

THE TOWN OF Northborough, Massachusetts



2013 Annual
Report



Annual Lions Club Peace Poster Contest

Each year, Lions Clubs around the world proudly sponsor the Lions International Peace Poster Contest in local schools and youth groups. This art contest for kids encourages young people worldwide to express their visions of peace. For more than 25 years, millions of children from nearly 100 countries have participated in the contest. Each poster is judged on originality, artistic merit and expression of the theme. Posters advance through several judging levels: local, district, multiple district and international. At the international level, judges from the art, peace, youth, education and media communities select one grand prize winner and 23 merit award winners. (*Quoted from the Lions Club Peace Poster Website*)

Students at Robert E. Melican Middle School in Northborough participate in the Peace Poster Contest at the start of every school year. All students in the 8th grade create a poster as an assignment for Art class, and then decide if they would like to submit their poster to the contest or not. All posters are created to show one theme which is chosen by the Lions Club, as well as being created without the use of any words, letters or numbers in any language. This year's theme is "Our World, Our Future." Once all contest participating 8th graders have submitted their posters, a 1st, 2nd and 3rd place winner is chosen.

The Peace Posters are judged by Melican Middle School's Art teacher, Diane Hansbury, along with the local Northbor-

ough Lions Club. Many thanks to Ms. Hansbury for working with the 8th grade students each year to produce these posters. The Melican Middle School winners of this year's Peace Poster Contest are:

1st Place	Taylor Murphy
2nd Place	Bridey McGlynn
3rd Place	Kimberly Skinner

All of the Peace Posters submitted to the contest have been proudly displayed in local Northborough public buildings, including the Town Library, Town Hall, Senior Center and Central One Credit Union.



1st Place – Taylor Murphy



2nd Place – Bridey McGlynn



3rd Place – Kimberly Skinner



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Community Profile

Incorporated

- 1766

Land Area

- 18.72 Sq. Miles

Public Roads

- 92.76 Miles

County

- Worcester

Population

- 14,753

Form of Government

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

FY2014 Tax Rate per Thousand

- \$16.59

FY2014 Average Single Family Home Value

- \$375,222

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

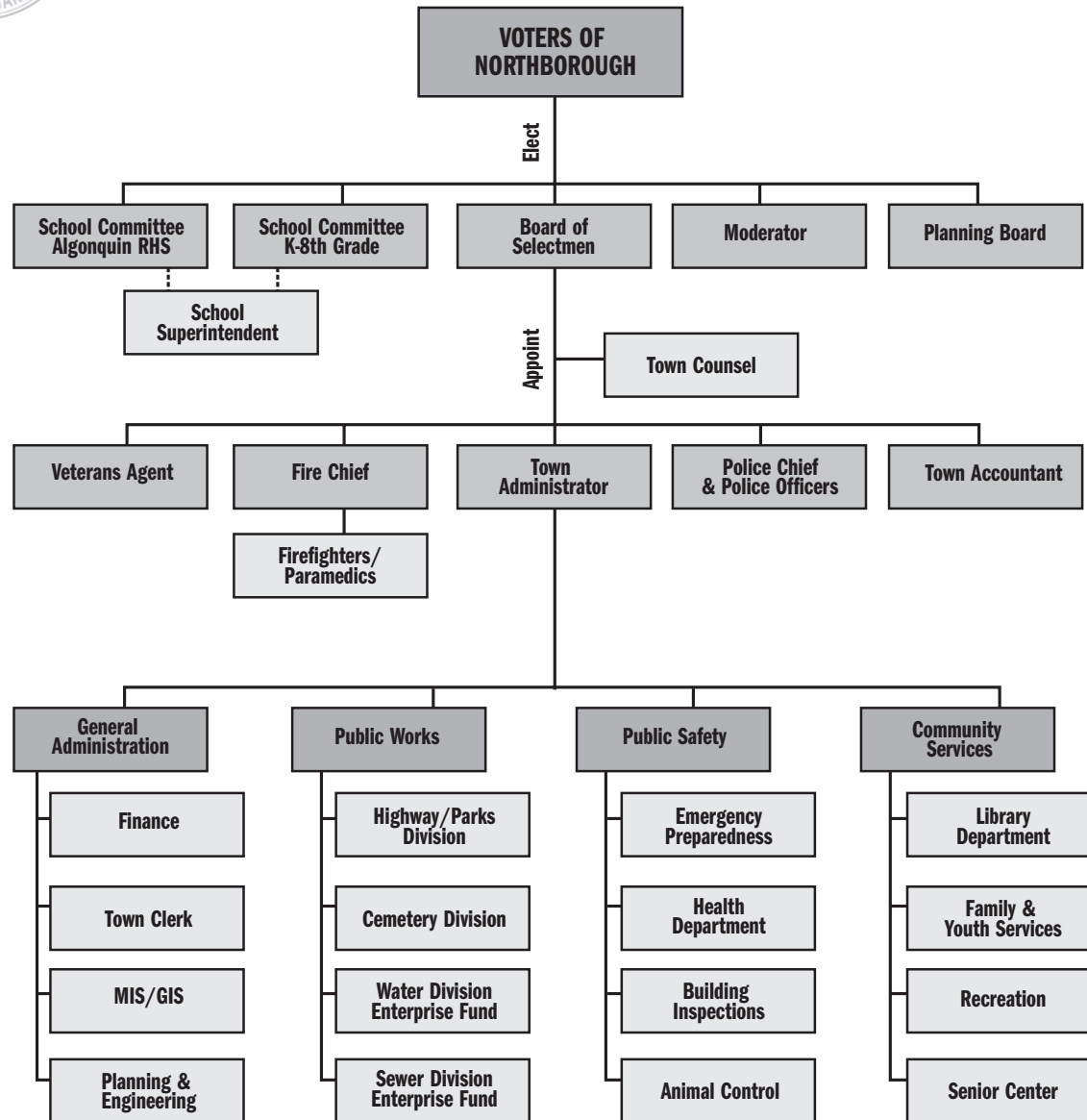
In The Center Of It All: Northborough, Massachusetts



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

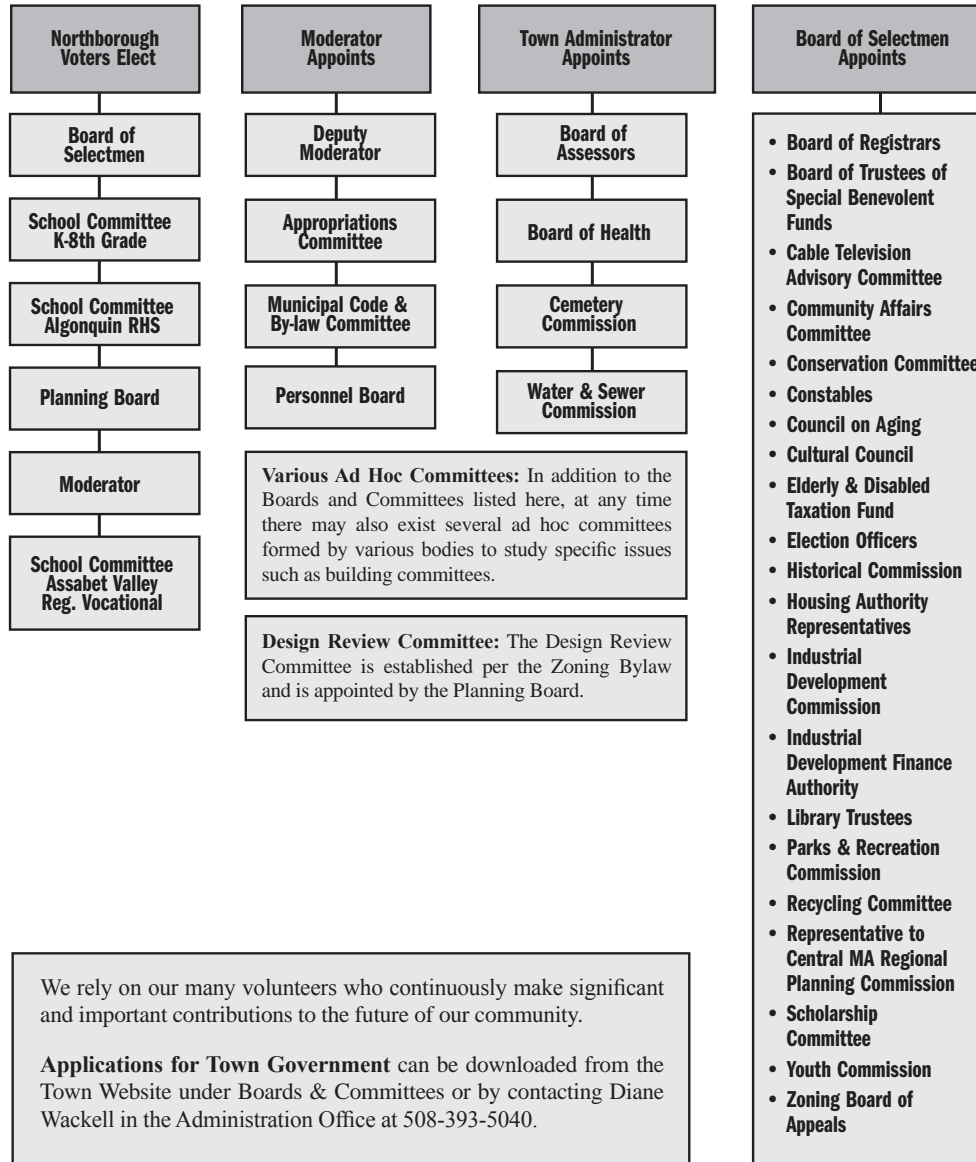


Personnel Appointing Authority

- **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.

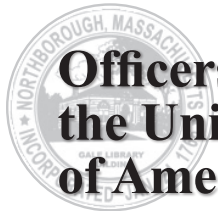


Boards, Committees, Commissions Organization



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

Senator in Congress

Elizabeth A. Warren

Senator in Congress

Edward J. Markey

Congressman, 3rd District

James P. McGovern



Officers of the Commonwealth of Massachusetts

Governor

Deval L. Patrick

Lieutenant Governor

Vacant

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)

Jennie L. Caissie

State Senator (Pct. 3) Middlesex & Worc

James B. Eldridge

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

Harriette L. Chandler

State Rep. 12th Worcester District (Pct. 2, 4)

Harold P. Naughton

State Rep. 4th Middlesex District (Pct. 1, 3)

Danielle W. Gregoire

State Rep. 12th Worcester District

Harold P. Naughton



Elected Officers

Moderator

Frederick A. George

Deputy Moderator

Gerald Hickman

Board of Selectmen

Leslie Rutan, Chrm

Jeff Amberson

Aaron Hutchins

William Pantazis

Dawn Rand

Planning Board

Rick Leif, Chrm

Theresa Capobianco

Michelle Gillespie

Leslie Harrison

George Pember

Assabet Valley Regional Vocational District School Committee

Virginia Simms George

Northborough School Committee

Patricia Kress, Chrm

Jennifer Drohan

Joan Frank

John Kane, III

Shirley Lundberg

Northborough/Southborough Regional School Committee

S-Susan Dargan, Chrm

N-Joan Frank

N-Scott Karpuk

N-Shirley Lundberg

N-Ganaraja Thejaswi

N-Helynn Winter

S-Paul Butka

S-Daniel Kolenda

S-Kathleen Harragan Polutchko

S-David Rueger



Boards, Committees & Commissions

Council on Aging

Adrienne Cost, Chrm

Jarl Anderson

Edward Bombard

Linda Cragin

Alan Gustafson

Phylis Muthee

Anthony Pini

Alice Stapelfeld

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

Cable Television Advisory Committee

Richard Swee, Chrm

Jack Gold

Jeff Junker

James Murphy

Cemetery Commission

Gail Forsberg

William Graham

Maureen Sargent

Community Affairs Committee

Lisa Hodge, Chrm

Patricia Griffin

Christine Huggins

Linda Levitt

Kara McCormick

Erika Robinson

Amy Rogers

Karen Marie Tucker

Erica Zeiger

Community Preservation Committee

John Campbell, Chrm (Open Space)

Andrew Clark

Christopher Kellogg

Peter Martin

Debra Comeau (Historical Commission)

Sean Durkin (Parks & Rec Commission)

Kathleen Polanowicz (Housing Authority)

Michelle Gillespie (Planning Board)

Todd Helwig (Conservation Commission)

* Resigned / Retired / Term Expired / Other



Boards, Committees, Commissions

Conservation Commission

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

Constables

Lawrence Beatty
Ralph Bibeau
Raymond Reynolds

Cultural Council

Yurima Guilarte-Murphy, Co-Chrm
Carl Kinkel, Co-Chrm
Catherine Arcona
Stephen Dennis
Myrna Garber
Ande Lockwood
Steve Smith
**Ingrid Molnar*
**Sanjeev Wadhvani*

Design Review Committee

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

Earthwork Board

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

Elderly & Disabled Taxation Fund Committee

Jennifer Critchlow

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

Brian Smith, Chrm
Stephen Anderson
Bruce Chute
Debra Comeau
Normand Corbin
Stephanie Stockman
Amy Jo White
**Marie Nieber*

Housing Authority

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

Housing Partnership

Rick Leif, Chrm (Planning Board)
Nicole Carey
Michael Durkin

Housing Partnership

Jane Fletcher
Jeff Amberson (Selectmen)
**Robert Kimball*

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
Leslie Homzie
Ralph Parente
James Pini
Michelle Rehill
John Stoddard
Barbara Virgil
**Mary Crowley*

Municipal Code & Bylaw

Lorraine Leland, Chrm
Richard Kane
Telford Knepper
Andrea Leland

Open Space Committee

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

Parks & Recreation Commission

Sean McCann, Chrm
Mark Awdycki
Sean Durkin
David Putnam
David Rawlings
**James Wing*

Personnel Board

Virginia Simms George, Chrm
Charles Frankian
Susan LaDue
Ann Levenson
Philip Lockwood

Recycling Commission

Justin Fisher
Ingrid Molnar
June Stokoe
Brian Swanson
Jane Walsh

Board of Registrars

Andrew Dowd, Ex-Officio
Nancy McNamara
Claire Swan

Scholarship Committee

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

Trails Committee

Robert Mihalek, Chrm
Charles Bradley
Matthew Cooper
George Curtis
Sherral Devine
Dominik Faissler
Marie-Anne Faissler
Claude Guerlain
John Karpuk

**Resigned / Retired / Term Expired / Other*



Boards, Committees, Commissions

Trails Committee

Scott Karpuk
Nancy Kellner
Forest Lyford
Andrew Petlock
James Stein
Marielle Stone

Trust Funds Committee

Lorraine Leland, Chrm
Andrea Leland

Water & Sewer Commission

John Meader, Chrm
Bryant Firmin
David Pepe

Youth Commission

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

Zoning Board of Appeals

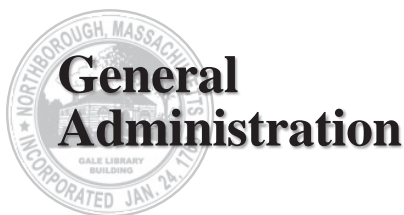
Fran Bakstran, Chrm
Richard Kane
Richard Rand
Mark Rutan
Robert Berger
Brad Blanchette (Alternate)
Jeffrey Cayer (Alternate)
**Craig Gugger*

**Resigned / Retired / Term Expired / Other*

Meeting Schedule

Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Auditorium
Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
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

The full meeting schedule can be seen on the Town Website under **Boards & Committees**. Also, on the Town Website under **Subscribe to Town News**, residents can sign up to receive agendas and minutes of the meetings for the Zoning Board of Appeals, Board of Selectmen and Planning Board.

