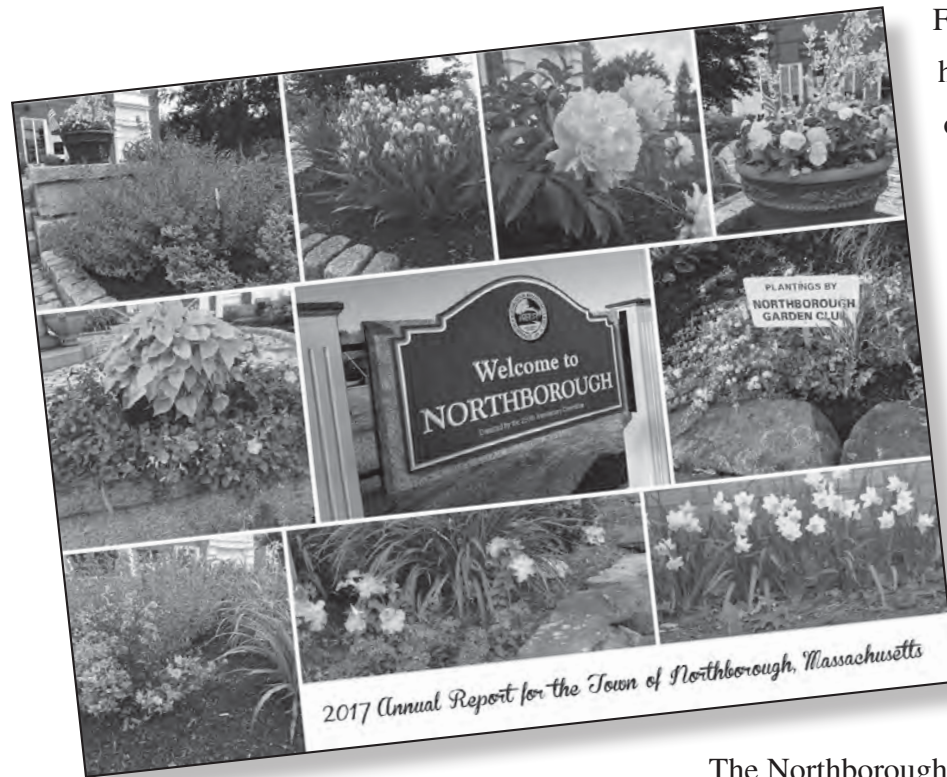




2017 Annual Report for the Town of Northborough, Massachusetts



Flowers are always a welcome sight in New England especially in the Spring, and the community of Northborough is no exception thanks in part to the Northborough Garden Club.



Founded in 1925, the Northborough Garden Club has been active in the community for 92 years. With over 40 members, the Garden Club continuously promotes, encourages and fosters an active interest in gardening, horticulture, beautification of the home and community, local civic projects and conservation. The Garden Club participates in a variety of community beautification projects; holds an annual plant sale the first weekend in June, and participates in "Art in Bloom" as part of the annual Applefest Weekend celebration. The Garden Club gives an annual scholarship to Northborough High School students and also provides grants to the schools for horticulture related projects.

The Northborough Garden Club meets monthly at the Northborough Public Library except during the months of January, July, and August.

If you are interested in becoming a member, please visit www.northboroughgardenclub.com



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Community Profile

Incorporated

- 1766

Land Area

- 18.72 Sq. Miles

Public Roads

- 92.76 Miles

County

- Worcester

Population

- 14,754

Form of Government

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

FY2018 Tax Rate per Thousand

- \$17.39

FY2018 Average Single Family Home Value

- \$422,078

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

www.town.northborough.ma.us

Town Offices

63 Main Street

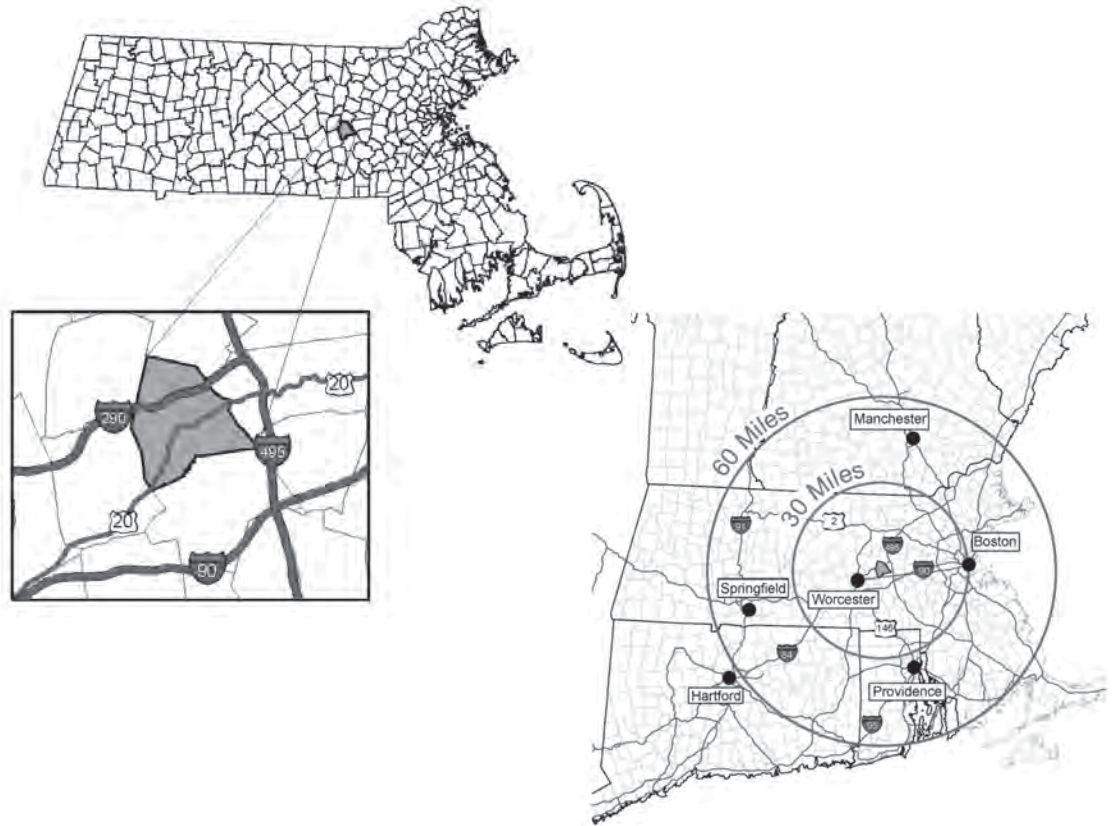
Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

townadmin@town.northborough.ma.us

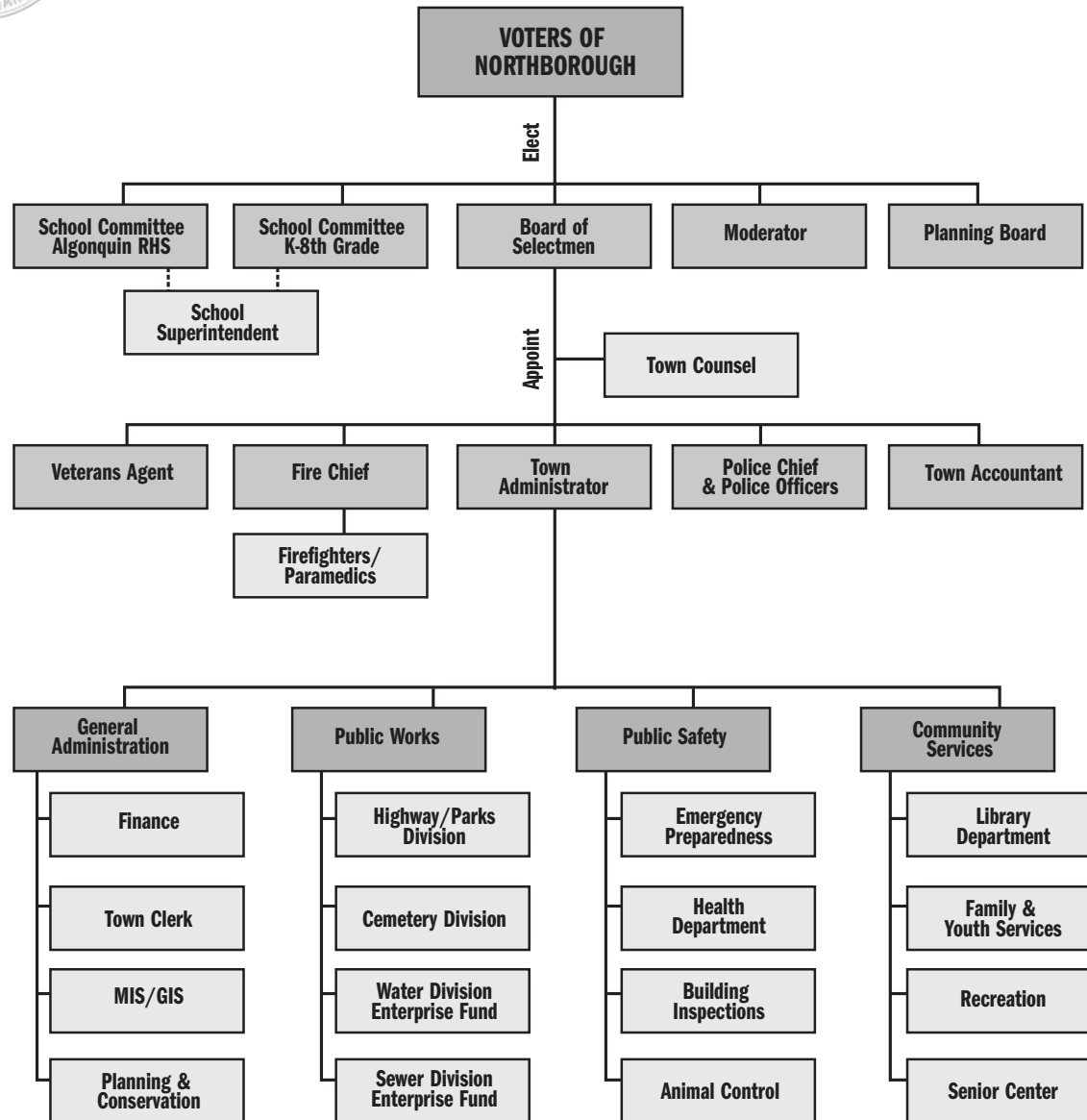
In The Center Of It All: Northborough, Massachusetts



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



Town Organization

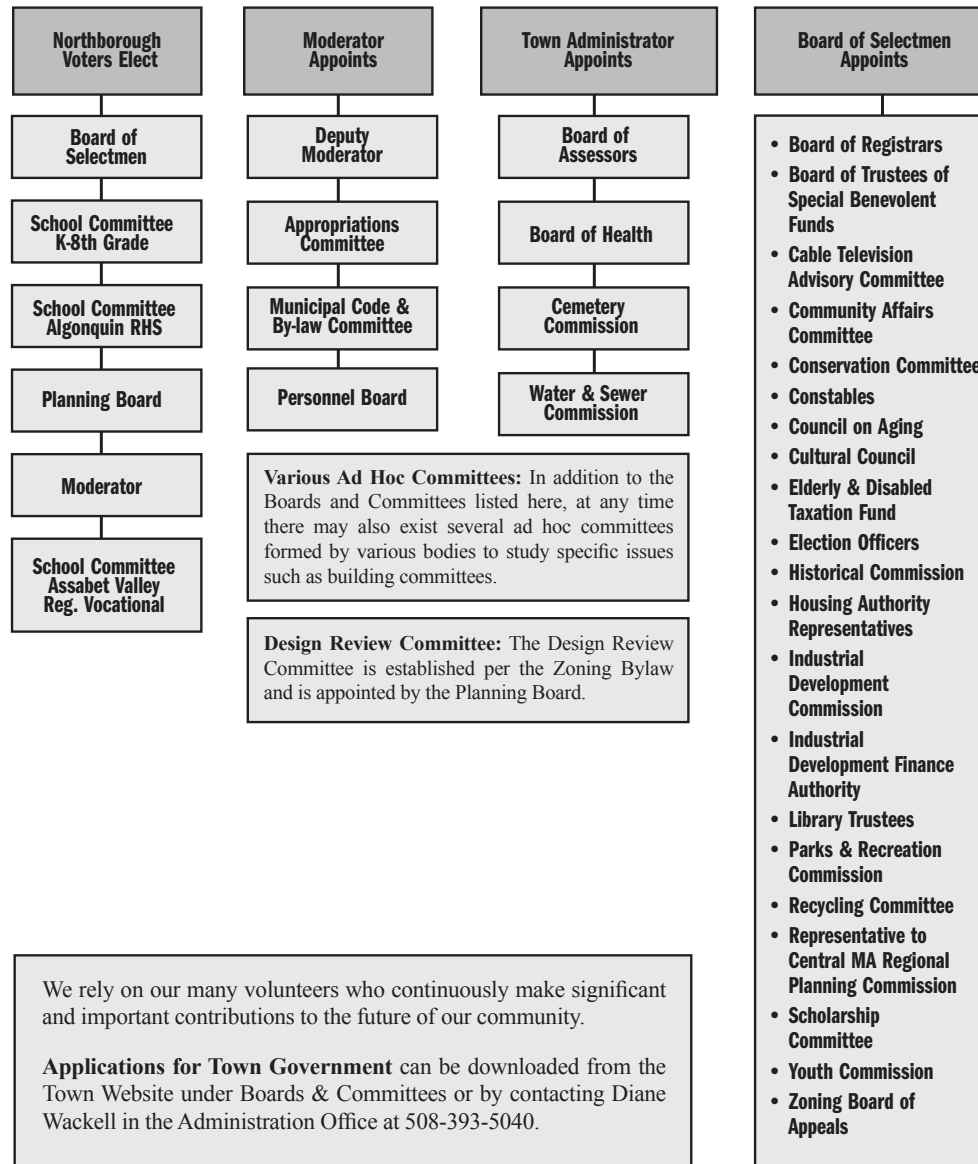


Personnel Appointing Authority

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

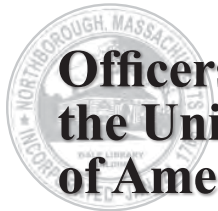


Boards, Committees, Commissions Organization



Boards & Committees with Multiple Appointing Authorities

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



Officers of the United States of America

President

Donald J. Trump

Vice President

Michael R. Pence

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

Harriette L. Chandler

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

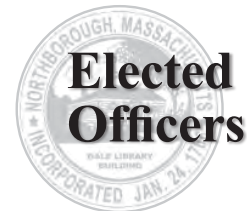
Harold P. Naughton

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

Danielle W. Gregoire

District Attorney

Joseph D. Early, Jr.



Elected Officers

Moderator

Frederick A. George

Deputy Moderator

Gerald Hickman

Board of Selectmen

Jason Perreault, *Chair*

Jeff Amberson

William Pantazis

Dawn Rand

Leslie Rutan

Planning Board

Theresa Capobianco, *Chair*

Michelle Gillespie

Leslie Harrison

George Pember

Amy Poretsky

Assabet Valley Regional Vocational District School Committee

Virginia Simms George

Northborough School Committee

Patricia Kress

Joan Frank

John Kane, III

Susan Lawrence

Keith Lebel

Northborough/Southborough Regional School Committee

S-Kathleen Harragan Polutchko

N-Helynn Winter

N-Joan Frank

N-John Kane, III

S-Paul Butka

S-Jonetta Choi

S-Paul Desmond

S-Cathy Kea

S-Daniel Kolenda

**Patricia Kress*

**Barbara O'Mara*

**David Rueger*

**Ganaraja Thejaswi*



Boards, Committees & Commissions

Council on Aging

Adrienne Cost, *Chair*

Jarl Anderson

Council on Aging, cont.

