, JOHNNA P .	\$ 22,182.02	\$ 922.51	\$ 23,104.53
MANLEY, JAMES II	\$ 62,438.88	\$ 363.59	\$ 62,802.47
MANOLOULIS, TYNIA A .	\$ 570.00	\$ -	\$ 570.00
MARAZZI, MICHELE M .	\$ 13,459.12	\$ -	\$ 13,459.12
MARCELLA, JENNIFER K .	\$ 68,810.24	\$ 858.83	\$ 69,669.07
MARCHAND, JON A .	\$ 68,114.66	\$ 28,534.62	\$ 96,649.28
MARCUS, DAVID	\$ 500.00	\$ -	\$ 500.00
MARGET, LISA G .	\$ 51,237.76	\$ 9,883.17	\$ 61,120.93
MARINO, NEIL J .	\$ 764.00	\$ -	\$ 764.00
MARKHAM, CECILY A .	\$ 71,363.82	\$ 532.30	\$ 71,896.12
MARROCCO, ELIZABETH A .	\$ 45,721.53	\$ 292.51	\$ 46,014.04
MARSH, MOLLY	\$ 5,748.00	\$ -	\$ 5,748.00
MARSH, TIFFANIE E .	\$ 896.75	\$ -	\$ 896.75
MARTEL, GRETCHEN A .	\$ 71,671.50	\$ 598.08	\$ 72,269.58
MARTEL, PATRICIA M .	\$ 64,266.58	\$ 12,729.87	\$ 76,996.45
MARTIN, DANIEL N .	\$ 50,866.34	\$ 15,270.11	\$ 66,136.45

NAME	REGULAR	OTHER*	TOTAL
MASTONE, ANDREW J .	\$ 7,519.76	\$ 779.00	\$ 8,298.76
MATRANGA, ERICA	\$ 7,593.77	\$ 6,537.00	\$ 14,130.77
MATYSCZAK, HELEN	\$ 73,312.44	\$ 3,274.08	\$ 76,586.52
MAXFIELD, ROGER N . III	\$ 54,339.28	\$ 604.92	\$ 54,944.20
MAYO, DANIELLE E .	\$ 2,925.29	\$ -	\$ 2,925.29
MAZZAPICA, MARY M .	\$ 10,008.92	\$ -	\$ 10,008.92
MCANDREWS, PATRICK F .	\$ 69,476.96	\$ 922.41	\$ 70,399.37
MCARDLE, KEVIN P .	\$ 14,696.00	\$ -	\$ 14,696.00
MCBRINE, MONICA	\$ 53,959.37	\$ 565.17	\$ 54,524.54
MCCABE, ROBERT F .	\$ 5,334.96	\$ 5,090.00	\$ 10,424.96
MCCANN, JOSEPH F .	\$ 44,448.65	\$ 15,799.01	\$ 60,247.66
MCCARTHY, ROBERT	\$ 47,187.47	\$ 573.53	\$ 47,761.00
MCCONNELL, BRENDA E .	\$ 372.00	\$ -	\$ 372.00
MCCORMICK, ANNMARIE	\$ 39,321.32	\$ 8,996.44	\$ 48,317.76
MCDERMOTT, BETH A .	\$ 17,333.82	\$ 1,042.78	\$ 18,376.60
MCDERMOTT, KATHY	\$ 69,542.09	\$ 556.78	\$ 70,098.87
MCGINN, MARYBETH	\$ 74,586.64	\$ 3,432.79	\$ 78,019.43
MCGRATH, MICHELLE L .	\$ 71,665.10	\$ 442.25	\$ 72,107.35
MCGREGOR FAY, ANNE B .	\$ 60,246.60	\$ 1,452.18	\$ 61,698.78
MCINNES, JUDI K .	\$ 87,390.27	\$ 292.51	\$ 87,682.78
MCINTYRE, KEVIN R .	\$ 52,965.74	\$ 500.00	\$ 53,465.74
MCKENNA, JOEL B .	\$ 56,961.36	\$ 10,506.07	\$ 67,467.43
MCLAUGHLIN, FRANCIS P .	\$ 4,803.12	\$ -	\$ 4,803.12
MCLAUGHLIN, KAYLA M .	\$ 18,252.30	\$ 600.00	\$ 18,852.30
MCLAUGHLIN, MARIA L .	\$ 29,623.05	\$ 385.71	\$ 30,008.76
MCWILLIAMS, BRENDA	\$ 75,797.62	\$ 4,635.31	\$ 80,432.93
MEEKER, ALEXANDRA E .	\$ 72,795.24	\$ 1,930.45	\$ 74,725.69
MELLO, DEVON M .	\$ 8,697.12	\$ 230.93	\$ 8,928.05
MELLONI, MARY JO	\$ 45,700.00	\$ 3,400.00	\$ 49,100.00
MELLY, CHARLAINE L .	\$ 64,226.48	\$ 1,189.73	\$ 65,416.21
MEMMOLO, GAIL J .	\$ 2,484.05	\$ -	\$ 2,484.05
MERCIER, KELLY E .	\$ 39,321.37	\$ 313.17	\$ 39,634.54
MERRILL, JENNIFER A .	\$ 58,939.38	\$ 3,891.25	\$ 62,830.63
MERRILL, KAILEIGH R .	\$ 682.51	\$ -	\$ 682.51
MERRY, DANIEL J .	\$ 62,065.36	\$ 7,242.42	\$ 69,307.78
MEUSE, BRENDA L .	\$ 65,950.10	\$ 382.53	\$ 66,332.63
MEUSE, MOLLY E .	\$ 300.00	\$ -	\$ 300.00
MEUSE, PATRICIA M .	\$ 48,757.24	\$ 250.00	\$ 49,007.24
MEUSE, SUSAN A .	\$ 31,696.93	\$ 4,432.00	\$ 36,128.93
MEUSE, WILLIAM W .	\$ 14,237.28	\$ 16,089.00	\$ 30,326.28
MEZIANE, JOANNE L .	\$ 68,502.56	\$ 609.55	\$ 69,112.11
MIANO, DENISE	\$ 12,805.39	\$ 400.00	\$ 13,205.39
MIDDLETON, JUDITH A .	\$ 68,146.28	\$ 1,951.94	\$ 70,098.22
MILLER, GRETA L .	\$ 39,958.02	\$ 307.90	\$ 40,265.92
MILLER, SANDRA H .	\$ 45,623.27	\$ 811.14	\$ 46,434.41