**Town Administrator**

John W. Coderre

Assistant Town Administrator

Kimberly Foster

Executive Assistants

Diane Wackell

**Mary Jean (MJ) Fredette*

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

Part-time Assessors

James Dillon

Arthur Holmes

Assessor's Assistants

Mary Carey

Susan Reagan

Town Clerk

Andrew Dowd

Assistant Town Clerks

Janet Bartolane

Diane Wackell

**Teresa Kelly*

MIS/GIS Director

David Kane

Assistant MIS/GIS Director

John Sabatini

Town Planner

Kathryn Joubert

Town Engineer

Fred Litchfield

Administrative Assistant

Debora Grampietro

Conservation Agent

Mia McDonald

**Conservation/Earth Removal Board
Secretary**

Eileen Dawson

ZBA Board Secretary

Elaine Rowe

Town Hall/Police Custodian

Hosannah Pires

Town Counsel

Kopelman & Paige

**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

Administrative Assistant

Karen Mueller

**Supervisor of
Communications & Records**

William Toomey

Dispatchers

Chris Carleton

Dennis Carlson

Christopher Cherry

Thomas McDonald

Amanda Stone

Fire Chief

David Durgin

Fire Captains

Daniel Brillhart

James Houston

Frederick Hurst

Robert Theve

Firefighters/EMTs

Steven Brosque

Donald Charest

Zachary Charest

Jamie Desautels

Patrick Doucimo

James Foley

Michael Gaudette

Jeffrey Legendre

Patrick McManus

Thomas Monagle

Jeremy Peters

Douglas Pulsifer

Scott Reynolds

Michael Sholock

Barry Sullivan

Christopher Tetreault

Todd Yellick

Call Firefighters

Michael Serapiglia

Patrick Byrne

Daniel Gaudette

John Stone

Safety/Fire Prevention

Richard Sargent

Administrative Assistant

Deborah Bent

Chaplain

Richard Martino

Haz Mat Assistant

Nancy Lepore

Office Assistant

Laurie Gaudette

**Resigned / Retired / Term Expired / Other*



Inspector of Buildings

Frederick Lonardo

Local Building Inspector

Robert Frederico

Administrative Assistants

Louise Leo

Sarah Jean

Animal Control Officers

Leslie Boardman

Jennifer Condon

Plumbing & Gas Inspector

A. Richard Desimone

Call Assistant

Plumbing & Gas Inspector

Henry Pacific

Wiring Inspector

Robert Berger

Call Assistant Wiring Inspector

William Reilly

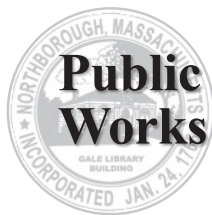
Health Agent

Jamie Terry

Administrative Assistants

Louise Leo

Sarah Roach



DPW Director

Daniel Nason

Administrative Assistants

Lynda LePoer

Robbie Powers

Highway/Parks Superintendent

David Robillard

Highway/Parks Supervisor

Gregg Senecal

Heavy Equipment Operators

Christopher Carlin

Edward Faford

Richard Frederick

David Lane

Richard Lane

Donald LeBlanc

Patrick Marmysh

**David Yellick*

Mechanic

Michael Roberts

Water/Sewer Supervisor

Paul Corbosiero

Water/Sewer Maintenance Workers

Timothy Davison

Steven Jobs

Jeremy Weeks



Senior Center Director

Kelly Burke

Outreach Coordinator

Jocelyn Ehrhardt

Office Assistant

Nancy Dragon

Bistro Manager

Victoria Killeen

Van Drivers

Kevin Daley

Joseph Duca

Joseph LaValle

Dennis Parker

Bob Williams

Family & Youth Services Director

June David-Fors

FYS Counselor

Sandra Peters

Office Assistant

Kathy Brumby

Veterans Agents

George Perry III

Kenneth Ferrera

Michael Perna

**Richard Perron*

Library Director

Jean Langley

Librarians

Laura Brennan

Deborah Hersh

Bonny Krantz

Ann Robinson

**Rebecca Holzman*

**Sandra Stafford*

Circulation Desk Supervisor

Julie Brownlee

Library Assistants

Kristen Bartolomeo

Rebecca Bookhont

Juliane Bozicas

Sidney Field

Geneinde Jones

**Marjorie Femia*

Financial Assistant

Kathleen Whitman

Recreation Director

Allison Lane

Administrative Assistant

Michelle Lyseth

Cable Access Director

Kathleen Dalglish

Studio Assistant

Terry Crean



Leslie Rutan, Chair

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 629 residents, up from 515 this time last year, who have taken advantage of the Town News Subscription service. We would like to see every resident sub-

scribe to receive these emails as this is a timely and cost-effective communication tool. Residents can subscribe at www.town.northborough.ma.us/subscriber

It's also important to note that the Town of Northborough has implemented CodeRED, a high-speed notification system that provides Northborough officials the ability to quickly deliver emergency messages to targeted areas or the entire population of Northborough, including businesses. For more information on signing up for this valuable communication service, please refer to the CodeRED report in its entirety on Page 20.

Finances

Northborough taxpayers continue to receive an outstanding value for their tax dollars, especially as 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 2014 Budget, a budget that maintained level services and that was within the confines of Proposition 2½ was presented and adopted at the 2013 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.

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

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. Our sincere appreciation goes out to all the volunteers who make our community a great place in which to live, work and raise a family.

In Memoriam

In closing, the Town experienced the loss of two valued contributors to the community with the deaths of long-time residents Richard E. Perron and Charles Parker Swan, III. Our appreciation and sympathy is extended to each of their families.

Richard E. Perron was appointed as the Town's Veterans' Agent in 1985. He served as District Director, Veterans' Agent/Officer and Burial Agent for the Towns of Northborough, Grafton and Shrewsbury since 1999. Mr. Perron served as Chairman of the Annual Applefest Parade since its beginning as well as the Annual Memorial Day Parade.

Parker Swan was elected Town Moderator and dutifully served the Town for 33 years. His wit, keen sense of humor and expert knowledge of parliamentary law saved many a stressful situation on the Town Meeting floor.

Both of their contributions were numerous and both will always be remembered and appreciated for their exceptional commitment, dedication and service to the Town of Northborough.

In closing, I would like to thank my fellow Board members for their time and effort this year, and for their integrity and transparency in dealing with the issues facing our community. Thanks, as well, to our office staff for always making sure that the proper paperwork is complete and disseminated in a timely fashion.

JULY 2014

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
		1 Fiscal Year 2015 begins	2	3	4 Independence Day <i>Town Offices Closed</i>	5																																																																																				
6	7	8	9	10	11	12																																																																																				
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Town Administrator

John W. Coderre, Town Administrator

As we reflect upon not only the past year, but also the past several years, Northborough continues to thrive and be recognized for its financial achievements and management as well as its communication and teamwork. When asked what the keys to our success are, we believe it boils down to three key factors: conservative budgeting, good economic development and excellent long-range planning. Clearly, each of these categories have multiple components worthy of a brief review.

Conservative budgeting

Over the last five budget cycles the Town has focused on changing the way it does business by seeking long-term, cost-effective solutions to its financial challenges. Examples include plan design changes to employee health insurance benefits, regional efforts such as the creation of a new Veterans' Service District, and outsourcing operations where appropriate, as with Animal Controls Services. The Town adopted and implemented comprehensive financial policies to guide its financial decision-making processes and introduced long-range considerations into the annual budget process. As part of the conservative budgeting approach, the Town also made a conscious decision not to tax to the maximum allowable under proposition 2½ resulting in excess levy capacity and an average single family home tax bill that increased just \$233 in total for the last four years.

Good economic development

While the Town obviously cannot take credit for decisions made by private sector businesses to locate here, it has done a good job in making Northborough attractive by keeping a single tax rate, providing streamlined processes for getting businesses through the development process, and has greatly

improved its overall image as a good place to do business. All the variables that made Northborough successful during the recession remain in place and it is just a matter of time before we see additional significant economic development. Over the past six years the Town's tax levy evolved from an 80% residential and 20% commercial-industrial tax base to a 73.7% residential and 26.3% commercial-industrial split in FY2014. As we know, that translates into tax relief for our residential property owners as commercial/industrial developments continue to make up an increasing portion of Northborough's tax levy.

Excellent long-range planning

Beyond short-term considerations, it is important to note how Northborough's Financial Trend Monitoring System (FTMS) and its financial policies (principles) are combined with real data to help guide annual budget decisions that will have long-range implications such as debt, staffing levels, employee wages, benefits and unfunded liabilities. Northborough continues to follow national best practices in budgeting and financial planning so that the policy-making boards and committees have real information upon which to base their decisions. We stress the goal of keeping ourselves out of fiscal crisis so that we have time to make logical, well thought out policy decisions. This approach ties back to our conservative budgeting as well, as we try to make sure we have reasonable levels of uncommitted resources (financial reserves and levy capacity) so that we can effectively maneuver when the unexpected happens.

Lastly, the one factor that is difficult to measure is the level of professionalism and cooperation exhibited by the



Presentation of 4th Consecutive GFOA Award

Shown from left - Assistant Town Administrator Kimberly Foster, Finance Director June Hubbard-Ward, Selectmen Chair Leslie Rutan, Town Administrator John Coderre and Town Accountant Jason Little.

Town's Boards and Committees. Time and again Northborough Officials have constructively worked together to find real solutions to difficult financial issues. Although this culture of cooperation is not easily quantified, it is arguably the defining difference for a high performing organization such as ours.

In that vein, I want to take this opportunity to thank the Board of Selectmen, Appropriations Committee, Financial Planning Committee and the School Committee for their support and cooperation in bringing five consecutive capital and operating budgets to Town Meeting with unanimous support. Once again, good information coupled with an inclusive process has led Northborough to consistent positive outcomes during 2013.

AUGUST 2014

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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. The Town completed FY2013 with an unassigned fund balance in the General Fund of \$2.84 million, a slight decrease from the previous year. Our reserves remained strong with certified Free Cash at \$2.07 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 FY2013 audit in accordance with generally accepted auditing standards and determined that there were no material weaknesses.

Treasurer/Collector Division

The United States economy has continued to improve, albeit slowly. A robust spring 2013 housing market fueled hopes of an economic turnaround, but that was not sustained. State revenues have shown some improvement, but cautious optimism is still warranted.

At the local level, there remains concern for some spending cuts by the Federal Government with potential impact upon the funding for local programs. Real estate tax collections are presently favorably at an average of 99.6% of revenue collected in the current year. Income levels remain strong with personal income per capita at 137% above the state average and the latest data suggests that the local unemployment rate is virtually the same as the average of the Commonwealth. Interest rates are expected to increase slightly in the near future, therefore investment income will continue to be realized at a reduced level through the coming year.

NORTHBOROUGH RECEIVES DISTINGUISHED BUDGET AWARD FOR FOURTH CONSECUTIVE YEAR



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Town of Northborough
Massachusetts**

For the Fiscal Year Beginning

July 1, 2013

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, 2013 to June 30, 2014.*

SEPTEMBER 2014

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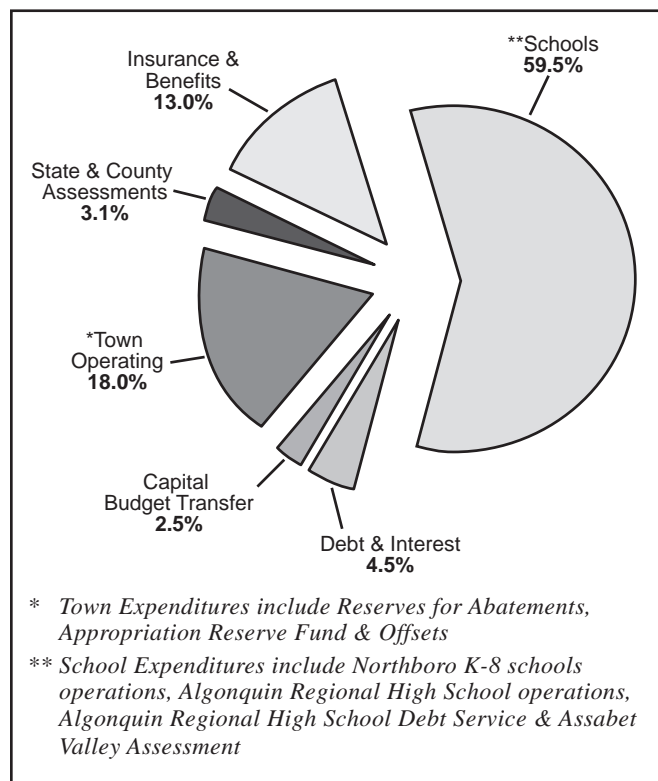


Finance Department

Budget in Brief

The FY2014 Proposed Budget relies on projections regarding available revenue. Revenues are conservatively budgeted. The tax revenue budget is based upon an established ceiling of revenue derived from local property taxes in accordance with Proposition 2 ½. Added to these are estimated revenues from State Aid, Departmental Receipts such as fees, permits, interest earned as well as Available Funds such as Free Cash and Special Revenues.

Fiscal Year 2014 Expenditures



FY2014 Budget

EXPENDITURES	FY2013 Budget	FY2014 Budget	Variance	% Change
General Government (Town)	\$17,279,247	\$18,056,813	\$777,566	4.50%
Schools				
Northborough K-8	\$19,495,277	\$20,372,564	\$877,287	4.50%
Algonquin 9-12	\$8,033,223	\$8,835,115	\$801,892	9.98%
HS Debt Exclusion	\$1,289,094	\$659,761	(\$629,333)	-48.82%
Assabet Valley	\$656,645	\$646,939	(\$9,706)	-1.48%
Assabet Renovation Project		\$1,044	\$1,044	100.00%
Warrant Articles				
Reserve Fund	\$150,000	\$150,000	\$0	0.00%
Free Cash Capital Projects	\$715,000	\$1,309,307	\$594,307	83.12%
Zeh School Debt Service	\$501,040	\$483,320	(\$17,720)	-3.54%
Colburn Street Debt Service	\$79,963	\$75,845	(\$4,118)	-5.15%
Library Debt Service	\$419,595	\$414,195	(\$5,400)	-1.29%
Senior Center Debt Service	\$599,855	\$465,695	(\$134,160)	-22.37%
Other Funds	\$373,365	\$352,584	(\$20,781)	-5.57%
Adjustments	\$209,929	\$0	(\$209,929)	
Subtotal General Fund	\$49,802,233	\$51,823,182	\$2,020,949	4.06%
Water Enterprise Fund	\$2,017,630	\$2,169,985	\$152,355	7.55%
Sewer Enterprise Fund	\$1,443,932	\$1,448,115	\$4,183	0.29%
Solid Waste Enterprise Fund	\$781,090	\$759,099	(\$21,991)	-2.82%
Subtotal Enterprise Funds	\$4,242,652	\$4,377,199	\$134,547	5.03%
TOTAL ALL FUNDS	\$54,044,885	\$56,200,381	\$2,155,496	3.99%



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, 2013 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 2013 statements reflect the implementation of GASB Statement #45 for the fifth 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, 2013

	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and cash equivalents	\$ 16,874,789	3,877,131	20,751,920
Investments	6,057,905	-	6,057,905
Receivables (net of allowance for uncollectibles)	1,582,555	1,577,135	3,159,690
Due from commonwealth	2,110,457	102,606	2,213,063
Other assets	21,318	-	21,318
Capital assets:			
Assets not being depreciated	14,667,202	3,611,176	18,278,378
Assets being depreciated, net	33,640,364	14,045,811	47,686,175
Total assets	\$ 74,954,590	23,213,859	98,168,449
Deferred Outflows of Resources			
Property taxes billed in advance	20,443,307	-	20,443,307
Liabilities			
Warrants and accounts payable	\$ 1,282,694	14,111	1,296,805
Accrued payroll and withholdings	2,740,117	16,748	2,756,865
Other accrued liabilities	28,770	-	28,770
Accrued interest payable	148,838	64,287	213,125
Long-term liabilities:			
Due within one year:			
Compensated absences	174,689	22,384	197,073
Bonds payable	1,821,784	726,777	2,548,561
Due in more than one year:			
Compensated absences	104,550	-	104,550
Other post employment benefits	11,942,389	242,837	12,185,226
Bonds payable	14,194,012	6,230,539	20,424,551
Total liabilities	32,437,843	7,317,683	39,755,526
Deferred Inflows of Resources			
Unavailable revenue	20,443,307	-	20,443,307
Net Position			
Net investment in capital assets	33,953,346	10,798,683	44,752,029
Restricted for:			
Permanent funds - nonexpendable	571,798	-	571,798
Permanent funds - expendable	184,742	-	184,742
Capital projects	2,650,658	-	2,650,658
Grants and other	5,673,491	-	5,673,491
Unrestricted	(517,288)	5,097,493	4,580,205
Total net position	\$ 42,516,747	15,896,176	58,412,923



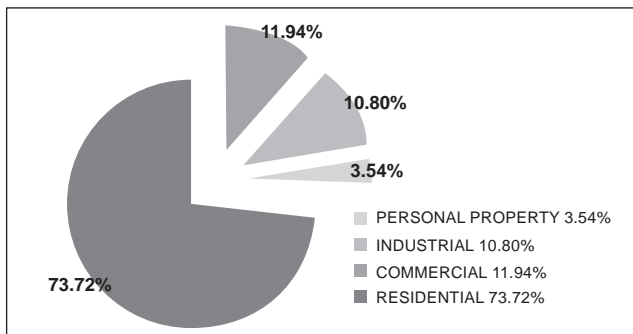
Assessing Division

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 6,323 taxable real and personal property accounts, of which 4,014 are single family residences. Various new development projects have provided \$51.3 million of new growth valuation and our total assessed valuation for FY 2014 has remained stable at \$2.49 billion. Our tax base is diverse, with the ten largest taxpayers accounting for 13.57% of the total assessed valuation. Property tax collections remain strong with a 5 year average of 99.6% collected in the year of the tax levy.

