



# TOWN OF TEWKSBURY

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

## FINANCE COMMITTEE

Richard Levasseur, Chair  
Jomarie Buckley, Vice Chair  
Evan Walsh, Clerk  
David Aznavoorian  
Jason Christian  
Robert Kocsmiersky  
Lindsey Dunlevy Tosto

Town Clerk  
Tewksbury, MA

3/3/2026, 7:50:12 AM

### Finance Committee

#### February 2, 2026 – Meeting Minutes

##### 1. Call to Order

A meeting of the Finance Committee was called to order by Mr. Richard Levasseur, Chair at 7:00 PM on Monday, February 2, 2026. Also present at the meeting were Committee Members Ms. Jomarie Buckley – Vice Chair, Mr. David Aznavoorian, Mr. Rob Kocsmiersky and Ms. Lindsey Dunlevy Tosto.

Committee Members Mr. Evan Walsh – Clerk, and Mr. Jason Christian were not present for the meeting.

Also participating in the meeting was Ms. Diane Giarrusso - Library Director, Ms. Alex Lowder - Community/Economic Development Planner and Assistant Town Manager Robert Maynard.

##### 2. Town Manager Budget Discussion

###### Budget Review

Town Manager Mr. John Curran began the meeting with a summary of the Fiscal Year 2027 budget. The five-year average new growth is \$1,986,000. For fiscal year 2027 budgeting purposes the town is using a preliminary amount of \$1 million. This is a conservative estimate based on anticipated new growth which will be based on new construction, etc. that has occurred between January and December 2025. The total property tax levy limit for fiscal 2027 is \$122,015,275. The tax levy remained predictable. The numbers for local receipts are also being looked at conservatively for next fiscal year. Free cash is also in the range that we needed it to be. Enterprise budget numbers will be finalized and looked at later. We will strive to meet the 60/40 split between the school and town budgets which has been the practice in the past.

Please refer to the town manager's budget proposal spreadsheet for more details on expense breakdowns, etc.

The Town Manager is monitoring the budgetary impact of Tewksbury's noncompliance with the MBTA Communities Act. We are being sued by the State. It has had an impact on grants that we could have received.

Committee Member Mr. Evan Walsh sent in some questions prior to the meeting.

Local Aid - do we expect it to be maintained at its current level? Town manager Mr. John Curran noted that he is expecting a \$400,000 increase based on his conversations with the governor's office.

Excise Taxes - why are we expecting it to be \$500,000 less than Fiscal Year 2026? Town Manager Mr. John Curran noted that it was just a conservative estimate due to the fact that we do not know actuals yet.

60/40 Split - both Evan Walsh and Committee Member Mr. Richard Levasseur asked if we could take a look back at the last seven years and get a report on the actual percentages, was it 60/40 exactly or some other figure. Town Manager Mr. John Curran noted that he would provide this data to the Committee.

Committee Member Mr. Rob Kocsmiersky noted that the outlook for the next few fiscal years does not look great, what strategies is he looking into to offset this? Town Manager Mr. John Curran noted that we need economic growth, or we will need to make budget cuts in a few years we need research and development, and life-sciences industries to come into the town.

### **3. FY27 Budget Reviews**

#### **Library**

The Library Budget was presented by Library Director Ms. Diane Giarrusso. The budget is up by 5.2% mainly due to COLAs. The library was unable to apply for grant for mobile hotspot because we did not meet the requirements. There are a number of technology grants that are funded by the state that are being denied for the same reason. The printing, faxing and scanning abilities that the library provides to the public is a huge asset to the Town. Repairs and maintenance are chronically underfunded. MVLC assessments have increased.

Committee Member Ms. Jomarie Buckley asked how many grants were denied in total and what are the dollar value of the grants. Ms. Giarrusso said she would get this information for us.

Committee Member Mr. Richard Levasseur asked about remote monitoring of systems, Town Manager Mr. John Curran stated that he would get an answer to the committee about how many buildings are monitored.

The library is typically having HVAC problems that AI Rego addressed. The same is true for many town buildings.

**Planning and Conservation**

Ms. Alex Lowder, Community/Economic Development Planner, presented the FY27 Planning and Conservation budget. This is a level service budget that mainly contains COLA and salary increases. There is a \$30,000 increase for a sealer of weights and measures that we contract with Chelmsford. This was formally done by NMCOG but the gentleman in that position retired.

Postage costs have also increased and have not been adjusted since 2021.

Committee Member Mr. Richard Levasseur had questions regarding Accessory Dwelling Units and issues regarding the MBTA Communities Act, and 836 N. Street possible development.

