



**TOWN OF BILLERICA
SELECT BOARD MINUTES
FEBRUARY 24, 2025**

Members Present: Chair John Burrows, Vice Chair Dina Favreau, Secretary Michael Rosa, Member Kimberly Conway (Remote) 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.

A moment of silence was held for Mr. Guenther, a long-time resident.

A roll call attendance was taken: Secretary Rosa was Present, Member Riley was Present, Vice Chair Favreau was Present and Chair Burrows was Present.

1. Open Microphone

Grace Tucci of 7 Carson Street – Ms. Tucci stated that the proposed starter home district is a great idea and good opportunity that people can now maybe afford a home and the NDA policy is good practice with tax payer money.

Kelly Sardina of 95 Gray Street on Zoom – Ms. Sardina stated that the State Auditor has issued a new ruling that the MBTA is an unfunded mandate and asked if the Town will try to challenge the law.

Member Conway joined the meeting at 6:03 PM. A roll call attendance was taken: Member Conway was Present, Secretary Rosa was Present, Member Riley was Present, Vice Chair Favreau was Present and Chair Burrows was Present.

Carol Reardon of 18 Pinedale Ave on Zoom – Ms. Reardon stated that she supports the NDA policy and Starter Home District. Last year there were 33 Executive Session which is ridiculous. There was an old lady who died and her home was sold and ripped down for a mega-mansion. The Town is becoming less affordable.

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

Public Hearing

Proclamation and Public Recognition

4. Franck Moron – 1,000 points for Shawsheen Tech Basketball

Secretary Rosa read the letter congratulating Franck Moron.

5. Black History Month

Secretary Rosa read the Proclamation for Black History Month.

6. Vietnam Veteran's Day – March 29, 2025

Secretary Rosa read the Proclamation for Vietnam Veteran's Day on March 29, 2025.

Public Hearing

New Business (Quick Items)



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7. Discussion and Possible Vote on Gift Acceptance – Donation From the Estate of Anthony R. Cataldo to the Billerica Fire Department

MOTION - Secretary Rosa made a motion to accept the donation per MGL, Chapter 44, Section 53A from the Estate of Anthony R. Cataldo for the Billerica Fire Department in the amount of \$10,000. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

MOTION - Secretary Rosa made a motion that the Town use the \$10,000 to purchase ice water rescue suits and related equipment. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

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

Secretary Rosa stated that this was on our previous agenda and Mr. Correnti gave a detailed memo on why they do not accept these units.

Chair Burrows stated that Mr. Correnti was here earlier. If the BHA accepts these units, then they would be on the hook for any condo fees or any damage done by the tenant.

MOTION - Secretary Rosa made a motion to give up the Town's right of refusal for 159 Allen Road, Unit #22. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

9. Billerica Community Farmer's Market (BCFM) – Application for Outside Entertainment License – Mondays from June 16th to October 6th, 2025 from 12:00 PM – 8:00 PM (Operating Hours from 3:00 PM – 7:00 PM) AND Request (4) 18" x 24" Signs on the Town Common on Market Days (Mondays) AND Request Waiver of All Fees

Mary Leach appeared for the Billerica Community Farmer's Market. Ms. Leach stated that they are grateful for the use of the Ditson. The setup this year will be the same as previous years.

Secretary Rosa asked if the entertainment license was from 3:00 PM to 7:00 PM. Ms. Leach replied yes.

Member Conway stated that this organization has always done a great job.

MOTION - Secretary Rosa made a motion to approve the entertainment license for the Billerica Community Farmer's Market from 3:00 PM to 7:00 PM on Mondays from June 16th through October 6th, 2025. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

MOTION - Secretary Rosa made a motion to approve (4) 18" x 24" Signs on the Town Common on market days. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

MOTION - Secretary Rosa made a motion to waive all fees associated with the Billerica Community Farmer's Market. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

Appointments

10. Billerica Housing Authority – Tenant Member – Polixeny "Jenny" Economou

Secretary Rosa stated that they have one applicant.



