



New Senior Center



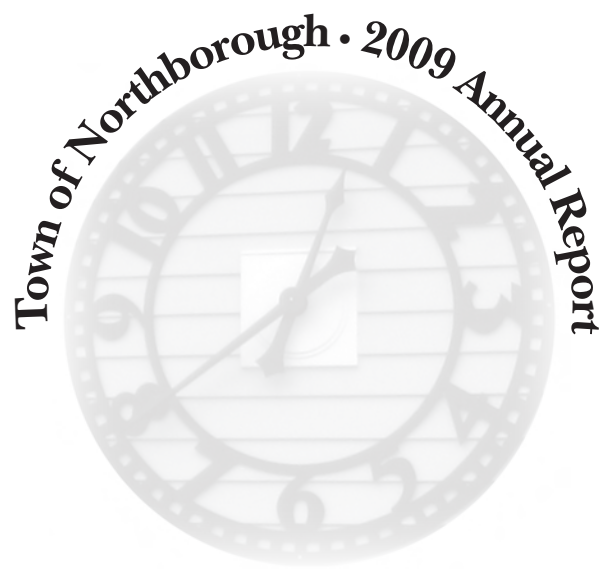


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ABOUT THE COVER: In February 2010, we opened the doors to the newly constructed **Senior Center at 119 Bearfoot Road**. The spaciousness and flexibility of our new space will allow us to meet the needs of current as well as future Northborough seniors. This beautiful building was designed by Courtstreet Architects, Inc. of Newton, MA and built by Groom Construction of Salem, MA. The project was managed by Construction Management Services of Marlborough, MA. The time and efforts of the Council on Aging, the Building Committee, the Friends of the Northborough Senior Center, Inc. and countless volunteers are much appreciated. For more information, please visit our page on the Town's website or call us at 508-393-5035.

Officers of the United States of America

President	Barack Obama	Illinois
Vice President	Joseph Biden	Delaware
Senator in Congress (D)	Edward M. Kennedy (<i>died 8/29/09</i>)*	Hyannis
*Interim Senator in Congress (D)	Paul G. Kirk Jr.	Barnstable
Senator in Congress (D)	John F. Kerry	Boston
Congressman, 3rd District	James P. McGovern	Worcester

Officers of the Commonwealth of Massachusetts

*Governor	Deval L. Patrick	Milton
*Lieutenant Governor	Timothy P. Murray	Worcester
*Secretary of the Commonwealth	William F. Galvin	Boston
*Treasurer	Timothy P. Cahill	Quincy
*Attorney General	Martha Coakley	Medford
*Auditor	A. Joseph DeNucci	Boston
*Governor's Council 3rd District (Pct. 3)	Marilyn Petitto Devaney	Watertown
*Governor's Council 7th District (Pct. 1, 2, 4)	Thomas J. Foley	Worcester
*State Senator (Pct. 3) Middlesex & Worc	James Eldridge	Acton
*State Senator (Pct. 1, 2, 4) 1st Worcester	Harriet L. Chandler	Worcester
*State Rep. 12th Worcester District	Harold P. Naughton	Clinton

**May be contacted at the State House, Boston, MA 02133*

Officers of Worcester County

Clerk of Courts	Dennis P. McManus	Paxton
District Attorney	Joseph D. Early Jr.	Worcester
Register of Deeds	Anthony J. Vigliotti	Worcester
Sheriff	Guy W. Glodis	Auburn
Register of Probate	Stephen G. Abraham	Worcester

Political Districts – *which include the Town of Northborough*

12th Worcester Representative District

Boylston, Clinton, Northborough, and precinct 2 of the town of Sterling and precinct 2 of the town of Lancaster.

1st Worcester Senatorial District

Worcester, wards 1 to 4, inclusive, 9 and 10, Berlin, Boylston, Clinton, precincts 3 and 4, Holden, Northborough, precincts 1, 2 and 4, Paxton, Princeton and West Boylston.

Middlesex and Worcester Senatorial District

Marlborough, Acton, Ayer, Boxborough, Hudson, Littleton, Maynard, Shirley, Stow and Sudbury, precincts 2, 3 and 5, in the county of Middlesex; and Harvard, Northborough, precinct 3, Southborough and Westborough, in the county of Worcester.

3rd Worcester U.S. Congressional District

ATTLEBORO, FALL RIVER Wds. 1, 2, 3; Wd. 4, Pcts. A, B; Wd. 5, Pcts. A, B; Wd. 6, Pcts. B, C; Wd. 8, Pct. D, North Attleborough, Rehoboth, Seekonk, Somerset, Swansea, Ashland, Holliston, Hopkinton, MARLBOROUGH, Franklin, Medway, Plainville, Wrentham, Auburn, Boylston, Clinton, Holden, Northborough, Paxton, Princeton, Rutland, Shrewsbury, Southborough, West Boylston, Westborough, WORCESTER

ELECTED OFFICERS

Moderator

Frederick A. George (2010)

Deputy Moderator

Gerald Hickman (2010)

Board of Selectmen

Fran Bakstran, Chrm (2011)

Jeff Amberson (2012)

William Pantazis (2012)

Dawn Rand (2011)

Leslie Rutan (2010)

Planning Board

Rick Leif, Chrm (2011)

Michelle Gillespie (2010)

Leslie RM Harrison (2012)

Daniel Lewis (2011)

George Pember (2012)

**Robert Rosenberg*

Assabet Valley Regional Vocational District School Committee

Michael Casaceli (2012)

Northborough School Committee

Nancy Berglund (2010)

Joan Frank (2011)

Shirley Lundberg (2011)

Susan Sartori (2012)

Stephen Witkowski (2012)

**Cecil Adderley*

Northborough/Southborough Regional School Committee

N-Joan Frank (2010)

N-Shirley Lundberg (2011)

N-John Reynolds (2011)

N-Susan Sartori (2012)

N-Helynn Winter (2012)

S-Paul Butka (2011)

S-Susan Dargan (2012)

S-Kathleen Harragan (2012)

S-Daniel Kolenda (2010)

S-Jack Kessler (2011)

**Paul Gaffney*

**Janice Hunt*

**Anthony Poteete*

**Beth Wittcoff*

BOARDS, COMMITTEES & COMMISSIONS

Council on Aging

Jarl Anderson, Chrm (2010)

Diane Barrile (2012)

Deborah Campana (2012)

Linda Cragin (2011)

Alan Gustafson (2010)

Margaret Harling (2010)

Donna Ordway (2011)

Richard Perron (2009)

Alice Stapelfeld (2011)

Appropriations Committee

Elaine Kelly, Chrm (2012)

Robert D'Amico (2010)

Janice Hight (2011)

Dan McInnis (2012)

Richard Nieber (2010)

Anthony Poteete (2011)

**Helynn Winter*

Principal Assessor

Diane O'Connor

Assessors

Arthur Holmes (2011)

Cable Television Advisory Committee

Kathy Dalglish, Ex-Officio

Richard Sweet, Chrm (2012)

James Ares (2012)

Jeff Junker (2011)

Niel Middleton (2010)

James Murphy (2011)

Kevin Wittman (2012)

**Michael Edmonds*

Cemetery Commission

Gerard Bourque, Chrm (2012)

William Graham (2010)

Maureen Sargent (2011)

Central Mass Regional Planning Commission

Matthew Turo (2012)

Community Affairs Committee

Virginia Simms George, Chrm (2010)

Linda Abusamra (2011)

Marnie Frankian (2012)

Patricia Griffin (2010)

Lisa Hodge (2009)

Louise Houle (2011)

Linda Levitt (2012)

Betsy Moore (2011)

**Elaine Coccari*

Community Preservation Committee

John Campbell, Chrm (Open Space)

Andrew Clark (2011)

Christopher Kellogg (2012)

Peter Martin (2010)

Sean Durkin (Parks & Rec Comm)

Jane Fletcher (Housing Authority)

Donald Haitsma (Historical Comm)

Todd Helwig (Conservation Comm)

**Joan Clowes*

**Robert Rosenberg*

**Thomas Sartori*

Conservation Commission

Wayne Baldelli, Chrm (2010)

Thomas Beals (2011)

Diane Guldner (2012)

Todd Helwig (2010)

Brian McManus (2011)

Maurice Tougas (2012)

Greg Young (2012)

Constables

Lawrence Beatty (2011)

Raymond Reynolds (2012)

Cultural Council

Terry Crean, Chrm (2010)

Cecil Adderley (2010)

Kim Henderson-Lee (2012)

Kristen Henriques (2010)

Mirek Kocandrl (2012)

Ingrid Molnar (2010)

Earth Removal Board

Janet Sandstrom, Chrm (2011)

Thomas Beals (2010)

Nicholas Howorth (2010)

Frederic Philcox (2012)

Anthony Ziton (2012)

**Richard Hight*

Elderly & Disabled Taxation Fund Committee

Adele Beatty (2010)

Mitchell Gordon (2012)

Financial Planning Committee

Jason Perreault, Chrm (2010)

David DeVries (2011)

Allison Goldman (2011)

Michael Hodge (2010)

Christine Kowal (2012)

Roger Leland (2011)

Groundwater Advisory Committee

Bryant Firmin
Diane Guldner
Deirdre O'Connor
George Pember
Leslie Rutan
**Fred Mottle*
**Robert Rosenberg*

Board of Health

Glenn French, Chrm (2010)
Dilip Jain (2012)
Deirdre O'Connor (2011)

Historical Commission

Normand Corbin, Chrm (2011)
Stephen Anderson (2012)
Donald Haitisma (2010)
Anne Hudzikiewicz (2012)
Russell Jones (2011)
Marie Nieber (2010)
Marie Wyman (2012)
**Arlene Marshall*

Housing Authority

Kathleen Polanowicz, Chrm
Rita Osborne (2014)
Brad Newman (2011)
Jean Perry (2012)
Raymond Reynolds (2010)
**Jane Fletcher*

Housing Partnership

Rick Leif, Chrm (Planning Board)
Nicole Carey (2011)
Michael Durkin (2012)
Robert Kimball (2010)
Jeff Amberson (Selectmen)
Brad Newman (Housing Authority)
**Diane Barrile*
**Rita Osborne*
**Sandra Landau*

Industrial Development Commission

Mark Donahue, Chrm (2012)
Gerry Benson (2011)
Budhinath Padhy (2012)
Karen Scopetski (2011)
Tim Shay (2010)

Industrial Development Finance Authority

George Pember, Chrm (2014)
William McGourty (2010)
Francis McKenna (2014)

Library Trustees

Nancy Kellner, Chrm (2010)
Jane Clark (2011)
Mary Crowley (2011)
Adrienne Rebello (2010)
Michelle Rehill (2012)
Virginia Simms George (2011)
John Stoddard (2012)
Barbara Virgil (2012)
Lara Weaver (2010)
**Edward Hurwitz*
**Richard Tucker*

Municipal Code & Bylaw

Lorraine Leland, Chrm (2011)
Richard Kane (2012)
Telford Knepper (2011)
Andrea Leland (2010)

Open Space Committee

John Campbell, Chrm (2011)
Charles Bradley (2010)
Dan Clark (2012)
Jeff Amberson (Selectmen)
Leslie Harrison (Planning Board)
Sean McCann (Parks & Rec)
Maurice Tougas (Conservation)
**Beth Ewy*
**Rick Leif*

Parks & Recreation Commission

Sean McCann, Chrm (2012)
Sean Durkin (2010)
David Putnam (2011)
David Rawlings (2010)
James Wing (2012)
**Thomas Sartori*

Personnel Board

Virginia Simms George, Chrm (2012)
Charles Frankian (2011)
Susan LaDue (2010)

Recycling Commission

Betty Tetreault, Chrm (Indef)
Justin Fisher (Indef)
Ingrid Molnar (Indef)
June Stokoe (Indef)
Brian Swanson (Indef)

Board of Registrars

Andrew Dowd, Ex-Officio
Nancy McNamara (2012)
Joann Sharp (2010)
Claire Swan (2011)

Scholarship Committee

Laurie Klein, Chrm (2010)
Robert D'Amico (2010)
Sidney Field (2011)
Marjorie Hurwitz (2011)
Marjorie Markson (2012)
Kelly Moran (2012)

Trust Funds Committee

Lorraine Leland, Chrm (2012)
Andrea Leland (2011)
Denise Nadler (2010)

Water & Sewer Commission

John Meader, Chrm (2010)
Bryant Firmin (2012)
David Pepe (2011)

Youth Commission

Rebecca Haberman, Chrm (2010)
Gretchen Bean (2012)
Joan Clementi (2012)
Lori Mott (2011)
Sylvia Pabreza (2010)
Sandra Scott (2011)
**Pamela Kane*

Zoning Board of Appeals

Richard Rand, Chrm (2010)
Gerry Benson (2011)
Chan Byun (2012)
Richard Kane (2011)
Mark Rutan (2012)

ZBA Alternates

Daniel Ginsberg (2010)
Sandra Landau (2011)

APPOINTED OFFICERS

Administrative Officer

John W. Coderre

Assistant Town Administrator

Kimberly Hood

Executive Assistants to Board of Selectmen and Town Administrator

Mary Jean (MJ) Fredette
Diane Wackell

Town Hall Custodian

Hosannah Pires

Town Accountant

Jason Little

Assistant Town Accountant

Wendy Ricciardi

Principal Assessor

Diane O'Connor

Part-time Assessors

Arthur Holmes

Assessor's Assistants

Susan Reagan

**Pamela Ferrara*

Town Clerk

Andrew Dowd

Assistant Town Clerk

Teresa Kelly

Treasurer/Collector

June Hubbard-Ward

Asst. Treasurer/Collector

Cheri Cox

Asst. Tax Collector

Elaine Dell'Olio

**Treasurer/Collector Office
Financial Assistant**

Marijane Pescaro

Town Counsel

Kopelman & Paige

Town Planner

Kathryn Joubert

**Planning Department
Administrative Assistant**

Debora Grampietro

PUBLIC SAFETY**Police Chief**

Mark Leahy

Police Lieutenant

William Lyver

Police Sergeants

Demosthenes Agiomavritis

James Bruce

Joseph Galvin

William Griffin

Detective Sergeant

Brian Griffin

Patrol Officers

Kostas Agiomavritis

Shane DiDonato

Justin Faucher

Nathan Fiske

Robert Haglund

Patrick Kelly

Timothy Kleczek

Scott Maffioli

Phillip Martin

Eric Michel

Jeffrey Noel

James Scesny

Jeremy Trefry

Special Police Officers

Sgt. Thomas Martin

Lt. Edward Shead

**Sgt. Frank Mueller*

**Police Department
Administrative Assistant**

Karen Mueller

**Supervisor of
Communications & Records**

William Toomey

Dispatchers

Jody Blanchard

Michael Burnell

Dennis Carlson

Thomas McDonald

Amy Savasta

Police Department Custodian

Hosannah Pires

Fire Chief/Forest Warden

David Durgin

Fire Captains

James Houston

David Hunt

Frederick Hurst

Robert Theve

Firefighters/EMTs

Daniel Brillhart

Steven Brosque

Michael Burnell

Dennis Carlson

Donald Charest

Zachary Charest

James Claflin

Jamie Desautels

Patrick Doucimo

William Farnsworth, Jr.

Michael Gaudette

Timothy Kleczek

Jeffrey Legendre

Patrick McManus

Douglas Pulsifer

Scott Reynolds

Michael Sholock

Barry Sullivan

Christopher Tetreault

Todd Yellick

**Thomas Smith*

Firefighters

Michael Serapiglia

**Christopher Blanchette*

**Gregory Dowd*

Trainees

Patrick Byrne

James Foley

**Michael Follo*

Safety/Fire Prevention

Richard Sargent

Fire Department Photographer

Roger Conant

**Fire Department
Administrative Assistant**

Deborah Bent

Fire Department Chaplain

Richard Martino

Haz Mat Assistant

Nancy Lepore

Ambulance Billing Clerk

Laurie Gaudette

Inspector of Buildings

William Farnsworth, Jr.

Local Building Inspector

Fred Lonardo

**Building Administrative
Assistants**

Louise Leo

Sarah Roach

Animal Inspector

Leslie Boardman

**Kenneth B. Hunt, Jr.*

Sealer of Weights & Measures

Edward Seidler

Plumbing & Gas Inspector

A. Richard Desimone

**Call Assistant Plumbing
& Gas Inspector**

Henry Pacific

Wiring Inspector

Robert Berger

Call Assistant**Wiring Inspectors**

Edward Coulombe

Thomas Krouse

John McGrath

William Reilly

Dog Officer

Claudia McGuire

Assistant Dog Officers

Ashley Brooks

Melinda MacKendrick

PUBLIC SERVICE**Cable Access Director**

Kathleen Dalgliesh

Cable Access TV Studio**Assistants**

Terry Crean

Jared Morin*MIS/GIS Director**

David Kane

Assistant MIS/GIS Director

John Sabatini

Town Engineer

Fred Litchfield

Planning & Engineering**Administrative Assistant**

Debora Grampietro

Conservation/Earth Removal**Board Secretary**

Eileen Dawson

ZBA Board Secretary

Elaine Rowe

DPW Director

Kara Buzanoski

DPW Administrative Assistants

Lynda LePoer

Robbie Powers

Highway Parks Supervisors

David Robillard

Gregg Senecal

Heavy Equipment Operators

Christopher Carlin

Edward Faford

Richard Frederick

David Lane

Richard Lane

Donald LeBlanc

David Yellick

Justin Wheeler*Mechanic**

Michael Roberts

Water/Sewer Supervisor

Paul Corbosiero

Water/Sewer Maintenance**Workers**

Timothy Davison

Steven Jobes

Jeremy Weeks

HEALTH & HUMAN SERVICES**Health Agent**

Jamie Terry

Board of Health**Administrative Assistants**

Louise Leo

Sarah Roach

Senior Center Director

Kelly Burke

Senior Center**Outreach Coordinators**

Jocelyn Karabatsos-Ehrhardt

Arlene Marshall*Senior Center Office Assistants**

Nancy Dragon

Anne Jackson

Van Drivers

Kevin Daley

Joseph Duca

Michael Ryan

Robert Williams

Family & Youth Services Director

June David-Fors

FYS Counselor

Karen Kazarian

FYS Administrative Assistant

Kathy Brumby

Veterans Agent

Richard Perron

Housing Authority Director

Lynne Moreno

CULTURE & RECREATION**Library Director**

Jean Langley

Assistant Library Director

Vacant

Librarians

Deborah Hersh

Patricia Link

Sandra Stafford

Circulation Desk Supervisor

Julie Brownlee

Library Assistants

Sarah Albers

Bonny Anderson

Kristen Bartolomeo

Juliane Bozicas

Marjorie Femia

Geneinde Jones

Kerry McGuirl*Library Financial Assistant**

Kathleen Whitman

Library Pages

Molly Domino

Faith Clayton*Andrew Fan***Scott Lucchini***Katie Pieper***Alex Sullivan***Recreation Director**

Allison Lane

Recreation**Administrative Assistant**

Michelle Lyseth

**Resigned/Retired/Term Expired/Other*

Meeting Nights – Boards, Committees, and Commissions

COMMITTEE	MEETING NIGHT	TIME	LOCATION
Appropriations Committee	As needed	7:30 PM	Selectmen's Meeting Room
Board of Assessors	As needed		Assessors Office
Board of Health	2nd Wednesday	7:00 PM	Conference Room B
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Cable TV Advisory Committee	1st Wednesday	7:30 PM	Room 129 Algonquin High School
Cemetery Commission	3rd Wednesday - quarterly	7:00 PM	DPW Office - Town Hall
Community Affairs Committee	3rd Wednesday	7:00 PM	Conference Room B
Community Preservation Committee	4th Thursday	7:00 PM	Conference Room B
Conservation Commission	2nd Monday	7:00 PM	Conference Room B
Council on Aging	2nd Thursday	7:00 PM	Senior Center
Cultural Council	As needed		Conference Room C
Design Review Committee	As needed		Town Offices
Earth Removal Board	1st Wednesday	7:30 PM	Conference Room B
Elderly/Disabled Taxation Fund Comm.	As needed		Town Offices
Financial Planning Committee	As needed	7:00 PM	Selectmen's Meeting Room
Groundwater Advisory Committee	2nd Tuesday as needed	7:00 PM	Conference Room B
Historical Commission	3rd Wednesday	7:00 PM	Conference Room C
Housing Authority	1st Thursday	6:30 PM	Colonial Village Community Room
Housing Partnership	3rd Thursday	7:00 PM	Conference Room C
Industrial Development Commission	2nd Tuesday as needed	7:00 PM	Selectmen's Meeting Room
Industrial Development Finance	As needed		Town Offices
Library Trustees	2nd Tuesday	7:30 PM	Library Conference Room
Municipal Code & Bylaw Committee	As needed		Town Offices
Northborough School Committee	1st Wednesday*	7:00 PM	Melican Middle School Library
Open Space Committee	1st Monday	7:00 PM	Conference Room B
Parks & Recreation Commission	1st Tuesday	6:30 PM	Recreation Center
Personnel Board	4th Wednesday as needed	7:00 PM	Selectmen's Meeting Room
Planning Board	1st & 3rd Tuesdays	7:00 PM	Conference Room B
Recycling Committee	As needed		Town Offices
Regional School Committee	3rd Wednesday*	7:00 PM	Algonquin High School Library
Scholarship Committee	1st Thursday	7:00 PM	Conference Room C
Trails Committee	3rd Monday	7:00 PM	Police Station
Trustees Special Benevolent Funds	As needed		Town Offices
Water & Sewer Commission	1st Wednesday	7:00 PM	Selectmen's Meeting Room
Wind Committee	every other week	7:00 PM	Library Meeting Room or Town Offices
Youth Commission	3rd Thursday	7:00 PM	Conference Room B
Zoning Board of Appeals	4th Tuesday	7:00 PM	Conference Room B

** unless otherwise noted*

Meeting Locations

Selectmen's Meeting Room, Assessors Office, Conference Rooms B and C, Town Offices	Town Hall, 63 Main Street
Senior Center	1 Centre Drive
Colonial Village Community Room	26 Village Drive
Library	34 Main Street
Melican Middle School	145 Lincoln Street
Algonquin High School Library	79 Bartlett Street
Police Station	211 Main Street

Town Government Organization

NORTHBOROUGH VOTERS ELECT

- Board of Selectmen
- Planning Board
- School Committees
- Town Moderator

MODERATOR APPOINTS

- Appropriations Committee
- Municipal Code & Bylaw Committee
- Personnel Board

SELECTMEN APPOINT

- Board of Registrars
- Board of Trustees of Special Benevolent Funds
- Cable Television Advisory Committee
- Community Affairs Committee
- Conservation Commission
- Constables
- Council on Aging
- Cultural Council
- Elderly & Disabled Taxation Fund Committee
- Election Officers
- Fire Chief
- Housing Authority
- Industrial Development Commission
- Industrial Development Finance Authority
- Library Trustees
- Open Space Committee
- Parks & Recreation Commission
- Police Chief
- Police Officers
- Recycling Committee
- Representative to Central Mass. Regional Planning Commission
- Scholarship Committee
- Town Accountant
- Town Administrator
- Town Counsel
- Veterans Agent
- Youth Commission
- Zoning Board of Appeals

TOWN ADMINISTRATOR APPOINTS

- Assistant Town Administrator
- Board of Assessors
- Board of Health
- Cemetery Commission
- Civil Defense Director
- D.P.W. Director
- Dog Officer
- Family & Youth Services Director
- Health Agent
- Inspector of Buildings/ Zoning Officer
- MIS/GIS Director
- Police Dispatchers
- Principal Assessor
- Recreation Director
- Senior Center Director
- Town Clerk
- Town Engineer
- Town Planner
- Treasurer/Collector
- Water/Sewer Commission
- All other Town Personnel

Other Appointments

Earth Removal Board

5 members: 1 each appointed by Board of Selectmen, Conservation Commission, Moderator, Planning Board, and Zoning Board of Appeals

Design Review Committee

5 members: appointed by the Planning Board

Financial Planning Committee

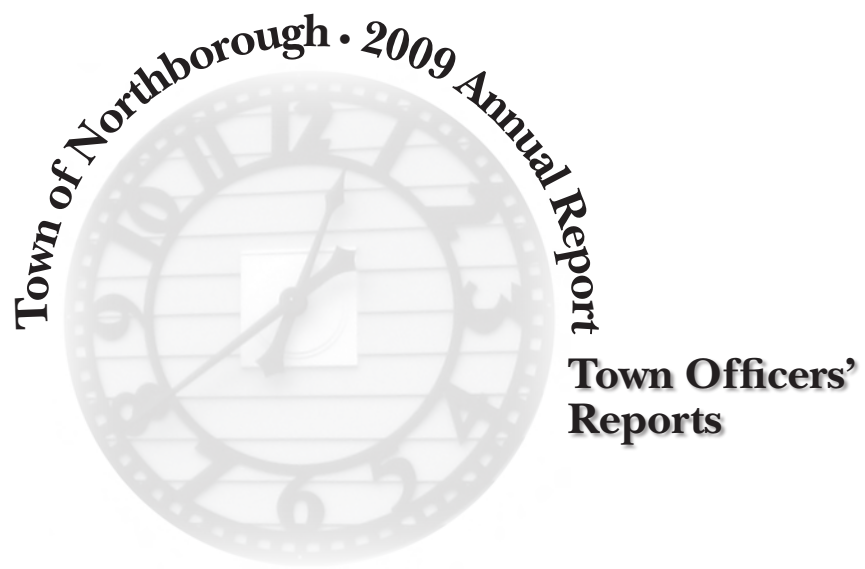
6 members: 1 each appointed by Appropriations Committee, Planning Board, School Committee; 3 appointed by Moderator

Groundwater Advisory Committee

5 members: 1 each appointed by Board of Health, Board of Selectmen, Conservation Commission, Planning Board, Water/Sewer Commission

Library Director

Appointed by Library Trustees



Board of Selectmen

The following individuals served on the Board of Selectmen during the 2009 Calendar Year: Jeff Amberson, Fran Bakstran, William Pantazis, Dawn Rand and Leslie Rutan. Dawn Rand served as Chairperson until May. At that time, Fran Bakstran was elected to serve as Chairperson, Dawn Rand as Vice-Chairperson and Leslie Rutan as Clerk.

The Board of Selectmen meet regularly on the second and fourth Mondays of each month. The meetings are broadcast live, as well as recorded, and are presented publicly on Northborough's Cable Access Channel. For those of you who may not have access to cable television, VHS tapes of the Selectmen Meetings are available on loan at the Library. The Agenda and Meeting Minutes are also posted on a regular basis on the Town's website at www.town.northborough.ma.us.

We strongly encourage your participation in your local government, including your attending any of the various board meetings within the community, visiting the Town Hall or volunteering one's services by becoming a member on a Board, Committee or Commission. If you are interested in volunteering your services, please contact Diane Wackell at 508-393-5040 or visit our website at www.town.northborough.ma.us for more information. Volunteers make a very significant and important contribution to the future of our community.

Because your input is important to us and is of the utmost importance to the success of our community, each meeting agenda includes a public comments and/or questions portion in order to provide an opportunity for any citizen to come before the Board to speak for any reason.

The Board is pleased with the newly expanded and renovated library. Residents can now enjoy their local library inside 26,000 square feet on two levels. With an easy drive-up entrance, automatic doors, wide aisles, and good lighting, the library is much more accessible to all of its patrons. The library now includes a conference room on the lower level that is used by many of our own community groups. Another large meeting room, which seats 100 people, has been used by many organizations, as well as for library programs. The library also includes

a children's program room, a teen room that has sophisticated ambiance and three computers just for teen use. In addition to quiet study rooms, there are many spaces upstairs for people to sit and read comfortably.

Our much anticipated and newly redesigned Town website was launched in the Fall of 2009. Many new functions have been added to this new and improved website. Town department web pages are continuously maintained and updated on a daily basis. The website is full of important and helpful information about your community. Check it out at www.town.northborough.ma.us.