NAME	REGULAR	OTHER*	TOTAL
MILNE, KAREN M .	\$ 2,191.96	\$ -	\$ 2,191.96
MIRANDA, SHANNON M .	\$ 69,933.98	\$ 692.24	\$ 70,626.22
MITCHELL, HEIDI E .	\$ 48.00	\$ -	\$ 48.00
MOFFAT, DAVID S .	\$ 64,544.12	\$ 1,484.07	\$ 66,028.19
MOLEA, TERESA C .	\$ 1,336.00	\$ -	\$ 1,336.00
MOLINARI, JANET B .	\$ 120.00	\$ -	\$ 120.00
MOLLOY, PETER M .	\$ 68,502.56	\$ 16,943.68	\$ 85,446.24
MONDELLO, CAITLYN M .	\$ 828.00	\$ -	\$ 828.00
MOONEY, DONNA B .	\$ 91,038.50	\$ -	\$ 91,038.50
MOORE, JENNIFER S .	\$ 2,463.20	\$ -	\$ 2,463.20
MOORER, SUSAN M .	\$ 60,246.60	\$ 375.77	\$ 60,622.37
MORIARTY, CAROL G .	\$ 7,095.59	\$ -	\$ 7,095.59
MORRILL, BRIAN J .	\$ 3,265.00	\$ -	\$ 3,265.00
MORRILL, THOMAS A . JR	\$ 74,031.83	\$ 17,991.09	\$ 92,022.92
MORRISSEY, ERIN N .	\$ 1,302.63	\$ -	\$ 1,302.63
MORRISSEY, JOANNE M .	\$ 78,873.20	\$ 759.89	\$ 79,633.09
MORRISSEY, KEVIN M .	\$ 6,252.02	\$ -	\$ 6,252.02
MROZ, SHAINA J .	\$ 50,847.46	\$ 334.34	\$ 51,181.80
MROZOWSKI, JENNIFER	\$ 77,319.40	\$ 1,400.78	\$ 78,720.18
MUGFORD, DEBRALEE	\$ 58,730.14	\$ -	\$ 58,730.14
MUISE, KEVIN J .	\$ 68,502.56	\$ 7,101.30	\$ 75,603.86
MULLIGAN, CHRISTINE	\$ 10,256.29	\$ -	\$ 10,256.29
MULLOY, SHERI F .	\$ 60,393.18	\$ 455.60	\$ 60,848.78
MULNO, SUSAN	\$ 67,887.92	\$ 454.36	\$ 68,342.28
MURPHY, JACLYN A .	\$ 60,886.32	\$ 583.73	\$ 61,470.05
MURPHY, LOIS E .	\$ 16,415.28	\$ 165.00	\$ 16,580.28
MURRAY, KARA M .	\$ 68,502.56	\$ 483.91	\$ 68,986.47
MURRAY, KEVIN C .	\$ 1,692.00	\$ -	\$ 1,692.00
MUSCOLINO, ELIZABETH	\$ 52,928.88	\$ 4,453.62	\$ 57,382.50
NAHLIK, STEVEN G .	\$ 59,695.88	\$ 2,636.75	\$ 62,332.63
NAPOLI, PATRICIA A .	\$ 33,261.37	\$ 125.00	\$ 33,386.37
NAPOLITANO, SAMANTHA L .	\$ 5,476.00	\$ 1,020.83	\$ 6,496.83
NASTASI, MARIELLEN A .	\$ 75,675.88	\$ 492.51	\$ 76,168.39
NAVETTA, CAROL M .	\$ 77,720.60	\$ 4,989.07	\$ 82,709.67
NEAL, TERRANCE F .	\$ 43,681.80	\$ 1,328.44	\$ 45,010.24
NICHOLSON, KATHRYN M .	\$ 50,121.04	\$ 1,948.12	\$ 52,069.16
NICKERSON, DIANE	\$ 5,898.93	\$ 200.00	\$ 6,098.93
NILES, EMILY A .	\$ 34,669.44	\$ 3,099.66	\$ 37,769.10
NIX, JULIA R .	\$ 5,476.00	\$ 150.00	\$ 5,626.00
NOBERINI, JAIME L .	\$ 64,596.06	\$ 374.34	\$ 64,970.40
NOEL, EMILY A .	\$ 3,019.40	\$ -	\$ 3,019.40
NORDSTROM, KAREN M .	\$ 19,771.62	\$ 2,523.61	\$ 22,295.23
NORTON, PAUL E .	\$ 4,821.00	\$ -	\$ 4,821.00
OBERG, SCOTT	\$ 230.00	\$ 90.00	\$ 320.00
OBERG, TERESA M .	\$ 22,366.66	\$ 543.39	\$ 22,910.05

