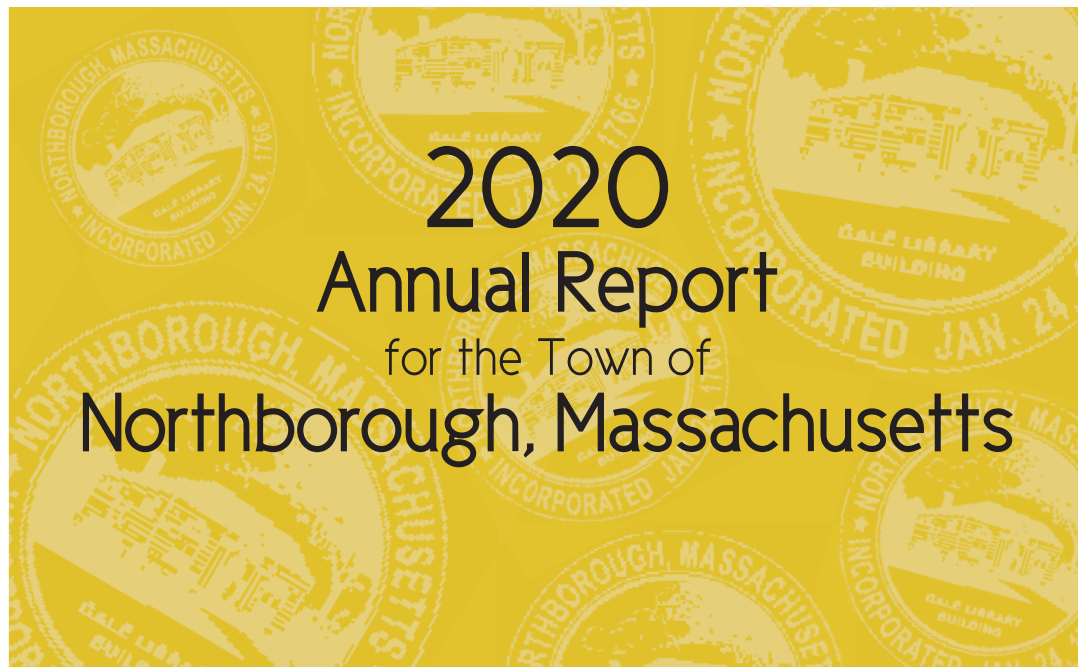


FACES OF OPTIMISM

Vaccine Clinic, Northborough Senior Center





FACES OF OPTIMISM Vaccine Clinic, Northborough Senior Center



The Town of Northborough held its first COVID-19 vaccine clinic out of the Senior Center after several months of staff planning, organizing, and advocating for our residents. As we opened the doors to staff and volunteers, the feelings of hope and optimism ran high. It was wonderful to hear the building full of conversation and laughter again. Endless thanks to the Town officials involved in the clinic who worked tirelessly and advocated fiercely to ensure Northborough residents had access to the vaccine. Also, many thanks to the volunteers and residents who supported this effort and made it a reality.



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Community Profile

Incorporated

- 1766

Land Area

- 18.72 Sq. Miles

Public Roads

- 92.76 Miles

County

- Worcester

Population

- 14,994

Form of Government

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

FY2021 Tax Rate per Thousand

- \$17.12

FY2021 Average Single Family Home Value

- \$461,432

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

www.town.northborough.ma.us

Town Offices

63 Main Street

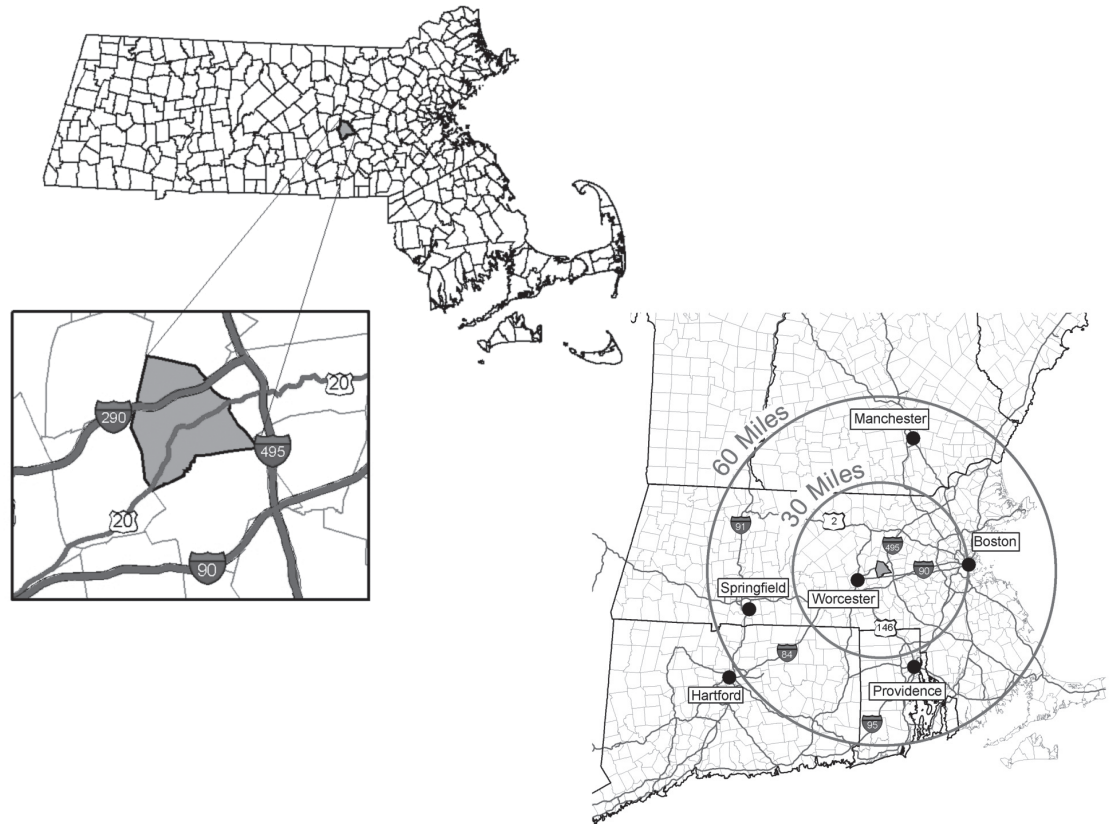
Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

townadmin@town.northborough.ma.us

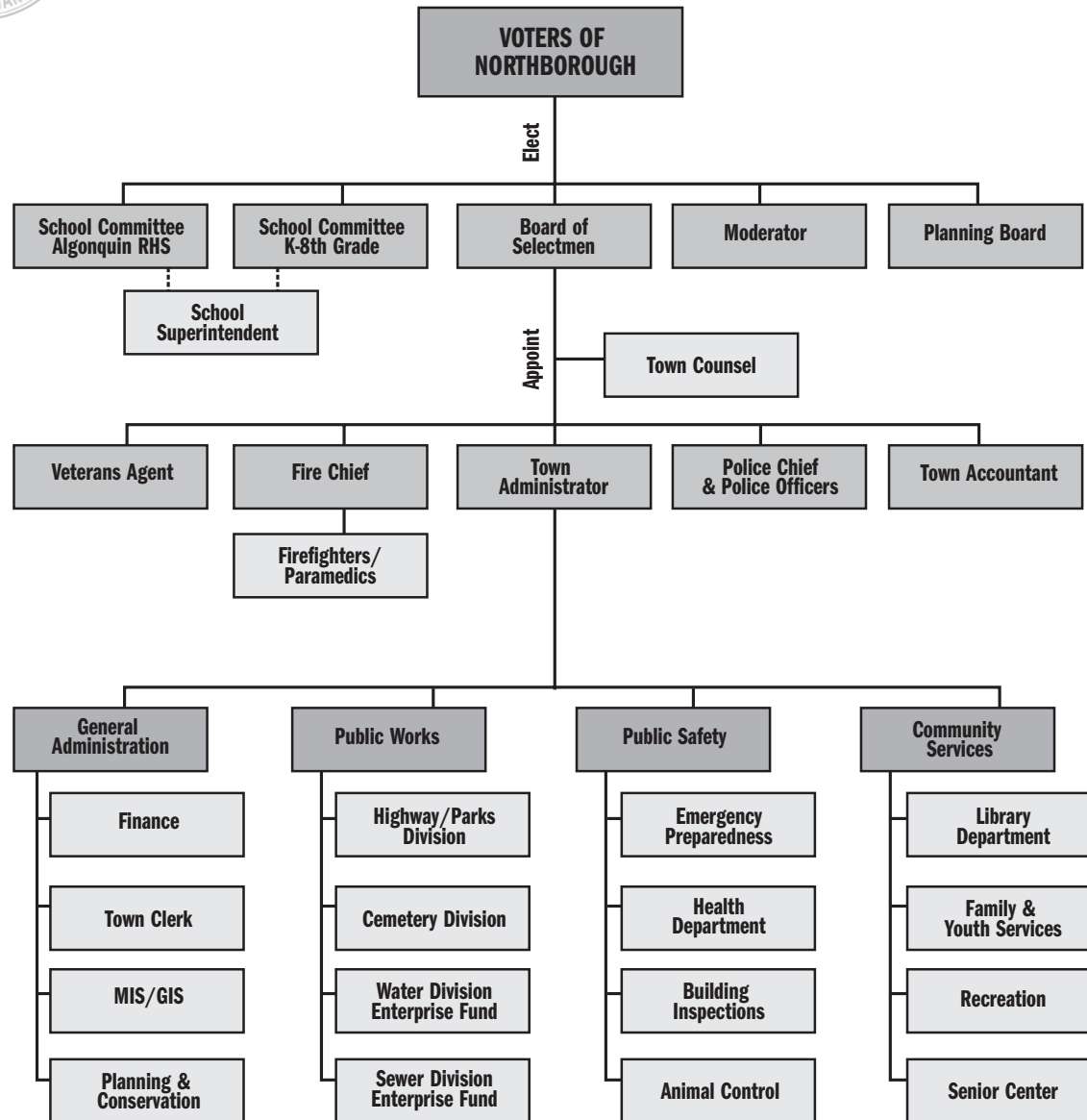
In The Center Of It All: Northborough, Massachusetts



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

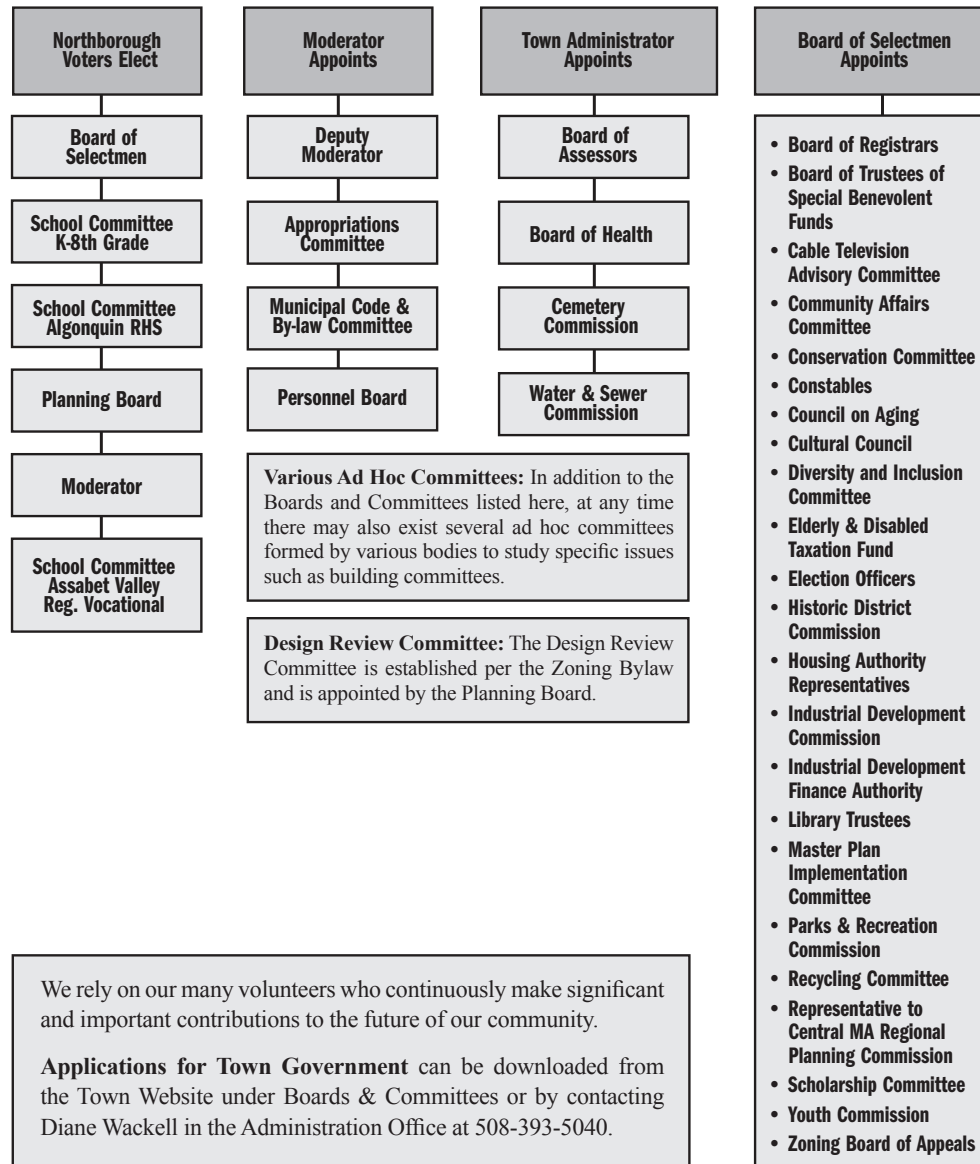


Personnel Appointing Authority

- **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, Police Chief, Fire Chief, 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

