

**SELECT BOARD
MEETING**

MARCH 23, 2026

SELECT BOARD OFFICE

MELMARK INC.
d/b/a ELAINA'S DONUTS
910 ANDOVER STREET

COMMON VICTUALLER
LICENSE



Record No: CV-220

Common Victualler License

Status: Active

Submitted On: 3/9/2026

Primary Location

910 ANDOVER ST Unit U002
TEWKSBURY, MA 01876

Owner

Melmark Inc
461 River Rd Andover, MA
01810

Applicant

William Ahearn On Behalf
Of Melmark
 wahearn@melmarkne.org
 910 Andover St
Tewksbury, ma 01876

Business Information

Name of Establishment*

Melmark Inc

Business Telephone*

978-654-4319

Doing business as (if applicable)

Elaina's Donuts

New Use or Renewal*

New use

Address of Establishment

910 Andover St

Business Mailing Address (include city, state, zip)*

461 River Rd, Andover, MA 01810

Manager's Name*

Bill Ahearn

Manager's Phone*

Manager's Email*

wahearn@melmarkne.org

Manager's Address (include city, state, zip)*

Number of Seats*

12

Number of Employees*

5



Town of Tewksbury

Town Clerk
1009 Main Street
Tel. (978) 640-4355

Date Issued:
February 18, 2026

Expiration Date:
February 18, 2030

BUSINESS CERTIFICATE BC-26-21

BUSINESS

Elaina's Donuts
910 ANDOVER ST U002
TEWKSBURY, MA 01876
978-654-4619

OWNER

Melmark Inc
461 River Rd
Andover MA 01810
978-654-4319

wahearn@melmarkne.org

NATURE OF BUSINESS:

Coffee, donuts, and bagels Shop

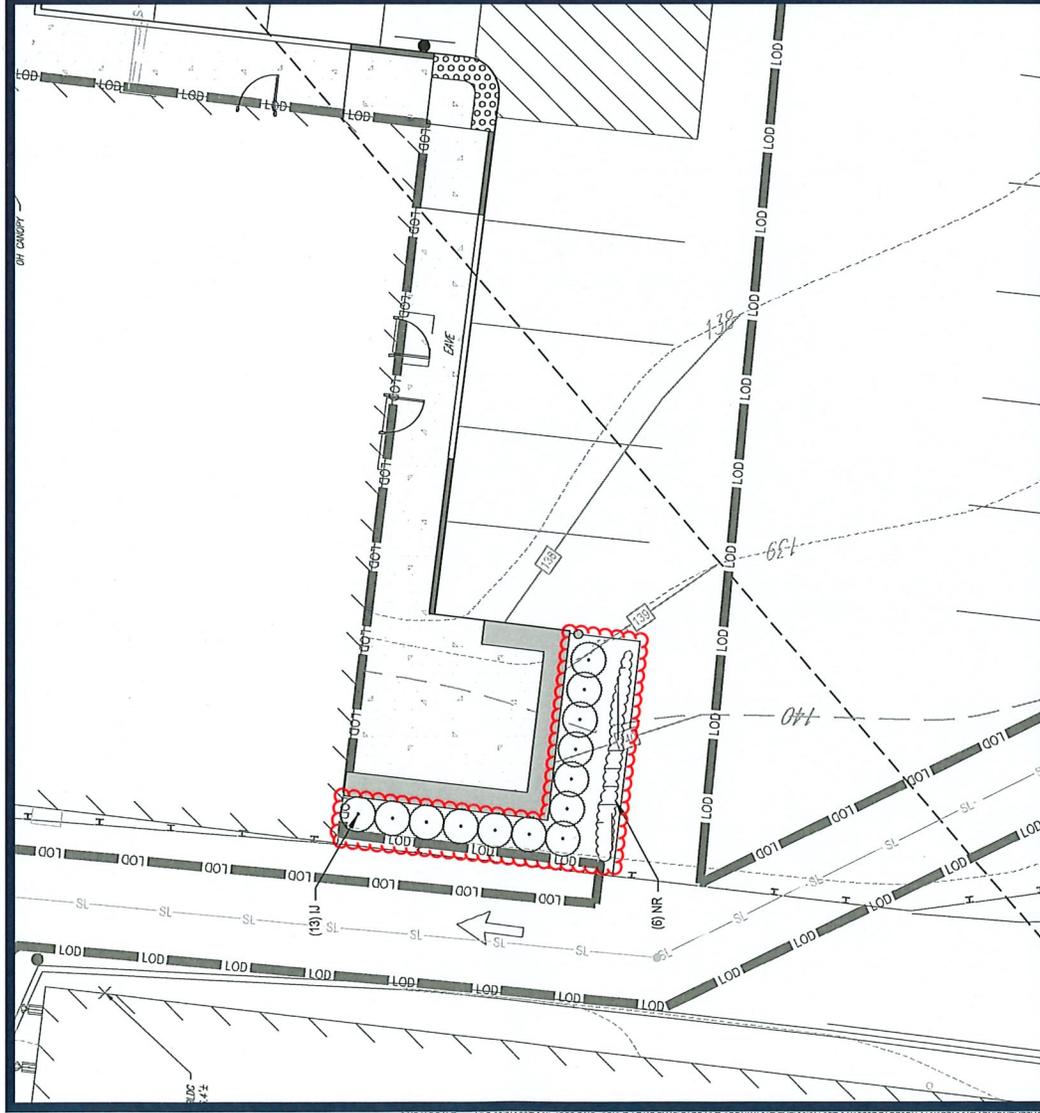
DENISE GRAFFEO, TOWN CLERK

February 18, 2026

DATE SIGNED

New England

461 River Road Andover, Massachusetts 01810 978.654.4300 www.melmarkne.org



PLANT SCHEDULE

COD E	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
CANOPY TREES					
ABZ	4	ACER SACCHARUM 'BONFIRE'	BONFIRE SUGAR MAPLE	2-2 1/2" CAL.	B&B
ARA	2	ACER RUBRUM 'ARMSTRONG'	ARMSTRONG RED MAPLE	2-2 1/2" CAL.	B&B
TAB	1	TILIA AMERICANA 'BOULEVARD'	BOULEVARD AMERICAN LINDEN	2-2 1/2" CAL.	B&B
EVERGREEN TREES					
ABC	2	ABIES CONCOLOR	WHITE FIR	8-10"	B&B
CT	1	CHAMAECYPARIS THYOIDES	ATLANTIC WHITE CEDAR	8-10"	B&B
JV	8	JUNIPERUS VIRGINIANA	EASTERN RED CEDAR	8-10"	B&B
PGL	3	PICEA GLAUCA	WHITE SPRUCE	8-10"	B&B
TAZ	13	THUJA OCCIDENTALIS 'ART BOE'	NORTH POLE® ARBORVITAE	2.5" CAL.	B&B
TD2	72	THUJA OCCIDENTALIS 'EMERALD GREEN'	EMERALD GREEN ARBORVITAE	8-10"	B&B
TN	17	THUJA OCCIDENTALIS 'NIGRA'	BLACK ARBORVITAE	8-10"	B&B
ORNAMENTAL TREES					
BN	2	BETULA NIGRA	RIVER BIRCH MULTI-TRUNK	2-2 1/2" CAL.	B&B
CC	4	CERCIS CANADENSIS	EASTERN REDBUD	2-2 1/2" CAL.	B&B
SHRUBS					
CA	5	CLETHRA ALNIFOLIA	SUMMERSWEET CLETHRA	24-30"	CONTAINER
CF2	10	CORNUS SERICEA 'FARROW'	ARCTIC FIRE® RED TWIG DOGWOOD	24-36"	CONTAINER
FG	12	FOTHERGILLA GARDENII	DWARF FOTHERGILLA	24-30"	CONTAINER
HOP	7	HYDRANGEA QUERCIFOLIA 'PEE WEE'	PEE WEE OAK LEAF HYDRANGEA	24-30"	CONTAINER
IG	17	ILEX GLABRA 'COMACTA'	COMPACT INKBERRY	30-36"	CONTAINER
IJ	13	ILEX CREMATA 'STEEDES'	STEEDES JAPANESE HOLLY	36-42"	CONTAINER
IYRS	3	ILEX VERTICILLATA 'RED SPRITE'	RED SPRITE WINTERBERRY	24-30"	CONTAINER
IYSS	3	ILEX VERTICILLATA 'SOUTHERN GENTLEMAN'	SOUTHERN GENTLEMAN WINTERBERRY	24-30"	CONTAINER
KE	7	KALMIA LATIFOLIA 'ELF'	ELF DWARF MOUNTAIN LAUREL	24-30"	CONTAINER
RCH	11	RALDIA LATIFOLIA 'HOFFMANN'S PINK'	HOFFMANN'S PINK MOUNTAIN LAUREL	30-36"	CONTAINER
PSN	12	PINUS STROBUS 'NANA'	DWARF WHITE PINE	24-36"	CONTAINER
RC2	16	RHOODENDRON X 'CHIONIDES'	CHIONIDES RHODODENDRON	30-36"	CONTAINER
RC2	101	RHUS AROMATICA 'GRO-LOW'	GRO-LOW FRAGRANT SUMAC	24-30"	CONTAINER
VA	24	VACCINIUM ANGLUSTIFOLIUM	LOWBUSH BLUEBERRY	24-30"	CONTAINER
GROUNDCOVER					
AU	53	ARCTOSTAPHYLOS UVA-URSI	BEARBERRY	15-18" SPRD	CONTAINER
JFB	40	JUNIPERUS HORIZONTALIS 'BAR HARBOR'	BAR HARBOR CREEPING JUNIPER	15-18" SPRD	CONTAINER
ORNAMENTAL GRASSES					
CK	28	CALAMAGRISTIS X ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER FEATHER REED GRASS	24-30"	CONTAINER
MM	3	MISCANTHRUS SINENSIS 'MORNING LIGHT'	MORNING LIGHT EULALIA GRASS	2-3'	CONTAINER
SST	13	SCHIZACHYRIUM SCOPARIUM 'THE BLUES'	THE BLUES LITTLE BLUESTEM	1 GAL.	CONTAINER
PERENNIALS					
UB2	57	LIROPE MUSCARTI 'BIG BLUE'	BIG BLUE LILTYURE	16"	CONTAINER
NR	42	NEPETA RACEMOSA 'WALKER'S LOW'	WALKER'S LOW CATMINT	1 GAL.	CONTAINER
RFL	41	RUDBECKIA FULGIDA 'LITTLE GOLDSTAR'	LITTLE GOLDSTAR CONEFLOWER	1 GAL.	CONTAINER

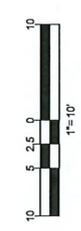
*FOR SENSORY GARDEN DESIGN AND PLANTING SCHEDULE SEE SHEET L-103

SK-9: LANDSCAPED AREA



910 ANDOVER ST, TEWKSBURY, MA

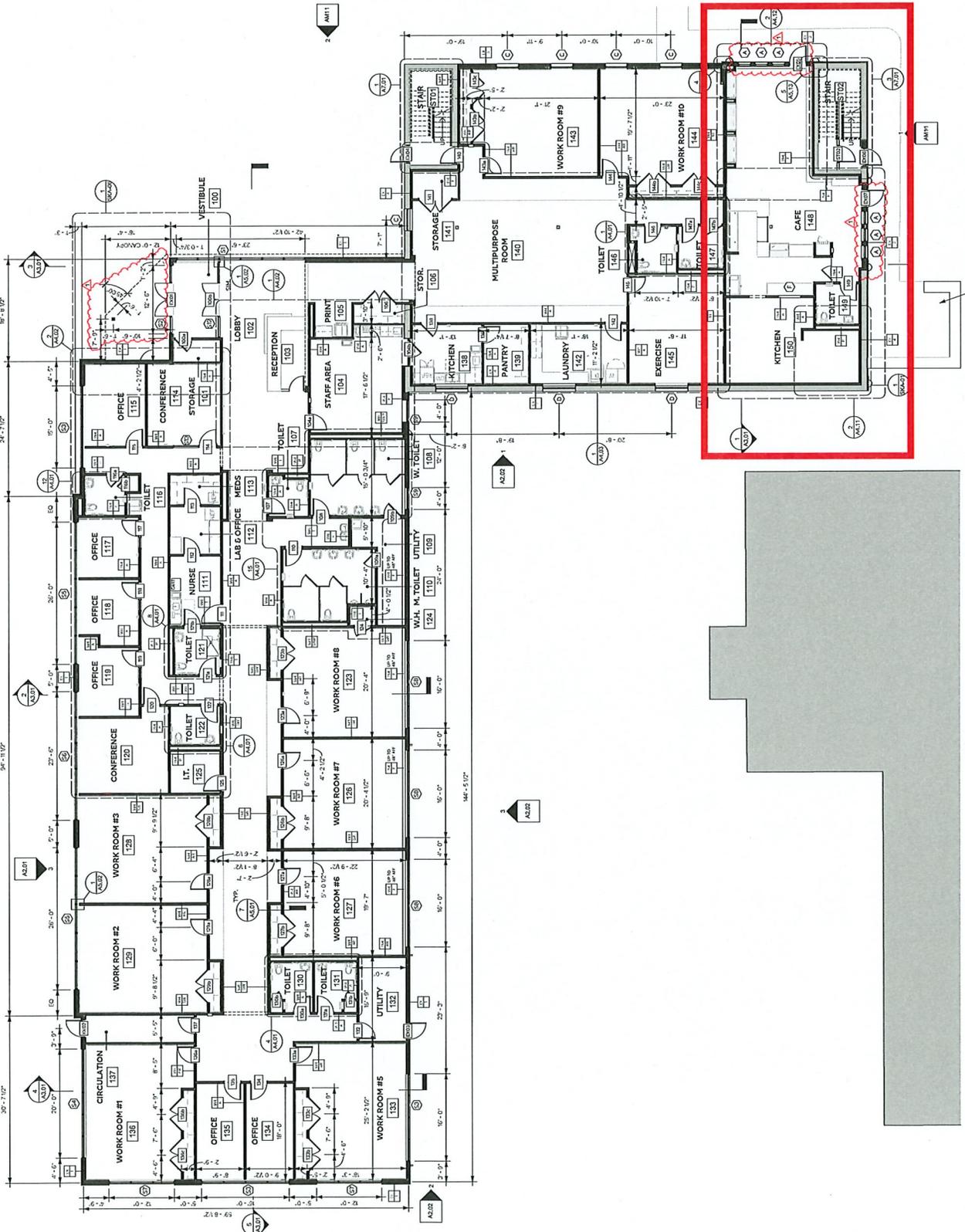
BOHLER
 50 WASHINGTON ST., SUITE 2000
 WESTBOROUGH, MA 01581
 Phone: (508) 480-9800
www.BohlerEngineering.com



