



**BOARD OF SELECTMEN  
TOWN OF TEWKSBURY  
TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876**

TODD R. JOHNSON, CHAIRMAN  
SCOTT WILSON, VICE CHAIRMAN  
BRUCE PANILAITIS, PH.D., CLERK  
DAVID H. GAY  
JAMES D. WENTWORTH

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**MEETING MINUTES  
DECEMBER 2, 2014**

Chairperson Todd Johnson called the meeting to order at 6:00 p.m. Present for the Board of Selectmen meeting were Scott Wilson, Vice Chair; Bruce Panilaitis, Clerk and Board Members, David Gay and James Wentworth. Richard Montuori, Town Manager and Attorney Charles Zaroulis were present.

**Scheduled Items**

**Executive Session—Contract Negotiations Collective Bargaining**

**MOTION:** Mr. Wilson made the motion for the Board to enter into Executive Session; Mr. Gay seconded the motion, and on a roll call vote Mr. Wentworth, Mr. Gay, Mr. Wilson, Mr. Panilaitis, and Mr. Johnson vote in favor. The motion was unanimous at 6:02 pm.

**MOTION:** Mr. Wilson made the motion for the Board to exit Executive Session at 7:01 p.m.; Mr. Panilaitis seconded, and on a roll call vote, Mr. Panilaitis, Mr. Wentworth, Mr. Wilson, Mr. Gay and Mr. Johnson vote in favor for a unanimous vote.

*The Selectmen Meeting reconvened at 7:08 p.m.*

**Don McElroy, EPA—Sutton Brook Update**

Mr. Don McElroy of AECOM is a contractor for the Environmental Protection Agency. Other contributors to this project are Charter Environmental, Inc. (the General Contractor) and Geosyntec Engineers, who are also on site.

Mr. McElroy gave an overview on the wastewater/groundwater barrier and how it was extracted and treated. He also covered the concerns about traffic in the neighborhoods as lots of prep work went into getting this minimized. The communication has been tremendous as much of the information is kept on web pages with town which residents can access easily. Communication is also handled through the local newspapers along with emails to those who had requested to be emailed. Much progress has been made with no traffic concerns. The project has about one more year to go.

A subsurface barrier was installed and 50% of the south lobe has been completed so slopes will be stable. The groundwater extraction was turned on today and is going to the Lowell Water Treatment Plant.

A couple of wetland areas were replicated this year. Air monitoring is taking place on the perimeter of the site and at the areas of excavation. There has been no data which has exceeded EPA levels. A wheel wash station was installed at the end of the driveway so trucks could rinse contaminants off tires before hitting the roads. The team also employed a street sweeper to keep up with road debris.

Winter weather will likely limit grading/shaping on the north lobe but work will continue until it is not possible. The project is now focused on capping the north lobe and completing the south lobe—the main focus. There will be lots of material brought in and lots of trucks in the areas. Completion of the project should be in 2015; however, additional wetland work will continue into 2016 as well as fencing installed and punch list items. Mr. McElroy will continue to do regular updates to the Selectmen. Should there be further questions, these can be directed to Don McElroy at [Mcelroy.don@epa.gov](mailto:Mcelroy.don@epa.gov) or Sara White at [White.sara@epa.gov](mailto:White.sara@epa.gov).

There were no residents present who wished to speak on this matter.

The Selectmen noted there have not been any concerns from neighbors with regard to any work taking place in this area of town. Questions have been received at the Selectmen's Office but no complaints have been received while this operation ran 6 days a week over summer and 7 days a week when the wall was installed. The number of trucks in and out were expected to be up to 10,000 trips. Mr. McElroy estimated the project is about 1/3 of way to the 10,000 trips.

The project started late for a number of reasons and lost about one month's time. The management team is keeping on the vendors to insure they are working the project right and sending a clear message they will not continue work on site if instructions are not followed.

The Selectmen asked if the project is on budget, and Mr. McElroy noted he is not privy to the financials and could not comment.

Mr. Wilson, as a resident in the area of town where this project is taking place, confirmed all of Mr. McElroy's comments are true. The feedback is good from neighbors, there is not allot of traffic, and trucks are sticking to speed limit which minimizes the dust.

The Selectmen inquired about what will happen to the land once it is cleaned. It was stated that when the project is completed it will be capped and ready to build; however it is a landfill the property will not have the potential to be residential ever. It can be used for commercial purposes only. A good example of use is the Shaffer Landfill in Billerica where solar panels were installed.

As for any unexpected surprises, there have been some but Mr. McElroy stated this wasn't anything out of scope. Some of the excavating needed to go further than estimated, but this was not major work not caused significant delays. Types of contaminants consisted of glass bottles, metals, and everything from household trash to industrial waste.

The project team is monitoring the brook with wells, as the brook was taking on most of the ground water during clean-up efforts. This has now stopped and the ground water is being redirected to the retention basin where the water is cleaned through the treatment plant.

