



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
APRIL 22, 2024**

**Members Present:** Chair John Burrows, Vice Chair Dina Favreau, Secretary Michael Rosa and Member Michael Riley

**Members Absent:** Member Kimberly Conway

**Staff Present:** Town Manager John Curran, Assistant Town Manager Clancy Main, and Director of Administrative Services Robert Maynard

Chair Burrows called the meeting to order and stated that the meeting is a hybrid meeting with a Zoom option.

**Call to Order 7:00 PM**

The Pledge of Allegiance was recited.

Secretary Rosa stated that agenda items #13, #14, and #16 will not be discussed tonight and be placed on another agenda.

**1. Open Microphone**

Mary Leach– Ms. Leach stated that Clean Up Green Up Day was held on April 20<sup>th</sup>. Residents signed up online and trash bags were provided. Even though it rained, volunteers still came out to clean up and it was an amazing day.

Billy Reed of 60 River Street – Mr. Reed stated that the crosswalks in the Town Center are a mess and need to be updated with lights. This is a safety issue. He has almost been hit a few times.

Andrew Jennings of 29 Talbot Avenue – Mr. Jennings stated that the North Billerica Train Station is in awful condition and needs serious maintenance. He submitted pictures of the status of the station. Mr. Jennings asked that the Select Board do whatever they can to clean up this station.

Paul McCarthy, Recreation Department – Mr. McCarthy asked that the Select Board continue to support a new recreation center. The location isn't as important as the building itself.

Carole Reardon of 18 Pinedale Street – Ms. Reardon stated the behavior of board and committee members is awful. There are members of this board that call residents liars. There are Board of Health members who shamed her for being a stay-at-home mom. She has tweets that show she was attacked. This behavior charges the political parties. There is an opioid crisis and members are using health issues to attack other people.

John Bartlett of 9 Edgar Road – Mr. Bartlett stated that he is Chair of the Recreation Commission. He would like to discuss Article 14. The CFC had many public meetings to come up with the design and location. He asked that the Select Board not put the article in jeopardy. Article 14 only deals with the funding of the building; the location could be looked at later.

**2. Vacancies on Boards and Committees**

Secretary Rosa read the openings on Boards and Committees.

**3. All Other Announcements May be Viewed on the Town of Billerica Website**

**Public Hearing**

**4. National Grid and Verizon- #30928844 - #64 Baldwin Road - National Grid to Relocate 1 JO Pole on Baldwin Road beginning at a point approximately 25' southerly from existing Pole #26 Baldwin Road by request of owner in order to move pole away from driveway at 64 Baldwin Road**

**MOTION** - Secretary Rosa made a motion to open the public hearing for National Grid at 64 Baldwin Road #30928844 at 7:12 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

Alec Birdsong appeared for National Grid to discuss the pole petition for 64 Baldwin Road. This petition is to relocate one pole in order to move it away from the applicant's driveway.



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Secretary Rosa asked if any abutters contacted National Grid with any concerns. Mr. Birdsong replied no. Secretary Rosa asked if National Grid has read the DPW comments and is aware that they must contact the DPW directly for marking the water and sewer lines. Mr. Birdsong replied yes.

There were no comments from the public in person or via Zoom.

**MOTION** - Secretary Rosa made a motion to close the public hearing at 7:15 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**MOTION** - Secretary Rosa made a motion to approve the National Grid and Verizon Pole Petition #30928844 - #64 Baldwin Road for National Grid to Relocate 1 JO Pole on Baldwin Road beginning at a point approximately 25' southerly from existing Pole #26 Baldwin Road by request of owner in order to move pole away from driveway at 64 Baldwin Road. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**Approval of Meeting Minutes**

**5. March 18, 2024 Regular Session**

**MOTION** - Secretary Rosa made a motion to approve the Select Board minutes of March 18, 2024 as submitted. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**12. Change in Location of Tent for Billerica Farmer's Market – Approval and Vote if necessary**

Crystal Thomas appeared for the request to change the location of the tent at the Farmer's Market from the side to the center of the setup.

