



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

RECEIVED

2025 OCT 16 PM 1:52

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

TOWN CLERK
BILLERICA

<https://us02web.zoom.us/j/83477138002>

phone 1 929 205 6099

webinar id: 834 7713 8002

BILLERICA SELECT BOARD AGENDA

OCTOBER 20, 2025 @ 6:00 PM

365 BOSTON ROAD, THOMAS CONWAY HEARING ROOM #205 AND HYBRID VIA ZOOM

Call to order 6:00 PM

1. Open Microphone

Announcements

2. Vacancies on Boards and Committees
3. **2025-2026 Community Funds Grant** – Application Period is Open on November 1st to December 30th
4. All other announcements may be viewed on the Town of Billerica website

Proclamation and Public Recognition

Public Hearings

5. **Continued Public Hearing – National Grid and Verizon #31182460** – National Grid to install (1) JO Pole (Pole 14-50) ~250' northeast of the centerline of the intersection of Boston Road between Pole #14 and #15 Sprague Street. The pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue
6. **Public Hearing – National Grid and Verizon #31195999** – National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.

New Business (Quick Items)

7. **One Day Special Alcohol License – Boys and Girls Club of Greater Billerica** – Annual Hall of Fame Dinner Fundraiser on November 13, 2024 from 5:00 PM to 9:00 PM located at 19 Campbell Road and Request to Waive All Fees
8. **Discussion and Possible Vote on a Request for Waivers of Building Fees for Entegris** - Requested by Planning Director Katherin Malgieri
9. **Discussion and Approval of the Christmas Parade Route** for Sunday, December 14, 2025– Requested by John LaFauci

10. **Request to Extend the Hours for Pinehurst Tavern** - To open at 9:00 AM on Thanksgiving, Thursday, November 27th and Christmas Eve, Wednesday, December 24th for Alcohol and Common Victuallers License -- Requested by Renee Whitney & Nicole Runyan from Pinehurst Tavern
11. **Discussion and Approval of a "Turkey Trot" Road Race** on Thursday, November 27, 2025 -- Requested by Diana Saunders of the 250th Committee

Appointments

12. **Zoning Board of Appeals -- Regular Member**
 - a. Joseph Shaw
 - b. John LaFauci (Current Associate Member)
 - c. Kelly Sardina

Presentation

13. **Mass Development -- C-PACE Opt In Program** -- Discussion and Possible vote on a Resolution -- Requested by Planning Director Katherin Malgieri

Committee Reports

Old Business

14. **Discussion and Possible Vote on Information Regarding Roads and Sidewalks** -- Originally Requested by Member Favreau
15. **Discussion and Possible Vote of Spring 2001 Town Meeting Warrant Article #10** -- Requested by Vice Chair Burrows
16. **250th Committee Update** -- Requested by the Select Board
17. **Town Manager's Report**
18. **Draft 2026 Select Board Meeting Schedule**
19. **Town Counsel -- Approval of Final Contract with Harrington Heep** -- Requested by the Town Counsel Sub-Committee

New Business

20. **Discussion and Possible Vote on Adding a Welcome to Billerica Champions Signs** -- Requested by Vice Chair Burrows
21. **Discussion and Possible Vote on a Digital Signs for Town Updates** -- Requested by Chair Pavidis
22. **Discussion and Possible Vote --Ban of Crypto/Bitcoin ATMs in the Town of Billerica** -- Requested by Chair Pavidis
23. **Discussion of the 2025 Annual Overdose Awareness Vigil** -- Requested by Member Favreau
24. **Update of Select Board Policies and Procedures -- Section 20.1 -- 1st Reading** -- Requested by Member Rosa

Approval of Meeting Minutes

25. June 16, 2025 Regular Meeting

26. June 26, 2025 Special Meeting

Meeting Schedule

November 3, 2025 and November 17, 2025

VACANCIES ON BOARDS AND COMMITTEES

SELECT BOARD APPOINTMENTS

COMMITTEE	OPENINGS	TERM EXPIRES
Billerica Agricultural Commission	1 – Associate Member	2026
Board of Appeals (ZBA)	1 – Regular Member**	2027
Cabot Land Re-Use Committee	2 – Members 2 – Members 2 – Member 6 TOTAL	2028 2027 2026
Electronic Voting Committee	1 – Member	2026
Historic Commission	1 - Member 1 – Member (Alternate)	2028 2027
Historic District Commission	2 – Alternate Members (1 Center Dist. Res) 2 – Alternate Members (1 Center Dist. Res & 1 Mills Dist. Res) 4 TOTAL	2027 2028
Local Cultural Council	1 – Member	2027
Municipal Affordable Housing Trust	1 – Member (Attorney) 1 – Member (Banker) 1 – Resident 1 – Resident 1 – Member (Realtor) 5 TOTAL	2027 2026 2026 2027 2027
Scholarship Committee	4 – Members	2028
250 th Committee	2 – Members	2026

****3 Applicants – Interviews tonight**

Billerica Select Board Policies and Procedures

29.0 Community Funds

The Town of Billerica has entered into agreements with certain local companies to provide economic development incentives in exchange for substantial community investment. Under the terms of the agreements, these companies became Certified Projects, each ratified by Town Meeting. The companies are contributing to a Community Funds Grant, and as mutually agreed to, will be used for worthwhile community projects which will enhance the quality of life in the Town.

The Fund will be administered as a grant, with project applications reviewed by a subcommittee of the Select Board and a representative of each company. In the spirit of maintaining a strong town/business relationship, the Select Board will make every effort to fund the projects recommended by the companies funding these grants. At a minimum the Select Board will NOT change the chosen projects without informing the companies. Each year priority will be given to projects which have not previously received funds. The full Select Board will then vote the awards. Failure to submit a completed Community Funds Grant Application Form and provide and/or meet **all** the criteria information requested will result in the rejection of the application from consideration.

29.1 Criteria

1. A completed Community Funds Grant Application Form (Attachment E) must be submitted with each Community Funds Grant request. The Community Funds Grant Application Form includes:
 - a. a brief project description, legal name and address of the organization, the amount requested, and the name/address of the contact person;
 - b. a one page executive summary of the project;
 - c. a brief description of the organization applying, including its mission, history, programs and/or achievements, or other information which would indicate the capacity to implement the project. Also, the names/addresses of the officers or directors of the organization are provided;
 - d. an explanation of the community need and resulting benefit of the project indicating how it will enhance the quality of life in Billerica;
 - e. a description of how the project would be sustained after the grant period;
 - f. the organization's fiscal year budget as well as the project budget with narrative justification, including other funding sources and in-kind contributions. In the cases where services are being provided the applicant must provide proof of actual expense to the organization.
 - g. Two (2) hard copy sets and an electronic copy of the complete application emailed to selectboard@billerica.gov, non-returnable, must be submitted to the Select Board by **12:00 PM on Tuesday, December 30, 2025**.
2. The Select Board recommends that all applicants comply with the Attorney General's requirements of a charitable organization such as being a 501c3, 501c19 (Veteran's), AG Account #, or IRS SS-4.
3. Applicants may be required to give a presentation to a subcommittee, or to the full Select Board as needed.
4. The awards may be made in such a way as to allow more than one company to support a project.

Billerica Select Board Policies and Procedures

5. Projects may receive funds from more than one company, though only one application is required.
6. Recipients shall recognize the contributions(s) of the company (ies) in a suitable way, both at the time the grant is announced and also on an ongoing or long-term basis.
7. The Select Board reserves the right to withhold any or all of the Community Funds Grant in the event there are no projects meeting the criteria this year.
8. As a condition of any award(s), all Recipients agree to provide, no later than twelve (12) months from the date of receiving any Community Funds Grant, written certification (receipts, credit card statements, invoices marked as paid or written proof of who the money went to and what part of the application it served) of the completion of the project must be submitted to the Select Board. Such certification shall provide written details of all fund(s) expenditures in accordance with the grant award(s).
9. Should the applicant need additional time to complete the awarded project they can request an extension in writing to the Select Board and have the request voted on at a public meeting of the Select Board.
10. Any funds not expended at the conclusion of this twelve (12) month period shall be forfeited and promptly returned to the Select Board unless an extension has been granted by the Select Board. In this case, any unused money will be returned at the end of the extension.
11. Until such written certification and unused funds are returned (if applicable) to the Select Board, the Recipient(s) shall not apply and shall not be eligible for any additional Community Funds Grant.
12. Community Funds Grant applications should include a civilian CORI form filled out by the submitter of the application.

The Community Funds Grant are reflective of the partnerships entered into by the Town of Billerica and the companies that became Certified Projects and will result in meaningful community benefit.

Grant Application Forms are available in the Office of the Select Board. Questions regarding the Community Funds Grant should be directed to the Office of the Select Board, Town Hall, 365 Boston Road, Billerica, MA 01821 or (978) 671-0939.

Two (2) hard copy sets and an electronic copy of the complete application emailed to selectboard@billerica.gov, non-returnable, must be submitted to the Select Board by 12:00 PM on Tuesday, December 30, 2025. The Board expects to announce the awards at its meeting on Monday, February 23, 2026. Awards will be presented at the meeting following the announcement and vote.



August 7, 2025

To the Board of Selectmen - Billerica, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit, please contact:

Kaeden Berry (774) 556-4939 or Kaeden.berry@nationalgrid.com

Please notify National Grid's Jenn Iannalfo of the **hearing date / time** to Jennifer.Iannalfo@nationalgrid.com

If this petition meets with your approval, please return an executed copy to each of the above-named Companies.

National Grid: Jennifer Iannalfo, 1101 Turnpike Street; North Andover, MA 01845.

Very truly yours,

Dave Johnson

Dave Johnson
Supervisor, Distribution Design

Enclosures

Questions contact Design Kaeden Berry (774) 556-4939 or Kaeden.berry@nationalgrid.com

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To The Board of Selectmen
Of Billerica, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Sprague Street - National Grid to install 1 JO pole on Sprague Street beginning at a point approximately 250 feet Northeast of the centerline of the intersection of Boston Road. NGrid will install 50 ft class H1 mid-span pole between P14 and P15, Sprague Street. Pole will be located on the town property intersected by Boston Road and Kohlrausch Avenue. The pole will be labeled P14-50, in Billerica, MA.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked Sprague Street - Billerica, Massachusetts.

No.# 31182460

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

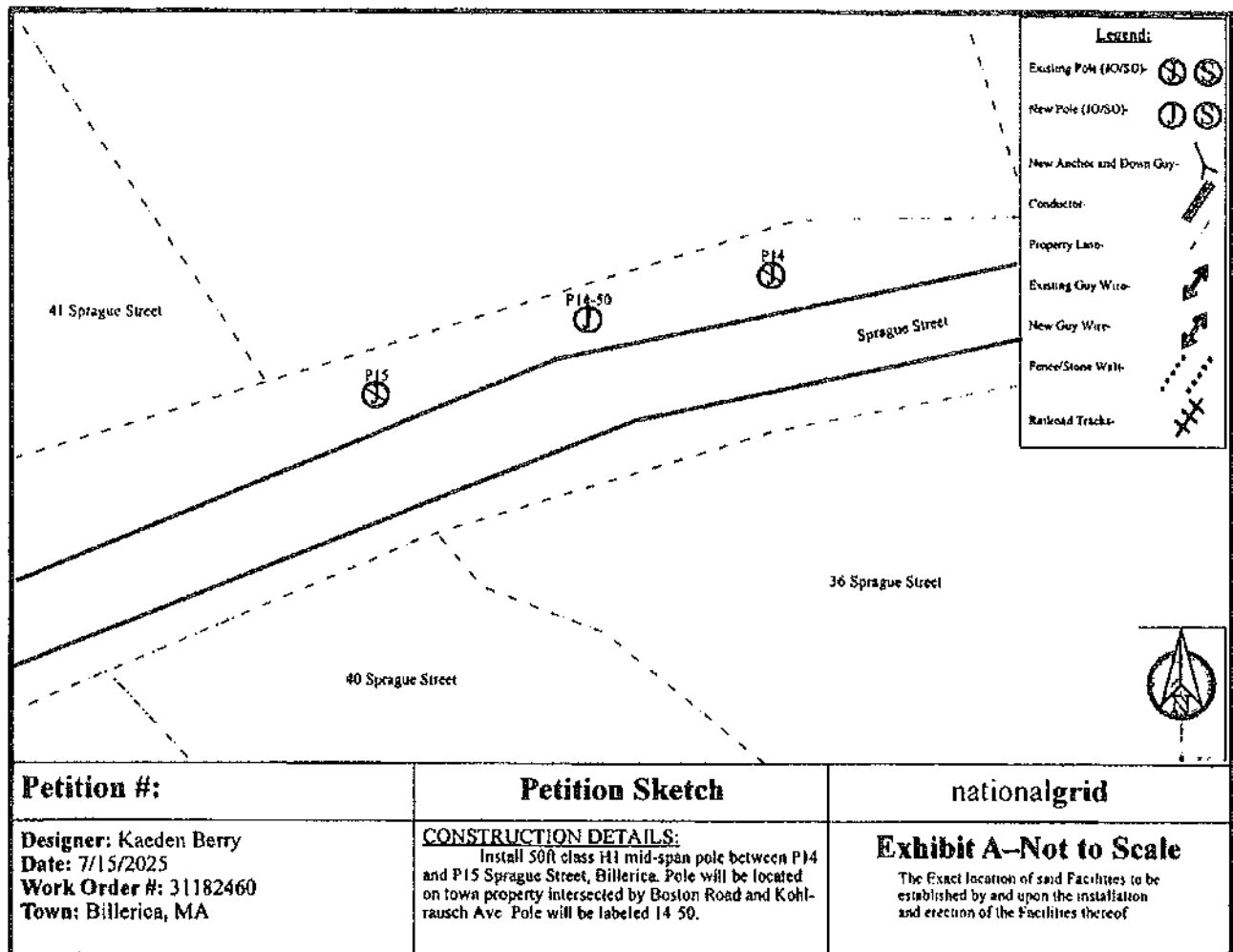
Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson*

BY _____
Engineering Department

VERIZON NEW ENGLAND, INC.

BY *JS* _____
Manager / Right of Way



August 7, 2025

Questions contact Design – Kaeden Berry (774) 556-4939 or Kaeden.berry@nationalgrid.com

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - Billerica, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 15th day of July, 2025.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Sprague Street - Billerica, Massachusetts.

No.# 31182460

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Sprague Street - National Grid to install 1 JO pole on Sprague Street beginning at a point approximately 250 feet Northeast of the centerline of the intersection of Boston Road. NGrid will install 50 ft class H1 mid-span pole between P14 and P15, Sprague Street. Pole will be located on the town property intersected by Boston Road and Kohlrausch Avenue. The pole will be labeled P14-50, in Billerica, MA.

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20__.

City/Town Clerk.
20__

Received and entered in the records of location orders of the City/Town of _____
Book _____ Page _____

Attest:

City/Town Clerk

I hereby certify that on _____ 20__, at _____ o'clock, M
At _____ a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,
INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,
and that we mailed at least seven days before said hearing a written notice of the time and place of
said hearing to each of the owners of real estate (as determined by the last preceding assessment
for taxation) along the ways or parts of ways upon which the Company is permitted to erect
Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing
with notice adopted by the _____ of the City of _____
Massachusetts, on the _____ day of 20__ and recorded with the records of location
orders of the said City, Book _____, and Page _____. This certified copy is made under
the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

City/Town Clerk



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

☒ DPW

Location of Pole/Conduit:	Sprague Street (14-132-0)
Reason of Pole/Conduit:	National Grid to install (1) JO Pole (#14-50) beginning at a point ~250' northeast of the centerline of the intersection of Boston Road between poles P14 and P15. Pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue
Plan #:	31182460
Comments on Plan: Installation of new pole 14-50 MUST adhere to the following comments: Applicant must have the Water Division mark out water, and Sewer Division must mark out sewer in area. It appears that the water main is close to proposed pole locations. Must get Water Division approval prior to placing new pole. The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines. <u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u> Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed. A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required). Contractor Acknowledgement Form is attached for signature.	
Signature:	<i>Stephen Robertson</i> DPW Representative
Date:	9/25/25
Please return to the Select Board Office by: September 30, 2025	



HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.

CONTRACTOR ACKNOWLEDGEMENT FORM

Location of Pole/Conduit:	Sprague Street (14-132-0)
Reason of Pole/Conduit:	National Grid to install (1) JO Pole (#14-50) beginning at a point ~250' northeast of the centerline of the intersection of Boston Road between poles P14 and P15. Pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue
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I hereby certify that I am aware of these DPW comments regarding the work described.

Dave Johnson
Signature - Utility Company Representative

9/26/2025
Date

Davia Johnson
Print Name - Utility Company Representative

NGRID
Utility Company Name

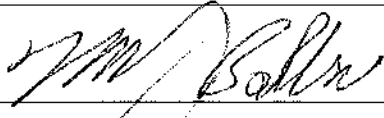


HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.

☐ DPW

☒ Electrical Inspector

☐ Safety Officer, Police

Location of Pole/Conduit:	Sprague Street (14-132-0)
Purpose of Pole/Conduit:	National Grid to install (1) JO Pole (#14-50) beginning at a point ~250' northeast of the centerline of the intersection of Boston Road between poles P14 and P15. Pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue
Plan #:	31182460
Comments on Plan:	No
Any Interference with line of sight?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Markings for Fire Hydrant Needed?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Resident's Complaints?	No
Signature:	
Date:	9-19-25
Please return to the Select Board Office By: September 17, 2025	



HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.

☐ DPW

☐ Electrical Inspector

☒ Safety Officer, Police

Location of Pole/Conduit:	Sprague Street (14-132-0)
Purpose of Pole/Conduit:	National Grid to install (1) JO Pole (#14-50) beginning at a point ~250' northeast of the centerline of the intersection of Boston Road between poles P14 and P15. Pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue
Plan #:	31182460
Comments on Plan:	NO COMMENTS
Any Interference with line of sight?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Markings for Fire Hydrant Needed?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Resident's Complaints?	NO KNOWN COMPLAINTS
Signature:	SGT. J. FR
Date:	1 OCT 2025
Please return to the Select Board Office By: September 30, 2025	



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

NOTICE OF HEARING

To: NATIONAL GRID, VERIZON AND ALL ABUTTERS

You are hereby notified that a hearing will be held by the Select Board on Monday, October 6, 2025 @ 6:00 PM in the Conway Hearing Room #205 in Town Hall, 365 Boston Road and via Zoom:

<https://us02web.zoom.us/j/83477138002>

phone 1 929 205 6099

webinar id: 834 7713 8002

National Grid #31182460

Parcel: 14-132-0

Sprague Street

National Grid to install (1) JO Pole (#14-50) beginning at a point ~250' northeast of the centerline of the intersection of Boston Road between poles P14 and P15. Pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue

If there any questions on this hearing: Please call or email Kaeden Berry at (774) 556-4939 or kaeden.berry@nationalgrid.com



Board of Assessors
Town Hall
365 Boston Road
Billerica, Massachusetts 01821

Received
SEP 10 2025
Board of Assessors
Billerica, MA

JOHN B. SPEIDEL, *Chairman*
RICHARD J. SCANLON, *Associate*
RICK LADD, *Associate*

Tele: (978) 671-0971
assessors@town.billerica.ma.us

ABUTTERS LIST REQUEST

Name National Grid Date September 10, 2025
Address of Property: Sprague Street Plate 14-132-0
Telephone Number _____ Parcel _____

I request one copy of the following abutters list and three copies of the labels for the above listed property. The cost of this service shall be \$2.00 per name. The list shall be available five to ten (5-10) working days from the requested date or earlier.

Signature of applicant

John B. Speidel for NB

Types of Abutters Lists

There are four types of abutters lists which may be required in the Town of Billerica. The board or commission you are seeking approval from and the particular request you are making determines the type of list. You will need to contact the applicable board or commission to determine which of the following will be required in your case.

(Circle one – If no letter is circled a “D” list will be prepared.)

A. Direct Abutters - Direct Abutters to Parcel and Roadway Being Improved

This list contains direct abutters only. Properties across public right-of-ways or paper streets, which have not been discontinued, are not included. (This list should include direct abutters to the roadway being improved if road construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the parcel, notwithstanding public or private streets or ways, municipal borders or bodies of water.

C. Abutter to Abutter Within 300 Feet

This list contains abutters to direct abutters within 300 feet of the parcel. If there is more than one abutter between the subject parcel and the abutting property within 300 feet the owner will not be notified.

D. All Property Owners Within 300 Feet (Cell Towers – All Property Within 500 Feet)

This list contains all properties within 300 feet of the subject parcel. Abutters to abutter restrictions do not apply.

Assessor's
Signature

John B. Speidel

Date

9-10-25

Amount

\$12.-

Pls. charge. NB project



*7 Parcels
1 Dups
4*



Abutters Map for National Grid, Sprague St using direct abutters

Printed on 09/10/2025 at 02:24 PM

Legend

-  Parcel Boundary Selection
-  Parcel Boundary



The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.

0 380 760 ft

Parcel ID	Location	Owner 1	Owner 2	Address 1	Address 2	City	State	Zip Code
14-132-0	SPRAGUE ST	JACMAR CONSTRUCTION		3 CRENSHAW LN		ANDOVER	MA	01810
14-15-1	41 SPRAGUE ST	MURPHY ROBERT	MURPHY CATHRYN K	41 SPRAGUE ST		N BILLERICA	MA	01862-1448
14-259-0	40 SPRAGUE ST	CINELLI JON S	DONOGHUE-CINELLI LAUREN E	40 SPRAGUE ST		N BILLERICA	MA	01862-1444
15-146-3	34 SPRAGUE ST	HARMON ARTHUR B	HARMON CASSANDRA L	34 SPRAGUE ST		BILLERICA	MA	01862-1444
15-147-0	36 SPRAGUE ST	GAGNON MARC R	GREELISH JEANNE L	36 SPRAGUE ST		NO BILLERICA	MA	01862
15-3-0	SPRAGUE ST	GLADFELTER KATHARINE	FLORES ANDY	7 TREBLE COVE RD		N BILLERICA	MA	01862
15-4-0	35 SPRAGUE ST	GLADFELTER KATHARINE	FLORES ANDY	7 TREBLE COVE RD		N BILLERICA	MA	01862

DISCLAIMER: This list is certified based upon records held in this department as of the date on the abutters list. It was completed to the best of our ability based upon the information we have available. We do not certify the accuracy of this list per se, only the names and addresses listed on it. In most cases, public disclosure of the hearing pertaining to this list is required and published in the local newspaper. Every effort has been taken to insure proper notification.

The Board of Assessors certifies the accuracy of the names and addresses on this list based upon our current records.



John B. Speidel
Chief Assessor
September 10, 2025



August 27, 2025

To the Board of Selectmen - Billerica, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit, please contact:

Joseph Ientile (978) 766-3114 or joseph.ientile@nationalgrid.com

Please notify National Grid's Jenn Iannalfo of the hearing date / time to
Jennifer.Iannalfo@nationalgrid.com

If this petition meets with your approval, please return an executed copy to each of the above-named Companies.

National Grid: Jennifer Iannalfo, 1101 Turnpike Street; North Andover, MA 01845.

Very truly yours,

Dave Johnson

Dave Johnson
Supervisor, Distribution Design

Enclosures

Questions contact Design - Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To The Board of Selectmen
Of Billerica, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Reardon Road - National Grid to relocate 1 JO pole on Reardon Road beginning at a point approximately 9 feet Westerly from existing pole 9, Reardon Road location. National Grid proposes to relocate pole 4 approximately 9 feet Westerly per customer request at 12 Reardon Road. Existing pole 4 is deteriorated and is due to be replaced, Billerica, MA.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked - Reardon Road - Billerica, Massachusetts.

No.# 31195999

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson*

BY _____
Engineering Department

VERIZON NEW ENGLAND, INC.

