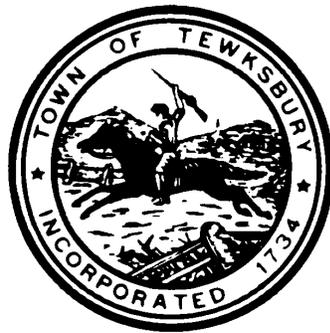


Annual Report

Town of Tewksbury Massachusetts



2009

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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
- 5. Land Areas:**
20.70 square miles
10,789.5 acres
- 6. Density:**
Person per square mile:
2000 - 1,464
2006 - 1,486
2007 - 1,564
2008 - 1,583
- 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

SELECTMEN

Todd R. Johnson, Chairman	2010
Anne Marie Stronach	2010
Douglas W. Sears, Esq.	2011
David H. Gay	2012
Scott Wilson	2012

BOARD OF HEALTH

Phillip L. French	2010
Christine McKinnon	2010
Ralph M. McHatton, Chairman	2011
Edward J. Sheehan, Jr.	2012
Mary Ellen Fernald	2012

TOWN CLERK

Mary-Ann O'Brien Nichols	2011
--------------------------	------

MODERATOR

Warren Layne	2011
--------------	------

PLANNING BOARD

David J. Plunkett, Chairman	2010
Sal Torname	2011
Nancy L. Reed	2012
Robert A. Fowler	2013
Vincent W. Spada	2014

SCHOOL COMMITTEE

Richard O'Neill, Chairman	2010
Dennis J. Peterson	2010
Michael Kelley	2011
Dennis Francis	2012
Jayne Miller	2012

REGIONAL VOKE SCHOOL COMMITTEE

Patricia M. W. Meuse	2010
John Peter Downing	2012

TRUSTEES PUBLIC LIBRARY

Joseph C. Frank	2010
Eugene F. Walsh	2010
Patrick J. Joyce	2011
Brenda M. Orio	2011
Patricia A. Pino	2012
Paul F. Fortunato	2012

HOUSING AUTHORITY

Linda A. Ricardo-Brabant	2010
Matthew McLaughlin (Governor's Appointee)	2011
Mark A. DiFruscia	2011
John W. Deputat	2013
Louise A. Gearty, Chairman	2014

Town Manager	David G. Cressman
Interim Town Manager	John J. Kelley, Jr.
Asst. to the Town Manager	Sandra A. Barbeau
Town Counsel	Charles J. Zaroulis, Esq.
Animal Control Officer	Brian Fernald
Animal Inspector	Pam Gorrasi
Appraisers	Board of Selectmen
Assessor (Chief)	John J. Kelley
Assessor	Barbara Flanagan
Assessor	Susan E. Moore
Attendance Officer	
Accountant	Donna Gill
Building Commissioner	Edward Johnson
Asst. Building Commissioner	
Community Dev. Director	Steven Sadwick
D. P. W. Superintendent	Brian Gilbert
Emergency Management Dir.	Michael Sitar
Finance Director	Donna Walsh
Fire Chief	Richard Mackey
Director Public Health	Lou Ann Clement
Health Sanitarian/Deputy	Dean Trearchis
Animal Inspector	
Northern Middlesex Area	Charles E. Coldwell
Commission Rep.	
Police Chief	Alfred Donovan (retired)
	Timothy Sheehan
Recreation Director	Roy Patterson
Sealer of Weights & Measures	Edward Johnson
Superintendent of Schools	Christine L. McGrath, Ph.D.
Tax Collector	Lorraine Langlois
Town Historian	Warren Carey
Treasurer	Janet Smith
Veterans Agent	James Williams
Veterans Burial Indigent	Farmer & Dee, Inc.
	Tewksbury Funeral Home
Veterans Grave Officer	
Wire Inspector	Jeremiah Delaney

Appointive Officers

Appointed Boards- Committees-Commissions

APPEALS BOARD

Kenneth Collins	2010
Marc DiFruscia	2011
Robert Dugan	2012

APPEALS BOARD-ASSOCIATE MEMBERS

Lee Denis	2010
Amy Witts	2010

BOARD OF REGISTRARS

Edward Creamer	2010
Donald Ordway	2011
Ruth Teague	2012
Mary-Ann O'Brien Nichols, Ex Officio	

CABLE ADVISORY COMMITTEE

Joseph Dermody	2010
Dave Hicks	2010

COMMUNITY PRESERVATION COMMITTEE

Nancy Reed
 Larry Bairstow
 Corinne A. Delaney
 John J. Kelley, Jr.
 David H. Gay
 Thomas Churchill
 Donna Pelczar

CONSERVATION COMMISSION

Stanley Folta, Jr., Chairman	2010
Craig Stimmel	2010
Laurence Bairstow	2011
Stephen Deackoff	2011
Tony Ippolito	2012

CONSERVATION COMMISSION – ASSOCIATE MEMBERS (2)

CONSTABLE – TERM TO EXPIRE – 2011

Sandra Barbeau
 Dana Berkeley
 Richard Carter
 Gregory Danas
 Peter Danas
 John Flaherty
 Wilfred Lambert
 James J. Mazza
 Darlene Michalewicz
 Harold Morang
 David Muscovitz
 Gail Perdicaro
 George H. Rost, Jr.
 Anthony Saia
 Christopher J. Swimm

COUNCIL ON AGING

Selectmen Appointees

Carolyn French	2010
Rose McKenna	2010
Bernice Sprague	2011
Mark Wood	2011
Ellen Keefe	2012

Council on Aging Chairman Appointees

Joan Unger	2010
Lorene Patch	2010
Marie Durgan	2011
Joanne Aldrich	2012
Warren Layne	2012
Joel Deputat	2012

Council on Aging Alternate Appointees

Dvoralyn Kerr	2010
Paul McNaught	2010
Virginia Desmond	2010

ECONOMIC DEVELOPMENT COMMITTEE

Nancy Reed
 David J. Plunkett
 Todd R. Johnson
 David H. Gay
 John J. Kelley, Jr.
 Kevin Donnelly
 Stephen Deackoff
 Tracy Clement

FINANCE COMMITTEE

Thomas Cooke, Chairman	2010
Kevin Donnelly	2010
John Dunfey	2010
David Aznavoorian	2011
Ronald Hall	2011
George Donovan	2011
Christian McMillan	2012
Damin Sutherby	2012
Ralph Ford	2012

FINANCIAL PLAN TASK FORCE

Norman Boudreau
 Ray Bowden
 Thomas Cooke
 James Cutelis
 Kevin Donnelly
 John J. Kelley, Jr., Chairman
 Keith E. Rauseo
 Ray Shaw, Alternate
 Anne Marie Stronach
 Donna Walsh

HISTORICAL COMMISSION

Kevin Sullivan	2010
William Wyatt	2010
Beverly Bennett	2011
M. Eileen McDonagh	2011
James J. Gaffney	2011
Warren R. Carey	2011

LOCAL HOUSING PARTNERSHIP

Stephen Deackoff, Chairman
Greg Peters
Jay Axson
Raymond White
Corinne Delaney (Housing Authority)r
Laura Caplan
Ron Roy

Advisory Members

Steven Sadwick (Community Dev. Director)
Nancy Reed (Planning Board)
David Gay (Board of Selectmen)

MASS. CULTURAL COUNCIL

Marylou Christoffels 2010
Maria Galante 2010
M. Eileen McDonagh 2012

PATRIOTIC ACTIVITIES COMMITTEE

Thomas P. Bartolone, Jr.
Cheryl Burke
Roy Patterson (Recreation Director)
Charles Coldwell
Stephen Walsh

PERSONNEL RELATIONS REVIEW BOARD

William Phalan
Sandra A. Barbeau (Asst. to Town Manager)
Roy Patterson (Recreation Director)
Alfred Donovan (Police Chief)
Frances Spinale

RECYCLING COMMITTEE 2011

Jae Gray
Kristina M. Rogers, Chairman
Sean Czarniecki
Sandra A. Barbeau (Asst. to the Town Manager)
Loretta Ryan
Cathy Peirce
Kristin Smith

SCHOLARSHIP AND EDUCATIONAL FUND COMMITTEE

Keith Rauseo
Christine McGrath, PhD. (Supt. of Schools)
Donna Walsh (Finance Director)
Thomas Churchill
Gail Tressler
William J. Deignan, Jr.

SEWER ADVISORY COMMITTEE

Raymond Adams
Wilfred Lambert
Michael Mucci

SEWER & WATER RATE STUDY COMMITTEE

Kenneth Collins
Marko Duffy
Jack Dunfey

Anthony Ippolito
Raymond Shaw
David Aznavoorian

SIDEWALK COMMITTEE

Franco Lucchesi, Chairman
Mike Mucci
Elaine Quinlan (res.)
Eric Braciska
Ron Hall (Finance Committee Member)
John MacKinnon

SPECIAL ACT CHARTER COMMITTEE

Elizabeth A. Carey, Chairperson 2010
Sandra A. Barbeau, Asst. to Town Manager
James Biewener, Resident at Large
Kevin Donnelly, Finance Committee Member
Dean Graffeo, Resident at Large
Mary-Ann Nichols, Town Clerk
Richard O'Neill, School Committee Member
Vincent Spada, Planning Board Member
Yvette Story, Resident at Large

EX OFFICIO MEMBERS

David G. Cressman, Town Manager
Warren Layne, Moderator

TOWN MANAGER SCREENING COMMITTEE

Norman O. Boudreau, Chairman
Ron Florino
Matt Hakala
Donald Ordway
James Wentworth

TRUST FUND COMMISSION

Warren Carey
Janet Smith
Dorothy Lightfoot

275TH ANNIVERSARY COMMITTEE

Mary Lou Adams
Maureen Castiglione
Tony Coviello
Ron Hall
Dave Hicks
Karen Hodgson
Patrick Holland
Dave Marcu
Dan Morris
Mary-Ann Nichols
Vinnie Oliva
Roy Patterson
Nancy Reed
Cheryl Romano
Jerry Selissen
Anne Marie Stronach
Mary Williams
Jim Williams

Special Governmental Districts

SENATORS IN CONGRESS

HONORABLE SCOTT P. BROWN (R)

317 Russell Senate Office Bldg.
Senate Office Building, Washington, DC, 20510
(202) 224-4543

2400 J.F.K. Federal Building
55 New Sudbury Street
Boston, MA 02203
(617) 565-3170

HONORABLE JOHN F. KERRY (D)

218 Russell Senate Office Bldg.
Second Floor
Senate Office Building, Washington DC, 20510
(202) 224-2742
(202) 224-8525 fax

One Bowdoin Square, 10th Floor
Boston, MA 02114
(617) 565-8519
(617) 248-3870

CONGRESSIONAL DISTRICT: 5TH

NIKI TSONGAS (D)

5th Congressional District
2229 Rayburn House Office Building
Washington, DC, 20515
(202) 225-3411
(202) 226-0771 (fax)

11 Kearney Square, 3rd Floor
Lowell, MA 01852
(978) 459-0101
(978) 459-1907 (fax)

STATE GOVERNMENT

SUSAN TUCKER (D)

2ND Essex & Middlesex District
Room 424
Senate Offices: State House, Boston, MA, 02133

JAMES R. MICELI (D)

19TH Middlesex District
Room 437B
House of Representatives, State House, Boston, MA,
02133

BARRY R. FINEGOLD (D)

17TH Essex District
Room 275
House of Representatives, State House, Boston, MA
02133

Annual Town Election

April 4, 2009

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 DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Town Hall for Precinct 3 and 3A; and at the Library for Precinct 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 3,649 ballots cast.

Precinct 1	Eleanor Beattie, Warden	Peg Keefe, Clerk	Alice Carroll, Clerk
Precinct 1A	Mary A. Casazza, Warden	Joanne Foley, Clerk	
Precinct 2	Kathy Brothers, Warden	Kay Maher, Clerk	
Precinct 2A	Gail Pollard, Warden	Bertha D'Amico, Clerk	Cheryle Laffey, Clerk
Precinct 3	Laurence Bairstow, Warden	Suzanne Bairstow, Clerk	
Precinct 3A	Laurie Siano, Warden	Mae Pilcher, Clerk	
Precinct 4	John Coviello, Warden	Rita O'Brien Dee, Clerk	
Precinct 4A	Teresa Perrotta, Warden	Dorothy McGrath, Clerk	

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	463	416	394	503	468	534	372	499	3,649

BOARD OF SELECTMEN (VOTE FOR TWO) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	141	107	108	131	128	154	76	135	980
David H. Gay	189	197	145	272	158	224	181	218	1,584
Scott J. Consaul	175	150	113	98	206	179	125	194	1,240
Christian McMillan	98	97	136	159	101	146	108	118	963
Scott D. Wilson	322	274	284	344	342	362	251	332	2,511
Others	1	7	2	2	1	3	3	1	20
Total	926	832	788	1,006	936	1,068	744	998	7,298

BOARD OF HEALTH (VOTE FOR TWO) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	279	219	230	316	283	323	197	258	2,105
Edward J. Sheehan	298	284	213	276	256	313	222	320	2,182
Mary Ellen Fernald	197	172	180	207	206	215	165	217	1,559
Gail P. Perdicaro	149	153	165	205	191	217	160	201	1,441
Others	3	4	0	2	0	0	0	2	11
Total	926	832	788	1,006	936	1,068	744	998	7,298

PLANNING BOARD (VOTE FOR ONE) 5 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	148	118	139	169	147	192	114	148	1,175
Vincent W. Spada	312	293	255	324	316	335	257	348	2,440
Others	3	5	0	10	5	7	1	3	34
Total	463	416	394	503	468	534	372	499	3,649

SCHOOL COMMITTEE (VOTE FOR TWO) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	168	141	140	196	164	165	108	166	1,248
Michael William Sitar, III	93	100	82	124	103	142	98	139	881
William J. Deignan, Jr.	104	106	92	99	127	154	97	118	897
Dennis G. Francis	281	240	213	244	264	274	187	266	1,969
Jayne Elizabeth Miller	276	242	260	340	278	331	250	308	2,285
Others	4	3	1	3	0	2	4	1	18
Total	926	832	788	1,006	936	1,068	744	998	7,298

SCHOOL COMMITTEE (VOTE FOR ONE) 1 YEAR UNEXPIRED TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	170	136	145	179	159	200	116	160	1,265
Richard O'Neill, Jr.	282	268	242	310	300	327	252	333	2,314
Others	11	12	7	14	9	7	4	6	70
Total	463	416	394	503	468	534	372	499	3,649

REGIONAL VOKE SCHOOL COMMITTEE (VOTE FOR ONE) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	156	120	143	176	160	186	109	158	1,208
John Peter Downing	299	294	251	319	304	341	261	338	2,407
Others	8	2	0	8	4	7	2	3	34
Total	463	416	394	503	468	534	372	499	3,649

LIBRARY TRUSTEE (VOTE FOR TWO) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	286	227	229	332	285	302	204	269	2,134
Paul F. Fortunato	254	242	218	260	253	292	231	297	2,047
Thomas S. Churchill	143	149	130	166	149	181	112	172	1,202
Patricia A. Pino	242	210	211	247	249	291	197	260	1,907
Others	1	4	0	1	0	2	0	0	8
Total	926	832	788	1,006	936	1,068	744	998	7,298

HOUSING AUTHORITY (VOTE FOR ONE) 5 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	139	99	122	159	128	165	102	132	1,046
Louise A. Gearty	321	313	271	333	339	364	269	364	2,574
Others	3	4	1	11	1	5	1	3	29
Total	463	416	394	503	468	534	372	499	3,649

Total Registered Voters	20,053
Total Votes	3,649
Percent	18%

Annual Town Meeting

Tewksbury Memorial High School
320 Pleasant Street
2009 Annual Town Meeting
May 4 & 6, 2009

Moderator Warren Layne opened the 2009 Annual Town Meeting at 8:00 PM.

Rev. Daniel Nassaney of St. William's Church, offered the Opening Prayer.

Moderator Layne called for a Moment of Silence for all the residents in our community that have passed away in the past year, and lead the assembly in The Pledge of Allegiance.

The Moderator designated the visitors section and reminded the voters to display their voting ribbons. He informed the Assembly of the Town Meeting Guidelines printed on the inside front cover 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.

Board of Selectman Chairman, Todd Johnson, made the following announcements:

- The U.S. Postal Service is collecting non-perishable food items on Saturday, May 9, 2009, to benefit the Tewksbury Community Food Pantry. Please leave any donations by your mail box for pick-up.
- A display was set-up outside the gymnasium of the new Automated Trash Program that will go into effect as of July 1, 2009 in Tewksbury.
- Voters were notified of information available from the Board of Health regarding the Swine Flu.

On Monday, May 4, 2009, there were 190 registered voters and 23 visitors in attendance.

Finance Committee Chairman, Tom Cooke motioned to Waive the Reading of the Warrant Articles and this motion was Adopted.
8:08 PM 5/4/09

The Finance Committee motioned to Adjourn the Monday session of the 2009 Annual Town Meeting to Wednesday, May 6, 2008 at 8:00 PM and this motion was Adopted.
9:12 PM 5/4/09

Moderator Layne re-opened the 2009 Annual Town Meeting on Wednesday, May 6, 2009 at 8:00 pm.

On Wednesday, May 6, 2009, there were 133 registered voters and 14 visitors in attendance.

The Finance Committee motioned to Adjourn the 2009 Annual Town Meeting Sine Die, and this motion was Adopted.
9:42 PM 5/6/09

SECTION 1

ARTICLE 1

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

Accomplished at the April 4, 2009 Annual Town Election

SECTION 2

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the fiscal year 2010.

	<u>Present</u>	<u>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

Motion: Finance Committee recommended adoption

Vote: Article 2 was adopted

8:09 PM 5/4/09

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

ARTICLE 3

Consent Calendar

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 3-19	Accept the Annual Report
Article 3-20	Lease/Purchase Agreement
Article 3-21	Authorize Chapter 90 Funds
Article 3-22	Re-Authorize Revolving Fund Street & Traffic Signage
Article 3-23	Re-Authorize GIS Program Revolving Fund
Article 3-24	Re-Authorize Counsel On Aging Revolving Fund
Article 3-25	Re-Authorize Recreation & Parks and Summer Program Revolving Fund
Article 3-26	Re-Authorize "Emergency 72 Hour Go Kits" Revolving Fund

Motion: Finance Committee Chairman, Tom Cooke motioned to adoption of the Consent Calendar.

Vote: Article 3-19, 3-20, 3-21, 3-22, 3-23, 3-24, 3-25, 3-26 were Adopted

8:10PM 5/4/09

ARTICLE 3-19

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

Town Manager

Executive Summary: The purpose of the article is to accept the report of various Town officers; which were printed in the 2008 Town Report.

3.08.130 Annual Town Reports (Adopted October 2, 2007, Article 14) - The Annual Town Report shall be placed on the Town's website at least ten (10) days before the Annual Town Meeting and from the Town of Tewksbury's website three copies shall be printed and be available to the public in the Town Clerk's Office, Library, and Board of Selectmen's Office.

Motion: Finance Committee recommended Adoption

ARTICLE 3-20

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

Town Manager

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.

Motion: Finance Committee recommended Adoption

Vote: Article 3-19 was Adopted

8:10PM 5/4/09

ARTICLE 3-21

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

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.

Motion: Finance Committee recommended Adoption

Vote: Article 3-19 was Adopted

8:10PM 5/4/09

ARTICLE 3-22

To see if the Town will vote to authorize under the provisions of Chapter 44, Section 53E½ of the Massachusetts General Laws, establishing a self sufficient revolving fund to account for revenues and expenditures relating to the purchase and/or manufacture and installation of street and traffic regulatory signage, including pavement markings in the Town of Tewksbury. The fund shall be credited with all amounts received from individuals requesting that the Town install street signage. 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 \$10,000.00; or take any other action relative thereto.

Town Manager

Executive Summary: This article reauthorizes the Town to continue a self sufficient revolving fund to account for the revenues and expenditures of purchasing, manufacturing, and installing street and traffic regulatory signage, including pavement markings, in the Town of Tewksbury.

Motion: Finance Committee recommended Adoption

Vote: Article 3-19 was Adopted

8:10PM 5/4/09

ARTICLE 3-23

To see if the Town will vote to reauthorize the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, a self sufficient revolving fund to account for revenues and expenditures relating to the operation of a Geographical Information System (GIS) in the Town of Tewksbury. The fund shall be credited with all amounts received over the base fee for such items as building permits, certificates of occupancy, zoning applications and other permits, applications and other information generated by Town departments as applicable and as determined by the Town Engineer as relating to the GIS program. Expenditures of the fund shall be authorized by the Town Manager or his/her designee. The total amount which may be expended from the fund in any given fiscal year shall be limited to \$25,000, or take any other action relative thereto.

Town Manager

Executive Summary: This article authorizes the Town to continue a self sufficient revolving fund to account for the revenues and expenditures of maintaining a GIS program in the Town of Tewksbury.

Motion: Finance Committee recommended Adoption

Vote: Article 3-19 was Adopted

8:10PM 5/4/09

ARTICLE 3-24

To see if the Town will vote to reauthorize the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, a self sufficient revolving fund to account for revenues and expenditures relating to activities run by the Town of Tewksbury Council On Aging. The fund shall be credited with all amounts received as fees to participate in certain activities and trips run by the Council on Aging. 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 \$50,000, or take any other action relative thereto.

Town Manager

Executive Summary: This article authorizes the Town to continue a self sufficient revolving fund to account for the revenues and expenditures of activities run by the Tewksbury Council on Aging.

Motion: Finance Committee recommended Adoption

Vote: Article 3-19 was Adopted

8:10PM 5/4/09

ARTICLE 3-25

To see if the Town will vote to reauthorize under the provisions of Chapter 44, Section 53E ½ of the Massachusetts General Laws, a self sufficient revolving fund to account for revenues and expenditures of the Town of Tewksbury Parks and Recreation Department relating to the summer program and other recreation and parks related programs. The fund shall be credited with all amounts received from individuals participating in these programs. Expenditures of the fund shall be authorized by the Town Manager. 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

Executive Summary: This article authorizes the Town to continue a self sufficient revolving fund to account for revenues and expenditures of running the summer program and other recreation and parks related programs in the Town of Tewksbury for FY10.

Motion: Finance Committee recommended Adoption

Vote: Article 3-19 was Adopted

8:10PM 5/4/09

ARTICLE 3-26

To see if the Town will vote to reauthorize under the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, a self sufficient revolving fund to account for the revenues and expenditures relating to activities sponsored by the Town of Tewksbury Health Department/Board of Health. The fund shall be credited with all amounts received relating to the sale of "Emergency 72 Hour Go Kits" to Tewksbury residents. Expenditures of the fund shall be authorized by the Health Department Director and the Town Manager or Town Manager's designee. The total amount which may be expended from the fund in any given fiscal year shall be limited to \$10,000, or take any related action relative thereto.

Town Manager

Executive Summary: This article authorizes the Town of Tewksbury Health Department/Board of Health to continue a self sufficient fund to account for the revenues and expenditures of selling "Emergency 72 Hour Go Kits" to Tewksbury residents.

Motion: Finance Committee recommended Adoption

Vote: Article 3-19 was Adopted

8:10PM 5/4/09

ARTICLE 4

BUDGET

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, 2009 or take any related action.

**TOWN OF TEWKSBURY
FY10 GENERAL FUND BUDGET
FINANCE COMMITTEE RECOMMENDATIONS
ARTICLE 4**

	<u>FY08</u>	<u>FY09</u>	<u>FY10 Dept</u>	<u>3/10/09</u>	<u>4/30/09</u>	
	<u>Actual</u>	<u>Adopted</u>	<u>Requests</u>	<u>FY10 Mgr</u>	<u>FY10 FinCom</u>	<u>Change</u>
				<u>Recommend</u>	<u>/Mgr Recmd</u>	
General Fund Budget Classification						
<u>General Government</u>						
Moderator						
Salaries	500	450	450	450	450	-
Operating	-	<u>75</u>	<u>75</u>	<u>75</u>	<u>75</u>	=
Total	500	525	525	525	525	-
Selectmen						
Salaries	26,085	26,400	26,400	26,400	26,400	-
Operating	98,666	101,720	115,070	105,070	115,070	10,000
Sewer Enterprise Fund Allocation	(2,494)	(2,462)	(2,122)	(1,972)	(1,972)	-
Water Enterprise Fund Allocation	<u>(2,494)</u>	<u>(2,462)</u>	<u>(2,122)</u>	<u>(1,972)</u>	<u>(1,972)</u>	=
Total	119,763	123,196	137,226	127,526	137,526	10,000
Town Manager						
Salaries	330,490	344,359	346,009	331,326	331,326	-
Operating	4,155	4,868	4,235	4,235	4,235	-
Sewer Enterprise Fund Allocation	(16,175)	(17,936)	(17,512)	(16,778)	(16,778)	-
Water Enterprise Fund Allocation	<u>(16,175)</u>	<u>(17,936)</u>	<u>(17,512)</u>	<u>(16,778)</u>	<u>(16,778)</u>	=
Total	302,295	313,355	315,220	302,005	302,005	-
Finance Committee						
Salaries	2,125	2,515	2,515	2,515	2,515	-
Operating	<u>1,247</u>	<u>810</u>	<u>810</u>	<u>810</u>	<u>810</u>	=
Total	3,371	3,325	3,325	3,325	3,325	-
Town Counsel						
Operating	168,577	183,743	183,743	192,931	192,931	-
Sewer Enterprise Fund Allocation	(4,249)	(4,844)	(4,594)	(9,188)	(9,188)	-
Water Enterprise Fund Allocation	<u>(4,249)</u>	<u>(4,844)</u>	<u>(4,594)</u>	<u>(9,188)</u>	<u>(9,188)</u>	=
Total	160,079	174,055	174,555	174,555	174,555	-
Personnel Relations Review Board						
Salaries (Escrow for Wage Increase)	-	60,000	-	-	-	-
Operating	=	=	=	=	=	=
Total	-	60,000	-	-	-	-
Administrative Services						
Salaries	97,476	103,522	104,511	104,511	104,511	-
Operating	18,257	18,500	18,500	13,500	13,500	-
Health Trust Allocation	(27,610)	(30,391)	(30,391)	(30,391)	(30,391)	-
Sewer Enterprise Fund Allocation	(1,701)	(1,831)	(1,846)	(1,771)	(1,771)	-

	FY08 <u>Actual</u>	FY09 <u>Adopted</u>	FY10 Dept <u>Requests</u>	3/10/09 FY10 Mgr <u>Recommend</u>	4/30/09 FY10 FinCom <u>/Mgr Recmd</u>	<u>Change</u>
Water Enterprise Fund Allocation	<u>(1,701)</u>	<u>(1,831)</u>	<u>(1,846)</u>	<u>(1,771)</u>	<u>(1,771)</u>	-
Total	84,721	87,969	88,928	84,078	84,078	=
Town Clerk						
Salaries	221,403	187,144	197,070	179,626	179,626	-
Operating	12,888	13,274	14,215	14,215	14,215	-
Sewer Enterprise Fund Allocation	<u>(3,472)</u>	<u>(3,648)</u>	<u>(3,169)</u>	<u>(2,907)</u>	<u>(2,907)</u>	-
Water Enterprise Fund Allocation	<u>(3,472)</u>	<u>(3,648)</u>	<u>(3,169)</u>	<u>(2,907)</u>	<u>(2,907)</u>	=
Total	227,347	193,122	204,947	188,027	188,027	-
Election						
Salaries	55,884	33,500	14,500	14,500	14,500	-
Operating	<u>16,001</u>	<u>11,250</u>	<u>7,580</u>	<u>7,580</u>	<u>7,580</u>	=
Total	71,885	44,750	22,080	22,080	22,080	-
Board of Registrars						
Salaries	2,850	2,850	2,850	2,850	2,850	-
Operating	<u>1,188</u>	<u>1,440</u>	<u>1,440</u>	<u>1,440</u>	<u>1,440</u>	=
Total	4,038	4,290	4,290	4,290	4,290	-
Unclassified-Group Insurance Allocation						
Retirement	186,052	161,684	129,738	129,738	129,738	-
Medicare	127,027	153,209	160,547	160,547	160,547	-
	<u>8,366</u>	<u>8,910</u>	<u>9,412</u>	<u>9,412</u>	<u>9,412</u>	=
Total	321,445	323,803	299,697	299,697	299,697	-
Total General Government	1,295,444	1,328,390	1,250,793	1,206,108	1,216,108	10,000
<u>Finance Department</u>						
Accounting						
Salaries	203,949	214,832	223,931	223,931	223,931	-
Operating	7,319	6,522	6,433	6,433	6,433	-
Sewer Enterprise Fund Allocation	<u>(5,076)</u>	<u>(5,659)</u>	<u>(5,759)</u>	<u>(5,759)</u>	<u>(5,759)</u>	-
Water Enterprise Fund Allocation	<u>(5,076)</u>	<u>(5,659)</u>	<u>(5,759)</u>	<u>(5,759)</u>	<u>(5,759)</u>	=
Total	201,116	210,036	218,846	218,846	218,846	-
Computer Services						
Salaries	159,460	155,661	161,303	161,303	161,303	-
Operating	115,222	122,592	128,215	126,345	126,345	-
Outlay	23,938	-	56,437	-	-	-
Sewer Enterprise Fund Allocation	<u>(3,992)</u>	<u>(2,687)</u>	<u>(2,707)</u>	<u>(2,707)</u>	<u>(2,707)</u>	-
Water Enterprise Fund Allocation	<u>(4,707)</u>	<u>(2,687)</u>	<u>(2,707)</u>	<u>(2,707)</u>	<u>(2,707)</u>	=
Total	289,921	272,879	340,541	282,234	282,234	-
Assessor						
Salaries	236,140	242,461	246,549	246,549	246,549	-
Operating	18,917	24,750	20,614	17,770	17,770	-
Sewer Enterprise Fund Allocation	<u>(12,300)</u>	<u>(12,964)</u>	<u>(12,636)</u>	<u>(12,594)</u>	<u>(12,594)</u>	-
Water Enterprise Fund Allocation	<u>(12,300)</u>	<u>(12,964)</u>	<u>(12,636)</u>	<u>(12,594)</u>	<u>(12,594)</u>	=
Total	230,457	241,283	241,891	239,131	239,131	-
Treasurer/Collector						
Salaries	386,654	375,920	350,612	328,309	328,309	-
Operating	184,416	176,171	175,717	175,717	175,717	-
Outlay	-	-	-	-	-	-

	FY08 <u>Actual</u>	FY09 <u>Adopted</u>	FY10 Dept <u>Requests</u>	3/10/09 FY10 Mgr <u>Recommend</u>	4/30/09 FY10 FinCom <u>/Mgr Recmd</u>	<u>Change</u>
Sewer Enterprise Fund Allocation	(61,186)	(69,299)	(56,399)	(56,399)	(56,399)	-
Water Enterprise Fund Allocation	<u>(76,677)</u>	<u>(86,039)</u>	<u>(72,164)</u>	<u>(72,164)</u>	<u>(72,164)</u>	=
Total	433,206	396,753	397,766	375,463	375,463	-
Unclassified-Group Insurance Allocation	183,160	240,660	257,132	257,132	257,132	-
Retirement	157,299	213,760	229,588	229,588	229,588	-
Medicare	<u>11,009</u>	<u>13,071</u>	<u>14,119</u>	<u>14,119</u>	<u>14,119</u>	=
Total	351,468	467,491	500,839	500,839	500,839	-
Total Finance Department	1,506,168	1,588,442	1,699,883	1,616,513	1,616,513	-
<u>Community Services</u>						
Cable Television						
Salaries	1,670	2,160	2,160	2,160	2,160	-
Operating	<u>679</u>	<u>11,147</u>	<u>11,147</u>	<u>11,147</u>	<u>11,147</u>	=
Total	2,349	13,307	13,307	13,307	13,307	-
Veteran's Services						
Salaries	43,139	45,919	47,741	47,741	47,741	-
Operating	<u>124,648</u>	<u>121,400</u>	<u>121,400</u>	<u>121,400</u>	<u>121,400</u>	=
Total	167,787	167,319	169,141	169,141	169,141	-
Exceptional Children						
Salaries	15,237	-	19,011	19,011	19,011	-
Operating	<u>4,630</u>	=	<u>12,854</u>	<u>12,854</u>	<u>12,854</u>	=
Total	19,867	-	31,865	31,865	31,865	-
Patriotic Committee						
Operating	1,436	1,500	1,400	1,400	1,400	-
Historical Commission						
Operating	-	-	-	-	-	-
Parks and Recreation						
Salaries	225,386	141,007	156,964	134,525	134,525	-
Operating	89,954	85,238	89,673	85,673	85,673	-
Outlay	<u>50,738</u>	<u>50,952</u>	<u>30,560</u>	<u>30,560</u>	<u>30,560</u>	=
Total	366,078	277,197	277,197	250,758	250,758	-
Unclassified-Group Insurance Allocation	44,828	63,231	35,607	35,607	35,607	-
Retirement	63,838	45,255	38,483	38,483	38,483	-
Medicare	<u>4,468</u>	<u>2,767</u>	<u>2,367</u>	<u>2,367</u>	<u>2,367</u>	=
Total	113,134	111,253	76,457	76,457	76,457	-
Total Community Services	670,651	570,576	569,367	542,928	542,928	-
<u>Council on Aging</u>						
Salaries	125,370	128,108	131,401	119,239	119,239	-
Operating	65,282	75,364	81,204	81,204	81,204	-
Outlay	=	=	=	=	=	=
Total	190,652	203,472	212,605	200,443	200,443	-

	FY08 Actual	FY09 Adopted	FY10 Dept Requests	3/10/09 FY10 Mgr Recommend	4/30/09 FY10 FinCom /Mgr Recmd	Change
Unclassified-Group Insurance Allocation	37,063	32,013	35,607	35,607	35,607	-
Retirement	32,475	27,875	28,675	28,675	28,675	-
Medicare	<u>2,273</u>	<u>1,704</u>	<u>1,763</u>	<u>1,763</u>	<u>1,763</u>	=
Total	71,811	61,592	66,045	66,045	66,045	-
Total Council on Aging	262,463	265,064	278,650	266,488	266,488	-
Facilities						
Town Hall						
Salaries	19,440	21,374	22,096	17,686	17,686	-
Operating	49,256	62,270	60,661	60,661	60,661	-
Capital Outlay	-	-	-	-	-	-
Sewer Enterprise Fund Allocation	(2,020)	(2,091)	(2,069)	(1,959)	(1,959)	-
Water Enterprise Fund Allocation	<u>(2,020)</u>	<u>(2,091)</u>	<u>(2,069)</u>	<u>(1,959)</u>	<u>(1,959)</u>	=
Total	64,656	79,462	78,619	74,429	74,429	-
Auxiliary Buildings						
Operating	39,060	42,685	42,685	42,685	42,685	-
Sewer Enterprise Fund Allocation	(979)	(1,067)	(1,067)	(1,067)	(1,067)	-
Water Enterprise Fund Allocation	<u>(979)</u>	<u>(1,067)</u>	<u>(1,067)</u>	<u>(1,067)</u>	<u>(1,067)</u>	=
Total	37,102	40,551	40,551	40,551	40,551	-
Cemeteries						
Operating	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	=
Total Facilities	104,758	123,013	122,170	117,980	117,980	-
Library						
Library						
Salaries	696,423	704,075	714,159	658,959	658,959	-
Operating	327,159	286,573	303,973	259,173	259,173	-
Capital Outlay	=	=	=	=	=	=
Total	1,023,582	990,648	1,018,132	918,132	918,132	-
Unclassified-Group Insurance Allocation	230,144	228,152	229,963	229,963	229,963	-
Retirement	144,055	154,188	161,555	161,555	161,555	-
Medicare	<u>10,083</u>	<u>9,428</u>	<u>9,935</u>	<u>9,935</u>	<u>9,935</u>	=
Total	384,282	391,768	401,453	401,453	401,453	-
Total Library	1,407,864	1,382,416	1,419,585	1,319,585	1,319,585	-
Planning and Development						
Planning (Community Development)						
Salaries	303,171	341,198	232,790	232,790	232,790	-
Operating	32,384	26,080	17,890	17,890	17,890	-
Capital Outlay	-	-	-	-	-	-
Wetlands Protection Offset	(10,711)	(16,345)	-	(21,949)	(21,949)	-
Sewer Enterprise Fund Allocation	(70,657)	(66,142)	(3,466)	(3,137)	(3,137)	-
Water Enterprise Fund Allocation	<u>(20,295)</u>	<u>(19,185)</u>	<u>(3,466)</u>	<u>(3,137)</u>	<u>(3,137)</u>	=
Total	233,892	265,606	243,748	222,457	222,457	-

	FY08 <u>Actual</u>	FY09 <u>Adopted</u>	FY10 Dept <u>Requests</u>	3/10/09 FY10 Mgr <u>Recommend</u>	4/30/09 FY10 FinCom <u>/Mgr Recmd</u>	<u>Change</u>
Building						
Salaries	290,484	267,271	225,648	215,962	215,962	-
Operating	4,941	5,450	5,450	5,450	5,450	-
Capital Outlay	-	-	-	-	-	-
Sewer Enterprise Fund Allocation	(41,870)	(44,689)	(41,536)	(37,903)	(37,903)	-
Water Enterprise Fund Allocation	<u>(30,820)</u>	<u>(33,597)</u>	<u>(30,443)</u>	<u>(29,232)</u>	<u>(29,232)</u>	=
Total	222,735	194,435	159,119	154,277	154,277	-
Board of Health						
Salaries	275,157	286,867	293,422	264,416	264,416	-
Operating	21,951	21,157	17,008	15,268	15,268	-
Capital Outlay	-	-	-	-	-	-
Sewer Enterprise Fund Allocation	(7,793)	(7,876)	(7,761)	(6,992)	(6,992)	-
Water Enterprise Fund Allocation	<u>(7,793)</u>	<u>(7,876)</u>	<u>(7,761)</u>	<u>(6,992)</u>	<u>(6,992)</u>	=
Total	281,522	292,272	294,908	265,700	265,700	-
Unclassified-Group Insurance Allocation						
Retirement	148,858	162,808	216,699	216,699	216,699	-
Medicare	<u>10,419</u>	<u>10,259</u>	<u>9,206</u>	<u>9,206</u>	<u>9,206</u>	=
Total	356,935	340,845	375,600	375,600	375,600	-
Total Planning and Development	1,095,084	1,093,158	1,073,375	1,018,034	1,018,034	-
<u>Public Safety</u>						
Police						
Salaries	5,080,466	5,018,461	5,016,188	4,892,318	4,892,318	-
Operating	545,671	538,535	564,758	564,758	548,843	(15,915)
Outlay	<u>135,899</u>	<u>69,168</u>	<u>70,551</u>	<u>70,551</u>	<u>70,551</u>	=
Total	5,762,036	5,626,164	5,651,497	5,527,627	5,511,712	(15,915)
Auxiliary Police						
Operating	1,200	-	-	-	-	-
Fire						
Salaries	4,020,693	3,982,282	4,164,849	3,866,849	3,866,849	-
Operating	295,676	285,880	289,080	294,080	289,080	(5,000)
Outlay	129,677	143,154	114,706	114,706	114,706	-
Water Enterprise Fund Allocation	-	<u>(70,000)</u>	<u>(70,000)</u>	<u>(70,000)</u>	<u>(70,000)</u>	=
Total	4,446,046	4,341,316	4,498,635	4,205,635	4,200,635	(5,000)
Emergency Management						
Salaries	4,432	4,747	4,747	4,747	4,747	-
Operating	12,717	22,200	41,800	33,188	33,188	-
Capital Outlay	<u>18,479</u>	<u>15,840</u>	<u>16,037</u>	<u>16,037</u>	<u>16,037</u>	=
Total	35,628	42,787	62,584	53,972	53,972	-
Parking Clerk						
Salaries	4,000	4,000	4,000	4,000	4,000	-
Operating	<u>452</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>	=
Total	4,452	5,800	5,800	5,800	5,800	-

	FY08	FY09	FY10 Dept	3/10/09 FY10 Mgr	4/30/09 FY10 FinCom	Change
	<u>Actual</u>	<u>Adopted</u>	<u>Requests</u>	<u>Recommend</u>	<u>/Mgr Recmd</u>	
Unclassified-Group Insurance Allocation	2,064,941	2,190,141	2,397,086	2,397,086	2,397,086	-
Retirement	1,556,326	1,748,248	1,916,011	1,916,011	1,916,011	-
Medicare	<u>108,928</u>	<u>106,901</u>	<u>117,831</u>	<u>117,831</u>	<u>117,831</u>	=
Total	3,730,195	4,045,290	4,430,928	4,430,928	4,430,928	-
Total Public Safety	13,979,557	14,061,357	14,649,444	14,223,962	14,203,047	(20,915)
<u>School Department</u>						
Salaries	24,247,648	23,895,055	24,846,130	24,019,506	24,019,506	-
Less: Salary Offsets	<u>(163,500)</u>	<u>(453,500)</u>	<u>(471,000)</u>	<u>(471,000)</u>	<u>(471,000)</u>	=
Total Salaries	24,084,148	23,441,555	24,375,130	23,548,506	23,548,506	-
Operating	9,532,548	9,881,238	10,466,227	9,466,227	10,798,707	1,332,480
Less: Operating Offsets	<u>(1,013,351)</u>	<u>(1,063,852)</u>	<u>(1,318,000)</u>	<u>(1,318,000)</u>	<u>(1,318,000)</u>	=
Total Operating	8,519,197	8,817,386	9,148,227	8,148,227	9,480,707	1,332,480
Outlay	-	-	20,000	20,000	20,000	-
Unclassified						-
Retirement	2,139,067	2,304,369	2,355,949	2,355,949	1,643,242	(712,707)
Group Insurance	6,559,578	7,084,627	7,779,484	7,779,484	7,053,484	(726,000)
Debt Service	2,160,853	1,951,022	1,793,379	1,793,379	1,793,379	-
Other	<u>524,861</u>	<u>503,009</u>	<u>503,009</u>	<u>503,009</u>	<u>503,009</u>	=
Sub-Total	43,987,704	44,101,968	45,975,178	44,148,554	44,042,327	(106,227)
Regional Vocational School	<u>4,108,278</u>	<u>4,619,428</u>	<u>4,756,308</u>	<u>4,756,308</u>	<u>4,756,308</u>	=
Total School Department	48,095,982	48,721,396	50,731,486	48,904,862	48,798,635	(106,227)
<u>Public Works</u>						
Department of Public Works						
Salaries	1,134,402	1,164,407	1,237,945	1,160,194	1,160,194	-
Operating	491,185	537,550	587,555	541,220	536,220	(5,000)
Outlay	274,505	270,750	287,207	239,072	239,072	-
Sewer Enterprise Fund Allocation	(191,442)	(189,358)	(260,037)	(250,861)	(250,861)	-
Water Enterprise Fund Allocation	<u>(243,375)</u>	<u>(251,550)</u>	<u>(267,918)</u>	<u>(258,742)</u>	<u>(258,742)</u>	=
Total	1,465,275	1,531,799	1,584,752	1,430,883	1,425,883	(5,000)
Snow and Ice						
Salaries	151,083	75,500	75,500	75,500	75,500	-
Operating	<u>565,192</u>	<u>126,000</u>	<u>126,000</u>	<u>126,000</u>	<u>126,000</u>	=
Total	716,275	201,500	201,500	201,500	201,500	-
Street Lighting						
Operating	145,824	181,780	165,000	165,000	165,000	-
Unclassified-Group Insurance Allocation	565,725	305,183	288,452	288,452	288,452	-
Retirement	196,719	248,412	177,526	177,526	177,526	-
Medicare	<u>13,769</u>	<u>15,190</u>	<u>10,917</u>	<u>10,917</u>	<u>10,917</u>	=
Total	776,213	568,785	476,895	476,895	476,895	-
Total Public Works	3,103,587	2,483,864	2,428,147	2,274,278	2,269,278	(5,000)
Solid Waste Disposal						
Operating	<u>2,253,278</u>	<u>2,479,998</u>	<u>2,398,318</u>	<u>2,398,318</u>	<u>2,298,318</u>	(100,000)
Total Solid Waste	2,253,278	2,479,998	2,398,318	2,398,318	2,298,318	(100,000)

	FY08	FY09	FY10 Dept	3/10/09	4/30/09	
	<u>Actual</u>	<u>Adopted</u>	<u>Requests</u>	<u>FY10 Mgr</u>	<u>FY10 FinCom</u>	<u>Change</u>
				<u>Recommend</u>	<u>/Mgr Recmd</u>	
<u>Unclassified</u>						
Reserve Fund	-	100,000	100,000	100,000	100,000	-
Maturing Debt	903,070	897,070	914,070	914,070	914,070	-
Interest-Maturing Debt	427,975	389,503	352,874	352,874	352,874	-
Interest-Temporary Loans	3,107	10,000	7,000	7,000	7,000	-
Retirement	2,773,038	3,122,507	3,353,267	3,353,267	4,065,974	712,707
Occupational Injury Reserve	189,947	80,795	80,795	80,795	80,795	-
Unemployment Compensation	36,763	44,510	44,510	82,190	82,190	-
Group Insurance	3,886,784	3,817,146	4,058,022	4,050,022	3,676,022	(374,000)
Medicare Tax	172,884	188,601	195,000	195,000	195,000	-
Fire/Liability Insurance	368,965	390,700	390,700	390,700	360,700	(30,000)
Court Judgments	-	-	-	-	-	-
Town Health Insurance Allocation	(3,495,571)	(3,383,872)	(3,590,284)	(3,590,284)	(3,590,284)	-
Town Retirement Allocation	(2,419,341)	(2,758,724)	(2,862,080)	(2,862,080)	(2,862,080)	-
Town Medicare Allocation	(172,884)	(168,231)	(175,550)	(175,550)	(175,550)	-
Sewer Enterprise Fund Allocation	(272,607)	(284,097)	(309,775)	(310,100)	(379,126)	(69,026)
Water Enterprise Fund Allocation	<u>(503,800)</u>	<u>(553,204)</u>	<u>(564,748)</u>	<u>(658,757)</u>	<u>(805,438)</u>	<u>(146,681)</u>
Total Unclassified	1,898,330	1,892,704	1,993,801	1,929,147	2,022,147	93,000
						-
Total Budget Before Transfers	75,673,166	75,990,378	78,615,019	75,818,203	75,689,061	(129,142)
Transfers						
To Special Revenue	73,168	-	-	-	-	-
To Capital Projects	2,200	-	-	-	-	-
To Trust Funds	252,720	-	80,000	45,000	-	(45,000)
To Sewer Enterprise	350,703	329,541	322,947	322,947	322,947	-
To Sewer Enterprise	<u>229,983</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>=</u>
Total Transfers	908,774	329,541	402,947	367,947	322,947	(45,000)
						-
<u>ATM Total General Fund Budget</u>	<u>76,581,940</u>	<u>76,319,919</u>	<u>79,017,966</u>	<u>76,186,150</u>	<u>76,012,008</u>	<u>(174,142)</u>

Motion: Finance Committee Chairman, Tom Cooke, motioned to Amend Article 4, and recommended Adoption as Amended, per Finance Committee/ Town Manager recommendations.

Vote: Amendment of Article 4 carried 8:11 PM 5/4/09

The moderator informed the assembly that he would read each department heading in the budget, and if any voter wanted to debate the department to call debate, and he would set that department aside.

The Unclassified budget was marked for Debate

Vote: The moderator took a vote to approve all department budgets within the Amended 2010 Fiscal Budget that were not marked for debate, and they were Adopted 8:15 PM 5/4/09

The Unclassified budget was Adopted 8:21 PM 5/4/09

Motion: Finance Committee motioned to Adopt the 2010 Fiscal Budget, as Amended in the amount of \$76,012,008.

Vote: The 2010 Fiscal Budget was Adopted as Amended in the amount of \$76,012,008. 8:24 PM 5/4/09

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 Monday, May 4, 2009.

APPROPRIATION CERTIFICATE - ANNUAL TOWN MEETING - MAY 4 & 6, 2009

ARTICLE	RAISE & APPROP	TRANSFER	WATER ENTER.	SEWER ENTER.	CPA APPROP.	CPA RESERV	BORROW
4. General Fund Budget	76,012,008						
5. Sewer Enterprise Fund (Established July 1, 2003)							
Department Receipts				7,585,706			
Transfer from General Fund				322,947			
Free Cash				826,613	(See Article 8)		
6. Water Enterprise Fund (Established July 1, 2003)							
Department Receipts			5,637,289				
7. Reduce the Current Tax Levy		1,900,000	From E & D				
8. Fund Sewer Enterprise Fund Appropriation FY10				826,613	Certified Sewer Enterprise Fund - Free Cash		
9. Purchase & Install New Fire Hydrants							40,000
10. Purchase & Install New Water Meters							800,000
13. Community Preservation					36,442.50	Admin. Cost 593,655	FY10 Reserve
15. Install New Internal Plumbing in DPW Building							300,000
16. Water Main repair/ replacement on River Rd.							520,000
17. Cover 2002 & 2003 Early Retirement Incentive Program							5,000,000
18. Ames Hill Water Storage Tanks (2) - Repair & Maintenance							500,000
Total Raise & Appropriate	76,012,008						
Total Transfers From E & D		\$1,900,000					
Water Fund - Department Receipts			\$5,637,289				
Sewer Fund - Department Receipts				7,585,706			
Sewer Fund - Transfer From General Fund				322,947			
Sewer Fund - Transfer From Certified Enterprise Fund Free Cash				826,613			
Sewer Enterprise Funds				8,735,266			
CPA Fund - Appropriation					36,442.50		
CPA Fund - Reserve						593,655	
Total Borrow							7,160,000

ATTEST:
MARY-ANN O. NICHOLS, TOWN CLERK

**2009 ANNUAL TOWN MEETING
MAY 4 & 6, 2009**

**APPROPRIATION CERTIFICATE - FISCAL 2009
RECAPITULATION**

TAX LEVY (Raise & Appropriate)	76,012,008
REDUCE TAX LEVY (Article 7, Transfer from E & D)	1,900,000
NET TAX LEVY	77,912,008
TRANSFER FROM E & D	1,900,000
TRANSFER FROM GENERAL FUND	322,947
TRANSFER FROM FREE CASH	826,613
TOTAL TRANSFERS	3,049,560
RAISE FROM SPECIFICE DEPARTMENT RECEIPTS:	
SEWER	7,585,706
WATER	5,637,289
TOTAL	13,222,995
TOTAL APPROPRIATION	94,184,563

ATTEST:
MARY-ANN O. NICHOLS, TOWN CLERK

ARTICLE 5

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the sewer enterprise fund or take any other action relative thereto.

**TOWN OF TEWKSBURY
SEWER ENTERPRISE FUND
FISCAL YEAR 2010 PROPOSED BUDGET**

<u>Budget Presentation:</u>	
REVENUES	
User Fees	4,303,040
Sewer Liens	125,000
Sewer Connection Liens	275,000
Connection Fees	2,707,666
Application Fees	15,000
Interest/Demands	10,000
Investment Income	150,000
Use of PY Surplus	826,613
Transfer from GF	322,947
Total	8,735,266
EXPENSES	
Direct	
Salaries	230,934
Operating Expenses	492,440
Lowell Sewer	678,000
Reserve Fund	50,000
Capital Outlay	51,850
Debt	
Principal - Maturing Debt	2,672,098
Interest - Maturing Debt	3,407,852
Interest - Temporary	430,000
Total	8,013,174
Indirect	
Board of Selectmen	1,972
Town Manager	16,776
Accounting	5,759
Computer Services	2,706
Assessor	12,594
Treasurer/Collector	56,398
Town Counsel	9,188
Administrative Services	1,770
Town Clerk	2,908
Community Development	3,137
Town Hall	1,959
Auxiliary Buildings	1,067
Building Dept	37,903
Dept of Public Works	250,861
Health Dept	6,992
Group Insurance	146,111
Retirement	157,419
Medicare	6,570
Total Indirect Expenses	722,092
Total Expenses	8,735,266

<u>Budget Recommendation:</u>	
Recommend that the following sums be appropriated to operate the sewer enterprise fund	
Salaries	230,934
Expenses	492,440
Capital Outlay	51,850
Lowell Sewer	678,000
Reserve Fund	50,000
Debt	6,509,950
Subtotal	8,013,174
Board of Selectmen	1,972
Town Manager	16,776
Accounting	5,759
Computer Services	2,706
Assessor	12,594
Treasurer/Collector	56,398
Town Counsel	9,188
Administrative Services	1,770
Town Clerk	2,908
Community Development	3,137
Town Hall	1,959
Auxiliary Buildings	1,067
Building Dept	37,903
Dept of Public Works	250,861
Health Dept	6,992
Group Insurance	146,111
Retirement	157,419
Medicare	6,570
Subtotal	722,092
Total	\$ 8,735,266
\$7,585,708 to come from sewer enterprise revenues, \$322,947 to be transferred from the general fund to fund exempt sewer debt raised through taxes and \$826,613 to come from Free Cash	

<u>Budget Article:</u>	
To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the sewer enterprise fund or take any other action thereon.	
Voted:	
That the following sums be appropriated for the sewer enterprise fund.	
Direct Expenses	
Salaries	230,934
Expenses	1,220,440
Capital Outlay	51,850
Debt	6,509,950
Subtotal	8,013,174
Indirect Expenses	722,092
Total	\$ 8,735,266
And that \$8,735,266 be raised as follows:	
Department receipts	\$ 7,585,706
Transfer from GF	\$ 322,947
Free Cash	\$ 826,613

Motion: Finance Committee motioned to Adopt, and raise and appropriate \$8,735,266.

Vote: Article 5 was Adopted

8:25 PM 5/4/09

Executive Summary: The purpose of this article is to fund the Sewer Enterprise Fund for FY 2010

ARTICLE 6

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the water enterprise fund or take any other action relative thereto.

**TOWN OF TEWKSBURY
WATER ENTERPRISE FUND
FISCAL YEAR 2010 PROPOSED BUDGET**

<u>Budget Presentation:</u>		<u>Budget Recommendation:</u>		<u>Budget Article:</u>	
REVENUES		Recommend that the following sums		To see if the Town will vote to raise	
User Fees	5,295,289	be appropriated to operate the		and appropriate or transfer from	
Water Liens	250,000	water enterprise fund		available funds a sum of money to	
Connection Fees	15,000	Salaries	1,166,944	operate the water enterprise fund	
Meter Replacement Fee	-	Expenses	1,224,215	or take any other action thereon.	
Investment Income	60,000	Capital Outlay	66,293	Voted:	
Other Income	17,000	Reserve Fund	25,000	That the following sums be	
Total	<u>5,637,289</u>	Debt	1,999,112	appropriated for the water	
		Subtotal	<u>4,481,564</u>	enterprise fund.	
EXPENSES		Board of Selectmen	1,972	Direct Expenses	
Direct		Town Manager	16,778	Salaries	1,166,944
Salaries	1,166,944	Accounting	5,759	Expenses	1,224,215
Operating Expenses	1,224,215	Computer Services	2,706	Capital Outlay	66,293
Capital Outlay	66,293	Assessor	12,594	Reserve Fund	25,000
Reserve Fund	25,000	Treasurer/Collector	72,164	Debt	1,999,112
Debt		Town Counsel	9,188	Subtotal	<u>4,481,564</u>
Principal - Maturing Debt	1,532,805	Administrative Services	1,770	Indirect Expenses	1,155,725
Interest - Maturing Debt	444,132	Town Clerk	2,908	Total	<u>\$ 5,637,289</u>
Interest - Temporary	22,175	Community Development	3,137	And that \$5,637,789 be raised as	
Total	<u>4,481,564</u>	Town Hall	1,959	follows:	
		Auxiliary Buildings	1,067	Department receipts	\$ 5,637,289
Indirect		Fire Dept	70,000		
Board of Selectmen	1,972	Building Dept	29,232		
Town Manager	16,778	Dept of Public Works	258,742		
Accounting	5,759	Health Dept	6,992		
Computer Services	2,706	Group Insurance	312,111		
Assessor	12,594	Retirement	333,767		
Treasurer/Collector	72,164	Medicare	12,879		
Town Counsel	9,188	Subtotal	<u>1,155,725</u>		
Administrative Services	1,770	Total	<u>\$ 5,637,289</u>		
Town Clerk	2,908	\$5,637,289 to come from water			
Community Development	3,137	enterprise revenues.			
Town Hall	1,959				
Auxiliary Buildings	1,067				
Fire Dept	70,000				
Building Dept	29,232				
Dept of Public Works	258,742				
Health Dept	6,992				
Group Insurance	312,111				
Retirement	333,767				
Medicare	12,879				
Total Indirect Expenses	<u>1,155,725</u>				
Total Expenses	<u>5,637,289</u>				
Surplus/Deficit	<u>(0)</u>				

Motion: Finance Committee motioned to Adopt, and raise and appropriate \$5,637,289.

Vote: Article 6 was Adopted

8:27 PM 5/4/09

Executive Summary: The purpose of this article is to fund the Water Enterprise Fund for FY 2010.

ARTICLE 7

To see if the Town will vote to transfer from the E & D account the total sum of \$1,900,000 to be used by the Assessors to reduce the current tax levy, or take any other action relative thereto.

Town Manager

Motion: Finance Committee motioned to Adopt, and transfer \$1,900,000 from E & D.

Vote: Article 7 was Adopted

8:28 PM 5/4/09

Executive Summary: This article allows the Town to utilize funds that were considered available as of June 30, 2008, to balance the FY10 general fund budget.

ARTICLE 8

To see if the Town will vote to transfer from the certified sewer enterprise fund free cash the sum of \$826,613 to be used to fund the sewer enterprise fund appropriations in FY10, or take any other action relative thereto.

Town Manager

Motion: Finance Committee motioned to Adopt, and transfer \$826,613 from Sewer Free Cash.

Vote: Article 8 was Adopted

8:29 PM 5/4/09

Executive Summary: This article allows the Town to utilize funds that were considered available as of June 30, 2008, to balance the FY10 sewer enterprise budget.

ARTICLE 9

To see if the Town will vote to appropriate the sum of \$40,000 to be expended by the Town Manager for the cost of purchasing and installing new fire hydrants in the Town of Tewksbury, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or take any other action relative thereto.

Motion: That the Town hereby appropriates the sum of \$40,000 to pay the costs of purchasing and installing new fire hydrants for residential customers of the Town of Tewksbury and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(7C) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Finance Committee motioned to Adopt, and borrow \$40,000 for the purpose of the article.

Vote: Article 9 was Adopted Yes 90 / No 0 - Unanimous (2/3 required)

8:30 PM 5/4/09

Executive Summary: This article authorizes the Town to borrow funds to purchase and install new fire hydrants in the Town of Tewksbury. Many of the Town's current hydrants are past their useful lives and in need of replacement. It is anticipated that this program will be implemented over ten years and that an annual town meeting appropriation will be submitted each year to continue the program. This request is to fund the fifth year of the replacement program.

ARTICLE 10

To see if the Town will vote to appropriate the sum of \$800,000 to be expended by the Town Manager for the cost of purchasing and installing new water meters for residential customers of the Town of Tewksbury, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or take any other action relative thereto.

Motion: That the Town hereby appropriates the sum of \$800,000 to pay the costs of purchasing and installing new water meters for residential customers of the Town of Tewksbury and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(7A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Finance Committee motioned to Adopt, and borrow \$800,000 for the purpose of the article.

Vote: Article 10 was Adopted Yes 65 / No 1 (2/3 required = 44)

8:30 PM 5/4/09

Executive Summary: This article authorizes the Town to borrow funds to purchase and install new water meters for residential customers of the Town of Tewksbury. Many of the Town's current meters are past their useful lives and, as such, the periodic readings may not be entirely accurate. It is anticipated that this program will be implemented over five years and that an Annual Town meeting appropriation will be submitted each year to continue the program. This request is to fund the fifth year of the replacement program. Furthermore, the MA Department of Environmental Protection is requiring the Town to do this as part of the Master Sewer Program.

ARTICLE 11

To see if the Town will vote to raise and appropriate and transfer \$35,000 to the Fire Equipment Stabilization Fund or take any action related thereto.

Town Manager

Motion: Finance Committee expects Town Manager to Withdraw Article 11.

Town Manager motioned to withdraw Article 11

Vote: Article 11 was Withdrawn

8:32 PM 5/4/09

Executive Summary: The Fire Equipment Stabilization Fund will be used to accumulate funds to purchase or make lease payments on equipment needed by the Tewksbury Fire Dept. Since equipment requirements and costs can vary significantly from one fiscal year to the next this fund will be used to accumulate funds to stabilize the impact on future Fire Dept capital outlay budgets. Expenditures from this fund require a 2/3 Town meeting vote.

ARTICLE 12

To see if the Town will vote to raise and appropriate and transfer \$10,000 to the Fire Protective Gear Stabilization Fund or take any action related thereto.

Town Manager

Motion: Finance Committee expects Town Manager to Withdraw Article 12.

Town Manager moved to withdraw Article 12

Vote: Article 12 was Withdrawn

8:33 PM 5/4/09

Executive Summary: The Fire Protective Gear Stabilization Fund is used to accumulate funds to purchase protective gear for the Tewksbury Fire Dept. The Fire Dept Protective Gear Stabilization fund allows a mechanism for the department to accumulate funds so that all of the gear can be purchased at the same time thereby ensuring that all of the gear is standardized. Expenditures from this fund require a 2/3 town meeting vote.

ARTICLE 13

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 2010, with each item to be considered a separate appropriation:

Appropriations

:

Administrative Costs	\$36,442.50
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Reserves:

Open Space	\$72,885
Community Housing	\$72,885
Historic Preservation	\$72,885
FY2010 Budgeted Reserve	\$375,000

Or take any other action related thereto.

Community Preservation Committee

Motion: Community Preservation Committee Chair, Nancy Reed recommended Adoption

The Finance Committee motioned to Adopt Article 13, to appropriate \$36,442.50 and reserve \$593,655 for the CPA

Vote: Article 13 was Adopted

8:35 PM 5/4/09

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 FY10 revenue is \$728,850.

ARTICLE 14

To see if the Town will vote to approve the FY 2010 Affordable Housing Trust Fund Allocation Plan as follows:

ALLOCATION PLAN for FY 2010

Starting Balance:	\$45,274
CPA- Saunders Circle Expansion (FY09)	\$150,000
Preservation Lane Fee in Lieu (Feb. 09)	\$137,830
	\$333,104

Anticipated Revenue	
CPA-Buydown Program (09 STM)	\$159,280
Administrative fee for Preservation Lane (2 units)	\$13,783
Comp. Permit Contributions (Shawsheen Place, Roberts Reach, Livingston Place)	\$88,000
Contribution from Katie Estates 3 units at \$130,000	\$390,000
Contribution from Pinnacle Crossing 3 units at \$130,000	\$390,000
Total Anticipated Funds Available FY10	\$1,041,063

Total Available Funds FY10	\$1,374,167
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Expenses	
Audit of 3 Local Initiative Projects (\$7,500 per project)	\$22,500
Creation of New Units/ Buydown of existing units	\$1,201,667
CPA – Saunders Circle Expansion	\$150,000
Total Projected Expenses for FY10	\$1,374,167

Town Manager
Local Housing Partnership

Motion: Finance Committee recommends Adoption

Vote: Article 14 was Adopted

8:36 PM 5/4/09

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 2010 allocation plan meets the expenditure requirements of the Special Act.

ARTICLE 15

To see if the Town will vote to appropriate the sum of \$300,000 to be expended by the Town Manager for the cost of design plans and specifications, construction bidding and construction installation of internal plumbing in the Department of Public Works Building located at 999 Whipple Rd, Tewksbury, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or take any action relative thereto.

Motion: That the Town hereby appropriates the sum of \$300,000 to pay the costs of design plans and specifications, construction bidding and construction installation of internal plumbing in the Department of Public Works Building located at 999 Whipple Rd,

Tewksbury and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7 (3A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Finance Committee recommends Adoption
Warren Carey motioned to Amend
Joe Gill requested Town Manager to Withdraw the article or Moved for Indefinite Postponement
Question was Moved

Vote: Amendment by Warren Carey carried 8:53 PM 5/4/09
Indefinite Postponement did not prevail 8:54 PM 5/4/09
Article 15 was Adopted as Amended 8:57 PM 5/4/09

AMENDMENT - After the word Tewksbury, insert the words “and to connect the building to municipal sewer”

Executive Summary: This article authorizes the Town to borrow funds to install new internal plumbing in the DPW building and to connect the building to municipal sewer. This will allow for the Town to be in compliance with the MS4 NPDES Stormwater Permit with the Environmental Protection Agency.