Edward Bombard

Linda Cragin

Timothy Kaelin

Phylis Muthee

Anthony Pini

Alice Stapelfeld

Appropriations Committee

Elaine Kelly, *Chair*

George Brenckle

Robert D'Amico

Janice Hight

Richard Nieber

Anthony Poteete

Board of Assessors

Daniel Brogie, *Principal*

James Dillon

Arthur Holmes

Cable Television Advisory Committee

Richard Sweet, *Chair*

**Gregory DePaoli*

Cemetery Commission

Gail Forsberg

William Graham

**Maureen Sargent*

Community Affairs Committee

Lisa Hodge, *Chair*

Deborah Ballard

Elizabeth Bedard

Suzanne Cieslica

Sandra Coombs

Rebecca Foley

JoAnne Gorham

Kara McCormick

Amy Rogers

Karen Marie Tucker

**Resigned / Retired / Term Expired / Other*



Boards, Committees, Commissions

Community Preservation Committee

John Campbell, *Chair* (Open Space)
Andrew Clark
Peter Martin
Kathleen Polanowicz
Normand Corbin (HDC)
Sean Durkin (Parks & Rec)
Leslie Harrison (Planning Board)
Todd Helwig (Conservation)
Rita Osborne (Housing Authority)

Conservation Commission

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

Constables

Ralph Bibeau
Ronald Bowness
Raymond Reynolds

Cultural Council

Selvi Oyola, *Chair*
Scott Nolan
Bich-Ngan Nguyen
Seira Shalton
Leslie Shore
Steven Smith
Peter Worrest
**Christine Kowal*

Design Review Committee

Michelle Gillespie, *Chair*
Anthony Abu
Diana Nicklaus
Tom Reardon
David Veron

Earthwork Board

Janet Sandstrom, *Chair*
Thomas Beals
Frederic Philcox
Anthony Pini
Anthony Ziton

Elderly & Disabled Taxation Fund Committee

Jennifer Critchlow
Arlene Parker
Muriel Swenor

Financial Planning Committee

David DeVries, *Chair*
Heidi Bourque Gleason
Michael Hodge
Roger Leland
Richard Smith
Thomas Spataro

Groundwater Advisory Committee

Bryant Firmin
Diane Guldner
Tina Hill
William Pantazis
George Pember

Board of Health

Glenn French, *Chair*
Tina Hill
Dilip Jain
Swati Sane

Historic District Commission

Bruce Chute, *Chair*
Normand Corbin
Leslie Harrison
Alexandra Molnar
Stephanie Stockman
Amy Jo White
Zenya Molnar
Ben Davies – Alternate
Robert Ellis – Alternate
Brian Smith – Alternate

Housing Authority

Rita Osborne, *Chair*
Raymond Reynolds
Brad Newman
Jean Perry

Housing Partnership

Michael Durkin
Nicole Carey
Jane Fletcher (Council on Aging)
Jeff Amberson (Selectmen)

Industrial Development Commission

Mark Donahue, *Chair*
Budhinath Padhy

Industrial Development Finance Authority

George Pember, *Chair*
Francis McKenna
**William McGourty*

Library Trustees

Michelle Rehill, *Chair*
Robert Babcock, III
Mitch Cohen
William Frankian
Lara Helwig
James Hogan
Jocelyn McElhiney
Ralph Parente
Jack Sharp
**Leslie Homzie*

Municipal Code & Bylaw Committee

Lorraine Leland, *Chair*
Peter Brockmann
Andrea Leland

Open Space Committee

John Campbell, *Chair*
Dan Clark
Ashley Davies
Leslie Harrison
Paul Tagliaferri
Jeff Amberson (Selectmen)
Amy Poretsky (Planning Board)
Sean McCann (Parks & Rec)
Greg Young (Conservation)

Parks & Recreation Commission

Sean McCann, *Chair*
Mark Awdycki
Sean Durkin
David Putnam
Faith Stevens

Personnel Board

Virginia Simms George, *Chair*
Charles Frankian
Susan LaDue
Lisa Studholme

Recycling Commission

Justin Fisher
Ingrid Molnar
June Stokoe
Brian Swanson
Jane Walsh

Board of Registrars

Andrew Dowd, *Ex-Officio*
Richard Hagen
Michael Long
Claire Swan

**Resigned / Retired / Term Expired / Other*



Boards, Committees, Commissions

Scholarship Committee

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

Trails Committee

Robert Mihalek, Chair
Brian Belfer
George Curtis
Sherral Devine
James Klinkenberg
Forest Lyford
James Stein
Marielle Stone
**Nancy Kellner*

Trust Funds Committee

Lorraine Leland, Chair
Peter Brockmann
Andrea Leland

Water & Sewer Commission

John Meader, Chair
Bryant Firmin
David Pepe

Youth Commission

Sandra Scott, Chair
Gretchen Bean
Joan Clementi
Rebecca Haberman
Lori Mott
Gila Schneider Nachum

Zoning Board of Appeals

Fran Bakstran, Chair
Brad Blanchette
Jeffrey Leland
Richard Rand
Mark Rutan
Paul Tagliaferri – Alternate

**Resigned / Retired / Term Expired / Other*



Meeting Schedule

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

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



Appointed Officers

Town Administrator

John W. Coderre

Assistant Town Administrator

Kimberly Foster

Executive Assistants

Lynda LePoer

Diane Wackell

Finance Director

June Hubbard-Ward

Asst. Treasurer/Collector

Kristi Dagle

Asst. Tax Collector

Elaine Dell'Olio

Financial Assistant

Marijane Pescaro

Town Accountant

Jason Little

Assistant Town Accountant

Peter Crepeault

Principal Assessor

Daniel Brogie

Assessors

James Dillon

Arthur Holmes

Assessor's Assistants

Julie Brownlee

Susan Reagan

Town Clerk

Andrew Dowd

Assistant Town Clerk

Karen Wilber

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

Melanie Rich

ZBA Board Secretary

Elaine Rowe

Town Hall/Police Custodian

Hosannah Pires



Public Safety

Police Chief

William E. Lyver, Jr.

Police Lieutenant

Joseph Galvin

Police Sergeants

Demosthenes Agiomavritis

Justin Faucher

William Griffin

James Scesny

Jeremy Trefry

Detective Sergeant

Brian Griffin

Patrol Officers

Kostas Agiomavritis

Michael Bisset

Christopher Buzzell

Kyle Crewe

Kevin Fruwirth

Patrick Harper

Scott Maffioli

Phillip Martin

Thomas McDonald

Sean Montville

Daniel Murphy

Jeffrey Noel

Stephen Sullivan

Brendan Woeller

**Michael Prizio*

Administrative Assistant

Karen Mueller

Supervisor of Communications & Records

Chris Carleton

Dispatchers

Christopher Cherry

Katie Mick

Amanda Stone

**Nicole Benoit*

**Dennis Carlson*

Fire Chief

David Parenti

Fire Captains

Daniel Brillhart

Jamie Desautels

Frederick Hurst

Robert Theve

**James Houston*

Firefighters/EMTs

Steven Brosque

Patrick Doucimo

Peter Galas

Michael Gaudette

Nicholas Johnson

Dylan Kessler

Jeffrey Legendre

Patrick McManus

Jeremy Peters

Douglas Pulsifer

Scott Reynolds

Joel Rosenkrantz

Ryan Snee

Christopher Tetreault

Todd Yellick

**Jamie Desautels*

**Thomas Monagle*

Call Firefighters/EMTs

Donald Charest

Zachary Charest

DJ Gaudette

Brian Hatch

Ioanis Pintzopoulos

Aleksandra Pond

Brett Rand

Michael Serapiglia

Administrative Assistant

Lorraine Cain

Chaplain

Richard Martino

Haz Mat Assistant

Michael Borowiec

Inspector of Buildings

Robert Frederico

**Joseph Atchue*

Local Building Inspector

Christopher Lund

**Resigned / Retired / Term Expired / Other*



Public Service

Cable Access Director

Kathleen Dalglish

Studio Assistants

Terry Crean

Dana Volke

MIS/GIS Director

David Kane

Assistant MIS/GIS Director

John Sabatini

DPW Director

Scott Charpentier

Administrative Assistants

Laurie Becker

Sarah Jean

Robert Luke

**Lynda LePoer*

**Beth Webster*

Highway/Parks Superintendent

David Robillard

Highway/Parks Supervisor

Donald LeBlanc

**Gregg Senecal*

Heavy Equipment Operators

Christopher Carlin

Edward Faford

Richard Frederick

David Lane

Richard Lane

Lucas Szufat

**Donald LeBlanc*



Public Service

Light Equipment Operator

Robert Currier

Mechanic

Michael Roberts

Water/Sewer Supervisor

Timothy Davison

Water/Sewer Maintenance Workers

Taylor Cheverier

Steven Jobs

Jeremy Weeks



Health & Human Services

Health Agent

Stephanie Bacon

Administrative Assistants

Katie Holt

Louise Leo

**Sarah Jean*

Senior Center Director

Kelly Burke

Program Coordinators

Victoria Killeen

Terry Leo



Health & Human Services

Outreach Coordinator

Jocelyn Ehrhardt

Office Assistant

Nancy Dragon

Van Drivers

William Daley

Joseph Duca

Dennis Parker

Bob Williams

**David Farrar*

Family & Youth Services Director

June David-Fors

FYS Counselor

Ayako Reich

Office Assistant

Kathy Brumby

Veterans' Services Director

Justin Sousa

**Adam Costello*



Culture & Recreation

Library Director

Christopher Lindquist

Librarians

Deborah Hersh



Culture & Recreation

Librarians

Katrina Ireland

Donna Kafel

Bonny Krantz

Circulation Desk Supervisor

Kristen Bartolomeo

Library Assistants

Juliane Bozicas

Rachel Hutchins

Geneinde Jones

Michael Long

Spencer Stevens

**Melissa Chase*

**Danielle Yanco*

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

Jason Perreault, Chair

Meeting Information

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

Subscribe to Town News

All residents are urged to subscribe to Town News through the Town website. This opt-in email distribution list delivers information on Town activities including: storm-related information, public health and public works alerts, recycling information, election information and other special Town-related events. These notices are a helpful tool in getting the word out quickly and efficiently and in advance to the public. Residents can also subscribe to receive agendas and minutes of the meetings for the Zoning Board of Appeals, Board of Selectmen and Planning Board.

Currently there are almost 900 residents who take advantage of the Town News Subscription service. We would like to see every resident subscribe to receive these emails as this is a timely and cost-effective communication tool. Residents can subscribe at: www.town.northborough.ma.us/subscriber

Northborough taxpayers continue to receive an outstanding value for their tax dollars, especially as finances continue to present a challenge with respect to the needs of our community and our ability to continue to provide Town services within the confines of Proposition 2½. Thanks to Town Administrator John Coderre and his creative and conservative approach in developing the FY2018 Budget. A budget that maintained level services and that was within the confines of Proposition 2½ was presented and adopted at the 2017 Annual Town Meeting.

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

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

In 2017, the Board of Selectmen created a Fire Station Feasibility Study Committee in order to review a possible renovation/addition or relocation of the Fire Station; continued to support the renovation and construction of affordable housing by the Northborough Affordable Housing Corporation and Habitat for Humanity for two buildings at 33 and 37-39 Main Street; increased the eligibility requirements, the abatement amount and the hourly wage for the Senior Tax Work-Off Program; provided Board testimony on behalf of concerned residents in support of Senate Bill 407 regarding Agricultural Composting, which seeks to shift oversight of all Department of Agricultural Resources registered compost operations to the Department of Environmental Protection (DEP) to ensure compliance with DEP Standards; created a White Cliffs Reuse Committee to explore the long-term



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

viability of the now Town-owned property; and unanimously agreed to "opt-out" of all recreational and medical marijuana related activities and to present an Article at the April 2018 Annual Town Meeting prohibiting all types of non-medical marijuana establishments, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers, including the sale of marijuana accessories or any other types of licensed marijuana-related businesses.

Volunteers Help Shape our Community

We strongly encourage your participation in your local government, including your attending any of the various board meetings within the community, visiting the Town Offices or volunteering one's services by becoming a member on a Board, Committee or Commission. If you are interested in volunteering your services, please contact Diane Wackell at 508-393-5040 or visit our website at www.town.northborough.ma.us for more information. Our sincere appreciation goes out to all the volunteers who make our community a great place in which to live, work and raise a family.

JULY 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
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Town Administrator

John W. Coderre, *Town Administrator*

It is with great pleasure and pride that I write this report for the 2017 calendar year. As we reflect upon not only the past year, but also the past several years, Northborough continues to thrive and be recognized for its financial achievements and management, as well as its communication and teamwork.

Each December the Town's updated Financial Trend Monitoring System (FTMS) Report is presented at a Joint Meeting between the Board of Selectmen, Appropriations Committee and Financial Planning Committee. The purpose of the FTMS is to analyze key financial indicators in order to assess the financial direction of the Town. The report is designed to bring issues and opportunities to the attention of decision-makers through a systematic method of trend analysis. The ultimate goal of the FTMS is to help local officials better assess and protect the Town of Northborough's overall financial condition.

Northborough continues to be in relatively good financial condition. The Town's financial reserves are healthy at approximately 8.5%. Its debt level is manageable with a favorable bond rating of Aa1. The pay-as-you-go capital investments continue to result in lower debt levels. With each passing budget cycle Northborough's financial condition grows stronger because the regular investment in our capital assets is something that will minimize future maintenance and replacement costs. In addition, as the Town stops adding debt for smaller projects, capacity is created in the operating budget as existing debt gets paid off.

The Town was awarded its eighth consecutive national Distinguished Budget Award from the Government Finance Officers Association (GFOA) for the fiscal year that began July 2017. The award reflects the commitment of the Board

of Selectmen and staff to meet the highest principles of governmental budgeting. In order to receive the budget award, the Town had to satisfy nationally-recognized guidelines for effective budget presentation.

Beyond high quality information and documents, the Town prides itself on its excellent communication and relations among the various municipal agencies, including the School Department and the Financial Boards and Committees. The FY2018 budget adopted at the April 2017 Annual Town Meeting was unanimously recommended by the Board of Selectmen, Appropriations Committee, Financial Planning Committee and the K-8 School Committee. The consensus was based upon months of collaborative work and good communication, which allowed Town Meeting members to vote with confidence, knowing that all the primary stakeholders participated in an open and transparent process.

In late 2017, the Fire Station Building Committee began reviewing possible renovation/addition or relocation options for the Fire Station. Unused bond proceeds of approximately \$1.3M from the Lincoln Street School Renovation/Addition project, one of the largest capital projects to date, will be repurposed and used towards the Fire Station project. The White Cliffs Reuse Committee also began their work determining the best long-term viability of the now Town-owned historic property.

I am pleased to announce that the Town was awarded a \$40,000 grant to develop a comprehensive Information Technology/Geographic Information System (IT/GIS) Strategic Plan through the State Community Compact Initiative, which is a priority from the Governor's Office that is designed to encourage municipalities to take on best



*Presentation of Commonwealth Community Compact Grant
From left to right, Town Administrator John Coderre,
Selectmen Leslie Rutan, Jason Perreault,
Lt. Governor Karyn Polito, Selectmen Dawn Rand,
Jeff Amberson and William Pantazis*

practices within core areas such as finance, housing, economic development, etc. The Town will undertake a comprehensive study of our IT function in an effort to develop a Strategic Plan that effectively meets the expectations of the various departments and public.

Lastly, I want to take this opportunity to thank the Board of Selectmen, Appropriations Committee, Financial Planning Committee, the School Superintendent and the School Committee for their support and cooperation in bringing consecutive capital and operating budgets to Town Meeting with unanimous support. Northborough's leaders have consistently sought to solve today's challenges in a measured approach that does not sacrifice the financial integrity of future generations.

AUGUST 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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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 FY2017 with an unassigned fund balance in the General Fund of \$4.15 million. Our total reserves remained steady with certified Free Cash at \$2.88 million and our Stabilization Fund balance at \$4.36 million. In total, these reserves represent over 10.0% of our total budget. Our Independent Auditor completed the FY2017 audit in accordance with generally accepted auditing standards and determined that there were no material weaknesses.

Treasurer/Collector Division

The United States economy has continued to grow, with the stock market reaching record highs at the close of 2017. There has been growth in the Gross National Product, record low unemployment and an increase in both wages and retail sales.

At the local level, excellent tax revenue and local receipts combined with conservative budgeting resulted in the return of appropriated funds which provided a very positive fund balance at year end. The Federal Reserve continues to gradually raise interest rates, in small increments of 25 basis points and are expected to implement similar increases in the future.

NORTHBOROUGH RECEIVES DISTINGUISHED BUDGET AWARD FOR EIGHTH CONSECUTIVE YEAR



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, 2017 to June 30, 2018.