In an effort to improve the traffic flow in the downtown area, the Board continues to support the Engineering Department and their work with traffic consultant, Greenman-Pedersen, Inc. The project, which was initiated by the Town in 2006 will now include widening along Route 20 to provide left turn lanes at Church Street (eastbound), South Street (westbound) and Hudson Street/Patty Lane (eastbound). Additional turn lanes will be included along Church and Hudson Streets. The proposed design will also provide two thru lanes and protected left turn signal phasing. The existing signal equipment at Church and South Streets will be upgraded and a new traffic signal will be installed at Hudson Street. The three signals will be designed as a closed-loop, coordinated signal system for improved vehicle progression. The design also incorporates provisions for emergency vehicle access and pre-emption for the Fire Department, protected pedestrian crossings at signalized locations and railroad pre-emption for the at-grade crossing of Route 20. It is anticipated that the design completion will be completed by the summer of 2010.

The Board was pleased to hear the final report of the Solid Waste Advisory Committee. This 7-member Committee (consisting of 2 members of the Recycling Committee, 1 member of the Board of Selectmen and 4 Citizens-at-Large) was charged with reviewing and evaluating the current Town Solid Waste Program and evaluating alternative Solid Waste Systems. The final report validated the fact that the current program is successful in reducing solid waste while encouraging recycling. The Board is review-

ing the recommendation and will have a final decision by April 2010.

To address the need for further examination of a future wind turbine in Northborough, the Board of Selectmen established a seven-member, two alternate member Wind Committee. The charge of the Wind Committee is to review the feasibility, explore potential sites, examine the project's economic viability, and investigate the technical aspects of turbine technology. To date, there has been no expenditure of Town funds for the Wind Committee's efforts. In August of 2009, the Board authorized the Wind Committee to take the necessary steps to apply for a grant from the Massachusetts Technology Collaborative for an \$85,000 grant including \$20,000 to install and support the operation of the MET equipment, \$50,000 to produce a feasibility study and \$15,000 to write the project business plan. The Board is hopeful that through the study phase and a detailed project evaluation and justification process, the Town of Northborough will realize the benefits of using available wind power, similar to many other communities in the New England region.

In September of 2009, the Board heard from the Genzyme Corporation and their plans to create an operations center in an existing 210,000 square foot warehouse facility located at 11 Forbes Road. Genzyme is a biotech company founded in 1981 and currently employs over 11,000 people worldwide. The \$40 million project is expected to be completed by the Fall of 2010 and it is anticipated that approximately 165 Genzyme employees will occupy the building once it is open.

The Board was pleased to hear updates from the Historical Commission on Phases I and II of the Historic Properties Survey. Inventory documents have been created for 271 street addresses, 10 structures or objects, two burial grounds and one park. From these inventory documents, 21 individual properties and six historic districts have been identified. The next and final phase of the project will be to identify which properties have the potential for National Historical Registration.

Finances continue to present a challenge with respect to the needs of our community and our ability to continue to provide Town

services within the confines of Proposition 2½. Thanks to the creative and conservative approach in developing the FY 2010 Budget by the Town Administrator John Coderre, along with the administration's financial team, a Budget that was within the confines of Proposition 2½ was presented and adopted at the 2009 Annual Town Meeting.

As part of the Government Finance Officers Association Distinguished Budget Award Program, and at the recommendation of both the Appropriations and Financial Planning Committees, the Board adopted the Comprehensive Financial Policies drafted by Town Administrator John Coderre. This Award Program represents the highest honor a public entity can receive for its budget presentation. The Board wishes to praise Mr. Coderre, as well as the municipal department heads for their diligence in achieving this goal despite the many financial challenges they continue to face. The Board also appreciates the efforts of Mr. Coderre in continuing to address a long-term funding strategy for post employee benefits. This is in addition to the recent plan design changes in health insurance that was paramount in helping to reduce the Town's unfunded liability from \$90 million to \$34 million.

In early 2009, the Board welcomed Kimberly Hood to the position of Assistant Town Administrator. Prior to her appointment here, Ms. Hood was the Assistant to the Town Manager in Uxbridge, Massachusetts. Ms. Hood holds a Master's Degree in Public Administration from Syracuse University, as well as a Bachelor of Science Degree from Cornell University.

We believe that we have had a very successful year continuing to direct Northborough in a positive direction. We are very thankful for the many conscientious citizens and volunteers who serve on our many Boards, Committees and Commissions. We are also grateful for the dedicated employees who work diligently to make Northborough a great community, especially the administrative staff in our office – John Coderre, Kimberly Hood, MJ Fredette and Diane Wackell.

**Respectfully submitted,
Fran Bakstran, Chairman
Northborough Board of Selectmen**

Town Administrator

It has been said that a recession is a lot like the curve on a race track, where critical moves are made that determine where you end up on the straightaway relative to everyone else. I am pleased to say that the Town of Northborough has made several critical moves in the curve that will contribute to our future fiscal stability and service level sustainability.

Ways we reduced costs

- **Health Insurance** – During calendar year 2009 the Town successfully negotiated Health Insurance plan design changes with all active employee groups resulting in approximately \$400,000 in FY10 budgetary savings.
- **Adopted MGL c. 32B, Section 18** – In addition, the Town unanimously adopted MGL Chapter 32B, Section 18 at the Annual Town Meeting in April 2009. The adoption of Section 18 requires Medicare eligible retirees to move out of the HMO active health plans and into Medicare supplement or "Senior Plans," which are specifically designed for the medical needs of seniors. By adopting Section 18, the Town's liability for post-employment benefits for retiree medical benefits was greatly reduced from \$90.4 million to \$34.3 million. From an operating budget standpoint the adoption of Section 18 saved approximately \$200,000, exclusive of the savings realized by the retirees.
- **Building & Liability Insurance** – The Town negotiated new Building, Liability and Workers' Compensation Insurance coverage resulting in 0% budgetary increases for two years. This was achieved, in part, by the introduction of an aggressive Risk Management program designed to minimize losses. A new Employee Wellness program was also introduced.

Creative approaches to service delivery

- **Legislative Advocacy** – Through a coordinated effort with all Town Boards, Committees and Departments, a comprehensive Legislative Priorities document was created to effectively advocate the Town's position on various legislative

initiatives at the State level. The Town took full advantage of the difficult economy to advocate for more efficient government practices and fewer unnecessary or costly State mandates.

- **Website Redesign** – To provide better communication and access to Town information the website underwent a complete redesign in 2009. Improvements included a subscription feature, meeting calendar, search features and various on-line services that result in more efficient and effective service delivery.
- **Developing Partnerships** – The fiscal realities of late have driven home the need to work cooperatively with community organizations. Grants and donations have been critical to maintaining services levels, especially in the Family & Youth Services Department, Library and Senior Center. In many instances we have used the support of these partnerships to create self-sustainable initiatives such as the new Programs Coordinator position at the Senior Center.

Overall, the Town closed out FY2009 in the positive with an independent audit containing no material deficiencies. This was accomplished through a combination of reductions in spending and efficiency enhancements, all while maintaining our core mission and services.

No doubt, Town finances will continue to present a challenge moving forward. However, the initiatives and changes made in the curve will continue to benefit us for years to come. On the next page is a summary of the Fiscal Year 2010 Budget, which was approved at the Annual Town Meeting in April 2009.

Tax Rate

The tax rate for FY2010 has been set at \$14.38 per \$1,000 of assessed valuation. Although this represents an increase from the FY2009 tax rate of \$13.76 per \$1,000 of assessed valuation, the Board of Assessors has indicated that the value of single-family residential properties has decreased slightly from \$419,623 to \$416,665. The average single family tax bill will increase from \$5,774 to \$5,992, or \$218.

FY 2010 Budget

Municipal	\$ 15,393,170
Northborough K-8 Schools	\$ 17,720,269
Algonquin Regional High School	\$ 7,962,259
Debt Exclusion	\$ 875,872
Assabet Vocational School	\$ 611,150
Zeh School Debt	\$ 554,926
Colburn St. Prop. Acq., Library & Sr. Center Debt	\$ 909,527
Other Funds	\$ 408,742
Total General Fund	\$ 44,435,915
Water, Sewer & Solid Waste Funds	\$ 3,741,307
TOTAL ALL FUNDS	\$ 48,177,222

Personnel Changes

There were very few vacant positions filled in 2009 given the difficult economic times. However, there is one significant loss that bears mention. Retired Sergeant Frank Mueller passed away in June of 2009 after a brief retirement in 2007. Frank will always be remembered as one of Northborough's finest and he will be missed by all who knew him.

I want to take this opportunity to thank all the Department Heads and Town Staff for their contribution and service to the Town. I would also like to take this opportunity to acknowledge and appreciate the efforts of Assistant Town Administrator Kim Hood, as well as Executive Assistants M. J. Fredette and Diane Wackell in the Office of the Board of Selectmen and Town Administrator for their valuable assistance during this year. My sincere appreciation also goes out to all the volunteers who make our community a great place in which to live.

Respectfully submitted,
John W. Coderre, Town Administrator

Planning Department

Members of the Planning Board Rick Leif (Chairman), George Pember (Vice-Chairman), Michelle Gillespie, Dan Lewis and Leslie Harrison and staff liaison Town Planner, Kathy Joubert spend a significant amount of time each month reviewing new lot submittals, primarily for the creation of residential lots. In 2009, the following applications were submitted to the Planning Board for review and approval: twelve (12) Form A applications resulting in the creation of thirty (30) residential lots; one residential subdivision for seven (7) lots; one common driveway application; one scenic road ap-

plication; one special permit application for a wireless communications tower; and one site plan review application.

The Planning Board places a high priority on balancing the growth of residential development while encouraging the expansion of the industrial and commercial tax base. The Board seeks to encourage industrial and commercial development in a manner which maintains the existing character of the town and preserves and protects our natural resources.

After two and a half years of work with the Zoning Subcommittee, the Planning Board and the Zoning Board of Appeals, a new Zoning Bylaw and Zoning Map were approved at the 2009 Annual Town Meeting. The new Zoning Bylaw represents a comprehensive approach for future development in the community by encouraging mixed-use development in the downtown area; expanded commercial uses and limited multi-family in the business districts along Route 20; additional uses in the industrial district; and a commercial overlay district for potential additional commercial uses along the Southwest Cutoff.

Special thanks to the following members of the Zoning Subcommittee: Fran Bakstran, Board of Selectmen; Mark Donahue, Industrial Development Commission; Tom Reardon, Design Review Committee; Dan Ginsberg, Zoning Board of Appeals; Rick Leif, Planning Board, and Bill Farnsworth, Inspector of Buildings/Zoning Enforcement Officer for the numerous afternoons they spent on drafting the proposed zoning bylaw. Special thanks also to the Planning Board and Zoning Board of Appeals members who attended many extra meetings outside the normal meeting schedule for the past two and a half years for this zoning bylaw project.

The Planning Department continues to schedule development review meetings with prospective companies interested in locating in Northborough. Several staff members participate in these meetings with the applicant which involve a review of available parcels and buildings, any previous filings for the property, the various permits that may be necessary for the proposed use, a review of the Town's regulations and to answer any questions of the applicant.

The Town Planner also maintains a Development Guidebook and an inventory of available industrial land and buildings for development. This inventory contains map and parcel, address, availability of water & sewer and the contact person for the site. It is available in the Planning Department to any interested party and has been utilized by many companies interested in locating in Northborough.

The Planning Board and the Town Planner belong to the Central Massachusetts Regional Planning Commission (CMRPC), the Massachusetts Chapter of the American Planning Association (APA), and the Massachusetts Association of Planning Directors Inc. (MAPD). The Town Planner serves on the Board of Directors for the Massachusetts Chapter of the APA as the Central Massachusetts representative; has served as past president of MAPD; represents the Town as a member of the Corridor Nine Area Chamber of Commerce Economic Development Committee; and serves as staff to the Planning Board, Zoning Board of Appeals, Open Space Committee, Community Preservation Committee, Housing Partnership, Design Review Committee and Trails Committee. The Town Planner also attends the meetings of the Board of Selectmen and Industrial Development Commission as needed.

Board members participated in the Citizen Planner Training Collaborative (CPTC) this past year. The CPTC is a major undertaking by MAPD, UMass, and the Massachusetts Department of Housing and Community Development (DHCD). These agencies are working together to provide effective and comprehensive training consistent across the State for Planning Board members.

The Planning Board meets at the Town Hall on the first and third Tuesday evenings of the month. If you have questions for the

Board or Town Planner, please contact us at planning@town.northborough.ma.us or 508-393-5019.

Respectfully submitted,
Kathy Joubert, Town Planner

Board of Assessors

The Board of Assessors is comprised of a full-time Chairman/Principal Assessor, two part-time Assessors and two full-time Assessors' Assistants.

Mission and Objective

The mission of the Assessing Department is to serve the public interest and help assure the financial stability of Northborough by exhibiting the highest level of competence and professionalism. To this end, the Department's staff pledges its efforts toward the accomplishment of five critical objectives:

1. Timely tax billing.
2. The attainment of tax equity whereby each taxpayer pays only their fair share of the tax burden.
3. The maximization of tax base growth revenue.
4. The public acceptance of our administration of the real estate, personal property and excise tax systems through prompt, courteous, honest and thorough services.
5. Enhancing public awareness of legislative changes of the tax laws and tax relief programs for local citizens.

The Town has 6,268 taxable accounts in Northborough, of which 4,006 are single-family residences. The total value of all assessed real and personal property for fiscal year 2010 is \$2,478,455,470.

Statutory Real Estate Exemptions - Fiscal 2009

Clause 17D, Widow	1
Clause 18, Hardship	0
Clause 22, Veteran	50
Clause 22A, Veteran	0
Clause 22E Veteran	11
Paraplegics	0
Clause 37, Blind	11
Clause 41C, Elderly	99
Clause 41A, Deferred	1
Chapter 59, Sec. 5K, Senior Work-Off	5

THESE 178 EXEMPTIONS AMOUNT TO \$141,278.73 OF TAX RELIEF

Items Used in Computing Tax Rate - Fiscal 2010

Total amount to be raised	\$48,663,321.66
Total estimated receipts and other revenue sources	\$13,023,132
Total real and personal property tax levy amount to be raised by taxation	\$35,640,189.66
Real Property Valuations	\$2,402,744,500
Personal Property Valuations	\$75,710,970
Total Property Valuations	\$2,478,455,470
TAX RATE FISCAL 2010	14.38

As always, the Assessors Office is available to answer any questions or explain any process used to perform our statutory duties. We are here to help and serve you.

Respectfully submitted,
Diane M. O'Connor, MAA
Chairman & Principal Assessor

Town Clerk

The Town Clerk's office consists of 2 full time employees. Andrew T. Dowd is the Town Clerk and Teresa K. Kelly serves as the Assistant Town Clerk.

During the past year we conducted 2 elections; the annual Town Election on May 11, 2009, and a Special State Primary Election on December 8, 2009.

This office processes many requests for Absentee Ballots for each election held. Additionally, the annual Town Meeting was held on April 27th and 28th. We continue to process Passport applications in the office which is convenient for residents and generates revenue for the town. We also provide Notary Public service. The office issued over 1,850 dog licenses during the year. Many requests for certified copies of vital records (births, deaths, marriages) are received during the course of the year. Couples also come into the office to apply for a marriage license. The Town Clerk serves as a Justice of the Peace and is able to perform marriage ceremonies when requested.

In the upcoming year the office will be preparing for a Special State Election on January 19, 2010 along with the Annual Town Election and Annual Town Meeting. This preparation includes certifying petitions and nomination papers, voter registration, updating our voter list, and processing absentee ballot requests.

The Annual Town Census will also be mailed to every household in Northborough. State statute requires each community to conduct an annual Census in preparation for the Annual Street List. Compliance with this State requirement provides proof of residence to protect voting rights, veterans' bonus, housing for the elderly and related benefits as well as providing information for selection of jurors. The School Department also uses this information to project future enrollment.

Last year I applied for and was granted \$35,000 in Community Preservation Funds for the conservation of historic records. Recently the first segment of our records was sent to a vendor for restoration. The process includes the deacidification of the paper, rebinding of books, and most importantly the scanning of the documents. This project will ensure our records are preserved for generations to come.

In the fall of 2009, a new and improved website for the Town of Northborough was launched. As part of the improved site, my office now posts all meeting notices, agendas, and minutes directly to the website. Additionally a calendar on the homepage of the website listing all meetings and other important dates is also maintained by the Town Clerk's office. This feature provides an easy way for residents to keep abreast of upcoming meetings.

I would like to thank my assistant, Teresa K. Kelly for her dedicated service throughout the year.

Respectfully submitted,
Andrew T. Dowd, Town Clerk

The Town Clerk serves you in a variety of ways.

Chief Election Official

- Oversees polling places, election officers, and the general conduct of all elections.
- Directs preparation of ballots, polling places, Voting Equipment, Voting lists, administers Campaign finance laws, Certifies Nomination Papers and Initiative petitions, and serves on the local Board of Registrars.
- Supervises voter registration and Absentee Balloting, and prepares, records, and reports official election results to the Secretary of the Commonwealth.

- Conducts the annual town census, prepares the street list of residents and school list, and furnishes the jury list to the Office of the Jury Commissioner.

Town Meeting

- Records the minutes of the Annual Town Meeting and any Special Town Meetings that transpire. These records are the Town's permanent; official records of what was voted on at these meetings.

Recording Officer

- Records and certifies all official actions of the Town, including town meeting legislation and appropriations, Planning and Zoning Board Decisions, signs all notes for Borrowing, and keeps the Town Seal.
- Records state tax liens.

Registrar of Vital Statistics

- Registers all vital events occurring within the Community and those events occurring elsewhere to local residents.
- Records and preserves original birth, marriage, and death records providing the basis for the Commonwealth's Central Vital Registration System.

Public Records Officer

- Administers the oath of office to all elected and appointed members of local committees and boards and ensures that all elected and appointed officials are informed in writing of the State's Open Meeting and Conflict of Interest Laws. Posts meetings of all governmental bodies.
- Provides access to public records in compliance with State Public Records Law and corresponding regulations.
- Provides certified copies of vital records and conducts or assists with genealogical research for members of the public, and is responsible for maintenance, disposition, and preservation of municipal archival records and materials.
- Maintains records of adopted municipal codes, local bylaws, oaths of office, resignations, and appointments, petitions, publications, budgets, meeting minutes, and financial statements.
- Submits bylaws and zoning ordinances to Attorney General for approval.

Licensing Officer

- Issues state licenses and permits: including marriage licenses, hunting fishing and trapping licenses, and permits for raffles and bazaars. Issues county or local licenses, permits, and certificates as mandated by statute or bylaw, which include burial permits, business certificates, dog licenses, and fuel storage permits.

Passport Agent

- Both the Town Clerk and the Assistant Town Clerk are passport agents. This enables those citizens wishing to apply for a passport to visit the Town Clerk's office. For each passport that is executed by this office, the Town receives \$25 compensation.

Public Information Officer

- Responds to inquiries from the general public, frequently serving as facilitator with departments, providing knowledge and assistance in a fair and impartial manner to all.
- Often considered the core of local government, the Town Clerk's Office serves as the central information point for local residents and citizens at large.

The following is a financial report of the receipts reported to the Town Treasurer and Town Accountant:

Clerk Fees	\$21,176.95
Receipts for Planning Board	\$ 9,400.00
Receipts for Zoning Board	\$ 2,525.00
Receipts - Earth Removal Board	\$ 1,800.00
Passports	\$ 4,725.00
Marriage Licenses	\$ 1,375.00
Dog Licenses	\$39,134.00
Hunting and Fishing Licenses	<u>\$ 3,026.05</u>
Total receipts of the Town Clerk	\$83,162.00

List of Jurors, 2009

Pursuant to the Massachusetts General Laws, Chapter 234A, all jury selections and drawings and lists thereof, are handled by the Office of the Jury Commissioner for the Commonwealth. A copy of the Jurors List is on file in the Town Clerk's Office.

Registrar of Voters

The Registrars of Voters are: Nancy M. McNamara, Joann M. Sharp, Claire M. Swan and Andrew T. Dowd. 2 elections were held in 2009.

As of January 2009, the following information applies:

Population	14,575
Registered Voters	9,463

Precinct 1 - Proctor School

26 Jefferson Road

Active Voters	2294
Inactive	71
Non-voters	<u>1204</u>
Total	3569

Precinct 2 - Lincoln Street School

76 Lincoln Street

Active Voters	2377
Inactive	113
Non-voters	<u>1109</u>
Total	3599

Precinct 3 - Peaslee School

31 Maple Street

Active Voters	2394
Inactive	98
Non-voters	<u>1207</u>
Total	3699

Precinct 4 - Marion Zeh School

33 Howard Street

Active Voters	2398
Inactive	111
Non-voters	<u>1199</u>
Total	3708

Total Residents 14,575

Totals broken down

Active Voters	9463
Inactive Voters	393
Non-Voter	4719

The definition of inactive is a person who hasn't voted in two (2) State Elections, signed any nomination papers, or any petitions. By law, they remain on our list for four years and then are removed if no activity has taken place.

Respectfully submitted,
Andrew T. Dowd
Northborough Town Clerk

Conservation Commission

With few houses being built, many of our hearings have involved septic system replacements, additions, plus keeping a watchful eye on the larger projects such as the Loop, Dunia Gardens, Avalon Bay, Bigelow Farms, and Laurence Place. Monthly reports are sent to the Commission on the Loop and Avalon Bay.

Annually, the DPW reports on projects that need our approval: these are handled as a single Order of Conditions. The Trail Committee makes applications as necessary.

The duty of the Conservation Commission is to administer the Wetland Protections Act. Within the framework of the act, there are 3 values that are the prime focus of our Conservation Commission hearings. These are protection of public and private water supplies, protection of our groundwater resources, and the prevention of pollution into any of them. The storm water directed into our resource areas is carefully controlled. Since our resources areas (BVW, streams, ponds, rivers) are valuable to our life, it is important that not only do the regulations work, but that as citizens we consider methods of protection that could include: limiting the use of lawn and garden chemicals, washing cars off-driveways, not dumping oil or chemicals in the street drains, not placing grass and lawn clippings in wetlands, and taking care to clean boats, canoes, and kayaks to prevent harmful pests from transferring to other waters. All of these efforts will help protect our water resources.

The Commission approved the purchase of property adjacent to Mount Pisgah. We continue to encourage the use of various conservation methods to provide open space wherever feasible.

There are many trails within the town limits to use, a boat ramp, and fishing access at Bartlett Pond. We hope town residents are making good use of them.

**Respectfully submitted,
Diane Guldner, Vice Chairman**

Open Space Committee

The Open Space Committee is comprised of representatives from the Board of Selectmen, Planning Board, Conservation

Commission, Parks & Recreation Commission, three additional members, and three alternate members. Kathy Joubert, Town Planner, provides staff support. The Committee serves to coordinate the prioritization of the protection and purchase of open space parcels for both active and passive recreation; to explore alternate funding sources for the purchase of these parcels; and to educate and inform the public of the benefits of preserving open space. The Committee is comprised of citizen members John Campbell (Chairman), Charley Bradley and Dan Clark, and board representatives Jeff Amberson/Board of Selectmen, Greg Young/Conservation Commission, Leslie Harrison/Planning Board, and Dave Putnam/Parks & Recreation Commission. We are currently seeking two additional citizen alternate members. Citizen Alternates participate in all Committee meetings and activities. The Committee typically meets at the Town Hall on the first Thursday of each month, or at alternate times as scheduled.

Accomplishments in 2009

In January, the Committee presented to the Community Preservation Committee (CPC) to ask for CPA funds to be banked in the Open Space Reserve account. The CPC voted to allocate \$150,000 for this purpose, and an article approving the measure was approved at Town Meeting in April 2009. The Committee also requested \$5,000 to the Northborough Trails Committee to the continued development of the Town's extensive trails network, and this article was also brought forth by the CPC and approved at Town Meeting.

The Committee also helped the Town negotiate the purchase of 19 acres of undeveloped land from Andrew Silver for \$160,000. Located off Howard Street, this parcel abuts existing Town-owned and Mass Wildlife protected property on Mt. Pisgah, and includes the area traditionally known as the South View. The land was acquired using money in the Conservation Fund that was transferred from the CPA Open Space Reserves by the vote of Town Meeting in 2007. The flexibility of having CPA money readily available in the Conservation Fund was a significant factor in successfully acquiring this land. As required by the law for land acquired through

the CPA, a permanent conservation restriction (CR) was placed on the property by vote of Town Meeting in 2009.

Continuing Initiatives

In 2010, Committee members will continue to explore other avenues of funding open space acquisitions, including ongoing recommendations to the CPC to bank CPA funds into the Open Space Reserve. The Committee will continue to work with the Sudbury Valley Trustees, a local non-profit land trust, to identify key parcels to protect, either by acquisition or conservation easement. The Committee also will continue outreach to large landowners in town to educate them about the benefits of conservation restrictions and other protection tools.

The Trails Subcommittee, created eight years ago by the Open Space Committee, continues to work on mapping and creating new trails throughout the town. For a complete list of the trails, a map of each trail and related information, please refer to the town's website www.town.northborough.ma.us. Please also refer to the annual report of the Trails Committee.

As land continues to be developed in this community and providing services for this additional growth continues to strain town budgets, it is imperative to permanently protect as much open space as possible for both passive and active recreational uses. If you are interested in working with the Open Space Committee or Trails Committee, or in learning about alternatives for land preservation in Northborough, please contact Kathy Joubert, Town Planner at kjoubert@town.northborough.ma.us or 508-393-5019.

**Respectfully submitted,
John Campbell, Chairman
Open Space Committee**

Zoning Board of Appeals

The Zoning Board of Appeals, appointed by the Board of Selectmen, is comprised of five members (Richard Rand, Chairman, Mark Rutan, Clerk, Richard Kane, Gerry Benson and Chan Byun) and two alternates (Sandra Landau and Dan Ginsberg). In accordance with Massachusetts General Laws (MGL) Chapter 40A Section 14, the Board is responsible for: 1.) hearing and deciding ap-

peals in accordance with MGL Chapter 40A Section 8; 2.) hearing and deciding applications for special permits which the board is empowered to hear; 3.) hearing and deciding petitions for variances; and 4.) hearing and deciding appeals from decisions of the Zoning Administrator. In accordance with MGL Chapter 40B Section 21, the Board also hears and decides applications for comprehensive permits.

Seventeen (17) petitions were filed in 2009, one of which requested both special permits and variances. Nine variance petitions were filed with eight being approved and one continued to 2010. Eleven special permit petitions were filed and granted.

The Board spent the last two and a half years working with the Planning Board and the Zoning Subcommittee on a comprehensive zoning bylaw rewrite. Board members attended many additional meetings for this project and a special thanks to Dan Ginsberg for his service on the Zoning Subcommittee. Members of the Zoning Subcommittee drafted and reviewed the proposed zoning bylaw prior to the document being forwarded to the land use boards for their review and comment. The Zoning Bylaw and Zoning Map were adopted at the 2009 Annual Town Meeting.

The Board meets on the fourth Tuesday of each month at 7:00pm in the Town Hall and the meetings are open to the public. Questions relating to the filing of applications and public hearing dates should be directed to the Administrative Assistant in the Planning Department and zoning questions should be directed to the Inspector of Buildings/Zoning Enforcement Officer.

**Respectfully submitted,
Kathy Joubert, Town Planner**

Earth Removal Board

The Earth Removal Board in 2009 completed its 38th year of service. It was formed to implement the Earth Removal By-Law, which at the time, was passed primarily to prevent soil stripping and generation of unsafe and unsightly conditions in Town.

This year Richard Hight left our Board after many years as Chairman. He was instrumental in the formation of the Earth Removal Board for the purpose of protecting

the barrow resources of the Town of Northborough.

In as much as most of the easy-to-develop sites have long since been built-out, the areas available today are the more difficult ones to develop. They require greater engineering skills, more subsurface information, strong geologic analysis and on-going oversight.

In addition, because of the resulting proximity to abutters, greater concern must be exercised at the property boundaries, particularly in regard to runoff and slope stabilization. Safety is always a primary concern. Furthermore, general economic conditions have resulted in a slowdown and some projects have not been completed in a timely fashion. Some contractors do not have an established reputation or the experience to design and build upon technically difficult sites.

