



**TOWN OF BILLERICA
SELECT BOARD MINUTES
MARCH 17, 2025**

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

Members Absent: None

Staff Present: Town Manager Clancy Main, Assistant Town Manager Robert Maynard and Recording Secretary Dawn McDowell

5:30 PM

Presentation and Proclamation for Kimberly J. Conway

Presentation and Proclamation for Michael A. Riley

Secretary Rosa presented Member Conway and Member Riley chairs and proclamations.

Call to Order 6:00 PM

The Pledge of Allegiance was recited.

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

1. Open Microphone

Grace Tucci of 7 Carson Street – Ms. Tucci stated that she applied for the Board of Registrars but was unaware of the requirement that it come from the Republican party. She didn't find out until she received a phone call from Ms. McDowell. It's not fair.

Daniel Darris-O'Connor of 14 Forest Park – Mr. Darris-O'Connor thanked both Member Conway and Riley for their service. He is concerned about the Town of Billerica. We have not made much progress and there has been chaos. There is a lack of support for the schools and pedestrian safety.

Mary Leach of 7 William Road – Ms. Leach invited the public to the League of Women Voters Debate on Thursday at 7:00 PM at BATV.

Michael Parker of 11 Gov. Endicott Road – Mr. Parker stated that Beautify Billerica Clean Up Green Up Day is going to be held on April 26th from 10:00 AM to Noon.

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

4. Select Board Members Conway and Riley Farewell Messages

Members Conway and Member Riley each read their farewell messages.

Proclamation and Public Recognition

5. Proclamation for World Down Syndrome Day – March 21, 2025

Secretary Rosa read the proclamation for World Down Syndrome Day.

6. Presentation of the 2025 Community Funds Grant

The Board presented the 2025 Community Funds Grant to all the recipients.



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Public Hearings

New Business (Quick Items)

7. Approval of a One Day Special Alcohol License for the Friends of the Billerica Council on Aging – Annual Black-Tie Bingo on Friday, March 28, 2025 from 6:00 PM – 10:00 PM at 25 Concord Road – Request Waiver of All Fees

Wayne Smith appeared for the one-day special alcohol license for the Friends of the Billerica Council on Aging.

MOTION - Secretary Rosa made a motion to approve the one-day special alcohol license for the Friends of the Billerica Council on Aging Annual Black-Tie Bingo on Friday March 28, 2025 from 6:00 PM to 10:00 PM at 25 Concord Road. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion to waive all fees. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

8. Application for a Change of Manager and Change of Officers/Directors for the VFW Solomon Post #8819 located at 12 Phinney Street – New Manager Deanna Follis

Larry Kelleher and Deanna Follis appeared for the Change of Manager and Change of Officers for the VFW Solomon Post. Mr. Kelleher stated that we applied for the change of manager a while ago but the ABCC needed the Change of Officers so this application is for both.

MOTION - Secretary Rosa made a motion to approve the Change of Manager and Change of Officers for the VFW Solomon Post #8819 located at 12 Phinney Street with the new manager Deanna Follis. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

9. Discussion and Possible Vote on Gift Acceptance – Council of Aging - \$50 Cash Donation for AARP Tax Service

MOTION - Secretary Rosa made a motion to accept the \$50 cash donation per MGL, Chapter 44, Section 53A for the Council of Aging. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion that the Select Board authorize expenditure of the gift to be used for AARP tax services. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

10. Discussion and Possible Vote on Gift Acceptance – Billerica Public Library – (2) e-ink Author Clocks to be used in the Library for Display

MOTION - Secretary Rosa made a motion to accept the (2) e-ink author clocks donation per MGL, Chapter 44, Section 53A for the Council of Aging. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion that the Select Board authorizes use of the gift to be used in the library for display. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

11. Discussion and Possible Vote on Gift Acceptance – Veteran's Services – (1) POW Stadium Chair to be Installed at the BMHS Stadium

MOTION - Secretary Rosa made a motion to accept the POW Stadium Chair per MGL, Chapter 44, Section 53A. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion that the Select Board authorize use of the gift to be installed at the BMHS stadium. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

12. New Common Victualler License – Anjakin Inc. dba 29 Bistro located at 700 Boston Road, Unit 300

Vichaiapol Chantasirivet appeared for the new common victualler license for 29 Bistro located at 700 Boston Road.



