

Minutes of Public Meeting

Tewksbury Cultural Council

Town Clerk
Tewksbury, MA

12/17/2025, 7:59:50 AM

Meeting Date: Saturday, November 22, 2025
Meeting Time: 9:30 a.m.
Meeting Location: Town of Tewksbury Town Hall, Meeting Room, 1st Floor
1009 Main Street, Tewksbury MA 01876

Present Council Members

Diane Casazza, Rosalyn Impink, Sarah Manchester, Christian Panasuk, and Collin McNaught

Absent: Mary Buonanno, David Crisci, Isabel DeSisto, and Terry Musgrave

It was determined by the Chair, Christian Panasuk, that an acceptable number of council members were present, and the meeting could proceed. The meeting was called to order at 9:30am.

There was an introduction of Tewksbury Cultural Council Members, with the following interests disclosed – by individual members of this committee:

- Christian Panasuk is a lifetime member of the Friends of the Tewksbury Public Library and Patron member of the Tewksbury Garden Club, although no personal or financial interests are present for any matters brought before this council.
- Sarah Manchester is a lifetime member of the Friends of the Tewksbury Public Library, although no personal or financial interests are present for any matters brought before this council.
- Rosalyn Impink is a member of IRCC, although no personal or financial interests are present for any matters brought before this council.

Council Business – Members and Officers for the 2026 Grant Season

Members introduced themselves.

Two Council members are at the end of a 3-year service term. The following members have terms expiring on 6/30/26: Terry Musgrave and Rosalyn Impink.

If the member is concluding the second term serving this council, a period of respite of one year is required before service may continue. If the member is not concluding the second term of service – the member should indicate to the Office of the Town Select Board whether they would like to serve for another term or resign from service. Please be in touch with this contact person if you have any questions about service, or wish to have correspondence about your service:

Paula Mirabella
Executive Assistant
Select Board/Town Manager's Office
Town of Tewksbury
1009 Main Street, 2nd Floor
Tewksbury, MA 01876
Tel: 978-640-4300, Ext: 212
Fax: 978-640-4302
pmirabella@tewksbury-ma.gov

Nominations, and Volunteers for the three leadership positions

The duties of the members of the council were presented in the agenda. This also touched on the duties of the officers of the Council.

Christian Panasuk indicated she would continue to serve as the Chair.

There were no volunteers to serve as the clerk of the council. There were no nominations of members not present. Sarah Manchester volunteered to serve as the Treasurer of the council.

The slate was confirmed with no further discussion or nominations. The slate of offices for the coming year of 2025-26 is noted as:

- Chair = Christian Panasuk
- Treasurer = Sarah Manchester
- Clerk = open, unassigned

Report of TCC Public Relations Committee (New)

Roslyn Impink reported on the survey of the community's awareness of the work this Council does. She mentioned the committee planned a survey of the public to gather information, as well as to find out what kinds of projects the community would like to support. Rosalyn suggested the PR subcommittee could make sure press releases are posted for the opening of the grant application season, and also in January as we could make an announcement of the grant recipients and projects planned and supported for the Tewksbury community.

The results of the survey are included with these minutes, as Appendix A.

Overview of the Grant Application Review Process

Christian Panasuk reviewed the process we would use to review the applications, starting with the members of the public present to speak on behalf of a project.

Tewksbury Grant Fund Financials from 2024/25

Chair Christian Panasuk noted the following:

Estimated Funding Available	\$18,500.00	From incoming MA Cultural Council community award for 2026
	(\$555.00)	Less anticipated 2025 Tewksbury Council Expenses (can be up to 5%, currently 3%)
	\$338.35	Current Fund Balance in town account after all paid grants less encumbered funds for the outstanding 2 programs remaining from the 2024 grant season. They remain: Dracut Arts, Scott Maloney I Am, Christy Matte Paper Marbling Workshop, Jon Waterman Live Music Making History and Dennis Wise Theft of Dignity Tewksbury. The PHM Smallpox Cemetery Walk requested an extension, that was granted until spring 2026.
	\$18,838.35	Total Available Funds – rounded down to the nearest whole dollar, at \$18,838.

Comments or Questions from the Public

The following applicants and supporters were available to present details of the funding requests from the public gathered for the meeting:

- Megan Nelson, spoke as the applicant for the TMHS Theatre Program
- Donna Gill, spoke as the applicant for the Tewksbury Friends of the Elderly
- Brendan Falvey, spoke as the applicant for the Kinetic Sculpture project
- Jon DiPrima spoke as the applicant for the Wynn Middle School Theatre Program
- Jennifer Balch Kenney and Marie Luciano, spoke in support of the Tewksbury Garden Club application for Art In Bloom 2026.

Review & Discussion of Individual Grant Applications with Appropriation Vote

All council members read the entire packet of applications prior to the meeting. There were 28 applications requesting a total of \$48,198 in funding from this council. We moved through the applications, discussed each on its own merit, and suggested an award amount by the common group consensus. There were a few applications from outside our local community that we felt we would not be able to fund this year, based on the strength and variety of the projects presented to benefit the Tewksbury community from applications from residents or programs specifically hosted locally in town. Concluding discussion followed balancing the award amounts until the correct total figure of \$18,838 was accounted for in the tally of the awards.

At the end of the discussion of individual applications, there was a motion by Rosalyn Impink and 2nd by Collin McNaught to proceed with awarding the grants as described and tallied, totaling \$18,838. This motion was voted unanimously by voice vote.

