



**TOWN OF BILLERICA
SELECT BOARD MINUTES
AUGUST 11, 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: Acting Town Manager Christopher Dillon, Assistant Town Manager Robert Maynard and Recording Secretary Dawn McDowell

Call to Order 6:00 PM

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

The Pledge of Allegiance was recited.

1. Open Microphone

Deam Jenkins of 195 Concord Road - Mr. Jenkins from Landmark LLC He wanted to give an update on the Homeless Veterans lodging on Concord Road that was approved in April 2024. They have run into funding problems because they rely on the State. The promised funding has not materialized. We are going to provide transitional housing and we would like to discuss the possibility of a LIP to help local veterans.

Steve Strykowski of 16 River Street, Apt. 6A – Mr. Strykowski stated that he has two items. People don't stop for the flashing lights and people are almost getting hit. We need to step up traffic enforcement. The second issue is that Member Favreau has been helping people with BSAP. He judges her on he treats him and he supports her.

Billy Reed of 16 River Street – Mr. Reed stated that the center is not safe for pedestrian even with the flashing lights. He almost got hit.

Carole Reardon of Pinedale Ave – Ms. Reardon stated that there was supposed to be dugouts on the Girls Softball field at PHR but they were not installed. Chris Sennott offered to build them but was told that is not what the Town wants. She would like to know why? Ms. Reardon also stated that the sidewalks in Pinehurst are great but it's different in other areas of the Town. We need to do better. She would like an update from the Town Manager for the Chapter 90 funding and the increase we received. We don't have to all like each other and people make mistakes but employees should feel safe at work. She agrees with the censure.

Barbara Reedy of 10 Maplewood Ave – Ms. Reedy stated that there have been hostile behaviors of the two male Select Board members and nothing happens. Secretary Darris-O'Connor needs to stop harassing Member Favreau because of the BSAP incident and the center project. This board has violated the Town Charter and Vice Chair Burrows, Secretary Darris-O'Connor and Chair Pavidis pulled a coo.

Kelley Sardina of 95 Gray Street – Ms. Sardina asked that Open Mic be changed to the middle of the meeting or the end to give time to residents to get here. As far as Member Favreau, the Board can't do anything but recall her. This Select Board needs to work together. What happened with Secretary Darris-O'Connor and the BSAP was wrong. An elected official can't go into another Board without this Board's approval but Member Favreau went to the Board of Health. She should apologize to the employees she harassed.

Diana Saunders of 20 Oxford Road – Ms. Saunders stated that this board needs to work together. There are more important things that need to be done. We should stand behind our Town employees. The Board fighting is pulling the community apart.

Marlies Henderson of 31 Sprague Street – Ms. Henderson stated that we are trying to attract a new Town Manager and new business and the actions of the Board are not helping and you should withdraw Agenda Item #7. Everyone has dirty laundry. This is damaging the reputation of the Board and the Town and the former Town Counsel cautioned on censuring.



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Dan Burns of 12 Nolte Road – Mr. Burns stated that he is concerned with the handling of Member Favreau. We are a laughing stock. Everyone should be treated with respect. The censure will not help with improving the Board, it is only to embarrass. There should be a process created on dealing with issues between Select Board members and Town Employees. We should support our employees and get back to supporting our residents.

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

The Board honored Robert Maynard for his dedicated work over the last three years. He will be missed as he moves on to a new position.

4. National Wellness Month

Secretary Darris-O'Connor read the National Wellness Month proclamation. HR Director Michele Riviera accepted the proclamation.

5. International Overdose Awareness Day – August 31, 2025 – Requested by Vice Chair Burrows

Secretary Darris-O'Connor read the International Overdose Awareness Day for August 31, 2025. Member Favreau thanked Vice Chair Burrows for putting this on the agenda.

6. National Recovery Month – September 2025 – Requested by Member Favreau

Secretary Darris-O'Connor read the National Recovery Month for September 2025. Member Favreau stated that this is a painful reminder and we need to stand together. She asked her younger brother to come here and accept this. She also thanked the members of BSAP and Town Hall will recognize this important month with purple lights.

7. Select Board Resolution to Censure Member Favreau for Violations of the Town Charter and Select Board Code of Conduct – Discussion and Possible Vote – Requested by Secretary Darris-O'Connor

Chair Pavidis stated that this decision was not made lightly. We want to get past this and stop the internal fighting. She wants to apologize on behalf of the Board. Everyone makes mistakes and we don't have to like each other but we need to focus on the job of this Board.