The Selectmen also asked miscellaneous questions such as the landownership (the town owns the land and will retain ownership) and if the land could also be converted into a solar panel site. The slopes on the land are designed specifically for the capping and could take solar panels, but the panels would need to be specially designed to match its footings to the slope. Mr. McElroy noted that it could be up to 30 years for the site to be fully clear, and exact timing of when the land could be released cannot be determined until testing begins.

The Selectmen thanked Mr. McElroy and his team for their vigilance to the project and appreciate all the work and effort so far.

### **Residents**

Mr. Johnson opened the meeting up for public comment; no one present came forward to speak.

### **Town Manager Performance Appraisal**

As part of the Town Manager's contract with the Town of Tewksbury the Board of Selectmen are obligated to perform three tasks 1) establish the Town Manager's goals and objectives –this was done at a previous meeting; 2) conduct a performance appraisal; 3) address by contract any adjustments to compensation. Performance appraisal is the next step in process. Due to open meeting bylaws, it is required to annually discuss negotiated compensation for the Town Manger's position and conduct a performance evaluation in an open meeting. Members may choose to submit the review in written format or give verbally. An outline of topics was given to the Selectmen; however, they are welcome to add any comments as see appropriate. The Selectmen comments were given as noted:

### **Scott Wilson**

Mr. Wilson presented a written copy of his review as well as verbal comments.

- Good capital plans in place projected for next 10 years
- Excellent work on refinancing the town's sewer debt--good opportunity; and continues to review and make the town debt better for residents
- Tough personnel issues, is decisive and pulls all departments forward
- Planning and prep for each budget has allowed town to add to stabilization fund; and allows town to absorb cuts from the state while managing spending
- Budget financials become easier each year for residents to follow and feel comfortable with
- This year was one of the smoothest years in the history of budgeting process and easy to follow
- Direction/supervision: Weekly meetings create much needed collaboration; and team relies on him as their boss and rely on each other to share in the responsibility to run the community
- Organization relations: continues to follow up with residents and keeping accountable, for projects such as on the town hall renovation, Sutton Brook always knows the answers
- Always challenge of how to get information out to the residents, but good progress on social media
- Community relations: handle information that comes in, works with department heads and gets back quickly to residents
- Personal qualities: defends principals, and maintains high standards of ethics, honesty and integrity and professionalism—off the charts; well respected by other communities that surround us
- Respected by Selectmen and residents and tremendous amount of respect outside of the community
- 29.25 points out of 30 = 97.5% or A+
- Challenges presented to community continue to deal with and continue to motivate the staff—know there is still work to do and performance this year was outstanding

**Town of Tewksbury  
Town Manager Performance  
Evaluation Form**

**Rating:** Scale (1 2 3 4 5)

- 1. Fails to meet standard
- 5. Meets and exceeds standards

4.8 Score

1. Managerial Skills (1 2 3 4 5):

- Organization and Planning 5
- Written communications/reports 5
- Ability to develop alternative options and course of action 5
- Creativity/innovation 4
- Decisiveness 5
- Completion of tasks assigned/undertaken 5

Comments:

Capital Plans in place, Water+sewer rates projected out 10<sup>th</sup> year:  
Weekly reports on dept. head activity, projects & town events.  
Alt plan on sewer recently (refi), makes tough personnel  
decisions and continues to pull our town forward.  
2. Budget Preparation and Administration (1 2 3 4 5) 5 Score

- Accuracy of budget information 5
- Monitoring of budget during the year 5
- Responsiveness to Town needs and policy goals 5
- Managing the budget process 5

Comments:

Richard's planning + prep that goes into each budget  
has allowed us to add to stabilization fund, allows  
us to absorb cuts from state, while managing spending

3. Direction/Supervision of Department (1 2 3 4 5) 5 Score

- Leadership provided to departments in addressing Town issues and policies 5
- Coordination of projects/services 5
- Supervision and personnel management 5

Comments:

Richard's weekly meetings allow for much collaboration  
among departments. Richard manages many projects but  
his execution & follow through on HS was exceptional.  
Richard continues to hold people accountable  
and deals with tough decisions.

4. Organization Relations (1 2 3 4 5)

4.7 Score

- Responsiveness to and communications with Board of Selectmen and Finance Committee
  - Preparation of Board of Selectmen agenda information 5
  - Town Meeting Preparation 5
  - Techniques and responses to requests for information 4

Comments:

Richard always has the answers + info needed for the BOS + more importantly the town. We still need to continue to work on the best ways to comm. w/public.

