

# ANNUAL TOWN MEETING

2017  
WARRANT



## TOWN OF TEWKSBURY COMMONWEALTH OF MASSACHUSETTS

### Finance Committee Public Hearing

April 26, 2017 7:00 P.M.  
Town Hall

### Annual Town Meeting

May 1, 2017 7:30 P.M.  
Tewksbury Memorial High School

Town of Tewksbury Website: <http://www.tewksbury-ma.gov>

Facebook: Town of Tewksbury

Twitter: @TownofTewksbury

**TOWN MEETING GUIDELINES**

- \*\* Voters and Visitors shall have their identification ribbons conspicuously displayed.
- \*\* Visitors shall sit in the designated VISITORS SECTION unless they are assigned to a designated area.
- \*\* Standing at the doors or in the aisles inside the gymnasium or auditorium is prohibited.
- \*\* No one shall enter the gymnasium or auditorium while voting is in progress.
- \*\* Everyone shall be at a seat so as to allow the vote to be counted without hindrance.
- \*\* Collecting signatures upon petitions or nomination papers is prohibited in the building where the Town Meeting is being held.
- \*\* Food and beverages are not allowed in the gymnasium or auditorium as per order of the School Committee.
- \*\* Smoking is not allowed in the School Building or on School Property.
- \*\* To prevent active interference with the conduct of the Town Meeting, any person taping, videotaping or using any other means of sonic reproduction is assigned to the designated Press Table or the side aisle perimeters of the gymnasium or auditorium.

**This meeting is being held at a site which is physically accessible to persons with disabilities.**

**For further information please call 978-640-4355.**

**CART services need to be requested as early as possible, as CART providers often fill their schedule 2-3 months in advance. Other reasonable accommodations for disability related needs will be provided upon request.**

<b><u>Annual Town Meeting</u></b>	<b><u>Annual Town Meeting</u></b>	<b><u>Special Town Meeting</u></b>
MONDAY May 1, 2017 7:30 P.M.	WEDNESDAY May 3, 2017 7:30 P.M.	WEDNESDAY May 3, 2017 7 P.M.
<ul style="list-style-type: none"> <li>• Consent Calendar Articles</li> <li>• Annual Budget</li> <li>• Budget Related Articles</li> <li>• Personnel Bylaw Amendments</li> <li>• Town Bylaw Amendments</li> <li>• General Articles</li> </ul>	<ul style="list-style-type: none"> <li>• Zoning Bylaw Amendments</li> </ul>	

**FACEBOOK:** Library: [www.facebook.com/TewksburyLib](http://www.facebook.com/TewksburyLib)

Tewksbury Farmers Market: [www.facebook.com/pages/Tewksbury-Farmers-Market/1503117429909936](http://www.facebook.com/pages/Tewksbury-Farmers-Market/1503117429909936)

Town: [www.facebook.com/pages/Town-of-Tewksbury/393895750722817](http://www.facebook.com/pages/Town-of-Tewksbury/393895750722817)

**TWITTER:** Library: @TewksburyLib    Police: @TewksburyPD    Tewksbury Farmers Market: @FarmerMkt    Town: @TownofTewksbury

**WEBSITE:** Library's Website: [www.tewksburypl.org/Pages/index](http://www.tewksburypl.org/Pages/index)    Town's Website: [www.tewksbury-ma.gov](http://www.tewksbury-ma.gov)

Middlesex, s.s.

To any of the Constables of the Town of Tewksbury, in said County:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Tewksbury, qualified to vote in Town affairs, to meet and assemble at Tewksbury Memorial High School, 320 Pleasant Street, in said Tewksbury on Monday, May 1, 2017, at 7:30 p.m. to act on the following articles:

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**SECTION 1**

**ARTICLE 1**

To choose all necessary Town Officers, by ballot, One (1) member of the Board of Selectmen for three years; One (1) member of the School Committee for three years; One (1) member of the Planning Board for five years; One (1) member of the Board of Health for three years; One (1) member of the Board of Health for one year; Two (2) members of the Board of Library Trustees for three years; and One (1) Moderator for three years.

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**SECTION 2**

ARTICLE 2	Elected Official Salaries	Elected Official Salaries
ARTICLE 3	Consent Calendar	Consent Calendar
ARTICLE 4	Budget Related	Fiscal Year 2018 Budget
ARTICLE 5	Budget Related	Fiscal Year 2018 Sewer Enterprise Fund Budget
ARTICLE 6	Budget Related	Fiscal Year 2018 Water Enterprise Fund Budget
ARTICLE 7	Budget Related	Fiscal Year 2018 Cable TV Enterprise Fund Budget
ARTICLE 8	Budget Related	Transfer \$746,270 from the Stabilization Fund to fund New Vehicles and Equipment for the DPW, Fire, and Facilities and Grounds
ARTICLE 9	Budget Related	Transfer \$391,564 from the Stabilization Fund to fund New Vehicles, Equipment and Facility Improvements for the School Department
ARTICLE 10	Budget Related	Transfer \$850,000 from the Stabilization Fund for new Bleachers at Doucette Field at the Ryan School
ARTICLE 11	Budget Related	Transfer \$357,500 from Water Enterprise Fund Retained Earnings for Water System Improvements, Projects and Vehicles
ARTICLE 12	Budget Related	Transfer \$1,817,500 from Sewer Enterprise Fund Retained Earnings for Sewer System Improvements and Vehicle
ARTICLE 13	Budget Related	Transfer \$71,545.40 to reduce Town Exempt Debt Principal
ARTICLE 14	Budget Related	Transfer \$25,000 from Overlay Surplus to fund the Senior and Veterans' Tax Relief Work Program
ARTICLE 15	Budget Related	Authorize the Borrowing of \$15,000,000 to Design and Construct a New Center Fire Station
ARTICLE 16	Budget Related	Fiscal Year 2018 Affordable Housing Trust Fund Allocation Plan
ARTICLE 17	Budget Related	To Appropriate or Reserve from the Community Preservation Fund Annual Revenues
ARTICLE 18	Budget Related	To Appropriate and Transfer the Sum of \$115,000 from the Tewksbury Community Preservation Undesignated Reserve for Fencing at Frasca Field.

ARTICLE 19	Budget Related	To Appropriate and Transfer the Sum of \$35,000 from the Tewksbury Community Preservation Fund Open Space Reserve for demarcating Open Space
ARTICLE 20	Budget Related	To Appropriate and Transfer the Sum of \$50,000 from the Tewksbury Community Preservation Undesignated Reserve for a Consultant to Study the Reuse of the Ella Flemings School
ARTICLE 21	Budget Related	To Appropriate and Transfer the Sum of \$15,000 from the Tewksbury Community Preservation Fund Open Space Reserve for Trail Markers, Bridges, Directional Signs and Kiosks on Trails
ARTICLE 22	Budget Related	To Appropriate and Transfer the Sum of \$23,580 from the Tewksbury Community Preservation Fund Undesignated Reserve for Treating and Clearing at Long Pond
ARTICLE 23	Budget Related	To Appropriate and Transfer the Sum of \$300,000 from the Tewksbury Community Preservation Fund Undesignated Reserve for Restoring the Historical Cemetery on State Hospital Grounds between the Wynn Middle School and the Town's Recreational Fields
ARTICLE 24	Budget Related	Authorize the Sale of 97 Florence Avenue, Map 94, Parcel 102
ARTICLE 25	Budget Related	Transfer the Care, Custody, Management and Control of the Ella Fleming School from the School Committee and School Department to the Board of Selectmen
ARTICLE 26	Town Bylaw	Adopt a New General Bylaw of the Town by adding a New Section to Establish and Authorize Revolving Funds
ARTICLE 27	Town Bylaw	Amend General Bylaw Article III, Solicitors and Canvassers Section 12.04.110 License Application Requirements
ARTICLE 28	Town Bylaw	Amend Town Bylaws by Deleting 2.04.030 Posting Requirements for Town Meeting and replacing with new language

**SECTION 2**

**ARTICLE 2**

To see if the Town will vote to fix the salaries of several elected officials for the Fiscal Year 2018.

	<b><u>FY17</u></b> <b><u>Budgeted</u></b>	<b><u>FY18</u></b> <b><u>Requested</u></b>
<b><u>BOARD OF HEALTH</u></b>		
Chairman	405	405
Members (4)	315	315
<b><u>MODERATOR</u></b>		
	450	450
<b><u>PLANNING BOARD</u></b>		
Chairman	1080	1080
Members (4)	765	765
<b><u>SCHOOL COMMITTEE</u></b>		
Chairman	2700	2700
Members (4)	2250	2250
<b><u>SELECTMEN</u></b>		
Chairman	5400	5400
Members (4)	4500	4500

Town Manager

**Executive Summary:** The purpose of the article is to fix the salaries of certain elected Town officials.

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**ARTICLE 3**

The Moderator will call out the number of the Articles, one by one. If a voter objects to any particular Article being included in the Consent Calendar, he/she should say the word "HOLD" when the number is called. The Article is then removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner. After calling of the individual items in the Consent Calendar, the Moderator shall ask that the voters pass all the remaining items as a unit.

- ARTICLE 3-29      Accept the Annual Report
  - ARTICLE 3-30      Lease/Purchase Agreements
  - ARTICLE 3-31      Authorize Chapter 90 Funds
  - ARTICLE 3-32      Reauthorize Revolving Funds
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**ARTICLE 3-29**

To hear and act upon reports of the various Town Officers; or take any action relative thereto.

Town Manager

**Executive Summary:** The purpose of the article is to accept the report of various Town Officers; which are in the 2016 Town Report located on the Town's Website (<http://www.tewksbury-ma.gov/board-of-selectmen/pages/annual-town-reports>).

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**ARTICLE 3-30**

To see if the Town will vote to authorize the Town Manager to enter into Lease/Purchase Agreements up to five (5) years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations; or take any action relative thereto.

Town Manager

**Executive Summary:** This article is acted on annually and allows the Town Manager to lease/purchase equipment for various Town Departments subject to an annual appropriation.

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**ARTICLE 3-31**

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by the purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s) to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any other action relative thereto.

Town Manager

**Executive Summary:** Each year the state indicates the amount it will allot to cities and towns for roadwork under Chapter 90. This article authorizes the Town to spend these funds.

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**ARTICLE 3-32**

To see if the Town will vote to authorize the expenditure caps under the recently amended provisions of Chapter 44 Section 53E½ of the Massachusetts General Laws; or take any action relative thereto.

**TOWN OF TEWKSBURY  
FY2018 REVOLVING FUNDS EXPENDITURE CAPS**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>PURPOSE</b>	<b>AUTHORIZATION</b>	<b>EXPENDITURE</b>
Council on Aging	Council on Aging	Trips and Activities	Director, COA	\$200,000
Parks and Recreation	Parks and Recreation	Summer Program/Activities	Town Manager	\$200,000
Board of Health	Board of Health	Vaccines and Public Health Programs.	Health Director	\$10,000
Traffic Signage	Dept. of Public Works	Purchase, Manufacture and Installation of Street and Traffic Signage, Including Pavement Markings	Dept. of Public Works Superintendent	\$10,000
GIS	Community Development	Operate a Geographical Information System	Assistant Town Manager	\$75,000
Stormwater	Dept. of Public Works	Maintain Stormwater	Dept. of Public Works Superintendent	\$50,000
Records Preservation	Town Clerk	Preservation and Safe Keeping of Historic Records	Town Clerk	\$20,000
Solid Waste, Recycling and Household Hazardous Waste	Town Manager	Solid Waste, Recycling and Household Hazardous Waste Operations and Programs	Town Manager	\$200,000
Hydrant Markers	Town Manager	Reimbursement of Damaged Markers and Donations to Install Markers	Town Manager	\$20,000
Energy Efficiency of Town & School Buildings, equip. and infrastructure	Town Manager	Rebates, Grants and Donations Generated from Energy Efficiency Projects (Commonwealth, Public Utilities and others)	Town Manager	\$500,000

Town Manager

**Executive Summary:** This article authorizes the fiscal year 2018 expenditure caps on the Town's self-sufficient revolving fund accounts for the items listed above in the Town of Tewksbury. This article is in addition to the article which establishes the Revolving Funds through a General By-Law in accordance with recent changes to Massachusetts General Laws Chapter 44 Section 53E½ by the Act to Modernize Municipal Finance and Government.