Chair Christian Panasuk will draft and post application denial letters (emails) to the following applicants, by 12/07/2025:

Applicant & Project	Reason for Denial
FY26-LCC-116807, Regina Au, AAPI Heritage Celebrations and Exhibits, location TBD	The project did not provide enough public benefit for our community compared to other proposals we received
FY26-LCC-132135, Elaine Seidel, 4th of July Art Festival, Summer and Winter Art Shows, in Chelmsford	The project did not provide enough public benefit for our community compared to other proposals we received
FY26-LCC-117250, Tom McGary, Dracut Arts 2026 Season + Children's Show, in Dracut, online, on public access TV and TPL	The project did not provide enough public benefit for our community compared to other proposals we received
FY26-LCC-123801, Aysim Hakioglu, Sacred Valley Beyond Machu Picchu	The project did not provide enough public benefit for our community compared to other proposals we received
FY26-LCC-129837, Heather Landis, Innovation Academy BSO Field Trip from Tyngsborough to Boston	The project did not provide enough public benefit for our community compared to other proposals we received
FY26-LCC-124194, Kevin Figueroa, Digital Art and Photography Classes at the Tewksbury Senior Center	The project did not provide enough public benefit for our community compared to other proposals we received
FY26-LCC-115298, Rondae Drafts, Music Dance.edu presents I am Autistic I am Fantastic - The Musical, at Bayberry Court	The project did not provide enough public benefit for our community compared to other proposals we received
FY26-LCC-132686, Pal Mouli, Spring Fest 2026 in Wilmington	The project did not provide enough public benefit for our community compared to other proposals we received

There is a fifteen-day period for applicants with denied grant requests to petition for reconsideration of the Council. After that period, if the decisions stand, award letters can be sent.

Chair Christian Panasuk will draft and post grant award letters (emails) to the following applicants, by 12/21/25:

#	Applicant	Project Title	Amount Requested	Awarded
1	Asian American Pacific Islanders for Equality and Change (AAPIEC) Incorporated	AAPI Heritage Celebrations and Exhibits	\$5000	Denial - \$0
2	Chelmsford Art Society, Inc.	4th of July Art Festival, Summer and Winter Art Shows	\$4481	Denial - \$0
3	Discovery Museum, Inc.	Open Door Connections	\$400	\$150
4	Dracut Performing Art Series, Inc.	Dracut Arts 2026 Season + Children's Show	\$500	Denial - \$0
5	FALVEY, BRENDAN	Stampede Kinetic Sculpture	\$750	\$500

**Town Clerk
Tewksbury, MA**

12/17/2025, 8:00:23 AM

6	Friends of the Elderly Tewksbury, Inc.	Trivia & Tunes Entertainment for Older Adults	\$550	\$550
7	Hakioglu, Aysim	Sacred Valley Beyond Machu Picchu	\$300	Denial - \$0
8	Innovation Academy Charter School	BSO field trip	\$875	Denial - \$0
9	Ipswich River Community Chorus Inc	Ipswich River Community Chorus 2026 Spring Concert	\$1500	\$263
10	Jackson, Peter	Community Magic Show	\$300	\$300
11	John W. Wynn Middle School	WMS Drama Presents: Between the Lines Jr	\$3000	\$2000
12	John W. Wynn Middle School	WMS Spring Play	\$2000	\$2000
13	KevTech Services, Inc.	Digital Art and Photography Classes	\$2000	Denial - \$0
14	MUSIC Dance.edu	Hip Hop Chair Dance for Seniors! a dance series	\$500	\$300
15	MUSIC Dance.edu	I am Autistic I am Fantastic - The Musical	\$580	Denial - \$0
16	Pal, Mouli	SpringFest 2026	\$250	Denial - \$0
17	Tewksbury Garden Club	Art & Bloom	\$2000	\$2000
18	Tewksbury Memorial High School Robotics Team	Tewksbury Titans Robotics Team Expansion & 2026 FRC Team 1474 Robotics Competition Season	\$3500	\$2000
19	Tewksbury Memorial High School Theatre Company, Inc.	The Sound of Music	\$7700	\$2000
20	Tewksbury Public Library	TPL Playful Engineers	\$600	\$400
21	Tewksbury Public Library	TPL Pop Up Art School	\$375	\$375
22	Tewksbury Public Library	TPL - XPress VIBE: Hip Hop Xpression for Youth & Families	\$600	\$400
23	Tewksbury Public Library	TPL - Plant A Seed, Read with The Whalemobile	\$637	\$400

24	Tewksbury Public Library	20s & 30s: Apple Picking	\$450	\$400
25	Tewksbury Public Library	Library's 8th Annual Summer Concert Series	\$4500	\$2000
26	Tewksbury Public Library	Library's Art History ZOOM Series on ZOOM	\$3800	\$2000
27	Waterman, Jon	Live Music Making History Live	\$500	\$400
28	York, Matt	Matt York - Songs & Stories: Johnny Cash	\$550	\$400
			\$48198	\$18838

Process for award reimbursement in the coming year:

The process for reimbursement will start with reimbursement forms/requests being sent to Chair Christian Panasuk at her home address. She will review the requests, make sure all the appropriate information is there and rules are followed. She will enter her signature and arrange for the paperwork to be reviewed by Treasurer, Sarah Manchester, or another council member for the second review and signature. Next, the paperwork goes to the town financial office for Selectman approval and reimbursement.

The meeting was adjourned at 11:35am after a motion by Collin McNaught, second by Roslyn Impink, and by unanimous voice vote.

Respectfully Submitted,

by Christian Panasuk, Chair and acting Clerk

Accepted and Approved by all the present members of the council as of December 10, 2025, as authorized by Christian Panasuk, Chair.

Contact Information

2025-26 Chair: Christian Panasuk
(978)821-2335
250 Trull Road, Tewksbury MA 01876
cpanasuk222@comcast.net

2025-26 Treasurer: Sarah Manchester

(617)699-0089
143 Merrimack Meadow Lane, Tewksbury MA 01876
smanchvegas@gmail.com

A List of Documents of the Official Meeting Include:

- 28 Applications received and reviewed as part of the grant process
- Notice of the Public Meeting with the Agenda outlined
- Appendix A – Results of the Community Input Survey

These documents will be held for review at the residence of Christian Panasuk, noted above.