5. Community Relations (1 2 3 4 5)

4.75 Score

- Handling of public information requests/complaints 5
- Relations with other public groups and organizations 5
- Public presentation/education 5
- Involvement in community activities 4

Comments:

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6. Personal Qualities (1 2 3 4 5)

5 Score

- Defends his/her principles 5
- Maintains high standards of ethics, honesty and integrity in personal and professional matters 5
- Earns respect among professional colleagues 5

Comments:

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Additional

Comments:

29.25 out of 30 = 97.5% (A+)

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### David Gay

- Had the opportunity to be on the board when the transition was made from the former town manager, and feel it was one of the best moves the town has ever done
- Takes time out every week to submit an update, and takes time on Sunday afternoons so all have by Monday morning; it is a huge guidepost for to stay informed and appreciates this as it is a huge amount of work
- Decisiveness—very linear and very clear there is no ambiguity on what working on
- Very good leadership
- Extremely clear with communications, all tasks completed in a timely manner and keeps the board notified of progress and decisions
- Budget presentation is excellent by the way information is conveyed, should be a higher score than 5; meets with board regularly and thoroughly informs all of the budget and reasons behind the way it is structured
- Responsiveness to town needs and goals always respond as quickly as possible; town is served well in the timeliness of responses
- Direction and supervision of departments giving top scores; had department heads in a couple weeks ago and could tell from comments they made that they have a good handle on what they can do and how to keep a handle on running all aspects of the town functions and how to keep running efficiently
- Organization Relations: Selectmen meeting agendas are easy for all to understand and clear to all to give meaningful feedback—office staff does a tremendous job keeping this going
- Community relations: public events committee would be crippled without you; DPW and Police and Fire all collaborate to work with group of volunteers; i.e. Fall Harvest Festival had police bail out the traffic jams
- Work very closely on all events, make time for all individuals if needed to move items forward; very easy to work with
- Has a calm composure and works through all issues presented
- All categories have top grades

### James Wentworth

- Allot of what has been commented on has already been said within the board meetings—however now it is official; great to have a solid working relationship and can talk about all things discussed
- Weekly reports are incredibly thorough and Selectmen may not know it all or every detail but because of the report can discuss intelligently
- Creativity as a member of the public events committee by giving solutions to potential problems or alternatives to ideas that might not be possible
- Sewer budget options good creativity
- Budget presentation is top notch; and the updates are very good; great a communicating why decisions are being made
- Appreciate fairness to all departments and how limitations are discussed--why can't and why can fund departments for different reasons; while all departments will push for what is needed they each have respect for what the Town Manager is trying to accomplish
- Always willing to meet with Selectmen to discuss any issue.
- Regularly scheduled meetings good communication with residents and department heads is a great addition to the town and is a valuable resource
- All the resident communication through Facebook, Twitter and the town website is excellent
- Both the Town Manager and town offices respond to issues and concerns very well
- Very respectful and trustworthy in all dealings and Selectmen feel what is being told is the truth
- Pleasure to work with you this past last year

### Bruce Panilaitis

- Budget issues able to run numbers quickly and accurately, and give multiple options when needed, especially with the water and sewer rates this year
- Weekly meetings with the staff; Mr. Panilaitis has tried to make as many as possible, feel department heads is a good group, meetings are interesting and well run and clearly a professional and mutual respect at the meetings which is a reflection of Mr. Montuori's leadership
- Residents are well served by Mr. Montuori and his staff
- One critic is not good at delegation; and concern is how the level of work can wear on him and his ability to maintain the work level; there is a need for an assistant town manager or a staff member who can be delegated to handle the middle management type work, especially with budget preparation; office staff does a wonderful job, but there is a true need for a middle level of management
- Weekly reports are outstanding and make Selectmen's job easier

### Todd Johnson

- Works for the Board of Selectmen, misperception that when the town manager does homework and does a good job there is not a lot of debate from the Board members and should not be perceived as members just going along with i.e. "the tail wagging the dog"--this is not true
- The values Mr. Johnson personally wanted in a town manager for the Town of Tewksbury is what Mr. Montuori is projecting
- There is an extraordinary level of trust and credibility along with a high ethical standard and applies to any and all individuals who works in any capacity with the town
- Is reasonable, level headed, well spoken and thoughtful which lead to a positive end result
- All positive comments stated tonight does not mean we can't do better, even with all of the issues the community is facing
- Consider the town manager to be a partner
- Works together for the community
- Also agrees with Mr. Panilaitis to build bench strength as have concerns about overdependence on town manager from a fiduciary responsibility and the Selectmen have all expressed options and steps in direction.
- The town is in a much better place than when he started, Mr. Montuori shows up every day and gives 100%; thank you for the good work

Mr. Montuori responded with gratitude for the kind words. He agrees about needing to delegate and it is time for an assistant to assist with the work in the office and hopefully can address in the near future. Department heads are a terrific group, a lot of what was mentioned tonight, the credit goes to them. The budget has gone much more smoothly and is now in a good routine. The addition of Dave Aznavoorian as Chair with Finance Committee has made things easier. In the 20 years he has been doing this line of work, this is a great, great group to work with. He thanked his staff, the Board of Selectmen, and noted there is still a lot of work to do.