## ARTICLE 4

To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees and officers for the fiscal year which begins July 1, 2017; or take any action relative thereto

General Fund Budget Classification	FY2016 EXPENDE	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>General Government</b>					
<b>Moderator</b>					
<i>Salaries</i>	450	450	450	450	-
<i>Operating</i>	20	75	75	75	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Moderator Budget</b>	<b>470</b>	<b>525</b>	<b>525</b>	<b>525</b>	<b>-</b>
<b>Selectmen</b>					
<i>Salaries</i>	26,775	26,567	26,709	26,709	142
<i>Operating</i>	144,579	144,950	125,829	125,829	(19,121)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Selectmen Budget</b>	<b>171,354</b>	<b>171,517</b>	<b>152,538</b>	<b>152,538</b>	<b>(18,979)</b>
<b>Town Manager</b>					
<i>Salaries</i>	293,513	387,340	414,102	414,102	26,762
Water Enterprise Fund Allocation	(7,891)	(8,099)	(8,099)	(8,099)	-
Sewer Enterprise Fund Allocation	(7,891)	(8,099)	(8,099)	(8,099)	-
<i>Total Salaries Net of Allocations</i>	277,731	371,142	397,904	397,904	26,762
<i>Operating</i>	7,609	4,520	4,970	4,970	450
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Town Manager Budget</b>	<b>301,122</b>	<b>391,860</b>	<b>419,072</b>	<b>419,072</b>	<b>27,212</b>
<b>Total Town Manager Budget Net Allocations</b>	<b>285,340</b>	<b>375,662</b>	<b>402,874</b>	<b>402,874</b>	<b>27,212</b>
<b>Finance Committee</b>					
<i>Salaries</i>	2,682	2,515	2,515	2,515	-
<i>Operating</i>	-	679	679	679	-
<i>Capital Outlay</i>	-	-	-	-	-
<i>Reserve Fund</i>	-	75,000	75,000	75,000	-
<b>Total Finance Committee Budget</b>	<b>2,682</b>	<b>78,194</b>	<b>78,194</b>	<b>78,194</b>	<b>-</b>
<b>Town Counsel</b>					
<i>Operating</i>	168,000	150,000	150,000	150,000	-
<b>Total Operating</b>	<b>168,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>
<b>Administrative Services</b>					
<i>Salaries</i>	61,751	77,050	82,169	82,169	5,119
Water Enterprise Fund Allocation	(880)	(992)	(1,110)	(1,110)	(118)
Sewer Enterprise Fund Allocation	(880)	(992)	(1,110)	(1,110)	(118)
<i>Total Salaries Net of Allocations</i>	59,991	75,066	79,949	79,949	4,883
<i>Operating</i>	35,077	22,655	25,940	25,940	3,285
Water Enterprise Fund Allocation	(226)	(226)	(329)	(329)	(103)
Sewer Enterprise Fund Allocation	(226)	(226)	(329)	(329)	(103)
<i>Total Operating Net of Allocations</i>	34,625	22,203	25,282	25,282	3,079
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Administrative Services Budget</b>	<b>96,828</b>	<b>99,705</b>	<b>108,109</b>	<b>108,109</b>	<b>8,404</b>
<b>Total Administrative Services Budget Net Allocations</b>	<b>94,616</b>	<b>97,269</b>	<b>105,231</b>	<b>105,231</b>	<b>7,962</b>

General Fund Budget Classification	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>Town Clerk</b>					
<i>Salaries</i>	220,790	228,431	238,397	238,397	9,966
<i>Operating</i>	12,437	16,360	17,531	17,531	1,171
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Town Clerk Budget</b>	<b>233,227</b>	<b>244,791</b>	<b>255,928</b>	<b>255,928</b>	<b>11,137</b>
<b>Election</b>					
<i>Salaries</i>	15,976	42,501	16,850	16,850	(25,651)
<i>Operating</i>	8,357	11,550	5,850	5,850	(5,700)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Election Budget</b>	<b>24,333</b>	<b>54,051</b>	<b>22,700</b>	<b>22,700</b>	<b>(31,351)</b>
<b>Board of Registrars</b>					
<i>Salaries</i>	2,850	2,850	2,850	2,850	-
<i>Operating</i>	519	700	700	700	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Board of Registrars Budget</b>	<b>3,369</b>	<b>3,550</b>	<b>3,550</b>	<b>3,550</b>	<b>-</b>
<b>Computer Services</b>					
<i>Salaries</i>	87,821	90,018	92,267	92,267	2,249
Water Enterprise Fund Allocation	(1,292)	(1,350)	(1,384)	(1,384)	(34)
Sewer Enterprise Fund Allocation	(1,292)	(1,350)	(1,384)	(1,384)	(34)
<i>Total Salaries Net of Allocations</i>	85,237	87,318	89,499	89,499	2,181
<i>Operating</i>	68,106	73,397	67,600	67,600	(5,797)
<i>Capital Outlay</i>	45,609	18,000	8,000	8,000	(10,000)
<b>Total Computer Services Budget</b>	<b>201,536</b>	<b>181,415</b>	<b>167,867</b>	<b>167,867</b>	<b>(13,548)</b>
<b>Total Computer Services Budget Net Allocations</b>	<b>198,952</b>	<b>178,715</b>	<b>165,099</b>	<b>165,099</b>	<b>(13,616)</b>
<b>Total General Government</b>	<b>1,202,922</b>	<b>1,375,608</b>	<b>1,358,483</b>	<b>1,358,483</b>	<b>(17,125)</b>
<b>Total General Government Net Allocations</b>	<b>1,182,344</b>	<b>1,354,274</b>	<b>1,336,639</b>	<b>1,336,639</b>	<b>(17,635)</b>
<b>Finance Department</b>					
<b>Accounting</b>					
<i>Salaries</i>	209,532	223,053	231,225	231,225	8,172
Water Enterprise Fund Allocation	(5,329)	(5,506)	(5,711)	(5,711)	(205)
Sewer Enterprise Fund Allocation	(5,329)	(5,506)	(5,711)	(5,711)	(205)
<i>Total Salaries Net of Allocations</i>	198,874	212,041	219,803	219,803	7,762
<i>Operating</i>	175,077	176,153	173,155	173,155	(2,998)
Water Enterprise Fund Allocation	(4,333)	(4,404)	(4,329)	(4,329)	75
Sewer Enterprise Fund Allocation	(4,333)	(4,404)	(4,329)	(4,329)	75
<i>Total Operating Net of Allocations</i>	166,411	167,345	164,497	164,497	(2,848)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Accounting Budget</b>	<b>384,610</b>	<b>399,206</b>	<b>404,380</b>	<b>404,380</b>	<b>5,174</b>
<b>Total Accounting Budget</b>	<b>365,286</b>	<b>379,386</b>	<b>384,300</b>	<b>384,300</b>	<b>4,914</b>

General Fund Budget Classification	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>Assessor</b>					
Salaries	188,173	200,792	228,141	228,141	27,349
Operating	44,592	54,800	52,665	52,665	(2,135)
Capital Outlay	-	-	-	-	-
<b>Total Assessor Budget</b>	<b>232,766</b>	<b>255,592</b>	<b>280,806</b>	<b>280,806</b>	<b>25,214</b>
<b>Treasurer/Collector</b>					
Salaries	344,089	369,889	365,018	365,018	(4,871)
Water Enterprise Fund Allocation	(23,216)	(24,094)	(25,314)	(25,314)	(1,220)
Sewer Enterprise Fund Allocation	(23,216)	(24,094)	(25,314)	(25,314)	(1,220)
Total Salaries Net of Allocations	297,657	321,701	314,390	314,390	(7,311)
Operating	120,898	87,146	87,530	87,530	384
Water Enterprise Fund Allocation	(16,493)	(8,715)	(8,753)	(8,753)	(38)
Sewer Enterprise Fund Allocation	(16,493)	(8,715)	(8,753)	(8,753)	(38)
Total Operating Net of Allocations	87,912	69,716	70,024	70,024	308
Capital Outlay	-	-	12,145	12,145	12,145
<b>Total Treasurer/Collector Budget</b>	<b>464,988</b>	<b>457,035</b>	<b>464,693</b>	<b>464,693</b>	<b>7,658</b>
<b>Total Treasurer/Collector Budget Net Allocations</b>	<b>385,570</b>	<b>391,417</b>	<b>396,559</b>	<b>396,559</b>	<b>5,142</b>
<b>Total Finance Department</b>	<b>1,082,363</b>	<b>1,111,833</b>	<b>1,149,879</b>	<b>1,149,879</b>	<b>38,045</b>
<b>Total Finance Department Net Allocations</b>	<b>983,621</b>	<b>1,026,395</b>	<b>1,061,665</b>	<b>1,061,665</b>	<b>35,269</b>
<b>Community Services</b>					
<b>Cable Television</b>					
Salaries	-	2,160	-	-	(2,160)
Operating	-	969	-	-	(969)
Capital Outlay	-	-	-	-	-
<b>Total Cable Television Budget</b>	<b>-</b>	<b>3,129</b>	<b>-</b>	<b>-</b>	<b>(3,129)</b>
<b>Veteran's Services</b>					
Salaries	48,984	52,025	54,619	54,619	2,594
Operating	388,949	378,465	379,755	379,755	1,290
Capital Outlay	-	-	-	-	-
<b>Total Veteran's Budget</b>	<b>437,933</b>	<b>430,490</b>	<b>434,374</b>	<b>434,374</b>	<b>3,884</b>
<b>Community Events</b>					
Operating	15,511	26,100	26,100	26,100	-
Capital Outlay	-	-	-	-	-
<b>Total Community Events Budget</b>	<b>15,511</b>	<b>26,100</b>	<b>26,100</b>	<b>26,100</b>	<b>-</b>
<b>Total Community Services</b>	<b>453,444</b>	<b>459,719</b>	<b>460,474</b>	<b>460,474</b>	<b>755</b>

General Fund Budget Classification	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>Council on Aging</b>					
Salaries	170,371	201,920	248,271	248,271	46,351
Operating	118,643	127,678	122,515	122,515	(5,163)
Capital Outlay	-	-	-	-	-
<b>Total Council on Aging Budget</b>	<b>289,015</b>	<b>329,598</b>	<b>370,786</b>	<b>370,786</b>	<b>41,188</b>
<b>Facilities</b>					
<b>Town Facilities and Grounds</b>					
Salaries	84,103	115,538	205,965	205,965	90,426
Operating	61,166	65,760	80,129	80,129	14,369
Capital Outlay	-	16,500	-	-	(16,500)
<b>Total Town Facilities and Grounds Budget</b>	<b>145,269</b>	<b>197,798</b>	<b>286,094</b>	<b>286,094</b>	<b>88,295</b>
<b>Town Hall</b>					
Salaries	47,349	46,555	49,318	49,318	2,763
Operating	79,794	90,002	161,775	161,775	71,773
Capital Outlay	-	-	-	-	-
<b>Total Town Hall Budget</b>	<b>127,143</b>	<b>136,557</b>	<b>211,093</b>	<b>211,093</b>	<b>74,536</b>
<b>Auxiliary Buildings</b>					
Operating	27,047	7,400	-	-	(7,400)
Capital Outlay	-	-	-	-	-
<b>Total Auxiliary Buildings Budget</b>	<b>27,047</b>	<b>7,400</b>	<b>-</b>	<b>-</b>	<b>(7,400)</b>
<b>Cemeteries</b>					
Operating	4,500	3,000	3,000	3,000	-
Capital Outlay	-	-	-	-	-
<b>Total Cemeteries Budget</b>	<b>4,500</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>
<b>Total Facilities</b>	<b>303,959</b>	<b>344,755</b>	<b>500,187</b>	<b>500,187</b>	<b>155,432</b>
<b>Library</b>					
Salaries	740,216	827,896	931,393	931,393	103,497
Operating	267,148	291,004	324,429	324,429	33,425
Capital Outlay	21,051	10,000	-	-	(10,000)
<b>Total Library Budget</b>	<b>1,028,415</b>	<b>1,128,900</b>	<b>1,255,822</b>	<b>1,255,822</b>	<b>126,922</b>

