

**SELECT BOARD
MEETING**

FEBRUARY 10, 2026

SELECT BOARD OFFICE



**SELECT BOARD
TOWN OF TEWKSBURY
TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876**

MARK KRATMAN, CHAIR
ERIC RYDER, VICE CHAIR
RICHARD RUSSO, JR., CLERK
JAMES F. MACKEY, III, MEMBER
PATRICK HOLLAND, MEMBER

(978)-640-4300
FAX (978) 640-4302

Notice of Meeting
Tuesday, February 10, 2026, at 7:00 p.m.
Meeting Place: Town Hall, 1009 Main Street, Tewksbury, MA
Main Hall
Mark Kratman, Chair
Agenda

Scheduled Items: Public Hearing

7:00 p.m.

Residents

New Business

Tree City Proclamation
Annual Town Election Warrant
FY27 Enterprise Budgets and FY27 Capital Improvement Plan Presentation

Town Manager

Town Counsel Invoice: January 1-15, 2026

Minutes: December 16, 2025 and January 6, 2026

Board Member Reports

Adjourn

**Next Select Board Meeting Date:
February 24, 2026
Meetings are televised on Comcast Channel 99 and Verizon Channel 33
Meetings can be streamed at [Youtube.com/TewksburyTV](https://www.youtube.com/TewksburyTV)**

**TREE CITY USA
PROCLAMATION**



TREE CITY USA
An Arbor Day Foundation Program

***** OFFICIAL PROCLAMATION *****

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating, and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees --- wherever they are planted --- are a source of joy and spiritual renewal.

NOW, THEREFORE, We, the Select Board of the Town of Tewksbury, do hereby proclaim **April 24, 2026 as ARBOR DAY**. In the Town of Tewksbury, and we urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, We urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS February 10, 2026

Town of Tewksbury, By Its Select Board

Mark Kratman, Chair _____

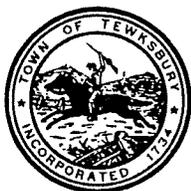
Eric Ryder, Vice Chair _____

Richard Russo, Jr., Clerk _____

James F. Mackey III, Member _____

Patrick Holland, Member _____

**ANNUAL TOWN
ELECTION WARRANT**



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355
Fax: 978-851-8610
dgraffeo@tewbury-ma.gov

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 4, 2026, at 7:30 o'clock p.m. to act on the following articles, except Article 1, and you are hereby further required and directed to notify and warn the inhabitants of the Town, who are qualified to vote in elections and town affairs therein to assemble and meet in town meeting at the polling places in said Town of Tewksbury on Saturday, April 11, 2026, at 8:00 o'clock a.m. to 8:00 o'clock p.m. then and there to act on the following:

Article 1

To choose all necessary Town Officers, by ballot, One (1) member of the Select Board for three years; One (1) member of the School Committee for three years; Two (2) members of the Planning Board for three years; Two (2) members of the Board of Library Trustees for three years; One (1) member of the Board of Health for three years; One (1) member of the Housing Authority for five years, and One (1) Moderator for three years.

And you are directed to serve the within Warrant by posting up true and attested copies thereof upon the Town Hall and in each of the eight Precincts, ten (10) days at least before the time of holding said election. Precincts:

1 & 5	Senior Center	175 Chandler Street
2 & 6	Recreation Center	286 Livingston Street
3 & 7	Town Hall	1009 Main Street
4 & 8	Public Library	300 Chandler Street

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, TENTH day of FEBRUARY, in the year of Our Lord, two thousand and twenty-six.

SELECT BOARD

Mark Kratman., Chair

Eric M. Ryder, Vice Chair

Richard P. Russo, Jr., Clerk

James F. Mackey, III

Patrick Holland

Middlesex, s.s.

By virtue of this Warrant, I have this day served at _____ o'clock a.m./p.m. the within Warrant upon the Town Hall and the eight (8) precincts in the Town of Tewksbury

Constable for the Town of Tewksbury

Date

**FY2027 ENTERPRISE
BUDGETS AND CAPITAL
IMPROVEMENT PLAN
PRESENTATION**

Town of Tewksbury Fiscal Year 2027
Enterprise Budget Presentation and
Capital Investment Plan



**Enterprise Budgets FY 2027
Capital Improvement Program FY 2027**

Town Manager

John C. Curran

Select Board

Mark Kratman, Chair

Eric Ryder, Vice Chair

Richard Russo, Secretary

Patrick Holland

James Mackey

Finance Committee

Richard Levasseur, Chair

Jomarie F. Buckley, Vice Chair

Evan Nicholas Walsh Clerk

Robert A. Kocsmiersky

Jason A. Christian

David Aznavoorian

Lindsey Marie Dunlevy-Tosto



Fiscal Year 2027 Budget Presentation Outline

1. Telemedia Enterprise Budget
2. Water Enterprise Budget and CIP
3. Recommended Water Rates
4. Sewer Enterprise Budget and CIP
5. Recommended Sewer Rates
6. Stormwater Enterprise Budget and CIP
7. Recommended Stormwater Rates
8. Five Year Capital Investment Plan

**TOWN OF TEWKSBURY
CABLE TV ENTERPRISE FUND
FISCAL YEAR 2027 PROPOSED BUDGET**



Fiscal Year

2027

Telemedia

Enterprise

Budget

Direct Expenses

	FY2023 Expended	FY2024 Expended	FY2025 Expended	FY2026 Approved	FY2027 Recommended	Inc(Dec)
Salaries	176,573	191,904	201,490	218,361	232,715	14,354
Expenses	62,088	63,697	56,045	100,070	88,470	(11,600)
Capital Outlay	229,500	86,760	48,000	77,600	180,000	102,400
Reserve Fund	50,000	-	-	25,000	25,000	-
Occupational Health	3,000	-	-	3,000	3,000	-
Other Post Employment Benefits	6,200	6,935	7,142	7,320	5,488	(1,832)
Debt			-	-	-	-
Subtotal	\$ 527,361	\$ 349,296	\$ 312,677	\$ 431,351	\$ 534,673	\$ 103,322

Indirect Expenses

	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Group Insurance	16,176	16,930	18,246	34,278	41,609	7,331
Retirement	13,445	14,096	14,552	15,421	16,521	1,100
Medicare	2,683	2,830	2,913	3,071	3,270	199
Property and Liability Insurance		-	-	-	-	-
Subtotal	\$ 32,304	\$ 33,856	\$ 35,711	\$ 52,770	\$ 61,400	\$ 8,630

Capital Expenses

Total Appropriation

			-	-	-	-
Total Appropriation	\$ 559,665	\$ 383,152	\$ 348,388	\$ 484,120	\$ 596,072	\$ 111,952

Projected Cable TV Revenue

	FY2023 Collected	FY2024 Collected	FY2025 Collected	FY2026 Projected	FY2027 Projected	Inc(Dec)
Cable Franchise Fees	627,243	623,660	617,656	600,000	605,000	
All Other Fees			-	-	-	-
Total Revenue	\$ 627,243	\$ 623,660	\$ 617,656	\$ 600,000	\$ 605,000	\$ 5,000

Operating Deficit/Surplus

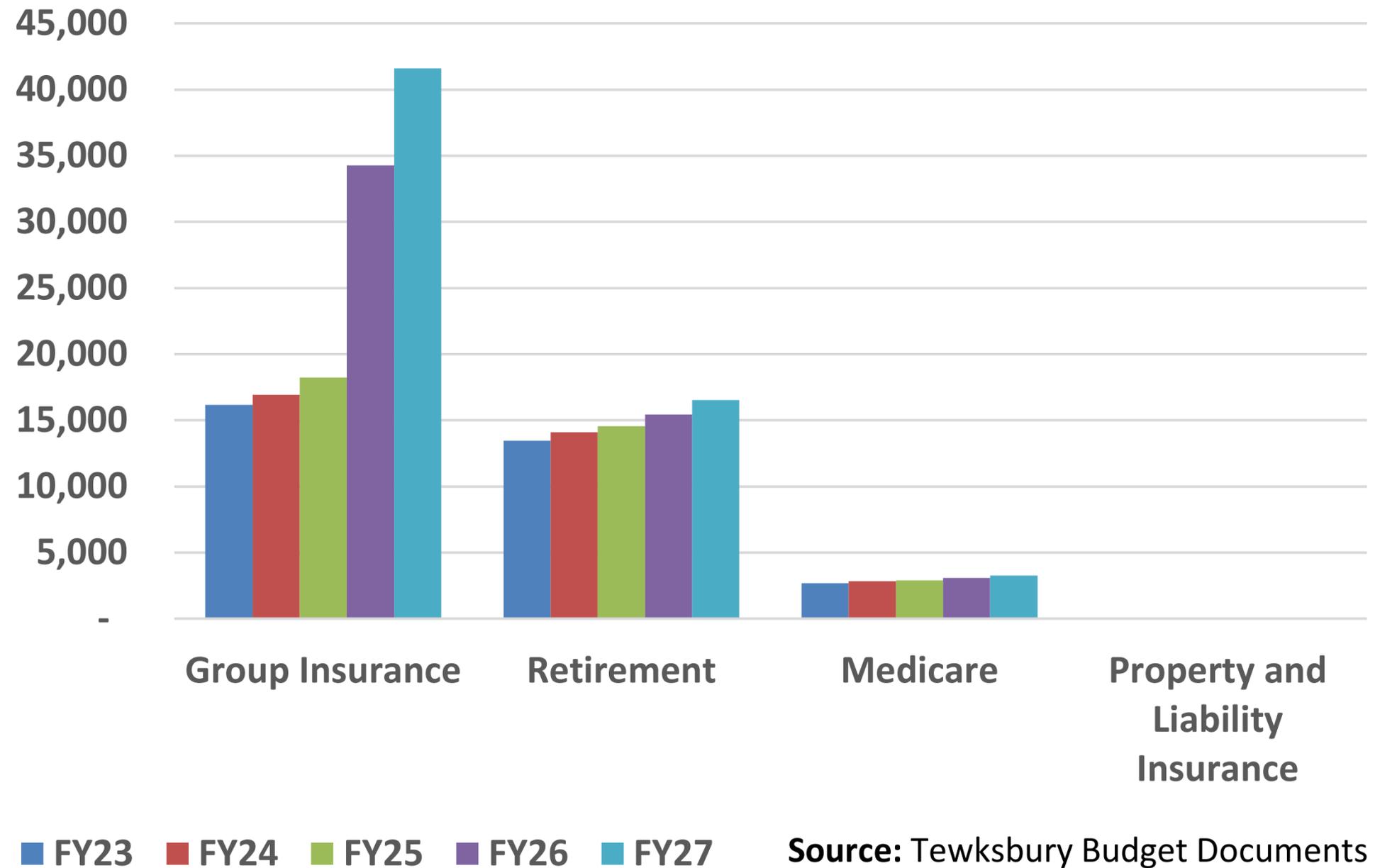
	<i>67,579</i>	<i>240,508</i>	<i>269,268</i>	<i>115,880</i>	<i>8,928</i>	<i>(106,952)</i>
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Fiscal Year 2027 Telemedia Enterprise Budget Changes

Indirect Cost changed by \$8,630 primarily due to a change in health insurance status (\$7,331).

Indirect Cost Allocation over 5 Years

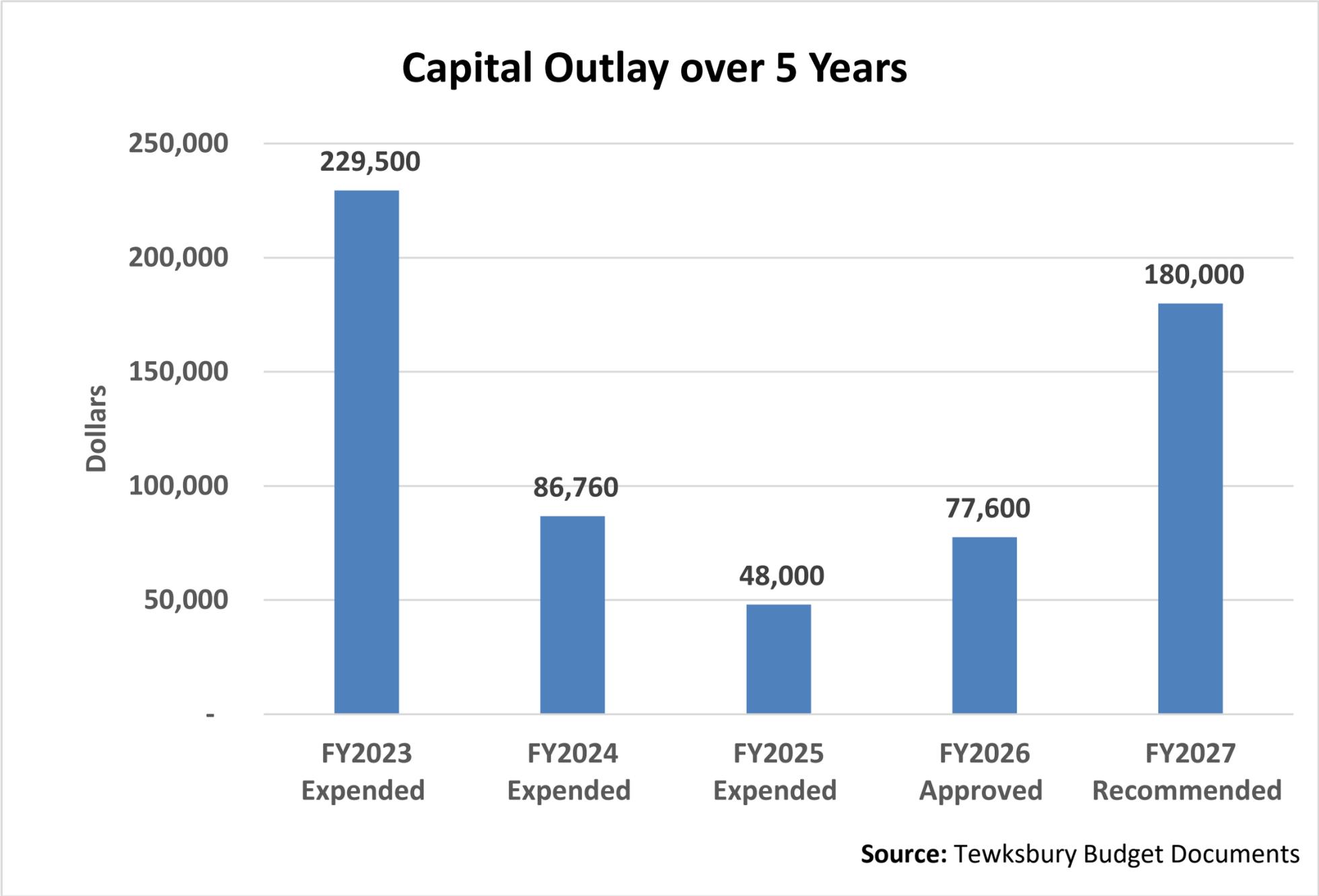


Source: Tewksbury Budget Documents



Fiscal Year 2027 Telemedia Enterprise Budget Changes

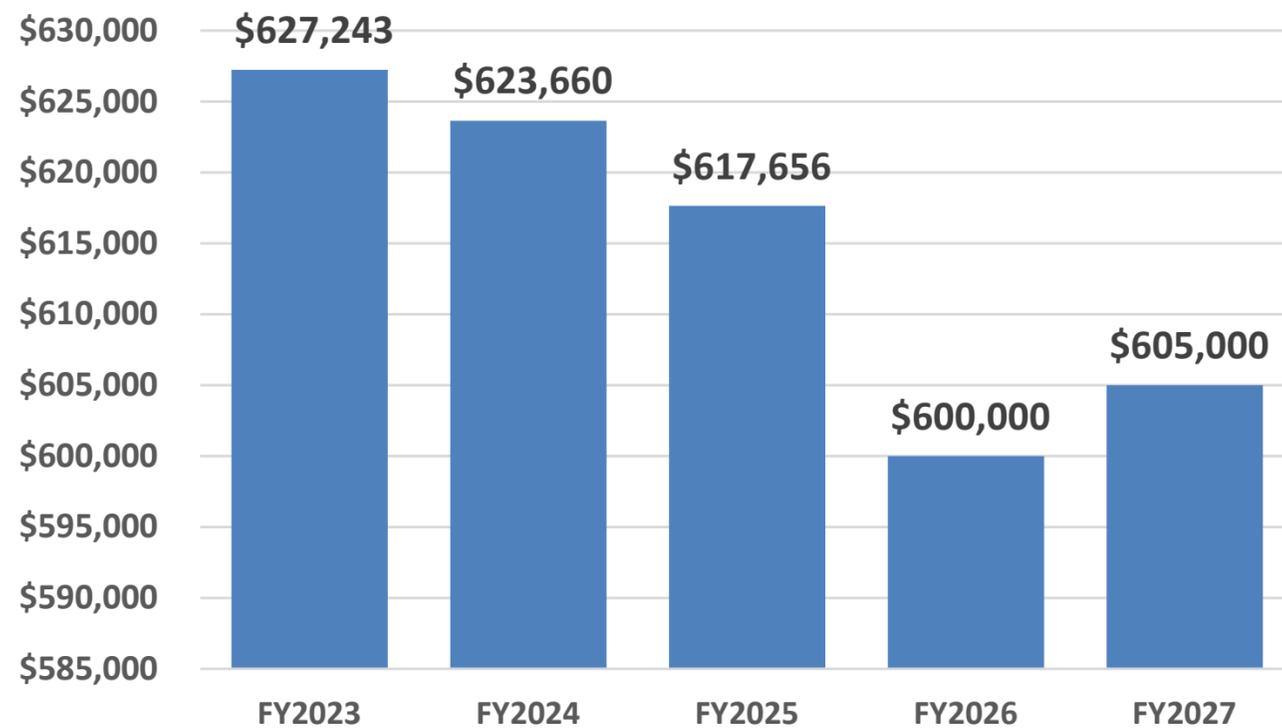
Capital Outlay increased by \$102,400 to fund the conversion of front room to accommodate a production studio and a podcast/edit suite





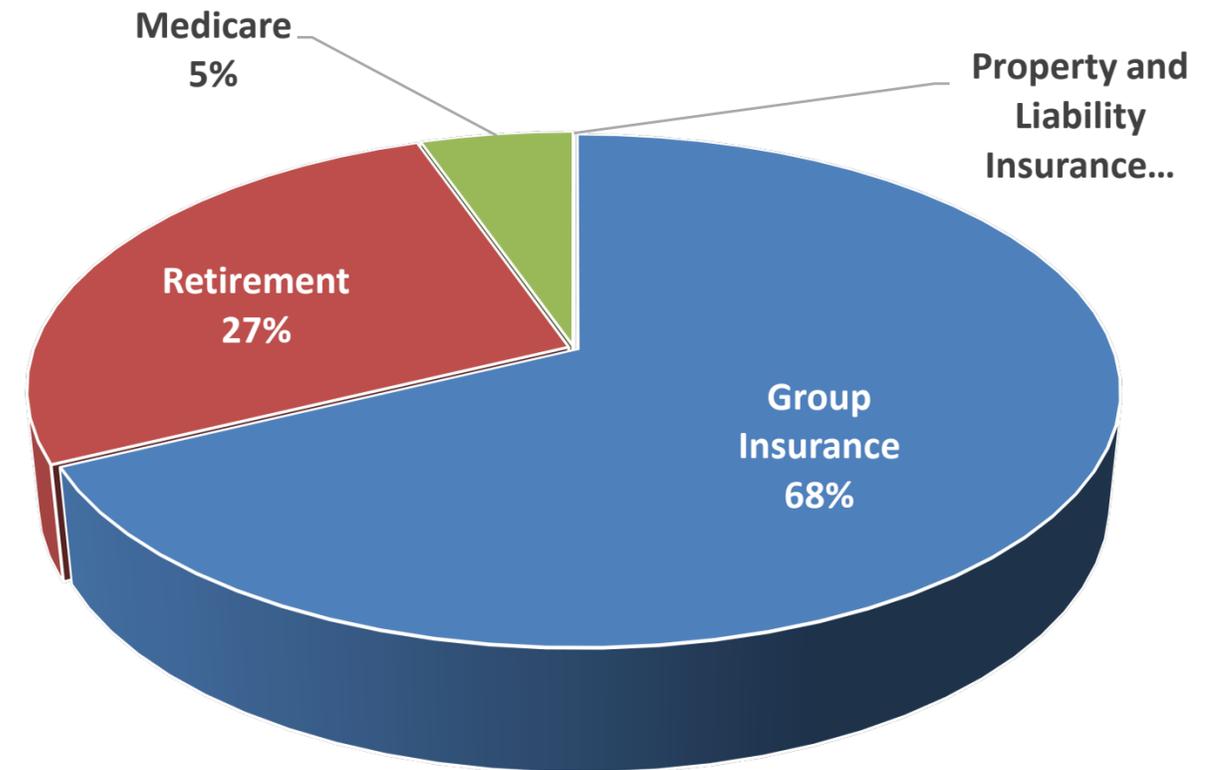
Fiscal Year 2027 Telemedia Enterprise Budget Trends

Telemedia Enterprise: 5 Year Revenue Trend



Source: Tewksbury Budget Documents

Telemedia Enterprise: Allocation of Indirect Costs



Source: Tewksbury Budget Documents

Cable Revenue has consistently been above \$600,000. The Verizon Contract is expiring in May of 2026 and a new ascertainment process is underway. The number of subscribers is currently sufficient to sustain the revenue needs of local programming. Indirect Costs reflect the same trends as the Water and Sewer Enterprise Funds.