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Vice Chair Favreau stated that she received an anonymous text that there were two other applicants. Ms. McDowell joined the meeting. She received an email from a resident saying that two other applicants applied. She has not received any other applications.

MOTION - Secretary Rosa made a motion to appoint Polixeny “Jenny” Economon as the tenant member of the Billerica Housing Authority. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

Presentation

11. At Home in Greater Lowell – NMCOG Presentation

Jenny Raitt, Chris Hayes and Kelly Lynema from NMCOG joined the meeting. They gave a presentation At Home in Greater Lowell.

Member Conway stated that the Master Plan is something we could use help with. When does Part I complete. Mr. Hayes replied by next month. Member Conway asked if you could help with a needs assessment. Mr. Hayes replied we could assist in a broad needs assessment that looks at housing and vacancy rates. Part II would get into it deeper. Ms. Lynema stated that we would look at types of units needed and affordable vs. market rate units.

Member Riley thanked NMCOG for the presentation. The housing landscape is tough especially with MBTA now. We need to put the puzzles in place and have public forums.

Vice Chair Favreau stated that we should use NMCOG and divide their time between inclusionary zoning and technical assistance.

Secretary Rosa thanked NMCOG for the presentation. He likes that the presentation was tailored to Billerica. He would like to know what impacts vacancy drops. The current laws overly protect renters and not owners. On the affordability graph, Billerica never gets credit for our real affordable units by dollars and cents because there is no deed restriction. We have met our 10% affordability and we need to work with our legislators to adjust the regulations to give us credit for dollars and cents affordability and you would see Billerica’s affordability go from 10.5% to 15% affordability. We also have ADUs coming online. There are about 14,000 houses in Billerica and if you look at how many of those could build ADUs, we could have an additional 5,000 housing units. We also have 2,300 potential units from the MBTA zoning. The State doesn’t care about affordable housing. We also have our own water and sewer treatment plants. We have already had overlays for small lots and townhouses and 55. Everything around Nuttings Lake and Pinehurst are small lots.

Chair Burrows stated that we need to look at affordability. They keep adding housing but homelessness goes up because it’s not affordable.

Ms. Lynema stated that Economic Development Strategy also needs to be done.

Committee Reports

Old Business

12. Town Managers Report and Goal Updates

• **DPW Project**

Mr. Main stated that the DPW project continues to move forward. Blasting should be concluding in the next week or two. The foundation work for the admin area and vehicle storage are taking place over the next three weeks. Modular buildings are in delivery.



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Member Conway stated that there have been issues with poor snow and ice removal and asked if the new location will help. Mr. Main stated that we could have done a better job but the new DPW will have 2 salt sheds so that will help with storage.

Secretary Rosa asked if we could buy panels now and store them. Mr. Main replied yes. Secretary Rosa agreed that the plowing and ice removal has been horrible. We pay employees to be spotters but it seems like they did not do a great job in the last storm. We should also look at reducing costs on material to make the front look pretty. We should be looking to save \$100,000 on a brick façade.

Vice Chair Favreau stated that there have been a number of complaints. There were multiple water breaks during the storms and she thanked the DPW for responding to the breaks quickly.

Chair Burrows stated that he has seen private contractors pushing snow in the streets. He also asked the Town to put a message out about the blasting.

- **Rec Center Project**

Mr. Main stated that the first estimate came in a little higher than expected. A lot of wish items were included. The Town has done a V/E exercise and is now within striking distance without affecting programming. Things that were V/E out included premium siding, right sizing the audio-visual scope and some granite curbing and other energy efficiency measures. Bidding will be done in phases for this project allowing for flexibility.

Member Conway asked why we were looking at high end materials in the first place. Mr. Main stated that this was a wish list and if the estimates came in lower, then maybe we could have gotten them.