FY2014 Valuation by Classification



Valuation by Classification

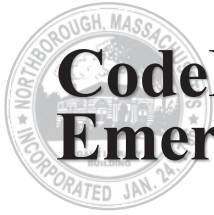
VALUATION	FY2010	FY2011	FY2012	FY2013	FY2014
RESIDENTIAL	1,951,950,300	1,890,669,400	1,902,482,700	1,857,906,419	1,836,849,924
OPEN SPACE	100,600	100,600	57,000	0	0
COMMERCIAL	183,263,800	180,875,800	232,323,100	290,418,511	297,500,177
INDUSTRIAL	267,299,900	281,489,900	272,000,400	267,829,738	268,980,228
PERSONAL PROPERTY	75,710,970	75,430,450	72,332,300	75,683,210	88,168,090
TOTAL VALUATION	2,478,325,570	2,428,566,150	2,479,195,500	2,491,837,878	2,491,498,419
TAX RATE (per thousand)	\$14.38	\$15.11	\$15.49	\$16.11	\$16.59
AVERAGE HOME VALUE	416,700	395,200	394,700	383,646	375,222
AVERAGE TAX BILL	\$5,992	\$5,971	\$6,114	\$6,181	\$6,225

Top Ten Taxpayers in Fiscal Year 2013

		TOTAL VALUATION	TOTAL TAXES ASSESSED	% of TOTAL
1	NORTHBOROUGH RETAIL PROP INC	108,119,800	1,793,707	4.34%
2	AVB NORTHBOROUGH, INC.	53,232,190	883,122	2.14%
3	IRON MOUNTAIN INFO MGT. INC.	32,435,550	538,106	1.30%
4	CABOT II MA1MO1 MO2 & MO4 LLC	28,865,200	478,874	1.16%
5	MASSACHUSETTS ELECTRIC CORP	28,247,600	468,628	1.13%
6	NORTON CO	19,224,900	318,941	0.77%
7	MM INDUSTRIAL BEE MAN RD LLC	19,135,500	317,458	0.77%
8	REALTY ASSOCIATES FUND IX LP	16,713,400	277,275	0.67%
9	GN11 FORBES RD. LLC	16,580,400	275,069	0.67%
10	WAL-MART REAL ESTATE	15,546,795	257,921	0.62%
TOTAL TOP TEN TAXPAYERS		338,101,335	5,609,101	13.57%
TOTAL FY 2014 VALUATION OF THE TOWN		2,491,498,419		

OCTOBER 2014

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CodeRED Emergency Notification Service

The Town of Northborough has implemented CodeRED, a high-speed notification solution purchased through Emergency Communications Network, LLC. The CodeRED system provides Northborough officials the ability to quickly deliver emergency messages to targeted areas or the entire population of Northborough, including businesses.

The CodeRED system will replace the discontinued County Reverse 9-1-1 system with a more technologically-advanced and robust system that includes 24/7/365 professional support.

All individuals and businesses are encouraged to log onto the Town's website, www.town.northborough.ma.us and follow the link to the "CodeRED Community Notification Enrollment" page. Required information includes first and last name, street address (physical address, no P.O. boxes), city, state, zip code, and primary phone number, additional phone numbers can be entered as well. All information is protected with the highest security and will not, under any circumstances, be shared with any party. Those without Internet access may call the Town Clerk's Office (508-393-5001) during normal business hours to obtain information on alternate means and/or locations to submit information.

All businesses should register, as well as all individuals who have unlisted phone numbers, who have changed their phone number or address within the past year, and those who use a cellular phone or VoIP phone as their primary number. "CodeRED messages are geographically based, which

means street addresses are required to ensure emergency notification calls are received by the proper individuals in a given situation. The system works for cell phones too, but an associated street address is needed to provide relevant messages. The system also allows multiple occupants at the same address to add their information (i.e. cell phone numbers).

Individuals can also download the free CodeRED mobile app to receive enhanced notifications in any community nationwide, <http://ecnetwork.comn/mobile/getitnow.html>. To learn more about CodeRED, visit www.ecnetwork.com.

TOWN OF NORTHBOROUGH MASSACHUSETTS

RESIDENTS BUSINESSES TOPICS A - Z

CodeRED Emergency Notification Service

CODE RED

The Town of Northborough has implemented a new high-speed emergency notification service called CodeRED, replacing the discontinued County Reverse 9-1-1 system. This service will allow Town officials to quickly deliver emergency messages to Northborough residents and businesses.

CodeRED can be used by Town officials to send critical, time-sensitive communications in the event of storm-related emergencies, evacuations, hazardous materials spills, lock downs, downed power lines, water system problems, missing persons or other emergencies.

[Click here for more information and to register](#)

TOWN NEWS & EVENTS

[Nomination Papers Available - Town Election Information - 05/12/2014](#)
Posted 2/11/14

[Rep. Gregoire Office Hours at Town Hall Feb 10th](#)
Posted 2/10/14

[4th Consecutive GEOA Budget Award](#)
Posted 2/4/14

[Safe Residential Sharps Disposal Solution](#)

PHOTO GALLERY

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

February 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	01
02	03	04	05	06	07	08
09	10	11	12	13	14	15



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).

In 2013 wireless networks were installed at the Town Hall, Police and Fire Departments and Highway and Water Barns. A managed, secure wireless environment is now available for staff to access the internet and Town network resources.

A Technology Plan was developed to provide a high-level review of the existing IT Infrastructure and serve as a road map for necessary upgrades. The plan addresses the Town's core network infrastructure, virtualization, messaging systems and operating system upgrades for both servers and desktop computers. The Technology Plan also makes recommendations to improve the performance, security and manageability of the Town's network.

The MIS/GIS Department, working closely with the Building Department, Board of Health, Planning Department, Engineering Department and others, continues to evaluate solutions for managing the Town's permitting activities. A vendor and application is expected to be chosen toward the end of FY14.

Also in 2013, the MIS/GIS Department participated in negotiations for the renewal of Charter Communications franchise license renewal. The Town's I-Net, a fiber infrastructure networking several municipal buildings, was a major component of the discussions. These talks were critical in planning the future delivery of network resources between public safety and other municipal operations.

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



Theo

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 and intact males/females - \$20.

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.

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.

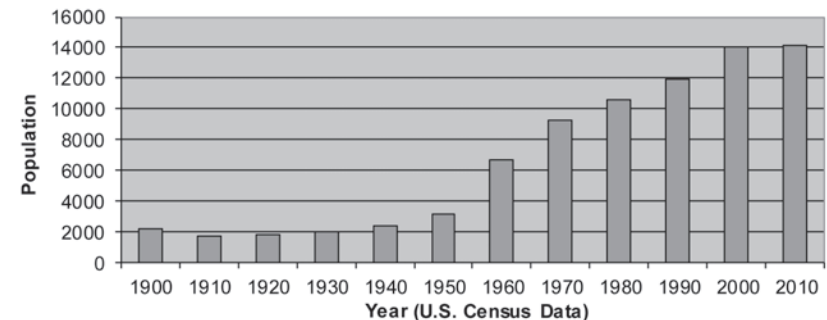
The Town Clerk serves as the Chief Election Official and as such is responsible for all Elections; local, state, and federal. In 2013 3 elections were held, including two Special Elections in the spring for US Senate. Massachusetts General Law C.51 s.4 requires an annual census be mailed to each residence. Replying to the census assures that you remain on the active voter list.

In 2013 the Town Clerk's office conducted the following 3 elections: April 30th - Special State Primary, May 13th - Annual Town Election, June 25th - Special State Election.

REGISTERED VOTERS – as of 12/31/2013

PRECINCTS	1	2	3	4	TOTAL
American Independent	0	1	0	1	2
Democrats	659	587	605	541	2392
Green Party USA	0	1	1	1	3
Green Rainbow	6	6	1	2	15
Inter 3rd Party	2	2	0	1	5
Libertarian	1	9	10	7	27
MA Independent	1	0	0	1	2
Republicans	394	394	430	404	1622
Unenrolled	1657	1601	1635	1622	6515
We The People	0	0	1	0	1
Working Families	0	1	0	0	1
Totals	2720	2602	2683	2580	10585

GROWTH TRENDS



VITAL STATISTICS – for 2013

Births - 135 Deaths - 144 Marriages - 67*

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



Kathryn A. Joubert, Town Planner

Planning Board & 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 2013, plans reviewed and approved included seven site plans for commercial and industrial development and eighteen individual residential lot plans.

The Planning Board and the Town Planner belong to the Central Massachusetts Regional Planning Commission (CMRPC), the Massachusetts Chapter of the American Planning Association (APA), and the Massachusetts Association of Planning Directors Inc. (MAPD). 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; has served as past president of the Massachusetts Association of Planning Directors; and represents the Town as a member of the Corridor Nine Area Chamber of Commerce Economic Development Committee.

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 2013. Twenty-seven special permits and twelve variances were granted.

Open Space Committee

The Open Space Committee serves to coordinate the prioritization of the protection and acquisition 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.

Community Preservation Act funding in the amount of \$150,000 was allocated to the Open Space Committee at the 2013 Annual Town Meeting. These funds were placed in the Conservation Commission Fund and will be used to assist with the acquisition of open space including purchase, surveys, and legal fees.

Committee members will continue to identify key parcels to protect, either by acquisition or conservation easement. The Committee will also continue to outreach and educate landowners about the benefits of conservation restrictions and other protection tools.

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 building design and 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 make recommendations at each year's Town Meeting for the allocation of CPA revenue.



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

At the 2013 Annual Town Meeting, funding was approved for the following projects:

- \$150,000 to the Conservation Commission Fund for future open space acquisitions;
- \$4000 to the Historical Commission for informational signs relating to historic facts about Wachusett Aqueduct and Assabet Park;
- \$50,000 for the historic resources reserve account;
- \$30,000 to the Town Clerk for the preservation of Town records;
- \$15,000 to the Parks and Recreation Commission for phase I costs associated with the renovation of the Memorial Field observation platform
- \$15,000 to the Parks and Recreation Commission for phase I costs associated with the proposed Assabet Park shade pavilion;
- \$52,500 to the Northborough Affordable Housing Corporation for costs associated with the creation of four affordable senior apartments at 1 Centre Drive;
- \$16,000 to the Conservation Commission for Bartlett Pond weed control program;
- \$7000 to the Trails Committee for trail planning and construction;
- \$59,408 for FY2014 debt service and associated costs for the purchase of the open space parcel on Green Street; and
- \$25,000 to administrative account for property surveys, appraisals, and other professional services.

NOVEMBER 2014

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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, Johnson Avenue Extension and Stirrup Brook Estates II residential subdivisions which were all completed this fall. The Engineering Department also monitored several 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 Conservation Commission serves to protect wetland resource areas within the Town of Northborough. Areas range from small streams and swamps to the Assabet River and Bartlett Pond. The Conservation Commission considered 28 applications in 2013, including work on single family house lots to large scale industrial construction. The Commission continues to actively monitor several ongoing projects, including construction of the New England Baseball Facility on Route 20 and the Iron Mountain Data Storage Facility on Bearfoot Road. A Tree Removal Policy was adopted this year, giving residents more information regarding problem trees on their property near wetland resource areas. A copy of the Tree Removal Policy can be found on the Commis-

sion's website. The Commission is currently partnering with the Sudbury Valley Trustees and Conservation Commissions in Berlin and Boylston in the protection of approximately 500 acres surrounding the Mt. Pisgah area, in a project titled the Tri-Town Landscape Protection Project. More information can be found at tritownlandscape.org. The Commission also partnered with local Junior Girl Scout Troop 30465, who graciously volunteered to improve the Butterfly Garden at Watson Park (pictured above).

Earthwork Board

The mission of the Earthwork Board is to prevent soil stripping and the generation of unsafe and unsightly conditions in Town. In 2013, the Earthwork Board met four (4) times, held 5 public hearings and issued 5 new permits. Fewer meetings were required than in previous years 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.

Downtown Traffic Improvement Project

The Town Engineer is acting as the liaison for the Town with the Massachusetts Department of Transportation and J. Tropeano, Inc., the contractor constructing the downtown traffic improvements. The proposed changes include the installation of left turn lanes, a new signal at the intersection of Main Street, Hudson Street and Patty Lane and 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 punch list items remaining.

Collection of Solid Waste and Recycling

The Town entered the third year of a five (5) year contract with Allied Waste Services of Auburn for the curbside collection of solid waste and the curbside collection and disposal of recycling materials, the contract 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 option available thus deciding not to change to a toter based system for trash collection.



Watson Park Butterfly Garden

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, hard plastics, textiles and cardboard collection. This past year the Northborough Junior Women's Club again organized a separate Styrofoam recycling day also 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 held at the DPW Garage continues to be successful each fall and again provided the residents with an opportunity to dispose of hazardous chemicals and scrap metal items which are not accepted at the curb.

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 continues to accept button cell batteries, rechargeable batteries, mercurial thermometers and thermostats which are all unacceptable items for the waste stream due to their mercury content. 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 2014

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Mark K. Leahy, Chief of Police

I am pleased to provide you with the 2013 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-seven Massachusetts police departments that have been awarded the coveted Certificate of Accreditation by the Massachusetts Police Accreditation Commission (we were the eighth department in the Commonwealth initially awarded full accreditation back in 2003), 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, 2013, the Northborough Police Department is staffed as shown below:

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

During 2013, the Northborough Police performed 24,714 service calls (which include self-initiated traffic stops by our Officers). This total included 7,609 building checks; 2,744 bank/business checks; and 960 vacant house checks, usually vacationers.

In 2013, we responded with and assisted the Northborough Fire Department with 947 ambulance calls and 400 other service calls.

Alphabetically, the larger or significant categories were:

Alarms (burglar, fire, panic, hold-up, etc.)	847
Ambulance calls	947
Assist Fire Department	400
Bank/business checks	2744
Building/Property checks	7609
Breaking and Entering	44
Family offenses	112
Homicide	0
Larceny	135
Motor vehicle accidents	320
Operating under the Influence arrests	56
Suspicious persons/vehicles	603
Traffic citations issued	2795
Vacant house checks	960
Verbal traffic warning	1554

To ensure prompt service, we responded to and arrived at 92.9% of all calls for service in less than five (5) minutes, with 83.0% of our calls responded to **in less than one (1) minute**. (These numbers include calls of both emergency and non-emergency natures.)

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

In 2003 we introduced a new program aimed at our elementary school-age children. The "Officer Phil" Program returned again this year and delivered a fun-filled and non-threatening course of instruction that addressed issues of stranger-safety and personal safety to our youngsters. This wonderful program is wholly funded by contributions from the Northborough business community, and no taxpayer dollars are used.

Our "RUOK" Program (which stands for "Are You Okay?") continues, wherein at-risk members of our senior community receive a telephone call every morning from the



The Northborough Police Department was presented with AAA's 2013 Gold Award of Excellence in recognition of their outstanding achievements in traffic safety. Shown (from left) are Police Sergeant William Griffin, Sergeant Demosthenes Agiomavritis and AAA Manager of Public Affairs John Paul. AAA also honored Northborough Police Officer Jeremy Trefry as a 2013 Traffic Safety Hero.

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

JANUARY 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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18	19 Martin Luther King Day <i>Schools/Town Offices Closed</i>	20	21	22	23	24
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Fire Department/ Emergency Medical Services

David M. Durgin, Fire Chief

The following information and statistics are provided for the Northborough Fire Department for 2013:

Emergency Incident Response

During the year, the Northborough Fire Department responded to 2,054 emergency incidents and performed 1,180 inspectional services. Comparative analysis of ten other similar-sized communities reveals the fire department operates at a 22% below average cost per capita and a 3% below average cost per incident.