Appendix A –

**TEWKSBURY CULTURAL COUNCIL
COMMUNITY SURVEY
NOVEMBER 2025**

Public Relations Subcommittee

Mary Buonanno David Crisci Rosalyn Impink

Tewksbury Cultural Council Community Survey November 2025

EXECUTIVE SUMMARY

Introduction: This study reports the results of a community survey, detailing community awareness of the Tewksbury Cultural Council and its activities, as well as grant opportunities available for eligible community groups. The study will be presented in a report to the Tewksbury Cultural Council. This report will be used to develop new communication and community awareness methods for the council, as well as identify community priorities for local cultural funding.

Methods: The data were collected from a web survey disseminated through Town of Tewksbury web and social channels, as well as hyperlocal news sources including the Tewksbury Town Crier and Tewksbury Carnation.

Findings:

1. 73.4% of respondents have heard of the Tewksbury Cultural Council, but 51.02% of respondents know little to nothing about the council's activities. (n=49)

2. Social media (23%), grant recipient events/programming (21%), and local media (19%) were cited as top sources of knowledge of TCC, suggesting these are popular avenues of information that should be assessed for future awareness campaigns. (n=43)

3. 51% of respondents reported that they were not aware that community cultural groups can apply for grant funding through TCC. (n=49)
 4. 90% of respondents reported that they hear about community cultural events through social media. Other popular sources of news include the library and senior center (53%) and word of mouth (37%). (n=49)
 5. 45% of respondents named library cultural programs and events as important to maintain in the community. (n=31)
 6. When asked to rank projects for funding, local history and culture projects were given the highest priority. (n=49)
 7. Town of Tewksbury department-sponsored events were cited as top locations of cultural activity participation, including the Tewksbury Public Library (71%), Town of Tewksbury community events (61%), Tewksbury Senior Center (24%), and Tewksbury Public Schools (22%). (n=49)
 8. When asked to identify population segments that TCC should seek to impact through funding, respondents named families (82%), seniors (45%), and young professionals (29%). (n=49)
-
9. Respondents identified music (71%), instructional demos (65%), and performances/theater (57%) as top areas of cultural interest for their households. (n=49)
 10. The majority of respondents reported that they have a household member between the ages of 40-59 (51%) or 60-79 (57%). (n=49)

INTRODUCTION

This study reports the results of a community-wide survey, detailing resident awareness of the Tewksbury Cultural Council and its grantmaking activities, and to assess local priorities to help inform its decision making process for the 2025 grant cycle this fall.

The Massachusetts Cultural Council, a state agency, receives an annual appropriation from the state Legislature and funds from the National Endowment for the Arts, and others. In turn, the Massachusetts Cultural Council makes thousands of grants directly to cultural organizations, schools, communities, and individual artists, through funding programs that use arts, science, and the humanities to build strong, diverse, livable communities.

The Massachusetts Cultural Council annually disburses funds to Local Cultural Councils (LCC). All 351 cities and towns in Massachusetts have an LCC, made up of municipal appointed volunteers. LCCs are responsible for reviewing community applications and awarding grant funding based on local priorities.

LCCs are required to conduct a community input process at least once every three years. A community-wide survey is recommended to assess current priorities of the community to ensure that distribution of public dollars is having a maximum positive impact on the community. In December 2024, the Tewksbury Cultural Council formed the Public Relations subcommittee to develop and distribute a survey to gather community input, and to report on the results of the survey in one year. The survey was launched in the summer of 2025, and closed at the end of October 2025.

With limited funding available and uncertainty surrounding state financial support for programs in the near future, it is important for the council to ensure that grantmaking decisions take into account the community's needs and priorities for cultural programs.

The Tewksbury Cultural Council is made up of twenty-two community members who meet annually to allocate state funding for local projects. Residents interested in joining the Cultural Council may apply online at www.tewksbury-ma.gov

Tewksbury Cultural Council Community Survey, November 2025, Page 1

How Data Were Collected:

METHODS

Instrument Design: The survey used in this study was created in April 2025 by the Public Relations Subcommittee of the Tewksbury Cultural Council and launched in August. The primary objective of the survey was to collect information on general community awareness of the council and grant opportunities available to community groups. The survey consisted of ten questions (see Appendix I).

Data Collection Method: The survey, hosted by Google Forms, was published on the Town of Tewksbury website and Facebook page in August and was open through October. A link to the survey was published in the Tewksbury Town Crier (paper edition) and the Tewksbury Carnation.

Quality of Data

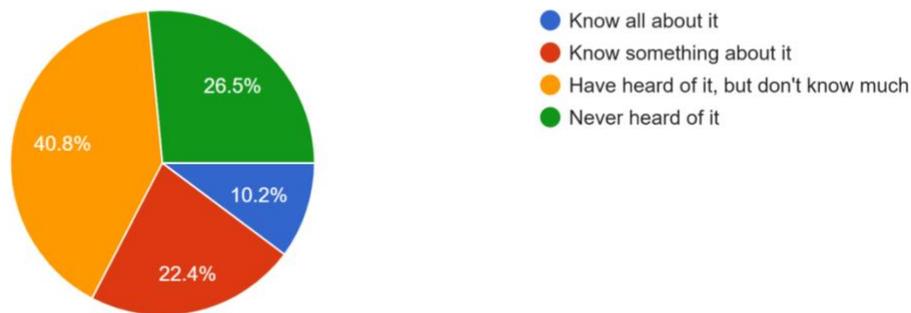
Representativeness: The number of surveys collected represents about 0.4% of Tewksbury's total households. The survey was only available digitally but was widely distributed through town communications and local media. Future surveys may wish to include a physical paper component at town locations, though collection and management may lend administrative burden to committee volunteers and town staff.

Accuracy: The survey was brief in length and questions were clear and concise. Data were exported directly from the survey program to preserve record-keeping accuracy. Open-ended responses were manually coded into categories. While some respondents circumvented answer limits on some questions, data were recorded for accuracy.