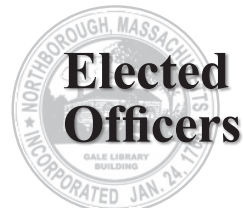
State Rep. 4th Middlesex District

(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

Julianne Hirsh

Timothy Kaelin

T. Scott Rogers

Leslie Rutan

Planning Board

Kerri Martinek, Chair

Michelle Gillespie

Millie Milton

Amy Poretsky

Anthony Ziton

Assabet Valley Regional Vocational District School Committee

Virginia Simms George

Northborough School Committee

Keith Lebel, Chair

Lauren Bailey-Jones

Joan Frank

Kelly Guenette

Erin Tagliaferri

Northborough/Southborough Regional School Committee

N-Joan Frank, Chair

N-Karen Ares

N-Christopher Covino

N-Kathleen Howland

N-Sean O'Shea

S-Paul Butka

S-Paul Desmond

S-Kathleen Harragan Polutchko

S-Cathy Kea

S-Daniel Kolenda



Boards, Committees & Commissions

Council on Aging

Adrienne Cost, Chair

Jarl Anderson

Lee Beavers

Linda Cragin

Phylis Muthee

Virginia Simms George

Council on Aging, *cont.*

Muriel Swenor

Alice Stapelfeld

Appropriations Committee

Elaine Kelly, Chair

George Brenckle

Robert D'Amico

Janice Hight

Richard Nieber

Anthony Poteete

Board of Assessors

Julie Brownlee, Principal

James Dillon

Christopher Reidy

**Daniel Brogie, Principal*

**Arthur Holmes*

Cable Television Advisory Committee

Richard Swee, Chair

Cemetery Commission

Gail Forsberg

Cheryl Fraser

William Graham

Community Affairs Committee

Lisa Hodge, Chair

Elizabeth Bedard

Suzanne Cieslica

Rebecca Foley Mihopoulos

Jessica Hey

Pamela Markey

Tricia Olival

Beth Paine

Lisa Smith

Community Preservation Committee

John Campbell, Chair (Open Space)

Andrew Clark

Jeffrey Leland

Peter Martin

Sean Durkin (Parks & Rec)

Leslie Harrison (HDC)

Millie Milton (Planning Board)

**Resigned/Term Expired/Other*



Boards, Committees, Commissions

Community Preservation Committee, *cont.*

Todd Helwig (Conservation)
Rita Osborne (Housing Authority)

Conservation Commission

Gregory Young, Chair
Thomas Beals
Daniel Clark
Justin Dufresne
Diane Guldner
Todd Helwig
Kelley Marston
**Wayne Baldelli*

Cultural Council

Selvi Oyola, Chair
Craig Cox
Suzanne Cox
Heidi Knight
Bich-Ngan Nguyen
Leslie Shore
Loredana Tiron-Pandit
Terry Underwood

Design Review Committee

Michelle Gillespie, Chair
Lisa Maselli
Diana Nicklaus
Tom Reardon
David Veron

Diversity & Inclusion Committee

Lashika Holland
Mariam Ibrahimi
Mary Leach
Hamilton Soriano
Diedra Wrighting

Diversity & Inclusion, *cont.*

Lauren Bailey (School Committee)
Timothy Kaelin (Board of Selectmen)
Virginia Simms George (Council on Aging)

Earthwork Board

Janet Sandstrom, Chair
Thomas Beals
Ronald Doucett
Frederic Philcox
Anthony Pini

Elderly & Disabled Taxation Fund Committee

Jennifer Critchlow
Cynthia Moore
Muriel Swenor

Financial Planning Committee

David DeVries, Chair
Michael Hodge
William Peterson, Jr.
John Rapa
Thomas Spataro
**T. Scott Rogers*

Fire Station Building Committee

Daniel Brillhart
Mitch Cohen
Jamie Desautels
Elaine Kelly
David Parenti
Dawn Rand
Richard Smith

Groundwater Advisory Committee

Theresa Capobianco
Bryant Firmin
Diane Guldner
Jason Perreault
Amy Poretsky

Board of Health

Glenn French, Chair
Theresa Capobianco
Dilip Jain
Swati Sane

Historic District Commission

Normand Corbin, Chair
Bruce Chute
Michael Duchesneau
Leslie Harrison
Brian Smith
Millie Milton
Brian Swanson
Robert Licht - Alternate
**Alexandra Molnar*
**Zenya Molnar*

Housing Authority

Rita Osborne, Chair
Rae Carlsen
Andrew Dowd
Brad Newman
Elaine Solomon

Housing Partnership

Michael Durkin
Nicole Carey
Jane Fletcher (Council on Aging)

Industrial Development Commission

Budhinath Padhy
**Mark Donahue*

Industrial Development Finance Authority

George Pember, Chair
Francis McKenna

Library Trustees

Michelle Rehill, Chair
Mitch Cohen
James Hogan
Neeta Karanjkar
Jocelyn McElhiney
Charles Recchia
Joan Scott
Hamilton Soriano
Richard Tucker

Master Plan Implementation Committee

Fran Bakstran
John Campbell
Jeanne Cahill
Dario DiMare
Eugene Kennedy
Rick Leif
Tracey Cammarano (Parks & Recreation
Commission)
Adrienne Cost (Council on Aging)
Ashley Davies (Open Space)
Timothy Kaelin (Board of Selectmen)
Millie Milton (Historic District Commission)
William Peterson, Jr. (Financial Planning
Committee)
Amy Poretsky (Planning Board)

Municipal Code & Bylaw Committee

Andrea Leland
Brian Strand

Open Space Committee

John Campbell, Chair
Brian Belfer
Ashley Davies
Leslie Harrison
Paul Tagliaferri
Timothy Kaelin (Board of Selectmen)
David Putnam (Parks & Rec)
Daniel Clark (Conservation)
Anthony Ziton (Planning Board)

Parks & Recreation Commission

Mark Awdycki
Tracey Cammarano
Sean Durkin
Gary Maggolino
Faith Stevens
**David Putnam*

Personnel Board

Virginia Simms George, Chair
Charles Frankian
Lisa Studholme

**Resigned/Term Expired/Other*



Recycling Commission

Justin Fisher
Ingrid Molnar
June Stokoe
Brian Swanson
Jane Walsh

Board of Registrars

Andrew Dowd, Ex-Officio
Richard Hagen
Claire Swan

Scholarship Committee

Robert D'Amico, Chair
James Kihungi
Marjorie Markson
Kelly Moran
Kerry Thornton-Genova

Trails Committee

Robert Mihalek, Chair
Brian Belfer
William Cobb
George Curtis
Sherral Devine
James Klinkenberg
Forest Lyford
James Stein
Marielle Stone

Trust Funds Committee

Andrea Leland
Marcia Roman
Karen Scopetski

Water & Sewer Commission

John Meader, Chair
Bryant Firmin
David Pepe

White Cliffs Committee

Diana Nicklaus
Tom Reardon
Normand Corbin - HDC Rep
Todd Helwig - CPC Rep
Julianne Hirsh - BOS Rep

Youth Commission

Sandra Scott, Chair
Gretchen Bean
Sherry Clark
Joan Clementi
Gila Schneider Nachum
Casey Rickli
**James Harrington*

Zoning Board of Appeals

Fran Bakstran, Chair
Brad Blanchette
Richard Rand
Mark Rutan
Paul Tagliaferri
Leslie Harrison - Alternate
Jeffrey Leland - Alternate

**Resigned/Term Expired/Other*

Meeting Schedule

Annual Town Meeting	4th Monday in April	7:00 PM	Algonquin High School Auditorium
Annual Town Election	2nd Tuesday in May	7AM - 8 PM	Melican Middle School
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 many of the Boards and Committees.

**Town Administrator**

John W. Coderre

Assistant Town Administrator

Rebecca Meekins

Executive Assistants

Lynda LePoer

Diane Wackell

Finance Director

Amy Haley

Asst. Treasurer/Collector

Kristi Dagle

Asst. Tax Collector

Marijane Pescaro

Financial Assistant

Ashley Snell

Town Accountant

Jason Little

Assistant Town Accountant

Peter Crepeault

Principal Assessor

Julie Brownlee

**Daniel Brogie*

Assessors

James Dillon

Christopher Reidy

**Arthur Holmes*

Assessor's Assistants

Tiffany Peters

**Megan Hennessy*

**Julie Brownlee*

Town Clerk

Andrew Dowd

Assistant Town Clerk

Karen Wilber

Town Counsel

KP Law

Town Planner

Kathryn Joubert

Town Engineer

Fred Litchfield

Administrative Assistant

Michelle Cilley

**Debora Grampietro*

Conservation Agent

Mia McDonald

Conservation/Earthwork Board**Secretary**

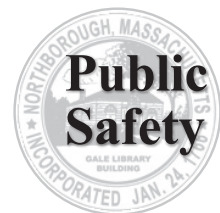
Melanie Rich

ZBA Board Secretary

Elaine Rowe

Town Hall/Police Custodian

Hosannah Pires

**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

Detectives

Kevin Fruwirth

**Scott Maffioli*

Patrol Officers

Kostas Agiomavritis

Michael Bisset

Christopher Buzzell

Kyle Crewe

Phillip Martin

Thomas McDonald

Sean Montville

Daniel Murphy

Stephen Sullivan

Brendan Woeller

**Jeffrey Noel*

Special Officers

Erica Abro

James Bruce

Michael Rice

Administrative Assistant

Karen Mueller

Supervisor of Communications**& Records**

Chris Carleton

Dispatchers

Amie Bullard

Christopher Cherry

Katie Mick

Veronica Mueller

Michael Rice

Amanda Stone

Fire Chief

David Parenti

Fire Captains

Daniel Brillhart

Jamie Desautels

Frederick Hurst

Robert Theve

Firefighter/Paramedics

Patrick Doucimo

Morgan Doyle

Richard Duong

Peter Galas

Brian Hatch

Patrick McManus

Jeremy Peters

Douglas Pulsifer

Scott Reynolds

Anthony Riccardo

Joel Rosenkrantz

Ryan Snee

Christopher Tetreault

Cameron Tracia

Matthew Tufo

Todd Yellick

**Steven Brosque*

**James Kelley*

**Dylan Kessler*

Firefighter/EMT

**Michael Gaudette*

Call Firefighters/EMTs

Donald Charest

Brett Rand

Michael Serapiglia

**Daniel Gaudette*

**Aleksandra Pond*

Administrative Assistant

Lorraine Cain

Chaplain

Richard Martino

Haz Mat Assistant

Michael Borowiec

Inspector of Buildings

Robert Frederico

Local Building Inspector

Christopher Lund

**Resigned/Term Expired/Other*



Public Safety

Administrative Assistants

Katie Holt
Angie Sowden

Plumbing & Gas Inspector

A. Richard Desimone

Wiring Inspector

Robert Berger



Public Service

Cable Access Director

Kathleen Dalgliesh

Studio Assistants

Terry Crean
Dana Volke

MIS/GIS Director

David Kane

Assistant MIS/GIS Director

John Sabatini

DPW Director

Scott Charpentier

Administrative Assistants

Sarah Jean
Robert Luke
**Janet Naughton*



Public Service

Highway/Parks Superintendent

David Robillard

Highway/Parks Supervisors

Donald LeBlanc
David Lane

Heavy Equipment Operators

Jason Bates
Christopher Carlin
Edward Faford
Richard Frederick
Lucas Szufat
**Richard Pelletier*

