



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

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

Members Absent: None

Staff Present: Town Manager Clancy Main and Recording Secretary Dawn McDowell

Call to Order 6:00 PM

The Pledge of Allegiance was recited.

Chair Burrows called the meeting to order and stated that the meeting is hybrid via Zoom.

1. Open Microphone

There was no one for open microphone in person or via Zoom.

Announcements

2. Vacancies on Boards and Committees

Secretary Rosa read the vacancy list.

3. Update of Location and Time of HERO Act Town Hall – Monday, December 2, 2024 at the Billerica Elks, 14 Webb Brook Road, Starting at 2:00 PM

Secretary Rosa read the update to the location and time of the HERO Act Town Hall.

4. All other announcements may be viewed on the Town of Billerica website

Proclamation and Public Recognition

5. Small Business Saturday

Secretary Rosa read the Small Business Saturday proclamation.

Public Hearing

6. Continued Public Hearing – Verizon New England Inc. – Renewal of the Cable Television License of Verizon New England Inc. Being Held Pursuant to Massachusetts Cable Law, Chapter 166A, Section 13 of the General Laws and Cable License Renewal Regulations (207 CMR 3.05), Section 626(h) of the Cable Act (47 USC, Section 546(h)) and Any Other Applicable Cable Television Renewal License, Laws, Regulations or Requirements, Regarding the Renewal of the Cable Television License

Mr. Main stated that they have been going back and forth with Verizon. Unfortunately, there is no senior discount for any community in the US. He spoke with the attorney for the New England region. He will bring the contract to the Board and they can decide how to handle it.

Secretary Rosa stated that we are paying the attorney to represent the Town. Mr. Main replied yes, he is part of the team. Secretary Rosa stated that a senior discount is important and we should put in language in the contract that the money used to fund BATV should come from Verizon's share and not raise the rates of our residents to fund it.

Member Conway asked how much we are getting. Mr. Main stated that 5% of the rate goes to local access, which is \$290,000 capital over the five years. They lost subscribers but the amount will be the same.

Chair Burrows stated that they lost subscribers because their rates keep going up.

Mr. Main stated that the license with Comcast is good for the next five years.

Secretary Rosa stated that if we don't renew, then they will lose all their customers in Billerica.

There were no questions from the public in person or online.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

MOTION - Secretary Rosa made a motion to continue the public hearing for Verizon until November 18, 2024 at 6:00 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

7. **Continued Public Hearing - National Grid and Verizon - #31011360 - (0, 138, 144-148) Rangeway Road - National Grid to install (2) JO poles with 2 anchors and relocate (1) JO pole and remove (1) JO pole on Rangeway Road. Install the first Pole #60-50 with 2 anchors beginning at a point ~92' from existing Pole #60 to break up the long span. Install the second Pole #61-1 with anchor ~83' across the street from newly relocated Pole #61 in order to provide electric service to a new pump station at 144 Rangeway Road for the Town of Billerica, MA. Remove badly leaning existing Pole #61 and relocate it across the street with anchors ~116' from new Pole 60-50.**

Secretary Rosa stated that this public hearing was opened at the last meeting.

Vazz Eang from National Grid joined the meeting. This pole petition is to fix saggy wires and to connect service to a new pump station for the town.

Secretary Rosa asked if any abutters have reached out. Mr. Eang replied no. Secretary Rosa asked if you have read the DPW comments and know that you need to reach out to them directly to mark the water and sewer. Mr. Eang replied yes.

There were no questions from the public in person or online.

MOTION - Secretary Rosa made a motion to close the public hearing for National Grid #31011360 at 6:14 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion to approve the pole petition for National Grid #31011360 Rangeway Road. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0

8. **Public Hearing – National Grid and Verizon - #31004655 – 68 Cook Street - National Grid to install (1) JO pole with 2 anchors and on Cook Street (#68) ~190' northeast of the centerline of the intersection of Pines Road between Pole #35 and Pole #36 located on Town Property**

MOTION - Secretary Rosa made a motion to open the public hearing for National Grid #31004655, 68 Cook Street at 6:15 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Vazz Eang from National Grid joined the meeting. This pole petition is for system improvements.

