



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

Members Present: Chair Michael Riley, Vice Chair Kimberly Conway, Secretary Andrew Deslaurier, Michael Rosa, and John Burrows

Members Absent: None

Staff Present: Town Manager John Curran, Assistant Town Manager Clancy Main, and Director of Administrative Services Robert Maynard

Chair Riley stated that the meeting is a hybrid meeting with a Zoom option.

Call to Order 7:00 PM

Chair Riley called the meeting to order.

The Pledge of Allegiance was recited.

1. Open Microphone

There was no one for open microphone.

Announcements

2. Vacancies on Boards and Committee

Secretary Deslaurier read the list of vacancies of boards and committees.

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

Fiscal Efficiency and Public Recognition

4. Kathy Meagher – Outstanding Library Support Staff of the Year

Secretary Deslaurier stated that Kathy Meagher was awarded outstanding library support staff of the year. She does an amazing job and a letter of congratulations should go into her personnel file.

MOTION - Secretary Deslaurier made a motion to include a letter of congratulations into Kathy Meagher's personnel file. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Public Hearing

5. Continued Public Hearing for National Grid/Verizon - #30733173 - National Grid to relocate (1) JO Pole on Country Lane beginning at a point approximately 5' easterly from existing Pole #9 location per request from the Town of Billerica. Relocate Pole #9 Country Lane approximately 5' back towards the property line per request of the Town of Billerica and permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Joe Ientile from National Grid joined the meeting. Mr. Ientile stated that they met with the homeowner and the new location of the pole is acceptable.

Secretary Deslaurier stated that he also spoke with the homeowner just to confirm.

Member Rosa asked if any other abutters have reached out. Mr. Ientile replied no.

Member Burrows asked why National Grid is using town funds and personnel to notify the abutters. National Grid is a private company. Mr. Ientile stated that it's not our job to notify abutters, the towns usually handle that. Member Burrows stated that National Grid is the contractor. Mr. Ientile replied that they can talk about it.

There were no questions from the audience.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

MOTION - Secretary Deslaurier made a motion to close the public hearing for the National Grid petition #30733173. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Deslaurier made a motion to approve the National Grid pole petition #30733173 as revised and presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

6. Continued Public Hearing for 22 Commune Incorporated - A new On-Premises All Alcohol §12 Restaurant and Common Victualler License for 22 Commune Incorporated DBA 22 Commune at the premises located at 164 Middlesex Turnpike (Bottom Floor of the Val Apartment Complex), Billerica, MA

Secretary Deslaurier stated that the applicant has requested a continuance since they are still before the Board of Appeals.

MOTION - Secretary Deslaurier made a motion to continue the public hearing for 22 Commune until June 26, 2023 @ 7:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

7. Public Hearing for National Grid/Verizon - #30656580 - National Grid to install (2) JO Poles on Salem Road (242 & 244 Andover Road) beginning at a point approximately 16' north of the centerline of the intersection of Andover Road. Install new Poles #89-75 and #89-25 and permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Secretary Deslaurier stated that the applicant has requested a continuance.

MOTION - Secretary Deslaurier made a motion to continue the NG hearing #3065680 until June 26, 2023 at 7:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

8. Public Hearing for National Grid - #30775471 - National Grid to install approximately 35' #350 al 3c in 2-3" conduits from HH4 to new HH 4-1 in order to supply electric service to 2 Cartwright Lane

MOTION - Secretary Deslaurier made a motion to open the public hearing for National Grid #30775471 at 7:10 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Joe Ientile from National Grid appeared for the discussion on the pole petition for #30775471, 2 Cartwright Lane. This application is for a new house being built.

Member Rosa stated that this plan and the next plan are essentially the same but they have different plan numbers and also reference the Town of Tewksbury in the legend. He is concerned that the notification to the abutters was not clear and this should be continued. Mr. Curran stated that both plans reference the same area but the description defines the differences. National Grid should be explaining this not him.

Secretary Deslaurier stated that he agrees that we should side with caution and continue this.

Vice Chair Conway disagreed. The abutters were notified and the description clearly states what the application is for.

Ben Pond of 3 Cartwright Lane – Mr. Pond asked how this proposal affects him. Mr. Ientile stated that there is a broken hand hold on his property that will be fixed and then they will install a new hand hold for the new house.

Member Burrows stated that National Grid is a private contractor and should not be using Town staff and funds for mailing.

