

2015

ANNUAL  
REPORT

FOR THE TOWN OF  
**NORTHBOROUGH, MASSACHUSETTS**





## About the Cover



*Lincoln Street School students break ground for updated school slated to be finished Fall, 2016.*

At the April 2012 Annual Town Meeting, \$500,000 was approved as part of the FY2013 Capital Budget to conduct a Feasibility Study of the Lincoln Street Elementary School. Following Town Meeting approval work on the study commenced, resulting in the hiring of a project management firm (Strategic Building Solutions) and an architectural firm (Lamoureux-Pagano). The Lincoln Street School Building Committee, which includes town officials, school officials and citizens, worked in partnership with the Massachusetts School Building Authority (MSBA) to develop a preferred design solution, which was unanimously endorsed by the Building Committee, K-8 School Committee and MSBA.

At the April 2014 Town Meeting the preferred design solution was presented and approved, followed by a successful debt exclusion vote at the May 12, 2014 Town election ballot. The project is estimated to cost \$25.5 million, with MSBA providing a maximum grant of \$10.4 million. The original estimated tax impact on the average single family home over the life of the project was \$148 per year with a peak impact of approximately \$201 in FY2017. However, in light of the Town's upgraded bond rating and the advantageous interest rates received on the bonds, the average impact will be closer to \$137 per year with a \$155 impact in FY2017.

As of this writing the project is approximately 70% complete, ahead of schedule and under budget with minimal change orders. The project is anticipated to be completed in the fall of 2016.





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# Community Profile

## Incorporated

- 1766

## Land Area

- 18.72 Sq. Miles

## Public Roads

- 92.76 Miles

## County

- Worcester

## Population

- 14,551

## Form of Government

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

## FY2016 Tax Rate per Thousand

- \$17.17

## FY2016 Average Single Family Home Value

- \$398,960

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

[www.town.northborough.ma.us](http://www.town.northborough.ma.us)

### Town Offices

63 Main Street

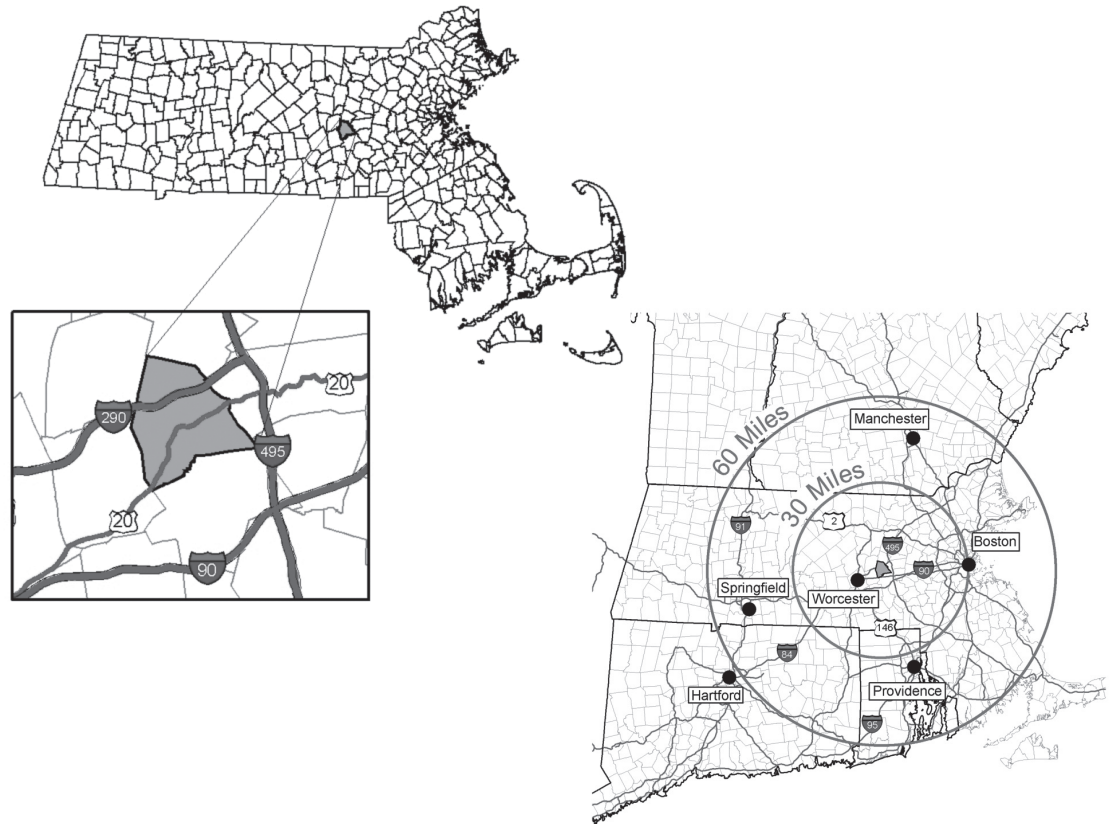
Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

[townadmin@town.northborough.ma.us](mailto:townadmin@town.northborough.ma.us)

## In The Center Of It All: Northborough, Massachusetts

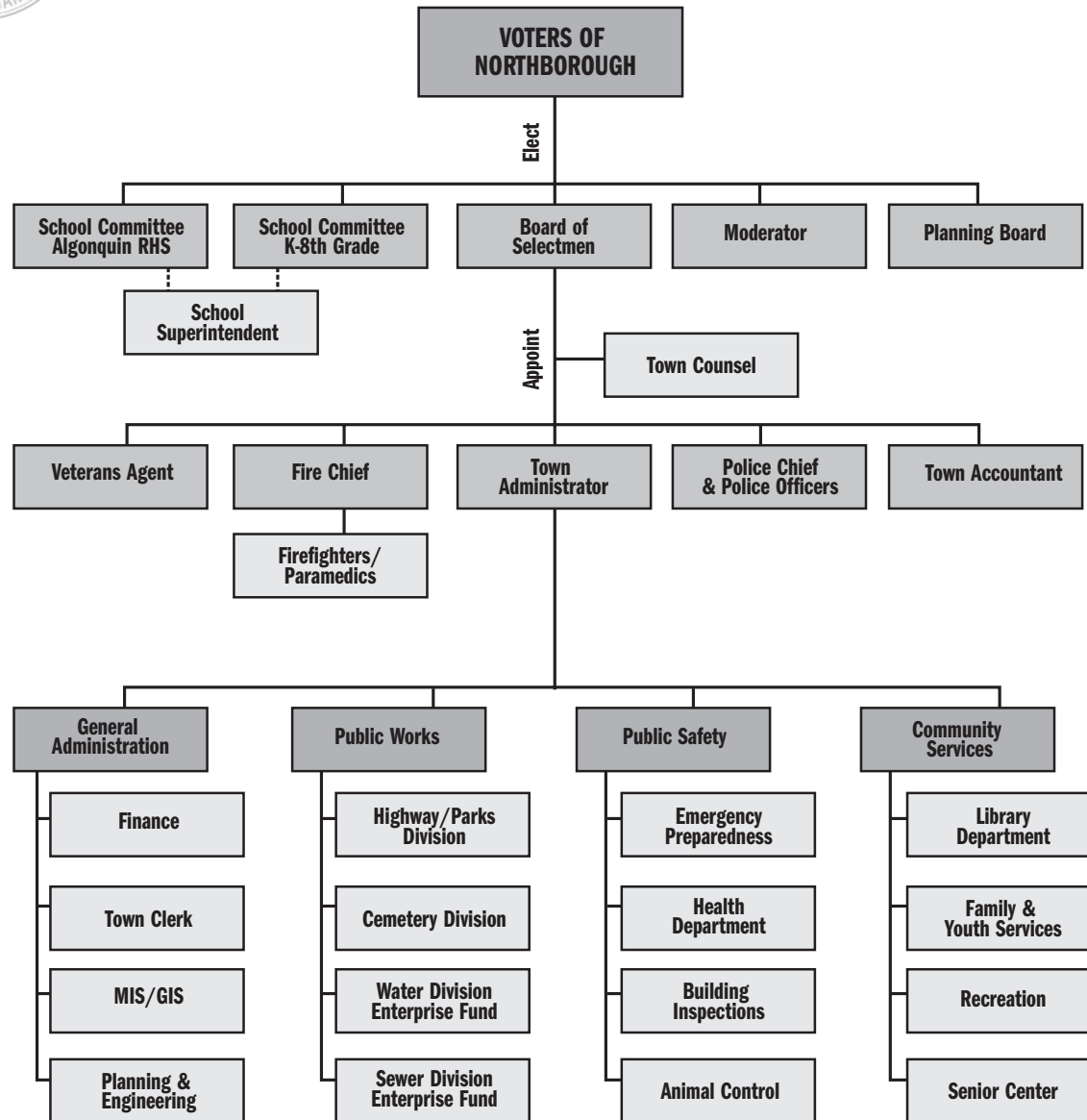


The Town of Northborough is a suburban community which offers classic New England charm while providing access to educational opportunities, a mix of retail establishments and restaurants, a variety of housing options, and a stable and prospering business environment. These attributes make Northborough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



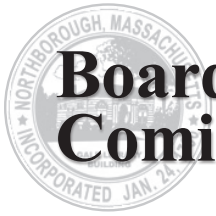


# Town Organization

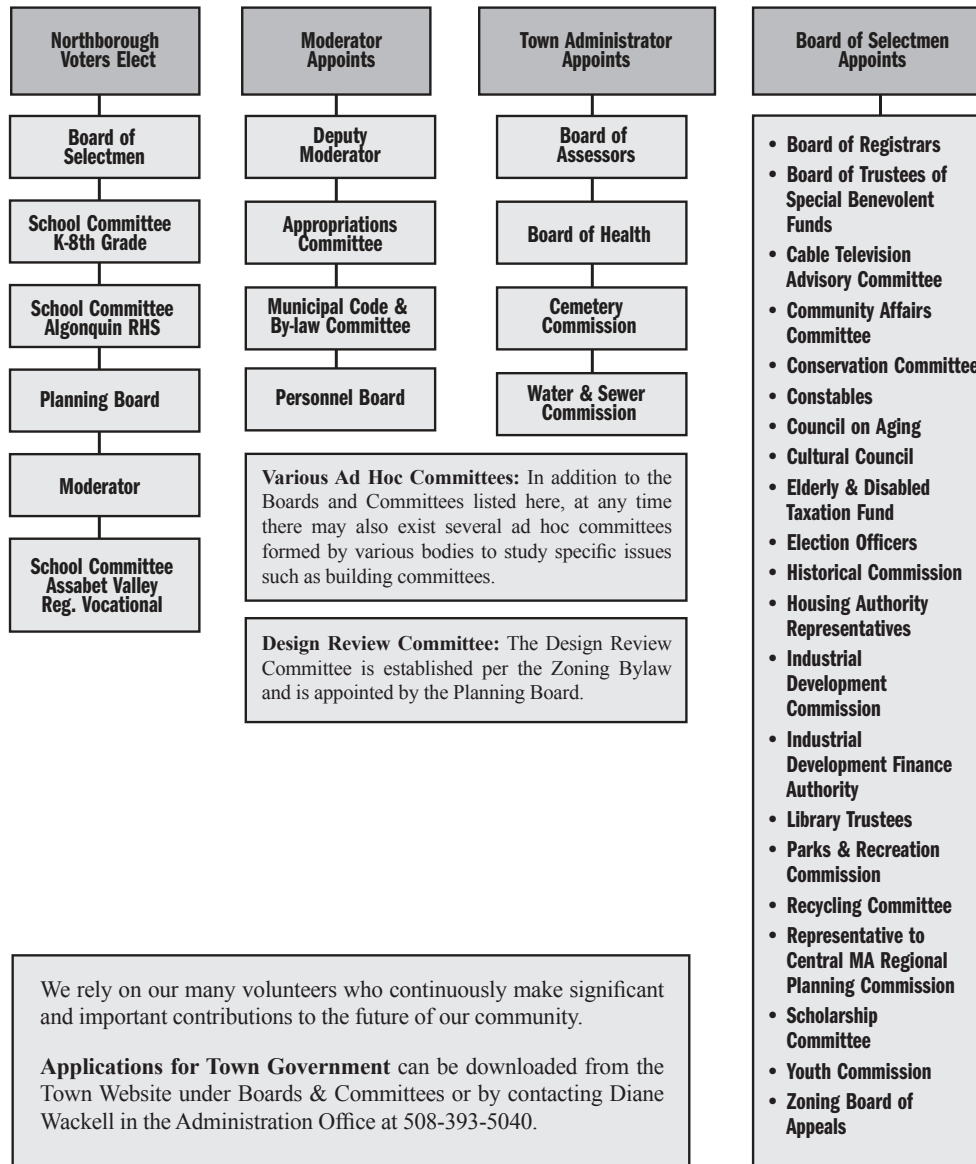


## Personnel Appointing Authority

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



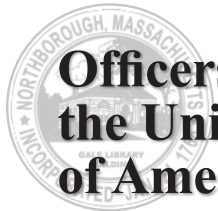
# Boards, Committees, Commissions Organization



## Boards & Committees with Multiple Appointing Authorities

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





## Officers of the United States of America

### President

Barack H. Obama

### Vice President

Joseph R. Biden

### Senator in Congress

Elizabeth A. Warren

### Senator in Congress

Edward J. Markey

### Congressman, 3rd District

James P. McGovern



## Officers of the Commonwealth of Massachusetts

### Governor

Charles D. Baker

### Lieutenant Governor

Karyn E. Polito

### Secretary of the Commonwealth

William F. Galvin

### Treasurer

Deborah B. Goldberg

### Attorney General

Maura Healey

### 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

James B. Eldridge

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

Harriet 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

Jeff Amberson, Chrm

William Pantazis

Jason Perreault

Dawn Rand

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

S-Kathleen Harragan Polutchko, Chrm

N-Helynn Winter, Chrm

N-Joan Frank

N-Patricia Kress

N-Barbara O'Mara

N-Ganaraja Thejaswi

S-Paul Butka

S-Cathy Kea

S-Daniel Kolenda

S-David Rueger



## Boards, Committees & Commissions

### 250th Town Anniversary Committee

David Carlson

Norm Corbin

Amelia (Amy) Graham

Lorna Helms

Tom Lowe

Robert Marchetta

Cathy McAuliffe

### 250th Town Anniversary Committee

Dale Rains

Virginia Simms George

Dawn Rand

William Pantazis

Andrew Dowd

Diane Wackell

### Council on Aging

Adrienne Cost, Chrm

Jarl Anderson

Edward Bombard

Linda Cragin

Phylis Muthee

Anthony Pini

Alice Stapelfeld

### Appropriations Committee

Elaine Kelly, Chrm

Robert D'Amico

Janice Hight

Richard Nieber

Anthony Poteete

*\*Dan McInnis*

### Board of Assessors

Daniel Brogie, Principal

James Dillon

Arthur Holmes

### Cable Television Advisory Committee

Richard Swee, Chrm

Gregory DePaoli

*\*Jack Gold*

### Cemetery Commission

Gail Forsberg

William Graham

Maureen Sargent

### Community Affairs Committee

Lisa Hodge, Chrm

Deborah Ballard

Sandra Coombs

JoAnne Gorham

Patricia Griffin

*\*Resigned / Retired / Term Expired / Other*



## Boards, Committees, Commissions

### Community Affairs Committee

Christine Huggins  
Kara McCormick  
Amy Rogers  
Karen Marie Tucker  
*\*Erika Robinson*

### Community Preservation Committee

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

### Conservation Commission

Gregory Young, Chrm  
Wayne Baldelli  
Thomas Beals  
Justin Dufresne  
Diane Guldner  
Todd Helwig  
Maurice Tougas

### Constables

Ralph Bibeau  
Raymond Reynolds

### Cultural Council

Catherine Arcona, Chrm  
Stephen Dennis  
Ande Lockwood  
Selvi Oyola  
Steve Smith  
Peter Worrest

### Cultural Council

*\*Yurima Guilarte-Murphy*  
*\*Carl Kinkel*  
*\*Justin Snook*

### Design Review Committee

Michelle Gillespie, Chrm  
Anthony Abu  
Tom Reardon  
David Veron

### 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

### 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

### Historic District Commission

Bruce Chute, Chrm  
Normand Corbin  
Ben Davies  
Robert Ellis  
Leslie Harrison  
Stephanie Stockman  
Amy Jo White  
Debra Comeau, Alternate  
Marie Nieber, Alternate  
Brian Smith, Alternate  
*\*Stephen Anderson*

### Housing Authority

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

### Housing Partnership

Michael Durkin, Chrm (Planning Board)  
Nicole Carey  
Jane Fletcher (Council on Aging)  
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  
James Hogan  
Leslie Homzie  
Ralph Parente  
Michelle Rehill  
Jack Sharp  
Barbara Virgil  
*\*James Pini*  
*\*John Stoddard*

### Municipal Code & Bylaw

Lorraine Leland, Chrm  
Peter Brockmann  
Andrea Leland

### Open Space Committee

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

### Parks & Recreation Commission

Sean McCann, Chrm  
Mark Awdycki  
Sean Durkin  
David Putnam  
Faith Stevens

### Personnel Board

Virginia Simms George, Chrm  
Charles Frankian  
Susan LaDue  
Ann Levenson  
Lisa Studholme  
*\*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

*\*Resigned / Retired / Term Expired / Other*





## Boards, Committees, Commissions

### 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  
Sherral Devine  
Mary Jaiswal  
Nancy Kellner  
Forest Lyford  
Andrew Petlock  
James Stein  
Marielle Stone

### Trust Funds Committee

Lorraine Leland, Chrm  
Peter Brockmann  
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

