



**TOWN OF BILLERICA  
SELECT BOARD MINUTES  
March 21, 2022**

**Members Present:** Daniel Burns, Andrew Deslaurier, Michael Rosa, Kimberly Conway, and John Burrows

**Members Absent:** None

**Staff Present:** Town Manager John Curran, Assistant Town Manager Clancy Main

**Call to Order 7:00 PM**

The Pledge of Allegiance was recited.

**1. Open Microphone**

Al Tasoni from Swanson Meadows – Mr. Tasoni asked what happened to the COVID money. Mr. Curran stated that the list is on the Town’s website of what the ARPA money was spent on. Chair Burns stated that open microphone is not setup for back-and-forth questions. We discussed this in depth at the last Select Board meeting and the information is on the website. If there are any further questions, you can contact the Town Manager’s office.

A representative from Local 2747 asked if there is ARPA money for hazard pay for school employees. Mr. Curran stated that the school was given several grants totally almost \$5 million. The Select Board voted to pay certain town employees hazard pay but we don’t have jurisdiction over school department employees.

Darlene Torre – Ms. Torre stated that the School Committee voted to pay hazardous pay to school nurses but the money the school received was different from ARPA money that the town received.

**Announcements**

**2. Vacancies on Boards and Committees**

Secretary Rosa read the current board and committee vacancies

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

**Proclamations**

**4. Troop 55 Eagle Scout – Andre Maggio**

Andre Maggio appeared and explained his eagle scout project was to construct two raised garden beds for the Council on Aging.

Secretary Rosa read the proclamation for Andre Maggio.

**5. Community Caregivers**

Deb McDevitt and her two daughters appeared and explained what Community Caregivers organization does to help the less fortunate in the community.

Secretary Rosa read the proclamation for Community Caregivers.

**6. Pay It Forward**

Secretary Rosa read the proclamation for Pay It Forward.



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**8. VFW Solomon Post 8819 – Request Permission to Distribute Memorial Day Poppies and Collect Donations at 3 Market Basket locations in Billerica on Friday, May 20, 2022 from 9:00 AM to 3:00 PM and Saturday, May 21, 2022 from 9:00 AM to 3:00 PM**

Frank Busilati appeared for the request to distribute Memorial Day poppies. The money used for the sale of the poppies helps with the relief fund to help Veteran's. They will sell the poppies at the three Market Baskets and O'Connor's Hardware.

**MOTION** - Secretary Rosa made a motion to grant permission to distribute Memorial Day poppies and collect donations at the 3 Market Baskets and O'Connor's Hardware on Friday, May 20, 2022 and Saturday, May 21, 2022 from 9:00 AM to 3:00 PM. The motion was seconded by Vice Chair Deslaurier and unanimously voted 5-0.

**Old Business**

**7. Town Manager's Report**

Mr. Curran presented his report.

- Peggy Hannon Rizza Park – The PHR working group had their first site visit today.
- Personnel Update – The new Veteran's Director, Melanie Mendel started today. The new Director of Planning and Community Development, Erika Jerram will start April 4<sup>th</sup>. They had 25 applications for the position of Director of Administrative Services. They interviewed 14 candidates for the provisional Sergeant's position. There were 8 candidates that were part of the Lieutenant Assessment Center. They have 2 positions to fill as Lieutenant.

Vice Chair Deslaurier asked what some of the attributes of the Veteran's Director and Community Development Direct are that you believe will be a good fit for Billerica. Mr. Curran replied that Ms. Mendel been in Stoneham for a number of years and is very involved in the community. She is a team player, and she is certified in first aid and suicide prevention. Ms. Jerram has been in Framingham for 15 years. She has a master's degree from Harvard and has been through Framingham changing from a town to a city. They both seem like they will be a good fit.

Member Conway asked what the time frame is of getting the Director of Administrative Services in house. Mr. Curran replied that they hope to get an offer out in the next week or two.

- Finance Committee – All budgets have been reviewed except DPW and Assessor's. All reviewed budgets were unanimously voted on except one.

