



MEMORANDUM

TO: Board of Selectmen

FROM: John C. Curran, Town Manager

CC: Cathy O'Dea, Clancy Main

SUBJECT: Town Manager's Report, November 16, 2020

DATE: November 13, 2020

Peggy Hannon Rizza Complex

The CPC met on October 29th to determine a sense of the committee in regards to the PHR project. The committee would like to see the project resubmitted for the next eligibility round. I met with the Recreation Director, David Grubb and he plans on submitting a project application to the CPC to meet the December deadline. The next CPC meeting is currently scheduled for December.

Adult Use Marijuana

On July 8th 2018 the Board of Selectmen had a working session on the Adult Use Marijuana rules and regulations. During this meeting the Board discussed the General By-Law, Zoning, and Board of Selectmen licensing rules and regulations. The Board's licensing regulations were based off the Town's Alcohol regulations with a few changes. These changes included items that were exclusive to marijuana including odor control plans, forbidding delivery, hours of operation, and penalties. This office plans to review the draft BOS licensing regulations with Town Counsel in an effort to make sure the Town is up to date with the laws. I will include an updated draft policy in December meeting. After finalizing the regulations I will follow up with Community Care Collective to have them submit for their license.

This office also spoke with Community Care Collective. They have poured their foundation on 11/9 and expect to be finished with the building in end of April. They currently have their provisional license with the state. Their next step is to submit their building plans and building permit to the state. After that the state will inspect the building upon completion and will grant them their final license.

“The Town shall use the above referenced payments in its sole discretion, but shall make a good faith effort to allocate said payments to offset costs related to road and other infrastructure systems, law enforcement, fire protection services, inspectional services, public health and addiction services and permitting and consulting services, as well as unforeseen impacts upon the Town of Billerica.”

All of the revenue; the 3% tax, the 3% host community agreement and the 3% Development agreement will all be collected as local receipts subject to general appropriation. By virtue of these being local revenues, they will automatically offset impact to the levy. The original projection of gross revenue was estimated to be \$20 million. The revenue projected off of this estimate is between \$1.5 and \$2.0 million. However the majority of these receipts are 18 months away from the day the business opens.

Howe School

Town Meeting of Spring 2020 voted to authorize the Board of Selectmen to enter into a leasing agreement with a tenant for the Howe School. This office worked with Town Counsel to write an appropriate RFP for the intended use of the building. These respondents will be required to provide a municipal benefit, have an educational function as part of their mission, past relationship with the town, etc. This RFP will be finalized shortly and submissions will be expected back prior to the new year.

Parks and Trees Professional Recognition

The Parks and Tree's Department received a complaint regarding the soccer nets at VVP. These nets were damaged during the most recent wind storm and can be close to 10-15 feet high in some places. Mike Haines received a quote of \$3,100 to fix the damage. Foreman Tim Chase reached out to the mechanics, Craig Chestnut and Matt Wing to see if they thought it would be possible to do in house. These three employees did an outstanding job repairing the damaged poles in house at approximate cost of \$350.00. I wanted to recognize these employees and the cost savings to the budget and taxpayer.

Recreation Update from David Grubb

Recently the Recreation Department helped spread some Halloween spirit with their first ever "Halloween Lights Contest". We had eight excellent entries and ultimately the Callahan Family with their "Middlesex House of Corpses" was voted as Best In Billerica! Congrats to the Callahan's and big thanks to all families that participated. As we look ahead to the holiday season, we will also be bringing back our third annual, and very popular, "Holiday Lights Contest"! Registration will open next week, and all information will be posted to the Recreation Department's website.

In addition to holiday events, the Recreation Department has also begun installation of their seasonal outdoor ice rink. This will be their fourth year operating the rink, and with an added emphasis on outdoor recreation opportunities this year, we are looking forward to providing this opportunity again this winter!

For all other information regarding programs, events, and recreation facilities, please visit the Recreation Department website and Facebook page for updated information.

