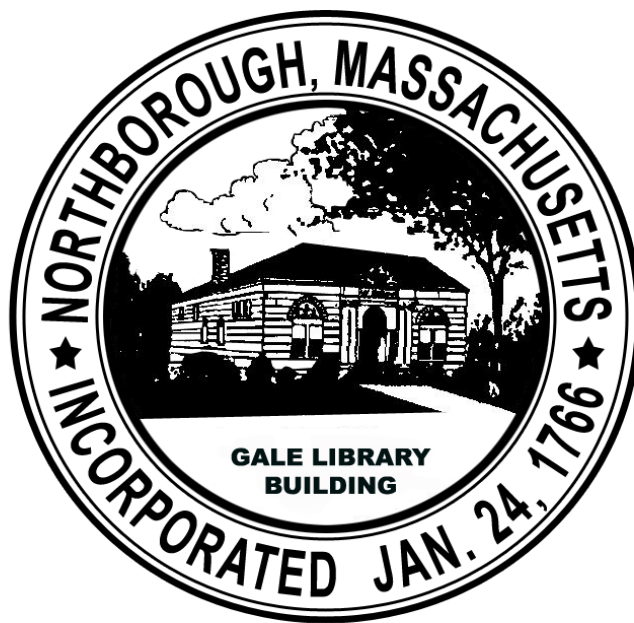


Town of Northborough



Annual Town Meeting Warrant
2015

2015 ANNUAL TOWN MEETING WARRANT

On the following pages you will find the Warrant for the 2015 Annual Town Meeting.

The Warrant sets the format for Annual Town Meeting which commences on the fourth Monday in April (April 27, 2015, at 7:30 p.m. at the Algonquin Regional High School). This year's Warrant is composed of 64 Articles. An Article is the mechanism by which residents are asked to consider some form of action during Town Meeting. For example, Article 6 asks residents to consider acceptance of the Northborough Schools' operational budget. Following some Articles, you will find a brief explanation (unless it is self-explanatory). Motions will be made at Town Meeting to move each Article to initiate discussion and voting on each Article.

On page 41 of this document is the "handout" referenced in Article #39, Consolidated Personnel Bylaw Amendment.

As this document is sent to be printed each year in excess of a month before Town Meeting, it is possible that certain figures (and therefore certain motions) may change.

Included with this year's Warrant is a summary of the Town's operational budget, a summary of revenues and expenditures for the Town and Schools and the Financial Planning Committee's report. Details of the Town Budget are available in the Selectmen's Office as well as the Library. The Budgets of the Northborough Public Schools and Northborough-Southborough Regional School District are available at the Superintendent's Office at the Neary School, 53 Parkerville Road in Southborough. The Budget of the Assabet Valley Regional Vocational High School is available from the District Offices located at 215 Fitchburg Street in Marlborough.

I wish to recognize the efforts of the Town's Boards, Committees, Commissions and Town Departments in contributing to the preparation of the FY2016 Budget and the drafting of the Warrant.

Respectfully submitted,

John W. Coderre
Town Administrator

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TOWN OF NORTHBOROUGH
ANNUAL TOWN MEETING WARRANT
APRIL 27, 2015

WORCESTER, SS

GREETINGS:

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

In the name of the Commonwealth of Massachusetts, you are hereby commanded to warn and notify the legal voters of the Town of Northborough to meet at THE ALGONQUIN REGIONAL HIGH SCHOOL on MONDAY, the TWENTY-SEVENTH day of April, 2015 at 7:30 p.m. to act on the following warrant articles:

ARTICLE 1: Appointing Deputy Moderator

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

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

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

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

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
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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	<u>\$ 767,000</u>
	\$ 4,656,270

ARTICLE 6: Northborough K-8 Schools' Budget

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

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

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

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

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

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.

ARTICLE 17: Appropriations Committee Reserve Fund

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

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

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. Engine 2 is currently the back-up reserve pumper, carries the "Jaws of Life," has a 2,000 gallon portable water storage tank and extra hose for areas not served by municipal water supply.

ARTICLE 20 (CIP): Fire - Ambulance Replacement

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

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

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

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

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. A Master Plan influences public and private investments in development, infrastructure, and community facilities and services. It forms the foundation for zoning and other regulations affecting where and how we build and what land is protected.

ARTICLE 25 (CIP): DPW – Otis Street Culvert Replacement

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. The replacement design and bids are complete and this request will fund the actual construction of the new culvert.

ARTICLE 26 (CIP): DPW – Roadside Mower Replacement

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. This mower is used to cut back brush along the edges of roads throughout Town.

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

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

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

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

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 (e.g. drainage projects) in areas which are inaccessible by the larger backhoes.

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

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

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

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

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.

ARTICLE 35 (CIP): Northborough School Department – Proctor School Roof Repairs

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. Included is the application of a urethane water-proofing membrane designed to restore and increase the lifespan of the roof by a minimum of ten years.

ARTICLE 36: School Department Bus Transportation Contract

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

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

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 (Route 20), Assessors' Map 106, Parcel 21 by the Town of Northborough.

ARTICLE 39: Consolidated Personnel Bylaw

To see if the Town will vote to amend the Consolidated Personnel Bylaw as shown in the handout (copies of which were available in the Town Clerk's Office continuously prior to the posting of the Warrant until the time of Town Meeting) entitled "Article 39 – Consolidated Personnel Bylaw Amendments – 2015 Annual Town Meeting".

ARTICLE 40: Assessors – Personal Property Tax Minimum Value Exemption

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

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 below:

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.

B. Powers and duties. The Board of Health shall work under the general policy direction of the Board of Selectmen and shall have the responsibility for the formulation and enforcement of regulations affecting the environment and the public health. The Board shall have all the powers and duties and obligations that boards of health may have under the Constitution and laws of the commonwealth and the State Sanitary Codes, the Town Charter, town bylaws and this Administrative Code. The Administrative Officer shall be responsible for carrying out the policies of the Board and may make policy recommendations to the Board.

ARTICLE 42: 250th Town Celebration - Appropriation

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

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

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

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

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

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

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.

Table 1. Table of Uses. Part B. Commercial and Industrial Districts						
USES	DB	BE	BW	BS	HD	I
Auto sales	N	N	BA <u>N</u>	N	BA	PB

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

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

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 51: Historic District Commission – Combine Historic District Commission and Historical Commission; Eliminate Six (6) Consecutive Year Term Limit

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.~~

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

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

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

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

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

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.

- 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.

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

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

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

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

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

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

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 64: Reports

FY 2016 General Summary (Warrant Article 4)

Following is a summary of the Town's FY2016 General Fund Budget Summary (non-school), which details the 3.5% increase allowable under the current revenue projections.

