



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

RECEIVED

2025 DEC 01 12:32

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

webinar id: 834 7713 8002

BILLERICA SELECT BOARD AGENDA

DECEMBER 08, 2025 @ 6:00 PM

**365 BOSTON ROAD, THOMAS CONWAY HEARING ROOM #205 AND HYBRID VIA
ZOOM**

Call to order 6:00 PM

1. Open Microphone

Announcements

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

Proclamation and Public Recognition

Public Hearings

4. **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
5. **Public Hearing – Transfer** of an On-Premises All-Alcohol License §12 Restaurant, Common Victualler License, and Entertainment (Weekday & Sunday) License **FROM** Triple Sushi Inc. dba Nana Seven **TO** Hinoki Japanese Steakhouse, Inc. dba Hinoki Japanese Steakhouse at the premises located at 199 Boston Road, Billerica, MA.

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
7. Discussion on DAV Banner Program – Requested by Veteran's Services Director Donnie Jarvis and Robert Kinsman, DAV
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
9. New Common Victualler's License – 1975 LLC dba Frango's located at 199 Boston Road

Appointments

10. Bonded Constable for the Town of Billerica – Daphne Gill

Presentation

Committee Reports

Old Business

11. Town Manager's Report

12. 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 \$100 Market Basket Gift Cards for Veteran's During the Holidays
- xii. Donation of \$100 Market Basket Gift Cards for Veteran's During the Holidays
- xiii. Donation of \$100 Market Basket Gift Cards for Veteran's During the Holidays

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 arraignment (Estimated Value \$300)

c. Recreation Center

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

New Business

13. 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 – 17 out of 20 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 - 37 out of 39 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)

Approval of Meeting Minutes

14. August 11, 2025 Regular Meeting
15. September 6, 2025 Special Meeting
16. September 15, 2025 Regular Meeting
17. October 6, 2025 Regular Meeting
18. November 3, 2025 Regular Meeting

Meeting Schedule

December 15, 2025 and January 5, 2026

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 regarding Town Counsel**
21. **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**
22. **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**

Business Name	Address
All Alcohol (Package Stores) (9 out of 9)	
129 Liquors	252 Salem Road
Augusta Liquors	599 Boston Road
Billerica Liquors	255 Boston Road
Easy Liquors	240 Nashua Rd, Unit A
Georgios Liquors	480 Boston Road, Units G & G1
Kelly's Iron Horse Liquors	134 Pollard Street
Lincoln Liquors	199 Boston Rd, Units 7 & 8
Towne Wine & Spirits	700 Boston Road
Turnpike Market	509 Middlesex Turnpike
Wine & Malt Package Stores (3 out of 9)	
Jim's Quick Stop	502A Boston Road
One Stop	722 Boston Road
Shop & Go	326 Salem Road
All Alcohol Restaurants (21 out of 45 includes (3) Club & (4) Hotels)	
Casa Blanca Mexican Restaurant & Cantina	99 Chelmsford Rd, Unit #1
Champions Indoor Golf	446 Boston Road
Emerald Rose	785 Boston Road
Garrison's	303 Boston Road
Jade Pacific Restaurant	770 Boston Road
Jon Ryan's Pub	56 Chelmsford Road
Los Altos Mexican Restaurant & Cantina	446 Boston Road
Nana Japanese Steak House	199 Boston Road
99 Restaurant & Pub	160 Lexington Road
99 Restaurant & Pub	672 Boston Road
Pinehurst Tavern	786 Boston Road
Purple Bamboo Restaurant	265 Boston Road
River View Restaurant	263 Nashua Road
Santang Infinity	15 Middlesex Turnpike
Stelios Family Restaurant	293 Boston Road
Turnpike Market Restaurant	509 Middlesex Turnpike
Wuloon Ming Restaurant	8 Chelmsford Road
All Alcohol Club	
Billerica Moose Lodge #2648	104 Boston Road
Billerica Lodge of Elks #2071	14 Webb Brook Rd
VFW Post (Solomon) #8819	12 Phinney Street
All Alcohol Hotels	
Courtyard by Marriott Billerica	270 Concord Road
Wine & Malt Restaurants (4 out of 9)	
22 Commune	164 Lexington Road
Hungry Tiger Restaurant	700 Boston Road
Mangia Mangia	430 Boston Road
Sichuan Gourmet Billerica	502 Boston Road
Wine & Malt Hotel	

Business Name	Address
COMMON VICTUALLERS (no alcohol) (37)	
29 Bistro	700 Boston Road
Augusta Market	599 Boston Road
Bang Na Thai Kitchen	95 Boston Road, Unit 2
Belly Buster Diner	306 Boston Road
Big Al's Pizza	240D Nashua Road
Café 101	101 Billerica Ave
Chipotle Mexican Grill	199 Boston Road
Collins Bowladrome	325 Boston Road
Danny's Pizzeria	749 Boston Road
Divito Brothers Pizzeria and Subs	446 Boston Road
Dunkin Donuts	181 Boston Road
Dunkin Donuts	469 Boston Road
Dunkin Donuts	729 Boston Road
Expresso Pizza	131 Boston Road, Unit 2
FILL N Chill	653 Boston Road
Indian Style	880 Boston Road
Kentucky Fried Chicken	485 Boston Road
Khao Hom Thai & Pho	258 Salem Road, Unit #5
Liberty Bell Roast Beef & Seafood	420 Boston Road
Market Basket Café	700 Boston Road
McDonald's	718 Boston Road
Mexica Burrito Grill	647 Boston Road
Mikey's Famous Roast Beef & Seafood	729 Boston Road
Milano House of Pizza	175 Boston Road
Sal's Just Pizza	328 Boston Road
Shawsheen Valley Technical HS	100 Cook Street
Silvio's Pizza	256 Salem Road
Snowdaes	99 Chelmsford Road
Starbuck's Coffee Company #8650	199 Boston Road
Stromboli's Express	481 Boston Road
Subway	799B Middlesex Turnpike
Supreme House of Pizza	95 Boston Road
Valley Collaborative	40 Linnell Circle
Wendy's #6011	312 Boston Road
What the Fork	265 Boston Road
McDonald's	273 Boston Road
Panera Bread	188 Boston Road

Business Name	Address
Auto Amusements	
Car Dealers - New & Used (Class I) (4)	
American Science & Engineering, Inc.	829 Middlesex Turnpike
Billerica Motor Sports & Marine	6 Riveredge Road
KHD, Inc. dba High Octane Harley Davidson	1 Chelmsford Road
Frontrunner Bus Group, Inc. (Formerly Known as New England Wheels, Inc.)	33 Manning Road
Car Dealers - New & Used (Class II) (19)	
Automotion Auto Repair	846 Boston Road
Benz Auto Sales of Billerica, Inc.	741 Boston Road
Cargotiator Auto Sales	1 Innis Drive
Copart of Connecticut, Inc.	55R High Street, PO Box 32
Cycle Works, Inc.	321 Boston Road
Gas City	221 Andover Road
Vroom Car, LLC	6 Executive Park Drive
JJR Classic Car	98 Billerica Av, Unit D
L&A Gas and Auto Repair	98 Boston Road
Marshall's Auto Sales	128 Pond Street
Performance Cycle Sales	71 Faulkner Street, Units 135, 145
Platinum Sales of Billerica, LLC	741 Boston Road
R&D Custom Exhaust, Inc.	313 Boston Road
Ric's Auto Sales	77 Alexander Road
Rte. 3A Shell	760 Boston Road
Ronnle's	71 Faulkner Street, Unit 13
Top Auto, Inc.	481 Boston Road, Unit 4
Sal's Gas Auto Sales & Service, Inc.	299 Boston Road
America's Auto Auction Boston, Inc.	400 Charter Way

Business Name	Address
Junk Yard (Class III) (4)	
Copart of Connecticut, Inc.	55R High Street, PO Box 32
Holland Use Auto Parts	1 Winning Road
Jack's Foreign Auto Parts, Inc.	Town Farm Lane
Jack's Used Cars & Parts	Town Farm Lane
Marijuana (1 of 2)	
Community Care Collective	4 Republic Road
Second Hand Goods (2)	
Jennifer's Jewelers	306 Boston Road
Burlington Coin & Collectables	723 Boston Road
Taxis/Limos (1)	
A-Executive Limousine, Inc.	55 High Street, #10

VACANCIES ON BOARDS AND COMMITTEES

SELECT BOARD APPOINTMENTS

COMMITTEE	OPENINGS	TERM EXPIRES
Billerica Agricultural Commission	1 – Associate Member	2026
Cabot Land Re-Use Committee	2 – Members 2 – Members 2 – Member 6 TOTAL	2028 2027 2026
Electronic Voting Committee	2 – Members	2026
Fence Viewer	2 Positions	2026
Historic Commission	1 - Member 1 – Member (Alternate)	2028 2027
Historic District Commission	2 – Alternate Members (1 Center Dist. Res) 2 – Alternate Members (1 Center Dist. Res & 1 Mills Dist. Res) 4 TOTAL	2027 2028
Local Cultural Council	1 – Member	2027
Municipal Affordable Housing Trust	1 – Member (Attorney) 1 – Member (Banker) 1 – Resident 1 – Resident 1 – Member (Realtor) 5 TOTAL	2027 2026 2026 2027 2027
Scholarship Committee	4 – Members	2028
250 th Committee	1 – Member	2026



November 13, 2025

To The Board of Selectmen of Billerica, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit, please contact:

Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

Please notify National Grid's Jennifer Iannalfo of the hearing date / time to
Jennifer.Iannalfo@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

National Grid: Jennifer Iannalfo; 1101 Turnpike Street; North Andover, MA 01845.

Very truly yours,

Dave Johnson

Dave Johnson
Supervisor, Distribution Design

Enclosures

Questions contact -- Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

Petition of the Massachusetts Electric Company d/b/a NATIONAL GRID
Of NORTH ANDOVER, MASSACHUSETTS
For Electric Conduit Location:

To the Board of Selectmen of Billerica, Massachusetts

Respectfully represents the Massachusetts Electric Company d/b/a NATIONAL GRID of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked -- Pollard Street & Quincy Road - Billerica, Massachusetts.

The following are the streets and highways referred to:

WR# 31226054

Pollard Street & Quincy Road. - National Grid proposes installing approximately 41', 1-4" conduits from existing pole 15, Pollard Street to existing heavy duty telecom handhole on Quincy Road. National Grid to install new telecom fiber cable in order to improve communication reliability between SCADA and substation, Billerica, MA.

Location approximately as shown on plan attached.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson*

BY _____
Engineering Department

Questions contact -- Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

Dated: November 13, 2025

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 13th day of November, 2025.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked - Pollard Street and Quincy Road -Billerica, Massachusetts.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

WR# 31226054

Pollard Street & Quincy Road. - National Grid proposes installing approximately 41', 1-4" conduits from existing pole 15, Pollard Street to existing heavy duty telecom handhole on Quincy Road. National Grid to install new telecom fiber cable in order to improve communication reliability between SCADA and substation, Billerica, MA.

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20
....., 20

Received and entered in the records of location orders of the City/Town of

Book Page

Attest:
.....

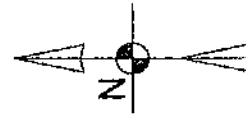
..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of

Massachusetts Electric Company d/b/a NATIONAL GRID for permission to construct the underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to construct the underground electric conduits under said order. And that thereupon said order was duly adopted.

.....

.....

.....



DANE AVENUE

MASS ELECTRIC
COMPANY
MAP 31-28-0

QUINCY ROAD

VINCENT H. DINH
188 POLLARD ST
MAP 31-31-1

MASS ELECTRIC
COMPANY
MAP 31-30-0

TELCOM H.H.

ELEC M.H.

P.18

P.17 P.16

P.15

P.14

P.13

POLLARD STREET

HAYDEN
ROAD

UNDERGROUND PETITION

--- PROPERTY LINE

--- EXISTING OVERHEAD WIRE

⊗ EXISTING ELECTRIC
MANHOLE

① EXISTING J.O. POLE IN
PUBLIC WAY

--- PROPOSED 1-4" CONDUITS

⊠ EXISTING
TELECOMMUNICATIONS
HANDHOLE

Nationalgrid proposes to install approximately 41' 1-4" conduit from existing Pole 15 to existing heavy duty telecom handhole. Nationalgrid to install new telecom fiber cable in order to improve communication reliability between SCADA and substation.

DISTANCES ARE APPROXIMATE

nationalgrid

Date: 11/12/25

WORK REQUEST: WR 31226054

To The: Town Of Billerica

For Proposed: 1-4" conduits Location: Quincy Rd

Drawn By: S Steeves



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

☒ DPW

Location of Pole/Conduit:	Pollard Street (31-30-0)
Reason of Pole/Conduit:	National Grid proposes installing ~41', 1-4" telecom fiber cable conduit from existing pole #15 Pollard Street to existing heavy duty telecon handhole on Quincy Road to improve communication reliability between SCADA and substation.
Plan #:	31226054
Comments on Plan: No concerns with regard to installation of 4 conduits provided following requirements are met. A Street Opening Permit is required for this work. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work. Please note that Street Opening Permits are currently on hold for the winter season. The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines. <u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u> Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed. A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required). Contractor Acknowledgement Form is attached for signature.	
Signature:	<i>Stephen Robertson</i> DPW Representative
Date:	12/3/25
Please return to the Select Board Office by: December 3, 2025	



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC**

CONTRACTOR ACKNOWLEDGEMENT FORM

Location of Pole/Conduit:	Pollard Street (31-30-0)
Reason of Pole/Conduit:	National Grid proposes installing ~41', 1-4" telecom fiber cable conduit from existing pole #15 Pollard Street to existing heavy duty telecon handhole on Quincy Road to improve communication reliability between SCADA and substation.
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Comments on Plan: No concerns with regard to installation of 4 conduits provided following requirements are met. A Street Opening Permit is required for this work. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work. Please note that Street Opening Permits are currently on hold for the winter season. The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines. <u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u> Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed. A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).	

I hereby certify that I am aware of these DPW comments regarding the work described.

Dave Johnson
Signature - Utility Company Representative

12/1/25
Date

DAVE JOHNSON
Print Name - Utility Company Representative

N GRID
Utility Company Name

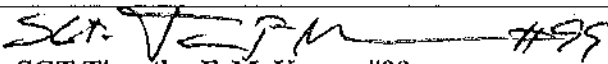


HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.

☐ DPW

☐ Electrical Inspector

☒ Safety Officer, Police

Location of Pole/Conduit:	Pollard Street (31-30-0)
Purpose of Pole/Conduit:	National Grid proposes installing ~41', 1-4" telecom fiber cable conduit from existing pole #15 Pollard Street to existing heavy duty telecom handhole on Quincy Road to improve communication reliability between SCADA and substation.
Plan #:	31226054
Comments on Plan:	Quincy Road is also signed as Dane Avenue at the Pollard Street intersection.
Any Interference with line of sight?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Markings for Fire Hydrant Needed?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Resident's Complaints?	No known complaints
Signature:	 SGT Timothy F. McKenna #99
Date:	25 NOVEMBER 2025
Please return to the Select Board Office By: December 3, 2025	



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.**

☐ DPW

☒ Electrical Inspector

☐ Safety Officer, Police

Location of Pole/Conduit:	Pollard Street (31-30-0)
Purpose of Pole/Conduit:	National Grid proposes installing ~41', 1-4" telecom fiber cable conduit from existing pole #15 Pollard Street to existing heavy duty telecon handhole on Quincy Road to improve communication reliability between SCADA and substation.
Plan #:	31226054
Comments on Plan:	No
Any Interference with line of sight?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Markings for Fire Hydrant Needed?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Resident's Complaints?	No
Signature:	
Date:	11/24/25
Please return to the Select Board Office By: December 3, 2025	



NOV 17 2025

Board of Assessors
Town Hall
365 Boston Road
Billerica, Massachusetts 01821

JOHN B. SPEIDEL, *Chairman*
RICHARD J. SCANLON, *Associate*
RICK LADD, *Associate*

Tele: (978) 671-0971
assessors@town.billerica.ma.us

ABUTTERS LIST REQUEST

Name National Grid

Date November 17, 2025

Address of Property: 0 Pollard Street (Located on Quincy Rd)

Plate 31-30-0

Telephone Number _____

Parcel _____

I request one copy of the following abutters list and three copies of the labels for the above listed property. The cost of this service shall be \$2.00 per name. The list shall be available five to ten (5-10) working days from the requested date or earlier.

Signature of applicant *John B. Speidel*

Types of Abutters Lists

There are four types of abutters lists which may be required in the Town of Billerica. The board or commission you are seeking approval from and the particular request you are making determines the type of list. You will need to contact the applicable board or commission to determine which of the following will be required in your case.

(Circle one – If no letter is circled a “D” list will be prepared.)

A. Direct Abutters - Direct Abutters to Parcel and Roadway Being Improved

This list contains direct abutters only. Properties across public right-of-ways or paper streets, which have not been discontinued, are not included. (This list should include direct abutters to the roadway being improved if road construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the parcel, notwithstanding public or private streets or ways, municipal borders or bodies of water.

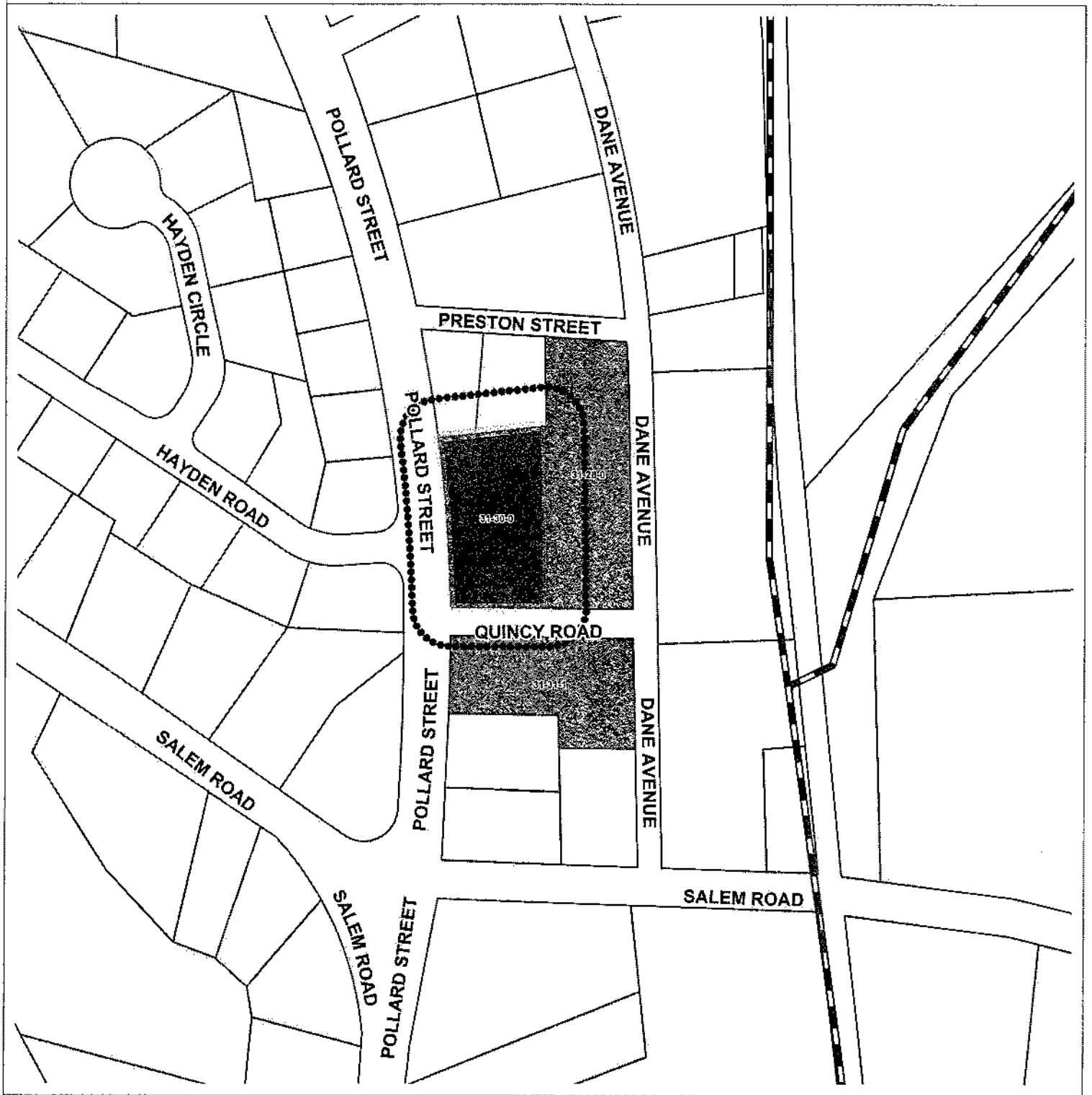
C. Abutter to Abutter Within 300 Feet

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.



Assessor's Signature *John B. Speidel* Date 11/19/25 Amount \$ 4.00

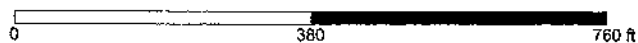


Abutters map for parcel 31-39-0 using direct abutters

Printed on 11/19/2025 at 02:41 PM

Legend


-  Parcel Boundary Selection
-  Parcel Boundary



PARCEL ID	LOCATION	OWNER 1	OWNER 2	ADDRESS 1	ADDRESS 2	CITY	STATE	ZIP CODE
31-28-0	DANE AV	MASS ELECTRIC COMPANY	C/O PROPERTY TAX DEPT.	40 SYLVAN RD		WALTHAM	MA	02451
31-30-0	POLLARD ST	MASS ELECTRIC COMPANY	C/O PROPERTY TAX DEPT.	40 SYLVAN RD		WALTHAM	MA	02451
31-31-1	188 POLLARD ST	DINH VINCENT H		188 POLLARD ST		N BILLERICA	MA	01862-2431

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
November 19, 2025



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*

NOTICE OF HEARING

To: NATIONAL GRID, VERIZON AND ALL ABUTTERS

You are hereby notified that a hearing will be held by the Select Board on Monday, December 8, 2025 @ 6:00 PM in the Conway Hearing Room #205 in Town Hall, 365 Boston Road and via Zoom:

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

phone 1 929 205 6099

webinar id: 834 7713 8002

National Grid #31226054

Parcel: 31-30-0

Pollard Street

National Grid proposes installing ~41', 1-4" telecom fiber cable conduit from existing pole #15 Pollard Street to existing heavy duty telecon handhole on Quincy Road to improve communication reliability between SCADA and substation.

If there any questions on this hearing: Please call or email Joseph Ientile at (978) 766-3114 or joseph.ientile@nationalgrid.com



LICENSE APPLICATION
BILLERICA SELECT BOARD

Fee Paid: \$ 250

All Alcohol
Common Use
Entertainment

Billerica Select Board PM 3/12
RCID NOV 17 2025

ACTION: NEW or ☒ CHANGE

Licensee of Business:		Hinoki Japanese Steakhouse, Inc.	
Doing Business As:		Hinoki Japanese Steakhouse	
Street Address:		199 Boston Road, Billerica, MA	Assessors Plate/Parcel: 22-11-1
Phone #:		Zip Code: 01862	Tax ID #:
Alt. Phone #:		Email:	

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.
First floor premises containing approximately 7,683 square feet with main entrance and three exits in rear of building. Includes mens' and womens' restrooms. See attached floor plan.

REQUIRED SIGNATURES: (Obtain necessary approvals before submission)


Building Inspector:	<i>[Signature]</i>	Date:	11/10/25
Comments:			
Board of Health:	<i>[Signature]</i>	Date:	11/10/25
Comments: Applicant shall complete Plan Review Applications obtain a Food Establishment Permit			
Police:	<i>[Signature]</i>	Date:	11/14/25
Comments:			
Fire:	<i>[Signature]</i>	Date:	11/10/25
Comments:			
Treasurer:	<i>[Signature]</i>	Date:	11/10/25
Comments:			

Manager's Name:		Rachanee Daranuwat	
Street Address:			
City/Town/State/Zip:			
Phone #:		Tax ID #:	
		Email:	

Requested Hours of Operation: (For new application or for change on license)

Weekday (Monday-Friday):	11:30 a.m. to 12:00 a.m. (midnight)
Saturday:	11:30 a.m. to 12:00 a.m. (midnight)
Sunday:	12:00 p.m. to 12:00 a.m. (midnight)

LICENSE TYPE REQUESTED:

LIQUOR (Circle Option):	<u>On-Premise Retail (S12)</u>	Wine & Malt	<u>All Alcohol</u>
	Off Premise Retail (S15)	Wine & Malt	All Alcohol
Type of Business S12 Only:		Club	Hotel/Innkeeper <u>Restaurant</u>
1-Day Special:	Wine & Malt	All Alcohol (Non-profit Organizations Only)	
COMMON VICTUALLER (Circle Option):	<u>Restaurant</u>	Innholder	Cafeteria
ZBA/Special Permit?: Provide Copy if Yes	<input checked="" type="checkbox"/> YES	NO	
MOTOR VEHICLE (Circle Option):	Class I	Class II	Class III
HAZARDOUS MATERIAL STORAGE (List Type):			
ENTERTAINMENT:			
Weekday: (Per MGL, Ch. 140, Section 183A or 181):		11:30 a.m. to 12:00 a.m. (midnight)	
Sunday: (Per MGL, Ch. 136 – Form 90 Required):		12:00 p.m. to 12:00 a.m. (midnight)	
Type of Entertainment:			
Recorded background music, controlled by restaurant.			
AMUSEMENT DEVICE (Per MGL, Ch.140, Section 177A)			
# of Total Devices:		0	
Enter Each Device Separately. Name of Machine and Serial #. Use separate paper if necessary.			
#1:	N/A	#5:	
#2:		#6:	
#3:		#7:	
#4:		#8:	
OTHER (Circle Option):			
Taxi Bowling Other: _____			
Licensees Signature: 		Date: <u>10/24/25</u>	
Title: <u>Rachanee Daranuwat, Pres/Treas of Hinoki Japanese Steakhouse, Inc.</u>			
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:

Jonathan T. Kane, Trustee of Dudley Trading Associates Nominee Trust

One Van de Graatt Drive, Suite 102

Burlington, MA 01803



THE COMMONWEALTH OF MASSACHUSETTS

Town OF Billerica

LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

Hinoki Japanese Steakhouse

The Name of the Establishment is

199 Boston Road (Store #5), Billerica, MA 01862

(address)

The Licensee or Authorized representative, Rachanee Daranuwat, Pres/Treas of Hinoki Japanese Steakhouse, Inc. in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
Sundays	12:00 p.m. to midnight	Playing of recorded background music, controlled by restaurant.

Hon.

Mayor/ Chairman of Board of Selectmen.

(City or Town)

Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm - Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm - Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit regular police officers, detailed by the Commissioner of Public Safety or Chief of the local Police Department to enter and be about this place of amusement during performances therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

Do not write in this box

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES



TOWN OF BILLERICA

APPLICATION FOR ENTERTAINMENT
AUTHORITY M.G.L. CHAPTER 140, SECTION 183A

(No Fee if Licensed under Chapter 140, Section 2 Common Victualer)

☐ ONE DAY:

☒ ANNUAL:

Name of Applicant: Hinoki Japanese Steakhouse, Inc.

Name of Business: Hinoki Japanese Steakhouse

Address of Business: 199 Boston Road

Mailing Address: [REDACTED]
(If Different)

Email: [REDACTED]

Phone #: [REDACTED]

Please Check All That Apply:

Day: ☒ Weekday (Monday-Friday) ☒ Saturday ☒ Sunday (If Sunday, Form 90 Required)

Dancing: ☐ By Patrons ☐ By Entertainers ☒ No Dancing

Music: ☒ Recorded ☐ Juke Box ☐ Live Music ☒ Amplification System ☐ No Music

Shows: ☐ Theatre ☐ Movies ☐ Floor Show ☐ Light Show ☒ No Show

☐ Any dynamic audio or visual show whether live or recorded

Nudity: ☐ Nudity, as described in M.G.L. c. 140, § 183A ☒ No Nudity

Admission: Yes ☐ No ☒ If yes, how much \$ _____

Costumes Worn: Yes ☐ No ☒ If yes, describe _____

Other: Bowling _____ Video Games _____ Billiard Tables _____ Other Auto Amusement _____ (Indicate Quantity)

Please fully describe the proposed entertainment: (Type, dates, hours of operation, costumes worn, indoors/outdoors, number of maximum patrons/attendees, etc. Use separate sheet of paper if needed.)

Playing of recorded background music, controlled by restaurant, during hours of operation.

Hours of Operation: Monday - Saturday 11:30 a.m. to 12:00 a.m. (midnight), and Sunday 12:00 p.m. to 12:00 a.m. (midnight)

[Signature]
Applicant Rachanee Daranuwat, on behalf of
Hinoki Japanese Steakhouse, Inc.

10/24/25

Date



Town of Billerica Police Department

6 Good Street
Billerica, Ma 01821
(978) 215-9674 Fax (978) 670-2762
scoffey@billericapolice.org

November 14, 2025

To: Select Board

From: Lt. Sean P. Coffey

Re: Nana Seven Liquor License Transfer

Board Members,

On November 12, 2025, I received an application from **Hinoki Japanese Steakhouse Incorporated**, doing business as *Hinoki Japanese Steakhouse*, requesting the transfer of a **Section 12 Restaurant All Alcohol Liquor License**. The current license holder is **Triple Sushi Incorporated**, doing business as *Nana Seven*, located at **199 Boston Road**.

The proposed hours of operation are:

- **Sunday:** 12:00 PM – 12:00 AM
- **Monday–Saturday:** 11:30 AM – 12:00 AM

Hinoki Japanese Steakhouse Incorporated holds a Massachusetts Tax Identification Number of **001859349**.

A background/CORI check was conducted on the owner and proposed manager, **Rachanee Daranuwat** of [REDACTED] with no findings. I reviewed with Ms. Daranuwat the Town of Billerica's Rules and Regulations governing liquor licenses, and she expressed a clear understanding of the requirements and the importance of compliance. Ms. Daranuwat has more than twenty-five years of experience owning and managing restaurants and demonstrates a solid understanding of day-to-day operations. She also maintains an active ServSafe certification.

Based on the information above, I recommend approval of the license transfer.

Lt Sean P. Coffey



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

RULES AND REGULATIONS ACKNOWLEDGEMENT FORM

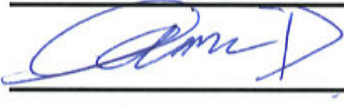
This Form MUST Be Submitted during the Yearly Renewal Process

Name: Rachanee Daranuwat, on behalf of Hinoki Japanese Steakhouse, Inc.

Name of Establishment: To be: Hinoki Japanese Steakhouse

Address: 199 Boston Road (Store #5)
Billerica, MA

Printed Name: Rachanee Daranuwat

Signature:  , Pres./Treasurer

Date: 10/24/25

I am the Manager or duly authorized designee of the above listed establishment and I hereby certify that I have read and understand the Town of Billerica Rules and Regulations for the Licensing and Sale of Alcoholic Beverages.



The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
Lafayette City Center
2 Avenue de Lafayette, Boston, MA 02111-1750
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: Hinoki Japanese Steakhouse, Inc.

Address: 199 Boston Road

City/State/Zip: Billerica, MA 01862 Phone #: [REDACTED]

Are you an employer? Check the appropriate box:

1. ☒ I am a employer with _____ 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: AMGuard Insurance Company

Insurer's Address: P.O. Box AH, 39 Public Square

City/State/Zip: Wilkes-Barre, PA 18703-0020

Policy # or Self-ins. Lic. # HIWC684575 Expiration Date: 05/20/2026

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under § 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: [Signature] Date: 10/24/25

Phone #: [REDACTED] Rachanee Daranuwat, Pres/Treasurer

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: _____ Permit/License # _____

Issuing Authority (check one):

1. ☐ Board of Health 2. ☐ Building Department 3. ☐ City/Town Clerk 4. ☐ Licensing Board
5. ☐ Selectmen's Office 6. ☐ Other _____

Contact Person: _____ Phone #: _____



Town of Billerica Police Department

6 Good Street
Billerica, MA 01821
(978) 215-9621 Fax (978) 670-2762
www.billericapolice.org

Criminal Record Background Check

Date: 10/24/25

Release: I, Rachanee Daranuwat
Name of Applicant

[REDACTED]
Date of Birth

allow the Town of Billerica Police Department to search my records to ascertain information on my personal history.