Light Equipment Operators

Matthias Bradshaw
Robert Currier

Mechanic

Michael Roberts

Water/Sewer Supervisor

Timothy Davison

Water/Sewer Maintenance Workers

Taylor Cheverier
Steven Jobes
Jeremy Weeks



Health & Human Services

Health Agent

Kristin Black
**Casey Mellin*

Administrative Assistants

Katie Holt
Angie Sowden

Senior Center Director

Liz Tretiak
**Kelly Burke*

Program Coordinators

Victoria Killeen
**Terry Leo*

Outreach Coordinator

Jocelyn Ehrhardt

Office Assistant

Nancy Dragon

Van Drivers

Keith Cofer
Warren Johnson
Robert Lang
Dennis Parker
**William Daley*

Family & Youth Services Director

June David-Fors

FYS Counselor

Ayako Reich

Office Assistant

**Kate Gonzalez*

Veterans' Services Director

Justin Sousa



Culture & Recreation

Library Director

Jennifer Bruneau
**Christopher Lindquist*

Librarians

Deborah Hersh
Katrina Ireland
Donna Kafel
Bonny Krantz

Circulation Desk Supervisor

Kristen Bartolomeo

Library Assistants

Carlina Arsenault
Rachael Hutchins
Geneinde Jones
Eric Wang
Lindsay Ward
**Srikala Rajendran*
**Diane Richmond*

Financial Assistant

Kathleen Whitman

Recreation Director

Allison Lane

Administrative Assistant

**Michelle Lyseth*

**Resigned/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.
- Regularly scheduled meetings are broadcast live and can be viewed on all multimedia devices by looking up "Northborough Cable" on YouTube.

A Year Unlike Any Other: Pandemic 2020

The Pandemic of 2020 disrupted every aspect of the routine of daily living to which we are accustomed. The few words written here cannot adequately capture the extent of impact to our community: inability to gather with family and friends; loss of jobs or reduction of working hours; pivot to remote learning in our schools; challenges faced by local businesses to remain economically viable. Public gatherings such as the Memorial Day observance, Applefest, and Annual Tree Lighting were conducted entirely or largely virtually. Sports, music, arts, other group extracurricular activities – significantly, high school graduation – were curtailed or eliminated, brought to an unsatisfying conclusion.

The reports of the municipal departments in the pages that follow will recount the pandemic-induced challenges faced, and adaptations made, in fulfilling their missions. Among the continuing efforts are information gathering and update on the Town website; outreach to meet the needs of our most vulnerable citizens; coordination of vaccination opportunities; budgetary planning and risk assessment; and team/schedule protocols for the Town employees themselves to ensure their well-being and preserve continuity of municipal operations.

The Board encourages the continued efforts of our community members to adhere to recommended protective

measures, to assist those in need, and to support our local businesses. Further, the Board gratefully acknowledges the contributions of our Town employees, many of whom work extra hours and willingly take on additional duties in service to the Town during these extraordinary and demanding circumstances.

Communication is Key

The Town of Northborough strives to continuously improve its communication and processes. Open communication goes a long way in helping to bridge the gap between residents, community groups, boards and committees and Town staff. In order to build better relationships, each Selectmen's Agenda includes a public comments portion in order to provide an opportunity for residents to come before the Board to provide constructive feedback on any topic.

Visit us online at www.town.northborough.ma.us

The Town's website is full of important and helpful information about your community and focuses on four goals: inform the public; increase transparency; create efficiencies in provision of services; and improve ease of use. The website offers a number of online services including tax and utility bill payments, submittal of permit applications, interactive GIS viewer, and a bid/RFP module.

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 various Boards and Committees. Currently there are 1541 residents, up from 1155 this time last year, who have taken advantage of the Town News Subscription service. We would like to see every resident subscribe to receive these emails as this is a timely and cost-effective communication tool.

Volunteers Help Shape Our Community

We strongly encourage residents to attend any of the various Board or Committee meetings and to consider volunteering to serve on a Board or Committee. Interested residents

can view current membership and vacancies and apply online by visiting the Town's online Board and Committee Information Center. Our sincere appreciation goes out to all the volunteers who contribute to making our community a great place in which to live, work, play and raise a family.

Finances

Northborough taxpayers continue to receive an outstanding value for their tax dollars, especially as finances continue to present a challenge with respect to the needs of our community and our ability to continue to provide the level of Town services that the community has come to expect. 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 government budgeting. As of the FY2020 budget, the Town had received ten consecutive national budget awards from the Government Finance Officers Association. Please see the Town Administrator's report to learn about the value of receiving this prestigious award.

Master Plan

The work of the Master Plan Steering Committee was completed upon the adoption of the Master Plan in early 2020. In late 2020, the Board established the Master Plan Implementation Committee, which will begin its work in 2021 to proceed with next steps and recommend actions to implement elements of the Plan.

Diversity and Inclusion

In the aftermath of national events giving rise to the Black Lives Matter movement, the Board established the Diversity and Inclusion Committee to examine ways to promote, appreciate, and implement diversity and inclusion throughout the Northborough community. The Committee's work will culminate in a set of recommendations to the Board in 2021.

In Memoriam: Roger Leland

Roger Leland's service to the Town spanned more than 30 years and many roles, including more than two decades on the Financial Planning Committee. Roger was a man of tall stature and dignified bearing, whose rich baritone commanded the attention of the room when he rose to speak at Town Meeting. Roger passed away in January 2020; his humor, wisdom, and counsel will be greatly missed.

JULY 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
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Town Administrator

John W. Coderre, *Town Administrator*

As I write this Annual Report it strikes me just how unprecedented this past year has been for our community on so many levels. FY2020 was dominated by the impacts of the COVID-19 pandemic, including a local declaration of emergency, the closure of all Town facilities, and implementation of the Town's Continuity of Operations Plan (COOP) designed to ensure that critical functions remain uninterrupted.

A COVID-19 Task Force was formed early in the pandemic to coordinate issues and responses, both internal and external to the organization. Policies and procedures were put in place to facilitate remote work and new hardware and software systems were deployed. Remote meeting platforms were put in place to allow boards and committees to meet and conduct Town business.

A dedicated website was developed to provide continuous, real-time information to residents and businesses regarding the pandemic. And an unprecedented level of outreach was undertaken to make sure our at-risk and vulnerable residents had the supplies and services they needed. Staff took the time to contact every senior in Town at least twice, and partnered with the food pantry and other local community groups to ensure any food security issues were quickly addressed.

In conjunction with the School Department, a COVID-19 testing program for all students and staff was put into place to monitor the safety of operations. To fund the response actions, Administration and Finance oversaw the processing,

tracking, and reporting of emergency grants and relief funds, including FEMA reimbursements and Coronavirus Relief Funds. Throughout the entire period critical services were never interrupted, and all Town Departments remained accessible.

In January of 2021, staff began planning and organizing local COVID-19 vaccination clinics at the Senior Center, which focused on vaccinating seniors and at-risk members of our community. While simultaneously planning for and running the local clinic, the Town also partnered with seven area communities to spearhead a regional clinic, which was approved by the State and will continue operations until it is no longer needed.

Financially, the last year has been unprecedented in terms of economic uncertainty as the State's economy was shut down and reopened in everchanging phases. Local businesses were impacted and local receipts such as restaurant taxes, motor vehicle excise taxes, hotel and meals taxes, and building permit fees plummeted.

Despite the original FY2021 budget process being completed in March of 2020, the financial impacts of the pandemic caused the Town to revise all its revenue projections and significantly reduce both capital and operating budget plans. Working in collaboration with the School Department and the financial Boards and Committees, the Town was able to present a revised budget that was balanced, preserved core services, and anticipated the worst case scenarios for state aid and local revenues due to the economic shutdown.

Under special State legislation, the 2020 Annual Town Meeting was delayed until July 18th and was ultimately



Northborough Town Offices, 63 Main Street

held outdoors due to COVID-19 safety concerns, while an emergency 1/12th budget process was used to start FY2021. Once final state aid figures were approved in late fall, the Town was in the enviable position of being able to continue with its approved budget, which resulted in tax relief for all residents and businesses. Based upon the reduced budgets and level funded state aid, the average single-family home tax bill in FY2021 declined by \$65.

I wish to thank all the Town staff and volunteers who worked tirelessly this past year to ensure that we never lost our sense of hope or community spirit. Your dedication, commitment and courage deserve our deepest gratitude and admiration.

AUGUST 2021

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Finance Department

Jason Little, *Finance Director/Town Accountant*
Amy Haley, *Treasurer/Collector*
Julie Brownlee, *Principal Assessor*

The Town's Finance Department is comprised of three divisions: Accounting, Assessing, and Treasurer/Collector.

The Town's financial position remains solid, having completed FY2020 with an unassigned fund balance in the General Fund of \$11.06 million. Total reserves remained steady with certified Free Cash at \$1.98 million and the Stabilization Fund balance at \$5.06 million. In total, the reserves represent over 10.0% of the FY2020 general fund budget. The Town's Independent Auditor completed the FY2020 audit in accordance with generally accepted auditing standards and determined that there were no material weaknesses.

Globally, the economic effects of COVID-19 throughout calendar year 2020 were dramatic and far reaching. The year marked a decline in global markets, with the FTSE index declining by 14.3%. While in the United States, both the Dow Jones Industrial and the S&P 500 Indexes closed at record highs with increases of 7.3% and 16.3% respectively. Analysts attribute the positive market performance to the announcement of approved vaccinations and the U.S. government's stimulus efforts. Though, unemployment remains high nationally which casts a shadow of uncertainty over economic forecasts. At the State level, the January 2021 "revenue consensus" hearing, which starts the State's FY2022 budget process, provided expert testimony that included a midrange 4% increase over FY2021 for projected revenues. Though these forecasts rely on optimistic assumptions that vaccinations will be effective and federal aid continues. At the local level, FY2020 closed with revenue budgets meeting targets modestly however positive fund performance was primarily due to appropriation close-outs, which were more pronounced following municipal activities being constrained by COVID. These conditions will lead to the Town continuing its conservative budgeting practices while embarking on another challenging budget year.