Member Riley stated that there is not much right away behind the pole.

Secretary Rosa asked if any abutters have reached out. Mr. Eang replied no. Secretary Rosa asked if you have read the DPW comments and know that you need to reach out to them directly to mark the water and sewer. Mr. Eang replied yes.

There were no questions from the public in person or online.

MOTION - Secretary Rosa made a motion to close the public hearing for National Grid #31004655, 68 Cook Street at 6:17 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion to approve the pole petition for National Grid #31004655, 68 Cook Street. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

New Business (Quick Items)

9. Request for (4) 18" x 24" Signs on the Common from November 10th through November 16th for the First Parish Billerica Annual Meeting House Fair on November 16th from 11:00 AM and 4:00 PM at the First Parish Church and Invite the Community – Requested by Teresa English

Lisa O'Connor of 8 Michael Road appeared for the request for signs at the common. Ms. O'Connor stated that these signs are for the annual fair on November 16th and hopes everyone will come.

MOTION - Secretary Rosa made a motion to approve the request for (4) signs on the common for the First Parish Billerica Annual Meeting Fair on November 10th through November 16th for the Annual Meeting Fair on November 16th from 11:00 AM to 4:00 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Appointments

Presentation

Committee Reports

Old Business

10. Joint Discussion with the Select Board and Historic Districts Commission Regarding the Town Center Gazebo

Ms. McDowell spoke with the secretary of the HDC and they could not meet tonight. They asked that they meet an hour before the next meeting.

Vice Chair Favreau asked why we would do this before our new meeting. Member Conway stated that we have done this with other groups and our agenda tends to be packed. Member Riley agreed.

Secretary Rosa stated that we should do this during our regularly scheduled meeting. We already voted to Option #3 and asked them to do the same

Chair Burrows stated that this will be scheduled for the first order of business on November 18th at 6:00 PM.

11. Town Managers Report

Mr. Main stated that soil samples will be taken on November 29th on the Griggs parcel.

Member Conway asked if this was on the Town owned property. Mr. Main replied yes.

• **Professional Recognition**

Mr. Main received an email from a resident complimenting the Youth Services Department at the Library. They were very appreciative of all the summer programming and the transition into the school year. They noted how above and beyond the entire department went. I want to recognize Lisa Gadbois, Cindi Haggerty, Michelle Paquin, and Laura Persson for all their hard work!

The Board offered congratulations.

MOTION - Secretary Rosa made a motion to put a letter in the file of Lisa Gadbois, Cindi Haggerty, Michelle Paquin and Laura Persson for all their hard work. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

- **Veteran's Halloween Party**

Mr. Main stated Veterans Services hosted a special Halloween celebration for over 100 veterans from all military branches and eras. It was a fantastic day filled with camaraderie, laughter, and a lot of fun! Our dedicated volunteers went above and beyond to ensure that every veteran felt appreciated and enjoyed the event. Thank you to everyone who joined us and helped make this day memorable for our heroes.

Secretary Rosa stated that Mr. Jarvis does a great job. What a difference from previous Veteran's Agents.

- **Highway Superintendent**

Mr. Main stated that the Town has hired Mike Nester to be the next Highway Superintendent. Mike has worked in Billerica for over the last month and prior to that worked for the City of Medford as a General Foreman. The Town is very pleased to have hired Mike for this position and looks forward to his success in the position.

Member Conway asked that the new Highway Superintendent be introduced to the Board and she appreciates all that Ed Tierney has done.

- **Police Station Renovation**

Mr. Main stated that the Town has received two responses to the RFP for the work at the Police Station. This office will be reviewing those bids with Leftfield before selecting an architect for the work.

- **Safe Routes for School Study**

Mr. Main stated that Tighe & Bond has been selected to conduct the Town-Wide Feasibility Study for the eight public school facilities in Billerica, MA. Tighe & Bond will evaluate traffic characteristics at all of the public schools and their surrounding neighborhoods with a specific focus on circulation and traffic management, and safety for all users. In addition, an evaluation of sidewalk connectivity within each school study area will be completed identifying any sidewalk gaps based on field observation, input from Town officials, and Town GIS data, and providing recommendations for improvements to pedestrian accommodation at each school site. Tighe & Bond will come back before the Board in January to present their findings.

