



**SELECT BOARD**  
TOWN HALL  
365 BOSTON ROAD  
BILLERICA, MASSACHUSETTS 01821  
978-671-0939  
FAX: 978-671-0947

RECEIVED  
2026 MAY -1 A 9:11  
TOWN CLERK  
BILLERICA

Michael A. Riley, Chair  
Jillian K. Pavidis, Vice Chair  
Daniel R. Darris-O'Connor, Secretary  
Michael S. Rosa, Member  
Dina M. Favreau, Member

**SELECT BOARD AGENDA**  
May 4, 2026, at 6:00 PM  
365 BOSTON ROAD, THOMAS CONWAY HEARING ROOM #205 AND HYBRID

<https://us02web.zoom.us/j/83477138002>  
phone 1-929-205-6099

1. Call to Order 6:00 PM **Amendment #1**
2. Pledge Allegiance
3. Open Microphone

In accordance with the Massachusetts Open Meeting Law (M.G.L. c. 30A), the Select Board will not deliberate on matters not listed on the agenda.

4. Announcements

- a. Vacancies on Boards and Committees
- b. All other announcements may be viewed on the Town of Billerica website
- c. Actions taken on April 27, 2026 Executive Session-Release of Executive Minutes

5. Proclamations

6. Consent

- a. 09.22.25 Draft Select Board minutes
- b. 12.19.25 Draft Select Board minutes
- c. 12.15.25 Draft Select Board minutes
- d. 11.17.25 Draft Select Board minutes
- e. 02.23.26 Draft Select Board minutes
- f. 03.02.26 Draft Select Board minutes
- g. 03.16.26 Draft Select Board minutes
- h. 04.09.26 Draft Select Board minutes
- i. Actions taken on April 27, 2026 Executive Session-Release of Executive Minutes:  
April 26, 1999, May 3, 1999, November 15, 1999, July 15, 2002, April 26, 2004, September 13, 2004,  
May 3, 2004, April 3, 2006, May 1, 2006, March 24, 2008, April 9, 2026

7. Presentations

- a. Gazebo Survey Results

**8. Public Hearing**

- a. **Transfer of Ownership-Flammable Storage License (M.G.L. c. 148, §13)**  
**M4 Services, LLC d/b/a Pace Energy (currently operating as Gulf Express), 261 Boston Road** - Public Hearing on an application for a Transfer of Ownership for a license to Keep, Store, Manufacture or Sell Flammables or Explosives, pursuant to M.G.L. c. 148, §13.

**9. New Business**

- a. Discussion and Vote to add articles to the Special Town Meeting Preliminary and Final Warrant for May 19, 2026. The Chair is aware of the following potential articles, however, only those articles submitted in accordance with the Town Charter by 4pm on May 1 will be considered for inclusion on the warrant:
- i. An article authorizing the Select Board or the School Committee to grant an easement for electric distribution purposes over 10 Biagiotti Way (Assessors Parcels 39-91-0, 49-380-0, 39-92-0) and a portion of land off Baniulis Road (Assessor's Parcel 39-7-1);
  - ii. An article restricting the use of the Cider Mill Parcels (Assessors Parcels 51-75-0, 51-60-27, 51-54-3, and 51-74-0) for passive recreation, open space, and conservation purposes.
  - iii. An article to fund a feasibility study on behalf of the Shawsheen Valley Technical High School located at 100 Cook Street, Billerica and for which the District may be eligible for a Massachusetts School Building Authority construction grant.
- b. Discussion and Vote to issue the Preliminary and Final Warrant for the Special Town Meeting Final Warrant for May 19, 2026
- c. Discussion and Vote to recommend the articles as submitted for the Special Town Meeting Final Warrant for May 19, 2026

**10. Old Business**

- a. Discussion and Vote to recommend Warrant Article for the Annual; Spring Town Meeting

**11. Town Manager's Report**

**12. Meeting Schedule**

May 7<sup>th</sup> (if Needed for Town Meeting) May 18, 2026 & June 1, 2026

**13. Adjournment**



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2026 APR 30 P 2:47

TOWN CLERK  
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Michael S. Rosa, Member  
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7. **Presentations**

- a. Gazebo Survey Results

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May 7<sup>th</sup> (if Needed for Town Meeting) May 18, 2026 & June 1, 2026

**12. Adjournment**



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
SEPTEMBER 22, 2025**

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

**Members Absent:** None

**Staff Present:** Town Manager Christopher Dillon 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.

Chair Pavidis called for a moment of silence for Anapum Wali who recently passed.

**1. Open Microphone**

Janet Moran of 218 Rangeway Road #294 – Ms. Moran stated that she would like to speak about Article 38. She is President of Phase II and a Town Meeting member. Last year, the Select Board and Planning Board voted against a development at Swanson Meadows. They are allowed to build 40-45 single family homes and now they are asking for a zoning overlay to build condos. Last year, they wanted 192 units and this concept plan is showing 160 units. This is a conceptual plan only and they are using stock photos. They will maximize the site and traffic and noise will be substantial. They will have to cut 1,000 trees and they will eliminate green space.

Michael Pendleton/Dick Coluantoni - Mr. Pendleton stated that he wanted to speak about Anapum Wali who just passed way. Mr. Wali was a ZBA member for 10 years and he was a bright and valued individual. He asked that the Select Board send a letter to his wife in appreciation of his service. He will be missed.

Grace Tucci of 7 Carson Street – Ms. Tucci stated that she would like an update on the audit and website for the next meeting. She would also like the recordings of the boards and committees updated on the website.

Prakash Gound of 218 Rangeway Road #211– Mr. Gound stated that he is against the rezoning for Swanson Meadows.

Pallavi Dedlia of 216 Rangeway Road, #193 – Mr. Dedlia stated that it is not clear on the zoning change for Swanson Meadows will affect us. There also seems like there are legal issues. What happens to the clubhouse if the golf course goes away. There is a noise issue now with the clubhouse. If this is on Parcel A and B, would this be spot zoning?

**MOTION** – Member Rosa made a motion to send a letter to Anapa Wali's family, thanking them for his service. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0.

Rose Chersiykski of 218 Rangeway Road #1104 – Ms. Chersiykski stated that she is a trustee of the condo association. There are 76% of residents opposed to this and they are requesting that this not be recommended to Town Meeting. There is a conservation restriction that is in perpetuity. The zoning doesn't change that. There is toxic waste, sewer problems, traffic, wetlands and noise.

Ms. Moran spoke again and asked what happens with the clubhouse because it's so noisy now. This would be spot zoning according to Kelley Sardina.

**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**

**Proclamation and Public Recognition**



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
SEPTEMBER 22, 2025**

**4. Billerica Girl Scouts Are Turning 100**

Secretary Darris-O'Connor read the proclamation for the Billerica Girl Scouts.

**5. Down Syndrome Awareness Month – October**

Secretary Darris-O'Connor read the proclamation for Down Syndrome Awareness Month.

**Public Hearings**

**6. Public Hearing – National Grid and Verizon - #31182613 – National Grid to install (1) JO Pole (Pole #89-50) on Allen Road beginning at a point ~635' southeast of the centerline of the intersection of Rolling Hill Road and Allen Road**

**MOTION** - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31182613 at 6:35 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Bryan Sathler of National Grid appeared for the public hearing. Mr. Sathler stated that this application is for a new pole.

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. Mr. Sathler replied yes.

There were no questions from abutters in person or via Zoom.

**MOTION** - Secretary Darris-O'Connor made a motion to close the public hearing for National Grid public hearing #31182613 at 6:36 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition for #31182613 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**7. Public Hearing – National Grid and Verizon - #31181799 – National Grid to install (1) JO Pole (Pole #14-50) on Pollard Street beginning ~295' south of the centerline of the intersection of Salem Road. The pole will be a 50' class H1 pole between Poles P14 and P15 and be located on Town property intersected by Salem Road and Hayden Road**

**MOTION** - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31181799 at 6:37 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Bryan Sathler of National Grid appeared for the public hearing. Mr. Sathler stated that this application is for a new pole to support the distribution system.

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. Mr. Sathler replied yes.

There were no questions from abutters in person or via Zoom.

**MOTION** - Secretary Darris-O'Connor made a motion to close the public hearing for National Grid public hearing #31181799 at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition for #31181799 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.



**TOWN OF BILLERICA  
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**8. Public Hearing – National Grid and Verizon - #31168498 – National Grid to install (1) JO Pole (Pole #P2-50) on Cook Street beginning at a point ~240’ northeast of the centerline of the intersection of Boston Road mid-span between poles P2 and P3 Cook Street. Pole will be located on town property intersected by Boston Road and Covington Avenue.**

**MOTION** - Secretary Darris-O’Connor made a motion to open the public hearing for National Grid #31168498 at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Bryan Sathler of National Grid appeared for the public hearing. Mr. Sathler stated that this application is for a new pole.

Member Rosa asked if any abutters had reached out. Mr. Sathler replied no. Member Rosa asked if you have read the DPW comments. Mr. Sathler replied yes. Member Rosa stated that the DPW has stated that the pole is proposed to be installed on a paved sidewalk with less than 36”. He will not support this. We have worked really hard to have poles removed from sidewalks and will not support adding a new one.

Member Favreau stated that adding a pole in the sidewalk is not in line with complete streets policy and will not support this.

There were no questions from abutters in person or via Zoom.

**MOTION** - Secretary Darris-O’Connor made a motion to close the public hearing for National Grid public hearing #31168498 at 6:40 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**MOTION** - Secretary Darris-O’Connor made a motion to approve the National Grid pole petition for #31168498 as presented. There was no second. The motion fails.

**Interviews**

**9. Town Counsel Interviews: - Brooks & DeRensis**

Paul DeRensis appeared for the interview for Town Counsel. Attorney DeRensis stated that they have been Billerica’s Town Counsel for a year and a few months. We’ve been operating under a retainer system, but they are willing to negotiate as long as it works for both sides. Our rates are 20% less than Harrington Heep. We took over from your previous Town Counsel, and it took longer and was more difficult than it should have been. It was a hard transition. There was a flood of backlogs and many upheavals. There have been changes in the Town Manager, in Select Board Chairs as well as many disputes between Board members. They have hired Attorney Moreira as Billerica’s point of contact. They have accomplished a lot for the Town and have had success in courts. We have invested a lot of time in Billerica and with our reputation, there is no need to go elsewhere. We have 20 lawyers and 9 paralegals, and we just hired a 30-year experienced land use attorney. Our Real Estate department with 7 attorneys will be available to Billerica. John Ruggieri joined the meeting via Zoom. Attorney Ruggieri stated that he is the Chair of the Real Estate Department with over 30 years of experience and has been involved in the Yankee Doodle Bike Path, and procurement. They also have Attorney Clements on staff that have over 30 years’ experience in land use and zoning matters.

Member Rosa stated that there have been bumps in the road and he knows that Mr. Dillon has some issues with the billing. We have a retainer, but we have had multiple meetings to discuss issues and concerns we are having. Mr. Kopelman was agreeable to some of our ideas and maybe some of them have been incorporated but there have been issues that were not always clear and concise. The hiring of Attorney Moreira has helped with response time, but we are getting billed for his time at attorney rates. Attorney DeRensis stated that only when he provides legal opinions. Member Rosa stated that when you took over from KP Law, you said that they did not provide a lot of our files and you had to recreate them. We asked you to track the time separately, but you never did that. This was frustrating because we made it very clear that we wanted to try to recoup that. There have been issues like with AT&T lease on the water tower. This was sent to Attorney Hucksam, and he didn’t do anything about it. We need to have trust that



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our Town Counsel explores all avenues. He likes that the cost is less, but they have spent significantly more than what we have paid in the past. Before Mr. Dillon came, no one was reviewing what was covered by the retainer.

Secretary Darris-O'Connor thanked them for coming but to be honest, he has dire concerns that Brooks and DeRensis can represent Billerica. Does Brooks & DeRensis have a dedicated municipal law unit. Attorney DeRensis stated that everyone is a municipal law member, but we do other private business but we can handle a wide range of issues. Secretary Darris-O'Connor asked how many towns you represent. Attorney DeRensis replied seven towns with 20 lawyers. Harrington Heep represents 27 towns with 13 lawyers. Secretary Darris-O'Connor stated that we need timely responses. There was a question asked about the reorganization of the Select Board, and it took over a week to answer. Attorney DeRensis stated that every Select Board member has access to Town Counsel and we were getting conflicting information and politics aside, we did provide legal opinions. Secretary Darris-O'Connor asked why there were multiple opinions on the preliminary warrant. Attorney DeRensis stated that they were editing articles and they did not get the full story. Secretary Darris-O'Connor stated that we need timely opinions regardless of who asks. Secretary Darris-O'Connor stated that at Town Meeting there was a motion to move the question and was asked if a simple majority vote was required or a 2/3 vote and we couldn't get a clear answer. Attorney DeRensis stated that this dealt with MBTA and it was a not a clear issue.

Vice Chair Burrows stated that he is concerned with response time with department heads. He doesn't want a personal opinion; he wants to know what the law is. When bad information is given, it drops your credibility. The bills have been astronomical, and he wonders what is covered under the retainer. Attorney DeRensis stated that they put Attorney Moreira in charge of getting timely answers and early on it was a flood gate. There are changing opinion because we are not given all the relevant information and we need to give an opinion based on the information given. Vice Chair Burrows stated that the Chair was supposed to be cc'd on every email and that was not happening. Attorney DeRensis agreed that was an issue and we fixed that.

Member Favreau prefaced her comments that the opinion for the preliminary warrant was thorough. Your firm has not been responsive in the last six months. We met in January in Executive Session to discuss deficiencies. Some issues have improved but some haven't. What would your firm do differently if selected. Attorney DeRensis stated that we have provided tracking for questions received and we provide it weekly. Member Favreau stated that she hasn't seen that. Chair Pavidis stated that it goes to herself and the Town Manager. She can send it to the entire Board. Member Favreau asked what would be done differently. There are issues with response time, different opinions, lack of trust, accuracy of law. Attorney DeRensis stated that we are told one story and then someone comes to us with different information, it's hard to give an accurate opinion. Member Favreau asked what the recommendation would be moving forward because we need adequate legal counsel. There have been some improvements but not quite enough. Attorney DeRensis stated that the full board should get the tracking log and sometimes the law is not clear.

Mr. Dillon stated that you have 20 attorneys representing 7 towns but how many municipal attorneys are on staff. Attorney DeRensis replied 16. Mr. Dillon asked how many do only municipal law. Attorney DeRensis replied 6. Mr. Dillon asked if you are not selected, what is the transition plan. Attorney DeRensis replied that they would never do what KP Law did and will always protect the town.

Chair Pavidis stated that there have been a lot of changes. What happens when five Select Board members have facts that they believe are true. The response time has improved but is still lacking. Attorney DeRensis stated that the Board should use the Town Manager as a clearing house. All correspondence should go through the Town Manager, and the Town Manager would send it to Town Counsel.

Member Rosa stated that per our policies and procedures, both the Town Manager and Town Counsel are appointed by this Board. Our policies require that the Chair and Town Manager be copied on all emails to Town Counsel. If you receive conflicting questions, reach out to Town Manager. Member Rosa asked if Brooks & DeRensis has the bandwidth to handle Billerica. Attorney DeRensis replied yes.



**TOWN OF BILLERICA  
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Attorney DeRensis stated that they are willing to work with the Town on the policies and procedures and with the retainer. There has been a lot of upheaval and things have quieted down. We have made an investment in the Town and they welcome feedback from the department heads.

**New Business (Quick Items)**

**10. Discussion on Upcoming Veteran's Events – Requested by Donnie Jarvis**

Donnie Jarvis joined the meeting. Mr. Jarvis stated that there are a lot of events coming up for Veterans. They have sent out over 2,000 postcards for the events. On October 13<sup>th</sup>, the US Navy is turning 250. They will be holding a pig roast at the Pinehurst VFW. On October 25<sup>th</sup>, there will be a resource fair at Town Hall. They will be handing out over 500 jackets; haircuts will be available and the 99s will be providing lunch. On the Sunday before Veteran's Day, they will host a Veteran's Honor Stroll at Vietnam Veterans Park. They will use the soccer fields for activities. The Monday before Thanksgiving, they will be giving out 100 turkeys with the trimmings. On December 16<sup>th</sup> there will be the holiday party. They will have 300 seats and this year they will add delivery for those Veterans who can't make it. They will be doing Christmas stockings and will also coordinate with the assisted living facilities in town. Any leftover stockings will be given to the Bedford VA.

Chair Pavidis thanked Mr. Jarvis and the Honor Platoon.

**11. Signs in the Common – Request (4) 18" x 24" Signs for the Billerica Honor Platoon –Veteran's Honor Stroll on November 2, 2025 from October 13<sup>th</sup> to November 2<sup>nd</sup> – Requested by Veteran's Agent Donnie Jarvis**

**MOTION** – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for the Billerica Honor Platoon –Veteran's Honor Stroll on November 2, 2025 from October 13<sup>th</sup> to November 2<sup>nd</sup>. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**12. Signs on the Common – Request (4) 18" x 24" Signs for Wreaths Across America from November 17<sup>th</sup> to December 5<sup>th</sup> – Requested by Veteran's Agent Donnie Jarvis**

**MOTION** – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for Wreaths Across America from November 17<sup>th</sup> to December 5<sup>th</sup>. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**13. Signs on the Common – Request (4) 18" x 24" Signs for the North Billerica Baptist Church Annual Craft Fair on Saturday, October 18, 2025 from October 12<sup>th</sup> to October 18<sup>th</sup> – Requested by Diana Fowler**

**MOTION** – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for the North Billerica Baptist Church Annual Craft Fair on Saturday, October 18, 2025 from October 12<sup>th</sup> to October 18<sup>th</sup>. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**14. Use of the Common – Request Use of the Town Common on Saturday, October 18, 2025 from 2:00 PM to 6:00 PM for a Gospel Music Rally – Requested by Ester Lwebuga from Global Evangelical Church, 34 Linnel Circle**

Ester Lwebuga joined the meeting. She has been at the church since 2020, and they have a lot to offer and invited everyone to join them on the common.

**MOTION** – Secretary Darris-O'Connor made a motion to approve the use of the Town Common on Saturday, October 18, 2025 from 2:00 PM to 6:00 PM for a Gospel Music Rally. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**15. Signs on the Common – Request (4) 18" x 24" Signs for the BATV Annual Haunted House from October 11<sup>th</sup> to October 25<sup>th</sup> – Requested by Faith Brodi**

**MOTION** – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for the BATV Annual Haunted House from October 11<sup>th</sup> to October 25<sup>th</sup>. The motion was seconded by Member Rosa and unanimously voted 5-0-0.



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**16. Discussion on the Resolution in Support of Paint Stewardship Legislation – Requested by Thomas Irwin**

No one appeared for this agenda item.

Member Favreau asked if someone needed to be here. Chair Pavidis stated that she has questions. Member Rosa also has questions.

**Appointments**

**17. Local Cultural Council – Angela LoGuidice (Expiration June 30, 2027)**

**MOTION** – Secretary Darris-O’Connor made a motion to appoint Angela LoGuidice to the Local Cultural Council with an expiration date of June 30, 2027. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**Presentation**

**Committee Reports**

**Old Business**

**18. Town Manager’s Report**

Mr. Dillon thanked the Yankee Doodle committee. It was a great event last weekend and it was great to pull the community together.

Mr. Dillon stated that Mr. Russell and Ms. Conway will come before the Board on October 6<sup>th</sup>, but he has provided a memo from Ms. Conway. Member Favreau stated that she appreciates the follow up but she would like to discuss these responses with them in person.

**Free Cash, Water and Wastewater Retained Earnings Certified**

Mr. Dillon stated that earlier this week, the Town’s Free Cash, Water and Wastewater retained earnings were certified by the State. Free Cash was certified at \$5,362,862. The Water Retained Earnings was certified at \$1,642,414 and Sewer or Wastewater at \$3,502,299. You should have received the documents from the State, but if you did not please let us know so we can have you added to the distribution list.

**Planning and Economic Development**

He would like to take a second to recognize Katherine Malgieri and also Mark LaLumiere who are working tirelessly on keeping and attracting businesses to the Town of Billerica. He has sat in numerous meetings since he started with them and business owners to ensure the Town is meeting their needs and working with others to promote what our community has to offer. A few items the Board should be aware of include: • The grant application for a Rt 3 Corridor Study should be announced in the next few weeks. If awarded, this grant would pay for a consultant to further study the Route 3 corridor study and to see what other actions may be necessary to attract development at key locations. • Business in Focus magazine has published a feature on Billerica, highlighting the commercial and capital facilities projects done in town over the last 10 years. A second publication (also a national B2B) is in the drafting phase. • Small Business Administration (SBA) is working with staff to host an educational event to attract more manufacturing jobs. Event will include information like how to access capital and technical assistance. An exhibitor hall will also be open. Tentative date: November 18th. • A global company in town (with over 400 jobs currently) is outgrowing their space. They have conducted a “Stay or Go” assessment and are considering leaving Billerica instead of building on to what they have here. If they stay, the expansion will create 200 additional jobs. Additional discussion at a future Select Board meeting is expected.

Member Rosa stated that we would want to keep the global company in Town and we should do anything we can do. Mr. Dillon stated that we have been meeting with the company and will be before the Board when more information is available.



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**19. Discussion and Possible Vote – Design for the Police Station**

Mr. Dillon provided a memo from the meeting on August 11<sup>th</sup>. The Chief did a great job with the information and the needs of his department. A feasibility study was done and it determined that the current facility could maintain the Police Department but needed renovations including windows, space usage, etc. The renovation costs can range from \$5 million to \$11 million. We need to look if it could be addressed with debt stabilization. They will work with the police department and move this forward with the design piece to get real costs. They will ask Town Meeting for \$640,000 for an actual design phase to keep the ball moving and look at the priorities.

Member Rosa asked if the \$640,000 is to look at the whole thing. Mr. Dillon replied yes, we need to get the true costs.

Member Favreau stated that she agrees with the approach.

Secretary Darris-O'Connor stated that he is disappointed, he thought the feasibility study was done for the entire project already. The Police Department needs an update station. We were already going to take on debt that we didn't. We should try to get this done as soon as possible.

Chair Pavidis stated that this is not stalling but we need to get accurate costs for this project. This has to happen anyway.

**MOTION** – Member Favreau made a motion to approve a design study and fund the \$640,000 from free cash. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**20. Preliminary Warrant Discussion and Possible Vote – October Town Meeting**

Article 1

**MOTION** – Secretary Darris-O'Connor made a motion to recommend Article 1 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 2

**MOTION** – Secretary Darris-O'Connor made a motion to recommend Article 2 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 4

Mr. Dillon stated that “& Retained Earnings” should be deleted from the funding source. We will only use free cash.

**MOTION** – Secretary Darris-O'Connor made a motion to recommend Article 4 as amended to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 5

**MOTION** – Secretary Darris-O'Connor made a motion to recommend Article 5 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 6

Member Rosa stated that the land bank policy is to put \$500,000 in it. Mr. Dillon stated that there are too many uncertainties with none of the CBAs being settled and increasing electrical bills. If there is free cash available, they could make an additional deposit in the spring. Mr. Dillon stated that he fully supports the Land Bank, but there are some many unknowns. There will only be \$1 million in free cash.

Member Favreau asked if the teacher's agreement is complete. Mr. Dillon stated that it is tentative. The School Committee meeting is tomorrow. Member Favreau asked what happened with the electricity costs? Mr. Dillon stated that we are going over the costs and they are increasing. Amit Chhayani, Town Accountant joined the meeting. We have income from solar arrays, and they give us 16-17% savings but in the last three years, the rate has gone up. We



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are looking at a \$300K shortfall. FY26 was level funded and we did a budget amendment in the fall of FY24 for this and other items. We are looking at other solar projects in our region to see if we can buy credits at a discount.

Member Rosa stated that we shouldn't bridge budget gaps with free cash and get into trouble like the school did. Mr. Dillon stated that he can't answer for how the FY26 budget was done but will be presenting a more realistic budget for FY27. Member Rosa stated that we should be looking to add solar panels to our buildings to offset the electricity costs. Mr. Dillon stated that they have been looking at buildings that are designed to handle solar. Member Rosa added that we should look at adding additional money to the land fund if available.

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 6 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 8

Mr. Dillon stated that this is a placeholder. Town Counsel has stated that it is illegal to break up the school contracts. They must be handled as one article. Member Rosa asked what happens if one union doesn't settle. Mr. Dillon stated that if it is not settled, then the amount will be 0. Member Rosa stated that we need to be ready to discuss this at Town Meeting.

Article 15

Member Favreau stated that the explanation is missing and should be included.

Member Rosa stated that he would like more information on the UTV because the costs seem high. This article will be discussed at the next meeting.

Article 17

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 17 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 18

Member Favreau stated that we need to get an update from the Chair of this committee before we approve this. There have been a number of resignations and there are some concerns with not getting accurate Treasurer's Report.

Vice Chair Burrows asked if this article could go to the spring Town Meeting. Member Favreau asked if there was enough time if we waited until the spring. Mr. Chhayani replied yes, there should be. Member Favreau asked if this should be withdrawn. Secretary Darris-O'Connor asked if the 250<sup>th</sup> Committee can submit articles for the warrant.

**MOTION** - Vice Chair Burrows made a motion to withdraw Article 18. The motion was seconded by Member Rosa and voted 4-0-1. Secretary Darris-O'Connor abstained from voting.

Article 19

Member Rosa stated that we approved \$50,000 in 2018 and it took 7 years to spend this. He would recommend reducing the amount to \$25,000. Mr. Dillon stated that you have to remember that this was during COVID so there was not a lot of requests.

Mr. Chhayani stated that we acknowledge not every year is the same. There needs to be some flexibility, and each street acceptance is around \$5-\$6,000.

This article will be discussed at the next meeting.

Article 20

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 20 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.



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Article 22

Mr. Dillon stated that this article is for both water tanks inside and out. Member Rosa asked that we reach out to Town Counsel about the AT&T lease. There should have been \$56,192 a year put into a separate account. Mr. Chhayani stated that the money went into the General Fund. Member Favreau asked if we should create a debt stabilization account for this. Member Rosa stated that is a separate discussion. We need to look at a 10-year lease.

Member Favreau asked if we have already funded this. Mr. Dillon replied yes, there was an article for \$3 million but after further review there is additional damage inside and outside of the tank.

Article 30

Member Rosa stated that we already issued a license for this waiting for this easement document.

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 30 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 31

Member Rosa stated that we asked staff to look at the proposed parcels to see if there were any municipal need for them. The parcels in red will be pulled from the final article.

Member Favreau stated that she supports this and her family land was taken for taxes years ago and they are included in the list. We should add "in perpetuity" to the articles. Member Rosa asked that T

Ms. Malgieri stated that the redlines are from Town Counsel.

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 31 to Town Meeting with the addition of . The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 32

Member Rosa stated that the legal opinion is that this article is legal to form but it is not right. Chapter 44, Section 57, You can't change an MGL thru a Charter change. In the Charter, it says that a referendum petition is filed, the vote of Town Meeting is null and void. An article on debt needs a 2/3 vote. Secretary Darris-O'Connor stated that this is a loophole.

Member Rosa stated that Chapter 38, Acts of 2020 states when the law changed from 2/3 to a majority vote for housing, it required a change in the law and the Governor had to sign it.

Member Favreau stated that Town Counsel said this needs a public hearing. There is a Charter Committee that is reviewing the Charter and there is not enough time to review this before Town Meeting. Secretary Darris-O'Connor stated that Member Rosa had a Charter amendment that didn't go through the Charter Committee. This was brought up in Spring 2024 and Town Counsel said it was legal then and many other towns have this in their Charter.

This article will be discussed at the next meeting.

Article 34

Mr. Dillon stated that this will be discussed at the next meeting.

Article 35

Secretary Darris-O'Connor stated that this is a good start because its less restrictive.

**MOTION** - Member Rosa made a motion to recommend Article 35 to Town Meeting. The motion was seconded by Member Favreau and unanimously voted 5-0-0.

Ms. Malgieri stated that on June 11<sup>th</sup>, the Select Board held a special meeting and supported this idea.



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Article 36

Member Rosa stated that this would harm elderly people. There are costs associated with fines. He would rather see an escalation fee. Secretary Darris-O'Connor stated that this is already a bylaw.

Chair Pavidis stated that she is also concerned with someone who is not physically able to shovel the sidewalk. Secretary Darris-O'Connor stated that the police have discretion on how much time is given.

Mr. Dillon stated that the police will do what is right. Secretary Darris-O'Connor stated that this is about public safety and accountability.

Member Favreau stated that \$75 is steep for elderly and people on the fixed income. The police don't have staff for this enforcement and she will not support.

Vice Chair Burrows asked what happens if a person is handicap or if people go away for the winter. Perhaps we could look at increasing it to \$20.

**MOTION** - Member Favreau made a motion to recommend Article 36 to Town Meeting. The motion was seconded by Member Rosa and voted 2-3-0. The motion fails. Member Rosa, Vice Chair Burrows and Member Favreau voting against.

Chris Sennott, Chair of the 250<sup>th</sup> Committee, appeared to discuss Article 18.

Article 18

**MOTION** - Vice Chair Burrows made a motion to reconsider the vote taken on Article 18. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0.

Mr. Sennott stated that we need the money in advance to order the fireworks for the event. This money would be deposited by the Town Accountant's office and they would cut a check for the fireworks.

Member Favreau stated that she would like an update on the committee's activities at another meeting.

Member Rosa asked if Mr. Sennott could give an overview of the event planned. Mr. Sennott stated that we are also going to try to get corporate sponsors. The event would be on July 2<sup>nd</sup> and have fireworks, vendors, beer garden, etc.

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 18 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 37

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 37 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Member Rosa asked that this be put in the tax bills for information.

Article 38

Attorney Brian Tirell stated that they are requesting to put a zoning overlay on three lots. This would allow possibility of 55+ development over 100 acres. Currently, they are allowed to build 45 single family homes by right. This would bring in children and possible ADUs. The overlay would provide options for 162 units over 55 multifamily development. This would bring in significant recurring revenue and 15% affordable units. There would also be a 70% local preference. The market rate units would be \$875,000 and the affordable units would be \$310,000. There would be revenue of \$1.35 million in real estate tax and more in excise tax. The building fees would also be about \$1 million. This article is for rezoning only and not for development. That would still need Planning Board approval. If this passes, they would work with staff, the Planning Board and the neighbors. Last year, the applicant requested a release of the restriction/covenant, but they haven't this time. We cannot do the final plans until the zoning passes. The Planning Board was a 3-3 split with one member missing.



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Chair Pavidis stated that the owner could build 45 single family homes by right. This article deals with zoning only.

Janet Moran of 216 Rangeway Road – Ms. Moran stated that the Planning Board voted 3-3. There are 60 acres for the golf course and 40 acres behind it. This would require a homeowner's association with 15% being affordable. The proposal last year was for \$1 million houses that people cannot afford. We would become a city.

A resident spoke and said there are environmental concerns and we have been told that the covenant expires after 30 years but we would like Town Counsel's opinion on that. Our condos are priced at \$730K - \$780K and they are older so what would these new units cost. They would not be affordable.. We've had to deal with septic issues, road issues and bad builders.

Ralph Deldon of 216 Rangeway Road – Mr. Deldon stated that we have been looking at this for years and worked with the Town for what is best for the Town and the abutters. Our townhouses have 80 units on 10,000 SF, this proposed development would be more spreadout. We can't guarantee a 40R development wouldn't go there.

Al Tassone of 216 Rangeway Road – Mr. Tassone stated that he was on the HOA board but resigned. He is in favor of a 55+ development but last year we pulled the two articles but they keep bringing them up. That was a different proposal. The HOA wants guarantees but they can't get them until the zoning passes but we gave them an MOU. The Board needs to stick with the subject of the article. He would like to know why a 3-3 vote at the Planning Board was a loss.

Dan Clark of 218 Rangeway Road – Mr. Clark stated that they are opposed to the zoning article, but it is all for affordable housing.

Another abutter stated that it is premature to do a zoning change. The residents are against it, and they are not sure why a 40B or 40R is being brought up. There is pressure to help release covenant. They are not against something, but it's the way it's being done. It's distributive. There are other ways to develop this property. The golf course raises house values by 15-30%. 55+ housing is valuable but not here. The open space and green space is important.

Another abutter stated that this is not good for the abutters. There is noise now. There is a dump now on the Dupont property. There are also Conservation issues.

Attorney Tirell stated that the vote of the Planning Board is not a fail, it was a split vote, and it was not a negative recommendation. Member Favreau stated that the Planning Board recommendation says it did not recommend. Attorney Tirell stated that if he lived next to a golf course, he would not want it to change. This is part of your Master Plan. The Town is in control. There have been some mis-statements. If developed into single family homes, there would be no affordable units. Our estimates on costs is conservative. On the record, there would be no more than 162 units. It was stated that the owner is a bad builder, but the property values keep going up, which is contradictory.

Ms. Moran stated that Roberts Rules state that a 3-3 tie is a failed motion.

Katherine Malgieri, Planning Director – Ms. Malgieri stated that the Planning Board did not issue a positive or negative recommendation.

Member Rosa stated that the residents have been complaining about Rocco Scippa for years and he doesn't know why Mr. Deldon and Mr. Tassone are now supporting the push for zoning. The owner can make more money with higher density, and this zoning would elevate the value on a property the Town may want to buy and run a golf course. He doesn't agree with proposed calls to police and fire, he believes it's too low. There will be an increase in taxes but there will also be a need for more water. It is correct that the largest growing demographic is seniors, but this seems like it would be a lateral move and would not be affordable. He is not in favor of this zoning and would rather see single family homes.

Mr. Deldon stated that Member Rosa should be ashamed. He didn't help us with sewer when Kennady Meadows went by.



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Member Favreau stated that this is the fifth time this has been before us since she has been on the Board and she voted this down three times. There are multiple restrictions and they are in perpetuity. There is a Conservation Restriction, and the Right of First Refusal has no expiration. Town Counsel stated that the Select Board had to refer this article to the Planning Board for a public hearing and that never happened. Besides the Conservation Restriction and Right of First Refusal there are multiple restrictions that remain in perpetuity. There is an industrial use restriction on Parcel B and part of the 127 acres there is a restriction for no housing. Affordable units would be \$600,000 not \$300,000. She requests that the documents that we were provided tonight be sent to Town Counsel prior to Town Meeting.

Chair Pavidis stated that they need to get the date the right of refusal expires. If it is 2029, then they can build whatever they want. Member Rosa stated that it is currently rural residential, so they can build single family homes.

Attorney Tirell stated that under State Law, the restriction conveyance is limited to 30 years and it is not in the document.

Ms. Malgieri stated the zoning is already rural residential and it comes down to what the vision for the town is. Do you want single family homes or a 55+ development?

Secretary Darris-O'Connor stated that it's going to come down to the majority of Town Meeting. If you are pro-business and willing to invest, we should look at new growth to help support the cost of the projects we want and help run our government. Elderly zoning is positive and we already have a zoning overlay for this.

Vice Chair Burrows stated that this is just a zoning change. This is not for building. We should be part of the conversation about what goes here. If single family homes are built, there will be impacts to the schools and each house could build an ADU which means more traffic will go through here as opposed to a 55+ development.

**MOTION** - Secretary Darris-O'Connor made a motion to recommend Article 38 to Town Meeting. The motion was seconded by Vice Chair Burrows and voted 3-2-0. The motion passes. Member Rosa and Member Favreau voting against.

**21. Discussion and Possible Vote to Award the RFP for Town Owned Farm Land**

Karen Kaminski appeared for discussion on the RFP for Town Owned Farm Land. Ms. Kaminski stated that she went into the hallway with Mr. Griggs and they spoke on this RFP. They would like to talk about joining forces on this project. Bill Griggs joined the meeting and said that they are going to walk the farm together and see what we can do.

Member Favreau asked if there is a deadline for this RFP. Mr. Dillon replied no.

Member Rosa stated that you can come back on October 6<sup>th</sup> and if you are not ready, just let the office know.

**22. Discussion and Vote on Gift Acceptance:**

**a. Veterans' Services**

- i. Donation of a Pizza Oven to be used in office for Veterans (Estimated Value \$1,000)
- ii. Donation of a Handicap Ramp to be used for Veterans (Estimated Value \$1,000)

**b. Billerica Public Library**

- i. Donation of (5) Chromebooks (Estimated Value \$1,875) to be used by the library
- ii. Donation of (35) Period Packs (Estimated Value \$40) to be offered to the public
- iii. Donation of (4) \$20 Gift Cards for Boom Boom Games for prizes in the Teen Summer Reading Program
- iv. Donation of (15) gently used board games (Estimated Value \$500) to be used as prizes, added to the library collection and made available in the Teen section
- v. Donation of (1) Neuroshield board game (Estimated Value \$40) to be added to the library collection



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- vi. Donation of (20) Dental and Period Packs (Estimated Value \$50) to be offered to the public
- vii. Donation of (7) board games (Estimated Value \$15-\$30 per game) to be used as prizes
- viii. Donation of a bouquet of flowers (Estimated Value \$45) to be displayed in library

**MOTION** - Secretary Darris-O'Connor made a motion to recommend the gift donation as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**Executive Session**

**23. Executive Session Pursuant to G.L. c. 30A, § 21A (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 Manager's Contract**

**MOTION** - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L. c. 30A, § 21A (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 Manager's Contract at 11:03 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Favreau voted Aye, Member Rosa voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

The meeting was called back to order at 11:37 PM.

**New Business**

**24. Discussion and Possible Vote on Town Manager's Contract**

Member Rosa stated that they just met in Executive Session to discuss the Town Manager's contract. Member Rosa gave a recap of the contract.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Town Manager's contract for Christopher Dillon as amended. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**25. Discussion and Possible Vote on Town Counsel Appointment**

Member Favreau stated that it was not a secret that she is unhappy with our Town Counsel. She has raised concerns all last year and she would not recommend Brooks and DeRensis. Chair Pavidis agreed. Member Favreau stated that she is disappointed that she did not receive the weekly updates, because that could have weighed on her choice. She would still like to receive the copies.

Secretary Darris-O'Connor stated that he was very impressed with Harrington Heep. Chair Pavidis stated that she agreed. Secretary Darris-O'Connor stated that Brooks and DeRensis does not have the competence to deal with Billerica.

Member Rosa stated that it is not easy either way. There have been issues with billing and things that should have been covered under the retainer. Brooks and DeRensis is less expensive, but he doesn't think we are going to save money. We need to make sure we tighten up the language in the retainer.

Mr. Dillon stated that he has not been here entire time with Brooks and DeRensis, but he has been impressed with Harrington Heep. He believes that they will hit the ground running and they would be a good decision.

Vice Chair Burrows stated that in the legal bills, Harrington Heep may not be cheaper, but they are not going to be legal opinions three times. Noemi has been great but Brooks and DeRensis is not the right fit here.

**MOTION** - Secretary Darris-O'Connor made a motion to appoint Harrington Heep as Town Counsel. The motion was seconded by Member Favreau and unanimously voted 5-0-0.



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**26. Discussion and Possible Vote on the Creation of a Town Counsel's Contract Negotiations Sub-Committee – Appointment by the Chair**

**MOTION** - Secretary Darris-O'Connor made a motion to create a 2 member Town Counsel contract negotiation subcommittee to be appointed by the Chair. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**Approval of Meeting Minutes**

The minutes will be discussed at the next meeting.

**27. June 2, 2025 Regular Meeting**

**28. June 11, 2025 Special Meeting**

**Meeting Schedule**

October 6, 2025, October 7, 2025 (Town Meeting, If Needed), October 9, 2025 (Town Meeting, If Needed), October 20, 2025

**MOTION** - Secretary Darris-O'Connor made a motion to adjourn the regular meeting of September 22, 2025 at 11:48 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

*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>**



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**Exhibits for the Select Board Meeting – September 22, 2025**

**Call to order 6:00 PM**

1. **Open Microphone – No Exhibits**

**Announcements**

2. **Vacancies on Boards and Committees – Vacancy List dated 09/16/25**
3. **All other announcements may be viewed on the Town of Billerica website - No Exhibits**

**Proclamation and Public Recognition**

4. **Billerica Girl Scouts Are Turning 100 – Proclamation undated**
5. **Down Syndrome Awareness Month – October – Proclamation undated**

**Public Hearings**

6. **Public Hearing – National Grid and Verizon - #31182613 – National Grid to install (1) JO Pole (Pole #89-50) on Allen Road beginning at a point ~635’ southeast of the centerline of the intersection of Rolling Hill Road and Allen Road – NG Application dated 09/25/25, DPW Comments dated 09/04/25, Contractor Acknowledgement dated 09/05/25, Electrical Comments dated 08/27/25, Traffic Safety Comments dated 09/02/25, Abutters List dated 08/27/25, Public Hearing Notice undated**
7. **Public Hearing – National Grid and Verizon - #31181799 – National Grid to install (1) JO Pole (Pole #14-50) on Pollard Street beginning ~295’ south of the centerline of the intersection of Salem Road. The pole will be a 50’ class H1 pole between Poles P14 and P15 and be located on Town property intersected by Salem Road and Hayden Road– NG Application dated 07/30/25, DPW Comments dated 09/08/25, Contractor Acknowledgement dated 09/10/25, Electrical Comments dated 09/11/25, Traffic Safety Comments dated 09/05/25, Abutters List dated 09/09/25, Public Hearing Notice undated**
8. **Public Hearing – National Grid and Verizon - #31168498 – National Grid to install (1) JO Pole (Pole #P2-50) on Cook Street beginning at a point ~240’ northeast of the centerline of the intersection of Boston Road mid-span between poles P2 and P3 Cook Street. Pole will be located on town property intersected by Boston Road and Covington Avenue. – NG Application dated 07/23/25, DPW Comments dated 09/04/25, Contractor Acknowledgement dated 09/05/25, Electrical Comments dated 08/28/25, Traffic Safety Comments dated 09/03/25, Abutters List dated 08/27/25, Public Hearing Notice undated**

**Interviews**

9. **Town Counsel Interviews: Brooks & DeRensis – Response to RFP for Town Counsel & Legal Services dated 08/19/25**

**New Business (Quick Items)**

10. **Discussion on Upcoming Veteran’s Events – Requested by Donnie Jarvis – Flyer for Veteran’s Resource Fair, Veteran’s Honor Stroll, Pig Roast undated**
11. **Signs in the Common - Request (4) 18” x 24” Signs for the Billerica Honor Platoon –Veteran’s Honor Stroll on November 2, 2025 from October 13<sup>th</sup> to November 2<sup>nd</sup> – Requested by Veteran’s Agent Donnie Jarvis – Sign undated**
12. **Signs on the Common – Request (4) 18” x 24” Signs for Wreaths Across America from November 17<sup>th</sup> to December 5<sup>th</sup> – Requested by Veteran’s Agent Donnie Jarvis – Sign undated**



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13. **Signs on the Common – Request (4) 18” x 24” Signs for the North Billerica Baptist Church Annual Craft Fair on Saturday, October 18, 2025 from October 12<sup>th</sup> to October 18<sup>th</sup> – Requested by Diana Fowler – Sign updated**
14. **Use of the Common – Request Use of the Town Common on Saturday, October 18, 2025 from 2:00 PM to 6:00 PM for a Gospel Music Rally – Requested by Ester Lwebuga from Global Evangelical Church, 34 Linnel Circle – Letter from E. Lwebuga dated 09/11/25**
15. **Signs on the Common – Request (4) 18” x 24” Signs for the BATV Annual Haunted House from October 11<sup>th</sup> to October 25<sup>th</sup> – Requested by Faith Brodi – Email from F. Brodi dated 09/15/25**
16. **Discussion on the Resolution in Support of Paint Stewardship Legislation – Requested by Thomas Irwin – Resolution undated, Flyers undated, Paint Stewardship Bills H.886 and S.647, Flyer undated, Retailer Participation as a Paint Collection Site is Voluntary undated, Those objecting to the Paint Stewardship legislation undated**

**Appointments**

17. **Local Cultural Council – Angela LoGuidice (Expiration June 30, 2027) – Application dated 09/15/25**

**Presentation** - No Exhibits

**Committee Reports** - No Exhibits

**Old Business**

18. **Town Manager’s Report – Dated 09/19/25**
19. **Discussion and Possible Vote – Design for the Police Station – Memo from C. Dillon dated 09/19/25**
20. **Preliminary Warrant Discussion and Possible Vote – October Town Meeting dated 10/07/25, Article 35, Article 38 memo from Swanson Meadows Condo dated 09/18/25, Legal Opinions Part 1 undated, Legal Opinions Part 2 undated**
21. **Discussion and Possible Vote to Award the RFP for Town Owned Farm Land – RFP from La Familia Farm dated 08/20/25, RFP from William Griggs dated 08/27/25**
22. **Discussion and Vote on Gift Acceptance: - Gift Acceptance Form Summary undated and Gift Acceptance Forms listed below**
  - a. **Veterans’ Services**
    - i. Donation of a Pizza Oven to be used in office for Veterans (Estimated Value \$1,000)
    - ii. Donation of a Handicap Ramp to be used for Veterans (Estimated Value \$1,000)
  - b. **Billerica Public Library**
    - i. Donation of (5) Chromebooks (Estimated Value \$1,875) to be used by the library
    - ii. Donation of (35) Period Packs (Estimated Value \$40) to be offered to the public
    - iii. Donation of (4) \$20 Gift Cards for Boom Boom Games for prizes in the Teen Summer Reading Program
    - iv. Donation of (15) gently used board games (Estimated Value \$500) to be used as prizes, added to the library collection and made available in the Teen section.
    - v. Donation of (1) Neuroshield board game (Estimated Value \$40) to be added to the library collection
    - vi. Donation of (20) Dental and Period Packs (Estimated Value \$50) to be offered to the public
    - vii. Donation of (7) board games (Estimated Value \$15-\$30 per game) to be used as prizes
    - viii. Donation of a bouquet of flowers (Estimated Value \$45) to be displayed in library



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**Executive Session**

- 23. Executive Session Pursuant to G.L. c. 30A, § 21A (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 Manager’s Contract** – See Executive Session Minutes

**New Business**

- 24. Discussion and Possible Vote on Town Manager’s Contract** – Draft Employment Contract for C. Dillon undated
- 25. Discussion and Possible Vote on Town Counsel Appointment** – No Exhibits
- 26. Discussion and Possible Vote on the Creation of a Town Counsel’s Contract Negotiations Sub-Committee – Appointment by the Chair**– No Exhibits

**Approval of Meeting Minutes**

- 27. June 2, 2025 Regular Meeting** – Memo from D. Favreau dated 08/19/25, Memo from D. McDowell dated 08/07/25 – Minutes undated
- 28. June 11, 2025 Special Meeting**– Memo from D. Favreau dated 08/19/25, Memo from D. McDowell dated 08/07/25 – Minutes undated

**Meeting Schedule** – No Exhibits

October 6, 2025, October 7, 2025 (Town Meeting, If Needed), October 9, 2025 (Town Meeting, If Needed), October 20, 2025

Approved On: \_\_\_\_\_



**TOWN OF BILLERICA  
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DECEMBER 19, 2025**

**Members Present:** Chair Jillian Pavidis (Remote), Vice Chair John Burrows, Member Michael Rosa, and Member Dina Favreau

**Members Absent:** Secretary Daniel Darris-O'Connor

**Staff Present:** Town Manager Christopher Dillon and Recording Secretary Dawn McDowell

**Call to Order 9:30 AM**

Chair Pavidis called the meeting to order at 9:32 AM.

A roll call attendance was conducted. Vice Chair Burrows Present, Member Rosa Present, Member Favreau Present and Chair Pavidis present.

The Pledge of Allegiance was recited.

**1. Open Microphone**

There was no one for open microphone.

**New Business**

**2. 2025 License Renewals – Review and Approval**

- a. Marijuana – 1 (License) – Community Cares Collective

JP stated that we can approve this with a condition that they have to adhere to the HCA.

DF stated that we should go into Executive Session before voting on this matter. JP stated that this vote is specific to the 2025 license.

**MOTION** – Vice Chair Burrows made a motion to approve the 2025 license renewals for Community Care Collective contingent on compliance with the HCA and all fees paid. The motion was seconded by Member Rosa and voted 2-2-0. On a roll call vote: Member Rosa voted No, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

**3. Discussion and Vote on Gift Acceptance:**

- a. Veteran's Services – Donation of a \$1,000 for Expenses for the Veteran's Holiday Party

**MOTION** – MRO made a motion to accept the gift acceptance for Veteran's Services as presented. The motion was seconded by DF and unanimously voted 4-0-0. On a roll call vote: Member Rosa voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**Executive Session**

**4. Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court**

**MOTION** – MRO made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court at ?? AM. For Discussion: JB said it doesn't look good for the Town to deny the license. MRO stated that we have voted against other licenses that have not complied with our regulations. Mr. Dillon stated that with the vote that was taken, the Board has still not taken any action on the license.

**MOTION** – Member Rosa made a motion to reconsider the previous vote on the approval of the 2025 license renewal for Community Cares Collective. The motion was seconded by Vice Chair Burrows and voted 3-1-0. On a roll call



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vote: Member Rosa voted Aye, Member Favreau voted No, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

**MOTION** - Vice Chair Burrows made a motion to approve the 2025 license renewals for Community Care Collective contingent on compliance with the HCA and all fees owed to the Town. The motion was seconded by Member Rosa and voted 3-1-0. On a roll call vote: Member Rosa voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

**MOTION** - MRO made a motion to go into Executive Session Pursuant to G.L. c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court at ?? AM. The motion was seconded by Member Favreau and unanimously voted 4-0-0. On a roll call vote: Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

JP stated that they will only return to regular session to adjourn.

**MOTION** - made a motion to adjourn the regular meeting of December 19, 2025 at AM. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call: Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted No and Chair Pavidis voted Aye.

*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>



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**Exhibits for the Select Board Meeting – December 19, 2025**

**Call to order 9:30 AM**

1. **Open Microphone** – No Exhibits

**New Business**

2. **2026 License Renewals – Review and Approval – See Attached List**
  - a. Marijuana – 1 (License) – Community Cares Collective – License - undated
3. **Discussion and Vote on Gift Acceptance:**
  - a. Veterans' Services
    - i. Donation of a 500 Winter Coats (Estimated Value \$10,000) – Gift Acceptance Form - undated

**Executive Session**

4. **Executive Session Pursuant to G.L. c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court** – See Executive Session minutes

Approved On: \_\_\_\_\_



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

**Members Absent:** None

**Staff Present:** Assistant Town Manager Ann Marie Casey and Recording Secretary Dawn McDowell

**Call to Order 6:00 PM**

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

A roll call attendance was conducted. Vice Chair Burrows Present, Member Rosa Present, Secretary Darris-O'Connor, Present, Member Favreau Present and Chair Pavidis present.

The Pledge of Allegiance was recited.

15. **Land Acceptance – Donation to Conservation – Parcel ID: 78-282-1-2, Rear Middlesex Turnpike – Requested by Conservation Director Isabel Tourkantonis**
16. **Review and Approval of Memorandum of Understanding Related to Maintenance of Parcel ID: 78-282-1-2 Rear Middlesex Turnpike with the Conservation Commission – Requested by Conservation Director Isabel Tourkantonis**
17. **Land Acceptance – Donation to Conservation – Parcel ID: 8-6-1, Boston Road – Requested by Conservation Director Isabel Tourkantonis**

Isabel Tourkantonis, Conservation Director appeared for discussion on items #15-17. Ms. Tourkantonis stated that these items deal with a property at Rear Middlesex Turnpike. The Select Board needs to accept the MOU due to the Yankee Doodle Bike Path. A title report has been conducted.

Member Favreau thanked Ms. Tourkantonis for the title search and asked if the environment reports were provided. Ms. Tourkantonis replied yes, she has the Executive Summary, but she can forward them to the Board.

Member Rosa stated that it is always great to get land donation in conjunction with other land we have.

**MOTION** - Secretary Darris-O'Connor made a motion that the Select Board vote to accept and sign the deed for the gift of land from William J. Callahan, Jr. as Trustee of the Fields Realty Trust, consisting of approximately 2.32 acres of land located off the Middlesex Turnpike as described in the deed, for the purposes of open space and conservation, and for the bike path and associated parking, pursuant to Massachusetts General Laws Chapter 40, Section 8C, and subject to the protections of Article 97. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion that the Select Board vote to approve and sign the Memorandum of Understanding between the Select Board and the Conservation Commission clarifying the responsibilities and obligations regarding the Rear Middlesex Turnpike property and the operation of the proposed Yankee Doodle Bike Path. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Member Rosa stated that in the original document, in the section talking about non-motorized vehicles should be including should be changed to excluding.



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**MOTION** - Secretary Darris-O'Connor made a motion that the Select Board vote to accept and sign the deed for a gift of land from Michael D. Wyner, Trustee of the Patricia B. Wyner Trust, consisting of approximately 3.93 acres of land located off Boston Road as described in the deed, for the purpose of open space and conservation pursuant to Massachusetts General Laws Chapter 40, Section 8C, and subject to the protections of Article 97. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**1. Open Microphone**

William Reed of 16 River Street, Apt. 1 – Mr. Reed stated that the flashing lights at the crosswalks need to be fixed for pedestrian safety.

Janet Moran of 218 Rangeway Road, Unit #294 – Ms. Moran stated that she would like to talk about the entertainment license for Swanson Meadows that is being renewed. She spoke with Chief Frost, and he agreed the noise was excessive. The closest bedroom to the clubhouse is only 70' away. The ZBA, Planning Board and Board of Health all know about the complaints. She requested that the Board take action and not renew their entertainment license.