**MOTION** - Secretary Rosa made a motion to approve the relocation of the large tent for the Billerica Farmer's Market from the side to the center. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**17. D & P Enterprises, Inc d/b/a Pizza Mia located at 758 Boston Road – All Alcohol Restaurant – Change of Manager – New Manager, Samantha L. Caetano**

Attorney Stephen Lentine appeared for the request for a change of manager at Pizza Mia. Samantha is the daughter of the owner and will be taking over the responsibility of manager.

The Board had no questions and wished Ms. Caetano good luck.

**MOTION** - Secretary Rosa made a motion to approve the Change of Manager application for D&P Enterprises dba Pizza Mia with the new manager to be Samantha L. Caetano. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**19 Request to Use the Town Common on Sunday, April 28, 2024 from 12:00 PM to 3:00 PM for a May Day Celebration – Requested by Trek Reef**

Vice Chair Favreau stated that Mr. Reef could not be here tonight, but this is a celebration of spring known as May Day. This is a fun family event.

**MOTION** - Secretary Rosa made a motion to approve the request to use the Town Common on Sunday, April 28, 2024 from 12:00 PM to 3:00 PM for a May Day Celebration. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**20. Discussion and Possible Vote to Purchase a New Weatherproof American Flag for the Town Common – Requested by Chair Burrow**

Mr. Maynard stated that they have already ordered a weatherproof flag for the Town Center and Talbot Oval.

Chair Burrows stated that it should be 18" x 30" for the big holidays. We need to get the pulleys fixed on the Town Common flagpole.



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**18. Spring Fling Community Fair Sponsored by BSAP – Saturday, May 11<sup>th</sup>, 2024 from 10:00 AM to 3:00 PM at Shawsheen Valley Technical High School - Request (4) 18” x 24” Signs on the Common from April 23, 2024 to May 11, 2024 – Requested by Vice Chair Favreau**

Vice Chair Favreau stated that she is very excited for this event. There will be health and wellness activities, food trucks, vendors, crafts, a DJ and games.

**MOTION** - Secretary Rosa made a motion to approve the (4) 18” x 24” Signs on the Common from April 23, 2024 to May 11, 2024 for the Spring Fling Community Fair Sponsored by BSAP on Saturday, May 11<sup>th</sup> from 10:00 AM to 3:00 PM at Shawsheen Tech. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**Appointments**

**6. Select Board – Standing Committees – 2024/2025**

Chair Burrows presented the Select Board Standing Committees for 2024/2025. The one question was the appointment to the LRTA, which Mr. Andrew Jennings stated that he will be continuing.

**7. Billerica Substance Awareness and Prevention Committee – Darlene Torre**

**MOTION** - Secretary Rosa made a motion to appoint Darlene Torre to the Billerica Substance Awareness and Prevention Committee as a Select Board appointment with an expiration of June 30, 2027. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**8. Scholarship Committee – Dana Reardon and Denise Reardon Salemme**

**MOTION** - Secretary Rosa made a motion to appoint Dana Reardon to the Scholarship Committee with an expiration of June 30, 2027. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**MOTION** - Secretary Rosa made a motion to appoint Denise Reardon Salemme to the Scholarship Committee with an expiration of June 30, 2027. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**Old Business**

**9. Town Manager’s Report**

**• Professional Recognition/ Flushing Program**

Mr. Curran stated that the flushing program started on April 16<sup>th</sup> in West Billerica and Treble Cove Road. All residents were notified. He would like to thank Water Superintendent Todd Melanson and his crew for their hard work.

Member Riley thanked Mr. Melanson and his team for the work they are doing.

Secretary Rosa asked that Mr. Melanson come in before us on a future agenda.