### Zoning Board of Appeals

Fran Bakstran, Chrm  
Brad Blanchette  
Jeffrey Leland  
Richard Rand  
Mark Rutan  
*\*Robert Berger*

*\*Resigned / Retired / Term Expired / Other*

## Meeting Schedule

<b>Annual Town Meeting</b>	4th Monday in April	7:30 PM	Algonquin High School Auditorium
<b>Annual Town Election</b>	2nd Monday in May	7AM - 8 PM	Four Precincts
<b>Board of Selectmen</b>	2nd & 4th Mondays	7:00 PM	Town Hall
<b>Board of Health</b>	2nd Tuesday	6:00 PM	Town Hall
<b>Conservation Commission</b>	2nd Monday	7:00 PM	Town Hall
<b>Northborough School Committee</b>	1st Wednesday	7:00 PM	Melican Middle School
<b>Parks &amp; Recreation Commission</b>	1st Tuesday	5:30 PM	Town Hall - Recreation Center
<b>Planning Board</b>	1st & 3rd Tuesdays	7:00 PM	Town Hall
<b>Regional School Committee</b>	3rd Wednesday	7:00 PM	Algonquin High School
<b>Zoning Board of Appeals</b>	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

### **Asst. Tax Collector**

Elaine Dell'Olio

### **Financial Assistant**

Marijane Pescaro

### **Town Accountant**

Jason Little

### **Assistant Town Accountant**

Peter Crepeault

### **Principal Assessor**

Daniel Brogie

### **Part-time Assessors**

James Dillon

Arthur Holmes

### **Assessor's Assistants**

Julie Brownlee

Susan Reagan

### **Town Clerk**

Andrew Dowd

### **Assistant Town Clerk**

Janet Bartolane

Diane Wackell

### **Town Counsel**

Kopelman & Paige

### **Town Planner**

Kathryn Joubert

### **Town Engineer**

Fred Litchfield

### **Administrative Assistant**

Debora Grampietro

### **Conservation Agent**

Kale Kalloch-Getman

### **Conservation/Earth Removal Board Secretary**

Jacqueline Goring

### **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

Joseph Galvin

William Griffin

*\*James Bruce*

### **Detective Sergeant**

Brian Griffin

### **Patrol Officers**

Kostas Agiomavritis

Michael Bisset

Christopher Buzzell

Justin Faucher

Patrick Kelly

Scott Maffioli

Phillip Martin

Thomas McDonald

Jeffrey Noel

Michael Prizio

James Scesny

Jeremy Trefry

*\*Joseph Donahue*

*\*Robert Haglund*

*\*Eric Michel*

### **Administrative Assistant**

Karen Mueller

### **Supervisor of Communications and Records**

William Toomey

### **Dispatchers**

Chris Carleton

Dennis Carlson

Christopher Cherry

Nicole Benoit

Amanda Stone

### **Fire Chief**

David Parenti

*\*Richard Harris, Interim Chief*

*\*David Durgin*

### **Fire Captains**

Daniel Brillhart

James Houston

Frederick Hurst

Robert Theve

### **Firefighters/EMTs**

Steven Brosque

Donald Charest

Zachary Charest

### **Firefighters/EMTs**

Jamie Desautels

Patrick Doucimo

Daniel Gaudette

Michael Gaudette

Jeffrey Legendre

Patrick McManus

Thomas Monagle

Jeremy Peters

Douglas Pulsifer

Scott Reynolds

Michael Sholock

Christopher Tetreault

Todd Yellick

*\*Barry Sullivan*

### **Firefighters**

Michael Serapiglia

### **Safety/Fire Prevention**

*\*Richard Sargent*

### **Administrative Assistant**

Lorraine Cain

### **Chaplain**

Richard Martino

### **Haz Mat Assistant**

Nancy Lepore

### **Inspector of Buildings**

Joseph Atchue

*\*Nicholas Antanavica*

### **Local Building Inspector**

Bruce LaBoffa

*\*Joseph Atchue*

### **Administrative Assistants**

Louise Leo

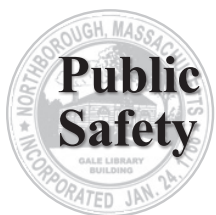
Sarah Jean

### **Animal Inspector**

Jennifer Condon

*\*Resigned / Retired / Term Expired / Other*





### **Plumbing & Gas Inspector**

A. Richard Desimone

### **Wiring Inspector**

Robert Berger

### **Call Assistant**

### **Wiring Inspectors**

William Reilly



### **Cable Access Director**

Kathleen Dalgliesh

### **Studio Assistant**

Terry Crean

*\*Michael Davis*

### **MIS/GIS Director**

David Kane

### **Assistant MIS/GIS Director**

John Sabatini

### **DPW Director**

Daniel Nason

### **Administrative Assistants**

Lynda LePoer

Robbie Powers

Beth Webster

### **Highway/Parks Superintendent**

David Robillard

### **Highway/Parks Supervisor**

Gregg Senecal

### **Heavy Equipment Operators**

Christopher Carlin

Edward Faford

Richard Frederick

David Lane

Richard Lane

Donald LeBlanc

Lucas Szufat

### **Light Equipment Operator**

Robert Currier

### **Mechanic**

Michael Roberts

### **Water/Sewer Supervisor**

Timothy Davison

### **Water/Sewer Maintenance Workers**

Taylor Cheverier

Steven Jobs

Jeremy Weeks



### **Health Agent**

Stephanie Bacon

*\*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

### **Family & Youth Services Director**

June David-Fors

### **FYS Counselor**

Ayako Reich

### **Office Assistant**

Kathy Brumby

### **Veterans' Services Director**

Adam Costello



### **Library Director**

Christopher Lindquist

*\*Jean Langley*

### **Librarians**

Deborah Hersh

Katrina Ireland

Bonny Krantz

*\*Laura Brennan*

*\*Katie Marsh*

*\*Justin Snook*

### **Circulation Desk Supervisor**

Kristen Bartolomeo

*\*Julie Brownlee*

### **Library Assistants**

Juliane Bozicas

Geneinde Jones

Tracey Loconto

Melissa Strosio

*\*Sidney Field*

*\*Nancy Hallock*

### **Financial Assistant**

Kathleen Whitman

### **Recreation Director**

Allison Lane

### **Administrative Assistant**

Michelle Lyseth

### **Recreation Program Supervisor**

Stefanie Youssef

*\*Resigned / Retired / Term Expired / Other*



# Board of Selectmen

**Jeff Amberson, Chairman**

## Meeting Information

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

## Visit us on-line at [www.town.northborough.ma.us](http://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.

## Communication is Key

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. 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](http://www.town.northborough.ma.us/subscriber)

It's also important to note that the Town of Northborough also offers the CodeRED service, 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. To sign up for this valuable communication service, please visit the Town Website.

## 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 the Financial Team for their creative and conservative approach in developing the FY 2016 Budget. The FY 2016 Budget maintained level services and was within the confines of Proposition 2½ and was presented and adopted at the 2015 Annual Town Meeting.

The Board of Selectmen would like to publicly acknowledge the efforts and commitment of the Town Administrator, Financial Team, Department Heads and Town Hall staff in developing each fiscal year a 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.

## 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 was to plan and coordinate a series of events, learning activities, social and cultural opportunities which will lead to an expand-



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

ed awareness and appreciation by all of the rich 250 year history, life experience and growth of the Town of Northborough. There are many special events scheduled throughout the remainder of the 2016 Calendar Year in the spirit of celebrating Northborough's 250th Anniversary. The events have been planned and organized by not only the 250th Town Anniversary Committee, but also by the Historical Society, local churches and many community organizations. For more information, please visit the 250th Town Anniversary Committee page on the Town website and on Facebook.

## Volunteers Help Shape our Community

Citizens play a crucial role in the success of 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](http://www.town.northborough.ma.us) for more information. Our sincere appreciation goes out to all the volunteers who make our community a great place in which to live, work and raise a family.

## In Memoriam

In closing, the Town experienced the loss of a valued member of our community with the death of long-time resident John Schunder. Mr. Schunder was first hired by the Town in 1972 and in 1990 he was appointed as Northborough's first DPW Director. He will always be remembered and appreciated for his exceptional commitment, dedication and service to the Town of Northborough.



# JULY 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
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# Town Administrator

**John W. Coderre, Town Administrator**

As we look back on 2015, and consider the challenges addressed and the many successes achieved over the past year we remain committed to a foundation which continues to serve the Town of Northborough so well; excellent long-range planning, conservative budgeting, and communication. These three pillars support financial stability and allow us to preserve service levels, invest in our infrastructure and maintain Northborough as an affordable and attractive place to live and operate a business.

## Long Range-Planning

Northborough's Financial Trend Monitoring System (FTMS) and its financial policies (principles) are combined with real data to help guide annual budget decisions that will have long-range implications such as debt, staffing levels, employee wages, benefits and unfunded liabilities. Northborough continues to follow national best practices in budgeting and financial planning so that the policy-making boards and committees have real information upon which to base their decisions. Since the introduction of this tool in 2012, it has proved invaluable in supplying the information needed to make logical, well thought out policy decisions which have a direct impact on the community. One such example is the Lincoln Street Elementary School Project.

## Lincoln Street School Project

On June 18, 2015 ground broke on the \$25.5 million Lincoln Street Elementary School Building and Renovation Project with the MSBA providing a grant of \$10.4 million. The groundbreaking marked the realization of years of preparation, diligence and hard work by the Lincoln Street

School Building Committee, which includes town officials, school officials and citizens, working in partnership with the Massachusetts School Building Authority (MSBA). With the unanimous support of the various boards and committees as well as Town Meeting, the project is the representation of the confidence of a community investing in its future. At the 80% completion point, this confidence is well placed, as over the past year the project has proceeded ahead of schedule and under budget. In addition, feedback from school officials, staff, parents and the neighborhood is overwhelmingly positive as to the way construction has been conducted by Brait Builders, managed by Strategic Building Solutions and designed by the architectural firm Lamoureux-Pagano Associates. It is with great pride and anticipation that we look forward to the ribbon cutting in the Fall of 2016.

## GFOA Distinguished Budget Award

The Town was awarded its sixth consecutive national Distinguished Budget Award from the Government Finance Officers Association (GFOA) for the fiscal year that began July 2015. The award reflects the commitment of the Board of Selectman and staff to meet the highest principles of governmental budgeting. In order to receive the budget award, the Town had to satisfy nationally-recognized guidelines for effective budget presentation. These guidelines are designed to assess how well the town's budget serves as a policy document, a financial plan, operations guide and a communications device. The key significance of this sixth award is that it shows the Town of Northborough's commitment to a high level of excellence, communication and continuous improvement.

## Communication

The third pillar of a well-functioning municipality is communication. For municipalities, that means communication and information sharing not only between the administration, departments, boards, and committees but also with the public in the form of quality publications, good data and user-friendly tools. Since mid-2015, multiple town departments have been training on the implementation of an e-permitting software platform which when launched in



*Presentation of 6th Consecutive GFOA Award: Shown from left – Assistant Town Administrator Kimberly Foster, Town Administrator John Coderre, Selectmen Chair Jeff Amberson, Finance Director June Hubbard-Ward and Town Accountant Jason Little.*

2016, will provide 24-hour online access to apply, pay for and track building permits. The platform enhances customer service and streamlines the permit process for property owners and developers. ViewPermit joins a suite of tools on the Town's website designed to engage, inform and facilitate citizen engagement.

## Conclusion

In closing, I want to recognize the contributions of the Board of Selectmen, Appropriations Committee, Financial Planning Committee and the School Committee for their support and cooperation towards bringing consecutive capital and operating budgets to Town Meeting with unanimous support. Our shared vision for meeting Northborough's challenges with long range planning, conservative budgeting, and collaborative problem-solving continues to serve Northborough well, not only for today but for future generations. It is truly an honor to be a part of such an organization.

# AUGUST 2016

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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 FY2015 with an unassigned fund balance in the General Fund of \$4.0 million. Our total reserves increased with certified Free Cash at \$3.21 million and our Stabilization Fund balance at \$3.91 million. In total, these reserves represent over 10.0% of our total budget. Our Independent Auditor completed the FY2015 audit in accordance with generally accepted auditing standards and determined that there were no material weaknesses.

### **Treasurer/Collector Division**

The United States economy had experienced some growth but as of late the growth has been sluggish. There has been significant volatility in the stock markets and concern regarding the global economy.

At the local level, real estate tax collections are currently favorably at a five year average of 99.5% 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. The Federal Reserve recently raised interest rates by 25 basis points and are expected to implement very small incremental increases in the future.

## **NORTHBOROUGH RECEIVES DISTINGUISHED BUDGET AWARD FOR SIXTH CONSECUTIVE YEAR**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

### *Distinguished Budget Presentation Award*

PRESENTED TO

**Town of Northborough  
Massachusetts**

For the Fiscal Year Beginning

**July 1, 2015**

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, 2015 to June 30, 2016.*

# SEPTEMBER 2016

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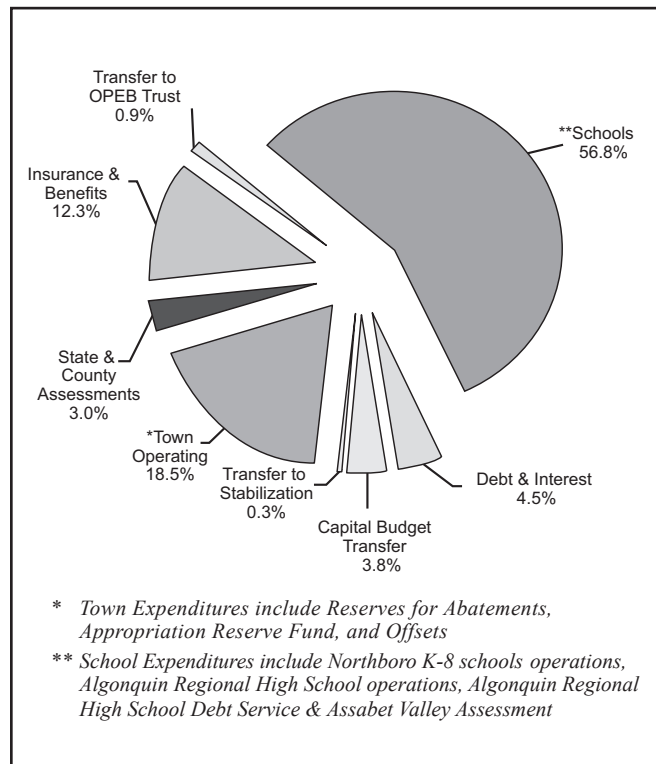


# Finance Department

## Budget in Brief

The FY2016 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.

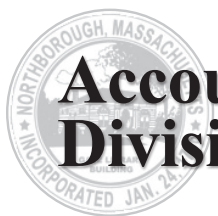
### Fiscal Year 2016 Expenditures



## FY2016 Budget

EXPENDITURES	FY2015 Budget	FY2016 Budget	Variance	% Change
General Government (Town)	\$18,798,363	\$19,456,306	\$657,943	3.50%
Schools				
Northborough K-8	\$21,209,216	\$21,951,539	\$742,323	3.50%
Algonquin 9-12	\$9,006,343	\$9,421,675	\$415,332	4.61%
HS Debt Exclusion	\$657,234	\$656,493	(\$741)	-0.11%
Assabet	\$828,280	\$868,431	\$40,151	4.85%
Assabet Renovation Project	\$11,473	\$15,006	\$3,533	30.79%
Reserve Fund	\$150,000	\$175,000	\$25,000	16.67%
Free Cash Capital Projects	\$893,500	\$2,214,000	\$1,320,500	147.79%
Transfer to Stabilization	\$0	\$200,000	\$200,000	
Transfer to OPEB Trust	\$500,000	\$500,000	\$0	0.00%
Zeh School Debt Service	\$462,759	\$444,010	(\$18,749)	-4.05%
Colburn Street Debt Service	\$73,673	\$71,473	(\$2,200)	-2.99%
Library Debt Service	\$407,120	\$399,395	(\$7,725)	-1.90%
Senior Center Debt Service	\$455,545	\$445,395	(\$10,150)	-2.23%
Lincoln Street Debt Service	\$0	\$675,000	\$675,000	
Other Funds	\$530,954	\$534,058	\$3,104	0.58%
Adjustments	(\$123,898)	(\$62,335)	\$61,563	-49.69%
<b>Subtotal General Fund</b>	<b>\$53,860,561</b>	<b>\$57,965,446</b>	<b>\$4,104,885</b>	<b>7.62%</b>
Water Enterprise Fund	\$2,174,510	\$2,230,328	\$55,818	2.57%
Sewer Enterprise Fund	\$1,594,271	\$1,658,942	\$64,671	4.06%
Solid Waste Enterprise Fund	\$755,160	\$767,000	\$11,840	1.57%
<b>Subtotal Enterprise Funds</b>	<b>\$4,523,941</b>	<b>\$4,656,270</b>	<b>\$132,329</b>	<b>2.93%</b>
<b>TOTAL ALL FUNDS</b>	<b>\$58,384,502</b>	<b>\$62,621,716</b>	<b>\$4,237,214</b>	<b>7.26%</b>





# 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, 2015 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 2015 statements reflect GASB Statement #45 and #68, which require actuarial valuations be performed to determine the Town's long term Other Post Employment Benefit (OPEB) and Pension obligations. The liabilities are 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, 2015

