





Table of Contents

Town Organization	3	Town Reports – General Administration		Town Reports – Community Services	
Boards, Committees, Commissions		Board of Selectmen	10	Council on Aging/Senior Center	36
Organization	4	Town Administrator	12	Northborough Free Library	37
Officers of the United States	5	Finance Department	14, 16, 17, 18	Recreation Department	38
Officers of the Commonwealth	5	MIS/GIS Department	20	Family & Youth Services Department	40
Elected Officers	5	Town Clerk's Office	21	Public Access Cable Television	41
Boards, Committees, Commissions	5, 6, 7	Planning Department	22	Historical Commission	41
Town Personnel		Engineering Department	24	Veterans' Services	42
General Administration	8	Town Reports – Public Safety		Housing Authority	42
Public Safety	8, 9	Police Department	26	Northborough Food Pantry	42
Public Works	9	Fire Department/EMS	28	Community Affairs Committee	43
Community Services	9	Building Department	30	Cultural Council	43
		Health Department	31	Scholarship Committee	43
		Building A Healthy Northborough	32	Northborough School District	
		Town Reports – Public Works		School Committee and Administration	44
		Public Works Department	34	Superintendent's Message	46
				School Faculty	48
				School Financial Statement	51
				Annual Town Meeting Warrant	52
				Meeting Nights	59
				Application for Town Government	60
				Telephone Numbers	inside back cover



Community Profile

Incorporated

- 1766

Land Area

- 18.72 Sq. Miles

Public Roads

- 92.76 Miles

County

- Worcester

Population

- 14,798

Form of Government

- Town Administrator
- Five-member Board of Selectmen
- Open Town Meeting

FY2013 Tax Rate per Thousand

- \$16.11

2012 Average Single Family Home Value

- \$383,646

To find out more about Northborough's municipal services, please visit:

www.town.northborough.ma.us

Town Offices

63 Main Street

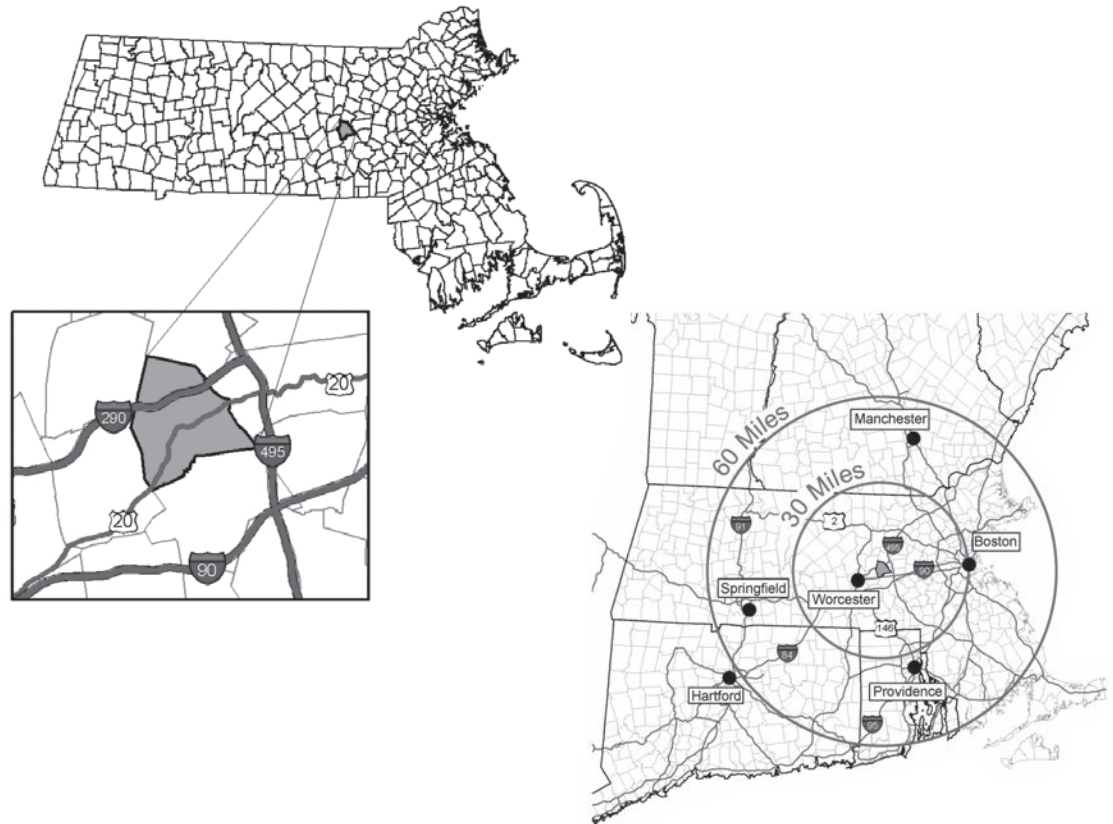
Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

townadmin@town.northborough.ma.us

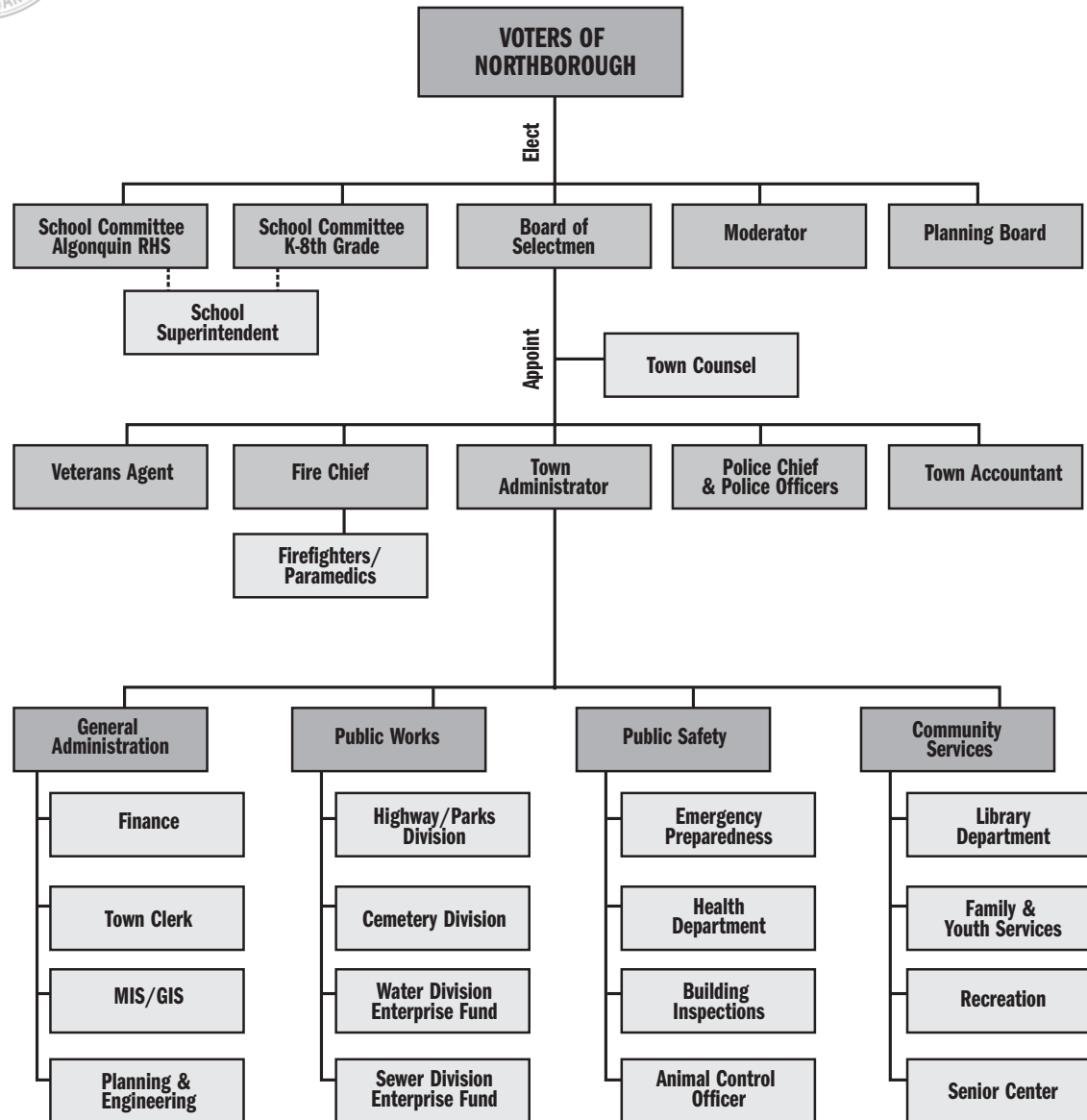
In The Center Of It All: Northborough, Massachusetts



The Town of Northborough is a suburban community which offers classic New England charm while providing access to educational opportunities, a mix of retail establishments and restaurants, a variety of housing options, and a stable and prospering business environment. These attributes make Northborough an attractive community in which to live, shop and work. Because Northborough is centrally located and in close proximity to I-495, I-290 and the Mass Pike I-90, it is a desirable area for travelers heading to Boston, New Hampshire, Rhode Island and Connecticut.

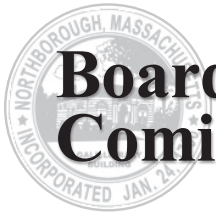


Town Organization

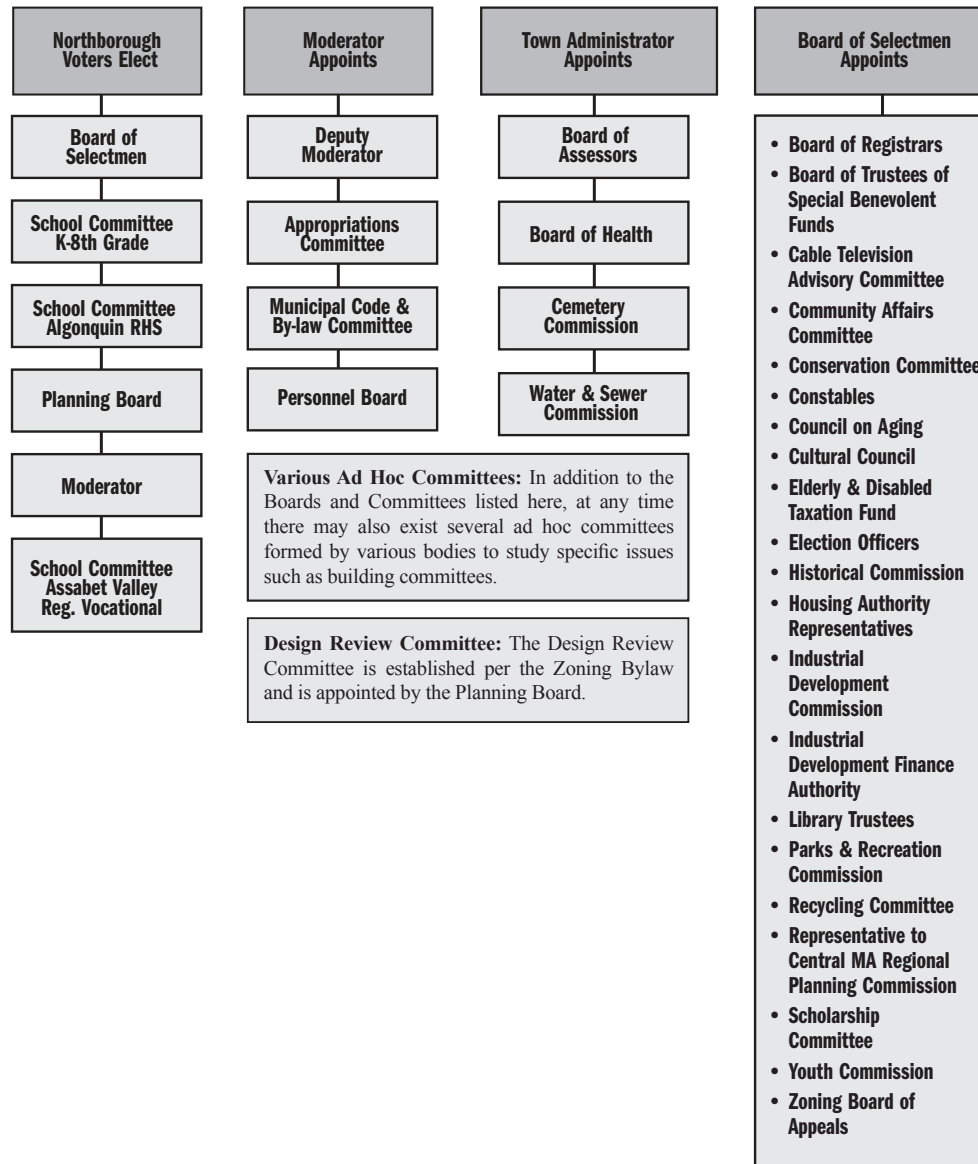


Personnel Appointing Authority

- **Voters** elect the Board of Selectmen, School Committees, Planning Board and Town Moderator.
- **The Northborough K-8 School Committee and the Algonquin Regional High School Committee** appoint the Superintendent.
- **The Board of Selectmen** appoint the Town Administrator, Fire Chief (Chief appoints firefighters/paramedics), Police Chief, Police Officers, Town Counsel, Town Accountant and Veterans Agent. The Selectmen also appoint the Library Board of Trustees, which operates under their general administrative direction to appoint the Library Director and staff.
- **The Town Administrator** appoints all other Town Personnel and is responsible for overall budgeting and financial coordination between departments. At the pleasure of the Board of Selectmen, the day-to-day activities of Town Counsel, the Town Accountant and the Veterans Agent coordinate through the Town Administrator's Office.

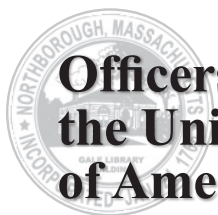


Boards, Committees, Commissions Organization



Boards & Committees with Multiple Appointing Authorities

- **Financial Planning Committee:** The Financial Planning Committee consists of six members, three appointed by the Moderator, one by the Planning Board, one by the School Committee, and one by the Appropriations Committee for three-year terms.
- **Earthwork Board:** The Earthwork Board consists of five members, one each appointed by the Moderator, the Board of Selectmen, the Conservation Commission, the Zoning Board of Appeals and the Planning Board for three-year terms.
- **Groundwater Advisory:** The Groundwater Advisory Committee consists of five members, one each appointed by the Planning Board, the Conservation Commission, the Board of Health, the Board of Selectmen and the Water & Sewer Commission for indefinite terms.
- **Community Preservation Committee (CPC):** The CPC consists of nine members, one each from the Open Space Committee, the Conservation Committee, the Planning Board, the Parks & Recreation Commission, the Historical Commission, the Housing Authority, and three members appointed by the Board of Selectmen for three-year terms.
- **Open Space Committee:** The Open Space Committee consists of seven members, one each from the Planning Board, Conservation Commission, Parks & Recreation Commission, Board of Selectmen, and three members and two alternates appointed by the Board of Selectmen for three-year terms. The Trails Committee is a subcommittee of the Open Space Committee.
- **Housing Partnership:** The Housing Partnership Committee consists of nine members, one each from the Board of Selectmen, Planning Board, Housing Authority, Council on Aging and five members appointed by the Board of Selectmen, one of which must be a realtor, for three-year terms.
- **LEPC:** The Northborough Local Emergency Planning Committee is a committee established through the Federal Emergency Planning and Right-To-Know Act (EPCRA) of 1986. Local, State, and Federal members work together to formulate emergency planning for hazardous materials within Northborough, exercise the plan annually, maintain training for hazardous materials emergencies, and provide information on hazardous materials to the public. Membership includes: State and Local Elected Officials, Hospitals, Firefighters, Environmental Groups, Law Enforcement Personnel, News Media, Civil Defense Officials, Community Groups, Public Health Officials, Transportation Resources, and Hazardous Materials Facilities.



Officers of the United States of America

President

Barack H. Obama

Vice President

Joseph R. Biden

Senators in Congress

Scott P. Brown

John F. Kerry

Congressman, 3rd District

James P. McGovern



Officers of the Commonwealth of Massachusetts

Governor

Deval L. Patrick

Lieutenant Governor

Timothy P. Murray

Secretary of the Commonwealth

William F. Galvin

Treasurer

Steven Grossman

Attorney General

Martha Coakley

Auditor

Suzanne M. Bump

Governor's Council 3rd District (Pct. 3)

Marilyn Petitto Devaney

Governor's Council 7th District (Pct. 1, 2, 4)

Thomas J. Foley

State Senator (Pct. 3) Middlesex & Worcester

James B. Eldridge

State Senator (Pct. 1, 2, 4) 1st Worcester

Harriette L. Chandler

State Rep. 12th Worcester District

Harold P. Naughton**



Elected Officers

Moderator

Frederick A. George

Deputy Moderator

Gerald Hickman

Board of Selectmen

William Pantazis, Chrm

Jeff Amberson

Aaron Hutchins

Dawn Rand

Leslie Rutan

Planning Board

Rick Leif, Chrm

Theresa Capobianco

Michelle Gillespie

Leslie Harrison

George Pember

Assabet Valley Regional Vocational District School Committee

Virginia Simms George

**Michael Casaceli*

Northborough School Committee

Nancy Berglund, Chrm

Joan Frank

John Kane

Patricia Kress

Shirley Lundberg

**Susan Sartori*

Northborough/Southborough Re- gional School Committee

N-Shirley Lundberg, Chrm

N-Joan Frank

N-Ganaraga Thejaswi

N-Scott Karpuc

N-Helynn Winter

S-Paul Butka

S-Susan Dargan

S-Daniel Kolenda

S-Kathleen Harragan Polutchko

S-David Rueger

**Susan Sartori*



Boards, Committees & Commissions

Council on Aging

Adrienne Cost, Chrm

Jarl Anderson

Edward Bombard

Linda Cragin

Alan Gustafson

Phylis Muthee

Alice Stapelfeld

**Deborah Campana*

**Robert Giles*

Appropriations Committee

Elaine Kelly, Chrm

Robert D'Amico

Janice Hight

Dan McInnis

Richard Nieber

Anthony Poteete

Board of Assessors

Daniel Brogie, Principal

James Dillon

Arthur Holmes

**Diane O'Connor*

Cable Television Advisory Committee

Richard Swee, Chrm

Bruce DeGraaf

Jack Gold

Jeff Junker

James Murphy

Cemetery Commission

Gail Forsberg

William Graham

Maureen Sargent

Community Affairs Committee

Virginia Simms George, Chrm

Patricia Griffin

Lisa Hodge

Linda Levitt

Kara McCormick

Erica Robinson

Amy Rogers

Karen Marie Tucker

**Jessica Nault*

** Resigned / Retired / Term Expired / Other*

*** District will change in 2013*



Boards, Committees, Commissions

Community Preservation Committee

John Campbell, Chrm (Open Space)
Andrew Clark
Christopher Kellogg
Peter Martin
Sean Durkin (Parks & Rec Comm)
Kathleen Polanowicz (Housing Authority)
Michelle Gillespie (Planning Board)
Todd Helwig (Conservation)

Conservation Commission

Wayne Baldelli, Chrm
Thomas Beals
Chelsea Christenson
Diane Guldner
Todd Helwig
Maurice Tougas
Greg Young

Constables

Lawrence Beatty
Raymond Reynolds

Cultural Council

Catherine Arcona
Stephen Dennis
Yurima Guilarte
Carl Kinkel
Ande Lockwood
Ingrid Molnar
Sanjeev Wadhwani
**Kim Henderson-Lee*

Design Review Committee

Michelle Gillespie, Chrm
Anthony Abu
Pamela Bleakney
Tom Reardon
David Veron

Earth Removal Board

Janet Sandstrom, Chrm
Thomas Beals
Nicholas Howorth
Frederic Philcox
Anthony Ziton

Elderly & Disabled Taxation Fund Committee

Jennifer Critchlow
**Mitchell Gordon*

Financial Planning Committee

Jason Perreault, Chrm
Heidi Bourque Gleason
David DeVries
Michael Hodge
Roger Leland
Richard Smith

Groundwater Advisory Committee

Bryant Firmin
Diane Guldner
Deirdre O'Connor
George Pember
Leslie Rutan

Board of Health

Glenn French, Chrm
Dilip Jain
Deirdre O'Connor

Historical Commission

Normand Corbin, Chrm
Stephen Anderson
Debra Comeau
Marie Nieber
Brian Smith
Stephanie Stockman
Amy Jo White
**Donald Haitsma*
**Marie Wyman*

Housing Authority

Raymond Reynolds, Chrm
Brad Newman
Rita Osborne
Jean Perry
Kathleen Polanowicz (State Appt)

Housing Partnership

Rick Leif, Chrm (Planning Board)
Nicole Carey
Michael Durkin
Robert Kimball
Jeff Amberson (Selectmen)
Brad Newman (Housing Authority)

