



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

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

Members Absent: Chair Andrew Deslaurier

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

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

Call to Order 7:00 PM

Vice Chair Riley called the meeting to order.

The Pledge of Allegiance was recited.

1. Open Microphone

There were no comments made during open microphone.

Announcements

2. Vacancies on Boards and Committees

Secretary Conway 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

Public Hearings

- 4. National Grid/Verizon - #29828426-1 thru 29828426-14 – National Grid is working in conjunction with the reconstruction of Boston Road. These petitions include new poles, removing poles, installation of underground conduits, etc. and request permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways. Pole Petition #29828426-1(343 Boston Road): Pole Petition #29828426-2 (373, 377 Boston Road): Pole Petition #29828426-3 (367,371,373 Boston Road): Pole Petition #29828426-4 (349 Boston Road): Pole Petition #29828426-5 (2 Good Street): Pole Petition #29828426-6 (368 Boston Road & 357 Lasallete Road): Pole Petition #29828426-7 (375, 396 Boston Road): Pole Petition #29828426-8 (373, 396 Boston Road): Pole Petition #29828426-9 (386, 367, 371, 373 Boston Road): Pole Petition #29828426-10 (349, 362 Boston Road): Pole Petition #29828426-11 (347, 358 Boston Road): Pole Petition #29828426-12 (343, 354 Boston Road): Pole Petition #29828426-13 (337, 354 Boston Road): Pole Petition #29828426-14 (335, 350 Boston Road)**

MOTION - Secretary Conway made a motion to open the public hearing for National Grid/Verizon Pole Petitions #29828426-1 thru #29828426-14 at 7:02 PM. The motion was seconded by Member Rosa and unanimously voted 4-0.

David Boucher and Adam Dion from National Grid, and Kelley Conway, Town Engineer all appeared for the public hearing. Mr. Dion stated that this is a Town project in conjunction with Mass DOT to expand Boston Road. This petition is for moving utility poles behind the new sidewalk and adding underground utilities near Town Hall in the historic district. Mr. Curran stated that it would ideal to have all underground utilities but the expense is not feasible. Mr. Dion stated that they were contacted by one resident of 347 Boston Road with concerns that the pole would block their driveway. They have agreed to move the pole 2' so it will not interfere with the existing driveway.

Member Rosa asked what plan number this proposed change is on. Ms. Conway replied it is plan 29828426-11.

NOTE: At approximately 7:11 PM, the video and audio cut out. All testimony during this time was not recorded. The video and audio returned at approximately 7:21 PM.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

MOTION - Secretary Conway made a motion to close the public hearing for National Grid/Verizon Pole Petitions #29828426-1 thru #29828426-14. The motion was seconded by Member Rosa and unanimously voted 4-0.

MOTION - Secretary Conway made a motion to approve the National Grid/Verizon Pole Petitions #29828426-11 contingent on Pole 137-03 moving 2' as discussed tonight and with the homeowners of 347 Boston Road. The motion was seconded by Member Rosa and unanimously voted 4-0.

MOTION - Secretary Conway made a motion to approve the National Grid/Verizon Pole Petitions #29828426-1 thru #29828426-14 except #29828426-11. The motion was seconded by Member Rosa and unanimously voted 4-0.

5. National Grid/Verizon - #27597425-1 thru 27597425-12 - National Grid is working in conjunction with the reconstruction of Boston Road. These petitions include new poles, removing poles, installation of underground conduits, etc. and request permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways. Pole Petition #27597425-1 (324, 328 Boston Road): Pole Petition #27597425-2 (330, 336, 340 Boston Road): Pole Petition #27597425-3 (340, 342, 346 Boston Road): Pole Petition #27597425-4 (348, 350, 354, 358 Boston Road): Pole Petition #27597425-5 (358, 362, 364, 368 Boston Road): Pole Petition #27597425-6 (368, 372, 376 Boston Road): Pole Petition #27597425-7 (380, 382, 386, 388 Boston Road): Pole Petition #27597425-8 (390, 396, 398 Boston Road): Pole Petition #27597425-9 (1, 4, 6, 7, 8 Heritage Road): Pole Petition #27597425-10 (12, 14 Heritage Road & 1, 2 Monticello Circle): Pole Petition #27597425-11 (2, 3 Good Street): Pole Petition #27597425-12 (357 Boston Road)

MOTION - Secretary Conway made a motion to open the public hearing for National Grid/Verizon Pole Petitions #27597425-1 thru #27597425-12 at 7:23 PM. The motion was seconded by Member Rosa and unanimously voted 4-0.

