



MEMORANDUM

TO: Board of Selectmen

FROM: John C. Curran, Town Manager

CC: Clancy Main, Assistant Town Manager

SUBJECT: Town Manager's Report, June 7, 2021

DATE: June 4, 2021

Recreation Department Report

The Recreation Department has started their registration for Summer programs. While many spots are still available in a wide variety of programs, the registration period is off to a great start. Several weeks of the popular Superstars program are already at full enrollment, this includes the Neighborhood Parks programs. This year, the Rec Department is also partnering with the School Department on an enrichment/play program that is sure to be a great partnership!

The Recreation Department recently received the approval to open both Micozzi Beach and the Manning Park Splash Pad this summer. They are currently working through the necessary steps to ensure both open safely this summer. The targeted date for opening both is mid-June.

With an overwhelming majority of Town Meeting members support, the Recreation Department is beyond thrilled to see the PHR Project moving forward. We wanted to express our gratitude and appreciation for the support of the residents for this project!

The Recreation Department has also begun holding our **Free Friday Night Family Movie Series again with this past Friday**. The department plans to hold at least one free film per month for families to come out and enjoy. Check out their Facebook page for all program and event updates!

Billerica Council on Aging Report

The BCOA relaunched their 30 minutes BCOA Monthly Up-close program on BATV on Thursday May 13th with a session on SCAMS with Deputy Police Chief Roy Frost as the SCAM volume and type has dramatically increased over the past months based on the number of calls from patrons.

The Food Drive up Program restarted on May 20th for twice per month distribution of baked goods, perishables and nonperishable items for 85 patrons. Food Programs at the BCOA are led by Jeanne Teehan, John Pellegrino and Mary Caprio. Today's program was helped by First Vice Chair of our Board, Mary Riley.

The BCOA wishes to thank two organizations for helping to fund the rental of a commercial quality outdoor tent. The Friends of the BCOA contributed \$1,000, Stoneham Bank responded quickly to our grant request by awarding \$2,800 in addition to the remaining \$1,000 funded by the town. This added external capacity from May to September 2021 will allow the BCOA to significantly increase support and impact.

The BCOA recognizes and thanks the leadership of Elder Services of Merrimack Valley that has helped over the past 3 months to get seniors vaccinated at Cross River Center, Lowell and the Tewksbury Senior Center. The Outreach Department provided transportation to these sites for those lacking mobility support.

We were happy to share BCOA space with the Library. The Library's Family Friends grab bag book sale took place on Saturday May 15th from 10am-2pm in our parking lot with use of our new tent also. The Library will be using the BCOA Lawn 10 times in July and 5 time in August for Children's programming.

The Director has had several conversations of support with Crystal Thomas, the Lead of the new Farmers' market. We will be supplying electricity for vendors, safe usage of our tent and brick area in front of our building for market patrons who have bought food to consume and also offer general assistance. At the end of each market on Mondays they will give the remaining perishables to the Food Pantry for 2 weeks and wish to give the same to us for 2 weeks. Our Food Programs Team is examining the possibility of doing so effectively.

Katie Durand Boat Launch

The Commission was presented with 3 concept road/parking layout plans prepared by BETA. The BCC gave the green light on the 3rd concept, which was prepared with Engineering/Conservation Dept input. The design plan is at 50% and will be updated and included as part the wetlands and BOH permit applications. Conservation/Engineering is working with BETA to submit a NOI application for state and BCC review.



Capital Facilities Committee

The Committee met on May 12 to interview the two finalists. Both firms gave outstanding presentations and gave thoughtful answers during the Q&A portion. After the two interviews had concluded the committee unanimously chose BH+A to conduct the study. BH+A has performed multiple capital planning studies, but where they really stood out was their past work with Senior and Recreation Centers. More info about the firm can be found here - <https://bhplus.com/our-work/recreation-community-centers>

This office also met with BH+A earlier in the week about a proposal and contract. Once that is received a kickoff meeting will be scheduled.

Hiring Update

This office has been working diligently to fill some of the outstanding open positions. The municipal job market is very competitive. In the past, jobs posted on the Mass Municipal Website received applications from many qualified applicants. Recently we have put more emphasis into using our networks internally and recruiting candidates for the open positions. I'll have a further update on Monday.

The Police Chief Assessment Center will take place on June 26th, seven internal candidates have registered with civil service.