ARTICLE 16

To see if the Town will vote to appropriate the sum of \$520,000 to be expended by the Town Manager for the purpose of repairing and/or replacing a portion of water main on River Road prior to roadway construction, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or take any action relative thereto.

Motion: That the Town hereby appropriates the sum of \$520,000 for the purpose of repairing and/or replacing a portion of water main on River Road, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7 (3A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Finance Committee recommended Adoption

Vote: Article 16 was Adopted – Yes 55 / No 0 (2/3 required – unanimous) 9:07 PM 5/4/09

Executive Summary: This article will allow the Town to borrow funds for repair and/or replacement of the water main on a large portion of River Road between the Andover town line and Hood Road prior to the roadway reconstruction project, which has experienced several breaks over the last few years.

ARTICLE 17

To see if the Town will vote to appropriate the sum of \$6,218,000 for the purpose of funding the Town’s liability to the Middlesex County Retirement System (MRS) for additional benefits payable under the early retirement incentive program and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing or take an action relative thereto.

Motion: That the Town hereby appropriates the sum of \$6,218,000 for the purpose of funding the Town’s liability to the Middlesex County Retirement System for additional benefits payable under the early retirement incentive program and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 497 of the Acts of 2008 and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Town Manager, David Cressman motioned to amended Article 17
Finance Committee recommended Adoption as Amended by Town Manager

Vote: Article 17 was Adopted as Amended Yes 55 / No 0 (2/3 required – unanimous) 9:10 PM 5/4/09

AMENDMENT: Move to amend Article 17 by changing the number from \$6,218,000 to \$5,000,000 in two locations where it is found in the article.

Executive Summary: This article authorizes the Town to borrow \$6,218,000 to pay for the additional benefits incurred under the 2002 and 2003 early retirement incentive programs. Currently the benefits are paid as part of the annual retirement assessment to Town. Once the funds are borrowed they will be paid to the Middlesex County Retirement Board to extinguish the early retirement incentive liability. The funds will only be borrowed if the resulting interest rate is lower than the rate currently being paid to MRS of 8.25%. Under Chapter 497 of the Acts of 2008 the Town will not be allowed to recognize any savings from this action for five years. This article does not authorize any additional benefits.

ARTICLE 18

To see if the Town will vote to appropriate the sum of \$500,000 to be expended by the Town Manager for the repair and maintenance of two water storage tanks on Ames Hill, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or take any action relative thereto.

Motion: That the Town hereby appropriates the sum of \$500,000 for the repair and maintenance of two water storage tanks on Ames Hill and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8 (7C) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Finance Committee recommended Adoption

Vote: Article 18 was Adopted – Yes 35 / No 0 (2/3 required – unanimous)

9:10 PM 5/4/09

Executive Summary: This article authorizes the Town to borrow funds for the repair and maintenance of the two Ames Hill water storage tanks. As a result of a MA-DEP sanitary survey the Town is mandated to perform these maintenance items to bring the storage tank facility into compliance with MA-DEP regulations regarding underground storage tanks.

SECTION 3

ARTICLE 27

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or take by eminent domain temporary and/or permanent easements for the purpose of providing drainage, sidewalks and roadway reconstruction on a portion of River Road from Trull Brook to the Town line with Andover as shown on the plan entitled “River Road Transportation Improvement Project” dated February 7, 2009, prepared by Vanasse Hangen Brustlin, 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: Finance Committee recommended Adoption

Vote: Article 27 was Adopted – Yes 37 / No 0 (2/3 required – unanimous)

8:01 PM 5/6/09

Executive Summary: This will allow the Selectman to obtain the necessary easements for the roadway reconstruction on River Road.

ARTICLE 28

To see if the town will vote to accept conveyance of the sewer line and pump station located within the Robertson Estates Definitive Subdivision shown on plan of land entitled “Robertson Estates “Definitive Subdivision” Plan of Land In Tewksbury, Massachusetts; prepared for C.A. Investment Trust, 59 Chandler Circle, Andover, Massachusetts; prepared by Dana F. Perkins, Consulting Engineers and Land Surveyors, 1049 East Street, Tewksbury, Massachusetts; dated November 2, 2001, and approved under the Subdivision Control Law and recorded at Middlesex North Registry of Deeds at Plan Book 212, Plan 90, and to further accept conveyance of the sewer and utility easements in which said sewer line and pump station may be located. Said utility easements being shown on a plan entitled “Easement Plan of Land, Frasier Lane, Tewksbury, Massachusetts” said plan consisting of Sheets 1-3; prepared for C.A. Investment Trust, 59 Chandler Circle, Andover, Massachusetts; prepared by Dana F. Perkins, Consulting Engineers and Land Surveyors, 1049 East Street, Tewksbury, Massachusetts; dated February 9, 2009 or take any other action relative thereto.

Town Manager

Motion: Finance Committee recommended Adoption

Vote: Article 28 was Adopted

8:02 PM 5/6/09

Executive Summary: This will allow the town to take ownership of the sewer main and sewer pump station on Frasier Lane.

ARTICLE 29

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, or take by eminent domain easements on Map 91, Lots 19 and 21 for the purpose of providing drainage between the properties 400 and 410 Pinnacle Street. Such easement locations are shown on plans entitled; "Drainage Easement #400 & #410 Pinnacle Street, Tewksbury, Massachusetts prepared for Town of Tewksbury" prepared by Coughlin Environmental Services, LLC on March 2, 2009. A copy of the plans may be viewed at the Department of Public Works, Engineering Division, 999 Whipple Road.

Town Manager

Motion: Finance Committee recommended Adoption

Vote: Article 29 was Adopted – Yes 25 / No 0 (2/3 required – unanimous)

8:03 PM 5/6/09

Executive Summary: The purpose of this article is to acquire by eminent domain a drainage easement from 400 and 410 Pinnacle Street to install and maintain drainage for Pinnacle Street.

ARTICLE 30

To see if the Town will vote to appropriate \$3,600 from available funds and authorize the Town Manager to acquire by taking by eminent domain or otherwise, in fee simple and/or by easement or other interest in land along Main Street as shown in plan entitled "Utility Easement Plan, Assessors Map 84 Lot 21, AIRPORT ROAD Tewksbury Massachusetts" prepared by Cuoco and Cormier for the Town of Tewksbury dated February 4, 2009, for the purpose installation and maintenance of utilities including sewer, water and drainage, which plans are to be recorded at the Middlesex Registry of Deeds as follows:

Legal Description

Permanent Sewer Utility Easement

Certain parcels of land in the Town of Tewksbury, Middlesex County, Massachusetts, situated in a Right of Way know as Airport Road, more particularly bounded and described as follows:

Beginning at a point on the southerly end of said Airport Road, at land of now or formerly Airport Industrial Condominium, said point being S 50° 14' 00" E a distance of 10 feet, more or less, from the southwest corner of land of now or formerly William J Rooney, shown as Lot 76 on Tewksbury Assessor's Map 84, thence; N 39° 43' 30" E over said Airport Road, a distance of 327.75 feet, more or less, to a point, thence;

Northwesterly, at a right angle, a distance of 10 feet, more or less, to land of now or formerly Effjam II Realty trust, thence; N 39° 43' 30" E along said Effjam land a distance of 20 feet, more or less to a point, thence; Southeasterly at a right angle, a distance of 30 feet, more or less, to a point, thence; S 39° 43' 30" W a distance of 347.77 feet, more or less, to a point at said Airport Industrial Condominium land, thence;

N 50° 14' 00" W by the end of said Airport Road, a distance of 20.00 feet, more or less to the point of beginning. Said Permanente Easement contains 7, 155 square feet, more or less.

Temporary Construction Easements

Beginning at a point on the southerly end of said Airport Road, at land of now or formerly Airport Industrial Condominium, said point being the southwest corner of land of now or formerly William J Rooney, shown as Lot 76 on Tewksbury Assessor's Map 84, thence; N 39° 43' 30" E along the northerly line of said Airport Road, a distance of 327.75 feet, more or less, to a point, thence; Southeasterly, at a right angle, a distance of 10 feet, more or less, to a point, thence; S 39° 43' 30" W distance of 327.75 feet, more or less to a point at said Airport Industrial Condominium land, thence;

N 50° 14' 00" W by the end of said Airport Road, a distance of 10.00 feet, more or less to the point of beginning. Said Temporary Easement contains 3,275 square feet, more or less.

Said Easements are shown on a plan entitled "Utility Easement Plan- Assessor's Map 84 Lot 21-Airport Road- Tewksbury, MA – Prepared for Town of Tewksbury- dated February 4, 2009 – prepared by Cuoco and Cormier Engineering Associates, Inc.

Town Manager

Motion: Finance Committee recommended Adoption
Town Manager, David Cressman motioned to Amend
Finance Committee concurred

Vote: The amendment prevailed
Article 30 was Adopted as Amended

8:04 PM 5/6/09

AMENDMENT: In the first line after the word available add: “sewer enterprise”. The first line will now read: To see if the Town will vote to appropriate \$3,600 from available sewer enterprise funds

Executive Summary: This will allow this property located at 1875 Main Street to have access for the purpose of connecting to the utilities including sewer, water and drainage. The funds will be paid from the Master Sewer Project.

ARTICLE 31

To see if the Town will vote to amend the Town By Laws by adding a new section 9.18

Public Consumption of Marijuana or Tetrahydrocannabinol

9.18.010 Public consumption of marijuana or tetrahydrocannabinol prohibited

No person shall smoke, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol (as defined in G.L. c. 94C, & 1, as amended) while in or upon any street, sidewalk, public way, footway, passageway, stairs, bridge, park, playground, beach, recreation area, boat landing, public building, schoolhouse, school grounds, cemetery, parking lot, or any area owned by or under the control of the town; or in or upon any bus or other passenger conveyance operated by a common carrier; or in any place accessible to the public.

9.18.020 Enforcement Authority

This by-law may be enforced through any lawful means in law or in equity including, but not limited to, enforcement by criminal indictment or complaint pursuant to G.L. c. 40, & 21, or by noncriminal disposition pursuant to G.L. c. 40, & 21D, by the Board of Selectmen, the Town Manager, or their duly authorized agents, or any police officer.

9.18.30.1 Violation – Penalty

The fine for violation of this by-law shall be three hundred dollars (\$300) for each offense. Any penalty imposed under this by-law shall be in addition to any civil penalty imposed under G.L. c. 94C, & 32L.

Alfred Donovan
Chief of Police

Motion: Finance Committee recommended Adoption

Vote: Article 31 was Adopted

8:05 PM 5/6/09

Executive Summary: The new law which de-criminalizes the possession of marijuana (M.G.L. 272 s 59) under (1) ounce, does not address the issue of people smoking marijuana in public. The adoption of the proposed by-law would allow law enforcement personnel to impose a \$300.00 fine to those violators who are smoking or consuming marijuana in a public place. The present law only imposes a fine for the possession of marijuana (under 1 ounce) and not for the smoking or consumption of marijuana in a public place like a school or on town property.

ARTICLE 32

To see if Town will vote to amend the following sections of the Town By-Laws regarding Laws Relating to Dogs to add the following fee(s) adjustments:

6.04.050 Dog Tag: 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.

6.04.60 License Fees/Late Fees/ Penalties: Fees for all dogs male, female neutered or sprayed shall be fifteen (\$15.00) dollars, annually, payable on January 1.

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

6.04.070 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

6.04.080 Animal Control Officer: Any Owner or keeper of any dog who refuses to turn over any dog to the Animal Control Officer upon demand, said seeking out, or 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.

6.04.100 Leash Law:

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

6.04.110 Public Nuisances: penalty for the violation of this section shall be:

Female Dogs in Heat:

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

Noise Disturbances, Chasing Vehicles, Trespassing etc:

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

6.04.120 Disposition of Dogs:

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. In addition, if applicable, veterinary costs plus a 10% administrative fee for a distemper vaccination.

Delete “. . . to a total maximum of one hundred ninety (\$190.00) dollars in aggregate.”

6.04.160 Penalty By-Law:

(a) Informal Disposition Process:

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

(b) Non-Criminal Disposition through Chapter 1.08, General Penalty Town of Tewksbury Town By-Laws:

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

Lou-Ann Clement, Director of Public Health
Mary-Ann O. Nichols, Town Clerk

Motion: Finance Committee recommended Adoption

Vote: Article 32 was Adopted

8:05 PM 5/6/09

Executive Summary: These section amendments are either to adjust the existing established dog fees and penalties and/or to clarify the Leash Law penalties.

ARTICLE 33

To authorize and direct the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to amend Section 20A of chapter 59 of the General Laws by striking out in line 3 thereof the words “regional school districts”, thereby amending said Section 20A of chapter 59 to read as follows:

“No county, district, public authority, the commonwealth, or other government entity authorized by law to assess costs, charges or fees upon cities and towns, except regional water districts and regional sewerage districts, may increase the total of such costs, charges or fees by more than the sum of: (1) two and one-half per cent of the total of such costs, charges or fees over the preceding fiscal year; and (2) any increases in costs, charges or fees for services customarily provided locally or for services subscribed to at local option.”

Tewksbury School Committee

Motion: Finance Committee recommended Indefinite Postponement

Rick O’Neill, Chairman of the School Committee Amended Article 33

Patricia Meuse, Member of the Regional Voke School Committee, requested that Superintendent Charles Lyons from Shawsheen Tech be able to speak to the assembly, and this requested was granted by the voter’s

Rick O’Neill motioned to Adopt Article 33

Rick O’Neill deferred to Representative Jim Miceli to speak to the assembly

Joe Gill motioned to Move the question

Charles Anzoni requested Rep. Miceli to address the assembly

Vote:	The question was Moved	9:02 PM 5/6/09
	The Amendment by Rick O’Neill prevailed	9:02 PM 5/6/09
	Indefinite Postponement did not prevail	9:03 PM 5/6/09
	Article 33 was Adopted as Amended	9:04 PM 5/6/09

AMENDMENT: To change “Board of Selectmen” in line one to “School Committee”

Executive Summary: The intent of this petition is to ensure fairness in this time of economic crisis by requiring that all governmental entities and authorities authorized by law to assess costs, charges or fees upon cities or towns, except for regional water districts and regional sewerage districts, shall be limited in the increase of the total of such costs, charges or fees by not more than the sum of: (1) two and one-half percent of the total of such costs, charges or fees over the preceding fiscal year; and (2) any increases in such costs, charges or fees for services customarily provided locally or for services subscribed to at local option.

ARTICLE 34

To see if the Town will vote to grant an easement to the trustees of the charitable Washington B. Trull Trust permitting them to access and maintain the Trull Monument located on a parcel of land in the Town of Tewksbury, County of Middlesex, Commonwealth of Massachusetts at the corner of River and Hood Roads.

Summary: This article seeks to obtain the vote of the Town to grant an easement permitting access to and maintenance of a historical monument in honor of a revolutionary war hero by the trustees of a charitable trust as per the attached easement at no expense to the Town.

Mark Torrisi and Others

Monument Easement

Motion: Finance Committee recommended Adoption

Vote: Article 34 was Adopted 9:04 PM 5/6/09

Executive Summary: This article seeks to obtain the vote of the Town to grant an easement permitting access to and maintenance of a historical monument in honor of a revolutionary war hero by the trustees of a charitable trust as per the attached easement at no expense to the Town.

KNOW ALL MEN BY THESE PRESENTS, that the inhabitants of the Town of Tewksbury (herinafter the “Grantor”), the owners of a certain parcel of land containing the Captain John Trull Memorial Stone situated on the northerly portion of Hood Road just westerly of its intersection with River Road as depicted on the Monument Location Plan of Certified Engineers, Cavanaro Consulting, 687 Main Street, Norwell, Massachusetts 02061 dated _____ and recorded as Plan Book _____, Page _____ in the Middlesex North District Registry of Deeds, Lowell, Massachusetts as a result of two takings by the Middlesex County Commissioners recorded at Book 353, Page 243 on May 1, 1903 and at Book 1061, Page 371 on February 11, 1947, for consideration paid hereby grant to: Robert F. Trull and George W. Harvey and their successors and/or assigns, as trustees of the Washington B. Trull Testamentary Trust as recorded at the Norfolk Probate Court, Docket No. 67202T, in perpetuity with quitclaim covenants, the right and easement to access and maintain the monument side and the approximate 1500 square foot triangular area surrounding the land upon which the monument sits.

Said easement grant includes the right of the Grantees to maintain, renew, replace and remove brush, shrubs, grass and flowers within said easement area solely for the benefit of the maintenance of the Trull Monument as well as the right to enter Grantor’s property from time to time for all of the foregoing purposes.

Grantees agree to indemnify and hold harmless the Grantor with respect to Grantee's use of said easement area as well as acknowledging Grantee's ongoing obligation to remove trash and debris and in general maintain and repair the monument site.

ARTICLE 35

To see if the Town will vote to delete the provisions of Section 3400 of the Zoning Bylaw in its entirety and to substitute in lieu thereof the following new Section 3400:

3400. Accessory Residential Uses in One-Family Dwellings: Family Suites

3410. General Objectives: The provision of accessory Family Suite dwelling units in owner occupied one family dwellings is intended to: (1) increase the range of choice of housing accommodations, (2) encourage greater diversity of population with particular attention to young adults and senior citizens, and (3) encourage a more economic and energy-efficient use of the town's housing supply while maintaining the appearance and character of the town's single family neighborhoods.

3420. Conditions and Requirements. A family suite is allowed as an accessory use, attached to a single family dwelling in R40, R80, FA, TR and LB zones including Cluster Developments, in accordance with the requirements listed below (a) through (n):

- (a) The owner of the dwelling in which the family suite is created, shall occupy either of the dwelling units in the located structure in question, except for temporary absences of up to six months. For the purposes of this section, the "owner" shall be one or more individuals residing in a dwelling, who holds legal or beneficial title and for whom the dwelling is the primary residence for voting and tax purposes.
- (b) The family suite shall not contain more than 800 square feet of floor area by right. The maximum floor area of a family suite may be enlarged, however, to a maximum floor area not to exceed 1,000 square feet only upon the issuance of a special permit by the Planning Board.
- (c) The family suite shall not contain more than two (2) bedrooms. Common entries and open decks shall not be included in the square footage calculation of the family suite.
- (d) The family suite shall be contiguous with the single family dwelling with direct access or connected with a common closed entry.
- (e) The family suite may have its own front door, and may also have a side or rear exit with an open deck and egress.
- (f) Any structural addition of a family suite must meet all front, side and rear setbacks and lot coverage requirements for the zone unless variances are granted by the Tewksbury Zoning Board of Appeals in accordance with MGL § 40A.
- (g) There are no more than three (3) related persons occupying the family suite.
- (h) A minimum of one additional off-street parking space shall be provided, however, a separate driveway is not permitted.
- (i) Annual Certification by notarized affidavit shall be provided to the Building Commissioner that the owner of the property, except for bona fide temporary absence shall occupy one of the two dwelling units.
- (j) The family suite shall be subject to review and approval by the Board of Health as to sanitary wastewater disposal in full conformance with the provisions of 310 CMR 15.00 (Title V of the State Environmental Code).
- (k) Only one family suite may be constructed onto any dwelling.
- (l) No family suite permitted under this Section 3400 shall be constructed and occupied without building and occupancy permits issued by the Building Commissioner.
- (m) A certificate of occupancy shall be issued to the owner of the dwelling only, and is not transferable. In the event of the subsequent sale and or transfer of the dwelling structure in which the family suite is located, the new owner must obtain a new certificate of occupancy for the family suite from the Building Commissioner prior to continued occupancy of the said family suite.
- (n) Restriction Agreements in a form acceptable to the Building Commissioner shall be completed by the applicant, submitted to the Building Commissioner, then approved and recorded at the North Middlesex Registry of Deeds by the Building Commissioner, or by Town Counsel, as the case may be.
- (o) Notwithstanding anything else contained herein to the contrary, nothing herein shall be construed as to require a family suite to be under its own roof.

3430. Grant of Variance. Except as otherwise provided in Section 3420(e) above, the conditions and requirements set forth in Section 3420 above shall not be subject to relief through a variance.

Executive Summary: This Article retains most of the requirements of the present Family Suite Bylaw but also differs from the current Section 3400 in that it (1) allows the floor area of the family suite unit to be increased from 800 square feet by right to an area not greater than 1,250 square feet upon the issuance of a special permit from the Planning Board; (2) allows for the number of bedrooms located in the family suite to be increased from one to two in number; (3) requires Annual Certification by notarized affidavit to be provided to the Building Commissioner attesting that the owner of the property, except for bona fide temporary absence shall occupy one of the two dwelling units; (4) states that a certificate of occupancy shall be issued to the owner of the dwelling only, and is not transferable. In the event of the subsequent sale and or transfer of the dwelling structure in which the family suite is located, the new owner must obtain a new certificate of occupancy for the family suite from the Building Commissioner prior to continued occupancy of the said family suite.

These changes will increase the range of choice of housing accommodations for Tewksbury's young adults and senior citizens in these increasingly difficult economic times, and will encourage a more economic and energy-efficient use of the town's housing supply while maintaining the appearance and character of the town's single family neighborhoods.

Motion: Finance Committee deferred to Planning Board
Planning Board to approve a modification (amendment) from Rick O'Neill
Rick O'Neill motioned to Amend Article 35 in its entirety with a revised version
Planning Board recommended Adoption as Amended by Rick O'Neill
Warren Carey motioned to Amend the revised version of Mr. O'Neill's amendment

Vote: Rick O'Neill's motion to Amend Article 35 in its entirety passed 9:29 PM 5/6/09

Motion: Scott Consaul motioned to Amend Mr. O'Neill's revised version of Article 35

Vote: Motion by Warren Carey to Amend Mr. O'Neill's revised version passed in a standing count 9:34 PM 5/6/09

Motion by Scott Consaul to Amend Mr. O'Neill's revised version passed unanimously 9:38 PM 5/6/09

Article 35 was Adopted as Amended – Yes 55 / No 5 (2/3 required – 40 needed) 9:39 PM 5/6/09

Article 35 was Adopted with the following (3) three amendments:

AMENDMENT 1- Rick O'Neill

ARTICLE 35 - Revised

To see if the Town will vote to amend the provisions of Section 3400 of the Zoning Bylaw by deleting therefrom Section 3410 (1) and adding thereto the following new Sections 3410 (1) and 3410 (2):

3400. FAMILY SUITE

3410. Family Suite. A family suite is allowed as an accessory use, attached to a single family dwelling in R40, R80, FA, TR and LB zones including Cluster Developments, in accordance with the below listed (1-11) requirements. Except as noted; these requirements are not subject to relief through a variance.

- (1) The Family Suite shall not contain more than 800 square feet of floor area by right. The maximum floor area of a Family Suite may be enlarged, however, to a maximum floor area not to exceed 1,000 square feet upon the issuance of a Special Permit by the Planning Board. Common entries and open decks shall not be included in the square footage calculation of the Family Suite.
- (2) A Family Suite shall not contain more than one (1) bedroom; unless a Special Permit for a second bedroom is issued by the Planning Board, prior to occupancy. In no case shall a Family Suite have more than two (2) bedrooms.
- (3) The family suite shall be contiguous with the single family dwelling with direct access or connected with a common closed entry.
- (4) The family suite shall not have its own front door, however, may have a side or rear exit with an open deck and egress.
- (5) Any structural addition of a family suite must meet all front, side and rear setbacks and lot coverage requirements for the zone unless variances are granted by the Tewksbury Zoning Board of Appeals in accordance with MGL § 40A.
- (6) There are no more than three (3) related persons occupying the family suite.
- (7) A minimum of one additional off-street parking space shall be provided, however, a separate driveway is not permitted.
- (8) Annual Certification by notarized affidavit shall be provided to the Building Commissioner that the owner of the property, except for bona fide temporary absence shall occupy one of the two dwelling units.

- (9) The Family Suite shall be subject to review and approval by the Board of Health as to sanitary wastewater disposal in full conformance with the provisions of 310 CMR 15.00 (Title V of the State Environmental Code).
- (10) Only one Family Suite may be constructed onto any dwelling.
- (11) Subordination Agreements (as required) and Restriction Agreements shall be completed by the applicant, submitted to the Building Commissioner, then approved and recorded at the North Middlesex Registry of Deeds by Town Counsel.
- (12) Notwithstanding anything else contained herein to the contrary, nothing herein shall be construed as to require a family suite to be under its own roof.

; and to further amend Appendix A, Table of Use Regulations, by adding thereto to Section A., Residential Uses, a new Section 8 and 9 to read as follows:

A. RESIDENTIAL USES	R40	FA	LB	COM	TR	P	MN	MFD	MFD /55	CDD	HI	OR
8. Family Suite By Right	Y	Y	Y	N	Y	N	N	N	N	N	N	N
9. Family Suite By Special Permit	PB	PB	PB	N	PB	N	N	N	N	N	N	N

Executive Summary: This Article retains most of the requirements of the present Family Suite Bylaw. The Family Suite will still be limited to an area of no more than 800 square feet of floor area by right. The maximum floor area of a Family Suite may be enlarged, however, to a maximum floor area not to exceed 1,000 square feet upon the issuance of a Special Permit by the Planning Board. Common entries and open decks are not included in the square footage calculation of the Family Suite, as is the present case. Moreover, a Family Suite shall not contain more than one (1) bedroom; unless a Special Permit for a second bedroom is issued by the Planning Board, prior to occupancy. But, in no case shall a Family Suite have more than two (2) bedrooms.

AMENDMENT 2 – Warren Carey

To Article 35 Revised – Add the following 2nd sentence to item (9) into Mr. O’Neill’s amendment: “The family suite shall be required to hook-up to town sewer if available and, if not, as soon as town sewer is available.”

AMENDMENT 3 – Scott Consaul

To Article 35 Revised – Add the following to Section 3410:

- (13) Notwithstanding anything else contained herein to the contrary, nothing herein shall be construed as to require a family suite to be under its own roof

ARTICLE 36

To see if the Town will vote to amend the Zoning Bylaw by adding the following new Section 4250 thereto:

Section 4250. **DIMENSIONAL SPECIAL PERMIT**

In order to permit an owner of land to make use of a lot of land or to erect and maintain buildings or other structures on a lot of land which does not conform to the area, frontage or perimeter dimensional requirements of Section 4250 and Appendix B of the Zoning Bylaw, and such lot of land is located in a residential zoning district (R-40, R-80), the Planning Board may, subject to the following requirements, may grant a special permit to exempt such lot of land from the said area, frontage or perimeter dimensional requirements set forth in Section 4250 and Appendix B.

In determining whether to grant a dimensional special permit in accordance with this Section 4250, the Planning Board, after public hearing, shall make the following necessary findings prior to the issuance of such dimensional special permit:

- (1) That such lot of land has frontage on (i) a public way or way which the Town Clerk certifies is maintained and used as a public way, or (ii) is a way shown on a plan of land theretofore approved and endorsed in accordance with the subdivision control law, or (iii) is a way in existence when the subdivision control law became effective in the Town of Tewksbury, having sufficient width, suitable grades and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of the land abutting thereon or served thereby, and is sufficient for the installation of municipal services to serve such land and the buildings erected or to be erected thereon; and
- (2) That such lot of land contains not less than ten thousand (10,000) square feet of area and is shown on the Tewksbury Assessor’s Tax Map on or before March 18, 1992;, or shown on a plan of land or other instrument describing such lot of land as containing 10,000 square feet of area or more, and such plan or instrument was originally recorded in the Middlesex North District Registry of Deeds; and

- (3) That the adjoining neighborhoods have been previously developed by the construction of buildings or structures on lots generally smaller than is prescribed by said Section 4250 and Appendix B; and
- (4) That the structure to be constructed conforms to the current requirements of the Bylaw to the maximum extent possible; and
- (5) That such structure to be constructed is not substantially more detrimental to the neighborhood in general.

John Berube and Others

Motion: Finance Committee deferred to Planning Board
Planning Board supported Withdrawal by proponent
Rick O'Neill, on behalf of John Berube motioned to Withdraw the Article

Vote: Article 36 was Withdrawn 9:41 PM 5/6/09

Executive Summary: The approval of this bylaw amendment would permit an owner of land to make use of a lot of land or to erect and maintain buildings or other structures on a lot of land which does not conform to the area, frontage or perimeter dimensional requirements of Section 4250 and Appendix B of the Zoning Bylaw, and such lot of land is located in a residential zoning district (R-40, R-80), the Planning Board may, subject to the following requirements, may grant a special permit to exempt such lot of land from the said area, frontage or perimeter dimensional requirements set forth in Section 4250 and Appendix B.

ARTICLE 37

To see if the Town will vote to amend Section 7351 of the Tewksbury Zoning By-Law by substituting the words "12 acres" with "3 acres"

The amended section to read: The total area of the subdivision shall not be less than 3 acres.

Anthony Martinelli and Others

Motion: Finance Committee deferred to Planning Board
Planning Board supported the Withdrawal by proponent, filed with the Town Clerk
Anthony Martinelli had already filed a notarized statement to withdraw Article 37 with the Town Clerk

Vote: Article 37 was Withdrawn 9:41 PM 5/6/09

Executive Summary: The purpose of this article is to allow cluster development on subdivisions of property less than 12 acres. Cluster Development adds to the Town's Open Space without increasing development density. Cluster Subdivisions promote Low Impact Development while increasing permanent Open Space.

Finance Committee Chairman, Tom Cooke, motioned to Adjourn the 2009 Annual Town Meeting, Sine Die, and the motion was Adopted. 9:42 PM 5/6/09

RESPECTFULLY SUBMITTED:
MARY-ANN O. NICHOLS, TOWN CLERK

Special Town Meeting

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 Tuesday, May 5, 2009.

APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING - MAY 5, 2009

ARTICLE	RAISE & APPROPRIATE	CPA APPROP.	TRANSFER	FREE CASH	SEWER ENTER.	WATER ENTER.
8. Town Hall renovation design plans		\$142,500.00	From CPA Funds			
9. Transfer to Affordable Housing Trust Fund		\$159,280.00	From CPA Funds			
16. Transfer to Revaluation Account for Tri-Annual revaluation program				\$35,000.00	From the Overlay Surplus	
17. Unpaid Bills				\$8,624.00	From GF Free Cash	
18. Reduce FY09 Budget in specific departments, due to State Aid shortfall in revenue	(\$337,555.00)	Reduce FY09 General Fund				
19. Certain sums of money to specific accounts				\$254,384.00	From Specific Accounts within the GF	
				\$31,337.00	To Camp Pohelo - Sr Fund	
20. Increase FY09 Sewer Enterprise Fund					\$210,000.00	From FY08 Sewer Enterprise Free Cash
Increase FY09 Water Enterprise Fund						\$12,000.00
						From FY08 Water Enterprise Free Cash
21. Transfer to the Water Enterprise Fund for Liability Settlement pertaining to water			\$437,935.88	From FY09 General Fund to Water Enterprise		
<u>Total Raise & Appropriate</u>	<u>(\$337,555.00)</u>					
<u>CPA Fund - Appropriation</u>		<u>\$301,780.00</u>				
<u>Total Transfers</u>			<u>\$758,656.88</u>			
<u>Total General Fund Free Cash</u>				<u>\$8,624.00</u>		
<u>Sewer Enterprise Funds</u>					<u>\$210,000.00</u>	
<u>Water Enterprise Funds</u>						<u>\$12,000.00</u>

ATTEST:
MARY-ANN O. NICHOLS, TOWN CLERK

Tewksbury Memorial High School
320 Pleasant Street
May 5, 2009

SPECIAL TOWN MEETING – MAY 5, 2009

Moderator Warren Layne opened the May 5, 2009 Special Town Meeting at 7:00 PM.

There were 161 registered voters and 8 visitors in attendance. The Moderator designated the visitors section and emergency exits.

Finance Committee Chairman, Tom Cooke, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted
5/5/09 7:02 PM

Finance Committee Chairman, Tom Cooke, motioned to Adjourn the May 5, 2009 Special Town Meeting, Sine Die, and this motion was Adopted.
5/5/09 8:26 PM

ARTICLE 1

To see if the Town will vote to amend the Tewksbury Zoning Bylaw by adding a new section and to amend Tewksbury Zoning Map Overlay as follows:

8600 Town Center Overlay District

8601. Purpose: The purposes of the Town Center Overlay District (TCOD) are to:

- a) encourage a mix of business, residential, cultural, educational and civic uses;
- b) promote compact development that is pedestrian-oriented and preserves the historic value and character of the area;
- c) minimize impacts on public services and maximize the efficient use of public infrastructure;
- d) increase the town's tax base by creating a thriving small business environment, attracting new investment and promoting economic development;
- e) provide diverse housing opportunities; and
- f) encourage the reuse of existing underutilized or vacant properties.

The following bylaw is intended to support the goals, objectives and recommendations outlined in the Town's Master Plan, and the Town of Tewksbury Affordable Housing Plan and Housing Production Strategy. Applications submitted under the TCOD bylaw shall meet the criteria and guidelines outlined in the corresponding Town Center Design Guidelines.

8602. Boundaries. The boundaries of the TCOD shall be as shown on the Town of Tewksbury Town Center Overlay Zoning Map, on file in the office of the Town Clerk.

8603. Relationship to Existing Zoning. The underlying zoning shall remain an integral part of the Tewksbury Zoning Bylaw and shall be neither modified, repealed nor amended by this section. The property owners in the TCOD shall possess all current zoning rights and be subject to the requirements applicable in the underlying zones. In the event that an owner desires to use their property for development as defined herein, the rules and regulations of the TCOD shall apply and by filing an application for development subject to such rules and regulations, the owner shall be deemed to accept and agree to them. Municipal Zoned properties located within the TCOD are not eligible to apply for a permit under the provisions of the TCOD. Where the TCOD provisions are silent on a zoning rule or regulation, the requirements of the underlying zoning shall apply (e.g. off street parking and open space requirements). In addition, projects allowed under the underlying zoning are not eligible to apply under the TCOD unless they meet all of the requirements of the TCOD.

8604. Use Regulations and Definitions. The following uses are allowed in the TCOD subject to the requirements outlined in these TCOD regulations, and provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:

1. Residential Uses (as a component of a mixed-use development):
 - a. Multifamily¹
 - b. Artist Lofts: All or a portion of a building that has been converted into an artist's workspace and living area.
 - c. Assisted living facilities²
2. Government, Institutional and Public Service Uses:

¹ As defined in Section 7100 of the Tewksbury Zoning Bylaw

² As defined in Section 10000 of the Tewksbury Zoning Bylaw

- a. Municipal
 - b. Educational
 - c. Religious
 - d. Post Office
 - e. Recreation
3. Business Uses
- a. Retail Store, not exceeding 7,500 sq. ft. of gross floor area per individual establishment.
 - b. Professional Offices, not exceeding 10,000 sq. ft. of gross floor area per individual office establishment
 - c. Financial Services/Bank
 - d. Restaurant, fast food, general or limited service, not exceeding 4,000 sq. ft. of gross floor area. The square footage requirement does not include a patio or outdoor seating area operated in connection with an indoor-service restaurant
 - e. Hotel, Inn²
 - f. Bed and Breakfast²
 - g. Lodge or Club (Membership)²
 - h. Personal Services²
 - i. Artist or Craftsman Studio: Commercial space utilized to create, design, and fabricate paintings, sculptures, statues, photography, furniture and similar art forms.
 - j. Commercial Recreation, Indoor²
 - k. Parking Facility: A public or private parking area or structure that is open to shelter or storage of motor vehicles by residents, customers and employees for permitted uses in the TCOD.
 - l. Day Care Facility²
 - m. Performance Theater: A building or structure designed for theatrical and other staged entertainment services.
 - n. Museum: A depository for collecting and displaying objects having scientific, historical or artistic value for the purposes of education, study and enjoyment.
 - o. Art Gallery: A room or series of rooms where works of art are exhibited.
4. Mixed use development: A single building with the ground floor used primarily for retail, commercial, service or office and the upper floor(s) used for residential use.

8605. Prohibited Uses. Any use not listed above is to be considered prohibited. Drive through services and windows, and Adult Use Establishments are not allowed for any use in the TCOD district.

8606. Site Plan Special Permit. All uses and structures in the TCOD are subject to a Special Permit and Site Plan Special Permit from the Planning Board in accordance with Sections 9300 and 9400 of the Zoning Bylaw. In addition to the requirements of these sections, all design criteria of the TCOD shall apply as described in the Town Center Design Guidelines. The Planning Board shall be the Special Permit Granting Authority.

8607. Concept Plan. Prior to the application for approval of any special permit for a TCOD, a preliminary plan called for purposes of this Section 8600 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of this TCOD and shall include: (a) a site development plan showing the location and footprint(s) of all proposed buildings, changes in grading and topography, parking, landscaping, roads, walkways and access ways, open space, and wetlands; (b) a utilities plan showing the proposed location and types of water, wastewater and stormwater facilities, including hydrants; (c) a lighting plan; (d) a sign plan; and, (e) subdivision plan(s), if applicable. The Planning Board may solicit public comment on the Concept Plan. Any comments of the Planning Board on the Concept Plan shall be advisory in nature only and shall be without binding effect on either the Planning Board or the Applicant.

To attain the goals of the TCOD, collaborative development proposals involving more than one property owner are encouraged where appropriate. In such cases, it is recommended that a Combined Concept Plan be submitted to the Planning Board with the initial project application, detailing the specific elements of the proposed project, outlining the impacts of the overall project, and identifying responsibilities of each property owner. The Combined Concept Plan should describe: the uses proposed, the layout and size of the project, potential impacts to the environment, access and transportation impacts, water and sewer needs, and economic impacts. The Planning Board encourages creative and collaborative efforts promoting the Purpose and the Design Guidelines of TCOD, such as, but not limited to: shared and off-site parking, pedestrian walkways, lighting and other such amenities.

8608. Dimensional Requirements.

Buildings within the TCOD shall conform to the following requirements:

Minimum Lot Area	10,000 square feet
Minimum Frontage	50 feet
Minimum Front Yard Setback	10 feet

Minimum Side Yard Setbacks	Combined- 10 feet
Minimum Side Yard Setback when abutting a residential district	50 feet
Minimum Rear Setback	15 feet
Minimum Rear Setback when abutting a residential district	50 feet
Maximum Building Height	3 stories or 45 feet

8609. Special Provisions. The following special provisions apply to all development within the TCOD:

1. The Planning Board may modify all dimensional requirements outlined in Section 8608 and all square foot limitations as set forth in 8604.3, except Maximum Building Height of 3 stories or 45 feet, if, in its opinion, such modifications will result in improved design that is in keeping with Section 8601 above.
2. Frontage and Access – The Planning Board may, as part of the special permit, reduce lot frontage for a development that provides consolidated or shared access to site access as defined in paragraph 3 below, for two or more adjoining parcels, subject to a legally enforceable agreement or restriction in a form acceptable to Town Counsel and approved by the Planning Board.
3. Site access is preferred to be provided via Main Street, East Street or Pleasant Street in a fashion that is acceptable to the Planning Board and by means that are not primarily residential in nature. Site access by only; Dewey Street, Summer Street, Town Hall Avenue, Cross Street, Robinson Avenue, Kelley Terrace, and Lee Streets may be allowed by the Planning Board if it finds that said access does not unreasonably impact residential neighborhoods with consideration given for properly mitigated noise, traffic, visual and environmental impacts attributable to the project.

8610. Parking Requirements. The parking requirement for any use in the TCOD shall be the same as in the underlying zoning classification. The Planning Board may reduce the required number of parking spaces in the TCOD based on the following considerations:

- a. The availability of shared parking on another property. The Board may require a shared parking agreement to be submitted as part of the application for development.
- b. The availability of public transportation.

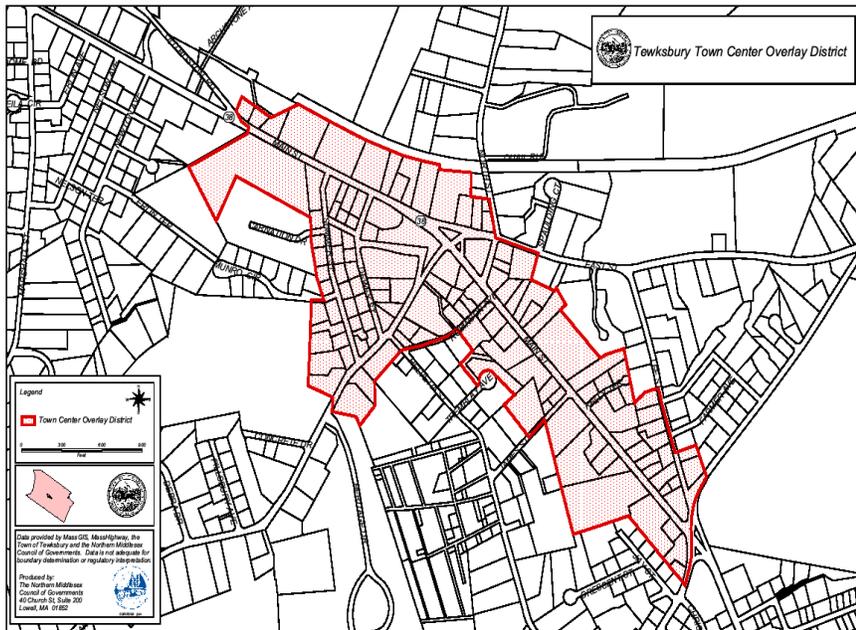
8611. Criteria for Granting TCOD Special Permit. In addition to the Criteria and considerations for actions by the Planning Board in Sections 9300 and 9400 of the Zoning Bylaw, the Planning Board shall determine that the site proposal and density of uses on the proposal shall promote the Purposes of this TCOD bylaw and shall take into consideration the following:

- a. Social, economic or community needs which are served by the proposal;
- b. Traffic flow and safety, including parking and loading;
- c. Adequacy of utilities and other public services;
- d. Neighborhood character and social structures;
- e. Impacts on the natural environment; and
- f. Potential fiscal impact, including impact on town services, tax base, and employment.
- g. Protects adjoining premises by minimizing adverse effects on the natural environment;
- h. Provides for convenient and safe vehicular and pedestrian movement and that the locations of driveway openings are convenient and safe in relation to vehicular and pedestrian traffic circulation, including emergency vehicles, on or adjoining the site;
- i. Provides an adequate arrangement of parking and loading spaces in relation to the proposed uses of the premises;
- j. Provides adequate methods of disposal of refuse or other wastes resulting from the uses permitted on the site;
- k. Complies with all applicable requirements of this By-Law.

8612. Special Permit Conditions - The Planning Board may impose such conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the Town including, but not limited to:

- a. Dimensional requirements greater than the minimum required by this By-Law;
- b. Screening of parking areas or other parts of the premises from adjoining premises or from the street by specified walls, fences, plantings or other devices;
- c. Modification of the exterior features or appearances of the structure(s);
- d. Limitation of size, number of occupants, method and time of operation and extent of facilities;
- e. Regulation of number, design and location of access drives, drive-up windows and other traffic features;
- f. Requirement of off-street parking and other special features;
- g. Requirement for performance bonds or other security; and

- h. Installation and certification of mechanical or other devices to limit present or potential hazard to human health, safety, welfare or the environment resulting from smoke, odor, particulate matter, toxic matter, fire or explosive hazard, glare, noise, vibration or any other objectionable impact generated by any given use of land.



Planning Board

Motion: Finance Committee deferred to the Planning Board

Planning Board moved to Adopt

Vote: Article 1 was Adopted – Yes 35 / No 0 (2/3 required - unanimous)

5/5/09 7:19 PM

Executive Summary: The adoption of this article will implement a new zoning overlay district promoting a traditional village center in the area surrounding Town Center, while underlying zoning rights remain intact, as outlined in the Town of Tewksbury Master Plan endorsed at the 2004 Annual Town Meeting. The overlay district bylaw and design guidelines emphasize the highest quality of architectural and site design in development, increase the economic incentive for new investment and redevelopment by providing mixed-use opportunities, encourage the development of a pedestrian-oriented Town Center and preserve the historic value and character of the area. Design guidelines and accompanying overlay map are available at the Town Clerk’s Office and Department of Community Development.

ARTICLE 2

To see if the Town will vote to amend the Tewksbury Zoning Bylaw by deleting Section 7300 Cluster Development.

Planning Board

Motion: Finance Committee deferred to the Planning Board

Planning Board withdrew Article 2

Vote: Article 2 was Withdrawn

5/5/09 7:20 PM

Executive Summary: Town Meeting approved the Open Space Residential Design (OSRD) Permit, Section 7500 in 2004. An OSRD achieves more land use objectives than a cluster subdivision, such as but not limited to permanent preservation of open space, consumes less open land and conforms to existing topography and natural features, advances the goals of the Master Plan, promotes efficient and economical street and utility layout; lessens storm run-off; provides for affordable housing requirement of 10% to meet the Town’s MGL Chapter 40B Comprehensive Permit requirements.

ARTICLE 3

To see if the Town will vote to amend Section 6326 of the Tewksbury Zoning Bylaw by adding an additional clause to Section 6326:

6326. Upon approval by the Board, a project within the Office Research District may include accessory restaurant uses. The total amount of gross building floor area used for accessory restaurant uses shall not exceed five percent (5%) of the total gross floor area of the entire project, and shall contain a maximum of 100 seats. This requirement may be varied based upon a special permit finding of the Planning Board.

ADD:

In addition, upon approval by the Board, a free standing Restaurant may be allowed by Special Permit in the OR. The Special Permit may be granted if the board determines that the Restaurant use is necessary in meeting the needs of existing occupants within the Office Research District immediately adjacent thereto. Fast Food and Drive-thru facilities shall not be allowed.

Planning Board

Motion: Finance Committee deferred to the Planning Board

Planning Board recommended adoption

Vote: Article 3 was Adopted – Yes 35 / No 0 (2/3 required - unanimous)

5/5/09 7:20 PM

Executive Summary: This would keep the existing language, which is intended for an accessory restaurant in the Office Research District as part of a development, while adding the ability for a free standing restaurant to service a greater area immediately adjacent to the proposed use.

ARTICLE 4

To see if the Town will vote to amend Tewksbury Zoning Bylaw Appendix A- Table of Use Regulations Section C. 18 by changing the ACC in Office Research District (OR) to PB.

Planning Board

Motion: Finance Committee deferred to the Planning Board

Planning Board recommended adoption

Vote: Article 4 was Adopted – Yes 40 / No 0 (2/3 required - unanimous)

5/5/09 7:23 PM

Executive Summary: This change of the use table would be consistent with the proposed change of Section 6326 allowing a freestanding restaurant to service a greater area immediately adjacent to the proposed use in the Office Research District through a special permit issued by the Planning Board.

ARTICLE 5

To see if the Town will vote to amend Section 4120 of the Zoning By-Law by adding the following: Lots zoned R-40 that 1) exceeds 1.9 acres, but are less than 2 acres, and 2) front a road with an average lot size of a minimum of 24,000 square feet (excluding the lot itself as well as any lot in excess of 2 acres) from one intersecting road to the next intersecting road may be divided through the issuance of a special permit from the Planning Board. The Planning Board would have to find that the action achieves a stated public purpose, is not detrimental to the existing neighborhood, and is in keeping with the character of the neighborhood. The Planning Board through this special permit authority may allow for a reduction in the minimum frontage requirement of no more than 25% of one of the lots so long as the other lot's frontage conforms to the By-Law.

Jeff Preston and Others

Motion: Finance Committee deferred to the Planning Board

Planning Board recommended proponent withdraw, if not then indefinite postponement

Jeff Preston motion to adopt Article 5

Michael Tressler amended Article 5

Joe Gill moved to indefinitely postpone

Planning Board Chairman, David Plunkett moved the question

Vote: Amendment of Article 5 carried
Article 5 was Indefinite Postponed

5/5/09 7:33 PM
5/5/09 7:40 PM

AMENDMENT - Insert the words “into two lots” after the words “intersecting road may be divided”

Executive Summary: At present, there is no flexibility that allows non-conforming lot changes that are in the best interest of a neighborhood. The proposed amendment to the Zoning By-Law will provide a responsible solution to this issue. This amendment allows a non-conforming lot to be created if it fits within specific percentages of the existing By-Law and if it fits with the current character of the neighborhood as determined by the special permit process. Specifically, this will allow the Bay State Baptist Church to split the lot at 36 Pine Street, and not build the proposed church.

ARTICLE 6

To see if the Town will vote to amend the Town By-Law, Chapter 18, Conservation Commission Wetland Protection Bylaw Sections 18.04.010 through Section 18.04.220 as described below with additions appearing as underlined text and deletions identified in brackets unless otherwise noted:

1. Amend the index as follows:

- a. add a new Section 18.04.045 Performance Standards
- b. delete Section [18.04.200 Availability of regulations]
- c. renumber accordingly;

2. Amend the 2nd paragraph of Section 18.04.010 Purpose by adding the underlined text as follows:

The purpose of this Bylaw is to control activities deemed by the Tewksbury Conservation Commission to have a significant or cumulative effect upon wetland values, including but not limited to, the following: public and private water supplies, groundwater quantity, quality and supply, surface water quantity and quality, flood control, erosion and sedimentation control, prevention of storm damage, prevention and control of pollution, wildlife habitat, rare species habitat including rare plant and animal species, fisheries, agriculture and aquaculture and recreation values deemed important to the community.

3. Amend as follows: Section 18.04.020 Definitions-

a. Amend existing Definitions:

- i) Alter-
 - a) (6) Driving piles, erecting or repairing buildings (residential or commercial) or structures, as defined in the regulations implementing the bylaw, of any kind;
 - b) (14) Incremental activities which have, or may have, a cumulative adverse impact on the resource areas protected by this bylaw.
- ii) “Buffer zone” means land within 100 feet in a parallel [horizontal straight] line of any of the established wetland resource areas, including potential and certified vernal pools.
- iii) “Bordering Vegetated Wetlands” are freshwater wetlands which border on creeks, streams, rivers, ponds and lakes in areas where the topography is low and flat. Bordering vegetated wetlands are areas where the soils are annually saturated and / or inundated such that they support a predominance (50% or greater) of wetland indicator plants. Types of vegetated wetlands include wet meadows, marshes, swamps and bogs. Wetlands and their boundaries shall be identified in the manner designated in the Massachusetts DEP Handbook “Delineating Bordering Vegetated Wetlands under Massachusetts Wetlands Protection Act,” March 1995, and future amendments, other DEP guidance documents generally accepted by Conservation Commissions for purposes of bordering vegetated wetland. [“Vegetated wetlands” means areas where the topography is low and flat and where the soils are annually saturated. The boundary of vegetated wetlands is the line within which the vegetational community is substantially characterized by species identified in the Wetlands Protection Act or this Bylaw, or, when vegetation appears to have been altered, within which hydric soils are present. The types of vegetated wetlands are wet meadows, marshes, swamps and bogs. The Commission may find, based on substantial evidence in a particular case, the additional species are characteristic of wetlands.]
- iv) “Vernal pools” means a confined depression which provides habitat for vernal pool species, whether or not certified by the Massachusetts Natural Heritage program. Vernal pool species are those vertebrate and invertebrate species listed in the January 1991 edition of Massachusetts Audubon Society’s “A Citizen’s Step-by-Step guide to Protecting Vernal Pools”. In addition to the scientific definitions found in the Regulations, any confined basin or depression not occurring in existing lawns or driveways that, at least in most years, holds water for a minimum of two continuous months during the spring and/or summer, contain at least 200 cubic feet of water at

some time during most years, is free of adult predatory fish populations, and provides essential breeding and rearing habitat functions for amphibian, reptile or other vernal pool community species, regardless of whether the site has been certified by the Massachusetts Division of Fisheries and Wildlife, and regardless of whether the site is contained within another resource area shall be defined as a vernal pool. The adjacent upland buffer zone resource area for vernal pools shall extend 200 feet outward from the mean annual high-water line defining the depression.

b. Add new definitions:

- i) “Abutter” means the owner of any property any portion of which lies within 300 feet radially from any lot line of the subject property including owners of land directly opposite on any public or private street or way including any in another municipality or across a body of water. In the case of property that has frontage on a pond, abutters shall include all those properties with frontage on the pond or pond association if in existence.
- ii) “Administrative Orders” shall include but not limited to enforcement orders, violation notices, orders of conditions, orders of resource delineation and Certificates of Emergency.
- iii) “Bank” means the land area which normally abuts and confines a body of water; the lower boundary being the mean annual low flow level, and the upper boundary being the first observable break in the slope or the mean annual flood level, whichever is higher.
- iv) “Bogs” are areas where standing or slowly running water is near or at the surface during a normal growing season and where a vegetational community has a significant portion of the ground or water surface covered with sphagnum moss (Sphagnum), and where the vegetational community is made up of a significant portion of one or more of, but not limited to nor necessarily including all, of the following plants or groups of plants: aster (Aster nemoralis), azaleas (Rhododendron condensense and R. viscosus), black spruce (Picea Mariana) bog cotton (Eriophorum), cranberry (Vaccinium macrocarpon) high bush berry (Vaccinium corymbosum), larch (Larix laricina) laurels (Kalmia angustifolia and K. polifolia), leatherleaf (Chamaedaphne calyculata), orchids (Arethusa, Calopogon, Pogonia), pitcher plants (Sarracenia purpurea), sedges (Cyperaceae), sundews (Droseraceae), sweet gale (myrica gale) white cedar (Chamaecyparis thyoides).
- v) “Buffer Zone” means a band of land, contiguous or intermittent, with a defined dimension, subject to restriction, located in land within 100 feet of Wetland Resource Areas (200 feet in the case of rivers, and perennial streams and potentially identified or certified vernal pools). (Also known as Buffer Zone Resource Areas)
- vi) “Bordering land subject to flooding” is an area with low, flat topography adjacent to and inundated by flood waters rising from creeks, streams, rivers, ponds (natural or created) or lakes. The boundary of bordering land subject to flooding is the one-hundred –year floodplain. It extends from the outer edge of a bank or bordering vegetated wetland.
- vii) “Department” is the Department of Environmental Protection (DEP).
- viii) “Dredge” means to deepen, widen, or excavate, either temporarily or permanently.
- ix) “Freshwater wetlands” are wet meadows, marshes, swamps and bogs.
- x) “Isolated land subject to flooding” is any isolated depression without an inlet or outlet which at least once a year confines standing water to a volume of at least ¼ acre-foot of water with an average depth of at least six inches. The boundary is the perimeter of the largest observed or recorded volume of water confined in the basin.
- xi) “Lake (great pond)” means any open body of fresh water with a surface area of 10 acres or more.
- xii) “Large Isolated Wetlands” means isolated wetlands 5,000 square feet or larger.
- xiii) “Limited Project” means construction of access drives or roadways across freshwater wetlands when no alternative access exists. Construction, reconstruction, operation, and maintenance of public utilities, including electrical distribution or transmission lines, sewers, water lines, natural gas pipelines, and telecommunication lines. Maintenance and improvement of existing public roadways including maintaining and improving drainage building (residential/ commercial)s, adding shoulders, correcting substandard intersections, and widening (provided that less than a single lane is widened and as found in the Massachusetts Wetlands Protection Regulations.)
- xiv) “Marshes” are areas where a plant community exists in standing or running water during the growing season and where a significant part of the vegetational community is composed of, but not limited to nor necessarily including all, of the following plants or groups of plants: arums (Araceae), bladder worts (Utricularia), burr reeds (Sparganiaceae), button bush (Cephalanthus occidentalis), cattails (Typha), duck weeds (Lemnaceae), eelgrass (Vallisneria), frog bits (Hydrocharitaceae), horsetails (Equisetaceae), hydrophilic grasses (Gramineae), leatherleaf (Chamaedaphne calyculata) pickerel weeds (Pontederiaceae), pipeworts (Eriocaulon), pond weeds (Potamogeton), rushes (Juncaceae), sedges (Cyperaceae), smartweeds (Polygonum), sweet gale

- (Myrica gale), water milfoil (Haloragaceae), water lilies (Nymphaeaceae), water starworts (Callitrichaceae), water willow (Decodon verticillatus).
- xv) “No Build Zone” means that portion of the Buffer Zone up gradient of the No Disturb Zone and extending to a line fifty feet (50’) from the edge of those Wetland Resources, contiguous or intermittent, with a defined dimension, subject to restriction, defined in this bylaw.
- xvi) “No Disturb Zone” means that portion of the Buffer Zone which extends twenty-five feet (25’) from the edge of those Wetland Resources, contiguous or intermittent, with a defined dimension, subject to restriction, defined in this bylaw.
- xvii) “Permit Application” means any application for a permit or other action under the Massachusetts Wetlands Protection Act, MGL Ch. 131, Sec. 40, or the Town of Tewksbury Wetland Protection Bylaw. Examples include, but are not limited to, Notices of Intent, Abbreviated Notices of Resource Area Delineation, Requests for Determination of Applicability, Requests for a Determination of Negligible Impact, Requests for an Extension to an Order of Conditions, Requests for an Amended Order of Conditions, Requests for a Certificate of Compliance, and Requests for an amended Order of Resource Area Delineation.
- xviii) “Ponds”:
- a. Shall include any substantially open body of fresh water with a surface area observed or recorded, within ten years prior to the date of application, of at least 5,000 square feet. Ponds may be either naturally occurring or man-made by impoundment, excavation, or otherwise. Ponds shall contain standing water except for periods of extended drought. For the purposes of this definition, extended drought shall be defined at 310 CMR 10.58.2 as it may be amended.
- b. Notwithstanding the above, the following man-made bodies of open water shall not be considered ponds: swimming pools or other impervious man-made basins.
- xix) “Rare Species” means, without limitations, all vertebrate and invertebrate animals and all plant species listed as endangered, threatened, or of special concern by the Massachusetts Division of Fisheries and Wildlife, regardless whether the site in which they occur has been previously identified by the Division.
- xx) “Resource Areas (natural or created)” include any freshwater wetlands, marshes, wet meadows, bogs, swamps, lakes, ponds (natural or created), rivers, streams, banks, vernal pools, large isolated wetlands, land under water in each resource area, riverfront area, land subject to flooding or inundation by groundwater or surface waters, and buffer zones as defined in the Bylaw.
- xxi) “Resource Area Values” include but are not limited to the following: public or private water supply, groundwater, flood control, erosion, and sedimentation control, storm damage prevention, water quality, water pollution control, fisheries, wildlife habitat, rare species habitat including rare plant species, agriculture, riverfront area values and recreation values deemed important to the community.
- xxii) “River” shall be defined by 310 CMR 10.58.2 and as amended.
- xxiii) “Riverfront” shall be defined by 310 CMR 10.58.2 and as amended.
- xxiv) “Stream” shall be defined by 310 CMR 10.58.2 and as amended.
- xxv) “Swamps” are areas where ground water is at or near the surface of the ground for a significant part of the growing season or where runoff water from surface drainage frequently collects above the soil surface, and where a significant part of the vegetational community is made up of, but not limited to nor necessarily include all of the following plants or groups of plants: alders (Alnus), ashes (Fraxinus), azaleas (Rhododendron canadense and R. viscosum), black alder (Ilex verticillata), black spruce (Picea mariana), buttonbush (Cephalanthus occidentalis), American or white elm (Ulmus Americana), white Hellebore (Veratrum viride), hemlock (Tsuga Canadensis), highbush blueberry (Vaccinium corymbosum), larch (Larix laricina), cowslip (Caltha palustris), poison sumac (Toxicodendron vernix), red maple (acer rubrum), skunk cabbage (Symplocarpus foetidus), sphagnum mosses (Sphagnum), spice bush (Lindera benzoin), black gum tupelo (Nyssa sylvatica), sweet pepperbush (Clethra alnifolia), white cedar (Chamaecyparis thyoides), willow (Salicaceae), common reed (Phragmites communis), and jewelweed (Impatiens capensis).
- xxvi) “Wetland Resource Area” is any resource area other than the buffer zone and riverfront area.
- xxvii) “Wet Meadows” are areas where ground water is at the surface for the significant part of the growing season and near the surface throughout the year and where a significant part of the vegetational community is composed of various grasses, sedges, and rushes, made up of, but not limited to nor necessarily including all of the following plants or groups of plants: blue flag (Iris), vervain (Verbena), thoroughwort (Eupatorium), dock (Rumex), false loosestrife (Ludwigia), hydrophilic grasses (Gramineae), loosestrife (Lythrum), marsh fern (Dryopteris thelypteris), rushes

(Juncaceae), sedges (Cyperaceae), sensitive fern (Onoclea sensibilis), and smartweed (Polygonum).

- c. **Delete the following definitions:** [Anaerobic, Aqualfs, Aquepts, Aquic moisture regime, Aquods, Blanket bog, capillary fringe, Catena, Climatic moor, Concretion, Evapotranspiration, Fibrists, Flooding duration, flooding frequency, Fluvents, Gleization, Growing Season, Hardpan, Hemist, horizon, hydric soil, hydrophytic vegetation, hydro-sequence, Matrix, Microbial, Morphological features, Mottled zone, Permeability, Phase, soil, Podzolization, Poned, Poorly drained, Profile, Reduction, Saturated, Saprists, Soil series, Solum, Somewhat poorly drained, Suborder, Translocation, Vegetated wetlands, Very poorly drained, Water Table.]
4. **Amend as follows: Section 18.04.30 Jurisdiction-**
- a. Except as permitted by the Commission or as provided in this Bylaw, no person shall alter, dredge, fill, and remove the following local resource areas:
- b. **Delete** [(1) Within 100 feet of any vegetated wet meadow, marsh, swamp or bog:] and replace with: (1) Within 200 feet of any river, perennial stream or vernal pool;
- c. **Delete** [(2) Within 100 feet of any river, brook stream (intermittent or otherwise), pond or lake] and **replace with:** (2) Within 100 feet of any bordering vegetated wetlands, freshwater wetland, wet meadow, marsh, swamp or bog;
- d. **Add** (3) Within 100 feet of any brook, stream (intermittent or spring), pond (natural or created) or lake;
- e. For Section (6) split the subsection a) so that it reads:
- a. The buffer zone does not play a role in the protection of any of the wetland values of the Bylaw or;
- b. The activity shall occur in such a manner that any potential adverse environmental impacts on any of the wetland values are avoided.
- f. **Create a new Section 7 to read as follows with new text underlined:**
For the No Disturb Zone which extends twenty-five feet (25') from the edge of the Wetland Resources Area, the Commission shall require the applicant to maintain a minimum continuous 25-foot wide No Disturb Zone of undisturbed, natural vegetation between the proposed activity and the resource area(s). The Commission shall also require a fifty feet (50') No Build Zone from the edge of the Wetland Resource Area, whereby the applicant is required to maintain any proposed building (residential or commercial) or structure, as defined in the regulations implementing the bylaw, at least 50 feet from the resource area(s). When partial encroachment into the No Build Zone setback is unavoidable, the applicant may mitigate this encroachment by increasing the size of the buffer strip area by an amount equal to or greater than the area of the encroachment, using the following guidelines.
- g. **Replace** references to buffer strip and "buffer strip" throughout the rest of the Section until Section 18.04.40 with No Disturb Zone and No Build Zone.
- h. **Delete:** [For lots zoned General Residential (RG), the Commission may reduce or waive the requirement of the "buffer strip" setback for structures, after making every effort to preserve it.]
- i. **Delete:** [The 25-foot buffer strip and 25-foot "buffer strip" setback shall not be required for the maintenance, repair, or replacement (without substantial enlargement unless required by law) of any existing and lawfully located structure, septic system, water line, utility line, or similar facility in those areas. In these cases, the Commission shall require the applicant to maintain a 10-foot wide buffer strip of undisturbed, natural vegetation between the proposed activity and the resource area(s). Whether a 10 foot or 25 foot buffer strip is required, the Commission shall not permit encroachment into the buffer strip other than as described in the above paragraph. The Commission is not to consider what is expedient for the applicant in its enforcement of the buffer strip provision of this by-law.]
- j. **Create a new Section (8) to read as follows:**
(8) Where an activity is proposed within a vernal pool, the Commission shall presume that the activity has a high likelihood of altering the habitat for the vernal pool species unless the proponent proves by a preponderance of the credible evidence that either;
- a. The vernal pool shall not have been used by vernal pool species as habitat;
- b. The activity shall occur in such a manner that any potential adverse environmental impacts on any of the wetland values are avoided.
5. **Amend as follows: Section 18.04.40 Exceptions-**
- a. **Renumber Subsection (1) and add as follows:**
(1) General Exceptions
- a) The permit and application required by this Bylaw shall not be required for:
- i) Maintaining, repairing or replacing but not substantially changing or enlarging, an existing and lawfully located building (residential/ commercial) or facility used in the service of the public to provide electric, gas, water, telephone or other telecommunication services;

- ii) Work performed for normal maintenance or improvement of land in agricultural use or in aquacultural use;
- iii) Mosquito control projects when performed by the Town or the Commonwealth or political subdivision thereof, or
- iv) Maintenance by the Town of its drainage system.