Authorization for Personal History:

This authorization will give the Billerica Police Department permission to research your background, personal history and character references.

[Signature]
Signature of Applicant

Application Approved: _____

Application Denied: _____

Reason: _____



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947
selectboard@town.billerica.ma.us

**AUTHORIZATION FORM
LEGAL AD**

DATE: 10/24/25

NAME: Rachanee Daranuwat, Pres/Treas of Hinoki Japanese Steakhouse, Inc.

(Please print)
Location Address: 199 Boston Road, Billerica, MA 01862

ADDRESS: Mailing Address: 807 Farms Drive, Burlington, MA 01803

(Please print)

EMAIL (to send legal ad proof): To: Dana C. Myers - Email: dmyers@tmdslaw.com

(Please print)

In connection with my application/petition for:

Transfer of liquor license; Common Victualler license; Entertainment license

(weekday, Saturday and Sunday).

I authorize the Town of Billerica to place a Legal Notice, as required for the Public Hearing before the Select Board, for this application/petition in the local newspaper and accept full responsibility for the costs of said advertisement(s). I understand I will be responsible for submitting a check made payable to the "Town of Billerica" for the cost of the legal advertisement prior to the scheduled public hearing.

Signed:

(Petitioner/Legal Representative of Applicant/Petitioner)

THE COMMONWEALTH OF MASSACHUSETTS

BILLERICA

City or Town

BOARD OF APPEALS



2025 00327679

Cert: 27025 Bk: 00138 Pg: 49

Recorded: 09/22/2025 10:39 AM

Date: August 13, 2025

Certificate of Granting of Special Permit
(General Laws Chapter 40A, Section 11)

The Board of Appeals of the Town of Billerica hereby certifies that a **SPECIAL PERMIT** has been
GRANTED (Case #25-37):

To: HINOKI JAPANESE STEAHOUSE, INC.

Address: 199 BOSTON ROAD

City or Town: BILLERICA, MA 01821

affecting the rights of the owner with respect to land of buildings at 199 BOSTON ROAD, Billerica, MA
Plate 22 Parcel 11-1 and recorded in M.N.D.R. of D's Book 138 Page 49; Cert. #27025

And the said Board of Appeals further certifies that the decision attached hereto is a true and correct copy of its decision **GRANTING** said **SPECIAL PERMIT** and that copies of said decision, and of all plans referred to in the decision, have been filed with the planning board and the city or town clerk.

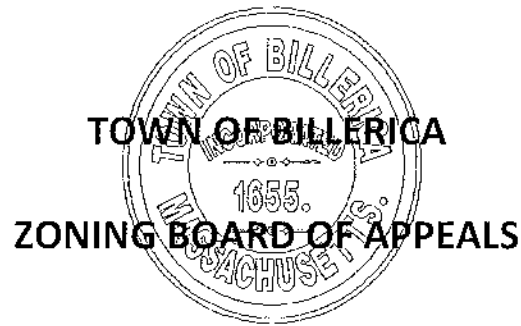
The Board of Appeals also calls to the attention of the owner or applicant that General Laws, Chapter 40A, Section 11 (last paragraph) provides that no variance or special permit, or any extension, modification or renewal thereof, shall take effect until a copy of the decision bearing the certification of the town or city clerk that twenty days have elapsed after the decision has been filed in the office of the city or town clerk and no appeal has been filed or that, if such appeal has been filed, that it has been dismissed or denied, is recorded in the registry of deeds for the county and district in which the land is located and indexed in the grantor index under the name of the owner of record or is recorded and noted on the owner's certificate of title. The fee for such recording or registering shall be paid by the owner or applicant.

Property Owner:

Jonathan T. Kane, Trustee of
Dudley Trading Associates
Nominee Trust


Chairman


Vice-Chairman



CASE # 25-37 SP Granted

DATE: August 13, 2025

Applicant: HINOKI JAPANESE STEAHOUSE, INC.

Locus: 199 BOSTON ROAD

Assessor's Map: Plate 22 Parcel(s) 11-1

A public hearing was held on Wednesday, August 13, 2025 in the Town Hall, Room 210 at 6:05 PM, for a Special Permit under Sections 5.F (Table of Uses) and 5.C.6.c.(2)(a) and 5.C.(2)(c) (Restaurant Use) and 9.G.16.c (Illuminated window sign) of the Zoning By-Law to operate a Japanese and Thai cuisine restaurant located in a General Business Zone.

Notice of this hearing was advertised in the Lowell Sun on July 30, 2025 and August 6, 2025. Notice of this hearing was also posted at the Town Hall and sent to the applicant and all abutters located within 300 feet of the property.

The following members were present and voting on this petition: Eric Anable, Robert Accomando, Richard Colantuoni, Michael Pendleton, and Anupam Wali.

Attorney Dana Myers presented her client's request to allow for the transfer of ownership to operate a Japanese Steakhouse in an existing restaurant space currently occupied by Nana 7. She stated the seating capacity will remain the same. The hours of operation will be Monday to Saturday 11:30 am to midnight, and Sunday will be 12:00 pm to midnight. The client further wishes to keep the small "Open" illuminated window sign. The existing floor plan will remain the same. If granted, the applicant will move forward to transfer the liquor license through the Select Board office.

The submitted Plot Plan prepared by RJ O'Connell & Associates, Inc. dated May 17, 2025 and the interior design plan prepared by T Design, LLC., dated July 14, 2025 shall be filed as the Plans of Record for this decision.

**Billerica Zoning Board of Appeals
365 Boston Road, Billerica, Massachusetts – 01821
Telephone (978) 671-0964**

The Board finds (1) the proposed special permit is in harmony with the general purpose and intent of the Zoning By-Law and Chapter 40A; (2) the proposed use is in compliance with all other requirements set forth in this Zoning By-Law for issuance of a special permit; and (3) the proposed use will not prove injurious to the safety or general welfare of the neighborhood into which it proposes to locate nor will the proposed use prove destructive of property values.

SPECIAL PERMIT CONDITIONS:

1. This special permit is for the petitioners only and may not be transferred or sold without applying to the Board of Appeal.
2. The hours of operation are: Sunday 12:00 pm to midnight, Monday to Saturday, 11:30 am to midnight.
3. The owner of the restaurant shall be responsible for the cleaning up of any rubbish, trash or debris on the property caused by the restaurant use, daily.
4. Dumpster pick shall be no earlier than 7:00 AM and no later than 7:00 PM.
5. The relief granted by this Special Permit is confined to: (1) scope of the advertisement of the public hearing, (2) specific exceptions to the Zoning By-Law identified in this decision and only to the extent of the relief requested in the application, no other relief is implied, (3) scope is limited to the testimony given and documents produced
6. The applicant shall, after the (20) twenty-day appeal period has expired, return to the Town Clerk to have this decision stamped, then record notice of same with the North Middlesex Registry of Deeds and file a copy of the Registry Receipt with the Board of Appeals within (90) ninety days of filing of decision with the Town Clerk. Failure to record this decision within (90) ninety days shall render it null and void.
7. Special Permits shall be used within a (2) two-year period or shall be null and void.

Notice of this decision shall be mailed forthwith to the applicant, to the parties in interest designated in M.G.L. Chapter 40A, Section 11, and to every person present at the hearing who requested that notice be sent to him and stated the address to which such notice was to be sent.

Any Appeal from this decision shall be made pursuant to M.G.L. Chapter 40A, Section 17 and shall be filed within (20) twenty days after the date of the filing of the notice of decision in the office of the Town Clerk.

Date of Board of Appeals Decision: August 13, 2025



Michael Pendleton
Chairman



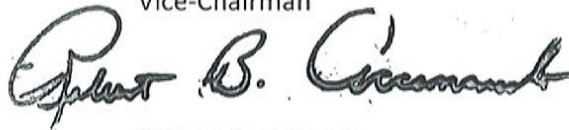
Anupam Wali
Vice-Chairman



Eric Anable
Secretary



Richard Colantuoni
Member



Robert Accomando
Member

ATTEST: I, Elizabeth A. Berube, Clerk/Assistant Clerk, for the Town of Billerica, MA., hereby certify that the decision from the Board of Appeals has been received and recorded at this office and no appeal was received during the twenty (20) days next after such receipt and recording of said decision.

Donna J. McCoy, Town Clerk

Date

Elizabeth A. Berube
Elizabeth Berube, Assistant Town Clerk

September 22, 2025
Date

RJOC

DATE	REVISION	BY	APP	REV

RJO'CONNELL & ASSOCIATES, INC.
 ONE PRINCETON AVENUE, SUITE 200
 BURLINGTON, MA 01803
 TEL: 781-666-6665

KEYPOINT PARTNERS
 ONE VAN DE GRAFF DRIVE
 BURLINGTON, MA 01803
 TEL: 781-666-6665

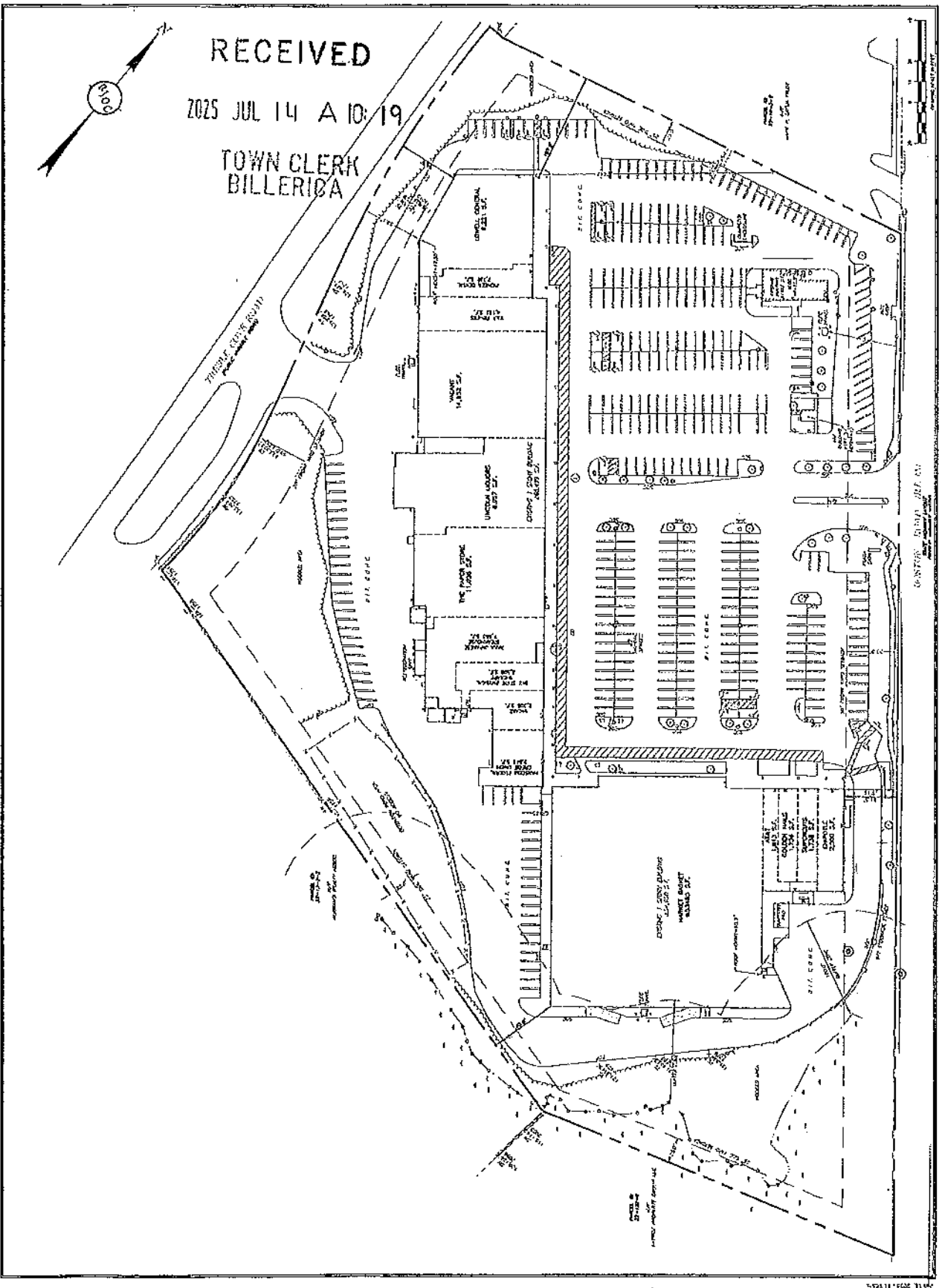
199 BOSTON ROAD
 BILERICA, MA

PROJECT NO.
 SHEET NO.
 DATE
 DRAWN BY

OVERALL SITE PLAN

OS-1

PROJECT NO.
 SHEET NO.
 DATE
 DRAWN BY



7.683 SQUARE FEET
TOTAL SEATING CAPACITY = 172

TOBYN OLERHO

T DESIGN, LLC

1248 RANDOLPH AVE
MILTON, MA 02186
TEL: (617)-797-6637
EMAIL: QUESTUANT@CMAIL.COM

[illegible]

RESTAURANT FLOOR PLAN

RECEIVED

2025 JUL 14 A 10:20

TOWN CLERK
BELLERICA

OPEN

MAINTENANCE
HOUSE

Policy Information Page**[1] Named Insured and Mailing Address**Hinoki Japanese Steakhouse Inc
DBA/TA Hinoki Japanese Steakhouse
[REDACTED]**Agency**FISHER INSURANCE AGENCY, INC.
194 West Street
Suite 7
Milford, MA 01757
Agency Code: MAFISH10**Federal Employer's ID** XX-XXX5041**Insured is** Corporation**Additional Names of Insured**

(N2) Hinoki Japanese Steakhouse

[2] Policy Period

From May 20, 2025 to May 20, 2026, 12:01 AM, standard time at the insured's mailing address.

[3] Coverage

- A. Workers' Compensation Insurance - **Part One** of this policy applies to the Workers' Compensation Law of the following states: Massachusetts
- B. Employer's Liability Insurance - **Part Two** of this policy applies to work in each of the states listed in item [3]A. The limits of our liability under Part Two are:
- | | |
|---|-------------|
| Bodily Injury by Accident - each accident | \$1,000,000 |
| Bodily Injury by Disease - each employee | \$1,000,000 |
| Bodily Injury by Disease - policy limit | \$1,000,000 |
- C. Other States Insurance - Part Three of this policy applies to all states, except any state listed in item [3]A. and the states of North Dakota, Ohio, Washington, and Wyoming.
- D. This policy includes these endorsements and schedules:
See Extension of Information Page - Schedule of Forms

[4] Premium

The Premium Basis and, therefore, the premium will be determined by our Manual of Rules, Classifications, Rates, and Rating Plans. All required information is subject to verification and change by audit. (Continued on another page)

Total Estimated Policy Premium	\$ 2,932
Total Surcharges/Assessments	\$ \$118.00
Total Estimated Cost	\$ \$3,050.00

INTERNAL USE 13091
MGA : HIWC684575
Date : 05/20/2025
MANOTE

Page - 1 -

Information Page
WC 000001A

Policy Information Page**Extension of Information Page****Schedule of Forms**

WC000001A - INFORMATION PAGE
WC000000C - STANDARD POLICY
WC000403 - EXPERIENCE RATING MODIFICATION FACTOR
WC000414 - NOTIFICATION OF CHANGE IN OWNERSHIP ENDT
WC000422C - TERR RISK INS PROG REAUTHORIZATION ACT
WC000425 - EXP, RATING MODIF. FACTOR REVISION END'T
WC200301 - MA LIMITS OF LIABILITY ENDORSEMENT
WC200302A - MA ASSESSMENT CHARGE
WC200401 - MA PENDING PREMIUM CHANGE ENDORSEMENT
WC200405 - MA PREMIUM DUE DATE ENDORSEMENT
WC200601A - MA CANCELLATION ENDORSEMENT
WC990000 - AUTHORIZATION AND ATTESTATION END'T

Remember, we make a variety of loss control services available to you at no additional charge, including educational resources accessible from our *Policyholder Service Center* at <https://policyholder.guard.com>.

Policy Information Page

[4] Premium (cont.)

Massachusetts

Classification	Code	Premium Basis: Total Estimated Annual Remuneration	Rate per \$100 Remuneration	Estimated Annual Premium
Effective: 05/20/2025-05/20/2026				
RESTAURANT NOC	9079	407,000	0.62	2,523
Rate Deviation			5.0%	-126
Increased Limits Emp Liability, 1000K/1000K/1000K	9812		2.0%	48
Amt to Bal Inc Lim				27
Total Estimated Annual Premium for MA				2,472

Policy Totals

Total Estimated Standard Premium for Massachusetts	2,472
Expense Constant	338
Total Terrorism MA 9740 0.03 407,000	122
Amt to Bal Min Prem	0
Minimum Premium MA \$276	
Total Estimated Annual Premium	2,932
MA State Assessment 05/20/2025-05/20/2026 4.6800%	118
Total Estimated Cost for HIWC684575	3,050



Thomas Rizzo <trizzo230@gmail.com>

WORKERS COMP Payment Receipt POLICY ISSUED!: One-Time Draft Confirmation - HIWC684575

1 message

Devin B. Haughey <dhaughey@thefiai.com>

Tue, May 20, 2025 at 3:23 PM

To: "Dana C. Myers" <dmyers81@msn.com>, Thomas Rizzo <trizzo230@gmail.com>

WORKERS COMP Payment Receipt POLICY ISSUED!: One-Time Draft Confirmation - HIWC684575

Thank you,

Devin B. Haughey
President & CEO**Fisher Insurance Agency, Inc.**
194 West Street, Suite 7
Milford, MA 01757-2274

tel: 508-853-2400

Disclaimer: Coverage cannot be guaranteed, bound or amended by leaving a voicemail message, facsimile, text message, other electronic or US mail and without prior confirmation from Fisher Insurance Agency, Inc. No insurance policy, binder, endorsement, or policy change goes into effect unless and until confirmed by Fisher Insurance Agency, Inc. Any proposal of insurance Fisher Insurance Agency, Inc may present is based upon the values developed, exposures to loss(s) disclosed, and subject to additional Underwriting audit, guidelines, review, pricing, and favorable: business, driving, inspection, insurance; loss/claim - history - experience - record. Applications, Binders, Certificates of Insurance, Evidence of Insurance, Proposals, Quotes, Signed and Released/Submitted Documents are only a summary of coverage(s), limit(s), terms(s), deductibles(s), conditions, limits and exclusions. In the event of a claim/loss, the actual coverage(s), limit(s), terms(s), deductibles(s), conditions, limits and exclusions of the policy prevails. Fisher Insurance Agency, Inc is not responsible for any deficiencies in an Insureds insurance program and will not assume any such responsibility. Fisher Insurance Agency, Inc is not responsible for earned premiums, cancellations, past activities, financial transactions outside of binding, endorsing, or cancelling policies that we become Broker of Record on. In circumstances where we do not have appointments with an insurance company through which insurance is issued, our agency may have referred applications to another Insurance Agency and therefore we are not authorized to bind coverage or to execute or issue policy(s) ourselves. We have the authority to prepare application(s), collect and remit premium(s), and deliver policy(s) and endorsements. Please contact our agency if you require any change(s) to policy(s) or need to report a claim. We are entitled to receive compensation from the insurer, directly or indirectly, for the customer purchase of any insurance and may charge fees in addition to the monies received for assistance with coverage placement, servicing, or renewal of insurance coverages. Other agents and wholesale brokers may also receive compensation for their participation in providing insurance products. Any fees charged to you will be disclosed, are non-refundable and you have given your consent and agree to pay a fee for Agent and/or Brokers services. If at any time any insurance policy(s) is not active, in good standing, expired, cancelled, pending cancellation or intended to be cancelled and payments continue to be made it does not mean that the policy(s) is in force and active. Only the Insurance Company(s) of Record after Underwriting Review, Guidelines, Pricing and Additional Information needed (if any) can guarantee coverage, renewal, re-instatement of policy(s) or rescind any pending or intent to cancel. Certificates of Insurance do not guarantee coverage and shall not be construed as re-instatement of policy(s), renewal or a rescission of any pending or intent to cancel. Fisher Insurance Agency, Inc is not liable; (a) if web site or other systems are not working properly; (b) circumstances beyond our control; (c) information received by any representative of an Insured or Certificate Holder supplied is erroneous, fraudulent, incorrect, incomplete, inaccurate, or not timely; (d) for any fees, funds, costs, damages, etc. caused by not receiving a Certificate of Insurance timely and has no obligation to send or transmit the Certificate of Insurance more than once; (e) there may be other exceptions as well. Fisher Insurance Agency, Inc will not sell any personally identifiable information to a third party without consent. This e-mail message (including attachments, if any) is intended for the sole use of the individual and/or entity to whom it is



In cooperation with
FISHER INSURANCE AGENCY, INC.

Hinoki Japanese Steakhouse Inc

Policy Number: HIWC684575
Customer Number: 15981541
Insurance Carrier: AmGUARD Insurance Company
Effective Date: 05/20/2025

Thank you for choosing us for your Workers' Compensation Policy!

Welcome. Your policy is underwritten by AmGUARD Insurance Company - a member of Berkshire Hathaway GUARD Insurance Companies. We are pleased to have the opportunity to serve you by providing quality insurance coverage, easy claims reporting, and the attentive customer service you deserve.

Register Now and Manage Your Policy Online

We provide fast and easy online self-service solutions through our **Policyholder Service Center (PSC)** and **BHGUARD mobile app**. Here you can:

- view and print policy documents
- make online payments
- review our value-added services
- find information to report a claim (use our app to upload photos and documents)
- GO GREEN – set up electronic document delivery

Register now at www.guard.com/pscregister or **download the BHGUARD app today!**

Who to Contact

For coverage changes, policy provisions, or endorsement issues, call your insurance agent at 508-853-2400.

For questions about billing, claims, and our other services, contact our **Customer Service Center** Monday through Friday, 8:00 AM to 7:30 PM EST by phone at 800-673-2465, fax at 570-823-2059, email at csr@GUARD.com, or chat with us online through the PSC.

To report fraud or suspicious activity, contact our **Fraud Investigative Unit** at 800-673-2465, ext. 8477 (TIPS) or via email at fraudsiu@guard.com.

Report a Claim 24/7

You can report a claim 24/7 by calling 888-NEW-CLMS. Additional information on claims reporting can be found on our Policyholder Service Center accessible at www.guard.com. Upload claims documents and photos using our mobile app or online at our PSC.

Workers' Compensation Resources

To obtain a copy of your state's Posting Notices as well as managed care and/or claims information that may need to be shared with your employees, visit: www.guard.com/postingnotices

Thanks for doing business with Berkshire Hathaway GUARD Insurance Companies. Please keep a copy of this letter with your policy for future reference.

Register for our Policyholder Service Center at www.guard.com/pscregister/ or download the BHGUARD app today!

Download the BHGUARD app
POLICYHOLDER SERVICE CENTER



enclosed: Workers' Compensation Policy #HIWC684575

The Security You Need. The Name You Trust.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/07/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Fisher Insurance Agency, Inc. 194 West Street, Suite 7 Milford MA 01757-2274		CONTACT NAME: Devin B. Haughey PHONE (A/C, No, Ext): (508) 853-2400 E-MAIL ADDRESS: dhaughey@thefiai.com FAX (A/C, No):	
INSURED HINOKI JAPANESE STEAKHOUSE, INC. [REDACTED] MA [REDACTED]		INSURER(S) AFFORDING COVERAGE INSURER A: Utica First Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** HINO25110716541335 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$300,000 BPP <input checked="" type="checkbox"/> ALS Loss if Income GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BOP3001639050	05/20/2025	05/20/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Liability \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Family Style Japanese & Thai Food And Bar Restaurant located at:
199 Boston Road # 5 Billerica, MA 01821

CERTIFICATE HOLDER

CANCELLATION

Town of Billerica 365 Boston Road Ground Floor - Roomd G07 Billerica MA 01821	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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1/27/25, 11:05 PM

Rachanee Daranuwat Certificate: Responsible Serving of Alcohol from Rserveing.com!



Responsible Serving of Food and Alcohol

Responsible Serving of Alcohol

This certificate confirms that

Rachanee Daranuwat

has successfully passed the Professional Server Certification Corporation (PSCC)
Responsible Serving of Alcohol course of study and has demonstrated the skill level
and knowledge necessary to act as a responsible alcohol server.

Certificate #: PSCC10000776009
Award Date: 01-27-2025
Expiration Date: 01-26-2029



To verify this certificate, go to Rserveing.com.

A handwritten signature in black ink that reads "Robert V. Graham".

Robert Graham, President/CEO



Responsible Serving of Alcohol
Rachanee Daranuwat

Identification Number: PSCC10000776009
Date of Issuance: 01-27-2025
Date of Expiration: 01-26-2029



CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: RACHANEE PIKULTHONG

Certificate Number: 4943620

Date of Completion: 2/28/2021

Date of Expiration: 2/28/2026



*The above-named person is hereby issued this certificate
for completing an allergen awareness training program
recognized by the Massachusetts Department of Public Health
in accordance with 105 CMR 590.009(G)(3)(a).*

This certificate will be valid for five (5) years from date of completion.

Issued By:



Massachusetts Restaurant Association
333 Turnpike Road, Suite 102
Southborough, MA 01772
508-303-9905
www.massrestaurantassoc.org

NATIONAL
RESTAURANT
ASSOCIATION®
800.765.2122
www.restaurant.org

NATIONAL REGISTRY OF
FOOD SAFETY PROFESSIONALS®

CERTIFIES

RACHANEE DARANUWAT

HAS SUCCESSFULLY SATISFIED THE REQUIREMENTS FOR THE
FOOD SAFETY MANAGER
UNDER THE
CONFERENCE FOR FOOD PROTECTION STANDARDS

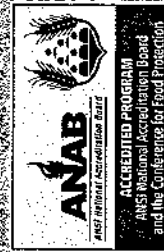
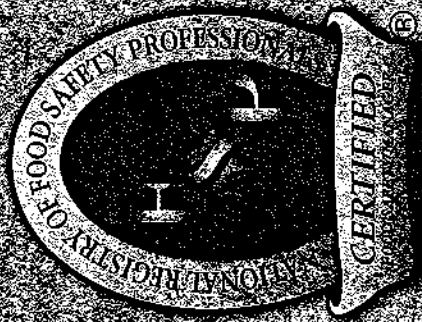
PRESIDENT:



LAWRENCE J. LYNCH, CAE

ISSUE DATE: MARCH 3, 2025
EXPIRATION DATE: MARCH 3, 2030
CERTIFICATE NO: 22160909
TEST FORM: EZC20

This certificate is not valid for more
than five years from date of issue.



6751 Forum Drive, Suite 220, Orlando, FL 32821
P (800) 446-0257 F (407) 352-3603 www.NRFSP.com
National Registry of Food Safety Professionals®

Safety And First-aid Education

Proudly presents this Certificate of attendance to

RACHANEE DARANUWAT

For successfully completing the training and examination requirements:

Sponsoring Agency:

Buffalo Wild Wings
15 South Ave
Burlington MA 01803
Exp 2 yrs from date below

That meet Mass DPH 105 CMR

590.009(EK1)

"Anti choking Procedures for
Food service establishments..."

S.A.F.E.

Est. 1994

Lowell MA

Info@ChokeSaver.com

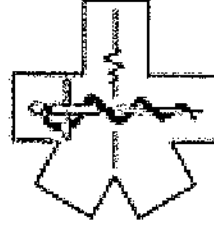
978-703-1113

For

S.A.F.E. CHOKESAVER

2 Hr Training Program

This 12th day of
July, 2025



Arthur Wellenstein

Gunther Wellenstein, EMF (R)
Instructor (No. 0489749)

ServSafe® CERTIFICATION

RACHANEE PIKULTHONG

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

20095083

CERTIFICATE NUMBER

5499

EXAM FORM NUMBER

12/14/2020

DATE OF EXAMINATION

Local laws apply. Check with your local regulatory agency for recertification requirements.

12/14/2025

DATE OF EXPIRATION



Sherman Brown
Sherman Brown
Executive Vice President, National Restaurant Association Solutions

#0655



[Your Information](#)[Payment](#)[Receipt](#)

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email and via text message.



Transaction Processed Successfully.

INVOICE #: 2c2c801c-c5f2-489c-8edc-42858344e59d

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	00065-RS-0106	\$200.00
		\$200.00

Total Convenience Fee: **\$5.18**

Date Paid: **5/21/2025 6:34:33 PM EDT**

Total Amount Paid: **\$205.18**

Payment On Behalf Of

License Number or Business Name:
00065-RS-0106

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
Dana

Last Name:
Myers

Address:
358 Tilden Commons Lane

City:
Braintree

State:
MA

Zip Code:
02184

Email Address:
dmyers@tmdslaw.com



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

APPLICATION FOR A TRANSFER OF LICENSE

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL
LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE
PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

00065-RS-0106

ENTITY/ LICENSEE NAME

Hinoki Japanese Steakhouse, Inc.

ADDRESS

807 Farms Drive

CITY/TOWN

Burlington

STATE

MA

ZIP CODE

01803

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input checked="" type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS
APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

APPLICATION FOR A TRANSFER OF LICENSE

Municipality

Billerica

1. TRANSACTION INFORMATION

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Transfer of License | <input type="checkbox"/> Pledge of Inventory | <input type="checkbox"/> Change of Class |
| <input type="checkbox"/> Alteration of Premises | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> Change of Category |
| <input type="checkbox"/> Change of Location | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Change of License Type
(\$12 ONLY, e.g. "club" to "restaurant") |
| <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Other | |

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

Application for transfer of liquor license currently held by Triple Sushi, Inc. to be purchased by Applicant, Hinoki Japanese Steakhouse, Inc. Applicant to own and operate a Thai and Japanese restaurant that will be doing business as "Hinoki Japanese Steakhouse".

2. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES

TYPE

CATEGORY

CLASS

On-Premises

\$12 Restaurant

All Alcohol

Annual

3. BUSINESS ENTITY INFORMATION

The entity that will be issued the license and have operational control of the premises.

Current or Seller's License Number

00065-RS-0106

FEIN

Entity Name

Hinoki Japanese Steakhouse, Inc.

DBA

Hinoki Japanese Steakhouse

Manager of Record

Rachanee Daranuwat

Street Address

Phone

Email

Add'l Phone

Website

4. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. If this application alters the current premises, provide the specific changes from the last approved description. You must also submit a floor plan.

Premises to be licensed is Store #5 at 199 Boston Road, Billerica, MA, which is currently operated/known as "Nana Japanese Steakhouse". Applicant to add small lounge area to existing restaurant premises (floor plan on file - see also the floor plan attached). The premises consists of 1 floor with 7,683 sq. ft.

Total Sq. Footage

7,683

Seating Capacity

172

Occupancy Number

172

Number of Entrances

main entrance (1)

Number of Exits

3 rear exits

Number of Floors

1

APPLICATION FOR A TRANSFER OF LICENSE

5. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST

Transferor Entity Name **Triple Sushi, Inc.** By what means is the license being transferred? **Purchase**

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

Name of Principal	Title/Position	Percentage of Ownership
Huacheng Zheng	Shareholder/President/Director	15%
Name of Principal	Title/Position	Percentage of Ownership
Jie Xu	Shareholder/Secretary/Director	15%
Name of Principal	Title/Position	Percentage of Ownership
Janehathai Homechamp	Treasurer/Liquor license mgr	N/A
Name of Principal	Title/Position	Percentage of Ownership
Tadsaluk Urapeepon	Shareholder	15%
Name of Principal	Title/Position	Percentage of Ownership
Kah Peng Soon (aka Kahpeng Soon)	Shareholder	35%

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLC Members, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises (Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
Rachanee Daranuwat			
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
Shareholder/Director/President/Secretary/Treasurer	100%	<input type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

APPLICATION FOR A TRANSFER OF LICENSE

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST (Continued...)

Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Additional pages attached? ☐ Yes ☒ No

CRIMINAL HISTORY

Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.

☐ Yes ☒ No

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☒ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality
Rachanee Daranuwat (f/k/a Rachanee Pikulthong)	Wine & Malt Beverages	Wild Ginger Thai Cuisine, Inc.	Town of Norwell, MA
		(d/b/a Wild Ginger Thai Cuisine)	

APPLICATION FOR A TRANSFER OF LICENSE

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled?

Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

7. CORPORATE STRUCTURE

Entity Legal Structure

Corporation

Date of Incorporation

January 6, 2025

State of Incorporation

Massachusetts

Is the Corporation publicly traded?

☐ Yes

☒ No

8. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises.

- If the applicant entity owns the premises, a deed is required.
- If leasing or renting the premises, a signed copy of the lease is required.
- If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.
- If the real estate and business are owned by the same individuals listed in question 6, either individually or through separate business entities, a signed copy of a lease between the two entities is required.

Please indicate by what means the applicant will occupy the premises

Lease

Landlord Name

Dudley Trading Associates

Landlord Phone

781-248-5824 (Chris Serrano)

Landlord Email

cserrano@keypointpartners.com

Landlord Address

c/o Chris Serrano, Keypoint Partners, LLC, One Van de Graaff Dr., Ste. 402,

Burlington, MA 01803

Lease Beginning Date

upon license transfer

Rent per Month

\$11,252.32

Lease Ending Date

03/31/2033

Rent per Year

\$135,027.89

Will the Landlord receive revenue based on percentage of alcohol sales?

☐ Yes ☒ No

9. APPLICATION CONTACT

The application contact is the person who the licensing authorities should contact regarding this application.

Name:

Dana C. Myers

Phone:

781-545-3700

Title:

Attorney

Email:

dmyers@tmdslaw.com

APPLICATION FOR A TRANSFER OF LICENSE

10. FINANCIAL DISCLOSURE

A. Purchase Price for Real Estate	N/A
B. Purchase Price for Business Assets	\$150,000.00
C. Other* (Please specify)	
D. Total Cost	\$150,000.00

*Other: (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):"

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial Institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Rachanee Daranuwat / Hinoki Japanese Steakhouse, Inc.	\$50,000.00
Total:	

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
Triple Sushi, Inc.	\$100,000.00	Promissory Note (at time of asset purchase closing)	<input checked="" type="radio"/> Yes <input type="radio"/> No
(license to be transferred)			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

Rachanee Daranuwat, President of Hinoki Japanese Steakhouse, Inc. to contribute \$50,000.00 from bank account. Buyer, Hinoki Japanese Steakhouse, Inc. to sign promissory note for \$100,000.00 to Seller, Triple Sushi, Inc. at asset purchase closing (which will take place after license approval and transfer).

11. PLEDGE INFORMATION

Please provide signed pledge documentation.

Are you seeking approval for a pledge? ☐ Yes ☒ No

Please indicate what you are seeking to pledge (check all that apply) ☐ License ☐ Stock ☐ Inventory

To whom is the pledge being made?

12. MANAGER APPLICATION

A. MANAGER INFORMATION

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name Rachanee Daranuwat

Date of Birth

SSN

Residential Address

Email

Phone

Please indicate how many hours per week you intend to be on the licensed premises

55

B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen/Qualified Alien under the Immigration and Nationality Act? ☒ Yes ☐ No

If yes, attach one of the following documents: US Passport, Voter's Certificate, Birth Certificate, Naturalization Papers, Permanent Resident Card "Green Card," or Employment Authorization Document.

Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
04/2025	05/2025	Employee	Gyu-Kaku Japanese BBQ	Saranya Mattson
12/2024	03/2025	Employee	Omi Korean Grill	Thinee Hirunsak
11/2022	12/2024	Manager	Prik Nam Pla	Self
09/2008	02/2022	Owner/operator	Wild Ginger Thai Cuisine	Self

D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature

Date

10/24/25

13. MANAGEMENT AGREEMENT

Are you requesting approval to utilize a management company through a management agreement?

☐ Yes ☒ No

If yes, please fill out section 13.

Please provide a narrative overview of the Management Agreement. Attach additional pages, if necessary.

IMPORTANT NOTE: A management agreement is where a licensee authorizes a third party to control the daily operations of the license premises, while retaining ultimate control over the license, through a written contract. *This does not pertain to a liquor license manager that is employed directly by the entity.*

13A. MANAGEMENT ENTITY

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in the management Entity (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name	Address	Phone		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?

☐ Yes ☐ No

If yes, attach an affidavit providing the details of any and all convictions.

13B. EXISTING MANAGEMENT AGREEMENTS AND INTEREST IN AN ALCOHOLIC BEVERAGES

LICENSE

Does any individual or entity identified in question 13A, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages; and or have an active management agreement with any other licensees?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

13C. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 13A, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

13D. PREVIOUSLY HELD MANAGEMENT AGREEMENT

Has any individual or entity identified in question 13A, and applicable attachments, ever held a management agreement with any other Massachusetts licensee?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Licensee Name	License Type	Municipality	Date(s) of Agreement

13E. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question section 13B, 13C, 13D ever been suspended, revoked or cancelled?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

13F. TERMS OF AGREEMENT

- a. Does the agreement provide for termination by the licensee?
b. Will the licensee retain control of the business finances?
c. Does the management entity handle the payroll for the business?

Yes ☐ No ☐
Yes ☐ No ☐
Yes ☐ No ☐

d. Management Term Begin Date

e. Management Term End Date

f. How will the management company be compensated by the licensee? (check all that apply)

☐ \$ per month/year (indicate amount)

☐ % of alcohol sales (indicate percentage)

☐ % of overall sales (indicate percentage)

☐ other (please explain)

ABCC Licensee Officer/LLC Manager

Signature: 

Title: Rachanee Daranuwat, President

Date: 10/24/25

Management Agreement Entity Officer/LLC Manager

Signature:

Title:

Date:

ADDITIONAL INFORMATION

Please utilize this space to provide any additional information that will support your application or to clarify any answers provided above.

Continuation of:

5. Current Officers, Stock or Ownership Interest

Transferor Entity Name: Triple Sushi, Inc.

Name of Principal:

Dong Lin

Title/Position:

Shareholder

Percentage of Ownership:

20%

APPLICANT'S STATEMENT

I, Rachanee Daranuwat the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager
Authorized Signatory
of Hinoki Japanese Steakhouse,
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:



Date:

10/24/25

Title:

Rachanee Daranuwat, President

CORPORATE VOTE

The Board of Directors or LLC Managers of

Hinoki Japanese Steakhouse, Inc.

Entity Name

duly voted to apply to the Licensing Authority of

Billerica

and the

City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

Date of Meeting

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input checked="" type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | <input type="checkbox"/> Other | <input type="checkbox"/> Change of DBA | |

"VOTED: To authorize

Rachanee Daranuwat

Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint

Rachanee Daranuwat

Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,



Corporate Officer /LLC Manager Signature

Rachanee Daranuwat, President

(Print Name)

For Corporations ONLY

A true copy attest,



Corporation Clerk's Signature

Rachanee Daranuwat, Clerk/Secretary

(Print Name)



Commonwealth of Massachusetts
Department of Revenue
Geoffrey B. Snyder, Commissioner

mass.gov/dor

Letter ID: L1725334112
Notice Date: October 23, 2025
Case ID: 0-003-119-408



CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE



TRIPLE SUSHI INC
199 BOSTON RD STE 16
NORTH BILLERICA MA 01862-2328

Why did I receive this notice?

The Commissioner of Revenue certifies that, as of the date of this certificate, TRIPLE SUSHI INC is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.

What if I have questions?

If you have questions, call us at (617) 887-6400, Monday through Friday, 9:00 a.m. to 4:00 p.m.

Visit us online!

Visit mass.gov/dor to learn more about Massachusetts tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights, and MassTaxConnect for easy access to your account:

- Review or update your account
- Contact us using e-message
- Sign up for e-billing to save paper
- Make payments or set up autopay

Edward W. Coyle, Jr., Chief
Collections Bureau



Certificate of Compliance

Date: October 22, 2025

Letter ID: L0009560558

Employer ID (FEIN): XX-XXX7316

TRIPLE SUSHI INC
199 BOSTON ROAD
NORTH BILLERICA MA 01862

Certificate ID: L0009560558

FEIN: 27-4617316

The Department of Unemployment Assistance certifies that as of 21-Oct-2025, TRIPLE SUSHI INC is current in all its obligations relating to contributions, payments in lieu of contributions, and the employer medical assistance contribution established in G.L. c. 149, § 189.

This certificate expires on 20-Nov-2025 .

Sincerely,

Katie Dishnica, Director
Department of Unemployment Assistance

Questions?

Revenue Enforcement Unit
Department of Unemployment Assistance
Email us: Revenue.Enforcement@mass.gov
Call us: (617) 626-5750



Department of Unemployment Assistance
Commonwealth of Massachusetts
Executive Office of Labor & Workforce Development

Letter ID: L0009560558

IMPORTANT NOTICE

The enclosed notice contains important information about unemployment insurance. The notice may contain important deadlines. It may tell you how to appeal an unemployment decision or tell you what your next steps are. You should have it translated immediately. If you need help translating the notice or have questions, please call the Multilingual Services Unit at 1-888-822-3422, and select your language. If you are claiming unemployment benefits, you must continue to certify weekly for each week that you are unemployed. For general help, claimants can call (617) 626-6800. Employers can call (617) 636-5075. Translators are available.

El aviso adjunto contiene información importante sobre el seguro de desempleo. Puede incluir fechas límite importantes. Puede indicarle cómo apelar una decisión sobre el seguro de desempleo o cuáles son sus próximos pasos. Debe traducirlo de inmediato. Si necesita ayuda para traducir el aviso o tiene alguna pregunta, llame a la Unidad de Servicios Multilingües al 1-888-822-3422 y seleccione **1 para español**. Si solicita beneficios de desempleo, debe seguir certificando semanalmente por cada semana que esté desempleado. Para obtener ayuda general, los reclamantes pueden llamar al (617) 626-6800. Los empleadores pueden llamar al (617) 636-5075. Hay intérpretes disponibles.

Avi ki anekse a gen enfòmasyon enpòtan sou asirans chomaj. Avi a ka genyen dat limit ki enpòtan. Li ka di w fason pou fè apèl yon desizyon sou chomaj oswa pwochen etap ou dwe swiv. Ou dwe fè yo tradwi li touswit. Si ou bezwen èd pou fè tradwi l oubyen gen okenn kesyon, tanpri rele nimewo Telefòn Gratis lan nan 1-888-822-3422 epi chwazi opsyon **2 pou Kreyòl Ayisyen**. Si ou ap reklame benefis chomaj yo, ou dwe kontinye deklare pou chak semèn ou fè san travay. Pou moun k ap reklame yo jwenn èd jeneral, yo kapab rele (617) 626-6800. Anplwayè yo kapab rele (617) 636-5075. Gen tradiktè ki disponib.

隨附的通知包含有關失業保險的重要信息。該通知可能包含重要的截止日期。它可能會告訴您如何對失業決定上訴或告訴您下一個步驟。你應該立即翻譯它。如果您需要協助翻譯該通知或有疑問，請致電多語言服務部門 1-888-822-3422，並選**3** 給廣東話。如果您正在領取失業金，您必須繼續每週證明自己失業。如果需一般協助，索賠人士可以致電 (617) 626-6800。雇主們可以致電 (617) 636-5075。可以提供口譯服務。

隨附的通知包含有關失業保險的重要信息。該通知可能包含重要的截止日期。它可能會告訴您如何對失業決定上訴或告訴您下一個步驟。你應該立即翻譯它。如果您需要協助翻譯該通知或有疑問，請致電多語言服務部門 1-888-822-3422，並選**4** 給普通話。如果您正在領取失業金，您必須繼續每週證明自己失業。如果需一般協助，索賠人士可以致電 (617) 626-6800。雇主們可以致電 (617) 636-5075。可以提供口譯服務。

Thông báo kèm theo có chứa thông tin quan trọng về bảo hiểm thất nghiệp. Thông báo có thể chứa các thời hạn quan trọng. Thông báo có thể cho bạn biết cách kháng cáo quyết định thất nghiệp hoặc cho bạn biết các bước tiếp theo cần làm. Bạn nên dịch thông báo ngay lập tức. Nếu bạn cần trợ giúp dịch thông báo hoặc có thắc mắc, xin vui lòng gọi đến đơn vị dịch vụ đa ngôn ngữ theo số 1-888-822-3422 và chọn **5 cho tiếng Việt**. Nếu bạn đang yêu cầu tiền thất nghiệp, bạn phải tiếp tục chứng nhận hàng tuần cho mỗi tuần bạn còn thất nghiệp. Để được trợ giúp chung, người yêu cầu có thể gọi đến số (617) 626-6800. Người sử dụng lao động có thể gọi đến số (617) 636-5075. Phiên dịch viên có nếu cần.

O aviso anexo contém informações importantes sobre o seguro-desemprego. O aviso pode conter prazos importantes. Pode lhe dizer como apelar de uma decisão de desemprego ou dizer quais são seus próximos passos. Você deve traduzi-lo imediatamente. Se você precisar de ajuda com a tradução ou tiver alguma dúvida, por favor ligue para o Serviço de Ligação Gratuita através do número 1-888-822-3422 e selecione **6 para Português**. Se você estiver solicitando o seguro-desemprego, deverá continuar a certificar-se semanalmente para cada semana que estiver desempregado. Para obter ajuda geral, os requerentes podem ligar para (617) 626-6800. Os empregadores podem ligar para (617) 636-5075. Há intérpretes disponíveis.

В прилагаемом уведомлении содержится важная информация о страховании по безработице. В этом уведомлении могут указываться важные сроки. В нём может описываться, как обжаловать решение относительно пособия по безработице или что делать дальше. Вам следует срочно сделать его перевод. Если вам нужна помощь в переводе уведомления или у вас есть вопросы, позвоните в Отдел языкового обслуживания (Multilingual Services Unit) по телефону 1-888-822-3422 и нажмите **7, чтобы выбрать русский язык**. Если вы подаёте заявление о получении пособия по безработице, вы должны и далее еженедельно подтверждать, что вы являетесь безработным. За помощью общего характера заявители могут обращаться по телефону (617) 626-6800. Работодатели могут звонить по телефону (617) 636-5075. Предлагаются услуги перевода.

The Commonwealth of Massachusetts, William Francis Galvin Corporations Division

One Ashburton Place - Floor 17, Boston MA 02108-1512 | Phone: 617-727-9640

Articles of Organization

(General Laws, Chapter 156D, Section 2.02; 950 CMR 113.16)

Minimum Filing Fee:
\$250.00

Identification Number: 001859349 (number will be assigned)

ARTICLE I

The exact name of the corporation is:

HINOKI JAPANESE STEAKHOUSE, INC.

ARTICLE II

Unless the articles of organization otherwise provide, all corporations formed pursuant to G.L. C156D have the purpose of engaging in any lawful business. Specify if you want a more limited purpose:

OPERATE A RESTAURANT BUSINESS WITH APPROPRIATE LICENSES CONCERNING FOOD AND ALL ALCOHOLIC BEVERAGES, AS WELL AS ENTERTAINMENT.

TO BUY, SELL, LEASE OR IN ANY MANNER TRADE OR DEAL IN OR WITH REAL ESTATE AND PERSONAL PROPERTY, INCLUDING BUT NOT LIMITED TO MOTOR VEHICLES, AS WELL AS ANY AND ALL ACTIVITIES AND BUSINESSES ARISING OUT OF THESE ACTIVITIES; TO MAKE AND ENTER INTO ALL KINDS OF CONTRACTS, AGREEMENTS, AND OBLIGATIONS BY OR WITH ANY PERSON, OR PERSONS, CORPORATION, OR CORPORATIONS AND PERFORM ANY AND ALL ACT CONNECTED THEREWITH, OR ARISING THEREFROM, OR INCIDENT THERETO, ANY AND ALL ACTS PROPER OR NECESSARY FOR THE PURPOSE OF THE BUSINESS; TO CONSTRUCT ANY BUILDING, STRUCTURE, OR OTHERWISE IMPROVE THE PROPERTY; AND TO ENTER INTO ANY JOINT VENTURE, COMBINATION, CONTRACT, OR LICENSING ARRANGEMENT WITH ANY OTHER INDIVIDUAL, CORPORATION, TRUST OR ASSOCIATION FOR DOING ANY OF THE FOREGOING.

TO DO ALL LAWFUL ACTS PERMITTED UNDER M.G.L. C.156D AND IN GENERAL TO DO ALL THINGS NECESSARY OR APPROPRIATE TO, OR REASONABLY RELATED TO OR ARISING OUT OF THE CONDUCT OF A BUSINESS OF THE FOREGOING TYPE OR TO THE EXERCISE OF ANY OF THE FOREGOING PURPOSES, AND IN THE COURSE OF SUCH BUSINESS TO DRAW, ACCEPT, ENDORSE, ACQUIRE, AND SELL ALL OR ANY NEGOTIABLE OR TRANSFERABLE INSTRUMENTS.

IF ANY TERM OR PROVISIONS OR INCORPORATION IS CONTRARY TO LAW OR OTHERWISE INVALID OR UNENFORCEABLE, IT SHALL BE DEEMED STRICKEN HEREFROM AND THE REMAINING TERMS AND PROVISIONS SHALL NOT BE AFFECTED THEREBY BUT EACH SUCH REMAINING TERM AND PROVISION SHALL BE GIVEN EFFECT TO THE FULLEST EXTENT PERMITTED BY LAW.

ARTICLE III

State the total number of shares and par value, if any, of each class of stock that the corporation is authorized to issue. All corporations must authorize stock. If only one class or series is authorized, it is not necessary to specify any particular designation.

Class or Series of Stock	Par Value, per Share (Enter if no par)	Total authorized number of shares	Total authorized par value	Total issued and outstanding number of shares
CNP	0	200,000	\$0	500

ARTICLE IV

If more than one class of stock is authorized, state a distinguishing designation for each class. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the corporation must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class.

ARTICLE V

The restrictions, if any, imposed by the articles of organization upon the transfer of shares of stock of any class are:

ANY STOCKHOLDER, INCLUDING THE HEIRS, ASSIGNS, EXECUTORS OR ADMINISTRATORS OF A DECEASED STOCKHOLDER, DESIRING TO SELL OR TRANSFER SUCH STOCK OWNED BY HIM/HER OR THEM, SHALL FIRST OFFER IT TO THE CORPORATION THROUGH THE BOARD OF DIRECTORS IN THE MANNER FOLLOWING:

HE/SHE SHALL NOTIFY THE DIRECTORS OF HIS/HER DESIRE TO SELL OR TRANSFER BY NOTICE IN WRITING, WHICH NOTICE SHALL CONTAIN THE PRICE AT WHICH HE/SHE IS WILLING TO SELL OR TRANSFER AND THE NAME OF ONE ARBITRATOR. THE DIRECTORS (ELECTED BY THE STOCKHOLDERS OTHER THAN THE ONE DESIRING TO SELL OR TRANSFER) SHALL WITHIN THIRTY (30) DAYS THEREAFTER EITHER ACCEPT THE OFFER, OR BY NOTICE TO HIM/HER IN WRITING NAME A SECOND ARBITRATOR, AND THESE TWO SHALL NAME A THIRD. IT SHALL THEN BE THE DUTY OF THE ARBITRATORS TO ASCERTAIN THE VALUE OF THE STOCK, AND IF ANY ARBITRATOR SHALL NEGLECT OR REFUSE TO APPEAR AT ANY MEETING APPOINTED BY THE ARBITRATORS, A MAJORITY MAY ACT IN THE ABSENCE OF SUCH ARBITRATOR.

AFTER THE ACCEPTANCE OF THE OFFER, OR THE REPORT OF THE ARBITRATORS AS TO THE VALUE OF THE STOCK, THE SAID DIRECTORS SHALL HAVE THIRTY (30) DAYS WITHIN WHICH TO PURCHASE THE SAME AT SUCH VALUATION, BUT IF AT THE EXPIRATION OF THIRTY (30) DAYS THE CORPORATION SHALL NOT HAVE EXERCISED THE RIGHT TO SO PURCHASE, THE OWNER OF THE STOCK OR HIS/HER LEGAL REPRESENTATIVE SHALL BE AT LIBERTY TO DISPOSE OF THE SAME IN ANY MANNER HE MAY SEE FIT.

NO SHARE OF STOCK SHALL BE SOLD OR TRANSFERRED ON THE BOOKS OF THE CORPORATION UNTIL THESE PROVISIONS HAVE BEEN COMPLIED WITH. HOWEVER, THE BOARD OF DIRECTORS MAY IN ANY PARTICULAR INSTANCE WAIVE THE REQUIREMENT.

ARTICLE VI

Other lawful provisions, and if there are no provisions, this article may be left blank.

6. OTHER LAWFUL PROVISIONS, IF ANY, FOR THE CONDUCT AND REGULATION OF THE BUSINESS AND AFFAIRS OF THE CORPORATION, FOR ITS VOLUNTARY DISSOLUTION, OR FOR LIMITING, DEFINING OR REGULATING THE POWERS OF THE CORPORATION, OR OF ITS DIRECTORS OR STOCKHOLDERS, OR OF ANY CLASS OF STOCKHOLDERS:

6A. LIMITATION OF DIRECTOR LIABILITY

A DIRECTOR OF THIS CORPORATION SHALL NOT BE PERSONALLY LIABLE TO THE CORPORATION OR ITS STOCKHOLDERS FOR MONETARY DAMAGES FOR BREACH OF FIDUCIARY DUTY AS A DIRECTOR, NOTWITHSTANDING ANY PROVISION OF LAWS IMPOSING SUCH LIABILITY, EXCEPT FOR LIABILITY (I) FOR ANY BREACH OF THE DIRECTOR'S DUTY OF LOYALTY TO THE CORPORATION OR STOCKHOLDERS, (II) FOR ACTS OR OMISSIONS NOT IN GOOD FAITH OR WHICH INVOLVE INTENTIONAL MISCONDUCT OR A KNOWING VIOLATION OF LAW, OR (III) FOR ANY TRANSACTION FROM WHICH THE DIRECTOR DERIVED AN IMPROPER PERSONAL BENEFIT. NO AMENDMENT TO OR REPEAL OF THIS PROVISION SHALL APPLY TO OR HAVE ANY EFFECT ON THE LIABILITY OR ALLEGED

LIABILITY OF ANY DIRECTOR OF THE CORPORATION FOR OR WITH RESPECT TO ANY ACTS OR OMISSIONS OF SUCH DIRECTOR OCCURRING PRIOR TO SUCH AMENDMENT.

6B. INDEMNIFICATION

1. THE CORPORATION SHALL, TO THE FULLEST EXTENT PERMITTED BY THE APPLICABLE PROVISIONS OF CHAPTER 156D OF THE MASSACHUSETTS GENERAL LAWS, AS AMENDED FROM TIME TO TIME, INDEMNIFY EACH PERSON WHO WAS OR IS A PARTY OR IS THREATENED TO BE MADE A PARTY TO ANY THREATENED, PENDING OR COMPLETED ACTION, SUIT OR PROCEEDING, WHETHER CIVIL, CRIMINAL, ADMINISTRATIVE OR INVESTIGATIVE, BY REASON OF THE FACT THAT HE IS OR WAS, OR HAS AGREED TO BECOME, A DIRECTOR OR OFFICER OF THE CORPORATION, OR IS OR WAS SERVING, OR HAS AGREED TO SERVE, AT THE REQUEST OF THE CORPORATION, AS A DIRECTOR OR OFFICER OF, OR IN A SIMILAR CAPACITY WITH, ANOTHER ORGANIZATION OR IN ANY CAPACITY WITH RESPECT TO ANY EMPLOYEE BENEFIT PLAN OF THE CORPORATION, OR BY REASON OF ANY ACTION ALLEGED TO HAVE BEEN TAKEN OR OMITTED IN SUCH CAPACITY, AGAINST ALL EXPENSES (INCLUDING ATTORNEYS' FEES), JUDGMENTS, FINES AND AMOUNTS PAID IN SETTLEMENT INCURRED BY HIM OR ON HIS BEHALF IN CONNECTION WITH SUCH ACTION, SUIT OR PROCEEDING AND ANY APPEAL THEREFROM, UNLESS SUCH PERSON SHALL BE FINALLY ADJUDICATED IN SUCH ACTION, SUIT OR PROCEEDING NOT TO HAVE ACTED IN GOOD FAITH IN THE REASONABLE BELIEF THAT HIS ACTION WAS IN THE BEST INTERESTS OF THE CORPORATION OR, TO THE EXTENT SUCH MATTER RELATES TO SERVICE WITH RESPECT TO AN EMPLOYEE BENEFIT PLAN, IN THE BEST INTERESTS OF THE PARTICIPANTS OR BENEFICIARIES OF SUCH EMPLOYEE BENEFIT PLAN.

2. NOTWITHSTANDING THE PROVISIONS OF SECTION 1 OF THIS ARTICLE 6B, IN THE EVENT THAT A PENDING OR THREATENED ACTION, SUIT OR PROCEEDING IS COMPROMISED OR SETTLED IN A MANNER WHICH IMPOSES ANY LIABILITY OR OBLIGATION UPON ANY PERSON IN A MATTER FOR WHICH SUCH PERSON WOULD OTHERWISE BE ENTITLED TO INDEMNIFICATION HEREUNDER, NO INDEMNIFICATION SHALL BE PROVIDED TO SUCH PERSON WITH RESPECT TO SUCH MATTER IF IT IS DETERMINED, PURSUANT TO SECTION 4 OF THIS ARTICLE 6B, ON THE BASIS OF FACTS KNOWN AT THAT TIME (WITHOUT INDEPENDENT INVESTIGATION), THAT SUCH PERSON DID NOT ACT IN GOOD FAITH IN THE REASONABLE BELIEF THAT HIS ACTION WAS IN THE BEST INTERESTS OF THE CORPORATION OR, TO THE EXTENT SUCH MATTER RELATES TO SERVICE WITH RESPECT TO AN EMPLOYEE BENEFIT PLAN, IN THE BEST INTERESTS OF THE PARTICIPANTS OR BENEFICIARIES OF SUCH EMPLOYEE BENEFIT PLAN.

3. INDEMNIFICATION MAY INCLUDE PAYMENT BY THE CORPORATION OF EXPENSES IN DEFENDING AN ACTION OR PROCEEDING IN ADVANCE OF THE FINAL DISPOSITION OF SUCH ACTION OR PROCEEDING UPON RECEIPT OF AN UNDERTAKING BY THE PERSON INDEMNIFIED TO REPAY SUCH PAYMENT IF IT IS ULTIMATELY DETERMINED THAT SUCH PERSON IS NOT ENTITLED TO INDEMNIFICATION UNDER THIS ARTICLE 6B, WHICH UNDERTAKING MAY BE ACCEPTED WITHOUT REFERENCE TO THE FINANCIAL ABILITY OF SUCH PERSON TO MAKE SUCH REPAYMENT.

4. ANY DETERMINATION OF WHETHER A PERSON IS ENTITLED TO INDEMNIFICATION PURSUANT TO SECTION 2 OF THIS ARTICLE 6B SHALL BE MADE BY: (A) A MAJORITY VOTE OF A QUORUM OF THE DIRECTORS OF THE CORPORATION CONSISTING OF PERSONS WHO ARE NOT AT THAT TIME PARTIES TO THE ACTION, SUIT OR PROCEEDING IN QUESTION ("DISINTERESTED DIRECTORS"), (B) IF NO SUCH QUORUM IS OBTAINABLE, A MAJORITY VOTE OF A COMMITTEE OF TWO OR MORE DISINTERESTED DIRECTORS, (C) A MAJORITY VOTE OF A QUORUM OF THE OUTSTANDING SHARES OF STOCK OF ALL CLASSES ENTITLED TO VOTE FOR DIRECTORS, VOTING AS A SINGLE CLASS, WHICH QUORUM SHALL CONSIST OF STOCKHOLDERS WHO ARE NOT AT THAT TIME PARTIES TO THE ACTION, SUIT OR PROCEEDING IN QUESTION, (D) INDEPENDENT LEGAL COUNSEL (WHO MAY BE REGULAR LEGAL COUNSEL TO THE CORPORATION) APPOINTED FOR SUCH PURPOSE BY VOTE OF THE DIRECTORS IN THE MANNER SPECIFIED IN CLAUSE (A) OR (B) ABOVE, OR (E) A COURT OF COMPETENT JURISDICTION.

5. THE CORPORATION SHALL NOT INDEMNIFY ANY SUCH PERSON SEEKING INDEMNIFICATION IN CONNECTION WITH A PROCEEDING (OR PART THEREOF) INITIATED BY SUCH PERSON UNLESS THE INITIATION THEREOF WAS APPROVED BY THE BOARD OF DIRECTORS OF THE CORPORATION.

6. THE INDEMNIFICATION RIGHTS PROVIDED IN THIS ARTICLE (I) SHALL NOT BE DEEMED EXCLUSIVE OF ANY OTHER RIGHTS TO WHICH THOSE INDEMNIFIED MAY BE ENTITLED UNDER ANY LAW, AGREEMENT OR VOTE OF STOCKHOLDERS OR DISINTERESTED DIRECTORS OR OTHERWISE, AND (II) SHALL INURE TO THE BENEFIT OF THE HEIRS, EXECUTORS AND ADMINISTRATORS OF

SUCH PERSONS. THE CORPORATION MAY, TO THE EXTENT AUTHORIZED FROM TIME TO TIME BY ITS BOARD OF DIRECTORS, GRANT INDEMNIFICATION RIGHTS TO OTHER EMPLOYEES OR AGENTS OF THE CORPORATION OR OTHER PERSONS SERVING THE CORPORATION AND SUCH RIGHTS MAY BE EQUIVALENT TO, OR GREATER OR LESS THAN, THOSE SET FORTH IN THIS ARTICLE 6B.

6C. OTHER PROVISIONS

(A) THE DIRECTORS MAY MAKE, AMEND OR REPEAL THE BY-LAWS IN WHOLE OR IN PART, EXCEPT WITH RESPECT TO ANY PROVISION OF SUCH BY-LAWS WHICH BY-LAW OR THESE ARTICLES OR THE BY-LAWS REQUIRE ACTION BY THE STOCKHOLDERS.

(B) MEETINGS OF THE STOCKHOLDERS OF THE CORPORATION MAY BE HELD ANYWHERE IN THE UNITED STATES.

(C) THE CORPORATION SHALL HAVE THE POWER TO BE A PARTNER AND A PARTY TO A JOINT VENTURE IN ANY BUSINESS ENTERPRISE WHICH THIS CORPORATION WOULD HAVE THE POWER TO CONDUCT BY ITSELF.

ARTICLE VII

The effective date of organization shall be the date and time the articles were received for filing if the articles are not rejected within the time prescribed by law. If a later effective date is desired, specify such date, which may not be later than ninety (90) days from the date and time of filing

Later Effective Date (mm/dd/yyyy):

Time (HH:MM)

ARTICLE VIII

The information contained in Article VIII is not a permanent part of the articles of organization.

a,b. The street address of the initial registered office of the corporation in the commonwealth and the name of the initial registered agent at the registered office:

Agent name: RACHANEE DARANUWAT

Number and street:

Address 2:

City or town:

State:

Zip code:

c. The names and street addresses of the individuals who will serve as the initial directors, president, treasurer and secretary of the corporation (an address need not be specified if the business address of the officer or director is the same as the principal office location):

Title	Individual Name	Address
PRESIDENT	RACHANEE DARANUWAT	
TREASURER	RACHANEE DARANUWAT	
SECRETARY	RACHANEE DARANUWAT	
DIRECTOR	RACHANEE DARANUWAT	

d. The fiscal year end (i.e., tax year) of the corporation:

December 31

e. A brief description of the type of business in which the corporation intends to engage:

OPERATE A RESTAURANT.

f. The street address (post office boxes are not acceptable) of the principal office of the corporation:

Number and street:

Address 2:

City or town:

code:

Country: UNITED STATES

g. Street address where the records of the corporation required to be kept in the Commonwealth are located (post office boxes are not acceptable):

Number and street:

Address 2:

City or town:

Country: UNITED STATES

Which is:

☒ its principal office

☐ an office of its transfer agent

☐ an office of its secretary/assistant secretary

☐ its registered office

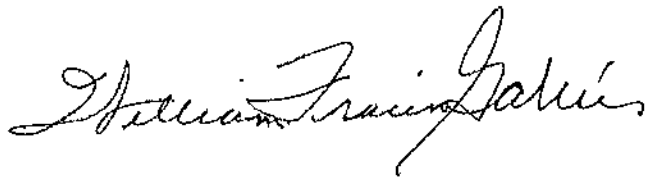
Signed this 6 Day of January, 2025 at 11:01 AM by the incorporator(s). (If an existing corporation is acting as incorporator, type in the exact name of the business entity, the state or other jurisdiction where it was incorporated, the name of the person signing on behalf of said business entity and the title he/she holds or other authority by which such action is taken.)

