



About the Cover

In January 2014, the Board of Selectman proudly proclaimed the Town of Northborough as a Purple Heart Community in honor of the service and sacrifice of our nation's men and women in uniform that were wounded or killed while serving to protect the freedom enjoyed by all Americans. In the presence of local veterans, the Board was presented with a Purple Heart Plaque by Leo David Agnew, the State Department Commander of the Massachusetts Military Order of the Purple Heart.

At the start of the Selectmen's Meeting on September 8, 2014, members of the Board, along with State Representatives Harold Naughton and Danielle Gregoire paid tribute to Army Specialist Brian Arsenault, a Northborough resident who was valiantly killed in action on September 4, 2014 while serving with Company B, 1st Battalion 504th Parachute Infantry Regiment, 1st Brigade Combat Team, 82nd Airborne Division in Ghazni, Afghanistan. Brian was awarded the Bronze Star, Purple Heart, Army Commendation Medal, Combat Infantry Badge, National Service Medal, Afghanistan Service Medal and numerous other commendations. As citizens turned out by the hundreds to line the motorcade route, Specialist Arsenault was laid to rest on September 16, 2014 with full military honors. The Board of



Selectmen extends its appreciation to the entire community for the overwhelming love and support extended to the Arsenault family.

At the December Selectmen's Meeting, Director of Veterans Services Adam Costello presented the POW/MIA Chair of Honor on behalf of the Town. The Chair will serve as a portable memorial to remind residents of the approximately 100,000 servicemen and women who remain unaccounted for from the nation's wars. State Secretary of Health and Human Services John Polanowicz was present as well as members of the American Legion Post #234. Also present were members of the Rolling Thunder motorcycle club, who began the program as a way of keeping prisoners of war and those unaccounted for on battlefields from being forgotten. Some 150 chairs are now on display across the state. The Chair of Honor was displayed at the Northborough Senior Center and was then displayed in other locations throughout the Veterans District communities of Grafton, Shrewsbury and Westborough.

The 2014 Annual Town Report is dedicated to our nation's men and women in uniform who have devoted their lives to protecting America's security and freedom. To the families that support them, may you find peace and happiness in the support of your family, friends and the entire community that stands beside you.





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Community Profile

Incorporated

- 1766

Land Area

- 18.72 Sq. Miles

Public Roads

- 92.76 Miles

County

- Worcester

Population

- 14,523

Form of Government

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

FY2015 Tax Rate per Thousand

- \$16.73

FY2015 Average Single Family Home Value

- \$387,617

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

www.town.northborough.ma.us

Town Offices

63 Main Street

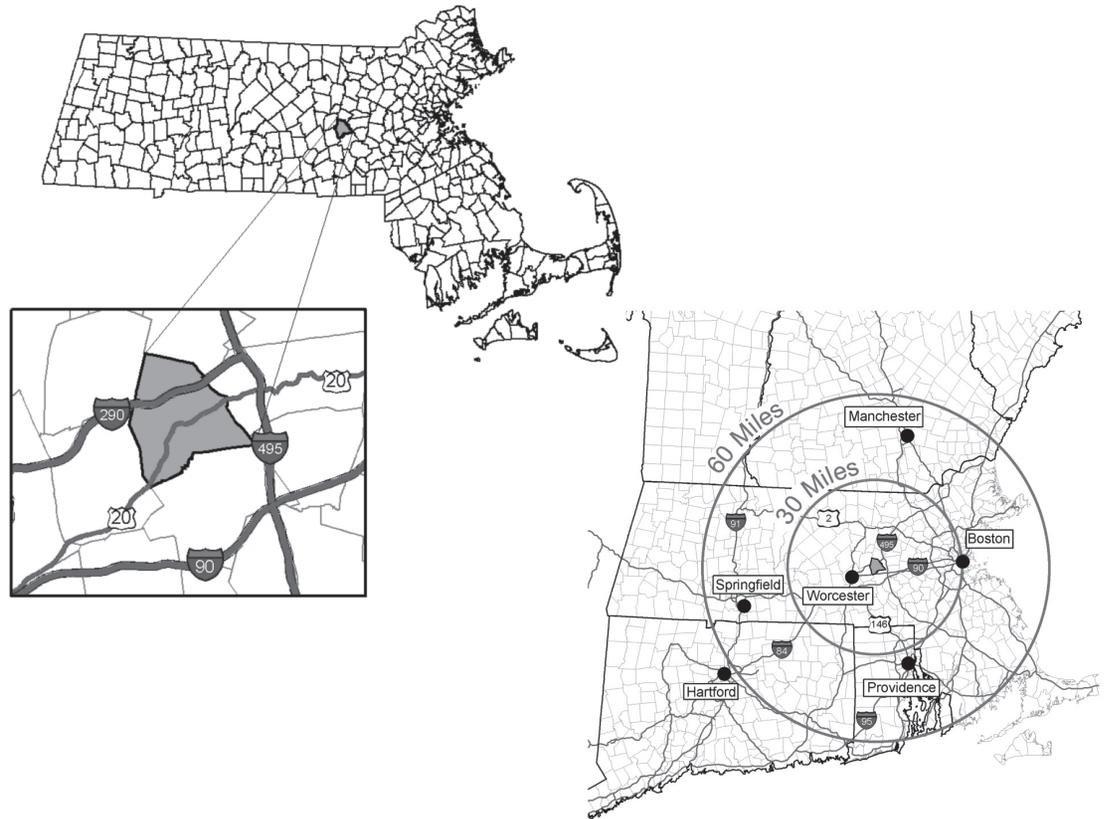
Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

townadmin@town.northborough.ma.us

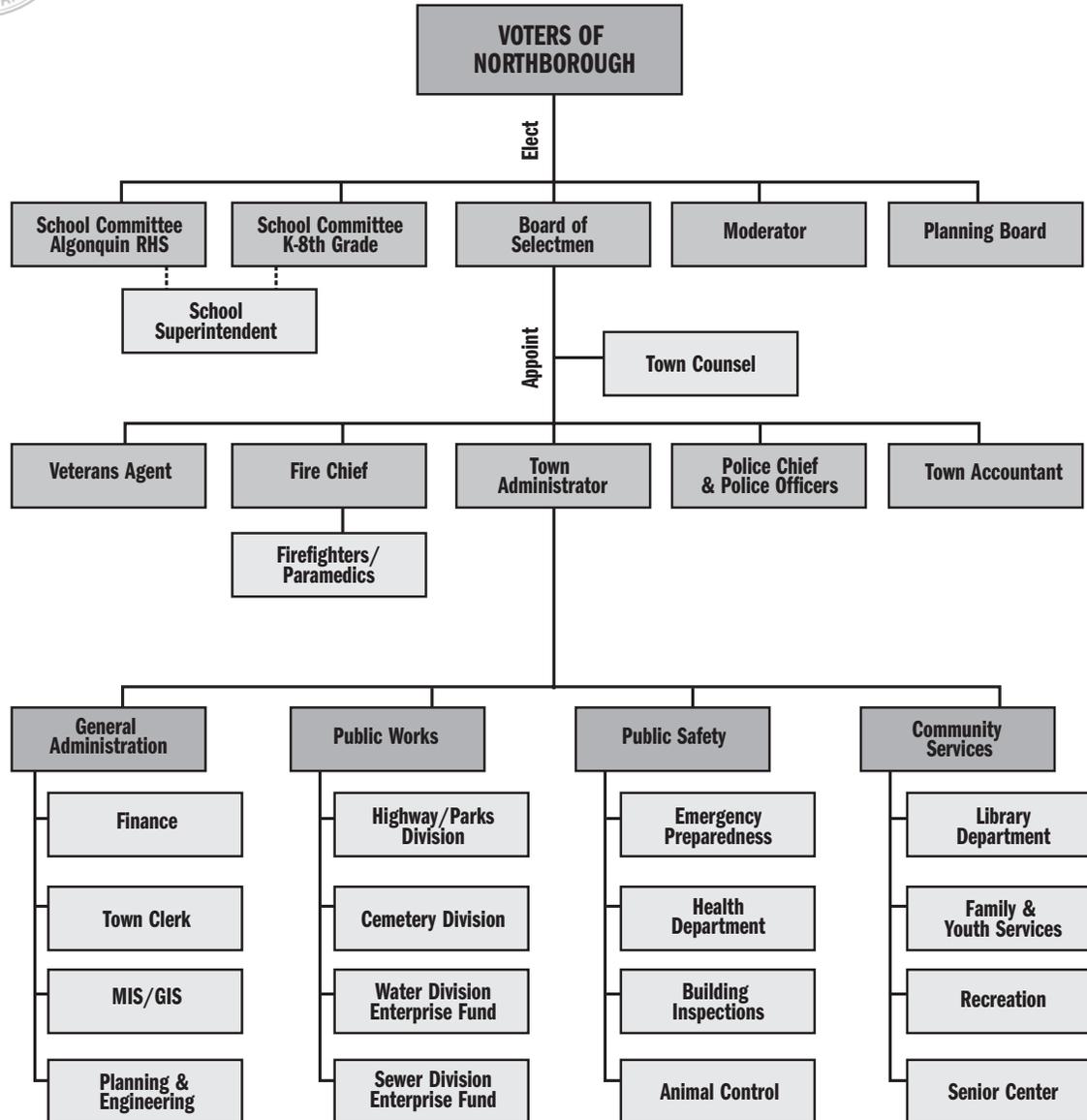
In The Center Of It All: Northborough, Massachusetts



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

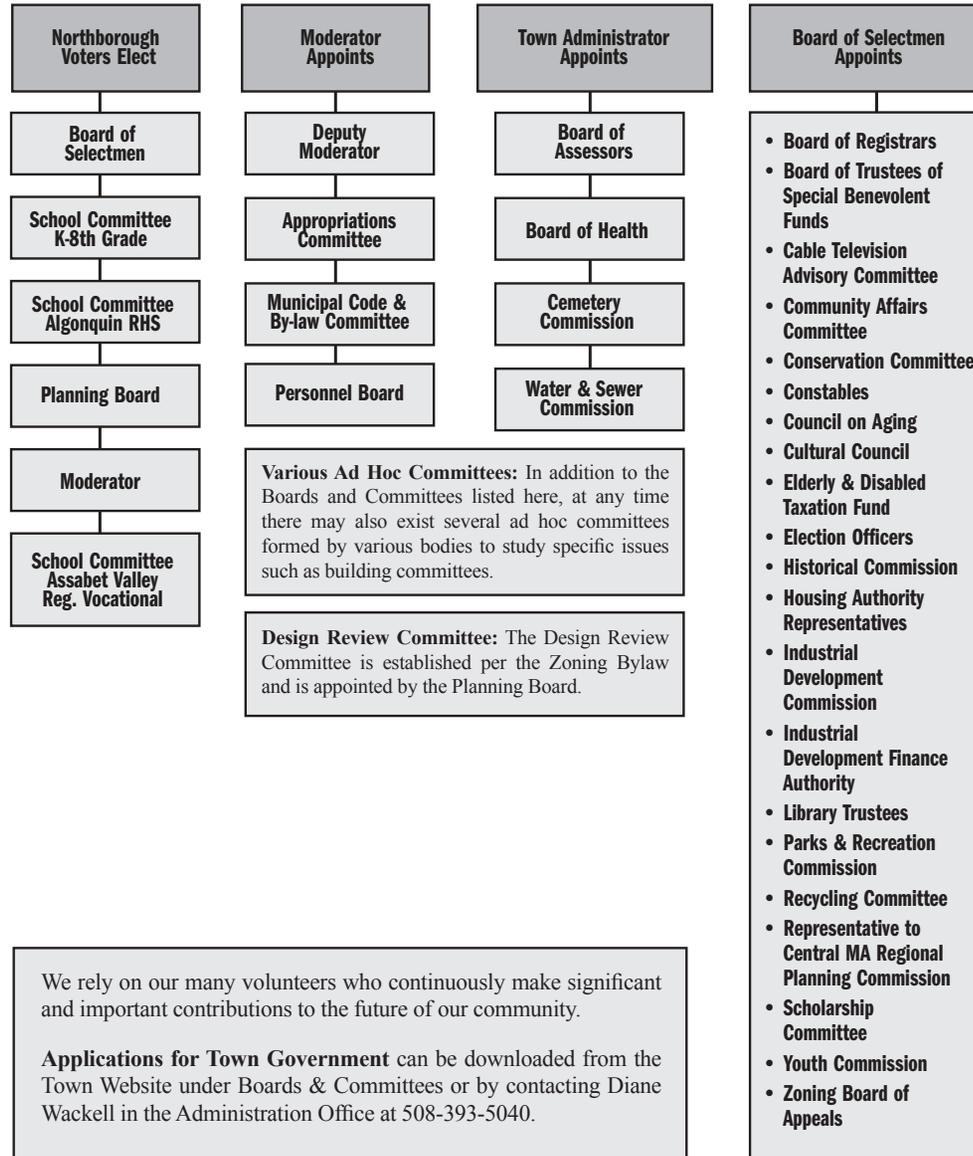


Personnel Appointing Authority

- **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



We rely on our many volunteers who continuously make significant and important contributions to the future of our community.

Applications for Town Government can be downloaded from the Town Website under Boards & Committees or by contacting Diane Wackell in the Administration Office at 508-393-5040.

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 & Worcester District

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



Elected Officers

Moderator

Frederick A. George

Deputy Moderator

Gerald Hickman

Board of Selectmen

Dawn Rand, Chrm

Jeff Amberson

William Pantazis

Jason Perreault

Leslie Rutan

Planning Board

Theresa Capobianco, Chrm

Michelle Gillespie

Leslie Harrison

George Pember

Amy Poretski

Assabet Valley Regional Vocational District School Committee

Virginia Simms George

Northborough School Committee

Patricia Kress, Chrm

Jennifer Drohan

Joan Frank

John Kane, III

Susan Lawrence

Northborough/Southborough Regional School Committee

N-Helynn Winter, Chrm

N-Joan Frank

N-Patricia Kress

N-Barbara O'Mara

N-Ganaraja Thejaswi

S-Paul Butka

S-Susan Dargan

S-Kathleen Harragan Polutchko

S-Daniel Kolenda

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

Gregory DePaoli

Jack Gold

*Jeff Junker

*James Murphy

Cemetery Commission

Gail Forsberg

William Graham

Maureen Sargent

Community Affairs Committee

Lisa Hodge, Chrm

JoAnne Gorham

Patricia Griffin

Christine Huggins

Kara McCormick

Erika Robinson

Amy Rogers

Karen Marie Tucker

*Linda Levitt

*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)



Boards, Committees, Commissions

Conservation Commission

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

Constables

Ralph Bibeau
Raymond Reynolds
**Lawrence Beatty*

Cultural Council

Carl Kinkel, Chrm
Catherine Arcona
Stephen Dennis
Yurima Guilarte-Murphy
Ande Lockwood
Steve Smith
Justin Snook
**Myrna Garber*

Design Review Committee

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

Earthwork Board

Janet Sandstrom, Chrm
Thomas Beals
Frederic Philcox
Anthony Pini
Anthony Ziton

Elderly & Disabled Taxation Fund Committee

Jennifer Critchlow
Arlene Parker
Muriel Swenor

Financial Planning Committee

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

Groundwater Advisory Committee

Bryant Firmin
Diane Guldner
Deirdre O'Connor
William Pantazis
George Pember

Board of Health

Glenn French, Chrm
Dilip Jain
Deirdre O'Connor

Historical Commission

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

Historical District Commission

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

Housing Authority

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

Housing Partnership

Rick Leif, Chrm (Planning Board)
Nicole Carey
Michael Durkin
Jane Fletcher
Jeff Amberson (Selectmen)

Industrial Development Commission

Mark Donahue, Chrm
Budhinath Padhy

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
Jack Sharp
John Stoddard
Barbara Virgil

Municipal Code & Bylaw

Lorraine Leland, Chrm
Peter Brockmann
Andrea Leland
**Richard Kane*
**Telford Knepper*

Open Space Committee

John Campbell, Chrm
Charles Bradley
Dan Clark
Ashley Davies

Open Space Committee

Robert Mihalek
Jeff Amberson (Selectmen)
Leslie Harrison (Planning Board)
David Putnam (Parks & Rec)
Greg Young (Conservation)
**William Coder*

Parks & Recreation Commission

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

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
Brian Belfer
Charles Bradley
Matthew Cooper
George Curtis



Boards, Committees, Commissions

Trails Committee

Sherral Devine
 Mary Jaiswal
 Nancy Kellner
 Forest Lyford
 Andrew Petlock
 James Stein
 Marielle Stone
**Dominik Faissler*
**Marie-Anne Faissler*
**Claude Guerlain*
**John Karpuk*
**Scott Karpuk*

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*

Zoning Board of Appeals

Fran Bakstran, Chrm
 Robert Berger
 Brad Blanchette
 Richard Rand
 Mark Rutan
**Richard Kane*

**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	Town Hall
Board of Health	2nd Tuesday	6:00 PM	Town Hall
Conservation Commission	2nd Monday	7:00 PM	Town Hall
Northborough School Committee	1st Wednesday	7:00 PM	Melican Middle School
Parks & Recreation Commission	1st Tuesday	5:30 PM	Town Hall - Recreation Center
Planning Board	1st & 3rd Tuesdays	7:00 PM	Town Hall
Regional School Committee	3rd Wednesday	7:00 PM	Algonquin High School
Zoning Board of Appeals	4th Tuesday	7:00 PM	Town Hall

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.



Appointed Officers

Town Administrator

John W. Coderre

Assistant Town Administrator

Kimberly Foster

Executive Assistants

Donna McIntosh

Diane Wackell

Finance Director

June Hubbard-Ward

Asst. Treasurer/Collector

Wendy Ricciardi

**Cheri Cox*

Asst. Tax Collector

Elaine Dell'Olio

Financial Assistant

Marijane Pescaro

Town Accountant

Jason Little

Assistant Town Accountant

Peter Crepeault

**Wendy Ricciardi*

Principal Assessor

Daniel Brogie

Part-time Assessors

James Dillon

Arthur Holmes

Assessor's Assistants

Julie Brownlee

Susan Reagan

**Mary Carey*

Town Clerk

Andrew Dowd

Assistant Town Clerks

Janet Bartolane

Diane Wackell

Town Counsel

Kopelman & Paige

Town Planner

Kathryn Joubert

Town Engineer

Fred Litchfield

Administrative Assistant

Debra Grampietro

Conservation Agent

Kale Kalloch-Getman

**Mia McDonald*

Conservation/Earth Removal Board Secretary

**Eileen Dawson*

ZBA Board Secretary

Elaine Rowe

Town Hall/Police Custodian

Hosannah Pires



Police Chief

Mark K. Leahy

Police Lieutenant

William E. Lyver, Jr.