802 Middlesex Turnpike

The temporary situation that exists now creates an unsafe or inadequate turning radius for vehicles with trailers on this driveway. This is significant because the residents of 802 Middlesex Turnpike do own a boat trailer. The temporary situation, while expected to be resolved, will exist for a significant amount of time. Virtually all work has been suspended this year with the exception of utility work. The two issues with this driveway are grade and turning radius. The preconstruction slope of this driveway was 9%. The post construction slope is expected to be 5%. The temporary turning radius insufficiency would be corrected by the proposed remedy. The drainage pipe would also be replaced with a larger pipe.

I met with many members of the project team on November 15th via Zoom. Mass DOT, Federal Highway, VHB, Billerica Engineering among others were on the call. There was some resistance to pay for the change order primarily because the general contractor produced a quote for the work that was unreasonably high.

After much discussion, I felt better that the project would address these concerns. They are going to review the quote and see if they can negotiate a reasonable cost. For my part, I expressed the importance of the project completing this work because of the disruption and inconvenience it has caused to the resident. I will keep you posted as soon as I hear back from the project team.

Cider Mill Update

The Attorneys are still working out the legal language on the Purchase and Sales Agreement.

Testing Center

I have reached out to Lowell General to discuss the feasibility of a Testing Center for Billerica. After discussing the logistics it did not seem like it would be a plausible scenario to partner with Lowell General for this purpose. This office is currently looking at other testing companies and entities to see if there is an entity that would make a good partner with the Town for this purpose.

Salt and Sand for Residents

Approximately five years ago residents used to drive into the Highway yard and park by the salt shed and help themselves filling buckets with salt. This was happening during snow storms when trucks are coming in and out of the Highway yard. Consequently, we banned anyone from coming into the yard to get salt and decided that we would keep some supply outside the yard. This brought in more vehicles during snow storm with truck coming in and out and it worked for short while until some private contractors servicing private lots found out about it and started helping themselves coming in after hours and pretty much emptying what was there for residents.

we just could not minimize the abuse of it, manage it in a way to prevent private contractors doing private ice treatment from coming in and taking salt as we are unable to manage it around the clock, in addition to the safety of residents coming to get salt and putting more cars on the roads during a snow storm heading to the highway yard for salt. For all those reasons we decided to stop and no longer making salt available to residents.

However, we are going to revisit the issue and see if we can address the logistics and make it both safe and available to residents only. I will let you know if we can develop a safe system for this purpose.

Budget Letter

The budget process is upon us again for Fiscal Year 2022. The first step is to issue a budget letter. I expect to send out a letter in the first week in December.

CTI Board of Directors Meeting

The Community Team Works Board of Director's meeting was cancelled because there were members that could not make it on short notice. Karen Frederick from Community Teamwork is going to get back to me with another date that might work for the Board.

Masonic/Food Pantry

The Town purchased a freezer unit with COVID CARES Act money. This will be given to Community Food Pantry. While the Masons are not actively using the building, they still maintain that they cannot vacate at least a portion of the building to accommodate the Food Pantry before March. I am continuing to work on this issue.