David Boucher and Adam Dion from National Grid, and Kelley Conway, Town Engineer all appeared for the public hearing. Secretary Conway stated that this is the same as the previous hearing just on the other side of the street. Mr. Dion replied that was correct.

There were no comments from the audience or online.

MOTION - Secretary Conway made a motion to close the public hearing for National Grid/Verizon Pole Petitions #27597425-1 thru #27597425-12. The motion was seconded by Member Rosa and unanimously voted 4-0.

MOTION - Secretary Conway made a motion to approve the National Grid/Verizon Pole Petitions #27597425-1 thru #27597425-12. The motion was seconded by Member Rosa and unanimously voted 4-0.

6. National Grid/Verizon - #30644012 – National Grid to install (1) JO Pole 65-50 on Concord Road beginning at a point approximately 40' south easterly from existing pole 65 Concord Road in order to install a new recloser to improve reliability in the area and request permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways.

MOTION - Secretary Conway made a motion to open the public hearing for National Grid pole petition #30644012 to install (1) JO Pole 65-50 on Concord Road at 7:24 PM. The motion was seconded by Member Rosa and unanimously voted 4-0.

David Boucher from National Grid appeared for the pole petition. This request is needed to install a recloser to approve reliability in the area. This device will be able to be accessed remotely.

Member Rosa asked if any residents have reached out with concerns. Mr. Boucher replied no.

Secretary Conway asked why this pole is needed. Mr. Boucher replied that there are no reclosers in the area and it similar to a cell phone antenna.

Member Burrows asked if this is related to the new proposed project. Mr. Boucher replied no.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

MOTION - Secretary Conway made a motion to close the public hearing for National Grid Pole Petition #30644012. The motion was seconded by Member Rosa and unanimously voted 4-0.

MOTION - Secretary Conway made a motion to approve the National Grid Pole Petition #30644012. The motion was seconded by Member Rosa and unanimously voted 4-0.

Approval of Meeting Minutes

7. September 30, 2022

MOTION - Secretary Conway made a motion to approve the September 30, 2022 Select Board minutes as submitted. The motion was seconded by Member Rosa and unanimously voted 4-0.

8. October 17, 2022

MOTION - Secretary Conway made a motion to approve the October 17, 2022 Select Board minutes as submitted. The motion was seconded by Member Rosa and unanimously voted 4-0.

Appointments

9. Billerica Youth Advisory Committee – Ava Cottreau – Billerica High School

MOTION - Secretary Conway made a motion to appoint Ava Cottreau from Billerica High School to the Billerica Youth Advisory Committee. The motion was seconded by Member Rosa and unanimously voted 4-0.

Old Business

10. Town Managers Report

Mr. Curran presented his report.

• **Covid Clinics**

Mr. Curran stated that the last clinic was held on October 29th at the COA. Approximately 250 came through.

• **Christmas Trees**

Mr. Curran stated that Christmas Tree drop off will be from December 26th to January 28th at the Highway Department. Tree collections will be January 9th thru January 13th on the regular scheduled trash pickup day.

Member Rosa thanked Mr. Curran for getting this information for residents.

Vice Chair Riley asked if we have sent out information on not being able to get mattress picked up. Mr. Curran replied yes, and it is part of our newsletter.

• **Howe**

Mr. Curran stated that the grand opening will be Saturday, November 19th at 11:00 AM and will be open at 10:00 AM for tours.

Member Burrows stated that this building is an asset for the Town.

Member Rosa agreed that this is an amazing asset for the Town and he cannot wait for the residents to see it.

• **PHR**

Mr. Curran stated that the electrical was on site last week wrapping up their work. The storage containers are being moved into place and painted. Security has become an issue and the Town is working with the Police to protect this investment.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

Member Burrows stated that it is awful that vandalism is occurring and the more security measures we can take the better.

Member Rosa asked what else can be done to protect this area. Mr. Curran stated that we are getting better cameras that will have better resolution to show faces.

