

TOWN OF BILLERICA

FINAL WARRANT



SPECIAL SPRING TOWN MEETING

Tuesday, May 19, 2026 @ 7:00 PM

Billerica Town Hall Auditorium

Article Number	Purpose	Value	Funding Source	Submitted by:	Finance Committee Recommendation
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Financial Articles

1	To Fund a Feasibility Study on Behalf of the Shawsheen Valley Technical High School	\$554,002	Transfer from General Free Cash	Shawsheen Valley Technical High School Committee	Reserves Recommendation
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General By-Law Articles

2	To Amend the General By-Law, Section 44, Under Article II – Add Executive Assistant to the Select Board			Select Board Member Dina Favreau	Reserves Recommendations
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Land Use and Easement Articles

3	To Transfer Parcels of Land Known as Cider Mill Property to the Select Board for Passive Recreation, Open Space and Conservation Purpose			Town Manager; authorized by the Select Board	Reserves Recommendation
4	To Grant an Easement to National Grid for Electric Distribution Purposes of 10 Biagiotti Way Assessor's Parcels (39-91-0, 49-380-0, 39-92-0) and a portion of land of Baniulis Road (Assessor's Parcel 39-7-1)			Town Manager; authorized by the Select Board	Reserves Recommendation

**FINAL WARRANT
MAY 19, 2026
SPECIAL SPRING TOWN MEETING**

Middlesex, ss.

To Any Constable in the Town of Billerica

Greetings,

You are hereby authorized and requested to notify and warn the inhabitants of said Town of Billerica qualified by law to vote in Elections and Town Affairs, to meet at the Maurice A. Buck Memorial Auditorium, Town Hall, 365 Boston Road, Billerica, MA on Tuesday, May 19, 2026 at 7:00 PM and subsequent Thursdays and Tuesdays until all of the business in the Warrant shall have been acted upon, then and there to vote on the following articles:

ARTICLE 1 - TO FUND A FEASIBILITY STUDY ON BEHALF OF THE SHAWSHEEN VALLEY TECHNICAL HIGH SCHOOL

To see if the Town of Billerica will transfer \$554,002 from General Fund Free Cash, for Shawsheen Valley Regional Vocational Technical School District, for the sole purpose of paying costs of a Feasibility Study on behalf of the Shawsheen Valley Technical High School, located at 100 Cook Street, Billerica, MA 01821, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee for Shawsheen Valley Regional Vocational Technical School District. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; or act in relation thereto.

Submitted by the Shawsheen Valley Technical High School Committee

Finance Committee has not made final recommendation.

Article 1 Explanation: The article will help fund a feasibility study for Shawsheen Tech for an MSBA submission to be eligible for a school construction grant.

ARTICLE 2 - TO AMEND THE GENERAL BY-LAW, SECTION 44, UNDER ARTICLE II - ADD EXECUTIVE ASSISTANT TO THE SELECT BOARD

To Establish the Position of Executive Assistant to the Select Board:

To see if the Town will vote to amend the General Bylaws of the Town of Billerica by adding a new section to Article II, *Certain Powers and Duties of Town Officials*, to establish the position of Executive Assistant to the Select Board and define the authority and oversight of said position, or an act in relation thereto.

Proposed Bylaw Amendment: Insert the following new Section 44 under Article II:

Section 44. Executive Assistant to the Select Board

44.1 Establishment

There shall be established the position of Executive Assistant to the Select Board (“EA”), who shall serve as a confidential administrative employee to the Select Board.

44.2 Appointment

The EA shall be appointed by a majority vote of the Select Board in accordance with Section 3-2(c) of the Town Charter.

44.3 Duties

The EA shall perform such duties as may be assigned by the Select Board and shall act under its direction.

44.4 Supervision and Evaluation

The Select Board shall have exclusive authority for the supervision and evaluation of the EA. The Board may designate one of its members to coordinate the evaluation process, subject to final approval by the full Board.

44.5 Discipline and Removal

The Select Board shall have sole authority to impose discipline, including suspension, demotion, or removal of the EA. Removal shall require a majority vote of the Select Board and shall be consistent with Section 7-7 of the Town Charter.

44.6 Hearings and Appeals

The EA shall be entitled, upon request, to a hearing in connection with any such adverse employment action, including but not limited to suspension, demotion, or removal. Such hearing shall be conducted by the Personnel Board in accordance with the Town Charter. No member of the Personnel Board shall participate in any hearing in which they have a conflict of interest, including but not limited to a familial, financial, or close employment relationship with the employee or any party to the proceeding. Any member with such a conflict shall be required to recuse themselves. The Personnel Board shall issue written findings and recommendations to the Select Board. Final determination shall rest with the Select Board.

44.7 Administrative Coordination

The EA may coordinate with the Town Manager for administrative and operational matters; however, such coordination shall not alter the reporting relationship established in this section.

44.8 Employment Status

The EA shall be a non-union, at-will employee and shall be designated as a confidential employee for purposes of applicable personnel policies and practices.

44.9 Limited Conflict Clause

This section governs the authority and reporting relationship of the Executive Assistant to the Select Board. In the event of a direct conflict between this section and any provision of the General Bylaws or personnel policies specifically relating to supervision, evaluation, discipline, or removal of the EA, this section shall control. Provisions relating to compensation, classification, benefits, and general employment administration shall continue to be governed by applicable bylaws, personnel policies, and administrative procedures.

Submitted by the Select Board Member Dina Favreau

Finance Committee has not made final recommendation.