Prakash Govind of 218 Rangeway Road – Mr. Govind stated that the problem started about 3 years ago when they got their entertainment license. Their indoor speakers have loud subwoofers. The noise is excessive. Member Rosa point of order, in our policies Section 13, a properly posted agenda item, the Chair can allow residents to speak. Vice Chair Burrows stated that we are not going to discuss changes to their entertainment license tonight, we aren't voting on that, we are only renewing their license. Member Favreau asked for a point of clarification, residents can't speak on this agenda. Vice Chair Burrows stated that the Chair has the authority to allow residents to speak. He isn't going to have residents speak on every agenda item.

Shivazi Govind of 218 Rangeway Road – Ms. Govind shared a sound file with the Board. The recording is taken inside the closest building with the windows closed.

Rose Olshevsky of 216 Rangeway Road #1104 – Ms. Olshevsky stated that years of entertainment from this club is obtrusive and this is not compatible with the neighborhood and she asked that the Board enforce the Town bylaws.

**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**

**Proclamation and Public Recognition**

**4. Ella Whitfield and Project 351**

Secretary Darris-O'Connor read the recognition letter.

**Public Hearings**

**5. Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.**

Vazz Eng from National Grid appeared for the public hearing. The pole has been moved ~30' easterly for existing pole and all abutters have agreed.

Vice Chair Burrows all guidelines were followed.

There were no questions.



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**MOTION** - Secretary Darris-O'Connor made a motion to close the public hearing at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the National Grid and Verizon pole petition #31195999 to relocate (1) JO Pole beginning at a point ~30' Easterly from existing Pole #9 per customer request at 12 Reardon Road. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**New Business (Quick Items)**

**6. 10. Discussion and Possible Vote on the 2026 Annual Town Election Hours and the Date and Time of Town Meeting – Requested by Donna McCoy, Town Clerk**

Donna McCoy, Town Clerk, joined the meeting. The Annual Town Election will be on April 11, 2026 from 8:00 AM to 8:00 PM.

**MOTION** - Secretary Darris-O'Connor made a motion to set the Annual Town Election for Saturday, April 11, 2026 from 8:00 AM to 8:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Ms. McCoy stated that typically early voting will be held on Monday-Wednesday prior to the election in Town Hall.

**MOTION** - Secretary Darris-O'Connor made a motion to set the early voting for the Annual Town Election on Monday, April 6<sup>th</sup>, Tuesday, April 7<sup>th</sup> and Wednesday, April 8<sup>th</sup> during regular Town Hall hours. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Ms. McCoy stated that there is a Hebrew holiday on the first Tuesday in May and asked that Town Meeting be delayed to the first Thursday in May.

**MOTION** - Secretary Darris-O'Connor made a motion to amend the Spring Town Meeting start date to Thursday, May 7<sup>th</sup> at 7:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**7. Discussion on DAV Banner Program – Requested by Veteran's Services Director Donnie Jarvis and Robert Kingsman, DAV**

Bob Kingsman from the DAV joined the meeting. Mr. Kingsman requested the Board's approval to extend the banner program and expand down Boston Road towards North Billerica. There are currently 46 locations, and they would like to expand to 80 locations.

Member Rosa stated that he supports this request. Great way to support our veterans.

Secretary Darris-O'Connor stated that there was not a vote listed on the agenda. Member Favreau stated that it doesn't have to be, you can make a motion.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the expansion of the DAV Banner Program down Boston Road with the coordination with the Town Manager or his designee. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



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**8. Discussion and Possible Vote – Request Permission to Use Town Property for Wreaths Across America Ceremony at Fox Hill Cemetery on Saturday, December 13, 2025 at 11:30 AM – Requested by Veteran’s Services Director Donnie Jarvis and Jessica French**

Secretary Darris-O’Connor stated that this item is no longer needed since the date has passed.

**9. New Common Victualler’s License – 1975 LLC dba Frango’s located at 199 Boston Road**

Courtney Constantino appeared for Common Victualler’s license for Frango’s. This will be the second location, and they will employ 25-35 employees.

There were no questions, but the Board wished them good luck.

**MOTION** - Secretary Darris-O’Connor made a motion to approve the Common Victualler’s license for Frango’s located at 199 Boston Road with the incorporation of the ZBA Special Conditions #1-#7. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O’Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**10. Vote on Appointment of the New Executive Confidential Assistant for the Select Board – Requested by Chair Pavidis**

Chair Pavidis stated that they received 15 applications and the subcommittee interviewed 3 applicants. Kerri Rufo was a previous employee and was most qualified. The subcommittee recommended Ms. Rufo for the position of Executive Confidential Assistant to the Select Board.

Vice Chair Burrows stated that during COVID, Ms. Rufo ran multiple meetings and was instrumental in keeping the meetings going.

Member Rosa stated that this was almost like an internal candidate because she knows most of the employees. She is a hard worker and familiar with Town Hall.

Member Favreau stated that she has heard that Ms. Rufo is a dedicated worker. Member Favreau asked who was on the sub-committee. Chair Pavidis replied herself, Vice Chair Burrows and Dawn McDowell.

**MOTION** - Secretary Darris-O’Connor made a motion to appoint Kerri Rufo as the Executive Confidential Assistant to the Select Board. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O’Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**Appointments**

**11. Bonded Constable for the Town of Billerica – Daphne Gill**

**MOTION** - Secretary Darris-O’Connor made a motion to appoint Daphne Gill as a Bonded Constable for the Town of Billerica. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O’Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**Presentation**

**Committee Reports**

**Old Business**

**12. Town Manager’s Report**

Ms. Casey presented the Town Manager’s Report for Mr. Dillon. Ms. Casey noted that since this was for the meeting scheduled for December 8<sup>th</sup>, some of the events have passed. She will answer any questions the Board may have.



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**Town Center improvements**

In the last update, I mentioned the Town Center improvements and having a meeting with the engineer to finalize a proposal addressing the needs with the funding available for the project. During the November 17th Select Board meeting, I was asked questions regarding the funding we were to receive from the Federal Government, which Congresswoman Lori Trahan helped us to obtain. After this meeting, I learned that those funds are still available. On November 20th, Town staff met with staff from the Congresswoman's office to discuss the Community Project Funding (CPF) grant related to the Town Center Project. They confirmed \$1,500,000 grant funding is still available for the Town Center. We are working on a design plan to utilize these funds, along with the \$2,150,000 approved at the 2023 Fall Town Meeting, for a total budget of \$3,650,000. We anticipate that the scope of work will be presented to the Select Board for discussion early next year.

Member Rosa asked that Mr. Dillon bring back the plans for the Town Center for us to review. Member Rosa also asked if Chamstaff has been put on the TIP list to make it two-way traffic. The lights on Boston Road already are set up for 2-way traffic. We need the TIP money for the intersection at Concord Road, so we need to know if Mr. Main put it on the TIP list.

Member Favreau stated that she is very excited to get confirmation that the \$1.5 million is still available. There were plans in place for the Town Center including timing of lights, repairing and lining the crosswalks for pedestrian safety. There was a funding question for the left off of River Street. We need to look at One Stop grants at the beginning of the year for this project.

Secretary Darris-O'Connor stated that the report lists some great projects, and we agree that we should revive the Town Center plan.

Vice Chair Burrows stated that we should look at the plans.

**Department of Public Works**

- Boston Road TIP: We anticipate that the pedestrian signals on Boston Road at Sal's Pizza and Heritage Road will be activated on Wednesday, 12/10/2025. These signals will help pedestrians and cyclists safely cross the street.
- Roadway Management 2025: 2025 planned work is complete, except for punch list items.
- Rangeway Road Sewer Betterment: Work continues on the pump station. Betterment cost projection letters were mailed to all property owners on 11/19/2025. These letters outline the projected amount each owner will be responsible for upon completion of the project.
- Yankee Doodle Bike Path: The Public Shade Tree Hearing on this project was held on 12/3/2025. Several objections to the tree removals were raised during the hearing, and we are currently reviewing the feedback received.
- Sewer Expansion Survey: Letters for the sewer survey were mailed out on 11/25/2025. The mailing included 1,340 properties. Property owners have been asked to complete the survey by 12/31/2025. We have already received 217 responses. Once all responses are in, we'll review the data and discuss next steps. (I have included a copy of the survey)
- Sewer I/I Construction Project: National Water Main Cleaning Company will be working on rehabilitating the sewer mainline in several areas of town. Work has started and will be completed by 8/2026.
- DPW Facility Project: Work on the salt shed has begun. Inside the administration building, interior painting is underway, and finish cabinetry is being installed.

Vice Chair Burrows stated that we have a residency requirement and asked why we are flying guys across the country to side the DPW building.

Vice Chair Burrows asked if the betterment for businesses is included. Member Rosa replied yes.



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**Economic Development/Planning**

1) Zoning Bylaw: The Town has received final approval from the Attorney General's Office for our Spring 2025 Warrant Article to recodify the Zoning Bylaw. This recodification was a major update to fix organization issues, formatting errors, and inconsistencies within itself and with other laws. This accomplishment also represents the completion of "Phase I" of the 2023 Zoning Diagnostic Report, where the Town hired a consultant to review the quality of the existing zoning bylaw. The findings of the 2023 Report recommended that we first recodify the bylaw before moving on to "Phase II", which are a list of various policy considerations. The Attorney General's review of the recodification has included additional recommendations for future consideration, which the Town will incorporate into Phase II.

Member Rosa asked if we have to include the AG recommendation for Phase II.

2) CPC cycle Eligibility forms for next Spring's applications have been received and are being reviewed by the Committee. Forms can be viewed on the town website [Billerica.gov/community-preservation-committee](http://Billerica.gov/community-preservation-committee). Projects include: Open Space and Recreation: BMX track safety and accessibility upgrades Open Space and Recreation: Rec Center site improvements Affordable Housing: NMCOC Regional Housing Coordinator Historic Preservation: Bennett Library rehabilitation

3) Development Grants A. FY2026 One Stop Real Estate Technical Services grant was denied (consultant services to explore Rt 3 corridor redevelopment). Feedback included multiple applicants and tough competition, together with potential alternate sources of funding. The recent Table of Uses amendment in all Industrial zoned properties could provide impact to this goal. Next steps and options still being explored. B. FY2027 One Stop Grants have an Expression of Interest (EOI) period which should open early 2026. These grants provide funding for projects that spur housing and economic development by investing in public infrastructure, preparing sites, cleaning up brownfields, and supporting vibrant downtowns. Based off last Spring's schedule, deadlines for EOIs will likely be early March. State will provide feedback, and then full applications would be due in May. Official key dates have not been released yet.

**Recreation**

**Winter Program Registration** Upcoming Holiday Events – Recreation is hard at work setting up for our upcoming holiday happenings, including transforming PHR into a Holiday Wonderland! We have fun for the whole family planned this month. Please check our website for additional information!

12/11 – Holiday Lights! (Calling all local Griswold's! Do you go the extra mile with your holiday display and want to share it with the community? Sign up for our list! We will release a map of the best displays in Billerica for your viewing pleasure!)

12/12 – Holiday Family Fun Night (at Town Hall Auditorium - free family fun night with crafts, holiday movie, and pizza!)

12/13 – NYC Bus Trip

12/14 – Holiday Bash (at PHR - our biggest event of the season – skating rink, attractions, enchanted holiday lights train ride, and so much more!)

12/16 & 17 – Santa Calling (the big man himself has set aside some time in his very busy schedule to make some special phone calls to the boys and girls of Billerica! Registration for this opens on 12/9, and space is limited for this free experience!)

12/22 – Jingle Bell Walk (at PHR - come for a stroll through PHR and enjoy our holiday lights with a cup of hot chocolate and holiday giveaways!)

Member Favreau stated that the Recreation Department does a great job on programs all year.



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**Old Ditson (Pinehurst Park) Project Update**

This project is nearing completion. A final walkthrough is scheduled for Tuesday, 12/9. Additional fence work will be done to replace the broken fence abutting the nearby business, and a safety perimeter fence will be installed around the parking lot side of the playground. The Fitness Court will be installed in the spring. We anticipate a formal ribbon cutting in the springtime. Until then, we love seeing the park already being well used!

**Recreation Center Update**

The Recreation Center continues to come along as planned. The parking lot grading and paving was able to be done, which is a huge milestone to get that completed prior to winter. This will ensure no disruption to Billerica Little League having access to the Vining Ball Fields parking lot for spring baseball! Additionally, concrete slab subfloor is scheduled to be poured by early next week (likely completed by the time Selectboard meets!). Roofing and sheathing will begin soon, with expectation of being weathertight around the end of the year.

Member Rosa stated that the building looks great.

**Other Items You Should Be Aware Of**

- The Town Hall will close at Noon on Wednesday, December 24th, and will reopen on Monday, December 29th. It will then close on Wednesday, December 31st, and reopen on Monday, January 5th
- I have my last final of the semester on Monday, December 15th, at 6 pm. Ann Marie will be here for the Select Board meeting

**13. Discussion and Vote on Gift Acceptance:**

**a. Veterans' Services**

- i. Donation of a 500 Winter Coats (Estimated Value \$10,000)
- ii. Donation of a 100 Frozen Turkeys with Fresh Produce (Estimated Value \$2,500)
- iii. Donation of Repairs and Replacing of Memorial Signs (Estimated Value \$2,500)
- iv. Donation of \$200 Towards Veteran's Day Expenses
- v. Donations of Christmas Stockings (Estimated Value \$1,000)
- vi. Donation of \$100 Gift Cards for Veteran's During the Holidays
- vii. Donation of \$300 Market Basket Gift Cards for Veteran's During the Holidays
- viii. Donation of \$200 from a Quilt Raffle to Support Veterans
- ix. Donation of \$50 for Christmas Stockings for Veterans
- x. Donation of \$400 to support Veterans
- xi. Donation of \$500 Market Basket Gift Cards for Christmas Stockings for Veterans
- xii. Donation of \$3,500 for Meals for Veteran's Holiday Party
- xiii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
- xiv. Donation of \$140 Dunkin Donuts Gift Cards and \$120 McDonald's Gift Cards for Christmas Stockings for Veterans
- xv. Donation of \$50 in Dunkin Donuts Gift Cards for Christmas Stockings for Veterans
- xvi. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
- xvii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
- xviii. Donation of \$100 for Christmas Stockings for Veterans
- xix. Donation of \$100 for Christmas Stockings for Veterans
- xx. **Donation of \$500 to purchase cake for Holiday Party**



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**b. Billerica Public Library**

- i. Donation of a snack basket for staff (Estimated Value \$36)
- ii. Donation of donuts for staff (Estimated Value \$30)
- iii. Donation of two pallets of toys, puzzles and games (Estimated Value \$5,500) for use in Library Programs
- iv. Donation of Snicker's Bars for staff (Estimated Value \$6.50)
- v. Donation of Donuts for staff (Estimated Value \$16.50)
- vi. Donation of a flower arrangement (Estimated Value \$300)

**c. Recreation Center**

- i. Donation of a Bicycle to be raffled off during the Holiday Festival (Estimated Value \$300)

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

**New Business**

**14. 2026 License Renewals – Review and Approval – See Attached List**

- a. All Alcohol Package Stores §15 – 9 out of 9 (All Licenses Ready to Approve)
- b. Wine & Malt Package Stores §15 – 3 out of 3 (All Licenses Ready to Approve)
- c. All Alcohol Restaurants §12 – 20 out of 20 (All Licenses Ready to Approve)
- d. All Alcohol Club §12 – 3 out of 3 (All Licenses Ready to Approve)
- e. All Alcohol Hotel – 1 out of 1 (All Licenses Ready to Approve)
- f. Wine & Malt Restaurants §12 – 4 out of 4 (All Licenses Ready to Approve)
- g. Common Victualler's - 38 out of 38 (All Licenses Ready to Approve)
- h. Car Dealer – Class I – 4 out of 4 (All Licenses Ready to Approve)
- i. Car Dealer – Class II - 19 out of 20 Ready to Approve
- j. Car Dealer – Class III - 4 out of 4 (All Licenses Ready to Approve)
- k. Marijuana – 1 (License Ready to Approve)
- l. Second Hand Dealers – 2 out of 2 (All Licenses Ready to Approve)
- m. Taxi – 1 (License Ready to Approve)

Ms. McDowell presented the list of licenses ready to be approved. A memo has been provided to explain the licenses.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the All-Alcohol Package Stores as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the Wine & Malt Package Stores as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the All-Alcohol Restaurants as presented. The motion was seconded by Member Rosa and voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



**TOWN OF BILLERICA  
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**MOTION** - Secretary Darris-O'Connor made a motion to approval all the 2026 license renewals for the All-Alcohol Clubs as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 license renewals for the All-Alcohol Hotel for Courtyard Marriott Billerica as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the Wine and Malt Restaurants as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 license renewals for the Common Victuallers Establishments as presented except McDonald's at 273 Boston Road and Panera Bread. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 license renewal for the Common Victualler's license for McDonald's located at 273 Boston Road with a change in hours from Sunday-Saturday 6:00 AM to 1:00 AM to 5:00 AM to 1:00 AM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 license renewal for the Common Victualler's license for Panera Bread with a change in manager to Michelle Hernandez Mejia. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 Class I license renewals as presented except for KHD, Inc. and New England Wheels, Inc. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 Class I license renewal for KHD, Inc. dba High Octane Harley Davidson with a change in manager to Nick Lapointe. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 Class I license renewal for New England Wheels, Inc. with a change in business name to Fronrunner Bus Group, Inc. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for Class II Car Dealers as presented except America's Auto Auction Boston, Inc. and 4 Seasons Towing & Recovery, Inc. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



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Ms. McDowell stated that the Class II license for 4 Seasons Towing & Recovery has not been presented due to the fact there is no special permit. The owner would like to get a temporary permit until he gets a special permit. The owner, Ronald Bartholemew, is on Zoom. Due to technical difficulties on his part, he could not speak to the Board.

Member Rosa stated that we can't violate the bylaws and issue a Class II license without a Special Permit. It's a shame we haven't caught this earlier, but now that we have, we can't vote on this.

Member Favreau stated that we need to take action on the license, it doesn't mean we have to approve it.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 Class II license renewal for America's Auto Auction Boston, Inc. with a change of DBA to America's Auto Auction Boston and change of hours: Monday 9:00 AM to 5:00 PM, Tuesday 8:00 AM to 5:00 PM, Wednesday 6:00 AM to 5:00 PM, Thursday 9:00 AM to 5:00 PM, and Friday 9:00 AM to 3:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 Class II license for 4 Seasons Towing and Recovery, Inc. The motion was seconded by Member Rosa and voted 0-5-0. On a roll call vote: Member Rosa voted No, Secretary Darris-O'Connor voted No, Vice Chair Burrows voted No, Member Favreau voted No and Chair Pavidis voted No. The motion failed.

Member Favreau asked for clarification. The applications were not in the package, so was the entertainment license for Swanson Meadows included with their liquor license. If that is the case, she would like to change her vote to no, because we did not see the license beforehand.

Secretary Darris-O'Connor stated that point of order, which would require a vote to reconsider to change your vote. Member Favreau stated that she is changing her vote to a no. The motion was made for alcohol and did not include entertainment.

Ms. McDowell stated that there is not a separate vote for entertainment. The Board has voted the higher license and that includes all the sub-licenses including entertainment, common victualler, etc. There is one license for each establishment. Member Favreau stated that if she had known that she would have called out Swanson Meadows separately. Ms. McDowell stated that for the record, which would be the same with all the alcohol licenses.

Member Rosa stated that the Board will be going into Executive Session to discuss Community Care Collective and asked this be tabled until they come back from Executive Session.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for Class III car dealers as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for Second Hand Dealer's as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 license renewals for Taxis as presented for A-Executive Limousine, Inc. The motion as seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



**TOWN OF BILLERICA  
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**Approval of Meeting Minutes**

**18. August 11, 2025 Regular Meeting**

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of August 11, 2026 as presented. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

Member Favreau stated for discussion, there are a few scribes' errors, and she did not submit any recommended changes since she was uncomfortable since the last time she submitted changes. There is missing context from agenda items #25 and #26.

**19. September 6, 2025 Special Meeting**

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of September 6, 2025 as presented. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

Member Favreau stated for discussion, under item #2 it doesn't capture the interview questions and answers as required. The recording shall not replace the minutes.

**20. September 15, 2025 Regular Meeting**

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of September 15, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

**21. October 6, 2025 Regular Meeting**

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of October 6, 2025 as presented. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

Member Favreau stated for discussion, do not accurately reflect discussion for item #19, Article 32 and #23 and correction made to the meeting minutes of June 11<sup>th</sup> are missing and not accurately captured.

**22. November 3, 2025 Regular Meeting**

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of November 3, 2025 as submitted. The motion was seconded by Member Rosa and voted 4-0-1. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau abstained from voting and Chair Pavidis voted Aye.

**Meeting Schedule**

January 5, 2026 and January 12, 2026

**Executive Session**

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



**TOWN OF BILLERICA  
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- 24. Executive Session Pursuant to G.L. c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Cafua Realty Trust CLXII, LLC vs. Zoning Board of Appeals, et al – Notice of Appeal 25 MISC 000175**
- 25. Executive Session Pursuant to G.L. c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court**

The Board wished everyone a happy holiday season.

Member Rosa stated that we will return to regular session to vote on the marijuana license.

**MOTION** - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L. c. 30A§ 21(a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion regarding Town Counsel at 7:35 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L. c. 30A§ 21(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Cafua Realty Trust CLXII, LLC vs. Zoning Board of Appeals, et al – Notice of Appeal 25 MISC 000175 at 7:35 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

**MOTION** - Executive Session Pursuant to G.L. c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court at 7:36 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

The Select Board returned from Executive Session at 9:00 PM. A roll call attendance was conducted. Vice Chair Burrows Present, Member Rosa Present, Secretary Darris-O'Connor, Present, Member Favreau Present and Chair Pavidis present.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the 2026 License Renewal for Marijuana license as presented for Community Care Collective. The motion was seconded by Member Rosa and voted 3-2-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Rosa voted No, Member Favreau voted No, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to adjourn the regular meeting of December 15, 2025 at 9:01 PM. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted No and Chair Pavidis voted Aye.

*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  
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**Exhibits for the Select Board Meeting – December 15, 2025**

**Call to order 6:00 PM**

1. **Open Microphone** – No Exhibits

**Announcements**

2. **Vacancies on Boards and Committees** – Vacancy List dated 12/04/25
3. **All other announcements may be viewed on the Town of Billerica website** - No Exhibits

**Proclamation and Public Recognition**

4. **Ella Whitfield and Project 351** – Congratulation memo dated 12/12/25

**Public Hearings**

5. **Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9’ westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.** – NG application dated 11/13/25, DPW Comments dated 12/03/25, Contractor Acknowledgement Form dated 12/04/25, Safety Officer Comments dated 11/25/25, Electrical Inspector Comments dated 11/24/25,

**New Business (Quick Items)**

6. **Discussion and Possible Vote on the 2026 Annual Town Election Hours and the Date and Time of Town Meeting – Requested by Donna McCoy, Town Clerk** – Memo from D. McCoy dated December 2025
7. **Discussion on DAV Banner Program – Requested by Veteran’s Services Director Donnie Jarvis and Robert Kinsman, DAV**– No Exhibits
8. **Discussion and Possible Vote – Request Permission to Use Town Property for Wreaths Across America Ceremony at Fox Hill Cemetery on Saturday, December 13, 2025 at 11:30 AM – Requested by Veteran’s Services Director Donnie Jarvis and Jessica French** – Flyer undated
9. **New Common Victualler’s License – 1975 LLC dba Frango’s located at 199 Boston Road** – Billerica Application dated 12/04/25, ZBA Decision dated 08/13/25,
10. **Vote on Appointment of the New Executive Confidential Assistant for the Select Board – Requested by Chair Pavidis** – Memo from J. Pavidis dated 12/15/25, Offer Letter dated 12/15/25, Resume undated

**Appointments**

11. **Bonded Constable for the Town of Billerica – Daphne Gill** – Application dated 10/10/25

**Presentation**

**Committee Reports**

**Old Business**

12. **Town Manager’s Report** – Town Manager’s Report dated 12/05/25
13. **Discussion and Vote on Gift Acceptance:** - Gift Acceptance Form Summary undated
  - d. **Veterans’ Services**
    - i. Donation of a 500 Winter Coats (Estimated Value \$10,000)
    - ii. Donation of a 100 Frozen Turkeys with Fresh Produce (Estimated Value \$2,500)
    - iii. Donation of Repairs and Replacing of Memorial Signs (Estimated Value \$2,500)
    - iv. Donation of \$200 Towards Veteran’s Day Expenses
    - v. Donations of Christmas Stockings (Estimated Value \$1,000)
    - vi. Donation of \$100 Gift Cards for Veteran’s During the Holidays
    - vii. Donation of \$300 Market Basket Gift Cards for Veteran’s During the Holidays



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- viii. Donation of \$200 from a Quilt Raffle to Support Veterans
  - ix. Donation of \$50 for Christmas Stockings for Veterans
  - x. Donation of \$400 to support Veterans
  - xi. Donation of \$500 Market Basket Gift Cards for Christmas Stockings for Veterans
  - xii. Donation of \$3,500 for Meals for Veteran's Holiday Party
  - xiii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
  - xiv. Donation of \$140 Dunkin Donuts Gift Cards and \$120 McDonald's Gift Cards for Christmas Stockings for Veterans
  - xv. Donation of \$50 in Dunkin Donuts Gift Cards for Christmas Stockings for Veterans
  - xvi. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
  - xvii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
  - xviii. Donation of \$100 for Christmas Stockings for Veterans
  - xix. Donation of \$100 for Christmas Stockings for Veterans
  - xx. **Donation of \$500 to purchase cake for Holiday Party**
- e. **Billerica Public Library**
- i. Donation of a snack basket for staff (Estimated Value \$36)
  - ii. Donation of donuts for staff (Estimated Value \$30)
  - iii. Donation of two pallets of toys, puzzles and games (Estimated Value \$5,500) for use in Library Programs
  - iv. Donation of Snicker's Bars for staff (Estimated Value \$6.50)
  - v. Donation of Donuts for staff (Estimated Value \$16.50)
  - vi. Donation of a flower arrangement (Estimated Value \$300)
- f. **Recreation Center**
- i. Donation of a Bicycle to be raffled off during the Holiday Festival (Estimated Value \$300)

**New Business**

- 14. 2026 License Renewals – Review and Approval – See Attached List** – Memo from D. McDowell dated 12/10/25, Petition for Swanson Meadows dated 12/08/25, Email from M. LaLumiere dated 12/12/25 reg. 4 Seasons Towing, Email from M. LaLumiere dated 12/12/25 reg. Swanson Meadows, Police Log from Lt. Coffey undated
- n. All Alcohol Package Stores §15 – 9 out of 9 (All Licenses Ready to Approve)
  - o. Wine & Malt Package Stores §15 – 3 out of 3 (All Licenses Ready to Approve)
  - p. All Alcohol Restaurants §12 – 20 out of 20 (All Licenses Ready to Approve)
  - q. All Alcohol Club §12 – 3 out of 3 (All Licenses Ready to Approve)
  - r. All Alcohol Hotel – 1 out of 1 (All Licenses Ready to Approve)
  - s. Wine & Malt Restaurants §12 – 4 out of 4 (All Licenses Ready to Approve)
  - t. Common Victualler's - 38 out of 38 (All Licenses Ready to Approve)
  - u. Car Dealer – Class I – 4 out of 4 (All Licenses Ready to Approve)
  - v. Car Dealer – Class II - 19 out of 20 Ready to Approve
  - w. Car Dealer – Class III - 4 out of 4 (All Licenses Ready to Approve)
  - x. Marijuana – 1 (License Ready to Approve)
  - y. Second Hand Dealers – 2 out of 2 (All Licenses Ready to Approve)
  - z. Taxi – 1 (License Ready to Approve)
- 15. Land Acceptance – Donation to Conservation – Parcel ID: 78-282-1-2, Rear Middlesex Turnpike – Requested by Conservation Director Isabel Tourkantonis** – Memo from I. Tourkantonis dated 12/11/25, Updated Deed for 78-282-1-2 undated, Fiduciary Deed for Parcel 8-6-1 revised 12/12/25



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16. **Review and Approval of Memorandum of Understanding Related to Maintenance of Parcel ID: 78-282-1-2 Rear Middlesex Turnpike with the Conservation Commission – Requested by Conservation Director Isabel Tourkantonis** – MOU between Billerica Select Board and Billerica Conservation Commission for Parcel 78-282-1-2 undated, MOU with Member Rosa’s comments, Updated MOU final dated 12/15.25
17. **Land Acceptance – Donation to Conservation – Parcel ID: 8-6-1, Boston Road – Requested by Conservation Director Isabel Tourkantonis** – Memo from I. Tourkantonis dated 12/11/25

**Approval of Meeting Minutes**

18. **August 11, 2025 Regular Meeting** – Minutes 08/11/25 undated
19. **September 6, 2025 Special Meeting**– Minutes 09/06/25 undated
20. **September 15, 2025 Regular Meeting**– Minutes 09/15/25 undated
21. **October 6, 2025 Regular Meeting**– Minutes 10/06/25 undated
22. **November 3, 2025 Regular Meeting**– Minutes 11/03/25 undated

**Meeting Schedule**

January 5, 2026 and January 12, 2026

**Executive Session**

23. **Executive Session Pursuant to G.L c. 30A§ 21(a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion regarding Town Counsel** – See Executive Session Minutes
24. **Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Cafua Realty Trust CLXII, LLC vs. Zoning Board of Appeals, et al – Notice of Appeal 25 MISC 000175**– See Executive Session Minutes
25. **Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court**– See Executive Session Minutes

Approved On: \_\_\_\_\_



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

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

**Members Absent:** None

**Staff Present:** Town Manager Christopher Dillon and Recording Secretary Dawn McDowell

**Call to Order 6:00 PM**

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

The Pledge of Allegiance was recited.

**1. Open Microphone**

Marlies Henderson of 31 Sprague Street – Ms. Henderson stated that she would like to talk about the Talbot Dam. The Board of Health has provided a waiver for the removal, State permits have been granted but the HDC denied the removal in June. We should use mitigation to restore the historic element of the dam. The Conservation Commission is waiting for the DPW. She would ask that the Town Manager help with getting the DPW to provide comments.

Chris Tribou of 13 Bridle Road – Mr. Tribou stated that this is a good start to look at replacing the Locke School. The crypto should be looked at a State level. On the Parker Street signs, it is a good idea to deter traffic at drop off times.

**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**

Secretary Darris-O'Connor stated that the 250<sup>th</sup> Committee is hosting a Turkey Trot that will take place on Thanksgiving morning. There is still time to register at the Recreation Department's website.

**Proclamation and Public Recognition**

**New Business (Quick Items)**

**9. Transfer of a Class II License FROM Dampolo Automotive Inc. dba Sal's Automotive at the premises located at 299 Boston Road, Billerica, MA TO Sal's Gas Auto Sales & Services**

John Saad appeared for the Class II transfer. He purchased the property in 2019. The Class II license was the last step to transfer it to my name.

There were no questions.

**MOTION** - Secretary Darris-O'Connor made a motion to transfer the Class II license from Dampolo Automotive Inc. to Sal's Gas Auto Sales & Services located at 299 Boston Road. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**10. Request (4) 18" x 24" Signs in the Common from November 18<sup>th</sup> to December 6<sup>th</sup> for St. Matthew Parish Hall's Annual Christmas Fair on December 6, 2025 from 9:00 AM to 3:00 PM**



**TOWN OF BILLERICA  
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**MOTION** - Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs in the Common from November 18<sup>th</sup> to December 6<sup>th</sup> for St. Matthew Parish Hall's Annual Christmas Fair on December 6, 2025 from 9:00 AM to 3:00 PM. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

**11. Right of First Refusal – 81 Salem Road, Unit #102**

**MOTION** - Member Rosa made a motion to give up our right of first refusal for 81 Salem, Unit 102. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0.

**12. Request that the Select Board Sign a Termination of Period of Enforceability of Restriction for Clarence Street Lots – Requested by Attorney Dangora**

Attorney James Dangora appeared for the request to terminate the restrictions on Clarence Street. Attorney Dangora stated that this is similar to the request the Board approved back in February on River Street with Attorney Mederios. The restrictions are more than 30 years and the Town did not renew them so they are expired.

Member Rosa stated that he assumes that they paid 25% of the assessed value due to a special option. Attorney Dangora stated that he can't confirm that. Member Rosa stated that if the restriction is removed, they can sell the property for a lot of money. Member Rosa asked if Town Counsel has reviewed this. Ms. McDowell replied that Town Counsel did review it, her only concern with that the Town does not incur any costs for recording and that will be the responsibility of Attorney Dangora.

Member Favreau asked if this needs to go to Town Meeting for approval. Attorney Dangora stated that this did not come from Town Meeting, so we don't need Town Meeting approval.

**MOTION** - Secretary Darris-O'Connor made a motion that the Select Board release the restrictions for Clarence Street lots deed. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**13. Request of a One Year Extension on a 2025 Community Grant Award for Hike Beautiful Billerica – Requested by Marlies Henderson**

Marlies Henderson appeared for the extension of the 2025 Community Grant Award. They have not spent all the money yet and would like a year extension.

Vice Chair Burrows asked if you ever thought about purchasing the equipment. Ms. Henderson replied yes but then they would have to store it.

Member Rosa stated that he has no problem with the extension.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the one-year extension for the 2025 Community Grant Award for Hike Beautiful Billerica. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**Public Hearings**

**4. Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.**

Member Rosa stated that he is concerned with the multiple continuance because it can fall through the cracks.



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

**MOTION** - Secretary Darris-O'Connor made a motion to continue the public hearing for National Grid #31183913 until December 15, 2025. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**5. Property Tax Classification – In accordance with MGL, Chapters 369 and 661, Acts of 1982, amending Chapter 797, Acts of 1979, the Select Board will Accept Written and Oral Comments and Recommendations on the Option of Selecting a Factor of One for All Classes of Property or Allocating Variable Percentages of the Tax Levy to be Borne by Each Class**

**MOTION** - Secretary Darris-O'Connor made a motion to open the public hearing for the Property Tax Classification at 6:12 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

John Spediel, Chief Assessor joined the meeting for the property tax classification. Mr. Speidel summarized his memo that was provided to the Board. Mr. Speidel suggested the CIP Shift of 175% to commercial. The Levy capacity is \$168 million.

**MOTION** - Member Rosa made a motion that the Select Board adopt a determination of a residential exemption for up to 20%. The motion was seconded by Member Favreau and voted 0-5-0. The motion fails.

**MOTION** - Member Rosa made a motion that the Select Board adopt a determination of a discount factor up to 25% for all land classified as open space. The motion was seconded by Member Favreau and voted 0-5-0. The motion fails.

**MOTION** - Member Rosa made a motion that the Select Board adopt a potential of a small business commercial tax exemption. The motion was seconded by Member Favreau and voted 0-5-0. The motion fails.

Chair Pavidis asked what the recommendation is. Mr. Spediel stated that he recommends the 175% shift.

Member Favreau asked what is the \$1.9 million in free cash referencing on page 21, Section 3.c.2. Amit Chhyani joined the meeting. Mr. Chhyani replied that the \$1.9 million includes the transfer of \$1.3 from the debt stabilization into the General Fund and any other miscellaneous appropriations or revenue.

Member Rosa stated that he would support the 175%. In the chart, there are 51 lines but only 26 towns listed and he assumes the green line is Billerica. Mr. Speidel stated that it should be landscape. In the Residential and Business value, the residential has gone down but the commercial value has gone up. Mr. Speidel stated that the residential value is up 1.6%, the commercial value is up 2.6% and industrial value is .7%. Member Rosa stated that hopefully the zoning changes that were just approved will help fill the empty office space.

**MOTION** - Secretary Darris-O'Connor made a motion that the Select Board adopt a residential factor tax rate of 78.52%. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Member Favreau stated that last year we voted against the meal tax and voted for the hotel tax but the recap shows revenue. Mr. Chhyani stated that comes from the State, this is not local receipts.

**MOTION** - Secretary Darris-O'Connor made a motion to close the public hearing. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**6. Public Hearing – National Grid and Verizon #31208340 – National Grid to install (1) JO Pole (#0-50) on Sumac Street at a point ~80' easterly from existing pole #62 at 179 Pond Street to reduce the existing span and raise sagging wires on Sumac Street**



**TOWN OF BILLERICA  
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**MOTION** - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31208340 at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Alec Birdsong from National Grid joined the meeting. This request was from the abutters due to the sagging wires.

Member Rosa asked if any abutters have reached out and water and sewer needs to be called separately to the DPW and is not done through DigSafe. Mr. Birdsong replied that no abutters have reached out and yes they are aware they have to contact the DPW for water and sewer mark outs.

There were no questions from the audience in person or online.

**MOTION** - Secretary Darris-O'Connor made a motion to close the public hearing at 6:39 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition #31208340 for Sumac Street. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**7. Public Hearing – National Grid and Verizon #31188392 – National Grid to install (1) JO Pole (#34-50) on Pollard Street beginning at a point ~160' Northeast of the centerline of the intersection of High Street and Pollard Street**

**MOTION** - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31188392 at 6:39. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Alec Birdsong from National Grid joined the meeting. There is a load break and the pole is a liability.

Member Rosa stated that there will be 3 poles within 94' of each other, so why is this needed. Mr. Birdsong stated that it is needed for reliability. Member Rosa asked if any abutters have reached out and water and sewer needs to be called separately to the DPW and is not done through DigSafe.. Mr. Birdsong replied that no abutters have reached out and yes they are aware they have to contact the DPW for water and sewer mark outs. Secretary Darris-O'Connor stated that our staff addresses those concerns in their comments.

There were no questions from the audience in person or online.

**MOTION** - Secretary Darris-O'Connor made a motion to close the public hearing at 6:42 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition #31208340 for Sumac Street. The motion was seconded by Member Rosa and voted 4-1-0. Member Rosa voting against.

**8. Public Hearing – Notice of Grant of Location – An application from Cablevision Lightpath, LLC to excavate and place handholes and conduit within the Town's right of way at #1 and #3 Federal Street**

**MOTION** - Secretary Darris-O'Connor made a motion to open the public hearing for a grant of location for Cablevision Lightpath at 6:43 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Jeffrey Harrington appeared for Cablevision Lightpath. This request is to extend fiber option cable to 3 Federal Street.



**TOWN OF BILLERICA  
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Member Rosa asked if any abutters have reached out. Mr. Harrington stated that three abutters asked to extend it to them. Member Rosa asked if you have read the DPW comments. Mr. Harrington replied yes.

There were no questions from the audience in person or online.

**MOTION** - Secretary Darris-O'Connor made a motion to close the public hearing at 6:46 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the grant of location for Cablevision Lightpath LLC to excavate and place handholes and conduit within the Town's right of way at #1 and #3 Federal Street subject to the applicant receiving a street opening permit. The motion was seconded by Member Rosa and voted 5-0-0.

**Appointments**

**Presentation**

**Committee Reports**

**Old Business**

**14. Town Manager's Report**

Mr. Dillon gave the Town Manager's Report.

Mr. Dillon introduced the new Assistant Town Manager, Ann Marie Casey.

**Town Manager's Office**

- Ann Marie Casey started working for the Town of Billerica last Monday, November 10<sup>th</sup> as the Assistant Town Manager. She hit the ground running and has already helped improve communications from the Town Manager's office.
- The Nova Scotia to Boston Christmas Tree is in Billerica on 11/17/2025. The tree will spend the night at the Main Fire Station similar to last year. Residents are more than welcome to head down to see the tree before it heads to Boston.
- I had a meeting this past week regarding the Town Center improvements. Engineers are modifying the plans from earlier versions and will present to the Select Board once those modifications are completed.
- As the Board is aware, the 8 of 58 for the Griggs Farm was denied. The Tax Collector's office has sent a letter notifying Mr. Griggs of his need to pay his taxes.
- My office has received calls regarding the Community Choice Power Supply Program. The standard rate will change in January from \$0.14011 per kWh to the new rate of \$0.13619 per kWh.

Member Rosa asked what is the update on the Town Center. Mr. Dillon stated that he was told that the last update indicated that the left turn off of River Street was removed because there was not enough money. Member Rosa asked if you can come back in December with an updated plan. Mr. Dillon replied yes, the plan is going to included updates to crosswalks for safety, millwork of existing road. Member Rosa stated that we should look at replacing the lights and make sure there are crosswalks with traffic control. We also should look at adding a TIP project for Charnstaff and Concord Road. We have \$2 million in free cash for lights. Chair Pavidis stated that they are going to come back in December.

Secretary Darris-O'Connor stated that on the Town Center he hopes that any improvements can be built upon for more improvements in the future.



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Secretary Darris-O'Connor stated that the 8 of 58 was denied by the State. The employees are doing their job. Mr. Dillon stated that there is a statutory requirement to notify the owner if there is a potential of tax taking.

Member Favreau stated that we received funding of \$2.7 million from Town Meeting but asked about \$1 million from Lori Trahan. Mr. Dillon stated that he was told that it was not coming but he can look into this further. Member Favreau stated that we met with an aide from Lori Trahan's office in February and they said to be cautious but it was not a denial.

Member Favreau asked for a copy of the 8 of 58 application.

**Department of Public Works**

- **Roadway Management 2025:** Still waiting on pavement markings crew for Middlesex Turnpike, Andover Road, George Brown Street, and Oak Street. Paving on Harnden Road and Bridge Street was delayed for drain repairs; we anticipate paving before Thanksgiving. Patching crew is scheduled for next week.
- **Yankee Doodle Bike Path:** The YD Phase 1 project should officially be awarded by MassSecretary Darris-O'ConnorT in early December.
- **River Street Pedestrian Traffic Signal (near Housing Authority complex):** We were able to make repairs to this signal, and it is now working properly.

**Recreation Department**

**Winter Program Registration**

Registration for winter programs kicked off on 11/13. Many programs are filling up quickly! To view available programs and to register, please visit our website at: [www.billericarec.com](http://www.billericarec.com).

**Youth Wrestling** - begins the first week of December, and we still have a few spots remaining. Sign up today to get in on the fun!

**Ski & Snowboard Club** – Registration is open for our upcoming Mt. Wachusett Ski & Snowboard Club. Lift ticket prices increase on 12/2, so we strongly recommend registering before the price goes up! Lessons will also sell out quickly, so register soon!

**Upcoming Holiday Events** – Make sure to mark your calendars and join us for these special activities happening throughout the holiday season! Please visit our website for more information.

- **Holiday Lights!** – Calling all local Griswolds! Want to show off your holiday spirit? Register your home to be included in our published list of holiday light displays and spread the cheer this season!
- **12/12 – Holiday Family Fun Night** (free family fun night with crafts, holiday movie, and pizza!)
- **12/13 – NYC Bus Trip**
- **12/14 – Holiday Bash** (our biggest event of the season – skating rink, attractions, enchanted holiday lights train ride, and so much more!)
- **12/22 – Jingle Bell Walk** (come for a stroll through PHR and enjoy our holiday lights with a cup of hot chocolate and holiday giveaways!)

**Old Ditson (Pinehurst Park) Project Update**

This project continues to move along quickly. The walking path is now paved and pavilion constructed. Notable items left needed to be completed include: fencing, seeding, and striping of the new parking lot. These items will be done over the next couple of weeks. The installation of the Fitness Court will take place



**TOWN OF BILLERICA  
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this spring. Given the calendar, we expect to hold off on a formal ribbon cutting until Spring 2026, but are happy to see families enjoying the new playground, basketball courts, and other amenities between now and then.

Member Rosa asked if there has been another neighborhood meeting. Mr. Dillon replied no, but he is working on it.

**Recreation Center Update**

The Recreation Center also continues to progress. The roof deck has been installed, and the building has now been fully tarped to allow for heating and install of concrete subflooring. The parking lot will also see progress in the upcoming week with grading work and paving.

**Economic Development/Planning update**

Billerica was featured in the September edition of *Business in Focus* magazine.

Member Rosa state that this is a great article.

**15. Discussion on Statement Of Interest (SOI) to MSBA Overview to the Select Board – Requested by Dr. Clery**

Dr. Clery and Sean Bartlett appeared to discuss the SOI for a new middle school. Dr. Clery stated that she understands the needs of the town and tonight is just to get an informal approval to move forward with a SOI for a new middle school.

Chair Pavidis stated that the price tag can be scary but this will take a lot of work and she would like to get a sense of the Board. This is non-binding discussion and she is in full support.

**MOTION** - Member Favreau made a motion to give the authority of the School Superintendent to move forward and support the SOI. The motion was seconded by Vice Chair Burrows. After the following discussion it was voted 5-0-0.

Member Rosa stated that this is a major decision and we should have discussion. There was no vote on the agenda. The Chair can move the motion out of order. Member Favreau stated that we could allow the discussion on the motion but the longer we wait the more expensive it will be.

Vice Chair Burrows stated that this is the first step of 5,000. We all know the condition of the Locke School.

Member Rosa stated that we need to talk about combining the two middle schools. The Dutile is in bad shape also. We are still paying for the Parker School and High School. The Shawsheen Tech is moving to Phase II for a new school which will have a huge impact on our budget. We can't forget our seniors which are the fastest growing population. We need to have real consideration of merging the middle schools. We should try to offset the tax impacts. We should talk about this early on.

Dr. Clery stated that for the MSBA we will put forward the Locke School but for the community we will look at savings for merging the two schools.

Member Rosa stated that on the student analysis, there is only 178 extra in the middle school range. Dr. Clery stated that we will also look at moving the 8<sup>th</sup> grade back to the middle school. Member Rosa stated that we should start discussions on this early on.

Member Favreau stated that the timing is important because other communities will be filing for new schools ahead of us.



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Secretary Darris-O'Connor stated that he fully supports this. There has been a lot of maintenance done in house but costs will just go up.

**16. Discussion and Possible Vote – On a Ban of Crypto/Bitcoin ATMs in the Town of Billerica – Requested by Chair Pavidis**

Lt. Detective Sean Coffey appeared for the discussion on banning Crypto/Bitcoin ATMs. There has been twelve documentation incidents of fraud within 2 years. When the money is transferred, it's done immediately and irreversible. There are safer ways to deal with Bitcoin. The State is not taking any action.

Chair Pavidis asked how many ATMs are in town. Lt. Coffey replied six.

Member Rosa asked if this would prevent these ATMs in private clubs. Lt. Coffey replied that was correct. Member Rosa stated that in Section 3, could we allow them with a license through the Select Board and Police Department. Lt. Coffey stated that they could require a license but that still wouldn't prevent fraud. Member Rosa stated that he likes the enforcement aspect but the amounts of the fraud could be a felony. Lt. Coffey stated that the machines are just a conduit of the transfer.

Secretary Darris-O'Connor stated that there has been sensationalism in the media with the machines. The stores receive revenue from the machines and they allow residents to transfer Bitcoin to family abroad. This is a legit transfer. There is no difference between this and scams involving bank transfers or gift cards. There needs to be a better understanding and more education. Lt. Coffey agreed with education but they have been very successful in getting money returned with bank transfers and gift cards because they can be tracked. With Bitcoin, it's instant and almost impossible to trace.

Member Favreau stated that \$320,000 in fraud is from Billerica alone. Lt. Coffey replied yes. Member Favreau asked what is the highest demographic. Lt. Coffey replied elderly and intellectually challenged. Member Favreau stated that she initially thought it was an overreach but we need to protect our residents.

This will be sent to Town Counsel for review.

**17. Discussion and Possible Vote on Do Not Enter Signs from ~~7:30-7:45 AM to 9:00-8:45 AM and 1:30-2:15 PM and 3:00-3:15 PM~~ For Parker Street to Richardson Street – Requested by Chair Pavidis**

Chair Pavidis stated that this is a follow up. Vice Chair Burrows stated that a lot of people have reached out due to increased traffic around dismal and arrival times. He is asking for a vote of support.

Chair Pavidis stated that we need to come up with a long term plan coming but this is a quick immediate fix.

**MOTION** - Vice Chair Burrows made a motion to install two Do Not Enter signs on Parker Street and Richardson Road at the discretion of the DPW and Town Manager. After the following discussion, the motion was voted 4-1-0. Secretary Darris-O'Connor voting against.

Member Rosa asked if the Safety Officer has looked at this request. Mr. Dillon stated that he has submitted this request to the Safety Officer and the Police Chief and they are also talking with Town Counsel about enforcement.

Member Favreau asked when will this come before us for the final project. Mr. Dillon stated that they will be discussing Parker Street at the next meeting. The DPW is working on a pavement schedule for next year. Member Favreau asked if the study will include the schools. Mr. Dillon replied he believed so.

Secretary Darris-O'Connor stated that we are not traffic engineers and we should have a traffic study or input from our engineers before we vote on anything.



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

**New Business**

**Approval of Meeting Minutes**

**18. July 15, 2025-July 14, 2025 Regular Meeting**

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of July 14, 2025 as submitted. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**19. October 20, 2025 Regular Meeting**

Member Rosa stated that there were a few minor edits that were provided tonight.

**MOTION** - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of October 20, 2025 as amended. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

**Meeting Schedule**

December 8, 2025 and December 15, 2025

**Executive Session**

- 20. Executive Session Pursuant to G.L c. 30A§ 21(a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion on the Northern Middlesex Council Of Governments (NMCOG) Appeal of the Historic District Commission (HDC) Decision regarding the Talbot Dam**
- 21. Executive Session Pursuant to G.L c. 30A§ 21(a) (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – Open Meeting Law, G.L. c. 30A § 22(f), (g) – Discussion on Possible Release of the Executive Session Recording and Meeting Minutes of November 3, 2025 Executive Session (Redacted or Non-Redacted)**

Secretary Darris-O'Connor stated that we will only return to regular session to adjourn the meeting.

**MOTION** - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion on the Northern Middlesex Council Of Governments (NMCOG) Appeal of the Historic District Commission (HDC) Decision regarding the Talbot Dam at 7:48 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

**MOTION** - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21 (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – Open Meeting Law, G.L. c. 30A § 22(f), (g) – Discussion on Possible Release of the Executive Session Recording and Meeting Minutes of November 3, 2025 Executive Session (Redacted or Non-Redacted)at 7:15 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.



**TOWN OF BILLERICA  
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**MOTION** - Secretary Darris-O'Connor made a motion to adjourn the regular meeting of November 17, 2025 at 8:14 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. Vice Chair Burrows voting against.