RACHANEE DARANUWAT

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

January 06, 2025 11:07 AM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large, prominent initial "W".

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

AFFIDAVIT

I, Rachanee Daranuwat, President of Hinoki Japanese Steakhouse, Inc., a duly organized Massachusetts corporation, first being duly sworn do hereby disclose, represent and warrant the following:

- 1) Hinoki Japanese Steakhouse, Inc. was organized with the Massachusetts Secretary of State's Office on January 6, 2025;
- 2) Hinoki Japanese Steakhouse, Inc.'s taxpayer identification number is: 33-2675041; and
- 3) As the entity is newly formed, there are no outstanding federal or state taxes owed or due by Hinoki Japanese Steakhouse, Inc.

Signed under the pains and penalties of perjury on this 24th day of October, 2025.

Hinoki Japanese Steakhouse, Inc.


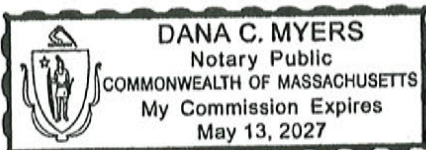


By: Rachanee Daranuwat
Its: President

COMMONWEALTH OF MASSACHUSETTS

NORFOLK, ss.

On this 24th day of October, 2025, before me, the undersigned notary public, personally appeared Rachanee Daranuwat, in her authorized capacity as President of Hinoki Japanese Steakhouse Inc., proved to me through satisfactory evidence of identification, which was MA driver's license, to be the person whose name is signed on this document, and acknowledged to me that she signed it voluntarily for its stated purpose, and who swore or affirmed to me that the contents of the document are truthful and accurate to the best of her knowledge and belief.



Notary Public: Dana C. Myers
My Commission Expires: May 13, 2027



JEAN M. LORIZIO, ESQ.
CHAIRMAN

Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150

CORI REQUEST FORM

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: <small>(IF EXISTING LICENSEE)</small>	00065-RS-0106	LICENSEE NAME:	Triple Sushi, Inc.	CITY/TOWN:	Billerica
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APPLICANT INFORMATION

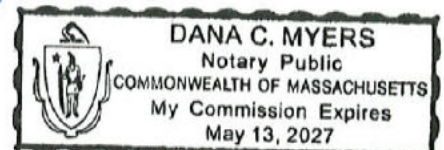
LAST NAME:	Daranuwat	FIRST NAME:	Rachanee	MIDDLE NAME:	
MAIDEN NAME OR ALIAS (IF APPLICABLE):	f/k/a Rachanee Pikulthong		PLACE OF BIRTH:	Thailand	
DATE OF BIRTH:		SSN:		ID THEFT INDEX PIN (IF APPLICABLE):	
MOTHER'S MAIDEN NAME:		DRIVER'S LICENSE #:		STATE LIC. ISSUED:	Massachusetts
GENDER:	Female	HEIGHT:	5' 1"	WEIGHT:	118
				EYE COLOR:	Brown/black
CURRENT ADDRESS:					
CITY/TOWN:		STATE:	MA	ZIP:	
FORMER ADDRESS:					
CITY/TOWN:		STATE:	MA	ZIP:	

PRINT AND SIGN

PRINTED NAME:	Rachanee Daranuwat	APPLICANT/EMPLOYEE SIGNATURE:	
---------------	--------------------	-------------------------------	--

NOTARY INFORMATION

On this	October 24, 2025	before me, the undersigned notary public, personally appeared	Rachanee Daranuwat
(name of document signer), proved to me through satisfactory evidence of identification, which were	MA driver's license		
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.			
			NOTARY



DIVISION USE ONLY

REQUESTED BY:	
SIGNATURE OF CORI-AUTHORIZED EMPLOYEE	

The DCJ Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCJ. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCJ via mail or by fax to (617) 660-4614.

TRIPLE SUSHI, INC.

**CERTIFICATE OF VOTE
OF SPECIAL JOINT MEETING OF
THE STOCKHOLDERS AND BOARD OF DIRECTORS**

I, Jie Xu, Secretary of Triple Sushi, Inc, a corporation duly organized and existing under the laws of the Commonwealth of Massachusetts with a usual place of business at 199 Boston Road, North Billerica, MA, hereby certify that the following is a true record of a special joint meeting of the Stockholders and Directors of the Corporation held at the offices of the Corporation at 1:00 P.M. on February 16, 2025.

All of the equity Shareholders and Directors were present throughout the meeting, namely:

Huachang Zhen,

Jie Xu,

Tadsaluk Urapeepon,

Dong Lin, and

Kah Peng Soon

Jie Xu, as Secretary of the Corporation, was unanimously chosen Chairman and kept the minutes of the meeting.

The Chairman submitted to the meeting the offer made by Hinoki Japanese Steakhouse, Inc. to the Corporation for the purchase of the restaurant business, assets and goodwill of Triple Sushi, Inc. located at 199 Boston Road, North Billerica, MA for the purchase price of \$150,000.00 and pursuant to an asset purchase agreement to be executed between Hinoki Japanese Steakhouse, Inc, as Buyer, and Triple Sushi, Inc, as Seller.

VOTED: That the Corporation accept the offer to purchase restaurant business, assets and goodwill of Triple Sushi, Inc. located at 199 Boston Road, North Billerica, MA for the purchase price of \$150,000.00 and pursuant to an asset purchase agreement to be executed between Hinoki Japanese Steakhouse, Inc, as Buyer, and Triple Sushi, Inc, as Seller.

Finally, in order to effectuate the changes resulting from this special joint meeting of the stockholders and Board of Directors as they relate to the aforementioned purchase transaction with Hinoki Japanese Steakhouse, Inc, on motion duly made and seconded, all of the Shareholders and Directors present voting in the affirmative, it was:

VOTED: That Kahpeng Soon is hereby authorized to execute and deliver on behalf of the Corporation said Agreements, contracts, applications and other documentation as they are related and necessary to effectuate the sale of the restaurant business, assets and good will of Triple Sushi, Inc. located at 199 Boston Road, North Billerica, MA for the purchase price of \$150,000.00 and pursuant to an asset purchase agreement to be executed between

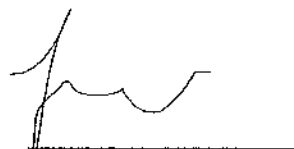
Hinoki Japanese Steakhouse, Inc, as Buyer, and Triple Sushi, Inc, as Seller..

VOTED: That Kahpeng Soon is hereby authorized to execute, deliver and file any documents with regards to modification and/or correction of errors in the corporate structure of Triple Sushi, Inc with any governmental agencies, including with the office of the Massachusetts Secretary of State as needed in order to effectuate the changes resulting from this special joint meeting of the stockholders and Board of Directors as they relate to the aforementioned purchase transaction with Hinoki Japanese Steakhouse, Inc.

I hereby certify that Kahpeng Soon is the duly authorized agent with full power of attorney to act on behalf of the Corporation, and the within Votes have not been rescinded or amended.

Date: February 16, 2025

ATTEST:

A handwritten signature in black ink, appearing to read 'Jie Xu', written over a horizontal line.

Jie Xu, Secretary
Triple Sushi, Inc

**JOINT UNANIMOUS CONSENT IN LIEU OF A MEETING
OF THE
SHAREHOLDERS AND DIRECTORS OF
HINOKI JAPANESE STEAKHOUSE, INC.**

The undersigned, being the shareholders and directors of Hinoki Japanese Steakhouse, Inc., a Massachusetts Corporation (the "Corporation"), acting pursuant to authority under the Corporation's Bylaws, hereby adopt the following resolutions on behalf of the Corporation and consent to the actions authorized thereby:

- RESOLVED: That it is in the best interest of the Corporation to purchase the assets set forth in an Asset Purchase Agreement from seller Triple Sushi, Inc. in accordance with the terms set forth in said Asset Purchase Agreement;
- FURTHER RESOLVED: That it is in the best interests of the Corporation to prepare and file an application for the transfer of the on-premises, all alcoholic beverages/liquor license (ABCC License Number 00065-RS-0106) from current licensee, Triple Sushi, Inc. (dba Nana Japanese Steak House, aka Nana 7 Japanese Steakhouse), requesting transfer of said license to Hinoki Japanese Steakhouse, Inc. Said application for transfer shall be filed with the Town of Billerica and the Commonwealth of Massachusetts Alcoholic Beverages Control Commission (as applicable);
- FURTHER RESOLVED: That in said application for transfer of liquor license, Rachanee Daranuwat is hereby authorized and appointed to serve as the ABCC Manager of record on behalf of the Corporation;
- FURTHER RESOLVED: That Rachanee Daranuwat is authorized by the Corporation to take the steps necessary to file for a business certificate with the Town of Billerica for the Corporation to conduct business as "Hinoki Japanese Steakhouse" if it is deemed necessary by the Town of Billerica;
- FURTHER RESOLVED: That Rachanee Daranuwat, acting President of the Corporation, is authorized to prepare and file an entertainment license application with the Town of Billerica in order to have music played at the intended "Hinoki Japanese Steakhouse";

- FURTHER RESOLVED: That Rachanee Daranuwat, acting President of the Corporation, is authorized to prepare and file an application for a license as a Common Victualler with the Town of Billerica, and she is authorized to provide all documentation necessary to obtain such license;
- FURTHER RESOLVED: That with the intended asset purchase from Triple Sushi, Inc., the Corporation wishes to rent the premises/property located at 199 Boston Road, Billerica, MA (also known as Store #5 in the Treble Cove Plaza). Rachanee Daranuwat, acting President of the Corporation, is hereby authorized to negotiate, prepare and enter into a Fifth Amendment and Assignment of Lease with the landlord/lessor of the subject premises/property Dudley Trading Associates Nominee Trust, with a proposed initial monthly rental amount of \$9,603.75 (triple net). The Fifth Amendment and Assignment of Lease shall include terms that said proposed lease shall be contingent upon: (1) the completion and closing on the asset purchase from Triple Sushi, Inc. to Hinoki Japanese Steakhouse, Inc., and (2) the approved and successful transfer of liquor license, and obtaining a common victualler license and all other licenses in order to operate the restaurant;
- FURTHER RESOLVED: That Rachanee Daranuwat, acting President of the Corporation, is hereby authorized and granted full authority to perform any and all acts necessary, including executing any documents and providing all the necessary and requested documents, for the application for the liquor license transfer on behalf of Corporation, to file for a business certificate reflecting the intended dba "Hinoki Japanese Steakhouse" (if deemed necessary), to file an application for a common victualler license, and to file an entertainment license application; and
- FURTHER RESOLVED: A copy of this Joint Unanimous Consent shall be placed in the Corporation's minute book.

IN WITNESS WHEREOF, the undersigned, being the shareholders and directors of the Corporation, have executed this Joint Unanimous Written Consent of the Shareholders and Directors effective as of March 9, 2025.

HINOKI JAPANESE STEAKHOUSE, INC.
A Massachusetts Corporation

SHAREHOLDERS:



Rachanee Daranuwat

DIRECTORS:



Rachanee Daranuwat

If your passport expires within six months of your date of departure, you may be denied entry into some countries.



Am

SIGNATURE OF BEARER / SIGNATURE DU TITULAIRE / FIRMA DEL TITULAR

PASSPORT
PASSEPORT / PASAPORTE

THE UNITED STATES OF AMERICA

Type/Type/Tipo	Code/Code/Código	Passport
P	USA	

DARANUWAT

RACHANEE

Nationality/Nationalité/Nacionalidad
UNITED STATES OF AMERICA

naclm1ento

E

Lugar de nacimiento

Fecha de expedición

Fecha de caducidad

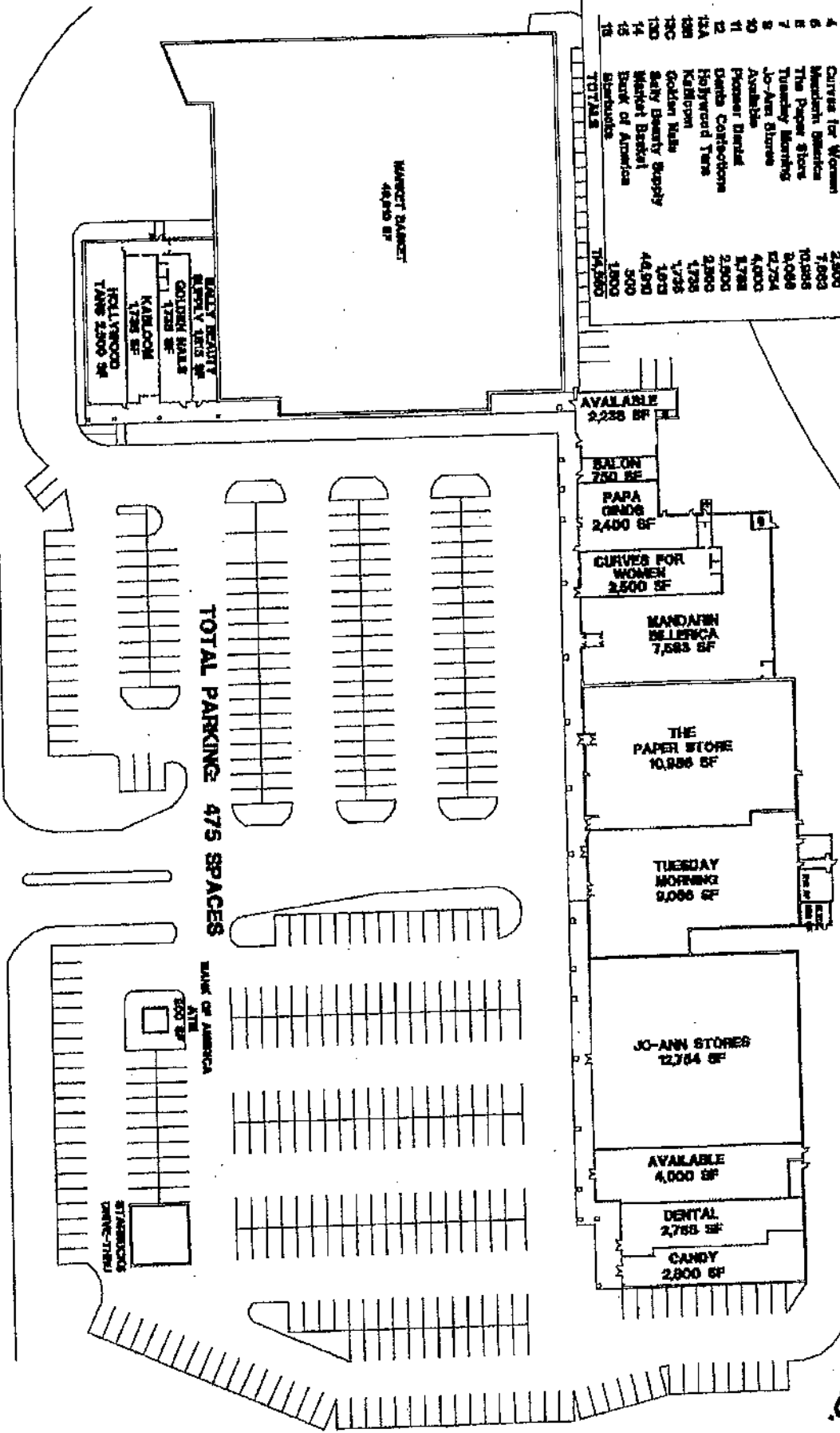
Authority/Autorité/Autoridad

UNITED STATES DEPARTMENT OF STATE

P<USADARANUWAT<<RACHANEE<<<<<<<<<<<<<<<<<<

Approximate Footage Calculations

LINE #	TENANT	Square Feet
1	Available	2,238
2	Locals by Levels	750
3	Paper Store	2,400
4	Curves for Women	2,500
5	Mandarin Bellierica	7,583
6	The Paper Store	10,886
7	Tuesday Morning	9,086
8	Jo-Ann Stores	12,784
9	Available	4,000
10	Promer Dental	2,788
11	Dental Collections	2,800
12A	Hollywood Tans	2,800
12B	Kidzworld	1,735
13C	Golden Hair	1,973
13D	Sally Beauty Supply	44,873
14	Market Basket	500
15	Bank of America	1,800
16	Shedville	18,580
TOTALS		174,580



TREBLE COVE RD.

BOSTON ROAD (STATE ROUTE 3A)

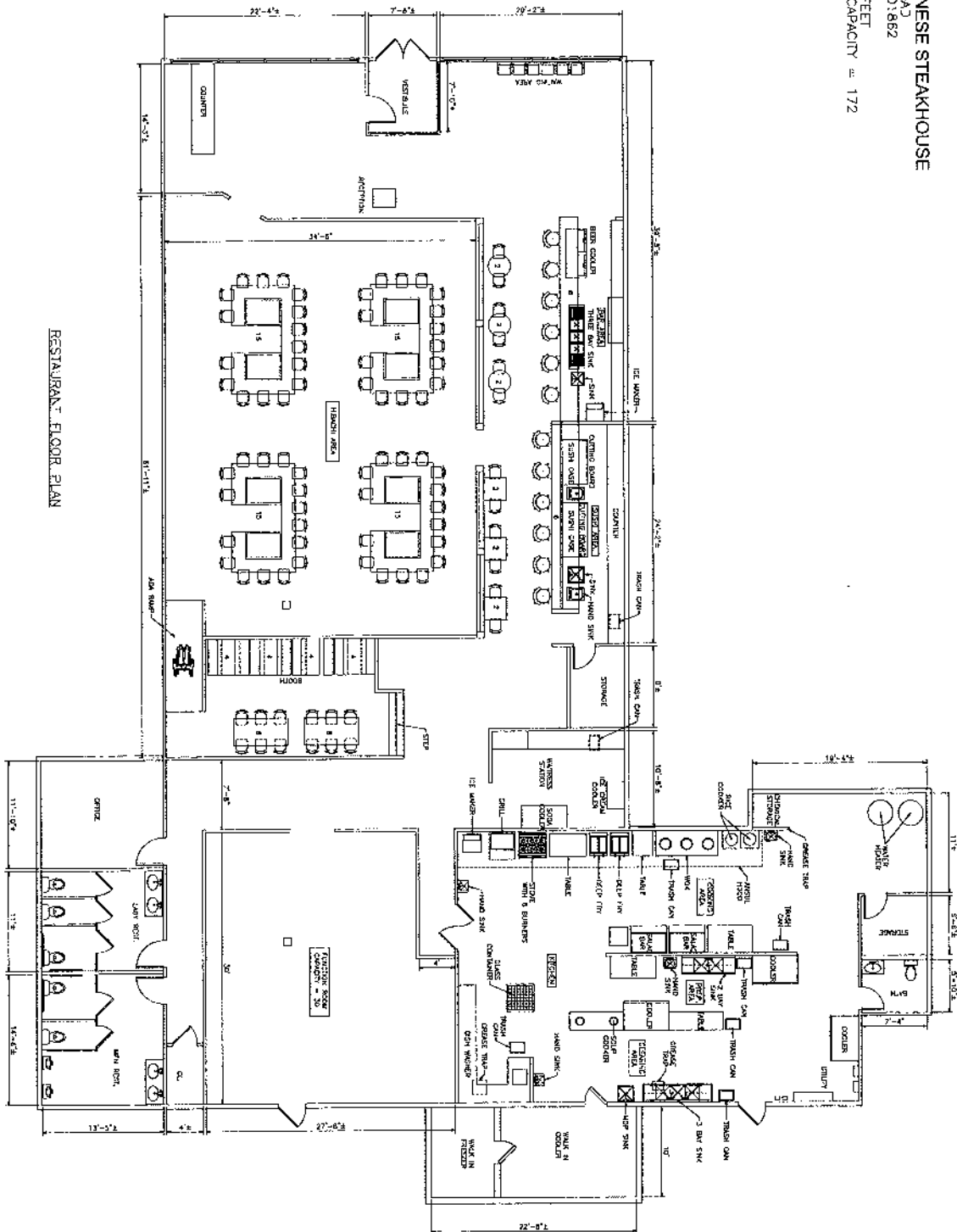
DSA ONE SHIPTARD WAY
REDFORD, MA
ARCHITECTS 781-591-1939

TREBLE COVE PLAZA
BILLERICA, MA

Traffic Light

199 BOSTON ROAD
BILERICA, MA. 01862

7,685 SQUARE FEET
TOTAL SEATING CAPACITY = 172



RESTAURANT FLOOR PLAN



1248 RANDOLPH AVE
MILTON, MA 02186
TEL: (617)-797-6837
EMAIL: quocluanp@comcast.com

T DESIGN, LLC

HINOKI JAPANESE STEAKHOUSE
199 BOSTON ROAD
BILLERICA, MA. 01862

REV.	DATE
BY: TN	
DATE: 7/14/2025	
SCALE: 1/4"=1'-0"	
SHEET NO.: A-1	



Board of Assessors

Town Hall

365 Boston Road

Billerica, Massachusetts 01821



JOHN B. SPEIDEL, *Chairman*
RICHARD J. SCANLON, *Associate*
RICK LADD, *Associate*

Tele: (978) 671-0971
assessors@town.billerica.ma.us

ABUTTERS LIST REQUEST

Name Dana C. Myers, Esq. Date September 13, 2025

Address of Property: 199 Boston Road (Store #5), Billerica Plate 22

Telephone Number: 857-939-0152 Parcel 11-1

I request one copy of the following abutters list and three copies of the labels for the above listed property. The cost of this service shall be \$2.00 per name. The list shall be available five to ten (5-10) working days from the requested date or earlier.

Signature of applicant [Signature]

Types of Abutters Lists

There are four types of abutters lists which may be required in the Town of Billerica. The board or commission you are seeking approval from and the particular request you are making determines the type of list. You will need to contact the applicable board or commission to determine which of the following will be required in your case.

(Circle one - If no letter is circled a "D" list will be prepared.)

A. Direct Abutters - Direct Abutters to Parcel and Roadway Being Improved

This list contains direct abutters only. Properties across public right-of-ways or paper streets, which have not been discontinued, are not included. (This list should include direct abutters to the roadway being improved if road construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the parcel, notwithstanding public or private streets or 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.

Assessor's Signature John B. Spiehl Date 9-15-25 Amount \$8.00



7 Parcels
1 Applicant
- 2 DVPS
4



Abutters Map for Parcel 22/11-1 using direct abutters

Printed on 09/15/2025 at 01:39 PM

Legend

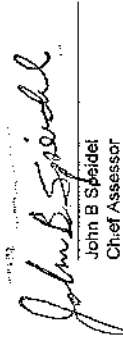
-  Parcel Boundary Selection
-  Parcel Boundary



Parcel ID	Location	Owner 1	Owner 2	Address 1	Address 2	City	State	Zip Code
22-10-3-1	TREBLE COVE RD	CAPUA REALTY TRUST XIII LLC		280 MERRIMACK STREET		METHUEN	MA	01844
22-10-3-2	181 BOSTON RD	CAPUA REALTY TRUST XIII LLC		280 MERRIMACK STREET		METHUEN	MA	01844
22-11-1	195 BOSTON RD	KANE JONATHAN T TR		ONE VAN DEE GRAATT DRIVE	SUITE 402	BURLINGTON	MA	01803
22-13-1-3	76 TREBLE COVE RD	ALIBRANDI JAMES P		70 TREBLE COVE RD		N BILLERICA	MA	01862
22-13-2-2	70 TREBLE COVE RD	ALIBRANDI JAMES P		70 TREBLE COVE RD		N BILLERICA	MA	01862
22-152-0	221 BOSTON RD	LOMBARDI PROPERTY HOLDINGS LLC		221 BOSTON ROAD		N BILLERICA	MA	01862-2971
22-16-1	TREBLE COVE RD	TOWN OF BILLERICA		365 BOSTON RD		BILLERICA	MA	01821

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 taken to insure proper notification.

The Board of Assessors certifies the accuracy of the names and addresses on this list based upon our current records.


John B. Spidel
Chief Assessor
September 15, 2025

**TOWN OF BILLERICA
SELECT BOARD
PUBLIC HEARING
TRANSFER OF AN ALL-ALCOHOL §12 RESTAURANT, COMMON VICTUALLER,
ENTERTAINMENT (WEEKDAY & SUNDAY) LICENSES
365 BOSTON RD
CONWAY HEARING ROOM (205) and via ZOOM
BILLERICA, MA 01821
DECEMBER 8, 2025 @ 6:00 PM**

Notice is hereby given under Chapter 138 of MGL. that a public hearing will be held for the transfer of an On-Premises All-Alcohol License §12 Restaurant, Common Victualler License, Entertainment (Weekday & Sunday) License **FROM** Triple Sushi Inc. dba Nana Seven **TO** Hinoki Japanese Steakhouse, Inc. dba Hinoki Japanese Steakhouse at the premises located at 199 Boston Road, Billerica, MA. A public hybrid hearing will be held by the Select Board on Monday, December 8, 2025 at 6:00 PM in the Thomas H. Conway Hearing Room, Town Hall, 365 Boston Road, Billerica, MA and via Zoom.
<https://us02web.zoom.us/j/83477138002>

Dawn McDowell (Select Board)

From: legals@mediaonene.com
Sent: Friday, November 21, 2025 12:52 PM
To: Dawn McDowell (Select Board)
Subject: Thank you for placing your order with us.

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

THANK YOU for your ad submission!

This is your confirmation that your order has been submitted. Below are the details of your transaction. Please save this confirmation for your records.

Job Details

Order Number:
NY0162246
Classification:
COB/Liquor License
Package:
Legals MA
Order Cost:
\$232.29

Schedule for ad number NY01622460

Mon Nov 24, 2025
The Lowell Sun Legals
All Zones

Account Details

BILLERICA SELECT BOARD MA Legals
TOWN HALL 365 BOSTON ROAD
BILLERICA, MA 01821
978-671-0939
selectboard@town.billerica.ma.us
BILLERICA SELECT BOARD

**TOWN OF BILLERICA
SELECT BOARD
PUBLIC HEARING
TRANSFER OF AN
ALL-ALCOHOL
§12 RESTAURANT,
COMMON
VICTUALLER,
ENTERTAINMENT
(WEEKDAY &
SUNDAY) LICENSES
365 BOSTON RD
CONWAY HEARING
ROOM (205) and via
ZOOM
BILLERICA, MA
01821
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11/24/25
#NY0162246



OFFICE OF THE TOWN CLERK

TOWN HALL, ROOM 101

365 BOSTON ROAD

BILLERICA, MA 01821

978-671-0924

Donna J. McCoy, CMC

Town Clerk

Certified Municipal Clerk

December 2025

Jillian Pavidis, Chairman
Billerica Select Board
Town Hall
365 Boston Road
Billerica, MA 01821

RE: 1. Town Election
2. Date & Time of Town Meeting

Dear Madame Chair,

The 2026 Annual Town Election will be held on April 11, 2026, per section 3.1(C), as amended in the Town Charter and Article 1, Section 3 (3.1) (A) of the Billerica General By-Laws. Therefore, I am requesting that the Select Board vote the following:

1. The hours of the Annual Town Election:
(Town Election hours: 8:00 AM to 8:00 PM)
2. Verify the date and hour for the Spring Session of the Annual Town Meeting to commence, per Section 2-1(1) (5), as amended of the Town Charter and Article 1, Section 1 (1.1) (A)(C) of the Billerica General By-laws.
(Tuesday, May 5, 2026, at 7:00 PM)

Sincerely,

Donna J. McCoy, CMC
Town Clerk

2/



Join us for Wreaths Across America Day – December 13, 2025 🇺🇸

Last year, Billerica was honored to be named an official convoy stop as the wreaths traveled from Maine to Arlington National Cemetery — a powerful reminder of our community's commitment to honoring our nation's heroes.

This year, we invite you to join us once again as we Remember, Honor, and Teach by laying wreaths for our veterans. This year's event will be Saturday December 13th, 2025.

📍 Fox Hill Cemetery, Billerica, MA

🕒 Ceremony begins at 11:30 A.M.



LICENSE APPLICATION
BILLERICA SELECT BOARD

Fee Paid: \$

BillERICA Select Board AM 11:16
RCAD DEC 4 2025

ACTION: ☒ NEW or ☐ CHANGE

Licensee of Business: 1975 LLC dba Frangos		
Doing Business As: Frangos		
Street Address: 199 Boston Road		Assessors Plate/Parcel:
Phone #: [REDACTED]	Zip Code: 01821	Tax ID #: [REDACTED]
Alt. Phone: [REDACTED]	Email: [REDACTED]	

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.

This unit has one floor that is 2,400 sq ft total with
1 exit in front & two in the back. The unit holds 92 people.

REQUIRED SIGNATURES: (Obtain necessary approvals before submission)


Building Inspector: [Signature]	Date: 12-1-25
Comments:	
Board of Health: [Signature]	Date: 12/01/25
Comments: Applicant shall receive a Food Operation Permit.	
Police: Lt. S. [Signature]	Date: 12/1/25
Comments:	
Fire: [Signature]	Date: 12-1-25
Comments:	
Treasurer: Mary Ann Schupea	Date: 12/1/25
Comments:	

Manager's Name: Cortney Constantino	
Street Address: [REDACTED]	
City/Town/State/Zip: [REDACTED]	
Phone #: [REDACTED]	Email: [REDACTED]

Requested Hours of Operation: (For new application or for change on license)

Weekday (Monday-Friday):	11:30am - 10pm (M-T) Friday 11am - midnight
Saturday:	11am - midnight
Sunday:	11am - midnight 9am

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):	<u>Restaurant</u>	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):			
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: 7/10/25
Title: owner			
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:

Keypoint partners
 one van de graaff drive suite H-102
 burlington, MA 01803



The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
Lafayette City Center
2 Avenue de Lafayette, Boston, MA 02111-1750
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: 1975 LLC Prangos

Address: 199 Boston Rd

City/State/Zip: Billerica MA 01821

Phone #: 781

Are you an employer? Check the appropriate box:

1. ☒ I am an employer with _____ 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

5. ☐ Retail
6. ☐ Restaurant
7. ☐ Office
8. ☐ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Healthcare
12. ☐ Other

no employees on payroll yet.

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation insurance.