TOWN GENERAL FUND BUDGET SUMMARY

Department	FY2015 Budget	FY2016 Proposed Budget	\$ Change	% Change
GENERAL ADMINISTRATION				
<u>EXECUTIVE OFFICE</u>				
Selectmen	126,254	128,736	2,482	1.97%
Administrator	234,609	242,209	7,600	3.24%
Economic Development	1,300	1,300	-	0.00%
Town Reports	4,500	4,700	200	4.44%
<u>PUBLIC BUILDINGS</u>				
Town Hall/Public Bldgs.	448,922	489,499	40,577	9.04%
<u>FINANCE</u>				
Treasurer	300,963	309,818	8,855	2.94%
Board of Assessors	316,830	293,450	(23,380)	-7.38%
Town Accountant	145,149	149,457	4,308	2.97%
<u>MIS/GIS</u>				
MIS/GIS	498,963	428,264	(70,699)	-14.17%
<u>TOWN/CLERKS OFFICE</u>				
Town Clerk	129,647	133,111	3,464	2.67%
Election/Registration	40,024	31,223	(8,801)	-21.99%
<u>ADVISORY BOARDS/SERVICES</u>				
Moderator	500	500	-	0.00%
Appropriations Committee	1,695	1,695	-	0.00%
Town Counsel	85,000	85,000	-	0.00%
Personnel Board	71,918	184,950	113,032	157.17%
<u>PLANNING & CONSERVATION</u>				
Conservation Commission	49,466	47,218	(2,248)	-4.54%
Planning Board	155,688	161,289	5,601	3.60%
Zoning Board	4,966	5,011	45	0.91%
Earthwork Board	1,772	1,803	31	1.75%
PUBLIC SAFETY				
Police	2,413,983	2,503,214	89,231	3.70%
Fire	1,691,819	1,705,826	14,007	0.83%
Emergency Preparedness	9,500	9,000	(500)	-5.26%
Building	165,560	163,803	(1,757)	-1.06%
Gas Inspector	11,492	11,701	209	1.82%
Wire Inspector	20,665	21,046	381	1.84%
Sealer of Weights	8,000	8,000	-	0.00%
Board of Health	172,592	183,953	11,361	6.58%
Animal Control	40,000	41,200	1,200	3.00%
PUBLIC WORKS				
Highway Admin.	103,804	156,216	52,412	50.49%
Hwy. Const. & Maint.	1,260,263	1,399,114	138,851	11.02%
Parks	139,500	111,600	(27,900)	-20.00%
Cemetery	80,327	84,304	3,977	4.95%
Engineering	130,415	131,539	1,124	0.86%
Snow & Ice	346,200	346,200	-	0.00%
Street Lighting	107,625	110,854	3,229	3.00%
Trees	25,000	25,000	-	0.00%

Department	FY2015 Budget	FY2016 Proposed Budget	\$ Change	% Change
COMMUNITY SERVICES				
Council on Aging	233,494	249,785	16,291	6.98%
Library	729,948	733,118	3,170	0.43%
Recreation	131,773	135,991	4,218	3.20%
Youth Services	136,640	139,807	3,167	2.32%
Veterans Services	58,560	59,797	1,237	2.11%
Cable TV	0	-	-	
Cultural Council	500	500	-	0.00%
Community Affairs Committee	500	500	-	0.00%
Historical Commission	500	500	-	0.00%
UNDISTRIBUTED EXPENSES				
<u>EMPLOYEE BENEFITS & INSURANCE</u>				
Health Insurance	4,804,890	4,949,038	144,148	3.00%
Transfer to OPEB Trust	500,000	500,000	-	0.00%
Life Insurance	8,730	8,730	-	0.00%
Other Benefits/FICA	404,998	432,727	27,729	6.85%
Workers Comp	109,851	114,045	4,194	3.82%
Retirement Assessments	1,306,702	1,415,244	108,542	8.31%
<u>BUILDING & LIABILITY INSURANCE</u>				
Bldg. & Liability Insur.	225,545	232,311	6,766	3.00%
<u>DEBT SERVICE</u>				
Debt Service	2,051,341	2,598,421	547,080	26.67%
<u>STATE ASSESSMENTS</u>				
State Assessments	300,855	329,270	28,415	9.44%
<u>NORFOLK AGRICULTURAL HIGH SCHOOL</u>				
Tuition/Transportation	47,594	47,594	-	0.00%
<u>STABILIZATION FUND CONTRIBUTION</u>				
Stabilization Fund	0	200,000	200,000	
<u>RESERVE FUND</u>				
Reserve Fund	150,000	175,000	25,000	16.67%
<u>SPECIAL WARRANT ARTICLES</u>				
Special Articles	893,500	2,214,000	1,320,500	147.79%
Other Financing Uses	217,160	217,160	-	0.00%
OTHER NON-APPROPRIATED AMOUNTS				
Reserve for Abatements	461,046	629,640	168,594	36.57%
Offsets	27,591	19,656	(7,935)	-28.76%
ENTERPRISE FUNDS				
Water	2,174,510	2,230,328	55,818	2.57%
Sewer	1,594,271	1,658,942	64,671	4.06%
Solid Waste	755,160	767,000	11,840	1.57%
GROSS TOTAL TOWN	26,670,570	29,770,907	3,100,337	11.62%
CALCULATION OF NET TOTAL TOWN				
Less Water Fund	(2,174,510)	(2,230,328)		
Less Sewer Fund	(1,594,271)	(1,658,942)		
Less Solid Waste	(755,160)	(767,000)		
Less Other Funds	(530,954)	(534,058)		
Less Recap Adjustments	125,284			
Less Debt Exclusion	(1,399,096)	(2,035,273)		
Less Reserve Fund Article	(150,000)	(175,000)		
Less Transfer to OPEB Trust	(500,000)	(500,000)		
Less Transfer to Stabilization		(200,000)		
Less Special Articles	(893,500)	(2,214,000)		
NET TOTAL TOWN	\$18,798,363	19,456,306		3.50%
CALCULATION OF TOWN APPROPRIATION				
GROSS TOTAL TOWN	26,670,570	29,770,907		
Less County Assessments	(1,306,702)	(1,415,244)		
Less State Assessments	(300,855)	(329,270)		
Less Reserve for Abatements	(461,046)	(629,640)		
Less Offsets	(27,591)	(19,656)		
Less Reserve Fund Article	(150,000)	(175,000)		
Less Stabilization Transfer Article		(200,000)		
Less Special Articles	(893,500)	(2,214,000)		
Less Other Financing Use	(217,160)	(217,160)		
Less Enterprise Funds	(4,523,941)	(4,656,270)		
Net Town Warrant Article 4	\$18,789,775	19,914,667		

FY2016 Enterprise Funds Budget Summary Warrant Article 5

WATER, SEWER & SOLID WASTE ENTERPRISE FUNDS

REVENUE	FY2015	FY2016	\$ Change	% Change
Water Fees, Charges & Betterments	2,108,196	2,152,309	44,113	2.09%
Transfer from Water Fund Free Cash (Operating)	66,314	78,019	11,705	17.65%
Transfer from Water Fund Free Cash (Capital)	39,000	81,000	42,000	107.69%
WATER FUND REVENUES	2,213,510	2,311,328	97,818	4.42%
Sewer Fees, Charges & Betterments	1,470,096	1,493,413	23,317	1.59%
Transfer from Sewer Fund Free Cash (Operating)	124,175	165,529	41,354	33.30%
Transfer from Sewer Fund Free Cash (Capital)	126,000	54,000	(72,000)	-57.14%
SEWER FUND REVENUES	1,720,271	1,712,942	(7,329)	-0.43%
Solid Waste Fees	488,000	488,000	0	0.00%
General Fund Subsidy	217,160	217,160	0	0.00%
Transfer from Solid Waste Free Cash	50,000	61,840	11,840	23.68%
SOLID WASTE FUND REVENUES	755,160	767,000	11,840	1.57%
WATER, SEWER & SOLID WASTE REVENUES	4,688,941	4,791,270	102,329	2.18%