Industrial Development Commission

Mark Donahue, Chrm
Budhinath Padhy
Tim Shay

Industrial Development Finance Authority

George Pember, Chrm
William McGourty
Francis McKenna

Library Trustees

Lara Helwig, Chrm
Jane Clark
Mary Crowley
Leslie Homzie
Ralph Parente
James Pini
Michelle Rehill
John Stoddard
Barbara Virgil
**Tonya List*
**Virginia Simms George*

Municipal Code & Bylaw

Lorraine Leland, Chrm
Richard Kane
Telford Knepper
Andrea Leland

Open Space Committee

John Campbell, Chrm
Charles Bradley
Dan Clark
Jeff Amberson (Selectmen)
Leslie Harrison (Planning Board)
David Putnam (Parks & Rec)
Greg Young (Conservation)
Ashley Davies (Alternate)
Robert Mihalek (Alternate)

Parks & Recreation Commission

Sean McCann, Chrm
Sean Durkin
David Putnam
David Rawlings
James Wing

Personnel Board

Virginia Simms George, Chrm
Charles Frankian
Susan LaDue
Ann Levenson



Boards, Committees, Commissions

Recycling Commission

Justin Fisher
Ingrid Molnar
June Stokoe
Brian Swanson

Board of Registrars

Andrew Dowd, Ex-Officio
Nancy McNamara
Claire Swan
**Joann Sharp*

Scholarship Committee

Robert D'Amico, Chrm
Brian Braveman
James Kihungi
Marjorie Markson
Kelly Moran

Trails Committee

Charles Bradley
Matthew Cooper
George Curtis
Sherral Devine
Dominik Faissler
Marie-Anne Faissler
Claude Guerlain
John Karpuk
Scott Karpuk
Nancy Kellner
Forest Lyford
James Stein
Marielle Stone

Trust Funds Committee

Lorraine Leland, Chrm
Andrea Leland
Denise Nadler

Water & Sewer Commission

John Meader, Chrm
Bryant Firmin
David Pepe

Youth Commission

Sandra Scott, Chrm
Gretchen Bean
Christopher Benestad
Joan Clementi
Rebecca Haberman
Lori Mott
Sylvia Pabreza

Zoning Board of Appeals

Richard Rand, Chrm
Fran Bakstran
Richard Kane
Mark Rutan
Robert Berger (Alternate)
Jeffrey Cayer (Alternate)
**Craig Gugger*

**Resigned / Retired / Term Expired / Other*

Meeting Schedule

Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Auditorium
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Board of Health	2nd Tuesday	6:00 PM	Selectmen's Meeting Room
Conservation Commission	2nd Monday	7:00 PM	Conference Room B
Northborough School Committee	1st Wednesday	7:00 PM	Melican Middle School Library
Parks & Recreation Commission	1st Tuesday	6:30 PM	Recreation Center
Planning Board	1st & 3rd Tuesdays	7:00 PM	Conference Room B
Regional School Committee	3rd Wednesday	7:00 PM	Algonquin High School Library
Zoning Board of Appeals	4th Tuesday	7:00 PM	Conference Room B

** See page 59 for full Meeting Schedule*



Appointed Officers

Town Administrator

John W. Coderre

Assistant Town Administrator

Kimberly (Hood) Foster

Executive Assistants

Mary Jean (MJ) Fredette
Diane Wackell

Finance Director

June Hubbard-Ward

Asst. Treasurer/Collector

Cheri Cox

Asst. Tax Collector

Elaine Dell'Olio

Financial Assistant

Marijane Pescaro

Town Accountant

Jason Little

Assistant Town Accountant

Wendy Ricciardi

Principal Assessor

Daniel Brogie
**Diane O'Connor*

Part-time Assessors

Arthur Holmes
James Dillon

Assessor's Assistants

Mary Carey
Susan Reagan

Town Clerk

Andrew Dowd

Assistant Town Clerk

Teresa Kelly

Town Counsel

Kopelman & Paige

Town Planner

Kathryn Joubert

Town Engineer

Fred Litchfield

Administrative Assistant

Debra Grampietro

Conservation Agent

Mia McDonald

Conservation/Earth Removal Board Secretary

Eileen Dawson

ZBA Board Secretary

Elaine Rowe

Town Hall/Police Custodian

Hosannah Pires



Police Chief

Mark K. Leahy

Police Lieutenant

William E. Lyver, Jr.

Police Sergeants

Demosthenes Agiomavritis
James Bruce
Joseph Galvin
William Griffin

Detective Sergeant

Brian Griffin

Patrol Officers

Kostas Agiomavritis
Justin Faucher
Nathan Fiske
Robert Haglund
Patrick Kelly
Scott Maffioli
Phillip Martin
Eric Michel
Jeffrey Noel
James Scesny
Jeremy Trefry
**Ryan Caneen*
**Shane DiDonato*

Administrative Assistant

Karen Mueller

Supervisor of Communications & Records

William Toomey

Dispatchers

Chris Carleton
Dennis Carlson
Christopher Cherry
Thomas McDonald
Amanda Stone
**Jody Blanchard*
**Michael Burnell*

Fire Chief

David Durgin

Fire Captains

Daniel Brillhart
James Houston
Frederick Hurst
Robert Theve

Firefighters/EMTs

Steven Brosque
Michael Burnell
Dennis Carlson
Donald Charest
Zachary Charest
Jamie Desautels
Patrick Doucimo
James Foley
Michael Gaudette
Jeffrey Legendre
Patrick McManus
Jeremy Peters
Douglas Pulsifer
Scott Reynolds
Michael Sholock
Barry Sullivan
Christopher Tetreault
Todd Yellick
**William Farnsworth, Jr.*

Firefighters

Michael Serapiglia

Trainees

Patrick Byrne

Safety/Fire Prevention

Richard Sargent

Administrative Assistant

Deborah Bent

Chaplain

Richard Martino

Haz Mat Assistant

Nancy Lepore

Office Assistant

Laurie Gaudette

Inspector of Buildings

Frederick Lonardo
**William Farnsworth, Jr.*

**Resigned / Retired / Term Expired / Other*



Local Building Inspector

**Frederick Lonardo*

Administrative Assistants

Louise Leo
Sarah Roach

Animal Inspector

Leslie Boardman

Plumbing & Gas Inspector

A. Richard Desimone

Call Assistant

Plumbing & Gas Inspector

Henry Pacific

Wiring Inspector

Robert Berger

Call Assistant Wiring Inspectors

William Reilly



Cable Access Director

Kathleen Dalglish

Studio Assistant

Terry Crean

MIS/GIS Director

David Kane

Assistant MIS/GIS Director

John Sabatini

DPW Director

Daniel Nason

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

Mechanic

Michael Roberts

Water/Sewer Supervisor

Paul Corbosiero

Water/Sewer Maintenance Workers

Timothy Davison
Steven Jobes
Jeremy Weeks



Health Agent

Jamie Terry

Administrative Assistants

Louise Leo
Sarah Roach

Senior Center Director

Kelly Burke

Outreach Coordinator

Jocelyn Ehrhardt

Office Assistant

Nancy Dragon

Van Drivers

Kevin Daley
Joseph Duca
Joseph LaValle
Dennis Parker

Family & Youth Services Director

June David-Fors

FYS Counselor

Sandra Peters

Administrative Assistant

Kathy Brumby

Veterans Agent

Richard Perron



Library Director

Jean Langley

Librarians

Laura Brennan
Deborah Hersh
Rebecca Holzman
Sandra Stafford
**Marcie Brandriff*

Circulation Desk Supervisor

Julie Brownlee

Library Assistants

Kristen Bartolomeo
Juliane Bozicas
Marjorie Femia
Geneinde Jones
Bonny Krantz

Financial Assistant

Kathleen Whitman

Recreation Director

Allison Lane

Administrative Assistant

Michelle Lyseth

**Resigned / Retired / Term Expired / Other*



Board of Selectmen

Meeting Information

- The Board of Selectmen meets on the 2nd and 4th Monday of each month, unless otherwise noted.
- Agendas and Meeting Minutes are available on the Town's website.
- Each Selectmen's Agenda includes a public comments portion in order to provide an opportunity for any citizen to come before the Board to speak for any reason.
- Regularly scheduled meetings are broadcast live, re-broadcast on Northborough's Cable Access Channel and can be viewed through the Town's website.
- All Board, Committee and Commission meetings are open to the public.

Visit us on-line at www.town.northborough.ma.us The Town's website is full of important and helpful information about your community. Town department web pages are continuously maintained and updated.

Subscribe to Town News

Whenever a new event or document is posted to the Website, residents have an opportunity to receive a copy of that posting via email. This opt-in email distribution list delivers information on Town activities including: storm-related information, public health and public works alerts, recycling information, election information and other special Town-related events. These notices are a helpful tool in getting the word out quickly and efficiently and in advance to the public. Residents can also subscribe to receive agendas and minutes of the meetings for the Zoning Board of Appeals, Board of Selectmen and Planning Board.

Currently there are 515 residents that take advantage of the Town News Subscription service. We would like to see every resident subscribe to receive these emails as this is a timely and cost-effective communication tool. Residents can subscribe at: www.town.northborough.ma.us/subscriber.

Finances

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 Town Administrator John Coderre and his creative and conservative approach in developing the FY 2013 Budget, a budget that was within the confines of Proposition 2½ was presented and adopted at the 2012 Annual Town Meeting.

The Board of Selectmen would like to publicly acknowledge the efforts and commitment of the Town Administrator and the financial team in developing each fiscal year budget using the highest principles of governmental budgeting. At a time when financial matters are most critical, the Budget document can now be used as a valuable tool for the residents, presented in a very user-friendly, easy-to-understand document. The average citizen can now go to Town Meeting and feel as if they are able to participate in a meaningful way in their local government.

The Board of Selectmen, together with the Town Administrator, the municipal departments, the School Superintendent, and the Appropriations and Financial Planning Committees will continue to work together in order to communicate clearly to our residents what we are doing, why we are doing it and what it means for our community.

Building a Healthy Northborough

Building a Healthy Northborough is a community initiative that was established to create healthy eating and physical activity opportunities for children and their families through programs, policies, systems, and environmental changes. Through grant funding, the multi-component initiative engages key community stakeholders in the Town including school administrators, local businesses, government, youth, and families. The effort is led by Northborough's Director of Family and Youth Services, Health Agent, Recreation Director, Town Planner, and the Co-Directors of Northborough Extended Day Program Inc.

The collaboration and shared vision of the four Town Hall Offices, the School Department, and the Northborough Extended Day Program, Inc. has made Building a Healthy Northborough an extremely positive program. Most importantly, the program is improving the health of Northborough's children.



Board of Selectmen from left to right: William Pantazis, Leslie Rutan, Jeff Amberson, Dawn Rand and Aaron Hutchins.

In June of 2012, several local restaurants were recognized with an award through the "Building a Healthy Northborough Restaurant Initiative" whereby local restaurant establishments are recognized for their commitment to their clients in providing healthy menu options.

Carry-In Wine & Malt (BYOB) Policy

The Board of Selectmen discussed the merits of having a Carry-In Wine & Malt (BYOB) Policy. Following several discussions and a Public Comment Session, the Board adopted a Carry-In Wine & Malt Permit (BYOB) Policy in December of 2012. The intent of this policy is to ensure that "Carry-In" establishments that do not operate under the rules and regulations of the ABCC will be subject to the same level of responsibility as licensed establishments with respect to the consumption of alcohol by their patrons.

Volunteers Help Shape our Community

We strongly encourage your participation in your local government, including your attending any of the various board meetings within the community, visiting the Town Offices 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.

JULY 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
	1 Fiscal Year 2014 begins	2	3	4 Independence Day - Schools/Town Offices closed	5	6																																																																																																		
7	8	9	10	11	12	13																																																																																																		
14	15	16	17	18	19	20																																																																																																		
21	22	23	24	25	26	27																																																																																																		
28	29	30	31																																																																																																					
		<div>June 2013</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr><tr><td>30</td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		S	M	T	W	Th	F	Sa							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							<div>August 2013</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		S	M	T	W	Th	F	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								Notes:
S	M	T	W	Th	F	Sa																																																																																																		
						1																																																																																																		
2	3	4	5	6	7	8																																																																																																		
9	10	11	12	13	14	15																																																																																																		
16	17	18	19	20	21	22																																																																																																		
23	24	25	26	27	28	29																																																																																																		
30																																																																																																								
S	M	T	W	Th	F	Sa																																																																																																		
				1	2	3																																																																																																		
4	5	6	7	8	9	10																																																																																																		
11	12	13	14	15	16	17																																																																																																		
18	19	20	21	22	23	24																																																																																																		
25	26	27	28	29	30	31																																																																																																		

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Town Administrator

John W. Coderre, Town Administrator

The Town of Northborough continues to focus on improving the processes and procedures that allow residents to effectively participate in their local government. This has been accomplished by providing clear and detailed information, by making more documents available on the web site, by advocating for key issues to State and Federal legislators, and by seeking new ways to keep the community informed. During 2012 the Town was once again recognized at the State and National level for the quality of the documents and communications provided to its residents.

Second Place Award Annual Report Contest

At the Award Ceremony of the Massachusetts Municipal Association's Annual Meeting, the MMA presented the Town of Northborough with the Second Place Award for its 2011 Annual Town Report. The MMA's state-wide contest was created to recognize Towns that produce annual reports that serve as effective and informative tools in promoting an understanding of local government. The award-winning document you are holding in your hands is the result of months of work by dedicated Town staff, committed to improving transparency and accountability in Northborough's Local Government.

GFOA Distinguished Budget Award

The MMA Annual Report Award came on the heels of the Town receiving its third consecutive national Distinguished Budget Award from the Government Finance Officers Association (GFOA) for the fiscal year that began July 1, 2012. The award reflects the commitment of the Board of Selectmen and staff to meet the highest principles of governmental budgeting. In order to receive the budget award, the Town had to satisfy nationally-recognized guidelines for effective

budget presentation. These guidelines are designed to assess how well the Town's budget serves as a policy document, a financial plan, an operations guide and a communications device. There are only a handful of municipalities in Massachusetts to ever receive the GFOA Distinguished Budget Award.

New Financial Trend Monitoring System

During 2012 the Town implemented its first Financial Trend Monitoring System (FTMS) intended to objectively assess the Town's Financial Condition. The report is designed to bring issues and opportunities to the attention of Town officials by:

- Gaining a better understanding of the Town's current financial condition;
- Identifying hidden and emerging problems before they reach serious proportions;
- Presenting a straightforward picture of the Town's financial strengths and weaknesses to elected and appointed officials, citizens and credit-rating firms;
- Reinforcing the need for long-range considerations during the annual budget process; and
- Providing a starting place for setting, reviewing and updating of financial policies that guide financial decision-making.

The ultimate goal of the FTMS is to help local officials better assess and protect the Town of Northborough's overall financial condition. Interested readers are encouraged to review the new FTMS Report, which is included in its entirety as Appendix C of the annual budget document.

Minimal FY2013 Tax Impact on Residents

Along with good financial planning and awareness, the Board of Selectmen made it their explicit goal to minimize the tax impact on residents during these difficult economic times. To that end, the 2012 Annual Town Meeting approved a FY2013 Budget that had an estimated tax impact of \$193 for the average single-family home. Due to conservative estimates related to State Aid and strong economic development (new growth), the actual tax impact for the average single-family home was only \$67, or \$126 less than estimated.



From left to right - Geoffrey Beckwith, MMA Executive Director; John Coderre, Town Administrator; Diane Wackell, Executive Assistant; Robert Logan, MMA Immediate Past President and Kate Fitzpatrick, MMA President

The average single-family tax bill increased from \$6,114 in FY2012 to \$6,181 for FY2013. In terms of trend, the modest FY2013 tax increase translates into a \$189 total increase for the last three fiscal years combined.

Conclusion

The focus of the Board of Selectmen and Town Administration continues to be on enhancing communication through quality publications, good financial planning and the encouragement of appropriate economic development. These key areas of focus will persist as we move into the new year.

I want to take this opportunity to thank all the Department Heads and Town Staff, 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 work during this year. I would also like to take this opportunity to acknowledge and appreciate the efforts of the Town's Financial Team, which consists of Assistant Town Administrator Kimberly (Hood) Foster, Finance Director June Hubbard-Ward, and Town Accountant Jason Little without whom the above financial achievements would not have been possible.

AUGUST 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
				1	2	3																																																																																																		
4	5	6	7	8	9	10																																																																																																		
11	12	13	14	15	16	17																																																																																																		
18	19	20	21	22	23	24																																																																																																		
25	26 Teachers return to schools	27 Professional Development Day for Teachers	28 First day of School for Students/ Kindergarten Orientation	29	30	31																																																																																																		
		<div>July 2013</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		S	M	T	W	Th	F	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											<div>September 2013</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr><tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		S	M	T	W	Th	F	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30													Notes:
S	M	T	W	Th	F	Sa																																																																																																		
	1	2	3	4	5	6																																																																																																		
7	8	9	10	11	12	13																																																																																																		
14	15	16	17	18	19	20																																																																																																		
21	22	23	24	25	26	27																																																																																																		
28	29	30	31																																																																																																					
S	M	T	W	Th	F	Sa																																																																																																		
1	2	3	4	5	6	7																																																																																																		
8	9	10	11	12	13	14																																																																																																		
15	16	17	18	19	20	21																																																																																																		
22	23	24	25	26	27	28																																																																																																		
29	30																																																																																																							

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Finance Department

June Hubbard-Ward, *Finance Director*

Jason Little, *Town Accountant*

Daniel Brogie, *Principal Assessor*

Our Finance Department is comprised of three functions, Treasurer/Collector, Assessing and Accounting.

The Town's financial position remains solid despite continued recessionary concerns and we completed FY2012 with an unreserved fund balance in the General Fund of \$3 million, once again an increase over the previous year. Our reserves remained strong with certified Free Cash at \$2.46 million and our Stabilization Fund balance at \$3.65 million. In total, these reserves represent over 10.0% of our total budget. Our Independent Auditor completed the FY2012 audit in accordance with generally accepted auditing standards and determined that there were no material weaknesses.

Treasurer/Collector Division

While the United States economy has slowly been improving, serious concern over the global economy dominated the past year given the potential failure for some highly leveraged European countries. Nationally our gas prices have increased, the housing market has shown signs of improvement and unemployment claims have slowed.

At the local level, concern surrounds the anticipated Federal Government spending cuts and the potential impact for funding our local programs. Real estate tax collections are currently favorably at 99.6%. Personal income levels remain strong with our personal income per capita at 137% above the state average and the latest unemployment data suggests that we are doing better locally than the average of the Commonwealth. Interest rates are expected to remain low therefore investment income will continue at a reduced level through the coming year.

NORTHBOROUGH RECEIVES DISTINGUISHED BUDGET AWARD FOR THIRD CONSECUTIVE YEAR



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Town of Northborough
Massachusetts**

For the Fiscal Year Beginning

July 1, 2012

Christopher P. Morrell

President

Jeffrey P. Blum

Executive Director

*The Government Finance Officers Association of the United States and Canada (GFOA)
presented an Award of Distinguished Budget Presentation to the Town of Northborough, MA
for its annual budget document for the fiscal year beginning July 1, 2012 to June 30, 2013.*

SEPTEMBER 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																			
1	2 Labor Day Schools/Town Offices closed	3	4	5 Rosh Hashanah Schools closed	6	7																																																																																																			
8 Grandparents' Day	9	10	11 Patriot Day	12	13	14 Yom Kippur																																																																																																			
15	16	17	18	19	20 Applefest Weekend	21																																																																																																			
22 Fall begins Applefest Weekend	23	24	25	26	27	28																																																																																																			
29	30																																																																																																								
		August 2013 <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		S	M	T	W	Th	F	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								October 2013 <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		S	M	T	W	Th	F	Sa			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31										Notes:	
S	M	T	W	Th	F	Sa																																																																																																			
				1	2	3																																																																																																			
4	5	6	7	8	9	10																																																																																																			
11	12	13	14	15	16	17																																																																																																			
18	19	20	21	22	23	24																																																																																																			
25	26	27	28	29	30	31																																																																																																			
S	M	T	W	Th	F	Sa																																																																																																			
		1	2	3	4	5																																																																																																			
6	7	8	9	10	11	12																																																																																																			
13	14	15	16	17	18	19																																																																																																			
20	21	22	23	24	25	26																																																																																																			
27	28	29	30	31																																																																																																					

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.