*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>**

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TOWN OF BILLERICA  
SELECT BOARD MINUTES  
NOVEMBER 17, 2025

**Exhibits for the Select Board Meeting – November 17, 2025**

**Call to order 6:00 PM**

1. **Open Microphone** – No Exhibits

**Announcements**

2. **Vacancies on Boards and Committees** – Vacancy List dated 11/14/25  
3. **All other announcements may be viewed on the Town of Billerica website** - No Exhibits

**Proclamation and Public Recognition**

**Public Hearings**

4. **Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9’ westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.** - NG application dated 08/27/25, DPW Comments dated 10/09/25, Contractor Acknowledgement Form dated 10/15/25, Electrical Comments dated 10/14/25, PD Comments dated 10/10/25, Notice of Hearing undated, Abutters List dated 10/06/25
5. **Property Tax Classification – In accordance with MGL, Chapters 369 and 661, Acts of 1982, amending Chapter 797, Acts of 1979, the Select Board will Accept Written and Oral Comments and Recommendations on the Option of Selecting a Factor of One for All Classes of Property or Allocating Variable Percentages of the Tax Levy to be Borne by Each Class** – Tax Classification Hearing dated 11/17/25
6. **Public Hearing – National Grid and Verizon #31208340 – National Grid to install (1) JO Pole (#0-50) on Sumac Street at a point ~80’ easterly from existing pole #62 at 179 Pond Street to reduce the existing span and raise sagging wires on Sumac Street.** - NG application dated 09/19/25, DPW Comments dated 11/06/25, Contractor Acknowledgement Form dated 11/07/25, Electrical Comments dated 11/10/25, PD Comments dated 11/10/25, Notice of Hearing undated, Abutters List dated 11/06/25
7. **Public Hearing – National Grid and Verizon #31188392 – National Grid to install (1) JO Pole (#34-50) on Pollard Street beginning at a point ~160’ Northeast of the centerline of the intersection of High Street and Pollard Street** - NG application dated 09/11/25, DPW Comments dated 11/06/25, Contractor Acknowledgement Form dated 11/07/25, Electrical Comments dated 11/10/25, PD Comments dated 11/10/25, Notice of Hearing undated, Abutters List dated 11/06/25
8. **Public Hearing – Notice of Grant of Location – An application from Cablevision Lightpath, LLC to excavate and place handholes and conduit within the Town’s right of way at #1 and #3 Federal Street** – Petition dated 11/07/25, DPW Comments 11/14/25, Contractor Acknowledgement Form dated 11/14/25, Email from B. Bertram dated 11/14/25, Notice of Hearing undated, Abutters List dated 11/06/25

**New Business (Quick Items)**

9. **Transfer of a Class II License FROM Dampolo Automotive Inc. dba Sal’s Automotive at the premises located at 313 Boston Road, Billerica, MA TO Sal’s Gas Auto Sales & Services** – Billerica Application dated 10/27/25, Application for Class II dated 10/27/25, Abutters List dated 10/28/25, Notice of Hearing undated, Plan of land dated 08/22/1962, GIS picture undated, Insurance binder dated 11/4/25, Email from M. LaLumiere dated 11/07/25



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10. Request (4) 18" x 24" Signs in the Common from November 18<sup>th</sup> to December 6<sup>th</sup> for St. Matthew Parish Hall's Annual Christmas Fair on December 6, 2025 from 9:00 AM to 3:00 PM – Sign picture undated
11. Right of First Refusal – 81 Salem Road, Unit #102 – Memo from Chapa dated 11/05/25, Email from B. Correnti dated 11/06/25
12. Request that the Select Board Sign a Termination of Period of Enforceability of Restriction for Clarence Street Lots – Requested by Attorney Dangora – Memo from J. Dangora Jr. dated 10/15/25,
13. Request of a One Year Extension on a 2025 Community Grant Award for Hike Beautiful Billerica – Requested by Marlies Henderson – Email from M. Henderson dated 11/14/25

Appointments

Presentation

Committee Reports

Old Business

14. Town Manager's Report – Dated 11/17/25

15. Discussion on Statement Of Interest (SOI) to MSBA Overview to the Select Board – Requested by Dr. Cleary – Presentation dated 11/17/25

16. Discussion and Possible Vote – On a Ban of Crypto/Bitcoin ATMs in the Town of Billerica – Requested by Chair Pavidis – Proposal from C. Frost dated 11/03/27, Proposed Draft General Bylaw undated

17. Discussion and Possible Vote on Do Not Enter Signs from ~~7:30-7:45 AM to 9:00-8:45 AM and 4:30-2:15 PM and 3:00-3:15 PM~~ For Parker Street to Richardson Street – Requested by Chair Pavidis – Sample Sign picture undated, GIS map undated, Email from K. Clery dated 11/14/25

New Business

Approval of Meeting Minutes

18. July 15, 2025-July 14, 2025 Regular Meeting – Minutes undated

19. October 20, 2025 Regular Meeting– Minutes undated

Meeting Schedule

December 8, 2025 and December 15, 2025 – No Exhibits

Executive Session

20. Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion on the Northern Middlesex Council Of Governments (NMCOG) Appeal of the Historic District Commission (HDC) Decision regarding the Talbot Dam – See Executive Session Minutes

Approved On: \_\_\_\_\_

**BILLERICA SELECT BOARD  
FEBRUARY 23, 2026 @ 6:00 PM  
REMOTE ONLY**

**Select Board Present via zoom:** Chair Pavidis, Vice Chair Burrows, Secretary; Daniel Darris-O'Connor, Member Rosa, Member Favreau

**Staff Present via zoom:** Assistant Town Manager; Ann Marie Casey, Director of Administrator Services; Dawn McDowell, Confidential Assistant; Kerri Rufo

**Attendees present via zoom:** NMCOG; Jenny Raitt, Kelly Lynema, National Grid; Alec Noel-Birdsong, Shawsheen Valley Tech Superintendent; Tony McIntosh, Billerica Food Pantry; Sandra Giroux

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**Call to order 6:00 PM**

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

The Pledge of Allegiance was recited

**Roll Call Vote:**

<b>Darris-O'Connor</b>	<b>Present</b>
<b>Favreau</b>	<b>Present</b>
<b>Vice Chair Burrows</b>	<b>Present</b>
<b>Rosa</b>	<b>Present</b>
<b>Pavidis</b>	<b>Present</b>

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**1. Executive Session**

Cancelled by Town Counsel due to power outage

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**Public Comments**

Chair Pavidis opened the Open Microphone portion of the meeting and reminded participants that comments are limited to three minutes.

**Kelly Sardina** expressed concern about holding the meeting during weather-related power outages in surrounding communities. She asked whether members of the public would be permitted to ask questions on agenda items later in the meeting and was advised that public comment is limited to the Open Microphone portion at the discretion of the Chair. She stated that the January 12 minutes were inaccurate and requested they not be voted on until she could review them with the Recording Secretary. She further commented on the proposed Shawsheen Tech feasibility study and the lithium battery storage moratorium, expressing opposition to moving forward with funding related to Shawsheen Tech prior to knowing the Town's budget and expressing support for the moratorium.

**Donald Damon, 17 Harnden Road**, spoke in opposition to Agenda Item 26 (Automated License Plate Readers) and Agenda Item 16 (Shawsheen Tech Feasibility Study). He referenced a recent Whittier Tech school vote and discussed potential projected costs to Billerica, urging the Board to vote no on the feasibility study funding and to prioritize the Locke School.

**Grace Tucci, 227 Carson Street**, spoke in opposition to moving forward with the Shawsheen Tech feasibility study prior to knowing the Town's financial position. She also asked whether the Police Chief would be available to answer questions regarding the ALPR agenda item.

**Mary Leach** announced the upcoming Billerica Cleanup Greenup Week, scheduled for April 18 through April 25, in collaboration with Beautify Billerica and the Recreation Department. She encouraged residents to participate and noted that Shawsheen Tech students have indicated interest in participating.

**Justin Damon** spoke in opposition to the Flock safety cameras and urged the Board to remove or ban them, citing civil liberties concerns.

**Diana Saunders** spoke regarding the Shawsheen Tech budget and urged the Board to table the item until more financial information is available and the Town's budget position is clearer.

**Michael Parker** spoke in support of considering the Town Manager's financial planning regarding the Shawsheen Tech feasibility study and stated he would defer to the Police Chief's recommendation regarding the camera program. He also expressed appreciation for the Board holding the meeting.

Chair Pavidis closed the Open Microphone portion after confirming no additional hands were raised.

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## **Announcements**

### **2. Vacancies on Boards and Committees**

Secretary Darris-O'Connor read the Vacancies

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

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## **Consent**

4. Bike Run-May 17, 2026 The National Brain Tumor Society
5. Bike Run-September 13, 2026-NEPC Cool Kidz 5k
6. Change of Managers: MHF Billerica Operating Tenant VII LLC dba Courtyard Billerica, 270 Concord Road
7. Proclamation -Black History Month (100th Anniversary)
8. Proclamation - Outstanding Contributions to the Billerica 250th Committee
9. Minutes-January 12, 2026 Select Board
10. Minutes-February 02,2026 Select Board
11. 1 Day Liquor License COA-Black Tie Bingo March 27,2026

Select Board Member Darris-O'Connor introduced the Consent Agenda and moved to approve the Consent Agenda as presented. Select Board Member Rosa raised a point of order and stated that two items should be pulled from the Consent Agenda and voted separately: (1) items related to liquor licensing matters that directly impact the liquor license authorized for a facility, and (2) the one-day liquor license for the Council on Aging

“Black Tie Bingo,” stating that one-day licenses should be handled consistently and that prior experience with similar requests supported individual review.

Select Board Member Favreau stated that two proclamations she submitted had been placed on the Consent Agenda and requested they be removed for public reading. She requested that the 100th anniversary of Black History Month proclamation be read that evening and asked that the 250th Committee proclamation be held until the March 2, 2026 meeting so it could be presented in person.

**Motion:**

**Secretary Darris-O’Connor moved to approve the consent agenda as presented in the Select Board packet.**

**Vice Chair Burrows seconded the motion.**

Member Rosa initially voted Aye, then stated he misunderstood the motion and believed the vote was to withdraw items from the Consent Agenda for separate action. After discussion, the Chair clarified the vote was on approving the Consent Agenda as presented

<b>Darris-O’Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Nay</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Nay</b>
<b>Pavidis</b>	<b>Yea</b>

Following the vote, Select Board Member Darris-O’Connor read the proclamation recognizing the 100th anniversary of Black History Month, and the Select Board issued the proclamation dated February 23, 2026.

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**Public Hearings-On Zoom- Alec Noel-Birdsong From National Grid**

12. **National Grid/Verizon-WO# 31235419**-(French St)Petition to install one (1) joint utility pole on French Street near Middlesex Turnpike, pursuant to M.G.L. c. 166, §§ 21 and 22.

**Motion to Open the Public Hearing:**

**Secretary Darris-O’Connor moved to open the Public Hearing for National Grid WO# 31235419 at 6:34 PM**

**Vice Chair Burrows seconded the motion.**

<b>Darris-O’Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

The Chair inquired whether a representative from National Grid was present. No representative appeared or responded.

**Motion to continue the Public Hearing:**

**Secretary Darris-O’Connor moved to continue the Public Hearing to March 2, 2026**

**Member Rosa seconded the motion.**

**Darris-O'Connor**    **Yea**  
**Favreau**            **Yea**  
**Burrows**            **Yea**  
**Rosa**                **Yea**  
**Pavidis**            **Yea**

**The Public Hearing was continued to March 2, 2026.**

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Member Dina Favreau noted that in the online agenda packet, Item #13 was listed as “New Business – Community Farmers Market” and questioned whether this was a typographical error.

Chair Jillian Pavidis stated that she had the item listed as #14. Board members JB, Mike Rosa, and Daniel Darris-O'Connor confirmed that they also had the item listed as #14 under New Business.

Ms. Favreau clarified that Item #14 in the packet was listed as the Public Hearing for National Grid and noted the discrepancy for the Board’s awareness.

The Chair acknowledged the clarification and thanked Ms. Favreau.

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**New Business (Quick Items)**

**13. Billerica Community Farmers Market Seasonal License Application**

Location: 793 Boston Road, Dates: Every Monday June 15th-September 28<sup>th</sup> Operating Hours: 2-7 P.M., Live music 3-7 P.M.

Katie Shubin was present remotely on behalf of the Billerica Farmers Market. She stated the organization is excited for the 2026 season and its updated location, including ADA-compliant walkways and a new pavilion. She invited members of the Select Board to attend opening day.

Members of the Board expressed support for the Farmers Market. No questions were raised.

**Motion:**

**Secretary Darris-O'Connor moved to approve the Seasonal License Application as presented in the Select Board packet.**

**Member Rosa seconded the motion.**

**Darris-O'Connor**    **Yea**  
**Favreau**            **Yea**  
**Burrows**            **Yea**  
**Rosa**                **Yea**  
**Pavidis**            **Yea**

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#### **14. Establish a Select Board Policies and Procedures Review Committee**

Discussion and possible vote to establish a temporary advisory committee to review existing Select Board policies and procedures, identify outdated, unclear, or inconsistent provisions, and recommend updates or new policies to improve governance, transparency, and legal compliance. The committee would report its findings and recommendations back to the full Select Board for consideration and would have no independent decision-making authority.

The Chair introduced Item 15 regarding the establishment of a Select Board Policies and Procedures Review Committee. The Chair stated that, as several recent meetings have included requests to amend, add, or remove policies, and given that the policies have not been comprehensively reviewed in some time, it may be beneficial to create a committee to review the Select Board's policies and procedures and return recommendations to the full Board.

Member Rosa stated that a committee should first be formally created by vote of the Select Board and referenced the memorandum included in the meeting packet indicating that the Select Board shall determine the committee's membership. He expressed interest in participating and suggested including two members of the Select Board, Dawn McDowell, and Kerri Rufo, along with Town Counsel.

Member Favreau stated she supported the concept of a review committee and clarified that nothing undertaken by the committee would preclude individual members from bringing forward policy changes independently. She also expressed interest in serving on the committee.

#### **Motion:**

**Member Rosa moved to create a subcommittee of the Select Board consisting of two members of the Select Board, Dawn McDowell, Kerri Rufo, and Town Counsel to review the Select Board's policies and procedures and report back to the full Board.**

**Member Favreau seconded the motion.**

#### **Roll Call Vote:**

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

Following the vote, Member Rosa stated that, based on the Chair's memorandum, the full Board should appoint the committee members.

**Member Darris-O'Connor moved to amend the structure to make the committee a Chair-appointed committee.**

**Vice Chair Burrows seconded the motion.**

#### **Roll Call Vote:**

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

**Motion carried, 3-2.**

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#### **Presentation-**

## **15. Shawsheen Valley Tech-MSBA Facilities Studies Informational Presentation Superintendent- Tony McIntosh will be in attendance**

Superintendent Tony McIntosh appeared before the Select Board to provide an overview of Shawsheen Valley Technical School's Massachusetts School Building Authority (MSBA) Feasibility Study process and to explain the district's request to place a related article on the Spring Town Meeting Warrant.

Mr. McIntosh stated the district was not requesting the Select Board approve or allocate funding at this time; rather, the district was requesting that the matter be included as a Spring Town Meeting warrant article so voters could consider it. He noted Shawsheen Tech was accepted into the MSBA pipeline in December 2024, the eligibility window opened in August 2025, and the district has completed the required documentation for eligibility, with the remaining item being funding for a feasibility study.

Mr. McIntosh stated the total feasibility study cost is \$1,498,587 across the district's five member communities. He explained that Billerica's proposed share for the warrant article would be up to \$554,002 (not to exceed). He added the district is pursuing the use of Excess & Deficiency (E&D) funds and hopes to fund as much as possible internally, but does not yet have a certified figure from the Department of Revenue.

Mr. McIntosh described the current facility as overcrowded and aging: the building was constructed in 1970 for approximately 1,000 students, with current enrollment around 1,300. He noted operational constraints (including limited auditorium seating and multiple lunch blocks) and stated the feasibility study would evaluate building systems and present multiple scenarios (renovation, renovation/expansion, and new construction), including cost and funding scenarios. He explained that MSBA's process requires using MSBA-approved lists for key services (e.g., Owner's Project Manager and designers). He also outlined later MSBA phases including schematic design, funding votes in each community, detailed design, construction, and MSBA reimbursement/closeout practices.

### **Board Questions/Comments**

Member Rosa thanked Mr. McIntosh for attending and stated he did not support a vote being taken that evening. He emphasized the need for the Town Manager to weigh in on funding options and stated the Board had not yet reviewed the Town's budget in detail. Member Rosa asked Mr. McIntosh to address prior public reporting regarding E&D certification and audit issues. Mr. McIntosh explained the district engaged TMS Solutions (Auburn) to assist with business operations and has had on-site consulting support two days per week since late July/early August, including process and procedure updates and improvements to the district's financial system utilization. He stated the district is addressing prior audit findings and working to prevent future issues. Mr. McIntosh confirmed the district is on top of the issues and either has resolved them or is in the process of doing so.

Member Rosa raised questions about potential future funding mechanisms (debt exclusion vs. override). Mr. McIntosh stated he did not have those details at this stage and is currently focused on feasibility-study funding and warrant article placement; he noted his understanding is that vocational projects involve a district-wide vote approving the project and funding simultaneously, with details to be determined later in the process. Member Rosa discussed broader competing capital priorities within Billerica and asked when the district expects to have E&D numbers; Mr. McIntosh stated he hopes to have them soon but did not have a firm timeline.

Member Favreau stated she supported Shawsheen and vocational education but echoed concerns about timing, the Town's budget review process, and confidence based on prior audit/news reporting regarding cash reconciliation and overspent accounts affecting E&D certification (referencing an amount around \$986,000). She

stated she could not support placing the article on the Spring Town Meeting Warrant without additional clarity and supporting materials and noted warrant articles are due March 23, allowing time for further information.

A discussion followed regarding a prior assertion about a “5% contribution” toward a capital stabilization fund. Mr. McIntosh stated that an annual 5% contribution was not included in the budget and that stabilization funding was intended to come from E&D rather than an assessment to towns. Member Favreau maintained the district had voted to approve a 5% contribution of the base budget toward stabilization and stated that this was part of the need for clarity related to the E&D amount in question. Member Favreau requested any documentation supporting the feasibility study cost estimate (e.g., MSBA guidance or documentation supporting the \$1.5M figure). Mr. McIntosh stated the estimate was based on MSBA-supplied budget numbers and that an RFP would not occur until after funding approval and would then follow MSBA guidelines.

Vice Chair Burrows expressed support for allowing the matter to proceed to Town Meeting for discussion and decision, describing it as support for moving the process forward rather than approving spending. He noted feasibility studies are a common early step and indicated he could support placing the item before Town Meeting.

Secretary Darris-O’Connor thanked Superintendent McIntosh and stated support for letting the MSBA process proceed and allowing Town Meeting to decide. He noted the Select Board does not have authority to allocate or spend funds and stated that trying to prevent the MSBA process could have negative implications for future MSBA-related projects in town (including a potential middle school).

Chair Pavidis thanked Superintendent McIntosh and stated that, given the March warrant timeline, there is time to obtain additional information. The Chair stated that ultimately Town Meeting should decide.

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## **16. NMCOG Status Report- Executive Director Jenny Raitt and Deputy Director-Kelly Lynema**

### **Select Board Role:**

Informational update only.

### **NMCOG Overview**

Ms. Raitt provided NMCOG’s annual report to the Select Board and the community. She explained NMCOG is the regional planning agency based in Lowell, established in 1963 to increase municipal capacity, foster regional cooperation/coordination, and provide local and regional planning services. NMCOG is governed by an 18-member council with representation from nine member municipalities.

Ms. Raitt reported NMCOG adopted its first strategic plan (a three-year plan) in early 2025 with priorities to:

- Mobilize and accelerate local and regional plan goals
- Lead regional collaboration, advocacy, and engagement
- Ensure the ongoing health and growth of the agency

Ms. Raitt identified Billerica’s local representatives/designees to NMCOG, including Select Board Member Dina Favreau, Planning Board representative Chris Tribou (noting he also served as Assistant Clerk beginning November 2025), and alternate Mary McBride of the Finance Committee (noting she has served as Clerk). Ms. Raitt noted and thanked Member Favreau for participation, including involvement in the strategic planning process and a recent Fair Housing conversation/listening session hosted with Community Teamwork (Lowell) and the Executive Office of Housing and Livable Communities.

Work Completed with the Town of Billerica (Past Year/Year and a Half)

Deputy Director Kelly Lynema summarized NMCOG assistance to Billerica, including efforts tied to state-law compliance and local planning initiatives:

- MBTA Communities compliance support to the Planning Board and planning staff
- ADU bylaw update assistance to align with state law
- Zoning work to clarify and improve site plan review vs. site plan approval, with the goal of being business-friendly
- Development of a three-tiered site plan review process, with amendments planned for Spring Town Meeting, to align review intensity with project impacts (lower review for “by-right”/small business projects; higher review for larger projects with traffic/parking impacts)
- Support for Master Plan updates, including a best-practices guidance memo and continued assistance seeking grant funding to offset costs (to avoid reliance on capital or operating funds)
- Support for Digital Equity planning to expand access to broadband/devices, especially for residents lacking access
- Assistance with reporting and compliance, including Green Communities compliance and Subsidized Housing Inventory maintenance through the Regional Housing Services Office
- Transportation planning work: a jobs accessibility analysis to help align LRTA service with resident commuting needs; administration of the Transportation Improvement Program (TIP) as MPO staff
- Noted transportation projects: Glad Valley Road construction (TIP-funded) and implementation support for Yankee Doodle Bike Path Phase 1 and 2, including regional traffic counts and data collection
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### Region-Wide Work (Highlights)

Ms. Lynema also summarized NMCOC region-wide initiatives:

- Northern Middlesex Stormwater Collaborative to help communities comply with MS4 stormwater permitting
- Greater Lowell Stronger Together Plan (regional economic development strategy)
- At Home in Greater Lowell – regional housing strategy (Phase 1 completed)
- Envision 2050 long-range transportation plan
- Greater Lowell Vision Zero Plan (goal to eliminate traffic fatalities/serious injuries by 2050) and implementation work through a Greater Lowell Bicycle and Pedestrian Plan
- LRTA bus stop inventory improvements
- Regional digital equity planning
- Monthly convenings of town managers/city manager to address regional issues and regionalization opportunities

### What’s Next (Upcoming Year)

Ms. Raitt outlined planned continued support:

- Support and public-facing materials/presentations for site plan review amendments through Town Meeting
- Continued assistance with next steps for the Master Plan, including pursuit of grants
- Assistance implementing Massachusetts Broadband Institute funding for Billerica’s digital equity program; noted Billerica was identified to lead on behalf of the region in collaboration with UMass Lowell, including device support for libraries and broader connectivity initiatives
- Project to update the Planning Board’s subdivision rules and regulations
- Development of a trail map booklet
- Continued work on At Home in Greater Lowell, including a toolkit, implementation strategies, and creation of a regional housing supply accelerator group
- Merrimack River Revive Project (comprehensive watershed study) to model flooding/water quality across the Lower Merrimack River watershed, produce public maps and reporting tools, and identify potential projects (e.g., culvert resiliency) and funding opportunities
- Continued assistance with Green Communities compliance and advancement of TIP-funded projects/programs

Ms. Raitt closed by thanking the Town for the opportunity and noted NMCOG is open to questions.

### **Board Questions / Comments**

Member Favreau thanked NMCOG for the presentation and noted she participated in the Fair Housing Listening Session. She requested the LRTA jobs accessibility analysis referenced in the presentation; Ms. Lynema stated she would send it as a link.

Member Rosa thanked NMCOG and asked about assistance related to culvert maintenance/cleaning, including culverts on private property impacting downstream flooding. Ms. Raitt offered to follow up directly, connect Member Rosa with Megan Tenhoff (managing the Merrimack River Revive project), and explore available resources/funding options, especially if the issue is urgent.

Member Rosa also asked about promoting recent changes to allowed uses in the industrial zone (noting 51 use changes approved by Town Meeting and the AG), to attract businesses and reduce the residential tax burden. Ms. Raitt congratulated the Town and stated NMCOG could potentially support this through its comprehensive economic development work and the CEDS/SEDS committee participation, and would follow up on ways to support local economic development priorities.

Vice Chair Burrows thanked NMCOG and asked about incentives for ADUs, noting he is seeing more ADUs. Ms. Lynema explained ADU bylaw changes were to comply with state law and that ADUs can be expensive for homeowners (citing costs up to \$300,000–\$350,000 for detached units). In follow-up discussion, she noted an ADU cannot be sold separately from the single-family home and must remain under the same ownership. Ms. Raitt added that MassHousing is developing an ADU loan program anticipated to launch later in the spring, and the Commonwealth (EOHLC) is also exploring additional financial tools and plans to release a report later in the year regarding incentive/loan options for different income levels.

Secretary Darris-O'Connor thanked NMCOG for the presentation and their work.

Chair Pavidis thanked Ms. Raitt and Ms. Lynema for the informative annual report and closed the item.

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### **18. Food Pantry Update-Sandra Giroux**

Sandra Giroux provided an update on behalf of the Billerica Community Pantry and thanked the Town, Select Board, and residents for their continued support.

She reported that in 2025 the pantry served 702 unique families, assisting 14,740 individuals over the year. The pantry distributed 351,709 pounds of food (approximately 176 tons), equating to an estimated 261,000 meals, including over 30,000 meals in December alone. Of those served, 7,618 were adults, 3,096 seniors, 4,026 children, and 374 veterans. Family participation increased from 410 families in January 2025 to 524 families in December 2025.

Ms. Giroux noted the pantry operates entirely through volunteers, totaling 14,784 volunteer hours in 2025. She also thanked the Town for Community Grant funding that allowed the pantry to upgrade to heavy-duty metal shelving.

In response to a question from the Chair about current needs, Ms. Giroux stated the pantry posts a monthly “community ask” on social media and in stores. February’s request is pizza crust, March’s request will be jelly, and a butter drive is scheduled for March 7 to collect enough butter to distribute one pound to each family.

Member Favreau then raised a question to the Chair regarding “equal time” for individuals running for Town Clerk being placed on the agenda. Chair Pavidis responded that the current agenda item was an update on the food pantry and was not related. Member Favreau asked whether the Chair was aware of the equal time clause during town elections; Chair Pavidis stated she was aware.

The Board thanked Ms. Giroux for the update and for the pantry's ongoing service to the community.

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**Old Business**

19. **Discussion and Vote to Award Community Funds Grant Applications** that are in compliance with the Select Boards policy. *Applications on File in the Select Board Office*

**Motion:**

**Secretary Darris-O'Connor moved to approve the Community Fund Grant Applications and the grant award amounts as presented. The motion was seconded.**

**Vice Chair Burrows seconded the motion.**

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

Following the vote, Member Rosa suggested that the Board publicly announce the organizations receiving grants and their respective award amounts, and noted that the Board typically holds a future meeting to present checks publicly.

Chair Pavidis stated that due to the length of the agenda, the public announcement could be made at the next meeting and properly posted.

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**20. Discussion and Possible Vote-Town Center Gazebo update**

Before discussion began, Chair Pavidis stated that she had spoken with Town Manager Chris Dillon late Friday. She noted that the Town Manager is currently on vacation and had requested to be present for this discussion. The Chair also referenced recent correspondence involving Town Counsel indicating additional information may be needed before proceeding with an update or vote.

Chair Pavidis stated she had decided to postpone the item in order to respect the Town Manager's request to participate in the discussion.

Member Favreau expressed concern that the postponement was raised during the meeting without prior communication and noted that the Building Inspector was present at her request to provide information, as the matter has been ongoing for over two years. She stated that the information should be shared.

Chair Pavidis responded that, given the length of time the matter has been pending, waiting another week would be reasonable in order to allow the Town Manager to be present.

The item was postponed.

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**New Business**

21. Discussion-First Reading of Proposed New Policy: Contractor responsibility and Labor Law Compliance Policy

22. Discussion-First Reading of Rescission of Policy 48 (Lithium-Ion Battery Storage Moratorium Position)

23. Discussion-First Reading of Proposed Amendment to Select Board Policy: 22.32-(Entertainment License)

24. Discussion-First Reading of Proposed Amendment to Select Board Policy: Policy 3.1 (Appointments to Boards)

Member Favreau stated that two of the policy changes she submitted were merely scrivener’s error corrections and did not warrant referral to a subcommittee, suggesting they could be approved that evening. Secretary Darris-O’Connor responded that, moving forward, all policy matters should be referred to the subcommittee to ensure a consistent and fair review process.

Member Favreau noted that no formal appointments to the subcommittee had yet been made and reiterated that the items were minimal in nature.

Chair Pavidis stated she would refer Items 21 through 24 to the Policies and Procedures Subcommittee and would make the subcommittee appointments during the week.

**Motion:**

**Secretary Darris-O’Connor introduced New Business Items 21 through 24, regarding policy proposals. Noting the formation of a Policies and Procedures Subcommittee, he moved to refer Items 21 through 24 to the Policies and Procedures Subcommittee for review.**

**Vice Chair Burrows seconded the motion.**

<b>Darris-O’Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>No</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>
<b>Motion passed (4-1)</b>	

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**25. Discussion and Possible vote: FY27 Grant Funding Opportunities**

Member Favreau noted that her February 12 memorandum summarizing upcoming state grant opportunities had not been included in the agenda packet. She outlined several FY27 opportunities available through the EEA One Stop and One Stop for Growth programs, including MVP grants, EEA Planning Assistance, and the Mass Downtown Initiative Capital Grant. She stated the combined maximum potential funding across these programs could total up to \$18.7 million.

**Motion:**

**Member Favreau moved to authorize the Town Manager to review the FY27 grant opportunities, including but not limited to the new EEA and MDI Capital Grants, and to submit Expressions of Interest (EOIs) on projects that could benefit the Town prior to the March 20 deadline.**

**Member Rosa seconded the motion.**

Vice Chair Burrows asked exactly what the vote was for and Member Favreau stated it was for the Town Manger to review and submit EOI’s before the deadline.

<b>Darris-O’Connor</b>	<b>No</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>No</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

### **Motion passed (3-2)**

Following the vote, Assistant Town Manager Anne-Marie Casey provided a detailed update, emphasizing that grant identification, tracking, and submission efforts have already been underway administratively. She explained that since stepping into her role, she has been actively coordinating interdepartmental grant management and oversight.

Ms. Casey reported that:

- An internal shared grant tracking system has been established, accessible to all department heads, to consolidate historical grant data and log current applications and activities.
- The Town has identified and tracked more than \$1.2 million in grant funding in calendar year 2024, and another \$1.2 million in calendar year 2025, noting the figures may not yet be fully complete.
- In early 2026, the Engineering Department submitted applications totaling just under \$2 million through the MassDOT Highway Division for culvert replacements, sidewalk construction, and intersection improvements.
- The administration is actively working within the federal HUD Disaster Recovery Grant Reporting (DRGR) system to secure \$1.5 million in congressional earmark funding.
- The Town is already reviewing the One Stop programs referenced in the motion, identifying potential eligible projects, and preparing to coordinate with state representatives to determine which funding streams (including MBTA Communities Catalyst and MassWorks Infrastructure) are most appropriate.

Ms. Casey emphasized that the administration has been proactively engaged in pursuing and managing grant opportunities and that this work is ongoing as part of regular municipal operations. She also noted that final One Stop applications are due June 3, with award notifications expected in October 2026.

Chair Pavidis thanked the Assistant Town Manager for the update.

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### **26. Discussion-First Reading of Proposed New Policy: Automated License Plates Readers (ALPR's)**

Secretary Darris-O'Connor stated he was introducing a proposal to:

- remove Automated License Plate Reader (ALPR) cameras currently installed on public ways in Billerica (including cameras installed and owned by Flock Safety), and
- prohibit future installation of these technologies.

He emphasized he was not requesting a vote that evening, and described the item as an introduction/first reading.

Secretary Darris-O'Connor explained his concerns focused on privacy and data retention, stating the cameras record license plates and related identifying information (vehicle make/model and other characteristics), along with date/time/location. He stated concern increases when data is stored rather than deleted immediately, and when multiple cameras exist across a road network, creating the ability to map travel patterns. He referenced concerns for survivors of domestic violence, stalking victims, and others whose location privacy is tied to personal safety. He also raised concerns about cybersecurity and referenced alleged security issues involving Flock. Secretary Darris-O'Connor stated he supported public safety and technology generally, but asserted there is limited evidence the technology prevents crime and that alternatives exist that do not involve broad data collection.

### **Attempt to Hear from Police – Initial Technical Issues**

Chair Pavidis indicated Chief Frost was expected to participate to answer questions. There were initial audio/connection difficulties, and Vice Chair Burrows noted Sean Coffey was also on the call. The Chair attempted to engage Mr. Coffey, but he advised he had just joined and was behind.

Vice Chair Burrows suggested, as this was a first reading, Secretary Darris-O'Connor meet with Chief Frost and/or Sgt./Lt. Coffey and return with additional information at a future meeting. Secretary Darris-O'Connor stated he was willing to meet and/or continue the item to allow additional preparation.

### **Chief Frost – Presentation and Administrative Context**

Chief Frost ultimately joined by phone, apologized for technical issues, and stated he had received notice of the agenda item late Thursday and was working to “play catch up.” He indicated he had not received questions in advance prior to the item being posted.

Chief Frost stated he was proud of the system implemented with Flock, and said it was implemented slowly and methodically in consultation with partners and legal counsel, emphasizing constitutional policing and Fourth Amendment compliance. He referenced that departmental policy is publicly available on the police department website and noted a memo was provided to the Board that day, prepared with Detective Lieutenant Coffey under a short timeframe.

Chief Frost summarized key points he stated were contained in the department’s materials:

- the program is for legitimate law enforcement/public safety purposes;
- governance/oversight includes access controls, data handling protocols, and audits;
- only trained, authorized personnel can access the system and access is auditable;
- the system is not issuing citations and is not using facial recognition;
- data is retained for 30 days and then purged unless evidentiary;
- the Town retains ownership of the data, and Flock does not sell/monetize Town data;
- data sharing is limited to authorized Massachusetts law enforcement agencies;
- he cited documented investigative value, including missing/endangered persons cases and other investigations;
- he stated cameras were funded through a Byrne Justice Assistance Grant and noted potential financial implications if decommissioned before the grant period ends.

Chief Frost stated he was available to return for additional questions and noted Detective Lieutenant Coffey was available as well.

### **Board Questions and Comments**

Chair Pavidis thanked Chief Frost and reiterated this was a first reading of a proposed policy, and that the issue had received public attention.

**Member Rosa** thanked Chief Frost for the detailed information, referenced protections and policies in place, and compared privacy concerns to privately owned doorbell cameras. Member Rosa referenced the investigative impacts described in the materials and expressed support for the Police Department having tools that can expedite investigations where time is critical.

Chief Frost referenced a federal court decision he identified as *Schmidt v. City of Norfolk* and stated the court found the system at issue did not track the whole of a person’s movements. He also stated he anticipated future Massachusetts legislative action regarding LPRs, particularly around retention, and reiterated Billerica’s retention is 30 days.

Member Rosa asked about time savings and efficiency impacts. Chief Frost stated the technology functions as a “force multiplier,” helps act quickly on mobile situations, and reduces investigative time, while acknowledging the department could improve internal tracking of specific Flock usage across its own records systems.

**Member Favreau** thanked Chief Frost for the presentation and for providing the incident data on a short turnaround. She stated she understood the privacy concerns and said the information helped support an informed decision-making process. She noted that one potential benefit of the system could include proving someone is not responsible for an alleged incident and suggested tracking that as well.

**Secretary Darris-O’Connor** thanked Chief Frost and stated his primary concern was not local access, but broader access and the private vendor context. He asked about data sharing and whether Billerica was opted in/out. Chief Frost stated Billerica does not share data outside Massachusetts and shares only with Massachusetts law enforcement agencies, subject to approval and audit, estimating roughly around 100 agencies but stating he did not have the exact number. Secretary Darris-O’Connor expressed concern about controls at other agencies; Chief Frost stated Billerica remains in control of its data and can deny requests that are outside the scope of policy.

Secretary Darris-O’Connor further raised concern that data is collected on all vehicles and discussed the concept of limiting retention or only flagging “hot list” vehicles. Chief Frost disagreed with the characterization that residents are being “tracked,” explaining the system collects plates but the data is only reviewed for legitimate purposes. Chief Frost offered to bring in a Flock representative to address technical questions and disputed statements regarding hacking or livestream access.

### **Chair Direction / Next Steps**

Chair Pavidis summarized that the discussion raised additional questions and stated that, given this was a first reading, she recommended further review and discussion with additional participants. She suggested that Chief Frost meet with Secretary Darris-O’Connor and include a Flock representative, and then return to the Board/committee before the next reading so questions can be answered. The Chair thanked Chief Frost and Secretary Darris-O’Connor and moved the meeting to the next agenda item.

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### **27. Vote to update the designated domain “www.billerica.gov” with the Attorney General’s Office as the Town’s official notice posting method for all public bodies.**

Member Favreau requested recognition and advised that, after reviewing the agenda materials, she believed the packet did not include the most recent Town Counsel opinion on the issue. She stated she had sent an updated opinion the prior week to be shared with the Board.

Member Favreau summarized the updated guidance as follows:

- If it is the Board/Town’s intent to use the Town website as the posting location for agendas, then an argument can be made that there is no impropriety occurring at this point.
- She indicated the Town is planning to revert back to the prior website/domain, and changing the domain registered with the AG’s Office now could create unnecessary administrative complications—especially if it would need to be changed again in a short period of time.

Chair Pavidis acknowledged the updated information and asked how Member Favreau proposed the motion be handled.

Member Favreau recommended not taking a vote at this time, and instead waiting until there is a confirmed date for conversion back to the prior website/domain, because submitting a change to the AG and then resubmitting another change shortly thereafter would “complicate things.”

Result: No vote was taken on Item 27; the matter was deferred based on the updated Town Counsel guidance and anticipated website/domain transition.

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## **#28 Discussion and Vote: Complaint Against Secretary Daniel Darris-O’Connor**

Chair Pavidis introduced Item 28 and stated that the agenda item had been placed at the request of Member Favreau concerning statements made by Secretary Daniel Darris-O’Connor during the February 9, 2026 Planning Board meeting. The Chair acknowledged that complaints involving Select Board members have arisen in the past and emphasized that the Board’s role was to address conduct in a procedural and orderly manner. The Chair limited initial remarks to five minutes per party.

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### **Member Favreau – Formal Allegations and Motion**

Member Favreau invoked a point of privilege and stated that the matter before the Board concerned the conduct of Secretary Darris-O’Connor and enforcement of the Town’s Code of Conduct. She stated that at the February 9 Planning Board meeting, Secretary Darris-O’Connor publicly criticized an elected Planning Board member while invoking his position as a Select Board member rather than speaking solely as a private resident.

Member Favreau further alleged that this incident was part of a broader pattern of misuse of office. She referenced alleged violations of multiple Massachusetts General Laws, including:

- MGL c. 40, §47 (custody and use of the Town seal)
- MGL c. 268, §35 (misuse of official insignia/authority)
- MGL c. 66 (public records law)
- MGL c. 214, §1B (right of privacy)
- MGL c. 268, §6A (falsification of public records or reports)
- MGL c. 55, §§13–17 (campaign finance provisions overseen by OCPF)

She asserted that the Board has a duty to enforce the Code of Conduct uniformly and consistently and stated that failure to do so would render the Code ineffective.

### **Member Favreau then made the following motion:**

**To retain a qualified third-party investigator to conduct a formal investigation into the conduct of Daniel Darris-O’Connor for abuse and misuse of his position, including but not limited to his outward attack on an elected Planning Board official on February 9, 2026, in order to eliminate any appearance of bias, determine the facts, and ensure accountability under the Code of Conduct.**

**Member Rosa seconded the motion.**

### **Discussion on Motion to Retain Third-Party Investigator**

Member Rosa requested the opportunity to speak on the motion and stated that outside investigations have been utilized previously involving other Select Board members. He noted that such reviews resulted in findings and, in prior cases, exonerations. Member Rosa stated that retaining an independent investigator would allow an impartial party to examine the allegations and provide recommendations, thereby promoting fairness, transparency, and due process.

Chair Pavidis called for a roll call vote on the motion

**Darris-O'Connor**    **Nay**  
**Favreau**            **Yea**  
**Burrows**            **Nay**  
**Rosa**                 **Yea**  
**Pavidis**             **Nay**  
**Motion failed (2-3)**

Following the vote, Member Favreau expressed concern that failure to pursue an investigation undermines uniform enforcement of the Code of Conduct.

**Secretary Darris-O'Connor-Response and Counter-Motion**

Secretary Darris-O'Connor responded to the allegations. He stated that his remarks at the February 9 Planning Board meeting were delivered during the public comment portion of that meeting and were made in his capacity as a resident exercising his First Amendment rights. He stated that holding elected office does not negate constitutional protections of free speech. He further stated that he had consulted with Town Counsel regarding his ability to speak in that capacity.

Secretary Darris-O'Connor stated that he expressed a minority policy viewpoint and condemned conduct he believed to be inappropriate. He denied misuse of office and characterized his remarks as protected speech.

**Secretary Darris-O'Connor then moved:**

**To deem the complaint frivolous, take no action, and consider the matter resolved.**

**No second was recorded**

**Additional Board Commentary**

Vice Chair Burrows commented more broadly on the importance of decorum, adherence to procedure, and respect for the independence of other Town boards and committees. He expressed concern about Select Board members attending other board meetings in ways that may create disruption and emphasized following established administrative channels.

Chair Pavidis reiterated that the Select Board should maintain professionalism and focus on governance responsibilities. She stated that the matter had been addressed through discussion and vote and directed the Board to proceed to the meeting schedule and adjournment.

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**Meeting Schedule**

March 2, 2064 and March 16, 2026

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**Adjournment**

Secretary Darris-O'Connor moved to adjourn at 9:04 PM  
Member Rosa Seconded.

**Darris-O'Connor**    **Yea**

<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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Minutes prepared by Kerri Rufo on \_\_\_\_\_

February 23, 2026 Select Board Minutes approved at the \_\_\_\_\_ Select Board Meeting

Sent to Member Rosa , Member Favreau, Vice Chair Burrows on 03/09/26



**SELECT BOARD**  
TOWN HALL  
365 BOSTON ROAD  
BILLERICA, MASSACHUSETTS 01821  
978-671-0939  
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*  
John J. Burrows, *Vice Chair*  
Daniel R. Darris-O'Connor, *Secretary*  
Michael S. Rosa, *Member*  
Dina M. Favreau, *Member*

<https://us02web.zoom.us/j/83477138002>

phone 1 929 205 6099

**BILLERICA SELECT BOARD AGENDA**  
**MARCH 2, 2026 @ 5:00 PM**  
**THOMAS CONWAY HEARING ROOM #205 AND HYBRID VIA ZOOM**

**Select Board-** Chair Jillian Pavidis, Vice Chair John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, Member Dina Favreau

**Staff:** Town Manager Chris Dillon, Assistant Town Manager Anne Marie Casey, Confidential Executive Assistant Kerri Rufo

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**Call to Order**

Chair Pavidis called the meeting to order at 5:00 PM

**Pledge of allegiance**

Chair Pavidis-The Board will now enter Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3), to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the Chair so declares, specifically: Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court.

An open meeting may have a detrimental effect on the litigating position of the public body.  
The Select Board will return to open session after Executive Session

**MOTION TO ENTER EXECUTIVE SESSION**

**Motion:**

Secretary Darris-O'Connor moved that the Select Board enter Executive Session pursuant to M.G.L. c. 30A §21(a)(3), as stated, to discuss strategy with respect to litigation in the matter of Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court, and that the Board will return to open session.

**Second: Member Rosa**

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

Record time entered Executive Session: 5:02 PM

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**1. Return to Open Session**

Chair Pavidis:

The Board has returned to open session at 6:00 PM.

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**Moment of Silence** 6:02 PM

The Chair asked those present to observe a moment of silence in memory of Karin Griswold, a Special Education teacher at Parker Elementary School, who recently passed away after a long battle with cancer. The Board and those in attendance observed a moment of silence in her honor.

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**Open Microphone** 6:03 PM

Barbara Reidy thanked the Department of Public Works and the Town's snowplow drivers for their work during the 2026 blizzard. She specifically acknowledged the operator clearing sidewalks along Bridal Road and expressed appreciation to DPW Director Fred and his team for maintaining safe sidewalks for children waiting for school buses.

Ms. Reidy asked several questions regarding the Town's current fiscal year budget, including whether any revenues were expected to fall short of projections and whether any expenses were anticipated to exceed the approved budget. She asked what factors may be contributing to potential overruns, whether those expenses could have been avoided, and what steps are being taken to control spending. She also asked if there were any budget concerns or surprises residents should be aware of regarding either the school department or the Town budget.

Ms. Reidy additionally asked whether elected officials were using Town Counsel for personal legal matters and whether taxpayer funds were being used for those services. She requested clarification on how legal expenses are monitored and stated she intends to submit a public records request regarding legal expenses.

Christopher Tribou, 13 Bridal Road, commented on the Flock camera system. He stated concerns about data security, noting that any stored data could potentially be accessed by unauthorized individuals. He also expressed concerns regarding public access to data collected on public streets and the potential for information such as vehicle routes or personal information to become available through public records requests. Mr. Tribou stated he trusted local officials but expressed concern about potential federal access to such data and urged caution regarding the use of the technology.

Sandra Giroux, 5 Susan Drive, Director of Outreach for the Billerica Community Pantry, announced a community butter drive scheduled for Saturday, March 7 from 9:00 AM to 12:00 PM at 11 Concord Road. She stated the goal is to collect 550 pounds of butter for the pantry and invited residents and officials to participate. She also invited Town officials to visit the facility to view recent upgrades.

Herve Abrams, 10 Holt Street, spoke as a resident regarding Town policies related to federal enforcement activities within communities. He expressed concern about actions by federal agencies such as ICE and Border Patrol occurring in local communities and the potential impacts on residents, property, and schools. Mr. Abrams asked whether the Town has policies in place to address such situations and suggested that procedures should exist to ensure the protection of residents, property, and public safety if federal activity occurs locally. He also reiterated concerns about Flock camera data being accessible to outside agencies.

George Similaris, 38 Andover Road, commented on improvements to the Town Center and stated his support for preserving the rotary as a traffic calming measure. He expressed concern about a potential left-turn movement from River Street toward Lowell Street North and cautioned about possible unintended traffic impacts. Mr. Similaris also emphasized the importance of sidewalk improvements, curbing, lighting, and speed control in the Town Center. He noted that a 30-mph speed limit sign approaching the center had been removed and suggested it be replaced. Mr. Similaris also commented on the Town Common gazebo, suggesting that a lower-stage area may better accommodate musical performances and provide improved visibility for audiences.

**Zoom Public Comment**

Shannon Jenkins, 18 Coach Road, spoke in support of continuing the Town's efforts to expand municipal sewer service to the remaining 13% of properties currently on septic systems. She stated that homes connected to municipal sewer are

generally more desirable to buyers and may maintain stronger property values. Ms. Jenkins also noted that many buyers prefer sewer-connected homes due to predictability and reduced perceived risk. She stated that completing the sewer expansion would support long-term planning, environmental protection, and fairness to residents who have already contributed to prior sewer expansion efforts.

Diana Saunders spoke in support of extending sewer service to areas that remain unserved. She stated that Town Meeting previously approved sewer expansion in 2018 and expressed concern that the project has not yet been completed. Ms. Saunders stated that some areas experience flooding and that residents have been waiting for sewer infrastructure for several years. She urged the Board to move forward with completing the project.

Margaret St. John spoke in opposition to making sewer service mandatory across the entire Town. She stated that extending sewer infrastructure to small roads with only a few homes could be costly and may not be cost-effective for taxpayers. She also expressed concerns about the use of Flock camera systems, stating she believes the technology is vulnerable to security risks and that private companies should not maintain such data.

**Announcements** 6:23 PM

2. Vacancies on Boards and Committees
3. All other announcements may be viewed on the Town of Billerica website

**Consent** 6:24 PM

6.	002-2026	High Octane H.D.	03/21/26	Sat	11:00 AM-04:00 PM	1 Day Alcohol License
7.	003-2026	High Octane H.D.	03/31/26	Tue	06:00 PM-09:00 PM	1 Day Alcohol License
8.	004-2026	High Octane H.D.	04/30/26	Thu	06:00 PM-09:00 PM	1 Day Alcohol License
9.	005-2026	High Octane H.D.	07/04/26	Sat	11:00 AM-04:00 PM	1 Day Alcohol License
10.	006-2026	High Octane H.D.	10/30/26	Fri	05:00 PM-08:00 PM	1 Day Alcohol License
11.	007-2026	High Octane H.D.	11/28/26	Sat	05:00 PM-08:00 PM	1 Day Alcohol License
12.	008-2026	High Octane H.D.	12/11/26	Fri	05:00 PM-08:00 PM	1 Day Alcohol License
13.	009-2026	High Octane H.D.	12/18/26	Fri	05:00 PM-08:00 PM	1 Day Alcohol License
14.	010-2026	High Octane H.D.	12/31/26	Thu	12:00 PM-03:00 PM	1 Day Alcohol License

<u>15.</u>	Approved Community Funds Grant Awards (Corrected amounts as presented in revised memo to Select Board
<u>16.</u>	Appointment to Conservation Commission-Laura DaCruz-to fill a term expiring June 30, 2027

**Motion:**

**Secretary Darris-O'Connor moved to approve the consent agenda as presented**  
**Member Rosa seconded the motion**

During discussion on the motion, Member Favreau expressed concerns regarding the use of the Consent Agenda and noted that, at the previous meeting, a set of meeting minutes included in the packet appeared incomplete. She stated that the packet contained only two pages of the minutes rather than the full document. She stated that the board only voted to approve the pages in the packet and believe that should be brought back to be corrected.

Confidential Executive Assistant Kerri Rufo explained that the minutes had previously been reviewed by the designated Select Board members and that the omission of pages in the packet appeared to be an administrative copying or uploading error.

Following discussion, the Board proceeded with the motion.

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

**Public Hearings 6:25 PM**

17. Continued-National Grid/Verizon-WO# 31235419-(French St)Petition to install one (1) joint utility pole on French Street near Middlesex Turnpike, pursuant to *M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0-This will be continued to the 03/16/26 Select Board meeting*

**Motion:**

Secretary Darris-O'Connor moved to continue the NGRID public hearing WO# 31235419 to 03/16/26 Select Board meeting.

Second: Member Rosa

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

**New Business (Quick Items)-Item Taken out of order 6:26 PM**

18. Class II License-Atlas Auto Sales 741 Boston Road-Attorney Dangora Jr.

The proposed transfer of licensed premises consists of a parcel containing approximately 39,759 square feet, with a small office building, garage, and paved area, located within a General Business Zone.

*M.G.L. Chapter 140, § 2*

**Motion:**

Secretary Darris-O'Connor moved to approve the class II License for Atlas Auto as presented and to add the conditions from the ZBA

Second: Member Rosa

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

**Presentation**

19. Sewer Survey Presentation-Discussion and Possible Vote-Presented by Fred Russell, DPW Director 6:28 PM

The Department of Public Works presented the results of the Sewer Expansion Program Survey conducted at the request of the Select Board

The survey was sent to 1,339 properties without sewer access, and 458 responses were received (approximately 34%) Of those surveyed, 305 indicated they would connect if sewer were made available, 153 indicated they would not, and 881 did not respond

DPW reviewed rising sewer expansion costs, declining connection rates in recent contracts, approximately \$233,000 in lost sewer revenue from non-connected properties in sewer areas, and the absence of an enforcement mechanism to require connection

## Discussion

Member Favreau thanked DPW for the presentation and stated she rewatched the prior year's meeting for context. She recalled that the Board previously voted to conduct the survey and return with a plan based on the results. She noted the survey showed approximately 23% indicating interest in connecting, but the packet materials did not identify which sewer contracts the responses fell under. DPW staff explained the survey covered the remaining non-sewered parcels across multiple contract areas (including references to Contracts 37 and 38) and stated they could provide a breakdown by contract if requested.

Member Favreau also noted the overall response rate was approximately 34% and asked what efforts were made to encourage participation, including whether the survey was advertised on the Town website or social media. DPW staff stated the Town mailed a questionnaire to each eligible household and offered multiple response options (mail/manual, website, and phone) but did not post the survey publicly to avoid responses from residents outside the affected areas.

Member Favreau asked if the recommendation was to not move forward with sewer expansion at this time. The DPW Director stated his recommendation was to focus on improving the existing sewer infrastructure, including addressing inflow and infiltration (I&I), and to revisit expansion in future years. Member Favreau expressed concern for residents who have waited 25–30 years for sewer and asked what the plan would be for them. DPW staff discussed limitations on using public funds for private systems but noted the potential for low-interest loan/betterment approaches similar to prior projects.

Member Rosa asked for clarification regarding Contract 37 and noted prior public comment about Town Meeting; DPW confirmed that a prior authorization was found to be significantly underfunded, which contributed to the project stalling. Member Rosa stated the Board could “walk and chew gum at the same time” by continuing I&I/infrastructure work while also exploring options for residents seeking sewer service. Member Rosa referenced tools such as the Sewer Betterment By-Law and potential “loose ends” projects to address areas that could now be tied into the system. Member Rosa also restated the prior motion authorizing the survey to the remaining parcels and emphasized the survey results may help identify “hot spots” where interest is highest.

Member Rosa and the DPW Director discussed the age of sewer infrastructure, including older pipe materials and failures. The DPW Director explained that older pipes can develop fractures and leaking joints that contribute to I&I, and that ongoing flow-meter work helps identify problem areas. DPW staff stated the sewer priority list had previously been reprioritized using Board of Health and environmental sensitivity data, and that survey results could serve as an additional data point.

Secretary Darris-O'Connor stated that, from a strict financial perspective, the numbers did not support full sewer expansion at this time and emphasized prioritizing repairs to existing infrastructure. He also discussed the concern that residents without sewer service subsidize the system through taxes and stated the Town should evaluate shifting sewer costs appropriately through enterprise funding/rates. DPW staff stated the survey focused on whether residents would connect if sewer were available and included estimated homeowner connection costs based on contractor input.

Vice Chair Burrows discussed the high per-parcel cost estimates associated with some contract areas and expressed support for focusing on maintaining and upgrading existing pump stations and infrastructure. He also asked whether the survey included properties that already have sewer available but have not connected; DPW staff stated the survey was sent to parcels without sewer, but that revenue estimates had been calculated for properties with sewer available that have not connected, with DPW referencing uncollected revenue based on water billing/use.

Member Rosa raised a concern regarding requiring sewer connection in connection with building permits and asked under what authority that was occurring. The DPW Director referenced the bylaw requiring connection where sewer is available.

Member Rosa stated the Board may need to reevaluate how that authority is implemented, particularly where a property has a fully functioning Title V system.

Chair Pavidis stated support for the recommendation to focus on existing infrastructure and I&I work, while also exploring options (including the sewer betterment bylaw or other approaches) for identified hot spots and long-waiting neighborhoods, and described delaying full expansion rather than abandoning it.

**Public Comment (during Item #19)**

Bill Hadley (Precinct 5 resident; former Lexington DPW/W&S superintendent and DPW Director) stated he completed the survey and wants to connect to sewer. He expressed understanding that both expansion and infrastructure maintenance may not be feasible simultaneously, supported prioritizing infrastructure maintenance and I&I reduction, and urged the Board to consider residents in Project/Contract 37 and other non-sewered areas if the project is paused. He suggested exploring phasing/segmenting Project 37 to provide progress and hope.

Mark Efstratiou (Dudley Road; Sewer Contract 38) stated the survey included sewer cost/financing concerns but did not include comparable information on the cost to maintain/repair/replace septic systems. He suggested the survey could have been improved and that higher participation should be sought before decisions are made.

Raymond Burnett (39 Marshbrook Road) stated the survey may have discouraged “yes” responses and described long-standing impacts from Town work in his yard related to sewer investigations/borings. He requested that the Town consider alternative methods or assistance for residents along the Shawsheen River area if sewer expansion does not proceed, noting flooding concerns and septic system challenges.

The Board generally expressed support for the DPW Director’s recommendation to delay further sewer expansion projects and instead focus on improvements to the existing sewer infrastructure, including inflow and infiltration (I&I) work.