The Board had continued to monitor the site work for the Loop on Route 20 near Route 9. The size and scope of this project is much larger than any Northborough project in recent history. With the help of our advisor Town Engineer, Fred Litchfield, the consulting engineers working for the Town, Nitsch Engineering and the site contractor, Borggaard Construction we were able to keep the project moving in a safe and stable manner.

At this time we are fortunate to have a full compliment of board members. This year, the Board met 8 times, held 18 public hearings, issued 7 new permits and 8 renewal permits.

We wish to extend our gratitude to Eileen Dawson, Board Secretary, for her behind the scenes support.

If you have any question regarding Earth Removal, please do not hesitate to contact us or attend one of our meetings.

**Respectfully submitted,
Janet Sandstrom, Chairman**

MIS/GIS Department

The MIS/GIS Department is charged with two main responsibilities. The first is to oversee the acquisition, implementation and support of information technology, and the second is to develop, distribute and keep current the Town's Geographic Information System (GIS).

In 2009 the Town embarked on an ambitious redesign of its website. Overall a new look and feel was introduced along with many new features. Some of the notable new highlights include a subscription feature that allows residents to automatically receive notices and announcements such as meeting agendas, minutes or updates on breaking news. A reports and documents section where residents can find key publications such as the Annual Town Report, Town Meeting Warrant, Budget, and various other Board or Committee reports was added as was a search feature to quickly assist users in finding the information they seek.

A comprehensive menu called "Topics A-Z" allows viewers to simply scan an alphabetical listing of departments and services to more easily locate desired information. A calendar of upcoming municipal meetings has been added to the home page, which shows all posted Town Board and Committee meetings. In addition to the calendar, the Cable Access Channel program schedule and announcement board are now viewable online. A town-wide, departmental directory with contact information and departmental email addresses was added for improved communication. An online services section allows residents to conduct many transactions through the web site such as paying bills, registering for programs, searching the Town Code, accessing property tax cards, viewing and creating custom maps using our Geographic Information System (GIS) map viewer, and more. There is also a new question/comment form that can be completed and submitted online.

Also last year the Town began utilizing data from its recently completed aerial photography project. Various aspects of this data have begun to be incorporated into the Town's GIS applications, both on the website available to the public and internally for staff use. As the year continues, more data from the project will be refined and made available for use.

This is just a brief summary of the many ways in which the Town is striving to utilize various data sources and delivery mechanisms to consistently improve its offerings to Town residents, business and the general public.

Point your browser to www.town.northborough.ma.us for the latest news and services available on the Town's web site. Residents interested in learning more about the Town's MIS and GIS efforts are encouraged to call (508) 393-1524 or e-mail mis@town.northborough.ma.us.

**Respectfully submitted,
David Kane, MIS/GIS Director**

Northborough Police Department

The Northborough Police Department, is a full-service, full-time police agency that serves our residents twenty-four hours a day, seven days a week. As one of only twenty-eight Massachusetts police departments that have been awarded the coveted Certificate of Accreditation by the Massachusetts Police Accreditation Commission, we pride ourselves on continuing a proud tradition of excellence, dedication and professionalism to our community. The Northborough Police Department has been actively involved in police accreditation initiatives since 1988, and will continue to remain on the cutting edge of law enforcement progress.

As of December 31, 2009, the Northborough Police Department is staffed as shown:

1	Chief of Police
1	Lieutenant
4	Sergeants
1	Detective Sergeant
11	Patrolmen
2	Detectives
1	Administrative Assistant
1	Communications Supervisor
5	Public Safety Dispatchers
27	Total Employees

All police department employees are full-time, career employees. The fine reputation of this agency has attracted a significant number of top-quality applicants to any hiring process we hold. We will continue to strive to attract the best and brightest people to join our agency.

We are, in a word, very busy! During 2009, the Northborough Police performed 21,249 service calls (which include self-initiated traffic stops by our Officers). In

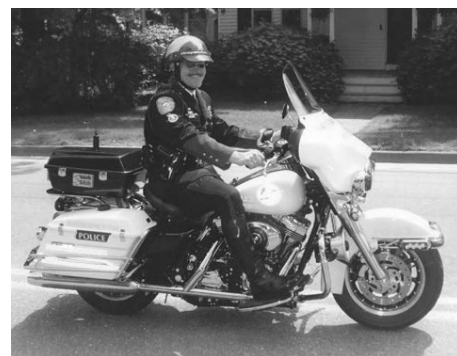
response to a rash of burglaries in 2006, a comprehensive building check program was initiated, wherein our Officers get out of their cruisers and physically walk the building perimeter, checking for secure doors and windows. Our Officers performed this task 6,037 times in 2009. In addition, Officers made 2,344 business checks. These are primarily our banks, which are personally checked at random times twice each day. We credit this one-of-a-kind program with a noticeable lack of bank robberies in Northborough, despite numerous such crimes in our surrounding towns. We also made 1,073 checks of the homes of vacationing residents. Officer Phillip Martin again deserves special recognition for his exceptional diligence in checking our vacationing residents' homes. Proactive, preventive crime deterrence is a critical task for our personnel.

In 2009, we also assisted the Northborough Fire Department with 805 ambulance calls and 303 other service calls. Alphabetically, the larger or significant categories were:

9-1-1 hang-up calls	189
Alarms (burglar, fire, panic, hold-up, etc.)	513
Ambulance calls	805
Assault	15
Assist Fire Department	303
Auto theft	5
Breaking and entering	14
Building checks	6037
Business checks	2344
Child car seat installations	41
Death investigations	16
Disturbance	63
Drunkenness (Protective Custody)	10
Family Offenses	133
Homicides	0
Larceny	124
Missing persons	5
Motor vehicle accidents	352
Narcotics violations	20
Operating under the Influence arrests	58
Robbery	3
School intervention	25
Sex Offenses	3
Suspicious persons/vehicles	554
Traffic citations issued	3654
Vacant house checks	1075
Vandalism	38
Verbal traffic warning	1323

To ensure prompt service, we responded to and arrived at 95.2% of all calls for service in less than five (5) minutes, with 85.7% of our calls responded to in less than one (1) minute. (These numbers include calls of both emergency and non-emergency natures.)

Although the department experienced only one personnel change in 2009, it was very significant. Sergeant Frank J. Mueller passed away on June 28, 2009 at Tufts Medical Center in Boston. Frank joined the Northborough Police Department in 1976 and proudly served his town until his retirement in 2006. He continued to serve as a Reserve Officer until his death. Frank left his wife, Karen, our Police Department Administrative Assistant; a son, Ted, and three daughters, Michelle, Frankie and Veronica. A U.S. Army veteran of Vietnam and a former New Jersey State Trooper, Frank's passing left a huge hole in the lives of all who knew and loved him, and we miss him greatly.



The popular Drug Abuse Resistance Education (D.A.R.E.) Program continued this year at our elementary schools. Despite the loss of state grants to pay for this important course, and recognizing that we can't wait for such funding to return, we were able to consolidate a former seventeen-week curriculum into a concise ten-week program. Private contributions came forth to ease the financial burden, and we are so grateful to those benevolent persons and groups who came to our aid!

In 2003 we introduced a new program aimed at our elementary school-age children. The "Officer Phil" Program returned again this year and delivered a fun-filled and non-threatening course of instruction that addressed issues of stranger-safety and personal safety to our youngsters. This wonderful program is wholly funded by

contributions from the Northborough business community, and no taxpayer dollars are used.

Our "RUOK" Program (which stands for "Are You Okay?") continues, wherein at-risk members of our senior community receive a telephone call every morning from the Police Department, and are simply asked if they are okay. Please remember this helpful program for any senior citizens that you believe could benefit from a daily check.

Our corps of citizen-volunteers known as the STOP Team (or "Special Teams on Patrol") continues to provide a town-wide neighborhood watch, as well as assisting the Police Department at fireworks displays, educational programs and matters of community safety.

Recognizing the changed post-9/11 world in which we live, the Northborough Police has trained and equipped a C.E.R.T. Team. This stands for Community Emergency Response Team, and consists of a group of dedicated residents who are receiving specialized training in disaster response. Their intended role is to help stabilize their neighborhoods in the event of a significant disaster – whether natural or otherwise. Team members assisted police personnel at Applefest, the town fireworks and on Election Day, to name just a few. We applaud their community spirit!

We continued our popular police bicycle program in 2009 – funded through grant monies. This program was met with wonderful public support, and we thank you for the many kind, appreciative words we received. Our Officers genuinely enjoy the more direct personal contact with our residents.

We have a certified child car seat installer, Officer Phillip Martin, who completed a forty-hour course of instruction to ensure the safety of your children. There is no charge for this service and we strongly encourage parents (and grandparents!) to use his important and valuable service.

As I say each year, please remember that we are your Police Department. As shown above, the majority of our time, effort and services are geared towards crime prevention and the safety of our residents. Every day we strive to diligently seek out and stop crime before it finds us. Please contact us if we can be of assistance to you. We maintain

a vast network of contacts in the social service fields, and we will strive to either help you or direct you to aid. We are available to speak to school, civic and related groups. Do not ever assume that we are too busy to help you – that is exactly what you pay us to do! Your eyes and ears can be a real asset to us. If you see, hear or smell anything that makes you uncomfortable or fearful, please pick up your phone and call us. You may help avert a tragedy. Northborough is a beautiful community in which to live, work and enjoy life and we will strive to help our residents maintain and enjoy the highest quality of life possible.

**Respectfully submitted,
Mark K. Leahy, Chief of Police**

Northborough Fire Services

The following information and statistics are provided for the Northborough Fire Department for 2009:

Department Staffing

The department membership is categorized as follows:

1	Fire Chief
4	Career Captains
9	Career Firefighters/Paramedics
3	Career Firefighter/EMTs
2	Call Firefighter/Paramedics
6	Call Firefighter/EMTs
2	Call Firefighters
3	Call Firefighter Trainees
3	Support Personnel
1	Full-time Administrative Person
2	Part-time Administrative Personnel
36	Total

When benchmarked against other similar-sized communities, Northborough's career firefighter staffing is 41 percent below average or providing 37 percent less career and call firefighters per one thousand population.

Emergency Incident Response

During the year, the Northborough Fire Department responded to 1,903 emergency incidents, performed 819 inspectional services, and authorized open burning 1,486 times. Comparative analysis of eleven other similar-sized communities reveals the fire department operates at a 20% below average cost per capita and 4% above average

cost per incident.

Fire loss during the year totaled \$55,050, with \$22,000 from structure losses, \$31,550 from vehicle losses, and \$1,500 from other unclassified losses. I am pleased to report that there were no fire-related civilian or firefighter fatalities, no civilian injuries, and only one firefighter injury during 2009.

Ambulance/Advanced Life Support

The fire department operates two Class One state-licensed ambulances at the paramedic advanced life support level. These units responded to 1,125 requests for emergency medical services in 2009.

In January of 2009, the Marlborough Hospital became the department's affiliate hospital which provides medical direction for advanced EMTs, intermediates, and paramedics. Medical oversight and medical credentialing is provided at the hospital and at the local level by Doctor Joseph Tennyson, a Northborough resident. I wish to acknowledge the Saint Vincent Hospital for its past role as the department's affiliate hospital and for its partnership in establishing paramedic services in Northborough.

Ladder One Replacement

In late December, the department received delivery of an Emergency One Bronto Skylift with a 114 foot articulating boom, rescue ladder, and aerial platform. This vehicle also has a 2,000 gallon-per-minute pump, a pre-piped waterway, and coupled with its aerial capabilities, is known as a "Quint" or combination unit. The new "Tower One" replaces the 1982 106' foot aerial ladder truck which was bought used and refurbished in 1996. The 2005 Annual Town Meeting approved \$525,000.00 for the purchase of the ladder replacement, with the balance of the purchase price funded from mitigation monies provided by the Avalon Bay and The Shops at 9 and 20 projects.

Equipment Acquisition - Federal and State Firefighter Safety Grants

Notification was received in 2009 that the department, in a partnership with Massachusetts Fire District Fourteen, was awarded a grant by the Central Homeland Regional Council, which provided a mobil signboard

and elevated lighting tower. The estimated value of this grant is over \$20,000, and it provides equipment for the enhancement and support of regional response, mutual aid, and interoperability of responder equipment.

The department received a PVS-14 Night Vision Monocular through a Department of Homeland Security Federal Emergency Management Grant and Commercial Equipment Direct Assistance Program (CEDAP) grant. This unit will compliment the department's all-hazard approach to providing life safety services.

A grant application for a Homeland Security Assistance to Firefighters Grant was submitted for a vehicle replacement for Engine Three, a 1982 pumper purchased used and refurbished in 1995. At this time, the department is awaiting notification as to the award or denial of this grant request.

A S.A.F.E. grant in the amount of \$4,100.00 was also awarded to continue fire prevention outreach to youth, schools, and senior citizen populations who are most at risk from the dangers of fire.

December 11, 2008 Ice Storm and Reimbursement

The ice storm and flash flooding of December 11, 2008, presented a challenge to all town departments, however, with the cooperation of school and town employees working out of the Emergency Operations Center located within the police department building, the town's administrators, department heads, and school and town personnel responded and succeeded in mitigating and subsequently cleaning up debris resulting from the ice storm.

During December 11 and 12, the fire department responded to over one hundred requests for fire and emergency medical services, sheltering, and mitigation of tree and water problems. Many members of the fire and town departments worked in excess of twenty-four continuous hours serving the needs of the community.

Additionally, on December 14 as part of a State Fire Mobilization Task Force, the fire department sent an engine company and four personnel to the Town of West Boylston to assist and relieve their firefighters, many of whom had worked since the evening of December 11 with little or no rest due to the

ice storm's devastation to their community.

In the aftermath of the storm, I attended several meetings at the federal and state levels in my capacity as Emergency Preparedness Coordinator and met with representatives of the Federal Emergency Management Agency and Massachusetts Emergency Management Agency seeking disaster reimbursement for the town. Working together with all town departments, emergency response and protective measures as well as mitigation activities were submitted for federal and state reimbursement, and I am pleased to report that the town recovered approximately \$79,000 in federal and state reimbursement funding for the emergency response protective measures and subsequent clean-up of the town's property and roadways.

Fire Prevention and Public Education

The department continues to be proactive in fire safety, first aid, CPR, and fire extinguisher training throughout the community. Fire education, safety training programs, and the S.A.F.E. program and grant are under the direction of Captain/EMT-I Robert P. Theve. To take advantage of any of our safety or educational opportunities, please call (508) 393-1537.

Regional Firefighting Collaborations

The department continues to be involved at the regional level through Massachusetts Fire District Fourteen for the coordination of mutual aid resources, hazardous materials mitigation response, dive rescue, confined space and trench rescue, weapons of mass destruction, decontamination, and ten alarm/disaster dispatching. The department personnel and equipment also participate in the State Fire Mobilization Plan providing command function, structural, wildland, emergency medical services, and disaster mutual aid throughout the Commonwealth as part of either a strike team or a task force. In addition, the department provides rapid intervention team support services to Berlin, Boylston, Shrewsbury, and Westborough, and as in the past, the department continues to participate in state and county group purchasing bids.

Household Hazardous Waste Collection

Household Hazardous Waste Collection Day was held in November in cooperation with United Industrial Services/Zecco, Incorporated, and the town's engineering department. Over one hundred and fifty households took advantage to properly dispose of their household hazardous waste during this program.

Explorer Post 25

Explorer Post 25, an affiliate of the Boy Scouts of America, Knox Trail Council, continues to provide valuable fire and community support services to the fire department. Explorer members provide fireground rehabilitation for firefighters, assistance with Household Hazardous Waste Day, and snow shoveling of fire hydrants. The Post is under the direction of Firefighter/EMT-P Douglas Pulsifer.

Recruitment

Anyone interested in joining the department or in learning more about career and on-call opportunities is encouraged to contact the department at (508) 393-1537.

I would like to thank the men and women of the Northborough Fire Department for their continued compassion and dedication in responding to the needs of the community and the Town of Northborough for its continued support of the fire department.

**Respectfully submitted,
David M. Durgin, Fire Chief**

Building Department

William S. Farnsworth, Jr. is the Inspector of Buildings and Zoning Enforcement Officer for the Town of Northborough. Frederick J. Lonardo is the Assistant Building Inspector. Louise Leo and Sarah Roach are the Administrative Assistants for the Building Department as well as the Board of Health. As a reminder, building permit forms and useful information can be downloaded from the Town website: www.town.northborough.ma.us. I would like to take this opportunity to acknowledge all the hard work done by each member of this department and to thank them for a job "well done". It is everyone's effort that makes this a "customer friendly" Department.

The following is provided as a statistical summary of permits and certificates issued by the Building Department for the 2009 calendar year:

Building Permits

Single Family Houses (detached)	6
Single Family Houses/units (attached)	44
Two Family (units)	0
Multi Family Houses	
Avalon Bay – 32 units	6
Residential: Additions, Alterations,	
Repairs	85
Non-Residential: New Construction	4
Non-Residential: Additions, Alterations,	
Repairs	26
Barns	1
Decks and porches	27
Demolition: Residential and	
Non-residential	9
Residential garages	8
Roofing/Siding: Residential and	
Non-residential	162
Sheds	10
Signs: Permanent, Temporary	41
Stoves: wood, coal or pellet	26
Swimming Pools: Inground &	
Above ground	02
Temporary: Storage trailers, tents, etc.	18
Wireless Communication Facility	3
Other (retaining walls, awnings, ramps,	
solar panels, change in use)	7
Total Building Permits Issued for 2009:	485
Building Permit Fees Collected in 2009:	\$816,909
Annual Inspection Fees Collected in 2009:	\$2,429

NOTICE TO THE PUBLIC: Please call the Building Department (508-393-5010) before starting any project to confirm what permits are required. State building code and local zoning bylaws require that a permit be obtained for all construction work to be performed. As the owner of the property, it is your responsibility to make sure that all necessary permits are secured before starting any construction project (even if you or your contractor are just replacing or repairing an existing situation). Starting work prior to obtaining permit(s) may result in the normal fee being doubled.

Respectfully submitted,
William S. Farnsworth, Jr.
Inspector of Buildings/
Zoning Enforcement Officer

Plumbing and Gas Departments

The Plumbing and Gas Inspector for the Town of Northborough is A. Richard Desimone.

Plumbing and natural/propane gas inspections are performed in accordance with Massachusetts State Plumbing and Gas codes. The following information is provided as a statistical summary of permits issued by each department for the 2009 calendar year.

PLUMBING PERMITS issued totaled 196. Permits and fees collected and deposited with the Town Treasurer amounted to \$33,361.

GAS PERMITS issued totaled 234. Permits and fees collected and deposited with the Town Treasurer amounted to \$16,475.

NOTICE TO THE PUBLIC: State law requires that only licensed plumbers and gas fitters perform plumbing and gas work. This applies to residential and non-residential units, new renovations or replacement work. As the owner of the property, it is your responsibility that a permit is secured by your licensed plumber or gas fitter. Ask to see their valid Massachusetts Plumbers/Gas fitters license. Your plumber or gas fitter may obtain a permit at the Town Hall during normal working hours. The plumber/gasfitter who pulled the permit can schedule an inspection by calling the Town's Plumbing/Gas Department at 508-393-5010.

Respectfully submitted,
A. Richard Desimone
Plumbing and Gas Inspector

Electrical Department

The Wiring Inspector for the Town of Northborough is Robert Berger. The department issued 320 wiring permits in the year 2009. \$41,345 was collected for permits and fees and deposited the Town Treasurer.

NOTICE TO THE PUBLIC: State law requires that a permit be obtained when any electrical work is performed. This applies to residential, commercial, new construction, any rewiring, low voltage or service upgrade work. All electrical work must be done in accordance with Massachusetts State Electrical Code and any local regulations that may

apply. As owner of the property, it is your responsibility to make sure that a permit is secured. Ask your electrician to see their Massachusetts Electrical License. A permit may be obtained at the Town Hall during normal working hours. The permit applicant can schedule inspections by calling the Town's Wiring Dept. at 508-393-5010.

Respectfully submitted,
Robert Berger, Wiring Inspector

Dog Control

The Dog Control Department consists of two, emergency on call Assistants, Melinda MacKendrick and Ashley Brooks, and one full time Dog Officer, Claudia McGuire. As well as responding to calls, we also maintain a small kennel facility, which houses the stray animals, and is shared by the communities of Northborough and Westborough.

During the past year, fifty (50) animals were caught and confined in the Town of Northborough. They were handled in the following manner:

Forty (40) dogs, having been confined between one and ten days, were returned to their owners. Citations were issued when applicable.

Four (4) dogs, confined for ten days and not claimed, were put up for adoption through a humane pet placement agency.

Six (6) other animals, 3 cats, 1 kitten, 1 fisher cat and 1 carrier pigeon, were also handled under emergency conditions.

In 2009, we responded to five hundred and seventy-five (575) calls:

Loose dogs	147
Found dogs	60
Lost dogs	57
Barking dogs	23
Animal well being checks	20
Dog bites	26
Pooper Scooper	6
Lost/found cats	55
Wildlife	41
Information Requests	140

I would like to thank Town Clerk, Andrew Dowd and Assistant Town Clerk, Teresa Kelly, as well as the Northborough Police Department, for their ongoing cooperation and support.

Respectfully submitted,
Claudia McGuire, Dog Officer

Cable Television Department

The Cable Television Department runs the three community television stations for the Town of Northborough. The Public Access Channel (Charter 11/Verizon 31) plays a variety of locally produced informational, educational and entertaining community shows as well as other community interest shows that we import from public access stations around the nation. The Government Channel (Charter 12/Verizon 30) cablecasts live Selectmen's Meetings and plays municipal and government television shows. The Education Channel (Charter 13/Verizon 29) shows all School Committee Meetings, student productions, and all informational shows relevant to Northborough Schools K-12.

All community television show schedules and bulletin board announcements can be found on the Town of Northborough website under the Cable Television Department. We are now also offering through Video on Demand many local shows that can be replayed on the Internet through the town's website for your convenience.

As always, complete training and use of the professional television production studio, portable equipment and digital editing computers is available at no charge to all Northborough residents for Public Access Television shows. The community bulletin board is available for all non-profit organizations to advertise events and meetings.

The Cable Television Advisory Committee oversees the franchise agreements with Charter and Verizon and responds to unresolved customer complaints regarding their cable television service. They would also like to remind customers who have Charter and Verizon for their phone service that they should check that they have adequate battery backup in case of power outages that would make it unable to use their telephones. Also, those residents who are waiting for Verizon to connect service to their area, should make sure that they have registered their address and email at the Verizon website to be notified as soon as Verizon becomes available in their neighborhood. Dense clusters of potential customers may enable certain areas to be connected sooner than other areas. So please, sign up!

I would like to thank my assistant, Terry Crean, for her invaluable help which has allowed us to expand our programming and online content availability for our community.

**Respectfully submitted,
Kathleen Dalglish, Director
Cable Access Television**

Engineering Department

During the past year, the Engineering Department continued to provide staff support for the Conservation Commission, Earth Removal Board, Planning Board, Zoning Board of Appeals, Recycling Committee and the Groundwater Advisory Committee. The Town Engineer also worked very closely with the Solid Waste Advisory Committee and the Wind Turbine Committee. The Engineering Department also administers all aspects of the Solid Waste Program. The Engineering Department reviews all projects that are submitted to these boards, commissions and committees. All engineering calculations are reviewed for accuracy, and compliance with state and local regulations. Recommendations to bring a project into compliance are provided to the applicant along with review letters to the pertinent boards or committees.

The department monitored ongoing work at the Assabet Farms, Copley Woods, Galahad Estates and Maynard Woods residential subdivisions. This work with the developers and contractors insures that construction is completed as designed, insuring that all subdivision roads are up to town standards before being accepted by the town. With the continued vacancy of the Assistant Town Engineer's position, assistance with inspections of pavement and utility installation was provided by the Public Works Departments on several occasions. In addition, the Engineering Department also monitors private construction projects that have permits from the boards or commissions listed above, to insure that they are being constructed in accordance with the approved plans and permits. Most notably is the third year of the site work for the new retail area located near the intersection of Routes 9 and 20 and the Shrewsbury Town line. Site preparation on the proposed 565,000 s.f. retail project referred to as the

"LOOP" began in 2007 although site work slowed in 2009 and a considerable amount of off site work occurred at the intersection of Routes 9 and 20 with new signal equipment expected to be installed in the summer of 2010. Significant work also continued this past year on the 350 unit apartment complex being constructed by Avalon Bay next to the "LOOP".

The Engineering Department also worked with several other Departments and our traffic consultant, Greenman-Pedersen, Inc., and the Massachusetts Department of Transportation (formerly MassHighway) to hold a public meeting to discuss the completion of the 25% design drawings. The proposed changes are being provided to improve traffic flow in the downtown area, the installation of a new signal at the intersection of Main Street, Hudson Street and Patty Lane with upgrades to the existing signals along West Main Street at the intersections with Church Street and South Street. We are anticipating the 75% design plans will be submitted to MassHighway early in 2010. The Town Engineer also served as Conservation Agent again this year, providing all necessary support services for the Commission, including review, advice and supervision of projects with Orders of Conditions along with maintaining their files and all other administrative work.

I would like to thank my staff Debbie Grampietro, Administrative Assistant, whom I share with the Planning Department and Eileen Dawson, Board Secretary to the Earth Removal Board and the Conservation Commission for their efforts this past year in making the department run smoothly. I would also like to thank all of the other departments for their cooperation throughout the year.

**Respectfully submitted,
Fred Litchfield, Town Engineer**

Department of Public Works Highway Division – 10 Full Time

The winter of 2008-2009 was very busy. It started in December and went into March. Again this year there were no deep snows, but long drawn out storms with small accumulations and a lot of sanding and salting. This tends to be the most

expensive type of storm to battle. Sanding and plowing operations are handled by 13 DPW employees (10 highway and 3 water & sewer) and 7 contractors. This past winter we sanded and salted 24 times and plowed 11 times. Sand mixed with salt can be picked up by homeowners at the highway garage. Homeowners should bring their own pail for filling. During the winter months, when weather allows, the department spends its time: cutting brush, removing dead and diseased town trees, repairing street signs, repairing equipment, building picnic benches, and repairing parks equipment. This year, the tree removal list consisted of 38 trees.

The earliest that Spring cleanup gets underway is March. This is when we clean up the town from the previous winter, which includes the sweeping of all public streets and sidewalks (which takes until June), and cleanup of all town buildings and parks and repair of plow damages. With the retirement of long time Cemetery Superintendent Tim Pease, this year all cemetery clean-up was done by highway staff as well as their regular duties. It was very challenging to take on this new added responsibility.

During the construction season this past year the department undertook several construction projects:

- 1. PAVING PROJECTS:** In the spring upper Howard St, Increase Ward and Oak Ave were paved. In the fall Spruce Hill, Collins and Otis St were ground and paved. All paving monies are State Chapter 90 monies, which are 100% funded by the State, no town funds are used.
- 2. DRAINAGE PROJECTS:** A used clam shell catch basin cleaner was purchased to assist the vacuum truck in cleaning catch basins. It was completely refurbished by the highway crew to make it ready for use. Storm drains continue to be cleaned, which is required by the Federal Stormwater Management regulations. Repair and renovation of drainage structures at Indian Meadow and Madison Rd. were completed.
- 3. CONSTRUCTION PROJECTS:** Guardrail replacement continued, new playset and walking track renovations at Ellsworth-MacAfee were done. Fill

removal at the Highway garage was done. Installation of new red street signs continues.

The DPW also handles composting of yard waste at the DPW garage. This is a major task, as the volume of leaves is daunting. The Recycling Commission has recycling containers for purchase so composting can be done on the homeowners' property. Once the material at the garage has decomposed for a year it is a suitable mixture to add to gardens or lawns. This is available for pickup by homeowners.

We also handle brush and Christmas tree chipping on specified dates. Please check the local cable access channel or the Town website www.town.northborough.ma.us for information.

The rest of the year is spent replacing street signs, patching pot holes, painting centerlines, painting cross walks, mowing parks and roadsides, removing dead trees, numerous other roadside related items, such as hanging banners downtown and lighting trees on Blake Street, small construction projects and handyman activities in Town buildings.