**If the corporate officers have exempted themselves, but the corporation has other employees, a worker's compensation 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: SouthMayd

Insurer's Address: Main St Wilmington MA 01887

City/State/Zip: _____

Policy # or Self-ins. Lic. # _____

Expiration Date: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under § 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: A Constantino

Date: 12/31/85

Phone #: _____

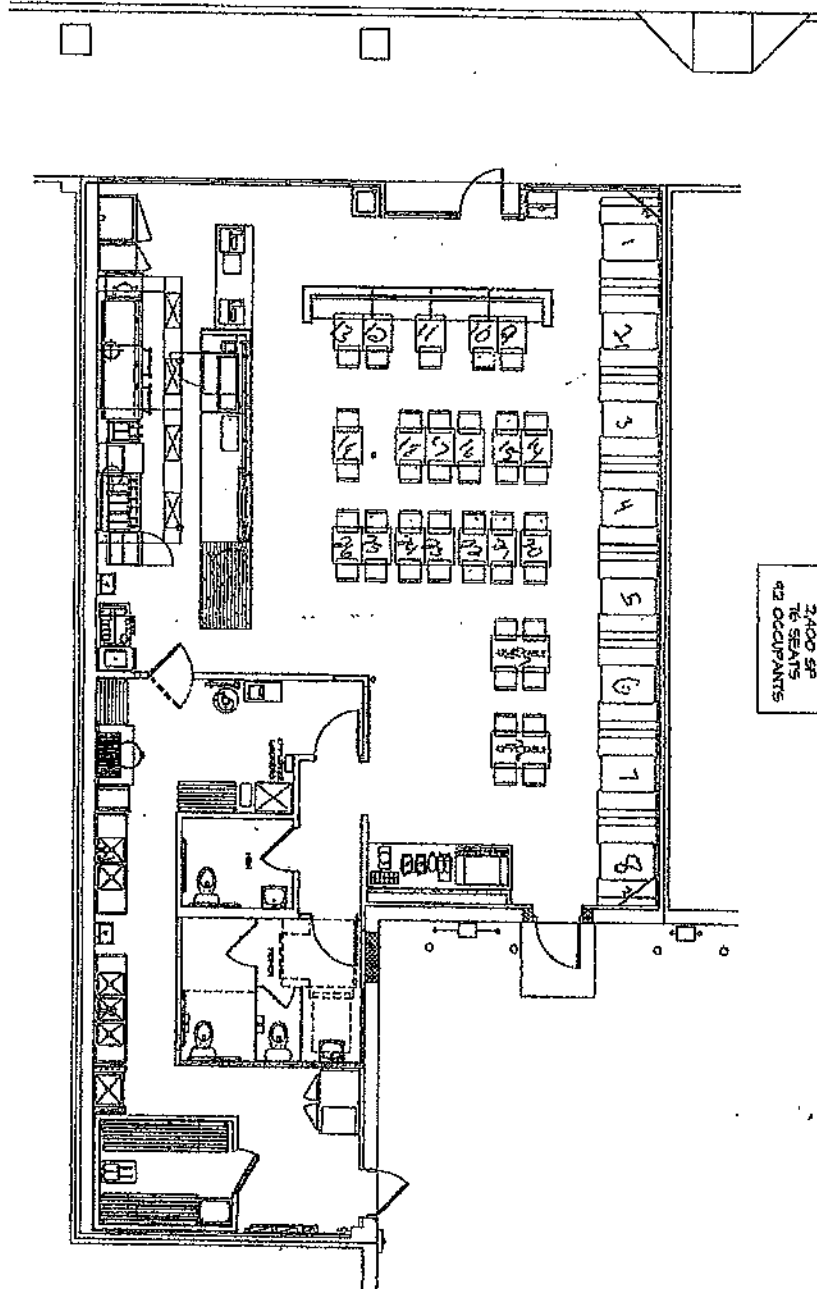
Official use only. Do not write in this area, to be completed by city or town official.

City or Town: _____ Permit/License # _____

Issuing Authority (check one):

1. ☐ Board of Health 2. ☐ Building Department 3. ☐ City/Town Clerk 4. ☐ Licensing Board
5. ☐ Selectmen's Office 6. ☐ Other _____

Contact Person: _____ Phone #: _____



2400 SF
76 SEATS
42 OCCUPANTS

1 FLOOR PLAN
SCALE 1/8" = 1'-0"



ServSafe

ServSafe® CERTIFICATION

RYAN CULHANE

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the ANSI (American National Standards Institute) National Accreditation Board (ANAB)-Conference for Food Protection (CFP).

28100095

CERTIFICATION NUMBER

5683

EXAM FORM NUMBER

10/7/2024

DATE OF EXAMINATION

10/7/2029

DATE OF EXPIRATION

Local laws apply. Check with your local health agency for recertification requirements.



#0655

Sherrin E. [Signature]



THE COMMONWEALTH OF MASSACHUSETTS

BILLERICA
City or Town

BOARD OF APPEALS



2025 00327709
Cert: 27025 Bk: 00138 Pg: 49
Recorded: 09/25/2025 09:56 AM

RECEIVED

AUG 25 P 3:30

TOWN CLERK
BILLERICA

Date: August 13, 2025

Certificate of Granting of Special Permit
(General Laws Chapter 40A, Section 11)

The Board of Appeals of the Town of Billerica hereby certifies that a **SPECIAL PERMIT** has been **GRANTED** (Case #25-42):

To: 1975 LLC (d/b/a/ FRANGOS)

Address: 199 BOSTON ROAD

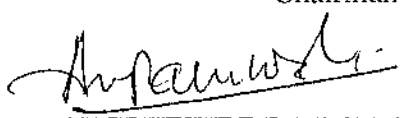
City or Town: BILLERICA, MA 01821

affecting the rights of the owner with respect to land of buildings at 199 BOSTON ROAD, Billerica, MA Plate 22 Parcel 11-1 and recorded in M.N.D.R. of D's Book 138 Page 49

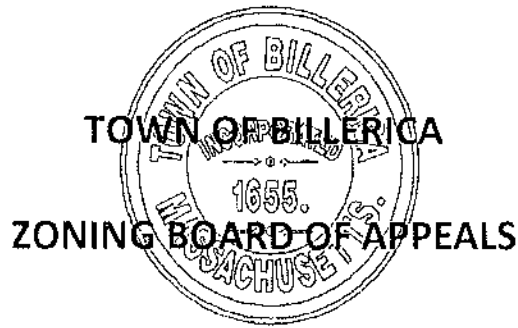
And the said Board of Appeals further certifies that the decision attached hereto is a true and correct copy of its decision **GRANTING** said **SPECIAL PERMIT** and that copies of said decision, and of all plans referred to in the decision, have been filed with the planning board and the city or town clerk.

The Board of Appeals also calls to the attention of the owner or applicant that General Laws, Chapter 40A, Section 11 (last paragraph) provides that no variance or special permit, or any extension, modification or renewal thereof, shall take effect until a copy of the decision bearing the certification of the town or city clerk that twenty days have elapsed after the decision has been filed in the office of the city or town clerk and no appeal has been filed or that, if such appeal has been filed, that it has been dismissed or denied, is recorded in the registry of deeds for the county and district in which the land is located and indexed in the grantor index under the name of the owner of record or is recorded and noted on the owner's certificate of title. The fee for such recording or registering shall be paid by the owner or applicant.


Chairman


Vice-Chairman

owner: Dudley Trading Assoc. Homestead Trust
Jonathan T Kane, TR. OTE #



CASE # 25-42 SP Granted

DATE: August 13, 2025

Applicant: 1975 LLC (d/b/a FRANGOS)

Locus: 199 BOSTON ROAD

Assessor's Map: Plate 22 Parcel(s) 11-1

A public hearing was held on Wednesday, August 13, 2025 in the Town Hall, Room 210 at 6:13 PM, for a Special Permit under Sections 5.C.6.c(2)(m) (Fast Order Food Establishment) of the Zoning By-Law to operate chicken fast order food establishment located in a General Business Zone.

Notice of this hearing was advertised in the Lowell Sun on July 30, 2025 and August 6, 2025. Notice of this hearing was also posted at the Town Hall and sent to the applicant and all abutters located within 300 feet of the property.

The following members were present and voting on this petition: Eric Anable, Robert Accomando, Richard Colantuoni, Michael Pendleton, and Anupam Wali.

Courtney Constantino presented their request to transfer ownership of the special permit to operate a Fangos Chicken fast food establishment in a unit previously occupied by Mooyah's Restaurant. The hours of operation will be Sunday 11:00 am to 9:00 pm, Monday to Thursday 11:30 am to 10:00 pm, and Friday & Saturday 11:00 am to midnight. They are not planning on making alterations to the space.

The submitted Plot Plan prepared by RJ O'Connell & Associates, Inc. dated May 17, 2025 and the interior design plan shall be filed as the Plans of Record for this decision.

The Board of Appeals voted 5-0 to Grant the Special Permit requested.

**Billerica Zoning Board of Appeals
365 Boston Road, Billerica, Massachusetts – 01821
Telephone (978) 671-0964**

The Board finds (1) the proposed special permit is in harmony with the general purpose and intent of the Zoning By-Law and Chapter 40A; (2) the proposed use is in compliance with all other requirements set forth in this Zoning By-Law for issuance of a special permit; and (3) the proposed use will not prove injurious to the safety or general welfare of the neighborhood into which it proposes to locate nor will the proposed use prove destructive of property values.

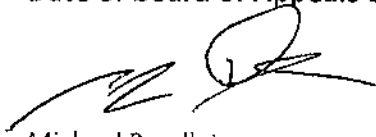
SPECIAL PERMIT CONDITIONS:

1. This special permit is for the petitioners only and may not be transferred or sold without applying to the Board of Appeal.
2. The hours of operation are: Sunday 11:00 am to 9:00 pm, Monday to Thursday 11:30 am to 10:00 pm and Friday & Saturday 11:00 am to midnight.
3. The owner of the restaurant shall be responsible for the cleaning up of any rubbish, trash or debris on the property caused by the restaurant use, daily.
4. Dumpster pick shall be no earlier than 7:00 AM and no later than 7:00 PM.
5. The relief granted by this Special Permit is confined to: (1) scope of the advertisement of the public hearing, (2) specific exceptions to the Zoning By-Law identified in this decision and only to the extent of the relief requested in the application, no other relief is implied, (3) scope is limited to the testimony given and documents produced
6. The applicant shall, after the (20) twenty-day appeal period has expired, return to the Town Clerk to have this decision stamped, then record notice of same with the North Middlesex Registry of Deeds and file a copy of the Registry Receipt with the Board of Appeals within (90) ninety days of filing of decision with the Town Clerk. Failure to record this decision within (90) ninety days shall render it null and void.
7. Special Permits shall be used within a (2) two-year period or shall be null and void.

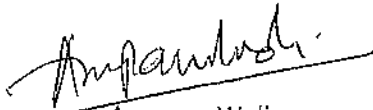
Notice of this decision shall be mailed forthwith to the applicant, to the parties in interest designated in M.G.L. Chapter 40A, Section 11, and to every person present at the hearing who requested that notice be sent to him and stated the address to which such notice was to be sent.

Any Appeal from this decision shall be made pursuant to M.G.L. Chapter 40A, Section 17 and shall be filed within (20) twenty days after the date of the filing of the notice of decision in the office of the Town Clerk.

Date of Board of Appeals Decision: August 13, 2025



Michael Pendleton
Chairman



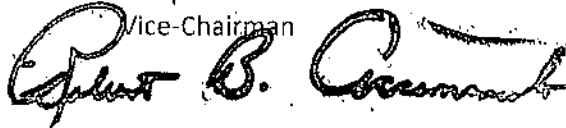
Anupam Wali
Vice-Chairman



Eric Anable
Secretary



Richard Colantuoni
Member



Robert Accomando
Member

ATTEST: I, Elizabeth A. Berube, Clerk/Assistant Clerk, for the Town of Billerica, MA., hereby certify that the decision from the Board of Appeals has been received and recorded at this office and no appeal was received during the twenty (20) days next after such receipt and recording of said decision.

Donna L. McCoy, Town Clerk

Date



Elizabeth Berube, Assistant Town Clerk

September 24, 2025
Date

RJOC

DATE	NOV 74	7	NOV 74	14
REVISION				
NO				
DATE				
BY				
CHECKED BY				
DATE				
BY				
CHECKED BY				
DATE				

RJO'CONNELL
& ASSOCIATES, INC.
KEYPOINT PARTNERS
ONE VINE STREET, SUITE 200
BURLINGTON, MA 01803
781-379-0000

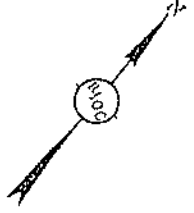
199 BOSTON ROAD
BELLERUSA, MA

OWNER
ARCHITECT
DATE
BY
CHECKED BY
DATE

OVERALL SITE PLAN

OS-1

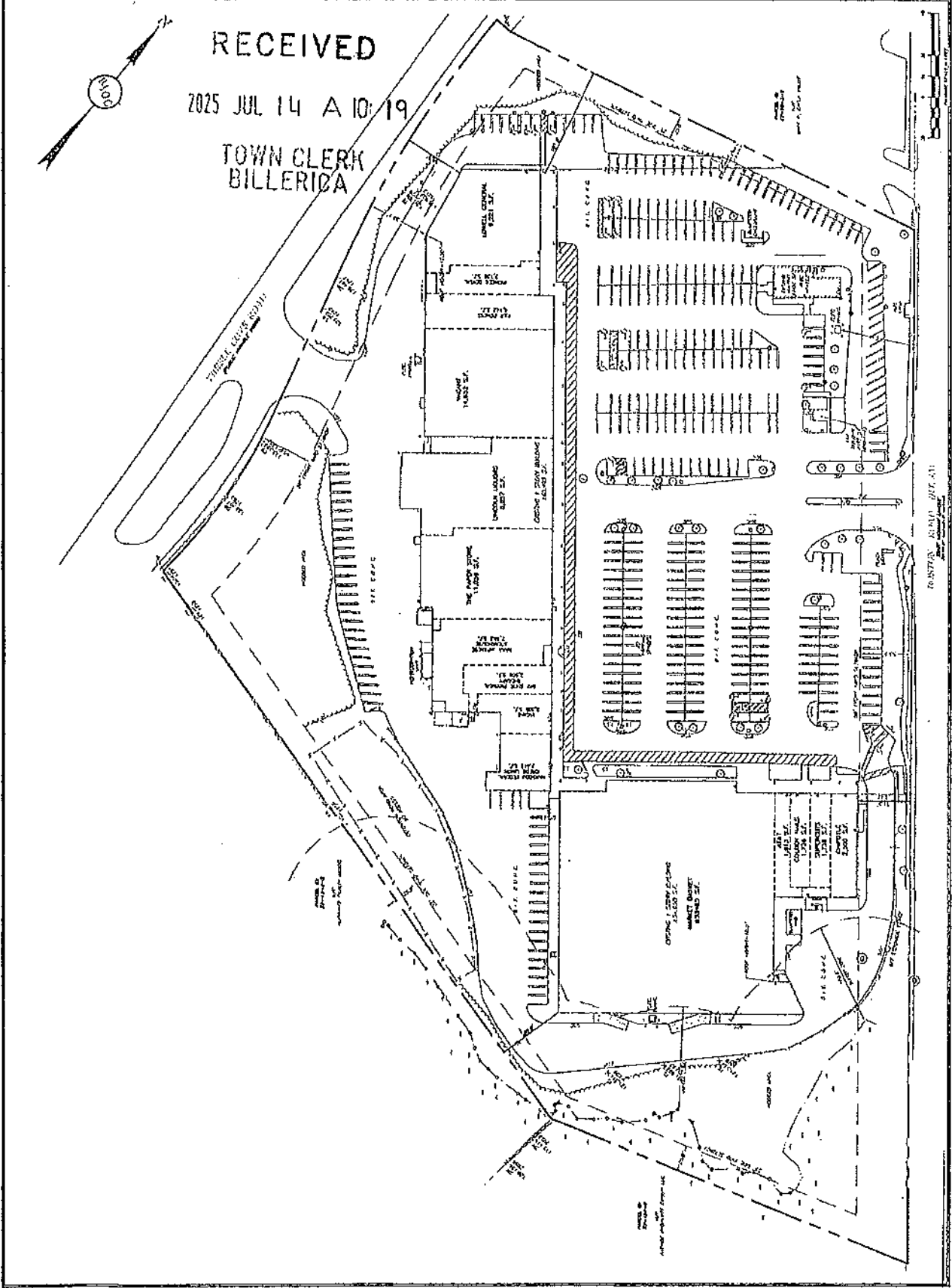
22043



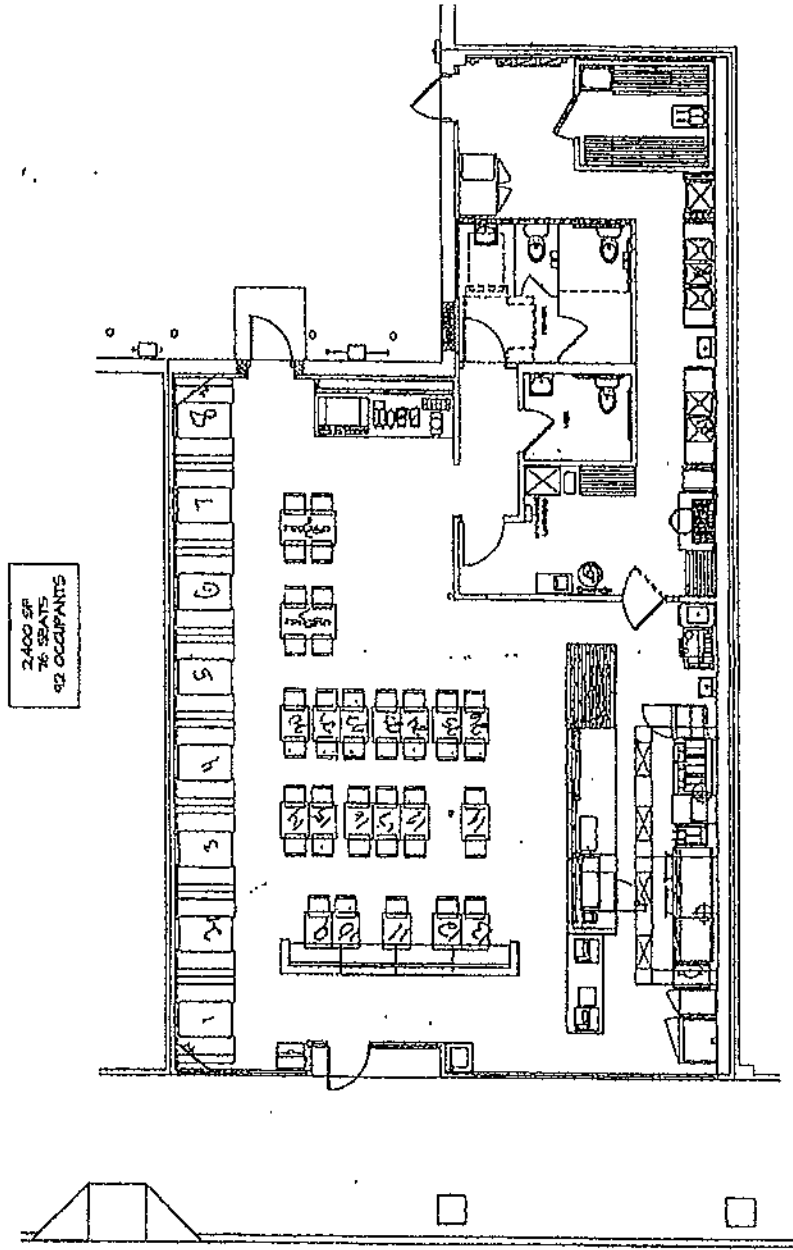
RECEIVED

2025 JUL 14 A 10:19

TOWN CLERK
BILLERICA



RECEIVED
2025 JUL 15 A 10:58
TOWN CLERK
BILLERICA



Doc 00327709

MIDDLESEX NORTH LAND COURT
REGISTRY DISTRICT
RECEIVED FOR REGISTRATION

On: Sep 25/2025 at 09:56A

Document Fee 105.00 Rec Total \$105.00

NOTED ON: CERT 27025 BK 00128 PG 49

October 10, 2025

Board of Selectmen
Town Hall
365 Boston Road
Billerica, MA 01821

Dear Sir/Madam:

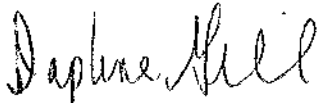
I am sending this letter and along with my Constable Application and respectfully request consideration by the Chief of Police and the Board to consider me as an additional Constable for the Town. I have been an appointed and bonded Constable for the Town of Dracut for many years, and I am currently waiting for my reappointment with them. My spouse, Guy Gill, has been an appointed constable for Billerica for over 18 years, and I would like to work alongside him for your town as well.

I have been and continue to be a person with a good reputation and character, and I am confident that I am qualified to hold this position for your town.

Also, please be advised that the Town of Salem is reciprocal regarding acceptance of constables from other cities or towns.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Daphne Gill".

Daphne Gill

/dg

Enclosures



**Town of Billerica
Constable Application**

☒ **NEW APPLICATION**

☐ **RENEWAL**

Name: Daphne Gill

Address: [REDACTED]

City/Town: [REDACTED] State: [REDACTED] Zip Code: [REDACTED]

Primary Phone #: [REDACTED] Email: [REDACTED]

Education:

High School: Malden High School Year of Grad.: 1981

College: Salem State College Year of Grad.: 1986
(Please list school and type of degree)

Post Graduate: _____ Year of Grad.: _____
(Please list school and type of degree)

Experience:

Are you currently, or have you ever been a Constable in any other Town(s), including Billerica? Yes

If so where and for how long have you been appointed or where appointed?

Dracut, MA 15 years

Also, MASS. Dept. of Revenue / Child Support - Enforcement Div. -
15 YRS.

Are you currently employed? Yes

Current Employer: Angiolillo and Associates

Current Employer Address: 99 Walnut Street, Saugus, MA 01906

Position of Employment: Bookkeeper

Number of Years Employed with Current Employer: 5 yrs

Previous five years of Employment: (list employer, years of employment and position)

Cossingham Law Office, 20 years, Billing Manager
Vendor For Dept. of Revenue / Child Support & Enforcement
Dept. - Process Server, 15 YRS.

Please indicate the Law Firms (names and addresses) that you have served civil process for or intend to service civil process for:

Bernard Campbell Esq., one Stiles Rd., Salem, NH 03079
Darlene M. Daniels, Esq., 56 Stiles Rd. Salem NH 03079

Please provide the following information to be considered for appointment:

1. A written statement outlining your reasons for wanting to be appointed/re-appointed as a Constable in the Town of Billerica and attesting to the fact that you are a person of good repute and character and qualified to hold office.
2. A statement as to your moral character signed by at least five (5) reputable residents of the Town in which you reside, one of whom must be an Attorney. (New Applicants Only)
3. If appointed, a Bond for \$5,000 for the Town to use as surety in regard to your performance as a Constable must be filed with the Town Clerk
4. Should an applicant be a resident of another community please attach, with your application, documentation certifying reciprocity from the Appointing Authority of the community in which you reside.

NOTE:

- Applications will not be considered unless and until all information and documentation requested is provided.
- Please note that this appointment will be to serve civil process only.

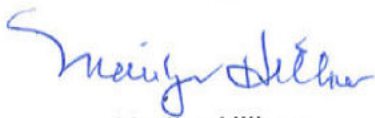
Attention: Board of Selectmen

Re: Appointment of Constable Position

Dear Sir/Madam:

Please note that I have known Daphne Gill for many years. I understand that she is applying as a constable for your town. I am confident she will be a good candidate for said position.

Sincerely,



Marilyn Hillner



Attention: Board of Selectmen

Re: Appointment of Constable Position

Dear Sir/Madam:

I have known Gills for many years, and we have attended many family gatherings together. Daphne Gill and her husband Guy Gill have lived in Salem for several years. Daphne Gill has indicated that she is applying for a constable position with your town. I am confident she will effectively serve as a constable for your town.

Sincerely,



Edward Gaudette



Attention: Board of Selectmen

Re: Appointment of Constable Position for Daphne Gill

Dear Sir/Madam:

Daphne Gill and her husband Guy Gill, who is currently a constable for your town, have lived in Salem for several years. Ms. Gill has indicated that she is applying for a constable position with your town. I am confident she will apply her skills and knowledge to fulfill the duties of the said position.

Sincerely,

A handwritten signature in cursive script, appearing to read "Einat Irelander".

Einat Irelander



Attention: Board of Selectmen

Re: Appointment of Constable Position

Dear Sir/Madam:

Please note that I have known Gills for many years. Daphne Gill and her husband Guy Gill have lived on the same street as me for several years. Ms. Gill has indicated that she is applying for a constable position with your town. I am confident she will effectively serve as a constable for your town.

Sincerely,

Donna Balsamo

Donna Balsamo



Attn: Board of Selectmen

Re: Guy Gill and Daphne Gill

To Whom It May Concern:

Daphne Gill and Guy Gill have recently used this law office for a recent real estate transaction, as well as having asked my office to assist them related to matters in and around Salem, NH.

Len Foy, Esq.

Julia Foy, Esq.

Ryan Connor, Esq,

Foy Law office, PLLC

254 Broadway, Salem, NH

402 Amherst St., Nashua, NH

(603) 598-4030



New Hampshire DRIVER LICENSE

NOT FOR FEDERAL IDENTIFICATION



06/29/2026

GILL

DAPHNE

F 5'-01" 198 lb BRO BRO

04/01/2022

CLASS D

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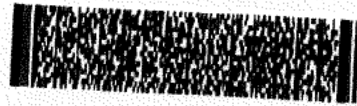
NONE



02309615

Daphne Gill

02309615



9 CLASS
D-NON COMMERCIAL CLASS D
9a ENDORSEMENTS
NONE

12 RESTRICTIONS
B-CORR LENS

MEDICAL CONDITION

NEXT OF KIN





Town of Billerica Police Department

6 Good Street
Billerica, MA 01821
(978) 215-9621 Fax (978) 670-2762
www.billericapolice.org

Criminal Record Background Check

Date: 10/19/25

Release: I, Daphne Gill
Name of Applicant

[Redacted]
Date of Birth

allow the Town of Billerica Police Department to search my records to ascertain information on my personal history.

Authorization for Personal History:

This authorization will give the Billerica Police Department permission to research your background, personal history and character references.

Daphne Gill
Signature of Applicant

Application Approved: _____

Application Denied: _____

Reason: _____



Town of Billerica Police Department

6 Good Street
Billerica, MA 01821
(978) 215-9621 Fax (978) 670-2762
www.billericapolice.org

Authority to Release Information

To Whom It May Concern:

I hereby authorize any police officer of the Billerica Police Department bearing this release, or copy thereof, within one year of its date, to obtain any information from schools, residential management agents, employers, criminal justice agencies, hospitals, or other repositories of medical records, credit bureaus, consumer reporting agencies, retail business establishments, or individuals, relating to my activities. This information may include, but is not limited to, academic, residential, achievement, performance, attendance, personal history, disciplinary, medical, credit, arrest, and conviction record.

I hereby request you release such information upon request of this bearer. This release is executed with full knowledge and understanding that the information is for the official use of the Billerica Police Department in conducting an investigation. Consent is granted for the Billerica Police Department to furnish such information as is described above to third parties in the course of fulfilling their official responsibilities.

I hereby release you, as the custodian of such records, and any school, college, university, or other educational institutions, consumer reporting agency, or retail business establishment, including its officers, employees liability for damages of whatever kind, which may at any time result to me, my heirs or assigns, family or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any question as to the validity of the release, you may contact me as indicated below.

Printed Name of Applicant: Daphne Gill

Signature of Applicant: Daphne Gill

Address: [REDACTED]

Phone #: [REDACTED] Date: 10/19/25

Witness Signature: [Signature]

Dawn McDowell (Select Board)

From: Roy W. Frost <RFrost@billericapolice.org>
Sent: Thursday, December 4, 2025 12:30 PM
To: Dawn McDowell (Select Board)
Subject: RE: Constable Application

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Yes. No issues on our part. Thank you

Chief Frost

-----Original Message-----

From: Dawn McDowell (Select Board) (selectboard@billerica.gov) <selectboard@billerica.gov>
Sent: Thursday, December 4, 2025 12:04 PM
To: Roy W. Frost <rfrost@billericapolice.org>
Subject: RE: Constable Application

Hi Chief,

Are you ok with this application for a constable? It's scheduled for Monday's meeting. If you could let me know today that would be great.

Thanks,
Dawn

-----Original Message-----

From: Dawn McDowell (Select Board)
Sent: Monday, November 17, 2025 5:09 PM
To: Roy W. Frost <rfrost@billericapolice.org>
Subject: Constable Application

Hi Chief,

Here is an application for a constable. I have it tentatively scheduled for December 8th Select Board meeting.

Please let me know if you have any questions or concerns.

Thanks!
Dawn

Chief Roy W Frost
Billerica Police Department





MEMORANDUM

TO: Select Board

FROM: Christopher Dillon, Town Manager

SUBJECT: Town Manager's Report

DATE: December 5, 2025

Town Center improvements

In my 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.

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.

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.

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. Projects include:

Open Space and Recreation: BMX track safety and accessibility upgrades

Open Space and Recreation: Rec Center site improvements

Affordable Housing: NMCOG Regional Housing Coordinator

Historic Preservation: Bennett Library rehabilitation

3) Development Grants

- A. FY2026 OneStop 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 OneStop 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 Griswolds! 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!)

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 .



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.



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

GIFT ACCEPTANCE FORM SUMMARY

TO: Town Accountant

The officer or department listed below has requested acceptance of the following gift pursuant to Massachusetts General Laws, Chapter 44, Section 53A and further requests that the Select Board authorize the expenditure of funds for the stated purpose.

Town Department	Gift Description	Gift Amount	Purpose
Veteran's Service			
	500 Winter Coats	\$10,000 Estimated Value	For Veterans
	100 Frozen Turkeys with Fresh Produce	\$2,500 Estimated Value	For Thanksgiving
	Check	\$2,500	Repairs and Replacing of Memorial Signs
	Check	\$200	Toward Veteran's Day Expenses
	Christmas Stockings	\$1,000 Estimated Value	Stockings for Veterans
	Gift Cards	\$100	Help Veteran's During Holidays
	Market Basket Gift Cards	\$300	Help Veteran's During Holidays
	Check	\$200	Proceeds from Quilt Raffle to Support Veterans
	Check	\$50	Used to Buy Christmas Stockings for Veterans
	Check	\$400	Support Veterans
	Market Basket Gift Cards	\$100	Help Veteran's During Holidays
	Market Basket Gift Cards	\$100	Help Veteran's During Holidays
	Market Basket Gift Cards	\$100	Help Veteran's During Holidays
Billerica Public Library			
	Snack Basket	\$36 Estimated Value	For Staff
	Donuts	\$30 Estimated Value	For Staff
	2 Pallets of Toys	\$5,500 Estimated Value	To be used in library programs
	Snicker's Bars	\$6.50 Estimated Value	For Staff
	Donuts	\$16.50 Estimated Value	For Staff
	Flower Arrangements	\$300 Estimated Value	For Staff
Recreation Center			
	Bicycle	\$300 Estimated Value	To be Ruffled Off during Holiday Festival

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*

MEMO

DATE: December 5, 2025
TO: Select Board
FROM: Dawn McDowell, Executive Confidential Assistant
SUBJECT: License Renewals for 2026 Summary

The 2026 License Renewals process is ongoing. The total fees of all licenses for 2026 as of this date is \$90,820.00.

Type of License	Total Fees
All Alcohol Package Stores (S15)	\$14,475.00
Wine & Malt Package Stores (S15)	\$3,375.00
All Alcohol Restaurants (S12)	\$54,200.00
Wine & Malt Restaurants (S12)	\$4,700.00
All Alcohol Club (S12)	\$2,890.00
All Alcohol Innkeeper/Hotel (S12)	\$3,200.00
Wine & Malt Innkeeper/Hotel (S12)	\$0
Common Victuallers	\$3,025.00
Auto Amusement	\$0
Car Dealer – Class I (New)	\$600.00
Car Dealer – Class II (Used)	\$3,080.00
Car Dealer – Class III (Junk Yard)	\$800.00
Marijuana	\$175.00
Second Hand Dealer's	\$200.00
Taxi	\$100.00
TOTAL	

All establishments have provided the necessary documentation to renew.

You may have noticed that the renewal for the Marijuana establishment is included in the renewals. This will be discussed in Executive Session. If the Board chooses, it can continue this approval to the December 15, 2025 meeting after meeting with legal counsel tonight.

America's Yankee Doodle Town

Attached is a list of the license activity for the year 2025 and a list of licensees that have not renewed for 2026. (ATTACHMENT A)

The Treasurer has confirmed that the licenses are up to date on all tax obligations to the Town of Billerica except for 3 establishments. 2 out of the 3 have not submitted documents to renew their licenses. The report is attached. (ATTACHMENT B)

The Police have investigated all establishments as required by State, Federal and Town Laws and Bylaws. There have been a few incidents, but they recommend approval of all liquor license renewals. The report is attached. (ATTACHMENT C)

An email was provided by the Building Department for both Building and Fire. As of this date, there are 3 establishments that have failed their inspection. The Building and Fire Departments are continuing to work with these establishments and hopes to have the list completed by the Select Board meeting on December 15th. (ATTACHMENT D)

The Board of Health – As of this date, all establishments that are renewing are in compliance. There is one question about Center Harbor Marina. They have changed the business operation and the Board of Health is investigating if a Common Victualler's license is still needed. This will be finalized at the December 15th meeting. The report is attached. (ATTACHMENT E)

The following establishments are not on the list to be approved tonight. An explanation of why has been provided. The Select Board will need to determine next steps on the first license.

