



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

**Members Present:** Chair John Burrows, Vice Chair Dina Favreau, Secretary Michael Rosa, Member Kimberly Conway (Remote and Late Arrival) and Member Michael Riley

**Members Absent:** None

**Staff Present:** Town Manager Clancy Main, Administrative Director Robert Maynard and Recording Secretary Dawn McDowell

**Call to Order 6:00 PM**

The Pledge of Allegiance was recited.

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

**1. Open Microphone**

Daniel Darris O'Connor of 14 Forest Park Ave – Mr. Darris-O'Connor stated that he is running for Select Board and has been involved with voters rights. He asked that the Board reconsider the opt out vote. He is also concerned with the number of secret Executive Session meetings.

Andrew Jennings of 29 Talbot Ave – Mr. Jennings stated that he wants to talk about the letter regarding the Talbot Dam. This letter lacks the historic value of the dam. The Middlesex Canal is a historic treasure including the pond behind the dam. He hopes that the Board can revise the January 6<sup>th</sup> letter to include historic reference.

Carol Reardon of 18 Pinedale Ave – Ms. Reardon stated the definition of a para legal is someone who works with lawyers. Some candidates are disparaging a Select Board member on social media. She would support mail in voting. She supports the creation of an agricultural committee. The Police have to stop using mistruths about her family as bullies. All appointed committee members should be looked at. The Police need to have ethics training.

**Announcements**

**2. Vacancies on Boards and Committees**

Secretary Rosa read the vacancy list.

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

**New Business (Quick Items)**

**4. Right of First Refusal – 159 Allen Road, Unit #22**

Secretary Rosa stated that Mr. Correnti has issued a letter, the Housing Authority does not want this unit.

Member Riley asked if we are in a position to purchase the unit. Secretary Rosa stated that the Housing Authority would do it but they don't want it.

Vice Chair Favreau asked why would the Housing Authority not want it. There is an email from Marlies Henderson regarding the Affordable Housing Trust and why they are not involved. Secretary Rosa stated that the Housing Trust Committee is not activated until the Housing Authority decides to purchase a property. Vice Chair Favreau asked how much is in the trust. Mr. Main replied that he can get back to you with the information.

Chair Burrows stated that we should look at purchasing this unit. Mr. Main stated that he will get back to the Board with the process. This should be continued until the next meeting.

Member Conway joined the meeting at 6:17 PM. Chair Burrows stated that a roll call attendance will be taken. Member Conway was Present, Secretary Rosa was Present, Vice Chair Favreau was Present, Member Riley was Present and Chair Burrows was Present.



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

**5. Discussion and Possible Vote on Expanding the 250<sup>th</sup> Committee to 11 Members**

**MOTION** - Secretary Rosa made a motion to expand the 250<sup>th</sup> Committee from 6 residents members to 8 members for a total of 11 voting members. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**6. Discussion and Possible Vote on the Creation of Billerica Agricultural Commission – Requested by Vice Chair Favreau**

Vice Chair Favreau stated that at the last meeting, this framework was in response to the Griggs issue last week. First, she just wants to correct the record where Selectwoman Conway state that she was to blame for creating the controversy that occurred in 2022 by doing a crowdsource fundraiser for Griggs Farm. The fact is that the GoFundMe was created after the town used public resources to put Mr. Griggs personal information out to the public and Selectwoman Conway issued her own statement on the matter on her own social media platform. Furthermore, Mr. Riley is noted in the September 2022 meeting minutes thanking me for the research she provided to the board then, so she takes exception to anyone trying to change the narrative now. That said, the more research that was done on this matter, the more she realized that our farming community has been underrepresented for a very long time here in Billerica. For example, the state passed the Right to Farm Act in 1990, but the town never adopted the law. Since farming is a part of our history, this was a very big, missed opportunity to provide the structure and framework to ensure that the town is providing the level of resources needed to keep what’s left of our remaining farmlands thriving. Creating the Billerica Agricultural Commission is the step in the right direction that we need in getting the proper oversight, resources and representation for our farming community in place and moving toward adopting the Right to Farm for the town of Billerica to ensure we are compliant with all of the farming laws of the state.

Member Conway stated that to correct the record, Mr. Griggs has not paid taxes since 2017. This is a good idea to create a commission but it should go through Town Counsel. Vice Chair Favreau stated that we didn’t send the 250<sup>th</sup> to Town Counsel. Member Conway stated that this is an influential committee.

