



## MEMORANDUM

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**TO:** Select Board

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

**CC:** Clancy Main, Assistant Town Manager

**SUBJECT:** Town Manager's Report, April 4, 2022

**DATE:** March 31, 2022

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### **Talbot Mills Dam**

The Town met with Eric Hutchins from the National Oceanic and Atmospheric Administration (NOAA) Fisheries Division. He is the lead on the Talbot Mill Dam Removal Project. The Dam is owned by Bob Martin and he would like to remove it. NOAA Fisheries is advocating this project for wildlife habitat restoration purposes. This project is funded through federal and state dollars.

The Town's position is that we have significant concerns about the impact the dam removal will have on the Town's sole water intake resource. The water level will recede, but NOAA maintains that the impact is not significant. The Town has engaged Woodard and Curran to study this issue further. NOAA is waiting for the results of this study. NOAA, through Mr. Hutchins, has maintained that NOAA would do what ever mitigation is necessary to preserve the Town's Water Resource. The Town's position includes the possibility that another resource be provided if this one is no longer reliable. I will continue to keep the Board updated on this matter.

### **Boat Launch**

The State presented to the Conservation Commission on March 9th. There were several items that needed to be addressed for full consideration. Among them were the existing conditions were not submitted in the proposed plans and the wetland replication was not clearly articulated in the proposed plans. All the items needed by the Commission were documented in an email sent to the Office of Fishing and Boating Access on March 21<sup>st</sup>. Additionally, a letter was sent to them on March 21<sup>st</sup> following up on the need for a peer review. Isabel followed up with another email to confirm that they had received the communications on March 21<sup>st</sup>. The Office of Fishing and Boating Access confirmed that they had received the emails. The peer review will probably not be done until some of the items requested by Conservation have been completed.

DPW is also forwarding a list of concerns. It seems that the Office of Fishing and Boating Access are fencing off a lay down area for the DPW that would make DPW activities unsustainable if we were to lose this area. This concern was pointed out to them back in 2019 and has never been addressed. This project is continued until April 27<sup>th</sup> at Conservation Commission.

## **Masonic Hall**

This office met with PRA on March 29<sup>th</sup>. They have a draft report for the first phase of their engagement – short term fixes to make the facility safe and operational. It appears that this can be done for \$100,000 to \$200,000. This would include life safety issues like fire safety and if the second floor is used as a meeting place the lift would be fixed.

PRA presented the Town with two options under the conditions that the Town needed to adhere to through the Massachusetts Architectural Access Board Regulations (MAAB).

1. If the work being performed costs less than \$ 100,000, then only the work being performed must comply with MAAB.
2. If the working being performed costs more than \$ 100,000 but less than 30% of the full and fair cash value of the building, then the work being performed must comply with MAAB and the following features must be provided: An accessible public entrance, a public accessible toilet room, an accessible telephone (if a public telephone is provided), and an accessible drinking fountain (if a drinking fountain is provided).
3. If the work being performed costs more than 30% of the full and fair cash value of the building (more than \$212,610.00), then the entire building must be made to comply with MAAB.

Option 1 was centered around some code and life safety repairs. This includes handrails at the north entrance, fire escape repairs, closing off access to the third floor, emergency lighting, fire alarm upgrades, minor interior, and minor exterior repairs. Also, in Option 1 a 3-D survey of the North Façade is included. This part of the building bows out due to some of the work the Masons did. The structural engineer believes that the building may have reached equilibrium and it is not a major concern however that needs to be verified with the survey. Another survey would then be conducted again a year from now and compared to the original to see if the building had moved.

Option 2 would include everything from option 1 as well as ground floor restroom upgrades, and an elevator inspection / adjustment. All this work would cost around \$190,000. The study also uncovered a few other issues. Mainly the 2<sup>nd</sup> floor community space. Under current code community spaces of that sort need to be 100psf. Currently that room is only rated for 50psf. If the building is to be re-done this room would need to be re-enforced. Some modifications would also need to be made to the current stairwell to conform with code.

The Community Pantry has expressed interest in staying longer term. I plan to meet with them in the coming weeks to see if that is something they want. Once I have a better understanding I will bring the information back to the Board and the Capital Facilities Committee for some direction.

PRA is finalizing this report. After they complete it they will attend a future meeting of the Board to make a presentation on these findings.

## **Clean Up Green Up**

Clean Up Green Up will be taking place on Saturday, April 23<sup>rd</sup> from 10AM – 12PM. I want to thank Mike Parker, Mary Leach, and Lane Kelly for helping drive this initiative forward.

## **Howe School**

BC Construction has significantly picked up the pace of the project. 90% of the old building has been framed. The 1<sup>st</sup> floor of the new addition is 100% framed. The historic windows have also been installed on both sides except for the first floor on the North Wall. Hopefully the front historic windows will be installed by Monday night.

## **Auditorium**

Bob Sallese and Left Field have started working on preliminary plans for the auditorium. The project would include new lights, new paint, acoustic updates, chairs, sound system, and a re-do of the floor. Currently it is being discussed to use 110 partially storage and move the meeting room upstairs to the balcony. This would allow for some natural light and an upgrade to the meeting room.

## **Trash Barrels –**

The Town has received several complaints about trash and recycling barrels being broken. I wanted to take a moment to remind everybody if they have an issue to call DPW at (978) 671 – 1313x2 to have them fixed.

## **MBTA Community**

I have attached a letter that I have written to Secretary Kennealy as well as a memo from Denise McClure explaining the requirements of MGL 40A, Section 3A. The letter expresses the Town's concerns with Section 3A as it pertains to Billerica and that the density requirements are a concern for the Town. Please reads the attached documents and the guidelines will be put on the agenda for the next meeting to fulfill requirements needed to e eligible for certain state grants.

## **Community Care Collective**

As many of you heard Community Care Collective had an accident at their building. A car hit the patron entrance and caused significant damage to the building. Thankfully nobody was injured, and they were able to continue operations. I spoke with Dave about the accident and business in general. He seemed very pleased with the number of customers.

I reviewed the agreement and wanted to attach it below to refresh the Boards memory. It is too early to project any revenue at this time.

- 3% of gross sales with a minimum of \$535,000 - Host Community Agreement Impact Fee.
- 3% of local sales tax – Article 30, Fall 2018 Town Meeting.
- An additional 3% of gross sales to be paid out at 18 months, 33 months, and then to coincide with the yearly Host Community Agreement Impact Fee payment.

## **Peggy Hannon Rizza Park \**

This project is moving along at a good pace. The Pop Warner field is being stripped. The Bubba Shack is demolished and they are moving ahead with the sewer installation. Glad Valley Road will be closed on Monday through Wednesday to thru traffic. This office will do a code red call on Friday April 1st. The Turf installation will start and July and the expected substantial completion date is Halloween.