Police Sergeants

Demosthenes Agiomavritis

James Bruce

Joseph Galvin

William Griffin

Detective Sergeant

Brian Griffin

Patrol Officers

Kostas Agiomavritis

Michael Bisset

Joseph Donahue

Justin Faucher

Robert Haglund

Patrick Kelly

Scott Maffioli

Thomas McDonald

Eric Michel

Jeffrey Noel

Michael Prizio

James Scesny

Jeremy Trefry

Administrative Assistant

Karen Mueller

Supervisor of Communications & Records

William Toomey

Dispatchers

Chris Carleton

Dennis Carlson

Christopher Cherry

Nicole Desruisseaux

Amanda Stone

**Thomas McDonald*

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

Firefighters

Michael Serapiglia

Trainees

Patrick Byrne

Daniel Gaudette

Andrew Morris

John Stone

Safety/Fire Prevention

Richard Sargent

Administrative Assistant

Lorraine Cain

**Deborah Bent*

Chaplain

Richard Martino

Haz Mat Assistant

Nancy Lepore

Office Assistant

**Laurie Gaudette*

**Resigned / Retired / Term Expired / Other*



Public Safety

Inspector of Buildings

Nicholas Antanavica
**Frederick Lonardo*

Local Building Inspector

Joseph Atchue
**Robert Frederico*

Administrative Assistants

Louise Leo
Sarah Jean

Animal Inspector

Leslie Boardman

Plumbing & Gas Inspector

A. Richard Desimone

Call Assistant

Plumbing & Gas Inspector

Henry Pacific

Wiring Inspector

Robert Berger

Call Assistant

Wiring Inspectors
William Reilly



Public Service

Cable Access Director

Kathleen Dalglish

Studio Assistant

Terry Crean
Michael Davis

MIS/GIS Director

David Kane

Assistant MIS/GIS Director

John Sabatini

Public Works Director

Daniel Nason

Administrative Assistants

Lynda LePoer
Robbie Powers
Beth Webster

Public Works Superintendent

David Robillard

Highway/Parks Supervisor

Gregg Senecal

Heavy Equipment Operators

Christopher Carlin
Edward Faford
Richard Frederick
David Lane
Richard Lane
Donald LeBlanc
Lucas Szufat
**Patrick Marmysh*

Mechanic

Michael Roberts

Water/Sewer Supervisor

Timothy Davison
**Paul Corbosiero*

Water/Sewer Maintenance Workers

Taylor Cheverier
Steven Jobs
Jeremy Weeks
**Timothy Davison*



Health & Human Services

Health Agent

Jamie Terry

Administrative Assistants

Louise Leo
Sarah Jean

Senior Center Director

Kelly Burke

Outreach Coordinator

Jocelyn Ehrhardt

Office Assistant

Nancy Dragon

Bistro Manager

Victoria Killeen

Van Drivers

Kevin Daley
Joseph Duca
David Farrar
Dennis Parker
Bob Williams
**Joseph LaValle*

Family & Youth Services Director

June David-Fors

FYS Counselor

**Sandra Peters*

Office Assistant

Kathy Brumby

Veterans' Services Director

Adam Costello
**George Perry*

Veterans' Agents

Kenneth Ferrera
Michael Perna



Culture & Recreation

Library Director

Jean Langley

Librarians

Laura Brennan
Deborah Hersh
Bonny Krantz
Justin Snook
**Ann Robinson*

Circulation Desk Supervisor

Kristen Bartolomeo
**Julie Brownlee*

Library Assistants

Juliane Bozicas
Sidney Field
Nancy Hallock
Geneinde Jones
Tracey Loconto
**Kristen Bartolomeo*
**Rebecca Bookhout*

Financial Assistant

Kathleen Whitman

Recreation Director

Allison Lane

Administrative Assistant

Michelle Lyseth

**Resigned / Retired / Term Expired / Other*



Board of Selectmen

Dawn Rand, 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-broadcasted 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 719 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 subscribe to receive these emails as this is a timely and cost-effective communication tool. Residents can subscribe at: www.town.northborough.ma.us/subscriber

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 2015 Budget, a budget that maintained level services and that was within the confines of Proposition 2½ was presented and adopted at the 2014 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 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.



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

Happy 250th Birthday Northborough – January 24, 1766

In March 2014, the Northborough Board of Selectmen created a 250th Town Anniversary Committee to plan events during the 2016 calendar year for the 250th Anniversary Celebration of Northborough. The Committee's mission is to plan and coordinate a series of events, learning activities, social and cultural opportunities which will lead to an expanded awareness and appreciation by all of the rich 250 year history, life experience and growth of the Town of Northborough. For updated information, please visit the 250th Town Anniversary Committee page on the Town website and on Facebook.

Volunteers Help Shape our Community

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

JULY 2015

SUNDAY							MONDAY							TUESDAY							WEDNESDAY							THURSDAY							FRIDAY							SATURDAY																																																																																																								
<table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <tr> <th colspan="7">JUNE 2015</th> <th colspan="7">AUGUST 2015</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> <tr> <td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td> <td>30</td><td>31</td><td></td><td></td><td></td><td></td><td>1</td> </tr> <tr> <td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td> <td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td> </tr> <tr> <td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td> <td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td> </tr> <tr> <td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td> <td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td> </tr> <tr> <td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td> <td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td> </tr> </table>														JUNE 2015							AUGUST 2015							S	M	T	W	T	F	S	S	M	T	W	T	F	S		1	2	3	4	5	6	30	31					1	7	8	9	10	11	12	13	2	3	4	5	6	7	8	14	15	16	17	18	19	20	9	10	11	12	13	14	15	21	22	23	24	25	26	27	16	17	18	19	20	21	22	28	29	30					23	24	25	26	27	28	29	Fiscal Year 2015 begins							1							2							3 Independence Day - observance <i>Town Offices Closed</i>							4						
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Town Administrator

John W. Coderre, *Town Administrator*

As we look back on 2014 one theme that emerges is that Northborough is not only thriving today, but squarely focused on making sure it remains a vibrant community well into the future. The forward thinking perspective is inherent in every decision made by Town leaders as evidenced by the projects and initiatives advanced throughout the past year.

Financial Planning

First and foremost, the Town's financial planning is focused on protecting and improving the Town's overall Financial Condition, which is broadly defined as our ability to maintain existing service levels; withstand local and regional economic disruptions; and meet the demands of natural growth, decline, and change. That means engaging the Town's policy-making boards and committees in regular discussions that reinforce the need for long-range considerations in the annual budget process, so that important policy decisions are not controlled by financial problems or emergencies. To that end, budgets are developed in conformance with the Town's comprehensive financial policies and do not rely on one-time gimmicks or unsustainable practices.

Every decision or initiative that comes forward seeks to protect the Town's long-run solvency beyond the immediate budget cycle through clear policies regarding topics such as debt, pension obligations, Other Post-Employment Benefits (OPEB) liabilities and capital investment. Town Officials have an excellent understanding of the areas they control or influence and consciously build capacity into their conservative budgeting practices to effectively manage the unexpected and unforeseen. This is accomplished through an annual practice that requires all the financial boards and committees

to meet jointly to review the latest results of the Town's Financial Trend Monitoring Report.

Capital Investments

With regard to capital assets the Town has invested \$9.6 million in pay-as-you-go capital projects with no finance charges or additional General Fund tax impact since FY2012. This has been accomplished through a policy decision to strictly limit one-time revenues in the operating budget to approximately 1% and diverting the remaining funds to one-time capital expenses. The result has been significant investment in our equipment and facilities throughout the entire recessionary period. One-time revenues that were once used to grow recurring operating budgets have been diverted to fund capital projects such as roofs, boiler replacements, vehicles and major equipment replacements. With each passing budget cycle Northborough's financial condition grows stronger because the regular investment in our capital assets is something that will minimize future maintenance and replacement costs. In addition, as the Town stops adding debt for smaller projects, capacity is created in the operating budget as existing debt gets paid off.

During 2015 the Town voters overwhelmingly approved the \$25.5 million Lincoln Street Elementary School renovation/addition project, in part because Town Officials were able to effectively communicate how the project fit into the Town's overall debt management plan and the six-year capital improvement plan.

Infrastructure Improvements

In addition to our public buildings and equipment, the Town completed a Pavement Management Plan inventory and assessment in 2014. Essentially, a Pavement Management Plan is the practice of planning for pavement maintenance and rehabilitation with the goal of maximizing the value and life of a pavement network in order to get "the most bang for your buck." The Plan provides a comprehensive assessment of all the roads in Town and a corresponding funding plan tied to specific results.

According to the comprehensive plan, Northborough needs to spend at least \$1.1 million each year just to maintain



*Presentation of 5th Consecutive GFOA Award:
Shown from left - Finance Director June Hubbard-Ward,
Town Administrator John Coderre, Selectmen Chair
Dawn Rand, Assistant Town Administrator Kimberly Foster
and Town Accountant Jason Little.*

its existing pavement condition and not see its roads deteriorate further. Recent advocacy by the Massachusetts Municipal Association resulted in the increase of State Chapter 90 (transportation bond) funding from \$475,000 to \$744,000 for Northborough. The plan in 2015 is to augment the increased Chapter 90 funding with increased local spending to reach the Pavement Management Plan's minimum target funding goal of \$1.1 million. It is anticipated that significant roadway work will begin in 2015 based upon the planning and advocacy efforts of 2014.

Lastly, 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 six consecutive capital and operating budgets to Town Meeting with unanimous support. Northborough's leaders have consistently sought to solve today's challenges in a measured approach that does not sacrifice the financial integrity of future generations. These difficult decisions and plans have been completed in a manner that respects the participants and has at its core a culture of collaboration. It is my sincere pleasure to be part of such an organization.

AUGUST 2015

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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 FY2014 with an unassigned fund balance in the General Fund of \$5.14 million, a significant increase over the previous year due to one-time funds that were closed to Free Cash. Our total reserves were also increased with certified Free Cash at \$3.93 million and our Stabilization Fund balance at \$3.69 million. In total, these reserves represent over 10.0% of our total budget. Our Independent Auditor completed the FY2014 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 experience steady growth. Both the DOW and the S&P 500 recently reached records levels.

The Commonwealth of Massachusetts released an additional \$100 Million in Chapter 90 road funds for municipalities, but has a mid-year budget gap that some estimate could exceed \$500 Million. State officials have announced local aid will not be reduced to reduce the Commonwealth's budget gap.

At the local level, real estate tax collections are currently favorably at a five year average of 99.4% of revenue collected in the current year. Income levels remain strong with personal income per capita above the state average and the latest data suggests that the local unemployment rate is virtually the same as the average of the Commonwealth. At some point in the future, interest rates are expected to increase and until that happens, investment income will again be realized at a reduced level through the coming year.

NORTHBOROUGH RECEIVES DISTINGUISHED BUDGET AWARD FOR FIFTH CONSECUTIVE YEAR



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Town of Northborough
Massachusetts**

For the Fiscal Year Beginning

July 1, 2014

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, 2014 to June 30, 2015.

SEPTEMBER 2015

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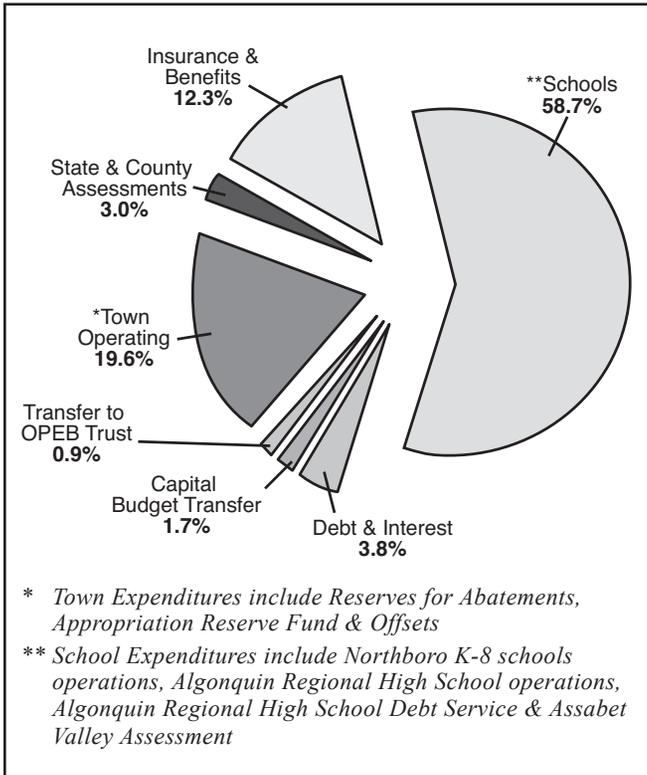


Finance Department

Budget in Brief

The FY2015 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 2015 Expenditures



FY2015 Budget

EXPENDITURES	FY2014 Budget	FY2015 Budget	Variance	% Change
General Government (Town)	\$18,056,813	\$18,798,363	\$741,550	4.11%
Schools				
Northborough K-8	\$20,372,564	\$21,209,216	\$836,652	4.11%
Algonquin 9-12	\$8,835,115	\$9,171,070	\$335,955	3.80%
HS Debt Exclusion	\$659,761	\$657,234	(\$2,527)	-0.38%
Algonquin FY14 Credit	\$0	(\$164,727)	(\$164,727)	100.00%
Assabet Valley	\$646,939	\$828,280	\$181,341	28.03%
Assabet Renovation Project	\$1,044	\$11,473	\$10,429	998.95%
Reserve Fund	\$150,000	\$150,000	\$0	0.00%
Free Cash Capital Projects	\$1,309,307	\$893,500	(\$415,807)	-31.76%
Transfer to OPEB Trust	\$0	\$500,000	\$500,000	100.00%
Zeh School Debt Service	\$483,320	\$462,759	(\$20,561)	-4.25%
Colburn Street Debt Service	\$75,845	\$73,673	(\$2,172)	-2.86%
Library Debt Service	\$414,195	\$407,120	(\$7,075)	-1.71%
Senior Center Debt Service	\$465,695	\$455,545	(\$10,150)	-2.18%
Other Funds	\$352,584	\$530,954	\$178,370	50.59%
Adjustments	\$35,981	\$0	(\$35,981)	
Subtotal General Fund	\$51,859,163	\$53,984,460	\$2,125,297	4.10%
Water Enterprise Fund	\$2,169,985	\$2,174,510	\$4,525	0.21%
Sewer Enterprise Fund	\$1,448,115	\$1,594,271	\$146,156	10.09%
Solid Waste Enterprise Fund	\$759,099	\$755,160	(\$3,939)	-0.52%
Subtotal Enterprise Funds	\$56,236,362	\$4,377,199	\$146,742	9.78%
TOTAL ALL FUNDS	\$56,236,362	\$58,508,400	\$2,272,038	4.04%



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, 2014 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 2014 statements reflect GASB Statement #45, which requires actuarial valuations 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, 2014

	Governmental Activities	Business-Type Activities	Total
Assets			
Current assets:			
Cash and cash equivalents	\$ 17,573,415	4,139,574	21,712,989
Investments	6,944,860	-	6,944,860
Receivables (net of allowance for uncollectibles)	1,800,359	949,134	2,749,493
Due from commonwealth	862,231	6,683	868,914
Other assets	24,704	-	24,704
Total current assets	27,205,569	5,095,391	32,300,960
Non-current assets:			
Special Assessments	-	1,214,021	1,214,021
Due from Commonwealth	1,424,208	81,759	1,505,967
Capital assets:			
Assets not being depreciated	14,873,112	3,611,176	18,484,288
Assets being depreciated, net	32,663,826	13,739,761	46,403,587
Total non-current assets	48,961,146	18,646,717	67,607,863
Total assets	76,166,715	23,742,108	99,908,823
Deferred Outflows of Resources			
Property taxes billed in advance	20,777,318	-	20,777,318
Liabilities			
Current liabilities:			
Warrants and accounts payable	1,502,102	14,135	1,516,237
Accrued payroll and withholdings	2,830,863	16,878	2,847,741
Other accrued liabilities	41,370	-	41,370
Accrued interest payable	134,673	62,180	196,853
Total current liabilities	4,509,008	93,193	4,602,201
Long-term liabilities:			
Due within one year:			
Compensated absences	168,875	24,498	193,373
Bonds payable	1,606,532	698,000	2,304,532
Due in more than one year:			
Compensated absences	99,940	-	99,940
Other post employment benefits	14,639,430	290,885	14,930,315
Bonds payable	12,587,480	5,532,538	18,120,018
Total long-term liabilities	29,102,257	6,545,921	35,648,178
Total liabilities	33,611,265	6,639,114	40,250,379
Deferred Inflows of Resources			
Unavailable revenue	20,777,318	-	20,777,318
Net Position			
Net investment in capital assets	34,767,134	11,202,158	45,969,292
Restricted for:			
Permanent funds - nonexpendable	586,323	-	586,323
Permanent funds - expendable	178,370	-	178,370
Capital projects	3,893,813	635,279	4,529,092
Grants and other	6,201,849	-	6,201,849
Unrestricted	(3,072,039)	5,265,557	2,193,518
Total net position	\$ 42,555,450	17,102,994	59,658,444



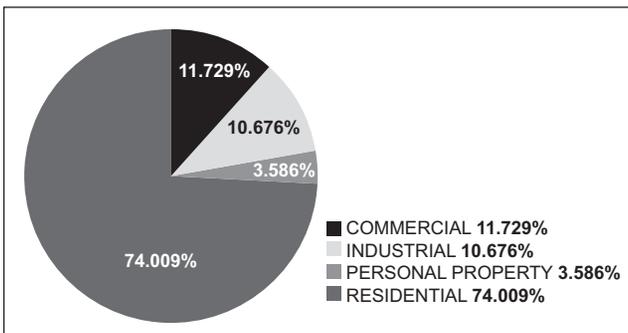
Assessing Division

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 6,335 taxable real and personal property accounts, of which 4,022 are single family residences. Various new development projects have provided \$38 million of new growth valuation. The FY2015 tax rate has been certified at \$16.73 and our total assessed valuation has increased to \$2.57 billion. Our tax base is diverse, with the ten largest taxpayers accounting for 13.65% of the total assessed valuation. Property tax collections remain strong with a 5 year average of 99.4% collected in the year of the tax levy.

FY2015 Valuation by Classification



Valuation by Classification

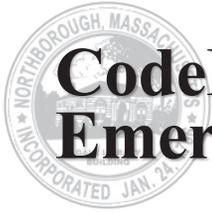
VALUATION	FY2011	FY2012	FY2013	FY2014	FY2015
RESIDENTIAL	1,890,669,400	1,902,482,700	1,857,906,419	1,836,849,924	1,901,181,910
OPEN SPACE	100,600	57,000	0	0	0
COMMERCIAL	180,875,800	232,323,100	290,418,511	297,500,177	301,314,148
INDUSTRIAL	281,489,900	272,000,400	267,829,738	268,980,228	274,257,128
PERSONAL PROPERTY	75,430,450	72,332,300	75,683,210	88,168,090	92,112,560
TOTAL VALUATION	2,428,566,150	2,479,195,500	2,491,837,878	2,491,498,419	2,568,865,746
TAX RATE (per thousand)	\$15.11	\$15.49	\$16.11	\$16.59	\$16.73
AVERAGE HOME VALUE	395,200	394,700	383,646	375,222	387,617
AVERAGE TAX BILL	\$5,971	\$6,114	\$6,181	\$6,225	\$6,485

Top Ten Taxpayers in Fiscal Year 2015

		TOTAL VALUATION	TOTAL TAXES ASSESSED	% of TOTAL	
1	NORTHBOROUGH RETAIL PROP LLC	NORTHBOROUGH CROSSING	111,605,800	1,867,165	4.34%
2	AVB NORTHBOROUGH, INC.	AVALON BAY COMMUNITIES	55,539,090	929,169	2.16%
3	IRON MOUNTAIN INFO MGT. INC.	171-175 BEARFOOT RD	38,642,180	646,484	1.50%
4	CABOT II MA1MO1 MO2 & MO4 LLC	WHITNEY ST & FORBES RD	28,872,600	483,039	1.12%
5	MASSACHUSETTS ELECTRIC CORP	NATIONAL GRID	27,801,960	465,127	1.08%
6	NORTON CO	SAINT-GOBAIN CORPORATION	19,224,900	321,633	0.75%
7	MM INDUSTRIAL BEE MAN RD LLC	1 BEEMAN RD	19,135,500	320,137	0.74%
8	REEP-IND. Lyman LLC	55 LYMAN ST	16,713,400	279,615	0.65%
9	GN11 FORBES RD. LLC	GENZYME CORPORATION	16,580,400	277,390	0.65%
10	WAL-MART REAL ESTATE	WAL-MART	16,557,270	277,003	0.64%
TOTAL TOP TEN TAXPAYERS			350,673,100	5,866,762	13.65%
TOTAL FY 2015 VALUATION OF THE TOWN			2,568,865,746		

OCTOBER 2015

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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 replaces 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

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](#)

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 2014 a fiber optic network was installed along a one mile stretch of Main Street, connecting the Police Department, Highway Garage, Town Hall, Library and Fire Department. The new fiber, which was approved at the 2014 Annual Town Meeting, replaces the Town's expired dark fiber lease with Charter Communications.

Work started on upgrades to the Town's servers and database applications in 2014. Virtualized servers were deployed as part of a plan to retire hardware and software that had reached end-of-life and were no longer supported by Micro-soft and other vendors. Upgrades to database and email servers will be completed in 2015.

After thoroughly evaluating several solutions, the Town's Building Department, Board of Health, Town Clerk, Selectman's Office and DPW are implementing a new permitting system. Deployment ramped up in the fall and will continue into 2015. The new system improves interdepartmental coordination, makes better use of technology for field inspections and will provide for online submittal of permit applications. The ZBA, Planning Board and Conservation Commission will be part of a second phase in 2015-2016.

