BOARD OF SELECTMEN
TOWN OF TEWKSBURY
TOWN HALL
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Two new committees have been formed:

Open Space and Recreation Plan Committee – 2 year term, 5 resident appointments
Please see attached description

Zoning Bylaw Committee – 1 year term or upon completion, 3 members at large
Please see attached description

Please complete the Citizen Activity Form under Boards and Committees or call 978-640-4300 for an application

Open Space & Recreation Plan Committee

Members:	5
Appointed By:	The Tewksbury Board of Selectmen
Length of Term:	2 years
Appointments Made:	June 30
Committee Structure:	Chairman, Vice-Chairman and Clerk as determined by the Committee
Meeting Time:	As determined by the Committee and must be posted in accordance with the Open Meeting Law.

Description: The primary mission of the Open Space Committee includes updating the Open Space and Recreation Plan and implementing the Open Space and Recreation Plan after it is updated.

The Initiatives and Goals of the Open Space Committee include:

- updating the Open Space and Recreation Plan
- Identifying state and federal funding opportunities for open space protection;
- Working with Town Meeting in conjunction with other Town boards, commissions and officers to adopt planning, zoning and assessment practices and policies that reinforce the objective of preserving and acquiring open space in the Town of Tewksbury
- Working with private property owners and non-profit agencies to identify opportunities to preserve open space and work towards municipal/non-profit/land owner agreements to preserve open space in the town of Tewksbury
- Provide and maintain a diversity of conservation and recreation land uses, with opportunities for both passive and active recreation.
- Promote the development and maintenance of trails and trail linkages.
- Provide outreach to increase awareness among residents of the range of Tewksbury's open space and recreational assets.
- Facilitate the stewardship of open spaces.

The tasks of the Open Space Committee include:

- Gather data and make recommendations on the most important Open Space initiatives to be included in the Town's Open Space and Recreational Plan Update
- Perform other related projects as may be requested by the Board of Selectmen or Town Manager..

The Committee cannot sign or bind the Town to any contracts. Contracts must be presented to the Town Manager for prior approval and signature. All contracts and services for events must follow proper procurement and bidding procedures regardless of the funding source.

There is funding allocated for the revision of the Open Space and Recreation Plan update. Any additional funds will need Town Meeting approval.

Criteria for Membership:

- Five (5) residents appointed by the Board of Selectmen.
- All members must be properly sworn in by the Town Clerk.

Zoning Bylaw Committee

Members:	5
Appointed By:	The Tewksbury Board of Selectmen
Length of Term:	1 year or when work is completed whichever is sooner.
Appointments Made:	December 15, 2015
Committee Structure:	Chairman, Vice-Chairman and Clerk as determined by the Committee
Meeting Time:	As determined by the Committee and must be posted in accordance with the Open Meeting Law.

Description: The Committee will work to select a planning/ legal consultant to review and update Tewksbury's Zoning Bylaw. This review will look at the existing language of the bylaw to make sure that it is in compliance with the most recent edition of MGL Chapter 40A. The Committee will work with the Consultant, Planning Board, Zoning Board of Appeals, Economic Development Committee Town Counsel and Town staff to develop a bylaw that is consistent with the Town's Master Plan. Prompt and predictable permitting while protecting abutter's rights is a goal to be achieved through a new zoning bylaw. The project will include looking at the various zoning districts and determining whether the Community's objectives are being met. A draft zoning bylaw will be prepared for Town Meeting as an end result of this project.

Initiative and Goals:

- Hire consultant
- Review existing text and recommend updated language
- Review existing districts and recommend updates as necessary
- Prepare draft for Town Meeting vote

The Committee cannot sign or bind the Town to any contracts. Contracts must be presented to the Town Manager for prior approval and signature. All contracts and services for events must follow proper procurement and bidding procedures regardless of the funding source.

There is $50,000 no funding allocated for this Committee.

Criteria for Membership:

- 1 member of the Planning Board
- 1 member of the Board of Selectmen
- Three (3) members at-large appointed by the Board of Selectmen
- All members must be properly sworn in by the Town Clerk
- All member must comply with the State Conflict of Interest Law
- As Representatives of the Town members must have the ability to work well with others.

The Tewksbury Board of Selectmen by vote at a public meeting may from time to time make changes to this document or disband the Committee as deemed in the Town's best interest:

Approved by the Board of Selectmen at a meeting held

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Chairman of the Board of Selectmen Date

DRAFT