Vice Chair Favreau asked when the reports will be done. Mr. Main stated that they hope to have them done in December and report back in January.

Secretary Rosa stated that all schools should be included and should look at walkers 1 ¼ mile out from the center of the school. Secretary Rosa asked if we could get it sooner. Mr. Main stated that he can ask to expediate it.

Member Conway asked what the cost for this study is. Mr. Main replied about \$29,000. Member Conway asked if we will be applying for grants. Mr. Main replied yes and some money will come from in house.

Member Riley asked if any other work was done looking at the schools. Mr. Main replied no, we are waiting on this.

- **North Billerica Fire Station**

Mr. Main stated that the Town has been in continuous contact with the owner of the 184 Boston Road property. We have various legal issues to work out. He will keep the Board updated.

Member Riley asked if there was a clean 21E on the site. Mr. Main replied yes, there is a clean 21E report. They are just walking on some deed issues. Left Field has their attorney looking it over.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

- **Winter Parking Ban**

Mr. Main stated that the Beginning November 15, 2024 until March 15, 2025 a Winter Parking Plan will be in full force on all Billerica roadways. Upon declaration of a snow emergency by the Town Manager, parking on all public ways will be prohibited. If a vehicle is parked as to interfere with snow removal, a fine will be assessed and will be subject to towing. The Parking Plan will be posted to the website and social media platforms over the coming days as we approach the November 15th date.

Member Conway asked if the winter parking ban was changed. Mr. Main replied yes. It only goes into effect during a snow emergency.

Member Riley replied the change to the winter parking ban is great.

- **Yard Waste Collection**

Mr. Main stated that collection of yard clippings began on Monday October 28th and will continue until December 6th; collection will occur on your collection day.

Secretary Rosa asked if we could do a Code Red but not have it come through as an emergency. Mr. Main stated that we can do it as a message.

- **HERO Act Town Hall**

Mr. Main stated that on Monday, December 2nd at 2:00 PM at the Billerica Elks (14 Webb Brook Rd) Veterans Services is hosting an information session on the HERO act. Whether you're a veteran, a family member, or an advocate for veterans' rights, the HERO Act Town Hall will offer crucial insights into how the legislation affects you and your loved ones. Don't miss the chance to stay informed, ask questions, and get the most out of this transformative legislation.

Vice Chair Favreau stated that we should help with the services for our veterans and the Veteran's office is doing a tremendous job.

- **North Billerica Train Station**

Mr. Main stated that a lot of the work at the station has been completed. The Town and MBTA/LRTA have been looking for the original lease agreement signed back in 1996, none of us have been successful.

Vice Chair Favreau stated that the LRTA is offering a free ride program starting December 1st.

Member Conway asked if you could put someone in charge of scanning the records. Mr. Main replied that Susan does a great job with everything coming into the office now but stuff prior is still hard copies. Member Conway asked that everything be scanned in.

Chair Burrows stated that there are about 202 cars that park on the town parcel, that the MBTA has collected fees on. That's about \$2 million in revenue that they have collected on our property.

- **Complete Streets**

Mr. Main stated that the Town will be submitting a grant application under Complete Streets for \$500,000 to continue the paving down the Middlesex Turnpike.

Vice Chair Favreau stated that it is good to know that this is only done every 5 years on street.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

- **Tax Rate**

Mr. Main stated that the Board will set the tax rate next meeting. As a preview the median home value has increased from \$572,000 to \$607,200. This is a 6% increase. The tax increase on the median home will be between \$425 - \$450. Currently, it is at \$437 but is subject to shift as we close out the last few items.

Secretary Rosa stated that it's good it is not as high as we thought but it is still going up a lot. We need to plan to mitigate it in the future. We need to look at what we say yes to in the future and work to fill commercial real estate to lower residential taxes. We also need to have the schools address their budget.