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

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



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



Cody

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

License fees are: spayed/neutered - \$15.00 and intact males/females - \$20.00 Checks should be made out to the Town of Northborough. Unless already on file, a valid rabies certificate 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.

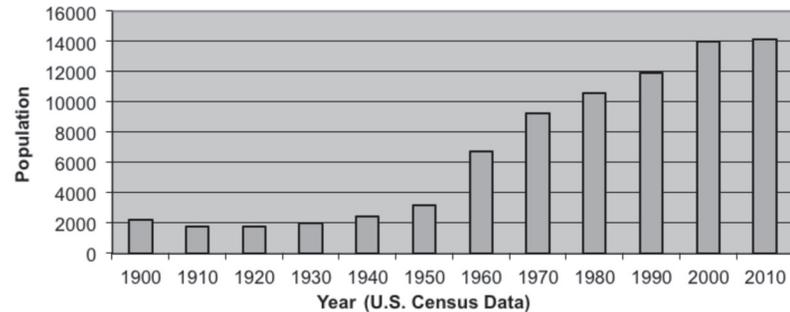
The Town Clerk serves as the Chief Election Official and as such is responsible for all Elections; local, state, and federal. In 2014 3 elections were held. Massachusetts General Law C.51 s.4 requires an annual census be mailed to each residence. Replying to the census assures that you remain on the active voter list.

In 2014 the Town Clerk's office conducted the following 3 elections: May 12th Annual Town Election, September 9th State Primary Election, November 4th State Election.

REGISTERED VOTERS – as of 12/31/2014

PRECINCTS	1	2	3	4	TOTAL
American Independent	0	0	0	1	1
Conservative	1	0	0	0	1
Democrats	620	551	588	531	2290
Green Party USA	0	0	1	0	1
Green Rainbow	3	4	2	1	10
Inter 3rd Party	2	0	0	3	5
Libertarian	3	5	6	6	20
MA Independent	2	0	0	1	3
New World Council	1	0	1	1	3
Republicans	399	376	400	398	1573
Unenrolled	1622	1584	1593	1605	6404
We The People	0	0	1	0	1
Working Families	0	1	0	0	1
Totals	2653	2521	2592	2547	10313

GROWTH TRENDS



VITAL STATISTICS – for 2014

Births - 119 Deaths - 149 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 five member elected 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 2014, plans reviewed and approved included three site plans for commercial and industrial development; two common driveway applications; one scenic road application; one residential subdivision creating five lots; and four 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 and the Board of Directors of the Citizen Planner Training Collaborative (CPTC).

Zoning Board of Appeals

The five member Zoning Board of Appeals, appointed by the Board of Selectmen, serves to hear and decide applications for special permits, variances, site plans, appeals, and comprehensive permits.

Fifteen petitions were filed and acted upon in 2014. Sixteen special permits and thirteen 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 \$400,000 was allocated to the Open Space Committee at the 2014 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 for the Tri Town Landscape Protection Project.

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.

Conservation Commission

The Conservation Commission is a seven member board appointed by the Board of Selectmen and 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 18 applications in 2014, 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. A Tree Removal Policy was adopted in 2013, 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 Commission's website. The Commission is currently partnering with 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



Center of Town from Above

Landscape Protection Project. Please contact the Planning Department if you have any questions about this particular land protection effort or any questions involving wetlands.

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. Please visit the Community Preservation Committee page on the Town Website to see approved funding for various projects at the 2014 Annual Town Meeting.

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

NOVEMBER 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Daylight Saving Time Ends	2	3	4	5	6	7
8	9	10	11 Veteran's Day <i>Schools/Town Offices Closed</i>	12	13	14
15	16	17	18	19	20	21 Town Hall, DPW and Senior Center Open <i>7AM - Noon</i>
22	23	24	25	26 Thanksgiving Schools/Town Offices Closed	27	28
29	30					

OCTOBER 2015

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DECEMBER 2015

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27	28	29	30	31		



Fred Litchfield, P.E., Town Engineer

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

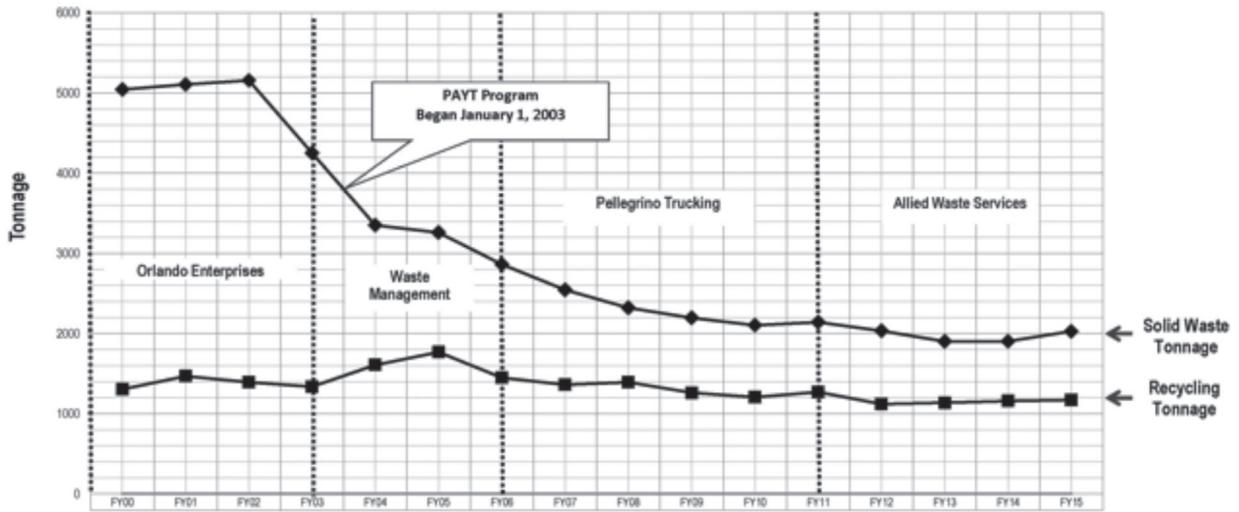
Construction Projects

The Engineering Department presented Cyrus Way, Johnson Avenue Extension and Weber Lane at the Annual Town Meeting for acceptance as public ways. The Engineering Department also presented a roadway widening easement for Otis Street and a sidewalk easement for Whitney Street for acceptance at the Annual Town Meeting. 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 preparing some bid packages for various utility and construction projects.

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 five (5) times, held 5 public hearings and issued 4 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. The Permit Extension Act has expired and all Earthwork Permits are again required to be renewed annually until complete.

Trash-Recycling Comparison Chart FY00 - FY15



Route 20 Resurfacing Project

The Town Engineer is acting as the liason for the Town with the Massachusetts Department of Transportation and J. H. Lych & Sons, Inc. , the contractor resurfacing Route 20. The proposed resurfacing included the installation of some sidewalk, some new handicapped access ramps and the installation of a new roadway surface which extended from Tomblin Hill Road to the easterly Town line near Marlboro. The proposed changes are substantially complete at this point with only a few handicapped access ramps and some pavement markings remaining.

Collection of Solid Waste and Recycling

The Town entered the fourth 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 iniated 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.

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 Styrofoam recycling day held at the DPW Garage n conjunction with 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, styrofoam 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 2015

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Mark K. Leahy, Chief of Police

I am pleased to provide you with the 2014 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 fifty-five 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, 2014, the Northborough Police Department is staffed as shown below:

- 1 Chief of Police
- 1 Lieutenant
- 4 Sergeants
- 1 Detective Sergeant
- 12 Patrolmen
- 2 Detectives
- 1 Administrative Assistant
- 1 Communications Supervisor
- 5 Public Safety Dispatchers

28 Total Employees

During 2014, the Northborough Police performed 27,439 service calls (which include self-initiated traffic stops by our Officers), an 11% increase over 2013. This total included 8,776 building checks; 2,778 bank/business checks; and 1,201 vacant house checks, usually vacationers.

In 2014, we responded with and assisted the Northbor-

ough Fire Department with 960 ambulance calls and 436 other service calls.

Alphabetically, the larger or significant categories were:

Alarms (burglar, fire, panic, hold-up, etc.)	820
Ambulance calls	960
Assist Fire Department	436
Bank/business checks	2778
Building/Property checks	8776
Breaking and Entering	31
Family offenses	122
Homicide	0
Larceny	96
Motor vehicle accidents	345
Operating under the Influence arrests	71
Suspicious persons/vehicles	650
Traffic citations issued	5805
Vacant house checks	1201
Verbal traffic warning	1800

To ensure prompt service, we responded to and arrived at 93.4% of all calls for service in less than five (5) minutes, with 84.0% 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



Northborough Police receiving multiple traffic safety awards from AAA at their annual awards ceremony at the Beechwood Hotel in Worcester on December 16, 2014. (L-R, Lieut. William Lyver, Ofc. Phillip Martin, Diana Dias of AAA, Chief Mark K. Leahy, Sgt. William Griffin, Sgt. Demosthenes Agiomavritis)

community receive a telephone call every morning from the Police Department, and are simply asked if they are okay. Please remember this helpful program for any senior citizens that you believe could benefit from a daily check.

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

As I say each year, please remember that we are your Police Department. As shown above, the majority of our time, effort and services are geared towards crime prevention and the safety of our residents. Every day we strive to diligently seek out and stop crime before it finds us. Please contact us if we can be of assistance to you. We 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 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	DECEMBER 2015 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	FEBRUARY 2016 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			1 <i>New Year's Day Schools/Town Offices Closed</i>	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 <i>Martin Luther King Day Schools/Town Offices Closed</i>	19	20	21	22	23
24	25	26	27	28	29	30



Fire Department/ Emergency Medical Services

David M. Durgin, Fire Chief

The following information and statistics are provided for the Northborough Fire Department for 2014.

Emergency Incident Response



During the year, the Northborough Fire department responded to 2,128 emergency incidents and performed 1,094 inspectional services. Comparative analysis of thirteen other similar-sized communities reveals the fire department operates at a 46% below average cost per capita and 39% below average cost per incident.

Fire loss during the year totaled \$93,500 with \$81,100 from structure losses, \$9,200 from vehicle losses, and \$3,200 from other unclassified losses. I am pleased to report that there were no fire-related civilian deaths, and only one civilian injury, and no firefighter injury from fire in 2014.

CAPITAL ACQUISITIONS

Through continued increased funding in the department's Capital Purchase Line Item, six sets of firefighting personal protection ensembles were replaced with integrated escape harnesses. Thirty structural firefighting helmets were replaced that were beyond the ten year NFPA usable service life. We also replaced an obsolete floating pump, rescue cut-off saw, and a ventilation fan. As part of an Executive Office

of Public Safety 50/50 match grant, the department's ten automated external defibrillators were replaced. The units would have reached their ten year serviceable life span in 2015.

Ambulance / Advanced Life Support

During 2014 the department responded to 1,246 requests for emergency medical services. The department operates two Class One state-licensed ambulances at the paramedic advanced life support level.

Local Emergency Planning Committee

Northborough's state-certified LEPC updates and maintains the town's Hazardous Materials Plan/Comprehensive Management Plan for facilities and hazardous chemicals in the town. This is done through the federal requirements as outlined by the Emergency Planning and Right-to-Know Act. In 2014, the LEPC held two meetings to review planning information, including Emergency and Hazardous Chemical Inventory forms, which were submitted by local facilities. They discussed the current Hazardous Materials Emergency Management Plan for future changes and improvements. Public outreach for the LEPC awareness was accomplished through postings on the LEPC page of the town's website, cable TV ads, a legal ad, and handouts at the Applefest.

Please call (508) 393-1537 for more information on the LEPC and hazardous materials in Northborough.

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,



Engine Three

weapons of mass destruction, decontamination, incidents management assistance team, and ten alarm dispatching. Through the State Fire Mobilization Plan, department personnel, and equipment provide pre-assigned assistance throughout the state during large scale fires or disasters.

Fire Prevention and Public Education

The department continues to be proactively involved in fire safety, first aid, CPR, AED, Juvenile Fire Setters 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 Theve. To take advantage of any of our safety and educational training opportunities, contact us at (508) 393-1537.

Recruitment

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

FEBRUARY 2016

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Building Department

Nicholas J Antanavica, CBO, LEED AP
Inspector of Buildings/Code Enforcement Officer

Wiring Inspector Robert Berger
Plumbing/Gas Inspector Richard Desimone

The Building Department has seen a steady flow of construction permit requests over the past year with a significant increase in the permits for Residential and Commercial solar installations. The community has also maintained a steady number of new single family residential homes built this year consistent with number single family homes built during the past several years. The department has also seen a consistent number of non-residential projects constructed this past year. At this time industry indications show that 2015 will be another healthy year for both residential and commercial construction projects.

The upcoming year will be an exciting time for construction in the Town of Northborough with multiple large commercial projects projected to begin the early months of 2015. Additionally construction of the Lincoln Street Elementary School renovation are slated to begin in the Spring of 2015. The Building Department along with several others is in the process of implementing a new permitting software that will help make the permitting process easier to follow and more efficient allowing the Department to provide an increased level of customer service. We look forward to continuing to work with the residents and businesses living and located in the Town of Northborough to ensure safe and code compliant construction.



The following is a breakdown of all permits issued and revenues generated.

Description	Totals		
	2012	2013	2014
Single Family Houses	13	14	13
Attached Single Family	24	16	11
Residential Addition/Alteration/Repairs	131	133	148
Non Residential: New Construction	7	4	6
Non Residential: Add/Alt/Repairs	41	49	52
Roofing/Siding/Windows	147	144	162
Garages	6	7	6
Sheds/Barns	8	1	7
Decks/Porches/Gazebos	35	27	22
Swimming Pools	12	8	7
Stoves	31	24	21
Signs/Awnings	65	46	37
Demolitions	15	14	18
Tents/Trailers	16	12	10
Foundations	4	6	2
Mixed Use/Change in Use	1	0	1
Wireless Comm. Facility	3	1	10
Solar Panels	13	8	112
Insulation	29	24	18
Retaining Walls/Other	3	0	5
Totals	604	540	668



NOTICE TO THE PUBLIC:

For any questions or concerns regarding construction, zoning or code enforcement please contact the Department at any time by calling 508-393-5010 or by sending an email via the links located on the Departments webpage located on the Town website at www.town.northborough.ma.us. Please provide 24 hour notice when scheduling inspections (Building, Wiring, Plumbing and Gas). Inspections can be called into the Building Department during normal business hours. It is important to remember that in the State of Massachusetts; only a licensed plumber can apply for permits and perform work relating to plumbing and gas.

	2012	2013	2014	# Permits 2014
Total Building Permit Fees	\$229,558.86	\$233,807.92	\$251,488.27	668
Total Certificate of Inspection Fees Annual	\$ 7,021.86	\$ 3,369.14	\$ 4,308.20	
Plumbing Revenue	\$ 23,661.00	\$ 16,906.00	\$ 19,948.00	357
Gas Revenue	\$ 10,905.00	\$ 6,795.00	\$ 8,635.00	289
Wiring Revenue	\$ 30,362.50	\$ 23,960.50	\$ 26,457.00	565
COMBINED TOTAL REVENUES	\$301,509.22	\$284,838.56	\$310,836.47	1,879



Jamie Terry, Health Agent

To promote health and protect the public the Health Department conducted two (2) very well attended seasonal flu clinics during 2014 and utilized all vaccine provided by the State and even had to request additional doses.

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.

Working to address Falls in the Elderly and Tobacco Cessation the Health Department has been awarded a grant which will establish direct patient referrals between healthcare providers, namely Charles River Associates, and the Health Department. The Prevention and Wellness Trust Fund (PWTF) grant is a joint effort between the Towns of Northborough, Hudson, Framingham and City of Marlborough.

Permits/Licenses/Grants and fees collected and deposited with the Town Treasurer for the 2014 calendar year amount to \$ 115,748.71.



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 2014 calendar year:

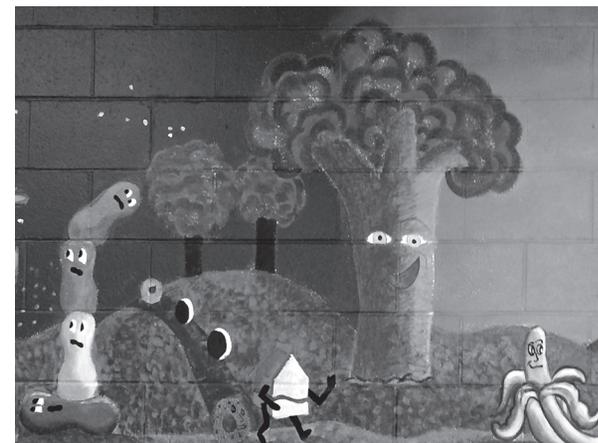
Food Service Permits	115
Horse Stable Permit	9
Temporary Food Permits	18
Camp Permit	5
Disposal Works Installer Permits	33
Tobacco Permit	16
Disposal Works Construction Permits	76
Motel Licenses	2
Septage Haulers	21
Funeral Director	1
Semi Public Swimming Pool Permits	4
Tanning Salon Permits	1

The Health Department, through its contract with the VNA of Southborough, also investigated the following 91 communicable diseases in 2014

Confirmed, Probable, Suspect, and Investigated Communicable Disease Cases in 2014

Campylobacter Enteritis	1
Lyme Disease	54
Giardiasis	3
Novel Coronavirus (SARS, MERS, etc)	1
Human Granulocytic Anaplasmosis	6
Salmonella	3
Hepatitis C	5
Streptococcus Pneumoniae	1
Influenza	16

“Healthy Food vs. Unhealthy Food”



Mural painted by Diane Handsbury, Melican Middle School Art Teacher

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.



The Northborough Trails Committee's (NTC) mission is to maintain a top-quality recreational trail system in Northborough. We also work with public and private land owners to develop new trails in open space areas. Volunteers perform all of our organizational and maintenance activities. Officially, NTC is a subcommittee of the Northborough Open Space Committee.

Thanks to the hard work of Eagle Scout candidate Chris Lang and his volunteers, a new trail was developed in 2014 in the woods behind the Assabet Park playground. Chris' mentor on the project was NTC volunteer Marielle Stone. Chris and Marielle worked together to design a multi-loop trail through the woods that maximizes the space and provides a beautiful view of the forest. Chris and Marielle painted blazes on the trees and Chris worked with NTC volunteer Forest Lyford to build an information kiosk and install it at the trailhead.

Marielle also worked with Eagle Scout candidate Jake Porter from Troop 110 based in Millbury MA to extend the Watson Park trail. There is now a loop at the far end of the trail near Ridge Rd.

Forest Lyford continued his very successful venture (beginning 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. Thanks to the efforts of NTC volunteer George Curtis, we hosted a successful booth at Applefest and George also organized our fifth annual holiday social held in December.

NTC Chairman Bob Mihalek continues to work with representatives from the Department of Conservation and Recreation (DCR) to install a trail network through open space parcels located near the Northborough Crossing/Davis St. area (a.k.a. Hop Brook). CPA funding was secured in 2013 to facilitate construction of a parking area along Davis St. so that recreational users can access the Hop Brook flood control area. Mr. Mihalek is also working with MWRA representatives to continue the three year effort at opening the entire 4.2 mile length of the Wachusett aqueduct that runs across the eastern border of Northborough. Section 1 from the Cedar Hill Rd. trailhead up to Route 20 is now open. We thank Dan Nason and the DPW highway crew for painting



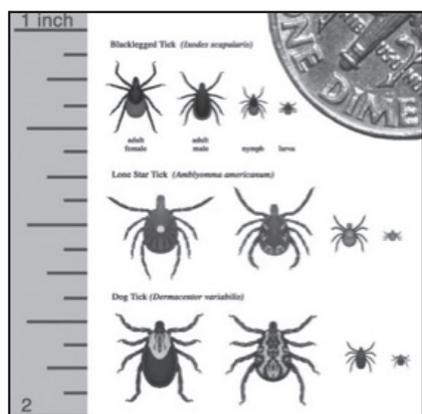
Mentzer Trail

the street crossings.

A map of each trail and information regarding the trail network can be found at www.northboroughtrails.org. We thank Jim Stein for his many years of service volunteering to maintain the NTC website.

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

TICK SAFETY From the Health Department



Reduce your chances of getting a tickborne disease by using repellents, checking for ticks, and showering after being outdoors. If you have a tick bite followed by a fever or rash, seek medical attention.