**• Emergency Relief Money**

Mr. Curran stated the Board asked him to look into this relief to see if it could be allocated directly to residents. It was determined that the intent was to aid municipalities, but it could be given directly to residence as long as it was done in coordination with local emergency relief organizations.

Member Riley stated that Ms. Hunt on Susan Drive called him and asked for assistance with the flooding. Mr. Curran suggested having an independent person dole out the money.

Vice Chair Favreau stated that she is glad to see the language to allow payment to residents. There will be a cost for oversight, and it will probably total about 10% of the claim payout. Mr. Curran replied that they are going to look at partnering with the MIAA. He will get back to the Board with the cost. Vice Chair Favreau asked if you are going to use the documents that were submitted last year. Mr. Curran replied that people only submitted estimate of cost and no



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receipts were submitted. Vice Chair Favreau stated that this could be burdensome for the residents. The industry standard is to pro-rate the share because people will have great amount of damage than others. The claim denial on insurance is not appropriate.

Secretary Rosa stated that this should be on our next agenda. The 155 who responded initially should take priority. He would suggest that they go with an outside person unless it costs 10% then we should create a subcommittee.

Chair Burrows agreed that it should be an independent adjuster.

- **Tree Seedling Giveaway**

Mr. Curran stated in honor of Arbor Day and Earth Day, 400 tree seedlings of various species to give away to residents. Within a week of posting, all trees were sold out. Pick up will be on April 27<sup>th</sup> from 10:00 AM to 2:00 PM at the Town Hall parking lot. Thanks to Senior Planner Katherine Malgeri and Secretary Rosa for bringing this opportunity to the Town.

Chair Burrows stated that this is a great program, and we should order more trees next year. Secretary Rosa stated that Mr. Jennings is the one that started this whole program when he brought in a flyer of tree seedlings.

- **Calabrese Stadium Bleachers**

Mr. Curran stated that the bleachers have been removed. There will be loom and grass seed added where the bleachers were.

- **IAGB Wellness Fair**

Mr. Curran stated that the IAGC will be hosting a Wellness Fair on April 28<sup>th</sup> from 12:00 – 5:00 PM in front of Town Hall.

Member Riley stated that this is a great bunch of wonderful people.

Chair Burrows stated that this is always a good time.

- **Groundwater Tables**

Mr. Curran provided groundwater tables from the USGS. Groundwater is at one of the highest levels since the USGS started observing them.

Vice Chair Favreau stated that this was interesting and eye-opening and asked what the next steps were. Mr. Curran replied that they will be making the necessary repairs on our storm water systems.

Secretary Rosa stated that large developments create more impervious surface and there are less trees.

- **Water Meter Invoices**

Mr. Curran stated that the Spring Town Meeting of 2017 authorized purchasing water meters and the installation of these meters. It was known at that time that this was not sufficient and would require a change order. Due to COVID, this project was delayed. The original article covered 13,875 meters and the new article will cover the remaining 620 meters.

Member Riley stated that we need to have better record keeping moving forward.

Secretary Rosa stated that this is disappointing that Town meeting didn't know it was stalled.

Chair Burrows asked if a new home is built do they purchase a meter. Mr. Curran replied yes.

- **Shawsheen Article for Stabilization Fund**

Mr. Curran provided Town Counsel response to questions asked by Vice Chair Favreau.



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Vice Chair Favreau asked if the other towns approve it, we have no option. Mr. Curran replied that they only need the majority of towns to be in favor and then Billerica is obligated to pay it.

Secretary Rosa stated that he doesn't believe the other towns have voted. He supports Shawsheen but we can't increase their budget 5% especially with no preparation. He will talk more about this during the Warrant Article discussion but they can go to the Department of Education and get even more.

- **Preservation Massachusetts – Mayor Thomas M. Menino Legacy Award**

Mr. Curran stated that the How School project was awarded the Mayor Thomas M. Menino Legacy Award.

Secretary Rosa stated that this is well deserved.