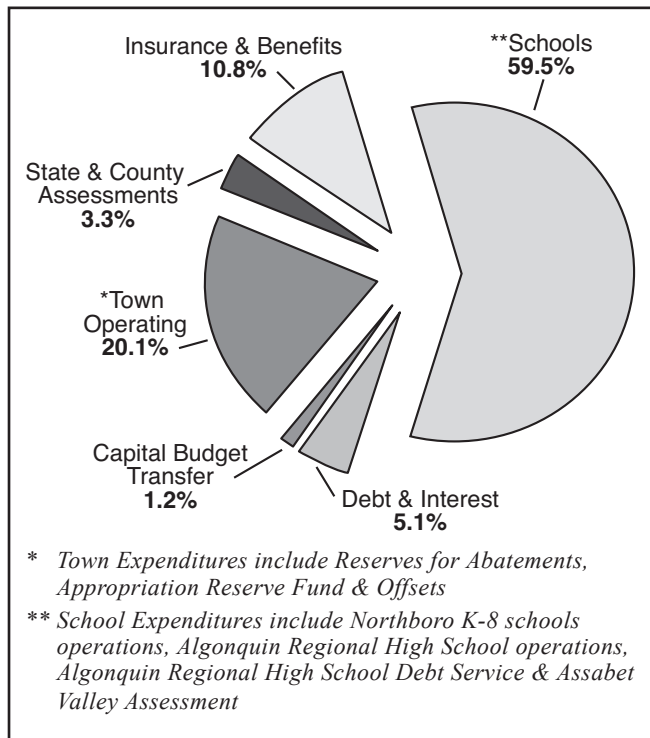


Finance Department

Budget in Brief

Similar to prior budgets, the FY2013 Proposed Budget relies on projections regarding available revenue, thereby accepting the limits of the Town's financial resources. The budget is based upon an established ceiling of revenue derived from local property taxes in accordance with Proposition 2 ½. Added to these revenues are State Aid, Departmental Receipts such as fees, permits, interest earned and Available Funds such as Free Cash and Special Revenues.

Fiscal Year 2013 Expenditures



FY2013 Budget

EXPENDITURES	FY2012 Budget	FY2013 Budget	Variance	% Change
General Government (Town)	\$16,576,910	\$17,279,247	\$702,337	4.24%
Schools				
Northborough K-8	\$18,702,867	\$19,495,277	\$792,410	4.24%
Algonquin Reg. HS 9-12	\$7,817,716	\$8,100,321	\$282,605	3.61%
HS Debt Exclusion	\$1,267,629	\$1,289,094	\$21,465	1.69%
Assabet Valley	\$517,488	\$656,645	\$139,157	26.89%
Warrant Articles				
Reserve Fund	\$150,000	\$150,000	\$0	0.00%
Free Cash Capital Projects	\$804,000	\$615,000	-\$189,000	-23.51%
Free Cash Emergency Exp	\$0	\$100,000	\$100,000	100.00%
Zeh School Debt	\$520,567	\$501,040	-\$19,527	-3.75%
Colburn St. Debt Service	\$79,997	\$79,963	-\$34	-0.04%
Library Debt Service	\$424,995	\$419,595	-\$5,400	-1.27%
Senior Center Debt Service	\$609,135	\$599,855	-\$9,280	-1.52%
Other Funds	\$392,079	\$373,365	-\$18,714	-4.77%
Adjustments	(\$119,239)	\$0	\$119,239	
Subtotal General Fund	\$47,744,144	\$49,659,402	\$1,915,258	4.01%
Water Enterprise Funds	\$1,922,930	\$2,017,630	\$94,700	4.92%
Sewer Enterprise Fund	\$1,311,875	\$1,368,932	\$57,057	4.35%
Solid Waste Enterprise Fund	\$727,570	\$781,090	\$53,520	7.36%
Subtotal Enterprise Funds	\$3,962,375	\$4,167,652	\$205,277	5.18%
TOTAL ALL FUNDS	\$51,706,519	\$53,827,054	\$2,120,535	4.10%



Accounting Division

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, 2012 have been submitted. The audited financial statements reflect a fair and accurate presentation of all material aspects of the Town's financial position and results from its operation.

The Town's general ledger is maintained following the Uniform Municipal Account System (UMAS) prescribed by the Massachusetts Department of Revenue. The Town's financial statements are prepared using Generally Accepted Accounting Principles (GAAP) in accordance with standards developed by the Governmental Accounting Standards Board (GASB). The 2012 statements reflect the implementation of GASB Statement #45 for the fourth year, which requires an actuarial valuation be performed to determine the Town's long term Other Post Employment Benefit (OPEB) obligations. The liability is amortized and included in the financial statements.

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



TOWN OF NORTHBOROUGH, MASSACHUSETTS Statement of Net Assets – Ended June 30, 2012

	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and cash equivalents	\$ 16,115,824	3,250,572	19,366,396
Investments	5,743,284	-	5,743,284
Receivables (net of allowance for uncollectibles)	1,458,429	1,746,626	3,205,055
Due from commonwealth	2,090,760	120,724	2,211,484
Property taxes billed in advance	19,508,296	-	19,508,296
Other assets	194,311	-	194,311
Capital assets:			
Assets not being depreciated	14,304,515	3,611,176	17,915,691
Assets being depreciated, net	35,593,238	14,449,860	50,043,098
Total assets	\$ 95,008,657	23,178,958	118,187,615
Liabilities			
Warrants and accounts payable	\$ 1,204,615	132,036	1,336,651
Other accrued liabilities	2,597,460	16,920	2,614,380
Accrued interest payable	160,435	75,359	235,794
Unearned revenue	19,508,296	-	19,508,296
Notes payable	1,380,330	223,370	1,603,700
Long-term liabilities:			
Due within one year:			
Compensated absences	172,790	21,470	194,260
Bonds payable	1,727,834	790,389	2,518,223
Due in more than one year:			
Compensated absences	115,340	-	115,340
Other post employment benefits	9,370,707	197,413	9,568,120
Bonds payable	14,420,166	6,703,946	21,124,112
Total liabilities	50,657,973	8,160,903	58,818,876
Net Assets			
Invested in capital assets, net of related debt	34,501,367	10,458,700	44,960,067
Restricted	7,015,701	-	7,015,701
Unrestricted	2,833,616	4,559,355	7,392,971
Total net assets	\$ 44,350,684	15,018,055	59,368,739

The notes to the financial statements are an integral part of this statement.



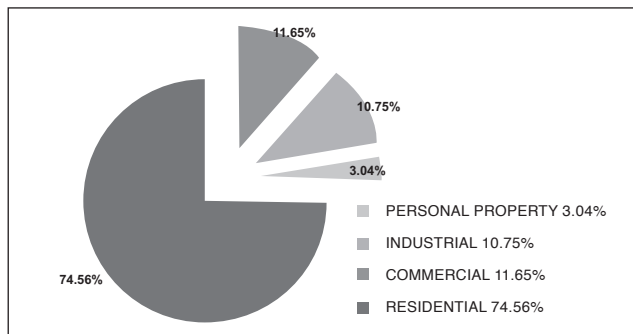
Assessing Division

The mission of the Board of Assessors is to serve the public interest and assure financial stability by exhibiting the highest level of competence and professionalism. To this end, the Board of Assessors pledges our effort toward the accomplishment of these five critical objectives:

1. Timely tax billing
2. Tax equity whereby each taxpayer pays only their fair share of the tax burden
3. Capture all new growth revenue
4. Administration of the real estate, personal property and motor vehicle excise tax through prompt, courteous, honest and thorough public service
5. Enhancement of public awareness of both legislative changes in tax laws and relief programs for qualified local taxpayers

The town currently has 6,312 taxable real and personal property accounts, of which 4,005 are single family residences. Various new development projects have provided \$92.9 million of new growth valuation and our total assessed valuation for FY 2013 has increased to \$2.49 billion; an increase of \$12.9 million over the previous year. Our tax base is diverse, with the ten largest taxpayers accounting for 13.1% of the total assessed valuation. Property tax collections remain strong with an average of 99% collected in the year of the tax levy.

FY13 Valuation by Classification



Valuation by Classification

VALUATION	FY2009	FY2010	FY2011	FY2012	FY2013
RESIDENTIAL	1,947,673,200	1,951,950,300	1,890,669,400	1,902,482,700	1,857,906,419
OPEN SPACE	2,400,000	100,600	100,600	57,000	0
COMMERCIAL	183,798,500	183,263,800	180,875,800	232,323,100	290,418,511
INDUSTRIAL	271,011,400	267,299,900	281,489,900	272,000,400	267,829,738
PERSONAL PROPERTY	83,460,870	75,710,970	75,430,450	72,332,300	75,683,210
TOTAL VALUATION	2,488,343,970	2,478,325,570	2,428,566,150	2,479,195,500	2,491,837,878
TAX RATE (per thousand)	\$13.76	\$14.38	\$15.11	\$15.49	\$16.11
AVERAGE HOME VALUE	419,600	416,700	395,200	394,700	383,646
AVERAGE TAX BILL	\$5,774	\$5,992	\$5,971	\$6,114	\$6,181

Top Ten Taxpayers in Fiscal Year 2013

			TOTAL VALUATION	TOTAL TAXES ASSESSED	% of TOTAL
1	NORTHBOROUGH RETAIL PROP INC	NORTHBOROUGH CROSSING	106,730,800	1,719,433	4.28%
2	AVB NORTHBOROUGH, INC.	AVALON BAY COMMUNITIES	53,038,590	854,452	2.13%
3	CABOT II MA1MO1 MO2 & MO4 LLC	WHITNEY ST & FORBES RD	30,007,100	483,414	1.20%
4	MASSACHUSETTS ELECTRIC CORP	NATIONAL GRID	28,099,930	452,690	1.13%
5	IRON MOUNTAIN INFO MGT. INC.	176 BEARFOOT RD	24,236,810	390,455	0.97%
6	MM INDUSTRIAL BEE MAN RD LLC	1 BEEMAN RD	19,461,900	313,531	0.78%
7	NORTON CO	SAINT-GOBAIN CORPORATION	19,344,000	311,632	0.78%
8	REALTY ASSOCIATES FUND IX LP	55 LYMAN ST	16,713,400	269,253	0.67%
9	GN11 FORBES RD. LLC	GENZYME CORPORATION	16,580,400	267,110	0.67%
10	VERIZON	TELECOM-PERS PROPERTY	12,515,500	201,625	0.50%
TOTAL TOP TEN TAXPAYERS			326,728,430	5,263,595	13.11%
TOTAL FY 2013 VALUATION OF THE TOWN			2,491,837,878		

OCTOBER 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
		1	2	3	4	5																																																																																				
6	7	8	9	10	11 Professional Development Day for Teachers - No School	12																																																																																				
13	14 Columbus Day Schools/Town Offices closed	15	16	17	18	19																																																																																				
20	21	22	23	24	25	26																																																																																				
27	28	29	30	31 Halloween																																																																																						
		September 2013 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						November 2013 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </table>		S	M	T	W	Th	F	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Notes:
S	M	T	W	Th	F	Sa																																																																																				
1	2	3	4	5	6	7																																																																																				
8	9	10	11	12	13	14																																																																																				
15	16	17	18	19	20	21																																																																																				
22	23	24	25	26	27	28																																																																																				
29	30																																																																																									
S	M	T	W	Th	F	Sa																																																																																				
					1	2																																																																																				
3	4	5	6	7	8	9																																																																																				
10	11	12	13	14	15	16																																																																																				
17	18	19	20	21	22	23																																																																																				
24	25	26	27	28	29	30																																																																																				

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



MIS / GIS

David Kane, MIS/GIS Director

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).

A new backup and recovery system for the Town's network was implemented in 2012. This new system replaced outdated equipment and updated the methodology for how data is stored and archived. Backups are now centrally managed, providing significantly more storage capacity and reducing the time needed for backing up and restoring data.

In 2012 the MIS/GIS Department coordinated a significant upgrade to the Town's suite of financial applications, known as MUNIS. A Windows/SQL environment was deployed on new hardware and a conversion of the Town's financial databases was performed. The Town's DPW, Assessors, Accounting and Finance Departments worked collectively over several months to test the new environment and ensure a smooth transition.

Following on the heels of Tropical Storm Irene and 2011's October snowstorm, the Town's emergency response was tested again by Hurricane Sandy. The MIS/GIS Department provided regular updates on the Town website, augmenting the Police Department's timely postings on Facebook. Feedback was overwhelmingly positive on how the Town kept the community up to date on the latest conditions regarding storms and power outages. The Town's networks were largely unaffected, reflecting the disaster preparedness steps put in place after previous storms.

The Town's GIS database was updated to reflect MassGIS parcel mapping standards. This initiative ensures a minimum level of spatial accuracy and increases the availability and compatibility of GIS data across communities. GIS applications in planning, property assessment, utility management and public safety will be greatly improved as a result.

TOWN OF
NORTHBOROUGH MASSACHUSETTS

RESIDENTS

BUSINESSES

TOPICS A - Z

ON OUR SITE

About Northborough

Town Departments

Boards & Committees

Agendas & Minutes

Schools

Directory / Contacts

Online Services

Reports and Documents

Community Links

Cable Access Television


Subscribe to News

Send Us a Comment

UPCOMING MEETINGS

January 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	01	02
03	04	05	06	07	08	09


GOVERNMENT FINANCE OFFICERS ASSOCIATION
*Distinguished
Budget Presentation
Award*
PRESENTED TO
**Town of Northborough
Massachusetts**
For the Fiscal Year Beginning
July 1, 2012
Christopher P. McNeill *Jeffrey P. Blum*
President Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that the Town of Northborough, Massachusetts has received for the third consecutive year, the GFOA's Distinguished Budget Presentation Award for its Fiscal Year 2013 budget.

The award represents a significant achievement by the Town. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting.

This is just a brief summary of the many ways the Town strives to utilize information technology to consistently improve its services to Town residents, businesses 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.



Town Clerk & Election Registration

Andrew T. Dowd, Town Clerk

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. Our office is responsible for maintaining and preserving the town's vital records. The office also issues various licenses and permits such as; business certificates, raffle/bazaar permits, and dog licenses. The office of the Town Clerk also issues birth, death, and marriage certificates as well as accepting marriage intentions from couples wishing to be married. The Town Clerk also serves as a Justice of the Peace. Both the Town Clerk and Assistant Town Clerk serve as Notary Public.

Our office posts all meeting notices, agendas, and minutes directly to the town's 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. The Town's website provides a wealth of information including the ability for customers to pay online for a variety of services.

Dog Licensing

Dogs are licensed on the calendar year: January - December. Dogs six months and older must be registered annually. Dog licenses are sold at the Town Clerk's Office, or can be purchased by mail or online. The Town Hall is open on Mon, Wed, Thu 8am - 4 pm; Tuesday 8 am - 7 pm and Friday 7 am - Noon.

License fees are: spayed/neutered - \$15.00 and intact males/females - \$20.00 Checks should be made out to the Town of Northborough. Unless already on file valid **rabies certificate (with expiration date)** is required to purchase a dog license. **Proof of spaying or neutering** is also necessary for all dogs that were not licensed as such last year. Spay or neuter certificates or a short note from your veterinarian will be acceptable. Feel free to contact the Town Clerk's Office to verify what's on file.

To purchase a dog license online, please visit the Town's Website: www.town.northborough.ma.us and click "online services"

Once your dog is licensed, please make every effort to renew your dog license every year by the end of February. **A \$25 late fee per dog** is effective on **March 1st**. This late fee does not apply to a new dog.



Theo

If you have any questions about licensing, please contact the Town Clerk's Office at 508-393-5001 or e-mail: townclerk@town.northborough.ma.us. To fax a certificate please dial 508-393-6996. You may contact the Dog Officer at: 508-842-8208.

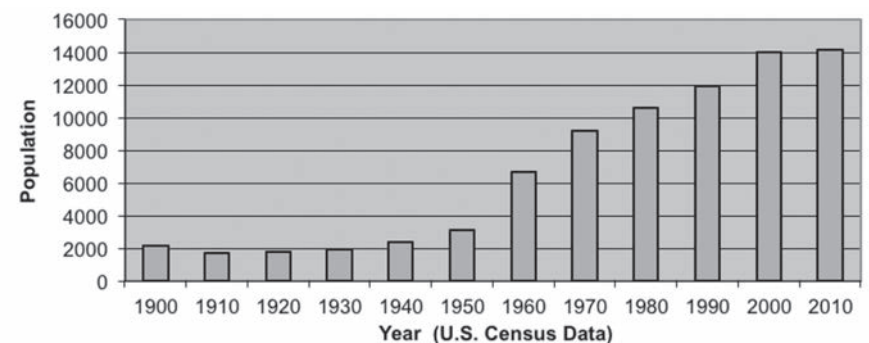
Massachusetts General Laws Chapter 140 Section 137 requires that all dogs be licensed. The Town of Northborough currently has over 1,800 licensed dogs.

The Town Clerk serves as the Chief Election Official and as such is responsible for all Elections; local, state, and federal. In 2012 4 elections were held, culminating with the Presidential Election on November 6th. Massachusetts General Law C.51 s.4 requires an annual census be mailed to each residence. Replying to the census assures that you remain on the active voter list.

REGISTERED VOTERS – as of 12/31/2012

PRECINCTS	1	2	3	4	TOTAL
Democrats	654	581	592	526	2353
Green Party USA	0	1	1	1	3
Green Rainbow	6	5	2	2	15
Libertarian	3	10	10	5	28
MA Independent	1	0	0	1	2
American Independent	0	0	0	1	1
Republicans	393	407	431	400	1631
Inter 3rd Party	2	2	0	0	4
Unenrolled	1657	1592	1636	1605	6490
Working Families	0	1	0	0	1
Totals	2716	2599	2672	2541	10528

GROWTH TRENDS



VITAL STATISTICS – for 2012

Births – 109 Deaths – 128 Marriages – 58*

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

Planning Department

Kathryn A. Joubert, Town Planner

The Planning Board and Town Planner are responsible for insuring the development of land in Northborough meets the criteria set forth in state and local land use regulations. The process involves the review of subdivisions, site plans, special permits, and scenic roads. 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; preserves our residential neighborhoods; and protects our natural resources.

The Planning Board meets twice a month to review development applications, update zoning bylaws and subdivision rules & regulations, and discuss long-term planning goals. In 2012, plans reviewed and approved included one residential subdivision, two site plans, two scenic roads, and nine individual residential lot plans.

In addition to serving as staff to the Planning Board, Zoning Board of Appeals, Open Space Committee, Community Preservation Committee, Design Review Committee, Housing Partnership, and Trails Committee, the Town Planner also serves on the Board of Directors for the Massachusetts Chapter of the American Planning Association, the Board of Directors of the Citizen Planner Training Collaborative (CPTC), and the 495 Partnership Board of Directors.

Zoning Board of Appeals

The Zoning Board of Appeals serves to hear and decide applications for special permits, variances, site plans, appeals, and comprehensive permits. Sixteen petitions were filed and acted upon in 2012. Nine special permits and seven variances were granted.

Open Space Committee

The Open Space Committee serves to coordinate the priori-

tization 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.

With funding accumulated from previous town meetings, fifty-six acres on Green Street was acquired in 2012 for the purpose of open space protection. Committee members will continue to identify key parcels to protect, either by acquisition or conservation easement.

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.

Design Review Committee

The Design Review Committee works with applicants and architects to review and improve the design of the building and the site landscaping for properties located in the commercial zoning districts. The purpose of design review is to promote architectural and ecological considerations for the betterment of the community.

Community Preservation Committee

The Community Preservation Committee oversees the process of implementing the Community Preservation Act (CPA) and makes recommendations at each year's Town Meeting for the allocation of CPA revenue.

At the 2012 Annual Town Meeting, funding was approved for the following projects:

- \$250,000 to the Town Administrator for upgrading the heating system at the Town Hall;
- \$50,000 to the Conservation Commission Fund for future open space acquisitions;
- \$7,200 to the Historical Society for renovation and repair of the organ located within the Historical Society building;
- \$5000 to the Historical Commission for the inventory and assessment of colonial era gravestones at the Howard Street Cemetery and Brigham Street Burial Ground;
- \$50,000 for the historic resources reserve account;
- \$100,000 to the Northborough Housing Authority for the demolition of the former senior center.



Planning Board from left to right: Theresa Capobianco, Leslie Harrison, Michelle Gillespie, Rick Leif and George Pember.

Trails Committee

Two substantial additions to the trail network in Northborough occurred in 2012: a) the town acquired a 55.6 acre parcel of land off Green St. in the northwestern part of town, and b) the MWRA agreed to allow recreational access along a 4.2 mile long corridor (formerly used as an aqueduct) along the eastern border of town.

Other highlights include:

- A \$500 grant was received from Harvard Pilgrim Health Care to help pay for trail signs/kiosks.
- Eagle Scout candidate Scott Harry Silverstein developed access to the historical Chapin Mill Canal site off of Hudson Street.
- Eagle Scout candidate Dan Cross installed pressure-treated trail bridges along 96 feet of the Cold Harbor trail.
- Eagle Scout candidate Andrew Petlock installed 144 feet of trail bridges and also did significant clearing work to revitalize the Nature Trail behind Melican Middle School.
- Eagle Scout candidate Daniel Fitzgerald began installing 144 feet of new trail bridges at the base of the Bennett Trail at Mt. Pisgah.
- A "Boroughs Trail" network consisting of a series of trails to allow walkers and hikers a continuous trail through Northborough, Marlborough, Southborough and Westborough is underway.