Assets	Governmental Activities	Business-Type Activities	Total
Current assets:			
Cash and cash equivalents	\$ 23,460,618	5,852,323	29,312,941
Investments	7,399,617	-	7,399,617
Receivables (net of allowance for uncollectibles)	1,837,413	1,040,235	2,877,648
Due from other governments	817,515	5,090	822,605
Other assets	26,828	-	26,828
Total current assets	33,541,991	6,897,648	40,439,639
Non-current assets:			
Special assessments	-	1,018,284	1,018,284
Due from other governments	2,886,306	63,569	2,949,875
Capital assets:			
Assets not being depreciated	17,866,379	2,956,564	20,822,943
Assets being depreciated, net	31,194,468	14,334,193	45,528,661
Total non-current assets	51,947,153	18,372,610	70,319,763
Total assets	85,489,144	25,270,258	110,759,402
Deferred Outflows of Resources			
Deferred amounts related to pensions	11,985	435	12,420
Liabilities			
Current liabilities:			
Warrants and accounts payable	1,116,646	20,381	1,137,027
Accrued payroll and withholdings	2,988,076	20,525	3,008,601
Other accrued liabilities	94,896	-	94,896
Accrued interest payable	126,467	54,538	181,005
Notes payable	-	1,650,000	1,650,000
Compensated absences	185,101	26,598	211,699
Bonds payable	1,897,532	683,479	2,581,011
Total current liabilities	6,408,718	2,455,521	8,864,239
Noncurrent liabilities:			
Compensated absences	101,228	-	101,228
Other post employment benefits	16,914,152	336,797	17,250,949
Net pension liability	19,927,210	722,748	20,649,958
Bonds payable	18,079,947	4,849,060	22,929,007
Total noncurrent liabilities	55,022,537	5,908,605	60,931,142
Total liabilities	61,431,255	8,364,126	69,795,381
Deferred Inflows of Resources			
Deferred amounts related to pensions	-	-	-
Net Position			
Net investment in capital assets	30,270,208	11,758,218	42,028,426
Restricted for:			
Permanent funds - nonexpendable	830,781	-	830,781
Permanent funds - expendable	227,582	-	227,582
Capital projects	11,009,752	314,299	11,324,051
Grants and other	7,408,764	-	7,408,764
Unrestricted	(25,677,213)	4,834,050	(20,843,163)
Total net position	\$ 24,069,874	16,906,567	40,976,441



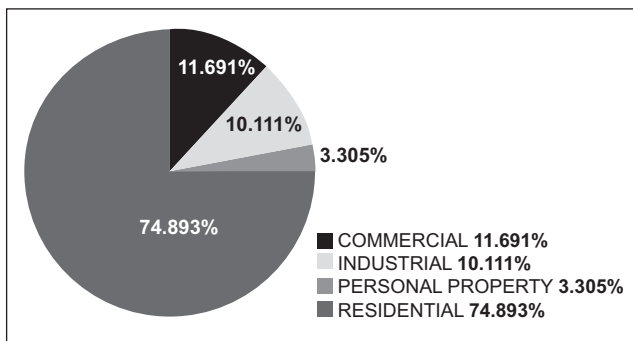
# Assessing Division

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 6,266 taxable real and personal property accounts, of which 4,032 are single family residences. Various new development projects have provided \$31.7 million of new growth valuation and our total assessed valuation for FY 2016 has increased to \$2.62 billion. Our tax base is diverse, with the ten largest taxpayers accounting for 13.67% of the total assessed valuation. Property tax collections remain strong with a 5 year average of 99.5% collected in the year of the tax levy.

**FY2016 Valuation by Classification**



**Valuation by Classification**

VALUATION	FY2012	FY2013	FY2014	FY2015	FY2016
RESIDENTIAL	1,902,482,700	1,857,906,419	1,836,849,924	1,901,181,910	1,965,827,789
OPEN SPACE	57,000	0	0	0	0
COMMERCIAL	232,323,100	290,418,511	297,500,177	301,314,148	306,879,461
INDUSTRIAL	272,000,400	267,829,738	268,980,228	274,257,128	265,393,165
PERSONAL PROPERTY	72,332,300	75,683,210	88,168,090	92,112,560	86,762,690
TOTAL VALUATION	2,479,195,500	2,491,837,878	2,491,498,419	2,568,865,746	2,624,863,105
TAX RATE (per thousand)	\$15.49	\$16.11	\$16.59	\$16.73	\$17.17
AVERAGE HOME VALUE	394,700	383,646	375,222	387,617	398,960
AVERAGE TAX BILL	\$6,114	\$6,181	\$6,225	\$6,485	\$6,850

**Top Ten Taxpayers in Fiscal Year 2016**

		TOTAL VALUATION	TOTAL TAXES ASSESSED	% of TOTAL
1	EQUITY ONE JV SUB NORTHBOROUGH	112,780,200	1,936,436	4.30%
2	AVB NORTHBOROUGH, INC.	57,841,430	993,137	2.20%
3	IRON MOUNTAIN INFO MGT. INC.	38,060,750	653,504	1.45%
4	MASSACHUSETTS ELECTRIC CORP	29,637,630	508,878	1.13%
5	CABOT II MA1MO1 MO2 & MO4 LLC	28,396,100	487,561	1.08%
6	REEP-IND. Lyman LLC	20,052,800	344,307	0.76%
7	MM INDUSTRIAL BEE MAN RD LLC	19,612,700	336,750	0.75%
8	NORTON CO	19,360,100	332,413	0.74%
9	WAL-MART REAL ESTATE	17,495,350	300,395	0.67%
10	GN11 FORBES RD. LLC	15,588,600	267,656	0.59%
<b>TOTAL TOP TEN TAXPAYERS</b>		<b>358,825,660</b>	<b>6,161,037</b>	<b>13.67%</b>
<b>TOTAL FY 2016 VALUATION OF THE TOWN</b>		<b>2,624,863,105</b>		

# OCTOBER 2016

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# 250th Anniversary Committee

Virginia Simms George, *Chair*

## Mission Statement

The 250th Town Anniversary Committee shall 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. The Committee's Mission encompasses the development of strategies and planning of events through fundraising efforts that will provide opportunities for and encourage the widest possible participation of all Northborough residents and friends.

The Town began planning the celebration of the 250th Anniversary of Northborough in the Spring of 2014. A committee consisting of nine residents appointed by the Board of Selectmen, two Selectmen and two staff liaisons from the Town Clerk's office bring diverse backgrounds, perspectives and interests to the planning process. The group met bi-monthly to develop a mission statement, define goals, identify celebration events and plan the budget. A calendar of events was developed with the input gathered from two community meetings bringing together the voices of over 35 community organizations. The schedule of events includes those supported by the 250th Committee along with those sponsored and organized by the Historical Society, local churches and community organizations. The Opening program, complete with a spectacular cake supplied by Carlo's Bakery home of the "Cake Boss," was held on January 24th 2016. This event kicked off a yearlong celebration. Activities are planned throughout the year to honor our rich history, acknowledge our community today and look forward to our future.

## Northborough 250th Celebration Upcoming Events

- **April 30, 2016** – Garden Club's Anniversary Tea
- **May 7, 2016** – Northborough Area Community Chorus "America in Song"
- **May 15, 2016** – 250th Committee's Historical Trolley Tour
- **May 15, 2016** – Historical Society's "Hunt for History"
- **May 20, 2016** – Historical Society's "Living in Northborough"
- **May 21, 2016** – 250 Committee's 5k Road Race
- **May 29, 2016** – Historical Society's "Our Founding Fashions: Fashion Show"
- **June 4-5, 2016** – Northborough Art Guild's "Artwork Depicting Northborough"
- **June 18, 2016** – Soular Jazz Festival - First Parish Church Unitarian Universalist
- **August 14, 2016** – Family Fun Day
- **September 17, 2016** – 250th Committee's Applefest Fireworks
- **September 18, 2016** – Applefest Parade
- **September 23, 2016** – Historical Society's "John & Abigail Adams: An American Couple"
- **September 24, 2016** – Joint 250th Committee and Historical Society's Cemetery Tour
- **October 15, 2016** – Friends of the Senior Center 250th Fashion Show and Tea
- **October 22, 2016** – Historical Society's Harvest Supper
- **October 28, 2016** – Historical Society's "History of Route 20"
- **October 29, 2016** – 250th Committee's Masquerade Party
- **November 20-26, 2016** – Week of Gratitude
- **November 22, 2016** – Interfaith Thanksgiving Service
- **December 2, 2016** – Historical Society's "A Portrait of the Victorian Age: Letters of the Holbrook Family of Northborough"



*Cake depicting the Unitarian Church donated by the "Cake Boss" and presented at the kick-off event.*

## Members of the 250th Town Anniversary Committee

David Carlson	Dale Rains
Norm Corbin	Virginia Simms George
Amelia (Amy) Graham	Dawn Rand
Lorna Helms	William Pantazis
Tom Lowe	Andrew Dowd
Robert Marchetta	Diane Wackell
Cathy McAuliffe	



# 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



*Cowboy*

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](http://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](mailto: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.

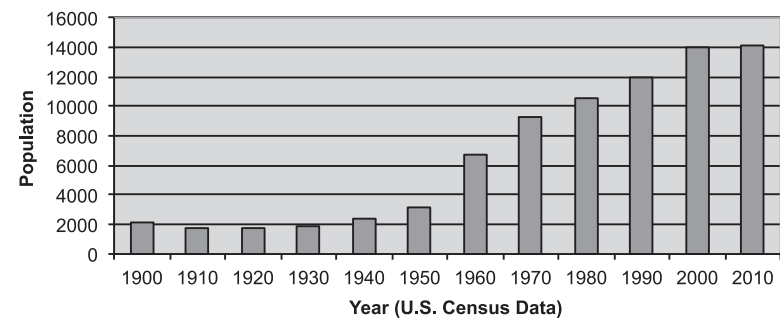
The Town Clerk serves as the Chief Election Official and as such is responsible for all Elections; local, state, and federal. In 2015 one election was held. Massachusetts General Law C.51 s.4 requires an annual census be mailed to each residence. Replying to the census assures that you remain on the active voter list.

In 2015 the Town Clerk's office conducted the following election: May 11th Annual Town Election. Register to Vote online: [www.RegisterToVoteMA.com](http://www.RegisterToVoteMA.com)

## REGISTERED VOTERS – as of 12/31/2015

PRECINCTS	1	2	3	4	TOTAL
American Independent	0	0	0	1	1
Conservative	1	0	1	0	2
Democrats	613	549	582	546	2290
Green Rainbow	3	5	2	1	11
Inter 3rd Party	2	0	1	3	6
Libertarian	3	4	3	6	16
MA Independent	2	0	0	1	3
Pizza Party	0	1	0	0	1
Republicans	396	377	381	395	1549
Unenrolled	1633	1571	1581	1608	6393
United Independent Party	14	11	15	16	56
We The People	0	0	1	0	1
Working Families	0	1	0	0	1
<b>Totals</b>	<b>2667</b>	<b>2519</b>	<b>2567</b>	<b>2577</b>	<b>10330</b>

## GROWTH TRENDS



## VITAL STATISTICS –for 2015

Births - 133 Deaths - 120 Marriages - 68\*

*\*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 2015, plans reviewed and approved included four site plans for commercial and industrial development; two common driveway applications; one scenic road application; one residential preliminary subdivision (denied); and six residential lot plans creating new thirteen lots.

The Planning Board and the Town Planner belong to the Central Massachusetts Regional Planning Commission (CMRPC), the Massachusetts Chapter of the American Planning Association (APA), and the Massachusetts Association of Planning Directors Inc. (MAPD).

The Town Planner serves as staff to the Planning Board, Zoning Board of Appeals, Open Space Committee, Community Preservation Committee, Design Review Committee, Housing Partnership, and Trails Committee.

## **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.

Twenty-one petitions were filed and acted upon in 2015. Twenty-three special permits and eighteen variances were granted. One special permit and two variances were denied.

## **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.

As part of the ongoing work with the Tri Town Landscape Protection Project and Sudbury Valley Trustees, twenty-two acres on Ball Hill were permanently protected from development with the placement of a Conservation Restriction on this property. A combination of Community Preservation Act funds and State grant monies were utilized to purchase this Conservation Restriction. In the near future trails will be developed on the parcel for the public to use and enjoy.

In October at the 62nd annual meeting of the Sudbury Valley Trustees, Kathy Joubert, Town Planner was awarded the Distinguished Public Service Award for coordinating the efforts of public agencies charged with land-use planning.

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. In 2015, the Conservation Commission considered 36 applications, ranging from natural resource area evaluations and single family home projects to residential developments and large scale industrial/commercial construction. The commission continues to actively monitor many on-going 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 policy, along with permit application guidelines, 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 Landscape Protection Project and has received a grant from the Commonwealth of Massachusetts for nearly \$500,000 for the project. Please contact the Conservation Agent if you have any questions about this particular land protection effort or any questions involving wetlands, streams, ponds or similar areas.

## **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). At the 2015 Annual Town Meeting, funding was approved for the following projects: \$12,500 – Historical Commission for historic informational signs at Chapinville, Assabetville, Woodside and Peter Whitney Parsonage Historic District; \$20,000 – Historical Commission for use of Ground Penetrating Radar at the Old Brigham Street Burial Ground; \$22,500 – Historic Resources Reserve Account; \$60,000 – Northborough Youth Basketball Association for repair and/or replacement of basketball rims and nets and repair of the playing surface at the Peaslee and Zeh Elementary Schools; \$75,000 – Peaslee Elementary School PTO for a new playground; \$500,000 – Northborough Affordable Housing Corporation; \$47,700 – FY2016 debt service for the purchase of the open space parcel on Green Street; and \$24,000 – CPC administrative account for property surveys, appraisals, and other professional services.



# NOVEMBER 2016

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# Engineering Department

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 works very closely with the Recycling Committee as well as administering all aspects of the Solid Waste Program.

## Construction Projects

The Engineering Department monitored several commercial construction and residential subdivision projects that were issued permits from the boards or committees 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 as well as monitoring the progress of the replacement of the Otis Street Culvert which was completed in August.

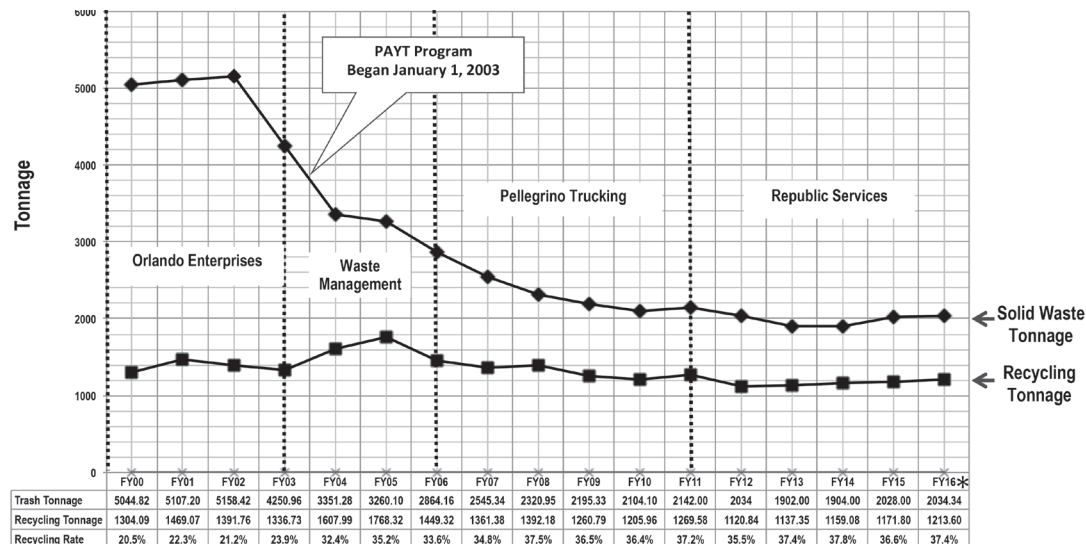
## Earthwork Board

The mission of the Earthwork Board is to prevent soil stripping and the generation of unsafe and unsightly conditions in Town. In 2015, the Earthwork Board met seven (7) times, held 13 public hearings and issued 7 new permits. More meetings were required than in previous years as the Governor's Permit Extension Act has expired which had eliminated the need for developers to renew their permits annually as required by our local bylaw.

## Groundwater Advisory Committee

The Town Engineer provides technical support to the Groundwater Advisory Committee which reviews all projects located within each the known aquifers of the town and make recommendations to the Zoning Board of Appeals and the Planning Board. The purpose of this Committee is to protect, preserve and maintain the existing and potential groundwater supply and groundwater recharge areas. To preserve and

Trash-Recycling Comparison Chart FY00 – FY16



protect present and potential sources of water supply and to conserve the natural resources of the town. In 2015 the Groundwater Advisory Committee met five (5) times and made recommendations regarding nine (9) projects.

## Route 20 Resurfacing Project

The Town Engineer is acting as the liaison for the Town with the Massachusetts Department of Transportation and J. H. Lych & Sons, Inc., the contractor resurfacing Route 20. The resurfacing project which included the installation of some sidewalk, some new handicapped access ramps and the installation of a new roadway surface extended from Tomblin Hill Road to the easterly Town line near Marlboro and was completed over the summer.

## Collection of Solid Waste and Recycling

The Town entered the last year of a five (5) year contract with Allied Waste Services of Auburn for the curbside collection of solid waste and the curbside collection and disposal of recycling materials, the contract became effective on July 1, 2011. Prior to the execution of this collection contract and after much discussion and deliberation the Board of Selectmen determined the current PAY AS YOU THROW bag program initiated on January 1, 2003 was the most practical and cost effective option available thus deciding not to change to a toter based system for trash collection. Options for extending the current collection contract or going out to bid are now being explored.