Gardening, camping, hiking, and playing outdoors – when enjoying these activities, don't forget to take steps to prevent bites from ticks that share the outdoors. Ticks can infect humans with bacteria, viruses, and parasites that can cause serious illness.

Before You Go Outdoors

- Know where to expect ticks. Ticks live in or near wooded or grassy areas. You may come into contact with ticks during out-

door activities around your home or when walking through leaf litter or near shrubs. Always walk in the center of trails in order to avoid contact with ticks.

- Products containing permethrin kill ticks. Permethrin can be used to treat boots, clothing and camping gear and remain protective through several washings.
- Use a repellent with DEET on skin. Repellents containing 20% or more DEET (N, N-diethyl-m-toluamide) can protect up to several hours. Always follow product instructions. Parents should apply this product to their children, avoiding the hands, eyes, and mouth.

After You Come Indoors

Check your clothing for ticks. Ticks may be carried into the house on clothing. Any ticks that are found should be removed.

Shower soon after being outdoors. Showering within two hours of coming indoors has been shown to reduce your risk of getting Lyme disease. Showering may help wash off unattached ticks and it is a good opportunity to do a tick check.

Check your body for ticks after being outdoors. Conduct a full body check upon return from potentially tick-infested areas, which even includes your back yard. Use a hand-held or full-length mirror to view all parts of your body.

MARCH 2016

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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 progress, 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 2014 including the multiple winter storm events encountered toward the end of the 2013-2014 winter season. The total snowfall depth in Northborough exceeded 65", as such, the budget exceeded the original appropriation by more than 200%. 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 Town's public properties including Town-owned facilities, memorials and parks. This year the Public Works Department successfully completed the reclamation of Woodstone Road and Fawcett Orchard Road, Ellsworth-MacAfee Park track reconstruction project and installed new drainage in portions of Hudson Street and Green Street. Additionally, small building improvements were made at the Howard Street Cemetery and Assabet Park.



Honoring Army Specialist Brian Arsenault - September 16, 2014 at the entrance to the Howard Street Cemetery

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 and effort this year was put toward the Town-wide smart meter reading and billing improvement initiative. This smart meter initiative will commence early in 2015 allowing for an enhanced, more efficient and detailed meter recording, reading, reporting and billing system.



Hudson Street water main repair

APRIL 2016

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17							18 <i>Patriots Day</i> <i>Schools/Town</i> <i>Offices Closed</i>							19							20							21							22							23						
24							25 Annual Town Meeting Annual Town Meeting – ARHS Auditorium – 7:30 p.m.							26							27							28							29							30						



Council on Aging/ Senior Center

Kelly Burke, Senior Center Director

Hours of Operation

Monday, Wednesday, Thursday 8:30 a.m. to 4:00 p.m.
Tuesday 9:00 a.m. to 9:00 p.m.
Friday 8:30 a.m. to 2:00 p.m.

The Council on Aging serves as the advisory body for the Northborough Senior Center, located at 119 Bearfoot Road. The Senior Center provides social, recreational, and educational programs for those over 60 years of age. In addition, it is a source of information, support and referral through the Outreach Program. The Council on Aging/Senior Center is available as a community resource for anyone who needs information on services for older adults.

Funding for the Center is derived from Municipal funds, grants from the Massachusetts Executive Office of Elder Affairs, the Friends of the Northborough Senior Center, Inc., BayPath Elder Services, Inc. and other grants, gifts and donations. The Council on Aging meets the second Tuesday of each month at 7:00 p.m. at the Senior Center. The public is always invited to attend these open meetings.

In addition to the committed staff, the Senior Center enjoys the services of more than 100 volunteers offering their time and talents in the Office, Reception Desk, 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. Our “Dinner and a Show” once a month features a hot entrée and an alternative choice and has showcased local talent through this venue. We continue to serve light lunch fare (sandwiches, salads, soups, fruit, cookies, bever-

ages) Monday – Thursday from 12:00 – 1:00 p.m. Our Bistro Manager position, previously funded through the Friends of the Northborough Senior Center, Inc. is now being supported through revenues generated in the Bistro.

Seniors discover their inner artist in the Watercolor, Acrylics, and Mixed Media Art classes we offer. They stay healthy in our Exercise classes including three different Yoga classes, Aerobics/Strength Training, Tai Chi, Line Dancing, Zumba Gold, Tap Dancing, Belly Dancing and Hula Hooping. Our Computer Classes have delved into the areas of email, surfing the web, word processing and Skype. Our Pool League has traveled to and hosted multiple other Senior Centers to compete in competitions and practice regularly on our 2 beautiful pool tables. The students from Algonquin Regional High School’s CAP (Community Action Program) 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, e-readers, cell phones or tablets. More information on activities can be found on the Town website as well as our monthly 23 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, benefit eligibility, service coordination and advocacy. Areas of assistance include, but are not limited to, housing, home



One of the classes offered through our “Bring on the Boomers” grant series (funded by BayPath Elder Services) that we offered as a way to introduce the Senior Center to the Baby Boomer (born between 1946 and 1964) population.

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

In addition to the traditional book loans, the library offers a variety of other services. Here are some of the most popular:

- “Holds” for books and other items, including those from other libraries. Can be done from home or at the library. Item is delivered to Northborough.
- DVDs & video games
- Audiobooks, for your commute or vacation drive
- E-books for download to your Kindle, iPad, iPhone, or other devices
- Discount passes to museums, zoos, gardens, aquariums, and other attractions
- Children’s programs; special events for teens and adults
- Public computers and printers; free wireless Internet
- Meeting rooms and small study rooms
- 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

New in 2014

- Zinio, providing magazines to view on your iPad or other tablet.
- iPads for in-library use (2 in children’s room; 1 upstairs)

- Text message notification for when books placed on hold are available
- Updated public computers
- English Conversation Circles for practicing English
- ConsumerReports online
- STEM (Science, Technology, Engineering, Math) activities in the Children’s room
- Kindergarten Book Discussion Group

The library introduced some new services (see above) and continued to offer a variety of programs: 298 children’s programs, 38 teen programs, and 13 adult programs, not including the 3 monthly book discussion groups. With the help of several local citizens, and two outside facilitators, we produced a new Strategic Plan for the Library for FY 2016 to 2021.

Trends in library use include:

- Use of meeting rooms, study rooms, and other spaces by tutors and small groups.
- Prevalence of laptop and tablet users, as business people and students take advantage of the free Internet and comfortable atmosphere.
- Continued interest in e-books as more people acquire Kindles, tablets, and other devices. Our network, C/WMARS, offers free downloadable books through the Overdrive service. Our state agencies are also introducing additional e-book platforms.

Staffing changes

In the past year, staffing changes were as follows:

- Julie Brownlee left her position as Circulation Supervisor to work in the Assessor’s office at Town Hall. She was initially hired as a part-time assistant in the Children’s Room in 2002.
- Justin Snook joined us as a part-time Reference Librarian in April.
- Tracey Loconto, a former Northborough teacher, filled the position in the Children’s Room vacated by Rebecca Bookhout.
- Kristen Bartolomeo was promoted from her part-time assistant position at the Circulation Desk to Circulation Supervisor.



Northborough Free Library

- Nancy Hallock accepted the part-time position vacated by Kristen.

Did you know?

- The value of items checked out from our library in 2014 was \$2,848,298.97.
- Increase in e-book borrowing was 57.9% from 2013 to 2014.

Friends of the Library

The Friends of the Library continue to provide valuable services to the community thanks to the efforts of their volunteers, who sell donated books both online and in several book sales throughout the year. Funds from the Friends enable us to offer the variety and quality of children’s, teen, and adult programs, including the summer reading program. The Friends also supply most of the funding for our museum discounts, and have been funding the pages (shelvers) for the library.

	2011	2012	2013	2014
Circulation (Jan.-Dec.)	216,628	205,719	200,532	206,765
Number of volumes	63,940	68,425	69,146	68,065
Non-print items	7,496	7,553	10,243	10,708
Registered borrowers	10,139	10,185	10,676	10,546
Children in summer reading	600	616	505	443
Hours Internet use (upstairs)	18,447	16,744	15,834	13,611*
Reference questions answered	5,122	3,796	5,473	4,108
Children’s room questions	5,005	3,068	2,522	2,808
Visits to library	124,987	124,209	122,081	116,092
Interlibrary loan (fiscal year)	19,671	23,069	22,570	21,810
Meeting Rooms used (public)	393	451	501	488

* There were an additional 10,933 hours of wireless use, compared to 8,476 hours in 2013.



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.

We run over 300 programs/year in the Rec Center, the Town Hall Gymnasium and all K- 12 schools. We run pre-school 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 \$539,347.

Four years ago we started running afterschool programs at all five elementary and middle schools in Northborough. These programs run directly at the end of school. 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 13,934 current members for Northborough Recreation as of January 2015. 8,435 are Northborough Residents and 5,499 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 2014 all 30 were used.

Online registration is available in our department. We now accept VISA, Mastercard and Discover for all recre-

ation 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 did 74%, 2013 we processed 81% and in 2014 we did 92% of our registrations online.

The Recreation Department provides a variety of full day summer programs for children Grades K through 8th grade. Recreation Summer Camp runs at the Middle School for grades K – 8, Monday – Friday from 8am – 6pm for 8 weeks/summer. Club Assabet runs at Assabet park Monday – Thursdays for a half day 8 weeks/summer for ages 3 – 5. 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. In 2014 we were able to help 22 kids go to camp.

The Recreation Department is responsible for scheduling the 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 2014 Golf Program

Northborough Youth Sports Leagues & Scouts

BASEBALL/SOFTBALL

Northborough Youth Baseball

Contact: Mike Hodge
PO Box 472

Northborough, MA 01532

Website: www.northboroughbaseballsoftball.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.northboroughgirlscouts.org

BASKETBALL

Northborough Youth Basketball

Contact: Tom Spataro
P.O. Box 424

Northborough, MA 01532

Website: www.northboroughyouthbasketball.org

LACROSSE

N/S Girls Lacrosse

Website: www.nsgl.org

LACROSSE

N/S Boys Lacrosse

Website: www.nsyala.org

BOY SCOUTS

Website:

Boy Scouts Troop 1:
troop1northboro.org

Boy Scouts Troop 101:
bsatroop101ma.org

MAY 2016

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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 youth and families. In 2014, we supported 1,068 residents through the provision of the following services:

MENTAL HEALTH - 216 Residents

Individual/Family Therapy, Child/Adolescent Therapy, Mental Health Consultation, School-Based Counseling

CASE MANAGEMENT - 309 Residents

Fuel Assistance Site, Food Stamp Applications, Special Benevolent Fund, Homeless Intervention

REFERRAL SERVICES - 543 Residents

In 2014, 543 residents received 1,012 referrals to human service organizations and resources.

In providing these programs we noted two themes. That is, the increased need for our services; and the disturbing trend of families presenting with severe mental health issues. For example, the Middle School reports that at one time there were six students hospitalized for psychiatric issues. The chart below demonstrates the growing need for our services over the past four years.

We expect that these trends will continue due to the slow recovery of our economy; prolonged unemployment rates; and the unprecedented acts of violence on Americans.

Our partnership programs also report this same trend. For instance, the Food Pantry and Helping Hands note the steady increase of residents participating in their Holiday Programs over the past three years.

In fact, due to the increased number of residents utilizing the Food Pantry, they themselves have experienced times in which their food supply was very low. In response to this

need, Family & Youth Services advocated on their behalf for Special Benevolent Funds.

Northborough Youth Commission

The Youth Commission consists of seven members appointed by the Board of Selectmen for three-year terms. The Commission works closely with the Director to evaluate community needs and advocate for resources to support families. The Commission is also pleased to have high school students participate in the meetings.

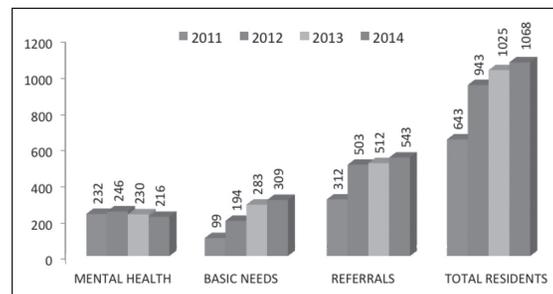
2014 Accomplishments

1. In 2014, Family & Youth Services assisted a total of 1,068 residents. This was accomplished by our dedicated staff and support of three Graduate Interns from Boston College, Simmons College and Wheelock College. Our Interns assist us in providing services at no additional cost to the Town. In May 2014 two of our Interns successfully completed their Internship.
2. Our Graduate Internship Program continues to expand due to the positive reputation we have built with several colleges. This past year we forged two new partnerships with the Graduate School of Social Work at Simmons College and at Wheelock College.
3. In February 2014, we unfortunately had to say good-bye to our part-time counselor, Sandra Peters, LMHC. We will sorely miss the level of professionalism and experience she brought to her position, as well as her strong commitment and dedication to the residents she served.
4. In light of the increased number of residents seeking our help we have had to start a wait list for counseling. We worked hard to respond to this challenge. We have utilized case triage to determine priorities based on the severity of the problems; we expanded our network of mental health providers; and we have advocated on behalf of these families.

5. The increased number of families at-risk of homelessness in Northborough is reflective of the prevalence of homelessness throughout Massachusetts. The state continues to place homeless families in local hotels, however the host communities are not afforded additional resources. As a host community, we responded to this challenge by recruiting an additional Graduate Intern. Our Intern was steadfast in her advocacy resulting in some families finding permanent housing in their home communities. Without the help of Graduate Interns we would not be able to provide this level of assistance.
6. Family & Youth Services also fields programs in the community and school-based settings. In 2014, we made 578 visits to the Northborough Schools to provide counseling to children who may not otherwise have received it. In addition, we provided outreach to the homeless families placed at a local hotel in collaboration with Families in Transition and the schools.
7. Family & Youth Services and the Council on Aging continue to serve as Application Sites for Fuel Assistance. Subsequently, 147 Northborough residents received fuel assistance in 2014, with a total dollar expended of \$118,497.48.

Community Partnerships

Our partnerships have never been as important, in light of the increased need for all of our services. A brief list includes the Youth Commission, Northborough Extended Day Programs Northborough Public Schools, Helping Hands, Food Pantry, Rotary Club, Families in Transition, South Middlesex Opportunity Council, Interfaith Clergy, 7th Day Adventist Church, the Special Benevolent Fund and several Colleges for whom we serve as Graduate Internship Sites.





Historical District Commission

Stephen Anderson, Chair

The Northborough Historic District Commission is responsible for the preservation and protection of the distinctive characteristics of buildings in Northborough's two historic districts, the Meeting House District and the Peter Whitney Parsonage Historic District. The Peter Whitney District was created at the 2014 Annual Town Meeting.

The Commission reviews proposed construction and alterations within the districts that affect exterior architectural features. It may also propose additional historic districts to Town Meeting to protect historic and architecturally significant buildings.

The members are appointed by the Board of Selectmen. Currently the members of the Historic District Commission are also members of the Historical Commission. A warrant article will be presented at 2015 Annual Town Meeting to merge the two committees.



Old homestead of Rev. Peter Whitney, Northborough, Mass. (The historian of Worcester County. Built in 1780.)



Historical Commission

Norm Corbin, Acting 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 2014 include:

- The White Cliffs was put up for sale in February. The sale of this iconic Northborough property has become a great concern within the community because it has no protection from demolition. This Commission investigated preservation options and is pursuing protecting the property as a Local Historic District and/or with Preservation Restrictions. In January 2015 the current owners submitted a request for a demolition permit. This property was deemed to be Historically & Architecturally significant at the commission's February 12, 2015 public hearing. The 180 day delay will stay in effect until mid-July. This additional time will be used to identify preservation options and work with the seller to find a preservation minded buyer.
- Because studies have shown that a one year delay can be more effective than the current 180 day delay in saving architectural or historically significant properties from demolition, the Commission submitted a warrant article for the 2014 Town Meeting to extend the delay to 365 days. This article was not approved.
- The Commission worked with the current owners of the Peter Whitney Parsonage property to nominate this historic home as a Single Property Historic District. It passed at the 2014 Town Meeting. This also reactivated the town's Historic District Commission. The District Commission is responsible for maintaining the appearance of the two historic districts within Northborough.



This photograph of Daniel Wesson's summer residence in Northborough (now called White Cliffs) was taken soon after its completion in 1886. Mr. Wesson was part owner of Smith & Wesson, the firearms company. He became wealthy due to his success as an innovator and businessman.

- CPA Funding requests for new signs at the Howard Street and Brigham Street cemeteries and for preservation of the colonial grave stones in the Howard Street were submitted by the Commission and were approved at the 2014 Town Meeting.
- The Massachusetts Historical Commission has rendered their opinion that the former Baptist Church (now the Historical Society headquarters) and the Mary Goodnow burial site should be nominated for listing in the National Historical Register.
- 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: http://www.town.northborough.ma.us/Pages/NorthboroughMA_BComm/Historic/nhc/index.html.



Veterans' Services

Adam Costello, Director of Veterans' Services

Mission

The mission of the Central Massachusetts Veterans' District is to act as the chief advocate for Veterans residing in Grafton, Northborough, Shrewsbury, and Westborough. We do this by:

- Helping Veterans navigate available federal, state, and local programs and benefits;
- Serve as a center of information for Veterans and their families;
- Coordinate Veterans' services across state agencies and local governments;
- Develop innovative, flexible programming and outreach to address Veterans' needs;
- Provide individualized support where necessary.

Benefits

There are a variety of benefits available to Veterans and their families residing in Northborough. The most common benefits applied for through the Central Massachusetts Veterans' District are described below.

FEDERAL BENEFITS

Disability Compensation is a tax free monetary benefit paid to Veterans with disabilities that are the result of a disease or injury incurred or aggravated during active military service. Compensation may also be paid for post-service disabilities that are considered related or secondary to disabilities occurring in service and for disabilities presumed to be related to circumstances of military service, even though they may arise after service. Generally, the degrees of disability specified are also designed to compensate for considerable loss of working time from exacerbations or illnesses.

Dependency and Indemnity Compensation (DIC) is a tax free monetary benefit generally payable to a surviving spouse, child, or parent of Servicemembers who died while

on active duty, active duty for training, or inactive duty training or survivors of Veterans who died from their service-connected disabilities. DIC for parents is an income based benefit.

Veterans Pension* is a tax-free monetary benefit payable to low-income wartime Veterans.

Survivors Pension* is a tax-free monetary benefit payable to a low-income, un-remarried surviving spouse and/or unmarried child(ren) of a deceased Veteran with wartime service.

**Veterans and survivors who are eligible for Pension benefits and are housebound or require the aid and attendance of another person may be eligible to receive additional monetary amounts.*

STATE BENEFITS

Massachusetts General Law, Chapter 115 provides a uniform program of financial and medical assistance for low-income veterans and their dependents. Qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, and medical care.

Veterans' Bonuses are offered through the Massachusetts' Department of the State Treasurer for those who served during World War II, Korea, Vietnam, Iraq, and Afghanistan.

An annuity in the amount of \$2,000 (payable biannually on August 1st and February 1st in two installments of \$1,000 each) is given in recognition of the service of our distinguished 100% service-connected disabled veterans and to the parents of distinguished veterans (Gold Star Parents) and the unremarried spouses (Gold Star Wives or Husbands) of distinguished Veterans who gave their lives in the service of their country during wartime.

Additional information on these and other benefits can be found on www.centralmassvets.org.

Benefit Administration

In 2014, the Central Massachusetts Veterans' District administered Massachusetts General Law, Chapter 115 benefits in the following amounts for Northborough residents. Benefits are generally reimbursed by the Commonwealth at 75%.

Ordinary benefits	\$ 6,754.56
Fuel assistance	5,782.92
Physician co-payments	941.77
Medication co-payments	649.91
Hospital payments	00.00
Dental payments	1628.90
Insurance premiums and misc.	4,893.60
Total	\$ 20,651.66

2014 Overview

On April 13, 2014, George Perry III, the Director of Veterans' Services for the Central Massachusetts Veterans' District, passed away unexpectedly. Mr. Perry's dedication to Veterans is unsurpassed, and his positive impact on the residents of Northborough will forever be fondly remembered.

