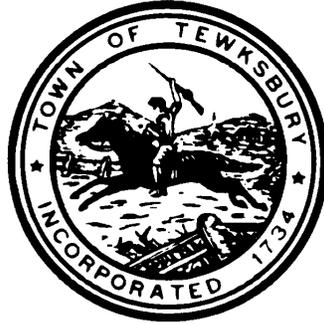


# ANNUAL TOWN MEETING

## 2011 WARRANT



### TOWN OF TEWKSBURY COMMONWEALTH OF MASSACHUSETTS

#### **Finance Committee Public Hearing**

April 27, 2011 7:00 p.m.  
Town Hall Auditorium

#### **Annual Town Meeting**

May 2, 2011 8:00 p.m.  
Tewksbury Memorial High School

Town of Tewksbury Website: <http://www.tewksbury-ma.gov>

**TOWN MEETING GUIDELINES**

- \*\* Voters and Visitors shall have their identification ribbons conspicuously displayed.
- \*\* Visitors shall sit in the designated VISITORS SECTION unless they are assigned to a designated area.
- \*\* Standing at the doors or in the aisles inside the gymnasium or auditorium is prohibited.
- \*\* No one shall enter the gymnasium or auditorium while voting is in progress.
- \*\* Everyone shall be at a seat so as to allow the vote to be counted without hindrance.
- \*\* Collecting signatures upon petitions or nomination papers is prohibited in the building where the Town Meeting is being held.
- \*\* Food and beverages are not allowed in the gymnasium or auditorium as per order of the School Committee.
- \*\* Smoking is not allowed in the School Building or on School Property.
- \*\* To prevent active interference with the conduct of the Town Meeting, any person taping, video taping or using any other means of sonic reproduction is assigned to the designated Press Table or the side aisle perimeters of the gymnasium or auditorium.

**This meeting is being held at a site which is physically accessible to persons with disabilities.**

**For further information please call 978-640-4355.**

**CART services need to be requested as early as possible, as CART providers often fill their schedule 2-3 months in advance. Other reasonable accommodations for disability related needs will be provided upon request.**

<b><u>Annual Town Meeting</u></b>	<b><u>Annual Town Meeting</u></b>	<b><u>Special Town Meeting</u></b>
MONDAY May 2, 8 P.M.	WEDNESDAY May 4, 8 P.M.	WEDNESDAY May 4, 7 P.M.
<ul style="list-style-type: none"><li>• Consent Calendar Articles</li><li>• Annual Budget</li><li>• Budget Related Articles</li><li>• Personnel</li><li>• By-Law Amendments</li></ul>	<ul style="list-style-type: none"><li>• Zoning By-Law Amendments</li><li>• Town By-Law Amendments</li><li>• General Articles</li></ul>	

Middlesex, s.s.

To any of the Constables of the Town of Tewksbury, in said County:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Tewksbury, qualified to vote in town affairs, to meet and assemble at Tewksbury Memorial High School, 320 Pleasant Street, in said Tewksbury on Monday, May 2, 2011, at 8:00 o'clock p.m. to act on the following articles:

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**SECTION 1**

**ARTICLE 1**

To choose all necessary Town Officers, by ballot,

One (1) member of the Board of Selectmen for three years; One (1) member of the Board of Health for three years; One (1) Town Clerk for three years; One (1) Moderator for three years; One (1) member of the Planning Board for five years; One (1) member of the School Committee for three years; Two (2) Library Trustees for three years; and One (1) position on the Housing Authority for five years.

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## SECTION 2

Article 2	Elected Officials Salaries	
Article 3	Consent Calendar	
Article 4	Budget	
Article 5	Budget Related	Reduce the Tax Levy
Article 6	Budget Related	Stabilization Fund Transfer to the Annual Fund FY12 School Department Budget
Article 7	Budget Related	Transfer of Funds from Other Post Employment Benefits Fund to the General Funds to Fund School Department Health Insurance
Article 8	Budget Related	Stabilization Funds Transfer to Police Department (firearms) and Fire Department (new ambulance)
Article 9	Budget Related	Sewer Enterprise Fund for FY12
Article 10	Budget Related	Water Enterprise Fund for FY12
Article 11	Budget Related	Water Enterprise Funds Transfer - Water Treatment Plant and New Fire Hydrants
Article 12	Budget Related	Building Department - Weights and Measures Fine Account – Enforcement of Item Pricing
Article 13	Budget Related	Community Preservation Funds Expenses for FY12
Article 14	Budget Related	Affordable Housing Trust Fund Allocation Plan
Article 15	Budget Related	Personnel By-Laws Reclassifications and Amendments
Article 16	Budget Related	Personnel By-Law Section III(e) Salaries and Wages: Delete Collector Position
Article 17	Budget Related	Personnel By-Law Section III(e) Salaries and Wages: Delete Treasurer and Add a Treasurer/Collector Position
Article 18	Budget Related	Personnel By-Law Section III(e) Salaries and Wages: Add Assistant Treasurer/Collector Position
Article 19	Financial	Meals Excise Tax: Adopt State Statute to Increase Local Meals Tax by .75%
Article 20	Financial	Room Occupancy Excise Tax Amendment: Adopt State Statute to increase Hotel/Motel tax from 4% to 6%

**ARTICLE 2**

To see if the Town will vote to fix the salaries of several elected officials for the fiscal year 2012.

	<b><u>FY11</u></b> <b><u>Present</u></b>	<b><u>FY12</u></b> <b><u>Requested</u></b>
<b><u>BOARD OF HEALTH</u></b>		
Chairman	405	405
Members (4)	315	315
<b><u>MODERATOR</u></b>		
	450	450
<b><u>PLANNING BOARD</u></b>		
Chairman	1080	1080
Members (4)	765	765
<b><u>SCHOOL</u></b>		
<b><u>COMMITTEE</u></b>		
Chairman	2700	2700
Members (4)	2250	2250
<b><u>SELECTMEN</u></b>		
Chairman	5400	5400
Members (4)	4500	4500

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

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**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 3-21 Accept the Annual Report
  - Article 3-22 Lease/Purchase Agreement
  - Article 3-23 Authorize Chapter 90 Funds
  - Article 3-24 Re-Authorize Revolving Funds
  - Article 3-26 Amend Revolving Fund – Records Preservation
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**ARTICLE 3-21**

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 2010 Town Report.

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### **ARTICLE 3-22**

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 action relative thereto.

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.

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### **ARTICLE 3-23**

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.

**ARTICLE 3-24**

To see if the Town will vote to re-authorize under the provisions of Chapter 44 Section 53 1/2 of the Massachusetts General Laws, the following self sufficient revolving funds as noted below. The funds shall be credited will all amounts received relating to the activities listed below. Expenditures of the funds shall be authorized by the person(s) noted below or their designee. The total amount which may be expended from the funds in any given fiscal year shall be limited to the individual amounts listed below: or take any action relative thereto.

**TOWN OF TEWKSBURY  
REVOLVING FUNDS**

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

Town Manager

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

**ARTICLE 3-25**

To see if the Town will vote amend & reauthorize the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, establishing a self sufficient revolving fund, to account for revenues and expenditures relating to 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 \$20,000 in any given fiscal year; or take any other action relative thereto.

Town Clerk  
Town Manager

**Executive Summary:** This article authorizes the Town to continue a self sufficient revolving fund to account to the revenues and expenditures relating to the preservation and safekeeping of historical records in the Town Clerk’s Office in the Town of Tewksbury for FY12.

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**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, 2011; or take any action relative thereto.

**TOWN OF TEWKSBURY  
FY12 GENERAL FUND BUDGET**

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<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<b>General Government</b>				
<b>Moderator</b>				
<i>Salaries</i>	450	450	450	450
<i>Operating</i>	-	75	75	-
<i>Capital Outlay</i>	-	-	-	-
<b>Total Moderator Budget</b>	<b>450</b>	<b>525</b>	<b>525</b>	<b>450</b>
<b>Selectmen</b>				
<i>Salaries</i>	26,050	26,400	26,384	26,384
Water Enterprise Fund Allocation	(396)	(396)	-	-
Sewer Enterprise Fund Allocation	(396)	(396)	-	-
<i>Total Salaries Net of Allocations</i>	25,258	25,608	26,384	26,384

General Fund Budget Classification	FY2010	FY2011	FY2012	FY2012
	EXPENDED	BUDGETED	DEPT REQ	TM REC
<i>Operating</i>	186,016	114,768	103,291	102,605
Water Enterprise Fund Allocation	(1,576)	(1,726)	-	-
Sewer Enterprise Fund Allocation	(1,576)	(1,726)	-	-
<i>Total Operating Net of Allocations</i>	182,864	111,316	103,291	102,605
<i>Capital Outlay</i>	-	-	-	-
<b>Total Selectmen Budget</b>	<b>212,066</b>	<b>141,168</b>	<b>129,675</b>	<b>128,989</b>
<b>Total Selectmen Budget Net Allocations</b>	<b>208,122</b>	<b>136,924</b>	<b>129,675</b>	<b>128,989</b>
<b>Town Manager</b>				
<i>Salaries</i>	310,441	332,191	342,354	259,629
Water Enterprise Fund Allocation	(16,566)	(16,183)	(7,950)	(7,950)
Sewer Enterprise Fund Allocation	(16,566)	(16,183)	(7,950)	(7,950)
<i>Total Salaries Net of Allocations</i>	277,309	299,825	326,454	243,729
<i>Operating</i>	7,021	5,825	4,998	4,498
Water Enterprise Fund Allocation	(212)	(291)	-	-
Sewer Enterprise Fund Allocation	(212)	(291)	-	-
<i>Total Operating Net of Allocations</i>	6,597	5,243	4,998	4,498
<i>Capital Outlay</i>	-	-	-	-
<b>Total Town Manager Budget</b>	<b>317,462</b>	<b>338,016</b>	<b>347,352</b>	<b>264,127</b>
<b>Total Town Manager Budget Net Allocations</b>	<b>283,906</b>	<b>305,068</b>	<b>331,452</b>	<b>248,227</b>
<b>Finance Committee</b>				
<i>Salaries</i>	2,432	2,515	2,515	2,515
<i>Operating</i>	794	788	679	679
<i>Capital Outlay</i>	-	-	-	-
<b>Total Finance Committee Budget</b>	<b>3,226</b>	<b>3,303</b>	<b>3,194</b>	<b>3,194</b>
<b>Town Counsel</b>				
<i>Operating</i>	220,233	192,931	150,000	150,000
Water Enterprise Fund Allocation	(9,188)	(9,188)	-	-
Sewer Enterprise Fund Allocation	(9,188)	(4,823)	-	-