**Parking Clerk**

Town Manager Mr. John Curran presented the Parking Clerk budget for FY27. The parking clerk's budget is level funded.

Committee Members did not have any questions about this initial budget request.

**Registrars**

Town Manager Mr. John Curran presented the Registrars budget for FY27. The budget is level funded.

Committee Members did not have any questions about this initial budget request.

**Elections**

Town Manager Mr. John Curran presented the Elections budget for FY27. The budget increased by \$80,000 due to the fact that there are more elections this year. The repairs and maintenance line item increased by \$13,000 due to voting machine maintenance.

Committee Members did not have any questions about this initial budget request.

**Town Clerk**

Town Manager Mr. John Curran presented the Town Clerks budget for FY27. There are increases due to COLA as well as increased costs for census mailings.

Committee Member Mr. Rob Kocsmiersky noted that the Town Clerk's budget request memo spoke to the need to adjust salaries for some senior level employees. Town Manager Mr. John Curran noted that he is looking into this and is looking to get it done sooner rather than later.

**Building Department**

Town Manager Mr. John Curran presented the Building Department budget for FY27. Increases include COLA and longevity adjustments.

Committee Member Mr. Richard Levasseur asked a question regarding mileage reimbursement. It appears that it has not been adjusted in years. Town Manager Mr. John Curran said that he would speak to Leo about this.

**Board of Health**

Town Manager Mr. John Curran presented the Board of Health budget for FY27. Increases were due to longevity and COLAs.

Committee Member Mr. David Aznavoorian asked about the funding for the nurse. Town Manager Mr. John Curran noted that the Town would fund it if the State would not. Committee Member Mr. Richard Levasseur asked that the mileage rate for the animal inspector and food inspector also be looked into and adjusted.

**Moderator**

Town Manager Mr. John Curran presented the Moderator budget for FY27. This budget is level funded.

Committee Members did not have any questions about this initial budget request.

**Finance Committee**

Town Manager Mr. John Curran presented the Finance Committee budget for FY27. This budget is level funded.

Committee Members did not have any questions about this initial budget request.

**Town Council**

Town Manager Mr. John Curran presented the Town Council budget for FY27. This budget request decreased by 20% (\$25,000) due to the fact that the need for a higher level of spending has not been needed to date.

Committee Member Ms. Jomarie Buckley asked about legal expenses that may or may not be incurred over several town projects. The Committee had a larger discussion with the Town Manager about this, and it was his feeling at this time that we will not know any exact figures (if any) that may be incurred until the fall. Committee Member Mr. David Aznavoorian noted that we could use free cash for one-time expenditures.

**Town Hall**

Town Manager Mr. John Curran presented the Town Hall budget for FY27. This budget has a slight COLA increase. At this time, we are contracting out janitorial services for the town hall because there is a person out on disability at this time.

**4. Town Manager**

No Transfers at this time

**5. Finance Committee Member representation on other committees**

Ms. Jomarie Buckley had a discussion with the Committee noting that the Economic Development Committee was working on a mission statement. There have been several starts and stops to these meetings due to lack of a quorum and there appears to be two discussions within the group centering around whether the committee is needed at all or if the committee should be expanded. They are also looking at a possible survey for residents to give feedback that will guide the mission statement.

**6. Approval of 9/15/25, 9/29/25, 10/7/25 Meeting Minutes**

**MOTION:** A motion was made by Committee Member Mr. David Aznavoorian to approve the 9/15/25, 9/29/25 and 10/7/25 meeting minutes, seconded by Committee Member Ms. Jomarie Buckley.

**Motion Carried 5-0**

**7. Adjourn**

**MOTION:** A motion was made by Committee Member Mr. David Aznavoorian to adjourn at 9:00PM, seconded by Committee Member Ms. Jomarie Buckley.

**Motion Carried 5-0**

**Documents Presented and/or Discussed:**

- FY 2027 Budget Presentation created by Town Manager Mr. John Curran.
- Library budget spreadsheet.
- Library usage statistics document
- Planning and Conservation budget spreadsheet
- Parking Clerk budget spreadsheet
- Registrars budget spreadsheet
- Elections budget spreadsheet
- Town Clerk budget spreadsheet
- Building Department budget spreadsheet
- Board of Health budget spreadsheet
- Moderator budget spreadsheet
- Finance committee budget spreadsheet
- Town Council budget spreadsheet
- Town Hall budget spreadsheet
- Finance Committee Meeting Minutes from September 15, 2025
- Finance Committee Meeting Minutes from September 29, 2025
- Finance Committee Meeting Minutes from October 7, 2025

Copies can be found with the Town Manager's Office or the Finance Department.

*Minutes approved by the Finance Committee on 3/2/26*