Secretary Conway is very disappointed in the vandalism at PHR. Mr. Curran stated that the kids that did the vandalism were caught and they were not from Billerica. Secretary Conway urged residents to call the Police if they see something. Most kids do the right things but there are a few that spoil it for everyone.

- **DPW Stormwater**

Mr. Curran stated that Stormwater is being moved to the Engineering Division from the Board of Health. All regulations are being updated.

Vice Chair Riley stated that the shift to Engineering makes sense.

- **Vining Baseball Field**

Mr. Curran stated that the feasibility study was received to improve accessibility. The funds were allocated from Town Meeting last spring.

- **Yankee Doodle Bike Path**

Mr. Curran stated that the design is 75% and an LOI has been submitted to Conservation. Work should begin in 2024.

Member Rosa stated that he is glad this is moving forward and we should look at procuring more money from Rep. Lombardo's office or other funding sources including the TIP program.

Secretary Conway asked if the bike path is a municipal project. Mr. Curran replied no, it is a TIP project on the State list. They have already gone to Conservation early to get a wetlands delineation.

Vice Chair Riley asked that we be kept updated on the progress of this.

- **Recreation/Council on Aging Feasibility Study**

Mr. Curran stated that the Town put out an RFQ for design services for the Recreation/COA feasibility study.

- **Aggregate Energy**

Mr. Curran stated that National Grid rate has increased to .338/kWh. The Town locked in the cost at .09/kWh which saves about \$1,190 over six months.

Member Rosa thanked former Member Burns for bringing this program to the forefront and it's a great program to save residents' money.

Secretary Conway stated that this is a great program and we should get this out on social media again.

Vice Chair Riley asked how many residents opted out of this program. Mr. Curran replied about 3,000.

- **Town Owned Agricultural Land**

Mr. Curran stated that the Town has spoken to six different farmers and three agricultural nonprofits to discuss the Town owned property abutter Griggs Farm. The Town will be preparing an RFP/RFQ for this property.

Member Rosa asked that we continue to work with Mr. Griggs on whatever goes next to him.

Vice Chair Riley stated that any agricultural business will be a great asset and should help Griggs Farm.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

- **Billerica Mall**

Mr. Curran stated the Town met with the Mall Project Team including Rick Burdoff on October 27th. They discussed many issues, especially stormwater runoff. It appears that this is being mitigated and the Town will continue to monitor this.

Member Burrows stated that he also spoke with Mr. Burdoff regarding all the trucks as well as the water issues. We need to keep on top of this because it's only the beginning.

Secretary Conway thanked Mr. Curran for the strongly worded email to the owners of the mall. We need to keep an eye on this project.

Vice Chair Riley asked what the timeline for the market opening is. Mr. Curran stated that it was originally December-January but will get an update.

- **Fiscal Efficiency**

- **PHR/Facilities Department**

Mr. Curran stated that the facilities department is painting the shed built by Shawsheen Tech and the containers. It saved the Town approximately \$50,000 by doing it in-house.

Member Burrows stated that the Facilities Department does a great job as well as the DPW.

Vice Chair Riley stated that our facilities department always does a great job.

- **Culvert Project 70 Tercentennial**

Mr. Curran stated that the DPW replaced this culvert in two days saving the Town between \$15,000 - \$20,000.

Member Rosa thanked the DPW and Facilities Departments. They do an amazing job and save the residents thousands of dollars by doing the work in-house.

- **Public Outreach Efforts**

- **Historic Districts Commission Brochure**

Mr. Curran stated that the Planning Department has created a trifold brochure to educate the homeowners and businesses in the Historic District. This will be mailed out to 350 property owners.

Member Burrows stated that Keri Rufo did a great job on these brochures.

Secretary Conway stated that this is great and we should look at how to get the information when there are new property owners.

- **Veteran's Department Letters**

Mr. Curran stated that the Veteran's Director will be sending out letters to all veterans to introduce himself and explaining benefits available.

Member Rosa stated that he is glad this is going out to let veterans know what is available for them.

- **Town Hall/Town of Billerica Newsletter**

Mr. Curran stated that Robert Maynard has taken up the task of creating a newsletter. There will be a sign up online and hard copies will be dropped off at the Library, COA and Police Station.