NAME	REGULAR	OTHER*	TOTAL
OBRIEN, JOANNE	\$ 75,841.24	\$ 560.89	\$ 76,402.13
OCONNOR, JOHN E .	\$ 175,907.07	\$ -	\$ 175,907.07
O'DONNELL, LINDA J .	\$ 2,253.67	\$ -	\$ 2,253.67
OHARE, NANCY J .	\$ 32,298.59	\$ 5,471.55	\$ 37,770.14
OHARE, SEAN P .	\$ 11,764.56	\$ 87.25	\$ 11,851.81
OKEEFE, KRISTIN M .	\$ 1,620.00	\$ -	\$ 1,620.00
OKEEFE, STEPHEN J .	\$ 5,349.00	\$ -	\$ 5,349.00
OLEARY, SHANNON M .	\$ 720.00	\$ -	\$ 720.00
OLEVSKY, TIMOTHY M .	\$ 55,618.73	\$ 568.36	\$ 56,187.09
ONG, DENNIS	\$ 539.75	\$ -	\$ 539.75
OSBORNE, BRIANNA H .	\$ 1,164.10	\$ -	\$ 1,164.10
OSBORNE, M EILEEN T .	\$ 102,266.23	\$ 3,978.35	\$ 106,244.58
OSTERBERG, ROY	\$ 41,561.81	\$ 331.42	\$ 41,893.23
OSTERMAN, MARCIA	\$ 58,768.07	\$ 2,192.87	\$ 60,960.94
OTIS, JAMES A .	\$ 54,220.38	\$ 629.48	\$ 54,849.86
PAGE, RONALD G .	\$ 40,988.75	\$ 15,324.27	\$ 56,313.02
PALANGE, ALISSA M .	\$ 26,937.00	\$ 6,653.58	\$ 33,590.58
PALLADINO, KATHRYN E .	\$ 19,756.64	\$ 413.69	\$ 20,170.33
PALMER, JARYD	\$ 27,800.96	\$ 12,029.88	\$ 39,830.84
PALUMBO, PILAR	\$ 710.56	\$ -	\$ 710.56
PANGIONE, STEPHEN R .	\$ 300.00	\$ -	\$ 300.00
PAQUIN, PAMELA J .	\$ 2,053.23	\$ -	\$ 2,053.23
PARADIS, STACEY A .	\$ 49,036.76	\$ 734.29	\$ 49,771.05
PARADISO, JENNIFER L .	\$ 1,690.00	\$ -	\$ 1,690.00
PARKER, KELSEY A .	\$ 682.51	\$ -	\$ 682.51
PATTERSON, CALLINA	\$ 240.00	\$ -	\$ 240.00
PATTERSON, ROLAND T .	\$ 43,272.53	\$ 32,469.08	\$ 75,741.61
PAUL, GEORGE S .	\$ 9,777.11	\$ -	\$ 9,777.11
PAULA, EMILY C .	\$ 5,958.83	\$ -	\$ 5,958.83
PAYNE, YVETTE	\$ 120.00	\$ -	\$ 120.00
PELLETIER, RICHARD T .	\$ 104,342.20	\$ 2,600.00	\$ 106,942.20
PELOQUIN, CYNTHIA S .	\$ 71,821.98	\$ 3,687.26	\$ 75,509.24
PENNEY, KATHLEEN	\$ 18,028.96	\$ 4,930.00	\$ 22,958.96
PERKINS, MARGARET L .	\$ 45,042.06	\$ 1,098.15	\$ 46,140.21
PESANTES, FRANCESCA P .	\$ 1,177.25	\$ -	\$ 1,177.25
PESCATORE, PINA L .	\$ 228.00	\$ -	\$ 228.00
PETHERBRIDGE, AURELIE N .	\$ 780.00	\$ -	\$ 780.00
PETHERBRIDGE, WILLIAM L .	\$ 988.13	\$ -	\$ 988.13
PETILLI, SHIRLEY	\$ 1,044.00	\$ -	\$ 1,044.00
PETRIE, KRISTINA H .	\$ 732.00	\$ -	\$ 732.00
PETRIE, MARY	\$ 48,891.26	\$ 1,010.78	\$ 49,902.04
PFEIFER, CATHERINE T .	\$ 64,577.87	\$ 594.90	\$ 65,172.77
PHANEUF, MARY J .	\$ 312.12	\$ -	\$ 312.12
PICCOLO, ANNA N .	\$ 501.50	\$ -	\$ 501.50
PINEAU, ELENA M .	\$ 22,182.02	\$ 150.00	\$ 22,332.02

