



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

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

**Members Absent:** None

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

**Call to Order 6:00 PM**

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

The Pledge of Allegiance was recited.

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

**1. Open Microphone**

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

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

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

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

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

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

**Announcements**

**2. Vacancies on Boards and Committees**

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

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



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**Proclamation and Public Recognition**

**4. Christina Byron**

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

**5. Agenda Item Removed**

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

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

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

**Public Hearings**

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

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

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

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

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

Member Rosa asked besides the abutters here tonight, have any other abutters had reached out. Mr. Sathler replied no. Member Rosa asked if you have read the DPW comments and know that you need to reach out to them directly to mark the water and sewer.. Mr. Sathler replied yes. Member Rosa stated that we can add a condition that National Grid cannot remove any trees.

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

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



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

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

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

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

Paulo Sathler from National Grid appeared for the public hearing.

Member Rosa asked if any abutters had reached out. Mr. Sathler replied no. Member Rosa asked if you have read the DPW comments and know that you need to reach out to them directly to mark the water and sewer and also there is a sewer line so some of the portion of the trench will have to be hand dug if necessary. Mr. Sathler replied yes.

There were no public comments from the audience or online.

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

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

**New Business (Quick Items)**

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

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

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



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

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

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

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

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

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

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

**12. Discussion and Possible Vote on Gift Acceptance:**

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

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

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

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

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



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

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

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

**Appointments**

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

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

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

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

**Committee Reports**

**Old Business**

**16. Water and Sewer Rates Presentation – 2<sup>nd</sup> Reading**

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

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

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

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

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





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**17. Gift Acceptance Policy – Section 46 – 2<sup>nd</sup> Reading – Requested by Member Rosa**

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

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

**18. Discussion of Calendar Year 2025 Goals**

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

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

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

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

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

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

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

**19. Agenda Item Removed**

**20. Town Manager's Update**

Mr. Dillon gave the Town Manager's Report.

**Formlabs**

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

**Boston Road North (North of Town Center)**

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



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**Municipal Aggregation Program**

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

**MRI**

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

**Rangeway Road Sewer Betterment**

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

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

**North Billerica MBTA Station**

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

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

**Roadway Management 2025**

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

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

**FY25 One Stop Grant Applications**

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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





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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

**New Business**

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

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

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

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

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

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

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

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



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

**Approval of Meeting Minutes**

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

**27. February 24, 2025 Regular Meeting**

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

**28. March 3, 2025 Regular Meeting**

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

**29. March 17, 2025 Regular Meeting**

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

**30. May 08, 2025 Special Meeting**

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

**31. May 20, 2025 Special Meeting**

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

**32. May 23, 2025 Special Meeting**

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

**33. May 29, 2025 Special Meeting**

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

**Meeting Schedule**

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

**Executive Session**

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

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

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



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

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

*Respectfully Submitted by Dawn McDowell,  
Recording Secretary*

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



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

**Exhibits for the Select Board Meeting – June 16, 2025**

**Call to order 6:00 PM**

1. **Open Microphone – No Exhibits**

**Announcements**

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

**Proclamation and Public Recognition**

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

**Public Hearings**

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

**New Business (Quick Items)**

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

**Appointments**





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

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

**Presentation**

**Committee Reports**

**Old Business**

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

**New Business**

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

**Approval of Meeting Minutes**

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**Meeting Schedule**

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**Executive Session**

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

**Approved On: October 20, 2025**