Fire loss during the year totaled \$573,700 with \$504,400 from structure losses, \$67,700 from vehicle losses, and \$1,600 from other unclassified losses. I am pleased to report that there were no fire-related civilian or firefighter fatalities, only two civilian injuries, and only one firefighter injury from fire in 2013.

Ambulance/Advanced Life Support

During 2013, emergency medical services responses totaled 1,181. The department operates two Class One, state-licensed ambulances at the paramedic advanced life support level.

Blizzard Cost Recovery

Coordinating cost recovery for emergency response and recovery from the February 2013 Blizzard through the Federal Emergency Management Agency, over \$90,000 in costs was recovered. Additionally, another \$90,464 in costs was recovered through the Federal Highway Assistance Program from the October 2011 snowstorm.

Capital Acquisitions

Through increased funding in the department's Capital Purchase Line Item, seventeen sets of firefighting personal protection ensembles were replaced. The new ensembles have an integrated escape harness not previously available to a firefighter caught in a bailout situation. Additionally, large diameter supply hose and two and one-half inch attack line were purchased.

Engine Three Replacement

Engine Three, which was thirty years old, was replaced in December with a non-custom chassis with seating for two firefighters. The new Engine Three was specifically designed to carry two thousand gallons of water to areas of town without a municipal water supply. The engine can off-load its water in minutes from either side or the rear of the truck, and it can also quickly deploy a self-contained portable tank on scene to hold the water for use by another engine to seek out a refill site.

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.

Regional Firefighting Collaborations

The department continues to be 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



New Engine Three

the State Fire Mobilization Plan, department personnel and equipment provide pre-assigned assistance throughout the state during large scale fires or disasters.

Local Emergency Planning Committee

Northborough's state-certified LEPC updated and maintained the town's Hazardous Materials Emergency Management Plan for facilities and hazardous chemicals in the town through federal requirements as outlined by the Emergency Planning and Right-to-Know Act. Two public LEPC meetings were held to review planning information including Emergency and Hazardous Chemical Inventory forms submitted by facilities and to discuss the current Hazardous Materials Emergency Management Plan for future changes and improvements. A tabletop exercise of the plan was held in May, and the LEPC applied for and received a federal HMTUSA grant to assist the mission of the LEPC. Public outreach for LEPC awareness was accomplished through postings on the LEPC page of the town's website, cable TV ads, a legal ad, and a display with handouts at Applefest. Please call (508) 393-1537 for more information on the LEPC and hazardous materials in Northborough.

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 2015

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Building Department

Frederick J. Lonardo

Inspector of Buildings/Zoning Enforcement Officer

The Building Department continues its efforts to instill the belief that we are a full service department. We continue to strive for customer satisfaction and establish a department where the citizens of Northborough feel comfortable in visiting. Building permits and zoning determinations will continue to be processed to meet our customers' needs. Many of our forms can be found online: www.town.northborough.ma.us/Pages/NorthboroughMA_Building/index

Please call (508) 393-5010 or 5011 with any questions and we will be happy to serve you.

We continue to foster new business in town during the 2013 calendar year. Cumberland Farms has started construction on a new convenience store and gas station downtown. Construction on a new office building on Monroe Street has commenced. Iron Mountain is adding a new facility for computer storage on Bearfoot Road. Saint Gobain continues to make interior renovations to many of their laboratory spaces to better suite their needs. Many residences in town continue to be remodeled. Individual homes are being built throughout town, especially in the Ball/Green Street areas. This year also saw a new influx of duplexes being built in various areas. The senior housing complex has begun construction on a new four plex on Centre Drive.

Building Department Permits Issued	541
Fees Collected	\$237,227.06

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

Single Family Houses	14
Attached Single Family	16
Additions/Alterations	133
New Construction (Commercial)	4

Electrical Department

Robert Berger,
Wiring Inspector

As with the building department the electrical inspector continues to work on his customer service. He is using a new scheduling program to better service customer needs. Inspections can be called into the Building Department during normal working hours. Inspections are normally done Monday through Thursday in the afternoon with 24 hour notice, please. The Electrical inspector is looking forward to meeting contractors and homeowners needs.

Wiring Permits	520
Fees Collected	\$23,960.50



Plumbing and Gas Department

A. Richard Desimone, *Plumbing & Gas Inspector*

The Plumbing Inspector normally schedules inspection in the morning Mondays, Wednesdays and Fridays but is often available in the afternoons. He continues to be extremely flexible in scheduling inspections to meet customer requirements. The use of a new scheduling program has increased efficiency in scheduling and tracking inspections. 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/gas needs.

Plumbing Permits	316
Fees Collected	\$16,906.00
Gas Permits	280
Fees Collected	\$6,795.00



Health Department

Jamie Terry, Health Agent

To promote health and protect the public the Health Department conducted three (3) seasonal flu clinics during 2013.

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.

Amendments to the Northborough Tobacco Regulations were adopted in August of 2013.

Permits/Licenses/Grants and fees collected and deposited with the Town Treasurer for the 2013 calendar year amount to \$ 144, 057.70. 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 2013 calendar year:

Food Service Permits	116
Horse Stable Permit	9
Temporary Food Permits	29
Camp Permit	3
Disposal Works Installer Permits	34
Tobacco Permit	17
Disposal Works Construction Permits	57
Motel Licenses	2
Septage Haulers	19
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 79 communicable diseases in 2013.

Confirmed, Probable, Suspect, and Investigated Communicable Disease Cases in 2013

Campylobacter Enteritis	6
Strep B	2
Giardiasis	1
Babesiosis	1
Malaria	1
Salmonella	1
Hepatitis B	4
Lyme Disease	34
Hepatitis C	7
Varicella	2
Influenza	13
Gastroenteritis	2
Ehrlichiosis	1
Mumps	1
Human Granulocytic Anaplasmosis	2
Haemophilus influenzae	1



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.
- 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

In 2012, Building a Healthy Northborough (BHN) began working with food establishments in town to create healthier options for people when dining out in the community. By collaborating with a nutritionist, food establishment owners identify healthier options with lower calorie, fat, and sodium content. The healthier options are marked with special stickers on the menu or are highlighted on table tents in the restaurant. To recognize food establishments participating in the program, each receives a window cling and a plaque, are listed on the town's website, and benefit from ongoing advertising opportunities.

Several new food establishments have recently joined the initiative and BHN will continue to expand their list of participating restaurants. Many of these food establishments also participated in the first MetroWest Healthy Dining Week which took place November 1st-10th, 2013.

To learn more and view a list of each participating food establishment's approved healthier menu items visit www.healthynorthborough.org/healthy-eating/community-resources



Trails Committee

The Trails Committee's mission is to develop and maintain a viable recreational trail system in Northborough on public and private property. We rely on volunteers for all of our organizational and maintenance activities.

Trail Development

The Trails Committee continued to work on the two major additions to the trail network a) the 55.6 acre parcel of land off Green St. in the northwestern part of town, and b) the 4.2 mile long MWRA aqueduct corridor along the eastern border of town. In 2012, the Trails Committee created a network of trails in the wooded section of the Green St. parcel and volunteers continued to maintain those new trails this year and to keep a path through the meadow mowed. Volunteers installed a bridge across the seasonal stream in the northwest corner of the property. Starting in 2012, the committee coordinated with Engineering Department and the DPW to level out an area for off-street parking. Plans for 2014 are to install an information kiosk and trail signs. Ongoing discussions with the MWRA, the Open Space Committee, Planning Department and the committee will lead to an official opening of parts of the aqueduct in 2014. The "No Trespassing" signs have been removed on the section from Route 20 South to Cedar Hill Road and the MWRA has installed new gates on the three street crossings.

Trail Maintenance

Two trail maintenance projects were completed in 2013 with the use of CPA funds: Eagle Scout candidate Dan Fitzgerald (Troop 101) installed pressure-treated trail bridges along 144 feet of the Bennett trail at Mt. Pisgah in the fall of 2013. On the Cold Harbor Trail, Eagle Scout candidate Colin Price (Troop 101) installed several new sections of trail bridges, removed some bridges no longer necessary due to the removal of beaver dams and re-built the surface of the floating bridge with new red oak planks.

Several other notable events occurred with the Trails



Mentzer Trail

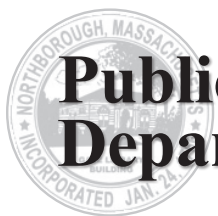
Committee. Forest Lyford continued his very successful venture (began in 2011) of hosting walks with Northborough seniors on the trails. A majority of these walks are attended by 15-20 seniors and provide a great opportunity for the seniors to explore the town while having safety in numbers. Meetings continue in an effort to establish a "Boroughs Trail" network consisting of a series of trails (and road segments) to allow walkers, hikers, etc. to connect Northborough, Marlborough, Southborough and Westborough. NTC Chairman Bob Mihalek met with volunteers from Shrewsbury who are looking to establish a Trails Committee of their own. The possibility exists to connect Northborough and Shrewsbury through open space parcels located near the Northborough Crossing/Davis St. area (a.k.a. Hop Brook). Planning is underway for a parking area and trailhead at the Hop Brook Flood Control Area on Davis Street.

A map of each trail and information regarding the trails network is found at www.northboroughtrails.org.

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

MARCH 2015

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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.

Master planning continues to be the focus of the Public Works Department as we concentrate on the highest levels of proficiency and accountability throughout all Divisions within the Department. Master plans that are currently at various stages of development and/or completion include:

- Water System Master Plan
- Water Supply Analysis
- Water and Sewer Rate Study
- Distribution System Evaluation
- Review of the Water Regulations and Sewer Regulations
- Water System Audit
- Service Meter Program Study – Smart Meter Reading Initiative
- Pavement Management Plan
- DPW Garage Feasibility Study
- Cemetery Survey and Longevity Forecast

As these master plans develop, the results are evaluated and logically integrated throughout the multi-disciplinary Department to ensure a cohesive blend of project understanding and overlap. This strategic master planning approach allows the Public Works to un-biasedly prioritize the goals for the separate Divisions such that they align with the goals of the Department and the Town while also promoting an effective capital improvement plan.

Highway Division of the Public Works Department includes not only the Highway, but the Cemetery, Parks, and Trees Divisions as well. This team of individuals provided regular maintenance operations (mowing, weeding, trimming, pruning, and re-setting of grave markers) at the cemeteries located on Howard Street in addition to laying out plots and preparing plots for burials. The Tree Division continued its efforts to trim and remove decaying and dead trees within the Town's right-of-way. The Highway Division repaired or replaced multiple drain structures (catch basins, manholes, piping, etc.) throughout Town.

The Public Works Department faced many significant weather related events throughout 2013 including the Blizzard (Nemo) in February. Regardless of what events are encountered by the Public Works staff, the employees not only work together as a team to persevere through the event, they tirelessly continue long after the event is over to bring normalcy back to the residents as soon as possible. These challenges were overcome by the knowledge, skills, ability and the dedication of the Public Works team.

DPW staff, aided by temporary seasonal staff, performed regular grounds and equipment maintenance at all the



Drainage Repair on Patriot Drive

Town's public properties including Town-owned facilities, memorials and 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. A great deal of time was spent this past year to upgrade approximately 260 of the oldest water meters in Town to newer radio-read systems. This was the beginning of a larger-scale, Town-wide smart meter reading and billing improvement initiative. This smart meter initiative will allow for an enhanced, more efficient and detailed meter recording, reading, reporting and billing system.

APRIL 2015

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26	27 Annual Town Meeting Annual Town Meeting – ARHS Auditorium – 7:30 p.m. →	28	29	30	<div> <div>MARCH 2015</div> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</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> <div>MAY 2015</div> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td>1 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> </div>		S	M	T	W	T	F	S	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	T	F	S	31						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
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Council on Aging/ Senior Center

Kelly Burke, Senior Center Director

Hours of Operation

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 year of age. In addition, it is a source of information, support and referral through the Outreach Program. The Council on Aging/Senior Center is available as a community resource for anyone who needs information on services for older adults.

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 featuring a hot entrée and an alternative choice 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. This past May, we collaborated with Algonquin Regional High School’s CAP (Community Action Program) to host a Hawaiian Luau attended by more than 150 people of all ages.

Seniors discover their inner artist in the Watercolor, Acrylics, and Mixed Media Art classes we offer. They stay healthy in our Exercise classes include 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. The students from CAP come to the Senior Center twice a month for Technology Afternoons. Seniors have enjoyed working with the students to find out more about their iPads, cell phones or tablets. Over the summer, these same students taught classes in Facebook and Skype. 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 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,



Hawaiian Luau – May 2013

benefit eligibility, service coordination and advocacy. Areas of assistance include, but are not limited to, housing, home health, transportation food resources, medical equipment, 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 5 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

- Print Books for loan, from board books for babies to Large Print books
- Audiobooks, for your commute or vacation drive
- E-books for download to your Kindle, iPad, iPhone, or other devices
- DVDs & video games
- Public computers and printers; free wireless Internet
- Meeting rooms and small study rooms
- Children's programs; special events for teens and adults
- Discount passes to museums, zoos, gardens, aquariums, and other attractions
- Ancestry.com (in-library use only)
- Mango Language Learning (from home)
- Home access for many other databases not available on free Internet
- Weekly updates of library acquisitions through Wowbrary

Among the highlights in 2013

- Main Street construction with new signals was completed. It is now possible to enter and exit Patty Lane to get to the library without crossing two lanes of traffic.

- A survey was sent to all residents asking questions about library use and service priorities. Responses will help us create our next long-range plan.
- Our long-time Young Adult Librarian, Sandy Stafford, retired. Bonny Krantz, who earned her Master's in Library Science while she worked in our children's room, was appointed as Sandy's replacement. Her replacement in the children's room is Rebecca Bookhout.
- Marge Femia, also a long-time employee, left work at our Circulation Desk to enjoy her retirement. We hired Sidney Field to take her position.
- Becky Holzman, who worked as a part-time reference librarian, left to live in another country. We hired Ann Robinson to fill the position.
- The Children's Department created an Autism Spectrum Disorders resource center with a grant from the United Bank Foundation. We've also secured a grant from the Doug Flutie Jr. Foundation for Autism to purchase iPads for the resource center.
- Highlights of the many children's programs this year include a live performance of *Gwendolyn the Graceful Pig* (based on the children's book) and an appearance of the cat (and owner) from the book *Toto, the Tornado Kitten*, based on the true story of the kitten rescued in Brimfield. A Pre-school Sensory Integration Program drew a good crowd.
- Adult programs featured Getting Published Today with a literary agent; a Murder in Wellesley with the author of the book and the police detective of a true case; the Gravestone Girls who led a gravestone rubbing workshop at the Howard St. Cemetery; and Monet's Mirror, a workshop on pastel painting.
- Some of the library's programming this year focused on family or community participants involving multiple ages. One example was the movie/discussion for teens and adults for "The Flute Player," the companion to the book *Never Fall Down*, chosen this year for Algonquin's One School, One Book, One Community reading project. Another program that drew both teens and adults was "Ghostsology 101", by Agawam Paranormal. A holiday craft program was also designed for all ages.



Northborough Free Library

Friends of the Library

The Friends of the Library had another active year, with multiple book sales, including the sidewalk sale at Applefest, which came back to the library location this year. The Friends have a very dedicated group of volunteers who raise funds for the library through the sales (including on-line), and the annual Basket Raffle. The Friends pay for most of the discount passes to museums and other attractions; all of the library's programs for children, teens, and adults; the library's web page; and even the pages who shelve books!

You can support this effort with your membership, by donating a basket in the spring, and by coming to the booksales. Find out more by going to friendsoflibrary@northboroughlibrary.org

	2011	2012	2013
Circulation (Jan.-Dec.)	216,628	205,719	200,532
Number of volumes	63,940	68,425	69,146
Non-print items	7,496	7,553	10,243
Registered borrowers	10,139	10,185	10,676
Children in summer reading	600	616	505
Hours Internet use (upstairs)	18,447	16,744	15,834
Reference questions answered	5,122	3,796	5,473
Children's room questions	5,005	3,068	2,522
Visits to library	124,987	124,209	122,081
Interlibrary loan (fiscal year)	19,671	23,069	22,570
Meeting Rooms used	393	451	501



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 \$472,252.

Three years ago we started running afterschool programs at all five 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: STEM, art classes, lego engineering, science, and soccer.

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 12,434 current members for Northborough Recreation as of December 1, 2013. 7,939 are Northborough Residents and 4,495 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 10 more. Currently we have 30 gardens. In 2013 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 processed 27% of our registrations online. In 2010 we processed 74%. In 2013 we processed 81% 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. In 2013 we were able to help 25 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.