Secretary Rosa stated that it's great to want to buy the best for life safety equipment but we shouldn't be looking at the high-end material for the Rec Center. We should be looking at bituminous curbing for sidewalks not granite curbing and cement sidewalks because that just drives up the costs.

- **Other Projects**

Mr. Main stated that the Town departments had a quick off meeting with the new Town website. The first phase of the audit should be complete by the end of the month. The police station needs area study has some early designs. The Assistant Town Manager selection will be announced this upcoming week. They had a meeting with the current and possible vendors for water/sewer billing issues. The Chart of Accounts project is moving along. He will pursue possible grants and earmarks with the legislature for solar due to rising costs.

Vice Chair Favreau asked what the status of the \$1.5 million from Lori Trahan for the Town Center is. Mr. Main stated that we don't know if it will still be there. We need to wait until at least March to find out.

Member Conway asked if the interviews will be in public for the Assistant Town Manager. Mr. Main replied no.

Secretary Rosa agreed that we should be looking at costs of solar panels credit vs. R&R.

Member Riley agreed that we should explore all avenues for solar.

Chair Burrows stated that we should send out a social media post on the blasting for the DPW.

- **Budget Update**

Mr. Main stated that the budget has shifted slightly higher mostly due to the increase in the legal budget. Mr. Main stated that the preliminary budget number is 1.71%. Sewer and Water have also increased due to electricity costs and we have actual numbers from Shawsheen Tech. The Town is currently in great financial shape but we need to continue the conservative budget so we do not eat up the excess levy capacity over the next 6-10 years.

Member Conway stated that the total shared costs are high, is that due to health care. Mr. Main stated that \$1.7 million is for health insurance, \$1 million is in pension and the rest are for OPEB and liability insurance.



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Secretary Rosa stated that we should look to increase the insurance deductibles on vehicles to lower premiums. On the tax levy, we need to size our government properly and do better with less. Mr. Main stated that you can see the cliff, but it's a long way away but it's still coming. The School is still asking for a large increase of 3.3%. Secretary Rosa asked if the Town has looked at 3 tier health plan and offer a single, family and employee plus 1 option.

Member Riley asked what the decrease in Human Services was. Mr. Main stated that we have replaced a full time with a part time at the COA.

Vice Chair Favreau asked what unions need to have contracts. Mr. Main replied Police both patrolman and superiors, dispatchers and teamsters.

- **Taxes**

Mr. Main provided a graph showing where Billerica sits in the average tax bills compared to other communities in the county. We are the 14th lowest.

Member Conway stated that she appreciates where we stand in Middlesex County. Taxes are painful but we are doing better than our neighbors. In contrary to what has been stated, we are not the 17th highest in State.

13. Griggs Farm Update – Requested by Vice Chair Favreau

Mr. Main stated that the Town has hired a professional assessor who is an expert in agricultural land. He will determine the assessed value and provide a report.

Vice Chair Favreau thanked Mr. Griggs' support system for being present in the audience. Vice Chair Favreau stated that she asked for this to be placed on for an update as Mr. Main just explained that he retained an expert in the field. Vice Chair Favreau stated while she can understand and appreciate the fact that Mr. Main does not want to speak on it further than that without a final report, Vice Chair Favreau stated it is my understanding that the preliminary findings communicated to him by the expert retained are that the valuations applied to Griggs property were in fact wrong. It is my understanding that the expert has indicated that the agricultural land valuations for Griggs Farm are more toward to 10K range, and not the 600K plus valuation currently on file with the assessor's office. Vice Chair Favreau stated it is her understanding that the report will include a comprehensive review of the valuations applied to Griggs Farm back to 1997 with a due date to the board of March 17th. Vice Chair Favreau stated that since that is the promised date, it is her expectation that there will be no further delays in getting that report to us. Further, she will also expect that the report be made available to the public, since it is being paid for by public funds and all future deliberations on this matter be kept in open session, since there is significant public interest in this matter. Vice Chair Favreau stated any indication of an executive session in this matter would be improper use of the Open Meeting Law and would not fall under any of the reasons contained in the law to enter into an executive session. Vice Chair Favreau stated that finally, if the preliminary indications are confirmed by the report, and she expect that they will be, she would ask that the board commit here tonight to say that the town will issue a public apology to Mr. Griggs since town resources and certain platforms were used regarding this matter to make this very public over a period of years. Vice Chair Favreau asked for a sense of the board tonight.