**10. Preliminary Warrant Articles – Discussion and Possible Vote**

Mr. Curran stated that there are few articles remaining.

Mr. Curran stated that Article 4 has had no movement. We can convene to discuss it later if there are any changes. Secretary Rosa stated that we can always dismiss the article at Town Meeting.

Mr. Curran stated that Article 5 and 6 are not ready.

Mr. Curran stated that Article 19 is for \$1.5 million for the easements and \$500,000 for engineering which is less than the original proposed \$3.2 million. The bonding will be for \$2 million. Secretary Rosa stated that he agrees that the amount should be \$2 million. The center project included a bike path, and we should leave the options open. Mr. Curran added that we cannot use the \$1.5 million from the center but maybe use surplus ARPA funds.

Vice Chair Favreau asked if a title search was done on the railroad for Yankee Doodle Bike Path. Mr. Curran replied yes, it is not owned by the MBTA. The town owns one side to the centerline and the abutters own the other. Vice Chair Favreau asked if those easements are included in this article. Mr. Curran replied yes.

**MOTION** - Secretary Rosa made a motion to recommend Article 19 as amended with a cost of \$2 million to Town Meeting. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

Member Rosa stated that Article 29 deals with the Shawsheen Tech stabilization fund. We need to do what is best for Billerica. There is an article from the Shawsheen Tech Superintendent that says once this is voted in, we can't get out of it. He supports Shawsheen Tech but can't support this. This could add up to an additional 5%. This year for example. Our payment for FY25 was \$11,139,241 that included a 4.9% increase of \$520,587. If we had an additional 5% increase on top of that, it would be \$556,962 for a total additional \$1,077,549. That is unacceptable. Only 2 out of the 10 school committee members are from Billerica. It only takes 6 members to pass this. They can also go to the Board of Education and ask for a higher percentage. Billerica is the largest contributor. This is not the right thing for the town, and we have no control.

Member Riley stated that he originally supported this but would be interested to see what the other towns vote. If the other towns support this, do we have a say? Mr. Curran replied no.

Vice Chair Favreau stated that there are so many red flags and the biggest is the town not having control. She likes the idea of a stabilization fund but not being funded this way.

Chair Burrows stated that this is a school funding problem because the budgets are based on property assessment.

**MOTION** - Secretary Rosa made a motion to withdraw Article 29 from the Town Meeting warrant. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

Secretary Rosa stated that Articles 31 and 32 were on the warrant last year and he asked them to be removed. They have been added to this warrant and he did meet with the DPW, and some things were changed but there are still issues that need to be addressed. The threshold of 500 SF is ridiculous. This is a driveway or patio. They are going after the homeowners criminally if they don't comply even if they hired a professional to do the work. They say that this is to





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help with water going onto other people's property, but we have a bylaw that says water runoff cannot be more post construction than pre-construction. There are other ways to get compliance. Article 31 should be removed, and a subcommittee should be set up to include 2 Select Board members, the DPW Director and Town Engineer and then bring this back in the fall.

**MOTION** - Secretary Rosa made a motion to withdraw Article 31 from the Town Meeting warrant. The motion was seconded by Vice Chair Favreau and after discussion voted 3-1-0. Member Riley voting against the motion.

Mr. Curran stated that there has been a tremendous amount of work being done on this. The 500 sf is already in place. The criminal language is boiler plate and already in place and the reason that we are making these changes is to try to prevent flooding. This bylaw provides oversight, and the regulations protect the homeowners. Secretary Rosa stated that is not accurate. We are not deregulating the regulations and over 50% of the current regulations have been changed and the changes do not benefit the residents. If it was only moving oversight from the Board of Health to the DPW, that is not a big deal. There is also an issue with the right of easement language in Article 32 that needs to be corrected.

Vice Chair Favreau stated that this came before the Rules Committee last year and the most important issue was public input. We need additional levels of oversight.