Please contact Kathy Joubert at kjoubert@town.northborough.ma.us or 508-393-5019 if you have any questions.

NOVEMBER 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
					1	2																																																																																				
3 Daylight Savings Time ends - back 1 hour	4	5	6	7	8	9																																																																																				
10	11 Veterans' Day Schools/Town Offices closed	12	13	14	15	16																																																																																				
17	18	19	20	21	22	23 Town Offices; DPW and Senior Center open 1/2 day																																																																																				
24	25	26	27 1/2 day for Schools	28 Thanksgiving Chanukkah	29	30																																																																																				
				Schools/Town Offices closed →																																																																																						
		October 2013 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			December 2013 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					Notes:
S	M	T	W	Th	F	Sa																																																																																				
		1	2	3	4	5																																																																																				
6	7	8	9	10	11	12																																																																																				
13	14	15	16	17	18	19																																																																																				
20	21	22	23	24	25	26																																																																																				
27	28	29	30	31																																																																																						
S	M	T	W	Th	F	Sa																																																																																				
1	2	3	4	5	6	7																																																																																				
8	9	10	11	12	13	14																																																																																				
15	16	17	18	19	20	21																																																																																				
22	23	24	25	26	27	28																																																																																				
29	30	31																																																																																								

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Fred Litchfield, P.E., Town Engineer

The Engineering Department provides staff support and reviews all projects that are submitted to the Conservation Commission, Earthwork Board, Planning Board, Zoning Board of Appeals and the Groundwater Advisory Committee. The Town Engineer also worked very closely with the Recycling Committee and the Engineering Department administers all aspects of the Solid Waste Program.

Construction Projects

The Engineering Department monitored ongoing work at the Cyrus Brook Estates and Stirrup Brook Estates II residential subdivisions and also monitored several private residential and commercial construction projects that have permits from the boards, committees or commissions listed above to insure that they are being constructed in accordance with the approved plans and permits. The Engineering Department also worked closely with the Public Works Department monitoring several utility projects being done within some public streets.

Conservation Commission

The goals of the Conservation Commission are to protect resource areas when considering the applications presented. The Conservation Commission considered 30 applications in 2012, which included 8 requests for determinations of applicability, 7 septic system repairs, 13 single family homes, improvements and/or additions, and 2 applications for Public Works projects. The Commission continues to monitor several on-going projects, including: Northborough Crossing, Dunia Gardens, and The Falls at Laurence Place. Each year we review various projects proposed by the Northborough DPW, Trails Committee and various Eagle Scout projects. In November, the Conservation Commission gladly welcomed Mia McDonald as the newly hired part-time Conservation Agent.

Earth Removal Board

The mission of the Earth Removal Board is to prevent soil stripping and the generation of unsafe and unsightly conditions in Town. In 2012, the Earth Removal Board met four (4) times, held 4 public hearings and issued 4 new permits. Very few meetings were required as the Governor extended the Permit Extension Act eliminating the need for developers to renew their permits annually as required by our local bylaw. Most of the easy-to-develop sites have long since been built-out, and 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.

Downtown Traffic Improvement Project

The Town Engineer acted as the liaison for the Town as J. Tropeano, Inc. began construction on the downtown traffic improvements in March, under the direct supervision of the Massachusetts Department of Transportation. The proposed changes include the installation of left turn lanes, a new signal at the intersection of Main Street, Hudson Street and Patty Lane with upgrades to the existing signals along West Main Street (Route 20) at the intersections with Church Street and South Street. The proposed changes are substantially complete at this point with only a few poles remaining to be removed and the final coat of asphalt and pavement markings anticipated to be applied next summer.

Collection of Solid Waste and Recycling

The Town entered the second of a five (5) year contract with Allied Waste Services (which acquired the previous collection company, Central Mass Disposal (CMD) of Auburn in February) for the curbside collection of solid waste and the curbside collection and disposal of recycling materials, which became effective on July 1, 2011. Prior to the execution of this collection contract and after much discussion and deliberation the Board of Selectmen determined the current PAY AS YOU THROW bag program initiated on January 1, 2003 was the most practical and cost effective available thus deciding not to change to a toter based system for trash collection.



Conservation Commission members from left to right: Thomas Beals, Chelsea Christenson, Diane Guldner, Wayne Baldelli, Gregory Young and Todd Helwig.

The annual swap event - TAKE IT OR LEAVE IT DAY – was again held at the DPW Garage at 190 Main Street in May and has been expanded to include scrap metal and cardboard collection. This past year the Northborough Junior Women's Club organized a separate Styrofoam recycling day held at the DPW Garage one week prior to TAKE IT OR LEAVE IT DAY, which was also very successful. The annual Household Hazardous Waste Day continues to be successful each fall which the Town sponsors in conjunction with United Industrial Services at their facility, which is located at 345 West Main Street.

The Engineering Department continues to work with the Recycling Committee to increase recycling and to reduce the volume of trash to be disposed at the Wheelabrator-Millbury waste to energy facility. The Engineering Department also continues to accept button cell batteries, rechargeable batteries, mercurial thermometers and thermostats which are all unacceptable items for the waste stream. While fluorescent light tubes and compact fluorescent light bulbs which also contain a small amount of mercury, can be brought to Rocky's Ace hardware at 261 West Main Street.

For questions concerning trash collection or recycling, please visit the Town website at www.town.northborough.ma.us or call the Engineering Department at 508-393-5015.

DECEMBER 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
1	2 Professional Development Day for Teachers - No School/ ARHS Winter Sports tryouts begin	3	4	5	6	7																																																																																																		
8	9	10	11	12	13	14																																																																																																		
15	16	17	18	19	20 1/2 Day for Students	21 Winter begins																																																																																																		
22	23	24 Christmas Eve	25 Christmas Day Town Offices closed	26 Kwanzaa begins	27	28																																																																																																		
	School Vacation Week 																																																																																																							
29	30	31 New Year's Eve																																																																																																						
	School Vacation Week 																																																																																																							
		<div><div>November 2013</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div><div>January 2014</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr><tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr><tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr><tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr><tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></div>			S	M	T	W	Th	F	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								S	M	T	W	Th	F	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									Notes:	
S	M	T	W	Th	F	Sa																																																																																																		
					1	2																																																																																																		
3	4	5	6	7	8	9																																																																																																		
10	11	12	13	14	15	16																																																																																																		
17	18	19	20	21	22	23																																																																																																		
24	25	26	27	28	29	30																																																																																																		
S	M	T	W	Th	F	Sa																																																																																																		
			1	2	3	4																																																																																																		
5	6	7	8	9	10	11																																																																																																		
12	13	14	15	16	17	18																																																																																																		
19	20	21	22	23	24	25																																																																																																		
26	27	28	29	30	31																																																																																																			

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Mark K. Leahy, Chief of Police

I am pleased to provide you with the 2012 Annual Report of the Northborough Police Department, a full-service, full-time police agency that serves our residents twenty-four hours a day, seven days a week. As one of only forty-two 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, 2012, the Northborough Police Department is staffed as shown below:

1	Chief of Police
1	Lieutenant
4	Sergeants
1	Detective Sergeant
9	Patrolmen
2	Patrolmen vacancies <i>(to be filled in January, 2013)</i>
2	Detectives
1	Administrative Assistant
1	Communications Supervisor
5	Public Safety Dispatchers
27 Total Employees	

During 2012, the Northborough Police performed 23,651 service calls (which include self-initiated traffic stops by our Officers). This total included 7,503 building checks; 2,049 business checks, primarily our banks; and 855 vacant house checks, usually vacationers.

The single busiest region of our community has become the southwest corner of town, site of the new Northborough

Crossing shopping center and Avalon Northborough apartment community. We handled 122 service calls at Avalon and 593 service calls at Northborough Crossing in 2012. The rate of motor vehicle accidents at the intersection of Routes 9 and 20 has also sharply increased, with 140 motor vehicle accidents at the interchange. At the request of Chief Leahy, Massachusetts Department of Transportation conducted an in-depth analysis and survey of this problematic interchange during December, 2012. We hope to see improvements in the near future.

Tragically, we saw our first homicide since 1977 when a young man from Worcester was fatally stabbed at Motel 6 on Route 9 on March 15, 2012. Outstanding collaboration between Northborough Police Detectives and Massachusetts State Police Detectives resulted in the arrest of a man and woman at a motel in Colonie, New York several days later. The pair awaits trial at this time. Our community is not immune from violent crime.

In 2012, we responded with and assisted the Northborough Fire Department with 831 ambulance calls and 415 other service calls.

Alphabetically, the larger or significant categories were:

Alarms <i>(burglar, fire, panic, hold-up, etc.)</i>	633
Ambulance calls	831
Assist Fire Department	415
Building/Property checks	7503
Business checks	2049
Homicide	1
Motor vehicle accidents	375
Operating under the Influence arrests	80
Suspicious persons/vehicles	563
Traffic citations issued	2831
Vacant house checks	855
Verbal traffic warning	1238

To ensure prompt service, we responded to and arrived at 93.8% of all calls for service in less than five (5) minutes, with 83.7% of our calls responded to in less than one (1) minute. (These numbers include calls of both emergency and non-emergency natures.)

In 2003, the popular Drug Abuse Resistance Education (D.A.R.E.) Program continued this year at our elementary schools. We also introduced a new program aimed at our elementary school-age children. The "Officer Phil" Program



Chief Mark K. Leahy, S/Sgt. James Bruce and Zeh School Principal Susan Whitten receiving awards from Diana Dias of Southern New England AAA for traffic safety at a ceremony at Beechwood Hotel, Worcester, on November 20, 2012.

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.

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.

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 are available to speak to school, civic and related groups. 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.

JANUARY 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																
			<div>1New Year's Day Schools/Town Offices closed</div> <div>School Vacation Week</div>	<div>2Dog license renewals</div>	<div>3</div>	<div>4</div>																																																																																																
<div>5</div>	<div>6</div>	<div>7</div>	<div>8</div>	<div>9</div>	<div>10</div>	<div>11</div>																																																																																																
<div>12</div>	<div>13</div>	<div>14</div>	<div>15Burning permits available at Fire Dept.</div>	<div>16</div>	<div>17</div>	<div>18</div>																																																																																																
<div>19</div>	<div>20Martin Luther King Jr. Birthday Schools/Town Offices closed</div>	<div>21Nomination papers available with Town Clerk/ Professional Development Day for Teachers - No School</div>	<div>22</div>	<div>23</div>	<div>24</div>	<div>25</div>																																																																																																
<div>26</div>	<div>27</div>	<div>28</div>	<div>29</div>	<div>30</div>	<div>31</div>																																																																																																	
		<div><div>December 2013</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr><tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div><div>February 2014</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Notes:</div>			S	M	T	W	Th	F	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31												S	M	T	W	Th	F	Sa							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28								
S	M	T	W	Th	F	Sa																																																																																																
1	2	3	4	5	6	7																																																																																																
8	9	10	11	12	13	14																																																																																																
15	16	17	18	19	20	21																																																																																																
22	23	24	25	26	27	28																																																																																																
29	30	31																																																																																																				
S	M	T	W	Th	F	Sa																																																																																																
						1																																																																																																
2	3	4	5	6	7	8																																																																																																
9	10	11	12	13	14	15																																																																																																
16	17	18	19	20	21	22																																																																																																
23	24	25	26	27	28																																																																																																	

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Fire Department/ Emergency Medical Services

David M. Durgin, Fire Chief

The following information and statistics are provided for the Northborough Fire Department for 2012:

Emergency Incident Response

During the year, the Northborough Fire Department responded to 1,963 emergency incidents and performed 970 inspectional services, an increase in inspections of 11.75% over 2011. Comparative analysis of thirteen other similar-sized communities reveals the fire department operates at a 21% below average cost per capita and a 9% below average cost per incident.

Fire loss during the year totaled \$184,400 with \$176,500 from structure losses, \$6,600 from vehicle losses, and \$1,300 from other unclassified losses. I am pleased to report that there were no fire-related civilian or firefighter fatalities, only two civilian injuries, and no firefighter injuries during 2012.

Ambulance/Advanced Life Support

During 2012, emergency medical services responses totaled 1,074. The department operates two Class One, state-licensed ambulances at the paramedic advanced life support level, and in December of 2012, the department placed into service a new Class One ambulance which replaced a 2004 unit. Ambulance purchase costs and equipment are paid outside of the town's tax base through the Emergency Medical Services Revolving Account, and ambulances are run front line for four years and as a back-up for an additional four years of service.

Hurricane Sandy/Severe Weather Cost Recovery

On October 29, 2012, Hurricane Sandy made landfall in New England as a hybrid super storm of immense geographical area. Preparation and preplanning for this event were begun on October 26, and all town departments met early

on October 29 to discuss the town's implementation of its Comprehensive Emergency Plan, the Incident Action Plan for Sandy, a Safety Message, and the introduction of National Grid's town liaison for the storm.

As the town's Emergency Preparedness Coordinator, I participated in daily conference calls with the Massachusetts Emergency Management Agency and National Grid both ahead of and during the storm and in the recovery thereafter. The town was fortunate to be spared major damage, with power lost to approximately 78% of the town on October 29 and the majority of power restored on the evening of October 30. Unfortunately, emergency response and mitigation costs will not be recoverable due to Worcester County not reaching its required minimum damage threshold.

On a positive note, however, \$240,815.23 in emergency response and recovery costs associated with the October 28, 2011 snowstorm were received through the Federal Emergency Management Agency, and an additional \$96,495.39 reimbursement is currently pending through the Federal Highway Assistance Program for the same event. All town departments are to be commended for their response and cost recovery efforts during 2011.

Additionally, both the town's Comprehensive Emergency Response Plan and its Hazardous Materials Plan were updated during 2012.

Fire Prevention and Public Education

The department continues to be proactively involved in fire safety, first aid, CPR, AED, a Juvenile Fire Setter Program, and fire extinguisher training throughout the community. Fire education, the Juvenile Fire Setter Program, and safety training programs, 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.



Ambulance Two - 2013, Type I International / Horton Ambulance

Regional Firefighting Collaborations

The department is actively involved at the state, regional, fire district, and local level for the coordination of mutual aid, disaster, hazardous materials mitigation response, dive rescue, confined space and trench rescue, weapons of mass destruction, decontamination, Incident Management Assistance Team, and ten alarm dispatching. Through the State Fire Mobilization Plan, department personnel and equipment provide pre-assigned assistance throughout the state during large scale fires or disasters.

As a cost saving measure, the department continues to seek out grant programs at the federal and state level. Also utilized were state, county, and the Fire Chiefs' Association of Massachusetts Apparatus Procurement Program to purchase an engine/tender which carries 2,000 gallons of water to replace a 1984 engine.

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.

FEBRUARY 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																											
						1																																																																																											
2 Groundhog Day	3	4	5	6	7	8																																																																																											
9	10	11	12	13	14 Valentine's Day	15																																																																																											
16	17 Presidents' Day Schools/Town Offices closed	18	19	20	21	22																																																																																											
		School Vacation Week 																																																																																															
23	24	25	26	27	28 Deadline for dog license renewal																																																																																												
		January 2014 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>		S	M	T	W	Th	F	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		March 2014 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						Notes:
S	M	T	W	Th	F	Sa																																																																																											
			1	2	3	4																																																																																											
5	6	7	8	9	10	11																																																																																											
12	13	14	15	16	17	18																																																																																											
19	20	21	22	23	24	25																																																																																											
26	27	28	29	30	31																																																																																												
S	M	T	W	Th	F	Sa																																																																																											
						1																																																																																											
2	3	4	5	6	7	8																																																																																											
9	10	11	12	13	14	15																																																																																											
16	17	18	19	20	21	22																																																																																											
23	24	25	26	27	28	29																																																																																											
30	31																																																																																																

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Building Department

Frederick J. Lonardo

Inspector of Buildings/Zoning Enforcement Officer

The Building Department is stepping up its effort to becoming a full service department. We want to establish an atmosphere of customer satisfaction when it comes to all your building and zoning needs. Building permits and zoning determinations will be expedited as quickly as possible. Many of our forms can be found online: www.town.northborough.ma.us/Pages/NorthboroughMA_Building/index

Please call (508) 393-5010 with any of your questions and we will be happy to serve you.

We continued to foster new business in town during the 2012 calendar year. The United Bank on Church Street has opened for business. The Doctor's Office on Main Street is opening at the end of the year as well. Genzyme Corporation on Forbes Road continues to make interior renovations to better suite their needs. Trelleborg Corporation has completed renovations on Forbes Road. FedEx Ground will be opening a new facility on Bartlett Street. On the residential side many homes continue to be remodeled. The year also began an influx of older homes being demolished to see new code compliant homes. A new subdivision (7 Units) at Weber Lane has seen the initial units take occupancy. A townhouse complex has begun construction at Brody Way (12 units).

Building Department Permits Issued	603
Fees collected	\$241,805.00

Statistically the following is a total of New Construction and Addition/Alterations

Single Family Houses	13
Attached Single Family	24
Additions/Alteration	130
New Construction (Commercial)	7
Additions/Alteration	41



Electrical Department

Robert Berger, Wiring Inspector

Wiring Permits	603
Fees collected	\$40,147.50

In keeping with the building department, the electrical inspector is becoming more user friendly. He has recommitted his efforts to better service the general public. Inspections can be called into the Building Department during normal working hours. The Electrical Inspector is well versed in the Massachusetts State Electrical Code. He is willing to work with contractors and homeowners to meet their needs.

Plumbing and Gas Department

A. Richard Desimone, Plumbing and Gas Inspector

Plumbing Permits	337
Fees collected	\$23,816.00
Gas Permits	338
Fees collected	\$10,610.00

The Plumbing Inspector is available frequently during the week. He continues to make himself readily available for inspections and questions as required. He is well versed in the Massachusetts State Plumbing and Gas code. Any questions can be directed to the Building Department during normal business hours.

It is important to remember that in the state of Massachusetts; only a licensed plumber can perform work on plumbing or gas. We are here to help you through all your plumbing needs.



Health Department

Jamie Terry, Health Agent

To promote health and protect the public the Health Department conducted four (4) seasonal flu clinics during 2012.

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.

A reevaluation of the Northborough Tobacco Regulations continued to be a major focus of the Board of Health throughout 2012. In December the Board of Health became involved in a new initiative called the Ex-Smokers Hall of Fame. The goal of this initiative is to share the stories of individuals who have successfully quit smoking, in order to highlight and celebrate their success and to provide motivation for those still struggling to quit.

Permits/Licenses/Grants and fees collected and deposited with the Town Treasurer for the 2012 calendar year amount to \$106,405.80.



Public Health
Prevent. Promote. Protect.

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2012 calendar year:

Food Service Permits	109
Horse Stable Permit	8
Temporary Food Permits	17
Camp Permit	5
Disposal Works Installer Permits	28
Tobacco Permit	18
Disposal Works Construction Permits	58
Motel Licenses	2
Septage Haulers	16
Funeral Director	1
Semi Public Swimming Pool Permits	4
Tanning Salon Permits	1

The Health Department, through its contract with the VNA of Southborough, also investigated the following 63 communicable diseases in 2012.

Confirmed, Probable, Suspect, and Investigated Communicable Disease Cases in 2012

Campylobacter Enteritis	3
Cryptosporidium	2
Giardiasis	3
WNV	1
Pertussis	1
Legionellis	1
Hepatitis B	1
Lyme Disease	19
Hepatitis C	7
Varicella	4
Influenza	18
Rash Under Investigation	3



Something fresh and healthy

Did You Know

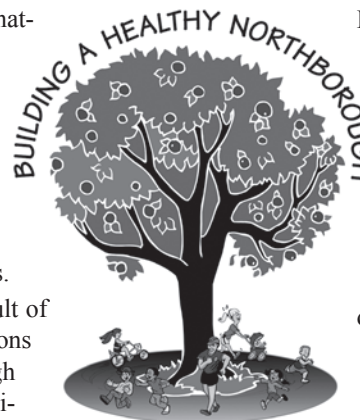
- Private well water should be tested for certain contaminants every 1 to 2 years.
- On average septic tanks should be pumped out every 2 - 3 years to extend the life of the septic system.
- Household water based paint should not be disposed of into your septic system. Add a drying agent to an open can of paint. Once the can has hardened you can dispose of it with your household rubbish.
- A fever is defined as having a body temperature of 100.4 °F or higher.
- Lyme disease accounts for more than 95% of all tickborne disease cases in the United States.
- Smoking is the leading cause of preventable death and disease in Massachusetts.