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<b>Total Operating Net of Allocations</b>	<b>201,857</b>	<b>178,920</b>	<b>150,000</b>	<b>150,000</b>
<b>Administrative Services</b>				
<i>Salaries</i>	56,705	89,381	69,291	32,238
Water Enterprise Fund Allocation	(1,568)	(1,341)	(1,039)	(484)
Sewer Enterprise Fund Allocation	(1,568)	(1,341)	(1,039)	(484)
Health Insurance Trust	(30,391)	-	-	-
<i>Total Salaries Net of Allocations</i>	23,178	86,699	67,213	31,270
<i>Operating</i>	18,621	13,500	12,000	12,000
Water Enterprise Fund Allocation	(203)	(203)	(180)	(180)
Sewer Enterprise Fund Allocation	(203)	(203)	(180)	(180)
<i>Total Operating Net of Allocations</i>	18,215	13,094	11,640	11,640
<i>Capital Outlay</i>	-	-	-	-
<b>Total Administrative Services Budget</b>	<b>75,327</b>	<b>102,881</b>	<b>81,291</b>	<b>44,238</b>
<b>Total Administrative Services Budget Net Allocations</b>	<b>41,394</b>	<b>99,793</b>	<b>78,853</b>	<b>42,910</b>
<b>Town Clerk</b>				
<i>Salaries</i>	181,146	194,077	200,420	184,939
Water Enterprise Fund Allocation	(2,694)	(2,358)	-	-
Sewer Enterprise Fund Allocation	(2,694)	(2,358)	-	-
<i>Total Salaries Net of Allocations</i>	175,758	189,361	200,420	184,939
<i>Operating</i>	11,790	14,215	13,715	12,165
Water Enterprise Fund Allocation	(213)	(213)	-	-
Sewer Enterprise Fund Allocation	(213)	(213)	-	-
<i>Total Operating Net of Allocations</i>	11,364	13,789	13,715	12,165
<i>Capital Outlay</i>	-	-	-	-
<b>Total Town Clerk Budget</b>	<b>192,937</b>	<b>208,292</b>	<b>214,135</b>	<b>197,104</b>
<b>Total Town Clerk Budget Net Allocations</b>	<b>187,123</b>	<b>203,150</b>	<b>214,135</b>	<b>197,104</b>

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<b>Election</b>				
<i>Salaries</i>	38,190	31,500	25,000	21,500
<i>Operating</i>	15,432	8,650	8,650	8,050
<i>Capital Outlay</i>	-	-	-	-
<b>Total Election Budget</b>	<b>53,622</b>	<b>40,150</b>	<b>33,650</b>	<b>29,550</b>
<b>Board of Registrars</b>				
<i>Salaries</i>	2,613	2,850	2,850	2,850
<i>Operating</i>	985	1,450	1,450	700
<i>Capital Outlay</i>	-	-	-	-
<b>Total Board of Registrars Budget</b>	<b>3,598</b>	<b>4,300</b>	<b>4,300</b>	<b>3,550</b>
<b>Total General Government</b>	<b>1,078,920</b>	<b>1,031,565</b>	<b>964,122</b>	<b>821,202</b>
<b>Total General Government Net Allocations</b>	<b>983,297</b>	<b>972,132</b>	<b>945,784</b>	<b>803,974</b>
<b>Finance Department Accounting</b>				
<i>Salaries</i>	223,641	215,090	210,102	203,817
Water Enterprise Fund Allocation	(5,598)	(5,377)	(5,095)	(5,095)
Sewer Enterprise Fund Allocation	(5,598)	(5,377)	(5,095)	(5,095)
<i>Total Salaries Net of Allocations</i>	212,445	204,336	199,912	193,627
<i>Operating</i>	6,457	6,412	5,775	4,660
Water Enterprise Fund Allocation	(161)	(160)	(144)	(116)
Sewer Enterprise Fund Allocation	(161)	(160)	(144)	(116)
<i>Total Operating Net of Allocations</i>	6,135	6,092	5,486	4,428
<i>Capital Outlay</i>	-	-	-	-
<b>Total Accounting Budget</b>	<b>230,098</b>	<b>221,502</b>	<b>215,877</b>	<b>208,477</b>
<b>Total Accounting Budget</b>	<b>218,580</b>	<b>210,428</b>	<b>205,398</b>	<b>198,055</b>
<b>Computer Services</b>				
<i>Salaries</i>	155,422	155,728	159,207	159,207
Water Enterprise Fund Allocation	(2,420)	(2,336)	(2,388)	(2,388)

General Fund Budget Classification	FY2010	FY2011	FY2012	FY2012
	EXPENDED	BUDGETED	DEPT REQ	TM REC
Sewer Enterprise Fund Allocation	(2,420)	(2,336)	(2,388)	(2,388)
<i>Total Salaries Net of Allocations</i>	150,582	151,056	154,431	154,431
<i>Operating</i>	131,668	67,960	215,862	210,612
Water Enterprise Fund Allocation	(287)	(287)	-	-
Sewer Enterprise Fund Allocation	(287)	(287)	-	-
<i>Total Operating Net of Allocations</i>	131,094	67,386	215,862	210,612
<i>Capital Outlay</i>	-	171,981	12,000	8,000
<b>Total Computer Services Budget</b>	<b>287,090</b>	<b>395,669</b>	<b>387,069</b>	<b>377,819</b>
<b>Total Computer Services Budget</b>	<b>281,676</b>	<b>390,423</b>	<b>382,293</b>	<b>373,043</b>
<b>Assessor</b>				
<i>Salaries</i>	227,118	224,084	237,768	237,768
Water Enterprise Fund Allocation	(12,327)	(11,204)	-	-
Sewer Enterprise Fund Allocation	(12,327)	(11,204)	-	-
<i>Total Salaries Net of Allocations</i>	202,464	201,676	237,768	237,768
<i>Operating</i>	22,163	28,350	25,315	21,165
Water Enterprise Fund Allocation	(267)	(425)	-	-
Sewer Enterprise Fund Allocation	(267)	(425)	-	-
<i>Total Operating Net of Allocations</i>	21,629	27,500	25,315	21,165
<i>Capital Outlay</i>	-	-	-	-
<b>Total Assessor Budget</b>	<b>249,281</b>	<b>252,434</b>	<b>263,083</b>	<b>258,933</b>
<b>Total Assessor Budget Net Allocations</b>	<b>224,093</b>	<b>229,176</b>	<b>263,083</b>	<b>258,933</b>
<b>Treasurer/Collector</b>				
<i>Salaries</i>	334,695	340,401	327,921	327,921
Water Enterprise Fund Allocation	(54,592)	(54,592)	(16,926)	(16,926)
Sewer Enterprise Fund Allocation	(38,827)	(39,593)	(16,926)	(16,926)
<i>Total Salaries Net of Allocations</i>	241,276	246,216	294,069	294,069

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<i>Operating</i>	146,469	172,903	133,017	131,917
Water Enterprise Fund Allocation	(17,572)	(17,572)	(13,301)	(13,192)
Sewer Enterprise Fund Allocation	(17,572)	(17,572)	(13,301)	(13,192)
<i>Total Operating Net of Allocations</i>	111,325	137,759	106,415	105,533
<i>Capital Outlay</i>	-	-	-	-
<b>Total Treasurer/Collector Budget</b>	<b>481,164</b>	<b>513,304</b>	<b>460,938</b>	<b>459,838</b>
<b>Total Treasurer/Collector Budget Net Allocations</b>	<b>352,601</b>	<b>383,975</b>	<b>400,484</b>	<b>399,602</b>
<b>Total Finance Department</b>	<b>1,247,634</b>	<b>1,382,909</b>	<b>1,326,967</b>	<b>1,305,067</b>
<b>Total Finance Department Net Allocations</b>	<b>1,076,951</b>	<b>1,214,002</b>	<b>1,251,258</b>	<b>1,229,633</b>
<b>Community Services</b>				
<b>Cable Television</b>				
<i>Salaries</i>	2,808	2,160	2,160	2,160
<i>Operating</i>	873	1,455	1,309	969
<i>Capital Outlay</i>	-	-	-	-
<b>Total Cable Television Budget</b>	<b>3,681</b>	<b>3,615</b>	<b>3,469</b>	<b>3,129</b>
<b>Veteran's Services</b>				
<i>Salaries</i>	47,740	47,741	49,411	49,411
<i>Operating</i>	161,492	121,400	122,800	122,350
<i>Capital Outlay</i>	-	-	-	-
<b>Total Veteran's Budget</b>	<b>209,232</b>	<b>169,141</b>	<b>172,211</b>	<b>171,761</b>
<b>Exceptional Children</b>				
<i>Salaries</i>	16,394	-	-	-
<i>Operating</i>	14,243	-	-	-
<i>Capital Outlay</i>	-	-	-	-
<b>Total Exceptional Children Budget</b>	<b>30,637</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Patriotic Committee</b>				
<i>Operating</i>	1,323	1,400	-	-

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<i>Capital Outlay</i>	-	-	-	-
<b>Total Patriotic Committee Budget</b>	<b>1,323</b>	<b>1,400</b>	-	-
<b>Parks and Recreation</b>				
<i>Salaries</i>	136,274	137,644	137,642	55,278
<i>Operating</i>	83,289	81,463	90,072	46,300
<i>Capital Outlay</i>	30,560	29,100	9,867	9,867
<b>Total Parks and Recreation Budget</b>	<b>250,122</b>	<b>248,207</b>	<b>237,581</b>	<b>111,445</b>
<b>Total Community Services</b>	<b>494,995</b>	<b>422,363</b>	<b>413,261</b>	<b>286,335</b>
<b>Council on Aging</b>				
<i>Salaries</i>	126,360	123,405	122,504	122,504
<i>Operating</i>	70,389	86,634	77,969	72,730
<i>Capital Outlay</i>	-	-	-	-
<b>Total Council on Aging Budget</b>	<b>196,748</b>	<b>210,039</b>	<b>200,473</b>	<b>195,234</b>
<b>Facilities</b>				
<b>Town Hall</b>				
<i>Salaries</i>	18,672	19,675	30,811	30,811
Water Enterprise Fund Allocation	(442)	(491)	-	-
Sewer Enterprise Fund Allocation	(442)	(491)	-	-
<i>Total Salaries Net of Allocations</i>	17,788	18,693	30,811	30,811
<i>Operating</i>	45,511	60,661	51,513	33,870
Water Enterprise Fund Allocation	(1,517)	(1,517)	-	-
Sewer Enterprise Fund Allocation	(1,517)	(1,517)	-	-
<i>Total Operating Net of Allocations</i>	42,477	57,627	51,513	33,870
<i>Capital Outlay</i>	-	-	-	-
<b>Total Town Hall Budget</b>	<b>64,183</b>	<b>80,336</b>	<b>82,324</b>	<b>64,681</b>