EXPENDITURES	FY2015	FY2016	\$ Change	% Change
Wages, Benefits & Expenses	1,830,677	1,872,624	41,947	2.29%
Debt Service	343,833	357,704	13,871	4.03%
Capital Improvements	39,000	81,000	42,000	107.69%
WATER FUND EXPENDITURES	2,213,510	2,311,328	97,818	4.42%
Wages, Benefits & Expenses	1,002,151	1,082,659	80,508	8.03%
Debt Service	592,120	576,283	(15,837)	-2.67%
Capital Improvements	126,000	54,000	(72,000)	-57.14%
SEWER FUND EXPENDITURES	1,720,271	1,712,942	(7,329)	-0.43%
SOLID WASTE FUND EXPENDITURES	755,160	767,000	11,840	1.57%
WATER, SEWER & SOLID WASTE EXPENDITURES	4,688,941	4,791,270	102,329	2.18%

FY 2016 Public Education Budget Summary (Warrant Articles 6, 7 and 8)

PUBLIC EDUCATION (WARRANT ARTICLES 6,7,8)*

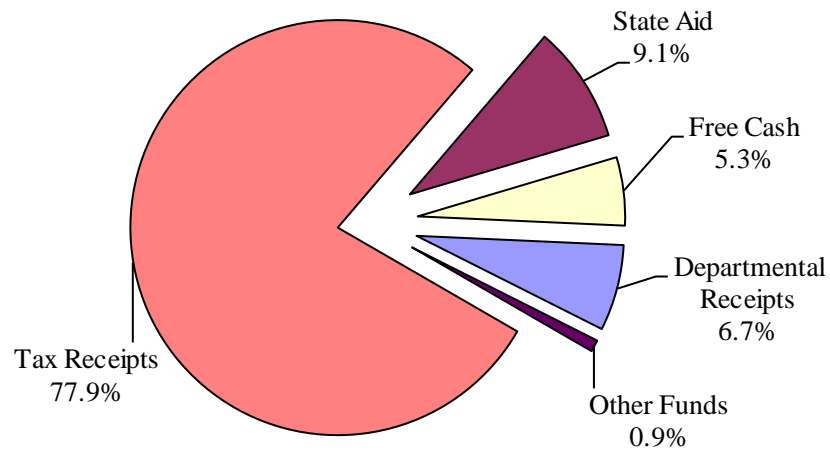
PUBLIC EDUCATION	FY2015	FY2016	\$ Change	% Change
Northborough K-8	\$21,209,216	\$21,951,539	\$742,323	3.50%
Northborough K-8 Total (Article 6)	\$21,209,216	\$21,951,539	\$742,323	3.50%
Algonquin Regional HS 9-12	\$9,171,070	\$9,492,514	\$321,444	3.50%
Algonquin FY2014 Credit	(\$164,727)	\$0	\$164,727	-100.00%
Algonquin HS Debt Exclusion	\$657,234	\$656,493	(\$741)	-0.11%
Algonquin Total (Article 7)	\$9,663,577	\$10,149,007	\$485,430	5.02%
Assabet Valley Regional HS	\$828,280	\$878,397	\$50,117	6.05%
Assabet Valley Debt Assessment	\$11,473	\$15,006	\$3,533	30.79%
Assabet Total (Article 8)	\$839,753	\$893,403	\$53,650	6.39%
TOTAL PUBLIC EDUCATION	\$31,712,546	\$32,993,949	\$1,281,403	4.04%

* Please see separate handouts for detail regarding School Budgets.