BY *LB* _____
Manager / Right of Way

		<p>JOINTLY OWNED POLE PETITION</p>	
<p>⊕ EXISTING J.O. POLE TO BE REMOVED</p> <p>⊙ PROPOSED J.O. POLE</p> <p>⓪ EXISTING J.O. POLE LOCATION</p>	<p>--- EXISTING OVERHEAD WIRE</p> <p>--- APPROX. PROPERTY LINE</p>	<p>nationalgrid</p>	
<p>Nationalgrid to relocate Pole 4 approximately 9 feet westerly per customer request at 12 Reardon Rd. Existing pole 4 is deteriorated and is due for replacement.</p>		<p>Date: 8/20/25</p>	
		<p>WORK REQUEST: 31195999</p>	
		<p>To The: Town Of Billerica</p>	
		<p>For Proposed: Pole 4 relocation Location: Reardon Rd</p>	
<p>DISTANCES ARE APPROXIMATE</p>		<p>Drawn By S.Steeves</p>	

August 27, 2025

Questions contact Central Design -- Joseph Ientile 978-766-3114 or
joseph.ientile@nationalgrid.com

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - Billerica, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 20th day of August, 2025.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked -- Reardon Road - Billerica, Massachusetts.

No.# 31195999

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Reardon Road - National Grid to relocate 1 JO pole on Reardon Road beginning at a point approximately 9 feet Westerly from existing pole 9, Reardon Road location. National Grid proposes to relocate pole 4 approximately 9 feet Westerly per customer request at 12 Reardon Road. Existing pole 4 is deteriorated and is due to be replaced, Billerica, MA.

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 ____.

City/Town Clerk.

Massachusetts 20 ____
Received and entered in the records of location orders of the City/Town of _____
Book _____ Page _____

Attest:

City/Town Clerk

I hereby certify that on _____ 20 __, at _____ o'clock, M
At _____ a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,
INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,
and that we mailed at least seven days before said hearing a written notice of the time and place of
said hearing to each of the owners of real estate (as determined by the last preceding assessment
for taxation) along the ways or parts of ways upon which the Company is permitted to erect
Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....
Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing
with notice adopted by the _____ of the City of _____
Massachusetts, on the _____ day of 20 ____ and recorded with the records of location
orders of the said City, Book _____, and Page _____. This certified copy is made under
the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

City/Town Clerk



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

☒ DPW

Location of Pole/Conduit:	14 Reardon Road (96-88-0)
Reason of Pole/Conduit:	National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorated and is due to be replaced.
Plan #:	31195999
Comments on Plan: No concerns with regards to Relocation of Pole #9, as long as the following comments are adhered to: Pole must be placed where marked in the field. Care should be taken not to damage pavement of #14 Reardon Rd. Pole must be placed within frontage of #12 Reardon Road (who requested this relocation). The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines. <u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u> Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed. A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required). Contractor Acknowledgement Form is attached for signature.	
Signature:	<i>Stephen Robertson</i> DPW Representative
Date:	10/9/25
Please return to the Select Board Office by: October 15, 2025	



HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.

CONTRACTOR ACKNOWLEDGEMENT FORM

Location of Pole/Conduit:	14 Reardon Road (96-88-0)
Reason of Pole/Conduit:	National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorated and is due to be replaced.
Plan #:	31195999
Comments on Plan: No concerns with regards to Relocation of Pole #9, as long as the following comments are adhered to: Pole must be placed where marked in the field. Care should be taken not to damage pavement of #14 Reardon Rd. Pole must be placed within frontage of #12 Reardon Road (who requested this relocation). The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines. <u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u> Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed. A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).	

I hereby certify that I am aware of these DPW comments regarding the work described.

Dave Johnson.
Signature - Utility Company Representative

10/15/25
Date

David Johnson
Print Name - Utility Company Representative

N GRID
Utility Company Name



HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.

☐ DPW

☐ Electrical Inspector

☒ Safety Officer, Police

Location of Pole/Conduit:	14 Reardon Road (96-88-0)
Purpose of Pole/Conduit:	National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorated and is due to be replaced.
Plan #:	31195999
Comments on Plan:	N/A
Any Interference with line of sight?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Markings for Fire Hydrant Needed?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Resident's Complaints?	NO KNOWN COMPLAINTS
Signature:	SGT. [Signature] # 95
Date:	10 OCT 2025
Please return to the Select Board Office By: October 15, 2025	



HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.

☐ DPW

☒ Electrical Inspector

☐ Safety Officer, Police

Location of Pole/Conduit:	14 Reardon Road (96-88-0)
Purpose of Pole/Conduit:	National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorated and is due to be replaced.
Plan #:	31195999
Comments on Plan:	NO
Any Interference with line of sight?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Markings for Fire Hydrant Needed?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Resident's Complaints?	NO
Signature:	<i>Ms. J. Keller</i>
Date:	10-14-25
Please return to the Select Board Office By: October 15, 2025	



Board of Assessors
Town Hall
365 Boston Road
Billerica, Massachusetts 01821

Received

OCT 06 2025

Board of Assessors
Billerica, MA

JOHN B. SPEIDEL, *Chairman*
RICHARD J. SCANLON, *Associate*
RICK LADD, *Associate*

Tele: (978) 671-0971
assessors@town.billerica.ma.us

ABUTTERS LIST REQUEST

Name National Grid

Date October 6, 2025

Address of Property: 14 Reardon Road

Plate 96-88-0

Telephone Number _____

Parcel _____

I request one copy of the following abutters list and three copies of the labels for the above listed property. The cost of this service shall be \$2.00 per name. The list shall be available five to ten (5-10) working days from the requested date or earlier.

Signature of applicant

John McDaniel for NO

Types of Abutters Lists

There are four types of abutters lists which may be required in the Town of Billerica. The board or commission you are seeking approval from and the particular request you are making determines the type of list. You will need to contact the applicable board or commission to determine which of the following will be required in your case.

(Circle one – If no letter is circled a “D” list will be prepared.)

A. Direct Abutters - Direct Abutters to Parcel and Roadway Being Improved

This list contains direct abutters only. Properties across public right-of-ways or paper streets, which have not been discontinued, are not included. (This list should include direct abutters to the roadway being improved if road construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the parcel, notwithstanding public or private streets or ways, municipal borders or bodies of water. *parcels 10*

C. Abutter to Abutter Within 300 Feet

This list contains abutters to direct abutters within 300 feet of the parcel. If there is more than one abutter between the subject parcel and the abutting property within 300 feet the owner will not be notified.

D. All Property Owners Within 300 Feet (Cell Towers – All Property Within 500 Feet)

This list contains all properties within 300 feet of the subject parcel. Abutters to abutter restrictions do not apply.

Assessor's
Signature

John B. Speidel

Date

10/10/25


Amount

\$20.00

PARCEL ID	LOCATION	OWNER 1	OWNER 2	ADDRESS 1	ADDRESS 2	CITY	STATE	ZIP CODE
95-97-0	16 REARDON RD	REARDON DOROTHY E.	REARDON DEBORAH A.	P O BOX 403		NUTTING LAKE	MA	01885
96-77-0	15 REARDON RD	REARDON COLE E		9 WEATHERVANE RD		BILLERICA	MA	01821-5660
96-78-0	11 REARDON RD	SALEMME ANTHONY J		10 GOV HUTCHINSON RD		BILLERICA	MA	01821
96-79-0	9 REARDON RD	ALICANDRO STEVEN	ALICANDRO SUSANA	9 REARDON RD		BILLERICA	MA	01821-4223
96-80-0	5-7 REARDON RD	SKELTON DANIEL		60 ELIOT ST		BILLERICA	MA	01821
96-85-0	8 REARDON RD	FEENEY KEVIN D.	DOYON LISA M.	8 REARDON RD		BILLERICA	MA	01821
96-86-0	10 REARDON RD	PASSY GERARD BULANDRESE KALA	KIBAMBA JOARCELLE MARNELLE LEMBE	10 REARDON RD		BILLERICA	MA	01821-4256
96-87-0	12 REARDON RD	MORRISON STEPHEN D		12 REARDON RD		BILLERICA	MA	01821-4256
96-88-0	14 REARDON RD	KELLEY DAVID		14 REARDON RD		BILLERICA	MA	01821-4256

DISCLAIMER: This list is certified based upon records held in this department as of the date on the abutter's list. It was completed to the best of our ability based upon the information we have available. We do not certify the accuracy of this list per se, only the names and addresses listed on it. In most cases, public disclosure of the hearing pertaining to this list is required and published in the local newspaper. Every effort has been made to ensure proper notification.

The Board of Assessors certifies the accuracy of the names and addresses on this list based upon our current records.


John B. Speidel
Chief Assessor

October 10, 2025



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

NOTICE OF HEARING

To: NATIONAL GRID, VERIZON AND ALL ABUTTERS

You are hereby notified that a hearing will be held by the Select Board on Monday, October 20, 2025 @ 6:00 PM in the Conway Hearing Room #205 in Town Hall, 365 Boston Road and via Zoom:

<https://us02web.zoom.us/j/83477138002>

phone 1 929 205 6099

webinar id: 834 7713 8002

National Grid #31195999

Parcel: 96-88-0
14 Reardon Road

National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.

If there any questions on this hearing: Please call or email Joseph Ientile at (978) 766-3114 or joseph.ientile@nationalgrid.com



LICENSE APPLICATION
BILLERICA SELECT BOARD

Fee Paid: \$ _____

ACTION: ☒ NEW or ☐ CHANGE

Licensee of Business: Boys + Girls Club of Greater Billerica		
Doing Business As:		
Street Address: 19 Campbell Road		Assessors Plate/Parcel:
Phone #: (617) 666-0000	Zip Code: 01821	Tax ID #: [REDACTED]
Alt. Phone #: [REDACTED]	Email: [REDACTED]	

DESCRIPTION OF PREMISES:

Include # floors, total SF, # of patron restrooms, entrance/exit locations, etc. Use additional attachments if necessary and attach a plot plan of the premises if there are exterior changes.

The event will take place in the gym (6,477 sq. ft)
Guests will have access to the locker rooms
(Womens: 4 toilets, Mens: 2 toilets, 2 urinals)

REQUIRED SIGNATURES: (Obtain necessary approvals before submission)

Building Inspector: Mark F. [Signature]	Date: 9/22/25
Comments:	
Board of Health: [Signature] If food is being served, a Temp. Food Service Permit may be needed.	Date: 9/23/25
Comments: Temp Food Permit is required for Event.	
Police: Lt. S. [Signature]	Date: 9/30/25
Comments:	
Fire: [Signature]	Date: 9/23/25
Comments:	
Treasurer: Elaine [Signature]	Date: 9/22/25
Comments:	

Manager's Name: Meg Gambale		
Street Address: [REDACTED]		
City/Town/State: [REDACTED]		
Phone #: [REDACTED]	Tax ID #: [REDACTED]	Email: [REDACTED]



Town of Billerica Police Department

6 Good Street
Billerica, Ma 01821
(978) 215-9621 Fax (978) 670-2762
scoffey@billericapolice.org

Billerica Select Board 09/30/25
RVD OCT 1 2025

September 30, 2025

To: Select Board

From: Lt. Sean P. Coffey

Re: Boys and Girls Club of Greater Billerica – One-Day Liquor License Application

Board Members,

On September 28, 2025, I received an application for a one-day, all-alcohol liquor license from Ms. Margaret Gambale, representing the Boys and Girls Club of Greater Billerica, a registered 501(c)(3) nonprofit organization. The request is for the Annual Hall of Fame Dinner, a fundraising event scheduled to be held at 19 Campbell Road on November 13, 2025, from 5:00 p.m. to 9:00 p.m.

A background/CORI check was conducted on Ms. Gambale, which revealed no findings. Alcohol service will be provided by The Bartending Service of New England, LLC, whose staff are TIPS certified. It is also worth noting that the Boys and Girls Club of Greater Billerica has successfully hosted prior fundraising events without incident.

Based on the above, I recommend approval of this one-day all-alcohol liquor license.
Respectfully submitted,

Lt. Sean P. Coffey

Requested Hours of Operation: (For new application or for change on license)

Weekday (Monday-Friday):	Thursday, Nov. 13	5pm - 9pm
Saturday:		
Sunday:		

LICENSE TYPE REQUESTED:

LIQUOR (Circle Option):	On-Premise Retail (S12)	Wine & Malt	<u>All Alcohol</u>
	Off Premise Retail (S15)	Wine & Malt	All Alcohol
Type of Business S12 Only: Club Hotel/Innkeeper Restaurant			
1-Day Special: <input checked="" type="checkbox"/>	Wine & Malt	<u>All Alcohol (Non-profit Organizations Only)</u>	
COMMON VICTUALLER (Circle Option):	Restaurant	Innholder	Cafeteria
ZBA/Special Permit?: Provide Copy if Yes	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
MOTOR VEHICLE (Circle Option):	Class I	Class II	Class III
HAZARDOUS MATERIAL STORAGE (List Type):			
ENTERTAINMENT:			
Weekday: (Per MGL, Ch. 140, Section 183A):			
Sunday: (Per MGL, Ch. 136 – Form 90 Required):			
Type of Entertainment:			
AMUSEMENT DEVICE (Per MGL, Ch.140, Section 177A)			
# of Total Devices:			
Enter Each Device Separately. Name of Machine and Serial #. Use separate paper if necessary.			
#1:	#5:		
#2:	#6:		
#3:	#7:		
#4:	#8:		
OTHER (Circle Option):			
Taxi	Livery	Bowling	Auctioneer Other: _____
Licensees Signature: <u>M. Walala</u>	Date: <u>9/10/2025</u>		
Title: <u>CEO</u>			
The applicant certifies compliance with all Rules, Regulations, Laws and By-Laws in effect at this time. Under the penalties of perjury, the signature below certifies the above information as true and correct to the best of their knowledge and belief. False statements can result in immediate license revocation.			

NAME OF INDIVIDUAL OR CORPORATION THAT PAYS REAL ESTATE TAXES TO THE TOWN OF BILLERICA:

Boys + Girls Club of Greater Billerica
19 Campbell Road
Billerica, MA 01821



Town of Billerica Police Department

6 Good Street
Billerica, MA 01821
(978) 215-9621 Fax (978) 670-2762
www.billericapolice.org

Criminal Record Background Check

Date: 9/10/2025

Release: I, Margaret Gambale
Name of Applicant



Date of Birth

allow the Town of Billerica Police Department to search my records to ascertain information on my personal history.

Authorization for Personal History:

This authorization will give the Billerica Police Department permission to research your background, personal history and character references.

Margaret Gambale
Signature of Applicant

Application Approved: _____

Application Denied: _____

Reason: _____

MASSACHUSETTS

DRIVER'S
LICENSE

USA



M1696

NONE

187155 BRO
15 SEX F 16 HGT 5'-05"
5 DO 04/14/2025 Rev 12/22/2015

McBride



The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
Lafayette City Center
2 Avenue de Lafayette, Boston, MA 02111-1750
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: Boys + Girls Club of Greater Billerica
Address: 19 Campbell Road
City/State/Zip: Billerica, MA 01821 Phone #: 978-667-2193

Are you an employer? Check the appropriate box:

1. ☒ I am an employer with _____ employees (full and/or part-time).*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. ☐ Retail
6. ☐ Restaurant/Bar/Eating Establishment
7. ☐ Office and/or Sales (incl. real estate, auto, etc.)
8. ☒ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Health Care
12. ☐ Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: Am Trust Group
Insurer's Address: PO Box 6939
City/State/Zip: Cleveland, OH 44101
Policy # or Self-ins. Lic. # WWC3713390 Expiration Date: May 15, 2026

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under § 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: M. Mahale Date: 9/10/2025
Phone #: 978-667-2193

Official use only. Do not write in this area, to be completed by city or town official.

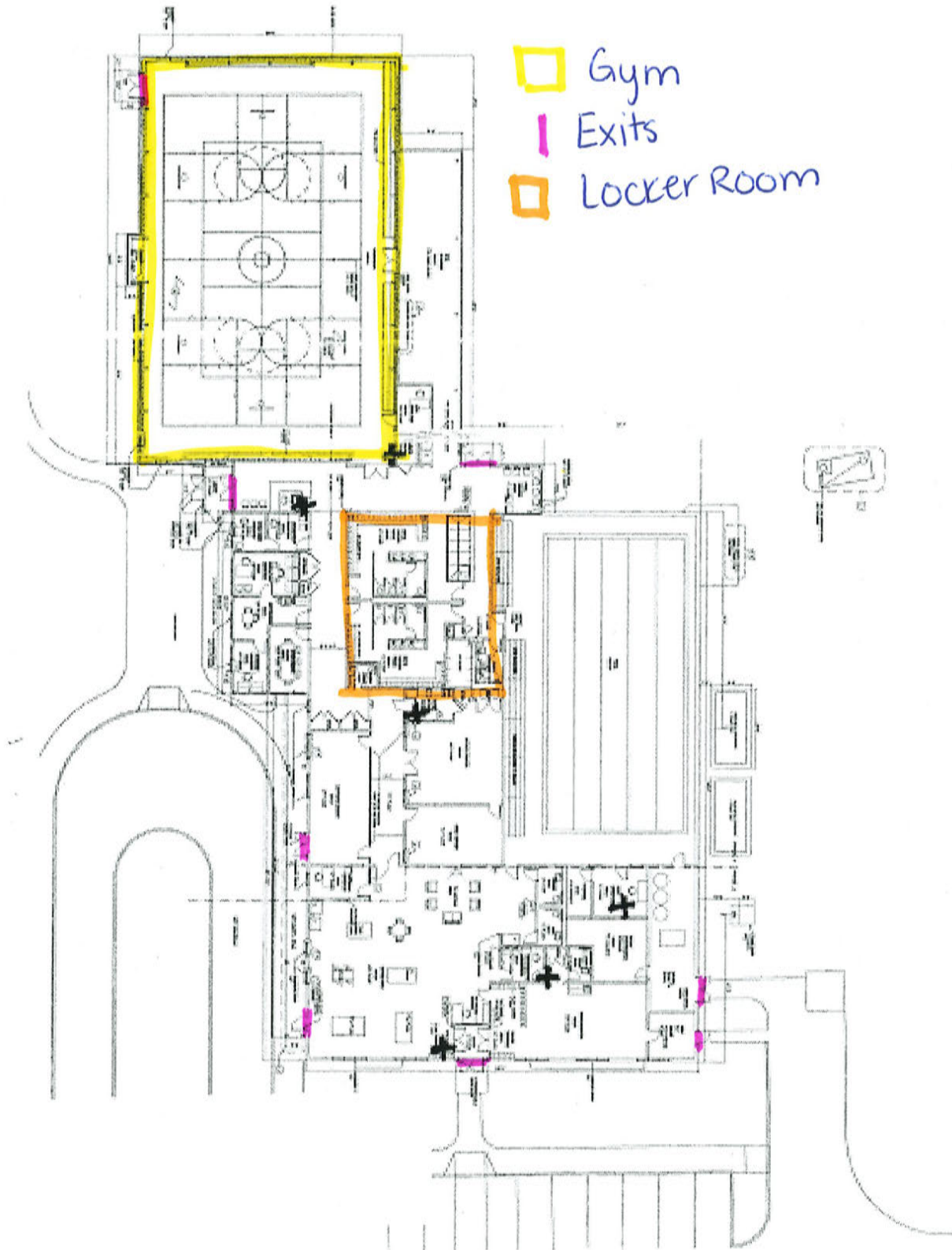
City or Town: _____ Permit/License # _____

Issuing Authority (check one):

1. ☐ Board of Health 2. ☐ Building Department 3. ☐ City/Town Clerk 4. ☐ Licensing Board
5. ☐ Selectmen's Office 6. ☐ Other _____

Contact Person: _____ Phone #: _____

Boys + Girls Club of Greater Billerica





The Commonwealth of Massachusetts
BILLERICA HEALTH DEPARTMENT

Billerica Town Hall
Billerica, MA 01821
Telephone 978-671-0931

**POST THIS PERMIT IN A CONSPICUOUS PLACE.
THIS PERMIT SHALL NOT BE SOLD, ASSIGNED, OR TRANSFERRED**

PERMIT NUMBER FSE 26-252

FEE \$0.00

In accordance with Regulations promulgated under authority of Chapter 94, Section 305A and Chapter 111, Section 5 of the General Laws a Permit is hereby granted to:

Boys & Girls Club of Greater Boston

Whose place of business is located at 19 Campbell Road, Billerica, MA 01821

is hereby granted the following Board of Health permit(s) in the Town of Billerica:

- ☐ Food Service Establishment
- ☒ Retail Food Establishment
- ☐ Catering
- ☐ Frozen dessert
- ☒ Milk and Cream Storage
- ☐ Limited Retail Sales of prepackaged food items
- ☐ Residential Kitchen
- ☐ Mobile Food
- ☐ Temporary Permit

RESTRICTIONS:

2025 Hall of Fame Dinner. Statler Chicken & Vegetables, Salad, and assorted baked goods.
Thursday November 13, 2025 5-8pm

Town of Billerica - Board of Health

Sandra Giroux, Chair

Jon Metivier, Vice Chairman

Amit Gandhi, Ph.D., Secretary

Joe Devlin

Robert Reader

DATE PERMIT ISSUED: 09/23/2025

DATE PERMIT EXPIRES: 11/13/2025



BARTSER-01

TLAVIGNEJOYCE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/7/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER World Insurance Associates, LLC 64 E Grove St Middleboro, MA 02346	CONTACT NAME:	PHONE (A/C, No, Ext): (508) 947-1818		FAX (A/C, No):
	E-MAIL ADDRESS: tonyalavigne@worldinsurance.com			
INSURED The Bartending Service of N.E. P.O. Box 425 Middleboro, MA 02346	INSURER(S) AFFORDING COVERAGE			NAIC #
	INSURER A: Hospitality Mutual Insurance Company			13163
	INSURER B: Commerce Insurance Company			34754
	INSURER C: Technology Insurance Company			42376
	INSURER D:			
	INSURER E:			
INSURER F:				

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CPP2002463	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BHLQJJ	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION S			ELP2002462	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		TWC4544695	1/1/2025	1/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Liquor Liability			CPP2002463	1/1/2025	1/1/2026	See Below

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Liquor Liability- Per Person Occurrence Limit: \$1,000,000, Per Occurrence Limit: \$1,000,000, Aggregate Limit: \$2,000,000.

CERTIFICATE HOLDER

CANCELLATION

For Proof of Insurance Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Kenneth W Olivieri

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If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 800-438-8477.



A 360 TRAINING COMPANY

ID #: 29254482

Name: COLEMAN MOYNIHAN

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254482

COLEMAN MOYNIHAN

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TIPS Trainer: Michael Marcantonio, 64

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A 360 TRAINING COMPANY

ID #: 29254483

Name: MAKENZIE WEST

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254483

MAKENZIE WEST

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A 360 TRAINING COMPANY

ID #: 29254485

Name: JULIE PICCININ

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254485

JULIE PICCININ

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ID #: 29254479

Name: EMMA KITSON

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254479

EMMA KITSON

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ID #: 29254480

Name: ZACHARY BERGERON

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254480

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ID #: 29254481

Name: JOSEPH DAVIS

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254481

JOSEPH DAVIS

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ID #: 29254473

Name: JEANINE MACKINAW

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254473

JEANINE MACKINAW

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ID #: 29254474

Name: MEGAN FEENEY

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254474

MEGAN FEENEY

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ID #: 29254475

Name: LATRELL COOK

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254475

LATRELL COOK

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A BACARDI COMPANY

ID #: 29254476

Name: MICHAEL ROGERS

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254476

MICHAEL ROGERS

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A BACARDI COMPANY

ID #: 29254477

Name: CHRYSTAL ZAJCHOWSKI

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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A BACARDI COMPANY

ID #: 29254478

Name: ERIK SOBRINHO

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254478

ERIK SOBRINHO

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ID #: 29254514

Name: BRANDON MENDES

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254514

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ID #: 29254515

Name: DEVON HOGAN

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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ID #: 29254515

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ID #: 29254516

Name: JACOB BRIGGS

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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Issued: 06/25/2023

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ID #: 29254516

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ID #: 29254517

Name: ANDREW BROWN

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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ID #: 29254517

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ID #: 29254518

Name: NATHAN VILLANO

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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ID #: 29254518

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ID #: 29254521

Name: NICHOLAS MCGOURTHY

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254521

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ID #: 29254499

Name: ANGELA CORIO

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

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Expires: 06/24/2026

ID #: 29254499

ANGELA CORIO

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ID #: 29254500

Name: RYAN SIGREN

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

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Issued: 06/25/2023

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ID #: 29254500

RYAN SIGREN

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ID #: 29254501

Name: CONNOR PERRY

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254501

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ID #: 29254502

Name: HARRISON FULLER

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254502

HARRISON FULLER

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ID #: 29254511

Name: JAKE SEGREVE

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254511

JAKE SEGREVE

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ID #: 29254513

Name: LOGAN VERHAEGEN

Exam Date: 06/25/2023 Expiration Date: 06/24/2026



TIPS On-Premise

CERTIFIED

Issued: 06/25/2023

Expires: 06/24/2026

ID #: 29254513

LOGAN VERHAEGEN

For service visit us online at www.gettips.com
TIPS Trainer: Michael Marcantonio, 64



DIVISION OR DEPARTMENT

October 14th, 2025

Chris Dillon
Town Manager
365 Boston Road
Office #207
Billerica, MA 01821

Dear Mr. Dillon,

Thank you and the entire Billerica team for your support of our project. It has been years in the making, and we look forward to growing in Billerica.