Fiscal Year 2027 Telemedia Enterprise Revenue Assessment

Comcast Franchise Fee and Capital Collected in FY25: \$288,371

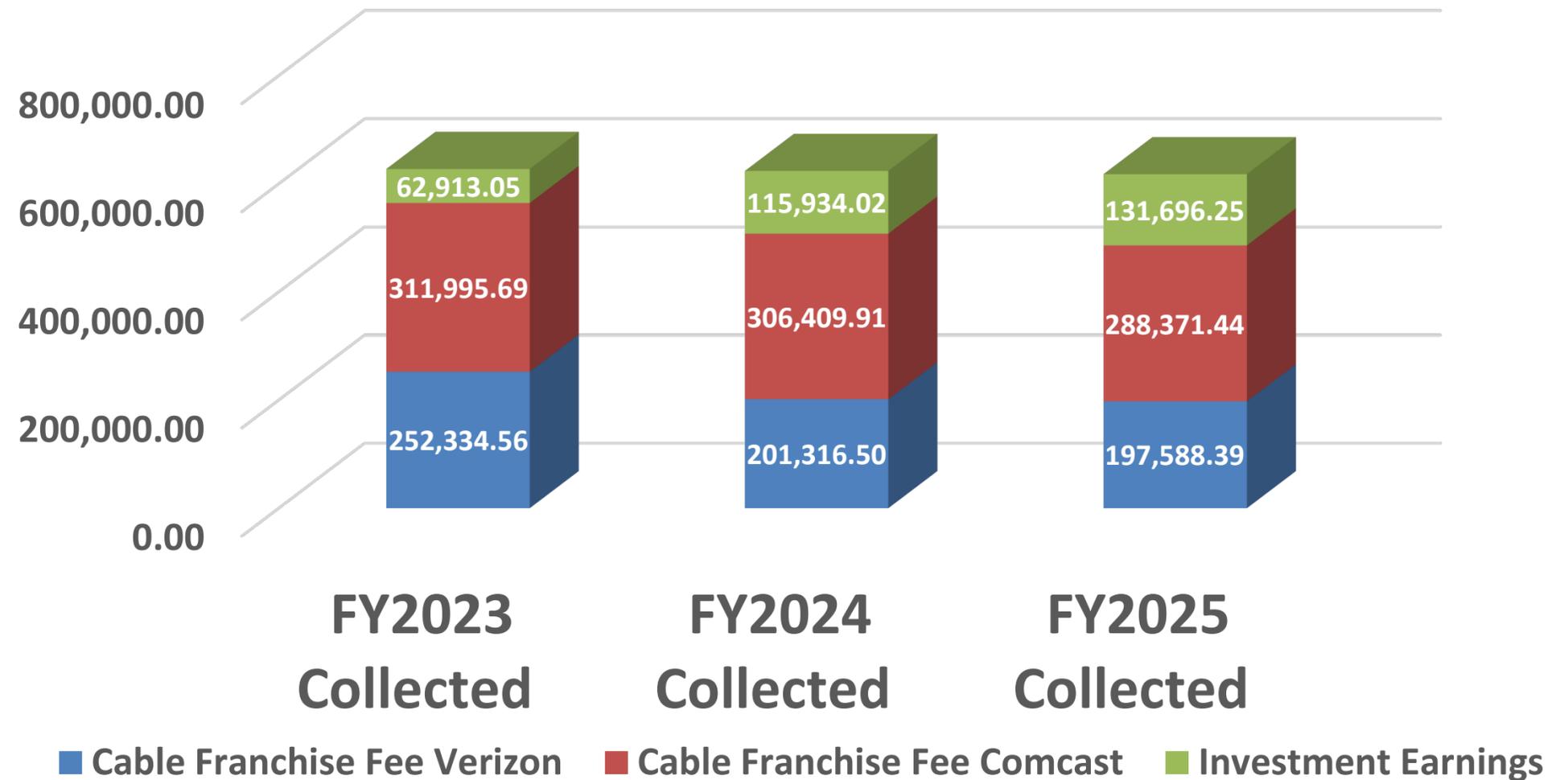
Verizon Franchise Fee Collected in FY25 \$197,588

Interest Earnings FY23: \$131,696

Total Cable TV Revenue FY23: 617,656

Retained Earnings FY25: \$2,992,107

Revenue Breakdown



Source: Tewksbury Budget Documents



Fiscal Year 2027 Telemedia Enterprise Capital Improvements

PROJECT/ PROGRAM	FUNDING SOURCE	FY2027	5 YR PLAN
Ella Flemming Studio/Podcast/Winn School	Retained Earnings	180,000	\$ 180,000
TOTAL		180,000	\$ 180,000

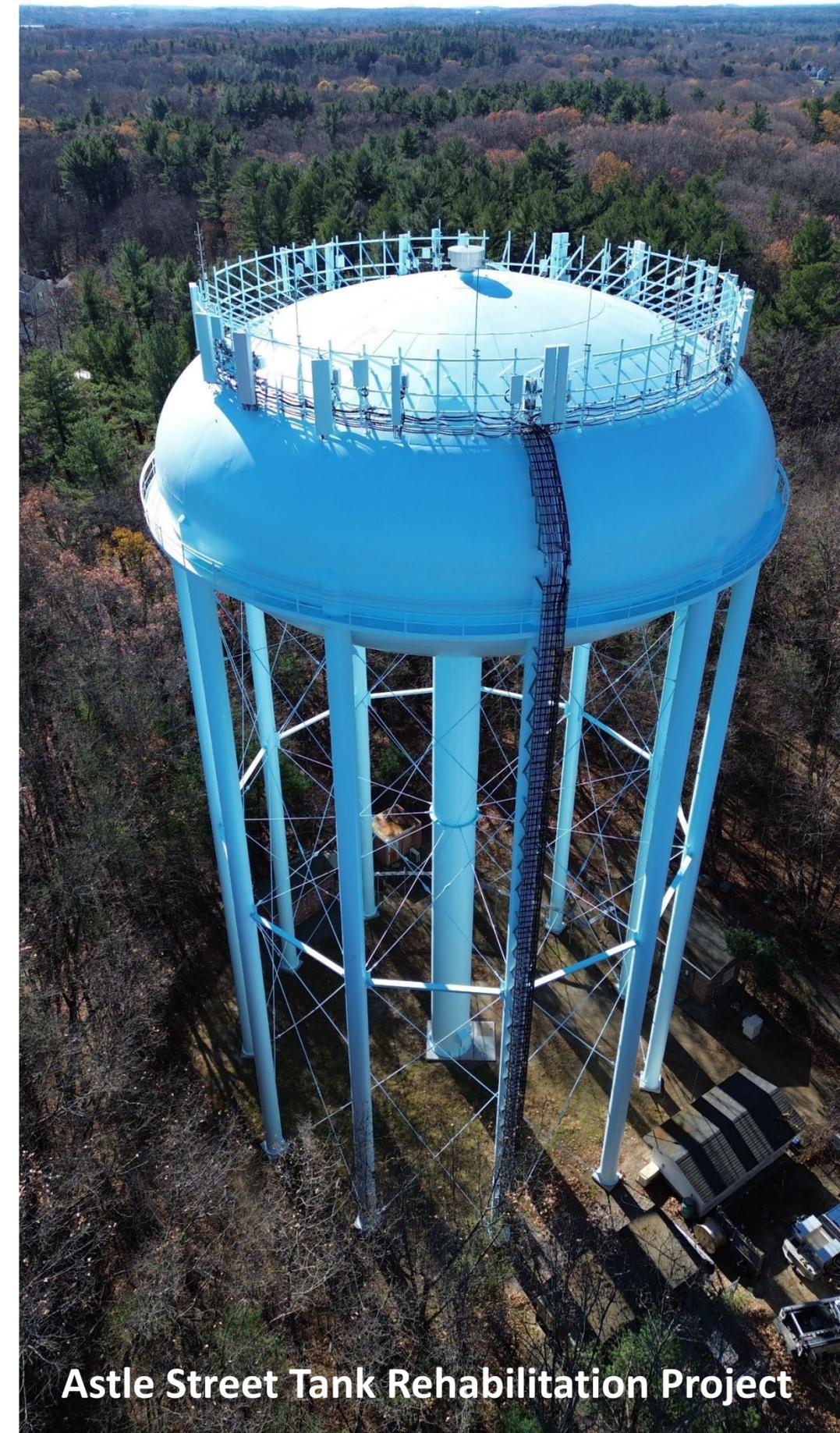
Capital Outlay includes Outfitting Production Studio and Podcast /Edit Suite at Ella Flemming. Winn School Podcast Project.



Fiscal Year 2027 Water Enterprise Fund

The Budget Story

The Select Board is committed to significant capital investment in the future for the Water Distribution System. The Capital Investment Plan includes a \$5.4 Million investment annually to rehabilitate 2.5 miles of pipe each year. This year's budget accommodates debt service for \$6.9 million of capital work over this year and each successive year up to Fiscal Year 2027. The Budget is increasing by 12.47% of which 8.16% is attributed to new debt service.



Astle Street Tank Rehabilitation Project

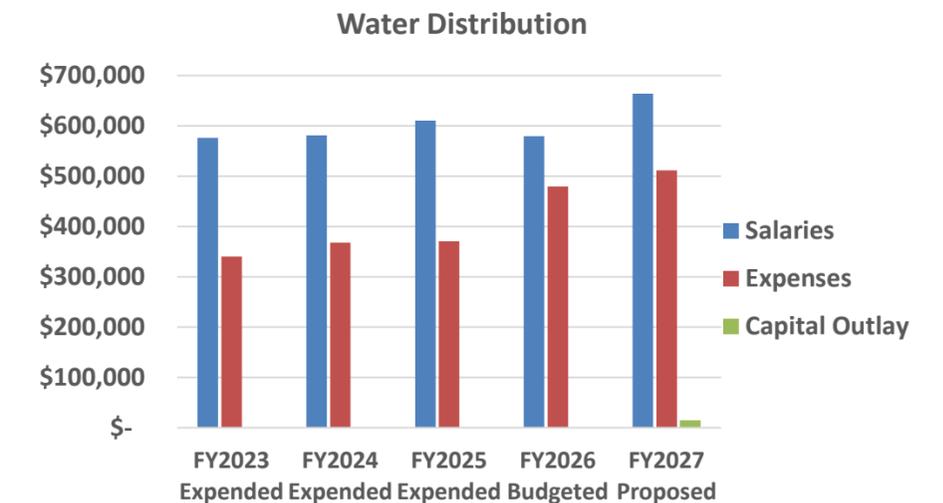


Fiscal Year 2027 Water Enterprise Fund

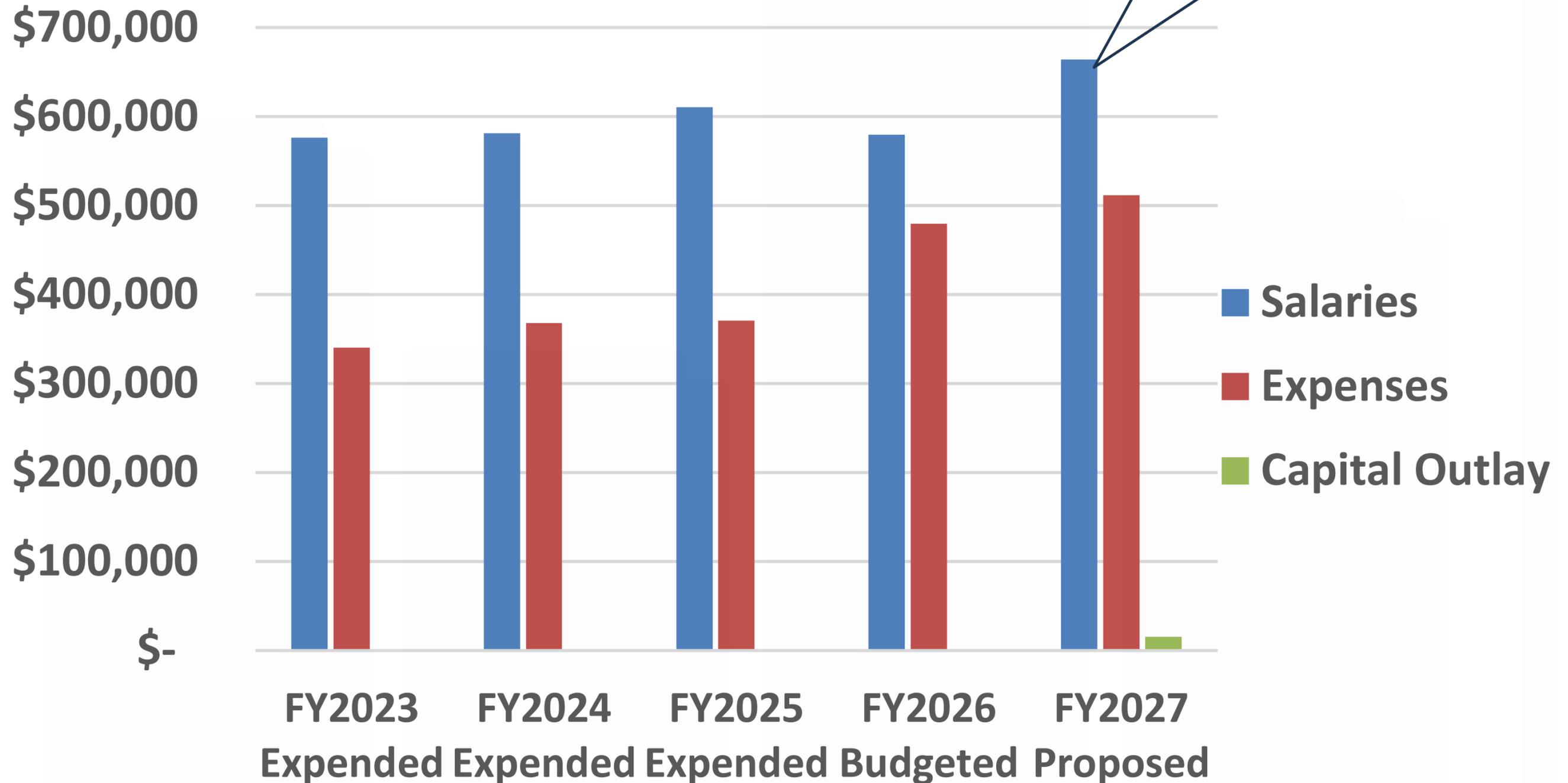
Town of Tewksbury Water Enterprise Fund: Distribution Fiscal Year 2027 Proposed Budget

	<u>FY2023 Expended</u>	<u>FY2024 Expended</u>	<u>FY2025 Expended</u>	<u>FY2026 Budgeted</u>	<u>FY2027 Proposed</u>	<u>Inc(Dec)</u>	<u>Inc(Dec) %</u>
Salaries	\$ 576,348	\$ 581,473	\$ 610,638	\$ 579,914	\$ 664,051	\$ 84,137	15%
Expenses	340,228	367,885	370,534	479,600	511,860	32,260	7%
Capital Outlay	-	-	-	-	15,500	15,500	0%
	<u>\$ 916,576</u>	<u>\$ 949,358</u>	<u>\$ 981,172</u>	<u>\$ 1,059,514</u>	<u>\$ 1,191,411</u>	<u>\$ 131,897</u>	<u>21.24%</u>

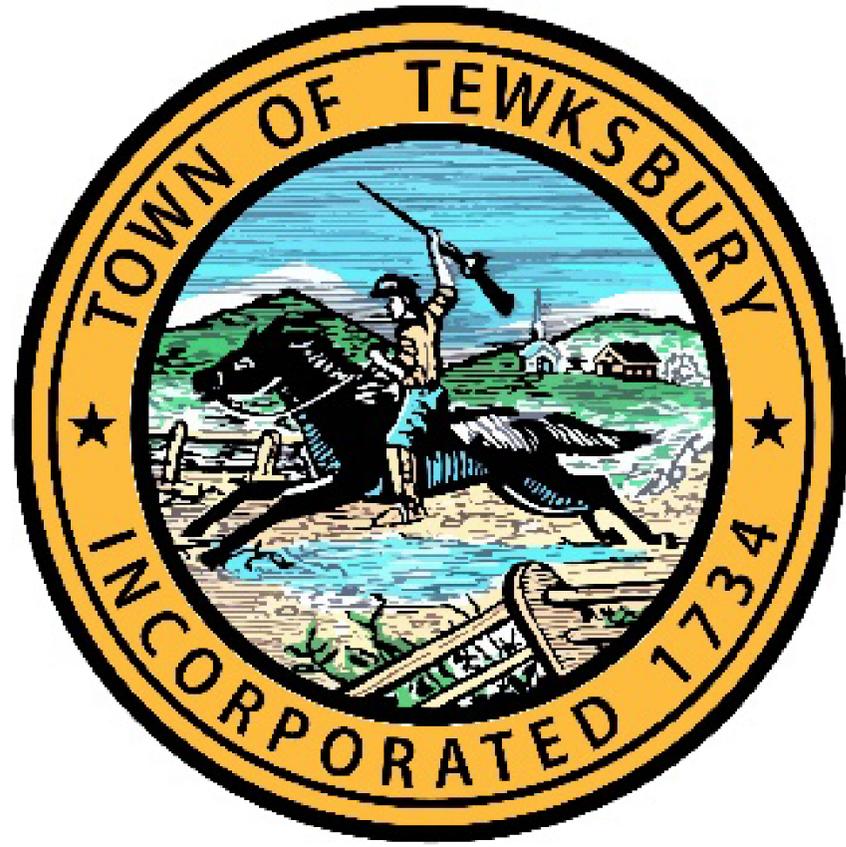
The Distribution Budget increased by 21% because an SHMEO position was added (\$83K) to address demands of the DEP on gate valve maintenance and addition of leak detection (\$28K).



Water Distribution



Source: Tewksbury Budget Documents



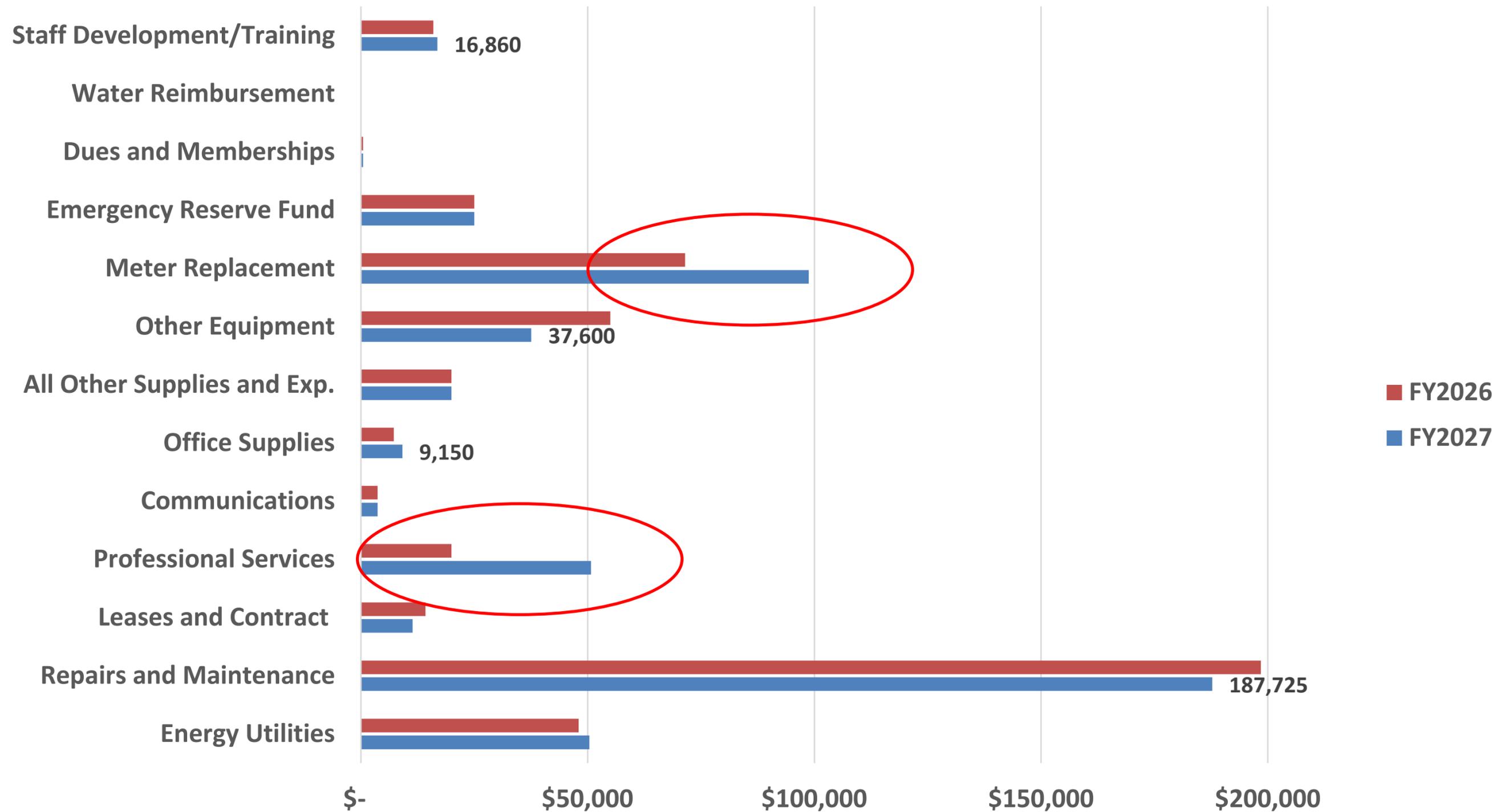
Fiscal Year 2027
Water Enterprise
Fund

Water Distribution: Operating Expense Changes



The biggest contributor to the increase of the Distribution Operation Budget is the Professional Services Line Item and Meter Replacement. Professional Services increased by 154% or \$30,775 for leak detection. There is also a 38% or \$27,250 increase to Meter Replacement Program for replacement of Backflow Devices.