Member Conway stated that there will be a need for cuts because we can't increase taxes by 6%.

Member Riley stated that no tax rate increase is good. 6% is high but it is lower than anticipated. Mr. Main stated that we lowered the water enterprise contribution which helped and the Assessor has done a great job. We need to be cautious about shifting too much to the commercial base.

Chair Burrows stated that we are going to have to make some tough decisions.

- **Town Wide Audit**

Mr. Main stated he had a kickoff meeting with the auditing firm. They requested over a dozen policies, internal controls, organizational charts and contact information to start the auditing process.

Vice Chair Favreau asked what the ETA for the audit is. Mr. Main replied that it depends how it goes.

Secretary Rosa asked if there will be one formal report or if it will come in separate pieces. Mr. Main stated that he will talk with them.

Member Conway asked if they would do a presentation to the Board when it's done and whether it will change our financial policies. Mr. Main replied yes to both.

Chair Burrows stated that we need to look at everything.

12. Discussion and Possible Vote to Change the Job Description of the Town Accountant/Finance Director

Mr. Main stated that we did not receive qualified candidates for the Finance Director portion of the job description. He would suggest downgrading it to just the Town Accountant and having someone grow into the role of Finance Director.

Secretary Rosa stated that we didn't get resumes that were qualified for the duties of the Finance Director. He asked that we had a requirement that a strong background in Munis be required. Secretary Rosa presented the updated job description for the Town Accountant position that was in the package.

Member Riley asked if you looked at Paradigm to recruit. Member Conway replied no.

Vice Chair Favreau asked how many applicants were received. Mr. Main replied ten. Out of the ten applicants, only five had Town Accounting experience. Vice Chair Favreau asked what qualification was missing. Mr. Main replied experience with high level budget and overseeing financial operation. Vice Chair Favreau asked if you are going to open up to the pool of candidates. Mr. Main replied yes, most would qualify as Town Accountant's. Vice Chair Favreau asked if there are CPAs in the group. Mr. Main replied there were some.

Member Conway stated that most applicants could be Town Accountants but more are interested in becoming a Finance Director.

Member Riley asked if this move would save money. Mr. Main replied yes.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

MOTION - Secretary Rosa made a motion to adopt the new amended job description for the Town Accountant. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted No, Member Riley voted Aye and Chair Burrows voted Aye.

Mr. Main will post the new job description tomorrow.

13. MBTA Communities Update

Kathrine Malgieri from the Planning Department appeared to discuss the MBTA Communities Update. After the survey, we have four zoning areas, Inner Mills, Outer Mills, KenMar and Federal Street. She also presented the RKG financial impact report.

Secretary Rosa stated that he has questions. On #6, why only rental and not for sale units? Why are we categorized with Boston? We are in Lowell Regional for 40B. The value seems low for cost. #8, there are no water and sewer impacts. Ms. Malgieri stated that we could not do a cost analysis for that. Secretary Rosa stated that people need to understand there are added costs for water, sewer, pipes, etc. Ms. Malgieri stated that these are site-specific cost and will be development costs and will vary depending on the size of the project. Secretary Rosa stated that we are almost at capacity now. On slide #9, he asked why this is only using data from 2017 forward. He doesn't agree with the ratio used for the number of students or the costs per student. It seems like this report was created so the MBTA zoning wouldn't look as impactful as it really is. Ms. Malgieri stated that it is a fatal flaw to use the same ratio for SFD with MFD. Secretary Rosa stated that he doesn't agree with apartments in industrial parks. We should look at filling spaces with commercial businesses. Ms. Malgieri stated that the federal district has guidelines that will allow mixed use. Secretary Rosa stated that at KenMar there are more than 439 there now. Ms. Malgieri replied yes, we set it at 20 units per acre, which is the lowest density. Secretary Rosa stated that he would rather see a higher density there than develop Federal Street with residential.