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MOTION - Secretary Rosa made a motion to approve the common victualler license for Anjakin Inc. dba 29 Bistro located at 700 Boston Road with the hours of operation of Monday-Sunday 11:00 AM to 9:00 PM and subject to the conditions of the ZBA Permit 1-7 and subject to the Board of Health food permit. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

13. Discussion and Possible Vote on Gift Acceptance – Billerica Public Library - \$300 Cash Donation to be used for Programming by the Children’s Department

MOTION - Secretary Rosa made a motion to accept the \$300 cash donation per MGL, Chapter 44, Section 53A for the Billerica Public Library. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion that the Select Board authorize expenditure of the gift to be used for programming by the Children’s Department. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

14. Discussion and Possible Vote on Gift Acceptance – Billerica Public Library – Giant Legos Donation to be Used in Children’s Programs

MOTION - Secretary Rosa made a motion to accept the giant Legos donation per MGL, Chapter 44, Section 53A. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion that the Select Board authorize use of the gift to be used in the children’s programs. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

15. Discussion and Possible Vote on Gift Acceptance –Council on Aging - \$25 Cash Donation for Programming and Events

MOTION - Secretary Rosa made a motion to accept the \$25cash donation gift per MGL, Chapter 44, Section 53A for the Council on Aging. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION - Secretary Rosa made a motion that the Select Board authorize expenditure of the to be used for programming and events. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

16. Discussion and Possible Vote on Letter of Support for Middlesex 3 Coalition’s MA TechHubs Strategic Development Grant Application (NOFO No. 2025-JAIL-06)

MOTION - Secretary Rosa made a motion to sign the letter of support for Middlesex 3 Coalition’s MA TechHubs Strategic Development Grant Application. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Appointments

17. Board of Registrars – Republican Nominee

- a. Donald Lovegrove
- b. Grace Tucci

Secretary Rosa stated that based on the legal opinion, we only have one valid candidate.

Vice Chair Favreau stated that she did not get a copy of the legal opinion, and she did look at MGL that the Chairman has and the Town Committee is supposed to submit a list of three candidates, not a letter of recommendation and I do have some comments about concerns that I have for Mr. Lovegood’s appointment here, but if we’re going to table it she would be happy to address it then, but I would like to address it here.

Chair Burrows read the MGL.

Vice Chair Favreau stated that the letter of recommendation does not meet the statute. Even the newspaper article doesn’t state that the applicants have to come from the Town Committee.



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Donna McCoy, Town Clerk joined the meeting. Ms. McCoy called the Secretary of State. The nomination needs to come from the party, whether it's Democrat or Republican. They can submit one, two or three names. If the party did not submit a name within the designated time frame, then the Select Board could pick another candidate. Vice Chair Favreau stated that we have nothing in writing and she hasn't seen a legal opinion because this happened 20 minutes before our meeting started..

Secretary Rosa stated that we have only one accepted name submitted by the Republican Town Committee.

Vice Chair Favreau stated that there has been references to an opinion from counsel that she did not receive. Secretary Rosa stated that this is the first time that we have ever received more than one applicant. Member Conway stated that this is not usually a controversial appointment. Vice Chair Favreau stated that we do have an applicant that is here tonight that did not receive notice until after 5 pm so I think it would be proper to table it to get the confirmation to the entire board so we can make the appointment correctly. Chair Burrows asked if the letter would have to come from RTC, correct. Donna McCoy stated yes, or the Secretary of State. This is an MGL, this isn't something that we want to just decide to do something else. Vice Chair stated that MGL says that a list of 3 names has to be submitted to us. Donna McCoy stated, feel free to call the Secretary of State tomorrow. Vice Chair Favreau stated that tomorrow is too late, so I am going to make a motion to table this.

MOTION - Vice Chair Favreau made a motion to table the vote. There was no second to the motion.

Secretary Rosa stated that the law states that you need to be a member of the Town Committee to be nominated. He doesn't believe that Ms. Tucci is a member of the Republican Town Committee. Vice Chair Favreau stated that we do not have that in writing or a copy of Town Counsel's opinion and that is contrary to the statute. Vice Chair Favreau stated that the Town Charter states that the Select Board is required to uphold all statutes within the Commonwealth of Massachusetts and without clarification on MGL Ch 51 section 15 where it states that a list of 3 candidates has to be submitted to this board then it would be improper to move forward with the vote.