The Chair noted since the town manager's goals and performance appraisal process was complete they can now discuss compensation. At the beginning of the year a place holder was left in the budget for a monetary contractual increase. Mr. Wilson stated all employees received a 2% raise, and requested to retroactively provide the town manager a 2% raise.

**MOTION: Mr. Wilson made the motion to implement a 2% raise for the Town Manager retroactively from July 1, 2014; seconded by Mr. Gay the motion carried 5-0.**

## **New Business**

### **2015 License Renewals**

The Chair read off named parties whose licenses will be tabled until the next meeting. The Selectmen requested the Town Manager and his team to reach out to these license holders to see if some attention could be made to pay the outstanding balances. Some amounts are \$100 and some multiple thousands of dollars, and the Selectmen would like communication from the license holders on these matters.

License holders named to be tabled were:

#### **Class II**

Advanced Auto Sales  
Lowell Transportation  
Vitale Family Auto, LLC d/b/a Auto Nation

#### **Common Victuallar**

Angelina's Italian Restaurant  
Capellinis' Restaurant  
Dandi Lyons  
Longs Kitchen  
Maverick's Restaurant & Lounge  
North End Diner and Pizzeria  
Pho and Roll  
Skewers Wood Grill  
Villa Roma Pizza

#### **Automatic Amusement**

Maverick's Restaurant & Lounge

#### **Entertainment**

Angelina's Italian Restaurant  
Capellinis' Restaurant  
Jon Ryan's Pub  
Maverick's Restaurant & Lounge

**MOTION:** Mr. Gay made the motion to table all license holders named as stated in the minutes of December 2, 2014 until the next regular scheduled meeting; seconded by Mr. Wilson and the motion carried 5-0.

#### **Renewal 2015 Liquor Licenses**

\*A complete listing of all license holders is attached as Appendix A of the December 2, 2014 minutes.

#### ***Restaurant All Alcoholic***

The quota allowed is 30, Tewksbury has issued 23 and 7 licenses are available.

**MOTION:** Mr. Wilson made the motion to approve the Restaurant, All Alcoholic Licenses, as presented subject to the renewal affidavit and payment received in the office of the Board of Selectmen on or before November 28, 2014 and current payment of all

real estate taxes, water and sewer bills; the motion was seconded by Mr. Wentworth and the motion carried 5-0.

#### *Restaurant Wine and Malt*

The quota allowed is 6, Tewksbury has issued 5 and 1 license is available.

**MOTION:** Mr. Gay made the motion to approve the Restaurant Wine and Malt as presented, subject to the renewal affidavit and payment received in the office of the Board of Selectmen on or before November 28, 2014 and current payment of all real estate taxes, water and sewer bills; the motion was seconded by Mr. Wentworth and the motion carried 5-0.

#### *Clubs*

There are six license holders in Tewksbury for Clubs.

**MOTION:** Mr. Panilaitis made the motion to approve the Club Licenses as presented, subject to the renewal affidavit and payment received in the office of the Board of Selectmen on or before November 28, 2014 and current payment of all real estate taxes, water and sewer bills; the motion was seconded by Mr. Gay and the motion carried 5-0.

#### *All Alcoholic Retail Package Goods*

The quota allowed is 6, Tewksbury has issued 6 licenses and 0 licenses are available.

**MOTION:** Mr. Wilson made the motion to approve the All Alcoholic Retail Package Goods Licenses as presented, subject to the renewal affidavit and payment received in the office of the Board of Selectmen on or before November 28, 2014 and current payment of all real estate taxes, water and sewer bills; the motion was seconded by Mr. Panilaitis and the motion carried 5-0.

#### **Renewal 2015 Common Victualler Licenses**

**MOTION:** Mr. Panilaitis made the motion to approve the Common Victuallar Licenses as presented, with the exception of the named parties previously noted. These licenses are subject to 1) current payment of all real estate taxes, water and sewer bills and 2) food service permit from Board of Health has been received; the motion was seconded by Mr. Wentworth and the motion carried 5-0.

#### **Renewal 2015 Class Licenses**

**MOTION:** Mr. Wentworth made the motion to approve the Class I, Class II and Class II Licenses as presented, with the exception of the named parties previously noted. These licenses are subject to 1) renewal affidavits received in the Office of the Board of Selectmen on or before November 28, 2014; 2) current payment of all real estate taxes, water and sewer bills and 3) a favorable inspection by the Building Department has been conducted; the motion was seconded by Mr. Wilson and the motion carried 5-0.

#### **Renewal 2015 Amusement Devices Licenses**

**MOTION:** Mr. Wilson made the motion to approve the Amusement Licenses as presented (total of 10), with the exception of the named parties previously noted. These licenses are subject to 1) current payment of all real estate taxes, water and sewer bills and 2) a favorable inspection by the Police Department has been conducted; the motion was seconded by Mr. Panilaitis and the motion carried 5-0.

