



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 Dunlevey Tosto

Finance Committee

February 9, 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 9, 2026. Also present at the meeting were Committee Members Ms. Jomarie Buckley – Vice Chair, Mr. Evan Walsh – Clerk, Mr. David Aznavoorian, Mr. Rob Kocsmiersky and Ms. Lindsey Dunlevey Tosto.

Committee Member Mr. Jason Christian was not present for the meeting.

Also participating in the meeting was Mr. Al Rego - Finance Director, Kelly Odams – Treasurer/Collector, Diana Caswell Varney - Chief Assessor, and Jamie Bent - Technology Manager.

2. FY27 Budget Reviews

Accounting

The accounting budget is up 3.77% due to salary increases and Cost Of Living Adjustments. There is also an increase in the cost of the MUNIS contract due to the fact that we have more modules of the software that the Town has implemented. It was also announced that this would be the last meeting that Mr. Rego will be attending due to the fact that he has accepted a position in the town of Bedford. The committee thanked him for all his hard work through the years; it made the finance committee's job easier.

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

Treasurer/Collector

Ms. Kelly Odams presented the Treasurer/Collector budget. The Treasurer/Collector budget is level funded outside of Cost Of Living Adjustments of 3.22%

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

Assessor

Ms. Diana Caswell Varney presented the assessor's budget. It is a level funded budget. There are two staff members that will get step increases and there are increases in software expenses for real estate software and personal property software as well as software for entering needs. The cost of the mobile hotspot has been deleted since it is no longer used.

Committee Members had general questions regarding the software line items that were answered by Ms. Caswell Varney.

Computer Services

Mr. Jamie Bent, Technology Manager, presented the computer services budget. The microwave network was maintained by a company called direct networks. They closed their doors and the microwave network is being overhauled by the computer services department. Email archiving was being done utilizing Microsoft 365 and this is becoming cost prohibitive. They are switching to a Barracuda solution which is less expensive and provides more functionality. There were also Cost Of Living increases for the two members of the department.

Committee members Mr. Rob Kocsmiersky and Ms. Jomarie Buckley had questions regarding the new email archive solution. These questions were answered by Mr. Jamie Bent.

Human Resources

Town Manager Mr. John Curran presented the Human Resources budget. There were \$8900 in COLA adjustments as well as an increase in advertising costs due to open positions.

Facilities/Grounds

Town Manager Mr. John Curran presented the Facilities/Grounds budget. There is slightly over \$13,000 in salary and COLA adjustments as well as an increase in overtime.

Committee Member Mr. Evan Walsh had a question about repair and maintenance costs decreasing. Finance Director Mr. Al Rego noted that several years ago there was a spike in maintenance costs due to some unanticipated expenditures. Town Manager Mr. John Curran stated that he would get back to the Committee with some more detail.

Mr. Walsh also asked if we use summer help. Town Manager Mr. John Curran noted that we do use summer help for various activities on Livingston Street but the mowing of grass is done by a contractor.

Committee Member Mr. Richard Levasseur asked how utility costs were down 8%, Town Manager Mr. John Curran stated that he would get back to the Committee with an answer.

There were also some questions regarding lighting of the pickle ball courts and LA Field.

Veterans Services

Town Manager Mr. John Curran presented the Veterans Services budget. There was an overall decrease of \$20,000 in this budget mainly because the number of veterans has declined.

The Town Manager noted that he would send the Committee details regarding specific numbers of veterans being helped.

Select Board

Town Manager Mr. John Curran presented the Select Board budget. Professional services and memberships increased approximately \$3000.

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

Town Manager

Town Manager Mr. John Curran presented this budget; it decreased approximately \$80,000 due to some legacy costs decreasing because the assistant town manager retired. Professional services decreased.

Legal services for the HCA for the energy storage facility will be reimbursed once the HCA is signed (up to \$250,000).