Chair Burrows stated that we need to wait for the report before making any statements.

Member Riley stated that if we are wrong, then we should apologize.

Member Conway stated that it is inappropriate to discuss this without a report. We need to wait for the information. Mr. Griggs hasn't paid taxes since 2017 and he has never filed an appeal against his taxes. The burden is on him.

Secretary Rosa stated that if it turns out that the Town was wrong, then we should apologize but we need to wait for the report.



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New Business

14. Starter Home Zoning District – Discussion and Possible Vote – Requested by Vice Chair Favreau

Vice Chair Favreau stated this has been an ongoing conversation between myself, Chairman Burrows, members of the Planning board and some members of the community that this may be a good idea for our community. STARTER HOME DISTRICTS (40Y) were enacted in 2022 under the Starter Home Zoning Districts Act (M.G.L. Chapter 40Y) to encourage communities to create starter home districts that reduce barriers to creating smaller, more affordable starter homes. Chapter 268 of the Acts of 2022 amends General Law Chapter 40R (high density housing) to uncouple starter homes from that law and place them in a new chapter of the General Laws in the hope that doing so will increase the likelihood of success of the Starter Home Program. A “starter home” is a smaller single-family home suitable for first-time home buyers, downsizing, smaller households, and people needing a more affordable single-family housing option. Think of it in terms of recreating additional Garden City neighborhoods. As of right density of not fewer than 4 units per acre (10,000 sq. ft. lots). Districts with 12 or more houses shall designate 20% affordable under a deed restriction, ensuring that we continue to maintain our 10% affordability compliance with the state to avoid triggering the 40B laws. Each starter home zoning district shall incorporate sustainable development standards, and no other single-family residential uses shall be permitted as of right or by special permit in the starter home zoning district.

- Billerica decides where the zoning would allow for a starter home district and drafts a bylaw that meets the requirements using the state model I provided in tonight’s packet.
- The draft bylaw is then submitted to EOHLC for approval.
- Once approved, the community adopts the Starter Home Zoning Districts at town meeting.
- Massachusetts offers incentives and technical assistance for towns and cities to create these districts.
- The community is entitled to a one-time zoning incentive payment upon adopting a compliance Starter Home Zoning District and a second payment for each new housing unit built.

This Municipal Financial Incentives Zoning Incentive Payments: Up to 20 \$10,000; 21-100 \$75,000; 101-200 \$200,000; 201-500 \$350,000; and 501 + \$600,000 Production Bonus Payments: \$3,000 for each Bonus Unit issued a building permit 40S School-Cost Reimbursement for demonstrated net increases in corresponding school costs.

In terms of the numbers, as an example, if we were to build say 400 new starter homes under this program using today’s market valuations, on average each home would generate around \$5,500 in residential tax revenue or \$2.2 million annually on the town side and receive \$1.2 million for the school side from the production bonus payments. In addition, there would be an additional \$350K from the Municipal Financial Incentive payments for a total potential revenue source of approximately \$3.7 million for the town.

The Design Standards will ensure that the physical character of Projects within the district will be complementary to nearby buildings and structures; will be consistent with the Comprehensive Housing Plan, the Housing Production Plan and the master plan, and will, provide for compact quality development consistent with the overall character of building types, streetscapes, and other community features traditionally found in settled areas of town.