Class II License – Ronald W. Bartholomew dba 4 Seasons Towing & Recovery, Inc – 56 Sullivan

Road – A transfer application was received in October 2025. During the review process, it was discovered that the current business used to be located at 313 Boston Road with a Special Permit from the ZBA. In September 2017, the business moved to its current location of 56 Sullivan Road. A search of the records show that no Special Permit was issued for their current location. The Building Commissioner confirmed that he had no records for this move. The Select Board has been renewing the license since 2017. I cannot speak on how that happened. Mr. Bartholomew has submitted the renewal application with all the necessary paperwork. He has been in contact with the ZBA Clerk to start the process of getting a Special Permit for the new location but has not submitted the paper work as of the date of this memo. The Board will need to decide what to do with this Class II license before the meeting on December 15th. Mr. Bartholomew will most likely be on Zoom during the meeting.

Common Victuallers License – Billerica Enterprises, Inc. dba Subway - 480 Boston Road – This location was sold at the beginning of the year. I had spoken with the new owner Shreya Patel during last year's renewal cycle because she was in the process of purchasing this location. Ms. Patel did go to the ZBA and received a Special Permit back in April 2025 but she failed to record the decision at the Registry of Deeds within 90 days thus the approval is null and void. Ms. Patel also never applied to transfer the Common Victualler's license with the Select Board, which she was instructed to after receiving the Special Permit from the ZBA. Until Ms. Patel goes back in front of the ZBA and gets a new Special Permit and applies to the Select Board for a Common Victualler's license, the Subway located at 480 Boston Road cannot have patrons eating onsite after December 31, 2025. Ms. Patel has been in communication with myself and the ZBA Clerk and has been instructed on what needs to be done.

Taxi – Transconnection II Corp – 574 Boston Road, Unit 14 -- Hung Truong, owner of Transconnection II Corp moved his business to another location without the approval of the Building Commissioner and the Select Board. When Mr. Truong applied for this renewal, I noted the new address and asked him to get the Building Commissioner to sign off on it before it would be accepted. The Building Commissioner has not signed off on it and they are currently trying to resolve the issue. Mr. Truong is aware that if the renewal with the Building Commissioner's approval is not submitted prior to next Wednesday, his 2026 license will not be renewed.

Some noted changes that occurred during the renewal season are as follows. **If acceptable to the Select Board, the motion should be made to approve the licenses with the new information. Please see (Attachment F) for the motions.**

Common Victualler:

- **McDonald's at 273 Boston Road** – New Hours – They are requesting to open at 5:00 AM instead of 6:00 AM. There are no restrictions on hours listed on the ZBA Special Permit.
- **Panera Bread** – New Manager. The new manager is Michelle Hernandez Mejia. I received the Serve Safe certificate.

Class I:

- **High Octane Harley-Davidson** – New Manager – The new manager is Nick Lapointe.
- **New England Wheels, Inc.** – New Business Name – They have submitted a new business license as Frontrunner Bus Group, Inc.

Class II:

- **America's Auto Auction Boston, Inc.** – New DBA and New Hours– The new DBA is America's Auto Auction Boston and the hours are:

Monday	9:00 AM to 7:00 5:00 PM
Tuesday	8:00 AM to 7:00 5:00 PM
Wednesday	6:00 AM to 7:00 5:00 PM
Thursday	9:00 AM to 10:00 5:00 PM
Friday	9:00 AM to 6:00 3:00 PM

NOTE: Hours Less Than what was approved by the ZBA

- **4 Seasons Towing & Recovery Inc.** – Issue described above

The licenses that are complete have been provided tonight for your approval and signature. All applications are available for the Select Board members review in the office.

Last year I asked that the Board to consider implementing an additional policy to improve the License Renewal process and I ask it again this year. Over the past four weeks, significant time and effort was spent following up with businesses to ensure they submit their applications and required documentation.

Currently, there is little incentive for businesses to provide their documentation by the established due date. To address this, I propose the following:

- For all licenses (excluding alcohol), businesses that fail to submit their applications with the required documentation by the due date should have their application fee doubled.
- For alcohol establishments, I recommend imposing a late fee of \$200.

This policy would encourage timely submissions and help streamline the renewal process, reducing unnecessary delays and administrative burdens.

The current fee schedule for the different licenses is as follows:

Common Vic - \$75 – **If late, \$150**

Class I & II - \$150– **If late, \$300**

Class III - \$200– **If late, \$400**

Marijuana - \$175– **If late, \$350**

Second Hand Dealer - **\$100– If late, \$200**

Taxis - \$100– **If late, \$200**

All Alcohol Package Stores - \$1,600 - **If late, \$1,800**

Wine & Malt Package Stores - \$1,100- **If late, \$1,300**

All Alcohol Restaurants, \$2,600- **If late, \$2,800**

Wine & Malt Restaurants - \$1,175- **If late, \$1,375**

All Alcohol Club - \$850 - **If late, \$1,050**

All Alcohol Hotel - \$3,200 - **If late, \$3,400**

Wine & Malt Hotel - \$1,825 - **If late, \$2,025**

LICENSE SUMMARY FOR 2025

LISTED BELOW IS THE LICENSE ACTIVITY FOR 2025

Date	Applicant	Address	Change
01/06/25			
	Food District Inc. dba Stelio's Restaurant	293 Boston Road	Transfer of On Premises All Alcohol Restaurant, Common Victualler and Entertainment
	Rivertech Property Owner dba Nuvera Fuel Cells, LLC	129 Concord Road, Building 1	Amend Hazardous Material Storage License to Increase the Amount of Gaseous Hydrogen from 206,00 Scf to 450,000 Scf and Liquid Hydrogen from 0 Gallons to 9,000 Gallons
	Ramnivash 3, Inc. dba Town Wine and Spirits	700 Boston Road	Show Cause Hearing – Sale to a Minor – 2 nd Violation – 2 Day Suspension Issued
	Caipirinha's Sports Bar	512 Middlesex Turnpike	Change of Hours – Monday-Saturday 9:00 AM to 1:00 AM, Sunday 10:00 AM to 1:00 AM
01/27/25			
	Heri Sairam Inc dba Shop & Go	326 Salem Road	Transfer of Off Premises Wine and Malt License
	Para Mart Inc dba One Stop	772 Boston Road	New Off Premises Wine and Malt License
02/24/25			
	Billerica's Community Farmer's Market	Old Ditson School 793 Boston Road	Application for an Outside Entertainment License – Mondays from June 16 th to October 6 th from 12:00 PM – 8:00 PM (Operating Hours from 3:00 PM to 7:00)
03/03/25			
	Mexica Burrito Grill Billerica, LLC dba Mexica Burrito Grill	647 Boston Road	New Common Victualler's License
	Billerica Public Library Foundation	15 Concord Road	One Day Special Alcohol License - Annual Wine Tasting with Craft Beer on Friday, April 26, 2024 from 7:00 PM – 9:00 PM
04/08/24			
	99 Restaurants of Boston, LLC	160 Lexington Road	Change of Manager – New Manager Brooke Shaw
	Danny's Pizzeria	749 Boston Road	New Common Victualler's Application – Manager Ibrahim Guoda

Date	Applicant	Address	Change
	KHD, Inc.	1 Chelmsford Road	<p>(22) 1-Day Special Wine & Malt License <u>and</u> Entertainment License for Friday, Monday, March 31, 2025 from 5:00 PM to 8:00 PM: Wednesday, April 30, 2025 from 5:00 PM to 8:00 PM: Friday, May 16, 2025 from 5:00 PM to 8:30 PM: Saturday, May 24, 2025 from 11:00 AM to 4:00 PM: Saturday, May 31, 2025 from 5:00 PM to 9:00 PM: Saturday, June 14, 2025 from 11:00 AM to 4:00 PM: Friday, June 27, 2025 from 5:00 PM to 8:30 PM: Monday, June 30, 2025 from 5:00 PM to 9:00 PM: Friday, July 18, 2025 from 5:00 PM to 8:30 PM: Saturday, July 26, 2025 from 11:00 AM to 4:00 PM: Thursday, July 31, 2025 from 5:00 PM to 9:00 PM: Saturday, August 9, 2025 from 11:00 AM to 4:00 PM : Friday, August 15, 2025 from 5:00 PM to 8:30 PM : Saturday, August 23, 2025 from 11:00 AM to 4:00 PM: Sunday, August 31, 2025 from 5:00 PM to 9:00 PM: Friday, September 19, 2025 from 5:00 PM to 8:30 PM: Tuesday, September 30, 2025 from 5:00 PM to 9:00 PM: Saturday, October 11, 2025 from 11:00 AM to 3:00 PM: Thursday, October 30, 2025 from 5:00 PM to 8:00 PM : Sunday, November 30, 2025 from 5:00 PM to 8:00 PM: Thursday, December 11, 2025 from 5:00 PM to 8:00 PM: Thursday, December 18, 2025 from 5:00 PM to 8:00 PM</p> <p>(22 Total for 2024)</p>
	KHD, Inc.	1 Chelmsford Road	<p>(6) 1-Day Special Wine & Malt License Only are as follows: Saturday, May 10, 2025 from 11:00 AM to 4:00 PM: Saturday, July 5, 2025 from 11:00 AM to 4:00 PM: Thursday, October 9, 2025 from 5:00 PM to 8:00 PM: Saturday, September 6, 2025 from 11:00 AM to 4:00 PM: Thursday, November 13, 2025 from 5:00 PM to 8:00 PM: Wednesday, December 31, 2025 from 12:00 PM to 3:00 PM</p> <p>(Brings Total of One Day Special Wine & Malt Licenses to 28 of 30 For 2025)</p> <p>The dates that are requested for (1) Entertainment Only are as follows: Saturday, May 3, 2025 from 11:00 AM to 4:00 PM</p>

Date	Applicant	Address	Change
03/17/25			
	Friends of the Billerica Council on Aging	25 Concord Road	One Day Special Alcohol License - Annual Black Tie Bingo on Friday, March 28, 2025 from 6:00 PM – 10:00 PM
	VFW Solomon Post #8819	12 Phinney Street	New Manager Application – Deanna Follis
	Anjakin Inc. dba 29 Bisto	700 Boston Road	New Common Victualler's License
	Billerica Public Library Foundation	15 Concord Road	One Day Special Alcohol License – Annual Wine Tasting on Friday, April 25, 2025 from 6:30 PM to 9:00 PM
	KHD Inc	1 Chelmsford Street	One-Day Wine and Malt License and Entertainment License for Saturday, April 26, 2025 Motorcycle Stunt Show from 11:00 AM to 6:00 PM
	MHF Billerica Operating Tenant VII, LLC dba Courtyard Billerica	270 Concord Road	Change of Hours – New Hours 8:00 AM to 12:00 AM Monday-Saturday, 10:00 AM to 12:00 AM Sunday
05/05/25			
	KHD Inc	1 Chelmsford Street	Entertainment License for Saturday, May 24, 2025 Motorcycle Stunt Show from 11:00 AM to 6:00 PM – Extension of a Wine and Malt License from 11:00 AM to 6:00 PM; Rain Date: Saturday, June 28, 2025
	The Billerica Lions Club	480 Boston Road	Lions Carnival Including Weekday and Sunday Entertainment for Amusement Rides, Games and Raffle to be Conducted During the Carnival - May 15 th through May 18 th , Hours Thursday and Friday, 5:00 PM to 11:00 PM, Saturday 1:00 PM to 11:00 PM and Sunday 1:00 PM to 10:00 PM
	Blisspoint Meadery	1 Fox Run Rd, Bedford, MA	Application for License by a Farmer Winery to Sell at the Billerica Farmer's Market on Mondays, June 16 th to October 6 th from 3:00 to 7:30 PM
06/02/25			
	Under the Radar Culinary, LLC dba Big Al's Pizza	240D Nashua Road	New Common Victualler's License
07/14/25			
	R&D Custom Exhaust	313 Boston Road	New Class II License
	Gallahue Restaurant dba DiVito Brothers Italian Pizzeria	446 Boston Road	Transfer of Common Victualler's License
08/11/25			
	KHD Inc	1 Chelmsford Street	Change of Date of (1) One-Day Wine and Malt License and Entertainment License from Sunday, August 31, 2025 from 5:00 PM to 9:00 PM TO Saturday, August 30, 2025 (Previously Approved on March 3, 2025)

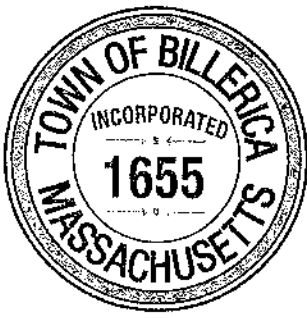
Date	Applicant	Address	Change
	Snowdaes, LLC dba Snowdaes	99 Chelmsford Street	New Common Victualler's License
09/15/25			
	Sichuan Cooking, Inc. dba Sichuan Gourmet	502 (Aka 498) Boston Road	Change of Stock Interest
	Wicked Good Wings, Inc. dba Wicked Good Wings	816 Boston Road	New On-Premises All Alcohol §12 Restaurant, Common Victualler's License, and Weekly and Sunday Entertainment Licenses
10/06/25			
	Billerica Holiday Festival Inc	15 Concord Road	One-Day Special Alcohol License - Annual Billerica Holiday Festival on November 21, 2025 from 6:30 PM to 9:00 PM
10/20/25			
	Boys and Girls Club of Greater Billerica	19 Campbell Road	One-Day Special Alcohol License - Annual Hall of Fame Dinner Fundraiser on November 13, 2025 from 5:00 PM to 9:00 PM
	Pinehurst Tavern, LLC	786 Boston Road	Request Early Opening at 9:00 AM on Thursday, November 27, 2025 and Wednesday, December 24, 2025 for Sale of Alcohol and Common Victualler
11/17/25			
	Sal's Gas Auto Sales & Service	299 Boston Road	Transfer of Class II License
12/8/25			
	Hinoki Japanese Steakhouse Inc. dba Hinoki Japanese Steakhouse	199 Boston Road	Transfer of an On-Premises All-Alcohol License §12 Restaurant, Common Victualler License, and Entertainment (Weekday & Sunday) License
12/15/25			
	TBD		

The following licenses were not renewed for 2025:

1. Pinehurst Liquors, LLC dba Pinehurst Liquors located at 816 Boston Road – ABCC License #90628-PK-0106 – Wine and Malt Off-Premises
2. FBR, Inc dba Caipirinha's Sports Bar and Grill located at 512 Middlesex Turnpike -- ABCC License #06849-RS-0106 - All Alcohol Restaurant
3. Center Cafe, Inc dba Center Café located at 432 Boston Road – ABCC License #08541-RS-0106 - All Alcohol Restaurant
4. Newtown Grille of Billerica, LLC dba Newtowne Grill located at 838 Boston Road – ABCC License #00017-RS-0106 -- All Alcohol Restaurant
5. Dennis E. Gagnon dba Gagnon Auto Body Corp located at 6 Hadley Street -- Class II License – Sold Business
6. Ronald W. Bartholomew dba 4 Seasons Towing & Recovery, Inc located at 56 Sullivan Road – Class II License - See Memo.
7. Transconnection II Corp located at 574 Boston Road, Unit 14 – Taxi – See Memo
8. Billerica Enterprise, Inc. dba Subway located at 480 Boston Road – Common Victualler – See Memo

The following disciplinary actions were taken in 2025:

1. Ramnivash3, Inc dba Town Wine and Spirits, 700 Boston Road – Select Board Action – Sale to a Minor – 2nd Violation – 2 Day Suspension Issued by the Select Board



TOWN OF BILLERICA

OFFICE OF THE TREASURER/COLLECTOR

P. O. Box 596
Billerica, MA 01821
Telephone: 978-671-1309
Fax: 978-436-9139

MEMORANDUM

To: Select Board

From: Elaine Russo, Treasurer/Collector *E. Russo*

Date: December 4, 2025

Subject: Outstanding Balances - License Renewals 2026

Attached is a list of licenses that continue to have a delinquent balance payable to the Tax Department and/or the Water and Sewer Department as of Thursday, December 4, 2025.

Please note that these balances continue to accrue interest daily, therefore, the taxpayer should contact our office to obtain the proper payoff amount.

If you have any questions or need additional information, please contact me at 978-671-1308.

Thank you.

cc: Christopher Dillon
Ann Marie Casey

2026 BUSINESS LICENSE RENEWAL LIST: BALANCES OWED

Business Name	Address	Real Estate	Water/Sewer	Personal Property	Total	Payment Expected
Pro Fitness	333 Boston Rd.	\$21,668.32	\$1,171.09	\$2,535.89	\$25,375.30	beginning of December
Caipirinha's Sports Bar & Grill	512 Middlesex Tpk.	\$0.00	\$6,176.06	\$2,202.63	\$8,378.69	beginning of December
Pinehurst Liquors	816 Boston Rd.			\$312.53	\$312.53	tenant vacanted, has not reapplied for business license and has not requested a liquor license transfer

Balances as of 12/8/25



Town of Billerica Police Department

6 Good Street
Billerica, Ma 01821
(978) 215-9621 Fax (978) 215-9674
scoffey@billericapolice.org

November 3, 2025

To: Select Board Town of Billerica
From: Lt. Sean P. Coffey
Re: License renewals for 2025

Board Members,

The following summary outlines police calls for service during 2025 to establishments holding Section 12 and Section 15 Alcohol Licenses within the Town of Billerica.

During this period, the Police Department recorded **14 calls for service** that resulted in reports. This represents a **23% decrease** compared to the previous year.

Summary of Reports:

- **Center Café:** Two reports; no criminal charges. *Establishment is currently temporarily closed.*
 - **Garrison's:** Three reports; no criminal charges.
 - **Caipirinha's:** One report (noise complaint); no criminal charges. *Management was cooperative in resolving the matter.*
 - **Purple Bamboo:** Two reports; one resulted in criminal charges.
 - **Pinehurst Tavern:** One report; no criminal charges. *Incident involved a medical transport for suspected intoxication—management took immediate and appropriate action upon notification.*
 - **Emerald Rose:** One report; no criminal charges.
 - **Nana Japanese Steak House:** One report; no criminal charges.
 - **Country Club of Billerica:** One report; no criminal charges.
 - **Jade Pacific:** One report; resulted in criminal charges.
 - **99 Restaurant (Middlesex Turnpike):** One report; no criminal charges.
 - **Turnpike Market:** One report; no criminal charges. *Related to online posts by the owner that one individual found concerning.*
-

Based on this review, **all licenses are recommended for renewal** at this time.

Respectfully submitted,

Lt. Sean P. Coffey

Lt Sean P. Coffey

Dawn McDowell (Select Board)

From: Steve Kennedy <skennedy@billericafire.com>
Sent: Thursday, December 4, 2025 8:36 AM
To: Dawn McDowell (Select Board)
Subject: RE: License Renewals

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Dawn,

I have been working with Chris and he made up this list to simplify. I have a few Fire Alarm/ Sprinkler test reports due, however they are mostly due for this week and I am following up today/ tomorrow.
I will keep you and Mark updated prior to the selectman meeting.

Steve Kennedy
Deputy Fire Chief

Billerica Fire Department
8 Good St
Billerica, MA 01821
Agency Phone: 978-671-0940
Website: <https://fire.billericaps.com>

From: Dawn McDowell (Select Board) (selectboard@billerica.gov) <selectboard@billerica.gov>
Sent: Wednesday, December 3, 2025 5:25 PM
To: Steve Kennedy (SKennedy@billericafire.com) <SKennedy@billericafire.com>
Subject: FW: License Renewals

[External Email] - Do not click links or attachments unless you recognize the sender and know the content is safe.

Hi Steve,

Is this your list also, or do you have additional establishments?

Thanks,
Dawn

Dawn McDowell

From: Mark LaLumiere
Sent: Wednesday, December 3, 2025 9:37 AM
To: Dawn McDowell (Select Board)
Cc: Christopher Guerrieo
Subject: License Renewals

Dawn,

The following businesses, highlighted in yellow, are the only ones that are still outstanding. Chris from my office has been in communication with them and they are all looking to be re-inspected. This will take place on Monday 12/8/25. I plan on attending the Selectboard meeting and can provide an update if needed.

Caipirinha's Sports Bar and Grill	Not renewing
Casa Blanca Mexican	GOOD
Center Café	Closed - inspect at Re-occupancy
Champions Golf	GOOD
Country Club of Billerica	Deficiencies - Emerg lights & Ansul
Emerald Rose	GOOD
Garrison's	GOOD
Jade Pacific Restaurant	GOOD
Jon Ryan's Pub	GOOD
Los Altos Mexican	GOOD
Nana Japanese Steak House	GOOD
Newtowne Grill	Closed - inspect at Re-occupancy
99 Restaurant & Pub - Turnpike	GOOD
99 Restaurant & Pub - Boston	GOOD
Pinehurst Tavern	GOOD
Pizza Mia	Deficiencies, need FA and Spklr reports
Purple Bamboo Restaurant	GOOD
River View Restaurant	GOOD
Satang	GOOD
Swanson Meadows Restaurant & Bar	Need application and \$100 insp fee
Stelios Family Restaurant	GOOD
Wuloon Ming Restaurant	GOOD
Billerica Lodge of Elks #2071	GOOD
Billerica Moose Lodge #2648	GOOD
VFW Post (Solomon) #8819	GOOD
Courtyard by Marriott Billerica	GOOD

Hungry Tiger Restaurant	GOOD
Mangia Mangia	GOOD
Sichuan Gourmet Billerica	GOOD
Turnpike Market Restaurant	GOOD

Mark LaLumiere, CBO, Director of Permitting
 Building Zoning Conservation Health
 Sealer of Weights & Measures
 Town of Billerica
 365 Boston Road
 Billerica, MA 01821
 Phone: (978) 671-0970



TOWN of BILLERICA



Billerica Board of Health

Town Hall
365 Boston Road
Billerica, MA 01821
Phone: 978-671-0931 Fax: 978-671-0919
Web Site www.town.billerica.ma.us

Sandra Grioux, Chair
Jon Metivier, Vice Chair
Amit Gandhi, Ph.D, Secretary
Robert Reader
Joe Devlin

Kristel Bennett, Director

MEMO

To: Select Board Members
Dawn McDowell, Executive Confidential Assistant to the Billerica Select Board

From: Kristel Bennett, Director of Public Health *KB*

Date: December 3, 2024

RE: License Renewals for 2026

I have reviewed the list of licenses issued by the Select Board for the renewal of the 2026 Licenses. Please see the comments for the establishments listed below:

- Center Café – 432 Boston Road – has a current Food Service Operations Permit, but the establishment is closed
- Newtown Grill – 838 Boston Road – has a current Food Service Operations Permit, but the establishment is closed
- Center Harbor Marina – 6 Riveredge Road – does not have a Food Service Operations Permit, permitting is under investigation

With the exception of the establishments listed above, I have no reservations towards the renewal of the 2026 License. If you have any questions or need additional information, please contact the Health Department Office at (978) 671-0931.

Business Name	Address	STATUS
All Alcohol Package Stores (9 out of 9)		MOTION To Approve ALL the 2026 License Renewals for the All Alcohol Package Stores as Presented
129 Liquors	252 Salem Road	
Augusta Liquors	599 Boston Road	
Billerica Liquors	255 Boston Road	
Easy Liquors	240 Nashua Rd, Unit A	
Georgios Liquors	480 Boston Road, Units G & G1	
Kelly's Iron Horse Liquors	134 Pollard Street	
Lincoln Liquors	199 Boston Rd, Units 7 & 8	
Towne Wine & Spirits	700 Boston Road	
Turnpike Market	509 Middlesex Turnpike	
Wine & Malt Package Stores (3 out of 9)		MOTION To Approve ALL the 2026 License Renewals for the Wine & Malt Package Stores as Presented
Jim's Quick Stop	502A Boston Road	
One Stop	722 Boston Road	
Shop & Go	326 Salem Road	
All Alcohol Restaurants (21 out of 45 includes (3) Club & (1) Hotels)		MOTION To Approve the 2026 License Renewals for the All Alcohol Restaurants as Presented EXCEPT Country Club of Billerica, Pizza Mia, and Swanson Meadows Restaurant & Bar
Casa Blanca Mexican Restaurant & Cantina	99 Chelmsford Rd, Unit #1	
Champions Indoor Golf	446 Boston Road	
Emerald Rose	785 Boston Road	
Garrison's	303 Boston Road	
Jade Pacific Restaurant	770 Boston Road	
Jon Ryan's Pub	56 Chelmsford Road	
Los Altos Mexican Restaurant & Cantina	446 Boston Road	
Nana Japanese Steak House	199 Boston Road	
99 Restaurant & Pub	160 Lexington Road	
99 Restaurant & Pub	672 Boston Road	
Pinehurst Tavern	786 Boston Road	
Purple Bamboo Restaurant	265 Boston Road	
River View Restaurant	263 Nashua Road	
Santang Infinity	15 Middlesex Turnpike	
Stelios Family Restaurant	293 Boston Road	
Turnpike Market Restaurant	509 Middlesex Turnpike	
Wuloon Ming Restaurant	8 Chelmsford Road	
Country Club of Billerica	51 Baldwin Road	
Pizza Mia	758 Boston Road	
Swanson Meadows Restaurant & Bar	216 1/2 Rangeway Road	
All Alcohol Club		MOTION To Approve the 2026 License Renewal for the All Alcohol Clubs as Presented
Billerica Moose Lodge #2648	104 Boston Road	
Billerica Lodge of Elks #2071	14 Webb Brook Rd	
VFW Post (Solomon) #8819	12 Phinney Street	
All Alcohol Hotels		MOTION To Approve the 2026 License Renewal for the All Alcohol Hotel for Courtyard by Marriott Billerica as Presented
Courtyard by Marriott Billerica	270 Concord Road	
Wine & Malt Restaurants (4 out of 9)		MOTION To Approve ALL the 2026 Renewals for the Wine and Malt Restaurants as Presented
22 Commune	164 Lexington Road	
Hungry Tiger Restaurant	700 Boston Road	
Mangia Mangia	430 Boston Road	
Sichuan Gourmet Billerica	502 Boston Road	
Wine & Malt Hotel		NO WINE & MALT HOTELS

Business Name	Address	STATUS
COMMON VICTUALLERS (no alcohol) (37)		<p>MOTION To Approve the 2026 License Renewals for the Common Victuallers Establishments as Presented EXCEPT McDonald's at 273 Boston Road, Panera Bread and Pro Fitness</p>
29 Bistro	700 Boston Road	
Augusta Market	599 Boston Road	
Bang Na Thai Kitchen	95 Boston Road, Unit 2	
Belly Buster Diner	306 Boston Road	
Big Al's Pizza	240D Nashua Road	
Café 101	101 Billerica Ave	
Chipotle Mexican Grill	199 Boston Road	
Collins Bowladrome	325 Boston Road	
Danny's Pizzeria	749 Boston Road	
Divito Brothers Pizzeria and Subs	446 Boston Road	
Dunkin Donuts	181 Boston Road	
Dunkin Donuts	469 Boston Road	
Dunkin Donuts	729 Boston Road	
Espresso Pizza	131 Boston Road, Unit 2	
Fill N Chill	653 Boston Road	
Indian Style	880 Boston Road	
Kentucky Fried Chicken	485 Boston Road	
Khao Hom Thai & Pho	258 Salem Road, Unit #5	
Liberty Bell Roast Beef & Seafood	420 Boston Road	
Market Basket Café	700 Boston Road	
McDonald's	718 Boston Road	
Mexica Burrito Grill	647 Boston Road	
Mikey's Famous Roast Beef & Seafood	729 Boston Road	
Milano House of Pizza	175 Boston Road	
Sal's Just Pizza	328 Boston Road	
Shawsheen Valley Technical HS	100 Cook Street	
Silvio's Pizza	256 Salem Road	
Snowdaes	99 Chelmsford Road	
Starbuck's Coffee Company #8650	199 Boston Road	
Stromboli's Express	481 Boston Road	
Subway	799B Middlesex Turnpike	
Supreme House of Pizza	95 Boston Road	
Valley Collaborative	40 Linnell Circle	
Wendy's #6011	312 Boston Road	
What the Fork	265 Boston Road	
McDonald's	273 Boston Road	<p>MOTION To Approve the 2026 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.</p> <p>NOTE: No restrictions on hours listed on the ZBA Special Permit</p>
Panera Bread	188 Boston Road	<p>MOTION To Approve the 2065 Renewal for the Common Victualler's License FOR Panera Bread with a change in Manager to Michelle Hernandez Mejia</p>
Center Harbor Marina	6 Riveredge Road	Board of Health - May not need Common Vic - Investigating Issue
Pro Fitness	333 Boston Road	TAXES OWED

Business Name	Address	STATUS
Auto Amusements		NO AUTO AMUSEMENT LICENSES
Car Dealers - New & Used (Class I) (4)		MOTION To Approve ALL the 2026 Class I License Renewals as Presented EXCEPT KHD, Inc. and New England Wheels, Inc.
American Science & Engineering, Inc.	829 Middlesex Turnpike	
Billerica Motor Sports & Marine	6 Riveredge Road	
KHD, Inc. dba High Octane Harley Davidson	1 Chelmsford Road	
Frontrunner Bus Group, Inc. (Formerly Known as New England Wheels, Inc.)	33 Manning Road	MOTION To Approve the 2026 Class I License Renewal for New England Wheels, Inc with a change in business name to Frontrunner Bus Group, Inc.
Car Dealers - New & Used (Class II) (19)		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.
Automotion Auto Repair	846 Boston Road	
Benz Auto Sales of Billerica, Inc.	741 Boston Road	
Cargotiator Auto Sales	1 Innis Drive	
Copart of Connecticut, Inc.	55R High Street, PO Box 32	
Cycle Works, Inc.	321 Boston Road	
Gas City	221 Andover Road	
Vroom Car, LLC	6 Executive Park Drive	
JJR Classic Car	98 Billerica Av, Unit D	
L&A Gas and Auto Repair	98 Boston Road	
Marshall's Auto Sales	128 Pond Street	
Performance Cycle Sales	71 Faulkner Street, Units 135, 145	
Platinum Sales of Billerica, LLC	741 Boston Road	
R&D Custom Exhaust, Inc.	313 Boston Road	
Ric's Auto Sales	77 Alexander Road	
Rte. 3A Shell	760 Boston Road	
Ronnie's	71 Faulkner Street, Unit 13	
Top Auto, Inc.	481 Boston Road, Unit 4	
Sal's Gas Auto Sales & Service, Inc.	299 Boston Road	
America's Auto Auction Boston, Inc.	400 Charter Way	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 7:00 5:00 PM Tuesday 8:00 AM to 7:00 5:00 PM Wednesday 6:00 AM to 7:00 5:00 PM Thursday 9:00 AM to 10:00 5:00 PM Friday 9:00 AM to 6:00 3:00 PM NOTE: Hours Less Than what was approved by the ZBA
4 Seasons Towing & Recovery, Inc.	56 Sullivan Road	NEED DECISION BY THE SELECT BOARD

Business Name	Address	STATUS
Junk Yard (Class III) (4)		MOTION To Approve ALL the 2026 License Renewals for Class III Car Dealers as Presented
Copart of Connecticut, Inc.	55R High Street, PO Box 32	
Holland Use Auto Parts	1 Winning Road	
Jack's Foreign Auto Parts, Inc.	Town Farm Lane	
Jack's Used Cars & Parts	Town Farm Lane	
Marijuana (1 of 2)		MOTION To Approve the 2026 License Renewal for Marijuana Licenses as Presented
Community Care Collective	4 Republic Road	
Second Hand Dealer's (2)		MOTION To Approve ALL the 2026 Licenses for Second Hand Dealer's as Presented
Jennifer's Jewelers	306 Boston Road	
Burlington Coin & Collectables	723 Boston Road	
Taxis/Limos (1)		MOTION To Approve ALL the 2026 Licenses Renewals for Taxis as Presented
A-Executive Limousine, Inc.	55 High Street, #10	



**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.



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

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



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

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.