Contact the Health Department for more information relating to any of these topics.

Building a Healthy Northborough

- **School Wellness Guidelines.** The School Wellness Policy Subcommittee was formed to work with BHN to assess

- **Out-of-School Time Policies.** As a result of the BaHN steering committee discussions and approved activities, the Northborough Extended Day Program (NEDP) Co-directors and Director of Recreation adopted



32

MARCH 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
						1																																																																																				
2	3	4	5	6	7	8																																																																																				
9 Daylight Savings Time begins - ahead 1 hour	10	11	12	13	14	15																																																																																				
16	17 St. Patrick's Day	18	19	20 Spring begins	21	22																																																																																				
23	24	25	26	27	28	29																																																																																				
30	31	<div>February 2014</div> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>Sa</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td></tr> </table> <div>April 2014</div> <table> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>Sa</th></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table>				S	M	T	W	Th	F	Sa							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		S	M	T	W	Th	F	Sa			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				Notes:
S	M	T	W	Th	F	Sa																																																																																				
						1																																																																																				
2	3	4	5	6	7	8																																																																																				
9	10	11	12	13	14	15																																																																																				
16	17	18	19	20	21	22																																																																																				
23	24	25	26	27	28																																																																																					
S	M	T	W	Th	F	Sa																																																																																				
		1	2	3	4	5																																																																																				
6	7	8	9	10	11	12																																																																																				
13	14	15	16	17	18	19																																																																																				
20	21	22	23	24	25	26																																																																																				
27	28	29	30																																																																																							

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Public Works Department

Daniel Nason, DPW Director

The Northborough Public Works Department encompasses multi-disciplinary Divisions including Administration, Water, Wastewater, Highway, Parks, Trees and Cemetery. The Public Works Department provides the essentials of daily living to all the residents and businesses of Northborough including: the distribution of safe, clean drinking water; the collection and disposal of the Town's wastewater; providing the motorists and pedestrians with a safe and reliable roadway and sidewalk infrastructure; and the general maintenance and care of the Town's public buildings, parks, monuments, shade trees and cemeteries. As a Department the individual disciplines work well together to give the residents of Northborough a better quality of life by providing the citizens with immeasurable benefits.

This past year brought new management to the Public Works Department. Under the supervision of a new Director, many of the functions of the Department were re-evaluated. From this assessment came the development of new master plans which are necessary to successfully shift the Department to a higher level of proficiency and accountability. These master plans include a complete water system master plan and a pavement management plan. Strategic master planning allows the Public Works to un-biasedly prioritize the goals for the separate divisions such that they align with the goals of the entire Department and the Town while also promoting a successful capital improvement plan.

The water system master plan thoroughly evaluates the current water system from production and treatment to distribution, consumption, metering and billing to identify deficiencies in the system while providing approaches to mitigate these issues.

The pavement management plan inventories all of the Town-owned streets, assesses the current condition of these streets and rates them based upon their designated use. The plan is expected to be completed early in 2013 in time to

plan pavement improvement projects for the upcoming construction season. It is the goal of the Public Works staff to incorporate the results of the pavement management plan with the recommendations of the water master plan and the comprehensive sewer master plan to provide a holistic approach to roadway and infrastructure improvement.

The Highway Division also played an essential role in the Church Street bridge (over Cold Harbor Brook) investigation. Widening of the bridge is being evaluated to accommodate an additional lane of vehicular traffic. Evaluation of the structure is necessary to determine if the structure type can be rehabilitated or will require replacement. This project was funded by the Community Preservation Unreserved Fund under Article 37 of the April 2011 Annual Town Meeting. The Public Works Department provided labor and equipment required to perform the extensive subsurface structural investigations.

Staff provided regular maintenance operations (mowing, weeding, trimming, pruning, and re-setting of grave markers) at the cemetery located on Howard Street in addition to laying out plots and preparing plots for burials. DPW staff, aided by temporary seasonal staff, performed regular grounds and equipment maintenance at all the Town's public memorials and parks, including Ellsworth-McAfee and Assabet Parks.



The Water and Sewer Division of the Public Works Department provided numerous inspections of both water and wastewater service line and main line installations, witnessing water and wastewater testing, disinfection testing, fire pump tests and many other important procedures throughout the year.



Both water tanks (Assabet Hill and Edmunds) were inspected and cleaned this past year in accordance with DEP's guidelines. The findings were that the interiors of the tanks are in good condition with a minimal amount of cleaning required. The exterior surfaces of the tanks are in need of only cosmetic repairs in the coming years. Additional documents that were revised and fully updated in 2012 to comply with DEP's requirements was Northborough's Water System Emergency Response Plan (ERP) and the Cross Connection Control Plan (CCCP).

Installation of sewers along Otis Street this past summer required a large commitment by the Water and Sewer Division staff. With the help of a private engineering consulting firm overseeing the daily project performance, the staff spent a great deal of time and their expertise was needed on this project due to the many unforeseen issues which arose throughout the construction phase including encountering ledge, interferences with other utility services, directional drilling setbacks and pump station manufacturing delays.

APRIL 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
		1 April Fool's Day	2	3	4	5																																																																																																		
6	7	8	9	10	11	12																																																																																																		
13	14	15 Passover	16	17	18 Good Friday Schools closed	19																																																																																																		
20 Easter	21 Patriots' Day Schools/Town Offices closed	22	23	24	25	26																																																																																																		
		School Vacation Week 																																																																																																						
27	28	29	30																																																																																																					
	Annual Town Meeting – ARHS Auditorium – 7:30 p.m. 																																																																																																							
		March 2014 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						May 2014 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								Notes:
S	M	T	W	Th	F	Sa																																																																																																		
						1																																																																																																		
2	3	4	5	6	7	8																																																																																																		
9	10	11	12	13	14	15																																																																																																		
16	17	18	19	20	21	22																																																																																																		
23	24	25	26	27	28	29																																																																																																		
30	31																																																																																																							
S	M	T	W	Th	F	Sa																																																																																																		
				1	2	3																																																																																																		
4	5	6	7	8	9	10																																																																																																		
11	12	13	14	15	16	17																																																																																																		
18	19	20	21	22	23	24																																																																																																		
25	26	27	28	29	30	31																																																																																																		

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Council on Aging/ Senior Center

Kelly Burke, Senior Center Director

Hours

Monday, Wednesday and Thursday 8:30 a.m. to 4 p.m.

Tuesday 9:00 a.m. to 9:00 p.m.

Friday 8:30 a.m. to 2:00 p.m.

The Council on Aging serves as the advisory body for the Northborough Senior Center, located at 119 Bearfoot Road. The Senior Center provides social, recreational, and educational programs for those over 60 years 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.

Funding for the Center is derived from Municipal funds, grants from the Massachusetts Executive Office of Elder Affairs, the Friends of the Northborough Senior Center, Inc., BayPath Elder Services, Inc. and other grants, gifts and donations. The Council on Aging meets the second Tuesday 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, Reception Desk, Meal Site, Packing and Delivering Meals on Wheels, Lunch and Dinner Preparation in The Bistro @ 119, as Friendly Visitors, Escorts, Shopping Assistants, Members on the Council on Aging and many other worthwhile endeavors.

The dinner menu at the Bistro @ 119 on Tuesday evenings continues to draw a crowd of all ages to dine on their choice of hot or cold entrees between the hours of 5:30 – 7:00 p.m. We have added “Dinner and a Show” once a month and have showcased local talent through this venue. We continue to serve light lunch fare (sandwiches, salads, soups, fruit, cookies, beverages) Monday – Thursday from 12:00 – 1:00 p.m.

Our Bistro Manager position, previously funded through the Friends of the Northborough Senior Center, Inc. is now being supported through revenues generated in the Bistro.

Seniors discover their inner artist in the Watercolor, Acrylics, and Mixed Media Art classes we offer. They stay healthy in our Exercise classes including three different Yoga classes, Aerobics/Strength Training, Tai Chi, Line Dancing, Zumba Gold, Tap Dancing, and Belly Dancing. Our Computer Classes have delved into the areas of email, surfing the web, word processing and Skype. Our Pool League has traveled to multiple other Senior Centers to compete in competitions and practice regularly on our 2 beautiful pool tables. More information on activities can be found on the Town website as well as our monthly 16 page color newsletter. The newsletter is mailed to all seniors 60 years of age and older through the generosity of the Friend of the Northborough Senior Center, Inc. who pay for the mailing costs.

The Friends of the Northborough Senior Center continue to be extremely supportive to the Center. Their fundraising efforts continue to benefit the Senior Center and its services. Their generous donation of \$60,000 has and continues to supplement the fees for contractual services for the Senior Center. Their monetary donations as well as their time and efforts in fundraising continue to be an invaluable resource to the Senior Center.

Our Outreach Department is available to anyone dealing with aging-related concerns. For many people getting older raises some unexpected or unfamiliar issues. Whether it be a senior citizen of a family member, our full-time Outreach Coordinator can assist with identifying needs, resources, benefit eligibility, service coordination and advocacy. Areas of assistance include, but are not limited to, housing, home health, transportation food resources, medical equipment,



A great time was had by all at the Annual Senior Picnic held at the Senior Center on June 19, 2012 with the assistance of members of the Rotary Club of Northborough.

socialization and counseling.

Transportation to and from the Senior Center as well as to medical appointments, work, shopping and errands is available to seniors and those with disabilities in cooperation with WRTA (Worcester Regional Transit Authority). We employ 4 drivers and their salary and all costs associated with the transportation are fully reimbursed by the WRTA.

the
BISTRO @119

Northborough Senior Center, 119 Bearfoot Road, Northborough, MA



Northborough Free Library

Jean Langley, Library Director

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: <https://bark.cwmars.org/eg/opac/home?loc=83>

General e-mail: Library@town.northborough.ma.us

Phone: (508) 393-5025

Fax: (508) 393-5027

Featured Services:

- Books for loan, from board books for babies to Large Print books
- Audiobooks, for your commute or vacation drive
- E-books for download
- Kindles, preloaded with titles, to borrow
- DVDs
- Video games
- Children's programs; special events for teens and adults
- Public computers and printers; free wireless Internet
- Meeting space from small study rooms to large group space
- Museum discounts
- Ancestry.com (in-library use only)
- Mango Language Learning
- Remote access for many other databases; online holds and renewals
- Weekly updates of library acquisitions through Wowbrary

Every year has its challenges! Our library patrons had to battle construction on Route 20 to get to the library this past year, especially at the Patty Lane/Main St. intersection. The difficulties had a negative impact on library use. We thank everyone for their patience with this state project.

A big trend for 2012 was questions about e-books and

e-readers. Our staff can help patrons figure out how to download e-books from the Digital Catalog (on our website) according to the particular device you own and the publisher's guidelines. Most titles have a two-week loan period, and like print books, may have a waiting list for the popular titles.

Other notable events of the year:

- Introduced Evergreen, new software through C/W MARS for library functions.
- Mailed out postcards to all households highlighting library services.
- Joined neighboring libraries in creating a summer reading promotion that aired at the Regal Cinemas at Solomon Pond Mall.
- Added "Mango" language learning database for Northborough patrons.
- Offered several programs for adults, such as Digital Photography Classes, a Pastel Workshop, a talk by Ken Gloss about rare and valuable books, and three author programs – one on the Wachusett Reservoir, a talk by two local mystery writers; and a slide show on Massachusetts' Historic Route 20.
- Registered 624 children and 45 teens in the summer reading program.
- Provided hundreds of children's programs, including "Mother Goose on the Loose" and music programs for toddlers, all the way up to the Lego Club and book discussion groups for older children. The "Paws and Read" program with specially trained dogs has been popular, as well as the numerous drop-in craft programs. Funding from the Friends of the Library allows us to bring in performers, educators, and other special guests for children.
- Offered several programs for teens as well as opportunities to serve on TAG, the Teen Advisory Group.

Friends of the Library

Our Friends of the Library organization benefits the library in ways the public may not know. They supply funding for the majority of our Museum Discount program, including new ones: the Isabella Stewart



Gardner Museum, the DeCordova Sculpture Park and Museum, and the Eric Carle Museum of Picture Book Art.

The Friends provide funding for our website, for Wowbrary, for our three pages (shelvers), most of the children's and teen programs, and movie licensing for public performances at the library.

For the first time, the Friends granted "service awards" to high school seniors who performed volunteer service for the library or the Friends' group.

The Friends' income comes largely from the book sales they run throughout the year, as well as on-line sales of donated books. They also hold a gift basket raffle in the spring. Volunteers for these events are always welcome. Contact friendsoflibrary@northboroughlibrary.org to volunteer, to join, or to find out more.

	2010	2011	2012
Circulation (Jan.-Dec.)	215,298	216,628	205,719
Number of volumes	66,510	63,940	68,425
Non-print items	6,974	7,496	7,553
Registered borrowers	9,787	10,139	10,185
Children in summer reading	614	600	616
Hours Internet use (upstairs)	16,487	18,447	16,744
Reference questions answered	4,076	5,122	3,796
Children's room questions	4,343	5,005	3,068
Visits to library	121,789	124,987	124,209
Interlibrary loan (fiscal year)	18,862	19,671	23,069
Meeting Rooms used	347	393	451



Recreation Department

Allison Lane, *Director*

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 two seasonal brochures (Spring/summer and Fall/Winter) mailed to town residents describing all of the programs for the community. All information is available on the town's website: www.northboroughrecreation.com.

Currently we have a Rec Center, the Town Hall Gymnasium and all K - 8 schools in which we run over 300 programs/year. We run preschool programs for kids ages 6 months - 5 years old. Grade school programs, middle school and high school programs are run throughout the year. Adult programs are held in the gym in the evenings. Our revenue in last fiscal year was over \$530,000.

Last year we started running afterschool programs at all 5 elementary and middle schools in Northborough. We run different programs directly at the end of school for an hour to hour and half. Some example of current afterschool programs are: Hip hop, art classes, lego engineering, golf, soccer, paint your own pottery and wooden toy making.

Each year we strive to provide programming for people of all ages. We have created many new programs over the years for kids, adults and families to enjoy. Currently we have 10,877 current members for Northborough Recreation as of December 1, 2012. 7,458 are Northborough Residents and 3,419 are non residents.

In 2011 we created a Community Garden for the town. The first year of the gardens was a great success. We had 10 active gardens and 10 more built in 2011. In 2012 we built 20 more. Currently we have 30 gardens. In 2012 all 30 were used.



Online registration is available in our department. We now accept VISA, Mastercard and Discover for all recreation registrations. All registrations can be done online, over the phone or in our office. In 2009 we did 27% of our registrations online. In 2010 we did 74%, 2012 we did 76% of our registrations online.

The Recreation Department provides full day summer programs for children ages 3 through 8th grade. Club Assabet runs at Assabet park Monday - Thursdays for a half day 8 weeks/summer for ages 3 - 5. Kid's Discovery runs at the Middle School for grades K - 5, Monday - Friday from 8am - 6pm for 8 weeks/summer. Teen Scene also runs at the middle school for grades 6 - 8, Monday - Friday from 8am - 6pm for 8 weeks/summer. We hire on average 25 - 30 staff for our summer camps. Staff needs to be in their sophomore year in order to apply for employment. Camp Counselors are one of the most sought after summer jobs in the area.

In 2010 the Friends of Northborough Recreation was created in order to raise funds to start a summer camp scholarship program. In one year they raised \$17,000. In 2011 we sent 17 kids to camp on scholarship. In 2012 we raised \$4000 with the 80's Prom Fundraiser. In the summer of 2012 they were able to help 27 kids go to camp.

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 Commission meets once a month to discuss issues and policies that affect the local park facilities and recreation programs.



Family Fun Day at Ellsworth McAfee Park

MAY 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
				1 Burning permits expire	2	3																																																																																				
4	5	6	7	8	9	10																																																																																				
11 Mothers' Day	12 Annual Town Election - 7 a.m.-8 p.m.	13	14	15	16	17																																																																																				
18	19	20	21	22	23	24																																																																																				
25	26 Memorial Day Schools/Town Offices closed	27	28	29	30	31																																																																																				
		April 2014 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				June 2014 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						Notes:
S	M	T	W	Th	F	Sa																																																																																				
		1	2	3	4	5																																																																																				
6	7	8	9	10	11	12																																																																																				
13	14	15	16	17	18	19																																																																																				
20	21	22	23	24	25	26																																																																																				
27	28	29	30																																																																																							
S	M	T	W	Th	F	Sa																																																																																				
1	2	3	4	5	6	7																																																																																				
8	9	10	11	12	13	14																																																																																				
15	16	17	18	19	20	21																																																																																				
22	23	24	25	26	27	28																																																																																				
29	30																																																																																									

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Family & Youth Services Department

June David-Fors, LICSW, Director

The mission of Family & Youth Services is to identify and respond to the human service needs in Town to enhance the lives of Northborough children, families and individuals. We do this through counseling, crisis intervention, linkage to basic health needs and referrals and resources in collaboration with town, state and federal organizations.

Programs & Services

In 2012 Family & Youth Services assisted **943** residents, representing a **32%** increase in services from 2011. Further, families presented with more serious, high risk problems such as children expressing suicidal ideation, domestic violence and increased psychiatric hospitalizations.

Family & Youth Services also fields programs in both the community and school-based settings. In 2012 we made **526** visits to the Northborough Public Schools to provide counseling to children who may otherwise not have received it. We supported residents in the following programs:

	MENTAL HEALTH (246 Residents)	<ul style="list-style-type: none"> • Individual/Family Therapy • Child/Adolescent Therapy • Crisis Intervention • School-Based Counseling
	CASE MANAGEMENT (194 Adults/81 Children)	<ul style="list-style-type: none"> • Fuel Assistance Site • Food Stamp Applications • Helping Hands & Rotary • Food Pantry & Mom's for Tots
	REFERRAL SERVICES (503 Residents)	<ul style="list-style-type: none"> • 503 residents received 978 referrals to human service organizations & resources

Family & Youth Services continues to serve as the town's centralized information and referral source for human service needs. In 2012, we responded to requests from 503 residents who received **978 referrals** to local, state and federal resources and programs.

Northborough Youth Commission

The Youth Commission consists of seven members appointed by the Board of Selectmen. The Commission works closely with the Director to evaluate community needs and advocate for resources to support families. The Commission is also pleased to have student liaisons representing Algonquin Regional High School and St. John's High School.

2012 Accomplishments

1. For the 4th consecutive year, the Departments of Family & Youth Services, Health, Planning and Recreation as well as the Northborough Public Schools and Northborough Extended Day Programs received grant funds to support our Building a Healthy Northborough initiative. Due to its success, Northborough was selected as one of 14 communities to participate in Mass in Motion and was subsequently awarded \$60,000 to support our initiative.
2. Our community partnerships are especially important in light of the increased demand **for all of our services** due to the economy and addition of 382 apartment units in Town. For instance, Northborough Helping Hands experienced an increase in residents utilizing their Holiday program and the Northborough Food Pantry has seen a **34%** increase in residents served over a two year period. This growth is outlined below.
3. As application sites for the Low-Income Home Energy Assistance Program, Family & Youth Services and the Senior Center have seen an increased need for fuel assistance. In fact, according to the South Middlesex Opportunity Council FY 2012 City/Town Report **160 Northborough residents were served with a total dollar expended of \$119,947.00.**

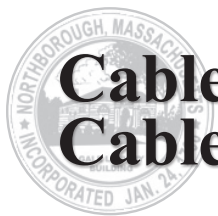
4. During the Academic Year 2012 Family & Youth Services recruited two Boston College Graduate Interns who provided counseling free of charge to the Town. We continue to receive positive feedback from the Colleges and in fact, our new interns are typically referred to us by our previous interns. This year's interns were Pamela Naab and Elaine Yeo.



Community Partnerships

Family & Youth Services continues to value the community partnerships we have built. A brief list includes Northborough Extended Day Programs, Inc., Northborough Public Schools, Helping Hands, the Food Pantry, Rotary Club, Northborough Clergy Association, Special Benevolent Funds and South Middlesex Opportunity Council, Inc.

Northborough Helping Hands	Number of Families	# Household Members
2011 Thanksgiving Program	112	376
2012 Thanksgiving Program	132	442
2011 Holiday Program	121	382
2012 Holiday Program	145	445
Northborough Food Pantry	Number of Families	# Bags of Food
November 2010	79	188
November 2012	106	362
Since July 2012 to December 2012	134	389



Cable Access/ Cable Television

Kathleen Dalglish, Director

The Cable Access Television Department runs the three community television stations for the Town of Northborough. This past year, the Public Access Channel (Charter 11/Verizon 31) played over 150 television shows created by Northborough residents as well as over 200 new shows from public access studios in the region and nationwide. These shows provided informational, educational, and entertaining viewing for local residents. The Government channel (Charter 12/Verizon 30) played over 24 new Northborough shows including Selectmen Meetings and Town Meeting as well as other State and Federally produced shows. Channel 12 also broadcasts the award winning Audio Journal broadcasts for the visually impaired. The Educational Channel (Charter 13/Verizon 29) played over 115 locally produced shows related to Northborough K-12 schools, including School Committee meetings, sports and student productions.