General Fund Budget Classification	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>Planning and Development</b>					
<b>Planning (Community Development)</b>					
<i>Salaries</i>	243,046	313,408	193,731	193,731	(119,677)
<i>Operating</i>	100,223	27,560	27,555	27,555	(5)
<i>Capital Outlay</i>	-	10,880	-	-	(10,880)
<b>Total Community Development Budget</b>	<b>343,269</b>	<b>351,848</b>	<b>221,286</b>	<b>221,286</b>	<b>(130,562)</b>
<b>Building Department</b>					
<i>Salaries</i>	248,942	292,534	312,868	312,868	20,334
Water Enterprise Fund Allocation	-	-	-	-	-
Sewer Enterprise Fund Allocation	-	-	-	-	-
<i>Total Salaries Net of Allocations</i>	248,942	292,534	312,868	312,868	20,334
<i>Operating</i>	8,661	5,930	7,480	7,480	1,550
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Building Department Budget</b>	<b>257,603</b>	<b>298,464</b>	<b>320,348</b>	<b>320,348</b>	<b>21,884</b>
<b>Total Building Department Budget Net Allocations</b>	<b>257,603</b>	<b>298,464</b>	<b>320,348</b>	<b>320,348</b>	<b>21,884</b>
<b>Board of Health</b>					
<i>Salaries</i>	218,972	227,051	241,286	241,286	14,235
<i>Operating</i>	10,527	10,495	20,995	20,995	10,500
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Board of Health Budget</b>	<b>229,500</b>	<b>237,546</b>	<b>262,281</b>	<b>262,281</b>	<b>24,735</b>
<b>Total Planning and Development</b>	<b>830,371</b>	<b>887,857</b>	<b>803,914</b>	<b>803,914</b>	<b>(83,943)</b>
<b>Total Planning and Development Net Allocations</b>	<b>830,371</b>	<b>887,857</b>	<b>803,914</b>	<b>803,914</b>	<b>(83,943)</b>
<b>Public Safety</b>					
<b>Police</b>					
<i>Salaries</i>	5,868,700	6,124,577	6,419,073	6,385,835	261,258
<i>Operating</i>	502,563	532,844	565,271	565,271	32,427
<i>Capital Outlay</i>	210,510	356,773	286,290	286,290	(70,483)
<b>Total Police Budget</b>	<b>6,581,773</b>	<b>7,014,194</b>	<b>7,270,634</b>	<b>7,237,396</b>	<b>223,202</b>
<b>Fire</b>					
<i>Salaries</i>	4,520,860	4,906,533	5,008,062	5,008,062	101,529
<i>Operating</i>	324,437	368,305	358,621	358,621	(9,684)
<i>Capital Outlay</i>	-	72,252	-	-	(72,252)
<b>Total Fire Budget</b>	<b>4,845,297</b>	<b>5,347,090</b>	<b>5,366,683</b>	<b>5,366,683</b>	<b>19,593</b>
<b>Emergency Management</b>					
<i>Salaries</i>	-	4,637	4,637	4,637	-
<i>Operating</i>	34,635	29,290	28,890	28,890	(400)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Emergency Mgt. Budget</b>	<b>34,635</b>	<b>33,927</b>	<b>33,527</b>	<b>33,527</b>	<b>(400)</b>
<b>Parking Clerk</b>					
<i>Salaries</i>	4,000	4,000	4,000	4,000	-
<i>Operating</i>	1,404	1,200	1,200	1,200	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Parking Clerk Budget</b>	<b>5,404</b>	<b>5,200</b>	<b>5,200</b>	<b>5,200</b>	<b>-</b>
<b>Total Public Safety Budget</b>	<b>11,467,108</b>	<b>12,400,411</b>	<b>12,676,044</b>	<b>12,642,806</b>	<b>242,395</b>

General Fund Budget Classification	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>School Departments</b>					
<b>Tewksbury</b>					
Salaries	28,181,892	30,392,622	31,943,421	31,943,421	1,550,799
Operating	12,471,203	12,639,955	12,759,581	12,759,581	119,626
Capital Outlay	199,964	250,000	250,000	250,000	-
<b>Total School Operating Budget</b>	<b>40,853,059</b>	<b>43,282,577</b>	<b>44,953,002</b>	<b>44,953,002</b>	<b>1,670,425</b>
Offsets	-	-	-	-	-
<b>Net School Operating Budget</b>	<b>40,853,059</b>	<b>43,282,577</b>	<b>44,953,002</b>	<b>44,953,002</b>	<b>1,670,425</b>
<b>Fixed Costs</b>					
Health	8,201,381	8,245,915	8,039,223	8,039,223	(206,692)
Retirement	1,102,138	1,171,188	1,309,767	1,309,767	138,579
Medicare	415,016	393,056	451,000	451,000	57,944
Unemployment	65,660	75,000	75,000	75,000	-
Insurance	156,736	187,944	197,341	197,341	9,397
Principal	10,955	5,925	5,895	5,895	(30)
Long Term Interest	522	278	110	110	(169)
Short Term Interest	-	-	-	-	-
<b>Total Fixed Costs</b>	<b>9,952,408</b>	<b>10,079,306</b>	<b>10,078,335</b>	<b>10,078,335</b>	<b>(971)</b>
<b>Town Tewksbury School Budget</b>	<b>50,805,467</b>	<b>53,361,883</b>	<b>55,031,337</b>	<b>55,031,337</b>	<b>1,669,454</b>
<b>Exempt School Debt Principal</b>	<b>2,132,625</b>	<b>2,123,815</b>	<b>2,115,000</b>	<b>2,115,000</b>	<b>(8,815)</b>
<b>Exempt School Exempt Interest</b>	<b>1,078,771</b>	<b>1,020,271</b>	<b>956,245</b>	<b>956,245</b>	<b>(64,026)</b>
<b>Shawsheen Regional Vocational School</b>	<b>5,671,070</b>	<b>5,646,988</b>	<b>5,566,567</b>	<b>5,566,567</b>	<b>(80,421)</b>
<b>Essex North Shore Agricultural and Tech. School District</b>	<b>124,086</b>	<b>140,039</b>	<b>76,384</b>	<b>76,384</b>	<b>(63,655)</b>
<b>Total School Departments</b>	<b>59,812,018</b>	<b>62,292,996</b>	<b>63,745,534</b>	<b>63,745,534</b>	<b>1,452,538</b>
<b>Department of Public Works</b>					
<b>DPW Administration</b>					
<i>Salaries</i>	308,283	338,408	370,662	370,662	32,254
Water Enterprise Fund Allocation	(71,845)	(76,692)	(59,643)	(59,643)	17,049
Sewer Enterprise Fund Allocation	(71,845)	(76,692)	(59,643)	(59,643)	17,049
<i>Total Salaries Net of Allocations</i>	<i>164,593</i>	<i>185,024</i>	<i>251,376</i>	<i>251,376</i>	<i>66,352</i>
<i>Operating</i>	148,471	132,530	116,945	116,945	(15,585)
Water Enterprise Fund Allocation	(31,218)	(32,008)	(29,236)	(29,236)	2,772
Sewer Enterprise Fund Allocation	(31,218)	(32,008)	(29,236)	(29,236)	2,772
<i>Total Operating Net of Allocations</i>	<i>86,035</i>	<i>68,514</i>	<i>58,473</i>	<i>58,473</i>	<i>(10,041)</i>
<i>Capital Outlay</i>	-	30,000	-	-	(30,000)
<b>Total DPW Administration Budget</b>	<b>456,754</b>	<b>500,938</b>	<b>487,607</b>	<b>487,607</b>	<b>(13,331)</b>
<b>Total DPW Administration Budget Net Allocations</b>	<b>250,628</b>	<b>283,538</b>	<b>309,849</b>	<b>309,849</b>	<b>26,311</b>
<b>DPW Engineering</b>					
<i>Salaries</i>	341,540	416,384	435,024	435,024	18,640
Water Enterprise Fund Allocation	(123,643)	(141,153)	(150,177)	(150,177)	(9,024)
Sewer Enterprise Fund Allocation	(117,349)	(132,791)	(141,753)	(141,753)	(8,962)
<i>Total Salaries Net of Allocations</i>	<i>100,548</i>	<i>142,440</i>	<i>143,094</i>	<i>143,094</i>	<i>654</i>
<i>Operating</i>	32,750	26,665	30,940	30,940	4,275
Water Enterprise Fund Allocation	(7,629)	(8,469)	(12,995)	(12,995)	(4,526)
Sewer Enterprise Fund Allocation	(6,176)	(6,856)	(10,520)	(10,520)	(3,664)
<i>Total Operating Net of Allocations</i>	<i>18,945</i>	<i>11,340</i>	<i>7,425</i>	<i>7,425</i>	<i>(3,915)</i>
<i>Capital Outlay</i>	-	20,000	-	-	-
<b>Total DPW Engineering Budget</b>	<b>374,290</b>	<b>463,049</b>	<b>465,964</b>	<b>465,964</b>	<b>2,915</b>
<b>Total DPW Engineering Budget Net Allocations</b>	<b>119,493</b>	<b>173,780</b>	<b>150,519</b>	<b>150,519</b>	<b>(23,261)</b>

General Fund Budget Classification	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>DPW Highway</b>					
<i>Salaries</i>	517,178	690,141	730,246	730,246	40,105
<i>Operating</i>	232,980	206,925	241,325	241,325	34,400
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Highway Budget</b>	<b>750,158</b>	<b>897,066</b>	<b>971,571</b>	<b>971,571</b>	<b>74,505</b>
<b>DPW Forestry</b>					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	63,899	59,700	65,100	65,100	5,400
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Forestry Budget</b>	<b>63,899</b>	<b>59,700</b>	<b>65,100</b>	<b>65,100</b>	<b>5,400</b>
<b>DPW Fleet Maintenance</b>					
<i>Salaries</i>	256,972	275,730	264,695	264,695	-
Water Enterprise Fund Allocation	(33,200)	(33,814)	(32,828)	(32,828)	-
Sewer Enterprise Fund Allocation	(33,200)	(33,814)	(32,828)	(32,828)	-
<i>Total Salaries Net of Allocations</i>	190,572	208,102	199,039	199,039	-
<i>Operating</i>	431,377	449,500	459,100	459,100	9,600
Water Enterprise Fund Allocation	(37,051)	(40,600)	(41,920)	(41,920)	(1,320)
Sewer Enterprise Fund Allocation	(37,051)	(40,600)	(41,920)	(41,920)	(1,320)
<i>Total Operating Net of Allocations</i>	357,275	368,300	375,260	375,260	6,960
<i>Capital Outlay</i>	132,000	37,000	13,500	13,500	(23,500)
Water Enterprise Fund Allocation	-	-	-	-	-
Sewer Enterprise Fund Allocation	-	-	-	-	-
<i>Total Capital Outlay Net of Allocations</i>	132,000	37,000	13,500	13,500	(23,500)
<b>Total DPW Fleet Maint, Budget</b>	<b>820,350</b>	<b>762,230</b>	<b>737,295</b>	<b>737,295</b>	<b>(13,900)</b>
<b>Total DPW Fleet Maint, Budget Net Allocations</b>	<b>679,848</b>	<b>613,402</b>	<b>587,799</b>	<b>587,799</b>	<b>(16,540)</b>
<b>DPW Snow and Ice</b>					
<i>Salaries</i>	61,429	95,000	95,000	95,000	-
<i>Operating</i>	345,160	161,000	161,000	161,000	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Snow and Ice Budget</b>	<b>406,589</b>	<b>256,000</b>	<b>256,000</b>	<b>256,000</b>	<b>-</b>
<b>Street Lighting</b>					
<i>Operating</i>	183,890	160,000	180,000	180,000	20,000
<b>Total Street Lighting Budget</b>	<b>183,890</b>	<b>160,000</b>	<b>180,000</b>	<b>180,000</b>	<b>20,000</b>
<b>Solid Waste</b>					
<i>Operating</i>	2,417,969	2,381,597	2,218,191	2,218,191	(163,406)
<b>Total Solid Waste Budget</b>	<b>2,417,969</b>	<b>2,381,597</b>	<b>2,218,191</b>	<b>2,218,191</b>	<b>(163,406)</b>
<b>Total DPW Budget</b>	<b>5,473,898</b>	<b>5,480,578</b>	<b>5,381,728</b>	<b>5,381,728</b>	<b>(87,816)</b>
<b>Total DPW Budget Net Allocations</b>	<b>4,872,473</b>	<b>4,825,081</b>	<b>4,739,029</b>	<b>4,739,029</b>	<b>(76,990)</b>