Vice Chair Favreau stated that an important piece of information was missing. Could you speak to the affordability formula. If we have 10% affordability can we decrease the required unit number. Ms. Malgieri replied no. Vice Chair Favreau stated that she read something different. Ms. Malgieri stated that the reduction of 15% is if your existing zoning has a mixed-use zone by right, which we do not have. Vice Chair Favreau stated that if these are zoned, they will be built. Vice Chair Favreau asked if this is supposed to be for walkability, why would they account for extra excise tax because that would be less.

Member Conway asked who RKG is. Mr. Main stated that they were started in 1981 and are a national company that are involved in municipal and private projects. They use logic models based on assumptions. Member Conway asked what the error bar is +/- . Mr. Main stated that he will look and find that out. Member Conway agreed with Secretary Rosa with the DESE number. Mr. Main stated that they used the FY25 budget for cost per student but will verify. Member Conway stated that she would agree that SFD produces more students than MFD and would like to know why they only used data from 2017. Member Conway stated that everyone should pay their fair share. If there is new development at the inner mills, can we make the developer pay for a new pump station if one is needed.

Member Riley thanked the Planning staff and this will help the empty buildings on Federal Street.

Chair Burrows stated that we did talk about mixed use off the highway.

Secretary Rosa stated that we have met our 40B requirement and if these units are built, we could fall under 10%. Ms. Malgieri stated that we would roll up if 6 units require one unit. Secretary Rosa stated that we are not looking to become a city. We need to look at some protection if Milton wins. Can you add a sunset clause? We need to talk to Town Counsel.

Michael Parker, Chair of the Planning Board – Mr. Parker stated that we will address these questions on Wednesday.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

New Business

14. Covington Road – Discussion and Possible Vote to Change Time on No Parking/No Entry Signs

Mr. Main stated that they received a request from the neighbors. There are trucks that park along the street and dump litter out the window and they are requesting no parking signs be installed. He is tabling discussion on the no entry sign.

Member Riley stated that the issues were brought up during a ZBA hearing. There is a ton of trash along the fence.

Chair Burrows stated that we are going to wait for the safe streets for all for the entry sign.

Secretary Rosa stated that he agrees with the no parking signs and we could ask that business to put a trash barrel over there.

Member Conway asked if no littering could be added to the no parking signs.

MOTION - Secretary Rosa made a motion that the Select Board authorize No Parking Signs be added to Covington Road and add the “No Littering” text with the appropriate fine. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

15. Discussion and Possible Vote to Create and Appoint (1) Member to a Legislative Task Force Committee

Mr. Main stated that he borrowed this from another town. This committee would keep the lines of communication open with the State delegation and keep Billerica on the front line.

Member Conway asked if it is a member of the Select Board and a member of the School Committee. Mr. Main replied yes.

The Board agreed that this was a great idea.

Secretary Rosa agreed it should be a member of each Board but he would suggest two members of the Select Board. Member Conway stated that if there are two members of the Select Board, then it should be two members of the School Committee. Secretary Rosa asked if it was Chair appointed or Board appointed. Mr. Main replied he would get back to the Board, the most important thing is to create the committee.

MOTION - Secretary Rosa made a motion to create a Legislative Task Force consisting of 2 Select Board members, 2 School Committee, 1 State Representative or representative, 1 State Senator or representative, the Town Manager and the School Superintendent. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Approval of Meeting Minutes

Meeting Schedule

November 18, 2024 and December 9, 2024

Executive Session

16. Executive Session Pursuant to G.L. c. 30A, § 21 (A)(1) to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual

Secretary Rosa stated that they are not going to discuss Item #16.

17. Executive Session Pursuant to G.L. c. 30A, § 21 (A)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Community Collective



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

MOTION - Secretary Rosa made a motion to go into Executive Session Pursuant to G.L. c. 30A, § 21 (A)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares to discuss Community Collective at 8:13 PM. The motion was seconded by Vice Chair Favreau and voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

Secretary Rosa stated that they will only be returning to regular session to adjourn.