Summer 2013 Archery Program

Northborough Youth Sports Leagues & Scouts

BASEBALL/SOFTBALL

Northborough Youth
Baseball

Contact: Mike Hodge
PO Box 472

Northborough, MA 01532

Website: www.northboro-baseballsoftball.org

FOOTBALL/ CHEERLEADING

NS Youth Football and
Cheer

P.O. Box 322

Northborough, MA 01532

Website: www.jrthawks.com

SOCCER

Northborough Youth Soccer

Contact: Tracey Cammarano

PO Box 141

Northborough, MA 01532

Website: www.nysa.net

GIRL SCOUTS

Website: www.northborough-girlscouts.org

BASKETBALL

Northborough Youth
Basketball

Contact: Tom Spataro
P.O. Box 424

Northborough, MA 01532

Website: www.northboro-youthbasketball.org

LACROSSE

N/S Girls Lacrosse

Website: www.nsgl.org

LACROSSE

N/S Boys Lacrosse

Website: www.nsyla.org

BOY SCOUTS

Website:

Boy Scouts Troop 1:
troop1northboro.org

Boy Scouts Troop 101:
bsatroop101ma.org

Laugh! LEARN! Play!
NORTHBOROUGH RECREATION

MAY 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
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Family & Youth Services Department

June David-Fors, LICSW, Director

Programs & Services

Guided by its mission, Family & Youth Services identifies and responds to the Town's human service needs to enhance the quality of life for Northborough children, families and individuals. In 2013, we supported 1,025 residents through the provision of the programs at the bottom of the page.

In providing these programs, we noted the continuation of two major themes. That is, the ever-increasing need for our services; and the disturbing trend of families presenting with more severe mental health and socio-economic problems. For instance, young children admitted to psychiatric facilities for suicidal ideation; residents having to decide between food, fuel or medication due to prolonged unemployment; and increased incidents of domestic violence and risk of homelessness.

In addition to providing services in the office, Family & Youth Services also fields programs in the community and school-based settings. For instance, in 2013 we made 540 visits to the Northborough Schools to provide counseling to children who may not otherwise have received it.

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 pleased to have high school student liaisons representing Algonquin Regional High School and St. John's High School.

2013 Highlights/Accomplishments

1. In 2013 Family & Youth Services assisted 1,025 residents for a 9% increase in service from 2012. This accomplishment is attributed to our dedicated staff and three Graduate Interns.
2. Given the increased demand for our services we continue to address the need for additional personnel. For example, we advocated to the Staffing Committee to fill the Assistant Director Position held vacant since 2006 and we accepted an additional Intern for the Academic Year.
3. Due to the positive reputation of our Graduate Internship Program we were approached by Simmons College to become a field placement site for the first time. For this Academic Year we accepted two Graduate Interns from Boston College and one from Simmons College.
4. With the additional Graduate Intern, we have been able to provide a higher level of support to the homeless families living in a local hotel. Without the help of the Interns we would not be able to provide the current level of assistance to many of these families.
5. In 2013 we were instrumental in advocating for a family of four to receive housing. After several years on a waitlist the Northborough Housing Authority placed them in their new home.
6. In collaboration with Northborough Extended Day Programs we provided an After-School Enrichment Program for older students and plan to expand the Parent Workshops.



Office of Family & Youth Services

7. The need for basic health needs and mental health services is well-documented through our work with the schools, police, fire, etc. Through our partnership programs we have arranged for residents to receive essential resources. For instance, in 2013 the Northborough Food Pantry provided 4,284 bags of food to 1,231 families. On a monthly basis this averages 103 families receiving 357 bags of food. In addition, the Food Pantry and Northborough Helping Hands provided Thanksgiving Food Baskets to 149 families (comprised of 462 family members). Northborough Helping Hands also distributed gifts, clothing and toys to 154 families (comprised of 481 family members) through their 2013 Holiday Program.
8. As a Fuel Application Site we witness the steady need for heating assistance. In fact, even those families who have received assistance have already exhausted their benefits. This demand is outlined in the South Middlesex Opportunity Council FY 2013 City/Town Report. In 2013, 155 Northborough residents received assistance with a total dollar expended of \$103,863. In 2012, 160 residents were served with a total dollar expended of \$119,947.

Community Partnerships

We value the partnerships we have built over the years and we welcome the new ones such as the partnership with the Northborough 7th Day Adventist Church. A brief list of others includes Northborough Extended Day Programs, Helping Hands Association, the Food Pantry, the Rotary Club, Northborough Public Schools, Northborough Clergy Association, Special Benevolent Funds and South Middlesex Opportunity Council, Inc.

Mental Health

230 Residents

- Individual Therapy
- Family Therapy
- School-Based Therapy
- Mental Health Consults
- Trauma Response
- Outreach to Homeless
- Parent Workshops
- After-School Group

Basic Needs

283 Residents

- Fuel Assistance Site
- Food Applications
- Rotary Fuel Program
- Benevolent Fund
- Helping Hands
- The Food Pantry
- Back Pack Program
- Case Management

Referrals

512 Residents

Family & Youth Services provides residents with an extensive network of referrals to human service agencies.

In 2013, we provided 512 residents with 998 referrals to local, state and federal agencies.



Cable Access/ Cable Television

Kathleen Dalglish, Director

Thirty years ago, Greater Media Cable became Northborough's first cable television provider and in 1984, Northborough Cable Access Television Public Access channel cablecast its first locally produced shows. Although the technology has changed and the public's viewing habits have certainly changed, the basic premise of channels devoted to local community interest, educational content and government information has remained the same. In an age where video surrounds all parts of our lives – our phones, our tablets, our computers and our giant screen TVs – finding a place where we can see our neighbors, our elected officials, and our children, has been the same, NCAT.

Our new theme for 2014 is "Discover Us" where we hope to have Northborough residents tune in once again to watch true, noncommercial, locally produced shows about their community. NCAT is where you can see your child's first song on stage, your son's first goal, your mother's chorus solo, your Selectman's insight, the Applefest parade and so much more than you could ever see on commercial television or YouTube. Just as important, we remind residents that they can create their own television shows utilizing free producer classes and professional equipment in a fun, relaxed environment in our beautiful studio at Algonquin Regional High School.



Two tiger clubs looking at camera.

In 2013, the cable contract with Charter Communications was set to expire in October, and during negotiations it was determined that a five year extension would be the best approach so that the Verizon and Charter contracts would expire in the same year, 2018. With few exceptions, Verizon has completed their build out in Northborough so all of our residents now have two cable providers to choose from.

Questions about Producer Classes, unresolved issues with your cable television service, or any suggestions, our door is always open. And don't forget to Discover Us! Program us in as "favorites" on your remote! Public Access is Charter 11 and Verizon 31, Government Access is Charter 12 and Verizon 30, Educational Access is Charter 13 and Verizon 29. Also, check out our Facebook page at Northborough Cable Access Television to see all of our latest news.



Historical Commission

Brian H. Smith, Chair

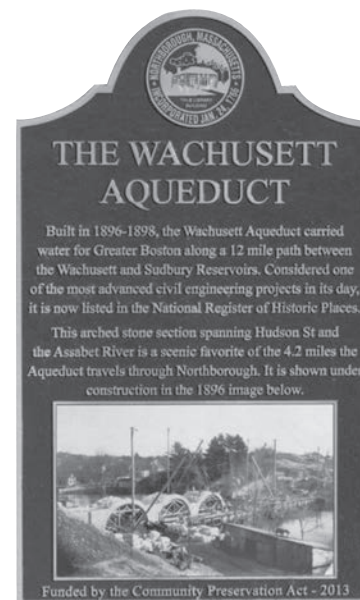
The Northborough Historical Commission is a seven member commission appointed by the Selectmen. Its mission is to identify, evaluate and preserve the historical heritage of the town of Northborough. Another key responsibility is to broaden community awareness of our historical heritage.

Major accomplishments of the Commission in 2013 include:

- Demolition delays – three 100+ year old buildings slated for demolition were examined for historical and architectural significance and public hearings were held. One of the buildings was determined to lack significance and the 180 day demolition delay was waived. The other two were found to be significant but unfortunately no alternatives to demolition could be agreed upon with the owners.
- A gravestone condition assessment and preservation plan was completed for the colonial portion of the Howard St. Cemetery. CPA funds have been requested for 2014 to perform preservation work identified.

- Brigham St. Cemetery headstones were repaired and cleaned using CPA funds.
- CPA funding was requested for signs to identify the locations of the Brigham St. and Howard St. cemeteries.
- CPA funded historical plaques were developed and installed for the *John Brigham Saw Mill Site* on Whitney St., the *Old Boston Post Road* on Main St. in the center of town, *Mount Assabet* on South St., and *The Wachusett Aqueduct* on Hudson St.
- The badly deteriorated Mary Goodnow historical marker on US 20 was replaced by the state. The Historical Commission initiated this project and was instrumental in the design of the replacement.
- An information booth was developed and staffed for the Applefest fair.

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.



The new Wachusett Aqueduct plaque located on Hudson St. The Aqueduct is an outstanding example of large scale 19th century civil engineering projects that were completed with manual labor and very primitive equipment by today's standards.



Veterans' Services

George A. Perry III, *Veterans' Services Director*
Kenneth G. Ferrera, *Veterans' Agent*
Michael Perna, *Veterans' Agent*

Veterans Services Mission

In accordance with Chapter 115 of Massachusetts General Laws, the Commonwealth, through its Department of Veterans Services, provides qualifying veterans and their dependents financial assistance for food, shelter, clothing, housing, and medical care, as well as employment, vocational and educational assistance and burial benefits. Eligible dependents of deceased veterans are also benefit-eligible. These benefits are administered locally through Veterans' Agents who are available to provide information, advice and assistance to veterans and/or their family members. Benefits paid to Northborough veterans are subject to a 75% reimbursement rate from the Commonwealth.

Central Massachusetts Veterans' Services District

On July 1, 2013, Northborough partnered with the Towns of Westborough, Shrewsbury and Grafton to form the Central Massachusetts Veterans' Services District. The District, which was approved by the Commonwealth's Department of Veterans' Services, is served by a full-time Veterans' Services Director and two part-time Veterans' Agents. Staff has established regular office hours in each of the four towns, and veterans seeking services are free to meet with any of the District's Agents in any location. Northborough's office hours are held at the Town Hall and contact information and the schedule are available on the Town's website or by calling the Office at 508-393-5024. Any veteran, or family member of a veteran, who would like more information about benefits or services available is encouraged to contact the office and speak with an Agent.



Housing Authority

Lynne Moreno, *Executive Director*
Jean Perry, *Chair*

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. 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 and provide information on public housing and eligibility requirements. The office is located at 26 Village Drive and is open from 9:00 a.m. to 4:00 p.m.

The NHA has completed its project of demolishing the building at One Centre Drive that was formerly used as the senior center. The Northborough Affordable Housing Corporation (NAHC) is currently building four additional units of affordable housing at this location, which are expected to have a completion date this spring. The NHA would like

to express its deepest gratitude to all of the Northborough Boards and Committees for their support on this project.

The NHA continues in its pursuit to find additional funding in hopes of providing more alternatives for developing affordable housing for the people of the community. As well as continuing to provide safe, well maintained properties for our tenants.



Northborough Food Pantry

Sarah Rothery & Ann Taggart, *Directors*

The Northborough Food Pantry serves 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/emergency food to those who are on a limited income or have an acute need. The Food Pantry, located in Town Hall, is open 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. Approximately 75 families visit the Food Pantry on a weekly basis. In 2013 the pantry served on average 271 families per month and distributed on average 357 bags of food per month. Bags of food are delivered twice monthly 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.





Lisa Hodge, Chair

The Northborough Community Affairs Committee successfully executed our 2013 programs aimed at enhancing community life in Northborough.

The Women's Author Series was a new program that started off our year. Sheryl Nixon, Northborough resident and author of "In a Blink of an Eye: The Reed and Rob Nixon Story" joined us at the Northborough Library with her husband and Reed to discuss her book and their remarkable journey. In April we partnered with the Northborough Woman's Club to run The Annual Louise Houle Town Clean Up. This year's cleanup was our largest year for participation. Over one hundred and seventy townspeople joined us in our project to clean up the town. In addition to volunteers, we received support from DPW and donations from Wegman's and Roche Brothers. After the clean up, we held a picnic to thank our supporters at Ellsworth-McAfee Park.

The Northborough Community Affairs Committee sponsored four free concerts at the Ellsworth-McAfee Park. The events were filled with town residents who enjoyed picnic suppers while listening to the bands. This year we added food vendors who donated a percentage of proceeds to the Northborough Food Pantry and additional entertainment for the children including free face painting. Marlborough Savings Bank was our major sponsor and a grant was received from the Northborough Cultural Council.

In June we supported the Senior Center's annual picnic with baskets of 150 packages of cookies. Our year concluded with the Annual Tree Lighting Ceremony. This was our largest turn out ever with approximately 200 people. We brought in a professional lighting and sound company who keep the event well lighted and allowed us to clearly hear the beautiful sounds of the Hundredth Town Chorus and event speakers. Attendees enjoyed cookies, hot cocoa and pizza.



Carl Kinkel, Chair

In 2013, the Northborough Cultural Council awarded 14 grants totaling \$5,326 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, literature programs, astronomy, the literary magazine at Algonquin, artistic mathematics enrichment, as well as literature, science, and music programs at town schools and in the community. Grant recipients are listed below.

Grant recipients included: Peaslee Elementary School, Northborough Community Affairs Committee, Northborough Area Community Chorus, Gregory Maichack, St. Bernadette's School, Worcester County Horticultural Society, Worcester Chamber Music Society, Assabet Valley Mastersingers, Symphony Pro Musica, Fannie E. Proctor Elementary School and Sachem Magazine.

Our objective 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 2013 and we invite you to join us for the upcoming programs funded for 2014.



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 two college-bound Northborough residents in 2013.

**Alyssa Canderazzi
Ben Rutan**

Since 2004, the Northborough Scholarship Committee has awarded a total \$22,500 in scholarships to 37 college-bound students. Northborough residents fund these scholarships from contributions made through the voluntary scholarship check off box on your property tax and excise tax bills or through Northborough Scholarship Committee fund-raising drives.





Northborough School District

Superintendent's Message

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

We are most fortunate to have experienced again in 2013 a strong partnership between the Northborough Public Schools and the Northborough community. I am tremendously grateful for the excellent tradition of support for quality education that has been clearly evident among parents, educators, and community members during my thirteen years in the Central Office. The Northborough Public Schools have continued to be a vibrant force in the community during calendar year 2013, and we are happy to report that students benefit from very dedicated staff members who ensure that educational experiences are current and relevant to the skills needed to be proficient in today's society.

The following are a few highlights from 2013. Please consult our district webpage at www.nsboro.k12.ma.us for more details about the Northborough Public Schools.