General Fund Budget Classification	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	BUDGET INC/DEC
<b>Unclassified</b>					
Non-Exempt Principal Maturing Debt	84,975	79,330	273,685	273,685	194,355
Non Exempt Interest-Maturing Debt	8,990	6,665	127,050	127,050	120,385
Interest-Temporary Loans	375	1,000	-	-	(1,000)
Exempt Principal Maturing Debt	2,960,043	3,540,343	2,531,338	2,531,338	(1,009,006)
Exempt Interest-Maturing Debt	1,814,978	1,712,901	2,070,831	2,070,831	357,930
<i>Middlesex Retirement Assmt.</i>	5,484,198	5,822,653	6,194,882	6,194,882	372,229
Water Enterprise Fund Allocation	(315,432)	(315,432)	(332,651)	(332,651)	(17,219)
Sewer Enterprise Fund Allocation	(78,201)	(71,084)	(73,974)	(73,974)	(2,890)
<i>Total Retirement</i>	5,090,565	5,436,137	5,788,257	5,788,257	352,120
Occupational Injury Reserve	80,347	125,000	125,000	125,000	-
Unemployment Compensation	19,769	15,000	15,000	15,000	-
<i>Group Insurance</i>	5,009,080	4,914,245	4,908,425	4,908,425	(5,820)
Water Allocation	(267,315)	(281,440)	(288,819)	(288,819)	(7,379)
Sewer Allocation	(66,115)	(92,120)	(113,156)	(113,156)	(21,036)
<i>Total Group Insurance</i>	4,675,650	4,540,685	4,506,450	4,506,450	(34,235)
<i>Medicare Tax</i>	240,875	204,397	256,000	256,000	51,603
Water Enterprise Fund Allocation	(15,514)	(16,363)	(19,053)	(19,053)	(2,690)
Sewer Enterprise Fund Allocation	(4,924)	(5,698)	(5,092)	(5,092)	606
<i>Total Medicare Tax</i>	220,437	182,336	231,855	231,855	49,519
<i>Fire and Liability Insurance</i>	271,644	414,557	435,285	435,285	20,728
Water Enterprise Fund Allocation	-	(55,151)	(57,909)	(57,909)	(2,758)
Water Enterprise Fund Allocation	-	(9,485)	(9,960)	(9,960)	(475)
<i>Total Fire and Liability</i>	271,644	349,921	367,416	367,416	17,495
<b>Total Unclassified Budget</b>	<b>15,975,274</b>	<b>16,836,091</b>	<b>16,937,495</b>	<b>16,937,495</b>	<b>101,404</b>
<b>Total Unclassified Budget Net Allocations</b>	<b>15,227,773</b>	<b>15,989,318</b>	<b>16,036,881</b>	<b>16,036,881</b>	<b>50,796</b>
<b>Total Budget Before Transfers, Allocations and Offsets</b>	<b>97,918,787</b>	<b>102,648,349</b>	<b>104,640,345</b>	<b>104,607,107</b>	<b>1,958,759</b>
<b>Total Budget Before Transfers Net Allocations/Offsets</b>	<b>96,450,541</b>	<b>101,039,307</b>	<b>102,986,974</b>	<b>102,953,736</b>	<b>1,914,430</b>
<b>Transfers</b>					
To the Sewer Enterprise Fund	253,724	248,775	48,429	48,429	(200,346)
To the Water Enterprise Fund	-	-	-	-	-
Special Revenue	-	-	-	-	-
Town Trust Funds	-	-	-	-	-
<b>Total Transfers</b>	<b>253,724</b>	<b>248,775</b>	<b>48,429</b>	<b>48,429</b>	<b>(200,346)</b>
<b>ATM General Fund Budget</b>	<b>96,704,266</b>	<b>101,288,081</b>	<b>103,035,403</b>	<b>103,002,165</b>	<b>1,714,084</b>

Town Manager

**Executive Summary:** The purpose of the Article is to fund various department budgets for Fiscal Year 2018

**ARTICLE 5**

To see if the Town will vote to raise and appropriate a sum of money to be expended by the Town Manager to operate the Sewer Enterprise Fund; or take any other action relative thereto.

**TOWN OF TEWKSBURY  
SEWER ENTERPRISE FUND**

**FISCAL YEAR 2018 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY16 Expended</u>	<u>FY17 Approved</u>	<u>FY18 Recommended</u>	<u>Inc(Dec)</u>
Salaries	238,657	333,726	358,248	24,522
Expenses	327,152	344,400	356,775	12,375
Capital Outlay	-	-	-	-
Lowell Sewer	1,818,130	1,572,000	1,472,000	(100,000)
Reserve Fund	-	60,000	60,000	-
Debt	3,201,958	2,935,658	2,794,140	(141,518)
<b>Subtotal</b>	<b>5,585,897</b>	<b>5,245,784</b>	<b>5,041,163</b>	<b>(204,621)</b>
<b>Indirect Expenses</b>				
Town Manager	7,891	8,099	8,099	-
Accounting	9,662	9,910	10,040	130
Computer Services	1,292	1,350	1,384	34
Treasurer/Collector	39,709	32,809	34,067	1,258
Administrative Services	1,106	1,218	1,439	221
Building Dept.	-	-	-	-
Dept. of Public Works	296,839	322,761	315,900	(6,861)
Group Insurance	66,115	92,120	113,156	21,036
Retirement	78,201	71,084	73,974	2,890
Medicare	4,924	5,698	5,092	(606)
Property and Liability Insurance	-	9,485	9,960	475
<b>Subtotal</b>	<b>505,739</b>	<b>554,534</b>	<b>573,111</b>	<b>18,577</b>
<b>Total</b>	<b>6,091,636</b>	<b>5,800,318</b>	<b>5,614,274</b>	<b>(186,044)</b>
<u>Projected Sewer Revenue</u>	<u>FY16 Collected</u>	<u>FY17 Projected</u>	<u>FY18 Projected</u>	<u>Inc(Dec)</u>
User Fees	6,520,331	5,018,135	5,219,848	201,713
All Sewer Liens/Interest/Fees	335,412	450,000	450,000	-
Connection Fees	204,536	108,557	71,023	(37,534)
All Other	113,615	25,000	25,000	-
Prior Year Surplus	-	-	-	-
Transfer From General Fund	253,724	248,775	48,429	(200,346)
<b>Total</b>	<b>7,427,619</b>	<b>5,850,467</b>	<b>5,814,300</b>	<b>(36,166)</b>
<b>Operating Deficit/Surplus</b>	<b>1,335,982</b>	<b>50,148</b>	<b>200,026</b>	<b>149,878</b>
<u>Capital Expenditures</u>	-	-	-	-
<b>Net Deficit/Surplus After Capital</b>	<b>1,335,982</b>	<b>50,148</b>	<b>200,026</b>	<b>149,878</b>

Town Manager

**Executive Summary:** The purpose of this article is to fund the Sewer Enterprise Fund for Fiscal Year 2018.

**ARTICLE 6**

To see if the Town will vote to raise and appropriate a sum of money to be expended by the Town Manager to operate the Water Enterprise Fund; or take any action relative thereto.

**TOWN OF TEWKSBURY  
WATER ENTERPRISE FUND  
FISCAL YEAR 2018 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY16 Expended</u>	<u>FY17 Approved</u>	<u>FY18 Recommended</u>	<u>Inc(Dec)</u>
Salaries	1,281,929	1,438,841	1,497,048	58,207
Expenses	1,479,820	1,505,832	1,539,012	33,180
Capital Outlay	-	-	15,000	15,000
Reserve Fund	-	25,000	25,000	-
Debt	2,106,816	2,846,639	2,867,276	20,637
Subtotal	4,868,566	5,816,312	5,943,336	127,024
<u>Indirect Expenses</u>				
Town Manager	7,891	8,099	8,099	-
Accounting	9,662	9,910	10,040	130
Computer Services	1,292	1,350	1,384	34
Treasurer/Collector	39,709	32,808	34,067	1,259
Administrative Services	1,106	1,218	1,439	221
Building Dept.	-	-	-	-
Dept. of Public Works	304,586	332,736	326,799	(5,937)
Group Insurance	267,315	281,440	288,819	7,379
Retirement	315,432	315,432	332,651	17,219
Medicare	15,514	16,363	19,053	2,690
Property and Liability	-	55,151	57,909	2,758
Subtotal	962,507	1,054,508	1,080,260	25,752
<b>Total</b>	<b>5,831,073</b>	<b>6,870,820</b>	<b>7,023,596</b>	<b>152,776</b>
<u>Projected Sewer Revenue</u>	<u>FY16 Collected</u>	<u>FY17 Projected</u>	<u>FY18 Projected</u>	<u>Inc(Dec)</u>
User Fees	7,314,318	6,159,030	6,693,715	534,685
Water Liens	565,554	650,000	650,000	-
All Other Fees	282,558	200,000	200,000	-
<b>Total</b>	<b>8,162,431</b>	<b>7,009,030</b>	<b>7,543,715</b>	<b>534,685</b>
<i>Operating Deficit/Surplus</i>	<i>2,331,358</i>	<i>138,210</i>	<i>520,119</i>	<i>381,909</i>
<u>Capital Expenditures</u>	<u>235,300</u>	<u>-</u>	<u>357,500</u>	<u>357,500</u>
<i>Net Deficit/Surplus After Capital</i>	<i>2,096,058</i>	<i>138,210</i>	<i>162,619</i>	<i>24,409</i>

Town Manager

**Executive Summary:** The purpose of this article is to fund the Water Enterprise Fund for Fiscal Year 2018.

**ARTICLE 7**

To see if the Town will vote to raise and appropriate a sum of money to be expended by the Town Manager to operate the Cable TV Enterprise Fund; or take any action relative thereto.