Secretary Darris-O'Connor stated that he is going to read the censure resolution and vote. Member Favreau stated point of order. The agenda says discussion and possible vote, so you can't just vote. Secretary Darris-O'Connor read the resolution. Secretary Darris-O'Connor stated that there is a lot going on and this Board unanimously voted for the investigation. Taxpayers money was spent and results were provided but nothing was done. He supports our employees and Member Favreau has to be held accountable for her action.

Member Rosa stated That there are no circumstances in which it is OK to disrespect our town employees as they do a great job in their various roles. Our town is lucky to have the people we have working for Billerica. I do not condone in any way what transpired with Selectwoman Favreau and that can't ever happen again by her or anyone else but a censure means nothings. She is an elected official. There is no definition to censure in our bylaws, policies and procedures of the board or code of conduct. At the Board meeting of 1-9-2023 Town Council Mark Rich stated "that only one body can discipline an elected official and that is the voters in the town. To censure a member is like a slap on the wrist. The Select Board does not have the authority over other elected officials. There is no prohibition on adding an enforcement clause but he issued a caution. A censure is basically a public embarrassment and there is no statutory provision." Vice Chair Burrows and Secretary Darris-O'Connor both violated Select Board policy, Professional standards and OCPF violations so should they be censured. We need to work as a team to benefit the



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residents and set a policy to benefit the town. It's ok to disagree but it needs to be respectfully. He does not support this action. (see attachment for complete statement)

Vice Chair Burrows stated that unfortunately we can't agree to disagree and because of Member Favreau actions, we have lost good employees. Other members wanted to censure Mike Riley but it was not done. When he removed Member Favreau from all the chair appointments, Member Rosa added her back on. He was campaigning and has done nothing for 27 years. We need to let staff do their job. It's not our job to interfere with day to day.

Member Favreau stated that to clarify, she was not added back to all the committees. She has been called unhinged, a criminal and this has been a political witch hunt. Town Counsel has said that a censure was extreme measure and under minds democracy. Secretary Darris-O'Connor is under investigation now for State ethics violations, he called a judge was an idiot. This is retaliation and not good government. If she did everything she is being accused of, the police would have been involved. We need to get to real work.

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board resolution to censure Member Favreau for violations for Town Charter and Select Board Code of Conduct. The motion was seconded by Vice Chair Burrows and voted 3-2-0.

Secretary Darris-O'Connor stated that this is a formal condemnation. Member Favreau had every opportunity to apologize and never did. She just tries to deflect.

Member Favreau stated that she is going to exercise all her rights under the law and the censure was premature.

Public Hearings

8. Public Hearing – National Grid and Verizon #31120803 – National Grid to install (1) 55' Class H1 Pole beginning ~500' southeast of the centerline of the intersection of Rangeway Road between Pole 19 and Pole 18 on the same side of the road. The new Pole will be labeled Pole #18-50

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31120803 at 7:02 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Byran Sathler from National Grid joined the meeting.

Member Rosa asked if any abutters contacted National Grid with concerns and if the DPW comments have been read and you must call water and sewer department to mark them. Mr. Sathler replied there have been no abutters and yes they will call the water and sewer directly to have the lines marked.

There were no questions from the audience in person or via Zoom.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing for National Grid #31120803 at 7:03 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve NG #31120803. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

9. Public Hearing – National Grid and Verizon #31168685 - National Grid to install (1) new JO pole (Pole #14-50) on Salem Road beginning at a point ~380' east of the centerline of the intersection of Pollard Street and Floyd Street (Aka 10 Parlmont Park)

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31168685 at 7:04 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Byran Sathler from National Grid joined the meeting.



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Member Rosa asked if abutters contacted National Grid with any concerns and he pointed out that in the DPW comments that there is a conflict with the mark out and the pole and they must have a site visit before digging. Mr. Sathler replied there have been no abutters and yes they will call the water and sewer directly to have the lines marked and will schedule a site visit.

There were no questions from the audience in person or via Zoom.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing for National Grid #31168685 at 7:06 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve NG #31168685 as discussed. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

10. Public Hearing – National Grid and Verizon #31162556 - National Grid to install (1) new JO pole (Pole #15-50) on Salem Road beginning at a point ~460' east of the centerline of the intersection of Pollard Street and Floyd Street (Aka 10 Parlmont Park)

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31162556 at 7:07 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Byran Sathler from National Grid joined the meeting.