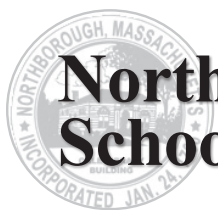
- At Lincoln Street School, a great deal of effort this past year has been devoted to Common Core aligned math instruction with newly purchased materials and Common Core aligned writing units with newly purchased Lucy Calkins materials. Common Core aligned book sets (both fiction and non-fiction) were purchased for the leveled book room; increased use of technology to support literacy has been evident; in addition, faculty members have instituted a greater focus on writing in response to literature and math questions and a greater focus on higher level thinking experiences
- The Lincoln Street School also rolled out new school-wide behavior expectations and various incentives to highlight students who have met the expectations; school assembly programs were planned and designed for students and staff to showcase the new behavior expectations; in addition,

2013 saw a renewed focus on health and wellness, including: a before school activity program, movement within the classrooms, recess before lunch, Lincoln Street School garden, pilot of "The Walking Classroom", motivational speakers (Rick and Dick Hoyt), and adherence to and practice with new safety protocols

- Peaslee School celebrated the 50th birthday of the school last spring; students, teachers, staff, and families enjoyed many birthday activities; in 2013 monthly all-school, community-building meetings were held; two author visits were particular highlights: Elizabeth Suneby inspired students with her story about a girl in Afghanistan who wishes for an education and Ralph Fletcher who writes children's books and professional books about developing students' writing impressed the audience; Peaslee students also recognized Veterans' Day with a Veterans' Wall of Honor
- A number of Peaslee teachers have been awarded Northborough Education Foundation grants and Corridor Nine Area Chamber of Commerce grants for iPads, Voice Thread, and STEM (Science, Technology, Engineering and Math) projects; several Peaslee teachers are piloting the Self-Regulated Strategy Development (SRSB) approach to teaching writing
- Curriculum initiatives at Proctor School have included diary mapping with ATLAS software and English Language Arts and Mathematics training; the Proctor School Community continued the investment in Responsive Classroom and the school's core values; outreach efforts also continued with the Northborough Food Pantry, the American Cancer Society, and cards and packages for the military
- At Proctor School a great deal of excitement has surrounded the playground upgrade; phase 1 was completed in November, 2013 and phase 2 is planned for the spring of 2014; in addition, an emphasis on health and wellness has included Walk to School Days; Turkey Trot; Story Walks for Fitness; and Holy Cross & Worcester Sharks programs that focused on teamwork, good sportsmanship, and the importance of exercise
- Teachers at Zeh have been working on implementing the Massachusetts Curriculum Frameworks in English Language Arts and Mathematics incorporating the Common Core State Standards through curriculum mapping and grade level team planning; the school is utilizing Lucy

Calkin's Units of Study to learn more about writing narrative, informational, and opinion pieces from kindergarten through grade five in response to changes in the English Language Arts Curriculum Framework revisions; Zeh's Kindergarten teachers have completed their two-year study of The Tools of the Mind as a classroom organizational program for prioritizing social skills development in our young learners

- Zeh's community service projects have continued as children are learning to assist others in greater need; in addition, the school has continued to support healthy lifestyles for students through monthly Walk and Bike to School events and through the implementation of the morning Building Our Kids' Success (BOKS) exercise program for our fourth and fifth grade students
- Teachers and other staff members at Melican Middle School continue to align the curriculum with the Common Core standards at each grade level; curriculum maps have been created for all disciplines and are updated to reflect new units of study as well as modifications and accommodations for diverse learners; special areas of interest this year include mathematics and science, as new standards emerge at the state level
- Melican Middle School staff members are in their second year of Leading Together, a research based initiative between the University of Virginia and the Center for Courage and Renewal Northwest; the program's focus is on the role that strong relational trust among adults in a school plays in student achievement; faculty have participated in activities that promote reflective practice, journaling, exploration of themes with poetry, music and meditation that promote shared beliefs about respect, competence, personal regard for others and integrity
- The Edline website at Melican Middle School has successfully expanded to parents this year; accounts were set up with personalized log-in codes so parents could go into team based calendars and view homework, class expectations, and long-term projects on their own; teachers have made the commitment to these links with daily/weekly postings for students and parents to use from home



Northborough School District

- The use of iPads in teaching has expanded at Melican Middle School; an active in-house Technology Committee has guided the work by exploring Apps for teaching; current favorites include Explain Everything, Notability, Skitch, Nearpod and iMovie; Google apps are used throughout the school; all students have their own accounts that they learn to utilize through project-based work
- On the district-wide level, the theme Ten Schools, Three Districts, One Community of Learners has been integrated into the plan Vision 2020: Strategically Planning for the Future
- Targeted professional development has been designed to support the four focus areas identified in the strategic plan – Curriculum, Communications, Technology, and Student Support Services
- Implementing the new Massachusetts Framework for Educator Evaluation has included developing SMART GOALS, conducting self-assessments, unpacking the educator rubric, and gathering evidence
- District-wide goals around Safe Schools Readiness training have included the enhancement of current practices and the integration of the A.L.I.C.E program
- An important initiative in 2013-2014 involves determining district, school, and student performance based on the transitions in assessments – MCAS and the Partnership for Assessing Readiness to College and Career (PARCC)
- Another vital district-wide goal implemented this past year supports instruction for English Language Learners through the implementation of Rethinking Equity Teaching English Language Learners (RETELL) as well as the new assessment, ACCESS based on the World Class Instructional Design Assessments (WIDA)

- Student Support Services are provided to students at the building level in the Northborough Public Schools to ensure that all students have developmentally appropriate opportunities to learn, grow, and make meaningful progress; progress is continually monitored to ensure that all children meet appropriate standards
- Comprehensive, building-based, student support teams provide assistance and interventions to students who are challenged by disabilities, learning differences and/or life events beyond their control
- Student Support Services personnel partner with general education teachers to implement instructional strategies that meet the learning challenges that students encounter; multi-disciplinary teams collaborate to create opportunities for students to build on their strengths and minimize their challenges
- Instructional technology has played an integral role in the education of students in Northborough; the Strategic Plan outlines a goal to provide adequate access to digital tools that support 21st Century teaching and learning and the organizational processes necessary for each building; the Northborough Public Schools have continued to improve the technological infrastructure, working toward providing a robust and modern infrastructure that adequately meets teaching, learning, and administrative needs
- The most important part of Northborough's technology program has been that students and teachers work to integrate effective technology use in the curriculum, using digital tools to research, read, write, create multimedia presentations, and to access the curriculum in many subject areas through content specific software; the district continues to effectively expand the use of technology to meet the needs of all learners, to enhance and accelerate learning, and to engage all learners.

Grants

The following is a brief summary of the federal and state grants the Northborough Public Schools received in 2013.

Three federal grants are administered through the Office of the Assistant Superintendent. 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 - \$56,678

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 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 - \$31,346

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.

Title III English Language Acquisition - \$29,218 Consolidated Grant

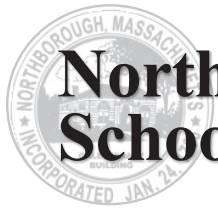
The purpose of this consolidated grant, shared by the Northborough, Southborough, and Northborough-Southborough Regional School Districts, is to offer supplemental services to children whose first language is not English. Funds are used to provide these children with the assistance needed to perform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

Early Childhood Special Education Allocation - \$6,250 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.



Northborough School District

SPED Program Improvement Allocation - \$20,628

The purpose of this federal grant, shared by the Northborough, Southborough, and Northborough-Southborough Regional School Districts, 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 - \$483,945

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.

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

This past year the Massachusetts Department of Public Health continued to award a health services grant to the Northborough, Southborough, and Northborough-Southborough Regional School Districts. The purpose of these funds is to improve health services to all school children. A number of part-time nursing positions are funded through this grant.

Northborough School Committee

Patricia A. Kress
Joan G. Frank
John A. Kane III

Chairperson
Vice Chairperson
Secretary

Jennifer T. Drohan
Shirley J. Lundberg

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
Pauline D. Joncas
Sandra J. Burgess
Bernadette M. Noel

Jolene A. Chapski
Nena H. Wall
Deborah A. Gabriau
Lois S. McMahon
Christopher P. Hoey
Robin A. Mason

Pamela E. Hite
Caroline Willard
Suzanne L. Houle
Andrew F. Mariotti
Loraine T. Wolfrey

Administrative Assistant to the Superintendent
Central Office Secretary

Administrative Assistant to the Director of Student Support Services
Administrative Assistant to the Assistant Superintendent and the Director of Technology

Business Secretary
Personnel Coordinator
Personnel Clerk

Receptionist/Secretary
Budget Officer

Financial Coordinator - Northborough
Financial Coordinator - Southborough
Financial Coordinator - Algonquin

Financial Clerk
Network Administrator
Data Specialist

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 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																									
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School Faculty 2012-2013

LINCOLN STREET SCHOOL

Principal

Jennifer G. Parson

Kindergarten

Carolyn Moring
Jill Zito

Grade 1

Patricia J. Cumming
Jean M. Frazier

Grade 2

Linda A. McCann
Allison Thomas
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

Principal

Jill Barnhardt

Kindergarten

Stacy Cahill
Kerri J. Lewis

Grade 1

Jessica A. Alderman
Eileen Badstubner
Jennifer Hunt

Grade 2

Jennifer W. Matteson
Amy B. Melisi
Marcia D. Mills

Grade 3

Melissa A. Farrell
Ariella Greenspan
Margaret A. Marshall

Grade 4

Colleen M. Griffin
Melinda M. Kement

Grade 5

Andrea L. Daunais
Clare Kelsey
Lisa Miranda

PROCTOR SCHOOL

Principal

Margaret E. Donohoe

Kindergarten

Kathleen J. Behrens

Grade 1

Lauren Brochu
Marissa Marzilli

Grade 2

Susan Brunelle
Pamela L. Jones
Amy Mara

Grade 3

Kelly A. Furey
Michelle M. Hennigan
Laurie M. McCabe
Barbara J. Sargent-Dowd

Grade 4

Jill M. Iannacone
Stephanie Mulvena
Heidi F. Schwehr
Cynthia Taylor

Grade 5

Kristen D. MacDonald
Elizabeth M. O'Neill
Kelly Strout

ZEH SCHOOL

Principal

Susan A. Whitten

Kindergarten

Vickie L. Berry
Lorraine D. Rubin

Grade 1

Stephanie Dennington
Jennifer M. Ward

Grade 2

JoAnne B. Gorham
Susan M. Grady
Karin E. Johnson

Grade 3

Brian Kramer
Holly Oelkers
Elizabeth B. Villaflor

Grade 4

Michelle L. Dallaire
Chris Louis Sardella
Tiffany Zides

Grade 5

Debra Donston-Miller
Jennifer L. Phipps
Farhana S. Zia

MELICAN MIDDLE SCHOOL

Principal

M. Patricia Montimurro

Assistant Principal

Michelle Karb

Grade 6

Michael Groccia, *Team Leader*
Karin L. Johnson, *Team Leader*
Sandra M. Davel
Jessica Eisenlord
Crystal Hare
Christine C. Mesite
Megan O'Malley
Daniel E. Olsen
Diane E. Porter
Jennifer A. Robeau
Cortney Terwilliger

Grade 7

Gretchen M. Bean, *Team Leader*
Jennifer R. Callaghan, *Team Leader*
Beth Blum
Heather A. Clayton
Sharon R. Goyette
Megan E. Griffin
Steven Knight
Danielle Leboeuf
Lynn Oswill
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 Hansbury

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

Katherine A. Getchell
Katrina Whalen

Instrumental Music

David S. Daquil
Brent S. Ferguson

Librarian

Janice M. Bissett

Physical Education

Jennifer L. Shectman
Andrew W. Wilson

SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES

Special Education Coordinator/ Out of District Coordinator

Thomas Callinan

Adjustment Counselor

Chatham Yankauskas-Flynn

Autism Specialist

Jennifer M. Ostroff



School Faculty 2012-2013

Adjustment Counselors/ School Psychologists

Kristen LaForest
Kimberly Spiliakos

BCBA Program Specialist

Karen Rose

Interim Early Childhood Coordinator

Jean Bean

Preschool Teacher

Colleen Bercume

ELL District Coordinator

Rhoda B. Webb

ELL Teachers

Maria Guyer
Alexandra Lento
Lori Miller
Loni Sotir

Special Needs Resource Teachers

Stephanie Annis
Lisa R. Antoine
Carolyn Aspesi-Swenson
Chelsea Bradway-Francis
Daniel-Scott Brown
Mary Deffley
Rhian Duggan
Elizabeth Elam
Alison Engel
Tanna Jango
Tami Johnson
Cathy A. St. Andre
Amanda Sharpe
Lois Shaughnessy

Special Needs Resource Teachers

Amy Wilson
Sallie Wood
Denise E. Woodland

Behavior Specialists

Jessica Himmelman
Kathleen A. Marcello
Danielle Recinos

Behavior Specialists/School Psychologists

Lisa A. Arpino
Anya Sherman

School Psychologist

Courtney Baldino

Speech

Helene Desjardins
Meaghan Grendol
Nikol Maher
Lisa Pagan
Meghan Reade
Janet C. Scoppetto
Janet L. Tower

Occupational Therapists

Matthew A. Bertonazzi
Karen A. Brown

504/Instructional Aide

Laurie Middleton

Kindergarten Aides

Margaret Aulenback
Belinda B. Cramer
Laurie Donovan
Carol Mackie
Mary S. McNamara
Kayte Oliver
Carolyn Ream

Special Needs Aides

Rebecca Alan
Susan Alberghini
Kim Ashline
Martha J. Bigelow
Crystal Bissett
Peggy S. Brehio
Linda R. Buddenhagen
Marianne Bump
Irene Carlson
Waltina Cassidy
Radhika V. Chebrolu
Heather Christie
Courtney Claypool
Gina R. Cooper
Patricia A. Cray
Barbara A. Dennis
Ashlyn Derosier
Kevin Duffy
Jean Dugan
Jennifer Dwyer
Mary Ethier
Danielle Gregory
Jamie Hawley
Liana Jackson
Erin Kearney
Kim Keeney
Erin Kelley
Mallory Kirk
Beryl Krouse
Lisa Larsen
Peter Legere
Marc LeSage
Melissa LeSage
Beth Mazzola
Jennifer McCabe

Special Needs Aides

Colleen McClune
JoAnn Murphy
Kristen Roche
Deana T. Rollins
Mariangela Romeo
Angela Russo-Agurkis
Laura Sampsel
Judith L. Scally
Lesley Shore
Jennifer Smith
Elizabeth Steele
Suzanne Stimson
Amy Sugrue
Maureen Sullivan-Falzone
Gisel Suriel
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 Campion

Tutors

Monique DeBeaucourt
Gail C. Dufault
Caroline Flannagan
Barbara Kimball
Allison Roche

TEACHING SPECIALISTS

Art

Jennifer Hackenberg
Christine A. Hall
Marcia L. Waldman

Band

Rebecca M. Makara

General Music

Allyn Phelps III
Judith L. Scally
Katrina Whalen

Physical Education

Regan DeSimone
Fernando J. Ferreira
John P. McAuliffe
Francis Nellenback
Patricia M. Rollins

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

Nicholas Greenwood
Scott Heffner
Helder Perez Nunez
Bonnie J. Strickland

Secretaries

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



School Faculty 2012-2013

Non-Instructional Aides

Susan Berger
Holly Evangelista
Kerry Hamling
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

Stacey Easterling, *Manager*
Carol Benedict
Mary A. Sikora

Zeh School

Eileen M. Bersey, *Cook/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



Enrollment by Grades - October 1, 2013

School	Pre-K	K	1	2	3	4	5	6	7	8	Total
Lincoln		42	48	52	54	53	65				314
Peaslee		36	41	48	58	48	50				281
Proctor		21	44	45	52	48	61				271
Zeh	34	37	34	57	50	55	65				332
Melican								208	216	201	625
Total	34	136	167	202	214	204	241	208	216	201	1,823

Town of Northborough School Financial Statement – for the 2013 Fiscal Year July 1, 2012 - June 30, 2013

APPROPRIATION:

Regular Education	\$	14,406,532	
Special Education	\$	5,088,745	
Total Appropriation			\$ 19,495,277

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$	14,312	
Superintendent's Office	\$	127,504	
Administrative Support Services	\$	445,880	
Total Administration			\$ 587,696

INSTRUCTION:

Supervision	\$	30,800	
Principals' Offices	\$	967,574	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$	9,435,305	
Professional Development	\$	76,179	
Textbooks & Instructional Equip	\$	421,202	
Library/Media Services	\$	399,606	
Guidance Services	\$	155,652	
Total Instruction			\$ 11,486,317

OTHER SCHOOL SERVICES:

Attendance Services	\$	13,243	
Health Services	\$	413,035	
Pupil Transportation	\$	427,073	
After School Activities	\$	12,789	
Student Body Activities	\$	11,572	
Total Other School Services			\$ 877,711

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$	660,901	
Heating	\$	167,189	
Electricity	\$	201,525	
Telephones	\$	35,560	
Water	\$	16,407	
Tech/Telecomm	\$	56,793	
Total Operation of Plants			\$ 1,138,374

MAINTENANCE:

Grounds	\$	18,062	
Buildings	\$	168,862	
Equipment	\$	55,716	
Technology Maint	\$	38,872	
Total Maintenance			\$ 281,513

LEASE OF BUILDING & EQUIPMENT:

\$ 26,045

NEW EQUIPMENT > \$5,000

\$ 6,297

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS

\$ 14,403,952

SPECIAL EDUCATION PROGRAMS

Legal Services	\$	21,768	
Supervision	\$	162,874	
Teaching (Salaries & Supplies)	\$	3,228,589	
Professional Development	\$	2,434	
Technology	\$	13,567	
Psychological Services	\$	421,239	
Health Services	\$	136,521	
Transportation	\$	524,240	
Telephone	\$	914	
Equipment Maintenance	\$	11,998	
Programs - Other Schools in Massachusetts	\$	523,182	
Lease of Building & Equipment	\$	2,186	
Payments to Collaboratives	\$	35,841	
TOTAL EXPENDITURES SPECIAL EDUCATION			\$ 5,085,354

TOTAL EXPENDITURES

\$ 19,489,307

BALANCE RETURNED TO GENERAL FUND:

\$ 5,971

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY12	\$	(5,851)	
Total Receipts, FY13	\$	412,773	\$ 406,922
Total Revenues			
Total Expenditures, FY13	\$	403,789	\$ 3,133
BALANCE TO FY13			

KINDERGARTEN GRANT

Expenditures	\$	79,512	
Unexpended Balance	\$	-	
Total Grant Received			\$ 79,512

TITLE 1 GRANT

Expenditures	\$	65,308	
Unexpended Balance*	\$	35,790	
Total Grant Received			\$ 101,098

TITLE IIA GRANT

Expenditures	\$	14,617	
Unexpended Balance*	\$	18,647	
Total Grant Received			\$ 33,264

TITLE 1 CARRYOVER GRANT

Expenditures	\$	7,717	
Unexpended Balance	\$	-	
Total Grant Received			\$ 7,717

*Balance carried forward to FY2014



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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-SECOND day of April 2013 at 7:30 p.m. to act on the following warrant articles:

7:34pm Moderator Fred George called the meeting to order, a quorum of at least 100 registered voters was present in the hall.