Member Riley stated that he voted against this last year and does believe that oversight is needed. What is the appeal process today? Kelley Conway stated that it goes before the Board of Health and like Mr. Curran said, most of the changes involved residents, contractors and engineers.

Chair Burrows stated that the burden of appeal lies on the homeowner.

**MOTION** - Secretary Rosa made a motion to withdraw Article 32 from the Town Meeting warrant. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

Secretary Rosa stated that he would like to make a motion to create the subcommittee. Member Riley stated Point of Order, which is not on the agenda. Secretary Rosa agreed and asked that creation of this subcommittee be on the next agenda.

Vice Chair Favreau stated that Articles 34, 35 and 36 are still in committee and should wait until the fall.

**MOTION** - Secretary Rosa made a motion to withdraw Article 34 from the Town Meeting warrant. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**MOTION** - Secretary Rosa made a motion to withdraw Article 35 from the Town Meeting warrant. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**MOTION** - Secretary Rosa made a motion to withdraw Article 36 from the Town Meeting warrant. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

**11. Discussion and Vote of Locations of Proposed COA and Recreation Center – Requested by Secretary Rosa**

Secretary Rosa stated that the location of these buildings were never part of the article. On April 3, 2024, PHR and the Vining site were discussed. Article 97 is on the tennis court and the Town Manager has already reached out to move them. The Select Board should have been involved. This has to go through the legislative process. Why would we want to remove tennis courts that are fine, only to spend tax payer dollars to rebuild them at the Vining School? The Vining School has 13 acres with 4.5 of those acres being uplands and is more suitable for the Recreation Center and would allow them to expand. There is no room for expansion at PHR.

Member Riley stated that the Capital Facilities Committee (CFC) did look at different location and the Select Board did vote on the locations. Chair Burrows stated that the CFC was supposed to recommend but come back before this Board. Secretary Rosa stated that the CFC was only an advisory committee.



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Secretary Rosa stated that the Vining School has 4.5 acres of usable space. The only space at PHR is the 30,800 SF over the tennis courts. In 2019, the Recreation was ok with the Vining location but now they are not. PHR had to put up no parking signs because there is not enough parking now. The cost analysis was not factored in. The Article 97 is exchange for a Parc Grant. He also disagrees with the evaluation matrix that the Abacus presented and questioned who determined the color code. It is definitely skewed to PHR and the current COA site. The LRTA is available to both the Vining and Cider Mill sites. The Vining has more usable space, better parking, and is only open space because we tore down a school. As far as safety concerns, there was an elementary school in this location for over 50 years with recess in the front, back and side of the school, so this is more safe than kids walking to PHR with no sidewalks and through a busy parking lot.

Secretary Rosa stated that on the COA, an addition 2,000 SF is not enough for the highest growing population in Town. There is no room for expansion at their current site and there is still limited parking. With the Cider Mill location, there is room for a one-story building with a 20' wide entrance. A sewer line was installed in 2013. There is no cost for a feasibility study and no costs for the demolition of the current building. There will not be a need for finding room or renting trailers during a 22 month construction period and there will be lots of room for parking. The LRTA has a stop on Andover Road which provides public transportation, and it is walkable to the Town Center. When the High School was being proposed her, the soil borings came out clean so this should not be an issue.

Vice Chair Favreau stated that Secretary Rosa makes great points, and she would like to see Kohlrausch and Ditson parks upgraded regardless of what happens with the COA and Recreation. Article 97 has been a bigger issue than was originally thought. She would recommend withdrawing Article 14 and hold a Special Town Meeting with these two separate articles. The locations are not in the article, but she agrees that the other locations need to be looked at. The Recreation Center is a priority.

Secretary Rosa point of order. If we want, we can go back to Agenda Item #10 and discuss the warrant but right now this agenda item is to discuss the locations.