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<b>Total Town Hall Budget Net Allocations</b>	<b>60,265</b>	<b>76,320</b>	<b>82,324</b>	<b>64,681</b>
<b>Auxiliary Buildings</b>				
<i>Operating</i>	32,711	42,685	37,543	32,400
Water Enterprise Fund Allocation	(1,067)	(1,067)	-	-
Sewer Enterprise Fund Allocation	(1,067)	(1,067)	-	-
<b>Total Operating Net of Allocations</b>	<b>30,577</b>	<b>40,551</b>	<b>37,543</b>	<b>32,400</b>
<b>Cemeteries</b>				
<i>Operating</i>	3,000	3,000	3,000	3,000
<i>Capital Outlay</i>	-	-	-	-
<b>Total Cemeteries Budget</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>Total Facilities</b>	<b>99,894</b>	<b>126,021</b>	<b>122,867</b>	<b>100,081</b>
<b>Total Facilities Budget Net Allocations</b>	<b>93,842</b>	<b>119,871</b>	<b>122,867</b>	<b>100,081</b>
<b>Library</b>				
<i>Salaries</i>	628,576	638,611	657,345	622,900
<i>Operating</i>	229,884	279,279	251,052	239,452
<i>Capital Outlay</i>	-	-	-	-
<b>Total Library Budget</b>	<b>858,460</b>	<b>917,890</b>	<b>908,397</b>	<b>862,352</b>
<b>Planning and Development Planning (Community Development)</b>				
<i>Salaries</i>	232,990	234,400	221,604	221,604
Water Enterprise Fund Allocation	(2,869)	(2,869)	-	-
Sewer Enterprise Fund Allocation	(2,869)	(3,113)	-	-
Wetlands Protection Allocation	(21,949)	(10,000)	(10,000)	(10,000)
Total Salaries Net of Allocations	205,303	218,418	211,604	211,604
<i>Operating</i>	14,631	16,280	22,125	19,465
Water Enterprise Fund Allocation	(268)	(244)	-	-
Sewer Enterprise Fund Allocation	(268)	(244)	-	-

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
Total Operating Net of Allocations	14,095	15,792	22,125	19,465
<i>Capital Outlay</i>	-	-	-	-
<b>Total Community Development Budget</b>	<b>247,621</b>	<b>250,680</b>	<b>243,729</b>	<b>241,069</b>
<b>Total Community Development Budget Net Allocations</b>	<b>219,398</b>	<b>234,210</b>	<b>233,729</b>	<b>231,069</b>
<b>Building Department</b>				
<i>Salaries</i>	213,987	215,639	213,462	213,402
Water Enterprise Fund Allocation	(29,150)	(29,150)	(2,025)	(2,025)
Sewer Enterprise Fund Allocation	(37,821)	(39,623)	(5,570)	(5,570)
Total Salaries Net of Allocations	147,016	146,866	205,867	205,807
<i>Operating</i>	5,269	5,450	4,950	4,350
Water Enterprise Fund Allocation	(82)	(82)	-	-
Sewer Enterprise Fund Allocation	(82)	(82)	-	-
Total Operating Net of Allocations	5,105	5,286	4,950	4,350
<i>Capital Outlay</i>	-	-	-	-
<b>Total Building Department Budget</b>	<b>219,256</b>	<b>221,089</b>	<b>218,412</b>	<b>217,752</b>
<b>Total Building Department Budget Net Allocations</b>	<b>152,121</b>	<b>152,152</b>	<b>210,817</b>	<b>210,157</b>
<b>Board of Health</b>				
<i>Salaries</i>	263,470	269,357	231,136	207,136
Water Enterprise Fund Allocation	(6,610)	(6,686)	-	-
Sewer Enterprise Fund Allocation	(6,610)	(6,686)	-	-
Total Salaries Net of Allocations	250,250	255,985	231,136	207,136
<i>Operating</i>	11,218	11,735	10,561	9,125
Water Enterprise Fund Allocation	(382)	(294)	-	-
Sewer Enterprise Fund Allocation	(382)	(294)	-	-
Total Operating Net of Allocations	10,454	11,147	10,561	9,125
<i>Capital Outlay</i>	-	-	-	-
<b>Total Board of Health Budget</b>	<b>274,688</b>	<b>281,092</b>	<b>241,697</b>	<b>216,261</b>

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<b>Total Board of Health Budget Net Allocations</b>	<b>260,704</b>	<b>267,132</b>	<b>241,697</b>	<b>216,261</b>
<b>Total Planning and Development</b>	<b>741,564</b>	<b>752,861</b>	<b>703,838</b>	<b>675,082</b>
<b>Total Planning and Development Net Allocations</b>	<b>632,222</b>	<b>653,494</b>	<b>686,243</b>	<b>657,487</b>
<b>Public Safety</b>				
<b>Police</b>				
<i>Salaries</i>	4,732,297	4,829,739	4,911,073	4,903,723
<i>Operating</i>	555,355	549,437	504,493	491,490
<i>Capital Outlay</i>	144,657	70,551	107,888	96,900
<b>Total Police Budget</b>	<b>5,432,309</b>	<b>5,449,727</b>	<b>5,523,454</b>	<b>5,492,113</b>
<b>Fire</b>				
<i>Salaries</i>	3,852,609	3,839,957	3,837,271	3,837,271
Water Enterprise Fund Allocation	(70,000)	-	-	-
Total Salaries Net of Allocations	3,782,609	3,839,957	3,837,271	3,837,271
<i>Operating</i>	328,615	287,480	257,401	235,044
<i>Capital Outlay</i>	105,394	143,188	213,381	213,381
<b>Total Fire Budget</b>	<b>4,286,618</b>	<b>4,270,625</b>	<b>4,308,054</b>	<b>4,285,697</b>
<b>Total Fire Budget Net Allocations</b>	<b>4,216,618</b>	<b>4,270,625</b>	<b>4,308,054</b>	<b>4,285,697</b>
<b>Emergency Management</b>				
<i>Salaries</i>	4,747	4,837	4,837	4,837
<i>Operating</i>	20,454	25,150	31,120	24,885
<i>Capital Outlay</i>	15,984	28,515	13,750	13,750
<b>Total Emergency Mgt. Budget</b>	<b>41,185</b>	<b>58,502</b>	<b>49,707</b>	<b>43,472</b>
<b>Parking Clerk</b>				
<i>Salaries</i>	4,000	4,000	4,000	4,000
<i>Operating</i>	1,113	1,800	1,800	1,200

<b>General Fund Budget Classification</b>	<b>FY2010 EXPENDED</b>	<b>FY2011 BUDGETED</b>	<b>FY2012 DEPT REQ</b>	<b>FY2012 TM REC</b>
<i>Capital Outlay</i>	-	-	-	-
<b>Total Parking Clerk Budget</b>	<b>5,113</b>	<b>5,800</b>	<b>5,800</b>	<b>5,200</b>
<b>Total Public Safety Budget</b>	<b>9,765,225</b>	<b>9,784,654</b>	<b>9,887,014</b>	<b>9,826,481</b>
<b>Total Public Safety Budget Net Allocations</b>	<b>9,695,225</b>	<b>9,784,654</b>	<b>9,887,014</b>	<b>9,826,481</b>
<b>School Departments</b>				
<b>Tewksbury</b>				
Salaries	24,019,506	23,845,251	23,841,138	24,578,563
Operating	10,798,707	11,639,953	11,639,953	11,905,082
Capital Outlay	20,000	40,000	20,000	20,000
<b>Total School Operating Budget</b>	<b>34,838,213</b>	<b>35,525,204</b>	<b>35,501,091</b>	<b>36,503,645</b>
Offsets	(1,789,000)	(1,370,450)	(1,615,300)	(1,615,300)
<b>Net School Operating Budget</b>	<b>33,049,213</b>	<b>34,154,754</b>	<b>33,885,791</b>	<b>34,888,345</b>
<b>Fixed Costs</b>				
Health	7,053,484	7,198,873	7,552,860	7,552,860
Retirement	1,643,242	906,356	866,844	866,844
Medicare	300,709	300,709	345,000	345,000
Unemployment	40,000	40,000	57,000	57,000
Insurance	162,300	162,300	112,951	112,951
Principal	1,193,025	537,000	516,000	516,000
Long Term Interest	581,354	191,688	172,234	172,234
Short Term Interest	19,000	17,000	-	-
<b>Total Fixed Costs</b>	<b>10,993,114</b>	<b>9,353,926</b>	<b>9,622,889</b>	<b>9,622,889</b>
<b>Town Tewksbury School Budget</b>	<b>44,042,327</b>	<b>43,508,680</b>	<b>43,508,680</b>	<b>44,511,234</b>
<b>Regional Vocational School</b>	<b>4,735,773</b>	<b>5,077,953</b>	<b>5,470,783</b>	<b>5,470,783</b>
<b>Total School Departments</b>	<b>48,778,100</b>	<b>48,586,633</b>	<b>48,979,463</b>	<b>49,982,017</b>
<b>Department of Public Works</b>				
<b>DPW Administration</b>				
<i>Salaries</i>		197,739		

General Fund Budget Classification	FY2010	FY2011	FY2012	FY2012
	EXPENDED	BUDGETED	DEPT REQ	TM REC
	231,378		184,994	160,994
Water Enterprise Fund Allocation	(59,657)	(55,460)	(46,248)	(40,248)
Sewer Enterprise Fund Allocation	(59,657)	(55,460)	(46,248)	(40,248)
<i>Total Salaries Net of Allocations</i>	112,064	86,819	92,498	80,498
<i>Operating</i>	125,581	166,775	138,380	120,130
Water Enterprise Fund Allocation	(38,075)	(41,694)	(34,595)	(30,149)
Sewer Enterprise Fund Allocation	(38,075)	(41,694)	(34,595)	(30,149)
<i>Total Operating Net of Allocations</i>	49,431	83,387	69,190	59,832
<i>Capital Outlay</i>	-	-	-	-
<b>Total DPW Administration Budget</b>	<b>356,959</b>	<b>364,514</b>	<b>323,374</b>	<b>281,124</b>
<b>Total DPW Administration Budget Net Allocations</b>	<b>161,495</b>	<b>170,206</b>	<b>161,688</b>	<b>140,330</b>
<b>DPW Engineering</b>				
<i>Salaries</i>	175,609	186,449	185,992	180,232
Water Enterprise Fund Allocation	(72,006)	(70,494)	(74,798)	(74,798)
Sewer Enterprise Fund Allocation	(64,125)	(70,494)	(42,298)	(42,298)
<i>Total Salaries Net of Allocations</i>	39,478	45,461	68,896	63,136
<i>Operating</i>	3,135	12,395	10,545	7,145
Water Enterprise Fund Allocation	(1,084)	(3,099)	(3,690)	(2,500)
Sewer Enterprise Fund Allocation	(1,084)	(3,099)	(3,690)	(2,500)
<i>Total Operating Net of Allocations</i>	967	6,197	3,165	2,145
<i>Capital Outlay</i>	-	-	-	-
<b>Total DPW Engineering Budget</b>	<b>178,743</b>	<b>198,844</b>	<b>196,537</b>	<b>187,377</b>
<b>Total DPW Engineering Budget Net Allocations</b>	<b>40,444</b>	<b>51,658</b>	<b>72,061</b>	<b>65,281</b>
<b>DPW Highway</b>				
<i>Salaries</i>	564,008	555,513	531,541	531,541
<i>Operating</i>	137,750	148,250	136,350	106,300
<i>Capital Outlay</i>		82,076		79,419