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.

- This article provides the authorization for the Town to enter into a compensating balance agreement in order to obtain banking services. A compensating balance is an arrangement by which a town maintains municipal funds on deposit in return for banking services. Under such an arrangement, the earnings retained by the bank on the account balances "compensate" the bank for the services provided.

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 Seventeen Million Four Hundred Eighty One Thousand Nine Hundred Seventy Two Dollars (\$17,481,972) 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	\$ 13,000
Transfer from Cemetery Sale of Lots	\$ 12,000
Transfer from Debt Exclusion Premium Reserve	\$ 19,830
Transfer from Title V Reserve	\$ 4,534
Transfer from Conservation Commission Fees	\$ 3,060
Transfer from Police Revolving Account	\$ 72,500
Transfer from Fire Emergency Medical Services Revolving Account	\$ 76,160
Transfer from Recreation Revolving Account	\$ 100,000
Transfer from Animal Control Revolving Account	\$ 27,000
Transfer from IOD Insurance Claim Account	\$ 24,500
Free Cash	\$ 500,000

for a total of Eight Hundred Fifty Two Thousand Five Hundred Eighty Four Dollars (\$852,584), and that the sum of Sixteen Million Six Hundred Twenty Nine Thousand Three Hundred Eighty Eight Dollars (\$16,629,388) 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 Three Hundred Seventy Seven Thousand One Hundred Ninety Nine Dollars (\$4,377,199) 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	\$ 142,439
Water Fund Free Cash	\$ 80,987
Solid Waste Fund Free Cash	\$ 50,000

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy \$ 239,099

for a total of Five Hundred Twelve Thousand Five Hundred Twenty Five Dollars (\$512,525) and that the sum of Three Million Eight Hundred Sixty Four Thousand Six Hundred Seventy Four Dollars (\$3,864,674) be financed from Water/Sewer and Solid Waste Revenues.

Water Fund	\$ 2,169,985
Sewer Fund	\$ 1,448,115
Solid Waste	\$ 759,099

ARTICLE 6 MOTION PASSED

To see if the Town will vote to raise and appropriate by taxation the sum of Twenty Million Three Hundred Seventy Two Thousand Five Hundred Sixty Four Dollars (\$20,372,564) 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 Four Hundred Ninety Four Thousand Eight Hundred Seventy Six Dollars (\$9,494,876), 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 and debt service of the Assabet Valley Regional Vocational School District, the sum of Six Hundred Forty Seven Thousand Nine Hundred Eighty Three Dollars (\$647,983), 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, and as further defined by Chapter 139, Section 2, Item 7000-9501 of the Acts of 2012, 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.



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ARTICLE 10 MOTION PASSED

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

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

ARTICLE 11 MOTION PASSED

To see if the Town will **vote to combine Articles 12 through 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 Support/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.



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ARTICLE 18 MOTION PASSED

To see if the Town will vote to transfer in FY2013 from available funds a sum of money to the Reserve Fund to provide for extraordinary or unforeseen expenditures in accordance with Massachusetts General Laws Chapter 40, Section 6.

- Pursuant to Massachusetts General Law Chapter 44, Section 53, property insurance claims in excess \$20,000 must be appropriated by Town Meeting. In FY2013, the Appropriations Committee Reserve Fund was used to fund repairs of the Fire Department's ladder truck prior to Town Meeting. This article seeks to replenish the Reserve Fund within the current year with the insurance proceeds.

ARTICLE 19 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.

ARTICLE 20 MOTION PASSED

To see if the Town will vote to rescind the authorization to borrow the following amounts representing the unused borrowing capacity no longer needed for the purposes for which borrowing was initially approved (see chart above):

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

ARTICLE 21 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the use of the Northborough Fire Department to purchase departmental equipment to replace the 1991, Self-Contained Breathing Apparatus (SCBA) Air Compressor, and to meet said appropriation, the sum of Fifty Thousand Dollars (\$50,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

Article 20

Unissued Amount	Date of Approval	Warrant Article	Original Purpose
\$151,000	4/25/2011	20	Fire Department Ambulance
\$150,000	4/25/2011	27	Peaslee School Roof
\$ 7,000	4/25/2011	40	CPA Green Street Land Acquisition
\$ 82,000	4/26/2010	21	Melican Middle School Roof

- This Article provides funds for the purchase of new Self-Contained Breathing Apparatus (SCBA) Air Compressor equipment and related installation costs.

ARTICLE 22 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Twenty Eight Thousand Dollars (\$28,000) for the use of the Northborough Fire Department to purchase an Emergency Shelter Trailer and related equipment, and to meet said appropriation, the sum of Twenty Eight Thousand Dollars (\$28,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds for the purchase of a 24-foot Emergency Shelter Trailer stocked with cots, blankets and other supplies necessary for emergency sheltering operations.

ARTICLE 23 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Two Hundred Three Thousand Five Hundred Dollars (\$203,500) for the use of the Department of Public Works to purchase a Loader, and to meet said appropriation, the sum of Two Hundred Three Thousand Five Hundred Dollars (\$203,500) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds for the purchase of a new Front End Loader to replace the 1997 Caterpillar 938 model, one of the most heavily used pieces of DPW equipment.

ARTICLE 24 (CIP) MOTION PASSED BY THE REQUIRED 2/3rds VOTE

To see if the Town will vote to appropriate sums of money for the projects described below; 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 take any action relative thereto (see chart left):

Article 24

		Transfer	
Project	Transfer	MGL Ch. 44, Sec. 20	Total
DPW	\$602,807	\$197,193	\$800,000
Salt Shed Replacement	General Fund		
	Free Cash		
		Art #21, 4/28/2008, Town Meeting 119 Colburn Street Remediation	\$146,708
		Art #34, 4/23/2001 Town Meeting, Street Repairs - Green Street	\$18,399
		Art #35, 4/23/2001, Town Meeting, Street Repairs - Howard Street	\$19,845
		Art #33, 4/26/2000, Town Meeting, Street Repairs- Maple Lane	\$12,241
		Total Transfer MGL Ch. 44, Sec. 20	\$197,193



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- This Article provides funds for the replacement of the existing salt shed with a new structure adequate in size to store the salt used during snow removal operations.

ARTICLE 25 (CIP) MOTION PASSED

To see if the Town will vote to appropriate the sum of Four Hundred Twenty Five Thousand Dollars (\$425,000) for the use of the Department of Public Works to replace the DPW Fuel Island, and to meet said appropriation, the sum of Four Hundred Twenty Five Thousand Dollars (\$425,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds for the construction of a new DPW fuel island with above-ground fuel tanks, dispensers and canopy to replace the existing underground fuel tank at the Public Works facility.

ARTICLE 26 MOTION PASSED

To see if the Town will vote to approve the Assabet Valley Regional Vocational School District's establishment of a Reserve Fund for Compensated Absences for Employees Terminating Employment per the provisions of MGL Ch. 40, Section 13D.

- This Article approves the set aside of funds to pay for future liabilities of sick and vacation time per contractual agreements. On December 4, 2012 the Assabet Valley Regional Vocational School Committee voted unanimously to accept the law and create such a fund. \$25,000 has been included in the FY14 operating budget to begin funding.

ARTICLE 27 MOTION PASSED

To see if the Town will vote to accept Massachusetts General Law Chapter 64L, Section 2 in order to impose a local sales tax of .75% upon the sale of restaurant meals.

- Acceptance of M.G.L. Chapter 64L, Section 2 would impose a .75% surcharge on the sales of restaurant meals originating within the Town of Northborough. The .75% surcharge would be collected by the Department of Revenue at the same time it collects the current 6.25% state meals tax. Upon adoption of this local option, the same collection process would be utilized, only the revenue from the additional .75% surcharge would be returned to the Town on a quarterly basis.

ARTICLE 28 MOTION PASSED

To see if the Town will vote to amend the local room occupancy excise tax under Massachusetts General Laws Chapter 64G, Section 3A to the rate of 6 (six) percent.

- The Town of Northborough currently assesses a Room Occupancy excise at the rate of 4%. In recent years, the average revenue from Room Occupancy Excise has been \$65,000. This local option would allow for a 50% increase in Room Occupancy Excise to a 6 (six) percent rate.

ARTICLE 29 (Home Rule Petition) MOTION PASSED

To see if the Town will vote to petition the General Court of the Commonwealth of Massachusetts to enact special legislation allowing the Town to use insurance proceeds received to compensate for Fire and Police personnel injured in the line of duty as a salary offset, said legislation to become effective upon passage without further Town Meeting action provided, that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition, or take any action relative thereto.

A recurring problem experienced by the Northborough Fire and Police Departments is the lack of availability of insurance funds when an employee is out on Injured-On-Duty (IOD) leave in accordance with Massachusetts General Laws Chapter 41, Section 111F. Unlike other departments where injured employees receive pay directly from a workers' compensation fund, per State law Fire and Police Departments continue making weekly salary payments to the injured employee from the departmental budget. The Town purchases insurance to reimburse the departments for this, but State law currently does not allow those insurance pro-

ceeds to be used by the affected departments to replace the IOD payments. Instead, those funds go to the General Fund and cannot be used until they are appropriated at a later Town Meeting. As a result, the affected department suffers a salary shortfall, especially if the vacant position needs to be filled, requiring payment of overtime. Providing a cure via legislation allowing direct budget restoration is essential to smooth and effective operation.

ARTICLE 30 (Home Rule Petition) MOTION PASSED

To see if the Town will vote to petition the General Court of the Commonwealth of Massachusetts to enact special legislation allowing the Town to use insurance proceeds not in excess of one hundred fifty thousand dollars (\$150,000) received for property claims without Town Meeting action, said legislation to become effective upon passage without further Town Meeting action provided, that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition, or take any action relative thereto.

- This legislation would allow reimbursement for insurance claims to be spent without delaying repairs or replacement of property until action can be taken at Town Meeting. Massachusetts General Laws Chapter 44, Section 53 currently limits the amount that can be spent without Town Meeting action to twenty thousand dollars (\$20,000).

ARTICLE 31 (Home Rule Petition) MOTION PASSED

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact special legislation exempting the Town of Northborough from the provisions of Massachusetts General Laws Chapter 149, Sections 26 through 27G, the Prevailing Wage Law, so called, for projects estimated to cost fifty thousand dollars (\$50,000) or less provided, that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition, or take any action relative thereto.



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- The prevailing wage law, Massachusetts General Laws Chapter 149, Sections 26 and 27, requires contractors performing work for any public construction project (including new construction, renovation, repair, demolition, road or highway work, equipment rental, moving office furniture, trash hauling and school bus transportation) to pay prevailing wages, which are special minimum hourly wages established by the Department of Labor Standards (DOLS). The DOLS sets prevailing wages according to collective bargaining agreements that are established by trade unions in geographical areas across the state. Prevailing wages are applicable regardless of the cost or size of the project, and must be paid to all employees performing work on public construction projects, and apply equally to unionized and non-unionized workers.

In effect, prevailing wages increase the cost of doing business as these wage rates are often significantly greater than the wages paid by local contractors. The use of prevailing wages prevents the Town from getting competitive quotes, alienates local small businesses, and costs the taxpayers a premium for small projects because only larger firms have the ability to manage the paperwork requirements. The special legislation would exempt projects of fifty thousand dollars (\$50,000) or less from the prevailing wage law.

ARTICLE 32 MOTION PASSED BY THE REQUIRED 2/3rds VOTE

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Sections 7-02 General Provisions, 7-05 Use regulations, 7-06 Density and Dimensional Regulations, and 7-09 Development Regulations by deleting the text shown in brackets [] and replacing it with the text shown in brackets and underlined [], or take any action relative thereto.

Section 7-02-040 Definitions [FLOOR AREA RATIO (FAR) – The ratio of gross floor area in square feet to the total area of the lot in square feet. (See also “FLOOR AREA, GROSS.”)]

Section 7-05-030 Table of Uses. Table 1. Table of Uses. Part B. Commercial and Industrial Districts Footnote 9

The maximum number of multifamily units on a lot shall be [twelve (12)] [eight (8)] units by special permit in the Downtown Business, [Business East] and Business West Districts.

Section 7-06-020 Table of Density and Dimensional Regulations, Table 2

Maximum Front Setback BE [25] [75] and BW [25] [75].

Section 7-06-020 Table 2. Table of Density and Dimensional Regulations [Maximum FAR].

[Section 7-06-030 F. Maximum Gross Floor Area Ratio (FAR), the maximum FAR requirements in Table 2 may be increased by special permit, as follows: (1) In the Downtown Business District, the Zoning Board of Appeals may grant a special permit to increase the maximum FAR to 3.0 for a use that provides all of its required off-street parking below grade or at grade inside the building, with access to the parking from the rear of the building. (2) For a mixed-use development in the Business East or Business West District, the Zoning Board of Appeals may grant a special permit to increase the maximum FAR to 1.0; provided, that for every one thousand (1,000) square feet of nonresidential floor area built above a floor area ratio of 0.85, there shall be an at least equal amount of residential floor area provided at the same time and set aside for exclusive residential use. In such cases, the minimum lot area requirement in Table 2, Part B, shall not be used to determine the maximum number of units in a mixed-use development. (3) In the Business South Districts, the Zoning Board of Appeals may grant a special permit to increase the maximum FAR to 0.50 it at least forty percent (40%) of the floor area in the proposed building is located above the ground floor and the Board determines that the increase will not be detrimental to the surrounding area.]

Section 7-06-030 Supplemental Regulations J. Supplemental density and dimensional regulations for certain use classes (1)(b) In the Business East District, for vertical [or horizontal] mixed-use developments [and multifamily develop-

ments], twenty thousand (20,000) square feet for the first two (2) units and three thousand five hundred (3,500) square feet per unit for each unit over two (2).

Section 7-09-020 Site Design Standards D. Additional standards for business uses.

(1) Building placement and orientation (a) The front façade of a new building and the building’s principal entry shall be oriented toward the street. For a development with more than one (1) building on a single lot or a development with multiple lots, buildings located to the rear of a site shall face the access road that serves them. [For any building(s),] Where appropriate, [however,] a building [s] may be oriented around a courtyard or respond in design to a prominent feature, such as a corner locations, subject to review by the Design Review Committee and approval by the Planning Board or special permit granting authority, as applicable.

Section 7-09-020 Site Design Standards D. Additional standards for business uses.

(4) Location of open space. At least fifty percent (50%) of the minimum required open space under Section 7-06-020 shall be located in front of [or beside] the principal building(s) facing the street [and shall be landscaped in accordance with subsection (5) below]. The requirement of this section may be waived in the Downtown Business District if the proponent provides an alternative site layout that provides equivalent aesthetic and pedestrian benefits, as determined by the Planning Board or special permit granting authority.