Water Distribution: Operating Expense Changes



Source: Tewksbury Budget Documents

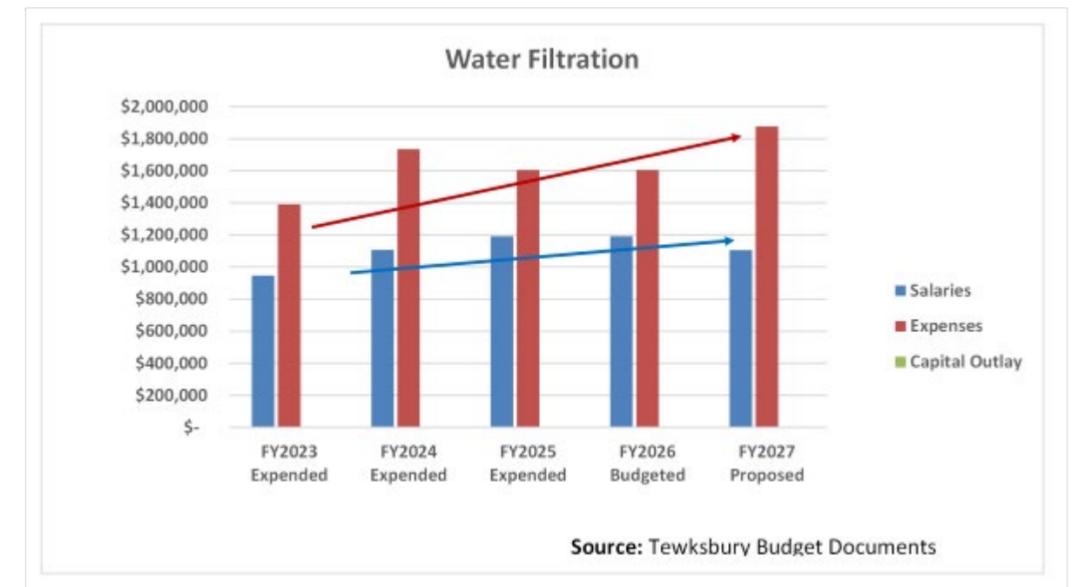


Fiscal Year 2027 Water Enterprise Fund

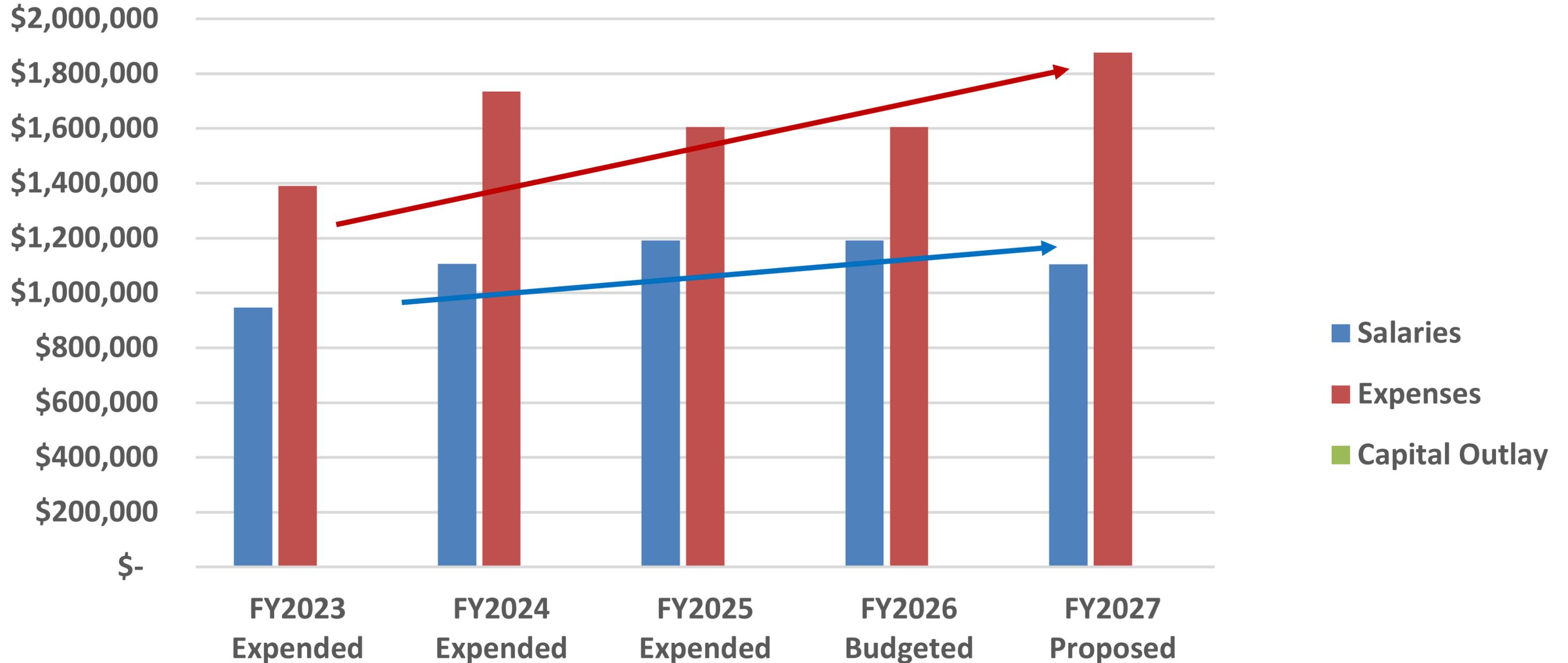
Town of Tewksbury Water Enterprise Fund: Filtration Fiscal Year 2027 Proposed Budget

	<u>FY2023 Expended</u>	<u>FY2024 Expended</u>	<u>FY2025 Expended</u>	<u>FY2026 Budgeted</u>	<u>FY2027 Proposed</u>	<u>Inc(Dec)</u>	<u>Inc(Dec) %</u>
Salaries	\$ 946,984	\$ 1,106,274	\$ 1,149,740	\$ 1,176,725	\$ 1,104,935	\$ (71,789)	-6%
Expenses	1,391,161	1,734,085	1,498,855	1,819,973	1,877,136	57,163	4%
Capital Outlay	-	-	-	-	-	-	0%
	<u>\$ 2,338,145</u>	<u>\$ 2,840,359</u>	<u>\$ 2,648,595</u>	<u>\$ 2,996,698</u>	<u>\$ 2,982,071</u>	<u>\$ (14,626)</u>	<u>-1%</u>

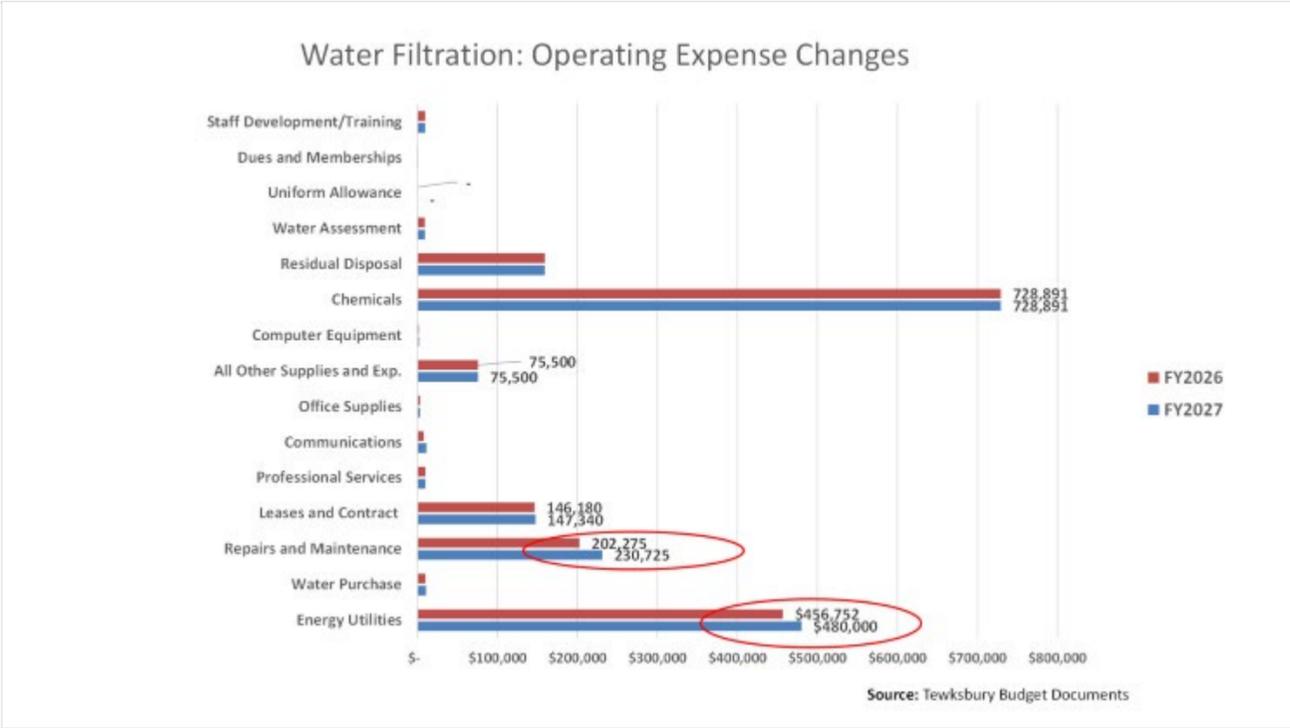
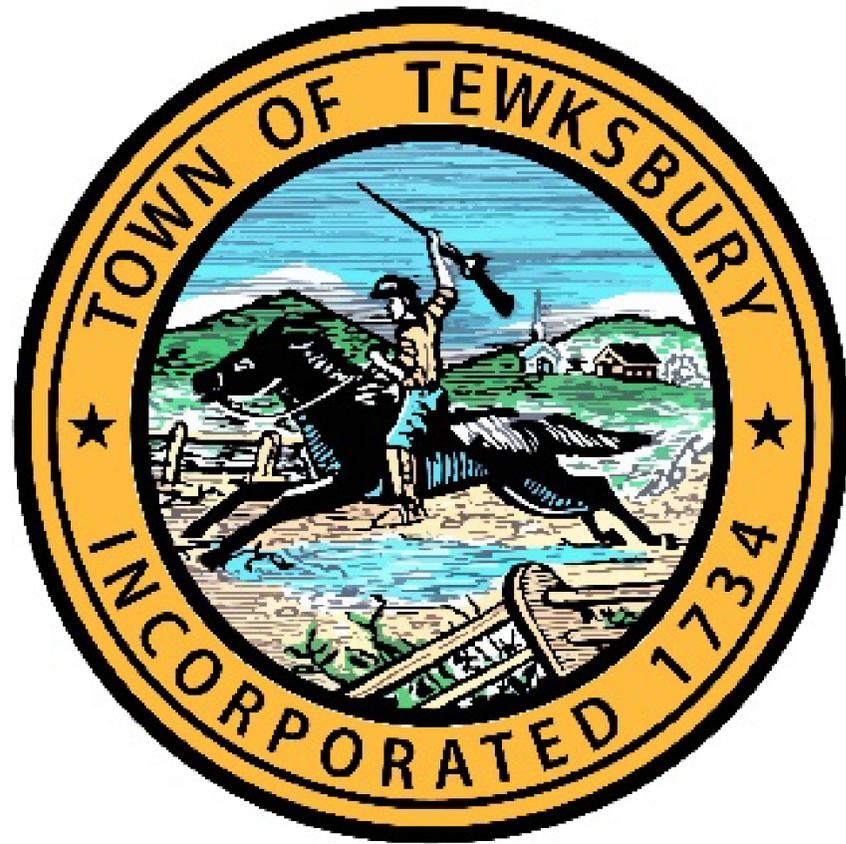
The Filtration Budget has decreased by 1% which is mostly attributed to staff reduction and reallocation – a \$14,626 decrease.



Water Filtration



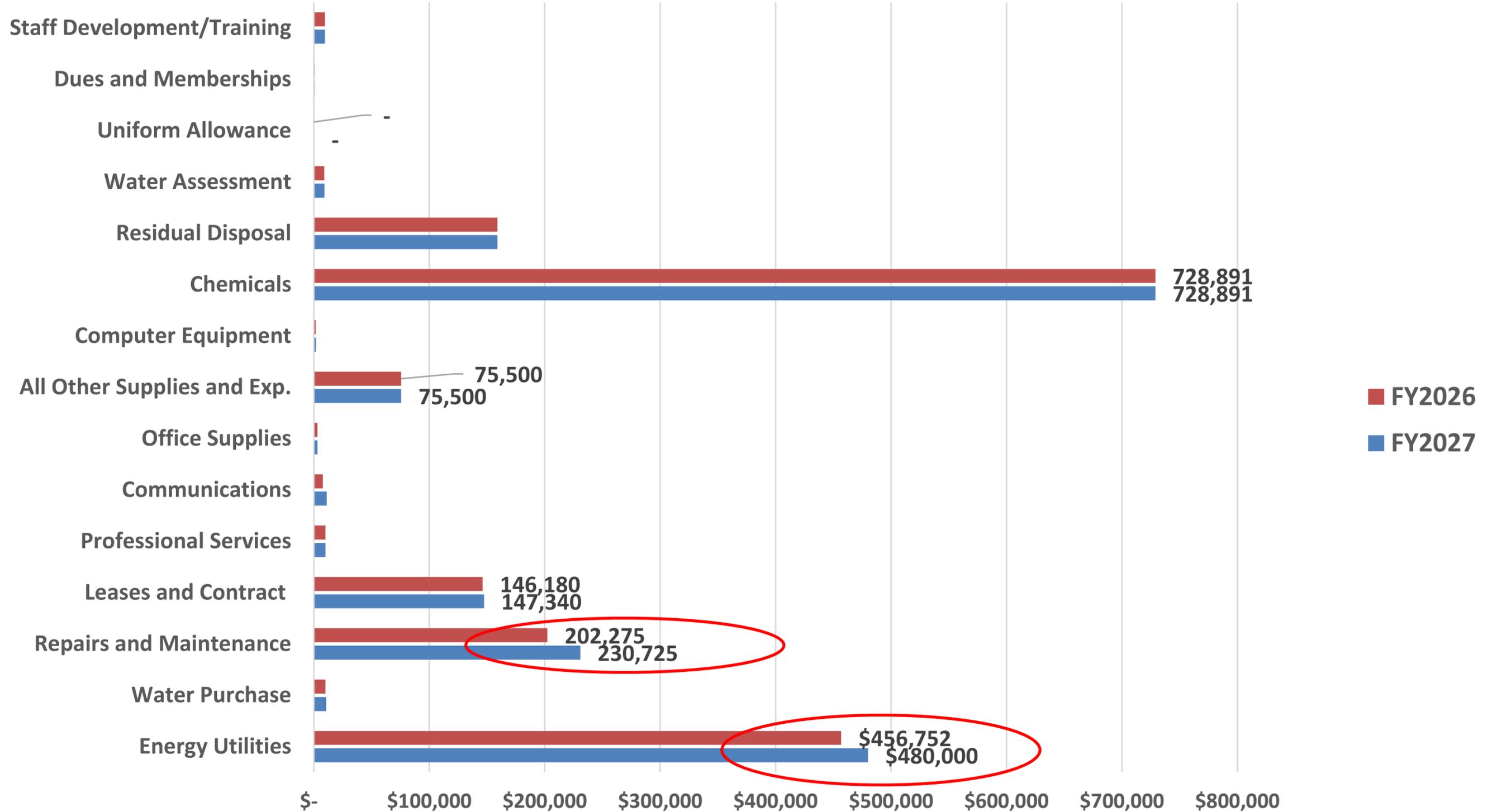
Source: Tewksbury Budget Documents



The biggest contributors to the increase to the Filtration Operation Budget are the Energy and Utilities and Repair and Maintenance. The increase of 5.09% or \$23,248 to Energy and Utilities. The Repair and Maintenance Line increased by \$28,450 due to increase to Back Flow devices and Unanticipated Repair.

Fiscal Year 2027
Water Enterprise
Fund

Water Filtration: Operating Expense Changes



Source: Tewksbury Budget Documents



Fiscal Year 2027 Water Enterprise Fund

<u>Indirect Expenses</u>	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Town Manager	\$ 10,356	\$ 10,615	\$ 10,615	\$ 11,397	\$ 11,743	\$ 346
Accounting	10,597	11,812	11,631	10,816	11,222	405
Computer Services	2,588	6,122	10,034	15,729	14,787	(942)
Treasurer/Collector	35,150	38,297	33,270	35,490	35,807	316
Human Resources	2,085	2,274	2,317	3,003	3,341	338
Dept. of Public Works	410,516	436,522	429,976	471,561	499,338	27,777
Group Insurance	368,885	371,401	450,853	428,948	494,656	65,708
Retirement	464,408	536,995	575,149	597,524	639,091	41,567
Medicare	24,511	28,411	31,301	31,846	29,916	(1,931)
Property and Liability	103,061	117,324	127,686	127,989	163,494	35,504
Subtotal	\$ 1,432,157	\$ 1,559,773	\$ 1,682,832	\$ 1,734,305	\$ 1,903,393	\$ 169,088

Indirect Cost (Allocations): Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.



Fiscal Year 2027 Water Enterprise Fund

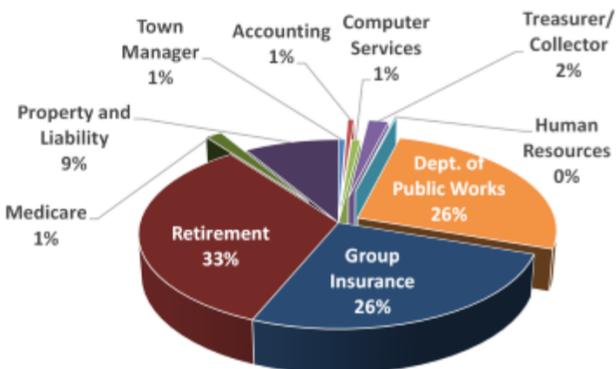
Total: \$1,826,494

Indirect Expenses

Town Manager
 Accounting
 Computer Services
 Treasurer/Collector
 Human Resources
 Dept. of Public Works
 Group Insurance
 Retirement
 Medicare
 Property and Liability

	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Town Manager	\$ 10,356	\$ 10,615	\$ 10,615	\$ 11,397	\$ 11,743	\$ 346
Accounting	10,597	11,812	11,631	10,816	11,222	405
Computer Services	2,588	6,122	10,034	15,729	14,787	(942)
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Human Resources	2,085	2,274	2,317	3,003	3,341	338
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Subtotal	\$ 1,432,157	\$ 1,559,773	\$ 1,682,832	\$ 1,734,305	\$ 1,903,393	\$ 169,088

Water Enterprise: Allocation of Indirect Costs

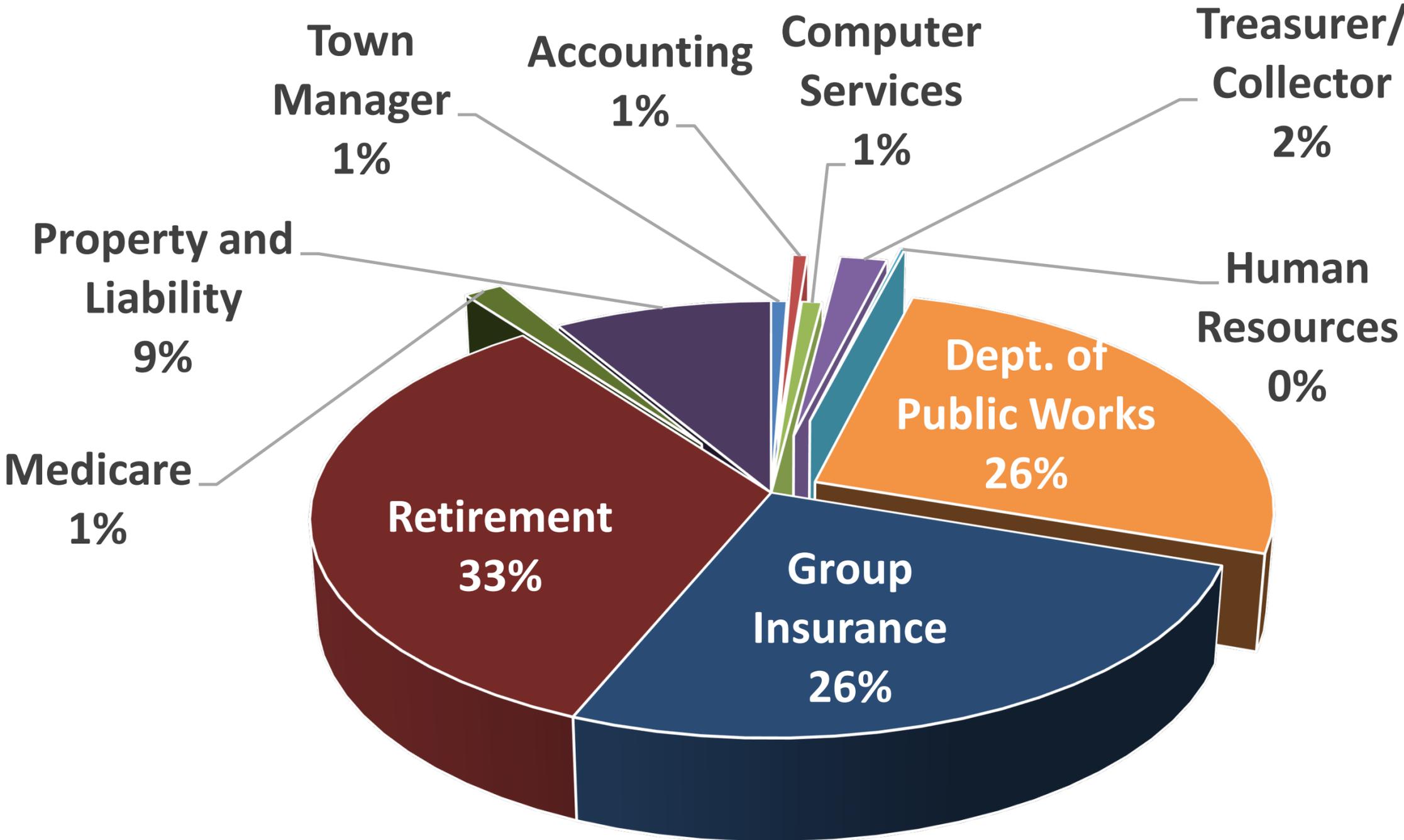


69% of the indirects are Fixed
 26% of the indirects are DPW
 4% are other admin expenses

Source: Tewksbury Budget Documents

Indirect Costs are primarily Fixed Costs: Insurance, Retirement, Medicare and Property and Liability. Additionally, Public Works is a significant portion. These costs account for 96% of Indirect Cost.

Water Enterprise: Allocation of Indirect Costs



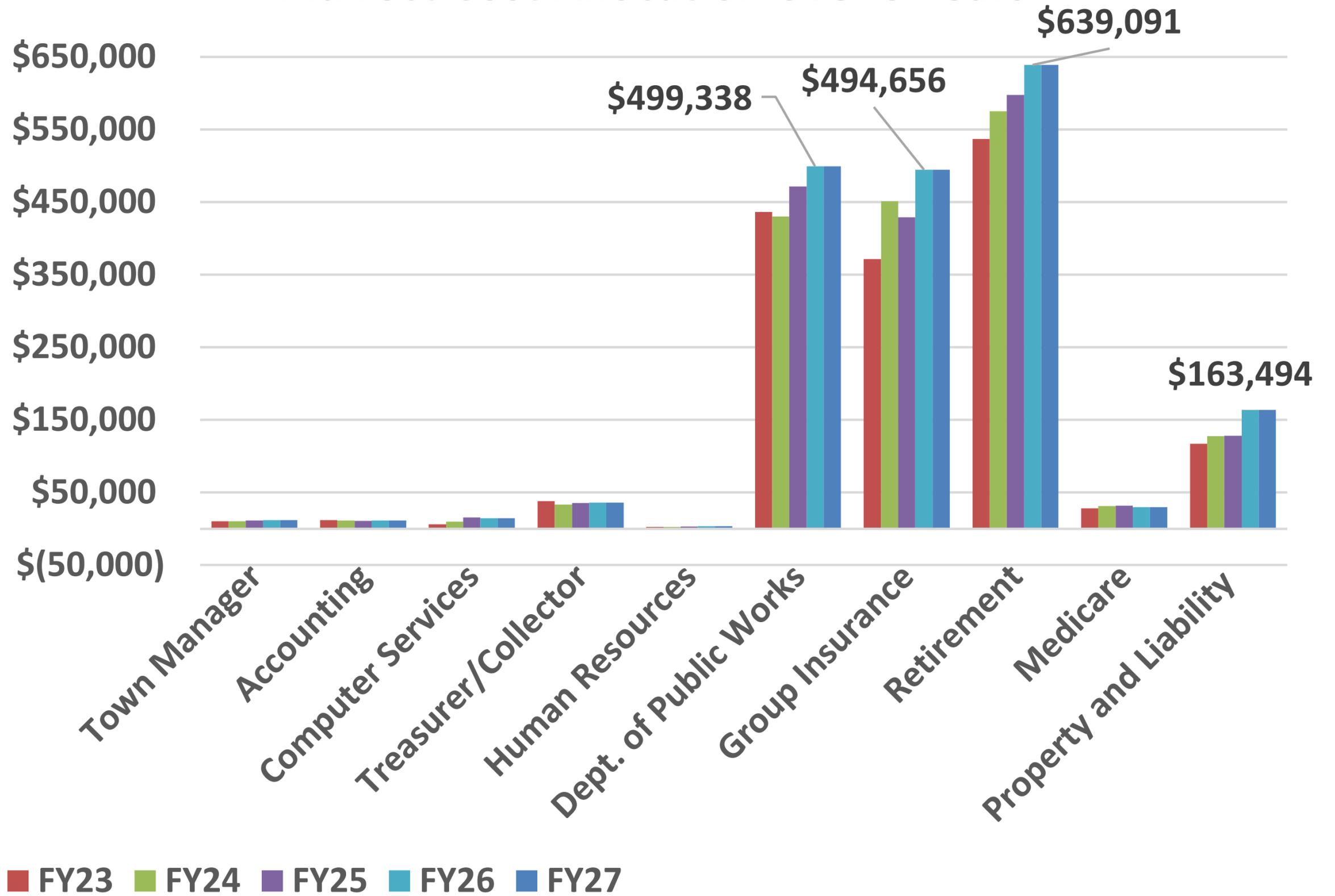
69% of the indirects are Fixed
26% of the indirects are DPW
4% are other admin expenses

Source: Tewksbury Budget Documents



Fiscal Year
2027 Water
Enterprise
Fund

Indirect Cost Allocation over 5 Years





**TOWN OF TEWKSBURY
WATER ENTERPRISE COMBINED FUND
FISCAL YEAR 2027 PROPOSED BUDGET**

**Fiscal
Year 2027
Water
Enterprise
Fund**

	FY2023 Expended	FY2024 Expended	FY2025 Expended	FY2026 Approved	FY2027 Recommended	Inc(Dec)
Salaries	\$ 1,523,333	\$ 1,687,747	\$ 1,760,379	\$ 1,756,640	\$ 1,768,987	\$ 12,347
Salaries Additional Staffing					153,708.00	\$ 153,708
Expenses	1,731,389	2,101,970	1,869,389	2,274,570	2,363,996	89,426
Capital Outlay			-	-	15,500	15,500
Reserve Fund			-	25,000	25,000	-
Occupational Health			8,646	20,000	20,000	-
Other Post Employment Benefits	163,947	52,013	53,564	41,897	20,099	(21,798)
Debt	2,492,485	2,547,817	2,374,275	3,859,608	4,652,360	792,752
Subtotal	\$ 5,911,154	\$ 6,389,547	\$ 6,066,254	\$ 7,977,715	\$ 9,019,650	\$ 1,041,935

<u>Indirect Expenses</u>	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Town Manager	\$ 10,356	\$ 10,615	\$ 10,615	\$ 11,397	\$ 11,743	\$ 346
Accounting	10,597	11,812	11,631	10,816	11,222	405
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Treasurer/Collector	35,150	38,297	33,270	35,490	35,807	316
Human Resources	2,085	2,274	2,317	3,003	3,341	338
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Retirement	464,408	536,995	575,149	597,524	639,091	41,567
Medicare	24,511	28,411	31,301	31,846	29,916	(1,931)
Property and Liability	103,061	117,324	127,686	127,989	163,494	35,504
Subtotal	\$ 1,432,157	\$ 1,559,773	\$ 1,682,832	\$ 1,734,305	\$ 1,903,393	\$ 169,088

Capital Expenditures

Total Appropriation	\$ 7,343,311	\$ 7,949,320	\$ 7,749,086	\$ 9,712,020	\$ 10,923,042	\$ 1,211,023
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What Drives the Budget Increase?