Entegris, Inc., headquartered in Billerica, Massachusetts, traces its origins to the 1966 founding of Fluoroware, a pioneer in contamination control for the semiconductor industry. The company officially became Entegris in 1999 following a merger with EMPAK, and further expanded its presence in Billerica after merging with Mykrolis Corporation in 2005. Over the decades, Entegris has grown into a global leader in advanced materials and specialty chemicals, with its Billerica facility serving as a central hub for innovation, manufacturing, and environmental stewardship.

Our project plan is to grow our presence in Billerica. The options for the sites are numerous and range from new square footage to reconfiguring our existing space to allow for more square footage inside the four walls of the buildings. With the layout of the current facilities, we feel the maximum additional square footage possible on this site is roughly 50,000 sq ft. This would equate to a roughly \$20m spend but is highly dependent on market needs and outside factors. To this pursuit, the waiver of development fees (electrical, building, plumbing, HVAC) and any other to be identified fees associated with the additional square footage or reconfiguring existing space would assist in our growth. Finally, we request any initial capacity charges for water/sewer be waived due to the significant monthly fees we already pay for those services.

In order we would request Billerica to freeze our property tax assessment for the duration of our lease term or 10 years, whichever comes first.

Finally, we've worked with the State of Massachusetts to assist with funds to improve the traffic flow and safety of the entrance to the industrial park. We would request you submit an application for the MassWorks Infrastructure Program (we'll coordinate with the state project manager and your team) to support the connection of 129 Concord Road to the existing red light. With the increase in employees, this should dramatically improve the ingress/egress and safety for our employees and those of the industrial park.

Thank you for your continued support of our project.

Sincerely,

Brian Eagle

Brian Eagle
Director of Government Affairs

[REDACTED]
[REDACTED]

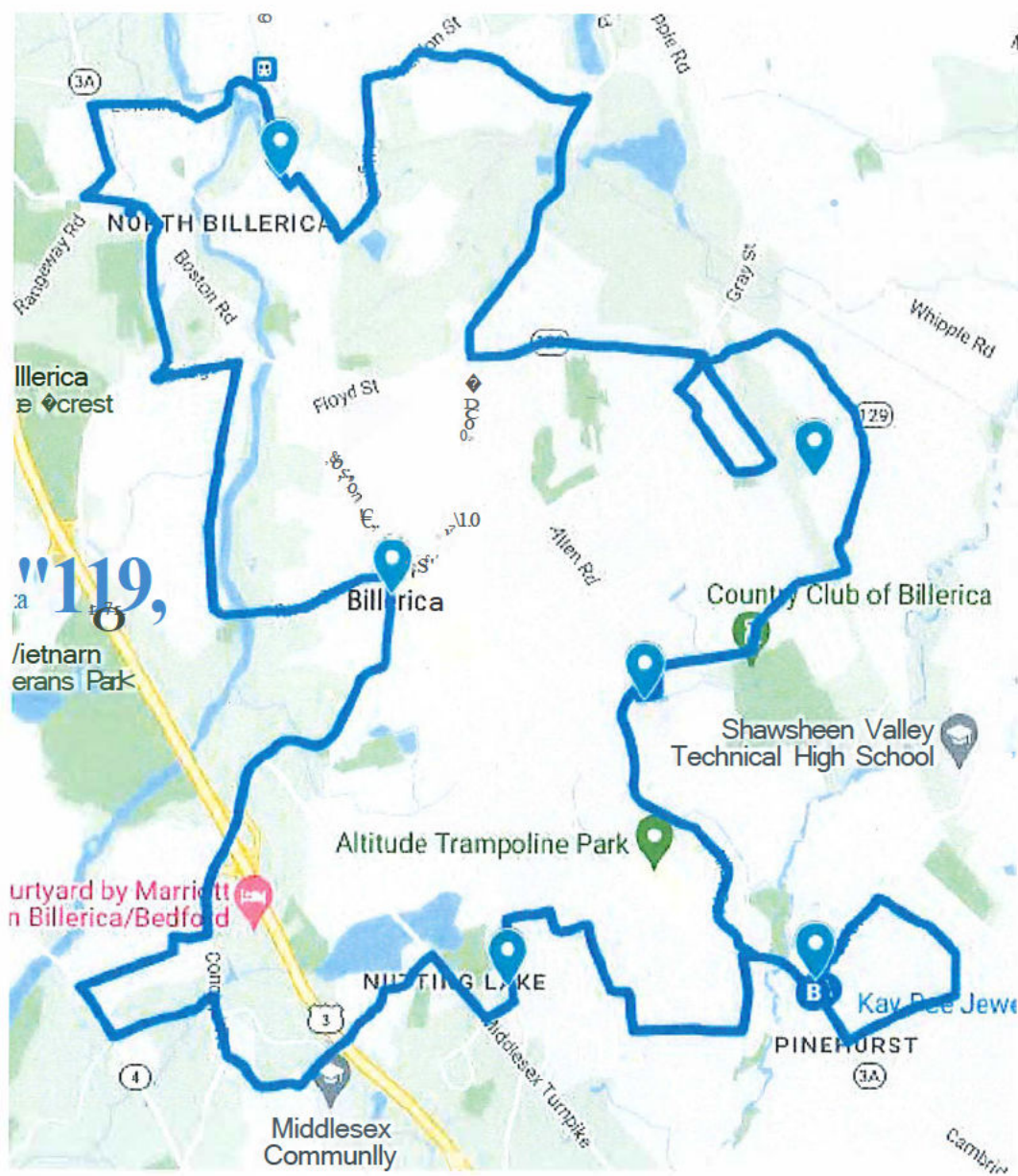
PRELIMINARY

Billerica Christmas Parade 2025

Start St. Mary's Church, Pinehurst (27 mi (normal driving time is 1 hour 4 minutes))

• Turn left onto Boston Rd	0.252 mi
• Turn left onto Pinehurst Ave	0.541 mi
• Turn left onto Christina Ave	0.635 mi
• Turn left onto Cook St	0.510 mi
• Turn right onto Boston Rd	0.273 mi
• Slight right onto Allen Rd	1.54 mi
• Turn right toward Urban St (Into Locke Middle School)	1316 ft
• Turn right onto Baldwin Rd	1.04 mi
• Turn left to stay on Baldwin Rd	0.758 mi
• Turn onto Kimrough Rd (into Kennedy Elementary School backwards)	
• Turn right onto Carline Dr	
• Left onto Salem Rd	0.498 mi
• Continue onto MA-129 W/Andover Rd	0.277 mi
• Continue straight onto Andover Rd	564 ft
• Turn left onto Governor Fuller Rd	0.551 mi
• Turn right onto Governor Hutchinson Rd	0.531 mi
• Turn left onto Governor Carver Rd	659 ft
• Turn right onto Andover Rd	761 ft
• Turn left onto Gray St	358 ft
• Turn left at the 1st cross street onto Salem Rd	1.08 mi
• Turn right onto Pond St	1.33 mi
• Turn left onto Oak St	0.833 mi
• Turn left onto Sheldon St	0.290 mi
• Turn left onto High St	0.790 mi
• Turn right onto Rogers St	0.336 mi
• Turn left toward Wedgemere St (into the Hajjar Elementary School)	1053 ft
• Turn right onto Call St	459 ft
• Turn left onto Rogers St	0.263 mi
• Continue onto Faulkner St	1,037 ft
• Continue onto Old Elm St	1,030 ft
• Turn right onto Lowell St	0.508 mi
• Turn left onto Boston Rd	0.312 mi
• Turn right onto Rangeway Rd	955 ft
• Sharp left onto Chelmsford Rd	1,204 ft
• Pull into High Octane Harley (STOPPING Point)	
• Turn right onto Chelmsford Rd	207 ft
• Slight right onto Boston Rd	646 ft
• Turn right onto Treble Cove Rd	0.736 mi
• Turn left onto Bridge St	0.393 mi
• Turn right onto Bridle Rd	1.14 mi
• Turn left onto River St	0.844 mi
• Turn right onto Concord Rd	2.06 mi
• Turn right onto Ranlett Ln	817 ft
• Turn left onto Fawn Ln	328 ft
• Turn right onto Stag Dr	0.457 mi
• Turn left onto MA-4 S/Nashua Rd	0.278 mi
• Turn left onto Dudley Rd	0.505 mi
• Turn right onto Concord Rd	0.277 mi
• Turn left onto Springs Rd	0.405 mi
• Turn left onto Orchard Rd	0.336 mi
• Continue onto Eliot St	0.259 mi
• Turn right onto Marshall St	0.280 mi
• Turn right onto Middlesex Turnpike	0.382 mi
• Turn left onto Manning Rd	814 ft
• Turn left onto Lexington Rd	0.378 mi
• Turn right onto School House Ln	1,109 ft
• Turn right onto Bowman Rd	0.255 mi
• Turn right onto Wyman Rd	0.309 mi
• Turn left onto Partridge Rd	0.757 mi
• Turn left onto Shawshheen Rd	0.350 mi
• Turn right onto Boston Rd	
• Finish at St. Mary's Church	

PRELIMINARY



Dawn McDowell

From: Sean Coffey <SCoffey@billericapolice.org>
Sent: Wednesday, October 15, 2025 2:39 PM
To: Dawn McDowell
Cc: Roy W. Frost
Subject: Re: FW: Request to Open Early for Thanksgiving and Christmas Eve

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Hello Dawn, I spoke with Chief Frost and he has agreed to the early opening on the two dates requested. I have also spoken with the manager and bartender scheduled for that day and expressed my concerns regarding potential over service of guests for the extended hours and the need to be extra vigilant during the holiday season.

Sean Coffey

Detective Lieutenant

Billerica Police Department

6 Good St

Billerica, MA 01821

Direct Phone: 978-215-9674 Agency Phone: 978-671-0900 Fax: 978-663-2392

Website: <https://police.billericaps.com>

This message contains information which may be confidential and privileged. Unless you are the addressee (or authorized to receive for the addressee), you may not use, copy or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply e-mail, and delete or destroy the message. Thank You.

From: "Dawn McDowell (selectboard@billerica.gov)" <selectboard@billerica.gov>
To: Sean Coffey <scoffey@billericapolice.org>
Date: Wed, 15 Oct 2025 13:54:39 +0000
Subject: FW: Request to Open Early for Thanksgiving and Christmas Eve

Hi Sean,

This request came in from Pinehurst Tavern.

Do you have any issue with this request?

Thank you!

Dawn

From: PinehurstTavern <pinehursttavern5@gmail.com>
Sent: Tuesday, October 14, 2025 1:53 PM
To: Dawn McDowell <selectboard@billerica.gov>
Subject: Request to Open Early for Thanksgiving and Christmas Eve

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Dear Select Board

We are writing to request that we may open early at 9 AM on Thanksgiving and Christmas Eve mornings to serve mimosas and breakfast.

This would provide our community with a festive start to their holidays.

Thank you for considering our request. Please let us know if you need any further information.

Thank you,
Renee Whitney & Nicole Runyan
Pinehurst Tavern
786 Boston Road

Dawn McDowell

From: Fred Russell
Sent: Thursday, October 16, 2025 3:21 PM
To: Diana Saunders; Christopher Sennott [REDACTED]
Cc: Roy W. Frost; Kerry Clery; Dawn McDowell
Subject: RE: Turkey Trot

Thank you.

The DPW will support the event.

Fred

*Frederick W. Russell, PE, PWLF, Director
Town of Billerica Department of Public Works
365 Boston Road
Billerica, MA 01821
Phone: (978) 671 – 1313*

"Public works isn't just a job, it's magic that transforms communities"



TOWN of BILLERICA

From: Diana Saunders <diandbud@aol.com>
Sent: Thursday, October 16, 2025 3:16 PM
To: Christopher Sennott [REDACTED]
Cc: Roy W. Frost <rfrost@billericapolice.org>; Kerry Clery <kclery@billericak12.com>; Dawn McDowell <selectboard@billerica.gov>
Subject: Turkey Trot

You don't often get email from diandbud@aol.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Thanksgiving morning at 7:30 start time . Leaving from Marshall on Salem Rd to pond St up heritage down 3A up salem rd back to the Marshall school .

Dpw
Billerica police
School department

Board of selectman
Respectfully

Submitted
Diana Saunders

Sent from the all new AOL app for iOS

Dawn McDowell

From: Roy W. Frost <RFrost@billericapolice.org>
Sent: Thursday, October 16, 2025 2:17 PM
To: Dawn McDowell
Cc: Timothy F. McKenna; Fred Russell; Brenda Grant
Subject: Re: Turkey trot

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

The police department is prepared to support the event on Thanksgiving morning but we're still waiting for confirmation she has received support from the school and DPW. If they get all that in place we will assist them with the route for traffic safety.

Chief Roy Frost
Billerica Police Department
978-215-9653

Sent from my iPhone

On Oct 16, 2025, at 11:19 AM, Dawn McDowell (selectboard@billerica.gov) <selectboard@billerica.gov> wrote:

Good Morning,

I received a call from Diana Saunders a few minutes ago asking this to be on the agenda for Monday.

Has this been approved through your departments?

If you could send me an email today that would be great. I'm trying to lock down the Select Board package for Monday.

Thank you!
Dawn

From: Diana Saunders [REDACTED]
Sent: Thursday, October 16, 2025 11:04 AM
To: Dawn McDowell <selectboard@billerica.gov>
Subject: Fw: Turkey trot

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Sent from the all new AOL app for iOS

Begin forwarded message:

On Tuesday, October 14, 2025, 10:39 AM, Diana Saunders [REDACTED] wrote:

Chief Frost

I do apologize for the short notice. The 250 Committee is interested doing a turkey trot race . We're looking at Thanksgiving morning. We're planning on using the same route that has been used in the past starting at the Marshall school. We're thinking about 8 o'clock for the race or maybe 7 AM whatever works best for you. It would be great if we could do Thanksgiving morning on November 27.

Sincerely Kelley Sardina

Feel free to contact me at [REDACTED] again sorry for the short notice

Sent from the all new AOL app for iOS

Chief Roy W Frost
Billerica Police Department
978-215-9652



APPLICATION FOR TOWN BOARDS, COMMITTEES, AND COMMISSIONS
BILLERICA, MA

"GOOD GOVERNMENT STARTS WITH YOU"

If you are interested in in serving on an appointed Town committee, please fill out this form and mail to:

Select Board
Billerica Town Hall
365 Boston Road
Billerica, MA 01821

Filling out this form in no way assures appointment. All vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

Applying for (please check one):

☒ Regular Member Only

☐ Alternate Member Only

☐ Will Accept Either

Name: Joe Shaw

Home Phone: [REDACTED]

Address: [REDACTED]

Email Address: [REDACTED]

Amount of Time Available: As Needed

Interest in What Town Committees: BOARD OF APPEALS

Present Business Affiliation and Work: Retired Builder / Building Inspector

Business Experience: In Construction 58 YEARS

Education or Special Training: Attend many State Classes on Chap 40A - Zoning

Date Appointed/Elected

Town Offices Held

Term Expired

BOARD OF APPEALS (Billerica) 25+ YEARS
Town Meeting Member 33 YEARS

Reason for Applying: I think my knowledge in Construction and legal will help the BOA.

Signature: Joseph R. Shaw

Date: 9-25-2025

☒ Please Note: All Appointees of the Select Board are required to read the Code of Conduct. By checking this box, you agree to adhere to the Code of Conduct set forth by the Select Board Policies and Procedures, Section 38.0.



Billerica Select Board 045152
R04D SEP 29 2025

APPLICATION FOR TOWN BOARDS, COMMITTEES, AND COMMISSIONS
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Billerica, MA 01821

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Applying for (please check one):

☒ Regular Member Only

☐ Alternate Member Only

Name: John LaFauci

Home Phone: [REDACTED]

Address: [REDACTED]

Email Address: [REDACTED]

Amount of Time Available: As much as needed.

Interest in What Town Committees: Regular member ZBA

Present Business Affiliation and Work: Bathroom + Kitchen ~~Remodel~~ Remodeler

Business Experience: 20+ yrs in construction

Education or Special Training: Currently The Alternator

Date Appointed/Elected

Town Offices Held

Term Expired

Reason for Applying: Tired of what is going on in Billerica, hoping to make a difference.

Signature: [Signature]

Date: 9/29/25

☒ Please Note: All Appointees of the Select Board are required to read the Code of Conduct. By checking this box, you agree to adhere to the Code of Conduct set forth by the Select Board Policies and Procedures, Section 38.0.



Billerica Select Board PM1:55
RCVD OCT 2 2025

APPLICATION FOR TOWN BOARDS, COMMITTEES, AND COMMISSIONS
BILLERICA, MA

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If you are interested in in serving on an appointed Town committee, please fill out this form and mail to:

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Billerica, MA 01821

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Applying for (please check one):

☒ Regular Member Only

☐ Alternate Member Only

☐ Will Accept Either

Name: Kelley J Sardina

Home Phone: [REDACTED]

Address: [REDACTED]

Email Address: [REDACTED]

Amount of Time Available: Full Time

Interest in What Town Committees: Board of appeals (ZBA)

Present Business Affiliation and Work: Retired.

Business Experience: Planning board, Finance Committee.

Education or Special Training: Training, educational classes that are offered, through - mass. Gov and MMA

Date Appointed/Elected

Town Offices Held

Term Expired

2020-22

Finance Committee

2022

2022-25

Planning board

2025

Reason for Applying: See Back side

Signature: Kelley J Sardina

Date: 10/2/25.

☒ Please Note: All Appointees of the Select Board are required to read the Code of Conduct. By checking this box, you agree to adhere to the Code of Conduct set forth by the Select Board Policies and Procedures, Section 38.0.

Zoning has been a Passion of mine for many
Years, Denying a Project is not Necessarily
The answer, working with the applicant to
achieve the best out come for both the
applicant and the Community, will be
Sucsse for all,



Program Information

October 2025



MassDevelopment

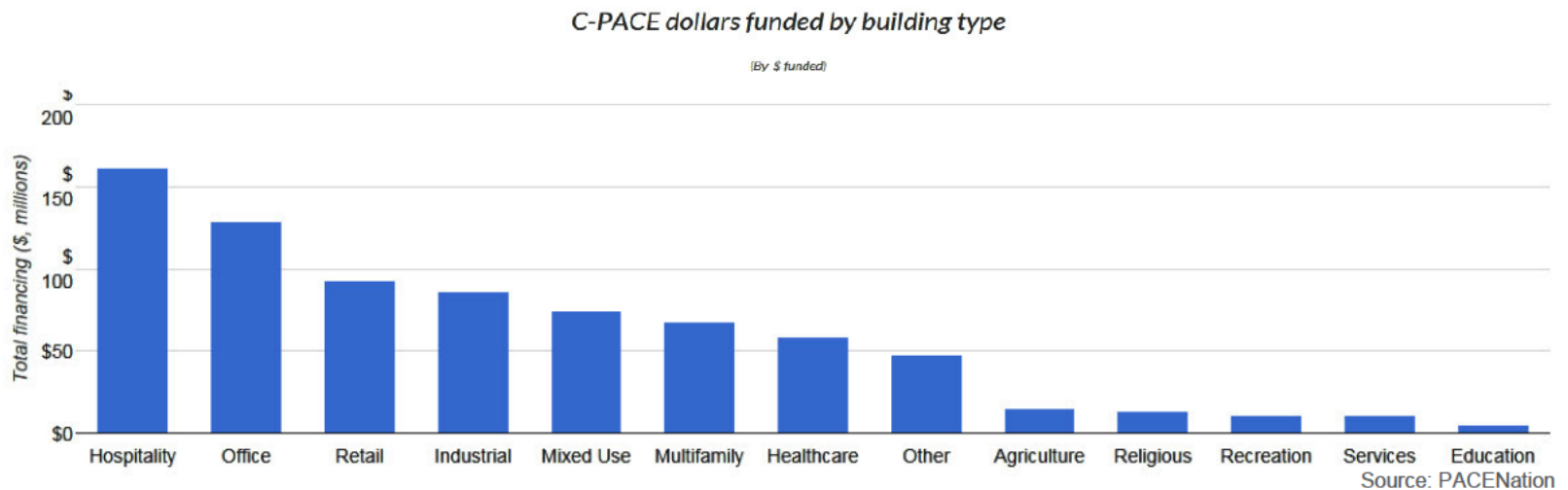
- Commonwealth's Development Finance Agency & Land Bank
- Works with businesses, nonprofits, financial institutions, and communities to stimulate economic growth throughout Massachusetts
- Promotes capital investment and economic development by providing financing and development solutions
- In FY25, MassDevelopment financed or managed 409 projects generating investment of more than \$4.65 billion in the Massachusetts economy
- These projects are estimated to create or support 25,246 jobs and build or preserve 2,867 housing units

Property Assessed Clean Energy (PACE)

- PACE allows commercial property owners to finance energy improvements, or new construction, via special betterment assessments on their property tax bills
- Benefits
 - Municipalities
 - Job creation, attract new and retain existing business, and environmental benefits associated with reducing energy consumption
 - Property owners
 - No new debt on balance sheet, no pay-off upon sale of property (assessments run to new owner), long-term financing (20-year max), no new mortgage lien
 - Lenders/Mortgage holders
 - Improved cash flow and reduced credit risk from lower operating costs via financing that cannot be accelerated. Capital improvements could also increase collateral property value

National Commercial PACE Market

- 32 States (plus DC) have active commercial PACE programs
- 40 states (plus DC) have PACE enabling legislation
- \$9.7 billion financed for 3,581 projects as of June 2025

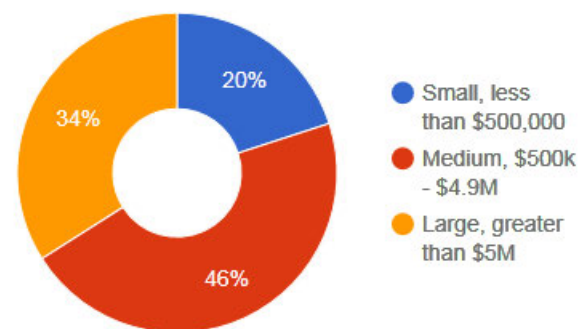


New England Commercial PACE Programs

- Connecticut passed PACE enabling legislation in 2011; C-PACE is administered by the Connecticut Green Bank
- Rhode Island passed PACE enabling legislation in 2016; RI C-PACE is sponsored by the RI Infrastructure Bank
- New Hampshire passed PACE enabling legislation in 2016
- Maine passed PACE enabling legislation in 2021; their program is in operation

C-PACE projects by amount financed

(By \$ funded)



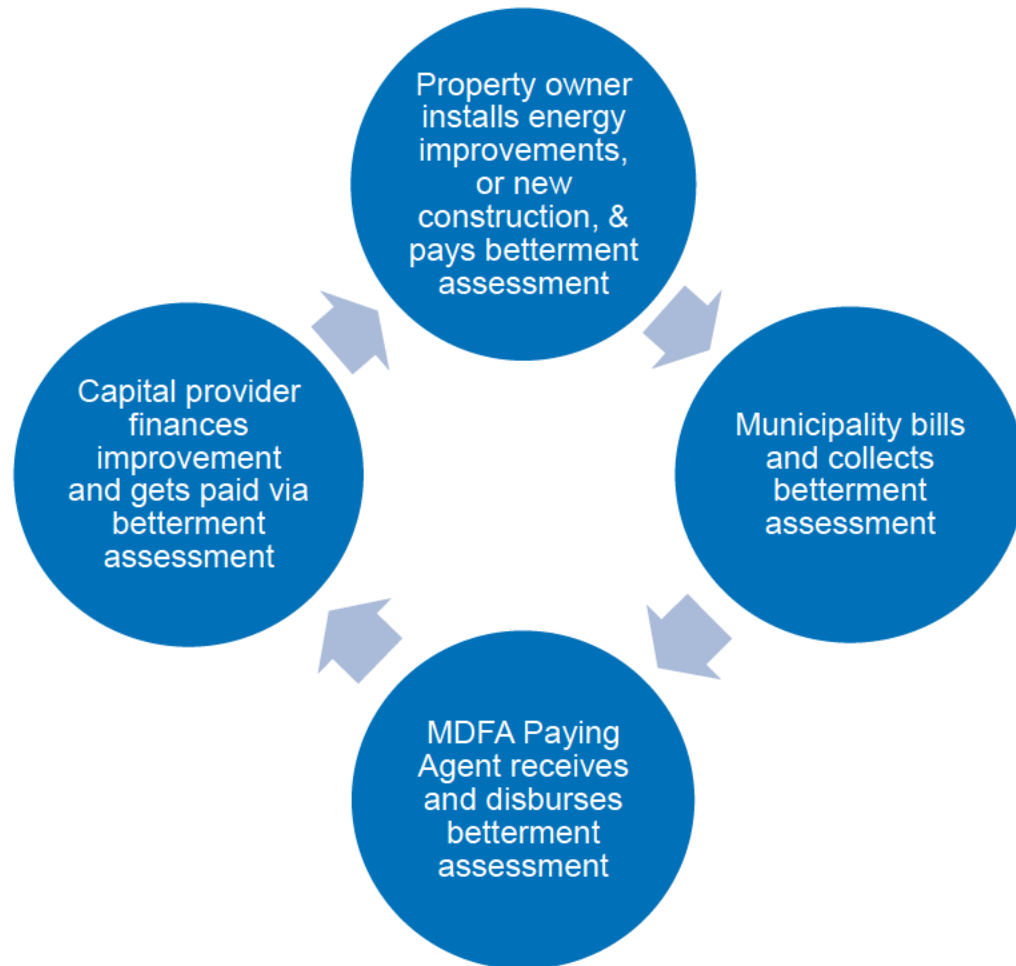
PACE in Massachusetts



- The PACE Massachusetts Program launched July 28, 2020
 - PACE legislation passed in H4586
 - New Construction became eligible in May 2023
- MassDevelopment is Program Administrator
 - Administers PACE in consultation with the Massachusetts Department of Energy Resources (DOER)
- PACE guidelines including approval requirements, financing documents and RFI for Capital Providers available at:
www.massdevelopment.com
- Version 2.1 released March 2025 – includes updates for new construction eligibility

PACE Flow of Funds

- Private Capital Providers (CP) extend financing and are repaid via betterment assessments collected by the municipality



Eligible Properties

New Construction and Existing

Commercial/Industrial

- Office buildings
- Malls
- Hotels
- Restaurants
- Manufacturers



Not for profit

- YMCAs
- Schools
- Health Care



Multifamily Housing

- Apartment complexes (5 units or more)



Eligible Measures

Energy Efficiency

- Energy management systems
- Insulation and air sealing
- HVAC systems
- Boilers and furnaces
- Lighting
- Energy recovery and redistribution systems



Renewable Energy

- Solar panels
- Solar hot water
- Geothermal

PACE Project Overview: Abercrombie Building, Bank Row, Greenfield

Property: A blighted, historic 12,000 sq. ft. building that was rescued and transformed.

