

Town of Tewksbury Special Town Meeting October 7, 2025



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**Special Town Meeting
Supplemental Information Handout
October 7, 2025**

The following is a summary of proposed Special Town Meeting actions and balances in funds being proposed for utilization and how those actions relate to the Select Board's Overall Financial Management Policy. Not all articles are included in this handout since their Executive Summary provides sufficient explanation.

Part I

Summary of Proposed Town Meeting Action and Supporting Policies and Financial Information

The following is a summary of proposed Special Town Meeting actions and balances in funds being proposed for utilization and how those actions relate to the Select Board's Overall Financial Management Policy.

Select Board Overall Financial Management Policy after Free Cash Certification:

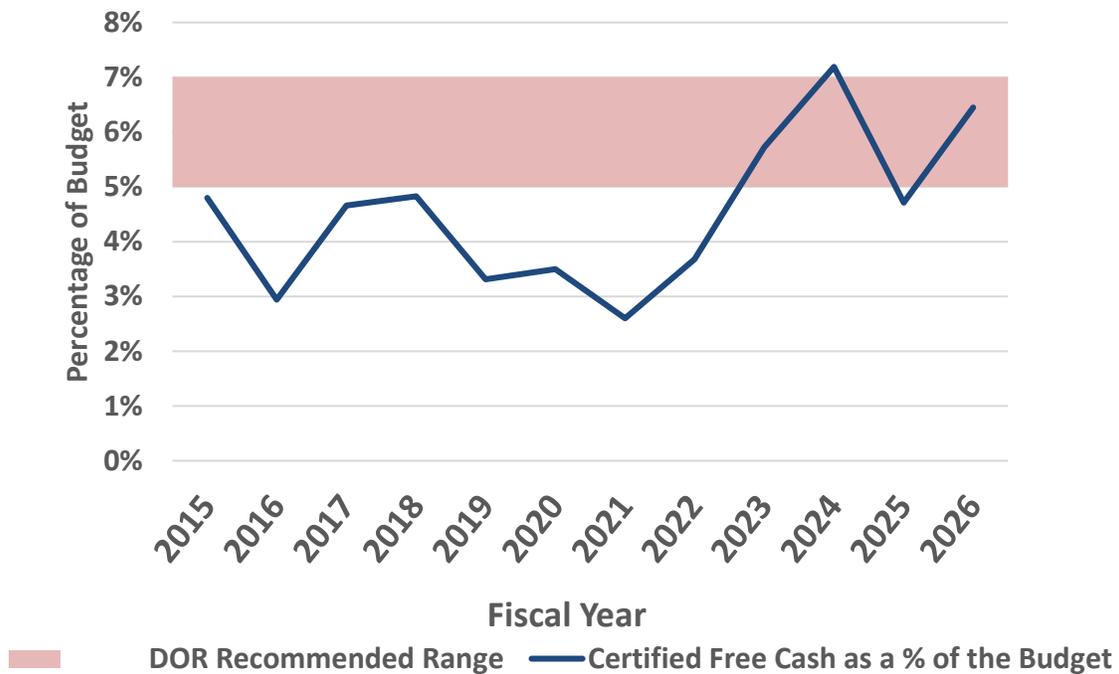
- At least \$600,000 will be set aside for potential snow and ice deficits (Funds are set aside and will remain in Free Cash).
- Current OPEB obligations will be funded on a pay as you go basis utilizing annual budgetary minimum appropriations. \$650,000 minimum appropriation for general and annual service costs for enterprise funds. The General Fund Unclassified FY26 Budget has an appropriation in the amount of \$650,000 for OPEB. In addition, the Water Enterprise Fund appropriated \$41,897, Sewer Enterprise Fund appropriated \$7,416 and the Cable Enterprise Fund appropriated \$7,320 for a total Town funding of \$706,633 in FY26.
- At least 25% of the remaining Certified Free Cash is recommended to fund the capital budget and one-time capital expenditures. (The remaining FY25 Free Cash is \$9,541,040 and 25% of that amount is \$2,385,260). The proposed Special Town Meeting expenditure for the capital budget and one-time capital expenditure is \$2,469,640, which exceeds the recommended allocation in (Article 2).
- At least 25% of the remaining Certified Free Cash will be placed into the Stabilization Fund. (The remaining FY25 Free Cash is \$7,071,400 Twenty-five percent (25%) of that amount is \$1,767,850). In Article 4, \$4,552,639 is proposed to be transferred from Free Cash into the Stabilization Fund which will meet and exceed this goal). There is \$2,518,761 of Free Cash remaining after this appropriation.
- The town is looking to establish a Debt Stabilization Fund in Article 5. The purpose of this fund is to provide tax relief for any future capital projects the town will be undertaking. In Article 6, \$2,500,000 of the remaining Free Cash is used to make the initial appropriation into the Debt Stabilization Fund.
- In Article 3, the remaining Free Cash of \$18,761 will be used to fund prior year invoices from the previous fiscal year.

Certification of Free Cash

The certified Free Cash for Fiscal Year 2026 is a healthy number but still within the recommended parameters of the Financial Management Resource Bureau (FMRB). Free cash is 6.45% of the prior year’s operating budget - \$10,141,040.

FMRB defines Free Cash as follows: Free cash is the remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the prior year, or simply the available fund balance in the general fund as of June 30. Because free cash is based on the annual financial operations as certified by the Bureau of Accounts, the amount of certified free cash cannot be known with certainty during the fiscal year. Therefore, we recommend that as much as practicable, communities limit their use of free cash to funding one-time expenditures (e.g., capital projects, snow and ice deficits, or emergencies), or use it to fund other reserves. Further, we recommend defining a target balance for free cash certification as a percentage of the general fund budget, such as five to seven percent, and striving to keep a targeted year-end unappropriated free cash balance to fund the next certification.