General Fund Budget Classification	FY2010	FY2011	FY2012	FY2012
	EXPENDED	BUDGETED	DEPT REQ	TM REC
	126,766		79,419	
<b>Total DPW Highway Budget</b>	<b>828,524</b>	<b>785,839</b>	<b>747,310</b>	<b>717,260</b>
<b>DPW Forestry</b>				
<i>Salaries</i>	-	-	-	-
<i>Operating</i>	46,972	52,900	50,700	42,450
<i>Capital Outlay</i>	60,133	27,706	27,306	27,306
<b>Total DPW Forestry Budget</b>	<b>107,105</b>	<b>80,606</b>	<b>78,006</b>	<b>69,756</b>
<b>DPW Fleet Maintenance</b>				
<i>Salaries</i>	184,143	190,475	189,041	189,041
Water Enterprise Fund Allocation	(31,456)	(31,809)	(31,570)	(31,570)
Sewer Enterprise Fund Allocation	(31,456)	(31,809)	(31,570)	(31,570)
<i>Total Salaries Net of Allocations</i>	121,231	126,857	125,901	125,901
<i>Operating</i>	183,707	188,000	181,800	175,000
Water Enterprise Fund Allocation	(43,600)	(37,600)	(36,360)	(35,000)
Sewer Enterprise Fund Allocation	(43,600)	(37,600)	(36,360)	(35,000)
<i>Total Operating Net of Allocations</i>	96,507	112,800	109,080	105,000
<i>Capital Outlay</i>	33,686	19,693	32,510	32,510
Water Enterprise Fund Allocation	(8,190)	(3,939)	(6,502)	(6,502)
Sewer Enterprise Fund Allocation	(8,190)	(3,939)	(6,502)	(6,502)
<i>Total Capital Outlay Net of Allocations</i>	17,306	11,815	19,506	19,506
<b>Total DPW Fleet Maint, Budget</b>	<b>401,536</b>	<b>398,168</b>	<b>403,351</b>	<b>396,551</b>
<b>Total DPW Fleet Maint, Budget Net Allocations</b>	<b>235,044</b>	<b>251,472</b>	<b>254,487</b>	<b>250,407</b>
<b>DPW Electrician</b>				
<i>Salaries</i>	-	-	-	-
Water Enterprise Fund Allocation	-	-	-	-
Sewer Enterprise Fund Allocation	-	-	-	-
<i>Total Salaries Net of Allocations</i>	-	-	-	-
<i>Operating</i>	6,966	16,000	15,000	5,000

General Fund Budget Classification	FY2010	FY2011	FY2012	FY2012
	EXPENDED	BUDGETED	DEPT REQ	TM REC
Water Allocation	(1,125)	(1,125)	-	-
Sewer Allocation	(1,125)	(1,125)	-	-
Total Operating Net of Allocations	4,716	13,750	15,000	5,000
<i>Capital Outlay</i>	17,762	-	-	-
Water Enterprise Fund Allocation	(3,549)	-	-	-
Sewer Enterprise Fund Allocation	(3,549)	-	-	-
<i>Total Capital Outlay Net of Allocations</i>	10,664	-	-	-
<b>Total DPW Electrician Budget</b>	<b>24,727</b>	<b>16,000</b>	<b>15,000</b>	<b>5,000</b>
<b>Total DPW Electrician Budget Net Allocations</b>	<b>15,379</b>	<b>13,750</b>	<b>15,000</b>	<b>5,000</b>
<b>DPW Snow and Ice</b>				
<i>Salaries</i>	141,173	75,500	75,500	75,500
<i>Operating</i>	497,394	126,000	126,000	126,000
<i>Capital Outlay</i>	-	-	-	-
<b>Total DPW Snow and Ice Budget</b>	<b>638,566</b>	<b>201,500</b>	<b>201,500</b>	<b>201,500</b>
<b>Street Lighting</b>				
<i>Operating</i>	159,732	165,000	160,000	160,000
<b>Total Street Lighting Budget</b>	<b>159,732</b>	<b>165,000</b>	<b>160,000</b>	<b>160,000</b>
<b>Solid Waste Disposal</b>				
<i>Operating</i>	2,183,151	2,119,969	2,215,739	2,215,739
<b>Total Solid Waste Budget</b>	<b>2,183,151</b>	<b>2,119,969</b>	<b>2,215,739</b>	<b>2,215,739</b>
<b>Total DPW Budget</b>	<b>4,879,044</b>	<b>4,330,439</b>	<b>4,340,817</b>	<b>4,234,307</b>
<b>Total DPW Budget Net Allocations</b>	<b>4,369,441</b>	<b>3,839,999</b>	<b>3,905,791</b>	<b>3,825,273</b>
<b>Unclassified</b>				
Reserve Fund	-	100,000	100,000	73,444
Maturing Debt	930,080	889,830	831,080	831,080

General Fund Budget Classification	FY2010	FY2011	FY2012	FY2012
	EXPENDED	BUDGETED	DEPT REQ	TM REC
Interest-Maturing Debt	296,700	266,260	237,935	237,935
interest-Temporary Loans	-	7,000	1,000	1,000
<i>Middlesex Retirement Assmt.</i>	4,060,493	4,817,619	4,487,591	4,487,591
Water Enterprise Fund Allocation	(333,766)	(501,299)	(261,383)	(258,523)
Sewer Enterprise Fund Allocation	(157,419)	(203,693)	(41,150)	(76,857)
<i>Total Retirement</i>	3,569,308	4,112,627	4,185,058	4,152,211
Occupational Injury Reserve	80,795	80,795	80,795	80,795
Unemployment Compensation	43,593	62,190	20,000	10,000
Group Insurance	3,816,918	4,209,535	4,501,141	4,501,141
Water Allocation	(312,111)	(311,444)	(206,623)	(206,378)
Sewer Allocation	(146,111)	(143,526)	(72,198)	(72,198)
<i>Total Group Insurance</i>	3,358,696	3,754,565	4,222,320	4,222,565
Medicare Tax	173,975	195,000	195,000	195,000
Water Enterprise Fund Allocation	(12,879)	(14,584)	(14,584)	(13,117)
Sewer Enterprise Fund Allocation	(6,570)	(6,621)	(6,621)	(2,457)
<i>Total Medicare Tax</i>	154,526	173,795	173,795	179,426
Fire and Liability Insurance	249,246	335,700	341,900	341,900
<b>Total Unclassified Budget</b>	<b>9,651,799</b>	<b>10,963,929</b>	<b>10,796,442</b>	<b>10,759,886</b>
<b>Total Unclassified Budget Net Allocations</b>	<b>8,682,943</b>	<b>9,782,762</b>	<b>10,193,883</b>	<b>10,130,356</b>
<b>Total Budget Before Transfers</b>	<b>77,792,384</b>	<b>78,509,304</b>	<b>78,643,662</b>	<b>79,048,044</b>
<b>Total Budget Before Transfers Net Allocations</b>	<b>75,862,224</b>	<b>76,503,840</b>	<b>77,494,435</b>	<b>77,899,223</b>
<b>Transfers</b>				
To the Sewer Enterprise Fund	302,898	299,976	296,089	296,089
To the Water Enterprise Fund		-	-	-
Special Revenue		-	-	-
Town Trust Funds	250,000		-	-

General Fund Budget Classification	FY2010	FY2011	FY2012	FY2012
	EXPENDED	BUDGETED	DEPT REQ	TM REC
Total Transfers	552,898	299,976	296,089	296,089
ATM General Fund Budget	76,415,122	76,803,816	77,790,524	78,195,312

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**ARTICLE 5**

To see if the Town will vote to transfer from the certified General Fund Free Cash the sum of \$1,366,000 to be used by the Assessors to reduce the FY12 tax levy; or take any action relative thereto.

Town Manager

**Executive Summary:** This article allows the Town to utilize funds that were considered available as of June 30, 2010, to balance the FY12 general fund budget.

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**ARTICLE 6**

To see if the Town will vote to transfer \$330,000 from the Stabilization Fund to the General Fund to be used to fund the FY12 General Fund Budget; or take any action relative thereto.

Town Manager

**Executive Summary:** This article transfers \$330,000 from the Town's Stabilization Fund to the General Fund to be used to fund the FY12 School Department budget.

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**ARTICLE 7**

To see if the Town will vote to transfer \$349,000 from the Other Post Employment Benefits (OPEB) Stabilization Fund to the General Fund to used to fund the FY12 General Fund Budget; or take any action relative thereto.

Town Manager

**Executive Summary:** This article transfers \$349,000 from the Town's OPEB Stabilization Fund to the General Fund to be used to fund a portion of the FY12 School Department Health Insurance.

**ARTICLE 8**

To see if the Town will vote to transfer \$170,000 from the Stabilization Fund to the General Fund for the following purposes;

Police Department Firearms:	\$10,000
Fire Department Ambulance:	\$160,000

or take any action relative thereto.

Town Manager

**Executive Summary:** This article transfers \$170,000 from the Town’s Stabilization Fund to the General Fund to be used to purchase new firearms for the Police Department to and a new ambulance for the Fire Department.

**ARTICLE 9**

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.