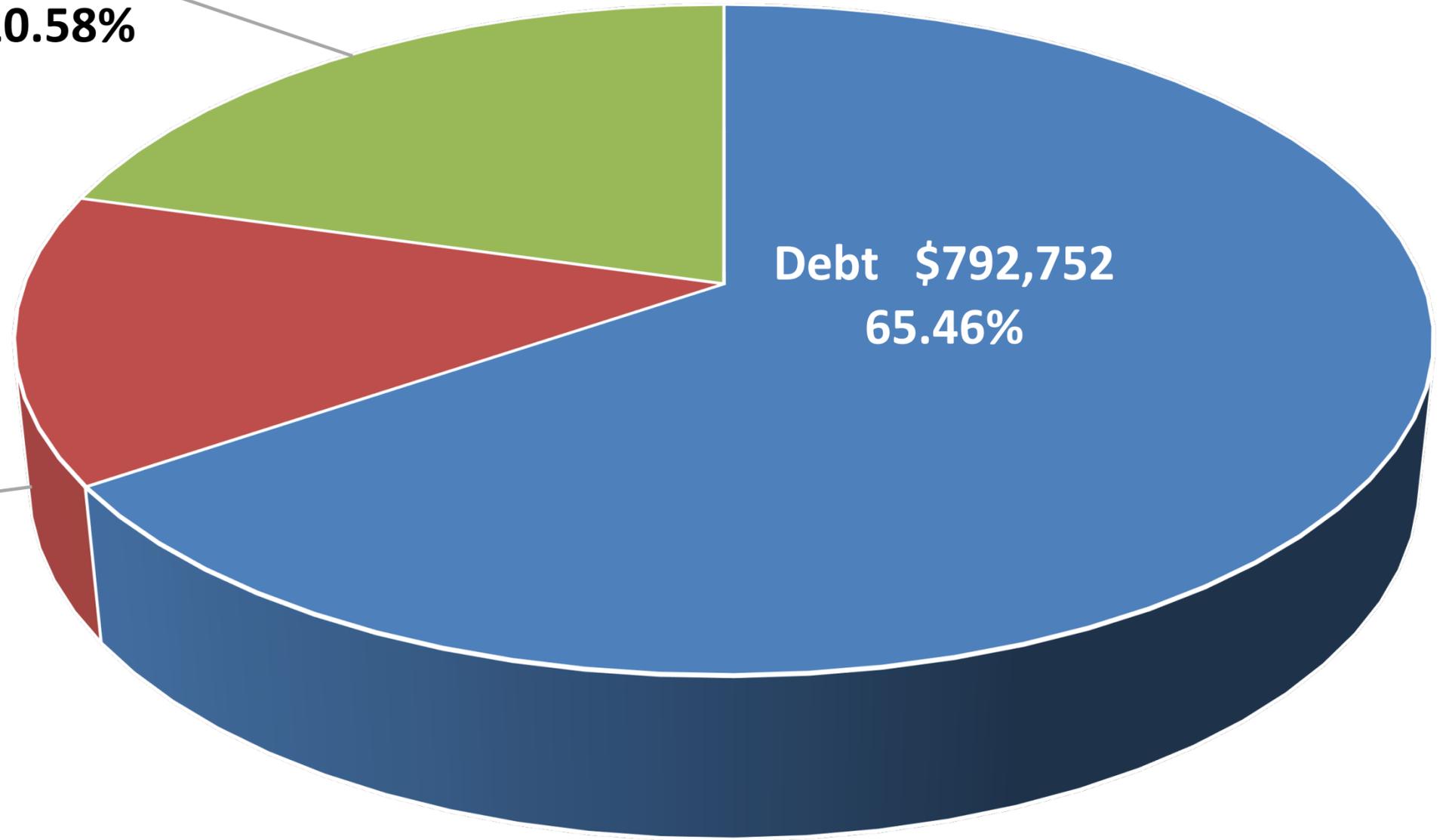
What drives the Budget increase?

\$1,211,023

Operating
Costs \$249,183
20.58%

Indirect Costs
\$169,088
13.96%

Debt \$792,752
65.46%



Debt

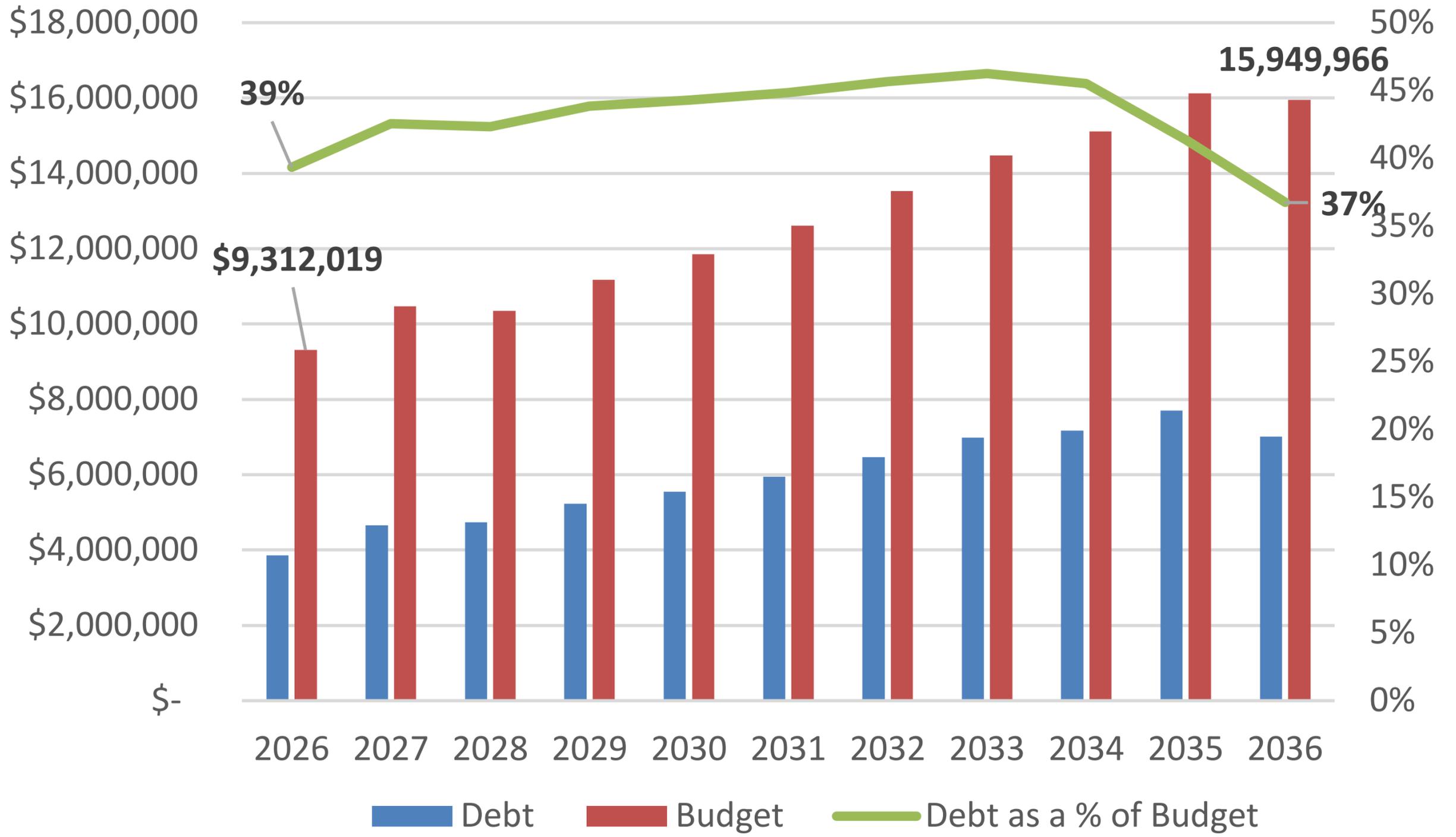
Source: Tewksbury Budget Documents

Fiscal
Year 2027
Water
Enterprise
Fund



**Fiscal
Year 2027
Water
Enterprise
Fund**

Debt as % of Water Enterprise Budget



Source: Tewksbury Budget Documents



Fiscal Year 2027 Water Enterprise Capital Improvement Plan

Fiscal Year 2027 -
 Fiscal Year 2031:
\$31,280,000

PROJECT/PROGRAM	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Hydrant Replacement Program	150,000	175,000	175,000	175,000	200,000	875,000
Water Distribution System Improvements	5,400,000	5,400,000	5,400,000	5,400,000	5,400,000	27,000,000
Water Treatment Plant and Tank Maint./Upgrades	200,000	150,000	250,000	250,000	250,000	1,100,000
Water Meter Replacement	1,500,000	-	-	-	-	1,500,000
Fleet and Equipment Replacement Program	505,000	-	-	150,000	150,000	805,000
	7,755,000	5,725,000	5,825,000	5,975,000	6,000,000	31,280,000



Over the next Five Years the Plan is to spend retained earnings, Water Stabilization Fund and borrow funds to pay for Capital Projects.

In addition to the 27,000,000 for FY25-FY29, another 27,000,000 will be needed for water distribution upgrades from FY30-FY34 totaling 54,000,000 over the next 10 years which will address 40% of the water mains in need of replacement.

Current Balance Retained Earnings: \$1,084,756

Balance Water Stabilization: \$2,583,303



Fiscal Year 2027 Water Enterprise Capital Improvement Plan

Size (in.)	Pipe Material (Length in feet)						
	Asbestos Cement	Cast Iron	Ductile Iron	Plastic	Steel	Wrought Iron	Unknown
2	1,283	0	248	702	0	13,020	1,642
4	0	0	502	0	0	0	0
6	170,961	89,148	37,134	0	0	0	8,971
8	85,932	33,264	247,584	7,218	0	0	9,140
10	1,019	6,563	4,018	0	0	0	0
12	180	15,370	49,838	0	840	0	275
16	0	2,503	32,947	0	0	0	174
18	0	1,104	0	0	0	0	0
20	0	0	18,068	0	0	0	0
24	0	0	4,140	0	0	0	0
Totals (ft)	259,375	147,952	394,479	7,920	840	13,020	20,202
Totals (mi)	49.12	28.02	74.71	1.50	0.16	2.47	3.83
% of System	30.7%	17.5%	46.8%	0.9%	0.1%	1.5%	2.4%

Priority locations include South Tewksbury Phase III and the William G Drive neighborhood. Additionally, the design for South Tewksbury Phase IV is a priority.



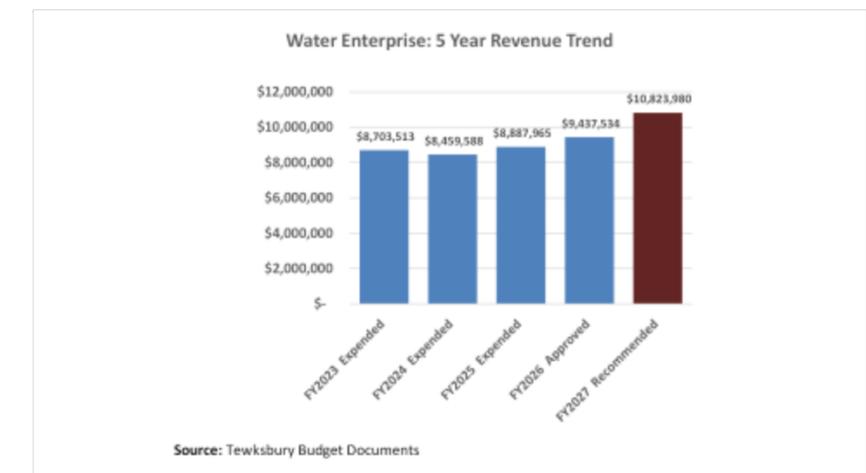
Fiscal Year 2027 Water Enterprise Fund

<u>Projected Water Revenue</u>	FY2023 Collected	FY2024 Collected	FY2025 Collected	FY2026 Projected	FY2027 Projected	Inc(Dec)
User Fees	\$ 8,346,154	\$ 7,596,983	\$ 8,462,965	\$ 9,012,534	\$ 9,598,980	\$ 586,446
Water Liens	23,519	495,168	275,000	275,000	275,000	-
All Other Fees	193,925	130,802	150,000	150,000	150,000	-
State Hospital Estimate					800,000	800,000
Investment Income	139,915	236,635		-	-	-
Total Revenue	\$ 8,703,513	\$ 8,459,588	\$ 8,887,965	\$ 9,437,534	\$ 10,823,980	\$ 1,386,446

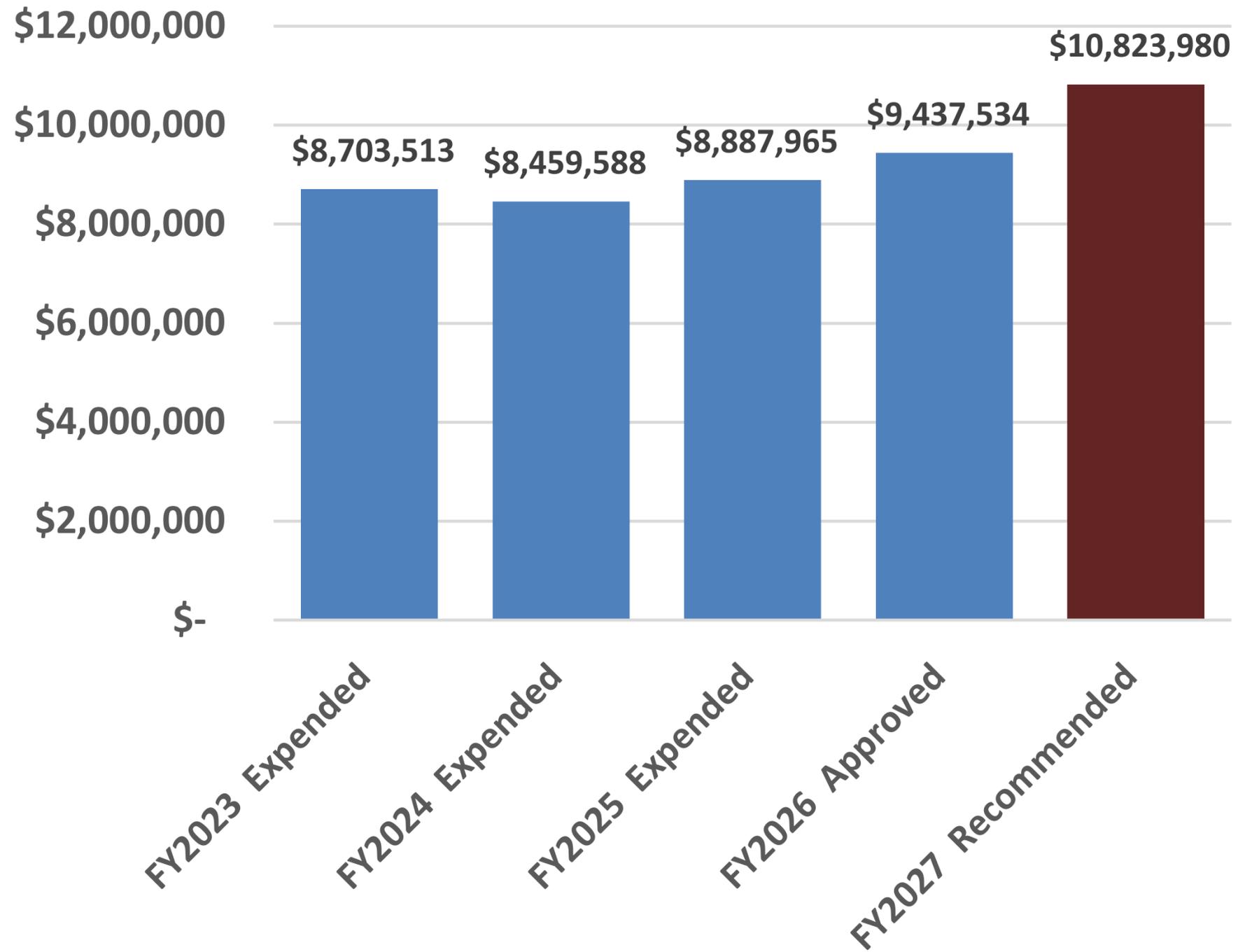
Footnote: All Other Fees includes Connection Fees, Water Meter Fees, Demand Fees and Application Fees. The surplus in FY25 closed at the end of Fiscal year and was part of Certified Retained Earnings.

The Revenue picture reflects the need for capital investment driven by the Select Board’s commitment to replacing water lines.

\$455,425 is being appropriated from Water Stabilization Fund to provide temporary rate relief for FY2027.



Water Enterprise: 5 Year Revenue Trend



Source: Tewksbury Budget Documents



Fiscal Year 2027 Water Enterprise Fund

Impacts and Assumptions FY27 Water Rates:

- Water rates will increase in FY27. Rates increased in FY26 to accommodate the new policy of 2.5 miles of pipe per year - but prior to FY25 they had not increased in 3 years and only once in the prior 5 years.
- Water usage for revenue projections were based upon Actual usage in August 2021, December 2021 and April 2022 billing cycles. Projections are based on these three cycles as they have been the most consistent years not affected by external factors such as weather.
- Annual water usage is projected to be 649,350,523 gallons, which is no change from the projected usage in FY25.
- Collection Rate 94%
- Rate projections includes all Capital Improvements within the five (5) year CIP and annual funds for water distribution upgrades.



Fiscal Year 2027 Water Enterprise Fund

Current Water Rates:

Tiers	Current Rate (\$)
0-12 gals	10.00 per 1000
13-24	14.13 per 1000
25-46	18.79 per 1000
47+	23.47 per 1000

Proposed Water Rates:

Tiers	Proposed Rate (\$)
0-12 gals	10.65 per 1000
13-24	15.05 per 1000
25-46	20.01 per 1000
47+	25.00 per 1000

Proposed Secondary Meter Rates are the same as above except

47+	46.98 per 1000
-----	----------------

This tier and rate for secondary meters has a conservation charge added





Water FY27 Projected Annual Increase

Usage	Current Annual Bill	Proposed Annual Bill	\$ Increase	% Increase
10,000	100.00	106.50	6.50	6.5%
15,000	150.00	159.75	9.75	6.5%
20,000	200.00	213.00	13.00	6.5%
25,000	250.00	266.25	16.25	6.5%
35,000	350.00	372.75	22.75	6.5%
45,000	487.17	518.85	31.68	6.5%
50,000	557.82	594.10	36.28	6.5%
55,000	628.47	669.35	40.88	6.5%
60,000	699.12	744.60	45.48	6.5%
70,000	840.42	895.10	54.68	6.5%
75,000	925.05	985.23	60.18	6.5%
80,000	1,019.00	1,085.28	66.28	6.5%
90,000	1,206.90	1,285.38	78.48	6.5%
100,000	1,394.80	1,485.48	90.68	6.5%
140,000	2,155.76	2,295.86	140.10	6.5%
150,000	2,390.46	2,545.86	155.40	6.5%
200,000	3,563.96	3,795.86	231.90	6.5%
300,000	5,910.96	6,295.86	384.90	6.5%
400,000	8,257.96	8,795.86	537.90	6.5%
500,000	10,604.96	11,295.86	690.90	6.5%
700,000	15,298.96	16,295.86	996.90	6.5%
1,000,000	22,339.96	23,795.86	1,455.90	6.5%
1,500,000	34,074.96	36,295.86	2,220.90	6.5%
2,000,000	45,809.96	48,795.86	2,985.90	6.5%
3,000,000	69,279.96	73,795.86	4,515.90	6.5%
4,000,000	92,749.96	98,795.86	6,045.90	6.5%
5,000,000	116,219.96	123,795.86	7,575.90	6.5%
6,000,000	139,689.96	148,795.86	9,105.90	6.5%
7,100,000	165,506.96	176,295.86	10,788.90	6.5%
7,500,000	174,894.96	186,295.86	11,400.90	6.5%

Fiscal Year 2027 Water Enterprise Fund

Approximately 71% of the Residents are within 55,000 gallons annual usage and Approximately 91% of the Residents are within 90,000 gallons per year which is the State's average annual use. There were approximately 9,956 residential users.