Overall, on the three local community stations, over 6,300 hours of shows were cablecast to Northborough residents. This doesn't include the number of Video on Demand shows that viewers watched on the Internet through the Town of Northborough's website and Northborough Cable Access TV Facebook site.

Every year our goal is to create more and more Northborough produced television shows of interest to our residents. By offering completely free producer classes, we provide the opportunity, training, facility and equipment that enables community members to create their own unique shows. The beautiful new facility at Algonquin provides convenient access to a professional HD television studio and private edit suites to work on your show. Absolutely no experience is required and our staff can provide complete training from the most basic camera use through professional digital editing and production. All completely free of charge. Share your knowledge, talent, interests, and ideas with your neighbors and join the fun!

The Cable Television Advisory Committee oversees the franchise agreements with Charter and Verizon and responds to unresolved customer complaints regarding their cable television service. We are pleased to say that Verizon has completed their buildout and have made their FiOS service available to nearly every Northborough resident. Our contract with Charter expires in October 2013 and we are currently in negotiations with them.

If you have any questions about Producer classes, issues with your cable television service, or any suggestions for us, our door is always open. These are YOUR television stations.



Historical Commission

Normand D. Corbin, Chair

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. Another key responsibility is to broaden community awareness of our historical heritage.

Key efforts over the past year have included:

- Having an information booth at the Applefest Street Fair
- The Massachusetts Historical Commission has recommended we submit the Howard Street Cemetery for consideration into the "National Register of Historic Places". Not only would this be a prestigious recognition for Northborough's heritage, it will open up some funding for preservation efforts at the cemetery.
- We are continuing to develop a video program highlighting Northborough's history. This is a joint project with the Historical Society, Public Access Cable Television and interested town citizens. The first videos will be aired in 2013.
- We have received CPA funding to conduct a master preservation plan for the Colonial portions of the Howard Street

and Brigham Street Burial Grounds. This plan will be used to prioritize preservation and restoration needs at these burial grounds.

- New plaques will be installed in early 2013 that identify two historical locations within Northborough. One will be to identify the John Brigham Mill site on Howard Brook. The other will be to identify the historical nature of the "Old Boston Post Road" through Northborough. We have also removed the Mary Goodenow sign on Route 20 for restoration.
- One of the greatest challenges we have as a commission is that every year 2 to 4 buildings older than 100 years are demolished. The demolition of these old structures requires input from the Historical Commission. Our role is to work with homeowners and potential buyers to evaluate options to demolition. Due to the derelict condition of some buildings and the poor housing economy, the options to demolition have been few. As our goal is for preservation, these demolitions are disappointing.
- Over the past several years two owners have taken the initiative to avoid demolition by sectioning off a portion of the property for development leaving the historical properties intact. Certainly we encourage this option when possible.

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



This plaque is located on Main Street in front of CVS. It was installed in 1932 to celebrate George Washington's 200th birthday. Similar plaques were placed along the route he used in 1775 and 1789 when travelling through Massachusetts. In 1775, he was en-route to Cambridge to take command of the Continental Army. In 1789, he traveled through New England as the newly elected President. On Friday October 23rd 1789, President Washington passed through Northborough on his way to Boston.



Veterans' Services

Richard E. Perron, Veterans' Agent

Who are Veterans?

A Veteran is any person 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.

Veterans' Services – Mission

The Department of Veterans' Services is a state mandated service, providing services to veterans, veteran spouses and their dependents. Its authority is derived from MGL, Chapter 115. Veterans without sufficient means may contact Veterans' Agent Richard Perron 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 any service required at the time of death of a veteran.

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.

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.



Housing Authority

Lynne Moreno, Executive Director
Rita Osborne, Chairman

The Northborough Housing Authority (NHA) is a public agency, which provides housing for low-income elderly, 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, who serves as the state appointee. The Board meets on the first Thursday of each month at 6:00 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 \$45,500 for one person to \$85,800 or eight people. The NHA also owns 8 special needs low income housing units at 152 East Main Street which are regulated by The Department of Mental Health and 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 will be demolishing the old senior center on Centre Drive this Spring and four more units of elderly/handicapped housing will be developed.



Northborough Food Pantry

Sarah Rothery & Ann Taggart, Directors

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 of supplemental food to those who are on a limited income or have 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 more than 250 families who received a total of 4100 bags of food during 2012. Approximately 75 families visit the Food Pantry on a weekly basis. In addition, bags of food are delivered regularly to families housed by the Department of Transitions Assistance in motels in Northborough.

The Pantry does not receive support from the town, and relies on the donations of both food and funds from private citizens, local companies, and organizations, to keep the shelves stocked. 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.





Community Affairs

Virginia Simms George, Chair

The Northborough Community Affairs Committee successfully executed our 2012 programs aimed at enhancing community life in Northborough.

As usual, our program year began in January with our Annual Winter Ball. The White Cliffs was the setting for this event. 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. 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. Marlborough Savings Bank was a major sponsor for the concert series. In addition, we received support from donations from Brendan Properties and Lexus of Northborough.

Additionally, we supported the Senior Citizens' picnic with our basket of cookies. Although the businesses in Northborough took a break from hosting the Holiday Trolley, the Northborough Community Affairs committee held its annual tree lighting ceremony. We had participation from the Board of Selectmen, the American Legion, Algonquin Girls Chorus and the Ellsworth family.

We look forward to continuing our programs during 2013.



Cultural Council

Carl Kinkel, Chair

In 2012, the Northborough Cultural Council awarded 18 grants totaling nearly \$5,000 in support of cultural enrichment in Northborough and immediate surrounding towns. Funding was provided by the Massachusetts Cultural Council, the Town of Northborough as well as local donations. The Council contributed to diverse programs including concerts of varying musical genres, a summer reading program, a genealogy program, the literary magazine at the high school, an edible garden program, as well as literature, science, and music enrichment programs at the elementary schools and the senior center. Grant recipients included The Worcester County Horticultural Society (Tower Hill), Algonquin Regional High School (Sachem Magazine), the Northborough Historical Commission, the Northborough Recreation Department, Marguerite E. Peaslee Elementary School, St. Bernadette's School, Scott Jameson, the Northborough Community Affairs Committee, Richard Clark, Fannie E. Proctor Elementary School, Scott Tooker, Women of Note, Symphony Pro Musica, Northborough Area Community Chorus, John Root, and Assabet Valley Mastersingers.

Our objective each year is to support local cultural programs which add variety and diversity, proposals in support of town-wide community events, and events that help meet the needs of under-served parts of the community. We seek programs for enrichment in the areas of arts, music, humanities, support for local artists, and science, nature, environmental workshops and lectures. Please visit www.mass-culture.org/Northborough for more about our funding objectives and application forms if you are interested in applying for a grant. Grant applications are due each October. We hope you were able to enjoy the programs sponsored by the Northborough Cultural Council in 2012 and we invite you to join us for the upcoming programs funded for 2013.



Scholarship Committee

Bob D'Amico, Chair

The mission of the Northborough Scholarship Committee is to recognize the achievements of college-bound Northborough students through the award of a limited number of scholarships.

Based on a comprehensive evaluation of all submitted applications against state-mandated criteria, including scholastic achievement, financial need, community service and character, the Northborough Scholarship Committee awarded a total of \$1250 to three college-bound Northborough residents in 2012.

Abigail Campbell
Katie Wilson
Richard Thompson





Northborough School District

Administration

Charles E. Gobron A.B., M.Ed., Ed.D.	Superintendent of Schools
Christine M. Johnson B.S., M.A.	Assistant Superintendent of Schools
Barbara E. Goodman B.S., M.Ed.	Director of Student Support Services
Linda P. Andrews B.A., M.Ed., C.A.G.S.	Assistant Director of Student Support Services
Cheryl L. Levesque B.S.	Director of Business
Jean E. Tower B.S., M.A., C.A.G.S.	Director of Technology

Cheryl M. Lepore	Administrative Assistant to the Superintendent
Pauline D. Joncas	Central Office Secretary
Sandra J. Burgess	Administrative Assistant to the Director of Student Support Services
Bernadette M. Noel	Administrative Assistant to the Assistant Superintendent and the Director of Technology
Jolene A. Chapski	Business Secretary
Nena H. Wall	Personnel Coordinator
Deborah A. Gabriau	Personnel Clerk
Lois S. McMahon	Receptionist/Secretary
Christopher P. Hoey	Budget Officer
Robin A. Mason	Financial Coordinator - Northborough
Pamela E. Hite	Financial Coordinator - Southborough
Caroline Willard	Financial Coordinator - Algonquin
Suzanne L. Houle	Financial Clerk
Loraine T. Wolfrey	Data Specialist



Northborough School Committee – Back row left to right: Joan G. Frank, Secretary; John A. Kane, III, Shirley J. Lundberg. Front row left to right: Patricia A. Kress, Vice Chairperson, and Nancy W. Berglund, Chairperson

Business Office

Address	53 Parkerville Road Southborough, MA 01772
Office Hours	8:00 a.m. - 4:30 p.m.
Telephone	(508) 486-5115
FAX	(508) 486-5123

JUNE 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
1	2	3	4	5	6	7																																																																																				
8 ARHS Graduation	9	10	11	12	13	14 Flag Day																																																																																				
15 Fathers' Day	16	17	18	19	20	21 Summer begins																																																																																				
22	23	24 Last day of School Tentatively - Schools close upon the conclusion of 180 school days	25	26	27	28 Ramadan begins																																																																																				
29	30																																																																																									
		May 2014 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>		S	M	T	W	Th	F	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	July 2014 <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </table>		S	M	T	W	Th	F	Sa			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			Notes:
S	M	T	W	Th	F	Sa																																																																																				
				1	2	3																																																																																				
4	5	6	7	8	9	10																																																																																				
11	12	13	14	15	16	17																																																																																				
18	19	20	21	22	23	24																																																																																				
25	26	27	28	29	30	31																																																																																				
S	M	T	W	Th	F	Sa																																																																																				
		1	2	3	4	5																																																																																				
6	7	8	9	10	11	12																																																																																				
13	14	15	16	17	18	19																																																																																				
20	21	22	23	24	25	26																																																																																				
27	28	29	30	31																																																																																						

Please see Town Boards, Committees & Commissions Meeting Schedule on page 59. Visit the Town of Northborough's website at www.town.northborough.ma.us for more info.



Northborough School District

Superintendent's Message

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

I am pleased that in 2012 we again experienced a strong partnership between the Northborough Public Schools and the Northborough community. The strong tradition of support for quality education so clearly evident among parents, educators, and community members is greatly appreciated. We successfully embarked on a number of new initiatives in calendar year 2012, and we are happy to report that the educational experience in the Northborough Public Schools remains current and relevant to the skills students need to be proficient in today's society.

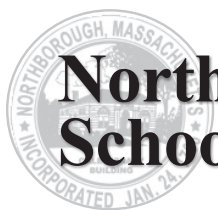
The following are a few highlights from 2012. Please consult our district webpage at www.nsboro.k12.ma.us for more details about the Northborough Public Schools.

- At Lincoln Street School, the year was marked by an increased focus on literacy skills, curriculum development, and assessment. Efforts to improve reading comprehension skills were successful due to increased professional development for teachers, implementation of technology as a universal tool for instruction, and a flexible block schedule Response-to-Intervention (RTI) approach that allowed greater access to both group and individual literacy instruction. Curriculum development was evident with the increased use of curriculum mapping through the Rubicon Atlas software and a renewed emphasis on supplemental mathematics content and instruction. Assessment efforts included the extensive examination of MCAS data and relevant instruction as well as the establishment of a database that provided a snapshot of each student's literacy performance and instructional needs.
- Throughout the year, educators and students at Lincoln Street School engaged in activities designed to promote

citizenship and reduce instances of bullying behavior among classmates. Initiatives included a presentation from the Massachusetts Aggression Reduction Center (MARC), anti-bullying assemblies, and participation in the state's Block Out Bullying Day last winter. Lincoln Street School also continued its Citizenship Agreement and its involvement in the Kids' Character Club to encourage and acknowledge positive behavior.

- The traffic back-up on Maple Street improved considerably at Peaslee School with the implementation of a new arrival and dismissal procedure. Thanks to the support of parents, staff, and the bus company this change has been successful. The year 2012 marked Peaslee School's 50th birthday. The staff worked hard to develop meaningful learning activities that engaged the students in the celebration. The teachers have also been working on mapping their curriculum using the Atlas Program, a district initiative connected to the Common Core that will provide a visual roadmap of student learning from Pre-K through grade 12.
- Mary Ryan, retired principal from Southborough, graciously agreed to serve as Interim Principal of Peaslee School. She has done an excellent job of preparing the school for a permanent principal who will be selected this spring and will take over on July 1, 2013.
- Proctor School also implemented the curriculum mapping with the Atlas software. Teachers continued to incorporate the Daily 5 and CAFE literacy initiatives and worked closely with the school's Reading Specialist. The Think Math! curriculum also flourished for a second year. Outreach efforts included contributing to the Northborough Food Pantry as well as sending cards and CARE packages for those serving in the military. Health and Wellness initiatives included Walk to School Days, a Turkey Trot, and Story Walks for Fitness.
- Proctor School received a number of grants in 2012. Three staff members were awarded Corridor Nine Chamber of Commerce grants. Proctor also received a Yellow School Bus Grant as well as a grant from the Northborough Garden Club. The Proctor School community greatly appreciated receiving a CVS grant for \$2,500 for the purpose of making the school playground more accessible for those with disabilities. A STARS Grant from the Massachusetts Cultural Council totaling \$4,300 was also awarded to Proctor.

- Zeh School continued a number of important professional development activities in 2012, strengthening instructional practices in literacy, written expression, and sentence structure as well as imparting a deeper understanding of the Common Core Standards in mathematics. The Daily 5 and CAFE reading strategies were expanded to all grade levels. The Tools of the Mind curriculum and instructional practices for kindergarten classes, begun last year, were very successfully implemented in 2012. The Atlas Curriculum Mapping project also experienced a successful second year of implementation. The creation of the Zeh School Green Team, the formation of a composting project, and the Treez4Zeh initiative that replaced all trees damaged by the Halloween 2011 storm exemplified the sense of environmental awareness at Zeh.
- Zeh School's initiatives in Health and Wellness, including the monthly Walk and Bike to School events, Story Walks, Brain Gym activities, Yoga, and MCAS "Bootcamp," were all very well received. Principal Susan Whitten received the Traffic Safety Hero of the Year Award from AAA because of the school's events to promote pedestrian safety and bicycle safety programs for students.
- At Melican Middle School, an important theme that ran throughout 2012 was Leading Together: Building Adult Community in Schools. Melican staff participated in a collaborative research study between the Center for Courage and Renewal and the University of Virginia on building relational trust in schools. Consultant Pamela Seigle invited Melican to join the ten-school cohort in this innovative pilot program in order to strengthen skills among the adults, and, of course, with the students, related to shared beliefs about respect, competence, personal regard for others and integrity.
- Melican Middle School continued to be in the forefront of technology efforts. An in-house Technology Committee worked to integrate technological resources into classrooms. A new iPad mobile lab was used daily as teachers explored efficient and effective uses for the iPad and its apps in education. All staff members created websites that provided students with customized log-in credentials to help them understand classroom expectations, current assignments, prepare for assessments and to stay current with their performance in all classrooms. The Atlas Curriculum Mapping program entered its third year of implementation at Melican. Staff members worked to address



Northborough School District

the alignment of both the Common Core standards and the Massachusetts Framework standards in all content areas for sixth, seventh and eighth grades. The school's collaborative efforts have solidified a commitment to creating standards-based curriculum units for all students in all classrooms.

- The 2012 calendar year was a huge success in terms of professional development. The Northborough-Southborough Professional Development Committee adopted the motto Ten Schools, Three Districts, One Community of Learners. Targeted professional development was focused on supporting curriculum alignment through mapping to the Common Core. Educators in the district expanded the use of virtual learning through content providers and state-of-the-art technology. Teaching and learning in a blended classroom was facilitated through the use of a learning management system called Moodle. Enhancing, integrating, and implementing technology in the classroom became an important theme in 2012.
- Developing teaching practices through professional development offerings became more accessible through virtual learning. For example, the Association of Supervision, Curriculum and Development's (ASCD) *PD in Focus* library offered 24/7 access to educational training and resources. The creation of a K-12 Curriculum Leadership Team ensured continuity of curriculum and standards through horizontal and vertical alignment of curriculum, identification of benchmarks, and timely allocation of resources. One exciting example of successful collaboration was the formation of data teams who were assigned the task of analyzing and assessing student and district performance throughout the grades. Another was the creation of district-wide mathematics teams who have worked together to strengthen instructional practices in mathematics and improve student performance at all grade levels.

- The Northborough Public Schools have continued to integrate technology into the curriculum in innovative ways. The Strategic Planning Steering Committee has been making progress on a new strategic plan that will include technology initiatives and 21st Century Skills. A section of the district's web page describes these initiatives.
- Despite fiscal constraints, the schools have continued to make strides upgrading networks and replacing the oldest computers in the schools. Meeting State Benchmarks for educational technology and the funding goals of the Technology Plan has been an important priority of the Northborough School Committee.
- An active Technology Advisory Committee has been engaged with the schools on improving infrastructure, maximizing effective electronic communications, and examining one-to-one educational computing. This committee has been comprised of volunteer citizens with a passion for technology education.
- Student Support Services have been provided to students at the building level to ensure that all students have developmentally appropriate opportunities to learn, grow and make meaningful progress. Student progress has been continually monitored on an individual and building level to ensure that all children meet appropriate standards.
- In 2012, comprehensive, building-based student support teams continued to provide assistance and interventions to students who are challenged by disabilities, learning differences and/or life events beyond their control.
- Student Support Services personnel partnered with general education teachers to implement instructional strategies that met the learning challenges that students encountered. Multi-disciplinary teams collaborated at the building and district levels to create opportunities for students to build on their strengths and minimize their challenges.

Grants

The following is a brief summary of the federal and state grants the Northborough Public Schools received in 2012.

Three federal grants are administered through the Office of the Assistant Superintendent. Under *No Child Left Behind* regulations, a percentage of funds must be shared with private schools that qualify for assistance. The amount allocated to St. Bernadette's Catholic School is included in

the summaries below. The Office of Student Support Services administers another three federal grants. The Essential School Health Services grant falls under the auspices of the Nurse Leader, and the Business Office and the Superintendent monitor the state Kindergarten grant.

Title I Entitlement Grant - \$99,571

Title I provides funding for interventions that benefit underachieving students by helping students meet state performance standards. Northborough has been fortunate that several innovative reading and mathematics initiatives at several of the schools have been funded through Title I for the benefit of students. Title I funding is distributed based on a federal formula. Students receive assistance strictly based on academic criteria.

Title II Part A - Improving Educator Quality - \$33,264

This grant provides funds for high-quality professional development, including consultant fees, leadership training opportunities, coverage for teachers participating in mandated training, and stipends for summer curriculum projects. The grant also supports professional development for improved instruction for English Language Learners. As a condition of this grant, \$6,500 is used to provide high-quality professional development opportunities to educators at St. Bernadette's Catholic School.

Title III English Language Acquisition - \$27,668 *Consolidated Grant*

The purpose of this consolidated grant, shared by the Northborough, Southborough, and Northborough-Southborough Regional School Districts, is to offer supplemental services to children whose first language is not English. Funds are used to provide these children with the assistance needed to perform challenging academic work at proficient levels.

Quality Full-Day Kindergarten Grant - \$79,512

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



Northborough School District

Early Childhood Special Education Allocation - \$32,714 Consolidated Grant

This consolidated grant, shared with the Southborough Public Schools, guarantees that young children with disabilities are placed in high-quality, inclusive programs that meet the federal and state requirements for the least restrictive learning environment. The funds pay for part of the cost of the preschool integrated programs, with emphasis on services for medically fragile children.



School Faculty 2012-2013

LINCOLN STREET SCHOOL

Principal

Jennifer G. Parson

Kindergarten

Carolyn Moring

Jill Zito

Grade 1

Patricia J. Cumming

Jean M. Frazier

Allison Thomas

Grade 2

Linda A. McCann

Kimberly A. Whitley

Grade 3

Sean P. Carey

Karen E. Norsworthy

Catherine B. Simisky

Grade 4

Marci K. Bostock

Kimberly D. Coffin

Caitlin M. Foley

Michele L. Vulcano

Grade 5

Linda Broderick

Lorie A. Caldicott

Peter K. Olson

PEASLEE SCHOOL

Interim Principal

Mary Ryan

Kindergarten

Stacy Cahill

Ashley Correia

Kerri J. Lewis

SPED Program Improvement Allocation - \$14,315

The purpose of this federal grant is to offer professional development to both special education and regular education personnel in order to improve service delivery for children with identified disabilities. Students in Northborough benefit through educator involvement in workshops, seminars, and site-based consultations.