Secretary Conway asked how often this will go out. Mr. Curran replied monthly. Secretary Conway stated we should maybe look at putting this in water bills to get the information out to people not on social media.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

Member Rosa stated that there is new legislation banning textiles in the rubbish also. This should be added to the newsletter and Facebook as well as the textiles recycling at your doorstep program.

○ **Social Media**

Mr. Curran stated that the Town Facebook page has exceeded 10,000 people.

Member Burrows stated that the Town Facebook pages give facts not opinions.

Secretary Conway stated that she is pleased with how the Town is using social media.

Member Rosa stated that this is a double-edged sword. The only people posting should be the Town. Mr. Curran stated that the Town is the only one that can post but comments can be added but they are monitored by staff.

● **Economic Development Analysis of Billerica**

Mr. Curran stated the Town is working with RKG Associates to develop a Market Analysis for the Town.

Member Burrows asked if there will be criteria set on what is housing stock is for this Analysis? Mr. Curran replied yes. There are different types of housing stock; SFD, MFD, rental vs. ownership.

Member Rosa stated this will be interesting. They should take the information from Housing Authority units as well as 40B units. They should look at the affordable number vs. the real number. Mr. Curran stated that he understands what is being asked for and will check into it.

11. Town of Billerica Recording Policy for Public Meetings – 3rd Reading – Presented by Member Burrows

Member Burrows stated that this is a 1st amendment right and this policy gives the people the option to get involved with public meetings even if they can't attend.

Town Counsel, Mark Reich joined the meeting.

Secretary Conway stated that when she was preparing the Code of Conduct, she was told that we couldn't set policies for other Boards/Committees not appointed by us and asked how this is different. Attorney Reich stated that the Select Board does not have oversight over other elected Boards such as the School Committee and Planning Board, so enforcement would be an issue. This policy encourages but does not mandate other Boards and Committees to record their meetings but there is no enforcement. The temporary relaxation of the Open Meeting Law that allows remote participation expires in March 2023. If they aren't recorded, they are still valid. Town Meeting does not fall under Open Meeting Law. Secretary Conway stated that this sets a bad precedent. She would encourage Chairs of other boards to record their meetings but will not vote for this because it lists Boards that we don't have jurisdiction over.

Member Rosa stated that the Code of Conduct is very different from this policy. That is covered by State Ethics, Town Bylaw, 1st Amendment, etc. This policy is trying to facilitate clarity and openness of government. In our Charter, we are the Chief Policy Setting Board for the Town. Attorney Reich stated that is correct, but certain entities and elected officials do not answer to the Select Board. The School Committee for example has their own statutory authority.

Member Burrows stated that we are the Road Commissioners and can set a lower speed limit so does that mean that School Committee members don't have to follow the speed limits. You can assume that every time you enter a Town building you are recorded and the Open Meeting Law expressly allows recording. Attorney Reich stated that the Open Meeting Law allows a 3rd party to record the meeting after they have notified the Chair. There is no statutory requirement to record public meetings. Also, you are Road Commissioners if Town Meeting grants the Board the authority per statute to set lower speed limits. There seems to be confusion between remote participation and recording of meetings.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

Member Rosa stated that the Acts of 2016, which was adopted, allowed us as Road Commissioners to set the lower speed limits. Prior to COVID, we had to approve the remote participation policy to allow a member of the School Committee to participate remotely. Attorney Reich stated that remote participation is different than relaxing the Open Meeting Law. This was a special authorization by the Attorney General. Member Rosa stated that if we can grant remote participation why can't we require the meetings be recorded. Attorney Reich stated that this policy cannot require the School Committee or other elected boards to follow the policy. Member Rosa stated that we are the Chief Executive Body that approved remote participation. Attorney Reich stated that there are two different things: remote participation vs. recording policy. If the remote participation was not approved by the Select Board, then the School Committee would have to comply. Member Rosa stated that we should add the recording policy as part of the remote participation policy.

Vice Chair Riley stated that the School Committee and Planning Board do record their meetings so he does not see what the issue is. He would strongly encourage all Boards/Committees to record their meeting but he would not vote for a policy.

Member Burrows stated that Attorney Reich stated that this policy could be adopted and it should be.

Secretary Conway stated that as far as Road Commissioners, Town Meeting gave us that authority. As far as the remote participation policy is concerned, the Select Board voted to allow it but the School Committee voted to accept the use of it. She would also urge all committees to record their meetings but she will not vote for this policy and BATV may not have the manpower for all these Boards/Committees.