The median home sale price for Billerica in 2020 was \$499,000 which was an overall increase of 44.1% over the previous Housing Production Plan period from 2015 to 2020; As of January 2025, median home sale price for Billerica is \$785,000, which is a 36% increase since the same time last year and an overall increase of 64% from 2020. Just last night there was a resident posting on social media that they have searched high and low for rental housing and have been unable to find anything lower than a 10K deposit to be able to move into a rental here in town. This is crux of the housing crisis as young professionals and young families and people aging out looking to downsize are being priced out of the market and the dream of becoming homeowners in Billerica is further and further out of reach. By incorporating Starter Home District Zoning we can increase housing stock that conforms to the wants/needs of the residents and begin to bring a comprehensive solution to the table while breathing some life back into the American



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Dream. The ask to the board is do we want to bring this town meeting while working with the planning board to finalize the draft bylaw that is presented.

Member Riley stated that this is an excellent idea. There are no more starter homes in Billerica but this should be handed over to the Planning Board since this is in their wheelhouse.

Member Conway stated that she agrees this should be handled by the Planning Board and Building Department. She agrees with the concept.

Secretary Rosa stated that we already have 4 units per acre with 10,000 sf lots. An overlay can be placed anywhere and Town Meeting controls where it goes. This will have density impacts. We also have ADUs coming in and a potential of 2,300 for MBTA. He would not want to rush this. Vice Chair Favreau stated that she is looking to put it forward in the fall. Secretary Rosa stated that 1,850 SF is not a starter home.

Vice Chair Favreau stated that if inventory is increased then that will decrease the costs.

15. Policy on Transparency and Accountability in Settlement Agreements – Non-Disclosure Provisions Prohibited – 1st Reading – Requested by Vice Chair Favreau

Vice Chair Favreau stated that this is the first reading. This was modeled after Governor Healy's policy with some added language by the State Auditor's office and has an extensive review by Town Counsel.

Member Conway asked if Town Counsel reviewed the latest version because it is not clear if they reviewed the version that was presented tonight. She would like them to forward the version they vetted and ask them if any other towns have adopted this. Vice Chair Favreau replied that they did review it. Member Conway asked if the State voted on this. Vice Chair Favreau replied yes. Member Conway would like to hear from the Town Manager because we sometimes have to use these to protect the Town.

Mr. Main stated that he believes that this is getting involved with day-to-day operations. This is a very unionized situation and this takes away a tool in the toolbox. Vice Chair Favreau stated that she has an email from Mr. Main saying he was ok with this policy and Town Counsel says it doesn't impact unions. Mr. Main replied that this version is different from what was originally presented. The initial version did not have Section 46.4 with the \$20,000 settlement has to be approved by the Select Board. Vice Chair Favreau stated that they came back from their procurement Counsel and added that after their review for procurement. Mr. Main stated that it is very difficult to move on from a bad employee and a settlement agreement is a tool to do that. It also prevents a bad employee from disparaging the Town. Vice Chair Favreau stated that everyone should send their comments to her and she will follow back up with Town Counsel.

Member Conway stated that she shares the concerns of Mr. Main. When there is a disgruntled employee, made up stories can be spread on both sides. She heard that Governor Healey is against it. She doesn't think this is a good practice. Mr. Main is in charge of the day-to-day operation. She would like to get a full update from Town Counsel from each attorney who reviewed it. Usually there is a redline version that we can compare to the original. She would like to hear their recommendations.

Vice Chair Favreau stated that she wants to make some clarifying comments from the overview in our packet from Town Counsel, he states that he reviewed the Executive Department Settlement Policy issued by Gov. Healy on 1/27/2025. She is not against this; the entire document is derived off that settlement policy issued by the Governor. And then he says, finally, I also note that Peter Berry, our labor counsel, advises that this would not be a matter for negotiation with any Town unions because it does not affect working conditions. However, unions should probably be informed by the Select Board and may want to inform the unions that it is under consideration because, among other things, they will want to be assured that personnel records that are exempt from disclosure under the Public Records laws will remain confidential. There's an entire section that speaks directly to that in the policy because Labor Counsel wrote that section.