MOTION - Secretary Deslaurier made a motion to continue the public hearing for National Grid #30775471 until June 26, 2023 at 7:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

9. Public Hearing for National Grid - #30775484 - National Grid to install approximately 60' #350 al 3c in 2-3" conduits from PAD 2 to new HH 2-1 in order to supply electric service to 7 John F Allan Drive

MOTION - Secretary Deslaurier made a motion to open the public hearing for National Grid #30775484 at 7:20 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Joe Ientile from National Grid appeared for the discussion on the pole petition for #30775484, 7 John F Allan Drive. This application is to provide electrical service for 7 John F Allan Drive.

Member Rosa stated that he has the same concerns as the previous hearing.

MOTION - Secretary Deslaurier made a motion to continue the public hearing for National Grid #30775484 until June 26, 2023 at 7:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Appointments

13. Appointments that Require Interviews:

- a. Conservation Commission – (3 Regular Position Open: 2 – 3-Year, 1 – 1-Year) – 4 Applicants
 - i. Barry Andreasen
 - ii. Joanne Giovino (Incumbent)
 - iii. Christine Aras
 - iv. Jack Bowen (Incumbent)

Mr. Andresen appeared. He has lived in town for 40 years and is an engineer. He loves the outdoors and thought that the Conservation Commission would be a good fit. Member Rosa thanked him for applying and asked if he had any insight to the permitting and inspection process. Mr. Andresen replied that he has gone through the process personally. Secretary Deslaurier also thanked him for applying and asked if he would be comfortable with overseeing the permit process. Mr. Andresen stated that this is a significant commitment and he would grow personally. He would represent the town residents with implementation of MGL. Vice Chair Conway asked how you would weigh the bylaws versus what residents want. Mr. Andresen stated that members have some discretion and he is sensitive to conditions. It's not a rubber stamp and he would look at each application individually.

Joanne Giovino appeared. Ms. Giovino read a statement which includes all the work she has done as a member of the Conservation Commission. Member Rosa stated that there is less land available and how does open space get preserved and what is the biggest threat. Ms. Giovino stated that wetlands are very valuable and the past practice was to fill them. That is not the case now and the biggest issue is education. Vice Chair Conway stated that she did not know that Ms. Giovino was part of the land fill project and thanked her and added that the form you filled out is an older form and asked that a new form be signed with the Code of Conduct. Ms. Giovino replied she would do that.

Christine Aras appeared. Ms. Aras stated that she has an engineering background and feels she would be an asset to the Commission. Member Rosa thanked her for applying and asked what her goals were if appointed. Ms. Aras stated that the primary goal is to protect wetlands and endangered species as well as applying with the laws. Secretary Deslaurier asked if her engineering background would help with how you would approach problems. Ms. Aras replied yes, she is familiar with processes of land disputes and this would be similar.

Jack Bowen appeared. Mr. Bowen stated that he has been on the Commission for 10 years and wishes to continue. He has been taking continuing education classes to stay up to date and informed and he is against removing the Talbot Dam. Member Burrows stated that removing the dam at Faulkner Mill is a mistake.

MOTION - Secretary Deslaurier made a motion to appoint Barry Andreasen to a 3-year term on the Conservation Commission. The motion was seconded by Member Rosa and voted 0-5-0. On a roll call vote: Secretary Deslaurier voted No, Member Rosa voted No, Vice Chair Conway voted No, Member Burrows voted No, and Chair Riley voted No. Mr. Andreasen was not appointed to a 3-year term.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

MOTION - Secretary Deslaurier made a motion to appoint Joanne Giovino to a 3-year term on the Conservation Commission. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Secretary Deslaurier voted Aye, Member Rosa voted Aye, Vice Chair Conway voted Aye, Member Burrows voted Aye, and Chair Riley voted Aye.

MOTION - Secretary Deslaurier made a motion to appoint Christine Aras to a 3-year term on the Conservation Commission. The motion was seconded by Member Rosa and voted 0-5-0. On a roll call vote: Secretary Deslaurier voted No, Member Rosa voted No, Vice Chair Conway voted No, Member Burrows voted No, and Chair Riley voted No. Ms. Aras was not appointed to a 3-year term.

MOTION - Secretary Deslaurier made a motion to appoint Jack Bowen to a 3-year term on the Conservation Commission. The motion was seconded by Member Rosa and voted 5-0-0. On a roll call vote: Secretary Deslaurier voted Aye, Member Rosa voted Aye, Vice Chair Conway voted Aye, Member Burrows voted Aye, and Chair Riley voted Aye.