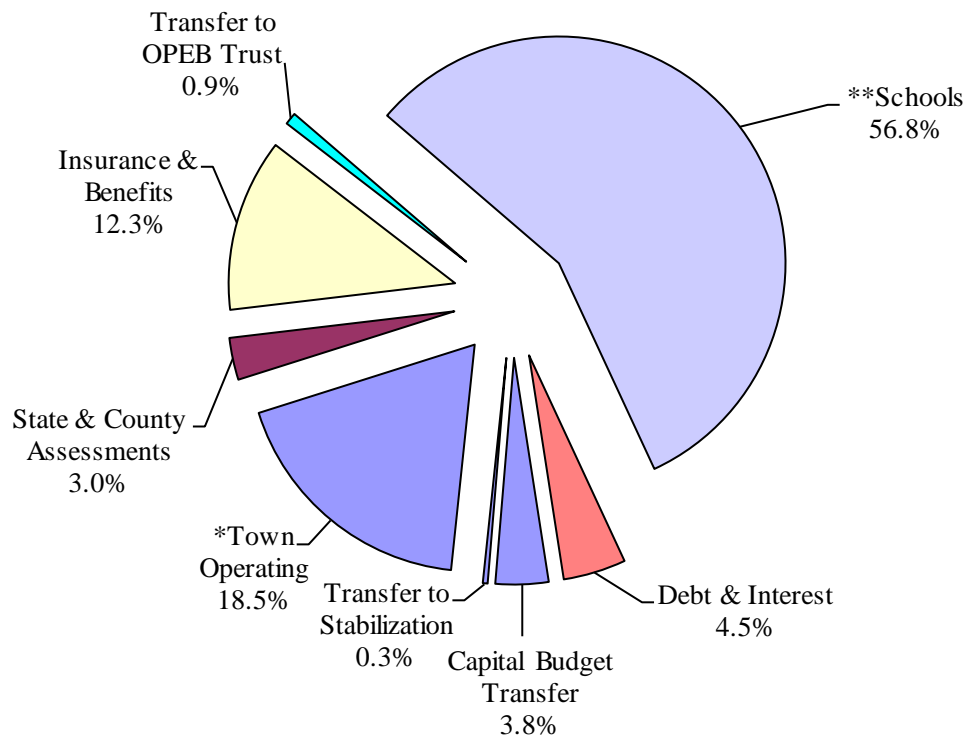
TOWN OF NORTHBOROUGH
REVENUE & EXPENDITURE SUMMARY FISCAL YEARS 2014--2016

LEVY LIMIT CALCULATION	FY2014	PROPOSED FY2015	REVISED FY2015	PROPOSED FY2016	% CHANGE
Prior Year Levy Limit	\$40,370,095	\$42,206,075	\$42,206,075	\$43,891,045	
Add 2.5%	\$1,009,252	\$1,055,152	\$1,055,152	\$1,097,276	
Add New Growth	\$826,728	\$497,700	\$629,818	\$501,900	
Add Overrides	\$0	\$0	\$0	\$0	
True LEVY LIMIT	\$42,206,075	\$43,758,927	\$43,891,045	\$45,490,221	
Add Debt Excl - Zeh School	\$100,777	\$80,216	\$80,216	\$61,467	
Add Debt Excl - Colburn St.	\$15,433	\$23,673	\$0	\$11,473	
Add Debt Excl - Library	\$413,460	\$406,416	\$406,416	\$398,725	
Add Debt Excl - Senior Center	\$446,601	\$437,554	\$437,554	\$428,507	
Add Debt Excl - Algonquin	\$659,761	\$657,234	\$657,234	\$656,493	
Less Debt Excl -Settlement				(\$212,000)	
Add Debt Excl - Lincoln Street				\$675,000	
Adjusted LEVY LIMIT	\$43,842,107	\$45,364,019	\$45,472,465	\$47,509,886	
REVENUES					
Adjusted LEVY LIMIT	\$43,842,107	\$45,364,019	\$45,472,465	\$47,509,886	
Less Unused Levy Limit	(\$2,508,148)	(\$2,060,542)	(\$2,495,341)	(\$2,230,341)	
Total Tax Receipts	\$41,333,958	\$43,303,477	\$42,977,124	\$45,279,545	5.36%
State Aid	\$4,844,770	\$4,900,985	\$4,928,440	\$4,928,440	0.00%
MSBA Payments	\$382,543	\$382,543	\$382,543	\$382,543	
Free Cash (Operating)	\$500,000	\$500,000	\$500,000	\$500,000	0.00%
Free Cash (Capital/Reserve)	\$1,459,307	\$1,043,500	\$1,043,500	\$2,589,000	148.11%
Departmental Receipts	\$2,761,000	\$3,023,000	\$3,198,000	\$3,595,000	12.41%
Meals/Rooms Tax (2013)	\$225,000	\$300,000	\$300,000	\$300,000	
Other Funds	\$352,584	\$530,954	\$530,954	\$534,058	0.58%
TOTAL GENERAL FUND REVENUES	\$51,859,162	\$53,984,459	\$53,860,561	\$58,108,586	7.89%
Water/Sewer Enterprise Funds	\$3,618,100	\$3,768,781	\$3,768,781	\$3,889,270	3.20%
Solid Waste Enterprise Fund	\$759,099	\$755,160	\$755,160	\$767,000	1.57%
TOTAL REVENUES	\$56,236,361	\$58,508,400	\$58,384,502	\$62,764,856	7.50%
EXPENDITURES					
Town	\$18,056,813	\$18,798,363	\$18,798,363	\$19,456,306	3.50%
Schools					
Northborough K-8	\$20,372,564	\$21,209,216	\$21,209,216	\$21,951,539	3.50%
Algonquin 9-12	\$8,835,115	\$9,171,070	\$9,171,070	\$9,492,514	3.50%
Algonquin FY14 Credit		(\$164,727)	(\$164,727)		
HS Debt Exclusion	\$659,761	\$657,234	\$657,234	\$656,493	-0.11%
Warrant Articles					
Reserve Fund	\$150,000	\$150,000	\$150,000	\$175,000	
Capital / Other Articles	\$1,309,307	\$893,500	\$893,500	\$2,214,000	
Transfer to Stabilization				\$200,000	
Assabet	\$646,939	\$828,280	\$828,280	\$878,397	6.05%
Assabet Renovation Project	\$1,044	\$11,473	\$11,473	\$15,006	30.79%
Transfer to OPEB Trust	\$0	\$500,000	\$500,000	\$500,000	
Zeh School Debt Service	\$483,320	\$462,759	\$462,759	\$444,010	
Colburn Street Debt Service	\$75,845	\$73,673	\$73,673	\$71,473	
Library Debt Service	\$414,195	\$407,120	\$407,120	\$399,395	
Senior Center Debt Service	\$465,695	\$455,545	\$455,545	\$445,395	
Lincoln Street Debt Service				\$675,000	
Other Funds	\$352,584	\$530,954	\$530,954	\$534,058	
Adjustments	\$35,981	\$0	(\$123,898)		
TOTAL GENERAL FUND EXPENDITURES	\$51,859,163	\$53,984,459	\$53,860,561	\$58,108,586	7.89%
Water Enterprise Fund	\$2,169,985	\$2,174,510	\$2,174,510	\$2,230,328	2.57%
Sewer Enterprise Fund	\$1,448,115	\$1,594,271	\$1,594,271	\$1,658,942	4.06%
Solid Waste Enterprise Fund	\$759,099	\$755,160	\$755,160	\$767,000	1.57%
TOTAL ALL FUNDS	\$56,236,362	\$58,508,400	\$58,384,502	\$62,764,856	7.50%

Fiscal Year 2016 Revenue Sources



Fiscal Year 2016 Expenditures



*Town Expenditures include Reserves for Abatements, Appropriation Reserve Fund, and Offsets

**School Expenditures include Northboro K-8 schools operations, Algonquin Regional High School operations, Algonquin Regional High School Debt Service & Assabet Valley Assessment

Report of the Financial Planning Committee
Fiscal Years 2016-2021

Report of the Financial Planning Committee

The role of the Financial Planning Committee is to serve in a research, study and advisory capacity to the Board of Selectmen, the Appropriations Committee and the Administrative Office on short and long-range financial planning matters, and to assist in the development of a Capital Improvement Program. During Fiscal Year 2015 the Committee was comprised of the following members:

Member	Appointed By	Term Expires
David DeVries, Chair	Town Moderator	April 2017
Michael Hodge, Vice-Chair	Town Moderator	April 2016
Heidi Bourque-Gleason	Northborough K-8 School Committee	April 2015
Roger Leland	Town Moderator	April 2017
Richard Smith	Appropriations Committee	April 2015
Thomas Spataro	Planning Board	April 2018

Fiscal Year 2015 Committee Activities

Meeting Date	Action
November 20, 2014	Reorganization: David DeVries, Chair; Michael Hodge, Vice-Chair. Kick-off meeting, CIP instruction manual, budget manual and schedule, town meeting calendar, preliminary free cash plan.
December 11, 2014	Financial Trend Monitoring Report Update and Financial Projections.
January 22, 2015	Joint Meeting with Appropriation, Board of Selectmen, School committee, for Lincoln Street School project update.
February 19, 2015	FY16 Budget Update and CIP summary overview.
March 5, 2015	Review Dept. of Public Works capital requests.
March 12, 2015	Police capital requests, Fire capital requests, Town Planner capital requests, K-8 school capital requests, and CPC capital projects.
March 19, 2015	Review of draft FPC report and recommendations.
April 11, 2015	Annual inspection of school buildings and grounds.
April 9, 2015	Review debt service/policy with Finance Director. Review final committee report.

The Committee extends its appreciation to Town Administrator John Coderre and his Financial Team -- Assistant Town Administrator Kimberly Foster, Finance Director June Hubbard-Ward, and Town Accountant Jason Little -- for their input and assistance throughout the Committee's process. Special thanks to Diane Wackell and Donna McIntosh for their capable administrative support.