Balance Sheet - Governmental Funds - June 30, 2020

	General Fund	Nonmajor Governmental Funds	Total
Assets			
Cash and cash equivalents	\$ 10,459,507	5,598,655	16,058,162
Investments	5,057,133	5,267,599	10,324,732
Receivables:			
Property taxes	902,937	9,110	912,047
Tax liens and foreclosures	673,894	4,061	677,955
Motor vehicle excise	290,700	-	290,700
Departmental	750	443,706	444,456
Less: allowance for abatements	(496,891)	-	(496,891)
Less: allowance for uncollectibles	(86,514)	(77,427)	(163,941)
Due from other governments	755,469	540,410	1,295,879
Inventory	-	17,787	17,787
Total assets	17,556,985	11,803,901	29,360,886
Deferred Outflows of Resources			
All deferred outflows	-	-	-
Total assets and deferred outflows of resources	\$ 17,556,985	11,803,901	29,360,886
Liabilities			
Warrants and accounts payable	\$ 975,252	113,795	1,089,047
Accrued payroll and withholdings	2,724,801	70,425	2,795,226
Notes payable	-	1,609,000	1,609,000
Other liabilities	113,556	1,539	115,095
Total liabilities	3,813,609	1,794,759	5,608,368
Deferred Inflows of Resources			
Unavailable revenue	1,685,993	383,969	2,069,962
Fund balances			
Nonspendable	-	846,934	846,934
Restricted	-	8,300,947	8,300,947
Committed	-	-	-
Assigned	997,877	477,292	1,475,169
Unassigned	11,059,506	-	11,059,506
Total fund balances	12,057,383	9,625,173	21,682,556
Total liabilities, deferred inflows of resources and fund balances	\$ 17,556,985	11,803,901	29,360,886

SEPTEMBER 2021

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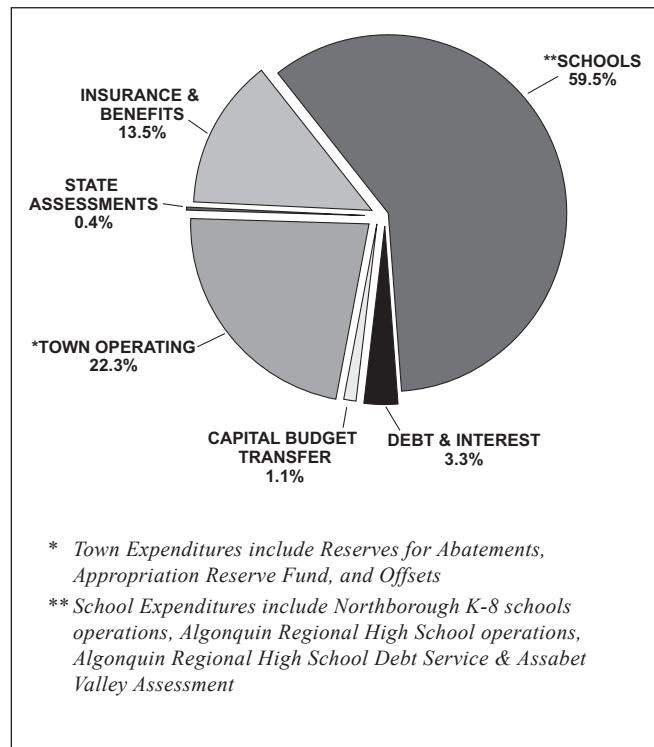


Finance Department

Budget in Brief

The FY2021 Budget relies on projections regarding available revenue which are conservatively budgeted. The tax revenue budget is based upon an established ceiling of revenue derived from local property taxes in accordance with Proposition 2 ½. Added to these are estimated revenues from State Aid, Local Receipts such as fees, permits, interest earned as well as transfers from available funds such as Free Cash and Special Revenue funds.

Fiscal Year 2021 Expenditures



FY2021 Budget

EXPENDITURES	FY2020 Budget	Adopted	Variance	% Change
General Government (Town)	\$22,391,273	\$22,913,699	\$522,426	2.33%
Schools				
Northborough K-8	\$24,928,558	\$25,177,844	\$249,286	1.00%
Algonquin Reg. HS 9-12	\$12,252,514	\$12,587,175	\$334,661	2.73%
Algonquin Debt Exclusion	\$621,442	\$632,229	\$10,787	1.74%
Assabet Valley	\$694,822	\$865,186	\$170,364	24.52%
Assabet Valley Debt	\$141,488	\$137,660	-\$3,828	-2.71%
Warrant Articles				
Reserve Fund	\$175,000	\$375,000	\$200,000	114.29%
Free Cash Capital Projects	\$861,167	\$712,775	-\$148,392	-17.23%
Transfer to Stabilization	\$200,000	\$0	-\$200,000	-100.00%
Transfer to OPEB Trust	\$550,000	\$0	-\$550,000	-100.00%
Zeh School Debt	\$350,578	\$0	-\$350,578	-100.00%
Colburn St. Debt Service	\$62,315	\$59,923	-\$2,393	-3.84%
Library Debt Service	\$364,928	\$354,248	-\$10,681	-2.93%
Senior Center Debt Service	\$394,645	\$380,145	-\$14,500	-3.67%
Lincoln Street Debt	\$1,075,875	\$1,051,475	-\$24,400	-2.27%
Fire Station Debt	\$0	\$17,098	\$17,098	
Other Funds	\$952,083	\$755,886	-\$196,197	-20.61%
Adjustments	-\$45,821	\$220,180	\$266,001	-580.52%
Subtotal General Fund	\$65,970,867	\$66,240,522	\$269,655	0.41%
Water Enterprise Funds	\$2,548,680	\$2,600,970	\$52,290	2.05%
Sewer Enterprise Fund	\$2,244,114	\$2,296,295	\$52,181	2.33%
Solid Waste Enterprise Fund	\$933,959	\$873,550	-\$60,409	-6.47%
Subtotal Enterprise Funds	\$5,726,753	\$5,770,815	\$44,062	0.77%
TOTAL ALL FUNDS	\$71,697,620	\$72,011,337	\$313,717	0.44%



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, 2020 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 2020 statements reflect implementation of GASB Statements through #75, 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 from the Town Accountant's webpage.



Statement of Net Position – June 30, 2020

	Governmental Activities	Business-Type Activities	Total
Assets			
Current assets:			
Cash and cash equivalents	\$ 16,058,162	8,550,353	24,608,515
Investments	10,324,732	-	10,324,732
Receivables (net of allowance for uncollectibles)	1,664,326	305,835	1,970,161
Unbilled revenue	-	1,236,799	1,236,799
Due from other governments	1,295,879	444	1,296,323
Other assets	17,787	-	17,787
Total current assets	29,360,886	10,093,431	39,454,317
Non-current assets:			
Special assessments	-	438,220	438,220
Due from other governments	-	6,465	6,465
Capital assets:			
Assets not being depreciated	9,759,535	2,911,023	12,670,558
Assets being depreciated, net	60,391,747	14,786,824	75,178,571
Total non-current assets	70,151,282	18,142,532	88,293,814
Total assets	99,512,168	28,235,963	127,748,131
Deferred Outflows of Resources			
Deferred amounts related to OPEB	518,262	5,248	523,510
Deferred amounts related to pensions	2,667,310	91,595	2,758,905
Total deferred outflows	3,185,572	96,843	3,282,415
Liabilities			
Current liabilities:			
Warrants and accounts payable	1,089,047	251,180	1,340,227
Accrued payroll and withholdings	2,795,226	18,125	2,813,351
Other accrued liabilities	115,095	-	115,095
Accrued interest payable	141,133	26,506	167,639
Due to other governments	-	4,626,579	4,626,579
Notes payable	1,609,000	821,000	2,430,000
Compensated absences	291,039	22,216	313,255
Bonds payable	1,594,000	686,456	2,280,456
Total current liabilities	7,634,540	6,452,062	14,086,602
Noncurrent liabilities:			
Compensated absences	185,501	6,000	191,501
Other post employment benefits	35,862,429	453,095	36,315,524
Net pension liability	29,948,041	1,122,145	31,070,186
Bonds payable	15,873,000	3,763,633	19,636,633
Total noncurrent liabilities	81,868,971	5,344,873	87,213,844
Total liabilities	89,503,511	11,796,935	101,300,446
Deferred Inflows of Resources			
Deferred amounts related to OPEB	9,344,708	118,287	9,462,995
Deferred amounts related to pensions	1,158,049	39,767	1,197,816
Total deferred inflows	10,502,757	158,054	10,660,811
Net Position			
Net investment in capital assets	51,075,282	12,438,868	63,514,150
Restricted for:			
Permanent funds - nonexpendable	829,147	-	829,147
Permanent funds - expendable	369,064	-	369,064
Capital projects	2,763,311	554,710	3,318,021
Grants and other	5,570,328	-	5,570,328
Unrestricted	(57,915,660)	3,384,239	(54,531,421)
Total net position	\$ 2,691,472	16,377,817	19,069,289



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 five critical objectives: Timely tax billing; Tax equity whereby each taxpayer pays only their fair share of the tax burden; Capture all new growth revenue; Administration of the real estate, personal property and motor vehicle excise tax through prompt, courteous, honest and thorough public service; Enhancement of public awareness of both legislative changes in tax laws and relief programs for qualified local taxpayers.

The town currently has 6,266 taxable real and personal property accounts, of which 4,063 are single family residences. Various new development projects have provided \$65.4 million of new growth valuation and our total assessed valuation for FY2021 has increased to \$3.17 billion. Our tax base is diverse, with the ten largest taxpayers accounting for 13.4% of the total assessed valuation.

Treasurer/Collector's Division

The Treasurer/Collector's Office is responsible for billing and collection of property taxes, motor vehicle excise taxes, and the receipt of various permits and licenses. In addition, the Division is responsible for reconciliation of bank accounts, long and short-term investments, long and short-term borrowing, payroll processing, income tax reporting, and benefit administration for active and retired employees (health, dental, disability and life insurance). The Treasurer/Collector's Division receives, manages and disperses all funds of the Town in accordance with Massachusetts General Laws and the Town of Northborough Financial Policies. The Town's property tax collections remain strong with a collection rate over 98% through the last ten years.

Valuation by Classification

VALUATION	FY2017	FY2018	FY2019	FY2020	FY2021
RESIDENTIAL	2,013,539,345	2,091,939,208	2,211,760,440	2,295,831,540	2,314,669,040
OPEN SPACE	0	0	0	0	0
COMMERCIAL	322,825,207	335,105,282	342,787,654	358,803,898	359,720,799
INDUSTRIAL	268,128,185	275,437,940	290,908,445	316,627,605	390,419,470
PERSONAL PROPERTY	90,963,940	91,397,760	95,335,440	102,343,000	103,867,420
TOTAL VALUATION	2,695,456,677	2,793,880,190	2,940,791,979	3,073,606,043	3,168,676,729
 TAX RATE (per thousand)	 \$17.39	 \$17.39	 \$17.15	 \$17.25	 \$17.12
 AVERAGE HOME VALUE	 408,144	 422,078	 447,273	 461,744	 461,432
 AVERAGE TAX BILL	 \$7,098	 \$7,340	 \$7,671	 \$7,965	 \$7,900

Top Ten Taxpayers in Fiscal Year 2021

			VALUATION	TAXES ASSESSED	TOTAL
1	EQUITY ONE JV SUB NORTHBOROUGH	NORTHBOROUGH CROSSING I	103,800,000	1,777,056	3.28%
2	AVB NORTHBOROUGH INC	AVALON BAY COMMUNITIES	85,347,100	1,461,142	2.69%
3	MASSACHUSETTS ELECTRIC	NATIONAL GRID	35,929,370	615,111	1.13%
4	G&I IX FORBES WHITNEY LLC	FORBES RD / WHITNEY ST	35,341,400	605,045	1.12%
5	HILLSIDE XI LLC	330 & 350 BARTLETT ST	34,967,200	598,638	1.10%
6	TREA ONE BEEMAN RD LLC	1 BEEMAN RD	33,008,560	565,107	1.04%
7	IRON MOUNTAIN INFORMATION MNGMT	171-175 BEARFOOT RD	28,094,210	480,973	0.89%
8	REEP-IND LYMAN MA LLC	55 LYMAN ST	26,917,300	460,824	0.85%
9	CEGM NORTHBOROUGH LLC	GENZYME CORPORATION	22,430,400	384,008	0.71%
10	301 BARTLETT STREET LLC	301 BARTLETT ST	19,979,700	342,052	0.63%
TOTAL TOP TEN TAXPAYERS			425,815,240	7,289,956	13.44%
TOTAL FY 2021 VALUATION OF THE TOWN			3,168,676,729		



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 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



Mookie

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 8 am - 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 payments".

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 2020 the Town Clerk's office conducted the following elections: March 3rd - President Primary Election, June 30th - Annual Town Election, September 1st - State Primary Election, and November 3rd - State General Election.

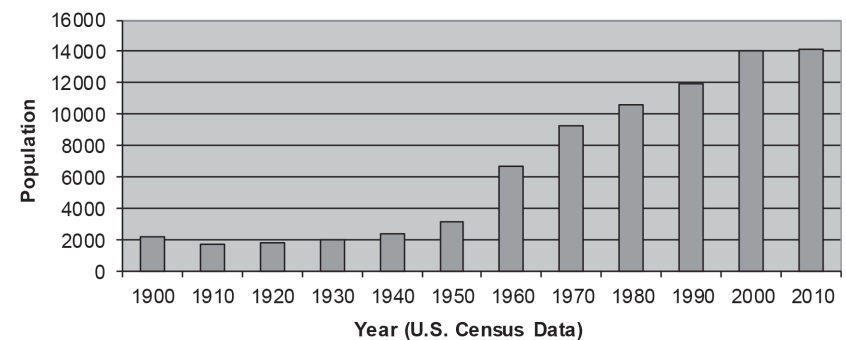
All 4 voting precincts are now located at Melican Middle School 145 Lincoln St.