MOTION - Secretary Deslaurier made a motion to appoint Barry Andreasen to a 1-year term on the Conservation Commission. The motion was seconded by Member Rosa and voted 2-3-0. On a roll call vote: Secretary Deslaurier voted No, Member Rosa voted Aye, Vice Chair Conway voted No, Member Burrows voted Aye, and Chair Riley voted No.

MOTION - Secretary Deslaurier made a motion to appoint Christine Aras to a 1-year term on the Conservation Commission. The motion was seconded by Member Rosa and voted 5-0-0. On a roll call vote: Secretary Deslaurier voted Aye, Member Rosa voted Aye, Vice Chair Conway voted Aye, Member Burrows voted Aye, and Chair Riley voted Aye.

Presentations

10. New DPW Building Presentation

Tony Wesipicer from Weston and Sampson appeared and presented the Select Board with the proposed plans for the new DPW Building.

Vice Chair Conway asked what the size difference is between the men and women's locker room. Mr. Wesipicer replied the women's locker room is about 1/3 of the size. Vice Chair Conway stated that it should be 50-50. Why is the administration lunchroom separate from the muster room. Mr. Wesipicer replied that the admin/engineering staff typically wouldn't eat lunch with the field workers. Vice Chair Conway stated that good leadership would want everyone eating lunch together and being around each other. Mr. Curran stated that they can just relabel the room lunchroom. The locker rooms were built with the current trend. Vice Chair Conway stated she would not support the design as is.

Secretary Deslaurier asked what the DPW Director thinks? Fred Russell, DPW Director joined the meeting. This building consolidates all DPW departments and allows storage of all DPW vehicles. Secretary Deslaurier stated that he likes the Town Engineer and DPW Director next to each other so they can collaborate. What is the operations center? Mr. Curran stated that it is currently in the Police Station. The 911 center will take over this space and they will have enough room for a combined 911 center if this ever happens. This will move to the DPW. Secretary Deslaurier asked what we lost with the reduction of space. Mr. Wesipicer stated that they removed a sidewalk in the vehicle storage area and added bollards instead of safety. No functionality was lost. Mr. Curran stated that they eliminated one conference room and combined the storm event/fitness center. Secretary Deslaurier asked if the fleet maintenance area can accommodate a fire truck. Mr. Curran replied yes.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

Member Rosa asked what personnel will be using this building. Mr. Russell replied highway and parks as well as the administration and engineering. Member Rosa asked them to look at reducing the overlapping areas like the lunchrooms and reduce the footprint. Mr. Russell stated that it is difficult to cut out one thing and shrink the building but they will look at it. Mr. Wesipicer stated that this is a common layout for a DPW. Member Rosa stated that the gym is not needed, employees should be using a gym on their own time. Mr. Russell stated that the Fire and Police have their own gym, and we are first responders also so we deserve it. Mr. Curran stated that the gym is now a combined space. Member Rosa stated that there are only 2 trips per hour into the facility. That is not a lot of traffic and the reception area seems to take up a lot of space so they should look at reducing that area. Member Rosa stated that additional salt storage is beneficial and asked if EV stations will be installed. Mr. Curran stated that we will bring in the infrastructure but not the machines right now. Member Rosa stated that there are grants available for EV stations. The maintenance area is larger so does this mean they can handle more maintenance inhouse. Mr. Russell stated that they are planning on buys vehicles more efficiently. Member Rosa asked if there will be another residents meeting. Mr. Curran replied yes, he will let the Board know when he has more information. Member Rosa asked if there will be sound issues with the abutters. Mr. Russell stated that they have moved the area that could be the loudest the further away from the residents. Member Rosa stated that you are using \$50 million as the price tag but this will accrue interest so it will be higher. Mr. Curran replied we don't know exactly about the funding, so there will be additional costs.

Member Burrows asked what a muster room is. Mr. Russel replied it is a room they gather in, do training, lunch and work assignments.

Chair Riley stated that he would agree that the gym is needed as well as the multi-purpose rooms. He also likes that the vehicles will be stored inside. Do snowplow contractors come into the reception area? Mr. Russell replied no, they would come into the operation room.

Vice Chair Conway asked where the operations center is. Mr. Curran replied that it is the command center on the second floor in the Police Station connected to the 911 center.

Member Rosa asked if this would affect the Fire Department 911 center. Mr. Curran replied no, they are going to try to combine them if possible.

Mr. Curran stated that we will work on the design and bring it back to the Board.