Fiscal Year 2027 Water Enterprise Fund

Comments or Questions

- Impact of Water Distribution Improvements
- Water Usage
- Projection of future years
- Retained Earnings
- Capital Projects
- State Hospital Connection to Town Sewer



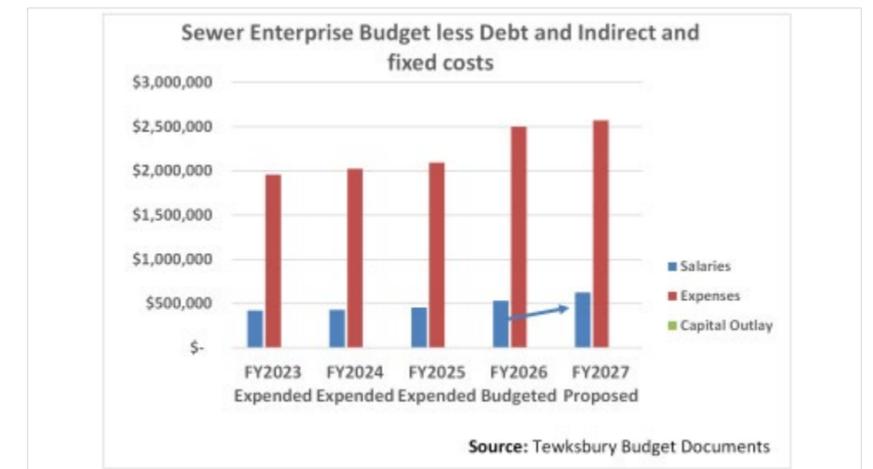


Fiscal Year 2027 Sewer Enterprise Fund

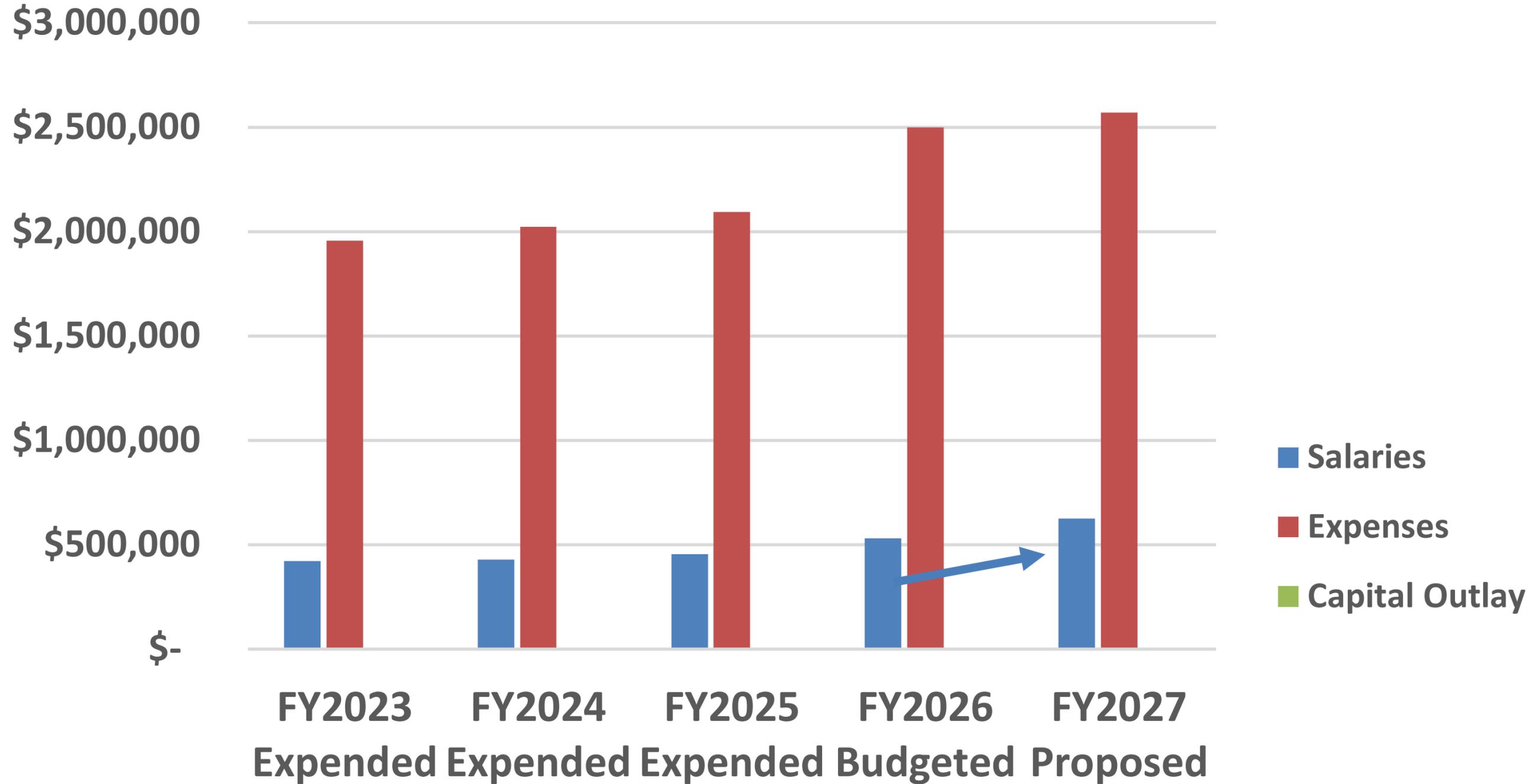
Town of Tewksbury Sewer Enterprise Fund Fiscal Year 2027 Proposed Budget

	FY2023 Expended	FY2024 Expended	FY2025 Expended	FY2026 Budgeted	FY2027 Proposed	Inc(Dec)	Inc(Dec) %
Salaries	\$ 422,295	\$ 429,580	\$ 455,089	\$ 531,111	\$ 625,384	\$ 94,273	18%
Expenses	1,955,809	2,022,756	2,093,822	2,499,841	2,571,076	71,235	3%
Capital Outlay	-	-	-	-	-	-	0%
	<u>\$ 2,378,104</u>	<u>\$ 2,452,336</u>	<u>\$ 2,548,911</u>	<u>\$ 3,030,952</u>	<u>\$ 3,196,460</u>	<u>\$ 165,508</u>	<u>5%</u>

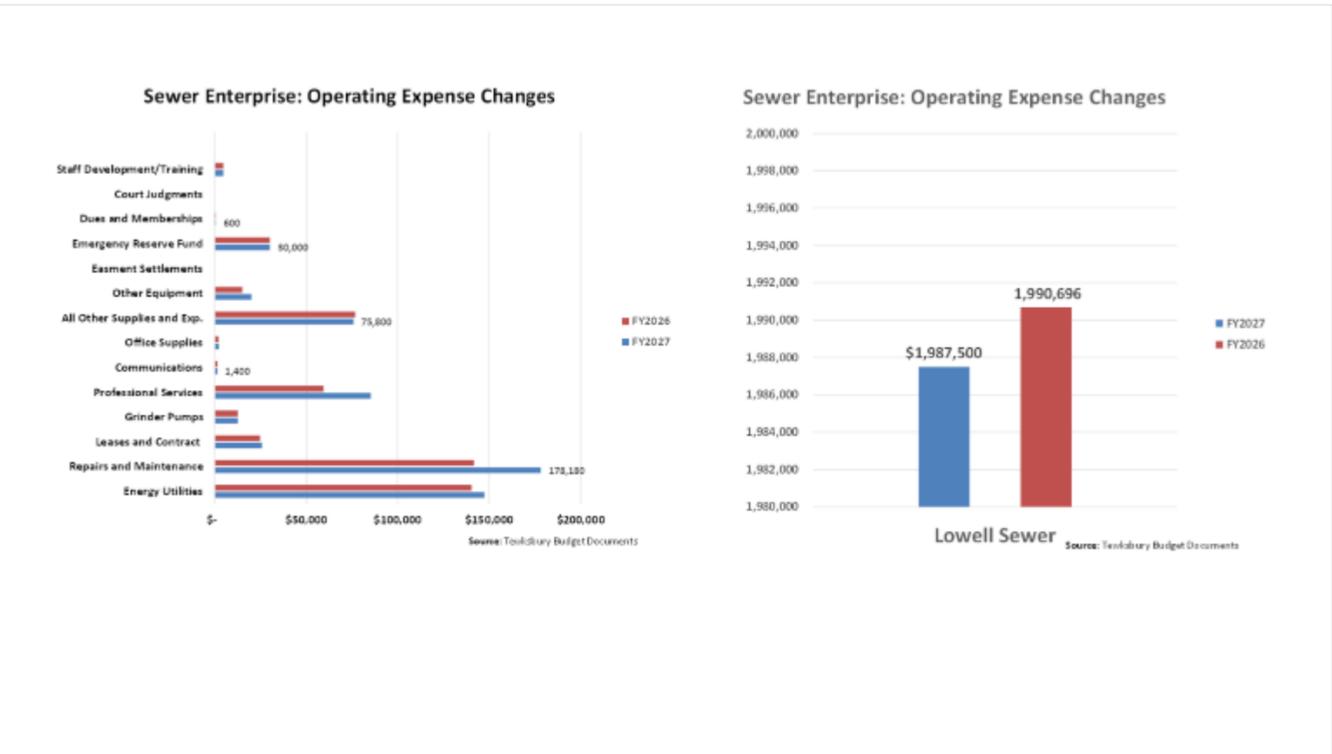
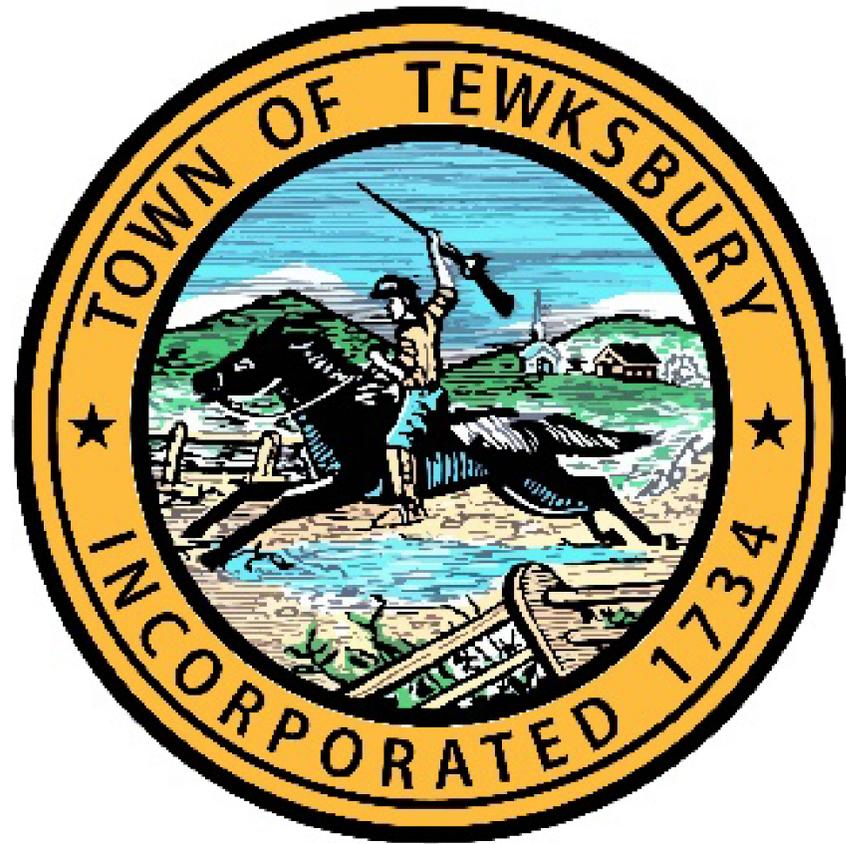
The Sewer Budget increase, exclusive of debt and indirect costs, is driven by salaries (18% Increase). An HMEO position was added to address pump station maintenance demands \$80K. Expenses increase of \$71K is primarily driven by increased demand for pump station maintenance.



Sewer Enterprise Budget less Debt and Indirect and fixed costs



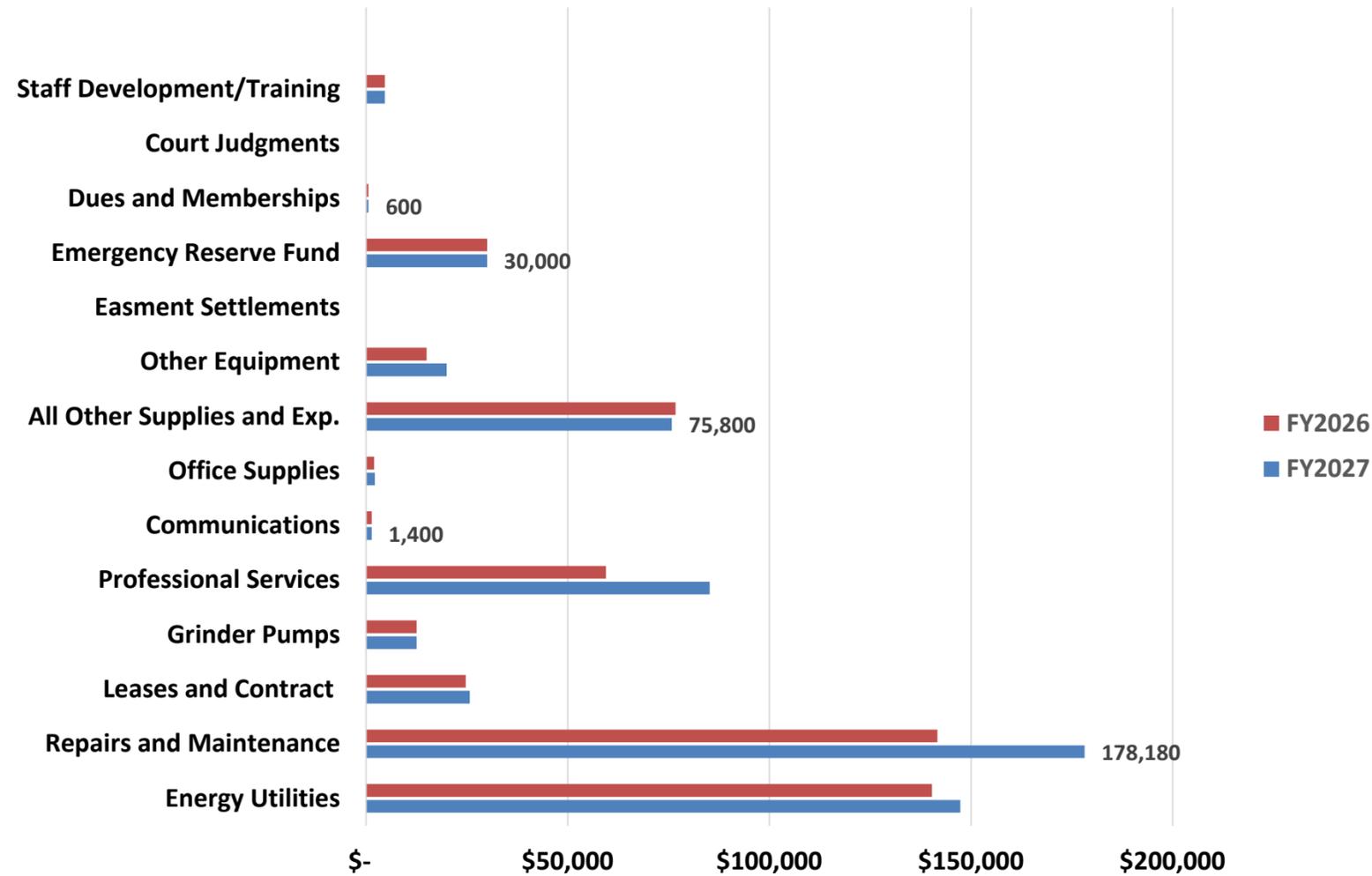
Source: Tewksbury Budget Documents



The biggest contributor to the increase in the Sewer Operating Budget is the Repair and Maintenance Line Item. This increased by 26% or \$36,500. Professional Service increased by 43% or \$25,725. Both increase are driven by increased demands in sewer pump station maintenance. The Lowell Sewer Assessment increased by .16% or \$3,196.

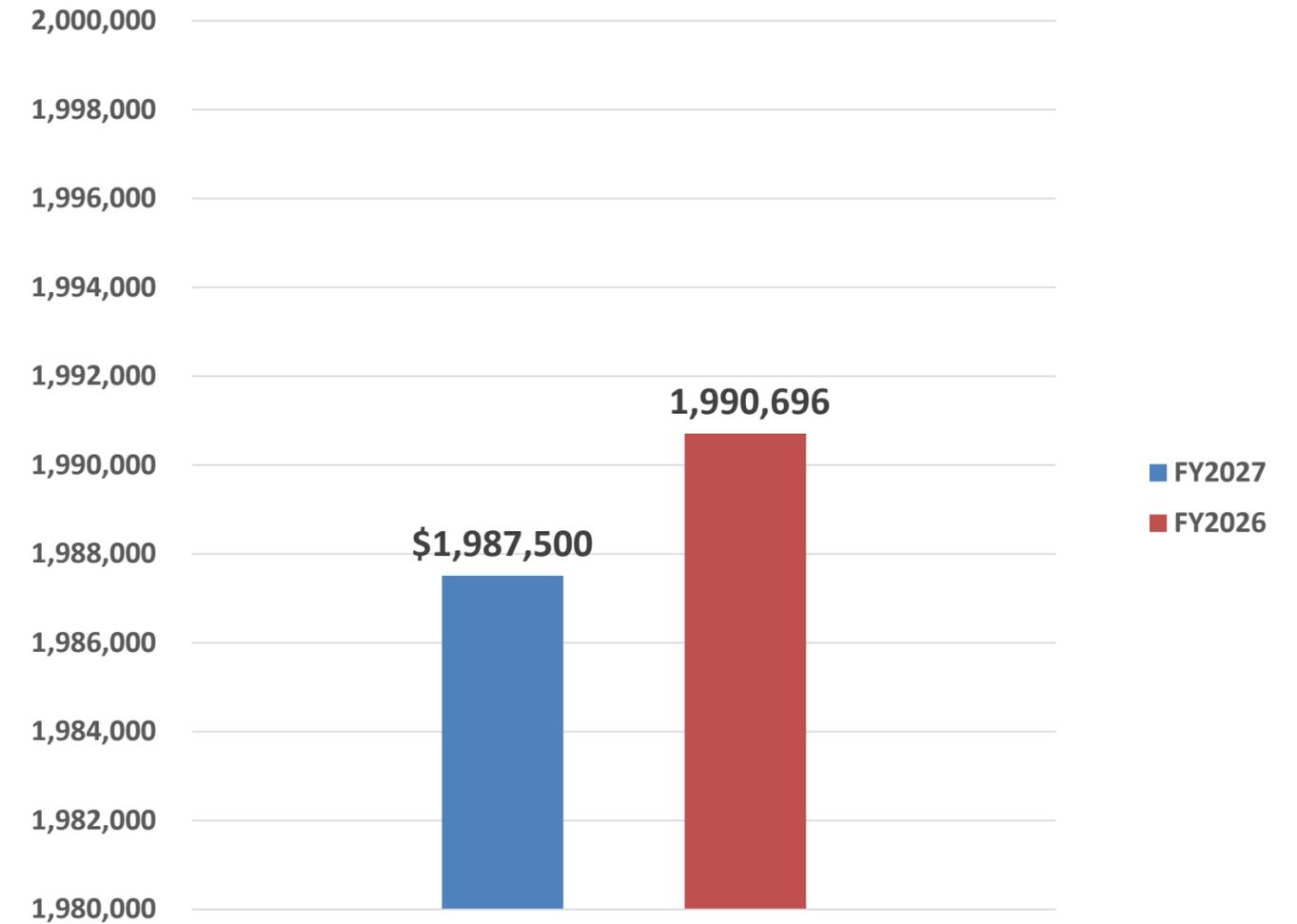
**Fiscal Year 2027
Sewer Enterprise
Fund**

Sewer Enterprise: Operating Expense Changes



Source: Tewksbury Budget Documents

Sewer Enterprise: Operating Expense Changes



Lowell Sewer

Source: Tewksbury Budget Documents



Fiscal Year 2027 Sewer Enterprise Fund

<u>Indirect Expenses</u>	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Town Manager	10,356	10,615	10,615	11,397	11,743	346
Accounting	10,597	11,812	11,631	10,816	11,222	405
Computer Services	2,588	3,061	5,018	7,865	7,394	(471)
Treasurer/Collector	35,150	38,297	33,270	35,490	35,807	316
Human Resources	2,085	2,274	2,317	3,003	3,341	338
Dept. of Public Works	407,293	433,586	431,757	465,065	492,268	27,204
Group Insurance	127,887	141,131	158,226	176,038	237,738	61,700
Retirement	86,065	52,951	56,540	60,336	64,355	4,019
Medicare	8,660	9,646	11,668	12,092	13,743	1,651
Property and Liability Insurance	28,521	32,736	31,852	34,712	40,566	5,854
Subtotal	\$ 719,202	\$ 736,109	\$ 752,894	\$ 816,812	\$ 918,175	\$ 101,363

Indirect Cost (Allocations): Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

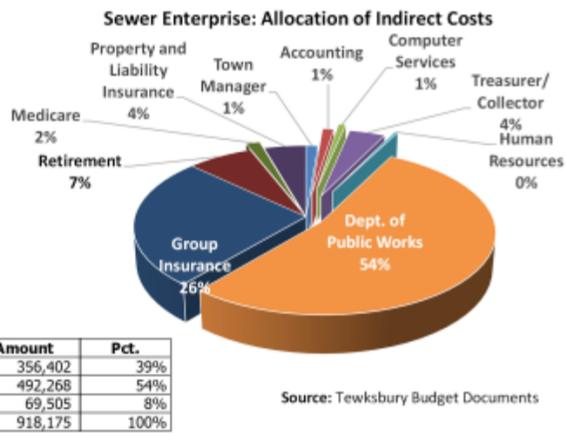


Fiscal Year 2027 Sewer Enterprise Fund

Total: \$848,670

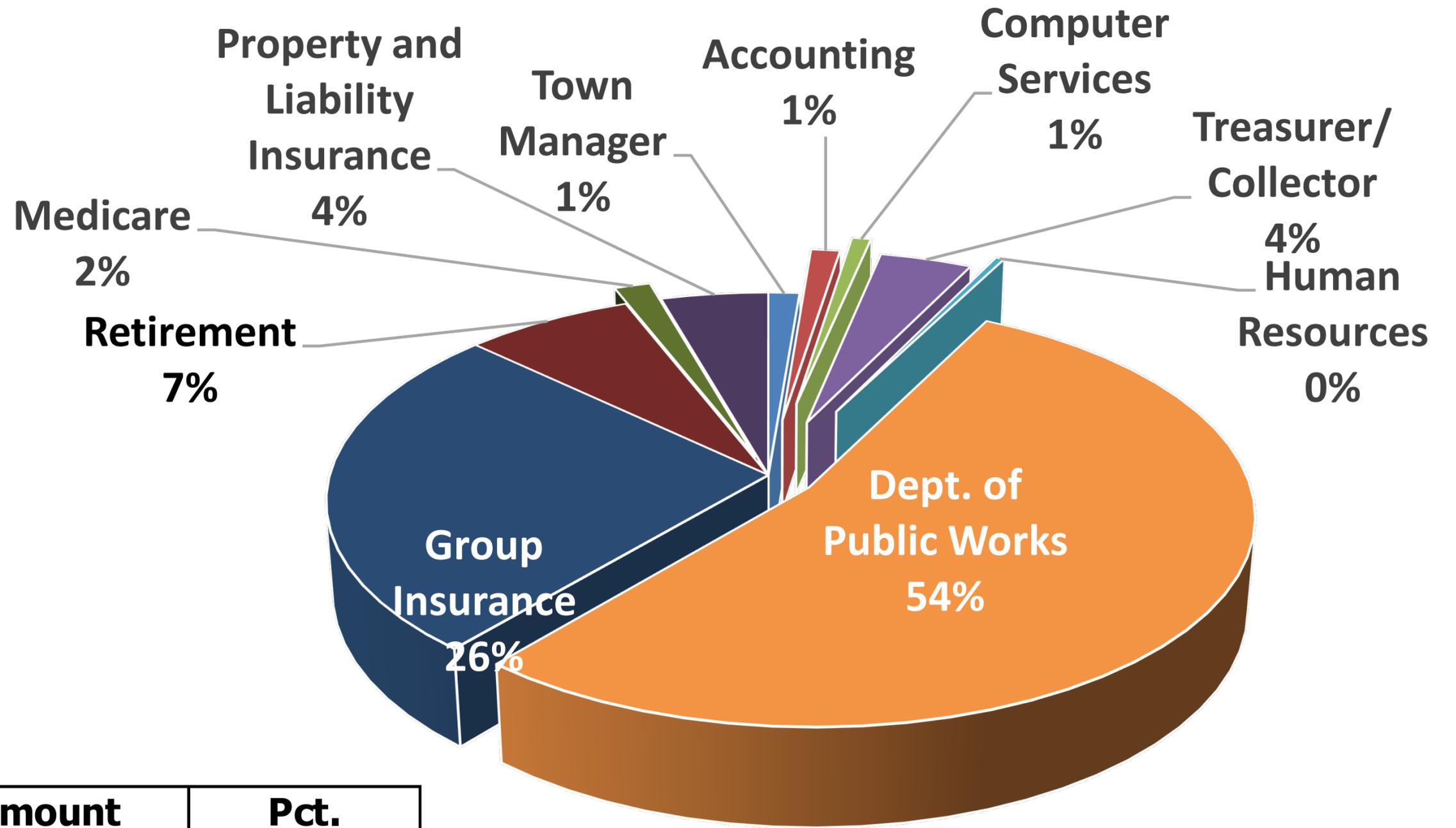
Indirect Expenses

	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Town Manager	10,356	10,615	10,615	11,397	11,743	346
Accounting	10,597	11,812	11,631	10,816	11,222	405
Computer Services	2,588	3,061	5,018	7,865	7,394	(471)
Treasurer/Collector	35,150	38,297	33,270	35,490	35,807	316
Human Resources	2,085	2,274	2,317	3,003	3,341	338
Dept. of Public Works	407,293	433,586	431,757	465,065	492,268	27,204
Group Insurance	127,887	141,131	158,226	176,038	237,738	61,700
Retirement	86,065	52,951	56,540	60,336	64,355	4,019
Medicare	8,660	9,646	11,668	12,092	13,743	1,651
Property and Liability Insurance	28,521	32,736	31,852	34,712	40,566	5,854
Subtotal	\$ 719,202	\$ 736,109	\$ 752,894	\$ 816,812	\$ 918,175	\$ 101,363



Indirect Costs are primarily Fixed Costs: Insurance, Retirement, Medicare and Property and Liability. Additionally, Public Works is a significant portion. These costs account for 92% of Indirect Cost.