Member Conway stated that the Town Clerk checked with the Secretary of State, so we should move forward with the nominated applicant from the Republican Party. Vice Chair Favreau stated that it is improper to move forward.

Member Riley stated that if they had submitted two names, that it still would not be valid, it doesn't make sense.

Grace Tucci – Ms. Tucci stated that she didn't know that her name had to be submitted by the Republican Party. She filled out an application and it didn't say she had to be a member of the Republican Party and neither do the newspaper ad.

Vice Chair Favreau stated that she appreciates the time that Mr. Lovegrove has served in this role, but in reviewing the applicants I note that Mr. Lovegrove's attendance record at the Board of Registrars meetings is about 50% and as shown in the June 20, 2023 minutes provided, unlike the opinion from counsel that is not available to me, he openly admitted to not reviewing the meeting materials provided, which included sworn affidavits to the courts under oath and videos of the Pelham Planning Board when the material question of an Examination of Residency of a well-known developer who is in fact a Pelham NH resident was allowed to remain on our active voter rolls. In reviewing the 2024 active voter registration list, this person continues to remain actively registered to vote in Billerica and I will not be supporting the recommendation to appoint Mr. Lovegrove. Donna McCoy stated that Vice Chair Favreau was reading from minutes that were not approved yet. Vice Chair Favreau stated June 20, 2023 minutes were approved and are available online. I'm reading from those minutes.

MOTION - Secretary Rosa made a motion to appoint Donald Lovegrove to the Board of Registrars as the Republican Nominee. The motion was seconded by Vice Chair Favreau and voted 4-1-0. Vice Chair Favreau voted against.

Presentation

Committee Reports

Old Business



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18. Town Managers' Update

• **Iron Horse Park Fire**

Mr. Main would like to thank the Fire and Water Department for their efforts last week at the Iron Horse Park Fire. The Town is extremely grateful for everyone's safety and their swift actions that put out the fire. The Water Department maintains all Town Hydrants but not privately owned hydrants – it is the responsibility of the property owner. There are roughly 200 privately owned hydrants across Town. In addition, the Town Hydrant outside of Iron Horse Park is attached to a ten-inch main, where the privately owned hydrants are on a six-inch main. Using the Town Hydrant provided the necessary water pressure without any issues to extinguish the fire.

Member Conway thanked the Fire Department for a great response as well as the surrounding towns. This was a 7-alarm fire and we should send a letter to all the towns that helped. Mr. Main replied that Chief Cole has already done that as well as letters to the individuals involved.

Secretary Rosa also commended the Fire Department and the other communities that helped especially the commanding officers Captains Packewicz and Batcock.

Vice Chair Favreau also thanked the Fire Department and surrounding communities and she also thanked Fred Russell and Todd Melanson and their teams for the work they have done to maintain the water pressure needed. She is concerned with the limitation of the hydrants. Our Fire Department had to run ¼ mile of line. Vice Chair Favreau stated that she was wondering if we should reach out to the EPA and owners to address infrastructure needs. Mr. Main stated that the problem is the Fire Department does not trust private hydrants, he trusts the hydrants that the water department maintains. Vice Chair Favreau asked if we could move the town hydrants closer.

Member Riley stated that the Fire Department and mutual aid did a great job. It shows what training does.

Chair Burrows stated that he went down the next day and there were smoke points and the Fire Department were right there. The problem is the State property on this site do not require any permits through the town.

Diana Saunders – Ms. Saunders asked if the State was on site. Chair Burrows replied that they were on Saturday but they don't report to us.

• **FY26 Budget**

Mr. Main stated as of this time the FY26 Budget has been ratified by the Finance Committee. All department heads have presented their budgets and received approval on their presented budget numbers. For Town Systemwide (page 114 of FY26 Budget Book) the ratified Select Board submitted budget number for FY26 was \$2,991,640. This number included an increase to the legal line of the budget. The Finance Committee ratified \$2,898,640 for Town Systemwide, almost \$93,000 less than what was submitted.

Member Conway stated that the Finance Committee has reduced the budget by \$93,000. Mr. Main replied yes, they reduced the legal line item by \$93,000.

Secretary Rosa stated that even though the Finance Committee reduced it, we can still go forward with our original budget. Mr. Main replied yes, it will start with the Finance Committee and amend it.