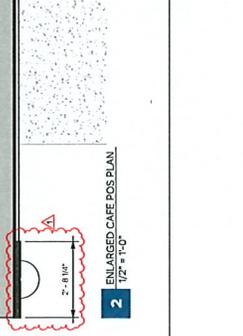
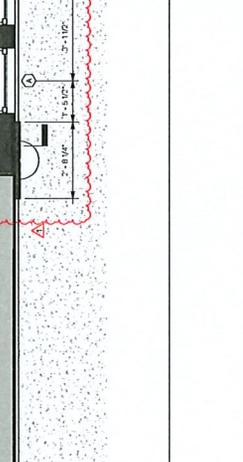
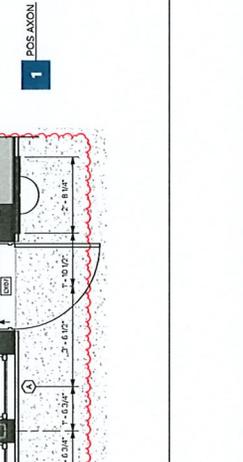
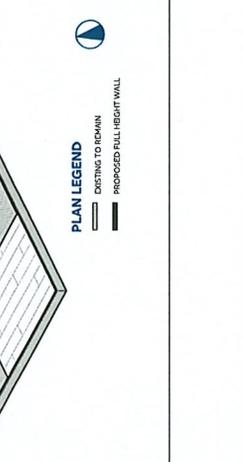
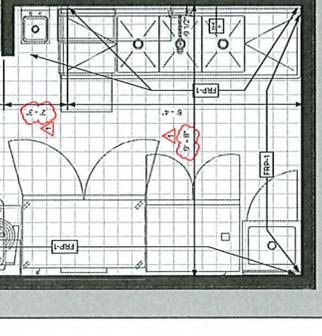
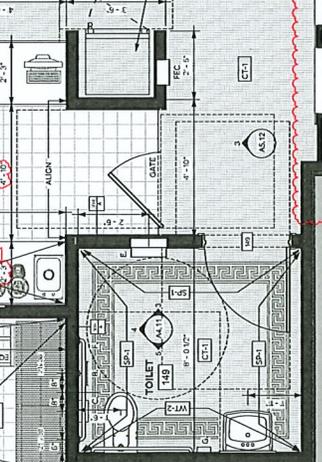
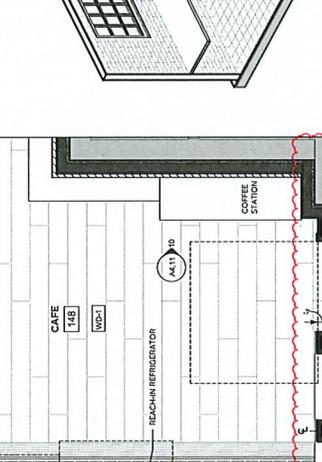
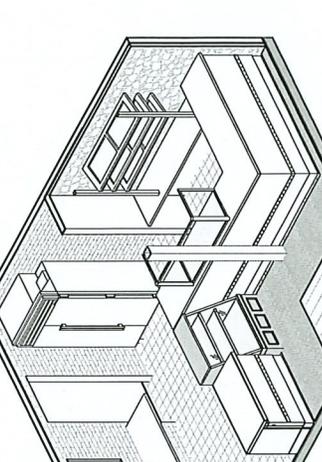
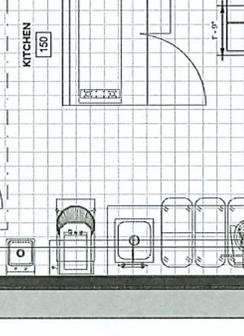
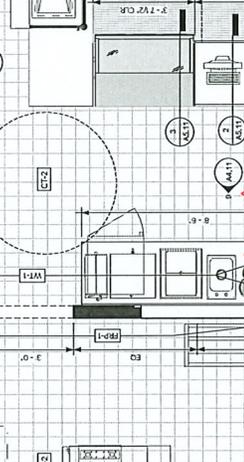
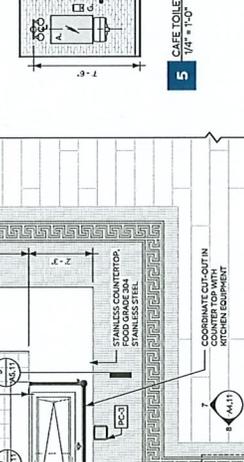
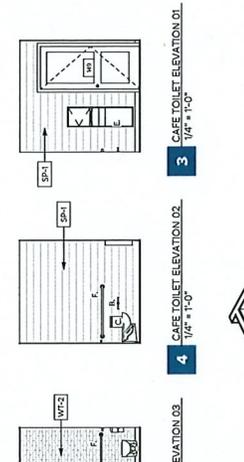
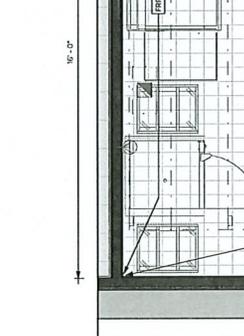
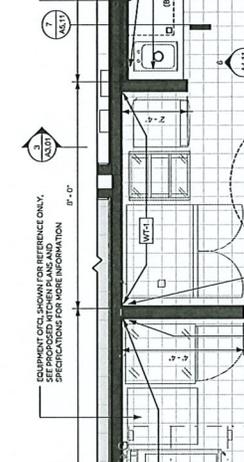
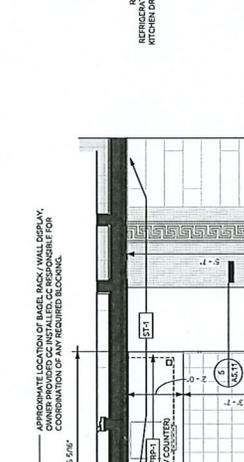
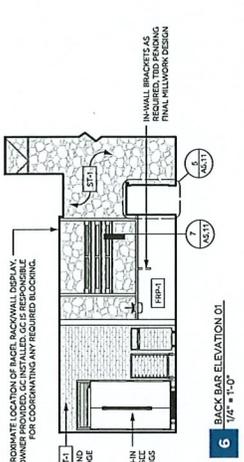
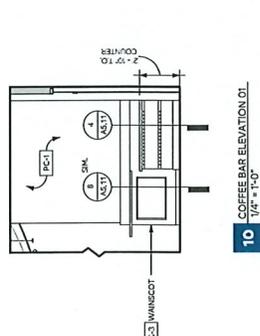
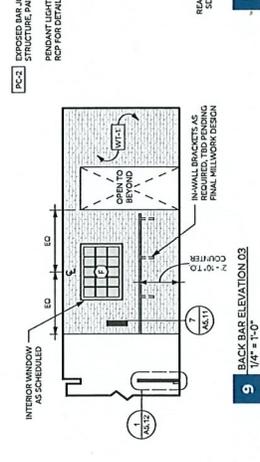
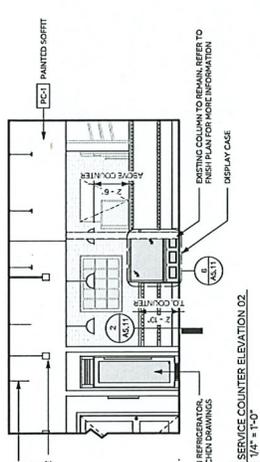
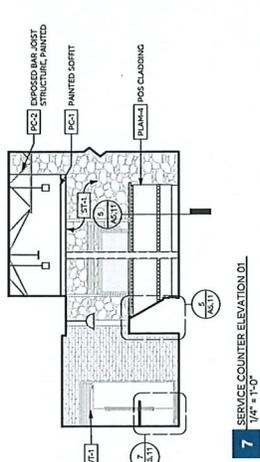
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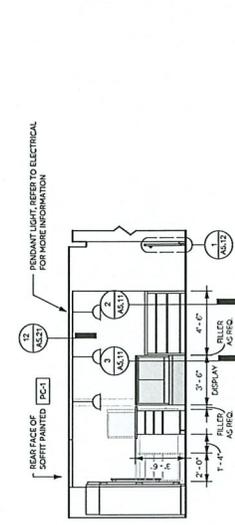
- GENERAL PLAN NOTES**
- GENERAL CONTRACTOR SHALL VERIFY ALL REBUILT CONDITIONS AND DIMENSIONS. NOTIFY ARCHITECT IF REBUILT CONDITIONS ARE DIFFERENT THAN SHOWN IN DRAWINGS.
 - GENERAL CONTRACTOR IS RESPONSIBLE FOR ENSURING THE PROPER CONSTRUCTION OF FIRE RATED PARTITIONS AND WALLS. ALL REBUILT STRUCTURAL FRAMING OR ROOF DECK ABOVE UNLESS AS REQUIRED TO MAINTAIN FIRE RATING, ARCHITECT SHALL BE NOTIFIED IMMEDIATELY BY GENERAL CONTRACTOR.
 - ALL FLOORS ARE TO BE PATCHED AND/OR FILLED AS NECESSARY TO BE FLAT AND LEVEL. ALL REBUILT SURFACES SHALL BE FINISHED TO MATCH EXISTING SURFACE WHERE FINISHING OCCURS AT EXISTING CONCRETE SLAB. SET TOP OF FINISH FLOOR WITH FINISH FLOOR FINISH TO MATCH EXISTING FINISH TO STRUCTURAL DRAWINGS FOR MORE INFORMATION, REFER TO CIVIL, STRUCTURAL, AND MEPP SYSTEMS, REFER TO DRAWINGS FOR EACH TRADE.
 - ALL DOORS INTENDED AS AN ACCESSIBLE ROUTE MUST BE FULLY ACCESSIBLE. REFER TO LIFE SAFETY PLANS FOR MORE INFORMATION.
 - ALL NEW INTERIOR PARTITIONS TO BE WALL-UNIT.
 - ALL DOORS SHALL BE INSTALLED WITH FINISH EDGE OF FINISH OPENING 4" FROM ADJACENT WALL OR CENTERED WITH WALL UNLESS NOTED OTHERWISE.
 - DIMENSIONS ARE GIVEN FROM FACE OF FRAMING UNLESS NOTED OTHERWISE.
 - ALL FURNITURE AND FIXTURES TO BE OWNER PROVIDED. GC TO VERIFY DIMENSIONS AND LOCATIONS. ALL DIMENSIONS INCLUDING, BUT NOT LIMITED TO, SPACING, INCLUDING, HANGING, ACCESSIBLE, ETC.
 - APPLIANCES TO BE GC FURNISHED AND INSTALLED UNLESS NOTED OTHERWISE.
 - REFER TO A22 SERIES FOR FINISH SPECIFICATIONS.
 - REFER TO A23 SERIES FOR ACCESS PLANS WHERE ENLARGED PLANS ARE INDICATED. ADDITIONAL INFORMATION REGARDING DIMENSIONS AND LOCATIONS IS PROVIDED WITHIN THESE DRAWINGS.
 - REFER TO A24 FOR DOOR SCHEDULE S TYPES.
 - REFER TO A25 FOR WINDOW SCHEDULE S TYPES.
 - REFER TO A26 FOR WINDOW SCHEDULE S STOREFRONT DETAILS.
 - REFER TO A27 FOR WALL TYPES.

