



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

TODD R. JOHNSON, CHAIRMAN  
BRUCE PANILAITIS, Ph.D., VICE CHAIRMAN  
MARK S. KRATMAN, CLERK  
DAVID H. GAY  
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**MEETING MINUTES  
SEPTEMBER 15, 2015**

Chairperson Todd Johnson called the meeting to order at 6:30 p.m. Present for the Board of Selectmen meeting were Bruce Panilaitis, David Gay, and Mark Kratman.; Town Manager, Richard Montuori; was also present. Selectman, James Wentworth was not present.

**October Special Town Meeting Warrant—to be signed**

**MOTION: Mr. Gay made the motion to execute the warrant for the Special Town Meeting to be held on October 6, 2015 at 7:00 p.m. at Tewksbury Memorial High School; Mr. Panilaitis seconded, and the motion carried 4 to 0.**

**Citizen Activity Form—Michael J. Martin**

This application received from Michael J. Martin of Fiske Street is for the Massachusetts Cultural Council. This position is for a three-year term. The Selectmen were in agreement no interviews for this position was necessary.

**MOTION: Mr. Panilaitis made the motion to appoint Michael J. Martin to the Massachusetts Cultural Council effective immediately through June 30, 2018; Mr. Gay seconded, and the motion carried 4 to 0.**

**Citizen Activity Form—Julie V. Bonavita**

The Selectmen's office has received an application from Ms. Julie V. Bonavita for an appointment to the Public Events and Celebrations Committee. Since the agenda for tonight's meeting was published, the Selectmen's office has also received applications from Ms. Denise Frost and Ms. Theresa Nugent. Currently there are only two official openings on the Public Events and Celebrations Committee. Mr. Gay, the Selectmen Representative to this committee, explained to the board that all three women volunteered on Sunday for the Harvest Festival. He further noted it is the intention of the committee to give Ms. Bonavita priority as she put her application in before the others. Mr. Gay also proposed to expand the committee by one member giving all three applicants the ability to be appointed. As all three applicants volunteered on Sunday, many of the committee members has the opportunity to meet these ladies and liked them very much. The consensus of the committee is all applicants would all be a good fit to the committee.

**MOTION: Mr. Gay made the motion to expand the Public Events and Celebrations Committee by one member totaling a nine member committee; Mr. Panilaitis seconded, and the motion carried 4 to 0.**

Mr. Gay on behalf of the Public Events and Celebrations Committee vouched for all three individuals as they brought allot of enthusiasm to the event on Sunday and understood the mission of the committee. He recommended approving all three applications.

**MOTION:** Mr. Gay made the motion to appoint Mrs. Theresa Nugent, Ms. Julie Bonivita and Ms. Denise Frost to the Public Events and Celebrations Committee effective immediately through June 30, 2015; Mr. Panilaitis seconded, and the motion carried 4 to 0.

### **Town Manager**

#### **Senior Town Counsel Invoice—July, 2015**

**MOTION:** Mr. Gay made the motion to approve the invoice for Senior Town Counsel in the amount of \$7,180.64 for the month of July 2015; Mr. Kratman seconded, and the motion carried 4 to 0.

#### **Economic Development Committee—Structure & Mission Statement**

EDC Structure and Mission Statement were tabled to September 29<sup>th</sup> as the information did not make into the pre-reads for the meeting.

#### **Other Business**

Mr. Montuori presented a grant for restriction for limited discharge for dredging and fill material at 1438 and 1470 Main Street. This is a standard deed restriction and would need to be approved by the Selectmen and the Conversation Commission. The Selectmen could approve this subject to Town Counsel and the Conservation Commission approval. The restriction is needed for environmental regulations as there is a wetland crossing adjacent to the property. The deed restriction will assure there will be no further wetland impact in this area.

**MOTION:** Mr. Panilaitis made the motion execute the deed for 1438 and 1470 Main Street subject to the review and approval by Town Counsel and the Conservation Commission; Mr. Kratman seconded, and the motion carried 4 to 0.

Mr. Montuori reported that votes were taken in Chelmsford and Dracut regarding the regional call center. Dracut passed but Chelmsford was defeated. Lowell voted the plan was defeated. Mr. Montuori has not given up hope on the project and will continue to work with Dracut and rerun the numbers. All along the town has maintained this is not about cost savings rather it is about providing a more efficient call center and state of the art facility. The report is being updated more information will be forthcoming at the September 29<sup>th</sup> meeting.

#### **Residents**

There were no residents in the audience who came forward to speak.

**Outstanding Minutes: August 18, 2015 (regular session); August 26, 2015 (regular & executive session); Board Clerk Minutes: July 14, 2015 (executive session)**

The minutes were not presented to be approved and will be put on the agenda for September 29<sup>th</sup>. It was noted the July 14<sup>th</sup> executive session has already been approved.