Tewksbury Cultural Council Community Survey, November 2025, Page 2

FINDINGS

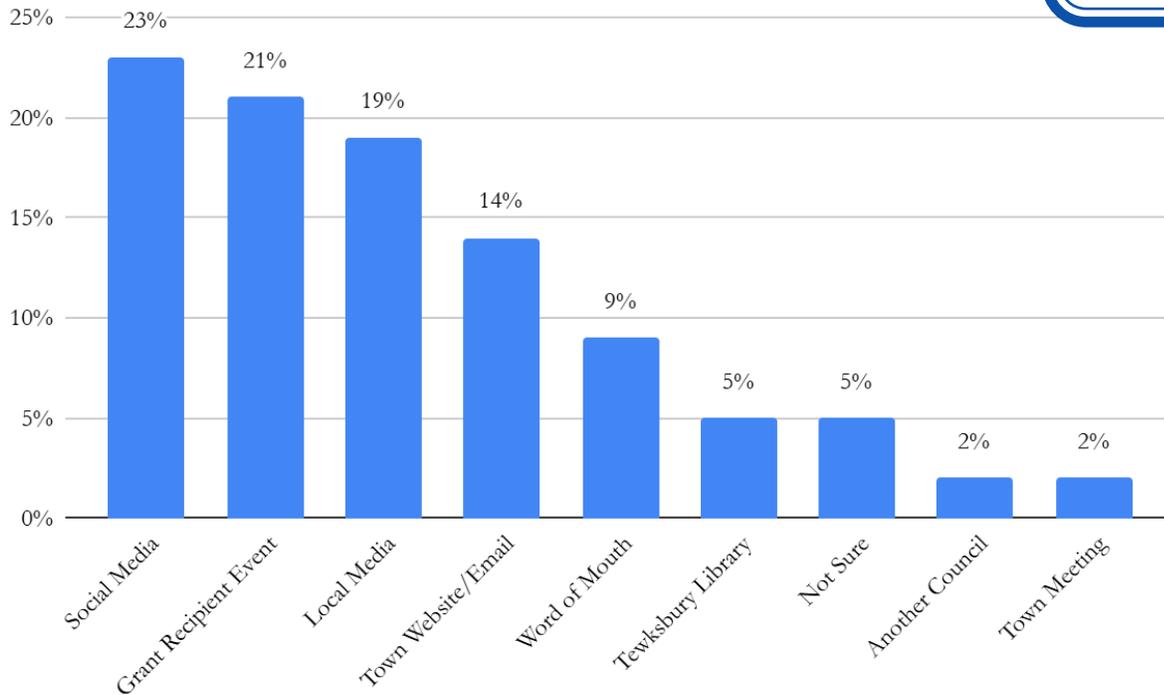
1. 73.4% of respondents have heard of the Tewksbury Cultural Council, but a plurality of respondents (40.8%) reported that they don't know much about it. (n=49)



Source: Data collected for Tewksbury Cultural Council, November 2025.

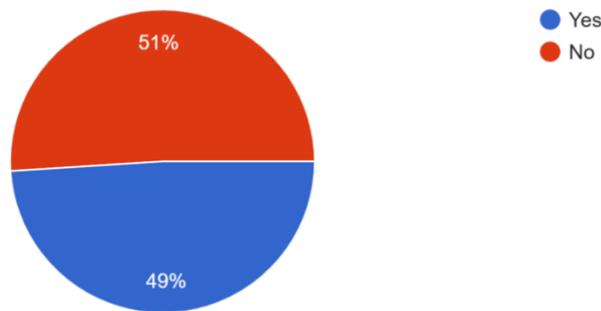
Tewksbury Cultural Council Community Survey, November 2025, Page 3

2. 23% of respondents reported hearing about the Tewksbury Cultural Council through social media, while 21% reported being aware of the council through planning or participating in programming supported by council grants. (n=43)



Source: Data collected for Tewksbury Cultural Council, November 2025.

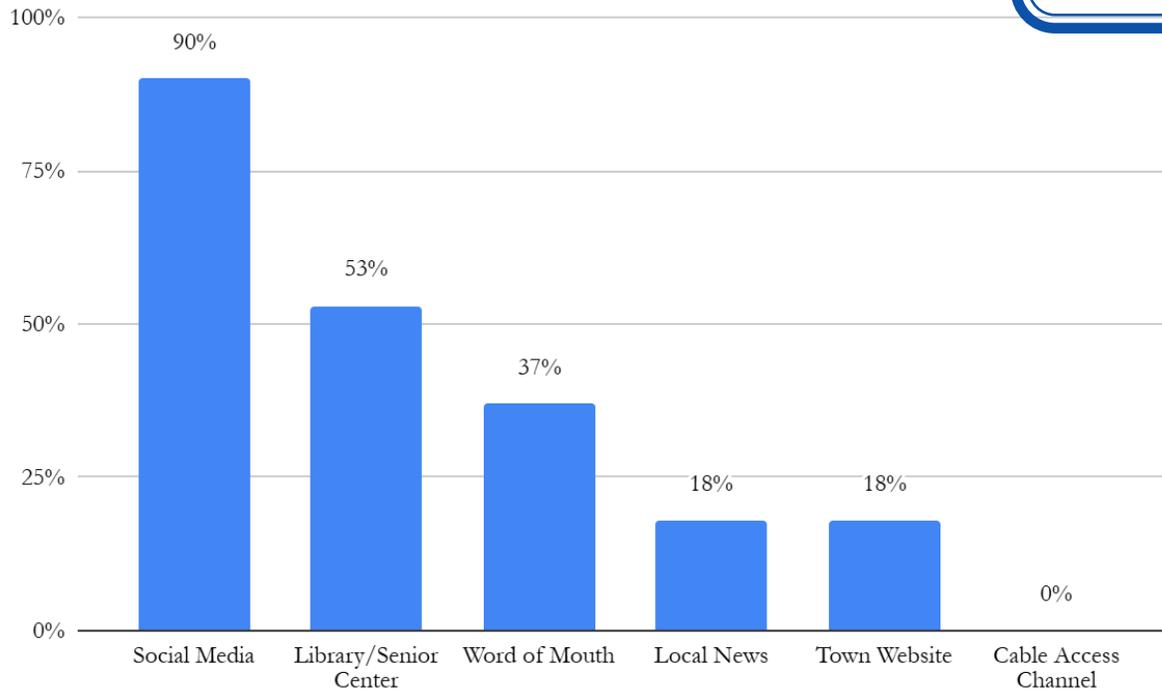
3. 51% of respondents reported that they are not aware that artists, school, and community groups can apply for grants from the Tewksbury Cultural Council. (n=49)