New Business

16. Swanson Meadows – Damage to Neighbors Property – Discussion of Liquor License – Requested by Member Burrows

Member Burrows stated that he received several calls from neighbors at Swanson Meadows. Their homes are constantly being hit by golf balls. They have tried to talk with the owners and they are not responsive. This is a nuisance and the Board of Health should address this.

Member Rosa stated that this is affecting multiple residents. It was a similar situation as Rangeway golf and we did get involved and made the owners install a fence with a net. This is a safety issue for the residents and could do significant damage. We should send a letter to the owner and asked him to come forward with a solution.

Secretary Deslaurier asked what the role of the Select Board is. Does this violate the zoning bylaws? Is this a neighbor dispute. Where is our enforcement? Chair Riley stated that we are a mitigating body and need to maintain fairness.

Chair Riley asked if this was brought to the attention of the Town. Mr. Curran replied it did not come to his office; the residents contacted Member Burrows. Member Burrows stated that he spoke with the Building Commissioner and he has an entire folder of complaints so the Town has been notified.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

Vice Chair Conway stated that this should be referred to the Town Manager and Building Commissioner. Mr. Curran stated that they have a liquor license and if there is a violation of the liquor license, then there is a due process that needs to be followed including notification. He would look at the original special permit to see if there were any conditions.

Member Rosa asked if there are any licenses that are issued beside the liquor license. We should investigate that to see if there are any conditions listed on the licenses.

Al Tassone – Mr. Tassone stated that he is on the Board of Directors. They have been trying to correct this for the last 20 years. There have been a lot of promises broken. The association paid \$3,800 for a net. Mr. Tassone gave a history of the claims that have been submitted for damage to the properties.

Ralph – Ralph stated that we are not here for an insurance claim, we are looking on moving forward. We spent a lot of money to fix the building in 2013. They agreed to pay for half of the net and they didn't. We asked that the tee be moved so the golfers hit away from the houses and they refused. The tees are facing the homes. We feel like second class citizens and asked that the Board of Health investigate this as a nuisance.

Mr. Curran stated that he will investigate the original permit and put a plan together and report back to the Board.

Mary Conway, owner of #153 – Ms. Conway stated that she has lived there since 2011. She has had to constantly replace screens and has spent over \$2,000 on repairs. On October 15th her sons window is broken and this is the 4th window that has been broken. It took until January to get it repaired so part of the winter, they had a board on her son's window.

Mike Welch – We have tried to work with the owners and multiple people have been hit by golf balls and it's only a matter of time before someone is seriously hurt or killed.

11. Water and Sewer Rates Presentation – 1st Reading

Mr. Curran stated that they hired an independent consultant to review and present the water and sewer rates. Dave Fox from Raftelis appeared to present the water and sewer rates. Mr. Curran stated that they have asked Mr. Fox to do an independent rate study in the near future. Mr. Fox went over the water fund overview and is proposing a 3% increase for in town and out of town for FY24. Mr. Fox then presented the sewer fund overview and is proposing a 7% increase for in town and out of town for FY24. Mr. Fox stated that he is planning on performing a robust rate study in advance of FY25.

Vice Chair Conway asked if we could have a breakdown of total houses in the 1, 2 and 4 household. Mr. Fox stated that most of the household fall in between 3-5 ccf based on consumption. Vice Chair Conway stated that there is a lot of fixed cost and how do we compare with other towns. Mr. Fox stated that Billerica is in the middle of the road. Vice Chair Conway likes that there are base fixed costs. Mr. Fox stated that we need to look at the customer impacts.

Member Rosa stated that we are conserving water and get our use per capita down, which we have been successful. The presentation mentions nationwide, water rates are going up 5% but what type of facilities are they using. Is this a MWRA scenario? We have our own water and sewer treatment. Mr. Fox stated that includes both. Member Rosa asked if you have a direct comparison to Billerica. Mr. Fox stated that you will never have an apple to apple comparison, but he can get you comparisons for towns with similar facilities. Member Rosa asked why the Flushing/Inspection doubled between FY22 to FY23. Fred Russell joined the meeting. There are more overtime costs. Member Rosa stated that there is a separate line item for OT are these manpower costs. Mr. Russell replied yes. The overtime line items covers water breaks, shift coverage, etc. Member Rosa asked why supplies have gone up 18%. Mr. Russell stated that chemical costs have dramatically increased. Member Rosa asked if the reserve is from free cash. Mr. Russell replied yes. Member Rosa asked what is in the retained earnings account. Paul Watson joined the meeting. There is about \$1 million in the account. Member Rosa asked how much we have spent over preceding years. Mr. Watson stated that he doesn't know but can get the amount. Mr. Fox stated that 13% is low. Mr. Curran stated that they have not taken out the rates. Member Rosa asked what the ST interest is. Mr. Curran replied that the