SEPTEMBER 2018

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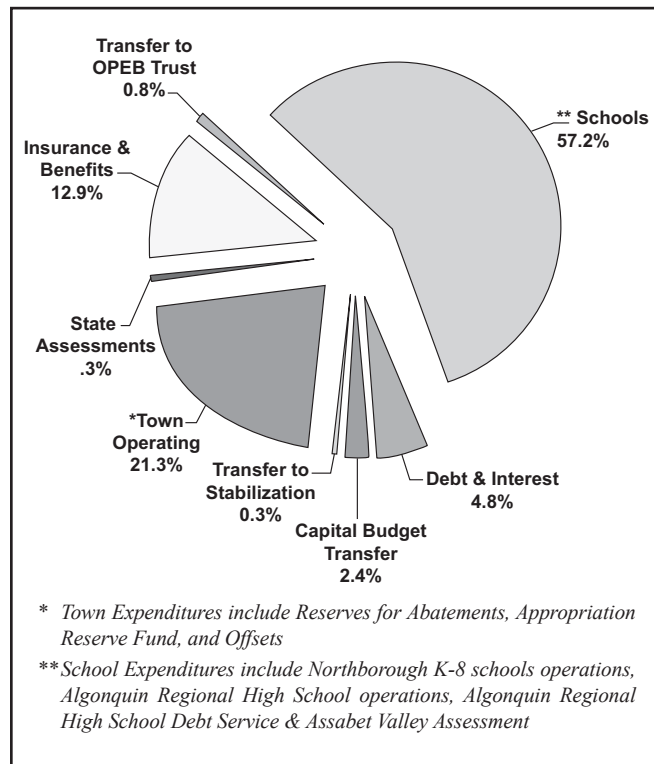


Finance Department

Budget in Brief

The FY2018 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 2½. 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 2018 Expenditures



FY2018 Budget

EXPENDITURES

	FY2017 Budget	FY2018 Proposed	Variance	% Change
General Government (Town)	\$20,137,277	\$20,902,493	\$765,216	3.80%
Schools				
Northborough K-8	\$22,719,843	\$23,445,017	\$725,174	3.19%
Algonquin Reg. HS 9-12	\$10,071,650	\$10,414,869	\$343,219	3.41%
Algonquin Debt Exclusion	\$661,206	\$660,574	-\$632	-0.10%
Assabet Valley	\$688,313	\$741,661	\$53,348	7.75%
Assabet Valley Debt	\$192,135	\$151,232	-\$40,903	-21.29%
Warrant Articles				
Reserve Fund	\$175,000	\$175,000	\$0	0.00%
Free Cash Capital Projects	\$1,833,460	\$1,497,000	-\$336,460	-18.35%
Transfer to Stabilization	\$200,000	\$200,000	\$0	0.00%
Transfer to OPEB Trust	\$500,000	\$500,000	\$0	0.00%
Zeh School Debt	\$424,416	\$389,854	-\$34,562	-8.14%
Colburn St. Debt Service	\$69,245	\$66,990	-\$2,255	-3.26%
Library Debt Service	\$392,025	\$383,985	-\$8,040	-2.05%
Senior Center Debt Service	\$433,795	\$422,195	-\$11,600	-2.67%
Lincoln Street Debt	\$1,144,882	\$1,124,675	-\$20,207	-1.76%
Other Funds	\$1,008,581	\$880,367	-\$128,214	-12.71%
Adjustments	-\$374,563	\$0	\$374,563	-100.00%
Subtotal General Fund	\$60,277,265	\$61,955,912	\$1,678,647	2.78%
Water Enterprise Funds	\$2,251,473	\$2,436,381	\$184,908	8.21%
Sewer Enterprise Fund	\$1,718,422	\$2,051,028	\$332,606	19.36%
Solid Waste Enterprise Fund	\$768,350	\$792,830	\$24,480	3.19%
Subtotal Enterprise Funds	\$4,738,245	\$5,280,239	\$541,994	11.44%
TOTAL ALL FUNDS	\$65,015,510	\$67,236,151	\$2,220,641	3.42%



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, 2017 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.

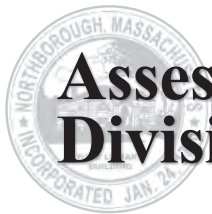
The Town's general ledger is maintained following the Uniform Municipal Account System (UMAS) prescribed by the Massachusetts Department of Revenue. The Town's financial statements are prepared using Generally Accepted Accounting Principles (GAAP) in accordance with standards developed by the Governmental Accounting Standards Board (GASB). The 2017 statements reflect GASB Statement #45, #68, and #74 which require actuarial valuations be performed to determine the Town's long term Other Post Employment Benefit (OPEB) and Pension obligations. The liabilities and disclosures are included in the 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 on the Town Accountant's webpage.



TOWN OF NORTHBOROUGH, MASSACHUSETTS Statement of Net Position – Ended June 30, 2017

	Governmental Activities	Business-Type Activities	Total
Assets			
Current assets:			
Cash and cash equivalents	\$ 17,145,145	5,974,526	23,119,671
Investments	8,698,837	-	8,698,837
Receivables (net of allowance for uncollectibles)	1,455,246	1,131,106	2,586,352
Due from other governments	216,875	1,796	218,671
Other assets	32,536	-	32,536
Total current assets	27,548,639	7,107,428	34,656,067
Non-current assets:			
Special assessments	-	622,221	622,221
Due from other governments	2,066,810	24,120	2,090,930
Capital assets:			
Assets not being depreciated	32,134,615	4,327,148	36,461,763
Assets being depreciated, net	40,773,035	14,597,354	55,370,389
Total non-current assets	74,974,460	19,570,843	94,545,303
Total assets	102,523,099	26,678,271	129,201,370
Deferred Outflows of Resources			
Deferred amounts related to pensions	4,435,709	160,880	4,596,589
Liabilities			
Current liabilities:			
Warrants and accounts payable	1,858,529	195,853	2,054,382
Accrued payroll and withholdings	2,497,695	8,181	2,505,876
Other accrued liabilities	87,849	-	87,849
Accrued interest payable	205,681	38,923	244,604
Due to other governments	-	2,136,186	2,136,186
Notes payable	1,106,000	1,770,000	2,876,000
Compensated absences	175,553	12,740	188,293
Bonds payable	2,069,382	650,607	2,719,989
Total current liabilities	8,000,689	4,812,490	12,813,179
Noncurrent liabilities:			
Compensated absences	116,070	6,000	122,070
Other post employment benefits	21,261,249	422,411	21,683,660
Net pension liability	26,855,456	974,032	27,829,488
Bonds payable	20,693,033	4,504,503	25,197,536
Total noncurrent liabilities	68,925,808	5,906,946	74,832,754
Total liabilities	76,926,497	10,719,436	87,645,933
Deferred Inflows of Resources			
Deferred amounts related to pensions	642,501	23,303	665,804
Net Position			
Net investment in capital assets	49,751,339	11,999,392	61,750,731
Restricted for:			
Permanent funds - nonexpendable	866,781	-	866,781
Permanent funds - expendable	213,824	-	213,824
Capital projects	2,186,875	945,320	3,132,195
Grants and other	7,106,464	-	7,106,464
Unrestricted	(30,735,473)	3,151,700	(27,583,773)
Total net position	\$ 29,389,810	16,096,412	45,486,222



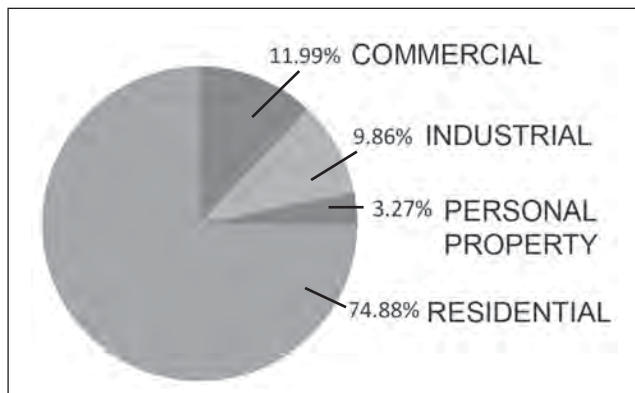
Assessing Division

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 6,307 taxable real and personal property accounts, of which 4,044 are single family residences. Various new development projects have provided \$33.5 million of new growth valuation and our total assessed valuation for FY 2018 has increased to \$2.79 billion. Our tax base is diverse, with the ten largest taxpayers accounting for 14.3% of the total assessed valuation. Property tax collections remain strong with a 5 year average of 99.9% collected in the year of the tax levy

FY2018 Valuation by Classification



Valuation by Classification

VALUATION	FY2014	FY2015	FY2016	FY2017	FY2018
RESIDENTIAL	1,836,849,924	1,901,181,910	1,965,827,789	2,013,539,345	2,091,939,208
OPEN SPACE	0	0	0	0	0
COMMERCIAL	297,500,177	301,314,148	306,879,461	322,825,207	335,105,282
INDUSTRIAL	268,980,228	274,257,128	265,393,165	268,128,185	275,437,940
PERSONAL PROPERTY	88,168,090	92,112,560	86,762,690	90,963,940	91,397,760
TOTAL VALUATION	2,491,498,419	2,568,865,746	2,624,863,105	2,695,456,677	2,793,880,190
 TAX RATE (per thousand)	 \$16.59	 \$16.73	 \$17.17	 \$17.39	 \$17.39
 AVERAGE HOME VALUE	 375,222	 387,617	 398,960	 408,144	 422,078
 AVERAGE TAX BILL	 \$6,225	 \$6,485	 \$6,850	 \$7,098	 \$7,340

Top Ten Taxpayers in Fiscal Year 2018

		TOTAL VALUATION	TOTAL TAXES ASSESSED	% of TOTAL
1	EQUITY ONE JV SUB NORTHBOROUGH	111,416,600	1,937,535	3.99%
2	AVB NORTHBOROUGH, INC.	66,676,510	1,159,505	2.39%
3	IRON MOUNTAIN INFO MGT. INC.	44,658,070	776,604	1.60%
4	G&I IX FORBES	30,545,300	531,183	8.05%
5	MASSACHUSETTS ELECTRIC CORP	29,515,560	513,276	1.06%
6	MM INDUSTRIAL BEE MAN RD LLC	21,801,600	379,130	0.78%
7	REEP-IND. Lyman LLC	20,290,300	352,848	0.73%
8	NORTON CO	19,755,155	343,542	0.71%
9	GN11 FORBES RD. LLC	18,514,800	321,972	0.66%
10	WAL-MART REAL ESTATE	16,125,850	280,429	0.58%
TOTAL TOP TEN TAXPAYERS		379,299,745	6,596,024	13.58%

TOTAL FY 2018 VALUATION OF THE TOWN

2,793,880,190



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



Baxter

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

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

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

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

If you have any questions about licensing, please contact the Town Clerk's Office at 508-393-5001 or e-mail: townclerk@town.northborough.ma.us. To fax a certificate please dial 508-393-6996. You may contact the Dog Officer at: 978-897-5596.

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.

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 and provides documentation of your legal residence.

In 2017 the Town Clerk's office conducted the following election:

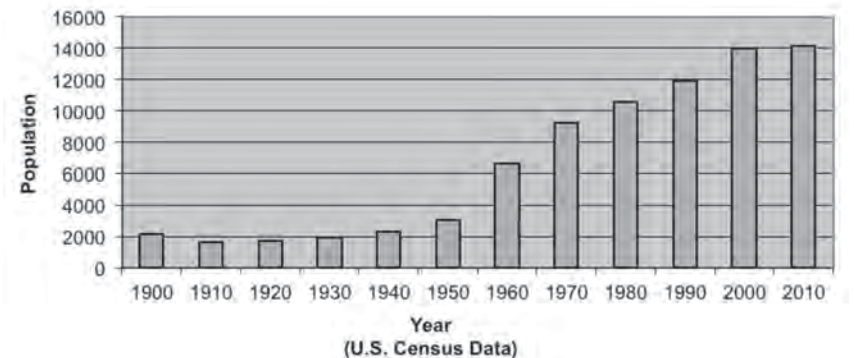
- May 9th – Annual Town Election

Register to Vote online: www.RegisterToVoteMA.com

REGISTERED VOTERS – as of 12/31/2017

PRECINCTS	1	2	3	4	TOTAL
American Independent	0	1	1	1	3
Conservative	1	0	4	0	5
Democrats	675	592	589	574	2430
Green Rainbow	1	3	2	3	9
Inter 3rd Party	1	1	0	2	4
Libertarian	7	9	4	7	27
MA Independent	2	1	1	0	4
Pizza Party	1	0	0	0	1
Republicans	374	388	365	398	1525
Unenrolled	1802	1685	1788	1811	7086
United Independent Party	5	12	9	5	31
Working Families	0	1	0	0	1
Totals	2869	2693	2763	2801	11126

GROWTH TRENDS



VITAL STATISTICS – for 2017

Births - 121 Deaths - 102 Marriages - 53*

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



Planning Department

Kathryn A. Joubert, Town Planner

Planning Board & Town Planner

The Planning Board and Town Planner are responsible for insuring the development of land in Northborough meets the criteria set forth in state and local land use regulations. The process involves the review of subdivisions, site plans, special permits, and scenic roads. The Planning Board places a high priority on balancing the growth of residential development while encouraging the expansion of the industrial and commercial tax base. The Board seeks to encourage industrial and commercial development in a manner which maintains the existing character of the town; preserves our residential neighborhoods; and protects our natural resources.

The Planning Board meets twice a month to review development applications, update zoning bylaws and subdivision rules & regulations, and discuss long-term planning goals. In 2017, plans reviewed and approved included four site plans for residential, commercial, and industrial development; one land clearing application; and six residential lot plans resulting in the creation or alteration of twenty 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 Zoning Board of Appeals serve to hear and decide applications for special permits, variances, site plans, appeals, and comprehensive permits.

Sixteen petitions were filed in 2017. Seven special permits, five sign variances, and two use variances were granted. Three use 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.

Committee members will continue to identify key parcels to protect, either by acquisition or conservation easement. Several town-owned parcels were brought to the 2017 Town Meeting to convert to Commission Conservation ownership for permanent protection status. The Committee will also continue to outreach and educate landowners about the benefits of conservation restrictions and other protection tools.

Housing Partnership

The Housing Partnership formulates and implements housing policy for the Town including the review of local bylaws to reduce the barriers for the creation of affordable housing; educate residents and promote awareness of the need for affordable housing; and identify and evaluate housing resources for the community.

Design Review Committee

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



Community Preservation Committee

The Community Preservation Committee oversees the process of implementing the Community Preservation Act (CPA) and make recommendations at each year's Town Meeting for the allocation of CPA revenue. At the 2017 Annual Town Meeting, \$663,300 was allocated to various projects pertaining to historic preservation, affordable housing, and open space. An historic preservation appropriation of \$2,400,000 from the 2016 Annual Town Meeting resulted in the purchase of the White Cliffs property at 167 Main Street.

Conservation Commission

The Conservation Commission serves to protect wetland resource areas within the Town of Northborough. Resource areas range from small streams and swamps to the Assabet River and Bartlett Pond. In 2017, the Conservation Commission issued twelve Orders of Conditions; eight Determinations of Applicability; two Abbreviated Notices of Resource Area Delineation; and twenty-two Certificates of Compliance. The applications reviewed by the Commission range from natural resource area evaluations and single family home projects to residential subdivisions and large scale industrial/commercial construction. 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.

OCTOBER 2018

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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 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 bid packages for various utility and construction projects.

Earthwork Board

The mission of the Earthwork Board is to prevent soil stripping and the generation of unsafe and unsightly conditions in Town. In 2017, the Earthwork Board met ten (10) times, held seventeen (17) public hearings and issued thirteen (13) 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 of the known aquifers of the town and makes 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 protect present and potential sources of water supply; and to conserve the natural resources of the town. In 2017 the Groundwater Advisory Committee met five (5) times and made recommendations regarding four (4) projects.

Mass DOT Projects

The Town Engineer generally acts as the liaison for the Town with the Massachusetts Department of Transportation (Mass DOT) regarding projects in both the planning and construction phases within the Town of Northborough. Currently Mass DOT has contracted Baltazar Construction for some improvements to the ramp from Route 20 west onto Route 9 west. The Engineering Department was also involved in the review of the design of the signals at the intersection of Shops Way, Hitching Post Lane and Route 20 which was approved by Mass DOT and is expected to be installed by the developer of Northborough Crossing II project in the spring of 2018.

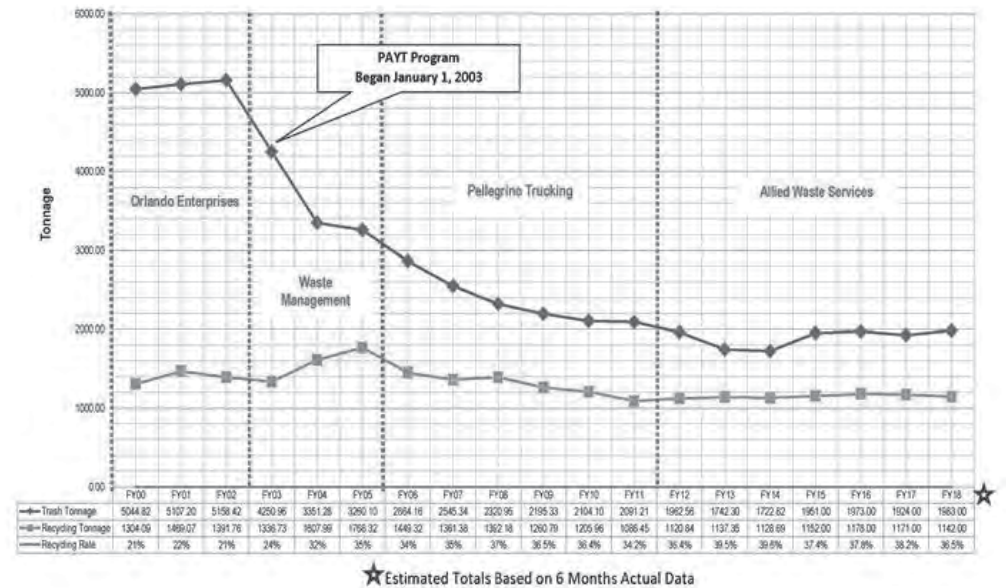
Collection of Solid Waste and Recycling

The Town entered the second year of a three (3) year extension of the 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, 2016.

The annual swap event – TAKE IT OR LEAVE IT DAY – was again held at the DPW Garage at 190 Main 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 was able to organize a

Trash & Recycling Comparison Chart FY00 - FY18

Cardboard Recycling Began July 1, 1997



Styrofoam recycling day held in conjunction with the swap event. 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 and scrap metal items which are not accepted at the curb. Styrofoam recycling was also collected by the Northborough Junior Women's Club during the annual Household Hazardous Waste collection day.

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 small amounts of mercury, can be brought to Rocky's Ace hardware at 261 West Main Street.

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

NOVEMBER 2018

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William Lyver, Chief of Police

I am pleased to provide you with the 2017 Annual Report of the Northborough Police Department. Over the course of 2017 we have worked towards our commitment to renewing our accredited status. The department first received state accreditation on Jan. 24, 2003, when it was the eighth police department in the state to achieve that status. The department has been continuously involved in accreditation since that time and has been re-accredited on four subsequent occasions. We look forward to our fifth award in early 2018. A total of only seventy-five Massachusetts police departments are now accredited.