Committee Member Mr. Richard Levasseur asked what would happen if the HCA was not signed. Mr. Curran noted that we would be on the hook for the legal services. If the State Energy Commission denies the permit, we will get our legal service fees back.

Street Lights

Town Manager Mr. John Curran presented this budget. It is level funded.

Committee Member Mr. Evan Walsh had a general question regarding the budget that was answered by Town Manager Mr. John Curran.

Solid Waste

Town Manager Mr. John Curran presented the solid waste budget. This budget has been reduced by \$172,000 mainly due to the volume.

Committee Member Mr. Evan Walsh had a question regarding how long the Solid Waste contract is in force, and asked what our recycling contamination rate is? He also had several other general questions regarding tonnage and expenditures. Town Manager Mr. John Curran noted that he would get these questions answered.

COA

Town Manager Mr. John Curran presented the Council on Aging budget. The only change to the budget from last year was salary adjustments and COLA increases.

Committee Members had several general questions that were answered by the Town Manager.

Town Manager Unclassified

Shawsheen Tech is showing a 5.2% increase in their budget request.

There was a general discussion regarding Shawsheen's spending. Last year they overspent their budget. Their retained earnings ended up being a lot less than they were supposed to be. Town Manager Mr. John Curran is concerned that they will be asking residents of the town to come up with additional money to fund the study that residents already funded at town meeting but due to do bookkeeping issues it did not get spent properly. Shawsheen had to get an extension from the MSBA to perform the study.

Treasurer Unclassified

Town Manager Mr. John Curran presented this budget. Middlesex Retirement is the big driver of this budget.

The Committee had several broad questions on this budget that were answered by the Town Manager.

3. Town Manager

Transfers

Reserve Fund Transfer Request R-1

This request is made for a reserve fund transfer in the amount of \$25,000 from the General Fund Reserve Fund account to the Police Repairs and Maintenance account.

This transfer is to cover fresh air intake louvers where they are not working and no longer had control of fresh air to cool the building in the afternoons when fresh air is needed. This results in overheating and the temperature in the building rising to close to 80° in some cases the only way to control heating and cooling now is to manually control through the Building Management System. If the repair is not done heating could go off-line resulting in significant damage.

This request is being submitted by Town Manager Mr. John Curran

Committee Member Mr. Rob Kocsmiersky had some general questions on this request that were answered by Finance Director Mr. Al Rego.

MOTION: A motion was made by Committee Member Mr. David Aznavoorian to approve Transfer R-1, seconded by Committee Member Mr. Rob Kocsmiersky.

Motion Carried 6-0

4. Finance Committee Member representation on other committees

None

5. Minutes

None

6. Ratify Recording Sec. Timesheet

MOTION: A motion was made by Committee Member Mr. David Aznavoorian to ratify the timesheet, seconded by Committee Member Mr. Rob Kocsmiersky.

Motion Carried 5-0-1 (Committee Member Mr. Richard Levasseur did not vote)

7. Adjourn

MOTION: A motion was made by Committee Member Mr. David Aznavoorian to adjourn at 8:30PM, seconded by Committee Member Ms. Jomarie Buckley.

Motion Carried 6-0

Documents Presented and/or Discussed:

- Accounting budget spreadsheet
- Treasurer/Collector budget spreadsheet
- Assessors budget spreadsheet.
- Computer Services budget spreadsheet
- Human Resources budget spreadsheet.
- Facilities and Grounds budget spreadsheet
- Veterans budget spreadsheet.
- Select Board budget spreadsheet.
- Town Manager budget spreadsheet
- Street Lights budget spreadsheet
- Solid Waste budget spreadsheet
- Council on Aging budget spreadsheet
- Town Manager Unclassified budget spreadsheet
- Treasurer Unclassified budget spreadsheet
- Memo from the Town Manager dated February 9, 2026, regarding budget questions.
- Transfer Request R-1
- Recording Sec. Timesheet dated February 4, 2026

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

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