NAME	REGULAR	OTHER*	TOTAL
PIROLLO, MICHAEL L .	\$ 22,885.84	\$ 389.40	\$ 23,275.24
PODOLSKY, KRISTEN M .	\$ 72,795.24	\$ 416.08	\$ 73,211.32
PODZYCKI, DENISE V .	\$ 1,309.00	\$ -	\$ 1,309.00
POLICELLI, ANN M .	\$ 2,707.17	\$ -	\$ 2,707.17
POLIMENO, KRISTEN M .	\$ 2,666.64	\$ -	\$ 2,666.64
POLIMENO, LESLIE A .	\$ 1,678.28	\$ -	\$ 1,678.28
PORCARO, CHELSEE D .	\$ 981.75	\$ -	\$ 981.75
PORCARO, CHERYL	\$ 77,264.12	\$ 7,999.44	\$ 85,263.56
POST, NICOLE A .	\$ 5,596.00	\$ 2,162.82	\$ 7,758.82
PRICE, JENNIFER G .	\$ 68,986.85	\$ 3,245.06	\$ 72,231.91
PRINDIVILLE, SAMANTHA C .	\$ 779.00	\$ -	\$ 779.00
PRINGLE, JAMES R .	\$ 69,952.64	\$ 643.36	\$ 70,596.00
PUCCIA, LISA J .	\$ 1,666.64	\$ -	\$ 1,666.64
PUDDESTER-MCKENNA, BERYL	\$ 71,673.84	\$ 478.07	\$ 72,151.91
PUMA, DUSTINE R .	\$ 72,297.66	\$ 1,181.99	\$ 73,479.65
QUINN, TARA M .	\$ 57,398.34	\$ 500.07	\$ 57,898.41
QUINN, TIMOTHY M .	\$ 764.00	\$ -	\$ 764.00
QUINTILIANI, JEANNE M .	\$ 1,617.61	\$ -	\$ 1,617.61
RAFIQ, FAUZIA	\$ 1,113.14	\$ -	\$ 1,113.14
RAHMAN, ZOBEDA	\$ 408.00	\$ -	\$ 408.00
RAIS, DEBRA L .	\$ 455.00	\$ -	\$ 455.00
RAMASKA, CINDY D .	\$ 71,821.98	\$ 877.93	\$ 72,699.91
RAND, ANNE L .	\$ 71,859.94	\$ 853.39	\$ 72,713.33
RAUSEO, JEFFERSON M .	\$ 4,003.32	\$ -	\$ 4,003.32
RAUSEO, MATTHEW L .	\$ 2,810.88	\$ -	\$ 2,810.88
RAUSEO, MAURA A .	\$ 29,884.76	\$ 1,933.45	\$ 31,818.21
RAY, JAMES L .	\$ 5,706.00	\$ -	\$ 5,706.00
RE, DONNA M .	\$ 1,100.00	\$ -	\$ 1,100.00
READING, ROBIN	\$ 70,908.38	\$ 599.45	\$ 71,507.83
REBELO, CARLOS	\$ 14,451.93	\$ -	\$ 14,451.93
REES, LAUREN E .	\$ 4,756.25	\$ -	\$ 4,756.25
REGAN, SAMANTHA L .	\$ 3,448.49	\$ -	\$ 3,448.49
REICH, JANICE E .	\$ 5,947.65	\$ -	\$ 5,947.65
REINHART, HEIDI E .	\$ 55,382.69	\$ 424.14	\$ 55,806.83
REISSFELDER, LAURIE A .	\$ 204.00	\$ -	\$ 204.00
REKKBIE, LINDA	\$ 7,428.78	\$ -	\$ 7,428.78
REPPUCCI, DIANE E .	\$ 13,071.38	\$ -	\$ 13,071.38
REYES, JANET E .	\$ 68,502.56	\$ 391.54	\$ 68,894.10
RICHARDSON, KAITLYN	\$ 1,251.25	\$ -	\$ 1,251.25
RIVERA, MICHELE L .	\$ 41,869.02	\$ -	\$ 41,869.02
RIVERS, SUSAN E .	\$ 400.00	\$ -	\$ 400.00
ROBERTS, BRITTANY M .	\$ 48,745.76	\$ 379.58	\$ 49,125.34
ROBICHAUD, ELLEN-DALE	\$ 22,828.14	\$ -	\$ 22,828.14
ROBINSON, ELIZABETH C .	\$ 74,991.60	\$ 848.99	\$ 75,840.59
ROBINSON, MEGAN R .	\$ 57,118.62	\$ 1,913.15	\$ 59,031.77