Project:

- Building systems needed major upgrades and PACE allowed owner to retroactively finance the cost of the energy improvements into a fixed 20 yr. term
- Installed 30 kW solar photovoltaic system on roof, efficient electrification of space heating, energy recovery ventilation, LED lighting and controls and improvements to windows and insulation
- Lifetime energy savings: 189,000 kWh
- Capital Provider: Nuveen Green Capital (Greenworks Lending)
- Mortgage Holder consent: Berkshire Bank



Amount of financing: \$450,000 **Term:** 20 yrs.

PACE Project Overview:

Cargo Ventures, 440 McClellan Highway, Boston

Property: A 121,000 sq. ft. mixed-use warehouse building housing 13 commercial tenants.

Project:

- PACE provided owner with upfront capital enabling improvements to be installed while preserving CapEx
- Energy improvements include upgrades to the HVAC system, new LED lighting, and new roof
- Lifetime energy efficiency savings: 1,541,380 kWh
- Capital Provider: Nuveen
- Mortgage Holder consent: People's United Bank



Amount of financing: \$787,523 **Term:** 20 yrs.

PACE Project Overview:

Cargo Ventures, 480 McClellan Highway, Boston

Property: A 150,000 sq. ft. mixed use building with a 4-story office space and attached distribution center.

Project:

- Energy improvements include upgrades to the HVAC system, a full roof replacement, high efficiency interior and exterior LED lighting, as well as building envelope upgrades, including air sealing and window and door weatherization
- Lifetime energy efficiency savings: 3,876,705 kWh
- Capital Provider: Nuveen
- Mortgage Holder consent: M&T Bank
- Ground lease acknowledgement



Amount of financing: \$1,118,955 **Term:** 20 yrs.

PACE Project Overview: Marder Seafood, New Bedford

Property: A 29,700 sq. ft. seafood processing and distribution facility

Project:

- PACE provided owner with upfront capital to allow for the roof replacement and installation of 208 kW solar photovoltaic array
- Lifetime energy savings: 3,640,860 kWh
- Capital Provider: Amalgamated Bank
- Mortgage Holder consent: Berkshire Bank



Amount of financing: \$1,115,830 **Term:** 20 yrs.

Key Elements of PACE Massachusetts

- Municipal opt-in (one time) required
- Maximum financing term allowed is 20 years (dependent on useful life of project measures)
- Energy cost savings must exceed cost of improvements (including any financing costs and associated fees)
 - no limit or maximum financing cost
- If property is sold, the remaining PACE assessment and PACE lien stays with the property and transfers to new owner
- Retroactive consideration for installed improvements
- Third party direct private financing (no public funds used)
 - open, ongoing RFI for PACE Mass. Capital Providers (CP)
 - currently 17 organizations are listed on the Registry

Key Elements of PACE Massachusetts

(Continued)

- PACE application must be approved by DOER and MassDevelopment for financing to close
 - Mortgage holders written consent required
- Betterment assessment and PACE lien placed at closing
 - MassDevelopment counsel prepares all closing documents and handles recording at Registry
 - Lien assigned to City, then assigned to MassDevelopment, then to CP
 - CP holds enforcement rights to pursue remedies in a default
 - PACE cannot be accelerated (only unpaid billed assessment can be pursued in a default)
 - Municipal liens are senior to the PACE lien; PACE lien is senior to private mortgage lien(s) in a default

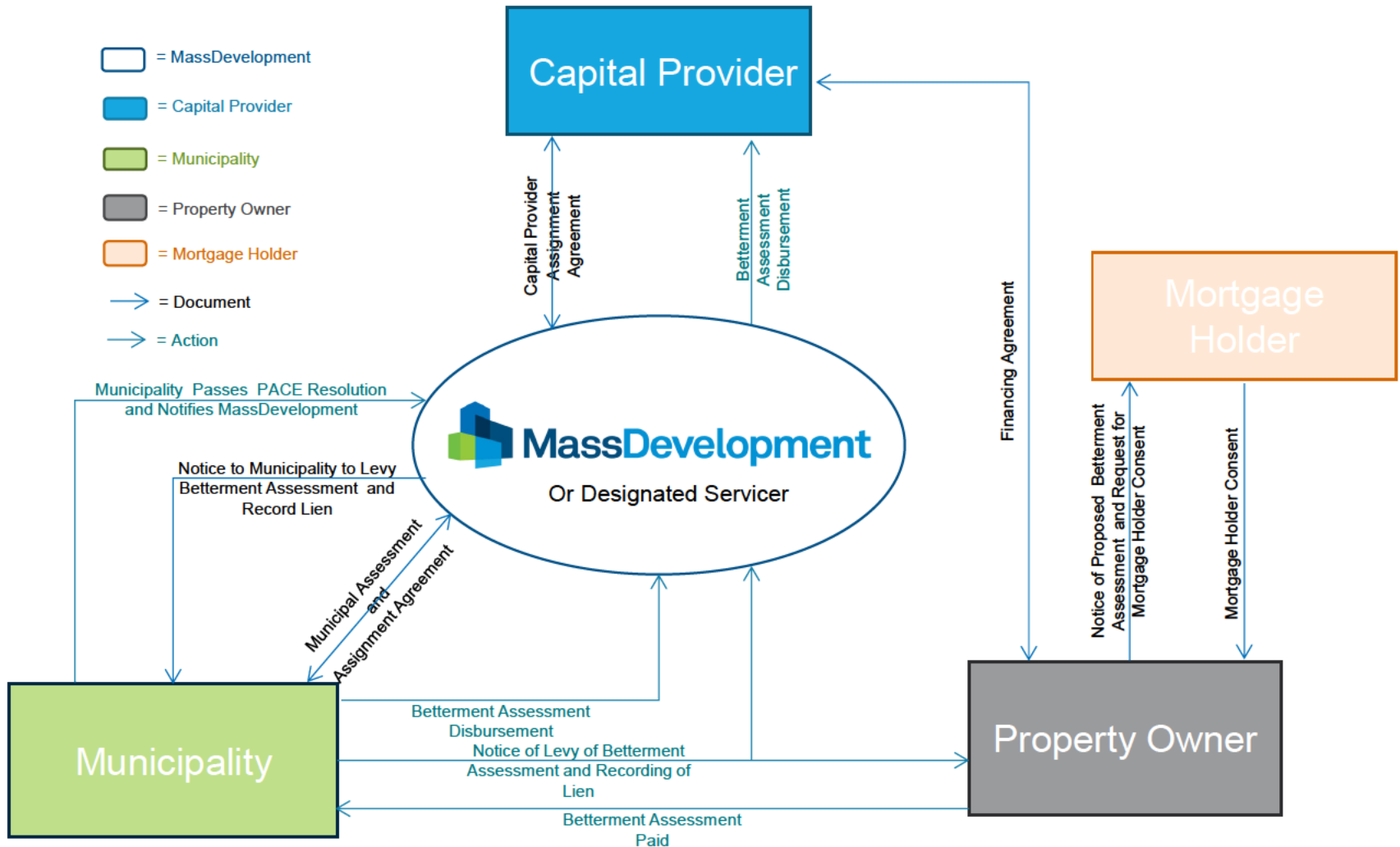
PACE-Authorizing Municipalities

(79 as of October 2025)



- Acton
- Agawam
- Amesbury
- Amherst
- Ashburnham
- Barnstable
- Bedford
- Bellingham
- Berlin
- Beverly
- Boston
- Brockton
- Brookline
- Burlington
- Cambridge
- Chelsea
- Chicopee
- Clinton
- Concord
- Devens
- Dudley
- East Longmeadow
- Easthampton
- Easton
- Erving
- Fall River
- Fitchburg
- Franklin
- Gardner
- Gloucester
- Grafton
- Great Barrington
- Greenfield
- Hingham
- Holyoke
- Hudson
- Lanesborough
- Leicester
- Lexington
- Lowell
- Ludlow
- Lynn
- Middleborough
- Milton
- Montague
- Needham
- New Bedford
- Newton
- North Adams
- North Andover
- Northampton
- Norwood
- Orange
- Palmer
- Peabody
- Pittsfield
- Plymouth
- Provincetown
- Randolph
- Rockland
- Salem
- Somerset
- Somerville
- Southbridge
- Springfield
- Swansea
- Taunton
- Tyngsboro
- Wakefield
- Warren
- Wellesley
- Wellfleet
- Wendell
- West Springfield
- Westborough
- Weston
- Winchendon
- Woburn
- Yarmouth

Commercial PACE Structure



Contact Information

Visit us at: massdevelopment.com



- Wendy O'Malley, Senior Vice President, Green Finance
 - womalley@massdevelopment.com
 - 617-330-2019
- Rob Dolan, Vice President, Green Finance
 - rdolan@massdevelopment.com
 - 617-659-0960
- Conor Glasheen, Assistant Vice President & Program Coordinator, Green Finance
 - cglasheen@massdevelopment.com
 - 781-230-9504

**Vote/Resolution Authorizing the Town of Billerica to Participate in the Massachusetts Commercial
Property Assessed Clean Energy Program
(PACE Massachusetts)**

WHEREAS, pursuant to M.G.L. c. 23M, as amended (the “PACE Act”), the Commonwealth has established a commercial sustainable energy program known as the Massachusetts Property Assessed Clean Energy Program (“PACE Massachusetts”) to provide a financing mechanism (“PACE financing”) to private owners of commercial and industrial properties for certain qualifying commercial energy improvements (“improvements”); and

WHEREAS, pursuant to the PACE Act, PACE Massachusetts is administered by the Massachusetts Development Finance Agency (“MassDevelopment”), in consultation with the Massachusetts Department of Energy Resources; and

WHEREAS, under PACE Massachusetts, the owner of the commercial or industrial property benefitting from the improvements (the “benefitted property”) is required to repay the PACE financing through the payment of a betterment assessment (a “PACE betterment assessment”) placed on such benefitted property by the municipality in which the benefitted property is located; and

WHEREAS, in order for an owner of commercial or industrial property to participate in PACE Massachusetts, Section 2 of the PACE Act requires that the municipality in which such property is located must elect to participate in PACE Massachusetts; and

WHEREAS, the Town of Billerica (the “Municipality”) has determined that it is in the best interest of the Municipality to participate in PACE Massachusetts as a “participating municipality,” as provided in the PACE Act, to permit the owners of commercial and industrial properties located in the Municipality to access PACE financing for qualifying commercial energy improvements through PACE Massachusetts;

WHEREAS, NOW THEREFORE, BE IT [VOTED/RESOLVED], as follows:

The Select Board of the Town of Billerica hereby approves the Municipality participating in PACE Massachusetts pursuant to the PACE Act, and authorizes the Town Manager to enter into a PACE Massachusetts Municipal Assessment and Assignment Agreement (the “Agreement”) with MassDevelopment, pursuant to which the Municipality will agree to (i) levy PACE betterment assessments and impose PACE betterment assessment liens on benefitted properties located in the Municipality, in the amounts determined by MassDevelopment to be sufficient to repay the PACE financing, (ii) assign the PACE betterment assessment liens to MassDevelopment, which MassDevelopment may in turn assign to the providers of the PACE financing (each a “capital provider”), as collateral for such PACE financing, (iii) include on the property tax bills for the benefitted properties the installment payments necessary to repay the PACE betterment assessments, in the amounts and at the times as determined by MassDevelopment, (iv) collect and pay over to MassDevelopment or its designee, the PACE betterment assessment installment payments, as and when collected, and (v) enforce, to the extent required by the Agreement, the PACE betterment assessments and liens; the Agreement to be substantially in the form presented to this meeting, with such changes, modifications and insertions as the Town Manager may approve as being in the best interest of the Municipality. The Collector Treasurer of the Town or such other Town agency as may be designated in the Agreement is authorized to levy such PACE betterment assessments and impose the PACE betterment assessment liens on behalf of the Town without further authorization by this legislative body.

Notwithstanding any other provision of law to the contrary, officers and officials of the Municipality, including, without limitation, municipal tax assessors and tax collectors, are not personally liable to MassDevelopment or to any other person for claims, of whatever kind or nature, under or related to PACE Massachusetts, including, without limitation, claims for or related to uncollected PACE betterment assessments. Other than fulfillment of the obligations specified in the Agreement, the Municipality has no liability to the owner of the benefitted property or to any capital provider related to the Municipality’s participation in PACE Massachusetts.

ACTIVE 6211540v7

Date: _____

By: _____
Jillian K. Pavidis, Chair

By: _____
John J. Burrows, Vice Chair

By: _____
Daniel R. Darris-O'Connor, Secretary

By: _____
Michael S. Rosa, Member

By: _____
Dina M. Favreau, Member

**PACE MASSACHUSETTS
MUNICIPAL ASSESSMENT AND ASSIGNMENT AGREEMENT**

This Municipal Assessment and Assignment Agreement (this "Agreement") is made and entered into as of the ____ day of _____, 20__, by and between the **TOWN OF BILLERICA** (the "Municipality"), a political subdivision of The Commonwealth of Massachusetts (the "Commonwealth"), and **MASSACHUSETTS DEVELOPMENT FINANCE AGENCY** ("MassDevelopment"), a body politic and corporate and a public instrumentality of the Commonwealth.

RECITALS

WHEREAS, pursuant to M.G.L. Ch. 23M (as amended from time to time, the "PACE Act"), the Commonwealth has established a commercial sustainable energy program known as the Massachusetts Property Assessed Clean Energy Program ("PACE Massachusetts") to provide a financing mechanism to private owners of qualifying commercial and industrial properties for certain qualifying commercial energy improvements ("Improvements"); and

WHEREAS, pursuant to the PACE Act, PACE Massachusetts is administered by MassDevelopment, in consultation with the Massachusetts Department of Energy Resources ("DOER"); and

WHEREAS, under PACE Massachusetts, the owner of the qualifying commercial or industrial property benefitting from the improvements (the "benefitted property") is required to repay the financing through the payment of a betterment assessment levied on such benefitted property by the municipality in which the benefitted property is located; and

WHEREAS, in order for an owner of qualifying commercial or industrial property (an "Owner") to participate in PACE Massachusetts, the PACE Act requires that the municipality in which the benefitted property is located must elect to participate in PACE Massachusetts; and

WHEREAS, the Municipality, pursuant to a [vote/resolution], adopted on _____, __, 20__ has elected to participate in PACE Massachusetts as a "participating municipality" as provided in the PACE Act, to permit the Owners of qualifying commercial and industrial properties located in the Municipality to access financing for Improvements through PACE Massachusetts; and

WHEREAS, the Municipality and MassDevelopment desire to set forth their respective obligations with respect to the levying of betterment assessments and the imposition of betterment assessment liens upon benefitted properties within the Municipality to secure the financing of Improvements to such benefitted properties;

NOW THEREFORE, for and in consideration of the mutual covenants and agreements set forth herein and in order to effectuate the purposes of the PACE Act, the Municipality and MassDevelopment hereby agree as follows:

Section 1. Definitions.

In addition to the terms set forth in the Recitals to this Agreement, the following terms shall have the following meanings as used in this Agreement:

(a) "Bonds" means bonds, notes or other obligations issued or incurred by MassDevelopment in connection with providing funding for Improvements to benefitted properties within the Municipality.

(b) "Business Day" means any day which is not (i) a Saturday, or (ii) a Sunday, or (iii) another day of the year on which banks located in Boston, Massachusetts are required or authorized by law or by executive order to close.

(c) "Chapter 80" means M.G.L. Ch. 80, as amended from time to time.

(d) "Closing Date" means the date on which a Financing Agreement is to be effective, and all conditions to the execution and delivery of the Financing Agreement by an Owner and the applicable Capital Provider have been met.

(e) "Financing Agreement" means a PACE Massachusetts Financing Agreement between the Owner of benefitted property within the Municipality and a Capital Provider.

(f) "Capital Provider" means the provider of PACE financing for Improvements to benefitted property within the Municipality that has entered into a Financing Agreement with the Owner of such benefitted property.

(g) "PACE Betterment Assessment" means a betterment assessment levied by the Municipality on benefitted property located in the Municipality to secure the obligations of an Owner under a Financing Agreement, in accordance with the PACE Act and Chapter 80.

(h) "PACE Lien" means a lien on benefitted property imposed by the Municipality in connection with levying a PACE Betterment Assessment on such benefitted property, in accordance with the provisions of the PACE Act and Chapter 80.

(i) "Paying Agent" means Zions Bancorporation, National Association.

(j) "Payment Schedule" has the meaning assigned to such term in Section 2(b)(i).

(k) "Registry" means the Registry of Deeds or Registry District of the Land Court identified in **Exhibit B**.

(l) "Servicer" means MuniCap, Inc.

(m) "Term" has the meaning assigned to such term in Section 5.

Section 2. Obligations of MassDevelopment. MassDevelopment shall:

(a) Provide a Notice of Benefitted Property, in the form of **Exhibit A** attached hereto (the "Preliminary Notice"), to the Municipality when a project proposed by an Owner who has filed an application with MassDevelopment for participation in PACE Massachusetts has been approved by DOER and MassDevelopment has determined that the project complies with the financial underwriting guidelines for PACE Massachusetts established by MassDevelopment. The Preliminary Notice shall be signed by MassDevelopment and acknowledged by the applicable Owner. The Preliminary Notice shall include:

1. an estimate of the aggregate amount of the PACE Betterment Assessment to be levied on the benefitted property; and
2. appropriate documentation to identify the benefitted property for purposes of levying the PACE Betterment Assessment and recording the corresponding PACE Lien.

(b) Provide a Notice of PACE Betterment Assessment and Lien, in the form of **Exhibit B** attached hereto (the "Final Notice"), to the Municipality not later than seven Business Days prior to the applicable Closing Date, indicating the amount of the PACE Betterment Assessment to be levied on each benefitted property and of the corresponding PACE Lien to be placed upon such benefitted property. The total amount of the PACE Betterment Assessment shall include the total cost of the Improvements financed, including interest on such financing, and any fees and costs to be financed through such PACE Betterment Assessment. The Final Notice shall be signed by MassDevelopment and consented to by the applicable Owner. The Final Notice shall include:

1. a copy of the payment schedule (the "Payment Schedule") that is to be a part of the Financing Agreement, which shall indicate the portion of the PACE Betterment Assessment to be included on each property tax bill issued by the Municipality with respect to such benefitted property, including the required PACE Betterment Assessment payment date. It is expected that the Payment Schedule will indicate that the PACE Betterment Assessment shall be payable in equal [semi-annual/quarterly installment payments on May 1 and November 1/February 1, May 1, August 1 and November 1] of each calendar year so that they are due at the same time as the [quarterly/semi-annual installments] of the Municipality's real property taxes. If the Municipality changes, or is required by law to change, its practices concerning the billing of real property taxes as to the number of installments and their due dates, MassDevelopment will endeavor to change the Payment Schedule, to the extent possible, to correspond with the Municipality's practices;
2. a completed Form of PACE Massachusetts Betterment Assessment Statement, in the form of **Exhibit C** attached hereto;
3. confirmation that all holders of mortgage liens on the benefitted property have consented to the PACE financing and to the Municipality placing a PACE Lien upon the benefitted property to secure the respective Owner's obligations with respect to such financing, which PACE Lien shall be senior to the liens of such mortgage holders;
4. a completed PACE Massachusetts Municipal Assignment with respect to the benefitted property, in the form of **Exhibit D** attached hereto and
5. the date on which the PACE Betterment Assessment is to be levied and the PACE Lien recorded, which shall not be less than seven Business Days from receipt of the Final Notice from MassDevelopment.

(c) MassDevelopment or its designee shall promptly provide notice to the Municipality following MassDevelopment's receipt of notice under a Financing Agreement of an Owner's prepayment of its PACE Betterment Assessment.

(d) MassDevelopment or its designee shall promptly provide notice to the Municipality following MassDevelopment's receipt of notice under a Financing Agreement of an Owner's sale or transfer of the Property and the name of the subsequent Owner, as provided to MassDevelopment.

Section 3. Obligations of the Municipality.

(a) Acknowledgement of PACE Betterment Assessment. Upon receipt of a Preliminary Notice, in the form of a completed **Exhibit A**, from MassDevelopment, the Municipality shall acknowledge receipt, where indicated, and return a copy of the same to MassDevelopment within 10 Business Days following receipt.

(b) Levy of PACE Betterment Assessment. Upon receipt of a Final Notice, in the form of a completed **Exhibit B**, from MassDevelopment, the Assessing Board of the Municipality, on the date set forth in the Final Notice, shall levy the PACE Betterment Assessment on the benefitted property, in accordance with the provisions of Chapter 80 to the extent applicable and consistent with the PACE Act, and shall place on and record, or cause to be recorded as set forth in paragraph (c) below, in the Registry a PACE Lien on the benefitted property, in the form of the PACE Massachusetts Betterment Assessment Statement attached to the Final Notice, in accordance with Chapter 80 and the PACE Act. The PACE Massachusetts Betterment Assessment Statement will have three attachments: (i) the legal description of the benefitted property, (ii) the Payment Schedule, and (iii) a copy of the Financing Agreement. As provided in the PACE Act, the PACE Betterment Assessment levied pursuant to this Agreement and the interest, fees and any penalties thereon shall constitute a lien against the benefitted property until they are paid, notwithstanding the provisions of Chapter 80, Section 12, and shall continue notwithstanding any alienation

or conveyance of the benefitted property. The PACE Lien shall be collected in the same manner as the property taxes of the Municipality on real property, including, in the event of default or delinquency, with respect to any penalties, fees and lien priorities as provided in the PACE Act. The costs of recording the PACE Lien shall be paid by MassDevelopment, through its program origination fee paid by the applicable Owner.