Member Riley agrees with Member Conway. He thinks this is a good idea. He is very concerned with this before the bylaw is in place and we should get an opinion from Town Counsel. There are two stories and we need to get this figured out.

Secretary Rosa stated that the committee is a good idea, This is a committee and is not specific to the Griggs property. This would cover all farming in Billerica. It is an advisory commission.

Chair Burrows stated that he would agree to this. It has a purpose and scope.

Adrienne Card from Dudley Road – Ms. Card stated that she has been a farmer since the 1970s. We need to keep separate the Agricultural Commission and the Right to Farm. To transfer a farm in Massachusetts is very difficult so we need a strong Agricultural Commission.

Vice Chair Favreau stated that this commission and the Right to Farm bylaw are two separate things. The Select Board would create this commission and Town Meeting would vote on the bylaw.

Bill Griggs – Mr. Griggs stated that you have to figure out what is going to be planted on the Town property. He supports the Agricultural Commission.

John Larsen – Mr. Larsen stated that he agrees with the purpose and education is important. He agrees with the Agricultural Commission.

Mary Leach of 7 Williams Road – Ms. Leech stated that Billerica has a rich history of working farms and she is here tonight to support the creation of the Agricultural Commission.

Secretary Rosa asked if it will be a staggard 3-year term. Vice Chair Favreau stated that it will follow the Charter.



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

Member Riley asked if this was reviewed by legal counsel. He will support it but we should get a legal recommendation. Vice Chair Favreau stated that it was derived from the Massachusetts Farm and Agriculture.

Member Conway stated that she appreciates Ms. Cards' comments but she is not sure why we would not get Town Counsel review and approval. There are strong words like mediation and negotiation that should have a legal review. We meet in two weeks so she is not sure why there is such a rush to push this through.

Secretary Rosa stated that this is an advisory commission.

**MOTION** - Secretary Rosa made a motion that the Select Board create a Billerica Agricultural Commission consisting of 5 regular members and 2 alternate members for 3-year staggered appointments who shall be substantially engaged in either the pursuit of agricultural or supporters of agricultural and shall either be a resident of Billerica or farmers of agricultural or forestry within the Town based on the mission statement, purpose and responsibilities presented. The motion was seconded by Vice Chair Favreau and voted 3-2-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted No, Vice Chair Favreau voted Aye, Member Riley voted No and Chair Burrows voted Aye.

**7. Request that the Select Board Sign a Termination of Period of Enforceability of Restriction for 298 River Street – Requested by Attorney Medeiros**

Attorney George Medeiros appeared for this item. There is a restriction on 298 River Street. The use restriction was signed over 30 years ago and the Town did not extend its right so the restriction expires. This was reviewed by Town Counsel and there is a clear title.

Vice Chair Favreau thanked Attorney Medeiros for the additional time to review this.

**MOTION** - Secretary Rosa made a motion that the Select Board execute the Termination of Period of Enforceability of Restriction for 298 River Street as presented. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**New Business (Quick Items)**

**8. 250<sup>th</sup> Committee**

**MOTION** - Secretary Rosa made a motion to appoint Christopher Sennott to the 250<sup>th</sup> Committee. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**MOTION** - Secretary Rosa made a motion to appoint John LaFauci to the 250<sup>th</sup> Committee. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**MOTION** - Secretary Rosa made a motion to appoint Thomas Tringale to the 250<sup>th</sup> Committee. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**9. Commission on Disabilities**

Secretary Rosa stated that there are two applicants and one opening. The first applicant is Daniel Morgan.

Mr. Morgan joined the meeting. Mr. Morgan stated that its hard to get funding for disabilities and lack of sociability so he would like to join the committee to help with that. He has a social disability.

Member Riley asked if you could use your passion for other disabilities. Mr. Morgan stated that he does not know about physical disabilities.



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

Member Conway stated that she loves his passion and you can bring a unique experience. How would you bring your knowledge to the committee. Mr. Morgan stated that he can condense information he has and if he doesn't know something, that doesn't mean he doesn't have value. Member Conway stated that this committee would focus on the Town side of things because she is not sure how influential it would be on the school side.