On August 25, 2014 a new Director of Veterans' Services, Adam Costello, was appointed by the District's Veterans' Advisory Board.

The District is served by a full-time Veterans' Services Director and two part-time Veterans' Services Officers. The staff has expanded previous regular office hours in each of the four towns, and local veterans seeking services are free to meet with any of the District's Officers in any location. Office hours in Northborough are held at the Northborough Town Hall. Current walk-in hours and contact information is available at www.centralmassvets.org or by calling (774) 551-5782. Veterans and their family members seeking information regarding benefits are strongly encouraged to speak with a Veterans' Services Officer.

The Central Massachusetts Veterans' District has expanded their accessibility through consistent outreach efforts in each of the communities, strong coordination with other social services organizations in the municipality, and the use of state-of-the-art technology. The District's main contact number, (774) 551-5782, immediately forwards any voice messages directly to the Director of Veterans' Services email, so that messages may be promptly received while working in satellite offices.

The District's website, www.centralmassvets.org, has been updated to serve as a self-help resource for Veterans seeking information regarding benefits and is continually updated. Traffic to the website has increased from an average of 128 page views per month between January and March to an average of 1,411 views per month between October and December.



Chair of Honor



Cable Access/ Cable Television

Kathleen Dalglish, Director

Northborough Cable Access Television Department provides locally produced television shows by and for the people of Northborough. Hundreds of new shows are created each year and played on our three community television stations. Many are also available as Video on Demand and can be watched on most of your computers and portable devices. To access the schedule and VOD shows visit our pages on the Town’s website and click on “Schedule” and search for your show that you would like to see. Also, visit our Facebook site, Northborough Cable Access Television, for information and updates.

2014 brought about a change for Charter Customers. Not only did they now require cable boxes for all of their TVs, they moved the three local NCAT channels. No longer were our Public, Government, and Educational Channels on 11, 12, and 13. They are now on 191, 192, and 194. Our Verizon channels have remained the same at 29, 30 and 31. We recommend that you include our local channels in your “Favorite” group on your remote to remember.

Local Access Television provides television shows of interest to and about Northborough residents. Nowhere else can you find this and we encourage you to experience some of our beautifully produced and interesting shows. We offer completely free producer classes and we provide the opportunity, training, facility and equipment to learn how to create your own television show or be part of a crew shooting local meetings and events. Absolutely no experience is required and our staff can provide complete training from the most basic camera use through professional digital editing and production in our beautiful facility at Algonquin Regional High School.

In an age when video inundates our lives – our phones, our tablets, computers and giant screen TVs – finding a place where we can see our neighbors, our elected officials, and

our children, has been the same for over thirty years, NCAT.

If you have questions about our producer classes, unresolved issues with your cable television service, or any suggestions, our door is always open. Contact info is on the Town website and our Facebook site.



Housing Authority

Lynne Moreno, Executive Director
Raymond Reynolds, 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. Current board members are Brad Newman, Rita Osborne, Jean Perry, Raymond Reynolds, and Kathleen Polanowicz, who serves as the state appointee. The Board meets on the first Thursday of each month at 6:00 p.m. in the Colonial Village Community Building at 26 Village Drive.

The NHA currently owns and operates 104 elderly and 26 family housing units in Northborough. Present net income limits for determining admission to state-aided public housing range from \$44,500 for one person to \$84,350 for 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 been successfully managing four new units of elderly housing on Centre Drive since June 2014 which were built by the Northborough Affordable Housing Corporation (NAHC) with the use of CPC funds. This project proved to be a huge success for the community and provided additional much needed housing. The NHA continues to take pride in the upkeep of its properties and providing safe affordable housing for those in need.



Northborough Food Pantry

Donna Weaver and Ann Taggart, Directors

The Northborough Food Pantry is available to residents of Northborough or those persons affiliated with one of the churches located in Northborough. The mission of the Pantry is to be a source of supplemental food to those who are on a limited income or have an acute need. The Food Pantry, located in Town Hall, is open to service patrons on Wednesday mornings from 9:00 to 10:30 a.m. and Thursday evenings from 6:30 to 8:00 p.m. Patrons may utilize the Food Pantry one time per week and must bring identification each visit. There is no charge for food. In addition to serving clients during our hours of operation, we deliver bi-monthly to the families in transition residing in our local motel. In 2014 we distributed 3965 bags of food and more than 105 families visited the pantry at least once a month, with an average of 75 families visiting the Food Pantry on a weekly basis.

The Pantry does not receive support from the town, and relies on the donations of both food and funds from private citizens, local companies, and organizations, to keep the shelves stocked. The operations of the Food Pantry are conducted solely by volunteers. For further information call 508-393-6897 or visit our website at www.nfpantry.org.



Community Affairs

Lisa Hodge, Chair

The Northborough Community Affairs Committee successfully executed our 2014 programs aimed at enhancing community life in Northborough.

In April we partnered with the Northborough Woman’s Club to run The Annual Louise Houle Town Clean Up. In addition to many volunteers, we received support from DPW and donations from Wegman’s and Roche Brothers.

The Northborough Community Affairs Committee sponsored four free summer concerts at the Ellsworth-McAfee Park. The events were filled with town residents who enjoyed picnic suppers while listening to the bands. Food vendors were at all events and donated a percentage of proceeds to the Northborough Food Pantry. Marlborough Savings Bank, Carvalho & Roth Orthodontics and Lexus of Northborough were sponsors 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.

This year we added an outdoor movie night to our list of programs. Due to two rain outs we held the movie indoors at Melican Middle School. Many families came to see the movie Jumanji and enjoyed popcorn and candy. Thank you to Brendan Properties, Our Future Learning Center, Tavern in the Square and Children’s Dentistry of Northborough for sponsoring the event.

Our year concluded with the Annual Tree Lighting Ceremony with a very large turnout of local residents. We brought in a professional lighting and sound company who kept 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 free pizza from Northborough House of Pizza who only asked for monetary donations which were given to the Northborough Food Pantry. We were joined by Selectmen, the American Legion and the Ellsworth family. Our event was sponsored by Wegman’s, Dunkin Donuts and Avidia Bank.



Cultural Council

Carl Kinkel, Chair

In 2014, the Northborough Cultural Council awarded 17 grants totaling \$5,077 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 affecting Northborough, and our surrounding communities.

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.

Approved Grants

Audio Journal, Inc. \$200, Northborough Community Affairs Committee \$800, Symphony Pro Musica \$200, Hudson Area Arts Alliance \$200, Algonquin Regional High School \$627, Calliope Productions, Inc. \$100, Fannie E. Proctor Elementary School (Arts) \$400, Fannie E. Proctor Elementary School (Science) \$400, John Root \$100, Assabet Valley Mastersingers \$500, Worcester Chamber Music Society \$100, Northborough Area Community Chorus \$350, Northborough Free Library \$150, Gregory Maichack \$150, Northborough Historical Society \$200, St. Bernadette’s School \$300, Worcester County Horticultural Society Tower Hill \$300, **Total \$5,077**



Scholarship Committee

Bob D’Amico, Chair

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

Based on a comprehensive evaluation of all submitted applications against state-mandated criteria, including scholastic achievement, financial need, community service and character, the Northborough Scholarship Committee awarded two college-bound Northborough residents in 2014.

**Ariel Thompson
Michael McGregor**

Since 2004, the Northborough Scholarship Committee has awarded a total \$23,500 in scholarships to 39 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 fundraising drives.





Northborough School District

A Message from the Superintendent of Schools

Christine M. Johnson
Superintendent of Schools

Our Strategic Plan, *Vision 2020: Strategically Planning for the Future* and school improvement plans, articulate a vision for collaboration and continued educational excellence. At the heart of a 21st century education is an emphasis on the skills that will be needed to achieve these goals: critical thinking and problem solving, collaboration, creativity and communication. We speak often of the importance of working together as “one community of learners” and have provided evidence for our students that doing so results in success and responsible citizenry. Working together, we received approval for the Lincoln Street Elementary School building project, expanded access to enhanced recreational facilities, and heightened our safety preparedness.

We are appreciative of the continued support of the Northborough community, including our elected officials and Town departments, the Northborough Educational Foundation, Parent Teacher Organization, Corridor Nine Area Chamber of Commerce and numerous partnerships with local business and community organizations. We take great pride in the spirit of partnership that continues to support educational excellence, innovative and strong teaching and learning, and engagement of all students. We invite our parents and neighbors to explore and experience our Northborough schools by visiting our websites, serving on study groups, or attending one of many activities open to the Community.

Here are a few of our many highlights from 2014. Please follow us throughout the school year by visiting www.nsboro.k12.ma.us.

Northborough Public Schools – 2014 Milestones

Curriculum, Instruction & Assessment

- Embraced the standards of learning which are embedded in the Massachusetts State Curriculum Frameworks for literacy and mathematics. Our schools, K-8, are using state of the art materials and resources and an investment in teaching and learning continues as teachers engage in systemic professional development in both content areas.
- Aligned our curriculum, instruction and assessment practices to benchmark assessments, Common Core standards, and vertical, horizontal and transitional, and grade expectations. This assures continuity and equity of learning expectations and supports a progression of growth for all students.
- Reviewed and revised our science curriculum to embrace the newly proposed Next Generation National Science Foundation/DESE standards.
- Aligned reading and writing instruction with the Common Core curriculum.
- Adopted the newly developed Massachusetts Educator Evaluation plan. Working closely with the Northborough Teachers Association, we successfully developed language, processes, and fully implemented the Plan in 2014. The collaborative spirit and focus on student learning provided the foundation for our very successful adoption of this newly legislated evaluative model.
- Engaged teachers and administrators in the analysis of student achievement and growth data available as part of the State assessment process. Several schools implemented the PARCC (Partnership for Assessment of Readiness for College and Careers) assessments which may be the next generation of the MCAS (Massachusetts Comprehensive Assessment System) tests in 2016.

Student Support Services

- Provided students with developmentally appropriate opportunities to learn, grow, and make meaningful progress. Student progress is continually monitored to ensure that all children achieve learning goals.
- Provided comprehensive, building-based assistance, utilizing student support teams’ interventions to students who are challenged by disabilities, learning differences and/or life events beyond their control.

- Partnered with general education to implement instructional strategies that meet the learning challenges that students encounter by developing multi-disciplinary teams and comprehensive student supports.
- Expanded the delivery of instructional and family supports for our growing English Language Learner student enrollments.
- Embarked on a therapy dog program at both Proctor and Melican Middle School with supports from R.E.A.D (Reading Education Assistance Dog) and Bright Spot Therapy Dogs, Inc.

Technology

- Identified effective teaching practices which embrace the use of technology as a tool to enhance teaching and learning. 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.
- Continued to improve access to technology tools that adequately meet teaching, learning, and administrative needs. This has included updated computers and more mobile devices.
- Launched a study group to review and revise our technology plan to continue to develop a systemic, articulated process of expanding our technology school-wide integration including building a solid infrastructure and digital tools such as Google Apps for Education.

Communication

- Developed enhanced safe school readiness practices and trained teachers and students on the A.L.I.C.E. (alert, lockdown, inform, counter, evacuate) protocols. Governor Patrick released a landmark Safe School Report which endorsed this preparedness program.
- Provided community forums to gather input and share practices at the school and District levels in the areas of technology planning, safe school readiness, assessment practices, i.e., MCAS, school calendar, Lincoln Street Elementary School Building Project, budget, and superintendent’s search.
- Distributed Back-to-School Newsletter to all Northborough residents.



Northborough School District

Northborough School Committee

Patricia A. Kress	<i>Chairperson</i>
John A. Kane III	<i>Vice Chairperson</i>
Jennifer T. Drohan	<i>Secretary</i>
Joan G. Frank	
Susan M. Lawrence	



Back Row left to right:
John A. Kane III, Jennifer T. Drohan
Front Row left to right:
Patricia A. Kress, Susan M. Lawrence and Joan G. Frank

Administration

Christine M. Johnson B.S., M.A., C.A.G.S.	<i>Superintendent of Schools</i>	Cheryl M. Lepore	<i>Administrative Assistant to the Superintendent</i>
Gregory L. Martineau B.S., M.A.	<i>Assistant Superintendent of Schools</i>	Pauline D. Joncas	<i>Central Office Secretary</i>
Barbara E. Goodman B.S., M.Ed.	<i>Director of Student Support Services</i>	Sandra J. Burgess	<i>Administrative Assistant to the Director of Student Support Services</i>
Linda P. Andrews B.A., M.Ed., C.A.G.S.	<i>Assistant Director of Student Support Services</i>	Bernadette M. Noel	<i>Administrative Assistant to the Assistant Superintendent and the Director of Technology</i>
Cheryl L. Levesque B.S.	<i>Director of Business</i>	Jolene A. Chapski	<i>Business Secretary</i>
Jean E. Tower B.S., M.A., C.A.G.S.	<i>Director of Technology</i>	Nena H. Wall	<i>Personnel Coordinator</i>
		Lois S. McMahon	<i>Receptionist/Secretary</i>
		Christopher P. Hoey	<i>Budget Officer</i>
		Robin A. Mason	<i>Financial Coordinator - Northborough</i>
		Pamela E. Hite	<i>Financial Coordinator - Southborough</i>
		Caroline Willard	<i>Financial Coordinator - Algonquin</i>
		Suzanne L. Houle	<i>Financial Clerk</i>
		Andrew F. Mariotti	<i>Network Administrator</i>
		Lorraine T. Wolfrey	<i>Data Specialist</i>

Business Office

Address 53 Parkerville Road
Southborough, MA 01772

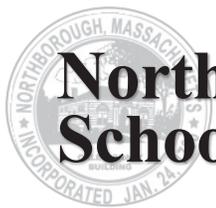
Office Hours 8:00 a.m. - 4:30 p.m.

Telephone (508) 486-5115

FAX (508) 486-5123

JUNE 2016

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Northborough School District

Grants

The following is a brief summary of the federal and state grants the Northborough Public Schools received in 2014:

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 - \$59,893

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.

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.



Enrollment by Grades - October 1, 2014

School	Pre-K	K	1	2	3	4	5	6	7	8	Total
Lincoln		35	31	49	60	54	53				282
Peaslee		47	36	44	43	53	47				270
Proctor		42	30	54	45	60	52				283
Zeh	30	40	44	35	53	51	55				308
Melican								247	208	218	673
Total	30	164	141	182	201	218	207	247	208	218	1,816

Town of Northborough School Financial Statement – for the 2014 Fiscal Year July 1, 2013 - June 30, 2014

APPROPRIATION:

Regular Education	\$ 14,986,881	
Special Education	\$ 5,385,683	
Total Appropriation		<u>\$ 20,372,564</u>

Total Appropriation \$ 20,372,564

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$ 11,716	
Superintendent's Office	\$ 150,393	
Administrative Support Services	\$ 495,777	
Total Administration		<u>\$ 657,887</u>

INSTRUCTION:

Supervision	\$ 30,541	
Principals' Offices	\$ 1,037,286	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$ 9,632,376	
Professional Development	\$ 107,120	
Textbooks & Instructional Equip	\$ 432,736	
Library/Media Services	\$ 415,921	
Guidance Services	\$ 150,884	
Total Instruction		<u>\$ 11,806,863</u>

OTHER SCHOOL SERVICES:

Attendance Services	\$ 13,665	
Health Services	\$ 441,266	
Pupil Transportation	\$ 434,070	
After School Activities	\$ 21,345	
Student Body Activities	\$ 4,581	
Cafeteria Services	\$ 23,025	
Total Other School Services		<u>\$ 937,953</u>

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$ 713,730	
Heating	\$ 225,643	
Electricity	\$ 207,025	
Telephones	\$ 36,921	
Gas	\$ 3,656	
Water	\$ 16,192	
Tech/Telecomm	\$ 62,832	
Total Operation of Plants		<u>\$ 1,265,999</u>

MAINTENANCE:

Grounds	\$ 22,361	
Buildings	\$ 165,109	
Equipment	\$ 58,724	
Technology Maint	\$ 46,851	
Total Maintenance		<u>\$ 293,045</u>

LEASE OF BUILDING & EQUIPMENT: \$ 24,580

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS \$ 14,986,327

SPECIAL EDUCATION PROGRAMS

Legal Services	\$ 31,245	
Supervision	\$ 163,510	
Teaching (Salaries & Supplies)	\$ 3,600,200	
Professional Development	\$ 1,882	
Technology	\$ 6,261	
Psychological Services	\$ 452,946	
Health Services	\$ 49,080	
Transportation	\$ 519,492	
Telephone	\$ 381	
Equipment Maintenance	\$ 3,202	
Programs - Other Schools in Massachusetts	\$ 455,918	
Lease of Building & Equipment	\$ 2,186	
Payments to Collaboratives	\$ 97,815	
TOTAL EXPENDITURES SPECIAL EDUCATION		<u>\$ 5,384,117</u>

TOTAL EXPENDITURES \$ 20,370,444

BALANCE RETURNED TO GENERAL FUND: \$ 2,120

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY13	\$ 3,133	
Total Receipts, FY14	\$ 375,837	
Total Revenues		<u>\$ 378,970</u>

Total Expenditures, FY14 \$ 378,983

BALANCE TO FY14 \$ (13)

SPECIAL ED - CIRCUIT BREAKER

INCOME:

Balance from FY13	\$ 846,708	
Total Receipts, FY14	\$ 743,499	
Total Revenues		<u>\$ 1,590,207</u>

Total Expenditures, FY14 \$ 846,708

BALANCE TO FY15 \$ 743,499

KINDERGARTEN GRANT

Expenditures	\$ 79,512	
Unexpended Balance	\$ -	
Total Grant Received		<u>\$ 79,512</u>

FY14 TITLE I GRANT

Expenditures	\$ 49,827	
Unexpended Balance*	\$ 10,012	
Total Grant Received		<u>\$ 59,839</u>

FY14 TITLE IIA GRANT

Expenditures	\$ 24,790	
Unexpended Balance*	\$ 6,556	
Total Grant Received		<u>\$ 31,346</u>

FY13 TITLE I GRANT

Expenditures	\$ 35,790	
Unexpended Balance	\$ -	
Total Grant Received		<u>\$ 35,790</u>

FY13 TITLE IIA GRANT

Expenditures	\$ 18,647	
Unexpended Balance	\$ -	
Total Grant Received		<u>\$ 18,647</u>

*Balance carried forward to FY2015



2014 Annual Town Meeting Warrant

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 April, 2014 at 7:30 p.m. to act on the following warrant articles:

7:32pm Moderator Fred George called the meeting to order, a quorum of at least 100 registered voters was present in the hall.

ARTICLE 1: Appointing Deputy Moderator 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: Compensating Balance Agreement 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: Prior Year's Bills 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 takes 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: Town Budget MOTION PASSED

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Eighteen Million Seven Hundred Eighty Nine Thousand Seven Hundred Seventy Five Dollars (\$18,789,775) for Town Government as displayed below, and to meet said appropriation, the following sums available for appropriation to be transferred:

From:

Transfer from Cemetery Trust Fund Income	\$2,080
Transfer from Cemetery Sale of Lots	\$12,000
Transfer from Debt Exclusion Premium Reserve	\$18,695
Transfer from Title V Reserve	\$4,534
Transfer from Conservation Commission Fees	\$8,630
Transfer from Fire Emergency Medical Services	\$300,142
Transfer from Recreation Revolving Account	\$110,000
Transfer from Animal Control Revolving Account	\$27,000
Transfer from Medicare Part D Subsidy	\$47,873
Free Cash	\$500,000

for a total of One Million Thirty Thousand Nine Hundred Fifty Four Dollars (\$1,030,954) and that the sum of Seventeen Million Seven Hundred Fifty Eight Thousand Eight Hundred Twenty One Dollars (\$17,758,821) be raised by taxation.

ARTICLE 5: Water, Sewer and Solid Waste Funds MOTION PASSED

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Four Million Five Hundred Twenty Three Thousand Nine Hundred Forty One Dollars (\$4,523,941) 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:

Water Fund Free Cash	\$ 66,314
Sewer Fund Free Cash	\$ 124,175
Solid Waste Fund Free Cash	\$ 50,000

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy	\$ 217,160
for a total of Four Hundred Fifty Seven Thousand Six Hundred Forty Nine Dollars (\$457,649) and that the sum of Four Million Sixty Six Thousand Two Hundred Ninety Two Dollars (\$4,066,292) be financed from Water/Sewer and Solid Waste Revenues.	
Water Fund	\$ 2,174,510
Sewer Fund	\$ 1,594,271
Solid Waste	\$ 755,160
	\$ 4,523,941

ARTICLE 6: Northborough K-8 Schools' Budget MOTION PASSED

To see if the Town will vote to raise and appropriate by taxation the sum of Twenty One Million Two Hundred Nine Thousand Two Hundred Sixteen Dollars (\$21,209,216) for the operation of the Northborough Public Schools.