Sewer Enterprise: Allocation of Indirect Costs



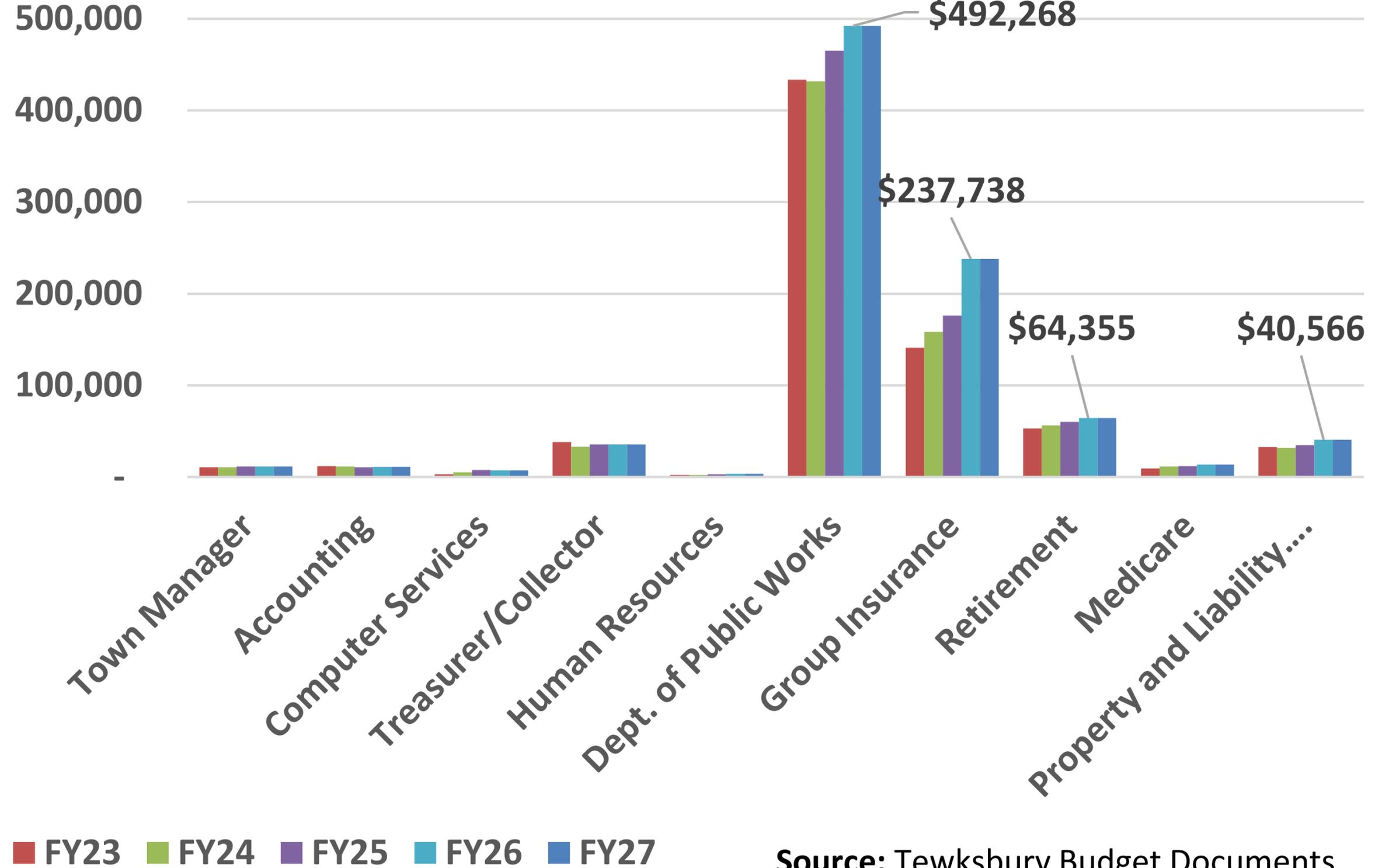
Cost	Amount	Pct.
Fixed	\$ 356,402	39%
DPW	492,268	54%
Other	69,505	8%
Total	\$ 918,175	100%

Source: Tewksbury Budget Documents



**Fiscal
Year 2027
Sewer
Enterprise
Fund**

Sewer Enterprise Budget: Indirect Cost Allocation over 5 Years



Source: Tewksbury Budget Documents



**TOWN OF TEWKSBURY
SEWER ENTERPRISE FUND
FISCAL YEAR 2027 PROPOSED BUDGET**

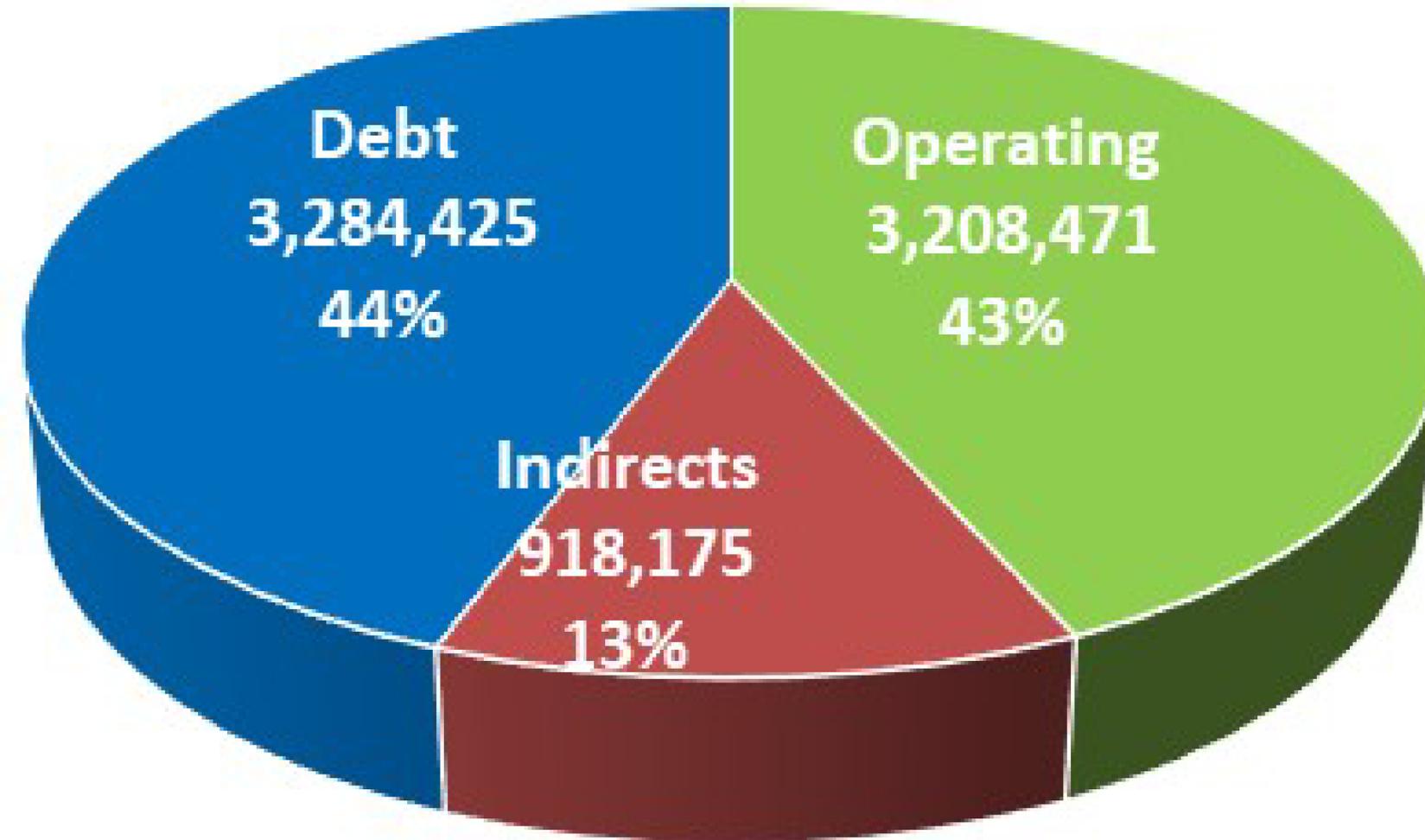
Fiscal
Year 2027
Sewer
Enterprise
Fund

<u>Direct Expenses</u>	FY2023 Expended	FY2024 Expended	FY2025 Expended	FY2026 Approved	FY2027 Recommended	Inc(Dec)
Salaries	422,295	\$ 429,580	\$ 455,089	\$ 531,111	\$ 625,384	\$ 94,273
New Position Expenses	326,022	417,970	338,406	479,145	553,576	74,431
Capital Outlay	-	-	-	-	-	-
Lowell Sewer Reserve Fund	1,629,787	1,604,785	1,755,416	1,990,696	1,987,500	(3,196)
Occupational Health	-	-	-	30,000	30,000	-
Other Post Employment Benefits	10,000	10,000	10,000	10,000	10,000	-
Debt	38,785	6,935	7,142	7,416	2,011	(5,405)
Subtotal	\$ 6,130,785	\$ 6,047,164	\$ 6,114,196	\$ 6,388,218	\$ 6,492,896	\$ 104,678
<hr/>						
<u>Indirect Expenses</u>	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Town Manager	10,356	10,615	10,615	11,397	11,743	346
Accounting	10,597	11,812	11,631	10,816	11,222	405
Computer Services	2,588	3,061	5,018	7,865	7,394	(471)
Treasurer/Collector	35,150	38,297	33,270	35,490	35,807	316
Human Resources	2,085	2,274	2,317	3,003	3,341	338
Dept. of Public Works	407,293	433,586	431,757	465,065	492,268	27,204
Group Insurance	127,887	141,131	158,226	176,038	237,738	61,700
Retirement	86,065	52,951	56,540	60,336	64,355	4,019
Medicare	8,660	9,646	11,668	12,092	13,743	1,651
Property and Liability....	28,521	32,736	31,852	34,712	40,566	5,854
Subtotal	\$ 719,202	\$ 736,109	\$ 752,894	\$ 816,812	\$ 918,175	\$ 101,363
<hr/>						
<u>Capital Expenditures</u>	-	-	-	Budget stable		-
Total Appropriation	\$ 6,849,987	\$ 6,783,273	\$ 6,867,090	\$ 7,205,030	\$ 7,411,071	\$ 206,041



Sewer Enterprise Budget Breakdown

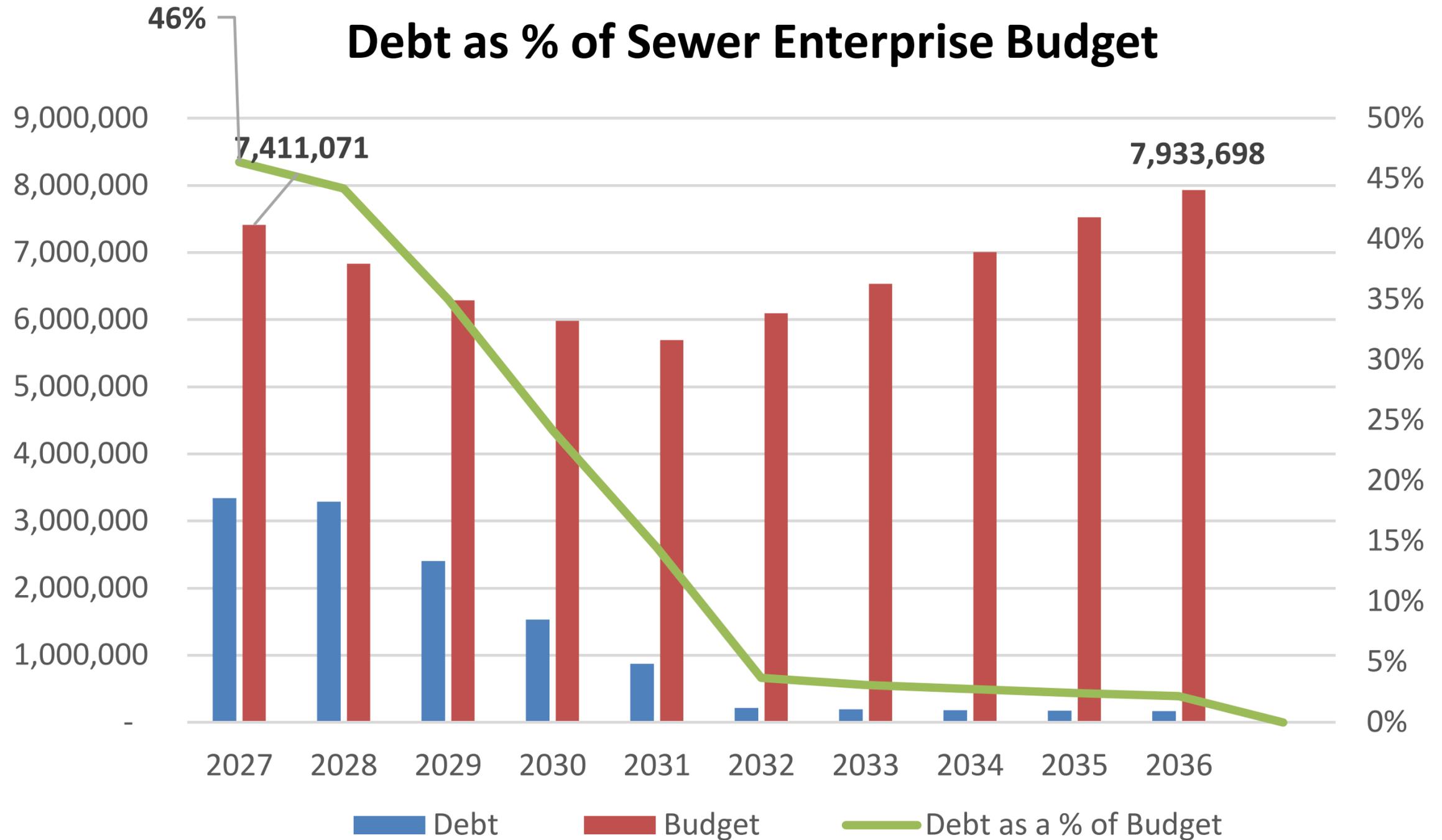
Fiscal
Year 2027
Water
Enterprise
Fund



Source: Tewksbury Budget Documents



Fiscal
Year 2027
Water
Enterprise
Fund



Source: Tewksbury Budget Documents



Fiscal Year 2027 Sewer Enterprise Capital Improvement Plan

PROJECT/PROGRAM	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Inflow and Infiltration I/I Control	250,000	250,000	250,000	250,000	250,000	1,250,000
Sewer Pump Station Improvements	350,000	350,000	350,000	350,000	350,000	1,750,000
Collections System Upgrades	-	-	-	-	-	-
Fleet and Equipment Replacement Program	680,000	-	-	150,000	150,000	980,000
	1,280,000	600,000	600,000	750,000	750,000	3,980,000

Fiscal Year 2027 -
Fiscal Year 2031:
\$3,980,000

All Capital from 2026-2030 is Projected to be funded by the Sewer Retained Earnings.

Sewer Retained Earnings Balance is \$4,618,325 and will be utilized over the next five years to implement Sewer Capital and offset Debt Service costs.

Balance Sewer Stabilization Fund \$4,414,515.

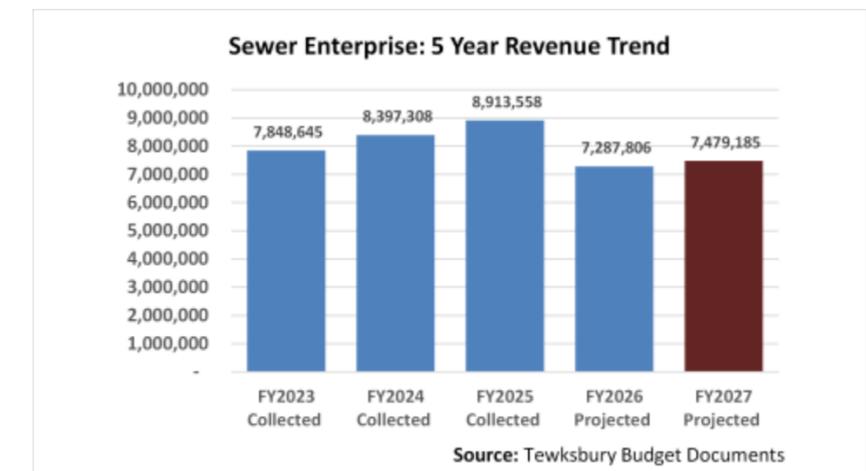


Fiscal Year 2027 Sewer Enterprise Fund

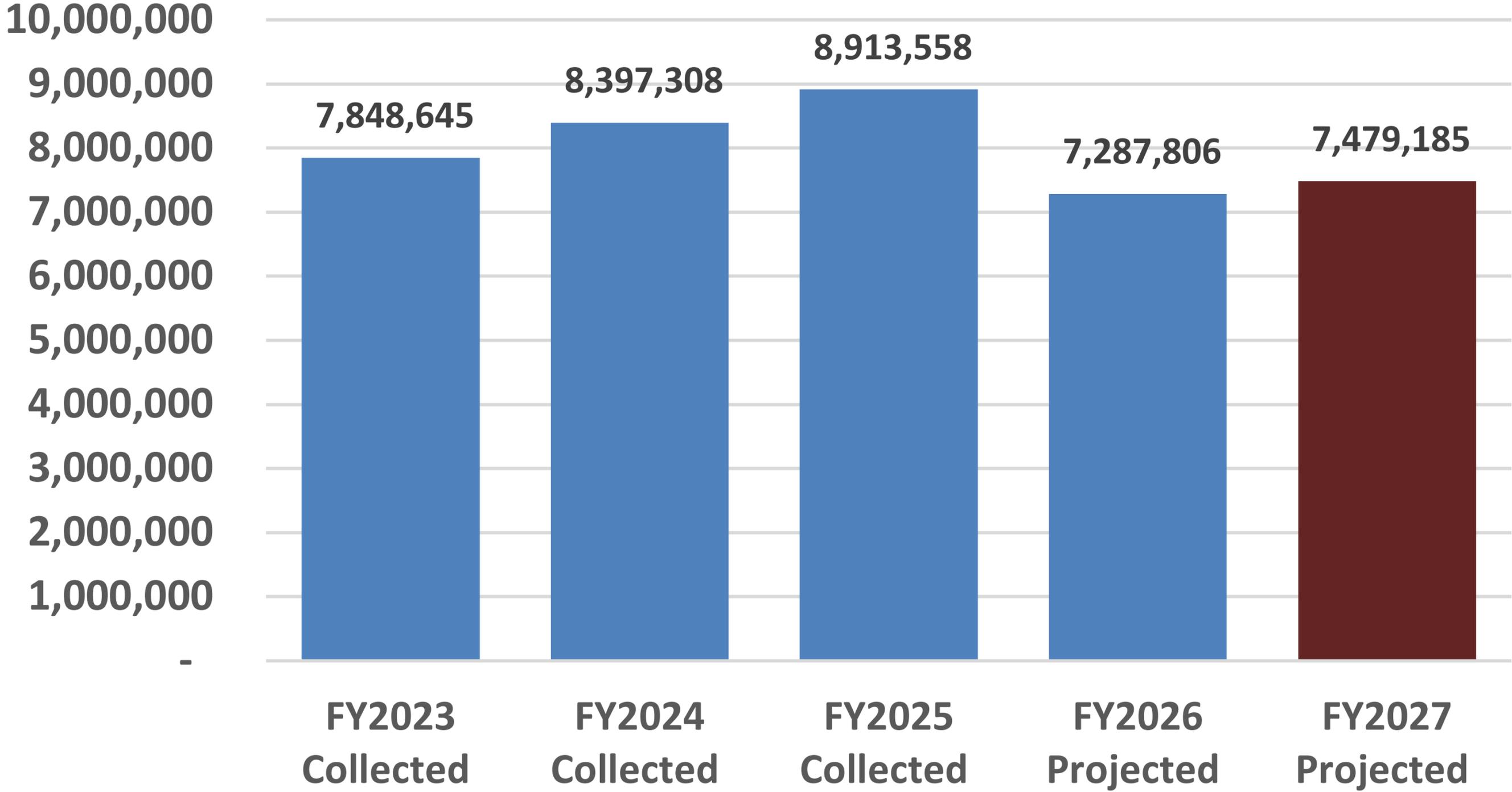
<u>Projected Sewer Revenue</u>	FY2023 Collected	FY2024 Collected	FY2025 Collected	FY2026 Projected	FY2027 Projected	Inc(Dec)
User Fees	6,664,051	6,936,997	6,789,167	6,042,806	6,204,185	161,378
All Sewer Liens/Interest/Fees	274,155	496,911	1,027,745	175,000	175,000	-
Connection Fees	122,200	83,400	212,205	100,000	100,000	-
All Other	38,239	-	14,440	100,000	100,000	-
Retained Earnings	750,000	880,000	870,000	870,000	900,000	30,000
Transfer From General Fund	-	-	-	-	-	-
Total Revenue	7,848,645	8,397,308	8,913,558	7,287,806	7,479,185	191,378
<i>Operating Deficit/Surplus</i>	<i>998,658</i>	<i>1,614,035</i>	<i>2,046,467</i>	<i>82,776</i>	<i>68,113</i>	<i>(14,663)</i>

Footnote: All Other Fees includes Connection Fees, Water Meter Fees, Demand Fees and Application Fees. The surplus in FY25 closed at the end of Fiscal year and was part of Certified Retained Earnings.