(c) Notification of Recording; Designation of MassDevelopment. Upon recording of the PACE Lien in the Registry, the Assessing Board of the Municipality shall notify or cause to be notified the applicable Owner, providing a copy of the recorded PACE Lien. The Municipality hereby designates MassDevelopment as its designee to record, on behalf of the Municipality, the PACE Lien in the Registry, and upon recording, to notify the Owner in writing of such recording and provide a copy of the recorded PACE Lien to the Owner. MassDevelopment shall be responsible for recording the PACE Lien in the Registry, at the expense of the applicable Owner.

(d) Continuation, Recording and Release of PACE Lien. As provided in the Act, each PACE Lien shall be continued, recorded and released in the manner provided for property tax liens. Subject to the consent of existing mortgage holders, each PACE Lien shall take precedence over all other liens or encumbrances, except a lien for taxes of the Municipality on real property.

(e) Assignment of PACE Lien. The Municipality shall assign, in the form of **Exhibit D** as attached to the Final Notice, to MassDevelopment each PACE Lien recorded by or on behalf of the Municipality's tax collector, as provided in this Agreement. MassDevelopment shall be responsible for recording such assignment in the Registry, at the expense of the applicable Owner.

The Municipality acknowledges and agrees that MassDevelopment may sell or assign, for consideration, any and all PACE Liens so assigned to MassDevelopment by the Municipality. MassDevelopment also may assign its rights under this Agreement and any PACE Liens to a trustee for any Bonds that MassDevelopment may issue from time to time. The assignee of a PACE Lien shall have and possess the same powers and rights at law or in equity as MassDevelopment and the Municipality and its tax collector would have had if the PACE Lien had not been assigned with regard to the precedence and priority of such lien, the accrual of interest, and the fees and expenses of collection. The assignee shall have the same rights to enforce such PACE Lien as any private party holding a lien on real property, including, but not limited to, foreclosure in a manner consistent with the rights afforded a mortgagee under the provisions of M.G.L. Ch. 183, §21, and an action of contract or any other appropriate action, suit or proceeding, as provided in the PACE Act.

(f) Amendment of the PACE Betterment Assessment and Lien; Prepayment.

Pursuant to a Financing Agreement, the final amount of a PACE Betterment Assessment may be adjusted after the levy of the PACE Betterment Assessment and recording of the PACE Lien. In the event that the final PACE Betterment Assessment amount needs to be adjusted at the completion of the Improvements, or at any other time, MassDevelopment will notify the Municipality of such change, and provide the Municipality with an amended PACE Massachusetts Betterment Assessment Statement, including an updated Payment Schedule and new amount of the PACE Betterment Assessment and PACE Lien. The Municipality shall adjust the PACE Betterment Assessment in the assessing and taxing records of the Municipality to permit the adjusted PACE Betterment Assessment to be included on the property tax bill for the applicable benefitted property as soon as practicable. The Municipality will execute the amended PACE Massachusetts Betterment Assessment Statement and return the same to MassDevelopment. MassDevelopment or, if the applicable PACE Lien has been assigned by MassDevelopment, the applicable assignee will be responsible for the recording of the amended PACE Massachusetts Betterment Assessment Statement in the Registry.

(g) Billing and Collection; Payment to MassDevelopment.

1. The Municipality shall bill the PACE Betterment Assessments in the same manner and at the same time as it bills its [quarterly/semi-annual installments] of its real property taxes. The PACE Betterment Assessment payments shall be a separate clearly defined line item on the property tax bill for the benefitted property and shall be due on the dates set forth in the Payment Schedule. The amount of the PACE Betterment Assessment will be recorded on the Municipality's tax rolls in the same manner as any other betterment assessment, such that the public will have access to its existence and payment status. The penalties and interest on delinquent PACE Betterment Assessments shall be charged in the same manner and rate as the Municipality charges for delinquent real property taxes.
2. The Municipality shall pay or cause to be paid all amounts collected with respect to the PACE Betterment Assessments to the Paying Agent as soon as practicable but no later than 30 days after receipt by the Municipality of the collected amounts.

(h) Collection of Delinquent Payments.

1. In the event that any Owner fails to make a PACE Betterment Assessment payment at the applicable time and in the applicable amount set forth on the Payment Schedule and included in the property tax bill for the benefitted property, the Municipality shall, no later than 30 days following the due date of any such payment, send a notice of demand to the Owner setting forth the amounts due, in the same form as the Municipality provides for delinquent real property taxes. The Municipality shall provide or cause to be provided, at the same time the notice of demand is sent to the Owner, a copy of the notice to MassDevelopment and the Servicer. After providing such notice to MassDevelopment and the Servicer, the Municipality shall have no obligation to take any further actions to enforce the PACE Lien or to collect the delinquent PACE Betterment Assessment payments, other than continuing to include the PACE Betterment Assessment on the property tax bill for the applicable benefitted property, including any penalties, interest and fees in the same manner applicable to delinquent real property taxes, and including the delinquent PACE Betterment Assessment payments in any additional demand notices sent to the Owner with respect to delinquent real property tax payments, if any, unless the Municipality enters into a separate agreement with MassDevelopment described in the following paragraph 2.

2. If MassDevelopment makes a written request to the Municipality for its assistance in the collection of delinquent PACE Betterment Assessments and related charges, other than the providing of a notice of demand as set forth in paragraph (h)(1), the Municipality, in its sole discretion, and MassDevelopment may enter into a separate agreement for those services, which agreement shall provide for compensation to be paid to the Municipality for its collection services. The agreement may provide for the Municipality to pursue the collection of any delinquent PACE Betterment Assessment payments with the same diligence it employs in the collection of the Municipality's real property taxes, and to take such actions as are required to preserve the PACE Lien. The agreement may also provide that MassDevelopment shall have the right to take over the enforcement of any delinquent PACE Betterment Assessment payments upon written notice to the Municipality, and thereupon the Municipality will have no further responsibility to collect such amounts.

3. The Municipality will provide not less than 30 days' prior written notice to MassDevelopment and the Servicer, of any sale or assignment of its real property taxes, or any institution of a foreclosure, tax taking or other proceeding against any benefitted property for delinquent real property taxes or other betterment assessments. Similarly, MassDevelopment shall provide or cause to be provided not less than 30 days' prior written notice to the Municipality of the institution of a foreclosure or other proceeding, of which MassDevelopment has knowledge, against any benefitted property for delinquent PACE Betterment Assessment payments.

(i) Allocation of Insufficient Payments.

The Municipality and MassDevelopment each acknowledge and agree that if an Owner fails to pay in full on any payment due date the full amount of the real property taxes, betterment assessments (including PACE Betterment Assessment payments), and any other charges due to the Municipality and included on the property tax bill for a benefitted property, any amounts received by the Municipality in payment of such taxes, assessments and charges, including any amounts received in payment of penalties or interest for prior delinquent payments, shall be applied first, to pay such real property taxes, betterment assessments (other than the PACE Betterment Assessment payments), and other charges (collectively, "Municipal Charges"), including penalties, interest and fees included in such property tax bill for any prior delinquent Municipal Charges, and second, to pay the PACE Betterment Assessment payments due, including any penalties, interest and fees included in such property tax bill for any prior delinquent PACE Betterment Assessment payments. Any subsequent payments received by the Municipality with respect to such Municipal Charges and PACE Betterment Assessment payments shall be applied in the same order as set forth in the prior sentence. Nothing in this paragraph is intended to affect the lien priority established with respect to PACE Liens under the PACE Act.

(j) Records; Audits.

MassDevelopment and its agents, at MassDevelopment's own expense, shall have the right to audit the records maintained by the Municipality or its designee relating to the PACE Betterment Assessment payments upon reasonable notice and during the Municipality's normal business hours. The Municipality also will permit any assignee of MassDevelopment of a PACE Lien, at such assignee's own expense, to audit the records maintained by the Municipality or its designee relating to the PACE Betterment Assessment payments upon reasonable prior written notice to the Municipality and during the Municipality's normal business hours. MassDevelopment and the Municipality agree to provide each other with such reasonable information as they may request and as is available with respect to the PACE Betterment Assessment and payments; MassDevelopment and the Municipality agree to provide such information in a computer format satisfactory to the other.

(k) Promotion of Program; Assistance for PACE Financing; Payment to Municipality.

1. The Municipality shall use good faith efforts to assist MassDevelopment in local marketing efforts and outreach to the local business community to encourage participation in PACE Massachusetts, such as including PACE Massachusetts program information on the Municipality's website, distributing an informational letter from the Municipality to local businesses regarding the program, any such information to be prepared by MassDevelopment and provided to the Municipality, and joining with MassDevelopment in conducting business roundtable events held in the Municipality.

2. The Municipality shall use good faith efforts to assist in gathering and providing information to MassDevelopment for use in the offer, sale and issuance of Bonds or to otherwise assist in the obtaining of financing for Improvements to benefitted properties within the Municipality.

Section 4. No Liability.

Notwithstanding any other provision of law to the contrary, officers and officials of the Municipality, including, without limitation, municipal tax assessors and tax collectors, are not personally liable to MassDevelopment or any assignee or to any other person for claims, of whatever kind or nature, under or related to PACE Massachusetts, including, without limitation, claims for or related to uncollected PACE Betterment Assessments. Other than fulfillment of the obligations specified in this Agreement, the Municipality has no liability to any Owner or Capital Provider.

Section 5. Term.

The term of this Agreement shall commence upon the date first written above and shall continue in full force and effect until the later of (i) the Municipality elects to terminate this Agreement as provided below, and (ii) all of the PACE Betterment Assessments levied by the Municipality in accordance with this Agreement have been paid in full or are deemed no longer outstanding (the "Term"). The Municipality may elect to terminate its participation in PACE Massachusetts at any time on 60 days' prior written notice to MassDevelopment, provided that the provisions of this Agreement shall continue with regard to PACE Betterment Assessments assessed prior to such termination until those PACE Betterment Assessments have been paid in full or are no longer outstanding.

Section 6. Default.

Each party shall give the other party written notice of any breach of any covenant or agreement under this Agreement and shall allow the defaulting party 30 days from the date of its receipt of such notice within which to cure any such default or, if it cannot be cured within such 30-day period, to commence and thereafter diligently pursue to completion, using good faith efforts to effect such cure and to thereafter notify the other party of the actual cure of any such default. The parties shall have all other rights and remedies provided by law, including, but not limited to, specific performance; provided however, in no event shall either party have the right to terminate this Agreement prior to the expiration of the Term, except as provided in accordance with Section 5 of this Agreement.

Section 7. Miscellaneous Provisions.

(a) Assignment or Transfer. Except as provided in Section 3(e) hereof, a party may not assign or transfer its rights or obligations under this Agreement to another municipality, political subdivision or agency or department of the Commonwealth or to a private party or entity, without the prior written consent of the other party and, if required, the prior approval of any trustee for or holders of any Bonds outstanding. If approval of the assignment by any such trustee or holders of any such Bonds is required, such approval shall be obtained in accordance with the indenture or other documents entered into by MassDevelopment in connection with the issuance of the applicable Bonds.

(b) Designation of Servicer. Notwithstanding the provisions of Section 7(a), MassDevelopment may designate an entity to serve as the Servicer for purposes of Sections 3(g) and (h), or any other provision hereof, upon written notice to the Municipality. Such notice may be included in a Final Notice sent pursuant to Section 2(b), or at a later date.

(c) Severability. If any clause, provision or section of this Agreement is held to be illegal or invalid by any court, the invalidity of the clause, provision or section will not affect any of the remaining clauses, provisions or sections, and this Agreement will be construed and enforced as if the illegal or invalid clause, provision or section has not been contained in it.

(d) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed, to be an original, and all of which together shall constitute but one and the same instrument.

(e) Notices. All notices, requests, consents and other communications shall be in writing and shall be in writing and shall be delivered by registered or certified mail, return receipt requested, by recognized courier service providing evidence of receipt, or delivered by hand during a Business Day to the parties as follows:

If to the Municipality:
Town of Billerica
365 Boston Road
Billerica, MA 01821

Attention:

If to MassDevelopment:

Massachusetts Development Finance Agency
99 High Street
Boston, MA 02110
Attention: Executive Vice President for Finance Programs
With a copy sent to the same address addressed to:
Attention: General Counsel

If to the Servicer:

MuniCap, Inc.
8965 Guilford Road, Suite 210
Columbia, MD 21046
Attention: Keenan Rice

If to the Paying Agent:

Zions Bancorporation, National Association
401 Liberty Avenue, Suite 1729
Pittsburgh, PA 15222
Attention: Eric Mitzel, Vice President

(f) Amendment and Waivers. Except as otherwise set forth in this Agreement, any amendment to or waiver of any provision of this Agreement must be in writing and mutually agreed to by MassDevelopment and the Municipality.

(g) Applicable Law and Venue. This Agreement and its provisions shall be governed by and construed in accordance with the laws of the Commonwealth. In any action, in equity or law, with respect to the enforcement or interpretation of this Agreement, venue shall be in the City of Boston, Suffolk County, Massachusetts.

(h) Entire Agreement. This instrument constitutes the entire agreement between the parties and supersedes all previous discussions, understandings and agreements between the parties relating to the subject matter of this Agreement.

(i) Headings. The headings in this Agreement are solely for convenience, do not constitute a part of this Agreement and do not affect its meaning or construction.

[Remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, the Municipality and MassDevelopment have each caused this Agreement to be executed and delivered as of the date indicated above:

(SEAL)

ATTEST:

[MUNICIPALITY]

By: _____

Name:

Title:

**MASSACHUSETTS DEVELOPMENT FINANCE
AGENCY**

By: _____

Name:

Title:

EXHIBIT A
FORM OF NOTICE OF BENEFITTED PROPERTY

In accordance with that certain PACE Massachusetts Municipal Assessment and Assignment Agreement, dated as of _____, 20__ (the "Agreement"), between the **TOWN OF BILLERICA, MASSACHUSETTS** (the "Municipality") and **MASSACHUSETTS DEVELOPMENT FINANCE AGENCY** ("MassDevelopment"), MassDevelopment hereby notifies the Municipality as follows (terms used in this notice and not otherwise defined herein have the same meanings assigned to such terms in the Agreement):

1. The owner (the "Owner") identified below of the property located in the Municipality at the address set forth below (the "Benefitted Property") has filed an application with MassDevelopment for participation in PACE Massachusetts.

2. The project proposed by the Owner (the "Project") has been approved by the Massachusetts Department of Energy Resources.

3. MassDevelopment has found that the Project complies with the financial underwriting guidelines for PACE Massachusetts.

4. The estimated amount of the PACE Betterment Assessment to be levied on the Benefitted Property at the time of execution and delivery of the Financing Agreement (the "Closing") is set forth below.

5. A copy of the current property tax bill issued by the Municipality with respect to the Benefitted Property is attached to this notice.

6. Not less than seven Business Days' prior to the Closing, MassDevelopment will provide the Municipality with the final amount of the PACE Betterment Assessment to be levied on the Benefitted Property and the corresponding PACE Lien to be placed upon the Benefitted Property, in the form of a completed PACE Massachusetts Betterment Assessment Statement, together with the other information and documentation required pursuant to Section 2 of the Agreement.

MASSACHUSETTS DEVELOPMENT FINANCE
AGENCY

Date:

By: _____
Duly Authorized

Owner:

Address of Benefitted Property:

Estimated Amount of PACE Betterment Assessment: \$

ACKNOWLEDGED:

[OWNER]

By: _____
Name:
Title:

[MUNICIPALITY]

By: _____
Duly Authorized

EXHIBIT B
FORM OF NOTICE OF PACE BETTERMENT ASSESSMENT AND LIEN

In accordance with that certain PACE Massachusetts Municipal Assessment and Assignment Agreement, dated as of _____, 20__ (the "Agreement"), between the **TOWN OF BILLERICA, MASSACHUSETTS** (the "Municipality") and **MASSACHUSETTS DEVELOPMENT FINANCE AGENCY** ("MassDevelopment"), MassDevelopment hereby notifies the Municipality as follows (terms used in this notice and not otherwise defined herein have the same meanings assigned to such terms in the Agreement):

1. MassDevelopment has previously provided you with a Notice of Benefitted Property with respect to the property located in the Municipality at the address set forth below (the "Benefitted Property").

2. The owner of the Benefitted Property (the "Owner") has entered into the Financing Agreement that is an exhibit to the PACE Massachusetts Betterment Assessment Statement attached hereto.

3. All holders of mortgage liens, if any, on the Benefitted Property have consented to a PACE Betterment Assessment being levied upon the Benefitted Property and a PACE Lien being placed on the Benefitted Property to secure the Owner's obligations under the Financing Agreement.

4. The amount of the PACE Betterment Assessment to be levied on the Benefitted Property and the corresponding PACE Lien to be placed upon the Benefitted Property is set forth below.

5. Attached as **Attachment 1** is the Payment Schedule for the PACE Betterment Assessment to be levied by the Municipality on the Benefitted Property no later than the Levy Date set forth below and collected by the Municipality in accordance with the terms of the Agreement.

6. Attached as **Attachment 2** is the PACE Massachusetts Betterment Assessment Statement, together with all attachments, to be executed by the Collector Treasurer of the Municipality and returned to MassDevelopment at least two Business Days prior to the Recording Date set forth below for recording by MassDevelopment, on behalf of the Municipality's tax collector, in the Registry identified below.

7. Attached as **Attachment 3** is the PACE Massachusetts Municipal Assignment to be executed by the Municipality and returned to MassDevelopment at least two Business Days prior to the Recording Date set forth below for recording by MassDevelopment in the Registry identified below.

MASSACHUSETTS DEVELOPMENT FINANCE AGENCY

Date:

By: _____
Duly Authorized

Owner:

Address of Benefitted Property:

Amount of PACE Betterment Assessment: \$

Levy Date: _____, 20__.

Recording Date: _____, 20__.

Registry:

CONSENTED TO:
[OWNER]

By: _____
Name:
Title:

ATTACHMENT 1
PAYMENT SCHEDULE

ATTACHMENT 2
PACE MASSACHUSETTS BETTERMENT ASSESSMENT STATEMENT

ATTACHMENT 3
PACE MASSACHUSETTS MUNICIPAL ASSIGNMENT

EXHIBIT C
FORM OF PACE MASSACHUSETTS BETTERMENT ASSESSMENT STATEMENT

COMMONWEALTH OF MASSACHUSETTS
TOWN OF BILLERICA
Office of the Town Manager

PACE MASSACHUSETTS BETTERMENT ASSESSMENT STATEMENT

THIS IS TO CERTIFY, in accordance with M.G.L. Ch. 23M, as amended (the "PACE Act"), and M.G.L. Ch. 80, as amended, that by [vote/resolution] of the Select Board of the Town of Billerica, Massachusetts, dated _____, 20__, the Town of Billerica, Massachusetts (the "Municipality") has elected to participate in the Massachusetts Commercial Clean Energy Program ("PACE Massachusetts"), and has entered into a PACE Massachusetts Municipal Assessment and Assignment Agreement, dated _____, 20__ (the "Agreement"), with Massachusetts Development Finance Agency ("MassDevelopment") pursuant to said [vote/resolution], under which the Municipality has agreed that the [Assessing Board] of the Municipality will levy PACE betterment assessments for the costs of qualifying commercial energy improvements on those qualifying commercial and industrial properties located within the Municipality identified to the Municipality by MassDevelopment, and in the amounts determined by MassDevelopment, and that in accordance with such Agreement, MassDevelopment has notified the [Assessing Board] that a PACE betterment assessment in the amount set forth on **Attachment A** is to be levied on the property located in the Municipality and identified on **Attachment A** (the "Property"), and the [Assessing Board] has levied a PACE betterment assessment in such amount on the Property, which now constitutes a lien on the Property. Such PACE betterment assessment is to be paid in accordance with the Payment Schedule attached as **Attachment B** and the Financing Agreement attached as **Attachment C**. The PACE betterment assessment will be collected in the same manner as real property taxes of the Municipality, including in the event of default or delinquency, with respect to any penalties, fees and lien priorities. In accordance with the PACE Act, the PACE betterment assessment lien evidenced hereby shall take precedence over all other liens or encumbrances on the Property, except a lien of the Municipality for real property taxes. In accordance with the PACE Act, the PACE betterment assessment and lien run with the Property until such assessment is paid, and shall continue notwithstanding any alienation or conveyance of the Property.

IN WITNESS WHEREOF, the undersigned _____ of the Town of Billerica, duly authorized, has signed this notice this ____ day of _____, 20__.

OF THE TOWN OF BILLERICA

ATTACHMENT A

Property Owner and Description

Owner:

Address of Property:

Amount of PACE Betterment Assessment: \$_____

Description of Property:

ATTACHMENT B

PAYMENT SCHEDULE

ATTACHMENT C

FINANCING AGREEMENT

EXHIBIT D
FORM OF PACE MASSACHUSETTS MUNICIPAL ASSIGNMENT

KNOW ALL PERSONS BY THESE PRESENTS, that the Town of Billerica, Massachusetts (the "Assignor"), acting herein by _____, its _____, pursuant to that certain PACE Massachusetts Municipal Assessment and Assignment Agreement, dated as of _____, 20__ (the "Agreement"), between the Assignor and Massachusetts Development Finance Agency (the "Assignee"), in consideration of One Dollar (\$1.00) and other good and valuable consideration paid to the Assignor by the Assignee, the receipt and sufficiency of which is hereby acknowledged, hereby grants, bargains, quit-claims, sells, conveys, assigns, transfers and sets over unto the Assignee, without warranty, guaranty or representation and without recourse (except as specifically set forth in the Agreement), all of its right, title and interest in and to that certain betterment assessment lien and the debts secured thereby together with such interest, fees, and expenses of collection as may be provided by law, recorded/filed in the [_____] Registry of Deeds at Book ____ Page ____ / _____ Registry District of the Land Court as Document No. _____ on Certificate of Title No. _____] on property owned on the date hereof in whole or in part by the entity identified on and as described on **Attachment A** attached hereto and made a part hereof (the "Lien"), to have and to hold the same unto the Assignee, its successor and assigns forever.

This Assignment is made, given and executed pursuant to M.G.L. Ch. 23M §3(h).

By execution of this Assignment, the Assignor assigns to the Assignee, and the Assignee assumes, as of the date hereof, all of the rights at law or in equity, obligations, powers and duties as the Assignor and its tax collector would have with respect to the Lien, if the Lien had not been assigned with regard to precedence and priority of such lien, the accrual of interest, charges, fees and expenses of collection.

This Assignment by the Assignor is absolute and irrevocable and the Assignor shall retain no interest, reversionary or otherwise, in the Lien.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this ____ of _____, 20__.

Assignor:

TOWN OF BILLERICA,
MASSACHUSETTS

By: _____
Name:
Title:

Attachment A

Property Owner and Description

Owner:

Address of Property:

Amount of PACE Betterment Assessment: \$

Description of Property:

COMMONWEALTH OF MASSACHUSETTS

_____, ss.

On _____, 20____, before me, the undersigned notary public, personally appeared _____, the _____ of the City/Town of _____, Massachusetts proved to me by satisfactory evidence of identification, being (check whichever applies): ☐ driver's license or other state or federal governmental document bearing a photographic image, ☐ oath or affirmation of a credible witness known to me who knows the above signatory, or ☐ my own personal knowledge of the identity of the signatory, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose as _____ of the City/Town of _____, Massachusetts.

Notary Public

Printed Name: _____

My Commission Expires: _____

[Seal]

ACTIVE 56681982v1



Department of Public Works – Engineering Division

Town Hall, 365 Boston Road, Billerica, Massachusetts 01821
PH: (978) 671-1300

Frederick W. Russell, PE, Director
Kelley J. Conway PE, Town Engineer

MEMORANDUM

To: Christopher Dillon

From: Frederick Russell
Kelley Conway

Date: September 5, 2025

Re: Responses to Questions from SB Member Favreau

Complete Streets Policy:

1. Has the Town conducted the required annual reviews of the Complete Streets Policy since its adoption in 2017? If so, where can those reports be accessed?