Parks Division – No Full Time

The Parks Division is responsible for the maintenance and upkeep of a considerable amount of park land and buildings in Northborough. This list includes: Howard Street Cemetery, Ellsworth-MacAfee Park, Assabet Park, Memorial Field, the Civil War Monument, World War I Monument, Three War Monument, Howard Street Play Area & Field, Police Station Grounds, DPW Grounds, Town Hall Grounds, Library Grounds, and Fire Station Grounds.

Cemetery Division – No Full Time

In the year 2009 there were 57 burials at the Howard Street Cemetery. The Cemetery took in \$48,520.00 for the sale of lots and graves and \$31,345.00 for burial services.

After 38 years, Eugene "Tim" Pease Northborough's Cemetery Superintendent took his well-deserved retirement in April of this year. His dedication to the cemetery will be sorely missed. Congratulations and thank you Tim!

Water & Sewer Division – 4 Full Time

In the past year 278.6 million gallons of water was pumped from the MWRA. Average daily water use was 0.76 million gallons per day (mgd). Last year it was 0.83 mgd. The Hudson Street sewer pump station pumped 167.6 million gallons of sewerage to the Marlborough Westerly Treatment Plant for treatment.

Fine tuning of the Lyman Street well treatment continues and the addition of the water and sewer utilities to the GIS is also continuing. We have finally received approval from federal and state regulators for additional sewer capacity at the Marlborough Westerly wastewater treatment plant. Northborough's capacity in the plant now goes from .8 million gallons per day to 1.25 million gallons per day. The entire construction project is estimated to cost about \$44 million dollars. This will mean that our portion will be about \$13 million.

Thank you again to the Water and Sewer Commission, Chairman John Meader, Commissioner David Pepe and Commissioner Bryant Firmin for their expertise and administrative guidance.

The entire DPW crew needs to be thanked for their enthusiasm, dedication and determination. Without their skills, this important work would not get accomplished.

**Respectfully submitted,
Kara Buzanoski, DPW Director**

Recycling Committee

The Recycling Committee is responsible for proposing, supporting and monitoring recycling projects in order to increase the percentage of items recycled and reduce the volume of recyclable items that are disposed of in the municipal solid waste.

Our annual swap meet - TAKE IT OR LEAVE IT DAY - was held at 104 Otis Street on the property of Renewal by Anderson. The swap meet has been expanded to include scrap metal collection by Frankenstein's Metal Recycling of Worcester and electronic collection by Metech International as well as having a dumpster for cardboard provided by the Town's collection contractor P. Pellegriano and Sons.

Household Hazardous Waste Day (HHWD)

was held again at 345 West Main Street on the property of United Industrial Services in November with boxes being sold for \$10 each at the Fire Station prior to the drop off date. A scrap metal collection dumpster was also provided by Frankenstein's, during the HHWD collection day.

In lieu of having a booth at Applefest, the Recycle Committee had an informational display in the public library of items that are made from recycled materials. This was done in November to commemorate America Recycles Day, which is celebrated each year on November 15th by the National Recycling Commission as the day for citizens to pledge to recycle.

The Pay As You Throw (P.A.Y.T.) program for curbside trash collection has been successful in significantly decreasing the tonnage of municipal solid waste by encouraging recycling. At present, those who use the town's curbside trash pick-up system are recycling at a rate of 37% in comparison to the 12% rate of recycling for those who utilize the services of a private hauler. In that respect, the P.A.Y.T. system is not only the most equitable system for trash removal, but also the most ecologically sound and environmentally preferred practice.

The Engineering Department continues to accept button cell batteries, rechargeable batteries and mercurial thermometers which are all unacceptable items for the waste stream.

For any questions concerning trash collection or recycling, visit the town website at WWW.TOWN.NORTHBOROUGH.MA.US or call the Engineer's Office at 508-393-5015.

Thanks go to Fred Litchfield, Debbie Grampietro and Eileen Dawson for their assistance to the Recycle Committee throughout the year.

**Respectfully submitted,
Betty Tetreault, Chairman
Recycle Committee**

Board of Health

The Board of Health is a three member Board including Chairman Glenn French and members Deirdre O'Connor and Dr. Dilip Jain.

The Board of Health usually meets on the second Wednesday of the month unless

otherwise posted. The agenda is posted outside the Town Clerk's office and on our Town website at www.town.northborough.ma.us.

The Health Department has dedicated a great deal of effort to preparing and dealing with the H1N1 flu situation and subsequent vaccination clinics this year. Following the Centers for Disease Control (CDC) guidance we have successfully vaccinated a large portion of the population during our ten (10) clinics and will continue to do so throughout the early parts of 2010. These clinics have allowed us to exercise our EDS (Emergency Dispensing Site) plans.

In addition routine inspections continued throughout the year with education and guidance given where needed. Inspections are routinely performed at food establishments, tanning salons, non-private swimming pools, camps and stables. Compliance checks are also done at establishments that sell tobacco.

As a Department we worked extremely hard on our new web page on the Town Website. I would strongly recommend that you use this wonderful resource for many of your health needs. Through this site you can also sign up to receive email updates on pressing health issues, namely H1N1 at this time.

The Health Department also adopted well regulations in 2009.

Permits/Licenses and fees collected and deposited with the Town Treasurer for the 2009 calendar year amount to \$43,954.16.

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2009 calendar year:

Food Service Permits	93
Temporary Food Permits	18
Disposal Works Installer Permits	35
Disposal Works Construction Permits	48
Septage Haulers	10
Semi Public Swimming Pool Permits	3
Motel Licenses	2
Horse Stable Permit	9
Camp Permit	6
Tobacco Permit	20
Body Art Practitioner	3
Body Art Establishment	2
Tanning Salon Permits	2

I would like to make my annual appeal to encourage all residents to consider vol-

unteering for the Medical Reserve Corps (MRC). The MRC is a group of medical as well as non-medical volunteers who are willing to help out in the event of a public health emergency. In addition to this, please utilize our resources made available through the Town website or in our office to best prepare yourself and your family in case of an emergency.

At this time, I would also like to thank the many different employees in the Town of Northborough who have kindly assisted at our H1N1 clinics, without you these clinics would not have been such a great success. Your kindness is very much appreciated.

In closing, I would like to take this opportunity to extend my true appreciation to Sarah Roach and Louise Leo who work tirelessly in the Health Department & Building Department throughout the year. This year has surely brought its challenges with H1N1 and the website redesign and these challenges have all been met with continued dedication and determination to help assure that the public receives the very best service available. I truly appreciate their support and commitment.

**Respectfully submitted,
Jamie Terry, Health Agent**

Council on Aging/ Senior Center

The Council on Aging serves as the advisory body for the Northborough Senior Center, located at One Centre Drive (off Hudson Street). The Senior Center provides social, recreational, and educational programs for those over 60 year of age. In addition, it is a source of information, support and referral through the Outreach Program. The Council on Aging/Senior Center is available as a community resource for anyone who needs information on services for older adults.

Members of the Council on Aging are: Jarl Anderson, Chairperson (Baypath Representative); Maggie Harling, Vice-Chairperson; Linda Cragin, Secretary; and members: Alice Stapelfeld, Diane Barrile, Alan Gustafson, and Deborah Campana, Nancy Berglund, Liaison to School Committee; Adrienne Cost, Friends of the Senior Center Liaison; Jeff Amberson, Selectmen's Liaison. Dick Perron

resigned from the Council this past year. We are grateful for his contributions.

The staff members at the Senior Center are Nancy Dragon and Anne Jackson, Office Assistants; Jocelyn Karabatsos-Ehrhardt, Outreach Coordinator; Priscilla Jay, Meal Site Manager. We welcome Pauline Obray as our new SHINE Counselor and thank Rosemary Hook who resigned from this volunteer position due to work constraints. Rosemary was a great help to seniors with issues regarding health insurance and we are grateful for her time and efforts. Arlene Marshall, Outreach Coordinator, also resigned this year and we appreciate her years of dedicated service to Northborough. We are thrilled to welcome Susan Keir as our new Program and Volunteer Coordinator. This new position is funded in full by a Title III grant through BayPath Elder Services, Inc. and a generous donation by the Friends of the Northborough Senior Center, Inc.

The Senior Center is open Monday through Friday, 8:30 a.m. to 4 p.m. Funding for the Center is derived from Municipal funds, grants from the Massachusetts Executive Office of Elder Affairs, and other grants, gifts and donations. The Council on Aging meets the second Thursday of each month at 7:00 p.m. at the Senior Center. The public is always invited to attend these open meetings.

In addition to the committed staff, the Senior Center enjoys the services of more than 100 volunteers offering their time and talents in the Office, Meal Site, Packing and Delivering Meals on Wheels, as Friendly Visitors, Escorts, Shopping Assistants, Members on the Council on Aging and many other worthwhile endeavors.

The Friends of the Northborough Senior Center continue to be extremely supportive to the Center. Their fundraising efforts continue to benefit Senior Center and its services.

The Senior Center Building Committee and the Council on Aging are thrilled to be moving into the new Senior Center at 119 Bearfoot Road early in 2010. We are pleased with the efforts of Courtstreet Architects, Inc., CMS, Inc. and Groom Construction in creating a building of which the entire community can be proud.

Respectfully submitted,
Kelly Burke, Senior Center Director

Family & Youth Services

I am pleased to present the Annual Report for Family & Youth Services (FYS), serving the Town since 1976.

In 2009, FYS experienced a growing number of residents turning to us for help, in light of the economic crisis. Many came to us in shock as they faced homelessness due to a job loss. For many it was their first experience seeking help for food and fuel to keep their families fed and warm.

Our staff has worked diligently to find creative ways to address this increased demand for our service. For instance, we applied for and received grant funds and utilized the help of 3 Graduate Interns.

In 2009 we assisted a total of 741 residents, comprised of 334 individuals and 407 of their family members through:

- Confidential Counseling
- Clinical Consultation
- Crisis Intervention
- Case Management Services
- Resources & Referrals
- SMOC Fuel Assistance Program
- SNAP Food Stamp Program
- Support Groups for Teens
- Basic Health Needs Program*
- Childhood Obesity Planning*
- Wrap-Around Program**

*Funded by MetroWest Community Health Care Foundation**

*Funded by CrossRoads Community Foundation***

Our programs assisted residents as they faced difficult issues such as:

- Loss of Employment
- Risk of Homelessness
- Financial Difficulties
- Depression & Anxiety
- Sudden Death of a Family Member
- Peer Pressure & Bullying
- Separation & Divorce

Department Personnel

June David-Fors, LICSW, Director
Karen Kazarian, LMHC, Counselor
Kathy Brumby, Office Assistant

Grant-Funded Position

In December 2009 we hired Sandra Peters, LMHC due to a generous \$25,000 grant from MetroWest Community Health Care Foundation. Sandra will provide 12 additional counseling hours a week to eliminate our unprecedented waitlist.

2009 Graduate Interns

Laura Brenninkmeyer completed her internship and graduated in May 2009 from Suffolk University. Marie Wilsker of Boston College interned with us for the Fall 2009 Semester. Clara Diebold of UMASS Boston began in June 2009 and will remain with us until May 2010.

Northborough Youth Commission

The Commission is a Town Board appointed by Selectmen to evaluate community needs and advocate for resources to support residents. Our dedicated members include: Rebecca Haberman, Chair, Lori Mott, Co-Chair, Sylvia Pabreza, Secretary, Sandra Scott & Joan Clementi. We also welcome Student Liaisons: Chrissy Doucette, Suhayla Islam, Holly Bisset and Ellen Yang.

2009 Accomplishments

We received funding for two grants through the Metro West Community Health Care Foundation:

- \$25,000 Basic Health Needs*
- \$20,000 Childhood Obesity*

*In collaboration with Recreation, Health & Planning Departments**

- By offering residents application assistance we were instrumental in Northborough having one of the largest percent increases of people using food stamps in the MetroWest/Milford/Waltham areas according to Department Transitional Assistance.
- Karen Kazarian implemented a Covey Training Series that has been well-received by Department Heads
- We redesigned our website

Community Partnerships

We appreciate our community partnerships as they enhance our ability to maximize resources for residents. A brief list includes:

- Northborough Helping Hands
- Northborough Food Pantry
- Northborough Public Schools
- Northborough Rotary Club
- Northborough Clergy Association
- So Middlesex Opportunity Council
- Northborough Extended Day Program, Inc. (NEDP)

We continue to work closely with NEDP which provides high quality before/after school child care in the Elementary Schools, Grades K-5

NEDP Administration

Lois Kirk, Co-Executive Director
Cindee Morin, Co-Executive Director
Kelly McDonough, Finance Manager

NEDP Board of Directors

Christine Gagne, Steven Haberman, Dennis Maher, Rose DiBenedetto

In closing, we have witnessed first hand that Northborough has not been held harmless from today's economic crisis. Each week we experience the impact on residents, many of whom are seeking help for the first time in their lives.

We are grateful for the support that we have received from the Town Administrator, our community partnerships and the taxpayers who have supported our operations since 1976. This support allows us to carry out our mission to support & enhance the quality of life for Northborough children, families and individuals.

**Respectfully submitted,
June David-Fors, LICSW, Director**

Town Scholarship Committee

The Town Scholarship Committee selected 5 college-bound Northborough residents to receive scholarships. The selection criteria are: scholarly achievement, financial need, community service and character. Scholarships were presented to recipients at a Selectmen's meeting.

**Respectfully submitted,
Laurie Klein, Chairman**

Northborough Food Pantry

The Northborough Food Pantry is available to residents of Northborough or those persons affiliated with one of the churches located in Northborough. The mission of the Pantry is to be a source for supplemental food to those who are on a limited income or with an acute need. The Food Pantry, located in Town Hall, is open to service patrons on Wednesday mornings from 9:00 to 10:30 a.m. and Thursday evenings from 6:30 to 8:00 p.m. Patrons may utilize the Food Pantry one time per week and must bring identification each visit. There is no charge for food. There were 151 households representing 421 individuals

who received food at least once during 2009. Approximately 65 families are using the Pantry on a weekly basis.

The Pantry does not receive support from the Town and relies on the donations of both food and funds to keep the shelves stocked from private citizens and organizations. We are grateful to the many private citizens who organize and/or participate in three major food drives throughout the year: "Scouting for Food" in November, "The Feinstein Challenge" with the schools in March and April and "Stamp Out Hunger" with the Post Office in May. We sincerely appreciate the continued support of the churches, businesses, civic organizations, youth groups and individual donors.

The operations of the Food Pantry are conducted solely by volunteers. For further information call 508-393-6897 or visit our website at www.NFPantry.org.

**Respectfully submitted,
Susan Seppa, Director
Northborough Food Pantry**

Housing Authority

The Northborough Housing Authority (NHA) is a public agency, which provides housing for low-income elderly and handicapped and families. It is regulated by the Commonwealth of Massachusetts through the Department of Housing and Community Development (DHCD) and must adhere to the strict regulations and funding requirements of DHCD.

The Board of Commissioners of the NHA consists of five members and is responsible for establishing policy, planning programs and setting operational goals. The Board of Selectman appoints four of the members and the Governor appoints the fifth member. Current board members are Brad Newman, Rita Osborne, Jean Perry, Raymond Reynolds and Kathleen Polanowicz serves as the state appointee. The Board meets on the first Thursday of each month at 6:30 p.m. in the Colonial Village Community Building at 26 Village Drive.

The NHA currently owns and operates 104 elderly and 26 family housing units in Northborough. Present net income limits for determining admission to state-aided public housing range from \$43,050 for one person

to \$81,200 for eight people. The NHA also owns 8 special needs low income housing units at 152 East Main Street. The program continues to be successfully managed by The Advocates, Inc.

Lynne Moreno, NHA's Executive Director, oversees the operations of NHA including office administration, property maintenance, and the oversight of development projects. Lynne and her assistant Julie Molloy can be reached at (508) 393-2408 to answer questions about applying for housing. The office is located at 26 Village Drive and is open from 9:00 a.m. to 4:00 p.m.

The NHA continues to work closely with the Northborough Affordable Housing Corporation (NAHC) and other town boards and committees. We are motivated in our pursuit to create more affordable housing for the people of the community.

**Respectfully submitted,
Kathleen Polanowicz, Chairman**

Housing Partnership

The Housing Partnership formulates and implements housing policy for the Town including the review of local bylaws to reduce the barriers for the creation of affordable housing; educate residents and promote awareness of the need for affordable housing; and identify and evaluate housing resources for the community.

The nine member Partnership is appointed by the Board of Selectmen and the following boards are represented on the Partnership: Board of Selectmen, Planning Board, Council on Aging, Housing Authority, a real estate professional, and four members at-large. There are currently two positions available on the Partnership, the Council on Aging seat and one member at large seat.

The Partnership has developed a working relationship with the Northborough Housing Authority and the non-profit Northborough Affordable Housing Corporation and collaborates on the coordination and support of future affordable housing developments. In addition to working with these organizations, the Partnership has begun an evaluation of town owned property to determine which parcels or buildings may be viable candidates for the development of affordable housing.

At the 2009 Annual Town Meeting, the Partnership received Community Preservation Act funding to hire a housing consultant to assist us in developing a housing needs analysis for the community. Community Opportunities Inc was hired to work with the Partnership and the report will be completed in 2010.

The Partnership meets on the third Thursday of each month at the town hall. If you are interested in serving on the partnership, please contact Kathy Joubert Town Planner at kjoubert@town.northborough.ma.us or 508-393-5019.

**Respectfully submitted,
Rick Leif, Chairman and
Kathy Joubert, Town Planner**

Veteran's Services

Who are Veterans?

A Veteran is any person, male or female, including a nurse who served in active Military or Naval services during a designated Wartime Period, and served at least 90 days, and who served other than Dishonorable.

Who Administers these Veterans Benefits and Laws?

FEDERAL: Department of Veterans Affairs "VA" for short.

STATE: Department of Veterans Services "VS" for short.

Veteran's Services – Mission

The Department of Veterans Services is a state mandated service, which provides services to veterans, veteran spouses and their dependents. Its authority is derived from Chapter 115 of the General Laws of the Commonwealth. Veteran Agent and Director of Veterans Services is Mr. Richard E. Perron. Services of this department are available to all Northborough veterans, veterans spouses and their dependents. Veterans without sufficient means may contact this department for assistance with burial allowance, on matters of a pension, financial needs, filing claims with the Veterans Administration or Social Security, educational benefits, home loans, hospitalization and medical care, as well as at the time of the death of a veteran.

Ordinary Benefits

Veterans benefits include items pertaining

to household, such as rent and fuel, leisure time allowance, personal needs, moving expenses, medical expenses, catastrophic events (fire, windstorm, floods), medical insurance, infant benefits (one time), children allowance and transportation assistance. Consolidated nursing homes, pharmacies, doctors, hospitals, fuel and dentists are now covered as well.

Additionally, the office is open to any veteran or service personnel who wishes to talk about any matter pertaining to his or her well-being. Visitations are made to those veterans or veterans spouses unable to visit the office.

The office is located in the Town Hall and is open Tuesday 08:30AM to 03:45PM and Fridays at home by appointment on an as needed basis. The office telephone number is 508-393-5024; home 508-393-8378; and cellular 508-847-9590.

**Respectfully submitted,
Richard E. Perron
Director of Veteran's Services**

Northborough Free Library

The highlight of our year was the Grand Opening of the newly expanded and revised library! The Grand Opening took place on Sunday, March 15, 2009, from 2-5 p.m. on a beautiful, sunny day. We estimate that at least 400 people attended. The planning committee, comprised of several Trustees and Friends of the Library, put together the perfect party. We were so pleased to greet everyone and watch the delighted reactions as people wandered around the building.

The library moved out of temporary quarters on Lyman St. in January 2009, the last month of our lease. Though we had a professional moving company, the contractor, Clerk of the Works, and other workers were still in the building, as finish work continued, so we were not able to open as quickly as we had hoped. Furniture and computers arrived throughout February, and the staff was busy setting up work spaces amidst noise and construction dust. As we waited for the Occupancy Permit, we had the computers set up, and started a Voice Mail system, which causes less interruption at our Check-Out Desk, and requires less staff time. It also en-

ables people to leave messages if by chance an employee is away from a desk helping another patron. On Wednesday, March 4, we had a "soft" opening, so that library staff could ease into working with the public in the new building, considerably larger than where we had been before. We now have 26,000 square feet on two levels.

Our timing was great in securing all our financing before the economic crash: two bonds from debt exclusions that provided the majority of the funding, a \$2.1 million construction grant from the Massachusetts Board of Library Commissioners, and some hard-won donations from companies, organizations, families, and individuals.

We have been seeing many new faces, and many people who had not visited for several years. We now have regular visitors who come with wheelchairs, walkers, and motorized scooters, who could only use the library in the past with great difficulty, if at all. With our easy drive-up entrance, automatic doors, wide aisles, and good lighting, the library is much more accessible.

It is also gratifying to see people using and enjoying the library the way we had planned and designed it. The computer lab is in constant use, as are the other public computers. Laptop users enjoy our wireless Internet access, and sometimes take advantage of the service while sitting in the parking lot! The conference room on the lower level enjoys keen competition among many groups. The large meeting room, which seats 100 people, has been used by many organizations, as well as for library programs. The children's program room, which is a space transformed from the basement of the old building, is also dual-purpose. Indeed, there are times when all three meeting spaces are in use simultaneously, with no interference from one to the other.

Our children's room is a delight, with its "star" theme and soft blue and green colors. Parents and grandparents enjoy the comfort of upholstered chairs while the children enjoy their books, games, and puzzles. The teen room upstairs has been a hit with its sophisticated ambiance and three computers just for teen use. There are lots of spaces upstairs for people to sit and read comfortably, or to buckle down for some quiet study and work. We have two quiet study rooms,

and a third room, the local history room, will be ready for that purpose this year as well.

On the down side, budget problems impacted our operating budget. We haven't had the benefit of our own custodian (acquiring a cleaning company for 20 hours a week just before opening to the public) or the Assistant Director, who was our only full-time reference librarian. One consequence was the reduction of library hours, closing Monday mornings and Thursday evenings. In our new building, which is 70% bigger than our previous library, circulation (items checked out) increased as much as 40% some months, for the year's average of a 35% increase. By the end of summer, we had also lost all but one of our pages, but we've recruited and trained many citizen volunteers to help out.

Equal Access Grant

Our library qualified for an "Equal Access" grant from the Board of Library Commissioners in 2008, which provided staff training and then funding for programs from 2008-2009. We had chosen the "Lifelong Learning" component, to purchase materials and offer programs for those over 50. Although we had a late start due to our move and then loss of one of the program coordinators (the Assistant Director), we offered a variety of programs, condensed in a few summer months: a Greek Dancing class; lecture/discussions on the Future of Print Journalism, Basic Retirement Planning, Being a Smart Patient, and International Human Rights; several foreign film screenings/discussions; a game night for adults; a technology "petting zoo", and an evening of "Ask the Computer Geeks".

Additional Programs

Other programs offered for adults were a slide show by a "thru-hiker" on the Appalachian Trail, a talk by author David Brody, and a slide presentation on New England gravestones called "Welcome to the Graveyard!" The library also hosted three book discussion groups.

Our Children's Room geared up their full program offerings again this year, including the popular "Music in Motion" series, drop-in crafts, lunch time and PJ storytimes, lapsit programs, and the acclaimed summer reading series, with performers and a variety

of fun activities. This year's theme was "Starship Adventure," which coincidentally worked well with our star décor.

The Friends of the Library continue to be active, holding a book sale in our beautiful new meeting room, and at Applefest. They also held their annual Basket Raffle and continue to sell used books year-round to fund children's and teen programs, museum passes, and other needed library services. They continue to manage the accounts from our fundraising, enabling the library to purchase all the new furniture, computers, printers, and other fixtures.

Personnel

We also said good-bye to two of our staff at the end of the year: Kerry McGuirl, who handled all the interlibrary loans outside the C/W MARS network; and Sarah Kalb Albers, who cataloged all the materials for the adult collection. Both worked at the Reference Desk, assisting patrons.

Library Hours

MONDAY: 12 noon – 8:30 p.m.

TUESDAY & WEDNESDAY:
9:30 a.m. – 8:30 p.m.

THURSDAY - SATURDAY: 9:30 a.m. – 5 p.m.

Website

www.northboroughlibrary.org

On-line catalog

<http://cmars.cwmars.org/search~S40>

General e-mail

Library@town.northborough.ma.us

Fax

(508) 393-5027

**Respectfully submitted,
Jean Langley, Library Director**

Recreation Department

The Recreation Department provides activities for people of all ages in the community. There is one full time director, one full time assistant and many part time seasonal employees. There are four seasonal brochures mailed to town residents describing all of the programs for the community. All information is available on the towns website: www.northboroughrecreation.com.

The Recreation Department provides full day summer programs for children ages 4

through 8th grade. The Recreation Department is responsible for scheduling use of all fields in town. Recreation is also responsible for scheduling use of the Town Hall Gym. If you wish to rent a field or the gym, please contact the office at 393-5034.

The Parks and Recreation Commission is a five-member board with its members appointed by the Selectmen. The Commissioners are Sean McCann (Chairman), Sean Durkin, Dave Putnam, David Rawlings and Jim Wing. The Commission meets once a month to discuss issues and policies that affect the local park facilities and recreation programs.

**Respectfully submitted,
Allison Lane, Director**

Community Preservation Committee

After the Town of Northborough adopted the Community Preservation Act (CPA) at the November 2004 election, the Community Preservation Committee was created through an article approved at the 2005 Annual Town Meeting. The CPA is a funding source to assist the Town with the acquisition of open space, the creation of affordable housing, and the historic preservation of sites within the community. Through the adoption of a 1.5% surcharge on each property tax bill, the State will match up to 100% of the amount raised by the Town. The mission of the Community Preservation Committee is to oversee the process of implementing the CPA and make recommendations at each year's Town Meeting for the allocation of CPA revenue.

In accordance with the CPA legislation and the Town by-law approved at Town Meeting, the Committee is comprised of representatives from the Planning Board, Conservation Commission, Parks & Recreation Commission, Historic Commission, Housing Authority, and the Open Space Committee, as well as three At-Large members appointed by the Board of Selectmen from citizen applications. Current members include:

- Michelle Gillespie (Planning Board)
- Todd Helwig (Conservation Commission)
- Sean Durkin (Parks & Recreation Commission)
- Don Haitsma (Historical Commission)

- Kathleen Polanowicz (Housing Authority)
- John Campbell, Chairman (Open Space Committee)
- Peter Martin (At-Large Member, serving remainder of 3-Year Term expiring April 30, 2010)
- Andy Clark (At-Large Member, 3-Year Term expiring April 30, 2011)
- Chris Kellogg, Vice Chairman (At-Large Member, 3-Year Term expiring April 30, 2012)

The Committee has established a webpage, available through a link on the Town's website: www.town.northborough.ma.us. The Committee typically meets at the Town Hall, with meeting times as shown on the website. All meetings are open to the public.

Accomplishments in 2009

The Committee conducted two public hearings to consider applications for CPA funding, and met afterward to determine its recommendations to bring forward to Town Meeting. The Town voted to approve the following appropriations:

- \$35,000 to the Town Clerk for Phase 2 of a three-phase project to preserve Town Records
- \$15,000 to the Northborough Town Administrator for the creation of a capital improvement plan for the preservation, rehabilitation, and restoration of the historic Town Hall building
- \$20,000 to CPA Historic Reserve Fund
- \$150,000 from FY2010 CPA funds to the Northborough Affordable Housing Corporation for acquisition of affordable housing units
- \$20,000 from FY2010 CPA funds to the Northborough Housing Partnership for professional services to conduct an affordable housing needs analysis to identify priority groups and types of housing as well as grant opportunities.
- \$150,000 to CPA Open Space Reserve Fund
- \$5,000 to Northborough Trails Committee for trail development projects
- \$24,500 to the CPC for projected administration costs, as allowed under provisions of the CPA

The Trails Committee used CPA funds in 2009 to add new trails and improvements to the growing network of trails in Town.