**TOWN OF TEWKSBURY  
CABLE TV ENTERPRISE FUND  
FISCAL YEAR 2018 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY17 Approved</u>	<u>FY18 Recommended</u>	<u>Inc(Dec)</u>
Salaries	-	-	-
Expenses	-	600,000	600,000
Capital Outlay	-	-	-
Reserve Fund	-	-	-
Debt	-	-	-
Subtotal	-	600,000	600,000
<u>Indirect Expenses</u>			
Town Manager	-	-	-
Accounting	-	-	-
Computer Services	-	-	-
Treasurer/Collector	-	-	-
Administrative Services	-	-	-
Group Insurance	-	-	-
Retirement	-	-	-
Medicare	-	-	-
Subtotal	-	-	-
<b>Total</b>	-	<b>600,000</b>	<b>600,000</b>
<u>Projected Cable TV Revenue</u>	<u>FY17 Projected</u>	<u>FY18 Projected</u>	<u>Inc(Dec)</u>
Cable Franchise Fees	600,000	600,000	
All Other Fees	-	-	-
<b>Total</b>	<b>600,000</b>	<b>600,000</b>	-
<b>Operating Deficit/Surplus</b>	<b>600,000</b>	-	<b>(600,000)</b>

Town Manager

**Executive Summary:** The purpose of this article is to fund the Cable TV Enterprise Fund for Fiscal Year 2018.

**ARTICLE 8**

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$746,270 to be expended by the Town Manager for the following purposes; or take any action relative thereto.

<b>DPW</b>	
F-550 4x4 Chip Dump	120,000
Calcium Tank and Spreader	16,000
Modify Body (uni-body)	15,000
5-Ton Dump w/Snow Package	215,000
Articulating Asphalt Roller	10,000
Traffic Sign/Signal Updates	35,000
<b>Total DPW</b>	<b>411,000</b>
<b>Fire</b>	
New Ambulance and Equipment	165,000
Pickup Truck with Utility Body	55,000
<b>Total Fire</b>	<b>220,000</b>
<b>Parks</b>	
Ford F-450	79,008
Tractor	36,262
<b>Total Parks</b>	<b>115,270</b>
<b>Total Town</b>	<b>746,270</b>

Town Manager

**Executive Summary:** This article allows the Town to utilize funds from the Stabilization Fund for Capital Equipment and Improvements.

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**ARTICLE 9**

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$391,564 to be expended by the School Committee for the following School Department purposes; or take any action relative thereto.

<b>Schools</b>	
Dewing Room B-9 Abatement and Air Monitoring	15,000
Elementary Parking Lot Repairs	35,000
Roof Repairs - Maintenance Garage	10,000
Districtwide Utility Vehicles	39,100
Landscape Trailer	6,500
Refrigerated Vehicle	36,000
North Street Heating Exchange Coils	13,225
North Street Boiler	161,739
Districtwide Security	50,000
Elementary Visitor Security System	25,000
<b>Total Schools</b>	<b>391,564</b>

Town Manager

**Executive Summary:** This article allows the Town to utilize funds from the Stabilization Fund for Capital Equipment and Improvements.

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**ARTICLE 10**

To see if the Town will vote to transfer from the Stabilization Fund the sum of \$850,000 to be expended by the School Committee for the following School Department purpose; or take any action relative thereto.

Doucette Field Bleachers, Press Box, Rest Rooms, Site Work, Fencing and Demolition	<u>850,000</u>
<b>Total Schools</b>	<b>850,000</b>

Town Manager

**Executive Summary:** This article allows the Town to utilize funds from the Stabilization Fund to replace the current Doucette Field Bleachers (which are partially condemned) with new home and visitor Bleachers, new Restrooms, Press Box, and Fencing. Funding will also allow for needed site work and the demolition of the current bleachers.

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**ARTICLE 11**

To see if the Town will vote raise and appropriate \$357,500 from Water Rates to be expended by the Town Manager for the following purposes; or take any action relative thereto.

Hydrant Replacement/Install	125,000
Water Distribution Upgrades Design	100,000
Ford 550 Rack Service	55,000
Articulating Asphalt Roller	10,000
Ford 550 Utility w/Crane and Box	<u>67,500</u>
<b>Total</b>	<b>357,500</b>

Town Manager

**Executive Summary:** This article allows the Town to utilize funds raised within the Water Enterprise Fund for Capital Equipment and Improvements.

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**ARTICLE 12**

To see if the Town will vote to transfer the sum of \$1,817,500 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Sewer Main Repair and Replacement	1,750,000
Ford 550 Utility w/Crane and Box	<u>67,500</u>
<b>Total</b>	<b>1,817,500</b>

Town Manager

**Executive Summary:** This article allows the Town to utilize funds from Sewer Retained Earning for Capital Equipment and Improvements.

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**ARTICLE 13**

To see if the Town will vote to transfer from Bond Proceeds the sum of \$71,545.40 to reduce Town Exempt Debt Principal; or take any action relative thereto.

Town Manager

**Executive Summary:** This article transfers funds available from Bond Proceeds to reduce the amount of Exempt Debt Service Principal.

**ARTICLE 14**

To see if the Town will vote to transfer the sum of \$25,000 to be expended by the Town Manager from Overlay Surplus to fund a Senior Tax Relief Work Program and a Veterans Tax Relief Work Program; or take any action relative thereto.

Town Manager

**Executive Summary:** This article allows the Town to utilize funds considered surplus from Assessors Overlay Reserve to fund a Senior Tax Relief Work Program/Veterans Tax Relief Work Program that allows eligible Senior Citizens/Veterans of the Town to work for Town and School offices and receive a reduction in their property tax bill.

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**ARTICLE 15**

To see if the Town will vote to appropriate the sum of \$15,000,000 to be expended by the Town Manager for the cost of design and engineering, construction and furnishing of a new Center Fire Station and for the payment of all costs incidental and related thereto, and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing; and, if by borrowing, the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; or take any action relative thereto.

The motion to be presented shall read:

**Motion:** That the Town hereby appropriates the sum of \$15,000,000 to be expended by the Town Manager for the cost of design and engineering, construction and furnishing of a new Center Fire Station, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7, of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

**Executive Summary:** This article authorizes the Town to borrow \$15,000,000 for the cost of building a new Center Fire Station.

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**ARTICLE 16**

To see if the Town will vote to approve the FY 2018 Affordable Housing Trust Fund Allocation Plan as follows:

<b>ALLOCATION PLAN</b>	<b>for FY 2018</b>
<b>Starting Balance:</b>	\$3,093,875
2 Payments for Mixed Use Projects	\$1,075,000
<b>Total Available Funds FY18</b>	<b>\$4,168,875</b>
<b>Expenses</b>	
Creation of New Units/Buydown of existing units	\$4,168,875
<b>Total Projected Expenses for FY18</b>	<b>\$4,168,875</b>

Town Manager

**Executive Summary:** According to Chapter 105 of the Acts of 2003, the Tewksbury Affordable Housing Trust Fund is to have an allocation submitted to and approved at the Annual Town Meeting. The 2018 allocation plan meets the expenditure

requirements of the Special Act. Disbursements from the Affordable Housing Trust Fund in FY 2017 included: \$118,736 in support of Tewksbury Housing Authority purchase of 80 Orchard St. and \$337,000 for 48 Dewey Street. \$54,000 was utilized to assist Tewksbury Habitat Build purchase 1057 South Street. There will be 3 affordable units at this location.

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**ARTICLE 17**

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2018, with each item to be considered a separate appropriation:

**Appropriations:**

Administrative Costs	\$ 46,249.85
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**Reserves:**

Open Space	\$ 92,499.70
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Community Housing	\$ 92,499.70
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Historic Preservation	-----
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FY2018 Budgeted Reserve	\$ 693,000.00
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Or take any other action related thereto.

Community Preservation Committee

**Executive Summary:** Massachusetts General Law, Chapter 44B requires that the Town appropriate for spending, or reserve for future spending, from the fund balance at least 10% for open space, 10% for historic preservation, and 10% for community housing. FY2018 Historic 10% Reserve will be achieved with the Town Hall Rehabilitation Bond payment.

The total CPA Estimated FY18 revenue is \$924,997

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**ARTICLE 18**

To see if the Town will vote to appropriate the sum of \$115,000 from the Community Preservation Fund Undesignated Reserve for the purpose of replacing the fencing at Frasca Field as recommended by the Town Manager.

Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

**Executive Summary:** The fence at the recreational facility, Frasca Field needs to be replaced due to it posing a safety threat.

**ARTICLE 19**

To see if the Town will vote to appropriate the sum of \$35,000 from the Community Preservation Fund Open Space Reserve for the purpose of permanently demarcating open space with markers in order to preserve the land.

Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

**Executive Summary:** This project will add protection to existing open space.

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**ARTICLE 20**

To see if the Town will vote to appropriate the sum of \$50,000 from the Community Preservation Fund Undesignated Reserve for the purpose of hiring a design consultant to study reuse of the former Ella Fleming School.

Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

**Executive Summary:** In 2016 the Ella Fleming School received extensive CPA-funded work to protect and preserve the building. The current request is to allow for the hiring of a design consultant to study reuse of the building, while maintaining historical elements.

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**ARTICLE 21**

To see if the Town will vote to appropriate the sum of \$15,000 from the Community Preservation Fund Open Space Reserve for the purpose of providing trail markers, bridges, directional signs and kiosks on trails.

Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

**Executive Summary:** This project will enhance existing trails.

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**ARTICLE 22**

To see if the Town will vote to appropriate the sum of \$23,580 from the Community Preservation Fund Undesignated Reserve for the purpose of chemically treating to address algae and other water quality issues at Long Pond and to clear weeds, brush and other growth along Whipple Road and Mahoney Park.

Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

**Executive Summary:** This project will allow for the Town to contract with a firm to apply chemical treatment to the pond to address algae and other water quality issues. The funds will also allow for additional clearing along Whipple Road at Mahoney Park.

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**ARTICLE 23**

To see if the Town will vote to appropriate the sum of \$300,000 from the Community Preservation Fund Undesignated Reserve for the purpose of restoring the historical cemetery on State Hospital grounds between the Wynn Middle School and the Town's recreational fields.

Pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or to take any other action thereon.

Community Preservation Committee

**Executive Summary:** This is a pre-condition of conveying the land that serves as the Livingston Street recreational fields (Saunders Recreation Facility). The bids to meet the State standards last summer came in \$300,000 over what was originally appropriated and budgeted.

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**ARTICLE 24**

To see if the Town will vote to authorize the Board of Selectmen to sell all or a portion of a certain parcel of land located at 97 Florence Ave, Map 94, Parcel 102, as shown on the current Assessor's Map, for either market or affordable housing purposes; or take any action relative thereto.

Town Manager

**Executive Summary:** This article would transfer a parcel of land to be used for building and selling affordable home(s). The parcel located at 97 Florence Ave, Map 94, Parcel 102 is approximately .09 acres and valued by the Assessors at \$171,200 and will be sold through a public procurement process.

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**ARTICLE 25**

To see if the Town will vote to transfer the care, custody, management and control of the Ella Fleming School located at 1503 Andover Street from the School Committee and School Department to the Board of Selectmen, or take any action relative thereto.

Town Manager

**Executive Summary:** This article would transfer control of the Ella Fleming School from the School Department to the Town.

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## ARTICLE 26

To see if the town will vote to amend the general by-laws of the town by adding a new section to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44 § 53E½; or take any other action relative thereto.

### **Chapter 3.14**

#### **DEPARTMENTAL REVOLVING FUNDS**

##### **Sections:**

##### **3.14.010 Purpose.**

##### **3.14.020 Expenditure Limitations.**

##### **3.14.030 Interest.**

##### **3.14.040 Procedures and Reports.**

##### **3.14.050 Table of Authorized Revolving Funds.**

##### **3.14.010 Purpose.**

This by-law establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by Massachusetts General Laws Chapter 44 § 53E½.

##### **3.14.020 Expenditure Limitations.**

A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

1. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
2. No liability shall be incurred in excess of the available balance of the fund.
3. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Finance Committee.

##### **3.14.030 Interest.**

Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.