ARTICLE 7: Algonquin Regional High School Budget 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 Six Hundred Sixty Three Thousand Five Hundred Seventy Seven Dollars (\$9,663,577), or take any action relative thereto.

ARTICLE 8: Assabet Valley Regional Vocational School District Budget 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 Eight Hundred Thirty Nine Thousand Seven Hundred Fifty Three Dollars (\$839,753), or take any action relative thereto.

ARTICLE 9: Library Grants 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 supplemented or amended by current state budget language, to be used by the Library



2014 Annual Town Meeting Warrant

Trustees for books, automation costs, or in any way that may benefit the library, and to apply for State aid for the coming fiscal year.

ARTICLE 10: Authorization for Grant Applications 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: Revolving Accounts-Combine Articles 12-16 MOTION PASSED

To see if the Town will vote to combine Articles 12 through 16 as follows:

ARTICLE 12

Reauthorizes Fire Department Revolving Account;

ARTICLE 13

Reauthorizes Animal Control Revolving Fund Accounts;

ARTICLE 14

Reauthorizes Community Affairs Committee Revolving Fund Accounts;

ARTICLE 15

Reauthorizes Family and Youth Services Department Revolving Fund Accounts;

ARTICLE 16

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 16 of the Warrant, said revolving accounts being authorized to and for the use of the Fire 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: Reauthorize Fire Department Revolving Account

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; with annual expenditures for FY2015 not to exceed Four Hundred Thirteen Thousand Three Hundred Thirty-Nine Dollars (\$413,339), 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: Reauthorize Animal Control Revolving Account

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; with annual expenditures for FY2015 not to exceed Fifty Thousand Dollars (\$50,000), 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 14: Reauthorize Community Affairs Committee Revolving Account

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; with annual expenditures for FY2015 not to exceed Twenty Thousand Dollars (\$20,000), 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 15: Reauthorize Family & Youth Services' Department Revolving Account

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the use of 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; with annual expenditures for FY 2015 not to exceed Twenty Thousand Dollars (\$20,000), 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 16: Reauthorize Council on Aging Revolving Account

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the use of 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; with annual expenditures for FY2015 not to exceed Two Hundred Thousand Dollars (\$200,000), 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 Ar-



2014 Annual Town Meeting Warrant

ticle. Under this statute, such revolving fund accounts must be reauthorized annually.

ARTICLE 17: Appropriations Committee Reserve Fund 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 18: Investment of OPEB Trust Fund MOTION PASSED

To see if the Town will vote to designate the board of trustees of the Health Care Security Trust (HCST), established under Massachusetts General Laws Chapter 29D, Section 4, to serve as custodian of the Town's Other Post-Employment Benefits (OPEB) Liability Trust Fund; to authorize the Town's Finance Director to execute and deliver the Custodian and Investment Agreement with the HCST board of trustees in substantially the form presented to the Town, a copy of which is on file in the Town Clerk's Office, to sign checks and wire OPEB Trust Funds to the HCST or to the Pension Reserves Investment Trust established under Massachusetts General Laws Chapter 32, Section 22, or as otherwise directed by the HCST, and to make withdrawals and investments and enter into such agreements and deliver such certificates and other documents as the HCST or the Pension Reserves Investment Management Board may direct.

Article 20

Date of Approval	Warrant Article	Original Purpose	Unexpended Amount
April 23, 2007	#20	Library Construction	\$ 247,380
April 28, 2008	#20	Senior Center Construction	\$ 21,341
Total Repurposed Funds			\$ 268,721

- This Article allows the Town to invest its OPEB Trust Funds into the long-term, professionally managed state pension fund in order to maximize returns.

ARTICLE 19 (CIP): Lincoln St. School Addition/ Renovation Construction MOTION PASSED

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Lincoln Street School Building Committee for an addition/renovation project for the Lincoln Street School located at 76 Lincoln Street, Northborough, MA, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), with the Town's acknowledgement that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, and that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty Two and Eighty Eight One Hundredths Percent (52.88 %) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, said appropriation to be contingent upon the approval, at an election, of a debt exclusion under Massachusetts General Laws Chapter 59, section 21C (Proposition 2 ½ so-called).

- At the April 2012 Annual Town Meeting, \$500,000 was approved to conduct a Feasibility Study of the Lincoln Street Elementary School. The study is now complete and a preferred design solution is being brought forward for Town Meeting approval. The proposed renovation/addition project has an estimated cost of \$25.5 million, with the Massachusetts School Building Authority (MSBA) providing

a maximum grant of \$10.4 million. The Town share of the project cost is estimated to be \$15.1 million, but will be effectively reduced by the application of repurposed bond proceeds under Article 20 in the amount of \$268,721 for a final cost of \$14.85 million.

ARTICLE 20 (CIP): Repurposing of Bond Proceeds MOTION PASSED

To see if the Town will vote to appropriate the following unexpended amounts of money that were initially borrowed to finance capital projects that are now complete, and for which no further liability remains, in the total amount of Two Hundred Sixty Eight Thousand Seven Hundred Twenty One Dollars (\$268,721), to pay costs for the addition/renovation project for the Lincoln Street School at 76 Lincoln Street, said appropriation contingent upon the approval, at an election, of a debt exclusion under Massachusetts General Laws Chapter 59, section 21C (Proposition 2 ½ so-called).

- This Article provides for the repurposing of the bond proceeds remaining from the completed Library renovation/addition and Senior Center building project for use toward the Lincoln St. Elementary School Addition Renovation Project.

ARTICLE 21 (CIP): Fire Department - Car One Replacement MOTION PASSED

To see if the Town will vote to appropriate the sum of Sixty-Six Thousand Dollars (\$66,000) to purchase a command/communications vehicle, and related accessory items and equipment, including radio, lighting and command console, and to meet said appropriation, the sum of Sixty Six Thousand Dollars (\$66,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds for the replacement of the Fire Chief's command/communications vehicle, and related accessory items and equipment, including radio, lighting, and command console.



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ARTICLE 22 (CIP): Fire Department - Forestry One Replacement MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Seventy Five Thousand Dollars (\$175,000) for the purchase of a forestry/brush truck, and related accessory items and equipment, including radio, lighting and command console, and to meet said appropriation, the sum of One Hundred Seventy Five Thousand Dollars (\$175,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the purchase of a forestry/brush truck, and related accessory items and equipment, including radio, lighting, and command console, which is the primary response brush truck, equipped with a portable pump and 300-gallon water tank for rapid response to forest and brush fires.

ARTICLE 23 (CIP): Police Department – CCTV Replacement MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Three Thousand Five Hundred Dollars (\$53,500) for the purchase of a police station closed circuit (CCTV) security system, and to meet said appropriation, the sum of Fifty Three Thousand Five Hundred Dollars (\$53,500) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funding for the replacement of the existing closed circuit (CCTV) security system at the Police Station.

ARTICLE 24 (CIP): MIS/GIS - Wide-Area Fiber Network MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred and Ten Thousand Dollars (\$110,000) for the purchase of a Wide-Area Fiber Network for network connectivity, and to meet said appropriation, the sum of One Hundred

and Ten Thousand Dollars (\$110,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the installation of a new Wide-Area Fiber Network and related equipment in order to connect the Police Department, Town Hall, Library, Fire Department and Highway Garage along a one-mile stretch of Main Street.

ARTICLE 25 (CIP): DPW - Dump Truck w/Spread-er & Plow MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Ninety Five Thousand Dollars (\$195,000) for the purchase of a Six-Wheel Dump Truck with Spreader and Plow, and to meet said appropriation, the sum of One Hundred and Ninety Five Thousand Dollars (\$195,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the replacement of a Dump Truck with Spreader & Plow for the purpose of snow removal, plowing and hauling materials during construction months.

ARTICLE 26 (CIP): DPW - Wing Mower MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Five Thousand Dollars (\$55,000) for the purchase of a Wing Mower Replacement, and to meet said appropriation, the sum of Fifty Five Thousand Dollars (\$55,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the purchase of Wing Wide-Area Mower to be used at all the large, Town-owned fields including the cemetery and the fields at the elementary and middle schools.

ARTICLE 27 (CIP): DPW - All Purpose Tractor MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Thousand Dollars (\$55,000) for the purchase of an All Purpose Tractor, and to meet said appropriation, the sum Fifty Five Thousand Dollars (\$55,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the purchase of an All-Purpose Compact Tractor to be used for backfilling graves and general clean-up in areas inaccessible to larger machines.

ARTICLE 28 (CIP): DPW - Church Street Culvert Replacement MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Twenty Thousand Dollars (\$120,000) for design services in connection with the replacement of the Church Street Culvert over Cold Harbor Brook, and to meet said appropriation, the sum of One Hundred Twenty Thousand Dollars (\$120,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the design work necessary for the replacement of the Church Street culvert crossing over Cold Harbor Brook near the center of Town. The engineering design will be the basis for solicitation of bids and a subsequent funding request of between \$900,000 and \$1 million in FY2016 to do the actual work.

10:58pm a motion was made to adjourn the meeting
MOTION PASSED

April 29, 2014 Adjourned Session of Annual Town Meeting

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

ARTICLE 29 (CIP): DPW - Otis Street Culvert Replacement MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Ten Thousand Dollars (\$110,000) for the purpose of replacing the Otis Street crossing over the Smith Pond outlet, and to meet said appropriation, the sum of One Hundred Ten Thousand Dollars (\$110,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the engineering and design work for the replacement of the Otis Street culvert crossing over the Smith Pond outlet. The engineering design will be the basis for solicitation of bids and a subsequent funding request of between \$900,000 and \$1 million in FY2016 to do the actual work.

ARTICLE 30 (CIP): DPW Sewer Hudson Street Pump Station Improvements MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) for the design of improvements to the Hudson Street Pump Station, and to meet said appropriation, the sum of One Hundred Fifty



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Thousand Dollars (\$150,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the design work necessary for improvements to the Hudson Street Sewer Pump Station, which discharges nearly all of the Town’s sewage to the Marlborough Westerly Treatment Plant. The design will be used as the basis for an FY16 request for funds for construction costs of the improvement, which are estimated to be \$1 million.

ARTICLE 31 (CIP): DPW - Water Meter Replacement & Billing System MOTION PASSED

To see if the Town will vote to appropriate the sum of One Million Five Hundred Thousand Dollars (\$1,500,000) to purchase a water meter replacement & billing system, and to meet said appropriation, the sum of One Million Five Hundred Thousand Dollars (\$1,500,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the replacement of approximately 4,300 water meters which are reaching the end of their useful life. The new meters and related billing software will allow for the identification of leaks, tampering, reverse flow conditions and the recording of timed flow-interval data. Funding for the project will come from the water and sewer enterprise fund fees.

ARTICLE 32 (CIP): DPW Water - Edmunds Hill Tank Rehabilitation MOTION PASSED

To see if the Town will vote to appropriate the sum of Three Hundred Twenty Five Thousand Dollars (\$325,000) for the rehabilitation of the Edmunds Hill Water Tank, and to meet said appropriation, the sum of Three Hundred Twenty-Five Thousand (\$325,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the rehabilitation of the Edmunds Hill Tank as required by MassDEP to address the findings

of the most recent tank inspections, which included the need for resurfacing to address corrosion. Funding for this project will come from the water enterprise fund fees.

ARTICLE 33 (CIP): DPW Water/Sewer - One-Ton Service Truck with Plow MOTION PASSED

To see if the Town will vote to appropriate the sum of Sixty Five Thousand Dollars (\$65,000) for the purchase of a one-ton service truck and plow, and to meet said appropriation, the sum of Sixty Five Thousand Dollars (\$65,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the purchase of a one-ton service truck with plow to serve as a general response vehicle to all water and sewer division calls and to be used as a plow vehicle. It is proposed that funding for this item come from the retained earnings of the Water and Sewer Enterprise Funds with \$39,000 from Water and \$26,000 from Sewer for a total of \$65,000.

ARTICLE 34 (CIP): DPW Sewer - Vacuum/Jetter Combination Trailer MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Thousand Dollars (\$100,000) for the purchase of a trailer mounted vacuum/jetter, and to meet said appropriation, the sum of One Hundred Thousand Dollars (\$100,000) be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides for the purchase of a trailer mounted vacuum/jetter to be used to clean and excavate various structures for the Sewer Division. It is proposed that funding for this project come from the Sewer Enterprise Fund Free Cash.

ARTICLE 35: Historic District - Establish Peter Whitney Historic District MOTION PASSED

To see if the Town will vote to amend Part 1 of the Northborough Town Code, Chapter 1-60 Historic District Commission, Section 1-60-050 Historic District established, by adding the text shown as underlined below, or take any action relative thereto.

1-60-050 Historic District established.

There is hereby established under the provisions of the Historic Districts Act, MGL C. 40C, as amended by Chapter 359

of the Acts of 1971, an Historic District to be known as the “Peter Whitney Parsonage Historic District”. Said district is described on the map entitled “Peter Whitney Parsonage Historic District” on file in the office of the Town Clerk.

ARTICLE 36: Historical Comm. – Serve as Local Historic District Commission PASSED OVER

To see if the Town will vote to amend Part 1 of the Northborough Town Code, Chapter 1-60 Historic District Commission, Section 1-60-010 Establishment, by deleting the text shown with a strikethrough and adding the text shown underlined, or take any action relative thereto.

1-60-010 Establishment.

There is hereby established, under the provisions of the Historic Districts Act, MGL C. 40C, as amended by Chapter 359 of the Acts of 1971, a Northborough Historic District Commission with all the powers and duties of an historic district commission as set forth by said statute. In accordance with MGL C. 40C § 14, the Historic District Commission shall have the powers and duties of an historical commission as provided in section eight D of chapter forty

ARTICLE 37: Historic Buildings Bylaw - Increase Demolition Delay Period MOTION FAILED

To see if the Town will vote to amend the Northborough Town Code, Part 2 General Legislation, Chapter 2-36 Historic Buildings, Section 2-36-030 Procedure, by deleting the wording shown in strikethrough and replacing it with the words shown as underlined, or take any action relative thereto.

2-36-030 Procedure

1. Within seven (7) days of receipt of an application for a demolition permit for a structure that is, in whole or in part, one hundred (100) years or more old, the Inspector shall forward a copy thereof to the Commission. No demolition permit shall be issued at that time.

2. (a) Within thirty (30) days of the Commission’s receipt of a demolition permit application, the Commission shall determine whether the structure is a significant building. The Commission shall hold a public hearing for that purpose, notice of which shall be posted in the Town Hall at least seven (7) days prior to the hearing. Written notice of the hearing shall also be provided to the owner and the



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Inspector. If the Commission determines the structure is not a significant building, the Commission shall notify the Selectman and Inspector in writing and the Inspector may issue a demolition permit.

If the structure is determined to be a significant building, the Commission shall so advise the owner, the Inspector and the Selectman in writing. The Inspector shall not issue a demolition permit for a period of ~~one hundred eighty (180)~~ three hundred sixty five (365) days from the date of application for such permit.

(b) During the ~~one hundred eighty (180)~~ three hundred sixty five (365) day period, the Commission will invite the applicant (and owner of record, if different from the applicant) to participate in an investigation of alternatives to demolition.

The Commission shall notify the Selectman and Inspector if the applicant and/or property owner has made a reasonable and unsuccessful effort to locate a purchaser for the building or structure who has agreed to preserve, rehabilitate, restore or relocate the same, or has agreed to alternatives to demolition, and the Commission is satisfied that there is no feasible alternative to demolition. This notice will be in writing, and may occur at any time during the ~~one hundred eighty (180)~~ three hundred sixty five (365) day period. The Inspector may then issue a permit to demolish in accordance with all applicable procedures.

ARTICLE 38: Zoning Bylaw – Registered Marijuana Dispensary MOTION FAILED (86 yes -102 no)

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, as follows, or take any action relative thereto.

A) by adding paragraph G.(7)(g) to Section 7-05-020 of Chapter 7-05 Use Regulations, as shown below in the underlined text;

G.(7)(g) Registered Marijuana Dispensary: Also known as Medical Marijuana Treatment Center, is a not-for-profit entity registered under 105 CMR 725.100 that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products (“MIPs”), tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation or marijuana.

B) by adding a new entry for “Registered Marijuana Dispensary” to Section 7-05-030 of said Chapter 7-05, Table 1. Table of Uses. Part B. Commercial and Industrial Districts, as shown below in the underlined text:

C) by adding to Chapter 7-10 Special Regulations, a new Section 7-10-070 Registered Marijuana Dispensary, as shown below in the underlined text:

7-10-070 Registered Marijuana Dispensary (RMD)

A. Purpose. To provide for the placement of Registered Marijuana Dispensaries (RMDs) in accordance with the Humanitarian Medical Use of Marijuana Act, G.L.C.94C, App. §1-1, et seq., in locations suitable for lawful medical marijuana facilities and to minimize adverse impacts of RMDs on adjacent properties, residential neighborhoods, historic districts, schools, playgrounds and other locations where minors congregate by regulating the siting, design, placement, security, and removal of RMDs.

B. Definitions. Where not expressly defined in the Northborough Zoning Bylaw, terms used in this Section 7-10-070 shall be interpreted as defined in the Humanitarian Medical Use of Marijuana Act, G.L. c.94C, App. §1-1, et seq. and the Department of Public Health Regulations promulgated thereunder, 105 CMR 725.001, et seq., and otherwise by their plain language.

1. Registered Marijuana Dispensary: also known as Medical Marijuana

Treatment Center, means a not-for-profit entity registered under 105 CMR 725.100, that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products (“MIPs”), tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

C. Location.

1. RMDs may be permitted in the Highway Business district by right.
2. RMDs may not be located within 300 feet of the following:
 - a. School, including a public or private elementary, vocational, or secondary school or a public or private college, junior college, or university;
 - b. Licensed child care facility;
 - c. Library;
 - d. Playground;
 - e. Public park;
 - f. Youth center;
 - g. Public swimming pool;
 - h. Video arcade facility; or
 - i. Similar facility in which minors commonly congregate.
3. The distance under this section is measured in a straight line from the nearest point of the property line of the

Uses	DB	BE	BW	BS	HB	I
Other Business Uses						
Veterinary Clinic	N	BA	BA	BA	BA	N
Kennel	N	N	BA	N	N	N
Funeral Home	BA	BA	BA	N	N	N
Adult Uses	N	N	N	N	BA	N
Commercial Storage Facility	N	N	BA	BA	N	PB
Registered Marijuana Dispensary	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>	<u>N</u>



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protected use identified in Section C.2. to the nearest point of the property line of the proposed RMD.

4. The distance requirement may be reduced by twenty-five percent or less, but only if:
 - a. The applicant demonstrates that the RMD would otherwise be effectively prohibited within the Town;
 - b. The applicant demonstrates that the RMD will employ adequate security measures to prevent diversion of medical marijuana to minors who are not qualifying patients pursuant to 105 CMR 725.004.

D. Procedure: An applicant proposing to operate a RMD shall submit with its building permit application the following information. If no building permit is required, the information shall be submitted with the request for an occupancy permit.

1. A copy of its registration as a RMD from the Massachusetts Department of Public Health (“DPH”);
2. A detailed floor plan of the premises that identifies the square footage available and describes the functional areas of the RMD, including areas for any preparation of MIPs;
3. A description of the security measures, including employee security policies, approved by DPH for the RMD;
4. A copy of the emergency procedures approved by DPH for the RMD;
5. A copy of the policies and procedures for patient or personal caregiver home-delivery approved by DPH for the RMD;
6. A copy of the policies and procedures for the transfer, acquisition, or sale of marijuana between RMDs approved by DPH;
7. A copy of proposed waste disposal procedures;
8. A description of any waivers from DPH regulations issued for the RMD;
9. Hours of Operation, including dispatch of home deliveries.