The annual swap event – TAKE IT OR LEAVE IT DAY – was again held at the Middle School on Lincoln Street in May and was 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 in conjunction with TAKE IT OR LEAVE IT DAY, which was also very successful. The annual Household Hazardous Waste Day held at the DPW Garage in the fall was also successful 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 accepts 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](http://www.town.northborough.ma.us) or call the Engineering Department at 508-393-5015.

# DECEMBER 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>NOVEMBER 2016</b> S M T W T F S  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	<b>JANUARY 2017</b> 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			1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24 Hanukkah Begins
25 Christmas Day	26	27	28	29	30	31



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

I am pleased to provide you with the 2015 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 sixty 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, 2015, 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 2015, the Northborough Police performed 27,244 service calls (which include self-initiated traffic stops by our Officers). This total included 8,646 building checks; 2,488 bank/business checks; and 1,175 vacant house checks, usually vacationers.

In 2015, we responded with and assisted the Northborough Fire Department with 971 ambulance calls and 388 other service calls.

Alphabetically, the larger or significant categories were:

Alarms (burglar, fire, panic, hold-up, etc.)	914
Ambulance calls	971
Assist Fire Department	388
Bank	2488
Building/Property checks	8646
Breaking and Entering	13
Family offenses	93
Homicide	0
Larceny	87
Motor vehicle accidents	350
Operating under the Influence arrests	66
Suspicious persons/vehicles	724
Traffic citations issued	3542
Vacant house checks	1175
Verbal traffic warning	1760

Of the 5,302 motor vehicle stops for observed traffic violations, 25% resulted in either an arrest, criminal complaint or civil citation; 42% resulted in a written warning being issued; and 33% resulted in a verbal warning being issued.

Senior Sergeant James Bruce, a lifelong town resident and twenty-eight year member of the Northborough Police Department retired in July of 2015. Jim also previously served with the Northborough Fire Department and as a Public Safety Dispatcher. We thank him for his dedicated, loyal service and wish him a long and happy retirement!

2015 saw the departure of Officer Joseph Donahue, who became a Special Agent with the Federal Bureau of Investigation; and Officer Eric Michel, who followed his wife to the Hawaiian island of Kauai, where her job with the U.S. Department of Agriculture took her. We sincerely wish them both the very best! We welcome new Police Officer Christopher Buzzell, a Northborough native who joined our department on November 23, 2015.

The popular Drug Abuse Resistance Education (D.A.R.E.) Program continued this year at our elementary schools. Private contributions continue to fund this important program for our fifth grade students, and we are so grateful to those benevolent persons and groups who faithfully support us every year!

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

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

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.

The Commonwealth's current opioid addiction and overdose crisis led to all patrol vehicles being equipped with naloxone hydrochloride injection or "Narcan" to counteract the drug's effects during an overdose crisis. This was in addition to the automated external defibrillators ("AED's") and extensive emergency first aid equipment carried in all patrol vehicles to protect the public we serve.

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 2017

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# Fire Department/ Emergency Medical Services

**David Parenti, Fire Chief**

The following information and statistics are provided for the Northborough Fire Department for 2015.

## Emergency Incident Response

During the year, the Northborough Fire Department responded to 2,091 emergency incidents and performed 938 inspectional services. We had a total of 65 First Alarms, 550 Total Engine Company Alarms and 1,476 Total Still Alarms.

Fire loss during the year totaled \$186,600 with \$111,350 from structure losses, \$65,000 from vehicle losses, and \$10,250 from other unclassified losses. I am pleased to report that there were no fire-related civilian or firefighter fatalities; we had 10 civilian injuries and no firefighter injury from fire in 2015.

## Capital Acquisitions

Through increased funding in the department's Capital Purchase Line item we were able to purchase a new ambulance to replace the 2008 we currently have. The bonds for the Ambulance will be paid from the EMS Revolving Account. The EMS Revolving Account is funded by the Ambulance Service fees and charges. A new Fire Engine was purchased to replace the 1996 Engine 2 fire vehicle. At nearly 20 years old it is well beyond its expected useful life, which is typically 10 years for front line service. The new Fire Engine will be the first out response vehicle to all reported structure fires and alarms.

## Ambulance / Advanced Life Support

During 2015, emergency medical services responses totaled 1,267. The department operates two Class One, state-licensed ambulances at the paramedic advanced life support

level. We had a total of 54 Mutual Aid assistance calls to Westborough, Berlin, Marlborough, Boylston, and Hopkinton. We also received 42 Mutual Aid assistance calls from the towns of Westborough, Marlborough, Shrewsbury, and Southborough.

## Local Emergency Planning Committee

Northborough's LEPC, certified by the State Emergency Planning Commission, updated and maintained the town's Hazardous Materials Emergency Management Plan and the Comprehensive Emergency Management Plan. Two public meetings were held in 2015 to review planning information and Emergency and Hazardous Chemical Inventory forms and to discuss the current Hazardous Materials Emergency Management Plan for future changes and improvements. A tabletop exercise of the Hazardous Materials Emergency Management Plan was held in May. The LEPC was awarded a federal HMEP grant. Postings on the town's website, cable TV ads, a legal ad and a display with flyers accomplished public outreach. Contact the LEPC at (508) 393-1537 for more information.

## Regional Firefighting Collaborations

The department continues to be actively involved, at the state, regional, fire district, and local level for the coordination of mutual aid, disaster, hazardous materials mitigation response, dive rescue, confined space and trench rescue, weapons of mass destruction, decontamination, incident management assistance team, and ten alarm dispatching. Through the State Fire Mobilization Plan department personnel and equipment provide pre-assigned assistance throughout the state during large scale fires or disasters. In 2015, one of our firefighters was accepted into FEMA's Mass Task Force 1, Urban Search and Rescue Team.



*New Squad Four vehicle*

## Fire Prevention and Public Education

The department continues to be proactively involved in fire safety, first aid, CPR, AED, Juvenile Fire Setter Program and fire extinguisher training throughout the community. Fire education, the Juvenile Fire Setter Program and safety training programs are under the direction of Captain/EMT-A, Robert P. Theve. Captain Theve oversees the Toys for Tots program here at the fire station and this year we had 1,500 toys donated for this wonderful campaign. To take advantage of any of our fire safety, educational training opportunities please 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 2017

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# Building Department

**Joseph M. Atchue, CBO**  
*Inspector of Buildings*

**Local Inspector** Bruce E. LaBoffa  
**Wiring Inspector** Robert Berger  
**Plumbing/Gas Inspector** Richard Desimone

The Building Department is charged with enforcing the State Building Codes to ensure the residents, businesses and visitors of Northborough are afforded safe and reliable structures in which to live and work. The department is also responsible for the enforcement of the Town zoning bylaws. This is done to ensure the continued harmony between the residents and businesses in Northborough as our community grows to meet the requirements and desires of our citizens.

The Building Department has seen a steady flow of construction permit requests over the past year; with a consistent increase in permits for Residential and Commercial solar installations. The community at-large have been taking full advantage of the free energy and tax credits provided by installing solar systems on their buildings. Currently the department has seen an influx of new buildings; both commercial and residential, providing incite to a growing economy for the commercial and residential markets.

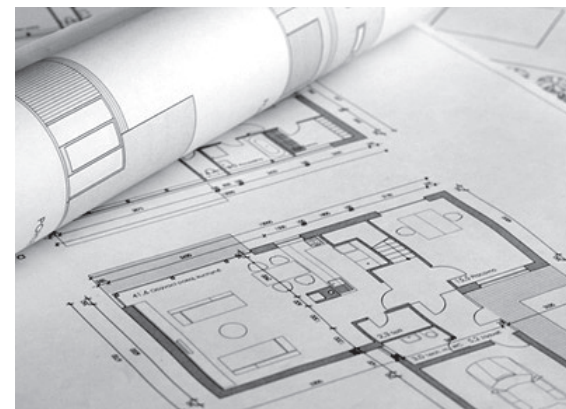
In 2015 the Town of Northborough saw the completion of the New England Baseball complex with a new medical facility associated with UMass Medical and Carewell Urgent Care on the main floor and a future baseball training on the lower level. In addition to the completion of some projects a few notable projects started and are scheduled to finish in 2016. The Lincoln Street School Renovation project started in the second quarter of 2015 and is expected to finish ahead of schedule late in the second quarter of 2016. Also the start of the second phase at Northborough Crossing has been permitted with the addition of several restaurants, a Med post

Urgent Care, and two large retail strip mall buildings with several small businesses located in those buildings.

The upcoming year of 2016 is shaping up to be an exciting new year in the world of construction for the Town of Northborough adding to the rich history and the ever changing and vibrant community. We look forward to celebrating the Towns 250th anniversary and working with residents and commercial businesses; to provide exceptional customer service with the goal to maintain safe living and working environments for residents and visitors.

The following is a breakdown of all permits issued over the past three years.

Description	Totals		
	2013	2014	2015
Single Family Houses	14	13	11
Attached Single Family	16	11	6
Residential Addition/ Alteration/Repairs	133	148	134
Non Residential: New Construction	4	6	6
Non Residential : Add/Alt/Repairs	49	52	52
Roofing/Siding/Windows	144	162	239
Garages	7	6	5
Sheds/Barns	1	7	7
Decks/Porches/Gazebos	27	22	21
Swimming Pools	8	7	8
Stoves	24	21	14
Signs/Awnings	46	37	57
Demolitions	14	18	10
Tents/Trailers	12	10	6
Foundations	6	2	5
Mixed Use/Change in Use	0	1	1
Wireless Comm. Facility	1	10	11
Solar Panels	8	112	106
Insulation	24	18	25
Retaining Walls/Other	0	5	4
<b>TOTALS</b>	<b>540</b>	<b>668</b>	<b>728</b>



## Notice to the Public

The Building Code is changing to the 9th Edition in the second half of 2016 and with that will be changes in permitting and permit fees. The implementation of an online permitting system will offer a more streamlined process for the public to apply for and pay for permits.

The State of Massachusetts has mandated that the permitting of fire alarm and sprinkler systems will be permitted through the Building Department in consultation with the Fire Department. For any questions or concerns regarding construction, zoning, code enforcement, or inspections please contact the Building Department during business hours at 508-393-5010 or by sending an email via the links located on the departments webpage located on the Towns website at [www.town.northborough.ma.us](http://www.town.northborough.ma.us). Please provide 24 hour notice when scheduling inspections for (Building, Wiring, Plumbing and Gas). As a reminder in the State of Massachusetts; only a licensed plumber/ gas fitter can apply for and perform work relating to plumbing and gas. If you are hiring a contractor to perform work on your home it is advisable to check references, licenses, and insurance before signing a contract.





# Health Department

**Stephanie Bacon, Health Agent**

The Health Department's mission is to preserve and to protect public health in the community, by preventing disease and assuring safety and environmental quality. This objective is carried out through routine inspections, complaint investigations and plan reviews. The department also develops regulations and programs to address existing and future public health issues and to promote preventative public health. It is through these efforts that the Health Department is helping to improve the status and quality of life for all members of the community.



**Public Health**  
Prevent. Promote. Protect.

The Board of Health in conjunction with VNACare Network, conducted our annual flu clinic, vaccinating 160 people in the community. Routine inspections are 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, stables and for septic systems. Compliance checks are also conducted for establishments that sell tobacco.

The Northborough Health Department has continued much success with our Prevention & Wellness Trust Grant, Metrowest Moves "Mass in Motion Grant" and our Substance Abuse Grant.

Permits/Licenses/Grants and fees collected and deposited with the Town Treasurer for the 2015 calendar year amount to \$81,727.71.

After dedicating over eight years to public health in the Town of Northborough, Jamie Terry left the Board of Health in August of 2015, to pursue a career in Emergency Preparedness. The Board would like to acknowledge all of Jamie's hard work and devotion, and wish her well on her fu-

ture endeavors! The Board would like to welcome Stephanie Bacon as the new Health Agent for Northborough, who has been working in Public Health for over a decade.

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2015 calendar year:

Food Service Permits	110
Horse Stable Permit	9
Temporary Food Permits	11
Camp Permit	4
Disposal Works Installer Permits	46
Tobacco Permit	15
Disposal Works Construction Permits	56
Motel Licenses	2
Septage Haulers	21
Funeral Director	1
Semi Public Swimming Pool Permits	4
Tanning Salon Permits	0

The Health Department, through its contract with the VNACare Network, also investigated the following 96 communicable diseases in 2015.

Campylobacteriosis	3
Cryptococcus neoformans	1
Ehrlichiosis	1
Group B streptococcus	1
Hepatitis B	4
Hepatitis C	7
Human Granulocytic Anaplasmosis	5
Influenza	15
Legionellosis	1
Lyme Disease	47
Pertussis(and other Bordetella species)	1
Salmonellosis	1
TB-LTBI	5
Tickborne (other)	1
Varicella	2

## 10 Easy Tips to Live By

- 1. Cook from scratch** – This is one of the most important life skills you can learn. It allows you to have complete control of what goes into your food.
- 2. Eat a balanced diet** – Aim to eat a balanced diet that contains each of the food groups in the correct proportions.
- 3. Variety is key – eat the rainbow** – Fill your diet with a wide range of fruits, vegetables, lean meats, fish, eggs, pulses, nuts, seeds, wholegrains and naturally low fat dairy foods. When it comes to fruit and veg, different colors provide your body with the different nutrients it needs to stay strong and healthy – it's not just greens that are good for you!
- 4. Understand what you're eating** – Make an effort to learn about the food you're eating – we all need to understand where food comes from and how it affects our bodies.
- 5. Eat nutritious calories** – Make sure the majority of your energy intake comes from nutritious calories that also provide your body with nutrients like vitamins, minerals, protein, fiber and good fats. Avoid empty calories.
- 6. Don't skip breakfast** – Breakfast kick-starts your metabolism and helps you to be alert and awake throughout the day. Make sure you always eat a nutritious breakfast. Make it wholesome and make it count.
- 7. Read the small print** – It's important to read packaging correctly. Be aware of the recommended portion sizes, and the sugar, salt and saturated fat contents. Remember that not all E-numbers are bad, but too many is often a bad sign.
- 8. Drink more water** – Water is an essential part of your diet. Drink plenty of water and avoid empty calories from things such as fizzy drinks, energy drinks or juices with added sugar. Eat your calories don't drink them.
- 9. Keep active** – Exercise is an extremely important factor in staying healthy so try to be as active as you can.
- 10. Sleep well** – Make sure you get enough sleep – it's an essential part of being healthy and directly affects how well we are able to learn, grow and act in life. While we're asleep, our bodies have that all-important time to repair.



**Robert Mihalek, Chairman**

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

In 2015, the Committee worked with Eagle Scout candidate Matt Budz (Troop 101) to complete a large trail bridge installation on the Mentzer Trail at Mt. Pisgah. This allows hikers, bikers and skiers to cross over a seasonal stream that has grown wider and wider over the years. Hopefully now with the bridge in place, the trailside vegetation will recover.

Scout Budz also re-routed the Sparrow Trail since the existing route had become heavily eroded.

NTC volunteer Forest Lyford continued his very successful venture (begun 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.

NTC Chairman Bob Mihalek (2009-current) 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. Dr. Mihalek is also working with MWRA representatives to continue the effort at opening the entire 4.2 mile length of the Wachusett aqueduct that runs across the eastern border of Northborough. Thanks to the efforts of NTC volunteer George Curtis, we hosted a successful booth at Applefest and George also organized our sixth annual holiday social held in December.

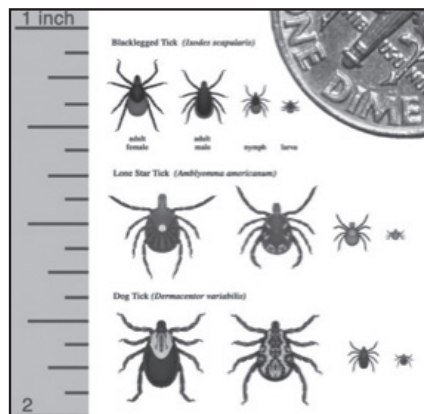
A map of each trail and information regarding the trail network can be found at [www.northboroughtrails.org](http://www.northboroughtrails.org). We



*Mentzer Trail*

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](mailto:kjoubert@town.northborough.ma.us) or 508-393-5019 if you have any questions.

## TICK SAFETY



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 2017

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# Public Works Department

**Daniel Nason, DPW Director**

The Department of Public Works takes pride in providing public safety and maintaining public services necessary for the economy, growth and quality of life of the citizens of Northborough. Six Divisions are responsible for the maintenance of Northborough's infrastructure and public facilities. The Public Works Administration is responsible for providing continuous coordination to all divisions of the Department of Public Works through effective leadership in order to ensure that all the functions of the Department are carried out completely and efficiently.

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 a focus of the Public Works Department as we concentrate on the highest levels of proficiency and accountability throughout all Divisions within the Department. Results of these plans 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** tackled significant weather throughout the 2014-2015 Winter season including the Blizzard which started on January 27, 2015. Total snowfall for the season was over 102" for Northborough as we experienced over 20 snow events with measurable accumulation (this does not include freezing rain, drizzle or sleet events). Due to this record breaking snowfall, the budget exceeded the original appropriation by more than 161%. 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.

**The Public Works Department** 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 Department successfully completed the resurfacing of portions of Hudson Street, Church Street, South Street, Crawford Street and Bearfoot Road. The Public Works also contracted the reconstruction of the Otis Street culvert over the Smith Pond outlet restoring this heavily used connector between Route 9 and Route 20.