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Chair Burrows stated that all questions should be sent to Ms. McDowell and she will send the request to Town Counsel.

Member Riley stated that when you specify an amount then you are getting into the day-to-day operations. He would like Attorney Feeley's recommendation.

Secretary Rosa stated that Section 46.3(C) (ii) the word reasonably should be defined. In Section 46.3(E), how can there be an unwritten agreement. Everything should be in writing. Secretary Rosa also has an issue with putting a dollar amount of \$20,000. What happens if this goes to court and the judge says give a person \$30,000. The language needs to be tightened up. In Section 46.5, "Settlement Agreements and otherwise are prohibited and shall not be incorporated in any Town Settlement Agreement". This seems to be a disconnect. He will forward his comments.

16. 2025 Community Funds Grants – Review of Applications Submitted to the Select Board

Chair Burrows stated that all members should submit their choices to Ms. McDowell and she will calculate them.

17. Swanson Meadows Discussion – Requested by Chair Burrows

Member Riley stated that his current employer has been named in an email so he is going to recuse himself. I have not been involved in any of this. Member Riley left the meeting at 7:54 PM.

Chair Burrows stated that Mr. Tassone asked about the expansion of the restaurant. This was withdrawn before the ZBA. Chair Burrows stated that we have received multiple emails from a resident about a P&S received.

Angelo Scippa and Mr. Tassone joined the meeting. Mr. Tassone stated we shouldn't speak about emails Ralph Deldon sent because he is not here. Mr. Scippa stated that there has been no proposal since the last time we were here. Mistakes were made and misinformation is being shared. We have received many offers in the last 5-7 years and there is no P&S currently on the property.

Member Conway stated that this is a strange discussion. There is no P&S so what does the Town have to do with this. Mr. Scippa stated that we have had discussions but there is no P&S. Member Conway stated that our rights go until 2029. Mr. Main replied that it is correct.

Vice Chair Favreau stated that she does think it should be discussed because there was an offer for \$10 million. Mr. Scippa stated that we have countered. Vice Chair Favreau stated that there is an offer, you made a counter and there's a letter of intent so there is definitely communication going on with Nordbloom. Vice Chair Favreau asked how did this come to be because the indications are that there was a meeting with the Town and the town is on board and I am not aware of any of those meetings and none of the other members that we have heard from tonight are aware that meetings took place, so how did this 10 million dollar offer come to be. Mr. Scippa stated that we are not aware of a meeting with the Town, but they did make a counter. Vice Chair Favreau stated you just confirmed that there is an offer, and you countered, so I don't believe that. Vice Chair Favreau stated that she is concerned with an offer coming from a company where a sitting Select Board member works. Member Conway stated that she should be very careful. Vice Chair Favreau stated that she is being careful because there is a 10 million dollar offer on the table from Nordbloom, which a sitting Select Board member works for, so those are facts, right? There is also indication that there have been meetings that have taken place, and that the Town is on board with this, when in fact we had meetings in October and declined the Right of First Refusal. Vice Chair Favreau asked what happened between October and January 27th that there is now a 10 million dollar offer on the table. Mr. Scippa stated that he is not aware of where the information that has been shared came from. Vice Chair Favreau asked if Nordbloom is aware of the Right of First Refusal. Mr. Scippa stated everyone is aware of the ROFR. Vice Chair Favreau stated but they made an offer on the property that you can't sell for 5 years. Mr. Scippa replied that they aren't the first, multiple companies have made offers and have met with the Town on multiple occasions. Vice Chair Favreau asked what is going on with the clubhouse and the selling off a parcel with the clubhouse on it. Mr. Scippa stated that the current operator wanted to make improvements and buy the property. They are proposing to parcel off that building. Vice Chair Favreau asked if there is a P&S for that. Mr. Scippa replied no, we have pulled the application from in front of the ZBA. Vice Chair



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Favreau stated that the Town has the right of first refusal until 2029 and she cautioned against trying to circumvent that process because that could get members that are currently sitting on this board in trouble. Vice Chair Favreau asked Mr. Scippa if he understood that. Mr. Scippa replied yes, he understands. Vice Chair Favreau stated that Mr. Riley should file the proper conflict of interest paperwork. Member Conway stated that Member Riley left the room.