- PLAN LEGEND**
- DOTTING TO REMAIN
 - PROPOSED FULL HEIGHT WALL

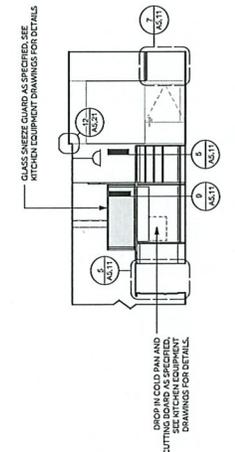


1 01 FLOOR - PROPOSED - OVERALL
 1/8" = 1'-0"

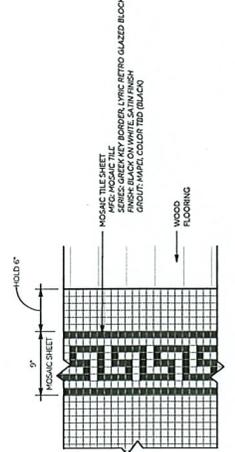




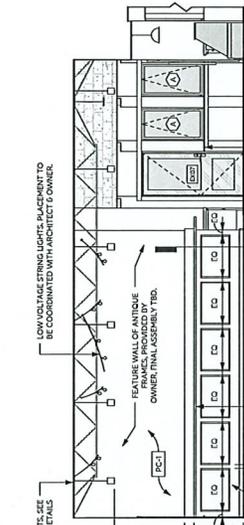
1 SEATING AREA ELEVATION 01
 1/4" = 1'-0"



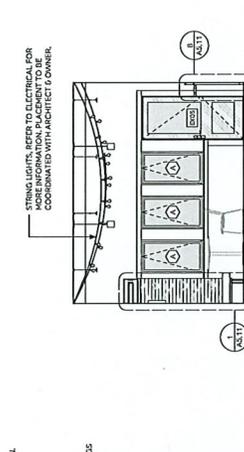
2 ENLARGED - CAFE BOOTH SEATING PLAN
 1/2" = 1'-0"



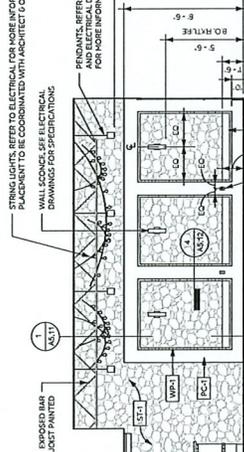
3 SEATING AREA ELEVATION 03
 1/4" = 1'-0"



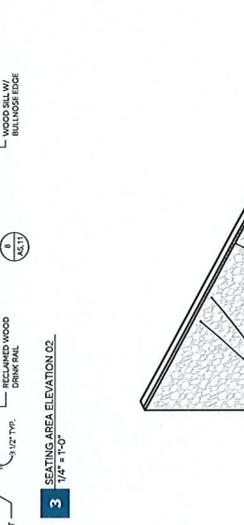
4 SEATING AREA ELEVATION 04
 1/4" = 1'-0"



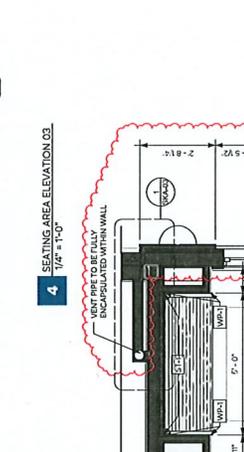
5 SEATING AREA ELEVATION 05
 1/4" = 1'-0"



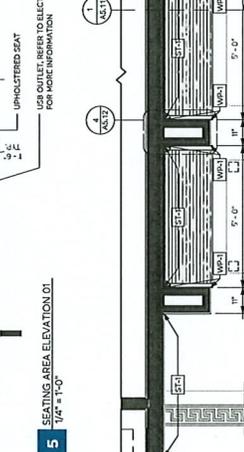
6 BACK BAR ELEVATION 06
 1/4" = 1'-0"



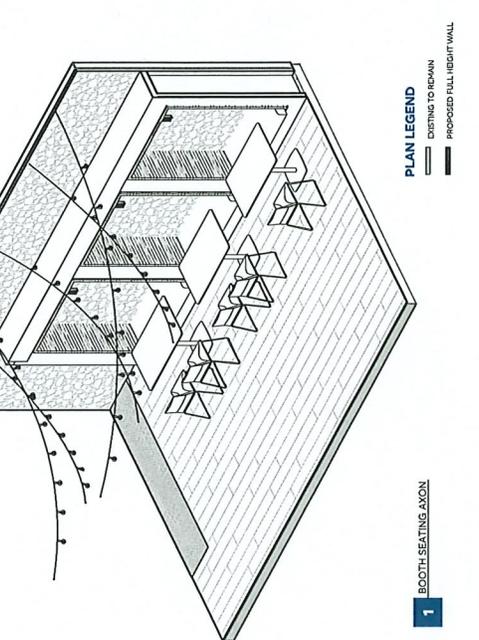
7 BACK BAR ELEVATION 07
 1/4" = 1'-0"



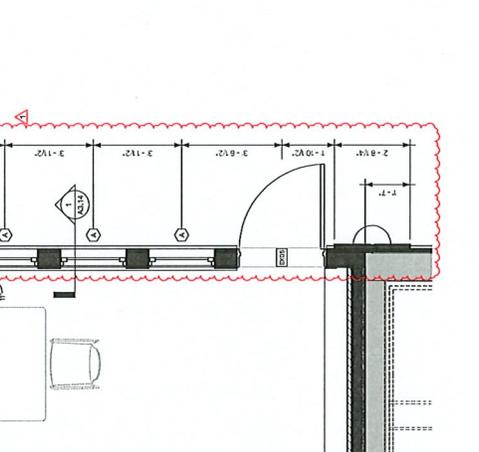
8 TILE MOSAIC
 1 1/2" = 1'-0"



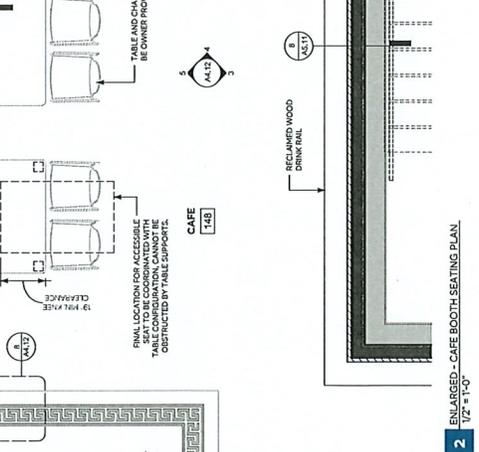
9 SEATING AREA ELEVATION 09
 1/4" = 1'-0"



1 BOOTH SEATING AXON



2 ENLARGED - CAFE BOOTH SEATING PLAN
 1/2" = 1'-0"



3 SEATING AREA ELEVATION 03
 1/4" = 1'-0"

PLAN LEGEND
 --- EXISTING TO REMAIN
 ——— PROPOSED FULL BOOTH WALL

TEWKSBURY SCHOOL
FACILITIES STUDY
COMMITTEE PRESENTATION

Tewksbury School Committee | March 18, 2026



Town of
Tewksbury MA

Tewksbury Schools Facilities and Feasibility Study Update



Tewksbury School Committee | March 18, 2026

Project Workplan

JCJ Architecture / New Vista Design Engaged

November 2026

- Phase I - Visioning
November 2025 – February 2026
- Phase II - Existing Conditions
December 2025 – January 2026
- Phase III – Master Plan Options
January - February, 2026
- Phase IV - Reports
February – March 2026
- Phase V - Presentations
February - March 2026
 - Faculty Workshop
March 16, 2026
 - Community Forum
March 16, 2026
 - Senior Center
March 17, 2026
 - Tewksbury School Committee
March 18, 2026
 - Tewksbury Select Board
March 23, 2026
 - Tewksbury School Committee & Select Board Workshops
to be scheduled

FINAL Master Plan Report

on or about March 27, 2026

MSBA Statement of Interest (pending)

on or about April 17, 2026



Town of
Tewksbury MA

TEWKSBURY
PUBLIC SCHOOLS



JCJ ARCHITECTURE

Tewksbury School Committee | March 18, 2026

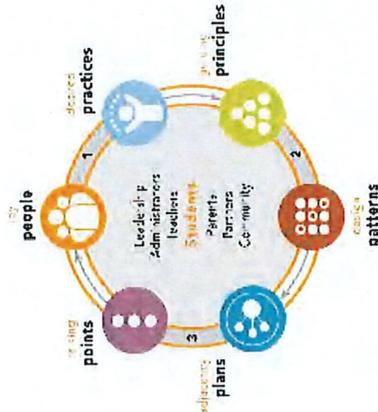
Visioning

Goals

- Establishing Priorities – Educational, Architectural and Community

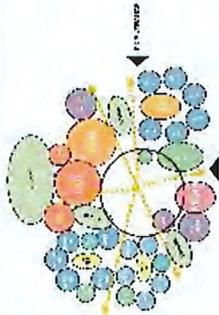
Sessions

- Kick-off Meeting with TPS and Town Leadership **November 17, 2025**
- TSFSC Visioning Session **December 2, 2025**
- Workshop #1 – Educational Priorities **December 9, 2025**
- Workshop #2 – Architectural Priorities **January 7, 2026**
- Workshop #3 – Diagramming **January 27, 2026**
- MS & HS Student Workshops **February 5, 2026**
- Faculty Workshop **March 16, 2026**
- Community Forum **March 16, 2026**
- Senior Center **March 17, 2026**



Bubble Diagrams

- Leadership
- Administrative
- Parents
- Partners
- Community
- People
- Practices
- Principles
- Patterns
- Plans



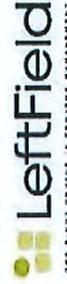
Guiding Principles

- Whole Child Focus
- Collaboration and Cooperation
- Small School Feel, Large School Pride
- Adaptability and Evolution
- Sustainability
- School as Community Resource
- Appropriate Aesthetic and Branding



Town of
Tewksbury MA

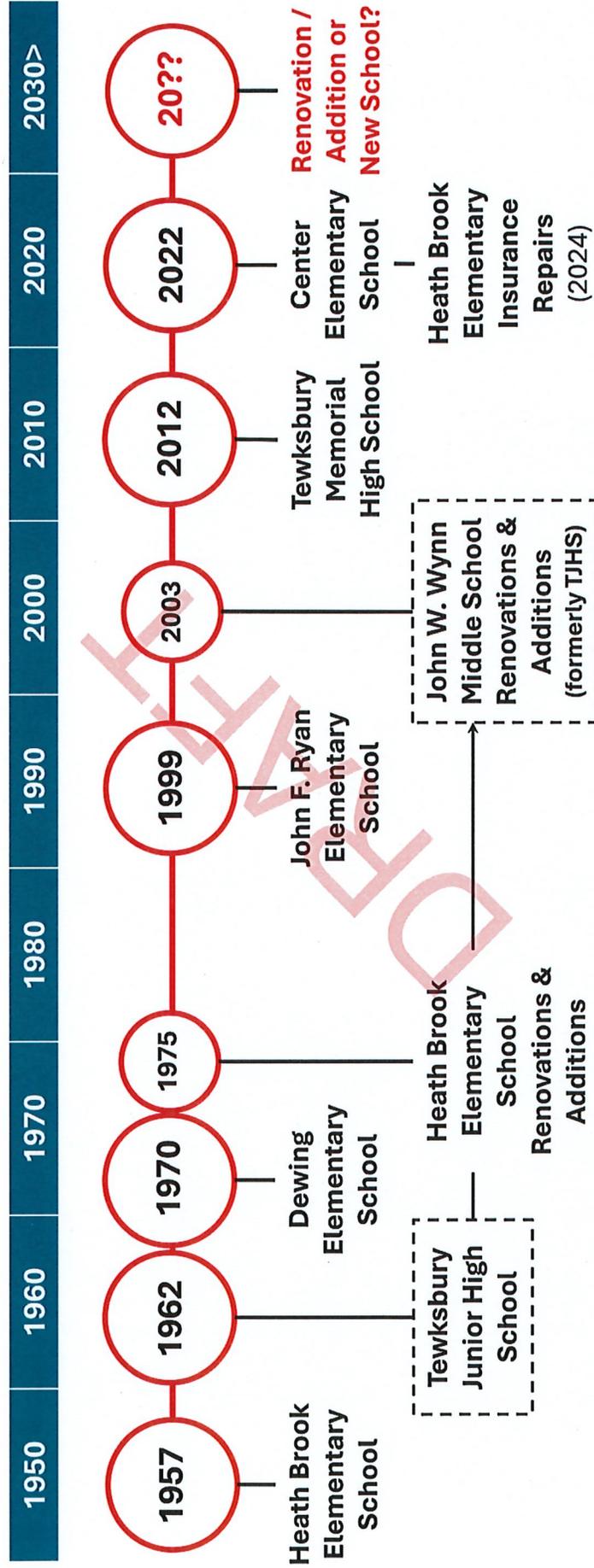
TEWKSBURY
PUBLIC SCHOOLS



JCJ ARCHITECTURE

Tewksbury School Committee | March 18, 2026

Tewksbury Public Schools – Existing Schools Timeline



Town of **Tewksbury** MA



JCJ ARCHITECTURE

Tewksbury School Committee | March 18, 2026

Existing Conditions - Summary

School	Year Constructed Addition(s)	Athletic Fields	Parking Lighting	Accessibility	Commination / Security	Envelope	Interiors	Structure	Mechanical	Electrical	Plumbing	Fire Alarm	Fire Protection	Hazardous Materials
Center Elementary School	2022	●	●	●	●	●	●	●	●	●	●	●	●	●
Dewing Elementary School	1970	●	●	●	●	●	●	●	●	●	●	○	○	●
Heath Brook Elementary School	1957 / 1975	●	●	●	●	●	●	●	●	●	●	○	○	●
John F. Ryan Elementary School	1999	●	●	●	●	●	●	●	●	●	●	●	●	●
John W. Wynn Middle School	1962 / 2003	●	●	●	●	●	●	●	●	●	●	●	●	●
Tewksbury Memorial High School	2012	●	●	●	●	●	●	●	●	●	●	●	●	●

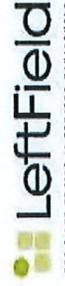
Legend

● Good
 ● Fair
 ● Poor
 ● N/A
 ○

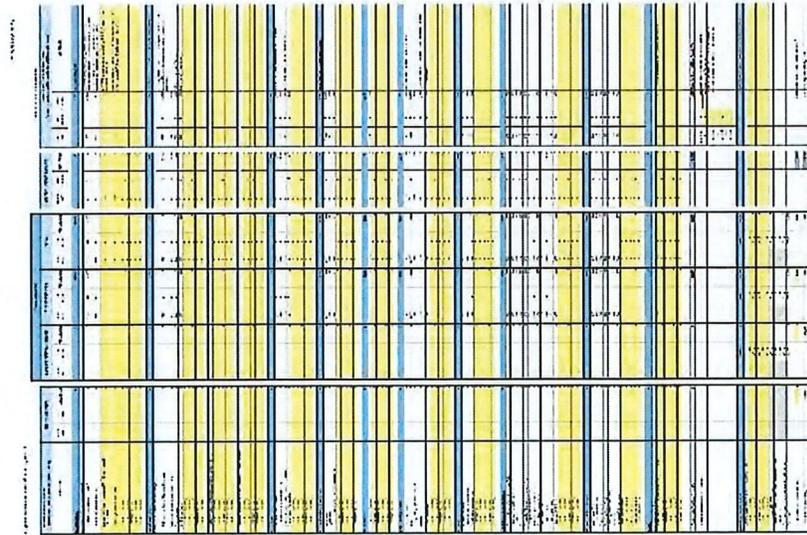
Architects, engineers and hygienists conducted site visits December 9th through 18th, 2025.