Register to Vote online: www.RegisterToVoteMA.com

REGISTERED VOTERS – as of 12/31/2020

PRECINCTS	1	2	3	4	TOTAL
American Independent	1	2	5	1	9
Conservative	0	3	2	2	7
Democrats	717	671	647	609	2644
Green Rainbow	0	2	1	3	6
Inter 3rd Party	1	2	3	1	7
Libertarian	10	14	7	10	41
MA Independent	2	2	1	1	6
Pirate	0	0	1	0	1
Pizza Party	1	0	0	0	1
Republicans	337	361	352	367	1417
Socialist	0	0	0	1	1
Unenrolled	1966	1830	1882	1935	7613
United Independent Party	3	9	5	2	19
Working Families	0	1	0	0	1
Totals	3038	2897	2906	2932	11773

GROWTH TRENDS



VITAL STATISTICS – for 2020

Births - 145 Deaths - 138 Marriages - 99*

**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
Mia McDonald, Conservation Agent

Planning Board

The five members of the elected Planning Board and the Town Planner are responsible for ensuring 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 updating of the Northborough Master Plan was completed in 2020. The consulting firm of VHB, Inc. was hired to work with the fifteen-member Master Plan Steering Committee (MPSC) on this 18-month comprehensive project. In addition to monthly public meetings of the MPSC, three public forums and three public surveys were also conducted for public input. The Planning Board held a public hearing in conjunction with the MPSC public presentation of the Master Plan in December 2019 and the Planning Board formally adopted the Master Plan in 2020. The Board of Selectmen has appointed an Implementation Committee and their work to carry out the recommendations identified in the Master Plan will begin in 2021.

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 2020, applications before the board included: approval of one industrial site plan on Cedar Hill Street and the review of two industrial site plans for Whitney

Street and Bartlett Street continued through the process; two common driveway applications; special permit for a duplex on Hudson Street; one preliminary industrial subdivision; and nine residential lot plans resulting in the creation of fifteen 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, Community Preservation Committee, Design Review Committee, and Housing Partnership. The Conservation Agent serves as staff to the Conservation Commission, Open Space Committee, and Trails Committee.

Zoning Board of Appeals

The seven members (five voting members and two alternate members) of the Zoning Board of Appeals, appointed by the Board of Selectmen, serve to hear and decide applications for special permits, variances, site plans, appeals, and comprehensive permits.

Twenty-two applications were filed in 2020. These applications include variances, special permits, site plan approvals, and appeals. Eight special permits including special permits with site plan approval; thirteen variances; and three appeals were reviewed by the Board. One variance and three appeals were denied. Two applications were withdrawn by the applicants.

Conservation Commission

The Conservation Commission is a seven-member board appointed by the Board of Selectmen. The Commission serves to protect conservation land and wetland resource areas such as streams, swamps, rivers and ponds within the Town of Northborough. The Commission administers permits through the Massachusetts Wetlands Protection Act and the Northborough Wetlands Bylaw. The Commission seamlessly adapted to virtual meetings and despite the global pandemic, successfully issued 53 permits in 2020. The Commission will be forever grateful to Veteran Commissioner Wayne Baldelli, who retired from the Commission after 27 years of service. As his replacement, the Commission welcomed Open Space Committee Member Dan Clark as their new Conservation Commissioner.

Open Space Committee

The Open Space Committee effectively fulfills the Conservation Commission's obligation to coordinate 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. After a brief interruption due to the global pandemic, the Committee resumed the 2020 update to the Northborough Open Space and Recreation Plan. This required shifting the required public meetings, surveys and working groups to virtual and doubling down their efforts to solicit the residents' feedback in this time of isolation. Working with their consultant from Central MA Regional Planning Commission, the Committee has submitted the draft Plan to the state for approval. Committee members continue to identify key parcels to protect, either by acquisition or various conservation easements. Outreach and education to landowners and abutters about the benefits of conservation easements and other protection tools continues to be a high priority for the Committee. The Committee gratefully welcomed two new members in 2020: Brian Belfer from the Trails Committee and Mark Awdycki from the Recreation Commission.

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 implementation of the Community Preservation Act (CPA) and makes recommendations at each year's Town Meeting for the allocation of CPA revenue. At the 2020 Annual Town Meeting, \$952,652.00 was allocated to various projects pertaining to historic preservation, affordable housing, and open space/recreation.

OCTOBER 2021

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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 normally works closely with the Recycling Committee but this year all recycling events were cancelled due to COVID-19 concerns. The Town Engineer administers all aspects of the Solid Waste Program and this year saw a significant increase in questions from residents via email and phone calls with the Town Hall being closed to the public for most of the year.

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 ensure that they are being constructed in accordance with the approved plans and permits. The Engineering Department also worked closely with the Public Works Department issuing road opening permits 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 2020, the Earthwork Board met four (4) times, held six (6) public hearings and issued twelve (5) new permits. Less meetings were held this year due to Covid – 19 concerns however meetings were held remotely as allowed by Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18.

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 2020 the Groundwater Advisory Committee met seven (7) times and made recommendations regarding eight (8) projects.

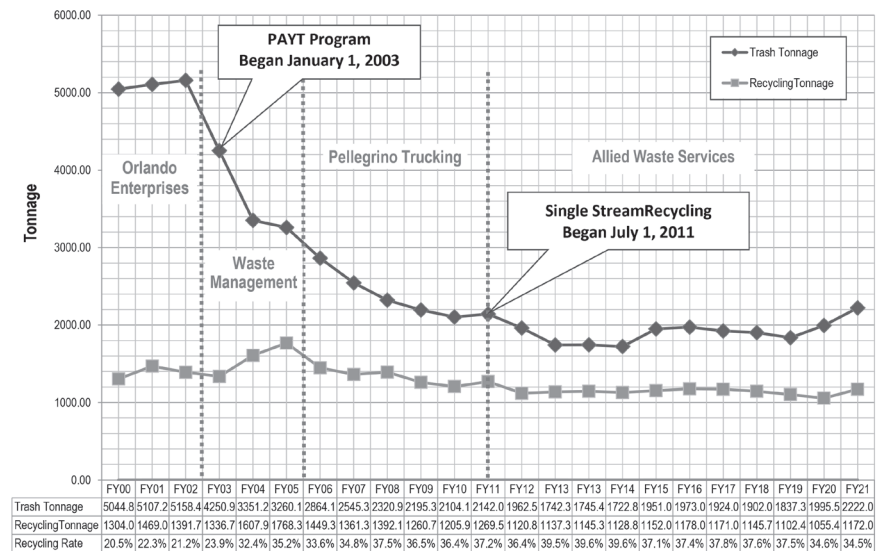
Mass DOT Projects

The Town Engineer generally acts as the liaison with the Massachusetts Department of Transportation (Mass DOT) regarding projects in both the planning and construction phases within the Town of Northborough. The Engineering Department also works closely with Mass DOT to relay concerns regarding traffic signal operations and signage along state highways located within the Town of Northborough.

Collection of Solid Waste and Recycling

The Town entered into a new three (3) year contract with Allied Waste Services of Auburn for the curbside collection of solid waste and the curbside collection and disposal of recycling materials which became effective on July 1, 2019 and includes two possible extensions of one year each at the Town's option. As a result of the instability in the recycling industry due to the reduced ability to sell recyclables across the United States and China, this contract included an annual adjustment for a change in the cost to process recyclable materials. At this time, it is extremely important each household review the requirements of proper

Solid Waste Enterprise Fund
FY00 - FY21 Trash & Recycling Comparison Chart



recycling as outlined on the recycling calendar sent to each household every spring because contamination of the single stream recycling is a main contributor to increased recycling costs. Many questions about which items are recyclable and which you may think should be recyclable but are not, can be answered by visiting Mass DEP's website "RecycleSmartMA.org"

The annual swap event TAKE IT OR LEAVE IT DAY and the annual Household Hazardous Waste Day events were not held this year due to COVID-19 concerns and Governor Baker's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place. I hope to be able to hold both of those events in 2021 but a decision has not been made yet for either of these events.

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.

NOVEMBER 2021

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William Lyver, Chief of Police

The year 2020 has tested our country and our community like no other time in most of our lifetimes. High profile police use of force incidents around the country resulted in outrage and protests. The ongoing COVID-19 pandemic, economic turmoil, as well as political and ideological divides, have caused additional anxiety and strained relationships.

The most significant impact has been on department personnel. The months of negative media attention on law enforcement was particularly disheartening for many and caused some to reconsider their career choices. While we have received great support from the community overall, the negative national portrayal of police and the targeting and ambush murders of officers around the country has taken a toll. Add to this the stress of having to deal face-to face with COVID-19 positive individuals during custody and enforcement actions which are often confrontational. Our personnel face the same prevention challenges at home with family members too. We continue to dedicate ourselves to continuing a proud tradition of excellence, dedication, professionalism, and service to our community. Officers take an oath of office as a solemn pledge. We pledge to continue to focus on our guiding principle of providing exceptional public service with integrity, compassion, professionalism, and respect for all persons we interact with. As of December 31, 2020, the Northborough Police Department is staffed as shown below:

1	Chief of Police
1	Lieutenant
5	Patrol Sergeants
1	Detective Sergeant
12	Patrol Officers
2	Detectives
1	Administrative Assistant
1	Communications Supervisor
6	Public Safety Dispatchers
.5	Custodian
30.5	Total Employees

Calls For Service

The COVID-19 pandemic saw a significant reduction in calls for service due in part to travel restrictions and the near shut-down of businesses. During 2020, Northborough Police provided 13,043 instances of police service. This number includes 2,368 self-initiated actions by our officers such as traffic stops, suspicious person/vehicle checks and other service-related actions. We responded with and assisted the Northborough Fire Department with 968 medical emergencies / ambulance calls. The remaining 10,675 incidents were calls for police service generated by residents, businesses, motorists and the courts.

Our Jail Diversion/Co-responder program is in its second year and has proven to be very effective. The program deals effectively with persons with mental health issues and substance abuse disorders. A mental health provider is available to respond to calls with officers. This is a grant funded position through the Department of Mental Health.

Our partnership with C4RJ (Communities for Restorative Justice) is beginning its second year. This is a diversion program for young offenders and young adults who commit minor criminal offenses that might hamper college admission, employment opportunities or government employment if proceeded against in criminal court.

Alphabetically, the significant activity carried out by our officers were:

Alarms (burglar, fire, panic, hold-up, etc.)	511
Ambulance calls	968
Assist Fire Department	415
Bank/business checks	263
Breaking and Entering	18
Family Offenses/Domestic Violence	92
Homicide	0
House checks	423
Larceny	36
Motor vehicle accidents	305
Operating under the Influence arrests	15
Suspicious persons/vehicles	459
Traffic citations issued (<i>All warnings, civil etc.</i>)	1,773
Verbal traffic warning	511

The following programs and services continued during 2020:

- **“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:** Open House and Coffee with a Cop Day: Cancelled due to COVID-19
- **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
- **DARE:** Cancelled due to COVID-19

As I reported in 2019, we are still dealing with the ongoing opioid crisis. 2020 saw a slight decrease in the number of opioid overdoses but an unfortunate increase in fatal overdoses. There were fifteen in 2019 with one being a fatal overdose. 2020 saw thirteen overdoses with three of them being fatal. All patrol vehicles are equipped with naloxone hydrochloride or “NARCAN” to counteract the drug’s effects during an overdose crisis. In all but three of the overdoses officers arriving first on scene administered Naloxone and, in several instances, initiated CPR while awaiting arrival of Fire Department Paramedics. In addition to carrying Naloxone, all department patrol vehicles are equipped with Automated External Defibrillators and extensive emergency equipment to better protect our community.

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 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	NOVEMBER 2021 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	JANUARY 2022 S M T W T F S 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	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 Christmas Day
26	27	28	29	30	31	



Fire Department

David Parenti, Fire Chief

Operations

In 2020, NFD responded to 2,359 incidents, a slight increase from 2,333 last year. However, even with the dramatic drop in incident responses during the first months of the pandemic these incident numbers reflect a significant increase in our normal response levels.

Of these, 1,439 were classified as Emergency Medical Responses, 466 were classified as fire responses, 72 were classified as Motor Vehicle Accidents, and 6 Search and Rescue. The remaining 376 were classified as Hazardous Materials, Mutual Aid, Service Call-other. We transported 1,238 patients, 835 at the Advanced Life Support level and the remainder at the Basic Life Support level. We had six firefighter injuries with one injury resulting in lost time.