Section 7-09-030 Off-Street Parking and Loading C. Off-street parking design standards (2) Location, design and construction of off-street parking

(a) Off-street parking spaces shall be located behind or beside the principal structure on the lot. No parking shall be located closer to the front lot line than the front line of the principal structure [nearest to the front lot line]. However, the applicable special permit granting authority may grant a special permit to locate up to [fifteen percent (15%)] [twenty-five percent (25%)] of the required off-street parking spaces in front of a principal structure, except in the Downtown Business District, and may also authorize a change in any maximum front yard setback where necessary to accommodate such parking. In granting a special permit, the special permit granting authority may impose design, surface



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treatment, landscaping, lighting and other requirements to mitigate the visual impact of parking areas on views from the road, and may regulate the location of the remaining parking to achieve the purposes of this section.

11:13 pm Motion made to adjourn the meeting **MOTION PASSED**

April 23rd 2013 Adjourned Session of Annual Town Meeting

Moderator Fred George called the meeting to order at 7:33pm, a quorum of at least 100 registered voters was present in the hall.

ARTICLE 33 MOTION FAILED

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-10 Special Regulations, 7-10-040 Wireless Communications Facilities, by deleting the existing text and replacing it with the language found in the handout labeled “Article 33 Radio Communication Facilities”, a copy of which is on file in the office of the Town Clerk, or take any action relative thereto.

ARTICLE 34 PASSED OVER

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05 Use Regulations by deleting the text shown in brackets [] and replacing it with the text shown in brackets and underlined [], or take any action relative thereto.

Section 7-05-020 Classification of Uses H. Public service or public utility uses

[(4) Communication tower: Any tower or structure, natural or man-made, existing or erected, used to support one (1) or more antennas, including self-supporting lattice towers, guyed towers, or monopoles, for electromagnetic transmission and/or reception purposes such as radio and television

transmission towers, microwave towers, common carrier towers, wireless communications facilities (“WCF”), alternative tower structures and the like; but not including a communication tower used by an amateur radio operator with a written license or permit from the Federal Communications Commission (FCC) to be the control operator of an amateur radio facility.

(5) Wireless communication facility (WCF): A facility used for the purpose of commercial or public wireless communications uses, such as cellular telephone services, enhanced specialized mobile radio services, microwave communications, personal wireless communications services, paging services and the like, as defined in Section 704 of the Federal Telecommunications Act of 1996, as amended. Such facilities shall include towers, antennas, antenna support structures, panels, dishes, communication buildings, communication structures and accessory structures in their entirety or as separate components. A WCF is a transmission and reception substation, not a principal facility for conducting a communications business. See Chapter 7-10.]

[(4) Radio Communications Facility (RCF): A Radio Communications Facility as defined in 7-10-040. A RCF is a transmission and/or reception installation, not a principal facility for conducting a communications business.]

Section 7-05-030 Table of Uses Table 1. Table of Uses. Part A. Residential Districts and Part B. Commercial and Industrial Districts

[Communications tower (including wireless communication facility)] [Radio Communications Facility (RCF) {subject to limitations and exceptions in Section 7-10-040}]

ARTICLE 35 MOTION PASSED

To see if the Town will vote to accept a sewer easement, and such related easements, interests and rights of access as determined necessary by the Board of Selectmen or the Board of Sewer Commissioners, from Wal-Mart Real Estate Business Trust, in, through and about a portion of the property located at or near 200 Otis Street containing approximately 1,800 square feet, and to authorize the Board of Selectmen and the Board of Sewer Commissioners to execute all documents and take all actions necessary in connection therewith, or take any action relative thereto.

ARTICLE 36 MOTION PASSED

To see if the Town will vote to amend the Northborough Town Code, Part 1 Administrative Legislation, Section 1-80 Town Meeting and Elections, Subsection 1-80-030 Posting of Warrant and Subsection 1-80-040 Notice and Warrant for Special Town Meeting, by deleting the wording shown in brackets and replacing it with the words shown in brackets and underlined, or take any action relative thereto.

1-80-030 Posting of Warrant

D. The wording of Articles on the Town Meeting Warrant should be as descriptive as possible so that the Article may be moved and considered as presented on the Warrant. Further, all appropriation articles must state the exact item or services the sum is being appropriated for, and, where possible, the cost should be included. All amendments to bylaws must show the full text of the section or subsection being amended; any wording that is being proposed as deleted must be shown in [brackets][~~strikethrough~~]; and any proposed added wording must be [within brackets and] underlined. Finally, any article that refers to a specific location must clearly show the street address or addresses, in addition to any required legal description, and a line map showing such location must be available for public inspection. These guidelines shall not apply to the town budget or to school budgets.

1-80-040 Notice and Warrant for Special Town Meeting

D. For future town warrants, the exact wording of motions should appear on the warrant. Further, all appropriation articles must state the exact item or services the sum is being appropriated for, and, where possible, the cost should be included. All amendments to bylaws must show the full text of the section or subsection being amended; any wording that is being proposed as deleted must be shown in [brackets][~~strikethrough~~]; and any proposed added wording must be [within brackets and] underlined. Finally, any article that refers to a specific location must clearly show the street address or addresses, in addition to any required legal description, and a line map showing such location must be available for public inspection. These guidelines shall not apply to the town budget or to school budgets.



2013 Annual Town Meeting Warrant

ARTICLE 37 MOTION PASSED

To see if the Town will vote to amend the Northborough Town Code, Section 1-24-020 Town Engineer, by deleting the text shown in brackets [], and Chapter 1-32 Public Works Division, by inserting the text shown in brackets and underlined [], or take any action relative thereto.
[1-24-020 Town Engineer.

A. Composition, mode of appointment, term of office. There shall be a Town Engineer appointed by the Administrative Officer for an indefinite term.

B. Powers and duties. The Town Engineer shall work under the general policy direction of the Board of Selectmen and the general administrative direction of the Administrative Officer. The Town Engineer shall perform inspection work, develop plans and programs for town agencies, review subdivision plans and perform such other duties as the Administrative Officer may require from time to time.]

Chapter 1-32
PUBLIC WORKS DIVISION

Sections:

[1-32-090 Town Engineer]

[1-32-090 Town Engineer]

A. Composition, mode of appointment, term of office. There shall be a Town Engineer appointed by the Administrative Officer for an indefinite term.

B. Powers and duties. The Town Engineer shall work under the general policy direction of the Board of Selectmen and the general administrative direction of the Administrative Officer. The Town Engineer shall perform inspection work, develop plans and programs for town agencies, review subdivision plans and performs such other duties as the Administrative officer may require from time to time.]

ARTICLE 38 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 38 - Consolidated Personnel Bylaw Amendments – 2013 Annual Town Meeting".

ARTICLE 39 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Four Thousand Dollars (\$4,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Historical Commission for the purchase of plaques to assist in the identification of, and education about, historical sites in Town, or take any action relative thereto.

- Informational signs containing historical facts will be placed at Assabet Park on South Street and at the Wachusett Aqueduct on Hudson Street.

ARTICLE 40 (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 place said amount in the Community Preservation Historic Resources Reserve Fund for the purpose of future historical property preservation or acquisition, or take any action relative thereto.

- Funds for future acquisition or preservation of historic property.

ARTICLE 41 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Thirty Thousand Dollars (\$30,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Town Clerk for Phase IV of a Town Records Preservation project for the purchase of services, products and equipment to be used in the preservation of Town records and maps, dating from 1766 to the present, or take any action relative thereto.

- Funds for the preservation of Town records.

ARTICLE 42 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifteen Thousand Dollars (\$15,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Parks and Recreation Commission for Phase 1 costs associated with the preparation of engineering plans and specifications for public bidding for renovation of the observation platform, including but not limited to the addition of a handicap access ramp, at Memorial Field, 0 East Main Street, Assessors' Map 53, Parcel 106, or take any action relative thereto.

- Replacement of the observation deck at Memorial Field and addition of handicap ramp.

ARTICLE 43 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty-Two Thousand Dollars (\$52,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Affordable Housing Corporation for costs associated with the construction of four affordable senior apartments at 1 Centre Drive, or take any action relative thereto.

- Due to changes in the MA Building Code, costs have increased for some of the materials for the senior apartments. These funds will cover those costs.

ARTICLE 44 (CPA) MOTION PASSED

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

- Funds for future open space acquisitions.

ARTICLE 45 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Sixteen Thousand Dollars (\$16,000), or any other sum, from the Community Preservation Fund revenues to the Conservation Commission to perform weed control measures on problem vegetation within Bartlett Pond, or take any action relative thereto.

- Funds to assist with the management of the problem vegetation on Bartlett Pond.



2013 Annual Town Meeting Warrant

ARTICLE 46 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Seven Thousand Dollars (\$7,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Trails Committee, a subcommittee of the Northborough Open Space Committee, for construction materials for the creation of new trails and repair of existing trails, or take any action relative thereto.

- Funds to be used for the creation of new trails and for the maintenance of existing trails.

ARTICLE 47 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifteen Thousand Dollars (\$15,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Parks and Recreation Commission for Phase 1

costs associated with the preparation of engineering plans and specifications for public bidding for the construction of a shade pavilion at the splash pad in Assabet Park, 48 South Street, Assessors' Map 63 Parcel 2, or take any action relative thereto.

- Construction of a structure to shade the visitors using the splash pad at Assabet Park.

ARTICLE 48 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Nine Thousand Four Hundred Eight Dollars (\$59,408), or any other sum, from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for debt service and expenses associated with Open Space land acquisition for the Fiscal Year 2014, or take any action relative thereto.

- Funds to pay for debt service associated with the purchase of the Green Street parcel.

ARTICLE 49 (CPA) MOTION PASSED

To see if the Town will vote to appropriate the sum of Twenty Five Thousand Dollars (\$25,000), or any other sum, from the Community Preservation Fund revenues to the North-

borough 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 2014, or take any action relative thereto.

- Funds used for the administration of the Community Preservation Act.

ARTICLE 50 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 take any action relative thereto.

10:10PM Motion made to dissolve the meeting. **MOTION PASSED**

Attendance 04/22/2013: 248

Attendance 04/23/2013: 240

Total Registered Voters: 10,510

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



2013 Special Town Meeting Warrant

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-EIGHTH day of October 2013 at 7:30 p.m. to act on the following warrant articles:

7:31pm 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 BY THE REQUIRED 2/3rds VOTE

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Sections 7-10, SPECIAL REGULATIONS, by adding the following new Section 7-10-060.

SECTION 7-10-060 - Solar Photovoltaic Systems Moratorium

a) Definitions.

Large-Scale Ground-Mounted Solar Photovoltaic System: A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC.

Rated Nameplate Capacity: The maximum rated output of electric power production of the Photovoltaic system in Watts.

b) Purpose.

The Town of Northborough has recently been the target of interest for the construction of a Large Scale Solar Photovoltaic System (SPS) which is also an On-Site Solar Photovoltaic System which potentially could affect the Town as a whole. The Town has recently received information regarding a potential combined Large Scale SPS and On-Site SPS to be situated in a residential area of Town. The whole Town would potentially be similarly impacted by a Large Scale SPS project. There is an identifiable community need to establish long-term zoning regulations to ensure that such uses and developments will be consistent with the Town's long term planning interests. It is crucial that the Town act now to establish a temporary moratorium on the use of land and the construction of structures related to all Ground-Mounted SPS projects and Large Scale SPS projects, and the issuance of special or building permits in connection with the same.

c) Temporary Moratorium

Notwithstanding any other provision in the Town of Northborough Zoning Bylaw to the contrary, no special or building permit may be issued for the construction of any Large Scale Solar Photovoltaic System until after May 1, 2014. The purpose of this temporary moratorium is to allow sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objective.

ARTICLE 2 - MOTION FAILED (84 yes, 151 no)

Amend Zoning Bylaw, §7-03-030, by striking out the words in ~~strikeout~~, and inserting the underlined words: 7-03-030 Board of Appeals.

B. Powers. The Board of Appeals shall have and exercise all the powers granted to it by MGL C. 40A, C. 40B, and C. 41 and by this bylaw. The Board's powers are as follows:

(2) To hear and decide appeals or petitions for variances from the ~~use~~, dimensional or density requirements of this bylaw, with respect to particular land or structures, as set forth in MGL C. 40A, § 10. Use variances are prohibited.

Amend Zoning Bylaw, § 7-08-030, by striking out the words in ~~strikeout~~, and inserting the underlined words:

7-08-030 Variance required.

Except as provided in Section 7-08-020, the reconstruction, extension or structural change of a nonconforming structure in such a manner as to increase an existing nonconformity or create a new nonconformity shall require a variance; provided, however, that the extension of an exterior wall at or along the same nonconforming distance within a required setback may be approved by special permit from the Zoning Board of Appeals. Notwithstanding the provisions of this Section, use variances are prohibited.

Motion made to dissolve the meeting. **MOTION PASSED**
9:14pm October 28, 2013 meeting dissolved.

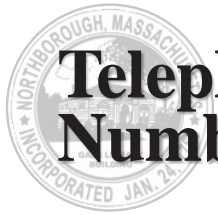
Total Attendance 10/28/2013:

288

Total Registered Voters:

10,604

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



Telephone Numbers

SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #
Birth Certificates	Town Clerk	508-393-5001
Brush Burning Permits	<i>Fire Headquarters, 11 Pierce Street</i>	508-393-1537
Building Permits	Building Department	508-393-5010
Business Certificates	Town Clerk	508-393-5001
Cable Access	Cable Access Director	508-393-6195
Cemetery Graves	Public Works Department	508-393-5030
Census	Town Clerk	508-393-5001
Class I, II, III Licenses	Administration/Selectmen	508-393-5040
Common Victualler Licenses	Administration/Selectmen	508-393-5040
Community Bulletin Board	Cable Access TV	508-393-6195
Conservation Issues	Engineering	508-393-5015
Counseling	Family & Youth Services	508-393-5020
Death Certificates	Town Clerk	508-393-5001
Dog Issues	Animal Control	508-842-8208
Dog Licenses/Fine Payments	Town Clerk	508-393-5001
Earthwork Issues	Engineering	508-393-5015
Electrical Permits	Building Department	508-393-5010
Economic Development	Administration	508-393-5040
Employment Opportunities	Administration	508-393-5040
Excise Bill Payments	Treasurer/Collector	508-393-5045
Firearm Permits	<i>Police Headquarters, 211 Main St.</i>	508-393-1515
Food Service Permits	Board of Health	508-393-5009
Fuel & Food Assistance	Family & Youth Services	508-393-5020
GIS Maps	MIS/GIS	508-393-1525
Historical Commission Info	Administration	508-393-5040
Human Services	Administration	508-393-5040
Library Services Wireless Internet	<i>Library, 34 Main Street</i>	508-393-5025
Liquor Licenses	Administration/Selectmen	508-393-5040
Marriage Licenses	Town Clerk	508-393-5001
Motor Vehicle Abatements	Assessors	508-393-5005
Motor Vehicle Excise Questions	Assessors	508-393-5005

SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #
Park/Field Usage	Recreation	508-393-5034
Personnel Inquiries	Administration	508-393-5040
Plumbing & Gas Permits	Building Department	508-393-5010
Property Info, Assessments, Record Cards	Assessors	508-393-5005
Raffle Permits	Town Clerk	508-393-5001
Recreation Program	Recreation	508-393-5034
Recycling Information/Bins	Engineering	508-393-5015
Residents Listing Book	Town Clerk	508-393-5001
School-Age Child Care	Northborough Extended Day Program	508-393-7020
School Administration	<i>Supt., 53 Parkerville Rd., Southboro</i>	508-486-5115
Senior Citizen Information	<i>Senior Center, 119 Bearfoot Road</i>	508-393-5035
Septic System Installations	Board of Health	508-393-5009
Site Plans	Planning	508-393-5019
Smoke Detector/Carbon Monoxide Certificates	<i>Fire Headquarters, 11 Pierce Street</i>	508-393-1537
Street/Sidewalk Issues	Public Works Department	508-393-5030
Subdivision Plans	Planning	508-393-5019
Swimming Pool Permits	Building Department	508-393-5010
Tax Bill Payments	Treasurer/Collector	508-393-5045
Tax Exemptions	Assessors	508-593-5005
Town Code/Town Bylaws	Town Clerk	508-393-5001
Trash Collection	Engineering	508-393-5015
Trench Permits	Building Department	508-393-5010
Vaccination Information	Board of Health	508-393-5009
Veterans Information	Veterans Agent	508-393-5024
Voter Registration	Town Clerk	508-393-5001
Water/Sewer Bill Payments	Public Works Department	508-393-5030
Website Information	MIS/GIS	508-393-1525
Wood/Pellet Stove Permits	Building Department	508-393-5010
ZBA Special Permits/Variations	Planning	508-393-5019