Member Rosa asked if abutters contacted National Grid with any concerns and he pointed out that in the DPW comments that there is a conflict with the mark out and the pole and they must have a site visit before digging. Mr. Sathler replied there have been no abutters and yes they will call the water and sewer directly to have the lines marked and will schedule a site visit.

There were no questions from the audience in person or via Zoom.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing for National Grid #31162556 at 7:08 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve NG #31162556 as discussed. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

New Business (Quick Items)

11. Discussion and Possible Vote on Election Workers for FY26 Appointment Request – Requested by Town Clerk Donna McCoy

Donna McCoy, Town Clerk appeared to request approval for the election workers for FY26.

Secretary Darris-O'Connor stated that he appreciates all the volunteers.

Member Rosa stated that he is going to abstain because his mother is a poll worker.

MOTION - Secretary Darris-O'Connor made a motion to approve the Election Workers for FY26 as presented. The motion was seconded by Member Rosa and voted 4-0-1. Member Rosa abstained from voting.

MOTION - Secretary Darris-O'Connor made a motion to approve the Town Meeting Checkers as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

12. Discussion and Possible Vote on General Obligation Building Bond – Bond Anticipation Note (BAN) – Requested by Town Treasurer Elaine Russo

Elaine Russo appeared for the general obligation building bond Bond Anticipation Note (BAN).

There were no questions.



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MOTION - Secretary Darris-O'Connor made a motion as the clerk of the select board of the Town of Billerica, Massachusetts. "the Town" certified that at a meeting of the board held on August 11, 2025, of which all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody: Vote to approve the sale of \$50,480,000 general obligation building bonds of the town dated August 19, 2025, "the bonds" to Jannie Montgomery Scott, LLC at the price of \$52,689,726.18 and accrued interest, if any is hereby approved and confirmed. The bonds shall be payable on August 15 of the years in the principal amounts and bear interest at the respective rates as presented to the board by the town treasurer.. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion as the clerk of the select board of the Town of Billerica, Massachusetts "the Town" certified that at a meeting of the board held on August 11, 2025, of which all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody: Vote to approve the sale of \$23 million, 4% general obligation bonds anticipation notes of the town dated August 19, 2025, and payable August 19, 2026,"the notes" to Jeffreys, LLC in accrued interest, if any, plus a premium of \$307,280 The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

13. Request for (4) 18" x 24" Signs on Town Property – 2 at the Town Common, 1 at PHR and 1 at Vietnam Veteran's Park for the Great Lowell Bicycle & Pedestrian Plan (GLBPP) Survey from August 12, 2025 to August 19, 2025 – Requested by Marlies Henderson

Marlies Henderson appeared on the request for signs. Ms. Henderson stated that this is a request of NMCOG. These signs will have a QR code that will bring you to a survey for bike and walking paths. They are requesting the signs go up tomorrow through August 31st.

MOTION - Secretary Darris-O'Connor made a motion to approve the requested signs for NMCOG from August 12th to August 31st. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

14. KHD, Inc. dba High Octane Harley Davidson located at 1 Chelmsford Road – Change of Date of 1-Day Special Wine and Malt License and Entertainment FROM Sunday, August 31, 2025 from 5:00 PM to 9:00 PM TO Saturday, August 30, 2025 (Previously Approved on March 3, 2025) – Requested by KHD, Inc.

Cameron Fazekas from KHD Inc appeared for a change of a one-day beer and wine license. They are requesting of changing an already approved day from Sunday, August 31st to Saturday, August 30th.

MOTION - Secretary Darris-O'Connor made a motion to change the date of a one-day beer and wine license and entertainment from Sunday, August 31st to Saturday, August 30th. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

15. Request for (4) 18" x 24" Signs on the Common for the Solomon Post VFW #8819 Penny Sale Fund Raiser from October 9, 2025 to November 9, 2025 – Requested by Member Rosa

Member Rosa stated that this is a request for signs for the Penny Sale Fund Raiser on October 9th at the VFW.

MOTION - Secretary Darris-O'Connor made a motion to approve the signs as requested. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

16. New Common Victualler's License for Snowdaes Co, LLC dba Snowdaes located at 99 Chelmsford Road, Nyden Heng, Manager

Jen Heng appeared for a new Common Victualler license. They currently operate the same type of shop in Lowell.

Member Rosa asked if they have received their food license yet. Ms. Heng replied not year, they are waiting for their counter to be installed and then they will get the inspection and the license.