*New Salt Shed and Fuel Island at 190 Main Street*


**The Water and Sewer Division of the Public Works Department** provided numerous inspections of both water and wastewater service line and main line installations as well as fire pump and flow tests. The Department also performed Mass DEP required water quality sampling. 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 provides an enhanced, more efficient and detailed meter recording, reading, reporting and billing system. The Water and Sewer Division replaced over a dozen old hydrants and repaired or replaced at least 6 service line connections while performing over 600 DigSafe mark outs.

In 2015, improvements to the Hudson Street Sewer Pump Station (which pumps nearly all of Northborough's sewer to Marlborough's Westerly Wastewater Treatment Plant) commenced. Minor exterior improvements are planned – including, a new roof, exterior emergency generator and new paving. The majority of the upgrades to this facility are internal to the building – including new pumps, gates, instrumentation and flow management technologies and gas detection/elimination systems. The project is expected to continue through July 2016.



# APRIL 2017

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30	<div>MARCH 2017</div> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>	S	M	T	W	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		<div>MAY 2017</div> <table> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>	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							1
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# Council on Aging/ Senior Center

**Kelly Burke, 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 Northborough Senior Center celebrated its 5th Anniversary at its 119 Bearfoot Road location in March 2015! Due to the generosity of the Friends of the Northborough Senior Center and Salmon Health & Retirement, we welcomed Liz Walker as our Keynote Speaker who shared "Practicing Grace: An Everyday Guide to Moving the World Forward". Refreshments prepared by our very own Bistro @119 were enjoyed by all who attended.

The Council on Aging serves as the advisory body for the Northborough Senior Center, located at 119 Bearfoot Road. 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.

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

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, 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, beverages) Monday - Thursday from 12:00 - 1:00 p.m. Our Bistro, along with the Manager position, is fully funded through the revenues we generate.

Seniors discover their inner artist in the Watercolor, Acrylics, and Mixed Media Art classes we offer. They stay healthy in our Exercise classes include three different Yoga classes, Aerobics/Strength Training, Tai Chi, Line Dancing, Zumba Gold, Tap Dancing, and Belly Dancing. Our Computer Classes have delved into the areas of email, surfing the web, word processing and Skype. Our Pool League has traveled to and hosted multiple other Senior Centers in competitions and practice regularly on our 2 beautiful pool tables that were recently recovered through the Friends' generosity. 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 Friends 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 or a family member, our full-time Outreach Coordinator can assist with identifying needs, resources,



*The Senior Center celebrated its 5th Year Anniversary at its 119 Bearfoot Road location in March 2015.  
Keynote Speaker – Rev. Liz Walker..*

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

Transportation to and from the Senior Center as well as 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

**Christopher Lindquist**, *Library Director*

**Library Hours:** Monday: 12 p.m. – 8:30 p.m.

Tuesday & Wednesday: 9:30 a.m. – 8:30 p.m.

Thursday – Saturday, 9:30 a.m. – 5:00 p.m.

**Website:** [www.northboroughlibrary.org](http://www.northboroughlibrary.org)

**General e-mail:** [Library@town.northborough.ma.us](mailto:Library@town.northborough.ma.us)

**Phone:** (508) 393-5025

**Fax:** (508) 393-5027

In addition to loaning popular books and materials, the library offers a wide variety of other services for residents of all ages. Here are some of our most popular services:

- Holds that can be placed for books and other items, including items from other libraries throughout Massachusetts and beyond. Holds can be placed from home or at the library. The items are delivered to the Northborough Free Library and can be checked out and returned here.
- The latest DVDs and video games for loan.
- Audiobooks and CD music for your commute or vacation drive.
- eBooks, eAudios and eVideos for downloading to your Kindle, iPad, iPhone, or other devices (our Adult Services staff can assist you in using your device to download).
- Free and discounted passes to more than 20 museums, zoos, gardens, aquariums and other area attractions, funded by the Friends of the Library.
- Children's story time, craft programs, as well events for teens and adults.
- Summer Reading Club programs for children, teens and adults.
- Public computers, printers and photocopiers; free high-speed wireless internet access.
- Comfortable meeting rooms and study rooms for use by local residents and non-profit organizations.
- Online access to Ancestry.com for genealogy and family history research (in-library use only), as well as *Consumer Reports Online*.

- Online access to Rosetta Stone with more than 25 languages (for use from home or at the library).
- Online access to Zinio, providing access to popular magazines using your iPad or other mobile device.
- Home access to many other electronic databases that are not available via the Internet.
- Weekly email updates of library acquisitions through Wowbrary that can be customized to suit your reading, viewing and listening interests.

## New in 2015

- Created a completely redesigned website with new functionality and new content that is optimized for use on all mobile devices: [www.northboroughlibrary.org](http://www.northboroughlibrary.org).
- Online event registration on our website using a product called Event Keeper.
- New online forms that can be submitted electronically, including a meeting room reservation form and the ability to sign up for eNews, information about children's programs and events, Library Board agendas and minutes and more!
- Created a new library Facebook page designed to help promote our programs and services using this social networking site.
- The introduction of the new Commonwealth Catalog, which replaced the Virtual Catalog, offering access to millions of books, CDs, DVDs and more in libraries across the state.
- English Conversation Circles for adults needing to practice their English language skills (second year of a two-year grant).
- Adult Coloring Nights with coloring kits that can be borrowed so that you can practice at home.
- A Fall Art Relaxation Series for adults that featured hands-on programs such as Zentangle and acrylic painting.
- The first Fall Open House designed to showcase our programs and services for children, teens and adults, which welcomed 70 local residents.
- An updated Action Plan for FY2017, as part of our long-term strategic planning process.
- Two new multi-function machines (copiers/printers/scanners) for public use were added, offering the ability to print, copy and scan documents in color and send them via email for the first time.

In addition to the new services listed above, the library continued to offer a variety of programs for residents of all ages, including:

- 317 children's programs
- 110 adult programs, not including the 3 monthly book discussion groups
- 33 teen programs

The total attendance at all programs was 5,741 people.

## Did you know?

- The value of items checked out from our library in 2015 was \$2,784,706.30.
- eBook borrowing increased approximately 30% from 2014 to 2015 to 11,260 items.

**The Friends of the Northborough Library** continued to provide valuable services to the community thanks to the tireless efforts of the Friends Board and volunteers, who raise funds by selling donated books both online and in several book sales throughout the year, as well as an ongoing book sale in our Internet Café. Funds from the Friends enable the library to offer a variety of high-quality programs for children, teens and adults, including our summer reading programs. The Friends also supply most of the funds for our museum passes and continue to fund two of our Library Page positions; the other Page position is being funded by the Town. We are grateful for everything that the Friends do to support the Library and hope you'll become a member!

	2012	2013	2014	2015
Circulation (Jan.-Dec.)	205,719	200,532	206,765	201,909
Number of volumes (books)	68,425	69,146	68,065	68,067
Number of non-print items	7,553	10,243	10,708	*10,553
Registered borrowers	10,185	10,676	10,546	10,179
Children in summer reading	616	505	443	562
Hours of Internet usage (adult)	16,744	15,834	13,611	**12,688
Reference questions answered	3,796	5,473	4,108	4,173
Children's questions answered	3,068	2,522	2,808	2,925
Number of visits to library	124,209	122,081	116,092	117,428
Interlibrary loan (fiscal year)	23,069	22,570	21,810	33,981
Meeting/Study Room usage	451	501	488	***1,527

*\*This figure does not include eBooks available in OverDrive or the Commonwealth eBooks Collections.*

*\*\*In addition, there were 12,350 wireless sessions in fiscal year 2015.*

*\*\*\*This figure includes study room usage, in addition to meeting room usage, in 2015.*

# **Recreation Department**

**Allison Lane, Director**

The Recreation Department offers the community activities across a spectrum of interests and for all ages. The department is administered by a full time director, one full time assistant and many part time seasonal employees. Program brochures (Spring/Summer and Fall/Winter) are mailed to town residents biannually. Programming and registration information is available on the town's website: [www.northboroughrecreation.com](http://www.northboroughrecreation.com).

## **Programming**

Over 300 programs per year are held in the Rec Center, the Town Hall Gymnasium, and all K-12 schools. Preschool programs are available 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. Five years ago, a successful afterschool program was launched at all five elementary schools. The afterschool programs, which begin immediately after school, include offerings such as: Beasties Art class, Lego engineering and Spectacular Science STEM class.

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 15,278 current members for Northborough Recreation as of January 2015. 8,862 are Northborough Residents and 6,416 are non-residents.

## **Community Garden**

The summer of 2016 marks the fifth year of the Community Garden program on Valentine Road. The first year of the gardens was a great success with ten active garden beds and ten more built by the end of the season. In 2012 ten more were planted at the site. Currently we have thirty active garden plots tended by Northborough organizations and families, who are reaping the benefit of not only a healthy food source but also cultivating community development and neighborhood involvement.

## **Summer Programs**

The Recreation Department provides a variety of full day summer programs for children Grades K through 8<sup>th</sup> 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 of 25-30 youth staff for the summer camps. To be eligible for summer employment, students need to be at least high school sophomores. Camp Counselor continues to be one of the most sought after summer jobs in the area.

## **Challenger Program**

In 2014 the Northborough Recreation Department became a partner in the Challenger program. The Challenger program is sports program for kids ages 5-22 with disabilities. Participates are aided and encouraged by volunteer "Buddies." The Recreation Department launched the program with baseball which proved to be so popular that basketball and soccer were added. Currently we have 40 players and over 60 buddies participating. Northborough won the "Going the Distance" award from the Northborough Special Education Parent Advisory Council (NSPAC) for starting the program. This program is free to all who want to participate due to generous donations from the community.

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.

*Laugh! LEARN! Play!*  
  
**NORTHBOROUGH RECREATION**



*Northboro Challengers 2015*

## **Northborough Youth Sports Leagues & Scouts**

### **BASEBALL/SOFTBALL**

Northborough Youth  
Baseball  
Contact: Mike Hodge  
PO Box 472  
Northborough, MA 01532  
**Website:** [www.northboro-baseballsoftball.org](http://www.northboro-baseballsoftball.org)

### **FOOTBALL/ CHEERLEADING**

NS Youth Football and  
Cheer  
P.O. Box 322  
Northborough, MA 01532  
**Website:** [www.jrthawks.com](http://www.jrthawks.com)

### **SOCCER**

Northborough Youth Soccer  
**Contact:** Tracey Cammarano  
PO Box 141  
Northborough, MA 01532  
**Website:** [www.nysa.net](http://www.nysa.net)

### **GIRL SCOUTS**

**Website:** [www.northborough-girlscouts.org](http://www.northborough-girlscouts.org)

### **BASKETBALL**

Northborough Youth  
Basketball  
**Contact:** Tom Spataro  
P.O. Box 424  
Northborough, MA 01532  
**Website:** [www.northboro-youthbasketball.org](http://www.northboro-youthbasketball.org)

### **LACROSSE**

N/S Girls Lacrosse  
**Website:** [www.nsgl.org](http://www.nsgl.org)

### **LACROSSE**

N/S Boys Lacrosse  
**Website:** [www.nsyala.org](http://www.nsyala.org)

### **BOY SCOUTS**

**Website:**  
Boy Scouts Troop 1:  
[troop1northboro.org](http://troop1northboro.org)  
Boy Scouts Troop 101:  
[bsatroop101ma.org](http://bsatroop101ma.org)



# MAY 2017

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# Family & Youth Services Department

June David-Fors, LICSW, Director

## Programs & Services

The mission of Family & Youth Services is to identify and respond to the Town's human service needs to enhance the quality of life for Northborough youth and families. In 2015 we supported **843 residents**, ranging in ages 5 through 80 through the following programs:

- **Mental Health Services (104 residents)** – Our staff hold the highest Social Work License in the State and together have 40 years of experience. With the help of our Intern, we provided child, adolescent & family therapy; mental health assessments; parent consultation and crisis services.
- **Case Management & Partnership Programs (338 residents)** – Together we provided residents with basic needs such as food to feed their family; fuel to heat their home; furniture; clothing; holiday gifts and meals; backpacks and summer camperships. We also advocated on behalf of residents to secure medical, legal and housing resources; and assisted them in applying for food and fuel on a local level.
- **Referral Information (401 residents received 1,010 referrals)** – As the Town's centralized source for human service needs we provided the community at-large with an extensive network of referrals and linkage to local, state and federal resources.

## Northborough Youth Commission

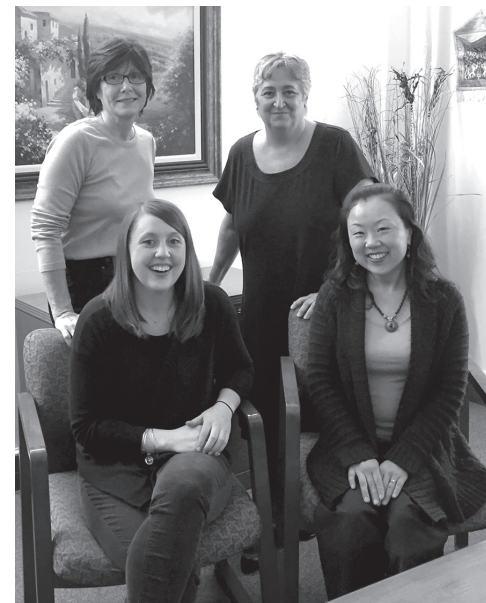
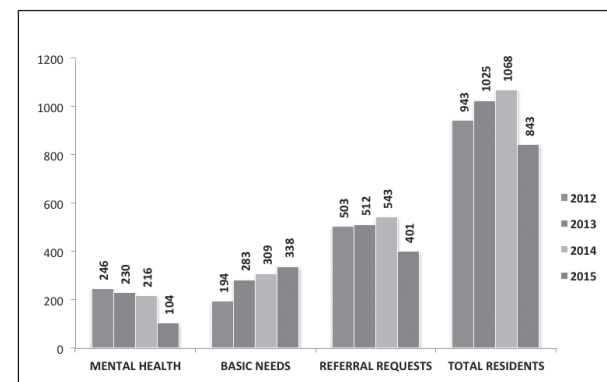
The Youth Commission is a seven member board appointed by the Board of Selectmen to evaluate community needs and advocate to develop resources to support Northborough families. The Commission is pleased to have the participation of student liaisons representing Algonquin Regional High School and St. John's High School.

## 2015 Accomplishments

1. On August 10, 2015 we welcomed Ayako Reich, LICSW as our new part-time Counselor. Ayako received her Master's Degree in Social Work from Boston College and comes to us with 10 years of extensive experience in the field. Ayako also holds the highest social work license in the State of Massachusetts as a Licensed Independent Clinical Social Worker.
2. Due to the excellent reputation of our Internship Program we forged a new partnership with the Graduate School of Social Work at Wheelock College, and recruited our first Wheelock student. Our Intern provided mental health and school-based therapy to residents at no additional cost to the Town. In fact, upon her graduation in August 2015, she was hired by the Northborough Public School System.
3. Family & Youth Services and Council on Aging are Application Sites for the Federal Low-Income Home Energy Assistance Program, which allows residents to apply for benefits in Town. In FY 2015 South Middlesex Opportunity Council reported that **145 Northborough residents** received heating assistance, with a total dollar expended of **\$101,354.79**. During FY2012-FY2015 the total dollars expended for Northborough residents was **\$443,661.00**.
4. In 2015 we advocated to support the volunteer efforts of two local organizations through the Trustees of the Special Benevolent Funds. The Northborough Food Pantry received funds to support the purchase of food for low-income families. The Friends of Families in Transition received funds to provide homeless children and families with diapers, warm jackets and transportation to medical appointments.
5. In 2015 we were pleased to receive Scholarships from TEAMWORKS - Northborough. This allowed for three children to attend their Summer Camp Program. Without their generosity, these families could not have afforded the cost of sending their children to camp.
6. In addition to providing services in the office, we continue to reach out to field programs in the community settings. For instance, we assisted the Food Pantry with their annual registration and we provided therapy to students within the schools. This service is vital to many families as we are able to provide counseling to children and adolescents who may not otherwise receive it.

7. The following graph demonstrates the number of residents served during 2012–2015. In 2015 there was a decrease in the number of residents served due to the prolonged vacancy of our part-time Counselor position. Subsequently, for an extended period of time, our personnel just consisted of the Director and part-time Office Assistant.

## PROGRAMS AND SERVICES



Top left: Kathy Brumby and June David-Fors.  
Bottom left: Mallory Kirk and Ayako Reich



# Historic District Commission

**Bruce Chute, Chair**

The Northborough Historic District 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, as well as broadening community awareness of our historical heritage. The Commission is also responsible for maintaining the appearance of the two historic districts within Northborough

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



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

The White Cliffs was put up for sale in February 2014. 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 pursued protecting the property as a Local Historic District, but the article was ultimately passed over at Town Meeting in lieu of an agreement with the owners to extend the demolition delay and allow more time to find a buyer interested in preservation. The Commission was also successful in persuading the Massachusetts Historical Commission to reverse its original decision and declare that White Cliffs is historically significant, thus making it eligible for a preservation restriction and Community Preservation Act Funding by a future owner.

The Commission began the year as the Northborough Historical Commission. However, the creation of a second historic district in 2014 (Peter Whitney Parsonage) required the reactivation of a separate Historic District Commission. Seeking efficiencies, the Commission submitted a warrant article for the 2015 Town Meeting to combine the two Commissions into a single Historic District Commission. This article was approved.

CPA Funding requests for new signs for the mill areas of Woodside, Assabetville and Chapinville along with the Peter Whitney Parsonage, were requested and approved at the 2015 Town Meeting.