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

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

- i) Unpaved pedestrian walkways for private use;
- ii) Fencing that does not create a barrier to wildlife movement
- iii) Stone walls without mortared foundations;
- iv) Stacks of cordwood;
- v) Vista pruning—the selective thinning of tree branches or understory shrubs to create a window to improve visibility—as long as it occurs more than 50 feet from the mean annual high-water line within a riverfront area or from a bordering vegetated wetland, whichever is farther. (This activity does not include the cutting of trees with reduces the leaf canopy to less than 90 percent of the existing crown cover or the mowing or removal of understory brush.)
- vi) Planting of native trees, shrubs, or groundcover, but not turf lawns;
- vii) Conversion of lawns to decks, sheds, patios, and pools that are accessory to single family homes, as long as:
 - a. House existed prior to August 7, 1996;
 - b. Activity located more than 50 feet from the mean annual high-water of the riverfront area or bordering vegetated wetland (whichever is farther, and
 - c. Sedimentation and erosion controls used during construction
- viii) Conversion of patios, pools, sheds, or other impervious surfaces to lawn or natural vegetation
- ix) Activities, such as monitoring wells, exploratory borings, soil sampling, and surveying, that are temporary, have negligible impacts, and are necessary for planning and design purposes.

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

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

- i) Unpaved pedestrian walkways for private use;
- ii) Fencing that does not create a barrier to wildlife movement
- iii) Stone walls without mortared foundations;
- iv) Stacks of cordwood;
- v) Vista pruning—the selective thinning of tree branches or understory shrubs to create a window to improve visibility—as long as it occurs more than 50 feet from the mean annual high-water line within a riverfront area or from a bordering vegetated wetland, whichever is farther. (This activity does not include the cutting of trees with reduces the leaf canopy to less than 90 percent of the existing crown cover or the mowing or removal of understory brush.)
- vi) Planting of native trees, shrubs, or groundcover, but not turf lawns;
- vii) Conversion of lawns to decks, sheds, patios, and pools that are accessory to single family homes, as long as:
 - a. House existed prior to May 1, 2002;
 - b. Activity located more than 25 feet from the Wetland Resource Area or bordering vegetated wetland (whichever is farther, and
 - c. Sedimentation and erosion controls used during construction
- viii) Conversion of patios, pools, sheds, or other impervious surfaces to lawn or natural vegetation
- ix) Activities, such as monitoring wells, exploratory borings, soil sampling, and surveying, that are temporary, have negligible impacts, and are necessary for planning and design purposes.

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

b. For Subsection (3) Public Good

- i) Where a project is necessary for the protection of the health or safety of the public as determined by the Police Chief, Fire Chief, Superintendent of Public Works or Board of Health, or a project substantially changes, enlarges or creates a building, facility or structure as defined in the regulations [a structure or facility]
- ii) **Replace** buffer strip and “buffer strip” with No Disturb Zone and No Build Zone.

c. Create a new Subsection to read: (4) Waiver

- a) Where the strict application of this Bylaw, or the rules and regulations adopted by the Tewksbury Conservation Commission, owing to the shape or topography of the applicant’s property, would impose severe economic hardship, as defined either in statute or case law, on the applicant, taking into account an investment based expectation, or when a waiver would serve a substantial public benefit, the Commission may at its sole discretion grant a waiver from the dimensional requirements of the No Disturb Zone, No Build Zone and allow impacts on the wetland areas protected by this Bylaw. Impact to the wetlands areas shall be minimized to the furthest possible and practicable extent and any appropriate replication or mitigation will be confined to the property itself. This exception shall not apply to property where the applicant, owner, or predecessors in title to the property, created the hardship or rendered the property unusable by their own actions.
- b) The Commission may grant a partial waiver from these bylaws for alteration of a wetland resource area in situations where there are no feasible alternatives that provide fewer impacts to the resource area values. The applicant is responsible for conducting an alternatives analysis to show that there are no feasible alternatives. The Commission may, after considering the alternatives analysis, allow the alteration or temporary surface disturbance of up to a cumulative total no greater than 5,000 square feet of wetland resource area.
- c) Presumption of Significance: Where a proposed activity involves the removing, filling, dredging, or altering of a Buffer Zone, the Commission shall presume that protection of the Buffer Zone as a resource area as identified in this Bylaw is significant to the interests specified Section 18.04.010 of this bylaw. This presumption may be overcome upon a showing of clear and convincing evidence demonstrating that the Buffer Zone does not play a role in the protection of said interests. In the event that the Commission determines that the presumption has been overcome, it shall make a written determination of its findings.

d. Create a new subsection to read: (5) Additional Waiver Standards

- a) Roadways- The Commission may grant a waiver from these regulations for the construction and maintenance of a new roadway or driveway of minimum legal and practical width consistent with the Planning Board dimensional requirements to provide a single means of access from an existing public or private way to an upland area of the same owner, where no such means of access would otherwise be available or would have been available across other land formerly held in common ownership with such upland area. The applicant is still bound by the maximum alteration limit of 5,000 square feet as described in section 18.04.40 (4) b) above. Replication of altered wetland resource areas shall be required by the Commission to minimize adverse impacts and to protect the interests defined in the By-law.
- b) Prohibited Wetland Alterations- Wetland alterations intended to make lands buildable, as by fulfilling septic system setback requirements, flood elevation requirements, or other minimum construction setback requirements, or to achieve minimum lot area requirements, are prohibited. Wetland alterations required to access upland parcels will not be allowed if that landowner, or a preceding owner, landlocked the parcel by selling upland access. The Commission may require the filing of a request for a waiver of certain Planning Board requirements in order to minimize wetland impacts.
- c) Wildlife Habitat Evaluation- Where alterations exceed the maximum allowable thresholds described in the State Regulations 310 CMR 10.00 for bank, land under a water body, bordering land subject to flooding or riverfront area, or where the alteration of a habitat of rare species is involved, or where vernal pool or vernal pool habitat would be altered, a wildlife habitat evaluation shall be performed in accordance with 310 CMR 10.60. The Commission may also require a wildlife habitat evaluation to be conducted when the applicant proposes alterations to any wetland resource area that the Commission determines to be of exceptional value to the wildlife habitat interests of the By-law.
- d) Upland Habitat- Upland habitat shall, to the fullest extent possible, not be used to locate wetland replication areas.

6. Create a new Section to read as follows: 18.04.45 Performance Standards-

- 1) The following standards apply to the Buffer Zone of all the resource areas identified in this bylaw:

- a) 25-Foot No-Disturb Zone: Except as otherwise provided in this bylaw, no activity is permitted within 25 feet of the delineated edge of the above-mentioned wetland resource areas. Prohibited activities include, but are not limited to, grading, landscaping, vegetation clearing, cutting, filling excavating, road construction, and driveway construction. This standard has been adopted because the alteration of land immediately adjacent to a wetland is likely to result in the alteration of the wetland itself. Alterations typically result from extension of lawns, depositing/ dumping of yard waste, over grading, siltation, deposition of construction debris, unregulated filling, and clearing of vegetation, all of which is prohibited.
 - b) No-Disturb Zone Demarcation: To maintain the perpetual integrity of the No-Disturb Zone and to ensure that there will be no encroachments into this Zone by the applicant or future owners of the subject property, the Commission may require the No-Disturb Zone to be marked on the ground, at the applicant's expense, with permanent markers. These markers shall be made of weather resistant material (i.e. granite, or concrete), and the Commission shall determine their number, size and location. The Commission may require one or more of these markers to bear, on their upland side, writing (i.e. permanent plaque or engraving) that shall read "No Disturbance beyond This Point by Order of the Tewksbury Conservation Commission."
7. **Amend as follows: 18.04.90 Permits, determinations – Conditions**
 A permit shall expire three (3) [two (2)] years from the date of issuance. Notwithstanding the above, the Commission, in its discretion, may issue an annual extension not to exceed six (6) years from the original date of issuance; [a permit expiring five (5) years from the date of issuance for recurring or continuous maintenance work; provided, that the annual notification of the time and location of such work is given to the Commission. The Commission, in its discretion, may renew any permit for an additional one-year period;] provided that it receives a written request for a renewal at least thirty (30) days prior to the permit's expiration and provided that all work to that date has been done within the scope of the permit.
8. **Amend as follows: Section 18.04.140 Enforcement**
- a) The Commission shall have the authority to enforce this Bylaw, the regulations promulgated hereunder [thereunder], and the permits issued hereunder [thereunder] by issuing violation notices or administrative orders, and by bringing civil and criminal court actions, including those seeking the imposition of municipal liens.
 - b) For good cause, the Commission may issue a cease and desist order or an enforcement order with or without prior notification to the property owner or applicant. The Conservation Administrator, upon informing the Commission Chair [a single Commissioner member], may generate either or both of these actions which shall remain in effect until the next regularly scheduled meeting of the Commission. The Commission shall give the property owner or applicant notice of the meeting at least forty-eight (48) hours before convening it. At the meeting the Commission shall vote whether or not to continue the action.
9. **Amend as follows: 18.04.170 Relation to the wetlands protection act**
 This Bylaw is adopted under the Home Rule statutes, independent of the Wetlands Protection Act and regulation promulgated hereunder [thereunder].
10. **Amend as follows: 18.04.180 Performance guarantee**
 At the end of Subsection (1) add the following sentence; Such bond or surety shall remain in effect during an active order of conditions and any extensions granted by the Commission.
11. **Delete: Section 18.04.200 Availability of regulations**
 [Copies of the Town of Tewksbury Wetlands Protection Bylaw of 1991 shall be made available for purchase from the Tewksbury Conservation Commission, 999 Whipple Road, Tewksbury, Massachusetts 01876, for the price of \$3.00 in the form of check payable to the Town of Tewksbury Conservation Commission.]
12. **Amend as follows: 18.04.210 Penalties**
 Any person who violates any provision of this Bylaw, the regulations promulgated hereunder [thereunder], or the permits issued hereunder [thereunder] shall be punished by a fine as specified in the Commission's regulations which shall not exceed \$300 for each offense. Each day the violation continues shall constitute a separate offense and each provision of the Bylaw, regulations or permit violated shall constitute a separate offense. Each day the violation alters a local resource area shall constitute a separate offense.
13. **Amend throughout bylaw:** Any reference to "request for determination" change to "Request for Determination".

Conservation Commission

Motion: Finance Committee deferred to Conservation

Conservation recommended Adoption

Vote: Article 6 was Adopted

5/5/09 7:45 PM

Executive Summary: This article removes definitions that are not relevant to the bylaw, while adding relevant definitions. The amendment clarifies the no disturb and no build zones, increases protection of vernal pools, adds exempt maintenance activities for property owners in compliance with State Wetland Regulations, creates a waiver process and performance standards including a No-Disturb Zone Demarcation requirement.

ARTICLE 7

To see if the Town will vote to delete in its entirety, Chapter 18.06 Wet Area and Watershed Conservancy District from the Town's General Bylaws.

Conservation Commission

Motion: Finance Committee deferred to Conservation

Conservation recommended Adoption

Vote: Article 7 was Adopted

5/5/09 7:47 PM

Executive Summary: Since passage of this general bylaw, the Town has enacted a zoning bylaw that includes a groundwater protection district and a floodplain overlay district. In addition, the Town recently passed a Stormwater Management & Erosion Control general bylaw. The Town has adequate protection under the existing zoning bylaws, wetland protection bylaw, stormwater management & erosion bylaw, and the State's Wetland Protection Act, and Riverfront Protection Act.

ARTICLE 8

To see if the Town will vote to appropriate \$142,500 from the Community Preservation Fund's Historic Preservation Reserve Account for the project's next phase, the development of design plans for the preservation and rehabilitation of Town Hall, as proposed by the Town Hall Building Committee and recommended for adoption by the Community Preservation Committee and to be expended by the Town Manager and Town Hall Building Committee in accordance with Community Preservation Committee Policy.

Community Preservation Committee

Motion: Finance Committee motioned to adopt, and appropriate \$142,500 from CPA for the purpose of the article

Community Preservation Chair, Nancy Reed moved to adopt

Michael Tressler moved for indefinite postponement, and later withdrew his motion

Vote: Article 8 was Adopted

5/5/09 7:47 PM

Executive Summary: This article would appropriate \$142,500 from existing funds in the Historic Preservation Reserve Account within the Community Preservation Fund for the next phase in the development of design plans for preserving and rehabilitating this historic property. Town Hall is the symbolic center of town government. It was originally constructed and dedicated as a "Memorial of civic pride and public spirit of the people of Tewksbury". It serves its residents both current and future, through the provision of services. The proposed project honors the historic significance of the structure, while looking forward to serving future residents. The condition of this facility is near the point of being uninhabitable and being condemned.

ARTICLE 9

To see if the Town will vote to appropriate \$159,280 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 and expended by the Local Housing Partnership with the Board of Selectmen's approval.

Community Preservation Committee

Motion: Finance Committee motioned to adopt, and appropriate \$159,280 from CPA Community Housing Fund

Community Preservation Chair, Nancy Reed moved to adopt

Vote: Article 9 was Adopted

5/5/09 7:49 PM

Executive Summary: This is the accumulated balance of the mandatory 10% set aside for community housing purposes, FY07-\$26,800, FY08-\$92,480, and FY09-40,000, totaling \$159,280. This request is to transfer the \$159,280 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 10

To see if the Town will vote to authorize the School Department to spend \$18,923.48 from the E-Rate Account for purposes of paying for School Department Technology Expenses.

School Committee

Motion: Finance Committee motioned to adopt, and appropriate \$142,500 from CPA for the purpose of the article

School Committee Chairman, Richard O'Neill moved to adopt

Vote: Article 10 was Adopted

5/5/09 7:50 PM

Executive Summary: The School Department is requesting that the Town authorize the expenditure of the \$18,923.48, which is in the E-Rate Account for the purposes of paying for School Department technology expenses. These funds were generated from the implementation of the Telecommunications Act of 1996 and are the direct result of discounts for technology services that were provided to the School Department. These discounts were generated in the form of checks and deposited by the Town of Tewksbury. The intent of the Act was to offset the cost to the School Department of affordable access to modern telecommunications and information services.

ARTICLE 11

To transfer all funds generated through the Municipal Medicaid Reimbursement Program for both administrative and direct service claims, to the school budget for use by the school department for operation of the schools, to provide direct financial support for special education programs and services, such fund transfer not to result in any decrease or offset of amounts already appropriated for the operation of the schools under Chapter 71, Section 34.

School Committee

Motion: Finance Committee recommended Indefinite Postponement

School Committee Chairman, Richard O'Neill motioned to Withdraw Article 11

Vote: Article 11 was Withdrawn

5/5/09 7:51 PM

Executive Summary: Article would transfer those funds received through the Municipal Medicaid Reimbursement Program, for both direct services and administrative service claims, to the School Department.

ARTICLE 12

To see if the Town will vote to amend the Town By-Laws by adding a section - 3.04.016 Interest on Late Payments - to authorize the Town to charge interest at the rate in effect for real estate tax bills under the provisions of Massachusetts General Laws Chapter 59 Section 57 for all late police and fire detail bills or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 12 was Adopted

5/5/09 7:51 PM

Executive Summary: Adoption of this article will allow the Town to charge interest on all police and fire detail bills that are outstanding after the payment due date. The interest rate would be the rate in effect for real estate tax bills (currently 14%). Payments are due within 30 days of billing. Interest revenue is estimated at \$5,000 to \$10,000 per year and will be credited to the general fund.

ARTICLE 13

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, 2009, to account for revenues and expenditures relating to preservation and safekeeping of historical records in the Town Clerk’s Office, to include but not limited to; software and scanning of records, restoration of our historic records tomes, acid free folders and storage boxes and upgrading filing systems to include fireproof cabinets. The account shall be credited with all amounts received over the base fee for all vital records (Birth, Marriage and Death Records) purchased in the Town Clerk’s Office. Expenditures of the fund shall be approved by the Town Clerk or his/her designee. Said fund shall not exceed \$10,000 in any given fiscal year; or take any other action relative thereto.

Town Clerk
Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 13 was Adopted 5/5/09 7:52 PM

Executive Summary: This article authorizes the Town to establish a self sufficient revolving fund to account for the revenues and expenditures relating to the preservation and safekeeping of historical records in the Town Clerk’s Office to include but not limited to; software and scanning of records, restoration of our historic records tomes, acid free folders and storage boxes and upgrading filing systems to include fireproof cabinets.

ARTICLE 14

To see if the Town will vote to charge a fee of \$15 for each written demand issued by the collector which is added to and collected as part of the tax, as authorized by Massachusetts General Laws Chapter 60 Section 15, effective as of July 1, 2009 or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 14 was Adopted 5/5/09 7:52 PM

Executive Summary: This article authorizes the Town to increase the demand fee from \$5 to \$15 effective July 1, 2009.

ARTICLE 15

To see if the Town will vote to increase the gross receipts that seniors may have in the prior calendar year to be eligible to defer property taxes under M.G.L. chapter 59 Section 5 Clause 41A from \$40,000 to 100% of the amount established annually by the Commissioner of Revenue as the income limit for single seniors who are not heads of households to qualify for the “circuit breaker” state income tax credit for the preceding state tax year, with such increase to be effective for deferrals granted for taxes assessed for any fiscal year beginning on or after July 1, 2009, or take any other action relative thereto.

Board of Assessors

Motion: Finance Committee recommended adoption

Vote: Article 15 was Adopted 5/5/09 7:52 PM

Executive Summary: This article will index the income limit for deferral eligibility.

ARTICLE 16

To see if the Town will vote to raise and appropriate from available funds the sum of \$35,000 for property revaluation required for FY2010. Said funds to be placed in the Revaluation Account and expended by the Town Manager for completion of the state mandated tri-annual revaluation program and for subsequent defense of values in the abatement/appeal process, or take any other action relative thereto.

Board of Assessors

Motion: Finance Committee Chairman, Tom Cooke, amended Article 16, and motioned to adopt as amended
Chief Assessor, Jay Kelley motioned to amended Article 16

Finance Committee Chairman, Tom Cooke withdrew the Finance Committee’s amendment after polling the other members of the Finance Committee.

Vote: Finance Committee’s amendment was withdrawn 5/5/09 8:02 PM
 Chief Assessor’s amendment carried 5/5/09 8:03 PM
 Article 16 was Adopted as Amended 5/5/09 8:04 PM

AMENDMENT:

Move to amend Article 16 by deleting from line one the phrase “raise and appropriate from available funds” and inserting in its place the Phrase “transfer from the Overlay Surplus” and to adopt as amended.

The amended Article reads:

To see if the Town will vote to transfer from the Overlay Surplus the sum of \$35,000 for property revaluation required for FY2010. Said funds to be placed in the Revaluation Account and expended by the Town Manager for completion of the state mandated tri-annual revaluation program and for subsequent defense of values in the abatement/appeal process, or take any other action relative thereto.

Board of Assessors

Executive Summary: This article will provide the funding for the tri-annual state mandated revaluation of income-producing property in the Town.

ARTICLE 17

To see if the Town will vote to approve the sum of \$18,397.24 to pay outstanding bills of a previous fiscal year and that to raise this appropriation the Town will vote to transfer \$8,624.00 from general fund free cash, \$339.70 from Assessor-Operating, \$2,500.00 from Library-Salaries, \$6,521.08 from Library-Operating and \$412.46 from Parks and Recreation-Salaries or take any other related action.

Assessor		
Salaries	Joanne Foley	\$ 134.72
	Christine Singleton	\$ 183.91
	Linda Traub	\$ 21.07
Council On Aging		
Energy Utilities	National Grid	\$ 3,385.30
Library		
Energy Utilities	Constellation NewEnergy	\$14,259.78
Parks & Recreation		
Energy Utilities	Constellation NewEnergy	\$ 412.46
Total		<u>\$18,397.24</u>

Town Manager

Motion: Finance Committee recommends adoption

Vote: Article 17 was Adopted 5/5/09 8:05 PM

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 18

To see if the Town will vote to amend Article 4 of the May, 2008 Annual Town Meeting for the purpose of reducing the following FY09 budget appropriation, or take any action relative thereto:

GENERAL GOVERNMENT

Moderator Operating	\$ 25
Town Manager Operating	\$ 313
Finance Committee	\$ 100
Administrative Services Operating	\$ 5,000

FINANCE DEPARTMENT

Accounting Operating	\$ 928
Computer Services Operating	\$ 1,000
Assessor Operating	\$ 1,200
Treasurer/Collector Salaries	\$ 11,902

COMMUNITY SERVICES

Cable Television Operating	\$ 400
Parks and Recreation Salaries	\$ 8,316

FACILITIES

Town Hall Operating	\$ 4,000
Auxiliary Building Operating	\$ 1,000

LIBRARY

Library Salaries	\$ 18,000
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PLANNING AND DEVELOPMENT

Community Development Salaries	\$ 858
Community Development Operating	\$ 3,000
Building Dept Operating	\$ 865
Board of Health Operating	\$ 1,950

PUBLIC SAFETY

Police Salaries	\$ 22,500
Police Operating	\$ 10,000

SCHOOL DEPARTMENT

School Operating	\$168,778
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DEPARTMENT OF PUBLIC WORKS

Administration Salaries	\$ 11,500
Fleet Salaries	\$ 2,000
Fleet Operating	\$ 8,700
Street Lighting	\$ 10,000

SOLID WASTE DISPOSAL

Solid Waste Operating	\$ 45,220
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Total Reduction in FY09 Budget \$337,555

Town Manager

Motion: Finance Committee recommends adoption
School Committee recommends adoption

Vote: Article 18 was Adopted

5/5/09 8:10 PM

Executive Summary: In January, 2009 the Town was notified that our FY09 Local Aid received from the state would be reduced by \$337,555 or 9.74% of our expected state aid. The original FY09 budget, as presented at the May, 2008 Annual Town Meeting, was developed on the premise that all of the state aid would be received. The budget reductions listed above are necessary to ensure that the Town appropriations do not exceed available revenues.

ARTICLE 19

To see if the Town will vote to transfer the following sums or take any action related thereto:

FROM:		TO:	
Cable TV-Operating	\$ 9,692	School-Salaries	\$ 9,692
PRRB Salary Escrow	\$ 25,747	Veterans-Aid	\$ 36,000
Solid Waste Collection	\$ 54,780	Fire – Salaries	\$ 30,000
Liability Insurance	\$ 67,000	Occupational Injury	\$ 56,000
Treasurer/Collector-Salaries	\$ 15,502	Town Counsel	\$ 21,600
Town Clerk-Salaries	\$ 10,000	School Operating	\$ 80,392
DPW Highway-Salaries	\$ 28,000	Principal Maturing Debt	\$ 19,000
DPW Fleet-Operating	\$ 25,000	Building Dept-Salaries	\$ 1,700
Fire-Operating	\$ 5,000	Camp Pohelo – SR Fund	\$ 31,337
Police-Operating	\$ 20,000		
Street Lighting	\$ 25,000		
Total	\$285,721	Total	\$ 285,721

Town Manager

Motion: Finance Committee recommends adoption as written in the warrant

Vote: Article 19 was Adopted as written

5/5/09 8:13 PM

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.

ARTICLE 20

To see if the Town will vote to appropriate the sum of \$210,000 to increase the FY09 Sewer Enterprise Fund appropriation voted in Article 5 of the May, 2008 Annual Town Meeting as follows: \$150,000 to sewer easement settlements, \$35,000 to court judgments and \$25,000 to sewer overtime and to see if the Town will vote to transfer from Sewer Enterprise Fund free cash the sum of \$210,000 to cover the additional FY09 appropriations; and to see if the Town will vote to appropriate the sum of \$12,000 to increase the FY09 Water Enterprise Fund appropriation voted in Article 6 of the May, 2008 Annual Town Meeting to add funds to cover an occupational injury, or take any related action.

Town Manager

Motion: Finance Committee recommends adoption

Vote: Article 20 was Adopted

5/5/09 8:16 PM

Executive Summary: This article authorizes the Town to use FY08 certified Sewer Enterprise Fund free cash to increase the FY09 sewer fund appropriation by \$210,000 as previously voted in Article 5 of the May, 2008 Annual Town Meeting. The funds will be used to pay for potential sewer easement settlements (\$150,000), a court judgment relating to a sewer easement settlement (\$35,000) and sewer overtime (\$25,000). The article also authorizes the Town to use FY08 certified Water Enterprise Fund free cash to increase the FY09 water fund appropriation by \$12,000 as previously voted in Article 6 of the May, 2008 Annual Town Meeting. The funds will be used to pay for an occupational injury for a water department employee.

ARTICLE 21

To see if the Town will vote to appropriate and transfer from available funds in the general fund, the sum of \$437,935.88, to the water enterprise fund or take any other action relative thereto.

Town Manager

Motion: Finance Committee recommends adoption as amended

Joe Gill motioned to move the question

Vote: Motion to move the question carried

5/5/09 8:24 PM

Amendment to Article 21 carried

5/5/09 8:24 PM

Article 21 was Adopted as Amended

5/5/09 8:25 PM

Executive Summary: This article transfers funds that were received from a products liability litigation settlement relating to Methyl Tertiary Butyl Ether (MTBE) from the general fund where they were deposited in accordance with Massachusetts General Law Chapter 44 Section 53, to the water enterprise fund. The funds will be credited to the water enterprise fund to reflect that the revenues are associated with water enterprise fund activities. This is similar to the Lowell sewer settlement being charged over the past three years to the sewer enterprise fund rather than the general fund.

ARTICLE 22

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Section 23, as amended, and other applicable statutes, to accept the laying out of particular town ways by order of the Board of Selectmen as follows:

TOWN OF TEWKSBURY
BY ORDER OF THE BOARD OF SELECTMEN
ROADWAY LAYOUT

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts and shown as “Merrimac Drive” on a plan entitled “Definitive Subdivision Plan, Merrimac Village, Tewksbury, Massachusetts, Prepared for: George D. Behrakis, 890 East Street, Tewksbury, Massachusetts, 01876, dated December 4, 1985 by Cuoco & Cormier, Inc.”

The layout plan is filed at the Office of the Town Clerk and Community Development; and said plan being recorded in the Middlesex Northern Registry of Deeds, Book 156, Plan 60, is referred to for more particular description and to authorize the said Board of Selectmen to take by eminent domain, an easement, or in fee, or by gift, or take any particular action relative thereto.

Town Manager
Community Development Director

Motion: Finance Committee recommended adoption

Vote: Article 22 was Adopted

5/5/09 8:25 PM

Executive Summary: The purpose of this article is to accept Merrimac Drive as a public way (town street) to assist in the River Road drainage improvement project.

ARTICLE 23

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Section 23, as amended, and other applicable statutes, to accept the laying out of particular town ways by order of the Board of Selectmen as follows:

TOWN OF TEWKSBURY
BY ORDER OF THE BOARD OF SELECTMEN
ROADWAY LAYOUT

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts and shown as “Towers Drive (Archstone Drive)” on a plan entitled “Definitive Subdivision Plan, Towers Drive, Old Boston Road & Main Street, Tewksbury, Massachusetts, 01876. Prepared for: A. Mesiti Development Corp. 11 Old Boston Road, Tewksbury, MA 01876, dated June 4th, 1997 by Cuoco & Cormier Engineering Associates, Inc..”

The layout plan is filed at the Office of the Town Clerk and Community Development; and said plan is referred to for more particular description and to authorize the said Board of Selectmen to take by eminent domain, an easement, or in fee, or by gift, or take any particular action relative thereto.

Town Manager
Community Development Director

Motion: Finance Committee recommended adoption

Vote: Article 23 was Adopted

5/5/09 8:26 PM

Executive Summary: The purpose of this article is to accept Towers Drive (Archstone Drive) as a public way (town street) to achieve intersection improvements at Towers Drive and Main Street / Route 38.

Finance Committee Chairman, Tom Cooke, motioned to Adjourn the May 5, 2009 Special Town Meeting, Sine Die, and this motion was Adopted. 5/5/09 8:26 PM

Respectfully Submitted:
MARY-ANN O. NICHOLS, TOWN CLERK

Special Town Meeting

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 Tuesday, October 6, 2009.

APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING - OCTOBER 6, 2009

ARTICLE	RAISE & APPROPRIATE	CPA APPROP.	TRANSFER	SEWER ENTER.	WATER ENTER.	BORROW
1. Unpaid Bills			2,780.30			
Fire-Unpaid Bills			1,756.60			
Recreation-Unpaid Bills			1,023.70			
2. Board of Selectmen Legal			20,000.00			
3. Amend Article 4 of ATM 5/6/09 General Fund	(1,062,495.00)			(20,049.00)		
4. Amend Article 5 of ATM 5/6/09				127,653.00		
Lowell Sewer				150,000.00		
Principal-Maturing Debt				9,990.00		
Interest-Maturing Debt				(32,337.00)		
5. Amend Article 6 of ATM 5/6/09					74,402.00	
Principal-Maturing Debt					4,099.00	
Interest-Maturing Debt					70,303.00	
6. Town's Stabilization Fund			250,000.00			
7. Roof on Town Hall Annex						100,000.00
8. Solar Panels on Town Hall Annex						85,000.00
9. Town Hall Renovation Design Plans		250,000.00				
10. Town Records Preservation		50,000.00				
11. State Hospital Cemetery - Clean-up & Fence		15,000.00				
12. Long Pond Study - Open Space		120,000.00				
32. Reconstruction of Sidewalks & Roadways on a portion of River Rd.	26,000.00					
<u>Total Raise & Appropriate</u>	(1,036,495.00)					
<u>CPA Fund - Appropriation</u>		435,000.00				
<u>Total Transfers</u>			272,780.30			
<u>Sewer Enterprise Funds</u>				107,604.00		
<u>Water Enterprise Funds</u>					74,402.00	
<u>Borrow</u>						185,000.00

ATTEST:
MARY-ANN O. NICHOLS, TOWN CLERK

Tewksbury Memorial High School
320 Pleasant Street
October 6, 2009

SPECIAL TOWN MEETING – OCTOBER 6, 2009

Moderator Warren Layne opened the October 6, 2009 Special Town Meeting at 7:00 PM.

There were 108 registered voters and 11 visitors in attendance. The Moderator designated the visitors section and emergency exits.

Finance Committee Chairman, Kevin Donnelly, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 10/6/09 7:00 PM

Board of Selectmen Chairman, Todd Johnson, notified the assembly of the upcoming informational meetings intended for residents regarding the Interstate 93 Tri-Town Interchange.

Finance Committee Chairman, Kevin Donnelly, motioned to Adjourn the October 6, 2009 Special Town Meeting, Sine Die, and this motion was Adopted. 10/6/09 7:58 PM

ARTICLE 1

To see if the Town will vote to approve the sum of \$2,780.30 to pay outstanding bills of a previous fiscal year and that to raise this appropriation the Town will vote to transfer \$1,756.60 from Fire-Operating to Fire- Unpaid Bills and transfer \$1,023.70 from Recreation-Operating to Recreation-Unpaid Bills or take any related action.

Fire-Operating	Constellation NewEnergy	\$1,322.89
	National Grid	\$ 54.08
	Home Depot	\$ 46.23
	Staples	\$ 122.93
	Napa of Tewksbury	\$ 210.47
Recreation-Operating	Tewksbury Paint & Hardware	48.70
	Prescription Turf	<u>\$ 975.00</u>
	Total	\$2,780.30

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 1 was Adopted 10/6/09 7:02 PM

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 and allows a transfer from the FY10 budget to cover the amount.

ARTICLE 2

To see if the Town will vote to transfer the following sums or take any action related thereto:

FROM:		TO:	
Town –Unemployment	\$20,000	BOS Legal	\$20,000
Total	\$20,000	Total	\$20,000

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 2 was Adopted 10/6/09 7:02 PM

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.

ARTICLE 3

To see if the Town will vote to amend its action taken at the May 6, 2009 Annual Town Meeting under Article 4 by changing the following line items:

School Department Unclassified

Change Debt Service from \$1,793,379 to \$771,049 (Decrease of \$1,022,330)

Change Sub-total School Department from \$44,042,327 to \$43,019,997

Change Total School Department from \$48,798,635 to \$47,776,305

Unclassified

Change Maturing Debt from \$914,070 to \$930,080 (Increase of \$16,010)

Change Interest-Maturing Debt from \$352,874 to \$296,699 (Decrease of \$56,175)

Change Total Unclassified from \$2,022,147 to \$1,981,982

Transfers

Change To Sewer Fund from \$322,947 to \$302,898 (Decrease of \$20,049)

Change Total Transfer from \$322,947 to \$302,898

Totals

Change Total Budget Before Transfers from \$75,689,061 to \$74,626,566

Change ATM Total General Fund Budget from \$76,012,008 to \$74,929,464

Or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 3 was Adopted

10/6/09 7:03 PM

Executive Summary: This article changes budget line items previously voted at the May 6, 2009 Annual Town Meeting to take into account the debt refinancing that was done in May, 2009. Eligible debt from 1996-1999 was refinanced at lower interest rates saving the Town close to \$1,000,000 (including water and sewer) over the remaining life of the debt. As part of the refinancing the Town received \$6,807,182 from the MA School Building Authority in advance of scheduled payments through 2017 which paid off the remaining Ryan School principal and interest.

ARTICLE 4

To see if the Town will vote to amend its action taken at the May 6, 2009 Annual Town Meeting under Article 5 by changing the following appropriation line items:

Expenses

Change Lowell Sewer from \$678,000 to \$828,000 (Increase of \$150,000)

Change Principal-Maturing Debt from \$2,672,098 to \$2,682,088 (Increase of \$9,990)

Change Interest-Maturing Debt from \$3,407,852 to \$3,375,515 (Decrease of \$32,338)

Change Total from \$8,013,174 to \$8,140,827

Change Total Expenses from \$8,735,266 to \$8,862,919

Or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 4 was Adopted

10/6/09 7:04 PM

Executive Summary: This article changes budget lines items previously voted at the May 6, 2009 Annual Town Meeting to take into account the debt refinancing that was done in May, 2009 which resulted in savings to the Sewer Enterprise Fund of \$148,318 over the remaining life of the bonds and to increase the Lowell Sewer budget by \$150,000 to cover an anticipated increase due to higher flow. The source of revenue for the Lowell Sewer increase is sewer connection fees.

ARTICLE 5

To see if the Town will vote to amend its action taken at the May 6, 2009 Annual Town Meeting under Article 6 by changing the following appropriation line items:

Expenses

Change Principal-Maturing Debt from \$1,532,805 to \$1,536,904 (Increase of \$4,100)

Change Interest-Maturing Debt from \$444,132 to \$514,435 (Increase of \$70,303)

Change Total from \$4,481,564 to \$4,555,966

Change Total Expenses from \$5,637,289 to \$5,711,691

Or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 5 was Adopted

10/6/09 7:04 PM

Executive Summary: This article changes budget lines items previously voted at the May 6, 2009 Annual Town Meeting to take into account the debt refinancing that was done in May, 2009 which resulted in savings to the Water Enterprise Fund of \$136,490 over the remaining life of the bonds. In addition this article changes the Interest-Maturing Debt account by adding \$97,490 to correct an addition error made when the original article was written. The source of funding for the error correction is water rates.

ARTICLE 6

To see if the Town will vote to raise and appropriate and transfer \$250,000 from the general fund to the Town's stabilization fund or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 6 was Adopted – Yes 30 / No 0 – Unanimous (2/3 required)

10/6/09 7:05 PM

Executive Summary: This article transfers the FY2010 projected excess levy capacity to the Town's general stabilization fund. Moving these funds into the stabilization fund will provide a cushion if additional cuts are made in state aid during FY2010 or be available to help balance the FY2011 budget.

ARTICLE 7

To see if the Town will vote to appropriate the sum of \$100,000 to be expended by the Town Manager for the purpose of replacing the roof on the Town Hall Annex building, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or take any other action relative thereto.

Motion: That the Town hereby appropriates the sum of \$100,000 to pay for the cost of replacing the roof on the Town Hall Annex building and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby to borrow said sum under and pursuant to Chapter 44 Section 7 (3A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Finance Committee deferred to Town Manager

Interim Town Manager, Jay Kelley amended the article to include the word "authorize" before to borrow in the Motion of Article 7.

Vote: Amendment was adopted

10/6/09 7:05 PM

Article 7 was Adopted as amended No 3 / Yes 40 (2/3 required – 28 needed)

10/6/09 7:05 PM

Executive Summary: This article will allow the Town to borrow funds to replace the roof and on the Town Hall Annex building. The roof was not replaced when the Annex was renovated in 1999 and needs to be replaced now as there are numerous leaks in all areas of the building.

ARTICLE 8

To see if the Town will vote to appropriate the sum of \$150,000 to be expended by the Town Manager for the purpose of making alternative energy improvements to the Town Hall Annex building, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or take any other action relative thereto.

Motion: That the Town hereby appropriates the sum of \$150,000 to pay for the cost of making alternative energy improvements to the Town Hall Annex building and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby to borrow said sum under and pursuant to Chapter 44 Section 7 (3B) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Motion: Finance Committee deferred to Green Committee Chairman, Anne Marie Stronach

Green Committee Chairman, Anne Marie Stronach motioned to amended the amount from \$150,000 to \$85,000

Interim Town Manager, Jay Kelley amended the article to include the word “authorize” before to borrow in the Motion of Article 8.

Finance Committee voted to adopt by a split vote.

Selectmen unanimously recommended adoption.

Joe Gill motioned to move the question.

Vote: The motion to move the question was approved 10/6/09 7:30 PM

Both amendments were approved 10/6/09 7:30 PM

Article 8 was Adopted as amended No 6 / Yes 55 (2/3 required – 20 needed) 10/6/09 7:32 PM

Executive Summary: This article will allow the Town to borrow funds to install solar energy on the Town Hall Annex building. This is being done as proposed by the Town’s Green Committee.

ARTICLE 9

To see if the Town will vote to appropriate \$250,000 from the Community Preservation Fund’s Budgeted Reserve Account for the project’s next phase, the development of design plans for the preservation and rehabilitation of Town Hall to be expended by the Town Manager, as proposed by the Town Hall Building Committee and recommended for adoption by the Community Preservation Committee.

Community Preservation Committee

Motion: Finance Committee recommended adoption

Nancy Reed, CPA Chairman recommended adoption

Vote: Article 9 was adopted 10/6/09 7:32 PM

Executive Summary: This article would appropriate \$250,000 from existing funds in the Budgeted Reserve Account within the Community Preservation Fund for the next phase in the development of design plans for the preservation and rehabilitating this historic property. Town Hall is the symbolic center of town government. It was originally constructed and dedicated as a “Memorial of civic pride and public spirit of the people of Tewksbury”. It serves its residents both current and future, through the provision of services. The proposed project honors the historic significance of the structure, while looking forward to serving future residents. The condition of this facility is near the point of being uninhabitable and being condemned.

ARTICLE 10

To see if the Town will vote to appropriate \$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 as proposed by the Town Clerk. This project is recommended for adoption by the Community Preservation Committee.

Community Preservation Committee

Motion: Finance Committee recommended adoption

Nancy Reed, CPA Chairman recommended adoption

Vote: Article 10 was adopted

10/6/09 7:33 PM

Executive Summary: This article would appropriate \$50,000 from existing funds in the Historic Preservation Reserve Account within the Community Preservation Fund for the preservation and protection of 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 at an estimated cost of \$19,165.00. The proposed project also includes proactive document storage measures as recommended by the New England Document Center and the State Board of Library Commissioners. The preservation of town historical records and archives is a State mandate as well as a community need.

ARTICLE 11

To see if the Town will vote to appropriate \$15,000 from the Community Preservation Fund's Budgeted Reserve Account to be expended by the Town Manager 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. This project is proposed by the Town Manager, Acting Under Charter as the Recreation Commissioner and is recommended for adoption by the Community Preservation Committee.

Community Preservation Committee

Motion: Finance Committee recommended adoption

Nancy Reed, CPA Chairman recommended adoption

Vote: Article 11 was adopted

10/6/09 7:34 PM

Executive Summary: This article would appropriate \$15,000 from existing funds in the Budgeted Reserve Account within the Community Preservation Fund for the cleaning-up and fencing-off of an existing State Hospital Cemetery subject to the transfer of the Saunders Recreation Facility land from the State to the Town of Tewksbury. The perimeter of the State Hospital Cemetery to be fenced is approximately 1000 feet. The State has requested that a plan for this remedial action be in place in consideration of the land transfer. The benefits of this project are to secure the transfer of the land to the Town for recreational use, and to preserve and protect the historic cemetery.

ARTICLE 12

To see if the Town will vote to appropriate \$120,000 from the Community Preservation Fund's Open Space Reserve Account to be expended by the Town Manager 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. The total project cost would be up to \$375,000 with \$30,000 from in kind services and possibly our Town's Wetland Protection Fund. This project is proposed by the Town Manager, Acting Under Charter as the Recreation Commissioner and is recommended for adoption by the Community Preservation Committee.

Community Preservation Committee

Motion: Finance Committee recommended adoption

Nancy Reed, CPA Chairman recommended adoption

Vote: Article 12 was adopted

10/6/09 7:35 PM

Executive Summary: This article would appropriate \$120,000 from existing funds in the Open Space Reserve Account within the Community Preservation Fund for 25 restorative and protective actions in the area surrounding Long Pond. The project and the appropriation of the CPA funds are subject to a successful 319 Grant award of up to \$375,000. This project is a follow-up to the 2008 Long Pond Study that was commissioned by the Community Preservation Committee. Improving the water quality at Long Pond will benefit current and future residents of the Town by potentially adding recreational elements as well as improving the pond's natural functions.

ARTICLE 13

To see if the Town will vote to appropriate \$58,500 from the Community Preservation Fund's Open Space Reserve Account to be expended by the Tewksbury Conservation Commission to purchase open space land adjacent to the Shawsheen River on Bridge Street of approximately 4.8 +/- acres as described as Assessors Map 98 Lot 234.

Said parcel to be managed and controlled by the Conservation Commission of the Town in accordance with Chapter 40, Section 8C for conservation and passive recreation purposes.

The Conservation Commission be authorized to file on behalf of the Town any and all applications deemed necessary under any other applications for funds or grants in any way connected with the scope of this acquisition and the Conservation Commission be authorized, as they deem appropriate, to enter into all agreements and execute any and all instruments including the conveyance of a perpetual conservation restriction in accordance with M.G.L Chapter 184 as required by Section 12(a) of Chapter 44B or Chapter 293 Section 10 of the Acts of 1998 as amended, as may be necessary on behalf of the Town to affect said purchase.

Said conservation restriction may be granted to the Conservation Commission or any other organization qualified and willing to hold such restriction. This project is proposed by the Conservation Commission and is recommended for adoption by the Community Preservation Committee.

Community Preservation Committee

Motion: Nancy Reed, CPA Chairman on behalf of the Conservation Commission recommended withdrawal

Vote: Article 13 was Withdrawn 10/6/09 7:36 PM

Executive Summary: The passage of this article would allow for the purchase and protection of 4.8 acres of unbuildable land that has 800 feet of frontage on the Shawsheen River at Bridge Street. The Conservation Commission has submitted an Energy and Environmental Affairs Division of Conservation Services, Land Grant Program application which would match 60% of the purchase price through the State's Department of Conservation Services. This action will increase the Commission's control and protection of land along the Shawsheen River. The Town's Open Space and Recreation Plan (OSRP) recognizes the significance of the Shawsheen River to our Town's cultural and historic heritage, while it is the most under used and under protected scenic watershed area of the town. The number one goal of the OSRP is to "Preserve and protect the rivers, brooks, ponds, wetlands, and floodplains in Tewksbury" with the objective: "Acquire/protect additional land along the ... Shawsheen River and other waterways through easement or acquisition, to ensure future protection of riparian areas."

ARTICLE 14

To see if the Town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages, by deleting from Group C:

Property Reviewer

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
18.1676	19.0666	20.0280	21.0269	22.0882	23.1747

and inserting in Group B:

Property Reviewer

Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
37,934	39,811	41,818	43,904	46,120	48,389

or take any other action relative thereto.

Town Manager
Director of Finance
Chief Assessor

Motion: Finance Committee recommended adoption

Vote: Article 14 was Adopted 10/6/09 7:36 PM

Executive Summary: This article changes the position of Property Reviewer from Temporary Part-time to Permanent. There is no change in the hourly rate. It is anticipated that this position will replace one Permanent Full-time position and one Temporary Part-time position in the Assessors' Office.

Vote: Article 16 was Adopted

10/6/09 7:37 PM

Executive Summary: This article will allow the Town and the Commonwealth to perfect a transfer of the land at the Livingston Recreation Fields that was authorized by a Special Act of the General Court, Chapter 497, 1967. Both Town Meeting and the General Court took the necessary legislative action for this transfer, but the deed was never recorded. The Division of Capital Asset Management has requested that this action take place for clear title to the recreation fields.

ARTICLE 17

To see if the Town will vote to amend its action taken at the May 9, 2007 Special Town Meeting under Article 8 relating to the borrowing for the remodeling, reconstructing and making additions to and extraordinary repairs to the Senior Center under Chapter 44 Section 7 (3A) of the Massachusetts General Laws by rescinding the borrowing authorization of \$350,000 or take any action relative thereto.

Town Manager

Motion: That the Town hereby votes to rescind the authorization of \$350,000 approved at the May 9, 2007 Special Town Meeting relating to the borrowing for the remodeling, reconstructing and making additions to and extraordinary repairs to the Senior Center under Chapter 44 Section 7 (3A) of the Massachusetts General Laws.

Motion: Finance Committee deferred to Town Manager

Interim Town Manager, Jay Kelley moved to amend Article 17 by deleting from the first line “to amend its action taken” and inserting in its place “to rescind the authorization approved”.

Finance Committee recommended adoption as amended

Vote: Amendment was adopted

10/6/09 7:38 PM

Article 17 was Adopted as amended No 0 / Yes 30 – Unanimous (2/3 required)

10/6/09 7:38 PM

Executive Summary: This article will rescind the previously voted borrowing authorization for \$350,000 relating to the Senior Center. The original authorization was voted with the expectation that the funds would be used for a bridge loan if certain state grant funds were not received. The Town received \$600,000 in grant funds for the project and the additional borrowing authorization will not be needed.

ARTICLE 18

To see if the Town Meeting will vote to amend its action taken under Article 17 of the May 6, 2009 Annual Town Meeting by adding the following language in the motion – “The use of Pension Obligation Bonds may increase the potential losses associated with pension fund investments. The Commonwealth is not responsible for any losses incurred by a municipality due to the issuance of Pension Obligation Bonds or for any increase in unfunded actuarial accrued liability due to deficient investment returns” or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 18 was Adopted

10/6/09 7:39 PM

Executive Summary: This article adds the language that is required by the Commonwealth of MA Executive Office for Administration and Finance for a community to issue Pension Obligation Bonds. In May, 2009 Town Meeting authorized the Town to borrow up to \$5,000,000 to pay off our Early Retirement Incentive through the Middlesex Retirement System.

ARTICLE 19

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Section 23, as amended, and other applicable statutes, to accept the laying out of particular town ways by order of the Board of Selectmen as follows:

TOWN OF TEWKSBURY
BY ORDER OF THE BOARD OF SELECTMEN
ROADWAY LAYOUT

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts and shown as “Ames Run” on a plan entitled “Street Acceptance Plan, Prospect Hill Drive, Ames Run, North Street and Catamount Road, Tewksbury, Massachusetts prepared

for Ames Hill Development, LLC, 1880 Main Street, Tewksbury, MA 01876 dated July 31, 2009 by Cuoco & Cormier Engineering Associates, Inc.” and being more particularly bounded and described as follows:

Beginning at a drill hole on the easterly sideline of North Street, being 807 feet more or less, southeast of a stone bound on the easterly sideline of said North Street, thence; easterly by a curve to the left having a radius of 30.00 feet more or less, a distance of 48.92 feet more or less to a stone bound on the northerly sideline of Prospect Hill Drive, to a stone bound, thence; N 47°17'40" E, a distance of 319.87 feet more or less to a stone bound, thence; northeasterly by a curve to the left having a radius of 125.00 feet more or less, a distance of 165.11 feet more or less to a stone bound, thence; N 28°23'03" W, a distance of 700.94 feet more or less to a stone bound, thence; northerly by a curve to the right having a radius of 275.00 feet more or less a distance of 52.75 feet more or less to a stone bound, thence; N 17°23'37" W, a distance of 482.49 feet more or less to a stone bound, thence; northeasterly by a curve to the right having a radius of 205.00 feet more or less, a distance of 224.31 feet more or less to a stone bound, thence; northerly by a curve to the left having a radius of 25.00 feet more or less, a distance of 20.70 feet more or less to a stone bound, thence; easterly by a curve to the right having a radius of 60.00 feet more or less, a distance of 127.26 feet more or less to a stone bound, thence; N 54°00'00" E, a distance of 128.16 feet more or less to a stone bound, thence; S 33°47'32" E, a distance of 50.04 feet more or less to a stone bound, thence; S 54°00'00" W, a distance of 126.23 feet more or less to a stone bound, thence; westerly by a curve to the right having a radius of 60.00 feet more or less, a distance of 121.81 feet more or less to a stone bound, thence; southwesterly by a curve to the left having a radius of 25.00 feet more or less, a distance of 28.09 feet more or less to a stone bound, thence; southwesterly by a curve to the left having a radius of 150.00 feet more or less, a distance of 156.79 feet more or less to a stone bound, thence; S 17°23'37" E, a distance of 482.49 feet more or less to a stone bound, thence; southerly by a curve to the left having a radius of 225.00 feet more or less, a distance of 43.16 feet more or less to a stone bound, thence; S 28°23'03" E, a distance of 700.94 feet more or less to a stone bound, thence; southwesterly by a curve to the right having a radius of 175.00 feet more or less, a distance of 231.15 feet more or less to a stone bound, thence; S 47°18'22" W, a distance 45.08 feet more or less to a stone bound, thence; S 47°17'40" W, a distance of 281.37 feet more or less to a stone bound, thence; southwesterly by a curve to the left having a radius of 30.00 feet more or less, a distance of 45.33 feet more or less to a stone bound on the Easterly side line of said North Street, the last 21 courses being along said Prospect Hill Drive, thence; N 39°17'00" W along said North Street, a distance of 110.19 feet more or less to a stone bound at the Point of beginning. Meaning and intending to describe the Right of Way of Prospect Hill Drive, shown as Lot 357, Land Court Plan 27170-22.

The layout plan is filed at the Office of the Town Clerk and Community Development; and said plan is referred to for more particular description and to authorize the said 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: Finance Committee recommended adoption

Vote: Article 19 was Adopted

10/6/09 7:39 PM

Executive Summary: The purpose of this article is to accept Prospect Hill Drive as a public way (town street).

ARTICLE 20

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Section 23, as amended, and other applicable statutes, to accept the laying out of particular town ways by order of the Board of Selectmen as follows:

TOWN OF TEWKSBURY BY ORDER OF THE BOARD OF SELECTMEN ROADWAY LAYOUT

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts and shown as “Meade Street Extension” on a plan entitled “Street Acceptance, Meade Street Ext, Tewksbury, Mass prepared for L & P Properties, LLC, Deed Reference L.C. Cert #35980 dated November 10, 2005 by Troy, Mede & Associates.”

The layout plan is filed at the Office of the Town Clerk and Community Development; and said plan is referred to for more particular description and to authorize the said 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: Finance Committee deferred to Town Manager

Interim Town Manager, Jay Kelley motioned to amend Article 20

Vote: Amendment was adopted

10/6/09 7:40 PM

Article 20 was Adopted as amended

10/6/09 7:40 PM

AMENDMENT – Jay Kelley

Add to the end of the second paragraph, after any other action thereto - “This action extends public way named Meade Street to the terminus shown on the above-referenced plan.”

Executive Summary: The purpose of this article is to accept Meade Street Extension as a public way (town street).

ARTICLE 21

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Section 23, as amended, and other applicable statutes, to accept the laying out of particular town ways by order of the Board of Selectmen as follows:

**TOWN OF TEWKSBURY
BY ORDER OF THE BOARD OF SELECTMEN
ROADWAY LAYOUT**

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts and shown as “Minuteman Way” on a plan entitled “Roadway As Built Plan & Profile, Sta.0+00, - Sta.7+50 Minuteman Way, Tewksbury, MA prepared for Gerald & Sandra Trull, 411 River Road, Tewksbury, MA 01876 dated June 28, 2004 by Cuoco & Cormier Engineering Associates, Inc.” and being more particularly bounded and described as follows:

Beginning at a railroad spike set on the southerly sideline of River Road at land now or formerly of Beatrice & Marsh, said point being the northwesterly corner of the herein described parcel, thence; easterly along said River Road by a curve to the right having a radius of 903.42' a length of 12.70', more or less, to a point, thence; S 77° 55' 29" E along said River Road a distance of 82.90', more or less, to a stone bound set, thence; southwesterly along a curve to the left having a radius of 25.00' a length of 42.09', more or less, to a drill hole set, thence; S 05° 36' 31" W a distance of 41.15', more or less, to a railroad spike set, thence; southeasterly along a curve to the left having a radius of 155.00' a length of 27.72', more or less, to a stone bound set, thence; S 04° 38' 22" E a distance of 410.19', more or less, to a stone bound set, thence; southeasterly along a curve to the left having a radius of 40.00' a length of 45.31', more or less, to a stone bound set, thence southeasterly, southerly, westerly, and northerly along a curve to the right having a radius of 55.00' a length of 266.74', more or less, to a stone bound set, thence; northerly along a curve to the left having a radius of 40.00' a length of 23.02', more or less, to a stone bound set, thence; N 04° 38' 22" W a distance of 34.73', more or less, to a stone bound set, thence; S 85° 21' 38" W a distance of 63.03', more or less, to a stone bound set a land nor or formerly of Middleton, thence; N 05° 44' 10" W, along said Middleton land now or formerly of Dulgarian, a distance of 156.91', more or less, to an iron pipe found, thence; N 84° 30' 10" E, along said Dulgarian land, a distance of 60.00', more or less, to a stone bound set, thence; N 05° 15' 30" W, along said Dulgarian land and said Beatrice & Marsh Land, a distance of 367.00', more or less, to the point of beginning. Said parcel contains 45,675 SF (1.05 acres), more or less. Meaning and intending to describe the parcel depicted as Minuteman Way on a plan entitled "Map 40 / Parcel 4, Definitive Subdivision Plan, Mill Hill Park Subdivision, River Road, Tewksbury, Massachusetts", by Cuoco & Cormier Eng. Assoc., Inc., dated April 4, 2001 (Rev. June 7, 2001), for Gerald & Sandra Trull and recorded as M.N.D.R.D. Book 206, Plan 72

The layout plan is filed at the Office of the Town Clerk and Community Development; and said plan is referred to for more particular description and to authorize the said 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: Finance Committee recommended adoption

Vote: Article 21 was Adopted

10/6/09 7:40 PM

Executive Summary: The purpose of this article is to accept Minuteman Way as a public way (town street).

ARTICLE 22

To see if the Town will vote to accept the provisions of Chapter 80, Section 13B of the Mass. General Laws, or take any other action relative thereto.

Board of Assessors

Motion: Finance Committee recommended adoption

Executive Summary: Acceptance will allow for deferral of betterment assessments by qualified elderly homeowners.

ARTICLE 23

To see if the Town will vote to transfer \$298,163 from General Fund Free Cash to the Other Post Employment Benefits Stabilization Fund or take any action related thereto.

Town Manager

Motion: Finance Committee deferred to Town Manager

Interim Town Manager, Jay Kelley motioned to withdraw Article 23

Vote: Article 23 was Withdrawn

Executive Summary: This Stabilization Fund is being used to accumulate funds to be applied towards the Town’s obligation for health care to retirees. Beginning in FY 2009 the Town will be required to calculate and report the actuarial liability relating to benefits for retirees. Having funds set aside for this purpose helps to reduce the liability. The \$298,163 represents funds received by the Town in FY2009 as a Federal subsidiary relating to Medicare Part D.

ARTICLE 24

To see if the Town will vote to accept Chapter 32B Section 20 of the Massachusetts General Laws which authorizes the Town to establish an “Other Post Employment Benefits (OPEB) Liability Trust Fund” or take any action relative thereto.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 24 was Adopted

Executive Summary: This article allows the Town to establish an OPEB Trust Fund to account for appropriations made to cover the unfunded actuarial liability of health care and other post-employment benefits for its retirees. Reimbursements received by the Town from the federal Medicare program for covering retiree drug costs (Medicare Part D) may also be credited to the fund. The unfunded actuarial liability will be determined by an actuary every two years.

ARTICLE 25

To see if the Town will vote to amend Section 7500 Open Space Residential Design (OSRD) Special Permit of the Tewksbury Zoning Bylaw by deleting and adding the following language:

7544. SITE SPECIFIC DESIGN STANDARDS

DELETE:

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. Such application shall require that at least ten (10) percent of the total Dwelling Units be established as Affordable Housing Units (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 (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. (Reference 7014 a.1.)

AND ADD:

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 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 (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 (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 7014 a.1.)

In 7544. SITE SPECIFIC DESIGN STANDARDS

DELETE:

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 restricted to an affordable housing unit in perpetuity, as defined in 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 Affordable Housing Unit above the Basic Maximum Number as a density bonus, or, a 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 50%) set aside as open space, a bonus of five percent (5%) of the Basic Maximum Number may be awarded; provided, however, that this density bonus shall not exceed 25% of the Basic Maximum Number.

AND ADD:

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, 7544.b., restricted to an affordable housing unit in perpetuity, as defined in 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 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 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 15% of the Basic Maximum Number.

Tewksbury Planning Board

Motion: Finance Committee deferred to the Planning Board

Planning Board recommended adoption

Vote: Article 25 was Adopted – No 0 / Yes 25 – Unanimous (2/3 required)

10/6/09 7:43 PM

EXECUTIVE SUMMARY: The adoption of the first part of this article will keep the 10% Affordable Requirement in the OSRD Special Permit, but will add, to our existing OSRD bylaw, one market rate dwelling as a density bonus. The second part of this article will clarify the language of the existing Open Space density bonus and reduce the maximum bonus from 25% to 15%. These changes will provide additional incentive for the use of this bylaw. The Purposes and Intent of the OSRD are to promote efficiency in road layout, preserve Open Space, decrease burden on the municipal economy and lessen stormwater runoff better than conventional subdivision design and Cluster subdivision development.

ARTICLE 26

To see if the Town will vote to amend the Tewksbury Zoning Bylaw and the Zoning Map by adding the following Section 8640 to the Zoning Bylaw and adding the overlay map described below to the Town's Zoning Map:

8640. Village Mixed-Use Overlay District

8641. Purpose: The purposes of the Village Mixed-Use Overlay District (VMOD) shall be the same purposes as described in the 8601, Town Center Overlay District, in its entirety.

8642. Boundaries: The boundaries of the VMOD shall be as shown on the Town of Tewksbury Town Center Overlay Map, on file at the office of the Town Clerk.

8643. Relationship to existing Zoning: The relationship to existing zoning shall be the same as described in the Town Center Overlay District, in its entirety.

8644. Use Regulations and Definitions: The following uses are allowed in the VMOD subject to the requirements outlined in these VMOD regulations, and provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:

5. Residential Uses (as a component of a mixed-use development):
 - d. Multifamily³
 - e. Artist Lofts: All or a portion of a building that has been converted into an artist's workspace and living area.
 - f. Assisted living facilities⁴
6. Government, Institutional and Public Service Uses:
 - f. Municipal
 - g. Educational
 - h. Religious
 - i. Public or Private Utility Facilities
 - j. Post Office
 - k. Recreation
7. Business Uses
 - p. Retail Store, not exceeding 7,500 sq. ft. of gross floor area per individual establishment.
 - q. Professional Offices, not exceeding 10,000 sq. ft. of gross floor area per individual office establishment
 - r. Financial Services/Bank
 - s. Restaurant, fast food, general or limited service, not exceeding 4,000 sq. ft. of gross floor area. The square footage requirement does not include a patio or outdoor seating area operated in connection with an indoor-service restaurant
 - t. Hotel, Inn²
 - u. Bed and Breakfast²
 - v. Lodge or Club (Membership)²
 - w. Personal Services²
 - x. Artist or Craftsman Studio: Commercial space utilized to create, design, and fabricate sculptures, statues, furniture, structures and other art forms.
 - y. Commercial Recreation, Indoor²
 - z. Parking Facility: A public or private parking area or structure that is open to shelter or storage of motor vehicles by residents, customers and employees for permitted uses in the VMOD.
 - aa. Day Care Facility²
 - bb. Performance Theater: A building or structure designed for theatrical and other staged entertainment services.
 - cc. Museum: A depository for collecting and displaying objects having scientific, historical or artistic value for the purposes of education, study and enjoyment.
 - dd. Art Gallery: A room or series of rooms where works of art are exhibited.
8. Mixed use development: A single building with the ground floor used primarily for retail, commercial, service or office and the upper floor(s) used for residential use.

8645. Prohibited Uses. Any use not listed above is to be considered prohibited. Adult use establishments are not allowed for any use in the VMOD district.

¹ As defined in Section 7100 of the Tewksbury Zoning Bylaw

⁴ As defined in Section 10000 of the Tewksbury Zoning Bylaw

8646. Site Plan Special Permit. All uses and structures in the VMOD are subject to a Special Permit and Site Plan Special Permit from the Planning Board in accordance with Sections 9300 and 9400 of the Zoning Bylaw. In addition to the requirements of these sections, all design criteria of Village Mixed-Use Design Guidelines. The Planning Board shall be the Special Permit Granting Authority.

8647. Concept Plan. Prior to the application for approval of any special permit for a CNOD, a preliminary plan called for purposes of this Section 8600 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of TCOD 8607 a. through e.

To attain the goals of the VMOD, collaborative development proposals involving more than one property owner are encouraged where appropriate. In such cases, it is recommended that a Combined Concept Plan be submitted to the Planning Board with the initial project application, detailing the specific elements of the proposed project, outlining the impacts of the overall project, and identifying responsibilities of each property owner. The Combined Concept Plan should describe: the uses proposed, the layout and size of the project, potential impacts to the environment, access and transportation impacts, water and sewer needs, and economic impacts. The Planning Board encourages creative and collaborative efforts promoting the Purpose and the Design Guidelines of VMOD, such as, but not limited to: shared and off-site parking, pedestrian walkways, lighting and other such amenities.

8648. Dimensional Requirements.

Buildings within the VMOD shall conform to the following requirements:

Minimum Lot Area	10,000 square feet
Minimum Frontage	50 feet
Minimum Front Yard Setback	20 feet
Minimum Side Yard Setbacks	Combined- 10 feet
Minimum Side Yard Setback when abutting a residential district	50 feet
Minimum Rear Setback	15 feet
Minimum Rear Setback when abutting a residential district	50 feet
Maximum Building Height	2.5 stories or 35 feet

8649. Special Provisions. The following special provisions apply to all development within the VMOD:

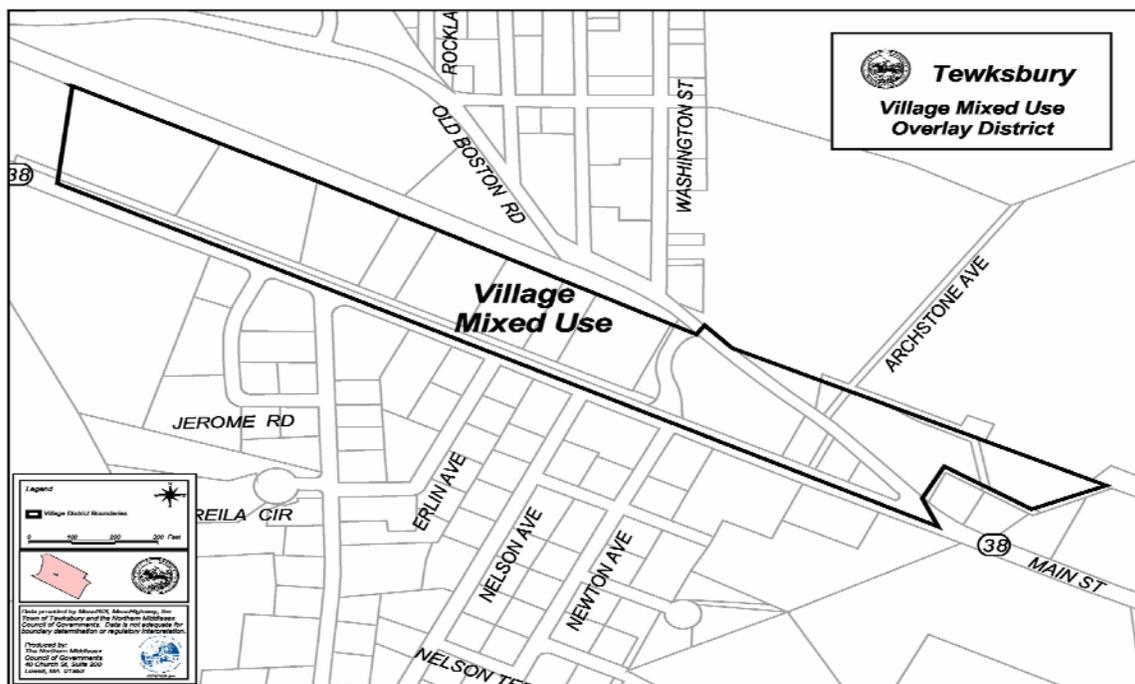
4. The minimum separation between two or more buildings on the same lot shall be 20 feet.
5. The Planning Board may modify all dimensional requirements outlined in Section 8648, and 8649.1. if, in its opinion, such modifications will result in improved design that is in keeping with Section 8641 above.
6. Frontage and Access – The Planning Board may, as part of the special permit, reduce lot frontage for a development that provides consolidated or shared access to site access, for two or more adjoining parcels, subject to a legally enforceable agreement or restriction in a form acceptable to the Planning Board and approved by Town Counsel.
7. The Zoning Board of Appeals shall not grant a variance of any use not allowed under Section 8645, nor grant a variance from any 8648 Dimensional Requirements or 8649 Special Provisions.

