



MEMORANDUM

TO: Board of Selectmen

FROM: John C. Curran, Town Manager

CC: Jeanne Legallo, Cathy O'Dea

SUBJECT: Town Manager's Report, January 23, 2017

DATE: January 20, 2017

Billerica Memorial High School Building Committee

Shawmut will be implementing the completion of the fence enclosure for the high school project earlier than expected. They are expected to begin the final stage of the pre-enabling fence work a week from Monday, on January 30. This will end access to the rear parking lot and officially hand over the construction site to Shawmut. This work will be done during the week and is deep on site and does not warrant a code red notification.

Recreation/Town/School Buildings and Grounds

Consistent with the BOS Goal One of 2016, this office has been working on "*Assessing Centralization of all grounds maintenance and consider positive and negative impacts to DPW*". This is very complicated issue which involves many variables and stakeholders. It appears that a proposal for this goal would be phased over a number of fiscal years. I am working on a more comprehensive progress report for the BOS to update you on all of the assessment that has taken place to date and map out a course of action for the future.

Several things are happening at the same time that presents opportunities for the Town to take advantage of these events to make positive changes to Recreation and Parks Maintenance. We are currently looking at hiring a new director and program coordinator. An assessment of these roles is being done at this time based on the BOS goals. Consequently, it is apparent that the Town should pursue a strategic plan for the future of the department. This office is also conducting an audit of the revenue accounts with an eye on current revenue capacity and future revenue capacity. This includes looking at current field scheduling practices. The end goal of the audit is to ascertain what revenue capacity there is to fund parks maintenance and what impact this has on fees. This will also require a major public input component as well. I anticipate going before the Recreation Commission when this report is complete to update and include them in the process.

I will keep you updated on this process and please do not hesitate to ask questions as well.

Billboards

Billboards are back. I met with a prospective Billboard proposal for 9 Sterling Rd. It would be a significant revenue generating proposal for the Town. The prospective location is not near any

residential neighborhoods and appears isolated within the Route 3 Right of Way. Currently, billboards are prohibited signs and additionally we prohibit: “Signs which incorporate in any manner flashing, moving or intermittent lighting, excluding public service signs showing time and temperature.” It is not clear whether this could be pursued through the ZBA. I will investigate this with Town Counsel. Previously the BOS was receptive to considering such a proposal. I have not yet received the potential revenue agreement. I would like to know if the BOS would be interested in such an MOA if it is logistically possible.

Community Health Needs Assessment

Lahey Clinic met with Town Officials on January 12th to present the Community health Needs Assessment and its’ findings. The findings were similar to the last assessment in that there were high incidents of Lung Cancer in Billerica. Also Billerica has issues with Mental Health particularly related to substance abuse.

Lahey also announced their intent gift a grant of \$20,000 to the community to address public health needs as identified in this assessment. It is expected that a significant portion of this money would go toward our efforts on substance abuse prevention.

DLTA Grant

The Town was awarded another DLTA Technical Assistance Grant. The Town will use this assistance to continue the work done on Priority Development Assessment. Specifically, this Project will use the results of the EDSAT to identify and assess Priority Development Areas in Billerica, which can then be used for regional assessment with the context of economic development initiatives of the Middlesex 3 Coalition. It will evaluate constraints of the existing sewer infrastructure on commercial and industrial growth. It will evaluate the benefits of adopting expedited permitting pursuant to M.G.L. Chapter 43D for all identified Priority Development Areas.

Records Access Officer (RAO)

Please be advised that the new Public Records Law, Chapter 121 of the Acts of 2016 has taken effect as of January 1, 2017. As such, Shirley Schult shall be the Municipal Records Access Officer (RAO). This new law states that: *“the RAO coordinates a municipality’s response to requests for access to public records and shall facilitate the resolution of such requests by the timely and thorough production of public records. The RAO shall assist persons seeking public records to identify the records sought; assist the custodian of records in preserving public records in accordance with all applicable laws, rules, regulations and schedules; and prepare guidelines that enable a person seeking access to public records in the custody of the agency or municipality to make informed requests regarding the availability of such public records electronically or otherwise.”*