Article 2 Explanation: This article establishes the position of Executive Assistant to the Select Board as a confidential employee reporting directly to the Board. Consistent with Town Counsel's guidance, it clarifies the Select Board's authority to appoint the position under the Town Charter, includes supervision and discipline, as the power to remove inherently includes the power to discipline. It addresses the current ambiguity found in language between the Town Charter and personnel policies that place certain disciplinary functions with the Town Manager by clearly defining the Select Board's authority over the position, while preserving existing personnel systems for compensation, classification, and benefits and providing a Personnel Board hearing process to ensure due process.

**ARTICLE 3 - TO TRANSFER A PARCELS OF LAND KNOWN AS CIDER MILL
PROPERTY TO THE SELECT BOARD FOR PASSIVE RECREATION, OPEN SPACE
AND CONSERVATION PURPOSE**

To see if the Town will vote, pursuant to G.L. Chapter 40, Subsection 15A, to transfer a certain parcel of land containing 13.642 acres of land, more or less, known as the Cider Mill Property, and further described as follows:

1. One parcel of land shown on Assessors Map 51 as Parcel 54-3, and in a deed recorded with the Middlesex Registry of Deeds in Book 35347, Page 53; and
2. One parcel of land shown on Assessors Map 51 as Parcel 74-0, and in a deed recorded with said Registry in Book 27884, Page 35,

to the Select Board for passive recreation, open space, and conservation purposes, including, but not limited to, the construction and installation of playground equipment, benches, and buildings containing bathrooms, meeting space, and equipment-storage, as well as the installation of utilities and facilities necessary to support the uses allowed on the site, and whereby such parcel shall be subject to the protections of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts and G.L. Chapter 3, Subsection 5A; or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board

Finance Committee has not made final recommendation.

Article 3 Explanation: The article adds Article 97 protections on some of the parcels known as Cider Mill.

ARTICLE 4 - TO GRANT AN EASEMENT TO NATIONAL GRID FOR ELECTRIC DISTRIBUTION PURPOSES OF 10 BIAGIOTTI WAY ASSESSOR'S PARCELS (39-91-0, 49-380-0, 39-92-0) AND A PORTION OF LAND OF BANIULIS ROAD (ASSESSOR'S PARCEL 39-7-1)

To see if the Town will vote, as follows:

1. Pursuant to G.L. c. 40, § 15 and § 15A, to transfer an easement to construct, reconstruct, repair, maintain, operate and patrol, for the transmission of high and low voltage electric current and for the transmission of intelligence and telephone use, over a portion of 10 Biagiotti Way (Assessor's Parcels 39-91-0, 49-380-0, 39-92-0 (collectively, (the "Site")), to the Select Board, which easement has been deemed no longer required by the School Committee for a public purpose, including school building purposes, and pursuant to G.L. c. 40, § 3, and § 15, to authorize the Select Board to dispose of such electric distribution easement, for no less than \$ [REDACTED], and on such terms and conditions deemed proper by the Select Board; provided any easement granted shall afford the Town the right to relocate the easement area within the Site if such easement area becomes necessary for School Department purposes, as determined by the School Committee; and
2. Pursuant to G.L. c. 40, § 3, authorize the Select Board to dispose of an easement to construct, reconstruct, repair, maintain, operate and patrol, for the transmission of high and low voltage electric current and for the transmission of intelligence and telephone use over a portion of land off Baniulis Road (Assessor's Parcel 39-7-1), on such terms and conditions deemed proper by the Select Board, the exact location of such easement area to be determined by the Select Board,

Or act in relation thereto.

Submitted by the Town Manager; authorized by the Select Board and Billerica School Committee

Finance Committee has not made final recommendation.

Article 4 Explanation: The article authorizes the Select Board or School Committee to establish a permanent easement for Electric Service to the property at 10 Biagiotti Way Assessor's Parcels (39-91-0, 49-380-0, 39-92-0) and a portion of land of Baniulis Road (Assessor's Parcel 39-7-1). At the time of submission, there has not been an appraisal completed on the easement area. The easement amount will be submitted to Town Meeting not to exceed \$20,000. Additionally, National Grid and the School Committee have agreed that if the easement area needs to be moved for an addition, renovation or reconstruction, they could do so.


And you are hereby directed to serve this Final Warrant for the Special Spring Town Meeting by posting true and attested copies thereof, one copy at Augusta Market, 599 Boston Road, one copy at Belly Buster Restaurant, 306 Boston Road, one copy at the Billerica Center Police Station, 6 Good Street, one copy at the Billerica Center Post Office, 460 Boston Road, one copy at the Billerica Public Library, 15 Concord Road, one copy at the Billerica Town Hall, 365 Boston Road, one copy at the East Billerica Fire Station, 295 Salem Road, one copy at Market Basket, Towne Plaza, 700 Boston Road, one copy at the Ninety-Nine Restaurant, 160 Lexington Road, one copy at the North Billerica Fire Station, 21 Lowell Street, one copy at the North Billerica Post Office, 95 Boston Road, one copy at the Nutting Lake Post Office, 612 Middlesex Turnpike, one copy at the Pinehurst Fire Station, 832 Boston Road, one copy at the Pinehurst Post Office, 880 Boston Road, one copy at Sal's Pizza, 328 Boston Road, one copy at Stelio's Family Restaurant, 293 Boston Road and one copy at the West Billerica Fire Station, 359 Treble Cove Road.

Given under our hands this 5th day of May 2026.

SELECT BOARD OF BILLERICA


MICHAEL A. RILEY, CHAIRMAN


JILLIAN K. PAVIDIS, VICE CHAIRMAN


DANIEL R. DARRIS-O'CONNOR, SECRETARY


MICHAEL S. ROSA, MEMBER


DINA M. FAVREAU, MEMBER

A true copy attest



Constable, Town of Billerica