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**20. Town Center Presentation Discussion and Possible Vote-Fred Russell, DPW Director 7:13 PM**

The Select Board received a presentation regarding the proposed Town Center Traffic Signal Upgrades and Pedestrian Safety Improvements by the DPW Director Fred Russell

The project, developed within the approved budget of approximately \$3.6 million, includes roadway and sidewalk reconstruction, new and upgraded traffic signals, protected pedestrian crossings, new HAWK pedestrian signals, a protected left-turn phase at River Street, and related safety enhancements

The estimated construction cost is approximately \$3.6 million, with optional ornamental signal and street lighting upgrades identified as additional costs.

**Discussion**

Secretary Darris-O’Connor stated that improvements to the center are needed, noting that while surrounding roads have recently been upgraded, the center area remains disorganized. He emphasized the importance of ensuring that any improvements made now can be built upon in the future without requiring major reconstruction. The DPW Director explained that certain decorative elements, such as ornamental lighting, would need to be decided now if included, while other elements like decorative street lighting or brick bands could potentially be added later, though at a higher cost. The Secretary also emphasized that safety should remain the primary priority, including pedestrian, bicycle, and driver safety, and that design decisions should be guided by engineering data and safety considerations. He also noted that aesthetic improvements are important for enhancing the appearance of the town center.

Member Rosa stated that the proposal reflects many of the improvements discussed by the Board two years earlier, including coordinated traffic signals, improved traffic flow, protected crosswalks, and improved pedestrian safety. He expressed support for moving forward with the improvements using the funds already allocated Town but indicated he would not support the additional \$1.3 million for expanded decorative features at this time, given the Town’s upcoming budget

considerations. He stated that if additional funding sources were identified, such as Chapter 90 funds or project savings, the Board could consider adding certain enhancements.

Member Favreau thanked staff for the presentation and raised concerns about accessibility at existing brick crosswalks near the Common, noting that the uneven surface can make travel difficult for manual wheelchairs. She stated she supports maintaining consistent design elements in the center, particularly with respect to traffic signal lighting, but agreed that the larger ornamental lighting proposal may not be financially feasible at this time. She indicated support for exploring the approximately \$300,000 option for mast arm traffic lighting.

Vice Chair Burrows commented on aspects of the design, including tree plantings and traffic flow, and suggested moving the stop line back at the Cummings intersection to improve truck turning and reduce congestion.

Chair Pavidis expressed support for the proposed improvements and particularly for enhanced pedestrian crossing features, while noting that the full ornamental lighting proposal may not be affordable at this time. The Chair stated that exploring a smaller decorative option, if funding becomes available, could be considered.

**Motion 1:**

**The Secretary moved to direct the Town Manager to move forward with the Billerica Center improvement plan as presented for the \$3.6 million project.**

**Second: Member Favreau**

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

**Motion 2:**

**Member Favreau moved to direct the Town Manager, through the DPW, to investigate funding options for approximately \$300,000 for mast arm traffic lighting improvements.**

**Second: Member Rosa.**

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

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**21. Charnstaffe Lane Options Presentation-Discussion and Possible Vote-Kelly Conway-Town Engineer 7:37 PM**

The Department of Public Works presented options for converting Charnstaffe Lane from one-way to two-way traffic, as requested by the Select Board.

The conceptual design includes widening the roadway to two travel lanes, installing a new traffic signal at Concord Road and Kenmar Drive, and modifying the existing state-owned signal at Boston Road.

Two potential project paths were outlined: a Town-funded (local) project and a State TIP (state/federal-funded) project

The Town project would involve a narrower roadway with one sidewalk and a shorter timeline, while the TIP project would include sidewalks on both sides, bicycle-compatible shoulders, and eligibility for state/federal funding, but with a larger footprint and longer timeline

Conceptual cost estimates were reviewed. The total projected cost for the Town project is approximately \$3.3 million, fully Town-funded. The TIP project is estimated at approximately \$4.75 million, with approximately \$1.15 million in Town funds required if state/federal funding is secured

Secretary Darris-O'Connor asked when the request for this review was made and what specifically identified Charnstaffe Lane as a roadway of concern. Kelley explained the original intent was to reduce traffic through the Town Center. The Secretary noted a prior study (Beta Group) had been done in the past (referenced around the Town Center project era), and Kelley confirmed that earlier review was not advanced at the time.

Kelley summarized key findings from the earlier BETA analysis and the current traffic context, including that the project would require land/easement impacts under both scenarios, utility pole relocation, and earlier cost estimates (approximately \$2.1 million at that time). She also noted the prior analysis suggested peak-hour traffic reduction, but that overall traffic delays could outweigh time saved.

Kelley provided current traffic estimates and explained that under a two-way Charnstaffe scenario, approximately 117 vehicles in the AM peak hour and 136 vehicles in the PM peak hour would divert from the Town Center, about 4% of total peak-hour Town Center traffic (2,803 vehicles/hour AM; 3,130 vehicles/hour PM). Kelley stated that, in her professional opinion, 4% is not a significant reduction (noting that something closer to 10% would be more meaningful), though it would remove some traffic from the center.

The Secretary stated that based on the limited traffic reduction, the return on investment did not appear compelling and suggested Town resources may be better prioritized elsewhere; while acknowledging it was still worthwhile to review the concept.

Member Rosa noted the original goal was similar to other circulation concepts (such as improving movements to reduce traffic circulation around the Common). He cautioned that while the diversion estimate is about 4% now, future growth (including additional housing units and development) could increase traffic volumes and the potential benefit. Rosa questioned the cost assumptions specifically a line item for \$150,000 in "land acquisition" "given existing right-of-way layouts. Kelley clarified that the impacts shown were primarily easements (including temporary/construction easements), including impacts near TD Bank and along the corridor, and acknowledged the slide should have been labeled easements, not land acquisition. Rosa raised the importance of determining whether any features (including TD Bank area improvements) are encroaching within the layout, which could affect responsibility for modifications.

Member Favreau shared personal historical context from living near the area when Charnstaffe was two-way and recalled traffic backing up on the hill. She stated she did not have a firm position and felt additional information was needed. Favreau asked whether state authorization would be required for changes near Boston Road; Kelley confirmed that because Boston Road is a state roadway, a state highway access permit and state approval for signal changes would be required for a Town-led project (and would be part of the TIP review if pursued through TIP).

Vice Chair Burrows thanked Kelley and stated the project should be added to a future "to-do" list but expressed concern with the high cost and timing, indicating it was not something to advance immediately.

The Board discussed submitting the concept for consideration through the TIP process as a longer-term option (noting TIP timelines are typically several years). Kelley indicated the Town could submit it for TIP consideration (not guaranteed) and that it could be reviewed on a quarterly basis.

**Motion:**

**Member Rosa moved to authorize the Town Manager to submit the Charnstaffe Lane project for consideration on the TIP.**

**Second: Member**

<b>Burrows</b>	<b>Nay</b>
<b>Favreau</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Darris-O'Connor</b>	<b>Nay</b>
<b>Pavidis</b>	<b>Nay</b>

**Motion failed**

**The board skipped to Item #29**

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**Old Business**

**22. Town Managers Report 8:12 PM**

**FY27 Budget:**

The Town Manager reported that the proposed FY27 budget has been distributed electronically, with paper copies to follow. The proposal reflects an approximate 7% overall increase. It was noted that the increase is largely driven by previously approved obligations and cost factors outside the Town's control, including an 18.3% increase in health insurance. The Town plans to utilize additional funds from the Debt Stabilization Fund at Fall Town Meeting to reduce the impact on the tax levy, lowering the projected levy increase to approximately 5.7%. Future efforts will include reviewing healthcare costs and exploring development strategies to broaden the tax base.

**Parker Street Restricted Access:**

Following the Board's confirmed vote establishing restricted access hours (7:45–8:45 AM and 2:15–3:15 PM), notice was published as required by law. Installation of signage was delayed due to weather but is scheduled for the week of March 2.

**Town Center Gazebo:**

The Town Manager reviewed the status of the Town Center Gazebo. The Select Board previously selected a design concept to lower the structure and add a ramp; however, informal feedback from the Historic District Commission was not favorable. The Building Commissioner has advised that the structure is in significant disrepair. Town Counsel confirmed that any alterations within the Historic District require appropriate approval from the Historic District Commission before proceeding.

**Department of Public Works:**

- The Boston Road / Good Street traffic signals are now fully operational.
- Updated 30 MPH signage on Allen Road will include installation of two new signs and replacement of two existing signs.

**Planning & Economic Development:**

- A Small Business Administration event for manufacturers is scheduled for May 13.
- Billerica Restaurant Week is being organized, with details forthcoming.

**Community News:**

- The 250th Committee has begun planning for July 4th celebrations, tentatively scheduled for July 2 at Vietnam Veterans Park.
- The Town has ordered 400 red maple seedlings for the annual Arbor Day giveaway in late April.

**Recreation Department:**

- Spring program registration opens March 4.
- Summer program registration opens March 18 (programs available online beginning March 11).

No questions or comments from the Select Board

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**23. Town Center Gazebo update Discussion and Possible Vote-8:15 PM**

Member Favreau provided an update on the Town Center Gazebo and stated she had conducted due diligence by speaking with Town Counsel and relevant department heads. She explained that any repairs or modifications to the gazebo would require submission of one of three applications to the Historic District Commission (HDC): a major change, minor change, or exemption. She also noted that members of the HDC could not attend the meeting to advise the Board because doing so could require them to recuse themselves from reviewing any future application.

Building Commissioner Mark Lalumiere explained that the gazebo is currently unsafe for public use and noted that feedback from residents has generally supported making the structure accessible and usable, potentially by lowering the structure to eliminate the need for an extensive ramp system. He stated that the structure is also historically significant and that direction from the Select Board is needed on how the Town should proceed.

Vice Chair Burrows asked about the condition of the structure and whether it would normally be required to be removed if it were on private property. Lalumiere responded that the gazebo would typically be considered unsafe and subject to removal but acknowledged its historical significance on the Common. He also noted that similar concerns were raised in 1967, when the structure was considered for demolition but ultimately rebuilt, and again in 1996, when it was reconstructed as an ornamental structure. Lalumiere stated that a complaint filed in 1996 regarding accessibility meant the structure technically should not have been used since that time.

Member Favreau explained that the Select Board has care, custody, and control of the Common under Town bylaws, but that any changes must still be reviewed by the HDC. She emphasized the importance of working collaboratively with the HDC and stated that resident feedback should be gathered before deciding how to proceed.

Member Rosa stated that the gazebo is an iconic feature of the Town Common and emphasized the importance of preserving it as a historical focal point. He expressed openness to obtaining community input before determining whether the structure should remain primarily decorative or be modified for accessibility.

The Board discussed the importance of obtaining **public input** on the future of the gazebo before submitting an application to the HDC.

**Motion:**

**Member Favreau moved to direct the Town Manager to coordinate with appropriate departments to conduct a public listening survey to solicit community input regarding repairs to the Town Common Gazebo. The survey will seek feedback on:**

- 1. Retaining the gazebo as a decorative feature with necessary repairs (minor change application to the HDC), or**
- 2. Implementing modifications to allow public access and ADA compliance (major change application to the HDC).**

**The motion further directed that, based on survey results, the Town Manager, through the Building Department, submit the appropriate application and repair plan to the HDC within 60 days.**

**Second: Member Rosa**

<b>Burrows</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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**24. Public School Evaluation Update-Discussion and Possible Vote-Kelley Conway, Town Engineer-8:25 PM**

Town Engineer Kelley Conway provided an update to the Public-School Evaluation Report (dated January 2025). She explained that she updated the report’s summary tables and color-coded items to show what is completed, in progress, and what is under the responsibility of the School Department. Conway noted the School Department has made progress and intends to complete additional work. She also highlighted that the report includes sidewalk needs in the Parker Street neighborhood, identified as a medium priority improvement, and stated she was seeking direction from the Board on how to proceed.

Conway explained that if the Town advances Parker Street sidewalk improvements, she recommended a phased approach, beginning with a full neighborhood land/right-of-way survey (Year 1) because right-of-way width varies throughout the neighborhood and would be needed for accurate planning and construction phasing.

Member Favreau stated she was pleased to see 15 projects identified under the Safe Routes to School program. She asked about a timeline for Boston Road sidewalks (Bridge Street to Trouble Cove Plaza) due to observed pedestrian safety concerns during storms. Conway responded that there is no timeline, that it is currently only an idea, and because Boston Road is under MassDOT jurisdiction, it would likely need to proceed through a TIP project. Conway also noted MassDOT has recently performed paving/overlay work in that corridor, which could affect feasibility/timing for TIP prioritization. Favreau also noted she was glad to see Pollard Street (Salem Road to Call Street) included and anticipated that work occurring this year.

The Board discussed what direction Conway was seeking, and she clarified it was specifically whether the Board wanted to prioritize Parker Street and approve the proposed survey-first, phased construction approach. Favreau noted that Parker Street is medium priority and stated that while Parker Street should continue moving forward, the Town should also keep focus on higher priority areas first, especially considering financing and other townwide needs. The Chair agreed and added that Parker Street neighborhood conditions and impacts (including concerns about sidewalk placement and neighborhood constraints) require more research and consideration.

Member Rosa agreed that high-priority items should be advanced but emphasized the Parker Street neighborhood had been significantly impacted by prior traffic pattern changes and stated that the primary priority is getting children out of the roadway. He questioned whether the proposed phasing included full roadway reconstruction or overlays in addition to sidewalks and asked for clarification on the cost of sidewalks alone. Conway estimated sidewalks alone would be about \$220,000 plus a 25% contingency, but she advised against doing sidewalks without roadway work because adding curbing/berms without reshaping the road could create drainage and puddling issues; she stated the estimate assumed mill and overlay so the roadway can be reshaped. Conway reiterated that completing the survey first is important and that a deliverable would likely take 60–90 days, noting the current year’s paving program was already scheduled and budgets were largely committed.

Vice Chair Burrows asked about prior Town Meeting action from years ago regarding sidewalks/funding in the Parker Street area and what happened to those funds. Conway said she recalled the issue generally from earlier administrations but did not believe it resulted in completed work and believed money may have been spent elsewhere. Burrows cautioned against “jumping the line” ahead of other high-impact areas, while acknowledging Parker Street concerns and noting that recent traffic control measures/signage were a good start.

Conway asked whether the Board wanted to move forward with Parker Street planning and whether the Board intended to move Parker Street up in priority or keep the list as presented.

**Motion 1: (keeping list priorities as presented)**

**Member Rosa moved to keep the priority list as presented**

**Second: Member Favreau**

<b>Burrows</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Darris-O’Connor</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

**Motion 2: (Parker Street planning – surveys + phased approach)**

**Member Rosa moved to direct the Engineering Department and DPW to proceed with the Parker Street work as presented, including surveys and the phased approach.**

**Second: Member Favreau**

<b>Burrows</b>	<b>Yea</b>
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Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

25. **Sidewalk easement-331 Treble Cove Road-to accept the grant of easement-8:47 PM**

The Select Board considered a request from the Department of Public Works to accept a Grant of Easement from Lantheus MI Real Estate, LLC for a portion of 331 Treble Cove Road.

Construction of sidewalks along the property frontage was a requirement of the Planning Board's Site Plan Special Permit for Lantheus Building 110, and portions of the sidewalk were constructed on private property

The proposed easement grants the Town a non-exclusive right to maintain, repair, and replace the sidewalk within two designated easement areas.

**Motion:**

Secretary Darris-O'Connor moved to accept the Grant of Easement from Lantheus MI Real Estate, LLC over a portion of 331 Treble Cove Road, Billerica, for the purposes of maintaining, repairing, and replacing a sidewalk on such terms and conditions specified in the easement deed, and to authorize the Town Manager to cause the recording of such easement deed in the registry of deeds.

Second: Member Rosa

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

26. **Sewer easement-Brown Street Force Main-Vote to adopt order of taking-8:46 PM**

Item Taken out of order

DPW requested that the Select Board adopt an Order of Taking for a permanent sewer easement at 217 Pond Street to allow construction and long-term access for the Brown Street Force Main Rehabilitation/Replacement Project.

The easement provides the Town the right to construct, inspect, maintain, repair, replace, and access underground sanitary sewer infrastructure and related appurtenances.

Damages in the amount of \$1,000 are awarded to the property owner in accordance with M.G.L. Chapter 79. No betterments are to be assessed.

**Motion:**

Secretary Darris-O'Connor moved to adopt the order of taking presented to the Board on this date for the purpose of acquiring interests in certain lands abutting Pond Street as set forth in the order to allow the Town to carry out the Brown Street Force Main Rehabilitation/Replacement Project, to award damages for such taking in the amounts and to the persons as set forth in the Schedule A attached to the order, and to award damages in the amounts listed in any fully executed waiver of appraisal and eminent domain release by such persons listed in Schedule A.

Second: Member Favreau

Burrows	Yea
Favreau	Yea
Rosa	Yea

Darris-O'Connor	Yea
Pavidis	Yea

**27. Vote to update the designated domain [www.billerica.gov](http://www.billerica.gov) with the Attorney General Office as the Towns Official notice posting method for all the public bodies-8:48 PM**

The Select Board considered a vote to formally designate [www.billerica.gov](http://www.billerica.gov) as the Town’s official method of posting public meeting notices with the Attorney General’s Office

The Attorney General’s Office previously listed the Town’s municipal website as the official posting method; however, that designation was made in error through administrative correspondence and requires formal authorization by the Town’s Chief Executive Officer under 940 CMR 29.00 (Open Meeting Law regulations)

Under Massachusetts General Laws, the Select Board serves as the Chief Executive Officer for the Town  
This vote provides the formal action required to officially designate [billerica.gov](http://billerica.gov) as the Town’s public notice posting website. The domain name will remain unchanged.

During discussion, Member Favreau asked the Assistant Town Manager for clarification regarding the Town’s website domain. She referenced the memo provided and asked whether the Town would continue using [billerica.gov](http://billerica.gov) even though the Town is returning to its previous website platform.

Assistant Town Manager Ann Marie Casey explained that the Town owns the [billerica.gov](http://billerica.gov) domain, and the website will be configured so that the URL directs traffic to [billerica.gov](http://billerica.gov) rather than [billerica.town](http://billerica.town). Member Favreau acknowledged the explanation and thanked her for the clarification.

**Motion:**

**Secretary Darris-O'Connor moved to designate [www.billerica.gov](http://www.billerica.gov) as the Town’s official public meeting notice posting website with the Attorney General’s Office.**

**Second: Member Rosa**

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O'Connor	Yea
Pavidis	Yea

**New Business**

**28. Submittal & Ratification of the FY27 Budget including Capital Plan-Possible Vote-8:49 PM**

Town Manager Christopher Dillon reported that the FY27 proposed budget had been distributed electronically to the Board the previous week, with printed copies delivered on Friday. Mr. Dillon stated that the administration spent approximately three months developing the proposed budget, working with department heads, the Town Accountant, Assistant Town Manager, and administrative staff. He noted that the goal during the budget process was to maintain current service levels while attempting to keep controllable increases below Proposition 2½ where possible, though several external cost drivers impacted the final numbers.

**Town Department Changes**

Mr. Dillon highlighted several factors affecting the Town department budget, including:

- Election Department: Three elections scheduled in FY2027 instead of one, resulting in an increase of approximately \$71,710.
- Town Manager’s Office: Increase of approximately \$78,703 due to the office becoming fully staffed.

- Town Hall / Facilities: Increase of approximately \$179,415, attributed to two additional Town facilities coming online (DPW facility and recreation facility), the addition of a maintenance/custodial position, and increases in HVAC service contracts.
- Town-wide retirement costs: Increase of approximately \$248,360 due to anticipated retirements.
- Solid waste contract: Increase of approximately \$349,252.

Mr. Dillon reported that Town department expenditures increased by approximately \$1,303,554, representing a 2.71% increase.

Education Budget

**Mr. Dillon reported that:**

- Billerica Public Schools proposed a 3.35% increase totaling approximately \$2,912,728, noting that approximately \$2.6 million of the increase is related to contractual obligations, with roughly \$300,000 representing other program costs.
- Shawsheen Valley Technical School budget increased approximately 7% overall, with Billerica's assessment increasing approximately 10.73% (about \$1,264,833) due primarily to increased Billerica student enrollment.

Mr. Dillon reported that total education costs increased approximately \$4,177,561, or 4.23%.

Shared Cost Increases

Mr. Dillon stated that shared costs represent the largest driver of the FY2027 budget increase, including:

- Debt for the new DPW facility: increase of approximately \$4,215,749.
- Health insurance: projected 18.3% increase totaling approximately \$3,474,380.
- Middlesex County retirement assessment: increase of approximately \$1,152,356.
- Building and auto liability insurance: increase of approximately \$94,205 due to additional Town buildings.
- Medicare costs: increase of approximately \$150,000.
- OPEB contribution: increase of approximately \$127,507.

Mr. Dillon reported that shared costs increased approximately \$9,214,197, representing a 16.76% increase, noting that DPW debt service and healthcare costs account for the majority of the increase.

Mr. Dillon stated that the Town will review healthcare costs and insurance options over the next year, including evaluating broker options and possible plan modifications, though some changes may require collective bargaining negotiations.

Enterprise Funds

Mr. Dillon reported proposed increases to the enterprise funds as follows:

- Water Enterprise Fund: increase of approximately 3.64% (\$251,094).
- Wastewater Enterprise Fund: increase of approximately 3.48% (\$331,965).

Overall Budget Impact

Mr. Dillon stated that the overall budget increase appears to be approximately 7% but explained that the Town's Debt Stabilization Fund will be used to offset part of the increase, which is expected to reduce the tax levy impact to approximately 5.85%.

**Long-Term Fiscal Considerations**

Mr. Dillon noted that the Town's excess levy capacity has decreased in recent years and that new growth revenue has declined significantly compared to prior years, limiting the Town's ability to offset costs without impacting taxpayers. He further noted that the Town faces several potential future capital projects, including possible work at Locke Middle School, improvements to the police station, sewer infrastructure upgrades, and potential future costs related to Shawsheen Valley Technical School.

Mr. Dillon stated that encouraging additional commercial development and business growth in Billerica will be important to help offset future costs to taxpayers.

Mr. Dillon concluded his presentation and offered to answer questions from the Board.

**Discussion:**

Member Favreau thanked the Town Manager and staff for their work preparing the budget but expressed concerns about the size of the proposed increase and the limited time the Board had to review the full budget document. She noted that the printed budget book was received Friday afternoon and stated that she felt she did not have sufficient time to thoroughly review the 277-page document, formulate questions, and discuss concerns with the administration prior to the vote. Favreau also stated that residents are already experiencing financial pressure from mortgage and escrow increases and expressed concern about approving a budget that could significantly impact taxpayers without additional review. She stated that she would have preferred scheduling a separate meeting dedicated solely to reviewing the budget in detail before voting.

Member Rosa acknowledged the challenges faced by the administration in preparing the budget, particularly noting that it was the first budget cycle for key staff members and that some institutional knowledge from prior personnel was no longer available. He stated that he also would have preferred more time to review the budget but appreciated the opportunity to discuss portions of it with the Town Manager earlier in the day. Rosa emphasized that many of the budget increases were driven by costs largely outside the Town's direct control, including healthcare, debt service for previously approved capital projects, and contractual obligations. He highlighted the relatively modest increase in discretionary spending within the school budget once contractual costs were removed. Rosa also stressed the importance of addressing long-term fiscal sustainability by focusing on expanding the Town's commercial and industrial tax base, noting that increased commercial development would help offset the tax burden on residents. He further suggested exploring structural changes to the Town's health insurance plans, such as moving from a two-tier to a three-tier system, as a potential way to reduce future costs. Rosa stated that while he did not support large tax increases, he believed steps already taken by the Board and administration could help stabilize costs moving forward.

Secretary Darris-O'Connor stated that residents understand that operating a municipal government requires funding for essential services such as police, fire, public works, and schools. He noted that inflation also affects municipal governments and identified healthcare costs as a particularly significant factor in the current budget. He emphasized the need for more predictable and stable budgeting practices and stated that underestimating costs in previous budgets may have contributed to the larger adjustment seen this year. Darris-O'Connor expressed support for utilizing the Debt Stabilization Fund to help manage the impact of large capital projects coming online, including the DPW facility, recreation facility, and future public safety infrastructure. He also stressed the importance of encouraging new growth and investment in Billerica, stating that expanding the tax base through business and development would help distribute municipal costs across more taxpayers rather than placing the burden primarily on residents.

Vice Chair Burrows commented that he was not surprised by the overall increase given the number of major capital projects currently impacting the Town's finances. He noted that school departments typically experience annual increases due to the large number of employees and contractual cost-of-living adjustments. Burrows stated that communities often expect high levels of municipal services while resisting the types of development that can generate the revenue needed to support them. He discussed the Town's high commercial vacancy rates in areas such as Technology Park and portions of Federal Street and suggested that mixed-use development and other forms of investment could help stimulate economic activity and reduce the long-term tax burden on residents. He concluded by thanking the Town Manager for preparing the budget presentation.

**Motion:**

**Secretary Darris-O'Connor moved to ratify and submit the FY27 Operating Budget and Capital Plan as presented.**

**Second: Vice Chair Burrows**

<b>Burrows</b>	<b>Yea</b>
<b>Favreau</b>	<b>Abstained</b>
<b>Rosa</b>	<b>Yea</b>
<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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**Item Taken out of order-8:02 PM**

**29. A Liberty Tree for Billerica-The Billerica Minutemen and Thomas Talbot lodge in conjunction with the 250th Committee are seeking the Boards permission to coordinate with the Town of. Billerica to place a -Liberty Tree on the Town common. Discussion and Possible vote**

Dan Burns, Captain of the Billerica Minutemen, appeared with Al Chin (Thomas Talbot Lodge / Minutemen) and Chris Sennett (250th Committee) to request the Board's permission to move forward with installing a Liberty Tree on the Town Common.

Mr. Burns explained the Liberty Tree's historical significance as a gathering symbol during the Revolutionary era. He stated the group has been working with the Liberty Tree Society (Keene, NH) / Elm Research Institute and is proposing a tree approximately 35 to 45 feet tall for immediate impact. He reviewed anticipated costs (approximately \$1,850-\$2,200 for the tree, plus about \$1,100 for delivery, and installation costs), and stated there is no cost to the Town because a benefactor will cover all expenses. He also noted that an arborist would be assigned to monitor the tree over the first few years to ensure successful establishment.

Mr. Burns stated the intent is to install the tree on the Town Common and coordinate closely with the Town Manager, DPW, and relevant departments to avoid impacts to irrigation/sprinkler lines, water lines, and other infrastructure. He emphasized the timeline due to planting season, noting Arbor Day (April 24) and Patriot's Day (April 19).

Chair Pavidis asked for clarification regarding the location; Mr. Burns confirmed a final location has not been set and that the group is open to the Town's preferred location. The request was for the Board's approval to proceed, with final siting to be coordinated with Town staff.

**Motion:**

**Secretary Darris-O'Connor moved to grant permission to the Billerica Minutemen and Thomas Talbot Lodge, in conjunction with the 250th Committee, to coordinate with the Town of Billerica in placing a Liberty Tree on the Town Common.**

**Second: Member Rosa**

<b>Burrows</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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**The Board continued with Item #30**

**Item Taken out of Order-8:08 PM**

**30. Billerica Minuteman Statue-The Billerica Minutemen are seeking the Boards permission to coordinate with the Town of. Billerica to install a statue of a Billerica Minuteman on the Town common. The statue was designed by the late Mrs. Helen Potter Discussion and Possible vote**

The Select Board considered a request from the Billerica Minutemen to coordinate with the Town of Billerica to install a Billerica Minuteman statue on the Town Common. Dan Burns, Captain of the Billerica Minutemen, explained that the project had been under discussion for several years and was revived after the late Mrs. Helen Potter, the sculptor of the statue, approached the group about advancing the project.

Mr. Burns stated that a formal quote has been obtained for the statue, which includes two options: refining and casting the existing model created by Mrs. Potter or creating a 3D digital rendering of the sculpture before casting. The 3D option would allow the statue to be scaled to approximately 7-9 feet in height. The estimated total project cost is approximately \$125,000, which would be funded through private fundraising efforts. Initial fundraising would focus on approximately

\$20,000 for the 3D imaging phase, followed by additional fundraising for casting (approximately \$74,000) and construction of a base or pedestal.

Mr. Burns noted that the group would work with the Town, including the Historic District Commission, to determine the final design details and location on the Town Common. He stated the Board’s approval was needed to move forward with fundraising and planning for the project.

**Motion**

**Secretary Darris-O’Connor moved to grant permission to the Billerica Minutemen to coordinate with the Town of Billerica in the installation of a Billerica Minuteman statue on the Town Common.**

**Second: Member Rosa**

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O’Connor	Yea
Pavidis	Yea

**The Select Board went to Item #22**

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**Meeting Schedule** 9:27 PM

31. March 16, 2026 and April 6, 2026

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**Adjournment** 9:27 PM

**Motion:**

**Secretary Darris-O’Connor moved to adjourn at 9:27 PM**

**Second: Member Rosa**

Burrows	Yea
Favreau	Yea
Rosa	Yea
Darris-O’Connor	Yea
Pavidis	Yea

Respectfully submitted by Kerri Rufo

Member Favreau Submitted edits on \_\_\_\_\_

Member Rosa submitted edits on \_\_\_\_\_

Approved by The Select Board on \_\_\_\_\_

Sent to Rosa, Favreau, Burrows on 03/09/26

**Documents included in the 03/02/26 Select Board packet**

**Consent**

- Memo from Lt. Coffey-High Octane
- Tips Certification Amanda Toci, Kelsey Murphy
- COI-2025-207 High Octane Harley
- 9 Applications for 1 Day Alcohol License at High Octane Harley
- Consent memo from Kerri Rufo to Select Board-1 Day Alcohol
- Consent memo from Kerri Rufo to Select Board for Consent-Corrections Community Funds Grant
- Consent-Con Com Appointment Laura DaCruz

**New Business (Quick Items)**

**Class II License-Atlas Auto Sales 741 Boston Road-Attorney Dangora Jr.**

- Class II-Complete application packet

**Presentation**

- Sewer Survey PP Presentation by DPW
- Town Center PP Presentation by DPW
- Charnstaffe Lane Options PP Presentation by DPW

**Old Business**

- Town Managers Report 03/02/26
- Town Center Gazebo update Packet provided by Dina Favreau
- Public School Evaluation Update memo by Kelley Conway. Town Engineer
- Sidewalk easement-331 Treble Cove Road- Memo by Kelley Conway. Town Engineer
- Sewer Easement-Brown Street Force main Replacement Project- Memo by Kelley Conway. Town Engineer
- Vote to update the designated domain [www.billerica.gov](http://www.billerica.gov) with the Attorney General Office as the Towns Official notice posting method for all the public bodies-Memo by Assistant Town Manager

**New Business**

- Submittal & Ratification of the FY27 Budget including Capital Plan
- A Liberty Tree for Billerica packet by Mike Rosa
- Billerica Minuteman Statue packet by Mike Rosa

**BILLERICA SELECT BOARD MINUTES**  
**MARCH 16, 2026 @ 6:00 PM**  
**THOMAS CONWAY HEARING ROOM #205 AND HYBRID VIA ZOOM**

**Select Board:** Chair; Jillian Pavidis, Vice Chair; John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, Member Dina Favreau

**Staff:** Town Manager Chris Dillon, Assistant Town Manager Ann Marie Casey, Select Board Confidential Executive Assistant Kerri Rufo, Fred Rusell, DPW Director, Todd Melanson, Chelmsford Town Manager, Paul Cohen

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

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**Pledge of Allegiance**

**1. Open Microphone**

Barbara Reedy, 10 Maplewood Avenue

Ms. Reedy expressed support for the Select Board's vote to pursue grant funding and questioned votes cast in opposition. She raised concerns regarding the proposed FY26–FY27 budget, including the overall increase, salary adjustments, and lack of publicly available audit information. She also requested updates on prior economic development initiatives and commercial growth efforts.

Keith Manning, 43 Richardson Street

Mr. Manning spoke regarding ongoing traffic and safety concerns following the removal of the Parker Street gate. He stated that current signage and enforcement are ineffective and provided observations of continued traffic violations. He recommended additional signage, adjusted restricted hours, clearer designation for residents, and roadway improvements.

Michael Parker, 11 Governor Road

Mr. Parker announced the upcoming Clean Up, Green Up Week, scheduled for April 18–25, 2026. He provided information on volunteer sign-ups, event promotion, and coordination with Town departments.

Grace Tucci, 7 Carson Street

Ms. Tucci raised concerns regarding the proposed budget increase and cited specific salary adjustments for certain positions. She expressed concern about fiscal management and encouraged the Select Board to ask more detailed questions during the budget review process.

Sarah Leonard, 41 Parker Street

Ms. Leonard spoke in support of prior comments regarding traffic safety. She raised concerns about visibility of signage, traffic flow, and pedestrian safety near Parker Street. She suggested additional signage, speed limit adjustments, and reconsideration of current traffic calming measures.

Kelley Sardina (remote)

Ms. Sardina referenced the Select Board's policies and procedures and questioned the process for public participation on agenda items. She expressed concerns about the ability of residents to speak on matters before the Board and reiterated concerns regarding the Town budget and decision-making process.

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**Presentation**

**2. Community Funds Grant Awards- Already voted on**

The Select Board reviewed the distribution of \$50,000 in Community Funds provided by EMD Serono to support local organizations.

A total of 11 applications were received. Each Select Board member and a representative from EMD Serono reviewed the applications and submitted recommended funding amounts. The recommendations were averaged and proportionally adjusted to ensure the total distribution equaled the available funding.

The Select Board recognized the recipient organizations and announced the award amounts as follows:

- Billerica 250th Committee – \$6,400.47
- Billerica Adventure Series – \$2,356.00
- Billerica Community Farmers Market – \$4,830.45
- Billerica Historical Society – \$692.89
- Billerica Public Library – \$3,000.00
- Boys & Girls Club of Greater Billerica – \$5,000.00
- Shawsheen Tech PAC – \$3,708.80
- Sunshine Gals, Inc. – \$5,000.00
- Team 4099 Robotics – \$6,310.45
- Billerica Veterans Services – \$7,900.47
- VFW Post #8819 – \$4,800.47

Members of the Select Board presented checks to the recipients. The Board stood with awardees for recognition, photographs, and acknowledgment of their contributions to the community.

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**Announcements-**

3. Vacancies on Boards and Committees
4. All other announcements may be viewed on the Town of Billerica website

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**Proclamation**

5. **The Proclamation for Outstanding Contributions to the Billerica 250<sup>th</sup> Committee-Dina will speak**

Secretary Darris-O'Connor introduced the proclamation for Outstanding Contributions to the Billerica 250th Committee in recognition of Women's History Month.

Chair Pavidis recognized Member Favreau to present the proclamation.

Member Favreau read the proclamation honoring Michele DeParasis for her service and contributions to the Billerica 250th Committee, particularly her efforts in recognizing and promoting the role of women in history. The proclamation highlighted her leadership, dedication to historical education, and contributions to the success of the Town's 250th anniversary commemorations.

Member Favreau also offered additional remarks expressing appreciation for the inclusion and recognition of women's contributions, particularly in connection with the Committee's Ladies' Luncheon.

The Select Board formally recognized Michele DeParasis and expressed appreciation for her service to the community.

**4a. Proclamation-Community Recognition- Jamie Learned-BATV**

The Vice Chair invited Jamie Learned to come forward and, on behalf of the Select Board, recognized him for his service to the Town.

Chair Pavidis acknowledged Mr. Learned’s contributions to supporting the Town’s BATV programming, including recording meetings and ensuring public access to government proceedings. The remarks highlighted the importance of this work in promoting transparency, accessibility, and community engagement.

The Select Board expressed its appreciation to Jamie Learned for his professionalism, reliability, and dedication to the Town of Billerica.

Mr. Learned thanked the Select Board for its recognition.

**Consent**

6.	
a. Draft Minutes	January 15, 2026 Draft Select Board Minutes
b. Appointments	Board or Registrars-Democratic Town Committee-Sharon Healey Term Ending-03/01/29
c. Change of Manager, Officer, Stock	Piyan Corp dba Easy Liquors, 240 Nashua Road
d. Parade	Billerica Little League Opening Day Parade April 25 <sup>th</sup> 8 AM-Town Hall to Pollard Field
e. Temp. Signs	Clean up Green up Town Center 4-signs, Size-Max Allowed- Placement on 03/17/26 to 04/26/26

**Motion**

Secretary Darris-O’Connor moved the consent agenda as presented.  
Member Rosa seconded the motion

Darris-O’Connor	Yea
Favreau	Yea
Burrows	Yea
Rosa	Yea
Pavidis	Yea

**Public Hearings-Alec Noel-Birdson**

- 7. Continued-National Grid/Verizon-WO# 31235419-(French St)Petition to install one (1) joint utility pole on French Street near Middlesex Turnpike, pursuant to *M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0*

**Motion to Open the Public Hearing**

Secretary Darris O’Connor moved to open the Public Hearing WO# 31235419 at 6:36 PM  
Member Rosa seconded the motion

Darris-O’Connor	Yea
Favreau	Yea
Burrows	Yea
Rosa	Yea
Pavidis	Yea

No representatives from National Grid were present to speak on the petition.

A discussion followed among the Select Board regarding whether to continue or act on the petition. The Director of Public Works was recognized and confirmed that utility poles would not be permitted within the sidewalk and must comply with existing moratorium restrictions.

After discussion, the Board considered proceeding with the petition with conditions, including that any new pole placement shall not obstruct or located within the sidewalk.

**Motion to Close the public hearing**

Secretary Darris-O'Connor moved to close the public hearing at 6:40 PM

Vice Chair Burrows second the motion.

Darris-O'Connor Yea  
 Favreau Yea  
 Burrows Yea  
 Rosa Yea  
 Pavidis Yea

**Motion to approve**

Secretary Darris-O'Connor moved to approve WO# 31235419 for the installation of one joint utility pole on French Street, subject to all comments in the application and with the condition that the new pole shall not interfere with or obstruct any existing sidewalk.

Member Rosa second the motion

Darris-O'Connor Yea  
 Favreau Yea  
 Burrows Yea  
 Rosa Yea  
 Pavidis Yea

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8. **National Grid/Verizon-WO# 31250342 - (Bayberry Lane)** Public Hearing on a petition filed by National Grid and Verizon to install two (2) new joint utility poles and relocate one (1) existing pole with anchors on Bayberry Lane, in order to provide electric service to 21 Bayberry Lane, pursuant to M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0

**Motion to Continue the Public Hearing**

Secretary Darris O'Connor moved to continue the Public Hearing until 04/06/26

Member Rosa second the motion

Darris-O'Connor Yea  
 Favreau Yea  
 Burrows Yea  
 Rosa Yea  
 Pavidis Yea

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9. **New Business (Quick Items)**

<b>18-1 Day Alcohol License &amp; Entertainment License requested by High Octane Harley</b>				
1 Day Alc. & Ent License	05/02/26	Saturday	11:00 AM to 4:00 PM	Live musician possible on speakers
1 Day Alc. & Ent License	05/15/26	Friday	5:00 PM to 8:30 PM	Live Band weather permitting
1 Day Alc. & Ent License	05/16/26	Saturday	11:00 AM to 4:00 PM	Music on speakers
1 Day Alc. & Ent License	05/31/26	Sunday	5:00 PM to 9:00 PM	Music on speakers or musician
1 Day Alc. & Ent License	06/20/26	Saturday	11:00 AM to 4:00 PM	Live band on speakers
1 Day Alc. & Ent License	06/26/26	Friday	5:00 PM to 8:30 PM	DJ/Band on speakers
1 Day Alc. & Ent License	06/30/26	Tuesday	6:00 PM to 9:00 PM	DJ/Musician on speakers
1 Day Alc. & Ent License	07/17/26	Friday	5:00 PM to 8:30 PM	DJ/Musician on speakers
1 Day Alc. & Ent License	07/25/26	Saturday	11:00 AM to 4:00 PM	Hawaiian Dancers/ speakers
1 Day Alc. & Ent License	07/31/26	Friday	6:00 PM to 9:00 PM	DJ/Musician on speakers
1 Day Alc. & Ent License	08/14/26	Friday	5:00 PM to 9:00 PM	DJ/Musician on speakers

1 Day Alc. & Ent License	08/22/26	Saturday	11:00 AM to 4:00 PM	Live band on speakers
1 Day Alc. & Ent License	08/23/26	Sunday	11:00 AM to 4:00 PM	Musician on speakers
1 Day Alc. & Ent License	08/29/26	Saturday	5:00 PM to 9:00 PM	DJ/Musician on speakers
1 Day Alc. & Ent License	09/25/26	Friday	5:00 PM to 8:30 PM	Band/Musician/DJ on speakers
1 Day Alc. & Ent License	09/30/26	Wed	5:00 PM to 9:00 PM	Band/Musician/DJ on speakers
1 Day Alc. & Ent License	10/10/26	Saturday	11:00 AM to 3:00 PM	Music on speakers
1 Day Alc. & Ent License	10/23/26	Friday	5:00 PM to 8:00 PM	Indoor with speakers

**Motion to approve 1 day alcohol License**

Secretary Darris-O'Connor moved to approve the 1-day alcohol license as presented  
Vice Chair Burrows second the motion.

Darris-O'Connor Yea  
Favreau Yea  
Burrows Yea  
Rosa Yea  
Pavidis Yea

**Motion to approve Ent. License**

Secretary Darris-O'Connor moved to approve the Ent. License as presented  
Member Rosa second the motion

Darris-O'Connor Yea  
Favreau Yea  
Burrows Yea  
Rosa Yea  
Pavidis Yea

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**10. Discussion and Possible Vote to Provide a Letter of Support for FY27 Environment & Climate One Stop (ECO One Stop) Grant Applications**

The Department of Public Works is seeking a letter of support from the Select Board for two FY27 Environment & Climate One Stop (ECO One Stop) grant applications. The proposed projects include field data collection for the Dudley Road culvert replacement and Phase 2 of the Town's culvert and stormwater resilience study. A letter of support from the Select Board will help strengthen the Town's applications for state funding.

Member Favreau expressed appreciation to the Town Manager's Office and the Department of Public Works for their efforts in preparing and submitting the grant applications. She noted that the Select Board had previously authorized the applications and expressed support for moving the process forward.

**Motion;**

Secretary Darris-O'Connor move that the Select Board to vote to authorize the Chair to sign the letter of support.  
Member Rosa second the motion

Darris-O'Connor Yea  
Favreau Yea  
Burrows Yea  
Rosa Yea  
Pavidis Yea

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**10a. Vote to amend the posted restriction times on the Parker Street Traffic sign**

Chair Jillian Pavidis opened the discussion, referencing comments made during Open Microphone and noting concerns regarding traffic patterns, school-related cut-through traffic, and visibility of existing signage. She stated that the proposed changes were intended to better align with school schedules, including the high school, middle school, and Parker Elementary School. The Chair also noted that several Board members had observed that some signage was not clearly visible due to placement and obstructions.

Town Manager Chris Dillon confirmed the proposed morning time of 6:45 a.m. to 8:45 a.m., while discussion continued regarding appropriate afternoon hours.

Vice Chair John Burrows suggested afternoon hours of 1:30 p.m. to 4:00 p.m., while further discussion refined the proposed timeframe.

Member Dina Favreau noted that a resident had suggested an afternoon end time of approximately 3:30 p.m., and discussion continued regarding traffic impacts related to school schedules and student activities.

Chair Jillian Pavidis summarized the proposed amended times as 6:30 a.m. to 8:45 a.m. and 1:30 p.m. to 3:30 p.m.

Board members also discussed concerns regarding signage placement and visibility. The Chair and Vice Chair noted that some signs were positioned too far into the roadway or obstructed, reducing effectiveness. The need to reassess sign locations was discussed.

Member Dina Favreau raised broader concerns regarding long-term traffic safety and referenced prior “Safe Routes to School” planning efforts. She emphasized the need for a comprehensive, long-term solution, including roadway design improvements and potential grant funding opportunities.

Member Mike Rosa suggested that the Board consider posting neighborhood streets at 20 miles per hour under applicable state law and recommended placing this item on a future agenda.

Chair Jillian Pavidis and Town Manager Chris Dillon also discussed enforcement concerns. The Town Manager noted coordination with the Police Department and explained that restrictions must apply uniformly, as “residents only” limitations are not enforceable based on legal guidance.

Secretary Daniel Darris-O’Connor stated that while the amendment addressed an immediate concern, a more comprehensive approach involving neighborhood residents should be pursued to develop a long-term solution.

The Director of Public Works, Fred Russell, provided input on signage challenges and suggested adding additional signs on both sides of the roadway to improve visibility. A resident also provided input regarding advance signage placement to better inform drivers before entering the restricted area.

The Chair indicated that signage locations would be reviewed further and refined in coordination with staff.

#### **Motion**

**Secretary Daniel Darris-O’Connor to amend the posted restricted times for the “Do Not Enter” signage on Parker Street to 6:30 a.m. to 8:45 a.m. and 1:30 p.m. to 3:30 p.m.**

**The motion was seconded by Member Mike Rosa.**

Following brief discussion regarding signage placement, the Chair indicated that location adjustments would be addressed administratively.

<b>Darris-O’Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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**Old Business-**

**11. Discussion regarding Chelmsford Forum's request to review and/or dispute a water bill. Discussion and possible vote.- Fred Rusell, DPW Director, Todd Melanson, Paul Gilmartin, GLS Associates**

**Chelmsford Forum-From 11/3/25 Minutes**

You will learn more about what is going on with the Chelmsford Forum at a future meeting but wanted to make you aware of a discrepancy with their water bill. On October 30, 2025, I met (electronically) with the Chelmsford Town Manager, the manager of the rink and another employee from Chelmsford. They are asking for an abatement for their water bill they received in early 2025. Chelmsford was receiving estimated water bills. However, when they received an actual bill, the estimates were very low and they were invoiced \$67,200. After meetings with our water staff and DPW, we changed their bill to the tier 1 rate as we had no way of knowing the accumulation of the difference between the estimated meter and actual. This amounted to a \$26,300 abatement and a balance owed of \$40,900. They are requesting the town abate this amount as well. I have stated that we helped them as much as I could and they could appeal my decision to the Select Board. I believe they plan to do so. If/when we receive the request, we will schedule them for a future meeting to discuss. Vote on 2026 Select Board Meeting Schedule.

Member Rosa stated that he has issues with moving them to Tier I. That tier would typically be lower users. Most residential users are Tier II. Member Rosa asked if they tested the meter. Mr. Dillon replied yes, it read 99.5% accurate. Member Rosa stated that they used the water and maybe we can't know the year, but we should change to a Tier II. He has no interest in issuing a waiver. Member Rosa asked if a new meter has been installed. Mr. Dillon replied yes, on August 12th. The water usage was consistent up to October 29th which could mean there was a leak. Our staff is working with Tier I, which has been the past practice and we can't definitely state the time. This change was to show a sign of good faith.

Chair Pavidis asked that you gather the information together and have a future agenda.

Member Favreau asked why this went one for 7 years. Mr. Dillon stated that he can't answer that. We have new meters and the Eye on Water application allows residents to watch for leaks.

Vice Chair Burrows stated that we shouldn't give Chelmsford a break on the water bill. They are not residents.

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Secretary Daniel Darris-O'Connor introduced Item 11 under Old Business regarding a request for water bill abatement related to the Chelmsford Forum.

Paul Gilmartin (GLS Associates), representing the Chelmsford Forum, addressed the Board and explained that the facility had received estimated water bills for approximately six to seven years due to a non-functioning meter. He stated that after a new meter was installed, the Town issued a significant "true-up" bill based on an actual reading, resulting in a large usage amount. Mr. Gilmartin expressed concern that there was no reliable baseline reading to compare against, as all prior bills had been estimated, and requested additional abatement.

Town Manager Chris Dillon provided background, noting that the issue was identified and investigated in coordination with DPW staff and Chelmsford representatives. He stated that the meter was replaced, and a discrepancy between estimated and actual usage was discovered. He also noted that a leak was later identified at the facility, contributing to increased water usage.

Todd Melanson, Wastewater Director, outlined the history and technical details of the account. He explained that:

- The original meter was non-functional for remote readings, resulting in estimated bills.
- A manual reading of the analog meter was conducted, providing an accurate usage total.
- The difference between estimated and actual readings resulted in a catch-up bill of approximately \$67,173.65.
- The meter was tested by a third party and found to be 99.5% accurate.
- In accordance with standard policy and past practice, the bill was reduced to Tier 1 rates and prorated, resulting in an abatement of \$26,281.29 and a revised total of \$40,892.36.
- A significant leak was identified after installation of the new meter, which had contributed to continuous water usage.

Mr. Gilmartin reiterated that while the current reading may be accurate, the absence of prior actual readings makes it unclear whether previous estimates were over or under actual usage.

Member Mike Rosa questioned the basis for reducing the bill to Tier 1, noting that such action is not explicitly outlined in the Water and Sewer Rules and Regulations and could set precedent. He stated he was not inclined to grant additional abatement beyond what had already been provided and emphasized that the Town had already taken reasonable steps, including third-party testing and rate adjustments.

Secretary Daniel Darris-O'Connor stated that the Water Department had handled the matter consistently with standard practice and that the responsibility for the water usage should not be shifted to Billerica ratepayers. He expressed support for maintaining the current adjusted amount and not granting further abatement.

Member Dina Favreau expressed concerns from both perspectives, noting the lack of a clear baseline due to years of estimated billing and questioning whether prior estimates may have over- or under-charged the applicant. She suggested that the matter could warrant further discussion or negotiation and raised procedural questions regarding whether a vote was appropriate at that time.

Chair Jillian Pavidis noted that the reduction to Tier 1 rates and the existing abatement may reasonably account for uncertainties related to prior estimates.

DPW Director Fred Russell clarified that the billing adjustments accounted for historical rates and confirmed that the actual meter reading exceeded estimated usage, indicating that additional water had gone unbilled. He also confirmed that a leak had been present.

Vice Chair John Burrows expressed confidence in the Water Department's analysis and indicated that the existing abatement was appropriate, noting that further challenge could result in recalculation at higher rates.

#### **Motion**

**Member Dina Favreau to confirm and approve the adjusted water bill in the amount of \$40,892.36, reflecting the previously applied abatement.**

**Vice Chair Burrows second the motion**

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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## **12. Potential Vote draft bylaw on bitcoin/crypto ATMs**

### **From 11/17/25 Select Board Meeting**

Town Counsel reviewed the Police Chief's proposal to adopt a general bylaw prohibiting cryptocurrency ATMs ("crypto ATMs") in Billerica due to their increasing use in fraud schemes targeting residents. Counsel advised that similar bylaws have been enacted in other Massachusetts municipalities and approved by the Attorney General's Municipal Law Unit, and that the proposed bylaw is likely legally defensible if adopted. The Select Board must vote whether to place this proposed bylaw article on the upcoming Town Meeting warrant for consideration by Town Meeting.

Town Manager Chris Dillon provided background, noting that the matter had previously been discussed by the Board and referred to legal counsel. He stated that draft language had been prepared and included in the Board's packet, and he was seeking direction from the Board on whether to support placing the item on the Town Meeting warrant.

Secretary Darris-O'Connor stated that he was initially hesitant to support the measure, as he generally does not favor banning activities. However, after further research and recent developments, he noted that cryptocurrency ATMs have increasingly been used in scams and fraudulent activity. He explained that these machines are often used to facilitate financial exploitation, particularly targeting vulnerable individuals. He further stated that law enforcement, including Chief Roy Frost and Lieutenant Coffey, had provided input on the issue, and that other municipalities have taken similar action. Based on this information, he expressed support for moving forward with the proposed bylaw.

**Motion:**

Secretary Daniel Darris-O'Connor moved to approve the draft bylaw language and submit an article to the Town Meeting warrant to prohibit Bitcoin/cryptocurrency ATMs, as presented.

Vice Chair Burrows second the motion

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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### 13. Preliminary Review of Proposed Spring 2026 Town Meeting Warrant Articles

Town Manager Chris Dillon explained that the deadline for submission of warrant articles is Wednesday, March 18, 2026 at 4:00 PM, and noted that this meeting was the final opportunity for the Select Board to review and provide input prior to that deadline. He stated that the purpose of the discussion was to ensure that the Board's priorities and any requested changes are reflected before the warrant is finalized.

The Town Manager also noted a scrivener's error in Article 23 (Billerica 250th funding), clarifying that the correctly requested amount is \$35,000, not \$350,000.

Mr. Dillon then provided an overview of the draft warrant articles included in the Board's packet. He explained that several articles are standard annual items, including setting compensation, hearing reports, budget amendments, and FY2027 operating and enterprise budgets. He further noted that multiple articles related to collective bargaining agreements are currently included as placeholders, as negotiations are ongoing and final agreements may or may not be completed prior to Town Meeting. Additional articles include funding for PEG access, opioid settlement expenditures, Community Preservation Committee recommendations, a bylaw amendment related to the Town Manager Screening Committee, a National Grid easement, the proposed cryptocurrency ATM bylaw, and an article related to the Cider Mill property. Mr. Dillon stated that the draft remains subject to revision and invited feedback from the Board.

#### Comments from the Select Board

Member Michael Rosa asked an initial clarification question regarding the water enterprise budget article (Article 15), specifically the phrasing "raise and appropriate from available funds," and received confirmation from the Town Manager on the intended language.

Member Rosa then provided a detailed overview of Article 25 (Town Manager Screening Committee bylaw amendment), which he submitted. Drawing on his experience serving on the previous two screening committees, he explained that the current bylaw results in delays at the beginning of the process, particularly between notification of a vacancy and the formation of the screening committee. He stated that, in prior searches, valuable time was lost during this early stage.