MOTION - Member Burrows made a motion to adopt the Billerica Recording Policy for Public Meetings as presented. The motion was seconded by Member Rosa and voted 2-2. Member Burrows and Member Rosa voting in favor and Vice Chair Riley and Secretary Conway voting opposed. The motion fails.

12. Clarification and Vote – Waive all Fees for the Billerica Holiday Festival Committee One Day All Alcohol Special License

MOTION - Secretary Conway made a motion to waive all fees for the Billerica Holiday Festival Committee One Day All Alcohol Special License. The motion was seconded by Member Rosa and unanimously voted 4-0.

New Business

13. Code of Conduct Policy Update – 1st Reading – Requested by Vice Chair Riley/Secretary Conway

Vice Chair Riley asked that this be continued until the next meeting when Chair Deslaurier will be in attendance.

14. Pledge of Collateral – Gemco Spirits, Inc. 509 Middlesex Turnpike – Application for Amendment – Pledge of License and Pledge of Inventory – No other changes to license

15. Pledge of Collateral – FiveONine Waterfront, Inc. dba Turnpike Market Restaurant – 509 Middlesex Turnpike, Unit #2 – Application for Amendment - Pledge of License and Pledge of Inventory – No other changes to license

Attorney Stephen Lentine appeared for both pledge of collateral for Gemco Spirits, Inc. and FiveONine Waterfront Inc. Attorney Lentine stated that these pledges are to build a deck at the back of the property. Construction is underway but it is going to cost almost a million dollars so they are pledging their licenses as collateral for Gloucester Bank. The deck was approved in April 2021 and will have 37 seats. There are no changes to either license.

Member Rosa stated that there is a comment on the application that send pending approval of the deck permit. Attorney Lentine stated that is from the Building Commissioner. They have a permit for the deck, it just needs to be constructed per plan.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

Secretary Conway asked if they default, will the bank take the license. Attorney Lentine replied yes, they would take over the license and apply for a change of manager. This is very common but usually at the beginning when they are building the facility.

MOTION - Secretary Conway made a motion to approve the pledge of license and inventory for Gemco Spirits, Inc. 509 Middlesex Turnpike as presented. The motion was seconded by Member Rosa and unanimously voted 4-0.

MOTION - Secretary Conway made a motion to approve the pledge of license and inventory for FiveONine Waterfront, Inc. 509 Middlesex Turnpike, Unit B as presented. The motion was seconded by Member Rosa and unanimously voted 4-0.

16. Hamilton/Whitefield – Request No throughway Signs – Requested by Member Rosa

Member Rosa stated that he received a complaint from a resident and was sent photographs. He requests that this be sent to the Traffic Management Committee as well as Riverbank Terrace to look at adding “No Throughway” signs.

MOTION - Member Rosa made a motion to send the request for Hamilton/Whitefield and Riverbank Terrace to the Traffic Management Committee to investigate No Throughway signs. The motion was seconded by Secretary Conway and unanimously voted 4-0.

Meeting Schedule – November 21, 2022 and November 22, 2022 (Working Session w/NMCOG)

MOTION - Secretary Conway made a motion to adjourn the November, 2022 Select Board meeting at 8:50 PM. The motion was seconded by Member Rosa and unanimously voted 4-0.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