CPA Funding was also requested for a survey of the Brigham Street Cemetery using ground penetrating radar. Although there are many early Northborough residents buried in the cemetery, only a few headstones remain visible. We hope that this survey will help to identify and map additional grave sites. This will be part of a larger plan for the cemetery that includes surveying the boundaries, installing signage and potential recovery and restoration of additional headstones.



*Northborough's newest addition to the National Register of Historic Places. The old Baptist Church, now used as the Historical Society Headquarters.*

The Historical Society, with guidance from our commission, submitted an application to the Massachusetts Historical Commission for the former Baptist Church (now the Historical Society headquarters) to be accepted into the National Registry of Historic Places. The application was accepted. This is the first National Register building in Northborough accepted for several decades.

An information booth was developed and staffed for the Applefest fair.





# 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;
- Serving as a center of information for Veterans and their families;
- Coordinating Veterans' services across state agencies and local governments;
- Developing innovative, flexible programming and outreach to address Veterans' needs;
- Providing individualized support where necessary.

## Benefits

There are a variety of benefits available to Veterans and their families residing in Massachusetts. 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.

**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](http://www.centralmassvets.org).*

### Benefit Administration

In 2015, 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	\$ 6,442.80
Fuel assistance	6,138.00
Medication co-payments	628.30
Dental payments	65.00
Insurance premiums and misc.	7,876.23
<b>Total</b>	<b>\$ 21,150.33</b>

## 2015 Overview

Most local Veterans and family members seen in our office are seeking information and assistance accessing benefits offered through the Department of Veterans Affairs, to include disability compensation and pensions. Northborough residents are collectively receiving \$1,373,874.00 in annual compensation through the VA's disability and pension programs. At the time of this writing, the District is assisting 53 unique applicants with VA benefits.

Payments to public assistance recipients in Northborough under Massachusetts General Law, Chapter 115 rose slightly from \$20,651.66 in 2014 to \$21,150.33 in 2015. Half of those receiving public assistance locally have been on the program for less than one year.

In 2015 the Central Massachusetts Veterans' District had hosted and attended events aimed at fostering a greater community spirit between local residents and their neighboring communities. This included a District-wide Armed Forces Day ceremony, Veterans' Day luncheon, Post-9/11 Veterans gathering, and a Holiday party. In addition, a Central Massachusetts Veterans District team participated in 5K runs for Northborough's Boros Cares 4 Troops and the Assabet Valley Technical School's MCJROTC Zombie Run.

The Central Massachusetts Veterans' District continues to work with local programs throughout the area to ensure that our Veterans and family members have access to the benefits available to them. These programs include, but are not limited to, local senior centers, employment providers, health care facilities, caregiver supports, and non-profit agencies.

The District's website, [www.centralmassvets.org](http://www.centralmassvets.org), continues to evolve as a tool for information and self-assistance. This website contains step-by-step videos for accessing popular benefits, provides an overview of programs available in Massachusetts, and provides information on local news, events, and resources.

The District continues to be served by a full-time Veterans' Services Director and two part-time Veterans' Services Officers. Office hours in Northborough are held at the Northborough Town Hall. Current walk-in hours and contact information is available at [www.centralmassvets.org](http://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.





**David Kane, Director**

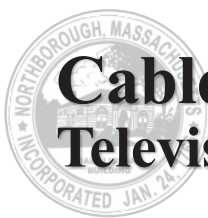
The MIS/GIS Department is charged with two main responsibilities. The first is to oversee the acquisition, implementation and support of information technology, and the second is to develop, distribute and keep current the Town's Geographic Information System (GIS).

In 2015 new servers were deployed at Town Hall to run the Town's financial (MUNIS) and appraisal (CAMA) applications and at the Police and Fire Departments in anticipation of upgraded public safety applications from Pamet. New domain controllers and file/print servers were also rolled out in 2015. These new systems will take advantage of the fiber optic network installed between municipal facilities in 2014.

Work continues on the rollout of the Town's new permitting system. The Board of Health and DPW went live on ViewPermit in 2015, with the Building Department and Town Clerk and Selectmen's office following in 2016.

A redesign of the Town's online GIS viewer began in 2015 and is expected to be available in the 1st quarter of 2016. The new website will offer additional GIS layers and utilizes a design that works on both desktop and mobile devices alike.

Point your browser to [www.town.northborough.ma.us](http://www.town.northborough.ma.us) for the latest news and services available on the Town's web site. To learn more about the Town's MIS and GIS efforts call (508) 393-1524 or e-mail [mis@town.northborough.ma.us](mailto:mis@town.northborough.ma.us).



**Kathleen Dalgliesh, Director**

Every year Northborough Cable Access Television (NCAT) strives to move forward and we recognize that the need for communication within our community has increased. Northborough residents' busy lives have necessitated a more flexible and robust means of communicating information to one another. Our personal outreach is worldwide, yet we somehow lose connections with our neighbors, our schools and our local government. That is precisely where local access television provides the link to our community that we don't get anywhere else.

More municipal information, school presentations, information and sports, shows for and about our senior population are all part of an expansion of programming that we will provide in the coming years. And our responsibility is to make sure that the community is able to receive this programming in a manner that is most convenient to them, be it regular television broadcasts, video on demand on their computers, or streaming video to their portable devices and phones.

We have not however, lost sight on what local community television was originally designed to be- television produced by and for the people of Northborough. We will continue to be an open forum for free speech, undiluted nor influenced by commercial interests. We are YOUR television stations and we are happy to continue to provide free training and assistance so that you can create your own television shows to share with your Northborough neighbors and beyond.

We provide professional cameras, audio, computers, fully equipped studio and more so that you can create high quality videos that you will be proud to share.

So, discover us again, Northborough! Find us on Verizon 29,30 and 31 and Charter 191, 192, and 194, as well as on our Facebook site and the Town of Northborough website. Also watch for news as we expand to more social media sites and develop apps for your devices. Join us, offer your expertise and ideas. Our door is always open because this is YOUR NCAT.



**Lynne Moreno, Executive Director**  
**Rita Osborne, 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 meets on the first Wednesday 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. 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 in its pursuit to find additional funding in hopes of providing more alternatives for developing affordable housing for the people of the community. As well as continuing to provide safe, well maintained properties for our tenants.



**Lisa Hodge, Chair**

The Northborough Community Affairs Committee successfully executed our 2015 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 volunteers, we received support from DPW and donations from Wegman's and Roche Brothers. The Northborough Chapter of the Knights of Columbus ran the grill for our cookout.

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 and Carvalho & Roth Orthodontics were our sponsors. In June we supported the Senior Center's annual picnic with baskets of 150 packages of cookies.

In August, we held our outdoor movie night at Melican Middle School. We had a huge turnout of families who came to see the movie Alexander and the Terrible Horrible No Good Day and enjoyed popcorn and candy while watching the show.

Our year concluded with the Annual Tree Lighting Ceremony. We had a largest turnout yet of local residents. The Assabet Valley Chamber singers performed before the lighting of the tree and a group of students from Zeh Elementary School led us in carols. 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 a grant from the Northborough Cultural Council and donations from Wegman's, Dunkin Donuts and Jacob Stein Family Dentistry.



**Catherine Arcona, Co-Chair**

In 2015, the Northborough Cultural Council awarded 115 grants totaling \$5,393.00 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, the tree lighting, the literary magazine at Algonquin, music and cultural programs at town schools and original programs at the Northborough Historical Society. We enjoy supporting local artists and have funded nature and environmental workshops and lectures. Recipients are listed below.

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, and science. Please visit [www.mass-culture.org/Northborough](http://www.mass-culture.org/Northborough) for more about our funding objectives and application forms if you are interested in applying for a grant. Grant applications are due each October.

We hope you were able to enjoy the programs sponsored by the Northborough Cultural Council in 2015 and we invite you to join us for the upcoming programs funded for 2016.

### Approved Grants

Audio Journal \$150, Summer Reading Song Story/David Bates & Roger Tinckell \$300, Electa Kane Tritsch \$250, Symphony Pro Musica \$200, Chamber Music MetroWest \$410, J Zuba/Sachem \$500, Women of Note – Barbershop \$300, St Bernadette Mosaic \$300, A Phelps – Zeh School \$700, M Donohoe - Proctor School \$350, Giancola – Proctor Library \$350, Northborough Community Affairs \$483, Northborough Area Community Chorus \$350, Northborough Historical Society \$250, Assabet Valley Mastersingers \$500. **Total: \$5,393.00**



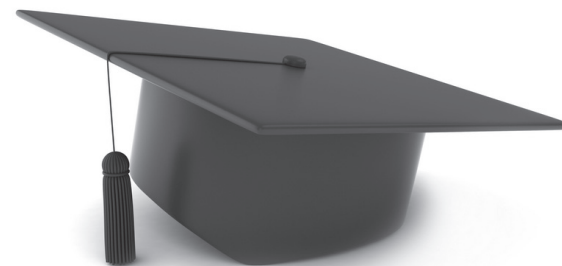
**Bob D'Amico, Chair**

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 2015.

**Matthew Wagner  
Julia Insani  
Emily Lowe**

Since 2004, the Northborough Scholarship Committee has awarded a total \$25,250 in scholarships to 43 college-bound students. Northborough residents fund these scholarships from contributions made through the voluntary scholarship check off box on your property tax and excise tax bills or through Northborough Scholarship Committee fund-raising drives.





# Northborough School District

## Northborough School Committee

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



*Top row L-R Susan Lawrence, John Kane, Patricia Kress,  
Seated L-R Joan Frank, Jennifer Drohan*

## Administration

Christine M. Johnson  
B.S., M.A., C.A.G.S.

*Superintendent of Schools*

Gregory L. Martineau  
B.S., M.A.

*Assistant Superintendent of Schools*

Marie B. Alan  
B.S., M.A.

*Director of Student Support Services*

Deborah Q. Lemieux  
B.A., M.S.Ed., Ed.S.

*Assistant Director of Student Support Services*

Suzanne M. Morneau  
B.S., M.A.

*Assistant Director of Student Support Services*

Cheryl L. Levesque  
B.S.

*Director of Business*

Cheryl M. Lepore  
Nancy A. Bissett  
Diane M. Egizi  
Suzanne L. Houle  
Rebecca J. Pellegrino  
Lois S. McMahon  
Nena H. Wall  
Sandra J. Burgess

*Administrative Assistant to the Superintendent*  
*Administrative Assistant to the Superintendent's Office*  
*Receptionist*  
*Clerical Support*  
*Human Resources Administrator*  
*Human Resources Support*  
*Personnel Coordinator*  
*Administrative Assistant to the*  
*Student Support Services Department*  
*Food Service Director*  
*Business and Finance Support*  
*Facilities and Operations Support*  
*Budget Officer*  
*Financial Coordinator—Southborough*  
*Financial Coordinator—Northborough*  
*Financial Coordinator—Algonquin*  
*Network Administrator*  
*Data Specialist*

Kyle D. Parson  
Jolene A. Chapski  
Pauline D. Joncas  
Christopher P. Hoey  
Pamela E. Hite  
Robin A. Mason  
Caroline Willard  
Andrew F. Mariotti  
Loraine T. Wolfrey

## 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





# Northborough School District

## A Message from the Superintendent of Schools

**Christine M. Johnson**  
*Superintendent of Schools*

Our guiding document, *Vision 2020: Strategically Planning the Future* insures that our District is engaged in educational practices that provide the highest quality experiences for all students while creating a safe, supportive school climate. Our School Improvement Plans are aligned to our strategic plan and customized to meet the specific areas for growth in each of our neighborhood schools as students transition to the middle school. We celebrate the partnership and the collaborative spirit that exists within our school community and appreciate the continued support of the Northborough community, including our elected officials and town departments, the Northborough Educational Foundation, parent organizations, and business community. Our school leadership, teachers, and staff are committed to providing an enriching experience for all students. Together, we communicate to students that education is fundamental in acquiring the skills and knowledge necessary to prepare for future post-secondary and career readiness.

The addition and renovations to the Lincoln Street Elementary School is an example of the spirit of collaboration and partnership that is present within our community. The overwhelming approval of the voters of Northborough to fund this project sends a positive message that education is a high priority within the community. The project continues to generate positive momentum as it moves from the completion of Phase 1 in 2015 through its final phase of completion in 2016.

## Northborough Public Schools – 2015 Milestones

### Curriculum

- Aligned *School Improvement Plans* to the focus areas identified in our Strategic Plan: communication, curriculum, student support services, and technology, which guarantees for a systemic model supporting transitional student growth and school improvement.
- Created new District Determined Measurements (DDMs), which are designed to provide enhanced strategies to assess alignment with the Massachusetts State Curriculum Frameworks in English language arts and mathematics.
- Aligned our curriculum, instruction and assessment practices to benchmark assessments, Massachusetts and national standards, insuring continuity and equity of expectations, and supports a progression of growth for all students.
- Provided a diverse, multi-faceted professional development series that supports literacy, mathematics and technology integration at all levels of teaching and learning.
- Continued work on building our instructional practices as they relate to reading and writing. A specific emphasis has been placed on providing teachers with ongoing professional development in the Lucy Calkins Units of Study writing curriculum.
- Critically analyzed our instructional practices as they relate to mathematics.
- Invested resources in the development of expanded teaching and student learning opportunities in the area of science, technology, engineering and mathematics.

### Student Support Services

- Continued to invest in the development of enhanced age appropriate safe school readiness protocols and practices in collaboration with State and community organizations at each school.
- Provided students with building-level support in all of our schools to ensure that all students have developmentally appropriate opportunities to learn, grow, and make meaningful progress in a safe, nurturing, and respectful environment.

- Expanded our comprehensive model of building-based student support teams to provide assistance and interventions to students who are challenged by disabilities, learning differences and/or life events beyond their control.
- Partnered with general education teachers and consultants to implement instructional strategies such as co-teaching models that address the learning challenges that students encounter; to create opportunities for students to build on their strengths and minimize their challenges.
- Continued to expand the social and behavioral supports at all schools ensuring that all students have access to support services that assist in school readiness.

### Technology

- Managed technology tools to support the development of 21st century skills for students, including iPad apps, Chromebooks, and Google Docs.
- Added additional portable devices into our instructional use of technology (two Chromebook carts and additional iPads).
- Enhanced the hardware and infrastructure of our schools to accommodate increased use of portable devices.

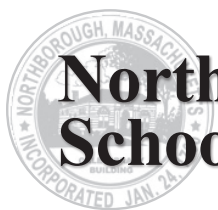
### Communication

- Developed new opportunities to engage the greater community in an active dialog specific to topical issues that are affecting student performance through a speaker series and expanded outreach via District communications.
- Continued to develop model units of instruction in all content areas to support equity of access to a curriculum that is rigorous and reflects alignment across and between grade levels.
- Expanded our relationship with community service providers such as Assabet Valley Collaborative's Family Success Partnership, Student Safety Network, and the Provider's Symposium that helped to strengthen the home/school connection and to provide extended support to our families.
- Expanded the use of social media to connect with families and community members.
- Developed a monthly communication from the Central Office, *District Doings*, to share updates on school and community-wide monthly initiatives.



# JUNE 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																
		MAY 2017							JULY 2017							1		2		3		
		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	31				23	24	25	26	27	28	29							
4	5	6					7					8		9		10						
11	12	13					14					15		16		17						
18	19	20					21					22		23		24						
Father's Day																						
25	26	27					28					29		30								



# Northborough School District

## Grants

The following is a brief summary of the federal and state grants the Northborough Public Schools received in 2015. Our District continues to pursue grant opportunities that assist in the funding of current and new initiatives.