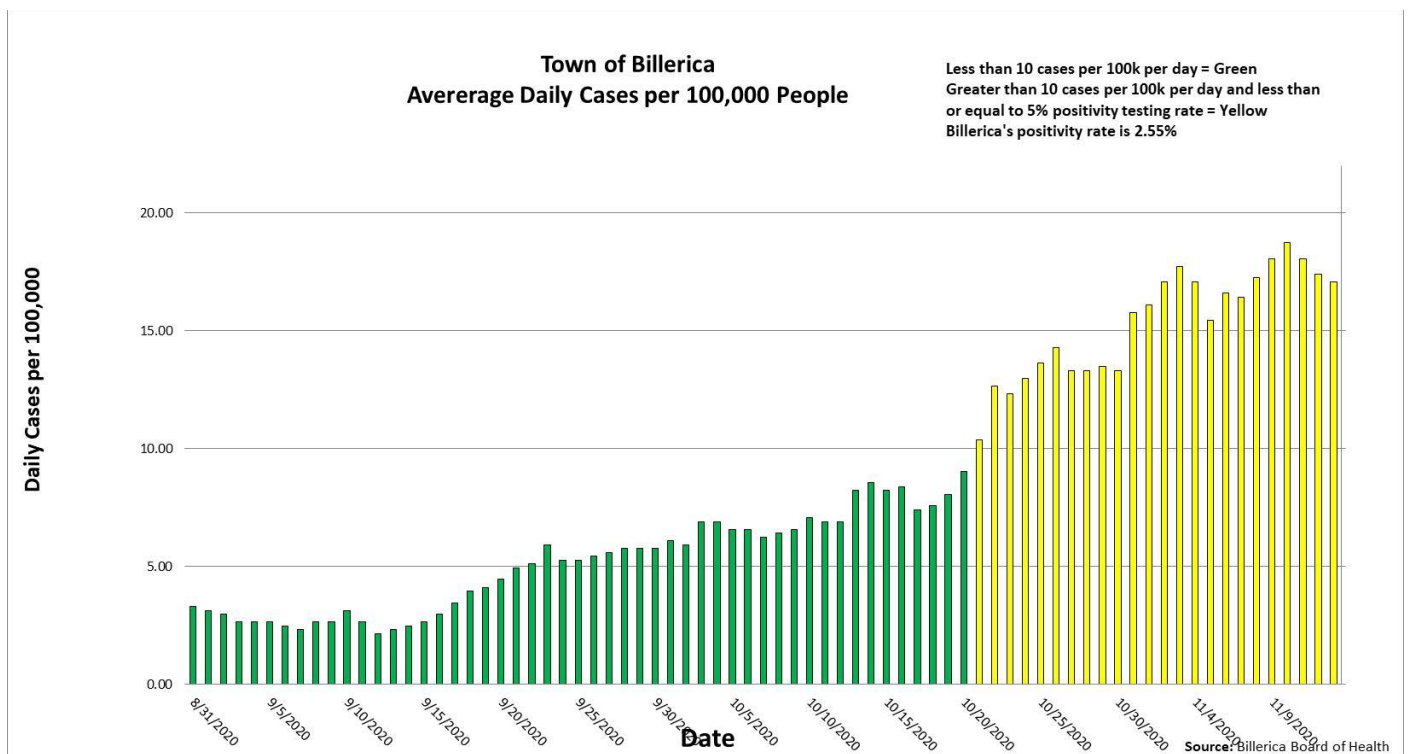
Indian Knoll

During the September 16th Select Board meeting Indian Knoll was on the agenda to be sent to traffic management. The group of residents in the area worked with Sgt Elmore, Mike Haines, and Ed Tierney to help address concerns. A tree and overgrown brush that caused sight line issues was cut down. A stop sign was also placed on the street. This office spoke with the residents and they are happy with the results. No hearing of traffic management committee will need to take place.