Vice Chair Favreau asked if the reduction in the legal budget had anything to do with her recommendation for in-house legal department to offset the legal costs, which Amit agreed would be a good idea. Mr. Main replied no, he will let the Finance Committee explain it. Vice Chair as was it from the legal line item. Mr. Main stated that it was strictly from the legal line item.

• **North Billerica Fire Station**

Mr. Main stated that the owner of 176 Boston Road has taken down the old Macs Two Building, the Town will ensure that the site is being left in satisfactory condition.



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Vice Chair Favreau stated that it is great news with the Fire Station, Kohlraush, Skate Park and Rec. Vice Chair Favreau stated that she is very excited about these initiatives finally getting underway as they highlight the work that this board has been engaged in for improving our community over the last year and she is really eager for the youth of Billerica and families to start enjoying these new upgrades in the coming summer months. Vice Chair Favreau stated that she cannot stress the importance of having places for our kids to enjoy that contribute to their development and overall health and wellness enough.

Member Riley asked when does the Town take control of the site. Mr. Main replied when the demolition is done.

- **Billerica Library Update from the Library Director**

Mr. Main stated that getting a library card has never been easier! To start, click the 'Get an E-Card' option on the library's homepage and follow the prompts. Your library card will give you access to a breadth of digital resources, including full access to the Lowell Sun Online, Consumer Reports, e-content from Libby and Hoopla, digital music from Freegal Music+, streaming media from Kanopy, and so much more.

- **Kohlrausch & Skate Park Project Update from the Recreation Director**

Mr. Main stated that with spring weather arriving, The Town is working together with the DPW to get the Kohlrausch site prepped for our upcoming improvement project. We will soon be installing new swings, zipline, and pavilion. Our selected contractor, Pacqon, is scheduled to start mobilizing on-site around April 7th, with project completion expected near the end of April. The Skate Park Project is scheduled to begin the first week of June. Our selected Contractor, Spohn Ranch, is busy building the pre-cast ramps off-site and will be delivering them to the site in early June.

Secretary Rosa stated that this is good news for these projects.

- **One Stop Grant**

Mr. Main stated that the Expression of Interest for the One Stop Grant is available until March 26, 2025. The Expression of Interest (EOI) is a short form that allows prospective Community One Stop for Growth applicants the opportunity to understand whether their project idea is a fit for the One Stop program. Participants enter high-level information about their organization and project idea to receive a Feedback Report. If the feedback report views the project idea favorably the Town will move forward with submitting a full application by the June 4th deadline.

Member Conway asked how many grants have we applied for. Mr. Main stated that we have applied for 10 grants. The Mass Works is the big one and we can apply for planning grants.

Secretary Rosa stated that we should keep applying for grants and contrary to one of the speakers at Open Mic, there are a lot of good things going on.

Vice Chair Favreau stated that there are two new subcategories that address vacant store fronts and transformative development initiative. Mr. Main stated that they will be looking at this and this is not the catalyst fund. Vice Chair Favreau asked if they are individual applications. Mr. Main replied yes. Vice Chair Favreau stated that the Mass Works grant and Downtown initiatives require the Select Board vote before you submit any application, so she recommends double checking any of the grant applications to make sure we have a proper vote recorded for you to proceed.

- **Rec Center Project Update**

Mr. Main stated that in recent weeks the project team has been working with Conservation, Board of Health, and Planning Board. Mark LaLumiere and Dave Grubb introduced this project to the Planning Board at their recent meeting and received very positive remarks from the Board. This project is scheduled to go back in front of the Planning Board and Conservation Commission on April 14th. The project recently passed the 60% CD milestone and is out for the next round of cost estimation.



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Vice Chair Favreau asked if there were outstanding ask since Rocco Longo was Town Manager. Mr. Main replied he would have to look at it because he was not aware of it.

19. Discussion and Possible Vote on Town Center Improvements

Mr. Main stated that he is not sure if the Federal money will be available. They are proposing to update the lights, sidewalks improvements, and repaving with the \$2.1 million we have. We would defer the left of River Street right now.

Vice Chair Favreau stated that the brick crosswalks are difficult to traverse for anyone in a non-motorized wheelchair that could become a dangerous situation for handicapped individuals. Vice Chair Favreau asked how much funding is available from free cash. Mr. Main stated we have \$2.1 million from free cash. Vice Chair Favreau recommends that we should look at the black decorative lighting to match Boston Road.