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 – \$54,455

Title I provides funding for interventions that benefit under-achieving 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

– \$30,918

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

– \$29,611 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 – \$60,350

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

– \$11,200 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

– \$38,447 Consolidated Grant

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 – \$481,366

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, 2015

School	Pre-K	K	1	2	3	4	5	6	7	8	Total
Lincoln		34	39	32	51	61	55				272
Peaslee		53	44	38	48	43	56				282
Proctor		38	48	35	50	43	54				268
Zeh	24	36	40	46	36	47	47				276
Melican								209	243	208	660
<b>Total</b>	<b>24</b>	<b>161</b>	<b>171</b>	<b>151</b>	<b>185</b>	<b>194</b>	<b>212</b>	<b>209</b>	<b>243</b>	<b>208</b>	<b>1,758</b>

# Town of Northborough School Financial Statement – for the 2015 Fiscal Year July 1, 2014 - June 30, 2015

## APPROPRIATION:

Regular Education	\$	15,216,276	
Special Education	\$	5,992,940	
<b>Total Appropriation</b>			<b>\$ 21,209,216</b>

## Total Appropriation

**\$ 21,209,216**

## EXPENDITURES:

### REGULAR DAY PROGRAMS

#### ADMINISTRATION:

School Committee	\$	13,363	
Superintendent's Office	\$	128,709	
Administrative Support Services	\$	514,873	
<b>Total Administration</b>			<b>\$ 656,944</b>

#### INSTRUCTION:

Supervision	\$	30,800	
Principals' Offices	\$	1,109,712	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$	9,779,460	
Professional Development	\$	113,501	
Textbooks & Instructional Equip	\$	379,476	
Library/Media Services	\$	434,115	
Guidance Services	\$	173,610	
<b>Total Instruction</b>			<b>\$ 12,020,673</b>

#### OTHER SCHOOL SERVICES:

Attendance Services	\$	14,018	
Health Services	\$	450,636	
Pupil Transportation	\$	435,412	
After School Activities	\$	23,402	
Student Body Activities	\$	1,399	
Cafeteria Services	\$	51,433	
<b>Total Other School Services</b>			<b>\$ 976,300</b>

#### OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$	736,043	
Heating	\$	200,242	
Electricity	\$	231,288	
Telephones	\$	40,928	
Gas	\$	2,185	
Water	\$	15,786	
Tech/Telecomm	\$	41,418	
<b>Total Operation of Plants</b>			<b>\$ 1,267,890</b>

#### MAINTENANCE:

Grounds	\$	15,389	
Buildings	\$	165,074	
Equipment	\$	53,294	
Technology Maint	\$	35,686	
<b>Total Maintenance</b>			<b>\$ 269,443</b>

**LEASE OF BUILDING & EQUIPMENT: \$ 23,905**

**TOTAL EXPENDITURES, REGULAR DAY PROGRAMS \$ 15,215,155**

## SPECIAL EDUCATION PROGRAMS

Legal Services	\$	33,671	
Supervision	\$	171,688	
Teaching (Salaries & Supplies)	\$	3,705,247	
Professional Development	\$	2,987	
Technology	\$	9,349	
Psychological Services	\$	595,305	
Health Services	\$	164,116	
Transportation	\$	676,290	
Telephone	\$	788	
Equipment Maintenance	\$	4,728	
Programs - Other Schools in Massachusetts	\$	504,789	
Lease of Building & Equipment	\$	1,093	
Payments to Collaboratives	\$	119,839	

#### TOTAL EXPENDITURES

**\$ 5,989,890**

## TOTAL EXPENDITURES

**\$ 21,205,045**

## BALANCE RETURNED TO GENERAL FUND:

**\$ 4,171**

### SCHOOL LUNCH ACCOUNT

#### INCOME:

Balance from FY14	\$	(13)	
Total Receipts, FY15	\$	396,024	
<b>Total Revenues</b>			<b>\$ 396,011</b>

Total Expenditures, FY15	\$	396,010	
<b>BALANCE TO FY16</b>			<b>\$ 1</b>

### SPECIAL ED - CIRCUIT BREAKER

#### INCOME:

Balance from FY14	\$	743,499	
Total Receipts, FY15	\$	655,688	
<b>Total Revenues</b>			<b>\$ 1,399,187</b>

Total Expenditures, FY15	\$	743,499	
<b>BALANCE TO FY16</b>			<b>\$ 655,688</b>

### KINDERGARTEN GRANT

Expenditures	\$	60,350	
Unexpended Balance	\$	-	
<b>Total Grant Received</b>			<b>\$ 60,350</b>

### TITLE I GRANT CARRYOVER

Expenditures	\$	10,012	
<b>Total Grant Received</b>			<b>\$ 10,012</b>

### TITLE IIA GRANT CARRYOVER

Expenditures	\$	6,556	
<b>Total Grant Received</b>			<b>\$ 6,556</b>



# 2015 Annual Town Meeting Warrant

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 79 Bartlett St. Northborough, MA on MONDAY, the TWENTY-SEVENTH day of April, 2015 at 7:30 p.m. to act on the following warrant articles:

## 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 take any action relative thereto.

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

## ARTICLE 4: Town Budget MOTION PASSED

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Nineteen Million Nine Hundred Fourteen Thousand Six Hundred Sixty Seven Dollars (\$19,914,667) for Town Government as displayed below, and to meet said appropriation, the following sums available for appropriation be transferred:

### From:

Transfer from Cemetery Trust Fund Income	\$ 4,641
Transfer from Cemetery Sale of Lots	\$ 11,250
Transfer from Debt Exclusion Premium Reserve	\$ 17,558
Transfer from Title V Reserve	\$ 4,534
Transfer from Conservation Commission Fees	\$ 2,401
Transfer from Fire Emergency Medical Services Revolving Account	\$303,257
Transfer from Recreation Revolving Account	\$135,991
Transfer from Animal Control Revolving Account	\$ 27,000
Transfer from Medicare Part D Subsidy	\$ 27,426
Free Cash	\$500,000

for a total of One Million Thirty Four Thousand Fifty Eight Dollars (\$1,034,058) and that the sum of Eighteen Million Eight Hundred Eighty Thousand Six Hundred Nine Dollars (\$18,880,609) 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 Six Hundred Fifty Six Thousand Two Hundred Seventy Dollars (\$4,656,270) 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	\$ 78,019
Sewer Fund Free Cash	\$ 165,529
Solid Waste Fund Free Cash	\$ 61,840

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy \$ 217,160

for a total of Five Hundred Twenty Two Thousand Five Hundred Forty Eight Dollars (\$522,548) and that the sum of Four Million One Hundred Thirty Three Thousand Seven Hundred Twenty Two Dollars (\$4,133,722) be financed from Water/Sewer and Solid Waste Revenues.

Water Fund	\$ 2,230,328
Sewer Fund	\$ 1,658,942
Solid Waste Fund	\$ 767,000
	<u>\$ 4,656,270</u>

## 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 Nine Hundred Fifty One Thousand Five Hundred Thirty-Nine Dollars (\$21,951,539) for the operation of the Northborough Public Schools, or take any action relative thereto.

## 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 Ten Million One Hundred Forty Nine Thousand and Seven Dollars (\$10,149,007), 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 Ninety Three Thousand Four Hundred Three Dollars (\$893,403), 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 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 Fund Accounts;
- Article 13 Reauthorizes Animal Control Revolving Fund Account;
- Article 14 Reauthorizes Community Affairs Committee Revolving Fund Account;
- Article 15 Reauthorizes Family and Youth Services Department Revolving Fund Account;
- Article 16 Reauthorizes Council on Aging Revolving Fund Account;

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 Accounts**

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 FY2016 not to exceed Four Hundred Twenty Nine Thousand Seven Hundred Seventy One Dollars (\$429,771), 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 account 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 FY2016 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 account 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 programs; with annual expenditures for FY2016 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 programs; with annual expenditures for FY2016 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 programs; with annual expenditures for FY2016 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 Article. Under this statute, such revolving fund accounts must be reauthorized annually.



# 2015 Annual Town Meeting Warrant

## **ARTICLE 17: Appropriations Committee Reserve Fund MOTION PASSED**

To see if the Town will vote to appropriate the sum of One Hundred Seventy Five Thousand Dollars (\$175,000) 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, One Hundred Seventy Five Thousand Dollars (\$175,000) be transferred from Free Cash, 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: Stabilization Fund Contribution MOTION PASSED**

To see if the Town will vote to appropriate the sum of Two Hundred Thousand Dollars (\$200,000) for transfer to the Stabilization Fund, and to meet said appropriation, the sum of Two Hundred Thousand Dollars (\$200,000) be transferred from Free Cash, or take any action relative thereto.

- This Article provides for a contribution to the Stabilization or general savings account for the Town.

## **ARTICLE 19 (CIP): Fire – Engine 2 Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Six Hundred Eighty Eight Thousand Dollars (\$688,000) to purchase a fire engine and related equipment, and to meet said appropriation, the sum of Six Hundred Eighty-Eight Thousand Dollars (\$688,000) be transferred from Free Cash, or take any action relative thereto.

- This Article provides funds for the replacement of the 1996 Engine 2 fire vehicle. At nearly 20 years old it is well beyond its expected useful life, which is typically about 10 years for front-line service.

## **ARTICLE 20 (CIP): Fire – Ambulance Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Two Hundred Eighty Thousand Dollars (\$280,000) for the use of the Fire Department for the purchase of an ambulance, and to meet said appropriation, the sum of Two Hundred Eighty Thousand Dollars (\$280,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(9) or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

- This Article provides funds for the replacement of a 2008 ambulance. The debt service on the bonds for the Ambulance will be paid from the EMS Revolving Account. The EMS Revolving Account is funded by the Ambulance Service fees and charges.

## **ARTICLE 21 (CIP): Fire – SCBA Bottle Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Forty-Five Thousand Dollars (\$45,000) to purchase thirty-five (35) 45-minute carbon composite self-contained breathing apparatus (SCBA) bottles for the use of the Fire Department, and to meet said appropriation, the sum of Forty Five Thousand Dollars (\$45,000) be transferred from Free Cash.

- This Article provides funds for thirty-five (35) 45-minute carbon composite self-contained breathing apparatus (SCBA) bottles to replace those which have reached the end of their useful life.

## **ARTICLE 22 (CIP): Police – Police Cruiser Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Eighty Five Thousand Dollars (\$85,000) to purchase police cruisers, and to meet said appropriation, the sum of Eighty Five Thousand Dollars (\$85,000) be transferred from Free Cash.

- This Article provides funds for the purchase of two new Ford Escape SUVs which will replace a 2007 Ford Explorer SUV and a 2008 Ford Expedition SUV. Included in the funding request is the cost of outfitting the vehicles with equipment, including mobile data terminals.

## **ARTICLE 23 (CIP): Police – Communication Dispatch Console MOTION PASSED**

To see if the Town will vote to appropriate the sum of One Hundred Sixty One Thousand Dollars (\$161,000) to purchase a communication dispatch console, for the use of the Police Department, and to meet said appropriation, the sum of One Hundred Sixty One Thousand Dollars (\$161,000) be transferred from Free Cash.

- This Article provides funds for the replacement of the existing twenty-five year old two-position, analog-based public safety dispatch console. There is no additional space available for needed expansion, which has resulted in a “cobbled” system of critical two-way radios and computer equipment. Some components are no longer manufactured, requiring innovative attempts to keep essential components operational. This essential equipment is relied upon and expected to be fully operational on a 24/7 basis.

## **ARTICLE 24 (CIP): Planning – Master Plan MOTION PASSED**

To see if the Town will vote to appropriate the sum of One Hundred Thirty Thousand Dollars (\$130,000) to update the Town’s Master Plan, and to meet said appropriation, the sum of One Hundred Thirty Thousand Dollars (\$130,000) be transferred from Free Cash.

- This Article provides funds to update the Town’s Master Plan which was last updated in 1997.

## **ARTICLE 25 (CIP): DPW – Otis Street Culvert Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Three Hundred Twenty Five Thousand Dollars (\$325,000) to replace the Otis Street Culvert, and to meet said appropriation, the sum of Three Hundred Twenty Five Thousand Dollars (\$325,000) be transferred from Free Cash.

- This Article provides funds to replace the culvert over the Smith Pond outlet on Otis Street. This structure provides a critical link between Route 20 to the northwest and Route 9 to the south. The current structure was deemed to be unsafe due to deficiencies identified by a structural engineer in the summer of 2014.

**ARTICLE 26 (CIP): DPW – Roadside Mower Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of One Hundred Thirty Thousand Dollars (\$130,000) for the purchase of a Roadside Mower, for the use of the Department of Public Works, and to meet said appropriation, the sum of One Hundred Thirty Thousand Dollars (\$130,000) be transferred from Free Cash.

- This Article provides funds to replace the existing 2000 John Deere tractor with a side boom mower and articulating arm.

**ARTICLE 27 (CIP): DPW – One-Ton Dump Truck with Plow Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Ninety Thousand Dollars (\$90,000) for the purchase of a One-Ton Dump Truck with Plow, for the use of the Department of Public Works, and to meet said appropriation, the sum of Ninety Thousand Dollars (\$90,000) be transferred from Free Cash.

- This Article provides funds to replace a model year 2000 one-ton dump truck with a similar model truck used by DPW staff on a daily basis to perform their everyday tasks including moving materials, equipment and plowing.

**ARTICLE 28 (CIP): DPW – One-Ton Pick Up Truck with Plow Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Sixty Thousand Dollars (\$60,000) for the purchase of a One-Ton Pick Up Truck with Plow for the use of the Department of Public Works, and to meet said appropriation, the sum of Sixty Thousand Dollars (\$60,000) be transferred from Free Cash.

- This Article provides funds to replace a 1996 model vehicle which is one of three one-ton pick-up trucks used by DPW staff on a daily basis to perform their everyday tasks including moving materials, equipment and plowing.

**ARTICLE 29 (CIP): DPW – Backhoe Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of One Hundred Forty Five Thousand Dollars (\$145,000) for the purchase of a Backhoe for the use of the Department of Public Works, and to meet said appropriation, the sum of One Hundred Forty Five Thousand Dollars (\$145,000) be transferred from Free Cash.

- This Article provides the funds to replace a 2005 model backhoe that is used by the Highway Division. This backhoe is used for drainage and roadway repairs, plowing of streets throughout Town and digging graves in the cemeteries.

**ARTICLE 30 (CIP): DPW – Mini Excavator MOTION PASSED**

To see if the Town will vote to appropriate the sum of Eighty Five Thousand Dollars (\$85,000) for the purchase of a Mini Excavator for the use of the Department of Public Works, and to meet said appropriation, the sum of Eighty Five Thousand Dollars (\$85,000) be transferred from Free Cash.

- This Article provides the funds to purchase a mini excavator to be used by the DPW crew at the cemetery and for various road projects.

**ARTICLE 31 (CIP): DPW – Ellsworth McAfee Park Gazebo Replacement and Pavilion Renovation MOTION PASSED**

To see if the Town will vote to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the replacement of the Ellsworth McAfee Park Gazebo and Pavilion Renovation, and to meet said appropriation, the sum of Fifty Thousand Dollars (\$50,000) be transferred from Free Cash.

- This Article provides the funds for the replacement of the Ellsworth McAfee Park Gazebo and renovation of the Pavilion which will be undertaken by the students from the Assabet Valley Technical High School carpentry program for the cost of supplies and disposal of materials.

**ARTICLE 32 (CIP): Sewer – Hudson Street Pump Station Improvements MOTION PASSED**

To see if the Town will vote to appropriate the sum of One Million Five Hundred Thousand Dollars (\$1,500,000), for improvements to the Hudson Street Pump Station and to meet said appropriation, the sum of One Million Five Hundred Thousand Dollars (\$1,500,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 8(15) or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

- This Article provides the funds for improvements to the Hudson Street Pump Station, which was designed and publicly bid during 2014/2015. The Hudson St. pump station handles 98% of the Town's sewer flow. The debt service for this project will be paid from sewer user fees.

**ARTICLE 33 (CIP): Water – One-Ton Service Truck with Plow Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Seventy Five Thousand Dollars (\$75,000), for the purchase of a One-Ton Service Truck with Plow, for the Water and Sewer Enterprise Divisions of the Department of Public Works, and to meet said appropriation, the sum of Forty Five Thousand Dollars (\$45,000) be transferred from Water Enterprise Free Cash and the sum of Thirty Thousand Dollars (\$30,000) be transferred from Sewer Enterprise Free Cash, for a total of Seventy Five Thousand Dollars (\$75,000).

- This Article provides funds to replace a 1996 service truck. The vehicle is used daily to perform the regular inspections and maintenance of the Town's water and sewer system.

**ARTICLE 34 (CIP): Water – One-Ton Pick Up Truck with Plow Replacement MOTION PASSED**

To see if the Town will vote to appropriate the sum of Sixty Thousand Dollars (\$60,000), for the purchase of a One-Ton Pick Up Truck with Plow for the Water and Sewer Enterprise Divisions of the Department of Public Works, and to meet said appropriation, the sum of Thirty Six Thousand Dollars (\$36,000) be transferred from Water Enterprise Free Cash and the sum of Twenty Four Thousand Dollars (\$24,000) be transferred from Sewer Enterprise Free Cash, for a total of Sixty Thousand Dollars (\$60,000).

- This Article provides funds to replace a 2005 pickup truck primarily used by the Water/Sewer Supervisor. This vehicle is used daily to perform the regular inspections and maintenance of the Town's water and sewer system.





# 2015 Annual Town Meeting Warrant

## **ARTICLE 35 (CIP): Northborough School Department – Proctor School Roof Repairs MOTION PASSED**

To see if the Town will vote to appropriate the sum of Two Hundred Thousand Dollars (\$200,000) for the use of the Northborough School Department for roof repairs at the Proctor School and to meet said appropriation, the sum of Two Hundred Thousand Dollars (\$200,000) be transferred from Free Cash.

- This Article provides funds to repair and restore 38,000 square feet of flat roof at the Proctor School.

## **ARTICLE 36: School Department Bus Transportation Contract MOTION PASSED**

To see if the Town will vote to authorize the School Committee to enter into a three year bus transportation contract with the option to renew the contract for a fourth and fifth year in accordance with Massachusetts General Laws Chapter 30B, Section 12(b).

- This Article authorizes the School Committee to enter into a three year bus transportation contract with an option to renew for a fourth and fifth year. Town Meeting approval is required for contracts in excess of three years.

## **ARTICLE 37: Lincoln Street Elementary School – National Grid Easement MOTION PASSED**

To see if the Town will vote to approve authorize the Board of Selectmen to grant an easement for electrical distribution system purposes to National Grid for the Lincoln Street Elementary School.

- This Article provides for an easement to allow National Grid access to property located at 76 Lincoln Street to perform the work for an electric distribution system for the Lincoln Street Elementary School project.

## **ARTICLE 38: DPW Sewer – Southwest Cutoff Pump Station Acceptance MOTION PASSED**

To see if the Town will vote to accept a parcel of land, and associated structures, interests and rights of access as determined necessary by the Board of Selectmen and/or the Water and Sewer Commission, 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 record in the Worcester Registry of Deeds in Plan Book 861 as Plan 87, and to authorize the Board of Selectmen and/or the Water and Sewer Commission to execute all documents and take all actions necessary in connection therewith, or take any action relative thereto.

- This Article authorizes acceptance of ownership of the Sewer Pump Station and property located at 306 Southwest Cutoff by the Town of Northborough.

## **ARTICLE 39: Consolidated Personnel Bylaw MOTION PASSED**

To see if the Town will vote to amend the Consolidated Personnel Bylaw as shown in the handout entitled “Article 39 – Consolidated Personnel Bylaw Amendments – 2015 Annual Town Meeting”.