We pride ourselves on continuing a proud tradition of excellence, dedication, professionalism and service to our community. We pledge to continue remaining on the cutting edge of law enforcement progress.

2017 saw a continuation of the personnel changes discussed in the 2016 annual report. While hired in 2016, two replacement officers, Stephen Sullivan and Kevin Fruwirth, graduated from the police academy in 2017. We also saw the hiring of a new patrol officer on January 1, 2017. This position was recommended by the consulting firm, CPSM, which was hired by the town to evaluate public safety staffing in 2015.

Officers Stephen Sullivan and Kevin Fruwirth graduated in May 2017 from the Western Massachusetts Police Academy, 55th Recruit Officer Class. Both of these officers were standouts in their academy class. Both excelled academically and both were awarded leadership roles by the academy staff.

In June our newest officer, Officer Brendan Woeller, graduated from the 7th State Police Municipal Academy in New Braintree, MA. Officer Woeller began his six-months of academy training on January 9th. While at the academy Officer Woeller distinguished himself by graduating at the top of his class. He was recognized at the graduation

ceremony when presented with the academic achievement award by the Commandant of the Massachusetts State Police Academy.

As of December 31, 2016, the Northborough Police Department is staffed as shown below:

1	Chief of Police
1	Lieutenant
5	Sergeants
1	Detective Sergeant
12	Patrol Officers
2	Detectives
1	Administrative Assistant
1	Communications Supervisor
5	Public Safety Dispatchers
<hr/>	
29	Total Employees

Calls For Service

During 2017, Northborough Police provided 22,391 instances of police service. This number includes 10,578 self-initiated actions by our officers such as traffic stops, suspicious person/vehicle checks and other service related actions. In 2017, we responded with and assisted the Northborough Fire Department with 1051 medical emergencies/ambulance calls and 405 other fire department service calls.

Alphabetically, the larger or significant categories were:

Alarms (burglar, fire, panic, hold-up, etc.)	706
Ambulance calls	1051
Assist Fire Department	405
Bank/business checks	1,927
Breaking and Entering	20
Family Offenses/Domestic Violence	88
Homicide	0
House checks	702
Larceny	87
Motor vehicle accidents	293
Operating under the Influence arrests	66
Suspicious persons/vehicles	992
Traffic citations issued (All warnings, civil etc.)	4,099
Verbal traffic warning	2,913

The following programs and services continued during 2017:

- Drug Abuse Resistance Education (D.A.R.E.) presented to fifth grade students
- “RUOK” Program (which stands for “Are You Okay?”) At-risk members of our senior community receive a well-being telephone call every morning from the Police Department.
- Child Car Seat Installations: We strongly encourage parents (and grandparents!) to use this important and valuable free service.
- Community Policing week: We continued with our second annual open house and Coffee with a Cop day.
- We began our partnership with the Come 2B Dementia friendly initiative. We provided first responder dementia awareness training for the entire department.
- A.L.I.C.E drills. In partnership with the school superintendent’s office we provide training and guidance in school emergency response to intruders and other threats
- Provide similar safety planning and training with businesses and houses of worship

As I reported in 2016, the ongoing opioid crisis has not spared Northborough. 2017 saw a slight decrease in opioid overdoses, the number of deaths remained the same. All patrol vehicles are equipped with naloxone hydrochloride or “NARCAN” to counteract the drug’s effects during an overdose crisis. Of the seven overdoses, our officers administered this life-saving drug in each case successfully reversing four overdoses. Unfortunately, in three cases, victims did not survive. In addition to carrying Naloxone, all department patrol vehicles are equipped with Automated External Defibrillators (“AED’s”) and extensive emergency first aid equipment to better protect the public we serve.

This is *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. 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. Northborough is a desirable 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.

DECEMBER 2018

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David Parenti, Fire Chief

Staffing Changes

2017 was an eventful year for staffing changes for the Northborough Fire Department. We had two new hires, FF/Paramedics Dylan Kessler and Joel Rosenkrantz. Both are doing very well and working their way through their probationary requirements. We also had a big change in our management team with the retirement of Captain Jay Houston. Jay was with the Northborough Fire Department for 40 years as an explorer, call firefighter and full time employee. Jay's retirement left some big shoes to fill and after a very intense promotional process Firefighter Jamie Desautels was promoted to the rank of Captain and assumed his duties on November 12th. In December we brought on another new FF/Paramedic, Peter Galas, who filled the opening created by Captain Houston's Retirement. Peter began his career with the Northborough Fire Department on December 11th, 2017.

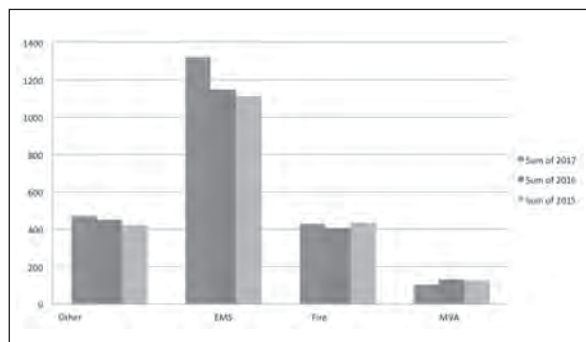


Captain Jay Houston on his Final Day

Operations

In 2017, Northborough Fire responded to 2,321 incidents which is a 8.66% increase from 2016 and a 11% increase from 2015.

Three Year Time Comparison

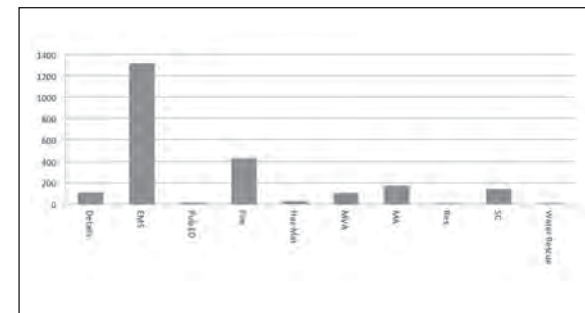


Of these, 1,320 were classified as Emergency Medical Responses, 429 were classified as fire responses, and 101 were classified as Motor Vehicle Accidents. The remaining 471 were classified as Hazardous Materials, Mutual Aid, Brush Fire, Service Call-other. Of the fire responses that resulted in a loss to the building and/or contents the total value involved was \$12,976,454, total losses of \$382,057 and total saved of \$12,594,397. We had four firefighter injuries with 2 resulting in lost time.

Loss vs. Saved Analysis



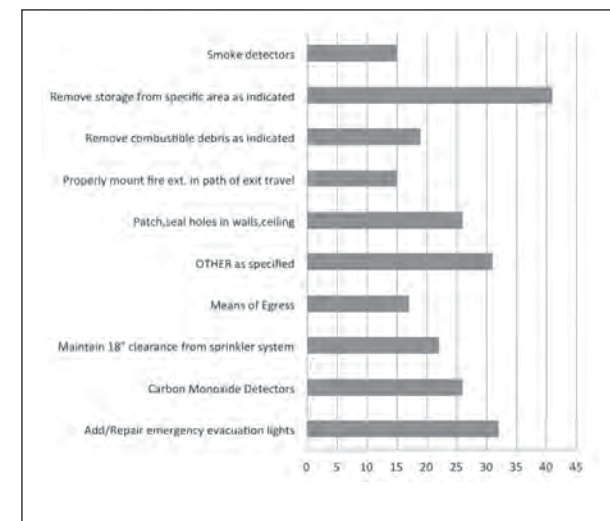
2017 Alarm by Type Total



Fire Prevention

In 2017, the department issued 1,103 Permits. These permits were for everything from fire permits to tank removal. We conducted 1,297 inspections. We identified 544 violations with the top ten shown in the graph below.

Top Ten Violation Codes



JANUARY 2019

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Building Department

Inspector of Buildings	Robert J. Frederico, CBO
Local Inspector	Christopher Lund, CBO
Inspector of Wires	Robert Berger, CBO
Plumbing/Gas Inspector	Richard Desimone

The Building Department is charged with enforcing the Massachusetts Building, Mechanical, Wiring, Gas, and Plumbing Codes. This ensures that the citizens of Northborough are afforded safe and reliable structures to live and work in. We are also responsible for enforcing the Northborough Zoning Bylaws so that everyone can live in harmony with the desires of the community. We are able to provide these services by continually working with individual homeowners and contractors; always looking for ways to improve communication and simplify the permitting process.

We strive for superior customer satisfaction for all your building and zoning needs. During 2017, the Town welcomed Christopher Lund as our Local Building Inspector. He brings a wealth of building and inspecting experience to the department. We continue to use our on-line permitting system, ViewPoint. It has proven to be successful and we are striving to make it more user friendly every day. Additionally, the Town's building website will be updated in 2018 to reflect current code requirement, and will provide more information to architects, contractors, and homeowners alike.

The Building Department has seen a steady flow of construction permit requests over the past year, both commercial and residential, reflecting economic vitality in the area. The approximate total value of permitted work in Northborough during 2017 was \$24,501,697.00.

In 2017 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 facility on the lower level. The Lincoln Street School Renovation project is complete. The second phase at Northborough

Crossing has been permitted with the addition of several restaurants, fitness facilities, and other small businesses contained in the area. A renovated building on Bearfoot Road will house a new 50,000 square foot self-storage facility.

The Massachusetts State Building Code will update to the 9th Edition effective January 1, 2018. With it comes Northborough's commitment to the best use of our natural resources by adopting the Massachusetts 'Stretch Energy' Code. These new regulations will provide for the safest and most energy efficient new and renovated buildings in our history.

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

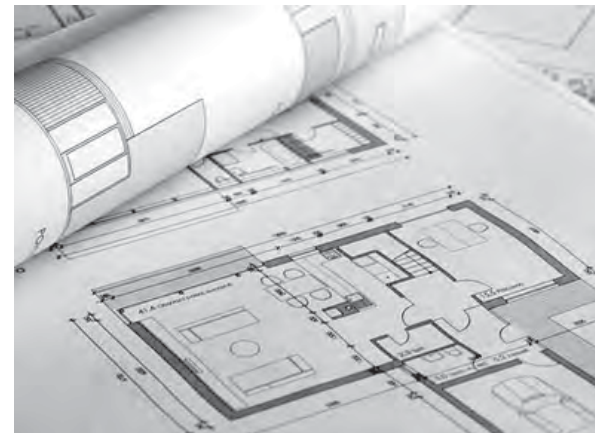
DESCRIPTION	TOTALS		
	2015	2016	2017
Single Family Houses	11	7	15
Attached Single Family	6	8	2
Residential Addition/ Alteration/Repairs	134	190	177
Non Residential: New Construction	6	7	2
Non Residential: Add/Alt/Repairs	52	60	49
Roofing/Siding/Windows	239	154	169
Garages	5	2	2
Sheds/Barns	7	8	8
Decks/Porches/Gazebos	21	37	40
Swimming Pools	8	11	9
Stoves	14	22	18
Signs/Awnings	57	65	46
Demolitions	10	21	11
Tents/Trailers	6	4	9
Foundations	5	2	2
Mixed Use/Change in Use	1	0	1
Wireless Comm. Facility	11	3	5
Solar Panels	106	63	46
Insulation	25	35	21
Retaining Walls/Other	4	2	2
Totals	728	701	634

Total Building Permit Fees	\$ 246,553.18
Total Certificate of Inspection Fees	\$ 3,344.50
Plumbing Revenue	\$ 23,189.29
Gas Revenue	\$ 10,741.69
Wiring Revenue	\$ 22,926.61

COMBINED TOTAL 2017 \$ 306,755.27



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 Town website at 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.



FEBRUARY 2019

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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 quality of life for all members of the community.

The Board of Health in conjunction with Salmon VNA, conducted annual flu clinics, vaccinating 107 people in the community. Routine inspections are continued throughout the year with education and guidance where needed. Inspections are routinely performed at food establishments, non-private swimming pools, camps, stables and for septic systems. Compliance checks are also conducted for establishments that sell tobacco.

Permits/Licenses/Grants and fees collected and deposited with the Town Treasurer for the 2017 calendar year amount to \$79,421.12.

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2017 calendar year:



Food Service Permits	233
Soil Tests	26
Disposal Works Installer Permits	34
Other Septic Related Permits	1829
Septage Haulers	22
Semi Public Swimming Pool Permits	4
Horse Stable Permits	9
Camp Permits	4
Tobacco Permits	26
Motel Licenses	2
Funeral Director	1
Well Permits	11

The Health Department, through its contract with the Salmon VNA, also investigated the following communicable diseases, conducted blood pressure clinics and flu clinics in 2017.

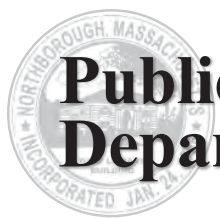
Blood Pressure Clinics	18
Babesiosis	2
Cryptosporidiosis	1
Ehrlichiosis	2
Suspect Meningitis	1
Pertussis	2
Campylobacter	1
Human Granulocytic Anaplasmosis	3
Salmonella	2
Streptococcus, Group A	1
Salmonella Typhoid Fever	1
Rocky Spotted Mountain Fever	1

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.

MARCH 2019

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Public Works Department

Scott Charpentier, DPW Director

The Northborough Department of Public Works encompasses multi-disciplinary Divisions including Administration, Water, Wastewater, Highway, Parks, Trees and Cemetery. The 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 network; 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 together to give the residents of Northborough a better quality of life by providing the citizens with immeasurable benefits.

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

- Water and Sewer System Master Planning
 - Water and Sewer Rate Study
 - Water Distribution System Hydraulic Model
 - Sewer System Inflow and Infiltration Evaluation
 - Review of the Sewer Regulations
 - Water Service Meter Customer Internet Portal
- Pavement Management Plan
- Guardrail and Culvert Inventory and Assessment
- Equipment Fleet Maintenance

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

goals of the Department and the Town while also promoting an efficient and effective capital improvement plan.

Highway Division of the Department includes not only the Highway, but also the Cemetery, Parks, and Tree Divisions. These teams 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 numerous structures including catch basins, manholes, culverts, headwalls, and curbing throughout Town.

The Public Works Department faced an average winter snowfall in 2017, which included a total snowfall depth in Northborough of 58.2" over 17 individual snow events. Several long duration freezing rain events required use of 40% more salt than originally budgeted in order to maintain safe travel on our roadways.

Pavement management efforts for 2017 consisted of a wide range of roadway treatments. These included full depth patching of localized pavement failures, full depth reclamation and paving, mill and overlay, crack filling, and rubberized chip sealing. In addition, the Department implemented sidewalk improvements and guardrail replacement in various locations along our roadways and within our parks. Implementing a well-rounded approach to the maintenance of our roadway infrastructure provides the community with the most efficient use of allocated funds. This tactic extends the useful life of road surfaces through maintenance operations before full reconstruction is required. 2017 work efforts included improvements to approximately 11 miles or 14% of our Town roadways.

Replacement of the Cold Harbor Brook culvert under Church Street and reconstruction of the approaches were completed early in 2017 and in time for our Memorial Day Parade. The project was a great success in both securing a failing structure and providing well needed traffic improvements in the downtown area. An existing field stone retaining wall that supports Crawford Street was found to be in failing condition. With the support of the community, our contractor rebuilt the wall in a single construction season resulting in an aesthetically pleasing improvement to the safety of our roadside infrastructure.



Crawford Street Retaining Wall


DPW staff work diligently to maintain the fleet of equipment which are imperative to deliver our residents the highest level of service. The community aids in these efforts by providing the support for equipment acquisition including the 2017 purchase of two critical apparatus used by our staff; brush chipper with associated chip body truck and pipe inspection camera with rover and data compiler.

The Water and Sewer Divisions completed the meter replacement project and rolled-out to the customer our vendor's usage internet portal known as Eye On Water. This will allow every customer to access their accounts and observe their historic hourly use, monitor for leaks, and obtain a better understanding of their water consumption and conservation. Replacement of deteriorated water gates and service connections have been ongoing in advance of our roadway projects and in support of providing consistent uninterrupted water service to our customers. We are pleased to announce that the Northborough Water Department is the proud recipient of the 2017 MassDEP Outstanding Performance and Achievements award.



Chip Truck with Chipper

APRIL 2019

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Council on Aging/ Senior Center

Kelly Burke, Director

Hours of Operation:

Monday, Wednesday, Thursday 8:00 a.m. to 4:00 p.m.

Tuesday 8:00 a.m. to 8:00 p.m.

Friday 8:00 a.m. to 12:00 p.m.

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 5:00 – 6:30



p.m. Our “Dinner and a Show” 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, recent winner of the Annual Rudy Graceffa Pool Tournament trophy, has traveled to and hosted multiple other Senior Centers in competitions and practice regularly on our 2 beautiful pool tables. The students from Algonquin Regional High School’s CAP (Community Action Program) taught a series of computer classes over the summer. The students from Assabet Valley Collaborative also help out in our Bistro @119. More information on activities can be found on the Town website as well as our monthly color newsletter. The newsletter is mailed to all seniors 60 years of age and older in town 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, benefit eligibility, service coordination and advocacy. Areas

of assistance include, but are not limited to, housing, home health, transportation food resources, medical equipment, socialization and counseling.