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MOTION - Secretary Darris-O'Connor made a motion to approve the new Common Victualler's license for Snowdaes Co, LLC dba Snowdaes located at 99 Chelmsford Road with Nyden Heng as Manager with the ours of operation from 12:00 PM to 9:00 PM Sunday-Saturday, incorporate the ZBA Special Conditions #1-#7 and approval of the Board of Health. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

17. Discussion and Possible Vote to Approve the 5th Annual Freedom Road Race for September 7, 2025 sponsored by the VFW Post #2597 starting and ending at the Billerica Moose Club located at 104 Boston Road

William West appeared for the approval of the 5th Annual Freedom Road Race in recognition of Charles Tedford who was killed in Vietnam. Mr. West stated that the race will be on September 7th and sponsored by the VFW Post #2597 and will be starting and ending at the Billerica Moose Club. They have the support of the Police Department. The race will start at 10:00 AM.

MOTION - Secretary Darris-O'Connor made to motion to approve the 5th Annual Freedom Road Race as requested. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Appointments

Presentation

18. Discussion and Possible Vote – Final Design Plans for the North Billerica Fire Station

Mark LaLumiere, Building Commissioner appeared for discussion on the North Billerica Fire Station. Mr. LaLumiere stated that we have 100% design drawings are out for the cost estimates. The original discussion was for 3 bays but there are site constraints and they couldn't fit the third bay but both bays are double bays. We already have the ZBA approval and are going to the Planning Board tomorrow night. They also have the support of the abutters. Chief Cole walked the neighborhood and spoke with the abutters.

Member Rosa thanked Mr. LaLumiere for the update. Mr. LaLumiere added that the project is on schedule and the property next door is going to be a convenience store and gas station.

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

Chief Frost and Deputy Magnan appeared for the discussion on the preliminary design of the police station. Chief Frost stated that we need to have a professional building. He has never come before the Town asking for a large capital improvement project but the current station is in dire need. The proposed design will double the size of the EMS. PRA and Left Field has created a proposal to showcase our needs and invest in the future.

Chair Pavidis asked if there was any consideration to a new building vs. renovation. Chief Frost stated that this building is a brick and mortar solid building. It is where it is but we want to make it more inviting.

Aaron Eisenburg from PRA joined the meeting. The building is sound and roughly the appropriate size needed but the interior needs modification and there will be a small space added. Mr. Eisenburg gave a presentation. There are priorities that need to be addressed including the 30% goal of female officers.

Vice Chair Burrows asked what the existing square footage is. Chief Frost replied about 25,000 SF. Vice Chair Burrows stated that seems too small for 128 employees. Bedford has half the employees but has over 44,000 SF. We should look at building a new station. Chief Frost stated that Mr. Main had suggested that a needs assessment. The physical building is capable of moving forward. We are trying to perform to our mission statement and we are good with the renovations. In an ideal world, having a new state of the art station would be great but we need to work with reality.

Deputy Magnan stated that we worked hard on this and this will work for us for the next 20-30 years. Chief Frost added that the goal is to have a top notch facility and this renovation will do that.



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Secretary Darris-O'Connor thanked the Chief for meeting with him today. We should be fiscally committed to the Police Department. He would support a new building but that would not support the timeline. He would support the renovation. We can have discussion with a new building in the future.

Member Rosa thanked the Chief for the information. We have a new DPW, Rec Center and Fire Station. We could also have a new Shawsheen Tech, a new Middle School and a new COA. Where does that leave us with the debt schedule? Mr. Dillon stated that we need to look deeper at the financing. Member Rosa stated that he supports the PD but we need to know the debt schedule. He would like to hold this for the next meeting and analysis both options.

Committee Reports

Old Business

20. Discuss Outcome of Vote on Motion to Rescind Prior Board Vote Allocating Free Cash and Overlay Surplus for 2" Water Line Replacement – Requested by Secretary Darris-O'Connor

Secretary Darris-O'Connor stated that we voted at the last meeting to rescind the vote from the previous meeting. It was a 3-2 vote and during that meeting it was said that it was not a legal vote because it needed a super majority vote but our legal counsel provided an opinion that it was a valid vote, so the motion stands.

Member Rosa read the legal opinion. He is disappointed that you would rescind a motion that assisted residents with replacing the 2" water lines for fire protection, flushing lines and health safety. We just found out about this about 2 years ago. The original motion would have accelerated this schedule by a year, improving the quality of life for all the residents in that area of Pinehurst. Secretary Darris-O'Connor stated that we have the water line replacement as a priority and are funding it.