#### **Renewal 2015 Entertainment Licenses**

**MOTION:** Mr. Gay made the motion to approve the Entertainment Licenses as presented, with the exception of the named parties previously noted; these licenses are subject to current payment of all real estate taxes, water and sewer bills; the motion was seconded by Mr. Wilson and the motion carried 5-0.

#### **TJ Callahan's Pub—requests special entertainment hours March 17, 2015**

**MOTION:** Mr. Wilson made the motion to approve the request for a modification to the Entertainment License for Cararyan Corporation d/b/a TJ Callahan's Pub for Tuesday, March 17, 2015 from 9 p.m. to 12:30 a.m.; the motion was seconded by Mr. Wentworth and the motion carried 5-0.

#### **Maverick's—renewal of pool table license**

**MOTION:** Mr. Gay made the motion to table the pool table license for Maverick's to December 16, 2014; the motion was seconded by Mr. Panilaitis and the motion carried 5-0.

#### **Other Business: Tennessee Gas Pipeline**

The Board took out of order Board Member reports as Mr. Wilson requested to discuss the recent activities on the Tennessee Gas pipeline as he is the Selectmen Representative for the coalition.

The Tewksbury Selectmen has taken a position to take next few months to gather information and become part of the coalition. They have no official negative or positive position on matter. More recently Tennessee Gas has proposed a new route up through New Hampshire which will bring the route back into Massachusetts. This change doesn't remove current safety issues or concerns. The Tewksbury proposed routes have not changed. The coalition is asking Tennessee Gas for other options to consider. The coalition has also requested a report on the energy crisis to be sure the pipeline is the right solution in this area. The report was documented by independent research. It is expected in early January there will be more scheduled meetings in the community—meetings were postponed until after the report came out. It is an urgent issue but is a very long process. Mr. Wilson will continue to report when there is new information provided.

The project affects 40 to 50 parcels and some residents have given permission for Tennessee Gas to survey. It was been stated the likelihood of an accident would be once every 400 years.

Mr. Wentworth asked if the goal of coalition to stop the pipeline or to balance the impact and the risks. Some members of the coalition wish Tewksbury took a stronger position to oppose to the project, however without all the information the Town is not clear what the best direction is. Tewksbury is a member of the coalition.

Mr. Panilaitis commented on the alternative routes as two of the alternative routes would impact Tewksbury more than originally proposed. One route runs completely down Route 93 and wouldn't impact Tewksbury at all; and with each alternative route Kinder Morgan has a reason why the project should to keep to the original plan. Personally he is not convinced this pipeline is a necessity in the Northeast. The coalition took the right approach to have a working relationship with the company to affect change on the pathway if it does come in. This is going to be decided on the federal level. It may be reasonable to make a filing with FERC just to comment on the alternative route and would favor a route that does not affect Tewksbury.

Mr. Johnson noted the town staff has worked to put on town website information for residents to research—it is important to note this is available but certainly residents can use other means of information. The Selectmen haven't taken a position officially; however inadvertently may have taken a position as the town has not allowed surveys to take place on town owned properties—and does not present a positive position. The Board of Selectmen ultimately does not have much input but the Conservation Commission could have more impact on the plan as it may affect wetlands and encouraged more communication with the Conservation Commission.

It was clarified that most of the involvement has been by residential concerns and involve town representatives but no direct town involvement.

Right now need to have residents to be engaged, as Selectmen and Town representatives are engaged and are aware of what is going on—just because the Selectmen have not taken a position doesn't mean they are not involved. Other communities are having resident meetings and these statements need to be heard directly from the residents to the appropriate parties as the Selectmen have not jurisdiction on this issue.

The Selectmen agreed to make know their position to select the route that does not affect Tewksbury. Mr. Wilson and Mr. Panilaitis will collaborate and draft correspondence for review at the next meeting on December 16<sup>th</sup>.

#### **Steven Spencer—Disclosure by Municipal Employee – Snow Plowing**

Mr. Stephen Spencer, a non-elected official as a Tewksbury Firefighter is disclosing his contract to snowplow for the Tewksbury Department of Public Works. These services will be provided outside his normal working hours as a municipal employee, the services are not required as part of his regular duties as a municipal employee, and he will not be compensated for more than 500 hours during a calendar year.

**MOTION: Mr. Gay made the motion to accept the disclosure provided by Mr. Stephen Spencer as presented; seconded by Mr. Panilaitis and the motion carried 5-0.**

#### **Town Manager**

#### **Charles J. Zaroulis, Senior Town Counsel Invoice—October, 2014**

No invoices were approved by the Board for Senior Town Counsel Invoices.

The Board did make a motion to approve Town Counsel invoices from Feeley & Brown P.C. in the amount of \$4,597.50.