Member Riley stated that the lights need to be replaced. Mr. Main stated that we are replacing the lights so they communicate and are timed appropriately. Member Riley stated that underground utilities would be great.

Secretary Rosa stated that he agrees with the crosswalks at the signals. The lights at Charmstaffe and Boston Road intersection are set up for two-way traffic on Charmstaffe. We should make sure the lights are two-way so when we add the left turn out of River Steet they are ready to go.

Member Conway asked if you were physically replacing the lights. Mr. Main replied yes. Member Conway agrees that we need to make the crosswalks safer. The left turn off of River Road is more important than decorative lights and this should be a vote of the Select Board.

Vice Chair Favreau asked if Mr. Main needed a vote from the Select Board to start working on making the changes.

Mr. Main stated that we will get the estimates and come back. Secretary Rosa asked if we are applying for grant money for this. Mr. Main stated that they will apply for a Mass Works grant that will require Select Board approval.

Member Riley asked if traffic analysis was done. Mr. Main replied BETA will have to traffic counts.

Kelley Sardina – Ms. Sardina stated that in 2012, Town Meeting approved \$1 million and there maybe more money.

20. Discussion and Possible Vote on Issues at the Mall Project, 480 Boston Road – Requested by Chair Burrows

Chair Burrows stated that there are still issues with the mall including snow storage, flooding, and the fence. They have had repetitive behavior. There still has been water and debris flowing down Tower Farm Road. There are reports of them being caught removing asbestos. On September 22, 2022 there was a study on the watershed and ground water is percolating on site. He could not find a fee being collected on the foundation. They have caused problems for the Town and have wasted the time of the DPW, the Building Commission. There are still flooding issues. They are supposed to remove the snow, but they are pushing back into the retaining pond. Something needs to be done.

Secretary Rosa stated that this project has been a disaster since day one and has affected the downstream residents. On their special permit, #9, states that any damage done is the responsibility of the owner. If you compare this site vs. 700 Boston Road, it is the difference between night and day. They were both being worked on at the same time and 700 Boston Road kept the dirt contained. On the mall site, the drains are still above grade and the water runs around them. Something needs to be done and we need to hold them accountable. Special Condition #9 should be used to have them pay for the residents that got flooded.

Member Riley stated that he doesn't disagree but we are not the authority. This is for the Planning Board, Building Commissioner, Board of Health and DPW.

Vice Chair Favreau stated she is not sure what is being asked of us here, but as I have stated before, numbers 5 and 9 of the orders of conditions govern whether or not the project should continue under the current permitting. I think we can all agree that the project has been a major disappointment and has caused a lot of problems for the town and the residents, especially the Treble Cove Rd residents. I just don't know what if anything we can do and whether or not



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that falls within the Select Board's purview for enforcement purposes. I would like to hear from Mr. LaLumiere on that point. Additionally, I would point out that number 27 of the orders of conditions says that the \$5K allocation for ADA upgrades to the Gazebo states that the money was to be paid prior to the issuance of the permitting, so I would like to know where that money is.

Member Conway asked who enforces the conditions. She supports the Building Commissioner going through all the conditions and each Board and we should talk with legal counsel.

Secretary Rosa stated that we as the Select Board should vote.

MOTION - Secretary Rosa made a motion that the Select Board under Section 3-2(b) of the Town Charter issues a policy directive and guidelines to ensure that all the rules and conditions placed on the Billerica Mall, 480 Boston Road by the Planning Board and any other permitting agency of the Town of Billerica are being adhere to. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Mark LaLumiere, Building Commissioner joined the meeting. Mr. LaLumiere stated that this has been a very difficult project. Promises were made and not kept. Amazon still holds the lease in the empty pot. We have permits for a Chase bank, Starbucks and a small restaurant. They have been held up due to ground issues. RMD was supposed to submit new plans for the apartments and start the residential building in April. The DPW and Water department are there every day. He is also on site with the Project Manager almost every day. There is water percolating on Tower Farm Road. They need to fix the water issues that are spilling out of the site. The Planning Board is the SPGA. They would have to vote to recall, hold a public hearing and have the owners defend the project. He doesn't see any violations of the conditions and the owners have been responsive. He has not received complaints from residents and asked what are why trying to achieve. Are we trying to shut it down?