NAME	REGULAR	OTHER*	TOTAL
ROBSON, SARAH M .	\$ 37,395.34	\$ 1,020.00	\$ 38,415.34
ROCCO, MICHAEL A .	\$ 20,489.76	\$ 90.00	\$ 20,579.76
RODGERS, KRISTI	\$ 69,476.96	\$ 397.04	\$ 69,874.00
ROGERS, KRISTINA	\$ 75,276.00	\$ 2,653.72	\$ 77,929.72
ROGERS, ROBERT G .	\$ 70,034.52	\$ 685.01	\$ 70,719.53
ROLLKA, PATRICIA J .	\$ 2,901.30	\$ 650.00	\$ 3,551.30
ROMANO, KRISTIN C .	\$ 62,494.16	\$ 391.54	\$ 62,885.70
ROMANSKI, MARYANN	\$ 22,919.52	\$ 6,582.83	\$ 29,502.35
RONAN, MARK J .	\$ 23,460.14	\$ 1,446.16	\$ 24,906.30
ROONEY, CORINNE D .	\$ 34,114.24	\$ 2,075.33	\$ 36,189.57
ROUFF, FRANCESCA	\$ 84,340.82	\$ 1,847.15	\$ 86,187.97
RUSSELL, JORDAN T .	\$ 3,429.00	\$ -	\$ 3,429.00
RUSSELL, JOSEPH	\$ 833.32	\$ -	\$ 833.32
RUSSO, KIMBERLY A .	\$ 71,363.82	\$ 1,093.04	\$ 72,456.86
RYALS-REARDON, KAREN E .	\$ 3,874.27	\$ -	\$ 3,874.27
RYAN, MACKENZIE	\$ 631.13	\$ -	\$ 631.13
RYAN, SANDRA	\$ 39,842.32	\$ 4,581.50	\$ 44,423.82
RYAN, SHELLI-AN	\$ 76,772.46	\$ 10,222.37	\$ 86,994.83
RYAN, THOMAS F .	\$ 46,576.08	\$ 2,772.55	\$ 49,348.63
RYSER, PATRICIA A .	\$ 62,607.34	\$ 7,576.83	\$ 70,184.17
SAAD, NICOLE L .	\$ 63,832.36	\$ 569.78	\$ 64,402.14
SABBAG, SUZANNE M .	\$ 396.00	\$ -	\$ 396.00
SACRAMONE-GREENE, DONNA M .	\$ 61,221.00	\$ 858.51	\$ 62,079.51
SADLER, SHEILA	\$ 69,933.98	\$ 904.98	\$ 70,838.96
SAINDON, DENISE M .	\$ 67,628.28	\$ 1,501.27	\$ 69,129.55
SAMPSON, AMY L .	\$ 1,058.00	\$ -	\$ 1,058.00
SANDS, JEFFREY D .	\$ 104,713.29	\$ 866.66	\$ 105,579.95
SANTORO, JOSEPH A . II	\$ 451.41	\$ -	\$ 451.41
SAPIENZA, JILIAN M .	\$ 13,828.64	\$ 308.41	\$ 14,137.05
SARCIONE, KRISTI L .	\$ 70,241.66	\$ 15,103.50	\$ 85,345.16
SARTORI, ANITA	\$ 621.92	\$ -	\$ 621.92
SASSON, PAULA	\$ 948.00	\$ -	\$ 948.00
SCHNEIDER, CARLY	\$ 60.00	\$ -	\$ 60.00
SCIALDONE, KELLY M .	\$ 68,502.56	\$ 391.54	\$ 68,894.10
SCOTT, GINGER L .	\$ 2,092.60	\$ 660.00	\$ 2,752.60
SCOTT, SHAWN D .	\$ 3,412.00	\$ -	\$ 3,412.00
SELISSEN, JEANNE K .	\$ 71,366.22	\$ 428.80	\$ 71,795.02
SERINO, JULIE L .	\$ 67,429.76	\$ 654.50	\$ 68,084.26
SHAO, DAN	\$ 63,395.28	\$ 1,369.50	\$ 64,764.78
SHARP, ELIZABETH K .	\$ 90,465.72	\$ 31.41	\$ 90,497.13
SHEAHAN, KRISTINA A .	\$ 65,996.56	\$ 397.91	\$ 66,394.47
SHEEHAN, ANN B .	\$ 10,879.00	\$ -	\$ 10,879.00
SHEEHAN, ASHLEY M .	\$ 53,895.92	\$ 14,135.93	\$ 68,031.85
SHEEHAN, KIMBERLY A .	\$ 20,739.07	\$ 860.00	\$ 21,599.07
SHEPPARD, LORI	\$ 8,198.24	\$ -	\$ 8,198.24