8650. Parking Requirements. The parking requirement for any use in the VMOD shall be the same as in the underlying zoning classification. The Planning Board may reduce the required number of parking spaces in the VMOD based on the following considerations:

- c. The availability of shared parking on another property. The Board may require a shared parking agreement to be submitted as part of the application for development.
- d. The availability of public transportation.

8651. Criteria for Granting VMOD Special Permit. In addition to the Criteria and considerations for actions by the Planning Board in Sections 9300 and 9400 of the Zoning Bylaw, the Planning Board shall determine that the site proposal and density of uses on the proposal shall promote the Purposes of this VMOD bylaw and shall take into consideration the same criteria as set forth in the Town Center Overlay District 8611.

8652. Special Permit Conditions - The Planning Board may impose such conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the Town including, but not limited to same conditions as set forth in the Town Center Overlay District 8612.



Tewksbury Planning Board

Motion: Finance Committee deferred to the Planning Board

Planning Board recommended adoption

Vote: Article 26 was Adopted – No 0 / Yes 30 – Unanimous (2/3 required)

10/6/09 7:45 PM

Executive Summary: The adoption of this article will implement a new zoning overlay district moving northwest along Main Street from the Town Center Overlay District which was approved at the Spring 2009 Special Town Meeting. This Village Mixed-Use Overlay District recognized the existing commercial nature of the land described above and allows for this as well as other uses, while underlying zoning rights remain intact. This action was a recommended implementation step of Town of Tewksbury Master Plan endorsed at the 2004 Annual Town Meeting. The overlay district bylaw and design guidelines emphasize the highest quality of architectural and site design in development, increase the economic incentive for new investment and redevelopment by providing mixed-use opportunities. Design guidelines and accompanying overlay map are available at the Town Clerk’s Office and Department of Community Development.

ARTICLE 27

To see if the Town will vote to amend the Tewksbury Zoning Bylaw and the Zoning Map by adding the following Section 8620 to the Zoning Bylaw and adding the overlay map described below to the Town’s Zoning Map:

8620. Village Residential Overlay District

8621. Purpose: The purposes of the Village Residential Overlay District (VROD) shall be the same purposes as described in the 8601, Town Center Overlay District, in its entirety.

8622. Boundaries: The boundaries of the VROD shall be as shown on the Town of Tewksbury Town Center Overlay Map, on file at the office of the Town Clerk.

8623. Relationship to existing Zoning: The relationship to existing zoning shall be the same as described in the Town Center Overlay District, in its entirety.

8624. Use Regulations and Definitions: The following uses are allowed in the VROD subject to the requirements outlined in these VROD regulations, and provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:

1. Residential Uses (as a component of a mixed-use development):
 - a. Multifamily⁵
 - b. Artist Lofts: All or a portion of a building that has been converted into an artist's workspace and living area.
 - c. Assisted living facilities⁶
2. Government, Institutional and Public Service Uses:
 - a. Municipal
 - b. Educational
 - c. Religious
 - d. Public or Private Utility Facilities
 - e. Post Office
 - f. Recreation
3. Business Uses
 - a. Retail Store, not exceeding 1,200 sq. ft. of gross floor area per individual establishment.
 - b. Professional Offices, not exceeding 2,400 sq. ft. of gross floor area per individual office establishment
 - c. Financial Services/Bank
 - d. Restaurant, fast food, general or limited service, not exceeding 1,200 sq. ft. of gross floor area. The square footage requirement does not include a patio or outdoor seating area operated in connection with an indoor-service restaurant
 - e. Hotel, Inn²
 - f. Bed and Breakfast²
 - g. Lodge or Club (Membership)²
 - h. Personal Services²
 - i. Artist or Craftsman Studio: Commercial space utilized to create, design, and fabricate sculptures, statues, furniture, structures and other art forms.
 - j. Day Care Facility²
 - k. Museum: A depository for collecting and displaying objects having scientific, historical or artistic value for the purposes of education, study and enjoyment.
 - l. Art Gallery: A room or series of rooms where works of art are exhibited.
4. Mixed use development: A single building with the ground floor used primarily for retail, commercial, service or office and the upper floor(s) used for residential use.

8625. Prohibited Uses. Any use not listed above is to be considered prohibited. Adult use establishments are not allowed for any use in the VROD district.

8626. Site Plan Special Permit. All uses and structures in the VROD are subject to a Special Permit and Site Plan Special Permit from the Planning Board in accordance with Sections 9300 and 9400 of the Zoning Bylaw. In addition to the requirements of these sections, all design criteria as described in the Village Residential Design Guidelines. The Planning Board shall be the Special Permit Granting Authority.

8627. Concept Plan. Prior to the application for approval of any special permit for a VROD, a preliminary plan called for purposes of this Section 8600 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of TCOD 8607 a. through e.

To attain the goals of the VROD, collaborative development proposals involving more than one property owner are encouraged where appropriate. In such cases, it is recommended that a Combined Concept Plan be submitted to the Planning Board with the initial project application, detailing the specific elements of the proposed project, outlining the impacts of the overall project, and identifying responsibilities of each property owner. The Combined Concept Plan should describe: the uses proposed, the layout and size of the project, potential impacts to the environment, access and transportation impacts, water and sewer needs, and economic impacts. The Planning Board encourages creative and collaborative efforts promoting the Purpose and the Design Guidelines of VROD, such as, but not limited to: shared and off-site parking, pedestrian walkways, lighting and other such amenities.

8628. Dimensional Requirements.

Buildings within the VROD shall conform to the following requirements:

¹ As defined in Section 7100 of the Tewksbury Zoning Bylaw

⁶ As defined in Section 10000 of the Tewksbury Zoning Bylaw

Minimum Lot Area	10,000 square feet
Minimum Frontage	50 feet
Minimum Front Yard Setback	20 feet
Minimum Side Yard Setbacks	Combined- 10 feet
Minimum Side Yard Setback when abutting a residential district	50 feet
Minimum Rear Setback	15 feet
Minimum Rear Setback when abutting a residential district	50 feet
Maximum Building Height	2.5 stories or 35 feet

8629. Special Provisions. The following special provisions apply to all development within the VROD:

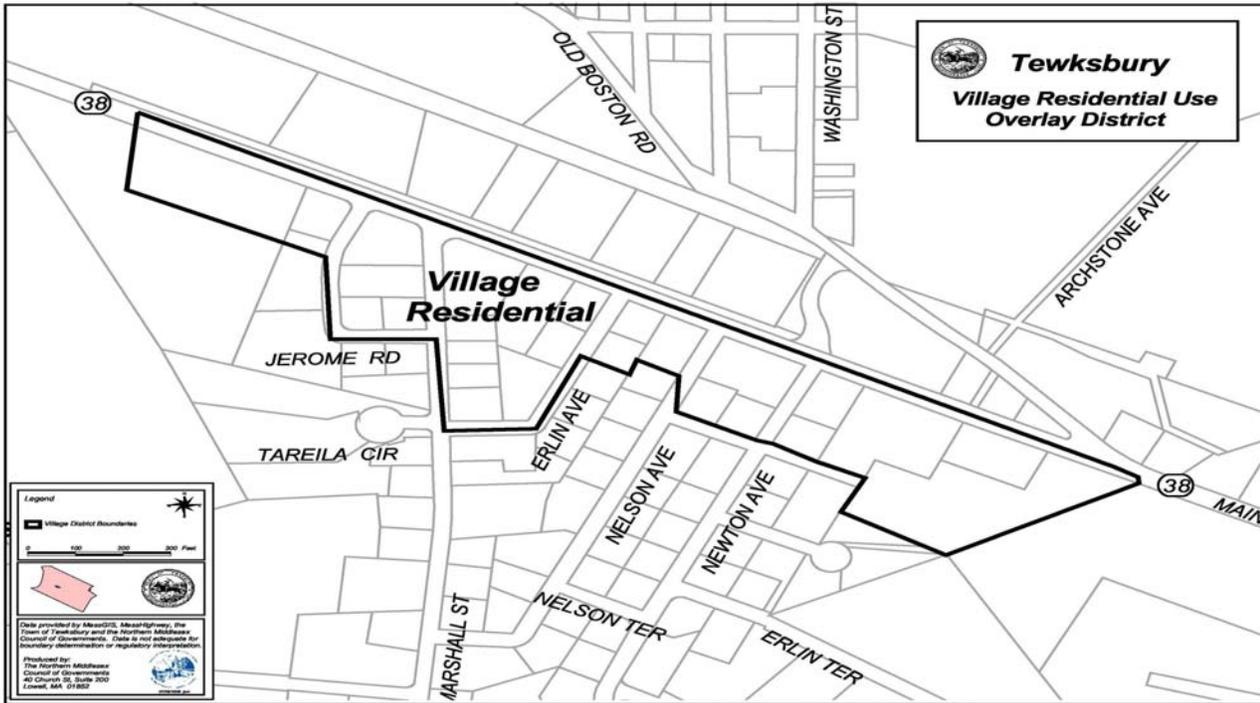
1. The minimum separation between two or more buildings on the same lot shall be 20 feet.
2. The Planning Board may modify all dimensional requirements outlined in Section 8628, except Maximum Building Height of 2.5 stories or 35 feet, and 8629.1. if, in its opinion, such modifications will result in improved design that is in keeping with Section 8621 above.
3. Frontage and Access – The Planning Board may, as part of the special permit, reduce lot frontage for a development that provides consolidated or shared access to site access, for two or more adjoining parcels, subject to a legally enforceable agreement or restriction in a form acceptable to the Planning Board and approved by Town Counsel.
4. The Zoning Board of Appeals shall not grant a variance of any use not allowed under Section 8625, nor grant a variance from any 8628 Dimensional Requirements or 8629 Special Provisions.

8630. Parking Requirements. The parking requirement for any use in the CSOD shall be the same as in the underlying zoning classification. The Planning Board may reduce the required number of parking spaces in the VROD based on the following considerations:

- a. The availability of shared parking on another property. The Board may require a shared parking agreement to be submitted as part of the application for development.
- b. The availability of public transportation.

8631. Criteria for Granting VROD Special Permit. In addition to the Criteria and considerations for actions by the Planning Board in Sections 9300 and 9400 of the Zoning Bylaw, the Planning Board shall determine that the site proposal and density of uses on the proposal shall promote the Purposes of this VROD bylaw and shall take into consideration the same criteria as set forth in the Town Center Overlay District 8611.

8632. Special Permit Conditions - The Planning Board may impose such conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the Town including, but not limited to same conditions as set forth in the Town Center Overlay District 8612.



Planning Board

Motion: Finance Committee deferred to the Planning Board

Planning Board motioned to amend the article

Planning Board recommended adoption as amended

Vote: Amendment was Adopted

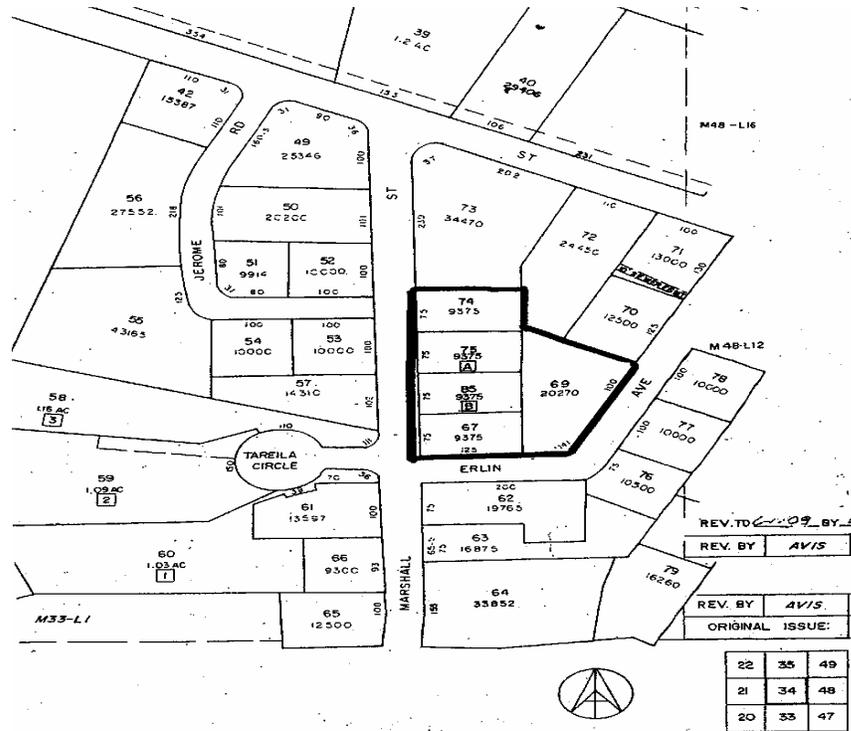
10/6/09 7:49 PM

Article 27 was Adopted as Amended No 0 / Yes 30 – Unanimous (2/3 required)

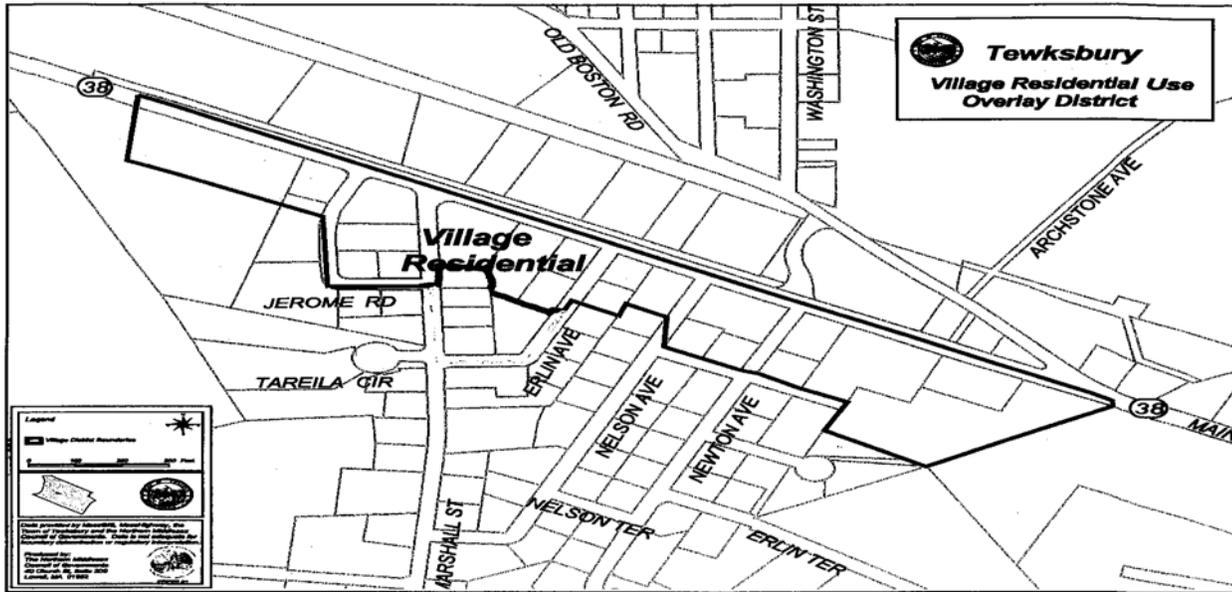
10/6/09 7:49 PM

AMENDMENT TO ARTICLE 27

Amend the map of Article 27 by deleting the parcels identified as Assessors Map 34 lots, 74, 75, 85, 67, and 69 as noted below:



So that the Village Residential Use Overlay District Map is as follows:



Executive Summary: The adoption of this article will implement a new zoning overlay district moving northwest along Main Street from the Town Center Overlay District which was approved at the Spring 2009 Special Town Meeting. This Village Residential Overlay District recognized the existing residential nature of the land described above and allows for this as well as other uses, while underlying zoning rights remain intact. This action was a recommended implementation step of Town of Tewksbury Master Plan endorsed at the 2004 Annual Town Meeting. The overlay district bylaw and design guidelines emphasize the highest quality of architectural and site design in development, increase the economic incentive for new investment and redevelopment by providing mixed-use opportunities. Design guidelines and accompanying overlay map are available at the Town Clerk's Office and Department of Community Development.

ARTICLE 28

To see if the Town will vote to reauthorize the Town Manager to solicit lease agreements for the lease of Town land, buildings, structures known as Town of Tewksbury Food Pantry located on the land on Whipple Road where the Public Works Department is located for the operation of a food pantry to serve Tewksbury residents and for a period of up to ten years and that said solicitation shall follow the other requirements of Massachusetts General Laws, Chapter 30B or take any related action.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 28 was Adopted 10/6/09 7:49 PM

Executive Summary: The Tewksbury Food Pantry has been leasing Town property to operate their program. Under State Law, Town Meeting must authorize the Town to continue to provide the opportunity to lease the property for such a program.

ARTICLE 29

To see if the Town will vote to authorize the Town Manager to solicit lease agreements for the lease of Town land, buildings, structures known as Poplar Street wellfields for the installation of wireless and cellular communication equipment, buildings, structures, and appurtenances for a period of up to ten years and that said solicitation shall follow the other requirements of Massachusetts General Laws,

Chapter 30B or take any related action.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 29 was Adopted 10/6/09 7:50 PM

Executive Summary: This will allow the Town to lease a portion of land on this parcel for the construction of wireless facilities.

ARTICLE 30

To see if the Town will vote to authorize the Town Manager to solicit lease agreements for the lease of Town land, buildings, structures known as Chandler Street wellfields for the installation of wireless and cellular communication equipment, buildings, structures, and appurtenances for a period of up to ten years and that said solicitation shall follow the other requirements of Massachusetts General Laws,

Chapter 30B or take any related action.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 30 was Adopted 10/6/09 7:50 PM

Executive Summary: This will allow the Town to lease a portion of land on this parcel for the construction of wireless facilities.

ARTICLE 31

To see if the Town will vote to reauthorize the Town Manager to solicit lease agreements for the lease of Town land, buildings, structures known as Town of Tewksbury Dog Pound located on Pond Street for the installation of wireless and cellular communication equipment, buildings, structures, and appurtenances for a period of up to ten years and that said solicitation shall follow the other requirements of Massachusetts General Laws, Chapter 30B or take any related action.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 31 was Adopted 10/6/09 7:50 PM

Executive Summary: This will allow the Town to lease again or lease for the first time a portion of land on this parcel for the construction of wireless facilities.

ARTICLE 32

To see if the Town will vote to raise and appropriate the sum of \$26,000.00 for the design and construction, and for reconstruction of sidewalks and roadways on a portion of River Road from Trull Brook to the Town line with Andover as shown on the plan entitled "River Road Transportation Improvement Project" dated February 7, 2009, prepared by Vanasse Hangen Brustlin, Inc. The Town Manager is authorized to expend these sums on behalf of the Town to acquire any fee, easement, or other interest in land by purchase, gift or otherwise, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44 Section 7(5), of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, and that the Town Manager be authorized to apply for, accept and expend any federal, state or other grants that may be available for the projects, 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 Whipple Road.

Town Manager

Motion: Finance Committee recommended adoption

Vote: Article 32 was Adopted

10/6/09 7:50 PM

Executive Summary: This will allow the Selectmen to obtain the necessary easements for the roadway reconstruction on River Road.

ARTICLE 33

To see if the Town will vote to authorize the Town Manager to solicit agreements for the lease of Town land, buildings, structures known as Police Station for the installation of wireless and cellular communication equipment, buildings, structures, and appurtenances for a period of up to ten years and that said solicitation shall follow the other requirements of Massachusetts General Laws,

Chapter 30B or take any related action.

Town Manager

Motion: Town Manager moved to withdraw

Vote: Article 33 was Withdrawn

10/6/09 7:52 PM

Executive Summary: This will allow the Town to lease a portion of land on this parcel for the construction of wireless facilities.

ARTICLE 34

To see if the Town will vote to authorize the Town Manager to solicit agreements for the lease of Town land, buildings, structures known as Easement Road wellfields for the installation of wireless and cellular communication equipment, buildings, structures, and appurtenances for a period of up to ten years and that said solicitation shall follow the other requirements of Massachusetts General Laws,

Chapter 30B or take any related action.

Town Manager

Motion: Finance Committee recommended Indefinite Postponement

Vote: Indefinite Postponement did not prevail - (Standing count - No 38 / Yes 22)

Article 34 was Adopted

10/6/09 7:55 PM

Executive Summary: This will allow the Town to lease a portion of land on this parcel for the construction of wireless facilities.

Finance Committee Chairman, Kevin Donnelly, motioned to Adjourn the October 6, 2009 Special Town Meeting, Sine Die, and this motion was Adopted.

10/6/09 7:58 PM

RESPECTFULLY SUBMITTED:
MARY-ANN O. NICHOLS, TOWN CLERK

Special State Primary

December 8, 2009

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, 1A; 3 and 3A at the Library for Precincts 2; 2A, 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 4,295 total ballots cast – 3,193 Democrat, 1,101 Republican, and 1 Libertarian.

Precinct 1	Eleanor Beattie, Warden	Peg Keefe, Clerk	Alice Carroll, Clerk
Precinct 1A	Mary A. Casazza, Warden	Anne Callahan, Clerk	
Precinct 2	Kathy Brothers, Warden	Kay Maher, Clerk	
Precinct 2A	Gail Pollard, Warden	Cheryle Laffey, Clerk	
Precinct 3	Laurence Bairstow, Warden	Judy Yarbrough, Clerk	
Precinct 3A	Mae Pilcher, Warden	Patricia McNamara, Clerk	
Precinct 4	John Coviello, Warden	Rita O'Brien Dee, Clerk	
Precinct 4A	Teresa Perrotta, Warden	Dorothy McGrath, Clerk	

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Democrat	403	374	369	303	436	439	424	445	3,193
Republican	162	140	107	117	170	164	113	128	1,101
Libertarian	0	0	1	0	0	0	0	0	1
Total	565	514	477	420	606	603	537	573	4,295

DEMOCRAT - SENATOR IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	5	1	2	1	1	0	0	1	11
Michael E. Capuano	80	87	70	68	112	118	111	112	758
Martha Coakley	228	207	217	151	232	214	218	230	1,697
Alan A. Khazei	38	30	28	32	36	42	27	41	274
Stephen G. Pagliuca	50	49	52	51	54	59	68	60	443
Write-Ins	2	0	0	0	1	6	0	1	10
Total	403	374	369	303	436	439	424	445	3,193

REPUBLICAN - SENATOR IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	1	1	0	1	0	0	0	0	3
Scott P. Brown	146	133	95	101	151	150	101	115	992
Jack E. Robinson	15	6	11	15	18	13	11	12	101
Write-Ins	0	0	1	0	1	1	1	1	5
Total	162	140	107	117	170	164	113	128	1,101

LIBERTARIAN - SENATOR IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	0	1
Total	0	0	1	0	0	0	0	0	1

Total Registered Voters	17,193
Total Votes	4,295
Percent	25.0%

ADMINISTRATION

*Board of Selectmen
Administrative Services
Parking Clerk*

*Town Manager
Board of Registrars
Town Clerk
Department of Public Works*

*Town Counsel
Housing Authority
Veteran's Services*

Board of Selectmen

During 2009, 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, sewer and water issues, the independent audit and bonding for the town. Additionally, the Board met with our state delegation, Representative James Miceli, Representative Barry Finegold and Senator Susan Tucker, on many issues important to the town. The Board also met with the department heads, representatives from National Grid and Verizon, and held hearings related to liquor licenses and Class II auto licenses.

The various board members continue to put in many hours serving on other sub committees, such as; the Financial Planning Task Force, Town Wide Budget Sub Committee, Sewer and Water Rate Study Committee, Community Preservation Committee, Town Hall Renovation Committee, Economic Development Committee, and High School Building Committee to name a few.

The Board of Selectmen wishes to extend their appreciation and thanks to all department heads, support staff and town employees for their commitment to serve the residents of this community during 2008. The board would also like to take this opportunity to thank those men and women who served the town as members of numerous appointed and elected board and committees for the time and effort expended by them in various positions in town government.

The Selectmen's Office, which is located in Town Hall, 1009 Main Street, is open Monday through Thursday from 8:00 a.m. to 4:30 p.m. for the convenience of residents. The office is closed to the public on Friday, however, you can call 978-640-4300 and your call will be returned during the day. During these hours, staff also provides notary service to residents free of charge. The Selectmen typically meet twice a month on Tuesday evenings at 7:30 p.m. Residents are welcome to attend these meetings; however, if you wish to be heard on an issue, or have the board take action on a specific matter, it is necessary to have a detailed written request presented to the Selectmen's Office prior to the Noon closing of the agenda on the Wednesday preceding each meeting. This procedure enables the selectmen to gather any pertinent information prior to the meeting and eliminates the necessity for delay in making decisions.

For your convenience, the Selectmen's meetings, as well as other board and committee meetings, continue to be televised live on Channel 10 and 33. Every attempt is made to have minutes, agendas and other important information placed on the town's website www.tewksbury.info.

BOARD OF SELECTMEN

Todd R. Johnson, Esq., Chairman
Anne Marie Stronach, Vice Chairman
Scott Wilson, Clerk
David H. Gay
Douglas W. Sears, Esq.

Town Manager

The big news for Tewksbury in 2009 was the anticipated welcoming of a new Town Manager and a new Superintendent of Schools in the same year.

After 23 years, David Cressman, the first Town Manager in the 250 year history of the Town, has moved on to a similar position in the Town of Dartmouth, Massachusetts. We all thank Dave for his years of service to the Town and wish him well in his new position.

Richard Montuori, our second Town Manager and first since 1987, arrived January 18, 2010. Richard had previously served as Town Manager in Billerica, among other towns. Most recently he was executive vice-president of the planned new municipality of Devens. We all look forward to working with Richard.

In the fall, Superintendent of Schools Dr. Christine McGrath announced that she would be leaving in June at the completion of her 19th year of service to the Town. We also wish Dr. McGrath well in her new position with the Massachusetts Association of School Superintendents.

In July, the new superintendent, Dr. John O'Connor will take up his duties with the Tewksbury School Department. He is presently superintendent in Dover, N.H..

The Town's financial situation remains uncertain. The FY2010 budget shows continued contraction of staff and services due to increase fixed costs and drops in state aid and some local receipts. That situation is expected to continue at least into FY2011.

In spite of that, there were some bright spots in the past year.

Late in 2009, the Town of Tewksbury and all other responsible municipalities and businesses, as well as concerned state and federal agencies, signed a Consent Decree and Participation Agreement outlining the financial responsibilities of the parties for remediation of the Sutton Brook Superfund Site. The terms of the agreement provide the Town with limited and well defined financial liability for this project.

The \$100,000,000 sewer project is nearing successful completion, on time. The last pipe was installed in November. Final paving will be completed within the next year.

The town-wide water meter replacement program is also planned for completion in 2011. The new, remotely read meters will provide more accurate automated readings at much lower cost.

On July 1, 2009, the town began a new automated solid waste collection program. This program will produce savings of \$200,000 per year in waste disposal costs along with a much better appearance to the Town on collection day.

Finally, it has been my honor and pleasure to serve as Interim Town Manager for the three months between Mr. Cressman's departure and Mr. Montuori's arrival. I want to thank everyone, Town officials, Town employees and Town residents, for their cooperation and support during that time period. I especially want to thank the staffs in the Town Manager's and the Assessor's offices for their assistance during that very busy time.

Jay Kelley
Interim Town Manager

Town Counsel

CHARLES J. ZAROULIS, ATTORNEY AT LAW

In 2009, Charles J. Zaroulis, Town Counsel, represented the Town of Tewksbury in litigation before the Appeals Court, Middlesex, Essex, and Hampshire Superior Courts, and the Land Court.

In addition to court and administrative hearings, Town Counsel appeared before state agencies, prepared legal documents, contracts, deeds, easements, court pleadings, legal memoranda and opinions for various departments; he has drafted by-laws and rules and regulations for Boards and has reviewed and drafted Town Meeting Articles; he has made eminent domain land takings for utility improvements and acted as hearing officer on administrative appeals.

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 co-operation again provided to him during the past year.

Charles J. Zaroulis,
Town Counsel]

Administrative Services

OFFICE HOURS ARE MONDAY THRU THURSDAY
8:30 A.M. - 4:30 P.M.

FRIDAY – CLOSED TO THE PUBLIC

Department Staff

- William Rose, Administrative Services Assistant, concentrating on Personnel Computer System, Job Postings, and New Employee Orientation, and Civil Service.
- Melanie Sitar, Administrative Services Assistant, concentrating on Employee and Retiree Benefits, Occupational Injury Compensation, and Medical Cost Analysis, COBRA and Family Medical Leave, Medicare Part D.

2009 was a busy year for the Administrative Services Department, which serves the town in the following areas:

Employee Services

- Maintaining all employee records, including medical and separate employment records.
- All town and school employees and retirees are now listed on the central database with their benefits including health, dental, and life insurance plans.
- All town employee's vacation, sick time, and personal days are tracked.
- Job Postings for all town side employment opportunities.
- Background Checks and CORI checks are accomplished on all new employees.
- New Employee Orientation

New employees are made aware of town benefits, the sexual harassment policy is distributed/explained, and payroll information is collected.

- New Health and Dental benefits were introduced, offering the employees two health plans.
- All new employees are entered in the Munis Financial Program.
- Administrative Services provides support for the Personnel Relations Review Board.
- Administrative Services reviews, corrects when needed and tracks all accrued time off for Town Employees.
- Administrative Services tracks and maintains the new Medicare Part D computer program.
- Maintaining occupational health records, coordinating and performing utilization review as needed.
- Maintaining all Civil Service Records.
- Maintaining all Family Medical Leave records.
- Maintaining all HIPPA records. Annual notification of employees regarding HIPPA regulations.
- Maintaining all records related to the Massachusetts Health Care Bill.

Respectfully,
Sandra Barbeau
Assistant to the Town Manager

Board of Registrars

Mary-Ann O. Nichols, Town Clerk
 Edward Creamer, Chairman
 Ruth Teague
 Frank Teague

Residents may register to vote at the Town Clerk's Office, Town Hall, Monday through Thursday, from 8:30 A.M. to 4:30 P.M.

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.

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. Applications for voting absentee may be requested from the Office of the Town Clerk. Information about absentee voting may be obtained by phoning the Town Clerk's Office at 640-4355.

In 1994, the Motor Voter Law became effective and this allows eligible town residents to register to vote by mail. Phone the Town Clerk's office at 640-4355 and request that a mail-in voter registration form be mailed to you and/or eligible members of your family.

RE-LOCATION OF PRECINCTS

Effective November 3, 2009, the Board of Selectmen voted to re-locate Precincts 1, 1A, 3 and 3A to the Senior Center at 175 Chandler Street, and Precincts 2, 2A, to the Library with 4 and 4A.

<u>Precincts</u>	<u>Enrollment</u>	<u>Location</u>	<u>Address</u>
Precinct 1	2,682	Senior Center	175 Chandler St. (changed from the DPW)
Precinct 1A	2,382	Senior Center	175 Chandler St. (changed from the DPW)
Precinct 3	2,835	Senior Center	175 Chandler St. (changed from Town Hall)
Precinct 3A	2,534	Senior Center	175 Chandler St. (changed from Town Hall)
Precinct 2	2,361	Library	300 Chandler St. (changed from the Teen Center)
Precinct 2A	2,361	Library	300 Chandler St. (changed from the South Fire Station)
Precinct 4	2,233	Library	300 Chandler St. (no change)
Precinct 4A	2,513	Library	300 Chandler St. (no change)

Precinct	Conservative Party	Democratic	Reform Party	Green Party USA	Green-Rainbow	Libertarian	American Interdependent Party	Republican	Interdependent 3rd Party	Unenrolled	Grand Totals
1	1	776	1			8	2	348		1,546	2,682
1A		743		1	1	5	1	274		1,357	2,382
2		722	1			6		255	2	1,375	2,361
2A		707			3	8		283	1	1,359	2,361
3		820				8	2	405	1	1,599	2,835
3A		723			1	7		303	1	1,499	2,534
4		752			1	2		222		1,256	2,233
4A		861	1		1	5	1	218	1	1,425	2,513
Grand Totals	1	6,104	3	1	7	49	6	2,308	6	11,416	19,901

Respectfully submitted,
 Mary-Ann O. Nichols
 Town Clerk

Housing Authority

It has been a busy year for the Tewksbury Housing Authority. We have added 220 new applicants for placement on our Federal and State Public Housing waiting lists. The vacancy turnovers for our elderly and disabled housing units were 25 and 4 for our Family units.

The Authority was disappointed to hear that Tewksbury was not funded for the Supportive Housing Development through a Federal 202 Program for Fiscal 2008. However, Elder Services and the Tewksbury Housing Authority have re-submitted an application in hopes to be successful in 2009's funding round that may be announced early spring of 2010.

This year our Authority performed two affordable housing lotteries for affordable rental units. One lottery held on August 3, 2009 offered 12 Project Based Section 8 subsidized one (1) and two (2) bedroom units. The second lottery held on September 8, 2009 was for a new 40B Rental Development that offered 7 one (1) and two (2) bedroom affordable units to eligible families. The Authority also assisted in a re-sale of a home through the Town's Affordable Homeowners Program.

I would like to take this opportunity to thank my fellow Board Members, Linda R. Brabant, Vice Chairman, Marc DiFruscia, Treasurer, John Deputat, Assistant Treasurer, Matthew McLaughlin, the State's Appointee, Corinne Delaney, our Executive Director; and our office staff and maintenance department for their continued dedication in providing decent, safe and affordable housing for our community.

Louise A. Gearty
Chairman

Parking Clerk

A hearing on any parking violation may be obtained upon the written request of the registered owner of the vehicle, as stated on the parking violation notice.

Year 2009 Fines collected and deposited with the Town Treasurer - \$ 8,304.80

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.

TEMPORARY HANDICAPPED PARKING PLACARD/PERMIT. (Town By-Law 8.24.020)

Any motor vehicle bearing a handicapped parking permit, a Temporary Handicapped Parking Placard/Permit, or a motor vehicle Registration Plate designating the vehicle as one used by a handicapped person, shall be authorized to park in a designated handicapped parking space. 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. For further information pertaining to the Temporary Handicap Parking Permits please notify the Town Clerk's Office at 640-4355.

Respectfully submitted,
Mary-Ann O. Nichols
Town Clerk - Parking Clerk

Town Clerk

Mary-Ann O'Brien Nichols, Town Clerk (Elected April 2008)
Denise Graffeo, Michele Sullivan, Jamie Doherty, Elena Power, Jeanine Tamboli

The Town Clerk holds office hours Monday through Thursday from 8:30 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>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
Population	33,067	32,774	32,383	30,762
Dogs Licenses	2,205	1,673	1,756	1,863
Sporting Licenses	296	227	290	276

FINANCIAL

	<u>1/1/09-12/31/09</u>	<u>1/1/08-12/31/08</u>
Fees to Town Treasurer	39,467.90	33,744.36
Dog Fees to Treasurer	44,416.00	18,918.00
Sporting Licenses to State	7,096.25	6,779.85
Marijuana Fines	2,300.00	0
Records Preservation (Revolving 7/1-12/31)	4,565.00	0
Parking Fines to Town Treasurer	8,304.80	11,629.80
Passport Fees	7,300.00	6,990.00
TOTAL	\$ 113,449.95	\$ 78,360.51

VITAL STATISTICS

	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>
Birth	273	275	226	245	278
Marriages	113	130	123	112	116
Deaths	302	255	222	259	244

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.

E911 DISABILITY NOTIFICATION FORM

This notification will provide additional information to the Public Safety Officials so they will be better prepared to serve you.

ALERTING PUBLIC SAFETY OFFICIALS: POLICE, FIRE & AMBULANCE SERVICE

You or any individual residing at your address who communicates over the phone by a TTY and/or has a disability that may hinder evacuation or transport, may request an E911 Disability Notification Form from the Police Department by calling 978-640-4381, Monday-Friday, 8:30 AM to 4:30 PM.

PASSPORT ACCEPTANCE AGENCY – TOWN CLERK OFFICE

Town Clerk Mary-Ann Nichols, and Assistant Town Clerk Denise Graffeo are qualified as Passport Acceptance Agents by the U.S. Department of State Passport Acceptance Program.

The Town Clerk's Office offering the Passport Service Monday through Thursday, 9:00 AM to 4:00 PM at the Town Hall, 1009 Main Street

Year 2009 – 292 Passport Applications Processed - \$7,300.00 in execution fees (\$25 per passport) Collected and Deposited with Treasurer.

Veterans' Services

**OFFICE HOURS ARE MONDAY THROUGH FRIDAY
8:00AM - 4:30PM**

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 2010, 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 Assistance
Burial Allowance	Disability Assistance
Drug & Alcohol Treatment	Medicare Part D assistance
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 Department of Public Works is to support and enhance the quality of life for residents, businesses and visitors by providing services to manage and upgrade the Town's infrastructure in the most efficient manner, and provide design, construction and maintenance solutions for roads, traffic and drainage systems, trees, sanitary sewers, water production and distribution in order to maximize benefits and convenience to the public.

ADMINISTRATION

During the calendar year 2009, the Administration Division lost the long-time service of Linda Monahan due to retirement. Linda was a key member of the department who will be sorely missed. Her understanding of office policies and procedures, operations and resident's needs helped make the Department a more effective organization. We thank her for her service and dedication and wish her well in her retirement.

Also in 2009, the consolidation of the Engineering Division into DPW organization, formerly of the Community Development Department, was completed. This initiated a number of changes to the Department's administrative process, planning and operations. The purpose for the integration effort is to ultimately operate as one comprehensive organizational structure focusing on infrastructure. Embracing the spirit of the consolidation will result in greater project efficiencies and collaboration across DPW divisions, with the ultimate goal of delivering customer service and safety.

Currently, the Administrative Division is comprised of the Superintendent of Public Works and one (1) Administrative Secretary. Assistance has been provided by clerical staff from the Community Development Department. The Administrative Div. oversees the daily operations of the Department of Public Works and is responsible for all long range planning. The administrative staff coordinate the department's daily activities, develops and manages the annual operating, capital improvement and capital equipment budgets for each division, prepares personnel and payroll records of the department's personnel, processes vendor invoices for payment, works with the Community Development Department Administers the issuance of driveway and utility road opening permits. This division also assists with the review of plans of proposed subdivisions to insure compliance with town by-laws, regulations and with DPW standards within areas that may be presented for acceptance and perpetual maintenance. Also, the Administration Division prepares specifications and bid documents for the procurement of goods and services, equipment and construction contracts for all of the divisions, assists with the hiring of new staff, assists with labor negotiations and manages labor agreement issues, develops, implements and enforces departmental policies, coordinates the administrative support for all divisions of the department and handles all public inquiries.

Major Projects:

Water Meter and Transmitting Unit Installation – The meter replacement project is an on-going project to replace all water meters within the town. The project began in the spring of 2008 with a completion schedule for Dec 2010. Presently more than 55% of all residential and commercial meters have been installed.

Second Meter Permits – Regulations were developed to establish uniform requirements for the installation of secondary water meters for the purpose of outside use only. These meters are not intended for domestic drinking water, commercial and manufacturing use. Meter permits were first available during the month of July; 26 permits were approved during 2009.

Permits and Inspections - (Driveway Permits and Street Opening)

The Administration Division had been responsible for issuing driveway and street opening permits. In July Community Development Department began issuing, with sign-off by the Department of Public Works, all permits. This effort consolidated all application and administration of permitting within one department simplifying the permitting process for customers. The DPW is still responsible for final inspections on Driveway and Street openings.

The Administration Division provided administrative oversight for on-going design work by the Town's consulting transportation engineer, VHB, encompassing drainage and roadway improvements on River Road from the Andover town line to Trull Brook and installation of traffic signals at East and Livingston Streets.

ENGINEERING DIVISION

This year the engineering division has been transferred from Community Development to the Department of Public Works allowing the town engineer to manage all infrastructure projects and project management personnel. The engineering division is composed of the Town Engineer and two engineering project managers, who provide analytical analyses and design, develop plans, specifications and project estimates, manage and coordinate construction support for the Department of Public Works. This includes the utilities, water and sewer, as well as storm-water, drainage and roadway design.

All water, sewer and gas services as well as driveway installations are inspected and approved onsite by the engineering staff. In addition, drain-layers are approved and licensed by the engineering division.

In the locations where the sewer utility is available to the public, engineering issued permits to construct, repair, extend or connect to the municipal system per approved plans. The Community Development Permit Technicians track all permit documentation. A total of approximately 352 sewer connection permits were issued during the 2009 construction season.

The engineering division works closely with other Town departments to assist with planning and conservation review as well as traffic management. They provide technical support to Town Counsel for miscellaneous legalities. In addition, the GIS mapping is created and updated by the engineering personnel.

The following is the division's accomplishments for year 2009. This year, the Town is proud to announce that all Sewer Expansion pipe has been installed as scheduled. Final paving should be completed through the sewer program during the summer of 2010. In addition to the Sewer Expansion project, the Town has paved Pinnacle Street, a section of Livingston Street, a section of East Street, Cobbett Street, and Ellington Road. Drainage improvements have been made beginning with 10 ft by 5 ft twin box culverts at East Street and Strongwater Brook, an 18 inch reinforced concrete culvert was installed at Pinnacle Street, a 12 inch ductile iron culvert was replaced at East Street at Manley Brook, a 12 inch ductile iron culvert replacement on Cobbett Street, and miscellaneous drainage basins were either installed or replaced throughout town. Seven existing sewer pump stations have been rehabilitated, locations including East Street, Andover Street, Dunvegan Road, New Jersey Road, Westland Drive, Robinson Avenue and Florence Avenue. The meter change out program throughout town is being managed by the engineering division where approximately 6081 residential and 467 commercial meters have been replaced to date. This is an intense program and requires a high level of coordination by our project manager to function smoothly and to result in success. This program should be completed in 2010. In addition, the Engineering division has been lucky enough to have summer interns to help GPS our drainage structures that is required by every Town through the EPA.

This was a high paced successful year for engineering and we look forward to the new year's challenges. Please visit our web site at http://www.tewksbury-ma.gov/Pages/TewksburyMA_Engineering/index for updated information throughout the year.

Town Engineer, Michele Stein, P.E.

HIGHWAY DIVISION:

The division was very active again with 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 installations, traffic pavement markings for school and pedestrian crosswalks, periodic jetting of drain lines and the cleaning of culverts and drainage ditches. In addition, the division constructed storm water leaching basins to alleviate some of the street flooding where no drainage system exists. The division also provides assistance to other departments through service requests requiring carpentry, masonry, painting and other specialized skills. Examples of these duties are the repairing or replacement and installation of doors, window AC units, minor repair of roofing on municipal buildings and other facilities. When inclement and emergency-related weather events dictate, the Division assumes more challenging duties. The skill and dedication of the DPW staff, while operating heavy duty trucks and other specialized equipment, are unique to the overall winter work operations when pre-treating roads with de-icing chemicals and plowing of streets, schools, sidewalks and municipal parking lots to insure that all motorists and pedestrian traffic are safe and secure while commuting in and around the Town of Tewksbury. Lastly, over the past two years catch basin cleaning has been removed from the Division's budget. However, a portion of year end savings for the FY09 budget was used to clean 440 basins. More attention needs to be focused in this area where more than 2400 basins exist in the system.

Another retirement during the 2009 year was our long-term Highway Supervisor, Mr. Ernie Lightfoot. Mr. Lightfoot started with the Department of Public Works in 1972 and rose through the ranks to Highway Supervisor. His long-term dedication and service to the Town will be missed.

FORESTRY DIVISION:

The Forestry Division and the Highway Division staff were formally consolidated into a single Division under the direction of the Forestry Supervisor. This division is comprised of a staff of four: one (1) Division Supervisor/Tree Warden, one (1) SHMEO/Tree Surgeon and two (2) HMEO/Tree climbers. The division is responsible for the maintenance and care of all town owned trees within the Town property. In addition, it assists with snow and ice operations, holiday lighting and special community activities.

Trees Removed by Forestry staff after proper notification and posting: 97

Trees removed through the National Grid Hazard Tree Mitigation Program: 38
(assistance was provided to National Grid by DPW staff)

Roadside brush control/ mowed: 31 Road miles

Screened leaf compost and made available to residents: 1200 yards

Stump grinding/removed: 18

Additional responsibilities: Preparation of the Holiday lighting on the Town's Common; Cleared and maintained storm-water culverts from being blocked, compounding water and flooding properties; Cut and chipped trees and brush associated with the

Ames Hill water tank restoration project; Relocated, prepared and managed compost site at Poplar St. by windrowing and turning leaves on a regularly scheduled basis; Recycled Christmas trees dropped at the Department of Public Works facility on Whipple Rd.; Regularly trimmed low hanging and interfering branches associated with the Sewer installation project.

Forestry Division Supervisor, William Chandler

WATER/SEWER DIVISION:

The Water and Sewer Division, with a staff of nine (9) full time and one (1) part time employees comprising of; one (1) Water / Sewer Distribution Division Supervisor, two (2) Crew Leaders, one for Water distribution and the other for Sewer distribution, one (1) Special Heavy Motor Equipment Operator, four (4) Heavy Motor Equipment Operators, one (1) Full time Meter Reader / Meter Repair Man/ HMEO, and one (1) Part-Time Meter Reader. These employees are responsible for ensuring the integrity of the water distribution and sewer collection systems. The water distribution system includes approximately 160 miles of water mains, 10,000 water services, 1,400 fire hydrants and thousands of water main valves; while the Town's sewer infrastructure consists of approx. 180 miles of gravity and forced sewer mains. Now that the sewer's pipe construction has been completed as of November 2009 the Town has forty six (46) active sewerage pumping stations throughout the Town directing sewerage to the Lowell Waste Water Treatment Plant

The year 2009, once again was a very active year for our Water/Sewer Division employees who put in long hours with the on-going town wide sewer installation project, water main breaks, and new water meter installations, along with our normally assigned responsibilities. Some of these duties consist of numerous water service repair calls, water main, transmission lines, and service breaks, low pressure calls, dirty water calls, 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 six (46) sewerage pumping stations on a daily basis, checking and at times flushing the sewer lines all over town, repairing sewer manholes, responding to and clearing sewerage backups, and numerous other jobs performed by the employees mentioned above.

All water meters are read twice a year in the spring and fall by division staff. New Badger water meters and MTU units are now being installed throughout Town to all homes and commercial buildings which started in 2008. 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 be transmitted to the Town Hall Annex water billing office computer. The new water meter replacement project will take approx. three (3) years ending in 2011. We also assist the private meter installers with water service shutoffs if the meter valve does not shut off properly.

The Town also started in 2009 a secondary water meter program to allow residents to install a dedicated water meter for outside irrigation sprinkler lines only.

All of the above mentioned was quite an accomplishment due to the fact that approx. 90% of the division's time is consumed by the on-going sewer project which includes pre-marking all water mains for sewer design for phases 8, 9, 10, and 11 and water services for test borings, then marking water services and water mains for the actual construction of the new sewer lines being installed. Shutting off the water to effected streets because of water main breaks and water main upgrades. Checking all water shutoff valves in these sewer phases to make sure we can get a wrench on them in case of a planned or emergency shutdown. There are also times we have to remark some services and mains where the markings were lost due to actual construction. The division also assists the contractors in the removal and construction of new water mains within the sewer project.

In the years of 2007/2008, the Town and the engineering firm of Wright/Pierce from Andover, Ma. developed requirements and specifications for the upgrading of seven (7) of the Town's oldest sewer pumping stations. In late 2008, the Town and Wright/Pierce signed an agreement with Methuen Construction to start the construction process in 2009. Most of these seven pumping stations have been pumping non stop 24/7 for the past 26 years and are in need of upgrading. The seven (7) sewer pumping stations to be upgraded to current electrical, mechanical and telemetry technologies are East Street, Andover Street, Florence Avenue, Westland Drive, New Jersey Road, Dunvegan Road, and Robinson Avenue. Construction for this project started in September of 2009 and is scheduled to be completed in February of 2010.

The Water/Sewer Division also puts in long hours assisting the Highway/Tree Division with sanding and salting operations and snow removal during the winter months, flooding, downed trees and other projects requiring our assistance in winter, spring, summer, and fall.

The employees of this division have once again done an exceptional job considering the workload that is assigned to them all year long day or night, especially with the lack of manpower this division encounters on a daily basis.

Water/Sewer Division Supervisor, George W. DeRoche

WATER TREATMENT FILTRATION DIVISION:

The Tewksbury Water Treatment Plant is a 7.0 MGD conventional treatment facility which uses Chlorine Dioxide as its primary disinfectant/oxidant. The facility draws water from the Merrimack River which is treated using coagulation, flocculation and dual media activated carbon/sand filters. The plant operates 24/7 and produces close to 1 billion gallons of potable water per year.

Also, almost 2 Million gallons of liquid sludge is dried and converted to a filter cake which is transported on a weekly basis to be used as daily cover fill at a nearby landfill. Continued re-use and Beneficial Use Designations (BUD) have dramatically reduced our disposal costs of Alum Residuals.

In order to operate the plant the Town employs six certified operators, one maintenance mechanic, one chemist and one Chief Operating Engineer.

In addition to monitoring the drinking water process by performing process testing every four hours, the plant operators also monitor the Towns 48 sewer pump stations at night and on weekends via the Mission wireless system.

Notable projects to date include the installation of the Old Main Street control valve which is used to balance the system pressures and to improve water quality. The Old Main Street control valve maintains a balance in the pressure between the Ames Hill tanks in North Tewksbury and the Astle Street tank in West Tewksbury. This system allows for the water level in each storage tank to move in harmony, therefore changing more than 10% of the tank volumes each day.

The new Ames Hill booster pump station is now online, this station is used to pump water to the higher elevations of the Ames Hill area. Advantages of this new station include multiple pumps providing redundancy and increasing reliability. Pumps with sophisticated pressure control systems which eliminate the typical on-off-on pressure surges, and finally back-up power via a diesel generator.

Activation of the new Powered Activated Carbon (PAC) system used to help control disinfection by-products, taste and odor and act as a flocculation aid. Powered carbon is added to the pre-treatment to float around with the process and absorb various compounds such as chlorite, THM's and other miniscule amounts of geosimin or Iso-borneol (taste and odor compounds).

Lastly, a full year has past since the conversation of Potassium Hydroxide (PH) to Sodium Hydroxide (SH) at the water plant, which is used to increase the alkalinity and pH of the water. Plant staff had researched alternatives to Potassium Hydroxide, which had become very expensive. One truckload of PH cost over \$22,500 dollars and lasted about 6-7 weeks. Sodium Hydroxide now costs \$5,200 per truckload and lasts about 10 weeks. Potassium Hydroxide has come down in price since last year but the savings are still substantial.

FLEET MAINTENANCE DIVISION:

The Fleet Maintenance Division with a staff of three (3) consists of one (1) Fleet Maintenance Division Supervisor, one (1) Motor Equipment Repairman and one (1) Motor Equipment Maintenance Man. The Fleet Maintenance Division is responsible for the development and implementation of professional fleet management standards and practices, the design and procurement of all public works vehicles and equipment. The Fleet Maintenance Division also provides critical support of vehicle maintenance of other departments within the Town.

The Divisions goal is to provide the DPW with the most functionally effective equipment possible, to maintain the equipment at a high state of readiness, to preserve the residual value of the equipment and its component parts, and to minimize or eliminate unscheduled maintenance which can cripple the operational efficiency of the department.

Vehicles & Equipment Serviced:

A fleet total of 113 pieces of equipment and vehicles were serviced and maintained.

93 DPW
30 Police
Multiple seasonal

CONCLUSION

In closing, I would like to thank all of the Department of Public Works Staff for their continued commitment to insure that all divisions work in unison to improve and maintain the town's infrastructure and sustain essential services to the residents of Tewksbury during these fiscally difficult years.

COMMUNITY ACTIVITIES

*Library Trustees
Recycling Committee*

*Council on Aging
Historical Commission*

Parks & Recreation Department

Library Trustees



Board of Library Trustees, 2009-2010

Joseph Frank, Chairman Patrick Joyce
Paul Fortunato Brenda Orio
Patricia Pino Eugene Walsh

As the state-wide economic downturn continued the library staff and board of trustees were again faced with deep budget reductions in 2009. The library applied for our third consecutive waiver from the Board of Library Commissioners in October and is awaiting their decision on our certification status in February.

Faced with the layoff of our teen services librarian in July, all teen programming ceased, including our classes for teachers and students at the High School. Deep reductions were also made to our books and materials budget which effects availability of popular materials and will result in a 50% reduction in the state aid funds that we receive.

Despite these financial difficulties the library staff continued to work on meeting the goals set forth in our strategic plan and was able to maintain most of the critical services our patrons depend on: computer access, quality programming for children and adults, and an excellent selection of materials to borrow.

Highlights of 2009:

- Another successful grant application to the Praxair Foundation allowed us to launch a series of free computer classes using our new mobile computer lab.
- The Board of Trustees generously funded the replacement of 14 of our public internet computers.
- Attendance at Children's programs surpassed 9,000.
- School library nights for the Heath Brook, Trahan and Wynn schools drew over 400 students and parents.
- Monthly art exhibitions throughout the library by the Tewksbury Community of Artists and other groups continued, with the addition of easels for exhibits on the second floor.
- Tewksbury patrons borrowed over 25,000 items from other libraries.
- The library launched its new and improved website in conjunction with the Town.
- Our Friends group tripled its membership and launched an "adopt-a-book" fundraising campaign.

The upcoming year promises to be even more challenging economically, but the staff and trustees of the library are ready to meet that challenge and continue to deliver superior library service to the residents of Tewksbury.

The Trustees are grateful to the library staff for their excellent service:

Director :	Jen Hinderer	
Librarians:	Noelle Couture, Children's Erin Matlin, Technical Services Freyja Sanger, Reference	
Specialists:	Amy Martin, Children's Joyce Salvato, Technology	
Clerical Assistants:	Judy Bangs Cheryl Faherty Gail Holland Joanne Toppin	Jennifer Burke Robert Hayes Helen Mooney

Building Maintenance: Michael Deshler
Executive Secretary: Mary Toombs

Library Hours:

Monday – Wednesday 10 a.m. – 8 p.m.
Thursday – Friday 10 a.m. – 5 p.m.
Saturday 9 a.m. – 5 p.m.
Closed Saturdays in July and August.

Library activity “At a Glance”: a selection of statistics from our annual report to the Massachusetts Board of Library Commissioners.

Collection size	92,125
Number of registered borrowers	19,902
Circulation (number of items checked out)	254,590
Number of computer users	27,404
Meeting room use	483
Number of adult and teen programs	39
Attendance at adult and teen programs	662
Number of children’s programs	344
Attendance at children’s programs	9504
Number of volunteers	27
Hours of volunteer service	1070

Council On Aging

At the close of 2009, the function hall at the Senior Center echoed with the sounds of a Guy Lombardo Band and the lyrics of Robert Burns as everyone gathered to bring in the New Year singing “Auld Lang Syne”...symbolizing an ending and a new beginning.

Looking back on 2009, the Council on Aging and Town of Tewksbury can take pride in its accomplishments and efforts on behalf of the town elderly and all town residents. 2009 was a good year in that the Council survived the hardship of the cuts in its budget. In the fall of 2008, the Council established the Snooti Patooti Gift Boutique and the Upscale Consignment Boutique. These two boutiques became an alternate source creating funds for programs and activities since all program money was cut from the budget in FY 2009. A year later in the fall of 2009, the boutiques held an open house and celebrated the fact that the combined efforts of both shops and its volunteers realized \$16,000 for the COA Revolving Account in the first year.

In 2009, the new Senior Center served as a venue for the following agencies, organizations and events:

Historical Society	Town Historical Committee	Community Development
Mass Arts Council	Tewksbury Garden Club	Tewksbury Piecemakers
Golden Age Club	Chamber of Commerce	Executive Office of Elder Affairs
Girls Basketball	Youth Soccer	Red Hat Carnation Belles
Assessors Office	Girl Scouts & Brownies	Assisted Living Facilities
Meals on Wheels	Community Teamwork, Inc.	Police & Fire Departments
Local Hospitals	Town Elections	Emergency Shelter Location
School Department	BOH Flu Clinics & Fair	Elder Services of the Merrimack Valley
Murphy's Run	Patriotic Committee	275 th Town Anniversary Committee
Lowell VNA	Mothers & More Assoc.	Emerald Court Residents Association
AARP Tax Site	Fuel Assistance Intake Site	Beacon Hospice Bereavement Group

Several memorable events in 2009 were: The Annual Health Fair; Seasonal and H1N1 Flu Clinics by the BOH; the Garden Club Flowers in Bloom and Wine Tasting Evening; the Piecemakers Quilt Show; Maria DiCiaccio's production of “Cole Porter”; the Methodist Church's “Face of God” performance by Rob Surette”; the October 275th Anniversary Celebration; and the wonderful Tewksbury High School Reunion for those who graduated during the years of 1935 to 1959. With 260 graduates in attendance, this had to be the nicest and most memorable event held at the Senior Center.

During the year, the Friends of the Elderly held breakfast benefits, yard sales, fairs, an Annual Tea, a Showcase of Creativity and monthly dances all of which were fundraisers for the Senior Center. The Friends advanced \$9,200 to the Town to support the HVAC maintenance contract and paid for the landscaping and improvements of the outside grounds in 2009. In September, the Seniors held their 12th Annual Mary Ann Wareham Golf Tournament at the Indian Ridge Country Club raising close to \$5,000.

The Executive Office of Elder Affairs Formula Grant award supplemented the COA exercise programs and the purchase of additional chairs and stage equipment. Funding contributed by the Ames Pond/Hanover Project to the Town for the Senior Center contractual work was a great asset to the Town in finalizing the project and needed work.

Through our Senior Center Volunteers, wreaths for Memorial Day were refurbished; corsages, boutonnieres and gown alterations were done for the Knight's Special Prom Night.

The above events and accomplishments of the Council on Aging and its Volunteers along with the 40+ programs and activities that are held each week are part of the up-side of the department. Among these programs the following were new programs: two (2) Men's Yoga classes, two (2) Wii Bowling League sessions; Acting 101; Therapeutic Yoga; Traditional Line Dance; Billiards Lessons and newly established tournaments falling under the Massachusetts Senior Olympics Program. Likewise the Merrimack Valley Nutrition Project saw an increase in the number of Meals on Wheels home deliveries to that of 65 recipients each day. Towards the end of 2009, Volunteers re-established the Senior Center Newsletter – “Senior Moments” which has proven to be a great success. It should also be noted that our “Swinging Senior Chorus” and the Silver Tones Band continued to enrich the community with numerous concerts during the year.

The down side of the 2009 was that of unmet needs and additional budget cuts. At the onset of the FY10 budget in July of 2009, the Council Building Maintenance position was cut to 32 hours per week; and, to remedy other deficits the Senior Center went to a four day week and closed on Fridays. These conditions led to the tightening of scheduling program within the confines of four days. The other down side of our current financial circumstances is the lack of administrative staff and efforts in outreach ... reaching those homebound and frail elders.

If one has been to the Senior Center, one will have noticed that there is a giraffe in the café area. This piece was donated in an effort to lend a whimsical flair to the environment but at the same time it exemplified the message that “whatever happens - keep your head up high”... and that's just what everyone is doing at the Senior Center. Our Council, Staff and Volunteers strive to

make the best of what we have – strive to come up with new and innovative ideas to make things work ... to make life better. The Center is an up-lifting venue, a home away from home, where one can be himself/herself and be comfortable amongst his/her peers. One can converse with someone that is feeling the same things, going through the same ordeals and aging with grace and dignity.

On behalf of the Council on Aging, a note of appreciation and thanks is extended to the residents of Tewksbury, to our Town departments and employees for the assistance they have extended over the past year, to those that have patronized our events and lastly but far from least to our Senior Center VOLUNTEERS. You have all been a big part of the Council's success.

And when December 31st rolls around again and we are at the threshold of 2011 if you're in the vicinity you will hear the sounds and warmth of "Auld Lang Syne" for we will not forget old acquaintances ... and we will take a cup of kindness yet for times gone by"!

Respectfully submitted:
Linda Ricardo-Brabant

Council on Aging 2009 Members

Chairman, Joel Deputat
Vice Chairman, Warren Layne
Treasurer, Marie Durgan
Clerk, Joan Unger
Joanne Aldrich
Carolyn French
Ellen (Peg) Keefe
Rose McKenna
Lorene Patch
Bernice Sprague
Mark Wood

Alternate Members

Dvoralyn (Dee) Kerr
Paul McNaught
Virginia Desmond

COA Staff

Linda R Brabant, Director
Robert Noel, Building Maintenance

Senior Center Hours

Monday 8 AM – 9 PM
Tues/Weds. 8 AM – 6 PM
Thursday 8 AM – 3:30 PM

The Senior Center is also open at various times for special occasions.
Telephone 978-640-4480
Fax 978-640-4483
E-Mail: lbrabant@tewksbury-ma.gov

Parks & Recreation Department

The Recreation Department is located at 286 Livingston Street, inside the Youth Center.

Summer Programs: The Recreation Department offers three different summer programs: Preschool Play Pals, Livingston Street, and Camp Pohelo. These programs have been growing over the past several years. Each program has made significant changes to continue to improve on its previous year's success. The three programs are outlined below:

Preschool Play Pals

This program is offered for children ages 3-6 and is held at the Recreation Center on Livingston Street. This program gives parents the option of seven, one-week sessions to choose from. Each session is from 9am – 1:30pm. Preschool Play Pals includes many fun indoor and outdoor games and crafts for the children. Each week is based on a different theme i.e., *All About Me, Community Helpers, Rainbow of Colors, Under the Sea, What's Your Transportation, Farm Animals, and Outer Space*. Each day is different from the one before. The schedule changes and the children are always having a blast! Some of our toys include a water slide, small toddler pool, sand boxes, hoola hoops, jump ropes, kick balls, sprinklers and much more! There is also Funway Park where the children love to ride the swings, build sand castles, and play for hours. There is also a big screen TV for the children to watch a movie and take a rest. We have it all, don't miss out!

Livingston Street Program

This program is for children ages 6-13, at Livingston Street Park and most importantly, it is designed to fit your schedule. Parents/Guardians first choose either an 8 week or 6 week program. Next, they must choose either a Half Day or Full Day, 9:00am to 2:00pm or 7:30am to 5:30pm. Either Way, the summer always flies by as we keep the children busy with many activities and field trips. Some of the field trips have included the Boston Duck Tours, Boston Aquarium, Basketball Hall of Fame, Pawtucket Red Sox Baseball Trip, Philip's Academy ice skating, Reading I-Max Theatre, and of course, the old time favorites like Canobie Lake, Six Flags New England, and Water Country. Outdoors at the park, the children enjoy playing tennis, basketball, arena soccer, whiffleball, kickball, flag football, capture the flag, board games, and so much more! Each day we also offer arts and crafts, drama club, movies, gimp, and many other hands on activities. We have a large tent in the back of the Recreation Department which comes in handy on rainy days and is also a great way to get the children out of the sun. Under the tent is set up for playing games such as pool, ping-pong, fuse ball, board games, corn toss, and bean bag toss. On alternating Wednesday mornings, we show movies on a large projection screen under the tent.