Source: Data collected for Tewksbury Cultural Council, November 2025
Tewksbury Cultural Council Community Survey, November 2025, Page 4

4. 90% of respondents reported hearing about community cultural activities through social media (n=49)

Source of Cultural Programming Awareness



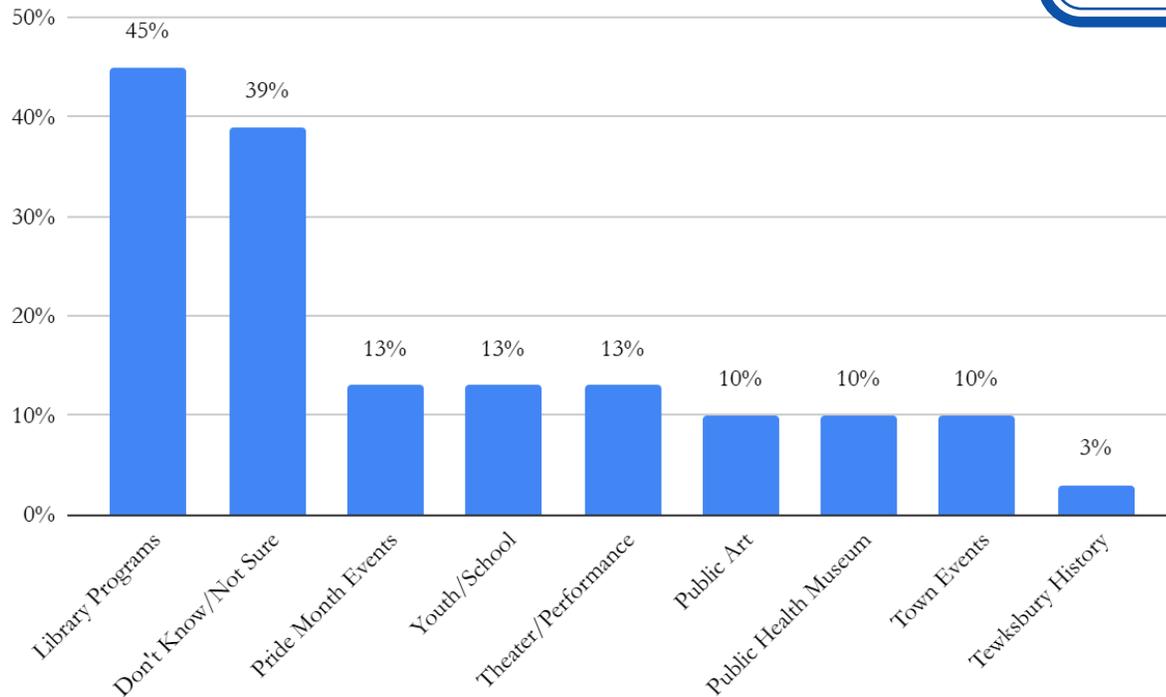
Source: Data collected for Tewksbury Cultural Council, November 2025.

Comment: Respondents were asked to select all applicable options; therefore, percentages total over 100%.

Tewksbury Cultural Council Community Survey, November 2025, Page 5

5. 45% of respondents named library programs and events as important to maintain in the community. (n=31)

Priorities for Continued Funding



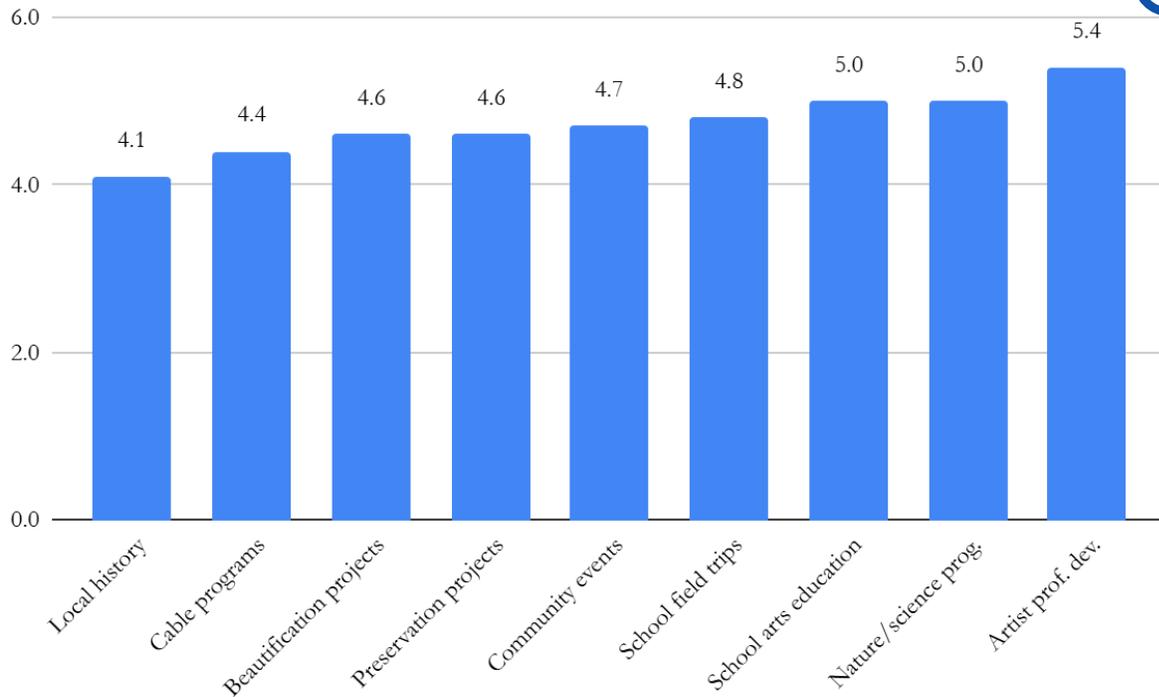
Source: Data collected for Tewksbury Cultural Council, November 2025.