<b>TOWN OF TEWKSBURY</b>	
<b>SEWER ENTERPRISE FUND</b>	
<b>FISCAL YEAR 2012 PROPOSED BUDGET</b>	
<b>Direct Expenses</b>	
Salaries	\$ 263,890
Expenses	\$ 252,400
Capital Outlay	\$ 68,970
Lowell Sewer	\$ 1,200,000
Reserve Fund	\$ 60,000
Debt	\$ 7,137,571
Subtotal	\$ 8,982,831
<b>Indirect Expenses</b>	
Town Manager	\$ 7,950
Accounting	\$ 5,211
Computer Services	\$ 2,388
Treasurer/Collector	\$ 30,118
Administrative Services	\$ 664
Building Dept	\$ 5,570
Dept of Public Works	\$ 188,267
Group Insurance	\$ 72,198
Retirement	\$ 76,857
Medicare	\$ 2,457
Subtotal	\$ 391,680
<b>Total</b>	<b>\$ 9,374,511</b>
<b>Projected Sewer Revenue</b>	
User Fees	\$ 6,711,117
New Connections	\$ 36,142
Sewer Liens	\$ 200,000
Sewer Connection Liens	\$ 400,000
Connection Fees	\$ 1,820,024
Application Fees	\$ 15,000
Interest/Demands	\$ 10,000
Investment Income	\$ 30,000
Prior Year Surplus	\$ -
Transfer From General Fund	\$ 296,089
<b>Total</b>	<b>\$ 9,518,372</b>
Deficit/Surplus	\$ 143,861

**Executive Summary:** The purpose of this article is to fund the Sewer Enterprise Fund for FY12.

**ARTICLE 10**

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 action relative thereto.

<b>TOWN OF TEWKSBURY</b>	
<b>WATER ENTERPRISE FUND</b>	
<b>FISCAL YEAR 2012 PROPOSED BUDGET</b>	
Direct Expenses	
Salaries	\$ 1,249,822
Expenses	\$ 1,214,560
Capital Outlay	\$ 82,931
Reserve Fund	\$ 25,000
Debt	<u>\$ 2,119,597</u>
Subtotal	\$ 4,691,910
Indirect Expenses	
Town Manager	\$ 7,950
Accounting	\$ 5,211
Computer Services	\$ 2,388
Treasurer/Collector	\$ 30,118
Administrative Services	\$ 664
Building Dept	\$ 2,025
Dept of Public Works	\$ 220,767
Group Insurance	\$ 206,378
Retirement	\$ 258,523
Medicare	<u>\$ 13,117</u>
Subtotal	\$ 747,141
<b>Total</b>	<u><u>\$ 5,439,051</u></u>
Projected Water Revenue	
User Fees	\$ 5,518,016
Water Liens	\$ 250,000
Connection Fees	\$ 15,000
Meter Replacement Fee	\$ -
Investment Income	\$ 20,000
Other Income	\$ 2,000
Prior Year Surplus	\$ -
<b>Total</b>	<u>\$ 5,805,016</u>
Deficit/Surplus	\$ 365,965

**Executive Summary:** The purpose of this article is to fund the Water Enterprise Fund for FY12.

**ARTICLE 11**

To see if the Town will vote to raise and appropriate the sum of \$175,000.00 from the Water Enterprise fund to undertake the following:

A study related to the assessment of Tewksbury’s Water Treatment Plant:	\$75,000
Purchase and installation of new fire hydrants:	\$100,000

or take any action relative thereto.

Town Manager

**Executive Summary:** This article would raise and appropriate funds, from water enterprise fees, for an assessment of the Water Treatment Plant and the purchase and installation of fire hydrants.

The study would investigate upgrades necessary for the treatment facility to meet future needs. In 2009, Mass DEP served the Town an Administrative Consent Order to reduce disinfection byproducts in the water supply system. The Town worked quickly to remedy the situation, but remains concerned that the Water Treatment Plant may be inadequate to meet current and future regulatory needs. The plant was placed on line in 1988 and contains much of the original equipment. To date the equipment is 21 years old and is at or exceeded its design life. Furthermore, the regulatory environment for drinking water has become stricter since 1988 and is anticipated to continue to do so. This study would evaluate how the Town could act to insure the continued operation of the plant to protect public health, meet future regulatory requirements and insure continued uninterrupted operation.

In FY05 the Town began a program to replace (600) older hydrants within its water distribution system. Many of the Town’s current hydrants are past their useful lives and in need of replacement. The newer hydrants can deliver higher volumes of water to Fire Department pumper trucks more quickly and easily. In addition the newer hydrants are equipped with break-away flanges allowing repairs without an interruption to service, while the (4) inch nozzle allows the fire department to utilize the current standard for connecting to their pump trucks. The program was scheduled to be implemented over a ten year cycle. Since that time (122) hydrants have been replaced.

By raising the appropriation through user fees the Town will avoid \$26,000.00 in interest payments.

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**ARTICLE 12**

To see if the Town will vote to authorize the Building Department to spend up to \$1,252.00 from the Weights and Measures Fine Account for the purpose of enforcement of item pricing and Weights and Measures laws in accordance with MGL Chapter 98, Section 29A; or take any action relative thereto.

Town Manager

**Executive Summary:** This money was collected through civil citations and placed in a separate account. This can only be used for enforcement of item pricing and weights and measures laws.

**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 2012, with each item to be considered a separate appropriation:

Appropriations:

Administrative Costs	\$ 36,600
----------------------	-----------

Reserves:

Open Space	\$ 73,200
Community Housing	\$ 73,200
Historic Preservation	\$ 73,200
 FY2012 Budgeted Reserve	 \$450,000

Or take any other action related thereto.

Community Preservation Committee

**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 FY12 revenue is \$732,000.

**ARTICLE 14**

To see if the Town will vote to approve the FY12 Affordable Housing Trust Fund Allocation Plan as follows:

There were no expenditures out of the Affordable Housing Trust Fund for FY11.

<b>ALLOCATION PLAN</b>		<b>for FY 2012</b>
<b>Starting Balance:</b>		\$1,877,491
<b>Anticipated Revenue</b>		
Comp. Permit Contributions (Nolan Court, Andover Estates)		\$28,000
Contribution from Katie Estates (Fee in lieu of 2 units)		\$260,292
Contribution from Carter Commons Phase I (Fee in lieu of 7 units)		\$911,022
<b>Total Anticipated Revenue FY12</b>		<b><u>\$1,199,314</u></b>
<b>Total Available Funds FY12</b>		<b><u>\$3,076,805</u></b>
<b>Expenses</b>		
LHP Consulting Services		\$40,000
Audit of 3 Local Initiative Projects (\$7,500 per project)		\$22,500
Creation of New Units/ Buydown of existing units		<u>\$3,014,305</u>
<b>Total Projected Expenses for FY12</b>		<b><u>\$3,076,805</u></b>

Or take any other action related thereto.

Local Housing Partnership

**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 2012 allocation plan meets the expenditure requirements of the Special Act.

**ARTICLE 15**

To see if the Town will vote to amend the Personnel By-Laws Section III(e) Salaries and Wages, by reclassifying or changing job titles for the following positions:

1. Delete Town Engineer from Group A-7

Minimum - \$53,405/Maximum - \$71,465  
And Insert Town Engineer in Group A-4:  
Minimum - \$66,473/Maximum - \$80,795

2. Delete Administrative Director and Assistant Library Director from Group A-8

Minimum - \$52,230/Maximum - \$63,487  
And Insert Administrative Director and Assistant Library Director in Group A-7  
Minimum - \$53,405/Maximum - \$71,465

3. Delete Veterans' Services Officer from Group A-9

Minimum - \$37,694/Maximum - \$48,108  
And Insert Veterans' Services Officer in Group B at the following steps:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$36,007	\$38,092	\$40,297	\$42,646	\$45,115	\$47,728	\$49,637

4. Change Accountant to Assistant Accountant in Group A-7

5. Change Conservation Commission Administrator to Planner/Conservation Agent in Group B

or take any other action relative thereto:

Town Manager

**Executive Summary:** The purpose of this article is to reclassify existing positions within the wage schedule. No pay raises or step increases will take effect as a result of these changes. The position of Accountant will be changed to Assistant Town Accountant. The positions of Assistant Library Director and Administrative Director will be moved from Group A-8 to Group A-7. Group A-8 will be eliminated. The position of Veteran's Services Officer will be moved from Group A-9 to Group B and Group A-9 will be eliminated. The position of Town Engineer will be moved from Group A-7 to Group A-4. Under group B the position of Conservation Commission Administrator will be changed to Planner/Conservation Agent with the same salary schedule.

## ARTICLE 16

To see if the Town will vote to amend the Personnel By-Laws Section III(e) Salaries and Wages, effective upon the retirement of the current Collector, by deleting from Group A-7:

Collector

Minimum - \$53,405/Maximum - \$71,465

or take any other action relative thereto:

Town Manager and Finance Director

**Executive Summary:** This article deletes the current position of Collector from the Personnel By-Law Group A-7. The current Collector will be retiring from the Town in August, 2011 and the position will be combined into a Treasurer/Collector. This combined position is more common among municipalities in Massachusetts.

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## ARTICLE 17

To see if the Town will vote to amend the Personnel By-Laws Section III(e) Salaries and Wages, effective upon the retirement of the current Treasurer, by deleting from Group A-7:

Treasurer

Minimum - \$53,405/Maximum - \$71,465

and inserting a new position in Group A-4:

Treasurer/Collector

Minimum - \$66,473/Maximum - \$80,795

or take any other action relative thereto:

Town Manager and Finance Director

**Executive Summary:** This article deletes the current position of Treasurer from the Personnel By-Law Group A-7 and creates a new position of Treasurer/Collector in Group A-4. The current Treasurer and the current Collector will both be retiring in August, 2011 and the position will be combined. This combined position is more common among municipalities in Massachusetts.

## ARTICLE 18

To see if the Town will vote to amend the Personnel By-Laws Section III(e) Salaries and Wages, effective upon the retirement of the current Collector, by adding a new position into Group A-8:

Assistant Treasurer/Collector

Minimum - \$52,230/Maximum - \$63,487

or take any other action relative thereto:

Town Manager and Finance Director

**Executive Summary:** This article deletes the current position of Collector from the Personnel By-Law Group A-7. The current Collector will be retiring in August, 2011 and the position will be combined into a Treasurer/Collector. The Assistant Treasurer/Collector is a new position that will assist the Treasurer/Collector. The Treasurer/Collector position and the Assistant Treasurer/Collector position are more common in Massachusetts municipalities.

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## ARTICLE 19

To see if the Town will vote to accept M.G.L. c. 64L, § 2 (a). Said section 2 (a) provides, if accepted, that “[a] ... town may impose a local sales tax upon the sale of restaurant meals ... originating within the town ... at the rate of .75 percent of the gross receipts. ...” or take any action relative thereto

Town Manager

**Executive Summary:** This article accepts the state statute which will allow the Town to increase the meals tax in Town by .75% from 6.25% to 7%. The additional revenue generated from this increase will remain with the Town to assist in funding Town services.

---

## ARTICLE 20

To see if the Town will vote to amend the local excise tax upon the transfer of occupancy of any room or rooms to a bed and breakfast establishment, hotel, lodging house or motel from four percent to six percent of the total amount of rent for each such occupancy as authorized by M.G.L. c. 64G, § 3A, which was previously accepted by the Town, or take any action relative thereto.

Town Manager

**Executive Summary:** This article accepts state statute that will allow the Town to raise its current room occupancy tax from 4% to 6%. All revenue generated from this tax remains with the Town to assist in funding services.

