



Town of Billerica
365 Boston Road
Billerica, Massachusetts 01821

Town Manager Screening Committee

Michael Riley, Chair

Donald Damon

Annette Famolare

Meredith Lovell

Daid Gagliardi, Vice Chair

Michael Domina

Edward Giroux

Joshua Mahoney

Michael Rosa

Mary K McBride, Secretary

Brian Dorrington

Sandra Giroux

Blake Robertson

April 29, 2025

Haines Conference Room & Via Zoom

RECEIVED
MAY 1 2025
TOWN OF BILLERICA

Meeting called to order by Chairman, M Riley @ 6:06....delayed due to technical difficulties @
Town Hall

Pledge of Allegiance

Roll Call

Absent: B Robertson, M Domina & A. Famolare

M Riley led discussion regarding the change in the Committee's request previously indicated as an RFS (Request for Service) to an RFP (Request for Proposal). In speaking with a few companies, going with an RFP will give us the opportunity to do what is best for Billerica. Requesting a change from an RFS to an RFP brings back in the scoring criteria.

M Rosa indicated that it makes sense to go back to RFP. It is the best choice for the Town.

M Riley thanks to M McBride for all she does in putting this all together.

Motion made by D Gagliardi and seconded by M Rosa to change from an RFS to an RFP process. Voted yes 10-0

B Dorrington has a question on the deadline, he feels that it is 2 weeks from the posting being published. M Riley indicated that that differs from what he has been told. Postings will be in the Town Manager's Office and the Selectboard's Office tomorrow and will be there for 10 days.

M Riley indicated that we will send to a minimum of 5 companies. The Collins Center asked him to send a request to them as they would like the opportunity to make a proposal.

Motion to Adjourn made by M Rosa and seconded by D Gagliardi @ 6:14. Voted yes 10-0.