Old Ditson Time Capsule

The Old Ditson Time Capsule has been recovered. As many people suspected it was in the corner stone of the building. It was able to be found and safely recovered prior to any demolition of the building. The contents of the capsule are located in the Selectmen's hearing room if anybody would like to view the items. It has been posted online that these artifacts are available for viewing. The Town could not open the capsule onsite as it is in active construction site.

Howe School

The construction bids came back for the Howe School and the low bidder for the project was BC Construction. The bid from BC was on budget. Many of the other bidders were over budget. At this time the market is very volatile. It is acutely apparent that settling the appeal was in the best interest of the Town. If the Town had waited any longer the bids undoubtedly would have been much higher. The bid did come in on budget and the Town has a healthy contingency. The project team will have a kickoff meeting on June 10th.

New Director of Operational Services

Andrew Levine will be joining us at our meeting on Monday. He will be stating on June 14th.

Sgt. Elmore has been working closely with Shawsheen Tech on the traffic situation. Sgt. Elmore has also called for a traffic management committee meeting and is scheduling a date based on availability.

North Billerica MBTA Station

A Zoom meeting was held with the LRTA, MBTA, NMCOG, Representative Lombardo, Cindy Freidman's Chief of Staff, Stephen Strykowski from the Commission on Disability and myself on June 3rd. It does seem that all parties would like to accommodate the Town's wish to see the Depot remain operational. The parking will be taken over by the MBTA by implementing a system that can be accessed through your cell phone. I have additional meeting set up with the Director of the LRTA and the MBTA to find a resolution to the issue. I will keep the Board informed on the progress.

Vining And Ditson Demolition

Select Demo Services is already active on the site. The Vining General Contractor, , is activating on June 14th.

Town Hall Chiller Update

On May 19th we were informed by ENE Systems that the Town Hall Chiller, which is 31 years old, had shut down due to a freon leak in the water bundle. This is not a repairable situation so we immediately began a search for a chiller to rent for the cooling season and one that would fit our system. We determined the best way to handle this would be to rent a 150 Ton Chiller (replacing our current 170-ton chiller) and bypass our existing chiller into our own pumping system and through the building.

In short, we have rented a chiller, cables, trailer, fencing and sound barriers to be placed outside of Town Hall nearest the Police station entrance. We cored through the ground and into the sub-basement and will be piping in the chiller on the week of June 7th.

- Total Rental fees: \$48,377 (4 months) (does not include fencing)
- Installation Cost: \$29,800 (Piping, Coring, Electrical)
- Total Cost to date: \$78,177
- All paid for with Cares Act Money

Town Hall 2nd Floor Renovations

Painting of the second floor hallways is 99% complete. Flooring is on order with Stephens Custom Flooring and Installation is tentatively scheduled to begin in early July. Signage and Directories are being installed the week of June 7th.

The Assistant Town Managers office has been painted and floors will be refinished on June 5th. Furniture is on order and will be arriving the week of June 21st for installation.

Library Chimney Liner

This is left over from the New Boiler Installation done over the winter. With the heat being shut down we can now begin on installing a new chimney liner for the library. Work will be scheduled for July install.

Masonic Temple/ Food Pantry

Prices have been obtained for replacing the Electrical Panel to accommodate a Mini Split Heating/Cooling system. This system will Cool the 1st floor area currently being used by the Food Pantry (kitchen, office and main food areas). It will also heat the area and supplement the current two Pipe Steam Boiler System to relieve some of the cost and burden in winter months.

The cost to do this work has been estimated at:

- Electrical: Replace existing 40 Circuit Electrical panel with New 200 Amp 54 circuit Panel: \$4,975.00
- HVAC: (2) 12,000 BTU, (2) 9,000 BTU Hyper heat ceiling mounted 2x2 cassette heads. (1) 5 – Zone branch box. (1) 48,000 BTU Condenser. \$21,250.00
- Total: 26,255.00

Repairs were made in Early May to the current Steam Boiler where a pipe had separated from the boiler (rusted). New pipe and connections were made for the upcoming winter.

Restaurant Capacity and Outdoor Seating

This office is in the process of gathering information about outdoor seating and implementing a long and short-term plan to retain this amenity to help enhance the dining experience in Billerica. This office will keep you informed and recommend any changes or enhancements that should take place and actions of the Board.

June 7th Town Building COVID-19 Update


The building is functional at pre Covid protocols. No Social Distancing measures are in place except that if you are not vaccinated you must still wear a mask.