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

INNOVATOR OF THE YEAR AWARD



Since September 2015, Northborough, Hudson and Marlborough have been working together to make their communities Dementia Friendly. The initiative, COME 2 B Dementia Friendly was rolled out

in each community by Action Teams (volunteers representing different sectors of each town/city). Surveys were completed by residents/businesses in each community. Results found the need for more education about Alzheimer’s and Dementia and resources for more education about Alzheimer’s and Dementia along with their caregivers. The three Action Teams then created projects to address these issues in their communities. On June 9, 2017 the communities of Northborough, Hudson and Marlborough received the Innovator of the Year award for their efforts of behalf of COME 2B Dementia Friendly from Massachusetts Association of Councils on Aging at their annual meeting.



Northborough Free Library

Christopher Lindquist, Library Director

Library Hours: Monday: 12:00 p.m. – 8:30 p.m.
Tuesday and Wednesday: 9:30 a.m. – 8:30 p.m.
Thursday – Saturday, 9:30 a.m. – 5:00 p.m.
Website: www.northboroughlibrary.org
Online catalog: <http://tinyurl.com/jnqetox>
Phone: (508) 393-5025 **Fax:** (508) 393-5027
Email: Library@town.northborough.ma.us

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

- 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. Items delivered to the Library can be checked out and returned here.
- The latest DVDs, video games, audiobooks and CD music for your viewing and listening pleasure.
- eBooks, eAudios and eVideos for downloading to your Kindle, iPad, iPhone, or other devices. Our Adult Services staff can assist you in downloading items to your device.
- A wide variety of engaging children's storytime and craft programs, as well as special events for teens and adults.
- Free and discounted passes to more than 20 museums, zoos, gardens, aquariums and other area attractions, funded by the Friends of the Library and the Junior Women's Club.
- Exciting, theme-based 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*, and *Rosetta Stone* with 30 languages for use from home or at the library.

New in 2017

- We received a two-year \$13,400 grant from the Massachusetts Board of Library Commissioners that will enable us to provide outreach services to the homebound.
- We began a multi-year project to identify, organize and preserve items in our local history collection with the goal of eventually creating a digital database of our local history holdings in conjunction with the Town Clerk's office and the Northborough Historical Society.
- Working with local volunteer Carol DeRienzo, we began offering a monthly memory café on the first Wednesday of the month called the Apple Memory Café for those with dementia or other cognitive impairments and their caregivers. This is a free service supported entirely by local business sponsors and other donors.
- More than 250 people participated in our English Conversation Circles, which meets each week on Tuesday evenings and Thursday mornings throughout the year.
- We updated and re-organized our website, located at www.northboroughlibrary.org in order to reflect our new brand and sub-brands and make it easier to find information.
- Using Invoice Cloud, we created an online donation account on our website in order to allow residents to donate online. 15% of our annual donations this year were received online.
- We redesigned our monthly newsletter, the *Gale Forecast* for a more graphical, user-friendly look, both online and in print.

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

- 510 children's programs, 112 adult programs, not including the 3 monthly book discussion groups, and 69 teen programs.
- Total attendance at all programs in FY2017 was 16,680 people, a 15% increase from the prior year!

Did you know?

- The value of all items checked out from the library, total computer usage, total program attendance, total meeting and study room usage and total reference assistance in FY2017 was more than \$4,250,000!

- Nearly 127,000 visits were made to the Library in FY2017, an average of about 415 visits per day.
- The Library was established in 1868, so we will be celebrating our 150th anniversary in 2018! Watch for details on our website at www.northboroughlibrary.org.

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 café space. 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 popular museum passes.



Statistical Snapshot

	FY2015	FY2016	FY2017
Number of items borrowed	201,909	207,450	204,484
Number of books (volumes)	68,067	68,044	69,419
Number of non-print items	*10,553	*10,887	*10,282
Registered borrowers	10,179	10,417	10,558
Children/teens in summer reading program	562	559	625
Adult reference assistance	4,173	3,861	6,814
Children's reference assistance	2,925	3,185	4,082
Total visits to the library	117,428	127,062	126,894
Interlibrary loans	33,981	34,629	34,142
Meeting/Study Room usage	1,527	2,048	**1,053

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

** This figure includes both actual meeting room and study room usage in FY2017, instead of the number of meeting room and study room reservations.



Recreation Department

Allison Lane, Director

The Recreation Department provides activities for people of all ages in the community. The department consists of one full-time director, one full-time assistant, one part-time program supervisor as well as many part-time seasonal employees. Two seasonal brochures (Spring/Summer and Fall/Winter) are mailed to town residents describing all of the programs for the community. All information is available on the town's website at www.northboroughrecreation.com.

The Recreation Department offers over 300 programs in Town, at locations including the Rec Center, the Town Hall Gymnasium, and Northborough schools. Preschool programs for kids ages 6 months - 5 years old, grade school programs, middle school and high school programs are run throughout the year. Adult programs are held in the gym in the evenings. Our revenue in last fiscal year was \$710,802. The Recreation Department continues to be a self-sufficient department, existing on funds generated from program revenue, without using taxpayers' money.

Residents are invited to apply yearly in the Fall for a plot in our Community Gardens on Valentine Road. The Community Gardens were built in 2011 and have grown in popularity since. All thirty gardens were rented for the 2017 season.

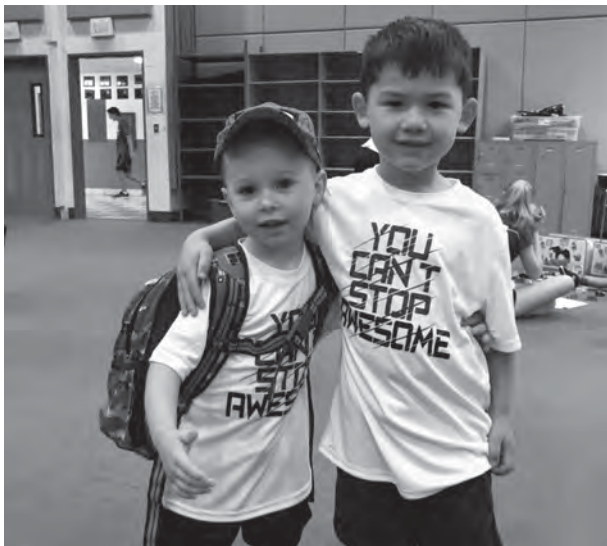
The Recreation Department offers a variety of half-day and full-day summer programs for children. The Recreation Summer Camp is held at Melican Middle School for grades Pre-K - K - 8 and runs Monday - Friday, 8am- 6pm for 8 weeks out of the summer. On average, twenty-five to thirty staff are hired yearly for our summer camps. Staff needs to be at least in their sophomore year of school in order to apply for employment. The Recreation Summer Camp is the largest source of revenue for the Recreation Department.

In 2017 we added a preschool section to our summer camp. This way families who have grade school children and pre-K children and bring both of their kids to one location.

It was extremely successful. We filled all 20 spots for all 8 weeks. The feedback was positive from all parents.

We have been adding more sports league each year to increase physical activity for the kids. This year we took over the summer recreation basketball league. We had 151 participants for that program. We also added a preschool soccer league on Sunday mornings. We were able to have 8 teams for our first year. We ran our second year of Flag Football with Westborough and Southborough. We had 81 kids just from Northborough play. Overall we are helping the kids stay active and learn to live healthy lives at an early age.

The Recreation Department is responsible for scheduling the use of all playing fields in town. The Department is also responsible for scheduling use of the Town Hall Gym, which can be rented for a fee depending on availability. In addition, the Recreation Department also schedules rentals of the Pavilion at Ellsworth-McAfee Park.



Recreation Summer Camp 2017

Northborough Youth Sports Leagues & Scouts

BASEBALL/SOFTBALL

Northborough Youth
Baseball
Contact: Paul Cacciatore
PO Box 472
Northborough, MA 01532
Website: www.northboroughbaseballsoftball.org

FOOTBALL/ CHEERLEADING

NS Youth Football and
Cheer
P.O. Box 322
Northborough, MA 01532
Website: www.jrthawks.com

SOCCER

Northborough Youth Soccer
Contact: Kevin McCormick
PO Box 141
Northborough, MA 01532
Website: www.nysa.net

GIRL SCOUTS

Website: www.northboroughgirlscouts.org

BASKETBALL

Northborough Youth
Basketball
Contact: Tom Spataro
P.O. Box 424
Northborough, MA 01532
Website: www.northboroughyouthbasketball.org

LACROSSE

N/S Girls Lacrosse
Website: www.nsyla.org

LACROSSE

N/S Boys Lacrosse
Website: www.nsyala.org

BOY SCOUTS

Website:
Boy Scouts Troop 1:
troop1northboro.org
Boy Scouts Troop 101:
bsatroop101ma.org

Laugh! LEARN! Play!
XXXXX
NORTHBOROUGH RECREATION

MAY 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	APRIL 2019 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	JUNE 2019 S M T W T F S 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	1	2	3	4
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12 Mother's Day	13	14 Annual Town Election	15	16	17	18
19	20	21	22	23	24	25
26	27 Memorial Day	28	29	30	31	



Family & Youth Services Department

June David-Fors, LICSW Director

The National Institute of Mental Health estimates 43.8 million or 1 in 5 adults experience a mental health disorder, yet an estimated 40% of individuals suffering go untreated. Much of the reason for this is the stigma associated with mental illness – for many, having the disorder or seeking help is a sign of weakness. It is for this reason I would like to acknowledge each and every child, adolescent, adult and family who has displayed the emotional strength to reach out to us to ask for help – *for this is one of the most courageous things people can do.*

Programs & Services

In 2017, we assisted a total of 926 Residents through:

MENTAL HEALTH SERVICES **167 Residents**

- Child, Individual & Family Therapy
- Bereavement Support Group
- Parent & Clinical Consultation

BASIC NEEDS SERVICES **148 Residents**

- Case Management Services
- SMOC Fuel Assistance Site
- SNAP Food Program
- Food Pantry Outreach

PARTNERSHIP PROGRAMS **179 Residents**

- Helping Hands Holiday Program
- Helping Hands Emergency Assistance
- Helping Hands Back Pack Program
- TEAMWORKS Camp Scholarships

REFERRAL SERVICES **432 Residents**

- Received 1,004 referrals to local, state and federal programs.
- We also communicated with over **500 collateral contacts** to advocate and coordinate services for our clients.

Northborough Youth Commission

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

2017 Accomplishments

To quote Shannon L. Alder, *"One of the most important things you can do on this earth is to let people know they are not alone."* In 2017 we did just this – as we provided high quality services to residents during their time of need. There are several ways we accomplish this. We connect residents with resources and solutions through our direct services and linkage to our partnership programs. This cooperative spirit enables us to collectively strengthen community bonds for all residents. Please see our website for a list of our partnerships.

Our referral service is vital – as for over a decade our modest staffing level has remained the same despite a growing need for mental health services. We subsequently have had to refer out an increasing number of residents. However, due to a shortage of mental health providers we continue to advocate for increased clinical capacity within the Department to best serve residents.

As members of the Substance Abuse Prevention Coalition we provided the following programs:

- Andrea Egmont: Positive Youth Development using Search Institute's 40 Development Assets
- Hidden in Plain Sight: awareness program for parents to help identify items they may find in their child's room that could be a sign of risky behavior
- *"If Only:"* a film to raise awareness about the dangers of prescription drug misuse
- Northborough Police Department: Opioid Overdose Recognition and Use of Narcan for Reversal

According to South Middlesex Opportunity Council FY17 City/Town Report, **137 Northborough residents** received heating assistance, with a total dollar expended of **\$90,054.19**. Our Department and the Senior Center continue to serve as Application Sites for residents.

Due to TEAMWORKS' generosity we were able to offer summer camp scholarships to two children.

In June 2017 our Doctorate of Clinical Psychology Intern from William James College successfully completed her Internship. We also accepted a Boston College MSW Graduate Intern for late admissions in October 2017.

In 2017 we received special recognition from the Northborough Rotary Interact Club students (*some of whom are pictured below with our Director and Office Assistant*). They stated, "Our thanks goes to you for helping those who need it most. You have impacted lives by guiding people through rough times, helping other organizations, and giving people a helping hand with resources." It is very meaningful to be recognized by Rotary – *a worldwide organization that provides humanitarian service, encourages high ethical standards in all vocations, and helps build goodwill and peace in the world.* For more information please visit: www.northboroughrotary.org/



Rotary Interact Club Students with Director and Office Assistant.

JUNE 2019

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Veterans' Services

Justin Sousa, District Director

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

Benefits

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

Federal Benefits

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

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

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

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

Survivors Pension* is a tax-free monetary benefit payable to a low-income, un-remarried surviving spouse and/or un-married children 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 and the non-remarried spouses of distinguished Veterans who gave their lives in the service of their country during wartime.

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

Benefit Administration

In 2017, the Veterans' District administered benefits in the following amounts for Northborough residents. Benefits are generally reimbursed by the Commonwealth at 75%.

Ordinary benefits	\$16,995.96
Fuel assistance	10,482.00
Physician co-payments	0.00
Medication co-payments	433.74
Hospital payments	0.00
Dental payments	53.00
Insurance premiums and misc.	14,372.48
Total	\$42,337.18

2017 Overview

The District is served by a full-time Veterans' Services Director and two part-time Veterans' Services Officers. The staff offers regular office hours in each of the four towns. Veterans residing in the district are free to meet with any of the District's Officers in any location. The District's website, www.centralmassvets.org, may be used as a self-help resource for Veterans seeking information regarding benefits. Traffic to the website has significantly increased with over 7,200 views between January and December 2017, compared to 4,200 for the same period in 2016.

Payments to public assistance recipients in Northborough rose from \$33,536.27 in 2016 to \$42,337.18 in 2017. This 21% increase was primarily driven by better outreach to low-income individuals through improved coordination with the Northborough Senior Center staff.

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 receiving a combined \$347,233 in annual VA benefits. The demand for assistance in this area has remained steady in 2017 as compared to 2016. At the time of this writing there are 33 open claims currently on file through the district.



MIS/GIS

David Kane, MIS/GIS Director

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

In 2017 companies like Microsoft and Amazon helped broaden the cloud-computing landscape. As a result, the MIS/GIS Department has seen an increase in the number of applications being migrated to hosted environments.

Benefits of moving to the cloud can include greater deployment flexibility, application management and enhanced disaster recovery abilities. However, these benefits must be balanced with data security concerns and requirements for long-term archiving. Not all applications are a good fit for the cloud and the MIS/GIS Department considers each application individually. Being selective ensures a preferred environment for each application, whether it's host is in the cloud or on-premise.

Use of the Town's Online Permit Center continues to grow in 2017. The number and type of permit applications available online has increased. Furthermore, we've added the ability for residents and contractors to now pay for certain permit fees online.

These are just a sample of the many ways the Town strives to utilize information technology to consistently improve its services to Town residents, business and the general public. Point your browser to www.town.northborough.ma.us for the latest news and services available on the Town's website.



Cable Access/ Television Department

Kathy Dalglish, Director

Northborough Community Access Television is a public television cablecast forum that facilitates the non-commercial expression of its member community for educational, entertainment and informational use. It actively promotes and provides all necessary training and assistance to encourage the creation of diverse and unique local programming for Northborough cable television subscribers and the community as a whole.

The department continues to expand and provide local community centered video for residents. For your convenience we are now viewable on all of your multimedia devices on demand in full high definition. You can subscribe to our YouTube channel and get notified every time we post a new show. With over 2,000 views a month, you can keep up with the latest municipal meetings, school presentations and informational community content. On Facebook, you can keep up with news announcements, new shows, and community information updated throughout the day and evening. Just look up "Northborough Cable" to easily find us and click to watch!

2018 will bring renegotiations and renewal of our cable contracts with Verizon and Charter. Make sure you contact us and let us know what you would like to see, changes you would like to make, and concerns you may have with your provider. We are here to speak and advocate on your behalf.

As always, everyone is invited to come and learn how to create your own television show, to volunteer your time to videotape shows, or simply offer a suggestion for a new show. These are YOUR television stations. Call 508-393-6195 or email director.ncat@verizon.net.

All individuals and businesses are encouraged to sign up for CodeRED. Click on the CodeRED Logo found on the front page of the Town website.



Housing Authority

Lynne Moreno, Executive Director
Raymond Reynolds, Chair

The Northborough Housing Authority (NHA) is a public agency, which provides housing for low-income elderly, handicapped and families. It is regulated by the Commonwealth of Massachusetts through the Department of Housing and Community Development (DHCD) and must adhere to the strict regulations and funding requirements of DHCD.

The NHA Board of Commissioners 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 \$46,000 for one person to \$86,750 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.

Executive Director Lynne Moreno oversees the operations of NHA including office administration, property maintenance and the oversight of development projects. Lynne 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 9AM to 4PM.

The NHA continues to manage four units of elderly housing on Centre Drive which were built by the Northborough Affordable Housing Corporation in 2014 with the use of CPC funds. Our goal is to seek alternatives for developing affordable housing for the people of the community. We work diligently to provide safe and well maintained properties for all of our tenants.