Member Favreau stated that the legal opinion states we should take action to correct the vote and Secretary Darris-O'Connor questioned if this was being taken from free cash and what the free cash certification was. She doesn't understand why this was asked of Town Counsel. Secretary Darris-O'Connor stated that it was asked to clarify that the vote taken at the last meeting was legal, and it was.

Vice Chair Burrows stated that vote taken at the last meeting stands. A super majority was not needed. Vice Chair Burrows thanked Secretary Darris-O'Connor for doing the due diligence and this is an acknowledgment that the motion at the last meeting was correct and passed 3-2. We put one-time funding with ARPA towards replacement of the 2" water lines. The schedule is in place for the water line replacement.

Member Favreau stated that the original motion included free cash. Member Rosa stated that the original motion was to use free cash and surplus to accelerate the 2" water line replacement and as Vice Chair Burrows said, it was important enough to use ARPA money. Member Favreau stated that the original motion was not to use all free cash. Member Rosa relied that was correct, it was to use free cash or the overlay surplus.

21. Discussion and Possible Vote – Commercial and Industrial Economic Development Policy – 2nd Reading – Requested by Member Rosa

Member Rosa stated that he added comments he received from the Planning Director which included references to the bylaw, adding MGL references and including language for tenants.

Chair Pavidis stated that it looks good.

MOTION - Member Rosa made a motion to approve the Commercial and Industrial Economic Development Policy as presented. The motion was seconded by Member Favreau. After the following discussion it was voted 3-2-0. Vice Chair Burrows and Secretary Darris-O'Connor voting against.

Secretary Darris-O'Connor stated that this is really not a EDC policy. There is already the authority to waive the fees. Why would we want to lose revenue. There is a fee waiver policy and we allow TIFFs.



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Vice Chair Burrows stated that this is an Economic Development killer. We are creating more red tape. The waiver is already in effect and this just creates another layer and duplicating efforts. He will not supporting this.

Member Rosa stated that this is a fee waiving policy. The Building Commissioner requested the change and it is not more red tape.

Member Favreau stated that the Building Commissioner agreed to this at the previous meeting. Secretary Darris-O'Connor stated that nothing in this policy helps Economic Development.

New Business

22. Draft Preliminary Warrant Discussion – October Town Meeting

Mr. Dillon stated that the deadline for the warrant is August 18th. There are a lot of placeholders but he doesn't know actual numbers yet.

Member Rosa stated that on Article #5, didn't we vote to increase the amount. Mr. Maynard stated that \$1.8 million for Town Meeting stays the same, the extra is within our budget. Member Rosa stated that Article 26, the Open Space and Recreation Committee voted to move this forward. There are 30 properties to transfer from the Select Board to the Conservation. Most of the properties are along the Concord River. The Planning Director will send the list out to all the departments to see if the Town has a need for any of the properties. Member Rosa stated that there is another article that deals with the use table and the changes we discussed at our special meeting.

Chair Pavidis asked if there are any school articles. Mr. Dillon replied that they will have their collective bargaining articles and school facility articles.

23. Discussion and Possible Vote on Installation of a 30 MPH Speed Limit Sign and Electronic "Speed Notification" Sign on Treble Cove Road Near House #130 – Requested by Member Rosa

Member Rosa stated that he received this request from a resident. They are looking for a flashing sign or a regular sign.

Chair Pavidis asked how do we prioritize these requests. Is there a policy? Member Rosa stated that the Traffic Management Committee was disbanded so when we get these requests, we send them to the Traffic Safety Officer.

MOTION - Member Rosa made a motion, with the approval of the Traffic Safety Officer, to put up a 30 MPH speed sign around house #130 Treble Cove Road. The motion was seconded by Member Favreau. The following discussion occurred and a new motion was made.

For Discussion: Secretary Darris-O'Connor said there was already a sign right around this house. We are Road Commissioners but not traffic experts. This should go through the Police Department.

Member Rosa said that if the Traffic Safety Officer determines that it shouldn't be done, then it won't be done.

Vice Chair Burrows stated that we should look at making the whole Treble Cove Road 30 MPH. Member Rosa stated that he would take that as a friendly amendment. Secretary Darris-O'Connor stated that this should not be done without a traffic study. This motion was changed to the following:

MOTION - Member Rosa made a motion that the Board approve a 30 MPH speed limit from Boston Road, the extent of Treble Cove Road, to Biagiotti Way contingent on the approval of the Traffic Safety Officer. The motion was seconded by Member Favreau and voted 4-1-0. Secretary Darris-O'Connor voting against.