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

interest rate has gone up. Member Rosa asked what was bonded. Mr. Watson stated that the State Trust Program, ozone project for \$10 million. Member Rosa stated that we just did a tax increase of \$560 on residents, there is a \$71 million DPW building proposed and now this. All the money come from the same pot. There will be a 41.5% drop in 2025. He is opposed to any more impacts to the residents. Out of Town users should pay a higher interest rate. Mr. Fox agreed that the out-of-town users should help subsidized the rates. Mr. Curran stated that most of the out-of-town accounts are in the trailer park.

Member Rosa stated that on the sewer, where is the covid money that was allocated towards sewer. Mr. Curran stated that it is not shown here and doesn't show on future debts. Member Rosa asked what is in the retained earning fund. Mr. Watson stated that its \$500,000. Mr. Curran stated that it is actually \$967,000. It was \$1.5 million but \$600,000 was taken out at the fall Town Meeting and the water retained earning fund is \$2.1 million and \$500,000 was taken out at the fall Town Meeting. Member Rosa asked in the analysis why was a 3-family home not down. Mr. Fox replied 1, 2 and 4 families are the average. Member Rosa stated that we just raised taxes and the debt has decreased so we should not raise water and sewer rates on residents.

Secretary Deslaurier asked if subsidizing is good for water and sewer. Mr. Fox replied no, they should be self-supporting and he will suggest that you get rid of the subsidizing over time. Mr. Deslaurier stated that some residents are supporting these services without actually using them. It has been underfunded in the past and we are trying to correct that. The percentages are appropriate.

Member Burrows stated that Town Meeting voted on unidirectional flushing and asked if that is in the calculations. Mr. Russell stated that action was to hire a consultant to come up with a plan. The actual flushing will be done on OT.

Vice Chair Conway stated that the OT seems high and asked if there was consideration of hiring another person. Mr. Russell replied no, a crew does the work, not just one person.

Kelley Sardina asked to speak on this issue. Chair Riley stated that residents can speak during open microphone. Member Rosa stated that there is a policy to let residents speak about an agenda item. Vice Chair Conway stated that it's at the call of the Chair to let them speak on other issues.

Approval of Minutes

12. April 24, 2023

MOTION - Secretary Deslaurier made a motion to approve the Select Board minutes of April 24, 2023 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Appointments

14. Appointments that DO NOT Require Interviews:

- a. Billerica Substance Awareness & Prevention Committee (1 Select Board Appointment) – 1 Applicant
 - i. Joanne Barry (Incumbent)

MOTION - Secretary Deslaurier made a motion to appoint Joanne Barry to the Billerica Substance Awareness & Prevention Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- b. Billerica Youth Advisory Committee (2 Alternate Positions Open) – 1 Applicant
 - i. Daniel Darris-O'Connor

MOTION - Secretary Deslaurier made a motion to appoint Daniel Darris-O'Connor to the Billerica Youth Advisory Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- c. Board of Appeals (2 Regular Positions Open) – 2 Applicants
 - i. Michael Pendleton (Incumbent)
 - ii. Richard Colantuoni (Incumbent)



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

MOTION - Secretary Deslaurier made a motion to appoint Michael Pendleton to the Board of Appeals as regular members. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Deslaurier made a motion to appoint Richard Colantuoni to the Board of Appeals as regular members. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION -

- d. Board of Appeals (1 Alternate Position Open) – 1 Applicant
 - i. Salvatore Dampolo (Incumbent)

MOTION - Secretary Deslaurier made a motion to appoint Salvatore Dampolo to the Board of Appeals as an alternate member. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- e. Cabot Land Re-Use Committee (4 SB Positions Open) – 0 Applicants
- f. Commission on Disability – (1 Position Open) – 1 Applicant
 - i. Lauren Norman (Incumbent)

MOTION - Secretary Deslaurier made a motion to appoint Lauren Norman to the Commission on Disability. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- g. Council on Aging (2 Regular Positions Open) – 2 Applicants
 - i. Mary Riley (Incumbent)
 - ii. Richard Carroll (Incumbent)

MOTION - Secretary Deslaurier made a motion to appoint Mary Riley to the Council on Aging. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Deslaurier made a motion to appoint Richard Carroll to the Council on Aging. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- h. Council on Aging (1 Alternate Position Open) – 0 Applicants
- i. Electronic Voting Committee (3 Regular Positions Open) – 3 Applicants
 - i. Kevin Conway
 - ii. Donald Damon
 - iii. Sean Simonini