**MOTION: Mr. Wilson made the motion to approve Town Counsel's invoice in the amount of \$4,547.50 as recommended by the Town Manager; seconded by Mr. Panilaitis and the motion carried 5-0**

**Other Business: Land Sale**

The town did conduct a land sale on a private property as a test. The town manager is now trying to finalize a larger group of unbuildable lots that residents may have interest in buying. The test case was Map 81, Lot 9 on Oak Street; minimum price was set at \$5,330 and the abutter Joseph and Stacey Lester made the bid on the property. Town Counsel has been working with their attorney to finalize the deed. Mr. Montuori is asking for the Selectmen's approval of this sale. All proceeds will go to free cash.

**MOTION: Mr. Wilson made the motion to authorize the Town Manager to execute the deed for the sale of Map 81, Lot 9 located on Oak Street in Tewksbury, Massachusetts; seconded by Mr. Panilaitis and the motion carried 5-0**

Also noted tonight was the **Tewksbury Police Department was the recipient of a Traffic Enforcement Grant** in the amount of \$12, 500 and can use \$2,500 for each of the following programs: Speed and Aggressive Driving, Drive Sober or Get Pulled Over, Distracted Driving, Click It or Ticket, and Drive Sober or Get Pulled Over. Congratulations to the police department for their diligence on applying for this grant

Mr. Johnson also distributed the **potential meeting dates for 2015** and asked for the Board to review the dates to be sure they are acceptable. They will be voted on next regular scheduled meeting.

**Outstanding Minutes: November 18, 2014**

Mr. Panilaitis noted the November 18<sup>th</sup> minutes were very extensive and not ready for approval.

**Board Member Reports**

**Scott Wilson:**

No report

**Bruce Panilaitis:**

- Economic Development Committee meeting early morning tomorrow
- Town Center Committee has not met and will need to meet on plans
- Rail Trail information session will have an informational meeting at TMHS from 4-8 p.m. on December 11<sup>th</sup>
- Tewksbury Habitat for Humanity Build group is auctioning off a playhouse and all proceeds will go to the house project

**David Gay:**

- LRTA meeting Thursday night so no update
- Activities Friday night, December 7<sup>th</sup> with the Congregational Church Pie Social and Festival of Trees at the Public Library from 2:00 to 5:00 p.m. for the town's Festival of Lights; will host Mr. and Mrs. Claus for this event!

**James Wentworth:**

- Community Preservation Committee not meeting until January

- Thanked police and fire for their work as there was a bad accident in front of Vic's Waffle House and response was pretty amazing

**Todd Johnson**

- Attended the meeting with the hired consultant for the master plan, held as an informational session for Selectmen members—the consultant did a very good job
- Economic Development Process Review Committee met last Monday and was a productive meeting; have 2 openings on committee and will set up an interviews for these positions
- Disclosure about holiday party for Selectmen was made and there will be no business discussed during the event

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The next regularly scheduled Selectmen's Meeting Tuesday, December 16, 2014 at 7:00 p.m.

***Adjournment***

**MOTION: Mr. Wentworth made the motion for the Board to adjourn at 9:10 p.m.; Mr. Gay seconded, and the motion carried 5 to 0.**

*Approved by the Board of Selectmen on January 13, 2015*

**APPENDIX A**

<b>QUOTA: ALLOWED-30 - ISSUED - 23 AVAILABLE -7</b>	
<b>Restaurant, all alcoholic</b>	
<b>Section 12 \$2,500.00</b>	
Al Fresca Ristorante	
1768 Main Street - # 3	
Angelina's Italian Restaurant & Pizzeria	
1866 Main Street	
Applebee's Neighborhood Grill and Bar mail: Apple New England LLC	
85 Main Street P.O. Box 507, West Linn, Oregon, 97068	
Cappellini's	
896 Main Street	
Chopsticks Express Chinese Restaurant	
910 Andover Street	
Deli King	
885 Main Street	
Jade East Restaurant	
433 Main Street	
Jon Ryan's Pub	
1795 Main Street	
Kyoto of Tewksbury, Inc.	
1487 Main Street	
Longhorn Steak House (mail renewal: PO Box 695016, Orlando, FL 32869)	
1900 Andover Street	
Luna Rossa	
1699 Shawsheen Street	
Mangoes Thai Cuisine	
2171 Main Street	
Mavericks Restaurant & Lounge	
2212 Main Street	
99 Restaurant and Pub	renewal ATTN: License Compliance
401 Main Street	3038 Sidco Drive, Nashville, TN 37204
Oscar's Pinata's, Inc.	
346 Main Street	