Committee General Comments

The major role of the Financial Planning Committee is to review all submitted projects included in the Capital Improvement Program, comment upon their viability and make its final recommendations, which includes consideration of the guidelines set forth under the Debt Policy adopted by the Board of Selectmen in September 2000. These guidelines were developed to assist the Town in determining how much debt can safely be incurred, and are consistent with those recommended by the Massachusetts Department of Revenue, namely:

- Determine debt that can be incurred without jeopardizing credit standing and causing financial hardship;
- Incorporate affordability guidelines for expenditures;
- Include review of the Capital Improvement Program; and
- Indicate appropriate uses for and acceptable amounts of debt.

The Committee has reviewed the projects included in the six-year Capital Improvement Program at meetings held with the various departments proposing these projects. At these meetings, department heads presented information and data to justify the need, cost, and implementation timeframe for the projects. It is the strong opinion of the Committee that in order for the Capital Improvement Program to be an effective tool for managing the Town's capital investment, department heads must have confidence that their submitted projects will be implemented within the timeframe planned in the Program. The Committee recognizes that the municipal and school administrations have worked hard to anticipate capital needs, submit projects into the Plan, and distribute those projects over the six-year planning period so as to comply with the constraints of the Town's Debt Policy.

At this writing, debt service projections and metrics were not yet finalized and available to the Committee, but conservative preliminary estimates prepared by the Town Administrator indicate that the Program will be well within the guidelines set forth in the Debt Policy both for Credit Standing and Affordability.

Subject to verification of compliance with Debt Policy guidelines, and to comments and recommendations made herein for specific capital projects proposed for Fiscal Year 2016, the Committee is pleased to recommend this Capital Improvement Program as an effective tool for managing the Town's finances with respect to Capital Projects for the next six years.

Communication, Transparency, and Best Practices in Town Finance

For the fifth consecutive year, the Committee congratulates the Town Administrator and his Financial Team for receiving the Government Finance Officers Association (GFOA) Budget Presentation Award for the Town's FY15 budget document. To be recognized, the budget document must satisfy demanding criteria which evaluate it as a policy document, a financial plan, an operations guide, and a communications tool. Further, GFOA raises the bar by requiring past award winners to demonstrate ever greater clarity and completeness in their budget document. To repeat as a GFOA award winner reflects the continuing efforts of the Financial Team to improve communication and transparency in Town finance and apply best practices to municipal budgeting.

Free Cash Policy

The FY16 budget year marks the fifth implementation of the Town's Free Cash Policy. Under this policy, one defined use of available free cash is to pay for capital projects. Examples of suitable projects include DPW and Public Safety vehicles and equipment; building infrastructure components (heating, cooling, electrical, plumbing, etc.); communication systems and office and equipment; and capital project design fees, feasibility studies, and needs analyses. In the past, the Town funded projects of this scale with debt, a practice discouraged by bond rating agencies. Under the Free Cash policy, such capital items are now funded from free cash and other available one-time revenues. Debt capacity is conserved for larger projects such as building construction and renovation, major roadway construction and repair, water/sewer infrastructure, and land acquisition for municipal use or to preserve open space.

From the \$3.932M certified free cash balance, \$2.194M is allocated to FY16 capital projects. This amount provides \$2.194M of capital investment in FY16 that will have no additional impact on the tax rate. (Note: Other proposed capital projects for FY16 are funded from general obligation bonds or through enterprise fees.)

Assuming this year's proposal is approved, more than \$5.816M of capital expenditures will have been accomplished with Free Cash over the five-year period FY 2012-2016, which otherwise would have been financed with debt. Meanwhile, the Town's component of debt service attributable to small capital expenditures has been nearly eliminated, reclaiming capacity within the Proposition 2 ½ levy limit to address upcoming capital projects of larger scale.

Apportionment of ARHS State Construction Grant

The Committee is pleased to report that a final and favorable settlement has been reached concerning the treatment of state grant for the Algonquin Regional High School construction project. The settlement provides for Southborough to pay Northborough a sum of \$1,699,466 in installments over a period of eight years, with interest accruing on the unpaid balance during that period.

The disagreement concerned how the grant should have been apportioned by the Regional School District to the member towns of Northborough and Southborough: whether by the capital cost sharing formula of the Regional Agreement (which the District had in fact done); or according to provisions of MGL Chapter 70B, which govern state reimbursement to school districts for school construction projects.

In December 2006, the Financial Planning Committee estimated that Northborough would receive approximately \$1.5M LESS in grant under the District's treatment than it should under the MGL Chapter 70B grant apportionment formula.

From 2007-2010, attempts to negotiate a compromise fell short: the Chapter 70B statute was argued by some to be either ambiguous or inapplicable; the relevant State agencies declined to offer guidance as to whether and how the statute should apply; and Southborough, having already benefitted from the District's actual treatment of the grant, had no motivation to concede that benefit. In April 2009, the Regional District proposed a "split the difference" compromise, under which Northborough would have received \$686,000 over a period of 17 years; Northborough Town Meeting approved the proposed compromise, but Southborough Town Meeting did not. In 2010, Southborough leaders declined to present that compromise a second time to its citizens.

In November 2010, having exhausted all options for diplomatic resolution, Northborough filed a request for declaratory judgment, seeking the Court's interpretation of the relevant language in MGL Chapter 70B.

In April 2013, the Court found in favor of Northborough. The decision directed the Regional District and the member towns to recalculate the grant apportionment according to the Chapter 70B formula, and to devise a schedule for repayment, to be submitted to the Court for approval.

In February 2015, after further appeals and rulings, the settlement was finalized.

The Committee gratefully acknowledges the efforts of the following people whose advocacy and expertise contributed to the favorable resolution of this issue: former Financial Planning Committee members James V. Casella, Susan Sartori, and Jason Perreault; Appropriations Committee chair Elaine Kelly; Finance Director June Hubbard-Ward; and Town Administrator John Coderre, who very capably and professionally guided the Town's efforts throughout the lengthy diplomatic and judicial process.

Capital Projects for FY16

The Committee has reviewed the projects in the Capital Improvement Program for Fiscal Year 2016 and has prioritized as follows:

Priority	Description
1	Projects that involve correcting a current Safety or Health issue, and/or to meet a Federal or State legal requirement
2	Projects that are necessary to maintain the Town's current infrastructure: <i>Buildings</i> - Projects necessary to maintain existing Town buildings, not including projects to expand or modernize facilities. <i>Equipment</i> - Projects necessary to replace old existing equipment, which is no longer cost effective to repair with similar equipment
3	Projects that are required to increase capacity of existing facilities in order to accommodate the increase in growth of the Town.
4	Projects that are designed to modernize and upgrade existing Town facilities.

The committee considers all the capital projects proposed, and that have been in the Capital plan for many years. From those proposals, the committee recommends the capital projects below in this year's warrant articles. Committee vote shown in parentheses. Numerical votes are shown in Yes-No-Abstain order relative to a motion to recommend approval. Fewer than six total votes reflect the absence of one or more members at the time of the vote.

Planned sources of funding are noted in the comments for each project.

