



## MEMORANDUM

---

**TO:** Board of Selectmen

**FROM:** John C. Curran, Town Manager

**CC:** Susan Aker, Cathy O'Dea

**SUBJECT:** Town Manager's Report, February 26, 2018

**DATE:** February 22, 2018

---

### **March 2, 2018 Tax Taking**

On Friday February 16, 2018 the Treasurer/ Collector posted 91 tax takings in the Lowell Sun for Fiscal Year 2017. These tax payers are required to pay in full to the Town by March 2, 2018 at which time the account will go into tax title. At that point tax payers have six months to come in and arrange a payment plan with the Collector's Office.

### **Green Communities Meeting**

This office met with Neal Duffy of DOER to further develop the process for becoming a "Green Community". There are several steps that must take place meet the five criteria.

1. Go before BOS with Stretch Code with Neal Duffy (agenda item in March 2nd)
  - Introduce ERP and FEVP criterion and process
2. Go before PB with stretch Code with Neal Duffy (BOS meeting)
3. Submit Warrant Article for stretch code (March)
4. Public Hearing with Neal Duffy (April)
5. Have meeting with Neal and Woodard Curran about Wastewater Phase III project Tom, Ken and crew, Abdul. (March)
6. Have Town Counsel review Criteria One and Two. Give this task to Mark LaLumiere. (February)
7. Partner with NMCOG for META technical Assistance Grant. Invite Kevin McCarthy (March Meeting)
  - Meeting with Sean McGloin from National Grid, Kevin Mccarthy, Steve Robertson and NMCOG.
  - Discuss audit and potential vendors (February March)
8. Energy Reduction Plan (ERP) must be approved by BOS and SC.
9. Fuel Efficient Vehicle Policy (FEVP) must be approved by BOS and SC.
  - Meeting with Department heads to discuss impacts.

### **Food Pantry**

I met with Katherine Adams, Joe Leary and the Boston Food Bank to discuss the future of a pantry in Billerica. The First Congregational Church is researching the 501C status necessary to become a food bank. The intent is to partner with Boston Food Bank to conduct two food banks a month. Reverend Adams is exploring a short-term location within the Interfaith Community. A long-term home for the Food Pantry could be the Vining school late in 2019 when it closes. This office will be arranging a meeting with Ken Buffum and Marie O'Rourke to discussing combining our resources in this effort.

### **Professional Recognition**

Selectman Rosa forwarded a grateful letter addressed to the Board from Father Shawn Allen of Saint Theresa for the prompt assistance he received from the Billerica Fire Department. Their quick assistance and response contained significant damage from occurring at Saint Theresa Church. He wanted to pass along his thanks for their professional and efficient response.

### **Town Hall Parking**

In an effort to address the ADA needs at Town Hall – all seven spaces along the side of the building will be designated as handicapped spaces. An additional senior space is being added to the left side of the front entrance. All spaces to the right of the front door, except for the first one, will be designated as visitor parking.

### **Capital Plan**

The Capital Plan has been added to the budget book and has been presented to the Finance Committee. It consists of the five year short-term capital plan, the long-term capital plan, the roadway management plan and the school facilities plan. It is available online at <https://www.town.billerica.ma.us/DocumentCenter/View/7344>.

### **Alpine Village Meeting**

This office met with Trammel Crowe to discuss constituent issues related to their project. Everything appears to be on track. The Lowell Street sidewalk is installed. The sewer work is getting done and the project is underway. Karen Miller was concerned about the commitment to fulfilling the screening requests that were incorporated into the project. It does appear that they are honoring this commitment.

### **Aggregate Energy Rates**

Some concerns have been expressed about rates by Selectman Simolaris – specifically, that the Town of Chelmsford has a lower rate than Billerica. This has occurred because the Town of Chelmsford procured this rate a year and a half ago for a longer period of time. The Town of Billerica was not in the marketplace at that time because the aggregation process takes a significant time to establish.

The Town could seek to renegotiate the rates but this would lock us into a longer period of time. At this time it is most prudent to stay with our current rate as it is still extremely competitive in the market. I will continue to monitor the situation and let the BOS no if there is any change.