Exhibits for the Select Board Meeting – November 7, 2022

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 - No Exhibits

Public Hearings

4. **National Grid/Verizon - #29828426-1 thru 29828426-14** – National Grid is working in conjunction with the reconstruction of Boston Road. These petitions include new poles, removing poles, installation of underground conduits, etc. and request permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways. Pole Petition #29828426-1(343 Boston Road): Pole Petition #29828426-2 (373, 377 Boston Road): Pole Petition #29828426-3 (367,371,373 Boston Road): Pole Petition #29828426-4 (349 Boston Road): Pole Petition #29828426-5 (2 Good Street): Pole Petition #29828426-6 (368 Boston Road & 357 Lasallete Road): Pole Petition #29828426-7 (375, 396 Boston Road): Pole Petition #29828426-8 (373, 396 Boston Road): Pole Petition #29828426-9 (386, 367, 371, 373 Boston Road): Pole Petition #29828426-10 (349, 362 Boston Road): Pole Petition #29828426-11 (347, 358 Boston Road): Pole Petition #29828426-12 (343, 354 Boston Road): Pole Petition #29828426-13 (337, 354 Boston Road): Pole Petition #29828426-14 (335, 350 Boston Road) – Memo from National Grid dated 9/30/22, Pole Petitions provided by National Grid, DPW Comments dated 11/2/22, Electrical Inspector Comments dated 10/28/22, Email and Comments from Sgt. Magnan dated 11/2/22, Abutters List, Public Notice, Email from H. Chew dated 11/2/22
5. **National Grid/Verizon - #27597425-1 thru 27597425-12** - National Grid is working in conjunction with the reconstruction of Boston Road. These petitions include new poles, removing poles, installation of underground conduits, etc. and request permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways. Pole Petition #27597425-1 (324, 328 Boston Road): Pole Petition #27597425-2 (330, 336, 340 Boston Road): Pole Petition #27597425-3 (340, 342, 346 Boston Road): Pole Petition #27597425-4 (348, 350, 354, 358 Boston Road): Pole Petition #27597425-5 (358, 362, 364, 368 Boston Road): Pole Petition #27597425-6 (368, 372, 376 Boston Road): Pole Petition #27597425-7 (380, 382, 386, 388 Boston Road): Pole Petition #27597425-8 (390, 396, 398 Boston Road): Pole Petition #27597425-9 (1, 4, 6, 7, 8 Heritage Road): Pole Petition #27597425-10 (12, 14 Heritage Road & 1, 2 Monticello Circle): Pole Petition #27597425-11 (2, 3 Good Street): Pole Petition #27597425-12 (357 Boston Road) – Memo from National Grid dated 9/30/22, Pole Petitions provided by National Grid, DPW Comments dated 11/2/22, Electrical Inspector Comments dated 10/28/22, Email and Comments from Sgt. Magnan dated 11/2/22, Abutters List, Public Notice
6. **National Grid/Verizon - #30644012** – National Grid to install (1) JO Pole 65-50 on Concord Road beginning at a point approximately 40’ south easterly from existing pole 65 Concord Road in order to install a new recloser to improve reliability in the area and request permission to lay and maintain underground laterals, cables and wires in the above or intersection public ways. – Memo from National Grid dated 9/30/22, Pole Petition provided by National Grid, DPW Comments dated 11/2/22, Electrical Inspector Comments dated 10/26/22, Email and Comments from Sgt. Magnan dated 11/2/22, Abutters List, Public Notice

Approval of Meeting Minutes

7. **September 30, 2022** – Minutes
8. **October 17, 2022** – Minutes



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 7, 2022**

Appointments

- 9. Billerica Youth Advisory Committee – Ava Cottreau – Billerica High School - Application**

Old Business

- 10. Town Managers Report – Town Manager’s Report dated 11/4/22**
11. Town of Billerica Recording Policy for Public Meetings – 3rd Reading – Presented by Member Burrows – Draft Bylaw and email from M. Reich dated 09/26/22
12. Clarification and Vote – Waive all fees for Billerica Holiday Festival Committee – 1 Day All Alcohol License – Memo from D. McDowell dated 11/1/22

New Business

- 13. Code of Conduct Policy Update – 1st Reading – Requested by Vice Chair Riley/Secretary Conway – Draft Code of Conduct Policy**
14. Pledge of Collateral – Gemco Spirits, Inc. 509 Middlesex Turnpike – Application for Amendment – Pledge of License and Pledge of Inventory – No other changes to license – Billerica Application dated 10/4/22, Memo from Atty. Lentine dated 10/11/22, ABCC Submission dated 10/11/22
15. Pledge of Collateral – FiveONine Waterfront, Inc. dba Turnpike Market Restaurant – 509 Middlesex Turnpike, Unit #2 –Application for Amendment - Pledge of License and Pledge of Inventory – No other changes to license – Billerica Application dated 10/4/22, Memo from Atty. Lentine dated 10/11/22, ABCC Submission dated 10/11/22
16. Hamilton/Whitefield – Request No throughway Signs – Requested by Member Rosa – Email from M. Rosa dated 10/17/22 with 3 picture attachments

Meeting Schedule

November 21, 2022 and November 22, 2022 (Working Session w/NMCOG) – No Exhibits

Approved On: November 21, 2022