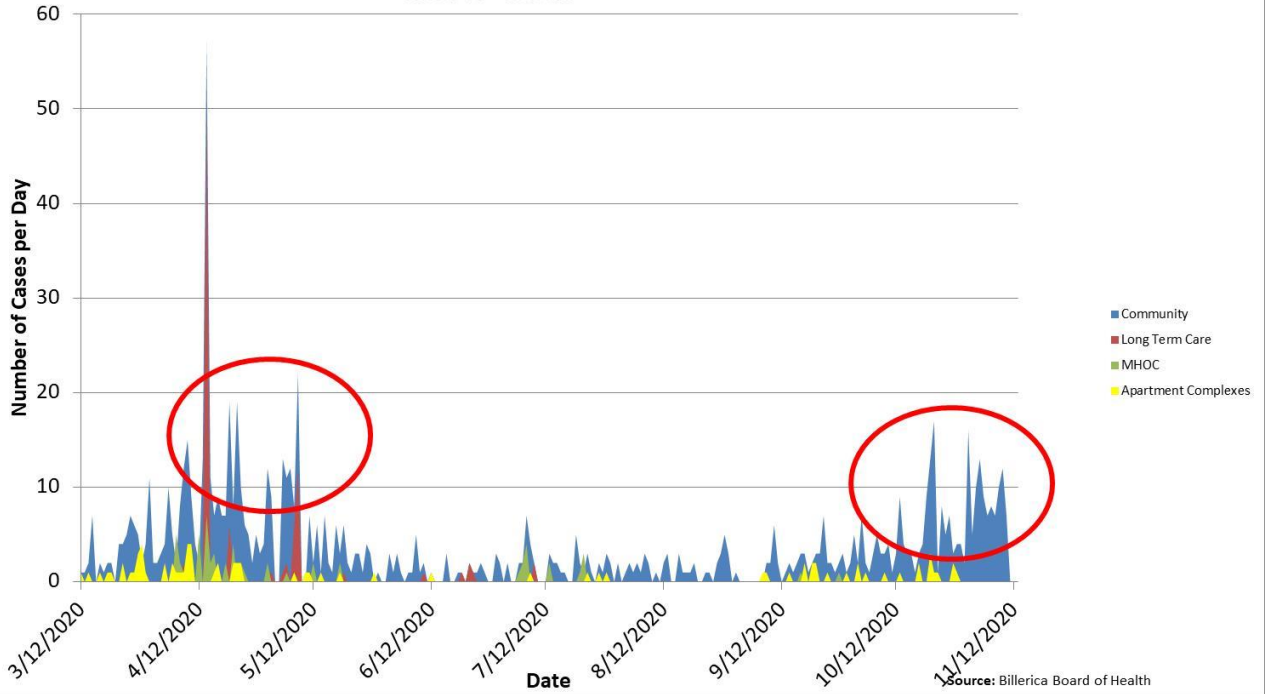
COVID 19 Update

The state has changed the metrics with which they measure community status as low, moderate and high risk. A community is determined to be at moderate risk (yellow) if it has greater than or equal to 10 cases per 100,000 people or greater than or equal to 5% positivity testing rate. If you meet both of these metrics then your community becomes a high risk community (red).

The data below demonstrates that cases in Billerica are definitely on the rise. We have had 60 cases in five days. The High School was closed down for two days to allow for testing of close contacts. There is a higher prevalence of positive cases within the school system. There is currently no cases in the Middlesex House of Corrections and any of the Long Term Care Facilities in Billerica. The data demonstrates now more than ever a need to be vigilant about social distancing practices: wearing masks, washing hands, no gatherings inside of more than 10 people, no gatherings outside at private residences of more than 25 people. All events should end by 9:30PM.