He explained that the proposed amendments are intended to streamline and expedite the process by requiring appointing authorities to act within 10 days of notification, requiring the screening committee to convene within 7 days of final appointment, and maintaining the overall 150-day timeline while tightening earlier steps to prevent delays. He noted that the remaining changes are largely administrative, updating terminology from "Board of Selectmen" to "Select Board." He emphasized that the goal of the amendment is to ensure a more efficient and timely hiring process moving forward.

Member Rosa then raised significant concerns regarding Article 28 (Cider Mill property). He noted that the article proposes transferring the parcel for conservation and recreation purposes and questioned whether that language could unintentionally limit future municipal use. He referenced the 2020 Town Meeting vote authorizing the purchase of the property and emphasized that the original intent included both preservation and potential municipal use, specifically highlighting long-standing discussions about the need for a new senior center.

Member Rosa stated that the Town's senior population continues to grow and that the current senior center is undersized with inadequate parking. He expressed concern that overly restrictive language could eliminate the Town's ability to utilize a portion of the property for that purpose. While expressing strong support for preserving the majority of the land, he emphasized the importance of maintaining flexibility to allow for limited municipal use if needed.

Secretary Daniel Darris-O'Connor responded that Article 28 was recently submitted and reviewed by Town Counsel, and that additional clarification on the legal language can be obtained. He explained that the intent of the article is to strike a balance between supporting sustainable growth and preserving open space. He noted that, based on feedback from residents, there is strong interest in protecting the parcel as one of the Town's largest remaining unprotected open spaces. Secretary Darris-O'Connor stated that the property was intentionally left open for future decision-making when it was acquired in 2020, but that current community sentiment supports taking steps to preserve it for future generations. He emphasized that the article is intended to bring the matter forward for Town Meeting consideration, where the final decision will be made. He also noted that the language was recommended by Town Counsel and acknowledged that further clarification could be provided prior to Town Meeting.

Vice Chair John Burrows noted that the Town already owns approximately five acres near the baseball field adjacent to the Cider Mill parcel. He referenced comparable projects in neighboring communities, such as Wilmington, where a senior center was constructed on a similarly sized parcel. He stated that this existing land could provide an opportunity to accommodate a future senior center while still preserving the larger Cider Mill parcel. He expressed support for a balanced approach that preserves open space while maintaining the ability to meet municipal needs.

Member Dina Favreau expressed agreement with Vice Chair Burrows and emphasized the importance of both conservation and thoughtful planning for municipal use. She noted that the Cider Mill property had previously been considered for significant residential development under a Housing Choice initiative and clarified that she opposed that proposal. She stated that the property is a valuable and scenic resource and should be protected; however, she cautioned against limiting the Town's options too narrowly. She reiterated that the property was originally purchased with the understanding that it could serve both conservation and municipal purposes and expressed concern about foreclosing the possibility of sitting a future senior center on a portion of the land.

Member Rosa reiterated his position, emphasizing that he strongly supports preserving the majority of the property while maintaining flexibility for limited development if necessary. He noted that only a small portion of the land—potentially even less than an acre may ultimately be needed for a senior center and stressed that the Town should avoid restricting itself prematurely.

Secretary Darris-O'Connor added that Town Meeting had previously voted against relocating the senior center to another site, noting that this context is relevant to the current discussion and reinforces that the final decision will rest with Town Meeting.

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#### 14. **Town Managers Report**

Town Manager Chris Dillon reported that the Town is working with its previous website vendor to return the Town portion of the website to the former platform, with an update process to follow to ensure the site is user-friendly and contains accurate, current information.

Mr. Dillon also provided additional clarification on the FY27 budget following concerns raised at the prior meeting. He stated that while the overall increase is approximately 7%, the Town-side increase is about 2.71%, and that if the first bond

payment for the DPW project and the increase in health insurance costs are removed, the overall increase would be less than 3.5%. He acknowledged concerns regarding the budget and stated that over the coming year the Town will review health insurance costs and options to help control future increases.

Mr. Dillon advised that the Parker Street signs have been installed. He also noted that the preliminary warrant had already been discussed earlier in the meeting.

With respect to Department of Public Works updates, Mr. Dillon explained that missed solid waste pickups had been traced in part to two new employees learning the collection routes. He stated that the DPW Director had met with the contractor and requested the addition of a third truck to improve service. Residents experiencing missed pickups were encouraged to contact DPW so issues could be addressed and tracked.

Mr. Dillon reported that a pre-construction meeting for Phase 1 of the Yankee Doodle Pathway had been held with MassDOT, and that the contractor, Barletta Heavy Division, would begin tree clearing. The anticipated completion date for Phase 1 is November 13, 2028.

Regarding the water storage tank rehabilitation project, Mr. Dillon stated that the project received a favorable bid and is expected to cost less than originally anticipated. He explained that because the Boston Road tank will be taken offline, a full ban on outside water usage will be necessary during the work in order to protect system pressure and ensure safe operation of the water system. He noted that draining of the tank is scheduled to begin the week of March 23, 2026, with work expected to be completed by June 30, 2026.

Wastewater Director Todd Melanson addressed the Board and explained that the timing of the tank work is driven by temperature requirements needed for proper adhesion of the interior and exterior coatings. He stated that alternatives had been reviewed, but completing the work in sequence was the most cost-effective and practical option. He emphasized the importance of resident cooperation with the water ban, noting that the system cannot support normal usage plus irrigation demands while operating without the larger tank.

Mr. Dillon further reported that the Town narrowly missed the SRF funding list for the Brown Street force main project and is appealing that decision. He stated that letters of support had been requested from the Town's legislative delegation and that both Representative Lombardo and Senator Friedman agreed to assist.

He also reported that rapid snowmelt had increased inflow and infiltration into the sewer system, with approximately 3 million gallons of non-municipal flow projected as of March 12. He stated that the Town is halfway through the I&I rehabilitation project approved in 2024, that snow had slowed work, and that the Town has received a \$63,357 loan forgiveness grant for that project. He added that work is expected to resume as conditions improve.

Additional wastewater updates included the successful startup testing of a new Atlas Copco turbo blower at the wastewater facility, ongoing work to bring the blower fully online, and the commencement of design work for the sludge building roof replacement and the Darby and Waterview design project.

Mr. Dillon also reported that Recreation summer program registration would open on Wednesday, March 18, 2026, at 10:00 a.m., and that spring registrations had already begun and were filling quickly. He stated that the recreation center project continues to move forward, remains on schedule and within budget, and that some Phase 2 elements were able to be advanced through cost-saving adjustments made within Phase 1.

#### **Board Comments/Questions:**

Member Favreau asked about enforcement of the water ban, particularly with respect to businesses and condominium associations using irrigation systems. Mr. Dillon responded that violations are often reported by residents, after which staff follow up directly or by correspondence, and that the Town's monitoring app may also provide alerts in some cases. He offered to provide a more detailed response.

Member Favreau also asked for clarification on the SRF funding ranking and whether failure of the appeal would affect interest rates on other projects. Mr. Dillon explained that the Brown Street project is currently ranked third below the funding cutoff, that projects above it may drop off, and that the appeal and support letters are intended to improve the Town's chances. He further stated that this would not affect already approved projects. She also asked about upcoming grant applications; Assistant Town Manager Ann Marie Casey explained that the Town has created an interdepartmental grant tracking spreadsheet, is pursuing the Green Communities Grant and One Stop Grant and will continue to identify projects and provide an update in April.

Member Favreau also raised concerns regarding an increase in online complaints about missed recycling pickups. Chair Pavidis noted that she had experienced this issue as well.

Member Rosa suggested the Town explore regional solid waste contracting or rebidding opportunities to potentially reduce costs, citing prior experience where competitive pressure improved pricing. He also recommended reviewing health insurance plan structure, including a possible three-tier option, as a way to reduce costs for both employees and the Town. Mr. Dillon agreed that all insurance options, including brokers and plan structures, should be reviewed. Member Rosa also asked whether the Town had received responses from the state delegation regarding SRF support letters, and Mr. Dillon confirmed that both had agreed to help. He further asked whether the recreation project remained on schedule and within budget, and Mr. Dillon confirmed that it did.

Secretary Darris-O'Connor commented on inconsistent snow removal throughout Town during the winter season and asked that lessons learned be addressed before next season so employees and contractors are better coordinated.

Vice Chair Burrows suggested making grant information available online so residents can better see what applications and opportunities the Town is pursuing. He also commented that Mr. Dillon has prior budget experience, noted that the Town-side portion of the budget increase is relatively modest, and expressed support for the water tank rehabilitation project and the Recreation Department project. He thanked the Town Manager and staff for their work.

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### Meeting Schedule

15. April 6, 2026 & April 27, 2026

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### Adjournment

16.

### Motion:

Secretary Darris-O'Connor made a motion to adjourn at 8:10 PM

Member Rosa second the motion

Darris-O'Connor	Yea
Favreau	Yea
Burrows	Yea
Rosa	Yea
Pavidis	Yea

Submitted By Kerri Rufo

Approved at the \_\_\_\_\_ SB Meeting

Sent for review to Burrows, Rosa, Favreau on 03/25/26

### Documents:

03.13.26 SB Agenda

2. Vacancies Boards and Committees list 03.16.26
4. Proclamation for Outstanding Cont. Billerica 250<sup>th</sup>
- 5a. SB Minutes 01.15.26 Draft minutes
- 5b. Appointment-Democratic Town Committee-Sharon Healey
- 5c. Change of Manager, Officer, Stock dba Easy Liquors
- 5d. Billerica little league parade letter
- 5e. Temp Sign request-Clean up green up email, flyer
6. Public Hearing NGRID WO# 31235419 complete packet
7. Public Hearing NGRID WO# 31250342 complete packet
8. 1 day alcohol & Entertainment license- KBA Harley Octane complete packet
9. Community Funds Grant
10. Chelmsford Forum Abatement
11. Crypto by Law, proposal-11.17.25, Town Counsel letter 02.26.26
12. Electronic Sign
13. Town Managers Report

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**SELECT BOARD**  
TOWN HALL  
365 BOSTON ROAD  
BILLERICA, MASSACHUSETTS 01821  
978-671-0939  
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*  
John J. Burrows, *Vice Chair*  
Daniel R. Darris-O'Connor, *Secretary*  
Michael S. Rosa, *Member*  
Dina M. Favreau, *Member*

<https://us02web.zoom.us/j/83477138002>

phone 1 929 205 6099

**SELECT BOARD AGENDA**

**APRIL 6, 2026 5:00 PM**

365 BOSTON ROAD, THOMAS CONWAY HEARING ROOM #205 AND HYBRID

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

**Staff:** Town Manager Chris Dillon, Assistant Town Manager Ann Marie Casey, Director of Administrative Services, Dawn McDowell, Select Board Confidential Executive Assistant Kerri Rufo

**Others Present:** Town Counsel, Harrington Heep, Ivria Glass Fried, Bryan Bertman

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**1. Call to Order 5:00 PM**

Chair Pavidis called the Select Board Meeting to order at 5:00 PM

**ROLL CALL VOTE**

Darris-O'Connor	Present
Favreau	Excused
Burrows	Present
Rosa	Present
Pavidis	Present

**2. Pledge of Allegiance**

**3. Enter into Executive Session**

Motion 1 – §21(a)(2)

Secretary Darris-O'Connor moved to enter into executive session pursuant to Massachusetts Open Meeting Law, §21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel, and to return to open session. An open meeting may have a detrimental effect on the bargaining position of the public body. Member Rosa seconded the motion.

**ROLL CALL VOTE**

Darris-O'Connor	Yea
Favreau	Excused
Burrows	Yea
Rosa	Yea

Pavidis                    Yea

**Motion 2 – §21(a)(3)**

Secretary Darris-O’Connor moved to enter into executive session pursuant to Massachusetts Open Meeting Law, §21(a)(3) to discuss strategy with respect to litigation, specifically CRT Development Realty, LLC vs. Billerica Historic Districts Commission, as an open meeting may have a detrimental effect on the litigating position of the public body, and to return to open session.

Member Rosa seconded the motion.

**Move to adjourn to Open Session**

Chair Pavidis moves to adjourn executive session to return to open session at 5:48 PM.

Member Rosa seconded the motion.

**ROLL CALL VOTE**

Darris-O’Connor Yea

Favreau                    Favreau-Absent at roll call; arrived at 5:28 PM (Executive Session)

Burrows                    Yea

Rosa                        Yea

Pavidis                    Yea

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**Return To Open Session**

The Board returned to open Session at 5:50 PM.

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**4. Open Microphone**

**Barbara Reedy, 10 Maplewood Avenue**

Encouraged residents to participate in the upcoming election and expressed concerns regarding recent Select Board meeting conduct, specifically referencing the March 30th meeting and emphasizing the need for strong leadership and collaboration.

**Mike Riley, 46 Bedford Street**

Urged the Board to support the upcoming Statement of Interest for a new middle school project, noting its importance in securing MSBA funding and highlighting the Superintendent’s transparency and preparation efforts.

**Billy Reid, 16 River Street**

Thanked Town staff for addressing a long-standing infrastructure issue and shared supportive remarks regarding a Board member. He also encouraged improved cooperation among Board members moving forward.

**Mark Estradio, 33 Dudley Road**

Encouraged the Board to act unanimously in support of the Statement of Interest for a new middle school, referencing past success with MSBA projects and emphasizing the importance of timely approval.

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**5. Announcements**

- a. Secretary Darris-O’Connor read the Vacancies on Boards and Committees
- b. Secretary Darris-O’Connor announced that all other announcements may be viewed on the Town of Billerica website

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**6. Consent -5:54PM**

- a. Gift acceptance- From-Thomas & Suzanna Fedorka-\$250.00-Library- For the Library's (Children Dept.)
- b. Gift acceptance- From Ronald McCarthy-\$100.00-Veterans- Utilization for Veterans (Events)
- c. Gift Acceptance- From Billerica Christmas Parade-\$1750.00-Veterans-Supporting Veterans
- d. Gift acceptance -From Lowell Five Bank-\$1500.00-Town Accountant-(Food Assistance)
- e. Appointment- Annette Nazziwa-Billerica Scholarship Committee (Term ending 6/30/28)
- f. Appointment- Marlies Henderson-Billerica Historic Commission (Term ending 6/30/28)
- g. Appointment- Keith Lavon-Alternate Billerica Historic Commission (Term ending 06/30/27)
- h. Appointment- Meaghen Murphy-Alternate-Historic District Commission (Term Ending 06/30/29)
- i. Citation- James Tildsey
- j. Common Victualler- Starbucks, 480 Boston Road
- k. Common Victualler- Dave's Hot Chicken, 480 Boston Road
- l. Common Victualler- Subway, 480 Boston Road

**Motion:**

**Secretary Darris-O'Connor moved to approve the consent agenda as presented.**

**Member Rosa seconded the motion.**

**Darris-O'Connor Yea**  
**Favreau Yea**  
**Burrows Yea**  
**Rosa Yea**  
**Pavidis Yea**

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**7. Public Hearings**

- a. **Continued-National Grid/Verizon-WO# 31250342** - (Bayberry Lane) Public Hearing on a petition filed by National Grid and Verizon to install two (2) new joint utility poles and relocate one (1) existing pole with anchors on Bayberry Lane, in order to provide electric service to 21 Bayberry Lane, pursuant to M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0

**Dave Boucher from NSTAR will be present**

**Motion to Open the Public Hearing**

**Secretary Darris-O'Connor moved to open WO# 31250342 at 5:55 PM**

**Member Rosa seconded the motion.**

**Darris-O'Connor Yea**  
**Favreau Yea**  
**Burrows Yea**  
**Rosa Yea**  
**Pavidis Yea**

**Motion To Close the Public hearing**

**Secretary Darris-O'Connor moved to close the Public hearing at 5:59 PM**

**Member Rosa seconded the motion.**

**Darris-O'Connor Yea**

Favreau            Yea  
Burrows           Yea  
Rosa                Yea  
Pavidis            Yea

**Motion to Approve:**

Secretary Darris-O'Connor moved to approve WO# 31250342 at 6:00 PM contingent upon the approval of the DPW confirming that the current plan accommodates the current roadway layout  
Member Rosa seconded the motion.

Darris-O'Connor Yea  
Favreau            Yea  
Burrows           Yea  
Rosa                Yea  
Pavidis            Yea

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**b. Piyan Corporation d/b/a Easy Liquors, 240 Nashua Road, Unit A**

Request for approval of a Change of Manager, Officers/Directors, and Stock Ownership for a Section 15 All Alcohol Package Store License.

**This will be on the April 27, 2026 Agenda**

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**8. New Business (Quick Items)-Item Taken out of Order**

**a. Northern Middlesex Regional Housing Services Office (NMRHSO) Intermunicipal Agreement Approval**

This is an Intermunicipal Agreement with the Northern Middlesex Council of Governments (NMCOG) to participate in a shared Regional Housing Services Office (NMRHSO). Through this agreement, the Town will receive administrative and technical assistance for affordable housing matters, including monitoring affordable housing units, supporting housing initiatives, and assisting with compliance and reporting requirements. The agreement is for one year (FY27) with an annual cost based on services provided, and allows the Town to share resources and expertise with other participating communities.

Jennifer Raitt, Executive Director of the Northern Middlesex Council of Governments (NMCOG), presented the proposed inter-municipal agreement to establish the Northern Middlesex Regional Housing Services Office (NMRHSO). She explained that the program has been piloted over the past year and is intended to provide regional support for tracking and managing affordable housing inventories, as well as offering technical assistance to participating communities.

Ms. Raitt outlined that the service would provide more detailed, localized, and continuous technical assistance than what is currently available through the State, including maintaining a curated regional inventory, monitoring deed-restricted units, and assisting with compliance and reporting requirements.

Town Manager Chris Dillon noted that the pilot program identified additional deed-restricted units that were not previously counted by the State and highlighted that the program includes approximately 30 hours of local project support as part of its base services.

Member Rosa inquired about the value of the proposed \$22,400 fee compared to services already provided by the Department of Housing and Community Development (DHCD). Ms. Raitt clarified that while the State

provides general data and reporting, the proposed service offers more detailed, community-specific support and monitoring.

Member Favreau confirmed that the agreement represents a new service separate from the Town's existing NMCOG membership assessment and that the associated fee would be an additional cost beginning in Fiscal Year 2027. She also asked whether services would extend to public housing, to which Ms. Raitt responded that public housing units are included within the affordable housing inventory and would be covered under the base scope of services.

Vice Chair Burrows asked questions regarding the fee structure, including the differences in opt-in costs among participating communities and potential additional service charges. Ms. Raitt explained that the fee structure was developed based on a regional analysis of housing inventories and comparable programs, and that additional services beyond the base scope would be optional and billed separately as needed.

Board members expressed general support for the regional approach and the benefits of enhanced tracking and technical assistance for affordable housing compliance.

**MOTION**

**Secretary Darris-O'Connor moved to approve the Northern Middlesex Regional Housing Services Office inter-municipal agreement and to authorize the Town Manager to execute the agreement on behalf of the Town.**

**Member Rosa seconded the motion.**

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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**b. Discussion and Vote on prior MOA regarding healthcare**

Request to approve a Memorandum of Agreement related to employee health insurance changes, including contribution adjustments and implementation of a cost share assistance program, which was previously agreed upon by all bargaining units but not formally approved by the Select Board. Approval is expected to result in cost savings to the Town.

Town Manager Chris Dillon explained that a prior Memorandum of Agreement (MOA) had been negotiated with various bargaining units approximately two years ago to implement modifications to employee health insurance. He noted that the agreement was never formally approved by the Select Board at that time and is now being brought forward for formal approval.

Mr. Dillon stated that one component of the agreement includes the implementation of a cost-share assistance program administered by PillarRx, which is expected to provide cost savings to the Town. He requested Board approval to move forward with the agreement.

Secretary Darris-O'Connor expressed strong support for the agreement and acknowledged the cooperation of the Town's bargaining units in negotiating the MOA, particularly in light of rising healthcare costs.

Member Rosa also supported the measure and inquired about anticipated cost savings. It was noted that estimated savings are approximately \$23,000 in the first year.

Vice Chair Burrows indicated his support for the agreement as well.

**MOTION**

**Secretary Darris-O'Connor moved to approve the Memorandum of Agreement regarding employee health insurance changes and to authorize the Town Manager to execute the agreement.**

**Member Rosa seconded the motion.**

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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**c. SOI Approval-Kerry Cleary & Sean Bartlett**

Authorization to submit MSBA Statements of Interest for Locke (priority) and Marshall (non-priority) Middle Schools to address facility deficiencies and maintain eligibility for future funding opportunities. This is just the first step to keep Billerica eligible for potential state funding, no commitment to build anything.

Superintendent Kerry Cleary, accompanied by Sean Bartlett, Director of Facilities, presented two Statements of Interest (SOIs) for submission to the Massachusetts School Building Authority (MSBA), one for the Locke Middle School (priority site) and one for the Marshall Middle School (non-priority site). Dr. Cleary explained that while the primary focus is the Locke Middle School, the Marshall Middle School must also be submitted as a non-priority site due to potential impacts associated with future planning scenarios, including a possible middle school consolidation. She noted that the School Committee unanimously approved the SOIs in March and requested Select Board approval in advance of the April 17 submission deadline. Members of the Board expressed support for the proposal:

Member Favreau voiced strong support and relayed feedback from residents regarding interest in a combined middle school and the potential return of eighth-grade students to the middle school level.

Member Rosa supported the inclusion of the Marshall School as a secondary site and emphasized the importance of maintaining flexibility for a centralized middle school option.

Secretary Darris-O'Connor highlighted the SOI as a critical first step in entering the MSBA pipeline and emphasized the importance of transparency and long-term planning for school facilities.

Vice Chair Burrows expressed appreciation for the work completed to date and indicated support for moving the project forward.

Chair Pavidis stated her full support and looked forward to future phases of the project.

The Board acknowledged that submission of the SOIs does not guarantee acceptance into the MSBA program but represents the initial step in a multi-phase process.

**MOTIONS**

**Locke Middle School (Priority Site)**

Secretary Darris-O'Connor moved to authorize the Superintendent to submit a Statement of Interest to the Massachusetts School Building Authority for the Locke Middle School, 110 Allen Road, identifying deficiencies under Priority Categories 4, 5, and 7, and acknowledging that submission does not guarantee acceptance or funding.

Member Rosa seconded the motion.

Darris-O'Connor Yea  
Favreau Yea  
Burrows Yea  
Rosa Yea  
Pavidis Yea

**Marshall Middle School (Non-Priority Site)**

Secretary Darris-O'Connor moved to authorize the Superintendent to submit a Statement of Interest to the Massachusetts School Building Authority for the Marshall Middle School, 15 Floyd Street, as a non-priority site, identifying deficiencies under Priority Categories 4, 5, and 7, and acknowledging that submission does not guarantee acceptance or funding.

Member Rosa seconded the motion.

Darris-O'Connor Yea  
Favreau Yea  
Burrows Yea  
Rosa Yea  
Pavidis Yea

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**9. New Business**

**a. AFSCME Contract-Review of Ratified Contract**

Town Manager Chris Dillon presented a redlined tentative agreement between the Town and the AFSCME Union, noting that negotiations began in late summer/early fall. He explained that the agreement updates the union representation from IUPE to AFSCME and includes various administrative and clerical corrections throughout the document.

Mr. Dillon highlighted several key changes, including the removal of four positions from the union contingent upon Town Meeting approval: Payroll Coordinator, Veterans Head Clerk, DPW Administrative Clerk, and Police Head Clerk. He also noted that the Senior Clerk position would be removed from the wage classification and that the wage scale has been streamlined to eliminate outdated or unused positions.

The agreement includes title updates for several classifications and introduces additional steps within the wage scale to address compression issues and better align salaries with market rates. Mr. Dillon explained that a significant portion of the union had previously reached the top step, limiting opportunities for wage progression.

The proposed contract includes cost-of-living adjustments (COLA) of 2% effective July 1, 2026; 2% effective July 1, 2027; and 2% effective July 1, 2028.

Additional updates include clarifications to vacation and sick leave provisions, with revised language and examples intended to improve consistency in interpretation. Modifications were also made to the sick bank provisions, while maintaining Town representation.

Mr. Dillon further noted that language has been added to ensure proper employee placement within the updated pay structure, addressing prior inconsistencies. He concluded by offering to answer any questions from the Board.

Board members discussed the proposed AFSCME agreement, noting that many of the revisions reflected general language clean-up and modernization of the document. Questions were raised regarding the financial impact of adjustments to the wage scale, particularly the addition of new steps intended to bring certain positions to market rate. It was noted that, in addition to the 2% cost-of-living adjustments, employees would have the opportunity for step increases of approximately 4% between levels.

The Town Manager advised that the estimated cost of the agreement is approximately \$125,000 in the first year for 37 members, with reduced costs in subsequent years. It was further clarified that these costs are not included in the FY27 operating budget and will instead be presented as a separate warrant article for Town Meeting approval.

Members expressed appreciation for the good faith negotiations conducted by the bargaining team and indicated support for the agreement. Additional clarification was provided regarding the warrant process, noting that the AFSCME agreement will remain on the warrant for Town Meeting action, while other bargaining unit articles not requiring action may be withdrawn.

**Motion:**

**Secretary Daniel Darris-O'Connor moved to approve the AFSCME collective bargaining agreement as ratified and authorize the Town Manager to execute the agreement.**

**Member Rosa seconded the motion.**

<b>Darris-O'Connor</b>	<b>Yea</b>
<b>Favreau</b>	<b>Yea</b>
<b>Burrows</b>	<b>Yea</b>
<b>Rosa</b>	<b>Yea</b>
<b>Pavidis</b>	<b>Yea</b>

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**10. Old Business**

**a. Champions Signs - Select Board Subcommittee Update**

Assistant Town Manager Ann Marie Casey requested that the Chair open the Champion Sign Select Board Subcommittee meeting, which was held in tandem with the Select Board meeting to allow for discussion and potential action.

**Motion**

**Chair Pavidis called the subcommittee meeting to order.**

**Vice Chair Burrows Seconded the motion.**

**John Burrows      Yea**  
**Jillian Pavidis    Yea**

Ms. Casey summarized the subcommittee’s initial meeting held on March 20, noting that a draft policy (to be refined as rules and regulations) had been reviewed, along with discussion of potential signage locations, future digital signage options, and the possible use of a URL to accompany physical signage.

Ms. Casey further explained that the March 20 meeting had not been properly posted due to an administrative error. In consultation with Town Counsel, the issue was being remedied by summarizing the prior meeting, confirming that no votes were taken, and ensuring proper documentation moving forward.

Discussion among members included clarification of the meeting structure and compliance with Open Meeting Law requirements. The Board confirmed that the subcommittee meeting had been separately posted and was being conducted concurrently to allow for deliberation.

Members discussed elements of the draft rules and regulations, including potential signage formats, recognition categories, and the development of a complementary digital presence. The proposed purchase of a user-friendly URL, [BillericaWins.com](http://BillericaWins.com), was presented as a way to provide accessible information without reliance on QR codes.

Board members expressed general support for the concept, including the purchase of the URL and continued development of the program. The estimated cost of the URL was approximately \$85 for a three-year term.

**MOTION**

**Secretary Darris-O’Connor moved to authorize the Assistant Town Manager to purchase the [BillericaWins.com](http://BillericaWins.com) URL.**

**Member Rosa seconded the motion.**

**Darris-O’Connor    Yea**  
**Favreau              Yea**  
**Burrows              Yea**  
**Rosa                   Yea**  
**Pavidis               Yea**

**SUBCOMMITTEE ADJOURNMENT**

**Chair Pavidis moved to close the Champion Sign Subcommittee meeting.**

**Assistant Town Manager Ann Marie Casey seconded the motion.**

**John Burrows      Yea**  
**Jillian Pavidis    Yea**

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**11. Town Manager’s Report**

Town Manager Chris Dillon provided an update on various Town matters.

Mr. Dillon commended Facilities Director Robert Sallese and staff for completing renovations to the Town Hall bathrooms, noting the work had been ongoing for approximately one to two months.

He reported that one of the boilers at Town Hall had failed. While the building remains operational due to multiple boilers, the Facilities Department is currently obtaining pricing for both repair and potential replacement due to the unit's age.

Mr. Dillon also provided an update on the planned Liberty Tree installation, which is scheduled for April 21. Regarding Parker Street, Mr. Dillon noted that staff met to discuss concerns raised by residents, including signage, traffic flow, and safety issues. The Department of Public Works (DPW) is developing recommendations, which are expected to be brought before the Board at a future meeting.

Mr. Dillon announced that the Fire Department has been awarded a grant of approximately \$24,996 to purchase SCBA cylinders for air packs, which will help replace aging equipment.

He further reported on ongoing DPW initiatives related to MS4 permitting and noted that the Town has submitted multiple congressional direct spending grant requests through the offices of Senators Warren and Markey, as well as Congressman Moulton. Additional funding discussions are ongoing with Senator Friedman's office.

### **Board Comments**

Vice Chair Burrows thanked Facilities Director Robert Sallese and staff for their work, noting their skill and the cost savings provided to the Town. He raised concerns regarding the Liberty Tree location, including potential growth impacting power lines, and noted that Parker Street conditions appear to be improving while supporting ongoing DPW efforts. He also acknowledged the Fire Department's grant and DPW's continued work.

Secretary Darris-O'Connor thanked the Town Manager for the report and noted a recent conversation with Senator Friedman, expressing appreciation for staff pursuing funding opportunities and appropriations.

Member Rosa praised the Facilities Department for the quality and cost-effectiveness of in-house projects, including the Town Hall bathroom renovations. He commented that the Liberty Tree location and size had been previously reviewed and discussed concerns regarding Parker Street, including the need to revisit speed limits. He also emphasized the importance of addressing stormwater infrastructure, particularly both public and private culverts, and acknowledged the Fire Department grant and legislative support.

Member Favreau thanked the Town Manager and Facilities staff and requested consideration of tracking cost savings from in-house projects for transparency. She supported DPW recommendations regarding Parker Street, raised a safety concern related to roadway conditions, and expressed support for involving community groups in environmental initiatives. She also inquired about the timeline for congressional funding decisions and supported continued grant efforts.

Chair Pavidis thanked the Town Manager for the report and acknowledged the work of the Facilities Department.

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## **12. Meeting Schedule**

April 27, 2026 & May 4, 2026

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**13. Adjournment**

Secretary Darris-O'Connor moved to adjourn at 7:01 PM

Member Rosa seconded the motion.

Darris-O'Connor Yea  
Favreau Yea  
Burrows Yea  
Rosa Yea  
Pavidis Yea

Minutes submitted to the SB by Kerri Rufo on 04/14/26

Draft Minutes sent to the 04/27/26 Electronic Folder on 04/14/26

Minutes Approved at the \_\_\_\_\_ SB Meeting

**Documents**

**6. Consent**

- a. Gift acceptance- From-Thomas & Suzanna Fedorka-\$250.00-Library- For the Library's (Children Dept.)
- b. Gift acceptance- From Ronald McCarthy-\$100.00-Veterans- Utilization for Veterans (Events)
- c. Gift Acceptance- From Billerica Christmas Parade-\$1750.00-Veterans-Supporting Veterans
- d. Gift acceptance -From Lowell Five Bank-\$1500.00-Town Accountant-(Food Assistance)
- e. Appointment- Annette Nazziwa-Billerica Scholarship Committee (Term ending 6/30/28)
- f. Appointment- Marlies Henderson-Billerica Historic Commission (Term ending 6/30/28)
- g. Appointment- Keith Lavon-Alternate Billerica Historic Commission (Term ending 06/30/27)
- h. Appointment- Meaghen Murphy-Alternate-Historic District Commission (Term Ending 06/30/29)
- i. Citation- James Tildsey
- j. Common Victualler- Starbucks-480 Boston Road
- k. Common Victualler- Dave's Hot Chicken-480 Boston Road
- l. Common Victualler- Subway-480 Boston Road

**7.Public Hearing**

a. Continued-National Grid/Verizon-WO# 31250342 - (Bayberry Lane) Complete application and documents

b. Piyan-moved to the 4/27/26 Select Board meeting

**8. New Business (Quick Items)**

- a. Northern Middlesex Regional Housing Service Office (NMRHSO) Intermunicipal Agreement Approval
- b. Discussion and Vote on prior MOA regarding healthcare
- c. Statements of Interest (SOI) for the Locke Middle School (priority site) and the Marshall Middle School (non-priority site) for your review and approval.

**9. New Business**

- a. AFSCME Contract-Review of Ratified Contract

**10. Old Business**

- a. Champions Signs – Draft policy from Ann Marie Casey

**11. Town Manager's Report**

04/09/26 Town Managers Report

## Kerri Rufo

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**From:** Katherine Malgieri  
**Sent:** Tuesday, April 28, 2026 12:04 PM  
**To:** Kerri Rufo  
**Cc:** Christopher Dillon; Ann Marie Casey; Dawn McDowell  
**Subject:** Gazebo survey results  
**Attachments:** PCDD Memo - Gazebo Survey results - 4.28.2026.pdf; Gazebo Survey Responses.xlsx

Kerri,

Id like to share the attached survey results and memo with the Select Board. May we please have an item on the next available agenda (May 4th I believe) to discuss?

Suggested agenda language:

Discussion and Possible Vote regarding Next Steps for Town Common Gazebo

If any board member would like additional metrics provided or have other questions about this, please provide such requests before the meeting, **no later than NOON on Monday May 4th.**

Katherine Malgieri, AICP  
Director, Planning & Community Development  
[Town of Billerica](#)  
kmalgieri@billerica.gov  
978-671-0962























2. Please briefly explain why you selected the option above.

It would be great to make the center more accessible, including the gazebo, to encourage more use of the space.

It would be a nice addition to the town green.

I believe it should be something that the town can actually use, rather than something ornamental.

There is no need for people to go up into the gazebo. Keeping it ornamental will save the Town money on Insurance, si

While historic, it's just another eyesore in the town of Billerica that isn't accessible or able to be used by current residents.

Because you can replicate the historic look and make it useable. Sounds like it is dangerous.

Look at Westford center or Vinal square N Chelmsford . Both are accessible and can be used for relaxing in center, ea

This option saves the structure as a landmark and leaves the door open should a committee choose to preserve its us

If the Town is going to spend taxpayer dollars on something like this, people should be able to use it.

Would love to see it accessible but since we still have this ridiculous rotary there is really no easy or safe access to ge

It should be used and look good

Other than concerts in the common, the amount of foot traffic in/around the common is minimal. Spending the mone

It's a beautiful piece on the common. Doesn't need to be used by anyone to be appreciated. Making it Ada compliant v

We should encourage people to use and frequent our beautiful center. This will attract folks.

Plus should allow bands to perform there. But not public access because of the wear and tear

If making an investment, why not make it functional and not only decorative?

It should be useable by all people, but any modifications must blend with the original architecture.

The Gazebo is a symbol of the Town it is the backdrop of the common. It doesn't need to be accessible to be relevant.

Historic is the key. Could be used for weddings or special occasion at a fee

It's a big part of our history /common and should be enjoyed by everyone

It should be able to to be used not just be a decoration on the common. If the town is going to put spend money repair

Keep it historic

Public historical structures are most meaningful when they can be used and experienced by the community. Making t

Have always liked the look of the gazebo when I'm up the center. Can't see just having it as an ornamental structure, if

Should be able to be used by all

I like the idea of a band playing on the common in the gazebo. I don't think the public should necessarily have access as it will get spray painted and ruined but it would be great for special events

Needs to be in ADA compliance.

It's such an important part of Billerica Center; I've always wished we could enjoy it from within as well as without. And Rebuild it. It will cost more to repair it again and again

It shouldn't be used by everyone. It will get ruined.

It should be usable

I wanted the entire center to be redone. I don't have an opinion about this gazebo. It's difficult for people to get to any

I prefer functionality rather than ornamental

It is The very nice feature of a town to have a distinguishing landmark. I think that it helps makes Billerica stand out as It would be nice if the gazebo could be used by all. However, if it's cost prohibitive to repair in that way, I would rather I think the gazebo is an important feature in the center. It should be repaired or rebuilt so it can be used and it should

I feel this gazebo is a well known historical feature and it would be a shame to lose it

I prefer to keep things historical and preserve what we have.

Rebuilding the gazebo for public access is my preference because it preserves an important historic feature while ma It would be nice for families to gather together here in town not go elsewhere.

Would want to know cost to repair and in compliance

The town center should be the heartbeat of the town. Bring back lively community events. Bring in travel and tourism c It is a part of Town history. Public access will destroy it.

Would allow more access and retain a town landmark.

It should be usable and accessible for all

I see no point to the structure unless it can be used by residents.

Until we make the entire center accessible to pedestrians, there is no reason to make the gazebo anything other than

It isn't a gazebo. It is a bandstand and was used as such until the old bitty code inspector messed with it.

The gazebo should be repaired and made fully accessible so all residents can enjoy and use this community space.

The Gazebo is part of Billerica's past - history and should be preserved. Don't tear down our architectural buildings or

The historical significance is not to be a decorative sculpture. It is meant to be used by the town residents.

ADA compliance will ruin it's charter and charm. It should be a symbol of the town not be used a gather on.

It looks nice, however access to it should be very limited. Access will lead to vandalism, etc.

This is a true example of a New England bandstand. It is not a gazebo.

It would be nice to be able to attend a concert where the artist is in it or we could sit in it. At ground level I believe it wo

It is a nice feature on the common. It would be nice if it allowed public access.

It's an eye sore. Let's move into the 21st century and have something compliant, safe and useable. Keep the charm but

Everyone should be able to access the Gazebo.

It was intended to be used not as ornamental.

I also want to throw in that I do not like how our Center traffic operates. And that we need to focus more on business

We should have usable structures not monuments to the past in poor states of repair

Public access will only lead to damage and further costs

Aesthetic feature of the town's center that should continue and be maintained. There really isn't much to look at as you

I think while it's nice to preserve history, it's not currently meeting anyone's needs. Maybe get a nice sign with a picture

Make all areas of the center accessible to all.

I was the park supt. years ago when the Gazebo was rebuilt. There was a lot of research that went into the rebuild. For

It's a central part of our town. That being said public access will ruin the structure.

Keep it as originally as possible.

could be used for bands and other things such as wedding photos or just to relax in some shade

It would be nice to see the gazebo as an active entertainment venue. Including ADA hopefully would enable the use for

Hoping it will get used

More than decorative, ornamental. It is a historic landmark in a town steeped in respect for its past. Preserve w/ plaque

Just a deck with a step up and built in ramp for ADA

Love the town look of the center

Would be fun to play in

There should be no reason the gazebo can't be made usable again.

It should be usable and accessible by all, but ALSO with decorative ornamental appeal. These do not need to be mutually

It will be much more useful if rebuilt and modified

I think it would encourage a place for events which would encourage people to get out of the house and it would work

The whole space, including the traffic flow needs to be reconfigured. It is currently unusable. This would be a step in that

The GAZABO should be open for everyone to use.

I'd like to see the gazebo include the current look and feel but also be able to be used and enjoyed by everyone.

A functional Gazebo would attract more residents to the common for celebrations and events. Would bring us together

Community needs more usable gathering spots

Our gazebo is an iconic feature and emblem of Billerica. It is also outdated for modern band use. Today's bands will not

It's been there for a long time and is kind of a landmark clean it up, repair it and continue to enjoy it  
Less money cost and still displays it.

It's a beautiful structure just as it is, but repaired and maintained.

My answers may seem conflicting between keeping it historic and usable. If making it usable and ADA compliant means

It is part of the center history. ADA compliant would require a complete change to the look.

Is it really historic? If so, repair as needed. If not historic - modify and rebuild.

Nobody cares about a gazebo. Just maintain it and instead spend money improving the center surrounding it.

The raised Gazebo is the heart of our common. Making it compliant would mean lowering or building ramps up. The Gazebo  
It is unusable and I would love for the town common to be a place people want to go, build community, etc. If it was made

Create an accessible bandstand/gazebo elsewhere on the common, preserve the existing one.

The gazebo in the center should be a gathering place for townspeople. Currently, the gazebo is useless. It can be rebuilt

There are many other places to put a modern gazebo. Restore the historic band stand. The town is losing enough of our

Until the town makes the center safer to pedestrians having a functioning bandstand would make it unsafe for gatherings  
This long standing town landmark deserves to be preserved as is.

Plenty of ways to use this if actually completed and repaired. Surrounding towns use theirs for things like town days, car/truck shows. We have a lot of food trucks. Do a concert series on the common. You just actually have to make  
Having an ornamental piece in the Town center doesn't make sense. Making it accessible to everyone, a place where people  
would like to keep historic quality but make it ada compliant

It is a historical feature of this town. There isn't any town near here that has a historical gazebo.

The original intent of the gazebo was to have something to enrich gatherings in the town square, so let's maximize for that  
It would be beneficial to the community. It would also be great if the appearance mimicked the original as much as possible  
It's only Historical part is the peak

To be useable.. keep as much as possible  
It should be up to code and accessible to all.

Otherwise it's a waste of space

Fix it

As a bandstand it's intended use is to allow bands to stand on it (not in front of it)and perform. When renovating this t

Knock it down and build a pavilion

It's the law. It's not the original, so not as historical as many think, but redesign should retain historic features and inc

Right now it's falling apart in very dangerous. If we're gonna put money into fixing it, it would be nice to be able to use it  
It should be functional

We repair the railings and move it as is. It does not need to be ADA compliance since it never was in the first place and  
Not used very often. Likely too expensive to make it ADA compliant, especially since it would be used seldomly. Make

I don't care, just fix it so it can use by anyone  
It should be enjoyed by all. Not just some.

I think it's a nice feature but don't think it needs to have public access. I think just doing that will make the town center  
The gazebo is the center point of our town square and it would be nice to allow folks to actually use the green space.

Preserving is always best

The central quad area is so hard to access due to the horrible traffic setup. My interest died when the town voted to pr  
This is not a historical gazebo'; this was rebuilt in the late 90's early 2000

The gazebo should be an accessible public resource.

Not necessary to spend the \$\$ to make it usable by todays standards. Repair it to ensure it doesn't fall down and merr

I think people would want to take wedding, graduation or prom pictures there

It adds a lot to the appearance to the town center

It is a beautiful feature of our town. I know many of us remember concerts actually in the gazebo, and other events. I a  
It would be nice to be able to have a gazebo that could be used !

The center is busy with cars which gives off unhealthy exhaust fumes, rebuilding it will not bring people to the

Need to be built both to preserve it's historical past and up too ADA requirements

It is pretty and iconic but to keep it just monumental is a sheer waste when it can be of use! Expand it, make it access

Residents should have access to this if the center isn't being rebuilt

It's important to maintain the history of the town rather than tear down historic structures and history be forgotten. Take back the 5 G's from whomever pocketed it and put it into the rebuild. Make it ADA, have summer concerts and re

The current gazebo isn't historic and is an eyesore. The center of town is an example of the towns status and having sc

It would be nice to have it functional

I think it would be wonderful to have musicians playing in that gazebo so that people could be drawn to the area as a c  
get rid of it. it is useless, and in its current state is an eyesore. and you should have a "get rid of it" option in this survey  
Few use it and it is an eyesore, just fix it or take it down

If this is going to cost me money I want to use it

We live in the town. Why not let people enjoy the center and not just to look at it while driving around it.

It is a historic artifact it should remain as an icon to the town. No other towns around here have their historic bandstar

Just remove it completely

There are more pressing needs in the town that will be neglected if the rebuild, etc., were to be funded. le: sewer and v  
Repairing makes it more of a feature within the town and will give the center a Stars Hollow charm.

So it can be a usable. And not be sued by ADA

I would like to see the gazebo placed at ground level similar to that of what Tewksbury has at there town center.

It has been there forever and it is a beautiful Gazebo .

It should be used as a stage or shelter from the elements or whatever. Not an eyesore and not a giant unusable structu  
It should be used. It should remain lifted off the ground as it is now. It should be rebuilt in a design similar to the origin

I play in a band and for years in different cities and towns the bands get to sit in the gazebo and play so the audience c

Now that I am older I don't go there often but I do enjoy it presence and reminder of better times.

The bandstand is meant to be used, not just to be "decorative". Fix it and make it be accessible or get rid of it since it's

Repair any defective of the Band Stand's structural unseen elements. Repair/replace as needed any of the outer skin (It needs to be more than just 'decoration' on the common  
It's an eyesore that needs to be fixed

1. No point in having a gazebo if you can't access it. If accessible, it should offer accessibility for all abilities: Barrier free!

This Gazebo was designed to benefit the citizens of Billerica for open air concerts and entertainment back in the day.

It needs to be usable. Bands playing in it would be great

I would start by knocking it down, keep roof if in good condition, and the coupler. Then start complete build of new structure. Because of its location the true usability is limited. While some events are held at the center it just is so far from an ideal location. Incredibly limited upside to a usable gazebo.

I think it should still keep its authentic self

If a lift is added underneath where the stairs used to be then not only could people use it but equipment (band systems) It's historic and should stay where it

The gazebo should be able to be used by all. Otherwise it just takes up green space which could be better used and a lot too expensive to bring it to code and not used enough to justify the cost.

If we need to repair it anyway, why not take the small extra step of making it useful again. All those bands that play during

Would like to preserve the historical element

Everyone should be able to access and use central features of the town. Let's be inclusive!

Preserve a historic figure

I think it would be better to have more usable space rather than something that has to be kept up only for appearance: Use the money to hire a project manager to plan tank repairs at a more appropriate time of year when demand decreases. It would be a great feature to not only see it in the common but to also be able to access and enjoy it.

We are okay with making refurbishing it for public access. But want the original design and look to remain somewhat intact

I think the gazebo is too small for any useable purpose. Allowing the public to access it risks liability to the town should it be destroyed. Keep it and repair it. Too many things are being destroyed/removed. That gazebo and Collins Bowl-a-drome are the only ones left

So everyone can enjoy it

Public space should be usable by the public.

I live if it could be used for band events, speeches and memorial services.

We should have a fully operational gazebo that can be used by the public. We need to make our center more user friendly! It would be nice for it to actually get some use (concerts, picnics etc.)

This is a historic bandstand and should be kept as a historic piece of architecture! It should also have some steps for accessibility. Makes the most sense why does anyone have to sit up there expeditiously handicapped

because it's part of the town common and it's historical  
building a new one handicap accessible for everyone to use  
like if someone was getting married, or prom pictures.  
fix it right the first time !!!! Don't give town employees raises fix gazebo  
It is very user friendly

A gazebo should be usable for town events or even just for people to sit under a shaded area not just there to look at.  
The gazebo is an iconic part of our town and everyone should be able to enjoy it.

The current gazebo is ugly but more importantly not usable/dangerous. It needs to be fixed so we can use it.

It would be lovely to restore , and open on limited bases for historical purposes much like Clara Sexton home .  
I think it might get damaged otherwise.

Christmas carols , walking club , music in the park '  
If you grew up here it's a welcomed sight

It is a historic structure. One of the few remaining in existence. It should be repaired and stand as it was meant to be.  
Town center is a dump and unsafe. Making it public ally accessible would just be inviting an accident.

More important things to do with the town's money. Repair the cheapest way possible, if at all.

I think it is too far gone to be worth saving anything - duplication of decretive parts might be something the contractor  
It's always been unusable

I would like to keep the same design and structure because it is iconic in our town center gut mage it usable for the pu  
It should be accessible to everyone and if that was the case it could be used in future town celebrations like Yankee D  
Allow it to retain its glory in updating it.

Making it accessible would not be historic. Leave it as is and keep it as a symbol of our town.

The Gazebo has little to no use. The park is across from library. Would be great for kids visiting library to enjoy the feati

The Gazebo must remain in the Center. It would be wonderful if the public could use it for photos; or maybe even w pr  
I believe the gazebo should be restored for historic, decorative reasons but not for public use. I think people/concerts

The Gazebo was rebuilt years ago. We were all excited! Then no one was allowed to use it because it was not handicap  
Please fix the pot hole in the town. fix other thing before the gazebo.

Redo the center before the gazebo.

Make it nice by repairing it (and not break the bank).

If the town is going to spend money to repair it, they should repair it to enable true use.

I am not confidant with what the end-result would be if I choose "Modify or rebuild" because I think that it could out of  
Preserve this historical bandstand so it can be used. We need to cherish our heritage

People, esp teens, need safe places to gather

Who gives a shit. Just fix it. This has been going on for years

Either get rid of it or make it accessible.

Would prefer to open access as is.

Cost.

It should be usable

It would be nice to see it used.

More public spaces are needed

Town center is too busy, with roads all around it, for families with children to use.

There's a middle ground to modify (preserve) I am sure there are aspects that can be retained

I would like to see it used as a lovely useable focal point of our send

Having a functional gazebo that's ADA-compliant and beautiful to the eyes would be part of supporting community. Fc

Repair gazebo so we can use it, sorry for those who cant but alot of us cant do alot of things. Nothing against handicap

If it is available to some, it should be available to all.

Make it ground level for easy access. Maybe with the bench seating on one side of the inside part. Repair the missing

Rebuild gazebo at ground level to accommodate ADA requirements and provide access for actual use - but if ADA con

Should be pavilion like on in pinehurst

it should be fixed and made accessible for use

Use will result in wear and tear that requires more maintenance and expenses

.

We are slowly loosing our history. I think it needs to stay with a history plaque on it. A front area can be made to use fo

Should be restored AND accessible to everyone.

I like the appearance of a gazebo on the common but it should be a usable feature for all. Having bands announcemer

Unfortunately, I do not see the public being responsible at other sites to keep what they use in good condition so I wou

A more accessible gazebo will be more inviting for town related events

I would like to see it restored to its original beauty with an elevator underneath that is basically invisible when not in use

It's silly to have a structure in the center of town that has no use. It needs to be rebuilt and make it usable for everyone

The gazebo has not been used since it was restored to be historically accurate a number of years ago. It has not been

Billerica is missing pieces of history that the town once had decades and decades ago. Many people from other town

When was the current structure build? If it is historic then it might be better to repair otherwise new seems easier

Make it accessible to all so all can enjoy it.

It's broken down and makes the town center look extra shabby against the crooked utility poles and lofted transmissic

With how busy and chaotic the roads are surrounding the gazebo, I don't find that it is a great spot for people to gather

Lower it to the ground for accessibility. But for now I would fix it to point were it looks decent for the 250 celebration. Ir

Why are you labeling it a "gazebo"? It has always been a Bandstand, even though it hasn't been used as such for many

The gazebo should be preserved as part of our historic district, and there are ways (such as shortening it's profile) to r

All residents should have access to the gazebo.

Why is this anywhere close to priority with the other issues in this town.

I'm not sure why we want to continue to spend more money on things that do not need to be fixed or addressed. At the

I prefer it be ornamental

Part of historical town common

It is an embarrassment. A monument to inefficient local government, bureaucratic red tape, and the ever present res

Must preserve Historical artifacts. Relatively few links to our past and they are all concentrated in its vicinity. Please le

I liked when bands could play in the gazebo

Of all the things that need to be addressed in Billerica - why is this on a list?

The center is not big enough for public access. The gazebo is not a place to hang out.

What happened to the money the owners of Billerica mall paid for the gazebo?

I think it will get more run down over time with general, public use. It also seems that everything new or rebuilt is done

It would enhance our center, bring out more people and all people deserve easy access. Thank you for obtaining the c

I support modifying and repairing the gazebo to restore it to its original beauty while also making it ADA accessible. Th

Town gazebos are part of the New England charm. They should be maintained. Ada members are valued in society and

I was on the bandstand committee years committee ago and we all thought it was to valuable as a historic bandstand

We would love for it to be usable like having bands and performances!!

Nice history

Bandstand. Long ago I was in it. Good memory. Hope others can too. I know there will be changes but try to keep origin

I'd like it repaired and used

Its the landmark of the town would love to see it restored and used

If you had the public use it I'd be afraid the kids in town would ruin it.

Since the common is generally inaccessible due to traffic patterns, there's little point in trying to make it usable

This is an historical town and we need to keep our links to our revolutionary history. Do not rebuild a new modern gaze

Spending money to rebuild a dilapidated 'ornamental' gazebo is a disservice to taxpayers

Not being used.

Bandstand is for music and entertainment.

.. whether for events , photos etc .

Even better prom pictures taken there - start a tradition - keep historic value

If it is a historical structure then i would vote to repair if it is not, i would make it usable for all to enjoy

A ground level gazebo would be more practical

The gazebo has been part of the center since I can remember, I feel it should remain a part of the center so fix and so v

We should be able to hold outdoor events there like concerts and kids shows.

I would prefer the town center be a usable, functional place, not just ornamental

The gazebo does not need to be elevated. pour a slab and build the structure on the slab. makes ADA compliance a lo

It's a lovely historical structure and adds character to our center. I see no need for public access.

If it could be restored to its original condition would be best

I think the best way to honor the history of this asset is to keep it available for public use. I don't know the budgetary cc

Honestly, to keep it from being destroyed and vandalized, I think it's best to repair what is there and leave it inaccessible

It doesn't have to be ADA accessible. You would have to build a completely different Gazebo. Just repair it for the use i

It would be nice space for people to stop and rest as well as provide a space for possible performances/ gathering spc

It's always been annoying that this has never been able to be used for what it was intended for. Let's update it and use

The gazebo should be totally repaired to be usable at any time

So that billerica is not sued by predatory ADA lawsuit.

What's ADA compliance

town can seek special consideration or alternative standards because its a historic property. where is this money for

This could be a real focal point of the commons. If accessible, people could use it for socializing, having a quick lunch

Everyone should be allowed access to the gazebo.

It's not a gazebo, it's a Bandstand. It's an iconic landmark that has long been a symbol of the town right in the middle c

I think it should be torn down and the center should be completely revamped.