Member Riley stated that everything was brought up during the CFC hearings. David Larsen gave a presentation on safety improvements at PHR if the Recreation was to be located there. He agrees with the points, but this went through a 3-year process. This will add confusion and costs will change. We have both demographics in town that need new buildings and we should let Town Meeting speak. Vice Chair Favreau stated that we had just learned of Article 97 within the last month and asked who authorized the Town Manager to submit the request on April 3, 2024 to move it to the State. If the State denies this request, then both projects could be impacted.

Mr. Curran stated that there is miscommunication. He only researched it, and he hasn't submitted anything to the State yet. The Select Board needs to approve it, but he laid out the groundwork.

Chair Burrows stated that no one is saying they don't want the project, but the Recreation Center deserves better and should have room to grow. PHR is jammed packed, and the Vining will let them expand. For the COA, Cider Mill has plenty of room to grow and plenty of parking.

Secretary Rosa stated the building costs are what drives up the costs. Mr. Curran stated that a feasibility study was already done and not part of this budget item. Secretary Rosa stated that the CFC was an advisory committee, and the Select Board makes the decision.

**MOTION** - Secretary Rosa made a motion that the proposed location of the Recreation Center be at the Vining School property and the proposed location of the COA be at Cider Mill. The motion was seconded by Vice Chair Favreau and voted 3-1-0. Member Riley voting against the motion.

Member Riley stated that the CFC did come before the Select Board to make the recommendation and we followed the procedures.

Mr. Curran stated that the change of locations is fine, but site work is going to go up \$4-5 million. We have done no due diligence. The costs in the warrant are based on the locations originally proposed. Vice Chair Favreau stated that



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the locations are not in the warrant articles and there is no reference to locations. Mr. Curran stated that the cost is absolutely tied to the locations of the current COA site and PHR.

Vice Chair Favreau would like to go back to Agenda Item #10.

**MOTION** - Vice Chair Favreau made a motion to withdraw Article 14 from the Town Meeting Warrant. The motion was seconded by Secretary Rosa and voted 3-1-0. Member Riley voting against the motion.

**MOTION** - Vice Chair Favreau made a motion to schedule a Special Town Meeting on May 14, 2024 at 7:00 PM. The motion was seconded by Secretary Rosa and unanimously voted 4-0-0.

Secretary Rosa stated that if the Rec Center is removed from PHR, then the Article 97 issue is no longer valid. Mr. Curran replied that was correct. Secretary Rosa stated that the language referencing Article 97 should be removed.

Mr. Curran asked if you could call a Special Town Meeting if it was not on the agenda. Vice Chair Favreau stated that we did that last year with the Opioid funds.

**MOTION** - Vice Chair Favreau made a motion to create and submit Article 1 for the Special Town Meeting Warrant to Fund the Construction of a New Recreation Center with the cost of \$20,000,000 and Article 2 for the Special Town Meeting Warrant to Fund the Construction of a New Council on Aging with the cost of \$20,000,000. The motion was seconded by Secretary Rosa and unanimously voted 4-0-0

Vice Chair Favreau stated that she will forward the language to the Town Manager for each article.

**13. Discussion and Possible Vote – Updated Job Description for the Town Accountant – Requested by Member Rosa**

This item will be discussed at the next meeting.

**14. Update and Discussion on ARPA Funding Balances – Requested by Member Burrows**

This item will be discussed at the next meeting.

**New Business**

**15. Discussion on Committee Appointments – Requested by Member Burrows**

This item will be discussed at the next meeting.

**16. 2024 Community Fund Grant Recipients – Discussion and Possible Vote**

This item will be discussed at the next meeting.

**Meeting Schedule**

Secretary Rosa stated that the next meetings are May 6, 2024 and May 20, 2024.

**MOTION** - Secretary Rosa made a motion to adjourn the meeting of April 22, 2024 at 9:35 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 4-0-0.