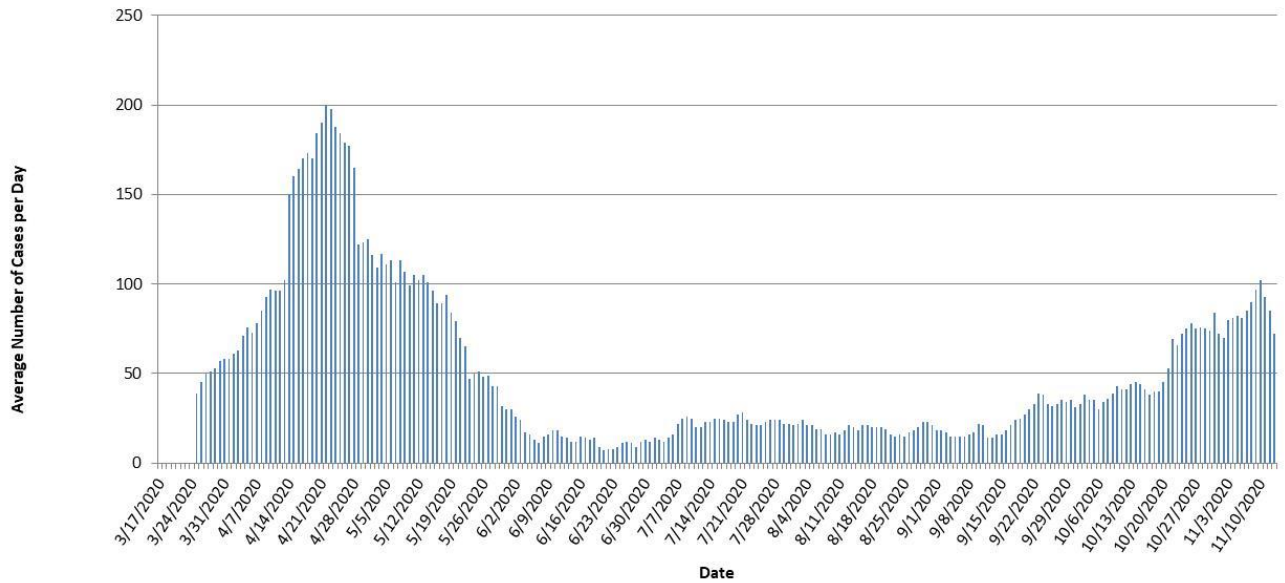


Covid 19 Community Spread compared to Specific Populations Town of Billerica



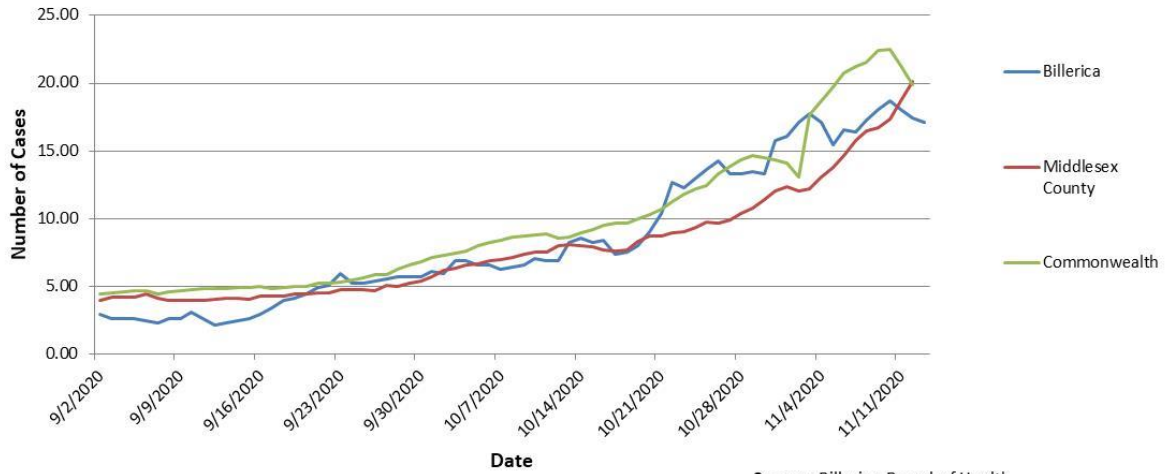
Source: Billerica Board of Health

Town of Billerica COVID 19 Cases Active Cases



Source: Billerica Board of Health

**Billerica vs. County and Commonwealth
Average Cases per 100,000 people over 7 days**



Long Term Care Facilities	95
Middlesex House of Corrections	59
Health Care Workers	98
Apartment Complexes	86
Deaths	31
Active Cases	75
Recovered Cases	801
Total Cases to Date	907
Cases per 100,000	17.08
Seven Day Case Average	5.14
Number of Cases last 14 days	75
Positivity Rate	2.55
Billerica Status	

Friday, November 13, 2020

Source: Billerica Board of Health