NAME	REGULAR	OTHER*	TOTAL
SHIMKUS, JAMES P .	\$ 40,025.32	\$ 7,411.30	\$ 47,436.62
SHIRKOFF, PAMELA A .	\$ 80,504.20	\$ 17,270.01	\$ 97,774.21
SHIRKOFF, ROBERT	\$ 73,153.90	\$ 1,070.85	\$ 74,224.75
SHIRKOFF, RYAN M .	\$ 660.00	\$ -	\$ 660.00
SHOLL, KATHLEEN T .	\$ 16,304.81	\$ 476.17	\$ 16,780.98
SILVA, BARBARA J .	\$ 4,249.40	\$ 1,080.63	\$ 5,330.03
SILVA, CHERYL A .	\$ 22,366.66	\$ 351.66	\$ 22,718.32
SILVA, KAITLYN M .	\$ 3,809.61	\$ -	\$ 3,809.61
SILVA, MAKAYLA G .	\$ 1,137.50	\$ -	\$ 1,137.50
SINCLAIR, ELAINE C .	\$ 77,719.56	\$ 2,087.21	\$ 79,806.77
SKAALAND, CARINA M .	\$ 2,850.12	\$ -	\$ 2,850.12
SLEZAK, DIANE N .	\$ 46,950.01	\$ 7,809.70	\$ 54,759.71
SMALLIDGE, NICOLE	\$ 73,102.92	\$ 2,155.25	\$ 75,258.17
SMITH-DOCKHAM, ALISSA D .	\$ 67,523.69	\$ 3,439.75	\$ 70,963.44
SMOLINSKY, ANDREA J .	\$ 18,175.04	\$ -	\$ 18,175.04
SOARES, DIANA A .	\$ 1,595.56	\$ -	\$ 1,595.56
SOKOL, SUSAN A .	\$ 2,400.00	\$ -	\$ 2,400.00
SORDILLO, DENISE A .	\$ 2,901.85	\$ -	\$ 2,901.85
SOUZA, FLORENCE F .	\$ 70,908.38	\$ 497.59	\$ 71,405.97
SPELIOTIS, MATTHEW J .	\$ 1,296.00	\$ -	\$ 1,296.00
SPEROS, ELAINE F .	\$ 76,785.46	\$ 572.09	\$ 77,357.55
SPEZZANO, LORI A .	\$ 2,015.00	\$ 250.00	\$ 2,265.00
SPOLEN, SUSAN A .	\$ 68,502.56	\$ 822.60	\$ 69,325.16
SPRAGUE, LAUREN	\$ 1,528.00	\$ -	\$ 1,528.00
STACK, CATHERINE F .	\$ 63,745.06	\$ 454.36	\$ 64,199.42
STAFFORD, STEVEN W .	\$ 420.00	\$ -	\$ 420.00
STAMP, JASON R .	\$ 92,965.24	\$ 1,739.93	\$ 94,705.17
STARLING, KATHLEEN A .	\$ 22,289.36	\$ 1,806.79	\$ 24,096.15
STASKYWICZ, KIMBERLY	\$ 290.00	\$ -	\$ 290.00
STERNLIGHT, AMIE P .	\$ 7,989.51	\$ -	\$ 7,989.51
STONE, KIMBERLY M .	\$ 73,769.64	\$ 829.48	\$ 74,599.12
STRATIS, PATRICIA	\$ 1,320.00	\$ -	\$ 1,320.00
STRICKLER, CHRISTINE	\$ 43,272.32	\$ 1,980.33	\$ 45,252.65
STRONACH, RICHARD J .	\$ 43,468.52	\$ 21,764.53	\$ 65,233.05
SUGRUE, DANIEL P .	\$ 731.25	\$ -	\$ 731.25
SUGRUE, KELLI A .	\$ 603.50	\$ -	\$ 603.50
SULLIVAN, BARRY T .	\$ 39,535.26	\$ 553.62	\$ 40,088.88
SULLIVAN, CHARLENE A .	\$ 5,810.60	\$ 200.00	\$ 6,010.60
SULLIVAN, JAMES T . JR	\$ 72,167.62	\$ 7,014.58	\$ 79,182.20
SULLIVAN, LAURA L .	\$ 19,768.09	\$ 400.00	\$ 20,168.09
SULLIVAN, SUSAN M .	\$ 73,508.52	\$ 782.89	\$ 74,291.41
SULLIVAN, VICTORIA A .	\$ 840.00	\$ -	\$ 840.00
SUTHERLAND, CAROL A .	\$ 130.00	\$ -	\$ 130.00
SUTLIFF, NADINE B .	\$ 50,245.52	\$ 12,744.49	\$ 62,990.01
SWANSBURG, KEVIN J .	\$ 3,412.00	\$ -	\$ 3,412.00

NAME	REGULAR	OTHER*	TOTAL
SYLVESTER, LINDA A .	\$ 648.00	\$ -	\$ 648.00
TABER, ERIK C .	\$ 30.79	\$ -	\$ 30.79
TAGGART, JULIA M .	\$ 51,129.04	\$ 750.63	\$ 51,879.67
TEAGUE, SAMANTHA K .	\$ 922.00	\$ -	\$ 922.00
TECCE, TRACY F .	\$ 1,673.13	\$ -	\$ 1,673.13
TELLIER, HOLLY	\$ 6,785.00	\$ -	\$ 6,785.00
TERRY, KIM E .	\$ 21,926.48	\$ 646.45	\$ 22,572.93
TETRAULT, LAURA P .	\$ 1,848.10	\$ -	\$ 1,848.10
THARRETT, CANDACE M .	\$ 64,596.06	\$ 6,254.21	\$ 70,850.27
THEISEN, ANNE M .	\$ 17,482.71	\$ 5,291.92	\$ 22,774.63
THERIAULT-REGAN, BRENDA M .	\$ 103,331.08	\$ -	\$ 103,331.08
THEW, KATHERINE A .	\$ 68,502.56	\$ 454.36	\$ 68,956.92
THIBAUT, MAUREEN G .	\$ 10,119.16	\$ -	\$ 10,119.16
THUILLIER, PETER G .	\$ 44,074.07	\$ 9,413.74	\$ 53,487.81
TIERNEY, MARYBETH	\$ 22,366.66	\$ 451.41	\$ 22,818.07
TIMMINS, MEAGAN K .	\$ 908.00	\$ -	\$ 908.00
TIRABASSI, MELANIE A .	\$ 22,766.62	\$ 10,300.33	\$ 33,066.95
TORNAME, NANCY	\$ 39,321.35	\$ -	\$ 39,321.35
TOUPIN, STEPHANIE L .	\$ 288.00	\$ -	\$ 288.00
TOUSIGNANT, DAVID	\$ 1,326.50	\$ -	\$ 1,326.50
TOVEY, JEANNETTE E .	\$ 1,360.44	\$ -	\$ 1,360.44
TRACHTENBERG, DEBORAH A .	\$ 60.00	\$ -	\$ 60.00
TRAINOR, KELLY M .	\$ 204.00	\$ -	\$ 204.00
TRAMONTE, LISA M .	\$ 64,796.56	\$ 709.35	\$ 65,505.91
TRANT, TIFFANY L .	\$ 71,422.08	\$ 507.90	\$ 71,929.98
TREVOR, DENISE A .	\$ 22,961.52	\$ 2,722.26	\$ 25,683.78
TRODDEN, KIMBERLY L .	\$ 192.00	\$ -	\$ 192.00
TSAKALAKOS, SARAH A .	\$ 68,502.56	\$ 1,846.73	\$ 70,349.29
TUCKER, ELAINE M .	\$ 6,160.25	\$ -	\$ 6,160.25
VALCOURT MAHER, MELISSA A .	\$ 1,339.18	\$ -	\$ 1,339.18
VELOZO, EMILY A .	\$ 682.00	\$ -	\$ 682.00
VENTURA, CATHERINE F .	\$ 75,200.20	\$ 8,876.30	\$ 84,076.50
VERSACKAS, JOSEPH III	\$ 3,384.00	\$ -	\$ 3,384.00
VIEIRA, BARBARA	\$ 5,479.75	\$ -	\$ 5,479.75
VONKAHLE, HEIDI	\$ 3,362.00	\$ -	\$ 3,362.00
WAITE, BRENDA	\$ 3,725.31	\$ -	\$ 3,725.31
WAKEFIELD, RITA	\$ 1,164.10	\$ -	\$ 1,164.10
WALDRIP, ROBERTA	\$ 14,517.66	\$ 480.00	\$ 14,997.66
WALDRON, SUZANNE M .	\$ 14,268.54	\$ -	\$ 14,268.54
WALKER, JAMES E .	\$ 46,055.06	\$ 2,366.18	\$ 48,421.24
WALKER, PAIGE W .	\$ 1,071.01	\$ -	\$ 1,071.01
WALLACE, JOY C .	\$ 27,741.28	\$ 33.78	\$ 27,775.06
WALLACE, KATHRYN E .	\$ 4,332.00	\$ -	\$ 4,332.00
WALLACE, RONALD C . II	\$ 238.55	\$ -	\$ 238.55
WALSH, ANDREW J .	\$ 54,557.60	\$ 670.79	\$ 55,228.39