MOTION - Secretary Rosa made a motion to adjourn the regular meeting of November 04, 2024 at 8:51 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

Exhibits for the Select Board Meeting – November 04, 2024

Call to order 6:00 PM

1. **Open Microphone – No Exhibits**

Announcements

2. **Vacancies on Boards and Committees – Vacancy List dated 11/04/24**
3. **Update of Location and Time of HERO Act Town Hall – Monday, December 2, 2024 at the Billerica Elks, 14 Webb Brook Road, Starting at 2:00 PM – Flyer undated**
4. **All other announcements may be viewed on the Town of Billerica website– No Exhibits**

Proclamation and Public Recognition

5. **Small Business Saturday - Proclamation**

Public Hearings

6. **Continued Public Hearing – Verizon New England Inc. – Renewal of the Cable Television License of Verizon New England Inc. Being Held Pursuant to Massachusetts Cable Law, Chapter 166A, Section 13 of the General Laws and Cable License Renewal Regulations (207 CMR 3.05), Section 626(h) of the Cable Act (47 USC, Section 546(h)) and Any Other Applicable Cable Television Renewal License, Laws, Regulations or Requirements, Regarding the Renewal of the Cable Television License – No Exhibits**
7. **Continued Public Hearing - National Grid and Verizon - #31011360 - (0, 138, 144-148) Rangeway Road - National Grid to install (2) JO poles with 2 anchors and relocate (1) JO pole and remove (1) JO pole on Rangeway Road. Install the first Pole #60-50 with 2 anchors beginning at a point ~92' from existing Pole #60 to break up the long span. Install the second Pole #61-1 with anchor ~83' across the street from newly relocated Pole #61 in order to provide electric service to a new pump station at 144 Rangeway Road for the Town of Billerica, MA. Remove badly leaning existing Pole #61 and relocate it across the street with anchors ~116' from new Pole 60-50. – National Grid Memo dated 10/04/24, DPW Comments dated 10/16/24, Contractor Acknowledgement Form dated 10/17/24, Electrical Inspector Comments dated 10/16/24, Safety Officers Comments dated 10/16/24, Public Hearing Notice, Abutters List dated 10/09/24**
8. **Public Hearing - National Grid and Verizon - #31004655 – 68 Cook Street - National Grid to install (1) JO pole with 2 anchors and on Cook Street (#68) ~190' northeast of the centerline of the intersection of Pines Road between Pole #35 and Pole #36 located on Town Property– National Grid Memo dated 10/15/24, DPW Comments dated 10/22/24, Contractor Acknowledgement Form dated 10/29/24, Electrical Inspector Comments dated 10/30/24, Safety Officers Comments dated 10/29/24, Public Hearing Notice, Abutters List dated 10/23/24**

New Business (Quick Items)

9. **Request for (4) 18” x 24” Signs on the Common from November 10th through November 16th for the First Parish Billerica Annual Meeting House Fair on November 16th from 11:00 AM and 4:00 PM at the First Parish Church and Invite the Community – Requested by Teresa English - Signs**

Appointments

Presentations

Committee Reports

Old Business

10. **Joint Discussion with the Select Board and Historic Districts Commission Regarding the Town Center Gazebo – Proposed Drawings undated, HDC Bylaw**
11. **Town Managers Report – Town Manager’s Report dated 11/04/24**



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 04, 2024**

- 12. Discussion and Possible Vote to Change the Job Description of the Town Accountant/Finance Director**
– Memo from C. Main dated 11/01/24, Town Accountant Job Description dated 10/31/24
- 13. MBTA Communities Update** – RKG Fiscal Impact Analysis dated October 2024

New Business

- 14. Covington Road – Discussion and Possible Vote to Change Time on No Parking/No Entry Signs** – No Exhibits
- 15. Discussion and Possible Vote to Create and Appoint (1) Member to a Legislative Task Force Committee** – Memo from C. Main dated 11/01/24

Approval of Meeting Minutes

Meeting Schedule

November 18, 2024 and December 9, 2024 – No Exhibits

Executive Session

- 16. Executive Session Pursuant to G.L. c. 30A, § 21 (1) to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual** – See Executive Session Minutes
- 17. Executive Session Pursuant to G.L. c. 30A, § 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares** – Community Collective– See Executive Session Minutes

Approved On: February 24, 2025