Secretary Rosa stated that he loves his passion and thanked him for applying.

Vice Chair Favreau thanked him for applying and sharing his story. She has a very similar story with her own sons and she is working on researching apps like Wellhub to get the information out there to help people. This should be done by end of February.

Chair Burrows also thanked Mr. Morgan and he has a son who is on the spectrum for autism.

The second applicant is Jaqueline Hubbard. Ms. Hubbard stated that she is an attorney and has been involved with the National Alliance on Mental Illness, and disability law.

Vice Chair Favreau appreciates you applying to help serve this committee.

Member Riley stated that he is impressed by the extensive knowledge and professional experience.

Member Conway stated that this is a unique problem where we have two qualified candidate and only one open spot. She is leaning toward Ms. Hubbard due to her experience but hopes that Mr. Morgan stays involved.

Secretary Rosa stated that he was very impressed with her resume and thinks she can be a huge benefit to the commission.

**MOTION** - Secretary Rosa made a motion to appoint Daniel Morgan to the Commission on Disabilities. The motion was seconded by Vice Chair Favreau and voted 3-2-0. On a roll call vote: Secretary Rosa voted No, Member Conway voted No, Vice Chair Favreau voted No, Member Riley voted Aye and Chair Burrows voted Aye.

**MOTION** - Secretary Rosa made a motion to appoint Jacqueline Hubbard to the Commission on Disabilities. The motion was seconded by Vice Chair Favreau and voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

#### **10. Scholarship Committee**

**MOTION** - Secretary Rosa made a motion to appoint James Spinale to the Scholarship Committee. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

#### **Committee Reports**

#### **11. Open Space and Recreation Plan Approval – Requested by Secretary Rosa**

Secretary Rosa stated that the State has approved the Open Space and Recreation Plan. Mr. Main stated that we applied for the Mass Trail Grant over the weekend and this was a very helpful document.

#### **Old Business**

#### **12. Town Managers Updates**

Mr. Main stated that the bids for the Town owned land at Griggs Farm are due in March.

- **DPW Project**

Mr. Main stated that the DPW project is continuing to move forward. Blasting is ongoing, the retaining wall is making progress and wetland plantings have been completed. The filling and compaction process to bring the property up to grade.



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

- **Procurement Training**

Mr. Main stated that Town staff will be undergoing procurement training on Monday.

Member Conway stated that it is so important to provide training and this is great with the procurement and ice training.

- **Ice Training**

Mr. Main stated that the Fire Department completed ice training on Wednesday and Friday.

Secretary Rosa stated that is great that the Fire Department does this training. We have a great group of employees.

- **Town Meeting Database**

Mr. Main stated the Town is in the process of creating a searchable Town Meeting article database.

Member Conway stated that it will be a great asset with the searchable Town Meeting database.

Secretary Rosa stated that this is a great idea and he understands it is not an easy task.

- **Boston Road North**

Mr. Main stated that the State will be working on the Howe School side of the roadway for the next 9-10 months. This will include sidewalks, lighting, curbing, etc.

Member Riley stated that the Boston Road is a pain and there should be a bi-weekly update for travelers and homeowners. Mr. Main stated that if there is a specific issue, please let him know. The poles are being done on the Town Hall side but the road work is being done on the Howe side.

- **Budget**

Mr. Main stated the current requests being considered are additional fire staff, additional hours for Community Services Coordinator in the Board of Health, additional IT support and water/sewer billing support. Future request to be considered is additional facilities staff, additional recreation staff and additional IT staff.

- **Warrant Articles**

Mr. Main stated the warrant articles are due on March 17<sup>th</sup>.

- **Affordable Housing RFP - Wildcrest**

Mr. Main stated that he has a draft RFP but he needs to dig a little deeper into some of the issues in that area. That article and a few others have fallen through the cracks and he needs to do some work on them.

Vice Chair Favreau asked what type of housing is this RFP requesting. Mr. Main replied that it will be 10 lots at 50% affordability.

Member Riley stated that for this project its one for one. We would get five affordable units. In 2023, there were some problems down there and there could be a solution with no cost to the town.

- **Grants**

Mr. Main stated that One Stop grants are currently open to apply to. He will be meeting with the staff to put together a game plan on how to allocate time and resources to apply. A Mass Trails grant and a Historic Preservation Grant have also been submitted. At this time, Town staff has received about \$2 million in grants.