Comment: Respondents were asked to select all applicable options; therefore, percentages total over 100%.

Tewksbury Cultural Council Community Survey, November 2025, Page 6

6. On average, respondents ranked projects celebrating local history and cultural diversity as a highest priority for council funding (n=49)

Average Ranked Priorities for Funding

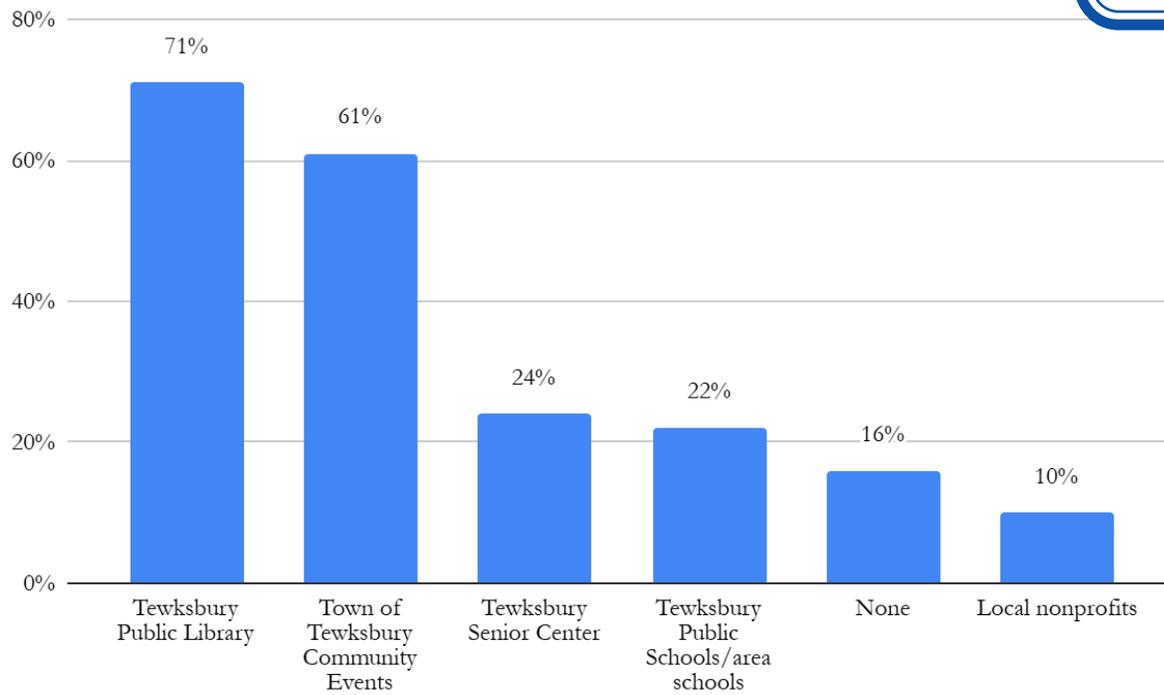


Source: Data collected for Tewksbury Cultural Council, November 2025.

Comment: Lower score represents higher priority ranking. See Appendix I for complete option descriptions.

Tewksbury Cultural Council Community Survey, November 2025, Page 7

7. 71% of respondents reported participating in Tewksbury Public Library events. (n=49) Location of Cultural Activity Participation



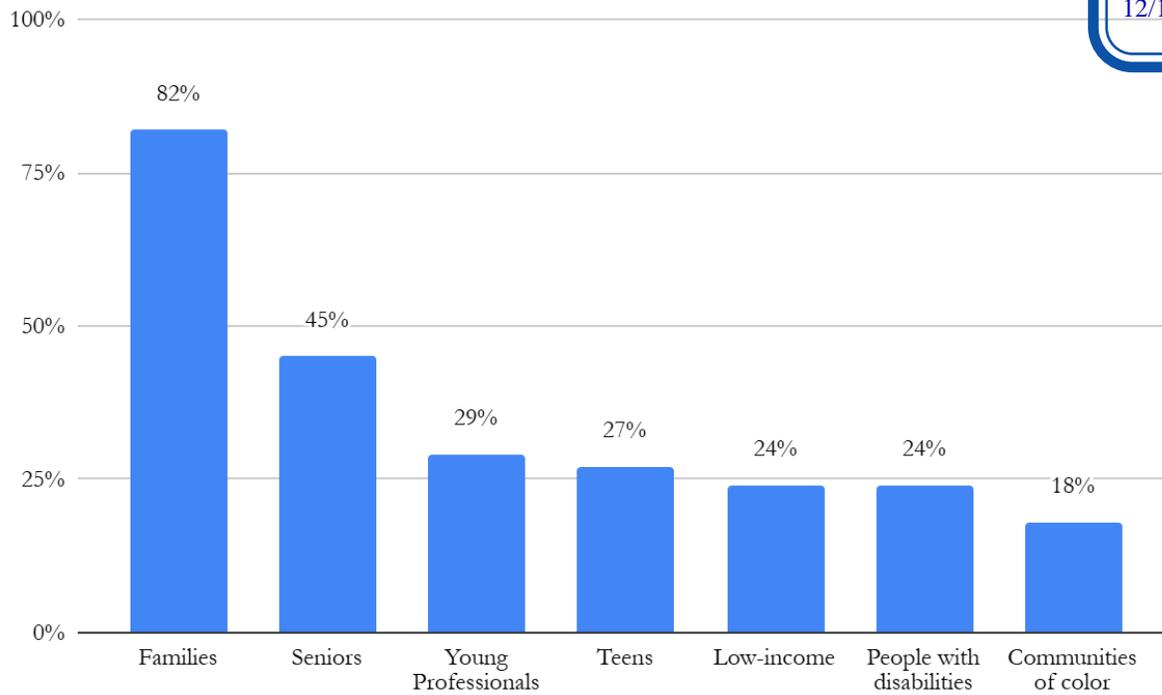
Source: Data collected for Tewksbury Cultural Council, November 2025.