Also in 2009, the Open Space Committee used \$160,000 in CPA funds previously transferred to the Conservation Fund to acquire 19 acres of undeveloped land off Howard Street which abuts existing Town- and State-owned land on Mt. Pisgah.

The Historic Commission used CPA funds to install signs establishing the Meeting House Common Historic District at the junctions of Church, Howard, Pleasant and Whitney Streets.

The Northborough Historical Society used CPA funds to renovate the Historical Society building at 52 Main Street to install a handicap-accessible bathroom and entrance ramp.

The Northborough Affordable Housing Corporation used CPA funds to reorganize and amend its By-laws and Articles of Organization.

The CPA expenditures to be voted on at the 2010 Annual Town Meeting for FY2011 are based on anticipated funds from both the CPA surcharge revenues and the State match of those funds. The revenues anticipated for FY2011 are \$385,000 from the surcharge and a 28% estimated match from the State of \$107,800 totaling \$492,800.

The Committee set a deadline of December 11, 2009 for receipt of applications for FY2011 CPA funds. Eleven (11) project proposals were received.

Continuing Initiatives

In 2010, the Committee will hold hearings for review of proposals on January 14th and January 28th. The Committee will also continue to update citizens on its work through information on the website and other local media.

If you are interested in learning more about the Community Preservation Committee or the CPA, please contact Kathy Joubert, Town Planner at kjoubert@town.northborough.ma.us or 508-393-5019.

**Respectfully submitted,
John Campbell, Chairman
Community Preservation Committee**

Community Affairs Committee

The Northborough Community Affairs Committee successfully executed our 2009 programs aimed at enhancing commu-

nity life in Northborough. We were pleased with our membership as we have grown to 8 members this year. Our partnerships remain strong and supportive of our programs. We continue to receive support from other organizations which made it possible to sponsor events to promote community life and publicity for the town such as town cleanup and summer concerts.

As usual, our program year began in January with our Annual Winter Ball. The White Cliffs was the setting for this event. As a part of the event, we held a raffle and a silent auction with numerous theme baskets made possible by donations from local businesses and merchants. We were pleased to have Radiance as our entertainment. Their appearance is due in part to funding from St. Mary's Credit Union.

In April, the Northborough Woman's Club co-sponsored the town cleanup with us. This year's cleanup was a banner year for participation. Over one hundred and twenty townspeople joined us in our project to clean up the town. In addition to volunteers, we received support from Town Departments. After the clean up, we held a picnic to thank our supporters at Ellsworth McAfee Field with contributions from local businesses.

The Northborough Community Affairs Committee sponsored four concerts at Ellsworth McAfee Field. The band Chicken Slacks kicked off our concert series followed by: The Cocabanana Band; The Valves; and The Reminisants. Town residents were invited to bring a picnic supper, blanket and or lawn chairs for a fun filled evening with the family. As in the past, we received a grant from the Northborough Cultural Council to help sponsor the concerts. In addition, we received support from donations from Brendan Properties, Hodge Associates, Lexus of Northborough, Tom's Eatin' and Drinkin' Place and Stop & Shop Supermarket Company.

Additionally, we supported the Senior Citizens' picnic. The Northborough Community Affairs Committee supported businesses in Northborough with the Holiday Trolley and tree lighting ceremony.

At the end of the Holiday trolley, we recognized the Ellsworth Family, sang Christmas Carols and had hot apple cider and cookies with town residences and members of the Board of Selectmen.

We look forward to continuing our programs during 2010.

Respectfully submitted,
Linda Abusamra, Marnie Frankian, Virginia Simms George, Patricia Griffin, Lisa Hodge, Louise P. Houle, Linda Levitt and Betsy Moore

Cultural Council

In 2009, the Northborough Cultural Council wishes to thank Mirek Koncandrl for his service on the Council. With his retirement, the Council currently has openings for two additional members. If you have an interest in becoming a member, please contact the Selectmen's Office at Town Hall.

The Council awarded 13 grants in 2009 totaling over \$5200 in support of the arts, culture, humanities and education in Northborough. Some of our grant recipients included: St. Bernadette's School Enrichment Program, the Northborough Senior Center, Lincoln Street School, Proctor School, Peaslee School, Melican Middle School, the Northborough Free Library, Audio Journal, Assabet Valley Mastersingers and the Northborough Area Community Chorus.

We hope you were able to enjoy the programs sponsored by the Northborough Cultural Council in 2000 and we invite you to attend our many programs funded in 2010.

Respectfully submitted,
Terry Crean, Chairman

Northborough Historical Commission

The Northborough Historical Commission is a seven member commission appointed by the Selectmen. Its mission is to identify, evaluate and preserve the historical heritage of the town of Northborough. Historic Preservation contains three basic steps:

- First, Identify the historical assets (buildings, burial grounds, bridges, parks...)
- Second, Evaluate the assets in terms of "historical significance" and
- Third, Protect the assets.

Our key accomplishment in 2009 was the completion of an inventory to document the historic assets of Northborough that are over 100yrs old. This project has been ongoing for several years and was paid for with Community Preservation Act Funds. The project has resulted in two hundred and seventy one properties being documented and sent to the Massachusetts Historic Commission. In addition to the properties, ten structures (bridges & monuments), one park and two burial grounds were also documented.

The contractors conducting this inventory identified twenty one individual assets and six locations within the town as "historically significant". They recommended that these properties be considered for nomination into the "National Register of Historic Places".

Our key efforts in 2010 will be to formalize a Historic Preservation Plan for the Town and approach owners of historically significant properties regarding potential listing in the "National Register of Historic Places".

The Commission meets on the third Wednesday of each month at 7:00 in the Town Hall and we welcome inquiries. Our website is: www.town.northborough.ma.us/Pages/NorthboroughMA_BComm/Historic/nhc/index.html.

Respectfully submitted,
Norm Corbin, Chair

Northborough Trails Committee

The Northborough Trails Committee's (NTC) formal name is the Trails Subcommittee of the Northborough Open Space Committee. Arthur Cole founded the Trails Committee in February of 2001 under the auspices of the Open Space Committee. The Trails Committee's mission is to develop and maintain a viable recreational trail system in Northborough on public and private property by utilizing volunteers from the community. During the 2009 calendar year we had a busy year with our administration, new trail development and construction, and stewardship of existing trails. Some highlights of our years' activities are described below. The NTC encourages everyone to enjoy the Town's natural resources and to participate in NTC activities. Check out the NTC website for other information about

the Northborough trails network at: www.northboroughtrails.org

Mt. Pisgah

The Northborough Trails Committee has agreements with the Northborough Conservation Commission, MassWildLife, and private property owners in the Mt. Pisgah region to perform the services of volunteer trail stewards for the recreational trails on those lands. The Mt. Pisgah area has had an increase in recreational users over the last few years due to word of mouth and news publications about this seemingly remote and beautiful land that makes up the Mt. Pisgah corridor. Due to the increased use of the Mt. Pisgah conservation land the NTC will continue to monitor the trails for needed maintenance and improvements, but feel free to contact me about any concerns or suggestions.

The Mt. Pisgah North View is located in Berlin on private property and over the last several years the view to Boston has become overgrown with trees. In December 2007 the NTC was granted permission by the private property owner to cut trees in order to restore the view. Some clearance work was done in spring 2008, and the final clearance finished in spring 2009. The Mt. Pisgah South View is in Northborough, and also on private property. The South View has also become overgrown with trees during the last several years. Since the town now owns this property, the view was cleared in the summer of 2009.

The Coyote Trail

This trail was constructed during 2008 and has received rave reviews from town residents. In 2009, trail signs were installed all along the Coyote trail.

The Stirrup Brook Trail

On August 11, 2008 the Northborough Trails Committee received the final approval needed to begin construction of a new trail located on the property of the Algonquin Regional High School, and on November 29, 2008 the trail was completed. This trail was officially named the Stirrup Brook trail in 2009. Trail signs were installed in 2009 as well.

Cold Harbor Trail

In Fall 2009 N.T.C. volunteers and scouts from Troop 1 completed a 200 foot installation of 3 foot wide board walk through the wet meadow on Cold Harbor trail mile trail that precedes the entrance to Cherry St. near Phil Gott's farm. This was an Eagle Scout project for Greg Farrell; Charlie Bradley was Greg's mentor for the project.

Other News

In June 2009 Trail Committee Chair Charles Bradley moved to Connecticut and decided it was best that he step down as Chair due to the relocation. Robert (Bob) Mihalek volunteered to become Chair and was unanimously approved by the volunteers attending the meeting.

NTC Funding

The NTC is a volunteer committee without a Town budget, but we need funding to purchase materials for trails development and maintenance, as well as for needed equipment to develop and maintain the trails and associated programs. In 2008 we received \$5,000.00 through the Community Preservation Act, and we would like to thank the Town residents for voting in favor of our request at the annual Town Meeting.

The NTC meets the third Monday of each month at the Police Station and volunteers are always welcome. Don't forget to check out the NTC website and either download the trail maps or stop by the Planning Department for a map packet. Enjoy your Town's natural resources and get outside and take a hike on one of the wonderful trails available.

**Respectfully submitted,
Bob Mihalek, N.T.C. Chairman**



Northborough School Committee

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Susan D. Sartori, *Vice Chairperson*
Nancy W. Berglund, *Secretary*
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Director of Student Support Services
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Sheri-Lynne Matthews, *Budget Officer*
Robin A. Mason, *Financial Coordinator - Northborough*
Pamela E. Hite, *Financial Coordinator - Southborough*
Leeanne Wilkie, *Financial Coordinator - Algonquin*
Suzanne L. Houle, *Financial Clerk*

Superintendent's Message

Charles E. Gobron, Ed.D.
Superintendent of Schools

As I reflect on the school events of the 2009 year, the first theme that comes to mind is appreciation. I greatly appreciate the support the citizens of the Town of Northborough continue to show for quality education in the preK-8 schools. The efforts of our five elected School Committee members as well as the cooperation shown by our appointed and elected town officials have enabled us to continue to meet the needs of students despite the serious fiscal constraints we are facing. In addition, the investment and commitment of educators, parents, students, and Northborough community members is truly appreciated as we collaborate to fulfill the purpose of our mission statement of *maximizing student achievement, social responsibility, and life-long learning in supportive and personalized learning environments*.

Collaboration is another theme that has been evident to me during the past year. As we work together to prepare students for

a world where critical thinking, teamwork, technological understanding, and the ability to influence others are essential skills, the importance of collaboration takes on more meaning. Educators in the Northborough schools have a strong history of collaboration, often working together to prepare lessons, devise common assessments, and explore innovative ways technology can be integrated into curriculum for the purpose of strengthening student learning. Parents, staff, and community members at each of the Northborough schools collaborated again this year to create and implement five unique School Improvement Plans, models that contain academic, social, and community goals that result in more comprehensive learning experiences for students. At the same time, principals and teachers at each school work among themselves to develop consistent strategies to ensure that all Northborough students access lessons that are aligned to the standards found in the *Massachusetts Curriculum Frameworks*.

Continuous learning is a third theme that has been prominent during the past

year. We have been most fortunate that a strong history of exemplary professional development opportunities for educators has existed in the Northborough schools. This past year was no exception, as opportunities for continuous learning in the areas of mathematics, English language arts, science, social studies, fine arts, and technology were available to educators and to interested community members. The members of the Northborough-Southborough Professional Development Committee explored many options and brought high quality workshops, seminars, and graduate-level courses into the district. The quality of offerings that took place on the four successful professional development days was outstanding, but even more impressive to witness is the enthusiastic way in which educators in Northborough have embraced district-wide initiatives in student assessment, reporting strategies, and inclusive classroom practices. A number of vibrant school and teacher websites are evident in the district, and many educators are versatile in the use of new technologies such as Eno Boards and collaborative on-

line tools. It is also pleasing to see that an increasing number of grants have been written so that educators can continue various learning initiatives despite the current fiscal constraints.

The fourth and final theme is that of celebration. Incredible things have been happening in our schools. Students are developing a love of learning and habits of mind that will prepare them well for the skills needed for their futures. Lessons are continually personalized so that students with disabilities can access the curriculum in safe and caring environments. Social competency programs are helping students cope with new 21st century pressures such as cyber-bullying and inappropriate texting. Community members are frequent visitors to the elementary schools, and school assemblies take place to celebrate the arts and to mark special occasions throughout the year. Northborough's Parent Teacher Organizations continue to be a tremendous gift to each school. The amount of volunteer hours and the amount of funds raised by the PTOs is absolutely inspiring! This past year local newspapers featured various school initiatives as well as the accomplishments of so many Northborough students that people questioned whether the schools had employed their own public relations agent! In 2009, I was invited to the State House for the second year in a row to celebrate the outstanding accomplishments of Northborough teachers. I had a chance to celebrate the reputation that Northborough schools have earned throughout the Commonwealth, a reputation that is due not only to the hard work of our educators, students, and parents, but also to the continuous support of the Northborough community.

Lincoln Street School

Beth Ludwig, Principal

The year seems to be going by so quickly. These months, however, have given me opportunities to witness the hard work of an amazingly driven staff, the energy with which students approach their work and the support of a dedicated parent community. The actions we have taken in these past few months and will take in the coming year will help us continue growing and will help sharpen our improvement goals for the future.

When I came to Lincoln Street, it was not only important to me that the school explore new ideas, but it was also important that we develop common, long-term priorities and outcomes. Our conversations now will guide important decisions about curriculum, student learning, school culture and values. The staff and school council are reviewing education research and theory to engage in collaborative discussion, evaluating the question: *What would successful graduates look like, be like and be capable of doing with their learning?*

Curriculum is certainly my passion as an administrator. I have always enjoyed working closely with students and watching their ideas and knowledge take shape as they take risks to further their understanding. The teachers at Lincoln Street put forth an incredible amount of effort to make learning meaningful and engaging for students. Teachers are integrating new *Kidspiration* software to help students organize ideas for writing. Students are learning how to use Excel to store data and create graphs. Fifth grade classes are incorporating new Eno Board technology to engage students in math, science, social studies and reading in ways that you just have to see to believe! Of course there are many points in the day when being wired in isn't necessary to hook students on learning. Kindergarten students take part in sensory centers once a week to develop their fine motor skills for academic tasks like handwriting and cutting.

Staff members are also in the process of continually improving their instruction through professional development. Some teachers have taken part in Category 1 English Language Learners training while others attended a workshop to investigate critical thinking, problem solving and scaffolding instruction in mathematics.

The success of teachers and students is strongly supported by the ongoing efforts of our Lincoln Street School community. I have had the wonderful opportunity to build relationships with parents early on and have enjoyed our conversations at the many gatherings made possible by the Parent Teacher Organization (PTO). The PTO fundraising efforts continue to support and enrich the students and teachers in a variety of ways. We are very grateful for their participation.

I have had the pleasure of witnessing ways in which Lincoln Street School students and staff show appreciation for and offer support to the community. Our monthly, school-wide Community Meetings bring us together in unique ways. One of our most cherished meetings was our teacher-organized Veterans' Day celebration to which students invited relatives who are military veterans. We honored them with biographical presentations, the Color Guard and patriotic songs performed by each grade level.

The more I learn and grow to understand about this outstanding school, the more encouraged I become about the possibilities that exist.

Peaslee School

Scott R. Bazydlo, Principal

The Marguerite E. Peaslee School community is one where faculty, staff, parents, and students all work together to foster a creative learning community that is known for its inclusiveness and family-oriented environment. The shared commitment for the success of every child is inspiring.

The Peaslee School Improvement Plan highlights goals related to parent and community relations, curriculum & instruction, professional development, and several other important areas. We have had an exciting year full of initiatives that tie into these goals and continue to sharpen our educational program and the experience we offer each child.

After much discussion about the things that are important to us as a learning community, we have developed new Core Values to guide our work at Peaslee. These principles will be the foundation of the work and behavior of both children and adults in our school. With these Core Values we've created an acronym, the word "PRIDE". We always show our Peaslee PRIDE!

PERSEVERANCE – RESPECT – INTEGRITY – DIVERSITY – EXCELLENCE

The entire Peaslee team has been involved in a balanced literacy initiative this year. We spent two professional development days on topics such as guided reading, literature circles, and reader's workshop. The skills teachers acquired during these sessions will be supported throughout the

year with ongoing coaching and support. We are already seeing positive results in the classroom resulting from the use of these excellent teaching practices.

Each grade level has committed to participating in a Social Action Project this year. This speaks not only to our commitment to the community, but also to ensuring our students learn the foundations of citizenship. Already this fall, our fourth grade students have run a baby food drive and the third grade is currently involved in a Toys for Tots campaign. The rest of the Peaslee students are hard at work planning their projects. We are proud to be able to make a difference both in Northborough and other local communities.

Each day, amazing work is done within the walls of this neighborhood schoolhouse. To think of how far education has come in forty-eight years is breathtaking. We are preparing children to enter an extremely competitive global workforce where a great deal of value will be placed on an individual's creativity, resiliency, technological proficiency, and other 21st century skills. On any given day, a visitor to Peaslee could observe a class utilizing a set of laptops, another participating in small collaborative work groups, while yet another works on a cutting edge interactive whiteboard. It is the combination of these types of critical thinking and interpersonal skills that will prepare our students for a successful future.

The future is bright indeed! Members of the Peaslee community continue to "Aspire to Go Higher!"

Proctor School

Margaret E. Donohoe, Principal

Proctor School is a hub of the community where people of all ages can come together to learn, have fun, be productive, and feel safe. We welcome everyone to become actively engaged here at our school. Incoming kindergartners are invited to participate in a variety of transitional activities that include springtime story sessions, enrichment programs, and family oriented gatherings. Our youngest students' families have the option of enrolling in full-day or half-day kindergarten. The children attending the full-day program reside in our Proctor School district, while the composition of the half-

day class is made up of children from other Northborough elementary school districts as well as our own. Throughout the school year our students in kindergarten through grade 5 are matched up in buddy classes whereby students at different grade levels are partnered together to participate in a variety of specifically designed lessons that are created by our classroom teachers. Algonquin Regional High School students share their talents and interests when they sign up to be student interns or when they bring their DECA business/marketing projects into our school. Parent volunteers are an integral part of our classroom, library and computer lab programs. Senior citizens visit the school to volunteer their services or participate in our monthly Intergenerational Brunches and/or Board Game Buddies programs. Our Intergenerational Brunch program was recognized recently in Washington, D.C. for a "Character Education Promising Practice Award." All of these opportunities provide everyone with the ability to make friends and develop meaningful relationships within our school.

This year our School Council and staff members have investigated ways to use the data that we collect in various curriculum areas to drive instruction. Our Reading Specialist, Learning Center staff, Title 1 Teacher, ELL staff, and classroom teachers meet to provide an array of educational opportunities that focus on student learning. Many of our initiatives are enhanced by wonderful enrichment programs sponsored by the Proctor PTO. Our entire school body participates in monthly attribute assemblies that focus on respect, kindness, problem solving, and reaching out beyond ourselves.

Our school community is resourceful and energetic. During the course of the school year several committed parents and students organized a school grounds beautification project. With the support of the Proctor PTO, the Northborough Garden Club, and Girl Scout Troops, raking, pruning, and planting took place. We are eager to see the fruits of the labor when the foliage blooms in the spring. Additionally, the Corridor Nine Chamber of Commerce funded two grants for our school:

- "2, 4, Sticks, Celebrate the World of Music" written by Judy Scally, our General

Music Teacher, to enhance our Social Studies curriculum through music. New musical instruments will be purchased to enrich opportunities presented in our music classes.

- "Festival of Nations" submitted by Joann Giancola, our Librarian, and Lori Miller, our ELL Teacher, will help our students develop a better understanding of diversity as they explore world cultures with all of our students in kindergarten through grade 5.

Throughout the year our families participate in a number of outreach programs. We continue to partner with the Andrew Wilson Charter School in New Orleans that is rebuilding after the devastation of Hurricane Katrina. We also support the Northborough Food Pantry, the Metro West Baby Food Drive, U.S. Marine Corps' Toys for Tots program, Children's Hospital, and a post Halloween candy and letter writing drive for the military serving overseas. The American Legion, Northborough Jr. Women's Club, and the PTO join forces to cover the shipping charges. We welcome community involvement – our Proctor School community stretches across the world!

Zeh School

Susan A. Whitten, Principal

As 2009 comes to a close, I am pleased to report that the Marion E. Zeh Elementary School continues to be a joyous community of learners. Our students, staff, and families have sustained a love of learning and a commitment to community service in spite of challenging economic times. The year continues to find us dedicated to improving our instructional techniques while also focusing our attention on how we work together.

All members of our school community need to feel emotionally and physically safe in order to maximize learning. We have worked diligently to assure safety through instruction in the classroom and enhanced safety features within our school. This year saw our staff collaborating on how to best create, implement, and sustain "Rules at School." Through a Corridor Nine Chamber of Commerce grant, materials for extending and refining adult knowledge of creating

positive classrooms were purchased in the spring. We worked together to formulate strategies for developing classroom rules, which would then be extended to school-wide rules. In September, our students and staff worked alongside each other to create our Zeh School Constitution, which established our school-wide expectations for behavior for the year. Our students and staff review our Constitution on a daily basis to maintain a positive school environment. This work has extended outside of our school day to the Northborough Extended Day Program, where many of their staff members are using the same expectations and practices. We are proud of the steps we have taken to further enhance a safe feeling within our school.

A wide range of types of children from pre-school through grade five are enrolled in the Marion E. Zeh Elementary School. Our staff is constantly searching for methods to improve our teaching so as to maximize student learning. This year, we worked closely with Dr. MaryAnn Byrnes of UMass Boston to consider methods for optimizing teaching through the analysis of student data. In doing so, we created checklists of instructional accommodations which will allow all children to access the curriculum. Teachers are incorporating these accommodations into their teaching in the classrooms to provide students with a variety of ways to learn. In addition, new materials for completing Child Studies have been developed by our staff, further enhancing our analysis of student work.

Our teachers have also been working on using educational standards set by the district and the state to assure a full instructional program for their grade levels. We have worked with Louise Thompson, Senior Consultant of ASK Professional Development to plan standards-based units of instruction and assessments to document student learning. This has supported our move towards a standards-based progress report for all students, which is in its second year of a pilot. Our progress reports now provide the parents and guardians of our students with information specific to each curriculum area taught at each grade level.

Outside of our academic programs, our school has devoted a great deal of attention to helping all members of our community

lead a healthy lifestyle. We have dedicated time out of the year to promote eating well, exercising, and taking care of oneself. Our staff participated in "Work in a Walk at Work," while many of our older students participated in the first Zeh School Triathlon. Additionally, we continue to challenge ourselves through our Project Adventure Course.

We look forward to 2010 with great anticipation. The year will find the Zeh School Community exploring many different ways to take better care of our environment, to continue our work on health and wellness, and to challenge ourselves to learn.

Melican Middle School

M. Patricia Montimurro, Principal

The Robert E. Melican Middle School is home this year to one of our larger populations, nearly 650 students, who are in the middle of their K-12 educational journey. Each of the three grade levels offers singular challenges and experiences. Our sixth graders are transitioning to the large, three-story brick building where they experience their collective power as a class of over 230 individuals. They quickly learn their way around the building as they interact with caring educators who will ease them into a full schedule of different classes and different teachers. Our seventh graders adjust to their place "in the middle of the middle" and take on more academic coursework with their foreign language study. They celebrate their learning with a favorite interdisciplinary activity – the Greek Festival, when our gym transforms into an Olympic stadium as a culminating activity. Our eighth graders feel the impact of being our "senior" class, with unique responsibilities and privileges, as they begin to realize that high school is not far off. Traditional fall visits to both Algonquin Regional High School and Assabet Valley Regional Technical High School offer a concrete reminder that their time as middle schoolers is waning, and this helps them consider the importance of the daily work presented in their classes. Students in all grades are challenged to learn every day with active learning experiences that are directly tied to the Massachusetts Curriculum Framework standards in all subject areas. Our students are well prepared for both the March and May MCAS experiences, and we

witness how seriously they approach these important assessments that will culminate in ninth and tenth grade high-stakes testing.

Our commitment this year has been to create a "Connected Community" at Melican, where adults and children form bonds that support learning and help students with the inevitable struggles associated with these early adolescent years. Improving school culture and addressing bullying behaviors are two of the goals established in our fall professional development work. TASK (Teachers, Administrators, Students for Kids) is a new group formed to support our efforts. Students from all grades were selected to participate in TASK, preparing them to become peer leaders. Research shows that empowering students is the most effective way to combat student disrespect and bullying, and participation in workshops offered through MARC (Massachusetts Aggression Reduction Center) at Bridgewater State College began the peer leadership training in the fall. Results from the MetroWest Adolescent Health Survey, taken in 2008 by our seventh and eighth graders also guided our improvement efforts as we considered the feedback from students about safety, mental health, school attachment, and bullying issues.

Our School Improvement Plan contains four main goals:

- Curriculum and Instruction
- Technology
- Respectful Community of Learners
- Student Achievement

These goals offer the broad framework for all of our work, and we continue to examine our growth in each, looking for authentic feedback to guide our planning. Our 2009-2010 School Improvement Plan took on a new look as we outlined each objective with two categories, "What's been done" and "What's ahead." Also added to the Plan was a Glossary of Educational Terms, explaining some of the language that educators use on a daily basis, but which may not be clear to the many other adults who are interested and invested in the school's improvement.

Middle school years are filled with promise and challenge, and we very much appreciate the support for our work offered by parents and the extended Northborough

community. This quote reminds us of the importance of our work:

"If we are to reach real peace in this world . . . we shall have to begin with the children." - *Mohandas Ghandi*

Student Support Services

Barbara E. Goodman, Director

The core values and vision of the Northborough school district include an uncompromising belief and commitment to all of our children so that they can learn, belong in, and contribute to our school communities. Students who are challenged by disabilities, learning differences or life events beyond their control often require specialized supports to reach these goals. The Student Support Services department partners with classroom teachers, specialists and principals to ensure that all children receive a meaningful educational program within our neighborhood schools.

The Northborough district maintains a comprehensive Student Support team in each building to ensure that the district can fulfill this commitment. Each team includes special education teachers, reading specialists, school psychologists, guidance counselors, speech language therapists, behavior specialists, occupational and physical therapists, English language educators, nurses and instructional aides. The districts' Nurse Leader, Autism Specialist and Inclusion Specialist are additional resources for the teams as well.

Members of these teams, along with classroom teachers and building principals, meet regularly to identify children who may need supportive interventions to help them access curriculum. These multidisciplinary teams informally assess children in their classrooms and create new opportunities for students to experience success. Short or long-term plans may be developed and reviewed regularly to ensure that every student achieves success.

The district's visionary approach to student learning ensures that each school meets state and federal legislative requirements. Individuals with Disabilities Education Act (IDEA) and No Child Left Behind (NCLB) both mandate that our schools demonstrate accountability for student performance. Student progress is continuously

assessed on an individual level as well as district level to ensure that all children meet appropriate standards.

The Northborough district, like all districts in the Commonwealth, continues to see an increase in the number of children with autism, fragile medical conditions, mental health issues and complex learning challenges. A continuum of programs for our most complex, challenged learners has been developed in collaboration with the Southborough district. Each of these programs successfully educates our children in the least restrictive setting, the neighborhood school, and ensures that all students have the opportunity to learn and grow from each other.

During the 2009-2010 school year, the Northborough district is benefitting from a federal stimulus grant designated specifically for special education services. While this grant is time limited, funding has been extraordinarily helpful in supporting our work to increase professional expertise and expand the district's capacity to support our most complex and fragile learners.

Curriculum, Instruction, & Professional Development

Ewa Pytowska,

Assistant Superintendent of Schools

Professional Development: A District-wide Commitment

During 2009, the Professional Development Committee, co-chaired by Ewa Pytowska, Assistant Superintendent of Schools and Melinda Kement, a Peaslee School teacher and long-time member of the committee, continued the tradition of developing a district-wide Professional Development Program that supports district staff in their individual professional growth. In 2009, the Committee reaffirmed four core values as its guiding principles:

- To support and sustain a community of professional educators dedicated to life-long learning
- To create a professional environment where choice and opportunity are at the heart of the learning process
- To provide equal access to meaningful learning for all members of our educational community

- To champion practices that are valued and that align with district philosophy.