24. Discussion and Possible Vote on Installation of (2) Two Slow Deaf Child Sign Around 13 Sycamore Lane – Requested by Member Rosa

Member Rosa stated that this was another request. They provided their grandsons medical records that states he is deaf. There is currently an existing Slow Child sign and they would like to change it to a Slow Deaf Child sign and add one at the other end of Sycamore Lane.



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MOTION - Member Rosa made a motion that the Board approve the installation of (2) slow deaf child signs on Sycamore Lane with the approval of the Traffic Safety Officer. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0.

25. Discussion and Possible Vote – Complete Streets Policy Review – Requested by Member Favreau

Member Favreau stated that this was approved in 2017 but there has been a lack of review since then. This requires annual review including sidewalk plan review, funding strategy, etc. She has several questions including: When was the last annual review? If done, where can it be found? What about the sidewalk inventory and maintenance plan? What about the complete street document including the principal into infrastructure and planning of the complete streets.

Mr. Dillon stated that he would need to look into these questions.

MOTION - Member Favreau made a motion that the Select Board initiate a comprehensive review with the Town Manager. The motion was seconded by Member Rosa and after the following discussion was voted 2-3-0. Vice Chair Burrows, Secretary Darris-O'Connor and Chair Pavidis voting against. The motion fails.

Mr. Maynard stated that this is another example of Member Favreau having zero conversation with Town staff on this item.

Secretary Darris-O'Connor stated that he is confused with this. He can't vote in favor of this.

Member Rosa stated that this may not necessarily need a vote. We can ask the Town Manager to investigate this with staff and get it back on track based on what they find.

Vice Chair Burrows stated that typically, a board member would send an email to the Town Manager with questions and they get back to us with answers. This was done in spite. If this fell through the cracks, then address it with the Town Manager, not in a public meeting.

Secretary Darris-O'Connor agreed. This was set up to surprise Town Management.

Member Rosa stated that complete streets is a good policy and we should ask the Town Manager for an update.

26. Discussion and Possible Vote – Town-wide Sidewalk Inventory and Maintenance Plan – Requested by Member Favreau

Member Favreau stated that there was a member in 2017 and there is no sidewalk maintenance plan so this omission violates the Master Plan. There should be confirmation of inventory of the maintenance of sidewalks.

Secretary Darris-O'Connor stated that members should act professionally and ask the Town Manager for the information. This was set up for gotcha.

Member Rosa stated that Member Favreau is on the Master Plan Committee and this definitely should be addressed. This should be a simple request to the Town Manager for an update and recommendation on this item as well as agenda item #27.

MOTION - Secretary Darris-O'Connor made a motion to table agenda items 25-27. The motion was seconded by Vice Chair Burrows. A vote was never taken.

Member Favreau stated point of order, if this was done it would be an open meeting violation.

Chair Pavidis asked that the Town Manager review these items and get an update.



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27. Discussion and Possible Vote – Paving Plan and Budget – Requested by Member Favreau

Member Favreau stated that there some questions in FY26. There is \$950,000 for funding Billerica venture sidewalk and asked what this is, there is \$500,000 for a complete street grant – this needs to be clarified if this needs to be amended and there was a supplemental budget for Chapter 90 with an increase of \$500,000, she would like clarification of how this will be used. We also need to look at consolidating the information on the website.

Mr. Dillon stated that he will look at this information and get an update.

28. Discussion and Possible Vote – Extension of Acting Town Manager’s Contract Until a Permanent Town Manager is Appointed – Not to Exceed 3 Months – Requested by Chair Pavidis

This item will be discussed after the Executive Session.

Approval of Meeting Minutes

29. June 2, 2025 Regular Meeting

30. June 11, 2025 Special Meeting

Member Rosa asked that this be continued until he can review these two sets of minutes.

Member Favreau stated that she also has some issues and clarification with both sets of minutes.

Secretary Darris-O’Connor stated that minutes are not transcriptions. Our meetings are video and the minutes should be basic.

MOTION - Secretary Darris-O’Connor made a motion to approve the Select Board minutes of June 11, 2025 and July 21, 2025. The motion was seconded by Vice Chair Burrows. After the following discussion, no vote was taken.

Member Rosa asked that these two minutes be held to come to a consensus. Chair Pavidis agreed and they will be continued until our next meeting.