Community Affairs

Lisa Hodge, Chair

The CAC successfully executed our 2017 programs aimed at enhancing community life in Northborough.

In April, with the Woman's Club, we held The Annual Louise Houle Town Clean Up. The beautiful weather brought out many townspeople to clean up the town. Breakfast included chicken biscuit sandwiches donated by Chick Fil A. In addition to volunteers, we received support from DPW and donations from Wegman's and Dunkin Donuts.

The Annual Summer Concert Series continued with four free summer concerts at the Ellsworth-McAfee Park. Local residents enjoyed picnic suppers while listening to the bands. Our series sponsor was Main Street Bank, with support from Mercedes Benz of Shrewsbury, Carvalho & Roth Orthodontics, Flaherty Physical Therapy, Brendon Properties and The Dental Oasis of Metrowest.

In August we held our outdoor movie night at Melican Middle School. A huge turnout of families came to see the movie Disney's Zootopia and enjoyed popcorn and candy while watching the show. We were supported by: Best Soccer, Children's Dentistry of Northborough, The Bridge, Goswick Eye, Judy Boyle – ReMax, Lorna Helms – Realtor, Root & Sprout Family Fitness and Wellness Studio, St. Mary's Credit Union, The Dental Oasis of Metrowest and Trombetta's Farm.

Our year concluded with the Annual Tree Lighting Ceremony, where several hundred local residents joined us. Carols were sung by Zeh Elementary School students and attendees enjoyed cookies and hot cocoa from Wegman's and free pizza from Northborough House of Pizza who only asked for monetary donations that were given to the Northborough Food Pantry. We were joined by the Selectmen, the American Legion Honor Guard and the Ellsworth family. Avidia Bank and Jacob Stein Family Dentistry helped sponsor the event.

We look forward to continuing our programs during 2018.



Cultural Council

Selvi Oyola, Chair

The NCC provides support for arts, music, humanities, interpretive sciences and cultural programs in our community and receives funding from the MA Cultural Council (MCC) and the Town of Northborough to support such programs and administers them as grants to eligible applicants. NCC also aims to serve as a conduit between local artists and the community and identifies community interest and needs via periodic surveys.

In 2017 the NCC awarded 16 grants totaling \$4,800.00. These programs included concerts of varying musical genres, literature programs, town-wide holiday events, art and music programs at town schools, a theater program at the Senior Center and various other events in our community.

2017 Approved Grants

ARHS Rhythm Ballroom Dance \$150; ARHS Sachus Art & Literary Magazine \$400; Assabet Valley Mastersingers \$300; Atticus by Richard Clark at Senior Center \$300; Chamber Music Metrowest Musical Animals/All That Jazz \$200; Interboro Band by Matt Lafevre \$200; Lincoln Street School Playful Earth Productions \$500; Northborough Area Community Chorus Spring & Holiday Concerts \$300; Northborough Community Affairs Annual Tree Lighting \$400; Northborough Free Library Time Travel Tea Party \$260; Northborough Historical Society Historical Photograph ID \$200; Songs & Stories to Build a Better World by Roger Tincknell & Davis Bates \$350; Soular Jazz Foundation Soular Jazz Festival \$350; St. Bernadette School - Amazing Hero Art \$350; Steven Lewis The Peace Dove-An International Poster Exhibit \$40; Zeh School 5th Grade Band/Chorus Great East Festival \$500.

To apply for grants due each October, visit www.mass-culture.org/northborough and follow us on Facebook for a schedule of upcoming supported programs.



Scholarship Committee

Bob D'Amico, Chair

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

Based on a comprehensive evaluation of all submitted applications against state-mandated criteria, including scholastic achievement, financial need, community service and character, the Northborough Scholarship Committee awarded two college-bound Northborough residents in 2017.

**Kate Crimmings
Madison Forde**

Since 2004, the Northborough Scholarship Committee has awarded a total \$28,250 in scholarships to 49 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.



Trails Committee

Robert Mihalek, Chairman

During 2017, the Northborough Trails Committee successfully continued its mission of providing a safe network of recreational trails for the residents of Northborough and surrounding communities. Our user groups include hikers, walkers, runners, mountain bikers, dog walkers, cross-country skiers, and even some equestrians. Additionally, we continue to partner with area Boy Scout Troops to mentor Eagle Scout projects on the trails. This year Eagle Scout candidate Eli Becker (Troop 1) restored a section of the Coyote trail in the Yellick Conservation Area. Eagle Scout candidate Chris Perry (Troop 101) installed a trail sign at the entrance to the parking area of the Green Acres trails. Finally, Eagle Scout candidate Andrew Michalik (Troop 92)

installed two kiosks and multiple distance-markers along the Stirrup Brook trail behind Algonquin High School.

Volunteer members of the Trails Committee are staying active on the trails with year-round maintenance work and activities. Our recording secretary, Forest Lyford, has toured all the trails with large groups of folks starting from the Northborough senior center. These hikes are very well attended with upwards of 25 people on any given hike. We had volunteers re-paint trail blazes, remove fallen trees and tree limbs, spray for poison ivy, and keep map boxes stocked. We also mow sections of trail that have grass growing on them.

We are working with the Massachusetts Water Resources Authority to open up the remaining part of the Wachusett Aqueduct. In 2015, the section starting at 360 Cedar Hill Rd and ending at Main St. near the Northborough police station was opened. We are hoping in 2018 to open the section from the Edmund Hill Woods area up to the Northborough/Berlin town line. Ultimately, the entire 4.2 miles from the Cedar Hill Rd trail head to the Berlin town line will be open and will cross the historic aqueduct bridge that spans the Assabet River. We are also working the Dept. of Conservation and Recreation to create trails and install a small parking area for the Hop Brook flood control area near the intersection of



Route 20 and Davis St. In 2013, Community Preservation Act funds were allocated for the purpose of installing the parking lot on DCR-owned land along Davis St. and we are waiting on word from DCR on when to proceed.

Anyone interested in helping with these projects or with ideas for new projects is encouraged to contact the Committee either through our Facebook page (www.facebook.com/groups/320147023821/) or via e-mail at ntc01532@gmail.com.



TICK SAFETY From the Health Department



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

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

Before You Go Outdoors

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

outdoor 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.



Historic District Commission

Bruce Chute, Chair

The Northborough Historic District Commission is a seven-member commission appointed by the Board of Selectmen. It has two primary responsibilities: 1) working with property owners within the two historic districts to maintain their historical appearance and 2) identify, evaluate, and preserve the historical heritage of the town as well as to broaden community awareness of our historical heritage. Accomplishments in 2017 include:

Brigham Street Burial Ground Sub-Surface Evaluation (CPA Funded)

Ground Penetrating Radar (GPR) was used at Northborough's historic Brigham Street Burial Ground to identify the burial locations of Northborough's ancestors. The Brigham Street Burial Ground was used between 1727 and 1749, when Northborough was still part of Westborough. There are currently only a few remaining gravestones that mark specific burial sites within the three-acre property. The results reveal many more burial locations than currently identified with headstones. This is in agreement with the work of Beth Finch McCarthy, a local genealogist, who by using old town documents and diaries, has documented that at least 40 citizens are buried there. The final report is available at Town Hall.

Historic Markers (CPA Funded)

- Historic markers were installed to identify three significant mill sites: "Assabetville" at the intersection of Main Street and the Assabet River, "Woodside" at the intersection of Hudson Street and Allen Street, and "Chapinville" at the intersection of Hudson Street and Chapin Court. An overview of the historical significance of these locations was written by NHDC member Alexandra Molnar and is published in the *Community Advocate*.

- It has been well over 50 years since Major League Baseball legend Mark "The Bird" Fidrych played ball at Memorial Field. The Commission, along with the financial support of Robert C. Trimble and family, installed a historic marker commemorating Mark's baseball accomplishments.
- Several of the earlier installed historic markers were replaced, with no cost to the town, because of their premature discoloration.
- The Commission thanks Northborough DPW for their installation of the markers.

Howard Street Burial Ground Gravestone Restoration (CPA Funded)

Working with the DPW director, a professional preservationist has prepared an Invitation for Bid for the restoration and repair of many Howard Street colonial gravestones. Favorable bids were received, and a contract for the restoration is being awarded to a company specialized in these services. We look forward to having the project completed in 2018.

Historic District Related

- Unitarian Church (CPA Funding related)
 - The church steeple work, including repairs to stop water leakage, gold leafing the clock face and weathervane and painting have been completed.
 - The proposed handicap ramp design was accepted by the NHDC.
 - The proposed window replacements were accepted by the NHDC.
- 35 Whitney Street
 - The proposed window replacements were accepted by the NHDC.

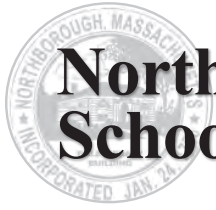
Demolition Delay Related

- 181 East Main Street – Only the residential building was deemed "Historically Significant"
- 222 West Main Street – The property was deemed "Historically Significant"
- 131 Brigham Street – The building was deemed "NOT Historically Significant"
- 110 Hudson Street Barn – deemed "NOT Historically Significant"

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



The sign marking Chapinville, one of new historical markers installed in 2017.



Northborough School District

Northborough School Committee

Patricia A. Kress	<i>Chairperson</i>
Susan M. Lawrence	<i>Vice Chairperson</i>
Keith R. Lebel	<i>Secretary</i>
Joan G. Frank	
John A. Kane III	



Northborough School Committee (from left to right: Keith R. Lebel, Secretary; Patricia A. Kress, Chairperson; Susan M. Lawrence, Vice Chairperson; and Joan G. Frank - Absent John A Kane III).

Administration

Christine M. Johnson B.S., M.A., C.A.G.S.	<i>Superintendent of Schools</i>
Gregory L. Martineau B.S., M.A.	<i>Assistant Superintendent of Schools</i>
Marie B. Alan B.S., M.A.	<i>Director of Student Support Services</i>
Julie G. Doyle B.S., M.Ed.	<i>Director of Instructional Technology and Digital Learning</i>
Erica J. Edstrom B.S., M.S., M.Ed.	<i>Assistant Director of Student Support Services</i>
Deborah Q. Lemieux B.A., M.S.Ed., Ed.S.	<i>Assistant Director of Student Support Services</i>
Matthew G. Wells B.B.A., M.B.A.	<i>Director of Finance and Operations</i>

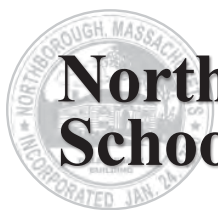
Cheryl M. Lepore	Administrative Assistant to the Superintendent
Nancy A. Bissett	Administrative Assistant to the Superintendent's Office
Elaine E. Chisholm	Receptionist
Suzanne L. Houle	Clerical Support
Rebecca J. Pellegrino	Human Resources Administrator
Nena H. Wall	Personnel Coordinator
Sandra J. Burgess	Administrative Assistant to the Student Support Services Department
Kyle D. Parson	Food Service Director
Nicole St. Germain	Financial Accountant
Jolene A. Chapski	Business and Finance Support
Pauline D. Joncas	Facilities and Operations Support
Pamela E. Hite	Financial Coordinator – Southborough
Caroline Willard	Financial Coordinator – Algonquin
Irene N. Woodward	Financial Coordinator – Northborough
Andrew F. Mariotti	District Technology Manager
Thomas-James Carron	Assistant District Technology Manager
Loraine T. Wolfrey	Data Specialist

Business Office

Address 53 Parkerville Road
Southborough, MA 01772

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

Telephone (508) 486-5115
FAX (508) 486-5123



Northborough School District

A Message from the Superintendent of Schools

Christine M. Johnson
Superintendent of Schools

The Public Schools of Northborough continue to provide an exceptional educational experience for all students with a focus on personalization and student engagement. The cornerstones of our work are articulated in our Strategic Plan Vision 2020: Strategically Planning for the Future and emphasize growth and achievement for students and staff in the areas of Communication, Curriculum, Student Support and Technology. These identified areas are embedded in specific programming, curriculum, and offerings appropriate for each grade span. School Improvement Plans are developed in a collaborative purposeful way and actualize each of our focus areas to support the students and staff at each grade level. We are proud of the accomplishments of our students, professional teaching by our staff, commitment to our shared mission and vision, and outstanding leadership by our administrative teams. We offer many opportunities for parents and members of our school community to share in our work.

The Public Schools of Northborough work collaboratively with the Town to ensure that we provide a fiscally responsible and educationally sound funding model. We appreciate the opportunity to remain an active participant as a member of the Northborough community as we seek mutually beneficial ways to support all students.

Northborough Public Schools - 2017 Highlights

The following highlights provide a snapshot of activities and events that support teaching and learning in our schools. We extend a thank you to our parent community and organizations such as the Northborough Education Foundation (NEF) and the Parent Teacher Organizations (PTOs) at each school, Corridor Nine Area Chamber of Commerce, Northborough-Southborough Parent Advisory Council (NSPAC), as well as,

the citizens of Northborough, for investing and advocating in education for all. Education is at the heart of any community and provides for our future. We invite you to experience the joy of learning and encourage you to explore our webpages, newsletters, and other communiques distributed throughout the school year.

We believe in providing many ways of exploring the most efficient and thorough means of communication through our educational Speaker Series, surveys, open houses, weekly communications and events. Each school places a high degree of importance on building social competence and responsibility in their support of others in need. Our schools have participated in numerous activities by establishing monthly service projects designed to support our local community as well as others more distant, and have raised money for books, living supplies and food to stock the Northborough Food Pantry.

Teachers continue to focus on curriculum development, instruction, and the alignment to the Massachusetts State Standards. All schools are embracing the newly released Next Generation Science Standards and are incorporating resources that support STEM (Science Technology Engineering Mathematics) learning, which includes robotics and coding. The underlying learning experiences center on problem solving through project-based experiences that incorporate mathematical skills and technology. An NEF grant funded Science-on-the-Go Bags for science activities at home, Zen Zone that focuses on the science of mindfulness and formation of a Green Team that focuses on environmental awareness. Our budget has funded new K-8 science resources that provide for active project based exploration and critical integration of science and mathematical problem solving aligned with the prescribed benchmarked standards at each grade level.

Our schools are equipped with mobile devices that provide 1:1 access at all grade levels. The use of technology as a tool is a familiar instructional practice at all levels and within all content areas. Students are prepared to navigate the changes in our state assessments as MCAS 2.0 was unveiled utilizing an online assessment format. Developing technology-rich digital classrooms where students and staff use appropriate and safe technology tools and resources to support the learning and teaching process

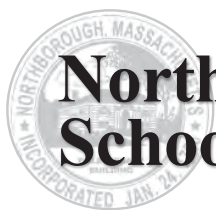
A focal point for all staff at the beginning of the year has been research based professional development and

program implementation. We believe that students thrive in a culture that supports positive connections and social emotional learning experiences. Our schools emphasize the importance of fostering an emotionally and psychologically safe school environment in which all students feel supported and accepted. In addition to introducing comprehensive themes such as LSS Looks with Kindness and Kindness Rock Gardens, staff focus on opportunities to foster a growth mindset for adults and students by engaging in book reads, including Only One You. A positive climate is established when a shared mission centers on building a sense of community and respecting our differences.

Creating a healthy school climate includes offering students and staff opportunities to engage in wellness activities. Stress reduction techniques that include mindfulness, and relaxation strategies are integrated into the school day. Staff learned the basics of reducing stress through mindful practice. The District partners with MetroWest Health and continues to participate in the MetroWest Health Survey, which identifies student risk behaviors, as well as, developing new relationships with the Northboro-Southboro Substance Abuse Prevention Coalition (NSSAPC). Our staff engages in grant writing opportunities that provide important funding to support new initiatives for all students and develop programs that meet the needs of all students. This year we launched several programs that allow our students to remain in our community while experiencing a learning model that supports their needs. These programs are cost effective and highlight the best teaching and learning practices. They include a language-based program and therapeutic learning programs (TLP and STEPS) at the elementary and middle school.

The District invites parents and school community members to participate in a myriad of study groups including in addition to attending posted subcommittee meetings, which include policy development; operational and capital budget development; strategic planning; and, the school calendar.

We are fortunate to have a dedicated Northborough School Committee to guide our work and support our current and ever changing educational landscape. Information regarding enrollments, budgets, and school related activities are available on our websites. We invite you to learn more about our schools by contacting us at any time you have a question or are interested in creating an educational partnership.



Northborough School District

Grants

The following is a brief summary of the federal and state grants the Northborough Public Schools received in 2017. Our District continues to pursue grant opportunities that assist in the funding of current and new initiatives.

Title I Entitlement Grant -

\$47,240 (Federal funding)

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

Title II Part A - Improving Educator Quality -

\$30,233 (Federal funding)

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 -

\$32,097 Consolidated Grant (Federal funding)

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.