Town of **Tewksbury** MA



Programming



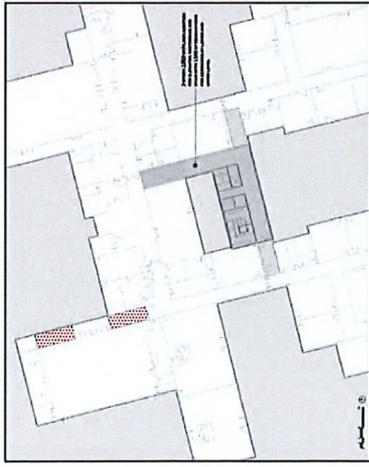
Developed eleven (11) Space Summaries with following criteria:

- Use MSBA Space Summary template with TPS furnished enrollment projections.
- Existing programs to remain.
- The number of rooms calculated using MSBA default 18 students/space for Grades PK-K and 23 students/space for Grades 1-12.
- PK for 300 students with 150 students each for the new Dewing ES and Heath Brook ES programs.
- TMHS Grade 8 addition includes school administration, nurse, guidance and classrooms.
- TMHS Grades 7-8 addition includes all middle school program areas.
- 1.50 Grossing Factor (GFA/NFA).



Tewksbury School Committee | March 18, 2026

Master Plan Design Options



Dewing ES Code Upgrade



Heath Brook ES PK 300 students



Center ES K-2 826 students



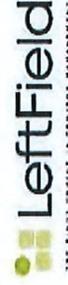
Wynn MS 6-8 770 students



Heath Brook ES PK-K 571 students

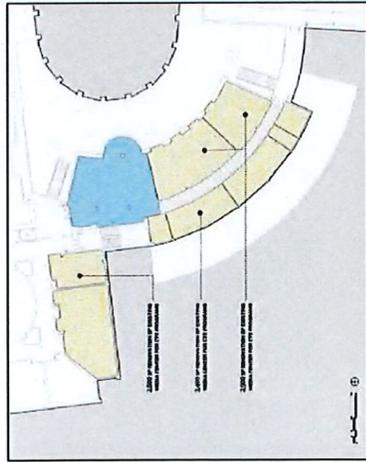


Wynn 5-8 1,020 students



Tewksbury School Committee | March 18, 2026

Master Plan Design Options



TMHS 9-12 w/ CTE 721 students



TMHS 8-12 w/ CTE 970 students



New School PK-1 826 students



New Dewing ES PK-1 450 students



TMHS 7-12 w/ CTE 1,227 students



New Heath Brook ES PK-1 400 st



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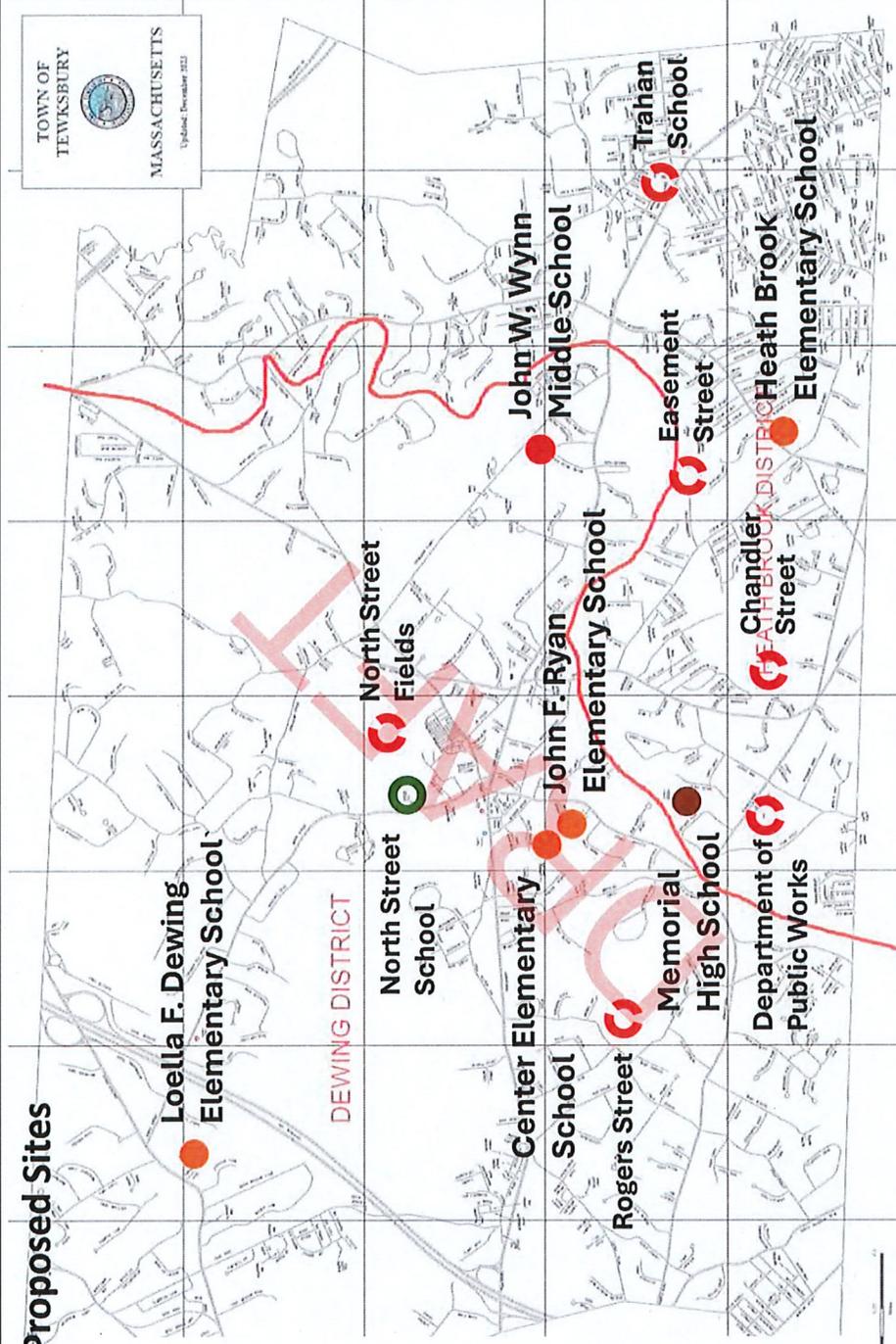
Master Plan Options - Proposed Sites

Site Criteria

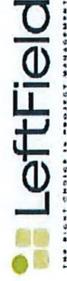
- Town Owned Property
- 13 acres or more
- Existing Infrastructure Readily Available
- Avoid Flood Plains, Wetlands, Environmentally Sensitive Areas
- > 1,000 Feet from an Active Landfill

Excludes:

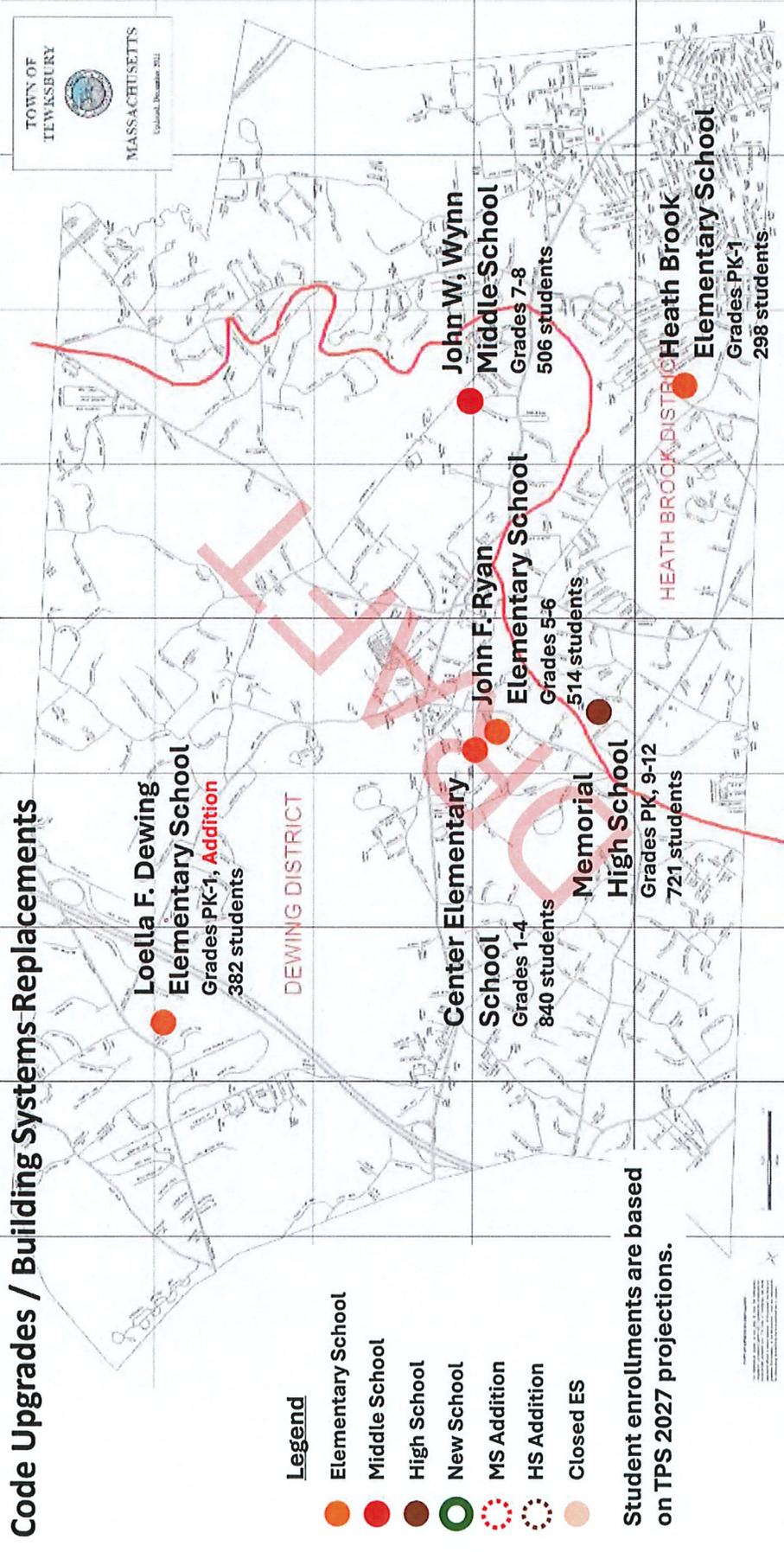
- Article 97 Protected Sites
- Dedicated Parks / Recreation
- Water Infrastructure
- Open Space Residential Design (OSRD) Land
- More than 50% Wetlands
- Power Line Easements
- Landlocked



Town of **Tewksbury** MA



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Tewksbury MA



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Code Upgrades – Estimate of Probable Costs (accessibility, envelope, haz mat, mechanical, electrical, fire alarm and/or sprinklers)

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS
Grades	PK-1	PK-1	N/A	2-4	5-6	7-8	PK, 9-12, PG
Renovations	\$18.6M	\$11.0M	\$0	\$0	\$3.8M	\$8.4M	\$5.9M
Sitework	\$3.4M	\$2.9M	\$0	\$0	\$0	\$0	\$0
Demo Existing Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials Abatement	\$1.4M	\$0.9M	\$0	\$0	\$0	\$1.7M	\$0
Subtotal Trade Costs	\$23.4M	\$14.8M	\$0	\$0	\$3.8M	\$10.1M	\$5.9M
Subtotal Contingencies	\$7.7M	\$4.9M	\$0	\$0	\$1.2M	\$3.3M	\$1.9M
Subtotal General Costs	\$6.7M	\$4.2M	\$0	\$0	\$1.1M	\$2.9M	\$1.7M
Total Construction Costs	\$37.8M	\$23.9M	\$0	\$0	\$6.1M	\$16.3M	\$9.5M
Owner Soft Costs (30%)	\$11.3M	\$7.2M	\$0	\$0	\$1.8M	\$4.9M	\$2.8M
Total Project Costs	\$49.1M	\$31.1M	\$0	\$0	\$7.9M	\$21.2M	\$12.3M

Code Upgrades Estimate of Probable Costs

Assumptions:

- Temporary classrooms excluded from costs.
- Construction Manager at Risk delivery escalated to 2031 construction start.
- Reimbursement may be available via MSBA's Accelerated Repair Program (boilers, roofs and windows).