Secretary Rosa asked if Mr. Scippa is aware of the Nordbloom letter. Mr. Scippa replied no. Chair Burrows gave him a copy. Secretary Rosa stated that Mr. Scippa is aware of the Town's right of first refusal. The offer is very detailed.

Mr. Tassone stated that they have been working on this since 2021 and it keeps going back and forth. What does the Town want.

Janet Moran on Zoom – Ms. Moran stated that there is a covenant on this property, where is it and what does it say. She agrees that the Town has the right of first refusal but is there a restriction after the right of first refusal expires and only 44 single family homes can be built. Mr. Scippa leaked the letter to Ralph Deldon as a fear tactic. Mr. Deldon knew a lot of information on what was going on. They are trying to split off the club house onto a 3-acre parcel on its' own. How did the Planning Board separate this parcel. The entertainment license has also been a problem. Mr. Scippa stated that they are not going forward with the separation of the club house. Chair Burrows stated that there have only been 5 phone calls on noise complaints for the club house over the last 4 years.

Katherine Malgieri joined the meeting. Ms. Malgieri stated that under subdivision law, they appeared before the Planning Board for an ANR, which is an Approval Not Required. The zoning use still remains.

Secretary Rosa asked if they cut the 3 acre parcel out of the 61B property, would that separate parcel also have 61B designation. Mr. Scippa stated that it is an accessory structure. Secretary Rosa stated that we need to wait until we get the proper process from Town Counsel.

Member Riley rejoined the meeting at 8:41 PM.

18. Land Bank Funding Directive Discussion – 1st Reading - Requested by Secretary Rosa

Secretary Rosa stated that this discussion is on how the land bank is funded. This sets aside money every year.

Member Conway stated that she likes the idea, but the amount seems too high with the taxes this year. Secretary Rosa stated that he discussed the amount with Mr. Main and he was comfortable with it. Member Conway asked if this would change the budget numbers. Mr. Main stated that he would use free cash, surplus or sale of land. The last time we did the abutters sale; we used the funds for this account. There are currently 800 pieces of town land.

Member Riley asked how much taxes would this add. Mr. Main replied none. Member Riley asked what the goal of this account is. Secretary Rosa replied that it is for land preservation that would be coupled with CPA funds to put Article 97 protections or 61A and 61B property designation. Member Riley asked if this is our policy or Town Meeting. Secretary Rosa stated that it is our policy on what type of money to put into the account, but Town Meeting decides how to use it.

Vice Chair Favreau stated that she is not opposed.

Chair Burrows stated that he would agree.

Member Conway asked this be sent to Town Counsel for review.

Approval of Meeting Minutes

19. October 28, 2024 Special Meeting

MOTION - Secretary Rosa made a motion to approve the Select Board meeting minutes of October 28, 2024 Special Meeting as submitted. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.



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20. November 4, 2024 Regular Session

MOTION - Secretary Rosa made a motion to approve the Select Board meeting minutes of November 4, 2024 Regular Session as submitted. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

21. November 22, 2024 Special Meeting

MOTION - Secretary Rosa made a motion to approve the Select Board meeting minutes of November 22, 2024 Special Session as submitted. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

22. December 5, 2024 Special Meeting

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

Meeting Schedule

March 3, 2025 and March 17, 2025

MOTION - Secretary Rosa made a motion to adjourn the regular meeting of February 24, 2025 at 8:50 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Member Conway voted Aye, Secretary Rosa voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*