##### **3.14.040 Procedures and Reports.**

Except as provided in Massachusetts General Laws Chapter 44 § 53E½ and this by-law, the laws, charter provisions, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund, established and authorized by this by-law. The Finance Director shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Finance Director provides the department, board, committee, agency or officer on appropriations made for its use.

##### **3.14.050 Table of Authorized Revolving Funds.** The Table establishes:

1. Each revolving fund authorized for use by a town department, board, committee, agency or officer,
2. The department or agency head, board, committee or officer authorized to spend from each fund,
3. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Finance Director,
4. The expenses of the program or activity for which each fund may be used,
5. Any restrictions or conditions on expenditures from each fund; and
6. The fiscal years each fund shall operate under this by-law.

<b>Revolving Fund</b>	<b>Department, Board, Committee, Agency or Officer Authorized to Spend from Fund</b>	<b>Fees, Charges or Other Receipts Credited to Fund</b>	<b>Program or Activity Expenses Payable from Fund</b>	<b>Restrictions or Conditions on Expenses Payable from Fund</b>	<b>Fiscal Years</b>
Council on Aging	Director, COA	Fees charged and received from COA activities	Trips, activities, education programs	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Board of Health	Health Director	Fees collected; medical reimbursements	Public health programs and vaccines	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Parks and Recreation	Town Manager	Fees collected for field rentals	Summer activities and programs	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Traffic Signage	Dept. of Public Works Superintendent	Fees provided by developers	Purchase, manufacture and install street and traffic signs including pavement markings	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
GIS	Assistant Town Manager	Surcharge on permits across departments	Operate network-wide geographic information system	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Stormwater	Dept. of Public Works Superintendent	Land disturbance permits	Maintain town-wide stormwater system	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Records Preservation	Town Clerk	Fees, grants, donations	Preservation and safe keeping of historic records	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Solid Waste, Recycling, Household Haz. Waste	Town Manager	Fees, grants, donations	Solid Waste, Recycling and household hazardous waste operations and programs	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Hydrant Markers	Town Manager	Fees, grants, donations	Reimbursement of damaged markers and donations to install markers	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years
Energy Efficiency of Town & School Buildings, equip. and infrastructure	Town Manager	Rebates, grants and donations generated from energy efficiency projects (Commonwealth, public utilities and others)	Energy efficiency projects	Salaries or wages of full-time employees shall be paid from the annual budget	FY 2018 & subsequent years

Town Manager

**Executive Summary:** The purpose of this article is to create a bylaw authorizing all revolving funds as required by the amended Massachusetts General Laws Chapter 44 53E½. The amendments were part of the Act to Modernize Municipal Finance and Government, C. 218 section 86. Town Meeting must still vote on or before July 1 on the amount that may be spent from each fund during the upcoming fiscal year.

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**ARTICLE 27**

To see if the Town of Tewksbury will vote to amend Town of Tewksbury Bylaw **Article III. Solicitors and Canvassers Section 12.04.110 License application Requirements** as shown below with additions to the bylaw underlined and deletions shown as a ~~strikethrough~~:

**12.04.110 License application Requirements.**

~~At the time of filing the application, a fee of \$20.00 shall be paid to the Town Clerk to cover the cost of a Police investigation of the facts stated therein.~~ The fee charged by the Police Department for the purpose of conducting fingerprint-based criminal record background checks shall be one hundred dollars (\$100). This fee may be waived for nonprofit organizations.

Town Manager

**Executive Summary:** Town Bylaw Chapter 5.09 CIVIL FINGERPRINTING CRIMINAL HISTORY CHECK AUTHORIZATION was adopted at the May 9, 2012 Special Town Meeting. Adoption of this bylaw requires the Police Department to conduct a State and Federal Fingerprint Based Criminal History check for individuals applying for a Solicitor's License. The bylaw further states that the fee charged by the Police Department for the purpose of conducting fingerprint-based criminal record background checks shall be one hundred dollars (\$100) ~~5.09.050 Fees~~. The purpose of this Article is to create consistency between these two sections.

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**ARTICLE 28**

To see if the Town will vote to amend the Town By-Laws by deleting 2.04.030 Posting Requirements for Town Meeting warrants and replacing it with the new language as follows:

**2.04.030 Posting Requirements**

The Warrant shall be posted by a Constable of the Town and shall be posted in a public place in each Precinct and in the Town Hall. At least three hundred copies shall be left at the Town Hall or at such convenient places as the Selectmen shall think proper. **In addition, the Selectmen shall order that one Warrant be mailed to each dwelling in the Town two weeks before any town meeting.** In addition and at the time of the posting the Warrant shall be placed on the Town's website. Warrants shall be available at the check-in tables before each town meeting.

Joseph P. Gill and others

**Executive Summary:** Due to budget reductions in 2010 Town Meeting voted not to fund the printing and the mailing of the annual and special town meeting warrants. This article will restore the printing and mailing of said warrants.

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**ARTICLE 3**

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

ARTICLE 3-29

ARTICLE 3-30

ARTICLE 3-31

ARTICLE 3-32

**SECTION 3**

ARTICLE 33	Zoning Bylaw	Amend Zoning Bylaw Sections to Add a New Section: 6800: Interim Restriction/Moratorium for Recreational Marijuana Establishments
ARTICLE 34	Zoning Map	Amend Zoning Map from Office/Retail (OR) to Multifamily District (MFD) on Assessor's Map 66, Lot 11 – Not more than 10 Units
ARTICLE 35	Zoning Map	Amend Zoning Map from Office/Research (OR) to Multifamily District (MFD) Map on Assessor's Map 66, Lot 11 – Not more than 102 Units
ARTICLE 36	Zoning Bylaw and Zoning Map	Amend Zoning Map from Commercial Zoning to Community Village Overlay District (COVD) to Assessor's Map 22, Lots 9 and 11 and Zoning Bylaw Section 8680
ARTICLE 37	Zoning Bylaw and Zoning Map	Amend Zoning Map from Municipal District (MN) to Commercial District (COM) to Assessor's Map 47, Parcel 76 and Zoning Bylaw

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**ARTICLE 33**

To see if the Town will vote to amend the Tewksbury Zoning Bylaw by adding a new section:

**6800 INTERIM RESTRICTION/MORATORIUM FOR RECREATIONAL MARIJUANA ESTABLISHMENTS**

6810. Purpose. By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law known as The Regulation and Taxation of Marijuana Act, regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. The law provides that it is effective on December 15, 2016, and the Cannabis Control Commission is required to issue regulations regarding implementation by September 15, 2017, which was extended to March 15, 2018. (Section 11 of Chapter 351 of the Acts of 2016).

Currently under the Zoning Bylaw, Recreational Marijuana Establishments and Marijuana Retailers are not a permitted use in the Town and any regulations promulgated by the State Cannabis Control Commission are expected to provide guidance to the Town in regulating Recreational Marijuana Establishments and Marijuana Retailers.

The regulation of Recreational Marijuana Establishments and Marijuana Retailers raise novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and Marijuana Retailers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments and Marijuana Retailers and other uses related to the regulation of recreational marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments and Marijuana Retailers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to adopt provisions of the Zoning Bylaw in a manner consistent with sound land use planning goals and objectives.

6820. Definitions. Definitions under this moratorium include:

"Manufacture", to compound, blend, extract, infuse or otherwise make or prepare a marijuana product.

"Marijuana accessories", equipment, products, devices or materials of any kind that are intended or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, ingesting, inhaling or otherwise introducing marijuana into the human body.

"Marijuana cultivator", an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

"Marijuana establishment", a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.

"Marijuana product manufacturer", an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

"Marijuana products", products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

"Marijuana testing facility", an entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

"Marijuana retailer", an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

6830. Temporary Moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for Recreational Marijuana Establishments and Marijuana Retailers. The moratorium shall be in effect through December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments and Marijuana Retailers and related uses, determine whether the Town shall restrict any, or all, licenses for Recreational Marijuana Establishments and Marijuana Retailers and shall consider adopting new provisions of the Zoning Bylaw to address the impact and operation of Recreational Marijuana Establishments and Marijuana Retailers and related uses.

6840. Severability. The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or its application to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw.

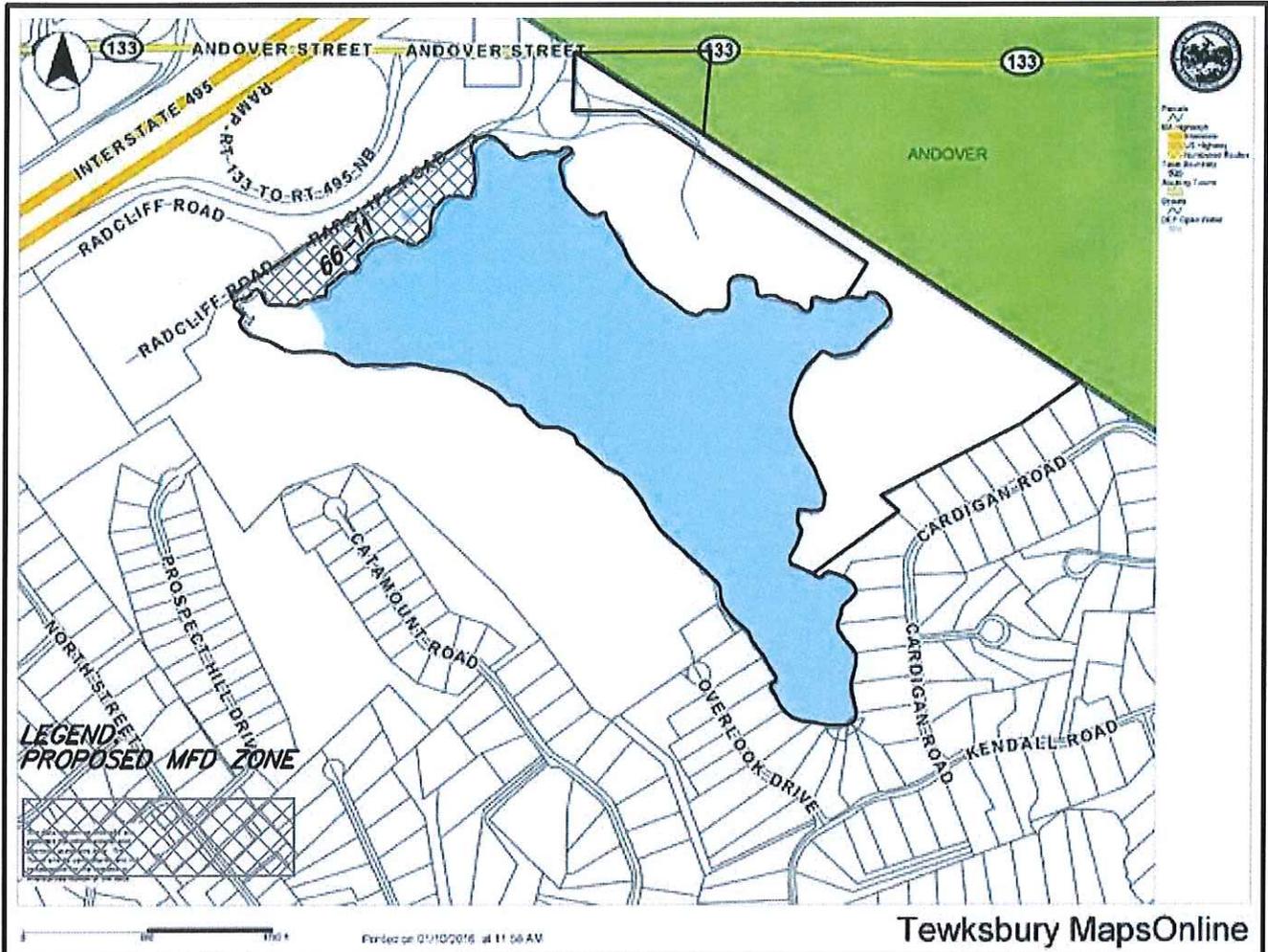
Town Manager

**Executive Summary:** The passage at the State election on November 8, 2016, approving a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes did not provide the Town of Tewksbury with adequate time to evaluate the impacts the law. This moratorium will allow the Town of Tewksbury the necessary time to evaluate the law and its impacts on public safety, public health, and zoning issues.