≈ 121.6M

Tewksbury School Committee | March 18, 2026

Master Plan Option 1 – Design Options

Dewing Elementary School:
Closed.

Heath Brook Elementary School:
Code upgrades.

1-story additions and renovations to
convert to a districtwide Early

Childhood Center, Grade PK, 300
students.

63,900 GSF.

Center Elementary School:
Code upgrades.

Renovations and 1-story addition to
add Grade K, 300 students.

Grades K-2
140,603 GSF.

John F. Ryan Elementary School:
Code upgrades.

Reconfigure for Grades 3-4, 558
students.

104,828 GSF.

John W. Wynn Middle School:
Code upgrades.

Renovations and 2-story addition for
Grades 5-8, 1,020 students.

157,700 GSF.

Tewksbury Memorial High School:
Code upgrades.

Interior renovations to expand CTE
Programs for Grades PK, 9-12 and Post
Graduate, 721 students.

240,000 GSF.



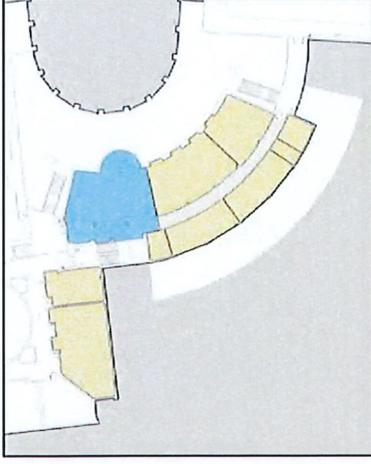
Heath Brook ES Renovations and Additions



Center ES Renovations and Additions



Wynn MS Renovations and Additions



TMHS Renovations for CTE Programs



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Master Plan Option 1 – Estimate of Probable Costs

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS
Grades	CLOSED	PK	N/A	K-2	3-4	5-8	PK, 9-12, PG
Renovations	\$0	\$19.6M	\$0	\$10.3M	\$3.8M	\$40.2M	\$13.6M
Sitework	\$0	\$2.9M	\$0	\$1.6M	\$0	\$4.9M	\$0
Demo Existing Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials Abatement	\$0	\$0.9M	\$0	\$0	\$0	\$1.7M	\$0
Subtotal Trade Costs	\$0	\$23.4M	\$0	\$11.9M	\$3.8M	\$46.8M	\$13.6M
Subtotal Contingencies	\$0	\$7.7M	\$0	\$3.9M	\$1.2M	\$15.5M	\$4.5M
Subtotal General Costs	\$0	\$6.7M	\$0	\$3.4M	\$1.1M	\$13.4M	\$3.9M
Total Construction Costs	\$0	\$37.8M	\$0	\$19.2M	\$6.1M	\$75.7M	\$22.0M
Owner Soft Costs (30%)	\$0	\$11.3M	\$0	\$5.8M	\$1.8M	\$22.7M	\$6.6M
Total Project Costs	\$0	\$49.1M	\$0	\$25.0M	\$7.9M	\$98.4M	\$28.6M

Option 1 Estimate of Probable Costs

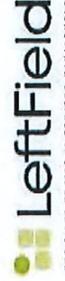
Assumptions:

- Temporary classrooms excluded from costs.
- Construction Manager at Risk delivery escalated to 2031 construction start.
- Reimbursement may be available via MSBA's Accelerated Repair Program (boilers, roofs and windows).

≈ \$209.0M



Town of
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Tewksbury School Committee | March 18, 2026

Master Plan Option 2 – Design Options

Dewing Elementary School:

Closed.

Heath Brook Elementary School:

Closed.

New Elementary School:

New construction for a districtwide
Early Childhood Center, Grades PK-1,
844 students.

2-stories, 122,000 GSF.



New Elementary School

Center Elementary School:

Code upgrades.

Grades 2-4, 840 students.

140,603 GSF.

John F. Ryan Elementary School:

Code upgrades.

Grades 5-6, 514 students.

104,828 GSF.

John W. Wynn Middle School:

Code upgrades.

Grades 7-8, 506 students.

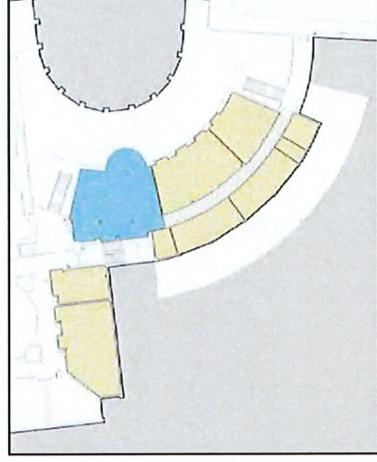
106,230 GSF.

Tewksbury Memorial High School:

Code upgrades.

Interior renovations to expand CTE
Programs for Grades PK, 9-12 and Post
Graduate, 721 students.

240,000 GSF.



TMHS Renovations for CTE Programs



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Master Plan Option 2 – Estimate of Probable Costs

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS
Grades	CLOSED	CLOSED	PK-1	2-4	5-6	7-8	PK, 9-12, PG
Renovations	\$0	\$0	\$61.3M	\$0	\$3.8M	\$8.4M	\$13.6M
Sitework	\$0	\$0	\$7.6M	\$0	\$0	\$0	\$0
Demo Existing Building	\$0	\$0	\$0.6M	\$0	\$0	\$0	\$0
Hazardous Materials Abatement	\$0	\$0	\$0.7M	\$0	\$0	\$1.7M	\$0
Subtotal Trade Costs	\$0	\$0	\$70.2M	\$0	\$3.8M	\$10.1M	\$13.6M
Subtotal Contingencies	\$0	\$0	\$23.1M	\$0	\$1.2M	\$3.3M	\$4.5M
Subtotal General Costs	\$0	\$0	\$20.0M	\$0	\$1.1M	\$2.9M	\$3.9M
Total Construction Costs	\$0	\$0	\$113.3M	\$0	\$6.1M	\$16.3M	\$22.0M
Owner Soft Costs (30%)	\$0	\$0	\$34.0M	\$0	\$1.8M	\$4.9M	\$6.6M
Total Project Costs	\$0	\$0	\$147.3M	\$0	\$7.9M	\$21.2M	\$28.6M

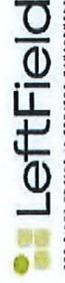
Option 2 Estimate of Probable Costs

≈ \$205.0M

- Assumptions:**
- Temporary classrooms excluded from costs.
 - Construction Manager at Risk delivery escalated to 2031 construction start.
 - Reimbursement may be available via MSBA's Accelerated Repair Program (boilers, roofs and windows).



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Tewksbury School Committee | March 18, 2026

Master Plan Option 3 – Design Options

Dewing Elementary School:

Closed.

Heath Brook Elementary School:

Code upgrades.

1-story additions and renovations to

convert to a districtwide Early

Childhood Center, Grade PK-K, 571

students.

84,600 GSF.



Heath Brook ES Renovations and Additions

Center Elementary School:

Code upgrades.

Reconfigured for Grades 1-3, 809 students.

140,603 GSF.

John F. Ryan Elementary School:

Code upgrades.

Reconfigured for Grades 4-5, 554 students.

104,828 GSF.



Wynn MS Renovations and Additions

John W. Wynn Middle School:

Code upgrades.

2-story addition and renovations for Grades 6-8, 770 students.

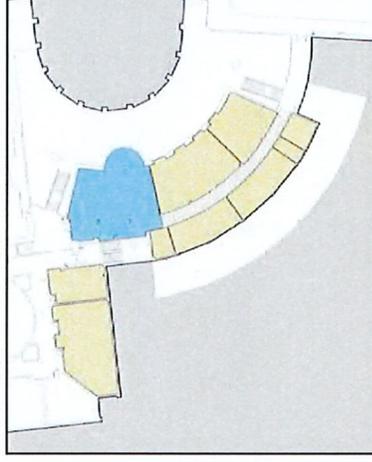
134,200 GSF.

Tewksbury Memorial High School:

Code upgrades.

Interior renovations to expand CTE Programs for Grades PK, 9-12 and Post Graduate, 721 students.

240,000 GSF.



TMHS Renovations for CTE Programs



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Master Plan Option 3 – Estimate of Probable Costs

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS
Grades	CLOSED	PK-K	N/A	1-3	4-5	6-8	PK, 9-12, PG
Renovations	\$0	\$30.1M	\$0	\$0	\$3.8M	\$28.3M	\$13.6M
Sitework	\$0	\$4.3M	\$0	\$0	\$0	\$4.2M	\$0
Demo Existing Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials Abatement	\$0	\$0.9M	\$0	\$0	\$0	\$1.7M	\$0
Subtotal Trade Costs	\$0	\$35.3M	\$0	\$0	\$3.8M	\$34.2M	\$13.6M
Subtotal Contingencies	\$0	\$11.6M	\$0	\$0	\$1.2M	\$11.3M	\$4.5M
Subtotal General Costs	\$0	\$10.1M	\$0	\$0	\$1.1M	\$9.8M	\$3.9M
Total Construction Costs	\$0	\$57.0M	\$0	\$0	\$6.1M	\$55.3M	\$22.0M
Owner Soft Costs (30%)	\$0	\$17.1M	\$0	\$0	\$1.8M	\$16.6M	\$6.6M
Total Project Costs	\$0	\$74.1M	\$0	\$0	\$7.9M	\$71.9M	\$28.6M

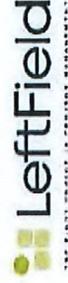
Option 3 Estimate of Probable Costs

≈ \$182.5M

- Assumptions:**
- No temporary classrooms.
 - Construction Manager at Risk delivery.
 - Reimbursement may be available via MSBA's Accelerated Repair and Core Building Programs.



Town of
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Tewksbury School Committee | March 18, 2026

Master Plan Option 4 – Design Options

Dewing Elementary School:

Closed.

Heath Brook Elementary School:

Code upgrades.

1-story additions and renovations to convert to a districtwide Early

Childhood Center, Grades PK-K, 571 students.
84,600 GSF.

Center Elementary School:

Code upgrades.

Reconfigured for Grades 1-3, 809 students.

140,603 GSF.

John F. Ryan Elementary School:

Code upgrades.

Reconfigured for Grades 4-5, 554 students.
104,828 GSF.

John W. Wynn Middle School:

Code upgrades.

Reconfigured for Grades 6-7, 521 students.

106,230 GSF.

Tewksbury Memorial High School:

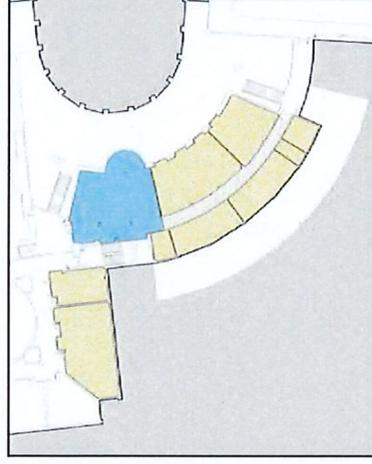
Code upgrades / Interior renovations to expand CTE Programs for Grades PK, 9-12 and Post Graduate, 721 students.
1-story addition for Grade 8, 249 students / 263,000 GSF.



Heath Brook ES Renovations and Additions



TMHS Addition for Grade 8



TMHS Renovations for CTE Programs



Town of
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Master Plan Option 4 – Estimate of Probable Costs

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS	
Grades	CLOSED	PK-K	N/A	1-3	4-5	6-7	PK, 8-12, PG	
Renovations	\$0	\$30.1M	\$0	\$0	\$3.8M	\$8.4M	\$30.7M	
Sitework	\$0	\$4.3M	\$0	\$0	\$0	\$0	\$13.6M	
Demo Existing Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Hazardous Materials Abatement	\$0	\$0.9M	\$0	\$0	\$0	\$1.7M	\$0	
Subtotal Trade Costs	\$0	\$35.3M	\$0	\$0	\$3.8M	\$10.1M	\$44.3M	
Subtotal Contingencies	\$0	\$11.6M	\$0	\$0	\$1.2M	\$3.3M	\$14.6M	
Subtotal General Costs	\$0	\$10.1M	\$0	\$0	\$1.1M	\$2.9M	\$12.7M	
Total Construction Costs	\$0	\$57.0M	\$0	\$0	\$6.1M	\$16.3M	\$71.6M	
Owner Soft Costs (30%)	\$0	\$17.1M	\$0	\$0	\$1.8M	\$4.9M	\$21.5M	
Total Project Costs	\$0	\$74.1M	\$0	\$0	\$7.9M	\$21.2M	\$93.1M	
Option 4 Estimate of Probable Costs							≈ \$196.3M	

Assumptions:

- No temporary classrooms.
- Construction Manager at Risk delivery.
- Reimbursement may be available via MSBA's Accelerated Repair and Core Building Programs.