Member Conway asked if our budget was the budget that was not unanimously voted on. Mr. Curran replied yes, because of the stipend not being removed.

- Steel Building/Bubble – This seems like a viable option, and we are exploring possibilities. We should continue on the planning process with the Capital Facilities Committee.

Member Burrows stated that he looked at a company called Azon. You can get a 112,000 SF building for \$65,751 and if you add a blower system for heat/ac it's about \$70, 021. This is a money maker for the town.

Secretary Rosa agreed that we should look at a bubble/steel building for the fields.



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Vice Chair Deslaurier stated that this type of building could be used on other fields in addition to the PHR and he agrees to continue to explore this.

Member Conway asked that a cost analysis be provided on what the cost of the building would be and what the potential revenue would be.

- Masonic Hall – PRA Architects is finished their analysis.

Member Burrows asked what the architect is looking at. Mr. Curran replied that they are doing a structural review of the 2<sup>nd</sup> floor and the back wall of the foundation.

Chair Burns stated that it's great that the Food Pantry would like to stay in the Masonic Hall but there is work to be done to make it safe.

- HVAC/Chillers – The design is complete. The bids are due March 21<sup>st</sup> and the cost is approximately \$1.7 Million which includes a \$182,184 contingency. The work is scheduled to be completed on October 20, 2022.

Secretary Rosa stated that the HVAC project was ongoing before the ARPA money, so he hopes that air scrubbers will be part of them now.

- Library Roof Top Unit – This is a little behind schedule due to the contractor focusing on the Town Hall chiller project. The schematic design will be complete in 2-3 weeks and then the budget would be established.
- Electrical Rates – The Town's rate is .09303 and National Grid is .11491. These rates are good until January 2024.

Secretary Rosa stated that we can thank Chair Burns for bringing this reduced rate to the Town back in 2016.

Member Conway thanked Chair Burns for getting this option for the residents of Billerica.

Chair Burns stated that by joining the Town program you can save \$40 a month.

- Howe School – Most of the work is happening in the new addition.

Member Burrows asked if there have been any complaints with the lights at the Howe School. Mr. Curran replied no.

Chair Burns stated that it is great to see this building come back to life.

Member Conway stated that there have been cost overruns on this project and is there a standard contingency and has it increased with the supply chain issues. Mr. Curran stated that the PHR has done well with contingency. The site work was \$900,000 lower but the construction has been over cost. We are still under cost and there is an \$800,000 contingency. On the Howe project, the bid came in really low but the contractor is looking for a Change Order for everything, so the contingency was wiped out. This is why we are using ARPA money for this project.

- COVID-19 Update – There is still a danger of COVID-19 but the numbers have flattened which is good.



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**New Business**

**9. Billerica Republican Town Committee Representative, Don Lovegrove, Reappointment to the Board of Registrars – Current Term expires on March 31, 2022**

**MOTION** - Secretary Rosa made a motion to reappoint Don Lovegrove to the Board of Registrars for the Republican Committee. The motion was seconded by Vice Chair Deslaurier and unanimously voted 5-0.

**10. Billerica Housing Authority Declines Purchase of Affordable Property at 37 Bridge Street, Unit 202, Billerica, MA**

Secretary Rosa stated that they received a letter from the Housing Authority, and they do not wish to purchase this unit.

**MOTION** - Secretary Rosa made a motion that the Town of Billerica give up the right of first refusal for 37 Bridge Street, Unit 202. The motion was seconded by Vice Chair Deslaurier and unanimously voted 5-0.

**11. Discuss and Vote on ARPA Funding for Road Repairs**

DPW Director, Fred Russell appeared for discussion on ARPA funds for road repairs. Mr. Russell gave a presentation, and he would like to purchase additional equipment for road repairs including a mini-loader, 3-ton hot box, 3 to 5-ton vibrating roller, 1-ton pickup and misc. equipment totaling \$315,000.