31. July 21, 2025 Special Meeting

MOTION - Secretary Darris-O’Connor made a motion to approve the Select Board meeting minutes of July 21, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Meeting Schedule

September 8, 2025 and September 22, 2025

Chair Pavidis asked if we could move the September 8th meeting to September 15th. The Select Board agreed and the meeting will be moved.

Executive Session

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

Secretary Darris-O’Connor stated that we are going into Executive Session to discuss the Acting Town Manager.

Secretary Darris-O’Connor stated that we will return from Open Session to vote on Agenda Item 28.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
AUGUST 11, 2025**

MOTION - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L. c. 30A, § 21(a) (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Acting Town Manager at 9:10 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 Rosa voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye, and Chair Pavidis voted Aye.

Chair Pavidis called the regular meeting back to order at 9:23 PM.

28. Discussion and Possible Vote – Extension of Acting Town Manager’s Contract Until a Permanent Town Manager is Appointed – Not to Exceed 3 Months – Requested by Chair Pavidis

MOTION - Secretary Darris-O'Connor made a motion to extend the Acting Town Manager’s contract until a permanent Town Manager is appointed not to exceed 3 months. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

MOTION - Vice Chair Burrows made a motion to adjourn the regular meeting of August 11, 2025 at 9:25 PM. The motion was seconded by Secretary Darris-O'Connor 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>



**TOWN OF BILLERICA
SELECT BOARD MINUTES
AUGUST 11, 2025**

Call to order 6:00 PM

1. **Open Microphone – No Exhibits**

Announcements

2. **Vacancies on Boards and Committees**– dated 08/11/25
3. **All other announcements may be viewed on the Town of Billerica website – No Exhibits**

Proclamation and Public Recognition

4. **National Wellness Month – August 2025 – Requested by Vice Chair Burrows – Proclamation Updated**
5. **International Overdose Awareness Day – August 31, 2025 – Requested by Vice Chair Burrows**
Proclamation Updated
6. **National Recovery Month – September 2025 – Requested by Member Favreau** Proclamation Updated
7. **Select Board Resolution to Censure Member Favreau for Violations of the Town Charter and Select Board Code of Conduct – Discussion and Possible Vote – Requested by Secretary Darris-O'Connor**
Resolution Updated

Public Hearings

8. **Public Hearing – National Grid and Verizon #31120803 – National Grid to install (1) 55' Class H1 Pole beginning ~500' southeast of the centerline of the intersection of Rangeway Road between Pole 19 and Pole 18 on the same side of the road. The new Pole will be labeled Pole #18-50 – NG Application dated 06/04/25, DPW Comments dated 07/25/25, Contractor Acknowledgement dated 07/28/25, Electrical Comments dated 07/21/25, Traffic Safety Comments dated 07/30/25, Abutters List dated 07/14/25, Public Hearing Notice undated**
9. **Public Hearing – National Grid and Verizon #31168685 - National Grid to install (1) new JO pole (Pole #14-50) on Salem Road beginning at a point ~380' east of the centerline of the intersection of Pollard Street and Floyd Street (Aka 10 Parlmont Park) – NG Application dated 06/23/25, DPW Comments dated 08/04/25, Contractor Acknowledgement dated 08/06/25, Electrical Comments dated 08/04/25, Traffic Safety Comments dated 08/04/25, Abutters List dated 07/24/25, Public Hearing Notice undated**
10. **Public Hearing – National Grid and Verizon #31162556 - National Grid to install (1) new JO pole (Pole #15-50) on Salem Road beginning at a point ~460' east of the centerline of the intersection of Pollard Street and Floyd Street (Aka 10 Parlmont Park) – NG Application dated 06/23/25, DPW Comments dated 08/04/25, Contractor Acknowledgement dated 08/06/25, Electrical Comments dated 08/04/25, Traffic Safety Comments dated 08/04/25, Abutters List dated 07/24/25, Public Hearing Notice undated**

New Business (Quick Items)