Early Childhood Special Education Allocation -

\$33,529 Consolidated Grant (State funding)

This consolidated grant, shared with the Northborough 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 -

\$34,069 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 - ***\$489,337***

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 2, 2017

School	K	1	2	3	4	5	6	7	8	Total
Lincoln	40	38	45	43	39	50				255
Peaslee	33	51	65	43	39	44				275
Proctor	31	37	44	52	33	52				249
Zeh	35	40	43	42	43	40				243
Melican							200	205	221	626
Total	139	166	197	180	154	186	200	205	221	1,648

Town of Northborough School Financial Statement – for the 2017 Fiscal Year July 1, 2016 - June 30, 2017

APPROPRIATION:

Regular Education	\$	15,657,743	
Special Education	\$	7,062,100	
Total Appropriation		\$	22,719,843

Total Appropriation **\$ 22,719,843**

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$	13,386	
Superintendent's Office	\$	135,656	
Administrative Support Services	\$	610,874	
Total Administration		\$	759,915

INSTRUCTION:

Supervision	\$	30,800	
Principals' Offices	\$	1,051,690	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$	10,277,376	
Professional Development	\$	106,495	
Textbooks & Instructional Equip	\$	170,407	
Library/Media Services	\$	454,793	
Guidance Services	\$	187,960	
Total Instruction		\$	12,279,521

OTHER SCHOOL SERVICES:

Attendance Services	\$	14,398	
Health Services	\$	475,080	
Pupil Transportation	\$	410,022	
After School Activities	\$	17,702	
Student Body Activities	\$	3,673	
Cafeteria Services	\$	36,463	
Total Other School Services		\$	957,338

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$	786,221	
Heating	\$	163,131	
Electricity	\$	248,138	
Telephones	\$	58,995	
Gas	\$	1,995	
Water	\$	22,481	
Tech/Telecomm	\$	43,642	
Total Operation of Plants		\$	1,324,603

MAINTENANCE:

Grounds	\$	9,343	
Buildings	\$	127,400	
Equipment	\$	45,077	
Technology Maint	\$	46,619	
Total Maintenance		\$	228,439

LEASE OF BUILDING & EQUIPMENT: **\$ 28,820**

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS **\$ 15,578,636**

SPECIAL EDUCATION PROGRAMS

Legal Services	\$	27,464
Supervision	\$	165,367
Teaching (Salaries & Supplies)	\$	4,348,129
Professional Development	\$	6,836
Technology	\$	6,543
Psychological Services	\$	729,281
Health Services	\$	136,744
Transportation	\$	655,181
Telephone	\$	4,056
Equipment Maintenance	\$	4,640
Programs - Other Schools in Massachusetts	\$	883,272
Lease of Building & Equipment	\$	-
Payments to Collaboratives	\$	173,346

TOTAL EXPENDITURES SPECIAL EDUCATION

\$ 7,140,861

TOTAL EXPENDITURES **\$ 22,719,497**

BALANCE RETURNED TO GENERAL FUND: **\$ 346**

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY16	\$	1,267
Total Receipts, FY17	\$	452,596
Total Revenues		\$ 453,863

Total Expenditures, FY17	\$	453,345
BALANCE TO FY18		\$ 517

SPECIAL ED - CIRCUIT BREAKER

INCOME:

Balance from FY16	\$	654,856
Total Receipts, FY17	\$	896,711
Total Revenues		\$ 1,551,567

Total Expenditures, FY17	\$	902,117
BALANCE TO FY18		\$ 649,450



2017 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 Street Northborough Massachusetts on MONDAY, the TWENTY-FOURTH day of April 2017 at 7:30 p.m. to act on the following warrant articles: 7:38 p.m. Moderator Fred George announced a quorum was present in the hall; the meeting was called to order.

Moderator Fred George read the return of service of the warrant

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 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 Years Bills MOTION 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 Twenty Two Million Eighteen Thousand One Hundred Forty Three Dollars (\$22,018,143) for Town Government as displayed below, and to meet said appropriation, the following sums available for appropriation to be transferred:

From:	
Transfer from Cemetery Trust Fund Income	\$5,398
Transfer from Cemetery Sale of Lots	\$17,000
Transfer from Debt Exclusion Premium Reserve	\$15,707
Transfer from Title V Reserve	\$4,532
Transfer from Conservation Commission Fees	\$5,770
Transfer from Fire Emergency Medical Services Revolving Fund	\$308,742
Transfer from Recreation Revolving Fund	\$161,259
Transfer from Animal Control Revolving Fund	\$27,000
Transfer from Medicare Part D Subsidy	\$9,659
Transfer from PEG Access Cable Related Fund	\$325,300
Free Cash	\$500,000

for a total of One Million Three Hundred Eighty Thousand Three Hundred Sixty Seven Dollars (\$1,380,367) and that the sum of Twenty Million Six Hundred Thirty Seven Thousand Seven Hundred Seventy Six Dollars (\$20,637,776) be raised by taxation.

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

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Five Million Two Hundred Eighty Thousand Two Hundred Thirty Nine Dollars (\$5,280,239) 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	\$ 52,602
Solid Waste Fund Free Cash	\$ 87,670
Raise and Appropriate by Taxation:	
Solid Waste General Fund Subsidy	\$ 217,160

for a total of Three Hundred Fifty Seven Thousand Four Hundred Thirty Two Dollars (\$357,432) and that the sum of Four Million Nine Hundred Twenty Two Thousand Eight Hundred Seven Dollars (\$4,922,807) be financed from Water, Sewer and Solid Waste Revenues.

Water Fund	\$2,436,381
Sewer Fund	\$2,051,028
Solid Waste	\$ 792,830
Total	\$5,280,239

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 Three Million Four Hundred Forty Five Thousand Seventeen Dollars (\$23,445,017) 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 Eleven Million Seventy Five Thousand Four Hundred Forty Three Dollars (\$11,075,443), 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 Two Thousand Eight Hundred Ninety Three Dollars (\$892,893), 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 Funds - Combine Articles 12-17 MOTION PASSED

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

- Article 12 Reauthorizes the Fire Department Revolving Fund;
- Article 13 Reauthorizes the Animal Control Revolving Fund;
- Article 14 Reauthorizes the Family and Youth Services Department Revolving Fund;
- Article 15 Reauthorizes the Council on Aging Revolving Fund;
- Article 16 Reauthorizes the Community Affairs Committee Revolving Fund;
- Article 17 Authorizes the Library Revolving Fund

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

ARTICLE 12: Reauthorize the Fire Department Revolving Fund

To see if the Town will vote to reauthorize the revolving fund 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 FY2018 not to exceed Four Hundred Seventy Thousand Dollars (\$470,000), pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Northborough Fire Department to maintain the revolving fund for the purpose enumerated in this Article. Under this statute, revolving fund expenditures must be reauthorized annually.

ARTICLE 13: Reauthorize the Animal Control Revolving Fund

To see if the Town will vote to reauthorize the revolving fund 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 FY2018 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 the revolving fund for the purpose enumerated in this Article. Under this statute, revolving fund expenditures must be reauthorized annually.

ARTICLE 14: Reauthorize the Family & Youth Services Department Revolving Fund

To see if the Town will vote to reauthorize the revolving fund authorized to and for the use of the Family and Youth Services Department for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; with annual expenditures for FY2018 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 the revolving fund for the purpose enumerated in this Article. Under this statute, revolving fund expenditures must be reauthorized annually.

ARTICLE 15: Reauthorize the Council on Aging Revolving Fund

To see if the Town will vote to reauthorize the revolving fund authorized to and for the use of the Council on Aging for the receipt of income, gifts and donations and any other monies and

for expenditure in connection with its related expenses; with annual expenditures for FY2018 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 the revolving fund for the purpose enumerated in this Article. Under this statute, revolving fund expenditures must be reauthorized annually.

ARTICLE 16: Reauthorize the Community Affairs Committee Revolving Fund

To see if the Town will vote to reauthorize the revolving fund authorized to and for the Community Affairs Committee for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; with annual expenditures for FY2018 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 the revolving fund for the purpose enumerated in this Article. Under this statute, revolving fund expenditures must be reauthorized annually.

ARTICLE 17: Authorization for Library Revolving Fund

To see if the Town will vote to authorize a revolving fund authorized to and for the Library for the receipt of program revenues and for expenditure in connection with its related expenses; with annual expenditures for FY2018 not to exceed Twenty Thousand Dollars (\$20,000), pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

ARTICLE 18: 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.



2017 Annual Town Meeting Warrant

ARTICLE 19: 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 20: Application of Bond Premium MOTION PASSED

To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or take any action relative thereto.

- This Article provides for the flexibility to apply bond premiums to project costs at the time of issue of any bonds or notes (simultaneously reducing the par amount of bonds or notes being issued) for borrowing authorizations that have already been approved, but not yet permanently financed.

ARTICLE 21 (CIP): Fire – Forestry Truck MOTION PASSED

To see if the Town will vote to appropriate the sum of Sixty Five Thousand Dollars (\$65,000) for the use of the Fire Department for the purchase of one new forestry truck, and to meet said appropriation, the sum of Sixty Five Thousand Dollars (\$65,000) be transferred from Free Cash.

- This Article provides funds for the purchase of one new forestry truck to replace two existing 2005 forestry trucks. This acquisition will permanently reduce the Fire Department's fleet list by one vehicle.

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

To see if the Town will vote to appropriate the sum of Eighty Seven Thousand Dollars (\$87,000) for the use of the Police Department for the purchase of two new patrol vehicles, and to meet said appropriation the sum of Eighty Seven Thousand Dollars (\$87,000) be transferred from Free Cash.

- This Article provides funds for the purchase of two new patrol vehicles. Included in the funding request is the cost of outfitting the vehicles with ancillary equipment and mobile data terminals.

ARTICLE 23 (CIP): DPW – Six-Wheel Dump Truck with Spreader and Plow MOTION PASSED

To see if the Town will vote to appropriate the sum of Two Hundred Forty Thousand Dollars (\$240,000) for the use of the DPW Department for the purchase of a six-wheel dump truck with a spreader and plow, and to meet said appropriation the sum of Two Hundred Forty Thousand Dollars (\$240,000) be transferred from Free Cash.

- This Article provides funds for the purchase of one new six-wheel dump truck with a spreader and plow to replace a 1995 International truck. The 1995 International truck has surpassed its useful life expectancy of about 15 to 20 years.

ARTICLE 24 (CIP): DPW – One-Ton Dump Truck with Plow MOTION PASSED

To see if the Town will vote to appropriate the sum of Ninety Five Thousand Dollars (\$95,000) for the use of the DPW Department for the purchase of a one-ton dump truck with plow, and to meet said appropriation, the sum of Ninety Five Thousand Dollars (\$95,000) be transferred from Free Cash.

- This Article provides funds for the purchase of a one-ton dump truck with plow to replace a 2006 dump truck. The 2006 dump truck has surpassed its useful life expectancy of about 10 to 12 years. The one-ton dump trucks are the most heavily used equipment in the fleet.

ARTICLE 25 (CIP): DPW – One-Ton Dump Truck with Chip Body and Plow MOTION PASSED

To see if the Town will vote to appropriate the sum of Ninety Five Thousand Dollars (\$95,000) for the use of the DPW Department for the purchase of a one-ton dump truck with chip body and plow for the ; and to meet said appropriation, the sum of Ninety Five Thousand Dollars (\$95,000) be transferred from Free Cash.

- This Article provides funds for the purchase of one new one-ton dump truck with chip body and plow to replace a 2000 one-ton cab and chassis truck with a chip body. The 2000 one-ton cab and chassis truck has surpassed its useful life expectancy of about 15 to 20 years.

ARTICLE 26 (CIP): DPW – Chipper MOTION PASSED

To see if the Town will vote to appropriate the sum of Sixty Five Thousand Dollars (\$65,000) for the use of the DPW Department for the purchase of a chipper, and to meet said appropriation, the sum of Sixty Five Thousand Dollars (\$65,000) be transferred from Free Cash.

- This Article provides funds for the purchase of a chipper to replace a 2009 Brush Bandit Chipper.

ARTICLE 27 (CIP): DPW – Fisher Street Culvert Replacement Design MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the use of the DPW Department to fund the design and construction bid documents for replacement of the Fisher Street culvert over Cold Harbor Brook, and to meet said appropriation, the sum of Fifty Thousand Dollars (\$50,000) be transferred from Free Cash.

- This Article provides funds for the design and construction bid documents for replacement of the Fisher Street culvert over Cold Harbor Brook. The current superstructure (structural support and decking) is in poor condition and needs to be replaced. Once the design and construction bid documents are complete, the second phase is to seek funding in FY2019 to construct the new culvert. Replacement of the culvert is part of a comprehensive roadway improvement plan.

ARTICLE 28 (CIP): DPW – Crawford Street Slope Easements & Retaining Wall MOTION PASSED

To see if the Town will vote to acquire, by gift, purchase, eminent domain, or otherwise, two easements for slope and related purposes, including, but not limited to, for access and installation, construction, maintenance, repair and replacement, on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, on, upon, under and over property identified as 298 Crawford Street (Assessors' Map 57, Lot 20), described in a deed recorded with the Worcester South District Registry of Deeds in Book 22916, Page 331 and 300 Crawford Street (Assessors' Map 57, Lot 19), described in a deed recorded with the Worcester South District Registry of Deeds in Book 32742, Page 239, said easements shown on sketch plans, on file with the Town Clerk, and further authorize

the Board of Selectmen to execute all documents and take all actions necessary in connection therewith;

and, further to appropriate the sum of Two Hundred Thousand Dollars (\$200,000) for the use of the DPW Department to fund the design and construction bid documents for the replacement of a retaining wall on Crawford Street, and to meet said appropriation, the sum of Two Hundred Thousand Dollars (\$200,000) be transferred from Free Cash.

- This Article provides for the acceptance of two easements along Crawford Street which will allow the Public Works Department to repair an existing stone retaining wall and to slope the land within the easements in a reasonable manner thereby reducing the height of the retaining wall; and
- also provides funds for the design and construction of a 200 linear foot replacement retaining wall on Crawford Street.

ARTICLE 29 (CIP): DPW – Road Improvements and Maintenance MOTION PASSED

To see if the Town will vote to appropriate the sum of Three Hundred Thousand Dollars (\$300,000) for Road Improvements and Maintenance, and to meet said appropriation, the sum of Three Hundred Thousand Dollars (\$300,000) be transferred from Free Cash.

- This Article provides funds in addition to the FY2018 Chapter 90 allocation in order to maintain current road conditions in accordance with the Pavement Management Plan.

ARTICLE 30 (CIP): Sewer – Sewer Inspection Camera System MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Ten Thousand Dollars (\$110,000) for the use of the DPW Department for the purchase of a Sewer Inspection Camera System, and to meet said appropriation, the sum of One Hundred Ten Thousand Dollars (\$110,000) be transferred from Sewer Enterprise Free Cash.

- This Article provides funds to purchase a skid-mounted sewer camera and recorder system that can fit into the back of a pickup truck. The camera is used to inspect sewer mains and laterals before and after cleaning, locate breaks/roots or cracks in pipes, measure the defects of the pipe on screen and aid in determining causes for sinkholes in the roadway without having to excavate – saving time, materials and disruption of services.

ARTICLE 31 (CIP): Sewer – West Main Street Sewer Pump Station Improvements MOTION PASSED

To see if the Town will vote to appropriate the sum of Four Hundred Thousand Dollars (\$400,000) for the use of the DPW

Department to fund the design and construction of improvements to the West Main Street Sewer Pump Station, and to meet said appropriation, the sum of Four Hundred Thousand Dollars (\$400,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 8 (14) 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 design and construction improvements to the West Main Street Sewer Pump Station located adjacent to the Post Office on West Main Street. The station was built in 1996. In addition to the original design flows, it now receives sewage from all the restaurants in and around West Main Street as well as the assisted living facility and the Lincoln Street Sewer Pump Station. The station is significantly undersized because of the increased flows, therefore the alarm/notification system and pumps are in need of upgrading to more efficient and effective systems.

ARTICLE 32 (CIP): Water & Sewer – One-Ton Service Truck with Plow MOTION PASSED

To see if the Town will vote to appropriate the sum of One Hundred Thousand Dollars (\$100,000), for the use of the DPW Department 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 Sixty Thousand Dollars (\$60,000) be transferred from Water Enterprise Free Cash and the sum of Forty Thousand Dollars (\$40,000) be transferred from Sewer Enterprise Free Cash, for a total of One Hundred Thousand Dollars (\$100,000).

- This Article provides funds for the purchase of a one-ton service truck with plow to replace a 2008 utility body truck with on-board fuel tank and crane. This vehicle is used daily to perform the regular inspections and general maintenance of the Town's water and sewer system.

ARTICLE 33 (CIP): School Department – Proctor School Roof Repairs MOTION PASSED

To see if the Town will vote to appropriate the sum of Three Hundred Thousand Dollars (\$300,000), for the use of the School Department for roof repairs to the Proctor School, and to meet said appropriation, the sum of Three Hundred Thousand Dollars (\$300,000) be transferred from Free Cash.

- This Article provides funds for roof repairs to the Proctor School. This is the second phase of the roof project and involves replacement of the 13,000 square feet of shingled pitched roof with a metal roofing system carrying a warranty of 30 years and a projected life span of 50 years.

ARTICLE 34: FY2017 Water Meter Replacement & Billing System Debt Service MOTION PASSED

To see if the Town will vote to appropriate the sum of Five Hundred Thousand Dollars (\$500,000) in FY2017 to pay down costs approved under Article 31 of the April 2014 Annual Town Meeting, and to meet said appropriation, the sum of Five Hundred Thousand Dollars (\$500,000) be transferred from Water Enterprise Free Cash.