In 2009, the district program was developed to include over forty workshops which reflect common strategic and building based goals. They offer diverse pathways to expanding educators' knowledge and skills. Most importantly, they encourage individuals to challenge their own learning. The workshops are organized in strands which reflect teacher interests and talents.

- Exploring Content and Content Related Pedagogy
- Supporting Learning for Students, Teachers & Administrators
- Inspiring Learning through Technology

A new initiative was the purchase of Smart.edu software that supports a web-based registration process. Close to seven hundred teachers, support staff, instructional aides and administrators successfully registered for workshops using the web-based system.

In addition to the two district-wide professional days, two school-based days that are specific to the needs of each school are also scheduled. The Lincoln Street School faculty welcomed its new principal and together engaged in learning about the needs of English Language Learners. At Peaslee School, teachers working with a consultant gained knowledge of the key components of a balanced literacy approach including guided reading, writing, and word study. Proctor School staff focused on new software for use with English Language Learners. They worked with a consultant on decision-making informed by multiple data sets. The principles of the Responsive Classroom model were also reviewed. At Zeh School, staff worked with a consultant on planning standards-based units of study based on "Essential Questions." At Melican Middle School, staff worked collaboratively to address the issue of bullying. A slideshow from the MetroWest Adolescent Health Survey made a strong impression on the staff. It provided data gathered from Melican students last year.

Instruction for All Students, a course required of all beginning teachers, is again being offered by the district. It emphasizes standards-based education and effective practice grounded in current research.

Mentoring, a form of professional development, is coordinated by two mentor coordinators. They work with principals to match mentors and mentees effectively, organize and facilitate meetings, and troubleshoot all aspects of the program. All new teachers are expected to participate.

Curriculum and Instruction: The Continuous Improvement Cycle

Curriculum committees offer opportunities to influence curricular and instructional decisions made in the district. At any given time, between eight and ten Northborough educators provide leadership as committee chairs. Members of the committees engage in development of curriculum benchmarks, common assessments, units of study and in some cases, student support programs. In 2009, curriculum teams formulated standards-based descriptors for the progress report. As part of developing and revising curricula and strengthening vertical articulation across the grades, the teams continued to monitor alignment of district benchmarks with the state curriculum frameworks.

In 2009, implementation of the new Northborough *Progress Report* brought the teams together around this clearly articulated task. Using performance descriptors derived from state standards and district performance benchmarks, the progress report aims at helping children build on strengths. Designed to help families support each child's individual learning needs, it underscores the importance of consistent effort in student performance.

The Technology Committee promotes integration of technology tools and practices in all curriculum areas. It attends to both immediate needs of teachers as well as planning for the future. Last but not least, four teams focus specifically on the needs of students: *the Early Childhood Team, the English Language Learners (ELL) Team, the School-Wide Assistive Technology Team (SWAT), and the Health and Wellness Team.*

The Superintendent's Curriculum Advisory Committee chaired by the Assistant Superintendent, is unique in that it attracts parents, school committee members, teachers, as well as administrators from Northborough and Southborough. This committee focuses on discussion of emerging

issues and topics of interest to the members.

The Early Childhood Study Team is chaired by Kathleen Behrens from Proctor School. The team's consistent focus has been common assessments and best instructional practices. Science assessments were created in a summer workshop and social studies assessments are to be developed next.

The English Language Arts Curriculum Team is co-chaired by Valerie Burdette, an English teacher at Algonquin and Jana Gardella, a reading specialist at Zeh Elementary School. At the elementary level, the team established common procedures for administering district-wide writing prompts, and suggested grade-level writing prompts. The team continues to review the elementary district-wide writing rubric and the grade-level exemplars used to score student writing. The secondary team reviewed and endorsed the 21st Century Skills that committee members believe to be essential: problem-solving, innovation, initiative, accessing and analyzing information, collaboration, attention and focus.

The Elementary Mathematics Curriculum Team is co-chaired by Lorie Caldicott, a fifth grade teacher at Lincoln Street School, and Liz O'Neill, a fourth grade teacher at Proctor School. The team developed a guide to the mathematics section of the progress report at grades three, four and five. Divided into the five strands taught in the elementary grades, the guide reflects the standards in the Massachusetts Mathematics Curriculum Frameworks. Knowledge of basic concepts and ability to apply them in real life, as well as problem solving skills, are stressed at all grade levels.

The Secondary Mathematics Team chaired by Tom Griffin, a Trottier Middle School teacher, continues to focus on the needs of underperforming students. In order to monitor student placements and to avoid class changes partway through the year, the team examined vertical alignment of the 8th and 9th grade level programs. The team also completed a guide to online resources for students that reinforce algebra skills.

The Science, Technology, and Engineering Curriculum Team is co-chaired by Kristen MacDonald from Proctor School, Lori Gompf from Trottier Middle School, and Lori Zanini from Algonquin Regional High

School. The team clarified and finalized the descriptors for the new progress report with attention to the depth of cognitive challenge embedded in the descriptors. Through this process, standards were clarified at each grade.

K-12 Social Studies Curriculum Team is co-chaired by Nate Uttaro, Algonquin social studies teacher and Ariella Greenspan, a third grade teacher at Peaslee School. The team revised the K-5 descriptors for the new progress report. Descriptors were vertically linked to demonstrate progress across the grades in geography, history, civics, and economics.

The World Languages Team welcomed its new chair, Norma Bauer-Lostau-nau, a teacher of Spanish language and culture at Algonquin. The team continues to facilitate collaborative relations between the two middle schools and Algonquin.

The Arts Curriculum Team is chaired by Rebecca Makara, a Northborough music teacher. In 2009, she was joined by George Hancin, an Algonquin art teacher. The team continues to review the preK-12 curriculum documents that inform art, music, theater, and dance programs. Team members developed two progress report templates, one in elementary visual arts and one in instrumental music. In the summer, a supplementary unit on tone and technique was created.

The English Language Learners (ELL) Team is chaired by Rhoda Webb, the district's coordinator for English Language Learners. The team focuses on effective communication with culturally and linguistically diverse families. A summer workshop facilitated by the team's chair resulted in a much needed ELL curriculum document.

Instructional Technology *Jean E. Tower, Director of Technology*

Instructional technology plays an integral role in education today. Our Strategic Plan says that we will integrate technology "to support learning, teaching, and organizational needs of the district." It also commits us to providing a robust technology infrastructure in order to move toward the stated vision: "State of the art technology is available and utilized throughout the school environment to enhance the curriculum and increase productivity."

The Technology Plan, *Putting the Pieces Together* (www.nsboro.k12.ma.us/technology/TechPlan.pdf), has provided a vision as well as a roadmap. The plan includes educational, community, staffing, and professional development goals. We have made progress on many of the goals in the plan, but challenges remain. Since last spring, there has been a planning committee in place working on a new three-year technology plan for the schools. We are reviewing all aspects of the current state of technology and are assessing our progress against the goals that were written in the long-range plan back in 2004.

In planning for future needs for technology, we recognize that there will always be a mixture of items and staffing that the schools will continue to require. We need a robust network infrastructure and sufficient bandwidth to meet the demands of online learning. We need to provide access to computers and software that meet the teaching and learning goals of our district. This means having plans in place for a regular replacement cycle of hardware and for upgrading software. Software upgrades, maintenance, and infrastructure improvements are necessary, on-going items. When thinking about replacement of hardware, the "life expectancy" of that hardware must be considered. In schools, we have typically expected the lifetime of hardware to be 5-8 years, well beyond what industry calculates the life of computer hardware to be. The Massachusetts Department of Elementary and Secondary Education (DESE) now requires schools to meet the benchmark of replacing computers every six years. This translates to an annual budget that allocates for the replacement of 17% of the existing hardware every year. It will be a challenge for the school district to meet the budget needs of technology in these tight economic times, but the integral role that technology plays in education and in lifelong learning is irrefutable.

In the area of staffing, we do still have unmet needs. The staffing benchmarks from the DESE suggest that we should have certain ratios of technical support staff, instructional technology support, and a data management person. We still have staffing goals that would help us meet with these benchmarks.

In spite of budget shortfalls, our students and teachers work to integrate effective technology use in the curriculum, using computers to conduct research, write, create multimedia presentations, and to access the curriculum in many subject areas through content specific software. Literacy in today's world is not possible without technology literacy and we begin early educating our students in relevant and safe uses of technology, always in age-appropriate ways.

The heart of the technology plan continues to be a focus on integrating technology into the curriculum and providing access to all. This year as we undergo our planning process, we will review our current status in comparison with latest research, national best practices, peer districts, and our own goals. We will focus on the core belief that what matters most is what students and staff do with technology to achieve critical learning goals and master 21st century skills.

Grants

The following is a brief summary of the federal and state grants the Northborough Public Schools received in 2009.

Three federal grants are administered through the Office of the Assistant Superintendent. Title II and Title IV support professional development, while Title I supports tutoring for underachieving students in Northborough Public Schools. Under No Child Left Behind regulations, a percentage of Title I, II and IV funds must be shared with private schools that qualify for assistance. The amounts allocated to St. Bernadette's School are reflected throughout the report below. Technology grants are administered by the Technology Director. Three grants designated for services to students with special needs are administered by the Office of Student Support Services. The Enhanced Health Services Grant is administered by the Nurse Leader, and the state Kindergarten grant is currently jointly administered by the Business Office and the Superintendent.

Title I Entitlement - \$59,138

Title I provides funding for interventions that benefit underachieving students by helping students from Proctor, Lincoln and Melican schools meet state performance standards. A portion of the grant funded a summer

language intensive program for elementary age English Language Learners. Funding is distributed to schools based on a federal formula, and students are qualified for the program based strictly on academic criteria. \$2,197 is spent for reading assistance for students at St. Bernadette's Catholic School, as required by No Child Left Behind.

Title II Part A - Improving Educator Quality - \$39,842

This grant provides funds for high-quality professional development, including funding for training consultants, support for mentoring and induction, leadership training opportunities, and coverage for teachers participating in mandated training events. Stipends for teachers developing curriculum during the summer may also be funded. This grant also funds teacher training initiatives regarding methods of instruction for English Language Learners. \$8,715 is used to provide high quality professional development opportunities to educators at St. Bernadette's Catholic School.

Title II Part D - Enhanced Educational Technology - \$1,158

The district is using this modest allocation to enhance professional development offerings that emphasize integration of technology into the curriculum. \$255 is used for a technology initiative at St. Bernadette's Catholic School.

Title IV - Safe and Drug Free Schools - \$4,949

One-half of the Title IV grant supports technology initiatives. The other half funds teacher training. Title IV is focused on specific, state approved programs that aim at improving a sense of community and connectedness within schools. The district uses this grant to fund social competency programs such as Responsive Classroom and Open Circle. \$1,084 is spent on social competency programs at St. Bernadette's Catholic School.

Quality Full-Day Kindergarten Grant - \$78,880

The purpose of these funds is to enhance the educational experience of children currently in full-day kindergarten classrooms. The focus is on improving the quality and continuity of curriculum across preschool, kindergarten

ten, and grade one. The district uses these funds to defray the cost of kindergarten instructional aides.

Early Childhood Special Education Allocation - \$18,387

This grant guarantees that young children with disabilities are placed in high quality inclusive programs that meet federal and state requirements for the least restrictive learning environment. Funds are used to fund part of the costs of the pre-school integrated programs, with focused support for special education services.

Federal Special Education Entitlement - \$497,722

This annual federal entitlement grant is allocated to ensure that students with disabilities receive a free and appropriate education through the provision of special education and related services. The district utilizes these funds to defray some of the costs involved in meeting students' complex, individual learning needs. A number of special education positions are funded through this grant as well as training and consultation for classroom teachers, special education teachers, and therapists.

Special Education ARRA IDEA Stimulus Grant - \$284,263

This new, two-year, federal grant is allocated for two discrete purposes: Recovery from previous budget cuts that impact special education services and *Investment* in improving services for students with disabilities. Funds have been allocated to recover special education aides that were previously cut from the 2010 budget. In addition, short term positions and consultants have been hired to help all personnel build capacity by increasing skills and strategies to support the district's most fragile learners in our neighborhood schools.

Enhanced School Health Services - \$86,100 Consolidated Grant

This past year the Massachusetts Department of Public Health continued to award a health services grant to the Northborough, Southborough, and Northborough-Southborough Regional School Districts. The purpose of these funds is to improve health services to all school children. A number of nursing positions are funded through this grant. As a condition of accepting this grant, **\$10,000** must be set aside for enhanced nursing services at St. Bernadette's Catholic School in Northborough.

Northborough Public Schools - Enrollment by Grades - October 1, 2009

School	Pre-K	K	1	2	3	4	5	6	7	8	Total
Lincoln		43	62	43	55	45	54				302
Peaslee		40	47	57	53	53	55				305
Proctor		50	53	35	49	33	53				273
Zeh	34	42	64	53	49	59	66				367
Melican								220	192	223	635
Total	34	175	226	188	206	190	228	220	192	223	1,882

Faculty – Northborough School District – 2009 - 2010

LINCOLN STREET SCHOOL

Principal

BethAnn Ludwig

Kindergarten

Carolyn Moring
Jill Zito

Grade 1

Allison Amadio
Patricia J. Cumming
Jean M. Frazier
Kimberly A. Whitley

Grade 2

Linda A. McCann
Martha A. Wiley

Grade 3

Sean P. Carey
Karen E. Norsworthy
Catherine B. Simisky

Grade 4

Marci K. Bostock
Michele L. Vulcano

Grade 5

Lorie A. Caldicott
Caitlin M. Foley
Susan M. Grady
Peter K. Olson

PEASLEE SCHOOL

Principal

Scott R. Bazydlo

Kindergarten

Kerri J. Lewis
Marissa Marzilli

Grade 1

Jessica A. Alderman
Amy B. Melisi
Jennifer J. Tobin

Grade 2

Melissa A. Farrell
Jennifer W. Matteson
Marcia D. Mills

Grade 3

Ariella Greenspan
Melinda M. Kement
Lisa Miranda

Grade 4

Colleen M. Griffin
Margaret A. Marshall
Donna McAuliffe

Grade 5

Andrea L. Daunais
Carol A. Moore
Clare Kelsey

PROCTOR SCHOOL

Principal

Margaret E. Donohoe

Kindergarten

Kathleen J. Behrens
Stacy Cahill
Pamela L. Jones

Grade 1

Michelle M. Hennigan
Beryl L. Krouse
Laurie M. McCabe
Lauren Plumley

Grade 2

Susan Brunelle
Kelly A. Furey

Grade 3

Joan M. Buzzell
Barbara J. Sargent-Dowd

Grade 4

Amy Mara
Elizabeth M. O'Neill
Heidi F. Schwehr

Grade 5

Jill M. Iannacone
Kristen D. MacDonald
Kelly Strout

ZEH SCHOOL

Principal

Susan A. Whitten

Kindergarten

Vickie L. Berry
Lorraine D. Rubin

Grade 1

Stephanie D. Hinman
Tracey M. Loconto
Jennifer M. Ward

Grade 2

Karin E. Christian
Michelle L. Dallaire
JoAnne B. Gorham

Grade 3

Eileen M. Badstubner
Jessica K. Halford

Grade 4

Jessica L. Sciortino
Elizabeth B. Villaflor
Farhana S. Zia

Grade 5

Mary L. Crowley
Jennifer L. Phipps
Chris Louis Sardella

MELICAN MIDDLE SCHOOL

Principal

M. Patricia Montimurro

Assistant Principal

Michelle Karb

Grade 6

Kimberly D. Cloutier, *Team Leader*
Jennifer A. Robeau, *Team Leader*

Jason A. DuLac
Rebecca M. Gagne
Michael Groccia
Walter E. Lincoln
Brendan Mahan
Jennifer L. Mannion
Christine C. Mesite
Daniel E. Olsen
Leslie Thorup

Grade 7

Gretchen M. Bean, *Team Leader*
Danielle L. Morin, *Team Leader*

Renee S. Berger
Beth Blum
Heather A. Clayton
Sandra M. Davel
Laura B. Frem
Sharon R. Goyette
Megan E. Griffin
Nancy G. Pojani
Anne Shaughnessy
Kimberly M. Zaganjori

Grade 8

Kathie Peyev, *Team Leader*
Kimberly L. Senior, *Team Leader*
Elizabeth J. Ciotola
Susan J. Dupre
Mark Geoffroy
Melissa A. Jameson
Richard D. Karb, Jr.
Michelle N. Karrat
Christine M. Lincoln
Megan Puopolo

Art

Diane Mariano

Computer

Diane E. Porter

French/Spanish

Hillary Anderson
Elise M. Bradley
Lisa J. Kaplan
Dominique A. LePaul-Hodges

Guidance Counselors

Jessica Himmelman
Lauren B. O'Neil

Technology Education

Donald M. Padgett, Jr., *Interdisciplinary Coordinator*
William R. Moran
Bruce Williams

General Music

Katrina L. Caron
Katherine A. Getchell

Instrumental Music

David S. Daquil
Brent S. Ferguson

Librarian

Janice M. Bissett

Physical Education

Regan E. DeSimone
Fernando J. Ferreira
Jennifer L. Sheckman

SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES

Inclusion Facilitator

Marie B. Alan

Autism Specialist

Jennifer M. Ostroff

Adjustment Counselors and School Psychologists

Lisa A. Arpino
Monique A. Cloutier
Laura O'Connor
Kimberly Spiliakos

Early Childhood Coordinator

Erin Hurney

Preschool Teachers

Colleen Bercume

ELL Lead Teacher

Rhoda B. Webb

ELL Teacher

Lori Miller

Faculty – Northborough School District – 2009 - 2010

Special Needs Resource

Teachers

Lisa R. Antoine
Evan Bates
Alison Engel
Lori Garino
Joan Grzywna
Deborah Q. Lemieux
Jaime Manion
Cathy A. St. Andre
Elizabeth A. Slawinski
Angela F. Smith
Denise E. Woodland

Behavior Specialists

Carolyn Aspesi-Swenson
Kathleen A. Marcello
Kirti Withrow

Speech

Helene Desjardins
Meaghan Grendol
Christine Magner
Janet C. Scoppetto
Janet L. Tower

Occupational Therapists

Matthew A. Bertozzi
Karen A. Brown
Danielle B. Ward

Kindergarten Aides

Belinda B. Cramer
Lori Giannotti
Natalie Greenwich
Amanda Lettic
Carol Mackie
Mary S. McNamara
Laurie Middleton
Harriet Southerland

Special Needs Aides

Christine Arathuzik
Margaret Aulenback
Kristen Bakanowski
Janine Bartsch
Martha J. Bigelow
Peggy S. Brehio
Kate Buck
Linda R. Buddenhagen
Michael Campbell
Suzanne Chapdelaine
Radhika V. Chebrolu
Courtney Claypool
Gina R. Cooper
Stacey Corvino
Patricia A. Cray

Special Needs Aides, *cont.*

Meaghan P. D'Arcy
Barbara A. Dennis
Mary Ethier
Danielle Gregory
Mallory Higgins
Stephanie Kerwin
Erin Kelley
Barbara Kemp
Kristin Leahy
Marc LeSage
Melissa LeSage
Jennifer Malcolm
Christine T. Mattero
Beth Mazzola
Alicia McKenney
Patricia A. Minnich
Kathryn Moring
JoAnn Murphy
Joan Neptune
Carolyn Ream
Deana T. Rollins
Judith L. Scally
Debra Sergel
Erin Sheehan
Caitlin Short
Sharon Sinerate
Lauren Spates
Kendall Toland
Melissa Tougas
Anne K. Wall
Brenda White
Elaine F. Wyner

School Nurses

Laurie C. Pardee,
Nurse Leader
Marieann Blake
Linda DeFeudis
Diane R. Gage
Leanne R. Govoni
Lorraine I. Perkins
Sally Pini
Jane Scotland

School Physician

Dr. Sharon Campion

Tutors

Jennifer L. Church
Gail C. Dufault
Marjorie Hurwitz
Margaret Marinelli
Alexandra Otte

TEACHING SPECIALISTS

Art

Jennifer Hackenberg
Christine A. Hall
Marcia L. Waldman

Band

Rebecca M. Makara

General Music

Katrina L. Caron
Allyn Phelps III
Judith L. Scally

Physical Education

Judith A. Fledderjohn
John P. McAuliffe
Patricia M. Rollins
D. Peter Sieurin
Andrew W. Wilson

Language Arts

Jana M. Gardella
Mary Lincoln
Sylvia L. Pabreza
Jennifer Shields
Elizabeth A. Walsh-Matthews

Librarians

Joanne M. Giancola
Nancy R. Kellner
Leigh F. King
Mary Ellen Remillard

SUPPORT PERSONNEL

Technology Specialists

Eric Gervais
Stephanie Nardone
Bonnie J. Strickland

Secretaries

Linda L. Brannon
Mary Ann Bryant
Linda M. Flanigan
Jacquelyn Garvey
Karolyn Lanciault
Maryann T. Lavallee
Catherine S. Luby
Caroline Willard

Non-Instructional Aides

Valerie Dagle
Holly L. Evangelista
Diane Webster
Deborah Young

Crossing Guards

Martha Bigelow
Sharon A. Johnson

CAFETERIA PERSONNEL

Theresa M. Locke,
Supervisor of Cafeterias

Lincoln Street School

Sandra J. Fouracre, *Manager*
Cheryl Arsenault
Sharon A. Johnson

Proctor School

Diane M. Thompson, *Manager*
Susan Sowden

Peaslee School

Margaret M. Flanagan,
Manager
Carol Benedict
Victoria Killeen
Mary A. Sikora

Zeh School

Eileen M. Bersey, *Manager*
Laura Witkowski

Melican Middle School

Theresa M. Locke, *Manager*
Lisa Brochu
Nancy Casaceli
Karen Coulombe
Sheri Nisbet
Barbara Perry
Vasanti Shah

CUSTODIAL PERSONNEL

Thomas H. Maedler,
Supervisor of Custodians
Michael DeCoteau,
Head Custodian
George W. Falardeau,
Head Custodian
Aaron Gonzalez,
Head Custodian
Michael T. Kellicker,
Head Custodian
Richard J. Agostinelli
Mark Aselbekian
Magdalen Brewer
Henry Grampietro
Pamela M. O'Connor
Kevin E. Walsh

School Financial Statement – Northborough School District – July 1, 2008 - June 30, 2009

APPROPRIATION:

Regular Education	\$ 13,102,984	
Special Education	\$ 4,184,951	
Total Appropriation		<u>\$ 17,287,935</u>

Total Appropriation \$ 17,287,935

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$ 12,402	
Superintendent's Office	\$ 216,546	
Administrative Support Services	\$ 298,173	
Total Administration		<u>\$ 527,121</u>

INSTRUCTION:

Supervision	\$ 22,100	
Principals' Offices	\$ 887,727	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$ 8,447,536	
Professional Development	\$ 88,052	
Textbooks & Instructional Equip	\$ 467,249	
Library/Media Services	\$ 324,540	
Guidance Services	\$ 117,181	
Total Instruction		<u>\$ 10,354,386</u>

OTHER SCHOOL SERVICES:

Attendance Services	\$ 11,405	
Health Services	\$ 362,088	
Pupil Transportation	\$ 393,247	
Cafeteria Services	\$ -	
After School Activities	\$ 8,150	
Student Body Activities	\$ 5,442	
Total Other School Services		<u>\$ 780,332</u>

OPERATION OF PLANTS:

Custodial Services		
(Salaries & Supplies)	\$ 621,402	
Heating	\$ 226,583	
Electricity	\$ 247,613	
Telephones	\$ 34,305	
Gas	\$ 832	
Water	\$ 11,284	
Tech/Telecomm	\$ 23,928	
Total Operation of Plants		<u>\$ 1,165,947</u>

MAINTENANCE:

Grounds	\$ 26,953	
Buildings	\$ 140,900	
Equipment	\$ 66,256	
Technology Maint	\$ 30,601	
Total Maintenance		<u>\$ 264,711</u>

LEASE OF BUILDING & EQUIPMENT: \$ 47,722

**TOTAL EXPENDITURES,
REGULAR DAY PROGRAMS** \$ 13,140,218

SPECIAL EDUCATION PROGRAMS

Legal Services	\$ 6,077
Supervision	\$ 146,025
Teaching (Salaries & Supplies)	\$ 2,322,362
Professional Development	\$ 1,898
Technology	\$ 8,426
Psychological Services	\$ 244,355
Health Services	\$ 87,726
Transportation	\$ 331,348
Telephone	\$ 1,547
Equipment Maintenance	\$ 6,648
Programs - Other Schools in Massachusetts	\$ 810,438
Payments to Collaboratives	\$ 95,714

TOTAL EXPENDITURES SPECIAL EDUCATION

\$ 4,062,564

TOTAL EXPENDITURES

\$ 17,202,782

BALANCE RETURNED TO GENERAL FUND:

\$ 85,153

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY08	\$ 10,511	
Total Receipts, FY09	\$ 444,596	
Total Revenues		<u>\$ 455,107</u>

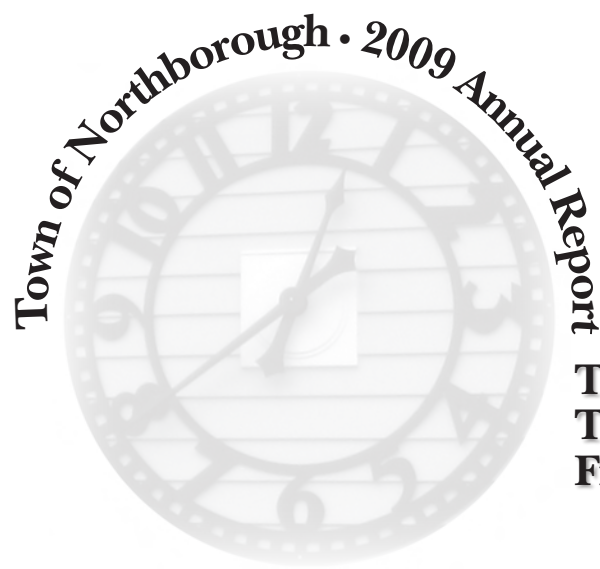
Total expenditures	\$ 426,560	
BALANCE TO FY09		<u>\$ 28,546</u>

KINDERGARTEN GRANT

Expenditures	\$ 104,600	
Unexpended Balance	\$ -	
Total Grant Received		<u>\$ 104,600</u>

SFSF GRANT

Expenditures	\$ 352,035	
Unexpended Balance	\$ -	
Total Grant Received		<u>\$ 352,035</u>



**Town Accountant,
Treasurer's, and
Financial Reports**

Town Accountant

In accordance with the requirements of Mass General Law, the Annual Financial Reports for the Town of Northborough, for the Fiscal Year ending June 30, 2009 have been submitted. The data reflects a fair and accurate presentation of all material aspects of the Town's financial position and results from its operation. The necessary disclosure has been included to enable the reader to gain an understanding of the Town's financial affairs.

The financial statements are based on the Uniform Municipal Account System of the Massachusetts Department of Revenue and are in accordance with standards developed by the Governmental Accounting Standards Board (GASB). GASB Statement #34 requires an inventory be kept and a value assigned to all Town and School fixed assets, which include roads, buildings, and other infrastructure. As this inventory is updated, depreciation is applied to track the value of assets in future years. One key change for 2009 is GASB Statement #45. This statement requires that an actuarial study be conducted to determine the Town's long term Other Post Employment Benefit (OPEB) obligations and that the liability is reflected on the financial statements. The Town's study has been completed and the liability is shown on the 2009 statements.

Bill Fraher, CPA, has completed the audit of the Town's financial records. A copy of the audit report is available in the office of the Town Clerk and on the Town Accountant's webpage.

I would like to extend my gratitude to Wendy Ricciardi, Assistant Town Accountant for her dedicated service. I would also like to thank the Boards, Commissions, and Department Heads for their support and assistance.

**Respectfully submitted,
Jason Little, Town Accountant**

Treasurer/Collector's Department

The Treasurer/Collector's office experienced a productive year in 2009. Our office introduced our new web page and continued to improve our financial operations.