Vice Chair Favreau asked if the new social worker position would be cut. Mr. Main replied that is a question at the State level to see if this grant is going to be continued. This grant is \$85,000 a year and involves several towns. Vice Chair Favreau stated that perhaps we could use the opioid abatement money to cover this position if the grant goes away. Mr. Main stated that is a good idea and he will look into this.



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

Member Conway asked how many grants were received last year. Mr. Main stated that he would have to check and get back to you. Staff is doing a great job.

Secretary Rosa stated that this is huge and he thanked everyone involved. These grants are about a savings of about \$100/household to the residents for the \$2 million the Town has received.

- **250<sup>th</sup> Committee**

Mr. Main stated the 250<sup>th</sup> Committee meeting is taking place February 6<sup>th</sup>. He will be in attendance to see what can be done to help out.

Member Conway thanked Mr. Main for going to the 250<sup>th</sup> Committee to guide them.

### **13. Select Board Members Update**

Member Conway had no report.

Member Riley had no report.

Vice Chair Favreau read the memo that was provided by the Board. The following is a summary of the Committee Projects and Responsibilities: **NMCOG:** Providing policy direction for the Technical Assistance for Housing Production Plan, Master Plan, Site Plan Review Policies, ADU Bylaw, Regional Housing Services Office, Vision Zero Plan, At Home in Greater Lowell Initiative, and Advancing Infrastructure Improvement Programs for Rte. 129 Corridor. **BSAP:** Launching the Peer Recovery Support Center Model, Launching the Well Hub App to connect residents to end point services for Mental Health and Substance Use Resources, and conducting a series of Prevention Presentation Plays at the Marshall Middle School, Locke Middle School, Billerica Memorial High School and SVTHS. **Commission on Disability:** Providing directions and recommendations on how to resolve ADA compliance issues in identified trouble areas across town, submitted request for a Needs Assessment, assistance with establishing a social media page and presence and submitted ADA Parking compliance issues raised for the COA and Library.

**Independent Projects Outside of Committee Work:** Connecting residents to comprehensive resources through ongoing constituent services to help resolve issues and/or complaints; Authored multiple policies to improve local government accessibility, transparency and overall function; Authored multiple By-Laws to present at Spring Town Meeting in May; Authored 250<sup>th</sup> Committee Mission Statement, Scope, Purpose and Vision to ensure the successful planning of the 250<sup>th</sup> Celebration(s); Authored the structure and make up of establishing an Agricultural Commission for the Town; Engaged in extensive due diligence on all matters that are included in our meeting materials to ensure informed decisions are being made.

Secretary Rosa stated that he has met with Attorney Lentine multiple times regarding the Kent Fund and trying to reconstitute the Board. He has been involved with the Scholarship Committee including Trivia Night that is happening this month. He chairs the Open Space Recreation Plan Committee which produced a complete plan and town wide map. He has presented a warrant article for the PACT ACT for veterans benefits and has drafted a policy for a land bank account and provided a constituent report.

Chair Burrows stated that he is working on incentivizes employees for grants.

### **14. Select Board Appoints to the Legislative Task Force Committee (2 Appointments)**

Chair Burrows stated that he is appointing himself and Vice Chair Favreau.

### **15. Clarification Action on Vote Taken on January 27, 2025 to Opt Out of Early Vote by Mail**

Chair Burrows provided a memo clarifying the motion we took on January 27<sup>th</sup>. The Select Board voted to “**opt out of Early Mail Voting.**” Following this decision, several residents inquired whether the vote would apply to all future elections. To clarify, we consulted Town Counsel, whose response is as follows:



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

Based on the facts provided, the current vote does not establish a permanent opt-out for all future local elections. To ensure clarity and compliance, we recommend the following revised motion for the Select Board's vote: *"Moved, that the Select Board hereby opts out of the provisions of M.G.L. c.54, §25B(a)(1) for the municipal election to be held on April 5, 2025."*

Additionally, a question arose regarding whether a **public hearing** was required before taking this vote, rather than just listing it as an agenda item. Town Counsel advised:

The Select Board's meeting on January 27th did not constitute a "public hearing" as defined in M.G.L. c.54, §25B(a)(1). A valid public hearing requires public notice and an opportunity for residents to speak before the Select Board votes. Notice must be published in a newspaper of general circulation at least **seven days prior** to the hearing. Additionally, M.G.L. c.54, §25B(a)(1) mandates that the Select Board's vote must occur **at least 45 days before** the municipal election and be recorded in the meeting minutes.