It makes sense to be able to use the gazebo for bands performing on the common and other community events.

I think the gazebo is a beautiful centerpiece of the town. Can't imagine it not being there.

Redoing it so everyone can enjoy it would be wonderful

3. Which of the following values should be prioritized in future planning for the gazebo restoration?

- Design & Appearance
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- Public Use & Accessibility
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ible. Use material that will hold up for years!

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s drive through this area of Billerica and to keep the center quaint would be ideal as so many other parts of town are s

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end of the day, the town continues to raise the "evaluation" of everyone's properties to get more taxes. We paid too m

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**TOWN OF BILLERICA  
PLANNING AND COMMUNITY DEVELOPMENT**

**Town Hall  
365 Boston Road Billerica, MA 01821  
978-671-0962**

**MEMORANDUM**

**To:** Town Manager's Office  
Select Board

**From:** Planning and Community Development Department

**Date:** April 28, 2026

**Re:** Online Survey Results – Town Common Gazebo

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On March 2, 2026, the Select Board passed a motion to direct the Town Manager to coordinate with appropriate departments to conduct a public listening survey to solicit community input regarding repairs to the Town Common Gazebo. The survey will seek feedback on:

1. Retaining the gazebo as a decorative feature with necessary repairs or
2. Implementing modifications to allow public access and ADA compliance.

The survey went live on March 20, 2026. It asked three questions:

1. Which general approach do you prefer?
  - a. Repair the gazebo as needed and retain it as a decorative, ornamental feature only
  - b. Modify or rebuild the gazebo to allow public access, including ADA compliance
  - c. Unsure
  - d. No preference
2. Please briefly explain why you selected the option above.  
(open answer)
3. Which of the following values should be prioritized in future planning for the gazebo restoration?
  - a. Design & Appearance
  - b. Historic Preservation
  - c. Public Use & Accessibility

The survey was open for one month, closing April 20, 2026. It received a total of 450 responses. Enclosed are the full results. Staff notes that over 60% chose “modify/rebuild for public use” in Question 1, however the overall value of “Public Use & Accessibility” was surpassed by Historic Preservation in Question 3. The contents of Question 2 may help the Select Board further in deciding how to proceed with major renovations... such as when to prioritize the time and resources, and how to ensure the value of historic preservation is still met with the new work.

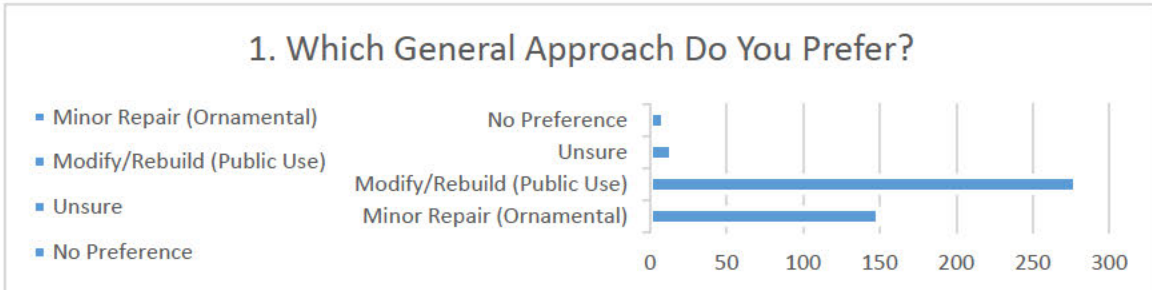
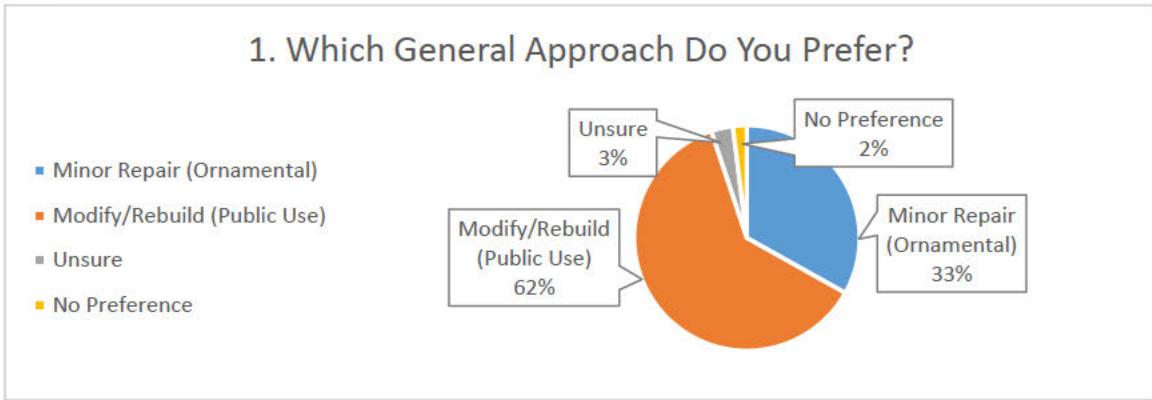
**Staff Recommendations**

Please read through the following summary of responses.

Please submit requests for additional metrics **no later than Monday May 4<sup>th</sup>, 1200pm.**

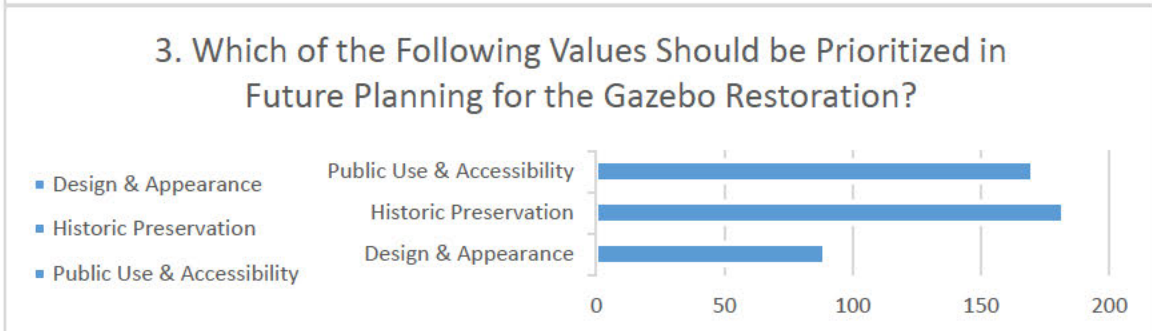
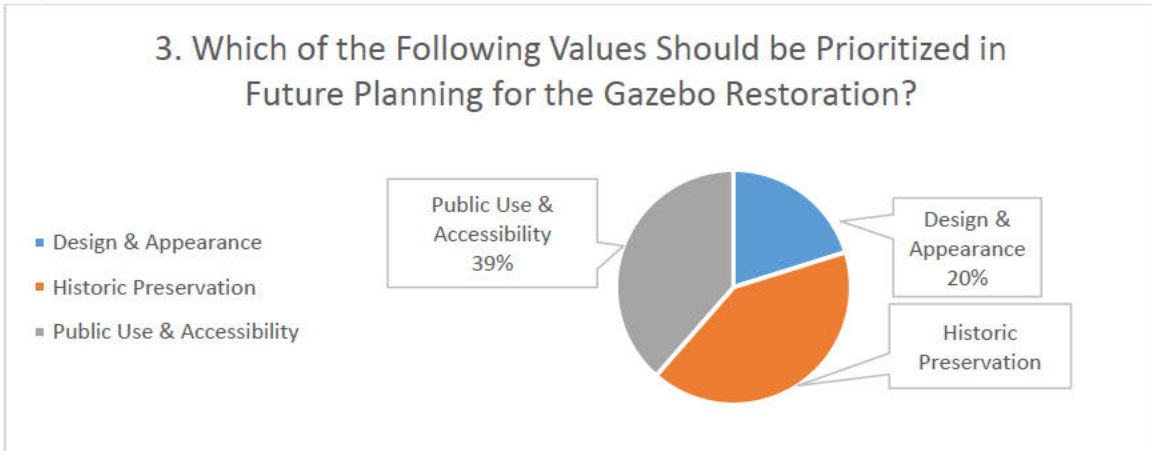
See page 4 for additional recommendations, such as motion language and timeline.

Question 1



Findings: 278 of the 450 responses, totalling 61.77%, prefer to modify or rebuild the gazebo to allow public access, including ADA compliance.

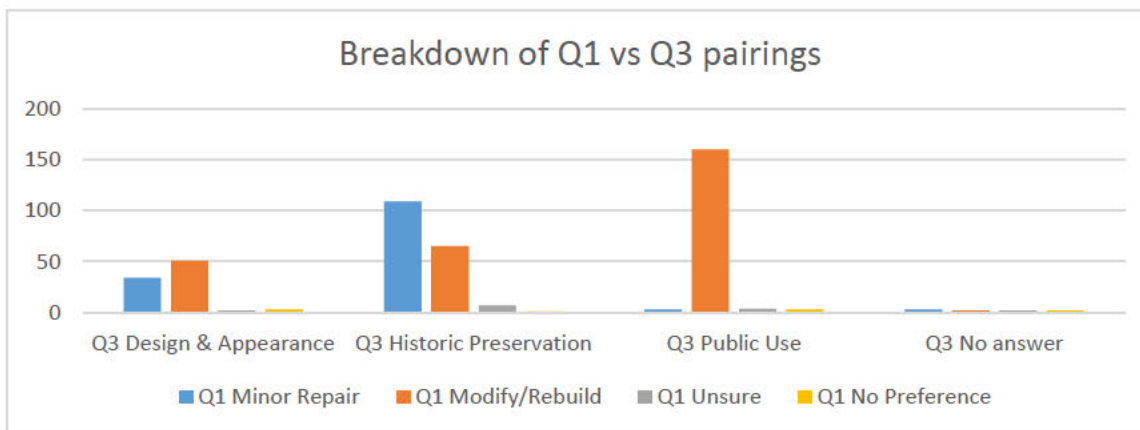
Question 3:



Findings: Historic Preservation was the prioritized value for 182 of 441 respondents, ranking just higher than Public Use & Accessibility, prioritized by 170 of the 441 respondents.

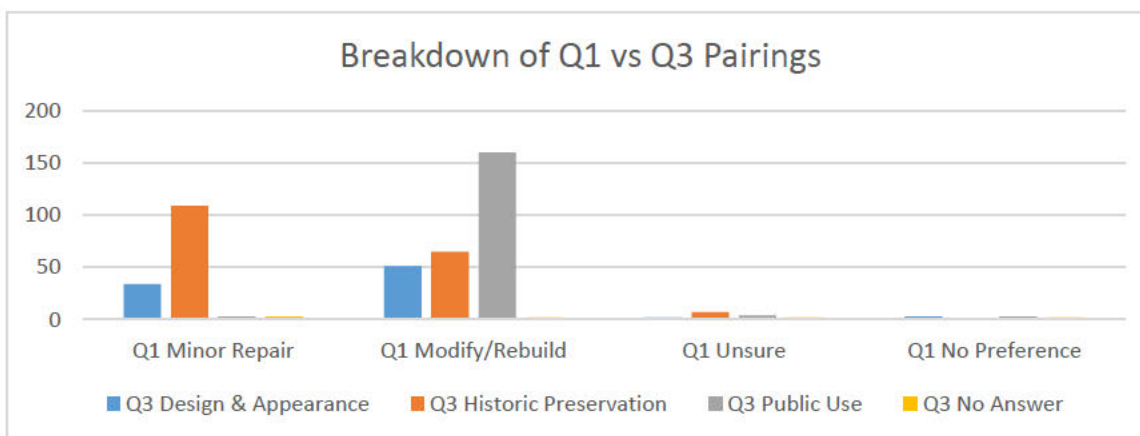
Staff believes the Board likely has additional questions on how to quantify and interpret the data. Some preliminary questions are answered below. If Boardmembers have additional questions, please provide to Staff by Monday May 4<sup>th</sup>, no later than 12:00pm.

Q: How does the preference in Question 1 change, based on the value prioritized in Question 3?



Findings: Most respondents selected BOTH a preference for modification/rebuild and a prioritized value of public use and accessibility. The next highest population group chose BOTH a preference for minor repair and a value of Historic Preservation. These “paired” viewpoints are reasonably expected.

Q: Does this look any different if the same question is asked the other way? How does the value breakdown of Question 3 change, based on the preferences in Question 1?

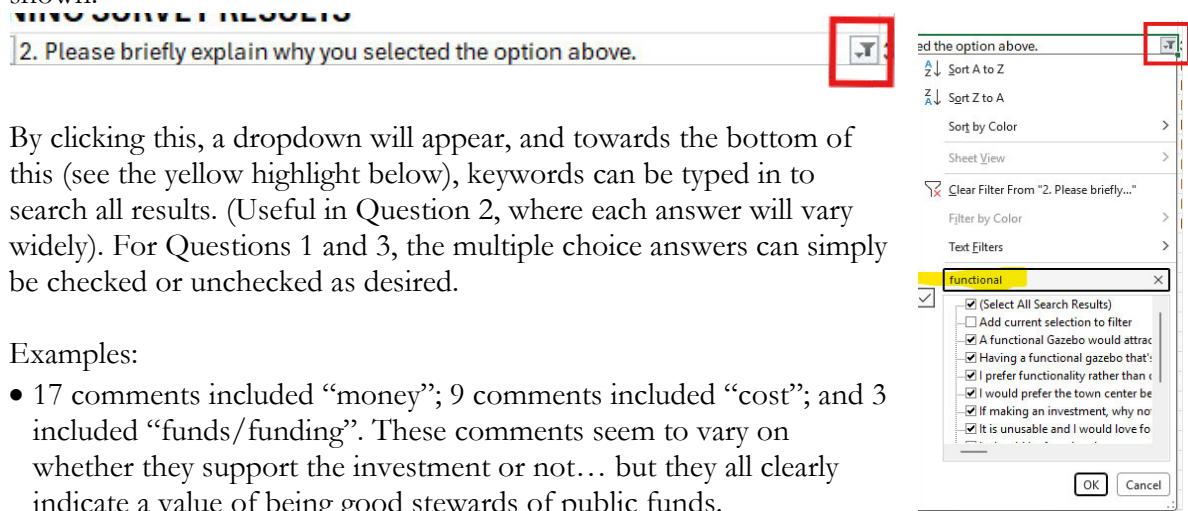


Findings: Respondents who prefer minor repair in Q1 predominately prioritized the value of historic preservation (orange). Meanwhile respondents who prefer to modify/rebuild in Q1 have slightly more distribution to the other values.

Q: How do we extract information from Question 2?

The full list of responses (294 responses) is available digitally to the Select Board members. It may be useful to look at them in groupings or batches, dependant on various questions. For example: what did people who PREFERRED modification for use but VALUED historic preservation have to say? Or it looks like a lot of people mentioned cost/money concerns. Can those be grouped together?

Staff can provide answers to these questions, as needed. Additionally, the Board members have access to the excel file, which provides a Filter tool at the header of each column, as shown:



By clicking this, a dropdown will appear, and towards the bottom of this (see the yellow highlight below), keywords can be typed in to search all results. (Useful in Question 2, where each answer will vary widely). For Questions 1 and 3, the multiple choice answers can simply be checked or unchecked as desired.

Examples:

- 17 comments included “money”; 9 comments included “cost”; and 3 included “funds/funding”. These comments seem to vary on whether they support the investment or not... but they all clearly indicate a value of being good stewards of public funds.
- 41 comments emerge when filtering those who answered “Modify/Rebuild” in Question 1 but who prioritized “Historic Preservation” in Question 3. While these comments are not a majority segment of the survey respondents, they do represent both the majority preference and the majority value. These comments seem to have a theme of expectation. They believe the Town can accomplish both historic preservation and public usability. Many comments include thoughtful considerations like limitations, caveats, or design suggestions.

Staff recommendations:

1. Assuming the Board wants to proceed with the results of the survey, consider adopting a goal statement for such work. Suggested motion language could be:  
I move to adopt the following goal statement to guide future discussion and plans for the Town Common gazebo (aka bandstand): “The Select Board shall move forward with renovation plans of the Historic Bandstand which will allow it to safely be used by the entire community and which will preserve the original architectural character, maintain classic New England charm, and bring more functionality to the Town Common”.
2. Review previous plan(s) and determine which plan, if any, to proceed with.
3. Consider consulting with various (even competing) interest groups such as Billerica Historical Commission, Commission on Disabilities, Open Space and Recreation Plan Committee, Council on Aging, Recreation Commission, and Billerica Historical Society.
4. Consider time and money investment. Doing a bigger renovation may take more time or money than currently available. Doing minor work now based on limited funds or imminent safety/structural needs may still be necessary.

It is worth noting that users will naturally have confirmation bias and observational bias. Each reader will inevitably notice and value the comments which support their own beliefs more than other comments. Staff is no exception. Therefore, Staff has also used Microsoft CoPilot (AI) to extract some additional themes and insights:

1. Strong majority favors a usable gazebo. Even with vocal oppositions, nearly two-thirds of respondents explicitly support accessibility and use, indicating a clear direction if the goal is to reflect majority sentiment.
2. Most respondents do not see historic preservation and public use as mutually exclusive. Some explicitly say: “Preserve the look, but make it usable... “historic doesn’t mean untouchable... and “It was meant to be used.”
3. Bandstand, not Gazebo, is a repeated identity signal. This recurring correction appears across responses. It matters because “bandstand” implies performance, access, and elevation. INSIGHT: Consider that modification or rebuild should focus on **restoring the historic bandstand to its original civic purpose.**
4. ~213 comments mention ADA/accessibility. These comments are rarely legalistic but instead they are moral or communal. “If able-bodied people can use it, everyone should”... “public spaces should be for all residents”... and “it’s embarrassing to have a centerpiece people can’t access”. INSIGHT: This is not driven by regulation fear, but by equity culture and **smalltown pride.**
5. Alternative Design Concepts Recur Across “Both Sides”.  
Several specific compromise ideas appear repeatedly:
  - Lowering the structure closer to ground level
  - Invisible/hidden lifts
  - Removable or architecturally integrated ramps
  - Preserve the roof/cupola while rebuilding the base
  - Having limited or event-based access only, like concerts and weddings
6. Frustration with Process.  
Many comments are emotional, not about the gazebo but about town decision-making, previous failed projects, or perceived resistance to change.  
INSIGHT: The gazebo has become a symbol of stagnation vs progress. That means transparency, timelines, and visuals will matter as much as technical plans.



LICENSE APPLICATION  
BILLERICA SELECT BOARD

Fee Paid: \$ 50.00 *Hearings*  
*CK# 9016*  
*paid Cert. + Legal Ad*  
*\$212.65*

*NAME TRANSFER*

ACTION:  NEW or  CHANGE

Licensee of Business: <u>JD Petroleum LLC</u>		
Doing Business As: <u>Billerica Golf</u>		
Street Address: <u>261 Boston Rd</u>	Assessors Plate/Parcel:	
Phone #: <u>6176331988</u>	Zip Code: <u>01862</u>	Tax ID #: <u>475324311</u>
Alt. Phone #:	Email: <u>JDPetroleum@gmail.com</u>	

DESCRIPTION OF PREMISES:

Include # floors, total SF, # of patron restrooms, entrance/exit locations, etc. Use additional attachments if necessary and attach a plot plan of the premises if there are exterior changes.

Ground floor, Approx 1200 sqft, one bathroom.  
Two front Entrances, one rear entrance

REQUIRED SIGNATURES: (Obtain necessary approvals before submission)

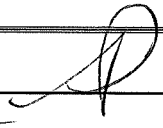
<u>Building Inspector:</u> <u>Mark Fajumia</u>	Date: <u>3-24-26</u>
Comments:	
<u>Board of Health:</u> <u>Kristin Smith</u>	Date: <u>3/24/26</u>
Comments:	
<u>Police:</u> <u>Saul Huf</u>	Date: <u>3/30/26</u>
Comments:	
<u>Fire:</u> <u>[Signature]</u>	Date: <u>3/24/26</u>
Comments:	
<u>Treasurer:</u> <u>Eleene Reum</u>	Date: <u>4/10/26</u>
Comments:	

Manager's Name: <u>John Delegas</u>		
Street Address: <u>1 Carlson Way</u>		
City/Town/State/Zip: <u>Woburn MA 01801</u>		
Phone #: <u>6176331988</u>	Tax ID #: <u>034704678</u>	Email: <u>JD Petroleum@gmail.com</u>

**Requested Hours of Operation: (For new application or for change on license)**

Weekday (Monday-Friday):	6am - 10 PM
Saturday:	6am - 10 PM
Sunday:	6am - 10 PM

**LICENSE TYPE REQUESTED:**

LIQUOR (Circle Option):	On-Premise Retail (S12)	Wine & Malt	All Alcohol
	Off Premise Retail (S15)	Wine & Malt	All Alcohol
Type of Business S12 Only: Club      Hotel/Innkeeper      Restaurant			
1-Day Special:	Wine & Malt	All Alcohol (Non-profit Organizations Only)	
COMMON VICTUALLER (Circle Option):	Restaurant	Innholder	Cafeteria
ZBA/Special Permit?: Provide Copy if Yes	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
MOTOR VEHICLE (Circle Option):	Class I	Class II	Class III
HAZARDOUS MATERIAL STORAGE (List Type): Gasoline			
ENTERTAINMENT:			
Weekday: (Per MGL, Ch. 140, Section 183A):			
Sunday: (Per MGL, Ch. 136 – Form 90 Required):			
Type of Entertainment:			
AMUSEMENT DEVICE (Per MGL, Ch.140, Section 177A)			
# of Total Devices:			
Enter Each Device Separately. Name of Machine and Serial #. Use separate paper if necessary.			
#1:	#5:		
#2:	#6:		
#3:	#7:		
#4:	#8:		
OTHER (Circle Option):			
Taxi	Livery	Bowling	Auctioneer      Other: _____
Licensees Signature: 			Date: 3/20/2020
Title: President			
The applicant certifies compliance with all Rules, Regulations, Laws and By-Laws in effect at this time. Under the penalties of perjury, the signature below certifies the above information as true and correct to the best of their knowledge and belief. False statements can result in immediate license revocation.			

**NAME OF INDIVIDUAL OR CORPORATION THAT PAYS REAL ESTATE TAXES TO THE TOWN OF BILLERICA:**

SD Petroleum LLC

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FP-002A  
(Rev. 1 2018)

The Commonwealth of Massachusetts  
City/Town of Billerica

Application For License

Massachusetts General Law, Chapter 148 §13

New License  Amended License

GIS Coordinates
_____
LAT.
_____
LONG.
_____
License Number

Application is hereby made in accordance with the provisions of Chapter 148 of the General Laws of Massachusetts for a license to store flammables, combustibles or explosives on land in buildings or structures herein described.

Location of Land: 261 Boston Rd Billerica 01862  
Number, Street and Assessor's Map and Parcel ID

Attach a plot plan of the property indicating the location of property lines and all buildings or structures.

Owner of Land: 261 Boston Rd LLC

Address of Land Owner: 261 Boston Rd Billerica MA 01862

Use and Occupancy of Buildings and Structures: JD Petroleum LLC

If this is an application for amendment of an existing license, indicate date of original license and any subsequent amendments

Attach a copy of the current license

**Flammable and Combustible Liquids, Flammable Gases and Solids**

Complete this section for the storage of flammable and combustible liquids, solids, and gases; see 527 CMR 1.00 Table 1.12.8.50; Attach additional pages if needed. All tanks and containers are considered full for the purposes of licensing and permitting.

PRODUCT NAME	CLASS	MAXIMUM QUANTITY	UNITS gal., lbs, cubic feet	CONTAINER UST, AST, IBC, drums
			10000	UST
			10000	UST
			11000	UST

Total quantity of all flammable liquids to be stored: 31,000 Gallons

Total quantity of all combustible liquids to be stored: \_\_\_\_\_

Total quantity of all flammable gases to be stored: \_\_\_\_\_

Total quantity of all flammable solids to be stored: \_\_\_\_\_



The Commonwealth of Massachusetts  
 Department of Industrial Accidents  
 Office of Investigations  
 600 Washington Street  
 Boston, MA 02111  
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: JD Petroleum LLC

Address: 530 Wintthrop St

City/State/Zip: Malden MA 02155 Phone #: 6176331988

Are you an employer? Check the appropriate box:

- 1.  I am an employer with 5 employees (full and/or part-time).\*
- 2.  I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3.  We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]\*\*
- 4.  We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5.  Retail
- 6.  Restaurant/Bar/Eating Establishment
- 7.  Office and/or Sales (incl. real estate, auto, etc.)
- 8.  Non-profit
- 9.  Entertainment
- 10.  Manufacturing
- 11.  Health Care
- 12.  Other \_\_\_\_\_

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: AM Trust Financial

Insurer's Address: 101 Arch St

City/State/Zip: Boston MA 02110

Policy # or Self-ins. Lic. # KWC1427748 Expiration Date: 2/4/2027

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: \_\_\_\_\_ Date: 3/20/2026

Phone #: 6176331988

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):

- 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office
- 6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_



Board of Assessors  
Town Hall  
365 Boston Road  
Billerica, Massachusetts 01821

Received  
MAR 20 2026  
Board of Assessors  
Billerica, MA

RICHARD J. SCANLON, *Chairman*  
BRUCE E. RICHARDSON, *Associate*  
KATHRYN M. MATOS, *Associate*

ABUTTERS LIST

Name John Delegas  
Address of Property 261 Boston Rd  
Telephone Number 617633 1988

Date 3/23/26

TOWN OF BILLERICA  
Billerica, Massachusetts 01821

Payee John Delegas  
the sum of \$8.00  
For Abutters list  
Account # 11418-43225  
261 Boston Rd (A)

I request one copy of the following abutters list and three cop of this service shall be \$2.00 per name. The list shall be avail requested date or earlier.

Signature of applicant [Signature]

Types of Abutt

There are four types of abutters lists which may be required in are seeking approval from and the particular request you are n contact the applicable board or commission to determine which

(Circle one - If no letter is circled a "D" list will be prepar

A. Direct Abutters - Direct Abutters to Parce

This list contains direct abutters only. Properties acro not been discontinued, are not included. (This list sho improved if road construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the pa ways, municipal borders or bodies of water.

C. Abutter to Abutter Within 300 Feet

This list contains abutters to direct abutters within 300 feet of the parcel. If there is more than one abutter between the subject parcel and the abutting property within 300 feet the owner will not be notified.

D. All Property Owners Within 300 Feet (Cell Towers - All Property Within 500 Feet)

This list contains all properties within 300 feet of the subject parcel. Abutters to abutter restrictions do not apply.

- |   |   |
|---|---|
| <input type="checkbox"/> BOARD OF HEALTH      | <input type="checkbox"/> LIBRARY        |
| <input type="checkbox"/> BUILDING             | <input type="checkbox"/> POLICE         |
| <input type="checkbox"/> ENGINEERING          | <input type="checkbox"/> SELECTMEN      |
| <input type="checkbox"/> FIRE DEPT.           | <input type="checkbox"/> TOWN CLERK     |
| <input type="checkbox"/> D. P. W.             | <input type="checkbox"/> TREASURER      |
| <input checked="" type="checkbox"/> ASSESSORS | <input type="checkbox"/> ELECTRICAL     |
| <input type="checkbox"/> RECREATION           | <input type="checkbox"/> PLUMBING       |
| <input type="checkbox"/> DOG OFFICER          | <input type="checkbox"/> SCHOOL         |
| <input type="checkbox"/> BOARD OF APPEALS     | <input type="checkbox"/> PLANNING BOARD |
| <input checked="" type="checkbox"/> CASH      | <input type="checkbox"/> CHECK          |
|   | <input type="checkbox"/> MONEY ORDER    |

Received  
MAR 24 2026  
Board of Assessors  
Billerica-MA

0 Paid  
1 Applicant  
4 total

Assessor's  
Signature

John B. Spierahl

Date

3/23/26


Amount

\$8.00

PARCEL ID	LOCATION	OWNER 1	OWNER 2	ADDRESS 1	ADDRESS 2	CITY	STATE	ZIP CODE
31-4-6	265 BOSTON RD	ZHAO FAMILY TRUST	ZHAO JULIAN TR	265 BOSTON RD		BILLERICA	MA	01821
31-4-8	259 BOSTON RD	AZAR REALTY LLC		19 MARKET ST		BILLERICA	MA	01821
31-4-5	265 BOSTON RD	HOGAN REALTY MANAGEMENT LLC		2 PARK DRIVE, SUITE 3		WESTFORD	MA	01886
31-4-7	261 BOSTON RD	261 BOSTON RD LLC		261 BOSTON ROAD		BILLERICA	MA	01862
31-5-1-3	267 BOSTON RD	267 BOSTON ROAD REALTY TR	BABAR LLC TRUSTEE	1900 CROWN COLONY DR		QUINCY	MA	02169

DISCLAIMER: This list is certified based upon records held in this department as of the date on the abutter's list. It was completed to the best of our ability based upon the information we have available. We do not certify the accuracy of this list per se, only the names and addresses listed on it. In most cases, public disclosure of the hearing pertaining to this list is required and published in the local newspaper. Every effort has been made to ensure proper notification.

The Board of Assessors certifies the accuracy of the names and addresses on this list based upon our current records.



  
 John B Speidel  
 Chief Assessor  
 March 23, 2026

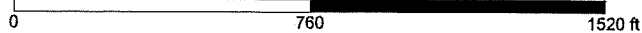
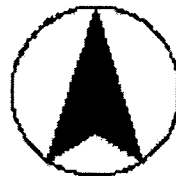


Abutters map for parcel 31-4-7 using direct abutters

Printed on 03/23/2026 at 12:59 PM

Legend

-  Parcel Boundary Selection
-  Parcel Boundary





**SELECT BOARD**  
TOWN HALL  
365 BOSTON ROAD  
BILLERICA, MASSACHUSETTS 01821  
978-671-0939  
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*  
John J. Burrows, *Vice Chair*  
Daniel R. Darris-O'Connor, *Secretary*  
Michael S. Rosa, *Member*  
Dina M. Favreau, *Member*

**INVOICE**

Date: April 10, 2026

JD Petroleum LLC  
261 Boston Road  
Billerica, MA 01821

Dear John:

Below is a breakdown that JD Petroleum owes the Town of Billerica for the mailing for the following

<b>Postage Amount: 10.44 x 5</b>	\$52.20
<b>Supplies: Envelope, Paper &amp; Labels @.50</b>	\$2.50
<b>Total Cost to Select Board's Office</b>	\$54.70
<b>Legal ad</b>	\$157.95
<b>Total Due</b>	\$212.65

Please mail two separate checks payable to the Town of Billerica for:

1. Town of Billerica – Select Board - \$212.65

To the following address:

**Select Board's Office**  
**Town Hall, Room 203**  
**365 Boston Road**  
**Billerica, MA 01821**

Sincerely,

*Kerri Rufo*  
*Executive Confidential Secretary to the Billerica Select Board*

*America's Yankee Doodle Town*



**SELECT BOARD**  
TOWN HALL  
365 BOSTON ROAD  
BILLERICA, MASSACHUSETTS 01821  
978-671-0939  
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*  
John J. Burrows, *Vice Chair*  
Daniel R. Darris-O'Connor, *Secretary*  
Michael S. Rosa, *Member*  
Dina M. Favreau, *Member*

TOWN OF BILLERICA  
SELECT BOARD  
365 Boston Road  
Billerica, MA 01821

ABUTTERS NOTICE

Notice is hereby given that the Billerica Select Board will hold a Public Meeting on **Monday, April 27, 2027, at 6:00 PM**, in the Select Board Meeting Room, Town Hall, 365 Boston Road, Billerica, Massachusetts, and via remote participation:

Zoom: <https://us02web.zoom.us/j/83477138002>  
Phone: 1-929-205-6099

Billerica, Massachusetts, to consider the application for:  
Transfer of Ownership

From: M4 Services, LLC d/b/a Pace Energy (currently operating as Gulf Express)  
Location: 261 Boston Road, Billerica, MA

For a license to Keep, Store, Manufacture or Sell Flammables or Explosives, pursuant to M.G.L. Chapter 148, Section 13, and in accordance with applicable Town regulations.

Existing Storage Capacity (no change proposed):

- 2 tanks – 10,000 gallons each
- 1 tank – 11,000 gallons
- Total: 31,000 gallons of gasoline

The proposed transfer of ownership will not result in any changes to the current storage capacity or site operations.

Any person interested or wishing to be heard on this matter should appear at the time and place designated above.

BILLERICA SELECT BOARD  
4/13/26-Lowell Sun

## THANK YOU for your ad submission!

Your ad has been submitted for publication. Below is a confirmation of your ad placement. You will also receive an email confirmation.

### ORDER DETAILS

**Order Number:**  
NY0174130  
**Order Status:**  
Submitted  
**Classification:**  
General Legal Notices & Bids  
**Package:**  
Legals MA  
**Site:**  
ma-legals  
**Final Cost:**  
\$157.95  
**Payment Type:**  
Account Billed  
**User ID:**  
W0014327  
**Username:**  
1380509

### ACCOUNT INFORMATION

BILLERICA SELECT BOARD MA Legals  
TOWN HALL 365 BOSTON ROAD  
BILLERICA, MA 01821  
978-671-0939  
selectboard@billerica.gov  
BILLERICA SELECT BOARD

### TRANSACTION REPORT

**Date**  
April 10, 2026 9:00:52 AM EDT  
**Amount:**  
\$157.95

### SCHEDULE FOR AD NUMBER NY01741300

April 13, 2026  
The Lowell Sun Legals  
Notes:

### PREVIEW FOR AD NUMBER NY01741300

**Town of Billerica  
Select Board  
Public Hearing  
April 27, 2026**  
Notice is hereby given that the Billerica Select Board will hold a public hearing on April 27, 2027 at 6:00 PM, at Town Hall, 365 Boston Road, Billerica, MA, and via Zoom: <https://us02web.zoom.us/j/83477138002> or by phone at 1-929-205-6099, to consider the application for Transfer of Ownership from M4 Services, LLC d/b/a Pace Energy (Gulf Express), 261 Boston Road, Billerica, MA, for a license to keep, store, manufacture or sell flammables or explosives under M.G.L. c.148, §13. Existing capacity: 31,000 gallons gasoline (no change). All interested persons may be heard.  
**BILLERICA SELECT BOARD  
04/14/26  
#NY0174130**

[<< Click here to print a printer friendly version >>](#)



JD PETROLEUM LLC  
1 CARLSON WAY  
WOBURN MA 01801-4380

53-447  
113

9016

DATE 4/16/2026

Pay to the Order of Town of Billerica

\$ 50. <sup>00</sup>/<sub>100</sub>

Fifty

DOLLARS

SECURITY FEATURES INCLUDED. DETAILS ON BACK.

ROCKLAND TRUST  
www.rocklandtrust.com

MEMO

Fuel Licence 4/23



JD PETROLEUM LLC  
1 CARLSON WAY  
WOBURN MA 01801-4380

53-447  
113

9015

DATE 4/10/2026

Pay to the Order of TOWN of Billerica

\$ 212. <sup>65</sup>/<sub>100</sub>

Two hundred Twelve <sup>65</sup>/<sub>100</sub>

DOLLARS

SECURITY FEATURES INCLUDED. DETAILS ON BACK.

ROCKLAND TRUST  
www.rocklandtrust.com

Permits Cert Mail





# BILLERICA FIRE DEPARTMENT

8 Good Street  
BILLERICA, MASSACHUSETTS 01821

To: Michael Riley, Chairman  
Billerica Board of Selectmen

April 30, 2026

From: Deputy Chief Stephen Kennedy

Re: 261 Boston Rd

The Fire Department has no objections to the request of John Delegas for the transfer of ownership of Billerica Gulf located at 261 Boston Rd. This is a transfer of ownership and the flammable quantities will remain the same.

The facility is within compliance of all applicable codes and permits required by the Fire Department.

Billerica Select Board PM1:14  
RCUD APR 30 2026

# TOWN OF BILLERICA

## FINAL WARRANT



### SPECIAL SPRING TOWN MEETING

**Tuesday, May 19, 2026 @ 7:00 PM**

**DRAFT – 05/04/26**

**Billerica Town Hall Auditorium**

<b>Article Number</b>	<b>Purpose</b>	<b>Value</b>	<b>Funding Source</b>	<b>Submitted by:</b>	<b>Finance Committee Recommendation</b>
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*Financial Articles*

1	To Fund a Feasibility Study on Behalf of the Shawsheen Valley Technical High School	\$554,002	Transfer from General Free Cash	Shawsheen Valley Technical High School Committee	Reserves Recommendation
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*General By-Law Articles*

2	To Amend the General By-Law, Section 44, Under Article II – Add Executive Assistant to the Select Board			Select Board Member Dina Favreau	Reserves Recommendations
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*Land Use and Easement Articles*

3	To Transfer Parcels of Land Known as Cider Mill Property to the Select Board for Passive Recreation, Open Space and Conservation Purpose			Town Manager; authorized by the Select Board	Reserves Recommendation
4	To Grant an Easement to National Grid for Electric Distribution Purposes of 10 Biagiotti Way Assessor's Parcels (39-91-0, 49-380-0, 39-92-0) and a portion of land of Baniulis Road (Assessor's Parcel 39-7-1)			Town Manager; authorized by the Select Board	Reserves Recommendation

**FINAL WARRANT  
MAY 19, 2026  
SPECIAL SPRING TOWN MEETING**

Middlesex, ss.

To Any Constable in the Town of Billerica

Greetings,

You are hereby authorized and requested to notify and warn the inhabitants of said Town of Billerica qualified by law to vote in Elections and Town Affairs, to meet at the Maurice A. Buck Memorial Auditorium, Town Hall, 365 Boston Road, Billerica, MA on Tuesday, May 19, 2026 at 7:00 PM and subsequent Thursdays and Tuesdays until all of the business in the Warrant shall have been acted upon, then and there to vote on the following articles:

**ARTICLE 1 – TO FUND A FEASIBILITY STUDY ON BEHALF OF THE SHAWSHEEN VALLEY TECHNICAL HIGH SCHOOL**

To see if the Town of Billerica will transfer \$554,002 from General Fund Free Cash, for Shawsheen Valley Regional Vocational Technical School District, for the sole purpose of paying costs of a Feasibility Study on behalf of the Shawsheen Valley Technical High School, located at 100 Cook Street, Billerica, MA 01821, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee for Shawsheen Valley Regional Vocational Technical School District. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; or act in relation thereto.

Submitted by the Shawsheen Valley Technical High School Committee

***Finance Committee has not made final recommendation.***

Article 1 Explanation: The article will help fund a feasibility study for Shawsheen Tech for an MSBA submission to be eligible for a school construction grant.

**ARTICLE 2 – TO AMEND THE GENERAL BY-LAW, SECTION 44, UNDER ARTICLE II – ADD EXECUTIVE ASSISTANT TO THE SELECT BOARD**

**To Establish the Position of Executive Assistant to the Select Board:**

To see if the Town will vote to amend the General Bylaws of the Town of Billerica by adding a new section to Article II, *Certain Powers and Duties of Town Officials*, to establish the position of Executive Assistant to the Select Board and define the authority and oversight of said position, or an act in relation thereto.

**Proposed Bylaw Amendment:** Insert the following new Section 44 under Article II:

**Section 44. Executive Assistant to the Select Board**

**44.1 Establishment**

There shall be established the position of Executive Assistant to the Select Board (“EA”), who shall serve as a confidential administrative employee to the Select Board.

**44.2 Appointment**

The EA shall be appointed by a majority vote of the Select Board in accordance with Section 3-2(c) of the Town Charter.

**44.3 Duties**

The EA shall perform such duties as may be assigned by the Select Board and shall act under its direction.

**44.4 Supervision and Evaluation**

The Select Board shall have exclusive authority for the supervision and evaluation of the EA. The Board may designate one of its members to coordinate the evaluation process, subject to final approval by the full Board.

**44.5 Discipline and Removal**

The Select Board shall have sole authority to impose discipline, including suspension, demotion, or removal of the EA. Removal shall require a majority vote of the Select Board and shall be consistent with Section 7-7 of the Town Charter.

**44.6 Hearings and Appeals**

The EA shall be entitled, upon request, to a hearing in connection with any such adverse employment action, including but not limited to suspension, demotion, or removal. Such hearing shall be conducted by the Personnel Board in accordance with the Town Charter. No member of the Personnel Board shall participate in any hearing in which they have a conflict of interest, including but not limited to a familial, financial, or close employment relationship with the employee or any party to the proceeding. Any member with such a conflict shall be required to recuse themselves. The Personnel Board shall issue written findings and recommendations to the Select Board. Final determination shall rest with the Select Board.

**44.7 Administrative Coordination**

The EA may coordinate with the Town Manager for administrative and operational matters; however, such coordination shall not alter the reporting relationship established in this section.

**44.8 Employment Status**

The EA shall be a non-union, at-will employee and shall be designated as a confidential employee for purposes of applicable personnel policies and practices.

**44.9 Limited Conflict Clause**

This section governs the authority and reporting relationship of the Executive Assistant to the Select Board. In the event of a direct conflict between this section and any provision of the General Bylaws or personnel policies specifically relating to supervision, evaluation, discipline, or removal of the EA, this section shall control. Provisions relating to compensation, classification, benefits, and general employment administration shall continue to be governed by applicable bylaws, personnel policies, and administrative procedures.

Submitted by the Select Board Member Dina Favreau

***Finance Committee has not made final recommendation.***

Article 2 Explanation: This article establishes the position of Executive Assistant to the Select Board as a confidential employee reporting directly to the Board. Consistent with Town Counsel's guidance, it clarifies the Select Board's authority to appoint the position under the Town Charter, includes supervision and discipline, as the power to remove inherently includes the power to discipline. It addresses the current ambiguity found in language between the Town Charter and personnel policies that place certain disciplinary functions with the Town Manager by clearly defining the Select Board's authority over the position, while preserving existing personnel systems for compensation, classification, and benefits and providing a Personnel Board hearing process to ensure due process.

**ARTICLE 3 – TO TRANSFER A PARCELS OF LAND KNOWN AS CIDER MILL PROPERTY TO THE SELECT BOARD FOR PASSIVE RECREATION, OPEN SPACE AND CONSERVATION PURPOSE**

To see if the Town will vote, pursuant to G.L. Chapter 40, Subsection 15A, to transfer a certain parcel of land containing 41.382 acres of land, more or less, known as the Cider Mill Property, and further described as follows:

1. Two parcels of land shown on Assessors Map 51 as Parcels 60-27 and 54-3, and in a deed recorded with the Middlesex Registry of Deeds in Book 35347, Page 53; and
2. One parcel of land shown on Assessors Map 51 as Parcel 74-0, and in a deed recorded with said Registry in Book 27884, Page 35,

to the Select Board for passive recreation, open space, and conservation purposes, including, but not limited to, the construction and installation of playground equipment, benches, and buildings containing bathrooms, meeting space, and equipment-storage, as well as the installation of utilities and facilities necessary to support the uses allowed on the site, and whereby such parcel shall be subject to the protections of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts and G.L. Chapter 3, Subsection 5A; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

***Finance Committee has not made final recommendation.***

Article 3 Explanation: The article adds Article 97 protections on some of the parcels known as Cider Mill.

**ARTICLE 4 – TO GRANT AN EASEMENT TO NATIONAL GRID FOR ELECTRIC DISTRIBUTION PURPOSES OF 10 BIAGIOTTI WAY ASSESSOR’S PARCELS (39-91-0, 49-380-0, 39-92-0) AND A PORTION OF LAND OF BANIULIS ROAD (ASSESSOR’S PARCEL 39-7-1)**

To see if the Town will vote, as follows:

1. Pursuant to G.L. c. 40, § 15 and § 15A, to transfer an easement to construct, reconstruct, repair, maintain, operate and patrol, for the transmission of high and low voltage electric current and for the transmission of intelligence and telephone use, over a portion of 10 Biagiotti Way (Assessor’s Parcels 39-91-0, 49-380-0, 39-92-0 (collectively, (the “Site”))), to the Select Board, which easement has been deemed no longer required by the School Committee for a public purpose, including school building purposes, and pursuant to G.L. c. 40, § 3, and § 15, to authorize the Select Board to dispose of such electric distribution easement, for no less than \$ [REDACTED], and on such terms and conditions deemed proper by the Select Board; provided any easement granted shall afford the Town the right to relocate the easement area within the Site if such easement area becomes necessary for School Department purposes, as determined by the School Committee; and
2. Pursuant to G.L. c. 40, § 3, authorize the Select Board to dispose of an easement to construct, reconstruct, repair, maintain, operate and patrol, for the transmission of high and low voltage electric current and for the transmission of intelligence and telephone use over a portion of land off Baniulis Road (Assessor’s Parcel 39-7-1), on such terms and conditions deemed proper by the Select Board, the exact location of such easement area to be determined by the Select Board,

Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board and Billerica School Committee

***Finance Committee has not made final recommendation.***

Article 4 Explanation: The article authorizes the Select Board or School Committee to establish a permanent easement for Electric Service to the property at 10 Biagiotti Way Assessor’s Parcels (39-91-0, 49-380-0, 39-92-0) and a portion of land of Baniulis Road (Assessor’s Parcel 39-7-1).

ENTER SELECT BOARD SIGNATURES HERE

# TOWN OF BILLERICA

## FINAL WARRANT



# ANNUAL SPRING TOWN MEETING

Annual Spring Town Meeting  
Tuesday, May 19, 2026 at 7:00 PM

Billerica Town Hall Auditorium

Article Number	Purpose	Value	Funding Source	Submitted by:	Finance Committee Recommendation
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1	To Set Compensation of Elected Official (Town Clerk)	\$96,962.02	Raise and Appropriate from Available Funds	Finance Committee	Recommends
2	To Set Compensation of Elected Officials (Select Board)	\$9,200	Raise and Appropriate from Available Funds	Finance Committee	Recommends
3	To Hear Reports of Town Departments, Committees & Officers			Town Manager; authorized by Select Board	Recommends

**Financial Articles**

4	Fiscal Year 2026 Budget Amendment	\$525,000	Transfer from General Fund Free Cash	Town Manager; authorized by Select Board	Recommends
5	To Fund Collective Bargaining Agreement – AFSCME Council 93 Clerical Employees	\$125,084	Raise and Appropriate	Town Manager; authorized by Select Board	Recommends
6	To Fund Collective Bargaining Agreement – NEPBA Police Officers – Group (A) Patrolmen	This Article has been Withdrawn			
7	To Fund Collective Bargaining Agreement – NEPBA Police Officers – Group (B) Superior Officers	This Article has been Withdrawn			
8	To Fund Collective Bargaining Agreement – IAFF Firefighters	This Article has been Withdrawn			
9	To Fund Collective Bargaining Agreement – IAFF Civilian Fire Alarm Operators	This Article has been Withdrawn			
10	To Fund Collective Bargaining Agreement – BPAA Billerica Professional Administrators Association	\$63,421.51	Raise and Appropriate	Town Manager; authorized by Select Board	Recommends
11	To Fund Collective Bargaining Agreement – Teamsters Local 25 DPW Employees	This Article has been Withdrawn			
12	Fiscal Year 2027 Town and School Budgets	\$216,660,805	Raise and Appropriate, Transfer from Available Funds	Finance Committee	Recommends
13	Fiscal Year 2027 Water Enterprise Budget	\$7,100,384	Raise and Appropriate or Transfer from Available Funds	Town Manager; authorized by Select Board	Recommends
14	Fiscal Year 2027 Sewer Enterprise Budget	\$9,889,971	Raise and Appropriate or Transfer from Available Funds	Town Manager; authorized by Select Board	Recommends
15	To Allow the Town Manager and Finance Committee to Transfer Funds			Finance Committee	Recommends

Article Number	Purpose	Value	Funding Source	Submitted by:	Finance Committee Recommendation
16	To Authorize Departmental Revolving Funds			Town Manager; authorized by Select Board and School Committee	Recommends
17	To Fund Peg Access Cable Television Services	\$213,892.64	Transfer and Appropriate	Town Manager; authorized by Select Board	Recommends
18	Community Preservation Committee Budget and Project Recommendations	\$483,067 \$1,150,000	Raise and Appropriate from Community Preservation Act Funds	Community Preservation Committee	Recommends
19	To Rescind Prior Borrowing Authorizations	\$1,050,000	Rescind Prior Borrowing	Town Manager; authorized by Select Board	Recommends
20	To Transfer and Appropriate a Sum of Money from the Opioid Settlement Stabilization Fund to Fund Various Opioid-Related Items	\$40,000	Transfer and Appropriate from the Opioid Settlement Stabilization Fund	Town Manager; authorized by Select Board	Recommends
21	250 <sup>th</sup> Anniversary Funding	\$35,000	Transfer from General Fund Free Cash	250 <sup>th</sup> Anniversary Committee	Recommends
22	To Fund a Feasibility Study on Behalf of the Shawsheen Valley Technical High School	\$554,002	Transfer from General Fund Free Cash	Shawsheen Valley Technical High School Committee	Does Not Recommend
23	To Fund DPW Equipment	\$305,000	Transfer from Available Funds	Town Manager; authorized by Select Board	Recommends
24	To Fund the Lowell Street and Concord River Crossing Sewer Rehabilitation Project	\$3,100,000	Raise and Appropriate, Transfer or Borrow	Town Manager; authorized by Select Board	Recommends
25	To Fund Inspection and Smoke Testing in Accordance with the Sewer System Evaluation Survey (SSES)	\$1,100,000	Transfer and Appropriate from Sewer Retained Earnings	Town Manager; authorized by Select Board	Recommends
26	To Fund the Inflow and Infiltration Removal Project	\$250,000	Transfer and Appropriate from Sewer Retained Earnings	Town Manager; authorized by Select Board	Recommends
27	To Fund Replacement of a Secondary Treatment Aeration Blower	\$175,000	Transfer and Appropriate from Sewer Retained Earnings	Town Manager; authorized by Select Board	Recommends
28	To Fund Conversion of Emulsion Style Polymer to a Dry Polymer Used in the Coagulation/Magnetite (COMAG) Treatment Process	\$250,000	Transfer and Appropriate from Sewer Retained Earnings	Town Manager; authorized by Select Board	Recommends
29	To Fund Restoration of Historic Headstones	\$15,000	Transfer and Appropriate from Special Revenue	Town Manager; authorized by Select Board	Recommends

Article Number	Purpose	Value	Funding Source	Submitted by:	Finance Committee Recommendation
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*Land Use and Easement Articles*

30	To Authorize the Select Board to Layout and Accept Roads as Public Ways			Town Manager; authorized by Select Board	Recommends
31	To Grant an Easement to National Grid for Electric Distribution for the New North Billerica Fire Station			Town Manager; authorized by Select Board	Recommends
32	To Grant an Easement to National Grid for Gas Distribution for the New North Billerica Fire Station	This Article has been Withdrawn			

*General By-Law Articles*

33	General By-Law - Construction Contractor Responsibility and Labor Law Compliance			Selectman John Burrows	Recommends
34	To Amend General By-Law, Section 20.4, Town Manager Screening Committee			Selectman Michael Rosa	Recommends
35	Prohibition of Cryptocurrency on Automated Teller Machines			Town Manager; authorized by Select Board	Recommends

*Zoning By-Law Articles*

36	To Vote to Amend the Zoning By-Law Section 11.11, MBTA Communities Multifamily Overlay District (MCMOD)			Planning Board	Recommends
37	To Vote to Amend the Zoning By-Law Section 4.7			Planning Board	Recommends

*School Committee Foster Care Transportation Reimbursement Article*

38	ESSA Foster Care Transportation Reimbursement			School Committee	Recommends
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Article Number	Purpose	Value	Funding Source	Submitted by:	Finance Committee Recommendation
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*Elected Officials Articles*

39	To Vote to Deed Certain Town-Owned Parcels to the Conservation Commission			Selectman Michael Rosa on behalf of the Open Space and Recreation Committee	Recommends
40	To Vote to Deed Certain Town-Owned Parcels to the Conservation Commission			Selectman Michael Rosa on behalf of the Open Space and Recreation Committee	Recommends
41	To Transfer a Parcel of Land Known as Cidermill Property to the Select Board for Active and Passive Recreation, Open Space and Conservation Purposes			Selectman Daniel Darris-O'Connor	Recommends

**FINAL WARRANT**  
**2026 ANNUAL SPRING TOWN MEETING**

Middlesex, ss.

To Any Constable in the Town of Billerica

Greetings,

You are hereby authorized and requested to notify and warn the inhabitants of said Town of Billerica qualified by law to vote in Elections and Town Affairs, to meet at the Maurice A. Buck Memorial Auditorium, Town Hall, 365 Boston Road, Billerica, MA on Thursday, May 7, 2026 at 7:00 PM and subsequent Thursdays and Tuesdays until all of the business in the Warrant shall have been acted upon, then and there to vote on the following articles:

**ARTICLE 1 - TO SET COMPENSATION OF ELECTED OFFICIAL (TOWN CLERK)**

To see if the Town will vote to fix the compensation of the Town Clerk and determine any salary increase that shall become effective July 1, 2026; or act in relation thereto.

Town Clerk - \$96,962.02 a Year

Submitted by the Finance Committee

***Finance Committee recommends approval.***

Article 1 Explanation: In accordance with M.G.L. Chapter 41, Section 108, the salary and compensation of elected officials shall be fixed annually by a vote of Town Meeting.

**ARTICLE 2 - TO SET COMPENSATION OF ELECTED OFFICIALS (SELECT BOARD)**

To see if the Town will vote to fix the compensation of the Select Board and determine any salary increase that shall become effective July 1, 2026; or act in relation thereto.