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

- Article 3-21
- Article 3-22
- Article 3-23
- Article 3-24
- Article 3-25

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**SECTION 3**

- ARTICLE 26 Amend Zoning By-Laws – Amend Appendix A
- ARTICLE 27 Amend Zoning By-Laws – Rezone R40 To OR
- ARTICLE 28 Amend Zoning By-Laws – Amend Appendix A
- ARTICLE 29 Amend Zoning By-Laws – Rezone R40 to MFD
- ARTICLE 30 Katie Way Street Acceptance
- ARTICLE 31 Amend Town By-Laws - Stretch Energy Code
- ARTICLE 32 Amend Town By-Laws - Demolition of Historic Buildings
- ARTICLE 33 Town Acceptance of Open Space from Ames Run Cluster Subdivision

**ARTICLE 26**

To see if the Town will vote to amend the Zoning Bylaw by deleting ACC/PB in the HI column of Appendix A, Table of Use Regulations, Section C, Commercial Uses, Subsections 12 and 13 to read as follows:

C. COMMERCIAL USES	R4	F	LB	CO	T	P	M	MF	MF	CDD	HI	OR
	0	A		M	R		N	D	D/5			
12. Motor vehicle, motorcycle, trailer, snowmobile, or boat sales and rental	N	N	N	N	N	N	N	N	N	N	N	N
13. Motor vehicle light service; motor vehicle general and body repair	N	N	N	N	N	N	N	N	N	N	N	N

Or take any other action related thereto.

Planning Board

**Executive Summary:** This article removes the uses of motor vehicle, motorcycle, trailer, snowmobile, or boat sales and rental and the uses of motor vehicle light service, motor vehicle general and body repair as an allowed accessory use by Planning Board special permit from the Heavy Industrial districts. Neither of these uses would be allowed in any zoning district.

**ARTICLE 27**

To see if the Town will vote to amend the Tewksbury Zoning Map by changing Map 53, Parcel 6 from residential (R40) to office research (OR).

James Cutelis

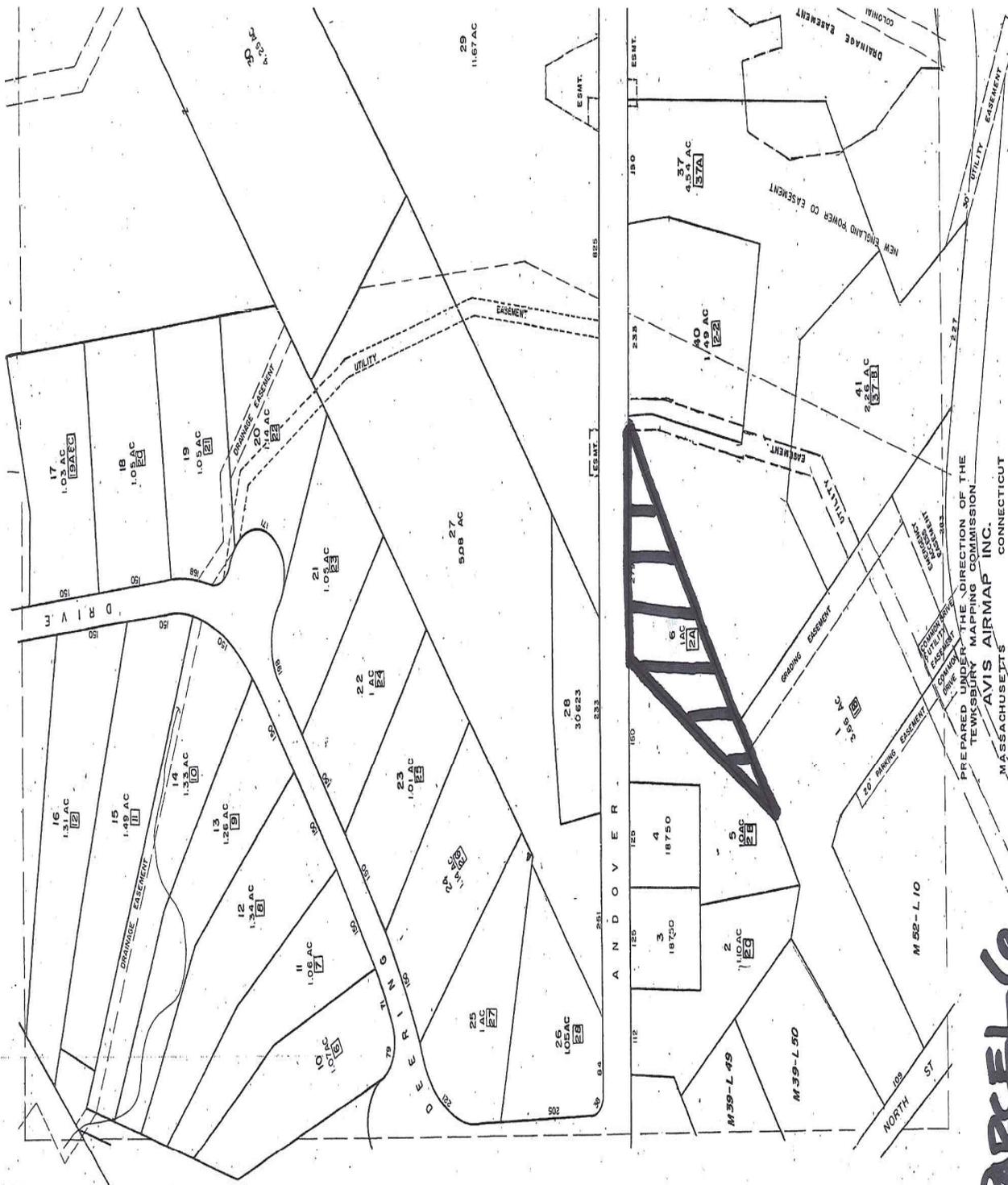
**Executive Summary:** Petition requesting change to allow for Map 53, Parcel 6 to be included in the office research (OR) district. The parcel is adjacent to the OR district.

EXHIBIT A  
RE-ZONING LEGAL DESCRIPTION  
1625 ANDOVER STREET  
TEWKSBURY, MA 01876

**LEGAL DESCRIPTION**

Beginning at a point on the southerly line of Andover Street at the northeast corner of land at 1605 Andover Street owned now or formerly by Gerald L. & Virginia M. Weitz, thence; S 30° 33' 37" W by the easterly line of said Weitz land, a distance of 359.31 feet, more or less, to a point, thence; N 56° 12' 09" E by land owned now or formerly by Tewksbury FFI LLC, a distance of 555 feet, more or less, to a point, thence; N 89° 51' 39" W along the southerly line of Andover Street, a distance of 278.52 feet, more or less, to the point of beginning.

Said land is shown as Lot 2A containing 43,800 square feet on a plan entitled "Plan of Land in Tewksbury, MA" dated July 18, 1963 prepared by Vancouver Associates Inc., recorded in the Middlesex North Registry of Deeds Plan Book 99 Plan 56.



PREPARED UNDER THE DIRECTION OF THE  
 MASSACHUSETTS DEPARTMENT OF  
 REVENUE AND TAXATION  
 MASSACHUSETTS  
 AVIS AIRMAP INC.  
 CONNECTICUT

# MAP 53 PARCEL 6

FEB 17 1942  
 DEPT OF REVENUE  
 MASSACHUSETTS

**ARTICLE 28**

To see if the Town will vote to amend the Tewksbury Zoning By-Law appendix A. Section C.9 for Office Research from Accessory ('ACC') to Planning Board ('PB') Special Permit Required and Appendix A. Section C.19 for Office Research from No ('N') to Planning Board ('PB') Special Permit Required.

James Cutelis

**Executive Summary:** This change would allow the Planning Board to issue a special permit for food retail and restaurant use in the Office Research ('OR') District.

**EXHIBIT B**

**APPENDIX A**

To see if the City of Lowell will vote to amend the Zoning By-Law in Appendix A, Table of Use Regulations, Section C, Commercial Uses, Subsections 9 and 19 thereof, to read as follows:

**EXISTING TABLE OF USE REGULATIONS**

<b>Commercial Uses</b>	<b>R40</b>	<b>FA</b>	<b>LB</b>	<b>COM</b>	<b>TR</b>	<b>P</b>	<b>MN</b>	<b>MFD</b>	<b>MFD/55</b>	<b>CDD</b>	<b>HI</b>	<b>OR</b>
9. Retail food or drug store	N	N	PB	Y	PB	N	N	N	N	PB	PB	ACC
19. Restaurant, fast-food or drive-through	N	N	N	PB	PB	N	N	N	N	PB	PB	N

**PROPOSED TABLE OF USE REGULATIONS**

<b>Commercial Uses</b>	<b>R40</b>	<b>FA</b>	<b>LB</b>	<b>COM</b>	<b>TR</b>	<b>P</b>	<b>MN</b>	<b>MFD</b>	<b>MFD/55</b>	<b>CDD</b>	<b>HI</b>	<b>OR</b>
9. Retail food or drug store	N	N	PB	Y	PB	N	N	N	N	PB	PB	PB
19. Restaurant, fast-food or drive-through	N	N	N	PB	PB	N	N	N	N	PB	PB	PB

Provided, further, in all other respects the remaining provisions of said Appendix A, Table of Use Regulations, shall remain unchanged and shall continue in effect.