Free Cash vs. Recommended DOR Range



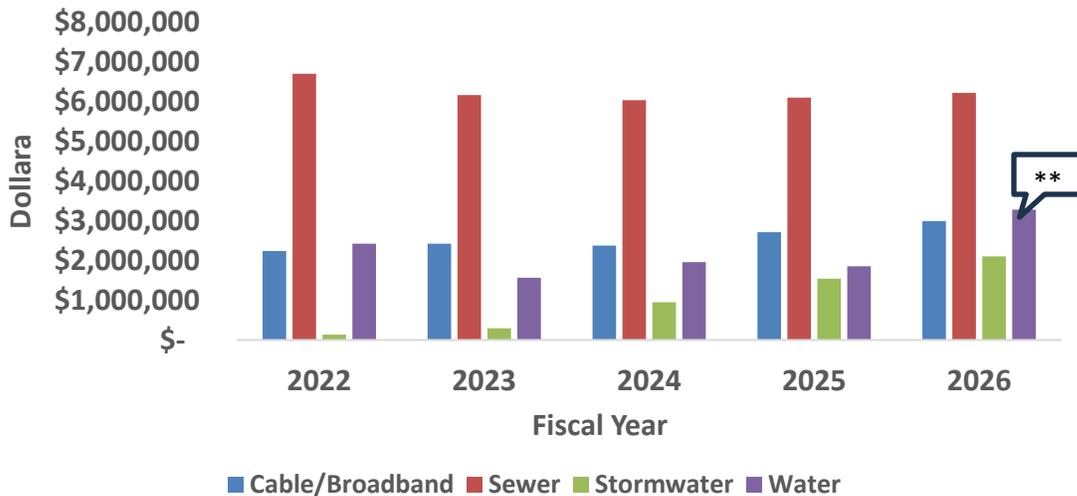
Source: Massachusetts Department of Revenue

Fiscal Year	Date Certified	Certified Free Cash as of 7/1	Operating Budget Prior Year	Certified Free Cash as a % of the Budget
2022	09/16/2021	\$ 4,720,482	\$ 128,239,412	3.68%
2023	09/21/2022	7,648,601	133,790,445	5.72%
2024	09/20/2023	10,201,198	141,824,293	7.19%
2025	09/24/2024	7,132,516	151,525,381	4.71%
2026	08/19/2025	10,141,040	157,313,327	6.45%

History of Enterprise Retained Earning Certifications

Fund Description	2022	2023	2024	2025	2026
Cable/Broadband	\$ 2,244,348	\$ 2,425,977	\$ 2,374,958	\$ 2,710,111	\$ 2,992,107
Sewer	6,699,211	6,164,106	6,036,767	6,104,587	6,220,549
Stormwater	132,686	294,674	948,035	1,546,848	2,106,756
Water	2,421,795	1,567,763	1,960,966	1,858,983	3,284,241

History of Enterprise Retained Earnings



Source: Massachusetts DOR

** Water Retained Earnings was higher than usual due to debt service budgeted that was not issued until the following year. The excess will be used for additional water distribution system rehabilitation.

Free Cash will be used to fulfill Town Financial policies as well as funding some capital items and to begin some new financial practices. Specifically, the establishment of a debt stabilization fund to help alleviate the impacts of future debt. The most significant capital items will be Road and Sidewalk Infrastructure and Water Infrastructure.

Fund Description	2026
Free Cash	\$ 10,141,040
Cable/Broadband RE	2,992,107
Sewer RE	6,220,549
Stormwater RE	2,106,756
Water RE	3,284,241

The Levy and the Tax Rate are not affected by any Town Meeting Actions

Residential and CIP Property Tax Historic Information FY 21-FY26 (Fall 2025 Town Meeting)							Projected
	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2026
Total Levy Amount	\$ 97,381,555	\$ 100,812,797	\$ 105,592,096	\$ 109,723,034	\$ 114,080,610	\$ 117,761,393	\$ 117,761,393
Total Levy Increase over Previous Year		3,431,242	4,779,299	4,130,937	4,357,576	3,680,783	3,680,783
Percent Increase		4%	5%	4%	4%	3.23%	3.23%
Tax Rate Shift	1.56	1.59	1.66	1.66	1.66	1.66	1.66
Taxrate							
Residential	15.72	15.20	14.10	13.39	13.22	13.65	13.65
Res. Increase(Decrease)	(0.25)	(0.52)	(1.10)	(0.71)	(0.17)	0.43	0.43
CIP	27.60	27.25	26.59	25.24	24.97	25.50	25.50
CIP Increase(Decrease)	(0.40)	(0.35)	(0.65)	(1.35)	(0.27)	0.53	0.53
Values							
AVERAGE SINGLE FAMILY HOME	454,977	489,065	553,132	602,548	629,508	629,508	629,508
Increase(Decrease)	21,615	34,088	64,067	49,416	26,960	-	-
Percentage Increase(Decrease)	5.0%	7.5%	13.1%	8.9%	4.5%	0.0%	0.0%
AVERAGE RESIDENTIAL CONDO	342,995	362,664	397,800	443,094	472,746	472,746	472,746
Increase(Decrease)	3,596	19,669	35,136	45,294	29,652	-	-
Percentage Increase(Decrease)	1.1%	5.7%	9.7%	11.4%	6.7%	0.0%	0.0%
AVERAGE COMMERCIAL	845,754	853,858	880,524	942,073	979,727	979,727	979,727
Increase(Decrease)	7,060	8,104	26,666	61,549	37,654	-	-
Percentage Increase(Decrease)	0.8%	1.0%	3.1%	7.0%	4.0%	0.0%	0.0%
AVERAGE INDUSTRIAL	846,705	894,687	1,061,003	1,159,187	1,210,840	1,210,840	1,210,840
Increase(Decrease)		47,982	166,316	98,184	51,653	-	-
Percentage Increase(Decrease)		5.7%	18.6%	9.3%	4.5%	0.0%	0.0%
Average Tax Bill							
AVERAGE SINGLE FAMILY HOME	7,152	7,434	7,800	8,068	8,322	8,591	8,591
Increase(Decrease)	231	282	365	269	254	269	269
Percentage Increase(Decrease)	3.3%	3.9%	4.9%	3.4%	3.1%	3.2%	3.2%
AVERAGE RESIDENTIAL CONDO	5,392	5,513	5,609	5,933	6,250	6,451	6,451
Increase(Decrease)	(28)	121	97	324	317	202	202
Percentage Increase(Decrease)	-0.5%	2.2%	1.8%	5.8%	5.3%	3.2%	3.2%
AVERAGE COMMERCIAL	23,343	23,264	23,416	23,776	24,462	24,984	24,984
Increase(Decrease)	(139)	(79)	152	360	686	522	522
Percentage Increase(Decrease)	-0.6%	-0.3%	0.7%	1.5%	2.9%	2.1%	2.1%
AVERAGE INDUSTRIAL	23,369	24,377	28,215	29,256	30,233	30,878	30,878
Increase(Decrease)		1,007	3,839	1,040	977	645	645
Percentage Increase(Decrease)		4.3%	15.7%	3.7%	3.3%	2.1%	2.1%