Town of **Tewksbury** MA



Tewksbury School Committee | March 18, 2026

Master Plan Option 5 – Design Options

Dewing Elementary School:
Closed.

Heath Brook Elementary School:
Code upgrades.
1-story additions and renovations to convert to a districtwide Early Childhood Center, Grade PK, 300 students.
63,900 GSF.

Center Elementary School:
Code upgrades.
Renovations and 1-story addition to add Grade K, 300 students.
Grades K-2
140,603 GSF.

John F. Ryan Elementary School:
Code upgrades.
Reconfigured for Grades 3-4, 558 students.
104,828 GSF.

John W. Wynn Middle School:
Code upgrades.
Reconfigured for Grades 5-6, 514 students.
106,230 GSF.

Tewksbury Memorial High School:
Code upgrades / Interior renovations to expand CTE Programs for Grades PK, 9-12 and Post Graduate, 721 students /
2-story addition for Grades 7-8, 506 students / 336,500 GSF.



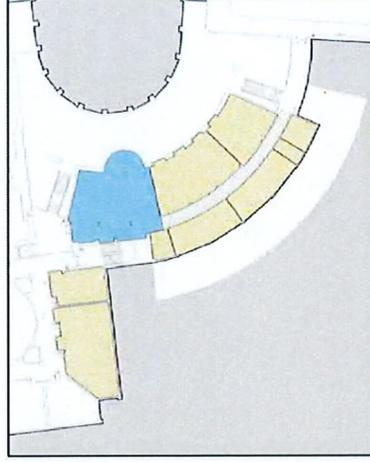
Heath Brook ES Renovations and Additions



Center ES Renovations and Additions



TMHS Addition for Grades 7-8



TMHS Renovations for CTE Programs



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Master Plan Option 5 – Estimate of Probable Costs

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS
Grades	CLOSED	PK	N/A	K-1	3-4	5-6	PK, 7-12, PG
Renovations	\$0	\$19.6M	\$0	\$10.3M	\$3.8M	\$8.4M	\$73.7M
Sitework	\$0	\$2.9M	\$0	\$1.6M	\$0	\$0	\$13.6M
Demo Existing Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials Abatement	\$0	\$0.9M	\$0	\$0	\$0	\$1.7M	\$0
Subtotal Trade Costs	\$0	\$23.4M	\$0	\$11.9M	\$3.8M	\$10.1M	\$87.3M
Subtotal Contingencies	\$0	\$7.7M	\$0	\$3.9M	\$1.2M	\$3.3M	\$28.8M
Subtotal General Costs	\$0	\$6.7M	\$0	\$3.4M	\$1.1M	\$2.9M	\$25.0M
Total Construction Costs	\$0	\$37.8M	\$0	\$19.2M	\$6.1M	\$16.3M	\$141.1M
Owner Soft Costs (30%)	\$0	\$11.3M	\$0	\$5.8M	\$1.8M	\$4.9M	\$42.3M
Total Project Costs	\$0	\$49.1M	\$0	\$25.0M	\$7.9M	\$21.2M	\$183.4M

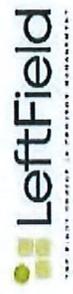
Option 5 Estimate of Probable Costs

≈ \$286.6M

- Assumptions:**
- No temporary classrooms.
 - Construction Manager at Risk delivery.
 - Reimbursement may be available via MSBA's Accelerated Repair and Core Building Programs.



Town of
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Tewksbury School Committee | March 18, 2026

Master Plan Option 6 – Design Options

Dewing Elementary School:

New construction on existing site.

Grades PK-1, 450 students
2-story, 85,500 GSF

Heath Brook Elementary School:

New construction on existing site.

Grades PK-1, 400 students
2-story, 72,300 GSF

Center Elementary School:

Code upgrades.
Grades 2-4, 840 students.
140,603 GSF.

John F. Ryan Elementary School:

Code upgrades.
Grades 5-6, 514 students.
104,828 GSF.

John W. Wynn Middle School:

Code upgrades.
Grades 7-8, 506 students.
106,230 GSF.

Tewksbury Memorial High School:

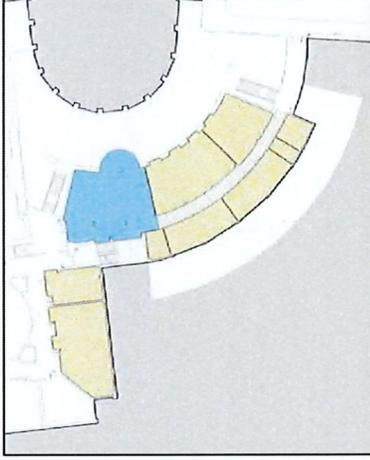
Code upgrades.
Interior renovations to expand CTE Programs for Grades PK, 9-12 and Post Graduate, 721 students.
240,000 GSF.



New Dewing ES



New Heath Brook ES



TMHS Renovations for CTE Programs



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Master Plan Option 6 – Estimate of Probable Costs

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS	
Grades	PK-1	PK-1	N/A	2-4	5-6	7-8	PK, 9-12, PG	
Renovations	\$43.9M	\$38.4M	\$0	\$0	\$3.8M	\$8.4M	\$13.6M	
Sitework	\$11.8M	\$10.4M	\$0	\$0	\$0	\$0	\$0	
Demo Existing Building	\$1.2M	\$0.9M	\$0	\$0	\$0	\$0	\$0	
Hazardous Materials Abatement	\$1.4M	\$0.9M	\$0	\$0	\$0	\$1.7M	\$0	
Subtotal Trade Costs	\$58.3M	\$50.6M	\$0	\$0	\$3.8M	\$10.1M	\$13.6M	
Subtotal Contingencies	\$19.2M	\$16.7M	\$0	\$0	\$1.2M	\$3.3M	\$4.5M	
Subtotal General Costs	\$16.6M	\$14.5M	\$0	\$0	\$1.1M	\$2.9M	\$3.9M	
Total Construction Costs	\$94.1M	\$81.8M	\$0	\$0	\$6.1M	\$16.3M	\$22.0M	
Owner Soft Costs (30%)	\$28.2M	\$24.5M	\$0	\$0	\$1.8M	\$4.9M	\$6.6M	
Total Project Costs	\$122.3M	\$106.3M	\$0	\$0	\$7.9M	\$21.2M	\$28.6M	
Option 6 Estimate of Probable Costs							≈ \$286.3M	

Assumptions:

- No temporary classrooms.
- Construction Manager at Risk delivery.
- Reimbursement may be available via MSBA's Accelerated Repair and Core Building Programs.



Town of
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Tewksbury School Committee | March 18, 2026

Master Plan Summary – Estimates of Probable Costs

Scope of Work	Dewing ES	Heath Brook ES	New School	Center ES	Ryan ES	Wynn MS	TMHS	Total	Estimated Town Share*
Code Upgrades	\$49.1M	\$31.1M	\$0	\$0	\$7.9M	\$21.2M	\$12.3M	≈ \$121.6M	≈ \$73.0M
Option 1	\$0	\$49.1M	\$0	\$25.0M	\$7.9M	\$98.4M	\$28.6M	≈ \$209.0M	≈ \$125.4M
Option 2	\$0	\$0	\$147.3M	\$0	\$7.9M	\$21.2M	\$28.6M	≈ 205.0M	≈ \$123.0M
Option 3	\$0	\$74.1M	\$0	\$0	\$7.9M	\$71.9M	\$28.6M	≈ \$182.5M	≈ \$109.5M
Option 4	\$0	\$74.1M	\$0	\$0	\$7.9M	\$21.2M	\$93.1M	≈ \$196.3M	≈ \$117.8M
Option 5	\$0	\$49.1M	\$0	\$25.0M	\$7.9M	\$21.2M	\$183.4M	≈ \$286.6M	≈ \$172.0M
Option 6	\$122.3M	\$106.3M	\$0	\$0	\$7.9M	\$21.2M	\$28.6M	≈ \$286.3M	≈ \$171.8M

* Assumes MSBA approved projects with adjusted reimbursement rate of approximately 40%.

Recommendation - Option 2

- One MSBA Statement of Interest | Statutory Priority 7 Replace obsolete building.
- Independent construction project with a predictable schedule.
- No disruptions to school operations | no temporary classrooms.
- Minimizes student transitions.
- Minor/moderate repairs at three existing schools.

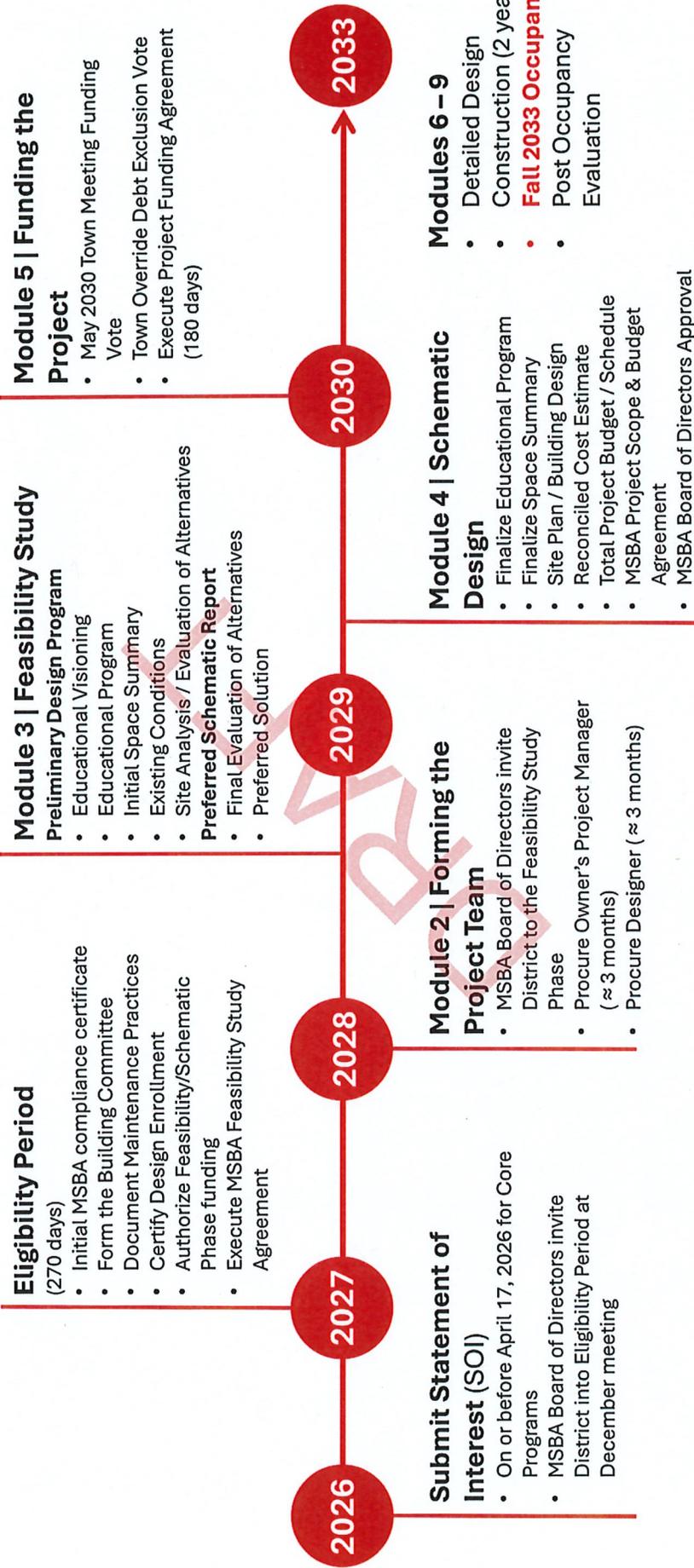


Tewksbury MA

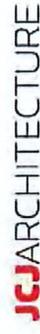
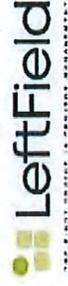


Tewksbury School Committee | March 18, 2026

Master Plan Option 2 – “Best Case” Project Schedule for New School



Town of
Tewksbury MA



Tewksbury School Committee | March 18, 2026

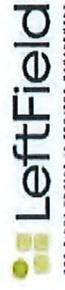
Next Steps

- **Tewksbury School Committee Presentation** **March 18, 2026**
- **Tewksbury Select Board Presentation** **March 23, 2026**
- **Tewksbury School Committee & Select Board Workshops** **to be scheduled**
- **FINAL Master Plan Report** **on or about March 25, 2026**
- **MSBA Statement of Interest** **before April 17, 2026**

Thank you!



Town of
Tewksbury MA



JCJARCHITECTURE

**ANNUAL AND SPECIAL TOWN
MEETING WARRANT ARTICLES**

**TRAHAN SCHOOL
AMENDMENT**



OPTION TO LEASE

AMENDMENT TO OPTION TO LEASE

THIS AMENDMENT TO OPTION TO LEASE (this "Agreement") is entered into as of March __, 2026, by and between the **TOWN OF TEWKSBURY** (the "**Town**"), a Massachusetts municipal corporation, acting by and through its Select Board, having an address of Tewksbury Town Hall, 1009 Main Street, Tewksbury, Massachusetts 01876, and **TRAHAN SCHOOL RESIDENCES LIMITED PARTNERSHIP**, a Massachusetts limited partnership, having an address c/o SCG Development Partners, Inc., 8245 Boone Boulevard, Suite 640, Tysons Corner, Virginia 22182 (hereinafter, with its permitted successors and assigns, referred to as the "**Developer**").