Comment: Respondents were asked to select all applicable options; therefore, percentages total over 100%.

Tewksbury Cultural Council Community Survey, November 2025, Page 8

8. The top three population segments residents identified as an aim for the council to reach through public funding of cultural programs were families (82%), seniors (45%), and young professionals (29%). (n=49)

Funding Priority by Population

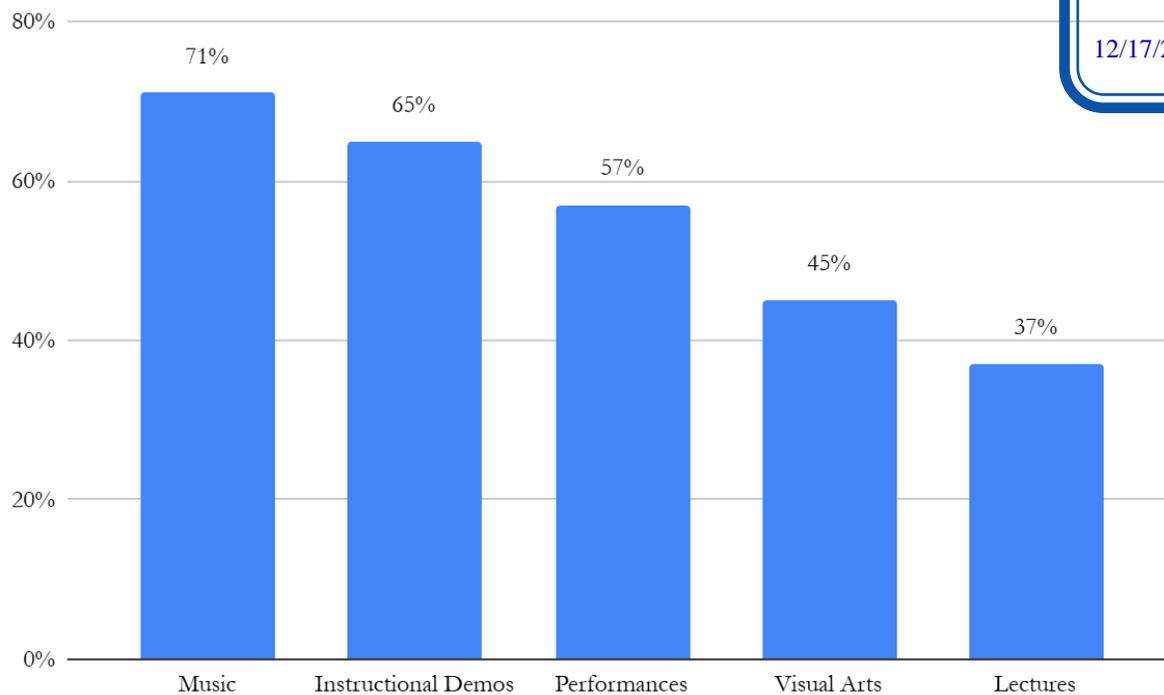


Source: Data collected for Tewksbury Cultural Council, November 2025.

Comment: Respondents were asked to select three options; therefore, percentages total over 100%.

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9. 71% of respondents identified music as programming of interest for their household. (n=49)
Programming Area of Interest



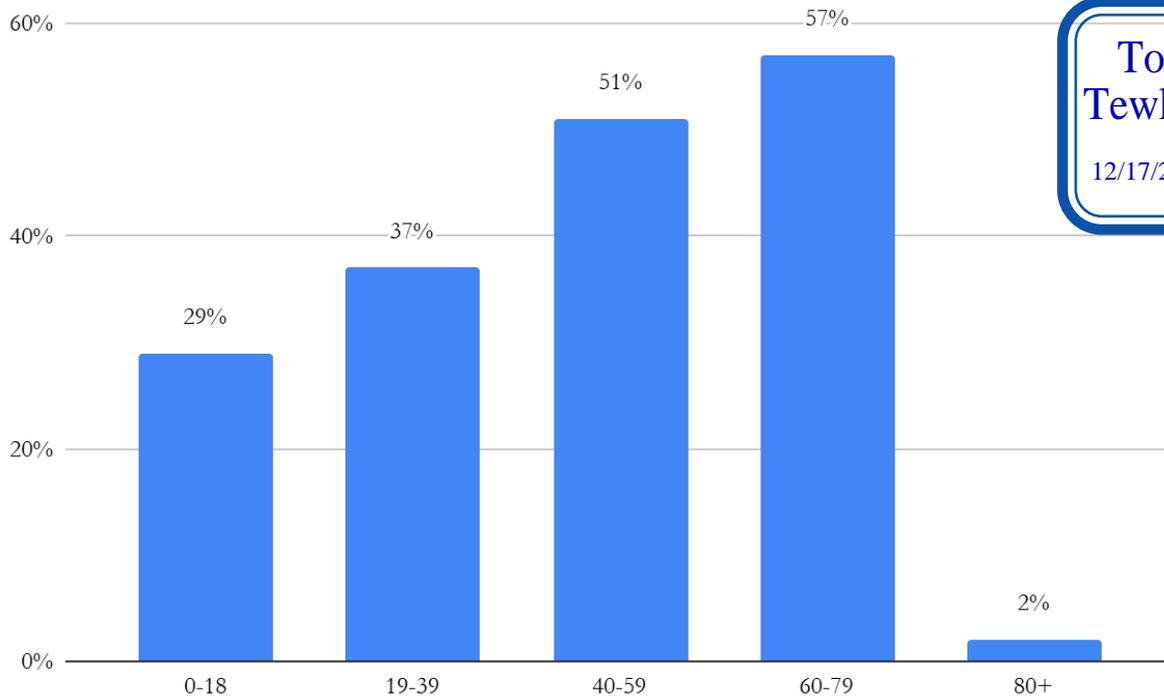
Source: Data collected for Tewksbury Cultural Council, November 2025.