Covid 19 Update

This is the best report we have had since the inception of the Pandemic. We are in the green (low risk). We are below 1 case per day both as function of per 100,000 cases and a 7-day average. The 7-day average is .43 cases per day. We are more in synchronization with the state and county than we have been for a long time indicating that the data is strongly consistent across all areas of the Commonwealth and it is consistent in a positive direction. Consequently, consistent with the Governor's order I would recommend returning to regular "in-person" meetings for June and beyond. The Board is taking this issue up at the June 7th Meeting

Billerica continues to be behind surrounding communities in vaccination rates by a small percentage.

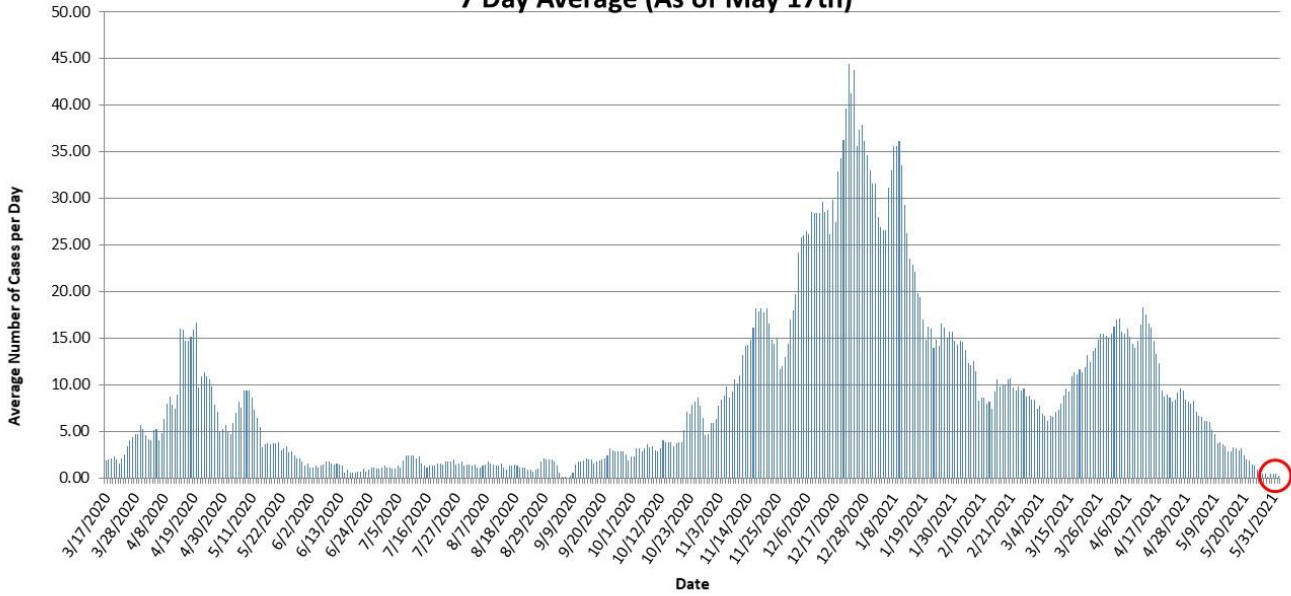


Long Term Care Facilites	119
Middlesex House of Corrections	95
Health Care Workers	117
Apartment Complexes	311
Deaths	35
Active Cases	50
Recovered Cases	3888
Total Cases to Date	3973
Cases per 100,000	0.82
Seven Day Case Average	0.43
Number of Cases last 14 days	5
Positivity Rate	0.59
Billerica Status	