Member Conway asked if the piece of equipment she found that did everything was evaluated. Mr. Russell stated that we did look at it, but it is \$500,000 and no other DPW has it. This piece of equipment only does one thing and is very expensive and has a high maintenance cost. Member Conway stated that our roads are awful and asked how they can be improved. Mr. Russell stated that this this winter was not normal and caused a lot of potholes. We need to look at availability of equipment and get more employees out there fixing the potholes. He is planning on using the surplus from the \$500,000 on fixing roads that are not accepted streets. Member Conway asked if you are adding employees using ARPA funds. Mr. Russell replied no. Member Conway asked that you work with the Town Manager and get a plan and make the repair to roads a priority.

Secretary Rosa stated that having a crack sealer is important. We need to do things that extend the longevity of the roads. Mr. Russell stated that we don't crack seal in-house, we hire out. Secretary Rosa stated that perhaps we could order additional attachments to help with pothole repair.

Member Burrows stated that when a road has a lot of potholes, it's cheaper to mill and resurface than constantly repairing the road. You can buy an asphalt paver for \$129,000. Mr. Russell stated that is a specialized piece of equipment and needs a crew of 7-8.

Vice Chair Deslaurier stated that he knows nothing of highway equipment, so he would not tell the DPW Director on what to order but they can give help to design a strategy on how to fix the problem. We need to come up with a plan and let the residents know what the plan is.

Chair Burns asked if the equipment being requested help repair a larger area of potholes more efficiently. Mr. Russell replied yes.



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**MOTION** - Secretary Rosa made a motion to allocate \$500,000 of ARPA money to the DPW for road repairs. The motion was seconded by Member Conway and unanimously voted 5-0.

**MOTION** - Secretary Rosa made a motion to take the remaining ARPA funds to lower the cost of the force main project. The motion was seconded by Member Conway and unanimously voted 5-0.

**12. Community Funds 2022**

Chair Burns stated that he would like to take this item off the agenda tonight and bring it back next meeting. He requests that the subcommittee speak with the representatives of EInk regarding the list they submitted for the Community Funds.

Vice Chair Deslaurier asked why this is not being discussed tonight. Chair Burns stated that they did not follow the procedures set forth. It's our money and EInk is supposed to work with the subcommittee to come up with the list of recipients. He would like the subcommittee to discuss the list with EInk and come back and recommend the list.

Member Conway stated that there is a list in our packets. Chair Burns replied that is the list that EInk submitted without discussion with the Town.

**13. Discuss and Vote on Whiffle Tree Access Agreement for Bay Circuit Trail**

Mr. Curran stated that there is a document in the packet that discussing how to get the Circuit Trail Path from Bedford to Andover Street. The Whiffle Tree property owners would like a license agreement instead of an easement.

**MOTION** - Secretary Rosa made a motion requesting that the Town Manager work with Town Counsel to draft a license agreement with the Whiffle Tree property for access for the Bay Circuit Trail and bring the draft agreement back to the Select Board for approval. The motion was seconded by Member Conway and unanimously voted 5-0.

**14. Discuss and Vote on Accepting Bay Circuit Path Trail from Bedford Line to Andover Road**

Chair Burns stated that the next part of the process is to indicate that the plan is to take easements for the path that runs from Bedford Narrow Gauge Bike Path to the Billerica town line. The plan is to continue the Bay Circuit trail through Billerica. This will be done in steps. This is the first half of the trail from the Bedford line to Andover Street by the Whiffle Tree property. Easements will be needed and that is being worked on to get the exact path, but the Bay Circuit trail will follow the Yankee Doodle Bike Path.

**MOTION** - Secretary Rosa made a motion that the Bay Circuit Path Trail follow the same path as the Yankee Doodle Bike Path as described:

- a. Follow the Yankee Doodle Bike Path from the Bedford line until it intersects with River Street.
- b. Turn East and head up River Street towards Billerica center using the sidewalk.
- c. At the intersection of River Street and Concord Road, turn South and follow the sidewalk until the crosswalk in front of the library.
- d. Turn East and use the cross walk to transverse Concord Road, the common and Boston Road.
- e. Turn North and follow Boston Road back to Andover Road.