Our end-of-the summer party is always a hit with the children and their families. We have a disc jockey provide music, while the children and their families play on rides, participate in games, have their faces painted, apply temporary tattoos, jump on bouncers, race in the obstacle course, ride the train, make cotton candy and sundaes, and entertain a crowd at the Annual Children's Talent Show. Fried dough, popcorn, drinks, and ice cream sundaes are provided for all the children and their families.

We are always happy to hear suggestions and, as always, it is our hope to continuously improve the program and offer the children a variety of fun and safe activities.

Camp Pohelo

This Exceptional Children's Program provides recreational opportunities to Tewksbury residents, ages 3-21, who have an active IEP.

During the summer, we have a six-week program that is held at the Loella Dewing School from 9:00am to 2:00pm. Children participate in a variety of activities including arts and crafts, games, board games and athletics. The children also go on field trips to the Movie Theatre and the Bowladrome in Woburn. Children are provided transportation home from this program, but getting to the Dewing school is the parent's responsibility.

The Recreation Department also offers other programs throughout the year for children and teens, including:

School Vacation Weeks & School Holidays/Teacher Workshops

The Recreation Department offers an Extended Day Program (7:30am-5:30pm) during the February, April and December school vacations. Children, ages 6-14, can participate in a variety of activities, including air hockey, pool, video games, projection screen TV, ping-pong, arts and crafts, outdoor activities, and much more. Field trips are also offered during these weeks to places such as Chunky's, Good Times Arcade, Jump on In Gym, and Rye Airfield to name a few.

Snow Days

When it's snowing outside, school's been canceled, you have to be to work.... don't fret, bring your kids to the "Rec." The Recreation Department has a snow day program in place to fix these last minute stresses. When school is cancelled due to snow or inclement weather, parents can bring their children to the Recreation Center for the day. On these days, the Rec. will be open from 7:30am to 5:30pm for \$25 per day per child. Please call the Recreation Department at 978-640-4460 for more details.

Youth Center

The Youth Center is open for children in grades 5-8 Mondays through Friday from 2pm - 6pm. All hours are subject to change depending on member participation and **volunteers**.

The Youth Center provides a safe, supervised place for children to socialize with their friends, while playing air hockey, pool, ping-pong, Dance/Dance Revolution, Karaoke, Rock Band, Wii and more. The Youth Center sponsors dances under the tent on Friday nights in the spring and summer. The Youth Center is also instituting some different events such as Break Dancing & Hip Hop group lessons at Dance Infusion Studio, a Karate Demonstration at Self-Defense Institute, St. Patrick's Day party, a Super bowl Party and their annual Pool Tournament.

The New Year's Eve party was a huge success with Hip Hop & Break Dancing, a dance off, Team Games, and much more.

The Youth Center operates mainly on fundraisers. Our largest fundraiser was the Livingston Street Terror and Family Hayride during the month of October. Sadly this year, we were unable to old this fundraiser but are looking forward to having it again in the future.

The Youth Center relies heavily on **volunteers** for activities and fundraisers and we are always looking for **volunteers** to help us out. Anyone who is interested in **volunteering**, should contact the Recreation Department at 978-640-4460.

Family Recreation Events and Programs

Father Daughter Valentine's Day Dance

On February 8th, we held our eighth annual Father/Daughter Valentine Dance at the Tewksbury Country Club. It was another sold out event. We held three sessions this year to try and accommodate more children. The sessions were as follows: ages 4-6 attended from 2pm-3:30pm, ages 7-9 attended from 4pm - 5:30pm, and ages 10-13 attended from 6pm.- 7:30pm. As always it was great to see so many fathers in shirts and ties dancing with their daughters who are also dressed for the occasion.

Safe Halloween

Safe Halloween this year was held on Halloween. We had a beautiful day and the event was a huge success yet again. Many families came outdoors to share in all the fun. Children wearing costumes were treated to a goody bag and were able to participate in a costume contest for prizes. We also had a "Bring Your Own" scarecrow and pumpkin decorated contest for prizes. A disc jockey provided music so the children could dance with the monsters from the Haunted House. We also had rides, games and free cotton candy, popcorn, and hot chocolate for everyone.

Junior Golf Clinic

A Junior Golf Clinic was offered during the summer for children ages 5-11. Golf lessons were provided weeknights by Golf Pro Michael Rogers at Livingston Street and finished up with a round of golf at the Tewksbury Country Club.

Tennis Lessons

Tennis lessons were offered for adults and children of all ages. Mary MacDonald, Tewksbury High School Coach, provided lessons during the summer for all those that were pre-registered.

Preschool T-Ball Program

This program is for children ages 3-5. It is a 6 week program for children who want to learn the basic skills of batting, fielding, throwing and base running. It was held on Thursday nights beginning in May on State Field.

Preschool Soccer Program

Children ages 3-5 participated in learning basic soccer skills and playing on teams with other children. This was a Thursday night program, lasting 6 sessions, leading into a finale of games and a banquet. Children enjoyed passing, shooting, running, and most of all having fun with their friends and coaches!

Preschool Basketball Program

Hoops, Hoops, and more Hoops! Kiddos ages 4-6 met at the Trahan School Gym and had plenty of fun learning defense, shooting, passing and dribbling! This program ran for 6 weeks on Thursday nights.

Imagination Station

Preschool aged children are invited to a session of fun at the Recreation Center. Each Wednesday is given a different theme and the children listen to a story matching this idea. Next they venture on over to the craft table where there is a craft set up to let their imagination take over. Each child is given a snack, drink, and a treat.

Easter Egg Hunt

The Easter Egg Hunt is for children 4th grade and under. Children will be hunting for eggs that have been designated points. Eggs will be hidden throughout the park on Livingston Street and stuffed with candy and prizes. The Easter Bunny will also be hopping around all day for pictures, clues, and hugs!

Dog Frisbee Contest

This fun filled outdoor event is quickly growing. In its sixth year, nearly 45 teams entered in one event or another. Families could bring their dog and enter them in the events, or just sit back and watch the show! This is really something to see! If you think your dog is pretty smart, check out some of these guys!

Children's Opportunity Fair

This fair allows parents in town to research and compare all of the programs that this community has to offer for their children. This is truly quite a show! With over 30 vendors and hundreds of parents, it's a very popular event! This year, the fair will be held at the Tewksbury Memorial High School in early April. Needless to say, this will be an annual event for the Recreation Department.

Basketball/Tennis Courts

The basketball and tennis courts were busy again this year with lots of activity throughout the spring, summer and fall. There were lots of pick-up basketball games.

Skate Park

The skate park is open for the season in April (weather permitting) and closes October 31. Hours of the park are Monday through Friday 2pm –6pm, and weekend times vary. A strapped helmet is required for all skaters. This year bikes and scooters were allowed into the park on predetermined days. As competitive bike riding and bike tricks are becoming more and more popular, the decision was made to change the rules to accommodate more park usage. As a result the parks usage almost doubled.

BMX Bike Lessons

For three weeks over the summer, a competitive BMX Bike Professional was hired to demonstrate, teach, and ride in our Skate Park. The cost of this program was \$30 per three hour session. This is the first time that our skate park was used for lessons and the turnout was tremendous. We are looking forward to another successful session next year.

Parks Department

The Parks Department once again had a very busy year. New clay was put down on Obdens and Antonelli Fields. New stone dust was added to Memorial Field. They continued to work alongside Tewksbury Lacrosse for the upkeep of the three new lacrosse fields and new fencing. Finishing touches will be made to the Tewksbury Girls Softball's Complex this spring. New drainage systems will be added to Memorial, Millett and Ernest Fields.

The following two activities were eliminated in 2009. We are in the process of raising funds to return them to Tewksbury residents for 2010.

Concerts at the Park

Wednesday night Summer Concerts start at 6:30pm and end at 8:30pm. There is private parking for the concerts in the Funway Park Area.

Winter Challenger Bowling League

Saturday mornings at the Woburn Bowladrome. Children that participate must be able to show proof of an active IEP. They are provided transportation from the Recreation Center to the Bowladrome, where they bowl two strings, and are then transported back for parent pickup.

Challenger T-Ball League

This program was an overwhelming success the past few years averaging over 40 children per season. The Challengers learned the basic skills of baseball including batting, fielding, and base running. Surprisingly, base running seemed to be the crowd's favorite! This was a very successful 8 week program on Tuesday nights that we hope to run again provided that we get more volunteers.

Recreation Department Offerings

1. Showcase Cinema discount tickets (Lowell, Lawrence, and Woburn) - \$8.00
2. Nashoba Valley discount tickets for skiing, snowboarding, and tubing
3. Water Country discount tickets
4. Six Flag New England Discount Tickets
5. Topsfield Fair Discount Tickets

Summary

This year was very busy for the Parks and Recreation Departments. We look forward to continued success and expanded services in the year ahead. Remember to watch channel 10 for upcoming Recreation news or check out our new and always improving website at www.tewksbury-ma.gov.

Tewksbury Recycling Committee (TRC)

Lights, Camera, Action

The TRC's informational videos were a huge success last year. Built around educating the public as to what is and is not recyclable, currently they are unavailable due to the new website. The TRC hopes to have them up and running soon.

Zero Waste Day

Objective: to have residents be able to bring items that will be passed on to shelters, charities, and recycling vendors; to keep these items out of the waste stream in Tewksbury. And therefore, reduce our waste tonnage and expenses. Three members of the TRC were there, along with a team from Allied Waste, to help answer questions concerning our recycling program and to support Allied's new waste program.

Scholarship Award

A \$1000.00 scholarship was awarded to Alyse Trevor, as a graduating senior, in the name of the Tewksbury Recycling Committee and Allied Waste. All Tewksbury seniors are eligible for our yearly scholarship, regardless of where you go to high school. You can find an application at our website: www.tewksbury.info/recycle. Deadline is April 30, 2010.

Recycling in Schools

The *Paper Retriever* has nearly completed its second year here in our public school system. All schools have now joined the program and are making money every time they recycle paper. Feel like helping the schools raise a little money? Drop off your paper for recycling at any of the schools in town.

Green Team

The Green Team is a recycling program at the Ryan School. The TRC offered to support their endeavors in a variety of ways including paying for prizes for their environmental T-shirt contest and paying for the t-shirts too.

Library Information Center/TRC Website

The TRC website and information center at the library has been revamped to provide updated information and improved methods of dissemination of information. Our thanks to TRC member Sean Czarniecki for keeping our website current.

Budgetary Allowances

The Committee purchased or created:

- (1) Donated money to the Wynn Middle School Earth Day Fair
- (2) Attendance at various workshops and seminars
- (3) Library Information Center Upgrade
- (4) Website upgrades
- (5) Purchased 1000 recycling stickers
- (6) Prizes for the Ryan Green Team T-shirt contest
- (7) T-shirts for the Green Team and administration at the Ryan School

Newspaper Articles

The Committee periodically submits articles to the Town Crier 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.

State Grants

The grant we applied for and received has allowed us to hire a Recycling Enforcement Coordinator (REC), Bob Keough. The REC's job is to help increase recycling tonnage through an education and enforcement program, ensuring that residents are separating recyclables from trash and properly placing them at curbside for collection. The REC will work with three towns: Tewksbury, Billerica, and Chelmsford.

10th Tidy-up Tewksbury Day

The 10th Tidy-up Tewksbury Day took place last fall on International Drive. Many people turned out to help clean up the roadside trash in that area.

Festival of Trees

Once again the TRC participated in the Festival of Trees. Our thanks to TRC member Loretta Ryan for finding the time to decorate our tree.

Mercury Exchange

The mercury thermometer exchange program continued this year. Residents are able to take their mercury thermometers to the Selectmen's Office, Town Hall, Monday through Thursday 8:30 a. m. to 4:30 p. m. and exchange it for a digital thermometer. For your convenience, thermostats containing mercury are also collected for proper disposal but not for exchange.

Batteries

Rechargeable batteries and button cell batteries are being collected/recycled at multiple locations throughout Tewksbury, including both town hall and the library. All other batteries can be discarded in trash. For every 1lb of button cell batteries we collect, Wheelabrator gives us \$100, up to \$500 per calendar year.

Recycling

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) Continuing recycling program in all schools in Tewksbury
- (2) TRC's Flea Market: dates under discussion
- (3) 11th Tidy-Up Tewksbury Day: set for fall
- (4) Continual updating of both the TRC website and information center
- (5) New videos concerning recycling in our town.
- (6) "In the Bin" presentation for the elementary schools in town.
- (7) We are investigating a new incentive program "Recycle Bank" to see if it's viable for our community.
- (8) Involvement in Zero Waste Day in the fall

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.

Kristina Rogers

Chairman: 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. Since the Commission’s last reporting, it has been engaged in several directed toward safeguarding and promoting appreciation of Tewksbury’s heritage. During the past year, the Commission fulfilled its responsibilities under the town’s Demolition Delay By-Law, reviewing 14 applications in 2009.

The Commission most significant expenditure of time and effort was directed to implementation and oversight of the Commission Community Preservation Grant which was awarded to conduct a professional survey of architectural and historic resources in the town. The commission acting through the Town Manager’s office issued a Request for Proposals and interviewed and reviewed the credentials of respondents. The Commission selected TTL Architects which has completed significant Massachusetts Historic Survey work in several Massachusetts municipalities. 175 properties and sites will receive a full survey review and report. Additional properties will be posted on a supplemental list maintained for information purposes and as a basis for possible further research. The survey is generating significant information and discoveries and will be a potential gateway for future grants and other funding. It would also be the foundation for future preservation planning.

The Commission is continuing efforts to designate historic buildings with identifying markers. The program’s goal is to increase awareness of Tewksbury historic building and sites by making a standard design sign available. Signs are currently available at a cost of \$70.00. More than twenty signs obtained through the Historical Commission have been placed on historic buildings in Tewksbury. Inquiries about obtaining signs and sign applications may be directed to the Commission Chairman or any member. The sign application will also be available on the Commission Web site which is found with the Town’s web sites.

The Commission coordinates with the Tewksbury Historical Society, a non-profit corporation which has grown to more than one hundred members, and sponsors speaking and educational programs and throughout the year. The Society organizes Charter Day Activities every December 27th. It is also making progress in assembling and cataloguing photographs, documents and other historical artifacts with a Tewksbury connection. Anyone wishing to donate or display these kinds of articles or who is interested in joining or learning about its events schedule can visit it s web site at www.tewksburyhistoricalsociety.org or call Sandra Mouser at 978 851 4966 or Dave Marcus at 978 388 7262. The Historical Commission would also appreciate being contacted about preservation issues including any Historical or Archeological asset which may be threatened or unknown to us. The Commission can be reached by calling Chairman James J. Gaffney III at 978 640 0200 or contacting one of the other members.

Respectfully Submitted,

THE TEWKSBURY HISTORICAL COMMISSION

James J. Gaffney, III, Chairman
jjgiiiilaw@verizon.net (978) 640-0200
Beverly Bennett, Vice Chairwoman
Abigail10@comcast.net (978) 851-6628
Eileen McDonagh, Secretary
(978) 851-6076
William J. Wyatt
Wjwyatt01@comcast.net (978) 640-0658

Warren Carey ,
lizwarrencarey@gmail.com (978)851-9165
Keith Rauseo
krauseo@comcast.net (978) 851-7545
Thomas Churchill
t.churchill@comcast.net (978) 640-6927
Kevin A. Sullivan
kevinasullivan@gmail.com (978) 804-4765

SAFETY

Fire Department

Police Department

Fire Department

There have been some changes to the Tewksbury Fire Department in the past year. Deputy James Ryan retired on July 5, 2009 after 34 years of service to the town. Firefighter James Bruce was promoted to Captain on July 1, 2009. Dave Carney was appointed Lieutenant on August 30, 2009. Also, Brian Mackey was appointed to the position of Firefighter on January 18, 2009. Firefighter Mackey graduated from the Massachusetts Firefighting Academy on Friday, June 19, 2009. He is currently working on the ambulance in the Center Station.

The Tewksbury Fire Department received a grant for \$72,480 from the American Recovery and Reinvestment Act. The funds will be used to assist the fire department in maintaining staffing levels of the fire department during these difficult financial times.

In July, the department received a new 2009 E450 Ambulance. This new ambulance will be stationed in the center station and compliment our 2004 and 2007 Ford E450 ambulances.

The Town's Microwave Communication System is in full operation. Fire Department and Police Department radio communications have been converted over to the microwave system. The microwave communication system will give the department's greater reliability and capability in its communication system. The town will also save money by eliminating the cost of leased phone lines.

The Tewksbury Fire Department received a grant from the Commonwealth of Massachusetts for \$4,464 to continue our Student Awareness of Fire Education Program (SAFE) in our schools. Tewksbury Firefighters participated in many fire prevention activities during Fire Prevention Week in October. Firefighters visited the elementary schools and instructed the children in fire safety. Also during this week, the Fire Department had an Open House attended by many residents. The District 6 Fire Safety House was available for children to participate in fire education activities. The children learned about fire safety under the direction of Public Education Officer Christina Merrill and the many Tewksbury Firefighters who participated in this program.

We completed the conversion of our wired Municipal Fire Alarm System to a wireless radio box system in June 2009. This project took five years to complete and provides the town with over 100 radio boxes that are more reliable, efficient and provide more information in a fire emergency. New occupancies in the town are purchasing radio boxes to join the municipal system.

The Tewksbury Fire Department continues to promote the purchase of hydrant markers for its Adopt a Hydrant Program. Information may be obtained at Tewksbury Fire Stations or the Tewksbury Fire Department web site (www.tewksbury.info and then select town departments).

The Tewksbury Firefighters, Local 1647, continues to sponsor a File of Life Program. This program will provide Tewksbury residents who have significant medical history the opportunity to compile this information on paper work to be stored in a magnetized envelope that can be kept on a refrigerator and accessed in an emergency. Details will be provided at the fire stations or call 978 640 4410.

Respectfully submitted,
Ricahrd Mackey, Fire Chief

FIRE DEPARTMENT ROSTER-2009

FIRE CHIEF:	*Richard Mackey	1979		*Joseph Gillis	1997
				*William Gosse	1998
DEPUTY CHIEF:	*Michael Hazel	1988		* Russell Gourley	1971
				*Richard Hamm	1987
CAPTAINS:	*Michael Callahan	1989		*Timothy Holden	1994
	*James Bruce	1995		*Brian Hurley	1989
	*Michael Sitar Jr.	1982		*David Karlberg	2001
	*Albert Vasas	1989		*Joseph Kearns	1995
				*Dale Lawrie	2000
LIEUTENANTS:	*William Brothers	1997		*David Levy Jr.	1997
	*David Carney	1995		Robert Little	1984
	*Robert Calistro	1988		*Brian Mackey	2009
	*Jeffrey Giasullo	1995		*Christina Merrill	2003
	*Donald Greer	1986		*Michael Merrill	2004
	*Paul Guttadauro	1994		*Thomas Murphy	2004
	*Brian Hurley	1989		*Stephen Powers	1982
	*Scott Keddie	1987		*Alan Rosemond	1989
	*Gary Kerr	1988		*Kenneth Sandberg	2003
	*Russell McGlaufflin	1989		*Daniel Sawicki	2004
	*Timothy Niven	1985		*Daniel J. Sitar	1987
	*Jon Viscione	1985		*Daniel Small	1988
FIREFIGHTERS	*Scott Austin	2003		*Steven Spencer	2002
:				*Vance Vonkahle	1987
				*Daniel Yost	2004
	*Patrick Brothers	1995	*EMT		
	*William Brothers	1995			
	*Joseph Dogherty	1986	Retired	*James Ryan	1975-
	*Patrick Doherty	1997			2009
	*Todd Elliott	2006			
	*Oscar Forero	1985	SECRETARY:	Susan Perry	2002
	*Joseph C. Fortunato	2001			
	*John Fowler	2004			
	*James A. Giasullo	1988			

Incident Analysis/ Permits and Inspections

Incident Analysis	2,009
Ambulance Calls	2,610
Building Fire	93
Rescue/Assist Ambulance	2,211
Hazardous Condition	175
Service Calls	538
Good Intent Calls	70
False Alarm	321
Other Type of Incident	16
Carbon Monoxide	81
Emergency Responses	6,115
Permits/Inspections	1,833

Emergency Responses	Total
1980	2,161
1990	3,160
2008	5,998
2009	6,115

Police Department

Police Department Roster

Chief of Police	Alfred Donovan	1984		Karen Capuano	2003
				John Casey	2003
Deputy Chief of Police	Timothy Sheehan	1987		James Biewener	2003
				Robert Bjorkgren	2003
Administrative Superintendent				Dennis Peterson Jr.	2004
	John Voto	1996		Michael Donovan	2008
				Alysia Russo	2008
Lieutenants:	James McKenna	1980		Paul Nicosia	2008
	Robert Stephens	1996		Michael Sitar	2008
	Ryan Columbus	2000		Alex Paltrineri	2008
	Scott Gaynor	1996		James Ryser	2008
				George Lozado	2009
Sergeants:	John Powers	1981		Christopher Oliveira	2009
	John Barry	1984		Michael Pavao	2009
	Mark Perry	1988		Jonathan Souza	2009
	Chris Coviello	1989			
	Timothy Kelly	1995	R.A.D. Instructors:	Brian Warren	1988
	Robert Field	1996		Andre Gonzalez	1995
	James Williams	1996			
	Steven Torres	2000	Prosecutor:	Brian Warren	1988
	Thomas Cooke	2002			
	Patrick Harrington	2003	K-9 Officer:	Timothy Kelly	1995
	Walter Jop III	2000			
	Joseph Kelley	2004	Safety Officer & Training Officer:	Brian Warren	1988
	Brian Warren	1988			
Detective Sergeant:	Thomas Casey	1999	Computer Management:	Matthew Small	1997
Detectives:	Brian O'Neill	2005	Head Dispatcher:	Edward Sullivan	1994
	Brian Farnum	2004			
	Douglas Pratt	2004	Dispatchers:	Garin Worth	1997
	Jessica Mulvey	1996		Karen Poisson	1997
	Keren Reese	1996		Kim Porter	2000
				Kimberly Griffin	2001
Detective/Juvenile Officer:	Michael Sheehan	1988		David Miano	2004
				Lauren Mackey	2005
School Resource Officer:	Kathryn McLeod	1996		Jason McNamara	2008
				Matt Carapellucci	2008
Evidence Officer:	Andre Gonzales	1995	Part time Dispatcher:	June Donovan	2005
				TJ Cooper	2004
Patrol Personnel:	William Schwalb	1988		Christine Cicero	2008
	Kevin Reese	1989		James Duffy	2008
	James Hollis	1995		Alice Kennedy	1996
	Daniel Kerber	1995			
	Markus McMahon	2001	Executive Assistant:	Alice Kennedy	1996
	Albert Piccolo	2002			
	Kimberly Riccardi	2002	Administrative Secretary:	Eileen Newton	1987
	Arthur Piccolo	2002		Patricia Stotik	1995
	Eric Hanley	2002	Secretary (Part time)	Sonia Newton	1999
	Chris Scott	2002			
	Jennie Welch	2003			
	Peter Regan	2003			

Always Remembered and Never Forgotten

Sergeant James Hood 1988-2003

Officer Paul Doherty Sr. 1974-2002

Reserves:

Kosta Agganis	Dave Levy
Paul Allen	John Lingiewicz
Linda Barry	Rich Lumsden
Brian Barbato	Ed Martin
TJ Cooper	Sharon McClafferty
Michael Debye	Dan McGee
Joseph Delucia	Sean McMahon
Cindy Dicalogero	David Miano
Joseph Dogherty	Joseph Newton
Pat Doherty	Sonia Newton
Paul Doherty Sr.	James O'Hare
John Donoghue	Steve Pelrine
June Donovan	Dave Perry
Mark Donovan	Dennis Peterson
Deb Evans	Karen Poisson
Jack Farrell	Steve Powers
Brian Fernald	Nate Powers
Ralph Ford	Paul Ringwood
Joseph Fortunado	Alan Rosemond
Bob Fowler	Andy Roy
Lee Gath	Tussey Russell
Phil Gath	Dan Sitar
Jason Gatto	Michael Souza
Bert Hadley	Ted Sullivan
George Hazel	Mark Tanguay
Kevin Henehan	Roger Tanguay
Victor Hidish	Richard Viera
Mark Hildebrand	Mark Wentzell
Rich Hopkinson	Jack Whitehouse
Phil Hyde	William Wilkinson
John Jarek	Mark Wood
Matt Jarek	George Yost
Steve Kandrotas	Brad Zarba
Scott Keddie	
Alice Kennedy	
Deborah Kenney	
Warren Layne	
Douglas Law	

Crimes listed for 2009

Forcible Rape	16
Robbery	6
Assault Aggravated	49
Assault Simple	141
Assault Intimidation	92
Burglary/Breaking and Entering	105
Shoplifting	86
Theft from building	63
Theft from m/v	138
Theft of m/v parts	4
Thefts all others	228
Theft of motor vehicle	34
Counterfeiting/Forgery	69
False Pretense/Swindle/Confidence Game	64
Credit Card/Automatic Teller Fraud	22
Embezzlement	3
Destruction/Damage/Vandalism of Property	211
Drug/Narcotic Violations	80
Statutory Rape	0
Bad Checks	14
Disorderly Conduct	22
Driving under the influence	42
Drunkenness	100
Trespassing	5
Family Offense Non Violent	11
Liquor Law Violations	28
All Other Offenses	405
Arrests	573
Citations	5487
Alarms	1067
Reports	2293
Building Checks	8737
Accidents	898

EDUCATION

Superintendent of Schools

*Scholarship & Education Fund
Committees*

General Information

Enrollment by Schools

School Roster

*Shawsheen Valley Regional
Vocational / Technical School
District*

Superintendent of Schools

Introduction

The year 2009 continued to present many financial challenges for the Tewksbury Public Schools along with most school districts across the Commonwealth of Massachusetts. The Tewksbury School Committee, in an effort to maintain all essential programs and services and to reduce class size implemented a 95% salary schedule. This reduced salary schedule necessitated a 5% reduction in the workweek for all teaching and administrative personnel. The administration working in close concert with the School Committee developed a reduced schedule that preserved all instructional time. This schedule however did appreciably alter the before and after school extra help sessions and eliminated the professional development days from the school schedule.

Despite these challenges the faculty, staff and administration have worked hard to provide a high quality education for our students. This report will outline many of the changes and the accomplishments that we realized during 2009.

Personnel / Administration

We experienced a change in the leadership at the John F. Ryan School with the retirement of Kevin P. McArdle, Principal and Karla D. Conway, Assistant Principal. Kevin and Karla opened the doors of the new John F. Ryan School in August of 1999. Kevin retired after 39 years of service as a teacher and for the past 18 years as the Principal of the Heath Brook and Ryan Schools. Karla retired after 43 years of service as a Reading Specialist, Head Teacher and 10 years as Assistant Principal. The Tewksbury School Committee dedicated the library/media center at the John F. Ryan School in their names and in celebration of their distinguished careers in Tewksbury. Mr. Kevin McIntyre was named Principal of the School. Kevin was the former Assistant Principal at Tewksbury Memorial High School. He was joined by Brenda Theriault-Regan who was promoted to the position of Assistant Principal following a successful career as Grade Six Teacher and Team Leader at the John F. Ryan School.

John L. Donoghue retired as Principal of the John W. Wynn Middle School after 35 years of service as a teacher, guidance counselor, Assistant Principal and Principal. John S. Weir the Assistant Principal succeeded Jack as the new Principal. The School Committee dedicated a beautiful mural in Jack's honor on October 8, 2009. The theme of the mural is "civic responsibility" in recognition of Jack's deep commitment to creating and sustaining a positive school culture. Mr. Adam Colantuoni succeeded John Weir as the Assistant Principal.

Dr. Cynthia J. Basteri retired as the Director of Community Services after a 34-year distinguished career as a teacher, DECA Club Advisor and Community Services Director. We are very pleased that Dr. Basteri continues to serve the school district as the part time Grants Coordinator. Mr. John Lyons was appointed as the new Director. John came to us from the Westford Public Schools where he served as the Curriculum Coordinator for Health, Physical Education and Consumer Science.

Mr. Jason Stamp joined our administrative team as the second Assistant Principal at Tewksbury Memorial High School filling the vacancy created with the promotion of Kevin McIntyre as Principal of the John F. Ryan School.

Faculty

The following faculty members retired at the conclusion of the 2008-2009 school year:

Henrietta Araujo - World Language Department at Tewksbury Memorial High School after 21 years of service as a teacher and the advisor to our International Club

Linda Austin - Kindergarten Teacher at Heath Brook School after 23 years of service

Sandra Barnett - Math Teacher at the John W. Wynn Middle School after 36 years of service

Marjorie Conlon - Grade Three Teacher at the North Street School after 22 years of service as a Teacher, Head Teacher and Science Aide

Pamela Koskey - English Teacher at the John W. Wynn Middle School after 11 years as a Teacher and Advisor to the Middle School Literary Magazine

Nancy Laws - English Teacher at the John W. Wynn Middle School after 32 years as a Teacher and Advisor to our Drama Program at the Middle and the High Schools

Staff

Mary Morris - Audio Visual Aide at the John W. Wynn Middle School after 22 years of service

Kevin Morrissey - System Wide Maintenance Department after six years of service

We thank our colleagues for their friendship, support and service to the children in the Tewksbury Public Schools. We extend sincere best wishes to them for a long, happy and healthy retirement.

School Department Budget

We began the FY10 budgetary process in October 2008. We engaged in the traditional exercise of hearing the budgets for each school and system-wide department and presenting this budget to the Tewksbury School Committee during January 2009. The final school department budget for the 2009-2010 school year of \$33,049,213 was adopted during the May 4, 2009 Annual Town Meeting.

The development of this budget required some bold moves by the School Committee. These moves included an across the board 5% salary reduction for all teaching and administrative personnel along with Central Office support staff. The administration developed a daily schedule to conform to the 5% reduction of time for the teaching personnel. We reduced the time allocated for extra help for our students and we eliminated three professional development days.

The budget process also included an intensive effort by the members of our administrative team. The administration convened a School Housing Sub-Committee to look at multiple options for housing our school enrollment. We developed multiple options that included the closing of one or more schools, the re-configuration of grade levels and the re-assignment of students to different schools. These options were presented to the School Committee, the faculty and during two public forums in February of 2009.

Under the direction of the School Committee, the administration continued the work with a particular focus on the grade alignment at the K-4 level. These options were presented to the School Committee and during a parent forum scheduled in May 2009. The options included multi-age groupings, re-districting and the re-configuration of the K-4 Schools to K-2 and 3-4 Schools. The Committee deferred this decision for further study and long-range planning during the 2009-2010 school year. The Committee then established a Re-configuration Sub-Committee comprised of parents and faculty representing all of our schools. The Committee was Co-chaired by two members of the School Committee.

This Sub-committee worked in earnest through the fall and is preparing a recommendation for consideration by the School Committee in January 2010. The options included many of the components of the work that had been presented last February. The Sub-committee work was aligned with the work of the administrative team who responded to the requests for information to support the work of the Re-configuration Committee.

The School Committee also launched a Budget Sub-committee comprised of parents representing each school PAC and each school council. This Committee worked tirelessly to review financial information and to research methods for cutting costs and securing additional revenues. Their efforts were complemented by the work of the administrative team who developed multiple budget reduction options. The 95% workload reduction was included within these options. Other options included the use of American Recovery and Re-investment (ARRA) funds from the Federal Government.

The School Department was most grateful for the collected work of these groups. Their efforts resulted in the adoption of a budget that preserved essential services in spite of some rather dire financial conditions.

Strategic Planning

The Five Year Strategic Plan continues to serve as the blue print for our work. The plan is organized around four key areas: **curriculum and instruction, program improvement and accountability, school resources and social responsibility.** This report spans work on both the third and fourth year goals of the current plan. The progress in meeting the goals on the plan is monitored on an ongoing basis with formal reviews conducted during the joint Mid-Year and Year-end Retreats of the Tewksbury School Committee and the administrative team. A Mid-year and Year-end Report is prepared each year to inform the community about the progress of this work.

Curriculum and Instruction

We completed the implementation of our new reading series in grades Kindergarten through four, piloted the series at grades five and six with full implementation in September of 2009. We piloted a new Social Studies program for grades five and six with implementation of the program at the commencement of the 2009-2010 school year. We concluded the 2008-2009 school year with well established data teams at each school. These teams are essential in reviewing student performance on standardized,

formative and summative assessments and using this data to improve instruction. We also established Response to Intervention Teams at each school to support the struggling learner. These efforts have been stalled a bit with the implementation of the 95% teacher work schedule.

In addition we have increased the number of Advanced Placement (AP) courses at Tewksbury Memorial High School with the addition of an AP Government Course and AP Chemistry and Statistics Classes planned for the 2010-2011 school year. We implemented a Personal Care Assistant Course in concert with Tewksbury Hospital. This course provides our students with classroom instruction, school based lab work and multiple sessions at Tewksbury Hospital. The collaboration with the Hospital has afforded our students the chance to explore the many health care careers on the campus of the Hospital, has provided students with direct patient contact and has enabled students from our Art Class to host an exhibit at the Hospital for those patients who have an interest in the Arts.

We are in the second year implementation of the Collaborative Teaching Model at the John W. Wynn Middle School. The purpose of this model is to support students with special needs in the Math and the English/Language Arts areas. Finally we have upgraded our Media Class with the installation of computers and specialized software to provide students with a first rate film editing experience.

Program Improvement and Accountability

We established an in-district Administrator Mentor Program to support the work of our many new school administrators. The group meets on a monthly basis and addresses key administrative issues such as developing the school-based budget and supervision and evaluation. We have expanded the use of the DIBELS Program through Grade 4. This Program helps to monitor the progression of early reading skills. We have provided training for the administration and key teaching personnel on the use of Data Warehouse a powerful tool for the analysis to MCAS data.

School Resources

We continue our work with the High School Building Committee completing all of the requirements of the Model School Program through the Massachusetts School Building Authority. We hope to present this work at the Authority Board Meeting in January. The School Committee established a new part time Grants Coordinator Position. This position was filled in August and we are cautiously optimistic about the outcome of the numerous grant applications that have been filed to date. We were awarded a “*Thinkfinity Grant*” from Verizon that will fund a yearlong series of math activities for the Heath Brook School. We were also awarded a K-12 Literacy Professional Development Grant from the Massachusetts Department of Elementary and Secondary Education.

We recently received a substantial grant through the American Recovery Reinvestment Act. These federal monies will be used to help defray the cost of special education and to develop new programs to help provide district programs for students who may have required a private school placement. The School Committee approved the use of funds from the Hanover Project to purchase new technology for all of our schools.

We have also implemented MUNIS a new financial system. This installation of this system has presented many challenges in preparing the payroll, in the creation of a chart of accounts and the adaptation of this system to our budget reporting categories.

Social Responsibility

Our work in this area focuses on training for all administrative personnel on the new “critical incident” protocol. We had some unfortunate events at the start of the 2009-2010 school year that put the new protocol to the test and the protocol proved to be very effective. We continue to expand the number of activities to support a smooth transition of our students between schools. We have also expanded the Friends of Rachel Program to the High School. In December 2009 we published a list of the holiday charity activities that our students have undertaken. Their work at the holidays and throughout the year reflects a true commitment to social responsibility.

High School Building Committee

The work of the High School Building Committee continued in earnest throughout 2009. We were one of a few school districts selected for inclusion in the Model School Program through the Massachusetts School Building Authority. The Model School Program affords a community the opportunity to “model” their school after an existing school thus defraying the cost associated with the architectural design. In addition the Program awards a community additional reimbursement percentage points.

The Building Committee toured the three schools involved in the Model School Program and selected Hudson High School as their model school. The Committee began working with the architectural firm of Symmes Maini McKee Associates (SMMA) the firm that designed Hudson High School. SMMA has adapted the design to meet the programmatic needs of Tewksbury Memorial High School. They have also designed upgrades to the building systems as Hudson High School is ten years old and there have been multiple changes within building codes and requirements.

The Committee has developed a web site to keep the community informed about the progress of the project. The Committee has also established a number of sub-committees. These include sub-committees for building systems, a green committee and colors

and finishes for the interior of the building. The architects are in process of meeting with the school administration and various departments to insure that the design of the school fully meets the needs of the community of learners at Tewksbury Memorial High School. The Building Committee is currently working with many of the Town Boards and Commissions on the permitting process.

The Building Committee is compiling all of the required documents for presentation before the January 27, 2010 meeting of the Massachusetts School Building Authority. If the Board approves the project, the Committee will bring the project before a Special Town Meeting and if approved before a Town Election. The proposed timeline for the Special Town Meeting and Election is February 2010. I would like to thank these dedicated individuals for their generous commitment of time and effort on behalf of this important project.

Summary

Public Service is always challenging. The current financial climate has magnified many of these challenges. The current members of the Tewksbury School Committee represent a group of dedicated, talented individuals who collectively work hard on behalf of our school system. The Committee has taken many unprecedented steps to actively involve parents and community members in the schools. They have insured that all members of the community have a complete agenda packet online prior to each School Committee meeting. People are encouraged to address the Committee on matters of concern. They have established committees comprised of parents and concerned citizens to examine the budget, tackle the issue of re-configuration and special education. I am most grateful for their time, effort and the support. They have often challenged my thinking and have certainly helped me to become a better Superintendent.

I would like to acknowledge the time, effort and dedication of the members of the central office administration and support staff. The conversion to a new financial system taxed an already over worked team of people. They worked hard to master the many elements of the new system and despite many frustrating moments they persevered. We unexpectedly lost the services of our substitute teacher provider. This required our office to take on the payroll and human resource functions. Once again they answered the call and provided this service in addition to their many other daily duties. I am grateful for their support on both a personal and professional level.

We have welcomed four new members to a young administrative team. They have taken their place, learned the many elements of their respective roles and become deeply involved in our school community. The administrative team has become a cohesive group of professional educators working hard to meet the many challenges included in current day school administration. I applaud them for their success and I deeply appreciate their support and their guidance. These administrators along with the members of our faculty have given a 110% effort despite a 95% salary schedule.

I would like to thank the members of our faculty and support staffs throughout the school district, who work tirelessly to provide our students with a high quality educational experience. Their skill in the classroom, the health room, the counseling office the athletic field, on the stage, in the music and art rooms and throughout every facet of the instructional day is amazing. Their work is further enhanced by the professionalism demonstrated in all school offices, cafeterias and across our maintenance and custodial personnel. The Tewksbury Public Schools are well served by all of these talented men and women and I am so very grateful for their support and their patience.

I would like to express my gratitude to the best student body in the Commonwealth of Massachusetts. Their effort in the classroom is impressive. Their commitment to community service through their countless charitable works is to be lauded. These students bring a level of energy into our schools that is both invigorating and refreshing. I would like to thank them for helping me to remember why I chose education as my profession.

Parents and guardians are critical to the success of any school district. I would like to thank our parents and guardians who support our work in a multitude of ways. Their work as classroom volunteers, members of Parent Advisory Councils and School Councils and booster groups represents invaluable resource and financial support in these challenging times.

Finally I would like to express my gratitude to both Town Managers, my fellow Department Heads, the Tewksbury Board of Selectmen and Finance Committee along with the many elected and appointed officials who have worked hard on behalf of our school district. I appreciate their support and their guidance. The Town of Tewksbury is most fortunate to have their expertise working on behalf of the community.

It is hard to imagine that I am preparing my 19th and final Annual Report on behalf of the Tewksbury Public Schools. It has been my honor to serve as the Superintendent of the Tewksbury Public Schools. I will be leaving the position but I will certainly retain the countless memories of the many personal and professional opportunities that I have been afforded during my tenure. Thank you.

Christine L. McGrath, PhD
Superintendent of Schools

Scholarship & Education Fund Committees

Keith Rauseo, Chairman
Thomas Churchill
Dr. Christine McGrath

The Tewksbury Scholarship and Education Funds came into being when the October 2003 Special Town Meeting voted to accept Mass. General Law Chapter 60, Section 3C. In early 2004, the Selectmen created the Scholarship and Education Fund Committees, which determine the criteria and distribution of awards from the funds. School Superintendent Dr. Christine McGrath is a member of the Committees per state law, and the Selectmen have appointed the other members.

The Committees met periodically in 2009. In May 2009, donation forms were included in property owners' tax bills. At the end of 2009, the balances in the funds were:

Scholarship Fund: \$2,210.05
Education Fund: \$1,695.36

Thank you to all the donors who have contributed to these funds even in this difficult economy.

The Scholarship Fund Committee awarded five \$250 scholarships at the end of the 2008-2009 school year, matching its highest number of awards since it began in 2005. The Committee received 49 applications for these awards, and after a thorough review chose five worthy recipients. Because the awards exist through the generosity of the community, the Committee considered community service activities of foremost importance when making its selections, along with strong academic achievement. The 2009 winners were all honors students with exemplary participation in extracurricular activities.

The 2009 Tewksbury Scholarship Fund recipients were:

- o Michael Cooney, 25 Cooney Road, TMHS Class of 2009. studying Medical Research at Tufts University
- o Kaitlin Hanley, 904 Shawsheen Street, TMHS Class of 2009, studying English at the College of the Holy Cross
- o Megan Luppi, 155 Marston Street, TMHS Class of 2009, studying Occupational Therapy at Quinnipiac University
- o Nadia Pereira, 86 Kendall Road, Lawrence Central Catholic Class of 2009, studying Political Science at Boston University
- o Marina Villeneuve, 707 Trull Road, TMHS Class of 2009, studying Journalism at Dartmouth College

In honor of former Superintendent of Schools John W. Wynn, a charter member of the Scholarship and Education Fund Committees who passed away in September 2007, the Scholarship Fund Committee created a special award designation in 2008 – the John W. Wynn Memorial Leadership Award. The Committee will attach this designation to one of its scholarship award recipients each year, in recognition of that student's achievements in the area of school leadership in academics, school life, and extracurricular activities. For 2009, the Committee named Megan Luppi the recipient of the Wynn Memorial Leadership Award.

In 2010, the Committee will make scholarship applications available on-line and at various locations throughout town. Any resident attending an accredited institution beyond the high school level is eligible to apply. Along with raising funds through the forms included with the spring tax bills, the Committee is planning its first separate fundraising event for May 2010. This will be a team trivia event geared towards players ages 50 and older. The Committee is excited about the event and the prospect of having additional funds available for awards at the end of the 2009-2010 school year.

The Committee members would like to again acknowledge and extend their gratitude to Finance Director Donna Walsh, Treasurer Janet Smith, and Collector Dorothy Lightfoot for their help during the year.

Finally, the Committee members are hopeful that our residents and business owners will continue to donate to the funds so we will be able to help our students with scholarships and help our educational system with program grants. Look for those donation forms in the May 2010 tax bills!

Respectfully submitted,
Keith Rauseo, Chairman

School Department General Information

REGISTRATION FOR SCHOOL IN SEPTEMBER 2009

Kindergarten: A Child must be five years old as of August 31st of the year entering Kindergarten.

First Grade: A child must be six years old as of August 31st of the year entering the First Grade.

NO SCHOOL ANNOUNCEMENTS

School will be closed **only** in the case of severe inclement weather.

Announcements relative to closing schools for inclement weather will be carried by area radio stations and TV stations and through "One Call Now".

When it is in the interest of students' safety to delay the opening of school due to weather conditions, the Superintendent will notify the public by the same procedure as "no school" announcement.

Parents and students are requested not to call the Police Station, Fire Station, Bus Contractors, School Principals or the Superintendent of Schools for "no school" information. Information will not be available from these sources.

The Extended Day Program will be cancelled on those days when school is not in session.

Enrollment by Schools

Tewksbury Public Schools

SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	Totals
CENTER	113															113
NORTH STREET		63	59	59	67	75									8	331
TRAHAN	11	63	68	75	61	60									12	350
DEWING		111	93	104	114	110									57	589
HEATH BROOK		58	62	65	66	80									58	389
RYAN							349	361							20	730
WYNN MIDDLE									375	362					9	746
MEMORIAL HIGH	15										227	260	234	258	1	995
TOTALS	139	295	282	303	308	325	349	361	375	362	227	260	234	258	165	4,243
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	

Class counts Grd 5 29.1
 Grd 6 25.8
 Grd 7 26.8
 Grd 8 30.2

School Roster

TEWKSBURY PUBLIC SCHOOLS

2009 - 2010 ROSTER

School Committee

Dennis J. Peterson	2010
Richard O'Neill	2010
Michael P. Kelley	2011
Jayne W. Miller	2012
Dennis G. Francis	2012

Administration

Christine L. McGrath, Ph.D. - Superintendent of Schools

Loreen R. Bradley - Assistant Supt. Curriculum & Instruction

Mr. John F. Quinn - Business Manager

Cheryl Porcaro - Special Needs Coordinator - K-12 Services

Jan Fuller - Special Needs Coordinator - Private, Preschool, Summer

David Libby - Director of Transportation, Facilities & Data Processing

Karen Chanaki - Director of Food Services

John Lyons - Director of Extended & Community Education Services

MEMORIAL HIGH SCHOOL
Dr. Patricia Lally, Principal
Jason Stamp, Assistant Principal
M. Eileen Taylor Osborne, Assistant Principal

DEPARTMENT HEAD, HUMANITIES - <i>Ginamarie Talford</i>	
<p><u>ENGLISH</u></p> <p>Andrew Bellistri John Byrnes Bryan Desjardins Cynthia Peloguin Brian Gouthro Lynne Hardacre Christine Mulligan Catherine Stack Ginamarie Talford</p>	<p><u>SOCIAL STUDIES</u></p> <p>Brian Aylward Donna Boudreau-Hill Marc Demers Robert Doolan Sharon Milenavich Peter Molloy Dustine Puma Thomas Ryan Nadine Sutliff</p>

DEPT. HEAD, MATHEMATIC, COMPUTER PROGRAMMING, BUSINESS, & ART - Shelli-An Ryan	
<p><u>MATHEMATICS</u></p> <p>Kelly Kruger Barrio Robert Brigida Thomas Carpenito Ethel Chace Debra Glass Vikki Ireland Mary Jo Kelleher Marybeth McGinn Kevin Muise Anne L. Rand Janice E. H. Reich Shelli-An Ryan</p>	<p><u>COMPUTER PROGRAMMING</u></p> <p>Frances DeLucia</p> <p><u>ART</u></p> <p>Jennifer Arnold Nicole LaPierre David Moffat</p> <p><u>BUSINESS</u></p> <p>James Sullivan</p>

DEPT. HEAD, SCIENCE, TECHNOLOGY, FAMILY & CONSUMER SCIENCE, AND MUSIC - <i>Susan Barnett</i>	
<p><u>SCIENCE</u></p> <p>Susan Barnett Edward Cremins Eamon Edgerton Janet Gordon Edward Kopesky William Neacy James Pringle Nicole Saad Elaine Senechal Stanley White</p>	<p><u>TECHNOLOGY</u></p> <p>Sandra Bettencourt Susan Sullivan</p> <p><u>FAMILY & CONSUMER SCIENCE</u></p> <p>Nicole Smallidge</p> <p><u>MUSIC</u></p> <p>Roger Whittlesey</p>

LEAD TEACHER, FOREIGN LANGUAGE -

FOREIGN LANGUAGES

Paul Early
Joanne Meziane
Patricia Mondello
Viterbo Rijo
Kristen Roy
Florence Souza

DEPARTMENT HEAD GUIDANCE - *KAREN BAKER O'BRIEN*

GUIDANCE

Brian Hickey
Cecily Ann Markham
Karen Baker O'Brien
Kristina Sheahan

ATHLETIC DIRECTOR AND DEPARTMENT HEAD WELLNESS: *BRIAN HICKEY*

PHYSICAL EDUCATION

Steven Levine
Patricia Ryser

HEALTH

Karen Ferreira
Denise Saindon

LIBRARIAN

Mary Eldringhoff

SECURITY MONITORS

Leo DiRocco
Leslie Duplessis

JOHN W. WYNN MIDDLE SCHOOL
John Weir, Principal
Adam Colantuoni, Assistant Principal

<p><u>TEAM 7A</u> - <i>Joanna Krainski, T.L.</i></p> <p><u>ENGLISH</u> Sara Cowan</p> <p><u>SOCIAL STUDIES</u> Erin Sarsfield</p> <p><u>MATH</u> Joanna Krainski*</p> <p><u>SCIENCE</u> Cindy Abate-Upson</p>	<p><u>TEAM 7B</u> - <i>Cathleen Bilodeau, T.L.</i></p> <p><u>ENGLISH</u> Jaclyn Murphy</p> <p><u>SOCIAL STUDIES</u> Dorothy Graaskamp</p> <p><u>MATH</u> Cathleen Bilodeau*</p> <p><u>SCIENCE</u> Kathleen Connell</p>
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<p><u>TEAM 7C</u> - <i>Geraldine Cummings, T.L.</i></p> <p><u>ENGLISH</u> Kimberly Johnston</p> <p><u>SOCIAL STUDIES</u> Roseann Kolack</p> <p><u>MATH</u> Geraldine Cummings*</p> <p><u>SCIENCE</u> Francesca Rouff</p>	<p><u>TEAM 7D</u> - <i>Kimberly Dikeman, T.L.</i></p> <p><u>ENGLISH/SOCIAL STUDIES</u> Anthony Santos</p> <p><u>MATH/ SCIENCE</u> Kimberly Dikeman*</p>
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<p><u>TEAM 8A</u> - <i>Carol Navetta, T.L.</i></p> <p><u>ENGLISH</u> Kate Provenzano</p> <p><u>SOCIAL STUDIES</u> Patricia Krol</p> <p><u>MATH</u> Joanne Hession</p> <p><u>SCIENCE</u> Carol Navetta*</p>	<p><u>TEAM 8B</u> - <i>Kristina Rogers, T.L.</i></p> <p><u>ENGLISH</u> Joanna Peterson</p> <p><u>SOCIAL STUDIES</u> Christopher Gagnon</p> <p><u>MATH</u> Dannie Shao</p> <p><u>SCIENCE</u> Kristina Rogers*</p>
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TEAM 8C - Rosamond Malatesta, T.L.

ENGLISH

Elaine Speros

SOCIAL STUDIES

Cheryl Witham

MATH

Rosamond Malatesta*

SCIENCE

Katherine Deveau

ART

Gail Hamilton

MUSIC

Catherine Himmel

INSTRUMENTAL MUSIC

Meghan Davis (Shared with Ryan School)

HEALTH

Robert McGrath

Maura Dearing

WORLD LANGUAGES

FRENCH

Susan Gagnon

SPED – Elaine Cheng Sinclair, T.L.

Shared with Ryan School (one half)

LIBRARY RESEARCH

Keith Williams

INDUSTRIAL TECHNOLOGY

Joseph Frank

EXPLORATORY

Team Leader - Susan Scofield

COMPUTERS/PHYSICAL EDUCATION

COMPUTERS

Lisa Bailey

Bonita Hansberry

PHYSICAL EDUCATION

Thomas Morrill

Susan Scofield

LIBRARIAN

GUIDANCE

Erin MacCurtain

Jaime Noberini

JOHN F. RYAN ELEMENTARY SCHOOL
Kevin McIntyre, Principal
Brenda Theriault Regan, Assistant Principal

<p><u>TEAM 6A</u> - Jennifer Mrozowski, T.L.</p> <p><u>ENGLISH</u> Judi Foley McInnes</p> <p><u>SOCIAL STUDIES</u> Kate Deislinger</p> <p><u>MATH</u> Kim Hynes</p> <p><u>SCIENCE</u> Jennifer Mrozowski*</p>	<p><u>TEAM 6B</u> - Kathleen Anderson, T.L.</p> <p><u>ENGLISH</u> Eileen Gardner</p> <p><u>SOCIAL STUDIES</u> Kathleen Anderson*</p> <p><u>MATH</u> Charlaine Melly</p> <p><u>SCIENCE</u> Robin Reading</p>
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<p><u>TEAM 6C</u> - Barbara Gillette Manna</p> <p><u>ENGLISH</u> Pamela McDade</p> <p><u>SOCIAL STUDIES</u> Jean Chan</p> <p><u>MATH</u> Barbara Gillette Manna</p> <p><u>SCIENCE</u> Kimberly MacElhaney</p>	<p><u>TEAM 6D</u> - Susan E. Hogan</p> <p><u>MATH/SCIENCE</u> Susan E. Hogan</p> <p><u>ENGLISH/SOCIAL STUDIES</u> Andrée Johnson</p>
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<p><u>TEAM 5A</u></p> <p><u>ENGLISH/SOCIAL STUDIES</u> Nicole Zwirek</p> <p><u>MATH/ SCIENCE</u> Gretchen Martel</p>	<p><u>TEAM 5B</u></p> <p><u>ENGLISH/SOCIAL STUDIES</u> Jayne Farnham</p> <p><u>MATH/ SCIENCE</u> Pamela Shirkoff</p>
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<p><u>TEAM 5C</u></p> <p><u>ENGLISH/SOCIAL STUDIES</u> Joanne O'Brien</p> <p><u>MATH/ SCIENCE</u> Christine Cremin</p>	<p><u>TEAM 5D</u></p> <p><u>ENGLISH/SOCIAL STUDIES</u> Gus Jardin</p> <p><u>MATH/ SCIENCE</u> Robert Shirkoff</p>
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<p><u>TEAM 5E</u></p> <p><u>ENGLISH/SOCIAL STUDIES</u></p> <p>Kristin Dillon</p> <p><u>MATH/ SCIENCE</u></p> <p>Robert Rogers</p>	<p><u>TEAM 5F</u></p> <p><u>ENGLISH/SOCIAL STUDIES</u></p> <p>Kim Hillson</p> <p><u>MATH/ SCIENCE</u></p> <p>Eileen Lindsey</p>
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<p><u>ART</u></p> <p>Diane Slezak</p> <p><u>MUSIC</u></p> <p>Marguerite Weidknecht</p> <p><u>INSTRUMENTAL MUSIC</u></p> <p>Meghan Davis</p> <p><u>HEALTH</u></p> <p>Kristi Sarcione</p> <p><u>COMPUTERS</u></p> <p>Barbara Jagla Kelly Pacor</p>	<p><u>PHYSICAL EDUCATION</u></p> <p>Ronald Drouin James Manley</p> <p><u>LITERATURE</u></p> <p>Rose Curley Andrea MacMullin</p> <p><u>READING</u></p> <p>Kimberly Stone Lisa Zullo</p> <p><u>LIBRARY/MEDIA SPECIALIST</u></p>
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CASE MANAGER - Grade 6 - *Elaine Cheng Sinclair, T.L.* (One Half – Shared with Middle School)*
 - Grade 5 - *Mercy Duffill, (Shared with Heath Brook, Trahan Schools)*

HEATH BROOK SCHOOL
Rosamond Dorrance, Principal
Carole Gallo, Head Teacher

<p><u>Kindergarten</u></p> <p>Brandi DeCarolis Kathleen Ford Ashley Crooker - SPED</p> <p><u>Grade 1</u></p> <p>Helen Matysczak Joanne Morrissey Jennifer Price Carole Gallo - SPED</p> <p><u>Grade 2</u></p> <p>Donna Bowden Diane Davos Brenda McWilliams Karen Bancroft - SPED</p>	<p><u>Grade 3</u></p> <p>Lori Hyland Jaime Lane Sheri Mulloy Sheila Sadler Janet Reyes - SPED (Gr. 3 & 4) Mary Beth Aiello - SPED (Gr. 3)</p> <p><u>Grade 4</u></p> <p>Janet Davis Marcia Kalarites Jennifer Levy Mary Loosen Jennifer Taylor - SPED (Gr. 4 Inclusion)</p>
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LOELLA F. DEWING SCHOOL
Robert P. LaRoche, Principal
Lisa Cournoyer, Head Teacher
Elizabeth Robinson Head Teacher

<p><u>Kindergarten</u></p> <p>Sarah Gillotte Jennifer Marcella Kristi Rodgers Kim LaFland - SPED</p> <p><u>Grade 1</u></p> <p>Lisa Cournoyer Maryellen Hirtle Mary Lazzara Patricia Stratis Patricia Fabrizio - SPED</p> <p><u>Grade 2</u></p> <p>Shelley DeGrechie Kathleen MacLeod Shannon Miranda Sarah Yore Courtney Kaloyanides - SPED</p>	<p><u>Grade 3</u></p> <p>Nancy Boyle Loren Carlino Lisa Desrochers Michelle McGrath Kelly M. Scialdone Donna Cloney - SPED</p> <p><u>Grade 4</u></p> <p>Karen Cintolo Kathleen Conrad Lynn Francisco Marsh Kimberly Siepka Russo Jeanne Selissen Lisa Chasan - SPED</p>
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LOUISE DAVY TRAHAN SCHOOL
Dr. Edward J. Foster, Principal
Ann O'Hara, Head Teacher

<p><u>Kindergarten</u> Patricia Keddie Kathy McDermott - ½ time</p> <p><u>Grade 1</u> Heather Bradley Maureen Jackman Ann O'Hara</p> <p><u>Grade 2</u> Sandra Frost Judith Middleton Donna Mooney</p>	<p><u>Grade 3</u> Judy Allard Kathy Carleton Susan Mulno</p> <p><u>Grade 4</u> Shannon Demos Catherine Gagne Susan Raneri</p>
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NORTH STREET SCHOOL
Angela D. Kimble Principal
Teresa Enos, Head Teacher

<p><u>Kindergarten</u> Allison Cameron Brandi DeCarolis</p> <p><u>Grade 1</u> Teresa Enos Catherine Ventura Ann Whynot</p> <p><u>Grade 2</u> Deborah Brewin Elizabeth Krzesinski Denise Morandi</p>	<p><u>Grade 3</u> Mary Lou Adams Theresa Follett Sheri Mulloy</p> <p><u>Grade 4</u> Debbie Buehler Heidi Meharg Kim Gagnon</p>
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ELEMENTARY SPECIALISTS

Reading Specialists

Chloe Callahan - Heath Brook
Gloria Graves - Trahan School
Nancy Kalajian - North Street School
Elizabeth Robinson - Dewing School

Elementary Art

Kristen Kosiba - Dewing/North Street Schools
Linda Malone - Heath Brook/Trahan Schools

Elementary Music

Marie Maranville - 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

Health Educator

Mary Laffey

Attendance Officer

Dennis J. Peterson

Gifted and Talented

K-4 Technology Curriculum Specialist

Kathy Santilli

SPECIAL EDUCATION DEPARTMENT

School Adjustment Counselors and School Psychologists

Susan Clark - Trahan School
Alexandra Comer - Ryan School
Melissa Gilgun - Middle School
William Jones - High School
Colleen Leary – Dewing School also Case Mgr.
Mariellen Nastasi - Heath Brook School
Karen Ruccio - North Street/Dewing Schools

Speech Therapists

Courtney Campbell - Trahan School
Rosemary Coughlan - Heath Brook
Carolyn Dooley - Dewing School
Tiffany Emerson - North Street/Middle Schools
Amy Matson - Center School
Katherine Thew - Trahan School
Tiffany Trant - Ryan/High Schools

Early Childhood Specialist

Tara Michelle Lonergan - Integrated Preschool
Donna Greene - Integrated Preschool
Lisa Tramonte - Integrated Preschool

P.D.D.

Audria Johnson - North Street School
Patricia Martel - Trahan School
Sarah Tsakalakos - Trahan School

Physical Therapist

Jennifer Merrill - Systemwide

Occupational Therapist

Gail Bliss - Systemwide
Pamela Pinard - COTA - last day 10/30/09

English as a Second Language Tutor

Mary DiCiaccio - Systemwide

Behavior Specialist

Kristen Podolsky - Trahan School

Moderate Special Needs Specialists

Mary Beth Aiello - Heath Brook School
Karen Bancroft - Heath Brook School
Marco Basiliere - High School
Richard Camire - Middle School
Lisa Chasan - Dewing School
Donna Cloney - Dewing School
Ashley Crooker - Heath Brook School
Mercy Duffill - Heath Brook/Ryan/Trahan Schools,
Case Manager
Patricia Fabrizio - Dewing School
June Fagan - Ryan School
Anne McGregor Fay - High School
Nancy Farrey-Forsyth - Middle 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
Susan J. Hogan - Ryan School
Michele Hughes - Trahan School
Courtney Kaloyanides - Dewing School
Mary Kennedy - High School
Kimberly LaFland - Spec. Needs K Dewing
Renee Langlais - Heath Brook School
Joan Lynch, Case Manager - North Street School
Kathleen A. Maloney - Ryan School
Patrick McAndrews - High School
Joel McKenna - Middle School
Kara Murray - Middle School
James Otis - Middle School
Stephanie Pagiavlas - Middle School
Beryl Puddester-McKenna - Ryan School
Cindy Ramaska - Middle School
Janet Reyes - Heath Brook School
Elaine Cheng Sinclair, Case Manager,
Middle/Ryan Schools
Jennifer Taylor - Heath Brook School
Charles Zucco, Case Manager - High School

EDUCATIONAL SUPPORT STAFF

Certified Aides

Mary Abbott – Heath Brook School
Nicholas Amato – Ryan School
Laurie Angelo – Middle School
Erika Ansley – Kind. Dewing School
Lisa Bancroft – Heath Brook School
Kristine E. Benning – Ryan School
JoAnn Brace – Ryan School
Anne Brennan – Heath Brook School
Elaine Ciccolella - Center School
Christine Cote – Middle School
Paula Curtin – Dewing School
Mary Ann Deshler – SPED – Middle School
Ann M. Doucette – Dewing School
Joanne Elwell – Spec Needs, Heath Brook School
Kyle Ganley – Middle School
Mary Kapust – Center School
Pamela Lussier – Center School
William Meuse – High School
Lois Murphy – Spec Needs – H.B. Inclusion
Teresa Oberg – Dewing School
Elena Pineau – High School
Ellen Dale Robichaud – Ryan School
Michael Rocco – High School
Cheryl Ann Silva – Dewing School
Maria Skoropowski – Spec Needs – High School
Kathy Starling – North Street School
Richard Sullivan – High School
Mary Beth Tierney – Dewing School
Melanie Tirabassi – Learning Center – H. S.
Denise Trevor – Heath Brook/No. Street Schools
Kim E. Viens – Ryan School
James Walker – High School
Dennis Winn – High School

Non-Certified Aides

Karen Agostinelli – Kind. Trahan School
Linda Alukonis – Kind. North Street School
Debbie Bennett– Spec. Needs - Ryan School
Mary Ellen Chase-Anderson – Middle School
Donna DePierro – Life Skills – Heath Brook School
Laurie Doherty – Kind. Dewing School
Gale Durkin – A.V. Aide – High/Middle Schools
Patricia Gale – Kind. – Trahan School
Sally Gariepy – PDD Aide - Trahan School
Karen Gillotte – Kind. Heath Brook School
Beth Ann McDermott – Kind. Dewing School
Kathleen Penney – Kind. Heath Brook/North St.
Mark Ronan – Middle School
Ann Mary Theisen – PPD Trahan School
Pamela Temmallo – Ryan School
Rebecca Walsh – Spec. Needs – Middle School
Eileen Weiss – Kind. Dewing School

Data Processing, Transportation & Facilities

David Libby – Center School

Network Manager

Keith Young – Center School

Technology Service Technician

Kevin Carey – Center School

Title I Academic Coaches

Mary Petrie – North Street School
Jennifer Fabiano - Heath Brook School

School Nurses

Judith Hopkins – Middle School
Linda House – High School
Debra Kraytenberg – Trahan School
Monica McBrine – North Street School
Sandra Miller – Assoc. Nurse – Systemwide
Carol Moriarty – Dewing School
Marcia Osterman – Ryan School
Elaine Walsh – Heath Brook School

Medical Aide

Ms. Jennifer R. Higgins, LPN – High School

Library Aides

Ann Donnelly – Heath Brook/No. Street School
Judith Dziadosz – Heath Brook/No.St./Ryan Schls.
Patricia Fothergill – Dewing School/Trahan School
Evelyn McCabe – Trahan School/Dewing Schools

School Secretaries

Kathleen Casey – High School
Maria Doherty – Trahan School
Anne Duncan – Business Office
June Fowler – Ryan School
Joanne Kearns – Middle School
Patricia Kearns – Medicaid – Special Ed. Office
Louise Kelley – Heath Brook School
Janice LaRocque – Superintendent’s Office
Mary Maguire – Superintendent’s Office
Eileen Mahoney – Dewing School
Lisa Marget – Business Office
Annmarie McCormick – High School
Maria McLaughlin – Ryan School
Donna McKenna – Special Education – Center
Kelly Mercier – Community Service
Patricia Meuse – Business Office
Patricia Napoli – Middle School
Nancy O’Hare – High School
Sarah Robson – Data Processing – Center School
Nancy Torname – Heath Brook/Dewing Schools
Patricia Welch – Special Education – Center
Sharon Zaremba – North Street School

Food Service Workers

Robin Adams – North Street School
Maureen Bedard – Middle School
Elaine Bennett – High School
Eileen Callanan – High School
Linda Carter – Heath Brook School
Linda Castiglione – Middle School
Maureen Contaloni – Ryan School
Barbara Curtin – Middle School
Allison DeFelice – Heath Brook School
Gladys DiBisceglia – Middle School
Robin Foran – High School
Anna Gaudet – Dewing School
Goldie Gizzi – High School
Jane Grant – Ryan School
Kim Kane – Ryan School
Nancy Kelleher – Middle School
Carol Lennon – High School
Christine Lopolito – Ryan School
Carol McCarthy – Dewing School
Denise Miano – North Street School
DebraLee Mugford – Center School
Marie Murphy – High School
Diane Nickerson – Middle School
Michelle Nowak – Trahan School
Susan O’Hearn – Dewing School
Patricia Reale – High School
Kimberly Sheehan – Dewing School
Kathy Sholl – Ryan School
Laura Sullivan – Ryan School
Holly Tellier – High School
Roberta Waldrip – Trahan School
Janice Woodman – Middle School

Maintenance and Custodial Workers

James Sharkey, Maintenance Foreman
Joseph Burke – Heath Brook School
Michael Carey – Heath Brook School
William Catherwood – Middle School
Charles Coughlin – Ryan School
Henry Dewing – Middle School
Travis Dobbin – High School
Lynne Dykeman – High School
Richard Fallon – Ryan School
Thomas Gilbride – Maintenance
David Harrington – High School
Bruce MacDonald – High School
Jon Marchand – Maintenance
Daniel Martin – Maintenance
Joseph McCann – North Street School
Robert McCarthy – Dewing School
Terrance Neal – Middle School
Roy Osterberg – Middle School
Donald Page – Heath Brook School
Ronald Page – North Street School
Roland Patterson – High School
Sandra Ryan – Dewing School
Joseph Rice – Trahan School
James Shimkus – High School
Richard Stronach – Dewing School
Barry J. Sullivan – Ryan School
Barry T. Sullivan – Ryan School
Peter Thuillier – Trahan School

Matron

Shawsheen Valley Regional Vocational / Technical School District

The Shawsheen Valley Regional Vocational Technical School District (SVRVTS) is pleased to submit its 2009 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 39th 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: Mark Trifiro, Vice Chairman / Treasurer, and Donald Drouin, Secretary, from Bedford; Kenneth L. Buffum and Bernard F. Hoar from Billerica; Paul V. Gedick and Alfred Verrier from Burlington; J. Peter Downing and Patricia W. Meuse, Chairman, from Tewksbury; and James M. Gillis and Robert G. Peterson, 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 ten (1,310) high-school students were enrolled in SVTHS's day school programs in October of 2009 and more than 500 adults participated in the school's various adult and continuing education courses.