Comment: Respondents were asked to select all applicable options; therefore, percentages total over 100%.

Tewksbury Cultural Council Community Survey, November 2025, Page 10

10. 57% of respondents reported that their household includes someone in the 60-79 age group. (n=49)

Age Groups Present in Household



**Town Clerk
Tewksbury, MA**
 12/17/2025, 8:01:53 AM

Source: Data collected for Tewksbury Cultural Council, November 2025.

Comment: Respondents were asked to select all applicable options; therefore, percentages total over 100%.

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APPENDICES Table of Contents

Appendix I Appendix II

Blank Survey Data Frequencies

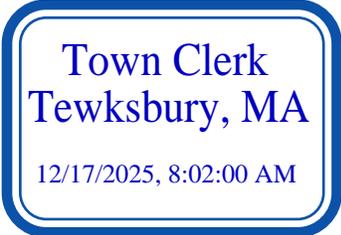
Tewksbury Cultural Council Community Survey, November 2025, Page 12

APPENDIX I

Blank Survey

1. What is your level of awareness of the Tewksbury Cultural Council and the projects we support?

- Know all about it
- Know something about it
- Have heard of it, but don't know much
- Never heard of it



2. How did you hear about TCC?

(open ended response)

3. Are you aware that artists, school, and community groups can apply for grants from the Tewksbury Cultural Council?

Yes No

4. How do you hear about cultural activities that interest you in the community? (select all that apply)

- Social media
- Local newspaper
- Town website
- Notices from the library/senior center
- Cable access channel
- Word of mouth

Tewksbury Cultural Council Community Survey, November 2025 Appendix I- 1

Other

5. What current arts and cultural programs or services in our community are you aware of and feel are important to maintain?

(open ended response)

6. What are the most important priorities that we should consider for funding? Please rank each priority once.

- Professional development of local artists through community projects
- Nature, science, and environmental education projects
- Arts education in schools
- Restoration or preservation projects

Community gatherings: festivals, concerts, plays
Field trips for students to museums or performances
Beautification projects

Projects celebrating local history, cultural diversity Local cable programming
7. Where do you participate in cultural activities? Tewksbury Public Library
Tewksbury Public Schools or other area schools Tewksbury Senior Center
Town of Tewksbury Community Events
Local nonprofits
None
Other

Tewksbury Cultural Council Community Survey, November 2025 Appendix I- 2

8. Is there a particular population segment we should aim to reach through public funding of cultural projects? Choose up to three.

Teens
Families
Seniors
Low-income
People with disabilities Communities of color Young professionals

9. What types of events most interest you or your household?

Music
Visual arts
Performances (drama, open mic, etc.)
Lectures (history, science, humanities)
Instructional demonstrations (how-to, DIY, etc.)
Other

10. What age groups are in your household? Select all that apply. 0-18

19-39
40-59
60-79
80+

Tewksbury Cultural Council Community Survey, November 2025 Appendix I- 3

APPENDIX II Data Frequencies

For any question that “n” does not equal 49 (full sample size), it is because respondents did not respond to that particular question or selected multiple options

1. What is your level of awareness of the Tewksbury Cultural Council and the projects we support? (n=49)

Have heard of it, but don't know much (41%) Never heard of it (27%)
Know something about it (22%)
Know all about it (10%)

2. How did you hear about the Tewksbury Cultural Council? (n=43)

Social media (23%)
TCC grant recipient event/program (21%) Local media (19%)
Town email/website (14%)
Word of mouth (9%)
Tewksbury Public Library (5%)
Not sure/don't remember (5%)
Another community council (2%)
Town meeting (2%)

3. Are you aware that artists, school, and community groups can apply for grants from the Tewksbury Cultural Council? (n=49)

Yes (49%)

Tewksbury Cultural Council Community Survey, November 2025 Appendix II- 1

No (51%)

4. How do you hear about cultural activities that interest you in the community? (select all that apply) (n=49)

Social media (90%)
Notices from the library/senior center (53%) Word of mouth (37%)
Local news (18%)
Town website (18%)
Cable access channel (0%)

5. What current arts and cultural programs or services in our community are you aware of and feel are important to maintain? (n=31)

Library programs/events (45%) Don't know/not sure (39%) Pride Month events (13%) Youth/school programs (13%) Theater/performing arts (13%) Public Health Museum (10%) Public art (10%)

Town events/town common programs (10%) History of Tewksbury (3%)

6. What are the most important priorities that we should consider for funding? Please rank each priority once. (n=49) (lower score represents higher priority ranking)

Projects celebrating local history, cultural diversity (4.1)

Tewksbury Cultural Council Community Survey, November 2025 Appendix II- 2

Local cable programming (4.4)

Beautification projects (4.6)

Restoration or preservation projects (4.6)

Community gatherings: festivals, concerts, plays (4.7) Field trips for students to museums or performances (4.8) Arts education in schools (5)

Professional development of local artists through community projects (5) Nature, science, and environmental education projects (5.4)

7. Where do you participate in cultural activities? (n=49)

Tewksbury Public Library (71%)

Town of Tewksbury Community Events (61%) Tewksbury Senior Center (24%)

Tewksbury Public Schools or other area schools (22%) None (16%)

Local nonprofits (10%)

8. Is there a particular population segment we should aim to reach through public funding of cultural projects? Choose up to three. (n=49)

Families (82%)

Seniors (45%)

Young professionals (29%) Teens (27%)

Low-income (24%)

Tewksbury Cultural Council Community Survey, November 2025 Appendix II- 3

People with disabilities (24%) Communities of color (18%)

9. What types of events most interest you or your household? (n=49)

Music (71%)

Instructional demonstrations (how-to, DIY, etc.) (65%) Performances (drama, open mic, etc.) (57%)

Visual arts (45%)

Lectures (history, science, humanities) (37%)

10. What age groups are in your household? Select all that apply. (n=49)

0-18 (29%) 19-39 (37%) 40-59 (51%) 60-79 (57%) 80+ (2%)

Tewksbury Cultural Council Community Survey, November 2025 Appendix II- 4