Federal Special Education Entitlement - \$508,085

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.

Grade 1

Jessica A. Alderman

Eileen Badstubner

Jennifer Hunt

Amy B. Melisi

Grade 2

Ariella Greenspan

Jennifer W. Matteson

Marcia D. Mills

Grade 3

Melissa A. Farrell

Margaret A. Marshall

Grade 4

Colleen M. Griffin

Melinda M. Kement

Donna McAuliffe

Grade 5

Andrea L. Daunais

Clare Kelsey

Lisa Miranda

PROCTOR SCHOOL

Principal

Margaret E. Donohoe

Kindergarten

Kathleen J. Behrens

Pamela L. Jones

Grade 1

Lauren Brochu

Michelle M. Hennigan

Marissa Marzilli

Laurie M. McCabe

Grade 2

Susan Brunelle

Kelly A. Furey

Amy Mara

Grade 3

Joan M. Buzzell

Stephanie Mulvena

Barbara J. Sargent-Dowd

Grade 4

Jill M. Iannacone

Elizabeth M. O'Neill

Heidi F. Schwehr

Kelly Strout

Grade 5

Samantha Allen

Kristen D. MacDonald

Essential School Health Services - \$43,050

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, funding must be set aside for essential nursing services at St. Bernadette's Catholic School in Northborough.

ZEH SCHOOL

Principal

Susan A. Whitten

Kindergarten

Vickie L. Berry

Lorraine D. Rubin

Grade 1

Stephanie Dennington

Alexandra Lento

Jennifer M. Ward

Grade 2

JoAnne B. Gorham

Susan M. Grady

Karin E. Johnson

Grade 3

Jessica Abreu

Jessica Bassler

Elizabeth B. Villaflor

Grade 4

Michelle L. Dallaire

Tracey M. Loconto

Chris Louis Sardella

Grade 5

Debra Donston-Miller

Jennifer L. Phipps

Farhana S. Zia



School Faculty 2011-2012

MELICAN MIDDLE SCHOOL

Principal

M. Patricia Montimurro

Assistant Principal

Michelle Karb

Grade 6

Michael Groccia, *Team Leader*

Jennifer A. Robeau, *Team Leader*

Sandra M. Davel

Jessica Eisenlord

Crystal Hare

Karin Johnson

Cortney McCullen

Christine C. Mesite

Daniel E. Olsen

Megan O'Malley

Diane E. Porter

Grade 7

Gretchen M. Bean, *Team Leader*

Jennifer R. Callaghan, *Team Leader*

Beth Blum

Heather A. Clayton

Megan E. Griffin

Katelyn Guilmette

Steven Knight

Danielle Leboeuf

Tammy Peters

Nancy G. Pojani

Anne Shaughnessy

Kimberly M. Zaganjori

Grade 8

Laura B. Frem, *Team Leader*

Kathie Peyev, *Team Leader*

Michelle Angelo

Susan J. Dupre

Mark Geoffroy

Melissa A. Jameson

Rebecca M. Jones

Christine M. Lincoln

Megan Puopolo

Zachary Rudloff

Kimberly L. Senior

Art

Diane Mariano

Computer

Jennifer Trombino

French/Spanish

Hillary Anderson

Elise M. Bradley

Lisa J. Kaplan

Dominique A. LePaul-Hodges

Guidance Counselors

Julie Morancy

Lauren B. O'Neil

Technology Education

William R. Moran

Donald M. Padgett

Bruce Williams

General Music

Katrina L. Caron

Katherine A. Getchell

Instrumental Music

David S. Daquil

Brent S. Ferguson

Librarian

Janice M. Bissett

Physical Education

Fernando J. Ferreira

Jennifer L. Shectman

SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES

Special Education Coordinator/ Out of District Coordinator

Marie Alan

Autism Specialist

Jennifer M. Ostroff

Adjustment Counselors and School Psychologists

Kristen LaForest

Kimberly Spiliakos

Early Childhood Coordinator

Tanya Kalantari

Preschool Teacher

Colleen Bercume

ELL District Coordinator

Rhoda B. Webb

ELL Teachers

Lori Miller

Loni Sotir

Special Needs Resource Teachers

Stephanie Annis

Lisa R. Antoine

Daniel-Scott Brown

Mary Deffley

Elizabeth Elam

Alison Engel

Tanna Jango

Tami Johnson

Cathy A. St. Andre

Amanda Sharpe

Lois Shaughnessy

Sallie Wood

Denise E. Woodland

Behavior Specialists

Carolyn Aspesi-Swenson

Jessica Himmelman

Kathleen A. Marcello

Behavior Specialist/School

Psychologists

Lisa A. Arpino

Anya Sherman

Speech

Helene Desjardins

Meaghan Grendol

Nikol Maher

Meghan Reade

Janet C. Scoppetto

Janet L. Tower

Occupational Therapists

Matthew A. Bertonazzi

Karen A. Brown

Holly Lynch

Instructional Aides

Danielle Gregory

Lesley Shore

Kindergarten Aides

Margaret Aulenback

Belinda B. Cramer

Laurie Donovan

Carol Mackie

Mary S. McNamara

Laurie Middleton

Carolyn Ream

Special Needs Aides

Kim Ashline

Martha J. Bigelow

Crystal Bissett

Peggy S. Brehio

Linda R. Buddenhagen

Marianne Bump

Geraldine Cande

Radhika V. Chebrolu

Heather Christie

Courtney Claypool

Gina R. Cooper

Patricia A. Cray

Rachael Dalton

Barbara A. Dennis

Ashlyn Derosier

Joseph Dicruttalo

Jean Dugan

Jennifer Dwyer

Mary Ethier

Erin French

Chelsey Georgoulis

Jamie Hawley

Mallory Higgins

Liana Jackson

Kim Keeney

Erin Kelley

Mallory Kirk

Brian Kramer

Beryl Krouse

Lisa Larsen

Peter Legere

Marc LeSage

Melissa LeSage

Beth Mazzola

Jennifer McCabe

Colleen McClune

JoAnn Murphy

Janet Robbins

Kristen Roche

Deana T. Rollins

Mariangela Romeo

Angela Russo-Agurkis

Judith L. Scally

Susan Simpson

Jennifer Smith

Suzanne Stimson

Amy Sugrue

Maureen Sullivan-Falzone

Megan Sweeney

Kimberly Timmons

Anne K. Wall

Brenda White

Susan Woods

Angela Zazza

School Nurses

Laurie C. Pardee, *Nurse Leader*

Marieann Blake

Linda DeFeudis

Diane R. Gage

Lorraine I. Perkins

Sally Pini

Mary Rogers

Jane Scotland

School Physician

Dr. Sharon Champion



School Faculty 2011-2012

Tutors

Monique DeBeaucourt
Gail C. Dufault
Caroline Flannagan
Marjorie Hurwitz
Margaret Marinelli
Jennifer Otto
Molly Wijas

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

Regan DeSimone
Judith A. Fledderjohn
John P. McAuliffe
Patricia M. Rollins
Andrew W. Wilson

Language Arts

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

Thomas James Carron
Nicholas Greenwood
Scott Heffner
Eric Ostroff
Bonnie J. Strickland

Secretaries

Linda L. Brannon
Mary Ann Bryant
Ellen Ferreira-Tobin
Linda M. Flanigan
Karolyn Lanciault
Maryann T. Lavalley
Catherine S. Luby
Deborah McLaughlin Young

Non-Instructional Aides

Susan Berger
Holly Evangelista
Michele Hatem
Diane Webster

Crossing Guards

Martha Bigelow
Sharon A. Johnson

CAFETERIA PERSONNEL

Maura Feeley, *Food Service Director*

Lincoln Street School

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

Proctor School

Diane M. Thompson, *Manager*
Susan Sowden

Peaslee School

Victoria Killeen, *Manager*
Carol Benedict
Mary A. Sikora

Zeh School

Eileen M. Bersey, *Manager*
Laura Witkowski

Melican Middle School

Nancy Casaceli, *Manager*
Lisa Brochu
Karen Coulombe
Sherry Nisbet
Barbara Perry
Vasanti Shah

CUSTODIAL PERSONNEL

Thomas H. Maedler, *Supervisor of Maintenance*
Michael DeCoteau, *Head Custodian*
Aaron Gonzalez, *Head Custodian*
John Pirozzi, *Head Custodian*
Kevin E. Walsh, *Head Custodian*
David Anastas
Mark Aselbekian
Jose Baez
Maria Bairos
Magdalen Brewer
Kevin Carneiro
Philip Gates
Pamela M. O'Connor

Northborough Public Schools – Enrollment by Grades – October 1, 2012

School	Pre-K	K	1	2	3	4	5	6	7	8	Total
Lincoln		38	49	47	53	63	52				302
Peaslee		52	46	56	43	48	60				305
Proctor		35	45	49	53	63	47				292
Zeh	34	26	59	52	53	67	59				350
Melican								216	194	232	642
Total	34	151	199	204	202	241	218	216	194	232	1,891

Town of Northborough School Financial Statement
for the 2012 Fiscal Year - July 1, 2011 – June 30, 2012

APPROPRIATION:

Regular Education	\$	13,955,714	
Special Education	\$	4,747,153	
Total Appropriation			\$ 18,702,867

Total Appropriation **\$ 18,702,867**

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$	12,943	
Superintendent's Office	\$	125,816	
Administrative Support Services	\$	416,605	
Total Administration			\$ 555,363

INSTRUCTION:

Supervision	\$	29,269	
Principals' Offices	\$	975,472	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$	9,071,224	
Professional Development	\$	69,810	
Textbooks & Instructional Equip	\$	365,376	
Library/Media Services	\$	387,563	
Guidance Services	\$	144,440	
Total Instruction			\$ 11,043,154

OTHER SCHOOL SERVICES:

Attendance Services	\$	13,014	
Health Services	\$	439,045	
Pupil Transportation	\$	411,659	
After School Activities	\$	9,375	
Student Body Activities	\$	1,506	
Total Other School Services			\$ 874,599

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$	678,349	
Heating	\$	129,775	
Electricity	\$	217,313	
Telephones	\$	34,225	
Gas	\$	-	
Water	\$	14,306	
Tech/Telecomm	\$	53,084	
Total Operation of Plants			\$ 1,127,053

MAINTENANCE:

Grounds	\$	15,638	
Buildings	\$	176,067	
Equipment	\$	94,564	
Technology Maint	\$	42,930	
Total Maintenance			\$ 329,198

LEASE OF BUILDING & EQUIPMENT: **\$ 26,054**

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS **\$ 13,955,422**

SPECIAL EDUCATION PROGRAMS

Legal Services	\$	34,546	
Supervision	\$	158,308	
Teaching (Salaries & Supplies)	\$	2,764,715	
Professional Development	\$	2,666	
Technology	\$	7,144	
Psychological Services	\$	390,427	
Health Services	\$	183,902	
Transportation	\$	440,661	
Telephone	\$	850	
Equipment Maintenance	\$	13,068	
Programs - Other Schools in Massachusetts	\$	655,772	
Payments to Collaboratives	\$	95,047	

TOTAL EXPENDITURES SPECIAL EDUCATION

\$ 4,747,106

TOTAL EXPENDITURES

\$ 18,702,528

BALANCE RETURNED TO GENERAL FUND:

\$ 339

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY11	\$	28,392	
Total Receipts, FY12	\$	434,917	
Total Revenues			\$ 463,309
Total Expenditures, FY12	\$	468,704	
BALANCE TO FY12			\$ (5,395)

KINDERGARTEN GRANT

Expenditures	\$	67,512	
Unexpended Balance	\$	-	
Total Grant Received			\$ 67,512

TITLE 1 GRANT

Expenditures	\$	43,730	
Unexpended Balance	\$	-	
Total Grant Received			\$ 43,730

FY12 EDU JOBS GRANT

Expenditures	\$	235,482	
Unexpended Balance	\$	-	
Total Grant Received			\$ 235,482



2012 Annual Town Meeting Warrant

APRIL 23, 2012 and April 24, 2012, WORCESTER, SS

GREETINGS: To any Constable in the Town of Northborough, County of Worcester:

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-THIRD day of April 2012 at 7:30 p.m. to act on the following warrant articles:

7:32pm Moderator Fred George announced that the required quorum of at least 100 voters has been reached. Mr. George called the meeting to order.

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 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 Sixteen Million Nine Hundred Seventy Seven Thousand Forty Eight Dollars (\$16,977,048) for Town Government as displayed below, and to meet said appropriation, the following sums available for appropriation be transferred:

From:	
Transfer from Cemetery Trust Fund Income	\$ 10,000
Transfer from Cemetery Sale of Lots	\$ 23,000
Transfer from Debt Exclusion Premium Reserve	\$ 20,884
Transfer from Title V Reserve	\$ 4,534
Transfer from Conservation Commission Fees	\$ 10,000
Transfer from Police Revolving Account	\$ 72,500
Transfer from Fire Emergency Medical Services Revolving Account	\$ 77,447
Transfer from Recreation Revolving Account	\$ 120,000
Transfer from Animal Control Revolving Acct.	\$ 35,000
Free Cash	\$ 500,000

for a total of Eight Hundred Seventy Three Thousand Three Hundred Sixty Five Dollars (\$873,365), and that the sum of Sixteen Million One Hundred Three Thousand Six Hundred Eighty Three Dollars (\$16,103,683) 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 Four Million One Hundred Sixty Seven Thousand Six Hundred Fifty Two Dollars (\$4,167,652) 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	\$ 158,183
Water Fund Free Cash	\$ 191,983
Solid Waste Fund Free Cash	\$ 50,000

Raise and Appropriate by Taxation:	
Solid Waste General Fund Subsidy	\$ 247,570

for a total of Six Hundred Forty Seven Thousand Seven Hundred Thirty Six Dollars (\$647,736) and that the sum of Three Million Five Hundred Nineteen Thousand Nine Hundred Sixteen Dollars (\$3,519,916) be financed from Water, Sewer and Solid Waste Revenues.

Water Fund	\$2,017,630
Sewer Fund	\$1,368,932
Solid Waste	\$ 781,090
	\$4,167,652

ARTICLE 6 MOTION PASSED

To see if the Town will vote to raise and appropriate by taxation the sum of Nineteen Million Four Hundred Ninety Five Thousand Two Hundred Seventy Seven Dollars (\$19,495,277) 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 Nine Million Three Hundred Eighty Nine Thousand Four Hundred Fifteen Dollars (\$9,389,415), 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 Fifty Six Thousand Six Hundred Forty Five Dollars (\$656,645), or take any action relative thereto.

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 M.G.L. Chapter 78, Sections 19A and 19B, and 605 CMR 4.00, as supplemented or amended by current state budget language, 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.



2012 Annual Town Meeting Warrant

ARTICLE 11 MOTION PASSED

To see if the Town will vote to combine Articles 12 through 17 as follows:

- Article 12 Reauthorizes Fire Department Revolving Fund Accounts;
- Article 13 Reauthorizes Police Department Revolving Fund Accounts;
- Article 14 Reauthorizes Animal Control 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;

And in so voting that the Town vote to establish and/or reauthorize revolving fund accounts as stated in Articles 12 through 17 of the Warrant, said revolving accounts being authorized to and for the use of the Fire Department, Police Department, Animal Control, Community Affairs Committee, Family and Youth Services Department, and Council on Aging 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 Sup-

port/Emergency Medical Service 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 Animal Control Officer for the receipt of dog license fees and related fines, which sums shall be utilized to support the Animal Control 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 Animal Control 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 MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) for a Reserve Fund to provide for extraordinary or unforeseen expenditures in accordance with Massachusetts General Laws Chapter 40, Section 6, and to meet said appropriation, the sum of One Hundred Fifty Thousand Dollars (\$150,000) be raised by taxation, transfer from available funds, borrowing or otherwise, or take any action relative thereto.

- This Article provides the Town operations with an option for the funding of extraordinary or unforeseen expenditures during the year.



2012 Annual Town Meeting Warrant

ARTICLE 19 MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Thousand Dollars (\$100,000) from General Fund Free Cash, to offset FY2012 Emergency Storm Spending, and to meet said appropriation, the sum of One Hundred Thousand Dollars (\$100,000) be raised by taxation, transfer from available funds, borrowing or otherwise, or take any action relative thereto.

- This Article provides an estimated 25% of the funding for the cost associated with the clean up after the October 29, 2011 Nor'easter. The Town also expects to receive a 75% reimbursement from Federal Emergency Management Agency (FEMA).

ARTICLE 20 MOTION PASSED

To see if the Town will vote to accept Chapter 200A, Section 9A of the Massachusetts General Laws in order to authorize a procedure for the disposition of abandoned funds held in the custody of the Town.

- Approval of this Article would provide the authorization for the Town to dispose of abandoned property, mainly checks which have been issued but remain outstanding, to be handled in the manner outlined in Chapter 200A, Section 9A. Basically, after one year, with the appropriate notice, the Town would be allowed to return the funds to the Town treasury.

ARTICLE 21 MOTION PASSED

To see if the Town will vote to rescind the authorization to borrow the following amounts, representing unused bor-

rowing capacity no longer needed for the purposes for which borrowing was initially approved:

- This Article seeks to clear the Authorized, Unissued portion of these two borrowing articles by rescinding the authority to borrow in order to finalize these projects.

ARTICLE 22 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Three Hundred Fifty Thousand Dollars (\$350,000) for the use of the Northborough Fire Department to purchase a fire engine tender (tanker truck) and related equipment, and to meet said appropriation, the sum of Three Hundred Fifty Thousand Dollars (\$350,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds to replace the department's 1984 engine which will be twenty-nine years old in 2013 and has far exceeded its useful life with a fire engine tender (tanker truck).

ARTICLE 23 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Eighty Five Thousand Dollars (\$85,000) for the use of the Northborough Fire Department to purchase departmental equipment and related expenses to comply with the Federal Communications Commission's narrow banding mandate, and to meet said appropriation, the sum of Eighty Five Thousand Dollars (\$85,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

Article 24

Date of Approval	Warrant Article #	Original Purpose	Unexpended Amount
4/28/2008	21	119 Colburn Street Remediation	\$705,941
4/28/2008	47	Lincoln Street School Roof	1,509
4/28/2008	48	Lincoln Street School Floors	2,711
4/24/2006	30	Police Station Repairs	35,098
4/24/2006	31	Highway Garage Improvements	469
4/24/2006	52	Middle School Elevator Repairs	141
4/24/2006	56	Peaslee School Roof	1,765
4/26/2005	33	School Pneumatic System	2,052
4/26/2004	37	School Technology Plan	54
4/26/2004	39	Peaslee School Cafeteria Equipment	21
4/26/2004	40	Lincoln Street School Exterior Doors	1,097
4/28/2003	19	Fire Rescue Pumper	85
4/22/2002	41	Middle School Heating System	900
4/23/2001	37	School Building Repairs	25,932
4/27/1998	24	Town Computer Network	4,842
4/28/1997	34	School Feasibility Study	19,383
TOTAL			\$802,000

- This Article provides funds for the purchase of new radio equipment and related conversion required in order to comply with the Federal Communications Commission mandate by January 1, 2013. This appropriation includes radio equipment replacement for the Fire Department, Police Department and Department of Public Works.

ARTICLE 24 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the following unexpended amounts of money that were initially borrowed to finance capital projects that are now complete, and for which no further liability remains, to pay costs in the amount of Eight Hundred Two Thousand Dollars (\$802,000) for the repairs, renovation and restoration of the Town Offices Building, located at 63 Main Street as permitted by Chapter 44, Section 20 of the General Laws, or take any action relative thereto:

- This Article provides for the repurposing of the bond proceeds remaining from a variety of previously completed projects for use toward the Town Offices Building repair project. In addition to the \$802,000 requested to be appropriated in this article, the Community Preservation Committee is proposing an appropriation of \$350,000 in Article #37 for a total project cost of \$1,152,000. Under this proposed financing plan there will be no additional tax impact for this project.

Article 21

Unissued Amount	Date of Approval	Warrant Article	Original Purpose
\$238,762	4/28/2008	#47	Lincoln Street School Roof
\$400,000	4/25/2006	#28	Fire Department Ladder Truck



2012 Annual Town Meeting Warrant

ARTICLE 25 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Ten Thousand Dollars (\$10,000) for the use of the Northborough Department of Public Works to repair the track at Ellsworth McAfee Park, and to meet said appropriation, the sum of Ten Thousand Dollars (\$10,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds for the repair and upgrade of the portion of the track at Ellsworth McAfee Park that was not repaired as part of the playground project in 2009. The \$10,000 appropriation will be combined with \$30,000 in donated funds for a total project cost of \$40,000.