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**ARTICLE 34**

To see if the Town will vote to amend the Zoning Map for a parcel shown on Assessor's Map 66 Lot 11, said parcel is further describes as Lot 389 on Land Court Plan 27170-23, from Office / Research (OR) to Multi-Family District (MFD). In addition to the criteria set forth herein, in the event the Planning Board is considering a request for a MFD Special Permit for the above described land, the development may not contain more than 10 units.

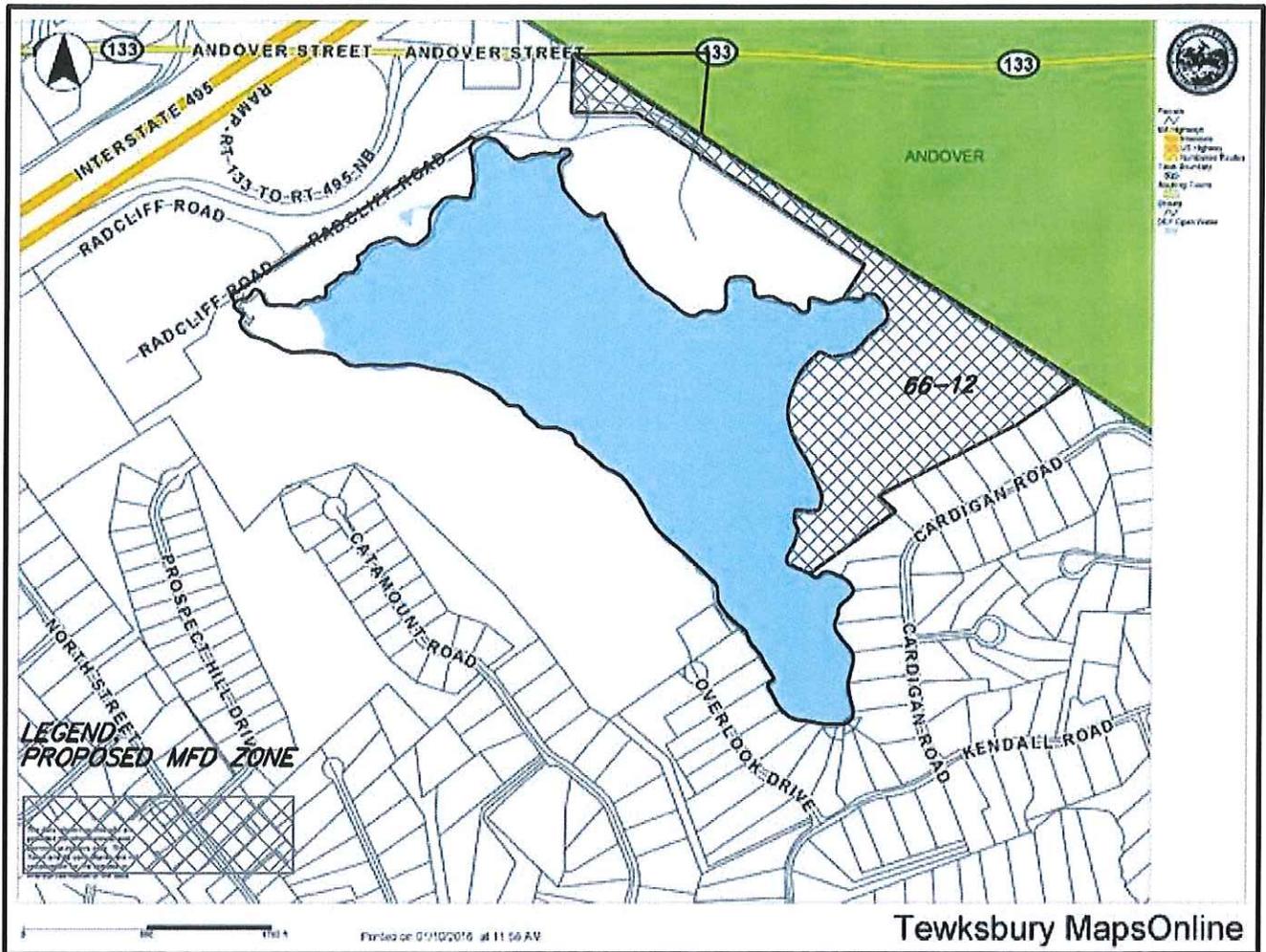


Marc P. Ginsburg  
Arnie Martel

**Executive Summary:** The purpose of the article is to re-zone land currently zone Office / Research to Multi Family Dwellings.

**ARTICLE 35**

To see if the Town will vote to amend the Zoning Map for parcels shown on Assessor's Map 66 Lot 12, said parcel is further describes as Lot 355 on Land Court Plan 27170-21, from Office / Research (OR) to Multi-Family District (MFD). In addition to the criteria set forth herein, in the event the Planning Board is considering a request for a MFD Special Permit for the above described land, the development may not contain more than 102 Units. The units shall be single and or duplex units no greater than Two and one half stories in height.



Marc P. Ginsburg  
Arnie Martel

**Executive Summary:** None Submitted

**ARTICLE 36**

To see if the Town of Tewksbury will vote to amend the Tewksbury Zoning Bylaw and the Zoning Map that is currently Commercial zoning and adding Community Village Overlay District (CVOD) to the land area described below comprising a portion of Community Village Overlay District (CVOD) section 8680, to Assessors Map 22, Lots 9 and 11.



Tewksbury Tax Map 22, Fiscal Year 2014 1

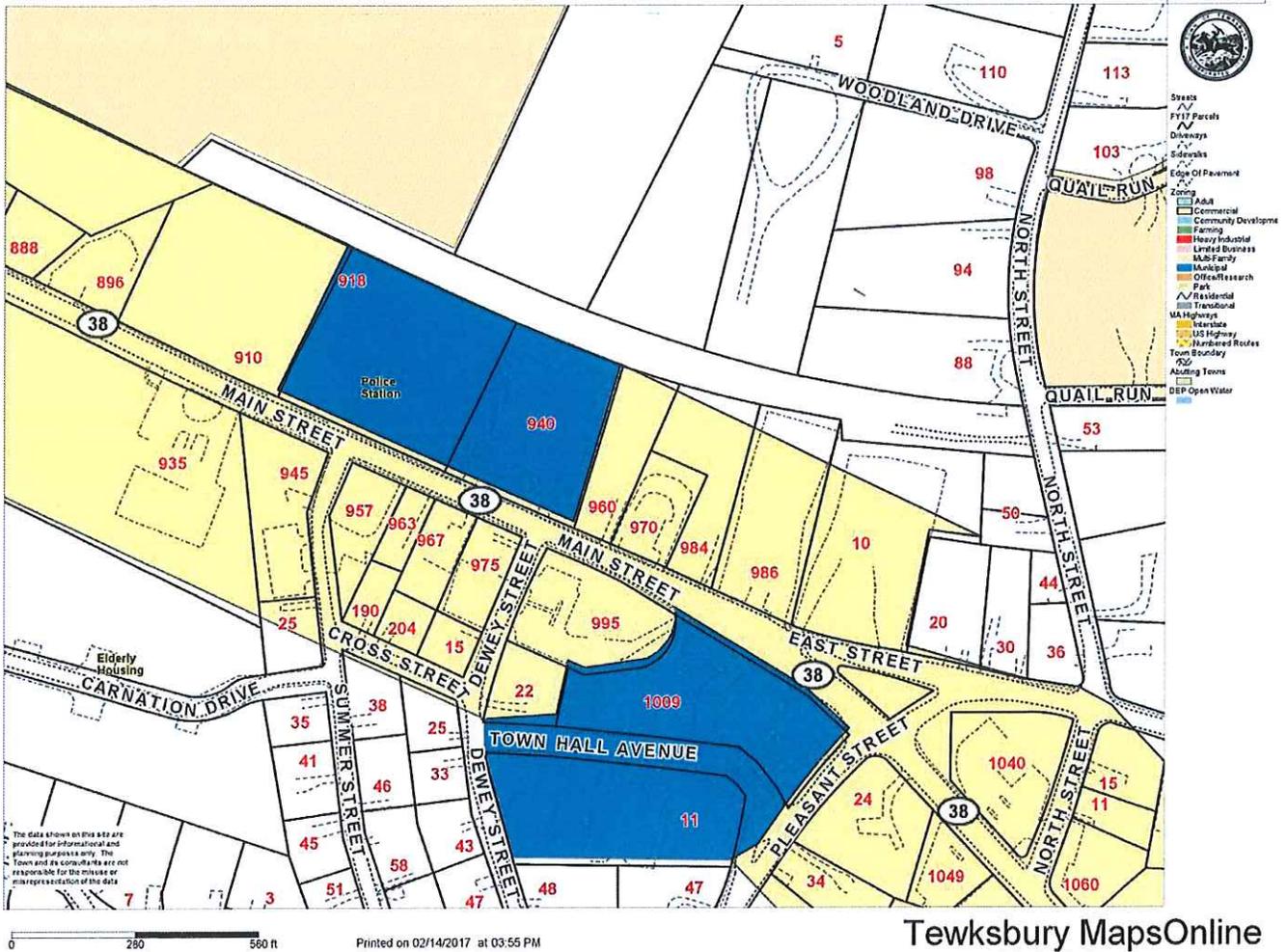
James Andella and Others

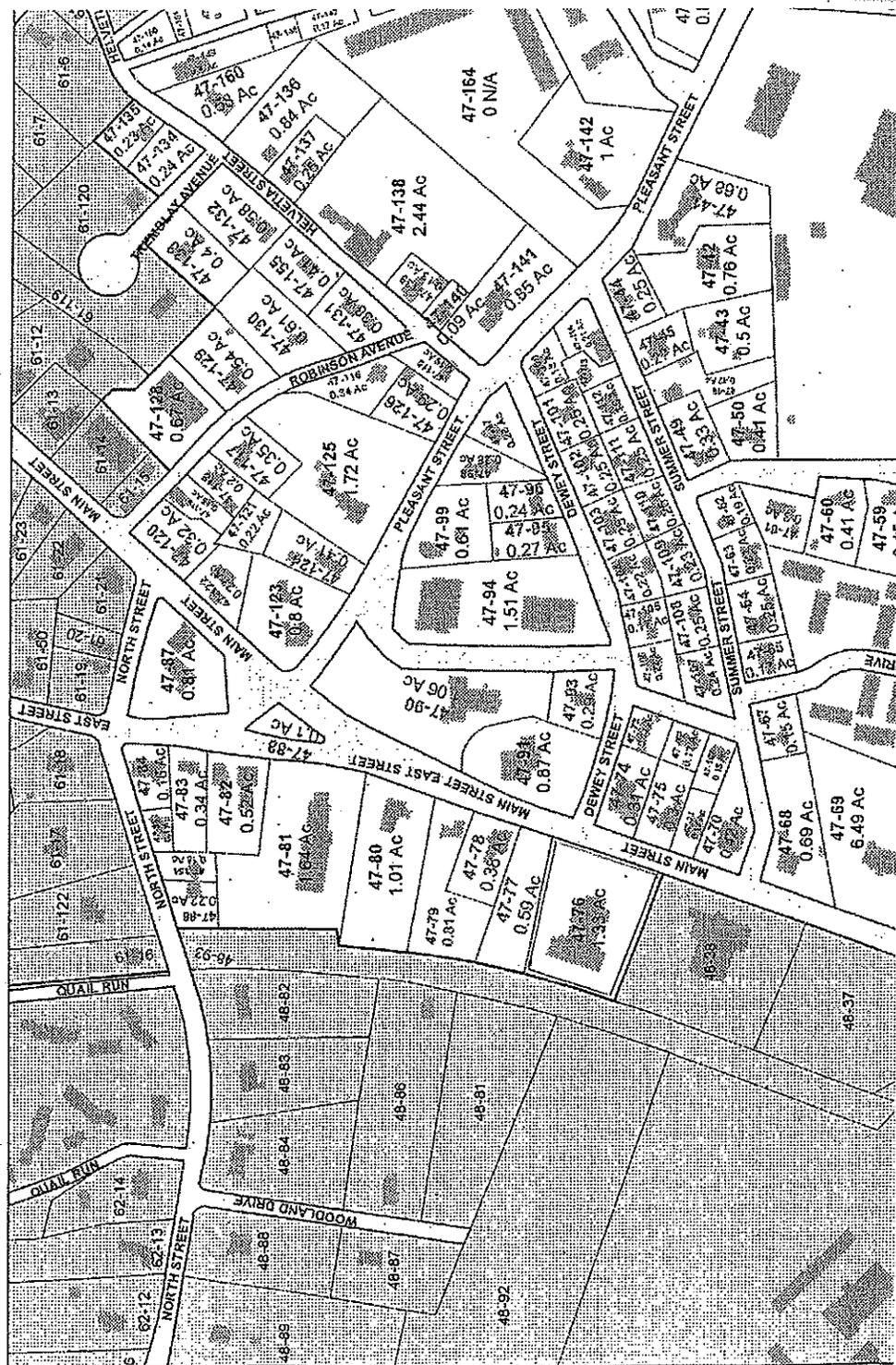
**Executive Summary:** The adoption of this article will include the land above in a new zoning overlay district along East Street. This Overlay District recognizes the existing nature of the land described above and allows for this as well as other uses, while underlying zoning rights remain intact.