<b>All Alcoholic Retail Package Goods- QUOTA 6, ISSUED 6, 0 AVAILABLE</b>
<b>Section 15 \$1,800</b>
Aubut's Liquors, Inc. 1768 Main Street
JC Spirits 1699 Shawsheen Street
Main Street Liquors, Inc. 391 Main Street
Oakdale Liquors 1900 Main Street
Smitty's Liquors 1091 Main Street
Stadium Liquor Mart 10 Main Street
<b>Wine and Malt Retail Package - QUOTA 6, ISSUED 6, 0 AVAILABLE</b>
<b>Section 15 \$1,200</b>
Crystal General Store 1120 Main Street
Hobart's Country Store 2514 Main Street
Pete's Variety and Package Store 420 Woburn Street
Sam's Variety 2316 Main Street
Tewksbury Convenient Store 156 Shawsheen Street
White Dove Pantry 910 Andover Street

<b>Common Victualler Renewal List</b>	<b>\$50.00 Fee</b>	<b>Date Paid</b>
Al Fresca Ristorante		
1768 Main Street – Unit #3		
Angelina’s Italian Restaurant & Pizzeria		
1866 Main Street		
Anthony’s Roast Beef		
1921 Main Street		
Applebee’s Neighborhood Grill & Bar		
85 Main Street		
Bradford Lantern Cafe		
853 Main Street		
Burger King Restaurant		
1965 Main Street		
Burger King		
85 Main Street		
Café Sicilia		
1300 Main Street		
Cappellini’s		
896 Main Street		
Chopsticks Chinese Restaurant		
910 Andover Street		
Corporate Chef’s Inc.		
2 Highwood Drive	mail: 22 Parkridge Rd, Haverhill, 01835	
Cracker Barrel		
1795 Andover Street	P.O. Box 787, Lebanon TN 37088 – Marsha Slider	
Crystal General Store		
1120 Main Street		
Dandilyons		
2119 Main Street		
Disabled American Veterans Club		
180 Pond Street		
Donna’s Donuts, Inc.		
2106 Main Street		
Dunkin Donuts		
1992 Main Street	PO Box 189, Chelmsford, 01824	
Dunkin Donuts	PO Box 189, Chelmsford 01824	
1973 Main Street		
Dunkin Donuts	PO Box 189, Chelmsford 01824	
1699 Shawsheen Street		
Dunkin Donuts	PO Box 189, Chelmsford 01824	
381 Main Street		

Dunkin Donuts	PO Box 189, Chelmsford 01824
1220 Main Street	
Dunkin Donuts	PO Box 189, Chelmsford 01824
1700 Shawsheen Street	
Dunkin Donuts	P.O. Box 189, Chelmsford, MA 01824
1910 Andover Street	(Hess)
ExxonMobil Mart Station #01-JFA	
2 Main Street	
Frenchs	
825 Main Street	
Fresh Express	
1700 Shawsheen Street	(M113,L6)
Green's Frozen Yogurt	
2297 Main Street	
Giovanni's Roast Beef & Pizza	
2144 Main Street	
Hobart's Country Store	
2514 Main Street	
Holiday Inn (Tewksbury Hotel Associates d/b/a)	
4 Highwood Drive	
Hunan Wok Restaurant	
2290 Main Street	
IHOP Restaurant	
95 Main Street	
Jade East Restaurant	
433 Main Street	
Jimbo's Famous Roast Beef and Seafood	
616 Main Street	
Jon Ryan's Pub	
1795 Main Street	
Knights of Columbus	
2068 Main Street	
Kyoto Japanese Steak House	
1487 Main Street	
Lifes Too Short, Inc. (ExxonMobil)	
1785 Andover Street	
Lisa's Family Pizzeria	
2312 Main Street	
Longhorn Steak House	Attn Licensing, PO Box 695016, Orlando, FL 32869
1900 Andover Street	
Long's Kitchen	
1866 Livingston Street	

Long Meadow Golf Club (165 Havilah Street, Lowell)
939 Andover Street
Luna Rossa
1699 Shawsheen Street
Mac's Dairy Farm
1863 Main Street
Main Street Pizza & Seafood Restaurant
1268 Main Street
Mangoes Thai Cuisine
2171 Main Street
Mavericks Restaurant and Lounge
2212 Main Street
McDonald's Corp.
1928 Main Street
McDonald's Corp.
1915 Andover Street
Meadowland Ice Cream (mail to Priscilla Partyka, 35 Nob Way Lowell 01852)
328 North Billerica Road
Merrimack Valley Pavilion
2087 Main Street
Mirabella's Bakery
836 Main Street
99 Restaurant & Pub
401 Main Street
North End Diner & Pizzeria
910 Andover Street
Orange Leaf Frozen Yogurt
345 Main Street – Unit A-1
Oscar's Pinata's Inc.
349 Main Street
Origin Thai Bistro
1699 Shawsheen Street, Unit #2
Papa Gino's
1900 Main Street
Papa Gino's
553 Main Street
Piezano's Pizzeria
2290 Main Street
Pizza Mia - Paul Huebner
1475 Main Street
Perfecto's Caffe (Caffe 38, Inc.)
1900 Main Street – Unit #2