11. **Discussion and Possible Vote on Election Workers for FY26 Appointment Request – Requested by Town Clerk Donna McCoy – Memo from D. McCoy dated 08/01/25**
12. **Discussion and Possible Vote on General Obligation Building Bond – Bond Anticipation Note (BAN) – Requested by Town Treasurer Elaine Russo – Memo from E. Russo dated 08/07/25**
13. **Request for (4) 18" x 24" Signs on Town Property – 2 at the Town Common, 1 at PHR and 1 at Vietnam Veteran's Park for the Great Lowell Bicycle & Pedestrian Plan (GLBPP) Survey from August 12, 2025 to August 19, 2025 – Requested by Marlies Henderson – Email from A. Regassa dated 07/29/25**
14. **KHD, Inc. dba High Octane Harley Davidson located at 1 Chelmsford Road – Change of Date of 1-Day Special Wine and Malt License and Entertainment FROM Sunday, August 31, 2025 from 5:00 PM to 9:00 PM TO Saturday, August 30, 2025 (Previously Approved on March 3, 2025) – Requested by KHD, Inc. – Email from C. Fazekas dated 07/28/25, Email from D. McDowell dated 07/28/25**



**TOWN OF BILLERICA
SELECT BOARD MINUTES
AUGUST 11, 2025**

- 15. Request for (4) 18" x 24" Signs on the Common for the Solomon Post VFW #8819 Penny Sale Fund Raiser from October 9, 2025 to November 9, 2025 – Requested by Member Rosa – Email from M. Rosa dated 08/05/25**
- 16. New Common Victualler's License for Snowdaes Co, LLC dba Snowdaes located at 99 Chelmsford Road, Nyden Heng, Manager – Billerica Application dated 08/06/25, ZBA Special Permit dated 06/25/25**
- 17. Discussion and Possible Vote to Approve the 5th Annual Freedom Road Race for September 7, 2025 sponsored by the VFW Post #2597 starting and ending at the Billerica Moose Club located at 104 Boston Road – Memo from VFW Post 2597 undated, Email from T. McKenna dated 07/16/25**

**Appointments
Presentation**

- 18. Discussion and Possible Vote – Final Design Plans for the North Billerica Fire Station – Plans from TGAS dated 06/14/25, North Billerica Fire Station dated 2025**
- 19. Discussion and Possible Vote – Preliminary Design for the Police Station Presentation dated 08/11/25**

**Committee Reports
Old Business**

- 20. Discuss Outcome of Vote on Motion to Rescind Prior Board Vote Allocating Free Cash and Overlay Surplus for 2" Water Line Replacement – Requested by Secretary Darris-O'Connor – Memo from Brooks & DeRensis dated 07/17/25**
- 21. Discussion and Possible Vote – Commercial and Industrial Economic Development Policy – 2nd Reading – Requested by Member Rosa – Policy undated**

New Business

- 22. Draft Preliminary Warrant Discussion – October Town Meeting – Draft Preliminary Warrant undated**
- 23. Discussion and Possible Vote on Installation of a 30 MPH Speed Limit Sign and Electronic "Speed Notification" Sign on Treble Cove Road Near House #130 – Requested by Member Rosa – Email from M. Rosa dated 07/31/25**
- 24. Discussion and Possible Vote on Installation of (2) Two Slow Deaf Child Sign Around 13 Sycamore Lane – Requested by Member Rosa– Email from M. Rosa dated 07/31/25**
- 25. Discussion and Possible Vote – Complete Streets Policy Review – Requested by Member Favreau – Complete Street Policy dated 03/06/17, FY17 Massachusetts Community Development Block Grant Program**
- 26. Discussion and Possible Vote – Town-wide Sidewalk Inventory and Maintenance Plan – Requested by Member Favreau – Memo from A. Alkhatib dated 08/01/25**
- 27. Discussion and Possible Vote – Paving Plan and Budget – Requested by Member Favreau – Town of Billerica FY26 Paving Plan, Paving and Pavement Preservation 2025 undated, New Flash dated 03/21/25, Annual Paving Program undated, Traffic Items from Board of Selection dated 07/11/16**
- 28. Discussion and Possible Vote – Extension of Acting Town Manager's Contract Until a Permanent Town Manager is Appointed – Not to Exceed 3 Months – Requested by Chair Pavidis – Employment Contract dated 05/06/25**

Approval of Meeting Minutes

- 29. June 2, 2025 Regular Meeting – Memo from D. McDowell dated 08/07/25, OML Checklist**
- 30. June 11, 2025 Special Meeting– Memo from D. McDowell dated 08/07/25, OML Checklist**



**TOWN OF BILLERICA
SELECT BOARD MINUTES
AUGUST 11, 2025**

31. July 21, 2025 Special Meeting – Minutes Undated

Meeting Schedule

September 8, 2025 and September 22, 2025

Executive Session

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

Approved On: December 15, 2025