Summary Expenditures and Revenues	Actual	Actual	Actual	Projected	Projected Fall 2025	FY26 Inc/(Dec)	FY26 Inc/(Dec)	Articles
	Budget FY23	Budget FY24	Budget FY25	Budget FY26	Budget FY26	Over FY25 Projected	Since ATM2025	
Uses of Funding (Amounts to be Raised)								
Appropriations	\$129,245,158	\$ 135,315,788	\$ 139,392,755	\$ 145,418,104	\$ 145,583,109	\$ 6,190,354	\$ 165,005	1
Water, Sewer, Stormwater and Cable TV								
Enterprise Fund Budgets	16,104,496	16,814,362	17,524,398	18,580,970	18,580,970	1,056,572	-	
Special Articles and Transfers	12,743,610	17,244,875	18,168,675	5,113,453	16,566,493	(1,602,182)	11,453,040	2,3,4,6,7,8,9
Cherry Sheet Offsets	64,431	72,002	86,281	86,281	83,044	(3,237)	(3,237)	State Aid Charge Reduced
Other Local Expenditures	730,075	413,188	389,413	475,000	475,000	85,587	-	
State and County Charges	1,837,823	1,839,524	1,748,230	1,748,230	1,546,180	(202,050)	(202,050)	State Aid Charge Reduced
Total Use of Funding	\$160,725,594	\$ 171,699,738	\$ 177,309,752	\$ 171,422,038	\$ 182,834,796	\$ 5,525,044	\$ 11,412,758	
Sources of Funding								
Property Taxes	94,104,253	98,459,609	103,080,075	106,699,846	106,699,846	3,619,771	-	
Debt Exclusions	11,480,110	11,263,424	11,000,536	11,061,548	11,061,548	61,012	-	
State Estimated Revenues	17,921,355	17,970,544	18,506,307	18,506,307	19,178,234	671,927	671,927	State Aid Increased
Local Estimated Revenues	14,073,282	15,333,088	16,078,288	11,459,915	10,747,706	(5,330,582)	(712,209)	Local Receipts Reduced Int. Earned
Other Available Funds	28,802,634	34,362,581	35,182,991	24,018,594	35,471,634	288,643	11,453,040	2,3,4,6,7,8,9
Total Sources of Funding	\$166,381,634	\$ 177,389,246	\$ 183,848,196	\$ 171,746,209	\$ 183,158,967	\$ (689,229)	\$ 11,412,758	
Surplus/(Deficit)	\$ 5,656,041	\$ 5,689,508	\$ 6,538,444	\$ 324,171	\$ 324,171	\$ (6,214,273)	\$ (0)	

The following Chart is a summary of the General and Enterprise Budgets. The FY26 Budget includes all action proposed at Special Town Meeting:

<i>General Fund Budget Classification</i>	FY2024 Expended	FY2025 Budgeted	FY2026 TM Rec	Budget Inc(Dec)
Budget Summary				
Total Town Budget Net Allocations	\$ 49,439,546	\$ 50,332,159	\$ 53,020,755	\$ 2,688,596
Total Exempt Town Debt	4,895,369	4,818,619	4,450,225	(368,394)
Total School Budget Net Allocations	66,547,565	69,320,104	72,254,850	2,934,746
Total Exempt School Debt	6,408,700	6,218,200	6,643,072	424,872
Shawsheen Tech	7,932,715	8,585,726	9,088,596	502,870
Essex North Shore Agricultural and Tech. School District	110,775	117,947	125,611	7,664
Total Budget Net Allocations/Offsets	\$ 135,334,669	\$ 139,392,754	\$ 145,583,109	\$ 6,190,355
Water Enterprise Fund	\$ 8,182,480	\$ 8,786,021	\$ 9,712,020	\$ 925,999
Sewer Enterprise Fund	\$ 7,109,644	\$ 7,160,110	\$ 7,205,030	\$ 44,920
Stormwater Enterprise Fund	\$ 1,116,200	\$ 1,147,225	\$ 1,179,800	\$ 32,575
Cable TV Enterprise Fund	\$ 406,038	\$ 431,042	\$ 484,120	\$ 53,078
Total Budget Net Allocations/Offsets	\$ 152,149,031	\$ 156,917,152	\$ 164,164,079	\$ 7,246,927

The following Chart is a breakdown of funding that made up Certified Free Cash:

General Overview and Breakdown Free Cash FY25	
FY25 Budget Turn Back - Town	\$ 1,575,454
FY25 Budget Turn Back - School	46,598
FY25 State Assessments	141,138
Local Receipts Higher than Projected (see chart below for detail)	6,226,287
Real & Personal Property	(386,909)
State Aid	396,458
DOR Adjustments for FY25	(707,016)
End of Year Adjustments Closing Out FY25	2,849,030
Total Certified Free Cash as of July 1, 2025	<u>\$ 10,141,040</u>

Breakdown FY25 Local Receipts Increase/(Decrease) over Projection	
Motor Vehicle Excise Tax	\$ 1,122,296
Hotel/Motel Tax	664,206
Meals Tax	230,955
Other Excise Tax	(1,461)
Penalties and Interest on Taxes and Excises	47,554
Payment In-Lieu of Taxes (PILOT)	70
Charges for Services - Ambulance	408,617
Fees	83,481
Rentals	36,949
Other Departmental Revenue	-
Licenses and Permits	438,020
Fines and Forfeits	18,943
Interest Earnings	1,836,955
Misc. State and Other Revenue	-
SPED Medicaid Reimbursement	576,331
Recurring Revenue	-
Non-Recurring Revenue (Account Close outs)	763,371
Total Local Receipts	<u>\$ 6,226,287</u>

Note: "DOR adjustments" above the Massachusetts Department of Revenue makes adjustments for any deficit balances in other Funds. These deficits are mainly grants or reimbursements not received at the close of the Fiscal Year but will be reimbursed in FY25.