MOTION - Secretary Deslaurier made a motion to appoint Kevin Conway to the Electronic Voting Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Deslaurier made a motion to appoint Donald Damon to the Electronic Voting Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Deslaurier made a motion to appoint Sean Simonini to the Electronic Voting Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- j. Financial & Compliance Audit Committee (2 SB Positions Open) – 0 Applicants
- k. Historical Commission (3 Positions Open) – 1 Applicant
 - i. Mary Leach (Incumbent)

MOTION - Secretary Deslaurier made a motion to appoint Mary Leach to the Historical Commission. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- l. Historical District Commission (3 Regular) – 3 Applicants
 - i. Travis Brown (Incumbent)
 - ii. Michael Rea Jr (Incumbent)
 - iii. David Gagliardi (Incumbent)



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

MOTION - Secretary Deslaurier made a motion to appoint Travis Brown, Michael Rea Jr, and David Gagliardi to the Historical District Commission. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- m. Historical District Commission (2 Alternate Positions Open) – 1 Applicant
 - i. Sean Simonini

Secretary Deslaurier stated that Mr. Simonini withdrew his application.

- n. Local Cultural Council - **2 Year Appointment** (5 Open Positions) – 2 Applicants
 - i. Parashu R. Phuyal
 - ii. Neelam Wali

MOTION - Secretary Deslaurier made a motion to appoint Parashu Phuyal and Neelam Wali to the Local Cultural Council. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- o. Middlesex Canal Commission (1 Open Positions) – 0 Applicants
- p. Municipal Affordable Housing Trust- **2 Year Appointment** (1-Banker, 2 Residents, 1 Realtor, 1 Attorney) – 1 Realtor Applicant, 1 Banker Applicant
 - i. Catherine Shubin (Incumbent Realtor)
 - ii. Allison Elliott (Incumbent Banker)

MOTION - Secretary Deslaurier made a motion to appoint Catherine Shubin and Allison Elliott to the Municipal Affordable Housing Trust. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- q. Open Space and Recreation Committee (1 Open SB Position) – 1 Applicant
 - i. Michael Parker (Incumbent)

MOTION - Secretary Deslaurier made a motion to appoint Michael Parker to the Open Space and Recreation Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- r. Scholarship Foundation Committee (10 Open Positions) – 3 Applicants
 - i. Brenda MacDonald (Incumbent)
 - ii. Sharon Ferris (Incumbent)
 - iii. Al Tassone (Incumbent)

MOTION - Secretary Deslaurier made a motion to appoint Brenda MacDonald, Sharon Ferris and Al Tassone to the Scholarship Foundation Committee. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

- s. Water/Sewer Oversight Board (1 Open Position) – 0 Applicants

Old Business

13. Town Manager's Report

Mr. Curran presented his report.

- **Community Outreach**

Mr. Curran stated that it was asked at the last meeting out do we do community outreach. They have social media pages but that is skewed towards younger people. They have the emails for the newsletter. They will be sending out an insert in the next bills to explain the newsletter and how to sign up. The Town has also amassed a larger number of emails through various initiatives could send an email to those lists to see if residents want to be part of the newsletter.

Member Rosa stated that notices should be sent in the tax bill and then send a direct mailing to the 60+ age group.

Secretary Deslaurier believes email is the best way to reach people.

Vice Chair Conway stated that we should send info in the tax bills and perhaps flyers at the COA.

Member Burrows stated that something could be sent through the schools.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

- **11 Concord Road**

Mr. Curran stated that the Town has met with the Food Pantry to finalize their floor plan. Construction will take about three to four months.

- **Vining Field**

Mr. Curran stated the kickoff meeting with Warner Larson and Quick Construction was held. This project will take place in August and finish by November.

- **DPW Appreciation Day**

Mr. Curran stated the DPW Appreciation Day was held on June 2nd at PHR. We had a cookout and cornhole tournament. It was well received and something they will do again in the future.

Member Rosa stated that it would have been nice to know and show our appreciation.

- **Factorial / TIF Agreement**

Mr. Curran stated that Factorial may enter into a TIF agreement with the town. They are currently taking over the Clear Motion site at 805 Middlesex Turnpike.

Member Rosa asked if Clear Motion had a TIF agreement. Mr. Curran replied yes, but it was suspended.

Member Burrows asked if Factorial has been with the Fire Department regarding battery storage. Mr. Curran replied he was not sure but will make sure they are involved.