I would like to express my appreciation to the various boards, committees, department heads and employees in the Town of Northborough for their assistance throughout the year.

Additionally, I would like to recognize the dedication of our office staff, Assistant Treasurer/Collector Cheri Cox, Assistant Tax Collector Elaine Dell'Olio, and Financial Assistant, Marijane Pescara. Together we look forward to serving the Town of Northborough in the coming year.

**Respectfully submitted,
June Hubbard-Ward, Treasurer/Collector**

Statement of Net Assets - June 30, 2009

	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and cash equivalents	\$ 14,629,876	1,546,963	16,176,839
Investments	4,316,557	-	4,316,557
Receivables (net of allowance for uncollectibles)	1,696,214	1,926,983	3,623,197
Due from commonwealth	4,077,354	167,554	4,244,908
Property taxes billed in advance	17,387,837	-	17,387,837
Other assets	252,589	-	252,589
Capital assets:			
Assets not being depreciated	17,920,130	3,660,841	21,580,971
Assets being depreciated, net	31,616,649	15,180,222	46,796,871
Total assets	\$ 91,897,206	22,482,563	114,379,769
Liabilities			
Warrants and accounts payable	\$ 379,362	132,419	511,781
Other accrued liabilities	1,661,498	-	1,661,498
Accrued interest payable	153,982	75,470	229,452
Unearned revenue	17,387,837	-	17,387,837
Notes payable	8,658,362	2,228,000	10,886,362
Long-term liabilities:			
Due within one year:			
Compensated absences	184,959	11,549	196,508
Bonds payable	1,615,700	655,697	2,271,397
Due in more than one year:			
Compensated absences	62,370	-	62,370
Other post employment benefits	2,214,000	-	2,214,000
Bonds payable	12,297,384	7,001,993	19,299,377
Total liabilities	44,615,454	10,105,128	54,720,582
Net Assets			
Invested in capital assets, net of related debt	31,810,059	8,955,373	40,765,432
Restricted for:			
Specific purposes - expendable	153,185	-	153,185
Specific purposes - nonexpendable	485,087	-	485,087
Unrestricted	14,833,421	3,422,062	18,255,483
Total net assets	\$ 47,281,752	12,377,435	59,659,187

Statement of Activities - Year Ended June 30, 2009

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Assets		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Totals
Governmental activities:							
General government	\$ 4,145,752	536,277	46,294	500,000	(3,063,181)	-	(3,063,181)
Public safety	5,236,555	991,859	263,389	5,432	(3,975,875)	-	(3,975,875)
Education	37,503,589	739,458	7,719,410	316,356	(28,728,365)	-	(28,728,365)
Public works	4,267,652	599,307	-	461,411	(3,206,934)	-	(3,206,934)
Human services	601,892	105,011	56,033	-	(440,848)	-	(440,848)
Recreation and culture	1,698,008	534,264	52,638	706,111	(404,995)	-	(404,995)
Interest on debt service	541,064	-	-	224,765	(316,299)	-	(316,299)
Total governmental activities	53,994,512	3,506,176	8,137,764	2,214,075	(40,136,497)	-	(40,136,497)
Business-type activities:							
Water	1,818,727	1,708,557	-	-	-	(110,170)	(110,170)
Sewer	844,088	886,186	-	15,705	-	57,803	57,803
Total business-type activities	2,662,815	2,594,743	-	15,705	-	(52,367)	(52,367)
Total government	\$ 56,657,327	6,100,919	8,137,764	2,229,780	(40,136,497)	(52,367)	(40,188,864)
General revenues:							
Property taxes					\$ 34,770,002	-	34,770,002
Excise taxes					1,928,933	-	1,928,933
Payments in lieu of taxes					100,059	-	100,059
Intergovernmental					1,757,891	-	1,757,891
Unrestricted investment earnings					356,588	-	356,588
Miscellaneous					310,286	-	310,286
Total general revenues and transfers					39,223,759	-	39,223,759
Changes in net assets					(912,738)	(52,367)	(965,105)
Net assets - beginning of year					48,194,490	12,429,802	60,624,292
Net assets - end of year					\$ 47,281,752	12,377,435	59,659,187

Balance Sheet - Governmental Funds - June 30, 2009

	General Fund	Stabilization Fund	Nonmajor Governmental Funds	Total
Assets				
Cash and cash equivalents	\$ 4,438,112	1,039,509	9,152,255	14,629,876
Investments	-	2,408,020	1,908,537	4,316,557
Receivables:				
Property taxes	468,500	-	3,903	472,403
Tax liens and foreclosures	938,126	-	2,602	940,728
Motor vehicle excise	143,297	-	-	143,297
Departmental	-	-	241,660	241,660
Less: allowance for abatements	(101,874)	-	-	(101,874)
Due From Commonwealth	3,698,668	-	378,686	4,077,354
Property taxes billed in advance	17,190,954	-	196,883	17,387,837
Total assets	\$ 26,775,783	3,447,529	11,884,526	42,107,838
Liabilities and Fund Balances				
Liabilities:				
Warrants and accounts payable	\$ 314,911	-	64,451	379,362
Other accrued liabilities	1,643,034	-	-	1,643,034
Notes payable	-	-	8,658,362	8,658,362
Deferred revenue	22,171,888	-	540,528	22,712,416
Other liabilities	18,464	-	-	18,464
Total liabilities	24,148,297	-	9,263,341	33,411,638
Fund balances:				
Reserved for:				
Encumbrances & continued appropriations	575,796	-	-	575,796
Subsequent year expenditures	800,000	-	-	800,000
Other specific purposes	-	-	638,272	638,272
Unreserved, reported in:				
General fund	1,251,690	-	-	1,251,690
Special revenue funds	-	3,447,529	5,796,549	9,244,078
Capital projects funds	-	-	(3,813,636)	(3,813,636)
Total fund balances	2,627,486	3,447,529	2,621,185	8,696,200
Total liabilities and fund balances	\$ 26,775,783	3,447,529	11,884,526	42,107,838

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds - Year Ended June 30, 2009

	General Fund	Stabilization Fund	Nonmajor Governmental Funds	Total
Revenues:				
Property taxes	\$ 34,324,982	-	386,417	34,711,399
Excise taxes	1,992,062	-	-	1,992,062
Payments in lieu of taxes	100,059	-	-	100,059
Departmental charges for services	684,434	-	1,867,928	2,552,362
Licenses and permits	326,648	-	-	326,648
Intergovernmental	8,100,897	-	3,260,290	11,361,187
Fines and forfeits	1,675	-	154,748	156,423
Investment income	115,894	118,443	122,249	356,586
Other	92,080	-	1,709,283	1,801,363
Total revenues	45,738,731	118,443	7,500,915	53,358,089
Expenditures:				
Current:				
General government	1,941,053	-	816,348	2,757,401
Public safety	3,360,728	-	538,192	3,898,920
Education	26,679,657	-	2,455,118	29,134,775
Public works	2,248,522	-	35,845	2,284,367
Human services	418,188	-	53,173	471,361
Recreation and culture	836,892	-	320,908	1,157,800
Intergovernmental	379,607	-	-	379,607
Employee benefits	8,419,879	-	-	8,419,879
Other	198,515	-	-	198,515
Debt service	1,453,363	-	74,501	1,527,864
Capital outlay	102,179	-	9,797,603	9,899,782
Total expenditures	46,038,583	-	14,091,688	60,130,271
Excess (deficiency) of revenues over expenditures	(299,852)	118,443	(6,590,773)	(6,772,182)
Other financing sources (uses):				
Proceeds of bonds	-	-	6,938,000	6,938,000
Operating transfers in	558,232	-	458,273	1,016,505
Operating transfers out	(243,274)	-	(773,231)	(1,016,505)
Total other financing sources (uses)	314,958	-	6,623,042	6,938,000
Net changes in fund balances	15,106	118,443	32,269	165,818
Fund balance, beginning of year	2,612,380	3,329,086	2,588,916	8,530,382
Fund balance, end of year	\$ 2,627,486	3,447,529	2,621,185	8,696,200

Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Assets - June 30, 2009

Total fund balances - governmental funds	\$	8,696,200
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. These assets consist of:		
Land and land improvements	6,891,319	
Infrastructure assets	29,432,686	
Buildings and building improvements	23,846,205	
Other capital assets	23,539,318	
Accumulated depreciation	(34,172,749)	
Total Capital Assets		49,536,779
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred or are not recorded in the funds.		5,324,579
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in funds. These liabilities consist of:		
Bonds payable	(13,913,084)	
Other post employment benefits	(2,214,000)	
Deferred refunding	252,589	
Accrued interest on bonds	(153,982)	
Compensated absences	(247,329)	
Total long-term liabilities		(16,275,806)
Net assets of governmental activities	\$	47,281,752

Reconciliation of the Governmental Funds - Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities - Year Ended June 30, 2009

Net changes in fund balances - governmental funds	\$	165,818
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, these amounts are recorded as capital assets and depreciated over their estimated useful lives. This is the amount by which depreciation is less than capital outlays for the year.		7,371,774
Bond proceeds provide financial resources and bond payments are recorded as expenditures in governmental funds, while these are recorded as increases or decreases to long-term liabilities in the statement of net assets. This is the amount by which bond proceeds were more than long-term debt repayments for the year.		(5,951,200)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenue in the funds, while revenues previously accrued in the statement of activities may be recorded as revenue in the funds.		(276,315)
The cost of advanced refunding of debt is deferred and amortized over the life of the debt in the statement of activities.		(25,259)
Some expenses in the Statement of Activities do not require the use of current financial resources are not reported in the funds.		
Compensated absences		16,444
Change in net OPEB obligation		(2,214,000)
Changes in net assets of governmental activities	\$	(912,738)

Budgetary Comparison Schedule - General Fund - Year Ended June 30, 2009

	Original Budget	Final Budget	Actual (Budgetary Basis)	Variance To Final Budget Favorable (Unfavorable)
Resources (inflows):				
Property taxes	\$ 34,204,262	34,204,262	34,270,290	66,028
Excise taxes	1,953,000	1,953,000	1,992,062	39,062
Payments in lieu of taxes	96,000	96,000	100,059	4,059
Departmental charges for services	684,900	684,900	684,434	(466)
Licenses and permits	459,000	459,000	326,648	(132,352)
Intergovernmental	5,686,989	5,686,989	5,201,804	(485,185)
Fines	-	-	1,675	1,675
Investment income	200,000	200,000	115,894	(84,106)
Other	90,000	90,000	92,080	2,080
Transfers from other funds	503,462	503,462	558,232	54,770
Total resources	43,877,613	43,877,613	43,343,178	(534,435)
Charges to appropriations (outflows):				
General government	2,263,391	2,070,730	2,014,074	56,656
Public safety	3,422,021	3,464,317	3,366,079	98,238
Education	27,276,146	27,276,146	26,728,434	547,712
Public works	2,217,574	2,440,798	2,338,463	102,335
Human services	447,557	456,955	427,918	29,037
Recreation and culture	914,877	886,321	835,600	50,721
Debt service	1,546,790	1,493,089	1,453,363	39,726
Intergovernmental	364,818	364,818	379,607	(14,789)
Employee benefits	5,440,460	5,440,460	5,409,286	31,174
Insurance	213,955	213,955	198,515	15,440
Transfers to other funds	243,274	243,274	243,274	-
Total charges to appropriations	44,350,863	44,350,863	43,394,613	956,250
Excess (deficiency) of resources over charges to appropriations	(473,250)	(473,250)	(51,435)	421,815
Fund balance allocation	473,250	473,250		
Excess (deficiency) of resources over charges to appropriations and fund balance allocation	\$ -	-		

Statement of Net Assets - Proprietary Funds - June 30, 2009

	Water Enterprise Fund	Sewer Enterprise Fund	Total
Assets			
Current assets:			
Cash and cash equivalents	\$ 821,075	725,888	1,546,963
Receivables (net):			
User charges	208,184	67,829	276,013
Liens	11,554	10,775	22,329
Special Assessments	39,844	1,588,797	1,628,641
Due from Commonwealth	-	8,166	8,166
Total current assets	1,080,657	2,401,455	3,482,112
Noncurrent assets:			
Due from Commonwealth	-	159,388	159,388
Capital assets	18,434,296	12,759,176	31,193,472
Accumulated depreciation	(8,855,014)	(3,497,395)	(12,352,409)
Total noncurrent assets	9,579,282	9,421,169	19,000,451
Total assets	\$ 10,659,939	11,822,624	22,482,563
Liabilities			
Current Liabilities:			
Warrants and accounts payable	\$ 126,702	5,717	132,419
Accrued interest payable	25,823	49,647	75,470
Notes payable	565,000	1,663,000	2,228,000
Bonds payable	292,400	363,297	655,697
Compensated Absences	8,662	2,887	11,549
Total current liabilities	1,018,587	2,084,548	3,103,135
Noncurrent liabilities:			
Bonds payable	2,750,386	4,251,607	7,001,993
Total noncurrent liabilities	2,750,386	4,251,607	7,001,993
Total liabilities	3,768,973	6,336,155	10,105,128
Net Assets			
Invested in capital assets, net of related debt	5,971,496	2,983,877	8,955,373
Unrestricted	919,470	2,502,592	3,422,062
Total net assets	\$ 6,890,966	5,486,469	12,377,435

Statement of Revenues, Expenses and Changes in Fund Net Assets - Proprietary Funds - Year Ended June 30, 2009

	Water Enterprise Fund	Sewer Enterprise Fund	Total
Operating revenues:			
Charges for services	\$ 1,654,322	\$ 725,759	\$ 2,380,081
Special Assessments	54,235	160,427	214,662
Total operating revenues	1,708,557	886,186	2,594,743
Operating expenditures:			
Salaries, wages and employee benefits	286,112	95,370	381,482
Energy purchases	856,326	180,692	1,037,018
Other operating expenses	213,712	116,961	330,673
Depreciation	345,694	207,006	552,700
Total operating expenditures	1,701,844	600,029	2,301,873
Operating income	6,713	286,157	292,870
Nonoperating revenues (expenses):			
Interest expense	(116,883)	(244,059)	(360,942)
Other	-	15,705	15,705
Total nonoperating revenues (expenses)	(116,883)	(228,354)	(345,237)
Income before transfers	(110,170)	57,803	(52,367)
Operating transfers in (out)	-	-	-
Changes in net assets	(110,170)	57,803	(52,367)
Net assets, beginning of year	7,001,136	5,428,666	12,429,802
Net assets, end of year	\$ 6,890,966	\$ 5,486,469	\$ 12,377,435

Statement of Cash Flows - Proprietary Funds - Year Ended June 30, 2009

	Water Enterprise Fund	Sewer Enterprise Fund	Total
Cash flows from operating activities:			
Cash received from customers	\$ 1,745,698	1,139,927	2,885,625
Cash paid to suppliers	(1,054,575)	(291,936)	(1,346,511)
Cash paid to employees	(285,690)	(95,230)	(380,920)
Transfers (to) from other funds	-	-	-
Net cash provided by operating activities	405,433	752,761	1,158,194
Cash flows from capital and related financing activities:			
Capital expenditures	(368,466)	(4,224)	(372,690)
Interest paid, net of subsidy	(111,908)	(223,911)	(335,819)
Net borrowing (repayments), net of subsidy	326,800	(443,671)	(116,871)
Net cash provided by capital and related financing activities:	(153,574)	(671,806)	(825,380)
Net increase in cash and cash equivalents	251,859	80,955	332,814
Cash and cash equivalents, beginning of year	569,216	644,933	1,214,149
Cash and cash equivalents, end of year	\$ 821,075	725,888	1,546,963
Reconciliation of operating income to net cash provided By operating activities:			
Operating income (loss)	\$ 6,713	286,157	292,870
Transfers (to) from other funds	-	-	-
Depreciation, bad debts & reserve	345,694	207,006	552,700
(Increase) decrease in accounts receivable	37,141	253,741	290,882
Increase (Decrease) in accounts payable	15,463	5,717	21,180
Increase (Decrease) in compensated absences	422	140	562
Net cash provided by operating activities	\$ 405,433	752,761	1,158,194

Statement of Net Assets - Fiduciary Funds - June 30, 2009

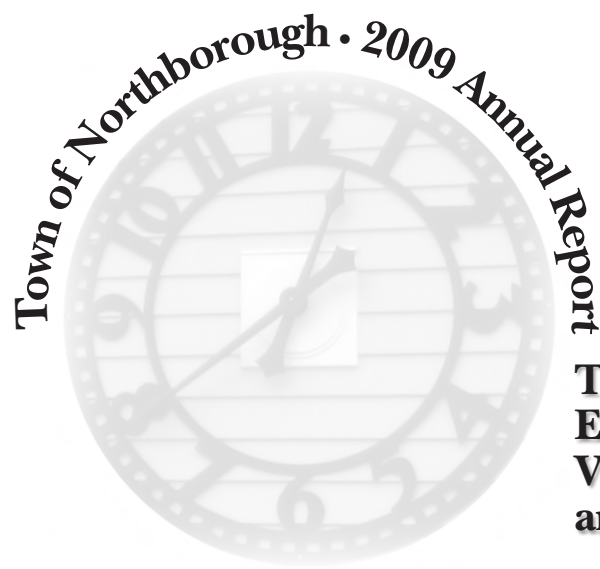
	Agency Funds
Assets	
Cash and cash equivalents	\$ 93,290
Investments	115,118
Receivables:	
Departmental	31,105
Total assets	239,513
Liabilities	
Accounts payable	12,268
Deferred revenue	31,105
Other liabilities	196,140
Total liabilities	239,513
Net Assets	
Unrestricted	-
Total net assets	\$ -

Combining Balance Sheet - Nonmajor Governmental Funds - June 30, 2009

	Special Revenue				
	School	Other	Capital Projects	Permanent	Totals
<u>Assets</u>					
Cash and cash equivalents	\$ 558,796	3,524,696	4,850,800	217,963	9,152,255
Investments	-	1,487,029	-	421,508	1,908,537
Receivables:					
Property taxes	-	3,903	-	-	3,903
Tax liens and foreclosures	-	2,602	-	-	2,602
Departmental	-	241,660	-	-	241,660
Due From Commonwealth	181,523	169,581	27,582	-	378,686
Property taxes billed in advance	-	196,883	-	-	196,883
Total assets	\$ 740,319	5,626,354	4,878,382	639,471	11,884,526
<u>Liabilities and Fund Balances</u>					
<u>Liabilities:</u>					
Warrants and accounts payable	\$ 2,821	54,357	6,074	1,199	64,451
Notes payable	-	-	8,658,362	-	8,658,362
Deferred revenue	6,628	506,318	27,582	-	540,528
Total liabilities	9,449	560,675	8,692,018	1,199	9,263,341
<u>Fund Balances:</u>					
Reserved For:					
Other specific purposes	-	-	-	638,272	638,272
Unreserved	730,870	5,065,679	(3,813,636)	-	1,982,913
Total fund balances	730,870	5,065,679	(3,813,636)	638,272	2,621,185
Total liabilities and fund balances	\$ 740,319	5,626,354	4,878,382	639,471	11,884,526

Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds - Year Ended June 30, 2009

	<u>Special Revenue</u>				
	<u>School</u>	<u>Other</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Totals</u>
Revenues:					
Property taxes	\$ -	386,417	-	-	386,417
Departmental charges for services	373,485	1,471,568	-	22,875	1,867,928
Intergovernmental	1,812,240	1,142,658	305,392	-	3,260,290
Fines and forfeits	-	154,748	-	-	154,748
Investment income	-	105,536	-	16,713	122,249
Other	-	1,687,465	-	21,818	1,709,283
Total revenues	2,185,725	4,948,392	305,392	61,406	7,500,915
Expenditures:					
Current:					
General government	-	811,649	-	4,699	816,348
Public safety	-	538,192	-	-	538,192
Education	2,142,944	312,174	-	-	2,455,118
Public works	-	35,845	-	-	35,845
Human services	-	53,173	-	-	53,173
Recreation and culture	-	320,908	-	-	320,908
Other	-	-	-	-	-
Debt service	-	74,501	-	-	74,501
Capital outlay	-	1,728,836	8,068,767	-	9,797,603
Total expenditures	2,142,944	3,875,278	8,068,767	4,699	14,091,688
Excess (deficiency) of revenues over expenditures	42,781	1,073,114	(7,763,375)	56,707	(6,590,773)
Other financing sources (uses):					
Proceeds of bonds	-	-	6,938,000	-	6,938,000
Operating transfers in	-	-	343,274	114,999	458,273
Operating transfers out	-	(681,860)	-	(91,371)	(773,231)
Net changes in fund balances	42,781	391,254	(482,101)	80,335	32,269
Fund balance, beginning of year	688,089	4,674,425	(3,331,535)	557,937	2,588,916
Fund balance, end of year	\$ 730,870	5,065,679	(3,813,636)	638,272	2,621,185



**Town Meeting,
Elections,
Vital Statistics
and Information**

Annual Town Meeting Warrant - April 27, 2009

In the name of the Commonwealth of Massachusetts, you are hereby commanded to warn and notify the legal voters of the Town of Northborough to meet at THE ALGONQUIN REGIONAL HIGH SCHOOL on MONDAY, the TWENTY-SEVENTH day of April 2009 at 7:30 p.m. to act on the following warrant articles:

ARTICLE 1 - *Motion passed*

To see if the Town will vote to ratify the appointment by the Moderator of Gerald Hickman as Deputy Moderator, as provided by Article II, Section 2-2 of the Northborough Home Rule Charter.

ARTICLE 2 - *Motion passed*

To see if the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to enter into a Compensating Balance Agreement or Agreements pursuant to Massachusetts General Laws, Chapter 44, Section 53F, if necessary.

ARTICLE 3 - *Passed over*

To see if the Town will vote to raise and appropriate or transfer from unappropriated available funds in the Treasury, or other available funds, a sum of money to pay bills incurred in prior years, or to take any action relative thereto.

- Town Meeting action is required to pay bills incurred in prior fiscal years. This Article will be passed over if no bills for goods and services incurred in prior fiscal years are presented to the Town.

ARTICLE 4 - *Motion passed*

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Fifteen Million Five Hundred Ninety Thousand Eight Hundred Ninety Two Dollars (\$15,590,892) for Town Government as displayed below, and to meet said appropriation, the following sums available for appropriation be transferred:

From:

Expendable Trust Fund Income (Cemetery)	\$ 2,300
Conservation Commission Fees	\$ 9,500
Transfer from Police Revolving Account	\$ 102,500

Transfer from Fire Emergency Medical Services Revolving Account	\$ 66,078
Transfer from Recreation Revolving Account	\$ 113,364
Transfer from Dog Control Revolving Account	\$ 15,000
Overlay Surplus	\$ 100,000
Free Cash	\$ 700,000

for a total of One Million One Hundred Eight Thousand Seven Hundred Forty Two Dollars (\$1,108,742), and that the sum of Fourteen Million Four Hundred Eighty Two Thousand One Hundred Fifty Dollars (\$14,482,150) be raised by taxation.

ARTICLE 5 - *Motion passed*

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Three Million Seven Hundred Forty One Thousand Three Hundred Seven Dollars (\$3,741,307) for Water/Sewer and Solid Waste Funds as displayed below for the operation of the Water/Sewer and Solid Waste Utilities, and to meet said appropriation, the following sums available for appropriation be transferred:

From:

Sewer Fund Free Cash	\$267,250
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for a total of Two Hundred Sixty Seven Thousand Two Hundred Fifty Dollars (\$267,250) and that the sum of Three Million Four Hundred Seventy Four Thousand Fifty Seven Dollars (\$3,474,057) be financed from Water/Sewer and Solid Waste Revenues.

Water Fund	\$ 1,726,102
Sewer Fund	\$ 1,216,737
Solid Waste	\$ 798,468
	\$ 3,741,307

ARTICLE 6 - *Motion passed*

To see if the Town will vote to raise and appropriate by taxation the sum of Seventeen Million Six Hundred Fifty Seven Thousand Seven Hundred Sixty Nine Dollars (\$17,657,769) for the operation of the Northborough Public Schools.

ARTICLE 7 - *Motion passed*

To see if the Town will vote to raise and appropriate by taxation Northborough's share of the assessment for the operation of

the Northborough/Southborough Regional School District, the sum of Eight Million Eight Hundred Thirty Eight Thousand One Hundred Thirty One Dollars (\$8,838,131), or take any action relative thereto.

ARTICLE 8 - *Motion passed*

To see if the Town will vote to raise and appropriate by taxation Northborough's share of the assessment for the operation of the Assabet Valley Regional Vocational School District, the sum of Six Hundred Eleven Thousand One Hundred Fifty Dollars (\$611,150).

ARTICLE 9 - *Motion passed*

To see if the Town will vote to authorize the Library Trustees to accept and spend a sum of money received under the Library Incentive and Municipal Equalization Grants, and the Nonresident Circulation Offset program, under the provisions of Chapter 182 of the Acts of 2008, to be used by the Library Trustees for books, automation costs, or in any way that may benefit the library, and to apply for State aid for the coming fiscal year.

ARTICLE 10 - *Motion passed*

To see if the Town will vote to authorize the Board of Selectmen to make such application as may be necessary for Federal and/or State funds or grants, to accept such funds or grants and to expend those funds as required by the various acts, if and when such funds are received.

- Allows the Town to apply for grant funds through Federal and/or State agencies.

ARTICLE 11 - *Motion passed*

To see if the Town will vote to combine Articles 12 through 18 as follows:

Article 12 Reauthorizes Fire Department Revolving Fund Accounts;

Article 13 Reauthorizes Police Department Revolving Fund Accounts;

Article 14 Reauthorizes Dog Officer Revolving Fund Accounts;

Article 15 Reauthorizes Community Affairs Committee Revolving Fund Accounts;

Article 16 Reauthorizes Family and Youth Services Department Revolving Fund Accounts;

Article 17 Reauthorizes Council on Aging Revolving Fund Accounts;

Article 18 Reauthorizes Applefest Committee Revolving Fund Accounts.

And in so voting that the Town vote to establish and/or reauthorize revolving fund accounts as stated in Articles 12 through 18 of the Warrant, said revolving accounts being authorized to and for the use of the Fire Department, Police Department, Dog Officer, Community Affairs Committee, Family and Youth Services Department, Council on Aging and Applefest Committee pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½, it is required that these revolving accounts be reauthorized annually.

ARTICLE 12

To see if the Town will vote to reauthorize revolving accounts authorized to and for the use of the Northborough Fire Department for the receipt of site assessment fees, hazardous materials charges, SARA compliance, training/education programs, alarm fees, Local Emergency Planning, replacement of lost and/or damaged equipment, water supply maintenance and development, and Advanced Life Support/EMS and rescue maintenance; pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Northborough Fire Department to maintain revolving fund accounts for the purposes enumerated in this Article. Under this statute, these revolving accounts must be reauthorized annually.

ARTICLE 13

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the use of the Northborough Police Department for the receipt of the Town's share of traffic enforcement fines and payment of expenses associated with traffic/radar enforcement; pursuant to Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Northborough Police Department to maintain revolving fund accounts for the purpose stated in this Article. Under this statute, such revolving accounts must be reauthorized annually.

ARTICLE 14

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the use of the Department of the Northborough Dog Officer for the receipt of dog license fees and related fines, which sums shall be utilized to support the Dog Officer's expenditures; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Department of the Northborough Dog Officer to maintain revolving fund accounts for the purpose enumerated in this Article. Under this statute, such revolving accounts must be reauthorized annually.

ARTICLE 15

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the Community Affairs Committee for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Northborough Community Affairs Committee to maintain revolving fund accounts for the purpose enumerated in this Article. Under this statute, such revolving fund accounts must be reauthorized annually.

ARTICLE 16

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the Family and Youth Services Department for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Northborough Family and Youth Services Department to maintain revolving fund accounts for the purpose enumerated in this Article. Under this statute, such revolving fund accounts must be reauthorized annually.

ARTICLE 17

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the Council on Aging for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Council on Aging to maintain revolving fund accounts for the purpose enumerated in this Article. Under this statute, such revolving fund accounts must be reauthorized annually.