In June of 2009, SVTHS graduated 282 seniors. Fifty-nine percent of the graduates planned to attend college or other post secondary schooling in the fall. Forty-three students intended to continue working in their trade while attending college and an additional sixty-seven students signed out employed in their field of study. In addition, one percent entered the military forces, and four percent were employed in other occupational areas.

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 135 full-time teachers as well as 15 paraprofessionals. Of those full-time teachers, there are 11 department chairs and 15 lead teachers. All SVTHS teachers exhibit the character, health, personality, and professional competency worthy of serving the needs of District students.

Academic Programs

MCAS Performance: In the Spring of 2009, the following MCAS performance scores of SVTHS sophomores were pre-eminent not only within the District but also throughout the Commonwealth.

	English Language Arts	Mathematics	Biology	Chemistry
(%)				
Passing	99.7	98	99	100
Advanced	28	42	8	31
Proficient	63	42	69	60

These results, which satisfied state-mandated criteria for Annual Yearly Progress, represent best-ever performances by SVTHS sophomores, whose aggregate progress was rated "very high" by the Department of Elementary and Secondary Education (DESE).

Curriculum Revision: The SVRVTS Committee approved a redesign of the state- and district-required U.S. History course formerly offered only in the eleventh grade. The restructured course—tentatively scheduled for implementation in the 2010-2011 school year—will be offered in grade 10 (Colonization to the Civil War) and grade 11 (Reconstruction to the present.) The two-year format will allow students to explore topics in greater depth and breadth while providing instructional time for written-response training—a critical element of MCAS preparation. Curriculum planners believe that the expanded format will enhance the test performance of SVTHS students, as did the prior and parallel change in the Biology curriculum.

In addition to these traditional performance and progress data, the DESE devised a new measure—which it dubbed the Median Student Growth Percentile (MSGP)—and reported school and district growth for the first time in the Spring of 2009. Once again, the SVTHS scores were pre-eminent throughout the District and Commonwealth. Only five (5) Massachusetts districts, all of which are small charter schools, earned English Language Arts MSGPs higher than those of SVTHS. In addition, the SVTHS Mathematics MSGP ranked among the top 17 percent of all Massachusetts district scores.

In sum, these data strongly suggest that the academic performance of SVTHS sophomores compares exceedingly well in local and state analyses, that the curriculum promotes academic progress between and among successive groups of sophomores, and—perhaps most importantly—that SVTHS students demonstrate extraordinary growth from the moment that they enter the school.

Pursuant to Educational Proficiency Plan (EPP) requirements promulgated by the Department of Elementary and Secondary Education, SVTHS designed and implemented an Algebra-2 course that anticipates the conceptual challenges of a grade-12 EPP population. In practice, the course has been conspicuously successful as a developmental mathematics vehicle.

In response to the increasing demand for College-Preparatory (CP) electives, members of the Science Department are designing a CP Physical Science course as a grade-12 option to CP Chemistry, and members of the Mathematics Department are designing a CP Statistics course as a grade-12 option to either CP Trigonometry or CP Calculus.

New Staff and Promotions: In the fall of 2009, Ms. Maureen Rahill joined the Mathematics Department to fill the vacancy created by the retirement of Mr. Thomas Gagnon. Ms. Jessica Cook joined the Social Studies Department to fill the vacancy created by the retirement of Department Chair Edward Geary, and Mr. David Marone was promoted to the Social Studies Chair. Ms. Erin McNeil joined the Support Services Department as a Science teacher to fill a vacancy created by the promotion of Ms. Nancy Simm to the position of Support Services Director. Ms. McNeil also assumed responsibilities as the school's Athletic Trainer. Finally, Ms. Jenn Elwell joined the staff as an English and Remedial-Reading Aide, replacing the recently retired Jo Nagy.

Summer School: In the summer of 2009, the SVTHS Summer Program enrolled approximately 105 students from ten surrounding school systems, who had failed an aggregate 122 academic courses. Individuals seeking summer-school information should contact Dr. Robert Kanellas, the Director of Academic Programs, at 978-671-3640.

Infrastructure Renovations: The extensive summer renovations to the school's infrastructure included, in part, the ongoing installation of ceiling-mounted LED projectors and white boards in many academic classrooms, the extensive remodeling of two English classrooms, and the re-tiling of two Mathematics and one Social Studies classroom.

Support Services

The SVTHS Support Services Department services the second largest population of students with special needs in Vocational Education within Massachusetts. Our school has the highest graduation rate in the state for schools with nearly one hundred special education students in each grade. The graduation average for students on Individual Educational Plans (IEPs) at SVTHS is over 90 percent as compared to the state average of 64 percent. The Support Services Department continues to implement various forms of technology that allow for equal access to the curriculum for all learners. Shawsheen's success on the MCAS has continued 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. With over 24 percent of our students being diagnosed with special needs, our passing rates as a school were over 90 percent on English Language Arts, Mathematics, and Biology. In addition to their work on MCAS, the Support Services staff has continued with extensive training to support the IEP process and the identification of specific learning disabilities for our special needs population based on new federal and state guidelines. Shawsheen is now using *eSped* software to write Individualized Educational Plans (IEPs). Following training, the staff transferred all IEP's into this system and has fully integrated this technology into all facets of the IEP process. Increased attention to training in the assessment process was provided with additional professional development for staff. The Support Services Department took part in a Coordinated Program Review that was completed by the DESE in the Fall of 2009. Renovations to existing office space were completed resulting in a well-equipped conference room enabling the school to provide a dedicated space for the many meetings that are held as part of the special education process.

Clubs and Organizations

Student Council: The Tenth 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 approximately \$500 and twenty cases of food for the Billerica Food Pantry. In addition, the Student Council, under the direction of faculty advisor Ms. Ellen Mountain, continued its energetic recycling program throughout the year.

Literary Magazine: For the second consecutive year, Shawsheen's literary magazine, *Ramblings*, received an award for excellence by a major educational organization. In 2007-2008, New England Scholastic Press Association (NESPA) Executive Director Helen Smith of Boston University's College of Communication awarded Shawsheen's literary magazine *Ramblings* NESPA's Highest Achievement Journalism Award in Scholastic Editing and Publishing. In 2008-2009, the National Council of Teachers of English named *Ramblings* a superior publication in its statewide Excellence in Literary Magazines competition. 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 Mrs. Leah Marquis of the English Department and Mr. Doug Michaud of the Technical Illustration/Commercial Art shop.

Alumni Association: Under the direction of its Planning Committee and faculty advisor, Mrs. Gail Poulten, the Alumni Association organized and held an inaugural Hall of Fame evening at the Tewksbury Country Club during which eleven distinguished alumni were feted. The honorees included Brian Theurer (Culinary Arts, 1976); Alita MacElhiney (Business Tech, 1980); Steven Uliss (Culinary Arts, 1981); Richard Bagni (Electrical, 1986); Michael Corricelli (Electronics, 1986); Robert Peach (Electronics, 1987); April (Fitch) Graffeo (Graphic Arts, 1988); Eric Borsini, DC (Data Processing, 1991); James Haroutunian, Esq. (HVAC, 1992); Christina Botte (Electrical, 1993); and David Smith (Graphic Arts, 1993). Any SVTHS alumni interested in working with Mrs. Poulten should contact her at gpoulten@shawsheen.tec.ma.us or 978-667-2111x584.

The Traveling Rams: During its second-ever global trek, members of the Shawsheen's international-travel club visited Greece and Italy in the spring of 2009 under the direction of their indefatigable faculty advisor, Ms. Kristin Sciacca, and five chaperones. In

the spring of 2010, The Traveling Rams will plan a trip to Barcelona. Interested parties should contact Ms. Sciacca at 978-667-2111x577 or ksciacca@shawsheen.tec.ma.us.

Performing Arts Club: Boldly changing direction from its 2007 dramatic production of *Frankenstein*, members of the drama club staged three sold-out performances of the musical *Grease* last year in the school auditorium under the direction of Ms. Angela Caira of the Guidance Department.

Oratory Club: Coached by faculty advisor, Mrs. Leah Marquis of the English Department, Sara Pietila, a twelfth-grade Health student from Billerica, placed first at the district level in the Voice of Democracy Speech Contest sponsored by VFW Post 2597 of Pinehurst.

Parent Advisory Council: Once again, graduation day culminated in a well-attended all-night party sponsored and organized by the SVTHS Parent Advisory Council under the direction of its faculty advisor, Mr. Ronald Fusco, and its chair and SVTHS alumna, Mrs. Robin Sgrosso.

Athletics

More than 450 Shawsheen students participated in interscholastic athletics. The 2008-2009 school year was a record-breaking year for school championships; our boys, girls and co-ed teams combined for a total of 18 championships (11 league and 7 state vocational titles). Winning league titles were the following teams: Girls Soccer, Boys Cross Country, Girls Cross Country, Golf, Football Cheerleading, Girls Basketball, Boys Hockey, Wrestling, Basketball Cheerleading, Softball and Boys Lacrosse.

Winning State Vocational titles were the following teams: Boys Soccer, Girls Soccer, Girls Cross Country, Girls Basketball, Boys Hockey, Wrestling and Girls Swimming.

The overall winning percentage of the varsity teams, 14 of whom qualified for post-season play, ranked among the highest in school history. Dozens of students were honored with all-star recognition by either the Commonwealth Athletic Conference or the Lowell Sun. Our boys' hockey program had a memorable season capturing the Eastern Mass. Championship. Mike DeRosa was honored by the Boston Globe and Boston Herald as a member of their All Scholastic teams. Coach Chuck Baker was selected as the Boston Globe Division 3 Coach of the Year.

For an unprecedented seventh time in eight years, SVTHS has earned the Markham Award from the Boston Globe for the most outstanding vocational technical high school sports 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 Mrs. Carissa Karakaedos, Director of Community Services, at (978) 671-3607 for information and/or a brochure.

School of Practical Nursing: The 2008-2009 year graduated 37 Licensed Practical Nurses (LPN). Since its inception, a total of 494 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 LPN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

Project Explore: Nearly 450 middle-school students from the District participated in after-school career awareness activities during the 2009 winter semester. Students explored a variety of career path options. This program is coordinated in conjunction with area middle school guidance counselors. The program is free of charge. Busing is provided by SVTHS. For registration materials or general information, please contact Mrs. Carissa Karakaedos at 978-671-3607.

Swim Program: SVTHS introduced a parent-and-me swim class and continued a strong following with water aerobics, lap swim and swim lessons during the 2008-2009 year in its Olympic-sized swimming pool. 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.

Billerica House of Correction: The Billerica House of Correction (BHOC) recently hired an Education Director to lead its current initiatives beyond the already established culinary arts program. SVTHS continues to collaborate through the Director of Community Services, Carissa Karakaedos, 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.

Middlesex Community College: SVTHS continued its partnership with the Hospitality Management Department of Middlesex Community College to deliver four courses at Shawsheen Tech as part of the requirements for its Culinary Arts Certificate or Associates in Science Degree option. Student enrollment was strong in 2009 and the program received exemplary student

evaluations. Discussions to expand technical course offerings are currently being explored by the MCC Hospitality Dean and SVTHS Director of Community Services, Mrs. Carissa Karakaedos.

Non-Traditional by Gender Advisory Committee: The SVTHS Non-Traditional by Gender Advisory Committee continued its pursuit to support initiatives for students enrolled in occupational areas that are non-traditional for their gender. The committee is led by a chair, overseeing four SVTHS teachers and staff, including two vocational teachers, one academic teacher and a support staff involved in the Gay/Straight Alliance. The committee had another successful non-traditional-by-gender night and continues to plan activities and events throughout the year.

Computer Services

During the year the Computer Services staff completed all the DESE data collection requirements including SIMS (Student Information Management System) data, EPIMS (Education Personnel Information Management System) data, SDDR (School Safety and Discipline Report) data, the Technology Report data and the VTCTS (Vocational Technical Competency Tracking System) data.

In the fall Computer Services added the class of 2013 to Parent Access Manager System bringing parent participation to approximately 80 percent. The Parent Access Manager allows parents to view up to date information on their children in the areas of attendance, grades, schedules and discipline information.

During 2009 computer labs for English, Business Technology, Graphic Arts, Drafting, Library, Internet Technology and Support Services received computer upgrades.

The four-year computer technology replacement plan was reviewed and updated for new technology needs and approved by the school's Technology Committee.

During the summer the department purchased computer hardware and software to replace three hardware servers with virtualized servers as part of the long-term capacity planning process.

By the end of 2009, the Computer Services staff upgraded Office 2007 to ninety five percent of the building.

Guidance

Admissions: SVTHS increased the incoming freshmen class to 335 in fall of 2009 to accommodate a larger number of students interested in attending. Roughly 650 applications were received for admission into the 9th, 10th and 11th grades.

College and Career Planning: Effective this year, all students will complete career plans aligned to their specific grade and areas of interest. The career plans are used in conjunction with the exploratory program to help students make informed decisions about shop majors. For seniors, it is part of the preparation to go out on cooperative education placement. Over 70 colleges participated in the college fair this year, with specialized workshops for students with learning disabilities, information on applications and financial planning. A new program preparing students for the Accuplacer exam went into effect for the graduating class of 2009. This program provided preparatory course work to help students place into college level courses at community colleges. Fifty percent of the students who participated placed one course higher, resulting in thousands of dollars of savings for SVTHS graduates in college tuition.

Scholarships and Awards: Local community organizations and SVTHS affiliates contributed approximately \$90,000 in scholarships this past year. This represents a ten percent increase over last year thanks to the organizations and individuals who continue to support our graduates each year through scholarship donations. SVTHS also saw an increase in Abigail and John Adams Scholarship award winners from 66 to 74 for the current graduating seniors, representing an increase in student MCAS performance levels.

Cooperative Education Program: Despite the economic down turn Shawsheen seniors were still successful in cooperative education placements throughout the 2008-2009 school year. One hundred and eighteen (118) students were placed during the year, representing 40% of the senior body.

School Council

An important agency of school governance, the 2008-2009 SVTHS School Council is made up of three parents, co-chair Kenneth Miano, Jean Perry, and Thomas Luther; two community members, Bob Lazott and Cosmo Ciccariello; two SVTHS faculty members, Robert Roach and Jason Tildsley; co-chair, Robert Cunningham, Ph.D., Assistant Superintendent-Director/Principal; and two students, Michael O'Connell and Lori Beth Fowler.

In 2009, the School Council met with the Superintendent-Director when he presented the school budget, made additions and revisions to the SVTHS Student Handbook, and developed the annual School Improvement Plan.

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 eighteen gold medals at the 2009 District level competition and two gold medals at the State level. Two Shawsheen students went on to the National competition in Kansas City, MO placing second (Silver Medal) and seventh.

Business Professionals of America: Business Professionals of America is a national career and technical student organization composed of state associations and local chapters serving members pursuing careers in business and information technology occupations. BPA provides opportunities to develop leadership skills, and to grow personally and professionally while utilizing career related competencies. Involvement in BPA enhances social awareness, civic responsibility, and business communication skills. SVTHS has earned a state officer position (President) for a second consecutive year and first-place awards at both the State and National levels.

National Accreditation: SVTHS has nineteen vocational programs, ten of which are nationally accredited by their respective industries. The programs include: Automotive Technology, Autobody, Machine Technology, Metal Fabrication, Culinary Arts, Graphic Communication, Drafting, Diesel Technology, Heating, Ventilation, Air Conditioning and Refrigeration, and Health Technology.

Transportation Cluster

Automotive Technology: One rotary car lift was replaced with an autobody lift and the remaining rotary car lifts were serviced, maintaining a high level of shop safety. The Automotive program, through the capital budget process, also acquired a new, technologically advanced Hunter high speed wheel balancer GSP9700.

Autobody: In staying current with new technologies, the Autobody program converted to waterborne technology for painting, replacing the toxic solvent-base method. The state of the art waterborne base set was donated by local Autobody vendor, Don Kennett. Lead teacher, David Lelievre, and general advisory board committee member, Jim Marshall, were instrumental in securing a \$5,000 award from ICAR to further support the program.

Diesel: After an extensive analysis of the program, SVTHS will graduate its last Diesel students in June 2010 and the remaining underclassmen will be absorbed into the Automotive Technology program. The steady decline in student enrollment and limited job placement of this program's graduates over the past several years led to the determination to close this program. The existing space will be renovated to accommodate a new science and health wing.

Service Cluster

Health Service and Technology: The Health Services and Technology Program have expanded externships with four elementary schools in Tewksbury to provide students with clinical experience in hearing and vision screening. Additional clinical externships have been initiated with AllOne Healthcare and the Billerica elementary schools. The program has continued its partnership with Saints Medical Center to sponsor a community blood drive. This year was the most successful yet with over 43 units donated that will be used throughout the community.

Through the capital budget process a new EKG machine was purchased to enhance student learning. Ronald Megna was hired to fill the void left by the retirement of Diane Cortese in June 2009.

Culinary Arts: The Culinary Arts program continued to serve the staff and the community with creative dishes that appeal to everyone's taste. Ordering from the menu in the Ram's Head Dining Room can only be done by making reservations; this is a testament to our outstanding reputation within the surrounding communities. All told, the Culinary Arts program served an astounding 10,891 dinners in 2009.

Through the capital budget process and under recommendations of the craft advisory board, the Culinary Arts program purchased an Eagle five bay electric steam-table and a new Garland gas top oven.

Stand out Culinary students include an 11th grade student who earned the prestigious Eagle Scout award and a 12th grade student who is also attending and earning credits at Johnson and Wales College.

Cosmetology: With the retirement of Camille Lloyd, the Cosmetology program hired Sandra Koch, who brings terrific enthusiasm and her personal experience of owning and managing a beauty salon. All but one senior from the class of 2009 acquired their licensure from the Massachusetts State Board of Cosmetology, and many are currently working in local salons.

Offering beauty services continues to be a large part of the Cosmetology program, as hundreds of local clients are served in our shop each year. This year students also traveled off campus several times to hone their skills by providing services to the elderly at the Burlington Towers Senior Center, Life Care Nursing Home and the Bedford and Billerica Senior Centers.

Construction Cluster

Carpentry, Plumbing, Electrical, Heating Ventilation & Refrigeration and Masonry: All five construction programs continued to provide a strong work-based curriculum by completing projects throughout the district's five towns. Some of the projects this year included the renovation of a 2,000 square foot Bedford farm house and Thrivent house for Habitat for Humanity of Greater

Lowell, the installation of a roof and the insulation of walls at Astle Street Radio Shack for the Tewksbury Water Plant, a new block/brick island and light pole at the Burlington Housing Authority, the completion of a gazebo at the Billerica Kids Konnection Playground in Billerica, the construction of the VFW platform /stair project in Billerica, the design and installation of pavers at the Francis Wyman Playground in Burlington, and the construction of six large kiosks for Cummings Park in Burlington.

At SVTHS the construction programs also joined forces to build a masonry storage shed and install brick pavers for a new sidewalk. The demolition and reconstruction of Rooms 104 and 105 were also completed resulting in two equal sized classrooms.

Equipment purchased through the capital budget process this year included ladders (carpentry), a wire puller (electrical), and a high efficiency gas boiler (HVAC&R). New instructors, Matthew Gillis (plumbing) and James McGreevey (HVAC&R), have been hired to replace Fred Coburn (plumbing) and Kevin St. Peter (HVAC&R).

Arts and Communication Services Cluster

Business Technology: The Business Technology program's computer labs were up-graded, renovated and expanded to accommodate their growing program.

Informational Support Services & Networking: A new technology plan was implemented with additional curriculum and further opportunities for students. Equipment recently added includes 20 new Dell PC Computers and a PC Computer management program.

Design & Visual Communications: Work-based learning culminated through in-house and community based projects where students learned valuable skills such as revisions to SVTHS Road Show video, Habitat for Humanity photo/ video, English Department Open House video/ DVD, Homecoming pep rally photo / video, Billerica VFW deck photo, Tewksbury DPW water tower photo, Burlington Housing Authority photo, Francis Wyman Playground photo, SVTHS softball scoreboard photo, SVTHS boys soccer video/ DVD 12, house project slideshow, winter sports teams video / DVD, Discover Salem photo contest, masonry storage building photo, and the 2009 SVTHS retiree video/ DVD.

The winner of the 2009 United Neighbors Invest in the Truth for Youth (UNITY) logo contest is a Shawsheen Design & Visual Communications student. UNITY is a citizens group based out of Wilmington that was formed to find answers for high cancer rate in the South Wilmington area.

Graphic Communications: Through the capital budget/ technology plan a new server was purchased, replacing the antiquated server that required constant repair. Revisions to the customer service center added new curriculum and a new workflow management process, providing new skills and efficiency to the program. Providing in-house and community-based work continued to be a large part of the program's curriculum.

Electro/Mechanical Cluster

Computer Aided Design & Drafting: The Drafting shop received a face lift, painting all the computer workstations and eliminating an overhead garage door by replacing that with a customize store front application. The large windows and glass door allows natural light, providing a more conducive learning environment. In accordance with the computer technology plan, upgrades to 18 of the 36 computers and the installation of new/upgraded software were completed.

Working on community-based projects continued to be a staple of the program. Projects included: designing the floor plans for the 7,500 sq. ft. Burlington Marion Tavern at Grandview Farms, designing a handicap maze for Burlington, planning for the Habitat for Humanity house, and building of shadow boxes for local elderly housing.

Two Drafting senior students earned college credits from Northern Essex Community College and New England Institute of Technology via articulation agreements.

Electronics: The Electronics program benefited from the addition of an after school Robotics Club. Successful First Tech Challenge (FTC) competitions at Pathfinder Vocational High School and Kingswood-Oxford School in West Hartford, CT served as great stepping stones. The Electronics shop area was updated with a new bench brake and small milling machine for fabricating parts for robots. New projects being developed from the Robotics Club have resulted in new curriculum and enhanced student interest in the Electronics program.

Machine Technology: George Squires was hired to replace the recently retired Joseph Mullen. The Machine Technology program also acquired a \$20,000 lathe from the MITRE Corporation which will be used to further enhance instruction.

Metal Fabrication and Welding: For the second year in a row this program hosted the annual open house for the Boston Chapter of American Welding Society (AWS). Students had the opportunity to see demonstrations of Orbital pipe welding, pipe cutting and beveling, and the exothermic process of cutting metal using only oxygen. The AWS recognized instructor John Fusco as Instructor of the Year 2009. Students also participated in the Notch Pipe Welding challenge, sponsored by Notch Mechanical Constructors. Through the capital budget process the Metal Fabrication program purchased a CNC PLASMA CAM Cutting System.

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 2009. Those retirees are: Diane Cortese, Health Technology; Judy DiCicco, Cafeteria; Pat Foley, Administrative Assistant; Tom Gagnon, Mathematics; Ed Geary, Social Studies; Camille Lloyd, Cosmetology; Don Meskie, Internet Technology; Jim Monagle, Support Services; and Joe Mullen, Machine Shop.

The District would like to acknowledge the passing of long-time school committee member John “Jack” P. Miller of Burlington who served the District for over 30 years. Jack contributed immensely through his dedication and commitment to our students and his community. Jack will always be considered a legacy on the SVRVTS D Committee and will be sorely missed. The School Committee unanimously voted to name its meeting room the “John P. Miller Conference Room” in appreciation of Mr. Miller’s service.

COMMUNITY DEVELOPMENT DEPARTMENT

*Community Development
Building
Community Preservation
Committee*

*Zoning Board of Appeals
Conservation Commission
Green 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, Planning and Conservation Office and the Engineering Office (transferred to the Department of Public Works in FY10). 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 newly created Green Committee.

Full time staff within Community Development include: Linda DiPrimio, Executive Secretary, Walter Polchlopek, Conservation Administrator, and Steve Sadwick, Director/ Town Planner. Dawn Cathcart continued to provide Recording Secretarial duties for the Planning Board, the Board of Health, and the Green Committee. Annette Marchant served as Recording Secretary for the Conservation Commission, Local Housing Partnership, Community Preservation Committee and the Economic Development Committee. Cheryl Romano continued to serve as Recording Secretary for 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 2009, the following implementation items from the Master Plan were addressed:

Priority A.2 - Replace the existing Commercial District with a series of zoning districts appropriate to various sections of Route 38. The Planning Board and Community Development's work with the Northern Middlesex Council of Governments resulted in the Town Center Overlay District (TCOD) being passed at the Spring 2009 Special Town Meeting. Additional overlay districts to the north and west of the TCOD were approved at the 2009 October Special Town Meeting.

Priority A.3 - "Develop consensus plan to resolve land use conflict in areas designed as "Neighborhood Compatibility Areas". The Planning Board and the Department are represented on the Tri-Town Task Force for the Lowell Junction area. The Director serves on the I-93 Interchange Working Group. A consultant was hired by the three Towns, Tewksbury, Wilmington and Andover to begin work on a form-based zoning code for the development. Northern Middlesex Council of Governments worked on a build-out analysis for the area as well as an expedited permitting process. This was identified as an action item from Amendment 1 to the Master Plan.

Priority A.4 - Confirm priorities for Tewksbury Town Center - Accomplished through the Town Center Overlay District effort.

Priority A.2 - Reorganize zoning along Route 38. 3 overlay districts were approved in 2009.

Priority A.7 - Complete and update Tewksbury's Open Space and Recreation Plan - The Community Preservation Committee funded and oversaw this project which included the Community Development Department and the Northern Middlesex Council of Governments which began in 2007. The Plan received approval by the State in 2009.

Priority B.3 - Acquire land or conservation restrictions. With the recently approved Open Space & Recreation Plan, the Conservation Commission and Community Preservation Committee attempted to purchase land adjacent to the Shawsheen River.

Priority B.5 - Pursue nominations to the National Register of Historic Places. The Historic Commission with CPA funds engaging a consultant to begin surveying the Town to identified potential nominees.

Priority C.2 - Develop and improve public amenities at Tewksbury Ponds. Long Pond was studied for aquatic characteristics and a public access plan in 2007. A recommended action plan was presented in 2008 and work is ongoing.

Priority C.4 - Continue to work toward resolution and clean-up of Sutton Brook Disposal Area. Consent decree issued on Sutton Brook Disposal Area in Fall of 2009.

Priority D.2 - Review the Town's roadway maintenance and management practices to minimize non-point source pollution and encourage infiltration. The Town continued its Stormwater Management Plan while awaiting new federal guidelines.

Affordable Housing

The Town's current MGL Chapter 40B affordable housing inventory is at 9.1%. Until the Town achieves 10% it will be susceptible to Comprehensive Permits that over ride local regulations including zoning.

The Partnership currently includes Corinne Delaney, Steve Deackoff, Greg Peters, Jay Axson, Raymond White, Laura Kaplan and Ronald Roy and advisory member Nancy Reed.

The Department assisted the Board of Selectmen, Local Housing Partnership and the Zoning Board of Appeals with 9 comprehensive permits in various stages of development. The most significant project is the Lodge at Ames Pond, which will provide 364 rental units.

The Housing Partnership established a subcommittee to pursue HUD 202 funds for senior housing at land owned by the Tewksbury Housing Authority. The Partnership received a commitment from the Board of Selectmen for \$330,000 out of the Affordable Housing Trust Fund for this project. The Zoning Board of Appeals approved the project for a special project. The project awaits notice from the U.S. Department of Housing and Urban Development on its recent submission.

Economic Development Committee

The Economic Development Committee was created at the end of 2007 and includes the following members; David Plunkett-Chairman, Todd Johnson, Nancy Reed, David Gay, Kevin Donnelly, Tracy Clement, David Cressman, Steve Deackoff, and Jen Hinderer.

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 2009, the Committee met on 2 occasions with representatives of the Simon Properties to discuss their holdings in Tewksbury. The Committee was clear in directing Simon to notify the public at large if there is a significant change in their development program from the original Mills proposal. The Committee also met the owners of Riverview Park on Woburn Street to discuss their development program of a 225,000 square foot building. A developer discussed the challenges of redevelopment at the old Purity Plaza with the Committee.

The Committee held 2 business breakfasts in 2009. The first was co-sponsored with the Greater Lowell Chamber of Commerce and was held at the Senior Center. The second Business Networking Breakfast was held at the Library in June 2009 and was very successful.

On April 30, 2009, the Town was awarded the designation as a Gold Bio-Ready Community by the Massachusetts Biotechnology Council.

Town Engineer Office- 2009 Annual Report filed with Department of Public Works.

Other Initiatives

The Department continues to work with the Planning Board's Zoning Bylaw Subcommittee in reviewing the Zoning Bylaw. In 2009, six zoning bylaw amendments were submitted and approved by Town Meeting.

Members of the Planning Board's Zoning Bylaw Subcommittee include Vincent Spada, Nancy Reed and David Plunkett.

The Director of Community Development serves on the Tri-Town Task Force along with Planning Board Member, Robert Fowler. The Task Force hired VHB as its form-based zoning code consultants. The project began in the Fall of 2009 with

Listening Sessions being held in Tewksbury, Wilmington, and Andover as well as a public design charrette in Tewksbury on October 29, 2009.

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.

Community Development took the lead in the creation of the Green Committee in the Spring of 2009. The Town has since submitted grants through the Clean Energy Choice program, the Department of Environmental Resources green planning program and the Energy Efficiency & Conservation Block Grant.

Finally, the Director and the Conservation Administrator worked with the Conservation Commission to revise and update the Town's Local Wetland Protection Bylaw. The amendments were successfully passed at the 2009 Spring Special Town Meeting.

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 2010, 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 2009:

8	Variances	7	Approved	1	Withdrawn
2	Special Permit	2	Approved		
2	Combination Variance/Special Permit	1	Approved	1	Pending
5	Modification of Existing Comprehensive Permit	5	Approved		
5	Party Aggrieved Decision of Building Commissioner			2	Denied
3	Extension to Variance	3	Approved	3	Withdrawn

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,

Kenneth Collins, Chairman

Zoning Board of Appeals

Board of Health

The Board of Health (Board) is pleased to submit the 2009 annual report. The Board is comprised of the following five (5) elected officials: Ralph Hatton, Chairman; Philip French, Vice Chairman; Christine Kinnon, Clerk, Edward Sheehan and Mary Ellen Fernald, members.

The 2009 elections brought a new Board of Health member; Mary Ellen Fernald replaced Robert Briggs. After many years of service Robert Briggs decided to retire. On Behalf of the Board, Health Department and myself, I would like to acknowledge and thank Mr. Briggs for his years of dedicated service to the Board of Health and the community.

The Board of Health is charged with the protection of the public health. It is the Board's responsibility to develop, implement and ensure the enforcement of health 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 animal control laws 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
	Barbara Westaway	Operations Assistant
	Dean Trearchis,	Sanitarian
	Brian Fernald,	Animal Control Officer
	Virginia Desmond, PNA	Public Health Nurse
	Pamela Gorrasi	Animal Inspector
	Dawn Cathcart	Recording Secretary

On behalf of the Board of Health, I hereby submit the following activity report for the year 2009.

Strategic Planning

The Health Department continues to be active working with the surrounding communities of Billerica, Chelmsford, Dracut, Lowell, Tyngsboro, and Westford in a regional coalition (Upper Merrimack Valley Public Health Coalition (UMVPHC)) for response to public health threats within the area. The coalition meets regularly preparing for a regional public health emergency response. Regional emergency responses are completed and we are actively testing them. In December, the UMVPHC held a regional H1N1 Influenza clinic in Westford. This clinic served as the coalition's annual drill to exercise our regional emergency preparedness plans. Director Clement, Sanitarian Trearchis, and Public Health Nurse Desmond, participated in this clinic. We each had different roles from our normal daily responsibilities and tasks. The clinic was well attended by each community's residents and lessons were learned about our strengths and weaknesses.

To compliment the UMVPHC, we are a member of the Upper Merrimack Valley Medical Reserve Corps (MRC) and the Board's Chair Ralph McHatton is Tewksbury representative.

The "Second Annual Health Fair" occurred with approximately 55 various health exhibitors including nutrition and exercise planners, massage therapists, pharmacies, funeral directors and much more. The general public enjoyed the event and we look forward to continuing this educational event next year.

In collaboration between the school and health departments; a new tobacco regulation was drafted and submitted to the Board. At the recommendation of the collaboration; the Board implemented smoking regulations for school property.

The funding source for our community's tobacco control program (Metro West Tobacco Control Program) was diminished to the point, where the program would not be able to fulfill the requirements of MGL and the program was disbanded.

The Health Department worked closely with the students at University of MASS, Lowell campus in two projects this year; the students and the Public Health Nurse produced a video on gastrointestinal health and other students researched the status of a portion of the Sutton Brook Superfund site known as the Pumpkin Patch." Both projects were presented to the community at a board meeting.

Public Health Nursing Services

Public Health Nurse Virginia (Ginny) Desmond continues to educate the public and the seniors. She works closely with other departments and team members; such as the Sanitarian and school department in the investigation of communicable diseases and

immunizations. She and the Director attend and participate in Upper Merrimack Valley Public Health Coalition with emergency preparedness. The public health nurse also provides limited care and referral services to the public.

She offers various clinics such as Flu, Pneumonia, and Blood Pressure Clinics, and works closely with individuals regarding the general public's private medical topics. Additionally, this year she paid close attention and attended many informational meetings regarding the H1N1 Influenza.

Again, this year the Public Health Nurse organized and served as a preceptor for a Salem State student nurse. This nurse worked along side of Ms. Desmond in the organization of the H1N1 clinic, investigation of communicable diseases and other public health educational issues.

She attends the necessary meetings, seminars, and trainings to maintain current on public health topics.

Environmental Activities

Dean Trearchis, Sanitarian and Lou-Ann Clement, Director attended miscellaneous seminars regarding emergency preparedness and response, water response, food sanitation, housing, nuisance animals, Title V, etc. Ms. Clement is active with MHOA serving as a member of the executive board, as well as being a participant in other communities and organizing various sections of the annual educational conference.

Beyond the activities of inspecting various businesses and establishments; the Environmental section performs continuous monitoring of the numerous beaver dams throughout the town. Monitoring is performed on a regular basis to observe beaver activity. We work closely with Department of Public Works (DPW) to observe this activity to help alleviate other associated problems. The Health Department will continue to have beaver deceivers installed to continue to implement some form of permanent solutions. Additionally, this process works closely with Conservation to obtain breaching permits are needed. We also help businesses and residents as necessary to obtain the required beaver permits they need to protect their neighbors and their own property from beaver activity.

H1N1 Influenza overwhelmed the community, commonwealth and nationally. This department worked diligently being proactive in obtaining the correct message and passing it along to the community. Additionally, grant monies through the UMVPHC was received to help the health department infrastructure with the implementation of H1N1 activities.

Public health issues are still pending surrounding the Krochmal Farm – piggery. The Board implemented a Noisome Trade site assignment that has various requirements to help with a long term solution. The Tewksbury Resident Advisory Group (TRAG) met regularly to address the resident's concerns, and to continue to work towards the long-term resolution.

Animal Activities

Animal Control Officer (ACO) Brian Fernald is responsible for various animal issues, including dog licensing enforcement, investigating and resolving animal complaints, removing dead animals from roadways, and responding to other animal-related calls. ACO and Animal Inspector are responsible for investigating animal bites and quarantining animals as necessary.

In FY10 animal control division was reorganized; there was a reduction in animal control staffing; full time (40 hours) position was cut back to part time (20 hours) and the part time position (4 hours) was eliminated and the dog pound closed. We utilize a private animal service, Wignall Animal Hospital in Dracut MA for captured dogs.

In collaboration with the Town Clerk, the Health Director prepared and received approval at the annual Town Meeting to increase dog's fees and fines.

I would like to take this opportunity and thank the Board of Health members Ralph McHatton, Philip French, Edward Sheehan, Christine Kinnon; and Mary Ellen Fernald, the Health Department team members, Operations Assistant Barbara Westaway, Sanitarian Dean Trearchis, Animal Control Officer Brian Fernald, Public Health Nurse Virginia Desmond, Animal Inspector Pamela Gorrasi, and Recording Secretary Dawn Cathcart for their dedication and service to the community.

**TEWKSBURY BOARD OF HEALTH
2009 ACTIVITY REPORT**

Revenues received in 2008 totaled \$49,411.67.

INSPECTIONS CONDUCTED

Septic System Inspections	14	Re-inspections and Follow-up	176
Plan Reviews	35	Complaints	509
Housing Inspections	22	Farm Surveillance	94
Swimming Pool Inspections	13	Ice Rink Inspections	02
Office of Children Inspections	14	School Inspections	16
Hotel Inspections	09	Animal Complaints	08
School Café Inspections	21	Court Appearances	14
Food Service Inspections	135	Indoor Air Quality	01
Sewer Tie-in Inspections	11	Nuisance Investigations	12
Body Art Investigations	02	Tobacco Investigations	01
Beaver Monitoring	65	Odor Investigations	13
Tanning Booth Inspections	06	Miscellaneous	12
Pump Truck Inspections	21		

PERMITS ISSUED

Septic Systems - Repairs	13	Food Service	304
- Abandon	346	Mobile Food	08
Installer License	16	Frozen Desserts	11
Septic Hauler	47	Funeral Directors	03
Offal/Rubbish Hauler	54	Tanning Booths	10
Ice Rink	01	Consent Decree	12
Hotels	15	Trailer Parks	01
Pools	20	Animal	16
Recreational Camps	02	Retail Tobacco Sales	38
Tracking Title V Reports	163		

NURSING ACTIVITIES

Blood Pressure	695	Legionella	01
Vaccinations	133	Communicable Disease Investigations	150
Lyme disease Investigations	49	Rotovirus	02
Salmonella	05	Strep Pneumonia	06
Giardia	02	TB	06
Blood Sugars	352	Campylobacter	04
Consultations	42	Cryptosporidium	01
Clinics	10	Toxoplasmosis	03
Vaccine Distribution	09	Health Education	43
Home Visits	278	Diabetic Consultations	18
Hep A	01	First Aid	24
Hep B	04	Ambulances	09
Hep C	44		
Influenza	07		

ANIMAL CONTROL ACTIVITIES

Loose dogs complaints	141	<i>Citations Issued:</i>	
Live Animal Recovery	22	Leash Law	23
Captured dogs to Wignall	03	Failure to License	30
Farm Inspections	26	Written Warnings	30
Quarantines	11	Verbal Warnings	28
Decreased Animal Removal	272	Barking Dog Complaints	90

Respectfully submitted:
Lou-Ann C. Clement, C.H.O.
Director of Public Health

Building

Edward P. Johnson was appointed as Building Commissioner in June 2009. Edward had been Assistant Building Commissioner for 12 years prior. He is fully responsible for all permits, inspections and zoning investigation. This is in addition to his duties as Sealer of Weights and Measures. Dawn Cathcart and Nancy O'Keefe 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.

Due to budget cuts and staff consolidation, the Building Department Permit Technicians now handles all DPW permits including trench, street opening and driveway permits. This department now handles all DPW phone calls and resident questions. Since the DPW permits were taken over by the Building Department in August 2009, the following permits were issued:

Type of Permits	# of Permits	Fees Collected
Trench Permits	207	\$8,300
Street Opening Permits	83	\$16,040
Physical Alterations (Driveway) Permits	40	\$4,550

In 2009, there were 827 building permits issued with a value of work of \$40,084,251. This generated \$439,152 in building permit fees. The number of associated permits (ie, electrical, plumbing, gas) remained consistent with previous years. There was a decrease in building fees collected in comparison to 2008 largely due to the fact that the fees for the Hanover Crossing project, which consists of 364 apartments, were collected in 2008.

Present activity includes these major housing subdivisions:

	Lynnes' Way (Pinnacle St)	Nolan Court (40B) Livingston Street	Roberts Reach (40B) Livingston St	Shawsheen Woods (40B) Winter Lane	Ames Run Catamount Rd Ext	Jill's Way
Total # of units:	20	16	16	16	21	58
Permitted to date:	20	16	16	16	10	40
Occupied to date:	18	7	15	13	5	36

Commercial projects included:

- Town Fair Tire – 215 Old Main Street
- Various Tenant Fit-ups for Restaurants, Office and retail space.
- 180,000 SF Build Out at 495 Network Center
- Village Green Apartments – 56 Multi-Family Units – **COMPLETED 09/15/09**
- Hanover Crossing–Ames Hill–364 Apartment Development – **6 BUILDINGS COMPLETE**
- Fahey Place – 26 Multi-Family Units – **COMPLETED 10/29/09**

Additionally, the department issued 649 wiring permits, 958 plumbing/gas permits, 346 sewer entry permits, 50 sewer connection permits, and 152 water permits. Certificates of Inspection were issued to 81 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 2010)

- Andover Rd. – Robertson Estates – 26 Single Family Homes. Roadway constructed
- Andover Rd. – Andover Estates – 24 Dwelling Units – Roadway under construction
- Sughrue Commons – Commercial Strip Mall
- East Street – Industrial Building
- Carter Commons – 80 Multi-Family Dwelling Units
- Wells Estates – 11 Single Family Homes

In the Weights and Measures Division, there were 246 devices tested and sealed and 14 investigations of short measure were completed. Fees collected were \$4,730.

Following is a breakdown of permits issued during 2009.

Respectfully submitted,
Edward P. Johnson
Building Commissioner

BUILDING PERMITS by CATEGORY TOTALS

Permits Issued: 1/1/09 thru 12/31/09

	<u>NUMBER of</u> <u>PERMITS</u>	<u>VALUE</u>	<u>FEES</u>
Com ADDITION	1	\$314,000	\$3,265
Com CERT of INSP	81	\$0	\$8,438
Com DEMO	2	\$187,250	\$407
Com FOUNDATION	2	\$0	\$200
Com MISC	16	\$571,123	\$15,755
Com NEW BLDG	1	\$559,000	\$5,740
Com RENOVATION	22	\$6,527,384	\$67,680
Com ROOF	7	\$844,540	\$8,832
Com TEN FIT-UP	30	\$1,966,673	\$23,140
Res 40A FEE	1	\$0	\$300
Res ADDITION	41	\$3,916,971	\$29,091
Res CHIM/FP	1	\$0	\$75
Res DECK	42	\$442,251	\$5,530
Res DEMO	20	\$851,200	\$2,048
Res FAMILY SUITE	10	\$1,015,960	\$11,550
Res FOUNDATION	59	\$500	\$1,550
Res MFD	23	\$11,076,265	\$113,784
Res MISC	6	\$75,237	\$1,075
Res NEW SFD	45	\$7,763,780	\$79,921
Res POOL	19	\$241,100	\$2,840
Res RECORDING	8	\$500	\$4,000
Res REINSPECTION	1	\$0	\$25
Res RENOVATION	170	\$2,193,742	\$27,825
Res ROOFING	99	\$680,702	\$9,375
Res SHED	19	\$61,827	\$945
Res SIDING	40	\$688,191	\$9,736
Res WOOD STOVE	21	\$30,979	\$1,050
SIGNS	37	\$52,901	\$4,725
TEMP TRAILER	3	\$22,175	\$250
TOTALS:	827	\$40,084,251	\$439,152
Plumbing	586		\$48,869
Gas Permits	372		\$13,005
P&G Reinspections	21		\$545
Electrical Permits	649		\$57,705
SEWER			
Sewer App	346		\$21,210
Sewer Plumbing	258		\$10,320
Sewer Connections	50		\$381,000
Water Permits	152		216,330.98

Conservation Commission

The Conservation Commission consists of five members., all of whom are appointed by the Board of Selectmen. The Conservation Commission Officers for 2009 are Chairman Stanley Folta, Jr., Vice Chairman Anthony Ippolito, Clerk Laurence Bairstow, Craig Stimmel and Stephen Deackoff are members. The Commission would like to thank Patricia Powers for her years of service as member on the Conservation Commission.

The Conservation Commission is responsible for administering the Tewksbury Wetland Protection Bylaw and the Massachusetts Wetland Protection Act (M.G.L. Chapter 131, Section 40). The Commission's goal is to protect wetland resource areas, buffer zones, riverfront areas, related water resources areas, water quality as well as issuing permits, certificates of compliance, enforcement actions and the management of land for Open Space in the Town of Tewksbury.

During 2009, the Conservation Commission reviewed many Notice of Intent, ANRAD and Request for Determination of Applicability applications for work within the 100 foot wetland buffer zone and in some cases within the 200 foot riverfront area.

All applications submitted for action by the Conservation Commission requires a public hearing to be held at which time all abutters are given an opportunity to express their views. 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 or Determination of Applicability 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 2009, the Conservation Commission issued permits and Certificates of Compliance for many projects. Each of these projects had several hearings with concerns from residents which resulted in the Conservation Commission spending much time in preparing the Order of Conditions, Determination of Applicability and Certificate of Compliance. These projects included 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 2009 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 a perennial stream 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.

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 Sughrue DPW Building located at 999 Whipple Road and is open to the public from 8:00 A.M. to 4:00 P.M. Monday through Thursday and Friday 8:00 A.M. to noon.

Respectfully submitted
Walter S. Polchlopek
Conservation Administrator

Planning Board

The Tewksbury Planning Board consists of five-elected town residents. The Planning Board Officers are David Plunkett, Chair, Salvatore Torname, Vice Chair, and Nancy Reed, Clerk. Other members of the Board include Robert Fowler and Vincent Spada.

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 fifteen special permits for various projects. One project was denied and one was withdrawn. Significant projects that were approved by the Planning Board included an 80 unit multi-family project on Main Street and Victor Drive named Carter Commons which will include 12 affordable units. The Board also approved a special permit for Town Fair Tire on Old Main Street, approved two cellular locations and three family suites.

The Planning Board endorsed five plans that were found not to require subdivision approval. The Planning Board also approved three non-substantial determinations, three extensions of special permits, recommended five streets for public layout, assisted in the funding of sidewalks for Foster Road and rescinded one subdivision at the applicant's request.

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 Vincent Spada, Nancy Reed and David Plunkett. The Subcommittee proposed seven articles for Town Meeting action. The most significant Zoning Bylaw changes were the development of a Town Center Overlay District, and two additional overlay districts on Main Street, the Village Mixed Use Overlay District and the Village Residential Overlay District.

Board members are very active serving as representatives to the NMCOG-David Plunkett, Local Housing Partnership-Nancy Reed, Community Preservation Committee-Nancy Reed, I-93 Interchange Tri-Town Task Force-Robert Fowler, Economic Development Committee- David Plunkett and Nancy Reed, and the Tewksbury Green Committee- Robert Fowler and Sal Torname. Vincent Spada is serving on the Town Charter Review Committee and the High School Building Committee.

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. The Board is currently working on furthering design standards and an overlay zoning district for the southern section of Main Street as recommended in the Master Plan.

Respectfully submitted,
David Plunkett, Chair
Planning Board

Community Preservation Committee

The Community Preservation Committee (“CPC”) includes representatives from town boards and committees and one at large citizen member. The CPC Officers are, Nancy Reed, Chair, Donna Pelczar, Vice Chair, Larry Bairstow, Clerk, along with Tom Churchill, Corinne Delaney, David Gay and David Cressman.

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 working on the following projects that were awarded by previous Annual Town Meetings (ATM) and Special Town of Meetings:

Historic Survey – Awarded STM, May 9, 2007, Article 3 - \$28,000. Create a database containing detailed information about the historic properties, site and objects in Tewksbury, using the forms prescribed by the Mass Historical Commission. This is useful for citizens’ research, and is required for the Tewksbury Historical Commission to pursue preservation efforts, like historic districts, and grant opportunities. The contract for this project was awarded in 2009 and should be completed in 2010.

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.

Town Hall Renovation Study, Architectural Design and Construction Plans – Total award \$417,500.00

These Town Hall Renovation Committee proposals sought to revise and update the 2001 plans, provide new cost estimates, separate out CPA related costs and further define the financing.

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.

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.

Town Hall Records Preservation Study – 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 at an estimated cost of \$19,165.00. The proposed project also includes proactive document storage measures as recommended by the New England Document Center and the State Board of Library Commissioners. The preservation of town historical records and archives is a State mandate as well as a community need. This effort will be coordinated with the renovation and preservation of the Town Hall.

Open Space and Recreation Plan – The Community Preservation Committee and the Northern Middlesex Council of Governments completed this project in 2009. The Town received notification from the State’s Department of Conservation Services that the plan is certified for 5 years. With this plan in place, the Town will now be eligible for grant programs through the State. Additional Administrative funds of \$7,500 were awarded on 2008 for GIS mapping and database inventory of all open space parcels in the Town, as a required element of the OSRP. Refinement of GIS open space data is ongoing and supported by CPA Administrative Funds.

In 2009, the Tewksbury CPC supported Senate Bill 90 legislation at the Statehouse. An amendment to the Community Preservation Act, this bill would increase the annual minimum CPA trust fund match to 75%. The trust fund derives its revenue from fees collected at the Registries of Deeds statewide. Secondly, this bill would allow communities to combine a traditional 1% CPA property tax surcharge with up to 2% of other municipal revenue in order to fund their local Community Preservation account. Thirdly, this bill would clarify the allowable uses for CPA funds so that communities can rehabilitate existing outdoor parks and other recreational resources. Currently, rehabilitation projects are restricted to recreational resources that were acquired or created with CPA funds. We look forward to the passage of this well-received legislation in 2010.

The Community Preservation Committee welcomes project proposals that may contribute to preservation in Tewksbury.

Respectfully submitted,
Nancy Reed, Chair
Community Preservation Committee

Green Committee

The Tewksbury Green Committee includes representatives from town boards and committees and three at large members. The Green Committee officers are; Anne Marie Stronach- Chair, Robert Fowler- Vice Chair, Joseph Cary- Clerk. Additional members include; Thomas Cooke, Jack Quinn, James Duffy and Marc Ginsburg. Salvatore Torname is the Planning Board's alternate representative.

The Green Committee was proposed by Community Development Director, Steven Sadwick, to the Board of Selectmen in the Spring of 2009. The Committee held its organizational meeting in June 2009 and has undertaken a number of activities since that first meeting.

The Town of Tewksbury's Green Committee has been established to explore energy conservation and renewable/ alternative energy generation strategies for the Town, its residents and commercial base. The Committee will assess the Town's baseline energy consumption, develop achievable targets for energy conservation, explore zoning changes to allow for renewable/ alternative energy generation across all types of land use, consider environmentally sustainable building and site standards for all classes of buildings, serve as a local advisor for federal and state energy related grant programs and develop a community outreach program.

The Committee successfully received a \$10,000 planning grant from the State's Department of Energy Resources (DOER) to work towards becoming a State Certified Green Community. In order to be a Green Community, a municipality must achieve the following benchmarks:

- adopt local zoning bylaw or ordinance that allows "as-of-right-siting" of renewable energy projects – siting that does not unreasonably regulate these uses;
- adopt an expedited permitting process related to the as-of-right facilities;
- establish a municipal energy use baseline and establish a program designed to reduce baseline use by 20 percent within five years;
- purchase only fuel-efficient vehicles for municipal use, whenever such vehicles are commercially available and practicable;
- require all new residential construction over 3,000 square feet and all new commercial and industrial real estate construction to reduce lifecycle energy costs.

The Committee will work with the State and the consultant to implement these measures. Certified Green Communities will be eligible for grant programs through the DOER.

The Committee has applied for a \$6,000 grant through the Clean Energy Choice funds. This grant would allow for a demonstration solar powered lighting project at the Wamesit Indian statute and educational material for students and the general public.

The Committee also applied for an \$85,000 grant through the Energy Efficiency and Conservation Block Grant to install photovoltaic solar panels on the roof of the Town Hall Annex. Committee members have been working closely with Town staff on the replacement of the Annex roof and attempting to fund solar panels at the same time.

Other activities of the Green Committee include:

- Working with the High School Building Committee to discuss "green" elements of designing the new high school;
- Signing onto the Bottle Bill Resolution with the Board of Selectmen;
- Endorsing the Patriotic Committee's efforts to upgrade the Town Common holiday lighting.

While only being in operation for approximately six months, the Tewksbury Green Committee has been extremely active and will continue its diligent work into 2010.

Submitted,
Anne Marie Stronach
Chair

FINANCE DEPARTMENT

Auditor's Report
Tax Collector

Board of Assessors
Computer Services

Treasurer's Cash

Auditor's Report

The Auditor's Office, as part of the Finance Department, is responsible for review of all payroll and vendor payments, accounting for all revenues and expenditures and maintaining the official financial records of the Town.

The Auditor's Office also coordinates the annual independent audit of the Town's financial statements. Due to extenuating circumstances, the fiscal year 2009 audit has not been completed as of the due date of this report. Therefore the financial results that follow are based on unaudited numbers.

The financial results for fiscal year 2009 continue to show a negative trend due to a number of issues, primarily related to economic conditions. Among them are additional reductions in state aid as a percentage of the budget, a planned use of reserves to fund current year operations and increases in pension (3.63%) and health care (4.36%) and special education costs. Since FY01, state aid has decreased from approximately 24.9% of the total budget to 23% of the total budget. In addition, as a result of the weak economy, the Town had to use reserves for the seventh year in a row to continue to provide the same level of service as in prior years. The Town continued conservative spending of appropriations and conservative revenue estimation however reserves generated from revenues in excess of budget and unspent appropriations continues to decline.

In May, 2009 the Town refinanced \$6,985,000 of bonds originally issued from 1996 to 1999. In conjunction with the refinancing the Town also received a lump sum payment from the Massachusetts School Building Authority in the amount of \$6,807,182 which reflected the present value pay off of the remaining amount owed on the Ryan School Project. Together these two transactions will save the taxpayers close to \$1,000,000 over the remaining life of the bonds.

The sewer enterprise fund, which was established on July 1, 2003 pursuant to a vote taken at the October, 2002 Special Town Meeting, generated a planned surplus of \$2,020,972. This enterprise fund accounts for all of the activity of the Town's Master Sewer Project and other sewer projects. The surplus generated will be used in future years to stabilize user fees. Sewer rates remained at the same level adopted on January 1, 2008 based on a three tier rate - 0 to 59,999 gallons - \$7.53 per 1,000 gallons, 60,000 to 149,999 gallons - \$9.05 per 1,000 gallons and over 150,000 gallons - \$11.61.

At the May, 2005 Annual Town Meeting the Town voted to establish a Water Enterprise Fund under the provisions of Massachusetts General Law Chapter 44 Section 53F ½. This new fund was established as of July 1, 2005 to account for all receipts and disbursements of water related activities for operations and capital projects. The fund generated a surplus of \$153,926 for FY09. Water rates were increased by 10% to \$5.58 per 1,000 gallons for usage of 0 to 59,999 gallons, \$7.25 per 1,000 gallons for usage of 60,000 to 149,999 gallons and \$9.03 for usage over 150,000 gallons. In FY09 the water enterprise fund also received an MTBE settlement of \$434,395.

The Town's bond rating from Standard and Poor's remained at AA-.