E. Reporting.

1. The RMD shall file a copy of any Incident Report required under 105 CMR 725.110(F) with the Zoning

Enforcement Officer within 24 hours of creation by the RMD. Such reports may be redacted as necessary to comply with any applicable state or federal laws and regulations;

2. The RMD shall file a copy of any summary cease and desist order, cease and desist order, quarantine order, summary suspension order, order limiting sales, notice of hearing, or final action issued by DPH or the Division of Administrative Law Appeals, as applicable, regarding the RMD with the Zoning Enforcement Officer within 48 hours of receipt by the RMD;
3. The RMD shall provide to the Zoning Enforcement Officer and Chief of the Police Department, the name, telephone number and electronic mail address of a contact person in the event that such person needs to be contacted after regular business hours to address an urgent issue. Such contact information shall be kept updated by the RMD; and
4. The RMD shall notify the Zoning Enforcement Officer in writing within 48 hours of the cessation of operation of the RMD or the expiration or termination of the permit holder’s registration with DPH.

F. Prohibition against Nuisances. No use shall be allowed under this Section 7-10-070 which creates a nuisance to abutters or to the surrounding area, or which creates any hazard, including but not limited to, fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area.

G. Severability. The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw.

ARTICLE 39: Zoning Bylaw – Registered Marijuana Dispensary Moratorium MOTION FAILED

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Chapter 7-10, Special Regulations, by adding the following new Section 7-10-070, as shown below in the underlined text, or take action relative thereto.

SECTION 7-10-070 - Temporary Moratorium on Medical Marijuana Treatment Centers/Registered Marijuana Dispensaries

A. Purpose. By vote at the state election on November 6, 2012, the voters of the commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013. On May 8, 2013, the State Department of Public Health promulgated Regulations that are effective on May 24, 2013. Currently, under the Zoning Bylaw, a Medical Marijuana Treatment Center, identified in the State Regulations as a Registered Marijuana Dispensary, is not a permitted use in the Town of Northborough. The State Regulations are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers/Registered Marijuana Dispensaries. The regulation of medical marijuana raises novel and complex legal, planning and public safety issues and the Town needs time to study and consider the regulation of such use and address such novel and complex issues, as well as to address the potential impact of the State Regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers/Registered Marijuana Dispensaries so as to allow the Town 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 objectives.

B. Definitions. As used in this section, the following terms shall have the meanings indicated:

Registered Marijuana Dispensary – Also known as Medical Marijuana Treatment Center, means a not-for-profit entity registered under 105 CMR 725.100, that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products (“MIPs”), tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers. Unless otherwise



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specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

C. Temporary moratorium.

(1). For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center/Registered Marijuana Dispensary.

(2). The moratorium shall be in effect through December 31, 2014.

(3). During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the State Regulations and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers/Registered Marijuana Dispensaries and related uses.

ARTICLE 40: Zoning Bylaw - Large-Scale Ground-Mounted Solar Photovoltaic Installation - MOTION FAILED (101 yes - 72 no 2/3rds majority vote required)

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, as follows, or take any action relative thereto.

A) by adding to Chapter 7-05 Use Regulations, Section 7-05-020 Classification of uses, Subsection I Industrial uses, the underlined text shown below and renumbering the existing clauses (5) and (6) of said subsection as (6) as (7):

I.(5) Large-scale ground-mounted solar photovoltaic installation: A solar photovoltaic system that is installed on the ground and is not installed on an existing or planned structure's roof, and has a rated nameplate capacity of at least two hundred-fifty kilowatts (250 kW) direct current (DC).

B) by adding a new entry for "Large-Scale Ground-Mounted Solar Photovoltaic Installation" to Section 7-05-030 of said Chapter 7-05, Table 1. Table of Uses. Part B. Commercial and Industrial Districts, as shown below in the underlined text:

C) by adding to Chapter 7-10 Special Regulations, a new Section 7-10-060, as shown in the underlined text below:

7-10-060 Large-Scale Ground-Mounted Solar Photovoltaic Installation

A. Purpose.

The purpose of this bylaw is to allow the creation of new Large-Scale Ground-Mounted Solar Photovoltaic Installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, and minimize impacts on scenic, natural and historic community resources.

B. Applicability.

This section applies to Large-Scale Ground-Mounted Solar Photovoltaic Installations proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

Solar installations with a rated nameplate capacity of less than two hundred-fifty kilowatts (250 kW) of direct current (DC) are not subject to this Bylaw.

C. Definitions.

As used in this Section, the following terms shall have the meanings indicated:

Large-Scale Ground-Mounted Solar Photovoltaic Installation: A solar photovoltaic system that is installed on the ground and is not installed on an existing or planned structure's roof, and has a rated nameplate capacity of at least two hundred-fifty kilowatts (250 kW) direct current (DC).

Rated Nameplate Capacity: Maximum rated output of the complete proposed solar array project in kilowatts of direct current.

Solar Photovoltaic Array: An arrangement of solar photovoltaic panels.

D. General Requirements for all Large-Scale Ground-Mounted Solar Photovoltaic Installations.

The following requirements apply to all Large-Scale Ground-Mounted Solar Photovoltaic Installations:

1. Compliance with Laws, Bylaws and Regulations: The construction and operation of all Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be constructed in accordance with the State Building Code and shall require a local building permit.

2. Site Plan Approval: Large-Scale Ground-Mounted Solar Photovoltaic Installations are subject to site plan approval by the Site Plan Approval Authority. Site plans shall contain the requirements of Section 7.0 Site Plan Regulations of the Planning Board's Rules and Regulations and, in addition, include:

- a. A site plan detailing the array arrangement, control panels or enclosures, inverter assemblies, step-up transformers and the utility interconnection point.
- b. A one-line diagram showing the array panel interconnections, inverter arrangement, step-up transformer connections and the utility interconnection including reclosure(s) (if required). The one line diagram

Table 1. Table of Uses. Part B. Commercial and Industrial Districts						
Uses	DB	BE	BW	BS	HB	I
INDUSTRIAL USES						
Light manufacturing	N	N	N	BA	N	Y
Research and development	N	N	N	N	N	Y
Data processing center and records storage	N	N	N	BA	N	Y
Printing and publishing	N	N	N	N	N	Y
Large-Scale Ground-Mounted Solar Photovoltaic Installation	N	N	N	N	N	Y



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- shall identify all the protection devices in the circuit including electrical isolation disconnects.
- c. The site safety electrical grounding plan including the grid design and location of ground rods, fence and gate grounds.
 - d. A protection scheme coordination study shall be provided that indicates the equipment protection is properly coordinated.
 - e. An equipment table or documentation shall be provided detailing the various components, in particular oil filled apparatus (transformers or high voltage switches).
 - f. All provisions of the National Electrical Code and National Electrical Safety Code shall apply.
 - g. Details of the array foundations and structural mounting shall be provided.
 - h. Calculations shall be provided for all structural loading (including but not limited to wind and ice). Electrical cable, array interconnection and feeder calculations shall be provided, along with the grounding calculations.
 - i. The information provided above shall be certified as correct and stamped by a registered Professional Engineer from the Commonwealth of Massachusetts.
3. Site Control: The project Developer or operator shall submit documentation of actual or prospective access and control of the project site which is sufficient to allow for construction and operation of the proposed Large-Scale Ground-Mounted Solar Photovoltaic Installation.
4. Security: Security measures and fencing shall be provided for Large-Scale Ground-Mounted Solar Photovoltaic Installations in order to prevent unauthorized access. All equipment, stored materials, etc. within the fence perimeter shall be set back from the fence a minimum of 10 feet. Gates shall be locked at all times when not actually in use. The use of barbed wire or razor wire fencing is

prohibited. The following signage shall be required: high voltage warning signs on the fence every 20 feet or in accordance with OSHA or other safety criteria, and the entry gate shall have signage using 2 inch or higher letters identifying the facility Developer or owner and providing emergency contact information.

5. Operations & Maintenance Plan: The project Developer or operator shall submit a plan for the operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation which shall include measures for maintaining safe access to the installation, storm water controls and general procedures for operations and maintenance of the installation. All electrical panels shall be labeled using 2 inch high numbers and letters with the highest voltage level within the panel or enclosure.

6. Notifications, Safety Reviews and Training:

a. The Developer shall meet with the Town of Northborough Police Chief or his designated representative to review the security plan and provide emergency call contact information.

b. The Developer shall meet with the Town of Northborough Fire Chief to review the installation including potential fire sources, including but not limited to oil filled apparatus. Material Safety Data Sheets (MSDS) for any construction use or planned storage of hazardous materials including cleaning solvents, oils, etc. shall be provided to the Fire Chief.

c. Annually the Developer or owner shall meet on-site or as mutually agreed with representatives of the Fire and Police departments to review any changes or concerns with the installation.

7. Utility Notification: No Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be constructed until evidence has been given to the Site Plan Approval Authority that the utility company that operates the electrical grid where the Installation is to be located has approved, or provided evidence that the utility will approve, the Developer's proposed solar array interconnection. Off-grid Installations or systems shall be exempt from this requirement.

8. Appurtenant Structures: All appurtenant structures to Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be subject to provisions of the Zoning Bylaw concerning the bulk and height of structures, lot area, open space, parking and building coverage requirements,

and sound or noise level generated by equipment. All such appurtenant structures, including but not limited to equipment shelters or enclosures, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Setbacks shall conform to Subsection E. of this bylaw.

E. Dimensional Requirements.

1. Front Yard Setback: The front yard shall have a depth of at least 40 feet provided, however, that where the lot abuts a Residential district or residential use within the district allowing Large-Scale Ground-Mounted Solar Photovoltaic Installations, the front yard shall not be less than 100 Feet.

2. Side Yard Setback: Each side yard shall have a depth of at least 20 feet provided, however, that where the lot abuts a Residential district or residential use within the district allowing Large-Scale Ground-Mounted Solar Photovoltaic Installations, the side yard shall not be less than 100 feet.

3. Rear Yard Setback: The rear yard shall have a depth of at least 25 feet provided, however, that where the lot abuts a Residential district or residential use within the district allowing Large-Scale Ground-Mounted Solar Photovoltaic Installations, the rear yard shall not be less than 100 feet.

F. Design Standards.

1. Lighting: Lighting of the Large-Scale Ground-Mounted Solar Photovoltaic Installation and appurtenant structures shall be limited to that required for safety, security, and operational purposes, and shall be of reasonable height and reasonably shielded from abutting properties. All lighting shall be switchable and not "on" unless required for security or operations purposes.

2. Signage: Signs appurtenant to the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall comply with the Town's Sign Bylaw. A sign consistent with the Town's Sign Bylaw shall be required to identify the owner and provide a 24-hour emergency contact phone number.

3. Screening/Landscape Buffer: At a minimum, half of the provided front, side and rear yard setback areas shall be designed to reduce the visual impact of the Solar Photovoltaic Array upon adjacent property by use of trees,



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shrubs, walls, fences, or other landscape elements with the exception of the location of the driveway access. Where the area to be developed abuts land developed for residential use, suitable landscaping shall consist of a substantial sight-impervious screen of evergreen foliage at least eight (8) feet in height or planting of shrubs and trees complemented by a sight-impervious fence of a maximum six (6) feet in height, or such other type of landscaping as may be required under site plan review.

4. Utility Connections: Reasonable efforts, as determined by the Site Plan Approval Authority, shall be made to place all utility cables from the Large-Scale Ground-Mounted Solar Photovoltaic Installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider.
5. Storm water Management: Best management practice shall be used for controlling and managing storm water run-off and drainage for the Large-Scale Ground-Mounted Solar Photovoltaic Installation in compliance with all applicable federal, state and local regulations.

G. Safety and Environmental Standards.

1. Upon request, the Developer or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be clearly marked. The Developer or operator shall identify a responsible person for public inquiries throughout the life of the installation.
2. Land Clearing, Soil Erosion and Habitat Impacts: Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation or otherwise prescribed by applicable laws, regulations and bylaws.

H. Modifications. All substantial modifications or changes to a Large-Scale Ground-Mounted Solar Photovoltaic Installation require site plan approval by the Site Plan Approval Authority.

I. Abandonment or Decommissioning. Any Large-Scale Ground-Mounted Solar Photovoltaic Installation which has failed to operate for more than one year, as determined by the interconnected utility’s revenue metering equipment or billing records, without the written consent of the Site Plan Approval Authority shall be considered abandoned and shall be removed. The Developer or operator shall physically remove the Installation no more than 150 days after the date of discontinued operations. The Developer or operator shall notify the Building Inspector by certified mail of the proposed date of discontinued operations and plans for removal. The Developer or operator shall be responsible for all associated decommissioning activities and associated costs. Decommissioning shall consist of:

1. Physical removal of all Large-Scale Ground-Mounted Solar Photovoltaic Installation structures, foundations, equipment, security barriers, control buildings or enclosures, underground wiring, cables or grounding conductors and the utility interconnection equipment and lines from the site;
2. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;
3. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Site Plan Approval Authority may allow the Developer or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

J. Severability. The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw.

ARTICLE 41: Zoning Bylaw – Signs MOTION PASSED

To see if The Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-040 Signs, by deleting the text shown below in strikethrough and replacing it with the next text shown as underlined, or take any action relative thereto.

7-09-040 Signs.

D. Basic requirements.

- (1) The only signs allowed in the Town of Northborough are signs that advertise, call attention to or indicate the person occupying the premises on which the sign is erected or maintained, or the business transacted thereon, or that advertise the property itself or any part thereof as for sale or rent and which contain no other matter.
- (2) Billboards and similar signs are specifically prohibited.
- (3) No sign shall be part of or attached to marquees or awnings.
- (4) Flashing, moving and animated signs are prohibited.
- (5) Signs containing electronic streaming messages are prohibited.
- (6) Changeable copy signs that provide a variable message, the content of which can be changed by manual or electronic means, are allowed.
- (7) No sign may be illuminated between 12:00 midnight and 6:00 a.m. except signs identifying police or fire stations or essential public services.
- (8) “No hunting, fishing, etc.,” signs not to exceed one (1) square foot are allowed.
- (9) Construction, erection and location of all freestanding signs shall be subject to the approval of the Building Inspector. No freestanding signs shall be erected if they create a safety hazard to vehicular or pedestrian traffic, in the opinion of the Building Inspector.

G. Signs in business districts.

- (10) Type, size and number of signs. There shall be not more than the following on each lot:
 - (a) Downtown Business District:
 - [1] Lot with one (1) or two (2) tenants:
 - [a] Freestanding sign: one (1) freestanding sign; size not to exceed thirty-two (32) sq. ft., height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name(s) of tenant(s) of the facility, in a fixed manner, and may have an additional sixteen (16) sq. ft. of space for changeable copy message.
 - [b] Wall sign: one (1) wall sign not to exceed thirty-two (32) sq. ft. in area or two (2) wall signs with a combined total area not to exceed thirty-two (32) sq. ft.
 - [c] Directory sign: one (1) directory of the tenants of the building, affixed to the exterior wall. The area of the direc-



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tory sign shall not exceed one (1) sq. ft. for each tenant of the building.

[2] Lot with three (3) or more tenants.

[a] Freestanding sign: one (1) freestanding sign for each ten (10) tenants; size not to exceed forty (40) sq. ft., height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name of the facility in a fixed manner, and may include space for listing of individual tenants, and may have an additional twenty (20) sq. ft. of space for or changeable copy message. When more than one (1) freestanding sign on a lot, there shall be not less than fifty (50) feet between signs and no sign shall be located so as to obstruct the viewing of any other sign.

[b] Wall sign: one (1) wall sign not to exceed thirty-two (32) sq. ft. for each tenant, attached to the wall of the store, or two (2) wall signs with a combined total area not exceeding thirty-two (32) sq. ft.

[c] Directory sign: one (1) directory of the tenants affixed to the exterior wall of the building. Such directory sign shall not exceed an area determined on the basis of one (1) sq. ft. for each tenant of the building.

(b) Business East, Business West, and Business South Districts.

[1] Lot with one (1) or two (2) tenants.

[a] Freestanding sign: one (1) freestanding sign, size not to exceed thirty-two (32) sq. ft. in area, height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name(s) of the tenant(s), in a fixed manner, and may have an additional sixteen (16) sq. ft. of space for changeable-copy message.

[b] Wall sign: one (1) wall sign not to exceed thirty-two (32) sq. ft. in area or two (2) wall signs with a combined total area not to exceed thirty-two (32) sq. ft.

[c] Directory sign: one (1) directory of the tenants of the facility, affixed to the exterior wall. Such directory sign shall not exceed an area determined on the basis of one (1) sq. ft. for each tenant of the building.

[2] Lot with three (3) or more tenants.

[a] Freestanding sign: one (1) freestanding sign for each ten (10) tenants located on the lot; size not to exceed fifty (50) sq. ft., height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name of the facility in a fixed manner and may have space for listings of individual tenants and may have an additional twenty-five (25) sq. ft. of space for or changeable-copy message. When there is more than one (1) freestanding sign on a lot, there shall be not less than fifty (50) feet between signs, and no sign shall be located to obstruct the viewing of any other sign.

[b] Wall sign: one (1) wall sign not to exceed thirty-two (32) sq. ft. for each tenant, attached to the wall of the store, or two (2) wall signs with a combined total area not exceeding thirty-two (32) sq. ft.

[c] Directory sign: one (1) directory of the tenants of the building affixed to the exterior wall of the building. Such directory sign shall not exceed an area determined on the basis of one (1) sq. ft. for each tenant of the building.

(c) Highway Business District.

[1] Lot with one (1) or two (2) tenants.

[a] Freestanding sign. Not more than one (1) freestanding sign, size not to exceed one hundred (100) sq. ft., height not to exceed twenty (20) feet as measured from the ground to the highest point of the sign. The freestanding sign shall indicate the name(s) of the tenant(s), in a fixed manner, and may have an additional fifty (50) sq. ft. of space for changeable-copy message.

[b] Wall sign: one (1) wall sign, size not to exceed one hundred (100) sq. ft. or two (2) wall signs with a combined total area not to exceed one hundred (100) sq. ft.

[c] Directory sign: one (1) directory of the tenants of the building affixed to the exterior wall. Such directory sign shall not exceed an area determined on the basis of one (1) sq. ft. for each tenant of the building.

[2] Lot with three (3) or more tenants.

[a] Freestanding sign. Not more than one (1) freestanding

sign for each ten (10) tenants located on the lot; size not to exceed one hundred (100) sq. ft., height not to exceed twenty (20) feet as measured from the ground to the highest point of the sign. The freestanding sign shall indicate the name of the facility in a fixed manner and may have space for listings of individual tenants and may have an additional fifty (50) sq. ft. of space for or changeable-copy message. When there is more than one (1) freestanding sign on a lot, there shall be not less than fifty (50) feet between signs, and no sign shall be located to obstruct the viewing of any other sign.

[3] Wall sign: one (1) wall sign not to exceed one hundred (100) sq. ft. for each tenant, attached to the wall of the store, or two (2) wall signs with a combined total area not exceeding one hundred (100) sq. ft.

[4] Directory sign. There may be not more than one (1) directory of the tenants of the building affixed to the exterior wall of the building. Such directory sign shall not exceed an area determined on the basis of one (1) sq. ft. for each occupant or tenant of the building.

(11) Location.

(a) A freestanding sign shall be permitted only when erected on the property which is advertised, and no portion of the sign shall be located within the airspace above any other abutting property.

(b) A wall sign attached to a building shall be securely affixed to one (1) of the walls of the building. The sign shall not project beyond the face of any other wall of the building or above the top of the wall to which it is attached, nor shall it be located on the roof of any building. In the case of a sign parallel to the wall, the sign shall not project more than twelve (12) inches. In the case of a sign perpendicular to the wall, the sign shall not project more than six (6) feet from the face of the wall to which it is attached. If the sign is attached to a parapet, it shall not exceed the height of the parapet.

(c) In no case shall any sign or part thereof project over a property line or over a public way.

(12) Temporary signs. Signs for the purpose of announcing a special day or event and not to exist more than ~~forty-five (45)~~ 56 (fifty-six) days per calendar year shall be permitted. The Board of Selectmen may grant an extension of this time period. One (1) exterior movable sign shall be limited to fifteen (15) sq. ft. One (1) temporary sign shall be permitted for each freestanding sign as permitted by this section. Tem-



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porary signs shall be placed a minimum distance of thirty (30) feet apart from each other. Temporary signs affixed to the inside of a window shall not exceed thirty (30) percent of the window area of the storefront. To place a temporary sign on property other than that which is being advertised, the Applicant must have written permission from the landowner and the Board of Selectmen.