ARTICLE 18

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the Applefest Committee for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Applefest Committee to maintain revolving fund accounts for the purpose enumerated in this Article. Under this statute, such revolving accounts must be reauthorized annually.

ARTICLE 19 - Motion passed

To see if the Town will vote to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the use of the Highway Division of the Department of Public Works for the purchase of a chipper, and to meet said appropriation, the sum of Fifty Thousand Dollars (\$50,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(9), or any other enabling authority, and the Treasurer, with

the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

- This Article provides funds for the replacement of the one existing 1996 brush chipper, which has reached the end of its useful life expectancy.

ARTICLE 20 - *Motion passed*

To see if the Town will vote to appropriate the sum of Ninety Five Thousand Dollars (\$95,000) for the use of the Highway Division of the Department of Public Works for the purchase of a bucket truck, and to meet said appropriation, the sum of Ninety Five Thousand Dollars (\$95,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(9), or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

- This Article provides funds to purchase a new bucket truck with a 40' aerial boom to be used to perform tree work along the public roadways.

ARTICLE 21 - *Motion passed*

To see if the Town will vote to appropriate the sum of Seventy Thousand Dollars (\$70,000) for the use of the Sewer Division of the Department of Public Works for the purchase of a one-ton truck with plow, and to meet said appropriation, the sum of Seventy Thousand Dollars (\$70,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(9), or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

- This Article provides funds to replace a 1995 Ford F350, which is used for performing sewer and water work.

ARTICLE 22 - *Motion passed*

To see if the Town will vote to appropriate the sum of Four Million Dollars (\$4,000,000) for the use of the Water Division of the Department of Public Works for the construction of a water treatment plant for the Brigham Street well and garage, and to meet said appropriation, the sum of Four Million Dollars (\$4,000,000) be raised by borrowing,

in accordance with the provisions of Massachusetts General Laws, Chapter 44, Sections 8(3A) or 8(4), or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

- Under Warrant Article 24 of the April 2008 Annual Town Meeting, funds were appropriated for the design of the Brigham Street well. This Article provides the funding for construction. The cost of this project will be financed by Water Fund fees and charges.

ARTICLE 23 - *Passed over*

To see if the Town will vote to appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the School Building Committee for a Feasibility Study for the Lincoln Street School located at 76 Lincoln Street, Northborough, MA, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

ARTICLE 24 - *Motion passed*

To see if the Town will vote to appropriate the sum of Sixty Two Thousand Dollars (\$62,000) for the use of the Northborough School Department for an integrated telecommunications system for the Peaslee School, and to meet said appropriation, the sum of Sixty Two Thousand Dollars (\$62,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(9), or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor, or take any action relative thereto.

ARTICLE 25 - *Motion passed*

To see if the Town will vote to amend the Northborough-Southborough Regional School Agreement by adding a new Section IV(h) as follows:

(h) With respect to the \$10,000,000 General Obligation Bonds, dated October 15, 2002, and \$14,724,539 General Obligation Bonds, dated August 1, 2008, issued by the District to finance an addition to and renovation of Algonquin Regional High School, beginning with the Fiscal Year 2011 and ending with the Fiscal Year 2027, the apportionment to each town of the installments of principal and interest on said bonds due in such fiscal year as determined in accordance with the preceding Section IV(d) shall be adjusted by reducing the amount apportioned to the Town of Northborough by \$40,372 and increasing the amount apportioned to the Town of Southborough by \$40,372. With respect to the apportionment of any external payments received by the District in association with the capital improvements for which said bonds were issued, the Town of Northborough and the Town of Southborough shall not initiate any litigation against each other, the Committee, the District, or any officers of the District.

ARTICLE 26 - *Motion passed*

To see if the Town will vote to accept Section 18 of Chapter 32B of the Massachusetts General Laws authorizing the Town to require all retirees, their spouses and dependents who are enrolled in Medicare Part A at no cost to the retiree, spouse or dependents, or eligible for coverage thereunder at no cost to the retiree, spouse or dependents, to be enrolled in a Medicare health benefits supplement plan offered by the Town, or take any action related thereto.

ARTICLE 27 - *Passed over*

To see if the Town will vote to accept Section 18A of Chapter 32B of the Massachusetts General Laws authorizing the Town to require all retirees, who retire after the acceptance of this Section, their spouses and dependents who have enrolled in Medicare Part A at no cost to the retiree, spouse or dependents, or are eligible for coverage thereunder at no cost to the retiree, spouse or dependents, to be enrolled in a Medicare health benefits supplement plan offered by the Town, or take any action related thereto.

ARTICLE 28 - *Motion passed*

To see if the Town will vote to approve an amendment to the Assabet Valley Regional

Vocational School District Agreement that would permit the election of members of the Assabet Valley Regional School District Committee at District-wide elections to be held at the biennial state elections as permitted by Chapter 71, Section 14E(3) of the General Laws, and make various related changes to the Assabet Valley Regional School District Agreement, which amendment shall be in the form set forth below, or take any action related thereto.

Amendment Number 3 -

Amendment to the Assabet Valley Regional Vocational High School District Agreement

The agreement providing for the establishment of the Assabet Valley Regional Vocational High School District, as amended, (the "District Agreement") is further amended as follows:

1. Strike out SECTION I and insert in lieu thereof the following:

SECTION I. THE REGIONAL DISTRICT SCHOOL COMMITTEE

(A.) Composition and Election

1. The powers and duties of the vocational regional school district shall be vested in and exercised by a vocational regional school district committee, hereinafter sometimes referred to as the "Committee", which shall have all the powers and duties conferred and imposed upon school committees and vocational school districts by general and special law and by this Agreement and which shall consist of seven members to be elected by all of the voters of the Assabet Valley Regional Vocational School District, hereinafter sometimes referred to as the "District", voting in a District election to be held at the biennial state elections. The term of office of each member shall be four years, commencing with the date of the biennial state election at which each such member was elected and thereafter, until their respective successors have been duly elected and qualified. One member of the Committee shall at all times be

a resident of the City of Marlborough and of each of the Towns of Berlin, Hudson, Maynard, Northborough, Southborough and Westborough.

2. Vacancies which occur on the Committee shall be filled by majority vote of the Selectmen or the City Council, as the case may be, in the member town or city in which the vacancy arises. An appointee filling any such vacancy shall serve the unexpired portion of the term.
3. The members of the Committee incumbent on the effective date of this amendment from the Towns of Berlin, Hudson, and Maynard, and from the City of Marlborough shall hold office until the 2010 biennial state election, and until their successors have been elected and qualified as herein provided. The members of the Committee incumbent on the effective date of this amendment from the Towns of Northborough, Southborough and Westborough shall hold office until the 2012 biennial state election, and until their successors have been elected and qualified, as herein provided.

(B.) Nominations

Nominations for membership on the Committee shall be made in accordance with all the procedures prescribed by Massachusetts General Laws, Chapter 53, §122, as from time to time amended, and other pertinent provisions of law.

(C.) Organization

Annually, at the first regular meeting of the Committee following the first Tuesday next after the first Monday in November, the Committee shall organize and choose by ballot a chairman and a vice chairman from among its own membership.

(D.) Quorum

A quorum for the transaction of business shall consist of a majority of the Committee but a lesser number may adjourn.

(E.) Ballot Format

The names and addresses of the candidates shall be arranged on the ballot according to the city or town in which they reside with a separate category for each city or town, the seat for which on the district School Committee is being filled in that election. For each category, there shall be printed such directions as will instruct the voter to vote for the number of candidates to be elected in each town.

(F.) Powers and Duties

The Committee shall have all the powers and duties confirmed and imposed upon it by this Agreement and such other additional powers and duties as are specified in Chapter 5B of the Acts of 1966, and any amendments thereof or additions thereto, now or hereafter enacted, or as may be specified in any other applicable general or special law.

2. This amendment to the Regional District Agreement shall become effective upon acceptance of said amendment by each of the member municipalities (as defined in the District Agreement) as provided for in Section VII of said Agreement.

ARTICLE 29 - Motion passed

To see if the Town will vote to accept the layout as a public way of Galahad Road as shown on the plan titled "Street Acceptance Plan of Galahad Road in Northborough and Shrewsbury, MA" dated January 13, 2009, prepared by Graz Engineering, L.L.C., a copy of which is on file in the Office of the Town Clerk, and to place this street on the Official Town Map as a public way, and to authorize the Board of Selectmen to accept or take by eminent domain deeds or easements for such public way, or take any action relative thereto.

ARTICLE 30 - Motion passed

To see if the Town will vote to authorize the Board of Selectmen to grant a perpetual conservation restriction on land located at 481 Howard Street, shown on Assessors' Map 12, as Parcel 2, in accordance with the requirements of M.G.L. Chapter 44B, Section 12(a), and M.G.L. Chapter 184, Sections

31-33, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Northborough to effect said conservation restriction, or take any action relative thereto.

ARTICLE 31 - Motion passed
(vote: 221 Yes, 82 No)

To see if the Town will vote to amend the Northborough Town Zoning Bylaw, Chapter 7, by replacing the text of the bylaw in its entirety with new text as found in the document labeled "Article 31 Zoning Bylaw," a copy of which is on file in the Office of the Town Clerk, and to amend the Zoning Map by deleting in its entirety the Zoning Map dated October 1975, amended in 1987 and 1996, and replacing it with the Zoning Map dated April 2009, a copy of which is on file in the Office of the Town Clerk, or take any action relative thereto.

Motion made to adjourn at
11:25pm - Motion passed



Town Meeting – 2nd night,
April 28th, 2009

ARTICLE 32 - Motion passed

To see if the Town will vote to amend the Northborough Municipal Code Chapter 1-12, Administrative Division, Section 1-12-090 Board of Appeals, by adding the words as shown in brackets and underlined [_] and deleting the words as shown in brackets[]:

Composition, mode of appointment, term of office. There shall be a Board of Appeals composed of [five (5)] [three (3)] members and [two (2)] [one (1)] or more alternates as required by the Zoning Bylaws, to be appointed by the Board of Selectmen. The term of office of each member shall be for three (3) years, such terms so arranged that as nearly an equal number of terms as is possible shall expire each year.

or take any action relative thereto.

ARTICLE 33 - Motion passed

To see if the Town will vote to appropriate the sum of Thirty Five Thousand Dollars (\$35,000) from the Community Preservation Fund revenues to the Northborough Town Clerk for the preservation of Town records,

dating from 1766 to the present, or take any action relative thereto.

ARTICLE 34 - Motion passed

To see if the Town will vote to appropriate the sum of Fifteen Thousand Dollars (\$15,000) from the Community Preservation Fund revenues to the Northborough Town Administrator's Office for the creation of a capital improvement plan for the preservation, rehabilitation, and restoration of the Town Office building, or take any action relative thereto.

ARTICLE 35 - Motion passed

To see if the Town will vote to appropriate the sum of Twenty Thousand Dollars (\$20,000) from the Community Preservation Fund revenues and place said amount in the Community Preservation Historic Resources Reserve for the purpose of future historical property preservation or acquisitions, or take any action relative thereto.

ARTICLE 36 - Motion passed

To see if the Town will vote to appropriate the sum of Twenty Thousand Dollars (\$20,000) from the Community Preservation Fund revenues to the Northborough Housing Partnership for the creation of an affordable housing needs analysis, or take any action relative thereto.

ARTICLE 37 - Motion passed

To see if the Town will vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) from the Community Preservation Revenue to the Northborough Affordable Housing Corporation for the acquisition and/or preservation of affordable housing units and costs associated with the purchase of said units, or take any action relative thereto.

ARTICLE 38 - Motion passed

To see if the Town will vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) from the Community Preservation Fund revenues, and place said amount in the Community Preservation Open Space Reserve for the purpose of future open space preservation and/or acquisitions, or take any action relative thereto.

ARTICLE 39 - Motion passed

To see if the Town will vote to appropriate the sum of Five Thousand Dollars (\$5,000) from the Community Preservation Fund revenues to the Northborough Trails Committee, a subcommittee of the Northborough Open Space Committee, for construction materials for new trails, or take any action relative thereto.

ARTICLE 40 - Motion passed

To see if the Town will vote to appropriate the sum of Twenty Four Thousand Five Hundred Dollars (\$24,500) from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for expenses associated with the implementation of the Community Preservation Act, including but not limited to, clerical assistance, office supplies, property surveys, appraisals, attorneys' fees, and other professional services, recording fees, printing, and all other necessary and proper expenses for the Fiscal Year 2010, or take any action relative thereto.

ARTICLE 41 - Motion passed

To see if the Town will vote to amend the Consolidated Personnel Bylaw as shown in the handout (copies of which were available in the Town Clerk's Office continuously prior to the posting of the Warrant until the time of Town Meeting) entitled "Article 41 - Consolidated Personnel Bylaw Amendments - 2009 Annual Town Meeting".

ARTICLE 42 - Motion passed

To see if the Town will vote to authorize the Board of Selectmen to petition the Senate and House of Representatives in General Court for special legislation authorizing the issuance of an additional license for the sale at retail of all alcoholic beverages, not to be drunk on the licensed premises, in substantially the following form and wording:

Notwithstanding the provisions of Section 17 of Chapter 138 of the General Laws, the licensing authority for the Town of Northborough is hereby authorized to issue a license for the sale at retail of all alcoholic beverages, not to be drunk on the premises, under the provisions of Section 15 of said Chapter 138. Said license shall be restricted to property on Route 20,

near Route 9, to be used for a Commercial Center generally shown on Northborough Assessors' Maps as follows, to promote economic vitality:

Map	Parcel
106	6
106	7
106	21
107	1
109	15

Said license shall be subject to all provisions of said Chapter 138, except Section 17; provided, however, that the licensing authority shall not approve the transfer of said license to any other location.

or take any action relative thereto.

ARTICLE 43 - Motion passed

To see if the Town will vote to transfer the care, custody, management and control of two (2) portions of a certain parcel of land, being Tax Map 215/044.0-0014-0000.0 Parcel "C", located on Valentine Road, and described in a deed dated January 5, 1989, recorded with the Worcester South District Registry of Deeds in Book 12219, Page 366, said portions shown on a survey plan entitled "Plan of Land in Northborough, Massachusetts, Owned by the Town of Northborough, Scale 1"=40', Date: February 17, 2009, Prepared by R.W. Hart Associates Inc., Northborough, Massachusetts, Registered Land Surveyors & Engineers," to be

recorded with the Worcester South District Registry of Deeds from the Parks and Recreation Commission for playground purposes to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey the fee ownership interest in said portions, one portion to Robert A. DiGregorio and Joyce DiGregorio, and the other portion to Andrew D.W. McKie and Susan E. McKie, on such terms and conditions as the Board of Selectmen shall deem appropriate, and, further, to see if the Town will vote to authorize the Board of Selectmen to petition the Massachusetts General Court to approve said transfer, change in use and conveyance pursuant to the provisions of Article 97 of the Articles of Amendment to the Massachusetts Constitution, or take any action relative thereto.

- This article allows the Town to transfer ownership of those portions of Town-owned property currently in use by the DiGregorios and the McKies.

ARTICLE 44 CITIZENS' PETITION - Passed over

To see if the Town of Northborough will vote to:

Amend the current leash law to allow for dogs under voice control and close supervision to be off leash in designated public areas. We request that the bylaw definitions be changed as below.

10-10-10 Definitions

RESTRAINT: A dog is under restraint within the meaning of this Article if he is controlled by a leash, is on or within a vehicle being driven or parked on the streets, is within the property limits of its owner or keeper, is within the property limits of another person with the knowledge and permission of such other person, [or is on designated off leash public lands].

EXCEPTIONS:

1. Any dog that is being used as a so-called "hunting dog" and is being supervised as such by a person competent to restrain such dog so that it shall not be a threat to public safety.
2. Any police dog that is acting in the line of duty.
3. Any certified service dog acting as an aid to a handicapped person.
- [4. Any dog that is in a designated off leash area and is under voice control and close supervision by a person competent to restrain such dog so that it shall not be a threat to public safety.]

Proposed by: Citizen's group known as People Who Play With Pups

8:46pm, Motion made to dissolve the meeting - Motion passed

Northborough Annual Town Election - May 11, 2009

CANDIDATE	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
Town Moderator					
Frederick A. George, Jr. (re)	210	269	251	267	997
Write-ins					0
Blanks	35	62	51	64	212
Total votes	245	331	302	331	1209

Board of Selectmen					
Kenneth Jeff Amberson (re)	160	190	171	202	723
William J. Pantazis (re)	165	195	179	215	754
Howie Stone - Write-ins	59	106	115	94	374
Write-ins					0
Blanks	106	171	139	151	567
Total votes	490	662	604	662	2418

Planning Board					
George E. Pember (re)	195	244	222	242	903
Write-in - Leslie Harrison	20	39	12	16	87
Write-ins					0
Blanks	275	379	370	404	1428
Total votes	490	662	604	662	2418

Northborough School Committee 3 yr					
Cecil L. Adderley III (re)	133	122	132	129	516
Susan D. Sartori (re)	131	194	186	236	747
Stephen Thomas Witkowski	137	180	158	186	661
Write-in					0
Blanks	89	166	128	111	494
Total votes	490	662	604	662	2418

Nboro votes for NB/SB Regional School					
Northborough Candidate					
Susan D. Sartori (re)	164	232	201	246	843
Helynn B. Winter	170	194	202	217	783
Write-ins					0
Blanks	156	236	201	199	792
Total votes	490	662	604	662	2418

Sboro votes for NB/SB Regional School					
Northborough Candidate					
Susan D. Sartori (re)					265
Helynn B. Winter					261
Write-ins					0
Blanks					268
Total votes					794

Total votes - Northborough candidates for N/S School Committee					
Susan D. Sartori (re)					1108
Helynn B. Winter					1044
Blanks					1060
Total votes					3212

Northborough Vote for NB/SB Regional School - Southborough Candidate					
Susan P. Dargan	98	109	98	110	415
David C. Rueger	93	119	108	121	441
Kathleen A. Harragan	101	130	125	125	481
Write-ins					0
Blanks	198	304	273	306	1081
Total votes	490	662	604	662	2418

Southborough Vote for NB/SB Regional School - Southborough Candidate					
Susan P. Dargan					279
David C. Rueger					136
Kathleen A. Harragan					279
Write-ins					0
Blanks					100
Total votes					794

Total votes - Southborough candidates for N/S School Committee

	N	S	Totals
Susan P. Dargan	415	279	694
David C. Rueger	441	136	577
Kathleen A. Harragan	481	279	760
Write-ins			0
Blanks			1181
			3212

*Total Reg Voters Prec. 1	2326
*Total Reg Voters Prec. 2	2440
*Total Reg Voters Prec. 3	2477
*Total Reg Voters Prec. 4	2489
*Total Number Registered	9732
Total Votes Cast in Precinct 1	245
Total Votes Cast in Precinct 2	331
Total Votes Cast in Precinct 3	302
Total Votes Cast in Precinct 4	331
Total Votes Cast =	1209
Percentage Voter Turnout	12.42%

* As of April 7, 2009: Deadline to register to vote for Annual Town Election in Northborough

A True Copy Attest:
Andrew T. Dowd, Northborough Town Clerk

Special State Primary Election - Northborough - December 8, 2009

CANDIDATE	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
Republican					
Senator in Congress					
Scott P. Brown	104	137	119	148	508
Jack E. Robinson	15	9	15	13	52
Write-ins					0
Write-ins					0
Blanks	1	1	2	0	4
TOTALS	120	147	136	161	564

Democrat

Senator in Congress					
Michael E. Capuano	65	115	100	93	373
Martha Coakley	179	156	188	204	727
Alan A. Khazei	40	60	41	67	208
Stephen G. Pagliuca	39	51	45	48	183
Write-In					0
Write-In					0
Blanks	2	2	0	2	6
TOTALS	325	384	374	414	1497

Libertarian

Senator in Congress					
Write-ins					0
Write-ins					0
Blanks	0	2	0	0	2
TOTALS	0	2	0	0	2

*Total Registered Voters Pct. #1 2355
 *Total Registered Voters Pct. #2 2449
 *Total Registered Voters Pct. #3 2489
 *Total Registered Voters Pct. #4 2499
 *Total Number Registered 9792

Total votes cast Pct. #1 445
 Total votes cast Pct. #2 533
 Total votes cast Pct. #3 510
 Total votes cast Pct. #4 575
 Total votes cast 2063
 Voter turnout 21.07%

*As of the November 18, 2009 deadline to register to vote for the Special State Primary

A True Copy Attest:
Andrew T. Dowd, Northborough Town Clerk

Application for Northborough Town Government

Name: _____

Address: _____

Telephone (Work): _____ Telephone (Home): _____

Town Position Desired: _____

Have you ever served on a Government Committee? ☐ Yes ☐ No

If yes, name of Committee/Office held: _____

Occupation: _____

Education: _____ If college graduate, indicate major: _____

How many years have you lived in Northborough? _____

Please attach a resume or briefly describe your interest and provide background information regarding your interest in serving on this particular board.

Completed application should be returned to:

Diane Wackell, Selectmen's Office, Municipal Office Building, 63 Main Street, Northborough, MA 01532

For information on available appointments call 508-393-5040

Growth Trends

YEAR	POPULATION	REG. VOTERS	HOUSES	TAX RATE	TOTAL VALUATION
1940-49	2,958		742		2,145,895
1950-54	4,713		1,074		3,906,825
1955-59	6,839		1,647		16,027,995
1960	7,183	3,006	1,728	44.00	16,298,325*
1964	8,040	3,236	1,882	38.00	29,520,640*
1968	8,706	3,500	2,079	37.50	39,103,830
1972	9,188	4,467	2,349	54.00	52,655,980
1976FY	10,561	5,038	2,661	54.60	61,896,155
1977FY	10,507	5,138	2,703	58.40	65,588,465
1978FY	10,582	5,726	2,717	64.00	68,154,865
1979FY	10,773	5,463	2,738	75.30	67,171,695
1980FY	10,462	5,129	2,781	75.00	68,576,885
1981FY	10,712	5,452	2,800	73.00	71,100,005
1982FY	10,620	5,632	2,833	27.00	231,955,042*
1983FY	11,000	5,662	2,866	24.80	256,467,195
1984FY	10,938	5,728	2,880	23.00	284,936,652*
1985FY	10,964	5,484	2,897	23.50	219,684,166
1986FY	11,079	5,775	3,015	23.50	236,812,190
1987FY	11,445	6,155	3,269	17.80	450,344,800
1988FY	11,594	5,927	3,373	17.50	477,809,150 *
1989FY	11,390	5,804	3,425	18.95	497,272,250
1990FY	11,549	5,905	3,572	10.80	935,350,985*
1991FY	11,664	6,201	3,641	11.62	968,529,015
1992FY	11,780	6,351	3,675	13.33	899,844,213
1993FY	12,172	7,094	3,692	14.54	853,602,147
1994FY	12,302	6,856	3,757	15.70	814,060,518
1995FY	12,704	7,241	3,843	15.97	828,508,734
1996FY	12,799	7,176	3,962	16.20	907,049,610
1997FY	13,014	8,123	4,062	16.52	939,535,960
1998FY	13,374	8,339	4,183	16.30	939,535,960*
1999FY	13,400	8,499	4,242	15.40	1,034,825,814
2000FY	13,985	8,561	4,336	16.21	1,090,648,617
2001FY	14,182	9,231	4,469	16.84	1,133,703,807*
2002FY	14,185	8,553	4,497	15.23	1,323,615,920
2003FY	14,004	8,574	4,478	16.58	1,353,523,390
2004FY	14,080	8,798	4,491	15.83	1,504,004,730*
2005FY	14,293	9,235	4,562	13.32	1,606,540,400
2006FY	14,505	9,188	4,601	12.27	1,829,349,000
2007FY	14,726	9,296	4,748	12.39	1,946,347,900*
2008FY	14,685	9,228	4,811	13.28	1,900,073,400
2009FY	14,550	9,814	4,813	13.76	1,906,158,600
2010FY	14,575	9,856	4,850	14.38	1,911,181,900*

*Revaluation Year

Information and Statistics



View from Top of Mt. Pisgah

INCORPORATED	January 24, 1766	
LOCATION	Latitude	42.19 min. 11 sec. North
	Longitude	71.38 min., 34 sec West
AREA	18.72 square miles	
ALTITUDE	Mean	300 feet above sea level
	Top of Water Tower	440 feet above sea level
	Top of Mt. Pisgah	715 feet above sea level
HIGHWAYS	State Highways	11.91 miles
	County & Town Highways	68.06 miles
TOTAL	79.97 miles	



Vital Statistics 2009

BIRTHS - 133

Children born in Northborough, and children who were born in another town in the Commonwealth, but whose parents resided in Northborough at the time of birth.

DEATHS - 146

Citizens who died in Northborough or who died in another town in the Commonwealth but were residents here.

MARRIAGES - 54

Citizens of the Commonwealth who applied for their marriage license in the Town of Northborough. These are not necessarily residents of the Town.

Respectfully submitted,
Andrew T. Dowd,
Northborough Town Clerk

SERVICE – IF YOU WANT...	TOWN DEPARTMENT – CALL...	PHONE #
Birth Certificates	Town Clerk	508-393-5001
Building Permits	Building Department	508-393-5010
Burning Permits	Fire Headquarters, 11 Pierce Street	507-393-1537
Business Certificates	Town Clerk	508-393-5001
Cable Access	Cable Access Director	508-393-6195
Cemetery Graves	Department of Public Works	508-393-5030
Census	Town Clerk	508-393-5001
Class I, II, III Licenses	Administration	508-393-5040
Common Victualler Licenses	Administration	508-393-5040
Conservation Issues	Engineering	508-393-5015
Counseling	Family & Youth Services	508-393-5020
Death Certificates	Town Clerk	508-393-5001
Dog Issues	Dog Officer	508-842-8208
Dog Licenses/Fine Payments	Town Clerk	508-393-5001
Earth Removal Issues	Engineering	508-393-5015
Economic Development	Administration	508-393-5040
Employment Opportunities	Administration	508-393-5040
Excise Bill Payments	Treasurer/Collector	508-393-5045
Firearm Permits	Police Headquarters, 211 Main Street	508-393-1515
Fishing/Hunting Licenses	Town Clerk	508-393-5001
Food Service Permits	Board of Health	508-393-5009
Groundwater Issues	Engineering	508-393-5015
Library Services	34 Main Street	508-393-5025
Liquor Licenses	Administration	508-393-5040
Marriage Licenses	Town Clerk	508-393-5001
Motor Vehicle Abatements	Assessors	508-393-5005
Motor Vehicle Excise Questions	Assessors	508-393-5005
Park/Field Usage	Recreation	508-393-5034
Passports	Town Clerk	508-393-5001
Personnel Inquiries	Administration	508-393-5040
Plumbing, Gas, Electrical Permits	Building Department	508-393-5010
Property Info, Assessments, Record Cards	Assessors	508-393-5005
Raffle Permits	Town Clerk	508-393-5001
Recreation Program	Recreation	508-393-5034
Recycling Information/Bins	Engineering	508-393-5015
Residents Listing Book	Town Clerk	508-393-5001
Rubbish Collection	Engineering	508-393-5015
School-Age Child Care	NEDP	508-393-7020
School Administration	Supt., 53 Parkerville Rd., Southborough	508-486-5115
Senior Center Information	Senior Center, 1 Centre Drive	508-393-5035
Septic System Installations	Board of Health	508-393-5009
Site Plans	Planning	508-393-5019
Street/Sidewalk Issues	Department of Public Works	508-393-5030
Subdivision Plans	Planning	508-393-5019
Swimming Pool Permits	Building Department	508-393-5010
Tax Bill Payments	Treasurer/Collector	508-393-5045
Tax Exemptions	Assessors	508-593-5005
Town Code/Town Bylaws	Town Clerk	508-393-5001
Town Web Information	MIS/GIS	508-393-1525
Vaccination Information	Board of Health	508-393-5009
Veterans Information	Veterans Agent	508-393-5024
Voter Registration	Town Clerk	508-393-5001
Water/Sewer Bill Payments	Department of Public Works	508-393-5030
Wood Stove Permits	Building Department	508-393-5010
ZBA Special Permits/Variations	Planning	508-393-5019