COVID-19

As with all Town departments COVID-19 placed an additional burden on our operations in 2020. We responded to approximately 179 COVID related incidents and due to proper use of PPE, extensive decontamination procedures, and adherence to our operational plan we did not have any on-duty transmissions of the virus. Our PPE usage was 2,314 surgical masks, 4,053 pairs of gloves, 1,519 N95 masks and 481 gowns. These numbers are an estimate as we did not begin collecting this data until the middle of March. We assisted with the Health Department's tracking of active cases for emergency responder notification and for use by the town's COVID-19 Task Force. The Emergency Management Division assisted with the coordination of PPE acquisition for all town departments and in conjunction with Finance and Administration tracking all refundable COVID-19 expenses.

Fire Prevention

In 2020, the department issued 1,254 permits. These permits encompassed everything from fire permits to tank removal. We conducted 1,050 inspections and identified 325 violations.

Home Fire Escape Plan



When there is a fire, smoke spreads fast. Working smoke alarms give you early warning so you can get outside quickly.

- A closed door may slow the spread of smoke, heat and fire. Install smoke alarms in every sleeping room and outside each separate sleeping area. Install alarms on every level of the home. Install alarms in the basement. Smoke alarms should be interconnected. When one sounds, they all sound.
- Large homes may need extra smoke alarms.
- Test all smoke alarms at least once a month. Press the test button to be sure the alarm is working.
- Today's smoke alarms will be more technologically advanced to respond to a multitude of fire conditions and mitigate false alarms.
- A smoke alarm should be on the ceiling. Keep smoke alarms away from the kitchen to reduce false alarms. They should be at least 10 feet (3 meters) from the stove.
- People who are hard-of-hearing or deaf can use special alarms. These alarms have strobe lights and bed shakers.
- Replace all smoke alarms when they are 10 years old.
- Smoke alarms are an important part of a home fire escape plan.

Alarm Type

Detail	75
EMS	1439
Fire Response	466
Hazardous Materials Response	65
MVA No Incident found	72
Mutual Aid Response	127
Search/Rescue	6
Service Call/Storm Response	109
GRAND TOTAL	2359

Top 10 Inspection Types

INSPECTION - Resale 26F ONLY	274
INSPECTION - Quarterly	88
INSPECTION - Oil Burner	79
INSPECTION - Residential Tank Installation	56
Welding Detail	55
PLAN REVIEW - Residential Site	51
INSPECTION - Residential Tank- Removal	45
INSPECTION - LPG Residential	34
INSPECTION - RESIDENTIAL SMOKE/CO NEW CONSTRUCTION	34
INSPECTION - Fire Alarm Final	29

Top 10 Violations

Add/Repair emergency evacuation lights	34
Smoke detectors	21
OTHER as specified	19
Remove combustible debris as indicated	18
Annual service	14
Maintain 18" clearance from sprinkler system	14
Patch, seal holes in walls, ceiling	11
Carbon Monoxide Detectors	10
Combination Smoke and CO Tone/Voice Feature	9
Remove storage from specific area as indicated	9

JANUARY 2022

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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, as well as the requirements of the Massachusetts Architectural Access Board. 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.

The Covid 19 pandemic had a dramatic effect on operations during 2020. The building industry underwent several changes, and the effects are illustrated here. COVID also had an effect on previously scheduled upgrades in technology and Building Code updates. While overall permit count and resultant income from permit fees were less than previous years, these changes were not catastrophic. For other items, please refer to the building Department website for changes to our services as we navigate our way through the COVID pandemic.

We strive for superior customer satisfaction for all your building and zoning needs. 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. In early 2021, we will upgrade to the view permit cloud based permitting software system which will allow greater flexibility to our customers and improve operations in the office. The Town's building website was updated in 2020 to reflect current code requirements, and will provide more information to architects, contractors, and homeowners alike.



The Building Department continued the high amount of construction permit applications, both commercial and residential, reflecting ongoing economic vitality in the area. The approximate total value of permitted work (building and mechanical only) in Northborough during 2020 was \$26,182,572.04 which is a decrease over the previous year.

In 2020 the Town of Northborough saw the completion of the new warehouses at 330 and 350 Bartlett Street containing 660,000 square feet. Several buildings have undergone extensive renovations that welcome restaurants, medical offices, retail, and other professional offices.

The Massachusetts State Building Code will update to the 10th Edition sometime in calendar year 2021. With it comes Northborough's commitment to the best use of our natural resources. 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.

Total Building/Mechanical Permit Fees	\$ 409,567.40
Total Certificate of Inspection Fees	\$ 4,702.00
Plumbing Revenue	\$ 17,746.00
Gas Revenue	\$ 7,045.00
Wiring Revenue	\$ 20,150.00
COMBINED TOTAL 2020	\$ 459,210.60

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's 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.

DESCRIPTION	TOTALS					
	2015	2016	2017	2018	2019	2020
Single Family Houses	11	7	15	11	6	8
Attached Single Family	6	8	2	0	0	0
Residential Addition/Alteration/Repairs	134	190	177	212	190	182
Non Residential: New Construction	6	7	2	8	8	0
Non Residential: Add/Alt/Repairs	52	60	49	45	50	51
Roofing/Siding/Windows	239	154	169	190	163	147
Garages	5	2	2	3	4	1
Sheds/Barns	7	8	8	9	6	7
Decks/Porches/Gazebos	21	37	40	32	53	45
Swimming Pools	8	11	9	9	12	11
Stoves	14	22	18	25	14	11
Signs/Awnings	57	65	46	61	46	32
Demolitions	10	21	11	27	8	11
Tents/Trailers	6	4	9	9	12	6
Foundations	5	2	2	1	2	1
Mixed Use/Change in Use	1	0	1	2	1	0
Wireless Comm. Facility	11	3	5	5	1	5
Solar Panels	106	63	46	63	56	53
Insulation	25	35	21	47	123	79
Retaining Walls/Other	4	2	2	3	2	2
TOTALS	728	701	634	762	757	651

FEBRUARY 2022

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Health Department

Kristin Black, Ph.D., M.S., 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. The COVID-19 pandemic presented new challenges and opportunities to support public health in our community. In 2020, Health Agent Casey Mellin resigned in March and the position remain unfilled until the hiring of Kristin Black in October. Many routine inspections were delayed and staff from other departments including the Town Clerk Fire Chief stepped in to assist with the COVID-19 response. Public Health nurses contracted through Salmon VNA & Hospice worked tirelessly to keep up with contact tracing and quarantine and isolation support of town residents and employees. Additionally, these nurses assisted with two flu, vaccinating over 150 residents and employees.

Permits/Licenses/Grants and fees collected and deposited with the Town Treasurer for the 2020 calendar year amount to \$113,380.00 (includes \$16,000 in grant money).

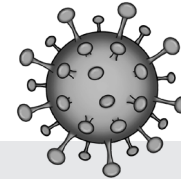
The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2020 calendar year:



Food Establishment Permits	107
Temporary Food Permits	1
Soil Tests	31
Disposal Works Permits	29
Septic Single Component Repair Permits	32
Septage Haulers	14
Septic Installers	18
Semi Public Swimming Pool Permits	3
Horse Stable Permits	10
Camp Permits	2
Tobacco Permits	14
Motel Licenses	2
Funeral Director	1
Well Permits	10
Title 5 Records	117

The Health Department, through its contract with the Salmon VNA, also investigated the following communicable diseases, conducted blood pressure clinics and flu clinics in 2020.

Babesiosis	3
Campylobacteriosis	2
Giardiasis	1
Group B Streptococcus	4
Human Granulocytic Anaplasmosis	4
Influenza	47
Legionellosis	1
Novel Coronavirus (SARS, MERS, etc.)	917
Tuberculosis	16
Lyme Disease	28
Borrelia	1



Important Ways to Slow the Spread of COVID-19

1. Wear a mask that covers your nose and mouth to help protect yourself and others.
2. Stay 6 feet apart from others who don't live with you.
3. Get a COVID-19 vaccine when it is available to you.
4. Avoid crowds and poorly ventilated indoor spaces.
5. Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. Use hand sanitizer if soap and water aren't available. Avoid touching your eyes, nose, and mouth with unwashed hands.
6. Cover coughs and sneezes.
8. Clean and disinfect frequently touches surfaces daily.
9. Monitor your health daily. Be alert for symptoms. Watch for fever, sought, shortness of breath, or other symptoms of COVID-19.
10. If you have COVID-19 symptoms, seek a test and stay home until you receive the results.



Public Health
Prevent. Promote. Protect.

MARCH 2022

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Public Works Department

Scott D. Charpentier, P.E., DPW Director

2020 was a year like no other for everyone, Public Works personnel included. Balancing of our home lives and the essential services we provide proved challenging to say the least. In the end, the needs of the citizenry were met and our diligent compliance with safety protocols allowed all staff to work through their endeavors, both at work and home.

The Northborough Department of Public Works (DPW) 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; collection and disposal of the Town's wastewater; providing 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.

Several smaller projects were completed by DPW staff this year including accessibility upgrades to the Town's polling station at the Melican Middle School, and improvements to the front of Town Hall and the Veteran's Memorial located at the Howard Street Cemetery, as shown below.



Front of Town Hall



Veteran's Memorial

Our Highway Division includes not only 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 Administration Office is responsible for permit issuance for all work located with the public right of way. 2020 included issuance of the following:

Sewer Connection Permits	11
Water Service Permits	18
Trench Permits	25
Road Opening Permits	63
Drainlayer Authorizations	9

The Department faced a below average winter snowfall in the 2019/20 season, which included a total snowfall depth in Northborough of 35.3" over 12 individual weather events. There were numerous instances of icing conditions which required application of approximately 2,500 tons of salt.

Pavement management efforts for 2020 consisted of a variety of pavement treatments including, full depth construction, overlay, mill and overlay, and crack filling. 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. 2020 work efforts included improvements to approximately 12.4 miles or 15% of our Town roadways which maintained our roadway rating in the mid-seventies, 73.5.

DPW staff work diligently to maintain the fleet of equipment which is imperative to delivering our residents the highest level of service. The community aids in these efforts by providing the support for equipment acquisition including the recent purchase of a large dump truck which replaced an aging piece of rolling stock as shown here.



1999 International




2019 Mack

The Water and Sewer Division continued to provide safe and reliable utilities to our Northborough customers. Construction of the operations facility expansion project broke ground late in the year, and has a project envelop completion date of mid-2021. Work with the water valve exercising program, and sewer inflow and infiltration program continues to provide customer benefits through increased sewer capacity and enhanced water distribution flexibility.

Fiscal Year 2020 introduced the first year of the sewer enterprise fund's annual systematic pump station improvement budget item. This allows the Department to take an incremental approach to pump station upgrades in lieu of complete reconstruction. The manually operated and mechanically failed back-up generator at the Forbes Road Sewer Pump Station was replaced with new equipment including automated exercising and transfer of power, as shown above.

On behalf of all the men and women in the Northborough Department of Public Works, I thank the residents of Northborough for your support, understanding, and continued civic engagement.

APRIL 2022

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Council on Aging/ Senior Center

Liz Tretiak, Director

The Council on Aging serves as the advisory body for the Northborough Senior Center, located at 119 Bearfoot Road. The Northborough Senior Center has established itself as the leader in providing education and services to promote healthy aging for Northborough residents. By serving as a hub for all aspects of healthy aging, the Senior Center has enriched and enhanced the lives of older adults in our community. It serves as a gateway for families to learn about and connect to programs and services that support the independence and high quality of life of older Northborough adults.

This success can be attributed to the hard work of the Senior Center's staff, the volunteers, the Council on Aging Board, and the support of the town. It is predicted that by 2025, the number of adults 60+ will increase from the current 25% of the town's population to 30%. It takes an enormous amount of effort to support a community and deliver new programs and NSC is fortunately to have tremendous support.

In March 2020 the Center reached the tenth anniversary of its opening at the current location. Due to COVID-19 the Center faced fundamental challenges and obstacles but found new opportunities to continuing its successful service to the community.