The following Chart provides a breakdown of funding that made up Cable TV Retained Earnings:

General Overview and Breakdown Cable Retained Earnings FY25	
Previous Year Retained Earnings Carried Over	\$ 2,710,111
FY25 Budget Turn Back	83,261
FY25 Revenue Above Projection	54,918
Cable Investment Income	131,696
End of Year Adjustments Closing Out FY25	12,121
Total Cable Retained Earnings Certified as of July 1, 2025	<u>\$ 2,992,107</u>

The following Chart provides a breakdown of funding that made up Sewer Retained Earnings:

General Overview and Breakdown Sewer Retained Earnings FY25	
Previous Year Retained Earnings Carried Over	\$ 4,289,587
FY25 Budget Turn Back	149,958
FY25 Revenue Above Projection From Rates	672,118
FY24 & Prior Revenue Above Projection From Rates	181,234
Sewer Liens Lower Projection	(5,536)
Sewer Interest, Demands and Interest on Liens Compared to Projection	25,560
Sewer Connections and Fees	123,054
Sewer Application Fees and Drain layer Renewals	14,440
Sewer Rate Relief State Aid	-
Sewer Investment Income	496,424
End of Year Adjustments Closing Out FY25	273,710
Total Sewer Retained Earnings Certified as of July 1, 2025	<u>\$ 6,220,549</u>

The following Chart provides a breakdown of funding that made up Water Retained Earnings:

General Overview and Breakdown Water Retained Earnings FY25	
Previous Years Balance Retained Earning Carried Forward	\$ 863,983
FY25 Budget Turn Back	1,042,711
FY25 Revenue Above Projection From Rates	428,223
FY24 & Prior Revenue Above Projection From Rates	182,160
Water Liens Compared To Projections	132,840
Interest, Demands, Connections, New Meters and Misc.	107,296
Water Investment Income	294,314
End of Year Adjustments Closing Out FY25	232,714
Total Water Retained Earnings Certified as of July 1, 2025	<u>\$ 3,284,241</u>

The following Chart provides a breakdown of funding that made up Stormwater Retained Earnings:

General Overview and Breakdown Stormwater Retained Earnings FY25	
Previous Years Balance Retained Earning Carried Forward	\$ 1,546,848
FY25 Budget Turn Back	278,923
FY25 Revenue Below Projection From Rates	(33,843)
FY24 & Prior Revenue Above Projection From Rates	38,692
Interest/Liens	64,883
Misc. Fees	2,290
Stormwater Investment Income	53,801
End of Year Adjustments Closing Out FY25	155,163
Total Water Retained Earnings Certified as of July 1, 2025	<u>\$ 2,106,756</u>

The following table is a breakdown of Free Cash and all Reserve Funds and how they are impacted by Town Meeting

General Fund Stabilization:		Sewer Fund Stabilization:	
Balance as of 9/15/2025	<u>\$18,271,548</u>	Balance as of 9/15/2025	<u>\$4,325,249</u>
10/7/2025 STM, Article 4	<u>4,552,639</u>		
Revised Balance	<u>\$22,824,187</u>	FY2025 Cable Retained Earnings Balance:	
		Amount certified 7-1-25	<u>\$2,992,107</u>
Debt Stabilization Fund:			
Balance as of 9/15/2025	<u>\$0</u>	OPEB Trust Fund:	
10/7/2025 STM, Article 6	<u>2,500,000</u>	Balance as of 9/15/2025	<u>\$13,371,115</u>
Revised Balance	<u>\$2,500,000</u>		
FY2025 Certified Free Cash Balance:		CPA Undesignated:	
Amount certified 7-1-25	<u>\$10,141,040</u>	Balance as of 9/15/2025	<u>\$1,855,696</u>
10/7/2025 STM, Article 2	(2,469,640)		
10/7/2025 STM, Article 3	(18,761)	CPA Open Space Reserve:	
10/7/2025 STM, Article 4	(4,552,639)	Balance as of 9/15/2025	<u>\$344,808</u>
10/7/2025 STM, Article 6	<u>(2,500,000)</u>	10/7/2025 STM, Article 9	<u>(22,000)</u>
Revised Balance	<u>\$600,000</u>		<u>\$322,808</u>
FY2025 Water Retained Earnings Balance:		CPA Housing Reserve:	
Amount certified 7-1-25	<u>\$3,284,241</u>	Balance as of 9/15/2025	<u>\$1,260,913</u>
10/7/2025 STM, Article 7	<u>(1,490,000)</u>		
Revised Balance	<u>\$1,794,241</u>	CPA Historic Reserve:	
		Balance as of 9/15/2025	<u>\$675,047</u>
Water Fund Stabilization:		FY2025 Stormwater Retained Earnings Balance:	
Balance as of 9/15/2025	<u>\$2,551,254</u>	Amount certified 7-1-25	<u>\$2,106,756</u>
FY2025 Sewer Retained Earnings Balance:		FY2025 Affordable Housing Trust Fund	
Amount certified 7-1-25	<u>\$6,220,549</u>	Balance as of 9/15/2025	<u>\$5,770,405</u>

Part II

GLOSSARY OF TERMS

Town Meeting: A duly called meeting in which all Town of Tewksbury registered voters are eligible to participate in acting 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 Select Board; 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 <https://www.tewksbury-ma.gov/503/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 voter's signatures for insertion in the Annual Town Meeting Warrant, and one hundred (100) or more registered voter's 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 Select Board'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 sets the bounds of action that may be taken. Customarily the Finance Committee Chair makes the first or Main Motion or if the Article relates to the Zoning Bylaw the Planning Board Chair 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 of 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.

Procedure for voting on appropriations: No appropriations or transfers of money in excess of one hundred thousand dollars (\$100,000.00) by the Town at an Annual or Special Town Meeting shall be valid, when the Finance Committee has recommended a lesser amount than the Department Head has submitted to said Committee, unless the vote for said appropriation or transfer be taken by secret ballot. In no event shall a secret ballot be required for items under the budget article for a vote on the items.

Amendment to Personnel By-Laws: In any case where an amendment to the Personnel By-Laws is proposed and such amendment changes the salaries of Town employees, the vote of said amendment shall be by secret ballot.

Property Tax Levy: Revenue a community can raise through real and personal property taxes. Proposition 2 1/2 places constraints on the amount of the levy raised by a city or town and on how much the levy can be increased from year to year. A levy limit is a restriction on the amount of property taxes a community can levy. The maximum levy can be each year is 2.5% on the previous year's limit, plus certain allowable increases such as new growth, overrides and debt and capital exclusions.

General Fund: The fund used to account for most financial resources and activities governed by the normal town meeting/city council appropriation process.