Municipal Departments

Project	Sponsor	Cost	Priority	Recommend Approval?
Engine 2 Replacement	Fire	\$688,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 1996 Engine 2. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Ambulance Replacement	Fire	\$280,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces 2004 Ambulance. Funded by borrowing, to be repaid by the Ambulance Revolving Fund . 				

Project	Sponsor	Cost	Priority	Recommend Approval?
SCBA Replacement	Fire	\$45,000	1	YES (6-0-0)
<ul style="list-style-type: none"> Replaces 35 outdated SCBA bottles. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Police Cruiser Replacement	Police	\$85,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 2007 Explorer and a 2008 Expedition. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Communication Dispatch Console	Police	\$161,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 1989 Dispatch Console. Funded from free cash. No additional impact to tax rate. 				

Municipal Departments (continued)

Project	Sponsor	Cost	Priority	Recommend Approval?
Master Plan	Planning	\$130,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Master Plan Update from 1997. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Otis Street Culvert Replacement	Public Works - Highway	\$325,000	1	YES (6-0-0)
<ul style="list-style-type: none"> Structure deemed unsafe – road closed. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Roadside Mower	Public Works - Highway	\$130,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 2000 John Deere. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
One-Ton Dump Truck w/Plow	Public Works - Highway	\$90,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 2000 Ford. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
One-Ton Pickup Truck w/Plow	Public Works - Highway	\$60,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 1996 Ford. Funded from free cash. No additional impact to tax rate. 				

Municipal Departments (continued)

Project	Sponsor	Cost	Priority	Recommend Approval?
Backhoe	Public Works - Highway	\$145,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 2005 Model. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Mini Excavator	Public Works - Highway	\$85,000	2	YES (6-0-0)
<ul style="list-style-type: none"> New addition to Fleet. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Ellsworth Park Gazebo and Pavilion Renovation	Public Works - Highway	\$50,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replacement of 1993 Gazebo and repair to Pavilion. Funded from free cash. No additional impact to tax rate. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Hudson Street Pump Station Improvements	Public Works - Sewer	\$1,500,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replace Worn Out 1977 Pump, Motor, and Controls. Funded from Sewer Enterprise Fund Bonds. 				

Municipal Departments (continued)

Project	Sponsor	Cost	Priority	Recommend Approval?
One-Ton Service Truck w/Plow	Public Works – Water/Sewer	\$75,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 1996 truck. Funded from Water/Sewer Enterprise Fund Free Cash. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
One-Ton Pickup Truck w/Plow	Public Works – Water/Sewer	\$60,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Replaces a 2005 truck. Funded from Water/Sewer Enterprise Fund Free Cash. 				

K-8 Public Schools

Project	Sponsor	Cost	Priority	Recommend Approval?
Proctor Roof Repairs	Public Schools	\$200,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Repair and Restore Flat roof. Funded from free cash. No additional impact to tax rate. 				

Community Preservation Act Projects

Certain projects to be funded with Community Preservation Act monies may be presented at Town Meeting. Although often capital in nature, these projects are not necessarily incorporated into the Capital Improvement Plan. Nevertheless, the Financial Planning Committee, in its financial advisory capacity, strives to review projects approved by the CPC and offer its recommendations at Town Meeting. Because CPA projects do not compete for funding with Capital Improvement Plan projects, no Priority is assigned.

Project	Sponsor	Cost	Priority	Recommend Approval?
Unused Funds returned to CPA Affordable Housing Reserve	Affordable Housing Corp.	\$104,000	N/A	YES (6-0-0)
<ul style="list-style-type: none"> Appropriated but Unused Funds returned to CPA Affordable Housing Reserve account. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Future Creation of Affordable Housing	Affordable Housing Corp.	\$500,000	N/A	deferred
<ul style="list-style-type: none"> Funds to be used for future creation of affordable housing. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
Repair/Upgrade Community Basketball Courts	Northborough Youth Basketball Association	\$60,000	N/A	YES (5-0-1)
<ul style="list-style-type: none"> Renovate, repair, or replace playing surfaces and hoop/backboard standards for basketball courts on Town-owned property, primarily the elementary and middle schools. CPA regulations now allow CPA funding to be used to renovate and maintain recreational facilities that were NOT initially created using CPA funding. 				

Community Preservation Act Projects (continued)

Project	Sponsor	Cost	Priority	Recommend Approval?
Removal and replacement of playground equipment	Peaslee PTO	\$75,000	N/A	YES (6-0-0)
<ul style="list-style-type: none"> Removal of old equipment and replace with new equipment to ADA guidelines. 				

Project	Sponsor	Cost	Priority	Recommend Approval?
CPC Debt Service	Community Preservation Committee	\$47,700	N/A	YES (6-0-0)
<ul style="list-style-type: none"> Apply CPA funding to pay debt service on debt issued as a component of the FY12 CPA Green Street land purchase for open space preservation. Third annual installment of a 5-year financing term. 				

Respectfully submitted,
Northborough Financial Planning Committee
March 27, 2015

Financial Planning Committee Recommendations for FY16 Capital Project Warrant Articles

Northborough Annual Town Meeting April 2015

Article	Project	Cost	Funding Source	Priority	Vote *	Recommend Approval?
19	Fire: Engine 2 Replacement	688,000	Free Cash	2	6-0-0	YES
20	Fire: Ambulance Replacement	280,000	Ambulance Fund Bond	2	6-0-0	YES
21	Fire: SCBA Tank Replacement	45,000	Free Cash	1	6-0-0	YES
22	Police: Cruiser Replacement	85,000	Free Cash	2	6-0-0	YES
23	Police: Communications Dispatch Console	161,000	Free Cash	2	6-0-0	YES
24	Planning: Master Plan Update	130,000	Free Cash	2	6-0-0	YES
25	DPW: Otis Street Culvert Replacement	325,000	Free Cash	1	6-0-0	YES
26	DPW: Roadside Mower	130,000	Free Cash	2	6-0-0	YES
27	DPW: One-Ton Dump w/Plow	90,000	Free Cash	2	6-0-0	YES
28	DPW: One-Ton Pickup w/Plow	60,000	Free Cash	2	6-0-0	YES
29	DPW: Backhoe	145,000	Free Cash	2	6-0-0	YES
30	DPW: Mini Excavator	85,000	Free Cash	2	6-0-0	YES
31	DPW: Ellsworth Park Gazebo and Pavilion	50,000	Free Cash	2	6-0-0	YES
32	Sewer: Hudson Street Pump Station	1,500,000	Sewer Bond	2	6-0-0	YES
33	Water/Sewer: One-Ton Service Truck w/Plow	75,000	Water/Sewer Enterprise Fund	2	6-0-0	YES
34	Water/Sewer: One-Ton Pickup Truck w/Plow	60,000	Water/Sewer Enterprise Fund	2	6-0-0	YES
35	K-8: Proctor Roof Repairs	200,000	Free Cash	2	6-0-0	YES
56	CPA: Return Unused Funds	104,000	CPA	***	6-0-0	YES
57	CPA: Future Affordable Housing	500,000	CPA	***	-	Deferred
58	CPA: Basketball Court Renovation	60,000	CPA	***	5-0-1	YES
59	CPA: Peaslee Playground Equipment	75,000	CPA	***	6-0-0	YES
60	CPA: Debt Service for Green St. Purchase	47,700	CPA	***	6-0-0	YES

* Numerical votes shown in Yes-No-Abstain order relative to a motion to recommend approval. Fewer than six total votes reflects absence of one or more members.