Signs in the Industrial District.

(13) Signs shall be allowed that advertise the name of the firm or goods or services available or manufactured on the premises, provided that:

- (a) No sign shall project over a street or way used by the public.
- (b) The total area of all signs shall not exceed two hundred (200) sq. ft.
- (c) No sign shall move or flash or be designed to attract the eye by intermittent or repeated motions.
- (d) No sign shall be illuminated by exposed neon or fluorescent tubes.
- (e) No sign shall constitute a hazard to vehicular traffic by the direction of and amount of its illumination
- (f) The length of the sign shall not exceed thirty (30) percent of the total width of the wall to which it is attached.
- (g) All lettering is to be open and the height of the letters shall be limited to eight (8) feet.
- (h) Such signs shall be attached and parallel to a building wall or roof, and the top of the sign shall not project higher than forty-two (42) inches above the main cornice line of the building or extend beyond the end of the building or project more than twenty-four (24) inches out from the building wall.

(14) No more than two (2) directional signs may be erected in any required front yard, and each shall be limited to four (4) sq. ft. in area.

(15) Freestanding signs. Freestanding signs shall not exceed twenty (20) feet in height measured from the ground to the

highest point of the sign or sign structure, and shall not exceed forty-two (42) sq. ft. in area. An additional 20 sq. ft. may be added for changeable copy message.

K. Special signs: Permit not required. The Following types of signs do not require a permit from the Building Inspector:

(16) Real estate signs advertising rent, lease or sale are permitted, provided that:

- (a) The sign shall not exceed thirty-two (32) sq. ft. in area.
- (b) The sign shall advertise only the premises on which it is located.
- (c) The sign shall be removed no more than one week after the completion of the sale or rental.

(17) Construction signs.

- (a) The sign shall not exceed thirty-two (32) sq. ft. in area.
- (b) The sign shall be maintained on the premises during construction and shall be removed upon completion of the construction or issuance of a certificate of occupancy and use, whichever occurs first.

(18) Real estate signs advertising an open house event.

- (a) The sign shall not exceed six square feet in area.
- (b) The sign may be erected on private property provided permission from the property owner has been granted.
- (c) The sign shall only be erected on the day of the open house and shall be removed at the conclusion of the open house each day.

Permit not required. The following types of signs do not require a permit from the Building Inspector:

- (4) Signs not exceeding one (1) sq. ft. in area and bearing only property numbers, post box numbers, or names of occupants of premises.
- (5) Flags and insignia of any government, except when displayed in connection with commercial promotion.
- (6) Legal notices, identification information or direction signs erected by governmental bodies.
- (7) Integral decorative or architectural features of buildings, except letters, trademarks, moving parts, or moving lights.
- (8) Signs directing and guiding traffic and parking on private property, but bearing no advertising matter.
- (9) Noncommercial message. Sign for non-profit organization; sign which displays no commercial message; "open" and "closed" signs; and/or similar type of sign which is subject to the approval of the Building Inspector.

ARTICLE 42: Zoning Bylaw - Floodplain Overlay District MOTION PASSED

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Chapter 7-04 Zoning Districts, Section 7-04-030 Floodplain Overlay District; boundaries, A. by deleting the text shown below with a strikethrough and adding the text shown as underlined, or take any action relative thereto.

Section 7-04-030 Floodplain Overlay District: boundaries. The Floodplain Overlay District is herein established as an overlay district. The district includes all special flood hazard areas within the Town of Northborough designated as Zone A and AE, on the Worcester County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Worcester County FIRM that are wholly or partially within the Town of Northborough are panel numbers 25027C0629EF, 25027C0631EF, 25027C0632EF, 25027C0633EF, 25027C0634EF, 25027C0641EF, 25027C0642EF, 25027C0643EF, 25027C0651EF, 25027C0653EF, 25027C0654EF, 25027C0661EF and 25027C0662EF dated July 04 16, 2011 2014. The exact boundaries of the district may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 04 16, 2011 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Building Department, Planning Department, and Engineering Department.

ARTICLE 43: Acceptance of South West Cut-Off Sewer Pump Station PASSED OVER

To see if the Town will vote to accept a parcel of land, and any related interests, structures, facilities and rights of access as determined necessary by the Board of Selectmen or the Board of Sewer Commissioners, from Equity One JV Sub Northborough LLC, said land being situated at 306 Southwest Cutoff (Route 20) in the Town of Northborough and more particularly described as Parcel G on a plan entitled "Plan of Land-Land on Route 20" by Waterman Design Associates, Inc. dated September 10, 2001, recorded in the Worcester Registry of Deeds in Plan Book 861 Plan 87, and to authorize the Board of Selectmen and the Board of Sewer Commissioners to execute all documents and take all actions



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necessary in connection therewith, or take any action relative thereto.

ARTICLE 44: Street Acceptances MOTION PASSED

To see if the Town will vote to accept the layouts as public ways of Cyrus Way, Weber Lane and a portion of Johnson Avenue as shown on the plans entitled "Acceptance Plan of Cyrus Way in Northborough, Massachusetts" dated December 17, 2013, prepared by R.W. Hart Associates Inc., Northborough, Massachusetts, and "Acceptance Plan of Weber Lane in Northborough, Massachusetts" dated December 2013, prepared by David E. Ross Associates, Inc., Northborough, Massachusetts, and "Acceptance Plan of the Extension of Johnson Avenue in Northborough, Massachusetts" dated December 26, 2013, prepared by Thompson-Liston Associates, Inc., Northborough, Massachusetts, copies of which are on file in the Office of the Town Clerk, and to place these streets on the Official Town Map as public ways, and to authorize the Board of Selectmen to accept or take by eminent domain deeds or easements for such public ways, or take any action relative thereto.

- This Article provides for the acceptance of Cyrus Way, Weber Lane and a portion of Johnson Ave as Town Streets and authorizes acquisition of related easements in connection with the subdivision approval process.

ARTICLE 45: Sidewalk Easement Whitney Street MOTION PASSED

To see if the Town will vote to accept a sidewalk easement, and such related easements, interests and rights of access as determined necessary by the Board of Selectmen from Cheriton Road Realty Corporation, in and about a portion of the property located at or near 1 Country Candle Lane and to authorize the Board of Selectmen to execute all documents and take all actions necessary in connection therewith, or take any action relative thereto.

- This Article provides for acceptance of a sidewalk easement along Whitney Street as constructed by the developer of the Laurence Falls Condominium project.

ARTICLE 46: Engineering-Roadway Widening, Alteration of Public Way, Otis St MOTION PASSED

To see if the Town will vote to accept three parcels of land along Otis Street from Wal-Mart Real Estate Business Trust, said parcels being more particularly described as Parcels A, B and C on a plan entitled "Plan of Land in the Town of Northborough" by Control Point Associates, Inc. dated February 2, 2013 for the purpose of widening the public way; and accept an alteration of the public way layout of Otis Street, as voted by the Board of Selectmen, a copy of which vote is on file in the office of the Town Clerk; and to amend the Official Town Map to reflect such alteration, or take any action relative thereto.

- This Article provides for the acceptance of three small parcels of land along Otis Street allowing for the widening of the right of way near the entrance and exits to improve access to the properties located at 184 and 200 Otis Street, and the associated alteration of the public way.

ARTICLE 47: Consolidated Personnel Bylaw 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 47 – Consolidated Personnel Bylaw Amendments – 2014 Annual Town Meeting".

10:53pm Motion was made to adjourn **MOTION PASSED**

April 30, 2014 Adjourned Session of Annual Town Meeting

7:31pm Moderator Fred George called the meeting to order, a quorum of at least 100 registered voters was present in the hall.

ARTICLE 48: Community Preservation Fund – Informational Signs for Historic Commission MOTION PASSED

To see if the Town will vote to appropriate the sum of Five Thousand Dollars (\$5,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Historical Commission for the purchase of two signs to

identify the historical burial grounds at Old Howard Street Burial Ground and Brigham Street Burial Ground, or take any other action relative thereto.

- Informational signs identifying the historic nature of the cemeteries will be placed at the Old Howard Street Burial Ground and the Brigham Street Burial Ground.

ARTICLE 49: Community Preservation Fund - Head and Footstone Restoration MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Two Thousand Five Hundred Dollars (\$52,500), or any other sum, from the Community Preservation Fund revenues and the sum of Twenty Five Thousand Five Hundred Dollars (\$25,500), or any other sum, from the Community Preservation Historic Resources Reserve, for a total of Seventy Eight Thousand Dollars (\$78,000), to the Northborough Historical Commission for headstone and footstone restoration at the Howard Street Cemetery, or take any other action relative thereto.

- Funds to be used to preserve, restore, and reset the historic headstones and footstones in the colonial section of the Howard Street Cemetery.

ARTICLE 50: Community Preservation Fund-Historic Resources Reserve Fund MOTION PASSED

To see if the Town will vote to appropriate the sum of Seventy Five Thousand Dollars (\$75,000), 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 other action relative thereto.

- Funds for future acquisition or preservation of historical property.

ARTICLE 51: Community Preservation Fund - Deck and Handicap Ramp at Memorial Field 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 the sum of Fifty Thousand Dollars (\$50,000), or any other sum, from the Community Preservation Unreserved Fund to the Northborough Department of Public Works for costs associated



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with the renovation of the observation platform, including but not limited to the addition of a handicap ramp, at Memorial Field, 0 East Main, 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 52: Community Preservation Fund - Basketball Court Improvements MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Ten Thousand Dollars (\$110,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Youth Basketball Association for costs associated with the repair and update of basketball courts at one or more of the following schools: the Peaslee Elementary School, Zeh Elementary School, Proctor Elementary School, and Melican Middle School, or take any other action relative thereto.

- Repair and/or replace basketball rims and nets as needed; repair of playing surfaces to include repair of cracks, line painting, and court surface repair.

ARTICLE 53: Community Preservation Fund - Affordable Housing Reserve Fund MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Two Thousand Five Hundred Dollars (\$52,500), or any other sum, from the Community Preservation Fund revenues to the Affordable Housing Reserve Fund, or take any other action relative thereto.

- Fund for future creation of affordable housing.

ARTICLE 54: Community Preservation Fund - Open Space Funding MOTION PASSED

To see if the Town will vote to appropriate the sum of Ninety One Thousand Four Hundred Dollars (\$91,400), or any other sum, from the Community Preservation Fund revenues and the sum of Three Hundred Eight Thousand Six Hundred

Dollars (\$308,600), or any other sum, from the Community Preservation Unreserved Fund for a total of Four Hundred Thousand Dollars (\$400,000), and place said amount in the Conservation Commission Fund for the purpose of future open space preservation or acquisitions and further, if such funds are used for the acquisition of real property, to authorize the Conservation Commission to grant a conservation restriction in said property, meeting the requirements of Massachusetts General Laws Chapter 184, to the Commonwealth of Massachusetts, or to a charitable corporation or foundation selected by the Conservation Commission with the right to enforce the restriction, or take any other action relative thereto.

- Funds for future open space acquisitions.

ARTICLE 55: Community Preservation Fund - New Trails and Maintenance of Existing Trails 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 Trails Committee, a subcommittee of the Northborough Open Space Committee, for construction materials for the creation of new trails, a parking area on Davis Street for the Hop Brook Trail, and repair of existing trails, or take any other action relative thereto.

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

ARTICLE 56: Community Preservation Fund - Debt Service for Open Space Acquisition (Green Street) MOTION PASSED

To see if the Town will vote to appropriate the sum of Forty Eight Thousand Six Hundred Dollars (\$48,600), or any other sum, from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for Debt Service and expenses associated with the Open Space land acquisition for the Fiscal Year 2015, or take any other action relative thereto.

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

ARTICLE 57: Community Preservation Fund - Administration of 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 Northborough Community Preservation Committee for expenses associated with the implementation of the Community Preservation Act including, but not limited to clerical assistance, office supplies, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2015, or take any action relative thereto.

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

ARTICLE 58: Public Safety Bylaw MOTION FAILED

To see if the Town will vote to amend the Northborough Town Code, Part 3 Public Safety, by adding a new Chapter 3-52, Discharge of Firearms, as shown in the underlined text below, or take any action relative thereto.

Section 3-52-010 Discharge of Firearms Restricted
Within the Town of Northborough, no person shall, except in the performance of a legal duty or in the lawful defense of a person or property, discharge any firearm within 500 feet of a dwelling or other occupied structure, unless granted written permission by the owner of the land on which the dwelling or structure is located.

ARTICLE 59: Civil Fingerprinting MOTION PASSED

To see if the Town will vote, as authorized by Massachusetts General Laws, Chapter 6, Section 172B 1/2, to amend the Northborough Town Code, Part 2 General Legislation, by adding a new Chapter 2-56, Fingerprint-Based Criminal History Records Check, as shown in the underlined text below, to authorize the Police Department to conduct State and Federal Fingerprint-Based Criminal History records checks for individuals applying for the following licenses:

- Hawkers, Peddlers, and Solicitors/Canvassers
- Ice cream truck vendor
- Manager of Premises Licensed for Alcoholic Beverage Sales, or take any action relative thereto.

Chapter 2-56 Fingerprint-Based Criminal History Records Check



2014 Annual Town Meeting Warrant

Section 2-56-010. Purpose and Authorization.

In order to protect the health, safety, and welfare of the inhabitants of the Town of Northborough, and as authorized by Chapter 6, Section 172B½ of the Massachusetts General Laws, the Town shall require:

- (a) applicants for a license listed in Section 2, below to submit to fingerprinting by the Northborough Police Department,
- (b) the Police Department to arrange for the conduct of fingerprint-based criminal record background checks, and
- (c) the Town to consider the results of such background checks in determining whether to grant such a license.

The Town authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), as may be applicable, to conduct on the behalf of the Town and its Police Department fingerprint-based state and national criminal history records checks, including FBI records, consistent with this bylaw. The Town authorizes the Police Department to receive and utilize state and FBI records in connection with such background checks, consistent with this bylaw. The Town shall not disseminate criminal record information received from the state or FBI to unauthorized persons or entities.

Section 2-56-020. Licenses Subject to Fingerprinting.

Any applicant for a license to engage in any of the following occupational activities shall have a full set of fingerprints taken by the Police Department for the purpose of conducting a state and national fingerprint-based criminal history records check:

Manager of Premises Licensed for Alcoholic Beverage Sales
Hawkers, Peddlers, and Solicitors/Canvassers
Ice Cream Truck Vendor

Section 2-56-030. Police Department Procedure.

The Police Department will forward the full set of fingerprints obtained pursuant to this Chapter either electronically or manually to the State Identification Section of the Massachusetts State Police.

The Police Department shall provide the applicant with a copy of the results of his or her fingerprint-based criminal background check and supply the applicant with an opportunity to complete, or challenge the accuracy of, the information contained in it, including the state and FBI identification record. Any applicant that wishes to challenge the accuracy or completeness of the record shall be advised that the procedures to change, correct, or update the record are set forth in Title 28 CFR 16.34 and any applicable DCJIS policy.

The Police Department shall communicate the results of the fingerprint-based criminal history records check to the applicable Town licensing authority (the "licensing authority"). The Police Department shall, in addition, render to the licensing authority its evaluation of the applicant's suitability for the proposed occupational activity based on the results of the criminal records background check and any other relevant information known to it. In rendering its evaluation, the Police Department shall indicate whether the applicant has been convicted of, or under pending indictment for, a crime that bears upon his or her suitability for the proposed occupational activity, or any felony or misdemeanor that involved force or threat of force, controlled substances, or a sex-related offense.

Section 2-56-040. Reliance by Licensing Authority on Results of Fingerprint-Based Criminal Records Background Checks.

The licensing authority shall utilize the results of any fingerprint-based criminal records background check performed pursuant to this Chapter for the sole purpose of determining the applicant's suitability for the proposed occupational activity. The licensing authority may deny an application for any license specified herein, including renewals and transfers thereof, if it determines that the results of the fingerprint-based criminal records background check render the applicant unsuitable for the proposed occupational activity.

No application shall be denied on the basis of information contained in a criminal record until the applicant has been afforded a reasonable time, as determined by the licensing authority, to correct or complete the information, or has declined to do so.

Section 2-56-050. Town Policy.

The Police Department, subject to the approval of the Board of Selectmen, will develop and maintain written policies and procedures for its licensing-related criminal record background check system.

Section 2-56-060. Fees.

Each applicant for a license listed in Section 2 shall pay a fee of \$100 for the background check. A portion of said fee, as specified by Chapter 6, Section 172B½ of the General Laws, shall be deposited into the Firearms Fingerprint Identity Verification Trust Fund, and the remainder shall be retained by the Town for costs associated with the administration of the system. This fee is in addition to any other fee associated with the license application.

ARTICLE 60: Reports – no reports offered

10:05pm Motion made to dissolve the meeting **MOTION PASSED**

Attendance 04/28/2014: 355

Attendance 04/29/2014: 224

Attendance 04/30/2014: 245

Total Registered Voters: 10,538

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

Telephone Numbers

SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #	SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #
Birth Certificates	Town Clerk	508-393-5001	Plumbing, Gas, Electrical Permits	Building Department	508-393-5010
Building Permits	Building Department	508-393-5010	Property Info, Assessments,	Assessors	508-393-5005
Burning Permits	<i>Fire Headquarters, 11 Pierce Street</i>	507-393-1537	Record Cards	<i>Housing Authority, 26 Village Drive</i>	508-393-2408
Business Certificates	Town Clerk	508-393-5001	Public Housing	Town Clerk	508-393-5001
Cable Access	Cable Access Director	508-393-6195	Raffle Permits	Recreation	508-393-5034
Cemetery Graves	Cemetery Superintendent	508-393-5031	Recreation Program	Engineering	508-393-5015
Census	Town Clerk	508-393-5001	Recycling Information/Bins	Town Clerk	508-393-5001
Class I, II, III Licenses	Administration	508-393-5040	Residents Listing Book	Engineering	508-393-5015
Common Victualler Licenses	Administration	508-393-5040	Rubbish Collection	NEDP	508-393-7020
Conservation Questions	Engineering	508-393-5015	School-Age Child Care	<i>Supt., 53 Parkerville Rd., Southborough</i>	508-486-5115
Counseling	Family & Youth Services	508-393-5020	School Administration	<i>Senior Center, 119 Bearfoot Road.</i>	508-393-5035
Death Certificates	Town Clerk	508-393-5001	Senior Center Information	Board of Health	508-393-5009
Dog Complaints	Animal Control Offices	508-842-8208	Septic System Installations	Planning	508-393-5019
Dog Licensing	Town Clerk	508-393-5001	Site Plans	Department of Public Works	508-393-5030
Earth Removal Questions	Engineering	508-393-5015	Street/Sidewalk Questions	Planning	508-393-5019
Economic Development	Administration	508-393-5040	Subdivision Plans	Building Department	508-393-5010
Employment Opportunities	Administration	508-393-5040	Swimming Pool Permits	Treasurer/Collector	508-393-5045
Excise Bill Payments	Treasurer/Collector	508-393-5045	Tax Bill Payments	Assessors	508-593-5005
Firearm Permits	<i>Police Headquarters, 211 Main Street</i>	508-393-1515	Tax Exemptions	Town Clerk	508-393-5001
Food Service Permits	Board of Health	508-393-5009	Town Code/Town Bylaws	MIS/GIS	508-393-1525
Groundwater Questions	Engineering	508-393-5015	Town Web Information	Board of Health	508-393-5009
Library Services	Library, 34 Main Street	508-393-5025	Vaccination Information	Veterans Agent	508-393-5024
Liquor Licenses	Administration	508-393-5040	Veterans Information	Town Clerk	508-393-5001
Marriage Licenses	Town Clerk	508-393-5001	Voter Registration	Department of Public Works	508-393-5030
Motor Vehicle Abatements	Assessors	508-393-5005	Water/Sewer Bill Payments	Building Department	508-393-5010
Motor Vehicle Excise Questions	Assessors	508-393-5005	Wood Stove Permits	Planning	508-393-5019
Park/Field Usage	Recreation	508-393-5034	ZBA Special Permits/Variances		
Personnel Inquiries	Administration	508-393-5040			