Donna M. Walsh
Town Auditor/Finance Director

GENERAL FUND BALANCE SHEET

June 30, 2009

ASSETS

General Cash		10,558,007.49
Collector	300.00	
Appeals	200.00	
Schools	50.00	550.00
Uncollected Taxes:		
Personal Property:		
FY99	53.04	
FY00	91.00	
FY01	166.32	
FY02	234.47	
FY03	889.27	
FY04	1,921.14	
FY05	12,687.58	
FY06	5,379.53	
FY07	10,447.39	
FY08	23,766.02	
FY09	67,737.66	123,373.42
Real Estate:		
FY06	(1,564.33)	
FY07	(1,077.62)	
FY08	(1,022.93)	
FY09	929,717.55	926,052.67
Motor Vehicle Excise:		
Prior FY	(278.66)	
FY04	55.96	
FY05	402.12	
FY06	20,127.08	
FY07	29,332.35	
FY08	50,361.78	
FY09	131,285.42	231,286.05
Boat Excise:		
FY05	169.00	
FY06	1,010.00	
FY07	1,413.18	2,592.18
Other Receivables:		
Tax Liens/Titles/Possessions	2,055,089.03	
Taxes in Litigation	-	
Deferred Taxes	114,603.62	
38D	125.00	
Ambulance Services	410,836.68	
Veterans Services	110,037.39	
Due From State	-	
Due From Employees	5,995.68	2,696,687.40
TOTAL ASSETS		14,538,549.21

LIABILITIES/RESERVES

Warrants Payable		1,437,107.66
Accrued Payrolls		245,588.21
Payroll Withholdings Payable:		51,139.02
Allowance for Abatements:		
FY98	330.21	
FY99	-	
FY00	856.71	
FY01	-	
FY02	-	
FY03	-	
FY04	22,637.00	
FY05	-	
FY06	-	
FY07	233,487.61	
FY08	348,992.04	
FY09	834,984.06	1,441,287.63
Unclaimed Property:		
Abandoned	31,642.40	
Tax Refunds	19,622.91	51,265.31
Taxes Paid in Advance	12,110.64	12,110.64
Deferred Revenue:		
Taxes in Litigation	-	
Real/Personal Taxes	(423,754.83)	
Supplemental RE Taxes	31,893.29	
Tax Titles/Possessions	2,055,089.03	
Deferred Taxes	114,603.62	
Motor Vehicle Excise	231,286.05	
Boat Excise	2,592.18	
38D	125.00	
Ambulance Service	410,836.68	
Veterans Benefits	110,037.39	2,532,708.41
TOTAL LIABILITIES		5,771,206.88
Fund Balances:		
Encumbrance Reserve	1,913,401.03	
Reserved for Expenditures	1,900,000.00	
Teachers Pay Deferral	(1,279,000.00)	
Petty Cash	550.00	
Flood Expenditures	-	
Unreserved/Undesignated	2,689,312.65	
Reserved for Future Year Debt	4,216,437.84	
Overlay surplus	-	
Overlay Deficit	-	
Reserved for Court Judgements	-	
Snow/Ice Deficit	(673,359.19)	
TOTAL FUND BALANCES		8,767,342.33
Total Liabilities/Fund Balances		14,538,549.21

SPECIAL FUNDS

Town Revolving/Grant Accounts

Insurance <20K Town	3,562
Insurance <20K Police	628
Insurance <20K Fire	0
Insurance <20k DPW	17,878
Arts Lottery	11,873
Planning Engineering	697
Planning Sidewalks	28,400
Recreation Programs	67,111
Planning Consult-Existing	4,720
Planning Consult-New Projects	60,608
Conservation Consult-Existing	483
Conservation Consult-New Projects	12,297
ZBA Comprehensive	26,117
SASO Deposits	32,865
Park Fees	1,199
Stormwater	1,500
Street/Traffic Signs	2,038
Insurance <20K Parks	1,813
Community Preservation Fund	2,101,529
COA Revolving	17,616
BOH Emergency Kits Revolving	-
GIS Revolving	1,268
State Election/Primary	22,755
Community Policing	17,761
Drug Control	1,406
Selective OT	-
EOPS	-
BT Response	-
Local Preparedness Grant	-
Ambulance Task Force	-
COA Grant	18,358
Library LSTA	3,223
Library Aid State Grant	67,863
DARE Grant	45
SAFE Grant	3,149
Walmart Economic Development	3,450
Municipal Recycling Incentive	6,870
MHOA Grt	-
Road Improvement/Neswc	325
Bulletproof Vests	(2,348)
Gates Foundation	10
Fire Safety Equipment Grant	-
Hazard Mitigation Grant	(12,512)
Police Safety Equip	85,247
BT Response	3,256
Library Public Funds Grant	459
Fire CIRRRIP Grant	-
SETB Training Grant	1,225
Senior Health/Wellness Grant	-
USTA Tennis Grant	-
WTP Hazard Mitigation Grant	-
Priority Dev. Site Chap 43D	100,000
911 PSAP/RECC Grant	(49,155)
EMPG Grant	(1,452)
Rte 133 Improvements	27,367
Cable TV Gift	96,153
DARE Gift	491

Fire Gifts	-
Thermal Camera Gift	351
Dog Pound Gift	500
Vicor Sewer	6,249
Sidewalk Gift	200
Patriotic Activities Gift	25,080
Homecoming Gifts	2,060
Library Gifts	257
Jones Library Gift	-
CPR Program Gift	-
Hydrant Gift	481
Recreation Gift	1,700
Recycling Committee	2,476
PAL School Custodians	359
Shawsheen & East St Improvements	50,000
Police Gifts	8,346
DPW Gift	250
Tax Assistance	3,070
COA Gift	260,461
Trull Family	-
Town Manager Gifts	9,979
Hanover	801,352
Library Scholarship	949
July 4th Gifts	4,130
Camp Polelo Gifts	-
Keyspan Microwave Gift	-
Praxair/Library Gift	-
Dog Gifts	215
Foster School Sale	12,320
Weights/Measures Fines	1,202
Recreation Insurance >20K	-
Drug Forfeitures	2,318
COA Stipends	1,415
Conservation Engineering	2,540
Wetlands Protection Fund	54,675
Police Special Detail	(30,873)
Fire Special Detail	(1,303)
DPW Special Detail	-
Water Connection Materials	37,639
Sewer Engineering Review	575
School Gas Reimbursement	4,595
St. Claire Sewer Escrow	40,200
School Custodians	1,077
Youth Football Phone	(33)
Dog Fund	12,679
Sporting Fees	682
Fire Hazmat	1,641
Recycling/Composting Bins	3,160
ZBA Consulting	763
Woburn Street Improvements	25,000
Drainage Deposits	10,000
Bond Revocation	30,000
Disaster Relief	1,433
Compensation Funds	73,749
Oakdale Plaza	48,000
Sutton Brook	-
NEMLEC	-
Firesetters Intervention Program	563
MAPC Fire Training	-
MAPC Police Training	1,736

Mitigation Escrow	47,000
Code Enforcement	400
Revaluation	38,881
Total Town Revolving/Grant Accounts	<u>4,384,456</u>

School Revolving/Grant Accounts

School Lunch	268,877
Athletics	28,742
Textbooks	1,313
Adult Education	58,675
School Bldg. Rental	-
School Facilities Rental	(1,237)
Extended Day	87,027
Heathbrook Insurance <20K	2,188
High School Insurance <20K	32
Ryan School Insurance <20K	2,541
Trahan Insurance <20K	14
School Administration Insurance <20K	156
Heathbrook Rental	20,369
Pre School	27,924
Full Day Kindergarten	81,107
Special Ed Circuit Breaker Reimb	240,471
H S Parking Fees	270
H S Clubs	31,348
H S Athletic Fees	70,685
Wynn Sch Athletics	13,345
Wynn Sch Clubs	3,884
Ryan Sch Clubs	4,329
AIC HS Rental	12,438
PSAT	615
Team Chair	92,909
Met Grant	-
Literacy Project	(0.40)
Academic Support	2,580
Project Charlie	2,268
Remedial Reading	37,105
Early Childhood	1,485
Sped Improvement	8,974
Enhanced Health	635
Enhanced Education	1,371
Improving Educator Quality	13,877
Early Childhood Training	(1,175)
Physical Fitness/Sports	5,266
Foundation Reserve Award	-
Summer Support 625B	-
Big Yellow School Bus	400
Emerg Recovery	-
HB Verizon Award	10,000
Verizon FIOS Campaign	1,475
High School Gift	-
Digital Gift	2,287
School Technology Gift	1,205
Walmart Gift	-
DARE	442
Trees	4
School Gifts	2,330
Scholarship Gifts	-
Ryan School Furnishings Gift	-
Space Day	2,608
Middle School Gifts	1

Lan Gift	250
Scholarship Fund	641
Education Fund	1,368
Tewksbury Rocks	293
Tewksbury Pride	1,000
5K Fun Run	-
E-Rate	18,923
Center School Rental	6
Long Range School Space Planning	3,034
Total School Revolving/Grant Accounts	<u>1,166,676</u>

Capital Projects

Police Station	490
Water Plant Expansion	8,000
Water Contract #20	12,819
South Fire Station	1,738
School Improvements	1,376
Merrimac River Trail	(10,000)
South Street Water	3,103
Wynn School Construction	1,161
Town Hall Remodeling	1,742
Astle Street Water Tank	57,420
Sidewalks ATM 10/01	17,566
Senior Center	21,224
WTP Residuals	72,946
Water Phase 6	67
Water Improvements	-
Sidewalks ATM 5/04	21,175
Michael St Improvements	(7,726)
Wash Bay/Windows	40,643
Center Fire Improv	10,000
Sidewalks ATM 5/06	-
High School Feasibility	400,000
Total Capital Projects	<u>653,744</u>

Sewers

Phase IV	33,874
Fire Station/Trahan	1,473
Total Sewers	<u>35,347</u>

Mass Highway Grants

TIP #49819	(9,499)
Sidewalk Grant	111
Chapter 90 (MA35597)	-
Chapter 90 Astle st Drainage	-
Chapter 90 Foster Rd Culvert Construction	(5,987)
Chapter 90 Community Presentation	(115)
Chapter 90 River Rd Design	(56,127)
Chapter 90 Foster Rd Culvert Design	-
Chapter 90 Bridge St	(160)
Chapter 90 Various St Repairs	(19,277)
Chapter 90 Pinnacle St Engineering	(17,362)
Chapter 90 Trull Rd	(201,728)
Chapter 90 Drainage Improv	(49)
Chapter 90 Strongwater Brk	(4,800)
Chapter 90 Pinnacle Resurfacing	(119,724)
Total Mass Highway Grants	<u>(300,694)</u>

Trusts

Conservation	131,221
Foster	23,987
Pierce	1,584
Cemetery	22,312
Stabilization	256,330
Fairgrieve	219,876
Mahoney	1,466
Friend's of Library Endowment	22,965
Affordable Housing	877,545
Total Trusts	<u>1,557,286</u>

Bank Books/Bonds in Treasurer's Custody

Planning Projects	405,600
Conservation Commission	275,830
Sewer Installers Bonds	285,000
Total Bank Books in Treasurer's Custody	<u>966,430</u>

Agency Funds

Deputy Collector	4,935
Criminal History Board	150
Parks Security Deposit	1,300
Teen Center Snack Bar Deposit	288
Special Details	5,639
Real Estate Deposits	857
Student Activities	102,707
ZBA Deposits	67,604
Action Ambulance	956
Total Agency Funds	<u>184,436</u>

Debt Outstanding

Library	1,290,000
Police Station	1,235,000
Fire Station	750,900
Roof Repairs	127,550
School Roof Repairs	-
Ryan School	1,205,000
High School Track	-
School Tank/Asbestos	80,000
DPW Tank Removal	80,000
Town Hall Annex	150,000
Sewer Main St	15,166
Sewer Phase 4 Town	1,405,449
Sewer Phase 5 Town	207,850
Sewer Phase 4 Trust	848,568
Sewer Phase 5 Trust	1,279,343
MWPAT 1 10/04	321
MWPAT 2 10/04	6,604,875
Town Offices	76,800
Water Tower Repairs	66,625
Sewer Trahan/Fire Station	62,625
Center/Dewing Schools Improvements	50,000
South Street Water	49,000
Fire Station	32,000
Livingston Park	20,000
Town Hall Remodeling	19,750
Water Mains 5/91	354,834
WTP Sludge	32,180
Water Mains 5/96	270,000
WTP Expansion	1,614,021

Water Mains 10/98	135,000
Middle School	3,386,000
Greenmeadow Sewer	227,000
WTP Expansion 3	2,154,000
Water Anthony Rd	224,000
Seneca Road Sewer	246,000
Rogers Street Water	188,000
Water System 10/03	800,000
Brentwood/Kendall Water	140,000
Water System 5/03	174,500
Sidewalks	130,000
Improvement TMHS 5/06 #1	389,000
Town Wide Sewer	75,575,441
Sidewalks 5/06	56,000
Water System PH8 10/04	659,000
water Meters 5/06 #11	500,000
Senior Center 10/04 #3	-
Fire Hydrants 5/06 #10	96,000
Water Tank	311,000
Water Shawsheen St 5/06 #9	48,000
Wash Bay & Windows	50,000
Water System Improv 5/06 #8	700,000
Central Fire Station 10/05 #18	24,000
Sutton Brook Rem 10/05 #2	80,000
Senior Center Const	3,625,000
Fire Hydrants 5/05 #12	96,000
Water Sys Improv 5/05 #10	360,000
Water Meters 5/05	444,000
Water Interconnect 5/05 #3	59,000
Repair Sewer Pumps 5/05 #15	800,000
Water System Improv 5/07 #9	-
Fire Hydrants 5/07 #10	120,000
Water Meters 5/07 #11	500,000
Water Storage Expan 5/08 #12	375,000
Fire Hydrants 5/08 #11	-
Water Meters 5/08 #12	-
Water Meters 5/09 #10	-
Fire Hydrants 5/09 #9	-
DPW Building 5/09 #15	-
Water River Rd 5/06 #16	-
MRS Early Retirement 5/09 #17	-
Ames Hill Tank 5/09 #18	-
TMHS Construction 3/10 #1	-
Total Maturing Debt	<u>110,599,797</u>

Loans Authorized/Unissued

Sewer Pumps 5/05 #15	1,600,000
Water System Improvements 5/07 #9	187,000
Fire Hydrants 5/07 #10	-
Water Meters 5/07 #11	-
Water Storage Expansion 5/08 #12	-
TMHS Study 5/08 #2	1,390,000
Fire Hydrants 5/08 #11	40,000
Water Meters 5/08 #12	700,000
Water Meters 5/09 #10	800,000
Fire Hydrants 5/09 #9	40,000
DPW Building 5/09 #15	300,000
Water Ricer Rd 5/09 #16	520,000
MRS Early Retirement 5/09 #17	5,000,000
Ames Hill Tank 5/18 #18	500,000

Water Meters 5/06 #11	-
Water System Improvements 5/06 #8	-
Water System Improvement 5/05 #10	445
Town Wide Sewer 5/08 #1	18,400,000
Bike Path 10/97 #9	30,000
Senior Center Exp 5/01 #8/23	350,000
Michael St	61,000
Total Loans Unissued	<u>29,918,445</u>

DEBT ACTIVITY

Water Mains	457,667
Treatment Plant	422,145
Water Tower Repairs	36,500
Water Storage Tank	78,941
MWPAT	476,655
School: Construction	1,029,625
Track	-
Center/Dewing Improvements	25,000
Asbestos/Tank Removal	8,400
Roof Repairs	100,000
TMHS Improvements	130,000
Town Offices	33,180
Tank Removal	8,690
Sewers	2,076,652
Library	155,800
Police Station	250,000
South Fire Station	68,750
South Fire Station	16,000
Central Fire Station	13,000
Livingston St Park	10,000
Building Roofs	11,650
Senior Center: Plans	-
Construction	285,000
Sidewalks	44,000
Windows/Truck Bay	10,000
Fire Hydrants	24,000
Sutton Brook Remediation	10,000
Total Principal Paid	<u>5,781,655</u>
Total Interest Paid	<u>4,410,404</u>

REVENUE REPORT

Taxes/Interest/Penalties:

Personal Property	3,012,678.37	
Real Estate	47,665,879.08	
Supplemental Taxes	178,573.97	
Deferred Taxes Redeemed	-	
Tax Liens Redeemed	487,089.20	
Foreclosure Vacated	-	
Tax Possession Sold	21,308.56	
Gain on Sale of Town Land	-	
Motor Vehicle Excise	3,435,959.35	
Boat Excise	411.88	
Penalties/Interest/Legal:		
Tax Titles	75,203.11	
Real/Pers/MVX	151,920.35	
Payments in Lieu of Taxes	7,787.02	
Assessor 38D	1,175.00	
Proforma Taxes	5,406.41	55,043,392.30

Charges/Fees:

Ambulance Charges	713,357.39	
Municipal Lien Certificates	42,751.84	
Collector Demands	64,981.64	
RMV Releases	24,280.00	
Trailer Park Fees	22,176.00	
Constable Fees	402.50	
Sundry Rentals	-	
Tower Rentals	355,509.39	
Miscellaneous	13,118.48	1,236,577.24

From the Commonwealth:

Abatements:		
Surviving Spouses/Veterans/Blind	79,850.00	
Elderly	23,594.00	
Schools:		
Chap. 70 Aid	11,758,059.00	
Transportation	-	
Charter Schools	152,565.00	
Building Assistance	1,018,381.00	
Police Incentive	204,704.09	
Veterans Benefits	106,265.00	
MEMA Reimbursement	-	
Lottery	3,126,464.00	
Additional Lottery Aid	-	
Municipal Relief Act	-	
State-Owned Land	158,372.00	
Medicaid Reimbursement	367,444.56	16,995,698.65

Other Revenue Sources:

Hotel Tax	505,599.00	
Investment Earnings	175,362.00	
MTBE Settlement	434,395.10	
FEMA Reimbursement	-	
Bond Premiums	115,876.39	
Keyspan	-	
Medicare D Reimbursement	298,163.24	
DPW Damage Recovery	250.08	
Veterans Reimbursement	2,220.00	

Medicare Reimbursement	3,080.05	
Sale of Fixed Assets	-	
Sale of Compost	-	
Misc Reimbursements	-	
Transfers from Special Funds	58,335.40	1,593,281.26
Departmental Fees:		
Manager/Selectmen	3,603.66	
Cable Franchise	279,829.12	
Assessors	4,126.40	
Treasurer/Collector	12,853.40	
Clerk	44,797.00	
Conservation	-	
Planning	14,554.03	
Appeals	2,585.30	
Police	3,790.50	
Towing Fees	5,940.00	
Special Detail Adm.- Police	37,581.20	
" " " - Fire	5,939.90	
Fire Inspections	4,669.00	
Building	26,587.00	
Wiring	90,255.00	
Plumbing	85,575.00	
Weights/Measures	3,315.00	
Schools	-	
Trash Carts	1,885.00	
CRT Collections	650.00	
Hazardous Waste	-	
Health Miscellaneous	2,114.42	
Dog Fees	545.00	
Septic Inspections	-	631,195.93
Licenses/Permits:		
Alcoholic Beverages	66,650.00	
Selectmen	7,800.00	
Police	4,250.00	
Fire	9,050.00	
Building	405,337.69	
Public Works	-	
Street & Sidewalk Openings	21,200.00	
Trench Safety	6,350.00	
Health	42,775.00	563,412.69
Fines:		
State/Local Courts	70,428.00	
False Alarms	4,950.00	
Library	21,879.39	
Parking	9,958.00	
Marijuana	1,100.00	
Weights & Measures	-	
Zoning	-	108,315.39
Total General Fund Revenue		76,171,873.46

FY2009 APPROPRIATION RECAP

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	450.00	450.00	0.00
Operating	50.00	0.00	50.00
SELECTMEN			
Salaries	26,179.85	26,054.89	124.96
Operating	137,120.65	136,142.04	978.61
MANAGER			
Salaries	311,924.00	307,434.62	4,489.38
Operating	3,919.00	3,707.44	211.56
FINANCE COMMITTEE			
Salaries	2,409.88	2,195.59	214.29
Operating	815.12	815.12	0.00
Reserve Fund	100,000.00	99,476.00	524.00
ACCOUNTING			
Salaries	209,670.00	208,835.93	834.07
Operating	7,693.00	4,819.20	2,873.80
Outlay	4,865.00	0.00	4,865.00
COMPUTER SERVICES			
Salaries	158,008.96	157,763.87	245.09
Operating	120,798.50	119,539.71	1,258.79
Outlay	3,500.00	988.00	2,512.00
ASSESSORS			
Salaries	221,218.51	221,168.95	49.56
Operating	21,380.49	21,135.82	244.67
TREASURER/COLLECTOR			
Salaries	247,664.00	244,716.22	2,947.78
Operating	123,817.00	78,077.72	45,739.28
TOWN COUNSEL			
	204,104.30	204,103.20	1.10
PERSONNEL REVIEW BOARD			
	0.00	0.00	0.00
ADMIN. SERVICES			
Salaries	70,025.00	69,606.64	418.36
Operating	12,944.00	12,459.27	484.73
CLERK			
Salaries	170,306.00	161,672.35	8,633.65
Operating	15,380.59	10,456.81	4,923.78
Outlay	0.00	0.00	0.00
ELECTIONS			
Salaries	34,463.54	34,463.54	0.00
Operating	11,250.00	8,218.04	3,031.96

	APPROPRIATED	EXPENDED	BALANCE
REGISTRARS			
Salaries	2,850.00	2,850.00	0.00
Operating	1,440.00	1,335.86	104.14
PLANNING			
Salaries	244,721.00	240,777.13	3,943.87
Operating	22,298.00	21,044.10	1,253.90
Outlay	0.00	0.00	0.00
CABLE TV			
Salaries	2,160.00	1,851.07	308.93
Operating	1,055.00	1,029.68	25.32
TOWN HALL			
Salaries	20,495.63	20,377.83	117.80
Operating	57,697.09	48,599.13	9,097.96
AUXILIARY BLDG. UTILITIES			
	44,242.63	44,242.39	0.24
POLICE			
Salaries	4,973,213.72	4,905,880.62	67,333.10
Operating	596,452.52	526,472.34	69,980.18
Outlay	69,168.00	69,168.00	0.00
AUXILIARY POLICE			
	0.00	0.00	0.00
FIRE			
Salaries	3,966,777.78	3,965,513.89	1,263.89
Operating	281,507.08	277,724.50	3,782.58
Outlay	143,034.70	143,034.70	0.00
BUILDING			
Salaries	190,849.00	190,847.20	1.80
Operating	4,421.00	4,229.52	191.48
Outlay	0.00	0.00	0.00
EMERGENCY MANAGEMENT			
Salaries	4,901.02	4,724.01	177.01
Operating	24,519.10	21,989.89	2,529.21
Outlay	15,851.09	15,851.09	0.00
PARKING CLERK			
Salaries	4,000.00	4,000.00	0.00
Operating	1,800.00	1,012.88	787.12
SCHOOLS			
Salaries	25,342,850.16	23,704,313.04	1,638,537.12
Operating	20,454,464.37	18,936,669.52	1,517,794.85
Outlay	0.00	0.00	0.00
REGIONAL VOCATIONAL SCH.			
	4,619,428.00	4,619,428.00	0.00
DPW ADMINISTRATION			
Salaries	108,853.00	105,310.64	3,542.36
Operating	70,886.22	44,682.67	26,203.55
Outlay	0.00	0.00	0.00

	APPROPRIATED	EXPENDED	BALANCE
DPW HIGHWAY			
Salaries	630,927.97	624,694.02	6,233.95
Operating	127,700.00	109,115.68	18,584.32
Outlay	152,800.00	151,946.01	853.99
DPW FORESTRY			
Operating	53,910.00	43,888.64	10,021.36
Outlay	74,552.66	74,552.66	0.00
DPW FLEET			
Salaries	122,580.10	118,564.59	4,015.51
Operating	127,278.73	74,648.18	52,630.55
Outlay	14,718.06	13,663.45	1,054.61
DPW ELECTRIC			
Salaries	15,476.06	15,476.06	0.00
Operating	6,187.47	675.00	5,512.47
Outlay	11,524.54	10,537.62	986.92
SNOW / ICE			
Salaries	75,500.00	153,420.29	(77,920.29)
Operating	126,000.00	721,438.90	(595,438.90)
STREET LIGHTING	158,280.00	147,092.98	11,187.02
RUBBISH			
Rubbish Collection	1,159,615.00	1,159,614.96	0.04
Rubbish Disposal	860,150.70	787,665.36	72,485.34
Condo Trash Collection	244,729.41	218,558.03	26,171.38
Legal Services	25,989.61	21,099.13	4,890.48
Sutton Brk Remediation	84,010.39	84,010.39	0.00
Compost Facility	6,000.00	6,000.00	0.00
Recycling Programs	1,500.00	1,488.45	11.55
HEALTH			
Salaries	275,029.00	272,232.29	2,796.71
Operating	17,699.00	15,269.69	2,429.31
ELDERLY			
Salaries	130,608.00	130,525.95	82.05
Operating	84,749.30	81,100.88	3,648.42
Outlay	0.00	0.00	0.00
VETERANS SERVICES			
Salaries	46,969.00	46,954.82	14.18
Aid	157,994.00	150,366.47	7,627.53
EXCEPTIONAL CHILDREN			
Salaries	0.00	0.00	0.00
Operating	0.00	0.00	0.00
PATRIOTIC ACTIVITIES	906.00	900.00	6.00
LIBRARY			
Salaries	687,500.00	687,365.10	134.90
Operating	294,111.70	287,986.67	6,125.03

	APPROPRIATED	EXPENDED	BALANCE
RECREATION			
Salaries	132,837.10	132,278.54	558.56
Operating	102,780.91	84,384.01	18,396.90
Outlay	50,952.00	50,952.00	0.00
DEBT/INTEREST			
Principal	916,070.00	916,070.00	0.00
Interest/Debt	392,654.03	392,654.03	0.00
Interest/Temp. Loans	5,539.94	1,473.29	4,066.65
EMPLOYEE BENEFITS			
Retirement	2,758,724.00	2,758,724.00	0.00
Teachers E.R.I.	0.00	0.00	0.00
Occup.Injury Reserve	166,501.00	166,501.00	0.00
Unemployment Comp.	44,510.00	43,022.47	1,487.53
Group Insurance	3,363,998.00	3,363,998.00	0.00
Medicare	169,540.03	169,540.03	0.00
FIRE /LIABILITY INSURANCE	323,700.00	321,383.50	2,316.50

SEWER ENTERPRISE FUND BALANCE SHEET
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June 30, 2009

ASSETS

Cash		3,076,349.29
Sewer Connections		
FY06	1,371,526.29	
FY07	1,283,072.04	
FY08	2,219,266.25	
FY09	3,068,737.20	7,942,601.78
Sewer Rates		
FY07	-	
FY08	7,941.24	
FY09	673,528.91	681,470.15
Sewer Liens		
FY07	-	
FY08	72.32	
FY09	36,377.67	36,449.99
Sewer Connection Liens		
FY09	53,560.03	53,560.03
TOTAL ASSETS		11,790,431.24

LIABILITIES/RESERVES

Warrants Payable		10,486.91
Accrued Payroll		6,963.93
Bans Payable		-
Special Detail Payable		-
Deferred Revenues		
Connection Liens	7,942,601.78	
Rates	681,470.15	
Liens	90,010.02	8,714,081.95
TOTAL LIABILITIES		8,731,532.79
FUND BALANCES:		
Encumbrance Reserve	188,030.79	
Reserved Expenditures	849,894.94	
Unreserved/Undesignated	2,020,972.72	
TOTAL FUND BALANCES		3,058,898.45
Total Liabilities/Fund Balances		11,790,431.24

SEWER ENTERPRISE FUND REVENUE REPORT

Sewer Enterprise Fund

Bond Premiums	294,726.17
Interest	20,228.81
Demand Fees	12.51
Connection Fees	2,077,613.58
Sewer Rates	4,213,896.48
Sewer Liens	836,468.72
Drainlayer Renewal Fees	6,300.00
Application Fee	21,150.00
Miscellaneous Revenue	1,856.20
State Aid	-
Investment Earnings	278,200.75
Transfer From G/F	329,541.00

Total Sewer Enterprise Fund Revenue**8,079,994.22**

FY2009 SEWER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
SELECTMEN			
Salaries	435.00	435.00	0.00
Operating	2,027.00	2,027.00	0.00
MANAGER			
Salaries	17,618.00	17,618.00	0.00
Operating	318.00	318.00	0.00
ACCOUNTING			
Salaries	5,371.00	5,371.00	0.00
Operating	288.00	288.00	0.00
COMPUTER SERVICES			
Salaries	2,414.00	2,414.00	0.00
Operating	273.00	273.00	0.00
Outlay	0.00		
ASSESSORS			
Salaries	12,593.00	12,593.00	0.00
Operating	371.00	371.00	0.00
TREASURER/COLLECTOR			
Salaries	43,122.00	43,122.00	0.00
Operating	16,177.00	16,177.00	0.00
TOWN COUNSEL	4,844.00	4,844.00	0.00
ADMIN. SERVICES			
Salaries	1,553.00	1,553.00	0.00
Operating	278.00	278.00	0.00
CLERK			
Salaries	3,419.00	3,419.00	0.00
Operating	229.00	229.00	0.00
Outlay	0.00		
PLANNING			
Salaries	65,751.00	65,751.00	0.00
Operating	391.00	529.00	(138.00)
Outlay	0.00		
TOWN HALL			
Salaries	534.00	504.00	30.00
Operating	1,557.00	1,557.00	0.00
AUXILIARY BLDG. UTILITIES	1,067.00	1,067.00	0.00
BUILDING			
Salaries	44,607.00	44,607.00	0.00
Operating	82.00	82.00	0.00

	APPROPRIATED	EXPENDED	BALANCE
DPW			
Salaries	93,198.00	82,061.00	11,137.00
Operating	322,335.00	268,636.88	53,698.12
Outlay	8,740.00	8,926.00	(186.00)
DPW SEWER			
Salaries	244,786.21	215,635.28	29,150.93
Operating	1,101,504.47	761,139.03	340,365.44
Outlay	81,492.79	67,114.00	14,378.79
HEALTH			
Salaries	7,122.00	7,122.00	0.00
Operating	754.00	754.00	0.00
DEBT/INTEREST			
Principal	2,251,479.00	2,251,478.56	0.44
Interest/Debt	2,856,546.00	2,856,544.72	1.28
Interest/Temp. Loans	393,024.00	349,354.00	43,670.00
EMPLOYEE BENEFITS			
Retirement	122,937.00	122,937.00	0.00
Group Insurance	153,925.00	153,925.00	0.00
Medicare	7,235.00	7,235.00	0.00

FY2009 SEWER CAPITAL EXPENDITURES
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	EXPENDED
Road Resurfacing	609,044.35
Engineering Services	1,820,037.94
Clerk of the Works	-
Paving Oversight	-
Easements	26,862.59
Transportation	-
Supervisor Details	31,944.00
Other Expenses	74,799.22
Hydrants	26,100.00
Construction	18,288,411.53
Generator	-
Total Capital Expenditures	20,877,199.63

WATER ENTERPRISE FUND BALANCE SHEET
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June 30, 2009

ASSETS

Cash		260,443.92
Refuse Access		14,884.19
Water Connections	-	-
Water Rates		
FY06	-	
FY07	(0.61)	
FY08	12,860.18	
FY09	797,386.20	810,245.77
Water Liens		
FY07	264.25	
FY08	369.09	
FY09	56,070.03	56,703.37
Meter Replacement		
FY06	-	
FY07	-	-
Commercial Water Meters		11,259.89
TOTAL ASSETS		1,153,537.14

LIABILITIES/RESERVES

Warrants Payable		23,791.23
Accrued Payroll		28,562.37
Bans Payable		-
Due From State		-
Deferred Revenues		
Connections	-	
Rates	810,245.77	
Refuse Access	14,884.19	
Liens	56,703.37	
Meter Replacement	11,259.89	893,093.22
TOTAL LIABILITIES		945,446.82
FUND BALANCES:		
Encumbrance Reserve	54,164.65	
Reserved Expenditures	-	
Unreserved/Undesignated	153,925.67	
TOTAL FUND BALANCES		208,090.32
Total Liabilities/Fund Balances		1,153,537.14

WATER ENTERPRISE FUND REVENUE REPORT

Water Enterprise Fund

Bond Premiums	46,939.68
Interest	15,271.93
Demand Fees	9,695.75
Misc Water Service	5,604.88
Connection Fees	207,662.94
Water Rates	4,168,479.65
Water Liens	377,999.52
Meter Replacement Fees	0.02
Application Fee	21,014.00
Water Meters	90,415.81
Investment Earnings	34,318.84
Transfer From G/F	434,395.10

Total Water Enterprise Fund Revenue**5,411,798.12**

FY2009 WATER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
SELECTMEN			
Salaries	435.00	435.00	0.00
Operating	2,027.00	2,027.00	0.00
MANAGER			
Salaries	17,318.00	17,318.00	0.00
Operating	318.00	318.00	0.00
ACCOUNTING			
Salaries	5,371.00	5,371.00	0.00
Operating	288.00	288.00	0.00
COMPUTER SERVICES			
Salaries	2,414.00	2,414.00	0.00
Operating	7,480.00	7,480.00	0.00
Outlay	0.00	0.00	0.00
Salaries	12,593.00	12,593.00	0.00
Operating	371.00	371.00	0.00
TREASURER/COLLECTOR			
Salaries	59,862.00	59,862.00	0.00
Operating	26,177.00	26,177.00	0.00
TOWN COUNSEL	4,844.00	4,844.00	0.00
ADMIN. SERVICES			
Salaries	1,553.00	1,553.00	0.00
Operating	278.00	278.00	0.00
CLERK			
Salaries	3,419.00	3,419.00	0.00
Operating	229.00	229.00	0.00
Outlay	0.00		
PLANNING			
Salaries	18,794.00	18,794.00	0.00
Operating	391.00	391.00	0.00
TOWN HALL			
Salaries	534.00	534.00	0.00
Operating	1,557.00	1,557.00	0.00
AUXILIARY BLDG. UTILITIES	1,067.00	1,067.00	0.00
FIRE			
Salaries	70,000.00	70,000.00	0.00
BUILDING			
Salaries	33,515.00	33,515.00	0.00
Operating	82.00	82.00	0.00

	APPROPRIATED	EXPENDED	BALANCE
DPW			
Salaries	155,390.00	155,390.00	0.00
Operating	87,420.00	87,420.00	0.00
Outlay	8,740.00	8,740.00	0.00
WATER DISTRIBUTION			
Salaries	481,406.00	480,238.28	1,167.72
Operating	186,890.00	162,792.18	24,097.82
Outlay	31,266.00	29,600.28	1,665.72
WATER TREATMENT			
Salaries	694,564.00	692,134.43	2,429.57
Operating	1,060,933.06	1,028,244.70	32,688.36
Outlay	21,290.00	20,534.06	755.94
HEALTH			
Salaries	7,122.00	7,122.00	0.00
Operating	754.00	754.00	0.00
DEBT/INTEREST			
Principal	1,321,081.00	1,321,081.00	0.00
Interest/Debt	523,209.00	523,208.59	0.41
Interest/Temp. Loans	51,600.00	46,544.17	5,055.83
EMPLOYEE BENEFITS			
Retirement	240,847.00	240,846.00	1.00
Group Insurance	299,223.00	299,223.00	0.00
Medicare	13,135.00	13,135.00	0.00

FY2009 WATER CAPITAL EXPENDITURES
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	EXPENDED
Water Tank	
Road Resurfacing	44,012.00
Engineering Services	9,590.96
Easements	0.00
Other Expenses	7,166.50
Construction	0.00
Phase 8	
Engineering Services	0.00
Easements	0.00
Hydrants	0.00
Other Expenses	0.00
Construction	39,442.09
Phase 9	
Road Resurfacing	11,234.88
Engineering Services	0.00
Other Expenses	3,000.00
Hydrant Purchases	0.00
Construction	233,886.71

	EXPENDED	
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Hydrant Replacement

Engineering Services	0.00
Hydrant Replacements	0.00
Hydrant Purchases	14,040.00
Construction	48,475.84

Water Meters

Overtime	8,677.42
Other Expenses	16,456.62
Meters and Software	1,141,114.62
Microwave Network	9,422.42
Meter Purchases	349,395.00

Phase 7

Road Resurfacing	0.00
Engineering Services	0.00
Hydrant Purchase	0.00
Other Expenses	0.00
Construction	2,450.07

Phase 10

Engineering Services	70,000.00
Other Expenses	0.00
Construction	253,153.51

Water Interconnect

Engineering Services	5,200.00
Other Expenses	6,155.24
Construction	0.00

Phase 11

Engineering Services	4,180.00
Other Expenses	0.00
Construction	29,770.15

Ames Hill Water Tank

Engineering Services	0.00
Other Expenses	48,555.84
Construction	0.00

Board of Assessors

John J Kelley, Jr, MAA, Chairman
 Barbara A Flanagan
 Susan Moore, MAA

Phone: (978) 640-4330
 Fax: (978) 851-4849
 email: assessor@teWKsbury-ma.gov

		<u>FY2009</u>	<u>FY2010</u>
Total Taxable Value of Real Property		\$3,879,357,600	\$3,726,235,700
Total Taxable Value of Personal Property		\$154,555,240	\$167,651,763
Total Taxable Value of Real + Personal Property		\$4,033,912,840	3893887463
Total Value of Exempt Property		\$206,907,100	\$247,459,100
Tax Rates, /\$1000	Residential/Open Space	\$11.35	\$12.55
	Commercial/Industrial/Personal	\$19.77	\$19.77
	Combined	\$12.84	\$13.96
	Motor Vehicle Excise	\$25.00	\$25.00
Appropriations	Town Meeting(incl. enterprise funds)	\$90,024,526	\$95,697,827
	State & County	\$742,663	\$887,110
	Overlay of Current Year	\$1,063,968	\$1,157,856
	Other Amounts To Be raised	\$2,120,541	\$2,131,247
	Gross Amount To Be Raised	\$93,951,698	\$95,697,827
	Other Receipts(incl. enterprise receipts)	\$42,175,872	\$41,959,701
Net Amount To Be Raised By Taxation		\$51,775,826	\$53,738,125

The Assessors' Office is open Monday through Thursday from 8:30am to 4:30pm.

Treasurer's Cash

CASH ON HAND JUNE 30, 2008	\$39,335,859.49
RECEIPTS TO JUNE 30, 2009	162,390,143.40
	\$201,726,002.89
PAID ON WARRANTS TO JUNE 30, 2009	(\$162,447,667.7
BALANCE JUNE 30, 2009	\$39,278,335.19

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

WATER PROJECT-GENERAL LAWS, CHAPTER 44	17,075,356.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	\$74,842,286.99
	\$91,917,642.99

**STATEMENT OF TOWN DEBT
FISCAL YEAR BASIS**

2010	5,686,071.82
2011	5,689,746.91
2012	5,484,904.68
2013	5,305,279.11
2014	5,175,801.89
2015	4,981,866.20
2016	5,008,118.63
2017	5,039,703.77
2018	5,290,431.00
2019	5,842,731.00
2020	6,096,103.00
2021	6,123,701.00
2022	6,296,453.00
2023	6,169,361.00
2024	6,357,429.00
2025	6,210,660.00
2026	5,814,056.00
2027	5,897,623.00
2028	3,520,000.00
2029	1,755,000.00
2030	380,000.00
2031	380,000.00
2032	375,000.00
2033	375,000.00
2034	375,000.00
2035	375,000.00

TOTAL: 110,005,041.01

**STATEMENT OF INTEREST
FISCAL YEAR BASIS**

2010	4,401,696.93
2011	4,186,088.73
2012	3,986,533.90
2013	3,812,018.44
2014	3,637,258.46
2015	3,459,426.13
2016	3,258,262.90
2017	3,059,621.71
2018	2,878,183.85
2019	2,657,711.91
2020	2,403,942.96
2021	2,122,199.91
2022	1,856,679.62
2023	1,603,840.23
2024	1,355,977.33
2025	1,098,010.18
2026	838,874.28
2027	594,032.49
2028	347,756.26
2029	183,637.50
2030	101,700.00
2031	84,600.00
2032	67,500.00
2033	50,625.00
2034	33,750.00
2035	16,875.00

TOTAL: 48,096,803.72

CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2009

CONSERVATION	\$131,221.14
FOSTER SCHOOL FUND	\$23,986.54
PIERCE ESSAY FUND	\$1,583.67
CEMETERY PERPETUAL CARE FUND	\$22,312.30
STABILIZATION FUND	\$256,329.82
FAIRGRIEVE MEMORIAL FUND	\$219,876.15
MAHONEY FAMILY REWARD FUND	\$1,466.03
LIBRARY ENDOWMENT FUND	\$22,965.32
COMMUNITY PRESERVATION ACT	\$2,069,751.45
AFFORDABLE HOUSING	\$877,545.49
FIRE EQUIPMENT	\$74,269.02
FIRE PROTECTION GEAR	\$10,609.88
OTHER POST EMPLOYMENT BENEFITS	\$341,548.72
TOTAL	\$4,053,465.53

Tax Collector

<u>REAL ESTATE</u>	<u>F/Y2010</u>	<u>F/Y2009</u>	<u>F/Y2008</u>	<u>F/Y2007</u>	<u>F/Y2006</u>
COMMITMENTS	25,127,240.4	24,373,726.5	128,802.69	0.00	0.00
O/S 7/1/08	5	1			
		24,412,036.7	817,980.72	34,428.60	(1,564.33)
COLLECTIONS	12,110.64	47,343,865.1	688,595.48	11,244.97	0.00
		8			
ABATEMENTS		226,344.32	124,185.35	28,440.13	
REFUNDS		43,908.87	176,436.07	15,479.54	
ADDED TO TAX TITLE		(228,506.37)	(265,869.54)	(11,305.10)	
DEFERRED TAXES		(40,213.66)	(4,134.02)		
TAX POSSESSION		(29,007.70)	(41,299.24)		
MISC ADJ		(32,017.30)	(158.78)	4.44	
BALANCE 6/30/09	25,115,129.8	929,717.55	(1,022.93)	(1,077.62)	(1,564.33)
	1				

<u>WATER/SEWER/SEWER CONN LIENS</u>	<u>F/Y2010</u>	<u>F/Y2009</u>	<u>F/Y2008</u>	<u>F/Y2007</u>	<u>F/Y2006</u>
COMMITMENTS		1,390,565.60			
O/S 7/1/08			55,409.29	4,238.95	
COLLECTIONS		1,182,168.48	34,084.99		
ABATEMENTS		25,585.77			
REFUNDS		1,881.65			
TAX POSSESSION		(1,265.93)			
ADDED TO TT		(36,100.80)	(20,818.20)	(3,974.70)	
DEFERRED		(1,318.48)			
MISC ADJ		(0.06)	(64.69)		
BALANCE 6/30/09	0.00	146,007.73	441.41	264.25	0.00

<u>PERSONAL PROPERTY</u>	<u>F/Y2010</u>	<u>F/Y2009</u>	<u>F/Y2008</u>	<u>F/Y2007</u>	<u>F/Y2006</u>	<u>F/Y2005</u>	<u>F/Y2004</u>	<u>Prior Years</u>
COMMITMENTS	1,566,006.80	3,055,634.04						
O/S 7/1/08			45,738.48	15,351.31	8,519.24	14,432.84	3,905.33	5,103.07
COLLECTIONS		2,986,732.27	21,842.77	4,903.38	3,139.71	1,745.26	1,984.19	3,668.97
ABATEMENTS		2,640.01	4,183.90					
REFUNDS		1,544.33	4,065.18					
MISC ADJ		(68.43)	(10.97)	(0.54)				
BALANCE 6/30/09	1,566,006.80	67,737.66	23,766.02	10,447.39	5,379.53	12,687.58	1,921.14	1,434.10

<u>MOTOR VEHICLE EXCISE</u>	<u>F/Y2010</u>	<u>F/Y2009</u>	<u>F/Y2008</u>	<u>F/Y2007</u>	<u>F/Y2006</u>	<u>F/Y2005</u>	<u>F/Y2004</u>	<u>Prior Years</u>
COMMITMENTS		3,040,630.06	452,673.71	14,325.15	52.50	21.88		
ADD'L COMMITMENTS								
O/S 7/1/08			169,737.23	58,433.35	27,989.65	22,288.07	16,591.65	(2,721.56)
COLLECTIONS		2,871,112.06	568,178.64	42,357.92	7,814.38	3,412.95	1,983.05	6,025.31
ABATEMENTS		57,813.81	40,457.46	7,347.90	432.92	21,123.25	16,188.66	
REFUNDS		19,585.27	36,583.79	6,278.31	331.25			60.00
RESCINDED ABATEMENTS						2,611.05	1,547.60	8,407.10
MISC ADJ		(4.04)	3.15	1.36	0.98	17.32	88.42	1.11
BALANCE 6/30/09	0.00	131,285.42	50,361.78	29,332.35	20,127.08	402.12	55.96	(278.66)

Computer Services

2009 continues another challenging year for the Computer Services Department. Beside the normal support issues and activities, more new application and technical research projects were started and completed. The fiscal nature of the State continues to have a major impact on the department; staff retirements, new hires, training, new requests, and department reorganizations. The demand to computerize Town functions has increased and continues to exceed the IT staff capabilities. At this time, I want to thank my staff for their dedication and professionalism in these extremely trying times: Lisa Hanson, Systems Administrator (full-time) and Peter Orio, Webmaster (part-time).

SOFTWARE APPLICATIONS:

MUNIS (Town Financial Application) activities are the still the major focus of the Department:

- Upgraded Production Server from MUNIS release 6.4 to release 7.2 and then to release 7.4. All client PC's were updated accordingly to use the new version.
- Participated as a key BETA site for the new UBCIS module developed by MUNIS since we are a unique and very intensive Utility Billing module user. Continued to test with our data but did not install in "Live" due to problem.
- Responded to requests for new Crystal reports which have increased as key financial personnel require new detailed information in a format different from the canned MUNIS reports in making decisions. Because of the current Town financial issues, reports are being requested for research and analysis purposes and the numbers used to help make decisions. In addition, the need for other detailed Town reports continues to increase because of the nature of Town processes improving and the users are requiring more data in their daily tasks. Staff has become adept at creating most reports and fulfilling requests with the assistance of MUNIS support. Some types of reports are as follows:
 - List of open FY'09 PO's that are being encumbered.
 - List of Town employees who do not take Town insurance; use another plan.
 - "AFSMCE members & Department numbers" and put in Business Objects to e-mail to designated union officials.
 - "All Active Vendors who have not received a check as of 01/01/02".
 - List of all new and updated vendors for tracking purposes.
 - List all new GL accounts for tracking purposes.
 - "Inactive Employees with Deductions".
 - List all accounts by bill code and other desired fields.
 - Compare FY'04 to FY'09 expenses and service changes per request from Town Manager.
 - List "Total of Direct Deposit Accounts with E-mail or Paper.
 - List of open FY'09 PO's that are being encumbered.
 - Update "1099 Vendors without Check Marks" report for Town Accountant.
 - Modify Sewer Assessment Report to show all open commitments for all UB assessments and bills.
- Responded to requests concerning MUNIS and Tyler forms.
 - Payroll Check Form update
 - New Void Check Request Form
- Continued active support of Finance departments in creation and submission of W2 and 1099 files to Federal and State agencies, REAP report to State, CAMA process to transfer data from VISION and RRC to MUNIS, Tax Bill creation and printing, Motor Vehicle processing, and Boat Excise processing.
- Continued to perform MUNIS administration tasks: Backups, maintenance of menu assignment and permissions, maintenance of ID and passwords, and MUNIS application updates and Linux updates.
- Continued to work with TOKAY (backflow application for Water Treatment Plant) to extract data from MUNIS to feed into their system for use.
- Continue to attend certain MUNIS classes and seminars and the Annual User Conference. All are extremely useful and helpful in maintaining our level of expertise and as a contributor to new upgrades.
- Setup via Business Objects delivery of Water, Sewer & General Fund 1000 reports every Monday via e-mail to designated members of the Board of Selectmen.

MUNIS/School Department (Project to add School Department as users):

- Attended all initial MUNIS training classes to train School Department users.

- Performed copy of “live database” to “Training database” on request to test out imported data from old School application and for MUNIS training classes.
- Setup School ID and Passwords to access MUNIS and permissions to access data and menu selections for all School staff identified.
- Installed applications on designated School PC’s/Laptops (MUNIS, WinZip and Printkey) for use by School staff. Same applications are installed on all Town user PC’s.
- Assisted School IT staff to setup School Printers for use in MUNIS, install MUNIS on certain desktops and laptops, and define VPN connections into MUNIS. Assist School staff to troubleshoot when MUNIS connection lost.
- Researched format for files to be imported from old application to MUNIS, coordinate imports into “Training” and test before import into “Live”: List of Employees to be set up, Accumulator data (Employee Totals), Employee deduction data, Employee Payroll data, and List of Vendors to be set up (evaluate list to prevent duplicates).
- Assisted School staff and MUNIS to import School “Chart of Accounts”, test in “Training” and then import into “Live”.
- Per request, created new School-related Crystal reports:
 - “Position Control-School” report listing number of positions filled for all job classes
 - “Employee Master by Actual Marital Status”.
 - “Employee Master by Group-Bargaining Unit”.
 - “Employee Master by Job Class”.
 - “Employee Master by Organization-Object”.
 - “Employee Master by Personnel Status”.
 - Report requested to show employee personal data on separate pages.
 - Several other short-term data monitoring reports for the project team use.
- Setup the 8 new Crystal reports to run thru Business Objects for scheduled delivery to Project team.
- Setup and attend all day training class for PO Workflow processing.
- Participated in meetings with MUNIS to discuss Budget module and “Go-Doc’s” application.

BADGER (Wireless Meter Reading):

- Attended Badger monthly project status meetings, planning meetings, individual task meetings, and training sessions.
- Maintained software levels on the server and all user PC’s.
- Imported all Badger Meter Inventory files received for new meter and MTU shipments into MUNIS to automatically create new items for use in UB rather than manually enter.
- Participated with DPW Project manager in conference calls with and site visits by: Burlington, MA, Mohawk Valley Water from Eastern New York, and Waukegan, Ill, Providence, RI.
- Created following reports:
 - Showing accounts with incorrect Test Circle Codes; should not be “0”.
 - “Residents that do not have Badger meters in Cycle 1” to port into Excel.
 - Cycle 3 and 4 Badger Meter reports for meter reading effort.
 - List of all commercial accounts in Routes 000 & 901 that do not have a Badger meter to port to Excel.
- Participated in all meetings to discuss problems and issues. Assist in correcting problems, installing updates and testing.

IMC (Police & Fire Dispatch application) activities are focused on the Fire Server portion only.

- Continued to support the Fire Department when requested.
- Worked with Police IT staff when upgrades are available and schedule time for server and client PC work.

VISION & RRC (Assessor applications) activities continued.

- Staff functions in more of a consulting role to Town Assessor.

LaserFiche (Document Imaging system) activities on hold.

- Continued to provide support to Accounting Office for document scanning into the system.
- Due to budget cuts, project is on hold with no planning or research being done.

AutoCAD (Engineering Design & Drawing application) activities continued.

- Staff functions in more of a consulting role to users in DPW and Engineering.

ESRI (Engineering Mapping application / GIS) activities continued.

- Staff functions in more of a consulting role to users in DPW and Engineering.
- Attended scheduled meetings to review project to develop Town GIS system.
- Ported GIS database from stand-alone PC to a server. Procure concurrent licenses in near future to enhance use of the database in a network environment.
- Updated GIS administrator to ArcView 9.3 and Water Project manager to ArcReader 9.3.

H20MAP (Water Simulation application) activities continued.

- Staff functions in more of a consulting role to DPW.

MEC (Merrimack Education Center) ISP providing Town E-mail & Internet access.

- Replaced BayNetwork router with CISCO 1700 router for short-term. BayNetwork failing and slowing Internet traffic.
- Worked with MEC staff on the weekend to replace MEC JoeBox/Firewall (original unit) which had failed. Unit replaced by MEC tech and determined that original unit had a burnt out connection. Internet access enabled within 4 hours.
- Staff attended training sessions at MEC and User Group meetings.

Town E-mail:

- Encountered several instances of data overflow in Outlook 2002 and users were spawning unlimited e-mails until manually stopped. Outlook 2002 allowed data file of 1.9GB and then froze activities. File size had to be reduced by manual deletion of mail but enabling access to perform this task was difficult and expended lots of staff time.
- Decided to replace Outlook 2002 with a free web-based Courier application from MEC/ISP. Safety users who used Communicate application were also switched to the new Courier application. The MecNet Web Portal stored mail and data off-site at MEC and was Internet accessible. Since Town was current customer, Courier application was free.
- All Town e-mail users received new e-mail addresses to reflect new Town website name. Outlook 2002 was disabled from receiving e-mails and new icons were placed on all desktop PC's for access.
- All Courier users were provided training classes on-site by MEC staff.

SERVTracker:

- Partially installed application at Senior Center but have a performance issue accessing data.
- In communication with vendor to switch to web-based version instead of in-house server version.

Town Web Page:

- Due to budget cuts, the Town Web Master position was cut from the budget. The decision was made to out-source the Web-site and the contract was awarded to Virtual Town Hall. In addition, it was decided to move all responsibility to the Library Director.
- The FrontPage application was removed from all user PC's who support the old site and user's either installed the VTH First Class application themselves or contacted Computer Services. The application is used to maintain the Web pages for each department by the designated staff person.
- All other committees and groups who had links to the Town web site were notified of the change.

Other Projects

- Any new PC's and laptops procured are loaded with Windows XP, desired Town software applications are installed, and user profiles are created prior to deployment. No budget allocated so strictly ad-hoc funding.
- Performed Capacity Planning exercise on Servers with Whalley Computer and Advizex separately to gauge advantage of Virtualizing servers.
- Installed HydroCAD application on Town Engineer's PC after purchase of one seat.
- Procured and installed wireless card in Water laptop for use in Water vehicle.

HARDWARE PROJECTS:

The Department continues to provide primary support to the Town User community except Police and Library (consult):

RICOH Copiers:

- Worked with RICOH tech to enable scanning from digital copiers in Auditor's and Assessor's Offices.
- Worked with MUNIS and RICOH to enable digital copier to be a MUNIS printer with double-sided printing.

MICROWAVE NETWORK:

- Attended meetings to review status of Microwave network with Town Manager.
- Setup and attended technical Microwave meetings with all technical users and implementers.
- Continued to install HP ProCurve switches in Town facilities as funds are available. Plan is to have a device in all facilities to monitor activity and connectivity remotely.
- Coordinated installation of new Gigabit cards for placement into HP ProCurve switches replacing the stand-alone fiber devices currently in place at Center Fire, Police Station and Town Hall Annex.
- Acquired 3rd SUPRA TRACAccess key from Town Manager's Office for access to Verizon structures around Town. Network equipment is located within these structures and access is needed to trouble shoot problems or install new equipment. Documented the encoding scheme and made available to Police and Fire departments who have keys also.
- Started to learn how to troubleshoot network problems but progress very slow due to limited staff time availability.

VBRICK:

- Project on hold due to staff limitations. Reduced priority with delay of Town Hall renovation.

Other Projects:

- When possible with available funds, purchased memory modules and upgrade PC's to at least 512mb RAM. Also reused recycled PC memory modules. If newer PC's, expanded to 1024MB RAM when possible.
- Upgraded all DPW/Engineering PC's from CD-Rom's to DVD-R and DVD-RW units since more media arriving on DVD's.
- Setup new laptops for Town Manager and Finance Director.
- Performing increasing amount of time repairing user PC's (new disk drives, monitor cards, additional memory, power supplies, and total replacement with recycled PC's). Zero funded budget allows for no proactive replacement program.
- Met with Verizon engineer to discuss pull of Fiber cable to replace MEC T1 line. Pull line installed.
- Setup TransCOR laptop for Water Department to use in vehicles and procured and setup wireless card to access web water application to upgrade equipment at water stations and confirm functionality.

PUBLICATIONS:

- The department continues to support the following:
 - create Annual Town Report,
 - produce departmental business cards on request,
 - scan forms and produce Word templates or documents,
 - provide service to transpose paper documents to Word or Excel format.

OTHER:

- An active member of the Town Manager's Computer Working Group meeting quarterly to provide forum to discuss IT activities in the Town, Schools, Police and Library.
- Staff attended various meetings, demos and seminars: MGISA professional organizations bi-monthly meetings; "Essentials of Crystal Reports" class; "e-Procurement" demo; FINCOM for questions on budget, transfers and department requests; GOVERNING Executive session on "IT Consolidation and Shared Services"; HP ProCurve Networking Seminar; MEC User Group meeting on "Cyber-bullying"; MEC Open House to new facility in Chelmsford; MEC update meeting to discuss possible upgrades to services; MUNIS Local User group meeting; NMCOG "Shared Information Services" meetings; SiteCheck demo for web data collection; Whalley seminars ("EMC / VMWare", "EqualLogic / VMWare", "Data Security – MA 201 CMR 17"); Advizex seminars ("VMWare and Virtual desktops", "Data Domain / De-duplication", "HP Scalable NAS solution") and Virtual Lab Launch at their office.

- Staff attended regular meetings of the newly created Computer Study Committee. Committee to assist department in defining and presenting IT initiatives to various committees and the public to ensure acceptance and funding. Setup meeting with MUNIS Rep to review MUNIS ASP offering instead of in-house server.
- Coordinated installation by EMCOR of portable HVAC unit for Computer Lab to resolve heat issue especially during warm days.
- Met with Architect and Valley Communications to discuss current Auditorium setup for Town Hall renovations.
- Termination of support to Community Pantry for Internet and e-mail per Pantry.

Computer Services continues to directly or indirectly provide support to several other town application systems; to provide additional individual user training on PC application use; to maintain and procure additional computer equipment; to provide Help Desk support; to provide consulting support on a variety of computer related issues and projects; to attend seminars and training classes to maintain and increase our knowledge level; to evaluate new hardware and software; and to attend User Group and professional meetings.

Respectively submitted,
Stephen M. Hattori
MIS Director

Name	Net Pay	Details	Total OT	Gross Pay	Name	Net Pay	Details	Total OT	Gross Pay
DUFFY, JAMES J.	1,985.50	0.00	0.00	1,985.50	PLANNING BOARD				
FLYNN, CHESTER H.	4,124.10	0.00	0.00	4,124.10	DANIELL, THOMAS P.	1,920.00	0.00	0.00	1,920.00
VOTO, JOSHUA P.	1,224.00	0.00	0.00	1,224.00	DIPRIMIO, LINDA A.	55,221.47	0.00	0.00	55,221.47
FINANCE COMMITTEE					FOWLER, ROBERT.	765.00	11,266.00	0.00	12,031.00
JOHNSON, MELISSA A.	269.27	0.00	0.00	269.27	MARCHANT, ANNETTE M.	5,974.80	0.00	0.00	5,974.80
FIRE DEPARTMENT					PLUNKETT, DAVID J.	1,001.25	0.00	0.00	1,001.25
AUSTIN, SCOTT D.	60,439.98	700.00	8,527.76	69,667.74	POLCHLOPEK, WALTER S.	62,379.51	0.00	0.00	62,379.51
BROTHERS, PATRICK M.	57,594.41	0.00	8,473.57	66,067.98	REED, NANCY L.	765.00	0.00	0.00	765.00
BROTHERS, WILLIAM P.	68,108.47	0.00	7,823.43	75,931.90	ROMANO, CHERYL A.	424.88	0.00	0.00	424.88
BRUCE, JAMES W.	64,777.72	0.00	8,219.40	72,997.12	SADWICK, STEVEN J.	102,966.91	0.00	0.00	102,966.91
CALLISTRO, ROBERT B.	73,552.70	380.00	7,918.82	81,851.52	SPADA, VINCENT W.	843.75	0.00	0.00	843.75
CALLAHAN, MICHAEL P.	77,655.16	1,166.00	12,580.14	91,401.30	TORNAME, SALVATORE M.	765.00	0.00	0.00	765.00
CARNEY, DAVID A.	63,278.44	860.00	10,774.69	74,913.13	POLICE DEPARTMENT				
DOGHERTY, JOSEPH S.	61,207.86	0.00	7,554.30	68,762.16	AGGANIS, KOSTA A.	0.00	8,247.14	0.00	8,247.14
DOHERTY, PATRICK S.	61,544.51	3,610.00	8,999.72	74,154.23	ALLEN III, PAUL E.	0.00	848.00	0.00	848.00
ELLIOTT, TODD E.	52,658.57	1,000.00	9,813.91	63,472.48	BARBATO, BRIAN E.	0.00	31,845.02	268.52	32,113.54
FERRERO, OSCAR O.	61,761.90	1,320.00	12,086.88	75,168.78	BARRY, JOHN E.	97,893.47	0.00	0.00	97,893.47
FORTUNATO, JOSEPH C.	62,860.53	5,024.00	7,365.85	75,250.38	BIEWENER, JAMES P.	60,266.08	0.00	0.00	60,266.08
FOWLER, JOHN R.	56,557.33	1,260.00	7,697.03	65,514.36	BJORKGREN, ROBERT M.	67,876.25	24,663.64	6,121.31	98,661.20
GIASULLO JR., JAMES A.	63,445.13	0.00	10,072.40	73,517.53	CAPUANO, KAREN M.	55,390.30	2,300.00	1,568.28	59,258.58
GIASULLO, JEFFREY.	63,702.30	1,280.00	11,379.00	76,361.30	CARAPELLUCCI, MATTHEW J.	34,802.57	5,685.17	5,869.50	46,357.24
GILLIS, JOSEPH S.	56,562.86	0.00	1,570.62	58,133.48	CASEY, JOHN M.	55,559.63	37,334.08	5,077.06	97,970.77
GOSSE, WILLIAM R.	57,080.56	720.00	6,144.33	63,944.89	CASEY, THOMAS M.	64,398.56	11,496.64	12,377.95	88,273.15
GOURLEY JR., RUSSELL W.	68,026.17	560.00	7,379.18	75,965.35	CICERO, CHRISTINE M.	4,680.32	0.00	0.00	4,680.32
GREER JR., DONALD.	72,791.88	960.00	20,614.81	94,366.69	COLUMBUS, RYAN M.	88,198.63	960.00	13,552.64	102,711.27
GUTTADAURO, PAUL F.	66,625.83	0.00	8,336.39	74,962.22	COOKE, THOMAS M.	64,099.32	9,357.52	5,645.26	79,102.10
HAMM, RICHARD S.	62,320.12	660.00	9,403.72	72,383.84	COOPER, THERESE J.	2,843.59	8,263.00	0.00	11,106.59
HAZEL, MICHAEL A.	95,132.78	528.00	7,523.35	103,184.13	COVIELLO, CHRISTOPHER J.	81,144.90	1,760.00	0.00	82,904.90
HOLDEN, TIMOTHY J.	61,273.66	0.00	10,963.05	72,236.71	CROWE, JOHN J.	48,449.77	0.00	4,401.27	52,851.04
HURLEY, BRIAN J.	64,220.50	0.00	9,513.00	73,733.50	DELUCIA JR., JOSEPH F.	0.00	9,180.00	0.00	9,180.00
KARLBERG, DAVID R.	63,806.09	700.00	11,354.48	75,860.57	DICALOGERO, CYNTHIA J.	0.00	10,015.00	0.00	10,015.00
KEARNS, JOSEPH W.	64,545.26	0.00	10,159.94	74,705.20	DONOGHUE, JOHN.	0.00	8,144.00	0.00	8,144.00
KEDDIE, SCOTT A.	75,881.26	3,852.00	24,407.53	104,140.79	DONOVAN, ALFRED P.	160,327.46	0.00	0.00	160,327.46
KERR, GARY O.	75,548.19	1,100.00	17,703.86	94,352.05	DONOVAN, ALFRED P.	3,617.82	0.00	0.00	3,617.82
LAWRIE, DALE M.	61,223.31	0.00	503.77	61,727.08	DONOVAN, MICHAEL A.	58,943.34	6,957.92	3,531.61	69,432.87
LEVY JR., DAVID W.	57,080.55	700.00	11,740.77	69,521.32	DUFFY, DAVID J.	7,654.67	0.00	0.00	7,654.67
LITTLE, ROBERT.	58,100.17	1,600.00	11,990.08	71,690.25	EVANS, DEBORA E.	0.00	6,396.00	0.00	6,396.00
MACKAY, BRIAN R.	45,041.71	1,176.00	5,525.06	51,742.77	FARNUM, BRIAN J.	54,363.02	17,576.28	9,826.38	81,765.68
MACKAY, RICHARD.	155,052.29	0.00	0.00	155,052.29	FARRELL, JOHN B.	0.00	16,114.00	0.00	16,114.00
MCGLAUFLIN, RUSSELL J.	68,614.74	320.00	11,152.24	80,086.98	FIELD, ROBERT D.	78,460.90	24,535.20	4,624.75	107,620.85
MERRILL MORGADO, CHRISTINA	56,556.66	340.00	9,261.01	66,157.67	GATH, LEE A.	0.00	9,155.00	0.00	9,155.00
MERRILL, MICHAEL B.	55,509.52	0.00	5,592.37	61,101.89	GATH, PHILIP M.	0.00	5,167.00	0.00	5,167.00
MURPHY IV, THOMAS J.	56,960.65	1,300.00	8,909.95	67,170.60	GATTO, JASON D.	0.00	25,272.04	0.00	25,272.04
NIVEN, TIMOTHY.	74,887.85	0.00	15,131.50	90,019.35	GAYNOR, SCOTT P.	92,721.28	7,220.00	12,563.68	112,504.96
PERRY, SUSAN M.	50,930.10	0.00	0.00	50,930.10	GONZALEZ, ANDRE.	64,278.59	880.00	9,002.25	74,160.84
POWERS, STEPHEN M.	67,885.94	3,740.00	7,895.79	79,521.73	GRIFFIN, KIMBERLY A.	47,175.78	0.00	8,399.59	55,575.37
ROSEMOND, ALAN L.	62,653.70	3,140.00	11,250.00	77,043.70	HADLEY, HERBERT.	0.00	9,160.00	0.00	9,160.00
RYAN, JAMES P.	85,205.70	0.00	0.00	85,205.70	HANLEY, ERIC E.	57,985.11	17,367.12	491.40	75,843.63
SANDBERG, KENNETH J.	59,954.58	1,420.00	10,280.51	71,655.09	HARRINGTON, PATRICK J.	68,452.53	14,279.76	4,149.42	86,881.71
SAWICKI, DANIEL D.	55,966.24	1,380.00	9,218.70	66,564.94	HAZEL, GEORGE W.	0.00	15,760.00	0.00	15,760.00
SITAR JR., MICHAEL W.	91,168.07	638.00	12,835.82	104,641.89	HENEHAN, KEVIN T.	0.00	45,115.56	0.00	45,115.56
SITAR, DANIEL J.	63,159.56	3,640.00	12,023.93	78,823.49	HIDISH, VICTOR A.	0.00	6,475.00	0.00	6,475.00
SMALL, DANIEL T.	62,326.32	0.00	8,057.92	70,384.24	HIGGINBOTHAM, MARYELLEN K.	2,224.19	0.00	0.00	2,224.19
SPENCER, STEVEN M.	58,110.04	340.00	7,390.93	65,840.97	HILDEBRAND, MARK.	0.00	5,772.00	0.00	5,772.00
VASAS, ALBERT J.	78,655.19	1,749.00	21,441.28	101,845.47	HOLLIS, JAMES H.	68,263.34	28,047.21	6,789.03	103,099.58
VISCIONE, JON.	74,887.85	0.00	17,350.79	92,238.64	HOPKINSON, RICHARD A.	0.00	10,100.00	0.00	10,100.00
VONKAHLE, VANCE.	69,955.09	0.00	2,920.41	72,875.50	HYDE, PHILIP C.	0.00	9,772.00	0.00	9,772.00
YOST, DANIEL W.	55,948.34	700.00	6,427.65	63,075.99	JAREK, JOHN.	0.00	28,764.00	0.00	28,764.00
HEALTH DEPARTMENT					JAREK, MATTHEW J.	0.00	156.00	0.00	156.00
BRIGGS SR., ROBERT C.	70.00	0.00	0.00	70.00	JOP III, WALTER J.	68,111.59	28,449.74	4,117.55	100,678.88
CHO, KATHY H.	1,993.01	0.00	0.00	1,993.01	KANDROTAS, STEPHEN.	0.00	13,514.00	0.00	13,514.00
CLEMENT, LOU-ANN C.	80,233.78	0.00	0.00	80,233.78	KELLEY, JOSEPH C.	58,627.46	21,997.60	5,176.62	85,801.68
DESMOND, VIRGINIA F.	25,887.31	0.00	0.00	25,887.31	KELLY, TIMOTHY W.	81,327.63	15,909.28	10,578.74	107,815.65
FERNALD, BRIAN G.	36,821.60	0.00	136.92	36,958.52	KENNEDY, ALICE M.	55,115.58	0.00	0.00	55,115.58
FERNALD, MARY E.	227.50	0.00	0.00	227.50	KENNEY, DEBORAH M.	0.00	700.00	0.00	700.00
FRENCH, PHILLIP L.	297.50	0.00	0.00	297.50	KERBER, DANIEL P.	65,972.23	39,367.66	3,931.33	109,271.22
GORRASI, PAMELA J.	3,687.00	0.00	0.00	3,687.00	LAYNE, WILLIAM D.	3,651.81	0.00	0.00	3,651.81
KINNON, CHRISTINE E.	297.50	0.00	0.00	297.50	LEVY, DAVID W.	0.00	15,259.52	0.00	15,259.52
MCHATTON, RALPH M.	382.50	0.00	0.00	382.50	LINGIEWICZ, JOHN.	0.00	3,120.00	0.00	3,120.00
SHEEHAN, EDWARD J.	297.50	0.00	0.00	297.50	LOZADO, GEORGE M.	15,968.34	4,246.00	874.47	21,088.81
TREARCHIS, DEAN.	64,693.52	0.00	0.00	64,693.52	MACKEY, LAUREN E.	46,296.37	0.00	2,293.93	48,590.30
WESTAWAY, BARBARA.	58,031.08	0.00	0.00	58,031.08	MANLEY, MARY T.	13,429.52	0.00	0.00	13,429.52
LIBRARY					MARTIN, EDWARD L.	0.00	19,606.00	0.00	19,606.00
BANGS, JUDY A.	39,676.25	0.00	0.00	39,676.25	MCLAFFERTY, SHARON J.	0.00	7,800.00	0.00	7,800.00
BERLIK, ELIZABETH M.	31,627.28	0.00	77.55	31,704.83	MCKENNA, JAMES.	104,598.64	0.00	26,805.11	131,403.75
BURKE, JENNIFER L.	35,046.76	0.00	83.43	35,130.19	MCLEOD, KATHRYN Q.	66,270.04	0.00	47.80	66,317.84
COUTURE, NOELLE B.	54,976.23	0.00	105.75	55,081.98	MCMAHON, MARKUS E.	67,707.76	21,881.40	2,081.33	91,670.49
DESHLER JR., MICHAEL T.	40,748.10	0.00	744.88	41,492.98	MCMAHON, SEAN M.	0.00	1,832.00	0.00	1,832.00
FAHERTY, CHERYL A.	37,281.72	0.00	0.00	37,281.72	MCNAMARA, JASON R.	37,195.15	6,318.00	7,933.38	51,446.53
HAYES, ROBERT L.	29,904.41	0.00	0.00	29,904.41	MIANO, DAVID M.	46,487.18	8,250.00	11,673.60	66,410.78
HINDERER, JENNIFER E.	67,528.05	0.00	0.00	67,528.05	MOSHER, BEVERLY B.	0.00	14,318.00	0.00	14,318.00
HOLLAND, GAIL M.	38,755.67	0.00	0.00	38,755.67	MULVEY, JESSICA L.	66,913.53	0.00	3,584.31	70,497.84
MARTIN, AMY M.	31,848.31	0.00	624.54	32,472.85	NEWTON, EILEEN L.	48,220.60	0.00	59.20	48,279.80
MATLIN, ERIN A.	53,940.46	0.00	602.22	54,542.68	NEWTON, JOSEPH I.	4,170.07	5,546.00	0.00	9,716.07
MOONEY, HELEN D.	35,762.38	0.00	0.00	35,762.38	NEWTON, SONIA M.	7,439.92	8,638.00	0.00	16,077.92
SALVATO, JOYCE.	44,366.64	0.00	0.00	44,366.64	NICOSIA, PAUL J.	47,737.51	39,395.32	6,674.26	93,807.09
SANGER, LISBET F.	43,521.36	0.00	67.46	43,588.82	O'HARE, JAMES P.	0.00	506.00	0.00	506.00
TOOMBS, MARY E.	55,474.39	0.00	0.00	55,474.39	OLIVEIRA, CHRISTOPHER D.	16,869.04	2,032.00	1,074.30	19,975.34
TOPPIN, JOANNE R.	39,080.96	0.00	120.28	39,201.24	O'NEILL, BRIAN R.	56,092.83	9,651.04	14,228.75	79,972.62
MODERATOR					PALTRINERI, ALEX W.	46,662.91	7,197.00	4,525.58	58,385.49
LAYNE, WARREN R.	450.00	0.00	0.00	450.00	PAVAO, MICHAEL A.	17,206.78	2,252.00	1,038.37	20,497.15

