



## MEMORANDUM

---

**TO:** Select Board

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

**CC:** Clancy Main, Assistant Town Manager  
Robert Maynard, Director of Administrative Services

**SUBJECT:** Town Manager's Report, December 5, 2022

**DATE:** December 2, 2022

---

### **OPEB Policy – Stone Consulting**

The Town sat down with Joan Moreau from Stone Consulting to go over OPEB liability and the Town's OPEB Policy. Stone Consulting does all the OPEB actuarial work and prepares an OPEB Liability report for the Town. Stone Consulting has been sold and there is new management in place. Joan Moreau is the Town's new representative. Much of the discussion focused on two areas: the annual funding policy for the OPEB Trust and the Investment policies for the Trust. Joan believes the current funding policy will not be sustainable over the long term. This office recognizes this as well and we are exploring modifying the policy when the annual contribution reaches \$4 Million. She also believes the Town could be less conservative with the investment policy and, in turn, reduce liability. This office will bring a policy to the Board when these ideas have been fully vetted.

### **Veterans Office / Wreaths Across America**

The 5<sup>th</sup> annual wreaths Across America day will be on Saturday December 17<sup>th</sup>, 2022, at Fox Hill Cemetery. The ceremony will be at 11:30am followed by wreath laying at 12:00. The Veterans Director would like to invite the Board to participate in this event, please let us know your availability.

### **Peggy Hannon Rizza Complex**

The field portion of the project is 95% complete. The parking lot lights are operational. The gaming area is not complete. It is expected that it will be finished in the Spring. Additionally, the sprinkler systems, water wells, and tree plantings will be completed at this time. The snack shack will be weather tight by the end of the year and is still on pace to be completed prior to the spring. The electrical panel is significantly delayed due to supply chain issues – this is the greatest concern at this time. Shawsheen Technical School has been a great help throughout the project. The students built a shed for storage as well as a smaller shed on sight for gaming storage.

### **National Grid Fleet Advisory Program**

The Town has been working with National Grid to assess our fleet of vehicles and recommend what should be EV. After reviewing our data, National Grid had some follow up questions, retirement timeframes, vehicle types, plow capability, etc. My office is working with each department to answer these questions so we can hopefully get back our recommendations by January 2023.

## **Paving Project Updates**

Our engineering department has completed a number of paving projects around Town (see attached). These projects constitute approximately \$2.7 Million of Roadwork funded through local capital money and Chapter 90 Funds.

## **NEWEA 2022 Award Recipient**

The New England Water Environment Association has selected the Billerica WRRF as the recipient of the 2022 George W. Burke, Jr. Safety Award. This award was established in 1982 in honor of George W. Burke, Jr. for developing the annual safety survey and assisting in the production of several safety training aids and promotional packets. The purpose of the award is to promote an active and effective safety program in municipal and industrial wastewater facilities. Jeff Kalmes submitted the 2021 safety program and safety record for his facility, and NEWEA chose Billerica as the best out of hundreds of applicants.

## **Vining Field**

My office is working with Leftfield to put together a schedule for the Vining Field project. We are hopeful to get a contractor on board in March 2023 to start the submittals, especially for items with long lead times like Musco light poles. Construction won't start until August 2023 therefore Softball league can use the fields for this upcoming season with no interruption.

## **Bromate**

The Town of Billerica received news earlier this week regarding an apparent anomaly in our monthly water testing results. Every month the Town is required to submit samples to the DEP to test our water and ensure its safe for drinking and bathing. The Month of October readings found the Bromate levels exceeded 10 parts per billion (ppb) – the reading was 150 ppb. Bromate is the byproduct of the chemical reaction that takes place during the Water department ozonation process. This process is in place primarily to control iron and manganese in the water supply (brown water). As part of this process Bromide is altered to produce Bromate.

Bromate is a carcinogen and is therefore regulated and its' presence in the water supply must be reported within 30 days to maintain transparency. **There is no public health threat at this time.** In fact, the November reading has come back at acceptable levels (2.5 ppb). The Water Department is currently investigating the cause of this anomaly, but at this time it, appears to be just that. I will keep the Board updated.

## **Resurfacing on 3A in Pinehurst**

On Thursday, November 17<sup>th</sup> MASSDOT hosted a virtual public information session to answer questions about their upcoming resurfacing project on 3A in Pinehurst. Specifically on the stretch of road from the Burlington Line to the Cook Street intersection. The Town is working closely with MASSDOT to ensure that sidewalks and road-scapes are included in their scope of work. Residents in Burlington were frustrated after the information session with the lining of lanes, MASSDOT wants single lanes of traffic not two. The project is stalling until MASSDOT works through these issues with the residents of Burlington.

## **Intergenerational Center**

The Town received bids from five design firms for the Intergenerational Center. Due to the scope of the project, we offered these firms tours of the COA, Cider Mill, Peggy Hannon Rizza and the Vining. We will conduct interviews after the Holidays and select one design firm for the project.

## **Federal Veterans Affairs Claims Certification –**

Donnie Jarvis over the Thanksgiving weekend became certified to enter claims into the Federal VA system. Instead of Billerica Veterans traveling to Boston they are now able to come to Town Hall and have Donnie perform that service. This is a great benefit for all Veterans in Billerica.

## **Budget Process -**

The Town will begin starting the internal budget process in the coming weeks. In the past I have asked Department Heads to level fund the budget and submit any increases to the expense account separately as part of our budget meeting. This year I will be asking Department Heads if they need an increase in an expense account that it will most likely result in a cut somewhere else in their budget. This will serve to control the levy and contain large increases to contracts.