Chair Burrows asked if they paid a fee for the foundation. Mr. LaLumiere replied yes, they paid. Chair Burrows stated that if the drainage swales are not maintained then it fails. They are actively changing grades and the water is flowing off site and that causes an issue. Mr. LaLumiere stated that they did a site walk and told them to come up with a timeline.

Secretary Rosa stated that the mindset needs to change. He wants this to be successful but there are residents downstream with \$100,000 of damage. If they controlled the water on site we would not have had all that damage two years ago. They still have sediment flowing downhill. Maybe we should stop them until they fix their drainage issues. They should pay the residents and Town for all the damages that they have caused. They need to be held accountable.

Member Conway stated that the residents that had damage should litigate against them.

Member Riley stated that he supports the directive but it should be handled by the Planning Board.

21. Town Center Gazebo Update – Requested by Vice Chair Favreau

Vice Chair Favreau stated she asked that this be put back on as she has had multiple residents reach out, first with concerns about our original vote, so she doesn't believe they were aware that we had been trying for a joint meeting with the Historic District Commission or that the last time it was discussed, we agreed that Mr. LaLumiere would work with Mr. Johnson at a proposed solution; and, second, she also received several calls since the windstorm we had earlier this month that damaged the gazebo even further by residents raising concerns over the safety risks the current condition imposes. Vice Chair Favreau stated that there have been reports of kids climbing on the gazebo in its current condition and she believes the time has come that we act before it collapses or worse, hurts someone. Continuing to keep it in abeyance over whether or not it is a decorative feature to the common is irresponsible. Vice Chair Favreau stated that she would like Mr. LaLumiere to tell us whether or not there has been any progress made since November.

Mr. LaLumiere stated that there has been no progress made. The overall issue is there is no agreement. There needs to be a direction given. Vice Chair Favreau stated at the last meeting she asked if you would condemn it if it was private property. Mr. LaLumiere stated that he would post it unsafe to use. If it was accessible, it would need to be fixed. If it is only ornamental, it can be rebuilt as it is but the intent was to make it accessible. Vice Chair Favreau stated that



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she believed it was the November 18th meeting, and she would like to review the minutes and have an opportunity to come back to the comments once the other members have commented.

Secretary Rosa thanked Mr. LaLumiere for all his time trying to make the gazebo usable but members of the HDC can't decide what they want. Everything is ornamental on the gazebo in the common, there is nothing original except the finial. We now are building a new recreation center that concerts could be held at. The Select Board has care, custody and control of the gazebo. We can rebuild it as it is but it would not be accessible. Mr. LaLumiere stated that if work is done that reaches 80% of the assessed value of the structure, then you need to be ADA compliant, unless it is not accessible to the public, then this does not apply.

Member Conway stated that we shouldn't make it ornamental, it should be usable. We should also talk with Town Counsel.

Mr. Main stated that he cannot find where it says that the Select Board has care, custody and control of the gazebo. We need direction on how to proceed.

Mr. LaLumiere stated that the Commission of Disability has also agreed with Option 3. He can go back to the HDC and just ask for a vote. If they vote it down, then it would go to NMCOG for an appeal.

Secretary Rosa asked to try to go back to the HDC and request a vote and then move on.

Vice Chair Favreau stated that she wants a date so this just does not just continue on. Mr. LaLumiere replied that he can get on the next HDC meeting and then come back to discuss after.

New Business

22. Preliminary Town Meeting Warrant Articles – Discussion and Possible Vote

Mr. Main presented the preliminary Town Meeting warrant articles. This will be discussed in detail at the next meeting.

MOTION - Secretary Rosa made a motion that the Select Board place the articles on the Preliminary Warrant as presented. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Approval of Meeting Minutes

23. January 6, 2025

MOTION - Secretary Rosa made a motion to approve the Select Board minutes of January 6, 2025 as presented. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

24. January 27, 2025

MOTION - Secretary Rosa made a motion to approve the Select Board minutes of January 27, 2025 as presented. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Meeting Schedule

April 7, 2025 and April 28, 2025

MOTION - Secretary Rosa made a motion to adjourn the regular meeting of March 17, 2025 at 8:18 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*



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Exhibits for the Select Board Meeting – March 17, 2025