Select Board, Chair	\$2,000 a Year
Select Board, Member	\$1,800 a Year

Submitted by the Finance Committee

***Finance Committee recommends approval.***

Article 2 Explanation: In accordance with M.G.L. Chapter 41, Section 108, the salary and compensation of elected officials shall be fixed annually by a vote of Town Meeting.

**ARTICLE 3 - TO HEAR REPORTS OF TOWN DEPARTMENTS, COMMITTEES & OFFICERS**

To see if the Town will vote to hear and act upon the reports of Town Departments, Committees and Officers; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 3 Explanation: In accordance with M.G.L. Chapter 40, Section 49, this article allows Town Meeting to hear and act upon reports submitted in the 2025 Annual Town Report.

**ARTICLE 4 - FISCAL YEAR 2026 BUDGET AMENDMENT**

To see if the Town will vote to transfer from General Fund Free Cash the sum of \$525,000 to amend various budgets for Fiscal Year 2026 as follows:

ACCOUNT	BEGINNING BUDGET	CHANGE	REVISED BUDGET
UTILITIES-ELECTRIC	\$1,976,640	\$350,000	\$2,326,640
VETERAN BENEFIT	\$150,000	\$35,000	\$185,000
POSTAGE	\$97,008	\$40,000	\$137,008
RETIREMENTS	\$200,000	\$100,000	\$300,000

Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 4 Explanation: This article is to amend certain lines in the FY26 Budget. The increase in the utilities-electric line reflects rising electricity costs and higher operational demand across municipal facilities. The increase in the Veteran Benefit budget supports the growing needs of veterans and their families; rising housing, healthcare and cost-of-living expenses have increased the level of assistance required. The increase in the Postage line reflects higher postal service rates and continued demand for mailed communications. Official notices, billing, election materials and regulatory mailings remain legally required to be delivered via mail. The increase in the Retirements budget accounts for anticipated employee retirements and associated contractual obligations.

**ARTICLE 5 - TO FUND COLLECTIVE BARGAINING AGREEMENT – AFSCME COUNCIL 93 CLERICAL EMPLOYEES**

To see if the Town will vote to raise and appropriate a sum of \$125,084 to fund the first-year cost items contained in the successor Collective Bargaining Agreement between the Town and the American Federation of State, County and Municipal Employees for a term of July 1, 2026 to June 30, 2029; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 5 Explanation: The Town and AFSCME Union agreed to a 3-year contract with a 2% COLA July 1<sup>st</sup> of each year of the contract. There are four positions being removed from the union, based on work responsibilities. There are 3 additional steps on the wage schedule providing a needed wage correction for a couple of the clerk categories. The agreement has a lot of language clean-up throughout, clearing up ambiguous language and removing outdated items.

**ARTICLE 6 - THIS ARTICLE HAS BEEN WITHDRAWN****ARTICLE 7 - THIS ARTICLE HAS BEEN WITHDRAWN****ARTICLE 8 - THIS ARTICLE HAS BEEN WITHDRAWN****ARTICLE 9 - THIS ARTICLE HAS BEEN WITHDRAWN****ARTICLE 10 - TO FUND COLLECTIVE BARGAINING AGREEMENT – BPAA BILLERICA PROFESSIONAL ADMINISTRATORS ASSOCIATION**

To see if the Town will vote to raise and appropriate a sum of \$63,421.51 to fund the first-year cost items contained in the successor Collective Bargaining Agreement between the Town and the Billerica Professional Administrators Association for a term of July 1, 2026 to June 30, 2028; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 10 Explanation: The Town and Billerica Professional Administrators Association Union agreed to a 2-year contract with a 2% COLA July 1<sup>st</sup> of each year of the contract. There is one additional step on the wage schedule for the second year of the contract. The agreement has a lot of language clean-up throughout, clearing up ambiguous language and removing outdated items.

**ARTICLE 11 - THIS ARTICLE HAS BEEN WITHDRAWN****ARTICLE 12 - FISCAL YEAR 2027 TOWN AND SCHOOL BUDGETS**

To see if the Town will vote, pursuant to Article 5 of the Billerica Home Rule Charter, to raise and appropriate, transfer from available funds, or otherwise provide a sum of money to defray charges and expenses of the operation of the Town, its schools, and its government for Fiscal Year 2027, beginning July 1, 2026; or act in relation thereto.

Submitted by the Finance Committee

*Finance Committee recommends approval.*

Article 12 Explanation: The detailed budget presentation will be available in the Town Meeting Book and on the Town Manager's Page: <http://www.town.billerica.ma.us/365/Budget-Information>.

Tovn of Billerica Budget Detail FY2027 Page 1		EXPENDED FY2023	EXPENDED FY2024	EXPENDED FY2025	BUDGETED FY 2026	DEPT REQ FY 2027	TOWN MGR FY 2027	FIN COM FY 2027
<b>122 - Select Board</b>								
5110	Personnel	67,658	100,874	90,927	97,744	97,181	97,181	97,181
5190	Contractual Obligations	285	100	-	500	500	500	500
5400	Supplies & Expenses	4,494	4,500	4,087	4,500	4,500	4,500	4,500
5200	Contract Services/Leases	952	1,356	1,487	1,500	1,500	1,500	1,500
7044	Assessments and Dues	24,481	28,942	28,942	33,148	34,849	34,849	34,849
5800	Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>97,870</b>	<b>135,772</b>	<b>125,444</b>	<b>137,392</b>	<b>138,530</b>	<b>138,531</b>	<b>138,530</b>
<b>123 - Town Manager</b>								
5110	Personnel	649,262	681,033	716,853	686,639	741,199	741,199	741,199
5120	Permanent Part Time	66,767	35,980	39,545	40,732	41,962	41,962	41,962
5130	Overtime	10,000	-	-	-	-	-	-
5190	Contractual Obligations	\$14,393	\$33,104	\$43,115	\$25,653	40,567	40,567	40,567
5400	Supplies & Expenses	34,384	46,036	48,250	40,000	45,000	45,000	45,000
5200	Contract Services/Leases	15,000	13,436	23,635	18,000	18,000	18,000	18,000
7037	Comm. Plan./Proj./Tech. Asst.	5,348	5,600	9,768	5,000	5,000	5,000	5,000
7050	Pensions	-	-	-	-	-	-	-
7051	Emp. Medical Exams	84,524	13,042	85,000	85,000	85,000	85,000	85,000
7053	Prof. Training/Development	10,024	6,134	15,000	10,000	13,000	13,000	13,000
7061	Pr. Town Rep./TM Handouts	11,674	12,000	11,847	12,000	12,000	12,000	12,000
7064	Contract Retro	-	-	-	-	-	-	-
7094	Assessment Center	-	-	-	-	-	-	-
7095	Substance Abuse Program	20,000	20,000	20,000	20,000	20,000	20,000	20,000
5800	Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>921,376</b>	<b>866,365</b>	<b>1,013,013</b>	<b>943,024</b>	<b>1,021,727</b>	<b>1,021,727</b>	<b>1,021,727</b>
<b>125 - Systems Admin.</b>								
5110	Personnel	118,953	122,052	127,423	144,892	148,209	148,209	148,209
5190	Contractual Obligations	1,827	1,827	1,827	1,827	1,827	1,827	1,827
5400	Supplies & Expenses	19,987	20,000	19,880	20,000	20,000	20,000	20,000
5200	Contract Services/Leases	500,800	463,519	551,000	562,504	622,866	622,866	622,866
5800	Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>641,567</b>	<b>607,398</b>	<b>700,130</b>	<b>729,223</b>	<b>792,902</b>	<b>792,902</b>	<b>792,902</b>
<b>129 - Cable Advisory Committee</b>								
5120	Permanent Part Time	-	-	-	-	-	-	-
5400	Supplies & Expenses	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>131 - Finance Committee</b>								
5120	Permanent Part Time	1,335	2,000	1,894	2,000	2,000	2,000	2,000
5400	Supplies & Expenses	-	-	-	-	-	-	-
5200	Contract Services/Leases	427	1,235	569	1,600	1,600	1,600	1,600
7063	Reserve Fund	-	-	-	84,520	84,520	84,520	84,520
<b>TOTAL</b>		<b>1,762</b>	<b>3,235</b>	<b>2,463</b>	<b>88,120</b>	<b>88,120</b>	<b>88,120</b>	<b>88,120</b>
<b>135 - Town Accountant</b>								
5110	Personnel	277,338	289,979	333,289	268,970	295,939	295,939	295,939
5190	Contractual Obligations	10,893	12,943	12,493	5,200	6,650	6,650	6,650
5400	Supplies & Expenses	1,500	1,186	1,064	1,000	1,000	1,000	1,000
5200	Contract Services/Leases	488	360	500	500	1,000	1,000	1,000
7062	Town Audit	64,000	58,000	64,000	64,000	64,000	64,000	64,000
5800	Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>354,219</b>	<b>362,468</b>	<b>411,346</b>	<b>339,670</b>	<b>368,589</b>	<b>368,589</b>	<b>368,589</b>
<b>141 - Assessor</b>								
5110	Personnel	453,751	490,209	533,549	536,585	551,024	551,024	551,024
5120	Permanent Part Time	3,000	3,000	-	3,000	3,000	3,000	3,000
5190	Contractual Obligations	7,982	8,818	14,277	12,777	14,527	14,527	14,527
5400	Supplies & Expenses	3,067	3,191	2,142	3,250	3,650	3,650	3,650
5200	Contract Services/Leases	38,197	5,919	47,308	48,300	48,300	48,300	48,300
5800	Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>505,997</b>	<b>511,137</b>	<b>597,276</b>	<b>603,912</b>	<b>620,501</b>	<b>620,501</b>	<b>620,501</b>

Town of Billerica Budget Detail		EXPENDED	EXPENDED	EXPENDED	BUDGETED	DEPT REQ	TOWN MGR	FIN COM
FY2027 Page 1		FY2023	FY2024	FY2025	FY 2026	FY 2027	FY 2027	FY 2027
<b>145 - Treasurer/Collector</b>								
5110	Personnel	510,756	510,756	560,734	611,148	658,458	658,458	658,458
5120	Permanent Part Time	20,409	20,409		-	-	-	-
5130	Overtime	-	-		-	-	-	-
5190	Contractual Obligations	20,694	20,694	14,110	17,510	17,510	17,510	17,510
5400	Supplies & Expenses	60,310	60,310	57,500	50,700	65,700	65,700	65,700
5200	Contract Services/Leases	66,891	66,891	72,554	55,804	41,330	41,330	41,330
5235	Tax Revenue Collection	67,112	67,112	50,000	50,000	50,000	50,000	50,000
5800	Capital Outlay	-	-		-	-	-	-
	<b>TOTAL</b>	<b>746,172</b>	<b>746,172</b>	<b>754,898</b>	<b>785,162</b>	<b>832,998</b>	<b>832,998</b>	<b>832,998</b>
<b>161 - Town Clerk</b>								
5110	Personnel	252,904	220,749	267,652	289,512	289,487	289,487	289,487
5190	Contractual Obligations	5,251	4,610	4,893	5,393	5,393	5,393	5,393
5400	Supplies & Expenses	33	1,852	1,929	2,075	2,150	2,150	2,150
5200	Contract Services/Leases	1,488	925	2,064	3,055	2,755	2,755	2,755
5800	Capital Outlay	-	-		-	-	-	-
	<b>TOTAL</b>	<b>259,676</b>	<b>228,136</b>	<b>276,537</b>	<b>300,035</b>	<b>299,785</b>	<b>299,785</b>	<b>299,785</b>
<b>162 - Election Department</b>								
5120	Permanent Part Time	75,396	102,646	133,398	82,257	112,142	112,142	112,142
5400	Supplies & Expenses	2,760	3,436	4,241	3,585	4,755	4,755	4,755
5200	Contract Services/Leases	81,854	72,582	81,534	46,965	87,620	87,620	87,620
5800	Capital Outlay	-	-		-	-	-	-
	<b>TOTAL</b>	<b>160,010</b>	<b>178,664</b>	<b>219,173</b>	<b>132,807</b>	<b>204,517</b>	<b>204,517</b>	<b>204,517</b>
<b>163 - Board of Registrars</b>								
5110	Personnel	51,992	56,311	58,807	61,037	61,355	61,355	61,355
5120	Permanent Part Time	3,441	3,441	3,441	3,441	3,915	3,915	3,915
5130	Overtime	2,000	1,200	1,720	3,000	2,000	2,000	2,000
5190	Contractual Obligations	1,000	1,000	1,000	2,200	2,200	2,200	2,200
5400	Supplies & Expenses	5,749	10,420	10,420	19,945	25,539	25,539	25,539
5200	Contract Services/Leases	3,300	3,091	3,765	6,760	6,760	6,760	6,760
5800	Capital Outlay	-	-		-	-	-	-
	<b>TOTAL</b>	<b>67,482</b>	<b>75,463</b>	<b>79,153</b>	<b>96,383</b>	<b>101,769</b>	<b>101,769</b>	<b>101,769</b>
<b>171 - Conservation Commission</b>								
5110	Personnel	219,327	229,726	249,863	272,546	275,422	275,422	275,422
5120	Permanent Part Time	-	-		-	-	-	-
5130	Overtime	0	-	3,653	1,500	1,500	1,500	1,500
5190	Contractual Obligations	14,738	17,612	20,266	20,266	20,266	20,266	20,266
5400	Supplies & Expenses	3,725	1,920	4,000	500	500	500	500
5200	Contract Services/Leases	2,450	1,394	2,900	2,900	3,001	3,001	3,001
7092	Beaver Dam Control	15,000	12,832	15,000	18,000	18,000	18,000	18,000
5800	Capital Outlay	-	-		-	-	-	-
	<b>TOTAL</b>	<b>255,240</b>	<b>263,484</b>	<b>295,682</b>	<b>315,712</b>	<b>318,689</b>	<b>318,689</b>	<b>318,689</b>
<b>175 - Planning Board</b>								
5110	Personnel	260,980	275,360	299,148	200,111	196,600	196,600	196,600
5120	Permanent Part Time	-	-		37,798	37,989	37,989	37,989
5130	Overtime	3,315	-		3,300	3,300	3,300	3,300
5190	Contractual Obligations	-	-		-	-	-	-
5400	Supplies & Expenses	1,500	1,453	1,880	1,880	3,280	3,280	3,280
5200	Contract Services/Leases	71,500	7,309	75,418	71,650	51,450	51,450	51,450
5800	Capital Outlay	-	-		-	-	-	-
	<b>TOTAL</b>	<b>337,295</b>	<b>284,122</b>	<b>376,446</b>	<b>314,739</b>	<b>292,619</b>	<b>292,619</b>	<b>292,619</b>

		EXPENDED	EXPENDED	EXPENDED	BUDGETED	DEPT REQ	TOWN MGR	FIN COM
FY2027 Page 2		FY2023	FY2024	FY2025	FY 2026	FY 2027	FY 2027	FY 2027
<b>192 - Town Hall/Buildings</b>								
5110	Persomel	285,695	291,600	380,581	463,763	540,327	540,327	540,327
5130	Overtime	25,000	25,000	25,000	25,000	25,000	25,000	25,000
5190	Contractual Obligations	7,184	9,529	10,329	10,929	10,929	10,929	10,929
5200	Contract Services/Leases	38,196	21,285	48,292	52,500	52,500	52,500	52,500
5400	Postage	147,054	-	145,000	97,008	129,858	129,858	129,858
5400	Custodial Supplies	11,973	11,987	15,000	15,000	25,000	25,000	25,000
5400	Supplies & Expenses	33,564	30,000	30,000	30,000	30,000	30,000	30,000
7059	Cleaning Services	-	-	-	-	-	-	-
5256	Utilities	42,551	80,595	97,488	100,000	100,000	100,000	100,000
7058	Building Maintenance	190,534	184,500	191,220	194,500	254,500	254,500	254,500
7055	Telephone	73,431	81,268	82,789	90,000	90,000	90,000	90,000
7065	Abandoned Buildings	-	-	-	-	-	-	-
706x	Town Buildings	20,993	36,995	50,000	50,000	50,000	50,000	50,000
5800	Capital Outlay	-	-	-	-	-	-	-
	<b>TOTAL</b>	<b>876,175</b>	<b>772,759</b>	<b>1,075,699</b>	<b>1,128,699</b>	<b>1,308,114</b>	<b>1,308,114</b>	<b>1,308,114</b>
<b>691 - Historical Commission</b>								
5400	Supplies & Expenses	50	-	-	50	50	50	50
5200	Contract Services/Leases	250	240	55	250	250	250	250
	<b>TOTAL</b>	<b>300</b>	<b>240</b>	<b>55</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b>910 - Town Systemwide</b>								
7080	Town Retirements	250,000	492,982	400,000	200,000	225,000	225,000	225,000
xxxx	Town Settlements	-	-	-	-	-	-	-
7088	Town Electric	1,915,928	1,345,069	2,152,676	1,976,640	2,250,000	2,250,000	2,250,000
7095	Streetlights	165,000	-	-	-	-	-	-
7096	Legal	238,690	262,124	514,709	350,000	300,000	300,000	300,000
7098	Town Fuel	413,446	350,590	350,590	465,000	465,000	465,000	465,000
	<b>TOTAL</b>	<b>2,983,064</b>	<b>2,450,765</b>	<b>3,417,975</b>	<b>2,991,640</b>	<b>3,240,000</b>	<b>3,240,000</b>	<b>3,240,000</b>
<b>TOTAL GENERAL GOVERNMENT</b>		<b>8,208,205</b>	<b>7,486,180</b>	<b>9,345,290</b>	<b>8,906,818</b>	<b>9,629,160</b>	<b>9,629,161</b>	<b>9,629,160</b>
<b>210 - Police Department</b>								
5110	Persomel	5,822,858	5,500,117	6,714,279	6,664,321	6,667,175	6,667,175	6,667,175
5120	Permanent Part Time	5,000	5,000	4,159	5,000	5,000	5,000	5,000
5130	Overtime	780,000	789,250	789,250	789,250	811,100	811,100	811,100
5190	Contractual Obligations	1,629,372	1,498,123	1,488,992	1,735,419	1,858,661	1,858,661	1,858,661
5400	Supplies & Expenses	319,762	325,761	338,227	359,100	359,100	359,100	359,100
5256	Utilities	-	-	-	-	-	-	-
5200	Contract Services/Leases	150,949	139,090	258,650	276,350	276,350	276,350	276,350
5800	Capital Outlay	240,270	268,826	288,958	311,374	226,278	226,278	226,278
	<b>TOTAL</b>	<b>8,948,211</b>	<b>8,526,167</b>	<b>9,882,514</b>	<b>10,140,814</b>	<b>10,203,664</b>	<b>10,203,664</b>	<b>10,203,664</b>
<b>220 - Fire Department</b>								
5110	Personnel	6,667,681	7,050,072	7,257,374	7,552,591	7,587,040	7,587,040	7,587,040
5120	Permanent Part Time	66,912	13,621	34,976	35,676	35,676	35,676	35,676
5130	Overtime	811,250	811,250	915,000	969,900	969,900	969,900	969,900
5190	Contractual Obligations	1,192,397	1,226,586	1,341,369	1,413,470	1,364,391	1,364,391	1,364,391
5400	Supplies & Expenses	305,549	262,643	349,246	359,148	358,648	358,648	358,648
5200	Contract Services/Leases	178,065	170,792	173,715	190,125	192,585	192,585	192,585
5256	Utilities	61,161	60,773	69,532	70,000	70,000	70,000	70,000
5800	Capital Outlay	-	-	-	-	-	-	-
	<b>TOTAL</b>	<b>9,283,015</b>	<b>9,595,737</b>	<b>10,141,212</b>	<b>10,590,910</b>	<b>10,578,240</b>	<b>10,578,240</b>	<b>10,578,240</b>

	EXPENDED	EXPENDED	EXPENDED	BUDGETED	DEPT REQ	TOWN MGR	FIN COM
FY2027 Page 2	FY2023	FY2024	FY2025	FY 2026	FY 2027	FY 2027	FY 2027
<b>231 - Ambulance</b>							
5110 Personnel	1,379,829	1,338,403	1,318,101	1,294,962	1,298,490	1,298,490	1,298,490
5120 Permanent Part Time	15,000	15,000	15,000	15,000	15,000	15,000	15,000
5130 Overtime	237,000	237,132	244,100	244,100	244,100	244,100	244,100
5190 Contractual Obligations	186,564	185,741	205,449	193,345	213,594	213,594	213,594
5400 Supplies & Expenses	124,610	150,455	152,610	172,610	172,610	172,610	172,610
5200 Contract Services/Leases	119,950	113,770	136,890	136,890	136,890	136,890	136,890
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>2,062,953</b>	<b>2,040,501</b>	<b>2,072,150</b>	<b>2,056,907</b>	<b>2,080,684</b>	<b>2,080,684</b>	<b>2,080,684</b>
<b>241 - Building Department</b>							
5110 Personnel	694,548	710,651	694,874	699,289	720,449	720,449	720,449
5120 Permanent Part Time	-	-	-	-	-	-	-
5130 Overtime	15,000	15,000	15,000	15,000	15,000	15,000	15,000
5190 Contractual Obligations	45,440	41,540	40,540	37,240	38,890	38,890	38,890
5400 Supplies & Expenses	10,597	5,156	10,500	10,950	8,950	8,950	8,950
5200 Contract Services/Leases	4,375	27,544	4,375	5,800	7,400	7,400	7,400
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>769,960</b>	<b>799,891</b>	<b>765,289</b>	<b>768,279</b>	<b>790,689</b>	<b>790,689</b>	<b>790,689</b>
<b>244 - Sealer Weights and Measures</b>							
5120 Permanent Part Time							
5400 Supplies & Expenses							
5200 Contract Services/Leases	13,500	16,000	15,239	14,000	14,000	14,000	14,000
<b>TOTAL</b>	<b>13,500</b>	<b>16,000</b>	<b>15,239</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>
<b>291 - Emergency Management</b>							
5110 Personnel	52,000	53,560	55,167	57,097	57,097	57,097	57,097
5400 Supplies & Expenses	8,000	6,935	7,963	8,000	8,000	8,000	8,000
5190 Contractual Obligations	5,400	349	3,678	3,470	3,470	3,470	3,470
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>65,400</b>	<b>60,844</b>	<b>66,808</b>	<b>68,567</b>	<b>68,567</b>	<b>68,567</b>	<b>68,567</b>
<b>292 - Animal Control</b>							
5110 Personnel	67,713	70,435	72,683	75,233	75,613	75,613	75,613
5120 Permanent Part Time	30,779	32,172	34,349	47,759	47,759	47,759	47,759
5130 Overtime	7,435	13,232	10,805	14,000	14,000	14,000	14,000
5190 Contractual Obligations	4,125	4,575	4,575	2,100	2,400	2,400	2,400
5400 Supplies & Expenses	5,177	6,500	4,741	6,500	6,500	6,500	6,500
5200 Contract Services/Leases	4,285	6,454	6,500	6,500	6,500	6,500	6,500
5256 Utilities	5,056	5,204	5,500	5,500	5,500	5,500	5,500
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>124,570</b>	<b>138,572</b>	<b>139,153</b>	<b>157,592</b>	<b>158,272</b>	<b>158,272</b>	<b>158,272</b>
<b>510 - Board of Health</b>							
5110 Personnel	324,757	347,464	357,689	354,120	358,115	358,115	358,115
5120 Permanent Part Time	80,452	83,719	86,361	91,597	91,653	91,653	91,653
5130 Overtime	4,041	3,876	3,804	4,500	4,500	4,500	4,500
5190 Contractual Obligations	25,872	31,883	27,064	34,916	34,916	34,916	34,916
5400 Supplies & Expenses	984	2,017	2,338	2,345	5,145	5,145	5,145
5200 Contract Services/Leases	24,371	23,555	28,164	23,532	20,732	20,732	20,732
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>460,477</b>	<b>492,514</b>	<b>505,421</b>	<b>511,010</b>	<b>515,061</b>	<b>515,061</b>	<b>515,061</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>21,728,086</b>	<b>21,670,226</b>	<b>23,587,786</b>	<b>24,308,079</b>	<b>24,409,177</b>	<b>24,409,177</b>	<b>24,409,177</b>

Town of Billerica Budget Detail	EXPENDED	EXPENDED	EXPENDED	BUDGETED	DEPT REQ	TOWN MGR	FIN COM
FY2027 Page 3	FY2023	FY2024	FY2025	FY 2026	FY 2027	FY 2027	FY 2027
<b>410 - Engineering</b>							
5110 Personnel	835,131	896,313	1,058,043	1,105,965	1,124,600	1,124,600	1,124,600
5130 Overtime	-	-	-	-	-	-	-
5190 Contractual Obligations	19,060	14,910	20,410	26,493	28,143	28,143	28,143
5400 Supplies & Expenses	7,701	7,949	7,102	8,000	8,000	8,000	8,000
5200 Contract Services/Leases	210,459	197,144	223,960	227,111	240,000	240,000	240,000
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>1,072,351</b>	<b>1,116,316</b>	<b>1,309,514</b>	<b>1,367,569</b>	<b>1,400,743</b>	<b>1,400,743</b>	<b>1,400,743</b>
<b>421 - Public Works Administration</b>							
5110 Personnel	726,153	696,725	593,049	639,864	665,664	665,664	665,664
5120 Permanent Part Time	102,184	173,365	188,442	160,000	160,000	160,000	160,000
5130 Overtime	-	-	-	-	-	-	-
5190 Contractual Obligations	33,827	33,827	21,393	22,734	25,984	25,984	25,984
5400 Supplies & Expenses	2,883	2,365	2,965	3,000	3,000	3,000	3,000
5200 Contract Services/Leases	21,825	46,121	50,443	51,375	51,375	51,375	51,375
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>886,872</b>	<b>952,403</b>	<b>856,293</b>	<b>876,973</b>	<b>906,023</b>	<b>906,023</b>	<b>906,023</b>
<b>422 - Highway Department</b>							
5110 Personnel	939,208	1,060,306	1,129,701	1,240,077	1,229,833	1,229,833	1,229,833
5130 Overtime Regular	61,132	64,427	66,378	66,681	66,681	66,681	66,681
5150 Temporary/Seasonal	-	-	-	-	-	-	-
5190 Contractual Obligations	30,350	30,350	30,347	27,050	26,800	26,800	26,800
5400 Supplies & Expenses	423,856	469,986	473,100	508,100	520,000	520,000	520,000
5200 Contract Services/Leases	320,750	312,999	336,151	340,450	345,000	345,000	345,000
5256 Utilities	21,708	13,100	13,100	13,100	13,100	13,100	13,100
5800 Capital Outlay	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>1,797,004</b>	<b>1,951,168</b>	<b>2,048,777</b>	<b>2,195,458</b>	<b>2,201,414</b>	<b>2,201,414</b>	<b>2,201,414</b>
<b>423 - Snow and Ice</b>							
5131 Snow Overtime	150,321	148,023	240,364	70,000	70,000	70,000	70,000
5278 Snow and Sand Expenses	954,885	786,966	1,197,726	350,000	350,000	350,000	350,000
<b>TOTAL</b>	<b>1,105,206</b>	<b>934,989</b>	<b>1,438,091</b>	<b>420,000</b>	<b>420,000</b>	<b>420,000</b>	<b>420,000</b>
<b>433 - Solid Waste</b>							
5285 Solid Waste	3,368,426	4,186,013	4,586,335	5,372,136	5,721,388	5,721,388	5,721,388
<b>TOTAL</b>	<b>3,368,426</b>	<b>4,186,013</b>	<b>4,586,335</b>	<b>5,372,136</b>	<b>5,721,388</b>	<b>5,721,388</b>	<b>5,721,388</b>
<b>650 - Parks/Trees</b>							
5110 Personnel	547,591	566,673	543,164	587,792	590,643	590,643	590,643
5120 Permanent Part Time	-	-	-	-	-	-	-
5130 Overtime	99,850	99,850	73,165	99,850	99,850	99,850	99,850
5190 Contractual Obligations	17,124	17,124	17,124	13,024	15,092	15,092	15,092
5400 Supplies & Expenses	70,451	74,757	75,084	85,925	90,925	90,925	90,925
7093 Mosquito Control	13,872	14,932	4,478	25,000	25,000	25,000	25,000
5200 Contract Services/Leases	113,939	135,802	132,344	134,950	134,950	134,950	134,950
5256 Utilities	4,088	2,500	2,500	2,500	2,500	2,500	2,500
5800 Capital Outlay	93,812	82,000	75,479	80,000	76,500	76,500	76,500
<b>TOTAL</b>	<b>960,727</b>	<b>993,638</b>	<b>923,337</b>	<b>1,029,041</b>	<b>1,035,460</b>	<b>1,035,460</b>	<b>1,035,460</b>
<b>491 - Cemetery</b>							
5110 Personnel	287,526	295,969	315,785	318,079	328,281	328,281	328,281
5120 Permanent Part Time	-	-	-	-	-	-	-
5130 Overtime	39,694	58,200	56,763	58,200	58,200	58,200	58,200
5190 Contractual Obligations	25,786	6,150	6,260	7,128	7,128	7,128	7,128
5400 Supplies & Expenses	42,582	18,760	41,937	43,000	43,000	43,000	43,000
7093 Mosquito Control	-	-	-	-	-	-	-
5200 Contract Services/Leases	18,887	15,609	18,197	19,450	19,450	19,450	19,450
5256 Utilities	5,906	2,250	2,250	2,250	3,300	3,300	3,300
5800 Capital Outlay	-	-	18,803	-	-	-	-
5800 Perpetual Care	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>420,381</b>	<b>396,938</b>	<b>459,995</b>	<b>448,107</b>	<b>459,359</b>	<b>459,359</b>	<b>459,359</b>
<b>TOTAL PUBLIC WORKS</b>	<b>9,610,967</b>	<b>10,531,465</b>	<b>10,184,251</b>	<b>11,760,758</b>	<b>12,144,387</b>	<b>12,144,387</b>	<b>12,144,387</b>

Town of Billerica Budget Detail		EXPENDED	EXPENDED	EXPENDED	BUDGETED	DEPT REQ	TOWN MGR	FIN COM
FY2027 Page 3		FY2023	FY2024	FY2025	FY 2026	FY 2027	FY 2027	FY 2027
<b>300 - Billerica Public Schools</b>								
5166	Professional Salaries	59,692,192	62,282,851	67,265,479	70,803,208	72,510,602	72,510,602	72,510,602
5170	Clerical Salaries	1,102,288	1,143,624	1,235,114	1,488,988	-	-	-
5180	Other Salaries							
5466	Supplies & Expenses	1,894,279	2,774,279	2,940,736	3,028,958	2,478,791	2,478,791	2,478,791
5266	Contract Services/Leases	8,965,443	8,965,443	9,503,370	9,788,471	12,802,652	12,802,652	12,802,652
5267	Utilities	1,487,547	1,487,547	1,576,800	1,624,104	2,010,333	2,010,333	2,010,333
5866	Capital Outlay	305,251	305,251	323,566	333,273	177,352	177,352	177,352
	<b>TOTAL</b>	<b>73,447,001</b>	<b>76,958,995</b>	<b>82,845,065</b>	<b>87,067,002</b>	<b>89,979,730</b>	<b>89,979,730</b>	<b>89,979,730</b>
<b>310 - Shawsheen Technical School</b>								
5300	Operating Costs	10,000,885	10,618,653	10,493,494	11,792,752	13,057,585	13,057,585	13,057,585
5800	Capital Outlay							
	<b>TOTAL</b>	<b>10,000,885</b>	<b>10,618,653</b>	<b>10,493,494</b>	<b>11,792,752</b>	<b>13,057,585</b>	<b>13,057,585</b>	<b>13,057,585</b>
<b>TOTAL PUBLIC EDUCATION</b>		<b>83,447,886</b>	<b>87,577,648</b>	<b>93,338,559</b>	<b>98,859,754</b>	<b>103,037,315</b>	<b>103,037,315</b>	<b>103,037,315</b>
Town of Billerica Budget Detail		EXPENDED	EXPENDED	EXPENDED	BUDGETED	DEPT REQ	TOWN MGR	FIN COM
FY2027 Page 4		FY2023	FY2024	FY2025	FY2026	FY 2027	FY 2027	FY 2027
<b>610 - Public Library</b>								
5110	Personnel	890,834	932,507	902,008	1,003,315	1,003,695	1,003,695	1,003,695
5120	Permanent Part Time	356,567	356,578	384,503	399,896	396,201	396,201	396,201
5190	Contractual Obligations	22,021	22,879	22,879	20,196	35,430	35,430	35,430
5400	Supplies & Expenses	231,076	223,943	226,295	238,329	242,505	242,505	242,505
5200	Contract Services/Leases	83,696	83,689	84,159	84,634	84,634	84,634	84,634
7059	Cleaning Service	25,200	23,100	33,385	31,488	33,000	33,000	33,000
5256	Utilities	27,809	25,000	25,000	25,000	26,250	26,250	26,250
5800	Capital Outlay	-	-	-	-	-	-	-
	<b>TOTAL</b>	<b>1,637,203</b>	<b>1,667,696</b>	<b>1,678,229</b>	<b>1,802,857</b>	<b>1,821,715</b>	<b>1,821,715</b>	<b>1,821,715</b>
<b>630 - Recreation Department</b>								
5110	Personnel	287,891	322,317	365,629	390,497	392,469	392,469	392,469
5120	Permanent Part Time	70,000	75,000	75,000	75,000	75,000	75,000	75,000
5190	Contractual Obligations	5,350	6,350	9,350	9,350	10,300	10,300	10,300
5400	Supplies & Expenses	11,151	11,580	5,001	11,050	11,550	11,550	11,550
5200	Contract Services/Leases	75,586	66,413	75,334	83,215	85,215	85,215	85,215
5256	Utilities	4,709	3,000	3,000	3,000	6,000	6,000	6,000
5800	Capital Outlay	-	-	-	-	-	-	-
	<b>TOTAL</b>	<b>454,687</b>	<b>484,660</b>	<b>533,314</b>	<b>572,112</b>	<b>580,534</b>	<b>580,534</b>	<b>580,534</b>
<b>91070 - Civic Events/Organizations</b>								
7067	VFW-P, DAV, VFW-S	200	-	200	600	600	600	600
7068	Memorial Day/Homcoming	3,024	11,000	4,703	11,000	11,000	11,000	11,000
7097	Festival Account	7,876	9,522	3,821	10,000	10,000	10,000	10,000
7098	250th Celebration	-	-	-	-	-	-	-
7076	Middlesex Canal	-	-	-	-	-	-	-
7077	Beautification	3,658	6,482	3,168	8,000	8,000	8,000	8,000
7084	Scholarship Account	4,464	5,100	5,100	5,100	5,100	5,100	5,100
	<b>TOTAL</b>	<b>19,222</b>	<b>32,104</b>	<b>16,992</b>	<b>34,700</b>	<b>34,700</b>	<b>34,700</b>	<b>34,700</b>
<b>TOTAL LIBRARY &amp; RECREATION</b>		<b>2,111,112</b>	<b>2,184,460</b>	<b>2,228,535</b>	<b>2,409,669</b>	<b>2,436,949</b>	<b>2,436,949</b>	<b>2,436,949</b>
<b>543 - Veterans Services</b>								
5110	Personnel	122,131	136,954	142,081	149,584	153,507	153,507	153,507
5190	Contractual Obligations	4,434	4,434	5,434	2,000	2,000	2,000	2,000
5400	Supplies & Expenses	3,590	4,104	14,955	15,318	16,818	16,818	16,818
5200	Contract Services/Leases	60	1,785	-	-	-	-	-
5280	Veterans Benefits	243,117	226,977	179,867	150,000	200,000	200,000	200,000
	<b>TOTAL</b>	<b>373,332</b>	<b>374,254</b>	<b>342,337</b>	<b>316,902</b>	<b>372,325</b>	<b>372,325</b>	<b>372,325</b>
<b>541 - Council on Aging</b>								
5110	Personnel	271,152	277,675	291,910	279,264	286,799	286,799	286,799
5120	Permanent Part Time	25,352	42,087	43,768	49,268	50,724	50,724	50,724
5190	Contractual Obligations	8,250	9,750	9,750	5,700	5,700	5,700	5,700
5400	Supplies & Expenses	36,588	42,109	42,270	38,510	40,100	40,100	40,100
5200	Contract Services/Leases	41,559	36,940	44,366	43,965	44,166	44,166	44,166
5256	Utilities	13,378	17,000	17,000	17,000	20,000	20,000	20,000
5800	Capital Outlay	-	-	-	-	-	-	-
	<b>TOTAL</b>	<b>396,280</b>	<b>425,561</b>	<b>449,063</b>	<b>433,707</b>	<b>447,489</b>	<b>447,489</b>	<b>447,489</b>
<b>TOTAL HUMAN SERVICES</b>		<b>769,612</b>	<b>799,815</b>	<b>791,400</b>	<b>750,609</b>	<b>819,814</b>	<b>819,814</b>	<b>819,814</b>

<b>710 - Capital</b>								
7155	Equipment	500,000	500,000	496,612	500,000	500,000	500,000	500,000
7145	Contracts	2,000,000	2,000,000	1,365,197	2,000,000	2,000,000	2,000,000	2,000,000
	<b>TOTAL</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>1,861,809</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>2,500,000</b>
<b>710 - Debt and Interest</b>								
					-	-	-	-
7150	Debt Principal - Town	823,000	820,000	1,061,625	1,051,625	2,841,625	2,841,625	2,841,625
7140	Debt Principal - School	443,000	394,000	391,000	176,000	172,000	172,000	172,000
7550	Debt Interest - Town	690,065	515,461	560,334	510,253	3,977,447	3,977,447	3,977,447
7160	Debt Interest - School	90,037	58,583	47,151	37,858	30,358	30,358	30,358
7580	New Debt - Town Interest	-	-	-	-	-	-	-
7130	Temporary Borrowing - Town	299,167	224,305	250,017	350,000	350,000	350,000	350,000
7170	New Debt - Town Interest	-	-	-	-	-	-	-
7150	Temporary Borrowing - Debt Exc	186,358	-	-	-	-	-	-
7170	High School Exclusion - Principal	1,950,000	2,040,000	2,325,000	2,425,000	2,530,000	2,530,000	2,530,000
7170	High School Exclusion - Interest	3,083,831	2,986,331	3,047,881	2,931,631	2,810,381	2,810,381	2,810,381
75XP	Parker Debt Exclusion - Principal	320,000	320,000	320,000	320,000	375,000	375,000	375,000
75XI	Parker Debt Exclusion - Interest	123,962	107,963	101,563	94,363	81,563	81,563	81,563
75XO	Debt Stabilization Appropriation	-	-	1,055,895	1,055,895	-	-	-
	<b>TOTAL</b>	<b>8,009,420</b>	<b>7,466,643</b>	<b>9,160,465</b>	<b>8,952,624</b>	<b>13,168,373</b>	<b>13,168,373</b>	<b>13,168,373</b>
<b>91070 - Town/School Shared Costs</b>								
7010	Bldg/Auto/Liab Insurance	1,300,623	1,647,834	1,765,377	1,884,108	1,978,313	1,978,313	1,978,313
7012	Health Insurance	17,163,339	17,163,339	17,563,339	19,302,110	22,776,490	22,776,490	22,776,490
7020	Workers' Compensation	737,323	753,583	715,258	866,000	866,000	866,000	866,000
7030	Unemployment Comp.	77,800	48,258	67,181	100,000	100,000	100,000	100,000
7042	Medicare	1,358,808	1,430,734	1,509,641	1,358,240	1,508,240	1,508,240	1,508,240
7052	County Retirement Assessment	14,484,999	15,426,547	16,438,951	17,456,575	18,608,931	18,608,931	18,608,931
7052	OPEB Trust Contribution	2,011,357	2,313,061	2,428,714	2,550,149	2,677,657	2,677,657	2,677,657
	<b>TOTAL</b>	<b>37,134,249</b>	<b>38,783,356</b>	<b>40,488,462</b>	<b>43,517,182</b>	<b>48,515,630</b>	<b>48,515,630</b>	<b>48,515,630</b>
<b>TOTAL TOWN &amp; SCHOOL SHARED COSTS</b>		<b>47,643,669</b>	<b>48,749,999</b>	<b>51,510,736</b>	<b>54,969,806</b>	<b>64,184,003</b>	<b>64,184,003</b>	<b>64,184,003</b>
<b>SUMMARY</b>								
	General Government	8,208,205	7,486,180	9,345,290	8,906,818	9,629,160	9,629,161	9,629,160
	Public Safety	21,728,086	21,670,226	23,587,786	24,308,079	24,409,177	24,409,177	24,409,177
	Public Works	9,610,967	10,531,465	10,184,251	11,760,758	12,144,387	12,144,387	12,144,387
	Public Education	83,447,886	87,577,648	93,338,559	98,859,754	103,037,315	103,037,315	103,037,315
	Library and Recreation	2,111,112	2,184,460	2,228,535	2,409,669	2,436,949	2,436,949	2,436,949
	Human Services	769,612	799,815	791,400	750,609	819,814	819,814	819,814
	Town/School Shared Costs	47,643,669	48,749,999	51,510,736	54,969,806	64,184,003	64,184,003	64,184,003
	<b>TOTAL</b>	<b>173,519,537</b>	<b>178,999,793</b>	<b>190,986,557</b>	<b>201,965,493</b>	<b>216,660,805</b>	<b>216,660,806</b>	<b>216,660,805</b>

**ARTICLE 13 - FISCAL YEAR 2027 WATER ENTERPRISE BUDGET**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$7,100,384 to operate the Water Enterprise Fund pursuant to M.G.L. Chapter 44 Section 53 F ½, for the fiscal year beginning July 1, 2026 and ending June 30, 2027; with the following sums being appropriated as follows:

	FY2023 EXPENDED	FY2024 EXPENDED	FY2025 EXPENDED	FY2026 BUDGETED	FY2027 DEPT REQ	FY2027 TM REC	FY2027 FIN COM REC
<b>WATER ENTERPRISE BUDGET</b>							
<i>Personnel Services</i>							
Full Time	\$ 1,442,759	\$ 1,433,271	\$ 1,578,226	\$ 1,944,228	\$ 1,892,610	\$ 1,892,610	\$ 1,892,610
Part Time				\$ -	\$ -	\$ -	\$ -
Seasonal				\$ -	\$ -	\$ -	\$ -
Flushing/Inspection	\$ 272,655	\$ 92,725	\$ 133,557	\$ 169,699	\$ 169,698	\$ 169,698	\$ 169,698
Overtime	\$ 39,975	\$ 318,701	\$ 318,701	\$ 318,701	\$ 318,701	\$ 318,701	\$ 318,701
Contractual Obligations	\$ 167,189	\$ 84,922	\$ 78,722	\$ 97,622	\$ 122,647	\$ 122,647	\$ 122,647
<b>Total</b>	<b>\$ 1,922,578</b>	<b>\$ 1,929,619</b>	<b>\$ 2,109,206</b>	<b>\$ 2,530,250</b>	<b>\$ 2,503,656</b>	<b>\$ 2,503,656</b>	<b>\$ 2,503,656</b>
<i>Expenses</i>							
Supplies and Expenses	\$ 1,329,810	\$ 1,549,839	\$ 1,658,250	\$ 1,801,351	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000
Contract Services/Leases	\$ 741,473	\$ 685,750	\$ 986,729	\$ 1,004,430	\$ 1,056,053	\$ 1,056,053	\$ 1,056,053
Utilities	\$ 90,658	\$ 110,217	\$ 120,750	\$ 75,750	\$ 226,627	\$ 226,627	\$ 226,627
Capital Outlay	\$ -			\$ -	\$ -	\$ -	\$ -
Reserve				\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000
<b>Total Expenses</b>	<b>\$ 2,161,941</b>	<b>\$ 2,345,806</b>	<b>\$ 2,765,729</b>	<b>\$ 2,964,531</b>	<b>\$ 3,215,680</b>	<b>\$ 3,215,680</b>	<b>\$ 3,215,680</b>
<i>Debt Service</i>							
Short - Term Interest	\$ 18,143	\$ 14,643	\$ 12,347	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Long - Term Principal	\$ 2,489,901	\$ 2,501,489	\$ 1,373,016	\$ 1,148,481	\$ 1,159,372	\$ 1,159,372	\$ 1,159,372
Long - Term Interest	\$ 357,258	\$ 313,412	\$ 273,016	\$ 235,695	\$ 196,676	\$ 196,676	\$ 196,676
<b>Total Debt Service</b>	<b>\$ 2,865,302</b>	<b>\$ 2,829,545</b>	<b>\$ 1,658,379</b>	<b>\$ 1,409,176</b>	<b>\$ 1,381,048</b>	<b>\$ 1,381,048</b>	<b>\$ 1,381,048</b>
<b>TOTAL BUDGET</b>	<b>\$ 6,949,821</b>	<b>\$ 7,104,970</b>	<b>\$ 6,533,314</b>	<b>\$ 6,903,957</b>	<b>\$ 7,100,384</b>	<b>\$ 7,100,384</b>	<b>\$ 7,100,384</b>

And that \$7,100,384 be raised from Water Enterprise Receipts; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 13 Explanation: This Water Enterprise Budget was established pursuant to a vote under Article 29 at the October 2014 Annual Fall Town Meeting. This budget will be funded by water user fees. The line-item budget is arranged to show the actual expenditures for three prior fiscal years, the current budget and the proposed budget for the ensuing fiscal year.

**ARTICLE 14 - FISCAL YEAR 2027 SEWER ENTERPRISE BUDGET**

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$9,889,971, to operate the Sewer Enterprise Fund pursuant to M.G.L. Chapter 44 Section 53 F ½, for the fiscal year beginning July 1, 2026 and ending June 30, 2027; with the following sums being appropriated as follows:

	FY2023 EXPENDED	FY2024 EXPENDED	FY2025 EXPENDED	FY2026 BUDGETED	FY 2027 DEPT REQ	FY2027 TM REC	FY2027 FIN COM REC
<b>Sewer Enterprise Budget</b>							
<i>Personnel Services</i>							
Full Time	\$ 1,203,921	\$ 1,256,748	\$ 1,340,865	\$ 1,393,903	\$ 1,462,891	\$ 1,462,891	\$ 1,462,891
Part Time/Seasonal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ 170,000	\$ 158,131	\$ 161,600	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
Contractual Obligations	\$ 54,075	\$ 54,075	\$ 35,800	\$ 40,900	\$ 40,900	\$ 40,900	\$ 40,900
<b>Total</b>	<b>\$ 1,427,996</b>	<b>\$ 1,468,954</b>	<b>\$ 1,538,266</b>	<b>\$ 1,604,803</b>	<b>\$ 1,673,791</b>	<b>\$ 1,673,791</b>	<b>\$ 1,673,791</b>
<i>Expenses</i>							
Supplies and Expenses	\$ 992,959	\$ 868,619	\$ 884,478	\$ 996,324	\$ 1,008,332	\$ 1,008,332	\$ 1,008,332
Contract Services/Leases	\$ 1,192,070	\$ 1,443,866	\$ 1,480,991	\$ 1,561,000	\$ 1,702,829	\$ 1,702,829	\$ 1,702,829
Utilities	\$ 38,992	\$ 42,021	\$ 47,806	\$ 215,000	\$ 333,500	\$ 333,500	\$ 333,500
Capital Outlay Reserve				\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000
<b>Total Expenses</b>	<b>\$ 2,224,021</b>	<b>\$ 2,354,506</b>	<b>\$ 2,413,275</b>	<b>\$ 2,855,324</b>	<b>\$ 3,127,661</b>	<b>\$ 3,127,661</b>	<b>\$ 3,127,661</b>
<i>Debt Service</i>							
Short - Term Interest	\$ 962,496	\$ 112,478	\$ 68,879	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Long - Term Principal	\$ 4,257,224	\$ 4,162,375	\$ 4,119,464	\$ 4,063,756	\$ 4,063,756	\$ 4,063,756	\$ 4,063,756
Long - Term Interest	\$ 1,036,792	\$ 1,044,726	\$ 959,814	\$ 874,763	\$ 874,763	\$ 874,763	\$ 874,763
<b>Total Debt Service</b>	<b>\$ 6,256,512</b>	<b>\$ 5,319,580</b>	<b>\$ 5,148,157</b>	<b>\$ 5,088,519</b>	<b>\$ 5,088,519</b>	<b>\$ 5,088,519</b>	<b>\$ 5,088,519</b>
<b>TOTAL BUDGET</b>	<b>\$ 9,908,529</b>	<b>\$ 9,143,040</b>	<b>\$ 9,099,697</b>	<b>\$ 9,548,646</b>	<b>\$ 9,889,971</b>	<b>\$ 9,889,971</b>	<b>\$ 9,889,971</b>

And that \$7,850,000 be raised from Sewer Enterprise Receipts and \$2,039,971 be raised from the tax levy; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

**Finance Committee recommends approval.**

Article 14 Explanation: This Sewer Enterprise Budget was established pursuant to a vote under Article 30 at the October 2014 Annual Fall Town Meeting. This budget will be funded by general tax revenue and sewer user fees. The line-item budget is arranged to show the actual expenditures for three prior years, the current budget and the proposed budget for the ensuing fiscal year. It is summarized by Town agency, function and/or program including any proposed capital expenditures. The Town Manager’s detailed budget and all explanatory information are available to the Town Meeting Representatives and the general public for inspection in the Town Manager’s Office, the Public Library and the Town Clerk’s Office. This information is also available in the Town Meeting Book and on the Town Manager’s Page: <http://www.town.billerica.ma.us/365/Budget-Information>. This article is a placeholder.

**ARTICLE 15 - TO ALLOW THE TOWN MANAGER AND FINANCE COMMITTEE TO TRANSFER FUNDS**

To see if the Town will vote to allow the Town Manager, upon request of a Department Head, Board or Commission, to make a transfer of funds between budget line items not-to-exceed a difference of \$5,000 from the amount voted at Town Meeting per line item for Fiscal Year 2027, with the exclusion of travel accounts, within the same department. Transfers within department line items in excess of \$5,000 for Fiscal Year 2027 must be approved by the Finance Committee. A written report from the Town Manager on all transfers of \$5,000 and under must be provided to the Finance Committee on the first Tuesday of each month; or act in relation thereto.

Submitted by the Finance Committee

*Finance Committee recommends approval.*

Article 15 Explanation: This article gives the Town Manager the authority to transfer funds between budget line items within a particular department, not-to-exceed \$5,000 per fiscal year. If the amount exceeds \$5,000, the article gives the authority to make such a transfer with the Finance Committee's approval.

**ARTICLE 16 - TO AUTHORIZE DEPARTMENTAL REVOLVING FUNDS**

To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Subsection 53E1/2, as most recently amended, to set Fiscal Year 2027 spending limits for revolving funds as follows:

<b><u>REVOLVING FUND</u></b>	<b><u>FY 2027 SPENDING LIMIT</u></b>
Wetlands By-Law	\$30,000
C.O.A. Programs	\$100,000
BEAM Program	\$2,000,000
Respite Care	\$120,000
Flu Shot Program	\$50,000

Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board and School Committee

***Finance Committee recommends approval.***

**Article 16 Explanation:** Revolving Funds are allowed under M.G.L. Chapter 44, Section 53E ½ and must be established by By-Law. Under the statute, as most recently amended, Town Meeting must authorize the funding limit of Revolving Funds each year.

**ARTICLE 17 - TO FUND PEG ACCESS CABLE TELEVISION SERVICES**

To see if the Town will vote to transfer and appropriate the sum of \$213,892.64, from the PEG Access and Cable Related Fund to be provided to BATV for support of PEG Access Cable Television Services; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 17 Explanation: Mass General Laws Chapter 44, Section 53F <sup>3</sup>/<sub>4</sub> requires that PEG Access Funds need to be appropriated at Town Meeting. The Town created the PEG Access and Cable Related Fund as part of Article 35 at the May 2019 Town Meeting.

**ARTICLE 18 - COMMUNITY PRESERVATION COMMITTEE BUDGET**

To see if the Town will act on the report of the Community Preservation Committee on the fiscal year 2027 community preservation budget and to appropriate or reserve for later appropriation monies the sum of \$1,150,000 from community preservation fund annual revenues or available funds for the administrative expenses of the community preservation committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, as follows, with each item to be considered a separate appropriation:

Appropriations:	Administrative Fund	\$ 55,000
	Debt Service	\$ 937,428
Reserves:	Community Housing Special Fund Balance	\$ 115,000
	Historic Preservation Special Fund Balance	<i>Debt Service</i>
	Open Space and Recreation Special Fund Balance	<i>Debt Service</i>
	Unreserved Fund Balance	\$ 42,572

And further, to determine whether the Town will vote to transfer from the Community Preservation Fund or otherwise fund for community preservation purposes the sum of \$ 483,067 shown below for the referenced projects; with sums appropriated hereunder to be expended under the direction of the Town Manager:

<b><u>Community Housing</u></b>		
<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
Habitat For Humanity Construction	Community Housing	\$ 120,000
NMCOG Regional Housing	Community Housing	\$ 36,067
	Total	\$ 156,067
<b><u>Historic Preservation</u></b>		
<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
Bennet Library Association	Undesignated FB	\$ 47,000
<b><u>Open Space &amp; Recreation</u></b>		
<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
BMX Track Association	Undesignated FB	\$ 30,000
Recreation Dept Phase 2	Undesignated FB	\$ 250,000
	Total	\$ 280,000
	<b>TOTAL</b>	<b>\$ 483,067</b>

Or act in relation thereto.