The Revenue picture reflects a stable outlook as sewer debt begins to mature capital investments are manageable.



Sewer Enterprise: 5 Year Revenue Trend



Source: Tewksbury Budget Documents



Fiscal Year 2027 Water Enterprise Fund

Impacts and Assumptions FY27 Water Rates:

- Sewer rates will increase in FY27 for both in Town and out of Town/exempt properties.
- Rates had not increased in 5 years prior to FY24 when sewer rates increased 3% in FY24 and 2% in FY25 and FY26 due to increased budget cost mainly in the Lowell Sewer Assessment.
- Sewer usage for revenue projections were based upon Actual usage in August 2021, December 2021 and April 2022 billing cycles. Projections are based on these three cycles as they have been the most consistent years not affected by external factors such as weather.
- Annual water usage is projected to be 649,350,523 gallons, which is no change from the projected usage in FY24.
- Collection Rate 94%
- Rate projections includes all Capital Improvements within the five (5) year CIP and annual funds for Sewer Maintenance.



Fiscal Year
2027 Sewer
Enterprise
Fund

Proposed Sewer Rate - In-Town:

Tiers	Current Rate (\$)	Proposed Rate (\$)
0-12 gals	7.75 per 1000	7.98 per 1000
13-24	9.98 per 1000	10.28 per 1000
25-46	14.15 per 1000	14.57 per 1000
47+	16.54 per 1000	17.04 per 1000

Proposed Sewer Rate - Out of Town and Exempt Property:

Tiers	Current Rate (\$)	Proposed Rate(\$)
0-12 gals	17.44 per 1000	17.96 per 1000
13-24	22.45 per 1000	23.12 per 1000
25-46	30.71 per 1000	31.63 per 1000
47+	35.93 per 1000	37.01 per 1000



Fiscal Year 2027 Sewer Enterprise Fund

Approximately 69% of the Residents are within 55,000 gallons annual usage and Approximately 92% of the Residents are within 90,000 gallons per year which is the State's average annual use. There were approximately 7167 residential users.

Sewer FY27 Projected Annual Increase				
Usage	Current Annual Bill	Proposed Annual Bill	\$ Increase	% Increase
10,000	77.50	79.80	2.30	3%
15,000	116.25	119.70	3.45	3%
20,000	155.00	159.60	4.60	3%
25,000	193.75	199.50	5.75	3%
35,000	271.25	279.30	8.05	3%
45,000	368.82	379.80	10.98	3%
50,000	418.72	431.20	12.48	3%
55,000	468.62	482.60	13.98	3%
60,000	518.52	534.00	15.48	3%
70,000	618.32	636.80	18.48	3%
75,000	680.73	701.07	20.34	3%
80,000	751.48	773.92	22.44	3%
90,000	892.98	919.62	26.64	3%
100,000	1,034.48	1,065.32	30.84	3%
140,000	1,605.26	1,653.06	47.80	3%
150,000	1,770.66	1,823.46	52.80	3%
200,000	2,597.66	2,675.46	77.80	3%
300,000	4,251.66	4,379.46	127.80	3%
400,000	5,905.66	6,083.46	177.80	3%
500,000	7,559.66	7,787.46	227.80	3%
700,000	10,867.66	11,195.46	327.80	3%
1,000,000	15,829.66	16,307.46	477.80	3%
1,500,000	24,099.66	24,827.46	727.80	3%
2,000,000	32,369.66	33,347.46	977.80	3%
3,000,000	48,909.66	50,387.46	1,477.80	3%
4,000,000	65,449.66	67,427.46	1,977.80	3%
5,000,000	81,989.66	84,467.46	2,477.80	3%
6,000,000	98,529.66	101,507.46	2,977.80	3%
7,100,000	116,723.66	120,251.46	3,527.80	3%
7,500,000	123,339.66	127,067.46	3,727.80	3%



Fiscal Year 2027 Sewer Enterprise Fund

Comments or Questions

- 78% of the potential users are connected (FY11 there were 62%)
- Future Debt Service
- Projection of future years
- Retained Earnings
- Out of Town users
- State Hospital use



Fiscal Year 2027 Stormwater Enterprise Fund

**TOWN OF TEWKSBURY
STORMWATER ENTERPRISE FUND
FISCAL YEAR 2027 PROPOSED BUDGET**

<u>Direct Expenses</u>	FY2023 Expended	FY2024 Expended	FY2025 Expended	FY2026 Approved	FY2027 Recommended	Inc(Dec)
Salaries			-	-	-	-
Expenses	506,934	625,656	328,771	754,800	755,600	800
Capital Outlay	620,669	-	-	-	-	-
Reserve Fund		-	-	25,000	25,000	-
Subtotal	\$ 1,127,603	\$ 625,656	\$ 328,771	\$ 779,800	\$ 780,600	\$ 800
<hr/>						
<u>Indirect Expenses</u>	FY2023	FY2024	FY2025	FY2026	FY2027 Recommended	Inc(Dec)
Subtotal			-	-	-	-
Capital Expenditures			-	-	-	-
Total Appropriation	\$ 1,127,603	\$ 625,656	\$ 328,771	\$ 779,800	\$ 780,600	\$ 800
<hr/>						
<u>Projected Stormwater Revenue</u>	FY2023 Collected	FY2024 Collected	FY2025 Collected	FY2026 Projected	FY2027 Projected	Inc(Dec)
User Fees	1,191,910	1,307,971	1,273,047	1,179,800	800,000	(379,800)
Total Revenue	\$ 1,191,910	\$ 1,307,971	\$ 1,273,047	\$ 1,179,800	\$ 800,000	\$ (379,800)
<hr/>						
Operating Deficit/Surplus	64,307	682,315	944,276	400,000	19,400	(380,600)

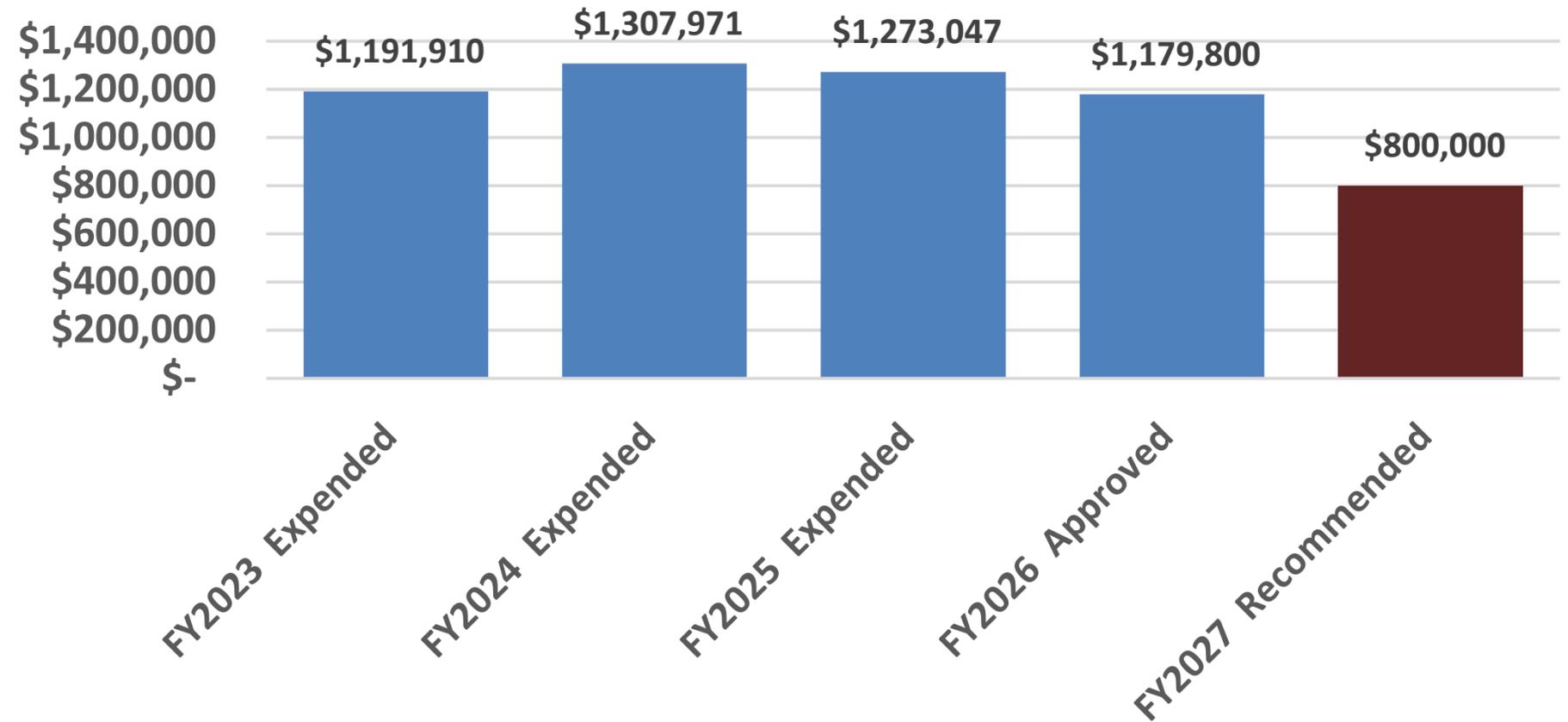


Fiscal Year 2027 Stormwater Enterprise Fund

The projected earnings for FY2027 is based on the FY2025 Actuals plus 2% due to prior year collections.

Stormwater collections have averaged \$1.15 million over five years.

Water Enterprise: 5 Year Revenue Trend



Source: Tewksbury Budget Documents



Fiscal Year 2027 Stormwater Enterprise Fund

- Tewksbury charges a flat fee for residential parcels with three or fewer units.
- Stormwater fee is based upon a billing metric known as an Equivalent Residential Unit (ERU).
- An ERU is used to compare impact to the stormwater system across different land use types.
- In Tewksbury, the ERU would equal the median impervious surface of a residential parcel with three units or less.
- The ERU in Tewksbury is 4,443SF which the Fee is based upon.
- The current annual flat fee/ERU is \$75 per year and will remain the same in FY27.
- Collection Rate 93%
- This year's capital expenditure (\$700,000) will be funded completely from Retained Earnings which has a balance of \$2,106,756



Fiscal Year 2027 Stormwater Capital Improvement Plan

PROJECT/PROGRAM	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Drains	700,000	300,000	400,000	400,000	600,000	2,400,000
Stormwater Compliance	-	-	-	-	-	-
Project Development	-	160,000	60,000	60,000	60,000	340,000
	700,000	460,000	460,000	460,000	660,000	2,740,000

This year's capital expenditure (\$700,000) will be funded completely from Retained Earnings which has a balance of \$2,106,756

**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2027 - 2031
SUMMARY**

ENTERPRISE FUNDS THAT WILL BE FUNDED BY RAISE AND APPROPRIATE, RETAINED EARNINGS OR ENTERPRISE STABILIZATION FUNDS

DEPARTMENT	PROJECT/ PROGRAM	FUNDING SOURCE	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Facilities and Grounds								
	Police Station	R&A/Stab. Fund/CPA Funds/Free Cash	\$ 100,000.0	\$ -	\$ -	\$ -	\$ -	\$ 100,000.0
	Library	R&A/Stab. Fund/CPA Funds/Free Cash	500,000	-	-	-	-	500,000
	Senior Center Chiller	R&A/Stab. Fund/CPA Funds/Free Cash	220,978	-	-	-	-	220,978
	Pickle Court Upgrades at Livingston	R&A/Stab. Fund/CPA Funds/Free Cash	35,180	-	-	-	-	35,180
	Recreation Fields and Facilities Improvements	R&A/Stab. Fund/CPA Funds/Free Cash	150,000	150,000	150,000	-	-	450,000
Total Facilities and Grounds			1,006,158	150,000	150,000	-	-	1,306,158
Fire Department								
	New Ambulance and Equipment	R&A/Stab. Fund/Free Cash	-	500,000	-	525,000	-	1,025,000
	New Engine	R&A/Stab. Fund/Free Cash	950,000	-	-	-	1,000,000	1,950,000
	North Fire Station Renovation	R&A/Stab. Fund/Free Cash	-	1,500,000	-	-	-	1,500,000
	New Vehicle Pick Up Truck	R&A/Stab. Fund/Free Cash	-	-	95,000	-	-	95,000
	New Scba Bottles	R&A/Stab. Fund/Free Cash	-	-	-	-	90,000	90,000
	Turnout Gear and New Equipment	R&A/Stab. Fund/Free Cash	-	50,000	50,000	-	-	100,000
Total Fire Department			950,000	2,050,000	145,000	525,000	1,090,000	4,760,000
Public Works Department								
Transportation								
Public Works (General Fund)	Pavement Management Preventative Maintenance	R&A/Stab. Fund/FC/Borrowing/CH90	200,000	200,000	200,000	200,000	200,000	1,000,000
Public Works (General Fund)	Pavement Management Reconstruction/Resurfacing	R&A/Stab. Fund/FC/Borrowing/CH90	945,000	445,000	695,000	445,000	445,000	2,975,000
Public Works (General Fund)	Sidewalks	R&A/Stab. Fund/FC/Borrowing/CH90	-	2,000,000	-	1,000,000	500,000	3,500,000
Public Works (General Fund)	Improvement Projects	R&A/Stab. Fund/FC/Borrowing/CH90	200,000	55,000	200,000	200,000	200,000	855,000
Public Works (General Fund)	Project Development	R&A/Stab. Fund/FC/Borrowing/CH90	-	-	100,000	100,000	100,000	300,000
Total Transportation			1,345,000	2,700,000	1,195,000	1,945,000	1,445,000	8,630,000
Public Works Department								
Fleet and Equipment								
Public Works (General Fund)	Vehicles and Equipment	R&A/Stab. Fund/Free Cash	90,000	800,000	850,000	-	-	1,740,000
Total Fleet and Equipment			90,000	800,000	850,000	-	-	1,740,000
Grand Total DPW			1,435,000	3,500,000	2,045,000	1,945,000	1,445,000	10,370,000
School Department								
All Schools	Critical Incident Mapping Software	Borrowing/R&A/Retained Earnings	27,800	-	-	-	-	27,800
Total School			27,800	-	-	-	-	27,800
Grand Total General Fund			3,418,958	5,700,000	2,340,000	2,470,000	2,535,000	16,463,958



Tewksbury

Five Year

Capital

Plan

FY2027 —

FY2031



**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2027 -2031
SUMMARY**

ENTERPRISE FUNDS THAT WILL BE FUNDED BY RAISE AND A APPROPRIATE, RETAINED EARNINGS OR ENTERPRISE STABILIZATION FUNDS

DEPARTMENT	PROJECT/ PROGRAM	FUNDING SOURCE	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Public Works Department								
Sewer Enterprise Fund								
Public Works (Sewer)	Inflow and Infiltration I/I Control	Borrowing/R&A/Retained Earnings	250,000	250,000	250,000	250,000	250,000	1,250,000
Public Works (Sewer)	Sewer Pump Station Improvements	Borrowing/R&A/Retained Earnings	350,000	350,000	350,000	350,000	350,000	1,750,000
Public Works (Sewer)	Collections System Upgrades	Borrowing/R&A/Retained Earnings	-	-	-	-	-	-
Public Works (Sewer)	Fleet and Equipment Replacement Program	R&A/Ent. Fund	680,000	-	-	150,000	150,000	980,000
Total Sewer Enterprise Fund			1,280,000	600,000	600,000	750,000	750,000	3,980,000
Public Works Department								
Water Enterprise Fund								
Public Works (Water)	Hydrant Replacement Program	R&A Ent. Fund/Retained Earnings	150,000	175,000	175,000	175,000	200,000	875,000
Public Works (Water)	Water Distribution System Improvements	Borrowing/R&A/Retained Earnings	-	-	-	-	-	-
Public Works (Water)	Water Treatment Plant and Tank Maint./Upgrades	Borrowing/R&A/Retained Earnings	200,000	150,000	250,000	250,000	250,000	1,100,000
Public Works (Water)	Water Meter Replacement	Borrowing/R&A/Retained Earnings	-	-	-	-	-	-
Public Works (Water)	Fleet and Equipment Replacement Program	R&A Ent. Fund/Retained Earnings	505,000	-	-	150,000	150,000	805,000
Total Water Enterprise Fund			855,000	325,000	425,000	575,000	600,000	2,780,000
Public Works Department								
Stormwater Enterprise Fund								
Public Works (Stormwater)	Drains	R&A Ent. Fund/Retained Earnings	700,000	300,000	400,000	400,000	600,000	2,400,000
Public Works (Stormwater)	Stormwater Compliance	R&A Ent. Fund/Retained Earnings	-	-	-	-	-	-
Public Works (Stormwater)	Project Development	R&A Ent. Fund/Retained Earnings	-	160,000	60,000	60,000	60,000	340,000
Total Stormwater Enterprise Fund			700,000	460,000	460,000	460,000	660,000	2,740,000
Telemedia Department								
Telemedia Enterprise Fund								
Telemedia Department	Wynn School Theater	R&A Ent. Fund/Retained Earnings	180,000	-	-	-	-	180,000
Telemedia Department	Podcast Studio	R&A Ent. Fund/Retained Earnings	-	-	-	-	-	-
Total Telemedia Enterprise Fund			180,000	-	-	-	-	180,000
PFAS Funding								
Department								
Fire Department	Cancer Screening	R&A Ent. Fund/Retained Earnings/PFAS	63,000	-	-	-	-	63,000
Total PFAS Fund			63,000	-	-	-	-	63,000
Borrowing (Water)								
Water Distribution	Water Distribution System Improvements	Borrowing	5,400,000	5,400,000	5,400,000	5,400,000	5,400,000	27,000,000
Water Distribution	Water Meter Replacement	Borrowing	1,500,000	-	-	-	-	1,500,000
Total Borrowing			6,900,000	5,400,000	5,400,000	5,400,000	5,400,000	28,500,000
Total DPW, Telemedia, PFAS and Water Borrowing			9,978,000	6,785,000	6,885,000	7,185,000	7,410,000	38,243,000
Grand Total All Capital Projects Per Year			13,396,958	12,485,000	9,225,000	9,655,000	9,945,000	
Grand Total All Projects All Years								54,706,958

Tewksbury

Five Year

Capital Plan

Enterprise

Funds FY2027

- FY2031



Tewksbury
 Five Year
 Capital Plan
 Enterprise
 Funds
 FY2027 –
 FY2031

These Capital Projects are
 proposed to be funded by
 the Stabilization Fund
 which will be replenished
 in the fall after
 certification of free cash.

Stabilization Fund Balance	\$ 23,325,231
DPW	
Description	Amount
Sidewalk Complete Streets	\$ 500,000
6-8 Yard Sander with Modifications	55,000
4 Yard Sander with Modifications	35,000
Total DPW	\$ 590,000
Fire	
Description	Amount
New Fire Truck and Equipment	\$ 950,000
Total Fire	\$ 950,000
Facilities and Grounds	
Description	Amount
Police Station Upgrades	\$ 100,000
Library Roof	500,000
Senior Center Chiller	220,978
Pickle Court Upgrades Livingston	35,180
Recreation Fields & Facilities Improvements	150,000
Total Facilities & Grounds	\$ 1,006,158
	\$ 2,546,158
School	
Description	Amount
Critical Incident Mapping Software	\$ 27,800
School	\$ 27,800
Total General Fund	\$ 2,573,958
Stabilization Fund Balance After Transfer	\$ 20,751,273



Tewksbury Five Year Capital Plan Enterprise Funds FY2027

– FY2031

These Capital Projects are proposed to be funded by Water and Sewer Retained Earnings

Water Retained Earnings Balance	\$	1,084,756
Water Enterprise Fund		
Description (Transfer from Retained Earnings)		Amount
Water Treatment Plant Improvements	\$	200,000
Hydrant Replacement Program		150,000
Ford Maintainer		45,000
Sterling Vac Truck - Major Repairs		60,000
Sterling Vac Truck		400,000
Total Water	\$	<u>855,000</u>
Water Retained Earnings Balance After Transfer	\$	229,756

Sewer Retained Earnings Balance	\$	4,618,325
Sewer Enterprise Fund		
Description (Transfer from Retained Earnings)		Amount
Inflow and Infiltration I/I Control	\$	250,000
Pump Station Improvements		350,000
Ford Maintainer		45,000
Sterling Vac Truck - Major Repairs		60,000
Sterling Vac Truck		400,000
Mobile - Sewer Jetter		175,000
Total Sewer	\$	<u>1,280,000</u>
Sewer Retained Earnings Balance After Transfer	\$	3,338,325



Tewksbury Five Year Capital Plan Enterprise Funds FY2027 – FY2031

These Capital Projects are proposed to be funded by Stormwater and Cable Retained Earnings

Stormwater Retained Earnings Balance	\$ 2,106,756	
Stormwater Enterprise Fund		
Description	Amount	Notes
Drainage Improvements & Upgrades	\$ 700,000	Transfer from Retained Earnings
Total Stormwater	<u>\$ 700,000</u>	
Stormwater Retained Earnings Balance After Transfer	\$ 1,406,756	

Telemedia Retained Earnings Balance	\$ 2,992,107	
Telemedia Enterprise Fund		
Description	Amount	Notes
Ella Flemming convert room to Studio/Podcast	180,000	Raise and Appropriate
Total Telemedia	<u>\$ 180,000</u>	
Telemedia Retained Earnings Balance After Transfer	\$ 2,992,107	



Tewksbury Five Year Capital Plan Enterprise Funds FY2027

–FY2031

The Total Capital Commitment for Fiscal year 2027

Total Funding

Total Capital R&A/Stabilization/Retained Earnings	\$	5,588,958
Total Borrowing		6,900,000
Chapter 90/Grants		845,000
PFAS Funding Fire	\$	63,000
Total Captial Projects FY26	\$	13,396,958



Town Manager Recommended Budget

Questions and Comments

**TOWN COUNSEL
INVOICE**

FEELEY & BROWN, P.C.

Attorneys at Law

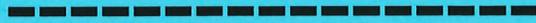
John Curran, Town Manager
Tewksbury Town Hall
1009 Main Street
Tewksbury, MA 01876

02/01/26

**FOR TOWN COUNSEL RENDERED JANUARY 1, 2026 THROUGH
JANUARY 15, 2026**

	Hours	Amount
Review Contracts	0.75	127.50
Land Use Issues Potential Conflict, Newton Ave.	1.5	255.00
Battery Storage Issues-Review issues/multiple meetings	4.25	722.50
BOH Issues-Revise Regulations	1.25	212.50
Zoning Issues-Research & review ADU applications/issues	1.75	297.50
Trahan School-multiple telephone conversations	1.25	212.50
Walmart Pump Station-Document review, conversations w/Walmart counsel and Town	2.5	425.00
Firearm Permit Appeals-Document review, appear in Dist. Ct.	2.75	467.50
MBTA Act	2	340.00
TOTAL DUE		\$3,060.00

MINUTES
APPROVAL PENDING





SELECT BOARD
TOWN OF TEWKSBURY
TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876

MARK KRATMAN, CHAIR
ERIC RYDER, VICE CHAIR
RICH RUSSO, JR., CLERK
JAMES F. MACKEY, III, MEMBER
PATRICK HOLLAND, MEMBER

TEL (978)-640-4300
FAX (978) 640-4302

December 16, 2025 – Meeting Minutes
Tewksbury Town Hall
1009 Main Street

Present: Mr. Mark Kratman, Chair; Mr. James F. Mackey, III, Board Member; Mr. Patrick Holland, Board Member, and Mr. Rich Russo, Clerk

Not Present: Mr. Eric Ryder, Vice-Chair (Excused)

Also Present: Mr. John Curran, Town Manager

Chair Kratman opened the regular meeting of the Select Board at 7:00 p.m.

