



MEMORANDUM

TO: Select Board

FROM: Clancy Main, Acting Town Manager

CC: Robert Maynard, Director of Administrative Services

SUBJECT: Town Manager's Report, August 19, 2024

DATE: August 15, 2024

Professional Recognition

My office sat down with the staff at the Council on Aging to learn more about their day-to-day operations. We were all very impressed with the work being done every day by the COA team. The Town of Billerica is a better place because of their commitment.

Conference Room Dedication

It was suggested by Bob Sallesse and Mike Higgins that the new 1st Floor Conference Room at Town Hall be dedicated to Sgt. Ian Taylor. The conference room abuts the Substance Awareness and Prevention Office where Ian spent a considerable amount of time. A memo was submitted in accordance with the

Select Board naming policy. In reviewing Policy 28.4, #4, although Sgt. Taylor was not a resident of Billerica for over 25 years, there are compelling reasons to waive this requirement if the Select Board chooses to. Per the Select Board policy, the next step is to place the name and location of the dedication on the following agenda and then for the Board to vote at a subsequent meeting.



Recreation Building

The Town, Leftfield and Abacus interviewed candidates for Construction Manager on the Recreation project. After interviewing five candidates, the Town selected BOND for their extensive experience in the industry and close ties to Billerica. The Town has held a Kick-Off Meeting with all the parties. BOND will begin reviewing the designs with Abacus to identify long lead time items that need to be ordered. As well as areas of the design that can be scaled down for cost savings that can then be applied to the outside recreational amenities.

One of the reasons that the Town and LeftField found BOND to be advantageous over the other firms was their approach to the schedule. BOND believes they can do the project in a shorter time frame than our proposed schedule. Instead of mobilizing right away they plan to spend that time ordering long lead items, and fine tuning the design with the architect. This allows BOND to bring the Town a lower price for insurance, staffing cost, and other general conditions because they won't be on site until they are ready to build the building without large amounts of lag.

DPW Appreciation Day

On Monday August 12th the Town held an Employee Appreciation Day for all DPW employees at PHR. The Town served burgers, hot dogs, chips and drinks while DPW employees played various games. It was a very successful event with more than half the employees attending. The Town will be doing this again next year.

For the rest of the employees in Town we will be hosting an Appreciation Day on August 29th similar to the one held for DPW employees at 1:30PM. I hope all the Select Board members will be able to join us!

Secondary Water Source

The Town had a secondary water source meeting scheduled with Woodard and Curran. They explored multiple options including MWRA from Burlington, Bedford and Lexington, tying into East Chelmsford Water District, tying into the Lowell Water District, various wells in Billerica, the Shawsheen, and a direct connection from the Merrimack to the Billerica Water Treatment Plant.

The ultimate goal was to have 100% redundancy. Secondary goals were cost and control over the system.

Fred, Todd and Woodard and Curran believe that a direct tie into the Merrimack was the best long-term plan.

Tying into the MWRA proved complicated for various reasons including hydraulically, infrastructure wise and the political implications of needing to run pipe through other communities.

Skate Park

The Skate Park Project went before the CPC earlier this month for funding. The CPC voted unanimously to fund this project and has submitted an article for the Fall 2024 Town Meeting. The total appropriation from the CPC is \$392,000.

Boston Road North

The project continues to move along. I walked the site with MassDOT this week. They are currently setting curbing and will be moving forward with sidewalks shortly. They plan to finish the side they are on including the brick banding, lighting, etc. by the end of the fall early winter. Once that is completed, they will move to the other side of the street.

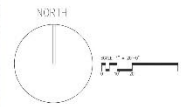
They are also in the process of moving the utilities to the new poles. They have two wires on each pole still to move. They have one pole that is causing some headaches near the Howe School. Besides that, the utilities are moving smoothly. Best case scenario the job will be completed in a year and half.

Old Ditson Park

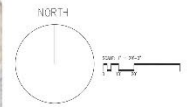
I have attached two options that were proposed to us by Warner Larson. I think they are certainly on the right track, but the proposals need a few adjustments. Internally the Town prefers option 1. I will be curious to see how the Board and neighborhood feel about the community garden, fitness area, and multi-use court field. Nothing is set in stone and will be looking forward to more input.



FORMER DITSON SCHOOL SITE - PARK CONCEPT



OPTION 1
AUGUST 12, 2024



OPTION 2

AUGUST 12, 2024

FORMER DITSON SCHOOL SITE - PARK CONCEPT



SITE AMENITIES

AUGUST 12, 2024



COMMUNITY GARDEN



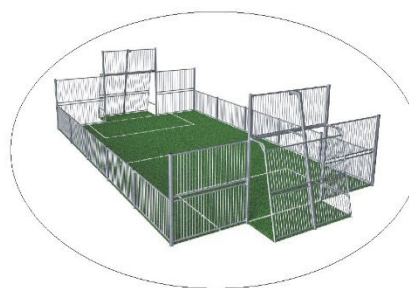
PAVILION



FITNESS ZONE



BACKED BENCHES



MULTI-USE COURT/FIELD



PICNIC TABLES

FORMER DITSON SCHOOL SITE - PARK CONCEPT



SITE AMENITIES

AUGUST 12, 2024



ORNAMENTAL FENCE



SWINGS

FORMER DITSON SCHOOL SITE - PARK CONCEPT

 **WARNER LARSON**
LANDSCAPE ARCHITECTS