Thursday, June 3, 2021

Source: Billerica Board of Health

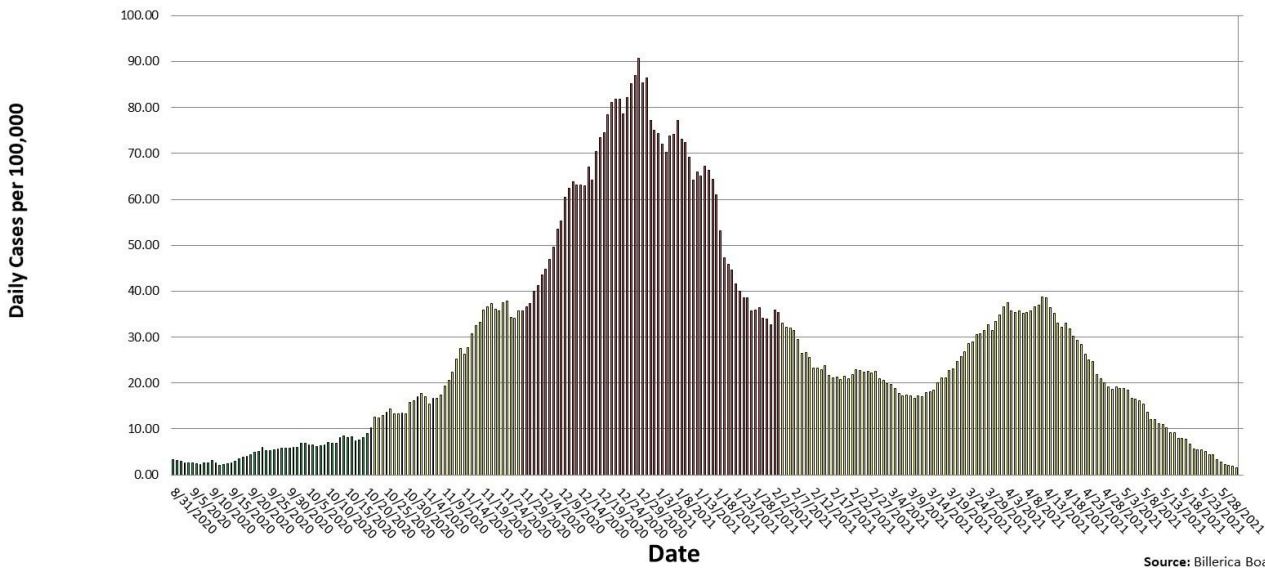
Town of Billerica COVID 19 Cases 7 Day Average (As of May 17th)



Source: Billerica Board of Health

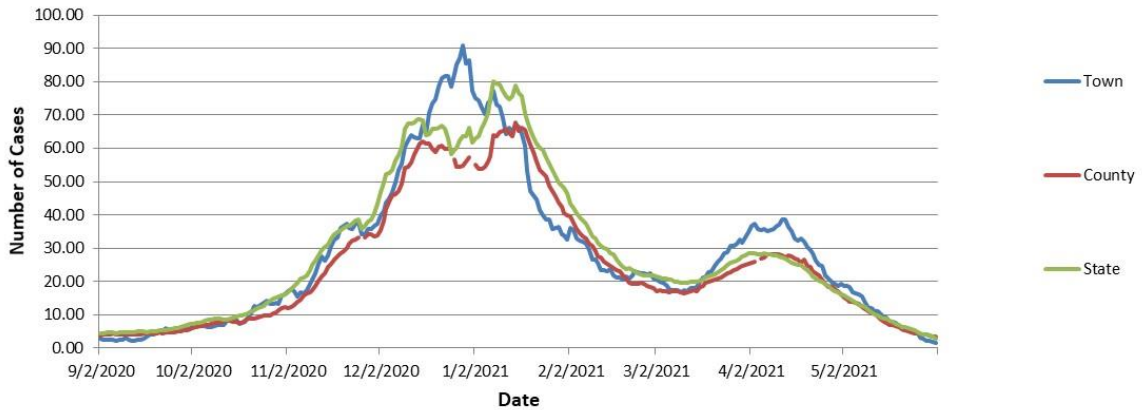
Town of Billerica Average Daily Cases per 100,000 People

Less than 10 cases per 100k per day = Green
Greater than 10 cases per 100k per day and less than or equal to 5% positivity testing rate = Yellow
Billerica's positivity rate is 1.42%



Source: Billerica Board of Health

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



Source: Billerica Board of Health

Data as of 05/25/2021

County	Town	Age Group	Population	Proportion of town population	Individuals with at least one dose	Individuals with at least one dose per capita
Middlesex	Concord	Total	18,731	100%	14,147	76%
Middlesex	Arlington	Total	45,827	100%	33,719	74%
Middlesex	Chelmsford	Total	35,973	100%	24,141	67%
Middlesex	Bedford	Total	14,995	100%	9,779	65%
Middlesex	Burlington	Total	27,819	100%	18,000	65%
Middlesex	Tewksbury	Total	30,826	100%	19,506	63%
Middlesex	Woburn	Total	41,525	100%	26,208	63%
Middlesex	Wilmington	Total	24,460	100%	14,842	61%
Middlesex	Billerica	Total	43,673	100%	25,736	59%
Middlesex	Lowell	Total	116,143	100%	58,365	50%