Enterprise Fund: An enterprise fund, authorized by MGL Ch. 44 §53F½, is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services. Sewer Enterprise Fund was adopted 10/1/02, the Water Enterprise Fund was adopted 5/2/05, the Telemedia Enterprise Fund was Adopted 5/2/16, and the Stormwater Enterprise Fund adopted 10/1/19.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §5B). Communities may establish one or more stabilization funds for different purposes and may appropriate into them in any year an amount not to exceed ten percent of the prior year's tax levy. A two-thirds vote of the town meeting or city council is required to establish, amend the purpose of, or appropriate money into or from the stabilization fund. The Town has a General Fund Stabilization, a Water Stabilization Fund and a Sewer Stabilization Fund.

Raise and Appropriate (R&A): A phrase used to identify a funding source for an expenditure or expenditures, which refers to money generated by the tax levy or other local receipt.

Free Cash: Remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the balance sheet as of June 30, which is submitted by the community's auditor, accountant, or comptroller. Important: free cash is not available for appropriation until certified by the Director of Accounts.

Retained Earnings: An equity account reflecting the accumulated earnings of an enterprise fund that may be used to fund capital improvements, to reimburse the general fund for prior year subsidies, to reduce user charges and to provide for enterprise revenue deficits (operating loss).

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year.

Bond Authorization: The action of town meeting or a city council authorizing the executive branch to raise money through the sale of bonds in a specific amount and for a specific purpose. Once authorized, issuance is by the treasurer upon the signature of the Select Board.

Bond Issue: The actual sale of the entire, or portion of, the bond amount authorized by a town meeting or city council.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Community Preservation Fund: A special revenue fund established pursuant to MGL c. 44B to receive all monies collected to support a CPA program, including but not limited to, tax surcharge receipts, proceeds from borrowings, funds received from the state, and proceeds from the sale of certain real estate.

Community Preservation Act (CPA): Enacted as MGL c. 44B in 2000, the CPA permits cities and towns accepting its provisions to establish a restricted fund from which monies can be appropriated only for a) the acquisition, creation and preservation of open space; b) the acquisition, preservation, rehabilitation, and restoration of historic resources; c) the acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; d) the acquisition, creation, preservation and support of community housing; e) the rehabilitation and restoration of open space or community housing that is acquired or created using monies from the fund; and (f) a municipal affordable housing trust. Acceptance requires town meeting or city council approval or a citizen petition, together with referendum approval by majority vote. The local program is funded by a local surcharge of up to 3 percent on real property tax bills and matching dollars from the state generated from registry of deeds fees.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union.

OPEB (Other Postemployment Benefits): Many public employees earn benefits over their years of service that they do not receive until after their government employment ends. While pensions are the most common of these, other postemployment benefits generally include combinations of health, dental, vision, and life insurances. These are provided to eligible retirees and sometime to their beneficiaries, and as a group, are referred to as OPEB

Part III

SPECIAL TOWN MEETING ARTICLES THAT WILL BE AMENDED

1. None at this time.

Part IV

SPECIAL TOWN MEETING ARTICLES THAT HAVE SCRIVENER'S ERRORS

1. None at this time.

Part V

Free Cash and Reserve Balance Appropriations FY2026 STM

Session Article Description	FY2026	FY2026	FY2026	FY2026	Water	FY2026	FY2026	Article Total
	STM Raise and Appropriate	Certified Free Cash	PFAS Settlement Fund	Debt Stabilization Fund	Retained Earnings	Stabilization Fund	CPA Open Space Reserve Funds	
	\$ 145,418,104	\$ 10,141,040	\$ 783,077	\$ -	\$ 3,284,241	\$ 18,271,548	\$ 344,808	
STM 1 General Budget R&A	165,005							165,005
STM 2 Transfer From Free Cash Capital Items		2,469,640						2,469,640
STM 3 Transfer From Free Cash Prior Year		18,761						18,761
STM 4 Transfer From Free Cash Stabilization		4,552,639				4,552,639		4,552,639
STM 6 Transfer From Free Cash Debt Stabilization		2,500,000		2,500,000				2,500,000
STM 7 Transfer From Water Retained Earnings					1,490,000			1,490,000
STM 8 Transfer From PFAS Special Revenue			400,000					400,000
STM 9 Transfer From CPA Open Space							22,000	22,000
								-
	\$ 145,583,109	\$ 600,000	\$ 383,077	\$ 2,500,000	\$ 1,794,241	\$ 22,824,187	\$ 322,808	\$ 18,670,684

OPEB Trust	FY2026 Sewer Retained Earnings	FY2026 Sewer Stabilization	FY2026 Water Stabilization	FY2026 Stormwater Retained Earnings	FY2026 Cable Retained Earnings	FY2026 AHTF	FY2026 CPA Housing Reserve Funds	FY2026 CPA Historic Reserve Funds	FY2026 CPA Undesignated Funds
\$ 13,371,115	\$ 6,220,549	\$ 4,325,249	\$ 2,551,254	\$ 2,106,756	\$ 2,992,107	\$ 5,770,405	\$ 1,260,913	\$ 675,047	\$ 1,855,696
\$ 13,371,115	\$ 6,220,549	\$ 4,325,249	\$ 2,551,254	\$ 2,106,756	\$ 2,992,107	\$ 5,770,405	\$ 1,260,913	\$ 675,047	\$ 1,855,696

Part VI

SPECIAL TOWN MEETING ARTICLE INFORMATION:

Article 1 Raise and Appropriate \$165,005

This Article will raise and appropriate funds into the FY26 budget to be used to address unfunded budget priorities as listed within the Article and detailed further on page six of this document. This additional funding resulted from the following:

- Net State Aid (State Aid minus State and County Assessments) is higher than projected for FY26. State Aid increased over projection in the amount of \$671,927. State and County Assessments are lower than projected in the amount of \$202,050. The net State Aid available for appropriation is \$873,977.

The funds will be appropriated to the following line-items for the following purposes:

Town Manager Salaries: \$11,951

The funds are for Retirement Vacation Payout for the Assistant Town Manager.

Town Manager Professional Service: \$4,800

Funds will be used for the additional cost of our social media public records archiving vendor, Civic Plus, which was not anticipated at the time of the FY26 budget development. The original contract accommodated 6,000 records a month. We have exceeded that number of records and need to increase our contract to 10,000 records a month.

Administrative Services Salaries: \$12,129

For increased salary of vacant position. At the time of FY26 budget development this position was budgeted for a Senior Accountant Clerk. The experience of the person hired required the position to be filled at an Administrative Assistant's grade.

