



**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

**Finance Committee**

**March 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, March 2, 2026. Also present at the meeting were Committee Members Ms. Jomarie Buckley – Vice Chair, Mr. Evan Walsh – Clerk, Mr. Jason Christian (remotely), Mr. Rob Kocsmiersky and Ms. Lindsey Dunlevy Tosto.

Committee Member Mr. David Aznavoorian was not present for the meeting.

Also participating in the meeting was Town Manager Mr. John Curran, Mr. Brian Dorrington – Director and Mr. Kevin Hardiman – DPW Director.

**2. FY27 Budget Reviews**

**Cable Enterprise & Telemedia**

Mr. Brian Dorrington presented the budget for the Telemedia department, the total budget is \$596,000 and the projected income is \$605,000. This will leave a surplus of \$8900. There is also \$180,000 capital budget outlay to review. There is a decline in cable franchise fees from Verizon and Comcast. Both of these companies have just signed new two-year contracts. Salaries contained step increases. The department is currently fully staffed.

The Telemedia department tries to run a very lean budget because of the variability in cable franchise fees.

The department continues to minimize the use of the Telemedia Van and use their own vehicles instead since it is more economical to do so. As with all the other departments, town health insurance costs have increased across the board. Currently no new equipment is needed due to the fact that the department does a fantastic job keeping things in working order.

Committee Member Mr. Evan Walsh had some general questions about what monies were built into the budget in case equipment breaks down and needs to be replaced, or is no longer supported. There is a plan for using capital outlay and creating a studio in the Ella Flemming School.

Committee Member Ms. Jomarie Buckley had a question if experience would be needed for productions, or would it be taught by department personnel. Mr. Brian Dorrington noted that they would be having open houses for members of the Town to take a look at it and see what the demand is, and develop a plan from there. Mr. Rob Kocsmiersky had a question about the state of the building and when it would be completed. Town Manager Mr. John Curran noted that it should be completed in the spring and at that point Brian would begin his work in the building. The \$180,000 cost is based on the studio they built in the high school.

Mr. Dorrington then reviewed the programming figures that the Telemedia department produced in 2025. This breakdown is as follows.

- Government Meetings - 98 Productions totaling 106 hours.
- School Committee Meetings - 14 Productions totaling 32 hours.
- Sports - 108 Productions totaling 272 hours.
- Tewksbury Public School Events - 12 Productions totaling 12 hours.
- Community Events - 94 Events totaling 116 hours.

Grand total is 326 Total Unique Programs spanning 538 Total Programming hours.

Committee Member Mr. Richard Levasseur noted that they are using their own vehicles and want to make sure that the mileage reimbursement was in line with IRS rates. Committee Member Mr. Rob Kocsmiersky thanked Brian and his staff for all the hard work that they do.

### **DPW General Fund**

Mr. Kevin Hardiman – DPW Director, presented the FY27 DPW Budgets. The DPW administrative budget included longevity, step increases, and COLA increases. They purchased an additional copier for the building since there is only one and it is at the far end of one of the buildings, having two will make it more efficient.

Committee Member Mr. Evan Walsh had a question about Computer expenses and a question about training, both of these questions were answered by Mr. Kevin Hardiman, Mr. Rob Kocsmiersky asked how long the department had been in the new building. DPW Dir. Mr. Kevin Hardiman noted that they had been in the building for approximately eight months and were still working out some of the kinks.

The Engineering budget had COLA step increases and longevity. There is no roadway resurfacing in this budget at the current time, it is typically added in the fall. The sidewalk budget will be funded through capital. There are no capital outlay expenses in this budget.

The Fleet budget increased by 2.8% due to longevity and COLAs. Maintenance costs have increased by over \$100,000.

The Forestry budget has no increase in the repairs and maintenance budget; it is level funded. There is a slight increase in leases and contracts due to costs of details.

Committee Member Mr. Evan Walsh had some questions regarding staff development of employees that were addressed by Mr. Kevin Hardiman. Committee Member Mr. Richard Levasseur had a question about tree assessment reports. DPW Director Mr. Kevin Hardiman noted that this report is done every year and explained the process.

The Highway budget had a mistake in the Excel spreadsheet that will be corrected in the fall. All other line items are level funded; there is no capital outlay in this budget.

Committee Member Mr. Rob Kocsmiersky had a question regarding staffing in the Highway budget. The budget is for 15 employees. Committee Member Mr. Evan Walsh had questions regarding police overtime costs, DPW Dir. Mr. Kevin Hardiman noted that they tried to minimize these costs by closing roads and creating detours.