Data as of 05/25/2021

County	Town	Age Group	Population	Proportion of town population	Individuals with at least one dose	Individuals with at least one dose per capita
Middlesex	Tewksbury	75+ Years	2,490	8%	2,248	90%
Middlesex	Chelmsford	75+ Years	3,333	9%	2,850	86%
Middlesex	Arlington	75+ Years	3,677	8%	3,041	83%
Middlesex	Lowell	75+ Years	5,332	5%	4,394	82%
Middlesex	Burlington	75+ Years	2,542	9%	2,083	82%
Middlesex	Billerica	75+ Years	2,940	7%	2,399	82%
Middlesex	Bedford	75+ Years	1,526	10%	1,234	81%
Middlesex	Wilmington	75+ Years	1,779	7%	1,427	80%
Middlesex	Concord	75+ Years	2,564	14%	1,947	76%
Middlesex	Woburn	75+ Years	3,542	9%	2,668	75%

Data as of 05/25/2021

County	Town	Age Group	Population	Proportion of town population	Individuals with at least one dose	Individuals with at least one dose per capita
Middlesex	Arlington	65-74 Years	4,624	10%	4,307	93%
Middlesex	Woburn	65-74 Years	3,938	9%	3,596	91%
Middlesex	Wilmington	65-74 Years	2,167	9%	1,942	90%
Middlesex	Chelmsford	65-74 Years	3,746	10%	3,355	90%
Middlesex	Concord	65-74 Years	2,278	12%	2,033	89%
Middlesex	Tewksbury	65-74 Years	3,399	11%	3,032	89%
Middlesex	Burlington	65-74 Years	2,657	10%	2,329	88%
Middlesex	Lowell	65-74 Years	8,399	7%	7,315	87%
Middlesex	Billerica	65-74 Years	3,976	9%	3,437	86%
Middlesex	Bedford	65-74 Years	1,553	10%	1,282	83%

Data as of 05/25/2021

County	Town	Age Group	Population	Proportion of town population	Individuals with at least one dose	Individuals with at least one dose per capita
Middlesex	Concord	50-64 Years	4,378	23%	3,974	91%
Middlesex	Arlington	50-64 Years	9,899	22%	8,358	84%
Middlesex	Chelmsford	50-64 Years	8,141	23%	6,650	82%
Middlesex	Burlington	50-64 Years	5,614	20%	4,544	81%
Middlesex	Woburn	50-64 Years	8,596	21%	6,804	79%
Middlesex	Bedford	50-64 Years	3,305	22%	2,593	78%
Middlesex	Tewksbury	50-64 Years	7,471	24%	5,808	78%
Middlesex	Lowell	50-64 Years	20,064	17%	15,369	77%
Middlesex	Wilmington	50-64 Years	5,817	24%	4,454	77%
Middlesex	Billerica	50-64 Years	10,020	23%	7,664	76%

Data as of 05/25/2021

County	Town	Age Group	Population	Proportion of town population	Individuals with at least one dose	Individuals with at least one dose per capita
Middlesex	Arlington	30-49 Years	12,635	28%	11,741	93%
Middlesex	Concord	30-49 Years	4,182	22%	3,311	79%
Middlesex	Woburn	30-49 Years	11,225	27%	8,489	76%
Middlesex	Chelmsford	30-49 Years	9,051	25%	6,779	75%
Middlesex	Bedford	30-49 Years	3,646	24%	2,699	74%
Middlesex	Burlington	30-49 Years	7,537	27%	5,576	74%
Middlesex	Wilmington	30-49 Years	5,908	24%	4,330	73%
Middlesex	Tewksbury	30-49 Years	7,386	24%	5,151	70%
Middlesex	Billerica	30-49 Years	11,270	26%	7,577	67%
Middlesex	Lowell	30-49 Years	31,215	27%	19,224	62%

Data as of 05/25/2021

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Middlesex	Concord	20-29 Years	1,459	8%	1,132	78%
Middlesex	Chelmsford	20-29 Years	3,537	10%	2,576	73%
Middlesex	Burlington	20-29 Years	3,305	12%	2,337	71%
Middlesex	Bedford	20-29 Years	1,461	10%	995	68%
Middlesex	Arlington	20-29 Years	4,954	11%	3,329	67%
Middlesex	Tewksbury	20-29 Years	3,572	12%	2,206	62%
Middlesex	Woburn	20-29 Years	5,583	13%	3,305	59%
Middlesex	Wilmington	20-29 Years	2,912	12%	1,705	59%
Middlesex	Billerica	20-29 Years	5,661	13%	3,191	56%
Middlesex	Lowell	20-29 Years	20,963	18%	8,702	42%

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