Planning Professional Services: \$10,500

The Sealer of Weights and Measures funding in the FY26 budget resides in the Community Development Department under professional services. At the time, it was budgeted for NMCOG providing the services at \$19,500. In March the Town contracted with the Town of Chelmsford for \$2500/ month for a total of \$30,000. The contract was not finalized until after the FY26 budget was adopted. This resulted in the \$10,500 increase.

Fire Regular Salaries: \$46,000

Funds will be used to cover unanticipated early retirement notices and incentives and two resulting promotions.

Emergency Management Salaries: \$5,000

Funds will be used to provide a Stipend for the Emergency Management Director. This position has been vacant, and it is necessary for coordination of Town Departments, collaborating with State Emergency personnel and developing planned responses to potential events. An individual in the Fire Department has received training in this area and will continue to receive training. This person will be designated for the position.

Emergency Management Professional Services: \$15,000

Funds are needed to support the town's emergency management department. A small operating budget is needed to acquire supplies necessary to respond to certain anticipated emergencies. Some of these things may be reimbursable if a "State of Emergency" is declared for a particular event.

Building Regular Salaries: \$16,040

During FY26 budget development, not enough funds were budgeted for base salary and step increases for two positions. The Building Commissioner's position and the Administrative Assistant position did not receive the right step increases and the longevity was not included in the administrative clerical position.

DPW Admin Salaries: \$43,585

Funds are needed for a new custodial position for the new DPW/School facility and the existing old facility. This position is funded for 43 weeks. The annual salary will be \$52,910.70.

Article 2 Transfer \$2,469,640 from Free Cash

This article transfers funds from certified free cash for the following one-time expenditures list below. Free Cash was certified as of July 1, 2025, in the amount of \$10,141,040. The amount was generated from local receipts exceeding projections by \$6,226,287 and a breakdown is in charts on page eight of this document. In addition, the FY25 Town Budget turn back of unspent funds totaled \$1,575,454. Notable areas of surplus: \$117,709 in Health Insurance, \$130,168 Rubbish/Collection, \$150,692 across multiple DPW budgets, \$161,153 RECC savings, \$148,559 across fire budget and \$131,092 across Police Budget. The remaining \$707,476 is from various Department Salary, Operating and Capital Outlay Budgets. The remaining free cash is made up of accounting adjustments related to closing of the fiscal year. This includes the closing of purchase orders and completed special purpose funds to fund balance as part of the closing process.

Facilities & Grounds Truck 2025 Ford 350: \$120,000

Funding will be used for a new truck that will replace a 2017 F150 which has become obsolete. The F&G's demands and responsibilities have expanded, and the new truck will have bins to carry tools, stocking items, equipment, and have more power to push snow, to ensure the high-quality services are delivered to residents.

Facilities & Grounds Field Stripe Painting Machine: \$21,000

Funding will be used to replace the 2014 spraying machine, which is used 3-4 times a week to paint lines on the athletic fields. It is the most used piece of equipment from April to November.

Facilities & Grounds AC Unit: \$20,000
Funding will be used for the second unit to be replaced at the REC center, which is starting to break down. Removing existing condenser and disposal of V-Coil and furnish and install new Carrier Condenser.

Facilities & Grounds Kubota Tractor & Equipment: \$18,000
Funding will be used for a new Lawn Mower with a collection system. It will be used to trail around and mow the Historical Cemeteries, Town Hall and other Municipal Buildings and will help with spring and fall cleanup. This will make the department more efficient in the demands of keeping the grounds in shape.

Police Station Improvements - HVAC: \$8,000
Funding will be used to repair the drive that runs the damper motor for the fresh air intake. It replenishes fresh air to cool the station down in the fall. It uses fresh air instead of turning on chiller (which would lead to inefficiencies and increased costs).

Police Station Improvements Walkway: \$14,100
The Police Station Walkway is 29 years old and needs repairs as it is becoming a safety hazard. This funding will repair the old concrete ramp and existing block wall. The ramp will also be reconstructed, and entire structure will be concrete, and handrail will be rehabbed and painted addressing the current hazard and deterioration of walkway.

Police Motorcycles: \$35,118
Funding is for replacing three motorcycles from 2019 and 2014 for two new ones. The three motorcycles have been used extensively and have been identified as needing replacement. Based on the needs of the department, motorcycles are used for traffic enforcement, patrols, special events and community policing, the department is only requesting two new motorcycles. The trade in value of the three motorcycles are \$17,800, and total cost of \$35,118 includes the uplifting, lights, sirens, radio and equipment.

Police ATVs: \$24,122
Funding is for replacing three ATVs from 2016 and (one is in fleet from 1997 only used for training). The department is looking to replace the two 2016 ATVs, which are used for search operations for missing people, suspects, and have been used many times with the vast land trails that are in town. The department purchased a UTV in 2023 and having the ATVs gives the police department the ability to spread out the search area and cover a variety of terrains and situations. The trade in value is \$6,000 for the two 2016 ATVs, and total cost would be \$24,122 which would include the uplifting, lights, sirens, radio and equipment.

Fire Equipment: \$9,300
Funding will be used to purchase two new Precor 531 treadmills (or similar model). They will be housed at the South and North Fire Station. The current treadmills at both locations were delivered as used equipment and are due for replacement. Providing reliable fitness equipment is essential in supporting the fire personnel's commitment to the physical and mental wellness of the department.

Livingston Restrooms: \$200,000

The recreational field complex is in need of restroom facilities. The costs involve bringing in the sewer and water line connection from the street and purchasing a prefabricated restroom structure that is easy to maintain, clean and winterize.

DPW Road & Sidewalk Improvements: \$2,000,000

One million dollars (\$1 million) of the funding for DPW Road and Sidewalk Improvements will be used to supplement the federal grant funding previously approved for the Livingston Street Transportation Improvement Project. \$850,000 in Community Project Funding has been approved by the U.S. Dept. of Housing and Urban Development through Congressman Seth Moulton's office for this transportation improvement project which includes roadway and sidewalk infrastructure improvements on Livingston Street between East Street and Roy's Way. One million dollars (\$1 million) of the funding, along with any unused balances from the Livingston Street Transportation Improvement Project, will be used to advance our Pavement Management Program beyond what is planned using Chapter 90 funds, currently budgeted at \$445,000.