New Strategic Plan

In the fall of 2019 and early 2020, the Northborough Council on Aging and the Friends of the Northborough Senior Center partnered to commission the development of a five-year strategic plan. The purpose was to look ahead to 2025, and to develop a set of strategic goals for the next 5 years. The strategic plan serves as a tool for communicating with staff, administration/Select board and the community regarding the changing demographics, and the future needs of the Senior Center. The objective of the strategic planning process was to sustain and enhance the excellence of the vital programs and services provided by the Northborough Senior Center to the older adult population of Northborough.

The strategic planning process established six key goals:

1. Maintain the well-established excellence of the programs and services provided by the Senior Center
2. Develop strategies to meet the increasing demand for programs and services by the growing number of older Northborough adults
3. Review and improve the qualitative and quantitative data collection regarding Senior Center usage
4. Make the Senior Center more visible and known to the community as both a hub and gateway to vital services
5. Assure the financial stability of the Senior Center and its programs
6. Address the Town of Northborough's Master Planning recommendations specific to the needs of Northborough's older adults especially housing and transportation

The Strategic Plan complements the Town of Northborough Master Plan especially in those areas intersecting the needs of Northborough's older adult population including Housing and Transportation. The Plan discusses these goals, provides specific strategies to meet each goal and offers an implementation plan to accomplish each strategy.

Re-Branding Project

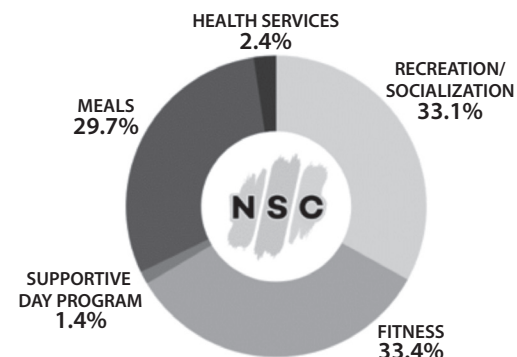
Mid-2020 the Northborough Senior Center set out to create a new brand identity. The Senior Center had never had a logo or tag line prior. The goal was to create a specific brand identity to reflect and enhance the positive image of the Senior Center within the building and also to the full community. We also wanted to create a messaging campaign and brand messages to promote the Senior Center.



COVID-19 Response

The Senior Center building closed to the public on April 6, 2020 due to the pandemic. Though the building was closed, the staff continued working to create a social safety net for our older adults in the community and provide opportunities

Attendance Breakdown for Senior Center Programs



for social engagement. Staff began by identifying vulnerable residents and reached out to them all individually and set up call plans as needed for scheduled contact to ensure their well-being. Then we began calling our senior residents in town over the age of 65. We began with a list of over 3,000 names and with the help of all staff and other Town Dept staff we were able to work our way through the lists. Staff also kept in contact with our adult caregivers who care for loved ones with dementia at home to ensure they feel supported and connected too.

Throughout the pandemic we continuously took stock of all the resources and benefits available to Northborough residents to share that information on our website and through our newsletter. We created a new Northborough Community Resource Guide that is available on the town website that covers information for residents of all ages, not just seniors.

Our physical in-person programs were not able to take place, but we were able to be innovative and create a robust schedule of virtual programming on Zoom, on cable, on telephone conference call, and through the mail. At our highest point we had 22 on-going virtual class opportunities ranging from fitness classes, to games, to English as a Second Language classes. During the summer and fall we were able to hold very successful outdoor programs, and through the early winter we organized drive-thru events and collaborated with the local schools to have students create "to-go" crafts.

Transportation was put on hold between April 2020 and June 2020 due to the pandemic. Even with the vans off the road for almost 3 months we still provided 3,317 trips to medical appointments, grocery stores, pharmacies, and social engagements. For comparison, our skilled and friendly drivers provided 4,052 trips in the calendar year of 2019.



Northborough Free Library

Jennifer Bruneau, Director

Website: www.northboroughlibrary.org
Phone: (508) 393-5025
Fax: (508) 393-5027
Email: library@town.northborough.ma.us

Mission

The mission of the library is to provide materials, space, access and opportunities for members of the community to learn and discover; to enrich their lives and further their personal goals; and to engage with others in a comfortable environment.

Core Services

- Loaning books, movies, video games, audiobooks, music CDs, and a "Library of Things" which includes kits, games, musical instruments, and more.
- Holds service which allows residents to borrow items from other libraries throughout the state. Items are delivered to the library for convenient checkout and return.
- Downloadable eBooks, audiobooks, magazines, and videos accessible 24/7 from most mobile devices.
- Free and discounted passes to more than 20 area attractions.
- Exciting programs for residents of all ages.
- Online access to 69 databases, including Ancestry Library Edition, Consumer Reports, Learning Express, Morningstar Mutual Funds, and Rosetta Stone.
- Engaging story times and early literacy programs for children.
- Public computer use, high speed internet, printing, faxing, and copying services.

Achievements

- **Curbside Pickup:** Due to the COVID-19 pandemic, the library had to rethink its services to ensure the safety and health of staff as well as the community. In order to get physical materials to the community, the library developed a popular contactless pickup program, where residents can request materials and pick them up at a scheduled time.
- **Virtual Programming:** The library continues to connect residents to others in their community through virtual programming. 496 programs were hosted by the library this year, including story times, Minecraft Club, Among Us meet ups, Book Clubs, and more.
- **Job Seekers:** The library offers a resource page, Facebook and LinkedIn groups, and regular speakers for residents looking for a new job, starting a business, and looking to network with peers.
- **Pop-Up Library:** The Children's Department hosted several Pop-Up library events and outdoor programs, where socially distanced families could browse some of the library's collection of children's materials for check out and have an opportunity to safely interact with others.
- **Grab and Go Bags:** The library has distributed almost 1,000 grab and go activity bags to families looking for easy crafts to do with their children.
- **Library on the Go:** Volunteers in this program provide home delivery of library materials by request to Northborough residents who are physically unable to travel to the library.

Apps to Know



CWMARS: Mobile app for patrons to access their library account, search the catalog, request materials, and more.



Libby: Access eBooks, audiobooks, video, and magazines in the Overdrive collection.



Kanopy: Watch thousands of documentaries, films, Great Courses, and classic movies.

Statistical Snapshot 2020

213,296

HOLDINGS

Adult materials: 46,211
Teen materials: 6,798
Children's materials: 25,553
EBooks: 106,016
Downloadable audio/video: 28,718

13,647

EVENT ATTENDEES

496 library programs offered
11,635 people attended virtual programs
187 children participated in Summer Reading
942 attended outdoor Pop-Up programs

282,933

TOTAL CIRCULATIONS

Includes 149,018 physical items
Total value of physical items circulated: \$1,073,100
Electronic circulations via Overdrive: 25,627
This figure represents a 45% increase over 2019

63,829

WEB SITE VISITS

Most viewed information:
Library hours/contact information
Event Information
Curbside Pickup FAQ
Library Catalog

12,917

REGISTERED CARDHOLDERS

10,175 cardholders from Northborough
2,742 cardholders from surrounding towns

11,592

DATABASE USAGE

The library offers 69 databases, including:
Ancestry Library Edition
Consumer Reports
Rosetta Stone
Value Line Library Edition



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 the programs for the community. All information is available on the town's website at www.northboroughrecreation.com.

The Recreation Department offers over three hundred 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.

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 2020 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 - 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. The Recreation Summer Camp is the largest source of revenue for the Recreation Department.

As you are all aware the year 2020 was a bit different than usual. COVID 19 greatly impacted the Recreation Dept. In February we held summer camp registration and filled all 8 weeks in less than 6 hours. It was our most successful registration ever. All our spring programs filled up as well. In March of 2020 we made the very hard decision to close the Recreation Dept for COVID 19. At that point the there



Proposed Community Preservation Committee pickle ball courts at Ellsworth McAfee Park

was a statewide shut down and no one knew what was going to happen over the summer. We returned over \$300,000 to participants for Spring and Summer programming. The Recreation staff were transferred to other departments in the Town Hall through November. Since returning in November, we have started programming at different locations. It is a challenge following all the COVID state guidelines, but we are doing well and excited for a new year.

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.

Pickleball is one of the fastest growing sports in America and is very popular in our community. Several municipally owned locations were evaluated for court construction. The preferred location was determined to be at Ellsworth MacAfee park. An application to the Community Preservation Committee was presented and met with unanimous support of the Committee and received a very positive response from the community.

The Parks and Recreation Commission is a five-member board with its members appointed by the Selectmen. The Commission meets once a month to discuss issues and policies that affect the local park facilities and recreation programs.

MAY 2021

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Family & Youth Services Department

June David-Fors, LICSW, Director Ayako Reich, LICSW, Counselor *Kate Gonzalez, Office Assistant Abdulateef Aljarboua, Ph.D., Graduate Intern

As I write this report the world faces a global health crisis unlike any in the 75 year history of the United Nations – COVID-19. But this is much more than a health crisis, the United Nations warns it has the “seeds of a major mental health crisis.”

UN Secretary-General António Guterres states it is increasing psychological suffering: grief at the loss of loved ones, shock at the loss of jobs, uncertainty of the future – “We must help them and stand by them.”

At Family & Youth Services we are doing just that! To overcome the disruption to in-person services, we immediately found new ways to carry out our work to help and standby residents. We did this by delivering all of our services via virtual or telehealth means.

In fact, in 2020 we helped **1,055 residents** through:

MENTAL HEALTH SERVICES 127 Residents

- Child, Adult, Family Therapy
- Crisis Intervention Services
- Graduate Internship Site
- INTERFACE Referral Service

CASE MANAGEMENT 85 Residents

- SMOC Fuel Assistance
- SNAP Food Benefits
- Northborough Cares
- Special Benevolent Funds

PARTNERSHIP PROGRAMS 195 Residents

- Back Pack Program
- Northborough Food Pantry
- Interfaith Clergy Network
- Helping Hands Holiday Program
- No. Extended Day Programs

REFERRAL INFORMATION 648 Residents

As the town’s centralize source of referral information, we provided residents with 1,174 referrals to local, state, federal and human service organizations.

TOTAL SERVED 1,055 Residents

2020 Accomplishments and Highlights

Given the profound impact of the pandemic, our partnerships have never been as crucial. Our work with the schools and town departments is second to none. We work hard to balance the safety of the staff and public, while still meeting the needs of residents.

We then quickly reached out to our local resources: Helping Hands assisted families with heat, the Food Pantry assisted with gift cards and the Special Benevolent Fund supported two families dealing with loss and chronic illness.

Our major accomplishment was realized thanks to the Special Benevolent Funds Trustees. Their funds allowed us to contract with William James College’s INTERFACE Referral Service – a free, confidential service connecting residents to therapists.

Let me share with you why this is a monumental success for the Town. There is a world-wide increase in mental health disorders, and in the United States the National Alliance on Mental Illness reports:

- **1 in 5** adults experience mental illness each year
- **1 in 6** youth experience a mental health disorder
- **50%** of all lifetime mental illness begins by age 14
- **75%** of all lifetime mental illness begins by age 24
- **2nd leading** cause of death is suicide for ages 10-34

The National Association of Elementary School Principals identified their top two concerns as the increase number of students with emotional problems (73.7%); and student mental health issues (65.5%).

These findings are consistent with our department and the Northborough Public Schools. This increase is further compounded by the shortage of therapists and long waitlists (3 months - 1 year). In fact, we also had to establish a waitlist consisting of 28 families.

This is exactly why we are so pleased to bring INTERFACE to the Town – it connects residents to therapists on average, within two weeks of their call.

We also serve as a field placement site for William James College’s doctoral level graduate interns. This year we are pleased to have Abdulateef Aljarboua.

On October 29, 2020, Kate Gonzalez resigned as our Office Assistant. She was professional and caring in her work with clients. She will be sorely missed.

The **Northborough Youth Commission** is a seven member board appointed by Selectmen to evaluate community needs and advocate for resources for residents. We are pleased to have the participation of Algonquin Regional High School student liaisons.

With COVID-19 dramatically changing our entire way of life, trauma experiences are on the rise. Yet many hesitate to recognize this as “trauma” as they usually associate it with violence. Psychiatrist Julian Lagoy M.D. states “you don’t have to experience violence to experience trauma – One key indicator of trauma is seeing the world as a dangerous place, with the fear that their life or others life is threatened.”

The reason I bring this up is because one day this pandemic will end – and we all need to be healthy to move forward. The good news is that you are not alone – there is help through our department and INTERFACE who can expedite the helping process.