To ensure compliance with these requirements, the Select Board will hold a **public hearing on February 10, 2025, at 6:00 PM**. Residents will have the opportunity to speak, after which the Board will render a final vote.

Secretary Rosa stated that the Town Clerk said the cost was \$5,000 not \$2,600 and there was a 50% response.

Vice Chair Favreau stated that the recommendation from the Board of Registrars was not done at a formal meeting, so what we voted on was based on an invalid recommendation. If we opt out, it is voter suppression. We should put out a Code Red. The Board of Registrars is now meeting this week.

**New Business**

**16. Submittal of Capital Improvement Plan**

Mr. Main provided the Capital Improvement Plan, which is required 30 days prior to the submission of the budget. This plan gives a 5 and 10 year plan. The 5-year plan is like the day to day things that are happening now and the 10 year plan is all things that the Select Board has discussed over the past year and during prior years. We need to set the priorities for the Town. He would like to thank all the department heads who helped with this plan. This plan is provided tonight and we will discuss it at a special meeting.

**17. MassDOT Materials Procurement Program – Requested by Town Engineering Kelley Conway**

Mr. Main stated that this is a grant program, if we opt in, we will identify 2-way intersections that are dangerous and would benefit from upgrading to an all way stop. There are three intersections proposed by the Town Engineer but he would like to move forward with Nashua Road and Rangeway Road and Lowell Street and Talbot Avenue.

Secretary Rosa stated that we should absolutely move forward with this to get the study done. Secretary Rosa asked if we could get the design of Concord Road and Kenmar Drive done for a 2-way option. Mr. Main replied no, we would use a Mass Grant for that.

The Board members all agreed to support this submittal.

**MOTION** - Secretary Rosa made a motion that the Select Board as Road Commissioners, request that the Town Manager move forward with the MassDOT Materials Procurement Program for Nashua Road and Rangeway Road and Lowell Street and Talbot Avenue intersection. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**18. Discussion and Possible Vote on Gift Acceptance – Gift Cards for the Council of Aging (COA)**

Mr. Main stated that this gift acceptance form is for \$180 in gift cards that the COA received.

Member Conway asked what these will be used for. Mr. Main replied that they can be accepted for program events but not to be given out.



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

**MOTION** - Secretary Rosa Made a motion to accept the \$180 in gift cards for the COA for programming and events. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**17. October 21, 2024 Regular Session**

**MOTION** - Secretary Rosa made a motion to approve the Select Board meeting minutes of October 21, 2024 Regular Session as submitted. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**18. October 28, 2024 Special Session**

Secretary Rosa said this will be addressed at the next meeting.

**20. January 15, 2025 Regular Session**

**MOTION** - Secretary Rosa made a motion to approve the Select Board meeting minutes of January 5, 2025 Regular Session as submitted. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye and Chair Burrows voted Aye.

**Meeting Schedule**

February 24, 2025 and March 3, 2025

**Executive Session**

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

**MOTION** - Secretary Rosa made a motion to go into Executive Session to G.L. c. 30A, § 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Community Care Collective at 7:55 PM. The motion was seconded by Vice Chair Favreau and voted 5-0-0. . On a roll call vote: Secretary Rosa voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye, Member Conway voted Aye and Chair Burrows voted Aye.

**22. Executive Session Pursuant to G.L. c. 30A, § 21 (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – Open Meeting Law, G.L. c. 30A § 22(f), (g) – Review and Approval and Possible Redaction of Executive Session Minutes of January 27, 2025 – Public Records Request**

**MOTION** - Secretary Rosa made a motion to go into Executive Session to G.L. c. 30A, § 21 (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – Open Meeting Law, G.L. c. 30A § 22(f), (g) – Review and Approval and Possible Redaction of Executive Session Minutes of January 27, 2025 – Public Records Request at 7:55 PM. The motion was seconded by Vice Chair Favreau and voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye, Member Conway voted Aye and Chair Burrows voted Aye.

Secretary Rosa stated that we will only return to regular session to adjourn.