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

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.



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

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.



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

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.



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

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.



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

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.



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

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.



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

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: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 6, 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: Recording Secretary Dawn McDowell

Call to Order 10:00 AM

Chair Pavidis called the meeting to order at 10:00 AM.

The Pledge of Allegiance was recited.

1. Open Microphone

George Simmolaris of 38 Andover Road – Mr. Simmolaris stated that he applied for the Town Manager position but was not a finalist. He hopes the new Town Manager will drive around and look at each department for efficiency. Our residents are having a hard time paying taxes. We need to look at government from the taxpayers view. We need new growth but apartments will change the look of the town.

Michael Riley of 46 Bedford Street – Mr. Riley stated that he was the Chair of the Town Manager Screening Committee. He thanked all members of the committee members; he thanked MRI and everyone who applied. We had a lot of candidates and we lost a few good ones at the end of the process. We have endless possibilities and we need to work together to move Billerica forward.

Christopher Tribou of 13 Bridle Road – Mr. Tribou thanked the Town Manager Screening Committee and we should be open minded moving forward. The Town Manager should have three qualities, integrity, honesty and long-term vision. The position of Town Manager can't be liked by everyone but they need to lead through the conflicts.

New Business

2. Town Manager Candidate Interviews

Robert Mercier from MRI introduced each candidate.

The Select Board asked several questions of each candidate and the candidates responded. The complete interviews may be watched at <https://www.batvinc.org/vodchannels.html>

2a. Christopher Dillon – 10:00 AM

2b. Michael Maresco – 11:00 AM

The Board took a 30-minute recess at 12:00 PM and returned at 12:30 PM.

2c. Anthony Ansaldi – 12:30 PM

2d. Darrin Tangeman – 1:30 PM

3. Discussion and Possible Vote on Appointment of a Town Manager

Mr. Mercier stated that the Board has interviewed four great candidates. They are here to answer questions.

Secretary Darris-O'Connor asked if we should wait and take more time to review the candidates and vote at our next meeting.

Chair Pavidis stated that she believes that the members of the Screen Committee have done their due diligence as well as our Board members and have researched each candidate. We need to decide and move forward.

Member Rosa agrees with the Chair. The last step was the final interview and we need to decide.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 6, 2025**

Mr. Mercier stated that Secretary Darris-O'Connor has a legit question but the Town Manager Screening Committee was made up of (13) thirteen members of residents of your community. They did their homework and represents your community.

Secretary Darris-O'Connor stated that when the School Committee voted for a Superintendent, they voted at a separate meeting. Mr. Mercier stated that you could do that, but you also run the risk of losing a candidate.

Vice Chair Burrows stated that he wants to vote now.

Mr. Mercier stated that all the candidates are qualified. He would suggest keeping the comments very positive and talk about their strengths.

The first candidate was Mr. Dillon.

Member Favreau stated that overall he did well in the interview but some of his answers were vague but overall he is a good candidate. He has a leg up because he is already doing the job but she would have liked to hear more about economic development.

Vice Chair Burrows stated that Mr. Dillon is doing a great job now. If we chose Mr. Dillon we will not miss a beat. He sees the vision we want with economic development. He is a dedicated person, a good candidate and his top choice.

Secretary Darris-O'Connor stated that Mr. Dillon has the experience with school and the Police and has the progression to move forward in his career

Member Rosa stated that Mr. Dillon interviewed very well, he was able to move Salem, NH to a AAA bond rating, he lowered the tax rates and was not afraid to take on difficult decisions. He worked his way up through the ranks so he has knowledge from the bottom up. He has provided 12 references including representatives from the school, police and financial positions. He is one of his top choices.

Chair Pavidis stated that she echo's the other members comments. Mr. Dillon has integrity and honesty and is well versed with economic development and fiscally responsible and shares our vision.

The second candidate was Mr. Maresco.

Member Favreau stated that she thought he interviewed the best. He has a diverse background and has experience with grants.

Vice Chair Burrows stated that he doesn't think we need to go through each candidate if we can only talk about their positive attributes. That does not provide a full picture.

MOTION - Vice Chair Burrows made a motion to authorize Municipal Resources, Inc. to make a conditional offer of employment to Christopher Dillon for the position of Town Manager in Billerica, MA. This offer is conditioned upon the satisfactory background review/investigation conducted by Municipal Resources, Inc. physical exam if required and the successful negotiation of the terms of appointment by the Select Board. The motion was seconded by Member Rosa. After the following discussion, it was voted 4-0-1. Member Favreau abstained from voting.

Secretary Darris-O'Connor stated that he will vote for Mr. Dillon but it is a bad look not to go through the other candidates. It is a terrible look and does not give a fair shot for the other candidates.

Member Favreau stated that she agrees with Secretary Darris-O'Connor and we should discuss all the candidates before making a motion. It looks like we made a decision beforehand.

Member Rosa stated that the previous time we did not have MRI who vetted the candidates and all the candidates are great. The Town Manager Screening Committee and MRI did a great job. They asked us to talk about only positive attributes of all candidates but without the negative it doesn't give a full picture and it would not be an open and frank discussion.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
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Vice Chair Burrows stated that people want to know why they didn't get the job. All four were fine candidates. The Town Manager Screening Committee did their due diligence and most of us candidates are applying for other jobs so if we start listing their faults, it could impact them elsewhere.

Member Favreau stated that we should deliberate on all candidates before the vote. It's not proper and not a good look.

Chair Pavidis stated that it truly is not deliberating without the pros and cons of each candidate.

Mr. Mercier stated that you can say which candidates have better strengths than others.

4. Discussion and Possible Vote on the Creation of a Town Manager's Contract Negotiations Sub-Committee

MOTION - Secretary Darris-O'Connor made a motion to create a Town Manager's Contract Negotiations Sub-Committee of two Select Board members appointed by the Chair. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

New Business (Quick Items)

5. Approval of (4) 18" x 24" Signs on the Common for the Friends of the Billerica Public Library Annual Book Sale during Yankee Doodle Weekend from September 5th through September 20th – Requested by Teresa Vieira

MOTION - Secretary Darris-O'Connor made a motion to approve the requested signs for the Friends of the Billerica Public Library Annual Book Sale as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Meeting Schedule

September 15, 2025, September 22, 2025 and October 6, 2025

MOTION - Secretary Darris-O'Connor made a motion to adjourn the regular meeting of September 6, 2025 at 2:37 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>



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 6, 2025**

Exhibits for the Select Board Meeting – September 6, 2025 Regular Meeting

Call to Order 10:00 AM

1. **Open Microphone** – No Exhibits

New Business

2. **Town Manager Candidate Interviews** – Email from M. Riley dated 08/18/25 and Contract with MRI dated 05/22/25
- 2a. **Christopher Dillon – 10:00 AM** – Cover Letter and Resume dated 07/17/25
- 2b. **Michael Maresco – 11:00 AM** – Cover Letter and Resume dated undated
- 2c. **Anthony Ansaldi – 12:30 PM** – Cover Letter and Resume dated 07/19/25
- 2d. **Darrin Tangeman – 1:30 PM** – Cover Letter and Resume dated 07/19/25
3. **Discussion and Possible Vote on Appointment of a Town Manager**– No Exhibits
4. **Discussion and Possible Vote on the Creation of a Town Manager’s Contract Negotiations Sub-Committee**– No Exhibits

New Business (Quick Items)

5. **Approval of (4) 18” x 24” Signs on the Common for the Friends of the Billerica Public Library Annual Book Sale during Yankee Doodle Weekend from September 5th through September 20th – Requested by Teresa Vieira**– Email from T. Vieira dated 09/05/25

Meeting Schedule – No Exhibits

September 15, 2025, September 22, 2025 and October 6, 2025

Approved On: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 15, 2025**

Members Present: Chair Jillian Pavidis, Vice Chair John Burrows, Secretary Daniel Darris-O'Connor (Remote), 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 stated since Secretary Darris-O'Connor is remote, a roll call attendance will be done and all votes will be taken by roll call.

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

1. Open Microphone

Grace Tucci of 7 Carson Street – Ms. Tucci congratulated Mr. Dillon. She asked the Select Board to attend the Charlie Kirk vigil on September 23rd. Listening is just as important and it's not always about politics.

Billy Reed of 16 River Street – Mr. Reed congratulated Mr. Dillon. It's not easy to pick someone.

Chair Pavidis congratulated Mr. Dillon and we are lucky to have you here.

Member Rosa agreed, it's been a long road and excited to have Mr. Dillon here.

Announcements

2. Vacancies on Boards and Committees

Vice Chair Burrows read the vacancies on Boards and Committees.

Member Favreau stated that there are now two vacancies for the 250th committee, so those should be added.

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

Proclamation and Public Recognition

4. September 11th

Vice Chair Burrows read the September 11th proclamation.

Member Rosa stated that even though the day has passed, it's still an important event to remember and recognize all of the those that have lost their lives.

Public Hearings

5. Public Hearing – National Grid and Verizon #31162558 – National Grid to install (1) JO Pole (Pole #87-50) on Andover Road beginning at a point ~300' southwest of the centerline of the intersection of Andover Road and Salem Road, Billerica, MA

MOTION - Member Rosa made a motion to open the public hearing for National Grid #31162558 at 6:09 PM. The motion was seconded by Vice Chair Burrows 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.

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



**TOWN OF BILLERICA
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Member Rosa asked if any abutters have 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 - Member Rosa made a motion to close the public hearing for National Grid public hearing #31162558 at 6:10 PM. The motion was seconded by Vice Chair Burrows 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.

MOTION - Vice Chair Burrows made a motion to approve the National Grid pole petition for #31162558 as presented. 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.

6. Public Hearing – Change of Stock Interest on an Existing §12 Restaurant On-Premises Wine and Malt License for Sichuan Cooking, Inc. d/b/a Sichuan Gourmet at the premises located at 502 (aka 498) Boston Road, Billerica, MA

MOTION - Member Rosa made a motion to open the public hearing for Change of Stock Interest for Sichuan Gourmet at 6:11 PM. The motion was seconded by Vice Chair Burrows 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.

Attorney Meihei Hu appeared for the change of stock interest. This application is to transfer 40% of the stock from Jenny Yu to 4 other family members. There will be no change in operations.

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

MOTION - Vice Chair Burrows made a motion to close the public hearing for Sichuan Gourmet at 6:13 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.

MOTION - Vice Chair Burrows made a motion to approve the change of stock interest for Sichuan Gourmet located at 502 Boston Road as presented. 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.

7. Public Hearing – New On-Premises All-Alcohol Beverages §12 Restaurant, Common Victualler's License, and Weekly and Sunday Entertainment Licenses for Wicked Good Wings, Inc. dba Wicked Wings at the premises located at 816 Boston Road, Billerica, MA

MOTION - Member Rosa made a motion to open the public hearing for a new on premises all alcohol beverages §12 Restaurant, Common Victualler's License, and Weekly and Sunday Entertainment Licenses for Wicked Good Wings, Inc. dba Wicked Wings at the premises located at 816 Boston Road, Billerica, MA at 6:14 PM. The motion was seconded by Vice Chair Burrows 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.

Andrew Froio and Brian Schofield appeared for the new all alcohol licenses. Mr. Froio stated that we are expanding Wicked Wings from just take out to include a dining room and bar. There will be 50 seats and this is an extension of our business.



**TOWN OF BILLERICA
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SEPTEMBER 15, 2025**

Member Rosa stated that he sees that you have read the rules and regulations. We take the alcohol licenses very seriously including serving minors and overserving.

Secretary Darris-O'Connor wished them the best of luck.

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

MOTION - Vice Chair Burrows made a motion to close the public hearing for Wicked Wings at 6:15 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.

MOTION - Vice Chair Burrows made a motion to approve the new On-Premises All-Alcohol Beverages §12 Restaurant, Common Victualler's License, and Weekly and Sunday Entertainment Licenses for Wicked Good Wings, Inc. dba Wicked Wings at the premises located at 816 Boston Road, Billerica, MA subject to the ZBA Special conditions 1-7. 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.

MOTION - Vice Chair Burrows made a motion to approve the Weekly and Sunday Entertainment Licenses for Wicked Good Wings, Inc. dba Wicked Wings at the premises located at 816 Boston Road, Billerica, MA. 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.

MOTION - Vice Chair Burrows made a motion to approve the Common Victualler's License for Wicked Good Wings, Inc. dba Wicked Wings at the premises located at 816 Boston Road, Billerica, MA subject to the ZBA Special conditions 1-7. 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.

Interviews

8. Town Counsel Interviews: - Harrington Heep

Irvia Fried and Brian Bertrand from Harrington Heep appeared for the interview for Town Counsel. Attorney Fried stated that she would be the lead Town Counsel for Billerica. She has over 10 years experience as Town Counsel and is a partner in the firm. Attorney Bertrand would be the back up for Billerica. He has over 5 years experience as Town Counsel and was previously an Assistant Attorney General. Harrington Heep was opened in the early 1980s and have always been a municipal law firm. We have thirteen attorneys. Most are generalists but have special specialties so there is no need for separate counsel. Our response time on emails is the same day. The firm is committed to local governments and have both sides.

Member Rosa stated that he appreciates the single point of contact. Billerica is a big town in area and legal requirements and asked if Harrington Heep has the bandwidth to provide the level or service needed. Attorney Fried stated that we just brought in another attorney and we have the capacity to handle Billerica. Member Rosa stated that the fee schedule is \$275 for attorneys and \$125 for paralegals. How many paralegals do you have on staff. Attorney Fried stated that we have one trained paralegal and one support staff but most work is done by the attorneys. Attorney Bertrand stated that if it is needed, we would consider hiring another attorney. We have that flexibility. Member Rosa asked if your firm does title work. Attorney Fried replied yes, she does most of it. We also work with town staff and they usually provide us with a lot of the information that is needed. Member Rosa asked if they are willing to work with a retainer. Attorney Fried stated that we would look at negotiating a retainer and they would like a review in 6 month. We would document the items that are part of the retainer and if the work is outside of the retainer then the Town would have to agree to it ahead of time. We know the budget restraints that the town has. They like to have weekly meetings with the Town Manager and try to get ahead of problems.



**TOWN OF BILLERICA
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SEPTEMBER 15, 2025**

Secretary Darris-O'Connor asked if Harrington Heep have zoning experts. Attorney Fried stated that yes, she is part of the zoning team and one of partners, Chris Heep is lead of zoning litigation. Secretary Darris-O'Connor asked if there are any employees at Harrington Heep that could be controversial. Attorney Fried replied no. Secretary Darris-O'Connor asked if Harrington Heep has the ability to staff Town Meeting. Attorney Fried replied yes

Vice Chair Burrows asked how do you ensure compliance with law. Attorney Fried stated that if we give a legal opinion, it is not based on politics; if it is a legal question, you will get a legal answer. We try to keep our communities ahead of any legislation. Vice Chair Burrows stated that the Town Manager should be the point of contact. Attorney Bertrand stated that any work done by paralegals will be overseen by an attorney. The law is not always clear so we try to be clear.

Member Favreau thanked you for applying. Would you like us to vote tonight even though your competitor is not present tonight? Attorney Fried stated that would be great but it would only be right to wait until all applicants are interviewed. Attorney Bertrand stated that he agreed, all firms who applied should be interviewed before a decision is made. Member Favreau asked them to explain their transition process. Attorney Fried stated that they would meet with the Town Manager and get updated on all projects, litigation etc. Then they would meet with department heads, Chair of the Select Board and sit down with your current Town Counsel. After discussion, it maybe determined that some of the ongoing litigation stay with Brooks and DeRensis. Member Favreau asked if you have experience with Appellate Tax law. Attorney Fried stated that one of our partners, Donna Brewer is currently doing tax appellate work for Billerica. Member Favreau asked if you would provide guidance with OML and transparency and compliance. Attorney Fried replied yes, that is part of her expertise. She would provide training to the Town Manager, Select Board, Town Clerk, etc. They provide two free trainings a year on OML, ethics and transparency. This would be in person training. Member Favreau asked what the best practice and procedures around compliance and transparency is. Attorney Fried stated that they have worked with the Town Clerk in other communities to develop a public records request checklist.

Mr. Dillon asked for more information on the transition procedure. Attorney Fried stated that for example, if there is a procurement question, they would bring in an expert but she would be there to initiate the contact with the Town, but then once relationship is set, they would directly contact them.

Chair Pavidis asked why are you interested in Billerica. Attorney Fried stated that there are some big transitions and projects. We enjoy interesting clients. Attorney Bertrand stated that he lives in Billerica so he would love to see how Billerica can grow.

New Business (Quick Items)

Appointments

9. Open Space and Recreation Committee – Justin Damon

MOTION - Vice Chair Burrows made a motion to appoint Justin Damon to the Open Space and Recreation Committee. 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.

Presentation

Committee Reports

Old Business

New Business



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 15, 2025**

Approval of Meeting Minutes

Meeting Schedule

September 22, 2025 and October 6, 2025

MOTION - Vice Chair Burrows made a motion to adjourn the regular meeting of September 15, 2025 at 6:50 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.

*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
SEPTEMBER 15, 2025**

Exhibits for the Select Board Meeting – September 15, 2025

Call to order 6:00 PM

1. **Open Microphone – No Exhibits**

Announcements

2. **Vacancies on Boards and Committees – Vacancy List dated 09/08/25**
3. **All other announcements may be viewed on the Town of Billerica website - No Exhibits**

Proclamation and Public Recognition

4. **September 11th – Proclamation undated**

Public Hearings

5. **Public Hearing – National Grid and Verizon #31162558 – National Grid to install (1) JO Pole (Pole #87-50) on Andover Road beginning at a point ~300' southwest of the centerline of the intersection of Andover Road and Salem Road, Billerica, MA – NG Application dated 07/10/25, DPW Comments dated 08/19/25, Contractor Acknowledgement dated 08/21/25, Electrical Comments dated 08/27/25, Traffic Safety Comments dated 08/24/25, Abutters List dated 08/12/25, Public Hearing Notice undated**
6. **Public Hearing – Change of Stock Interest on an Existing §12 Restaurant On-Premises Wine and Malt License for Sichuan Cooking, Inc. d/b/a Sichuan Gourmet at the premises located at 502 (aka 498) Boston Road, Billerica, MA – Billerica application dated 08/06/25, Memo from Lt. Coffey dated 08/01/25, ABCC Application dated 06/23/25, Public Hearing notification in Lowell Sun dated 08/18/25**
7. **Public Hearing – New On-Premises All-Alcohol Beverages §12 Restaurant, Common Victualler's License, and Weekly and Sunday Entertainment Licenses for Wicked Good Wings, Inc. dba Wicked Wings at the premises located at 816 Boston Road, Billerica, MA – Billerica application dated 08/15/25, Memo from Lt. Coffey dated 08/10/25, ABCC Application dated 07/21/25, Abutters List dated 07/24/25, Public Hearing notification in Lowell Sun dated 09/03/25**

Interviews

8. **Town Counsel Interviews: Harrington Heep – Response to RFP for Town Counsel & Legal Services dated 08/20/25**

New Business (Quick Items) No Exhibits

Appointments

9. **Open Space and Recreation Committee – Justin Damon – Application dated 08/18/25**

Presentation - No Exhibits

Committee Reports - No Exhibits

Old Business - No Exhibits

New Business - No Exhibits

Approval of Meeting Minutes - No Exhibits

Meeting Schedule – No Exhibits

September 22, 2025 and October 6, 2025

Approved On: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

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

Members Absent: Chair Jillian Pavidis

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 Sprague Street – Ms. Henderson stated that she would like to talk about the Talbot Dam. The Board of Health has issued a waiver and the State permits have been granted for the removal. In June, the HDC ignored Town Counsel's opinion and denied the removal permit. The owner has appealed the decision. We need to look at mitigation over litigation. The Select Board oversees the legal budget and we should look at saving on legal fees and get mitigation that will help the town. We should try to avoid litigation.

Andrew Jennings of 29 Talbot Ave – Mr. Jennings stated that he is one the LRTA Advisory Board and they are updating the 5-year LRTA transit plan. They would like the Select Board thoughts on this because they are going to have a round table at the end of October.

Al Tassone of 216 Rangeway Road – Mr. Tassone stated that a letter was sent to Town Meeting reps regarding Article 38 and asked to vote no. If we go back to last year, the proposed article was not ready. Last year the Finance Committee voted 9-2 in favor now this year they voted 0-11. He is in favor of the zoning.

Mary Frescette of 216 Rangeway Road – Ms. Frescette stated that she supports Article 38. This project would allow access to green space. This would allow 55+ housing without stress to the school. There should be awareness of the need for senior housing in the Town.

Ralph Deldon of 216 Rangeway Road – Mr. Deldon stated that he would like to apologize to Mr. Rosa for the last meeting. We can agree to disagree on this item but this is not a yes or no situation. We will respect the process and this is an option to explore what is possible. This would be at least a 2-year process including public hearings before the Planning Board and the Finance Committee. We are jumping from A to Z and this is not a by-right project but there are things that are by-right that scares him. This article is simply looking to add an overlay zoning that allows senior housing and doesn't affect any restrictions.

Grace Tucci of 7 Carson Street – Ms. Tucci stated that the Ditson playground looks great. She did receive a letter regarding Article 38 and we shouldn't ignore the abutters concerned. There are reports from DEP and EPA stating that there are contaminated parcels. There are also concerns with environmental factors and taking down 2,000 trees. There is also the right of first refusal and if this passes, it would triple the cost of the property.

Billy Reed of 16 River Street – Mr. Reed stated that he gets on the bus at the library and the lights are blinking yellow and not red. There were 3 cars flying through the intersection. There is a state law that they have to stop for pedestrians and they don't. We need to change the lights from yellow to red.

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
OCTOBER 06, 2025**

4. Domestic Violence Awareness Month

Secretary Darris-O'Connor read the proclamation for Domestic Violence Awareness Month.

5. Breast Cancer Awareness Month

Secretary Darris-O'Connor read the proclamation for Breast Cancer Awareness Month.

Public Hearings

6. Public Hearing – National Grid and Verizon #31192238 – National Grid to install (1) JO Pole (Pole 161-50) on Boston Road beginning at a point ~50' north of the centerline of the intersection of Andover Road and Boston Road

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing at 6:26 PM. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Alec Birdsong appeared from National Grid.

Member Rosa asked if any abutters have reached out. Mr. Birdsong replied no. Member Rosa asked if you have read the DPW comments and do you know that they did not recommend approval of this application. Mr. Birdson stated that they can look at another location.

There were no questions from the audience or via Zoom.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing for National Grid #31192238. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

MOTION - Member Rosa made a motion to deny the National Grid pole petition #31192238. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 4-0-0.

7. Public Hearing – National Grid and Verizon #31182460 – National Grid to install (1) JO Pole (Pole 14-50) ~250' northeast of the centerline of the intersection of Boston Road between Pole #14 and #15 Sprague Street. The pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing at 6:30 PM. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Alec Birdsong of National Grid appeared for the public hearing.

Member Rosa asked if any abutters have reached out. Mr. Birdsong 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. Birdsong replied yes.

The resident from 35 Sprague Street – The resident stated that there is a fire hydrant and trees where the proposed pole is going. There is also a fence and brush so he would like to know exactly where the pole is going.

Member Rosa stated that we should continue this and have National Grid mark exactly where the pole is being proposed.

MOTION - Member Rosa made a motion to continue the National Grid public hearing #31182460 until October 10, 2025. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 4-0-0.

8. Public Hearing – National Grid and Verizon #31183913 – National Grid to install (1) JO Pole (#61-50) on Concord Road at the intersection of Middlesex Turnpike in line with P62 towards P61 located on the sidewalk of town property.

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing at 6:34 PM. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Alec Birdsong appeared from National Grid. This permit is to increase the liability of the circuit.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

Member Rosa asked if any abutters have reached out. Mr. Birdsong replied no. Member Rosa stated that the pole is going in the existing sidewalk and will not support this. We have been working really hard to get the poles out of the sidewalks.

Member Favreau stated that she agrees. The proposed pole will impede access.

There were no questions from the audience or via Zoom.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing for National Grid #31183913 at 6:36 PM. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

MOTION - Member Rosa made a motion to deny the National Grid pole petition #31183913. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 4-0-0.

9. Public Hearing – National Grid and Verizon #31076050 – National Grid to install (1) JO Pole (#2-50) on Republic Road at a point ~30' easterly from existing pole #3 in order to provide electric service to new EV charging stations at 1 Republic Road AND to install ~ 8' 2-4" conduits with three phase underground primary cable in public way from proposed pole 2-50 to edge of private property in order to feed new 3 phase transformer for new EV charging stations at 1 Republic Road

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing at 6:37 PM. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Alec Birdsong of National Grid appeared for the public hearing. This proposal is for new EV charging stations located at Dunkin Donuts. There are two applications, one for a pole and one for underground conduit.

Member Rosa asked if any abutters have reached out. Mr. Birdsong 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. Birdsong replied yes.

There were no questions from the audience or via Zoom.

MOTION - Secretary Darris-O'Connor made a motion to close the National Grid public hearing #31076050 at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition and underground conduit for #31076050. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

New Business (Quick Items)

10. Discussion and Possible Vote on Proposed Grant of Easement to the Town of Billerica for a Bikeway and Pedestrian Walkway (Yankee Doodle Bike Path) - Requested by Kelley Conway, Town Engineer

Town Engineer Kelley Conway appeared for a grant of easement for the Yankee Doodle Bike Path. We are asking for a vote to accept the easement for Mass DOT. This has been reviewed by Town Counsel.

Member Rosa thanked Ms. Conway for working on this.

Member Favreau stated that this is great progress.

Ms. Conway stated that the bids were open for Phase I and hopefully it will be awarded soon. This is a 3-year project.

MOTION - Secretary Darris-O'Connor made a motion to approve and accept the easement granted from the Massachusetts Department of Transportation for the Yankee Doodle Bike Path Project. The motion was seconded by Member Rosa and unanimously voted 4-0-0.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

11. Discussion and Possible Vote – License Agreement for Minuteman Repeater Association, Inc and the Town of Billerica for the Crosby Hill Water Tank – Requested by Ed Joy

Ed Joy appeared for the license agreement for the Minuteman Repeater Association. Mr. Joy stated that about a year ago, the organization was notified that they were losing their repeater site on Concord Road. They talked with the Water Department and former Town Manager about adding it to the Crosby Hill Water Tank.

Member Rosa asked if this will interfere with the AT&T antennas on the tank now. Mr. Joy replied no. This is on a separate bandwidth. Member Rosa stated that AT&T had to go to the ZBA, and asked why doesn't this have to. Mr. Joy stated that this is strictly a licensure. The previous approvals was the ZBA but now it is the Planning Board. The requirement to go to the Planning Board doesn't cover ham radio operation. Member Rosa stated that AT&T pays \$52,000 a year for their lease, but they are only offering \$400 and will this put us in a disadvantage with negotiations with AT&T. Mr. Dillon stated that the purposes are totally different. AT&T has a high revenue income, where this is for a hobby. Member Rosa asked if there is anything in lease regarding repair if there is damage. Mr. Joy stated that they would spot paint and repair any damage. Member Rosa stated that he would like any approval contingent on our new Town Counsel's review and approval.

Secretary Darris-O'Connor stated that he would support this. This is a hobby and not a for profit company. He is not concerned with the \$400 and asked if Mr. Dillon had any concern. Mr. Dillon stated that Mr. Joy brought in this tentative agreement and Town Counsel has beefed it up. Mr. Joy has done a great job. Secretary Darris-O'Connor stated that if Town Counsel has already reviewed it then he is ok with approving it as is.

Member Favreau stated that she doesn't have issues with document and she doesn't care if we approve it or contingent on another review.

MOTION - Secretary Darris-O'Connor made a motion to approve the license for Minuteman Repeater Association as dated on September 15, 2025 contingent on a review by our new Town Counsel. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

12. Signs on the Common – Request (4) 18" x 24" Signs from October 18th to November 2nd for the Pop Warner Cheerleading Showcase on Sunday, November 2nd at BMHS – Requested by Pop Warner

Mike Mahr from Pop Warner appeared to request the signs for Pop Warner. Mr. Mahr described their program and this showcase will help pay for them to go to Nationals.

MOTION - Secretary Darris-O'Connor made a motion to approve the signs for Pop Warner as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

13. One Day Special Alcohol License – Billerica Holiday Festival Inc. – Annual Billerica Holiday Festival on Friday, November 21, 2025 from 6:30 PM to 9:00 PM located at 15 Concord Road and Request to Waive All Fees – Requested by John Gagliardi, Billerica Holiday Festival

14. Request Permission to use Town Property for the 2025 Winter Festival and the 27th Annual Tree Lighting on Saturday, December 6, 2025 from 8:00 AM to 7:00 PM with a rain/snow date of Sunday, December 7, 2025 (same times) – Requested by John Gagliardi, Billerica Holiday Festival

John Gagliardi appeared for the one-day special alcohol licenses and use of the town property for the 27th Annual Holiday Festival. The one day alcohol license is a 21+ fundraiser. There will be raffles and tree displays. The winter festival will have Todd Angelo sign again and the COA will be having pictures with Santa.

Member Rosa stated that these are both great events.

MOTION - Secretary Darris-O'Connor made a motion to approve one-day special alcohol license for the Billerica Holiday Festival, Inc. for November 21, 2025 from 6:30 PM to 9:00 PM located at 15 Concord Road. The motion was seconded by Member Rosa and unanimously voted 4-0-0.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

MOTION - Secretary Darris-O'Connor made a motion to waive all fees. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve the use of Town property for the 2025 Winter Festival and the 27th Annual Tree Lighting on Saturday, December 6th from 8:00 AM to 7:00 PM with a rain/snow date on Sunday, December 7, 2025. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

MOTION - Secretary Darris-O'Connor made a motion to close Blanchard Ave for the dates requested for the 2025 Winter Festival. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Appointments

Vice Chair Burrows stated that the appointment to the ZBA will be continued until October 20, 2025.

15. Zoning Board of Appeals – Regular Member

- a. Joseph Shaw
- b. John LaFauci (Current Associate Member)
- c. Kelly Sardina

Presentation

16. Billerica's Local Energy Advocate (Mass Saves) – Matt Wilkins

Matt Wilkins from Mass Saves joined the meeting to give a presentation of what Mass Saves can do for Billerica residents.

Member Favreau stated that there was a resident lives in a 5-unit condo and couldn't get a energy audit. Mr. Wilkins stated that there is a weird stipulation about multi-units but they should call him and he can help. Member Favreau stated that we should include the FAQ. Mr. Wilkins replied that is a great idea.

Member Rosa stated that Mass Saves works well and asked if he was available to ask questions. He gave an example of purchasing an AC unit but was denied reimbursement because the serial number wasn't in the system. Would you be able to help residents with things like this. Mr. Wilkins stated that is exactly what he is here for.

Committee Reports

Old Business

17. 250th Committee Update – Requested by the Select Board

Chris Sennott appeared for the 250th Committee update.

Member Favreau stated that at the last 250th Committee meeting it was stated that she said there was misappropriation of funds and she was going to cut funding to the 250th Committee and that is not accurate. Some one came to her with concerns and she never asked for the article to be pulled. The 250th Committee is a subcommittee of this Board. We should get quarterly updates and should come up with their own bylaws. The Town Accountant tracks the accounts and expenses but the Chair should also track these. The Treasurer of this committee should provide an accounting of the finances of this committee.

Mr. Sennott stated that the Treasurer does track the ins and outs of the finances. She does hand written reports but our accounts are directly out of the Town Accountant office. He was upset about the accusation that there was improper accounting in a public meeting. Member Favreau stated that one member asked for the expenses and didn't get it. Mr. Sennott replied that was not true.

Vice Chair Burrows asked if your checks and balances are in order. Mr. Sennott replied yes. Mr. Sennott stated that he would like to provide an actual update on projects that this committee is working on.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

18. Town Manager's Report

Mr. Dillon gave the Town Manager's Report.

Secretary Darris-O'Connor thanked Mr. Dillon for the update.