Article 3 Transfer from Certified Free Cash \$18,761 for unpaid Invoices

Funds are being used to fund these unpaid bills that were received after Fiscal Year 25 ended. The unpaid bills are:

Impact Fire Services annual inspection for fire suppression services for Council on Aging:
\$860.25

Brox Industries drum material for the DPW: \$14,647.68

CMB Tractor parts used for repairs for DPW: \$1,289.00

Kraft Power service calls at pump stations for DPW: \$1,964.07

Article 4 Transfer \$4,552,639 from Certified General Fund Free Cash to the Town Stabilization Fund

Funds are being transferred into the Stabilization Fund to increase the fund balance to be used for future one-time capital expenditures or emergencies that the Town may encounter. Both the Town and Schools have future capital needs, and this fund will assist in addressing them. This article includes an amount of \$2,108,244 which is replenishing the Stabilization Fund for one-time capital expenditures approved from this fund at the Annual Town Meeting. The remainder being moved into stabilization is \$2,444,395. The two amounts total \$4,552,639, which exceeds the 25% minimum contribution policy from Free Cash to stabilization.

Article 5 Establishing the Debt Stabilization Fund

Article 5 looks to establish a special purpose stabilization fund pursuant to Mass. Gen. L. c. 40 Sec. 5B to be known as the Debt Stabilization Fund for the specific purpose of funding debt service.

Article 6 Transfer \$2,500,000 from Certified General Fund Free Cash to the Town Debt Stabilization Fund

Funds are being transferred into a newly created Debt Stabilization Fund to increase the fund balance to be used for offsetting future debt payments and lessening the tax impact on residents for future borrowing costs.

Article 7 Transfer \$1,490,000 from Water Retained Earnings

This article transfers funds from Water Enterprise Fund Retained Earnings for the following one-time expenditures list below. Water Retained Earnings were certified as of July 1, 2025, in the amount of \$3,284,241. See the chart at the end of this handout which outlines how Water Retained Earnings were generated. Retained Earnings are the cumulative surplus of funds in an Enterprise Fund, as certified by the Massachusetts Department of Revenue.

Water Infrastructure Improvements: \$1,000,000

Additional funding for Water Infrastructure will be used to finalize the design and to fund construction of the water main replacement and new water service connections on Nelson Avenue from Marshall Street to Main Street with construction anticipated to occur during the 2026 construction season. If any funds remain after the completion of that work, those funds would be utilized to advance the design and construction of other water main replacement projects.

Sludge Residual Process Alternatives Analysis: \$90,000

An analysis will be performed to understand the available options for handling and disposal of the sludge residuals from the treatment and filtration process at the Water Treatment Plant (WTP). Currently, the sludge residuals are combined with compost at the DPW and disposed of at farms and landfills as cover materials. This process is not sustainable as increased regulatory requirements are making disposal locations more difficult to find.

Pump & Variable Frequency Device (VFD)

Replacements at Water Raw Intake: \$400,000

Due to the increased cost of the pumps and VFDs as well as the labor needed to perform the replacement, additional funding is required. The raw water pumps are reaching the end of their life expectancy. Replacement of the pumps and associated VFDs ensures operational integrity and drastically reduces maintenance costs and concerns. If any funds remain after the completion of that work, those funds would be utilized to advance the design and construction of other WTP projects.

Article 8 Transfer and Appropriate \$400,000 from PFAS Settlement Fund

This article seeks to assess the operational structure of the Water Treatment Plant to determine if efficiencies can be realized through the elimination of the third shift. It also seeks to fund capital enhancements necessary to make this change which includes but is not limited to SCADA enhancements and Cybersecurity enhancements.

Article 9 Transfer \$22,000 from CPA Open Space Fund Balance

This article would allow for the rehabilitation and upgrades to the Gary T. Strong Memorial baseball Field. This is the only full-sized baseball field in the Town. It was last rehabilitated in 2016. Over the last 10 seasons the field has sustained wear and tear. It is not on par with other playing fields in the Merrimack Valley League. The project can be completed in the Fall of 2025.

Article 10 Authorize the Select Board to enter into lease agreement

This article would allow for the lease of the North Street Elementary School within the statutory requirement of thirty (30) years. Leasing this property will avoid the demolition costs the Town would pay if the building remains empty.

Article 11 Home Rule Petition

The Article seeks a Home Rule Petition to allow the Town to lease the North Street Elementary School for more than the statutory requirement of thirty (30) years but not to exceed ninety-nine (99) years.

Article 12 Authorize Lease of Heath Brook School property

This article would allow the Town under State procurement laws to lease a portion of property at the Heath Brook School to a cellular carrier or tower company. There is a demonstrated need in this coverage area for cell coverage. This use would generate annual revenue for the Town.

Article 13 Amend General Bylaw for Stormwater Regulatory Authority:

The proposed amendments to the Town Bylaws concerning stormwater management and erosion control will transfer permitting authority for this section from the Planning Board to the Conservation Commission to be more consistent with the administration of Massachusetts Department of Environmental Protection (Mass DEP) regulations.

Article 14 Accept Easement:

This article seeks to allow the Select Board to accept a sidewalk easement located at 2131 Main Street, Tewksbury, MA. It was submitted by a petitioner.

Article 15 Accept Easement:

This Article seeks to allow the Select Board to abandon the current 8' wide easement and to accept a relocated drainage easement 14.5 feet to 20 feet in width located at 19 Bemis Circle, Tewksbury, MA. The relocated easement will allow the Petitioner to build an addition to their home.

Appendix A

Town of Tewksbury Overall Financial Management Policies

Introduction

The following financial principles set forth the broad framework for overall fiscal planning and management of the Town of Tewksbury's resources. In addition, these principles address both current activities and long-term planning. The principles are intended to be advisory in nature and serve as a point of reference for all policymakers, managers and advisors. It is fully understood that Town Meeting retains the full right to appropriate funds and incur debt at levels it deems appropriate, subject of course to statutory limits such as Proposition 2 ½. The principles outlined in this policy are designed to ensure the Town's sound financial condition now and in the future. Sound Financial Condition may be defined as:

- Cash Solvency - the ability to pay bills in a timely fashion
- Budgetary Solvency - the ability to annually balance the budget
- Long Term Solvency - the ability to pay future costs
- Service Level Solvency - the ability to provide needed and desired services

It is equally important that the Town maintains flexibility in its finances to ensure that the Town is able to react and respond to changes in the economy and new service challenges without measurable financial stress.