## ARTICLE 29

To see if the Town will vote to amend the Zoning Map for parcels shown on Assessor's Map 89 Lots 15, 16, 23, 34 AND A PORTION OF 13 from Residential (R40) and Heavy Industry to Multi Family District (MDF)

### LEGAL DESCRIPTION

Beginning at a point on the northerly line of East Street at the southeast corner of land at 692 East Street owned now or formerly Richard & Mary Forsyth, thence;

N 20° 27' 30" W by the easterly line of said Forsyth land, a distance of 291.00 feet, more or less, to a point, thence; S 69° 32' 30" W by said Forsyth, a distance of 150.00 feet, more or less, to a point, thence; N 20° 27' 30" W by said Forsyth land, a distance of 226.69 feet, more or less, to a point, thence; S 83° 33' 20" W by said Forsyth land and land of now or formerly Francis L. Woodworth, a distance of 154.60 feet, more or less, to a point at land of now or formerly Robert Ferrari & Patricia LeDuc, thence; N 20° 27' 30" W by said Ferrari/Leduc land, a distance of 36.31 feet, more or less, to a point at land of now or formerly Heirs of Margaret Rodden, thence; N 81° 17' 28" E, by said Rodden, a distance of 395.71 feet, more or less, to a point, thence; N 13° 53' 00" W by said Rodden, a distance of 5.43 feet, more or less, to a point, thence; S 86° 42' 50" W by said Rodden, a distance of 992.00 feet, more or less, to a point at land of now or formerly the Commonwealth of Massachusetts, thence; by said Commonwealth land by the following courses; N 27° 00' 43" E, a distance of 12.79 feet, more or less, thence; N 20° 40' 17" E, a distance of 104.37 feet, more or less, thence; N 21° 14' 26" E, a distance of 130.64 feet, more or less, thence; N 15° 50' 33" E, a distance of 267.11 feet, more or less, thence;

N 81° 15' 28" W, a distance of 200.93 feet, more or less, thence; N 19° 13' 30" E, a distance of 101.70 feet, more or less, to a point on the southerly line of now or formerly Boston & Main Railroad, thence; S 81° 15' 00" E, along said Railroad, a distance of 2,189.98 feet, more or less, to a point at land of now or formerly EHB Family Trust, thence; S 42° 37' 08" W by said EHB Family Trust land, a distance of 121.61 feet, more or less, to a point at the northwest corner of said EHB land thence; S 20° 26' 11" E by said EHB land, a distance of 261.99 feet, more or less, to a point on the northerly line of said East Street, thence; S 69° 32' 30" W along said East Street, a distance of 188.00 feet, more or less, to a point at land of now or formerly The Melmark Home, Inc., thence;

N 20° 27' 30" W, by said Melmark, a distance of 200 feet, more or less, to a point, thence; S 69° 32' 30" W along the northerly line of said Melmark land and land of now or formerly Ross P Callahan & Dina M. Barkhouse, land of Vincent & Charlotte Cataldo, a distance of 390.00 feet, more or less, to a point at land of now or formerly Timothy W & Kathryn J Kelly, thence; N 20° 27' 30" W by said Kelly land, a distance of 90.40 feet, more or less, to a point, thence; S 69° 32' 30" W by said Kelly land and the northerly line of land of now or formerly Robert & Maureen Nazzaro, a distance of 300.00 feet, more or less, to a point, thence; S 20° 27' 30" E, by said Nazzaro land, a distance of 290.40 feet, more or less, to a point on the northerly line of said East Street, thence;

S 69° 32' 30" W along said East Street, a distance of 278.19 feet, more or less, to the point of beginning.

Said land is shown as Lot 1 and Lot "G" on a plan entitled "Parcels Decreed by Land Court Decision Case 264752 East Street Tewksbury, MA, dated August 30, 2006, recorded in Middlesex North district Registry of Deeds Plan Book 231 Plan 47.

Marc P. Ginsburg & Arnie Martel

**Executive Summary:** The proposed zoning article seeks to re-zone approximately 25 acres of Industrial and residential land to Multi Family. The property is located in a predominately residential neighborhood.



### **ARTICLE 30**

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 Selectman as follows: To accept the Roadway named Katie Way as shown on a Plan approved by the Tewksbury Board of Appeals for the subdivision known as “Roberts Reach”

Robert G. Scarano

**Executive Summary:** This article requests the Town accept the Roadway known as “Katie Way”, or do anything in relation there to.

**REFERENCES**

1. Proposed Subdivision Plan, C-1, Roberts River, prepared by K&K, Ltd. Land Consultants, LLC dated and returned 04/25/2011.
2. Proposed Subdivision Plan, C-1, Roberts River, prepared by K&K, Ltd. Land Consultants, LLC dated and returned 04/25/2011.
3. Proposed Subdivision Plan, C-1, Roberts River, prepared by K&K, Ltd. Land Consultants, LLC dated and returned 04/25/2011.

**NOTES**

1. The dimensions of this plan, to include the location of proposed monuments and the right of way shown, are shown and to define monuments set by this office. (See legend)
2. Proposed monument locations have been taken from plan reference to notes.

**LEGEND**

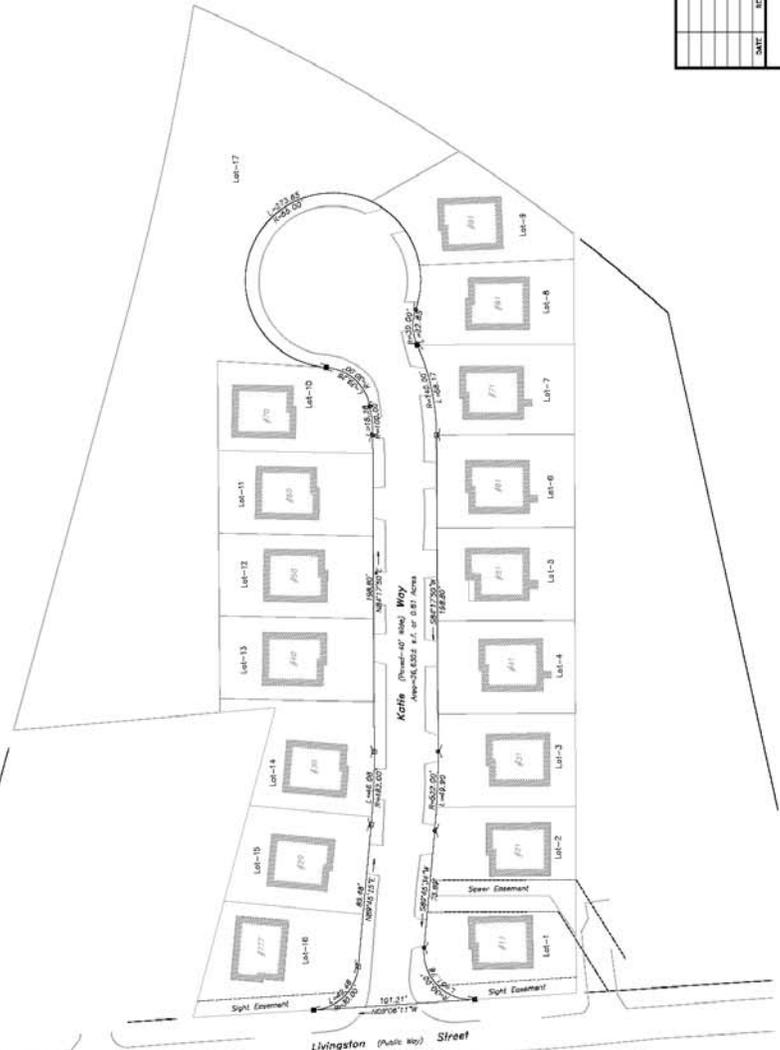
- Double Round (1/4" = 1' Total)
- Monument (Proposed to be set)
- Monument (Proposed to be set)

**CERTIFICATION**

I certify that this plan has been prepared in conformity with the Rules and Regulations of the Registry of Deeds of the Commonwealth of Massachusetts. I further certify that the property lines shown are the best showing existing or possible under the laws of the State for the purposes of the subdivision or for the purposes shown.



See Appendix for site plan



Street Acceptance	
Plan of Land	DATE: Feb. 15, 2011
SCALE: As Shown	DATE: Feb. 15, 2011
Project Name	Katie Way
City/Town	Tewksbury, Massachusetts
Prepared for	Robert C. Spivey, Inc. 108 Westbury, Mass. 01989
Drawn by	
Job No.	07-119
Sheet	1 of 1
Day, Mo., Year	02/15/2011
Scale	AS SHOWN
Project No.	020633-0102
Sheet No.	0174

## ARTICLE 31

To see if the Town will vote to enact Title 15, Chapter 15.16 of the Town of Tewksbury By-Laws, entitled “Stretch Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the “Stretch Energy Code”, including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk, which by-law shall read as follows:

### Chapter 15.16 – STRETCH ENERGY CODE

#### Sections:

- 15.16.010 – Definitions
- 15.16.020 – Purpose
- 15.16.040 – Applicability
- 15.16.060 – Authority
- 15.16.080 – Stretch Code

#### 15.010 – Definitions

International Energy Conservation Code (IECC) – The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three year cycle. Since July 1, 2010, the baseline energy conservation requirements of the MA State Building Code defaulted to the latest edition, the IECC 2009 with Massachusetts amendments as approved by the Board of Building Regulations and Standards.

Stretch Energy Code – Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115 AA of the 8th Edition Massachusetts Building Code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

#### 15.16.020 – Purpose

The purpose of 780 CMR 115 AA is to provide a more energy-efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

#### 15.16.040 – Applicability

This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 61, or 93, as applicable.

#### 15.16.060 – Authority

A municipality seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix.

780 CMR 115 AA may be adopted or rescinded by any municipality in the Commonwealth in the manner prescribed by law.

#### 15.16.080 – Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115 AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Tewksbury Town Bylaws, Chapter 15.16.

The Stretch Code is enforceable by the Building Commissioner.

And further, that non-substantive changes to this by-law be permitted in order that it be in compliance with the numbering format of the Tewksbury Town By-Laws, or take any other action related thereto.

Tewksbury Green Committee

**Executive Summary:** The Stretch Energy Code is one of five criteria that will allow Tewksbury to apply for Green Community Designation which provides access to grant funds for energy reduction and conservation projects in Tewksbury. The stretch energy code is an optional appendix to the Massachusetts building energy code that allows Cities and Towns to choose a more energy-efficient option. This option increases the efficiency requirements in any municipality that adopts it, for all new residential and many new commercial buildings, as well as an option for those residential additions and renovations that would normally trigger building code requirements.

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## ARTICLE 32

To see if the Town will vote to amend the Tewksbury Town By-Laws, Chapter 15.12, “Demolition of Historic Buildings”, as follows:

In section 15/12.030, Procedures:

Amend the first sentence of paragraph 3 from:

“The chairperson shall make an initial determination whether the subject of the application is a significant building.”

To:

“The chairperson *or a designee of the Commission* shall make an initial determination whether the subject of the application is a significant building.”

Amend the first sentence of paragraph 4 from:

“... the chairman shall notify the Building Commissioner in writing within seven days of receipt of the copy of the application...”

To:

“... the *chairperson* shall notify the Building Commissioner in writing within *fifteen (15)* days of receipt of the copy of the application...”

Amend the second sentence of paragraph 4 from:

“After the expiration of ten (10) days from the date the chairperson received the copy of the application ...”

To:

“After the expiration of *fifteen (15)* days from the date the chairperson received the copy of the application...”

To:

“After the expiration of *fifteen (15)* days from the date the chairperson received the copy of the application...”

Amend the first sentence of paragraph 5 from:

“The Commission shall hold a hearing on an application for demolition of significant building within twenty-one (21) days of receipt of the copy of the application...”

To:,

“The Commission shall hold a hearing on an application for demolition of a significant building within *thirty (30)* days of receipt of the copy of the application.

Amend the first sentence of paragraph 8 from:

“...no demolition permit may be issued until ninety days after the date of the application for a demolition permit.”