To my knowledge, there have not been annual reviews. Changes are not needed at this time; the policy is still valid, and we are still in compliance with the Complete Streets Program. Suggest modifying language in policy to state “as needed” instead of “annually,” similar to other Town policies.

2. Has the Town completed a town-wide sidewalk inventory and maintenance plan, as specifically required by the policy? I could not find any documentation confirming that this inventory has been done, which is critical for prioritizing repairs and ensuring safe access for all users.

In 2020, the Town developed a [Sidewalk Inventory and Assessment.pdf](#) and a [Curb Ramp Inventory and Assessment.pdf](#).

3. Are Complete Streets principles being consistently applied to roadway management? If so, how is compliance with the Complete Streets Policy documented in current and upcoming infrastructure plans and projects?

Yes, our annual paving program and other Town roadway projects comply with the Town’s Complete Streets policy.

4. Have Complete Streets considerations been incorporated into Community Development Block Grant (CDBG) or MassWorks Infrastructure Program applications? Both programs prioritize walkability, accessibility, and connectivity, and alignment with Complete Streets principles can directly impact eligibility and competitiveness for these funding opportunities.

There are no current applications in progress but yes, meeting complete streets guidelines would be important to include in any of these applications.

Town-wide Sidewalk Inventory and Maintenance Plan:

1. Does this inventory and maintenance plan exist? If so, where is it located and how can it be accessed? And how often is it reviewed and updated?

In 2020, the Town developed a [Sidewalk Inventory and Assessment.pdf](#). Our current policy is to perform maintenance on existing sidewalks in conjunction with our annual paving program. The document has not been updated since development. We are in the process of moving to a PeopleGIS platform for roads, sidewalks and ramps. This should give us a starting point for more regular updates of this data.

2. If not, can we develop one? And what would be the ETA on having it completed?

Paving Plan and Budget:

1. Billerica Venture Sidewalk \$450,000 – What is Billerica Venture Sidewalk and how is the \$450K funded? What is the source of the funding and how is it being allocated?

This is a 2019 payment from Alliance Residential (developer for what is now the Val) for sidewalks on Middlesex Turnpike.

2. Complete Streets grant \$500,00 - Since Billerica did not apply for the Complete Streets grant in the most recent funding round, do any adjustments need to be made to the FY26 budget to reflect the absence of those anticipated grant funds?

In January 2025, we received a \$500,000 award from the Complete Streets Program for a sidewalk on Middlesex Turnpike. We had a prior award in January 2020, where we received \$378,320 for work on Glad Valley Drive and Campbell Road. Under the current program, a municipality may receive a maximum of \$500,000 in Tier 3 grant funding on a rolling four-fiscal-year basis. In other words, municipalities may receive one full (\$500,000) grant or several smaller grants within any four-fiscal-year timeframe (FY2023-2026). Billerica is maximizing our participation in this program.

3. Estimated Chapter 90 Funding \$ 1,000,000 – The Governor recently announced the apportionment of Chapter 90 funds for FY26 with a significant increase to the town under the new formulas. Of the \$300M base increase apportionment, Billerica will receive \$1,969, 001.30 and of the \$80M supplemental apportionment that was just passed under the Fair Share Supplemental bill, Billerica will receive \$526,094.52 for a total of \$2,495,095.82 in Chapter 90 funding for FY26. Since we only budgeted \$1M, do we need to adjust these figures in the budget that town meeting approved

to reflect the \$2.49M in funding? If not, why, and how/where are these changes captured for future reference and transparency?

On July 29, 2025, the Town received notification that these funds are available to be allocated to projects. Annual road projects are developed in fall/winter for the following year's construction. These funds are anticipated to be used during next construction season.

4. More broadly, I found it difficult to locate key information on the Town's paving and preservation efforts. The Paving and Preservation Plan and Roadway Management data are housed across separate pages on the Town's website, making it difficult to access and understand the status of projects or planned improvements. By contrast, surrounding towns present their roadway and sidewalk information, including project schedules, status updates, and timelines for completion, all in one centralized location. This greatly improves transparency and ease of access for the public, and I believe Billerica could benefit from adopting a similar approach. Can we explore ways and come up with a plan to consolidate and streamline the information on paving and sidewalk improvements, so it is publicly available in an easy-to-access central webpage, that includes project statuses, schedules, and timelines to enhance public transparency and engagement?

The Town's new website will give us the opportunity to improve in this area.

WARRANT
2001 ANNUAL SPRING TOWN MEETING

Middlesex, ss.
To any Constable in the Town of Billerica

Greetings,

You are hereby authorized and requested to notify and warn the inhabitants of said Town of Billerica qualified by law to vote in Elections and Town Affairs, to meet at the Maurice A. Buck Memorial Auditorium, Town Hall, 365 Boston Road, Billerica, MA, Tuesday, May 1, 2001, at 7:30 p.m. and subsequent Thursdays and Tuesdays until all of the business in the Warrant shall have been acted upon, then and there to vote on the following articles:

ARTICLE 1

To see if the Town will vote to fix the compensation of the following six elected officers of the Town and determine any salary increase that shall become effective July 1, 2001.

Selectmen, Chairman - \$2,000

Selectmen, Members - \$1,800

Town Clerk - \$77,742; or act in relation thereto.

Submitted by the Billerica Finance Committee

ARTICLE 2

To see if the Town will vote to hear and act upon the Reports of Town Departments and Officers; or act in relation thereto.

Submitted by the Board of Selectmen

ARTICLE 3

To see if the Town will vote \$51,075, previously appropriated in the FY 01 School Budget to fund the Collective Bargaining Agreement between the Billerica School Committee and the American Federation of State, County and Municipal Employees AFL-CIO, Council 93, Local 2747, Custodial Employees; or act in relation thereto.

Submitted by the Billerica School Committee

ARTICLE 4


To see if the Town will vote to adopt, pursuant to Article 5, of the Billerica Home Rule Charter, the following proposed line item budget for fiscal year 2001 - 2002 (FY02).

This budget was produced under the direction of the Board of Selectmen and represents a complete financial plan of all Town funds and activities that are subject to appropriation, including the budgets as requested by the School Committee (Department Account #300-5100 - #300-5800) and provisions for a Reserve Fund (Account #910-7090) administered by the Finance Committee.

The line item budget is arranged to show the actual expenditures for the current year and the proposed budget for the ensuing fiscal year. It is summarized by Town agency, function and/or program including any proposed capital expenditures. The Town Manager's detailed budget and all explanatory information is available in the Town Meeting Representatives and the general public for inspection in the Town Manager's Office, the public library and the Town Clerk's Office.

The following budget, when considered by the Town Meeting shall first be subject to amendment, if any, as may be proposed by the Finance Committee; or act in relation thereto. Submitted by the Board Selectmen, Town Manager and Finance Committee

A TRUE COPY
ATTEST:


DONNA J. MCCOY
CMC TOWN CLERK

Debt Service, Short Term Borrowing \$50,000	Cemetery Expansion
Debt Service, Short Term Borrowing \$30,000	Street Lighting
Unemployment Compensation \$10,000	Street Lighting
Town Accountant Salaries \$20,000	Police Assessment Center
Town Building Insurance \$29,900	Water Department Utilities

Submitted by the Board of Selectmen, Town Manager and Finance Committee

ARTICLE 9

To see if the Town will vote to raise and appropriate \$938,000 to fund the following various items:

Public Works (HWY) - Front End Loader	\$130,000.00
Public Works (HWY) - 3, 1 ton 4x4 trucks	\$135,000.00
Public Works (SWR) - 1 ton truck and plow	\$45,000.00
Public Works (WTR) - Dump truck	\$95,000.00
Public Works (Cem/Trees/Parks) - 1 ton truck and plow	\$45,000.00
Recreation (VVMP) - Play ground and picnic area	\$84,000.00
Recreation (VVMP) - Main entrance/access	\$82,000.00
Fire- Brush truck (Engine 6)	\$226,000.00
Fire - Self-contained breathing apparatus	\$96,000.00
Total	\$938,000.00

or act in relation thereto.

Submitted by the Town Manager authorized by the Board of Selectmen

ARTICLE 10

To see if the Town will vote to borrow the sum of \$3,862,000, and to further authorize the Treasurer with the approval of the Board of Selectmen to borrow under M.G.L. Chapter 44 for various General Fund purposes:

<u>DEPARTMENT PROJECTS</u>	<u>AMOUNT</u>
DPW - Roadway Management	3,222,000.00
DPW - Drainage Improvements	\$200,000.00
DPW - Sidewalk Rehab & Construction	\$200,000.00
DPW - Water Main Installation	\$240,000.00

or act in relation thereto.

Submitted by the Town Manager authorized by the Board of Selectmen

ARTICLE 11

To see if the Town will vote to transfer from the Sewer Rate Relief fund the sum of \$515,790, for the purpose of design and construction of sewer projects; or act in relation thereto.

Submitted by the Town Manager authorized by the Board of Selectmen

ARTICLE 12

To see if the Town will vote pursuant to the authority under M.G.L. Chapter 44, Section 53E ½, to continue a Revolving Fund for the purpose of receiving fees and making disbursements in connection with the authorized duties of the Board of Selectmen.

Telecommunications Revolving Fund

All revenues received by the Board of Selectmen from fees charged for the lease of space on waster storage tanks owned by the Town for the purpose of placing telecommunications and testing equipment shall be deposited to this fund. The Board of Selectmen or its designee shall be authorized to expend from this fund. No more than \$30,000, shall be expended without further appropriation for the repair, maintenance and upgrading the water storage and distribution system; or act in relation thereto.

	<u>Balance Forward</u>	<u>Receipts</u>	<u>Expenses</u>	<u>Balance</u>
FY 2000	\$39,805.46	\$43,384.27	\$0.00	\$83,189.73
FY 2001 (12/31)	\$83,189.73	\$35,727.14	\$0.00	\$118,916.87

Submitted by the Town Manager authorized by the Board of Selectmen

ARTICLE 9

It was moved and seconded to raise and appropriate \$938,000.00 to fund the following various items:

Public Works (HWY) - Front End Loader	\$130,000.00
Public Works (HWY) - 3, 1 ton 4x4 trucks	\$135,000.00
Public Works (SWR) - 1 ton truck and plow	\$ 45,000.00
Public Works (WTR) - Dump truck	\$ 95,000.00
Public Works (Cem/Trees/Parks) - 1 ton truck and plow	\$ 45,000.00
Recreation (VVMP) - Play ground and picnic area	\$ 84,000.00
Recreation (VVMP) - Main entrance/access	\$ 82,000.00
Fire- Brush truck (Engine 6)	\$226,000.00
Fire - Self-contained breathing apparatus	\$ 96,000.00
Total	\$ 938,000.00

The Finance Committee concurred. The Selectmen concurred.

The motion as presented CARRIED.

ARTICLE 10

It was moved and seconded that the Town borrow the sum of \$3,862,000.00, and to further authorize the Treasurer with the approval of the Board of Selectmen to borrow under M.G.L. Chapter 44 for various General Fund purposes:

<u>DEPARTMENT PROJECTS</u>	<u>AMOUNT</u>
DPW - Roadway Management	\$3,222,000.00
DPW - Drainage Improvements	\$200,000.00
DPW - Sidewalk Rehab & Construction	\$200,000.00
DPW - Water Main Installation	\$240,000.00

A TRUE COPY
ATTEST:
Donna J. McCoy
DONNA J. MCCOY
CMC TOWN CLERK

The Finance Committee concurred. The Selectmen concurred.

Town Manager Montuori explained that 1.4 million of the \$3,222,000.00 would be for the upgrading and acceptance of unaccepted streets. Drainage improvements will be in the River Pines area and the Pinehurst area. Sidewalk work will include sidewalks from the new Ditson School to Christina Avenue, between McGinness Way and Bankside Drive and in the vicinity of the Parker School. Also planned is replacement of a water main at Folger and March Street.

Rep. Mollison moved to reduce the 1.4 million for unaccepted streets to \$50,000.00 for surveying of these streets. Seconded.

Rep. McLaughlin moved the question on the amendment. Seconded. With one hundred forty-nine (149) voting in favor and four (4) opposed, debate was cut off.

The amendment LOST.

Discussion continued on the main motion.

Superintendent Calabrese spoke on the article.

Rep. Dampolo moved the question. Seconded. With one hundred forty (140) in favor and four (4) opposed, debate was cut off.

A rising vote was taken on the main motion as presented. With one hundred forty-six (146) in favor and four (4) opposed, the motion CARRIED.

It was moved and seconded to reconsider Article 10. Reconsideration LOST.

Rep. Bowen moved to amend the rules to allow the Moderator on a motion to end debate, to determine a 2/3's voice vote, subject to challenge by seven (7) members. Seconded. The motion PASSED.

ARTICLE 6

It was moved and seconded to authorize the transfer of \$1,112,865.00 from the Town's Stabilization Fund (81524-4000) to fund engineering and design of the Water Treatment Plant.

The Finance Committee concurred. The Selectmen concurred.

Annual Spring Town Meeting
May 1, 2001
Maurice A. Buck Memorial Auditorium
Second Session -- May 3, 2001

A quorum count was called. With one hundred twenty-three (123) Town Meeting Members present, the second session of Town Meeting was declared in session at 7:35 p.m.

Selectman Peter Coppinger gave the report of the Long Range Master Plan Committee. It was moved, seconded and VOTED to accept the report as read.

It was moved, seconded and VOTED that Articles 6, 13, 14, 15 and 16 be taken up after the fourth order of business this evening.

ARTICLE 7

It was moved and seconded to authorize the transfer of \$325,000.00 from the Sewer Expansion fund to fund the following:

Public Works (SWR)

Biosolids study to evaluate an upgrade and improvement to sludge handling, dewatering and composting,	\$75,000.00
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Comprehensive wastewater management plan and study to determine future areas of sewer installation,	\$250,000.00
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The Finance Committee concurred. The Selectmen concurred.

Questions relative to whether this would be eligible for State mandated funds, guidelines for sewerage future areas of sewer installation and the cost of the comprehensive Wastewater Management Plan were raised.

Town Manager Montuori stated that this would not fall under the guidelines for State mandated funding. He also stated that this is an estimate for a very in depth plan.

The motion as presented CARRIED.

ARTICLE 8

It was moved and seconded to transfer from available funds the sum of \$209,900.00 to fund various FY 2001 budget line items as follows:

Transfer from:	Transfer to:
FATM 10/6/98	
Article 18, Cemetery Engineering	Cemetery Expansion
\$20,000	
Cemetery Salaries	Cemetery Expansion
\$50,000	
Debt Service, Short Term Borrowing	Cemetery Expansion
\$50,000	
Debt Service, Short Term Borrowing	Street Lighting
\$30,000	
Unemployment Compensation	Street Lighting
\$10,000	
Town Accountant Salaries	Police Assessment Center
\$20,000	
Town Building Insurance	Water Department Utilities
\$29,900	

The Finance Committee concurred. The Selectmen concurred.

The motion as presented CARRIED.



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
 John J. Burrows, *Vice Chair*
 Daniel R. Darris-O'Connor, *Secretary*
 Michael S. Rosa, *Member*
 Dina M. Favreau, *Member*

Select Board Proposed Meeting Schedule for 2026
Conway Hearing Room and Via Zoom (Hybrid) at 6:00 PM

Month	Day	Holidays
January	5 th	01/01/26 – New Years Day Observed (Thursday)
	26 th	01/19/26 – Martin Luther King Jr. Day (Monday)
February	2 nd	02/16/26 – President's Day (Monday)
	23 rd	
March	2 nd	
	16 th	
April	6 th	04/20/26 – Patriot's Day (Monday)
	27 th	
May	4 th	05/05/26 – Start of Town Meeting (Tuesday)
	18 th	05/22/26 – Memorial Day (Monday)
June	1 st	06/19/26 – Juneteenth (Friday)
	15 th	
July	20 th	07/04/26 – Independence Day (Saturday)
August	17 th	
September	14 th	09/07/26 – Labor Day (Monday)
	21 st	
October	5 th	10/06/26 – Start of Town Meeting (Tuesday)
	19 th	10/12/26 – Columbus Day (Monday)
November	2 nd	11/11/26 – Veteran's Day (Wednesday)
	16 th	11/26/26 – Thanksgiving (Thursday)
December	7 th	12/25/26 – Christmas (Friday)
	21 st	

*Subject to Change at the Call of the Chair

America's Yankee Doodle Town

Dawn McDowell

From: Jillian Pavidis
Sent: Wednesday, October 8, 2025 5:05 PM
To: John Burrows; Dawn McDowell
Subject: Re: Champions Sign

This would be awesome to have!

Get [Outlook for iOS](#)

From: John Burrows <jburrows@billerica.gov>
Sent: Wednesday, October 8, 2025 4:28:39 PM
To: Dawn McDowell <selectboard@billerica.gov>; Jillian Pavidis <jpavidis@billerica.gov>
Subject: Fw: Champions Sign

From: Kerry Parrella [REDACTED]
Sent: Tuesday, October 7, 2025 11:42 AM
To: Marc.Lombardo@mahouse.gov <Marc.Lombardo@mahouse.gov>; John Burrows <jburrows@billerica.gov>
Subject: Champions Sign

You don't often get email from [REDACTED] [Learn why this is important](#)
[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Good morning Mr. Lombardo & Mr. Burrows - I am writing to you both to see who I should reach out to in regard to having a sign made and put up in the center of town and/or when you are entering Billerica.

Many towns in the area have this type of sign to acknowledge the accomplishments of their student athletes in different sports and I was hoping that Billerica could join in on this amazing tribute or update an existing one if one is currently in place.

With the success of the Hockey & Lacrosses teams in 2025, never mind the continued success of the Girls Varsity Cheer Team and also the many awards our track team have won - it would be nice to be able to promote that with in our community and also to show anyone visiting the accolades of our Indians.

I have attached an example - there are many types of signs and may ways it can be done - but I thought I would start with both of you to see what your thoughts and suggestions might be.

I don't know if any other parents/families have reached out but I believe they may in the coming weeks.

It would be a win win for many reasons especially families buying in our community to show the strength of the programs offered from a public-school standpoint and all the teams at BMHS have to offer - never mind the state-of-the-art school and facility we have.

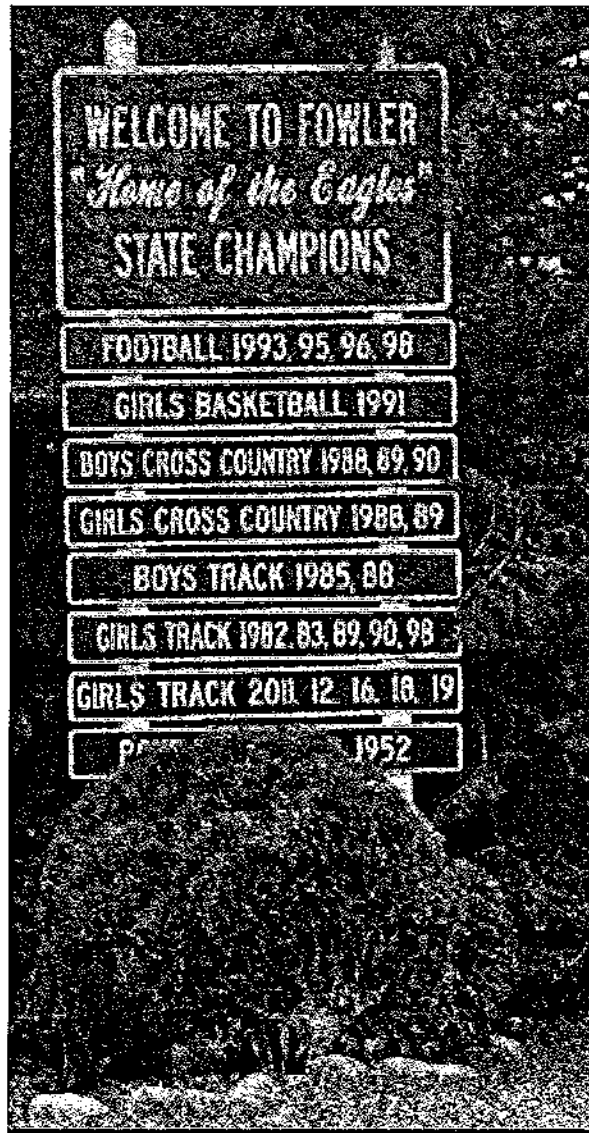
Thank you for your time.

Kerry Parrella

Proud Mom of State Champion

AJ Parrella - Hockey & Lacrosse 2025

6:49



google.com

Dawn McDowell

From: Jillian Pavidis
Sent: Thursday, October 9, 2025 10:34 PM
To: Dawn McDowell
Cc: Christopher Dillon
Subject: Proclamation for Farmer's Market and Digital Sign

Hi Dawn,

For the October 20th meeting, can we have a proclamation with the Billerica Farmer's Market recently winning best farmer's market?

Chris, I was talking to a resident tonight about the new digital sign in Tewksbury when you're entering the town. Has current events etc. I think someone may have brought this up to you already. Is this something the Select Board should discuss or something one of your team members can look into? I think it's a great idea. Wasn't sure what the process was for getting something like this. Dawn, can I add an agenda item of " Digital Signage for Town Updates" to agenda?

Thanks for a great day! Good to be back.

Thanks,
Jillian

[Get Outlook for iOS](#)



Gloucester City Council

CERTIFICATE OF VOTE

Certificate Number: 2025-244

The Gloucester City Council, at a meeting held on Tuesday, September 23, 2025 at 6:30 p.m. at the Kyrouz Auditorium, City Hall, voted to approve the following:

IN CITY COUNCIL:

MOTION: On a motion by Councilor Memhard, seconded by Councilor Worthley, the City Council voted 9 in favor, 0 opposed, to amend the Gloucester Code of Ordinances Chapter 14 "Offenses and Miscellaneous Provisions" by ADDING a new Article III "Virtual Currency Kiosk Prohibition," as follows:

Chapter 14, ARTICLE III Virtual Currency Kiosk Prohibition

Section 14-18 Purpose and intent

The City of Gloucester Police Department and Essex County District Attorney's Office reports that unregulated virtual currency kiosks are able to convert fiat currency into virtual currency instantaneously and irreversibly, which exposes the most vulnerable of our citizens to unnecessary risk. The purpose of this article is to prohibit the installation, operation and use of virtual currency kiosks within the City in an effort to protect our community.

Section 14-19 Definitions

- (a) Virtual Currency: A digital representation of value used as medium of exchange, a unit of account, or a store of value, but does not have legal tender status as recognized by the United States Government, including but not limited to Bitcoin, Bitcoin Cash, Dash, Litecoin, Ripple, ZCash, Ethereum, and similar blockchain-based tokens.
- (b) Virtual Currency Kiosk means any self-service kiosk, machine, or device installed in a publicly accessible location that enables users to buy, sell, exchange, or transfer Virtual Currency through the machine using cash, debit card, credit card, or other means of payment or other virtual currency.

Section 14-20 Virtual Currency Kiosks Prohibited

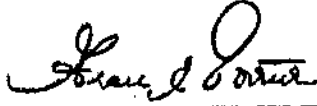
It shall be unlawful for any person or entity to host, allow, operate, permit, locate or place a Virtual Currency Kiosk within the City of Gloucester. All Virtual Currency Kiosks existing within the City as of the Effective Date of this Ordinance must be removed within 30 days after the Effective Date.

Section 14-21 Administration and enforcement.

- (a) This section shall be enforced by the police department.
- (b) This section may be enforced through any lawful means, including but not limited to non-criminal disposition pursuant to MGL c. 40, § 21D. In the event of such disposition, and subject to the safeguards of § 21D, any business or individual that violates any provision of this article shall be subject to a fine of \$300.00 for each violation.
- (c) Each day that the violator continues to operate the virtual currency kiosk shall constitute a separate violation of this article.
- (d) Fines are cumulative and each day or portion thereof shall constitute a separate offense. If more than one violation occurs, each condition violated shall constitute a separate offense.

Section 14-22 Severability

If any provision of this ordinance is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions, which shall remain in full force and effect.