Definitions

Fund Balance – The difference between assets and liabilities reported in a governmental fund (Also known as fund equity).

Undesignated Fund Balance – Monies in the various government funds as of June 30 that are neither encumbered nor reserved and are therefore available for expenditure once certified as part of free cash.

Stabilization Fund – A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §5B). Communities may establish one or more stabilization funds for different purposes. The specification and any alteration of purpose, and any appropriation of funds from any such fund, shall be approved by a two-thirds vote of Town Meeting, A majority vote of Town Meeting is needed to appropriate money into the stabilization fund.

Free Cash (Also Budgetary Fund Balance) – Remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the balance sheet as of June 30, which is submitted by the community's auditor, accountant, or comptroller. Important: free cash is not available for appropriation until certified by the Director of Accounts.

Overlay Surplus – Any balance in the overlay account of a given year in excess of the amount remaining to be collected or abated can be transferred into this account. Within ten days of a written request by the chief executive officer of a city or town, the assessors must provide a certification of the excess amount of overlay available to transfer, if any. Overlay

surplus may be appropriated for any lawful purpose. At the end of each fiscal year, unused overlay surplus is "closed" to surplus revenue; in other words, it becomes a part of free cash.

Net Assets Unrestricted (formerly Retained Earnings) – An equity account reflecting the accumulated earnings of an enterprise fund that may be used to fund capital improvements, to reimburse the general fund for prior year subsidies, to reduce user charges and to provide for enterprise revenue deficits (operating loss).

Recurring Revenue Source – A source of money used to support municipal expenditures, which by its nature can be relied upon, at some level, in future years.

Non-Recurring Revenue Source – A one-time source of money available to a city or town. By its nature, a non-recurring revenue source cannot be relied upon in future years. Therefore, such funds should not be used for operating or other expenses that continue from year to year.

Policy Statements:

1. The Town Manager shall annually prepare a balanced budget and comprehensive Budget Message as required by state law, town charter and by-laws.
2. Budgets will be established, and funds managed, using “generally accepted” accounting principles.
3. Finances will be managed to maintain financial stability over the long term.
4. Maintain facilities and provide services at a level that will ensure the public well-being and the safety of residents.
5. The town will avoid budgetary procedures that balance current expenditures at the expense of meeting future year’s expenses, such as postponing expenditures, accruing future years’ revenues, or rolling over short-term debt.
6. Ongoing operating costs will be funded by ongoing operating revenue sources. This protects the Town from fluctuating service levels and avoids concern when one-time revenues are reduced or removed. In addition:
 - a. Fund Balances such as Certified Free Cash, Stabilization Fund, Overlay Surplus and Water and Sewer Net Assets Unrestricted (formerly Retained Earnings) should be used only for one-time expenditures such as capital improvements, capital equipment and unexpected or extraordinary expenses. In all cases, use of Fund Balances should be avoided for routine and recurring operational expenses.
 - b. Annually, after Free Cash Certification:
 - At least \$600,000 will be set aside for potential snow and ice deficit;
 - At least \$650,000 will be set aside to be transferred into the Other Post-Employment Benefits Trust Fund;
 - At least 25% of the remaining certified free cash will be used to fund the capital budget and one-time capital expenditures;
 - At least 25% of the remaining certified free cash will be placed into the Stabilization Fund;
 - c. New operating costs associated with capital projects should be funded through the operating budget but reflected in the capital improvement plan.

Fiscal conditions may affect the implementation of this policy. The allocations stated in this policy do not mean that additional funds cannot be allocated to the Stabilization Fund

from Free Cash. It means that these are the minimum amounts recommended for the certified Free Cash.

7. The Town will maintain a Stabilization Fund as its main financial reserve in the event of an emergency or extraordinary need and to be used to fund on-time expenses, capital projects or capital equipment. It shall be the goal of the town to achieve and maintain a balance in the Stabilization Fund of 3% to 5% of its operating budget.
8. Enterprise Funds pursuant to MGL Chapter 40, Section 39, shall be designed to generate sufficient revenues to support the full cost (direct and indirect) of operations and debt and provide debt service coverage, if applicable, and to ensure adequate and appropriate levels of working capital. Fees should be reviewed annually in relation to the cost of providing the service. Ongoing routine, preventive maintenance should be funded on a pay-as-you-go basis. The term of debt for enterprise funds generally shall not exceed the useful life of the asset and in no case shall the term exceed thirty years. All enterprise funds shall maintain a reserve of Net Assets Unrestricted which is at a minimum from 3% to 5% of its operating budget.
9. Debt service payable, when taking into consideration debt, exempt from Proposition 2 ½ and financed directly with additional taxes, on an annual basis should be no more than 10% or less than 2% of the annual operating budget. The Town should strive to issue debt for shorter periods than the maximum allowable when the statutory limit exceeds 10 years. The requirements for debt financing shall be an expenditure of at least \$25,000 and a useful life in excess of five (5) years. The term of long-term debt generally shall not exceed the expected useful life of the capital asset being financed and, in no case, shall it exceed twenty years. Long-term debt should not be incurred without a clear identification of its financing sources. The General Fund Non-exempt Debt Service shall not exceed 10 percent of General Fund Revenues. Excess appropriated bond issues shall remain in the Capital Projects Fund at the end of a project completion until rescinded by Town Meeting vote. Betterments may be assessed on all capital projects where applicable. The Town will attempt to maintain a long-term debt schedule so that at least 50 percent of outstanding principal will be paid within ten years.



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/>

Sign Up for Town of Tewksbury New and Announcements:

<https://www.tewksbury-ma.gov/list.aspx>

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: 978-851-7373

Sharps Collection Program

The Tewksbury Sharps Collection Program provides a safe and convenient way for residents to dispose of needles, syringes, and other sharps waste properly. This service is **FREE** for Tewksbury, MA residents. Sharps must be disposed of in sealable, puncture-resistant containers, as loose sharps, glass containers, or bags are not allowed. The kiosk accepts containers up to 1 gallon in size, and acceptable items include needles, syringes, lancets, and auto-injectors. Please do not dispose of sharps in regular trash, toilets, recycle bins, or leave them on top or next to the kiosk, and note that sharps from businesses or clinics will not be accepted. There are two drop-off locations: **Tewksbury Town Hall** 1009 Main St.– Inside on the lower level and the **Tewksbury Senior Center** 175 Chandler St. inside the building, next to the clinic office/pool room.