Submitted by the Community Preservation Committee

***Finance Committee recommends approval.***

**ARTICLE 19 - TO RESCIND PRIOR BORROWING AUTHORIZATIONS**

To see if the Town will vote to rescind the following borrowing authorizations previously approved at Town Meeting:

TM SPRING 2024 ARTICLE 24	I&I Removal Project	\$ 250,000
TM FALL 2024 ARTICLE 19	TREATMENT AIR BLOWER	\$ 800,000
<b>Total</b>		<b>\$1,050,000</b>

Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 19 Explanation: This article rescinds previous borrowing authorizations:

At Spring 24 Town Meeting Article 24 an appropriation of \$1,600,000 was approved for construction to reduce Inflow and Infiltration (I/I) from the Town's wastewater collections system. This article proposes rescinding \$250,000 of the approved funding.

At Fall 24 Town Meeting Article 19 an appropriation of \$800,000 was approved to fund the replacement of one of three Secondary Treatment Aeration Blowers. This article proposes rescinding the approved funding due to anticipated costs coming lower. The replacement of the aeration blower has been a multi-stage process over the years.

**ARTICLE 20 - TO TRANSFER AND APPROPRIATE A SUM OF MONEY FROM THE OPIOID SETTLEMENT STABILIZATION FUND TO FUND VARIOUS OPIOID-RELATED ITEMS**

To see if the Town will vote to transfer and appropriate \$40,000 from the Opioid Settlement Stabilization Fund to fund the position of a Crisis Clinician in the Police Department.

Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 20 Explanation: Since approximately 2016, the Billerica Police has been working with its contiguous communities to provide a master's level Licensed Clinical Social Worker (LCSW) to assist its police officers in crisis response. These clinicians have been critical in assisting our officers in the process of crisis de-escalation, especially for those suffering from some form of psychosis, substance use disorder, emotional challenge, or other symptoms impacting their ability to self-regulate. As we have seen nationwide, police are asked to respond to a vast array of emergency calls that require a complex set of skills. Having a Crisis Clinician as part of our team significantly improves outcomes for all involved, especially those in need of emergency assistance.

**ARTICLE 21 - 250<sup>TH</sup> ANNIVERSARY FUNDING**

To see if the Town will vote to appropriate or transfer from the General Fund Free Cash, the sum of \$35,000, for public safety, equipment and sanitation protocols in preparation for the celebration of the Town of Billerica's 250<sup>th</sup> Anniversary, said funds to be expended under the direction of the Billerica 250<sup>th</sup> Anniversary Committee; or act in relation thereto.

Certification of Vote: This petition was approved by vote of the Billerica 250<sup>th</sup> Anniversary Committee at a duly posted meeting held on 3/10/26. The Motion passed with 8 votes in favor, 0 opposed and 3 members not present.

Submitted by the Billerica 250<sup>th</sup> Anniversary Committee

*Finance Committee recommends approval.*

**ARTICLE 22 - TO FUND A FEASIBILITY STUDY ON BEHALF OF THE SHAWSHEEN VALLEY TECHNICAL HIGH SCHOOL**

To see if the Town of Billerica will transfer \$554,002 from General Fund Free Cash, for Shawsheen Valley Regional Vocational Technical School District, for the sole purpose of paying costs of a Feasibility Study on behalf of the Shawsheen Valley Technical High School, located at 100 Cook Street, Billerica, MA 01821, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee for Shawsheen Valley Regional Vocational Technical School District. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; or act in relation thereto.

Submitted by the Shawsheen Valley Technical High School Committee

*Finance Committee does not recommend approval.*

**ARTICLE 23 - TO FUND DPW EQUIPMENT**

To transfer and appropriate from various funds the sum of \$305,000 for the purchase and equipping of the following department vehicles/equipment:

To transfer and appropriate from General Fund Free Cash the sum of \$30,000 for the purchase and equipping of the following department Equipment

Varitech 500 Gallon Liquid Tank w/Spray Bar	\$30,000
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To transfer and appropriate from Water Retained Earnings Enterprise Fund the sum of \$230,000 for the purchase and equipping of the following department vehicles:

2026 Chevrolet 5500 Crane Truck (addition to fleet):	\$230,000
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To transfer and appropriate from Cemetery Sale of Lots the sum of \$45,000 for the purchase of the following department vehicle:

2026 Walker Z997M Mower	\$45,000
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Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

***Finance Committee recommends approval.***

Article 23 Explanation: This article proposes to appropriate money from this source to fund the purchasing of vehicles. The 2026 Walker Z997M Mower will replace a 2019 Walker MT25i Mower.

**ARTICLE 24 - TO FUND THE LOWELL STREET AND CONCORD RIVER CROSSING SEWER REHABILITATION PROJECT**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow, including borrowing from the Massachusetts Clean Water Trust, \$3,100,000, for the purposes of designing and constructing the Lowell Street and Concord River Crossing Sewer Rehabilitation Project, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as most recently amended by St. 1998, c.78; that to meet this appropriation the Treasurer with the approval of the Select Board is authorized to borrow \$3,100,000 and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, as most recently amended by St. 1998, c.78, including from the Massachusetts Clean Water Trust that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Select Board determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as most recently amended by St. 1998, c.78; and in connection therewith to enter into a loan agreement and/or security agreement with the Massachusetts Clean Water Trust and otherwise to contract with the Massachusetts Clean Water Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Select Board is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project costs/expenses; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

***Finance Committee recommends approval.***

**Article 24 Explanation:** This article proposes to appropriate money to fund the design, rehabilitation and replacement of deteriorating sewer infrastructure along Lowell Street, including approximately 2,300 feet of 10-inch, 12-inch, and 14-inch sewer pipe. Immediately downstream, the sewer crosses the Concord River via 300 feet of 14-inch cast iron pipe to the Ilford Pump Station. These pipes exhibit known structural defects and capacity restrictions that compromise the efficiency and reliability of the Town's Sewer Collection System.

**ARTICLE 25 - TO FUND INSPECTION AND SMOKE TESTING IN ACCORDANCE WITH THE SEWER SYSTEM EVALUATION SURVEY (SSES)**

To see if the Town will vote to transfer and appropriate the sum of \$1,100,000 from Sewer Enterprise Fund, Retained Earnings to fund the CIP Project 1 Smoke Testing & Sewer System Evaluation Survey (SSES); or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 25 Explanation: The proposed work will systematically evaluate the condition and performance of targeted portions of the sewer collection system through engineering analysis, field investigation and data assessment. The project will identify structural deficiencies, capacity bottlenecks and operational limitations that can be addressed through rehabilitation or targeted improvements. The resulting recommendations will allow the Town to strategically invest in infrastructure upgrades that increase usable capacity and extend the service life of existing assets. This work is a result of the Flow Monitoring Program performed in 2025.

**ARTICLE 26 - TO FUND THE INFLOW AND INFILTRATION REMOVAL PROJECT**

To see if the Town will vote to transfer and appropriate the sum of \$250,000 from Sewer Enterprise Fund, Retained Earnings for the rehabilitation and construction of the Town's sewer system to reduce Inflow and Infiltration (I/I) from the Town's Sewer Collections System; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 26 Explanation: This article proposes to approve funding for rehabilitation and construction to reduce Inflow and Infiltration (I/I) from the Town's Sewer Collections System as determined by closed-circuit television inspection performed by Sewer Division Staff.

**ARTICLE 27 - TO FUND REPLACEMENT OF A SECONDARY TREATMENT AERATION BLOWER**

To see if the Town will vote to transfer and appropriate the sum of \$175,000 from Sewer Enterprise Fund, Retained Earnings, to fund the replacement of a Secondary Treatment Aeration Blower including any costs incidental; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 27 Explanation: This article proposes to approve funding for the replacement of one of three Secondary Treatment Aeration Blowers that is 12+ years old (2012), and unable to obtain replacement parts.

**ARTICLE 28 - TO FUND CONVERSION OF EMULSION STYLE POLYMER TO A DRY POLYMER USED IN THE COAGULATION/MAGNETITE (COMAG) TREATMENT PROCESS**

To see if the Town will vote to transfer and appropriate the sum of \$250,000 from Sewer Enterprise Fund, Retained Earnings, to fund conversion of Emulsion Style Polymer to a Dry Polymer used in the Coagulation/Magnetite (CoMag) Treatment Process; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 28 Explanation: The Sewer Resource Recovery Facility (SRRF) has experienced issues with Whole Effluent Toxicity (WET) testing, which is required by the EPA and Massachusetts DEP. After two years of testing and consultation with experts, it was determined that the emulsion-based polymer currently used at the plant is contributing to these issues. Switching to a dry polymer will eliminate polymer as a potential source of WET test failures, reduce operating costs (currently about \$17,000 per year) and eliminate leftover emulsifying agents that must otherwise be managed and disposed of.

**ARTICLE 29 - TO FUND RESTORATION OF HISTORIC HEADSTONES**

To see if the Town will vote to transfer and appropriate from Cemetery Sale of Lots the sum of \$15,000 for the preserving, repairing and restoring the historic monuments within Town cemeteries; or act in relation thereto.

Submitted by the Town Manager, authorized by the Select Board

*Finance Committee recommends approval.*

Article 29 Explanation: This article proposes to clean, repair and reset approximately 71 damaged historic markers/headstones, each representing a vital piece of our community's history.

**ARTICLE 30 - TO AUTHORIZE THE SELECT BOARD TO LAYOUT AND ACCEPT ROADS AS PUBLIC WAYS**

To see if the Town will vote to layout and accept the following listed roads as public ways in accordance with the layouts adopted by the Select Board and on file with the Town Clerk; and to authorize the Select Board to acquire by gift, purchase, or eminent domain, such interests in land as are necessary to provide for the use and maintenance of said ways for all purposes for which public ways are used in the Town of Billerica; and further, to authorize the Select Board to execute any documents or instruments necessary to effectuate the purpose of this article; or act in relation thereto.

**Cady Street**, from Friendship Street to dead end, approximate length 265' and 30' width right of way, as depicted on the plan entitled '*Cady Street, Billerica, Massachusetts - Street Layout and Acceptance Plan Prepared for the Town of Billerica*', dated March 18, 2026, prepared by GCG Associates, Inc. (Engineering Division Plan B-5-223, Sheet 1)

**Islington Street**, from Fourth Avenue to Second Avenue, approximate length 1,240' and 40' width right of way, as depicted on the plan entitled '*Islington Street, Billerica Massachusetts - Street Layout and Acceptance Plan Prepared for the Town of Billerica*', dated January 27, 2026, prepared by GCG Associates, Inc. (Engineering Division Plan B-5-224, Sheet 1)

**Rhodes Street**, from Lake Street 610' north and from Friendship Street to dead end, approximate length 282' and 30' width right of way, as depicted on the plan entitled '*Rhodes Street, Billerica, Massachusetts - Street Layout and Acceptance Plan Prepared for the Town of Billerica*', dated March 18, 2026, prepared by GCG Associates, Inc. (Engineering Division Plan B-5-225, Sheet 1)

**Silversmith Way**, from Village Lane to cul-de-sac, approximate length 415' and 50' width right of way, as depicted on the plan entitled '*Silversmith Way, Billerica, Massachusetts - Street Layout and Acceptance Plan Prepared for the Town of Billerica*', dated January 27, 2026, prepared by GCG Associates, Inc. (Engineering Division Plan B-5-226, Sheet 1)

**Village Lane**, from High Street to cul-de-sac, approximate length 990' and 50' width right of way, as depicted on the plan entitled '*Village Lane, Billerica Massachusetts - Street Layout and Acceptance Plan Prepared for the Town of Billerica*', dated January 27, 2026, prepared by GCG Associates, Inc. (Engineering Division Plan B-5-227 Sheet 1)

Submitted by the Town Manager; authorized by the Select Board

***Finance Committee recommends approval.***

**Article 30 Explanation:** The Town is committed to continuing the acceptance of previously unaccepted roadways. This list of roads was developed from citizen requests.

**ARTICLE 31 - TO GRANT AN EASEMENT TO NATIONAL GRID FOR ELECTRIC DISTRIBUTION FOR THE NEW NORTH BILLERICA FIRE STATION**

To see if the Town will vote to authorize the Select Board to grant an easement to National Grid to set poles and attachments for the purpose of providing power and maintaining same located at 176 Boston Road (new North Billerica Fire Station), Plate 15, Parcel 131; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

*Finance Committee recommends approval.*

Article 31 Explanation: This article authorizes the Select Board to establish a permanent easement for Electric Service to the new North Billerica Fire Station.

**ARTICLE 32 - THIS ARTICLE HAS BEEN WITHDRAWN**

**ARTICLE 33 - GENERAL BY-LAW - CONSTRUCTION CONTRACTOR RESPONSIBILITY AND LABOR LAW**

To see if the Town will vote to amend the General By-Laws by adopting a new By-Law establishing contractor and subcontractor responsibility standards for taxpayer-funded construction projects subject to M.G.L. c. 149; or act in relation thereto.

**Proposed By-Law – Article XXVI Construction Contractor Responsibility and Labor Law****Section 1. Authority and Purpose**

This By-Law is adopted pursuant to the Town's authority under M.G.L. c. 30B, M.G.L. c. 149, and other applicable laws governing municipal construction procurement.

The purpose of this By-Law is to ensure that contractors and subcontractors performing taxpayer-funded construction work for the Town are responsible bidders, comply with applicable labor and wage laws, and meet minimum standards of integrity and performance as permitted under state law.

**Section 2. Responsibility Determination Based on Final Labor Law Violations**

For purposes of eligibility to bid on or perform work on Town construction contracts subject to M.G.L. c. 149, a contractor or subcontractor shall be deemed non-responsible for a period of three (3) years if the contractor or subcontractor has been the subject of a final, non-appealable determination issued by:

- The Massachusetts Department of Labor Standards,
- The Massachusetts Attorney General's Office, or
- A court of competent jurisdiction finding a violation of Massachusetts labor laws, including but not limited to:
  - Prevailing wage violations under M.G.L. c. 149 §§ 26-27H,
  - Wage theft or failure to pay wages due,
  - Willful employee misclassification, or
  - Failure to maintain or produce certified payroll records as required under M.G.L. c. 149.

**Section 3. Applicability**

This By-Law shall apply to all Town construction contracts subject to M.G.L. c. 149, including general contracts and filed sub-bid contracts pursuant to M.G.L. c. 149 §§ 44A-44H.

This By-Law shall apply to both general contractors and subcontractors, including all filed sub-bidders.

No contractor or subcontractor deemed non-responsible under this By-Law shall be eligible to be awarded a contract, listed as a filed sub-bidder, or perform work on a Town construction project during the period of ineligibility.

**Section 4. Bid Submission and Certification Requirements**

As a condition of bid submission under M.G.L. c. 149, all bidders and sub-bidders shall:

1. Disclose any final determinations described in Section 2;
2. Certify compliance with all applicable Massachusetts labor, wage, and payroll reporting laws; and
3. Certify that all information submitted in connection with eligibility and responsibility is true and complete.

Failure to provide required disclosures or submission of false or misleading information shall constitute grounds for rejection of the bid or sub-bid, or termination of any resulting contract, to the extent permitted by law.

**Section 5. Administration**

This By-Law shall be administered by the Town Manager or their designee for Town contracts and the School Superintendent or their designee for School Department contracts, who shall be responsible for:

- Reviewing bidder and sub-bidder disclosures,
- Determining responsibility consistent with this By-Law and applicable law, and
- Maintaining records of determinations.

Any determination under this By-Law shall be made consistent with M.G.L. c. 149 responsibility standards and applicable public procurement law.

**Section 6. Consistency with State Law**

This By-Law is intended to supplement, and shall be interpreted consistently with, M.G.L. c. 149 and all other applicable state procurement and public construction laws.

Nothing in this By-Law shall be construed to conflict with or expand beyond the requirements or limitations of M.G.L. c. 149 or applicable regulations governing public construction procurement.

**Section 7. Severability**

If any section, provision, or portion of this By-Law is determined to be invalid or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity of the remaining provisions.

**Section 8. Effective Date**

This By-Law shall take effect upon approval by the Attorney General pursuant to M.G.L. c. 40, § 32 and publication as required by law.

**FISCAL IMPACT STATEMENT**

This By-Law is not expected to require a direct appropriation of funds.

Any administrative costs associated with implementation, including review of contractor disclosures and maintenance of responsibility determinations, are anticipated to be minimal and absorbed within existing procurement staffing and procedures.

To the extent the By-Law improves compliance with M.G.L. c. 149 prevailing wage and payroll requirements, it may provide indirect fiscal benefits by:

- Reducing risk of construction delays, corrective work, and change orders,
- Limiting exposure to wage enforcement actions and procurement disputes, and
- Supporting fair competition among responsible bidders and filed sub-bidders.

The Town retains full authority under M.G.L. c. 149 to award contracts in the public interest. The anticipated fiscal impact is neutral to positive over time.

Submitted by John Burrows, Select Board Member

*Finance Committee recommends approval.*

**ARTICLE 34 - TO AMEND GENERAL BY-LAW, SECTION 20.4, TOWN MANAGER SCREENING COMMITTEE**

To see if the Town will vote to amend the General By-Law, Section 20.4 Town Manager Screening Committee, by inserting the bold underlined text and deleting the strike through text as follows, or act in relation thereto:

Procedure to fill a vacancy for the Town Manager – Whenever a vacancy occurs in the position of Town Manager or when a vacancy can be anticipated, the **Select Board** ~~Board of Selectmen~~ shall forthwith notify in writing the Town Clerk, the School Committee, the Planning Board, the Finance Committee, the Personnel Board, the Chairmen of the Precinct Delegations and the Committee on Rules. ~~Forthwith~~ Following said notification **within 10 business days**, members of these agencies shall meet in separate sessions to choose persons to serve as members of a committee to screen applicants for the office of Town Manager. Members of the TMSC shall be appointed as follows:

<b>Select Board</b> <del>Board of Selectmen</del>	two (2) members
School Committee	two (2) members
Planning Board	two (2) members
Finance Committee	two (2) members
Committee on Rules	one (1) member
Personnel Board	one (1) member
Chairmen of the Precinct Delegations	three (3) members

Persons chosen by each of the said agencies may, but need not be members of the agency by which they are selected to serve. Not more than ~~fourteen (14)~~ **ten (10)** days following the date of said notification to the Town Clerk, the thirteen (13) members of the Screening Committee, chosen as provided above, shall meet to organize and to plan for a process for the solicitation by appropriate means to attract suitable candidates for the position of Town Manager.

The Screening Committee shall review all applications for the position of Town Manager as may be received by it, screen all applications, and provide for interviews to be conducted with such number of candidates for the position as it may deem to be necessary or desirable.

~~Not more than~~ **The Screening Committee will have their first meeting within 7 days of the final appointment. Within** one hundred and fifty (150) days following the date of **the appointment of the full Screening Committee** ~~said notification to the Town Clerk~~, the Screening Committee shall submit to the **Select Board** ~~Board of Selectmen~~ the names of not less than three (3) and not more than five (5) candidates whom it believes to be best suited to perform the duties of the office. Within thirty (30) days following the date the list of nominees is submitted to it, the **Select Board** ~~Board of Selectmen~~ shall choose one of the said nominees to serve as Town Manager. In the event the **Select Board** ~~Board of Selectmen~~ shall fail to act on such appointment

within the said thirty (30) days, the first name on the list as submitted by the Screening Committee shall be deemed to have been appointed.

Thirty (30) days following the date the Town Manager is sworn in by the Town Clerk, the Screening Committee will be disbanded. The above provisions shall be applicable at any time a vacancy occurs or when by reason of retirement or a vacancy can be anticipated in the position of Town Manager.

Submitted by Michael S. Rosa, Select Board

*Finance Committee recommends approval.*

## **ARTICLE 35 - PROHIBITION OF CRYPTOCURRENCY ON AUTOMATED TELLER MACHINES**

To see if the Town will vote to amend the General By-Laws by adding a new Section XXVII establishing a prohibition of cryptocurrency on automated teller machines:

### **Section 1. Purpose and Intent**

The purpose of this By-Law is to protect the residents of the Town of Billerica from financial fraud, consumer deception, and other illicit activities associated with the use of cryptocurrency automated teller machines (also known as “crypto kiosks” or “virtual currency ATMs”). These machines have been identified by the Billerica Police Department as a frequent means by which individuals, often elderly, are victimized in financial scams and other criminal activities. The Town finds that prohibiting such devices serves the public interest, promotes consumer protection, and enhances community safety.

### **Section 2. Definitions**

For the purposes of this By-Law, the following terms shall have the meanings indicated:

**Cryptocurrency** – A digital or virtual currency that uses cryptography for security and operates independently of a central bank, including but not limited to Bitcoin, Ethereum, Litecoin, and similar forms of digital currency.

**Cryptocurrency Automated Teller Machine (Crypto ATM or Crypto Kiosk)** – Any self-service physical terminal, stand-alone machine, or device installed in a publicly accessible location, that allows a person to:

- a. Insert cash or use a debit/credit card to purchase cryptocurrency;
- b. Convert cryptocurrency to cash or other forms of payment; or
- c. Otherwise exchange a currency for cryptocurrency or vice versa.

### **Section 3. Prohibition**

No person, business, corporation, partnership, or other entity shall install, operate, lease, maintain, or make available any cryptocurrency automated teller machine or cryptocurrency kiosk within the geographic boundaries of the Town of Billerica.

**Section 4. Enforcement and Penalties**

1. This By-Law shall be enforced by the Billerica Police Department.
2. Each day a violation exists shall constitute a separate offense.
3. Any violation of this By-Law shall be punishable by a fine of:

**First Offense:** \$300

**Each Subsequent Offense:** \$300 per day

**Enforceable** under non-criminal disposition pursuant to **M.G.L. c. 40 s 21D.**

**Section 5. Severability**

If any section, paragraph, or provision of this By-Law shall be held invalid for any reason, the remainder shall not be affected thereby but shall remain in full force and effect.

**Section 6. Effective Date**

This By-Law shall take effect upon approval by the Attorney General of the Commonwealth of Massachusetts and its subsequent posting and publication as required by law.

Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

***Finance Committee recommends approval.***

**Article 35 Explanation:** This article proposes banning cryptocurrency ATMs in the Town of Billerica to protect residents from fraud and scams, which local police reports are frequently associated with these machines. The By-Law prohibits the installation and operation of crypto ATMs town-wide, assigns enforcement to the Billerica Police Department and establishes a \$300 per day fine for violations. This proposed article is intended to enhance consumer protection and public safety.

**ARTICLE 36 - TO VOTE TO AMEND THE ZONING BY-LAW SECTION 11.11, MBTA COMMUNITIES MULTIFAMILY OVERLAY DISTRICT (MCMOD)**

To see if the Town will vote to amend Section 11.11, MBTA Communities Multifamily Overlay District (MCMOD), of the Billerica Zoning By-Law by deleting the strike-through text and inserting the bold text as follows; or act in relation thereto:

11.11.D.3. Accessory Uses. The following uses are considered accessory as of right to any of the permitted uses in Section 11.11.D.

- a. Parking, **in accordance with Section 10.1 and** including surface parking and parking within a structure such as an above ground or underground parking garage or other building on the same lot as the principal use.

And to further amend

11.11.G.2.d. Location of Parking. Parking, either surface or structured, is not allowed between a building and the front yard lot line. On a corner lot, parking is not allowed between the building and **either street frontage** ~~the front and side yard lot lines.~~

And to further add

**11.11.G.2.i. Green Strips and Screening. The site design shall comply with Green Strips and Screening requirements, as found in Section 8.3.E.**

Submitted by Planning Board

***Finance Committee recommends approval.***

Article 36 Explanation: The Planning Board has completed their review of the first project within the newly adopted MBTA Communities Multifamily Overlay District. In doing so, they believe these three edits to the standards will help them apply the same quality and predictability of design standards to all sites in town, regardless of zone. Specifically,

Referencing Section 10.1's parking lot standards makes townwide standards like minimum parking space dimensions and landscaping visibly applicable.

Altering the Location of Parking restriction from front and side "yards" to "either street frontage" clarifies the intent to place parking areas behind buildings as it relates to public ways (the area known as "side yards" on corner lots according to Section 8.3.C.1).

Referencing Section 8.3.E's green strips and screening requirements makes townwide standards like landscaped areas around lot perimeters and building perimeters visibly applicable.

**ARTICLE 37 - TO VOTE TO AMEND THE ZONING BY-LAW SECTION 4.7**

To see if the Town will vote to amend Section 4.7 Site Plan Approval of the Zoning By-Laws (Fall 2025) by deleting the strike through text and inserting the underlined text as follows; or act in relation thereto:

**4.7 Site Plan ~~Approval~~ Review**

- A. Purpose. ~~This section of the By-Law encourages well-planned site developments that are~~ The purpose of site plan review is to ensure that development occurs in a manner that is harmonious with established land uses, circulation systems, and the natural environment in the Town, in addition to being efficient in function and maintaining or improving public health and safety. This section provides requirements for three tiers of review to provide an objective, efficient, predictable, and equitable review process.
- B. Objectives. The objectives of Site Plan Review include:
1. Protection of adjoining premises on the site;
  2. Convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent streets, property, or improvements;
  3. Adequacy of the methods for disposal of sewage, refuse, and other waste resulting from the uses permitted or permissible on the site;
  4. Adequacy of surface water drainage including protection of groundwater;
  5. Adequacy of ingress and egress;
  6. Adequacy of off-street loading and unloading of vehicles, goods, products, and materials incidental to the uses permitted or permissible on the site;
  7. Adequacy of lighting such that all lighting and other sources of illumination, whether interior or exterior, and all intense light emanating from operations or equipment shall be shielded from direct view at normal eye level from adjacent properties;
  8. Adequacy of landscaping and open space to screen, buffer, and separate adjoining uses;
  9. Compatibility with the surrounding neighborhood including size and character of the proposed buildings and site improvements; well-designed site planning which acts to enhance and highlight site features and the surrounding neighborhood; and buildings which not only relate functionally and aesthetically to each other but also which are sensitive to the context of the surrounding area.
  10. Preservation of historic buildings and sites including their renovation, conversion and alteration.
- C. ~~Site Plan Review Special Permit Granting Authority. The SPGA for Section 4.7 shall be the Board designated in Table 1, the Table of Use Regulations.~~

Applicability. Site plan review is required for the construction, exterior alteration, or change of use of any nonresidential, mixed-use, or multi-family building or structure, and for certain site improvements as defined in the Planning Board's Rules and Regulations.

Applications shall be reviewed at one of three tiers, determined by the following thresholds. If a site plan application meets the qualifications of multiple tier categories, the highest applicable tier shall govern.

1. Administrative Site Plan Review. An administrative site plan review is required for any of the following types of improvements:

- a. New nonresidential, mixed-use, or multi-family construction of less than 1,000 square feet gross floor area;
- b. Additions between 500 and 999 square feet gross floor area to an existing nonresidential, mixed-use, or multi-family structure;
- c. A change of use with no increase in parking or traffic demand;
- d. Construction or expansion of a commercial parking lot by up to four parking spaces;
- e. The restriping of an existing parking area;
- f. Any plan resulting in a site disturbance of less than 2,500 square feet;
- g. Installation of a solar energy system when site plan review is required; or

Modifications to properties with prior site plan approval that have been determined to be a minor change, and the plan has yet to be built out.

2. Minor Site Plan Review. A minor site plan review is required for any of the following types of improvements:

- a. New nonresidential, mixed-use, or multi-family construction between 1,000 square feet and 4,999 square feet gross floor area;
- b. Additions between 1,000 square feet and 2,499 square feet gross floor area to an existing nonresidential, mixed-use, or multi-family structure;
- c. A change of use that increases traffic or parking demand;
- d. A commercial parking lot that adds between 5 and 14 new parking spaces, either through new construction or expansion;
- e. Any plan resulting in a site disturbance between 2,500 square feet and 9,999 square feet; or

Modifications to properties with prior site plan approval that have been determined to be a significant change, and the plan has yet to be built out.

3. Major Site Plan Review. A major site plan review is required for any of the following types of improvements:

- a. New nonresidential, mixed-use, or multi-family construction of 5,000 square feet gross floor area or larger;
- b. Additions of 2,500 gross floor area or more to an existing nonresidential, mixed-use, or multi-family structure;
- c. Any project requiring a special permit from the Planning Board;

- d. Construction or expansion of a commercial parking lot or structure by 15 or more parking spaces;
- e. Any plan resulting in a site disturbance of 10,000 square feet or more;
- f. Any plan resulting in site alterations that make changes to public sidewalks;
- g. Any plan resulting in site alterations that require new curb cuts or traffic generating uses;

Modifications to properties with prior site plan approval that have been determined to be a significant change, and the plan has been built out.

4. Exemptions. The following shall be exempt from site plan review:

- a. Any additions to an existing nonresidential, mixed-use, or multi-family structure of less than 500 square feet gross floor area;
- b. Temporary uses; and

Single family homes.

D. ~~Applicability. Site Plan Review approval is required for all uses listed as subject to site plan approval as set forth in the Table of Use Regulations.~~

Review Authority and Coordination with Other Permits.

Upon review the Site Plan Review application for completeness, the Planning and Community Development Department staff shall determine the tier of review and whether review by the Zoning Board of Appeals is required. Staff may consult with the Building Commissioner in this determination.

- 1. Review authority: There shall be administrative site plan review, minor site plan review, and major site plan review. Administrative procedures and details related to these tiers of review are outlined in §4.7.F.
- 2. Special permit and site plan review. Where an activity or use requires both site plan review and one or more special permits the Planning Board shall be the Special Permit Granting Authority. When both a special permit and site plan review are required, they shall be considered together under the provisions of §4.7.
- 3. Variances and site plan review. Where a project requires both a variance and site plan approval, the variance shall be obtained from the Zoning Board of Appeals prior to submission of an application for Site Plan Review to the Planning Board. The Planning Board shall not accept or act upon a site plan that depends upon zoning relief not yet granted. The Planning Board may submit comments and recommendations to the Zoning Board of Appeals prior to their public hearing.

E. ~~Application Requirements. The applicant shall file the following information together with an Application and the required filing fee as set forth in the rules of the SPGA:~~

- A. ~~Form: A Civil Engineer, registered in Massachusetts, shall prepare and certify the site plan, which shall be clearly and legibly drawn on mylar to a maximum scale of 1" = 40'.~~

- B. ~~Size of Plan: All sheets that make up the original plan shall be 24" x 36".~~
- C. ~~Number of Copies: The applicant shall provide copies of each plan for purposes of review by other boards, agencies, officers, and outside consultants, as designated in the SPGA Rules. The number of copies to be provided shall be set forth in the SPGA Rules.~~
- D. ~~Contents: A site plan and supporting documents shall at a minimum show the following information:~~
- ~~a. Metes and bounds of the property, area of the property, north point, scale, and date;~~
  - ~~b. Name, address, and signature of the person preparing the site plan stamped with that person's Massachusetts Registration number and seal;~~
  - ~~c. Name and address of the record owner or owners of the property and street address of the property with street number, if one exists at the time of application;~~
  - ~~d. Names of all abutters to the property as they appear in the most recent certified tax list;~~
  - ~~e. The existing topography of the land at two (2) foot contour intervals, Mean Sea Level Datum;~~
  - ~~f. Location, width, and names of all existing and proposed streets that affect the property and are within 100 feet of the property;~~
  - ~~g. Location and width of all existing and proposed easements that affect the property;~~
  - ~~h. Existing and proposed carrying capacity and level of service of the streets that serve the property;~~
  - ~~i. Location and outline of all existing and proposed buildings and structures on the property;~~
  - ~~j. The basement and first floor elevations, the height, and use of all existing and proposed buildings on the property;~~
  - ~~k. Location and outline of cesspools, septic tanks, leaching areas, and wells on the property;~~
  - ~~l. Location and outline of existing public sewers available to serve the site;~~
  - ~~m. Location and outline of proposed access to trunk lines, capacity of the trunk lines, and available increases in flow;~~
  - ~~n. The location of all present and proposed utility systems, including sewage disposal; water supply lines; and telephone, cable, and electrical lines;~~
  - ~~o. Location, size, and type of all existing and proposed storm drains, culverts, catch basins, headwalls, invert elevations and depths, endwalls, hydrants, manholes, drainage swales, percolation tests, storm drainage, and drainage facilities, including adjacent existing waterways and drainage ditches to serve the site and with all calculations for the proposed drainage system;~~
  - ~~p. Profiles of the proposed drainage system together with details of all proposed structures.~~
  - ~~q. An illumination plan showing the location, height, intensity, and bulb type (e.g., fluoresceent, sodium, incandescent) of all external lighting fixtures, and including the direction and illumination and methods proposed to eliminate glare onto adjoining properties;~~
  - ~~r. The location, height, size, and design of all proposed signage;~~
  - ~~s. The location, type of surface, and type of screening of rubbish collection areas and type of container(s);~~

- t. ~~The location of existing major site features, such as rock ridges, ledge outcroppings, wetlands, water retention or detention areas, brooks, bodies of water, waterways or canals, tree lines, and isolated trees to be cleared that are of a 12-inch diameter or greater;~~
- u. ~~A landscape plan showing all buffer areas and the size and type of plant materials to be provided and indicating all proposed changes to existing major site features.~~
- v. ~~The proposed finished topography of the site at two (2) foot contour intervals, Mean Sea Level Datum;~~
- w. ~~The location and description of a permanent type bench mark on or adjacent to the property;~~
- x. ~~The location and description of the bench mark used in establishing the topography;~~
- y. ~~Zoning classification for the property and zoning district lines if the property lies in one or more zoning districts or abuts a zoning district;~~
- z. ~~Where applicable, the location of wetlands and flood plain protection district boundaries;~~
- aa. ~~Description of plans to prevent erosion of soil during and after construction, excessive run-off, and flooding of other properties, if applicable;~~
- bb. ~~The location and type of surface of all existing and proposed parking areas, loading areas, maneuvering areas, driveways, fire lanes, accesses, and walkways, which shall include wheelchair ramps and crosswalks;~~
- cc. ~~The delineation of each parking space, showing the size of a typical parking space for domestic and imported cars, block totals for number of spaces, with the final number of parking spaces noted on the plan in an obvious place;~~
- dd. ~~Traffic flow patterns within site entrances and exits and existing and proposed daily and peak traffic and street capacity levels of ingress and egress streets and drives; site distances of ingress and egress streets and drives onto adjacent streets; loading and unloading areas on the site; and curb cuts on the site and within 100 feet of the site;~~
- ce. ~~For new construction or alterations to any existing building or structure, the area of the building or structure to be used for the proposed use or uses; maximum number of employees; and where applicable, maximum seating capacity; and identification of any federal or state permits required for the project.~~
- ff. ~~A description of the hours of operation of the proposed use.~~
- gg. ~~Deed: A copy of the owner's deed giving a legal description of the site or other evidence of authority or interest of the applicant, whenever the applicant is not the owner of the subject property, such as an executed purchase and sales agreement or appointment as agent of the owner.~~
- hh. ~~Other Permits: Copies of existing variances or special permits applicable to the property, including the book and page reference with the Middlesex North Registry of Deeds.~~

Site Plan Review of Exempt Religious, Educational, Child Care Uses, and Large-Scale Solar Energy Uses.

1. Applicability. Religious and educational uses, Day Care Centers, and school age childcare programs, and Large-Scale Solar Energy Systems, as those uses are defined in this By-Law; which are partially excepted from local zoning regulation by M.G.L. Chapter 40A, §3, shall be

subject to a modified Site Plan Review process as specified by the rules and regulations outlined in this section. The thresholds for tiered site plan review shall apply to these uses.

2. Procedures.
  - a. Demonstration of Qualification. In order to qualify for the modified Site Plan Review standards in §4.7.H, an applicant must satisfy the Building Commissioner that the use is exempt under M.G.L. Ch. 40A, §3.

General Review Procedure. Site Plan Review for these uses shall be reviewed by the Planning Board, with specific review criteria specified in §4.7.H.

- ~~F. Approval Process. A site plan special permit shall be subject to the approval process set forth in the rules adopted by the SPGA. This may require a Technical Review performed by an engineer or other applicable consultant and may include an Architectural Review of those issues called out elsewhere in this section.~~

Procedures.

1. Applicants shall submit an application for site plan approval to the Planning Board in accordance with the Planning Board Rules and Regulations.
2. The Planning Board or its designee shall review and act upon the site plan, requiring such conditions as necessary to satisfy the Review Standards, and notify the applicant in writing of its decision.
  - a. Administrative Site Plan Review: the Planning Board’s designee(s) shall render a decision within 45 calendar days of receipt of a complete accepted application, unless extended by mutual agreement. The Planning Board designee(s) may refer administrative site plan review projects to the Planning Board if it is the determination of the designee that the potential impacts of the project require review by the Planning Board. The applicant may also request Planning Board review.
  - b. Minor Site Plan Review: Conducted by the Planning Board at a regularly scheduled or special meeting. The Board shall render a decision within 60 calendar days of a complete accepted application unless extended by mutual agreement.
  - c. Major site plan review. Conducted by the Planning Board at a noticed and advertised public hearing in accordance with MGL c.40A, §11. The Planning Board may employ peer review services for major site plan review, in accordance with the Planning Board Rules and Regulations. The Planning Board will hold a public hearing within 65 calendar days of receipt of a complete accepted application, and shall render a decision within 150 calendar days from the date of submission of a complete application, unless extended by mutual agreement.
3. Security for Site Plan Approval. As a condition of granting site plan approval, the Planning Board may require that the performance of the conditions and observance of the safeguards and limitations imposed on the project be secured by a proper bond or a deposit of money or

- negotiable security sufficient in the opinion of the Planning Board to secure performance of the conditions and observance of the safeguards and limitations of such site plan approval.
4. Failure of the applicable body or its respective designee(s) to act within the required time periods shall be deemed constructive approval.  
The applicant may request, and the Planning Board may grant by majority vote as constituted, an extension of the time limits set forth herein.

~~G. Review Criteria. In making its decision, the SPGA shall consider the following:~~

- ~~1. Buildings, Structures, and Site Character: All buildings, structures, and uses of the property shall comply with the use and special permit requirements and dimensional, parking and loading, and signs and lighting regulations of this By Law.. Any property subject to a variance shall comply with the provisions of the variance and need not comply with the section of the Zoning By Law that was varied. Unless otherwise provided by this By Law, any change, substantial extension of a use, reconstruction, extension, or alteration of a pre-existing nonconforming building, structure, or use that requires site plan approval shall comply with this section.~~
- ~~2. Traffic: Adequate access shall be provided to serve the proposed use, building, or structure. Adequate access shall include provision for emergency and fire access and convenient and safe vehicular and pedestrian movements within the site and in relationship to adjoining streets and surrounding properties.~~
- ~~3. Parking, Loading, and Lighting: Safe and adequate parking, lighting, internal traffic control, and off-street loading and unloading shall be provided to permit normal operation of the proposed use.~~
- ~~4. Storm Water and Site Drainage: All storm water and site drainage shall comply with the requirements of any Town By-Laws or rules and regulations pertaining to storm water and site drainage, other than Subdivision Rules and Regulations.~~
- ~~5. Utilities: All utilities shall comply with the requirements of any Town By-Laws or rules and regulations pertaining to utilities. Moreover, all utilities shall be designed in accordance with the requirements of the utility company to which they are associated.~~
- ~~6. Town Services: Unreasonable demands shall not be placed on Town services and infrastructure.~~
- ~~7. Vegetation and Landscaping: Whenever possible, existing vegetation and landscaping amenities shall be preserved to lessen the impact of the proposed use, building, or structure on surrounding properties, and the proposed use, building, and structure shall be integrated into the existing landscape through use of vegetative buffers, introduction of plant materials, slope protection, and retention of open space.~~

~~Wetlands: The issuance of a site plan approval special permit shall be conditioned on obtaining and complying with any Order of Conditions issued by the Billerica Conservation Commission under the Wetlands Protection Act, G.L., c. 131 and on the Rules and Regulations of the Billerica Board of Health.~~

Building Permit. An application for a building permit shall be accompanied by an approved site plan. The applicant shall satisfy or comply with all conditions of the site plan review decision prior to the issuance a building permit except for those conditions that by their terms are intended to be satisfied during construction or later. No building permit shall be issued by the Building Commissioner without the written approval of the site plan by the Planning Board.

1. Unless specifically authorized by the terms of the site plan review decision, a final certificate of occupancy shall not be issued until the applicant has complied with or satisfied all conditions of the site plan review decision and the Building Commissioner has notified the Planning Board of such determination.

~~H. Security for Site Plan Approval Special Permits. The SPGA, as a condition of granting a site plan approval special permit may require that the performance of the conditions and observance of the safeguards and limitations imposed on the special permit be secured by a proper bond or a deposit of money or negotiable security sufficient in the opinion of the SPGA to secure performance of the conditions and observance of the safeguards and limitations of such special permit.~~

General Review Standards. The Planning Board in its regulations shall establish standards for site plan review of activities and uses that will at a minimum address the following:

1. Siting of facilities;
2. Open space, natural features, and the landscape;
3. Wetlands;
4. Circulation and connectivity;
5. Safe, effective and efficient transportation systems;
6. Protection of surface and ground water quality;
7. Signage; and
8. Public safety.

~~I. Effective Date. No site plan approval special permit or any modification, extension or renewal thereof shall take effect until a copy of the decision has been recorded in the Middlesex North Registry of Deeds. The decision shall bear the certification of the Town Clerk that 20 days has elapsed after the decision has been filed in the office of the Town Clerk and that no appeal has been filed, or if an appeal has been filed, it has been dismissed or denied.~~

Waivers. The Planning Board may, upon written request of the applicant, waive or modify strict compliance with the submission requirements or general review standards if it finds that such waiver is in the public interest and consistent with the intent and purposes of this section.

~~J. Time Limitation and Required Report on Site Plan Approval Special Permit. A site plan approval special permit shall lapse if a substantial use thereof has not commenced except for good cause or, in the case of a permit for construction, if construction has not commenced except for good cause within a period to be specified by the SPGA, not to exceed two years from the date of grant thereof.~~

Lapse. Site plan approval shall lapse if substantial use or construction has not commenced within the following time frames:

1. Administrative Site Plan Review: substantial use or construction has not commenced within two (2) years of the date of approval
2. Minor Site Plan Review: substantial use or construction has not commenced within three (3) years of the date of approval
3. Major Site Plan Review: substantial use or construction has not commenced within three (3) years of the date of approval, or if construction has not been substantially completed within six (6) years after such commencement except for good cause.

Approvals may, for good cause, be extended in writing by the Planning Board upon the written request of the applicant.

K. Regulations. The Planning Board shall adopt and may amend Rules and Regulations consistent with this section to provide detailed submission requirements, application procedures, design standards, and review timelines.

L. Effective Date. No site plan approval ~~special permit~~ or any modification, extension or renewal thereof shall take effect until the following a copy of the decision has been recorded in the Middlesex North Registry of Deeds. The decision shall bear the certification of the Town Clerk that 20 days has elapsed after the decision has been filed in the office of the Town Clerk and that no appeal has been filed, or if an appeal has been filed, it has been dismissed or denied.

M. ~~Appeal. An appeal from a decision of the SPGA may be taken in accordance with G.L. c. 40A, § 17.~~ Any decision of the Planning Board or its designee(s) pursuant to this §4.7 shall be appealed in accordance with G.L. c. 40A, s. 17.

And to further amend the following sections to account for the changes in Section 4.7 Site Plan Approval

Section 6.2.E: Use Regulations, General

E. Site plan review is required for the construction, exterior alteration, or change of use of any nonresidential, mixed-use, or multi-family building or structure, and for certain site improvements specified under Section 4.7. ~~Any non-residential building with an aggregate sum of 5,000 square feet gross floor area or greater per site shall require site plan approval special permit by the Planning Board. This includes any additions to an existing, non-residential building that increases the aggregate sum of the gross floor area to more than 5,000 square feet per lot.~~

Section 6.3.B Table of Use Regulations, DELETE:

~~SA — A use requiring a special permit and site plan approval from the Planning Board~~

Section 6.5.C.1.d.(i) Special Regulations for Solar Energy Conversion Systems (SECS), AMEND reference to:

~~“A, B, E (except subsection 1), G, I, J, and K”~~ to “Section 4.7”

Section 6.5.C.2.c.(i) Special Regulations for Solar Energy Conversion Systems (SECS), AMEND reference to:

~~“A, B, E (except subsection 1), G, I, J, and K”~~ to “Section 4.7”

Section 8.3 General Regulations, subsection E.7, Green Strips and Screening, AMEND reference to:

~~“Special Permit”~~ to “Review”

Section 11.7, Mill Conversion and Reuse Overlay District (MCROD), subsection D., AMEND:

Special Permit. Uses other than those allowed within the underlying zone(s) require a special permit pursuant to Section 4.3 by the Planning Board and a Site Plan approval by the Planning Board pursuant to Section 4.7 of this By-Law. No other uses or structures shall be permitted in conjunction with a project except as specifically stated herein.

Section 11.7, Mill Conversion and Reuse Overlay District (MCROD), subsection F.1.a AMEND:

(i) A site plan and all supporting documents, as set forth in Section 4.7 of this By-Law and pursuant to the Planning Board Rules and Regulations.

~~(ii) A plan at a scale of 1" = 40' showing the topography of the site at a minimum of two-foot contour intervals. The plan must use the Massachusetts State Plane (NAD 83) coordinate system and include vegetation and special features including wetlands, perennial streams and ponds, waterways, waterfalls, canals and dams, trees of more than 8 inches caliper, rock outcroppings, slopes in excess of fifteen percent (15%), existing and proposed trails and walkways, vistas, structures of historical importance, biological or wildlife habitats, and proposed and existing conservation or recreation easements.~~

~~(iii) A plan illustrating preliminary landscaping and architectural design, showing types, locations and layout of buildings and elevations as well as the general height, bulk and appearance of structures. Perspectives may be required at Board's discretion.~~

~~(iv)~~ ii) A floor plan to scale for each floor of each building indicating where applicable, the number of units by type, the number of bedrooms per dwelling unit, the proposed use(s) of floor space and the location of affordable dwelling units.

(viii) A plan for the care, custody and control of all dams, canals and water rights located on the site or owned or controlled by the applicant.

Section 11.8 Medical Marijuana Overlay District (MMOD), subsection F, AMEND:

Exemption from RMD Special Permit Requirement. RMDs that demonstrate they are protected pursuant to the agricultural exemption under G.L. c.40A §3 are not required to obtain a special permit but shall apply for Site Plan Review ~~Approval~~ pursuant to Section 4.7 of this By-Law.

Submitted by the Planning Board

***Finance Committee recommends approval.***

Article 37 Explanation: Current Site Plan regulations are triggered by one criteria: that a building be over 5,000sf. At that point, a public hearing with extensive review costs and a requirement for a special permit discretionary finding are imposed, regardless of how simple the scope may be, and if the use is otherwise permitted by right. This trigger does not account for significant site work alone, nor for buildings less than 5,000sf. It also does not address modifications to existing sites.

The Town contracted with Barrett Planning Group in 2024 for a Zoning Diagnostic Report, which provided two specific recommendations on this topic: to uncouple the requirement for a special permit in the Site Plan section (where special permits are already required or not based on the Table of Uses) and to consider adopting “tiers” of site plan review, such as a minor/administrative and a major which could better balance the intensity of review to the scope of the proposal.

The Town contracted with Northern Middlesex Council of Governments (NMCOG) through a grant for District Local Technical Assistance to address these issues and recommendations. The proposed By-Law is a result of this work and will streamline the site plan review process, reduce unnecessary delays for small projects, reinforce Billerica as a business-friendly community, and align the Town with best practices in zoning and land use regulation.

**ARTICLE 38 - ESSA FOSTER CARE TRANSPORTATION REIMBURSEMENT**

To see if the Town of Billerica will vote to authorize the Superintendent of the Billerica Public Schools to enter into Memoranda of Understanding (“MOUs”) with the Massachusetts Executive Office of Health and Human Services (“EOHHS”), Department of Elementary and Secondary Education (“DESE”), and/or the Department of Children and Families (“DCF”) in order for the Billerica Public Schools to receive Federal reimbursements for transportation of students in foster care under the Federal Title IV-E Claiming of Transportation Expenditures for Children in Foster Care Program and to authorize that payments for foster care transportation under the MOUs will be made from the reimbursement(s) recovered as a result of the foster care transportation services being performed without appropriation of such reimbursements pursuant to M.G.L. c. 44, § 70; and to authorize the Superintendent to otherwise act in accordance with the MOUs and M.G.L. c. 44, § 70 relative to foster care transportation and reimbursement therefore; or act in relation thereto.

Submitted by the Billerica School Committee

***Finance Committee recommends approval.***

Article 38 Explanation: Following the School Committee’s affirmative vote on January 20, 2026, and the Select Board’s vote on February 2, 2026, this Article ensures the Billerica Public Schools can enter into said agreements with EOHHS, DESE and DCF, so that the School District can be eligible to receive Federal Title IV-E reimbursements for transporting children in foster care to their school or origin, which transportation is required by the Federal Every Student Succeeds Act (“ESSA”).

**ARTICLE 39 - TO VOTE TO DEED CERTAIN TOWN-OWNED PARCELS TO THE CONSERVATION COMMISSION**

To see if the Town will vote, pursuant to G.L. Chapter 40, Subsection 15A, to transfer the following parcels of land from the Select Board to the Conservation Commission for active and passive recreation, open space and conservation purposes, provided, however, that use of the parcels for the installation, maintenance, repair and operation of utilities including, but not limited to, water, sewer and stormwater, and supporting infrastructure, both above and below ground, shall be permitted, and whereby such parcels shall be subject to the protections of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts and G.L. Chapter 3, Subsection 5A;

Land to be Transferred (Assessor's Map and Parcel):

Map 100 parcel 162-0, 163-0, 164-0, 168-0, 169-0, 170-0, 171-2, 172-0, 174-0, 176-0, 178-0, 179-0, 182-0, 185-0, 186-0, 188-0, 190-0, 191-0, 192-0, 29-0, 30-0, 32-0, 34-0, 35-0, 36-0, 38-0, 39-0, 40-0, 41-1, 41-3, 44-0, 46-0, 48-0, 50-0, 51-0, 52-0, 53-0  
Map 99 parcel 516-0, 518-0, 519-0  
Map 106 parcel 3-0

or act in relation thereto.

Submitted by Michael S. Rosa, Select Board Member, on behalf of the Open Space and Recreation Committee.

***Finance Committee recommends approval.***

Article 39 Explanation: This article is seeking to transfer forty-two (42) Town-owned parcels from the Select Board to Conservation for protection. These parcels are in the floodplain of Shawsheen River tributaries and are predominantly wetlands. The deed will include language allowing the DPW to install infrastructure such as, but not limited to, water, sewer and stormwater and supporting infrastructure if needed. This article serves the same purpose as 2025 Fall Town Meeting Warrant Article 31, which passed with 133 votes in favor and 9 opposed. The Open Space and Recreation Committee voted unanimously to submit this article.

**ARTICLE 40 - TO VOTE TO DEED CERTAIN TOWN-OWNED PARCELS TO THE CONSERVATION COMMISSION**

To see if the Town will vote, pursuant to G.L. Chapter 40, Subsection 15A, to transfer the following parcels of land from the Select Board to the Conservation Commission for active and passive recreation, open space and conservation purposes, provided, however, that use of the parcels for the installation, maintenance, repair and operation of utilities including, but not limited to, water, sewer and stormwater, and supporting infrastructure, both above and below ground, shall be permitted, and whereby such parcels shall be subject to the protections of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts and G.L. Chapter 3, Subsection 5A;

Land to be Transferred (Assessor's Map and Parcel):

Map 59 parcel 80-0 & 85-0  
Map 90 parcel 119-0, 121-0 & 218-0  
Map 102 parcel 1-0

Or act in relation thereto.

Submitted by Michael S. Rosa, Select Board Member, on behalf of the Open Space and Recreation Committee

***Finance Committee recommends approval.***

Article 40 Explanation: This article is seeking to transfer six (6) Town-owned parcels from the Select Board to Conservation for protection. These parcels were removed from Warrant Article 31 of the 2025 fall Town Meeting because the DPW requested more time to review them. The DPW is now in favor of transferring these properties because there will be language in the deed allowing the DPW to install infrastructure such as, but not limited to, water, sewer and stormwater and supporting infrastructure if needed. This article serves the same purpose as 2025 Fall Town Meeting Warrant Article 31, which passed 133 votes in favor and 9 opposed. The Open Space and Recreation Commission voted unanimously to submit this article.

**ARTICLE 41 - TO TRANSFER A PARCEL OF LAND KNOWN AS CIDERMILL PROPERTY TO THE SELECT BOARD FOR ACTIVE AND PASSIVE RECREATION, OPEN SPACE AND CONSERVATION PURPOSES**

To see if the Town will vote, pursuant to G.L. Chapter 40, Subsection 15A, to transfer a certain parcel of land known as the Cidermill Property, located off of Andover Road, containing 41.03 acres, more or less, and described in a deed recorded with the Middlesex Registry of Deeds in Book 35347, Page 53, and also shown on Assessors Map 51 as Parcels 75-0, 60-27 and 54-3, to the Select Board for active and passive recreation, open space, and conservation purposes, including, but not limited to, the construction and installation of playground equipment, seating, bleachers, and buildings containing bathrooms, meeting space, and equipment-storage, as well as the installation of utilities and facilities necessary to support the uses allowed on the site, and whereby such parcel shall be subject to the protections of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts and G.L. Chapter 3, Subsection 5A; or act in relation thereto.

Submitted by Daniel Darris-O'Connor, Select Board Member

*Finance Committee recommends approval.*