The snow and ice budget is level funded. Town Manager Mr. John Curran noted that there was a state of emergency declared for the past storm and hopefully we would get some money back from state for snow and ice removal.

### **Water Enterprise**

The Water Enterprise budget includes money for repair and replacement of water infrastructure. The distribution budget increased by 21% because an SHMEO position was added at \$83,000 to address demands of the DEP on gate valve maintenance and additional leak detection. The largest contributor to the increase of the Distribution Operation Budget is the professional services line item and meter replacement. Professional services increased 554% or \$30,775 for leak detection there is also a \$27,250 increase to meter replacement program for replacement of backflow devices. The increase in Repairs and maintenance by was due to an increased costs for Back Flow devices and unanticipated repairs. Energy costs were up 5.09% or \$23,248. The indirect costs in the budget are the largest drivers, including retirement at 33%, group insurance at 26% and Department of Public Works at 26%.

Committee Member Mr. Richard Levasseur asked when the State Hospital would be hooked into the Town's Water System. Town Manager Mr. John Curran noted that it would be online shortly and provide an additional \$800,000 in income. Committee Members had questions about how much water we were losing. DPW Dir. Mr. Kevin Hardiman noted that loss is around 20%, Committee Member Evan Walsh noted that the industry-standard is 10%. Committee Member Mr. Rob Kocsmiersky had a question about meter replacement; it was noted that we were ahead of schedule. The water rates are expected to increase by 6.5%.

### **Sewer Enterprise**

Committee Member Mr. Evan Walsh recused himself from this budget discussion.

The sewer Enterprise fund is increasing by 5% and an additional position is being added to this budget to address pump station maintenance. The Lowell Sewer assessment is larger than we anticipated, which is driving up our costs. DPW fixed costs are a large part of the budget along

with group insurance. The sewer budget overall has a \$206,000 increase. The debt should be dropping off substantially in the next few years. Rates are going up 3%.

### **Stormwater**

At this point Committee Member Mr. Evan Walsh rejoined the discussion.

Projected revenue is \$800,000; the capital is being funded through retained earnings. We should receive \$1.1 million in revenue and put the rest back into the budget as a mechanism for keeping the \$75 stormwater fee where it is right now.

Committee Members had some general questions that were answered by DPW director Mr. Kevin Hardiman.

### **Capital Budget**

Town Manager Mr. John Curran discussed the five-year capital plan. Please refer to the Town Manager's capital presentation for more details.

Committee Member Mr. Richard Levasseur had a question about the complete sidewalks program and what grants we would be eligible for. There was a \$1 million grant available but due to the fact that we are not in compliance with the MBTA communities act we are ineligible for this money.

Committee Member Mr. Evan Walsh had a question regarding water distribution costs that was addressed by DPW director Mr. Kevin Hardiman.

Committee Member Ms. Jomarie Buckley had questions surrounding grants that we are not getting overall, what are we being denied? Residents should know what we are losing out on due to the fact that we are noncompliant. Committee Member Mr. Richard Levasseur asked that the finance committee receive a copy of the grants that were denied and the total dollar value on a monthly basis. Town Manager Mr. John Curran would get this to us. Committee Member Ms. Jomarie Buckley also asked about the legal costs for this. Town Manager Mr. John Curran noted that we would be using town Council for this, and it should be completed by summer.

### **3. Town Manager**

Nothing else to report.

#### 4. Approval of 2/2/26 and 2/9/26 Meeting Minutes

**MOTION:** A motion was made by Committee Member Mr. Rob Kocsmiersky to approve the meeting minutes from February 2, 2026 and February 9, 2026, seconded by Committee Member Ms. Jomarie Buckley.

**Motion Carried 6-0**

#### 5. Adjourn

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

**Motion Carried 6-0**

#### Documents Presented and/or Discussed:

- Cable Enterprise and Telemedia budget spreadsheet
- Telemedia Programming figures sheet
- DPW Administrative budget spreadsheet
- DPW Engineering budget spreadsheet
- DPW Fleet budget spreadsheet
- DPW Forestry budget spreadsheet
- DPW Highway budget spreadsheet
- DPW Snow & Ice budget spreadsheet
- Water Enterprise budget spreadsheet
- Sewer Enterprise budget spreadsheet
- Stormwater Enterprise budget spreadsheet
- Capital Improvement plan/presentation by the Town Manager
- February 2, 2026 Finance Committee meeting minutes
- February 9, 2026 Finance Committee meeting minutes

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

*Minutes approved by the Finance Committee on 3/16/26*