ARTICLE 26 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Six Thousand Dollars (\$56,000) for the use of the Northborough Department of Public Works – Highway Division to purchase a one-ton service truck and related equipment, and to meet said appropriation, the sum of Fifty Six Thousand Dollars (\$56,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds to replace a 2000 Ford F-350 truck with a one-ton service truck and plow.

ARTICLE 27 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Fifty Three Thousand Dollars (\$153,000) for the use of the Northborough Department of Public Works – Highway Division to purchase a sidewalk plow and related equipment, and to meet said appropriation, the sum of One Hundred Fifty Three Thousand Dollars (\$153,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds to purchase a new sidewalk plow to replace the existing 2002 piece of equipment which has reached the end of its useful life.

Article 29

<u>Project</u>	<u>Transfer</u>	<u>Transfer</u> <u>MGL Ch. 44, Sec. 20</u>	<u>Total</u>
Lyman Street Well Design & Construction, including costs incidental or related thereto	\$59,783 Water Enterprise Fund Free Cash	\$190,217 Article #23 - 4/23/2007 Town Meeting - Water Tank Improvements	\$250,000

ARTICLE 28 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Seventy Five Thousand Dollars (\$75,000) from Sewer Fund Free Cash and vote to appropriate the sum of Twenty Five Thousand Dollars (\$25,000) from General Fund Free Cash, for a total of One Hundred Thousand Dollars (\$100,000), to purchase a portable generator and related equipment for the use of various municipal facilities.

- This Article provides funds to purchase a portable generator that would serve as a back-up generator for the Hudson Street Sewer Pump Station. The article also includes the necessary wiring expenses at the various facilities so that the portable generator can serve as a backup for critical municipal operations.

11:01 pm a motion was made to adjourn the meeting until Tuesday April 24th 2012 at 7:30pm. **MOTION PASSED**

Annual Town Meeting

Adjourned session - Tuesday April 24th 2012

7:34pm Moderator Fred George announced that the required quorum of at least 100 voters has been reached. Mr. George called the meeting to order.

ARTICLE 29 (CIP) MOTION PASSED

To see if the Town will vote to appropriate in FY2012, sums of money for the projects described above in the amounts described above; to determine whether these appropriations

shall be raised by the transfer from available funds and/or in accordance with Chapter 44, Section 20 of the General Laws, as indicated below for each project, or otherwise; or to take any other action relative thereto:

- This Article provides funds for the immediate repair and upgrade in FY2012 of the Lyman Street Well as required by the Department of Environmental Protection.

ARTICLE 30 (CIP) MOTION PASSED

To see if the Town will vote to appropriate sums of money for the projects described below in the amounts described below; to determine whether these appropriations shall be raised by transfer from available funds and/or in accordance with Chapter 44, Section 20 of the General Laws, as indicated below for each project, or otherwise; or to take any other action relative thereto:

- This Article provides funds for an emergency generator replacement at the Melican Middle School. The replacement generator will power the school, which serves as the Town's primary emergency shelter site, in the event of a power outage.

ARTICLE 31 (CIP) MOTION CARRIES BY THE REQUIRED 2/3rds VOTE

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the School Building Committee for

Article 30

<u>Project</u>	<u>Transfer</u>	<u>Transfer</u> <u>MGL Ch. 44, Sec. 20</u>	<u>Total</u>
Melican Middle School Emergency Generator, including costs incidental or related thereto	\$286,000 General Fund Free Cash	\$114,000 Article #21 – 4/28/2008 Town Meeting - 119 Colburn Street Remediation	\$400,000



2012 Annual Town Meeting Warrant

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, with the understanding that 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.

- This Article provides the authority to borrow \$500,000 for a feasibility study for a potential addition/renovation of the Lincoln Street School. Approximately 48% of the cost of the feasibility study will be reimbursed by a Massachusetts School Building Authority grant.

ARTICLE 32 MOTION PASSED

To see if the Town will approve the \$62,434,488 borrowing authorized by the Assabet Valley Regional Vocational School District, for the purpose of paying costs of the Assabet Valley Regional Technical High School Repair/Renovation Project, located at 215 Fitchburg Street, Marlboro, MA, including the payment of all costs incidental or related thereto ("the Project") which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least (50) years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the Assabet Valley Regional Technical High School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall

not exceed the lesser of (1) fifty-three and forty-eight one-hundredths percent (53.48%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

- This Article provides approval for the \$62.4 million repair/renovation project for the Assabet Valley Regional Vocational School building. The Massachusetts School Building Authority has approved the project and will contribute approximately \$33.4 million toward this project. The project requires approval from all seven member communities.

ARTICLE 33 PASSED OVER

To see if the Town will vote to appropriate the sum of Sixty Thousand Dollars (\$60,000) for repair of a private way, servicing 232, 234A, 236 and 238 Church Street, pursuant to Chapter 9-120 of the Code of the Town of Northborough, and to authorize the Board of Selectmen to assess betterments for the total cost to the Town of such repair, in accordance with Massachusetts General Laws, Chapter 80, on a per parcel basis proportional to all parcels benefitting, and to meet said appropriation the sum of Sixty Thousand Dollars (\$60,000) be raised by borrowing in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(6) 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.

- This Article provides funds for the Town repair of a private way. In accordance with the Town Code, the total project cost will be assessed to the property owners through a betterment program.

ARTICLE 34 MOTION PASSED

To see if the Town will vote to authorize the Board of Selectmen to grant and convey access and utility easements on property owned by the Town and located at 211 Main Street, which property is shown on Assessors Map 53 as Lot 107, for the purpose of serving the telecommunications facility and equipment located on said property pursuant to the lease previously authorized under Article 39 of the April 2010, Annual Town Meeting, which easements shall be on such terms and conditions, and for such consideration, which may be nominal consideration, as the Board of Selectmen deems appropriate; or take any action relative thereto.

- This Article is regarding the use of a portion of Town-owned land for the operation and maintenance of a wireless communication tower and accessory equipment.

ARTICLE 35 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 35 - Consolidated Personnel Bylaw Amendments – 2012 Annual Town Meeting".

ARTICLE 36 MOTION PASSED

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-02-040 Definitions by deleting the text shown in brackets [] and replacing it with the text shown in brackets and underlined [], or take any action relative thereto.

Lot Width, Minimum – [The required minimum lot frontage extending from the front lot line to the rear building line of the main building on the lot.] [The required minimum lot frontage shall extend from the front lot line to the rear building line of the main building and shall be equal to or greater than the required minimum lot frontage dimension per 7-06-020 Table 2. If the lot has reduced frontage per 7-06-030B(2), the minimum lot width per 7-06-020 Table 2 shall apply from the front building line to the rear building line of the main building. If the lot has reduced frontage per 7-06-030B(3), the minimum lot width at the main building line shall not be less than 100'.]

- The proposed expanded definition is for clarification purposes only. The intent of the definition is not changing. There have been ongoing misinterpretations by the private sector when locating buildings on lots resulting in applicants seeking variances for minimum lot width. This improved definition will result in better understanding of where buildings need to be located on a lot in order to meet the minimum lot width.

ARTICLE 37 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Two Hundred Fifty Thousand Dollars (\$250,000), or any other sum, from the Community Preservation Fund revenues and the sum of One Hundred Thousand Dollars (\$100,000), or



2012 Annual Town Meeting Warrant

any other sum, from the Community Preservation Unreserved Fund, for a total of Three Hundred Fifty Thousand Dollars (\$350,000), or another sum, to the Town Administrator for renovations and restorations to the Town Offices Building, 63 Main Street, for the purpose of upgrading the heating system, or take any action relative thereto.

- This Article will contribute \$350,000 from Community Preservation Funds and partially fund the upgrading of the Town Offices Building heating system.

ARTICLE 38 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Thousand Dollars (\$50,000), or any other sum, from the Community Preservation Fund revenues and transfer said amount to the Conservation Fund for future open space preservation or acquisitions and further, if such funds are used for the acquisition of real property, to authorize the Conservation Commission to grant a conservation restriction in said property, meeting the requirements of Massachusetts General Laws Chapter 184, to the Commonwealth of Massachusetts, or to a charitable corporation or foundation selected by the Conservation Commission with the right to enforce the restriction, or take any other action relative thereto.

- This Article will place funds into the Conservation Commission Fund which is used to assist with the acquisition of open space including purchase, surveys, and legal fees.

ARTICLE 39 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Seven Thousand Two Hundred Dollars (\$7,200), or any other sum, from the Community Preservation Fund revenues to the Northborough Historical Society for the repair and restoration of the 1874 George Stevens Pipe Organ located in the Historical Society building at 52 Main Street, or take any action relative thereto.

- This Article is for the repair and restoration of the organ located in the Historical Society building.

ARTICLE 40 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Five Thousand Dollars (\$5,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Historical Commission for the inventory and assessment of colonial era gravestones at Howard Street Cemetery and Brigham Street Burial Ground, or take any other action relative thereto.

- This Article is for the first phase of a project for an inventory and an assessment of the condition of colonial era gravestones in the Town's cemeteries.

ARTICLE 41 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Six Thousand Six Hundred Dollars (\$6,600), or any other sum, from the Community Preservation Fund revenues and Forty-Three Thousand Four Hundred Dollars (\$43,400), or any other sum, from the Community Preservation Unreserved Fund, for a total of Fifty Thousand Dollars (\$50,000), or another sum, and place said amounts in the Community Preservation Historic Resources Reserve for the purpose of future historical property preservation or acquisitions, or take any other action relative thereto.

- This Article places funds in the historic resources reserve account to be used at a later date for the acquisition and/or preservation of historic property.

ARTICLE 42 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Thousand Dollars (\$100,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Housing Authority for the purpose of demolishing the former senior center at 1 Centre Drive, or take any other action relative thereto.

- This Article allocates funds to the Housing Authority for the demolition of the former senior center.

ARTICLE 43 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Eleven Thousand Fifteen Dollars (\$11,015), or any other sum, from the Community Preservation Fund revenues to the Northbor-

ough Community Preservation Committee for debt service and expenses associated with Open Space land acquisition for the Fiscal Year 2013, or take any other action relative thereto.

- This Article allocates funds to pay for the FY2013 debt service and associated costs for the purchase of the Open Space parcel located at 0 Green Street (Assessors Map 26, Parcel 2) approved at the 2011 Annual Town Meeting.

ARTICLE 44 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Twenty Four Thousand Dollars (\$24,000), or any other sum, 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, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2013, or take any other action relative thereto.

- This Article allocates funds to the Community Preservation Committee for costs associated with administering the Community Preservation Act.

ARTICLE 45 MOTION PASSED

To see if the Town will vote to approve the following:

SECTION 1. The Town of Northborough, acting by and through its Board of Selectmen, may transfer two parcels of land, being portions of land owned by the Town of Northborough and held for playground purposes from the Parks and Recreation Commission to the Board of Selectmen for the purpose of conveyance. The land is described in a deed to the Town dated January 5, 1989 recorded in the Worcester South District Registry of Deeds in Book 12219, page 366. The parcels to be conveyed are shown as "Parcel C-2" and "Parcel C-3" on a 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".

SECTION 2. The Town of Northborough, acting by and through its Board of Selectmen, may convey the first parcel of land containing approximately 3,678 square feet,



2012 Annual Town Meeting Warrant

shown as "Parcel C-2" on the plan referenced in Section 1, to abutters Robert A. DiGregorio and Joyce DiGregorio of 72 Valentine Road in the Town, being the site of an existing pool and appurtenant buildings. The consideration paid to the Town for such conveyance shall be in the amount of \$6,215.82. The Town, acting by and through its Board of Selectmen, may convey the second parcel of land containing approximately 3,680 square feet, shown as "Parcel C-3" on the plan referenced in said Section 1, to abutters Andrew D.W. McKie and Susan E. McKie of 68 Valentine Road in said Town, being the site of an existing driveway. The consideration paid to the Town for such conveyance shall be in the amount of \$6,219.20. The remainder of the property shown on such plan, approximately 3.1274 acres, shall continue to be held for playground purposes under the Parks and Recreation Commission of the Town of Northborough.

SECTION 3. This act shall take effect upon its passage.

- This Article allows the Town to transfer ownership of those portions of Town-owned property currently in use by the DiGregorios and the McKies. This article was previously approved at the 2009 Annual Town Meeting. However, the State Legislature failed to act in a timely manner and Town Meeting reauthorization is required.

ARTICLE 46 MOTION FAILED

To see if the Town will vote to amend Chapter 2-36, Historic Buildings, of the Northborough Town Code, Section 2-36-020, Definitions, by deleting the text shown in brackets [], or take any action relative thereto.

Significant Building – (a) Any building in the Town of Northborough which is historical by reason of its age (in whole or in part one hundred (100) or more years) and: (i) researched and found by the Commission to be historically significant, or architecturally significant; or (ii) Listed on the National Register of Historic Places or included in [the Massachusetts Historical Commission Inventory of Historic and Archaeological Assets or] a Town Historic District.

- This Article will delete reference to the Inventory of Historic and Archaeological Assets as this inventory only serves to list buildings in Town that are over fifty (50) years old. The inventory makes no reference to the historic significance of the building.

ARTICLE 47 – CITIZENS PETITION MOTION FAILED

To see if the Town will vote to require voters to present photo identification before being allowed to cast a vote in State and National elections.

Proposed by: Barbara Sands

ARTICLE 48 – CITIZENS PETITION MOTION PASSED

To see if the Town will vote to amend the Northborough Town Zoning Bylaw Chapter 7-05-030 Table of Uses, Table 1. Table of Uses, Part B. Commercial and Industrial Districts Residential Uses Section A. Principle Uses, Sub-section Multifamily dwelling in Business East by removing may be allowed by special permit from the Zoning Board of Appeals and replace with "prohibited use".

Proposed by: Carol Chione

ARTICLE 49 – CITIZENS PETITION MOTION PASSED

To see if the Town will vote to amend the Northborough Town Zoning Bylaw, Chapter 7-05-030 Table of Uses, Part B, Commercial and Industrial Districts, Section: Mixed Uses, Sub-section: Horizontal Mixed Use Development in Business East by removing the use allowed by Special Permit from the Zoning Board of Appeals and replace with "prohibited use".

Proposed by: Carol Chione

ARTICLE 50 – CITIZENS PETITION MOTION FAILED (71 yes, 59 no)

To see if the Town will vote to amend the Northborough Town Zoning Bylaw, Chapter 7-06-030 Table 2. Table of Density and Dimensional Regulations for District Business East by changing existing Minimum Yard Setbacks of "twenty (20) feet to twenty-five (25) feet for Side; twenty-five (25) feet to thirty (30) feet for Rear."

Proposed by: Karen Ares

ARTICLE 51 – CITIZENS PETITION MOTION FAILED (45 yes, 69 no)

To see if the Town will vote to amend the Northborough Town Zoning Bylaw, Chapter 7-06-030 Table 2. Table of Density and Dimensional Regulations for District Business East Minimum Open Space by removing twenty (20) percent and replacing with thirty (30) percent".

Proposed by: Karen Ares

ARTICLE 52 MOTION PASSED OVER

To hear the reports of the several Town Officers and Committees and to act thereon; also to choose any committee the voters deem necessary, and to appropriate money for their use, or act in any way relative thereto.

Motion to dissolve the meeting. **MOTION PASSED**
11:46pm April 24, 2012 meeting dissolved.

Attendance 4/23/2012: 246

Attendance 4/24/2012: 213

Total Registered Voters: 10,207

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



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 Tuesday	6:00 PM	Selectmen's Meeting Room
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Cable TV Advisory Committee	As needed	7:00 PM	Room A129 - High School
Cemetery Commission	As needed		Town Offices
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	1st Thursday	8:00 AM	Conference Room B
Earthwork Board	4th Wednesday-As needed	7:00 PM	Conference Room B
Elderly/Disabled Taxation Fund Committee	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	6:00 PM	Colonial Village Community Room
Housing Partnership	3rd Thursday	7:00 PM	Conference Room C
Industrial Development Commission	As needed		Town Offices
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-Unless noted	7:00 PM	Melican Middle School Library
Northborough-Southborough Regional School Committee	3rd Wednesday-Unless noted	7:00 PM	Algonquin Regional High 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
Scholarship Committee	4th 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	3rd Tuesday	6:30 PM	Selectmen's Meeting Room
Youth Commission	3rd Thursday	7:00 PM	Conference Room B
Zoning Board of Appeals	4th Tuesday	7:00 PM	Conference Room B

LOCATION OF MEETINGS

- **Selectmen's Meeting Room, Assessors Office, Conference Rooms B and C, Town Offices** - Town Hall, 63 Main Street
- **Senior Center** - 119 Bearfoot Road
- **Colonial Village Community Room** - 26 Village Drive
- **Library** - 34 Main Street
- **Melican Middle School Library** - 145 Lincoln Street
- **Algonquin Regional High School Library** - 79 Bartlett Street
- **Police Station** - 211 Main Street



Application for Town Government

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: _____

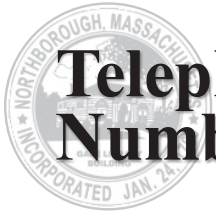
Occupation: _____

How many years have you lived in Northborough? _____

Education: _____ If college graduate, indicate major: _____

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



Telephone Numbers

SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #	SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #
Birth Certificates	Town Clerk	508-393-5001	Park/Field Usage	Recreation	508-393-5034
Brush Burning Permits	<i>Fire Headquarters, 11 Pierce Street</i>	508-393-1537	Personnel Inquiries	Administration	508-393-5040
Building Permits	Building Department	508-393-5010	Plumbing & Gas Permits	Building Department	508-393-5010
Business Certificates	Town Clerk	508-393-5001	Property Info, Assessments, Record Cards	Assessors	508-393-5005
Cable Access	Cable Access Director	508-393-6195	Raffle Permits	Town Clerk	508-393-5001
Cemetery Graves	Public Works Department	508-393-5030	Recreation Program	Recreation	508-393-5034
Census	Town Clerk	508-393-5001	Recycling Information/Bins	Engineering	508-393-5015
Class I, II, III Licenses	Administration/Selectmen	508-393-5040	Residents Listing Book	Town Clerk	508-393-5001
Common Victualler Licenses	Administration/Selectmen	508-393-5040	School-Age Child Care	Northborough Extended Day Program	508-393-7020
Community Bulletin Board	Cable Access TV	508-393-6195	School Administration	<i>Supt., 53 Parkerville Rd., Southboro</i>	508-486-5115
Conservation Issues	Engineering	508-393-5015	Senior Citizen Information	<i>Senior Center, 119 Bearfoot Road</i>	508-393-5035
Counseling	Family & Youth Services	508-393-5020	Septic System Installations	Board of Health	508-393-5009
Death Certificates	Town Clerk	508-393-5001	Site Plans	Planning	508-393-5019
Dog Issues	Animal Control	508-842-8208	Smoke Detector/Carbon Monoxide Certificates	<i>Fire Headquarters, 11 Pierce Street</i>	508-393-1537
Dog Licenses/Fine Payments	Town Clerk	508-393-5001	Street/Sidewalk Issues	Public Works Department	508-393-5030
Earthwork Issues	Engineering	508-393-5015	Subdivision Plans	Planning	508-393-5019
Electrical Permits	Building Department	508-393-5010	Swimming Pool Permits	Building Department	508-393-5010
Economic Development	Administration	508-393-5040	Tax Bill Payments	Treasurer/Collector	508-393-5045
Employment Opportunities	Administration	508-393-5040	Tax Exemptions	Assessors	508-593-5005
Excise Bill Payments	Treasurer/Collector	508-393-5045	Town Code/Town Bylaws	Town Clerk	508-393-5001
Firearm Permits	<i>Police Headquarters, 211 Main St.</i>	508-393-1515	Trash Collection	Engineering	508-393-5015
Food Service Permits	Board of Health	508-393-5009	Trench Permits	Building Department	508-393-5010
Fuel & Food Assistance	Family & Youth Services	508-393-5020	Vaccination Information	Board of Health	508-393-5009
GIS Maps	MIS/GIS	508-393-1525	Veterans Information	Veterans Agent	508-393-5024
Historical Commission Info	Administration	508-393-5040	Voter Registration	Town Clerk	508-393-5001
Human Services	Administration	508-393-5040	Water/Sewer Bill Payments	Public Works Department	508-393-5030
Library Services Wireless Internet	<i>Library, 34 Main Street</i>	508-393-5025	Website Information	MIS/GIS	508-393-1525
Liquor Licenses	Administration/Selectmen	508-393-5040	Wood/Pellet Stove Permits	Building Department	508-393-5010
Marriage Licenses	Town Clerk	508-393-5001	ZBA Special Permits/Variations	Planning	508-393-5019
Motor Vehicle Abatements	Assessors	508-393-5005			
Motor Vehicle Excise Questions	Assessors	508-393-5005			