**MOTION** - Secretary Rosa made a motion to adjourn the regular meeting of February 3, 2025 at 8:21 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Vice Chair Favreau voted Aye, Member Riley voted Aye, Member Conway voted Aye and Chair Burrows voted Aye.





**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

*Respectfully Submitted by Dawn McDowell,  
Recording Secretary*

**Exhibits for the Select Board Meeting – February 03, 2025**

**Call to order 6:00 PM**

1. **Open Microphone** – No Exhibits

**Announcements**

2. **Vacancies on Boards and Committees** – Vacancy List dated 01/30/25
3. **All other announcements may be viewed on the Town of Billerica website**– No Exhibits

**Proclamation and Public Recognition**

**Public Hearings**

**New Business (Quick Items)**

1. **Right of First Refusal – 159 Allen Road, Unit #22** – Email from B. Correnti dated 01/23/25, Notice of Intent to Sell Estate Property dated 01/09/25,
2. **Discussion and Possible Vote of Expanding the 250<sup>th</sup> Committee to 11 Members** – Proposed Changes to the 250<sup>th</sup> Anniversary Committee undated
3. **Discussion and Possible Vote on the Creation of Billerica Agricultural Commission – Requested by Vice Chair Favreau** - Billerica Agricultural Commission Mission Statement and Creation Documents undated
4. **Request that the Select Board Sign a Termination of Period of Enforceability of Restriction for 298 River Street – Requested by Attorney Medeiros** – Email from D. Favreau dated 01/30/25, Memo from Milik & Medeiros dated 01/15/25, Termination of Enforceability Period of Restriction undated, Release Deed dated 06/24/1993, Building Permit BP-24-1179 dated 09/17/24, Plot Plan dated 05/08/24, MGL, Chapter 184, Section 27, Schedule of Deeds undated, QuickClaim Deed dated 04/24/13

**Appointments**

5. **250<sup>th</sup> Committee**
  - a) **Christopher Sennott** – Application dated 01/09/25
  - b) **John LaFauci**– Application dated 01/09/25
  - c) **Thomas Tringale**– Application dated 01/13/25
6. **Commission on Disabilities (2 Applicants, 1 Opening – Interview Required)**
  - a) **Daniel Morgan**– Application dated 12/02/24
  - b) **Jacqueline Hubbard**– Application dated 01/21/25
7. **Scholarship Committee (4 Openings – Term Expires 2027)**
  - c) **James Spinale**– Application dated 01/30/25

**Presentation**

**Committee Reports**

8. **Open Space and Recreation Plan Approval – Requested by Secretary Rosa** – Memo from EOEEA dated 01/02/25



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
FEBRUARY 03, 2025**

**Old Business**

9. **Town Managers' Update** – Updated dated 01/31/25
10. **Select Board Members Update** – Memo from D. Favreau dated 01/30/25
11. **Select Board Appointments to the Legislative Task Force Committee (2 Appointments)** – No Exhibits
12. **Clarification Action on Vote to Taken on January 27, 2025 to Opt Out of Early Vote by Mail** – Memo from J. Burrows dated 01/30/25

**New Business**

13. **Submittal of Capital Improvement Plan** – Capital Plan FY2026-FY2030 undated
14. **MassDOT Materials Procurement Program – Requested by Town Engineer Kelley Conway** – Memo from K. Conway TE dated 01/31/25
15. **Discussion and Possible Vote on Gift Acceptance – Gift Cards for the Council of Aging (COA)** – Gift Acceptance Form undated

**Approval of Meeting Minutes**

16. **October 21, 2024 Regular Session** - Minutes
17. **October 28, 2024 Special Meeting**- Minutes
18. **January 15, 2025 Regular Session**- Minutes

**Meeting Schedule**

February 24, 2025 and March 3, 2025– No Exhibits

**Executive Session**

19. **Executive Session Pursuant to G.L. c. 30A, § 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares** – Community Care Collective – See Executive Session Minutes
20. **Executive Session Pursuant to G.L. c. 30A § 21 (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements** – Open Meeting Law, G.L. c. 30A § 22(f), (g) – **Review and Approval and Possible Redaction of Executive Session Minutes of January 27, 2025** – **Public Records Request**– See Executive Session Minutes

**Approved On: April 28, 2025**