**Board Member Reports**

**David Gay**

- Fall Harvest Festival was not as well attended due to the rain, however the festival still had 2,800 attendees; he thanked Mr. Montuori and all department heads who helped to facilitate the logistics—thanks goes out to Chery Gay, the committee, and all the residents who came out for the event
- Attending meeting with NMCOG tomorrow night; there will be a changing of the officers—he was very surprised at some of the fellow members of this committee who voted against the regional dispatch center
- The Chair requested an updated roster from NMCOG and Mr. Gay agreed take care of this

**Bruce Paniliatis**

- Thanked Mr. Wentworth, Mr. Kratman, School Committee Member Jayne Miller and Planning Board Member Vinny Fratalia who all participated on a cold rainy Sunday at the Harvest Festival the dunk tank; in total raised \$800 for the Tewksbury Habitat for Humanity and the Tewksbury Food Pantry; who will split these proceeds.
- The Economic Development Committee will meet in early October and get on a regular schedule.

**Mark Kratman**

- Beautification Committee is excited about the switch boxes as 4 out of the 5 are almost completed
- Clean-up Day will be held on October 3, and he encouraged all to get involved—last year the town filled 4 to 5 dumpsters; please sign-up on line.

**Todd Johnson**

- Route 38 going very well, other than two motor vehicle accidents, looks very good won't be complete this year.
- Wamesit Park update: project went out to bid and came back with responses in the amount of \$130,000 for the project; only have \$90,000 allocated so the team will need to reevaluate—the project will likely fall into next year.
- Notices on School Committee agenda there was a place holder for a Green Committee report; as it was abolished by the Selectmen will rely on administrative updates; requested the Town Manager make sure the School Committee is aware of this matter.
- Finance Committee will hold a public hearing on September 23<sup>rd</sup> at 7:00 p.m. regarding the Special Town Meeting warrant articles.

- Town Hall is coming along well and continues to strive for a mid-October completion; the electricity was provided to the building and since then the construction has moved quicker on the final finish work and elevator upgrades.
- Sutton Brook activity; project going along with good progress

### **Sara Foley, Longhorn Steakhouse—Change of Manager**

Sara Foley was present on behalf of Rare Hospitality, Inc. d/b/a Longhorn Steakhouse for a Change of Manager Application. Longhorn Steakhouse is located on Andover Street in Tewksbury. The prior manager was Robert Stadtman and Sara Foley is the newly endorsed manager for the Tewksbury location. Ms. Foley is a current resident of Tewksbury and has worked for Longhorn Steakhouse for four years. She is familiar with this restaurant location as she completed her training there. A complete CORI was conducted with no issues. There were no further questions from the Board.

**MOTION: Mr. Gay made the motion approve the Change of Manager Application for Longhorn Steakhouse as presented; Mr. Kratman seconded, and the motion carried 4 to 0.**

*The Selectmen took a brief recess until 7:10 to conduct the next hearing.*

*Mr. Panilaitis left the meeting at this time to attend the visioning session for Town Center Master Plan which will be held this evening at 7:30 p.m. at the Senior Center.*

### **Crystal Circle Street Acceptance**

The Chair read the public notice into the record. The purpose of the hearing was for the acceptance of Crystal Circle to be laid out as a town way and for the town to expend Chapter 90 monies to make improvements to this road.

The Town Manager stated that DPW Superintendent Gilbert and he are working on a warrant article for the October Special Town Meeting for this street acceptance. The Planning Board met last night and approved the acceptance subject to the final approval of the DPW and the Town Engineer. Mr. Stephen Johnson, Chair of the Planning Board, sent correspondence to the Selectmen Chair Todd Johnson notifying the Selectmen of the Planning Board's approval in this matter.

Mr. Barry Solmon of OSB Builders, LLC is the developer for this street and was present for the discussion. He noted there are a few outstanding punch list items to be completed, but he is in full cooperation with town staff.

The Selectmen would like an update on the punch list items at the September 29<sup>th</sup> meeting, as they will need the status in order to recommend the article to town meeting for approval.

The Chair opened the hearing up for public comment; there were no residents in the audience who came forward to speak on this matter.

**MOTION: Mr. Gay made the motion to lay out the town way for Crystal Circle, subject to the final approval of the Town Engineer; Mr. Kratman seconded, and the motion carried 3 to 0.**

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The Selectmen's next meeting will be held on September 29, 2015 at 7:00 p.m.

*Adjournment*

**MOTION:** Mr. Kratman made the motion to adjourn at 7:18 p.m.; Mr. Gay seconded, and the motion carried 3 to 0.

*Approved by the Board of Selectmen on September 29, 2015*