RECITALS

WHEREAS, the Town and the Developer executed a certain Option to Lease dated as of February 11, 2026 (the "Option"); and

WHEREAS, due to the delay in executing the Option, the parties desire to extend the Initial Option Term;

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which are hereby acknowledged by the parties hereto and for the mutual covenants contained herein, the Town and the Developer hereby agree as follows:

1. The Initial Option Term is hereby extended from December 31, 2030 to April 30, 2031.
2. The parties hereby ratify the Option which remains in full force and effect as modified hereby.

[signature page follows]

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of the date set forth above.

TOWN:

TOWN OF TEWKSBURY

By its Select Board

By: _____

By: _____

By: _____

By: _____

By: _____

DEVELOPER:

**TRAHAN SCHOOL RESIDENCES LIMITED
PARTNERSHIP**

By: Trahan SCG Tewksbury LLC, its General
Partner

By: _____

Name: Stephen P. Wilson
Authorized Signatory

**OPEN MEETING LAW
COMPLAINT**

**HILLMAN ENERGY CENTER
HOST COMMUNITY
AGREEMENT**



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Christine Last Name: Chesbrough

Address: 398 Chandler Street

City: Tewksbury State: MA Zip Code: 01876

Phone Number: 9788663550 Ext. _____

Email: tc.chesbro@comcast.net

Organization or Media Affiliation (if any): na

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/town, county or region, if applicable): Tewksbury Select Board and Town Manager, Tewksbury, MA

Specific person(s), if any, you allege committed the violation: Town Manager John Curran

Date of alleged violation: 1/28/2026

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

I am a resident of Tewksbury. I believe the Tewksbury Select Board, with the involvement of the Town Manager's office, violated the Massachusetts Open Meeting Law, G.L. c. 30A, § 20, in connection with the Host Community Agreement ("HCA") for the proposed Hillman Energy Center battery energy storage project.

Under the Open Meeting Law and the Town's Committee Reference Guide, public bodies must post meeting notices at least 48 hours in advance (excluding Saturdays, Sundays, and legal holidays) and list topics reasonably anticipated to be discussed. This is to give the public fair notice and a meaningful opportunity to review materials and participate.

For the January 28, 2026 Board of Health and Select Board joint meeting, the Select Board and Town Manager were responsible for negotiating and controlling the draft HCA and providing it to the public. Although the agenda was posted at least 48 hours in advance and included an item related to the HCA, the draft HCA itself was not released to the public until approximately three hours before the meeting.

The HCA was a substantial, complex document that was clearly a topic reasonably anticipated to be discussed at the meeting. By failing to provide the HCA in time for public review, the Select Board and Town Manager prevented residents from having the advance notice and access that the Open Meeting Law is intended to guarantee.

As a result, residents had no meaningful opportunity to review the HCA prior to the discussion, limiting the ability to ask informed questions or provide comments. The late release undermined transparency and public participation, and because the Select Board and Town Manager controlled the draft and its timing, this effectively circumvented the notice requirements, even though the agenda itself was posted in a timely manner.

This complaint concerns the Select Board, acting through the Town Manager, for failing to provide the HCA in a manner that complied with the Open Meeting Law during the January 28, 2026 joint meeting.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

I request that the Attorney General and Select Board determine that the Select Board, through the Town Manager, violated the Open Meeting Law by not making the HCA available in time for proper public review; require a written policy ensuring future HCAs or major agreements are provided in advance for posting; and, if any actions relied on the late HCA, re-notice, re-deliberate, and re-vote those matters at a compliant public meeting.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

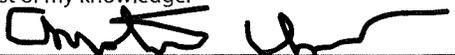
II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: 

Date: 2/24/26

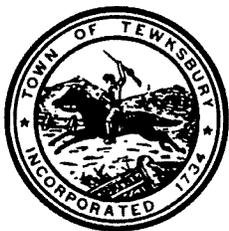
For Use By Public Body

Date Received by Public Body:

For Use By AGO

Date Received by AGO:

NAMING OF TOWN HALL



TOWN OF TEWKSBURY

1009 Main Street
TEWKSBURY, MASSACHUSETTS 01876

Nancy L. Reed
Tewksbury Town Historian

March 17, 2026

Chairman Mark Kratman
Select Board Members
1009 Main Street
Tewksbury MA 01876

RE: Request to rename Tewksbury Town Hall to Tewksbury Memorial Town Hall

Dear Mr. Kratman and Select Board Members,

In 1920, upon completion of construction, our current Town Hall was dedicated with a memorial to World War I soldiers. The architectural design and floor plan were used nationally as a model for similar community buildings, with the stated purpose of serving the needs of returning soldiers at that time. The architect used the name, 'Memorial Town Hall,' on his plans.

To honor that intent and the goal of preserving the values which were fought for, I am requesting that the Select Board consider renaming our Town Hall, by adding the word 'Memorial' to the name.

Below is a short history with documentation of what occurred in Tewksbury and nationally in 1919-1920 for your review.

Background:

In 2023, I discovered several references to the architectural design of our 1920 Town Hall, which are further detailed in the narrative which follows.

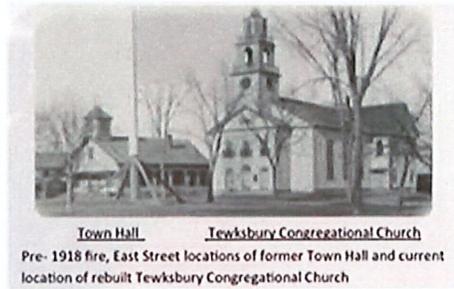
These documents show that our Town Hall was designed to serve the returning soldiers of World War I as a much needed social, civic and community meeting place. The design also served as a template for cities and towns across the Country looking to build similar civic buildings, as memorials to the World War and to also serve the Soldiers and their communities.

Tewksbury Town Hall:

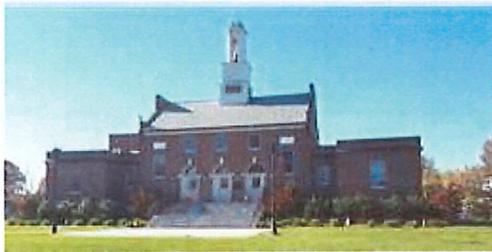
A Memorial to World War I and National Role

The story of the beginnings of our current Town Hall starts on Sunday morning, October 13, 1918, when the Tewksbury Congregational Church and the Town Hall next door, both burned down in a devastating fire.

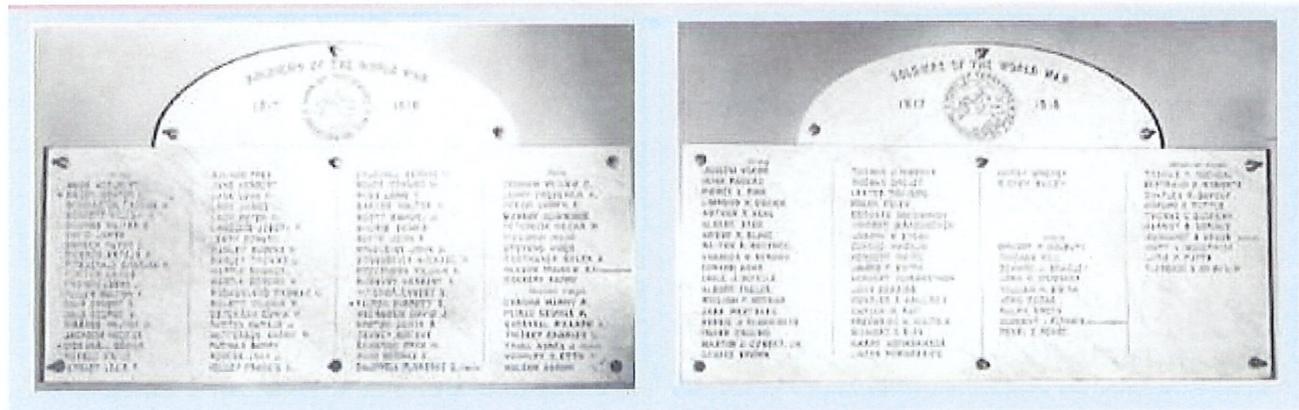
In February of 1919, Town Meeting was held in Pickering Hall at the Foster School in Town Center. It was voted that a committee of seven would find a site for a future new town hall. It was also voted that a committee investigate records of the World War and dedicate a memorial to those of the town who have been in service during this War.



Town Hall Tewksbury Congregational Church
Pre- 1918 fire, East Street locations of former Town Hall and current location of rebuilt Tewksbury Congregational Church



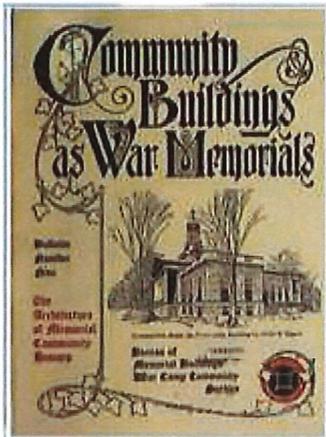
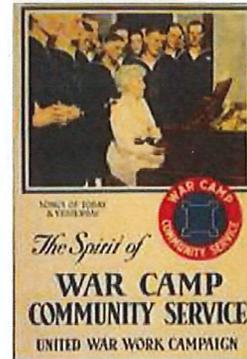
The Enoch Foster home in the Town Center was chosen as the new site, and it was voted in March 1919 to build the new town hall and appropriate \$1000 for a War Memorial therein. Design, building and construction were completed in May 1920.



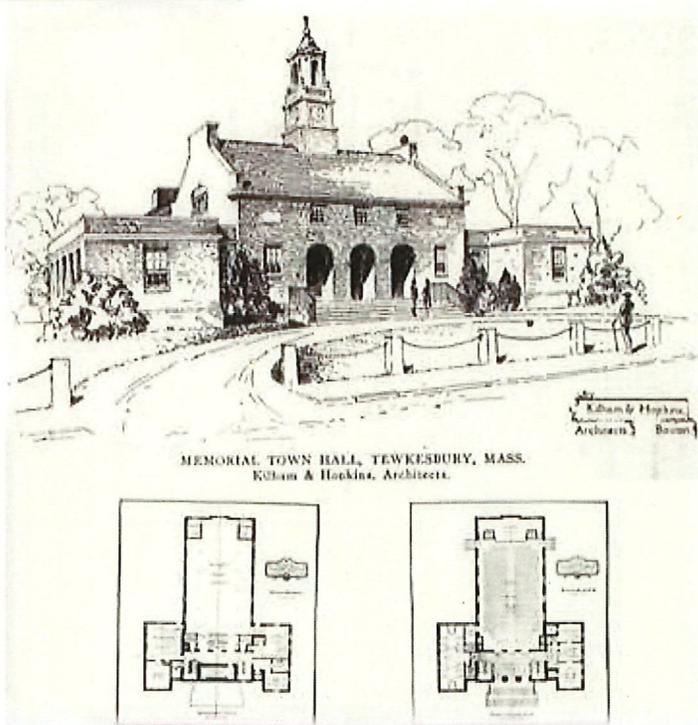
World War Memorial Tablets at Town Hall with soldiers' names

A Dedication ceremony for the new Town Hall took place on May 19, 1920. The World War Memorial Tablets, shown above, hanging in the lobby of the Town Hall, listing the town's service members were dedicated at the Welcome Home ceremony on May 31, 1920. All of this was occurring at the end and after World War I, with the War ending in November 1918.

War Camp Community Services had been formed in 1917. They were a national organization committed to boosting morale and welfare of the war troops across the nation. They would set up near training areas so that soldiers on leave from training would have social and recreational opportunities. The Services also held community dances and dinners for citizens and soldiers to promote friendships. Other activities included forming citizen and soldier sport leagues, opening swimming pools and organizing patriotic song rallies.



In 1919, the War Camp Community Services merged with the National Committee on Memorial Buildings to assist with the nation-wide movement of constructing community buildings as War Memorials. This new committee was comprised of 100 men and women from all around the Country to advise the War Camp Community Services in the production of 12 Volumes of Bulletins, entitled; *Community Buildings as War Memorials*, containing expert opinion and knowledge about the design, use and layout of these Community Buildings.



Note architect's title on the plan:
"MEMORIAL TOWN HALL"

Tewksbury's new Town Hall, designed by Architects, Kilham and Hopkins of Boston MA, was one of several Community Buildings, from around the Country, featured in these 1919 War Camp Bulletins. The building's exterior sketch and floor plans of the basement and first floor were included, as well as a narrative about the use of the rooms.

During this same time, The Architectural Record Magazine of December 1919 presented a lengthy article entitled, *War Memorials and Community Houses for Towns and Small Cities*. The design of Tewksbury's Town Hall was featured, again, with sketches of the exterior and floor plans by Kilham and Hopkins Architects. The narrative also covered several community houses from around the U.S. in a similar way. Tewksbury's Town Hall layout was described as having a lobby with central circulation to the large assembly room, holding up to 600 people, a library and reading room to the left and town offices to the right. In the basement there was a large banquet hall and kitchen, with a lift to the first floor for serving food there as well. There was a need for indoor meeting places for social interaction, entertainment and dining in these types of buildings.