** More information needed. The Committee will offer its recommendation at Town Meeting.

*** No capital project priority is assigned to CPA-funded projects.

Town of Northborough
Capital Improvement Program Summary
Fiscal Years 2016-2021

PROJECTS BY DEPARTMENT		Source of Funds	Six-Year Total	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Fire	Engine 2 Replacement	6	688,000	688,000					
	Ambulance Replacement	5	280,000	280,000					
	SCBA Bottle Replacement	6	45,000	45,000					
	Pick-Up Truck Replacement	6	80,000		80,000				
	Fire Station Addition/Renovation	2	6,650,000			650,000	6,000,000		
	Ambulance Replacement	5	315,000					315,000	
	SCBA Replacement	6	290,000					290,000	
	Car One Replacement	6	76,000						76,000
	Fire Subtotal		\$8,424,000	\$1,013,000	\$80,000	\$650,000	\$6,000,000	\$605,000	\$76,000
Police	Police Cruiser Replacement	6	552,500	85,000	85,000	85,000	85,000	85,000	127,500
	Communications Dispatch Console	2/6	161,000	161,000					
	Police Station Roof Replacement	2/6	90,000		90,000				
	Police Subtotal		\$803,500	\$246,000	\$175,000	\$85,000	\$85,000	\$85,000	\$127,500
Town Offices	Town Offices Building Repair Project Phase 2	2/6	0		TBD				
	Town Offices Building Repair Project Phase 3	2/6	0		TDB				
	Town Hall Subtotal		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning Department	Master Plan	6	130,000	130,000					
	Planning Dept Subtotal		\$130,000	\$130,000	\$0	\$0	\$0	\$0	\$0
Management Information Systems/Geographic Information Systems	GIS Aerial Photography	6	100,000				100,000		
	MIS/GIS Subtotal		\$100,000	\$0	\$0	\$0	\$100,000	\$0	\$0

Town of Northborough
Capital Improvement Program Summary
Fiscal Years 2016-2021

PROJECTS BY DEPARTMENT		Source of Funds	Six-Year Total	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
DPW: Highway/Parks/Cemetery Division									
Otis Street Culvert Replacement	6	325,000	325,000						
Roadside Mower	6	130,000	130,000						
One-Ton Dump Truck w/Plow	6	300,000	90,000			100,000		110,000	
One-Ton Pick Up Truck w/Plow	6	60,000	60,000						
Backhoe	6	145,000	145,000						
Mini Excavator	6	85,000	85,000						
Ellsworth McAfee Park Gazebo and Pavilion	6	50,000	50,000						
Church Street Culvert Replacement	2/6	1,100,000	1,100,000						
Six-Wheel Dump Truck w/ Spreader & Plow	2/6	645,000	215,000			215,000	215,000		
Sidewalk Machine	2/6	165,000	165,000						
Assabet Park Retaining Wall Reconstruction	2	100,000	100,000			100,000			
Memorial Field Parking Lot Wall and Stairs	6	TBD	TBD			TBD			
Street Sweeper	2/6	410,000	200,000			200,000			210,000
One-Ton Truck w/Chip Body & Plow	6	120,000	120,000			120,000			
Memorial Field Building Improvements	6	50,000	50,000			50,000			
Pleasant Street Culvert Replacement	2/6	150,000	150,000				150,000		
Fisher Street Culvert Replacement	2/6	500,000	500,000				500,000		
Hudson Street Drainage Improvements	2/6	200,000	200,000				200,000		
Stump Grinder	6	55,000	55,000				55,000		
Chipper	6	85,000	85,000				85,000		
Highway Garage Renovation/Expansion	2	TBD	TBD				TBD		TBD
Loader	2/6	230,000	230,000					230,000	
Skid Steer	6	80,000	80,000					80,000	
Wing Mower Replacement	6	75,000	75,000						75,000
Highway/Parks/Cemetery Subtotal		\$5,060,000	\$885,000	\$1,480,000	\$785,000	\$1,205,000	\$420,000	\$285,000	
DPW: Sewer Enterprise Fund									
Hudson Street Pump Station Improvements	7	1,500,000	1,500,000						
Town Hall Pump Station Improvements	7	350,000	350,000						
West Main St. Pump Station Improvements	7	300,000	300,000						
SCADA System	7	500,000	500,000						
Inflow & Infiltration (I&I) Study	7	500,000	500,000						
Vacuum/Jetter	7	300,000	300,000			300,000			
Sewer Extension - Phase 1	7	2,175,000	2,175,000			175,000	2,000,000		
Forbes Road Pump Station Improvements	7	400,000	400,000			400,000			
Wesson Terrace Pump Station Improvements	7	400,000	400,000				400,000		
Church Street Pump Station Improvements	7	400,000	400,000					400,000	
Sewer Extension - Phase 2	7	200,000	200,000						200,000
Water/Sewer Garage Improvements	7/8	TBD	TBD						TBD
Sewer Enterprise Fund Subtotal		\$7,025,000	\$1,500,000	\$1,650,000	\$875,000	\$2,400,000	\$400,000	\$200,000	

Town of Northborough

PROJECTS BY DEPARTMENT		Source of Funds	Six-Year Total	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	One-Ton Service Truck w/Plow	7/8	185,000	75,000		110,000			
	One-Ton Pick Up Truck w/Plow	7/8	60,000	60,000					
	Hydrant Replacement Program	8	375,000		65,000	70,000	75,000	80,000	85,000
	Repair/Replace Water Mains and Services	8	2,500,000		100,000	1,100,000		100,000	1,200,000
	Backhoe	8	170,000		170,000				
	One Ton Dump Truck w/Plow	8	95,000		95,000				
	Assabet Hill Tank Rehabilitation & Site Work	8	0			TBD			
	Collins Road Water Quality Improvements	8	400,000			400,000			
	Brigham Street Water Quality Improvements	8	400,000				400,000		
	Utility Tractor	8	80,000						80,000
Water Enterprise Fund Subtotal				\$135,000	\$430,000	\$1,680,000	\$475,000	\$180,000	\$1,365,000