Vice Chair Conway stated that this is exciting that we are stealing them away from Woburn.

- **CDC National Health and Nutrition Study**

Mr. Curran stated the CDC will be located in the Home Wood Suites parking lot to conduct assessments for a nationwide survey.

Member Rosa stated that we should send out info on social media to let residents know. Vice Chair Conway agreed.

- **Trash and Recycling Fees**

Mr. Curran stated the Waste Management contract was signed and after 10 years of no price increases for bulk items and white good collection, they are now increasing their costs. The new costs were presented. They are also going to charge for additional recycling and trash carts. The new costs were presented.

Member Rosa asked if this affects the mattress recycling. Mr. Maynard replied no, Waste Management does not do mattresses, it's a separate contractor. Member Rosa stated that to dispose of the mattress and box spring now costs \$85 where before it was free. Mr. Curran stated that we will repost the information about mattress recycling.

Vice Chair Conway asked if we are passing the \$90 on to the residents for recycling because that is not right. Mr. Curran replied he will double check.

- **Bike Path**

Mr. Curran stated the NOI application is under review with Conservation.

- **Boston Road**

Mr. Curran stated the contractor is currently working on installing drain lines, traffic signal mast arm foundations, signal cabinet foundations. Upcoming work includes installation of traffic signal conduit, signal bases and pull boxes as well as National Grid continuing the gas main relocation.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

Member Rosa stated that we need to know what the plan is for the Center as Road Commissioners. The Select Board has the final say. There should be a plan that we agree on before it goes to the public. Mr. Curran stated that it is the same plan that was presented to the Board. Member Rosa stated that we made comments and suggestions and asked if those have been incorporated. Mr. Curran replied no, we are trying to collect as many comments as possible then revised the plans once. The revised plans will be brought back to the Select Board and this Board will decide if it moves forward.

Member Burrows asked if there is a residency requirement on the Boston Road project. Mr. Curran stated that there is 1 resident but will check.

Vice Chair Conway stated that the contractors need to be respectful about parking their personnel vehicles on private property.

- **Paving**

Mr. Curran stated that the binder course pavement has been installed on Treble Cove Road. Granite curb will be installed starting June 5th as well as concrete sidewalks. PHR parking lot has received the final paving and the parking lot has been striped.

Secretary Deslaurier stated that there are roads that have just a binder, like Call Street and asked when they will have final paving. Mr. Curran stated that he would have to check with the Town Engineer.

MOTION - Secretary Deslaurier made a motion to approve the application for Blisspoint Meadery License by a Farmer Winery to sell at the Billerica Farmer's Market on Mondays, June 19th to October 9th from 2:00 to 7:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Meeting Schedule – June 26, 2023 and July 17, 2023

MOTION - Secretary Deslaurier made a motion to adjourn the June 05, 2023 Select Board meeting at 11:07 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

Exhibits for the Select Board Meeting – June 05, 2023

Call to order 7:00 PM

1. **Open Microphone**– No Exhibits

Announcements

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

Fiscal Efficiency and Public Recognition

4. **Kathy Meagher – Outstanding Library Support Staff of the Year** – Email from A. Deslaurier dated 05/17/23

Public Hearing

5. **Continued Public Hearing for National Grid/Verizon - #30733173** – National Grid to relocate (1) JO Pole on Country Lane beginning at a point approximately 5’ easterly and 37’ northerly from existing Pole #9 location per request from the Town of Billerica. Relocate Pole #9 Country Lane approximately 5’ back and 37’ northerly towards the property line per request of the Town of Billerica and permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. – NG Application, Plan dated 05/12/23, DPW Comments dated 05/31/23, NG Comments dated 06/01/23, Electric Comments dated 05/17/23, Safety Officer Comments dated 05/17/23, Abutters List, Public Hearing Notice
6. **Continued Public Hearing 22 Commune Incorporated – A new On-Premises All Alcohol §12 Restaurant and Common Victualler License for 22 Commune Incorporated DBA 22 Commune at the premises located at 164 Middlesex Turnpike (Bottom Floor of the Val Apartment Complex), Billerica, MA** – No New Information Received
7. **Continued Public Hearing for National Grid/Verizon - #30656580** National Grid to install (2) JO Poles on Salem Road (242 & 244 Andover Road) beginning at a point approximately 16’ north of the centerline of the intersection of Andover Road. Install new Poles #89-75 and #89-25 and permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. – No New Information Received
8. **Public Hearing for National Grid - #30775471 - National Grid to install approximately 35’ #350 al 3c in 2-3” conduits from HH 4 to new HH 4-1 in order to supply electric service to 2 Cartwright Lane.** – NG Application, Plan dated 05/09/23, DPW Comments dated 05/31/23, NG Comments dated 06/01/23, Electric Comments dated 05/17/23, Safety Officer Comments dated 05/17/23, Abutters List, Public Hearing Notice
9. **Public Hearing for National Grid - #30775484 - National Grid to install approximately 60’ #350 al 3c in 2-3” conduits from PAD 2 to new HH 2-1 in order to supply electric service to 7 John F Allan Drive** - Application