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- f. Turn East onto Andover Road back to Andover Road.
- g. Turn East onto Andover Road and follow until the entrance to the Korean War Memorial at Pollard Park.
- h. Walk past the memorial and upon entering the parking lot, turn East following to the gated entrance with the Bay Circuit trail emblem.
- i. Follow the path through the town owned property and up into the Cider Mill property.
- j. Follow through the Cider Mill property to the rear of the Whiffle Tree property.
- k. Cross through the Whiffle Tree property until you are at Andover Street.

The motion was seconded by Vice Chair Deslaurier and unanimously voted 5-0.

**15. Discuss and Vote on Putting Blue and Yellow Lights on Gazebo to Support Ukraine**

**MOTION** - Secretary Rosa made a motion to approve putting blue and yellow lights on the gazebo in support of the Ukraine. The motion was seconded by Vice Chair Deslaurier and unanimously voted 5-0.

**16. Chairman's Farewell**

Chair Burns read a statement and thanked the community and the Board for their support.

The Select Board thanked Chair Burns for his service.

**Meeting Schedule – April 4, 2022 and April 25, 2022**

**MOTION** - Secretary Rosa made a motion to adjourn the March 21, 2022 Select Board meeting at 9:04 PM. The motion was seconded by Vice Chair Deslaurier and unanimously voted 5-0.

*Respectfully Submitted by Dawn McDowell,  
Recording Secretary*



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**Exhibits for the Select Board Meeting – March 21, 2022**

1. *Open Microphone* – No Exhibits

**Announcements**

2. *Vacancies on Boards and Committees* – List of Vacancies
3. *All other announcements may be viewed on the Town of Billerica Website* – No Exhibits

**Proclamation**

4. *Troop 55 Eagle Scout Andre Maggio* - Proclamation
5. *Community Caregivers* – Proclamation
6. *Pay It Forward* - Proclamation

**Old Business**

7. *Town Manager's Report* - Town Manager's Report dated March 18, 2022

**New Business**

8. *VFW Solomon Post 8819 – Request Permission to Distribute Memorial Day Poppies and Collect Donations at 3 Market Basket locations in Billerica on Friday, May 20, 2022 from 9:00 AM to 3:00 PM and Saturday, May 21, 2022 from 9:00 AM to 3:00 PM* – Application dated 3/9/22, (3) Memos from Market Basket all dated 3/3/22 for store locations #7, #17, #44.
9. *Billerica Republican Town Committee Representative, Don Lovegrove, Reappointment to the Board of Registrars – Current Term expires on March 31, 2022* – Memo from D. Lovegrove dated 2/26/22, Memo from B. Robertson dated 2/23/22
10. *Billerica Housing Authority Declines Purchase of Affordable Property at 37 Bridge Street, Unit 202, Billerica, MA* – Memo from B. Correnti dated 3/1/22, Resale property information form for 37 Bridge Street, Unit 202, Email from S. Childs dated 2/27/22
11. *Discuss and Vote on ARPA Funding for Road Repairs* – Presentation from F. Russell
12. *Community Funds 2022* – List of 2022 recipients, List of Community Fund applications
13. *Discuss and Vote on Whiffle Tree Access Agreement for Bay Circuit Trail* – No Exhibits
14. *Discuss and Vote on Accepting Bay Circuit Path Trial from Bedford Line to Andover Road* – Proposed Bay Circuit Trail Path
15. *Discuss and Vote on Putting Blue and Yellow Lights on Gazebo to Support Ukraine* – No Exhibits
16. *Chairman's Farewell* – No Exhibits

**Meeting Schedule** – No Exhibits

Approved On: \_\_\_\_\_ June 6, 2022

BATV Link: <https://reflect-billerica.cablecast.tv/CablecastPublicSite/show/3868?channel=3>