## **ARTICLE 40: Assessors – Personal Property Tax Minimum Value Exemption MOTION PASSED**

To see if the Town will vote to accept the provision of Massachusetts General Laws Chapter 59, Section 5, Clause 54 and establish the minimum value of personal property subject to taxation as One Thousand Dollars (\$1,000).

- This Article would exempt from taxation any Personal Property account with an assessed value of less than One Thousand Dollars (\$1,000). An analysis by the Finance Director indicates that it costs the Town more money to bill the small accounts than the Town takes in as revenue.

## **ARTICLE 41: Board of Health – Increase from 3 to 5 Member Board MOTION PASSED**

To see if the Town will vote to amend the Northborough Municipal Code Chapter 1-12 Administrative Division, Section 1-12-120 Board of Health, by adding the text shown as underlined, and deleting the words shown as stricken through in the next column:

## **1-12-120 Board of Health.**

A. Composition, mode of appointment, term of office. There shall be a Board of Health composed of five (5) ~~three (3)~~ members appointed by the Administrative Officer. Each member shall serve a term of three (3) years. The term of office of each member shall be for three (3) years, such terms so arranged that as nearly an equal number of terms as is possible shall expire each year.

## **ARTICLE 42: 250th Town Celebration - Appropriation MOTION PASSED**

To see if the Town will vote to appropriate the sum of Twenty Thousand Dollars (\$20,000) for the use of the 250th Town Anniversary Committee, and to meet said appropriation, the sum of Twenty Thousand Dollars (\$20,000) be transferred from Free Cash.

- This Article provides funding to support the Town’s 250th anniversary celebration efforts during the 2016 calendar year. The proposed appropriation will come from one-time revenues and is not part of the recurring operating budget.

## **ARTICLE 43: Earthworks Bylaw - Section 2-28-020 MOTION PASSED**

To see if the Town will vote to amend Part 2 of the Northborough Town Code, General Legislation, Section 2-28-020, by deleting the text shown below in strikethrough, or take any action relative thereto.

### **2-28-020 Permit required**

No person, firm or corporation shall remove or import in excess of one hundred (100) cubic yards of soil, loam, sand, gravel, stone or other earth material from or to any land not in public use without first obtaining a permit therefor from the Earthwork Board, as provided in the following sections. A permit shall be granted only by an affirmative vote of the majority of the Board. ~~except for land located in the Industrial zoning district, in which case such permit must be obtained from the Planning Board as part of the Site Plan Approval process under Section 7-03-050 of the Zoning Bylaw.~~



**ARTICLE 44: Zoning Bylaw – Part 7 Section 7-09-040, Signs, par. K. Permit Not Required 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, paragraph K. Permit Not Required, by adding the text shown below as underlined, relating to ‘open house’ signs, or take any action relative thereto.

(3)(b) The sign may be erected on private property provided permission from the property owner has been granted. Upon request by the Building Inspector, a copy of the letter granting such permission shall be provided to the Building Inspector.

(3)(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. The date of the open house shall be included on the sign.

**ARTICLE 45: Zoning Bylaw – Part 7 Section 7-09-040, Signs, par. D. Basic Requirements 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, paragraph D. Basic Requirements, by adding the text shown below as underlined, or take any action relative thereto.

(10) The location, by street number, for all non-residential structures shall be included on the freestanding sign. The portion of the area used for the street address shall not exceed fifteen percent (15%) of the allowed square footage and shall not affect the calculation of allowed sign square footage.

**ARTICLE 46: Zoning Bylaw – Part 7 Section 7-05-020, Classification of Uses MOTION PASSED**

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-020, Classification of Uses paragraph G. Business Uses, – clause (2) Hospitality and Food Service (e) and (g), by deleting the text shown below in strikethrough and adding the text shown below as underlined, or take any action relative thereto.

(e) Deli, sandwich shop, or pizza shop or take-out food service: A food service establishment where food is prepared and sold at retail and may or may not be consumed on the premises, such as a deli or sandwich shop serving sandwiches, soups, salads, pizza or other individually portioned food items on a take-out basis. It may include a walk-up service window or counter for take-out food service, but not drive-through service.

~~(g) Take-out food service: A food service establishment in which food prepared and sold at retail may be consumed on the premises or purchased from a counter or a walk-up service window and consumed off the premises, but not a drive-through service.~~

**ARTICLE 47: Zoning Bylaw – Part 7 Section 7-03-060, Design Review MOTION PASSED**

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-03-060 Design Review, paragraph B. Applicability, by deleting the text shown below in strikethrough and replacing it with the next text shown below as underlined, or take any action relative thereto.

B. Applicability.

(1) Design review by the Design Review Committee shall be required as part of the site plan approval or a special permit with site plan approval for any of the following:

(a) In any business district, new construction or exterior alterations or expansion of any commercial, municipal, institutional or multifamily structure; ~~or~~

(b) In the Downtown Neighborhood District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit;

(c) In the Major Commercial Development Overlay District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit; or

(d) In any Industrial district, new construction of any extensive uses, institutional uses, mixed uses, business uses, public service or public utility, or industrial uses.

**ARTICLE 48: Zoning Bylaw – Part 7 Section 7-05-030, Table of Uses MOTION PASSED**

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-030, Table 1. Table of Uses. Part B. Commercial and Industrial Districts by deleting the text shown below in strikethrough and replacing it with the text shown below as underlined, or take any action relative thereto.

**ARTICLE 49: Zoning Bylaw – Part 7 Section 7-02-040, Definitions MOTION PASSED**

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-02-040 Definitions, by adding the text shown below as underlined, or take any action relative thereto.

PARKING AREA AND/OR ACCESS DRIVE – An impervious surface constructed for an access drive and/or the parking of vehicles.

**ARTICLE 50: Zoning Bylaw – Part 7 Section 7-09-030 Off-Street Parking and Loading MOTION PASSED**

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-030 Off-Street Parking and Loading, paragraph B. Off-street parking and loading regulations, clause (2) Parking and loading space requirements (b) Commercial uses, by adding the text shown below as underlined, or take any action relative thereto.

[14] Day care centers: minimum one (1) space per employee and one (1) space per five (5) children.

**Article 48**

**Table 1. Table of Uses. Part B. Commercial and Industrial Districts**

USES	DB	BE	BW	BS	HD	I
Auto sales	N	N	<del>BA</del> <u>N</u>	N	BA	PB



# 2015 Annual Town Meeting Warrant

## **ARTICLE 51: Historic District Commission – Combine Historic District Commission and Historical Commission; Eliminate Six (6) Consecutive Year Term Limit MOTION PASSED**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 40C, section 14, to designate the Historic District Commission to serve also as the Historical Commission; and vote to amend Part 1 of the Northborough Town Code, Chapter 1-60 Historic District Commission, Sections 1-60-010 Establishment and 1-60-030 Appointments, by deleting the text shown below in strikethrough and adding the text shown below as 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. 40 s14, the Historic District Commission shall have the powers and duties of an Historical Commission as provided in Section 8D of MGL C. 40.

### **1-60-030 Appointments**

When the Commission is first established, two (2) members shall be appointed for a term of one (1) year, two (2) members shall be appointed for a term of two (2) years and three (3) members shall be appointed for a term of three (3) years. Successors shall be appointed in like manner as the original appointment for terms of three (3) years. ~~No member may serve on the Commission more than six (6) consecutive years.~~

**Motion: I move that consideration of Article 52 be postponed until after Article 63 has been disposed of. MOTION PASSED**

## **ARTICLE 52: Historic District Commission – “White Cliffs Local Historic District”**

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 at the end of that section 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, a Historic District to be known as the “White Cliffs Local Historic District”. Said district is described on the map entitled “White Cliffs Local Historic District” on file in the office of the Town Clerk.

## **ARTICLE 53: Community Preservation Fund – Historic Site Signage at Chapinville, Assabetville, Woodside and Peter Whitney Parsonage MOTION PASSED**

To see if the Town will vote to appropriate the sum of Twelve Thousand Five Hundred Dollars (\$12,500), or any other sum, from the Community Preservation Fund revenues to the Northborough Historical Commission for the purchase of four signs to identify significant historical sites, or take any other action relative thereto.

- Informational signs identifying the historic areas of Chapinville, Assabetville, Woodside, and Peter Whitney Parsonage Historic District.

## **ARTICLE 54: Community Preservation Fund – Old Brigham Street Burial Ground – Ground Penetrating Radar MOTION PASSED**

To see if the Town will vote to appropriate the sum of Twenty Thousand Dollars (\$20,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Historical Commission for use in identifying burials at the Old Brigham Street Burial Ground, or take any other action relative thereto.

- Funds to be used for Ground Penetrating Radar to find anomalies (burials) in our oldest town cemetery, using probes to find hidden and buried broken stones, to provide information in addition to GPS in order to map the cemetery.

## **ARTICLE 55: Community Preservation Fund – Historic Property Reserve MOTION PASSED**

To see if the Town will vote to appropriate the sum of Twenty Two Thousand Five Hundred Dollars (\$22,500), 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 56: Community Preservation Fund – Transfer to CPA Affordable Housing Reserve MOTION PASSED**

To see if the Town will vote to transfer the sum of Fifty Two Thousand Dollars (\$52,000) which was appropriated for the use of the Northborough Affordable Housing Corporation under Article 36 of the 2011 Annual Town Meeting warrant, and Fifty Two Thousand Dollars (\$52,000) which was appropriated for the use of the Northborough Affordable Housing Corporation under Article 43 of the 2013 Annual Town Meeting warrant, and place said amount, totaling One Hundred Four Thousand Dollars (\$104,000), into the Affordable Housing Reserve, or take any other action relative thereto.

- Funds were allocated for a specific project, the appropriation was not needed, and the funds are to be returned to the CPA Affordable Housing Reserve.

## **ARTICLE 57: Community Preservation Fund – Transfer to Northborough Affordable Housing Corp MOTION PASSED**

To see if the Town will vote to appropriate the sum of Two Hundred Forty Four Thousand Dollars (\$244,000), or any other sum, from the Community Preservation Fund revenues and the sum of Two Hundred Fifty Six Thousand Dollars (\$256,000), or any other sum, from the Community Preservation Unreserved Fund for a total of Five Hundred Thousand Dollars (\$500,000) to the Northborough Affordable Housing Corporation, for the purpose of the creation of affordable housing, or take any other action relative thereto.



# 2015 Annual Town Meeting Warrant

- Funds to be used by the Northborough Affordable Housing Corporation for future creation of affordable housing. Transfer of these funds will be contingent upon successful execution of a contract with the Town.

10:59 pm motion made to adjourn – MOTION PASSED

## Annual Town Meeting – 2nd night – April 28th 2015

7:33pm. Moderator Fred George announced a quorum is present in the hall, the meeting was called to order.

### ARTICLE 58: Community Preservation Fund – Basketball Court Repairs at Zeh and Peaslee Elementary Schools MOTION PASSED

To see if the Town will vote to appropriate the sum of Sixty Thousand Dollars (\$60,000), 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 the basketball courts at the Peaslee Elementary School and the Zeh Elementary 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 59: Community Preservation Fund – Peaslee Elementary School Playground 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 to the Peaslee Elementary School PTO for costs associated with the creation of a playground at the Marguerite E. Peaslee Elementary School, or take any other action relative thereto.

- Project includes removal of out-dated equipment and replacing it with new equipment following ADA guidelines.

### ARTICLE 60: Community Preservation Fund – Debt Service for Open Space Acquisition MOTION PASSED

To see if the Town will vote to appropriate the sum of Forty

Seven Thousand Seven Hundred Dollars (\$47,700), 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 2016, or take any other action relative thereto.

- Funds to pay for the third year of a five year debt schedule for debt service associated with the Community Preservation Fund purchase of the Green Street parcel.

### ARTICLE 61: Community Preservation Fund – Administration of CPA MOTION PASSED

To see if the Town will vote to appropriate the sum of Twenty-Four Thousand Dollars (\$24,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for expenses associated with the implementation of the Community Preservation Act including but not limited to clerical assistance, office supplies, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2016, or take any other action relative thereto.

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

### ARTICLE 62: Transfer DCR Grant Funds to Conservation Fund MOTION PASSED

To see if the Town will vote to authorize the transfer of a Landscape Partnership Grant from the Massachusetts Department of Conservation and Recreation in the amount of Three Hundred Seventy Five Thousand Seven Hundred Sixty Dollars (\$375,760) or any other sum, for open space acquisition/protection purposes in Fiscal Year 2015 to the Conservation Fund, or take any action relative thereto.

- Transfer DCR grant funds to the Conservation Fund for the purpose of open space acquisition/protection.

### ARTICLE 63: Special Legislation – Site Specific All Alcoholic Licenses – 370 Southwest Cutoff – off Shops Way MOTION PASSED

To see if the Town will vote to authorize the Board of Selectmen to petition the Senate and House of Representatives in the General Court for special legislation amending Section (c) of Chapter 377 of the Acts of 2006, to provide that any of the five (5) site specific licenses for on-premises consumption of all alcoholic beverages may also be utilized on

the property at 370 Southwest Cutoff, Assessor's Map 108 Parcel 2, with substantially the following wording:

“Notwithstanding the provisions of Section 17 of Chapter 138 of Massachusetts General Laws, the licensing authority of the Town of Northborough is hereby authorized to allow the use of any of the five (5) site specific all-alcoholic licenses for the sale of all-alcoholic beverages to be consumed on the premises under the provision of Section 12 of said Chapter 138, at the additional premises currently identified as 370 Southwest Cutoff, off Shops Way. Said licenses may be used at the property which is shown on Northborough Assessors Map 108 Parcel 2, containing 7.44 acres, off Shops Way, which is part of the development known as Northborough Crossing on Route 20 near Route 9, to promote economic vitality in the Town of Northborough, Massachusetts.

Said licenses shall be subject to all provisions of said Chapter 138 except Section 17; provided, however, that the licensing authority shall not approve the transfer of said site specific licenses to any other location other than Northborough Crossing.”

Or take any other action thereto.

### ARTICLE 52: Historic District Commission – “White Cliffs Local Historic District” 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 1-60-050 Historic District established, by adding at the end of that section 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, a Historic District to be known as the “White Cliffs Local Historic District”. Said district is described on the map entitled “White Cliffs Local Historic District” on file in the office of the Town Clerk.

### ARTICLE 64: Reports – no reports offered.

8:17pm Motion to dissolve the meeting – MOTION PASSED

Attendance 4/27/2015: 192

Attendance 4/28/2015: 146

Total Registered Voters: 10,214

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



# TELEPHONE NUMBERS

SERVICES	TOWN/DEPARTMENT	PHONE #
Birth Certificates	Town Clerk	508-393-5001
Building Permits	Building Department	508-393-5010
Business Certificates	Town Clerk	508-393-5001
Cable Access	Cable Access Director	508-393-6195
Cemetery Services	Department of Public Works	508-393-5030
Census	Town Clerk	508-393-5001
Class I, II, III Licenses	Administration	508-393-5040
Common Victualler Licenses	Administration	508-393-5040
Conservation Questions	Engineering	508-393-5015
Counseling	Family & Youth Services	508-393-5020
Death Certificates	Town Clerk	508-393-5001
Dog Complaints	Animal Control Offices	508-842-8208
Dog Licensing	Town Clerk	508-393-5001
Earth Removal Questions	Engineering	508-393-5015
Economic Development	Administration	508-393-5040
Employment Opportunities	Administration	508-393-5040
Excise Bill Payments	Treasurer/Collector	508-393-5045
Firearm Permits	<i>Police Headquarters, 211 Main Street</i>	508-393-1515
Food Service Permits	Board of Health	508-393-5009
Groundwater Questions	Engineering	508-393-5015
Library Services	Library, 34 Main Street	508-393-5025
Liquor Licenses	Administration	508-393-5040
Marriage Licenses	Town Clerk	508-393-5001
Motor Vehicle Abatements	Assessors	508-393-5005
Motor Vehicle Excise Questions	Assessors	508-393-5005
Park/Field Usage	Recreation	508-393-5034
Personnel Inquiries	Administration	508-393-5040

SERVICES	TOWN/DEPARTMENT	PHONE #
Plumbing, Gas, Electrical Permits	Building Department	508-393-5010
Property Info, Assessments, Record Cards	Assessors	508-393-5005
Public Housing	<i>Housing Authority, 26 Village Drive</i>	508-393-2408
Raffle Permits	Town Clerk	508-393-5001
Recreation Programs	Recreation	508-393-5034
Recycling Information/Bins	Engineering	508-393-5015
Residents Listing Book	Town Clerk	508-393-5001
Rubbish Collection	Engineering	508-393-5015
School-Age Child Care	NEDP	508-393-7020
School Administration	<i>Supt., 53 Parkerville Rd., Southborough</i>	508-486-5115
Senior Center Information	<i>Senior Center, 119 Bearfoot Road</i>	508-393-5035
Septic System Installations	Board of Health	508-393-5009
Site Plans	Planning	508-393-5019
Street/Sidewalk Questions	Department of Public Works	508-393-5030
Subdivision Plans	Planning	508-393-5019
Swimming Pool Permits	Building Department	508-393-5010
Tax Bill Payments	Treasurer/Collector	508-393-5045
Tax Exemptions	Assessors	508-593-5005
Town Code/Town Bylaws	Town Clerk	508-393-5001
Town Web Information	MIS/GIS	508-393-1525
Vaccination Information	Board of Health	508-393-5009
Veterans Information	Veterans Agent	508-393-5024
Voter Registration	Town Clerk	508-393-5001
Water/Sewer Bill Payments	Department of Public Works	508-393-5030
Wood Stove Permits	Building Department	508-393-5010
ZBA Special Permits/Variances	Planning	508-393-5019