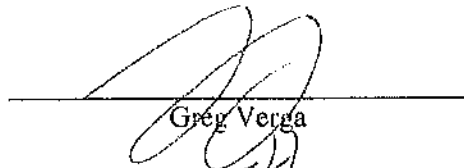


Grace E. Poirier, City Clerk

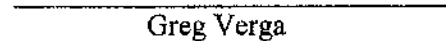
Date: September 25, 2025

APPROVED BY THE MAYOR

VETOED BY THE MAYOR



Greg Verga



Greg Verga

SIGNED THIS 25th DAY OF SEPTEMBER, 2025

All Ordinances shall become effective 31 days after passage except Emergency Orders and Zoning Amendments shall become effective the next day



Waltham MA Police Department

September 16 at 7:59 AM • 🌐

...

Mayor Jeannette A. McCarthy was recently joined by (left to right) Police Chief Kevin O'Connell, Detective Lieutenant Dennis Deveney Jr., Waltham resident Steven Drew, City Solicitor Katherine Laughman and City Councilor Cathyann Harris for the signing of a new city ordinance regulating Cryptocurrency ATMs and kiosks in Waltham.

This ordinance was passed unanimously by the Waltham City Council on 9/08/2025. It will effectively ban cryptocurrency ATMs and kiosks from being operated at businesses in Waltham. These devices are currently unregulated by state and federal law and are utilized on a daily basis as a tool in scams and fraud.

Steven Drew came to the Waltham Police Department in the spring of 2025 after an elderly family member had been scammed out of \$18,000 via cryptocurrency ATM. Although WPD investigators were already involved in investigating numerous crypto scam incidents; meetings between Drew and members of the department led to formulating different strategies to attack this problem. Extra resources have been put into awareness, prevention, investigation and recovery of funds related to scams and fraud.

In Waltham alone over twenty people have reported over \$175,000 in losses to cryptocurrency-based scams in 2025. The FTC estimates that less than 10% of victims actually report when they are victimized by these scams, so the number is likely much higher.

These scammers use sophisticated means including fake internet listings, phone numbers impersonating legitimate organizations and often couple that with detailed personal information of their targets. They pose as law enforcement, government agencies, financial institutions, utility and technical support, and a variety of other covers.

People in Waltham and around the world are targeted daily with a litany of these online and phone scams, oftentimes resulting in devastating financial losses. The victims of many of these scams are often our most vulnerable populations. The FBI reports that in 2024 there were nearly 11,000 reported cases of fraud involving crypto ATMs, totaling nearly \$250 million dollars in losses. It is estimated that elder population makes up over half of these victims, with a further estimated loss of nearly \$5 billion dollars overall to all scams/fraud by elders in 2024.

The Waltham Police Department advises anyone who thinks they may be the victim of scam to call us at 781-314-3600. No legitimate agency will be calling you demanding payment of fines, fees or other expenses in cryptocurrency. Please spread awareness to your loved ones, especially the elders in your circle.

CITY OF WALTHAM
MASSACHUSETTS

IN THE CITY COUNCIL

AN ORDER AMENDING THE CITY OF WALTHAM GENERAL ORDINANCE,
CHAPTER 8, LICENSE, PERMITS AND BUSINESS REGULATIONS.

Be it Ordained that the Waltham General Ordinance, Chapter 8, License, Permits and Business Regulations be amended by adding a new Article XVII regulating Cryptocurrency Automated Teller Machines (ATMs) as follows:

ARTICLE XVII

Cryptocurrency Automated Teller Machines (ATMs)

Sec. 8-178. Purpose and Intent

The City, acting upon reports of the Waltham Police Department, finds that unregulated cryptocurrency Automated Teller Machines (ATMs) pose risks to consumers, including financial fraud, money laundering, and lack of recourse for users. The City further finds that the current absence of sufficient federal and state consumer protections and regulatory oversight for such devices necessitates a municipal prohibition to safeguard residents and preserve public safety.

Sec. 8-179. Definitions

For the purposes of this ordinance, the following terms shall have the meanings indicated:

- (a) **Cryptocurrency:** A digital or virtual currency that uses cryptography for security and operates independently of a central bank, including but not limited to Bitcoin, Bitcoin Cash, Dash, Litecoin, Ripple, ZCash, Ethereum, and similar blockchain-based tokens.
- (b) **Cryptocurrency Automated Teller Machine (Cryptocurrency ATM):** Any self-service kiosk, machine, or device installed in a publicly accessible location that enables users to buy, sell, exchange, or transfer cryptocurrency through the machine using cash, debit card, credit card, or other means of payment.

Sec. 8-180. Prohibition

No person, business, or entity shall install, operate, maintain, or allow the installation or operation of a Cryptocurrency ATM within the geographic boundaries of the City of Waltham.

Sec. 8-181. Enforcement and Penalties

This ordinance shall be enforced by the Waltham Police Department, the Building Department, or any other authorized agent of the City.

Any person or entity found to be in violation of this ordinance shall be subject to a fine of \$300 per day per device, enforceable under non-criminal disposition pursuant to M.G.L. c. 40, § 21D.

Each day during which a violation continues shall constitute a separate offense.

Sec. 8-182. Severability

If any provision of this ordinance is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions, which shall remain in full force and effect.

First Reading: August 4, 2025

Second Reading:

Third Reading:

Approved:

Reading of the Names
Bell Toll
Memorial Poem



Please feel free to
bring a photo of your
loved one

BILLERICA OVERDOSE VIGIL

Overdose Awareness

Sunday, November 2, 2025

5 p.m.

Billerica Town Common

Billerica Select Board Policies and Procedures

20.0 Town Counsel

Each appointment for Town Counsel or special Town Counsel shall be for a term not exceeding four (4) years. Evaluations of Town Counsel(s) shall be conducted midway through each such term. The Chair of the Select Board shall cause such evaluations to occur and provide all reports to the full Select Board for review and appropriate action by the Board. The process for such performance evaluations shall be as follows:

1. Boards, Commissions, and Committees are to review, vote, and send a performance evaluation of Town Counsel(s) to the Select Board within thirty (30) days after notification by the Chair of the Select Board. Minority opinions, if any, shall be incorporated into such evaluations.
2. Department Managers are to send their performance evaluation of Town Counsel(s) to the Select Board within thirty (30) days after notification by the Chair of the Select Board.

Criteria to be rated: An evaluation form shall be provided for any evaluation of Town Counsel(s) (Attachment C).

Town Counsel(s) shall provide quarterly summaries of legal activities as follows:

1. Total dollars billed for "Departmental/Administrative" services to be itemized by Department;
2. Total dollars billed for "Litigation" services to be itemized by Department;
3. Status of open/pending litigation/cases to be provided by confidential memorandum in executive session, per M.G.L. Chapter 39, Section 23B (3).

Each February, the Select Board shall review such quarterly summaries with respective Town Counsel(s).

20.1 Inquiries to Town Counsel.

It shall be a policy of the Board to use the following procedure when obtaining information from Town Counsel. The following will have access to Town Counsel:

1. All five (5) members of the Select Board; the Town Manager; the Assistant Town Manager; the Town Moderator; Department Heads with the approval of the Town Manager; the Chair of the following with approval of the Town Manager (in the absence of the Chair, the Vice-Chair and then the secretary): Finance Committee, Planning Board and Zoning Board of Appeals
2. If the contact is to be made by email, the Town Manager ~~and the Chair of the Select Board~~ shall be copied on all inquiries to and responses from Town Counsel.
3. In cases where any member may need to contact Town Counsel on a matter relating to the Town Manager as provided in sections one and two of this policy.
4. In cases where the Select Board may be contacting Town Counsel on question of potential personal conflict of interest, such contact is exempt from this policy.

The Select Board shall provide an up-to-date and accurate copy of the Select Board Policies and Procedures to Town Counsel.

Town Counsel shall review the Policies and Procedures annually to ensure compliance with Massachusetts General Law and Town of Billerica General By-Laws.

1. Any new policies shall be sent to Town Counsel after the first reading by the Select Board so that legal feedback will be received by the next meeting to be considered at the final reading of the Select Board.
2. Once approved, any new policy will be sent to the Town Counsel in its final form.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

Members Present: Chair Jillian Pavidis, Vice Chair John Burrows (Remote), Secretary Daniel Darris-O'Connor, Member Michael Rosa, and Member Dina Favreau

Members Absent: None

Staff Present: Acting Town Manager Christopher Dillon, Assistant Town Manager Robert Maynard and Recording Secretary Dawn McDowell

Call to Order 6:00 PM

Chair Pavidis called the meeting to order at 6:00 PM.

The Pledge of Allegiance was recited.

On a roll call attendance: Vice Chair Burrows was present, Secretary Darris-O'Connor was present, Member Rosa was present, Member Favreau was present and Chair Pavidis was present.

1. Open Microphone

Barbara Reidy from 10 Maplewood Ave – Ms. Reidy gave kudos to Member Rosa regarding his 6-point plan on economic development. We need to promote the Town with a marketing budget and attending small business fairs. We need to be proactive with businesses. We need to look at companies that are expanding and look at adding a permit person to help businesses with the process.

Grace Tucci of 7 Carson Street – Ms. Tucci stated that the EDC meeting was very productive but she still doesn't agree with some of the recent action of the Board.

Chris Ravin of 19 Bolton Road – Mr. Ravin stated that he received a letter that he was no longer on the Board of Health. He did not have any communication prior to this letter and the previous Town Manager; Mr. Main told him he would still be on the Board of Health. He has is molecular biologist and this is BS. He added that profanity is protected by free speech and the things he posts on Facebook are on his personal account. Another Board member threatened to shoot people and nothing happened. He filed an OML violation and posted that a certain Select Board member should resign.

Jean Egan of 159 Allen Road – Ms. Egan thanked Member Rosa for letting her know the cap on her chimney was collapsed and preventing her from Cabo monoxide fume going in the house. We need to tone down the apartments on Boston Road. The Val apartments are awful and the building at 279 Boston Road looks awful. The Cabot property is a good place for a restaurant. We don't want the MWRA for water.

Diana Saunders of 20 Oxford Road – Ms. Saunders stated that sewer was stopped because of the cost. If the prices go up, not everyone can pay. Her bill for sewer and water was \$300. We need to do town wide sewer so everyone can pay. The buildings are not being inspected and not going by what the permit says. On 279 Boston Road, there is no drainage and no pump station. We need to start with infrastructure.

Kelly Sardina of 95 Gray Street – Ms. Sardina stated that 279 Boston Road was approved as Commercial and Residential. The Planning Board just allowed Commercial, Residential and Industrial. The restaurant originally had 68 seats, not it has 98 seats. The downstream analysis is required and not done. The Town did not post properly for the MBTA zoning, so it needs to go back to Town Meeting. The water and sewer rates should not be voted on until the audit is complete. We need a tighter hand on the budget.

Announcements

2. Vacancies on Boards and Committees

Secretary Darris-O'Connor read the vacancies on Boards and Committees.

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



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

Proclamation and Public Recognition

4. Christina Byron

Secretary Darris-O'Connor read the thank you letter and presented it to Christina Byron for all her work in the Veteran's Office.

5. Agenda Item Removed

6. Dutile Elementary School Students – Brochures on Stream Buffer Zones

A selection of Dutile Elementary students presented their brochures on stream buffer zones.

MOTION - Member Rosa made a motion to send a letter of thanks to all students involved with the presentation on stream buffer zones. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Public Hearings

7. Public Hearing – National Grid and Verizon - #31133775 –National Grid to relocate (1) JO Pole on Strand Street beginning at a point ~10' southerly from existing Pole #1 per customer request to make room for a new driveway.

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing at 6:29 PM for National Grid #31133775 for a pole petition on Strand Street. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Paulo Sathler from National Grid appeared for the public hearing via Zoom.

Bill Hudgins from 10 Tomahawk Drive – Mr. Hudgins asked if there will be any trees taken down to get to the pole. Mr. Sathler replied that National Grid will not be removing any trees. The pole will be brought closer to Tomahawk Drive. The property owner may remove trees but National Grid will not. Mr. Hudgins stated that the current pole is surrounded by trees and asked if any landscape would be cut down at the corner because Strand Street is only 16' wide. Mr. Sathler replied no.

Jim Hussey of 1 Strand Street – Mr. Hussey stated that they get their electric from that pole and asked how long the power will be done. Mr. Sathler replied that they will set up the new pole first and then transfer the lines, so power may be down 30 minutes to one hour. We will notify the residents prior to them moving the electricity. Mr. Hussey stated that the street is not wide and asked if their driveway will be blocked. Mr. Sathler replied that they would coordinate with the residents and they can park elsewhere on that day. Mr. Hussey added that he takes care of the corner of Strand and Tomahawk.

Member Rosa asked besides the abutters here tonight, have any other abutters had reached out. Mr. Sathler replied no. Member 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. Sathler replied yes. Member Rosa stated that we can add a condition that National Grid cannot remove any trees.

Member Favreau asked if the new pole location would interfere with line of sight. Mr. Sathler replied that the homeowner may be adding a new driveway but the pole will not. Member Favreau stated that a condition should be added that the pole cannot interfere with line of sight.

Chair Pavidis asked how long of a notice you will give the residents. Mr. Sathler replied about 6-8 weeks. They will also have a rain date. Mr. Sathler added that they will not be removing any trees.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing at 6:47 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the National Grid #31133775 pole petition on Strand Street with the conditions that National Grid will not remove any trees in the process of removing the pole. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

8. Public Hearing – National Grid and Verizon - #31141166 – National Grid to install (1) JO Pole (28-84) on Shawsheen Road beginning at a point ~35' easterly from existing Pole 28 with anchor across the street from Poll 28 after tree guide is removed in front of 58 Shawsheen Road.

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing at 6:48 PM for National Grid Pole Petition #31141166 for 58 Shawsheen Road. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Paulo Sathler from National Grid appeared for the public hearing.

Member Rosa asked if any abutters had reached out. Mr. Sathler replied no. Member 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 and also there is a sewer line so some of the portion of the trench will have to be hand dug if necessary. Mr. Sathler replied yes.

There were no public comments from the audience or online.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing at 6:50 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition #31141166 for 58 Shawsheen Road. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

New Business (Quick Items)

9. Approve and Adopt the Order of Taking for Street Acceptance Roads Authorized at the 2025 Spring Town Meeting – Requested by Kelley Conway, Town Engineer

DPW Director Fred Russell joined the meeting. There were six streets accepted at Town Meeting, so the next step is the order of taking and then they will be recorded at the registry.

MOTION - Secretary Darris-O'Connor made a motion to adopt the order of taking in the form presented acquiring interests in land sufficient to complete the layout and acceptance of those public ways identified in the vote under Article 33 of the May 6, 2025 Annual Spring Town Meeting, provided that Town Counsel may update Schedule A as necessary prior to recording, and to award no damages for the taking. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

10. Discussion and Possible Vote to Approve the Traffic Control Agreement for the Yankee Doodle Bike Path and Authorize the Acting Town Manager to Sign – Requested by Kelley Conway, Town Engineer

DPW Director Fred Russell joined the meeting. This item is for the traffic control agreement for the Yankee Doodle Bike Path. This agreement is with Mass DOT and when signed, the Town will take over traffic maintenance.

MOTION - Secretary Darris-O'Connor made a motion to approve the traffic control agreement for the Yankee Doodle Bike Path and authorize the Acting Town Manager to sign. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

11. Discussion and Possible Vote to Join Massachusetts Water/Wastewater Agency Response Network (MAWARN) – Requested by Todd Melanson, Water Superintendent

Todd Melanson, Water Superintendent joined the meeting. Mr. Melanson stated that MAWARN covers the liability insurance for the Town and we can request help if a Federal Disaster is declared.

Member Rosa stated that he read the summary page and asked if there was a down side. Mr. Melanson replied there is no downside.

MOTION - Secretary Darris-O'Connor made a motion to have the Town of Billerica join the MAWARN. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

12. Discussion and Possible Vote on Gift Acceptance:

- a. Billerica Public Library
 - i. 9 Gift Certificate for Free Bowling (Estimated Value) ~\$90
 - ii. 5 Passes for Kimball's Farm (Estimated Value) ~\$60
 - iii. Free Escape Room Game (Estimated Value) ~\$40
 - iv. 2 Bags of Toll House Morsels (Estimated Value) ~\$16
- b. Veterans Services
 - i. 15 Cannon's Professional Lacrosse Seats (Estimated Value) ~\$550
 - ii. 500 Long Stem Roses for Memorial Day (Estimated Value) ~\$500
 - iii. \$50 Donation
- c. Council on Aging (COA)
 - i. Crafting Supplies (Estimated Value) ~\$3,000

MOTION - Secretary Darris-O'Connor made a motion to accept the gifts as presented pursuant to MGL, Chapter 44, Section 53A and authorize expenditure of the funds for the stated purpose. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

13. Request Permission to Use Town Property (Town Common, COA & Library Parking Lots) for the 250th Committee to Host a BBQ, Concert on the Common and Bike and Motorcycle Safety on Thursday, July 3, 2025 from 5:00 PM to 9:00 PM and Request (4) 18" x 24" Signs in the Common from June 17, 2025 to July 3, 2025

Diana Saunders and Chris Sennott from the 250th Committee joined the meeting. Ms. Saunders stated that they are requesting use of Town property to hold a BBQ and concert on July 3, 2025 from 6:30 PM to 8:30 PM. There will also be a bike safety event. They would also like to request 4 signs on the common for the event and a banner.

Member Rosa stated that we don't allow banners on the common but will allow the signs on the common.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

Member Favreau stated that residents live behind the library. Ms. Saunders stated that they will not be blocked, the Police will just set up barricades by the library parking lot for safety.

MOTION - Secretary Darris-O'Connor made a motion to approve the use of town property for the 250th Committee BBQ, concert and bike event. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve 4 signs on the common for the 250th Committee event from June 17, 2025 to July 3, 2025. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Appointments

14. Open Space and Recreation Commission – Commission On Disabilities - Chris Clark (Expires 06/30/2027)

MOTION - Secretary Darris-O'Connor made a motion to appoint Chris Clark to the Commission on Disabilities expiring June 30, 2027. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

15. Historic Districts Commission –Regular Member – Kathy Meagher (Expires 06/30/2028)

MOTION - Secretary Darris-O'Connor made a motion to appoint Kathy Meagher to the Historic Districts Commission as a regular member expiring June 30, 2028. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Vice Chair Burrows voted Aye, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Committee Reports

Old Business

16. Water and Sewer Rates Presentation – 2nd Reading

Fred Russell, DPW Director appeared for the second reading of the water and sewer rates.

Member Favreau stated that for the record, they did not receive the material that was requested at the last meeting. Mr. Russell apologized. They had to export the data from Munis and get it to Waterworks so they could run the data and it was harder than expected. They are requesting that the Board go with the rates that were presented at the last meeting for this year and then work with Waterworks for next year's rates and we can get to where we need to.

Member Favreau asked how we can set rates without the actual data. We requested the data on June 2nd and again last week. Mr. Russell stated that the information we presented last meeting was accurate and Member Rosa asked for consumption rates. Member Favreau stated that Member Rosa asked for other information with new concepts and she thought you said tonight that the information was not accurate and if we don't have the information, we cannot make an informed decision.

Member Rosa agrees with Member Favreau. The structure is for a tiered approach with low end vs. high end users and he asked that they look at additional tiers and spread out the increases so lower users don't pay as much. We don't need to set rate tonight so we can look at more choices.

MOTION - Member Rosa made a motion to continue the water and sewer rates until July 14, 2025. The motion was seconded by Member Favreau and voted 3-2-0. On a roll call vote: Vice Chair Burrows voted No, Member Rosa voted Aye, Secretary Darris-O'Connor voted No, Member Favreau voted Aye and Chair Pavidis voted Aye.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

17. Gift Acceptance Policy – Section 46 – 2nd Reading – Requested by Member Rosa

Member Rosa stated that the comments have been incorporated. Town Counsel had one recommendation and that was to hold the funds in escrow until the Board accepts them.

MOTION - Member Rosa made a motion to approve the gift acceptance policy with the incorporation of comments from Town Counsel. The motion was seconded by Secretary Darris-O'Connor and voted 4-1-0. On a roll call vote: Vice Chair Burrows voted No, Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

18. Discussion of Calendar Year 2025 Goals

Chair Pavidis stated that these goals were originally done in January prior to some new board members and were discussed at the last meeting but not voted on.

Member Favreau stated that she provided six or seven pages of items. There is an item 1.10.2 that says it is still ongoing but it was completed on January 27th. Mr. Maynard stated that the location was discussed but Left Field will be doing a feasibility study. Member Favreau stated that finding the location is done, which is the goal.

Member Rosa stated that we are supposed to submit the goals and he submitted about a page and half, the six points for EDC is only part of it. The goals were discussed but not voted. This document is a working document.

Mr. Dillon stated that the Master Plan and goals should go together. With the new members, he met with each one to get their priorities and the Board was in unison that the priority is Economic Development. The other priorities are different for each member. The Board needs to vote as a group and make sure the goals are attainable.

Member Favreau stated that we started discussion on these goals last May, so they shouldn't be a surprise and have been ongoing.

Secretary Darris-O'Connor stated that it would be best to do a working session and vote on individual goals.

MOTION - Member Rosa made a motion to approve the original list removing all completed goals and adding the new goals. The motion was seconded by Member Favreau and voted 3-2-0. On a roll call vote: Vice Chair Burrows voted No, Member Rosa voted Aye, Secretary Darris-O'Connor voted No, Member Favreau voted Aye and Chair Pavidis voted Aye.

19. Agenda Item Removed

20. Town Manager's Update

Mr. Dillon gave the Town Manager's Report.

Formlabs

On June 5th the Town sat down with Formlabs a global manufacturing company that is moving to Billerica this Summer from Sommerville. Formlabs works in the 3D printing field and will be seeking an EDIP through the state, the Town will be writing a letter of support to be included. This will bring about 25 new jobs to the community as well as a new business by hopefully this Fall.

Boston Road North (North of Town Center)

This week, the Contractor changed the traffic pattern on Boston Road (from Simmons Lane to Heritage Road). Temporary pavement markings were applied to reflect the new alignment. Traffic was shifted to the center of the roadway, with work zones on both sides. This traffic shift will remain in place for the majority of this construction season as the Contractor continues to install granite curb, brick islands and sidewalks.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

Municipal Aggregation Program

The current Aggregation program for the Town expires this coming January. Starting January 1, 2026, the new rate will be \$0.13 per kWh, this is \$0.01 less than the previous rate. The supplier will remain Dynergy Energy Services, they offered the lowest and most competitive rate. A postcard will be mailed to all residents and businesses owners this coming December explaining the rate change to those using the program. Anyone already in the program will be automatically reenrolled this January. The Town will post on social media and encourage more residents to sign up and take advantage of this benefit.

MRI

On June 11th MRI, Municipal Resources INC, the firm handling the hiring of the new Town Manager conducted interviews with various Department Heads to learn more about Town Hall and what the staff would be looking for in a new Manager. This was very well received by all involved and the staff is looking forward to having a permanent Town Manager.

Rangeway Road Sewer Betterment

Next week, the Contractor will be working on Rangeway Road between Sterling Road and Old Rangeway Road to install 8" PVC gravity sewer and associated structures. The road will be closed to through traffic during this time but will remain open to residents, school buses, and local business owners.

Member Rosa stated that he is glad this is finally starting.

North Billerica MBTA Station

This office, State Representative Marc Lombardo, and representatives from the MBTA will be sitting down at the end of this month to discuss the next steps with regard to the building at the North Billerica MBTA Station. I will follow up with the Board at the July meeting on this.

Member Rosa stated that he spoke with Rep. Lombardo and the windows are the hang up for the project.

Roadway Management 2025

Completed Work: • Repaved Lexington Road, Andover Road (Salem to Whipple), George Brown Street, Manning Road, Canterbury Street, Water Street and Yale Street. • Added granite curb and sidewalk on Manning Road and added granite curb and sidewalk with wheelchair ramps at Bridge and Bridle.

Future Work: • Plan to install granite curb, concrete sidewalk and repave Middlesex Turnpike starting next week. • Plan to repave Bridge Street later this season. • Plan to microsurface Andover Road (Boston to Allen), Oak Street, and remaining section of George Brown Street this year.