Residence Inn Boston - Tewksbury (Marriott)
1775 Andover Street
Route 38 Cafe
2493 Main Street
Sal's Just Pizza
2500 Main Street
7-Pantry
1699 Shawsheen Street
Skewer's Wood Grill
1060 Main Street
Subway (Summit Food Corp. dba)
333 Main Street
Subway
1700 Shawsheen Street
Subway
1899 Main Street
Sky Box
553 Main Street
Tedeschi Food Shops
2280 Main Street
Tewksbury Convenient Food Market
156 Shawsheen Street
Tewksbury Country Club Events, Inc.
1880 Main Street
TJ Callahan's
1475 Main Street
Tewksbury Mobil
940 Andover Street
Tewksbury Deli King
885 Main Street
Tewksbury House of Pizza and Seafood
2254 Main Street
Tewksbury Shell
1975 Main Street
Tewksbury State Hospital Cafe ATTN: Mark Richard-Café Manager)
365 East Street (Sodexo USA, Inc.)
Tewksbury/Wilmington Elks
777 South Street
Tewksbury V.F.W. Post #8164
87 Vernon Street (mail PO Box 328)
Top Garden
1921 Main Street



**2015 Class I, II, III Renewals Fee \$100.00**

**Class I**

Atamian Volkswagen, Inc.	150 Main Street
AutoFair Nissan of Tewksbury	623 Main Street
Danvers-TII, Inc. d/b/a Ira Toyota II/Ira Scion II	468 Main Street
McDevitt Trucks, Inc.	939 and 939A East Street

**Class II**

A & B Automotive Inc.	1258 Main St
Action Rentals, Inc. d/b/a U-Save Car Sales	2195 Main Street
Advanced Auto Sales, LLC	818 Main Street
AutoFair Nissan of Tewksbury	623 Main Street
Bay-4 Motor Sports, Inc.	1615 Shawsheen Street, Unit 4
Boutiette's Auto Body, Inc.	2115 Main Street
Domenic Germano	975 East Street, mail 1830 Main Street
Lowell Transportation Inc.	911-913 East Street
New England Collision Service Center, Inc.	11 Kittredge Avenue
M C Raad Realty, LLC	1 Main Street
Tewksbury Automotive Repair Company, LLC	820 Livingston Street -- Unit 12
Vitale Family Auto, LLC (	2185 Main St.(mail: 21 Shawsheen Ave, Wil.)
VKD Corporation	1875B Main Street
Wing's Used Auto Parts, Inc.	1628 Shawsheen Street

**Class III**

Penny's Auto Body	11 Kittredge Avenue
Wing's Used Auto Parts, Inc.	1628 Shawsheen Street

<b>2015 Automatic Amusement Device License Renewal</b>		
<b>Following are \$75.00 per device</b>		
Breakaway Ice LLC		
20 Carter Street	9 machines	
		<b>\$675.00</b>
DAV Chapter 110		
180 Pond Street	6 machines	<b>\$450.00</b>
Knights of Columbus		
2068 Main Street	1 machine	<b>\$75.00</b>
Oscar's Pinata		
346 Main Street	1 video bowling machine, 1 video machine	<b>\$150.00</b>
Mavericks		
2212 Main Street	one golf game, one car game	<b>\$150.00</b>
Merrimack Valley Pavilion		
2087 Main Street	18 machines	<b>\$1350.00</b>
Skybox		
		<b>\$225.00</b>
553 Main Street	3 video machines	
TJ Callahan's		
1475 Main Street	2 video games	<b>\$150.00</b>
Tewksbury/Wilmington Elks		
		<b>\$375.00</b>
777 South Street	5 machines	
V.F.W. Post #8164		
		<b>\$375.00</b>
87 Vernon Street	5 machines	

<b>2015 Entertainment License Renewal List</b>	<b>\$25.00 Fee</b>	<b>Date Paid</b>
Angelina's Italian Restaurant & Pizzeria		
1866 Main Street		
Applebee's		
85 Main Street		
Cappellini's		
896 Main Street		
Deli King		
885 Main Street		
Disabled American Veterans Club		
180 Pond Street		
Holiday Inn		
Four Highwood Drive		
Jon Ryan's Pub		
1795 Main Street		
Knights of Columbus		
2068 Main Street		
Kyoto Japanese Steak House		
1487 Main Street		
LongHorn Steakhouse		
1900 Andover Street		
Long Meadow Golf Club		
435 Andover Street (mail 165 Havilah Street, Lowell)		
Mavericks Restaurant and Lounge		
2212 Main Street		
Oscar's Pinata's Inc.		
349 Main Street		
Papa Gino's		

1900 Main Street

Skybox

553 Main Street

Tewksbury Country Club Events, Inc.

1880 Main Street

Tewksbury/Wilmington Elks

777 South Street

Tewksbury V.F.W. Post #8164

87 Vernon Street (mail PO Box 328)

TJ Callahan's

1475 Main Street