5:30 PM

Presentation and Proclamation for Kimberly J. Conway– No Exhibits

Presentation and Proclamation for Michael A. Riley– No Exhibits

Call to order 6:00 PM

1. Open Microphone – No Exhibits

Announcements

2. Vacancies on Boards and Committees – Vacancy List dated 03/12/25

3. All other announcements may be viewed on the Town of Billerica website – No Exhibits

4. Select Board Members Conway and Riley Farewell Messages – No Exhibits

Proclamation and Public Recognition

5. Proclamation for World Down Syndrome Day – March 21, 2025 – Proclamation undated

6. Presentation of the 2025 Community Funds Grant – Memo from D. McDowell 03/12/25

Public Hearings

New Business (Quick Items)

- 7. Approval of a One Day Special Alcohol License for the Friends of the Billerica Council on Aging – Annual Black-Tie Bingo on Friday, March 28, 2025 from 6:00 PM – 10:00 PM at 25 Concord Road – Request Waiver of All Fees – Billerica Application dated 02/24/25, Memo from Lt. Coffey dated 02/24/25**
- 8. Application for a Change of Manager and Change of Officers/Directors for the VFW Solomon Post #8819 located at 12 Phinney Street – New Manager Deanna Follis – Memo from D. McDowell dated 03/12/25, Billerica Application dated 08/08/24, Memo from Lt. Coffy dated 08/07/24**
- 9. Discussion and Possible Vote on Gift Acceptance – Council of Aging - \$50 Cash Donation for AARP Tax Service – Gift Acceptance Form undated**
- 10. Discussion and Possible Vote on Gift Acceptance – Billerica Public Library – (2) e-ink Author Clocks to be used in the Library for Display– Gift Acceptance Form undated**
- 11. Discussion and Possible Vote on Gift Acceptance – Veteran’s Services – (1) POW Stadium Chair to be Installed at the BMHS Stadium– Gift Acceptance Form undated**
- 12. New Common Victualler License – Anjakin Inc. dba 29 Bistro located at 700 Boston Road, Unit 300 – Billerica Application dated 03/10/25, ZBA Decision #25-06**
- 13. Discussion and Possible Vote on Gift Acceptance – Billerica Public Library - \$300 Cash Donation to be used for Programming by the Children’s Department – Gift Acceptance Form undated**
- 14. Discussion and Possible Vote on Gift Acceptance – Billerica Public Library – Giant Legos Donation to be Used in Children’s Programs– Gift Acceptance Form undated**
- 15. Discussion and Possible Vote on Gift Acceptance –Council on Aging - \$25 Cash Donation for Programming and Events– Gift Acceptance Form undated**
- 16. Discussion and Possible Vote on Letter of Support for Middlesex 3 Coalition’s MA TechHubs Strategic Development Grant Application (NOFO No. 2025-JALL-06) – Letter dated 03/17/25 Joint Letter of Support for Middlesex 3 Coalition’s MA TechHubs Strategic Development Grant Application**



**TOWN OF BILLERICA
SELECT BOARD MINUTES
MARCH 17, 2025**

Appointments

- 17. Board of Registrars – Republican Nominee** - Minutes for Board of Registrars 06/20/23, 06/28/23,
- c. **Donald Lovegrove** – Application dated 03/10/25, Memo from Billerica Republican Town Committee dated 03/02/25
 - d. **Grace Tucci** – Application dated 03/12/25

Presentation

Committee Reports

Old Business

- 18. Town Managers' Update** – Town Manager's Report dated 03/14/25
- 19. Discussion and Possible Vote on Town Center Improvements** – Town Center River Street at Boston Road Preliminary Design dated February 2025
- 20. Discussion and Possible Vote on Issues at the Mall Project, 480 Boston Road – Requested by Chair Burrows** – PUD dated 09/10/21, PB Plans 04/21/21, ZBA SP 01/26/24, SWM dated 04/05/21, PB Plans dated 11/16/21, Memo from PB dated 07/11/23, PB Plans 05/18/22
- 21. Town Center Gazebo Update – Requested by Vice Chair Favreau** – Gazebo Design undated, pages from SB minutes of 11/18/24

New Business

- 22. Preliminary Town Meeting Warrant Articles – Discussion and Possible Vote** – Preliminary Warrant undated, Zoning Bylaw Recodification undated

Approval of Meeting Minutes

- 23. January 6, 2025**– SB Minutes of 01/06/25
- 24. January 27, 2025** – SB Minutes of 01/27/25

Meeting Schedule

April 7, 2025 and April 28, 2025

Approved On: June 16, 2025