To:

“... no demolition permit may be issued until *two hundred and seventy (270)* days after the date of the application for a demolition permit.”

Amend the first sentence of paragraph 10, subparagraph b) from:

The Commission is satisfied that for at least ninety days...”

To:

The Commission is satisfied that for at least *two hundred and seventy (270) days...*”

Or to take any other action thereto.

Tewksbury Historical Commission

**Executive Summary:** This article seeks to amend Tewksbury’s Demolition Delay By-Law, which is administered by the Tewksbury Historical Commission to protect the Town’s historical properties and sites from demolition. The current By-law was enacted in 1995, and provides for a 90-day delay period for the Commission to work with the property owner to find alternatives to demolition.

This article has two purposes.

First, in administering the By-law over the past 15 years, the Commission has found the current procedural periods within the By-law to be too restrictive and difficult to meet given the volunteer nature of the Commission, the time required to coordinate member’s attendance at meetings, and the notice periods required by law and by newspapers to publish hearing and meeting notices. The changes proposed in this article will extend the procedural periods to more practical values.

Second, the Commission has found that the current 90-day delay period does not provide for adequate time to develop alternatives to demolition, and is much shorter than the delay periods in other local By-laws throughout the state and local area. Only 10 percent of the communities with demolition delay By-laws use a delay By-laws use a delay period of 90 days or less, while 72 percent of communities use a delay period of between 180 and 360 day. With this article, the Commission seeks to increase the delay period to 270 days.

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### **ARTICLE 33**

To see if the Town will accept the open space from the Ames Run cluster subdivision as identified below:

#### **QUITCLAIM DEED**

**AMES HILL DEVELOPMENT, LLC**, a Massachusetts limited liability company duly organized by law and having a usual place of business at 77 New York Road, Tewksbury,, Middlesex County, Massachusetts,

for consideration paid and in full consideration of less than One Hundred and no/100 (\$100.00)

grants to **THE INHABITANTS OF THE TOWN OF TEWKSBURY**

with: **quitclaim covenants**

**Lot 358** as shown on a plan of land entitled “Land Court Subdivision Plan Lot 332 of L.C. Court Case 27170-16 (Map 51-Lot 7-2) Ames Run, North Street, Tewksbury, MA” dated October 20, 2005 prepared by Cuoco and Cormier Engineering Associates, Inc, being further described as Land Court Plan No. 27170-22.

**Lot 391** as shown on a plan of land entitled “Land Court Subdivision Plan Lot 332 of L.C. Court Case 27170-16 (Map 51-Lot 7-2) Ames Run, North Street, Tewksbury, MA” dated January 6, 2006 revised through May 30, 2006 prepared by Cuoco and Cormier Engineering Associates, Inc, being further described as Land Court Plan No. 27170-24.

Said premises are conveyed subject to and with the benefit of the terms and provisions contained in an instrument entitled “DECLARATION OF RESTRICTIVE COVENANTS AND COMMON SCHEME RESTRICTIONS FOR AMES RUN, (Lots 357 to 387) TEWKSBURY, MASSACHUSTETTS” dated October 27, 2005 and filed with said Registry District as Document No.235633 as same relates to the granted premises and referred to in said Document as "open space".

Said premises are conveyed subject to and with the benefit of the terms and provisions contained in an instrument entitled “DECLARATION OF RESTRICTIVE COVENANTS AND COMMON SCHEME RESTRICTIONS FOR AMES RUN, (Lots 391 to 413) TEWKSBURY, MASSACHUSTETTS” dated August 29, 2006 and filed with said Registry District as Document No.240439 as same relates to the granted premises and referred to in said Document as "open space".

Said premises are also conveyed subject to and with the benefit of the easements shown on Land Court Plan No. 27170-22 and 27170-24 and such matter as are set forth on Certificate of Title No 36776 and its encumbrance sheet, in so far as same are in force and applicable.

For grantor's title see deed Certificate of Title No. 36776 recorded in Middlesex North Registry of Deeds – District of the Land Court in Registration Book 186, Page 351

**Property Address: Lots 358 and 391, Off Ames Pond Drive, Tewksbury, MA**

Or to take any other action thereto.

Town Manager

**Executive Summary:** This open space was created by the 50 lot Ames Run Cluster Subdivision approved by the Tewksbury Planning Board on February 7, 2005. Transferred to the Town is acceptable method of open space protection under the Tewksbury Zoning Bylaw Section 7370.

And you are directed to serve the within Warrant by posting up true and attested copies hereof upon the Town Hall and in each precinct, seven (7) days at least before the time of holding said meeting in said Town of Tewksbury.

HEREOF, FAIL NOT, AND MAKE DUE RETURNS OF THIS WARRANT, with your doings thereon, to the Town Clerk at the time and place of meeting aforesaid.

Given under our hands this 22<sup>th</sup> day of March in the Year of Our Lord, Two Thousand and Eleven.

**BOARD OF SELECTMEN**

Todd R. Johnson, Chairman

Douglas W. Sears, Vice Chairman

David H. Gay, Clerk

Anne Marie Stronach

Scott Wilson

**Tewksbury "Adopt A Hydrant" Program**

The **Tewksbury Fire Department** has partnered with **Hy-Viz Inc.** to bring fiberglass hydrant markers to the community. These highly reflective hydrant markers will allow hydrants to be visible, day or night, from a great distance. The markers will help locate snow covered hydrants during the winter months and tree and shrub obstructed hydrants during the warmer months. **Hy-Viz** markers have a stainless steel spring and ring mount for years of maintenance free service. We have chosen the "Patriot Banding" design for use in Tewksbury.

Donation Made by: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address of Hydrant(s) to be adopted:

(I.e. in front of 123 Main Street)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost of each marker:           \$ 14.99  
# of hydrant markers purchased:    x \_\_\_\_\_  
Total:                               = \_\_\_\_\_

Once a group of orders have been placed, the Fire Department will locate the adopted hydrants and place the reflective markers with "Patriot Banding" design. In the event that there are multiple requests for marking the same hydrant, we will place the marker on one of the many critical hydrants that we have in town that may be overlooked. We will notify residents or businesses of our placement once the marker is in place.

For additional information visit [www.tewksbury.info/fire](http://www.tewksbury.info/fire).

***Thank You for your support!***

Tewksbury Fire Department  
c/o: Adopt a Hydrant Program  
21 Town Hall Avenue  
Tewksbury, MA 01876

## **What is a “File of Life”?**

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A “File of Life” is a mini medical history posted on the outside of ones refrigerator, or personally carries in a person’s wallet. The “File of Life” card enables EMT’s to obtain a quick medical history when the patient, who, in a frightened state, may forget to mention something important.

The card which is kept in a red plastic pocket labeled “File of Life”, lists the patients name, emergency medical contacts, insurance policy and social security number, health problems, medications, dosages, allergies, recent surgeries, doctors name and a health care proxy. The entire pocket is held with a magnet to the outside of the refrigerator. Details will be provided at the fire stations or call 978-640-4410.

### **Who should have one?**

-Anyone who has many or complicated medical problems and or takes many medications.

## **GLOSSARY OF TERMS**

### **Town Meeting:**

A duly called meeting in which all Town of Tewksbury registered voters are eligible to participate to act upon fiscal issues, zoning changes, by-law amendments, and other matters affecting the Town. Each voter has one vote in the decision making process.

The Annual Town Meeting is held each May to decide issues for the fiscal year starting July first. Special Town Meeting(s) may be called at other times, to address issues that cannot wait for the next Annual Town Meeting, a Special Town Meeting is called by the Board of Selectmen; or by a petition of 200 registered voters.

### **Warrant:**

Public notice of business to be considered at the Town Meeting. It is publicly posted in each Precinct throughout the Town. The Warrant is mailed to each dwelling in the Town in which a registered voter resides and describes all of the Articles which will be acted upon at the Town Meeting.

### **Article(s):**

Individual subjects are described in the articles so that all voters are warned of potential action to be taken. The scope of each article sets the bounds of action that may be taken. Articles are submitted by the Town Departments or by voter petitions. Articles submitted by voter petitions require ten (10) or more registered voters signatures for insertion in the Annual Town Meeting Warrant, and one hundred (100) or more registered voters signatures for insertion in a Special Town Meeting Warrant.

### **General Information:**

The Moderator presides at the Town Meeting and is responsible for the ruling on procedural matters, overseeing an orderly debate, announcing the result of all votes and preserving decorum.

The proceedings are governed by Town Meeting Time, a handbook of parliamentary law prepared under the auspices of the Massachusetts Moderators Association. This guide may be simpler and easier to understand than the more widely known and consulted Robert's Rules of Order. Copies are available for reference at the Town Clerk's Office, Board of Selectmen's Office and the Tewksbury Public Library.

Registered voters are entitled to attend, address and vote at the Meeting. Visitors may attend the meeting and shall sit in the "reserved for visitors" section.

A voter desiring to speak should approach the microphone, await recognition by the Moderator, and identify him or herself when recognized by name and address.

### **Motions, Motions to Amend, and Votes Required:**

An Article in the Warrant states a question for the Town Meeting voters to answer. Separate issues are described in the Town Meeting Articles so that all voters are warned of potential action to be taken. The scope or intent of each Article set the bounds of action that may be taken.

Customarily the Finance Committee Chairman makes the first or Main Motion or if the Article relates to the Zoning By-Law the Planning Board Chairman will make the first or Main Motion. The sponsor or Petitioner of an article also may make the first or Main Motion.

The Motion is then open for discussion by the assembly.

Motions to Amend the Main Motion, which is within the scope or intent of the Article, may be made on the Town Meeting floor.

Ordinarily motions require a majority vote of the voters present and voting for an Article to pass. Certain motions require a 2/3, 4/5 or a 9/10 vote to pass because of the provisions of the Town By-Laws or Massachusetts General Laws. The Moderator will announce the voting requirement before each vote requiring more than a majority vote.

### **Motions For Indefinite Postponement of an Article:**

A motion to Indefinitely Postpone an Article is equivalent to a motion to take no action on the Article. If the Motion to Indefinitely Postpone the Article is Adopted; the Article is defeated.

### **Reconsideration of an Article:**

No vote on a prior Article shall be Reconsidered except to correct a procedural defect, scrivener's error or an oversight. Reconsideration for the above exceptions requires a majority vote.

### **Move the Question:**

The voters have heard all the discussion that they wish to hear on the pending Article and prefer to vote at once.

The Moderator shall allow those presently standing, at the time of the motion, the opportunity to be heard and then he or she will take the vote to Move the Question.

### **Rules to Govern Speakers:**

No voter shall speak twice on any one subject, if any other voter who has not spoken already and is standing to be recognized by the moderator. No voter shall speak for more than five minutes at one time, except by vote of permission of the assembly.