

**BILLERICA SELECT BOARD MINUTES
SPECIAL MEETING
JANUARY 15, 2026 (Thursday)Remote only
Held Via Zoom**

Select Board remote: Chair; Jillian Pavidis, Vice Chair; John Burrows, Secretary; Daniel Darris-O’Conner-Remote, Michael Rosa, Dina Favreau

Staff: Town Manager Chris Dillon, Confidential Executive Secretary Kerri Rufo

The meeting was properly posted and conducted as a remote-only meeting. Two Select Board members, the Town Manager, and staff chose to log in remotely from Town Hall for technical reasons. In addition, four residents came to Town Hall during the meeting, even though no physical meeting location was listed on the agenda. The physical presence of Board members, staff, and residents in Town Hall did not change the legal status of the meeting, which remained a remote-only meeting conducted via Zoom.

Call to order 6:00 PM

Chair Pavidis stated that the purpose of the Special Meeting was to take a clarifying vote regarding the Select Board’s action taken on December 15, 2025 concerning the 2026 annual license renewals, in order to ensure the Board’s intent was clearly and properly reflected in the record and in compliance with the Open Meeting Law

Roll Call Vote

Darris-O’Conner	Present
Favreau	Present
Vice Chair Burrows	Present
Rosa	Present
Pavidis	Present

1. Open Microphone

Public Comment

Kelly Sardina asked procedural questions about the license renewal process, specifically whether the entertainment license was included with the alcohol license renewals and whether there would be a separate meeting or hearing to address entertainment and noise issues at Swanson Meadows. Staff explained that the item before the Board was the routine annual administrative renewal of licenses and that it was not a hearing or enforcement proceeding.

Barbara Reidy cautioned that Town communication systems and resources should be used appropriately and not in a manner that could be perceived as harassing or improper, noting potential legal risk to the Town.

Janet Moran, speaking on behalf of Swanson Meadows residents, stated that residents have been attending meetings since December 15 to raise concerns about amplified noise from the Swanson Meadows clubhouse. She stated that residents had previously presented decibel readings and audio recordings, and that she had been told a hearing would be required. She expressed frustration regarding the process, the lack of response to emails, the absence of certain documents from the agenda packet, and the fact that the meeting was held remotely. She asserted that the noise violates the Town’s bylaws and urged the Board to take action.

Another resident stated that they shared the same concerns as Ms. Moran and would wait for a special hearing regarding the noise issue.

A resident identified as Rose urged the Board not to approve the Swanson Meadows entertainment license as part of the bulk renewal, stating there was no urgency because the facility is closed in winter and no

entertainment is currently occurring. The resident requested that the entertainment license approval be delayed until after a public hearing, arguing that approving it without a hearing would prejudice nearby residents.

The Chair and Board members clarified that the purpose of the meeting was a procedural, confirmatory vote related to the December 15, 2025 license renewals and that a separate hearing process specific to Swanson Meadows would occur at a later date.

New Business

2. Clarification Vote taken on December 15, 2025 on the following 2026 Licenses Renewals

Multiple Licenses (See Attachment)

1. All Alcohol Package Stores §15 – 1
2. Wine & Malt Package Stores §15 – 1
3. All Alcohol Restaurants §12 – 20
4. All Alcohol Club §12 – 3
5. Wine & Malt Restaurants §12 – 4
6. Common Victualler’s - 1
7. Car Dealer – Class II - 2
8. Marijuana – 1

Motion:

Secretary Dariis-O’Conner moved, in connection with the Board’s clarifying action regarding the December 15, 2025 vote, to renew all license types for each establishment as listed on the attachment to the January 15, 2026 agenda and to clarify that such action was the intent of the Select Board’s December 15, 2025 vote on license renewals.

Member Rosa seconded.

Prior to discussion, a point of order was raised regarding whether the motion language reflected Town Counsel’s recommended wording. The Chair and Secretary Darris-O’Connor stated that the motion reflected the language provided by Town Counsel.

During discussion, Member Favreau raised a point of order and a question on the motion, asking whether it was proper for the Board to vote when the license applications were not included in the meeting packet and the Board was voting based on a spreadsheet list.

Secretary Darris-O’Connor and other members stated that the supporting materials were available electronically, including in the December 15, 2025 meeting materials on OneDrive, and that Town Hall staff could provide the documents if requested. Member Favreau stated that the applications were not in the current meeting packet and noted that the absence of supporting documents was part of the concern that led to the need for the clarifying vote.

Secretary Darris-O’Connor then raised a point of order, stating that the Board should proceed with the vote and not continue extended debate, noting that the motion would either pass or fail and that the Board could revisit the matter if necessary.

The Executive Confidential Assistant to the Select Board, Kerri Rufo, stated that the Board is permitted to vote on the renewals even if the applications are not physically included in the meeting packet.

The Chair then proceeded to the vote.

Darris-O’Conner	Yea
Favreau	Nay
Vice Chair Burrows	Yea
Rosa	Yea
Pavidis	Yea

Adjournment

Motion:

Secretary Darris-O'Conner move to adjourn at 6:17 PM

Vice Chair Burrow seconded.

Darris-O'Conner	Yea
Favreau	Yea
Vice Chair Burrows	Yea
Rosa	Yea
Pavidis	Yea

Submitted by Kerri Rufo

Approved at the 03.16.26 Select Board Meeting

Documents:

01/15/26-Agenda

01/13/26 Email to SB for Special Meeting

2026 License List