



# TOWN OF TEWKSBURY

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

## FINANCE COMMITTEE

David Aznavoorian, Chairman  
Raymond Lisiecki, Vice Chair  
Damin Sutherby, Clerk  
Thomas L. Cooke  
Laurence Sanford  
Robert Kocsmiersky

### Meeting Minutes for April 17, 2014

#### 1) Call to Order

The meeting was called to order at 7:01 p.m. by David Aznavoorian, Chairman, at the Pike House. Present were Raymond Lisiecki, Damin Sutherby, Thomas Cooke, Larry Sanford, and Rob Kocsmiersky. Also present was Richard Montuori, Town Manager, Karen Kucala, Finance Director, and Melissa Johnson, Recording Secretary.

#### 2) FY15 Department Budget Review

##### Enterprise Fund Budgets

**MOTION:** Mr. Sutherby made the motion to approve the Town Manager's recommended FY15 DPW Sewer budget in the amount of \$2,042,599; seconded by Mr. Sanford and the motion carried 5-1. Mr. Cooke was opposed.

**MOTION:** Mr. Lisiecki made the motion to approve the Town Manager's recommended FY15 DPW Water Distribution budget in the amount of \$818,301; seconded by Mr. Sutherby and the motion carried 5-1. Mr. Cooke was opposed.

**MOTION:** Mr. Lisiecki made the motion to approve the Town Manager's recommended FY15 DPW Water Filtration in the amount of \$1,989,254; seconded by Mr. Sutherby and the motion carried 5-1. Mr. Cooke was opposed.

Mr. Aznavoorian asked if any additional snow and ice overage reports are expected and Ms. Kucala noted not that she is aware of.

#### 3) Town Manager and Finance Director Reports

Mr. Montuori noted that the warrants for town meeting are expected to be posted tomorrow.

Mr. Montuori provided the members with a copy of documentation that was received regarding Essex North Shore Agricultural & Technical School dated April 18, 2014 and explained that an analysis of State Aid was done based on the house budget. There is a projected increase; however, this is misleading as it does not include the Essex Agricultural projection. The actual assessment will be \$154,000. Mr. Lisiecki asked if the school department approves the tuitions and Mr. Montuori noted that he is unaware of the approval process for out of town tuitions. Mr. Lisiecki asked if any of the 7 Tewksbury students attending Essex Agricultural should be at the Shawsheen Tech and Mr. Montuori noted that he would have to check with the School Superintendent, Dr. John O'Connor, on this.

### **Capital Improvement Budget (CIP)**

Mr. Montuori noted that both the Annual and Special Town Meeting warrants reflect capital projects. The general fund items will come from the stabilization fund and the water and sewer items will come from retained earnings. The largest capital improvement item is the purchase of the fire trucks. Mr. Montuori noted that the Fire Department originally had three capital item requests; however, at this time only the trucks can be addressed.

Mr. Montuori noted that \$50,000 will be used from the stabilization fund for the DPW to comply with the NPDES (National Pollutant Discharge Elimination System) permit. All other items will be addressed with Chapter 90 funds. The equipment purchase requests will be postponed at this time. Mr. Montuori noted that next year there will likely be a request for \$600,000 for a new salt shed at the DPW.

Mr. Montuori noted among the sewer improvement are: \$320,000 from sewer retained earnings for sewer improvements for inflow and infiltration, \$150,000 for sewer pump modifications, and \$120,000 for a portable generator.

Among the water improvements included in the CIP is \$800,000 for water treatment plant upgrades in the fall. AE COM is currently in the design phase. Mr. Montuori noted that \$100,000 will be used towards the hydrant replacement program and will replace approximately 25 hydrants. Mr. Aznavoorian asked how many hydrants there are total and Mr. Montuori noted approximately 2,200.

Discussion took place on roadway projects and Mr. Montuori noted that there are no major roadway improvements being proposed this year. There are plans to possibly repave Foster Road as well as fix East Street once the housing project currently under construction is completed.

Mr. Montuori noted that there will be an amendment made at town meeting to the CPA article for the Town Hall Renovation. An additional \$584,000 will be requested. This increase is mostly the result of increases in the sub trade areas. The Community Preservation Committee has unanimously approved this request. Mr. Lisiecki asked if the figures still include 10% contingencies and Mr. Montuori confirmed this. Mr. Kocsmiersky asked if the plans can be found on the town's website and Mr. Montuori noted he will look in to this and can also provide a copy.

Mr. Cooke asked if there were any warrant articles that were submitted and then pulled. Mr. Montuori confirmed this and explained that the article for the historic preservation of the Marshall House on Pleasant Street has been pulled to allow for additional time for research. A consultant has been contacted to help with the historic restrictions. Mr. Montuori noted that all other resident submitted articles have been put into the warrant.

Mr. Lisiecki noted that he recently saw residents commenting online that they would like to see the signs used announcing town meeting and Mr. Montuori confirmed this will be done.

**4) Committee Member Matters of Interest**

Mr. Aznavoorian noted that he is in receipt of correspondence regarding the spring conference and he will forward this information along to the members.

Mr. Aznavoorian noted that meetings have been scheduled for 6:30 p.m. on May 5, 2014 and May 7, 2014 at the TMHS library.

**5) Committee Member Reports**

**High School Building Committee**

Mr. Cooke noted that the High School Building Committee continues to work on paying bills and punch list items. The turf field is expected to be completed July 1; possibly even June 15. There was a delay in the tennis courts and the estimated completion date is July 1. Mr. Cooke discussed the issues that have arisen regarding the floor tiles and cracks at the high school and the flaws in construction that need to be addressed now.

**Economic Development Committee**

Mr. Sanford noted that the EDC met on April 8, 2014 and received a presentation from Beverly Woods of Northern Middlesex Council of Governments (NMCOG) on ways they can help Tewksbury. The Committee continues to work towards determining the best way to promote Tewksbury.

**6) Approval of Meeting Minutes**

There was no meeting minutes presented for approval.

**7) Approval of Recording Secretary Timesheet**

There was no time sheet presented for approval.

**8) Future Proposed Meeting Dates**

Wednesday, April 23, 2014	7:00 p.m. Pike House
Thursday, April 24, 2014	7:00 p.m. Pike House
Monday, May 5, 2014	6:30 TMHS Library
Wednesday, May 7, 2014	6:30 TMHS Library

**Adjourn.**

**MOTION: Mr. Lisiecki made the motion to adjourn at 8:06 p.m.; seconded by Mr. Kocsmiersky and the motion carried 5-0.**

**Approved: June 19, 2014**

**Documents Presented and/or Discussed  
April 17, 2014**

- 1) **Town Manager's Recommended FY15 Budget and CIP**  
A copy can be found at the Finance Department or with the Town Manager
  
- 2) **May, 2014 Annual and Special Town Meeting Warrant Articles**  
A copy can be found with the Town Manager