SCHEDULED ITEMS: (PUBLIC HEARINGS)

1. Vikram Car Service Corporation: 40 Wells Drive – Hackney Vehicle License

Mr. Gurmukh Banwait was present to discuss the request.

Chair Kratman asked whether any Board members had questions or comments.

Board Member Holland asked which operational area would be covered. Mr. Banwait replied that he would primarily be driving to and from Logan International Airport.

Board Member Holland asked if the applicant had a Certificate of Insurance. Mr. Banwait confirmed he had a Certificate of Insurance.

Chair Kratman asked whether any members of the public had questions or comments. There were none.

MOTION: Board Member Russo made a motion to close the public hearing. Board Member Holland seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

MOTION: Board Member Mackey made a motion to approve the Hackney Vehicle License. Board Member Holland seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

Recorder's Note: Chair Kratman took the agenda out of order.

2. Lisa's Family Pizzeria: 2312 Main Street – Common Victualler License (New Owner)

Ms. Jennifer Deacon was present on behalf of the application. Ms. Deacon explained that she owned multiple pizza shops in Canada and wanted to expand their footprint to the United States.

Chair Kratman asked whether any Board members had questions or comments.

Board Member Russo asked whether the applicant planned to serve alcohol. Ms. Deacon replied that they were not.

Board Member Holland asked if there was a grease tank outside of the building. Ms. Deacon replied that an external tank was located outside the building.

Chair Kratman asked if there were members of the public who had questions or comments. There were none.

MOTION: Board Member Holland made a motion to close the public hearing. Board Member Russo seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

MOTION: Board Member Mackey made a motion to approve the request for a Common Victualler License. Board Member Russo seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

RESIDENTS

Ms. Christine Chesbrough, 398 Chandler Street, addressed the Board and noted that the proposed lithium battery infrastructure project would impact the town for years to come, with potential implications for public safety, environmental protection, emergency response, and quality of life. Given the nature of lithium battery facilities and their known risks, residents requested transparency regarding the Community Host Agreement for the project and that it should be shared publicly. She asked that the agreement be discussed in an open forum, where questions and comments could be raised before the document was signed.

Ms. Dawn Sheehan, 100B Starr Avenue, addressed the Board and said she was present to discuss the lithium battery site. She presented data on carbon monoxide emissions that could result from a single battery catching fire. She asked how many outreach meetings the Board had held with residents about the proposed facility.

Ms. Linda Martin, 25 Emerald Court, addressed the Board and said that at the December 2, 2025, Select Board meeting, Mr. Peter McCoy had asked the Select Board to clarify their position on the proposed lithium-ion facility. She said no one provided a direct response, but instead stated that: "that this process was up to the state and they would make the determination, and that the Board's only concern was with the safety and the operations of the facility."

Ms. Martin asked how much the Town of Tewksbury was paying the independent legal counsel who was representing the town regarding the matter.

Mr. Gerard Corbiin, 82 Emerald Court, addressed the Board and read aloud from the letter that he sent to the Select Board, as summarized below:

“A procedural conference for the Hillman Energy Center proposal was held on December 11, 2025, by the Energy Facility Siting Board of the Department of Public Utilities. The conference focused, in part, on several expert witnesses, the two current interveners, the Town of Tewksbury, and the law firm that Maureen DePalma and Dennis Sheehan hired planned to present at the evidentiary hearing scheduled to begin in February. Counsel from Senie Law Firm indicated plans for five expert witnesses, and in contrast, the Town of Tewksbury’s Counsel anticipated one expert witness in addition to testimony from the Town Manager, Mr. John Curran.

Mr. Curran wrote a letter dated October 9, 2025, in which he stated that: The Hillman Battery Energy Storage System proposal currently before the Energy Facilities Siting Board is of the utmost concern to the Select Board and the local officials. The town’s primary focus is on the potential impact of public health and safety in the community. The town is fully committed to representing the town’s interests in an intervening party through the EFSB process.

Mr. Corbin said he understood that the Board of Health wanted to be an intervener but could not afford to retain its own lawyer. He asked why they could not have access to the same lawyer the Select Board had.

Mr. Ryan Lloyd, 159 Booth Street, addressed the Board and said the residents at Emerald Court were very concerned about the possibility of one of the batteries catching on fire. He added that many residents were elderly, making evacuation even more difficult.

NEW BUSINESS

1. Approval of Donation to the Senior Center

Mr. Curran stated that the town had received a \$2,000 anonymous donation for the Senior Center.

MOTION: Board Member Holland made a motion to accept the \$2,000 donation, with the Select Board's sincere gratitude. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

2. Approval of Donation to the Police Department

Mr. Curran stated that the town had received donations of \$750.00 from both Ostrofsky Plumbing & Heating and 978 Plumbing, Inc., for the police department, and requested that the funds be used to help community members in need during the holiday season.

MOTION: Board Member Holland made a motion to accept the donations from Ostrofsky Plumbing & Heating and 978 Plumbing, Inc., with the Select Board’s sincere gratitude. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

3. Approval of Donation to the Veterans Department

Mr. Curran stated that the town had received two \$25.00 gift cards as donations from Oakdale Liquor Store for the Veteran’s Holiday Luncheon.

MOTION: Board Member Mackey made a motion to accept the donation from Oakdale Liquor Store, with the Select Board’s sincere gratitude. Board Member Holland seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

4. Trahan School Project Documents

Mr. Curran stated that the Select Board had three documents in their packets and noted that the Board had voted to approve them at the November 4, 2025, meeting. He said they executed only one document, the Option to Lease. He added that, after speaking with the attorneys on both sides, they recommended that all documents be executed. He said it did not require a vote.

Board Member Mackey expressed concern that the documents were incomplete. He further suggested that they seek legal counsel’s opinion.

Mr. Curran explained that Trahan Development's legal counsel stated they needed all executed documents to demonstrate the Town of Tewksbury's commitment to all four documents. He further explained that he asked legal counsel whether executing the documents before certain milestones was acceptable, and that counsel did not see any issues with it.

Board Member Russo noted that the missing exhibits and other missing information should be made available to the Select Board before they were executed. Mr. Curran replied that the exhibits had been provided to the Board.

5. License Renewals: Automatic Amusement, Class Auto, Common Victualler, Entertainment, Farmer’s Market, Liquor, and Marijuana

a. Automatic Amusement License Renewals

Name of Establishment	Notes
Knights of Columbus	
Oscar's Pinatas	Pending water bills & personal property
Tewksbury/Wilmington Elks	

MOTION: Board Member Mackey made a motion to approve the above-listed licenses, contingent on any notations being resolved. Board Member Russo seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

b. Class License Renewals

Name of Establishment	Notes
1032 Motor Cars	Pending real estate taxes/Worker's Comp & Surety Bond
A-K Motors	
Boutiette’s Auto Body	Pending renewal fee
Domenic Germano	Pending Worker's Com & Surety Bond
Eco Auto	
Speed Motors	Pending renewal fee
Taktak Auto Group	

MOTION: Board Member Russo made a motion to approve the above-listed licenses, contingent on any notations being resolved. Board Member Holland seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

c. Common Victualler Renewal Licenses

Name of Establishment	Notes
Al Maidah Indian Restaurant	
Anthony's Roast Beef	
Capellini's	
Dandi-Lyons	Pending water bill and personal property taxes
Dunkin' Donuts (8 locations)	
Edible Arrangements	
Giovanni's	
Hunan Wok	Pending renewal fee
Jimbo's Roast Beef	
Knights of Columbus	
Longmeadow Gold Club	
McDonald's	Pending personal property taxes
Meadowlands	
Oscar's Pinatas	Pending water bill and personal property taxes
Perfecto's Café	Pending personal property taxes
Subway	Pending personal property taxes
Tewksbury/Wilmington Elks	
The Pull-Up	Pending 2025 & 2026 water bills
Yujo, Inc.	ON HOLD w/building

MOTION: Board Member Russo made a motion to approve the above-listed licenses, contingent on any notations being resolved. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

d. Entertainment License Renewals

Name of Establishment	Notes
Jon Ryan's	Pending outstanding renewal fee
Knights of Columbus	
Longmeadow Golf Club	
Oscar's Pinatas	Pending water bill and personal property taxes
Tewksbury/Wilmington Elks	

MOTION: Board Member Russo made a motion to approve the above-listed licenses, contingent on any notations being resolved. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

e. Farmer’s Market License Renewals

Name of Establishment	Notes
Aaronap Cellers	
Blisspoint Meadery	

MOTION: Board Member Russo made a motion to approve the above-listed Farmer’s Market license renewals. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

f. Liquor License Renewals

Name of Establishment	Notes
3 Amigos	
99 Restaurant	
AJ’s Beer & Wine	
Angelina’s	Pending ABCC renewal form
Brothers Sports Bar	
Capellini’s	Pending fire and building inspections
Cracker Barrel	
Hilton Garden Inn	
Jon Ryan’s	Pending ABCC renewal form and liquor liability
Knights of Columbus	
Longhorn’s	
Longmeadow Golf Club	
Luna Rossa	
Main Street Sports Grill	
Mango’s Thai Cuisine	Pending water bill and personal property taxes
Oscar’s Pinatas	Pending ABCC renewal form and liquor liability
Tewksbury/Wilmington Elks	
Trull Brook Golf Course	Pending ABCC renewal form
Yujo, Inc.	ON HOLD w/building

MOTION: Board Member Russo made a motion to approve the above-listed Liquor License Renewals, contingent on any notations being resolved. Board Member Holland seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

g. Retail Marijuana License Renewals

Name of Establishment	Notes
Lazy River Products	Pending liability insurance, fire & building inspections

MOTION: Board Member Russo made a motion to approve the above-listed Retail Marijuana License Renewal, contingent on any notations being resolved. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

TOWN MANAGER REPORT

Mr. Curran informed the Select Board on the following matters:

- Mr. Curran introduced Mr. Robert Maynard as the new Assistant Town Manager for the Town of Tewksbury.
- On November 22nd, public safety personnel responded to a report regarding an unresponsive male. Dispatcher Josh Whitemore had initiated CPR instructions with the victim's wife over the telephone while police officers Leffler, Sheehan, and Speller gained entrance to the home, and the male was transferred to Lahey's Critical Care Unit. Due to the efforts of the entire team, he lived for eight days and passed away surrounded by his family. He commended the public safety personnel.
- Congratulated Alexandra Lowder for conducting another successful Tree Lighting Ceremony.
- A task force would be put together in the area near Walmart & Motel 6 to talk about increasing police presence and economic development.
- Mr. Curran explained what a PILOT (Payment in Lieu of Taxes) program was, as summarized below:

Property Tax is the most significant source of revenue for the Town of Tewksbury. This source accounts for 69% of the Town's total revenue. The other sources are primarily state aid and local receipts.

PILOTS are often used when a non-profit or tax-exempt entity enters a community. A PILOT agreement is recognition that, while these non-profits do provide inherent economic and cultural benefits to a community, they also do benefit from the resources of local government and sometimes contribute a greater strain on these resources than a typical taxpayer (examples: hospitals or universities).

Another instance in which PILOTs may be enacted is with energy storage systems, as required by MGL Chapter 59, Section 5. This law allows Cities and towns to enter into payment-in-lieu-of-tax agreements or "PILOT" agreements that set contractually agreed-upon annual payments in lieu of cities and towns assessing and taxing projects in the ordinary course. These Payment Schedules reflect the mutually agreed-upon value over time and are approved by the Department of Revenue (DOR) with authorization from the Town Meeting.

An energy storage company would pursue a PILOT because it provides stability and predictability for tax schedules over the facility's life. This is particularly advantageous for enabling these types of projects to secure financing.

Similarly, from the town's perspective, predictability offers advantages. Energy uses are common sources of dispute at the Appellate Tax Board (ATB). These corporate taxpayers routinely tie up their tax bills at the ATB. This requires the town to consistently defend its assessments at the ATB and can result in high legal costs for communities. Additionally, it provides a stable revenue stream for the municipality over the long term.

Therefore, there are advantages to agreeing to total valuations up front to avoid legal disputes throughout the facility's life. It should be reemphasized that the valuation in a PILOT must reflect the actual valuation within reason, and this must be approved by the DOR. There are protections in place to ensure that corporations with these agreements are paying a fair and reasonable tax.

- **Cannabis and Billboard Revenue**

On January 7, 2025, the Select Board voted unanimously to issue a special permit for two digital outdoor advertising signs located at 6 Executive Place. The Town has received the first payment of \$50,000, \$25,000 for each sign.

Additionally, the town received its first quarterly payment from retail cannabis establishments of approximately \$15,000; we will receive three more quarterly payments. All of these payments go into the General Fund and help fund the town's operations.

- The town had hired an Animal Control Officer.
- The Lowell Five had donated \$2,000.00 to the Town of Tewksbury to assist with food insecurity. Mr. Curran thanked Senior Vice President Cheryl Popp and her team at Lowell Five for being great community neighbors.

TOWN COUNSEL INVOICE:

- October 16, 2025, through October 31, 2025

MOTION: Board Member Russo made a motion to approve Town Counsel's invoice in the amount of \$3,740.00 for the period from October 16, 2025, through October 31, 2025. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

- November 1, 2025, through November 15, 2025

MOTION: Board Member Russo made a motion to approve Town Counsel's invoice in the amount of \$3,357.50 for the period from November 1, 2025, through November 15, 2025. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

MINUTES

There were no minutes to review.

BOARD MEMBER REPORTS

Board Member Holland

- There were no reports to share.

Board Member Mackey

- There were no reports to share.

Board Member Russo

- The Tewksbury School Facilities Study Committee had met and noted that the visioning sessions began the prior week. He said approximately 55 stakeholders attended, and the next session would be in January.

Chair Kratman

- Wilmington, MA, had joined the LRTA (Lowell Regional Transit Authority), and therefore, the service would be extended to the Lahey Clinic and the Burlington Mall, if approved.

ADJOURNMENT

MOTION: At approximately 8:03 p.m., Board Member Holland made a motion to adjourn. Board Member Russo seconded the motion.

MOTION CARRIED: 4 – 0 – 0.

Approved:

Rich Russo, Clerk

Date

Documents Presented/Discussed

- Vikram Car Service Corporation – 40 Wells Drive – Hackney Vehicle License
- Lisa’s Family Pizzeria: 2312 Main Street – Common Victualler License (New Owners)
- Trahan School Project Documents
- Donation to the Senior Center
- Donation to the Police Department
- Donation to the Veterans Department
- License Renewals: Automatic Amusement, Class Auto, Common Victualler, Entertainment, Farmer’s Market, Liquor, and Marijuana

- Town Manager Report
- Town Counsel Invoice: October 16th through October 31, 2025
- Town Counsel Invoice: November 1st through November, 15, 2025

Respectfully submitted,

Trish Gedziun
Recording Secretary

Next Select Board Meeting: January 6, 2026

MINUTES

There were no minutes to review.

BOARD MEMBER REPORTS

Board Member Holland

- There were no reports to share.

Board Member Mackey

- There were no reports to share.

Board Member Russo

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Approved:

Rich Russo, Clerk

Date

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- Lisa’s Family Pizzeria: 2312 Main Street – Common Victualler License (New Owners)
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MINUTES

There were no minutes to review.

BOARD MEMBER REPORTS

Board Member Holland

- There were no reports to share.

Board Member Mackey

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Board Member Russo

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Approved:

Rich Russo, Clerk

Date

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SELECT BOARD
TOWN OF TEWKSBURY
TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876

MARK KRATMAN, CHAIR
ERIC RYDER, VICE CHAIR
RICH RUSSO, JR., CLERK
JAMES F. MACKEY, III, MEMBER
PATRICK HOLLAND, MEMBER

TEL (978)-640-4300
FAX (978) 640-4302

January 6, 2026 – Meeting Minutes
Tewksbury Town Hall
1009 Main Street

Present: Mr. Mark Kratman, Chair; Mr. Eric Ryder, Vice-Chair; Mr. James F. Mackey, III, Board Member; Mr. Patrick Holland, Board Member, and Mr. Rich Russo, Clerk

Also Present: Mr. John Curran, Town Manager.

Chair Kratman opened the regular meeting of the Select Board at 7:00 p.m.

SCHEDULED ITEMS: (PUBLIC HEARINGS)

1. National Grid Jointly Owned Pole Petition: Lincoln Road #31229903
(To be continued)

MOTION: Board Member Mackey made a motion to continue the National Grid Jointly Owned Pole Petition located on Lincoln Road - #31229903, date-specific, to the January 27, 2026, Select Board meeting. Board Member Holland seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

2. National Grid Jointly Owned Pole Petition: French Street #31218961

Mr. Dave Boucher of National Grid was present on behalf of the request. He said the request was to install a new device at a new pole location on the street to improve reliability across the system. He further stated that the proposed pole location would be between existing poles 21 and 22, near the corner of French Street and Dairy Farm Way, and it would be named 21-50.

Chair Kratman asked whether any Board members had questions or comments.

Vice-Chair Ryder commented that the directions per Kevin Hardiman, Director of Public Works, had to be followed.

Chair Kratman asked if there were members of the public who had questions or comments. There were none.

MOTION: Vice-Chair Ryder made a motion to close the public hearing. Board Member Russo seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

MOTION: Vice-Chair Ryder made a motion to approve the request for the pole petition located on French Street, with the requirements that Mr. Hardiman requested. Board Member Mackey seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

RESIDENTS

Ms. Dawn Sheehan, 100B Starr Avenue, addressed the Board and said the proposed lithium battery storage site was not going to go before every Board in Tewksbury. She said she felt that either the public had been misled or something had changed dramatically.

Ms. Sheehan presented a page from the Emergency Response Guidebook, which is what the firefighters used. She said one of the biggest concerns with lithium-ion batteries was the release of hydrogen fluoride, which was toxic to humans. She raised additional safety concerns and emphasized the importance of all Tewksbury Boards providing input.

Mr. Jerry Corbin, 82 Emerald Court, addressed the Board and stated that he felt the entire review process was strange and probably new to the town. Mr. Corbin said people had been able to comment on the proposal, and 97% opposed it.

NEW BUSINESS

1. Set Date for May Annual and Special Meeting

Mr. Curran recommended scheduling the Annual Town Meeting for Monday, May 4, 2026, at 7:30 p.m., at the Tewksbury Memorial High School, and the Special Town Meeting for Wednesday, May 6, 2026, at 7:00 p.m., at the Tewksbury Memorial High School.

MOTION: Vice-Chair Ryder made a motion to approve the recommended dates for the Annual Town Meeting for Monday, May 4, 2026, at 7:30 p.m., at the Tewksbury Memorial High School, and the Special Town Meeting for Wednesday, May 6, 2026, at 7:00 p.m., at the Tewksbury Memorial High School. Board Member Russo seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

2. Opening and Closing Annual and Special Town Meeting Warrants

Mr. Curran recommended that the Warrant for the Annual and the Special Town meetings Articles be opened on Wednesday, January 7, 2026, and closed on Friday, February 13, 2026, at 12:30 p.m.

MOTION: Vice-Chair Ryder made a motion to approve the Warrant for the Annual and the Special Town meetings Articles be opened on Wednesday, January 7, 2026, and closed on Friday, February 13, 2026, at 12:30 p.m. Board Member Mackey seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

3. Letter from Tony McIntosh, Superintendent/Director, Shawsheen Valley Technical High School

Mr. Curran stated that he received a letter from Mr. McIntosh on December 22, 2025, requesting that an Article be placed on the Warrant for funding for a feasibility study, which would request specifically

\$405,650 to be appropriated by the town to fund the town's portion of the feasibility study based on the formula for the Regional School District.

MOTION: Chair Kratman made a motion to have the superintendent of Shawsheen Valley Technical High School attend a Select Board meeting to explain the need for the feasibility study. Vice-Chair Ryder seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

4. Approval of Donation to the Police Department

Mr. Curran stated that the town had received a \$2,500 donation from James Boudreau, who was the owner of Jim Boudreau's Automotive Service, for the police department, with the intention of funding the "Shop with a Cop" holiday event.

MOTION: Board Member Holland made a motion to accept the donation of \$2,500 from Mr. James Boudreau, with the Select Board's sincere gratitude. Board Member Mackey seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

5. Approval of Donation to the Police Department

Mr. Curran stated that the town had received a \$2,500 donation from Mr. Mark Rocher of American Gutter Cleaning & Installations for the police department, with the intention of funding the "Shop with a Cop" holiday event.

MOTION: Vice-Chair Ryder made a motion to accept the donation of \$2,500 from American Gutter Cleaning & Installations, with the Select Board's sincere gratitude. Board Member Russo seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

6. Approval of Donation to the Senior Center

Mr. Curran commented that the town received a donation of \$50.00 from David and Patricia Cressmen to the Senior Center for the Men's Stretch & Strengthen Class, as well as for the Tuesday Veterans Coffee Social.

MOTION: Vice-Chair Ryder made a motion to accept the donation of \$50.00 from David and Patricia Cressmen, with the Select Board's sincere gratitude. Board Member Russo seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

TOWN MANAGER REPORT

Mr. Curran informed the Select Board on the following matters:

- He received an email from a resident commending the Building Department for their efforts and hard work.
- There was a battery fire in Warwick, NY, on December 19, 2025, and he was keeping track of the incidents. He said the fire was localized within a single

battery container, and there were no signs that the fire spread to adjacent containers. He said there were no injuries, deaths, air-quality, or water quality issues caused by the incident.

- He said the town had hired a consultant, Paul Hayes, to help with the Host Community Agreement regarding the battery storage facility.
- The YMCA would offer a week-long recreational camp during February and April vacation weeks for children ages 5 through 13 at the Tewksbury Recreation Center.
- Working on putting together the budget books for 2027.
- People were now able to register for the replacement of “Code Red” with “Regroup” as the new mass notification system in the event the town needed to send out any emergency notifications.

TOWN COUNSEL INVOICE:

- November 16, 2025, through November 30, 2025

MOTION: Board Member Russo made a motion to approve Town Counsel’s invoice in the amount of \$2,422.50 for the period from November 16, 2025, through November 30, 2025. Board Member Mackey seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

MINUTES

There were no minutes to review.

BOARD MEMBER REPORTS

Board Member Russo

- There were no reports to share.

Board Member Mackey

- There were no reports to share.

Board Member Ryder

- There were no reports to share.

Board Member Holland

- Extended his sincere condolences to the Anderson Family as Keith Anderson had passed away the prior week.

Chair Kratman

- There were no reports to share.

ADJOURNMENT

MOTION: At approximately 7:40 p.m., Board Member Russo made a motion to adjourn. Board Member Holland seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

Approved:

Rich Russo, Clerk

Date

Documents Presented/Discussed

- National Grid Joint Owned Pole Petition: Lincoln Road - #31229903 (Continued until January 27, 2026, meeting).
- National Grid Joint Owned Pole Petition: French Street - #3121861
- Set dates for the May Annual and Special Town Meeting
- Opening and Closing Annual and Special Town Meeting Warrants
- Letter from Tony McIntosh, Superintendent/Director of Shawsheen Valley Technical High School
- Donations to the Tewksbury Police Department
- Donation to the Tewksbury Senior Center
- Town Manager Report
- Town Counsel Invoice: November 16th through November, 30th, 2025

Respectfully submitted,

Trish Gedziun
Recording Secretary

Next Select Board Meeting: January 27, 2026