NAME	REGULAR	OTHER*	TOTAL
WALSH, ELAINE	\$ 54,113.21	\$ 5,221.10	\$ 59,334.31
WALSH, KELSEY L .	\$ 996.00	\$ -	\$ 996.00
WALSH, REBECCA J .	\$ 17,061.06	\$ 170.63	\$ 17,231.69
WALSH, SEAN	\$ 1,020.00	\$ -	\$ 1,020.00
WALSH, THOMAS M . JR	\$ 1,477.92	\$ -	\$ 1,477.92
WAREHAM, WILLIAM A . JR	\$ 38,579.74	\$ 375.02	\$ 38,954.76
WAUGH, JEANNETTE E .	\$ 2,909.20	\$ -	\$ 2,909.20
WEBB, AMANDA T .	\$ 45,042.06	\$ 963.31	\$ 46,005.37
WEIDKNECHT, MARGUERITE K .	\$ 80,288.88	\$ 679.17	\$ 80,968.05
WEIR, JOHN S . III	\$ 101,351.54	\$ 1,244.00	\$ 102,595.54
WEISS, EILEEN F .	\$ 16,203.00	\$ 270.00	\$ 16,473.00
WELCH, CHRISTINE T .	\$ 66,241.10	\$ 506.31	\$ 66,747.41
WELCH, DANIELLE M .	\$ 11,347.25	\$ 1,505.00	\$ 12,852.25
WELCH, DARLENE H .	\$ 1,573.76	\$ -	\$ 1,573.76
WELCH, KELLYN M .	\$ 46,307.74	\$ 2,918.27	\$ 49,226.01
WELCH, PATRICIA	\$ 39,114.02	\$ 807.00	\$ 39,921.02
WENZ, LAURANCE	\$ 3,057.00	\$ -	\$ 3,057.00
WHITE, MARIE L .	\$ 68,810.24	\$ 5,854.11	\$ 74,664.35
WHITEHOUSE, ANNE C .	\$ 2,714.75	\$ -	\$ 2,714.75
WHITEHOUSE, PATRICIA A .	\$ 28,214.12	\$ 1,727.82	\$ 29,941.94
WHOLLEY, SAMANTHA L .	\$ 9,970.32	\$ 461.06	\$ 10,431.38
WHYNOT, ANN M .	\$ 72,338.22	\$ 1,984.93	\$ 74,323.15
WILKEY, JESSICA M .	\$ 3,362.00	\$ -	\$ 3,362.00
WILLIAMS, CARRIE-ANN	\$ 2,152.24	\$ -	\$ 2,152.24
WILLIAMS, JEANANN	\$ 19,148.48	\$ 323.30	\$ 19,471.78
WILLIAMS, KEITH G .	\$ 52,419.38	\$ 766.64	\$ 53,186.02
WILLIAMS, LAURA	\$ 51,420.04	\$ 812.83	\$ 52,232.87
WINN, DENNIS M .	\$ 22,366.66	\$ -	\$ 22,366.66
WITHAM, CHERYL	\$ 65,337.26	\$ 375.69	\$ 65,712.95
WOGAN, DALE	\$ 1,170.66	\$ -	\$ 1,170.66
WOLOTSCHAJ, LORI A .	\$ 2,427.50	\$ -	\$ 2,427.50
WON, LAETITIA	\$ 30.00	\$ -	\$ 30.00
WOODMAN, JANICE M .	\$ 17,756.33	\$ 400.00	\$ 18,156.33
WROBEL, SHELLEY A .	\$ 69,476.96	\$ 940.21	\$ 70,417.17
YORE, SARAH E .	\$ 69,933.98	\$ 1,127.02	\$ 71,061.00
YOUNG, KEITH E .	\$ 77,200.96	\$ -	\$ 77,200.96
YOUNG, SAMANTHA L .	\$ 4,791.04	\$ -	\$ 4,791.04
YUTKINS-KENNEDY, JANINA S .	\$ 842.00	\$ -	\$ 842.00
ZAJAC-MEDOR, JOANNA E .	\$ 120.00	\$ -	\$ 120.00
ZAREMBA, SHARON C .	\$ 31,228.60	\$ 2,000.00	\$ 33,228.60
ZBIEG, RICHARD	\$ 29,209.50	\$ -	\$ 29,209.50
ZERVAS, JONATHAN T .	\$ 1,017.88	\$ -	\$ 1,017.88
ZIER, MARY ELLEN	\$ 10,135.00	\$ -	\$ 10,135.00
ZIER, MATTHEW D .	\$ 3,477.51	\$ -	\$ 3,477.51
ZUCCO, ERNEST III	\$ 75,244.46	\$ 2,646.00	\$ 77,890.46