*Respectfully Submitted by Dawn McDowell,  
Recording Secretary*





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**Exhibits for the Select Board Meeting – April 22, 2024**

**Call to order 7:00 PM**

1. Open Microphone – No Exhibits

**Announcements**

2. Vacancies on Boards and Committees – Vacancy List
3. All other announcements may be viewed on the Town of Billerica website– No Exhibits

**Proclamation**

**Fiscal Efficiency and Public Recognition**

**Public Hearing**

4. Public Hearing for National Grid and Verizon - #30928844 – (#64 Baldwin Road) National Grid to relocate 1 JO Pole on Baldwin Road beginning at a point approximately 25' southerly from existing Pole #26 Baldwin Road by request of owner in order to move pole away from driveway at 64 Baldwin Road. – Memo from NG dated 03/27/24, Petition, DPW Comments dated 04/11/24, Contract Acknowledgement dated 04/12/24, Safet Officer Comments dated 04/17/24, Electrical Inspector Comments dated 04/18/24, Assessor's List dated 04/09/24, Notice of Hearing

**Presentation**

**Approval of Meeting Minutes**

5. March 18, 2024 Regular Session – SB Minutes 03/18/24

**Appointments**

6. Select Board – Standing Committees – 2024/2025 – Memo from J. Burrows dated 04/19/24
7. Billerica Substance Awareness and Prevention Committee – Application from D. Torre dated 4/11/24
  - a. Darlene Torre (Expiration Date 06/30/27)
8. Scholarship Committee
  - a. Dana Reardon (Expiration Date 06/30/27) – Application from D. Reardon dated 04/06/24
  - b. Denise Reardon Salemme (Expiration Date 06/30/27) – Application from D. Salemme dated 04/06/24

**Old Business**

9. Town Managers Report – Town Manager's Report dated 04/19/24
10. Preliminary Warrant Articles – Discussion and Possible Vote – Preliminary Warrant
11. Discussion and Vote of Locations of Proposed COA and Recreation Center – Requested by Secretary Rosa – Abacus Presentation dated 03/18/24, PLPA Alternative Analysis PHR Complex dated 04/03/24,
12. Change in Location of Tent for Billerica Farmer's Market – Approval and Vote if necessary – Email from C. Thomas dated 04/05/24, Earmarks from the ARPA Spending Bill (no date)
13. Discussion and Possible Vote – Updated Job Description for the Town Accountant – Requested by Secretary Rosa – Updated Job Description dated 03/13/24
14. Update and Discussion on ARPA Funding Balances – Requested by Chair Burrows – Memo from J. Curran dated 04/05/24

**New Business**



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- 15. Discussion on Committee Appointments – Requested by Chair Burrows – No Exhibits**
- 16. 2024 Community Fund Grant Recipients – Discussion and Possible Vote -** Memo from D. McDowell dated 04/18/24, Community Funds Grant 2024 Applications
- 17. D & P Enterprises, Inc d/b/a Pizza Mia located at 758 Boston Road – All Alcohol Restaurant – Change of Manager – New Manager, Samantha L. Caetano –** Billerica Application dated 04/09/24, Memo from Lt. Coffey dated 04/04/24, ABCC Application dated 04/02/24
- 18. Spring Fling Community Fair Sponsored by BSAP – Saturday, May 11<sup>th</sup>, 2024 from 10:00 AM to 3:00 PM at Shawsheen Valley Technical High School - Request (4) 18” x 24” Signs on the Common from April 23, 2024 to May 11, 2024 – Requested by Vice Chair Favreau – Spring Fling Flyer**
- 19. Request to Use the Town Common on Sunday, April 28, 2024 from 12:00 PM to 3:00 PM for a May Day Celebration – Requested by Trek Reef– No Exhibits**
- 20. Discussion and Possible Vote to Purchase a New Weatherproof American Flag for the Town Common – Requested by Chair Burrows– No Exhibits**

**Meeting Schedule**

May 6, 2024 and May 20, 2024

Prior to Town Meeting (If Needed) May 7, 2024, May 9, 2024, May 14, 2024

**Approved On: June 17, 2024**