Presentation

10. **New DPW Building Presentation** – Presentation dated 06/05/23 by Weston & Sampson
11. **Water and Sewer Rates Presentation** –Presentation dated 06/05/23 by Raftelis

Approval of Minutes

12. **April 24, 2023** – Minutes



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

Appointments

13. Appointments that Require Interviews:

- b. Conservation Commission – (3 Regular Position Open: 2 – 3-Year, 1 – 1-Year) – 4 Applicants
 - i. Barry Andreasen
 - ii. Joanne Giovino (Incumbent)
 - iii. Christine Ars
 - iv. Jack Bowen (Incumbent)

14. Appointments that DO NOT Require Interviews:

- t. Billerica Substance Awareness & Prevention Committee (1 Select Board Appointment) – 1 Applicant
 - i. Joanne Barry (Incumbent)
- u. Billerica Youth Advisory Committee (2 Alternate Positions Open) – 1 Applicant
 - i. Daniel Darris-O’Connor
- v. Board of Appeals (2 Regular Positions Open) – 2 Applicants
 - i. Michael Pendleton (Incumbent)
 - ii. Richard Colantuoni (Incumbent)
- w. Board of Appeals (1 Alternate Position Open) – 1 Applicant
 - i. Salvatore Dampolo (Incumbent)
- x. Cabot Land Re-Use Committee (4 SB Positions Open) – 0 Applicants
- y. Commission on Disability – (1 Position Open) – 1 Applicant
 - i. Lauren Norman (Incumbent)
- z. Council on Aging (2 Regular Positions Open) – 2 Applicants
 - i. Mary Riley (Incumbent)
 - ii. Richard Carroll (Incumbent)
- aa. Council on Aging (1 Alternate Position Open) – 0 Applicants
- bb. Electronic Voting Committee (3 Regular Positions Open) – 3 Applicants
 - i. Kevin Conway
 - ii. Donald Damon
 - iii. Sean Simonini
- cc. Financial & Compliance Audit Committee (2 SB Positions Open) – 0 Applicants
- dd. Historical Commission (3 Positions Open) – 1 Applicant
 - i. Mary Leach (Incumbent)
- ee. Historical District Commission (3 Regular) – 3 Applicants
 - i. Travis Brown (Incumbent)
 - ii. Michael Rea Jr (Incumbent)
 - iii. David Gagliardi (Incumbent)
- ff. Historical District Commission (2 Alternate Positions Open) – 1 Applicant
 - i. Sean Simonini
- gg. Local Cultural Council - **2 Year Appointment** (5 Open Positions) – 2 Applicants
 - i. Parashu R. Phuyal
 - ii. Neelam Wali
- hh. Middlesex Canal Commission (1 Open Positions) – 0 Applicants
- ii. Municipal Affordable Housing Trust- **2 Year Appointment** (1-Banker, 2 Residents, 1 Realtor, 1 Attorney) – 1 Realtor Applicant, 1 Banker Applicant
 - i. Catherine Shubin (Incumbent Realtor)
 - ii. Allison Elliott (Incumbent Banker)
- jj. Open Space and Recreation Committee (1 Open SB Position) – 1 Applicant
 - i. Michael Parker (Incumbent)



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JUNE 05, 2023**

- kk. Scholarship Foundation Committee (10 Open Positions) – 3 Applicants
 - i. Brenda MacDonald (Incumbent)
 - ii. Sharon Ferris (Incumbent)
 - iii. Al Tassone (Incumbent)
- ll. Water/Sewer Oversight Board (1 Open Position) – 0 Applicants

Old Business

15. Town Manager’s Report – Town Manager’s Report dated 042723

New Business

16. Swanson Meadows – Damage to Neighbors Property – Discussion of Liquor License – Requested by Member Burrows – 2023 License, Email from J. Burrows dated 05/31/23, Pictures

Meeting Schedule

June 26, 2023 and July 17, 2023

Approved On: JULY 17, 2023