FY25 One Stop Grant Applications

On March 25, 2025, the Town submitted four expressions of interest to the State as part of the One Stop application process. The four grants targeted were Brownfields, Vacant Storefronts, Downtown Initiative, and Route 3 corridor study. Mass Development then sat down with our Planning Director to identify which grants would be successful for the Town to apply for as well as those that we wouldn't.

For the past two years, the Town has applied for a Brownfields Redevelopment grant for Ironhorse Park and has been unsuccessful. For FY25, the Town was considering using a Brownfields Grant to assess the North Billerica Fire Station and determine if it qualified as a Brownfields site. However, we learned from Mass Development that this program is only available for economic development sites, not open space or conservation sites. With no economic development site in mind and insufficient time to identify one and conduct the necessary research to apply for the grant, the Town, based on feedback from the State, did not move forward with a formal application.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

The other grant identified was the Vacant Storefronts program. Unfortunately, the Town has never designated a district, which was a requirement for the FY25 round. Additionally, the Town has not established a program to determine how tax credits will be awarded to the various businesses that are likely to apply. Lastly, the vacancy rate along Boston Road is under 5%. Due to these factors, MassDevelopment advised the Town that we would not be eligible for this grant. For the FY26 grant round, the requirement for a designated district has been removed, allowing the Town to explore this grant opportunity again.

The Downtown Initiative program has a \$30,000 limit with a focus on placemaking; therefore, the Town was not competitive for this grant. Since we had no project that paralleled the grant, our idea was to use this grant to offer Façade Improvement funds to businesses along Boston Road; however, that is not what the grant is intended for. To be competitive for the FY26 application round, the Town will need to determine its goals for this grant and what it wishes to accomplish with the funds to support staff applications.

For the Real Estate Services Technical Assistance grant, the Town did have a strong application. Staff and the Select Board had conversations about a Highway Business District, specifically examining Technology Park and exploring zoning changes that could encourage economic development. The Planning Director presented a memo to the Board, and the Board voted to approve the application during the June 2nd meeting. An application was subsequently submitted.

There have been other grants mentioned, and conversations had about other grant opportunities offered through the One Stop portal. It is essential to recognize that for grant applications to be eligible and competitive, the Town and Board must work together to identify ongoing projects that will benefit both the Town and the State, making them eligible for grant funds.

Member Favreau stated that the Town missed the June 4th deadline for economic development and infrastructure grants. There was plenty of time to apply for them and we could have come up with projects to correspond to them. Member Favreau gave a list and these were incorporated into the goals a year ago..

Secretary Darris-O'Connor stated that he appreciates the time commitment that the Town employees have made in applying for the grants.

Vice Chair Burrows left the meeting at 7:36 PM.

Mr. Dillon stated that one other item, is that Town Hall will be closed for Juneteenth.

21. Discussion and Possible Vote on Creating a Remote Town Meeting Committee – Requested by Vice Chair Burrows

Member Rosa stated that a scope of work was provided at the last meeting. Member Rosa suggested adding two (2) Town Meeting members appointed by the Moderator. The committee should be 9 total members, the Town Manager, the Town Clerk, the Town Moderator, a Select Board member, a member of the IT Department, a member of the Electronic Voting Committee, a member of BATV and two (2) Town Meeting members appointed by the Moderator.

MOTION - Member Rosa made a motion to create a Remote Town Meeting Committee with 9 total members, the Town Manager, the Town Clerk, the Town Moderator, a Select Board member, a member of the IT Department, a member of the Electronic Voting Committee, a member of BATV and two (2) Town Meeting members appointed by the Moderator. The motion was seconded by Member Favreau and unanimously voted 4-0-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

22. Discussion and Possible Vote on Sending Out an RFP for the Disposition to a Marijuana Establishment for Cultivation – Requested by Vice Chair Burrows

Member Rosa asked if this was reviewed by Town Counsel. Mr. Maynard stated that this was originally sent out in June 2022 and was reviewed by KP Law. The only thing that has changed is the date. Member Rosa asked if it was



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

sent to Brooks and DeRensis. Mr. Maynard replied no. Member Rosa stated that we have the right not to award it if we choose.

MOTION - Secretary Darris-O'Connor made a motion to refer the RFP for a Marijuana Establishment for Cultivation to Town Counsel. The motion was seconded by Member Rosa and unanimously voted 4-0-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

23. Discussion and Possible Vote – Authorizing Approval of Grant Applications: MassWorks Infrastructure Program, Massachusetts Downtown Initiative, Housing Choice Grant Program, Community Planning Grant Program, HousingWorks Infrastructure Program, Site Readiness Program, Transformative Development Initiative Equity Investment Program and MBTA Communities Catalyst Fund – Requested by Member Favreau

Secretary Darris-O'Connor stated that we have no plan or action in place for this discussion. He doesn't want to waste resources. Member Favreau stated that if we vote on this, we will provide the authority to move forward on the next grant cycle. Secretary Darris-O'Connor stated that we don't need to vote to have the Town look at grants.

Mr. Dillon stated that if we have a project, the Town staff looks at funding from all sources including grants.

Member Rosa stated that all grants require us to authorize them, so the Town can choose which ones they want. If they choose not to, so be it but we have authorized them to if they find available grants.

MOTION - Member Rosa made a motion to authorize the Town to apply for MassWorks Infrastructure Program grants. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Member Rosa made a motion to authorize the Town to apply for Massachusetts Downtown Initiative grants. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Member Rosa made a motion to authorize the Town to apply for Housing Choice Grant program grants. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Member Rosa made a motion to authorize the Town to apply for Community Planning Grant Program grants. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Member Rosa made a motion to authorize the Town to apply for Housing Works Infrastructure Program grants. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Member Rosa made a motion to authorize the Town to apply for the Site Readiness Program grants. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Member Rosa made a motion to authorize the Town to apply for Transformative Development Initiative Equipment Investment Program grants. The motion was seconded by Member Favreau and voted 3-1-0. Secretary



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Member Rosa made a motion to authorize the Town to apply for MBTA Communities Catalyst Fund. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted against. On a roll call vote: Secretary Darris-O'Connor voted No, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

24. Update on Applications Received for Town Owned Farmland RFP – Requested by Member Favreau

Member Favreau stated that we authorized the RFP to go out earlier this year but we never had an update. In talking with the Town Manager there were two applications but we only saw one.

Mr. Dillon stated that from what he understood, the RFP was put out but there was a question about access and water. The RFP was never awarded.

Mr. Maynard stated that the RFP was sent out in January. There was one applicant but since we didn't have answers on the water and access to the site, we did not move forward. We can move forward with the one applicant or we can try to get the access and water issue resolved and send it out again.

Member Favreau stated that Mr. Griggs wants to farm the land, so we should send it back out. The original lease expired in 2008 but he continued to farm the land past the expiration.

Member Rosa stated that he agrees it should be sent back out but wants to make sure there are minimum standards like liability insurance. This should also be sent to Town Counsel for review.

MOTION - Member Favreau made a motion to send out the RFP for Town Owned land once it is reviewed by Town Counsel. The motion was seconded by Member Rosa and unanimously voted 4-0-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

New Business

25. Discussion and Possible Vote – Safety Upgrades to Town Hall Offices Including Barriers, Gates and Signs – Requested by Vice Chair Burrows

Chair Pavidis stated that since Vice Chair Burrows dropped off, this will be discussed at the next meeting.

MOTION - Member Favreau made a motion to table this item until next meeting. The motion was withdrawn.

Member Rosa stated that if we table it, it would take a 2/3 vote to remove it from the table, this should just be continued until the next meeting. Member Favreau withdrew her motion.

26. Discussion and Possible Vote to Make All Questions and Legal Opinions Related to the Reorganization of the Select Board Public, Pursuant to the Town Charter Requirement Section 7-11 Titled Opinions of Town Counsel – Requested by Member Rosa

Member Rosa stated that he would like to have all legal opinions related to the reorganization of the Board released.

Secretary Darris-O'Connor stated that a motion is not needed, all the documents would be available with a public records request without a legal review.

MOTION - Member Rosa made a motion for the Board to release and make public all questions and legal opinions related to the Select Board reorganization that was disseminated to the majority of the Board or more pursuant to Section 7-11 of the Town Charter. The motion was seconded by Member Favreau and voted 3-1-0. Secretary Darris-O'Connor voted no.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

Approval of Meeting Minutes

Secretary Darris-O'Connor stated that roll call votes are no longer required since Vice Chair Burrows dropped off the meeting.

27. February 24, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of February 24, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

28. March 3, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of March 3, 2025 as presented. The motion was seconded by Vice Chair Burrows and unanimously voted 4-0-0.

29. March 17, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of March 17, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

30. May 08, 2025 Special Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of May 08, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

31. May 20, 2025 Special Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of May 20, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

32. May 23, 2025 Special Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of May 23, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

33. May 29, 2025 Special Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of May 29, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Meeting Schedule

June 26, 2025 (Special Meeting), July 14, 2025 and August 11, 2025

Executive Session

34. Executive Session Pursuant to G.L. c. 30A, § 21(a) (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Town Counsel

Secretary Darris-O'Connor stated that we are going into Executive Session and will only return to adjourn the meeting.

MOTION - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L. c. 30A, § 21(a) (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Town Counsel. The motion was seconded by Member Rosa and unanimously voted 4-0-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, and Chair Pavidis voted Aye.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

MOTION - Member Rosa made a motion to adjourn the regular meeting of June 16, 2025 at 9:03 PM. The motion was seconded by Member Favreau and unanimously voted 4-0-0.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*

Please note, the entire video of this meeting can be found at: <https://www.batvinc.org/vodchannels.html>



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

Exhibits for the Select Board Meeting – June 16, 2025

Call to order 6:00 PM

1. **Open Microphone – No Exhibits**

Announcements

2. **Vacancies on Boards and Committees – Vacancy List dated 06/11/25**
3. **All other announcements may be viewed on the Town of Billerica website – No Exhibits**

Proclamation and Public Recognition

4. **Christina Byron – Thank you letter dated 06/16/25**
5. **Agenda Item Removed**
6. **Dutile Elementary School Students – Brochures on Stream Buffer Zones**

Public Hearings

7. **Public Hearing – National Grid and Verizon - #31133775 –National Grid to relocate (1) JO Pole on Strand Street beginning at a point ~10’ southerly from existing Pole #1 per customer request to make room for a new driveway – NG Application dated 4/18/25, DPW Comments dated 06/11/25, Electrical Inspector Comments dated 06/10/25, PD Comments dated 06/05/25, Abutters Notice dated 06/06/25, Public Hearing Notice**
8. **Public Hearing – National Grid and Verizon - #31141166 – National Grid to install (1) JO Pole (28-84) on Shawsheen Road beginning at a point ~35’ easterly from existing Pole 28 with anchor across the street from Poll 28 after tree guide is removed in front of 58 Shawsheen Road - NG Application dated 4/18/25, DPW Comments dated 06/11/25, Contractor Acknowledgement Form dated 06/12/25, Electrical Inspector Comments dated 06/10/25, PD Comments dated 06/05/25, Abutters Notice dated 06/06/25, Public Hearing Notice**

New Business (Quick Items)

9. **Approve and Adopt the Order of Taking for Street Acceptance Roads Authorized at the 2025 Spring Town Meeting – Requested by Kelley Conway, Town Engineer – Memo from K. Conway dated 06/16/25**
10. **Discussion and Possible Vote to Approve the Traffic Control Agreement for the Yankee Doodle Bike Path and Authorize the Acting Town Manager to Sign – Requested by Kelley Conway, Town Engineer – Memo from K. Conway dated 06/16/25**
11. **Discussion and Possible Vote to Join Massachusetts Water/Wastewater Agency Response Network (MAWARN) – Requested by Todd Melanson, Water Superintendent – Brochure undated, MAWWARN Summary Undated, MAWARN SOP dated March 2020, Mutual Aid Agreement dated 09/10/25**
12. **Discussion and Possible Vote on Gift Acceptance: Summary undated**
 - a. **Billerica Public Library**
 - ii. **9 Gift Certificate for Free Bowling (Estimated Value) ~\$90**
 - iii. **5 Passes for Kimball’s Farm (Estimated Value) ~\$60**
 - iv. **Free Escape Room Game (Estimated Value) ~\$40**
 - v. **2 Bags of Toll House Morsels (Estimated Value) ~\$16**
 - b. **Veterans Services**
 - vi. **15 Cannon’s Professional Lacrosse Seats (Estimated Value) ~\$550**
 - vii. **500 Long Stem Roses for Memorial Day (Estimated Value) ~\$500**
 - viii. **\$50 Donation**
 - c. **Council on Aging (COA)**
 - ix. **Crafting Supplies (Estimated Value) ~\$3,000**
13. **Request Permission to Use Town Property (Town Common, COA & Library Parking Lots) for the 250th Committee to Host a BBQ, Concert on the Common and Bike and Motorcycle Safety on Thursday, July 3, 2025 from 5:00 PM to 9:00 PM and Request (4) 18” x 24” Signs in the Common from June 17, 2025 to July 3, 2025 – Flyer undated**

Appointments



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 16, 2025**

- 14. Open Space and Recreation Commission – Commission On Disabilities - Chris Clark (Expires 06/30/2027) – Application dated 04/15/25**
- 15. Historic Districts Commission –Regular Member – Kathy Meagher (Expires 06/30/2028) – Application dated 05/28/25**

Presentation

Committee Reports

Old Business

- 16. Water and Sewer Rates Presentation – 2nd Reading – Waterworth Presentation undated, Memo from C. Dillon dated 06/16/25**
- 17. Gift Acceptance Policy – Section 46 – 2nd Reading – Requested by Member Rosa – Updated Policy and Redlined from Town Counsel undated**
- 18. Discussion of Calendar Year 2025 Goals – Calendar Year Goals undated, Updated Goals from M. Rosa undated, Updated Goals from D. Favreau undated, Updated Goals from J. Pavidis dated 06/16/25**
- 19. Agenda Item Removed**
- 20. Town Manager's Update – Dated 06/13/25**
- 21. Discussion and Possible Vote on Creating a Remote Town Meeting Committee – Requested by Vice Chair Burrows – Policy undated**
- 22. Discussion and Possible Vote on Sending Out an RFP for the Disposition to a Marijuana Establishment for Cultivation – Requested by Vice Chair Burrows – Updated RFP undated**
- 23. Discussion and Possible Vote – Authorizing Approval of Grant Applications: MassWorks Infrastructure Program, Massachusetts Downtown Initiative, Housing Choice Grant Program, Community Planning Grant Program, HousingWorks Infrastructure Program, Site Readiness Program, Transformative Development Initiative Equity Investment Program and MBTA Communities Catalyst Fund – Requested by Member Favreau – No Exhibits**
- 24. Update on Applications Received for Town Owned Farmland RFP – Requested by Member Favreau – Updated RFR undated, Central Register undated, Previous RFP received dated 03/14/25, Resume from A. Bagul undated**

New Business

- 25. Discussion and Possible Vote – Safety Upgrades to Town Hall Offices Including Barriers, Gates and Signs – Requested by Vice Chair Burrows – Email from R. Sallese dated 06/10/25**
- 26. Discussion and Possible Vote to Make All Questions and Legal Opinions Related to the Reorganization of the Select Board Public, Pursuant to the Town Charter Requirement Section 7-11 Titled Opinions of Town Counsel – Requested by Member Rosa– No Exhibits**

Approval of Meeting Minutes

- 27. February 24, 2025 Regular Meeting - Minutes**
- 28. March 3, 2025 Regular Meeting- Minutes**
- 29. March 17, 2025 Regular Meeting- Minutes**
- 30. May 8, 2025 Special Meeting- Minutes**
- 31. May 20, 2025 Special Meeting- Minutes**
- 32. May 23, 2025 Special Meeting- Minutes**
- 33. May 29, 2025 Special Meeting- Minutes**

Meeting Schedule

June 26, 2025 (Special Meeting), July 14, 2025 and August 11, 2025

Executive Session

- 34. Executive Session Pursuant to G.L. c. 30A, § 21(a) (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Town Counsel – See Executive Session Minutes**

Approved On: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 26, 2025**

Members Present: Chair Jillian Pavidis, Vice Chair John Burrows (Remote), Secretary Daniel Darris-O'Connor, Member Michael Rosa, and Member Dina Favreau

Members Absent: None

Staff Present: Acting Town Manager Christopher Dillon, Assistant Town Manager Robert Maynard, Fred Russell, Todd Melanson, Kelley Conway and Amit Chhayani

Call to Order 1:30 PM

Chair Pavidis called the meeting to order at 1:30 PM.

The Pledge of Allegiance was recited.

On a roll call attendance: Vice Chair Burrows was on Zoom but did not respond, Secretary Darris-O'Connor was present, Member Rosa was present, Member Favreau was present and Chair Pavidis was present.

1. Open Microphone

Diane Saunders – Ms. Saunders stated that in the Riverdale section they are replacing the pipe on Marsh Brook with an 8" pipe but they are not replacing the 2" on Riverdale. Mr. Melanson stated that is a 6" pipe. Member Rosa stated that he spoke with Ms. Saunders' dad and he wants to move his water pipe from the right side to left side. He relayed all the information to Mr. Russell. Ms. Saunders stated that you spoke about replacing 2" lines but you don't know what you are doing with sewer contract 37.

New Business

2. Discussion and Possible Vote – Water Line Infrastructure, Fee Schedule and Any Other Discussion Points on the Water Distribution Operation

Chair Pavidis thanked everyone for being flexible with this special meeting.

Member Rosa asked for this meeting based on a previous meeting in February. One of the issues we talked about was water infrastructure including replacing the 2" water mains and lining the pipes. The 2" water pipes are a priority for fire suppression and safety. On June 9th a meeting was held and we talked about the 2" water mains being replaced over a 3-year period. Accelerating it to a one-year project was not feasible so we talked about making it a 2-year project. There is currently a plan of \$3 million a year to replace the 2" water mains. The cost to replace all the 2" water main is \$8,914,950. If we allocate an additional \$3 million we can accelerate the schedule from 3 years to 2 years. That would cover the shortage of \$2, 914,950. If we fund over 2 years from surplus overlay and free cash we won't impact taxes or water rates. This will help our fire insurance rating, which helps every resident with their homeowner's insurance.

Mr. Dillon stated that when we met on June 9th we talked about funding. Our Assessor is at a conference so we don't have the surplus overlay number and people can still file abatements. We have received 62 abatements to date, which is higher than normal so we need to get a better understanding before we spend the surplus overlay.

Member Rosa stated that we should have some available funds regardless of abatements filed because the money carries over. Member Rosa stated that the former Town Manager was going to allocate \$2 million of free cash for the Town Center. This is an opportunity to set a direction.

Chair Pavidis asked if there are other projects also requesting to use the surplus overlay. Mr. Maynard stated that we just took money from surplus overlay in the spring to pay legal bills and the year before we took money out to pay the death benefit to Ian Taylor's family.

Mr. Russell stated that we will take the money that is given to us, but this is a one-time expense and this will not affect raising water and sewer rates.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 26, 2025**

Member Favreau stated that according to FY26 budget recap, we have \$745,000 in there. Mr. Dillon replied that they are filing for this past year. There are some cases that take multiple years in court.

Mr. Chhayani stated that we budget a certain amount, usually \$2.7 million. As abatements come in, that number gets reduced. Normally abatements average \$1.4 million to \$1.8 million but there have been cases of large amounts such as \$3 million. The budget rolls over each year because of these big cases that come in. It also includes funding the senior and veteran abatements.

Member Rosa stated that is the surplus overlay. The Assessor has about \$6 million in the account to deal with abatement. Mr. Chhayani stated that there are not two separate accounts. Mr. Chhayani stated that the surplus used to be kept by year, but now it's all in one account. If there is funding left, the Board of Assessors will vote to release surplus to the budget.

Member Favreau how much is in free cash? Mr. Chhayani we don't have this fiscal year but usually about \$5 million.

Mr. Russell and Mr. Melanson gave a presentation with CIP priorities which are: replace 2-inch water mains, cleaning and lining of existing water mains, replace water mains with frequent breaks, replace asbestos cement water mains. Mr. Melanson stated that we are also looking at painting and lining the two water storage tanks. Member Rosa stated that he gave information to both the DPW and Mr. Main about AT&T paying for the painting of the Crosby Hill water tank. Mr. Russell stated that we looked at this and we reached out to Town Counsel and their opinion is the statute of limitation has expired and we didn't have a good legal ground to stand on. Member Rosa stated that the ZBA conditions don't expire, they are in perpetuity and we should look at this further. Mr. Russell stated that he will forward their response. Mr. Russell also presented their fee schedule. They may be looking to raise their fees in the future and they also must find a second water source. Mr. Russell stated that we gave you a 10-year look at projects. We are looking at where we can cut costs.

Chair Pavidis stated that if we use the surplus overlay, we are just looking to increase the timeline of the project. Mr. Russell replied yes. Member Rosa stated that the acceleration of the program is not coming from taxes or water rates.

Secretary Darris-O'Connor there were a lot of ideas received today and we shouldn't vote until we know what our free cash and overlay surplus amount is. We should vote on the rates and we should have voted on them last meeting. The rates fund the improvements. The people that use the water should pay for the water.

Member Favreau stated that she disagrees with not voting on this today. We allocated \$1 million from ARPA funds for the 2-inch water replacement since it was a priority. She had to call the DPW today because her family had no water because it was running through a bypass. We need to get this project completed as soon as possible.

Chair Pavidis stated that we are voting on the rates at the next meeting. If we don't vote on this, will that affect the rates. Member Rosa stated that these are completely separate. This is to accelerate this project. We typically have \$5 million in free cash. There will be some amount of surplus overlay. This is a safety issue. We have a comprehensive plan for this project.

MOTION - Member Rosa made a motion to commit \$3 million from a combination of overlay surplus and free cash over the next two years to accelerate the 2" water main replacement. The motion was seconded by Member Favreau. The following discussion occurred prior to the vote. After the discussion, the vote was 3-2-0. On a roll call vote: Vice Chair Burrows voted No, Member Favreau voted Aye, Member Rosa voted Aye, Secretary Darris-O'Connor voted No, and Chair Pavidis voted Aye.

Vice Chair Burrows asked how long have the 2" water lines been in the ground. Mr. Russell replied probably since the 1930s. It's not like this has happened over the last five years and we didn't know about it. Free cash is taxpayers' money. If we talk about priorities, this could be added to the goals and then the Town Manager can use it in the best possible way for the taxpayers. It should be left as a goal and let the Town Manager manage it with the department heads.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 26, 2025**

Member Favreau stated that contradicts what we set last year. We voted the replacement of the 2-inch water main replacement as the highest priority. The biggest complaints we receive are brown water and water break. If we can get this finished, then we can focus on roads.

Mr. Dillon stated that the abatement filing period is still open, if we wait a little bit longer, we will see where those come in and it will still be enough time before fall Town Meeting. Member Rosa it doesn't matter about the overlay surplus funds, it's a combination of this overlay account and free cash.

Chair Pavidis if we have an increase in abatements, then what. Member Rosa stated that you could take it all from free cash. Free cash is used for one-time expenses. Chair Pavidis asked what happens if we have other items that need free cash. Member Rosa we would have \$3.5 million. Chair Pavidis asked if we didn't vote on this tonight, would that delay your work. Mr. Russell replied no.

Secretary Darris-O'Connor stated that we will have multiple items coming up for the fall that will ask for free cash to be used. It's responsible to wait a few meetings. We can set it as a priority and discuss it before the fall Town Meeting. There is no urgency.

Meeting Schedule

July 14, 2025 and August 11, 2025

MOTION - Member Rosa made a motion to adjourn the special meeting of June 26, 2025 at 2:20 PM. The motion was seconded by Member Favreau and unanimously voted 4-0-0. On a roll call vote: Member Favreau voted Aye, Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows was not available for voting, and Chair Pavidis voted Aye.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*

Please note, the entire video of this meeting can be found at: <https://www.batvinc.org/vodchannels.html>

Exhibits for the Select Board Meeting – June 26, 2025

Call to order 6:00 PM

1. **Open Microphone – No Exhibits**

New Business

2. **Discussion and Possible Vote – Water Line Infrastructure, Fee Schedule and Any Other Discussion Points on the Water Distribution Operation – Water Info from 02-11-25 Capital Meeting**

Meeting Schedule

July 14, 2025 and August 11, 2025

Approved On: _____