Assistant Town Manager

If you have reached out to me and I have been slow to respond, I do apologize. In addition to preparing for my first Town Meeting, the Town Manager's office has also been down two employees. The Administrative Director position was not filled when Robert was promoted. Clancy announced his departure while accepting resume/applications for the Administrative Director position and did not feel it was his place to fill that position. Robert left the Assistant Town Manager position in September, creating the second vacancy in the Town Manager's office. I would like to thank Susan Michelini and Dawn McDowell for their hard work and dedication while being short-handed and for keeping operations moving forward.

This past week a panel of staff members interviewed well-suited candidates and narrowed the field for a new Assistant Town Manager position to a couple who will return the end of this week for another round of questioning. The goal is to offer the position at the end of this week or early next week and have the new Assistant Town Manager on board before November.

Staff Appreciation

This Thursday, October 9th, the Town Offices will close at 1pm. We will be holding a staff appreciation BBQ for town staff at PHR. From my understanding, this cookout was very much appreciated by staff in the past and is typically a nice way to end the summer. Although we are holding it a little later in the fall, I felt it was important to continue recognizing the hard work of the employees and all they do every day. We are posting on social media, Town Website, will have signs on the doors and are doing what we can to get the word out.

Websites

The Town Website is actually 6 websites, the Fire Department, Police Department, Recreation Department, Council on Aging, Town Offices, and the Library. At the previous Select Board meeting (September 22, 2025) a citizen asked when the new website will be up. The plan is for these sites to go live by the end of the week. Robert Maynard worked hard on coordinating and getting these sites up and active and we are finally ready to push the button. With all of this being said, I do want to let the Board and public know that when we first go live, there will be things that come to our attention that will need to be modified. This is normal and we ask for patience as we transition. Additionally, when the site first goes live, you may not see some of the older material initially. Our agreement with the website company called for them to go back a couple of years. We will be uploading older agendas, minutes, town reports and other material once the site is active.

Member Favreau thanked Mr. Dillon for the update. Member Favreau asked if the BSAP website was part of the redesign. Mr. Dillon stated that he will look at the draft website and see if it was incorporated.

Economic Development and Planning

There was recently a real estate summit held by Middlesex 3 Coalition. Our Planning Director noted many speakers gave examples of Billerica Companies during their sessions. Billerica was successful in retaining Entegris, we attracted Form Labs, AM Batteries and Allium Engineering retrofitted office buildings to meet their needs for "tough-tech". Other things discussed during the networking piece of the real estate summit included the grant we submitted to review tech park or the Route 3 corridor. Also, Katherine is continuing to work with Middlesex 3 on an event focusing on Manufacturing in November. We had met with the owner of a building that has struggled to find businesses to utilize their building. This is a great opportunity to showcase Billerica and fill empty spaces.



**TOWN OF BILLERICA
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Department of Public Works Updates

Boston Road TIP: The subcontractors are currently working on placing concrete for the remaining sidewalks on Boston Road and Heritage Road, installing and adjusting castings, and installing remaining electrical conduit. Tree and shrub plantings will begin this week. Brox intends to mill transitions and pave the surface course the week of 10/13. This work will occur at night beginning 10/13. Pavement markings are anticipated to begin the week of 10/20.

Member Rosa stated that there are weeds growing in the sidewalk because there is sand between the joints. Mr. Russell stated that the seed washed into the brick and they will address this. Member Rosa stated that they should have used polymeric sand.

Roadway Management 2025: Paving (Middlesex Turnpike) is tentatively scheduled for the week of October 14th. The line striping for fog sealed roads is planned for this week.

Lexington/Glad Valley: The bid was awarded to Newport Construction for \$8,141,041.27. The Contract Completion Date is September 21, 2027. Of note, we budgeted \$2,400,000 for the water non-participating work and the bid came in at \$1,662,940.11 so hopefully save some money there. A preconstruction meeting was held in August. Surveyors have started construction layout. Utility coordination will be one of the first steps, there are pole relocations in the project. The Contractor hopes to mobilize and start installing some drainage this season. They will be doing bi-weekly construction meetings with us as we do with the other projects. Will keep you updated once we get a schedule and as we hear more.

Rangeway Road: Installation of approximately 3,300 linear feet of low-pressure and gravity sewer lines, along with two culvert replacements, is now substantially complete. The Town's contractor will proceed with constructing the sewer pump station located within the easement at 144 Rangeway Road. This work is scheduled to take place between September 2025 and January 2026.

New DPW Facility: The new DPW building has been fully erected with exterior masonry and metal panel installation ongoing and roofing nearing completion. The interior framing and drywall are underway along with the mechanical, electrical, and plumbing rough in work continuing. Site utilities and paving are ongoing along with completion of the remaining concrete slabs at the vehicle maintenance and storage areas. The substantial completion date for the DPW Building is scheduled for June 18, 2026 with the final project completion including the satellite salt shed at Alexander Road scheduled for August 31, 2026.

Yankee Doodle Bike Path: Barletta Heavy Division (BHD) is the apparent low bidder for this project. We anticipate that the project will be awarded to this contractor. Once the project is awarded, there will be a preconstruction meeting, and we will share additional information once this meeting is completed.

Middlesex Turnpike: BHD has stated that they will begin working 10/6 on a slope deficiency near the driveway for 829 Middlesex Turnpike with the intent to finish by 11/15. Crews are currently addressing punch list items.

Member Rosa stated that he knows this is a state project but do we have any sign off for completion. Mr. Dillon replied he was not sure but will double check.

19. Final Warrant Discussion and Possible Vote – October Town Meeting

MOTION - Secretary Darris-O'Connor made a motion to withdraw Article 14. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Article 15

Mr. Russell stated that the new UTV will have a plow and enclosed and heated cab. The outflow for the treatment plant is 1/3 mile away and they will use this vehicle to get to the outflow. They also will use it to haul sand and salt to small spaces around the treatment plant.



**TOWN OF BILLERICA
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Member Rosa thanked Mr. Russell for the explanation. We have one Kubota and asked if the Recreation Department uses the same. Mr. Russell replied he was not sure. Member Rosa stated that we should look to standardize equipment.

MOTION - Secretary Darris-O'Connor made a motion to recommend approval of Article 15 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Article 19

Member Rosa stated that in 2018, we added \$50,000 to this account and it's taken to 2025 to expend it. We talked about not using Free Cash and perhaps we can change this to \$25,000. Mr. Russell stated that we currently have six street acceptances in process and have \$4,500 left. In past years, we folded the street acceptances into the sewer or betterment projects so that is how we extended the money. Member Rosa thanked Mr. Russell for the detailed analysis.

MOTION - Secretary Darris-O'Connor made a motion to recommend approval of Article 19 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Article 21

Member Rosa stated that this has flash backs to sewer #37. How were we so far off the amount? Mr. Russell stated that Patriot Fuel did the analysis and repair price of \$85,000. They said they were going to bid but they didn't. They received two valid bids and \$150,000 was the lowest bid. They asked the lower bidder to hold their price and they agreed.

MOTION - Secretary Darris-O'Connor made a motion to recommend approval of Article 21 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Article 22

Member Rosa stated that he brought up the AT&T Special permit and read the paragraph from the 2015 lease. This expires in 2030. We need to work in the background to recoup the funds. Mr. Russell stated that this article covers both tanks inside and outside. The AT&T antenna are a small portion on the smaller tank. Member Rosa stated that this is an opportunity to recoup some funds.

MOTION - Secretary Darris-O'Connor made a motion to recommend approval of Article 22 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Article 23

Mr. Russell provided pictures of the roof from the Waste Water Plant. This is the original roofs and he has reports on the status of them.

MOTION - Secretary Darris-O'Connor made a motion to recommend approval of Article 23 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Article 24

Mr. Russell stated that this is the last two pump stations that need to be replaced.

MOTION - Secretary Darris-O'Connor made a motion to recommend approval of Article 24 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Article 25

Mr. Russell stated that this article is for hydrant and gate valves replacement.

MOTION - Secretary Darris-O'Connor made a motion to recommend approval of Article 25 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 4-0-0.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

Article 32

Secretary Darris-O'Connor stated that this article changes the requirement from a 2/3 vote to a majority vote for overturning a referendum petition and Town Counsel has given their ok on this article.

Member Rosa stated that if an action of Town Meeting requires a 2/3 vote, Chapter 44, Section 7 says that a 2/3 vote would be needed in an election. According to the Town Charter, when a referendum petition is received, then the action of Town Meeting is suspended. He doesn't agree with this article.

Secretary Darris-O'Connor stated that KP Law and Brooks and DeRensis agrees with this change. This is also in other communities so it is legal. We need to look at past referendum petitions and a super majority is such as a high bar.

Member Favreau asked who got paid. There are three versions of Town Counsel opinions on this article and possibly a fourth. She will not support this.

Grace Tucci – Ms. Tucci stated that she is on the Charter Review Committee and they are going through the Charter. This seems premature to bring this forward.

Secretary Darris-O'Connor stated that he went through the due process.

MOTION - Member Favreau made a motion to recommend approval of Article 32 to Town Meeting. The motion was seconded by Secretary Darris-O'Connor and voted 2-2-0. Member Rosa and Member Favreau voting against. The motion fails.

Article 38

MOTION - Member Rosa made a motion to rescind the previous recommendation for Article 38. The motion was seconded by Member Favreau and voted 2-2-0. Vice Chair Burrows and Secretary Darris-O'Connor voting against. The motion fails.

Member Rosa stated that this option is not the best option for the Town, it only benefits the property owners. The Finance Committee voted 0-11. There has been no analysis on water/sewer impacts because they are sized to the zoning we have, not adding an additional 192 units. Usually over 55+ is to downsize and be less expensive than single family homes but that is not the case for this project. There is also the right of first refusal. The taxes should be \$71,000 and we can recoup five years of the difference. The zoning would increase the cost of the Town to purchase it. They also did a survey of the residents and over 71% were against it.

Vice Chair Burrows stated that the Town let Hawthorne build a huge development without letting existing houses connect to sewer. The residents of Rangeway Road had to bond their own sewer, so where was the concern for those residents. Single family homes produce kids, over 55+ doesn't.

Member Favreau stated that the warrant articles has multiple versions of legal opinions. Town Counsel has refused to weigh in. Parcel 1 has a restriction, Parcel B has contamination. She is not in favor of this and Town Counsel is refusing to provide guidance to the Select Board, Planning Board and Finance Committee.

Secretary Darris-O'Connor stated that he supported this at the last meeting. The survey was done by private residents and was geared towards a certain response. Town Meeting needs to make this decision. Not all residents are against it. There are abutters who are in favor of it. This is only zoning, when they get a Special Permit that is when all these other issues will be addressed. The golf course uses 1.2 million gallons per acre of water per year. Townhouses are more affordable than single family homes.

New Business

20. Draft 2026 Select Board Meeting Schedule

This will be discussed at the next meeting.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

21. Request for Approval – Affordable Unit Swap at “The Point at 3 North” – Requested by SEB Housing/EOHLC

Member Rosa stated that he is ok with this since the affordable unit will be bigger than the original.

Member Favreau asked if these were rentals or owners. Member Rosa replied that they are rentals.

MOTION - Secretary Darris-O'Connor made a motion to approve the affordable unit swap at “The Point at 3 North” as presented. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

Approval of Meeting Minutes

22. June 2, 2025 Regular Meeting

MOTION - Member Rosa made a motion to approve the Select Board meeting minutes of June 2, 2025 as amended. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 4-0-0.

23. June 11, 2025 Special Meeting

Member Favreau stated that she will accept the original minutes and asked that on page 2, change “create a supportive environment for developers” to “ and delete “Member Favreau does not necessarily agree to waiving permitting fees.” And change the 3rd paragraph after the 2nd motion to read “Member Favreau stated that she does not necessarily agree to waiving permitting fees but she is not completely opposed to it.”

Vice Chair Burrows stated that Member Rosa is pretty picking and we shouldn't have minutes that are word for word.

MOTION - Member Rosa made a motion to approve the Select Board meeting minutes of June 11, 2025 as amended. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 4-0-0.

Meeting Schedule

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 October 06, 2025 at 8:18 PM. The motion was seconded by Member Rosa and unanimously voted 4-0-0.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*

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



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

Exhibits for the Select Board Meeting – October 06, 2025

Call to order 6:00 PM

1. **Open Microphone – No Exhibits**

Announcements

2. **Vacancies on Boards and Committees – Vacancy List dated 10/02/25**
3. **All other announcements may be viewed on the Town of Billerica website - No Exhibits**

Proclamation and Public Recognition

4. **Domestic Violence Awareness Month- Proclamation undated**
5. **Breast Cancer Awareness Month- Proclamation undated**

Public Hearings

6. **Public Hearing – National Grid and Verizon #31192238 – National Grid to install (1) JO Pole (Pole 161-50) on Boston Road beginning at a point ~50’ north of the centerline of the intersection of Andover Road and Boston Road – NG application dated 08/05/25, DPW Comments dated 09/25/25, Contractor Electrical Comments dated 09/19/25, PD Comments dated 09/30/25, Notice of Hearing undated, Abutters List dated 09/10/25**
7. **Public Hearing – National Grid and Verizon #31182460 – National Grid to install (1) JO Pole (Pole 14-50) ~250’ northeast of the centerline of the intersection of Boston Road between Pole #14 and #15 Sprague Street. The pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue – NG application dated 08/07/25, DPW Comments dated 09/25/25, Contractor Acknowledgement Form dated 09/26/25, Electrical Comments dated 09/19/25, PD Comments dated 10/01/25, Notice of Hearing undated, Abutters List dated 09/10/25**
8. **Public Hearing – National Grid and Verizon #31183913 – National Grid to install (1) JO Pole (#61-50) on Concord Road at the intersection of Middlesex Turnpike in line with P62 towards P61 located on the sidewalk of town property. - NG application dated 08/18/25, DPW Comments dated 10/01/25, Contractor Acknowledgement Form dated 10/02/25, Electrical Comments dated 10/01/25, PD Comments dated 10/01/25, Notice of Hearing undated, Abutters List dated 09/22/25**
9. **Public Hearing – National Grid and Verizon #31076050 – National Grid to install (1) JO Pole (#2-50) on Republic Road at a point ~30’ easterly from existing pole #3 in order to provide electric service to new EV charging stations at 1 Republic Road AND to install ~ 8’ 2-4” conduits with three phase underground primary cable in public way from proposed pole 2-50 to edge of private property in order to feed new 3 phase transformer for new EV charging stations at 1 Republic Road - NG application dated 08/18/25, DPW Comments dated 10/01/25, Contractor Acknowledgement Form dated 10/02/25, Electrical Comments dated 10/01/25, PD Comments dated 10/01/25, Notice of Hearing undated, Abutters List dated 09/22/25**

New Business (Quick Items)

10. **Discussion and Possible Vote on Proposed Grant of Easement to the Town of Billerica for a Bikeway and Pedestrian Walkway (Yankee Doodle Bike Path) - Requested by Kelley Conway, Town Engineer – Memo from K. Conway dated 09/15/25**
11. **Discussion and Possible Vote – License Agreement for Minuteman Repeater Association, Inc and the Town of Billerica for the Crosby Hill Water Tank – Requested by Ed Joy – License Agreement dated 09/15/25, Zoning Bylaw, Section 5.G**
12. **Signs on the Common – Request (4) 18” x 24” Signs from October 18th to November 2nd for the Pop Warner Cheerleading Showcase on Sunday, November 2nd at BMHS – Requested by Pop Warner – Email from BPW President dated 09/24/25, Flyer undated**



**TOWN OF BILLERICA
SELECT BOARD MINUTES
OCTOBER 06, 2025**

13. One Day Special Alcohol License – Billerica Holiday Festival Inc. – Annual Billerica Holiday Festival on Friday, November 21, 2025 from 6:30 PM to 9:00 PM located at 15 Concord Road and Request to Waive All Fees – Requested by John Gagliardi, Billerica Holiday Festival - Billerica Application dated 09/18/25, Memo from Lt. Coffey dated 09/17/25

14. Request Permission to use Town Property for the 2025 Winter Festival and the 27th Annual Tree Lighting on Saturday, December 6, 2025 from 8:00 AM to 7:00 PM with a rain/snow date of Sunday, December 7, 2025 (same times) – Requested by John Gagliardi, Billerica Holiday Festival – Memo from Billerica Holiday Festival dated October 2025

Appointments

15. Zoning Board of Appeals – Regular Member

- a. Joseph Shaw– Application dated 09/25/25
- b. John LaFauci (Current Associate Member) – Application dated 09/29/25
- c. Kelly Sardina– Application dated 10/02/25

Presentation

16. Billerica’s Local Energy Advocate (Mass Saves) – Matt Wilkins – Memo from M. Wilkins undated

Committee Reports

Old Business

- 17. 250th Committee Update – Requested by the Select Board – GL Account dated 10/01/25**
- 18. Town Manager’s Report – dated 10/06/25**
- 19. Final Warrant Discussion and Possible Vote – Final Warrant dated 10/07/25, SB Votes undated, Email from D. McDowell dated 10/06/25**

New Business

- 20. Draft 2026 Select Board Meeting Schedule – Draft 2026 Select Board Meeting Schedule undated**
- 21. Request for Approval – Affordable Unit Swap at “The Point at 3 North” Requested by SEB Housing/EOHLC– Email from K. Pina dated 09/24/25**

Approval of Meeting Minutes

- 22. June 2, 2025 Regular Meeting– Memo from D. McDowell dated 10/03/25, Memo from D. Favreau dated 08/19/25, Minutes undated**
- 23. June 11, 2025 Special Meeting– Memo from D. McDowell dated 10/03/25, Memo from D. Favreau dated 08/19/25, Minutes undated**

Meeting Schedule

October 7, 2025 (Town Meeting, If Needed), October 9, 2025 (Town Meeting, If Needed), October 20, 2025 – No Exhibits

Approved On: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 03, 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.

Chair Pavidis stated that we can disagree without being disagreeable. She would ask that Board members wait to be acknowledged to speak and be respectful when members are speaking. We all represent different voices throughout the town.

1. Open Microphone

Andrew Jennings of 29 Talbot Ave – Mr. Jennings stated that the Talbot Dam is historically significant. In the Middlesex Canal, the Talbot Dam is one of the historic references and if the dam comes down there should be required historic mitigation. Mitigation should be a major part of this project.

Announcements

2. Vacancies on Boards and Committees

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

3. Billerica Food Pantry

Sandra Giroux appeared to discuss the Food Pantry. They have been humbled to the outpouring of support and she thanked everyone. They stand by ready to serve. One in six families in Massachusetts receive SNAP benefits.

Secretary Darris-O'Connor stated that on November 8th from 11:00 AM to 1:00 PM they will be hosting a food drive as well as BATV is having on Friendsgiving Food Drive on November 15th from 2:00 PM to 4:00 PM. Secretary Darris-O'Connor asked if Ms. Giroux could explain the process to join. Ms. Giroux stated that you can call or email us. There is a one-page application and you need to be a Billerica resident. We do require a reservation so we can serve everyone as quickly as possible.

Vice Chair Burrows asked what does the pantry needs. Ms. Giroux stated that we are always posting on social media of what we need but we need kid-friendly cereal, peanut butter, eggs, butter, hearty soups.

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

Proclamation and Public Recognition

5. Billerica's Community Farmer's Market – Voted #1 Farmer's Market for the 4th Year in a Row

Secretary Darris-O'Connor read the letter of congratulations. Mary Leach accepted the letter on behalf of the Farmer's Market.

6. Randal "Andy" Brant

Secretary Darris-O'Connor read the letter of congratulations. Chief Frost and Andy Brant joined the meeting. Chief Frost stated that Andy is always around helping clean up and is a great member of our community.

7. Military Family Month

Secretary Darris-O'Connor read the proclamation for Military Family Month. The Baker family accepted the proclamation.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 03, 2025**

Public Hearings

8. **Continued Public Hearing – National Grid and Verizon #31182460 – National Grid to install (1) JO Pole (Pole 14-50) ~250' northeast of the centerline of the intersection of Boston Road between Pole #14 and #15 Sprague Street. The pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue**

Brian Sathler of National Grid appeared for the public hearing.

Member Rosa stated that this was continued due to a concern of the abutter. Mr. Sathler replied that has been resolved. Member Rosa stated that the DPW has stated that this pole is close to the water line and asked if it has been marked out. Mr. Sathler replied yes it has been.

MOTION - Secretary Darris-O'Connor made a motion to close the National Grid public hearing #31182460. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition for Sprague Street #31182460. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

9. **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.**

Brian Sathler appeared from National Grid. Mr. Sathler stated that this pole is in the middle of the driveway at 12 Reardon Road and it is deteriorating. They are proposing moving it 9' in a public right of way.

Denise Saleeme of 11 Reardon Road – Ms. Saleme stated that the new location will put the pole right across from her driveway and when they back out they could hit the pole. The lake roads are very narrow and this move would be detrimental to the neighborhood. Yes, the pole needs to be replaced by moving it will cause safety issues. She would suggest moving it in front of 12 Reardon Road but towards the left. The owner purchased the house with the pole being there and now they are expanding their driveway. She has lived there her whole life and there has never been an issue with the plow.

Chair Pavidis asked why you could not replace the pole in the same location. Mr. Sathler replied they could but the owner of 12 Reardon is concerned with plows hitting it but they could look at moving it to the left.

Mr. Sathler stated that he can meet with the designer and the residents.

The property owner of 12 Reardon Road stated that the pole has been hit by a plow. National Grid did talk about moving it to the other end but he was told that wasn't an option. He would like it moved to the property line or to the west.

Member Rosa asked that National Grid look at moving the pole to the left.

David Kelley of 14 Reardon Road – Mr. Kelley stated that the pole has a light on it so he doesn't want the light closer to his property.

MOTION - Member Rosa made a motion to continue the public hearing for National Grid #31183913 until November 17th. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

New Business (Quick Items)

10. **Request (4) 18" x 24" Signs in the Common for Billerica Youth Lacrosse For Their Annual Registration from November 4th to December 31, 2025 - Requested by Vice Chair Burrows**

Vice Chair Burrows stated that this request is done every year.



**TOWN OF BILLERICA
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MOTION - Secretary Darris-O'Connor made a motion to approve the (4) 18" x 24" Signs in the Common for Billerica Youth Lacrosse for their annual registration from November 4th to December 31, 2025. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Appointments

11. 250th Committee – Regular Member – Teresa “Jo” Leary

MOTION - Secretary Darris-O'Connor made a motion to appoint Teresa “Jo” Leary to the 250th Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Presentation

Committee Reports

Old Business

12. Town Manager’s Report

Mr. Dillon gave the Town Manager’s Report.

Websites

He is happy to report that all websites are now live and active. With that being said, and like all transitions to something new, we have learned of various needed updates. Staff are continuing to review their websites and publish as much information as possible to help residents. We are asking all boards and committees to review their parts of the website and send a single email with the required updates. One of the things we learned from training this past week was that we thought the company was updating the new website as we published information. What we learned was that they were doing that with new documents we added to the website, but they did not have the ability to capture edits to the documents. What this means is when they completed their initial information hold, if pages were updated between then and going live, those updates did not occur on the new page. The initial capture was completed in the spring.

Member Rosa stated that the agenda center is not working and they are not getting notification when agendas are posted. Mr. Dillon stated that if residents subscribed before, the lists didn’t transfer over so they may have to sign up again. Mr. Rosa stated that we should get that information out. Mr. Dillon stated that residents can subscribe to get the news.

Member Favreau stated that the Town Charter is not listed. We need a way to subscribe to the new Agenda Center. Also, on the BSAP page, change Abuse to Awareness.

Vice Chair Burrows stated that he is happy that the website is up and running.

LRTA 5-year Plan

He recently spoke with Andrew Jennings who is a Billerica resident on the LRTA board. They are updating their 5-year plan and are seeing what the Town’s needs are. Is the LRTA optimizing the best routes in and around the community or are there other areas that should be reviewed/considered? Therefore, if you hear from residents regarding thoughts on the LRTA, please send them to my office so we can relay the information to the LRTA for consideration in their 5-year plan.

Member Rosa stated that the COA should be talked to and get their groups involved.

Member Favreau stated that we should be proactive with the LRTA and we should look at a survey and a public listening session. Mr. Dillon stated that he is meeting with Mr. Jennings in December.

Vice Chair Burrows asked if they could look at adding buses on Rt. 129.



**TOWN OF BILLERICA
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Department of Public Works

- Boston Road TIP: Pavement markings installation is ongoing. Layout will continue nightly through October 30th, weather permitting. Markings may be installed during the daytime (due to temperatures) with lane shifts and possible short-term closures needed for the markings to set up.
- Roadway Management 2025: Pavement markings crew is being scheduled for Middlesex Turnpike, Andover Road, George Brown Street, and Oak Street. Pavement milling is scheduled for October 30th on Harnden Road and Bridge Street, with paving tentatively next week. Patching crew is being scheduled for mid-November. This will complete the 2025 planned work, with the exception of punch list items.
- Lexington/Glad Valley: Newport Construction intends to perform utility work this fall through the winter.
- Rangeway Road: The Contractor will continue to work on the pump station this fall.
- New DPW Facility: National Grid gas installation is approximately 50% complete. Work extends from River Street down River Street Extension to the site. Binder course pavement was installed on site.
- Yankee Doodle Bike Path: We were notified that the Town has been awarded a 2025 Mass Trails Grant in the amount of \$250,000. Our project was one of 112 proposals requesting \$16.4 million submitted during the grant application period. This year, 50 projects received awards totaling \$7.5 million in funding. Billerica's funding will be used for additional design services on Phase 2 of the project.
- Water Meter Replacement: Out of 453 endpoint change outs, 209 have been completed (46%). Out of 677 water meter change outs, 112 have been completed (17%). We are meeting resistance from some residents, which may require additional actions for compliance.
- Water Main Flushing Program: Spring Flushing completed about 2/3rd of the system (North Billerica, Rte. 4 Area, Lake and Middlesex Turnpike Area). Fall Flushing is underway now (Finishing North Billerica, East Billerica Salem Rd and Andover Rd area, Toward Burlington). We are seeing improvements to water quality in the system.
- Aeration Blower at Wastewater Plant: Contract was awarded to Weston & Sampson for the replacement of the aeration blower.

Member Rosa stated that this is a great DPW update.

Vice Chair Burrows stated that there are weeds growing up through the bricks.

Economic Development/Planning update

Katherine Malgieri, Economic Development/Planning Director, wanted to express her appreciation for the support on Article 35, which allows more uses to be developable within the Industrial Districts. The Planning Office has already begun receiving inquiries and requests for meetings. More details are likely to follow. V&P All Around Fitness, located at 199 Boston Road (Treble Cove Plaza), held a ribbon-cutting ceremony to celebrate the opening of their business here in Billerica. This event was coordinated by the Greater Lowell Chamber of Commerce on October 31st at 11:00am. Planning staff met with Tech Park occupant e-Ink about their desire to bring more manufacturing into the Stats. They are looking at a \$15 million investment (\$8 million for the building addition and \$7 million for new equipment). They also have a long-range goal of launching new R&D infrastructure as well, which they will consider Billerica for.

Member Rosa stated that with the passing of Article 35, hopefully it will produce big changes.

Secretary Darris-O'Connor stated that it's great to hear there is interest in EInk and Tech Park. The property assessment has been low because of lack of tenants that has caused loss of millions of dollars in revenue.



**TOWN OF BILLERICA
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Vice Chair Burrows stated that he appreciates Chair Pavidis starting this EDC discussion with the former Town Manager.

Chelmsford Forum

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 abatement 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.

13. Vote on 2026 Select Board Meeting Schedule

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 Select Board Meeting Schedule. The motion is seconded by Member Rosa and unanimously voted 5-0-0.

14. Update of Select Board Policies and Procedures – Section 20.1 – 2nd Reading Requested by Member Rosa and 1st Reading Additional Changes Requested by Secretary Darris-O'Connor

Member Rosa stated the two changes should be separated. His change is the second reading and at the recommendation of Town Counsel. This will eliminate the potential of an open meeting violation.

MOTION - Secretary Darris-O'Connor made a motion to approve the change to Section 20.1 presented by Member Rosa. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Secretary Darris-O'Connor stated that his change will put us in alignment with other communities where requests to Town Counsel go through the Town Manager. This will save money and stop misuse of Town Counsel unless approved by the majority of the Select Board.

Mr. Dillon stated that this is similar to the process in Salem unless the issue involves the Town Manager.

Member Favreau stated that the Town Manager and Town Counsel work for the Select Board. If this is approved, it gives up our authority. Secretary Darris-O'Connor stated as an individual we don't have the authority; it would take a majority of the board.

Vice Chair Burrows asked Secretary Darris-O'Connor to clean up the language when discussing the department heads.



**TOWN OF BILLERICA
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Member Rosa stated that this policy has been in place for a long time. The Town Manager and Town Counsel serve at the pleasure of the Select Board. They are our two direct reports. He also doesn't agree with adding the Assistant Town Manager and he would not support.

Secretary Darris-O'Connor stated that he would update the language and bring it back.

New Business

15. Approval to Post Executive Confidential Assistant to the Select Board Job Posting and Create a Subcommittee to Interview Candidates Appointed by the Chair – Requested by Chair Pavidis

MOTION - Secretary Darris-O'Connor made a motion to approve the posting of the Executive Confidential Assistant to the Select Board. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

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

Approval of Meeting Minutes

Meeting Schedule

November 17, 2025 and December 8, 2025

Executive Session

16. 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 and Talbot Dam

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 – Cafua Realty Trust CLXII, LLC vs. Zoning Board of Appeals, et al – Notice of Appeal 25 MISC 000175 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.

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 – Talbot Dam 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.

MOTION - Member Rosa made a motion to adjourn the regular meeting of November 3, 2025 at 7:50 PM. The motion was seconded by Secretary Darris-O'Connor and voted 4-1-0. 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>



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 03, 2025**

Exhibits for the Select Board Meeting – November 3, 2025

Call to order 6:00 PM

1. **Open Microphone** – No Exhibits

Announcements

2. **Vacancies on Boards and Committees** – Vacancy List dated 10/16/25
3. **Billerica Food Pantry -**
4. **All other announcements may be viewed on the Town of Billerica website** - No Exhibits

Proclamation and Public Recognition

5. **Billerica's Community Farmer's Market – Voted #1 Farmer's Market for the 4th Year in a Row** –
Congratulations letter dated 10/20/25
6. **Randal "Andy" Brant** – Thank you letter dated 11/03/25
7. **Military Family Month** – Proclamation undated

Public Hearings

8. **Continued Public Hearing – National Grid and Verizon #31182460 – National Grid to install (1) JO Pole (Pole 14-50) ~250' northeast of the centerline of the intersection of Boston Road between Pole #14 and #15 Sprague Street. The pole will be located on Town property intersected by Boston Road and Kohlrausch Avenue** – NG application dated 08/07/25, DPW Comments dated 09/25/25, Contractor Acknowledgement Form dated 09/26/25, Electrical Comments dated 09/19/25, PD Comments dated 10/01/25, Notice of Hearing undated, Abutters List dated 09/10/25
9. **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

New Business (Quick Items)

10. **Request (4) 18" x 24" Signs in the Common for Billerica Youth Lacrosse For Their Annual Registration from November 4th to December 31, 2025 - Requested by Vice Chair Burrows** – No Exhibits

Appointments

11. **250th Committee – Regular Member – Teresa "Jo" Leary** – Application dated 10/20/25

Presentation

Committee Reports

Old Business

12. **Town Manager's Report** – Dated 11/03/25
13. **Vote on 2026 Select Board Meeting Schedule** - Undated
14. **Update of Select Board Policies and Procedures – Section 20.1 – 2nd Reading Requested by Member Rosa and 1st Reading Additional Changes Requested by Secretary Darris-O'Connor** – Dated 06/16/25

New Business

15. **Approval to Post Executive Confidential Assistant to the Select Board Job Posting and Create a Sub-Committee to Interview Candidates Appointed by the Chair – Requested by Chair Pavidis** – Job Posting undated

Approval of Meeting Minutes

Meeting Schedule

November 17, 2025 and December 8, 2025



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 03, 2025**

Executive Session

- 16. 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 and Talbot Dam – See Executive Session Minutes**

Approved On: _____