- This article seeks to transfer funds to pay down costs of the \$1,500,000 water meter replacement & billing system from current Water Enterprise Fund resources rather than issuing permanent bonds for the full amount of the project. The Town will issue debt for the balance authorized by the 2014 article that are not covered by this transfer. This article does not authorize additional spending, but only reduces what will be permanently borrowed which will reduce debt service costs and help stabilize future rates.

ARTICLE 35: Allen Street Sidewalk Easements MOTION PASSED

To see if the Town will vote to acquire, by gift, purchase, eminent domain or otherwise, two easements for sidewalk and related purposes, including, but not limited to, for access and installation, construction, maintenance, repair and replacement, on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, on, upon, under and over property identified as 15 Allen Street (Assessors' Map 46, Lot 136), described in a deed recorded with the Worcester South District Registry of Deeds in Book 17286, Page 333 and 21 Allen Street (Assessors' Map 46, Lot 139), described in a deed recorded with the Worcester South District Registry of Deeds in Book 42942, Page 288, said easements shown on sketch plans, on file with the Town Clerk, and further authorize the Board of Selectmen to execute all documents and take all actions necessary in connection therewith, or take any action relative thereto.

- This Warrant Article provides for the acceptance of two sidewalk easements along Allen Street which will allow the Public Works Department to extend the existing sidewalk on Allen Street to East Main Street.

ARTICLE 36: Consolidated Personnel Bylaw MOTION PASSED

To see if the Town will vote to amend the Consolidated Personnel Bylaw as shown in the handout (copies of which were available in the Town Clerk's Office continuously prior to the posting of the Warrant until the time of Town Meeting) entitled "Article 36 – Consolidated Personnel Bylaw Amendments – 2017 Annual Town Meeting."



2017 Annual Town Meeting Warrant

ARTICLE 37: Open Space – Transfer of Town Owned Land to Conservation Commission MOTION PASSED

To see if the Town will vote to transfer the care, custody and control of the following described land: Assessors' Map 43 Parcel 13, 20.95 acres, 0 Church Street; Assessors' Map 43 Parcel 7, 1.64 acres, 0 West Street; Assessors' Map 56 Parcel 52, 0.92 acres, 0 West Street; Assessors' Map 56 Parcel 54, 0.92 acres, 0 West Street; Assessors' Map 56 Parcel 55, 1.19 acres, 0 West Street; Assessors' Map 56 Parcel 56, 1.05 acres, 0 West Street; and Assessors' Map 56 Parcel 57, 1.11 acres, 0 West Street to the Conservation Commission for open space and passive recreation purposes pursuant to General Laws Chapter 40 Section 8C, or take any other action relative thereto.

- The transfer of these seven parcels to the Conservation Commission permanently protects these parcels from development and will also add to the acreage of the existing open space and trail network.

ARTICLE 38: Open Space – Transfer of Town Owned Land to Conservation Commission MOTION PASSED

To see if the Town will vote to transfer the care, custody and control of the following described land: Assessors' Map 101 Parcel 139, 31.88 acres, 374 Davis Street to the Conservation Commission for open space and passive recreation purposes pursuant to General Laws Chapter 40 Section 8C, or take any other action relative thereto.

- The transfer of this parcel to the Conservation Commission permanently protects it from development and will also add to the acreage of the existing open space and trail network.

ARTICLE 39: Open Space – Transfer of Town Owned Land to Conservation Commission MOTION PASSED

To see if the Town will vote to transfer the care, custody and control of the following described land: Assessors' Map 80 Parcel 27, 3.6 acres, 0 off Crawford Street to the Conservation Commission for open space and passive recreation purposes pursuant to General Laws Chapter 40 Section 8C, or take any other action relative thereto.

- The transfer of this parcel to the Conservation Commission permanently protects it from development and will also add to the acreage of the existing open space and trail network.

ARTICLE 40: Community Preservation Fund – Bartlett Pond Treatment MOTION PASSED

To see if the Town will vote to appropriate the sum of Thirty Thousand Dollars (\$30,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Conservation Commission for the Whole Lake Sonar Treatment of Bartlett Pond, or take any other action relative thereto.

- Approximately every three years, Bartlett Pond is evaluated and treated for weeds. Systemic herbicide will be applied to reduce the infestation of invasive weed population.

ARTICLE 41: Community Preservation Fund – Trails Committee MOTION PASSED

To see if the Town will vote to appropriate the sum of Thirty Thousand Dollars (\$30,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Trails Committee for trail maintenance operations; purchase of signs and kiosks for the trails; and upkeep of trails bridges and water bridges, or take any other action relative thereto.

- Funds for on-going maintenance and purchase of signs and kiosks.

ARTICLE 42: Community Preservation Fund – Transfer to Northborough Affordable Housing Corp MOTION PASSED

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

ARTICLE 43: Community Preservation Fund – Town Common MOTION PASSED

To see if the Town will vote to appropriate the sum of Seventy Thousand Dollars (\$70,000), or any other sum, from the Community Preservation Fund revenues and Three Hundred Seven Thousand Four Hundred Dollars (\$307,400), or any other sum, from the Community Preservation Fund Unreserved Fund for a total of Three Hundred Seventy Seven Thousand Four Hundred Dollars (\$377,400) to the Northborough Department of Public Works, for Phase II of the project for creation of a

Town Common at 0, 39 and 45 West Main Street as shown on Assessors' Map 63 as Parcels 159, 157 and 158, pursuant to the provisions of Massachusetts General Laws, Chapter 45, Section 3, as it may hereafter be amended, and any enabling authority related to public parks and playgrounds, said Town Common to be managed and controlled by the Department of Public Works; to authorize the Department of Public Works to file on behalf of the Town of Northborough any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under the Land and Water Conservation Fund Act (P.L. 88-578, 78 Stat 897) as amended and any other law in any way connected with the scope of this Article; and to authorize the Department of Public Works to enter into all agreements and execute any and all instruments as may be necessary to accomplish said purchase, or take any other action relative thereto.

- This Article funds Phase II of the Town Common project, which entails the actual construction of the project. Phase I included land acquisition, site preparation and design.

ARTICLE 44: Community Preservation Fund – Green Street Debt Service MOTION PASSED

To see if the Town will vote to appropriate the sum of Forty Five Thousand Nine Hundred Dollars (\$45,900), 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 2018, or take any other action relative thereto.

- Final debt service payment associated with the purchase of the Green Street parcel.

ARTICLE 45: Community Preservation Fund – Historic Resources Reserve MOTION PASSED

To see if the Town will vote to appropriate the sum of Fifty Five Thousand Dollars (\$55,000), or any other sum, from the Community Preservation Fund revenues and place said amount in the Community Preservation Historic Resources Reserve Fund for the purpose of future historical property preservation or acquisition, or take any other action relative thereto.

- Funds for future acquisition or preservation of historical property.

ARTICLE 46: Community Preservation Fund – CPA Administration MOTION PASSED

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

Community Preservation Committee for expenses associated with the implementation of the Community Preservation Act including but not limited to clerical assistance, office supplies, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2018, or take any other action relative thereto.

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

ARTICLE 47: Adoption of Stretch Energy Code (Green Community) MOTION PASSED

To see if the Town will vote to amend Part 2 of the Northborough Town Code, Part 2 General Legislation, by adding a new Chapter 2-18, "Stretch Energy Code", shown below in underlined text and a copy of which is on file with the Town Clerk, for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of July 1, 2017, or take any other action relative thereto.

Chapter 2-18

STRETCH ENERGY CODE

§ 2-18-010 Definitions

§ 2-18-020 Purpose

§ 2-18-030 Applicability

§ 2-18-040 Stretch Code

§ 2-18-010 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts Building Code, the Stretch Energy Code is an appendix to the Massachusetts Building Code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

§ 2-18-020 Purpose

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the Building Code for new buildings.

§ 2-18-030 Applicability

This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with the applicable provisions of the Building Code, as indicated in 780 CMR 115.AA.

§ 2-18-040 Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is hereby incorporated by reference into the Town of Northborough General Bylaws, Chapter 2-18.

The Stretch Code is enforceable by the Inspector of Buildings or Building Commissioner and is effective as of July 1, 2017.

ARTICLE 48: Zoning Bylaw – 7-05-020, Classification of Uses 9 (Green Community) 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, I. Industrial uses, 2. Research and development, by adding the text shown below as underlined and deleting the text shown in strikethrough, or take any action relative thereto.

2. Research and development: An establishment or other facility for carrying on investigation in the natural, physical or social sciences, including, but not limited to, research and development of renewable or alternative energy technologies, or engineering and development as an extension of investigation with the objective of creating end products and the accessory development, fabrication, and light manufacturing of prototypes, or specialized machinery and devices integral to research or testing, provided such operations employing only electric or other substantially noiseless and inoffensive motor power, and are free from neighborhood disturbing agents such as odors, gas, fumes, smoke, cinders, refuse matter, electromagnetic radiation, heat, vibration, or noise, and further; provided that all accessory operations and storage of materials or finished goods are located entirely within an enclosed building and there is no outside storage of materials or finished goods.

ARTICLE 49: Zoning Bylaw – 7-05-030, Table of Uses Part B 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 of Uses, Table 1, Table of Uses, Part B, Commercial and Industrial Districts by deleting the text shown below in strikethrough and adding the text shown as underlined, or take any action relative thereto.

Vehicle Sales and Service

USES	DB	BE	BW	BS	HB	I
Auto filling or service station	N	N	N	N	BA	PB
Auto repair shop	N	BA <u>N</u>	BA <u>N</u>	BA	BA	PB
Auto body shop	N	N	BA <u>N</u>	N	BA	PB
Auto sales	N	N	N	N	BA	PB
Commercial parking	N	BA	BA	N	BA	PB

ARTICLE 50: Zoning Bylaw – 7-05-030, Table of Uses Footnote 9 & 7-06-030 Supplemental Regulations 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 of Uses, footnote 9, and Section 7-06-030, Supplemental Regulations, J. Supplemental density and dimensional regulations for certain use classes, by deleting the text shown below in strikethrough and adding the text shown as underlined, or take any action relative thereto.

Section 7-05-030 Table of Uses, footnote 9

9. The maximum number of multifamily units on a lot shall be eight (8) ~~six (6)~~ units by special permit in the Downtown Business and Business West Districts.

Section 7-06-030 J. Supplemental density and dimensional regulations for certain use classes

J. Supplemental density and dimensional regulations for certain use classes.

(1) Where vertical or horizontal mixed-use developments or multifamily or townhouse developments are allowed as of right or by special permit in a business district, the minimum lot area shall be determined as follows:

(a) In the Downtown Business District, for vertical or horizontal mixed-use developments, four thousand (4,000) square feet for the first two (2) units and two thousand five hundred (2,500) square feet per unit for each unit over two



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(2); and for multifamily or townhouse developments, ten thousand (10,000) square feet for the first two (2) units and three thousand five hundred (3,500) square feet per unit for each unit over two (2).

(b) In the Business East District, for vertical mixed-use developments, twenty thousand (20,000) square feet for the first two (2) units and three thousand five hundred (3,500) square feet per unit for each unit over two (2).

(c) In the Business West and Business South Districts, for vertical or horizontal mixed-use developments, forty thousand (40,000) square feet for the first two (2) units and five thousand (5,000) square feet per unit for each unit over two (2); and for multifamily developments, twenty thousand (20,000) square feet for the first two (2) units and ~~three thousand five hundred (3,500)~~ seven thousand (7,000) square feet per unit for each unit over two (2).

~~(d) In the Business South District, for vertical or horizontal mixed-use developments, forty thousand (40,000) square feet for the first two (2) units and five thousand (5,000) square feet per unit for each unit over two (2).~~

ARTICLE 51: Zoning Bylaw – 7-10-020 Common Driveways MOTION PASSED

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-10-020 Common Driveways, by deleting the text shown below in strikethrough and adding the text shown as underlined, or take any action relative thereto.

A. Common driveways may be allowed by special permit by the Planning Board, subject to the requirements of this section:

(1) For a common driveway serving two (2) lots:

(a) The centerline intersection with the street centerline shall not be less than sixty degrees (60°);

(b) A minimum cleared width of twelve (12) feet shall be maintained over its entire length;

(c) A minimum roadway surface of four (4) inches of graded gravel, placed over a properly prepared base, graded and compacted to drain from the crown shall be installed; and

~~(d) The driveway shall be located entirely within the boundaries of the lots being served by the driveway.~~

~~(2) A common driveway serving three (3) or more lots shall conform to the minimum road construction standards in the Northborough Rules and Regulations of Subdivision Control.~~

~~(3) Proposed documents shall be submitted to the Planning Board demonstrating that, through easements, restrictive covenants, or other appropriate legal devices, the maintenance, repair, snow removal, and liability for the common driveway shall remain perpetually the responsibility of the private parties or their successors in interest.~~

~~A. Common driveways may be allowed by special permit by the Planning Board, subject to the requirements of Section 10-36-130 of the Northborough Subdivision Rules and Regulations.~~

ARTICLE 52: Zoning Bylaw – 7-10-060 Temporary Moratorium Recreational Marijuana MOTION PASSED

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-10, Special Regulations, by adding a new Section 7-10-060 TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS, that would provide as follows, and further, to amend the Table of Contents to add Section 7-10-060 “Temporary Moratorium on Recreational Marijuana Establishments”, or take any action relative thereto.

A. Purpose. On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on April 1, 2018. Currently under the Zoning Bylaw, a non-medical Marijuana Establishment (hereinafter, a “Recreational Marijuana Establishment”), as defined in G.L. c. 94G, §1, is not specifically addressed in the Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments. The regulation of recreational marijuana raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address

the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

B. Definition. “Recreational Marijuana Establishment” shall mean a “marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.”

C. Temporary Moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. The moratorium shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.

ARTICLE 53: Zoning Bylaw – 7-10-070 Two-Family Dwelling Moratorium MOTION PASSED (Initial motion to pass over this article was defeated)

To see if the Town will vote to amend the Town’s Zoning Bylaw by adding a new Section 7-10-070, Temporary Moratorium On Two-Family Dwellings, that would provide as follows, and further, to amend the Table of Contents to add Section 7-10-070, “Temporary Moratorium on Two-Family Dwellings”, or take any action relative thereto.

SECTION 7-10-070 – Two-Family Dwelling Moratorium

A) Purpose. The Town of Northborough has recently seen a significant increase in the number of two-family dwelling units being constructed which potentially could affect the Town as a whole. Smaller single-family homes approximately 1000 square feet in size are being torn down and replaced with a two-family dwelling unit approximately 4000 square feet in size. There is an identifiable community need to establish long-term zoning regulations to ensure that such structures are consistent with

the existing neighborhoods and the Town's long term planning interests. The Town intends to adopt a temporary moratorium on the use of land and the construction of two-family dwelling units, and the issuance of special or building permits in connection with the same so as to allow the Town sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

B) Definitions.

Two-family dwelling: A detached residential building designed or intended or used exclusively as the home or residence of two (2) families. A two-family dwelling does not include a detached single-family dwelling with an accessory dwelling.

C) Temporary Moratorium

Notwithstanding any other provision in the Town of Northborough Zoning Bylaw to the contrary, no special or building permit may be issued for the construction of any two-family dwelling unit, until after May 1, 2018. The purpose of this temporary moratorium is to allow sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

ARTICLE 54: Zoning Bylaw – 7-03-050 Site Plans A PASSED OVER

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-03-050 Site Plans, A. Applicability, by adding the text shown below as underlined, or take any action relative thereto.

A. Applicability.

(1) Site plan approval by the Planning Board shall be required for the following uses or activities except where such uses or activities require a special permit:

(a) All new construction of any municipal, institutional, commercial, industrial, two-family or multifamily structure or purpose;

ARTICLE 55: Community Preservation Fund – White Cliffs Debt Service PASSED OVER

To see if the Town will vote to appropriate a sum of money from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for debt service and expenses associated with the White Cliffs property acquisition for the Fiscal Year 2018, or take any other action relative thereto.

- This Article provides funds to pay for debt service associated with the purchase of the White Cliffs property located at 167 Main Street.

ARTICLE 56: Reports PASSED OVER

11:26 p.m. motion made to dissolve the meeting. **MOTION PASSED**

Attendance 4/24/2017: 150

Total Registered Voters: 11,182

**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	Planning	508-393-5019
Counseling	Family & Youth Services	508-393-5020
Death Certificates	Town Clerk	508-393-5001
Dog Complaints	Animal Control Offices	978-897-5596
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	Police Headquarters, 211 Main Street	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

SERVICES	TOWN DEPARTMENT	PHONE #
Personnel Inquiries	Administration	508-393-5040
Plumbing, Gas, Electrical Permits	Building Department	508-393-5010
Property Info, Assessments, Record Cards	Assessors	508-393-5005
Public Housing	Housing Authority, 26 Village Drive	508-393-2408
Raffle Permits	Town Clerk	508-393-5001
Recreation Programs	Recreation	508-393-5034
Recycling Information/Bins	Town Clerk	508-393-5001
Residents Listing Book	Town Clerk	508-393-5001
Rubbish Collection	Town Clerk	508-393-5001
School-Age Child Care	NEDP	508-393-7020
School Administration	Supt., 53 Parkerville Rd., Southborough	508-486-5115
Senior Center Information	Senior Center, 119 Bearfoot Road	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
Veterans Information	Veterans Agent	774-551-5782
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/Variations	Planning	508-393-5019