TOTAL GENERAL GOVERNMENT (NON-SCHOOL)									
Fire Subtotal	\$8,424,000	\$1,013,000	\$80,000	\$650,000	\$6,000,000	\$605,000	\$76,000		
Police Subtotal	\$803,500	\$246,000	\$175,000	\$85,000	\$85,000	\$85,000	\$127,500		
Town Offices Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Planning Dept Subtotal	\$130,000	\$130,000	\$0	\$0	\$0	\$0	\$0		
MIS/GIS Subtotal	\$100,000	\$0	\$0	\$0	\$100,000	\$0	\$0		
DPW: Highway/Parks/Cemetery Subtotal	\$5,060,000	\$885,000	\$1,480,000	\$785,000	\$1,205,000	\$420,000	\$285,000		
DPW: Sewer Enterprise Fund Subtotal	\$7,025,000	\$1,500,000	\$1,650,000	\$875,000	\$2,400,000	\$400,000	\$200,000		
DPW: Water Enterprise Fund Subtotal	\$4,265,000	\$135,000	\$430,000	\$1,680,000	\$475,000	\$180,000	\$1,365,000		
TOTAL GENERAL GOVERNMENT	\$25,807,500	\$3,909,000	\$3,815,000	\$4,075,000	\$10,265,000	\$1,690,000	\$2,053,500		

Town of Northborough
Capital Improvement Program Summary
Fiscal Years 2016-2021

PROJECTS BY DEPARTMENT		Source of Funds	Six-Year Total	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Northborough K-8 Public Schools									
Summary of School projects									
Peaslee Elementary									
**Floor Tile Replacement		6	40,000		40,000				
Parking Lot/Walkway Paving		2/6	238,000			238,000			
**Design / Fire & Sprinkler Systems		2/3	480,000			TBD	480,000		
Feasibility Study		2/3	500,000					500,000	
Architectural Fees/Renv (est \$28.7m in FY2022)		2/3	TBD						
Proctor Elementary									
Roof Repairs		6	470,000	200,000			270,000		
Zeh Elementary									350,000
Boiler Replacement			350,000						
Melican Middle School									
Walkway Paving		2/6	115,000			115,000			
Feasibility Study		2/3	500,000						500,000
Architect Fees/Renovation (est TBD in FY2023)		2/3	TBD						
Northborough K-8 Public Schools Subtotal			\$2,693,000	\$200,000	\$40,000	\$353,000	\$750,000	\$500,000	\$850,000

**If Peaslee School renovation projects does not move forward, these projects will need to be included in the capital plan for funding.

Source of Funds Legend	
(1) Operating Revenues	(7) Sewer Enterprise Fund
(2) Municipal GO Bonds	(8) Water Enterprise Fund

<p>Article 39</p> <p>Consolidated Personnel Bylaw Amendments</p> <p>2015 Annual Town Meeting</p>
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The proposed amendment to the Consolidated Personnel Bylaw 1-64 consists of the following:

1. Adoption of the General Compensation scale in 1-64-350 Schedule B. The proposed change is a 2% increase in compensation rates for non-union municipal employee positions effective July 1, 2015. The proposed increase is consistent with the average increase of the Town's collective bargaining units for FY2016 as required by the Town Personnel Bylaw.

1-64-340 Schedule A.**Classification of Positions by Occupational Groups
and Assignment to Compensation Grades**

Grade	Position Title
A	Board Secretary Custodian Financial Assistant Library Assistant Office Assistant Program Coordinator
B	Administrative Assistant Assessors Assistant Assistant Tax Collector Assistant Town Accountant Assistant Town Clerk Circulation Desk Supervisor Hazardous Materials Assistant Light Equipment Operator Recreation Program Supervisor
C	Conservation Agent Counselor Executive Assistant Heavy Equipment Operator Librarian Senior Center Outreach Coordinator Water & Sewer System Maintenance Worker
D	Assistant Town Engineer Assistant Treasurer/Collector Cable Access Director Cemetery Superintendent Dog Officer Highway/Parks Supervisor Inspectors Mechanic Veterans' Agent Water & Sewer Supervisor

- E** Assessor
Assistant Director, Library
Assistant Director, Family & Youth Services
- F** Assistant Director MIS/GIS
Director, Recreation
Director, Family & Youth Services
Director, Senior Center
Health Agent
Highway/Parks Superintendent
Town Clerk
Water & Sewer Superintendent
- G** Assistant Town Administrator
Director, Library
Director MIS/GIS
Facilities Manager
Inspector of Buildings/Zoning Enforcement Officer
Police Lieutenant
Principal Assessor
Town Accountant
Town Planner
Treasurer/Collector
- H** Assistant Director, DPW
Town Engineer
- I** Finance Director
- J** Director of Public Works
Fire Chief
Police Chief

General Compensation effective July 1, 2015 (2% increase)

GRADE	<i>HOURLY</i>	
	MINIMUM	MAXIMUM
A	\$18.68	\$24.28
B	\$20.68	\$26.88
C	\$22.89	\$29.76
D	\$25.35	\$32.95
E	\$28.06	\$36.48
F	\$31.06	\$40.38
G	\$34.39	\$44.70
H	\$38.07	\$49.49
I	\$40.73	\$52.95
J	\$43.59	\$56.66

GRADE	<i>ANNUAL</i>	
	MINIMUM	MAXIMUM
A	\$38,855.81	\$50,512.54
B	\$43,015.50	\$55,920.14
C	\$47,620.52	\$61,906.64
D	\$52,718.52	\$68,534.07
E	\$58,362.27	\$75,870.96
F	\$64,610.22	\$83,993.27
G	\$71,527.04	\$92,985.15
H	\$79,184.33	\$102,939.65
I	\$84,727.26	\$110,145.41
J	\$90,658.15	\$117,855.59

Schedule D

Miscellaneous Compensation

Merit-Based¹ - Eligible for General Salary/Wage Adjustment

Cable Access TV Studio Assistant	Minimum: \$13.20	Maximum: \$19.29 per hour
Substitute Librarian	Minimum: \$22.89	Maximum: \$29.75 per hour
Substitute Library Assistant	Minimum: \$18.68	Maximum: \$24.30 per hour
Call Inspector	Minimum: \$25.36	Maximum: \$32.94 per hour
Call Firefighter Trainee	Minimum: \$ 17.23	Maximum: \$ 22.40 per hour
Call Firefighter	Minimum: \$ 19.09	Maximum: \$ 24.81 per hour
Call Firefighter/EMT or Paramedic	Minimum: \$ 21.13	Maximum: \$ 27.48 per hour

Not Merit-Based – Pay rates/ranges adjusted as market conditions warrant

Assistant Dog Officer	Per call: \$4/phone call, \$20/call-out; \$30/kennel call	
Part-time Dispatcher	Rates per Union Contract	
Library Page	Minimum: \$8.00	Maximum: \$ 9.00 per hour
Seasonal Staff A	Minimum: \$ 8.00	Maximum: \$ 11.00 per hour
Seasonal Staff B	Minimum: \$ 9.00	Maximum: \$ 13.00 per hour
Seasonal Staff C	Minimum: \$13.00	Maximum: \$ 16.00 per hour
Senior Center Van Driver	Minimum: \$13.50	Maximum: \$16.50 per hour

Stipends:

Inspector of Animals	\$5,000 - \$6,000 per year
Emergency Preparedness Director	\$5,000 - \$6,000 per year
Sealer of Weights/Inspector of Measures	\$3,000 - \$4,000 per year
Assistant to the Emergency Preparedness Director	\$500 per year
Emergency Shelter Coordinator	\$500 per year

¹ Assuming satisfactory performance and minimum level of pay achieved.



Meeting Notes



Meeting Notes