**TOWN OF BILLERICA
SELECT BOARD MINUTES
FEBRUARY 24, 2025**

Exhibits for the Select Board Meeting – February 24, 2025

Call to order 6:00 PM

1. **Open Microphone** – No Exhibits

Announcements

2. **Vacancies on Boards and Committees** – Vacancy List dated 02/18/25
3. **All other announcements may be viewed on the Town of Billerica website**– No Exhibits

Proclamation and Public Recognition

4. **Franck Moron – 1,000 points for Shawsheen Tech Basketball** – Memo dated 02/12/25
5. **Black History Month** - Proclamation
6. **Vietnam Veteran’s Day – March 29, 2025** – Memo dated 02/18/25, Flyer, Proclamation

Public Hearings

New Business (Quick Items)

7. **Discussion and Possible Vote on Gift Acceptance – Donation From the Estate of Anthony R. Cataldo to the Billerica Fire Department** – Gift Acceptance Form, Last Will and Testament of Anthony R. Cataldo
8. **Right of First Refusal – 159 Allen Road, Unit #22** – Memo from BHA dated 02/12/25, Email from B. Correnti dated 01/23/25
9. **Billerica Community Farmer’s Market (BCFM) – Application for Outside Entertainment License – Mondays from June 16th to October 6th, 2025 from 12:00 PM – 8:00 PM (Operating Hours from 3:00 PM – 7:00 PM) AND Request (4) 18” x 24” Signs on the Town Common on Market Days (Mondays) AND Request Waiver of All Fees** – Billerica Application dated 02/12/25, Public Hearing Notice, Abutters List dated 02/24/25

Appointments

10. **Billerica Housing Authority – Tenant Member – Polixeny “Jenny” Economou** – Application dated 06/05/24, Email from P. Economou dated 02/12/25, Email from D. McDowell dated 02/24/25

Presentation

11. **At Home in Greater Lowell – NMCOG Presentation** – Presentation dated 02/24/25, Goals and Strategies

Committee Reports

Old Business

12. **Town Managers’ Update** – Town Managers Update dated 02/24/25
13. **Griggs Farm Update – Requested by Vice Chair Favreau** – No Exhibits

New Business

14. **Starter Home Zoning District – Discussion and Possible Vote – Requested by Vice Chair Favreau** – Draft Starter Home Zoning Overlay Districts
15. **Policy on Transparency and Accountability in Settlement Agreements – Non-Disclosure Provisions Prohibited – 1st Reading – Requested by Vice Chair Favreau** – Draft Policy dated 02/20/25, Email from D. Favreau dated 02/23/25



**TOWN OF BILLERICA
SELECT BOARD MINUTES
FEBRUARY 24, 2025**

16. **2025 Community Funds Grants – Review of Applications Submitted to the Select Board** – Memo from D. McDowell dated 02/19/25, Talley Sheet, Applications: 250th Committee, Billerica's Farmer's Market, Community Pantry, Historical Society, Lions Club, Playground Project, Public Library, Scholarship Foundation, Boys and Girls Club, Friends of the COA, Beautiful Billerica, Locke Middle School, Marshall PTO, Shawsheen Tech, Sunshine Gals
17. **Swanson Meadows Discussion – Requested by Chair Burrows** – Email from J. Moran dated 02/16/25 & 02/23/25, Brooks & DeRensis dated 02/24/25
18. **Land Bank Funding Directive Discussion – 1st Reading - Requested by Secretary Rosa** – Directive undated
- Approval of Meeting Minutes**
19. **October 28, 2024 Special Meeting** – SB Minutes of 10/28/24
20. **November 4, 2024 Regular Session** – SB Minutes of 11/04/24
21. **November 22, 2024 Special Meeting** – SB Minutes of 11/22/24
22. **December 5, 2024 Special Meeting** – SB Minutes of 12/05/24

Meeting Schedule

March 3, 2025 and March 17, 2025

Approved On: June 16, 2025