NAME	REGULAR	OTHER*	TOTAL
ZULLO, LISA M .	\$ 65,200.88	\$ 970.69	\$ 66,171.57
ZWIREK, NICOLE M .	\$ 70,241.66	\$ 584.47	\$ 70,826.13

*OTHER may include Overtime, Coaching, Extended Day Program, Adult Education

At Your Service

(AREA CODE 978)

GENERAL INFORMATION	640-4300
AMBULANCE.....	911
Admin. Services/Human Resources, Town Hall..	640-4488
Assessors, 11 Town Hall Ave.....	640-4330
Auditor, 11 Town Hall Ave.....	640-4320
Board of Registrars (Voter Information).....	640-4355
Building Commissioner (DPW Building).....	640-4430
Community Development (DPW Building)	640-4370
Computer Services, 11 Town Hall Ave.	640-4351
Conservation Commission (DPW Building).....	640-4370
FIRE DEPARTMENT (21 Town Hall Ave.)	
EMERGENCY	911
Other Fire Information.....	640-4410
Health Board	640-4470
Housing Authority (Saunders Circle).....	851-7392
Library (300 Chandler St.).....	640-4490
Parking Clerk, Town Hall.....	640-4356
Planning Board (DPW Building).....	640-4370
Plumbing/Electrical Inspector (DPW Building)	640-4435
POLICE DEPARTMENT, 918 Main Street	
EMERGENCY.....	911
Administrative-Non Emergency.....	640-4381
Detectives.....	640-4380
Dog Officer.....	640-4395
Records.....	640-4385
PUBLIC WORKS (DPW Building, 999 Whipple Rd.)	
Superintendent/Administration Office.....	640-4440
Engineering Division.....	640-4440
Highway Division.....	640-4440
Sewer Division.....	640-4440
Snow & Ice Emergency.....	640-4443
Tree Division	640-4440
Water Division	
(Emergencies-Phone Police Dept.).....	640-4448
Water Treatment Plant.....	858-0345
Water Billing Division, 11 Town Hall Ave.....	640-4350
Road Runner Transportation.....	459-0152
Rubbish Disposal & Recycling.....	1-800-442-9006
White Goods, Furniture, Etc. Disposal...1-800-442-9006	
Northern Middlesex Registry of Deeds.....	978-458-8474
Sealer of Weights & Measurers.....	640-4430
Selectmen, Town Hall.....	640-4300
Senior Center, 175 Chandler St.....	640-4480
Cable TV: Channel 8.....	640-4300
Channel 22.....	640-7825
Town Clerk, Town Hall.....	640-4355
Town Manager, Town Hall.....	640-4300
Treasurer/Tax Collector, 11 Town Hall Ave....	640-4340
Veterans Agent, Senior Center	640-4485
Voter Information, Town Hall.....	640-4355

(AREA CODE 978)

SCHOOL DEPARTMENT	
Athletic Director.....	640-7834
Loella Dewing School, 1469 Andover St.....	640-7858
Heath Brook School, 165 Shawsheen St.....	640-7865
Memorial High School, 320 Pleasant St.....	640-7825
North Street School, 133 North St.....	640-7875
Louise Trahan School, 12 Salem Rd.....	640-7870
John Ryan Elem School, 135 Pleasant St.....	640-7880
John Wynn Middle School, 1 Griffin Way.....	640-7846
Shawsheen Tech. Region. H.S. (BillERICA).....	667-2111
Superintendent of Schools, 139 Pleasant St.....	640-7801
Business Admin. Office, 139 Pleasant St.....	640-7805

OTHER ORGANIZATIONS

Welfare Department.....	978-446-2400
Historical Society	978-863-9989
Web Site – www.tewksburyhistoricalsociety.org	
Tewksbury Cemetery, 172 East St.....	978-851-4165
Tewksbury Community Pantry.....	978-858-2273

CITIZENS INFORMATION SERVICE

Office of the Secretary of State.....	1-800-392-6090
Web Site – www.wheredoivotema.com	
Senator Elizabeth Warren (Boston).....	1-617-565-3170
Senator Edward Markey (Boston).....	1-617-565-8519
Congressman John F. Tierney (Lynn).....	1-978-459-0101
State Senator Barry Finegold.....	1-617-722-1612
State Representative James Miceli.....	1-617-722-2460
State Representative James J. Lyons, Jr.....	1-617-722-2014

Town's Web Site.....	www.tewksbury-ma.gov
Town's Facebook Page.....	Town of Tewksbury
Town's Twitter Account.....	@TownofTewksbury