<u>Name</u>	<u>Net Pay</u>	<u>Details</u>	<u>Total OT</u>	<u>Gross Pay</u>	<u>Name</u>	<u>Net Pay</u>	<u>Details</u>	<u>Total OT</u>	<u>Gross Pay</u>
PICCOLO JR , ALBERT A.	60,071.39	27,919.60	4,277.38	92,268.37	<u>TREASURER COLLECTOR</u>				
PICCOLO , ARTHUR M.	56,608.19	3,313.52	1,657.44	61,579.15	BLAKENEY JR , WILLIAM L.	64,995.78	0.00	9,411.04	74,406.82
POISSON , KAREN A.	47,897.42	860.00	7,370.88	56,128.30	EWING , LUCILLE M.	50,634.49	0.00	3,006.43	53,640.92
PORTER , KIM M.	47,368.87	0.00	1,230.77	48,599.64	GATH , DEBRA .	41,759.28	0.00	462.89	42,222.17
POWERS , JOHN R.	51,294.22	2,890.00	1,049.58	55,233.80	GILBERT , SUSAN D.	33,432.63	0.00	354.90	33,787.53
POWERS , JOHN R.	0.00	15,182.00	0.00	15,182.00	LANGLOIS , LORRAINE M.	58,242.60	0.00	0.00	58,242.60
POWERS , NATHANIEL P.	0.00	640.00	0.00	640.00	LIGHTFOOT , DOROTHY A.	2,462.96	0.00	0.00	2,462.96
PRATT JR , DOUGLAS E.	55,239.95	4,308.24	4,880.24	64,428.43	SMITH , JANET K.	73,552.01	0.00	0.00	73,552.01
REESE , KEREN J.	63,692.56	556.00	3,674.39	67,922.95					
REESE , KEVIN .	72,277.59	7,094.32	5,572.55	84,944.46	<u>VETERANS</u>				
REGAN , PETER L.	54,781.76	640.00	1,743.92	57,165.68	WILLIAMS , JAMES F.	47,546.58	0.00	0.00	47,546.58
RICCARDI , KIMBERLY A.	59,670.11	5,897.76	4,304.73	69,872.60					
RINGWOOD , PAUL .	0.00	11,660.00	0.00	11,660.00					
RUSSO , ALYSIA M.	60,073.36	1,961.00	2,387.77	64,422.13					
RYSER , JAMES T.	48,656.80	468.00	1,829.28	50,954.08					
SCHWALB JR , WILLIAM L.	62,170.93	12,696.00	213.29	75,080.22					
SCOTT , CHRISTOPHER M.	61,635.14	19,975.20	5,053.69	86,664.03					
SHEEHAN , MICHAEL P.	57,982.17	0.00	0.00	57,982.17					
SHEEHAN , TIMOTHY B.	125,041.50	320.00	1,856.56	127,218.06					
SITAR III , MICHAEL W.	29,334.26	4,402.00	956.84	34,693.10					
SMALL , MATTHEW L.	53,017.67	0.00	812.20	53,829.87					
SOUZA , JONATHAN J.	17,206.77	468.00	1,146.54	18,821.31					
STEPHENS , ROBERT A.	94,471.99	12,325.60	12,082.73	118,880.32					
STOTIK , PATRICIA J.	50,930.10	0.00	4,232.05	55,162.15					
SULLIVAN , EDWARD M.	57,352.66	0.00	329.38	57,682.04					
TORRES , STEVEN M.	79,548.48	6,492.32	4,499.14	90,539.94					
VOTO , JOHN S.	104,474.46	14,146.80	8,440.79	127,062.05					
WACKROW , JAMES F.	0.00	3,907.00	0.00	3,907.00					
WARREN , BRIAN .	73,221.92	640.00	3,286.34	77,148.26					
WELCH , JENNIE A.	66,569.89	4,197.22	2,200.20	72,967.31					
WESTAWAY , ROBERT L.	0.00	5,172.00	0.00	5,172.00					
WESTAWAY , ROBERT L.	54,009.35	780.00	2,424.50	57,213.85					
WHITEHOUSE , JACK L.	0.00	10,929.00	0.00	10,929.00					
WILKINSON JR , WILLIAM J.	0.00	11,493.52	0.00	11,493.52					
WILLIAMS JR , JAMES F.	85,890.56	7,981.44	6,893.76	100,765.76					
WOOD , MARK P.	0.00	312.00	0.00	312.00					
WORTH , GARIN F.	47,272.00	0.00	268.83	47,540.83					
YOST , GEORGE E.	625.00	3,545.00	0.00	4,170.00					
<u>RECREATION DEPARTMENT</u>									
AMATO , NICHOLAS C.	4,793.00	0.00	0.00	4,793.00					
BIBO , ASHLEY A.	3,916.00	0.00	0.00	3,916.00					
BIBO , GERALDINE P.	2,970.00	0.00	0.00	2,970.00					
BIBO , LAUREN N.	32,194.49	0.00	0.00	32,194.49					
BORDONARO , MICHAEL A.	3,129.50	0.00	0.00	3,129.50					
CALLAHAN , KEEGAN E.	1,648.00	0.00	0.00	1,648.00					
CANADA , DANIEL L.	4,037.00	0.00	0.00	4,037.00					
COPPI , MATTHEW J.	24,911.89	0.00	2,281.43	27,193.32					
COPPI , MICHELLE E.	5,049.00	0.00	0.00	5,049.00					
DIRUSSO , ERIC G.	2,397.00	0.00	0.00	2,397.00					
DIRUSSO , IAN J.	2,439.00	0.00	0.00	2,439.00					
FERRIERO , MICHAEL A.	1,592.00	0.00	0.00	1,592.00					
HAMM , MARIA C.	4,854.00	0.00	0.00	4,854.00					
HAMM , THEODORE R.	5,538.50	0.00	0.00	5,538.50					
KANDO , DAVID T.	1,684.00	0.00	0.00	1,684.00					
LAVALLE , LAWRENCE M.	1,947.00	0.00	0.00	1,947.00					
MCCARTHY , KEITH T.	2,538.00	0.00	0.00	2,538.00					
MORRIS , MARK D.	2,926.00	0.00	0.00	2,926.00					
NOLAN , ROBERT J.	64,899.53	0.00	9,912.70	74,812.23					
PATTERSON , ROY E.	81,570.38	0.00	0.00	81,570.38					
SEMENZA , CRAIG M.	1,520.00	0.00	0.00	1,520.00					
SULLIVAN , KELLI R.	2,984.00	0.00	0.00	2,984.00					
TABER , ERIK C.	3,355.00	0.00	0.00	3,355.00					
WELCH , BRIANNA D.	3,635.50	0.00	0.00	3,635.50					
WELCH , TYLER J.	19,461.63	0.00	1,727.13	21,188.76					
<u>REGISTRARS</u>									
BENNETT , BEVERLY A.	250.00	0.00	0.00	250.00					
CREAMER , EDWARD D.	500.00	0.00	0.00	500.00					
ORDWAY , DONALD R.	250.00	0.00	0.00	250.00					
<u>SCHOOL BUILDING COMMITTEE</u>									
MCLAUGHLIN , MARIA L.	524.36	0.00	0.00	524.36					
<u>TOWN CLERK</u>									
DOHERTY , JAMIE M.	5,964.95	0.00	0.00	5,964.95					
GRAFFEO , DENISE .	49,932.66	0.00	1,669.74	51,602.40					
NICHOLS , MARY-ANN O.	75,918.58	0.00	0.00	75,918.58					
POWER , ELENA .	3,709.36	0.00	0.00	3,709.36					
SULLIVAN , MICHELE B.	15,871.73	0.00	0.00	15,871.73					
<u>TOWN HALL</u>									
RAY , SANDRA M.	22,641.26	0.00	52.45	22,693.71					
<u>TOWN MANAGER</u>									
BARBEAU , SANDRA A.	97,815.21	0.00	0.00	97,815.21					
CHAMBERS , HELEN M.	64,276.17	0.00	0.00	64,276.17					
CRESSMAN , DAVID G.	203,632.59	0.00	0.00	203,632.59					
TAMBOLI , JEANNE M.	28,726.94	0.00	0.00	28,726.94					

SCHOOL EMPLOYEE EARNINGS

<u>Name</u>	<u>Net Pay</u>	<u>Total OT</u>	<u>Gross Pay</u>	<u>Name</u>	<u>Net Pay</u>	<u>Total OT</u>	<u>Gross Pay</u>
ABATE-UPSON, CYNTHIA	67,783.34	237.58	68,020.92	CARLETON, KATHRYN A	50,901.67	332.10	51,233.77
ABBOTT, MARY	20,983.97	4,121.17	25,105.14	CARLINO, LOREN A	52,794.17	58.63	52,852.80
ACHILLA, ANN A	2,893.75	-	2,893.75	CARPENITO, THOMAS A	57,117.00	6,382.40	63,499.40
ADAMS, MARY LOUISE A	59,749.28	541.78	60,291.06	CARRILLO, MARY A	3,297.79	-	3,297.79
ADAMS, ROBIN A	13,035.42	-	13,035.42	CARROLL, PATRICIA A	2,844.95	-	2,844.95
ADELMAN, SHARON A	972.90	-	972.90	CARTER, LINDA	14,190.80	100.00	14,290.80
AGOSTONELLI, KAREN	14,909.15	300.00	15,209.15	CARY, CAROL A	173.90	-	173.90
AHEARN, DENISE	3,873.46	-	3,873.46	CASEY, CATHERINE A	2,227.80	-	2,227.80
AIELLO, MARY BETH A	57,101.42	160.38	57,261.80	CASEY, KATHLEEN	30,794.25	5,008.50	35,802.75
ALLARD, JUDITH A	60,201.85	1,566.31	61,768.16	CASPARIUS, BARBARA A	27.75	-	27.75
ALLOWAY, LEAH A	183.78	-	183.78	CASTIGLIONE, LINDA	8,006.93	-	8,006.93
ALUKONIS, LINDA	15,421.42	480.00	15,901.42	CATHERWOOD, WILLIAM	39,724.88	7,907.41	47,632.29
AMATO, NICHOLAS A	20,856.98	12,065.25	32,922.23	CECERE, GRETCHEN A	2,774.05	-	2,774.05
AMPONSAH, JUDITH	2,501.54	30.19	2,531.73	CERULLO, TERESA A	834.72	-	834.72
ANDERSON, KATHLEEN	60,821.71	230.67	61,052.38	CHACE, ETHEL A	73,832.56	-	73,832.56
ANGELO, LAURIE	21,308.85	6,743.37	28,052.22	CHAN, MARJORIE A	56,990.34	29.31	57,019.65
ANKOMAH, PHILOMINA A	2,338.62	120.76	2,459.38	CHANAKI, KAREN A	58,720.88	-	58,720.88
ANSLEY, ERIKA A	4,763.94	482.47	5,246.41	CHASAN, LISA	67,599.67	6,481.69	74,081.36
ARAUJO, HENRIETTA A	49,299.49	8,330.00	57,629.49	CHASE-ANDERSON, MARY ELLEN	13,764.96	8,235.16	22,000.12
ARNOLD, JENNIFER A	65,983.34	205.17	66,188.51	CHEMALY, JEFFREY A	2,050.00	-	2,050.00
ASTUTI, PATRICIA A	569.92	-	569.92	CHISHOLM, BRENDA A	130.80	-	130.80
AUSTIN, LINDA A	38,467.07	8,638.85	47,105.92	CIAMPA, KELLEY A	794.64	-	794.64
AYLWARD, BRIAN	65,100.05	14,392.74	79,492.79	CICCOLELLA, ELAINE A	13,214.49	8,379.36	21,593.85
AYLWARD, NORMA A	83.78	-	83.78	CINTOLO, KAREN	65,926.57	301.90	66,228.47
AYLWARD, ROBERT	4,634.00	-	4,634.00	CLARK, SUSAN A	47,664.27	87.93	47,752.20
BABATUNDE, ADENIKE	61.26	-	61.26	CLONEY, CHARLENE A	49,106.86	90.57	49,197.43
BAILEY, LISA A	58,621.99	213.16	58,835.15	COHAN, JOANNE	728.50	-	728.50
BAKER, KATHERINE	166.50	-	166.50	COLANTUONI, ADAM A	77,968.58	1,197.45	79,166.03
BAKER O'BRIEN, KAREN A	70,558.72	1,134.61	71,693.33	COLMAN, JUDITH	19,931.40	20,292.62	40,224.02
BANCROFT, KAREN A	59,909.71	2,562.04	62,471.75	CONLON, MARJORIE	41,295.56	9,131.22	50,426.78
BANCROFT, LISA A	18,174.93	6,861.37	25,036.30	CONNELLY, BARBARA A	647.20	-	647.20
BARBOZA, ANNA A	2,463.41	25.00	2,488.41	CONNELL, KATHLEEN A	72,142.20	147.01	72,289.21
BARNES, MARYANN A	2,330.52	18.75	2,349.27	CONNERTY, EDWARD A	960.00	-	960.00
BARNETT, SANDRA	39,774.70	9,220.37	48,995.07	CONRAD, KATHLEEN A	42,752.66	29.31	42,781.97
BARNETT, SUSAN A	72,867.79	9,079.74	81,947.53	CONSAUL, SCOTT A	900.00	-	900.00
BARRIO, KELLY A	16,240.50	-	16,240.50	CONTALONIS, MAUREEN	5,226.79	-	5,226.79
BASILIERE, MARCO A	53,770.49	234.48	54,004.97	CONTARDO, AMANDA A	837.22	-	837.22
BASTERI, CYNTHIA A	71,861.94	21,397.71	93,259.65	CONWAY, KARLA	50,991.48	22,153.45	73,144.93
BASTERI, LAWRENCE A	14,430.30	-	14,430.30	COPPOLA, PAULA A	1,151.78	-	1,151.78
BATTAGLIA, TERESA	129.12	-	129.12	COTE, CHRISTINE	21,095.52	351.72	21,447.24
BEDARD, MAUREEN	14,058.68	-	14,058.68	COUGHLIN, ROSEMARY A	64,926.65	6,680.03	71,606.68
BELL, DONNA A	1,227.76	-	1,227.76	COUGHLIN, CHARLES A	38,749.88	3,171.33	41,921.21
BELLISTRI, ANDREW A	48,264.88	6,296.69	54,561.57	COUGHLIN, MARIANNE A	4,004.00	25.00	4,029.00
BELLO, TERRIOAN	3,649.34	-	3,649.34	COURNOYER, LISA A	70,273.91	658.94	70,932.85
BENNETT, DEBORAH A	15,765.35	1,815.00	17,580.35	COVEL, CAROLYN A	27.75	-	27.75
BENNETT, ELAINE A	20,427.13	1,495.00	21,922.13	COVINO, CHRISTA A	3,189.66	-	3,189.66
BENNING, KRISTINE	21,308.85	2,945.76	24,254.61	COWAN, SARA A	13,587.57	-	13,587.57
BENVENUTO, KATHLEEN A	11,046.74	-	11,046.74	CRAFT, LESLEY A	5,493.12	-	5,493.12
BERGLUND, KAREN	2,381.80	-	2,381.80	CRAIG, GWENDOLYN A	1,297.10	-	1,297.10
BETTENCOURT, SANDRA A	72,317.62	-	72,317.62	CREMIN, CHRISTINE A	66,283.34	81.09	66,364.43
BEVILACQUA, LISA	555.00	-	555.00	CREMINS, EDWARD A	67,456.41	234.48	67,690.89
BILODEAU, CATHLEEN	70,904.13	1,117.20	72,021.33	CROOKER, ASHLEY A	41,129.29	1,096.54	42,225.83
BLISS, GAIL	65,433.34	4,954.42	70,387.76	CUMMINGS, GERALDINE A	77,337.70	3,127.41	80,465.11
BODONI, MICHELLE A	263.28	-	263.28	CURLEY, PENNY	40.00	-	40.00
BONUGLI, NANCY A	2,061.75	-	2,061.75	CURLEY, ROSE	42,406.79	58.63	42,465.42
BORGES, JOANNE A	2,910.30	-	2,910.30	CURTIN, BARBARA A	14,474.63	-	14,474.63
BOUDREAU, MARILYN A	3,804.20	25.00	3,829.20	CURTIN, PAULA A	21,308.85	16,087.00	37,395.85
BOUDREAU-HILL, DONNA A	71,640.88	4,025.53	75,666.41	DARRIGO, LISA A	4,282.80	-	4,282.80
BOURGEOIS, CHRISTINE A	3,748.36	-	3,748.36	DAVIS, JANET	47,163.03	836.46	47,999.49
BOURGEOIS, MARIE A	12,152.40	-	12,152.40	DAVIS, MEGHAN A	15,037.29	1,214.80	16,252.09
BOWDEN, DONNA A	58,788.12	114.96	58,903.08	DAVOS, DIANE	59,035.64	205.17	59,240.81
BOYLE, NANCY A	58,966.77	9,895.74	68,862.51	DEANGELIS, LORI A	1,822.49	-	1,822.49
BRACE, JOANN	20,856.98	4,786.00	25,642.98	DEARING, MAURA A	67,638.85	23.45	67,662.30
BRADLEY, HEATHER A	44,669.92	2,946.50	47,616.42	DECAROLIS, BRANDI A	55,863.42	87.93	55,951.35
BRADLEY, LOREEN A	122,771.53	-	122,771.53	DEGRECHIE, SHELLEY A	64,926.65	418.29	65,344.94
BRADLEY, MARK A	7,223.00	-	7,223.00	DEISLINGER, KATHRYN A	48,521.35	14.66	48,536.01
BRADLEY, THOMAS A	4,634.00	-	4,634.00	DELUCIA, FRANCES	57,891.36	-	57,891.36
BRENNAN, ANNE A	19,955.34	1,912.44	21,867.78	DEMATTIA, DEBRA A	4,226.56	25.00	4,251.56
BREWIN, DEBORAH A	64,926.65	103.04	65,029.69	DEMERS, MARC A	54,364.78	8,354.54	62,719.32
BRIGIDA, ROBERT A	58,035.64	798.12	58,833.76	DEMOS, SHANNON	57,351.04	7,647.38	64,998.42
BRIMER, CATHERINE	6,266.67	-	6,266.67	DEPIERRO, DONNA A	14,210.47	480.00	14,690.47
BROTHERS, NANCY A	232.82	-	232.82	DERMODY, JOSEPH A	55,446.91	117.24	55,564.15
BROWN, DEBORAH A	2,471.59	-	2,471.59	DEROCHE, JULIE A	48,948.60	181.68	49,130.28
BUCKLEY, WILLIAM A	3,984.25	-	3,984.25	DESCHENE, CHRISTINE A	1,768.38	-	1,768.38
BUEHLER, DEBORAH A	50,857.52	29.76	50,887.28	DESHLER, MARYANN A	21,077.91	30.00	21,107.91
BURGOYNE, CATHERINE A	2,757.26	-	2,757.26	DESJARDINS, BRYAN	52,394.20	58.62	52,452.82
BURKE, DARLENE	1,396.75	-	1,396.75	DESROCHERS, LISA A	56,734.15	38.46	56,772.61
BURKE, JOSEPH A	38,889.89	1,498.49	40,388.38	DEVEAU, KATHERINE A	48,520.71	237.58	48,758.29
BYRNES, ANTOINETTE	11,776.46	-	11,776.46	DEVINCENTIS, NICOLETTA	7,523.11	-	7,523.11
BYRNES, JOHN	57,101.42	13,630.60	70,732.02	DEVITO, ROBERT	894.74	-	894.74
CAFARELLI, CHRISTINE A	1,669.49	-	1,669.49	DEWING, HENRY	39,724.88	515.70	40,240.58
CALLAHAN, CHLOE A	53,678.52	100.00	53,778.52	DIBISEGLIA, GLADYS	11,595.38	-	11,595.38
CALLANAN, EILEEN A	18,730.04	2,085.00	20,815.04	DICACCO, MARY	17,423.98	181.16	17,605.14
CAMERON, ALLISON A	58,437.35	369.47	58,806.82	DICREDICO, BRITTANY A	1,591.60	-	1,591.60
CAMIRE, RICHARD	66,283.34	7,074.65	73,357.99	DICREDICO, KIMBERLY A	1,287.95	-	1,287.95
CAMPBELL, COURTNEY A	16,359.93	-	16,359.93	DIFELICE, ALLISON	13,117.17	105.00	13,222.17
CANTWELL, JASON A	1,235.41	-	1,235.41	DIKEMAN, KIMBERLY A	23,886.85	105.67	23,992.52
CAPONE, BARBARA A	2,746.80	-	2,746.80	DILLON, KRISTIN A	58,437.35	211.34	58,648.69
CAPPHELLO, NANCY A	2,418.66	-	2,418.66	DIRK, MELISSA A	3,839.08	-	3,839.08
CAREW, LISA	1,715.28	-	1,715.28	DIROCCO, LEO	22,894.66	6,738.00	29,632.66
CAREY, GERTRUDE A	6,300.00	-	6,300.00	DOBBIN, TRAVIS A	38,358.14	1,971.90	40,330.04
CAREY, KEVIN A	44,109.86	7,536.20	51,646.06	DOBERTY, DEREK A	5,179.00	-	5,179.00
CAREY, MICHAEL A	43,104.97	8,207.37	51,312.34	DOHERTY, KAREN	433.60	-	433.60

<u>Name</u>	<u>Net Pay</u>	<u>Total OT</u>	<u>Gross Pay</u>	<u>Name</u>	<u>Net Pay</u>	<u>Total OT</u>	<u>Gross Pay</u>
DOHERTY, LAURIE A	15,421.42	475.00	15,896.42	GRANT, JANE	13,168.38	-	13,168.38
DOHERTY, MARIA A	27,728.03	170.20	27,898.23	GRAVES, GLORIA A	68,944.69	405.70	69,350.39
DONAHUE, LISA A	2,042.01	-	2,042.01	GREENE, TIMOTHY A	5,634.72	-	5,634.72
DONNELLY, ANN A	11,922.11	-	11,922.11	GREER, KATHRYN A	347.14	-	347.14
DONOGHUE, JOHN	61,250.24	22,878.56	84,128.80	GUIDA, MARIE A	4,654.30	25.00	4,679.30
DOOLAN, ROBERT A	64,926.65	5,871.19	70,797.84	HAKALA, ROBYN A	59,755.29	37.74	59,793.03
DOOLEY, CAROLYN A	64,926.65	200.00	65,126.65	HALL, JENNIFER A	2,072.63	-	2,072.63
DOURANCE, ROSAMOND A	90,816.83	362.28	91,179.11	HAMILTON, GAIL A	70,023.82	26,611.66	96,635.48
DOUCETTE, ANNE A	20,187.70	3,374.27	23,561.97	HAMILTON, LINDA	46,185.07	-	46,185.07
DROUIN, RONALD	64,926.65	7,758.00	72,684.65	HAML'YN, JOYCE A	498.28	-	498.28
DUECKER, CHRISTINA A	466.35	-	466.35	HANFIN, ASHLEY A	2,486.26	-	2,486.26
DUFFILL, MERCY A	67,908.56	-	67,908.56	HANNA DURKIN, GALE A	16,157.63	-	16,157.63
DUNCAN, ANNE	63,146.26	9,814.90	72,961.16	HANSBERRY, BONITA	82,349.21	2,060.96	84,410.17
DUPLESSIS, LESLIE A	5,301.24	-	5,301.24	HARDACRE, LYNNE	66,657.42	3,595.77	70,253.19
DVORAK, CAROLYN A	3,035.00	-	3,035.00	HARRINGTON, DAVID A	40,798.90	6,586.67	47,385.57
DYKEMAN, LYNNE	39,189.38	221.16	39,410.54	HAY, ANDREA	2,457.25	25.00	2,482.25
DZIADOSZ, JUDITH ANN	10,399.15	-	10,399.15	HENNEMUTH, TRUDI	5,700.00	-	5,700.00
EARLEY, MICHAEL	2,909.00	-	2,909.00	HESSION, JOANNE A	58,528.14	891.80	59,419.94
EARLY, PAUL A	66,854.49	1,279.32	68,133.81	HICKEY, BRIAN A	93,007.20	-	93,007.20
EDELSTEIN, ELEANOR	3,341.35	-	3,341.35	HIGGINS, JENNIFER	24,737.19	1,512.00	26,249.19
EDGERTON, EAMON A	55,338.92	147.43	55,486.35	HIGGINS, JODI A	65,869.66	-	65,869.66
ELDRINGHOFF, MARY A	72,414.11	1,502.18	73,916.29	HILLSON, KIMBERLY A	61,253.70	170.00	61,423.70
ELWELL, JOANNE A	21,308.85	5,870.00	27,178.85	HIMMEL, CATHERINE A	66,797.58	123.99	66,921.57
EMERSON, TIFFANY A	64,926.65	-	64,926.65	HINES, MARIE A	9,580.00	40.00	9,620.00
ENOS, TERESA A	58,039.13	105.67	58,144.80	HIRTLE, MARYELLEN	57,101.42	14.66	57,116.08
EVANGELISTA, GERALDINE	2,787.12	-	2,787.12	HODGSON, KAREN A	249.14	-	249.14
FABIANO, JENNIFER A	19,466.39	14,510.01	33,976.40	HOGAN, SUSAN A	64,926.65	162.53	65,089.18
FABRIZIO, PATRICIA A	64,926.65	14.66	64,941.31	HOGAN, SUSAN A	59,055.38	366.29	59,421.67
FAGAN, JUNE A	16,359.93	90.58	16,450.51	HOPKINS, JUDITH A	52,326.56	519.00	52,845.56
FAIRWEATHER, PAULA A	3,112.90	25.00	3,137.90	HOPKINSON, CARLA A	2,581.92	-	2,581.92
FALLON, RICHARD A	40,174.90	8,074.45	48,249.35	HOUSE, LINDA	51,811.18	111.74	51,922.92
FARNHAM, JAYNE	73,832.56	296.79	74,129.35	HUGHES, MICHELE A	65,157.45	525.38	65,682.83
FARREY FORSYTH, NANCY	74,883.91	-	74,883.91	HULME, LAURA A	2,184.61	-	2,184.61
FAVREAU, LAURIE A	27.75	-	27.75	HURD, KRISTIN A	2,477.25	-	2,477.25
FECTEAU, WILLIAM A	3,247.00	-	3,247.00	HYDE, SANDRA A	7,510.20	25.00	7,535.20
FELICIANO, YOLANDA	37,149.52	-	37,149.52	HYLAND, LORI	65,392.93	2,155.21	67,548.14
FERRARA, SANDRA A	62,539.36	2,462.04	65,001.40	HYNES, KIM	60,559.06	23,602.43	84,161.49
FERRERA, KAREN A	66,283.34	301.90	66,585.24	HYNES, NICOLE A	11,638.25	-	11,638.25
FINN, BRENDA A	1,351.68	-	1,351.68	IANNACCI, LYNN	6,110.43	-	6,110.43
FINN, CHRISTINE A	46,185.07	-	46,185.07	IRELAND, VIKKI A	66,283.34	-	66,283.34
FITZGERALD, JUDITH A	4,785.00	-	4,785.00	IRONS, FREDERICK A	7,653.09	-	7,653.09
FLYNN, DARLENE	2,481.78	-	2,481.78	JACKMAN, EDWARD	2,182.27	3,030.00	5,212.27
FOLLETT, THERESA	65,301.91	140.78	65,442.69	JACKMAN, MAUREEN	60,601.42	-	60,601.42
FORAN, ROBIN A	13,257.92	-	13,257.92	JAGLA, BARBARA A	66,640.29	590.64	67,230.93
FORD, KATHLEEN	65,272.79	491.57	65,764.36	JARDIN, AUGUST A	69,456.50	3,623.45	73,079.95
FORLEO, JENNIFER A	36,914.21	-	36,914.21	JARDINE-YEATS, RHONDA A	42,623.57	-	42,623.57
FORTI, MELANIE A	666.00	-	666.00	JAREK, JOHN A	8,204.17	-	8,204.17
FORTIER, JENNIFER	7,990.98	-	7,990.98	JELLEY, MICHELLE	2,719.55	-	2,719.55
FOSTER, EDWARD A	87,398.69	-	87,398.69	JOHNSON, ANDREE A	65,717.06	-	65,717.06
FOTHERGILL, PATRICIA A	7,508.60	-	7,508.60	JOHNSON, AUDRIA A	58,966.77	6,540.58	65,507.35
FOWLER, ANNE A	2,545.56	-	2,545.56	JOHNSON, DEANNA	1,057.15	-	1,057.15
FOWLER, JUNE	39,898.95	-	39,898.95	JOHNSTON, KIMBERLY A	66,527.48	10,075.45	76,602.93
FRANCIS, DENNIS A	1,500.00	-	1,500.00	JONES, WILLIAM A	4,053.98	-	4,053.98
FRANCISCO-MARSH, LYNN A	66,607.98	52.17	66,660.15	JOYCE, BARBARA A	4,654.97	-	4,654.97
FRANK, JOSEPH A	56,609.57	362.85	56,972.42	JOYCE, CHRISTINE A	1,304.15	-	1,304.15
FRIEDMAN, CAROLE	1,596.85	-	1,596.85	JOYCE, KATHRYN A	3,113.61	-	3,113.61
FROIO, CHERYL	3,216.51	120.00	3,336.51	KAKLEAS, KATHY A	2,834.00	25.00	2,859.00
FROST, SANDRA A	52,394.70	14.66	52,409.36	KALAJIAN, NANCY A	73,778.33	145.29	73,923.62
FULLER, JAN A	101,346.15	-	101,346.15	KALARITES, MARCIA A	72,495.36	98.12	72,593.48
FULLER, LISA A	39,930.99	-	39,930.99	KALOYANIDES, COURTNEY A	58,977.56	263.49	59,241.05
FULLER, PENNE A	2,855.80	-	2,855.80	KANE, KIM	9,818.03	-	9,818.03
FULLER, WILLIAM A	16,359.93	-	16,359.93	KAPUST, MARY A	21,266.81	492.04	21,758.85
FULLERTON, JUNE	395.30	-	395.30	KAUSHAL, JYOTI A	1,188.10	-	1,188.10
GAGNE, CATHERINE A	66,283.34	735.38	67,018.72	KAWALSKI, PATRICIA	5,335.91	-	5,335.91
GAGNON, CHRISTOPHER A	61,253.70	749.00	62,002.70	KEARNS, JOANNE	40,048.90	-	40,048.90
GAGNON, KIM A	66,283.34	51.74	66,335.08	KEARNS, PATRICIA A	13,159.21	-	13,159.21
GAGNON, SUSAN	69,638.76	-	69,638.76	KEDDIE, PATRICIA A	66,283.34	825.53	67,108.87
GALE, PATRICIA A	15,765.35	13,437.93	29,203.28	KELLEHER, BONNIE	4,260.20	-	4,260.20
GALLIFORD, CAROL A	1,973.83	-	1,973.83	KELLEHER, MARY A	65,392.71	1,134.78	66,527.49
GALLIGAN, PATRICK A	64,926.65	-	64,926.65	KELLEHER, NANCY A	2,584.02	-	2,584.02
GALLO, CAROLE A	80,185.83	205.23	80,391.06	KELLEY, DIANNE A	2,025.00	-	2,025.00
GANLEY, KYLE A	9,370.26	-	9,370.26	KELLEY, LOUISE A	31,582.41	159.20	31,741.61
GARDNER, EILEEN A	62,139.97	-	62,139.97	KELLY, KERRI A	427.70	-	427.70
GARIEPY, SALLY A	15,765.35	645.63	16,410.98	KENNEDY, MARY A	68,668.63	-	68,668.63
GARR, EMILY A	36,352.81	-	36,352.81	KENNEY, JOANNE	2,055.57	-	2,055.57
GAUDETTE, ANNA A	21,855.16	4,920.00	26,775.16	KIMBLE, ANGELA A	91,982.13	-	91,982.13
GENDALL, DOROTHY A	625.00	-	625.00	KING, PAULINE A	35,192.88	-	35,192.88
GEORGOPOULOS, SANDRA A	2,910.30	-	2,910.30	KIRWIN, WILLIAM	6,100.00	-	6,100.00
GHANNAD, ASHLEY	9,152.49	45.29	9,197.78	KLING, JOYCE	7,598.64	-	7,598.64
GIBSON, KEVIN A	64,926.65	68.74	64,995.39	KNOX, VERONICA A	752.90	-	752.90
GILBRIDE, THOMAS A	47,905.00	15,717.15	63,622.15	KOLACK, ROSEANNE	75,778.23	-	75,778.23
GILGUN, MELISSA	69,509.35	2,163.15	71,672.50	KOPESKY, EDWARD A	17,453.43	-	17,453.43
GILLESPIE, JENNIFER A	63,945.86	5,026.71	68,972.57	KOSIBA, KRISTEN A	67,589.35	-	67,589.35
GILLETTE MANNA, BARBARA A	72,896.13	231.53	73,127.66	KOSKEY, PAMELA A	46,721.21	1,553.40	48,274.61
GILLOTTE, KAREN A	15,615.35	24,138.77	39,754.12	KOSTANDIN, SUSAN A	43,514.06	-	43,514.06
GILLOTTE, KEVIN A	6,214.41	-	6,214.41	KRAINSKI, JOANNA A	83,567.64	484.21	84,051.85
GILLOTTE, SARAH	48,520.66	6,684.79	55,205.45	KRAYTENBERG, DEBRA A	48,663.77	186.30	48,850.07
GINSBURG, MATTHEW A	3,247.00	-	3,247.00	KROL, PATRICIA A	72,083.13	-	72,083.13
GIZZI, GOLDIE A	3,989.40	-	3,989.40	KRZESINSKI, ELIZABETH A	64,926.65	15.10	64,941.75
GLASS, DEBRA A	59,232.27	1,279.32	60,511.59	LAFFEY, MARY	62,466.86	-	62,466.86
GLYNN, MARTHA	54,364.78	2,968.93	57,333.71	LAFLAND, KIMBERLY A	64,878.86	261.21	65,140.07
GOMES, ASHLEY A	1,347.72	-	1,347.72	LAKEMAN, MARY A	3,912.15	25.00	3,937.15
GORDWIN, MARY A	3,168.01	25.00	3,193.01	LALLY, PATRICIA A	106,163.55	-	106,163.55
GORDON, JANET A	58,437.35	117.24	58,554.59	LANE, JAIME A	67,638.85	400.78	68,039.63
GOUTHRO, BRIAN A	63,255.58	458.86	63,714.44	LANGLAIS, RENEE A	65,609.42	3,507.38	69,116.80
GRAASKAMP, DOROTHY A	74,038.08	1,866.20	75,904.28	LANGONE, DEBRA	1,371.57	-	1,371.57
GRAHAM, DONNA	73,531.74	4,277.74	77,809.48	LAPIERRE, NICOLE A	66,607.98	175.86	66,783.84

<u>Name</u>	<u>Net Pav</u>	<u>Total OT</u>	<u>Gross Pav</u>	<u>Name</u>	<u>Net Pav</u>	<u>Total OT</u>	<u>Gross Pav</u>
LAROCHE, ROBERT A	69,875.22	-	69,875.22	MIANO, DENISE	6,012.01	-	6,012.01
LAROCQUE, JANICE A	46,015.62	-	46,015.62	MIDDLETON, JUDITH A	64,926.65	-	64,926.65
LAWS, NANCY	52,486.99	10,616.59	63,103.58	MILLER, JAYNE A	1,500.00	-	1,500.00
LAZZARA, MARY A	47,167.93	13,328.87	60,496.80	MILLER, SANDRA A	43,387.26	1,122.00	44,509.26
LEARY, COLLEEN A	23,240.79	-	23,240.79	MILNE, KAREN A	45.66	-	45.66
LEGVOLD, CHARITY	6,205.00	2,596.34	8,801.34	MINAKER, AMANDA A	2,210.00	-	2,210.00
LENNON, CAROL A	20,790.68	1,790.00	22,580.68	MIRANDA, SHANNON A	59,750.77	-	59,750.77
LEVINE, STEVEN	60,601.42	19,484.24	80,085.66	MIRISOLA, JESSICA A	3,296.00	-	3,296.00
LEVY, JENNIFER A	63,895.78	175.86	64,071.64	MITCHELL, DENNIS A	122.20	-	122.20
LIBBY, DAVID A	89,972.56	-	89,972.56	MITCHELL, KELLIE A	75.20	-	75.20
LINDSEY, EILEEN A	63,895.78	4,952.29	68,848.07	MOFFAT, DAVID A	52,786.77	1,621.41	54,408.18
LINSKEY, JOANNE A	6,955.00	-	6,955.00	MOLEA, TERESA A	2,647.97	-	2,647.97
LINSKEY, MEGAN A	2,055.63	-	2,055.63	MOLLOY, PETER A	56,272.34	18,355.03	74,627.37
LIVINGSTONE, MEGAN A	1,683.81	-	1,683.81	MONDELLO, PATRICIA A	67,211.26	375.00	67,586.26
LONERGAN, TARA A	13,019.22	55.25	13,074.47	MONICO, JANINE A	908.69	-	908.69
LOSEN, MARY	61,014.00	1,116.19	62,130.19	MOONEY, DONNA A	71,708.91	12,966.32	84,675.23
LOPOLITO, CHRISTINE	7,498.44	-	7,498.44	MORANDI, DENISE	59,035.64	103.04	59,138.68
LOVETT, THOMAS	23,512.04	-	23,512.04	MORIARTY, CAROL A	48,663.77	214.56	48,878.33
LUSSIER, PAMELA	23,308.76	878.88	24,187.64	MORRILL, THOMAS A	58,570.72	19,307.67	77,878.39
LYNCH, JOAN	75,318.70	502.48	75,821.18	MORRIS, MARY A	11,146.70	876.07	12,022.77
LYONS, JOHN A	31,973.27	-	31,973.27	MORRISSEY, JOANNE A	71,112.08	547.27	71,659.35
MACCURTAIN, ERIN A	16,091.28	96.61	16,187.89	MORRISSEY, KEVIN A	26,796.92	2,108.27	28,905.19
MACDONALD, BRUCE A	41,098.98	4,060.63	45,159.61	MROZOWSKI, JENNIFER	71,663.65	483.39	72,147.04
MACDONALD, MARY A	3,200.00	-	3,200.00	MUGFORD, DEBRALEE	24,466.70	-	24,466.70
MACELHANEY, KIMBERLY A	15,640.29	-	15,640.29	MUISE, KEVIN A	54,928.98	7,110.34	62,039.32
MACLELLAN, ALEXANDER A	3,247.00	-	3,247.00	MULLIGAN, CHRISTINE	46,250.50	1,134.09	47,384.59
MACLEOD, KATHLEEN	58,035.64	29.31	58,064.95	MULLOY, SHERI A	47,277.49	149.36	47,426.85
MACMULLIN, ANDREA A	44,669.92	-	44,669.92	MULNO, SUSAN	56,078.42	89.70	56,168.12
MACNEIL, LAUREEN	1,425.03	-	1,425.03	MULVEY, HEATHER	1,217.53	-	1,217.53
MAGUIRE, MARY	63,146.26	12,326.13	75,472.39	MURPHY, EILEEN A	3,200.00	-	3,200.00
MAHONEY, EILEEN A	2,420.83	-	2,420.83	MURPHY, JACLYN A	14,146.24	764.10	14,910.34
MAHONEY, EILEEN	32,312.62	-	32,312.62	MURPHY, LOIS A	22,481.83	1,346.72	23,828.55
MAIA, PATRICIA A	2,775.19	-	2,775.19	MURPHY, MARIE A	9,305.91	-	9,305.91
MALATESTA, ROSAMOND	70,717.27	-	70,717.27	MURRAY, KARA A	64,926.65	7,471.49	72,398.14
MALENFANT, CHRISTINE A	347.14	-	347.14	NAHLIK, STEVEN A	13,598.80	170.00	13,768.80
MALONE, LINDA	67,783.33	-	67,783.33	NAPOLI, PATRICIA A	32,682.23	131.37	32,813.60
MALONEY, KATHLEEN A	62,539.36	16,771.56	79,310.92	NASTASI, MARIELLEN A	73,009.05	-	73,009.05
MANGAN, JOHNN A	2,088.71	-	2,088.71	NAUGHTON, CATHY A	2,550.60	-	2,550.60
MANLEY, JAMES	60,559.48	-	60,559.48	NAVETTA, CAROL A	72,849.84	4,301.48	77,151.32
MANTEUFFEL, JARED A	1,296.67	-	1,296.67	NEACY, WILLIAM A	51,377.80	58.62	51,436.42
MANZI, EDWARD A	20,303.42	-	20,303.42	NEAL, TERRANCE A	42,954.99	6,698.14	49,653.13
MARANVILLE, MARIE A	64,926.65	-	64,926.65	NEAULT, KATHLEEN A	159.80	-	159.80
MARAZZI, MICHELE A	3,095.94	25.00	3,120.94	NEWHALL, ELIZABETH	240.00	-	240.00
MARCELLA, JENNIFER A	64,926.65	311.73	65,238.38	NICKERSON, DIANE	3,109.42	-	3,109.42
MARCHAND, JON A	47,897.16	19,220.72	67,117.88	NOBERINI, JAIME A	48,798.35	797.51	49,595.86
MARCUS, DAVID	6,333.33	-	6,333.33	NORDSTROM, KAREN A	1,393.92	-	1,393.92
MARGET, LISA A	27,561.06	-	27,561.06	NORTON, PAUL A	4,634.00	-	4,634.00
MARKHAM, CECILY A	66,283.34	815.13	67,098.47	NOWAK, MICHELE	4,529.20	-	4,529.20
MARSH, ELSA A	6,133.33	-	6,133.33	OBBERG, TERESA A	20,856.98	1,008.24	21,865.22
MARTEL, GRETCHEN A	64,308.46	103.68	64,412.14	OBRIEN, JOANNE	71,851.69	209.30	72,060.99
MARTEL, PATRICIA A	58,035.64	12,469.02	70,504.66	OBRIEN, JOHN A	8,444.00	-	8,444.00
MARTIN, DANIEL A	47,497.99	21,826.55	69,324.54	OBRIEN, JOSEPH A	3,344.00	-	3,344.00
MATSON, AMY	50,983.33	373.60	51,356.93	ODONNELL, ANDREA A	44,404.00	-	44,404.00
MATYSZCZAK, HELEN	67,783.34	133.23	67,916.57	OHARA, ANN	72,440.70	310.40	72,751.10
MAZZAPICA, MARY A	7,951.11	57.30	8,008.41	OHARE, NANCY A	27,871.43	3,129.13	31,000.56
MCANDREWS, PATRICK A	64,926.65	6,411.92	71,338.57	OHEARN, SUSAN A	2,063.62	-	2,063.62
MCARDLE, KEVIN A	65,187.49	14,773.75	79,961.24	OKEEFE, STEPHEN A	3,200.00	-	3,200.00
MCARDLE MILENAVICH, SHARON	73,351.69	4,706.32	78,058.01	OLDFIELD, SARAH A	2,894.75	-	2,894.75
MCRBRINE, MONICA	51,426.65	192.74	51,619.39	OLEARY, SHANNON A	97.76	-	97.76
MCCABE, EVELYN A	12,834.09	-	12,834.09	ONEILL, RICHARD	2,550.00	-	2,550.00
MCCABE, ROBERT A	9,188.98	-	9,188.98	OSBORNE, M EILEEN A	89,629.76	1,970.84	91,600.60
MCCANN, JOSEPH A	43,855.07	21,586.57	65,441.64	OSTERBERG, ROY	41,049.93	682.34	41,732.27
MCCARTHY, CAROL A	6,482.08	-	6,482.08	OSTERMAN, MARCIA	54,492.56	73.28	54,565.84
MCCARTHY, ROBERT	40,674.92	351.97	41,026.89	OTIS, JAMES A	24,613.69	3,854.71	28,468.40
MCCLELLAN, NANCY	1,998.30	-	1,998.30	PACOR, KELLY A	49,204.92	594.42	49,799.34
MCCORMICK, ANNMARIE	31,874.06	16,720.74	48,594.80	PAGE, DONALD A	40,561.47	88.11	40,649.58
MCDADE, PAMELA	68,629.48	81.79	68,711.27	PAGE, RONALD A	38,759.82	6,674.69	45,434.51
MCDERMOTT, BETH A	15,765.35	832.82	16,598.17	PAGIAVLAS, STEPHANIE	76,778.29	111.38	76,889.67
MCDERMOTT, KATHY	32,086.61	10,363.99	42,450.60	PALMER, JARYD	1,968.04	-	1,968.04
MCDONNELL, PATRICIA A	6,243.97	-	6,243.97	PAQUIN, PAMELA A	2,934.88	-	2,934.88
MCGINN, MARYBETH	69,065.48	836.40	69,901.88	PARADIS, STACEY A	2,717.37	25.00	2,742.37
MCGOWAN, MURIEL	7,672.84	-	7,672.84	PATTERSON, ROLAND A	42,046.00	18,724.78	60,770.78
MCGRATH, CHRISTINE A	193,034.35	-	193,034.35	PAUL, GEORGE A	34,548.08	-	34,548.08
MCGRATH, MICHELLE A	66,283.34	-	66,283.34	PAULA, EMILY A	6,948.98	-	6,948.98
MCGRATH, ROBERT A	64,926.65	8,030.31	72,956.96	PAYNE, YVETTE	1,017.50	-	1,017.50
MCGREGOR FAY, ANNE A	55,390.80	197.84	55,588.64	PELOQUIN, CYNTHIA A	59,750.77	3,205.03	62,955.80
MCINNES, JUDI A	73,832.56	30.19	73,862.75	PENNEY, KATHLEEN	17,265.26	2,930.00	20,195.26
MCINTYRE, KEVIN A	92,584.35	-	92,584.35	PERAULT, ROBIN	1,791.53	-	1,791.53
MCKENNA, DONNA A	38,549.03	-	38,549.03	PERROTTI JR, RALPH A	1,497.00	-	1,497.00
MCKENNA, JOEL A	42,398.06	8,387.00	50,785.06	PETERSON, DENNIS A	6,370.34	-	6,370.34
MCLAUGHLIN, MARIA A	11,930.94	69.18	12,000.12	PETERSON, JOANNA A	15,640.29	150.95	15,791.24
MCNEIL, SUSAN A	2,205.72	-	2,205.72	PETIPAS, MARIE A	27.75	-	27.75
MCWILLIAMS, BRENDA	72,495.36	29.31	72,524.67	PETRIE, MARY	18,009.68	60.00	18,069.68
MEEKER, ALEXANDRA A	66,607.98	960.00	67,567.98	PHELAN, MELISSA A	7,028.14	-	7,028.14
MEHARG, HEIDI A	45,693.81	871.73	46,565.54	PHILLIPS, KAREN	376.00	-	376.00
MELLO, ANNA	300.63	-	300.63	PICCOLO, MICHELLE	664.11	-	664.11
MELLY, CHARLAINE A	55,248.48	339.14	55,587.62	PIERCE, LOUISE	871.85	-	871.85
MELO, ERIC A	3,344.00	-	3,344.00	PINARD, PAMELA A	30,901.71	1,080.00	31,981.71
MERCIER, KELLY A	41,002.63	593.80	41,596.43	PINEAU, ELENA A	20,856.98	6,782.31	27,639.29
MEREDITH, JOHN A	1,888.85	-	1,888.85	PINO, SHARON A	239.25	-	239.25
MERRILL, JENNIFER A	57,523.35	3,390.00	60,913.35	PODOLSKY, KRISTEN A	65,253.94	3,756.96	69,010.90
MERRY, DANIEL A	51,729.64	30.00	51,759.64	POIRIER, GRACE A	170.70	-	170.70
MEUSE, LAURIE A	2,205.76	-	2,205.76	POLICELLI, ANN A	3,232.83	-	3,232.83
MEUSE, PATRICIA A	44,113.58	-	44,113.58	PORCARO, CHERYL	99,543.69	-	99,543.69
MEUSE, SUSAN A	1,231.94	-	1,231.94	PRICE, JENNIFER A	55,677.60	6,145.30	61,822.90
MEUSE, WILLIAM A	6,621.57	-	6,621.57	PRIMERANO, MARY A	131.91	-	131.91
MEZIANE, JOANNE A	22,303.08	30.19	22,333.27	PRINGLE, JAMES A	64,926.65	-	64,926.65

<u>Name</u>	<u>Net Pay</u>	<u>Total OT</u>	<u>Gross Pay</u>
PROVENZANO, KATHRYN A	13,019.22	150.95	13,170.17
PUDDISTER-MCKENNA, BERYL	54,002.02	226.44	54,228.46
PUMA, DUSTINE A	65,361.96	498.84	65,860.80
QUINN, JOHN A	120,007.47	-	120,007.47
QUINTILIANI, JEANNE A	2,591.87	-	2,591.87
QUIRK, BRIAN A	1,654.02	-	1,654.02
RAFIQUE, FAUZIA	2,470.14	211.33	2,681.47
RAMASKA, CINDY A	65,767.48	4,673.86	70,441.34
RAND, ANNE A	67,057.50	1,162.08	68,219.58
RANERI, SUSAN A	50,597.29	421.86	51,019.15
RAUSEO, MAURA A	16,708.32	100.00	16,808.32
RAY, JAMES A	5,244.00	-	5,244.00
READING, ROBIN	66,283.34	149.64	66,432.98
REALE, PATRICIA A	9,953.40	-	9,953.40
REBELO, CARLOS	14,060.13	-	14,060.13
REICH, JANICE A	58,035.64	119.00	58,154.64
REKKBIE, LINDA	8,345.32	-	8,345.32
REPPUCCI, DIANE A	1,939.90	-	1,939.90
REYES, JANET A	64,926.65	29.31	64,955.96
RICE, JOSEPH A	38,889.89	2,809.86	41,699.75
RICHARD, LISA A	44,404.00	218.38	44,622.38
RUIO, VITERBO	57,378.42	-	57,378.42
RILEY, ELAINE	117.24	-	117.24
ROANE, ELLEN A	1,879.68	-	1,879.68
ROBICHAUD, ELLEN-DALE	21,308.85	179.31	21,488.16
ROBINSON, ELIZABETH A	75,390.33	918.22	76,308.55
ROBSON, SARAH A	36,216.89	4,635.22	40,852.11
ROCCO, MICHAEL A	9,598.28	-	9,598.28
RODGERS, KRISTI	64,926.65	103.03	65,029.68
ROGACKI, DANIEL	6,133.33	-	6,133.33
ROGERS, KRISTINA	68,431.79	1,704.25	70,136.04
ROGERS, ROBERT A	59,935.00	30.19	59,965.19
ROLLKA, PATRICIA A	3,019.30	25.00	3,044.30
ROMANSKI, MARYANN	2,860.20	25.00	2,885.20
RONAN, CATHY	2,800.00	-	2,800.00
RONAN, MARK A	4,617.16	239.52	4,856.68
ROUFF, FRANCESCA	73,832.56	209.00	74,041.56
ROY, CONNIE A	2,786.80	-	2,786.80
ROY, KRISTEN A	21,322.71	30.19	21,352.90
RUCCIO, KAREN A	15,428.43	-	15,428.43
RUSSO, KIMBERLY A	59,751.41	462.24	60,213.65
RYAN, SANDRA	39,419.94	169.38	39,589.32
RYAN, SHELLI-AN	61,906.01	6,326.82	68,232.83
RYAN, THOMAS A	65,005.36	11,459.19	76,464.55
RYSER, PATRICIA A	57,980.85	7,441.57	65,422.42
SAAD, NICOLE A	17,453.43	-	17,453.43
SACRAMONE-GREENE, DONNA A	61,087.04	351.72	61,438.76
SADLER, SHEILA	58,437.35	134.35	58,571.70
SAINDON, DENISE A	60,035.64	415.62	60,451.26
SALIBE, PAUL A	2,909.00	-	2,909.00
SANTILLI, KATHLEEN A	61,253.70	849.71	62,103.41
SANTOS, ARTHUR A	15,428.43	-	15,428.43
SARCIONE, KRISTI A	64,412.06	15,039.81	79,451.87
SARSFIELD, ERIN A	47,277.49	9,109.05	56,386.54
SARTORI, ANITA	6,164.41	-	6,164.41
SAUNDERS, WILLIAM A	592.18	-	592.18
SCHULTZ, KATHLEEN	42.30	-	42.30
SCHUMAKER, SUSAN A	4,927.73	25.00	4,952.73
SCIALDONE, KELLY A	51,259.97	14.66	51,274.63
SCOFIELD, SUSAN	72,223.96	103.41	72,327.37
SCOTT, GINGER A	2,648.70	-	2,648.70
SELISSEN, JEANNE A	63,895.78	14.66	63,910.44
SELTZER, JASON A	796.38	-	796.38
SENECHAL-BROWN, ELAINE A	64,926.65	-	64,926.65
SHAO, DAN	16,359.93	60.38	16,420.31
SHARKEY, JAMES A	63,803.67	9,580.17	73,383.84
SHEAHAN, KRISTINA A	48,520.71	815.13	49,335.84
SHEEHAN, ANN A	5,395.41	-	5,395.41
SHEEHAN, KIMBERLY A	17,197.95	-	17,197.95
SHEPPARD, LORI	5,668.21	-	5,668.21
SHIKLES, ALISON	8,884.49	375.00	9,259.49
SHIMKUS, JAMES A	39,224.90	3,677.60	42,902.50
SHIRKOFF, PAMELA A	73,832.56	12,706.63	86,539.19
SHIRKOFF, ROBERT	56,990.58	3,790.79	60,781.37
SHOLL, KATHLEEN A	13,844.34	-	13,844.34
SILVA, BARBARA A	2,665.05	25.00	2,690.05
SILVA, CHERYL A	20,187.70	313.27	20,500.97
SINCLAIR, ELAINE A	80,426.01	-	80,426.01
SITAR, MICHAEL A	750.00	-	750.00
SKOROPOWSKI, MARIA	22,058.74	-	22,058.74
SLEZAK, DIANE A	69,229.93	727.00	69,956.93
SMALLIDGE, NICOLE	65,251.29	1,562.23	66,813.52
SMITH, MARGARET	16,060.46	6,797.00	22,857.46
SOUZA, FLORENCE A	66,629.48	911.25	67,540.73
SPELOS, ELAINE A	72,708.20	-	72,708.20
SPEZZANO, LORI A	2,953.24	25.00	2,978.24
STACK, CATHERINE A	63,945.86	88.81	64,034.67
STAMP, JASON A	89,425.39	696.11	90,121.50
STARLING, KATHLEEN A	20,308.30	645.00	20,953.30
STARLING, STEPHANIE A	1,406.89	-	1,406.89
STASKYWICZ, KIMBERLY	3,410.40	-	3,410.40
STOCKI, PENNY A	3,069.07	200.00	3,269.07

<u>Name</u>	<u>Net Pay</u>	<u>Total OT</u>	<u>Gross Pay</u>
STONE, KIMBERLY A	68,104.66	100.00	68,204.66
STRATIS, PATRICIA	75,415.10	1,030.38	76,445.48
STRICKLER, CHRISTINE	2,857.55	25.00	2,882.55
STRONACH, RICHARD A	42,604.99	12,795.85	55,400.84
SULLIVAN, BARRY A	39,224.90	-	39,224.90
SULLIVAN, BARRY A	42,854.98	12,309.15	55,164.13
SULLIVAN, CHARLENE A	1,123.88	-	1,123.88
SULLIVAN, DEBORAH	28,012.28	796.74	28,809.02
SULLIVAN, JAMES A	66,076.07	12,706.65	78,782.72
SULLIVAN, LAURA A	16,430.38	-	16,430.38
SULLIVAN, MARGARET A	1,260.94	-	1,260.94
SULLIVAN, RICHARD	18,591.41	1,471.73	20,063.14
SULLIVAN, SUSAN A	67,093.29	1,368.28	68,461.57
SUTLIFF, NADINE A	76,096.05	2,135.05	78,231.10
TAGGART, JULIA A	5,932.55	-	5,932.55
TALFORD, GINAMARIE	80,283.92	1,555.56	81,839.48
TAMBERINO, MELANIE A	30.63	-	30.63
TAYLOR, DONNA A	111.00	-	111.00
TAYLOR, JENNIFER A	54,594.55	4,057.90	58,652.45
TELLIER, HOLLY	22,539.20	4,235.00	26,774.20
TEMMALLO, PAMELA	12,771.64	787.50	13,559.14
TETRAULT, LAURA A	1,380.51	-	1,380.51
THEISEN, ANNE A	14,508.68	1,930.00	16,438.68
THEMELES, BETTY ANN	45,475.64	-	45,475.64
THERIAULT-REGAN, BRENDA A	87,970.88	278.45	88,249.33
THEW, KATHERINE A	67,583.92	-	67,583.92
THOMPSON-GERE, JODI A	4,080.25	860.00	4,940.25
THUILLIER, PETER A	43,605.00	13,334.06	56,939.06
TIERNEY, MARYBETH	20,187.70	352.93	20,540.63
TIRABASSI, MELANIE A	21,308.85	6,437.71	27,746.56
TONER, ALYSSA A	763.55	-	763.55
TORNAME, JOSEPH	1,831.20	-	1,831.20
TORNAME, JUSTIN	1,946.94	-	1,946.94
TORNAME, NANCY	31,447.65	-	31,447.65
TORRE, JOANNE A	669.40	-	669.40
TOUPIN, STEPHANIE A	2,433.68	25.00	2,458.68
TOVEY, JEANNETTE A	1,334.04	-	1,334.04
TRAMONTE, LISA A	18,749.07	-	18,749.07
TRANT, TIFFANY A	59,733.03	-	59,733.03
TREVOR, DENISE A	21,308.85	720.40	22,029.25
TRICKETT, DONNA A	11,809.71	-	11,809.71
TSAKALAKOS, SARAH A	58,437.35	465.00	58,902.35
TUCKER, ELAINE A	3,073.80	-	3,073.80
TURCOTTE, MARY A	741.54	-	741.54
VENTURA, CATHERINE A	68,104.78	7,281.80	75,386.58
VIBBER, STEPHANIE A	1,037.02	-	1,037.02
VIEIRA, BARBARA	6,379.49	-	6,379.49
VIENS, KIM A	18,868.13	495.00	19,363.13
VONKAHLE, HEIDI	3,200.00	-	3,200.00
WAHL, KRISTIN	3,263.04	25.00	3,288.04
WAITE, BRENDA	8,311.90	-	8,311.90
WALDRIP, ROBERTA	13,470.06	-	13,470.06
WALKER, JAMES A	29,571.57	15,152.85	44,724.42
WALKER, PEGGY A	1,743.46	-	1,743.46
WALLACE, JOY A	4,800.17	-	4,800.17
WALLACE, KATHRYN A	2,761.78	40.00	2,801.78
WALSH, ELAINE	51,688.14	4,513.68	56,201.82
WALSH, REBECCA A	13,779.21	30.00	13,809.21
WAREHAM, WILLIAM A	27,321.41	1,014.72	28,336.13
WEIDKNECHT, MARGUERITE A	66,697.18	1,454.00	68,151.18
WEIR, JOHN A	91,633.45	-	91,633.45
WEISS, EILEEN A	15,520.82	866.28	16,387.10
WELCH, PATRICIA	34,683.79	300.00	34,983.79
WENZ, LAURANCE	2,909.00	-	2,909.00
WHITE, STANLEY A	64,926.65	58.62	64,985.27
WHITEHOUSE, PATRICIA A	2,523.06	-	2,523.06
WHITTLESEY, ROGER	8,763.62	4,464.14	13,227.76
WHYNOT, ANN A	66,888.05	-	66,888.05
WILD, KELLEY A	901.47	-	901.47
WILLECAL, MAVIS A	146.55	-	146.55
WILLEY, MICHAEL	5,720.96	-	5,720.96
WILLIAMS, CARRIE-ANN	1,880.35	-	1,880.35
WILLIAMS, KEITH A	13,587.57	72.46	13,660.03
WILSON, ELIZABETH A	6,152.25	-	6,152.25
WILSON, JANE	7,438.62	-	7,438.62
WINN, DENNIS A	21,308.85	45.00	21,353.85
WINTERS, SCOTT A	42,625.37	-	42,625.37
WITHAM, CHERYL	58,381.78	23.45	58,405.23
WOJTKIEWICZ, MAUREEN A	1,231.70	-	1,231.70
WOLFGANG, DONALD A	1,787.60	-	1,787.60
WOLOTSCHAJ, LORI A	2,647.92	25.00	2,672.92
WOODMAN, JANICE A	16,916.33	-	16,916.33
WYATT, KAREN A	474.78	-	474.78
YORE, SARAH A	58,437.35	464.02	58,901.37
YOUNG, KEITH A	72,635.14	-	72,635.14
ZAREMBA, SHARON A	30,443.13	217.78	30,660.91
ZIER, MARY ELLEN	10,624.10	25.00	10,649.10
ZULLO, ERNEST	24,636.51	784.94	25,421.45
ZULLO, LISA A	58,319.88	106.58	58,426.46
ZWIREK, NICOLE A	64,412.06	-	64,412.06

At Your Service

(AREA CODE 978)

GENERAL INFORMATION..... 640-4300

AMBULANCE..... 911

Administrative Services, [Town Hall]..... 640-4488
Assessors, [11 Town Hall Ave]..... 640-4330
Auditor, [11 Town Hall Ave]..... 640-4320
Board of Registrars (Voter Information)..... 640-4355
Building Commissioner, [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]

To Report a Fire..... 911
Other Fire Information..... 640-4410

Health Board, [DPW Building]..... 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
Park Division, [Livingston St.]..... 640-3502/640-4462
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
Recreation Dept., [Livingston St.]..... 640-4460
Road Runner Transportation..... 459-0152
Rubbish Disposal..... 1-800-442-9006

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
Superintendent of Schools [139 Pleasant St]..... 640-7801
Business Administ. Office [139 Pleasant St]..... 640-7805

Shawsheen Tech. Region. H.S., [Billerica]..... 667-2111

Sealer of Weights & Measurers..... 640-4430
Selectmen, [Town Hall]..... 640-4300
Senior Center, [175 Chandler St.]..... 640-4480
Cable TV: Channel 10 / 33..... 640-4300
Channel 22 / 34..... 640-7825
Town Clerk, [Town Hall]..... 640-4355
Town Manager, [Town Hall]..... 640-4310
Treasurer/Tax Collector, [11 Town Hall Ave]..... 640-4340
Veterans Agent, [Town Hall]..... 640-4485
Voter Information, [Town Hall]..... 640-4355
Welfare Department..... 446-2400

Historical Society 978-863-9989
[Web Site – www.tewkhissoc.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 Scott Brown [Boston]..... 1-617-565-3170
Senator John Kerry [Boston]..... 1-617-565-8519
Congressman Niki Tsongas [Lowell]..... 978-459-0101
State Senator Susan Tucker..... 1-617-722-1612
State Representative James Miceli..... 1-617-722-2582
State Representative Barry Finegold 1-617-722-2676

Northern Middlesex Registry of Deeds 978-458-8474

Town Web Site:

www.tewksbury-ma.gov