Another document in this collection is a copy of a letter to the architect of the Town Hall, W.H. Greeley of Kilham and Hopkins, Boston MA, dated December 22, 1919, from War Camp Community Services, New York. The letter expressed to Mr. Greeley that the Tewksbury Town Hall exterior drawings and floor plans in the Bulletins had received wide-spread appeal. They have been used in magazines, and newspapers from around the country are requesting copies (electros) to be used by their towns when making decisions about their new community buildings. It is noted in handwriting in the letter that it was copied to Mr. Spaulding, 12-23-19. (Benjamin Spaulding was the Chairman of the Tewksbury Town Hall Building Committee 1919.)

WAR CAMP COMMUNITY SERVICE
INC.
One Madison Avenue, New York

ADVISORY COMMITTEE ON MEMORIAL BUILDINGS

COUNCIL

JOHN G. ABRAHAM	JULIAN H. WALKER
ALBERT G. BAKER	Wm. C. WALKER
GEORGE DANFORTH BATHURST	GEORGE FOSTER PARSONS
HAROLD S. BENTON	LT. COL. JAMES H. PENNINGTON
WILLIAM CHASE	DR. FRANK PERRY
FRANK D. CHASE	EDWARD A. SPOONER
DR. HENRY COOPER, M.D.	DR. HENRY S. STANLEY
MR. HENRY HANCOCK	JOHN WILSON BUNCE
DR. E. H. HANCOCK	DR. W. THOMAS BRIDGEMAN
ALEXANDER J. HENNING	FRANK A. VANDEVELDE
DR. RUSSELL HENNING	DR. FRED A. VANDEVELDE
ANTON G. HOFFMANN	DR. VAN DEVELDE

PRESIDENT: JEROME LEE
TREASURER: MORTIMER H. BURGESS
SECRETARY: MURRAY S. BRONCKHOFF

EXECUTIVE COMMITTEE
JOHN G. ABRAHAM
HAROLD S. BENTON
MORTIMER H. BURGESS
FRANK D. CHASE
DR. HENRY COOPER

BUREAU OF MEMORIAL BUILDINGS
HARRISON G. CHAMBERS
MANHATTAN, 122 EAST 23RD STREET
TELEPHONE: MADISON SQUARE 3200

December 22, 1919

Mr. W. H. Greeley
Kilham & Hopkins
9 Park Street
Boston, Mass.

*Copy to Mr. Spaulding
12/23/19*

My dear Mr. Greeley:-

Thank you cordially for your letter of December 15th. We shall make good use of the Manchester building. It is very charming to look at.

Perhaps it would please your firm to know the very wide-spread appeal that some of your buildings have for memorial committees everywhere. As you doubtless know, we have used exterior drawings, floor plans, etc. of the Tewksbury and Attleboro proposed buildings in our series of bulletins. We have also used them in a number of magazine stories and in our last memorial building clip sheet the exterior of the Tewksbury town hall was used. Newspapers all over the country are asking us for electros so that they may reproduce this building, and memorial building committees request the photographs of the plans almost invariably in selecting exhibits of plans that have been drawn to talk over with their local people in deciding about their own building.

I thought it would please you to know that no other drawings have been quite so popular.

We shall see that the Manchester plans are handled carefully and returned later to you.

Very sincerely yours,
Martha Candler

MC/s

Enclosed; copy of slip sheet No. 2.

We are proud of your story in the News Magazine and the most appreciable appeal that has yet been made for buildings

“One of the contributing reasons for the unreserved endorsement of the community house is the fact that latent possibilities have been largely developed by and through conditions arising from the War. ... a building was required which would serve all the purposes of a club for soldiers during their hours of recreation. ... The challenge for the architect is bringing the two qualities of the building, informality and commemorative character, together. Each Community House’s success depends on the function it performs and the unique needs of each town. The Community House will serve as a center for meeting for civic, educational and recreational activities. It may also serve as a town hall, where public hearings are held and municipal authority would be headquartered.

The idea of raising living memorials to the men who have died for a great ideal, memorials whose function it will be to keep alive that ideal and, holding it aloft, pass it on to generations to come, makes an appeal to all who feel that the causes of this war should never be forgotten. ... no other purpose would be more eminently served by a memorial community building than the encouragement of the meeting of the minds of all classes, united by the bonds of common interest, created by a highly developed community spirit.”

Cornelius, Charles O., *War Memorials and Community Houses for Towns and Small Cities*, The Architectural Record, December 1919, pages 535 – 555.

There are copies of the documents mentioned in this article and others, for public review, in two large prints at Tewksbury Town Hall, across from the World War Memorial tablets, near the lobby.

It is heartening to realize Tewksbury’s role in memorializing the causes and sacrifices made during World War I and continuing to uphold those hard fought for ideals. These are represented by the day-to-day activities within the physical building that is our Town Hall.

As part of this request, I am also asking that the Board waive the ‘PROCESS’ for naming town property as allowed in the second to last paragraph of the TOWN OF TEWKSBURY SELECT BOARD POLICIES AND REGULATIONS for Public Property Naming, attached.

In consideration of the evidence from 1920, as well as honoring our World War I Veterans, I request that the Select Board consider renaming our Town Hall to the Tewksbury Memorial Town Hall.

Please feel free to contact me with any questions.

With regards and appreciation,
Nancy L. Reed
Tewksbury Town Historian 2026

Enc.

Town Of Tewksbury Select Board Policies and Regulations, Article XXXVII Public Property Naming

TOWN OF TEWKSBURY SELECT BOARD POLICIES AND REGULATIONS

ARTICLE XXXVII PUBLIC PROPERTY NAMING

PURPOSE The Select Board believes that the naming of public property such as buildings, parks, squares, and ways is a matter of great importance and deserves careful consideration. The Board, therefore, establishes this policy to establish a systematic and consistent approach for the naming of Town owned property.

APPLICABILITY This policy shall apply to all Town-owned property subject to the care, custody, and control of the Select Board. Such property is comprised of all the real estate and personal property owned by the Town, that is not by law or Town Meeting vote placed in the charge of another particular board, committee, officer or department.

GUIDELINES The naming of public property should be done sparingly, with compelling reasons stated by the petitioners. As part of the naming process, it is the Select Board's goal to inform a wide cross section of the public when a proposal to name public property is brought before the Board for consideration. When considering naming of any public property or portion thereof, the Board may consider the following guidelines:

1. Priority should be given to names carrying geographical, historical or cultural significance to the area in which the property is located or to the Town as a whole.
2. The property may be named after an individual or organization that has made significant financial and/or civic contributions to the Town or that has made a direct financial grant to the Town for the purposes of developing a particular property.
3. Suggestions for the naming of any public property or portion thereof may come to the Board from any town official or member of the public.

PROCESS 1. A written request to name a public property must be submitted to the Select Board signed by a minimum of seventy-five (75) registered voters. This written request must clearly explain the rationale and/or compelling reasons for naming said public property.

2. Within fourteen (14) days of receipt of the public property naming request by the Select Board, the Town Clerk shall certify the signatures as voters registered in the Town of Tewksbury.
3. Following certification by the Town Clerk, the Select Board shall schedule a public hearing to discuss the public property naming request and shall publish a public hearing notice in a paper of local circulation at least thirty (30) days prior to the hearing. The proponents of the public property naming request are strongly encouraged to publish information supporting the request in the local paper prior to the hearing date. Further, the Board may solicit the advice of the Tewksbury Historical Commission, surrounding property owners, residents, affected parties, other Town officials, groups or individuals that the Board believes may contribute meaningful input.
4. The Select Board shall publish a second notice of the public hearing regarding the public property naming request in a paper of local circulation at least fifteen (15) days prior to the hearing.
5. The Select Board holds a public hearing on the public property naming request.
6. Following the close of the meeting in which the public hearing on the public property naming request was held, and at a subsequent, regularly scheduled meeting of the Select Board, the Board will vote on the public property naming request.

⇒ This policy is meant to serve as a guide to those persons seeking to name a public property. Nothing herein shall be construed so as to limit the Board's authority to use its discretion based on the facts and circumstances surrounding a particular issue.

This Policy may be amended or rescinded by the Board by majority vote.

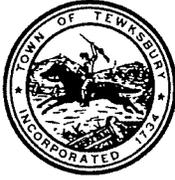
**SHAWSHEEN VALLEY
TECHINICAL HIGH SCHOOL**



**WARRANT ARTICLE FOR
SCHOOL FEASIBILITY STUDY**

MINUTES
APPROVAL PENDING





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

TEL: 978-640-4300
FAX: 978-640-4302

Notice of Meeting

Meeting Place: Town Hall, 1009 Main Street, Tewksbury, MA
Date: May 20, 2025
Executive Session

Members Present:

Mark Kratman, Chair (Arrived at 6:30 p.m.)
Eric Ryder, Vice-Chair
Rich Russo, Clerk
James F. Mackey, III, Board Member
Patrick Holland, Board Member

Also Present: John Curran, Town Manager
Steve Sadwick, Assistant Town Manager
Attorney Jeffrey Bernstein, BCK Law. P.C.
Attorney Kevin Feeley, Town Counsel

MOTION: At 6:18 p.m., Vice-Chair Ryder made a motion to enter the Executive Session for the purposes of discussing the EFSB Proceedings. Board Member Holland seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Chair Kratman, Board Member Mackey, Vice-Chair Ryder, Board Member Russo, and Board Member Holland.	5
Nay:	0

MOTION CARRIED: 5 – 0 – 0.

The Town Manager introduced Special Counsel to represent the Town in the matter of the BESS. Special Counsel explained the EFSB siting process to the Board.

Topics discussed:

TC – you will need to file as an intervening party.

MOTION: Vice-Chair Ryder made a motion and Board Member Holland seconded the motion.

Motion: Direct Town Manager and Town Counsel to engage Counsel for the Hillman BESS project to begin discussions about the permitting process and the Host Community Agreement.

MOTION CARRIED: 5 – 0 – 0.

MOTION: At 6:59 p.m., Board Member Holland made a motion to adjourn. Vice-Chair Ryder seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Chair Kratman, Board Member Mackey, 5
Vice-Chair Ryder, Board Member Russo,
and Board Member Holland.

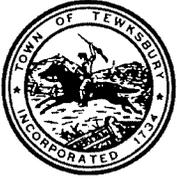
Nay: 0

MOTION CARRIED: 5 – 0 – 0.

Respectfully submitted,

Richard Russo, Jr., Clerk

Date



**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

TEL: 978-640-4300
FAX: 978-640-4302

Notice of Meeting

Meeting Place: Town Hall, 1009 Main Street, Tewksbury, MA

Date: September 23, 2025

Executive Session

Members Present:

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

Also Present: John Curran, Town Manager
Attorney Jeffrey Bernstein, BCK Law. P.C.
Attorney Kurt James

MOTION: At 6:00 p.m., Board Member Holland made a motion to enter in Executive Session for the purpose of discussing the following: Trahan School Project and the BESS HCA. Board Member Mackey seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Chair Kratman, Board Member Mackey, 5
Vice-Chair Ryder, Board Member Russo,
and Board Member Holland.

Nay: 0

MOTION CARRIED: 5 – 0 – 0.

- **Trahan School Project**

MOTION: Board Member Holland made a motion to give Mr. Curran the authority to move the Trahan School Project draft agreement forward. Board Member Mackey seconded the motion.

MOTION CARRIED: 4 – 1 – 0 (Nay: Board Member Mackey)

- **Battery Energy Storage System – Host Community Agreement**

In recommendation from Special Counsel to draft an HCA and Witness Testimony to be read at the EFSB Hearing and said draft be forwarded to the Select Board.

MOTION: At 7:20 p.m., Board Member Holland made a motion to adjourn. Board Member Mackey seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Chair Kratman, Board Member Mackey, 5
Vice-Chair Ryder, Board Member Russo,
and Board Member Holland.

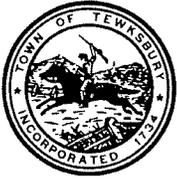
Nay: 0

MOTION CARRIED: 5 – 0 – 0.

Respectfully submitted,

Richard Russo, Jr., Clerk

Date



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

TEL: 978-640-4300
FAX: 978-640-4302

Notice of Meeting
Meeting Place: Town Hall, 1009 Main Street, Tewksbury, MA
Date: October 21, 2025
Executive Session

Members Present:

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

Also Present: John Curran, Town Manager

MOTION: At 6:45 p.m., Vice-Chair Ryder made a motion to enter the Executive Session for the purposes of discussing the following:

- Review of Executive Session Minutes of September 23, 2025, and determine if they can be released.

Board Member Holland seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Chair Kratman, Board Member Mackey, 5
Vice-Chair Ryder, Board Member Russo,
and Board Member Holland.

Nay: 0

MOTION CARRIED: 5 – 0 – 0.

MOTION: Vice-Chair Ryder made a motion to keep the September 23, 2025, minutes sealed until the negotiations with the HCA were completed. Board Member Russo seconded the motion.

MOTION CARRIED: 4 – 1 – 0 (Nay: Board Member Mackey)

MOTION: At 7:00 p.m., Board Member Holland made a motion to adjourn. Board Member Mackey seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Chair Kratman, Board Member Mackey, 5
Vice-Chair Ryder, Board Member Russo,
and Board Member Holland.

Nay: 0

MOTION CARRIED: 5 – 0 – 0.

Respectfully submitted,

Richard Russo, Jr., Clerk

Date