**ARTICLE 37**

To see if the Town will vote to amend the Tewksbury Zoning Bylaw by taking the following step:

Change the Town of Tewksbury Zoning Map to change the zoning district classification of the premises located at 940 Main Street and being identified on the Assessor's map as Map 47 Parcel 76 from Municipal District (MN) to Commercial District (COM).





David J. Plunkett and others

**Executive Summary:** The purpose of the Warrant Article is to change the zoning district classification for the property located at 940 Main Street from Municipal to Commercial to make the classification consistent with the actual use of the premises. The property has not been used for municipal purposes since the Town conveyed the property in October of 2000.

**Tewksbury "Adopt A Hydrant" Program**

The **Tewksbury Fire Department** has partnered with *Hy-Viz Inc.* to bring fiberglass hydrant markers to the community. These highly reflective hydrant markers will allow hydrants to be visible, day or night, from a great distance. The markers will help locate snow covered hydrants during the winter months and tree and shrub obstructed hydrants during the warmer months. **Hy-Viz** markers have a stainless steel spring and ring mount for years of maintenance free service. We have chosen the "Patriot Banding" design for use in Tewksbury.

Donation Made by: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Tewksbury Fire Department  
c/o: Adopt a Hydrant Program  
21 Town Hall Avenue  
Tewksbury, MA 01876

Street Address of Hydrant(s) to be adopted:  
(I.e. in front of 123 Main Street)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost of each marker: \$ 14.99  
# of hydrant markers purchased: x \_\_\_\_\_  
Total: = \_\_\_\_\_

Once a group of orders have been placed, the Fire Department will locate the adopted hydrants and place the reflective markers with "Patriot Banding" design. In the event that there are multiple requests for marking the same hydrant, we will place the marker one of the many critical hydrants that we have in Town that may be overlooked. We will notify residents or businesses of our placement once the marker is in place.

For additional information visit: [www.tewksbury.info/Pages/TewksburyMA\\_Fire/hydrant](http://www.tewksbury.info/Pages/TewksburyMA_Fire/hydrant)

*Thank You for your support!*

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**What is a "File of Life"?**

A "File of Life" is a mini medical history posted on the outside of one's refrigerator, or personally carried in a person's wallet. The "File of Life" card enables EMT's to obtain a quick medical history when the patient, who, in a frightened state, may forget to mention something important.

The card which is kept in a red plastic pocket labeled "File of Life", lists the patients name, emergency medical contacts, insurance policy and social security number, health problems, medications, dosages, allergies, recent surgeries, doctors name and a health care proxy. The entire pocket is held with a magnet to the outside of the refrigerator. Details will be provided at the fire stations or call 978-640-4410.

**Who should have one?**

-Anyone who has many or complicated medical problems and or takes many medications.



Please take a moment to sign up to be notified by your local emergency response team in the event of emergency situations or critical community alerts. Examples include: evacuation notices, bio-terrorism alerts, boil water notices, and missing child reports:  
<http://cne.coderedweb.com/>

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**Unwanted Medication Kiosk available 24/7**

The Unwanted Medication Kiosk is located in the Tewksbury Police Station lobby, 918 Main Street. The kiosk is available 24/7. Please place unwanted medication in plastic sealed bags that will fit in Kiosk slot only. Do not include liquids or sharps. Please contact the Police Department with any questions or concerns: 978-640-7373

**FACEBOOK:** Library: [www.facebook.com/TewksburyLib](http://www.facebook.com/TewksburyLib)  
Tewksbury Farmers Market: [www.facebook.com/pages/Tewksbury-Farmers-Market/1503117429909936](http://www.facebook.com/pages/Tewksbury-Farmers-Market/1503117429909936)  
Town: [www.facebook.com/pages/Town-of-Tewksbury/393895750722817](http://www.facebook.com/pages/Town-of-Tewksbury/393895750722817)  
**TWITTER:** Library: @TewksburyLib Police: @TewksburyPD Tewksbury Farmers Market: @FarmerMkt Town: @TownofTewksbury  
**WEBSITE:** Library's Website: [www.tewksburypl.org/Pages/index](http://www.tewksburypl.org/Pages/index) Town's Website: [www.tewksbury-ma.gov](http://www.tewksbury-ma.gov)

## GLOSSARY OF TERMS

**Town Meeting:** A duly called meeting in which all Town of Tewksbury registered voters are eligible to participate to act upon fiscal issues, zoning changes, bylaw amendments, and other matters affecting the Town. Each voter has one vote in the decision making process.

The Annual Town Meeting is held each May to decide issues for the fiscal year starting July first. Special Town Meeting(s) may be called at other times, to address issues that cannot wait for the next Annual Town Meeting, a Special Town Meeting is called by the Board of Selectmen; or by a petition of 200 registered voters.

**Warrant:** Public notice of business to be considered at the Town Meeting. It is publicly posted in each Precinct throughout the Town, on the Town's Website <http://www.tewksbury-ma.gov/board-of-selectmen/pages/town-warrants> and describes all of the Articles which will be acted upon at the Town Meeting.

**Article(s):** Individual subjects are described in the articles so that all voters are warned of potential action to be taken. The scope of each article sets the bounds of action that may be taken. Articles are submitted by the Town Departments or by voter petitions. Articles submitted by voter petitions require ten (10) or more registered voters signatures for insertion in the Annual Town Meeting Warrant, and one hundred (100) or more registered voters signatures for insertion in a Special Town Meeting Warrant.

**General Information:** The Moderator presides at the Town Meeting and is responsible for the ruling on procedural matters, overseeing an orderly debate, announcing the result of all votes and preserving decorum.

The proceedings are governed by Town Meeting Time, a handbook of parliamentary law prepared under the auspices of the Massachusetts Moderators Association. This guide may be simpler and easier to understand than the more widely known and consulted Robert's Rules of Order. Copies are available for reference at the Town Clerk's Office, Board of Selectmen's Office and the Tewksbury Public

Library. Registered voters are entitled to attend, address and vote at the Meeting. Visitors may attend the meeting and shall sit in the "reserved for visitors" section.

A voter desiring to speak should approach the microphone, await recognition by the Moderator, and identify him or herself when recognized by name and address.

**Motions, Motions to Amend, and Votes Required:** An Article in the Warrant states a question for the Town Meeting voters to answer. Separate issues are described in the Town Meeting Articles so that all voters are warned of potential action to be taken. The scope or intent of each Article set the bounds of action that may be taken. Customarily the Finance Committee Chairman makes the first or Main Motion or if the Article relates to the Zoning Bylaw the Planning Board Chairman will make the first or Main Motion. The sponsor or Petitioner of an article also may make the first or Main Motion.

The Motion is then open for discussion by the assembly.

Motions to Amend the Main Motion, which is within the scope or intent of the Article, may be made on the Town Meeting floor.

Ordinarily motions require a majority vote of the voters present and voting for an Article to pass. Certain motions require a 2/3, 4/5 or a 9/10 vote to pass because of the provisions of the Town Bylaws or Massachusetts General Laws. The Moderator will announce the voting requirement before each vote requiring more than a majority vote.

**Motions For Indefinite Postponement of an Article:** A motion to Indefinitely Postpone an Article is equivalent to a motion to take no action on the Article. If the Motion to Indefinitely Postpone the Article is Adopted; the Article is defeated.

**Reconsideration of an Article:** No vote on a prior Article shall be Reconsidered except to correct a procedural defect, scrivener's error or an oversight. Reconsideration for the above exceptions requires a majority vote.

**Move the Question:** The voters have heard all the discussion that they wish to hear on the pending Article and prefer to vote at once.

The Moderator shall allow those presently standing, at the time of the motion, the opportunity to be heard and then he or she will take the vote to Move the Question.

**Rules to Govern Speakers:** No voter shall speak twice on any one subject, if any other voter who has not spoken already and is standing to be recognized by the moderator. No voter shall speak for more than five minutes at one time, except by vote of permission of the assembly.

**FACEBOOK:** Library: [www.facebook.com/TewksburyLib](http://www.facebook.com/TewksburyLib)

Tewksbury Farmers Market: [www.facebook.com/pages/Tewksbury-Farmers-Market/1503117429909936](http://www.facebook.com/pages/Tewksbury-Farmers-Market/1503117429909936)

Town: [www.facebook.com/pages/Town-of-Tewksbury/393895750722817](http://www.facebook.com/pages/Town-of-Tewksbury/393895750722817)

**TWITTER:** Library: @TewksburyLib Police: @TewksburyPD Tewksbury Farmers Market: @FarmerMkt Town: @TownofTewksbury

**WEBSITE:** Library's Website: [www.tewksburypl.org/Pages/index](http://www.tewksburypl.org/Pages/index) Town's Website: [www.tewksbury-ma.gov](http://www.tewksbury-ma.gov)

And you are directed to serve the within Warrant by posting up true and attested copies thereof upon the Town Hall and in each precinct, fourteen (14) days at least before the time of holding said meeting; also, leaving additional copies at the Town Hall or at such convenient places as the Selectmen shall think proper in said Town of Tewksbury.

HEREOF, FAIL NOT, AND MAKE DUE RETURNS OF THIS WARRANT, with your doings thereon, to the Town Clerk at the time and place of meeting aforesaid.

Given under our hands this 4<sup>th</sup> day of April in the Year of Our Lord, Two Thousand and Seventeen.

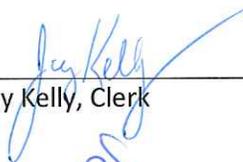
BOARD OF SELECTMEN



Mark Kratman, Chairman



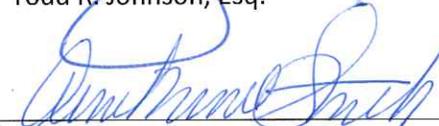
David H. Gay, Vice Chairman



Jay Kelly, Clerk



Todd R. Johnson, Esq.



Anne Marie Stronach