“*Hope is important because it can make the present moment less difficult to bear. If we believe that tomorrow will be better, we can bear a hardship today.*”

– Upjourney

JUNE 2022

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Justin Sousa, District Director

Mission

The mission of the Central Massachusetts Veterans' District (CMVSD) is to act as the municipal advocate for Veterans residing in Grafton, Northborough, Shrewsbury, and Westborough. Our goals are:

- 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 CMVSD 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.

“The mission of the Central Massachusetts Veterans' District is to act as the chief advocate for Veterans residing in Grafton, Northborough, Shrewsbury, and Westborough.”

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, unremarried surviving spouse and/or unmarried 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 (Gold Star Parents) and the non-remarried spouses (Gold Star Wives or Husbands) of distinguished Veterans who gave their lives in the service of their country during wartime.

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

Benefit Administration

In FY 2020, the Central Massachusetts Veterans' District administered Massachusetts General Law Chapter 115 benefits totaling \$48,321.42. Benefits are generally reimbursed to municipalities by the Commonwealth at 75%.

2020 Overview

The District is served by a full-time Veterans' Services Director and two part-time Veterans' Services Officers. Normally, 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.

Unfortunately, with the current COVID environment, our in-person contacts are limited as much as possible. All of our town offices are currently closed, but please visit your town website or our district website for updates. Current walk-in hours and contact information is available at www.centralmassvets.org or by calling (774) 551-5182. Veterans and their family members seeking information regarding benefits are strongly encouraged to speak with a local Veterans' Services Officer.

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 remained steady with ~7,000 views between January and December 2020, compared to ~7,000 for the same period in 2019.

Payments to public assistance recipients in Northborough under Massachusetts General Law, Chapter 115 rose from \$47,120.23 in FY 2019 to \$48,321.42 in FY 2020. This 2.5-percent increase was directly driven by one unemployed veteran due to the COVID pandemic.

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. Currently, there are 136 Northborough residents collectively receiving \$3,522,138.24 in federal compensation through the VA's disability and pension programs. The demand for assistance in this area has fallen slightly in 2020 as compared to 2019 due to the COVID pandemic.

The district coordinated, hosted, and participated in various events throughout 2019, including various memorial services, benefit education programs, and Memorial and Veterans Day activities. Pictures and information on these events can be found on the Central Massachusetts Veterans' District Facebook page.



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).

Like other departments, the MIS/GIS Department's energies during 2020 focused primarily on responding to the pandemic. Significant efforts went into mobilizing Town staff; providing laptops, VPN accounts and other resources to continue to provide services to the Town's residents and businesses. Many resources were made available on the Town's website, including updated information on the Town's response to COVID-19.

Governor Baker's Executive Order of March 12th, 2020 suspended the requirements of the Open Meeting Law to have all meetings in a publicly accessible physical location. As a result, Northborough's Boards and Committees began (and continue) to meet virtually. The MIS/GIS Department worked with the Fire Chief and numerous others, forming the Remote Meetings Working Group. The group developed guidelines and procedures to facilitate the return to meeting on a regular basis in a virtual environment.

New aerial photography was obtained in late winter 2020. The project was a collaboration with two neighboring municipalities and will provide updated planimetric data (pavement, structures, wetlands, etc.) and topographic data. Data and aerial photography from the project will be made available online through the Town's MapGeo webpage.

These are just a sample of the many ways the Town strives to utilize information technology to consistently improve its services to Town residents, businesses 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.



Kathy Dalglish, Director

In March 2020, as Northborough suddenly sheltered in place for the COVID-19 pandemic, Northborough Cable Access Television (NCAT) immediately stepped up to provide critical and essential local communication services for the Town. A Regional School Committee Meeting on March 18, 2020 was the first to be broadcast both over Zoom as well as live Television, quickly brought together by NCAT crew utilizing a combination of technology never required before. This allowed members who were not comfortable to attend the meeting in person to participate from home combined with members in attendance at the ARHS library both of which were simultaneously streamed together over live Television as well as streaming on the internet. This had never been done before.

By late March and early April, discussions began regarding what to do about Annual Town Meeting and Algonquin Regional High School Graduation, both of which are the largest productions by far for NCAT. Multiple options were discussed, and each option required a completely separate technical setup that needed to be reworked and tested. Graduation became a complex multifaceted event involving a combination of live events and thousands of video and still clips edited into the final event broadcast to the community. The delayed Annual Town Meeting, held outdoors, socially distanced on a hot football field, required thousands of feet of cabling, multiple cameras, a repaired Wi-Fi connection to stream live, and the simultaneous broadcast over television for those without internet access. It was a massive and successful collaboration of Town departments and NCAT crew expertise.

Throughout the pandemic, NCAT was able to provide live coverage to Television and YouTube, critical Town government meetings, allowing for expanded Zoom capabilities, public comment, and clear and professional

level video content to the community and into their homes. We reached out to local churches who were provided NCAT training on how to videotape and broadcast their services to their members providing comfort and continuity during these stressful and lonely times. The Senior Center collaborated with NCAT to broadcast frequent, critical resource informational shows that allowed seniors to stay connected. The Northborough Free Library received our assistance by providing equipment and training to continue shows especially for young children. The schools were able to provide extensive meetings, sometimes lasting until the middle of the night, allowing for considerable public comment and discourse from worried and concerned parents about the status of their children's education. NCAT was there, in our offices, making sure these meetings were transmitted clearly and completely to these residents. Our offices were running sometimes over sixteen hours per day providing this coverage. Now we are providing coverage of virtually all of the high school sports because we understand the frustration of parents who are unable to attend their child's sporting events for the first time in their lives.

From Virtual Applefest to Teddy Bear Storytime, from Memorial Day to Veteran's Day, from Annual Tree Lighting to virtual music performances carefully edited together, Northborough Cable Access has provided content to residents who had to stay in their homes but who didn't want to feel disconnected from the community. More than ever before, NCAT has become the way to stay in touch with neighbors, schools and town government. Our shows are getting over 17,000 views every month from our residents. It is our privilege to continue to provide relevant content to our viewers both on television and streaming on the internet. Our town residents have become more engaged in their community than ever before and we anticipate this increased involvement will continue long after the pandemic has opened our doors once again. We will be there for you.

CHANNELS

Public Access	Verizon 31 and Charter 191
Education	Verizon 29 and Charter 194
Government Access	Verizon 30 and Charter 192
Facebook and YouTube	Northborough Cable



Community Affairs Committee

Lisa Hodge, Chair

Due to the COVID-19 pandemic, the Northborough Community Affairs Committee had to make changes to our regular line up of events. We are pleased to report we were creative in our efforts and were able to run two of our regular programs and add two new events that will be added to our regular program schedule.

In April we held The Annual Louise Houle Town Clean Up. In order to remain socially distanced we had no-contact pick up locations for bags and gloves and canceled the usual breakfast. We had a large number of residents clean up the town during the weekend. DPW provided the bags and gloves and picked up the bags.

The Annual Summer Concert Series was canceled. We hope to be able to bring back this popular event in 2021.

New this year was a Jack-O-Lantern Stroll. 45 residents brought jack-o-lanterns to the Town Common which were displayed on makeshift shelves created by DPW. They were lit for all to enjoy over Halloween weekend. Residents were able to vote on our website for their favorite three entries.

Our second new event was Light Up The Town, a community decorating contest. We had 89 participants who decorated their homes. Residents were provided a check list and Google map list of the homes so they could drive around town and enjoy the lights. People voted at our website and 4 winners received gift baskets full of gift certificates and items from Northborough businesses.

Our year concluded with the Annual Tree Lighting Ceremony. This year, with the help of Northborough Cable, the lighting was virtual. The ceremony was broadcast live on Northborough Cable and YouTube in order for the public to view our annual tradition. Members of the committee, Selectman Tim Kaelin and three high school singers who sang carols were in attendance.

We look forward to continuing our programs during 2021 and hope to bring back what we couldn't offer this year.



Cultural Council

Terry Underwood, Chair

Northborough Cultural Council (NCC) consists of appointed volunteers, supporting diversified programs in the arts, music, humanities and interpretive sciences for the cultural benefit and enrichment of our community. NCC receives funding both from the Massachusetts Cultural Council (MCC) and the Town of Northborough to support such programs and administers them as grants to eligible applicants.

In 2020, NCC awarded 24 grants totaling \$5575.00. These programs ranged from concerts of varying musical genres, literature programs, town-wide events, art and music programs at town schools, and various other cultural events in our community as listed in the table below. In February, NCC held a successful Grantee Reception to recognize and honor the grant recipients whose programs provided a wide range of opportunities for our community to enjoy. NCC and its grantees were honored by the attendance of the Honorable Danielle W. Gregoire, Massachusetts State Representative, Northborough Selectmen Julianne S. Hirsh and Jason Perreault, Selectmen Chair.

In addition, via MCC's recent council-originated event program initiative, NCC allocated \$901 to plan and execute the Third Annual Northborough CultureFest of Music and Arts. NCC collaborated with the Northborough Cable Access Television and was able to bring the third CultureFest virtually under the challenging circumstances due to the COVID-19 pandemic. These circumstances allowed more people to participate in the virtual model, than would normally with the live version. The festival featured local and area musicians, bands, international dancers and artists.

The members of the Northborough Cultural Council continue to work diligently, with a passion for the arts and compassion for the people in the community. This team works with the help and support at the state and local levels. The arts were more important than ever this year, working to connect the community, for enjoyment, learning and simply

a break from current events. Cultural programs reflect the health and well being of the community, bringing greater understanding and appreciation that is open and available to all ages. We look forward to serving Northborough in the arts this year. Thank you for your support.

Grantee	Project	2020 Grant Award
Audio Journal, Inc.	Radio-Active Theatre	\$125
Catherine M Weber	Art on the Trails 2020	\$125
Chamber Music MetroWest	Family Concerts: Which Animal Are You?	\$125
Charles River Sinfonietta	Chamber Music Concert at Applefest	\$300
Northborough Free Library	Northborough Free Library Music Series - Chris Lindquist	\$325
Ed Harlow	6th Soular Jazz Festival	\$325
Ed the Wizard (Ed Cope)	Fairy Wing & Dragon Balloon Twisting	\$225
Francis Hart	A Cultural and Historical Reflection of the 1960s through the Music of The Beatles	\$225
Hema Iyengar	Dance Drama with Live Musicians	\$200
Jay Mankita/ Playful Engineers	Chain Reactions and Creative Contraptions	\$225
John Root	Songbirds of the Northeast	\$150
Lisa Hayden	Northboro Colors Project	\$275
Megan Kelleher	Fourth Wall: Fruit Flies Like a Banana	\$200
Northborough Area Community Chorus	NACC Spring and Winter Concerts 2020	\$300
Northborough Community Affairs Comm	Northborough Summer Concert Series	\$400
Northborough Historical Society	Now I Pronounce You Lucy Stone Kala	\$250
Rev. Valeria Schmidt	Coffee House	\$225
Robert Eaton	AVM Concert Season	\$300
Scott Jameson	'Imagine Your Story' Library Performance	\$225
Stephen Lewis	International Women's Day- An International Poster Exhibit	\$100
Symphony Pro Musica	Symphony Pro Musica 2019-20 Season	\$150
The Massachusetts Educational Theatre	The Massachusetts Theater Celebration	\$400
Vandana Rao	VERVE - Festival of Performing Arts	\$100
William W Sines	ICB Spring Concert	\$300
2020 Total Grant Amount		\$5575



Robert Mihalek, Chair

The Northborough Trails Committee's (NTC) mission is to maintain a viable recreational trail system in Northborough, utilizing both public and private property. We work alongside town and state agencies (such as MWRA, DCR and Mass Wildlife) to look for opportunities to improve existing trails and add trails to the network. We have benefitted greatly working with Town Conservation Agent Mia McDonald. Mia is an amazing asset to all open space and conservation efforts in the town. Mia helps us coordinate and sponsor various activities, visits sites for new trail opportunities and is always available to meet with landowners and abutters to discuss issues. In this unusual year of 2020, we have switched to virtual meetings hosted on the Town of Northborough server using the "Zoom" web application. Mia has facilitated this process, forwarding the web link to all participants, preparing an agenda and recording minutes. She has done an amazing job and our gratitude to her is immeasurable. We also rely on volunteers for organizational and maintenance activities. We have many volunteers that, while not visible in the Minutes of each meeting, are an incredible asset to the trail network. Edmund Hill Woods and the Schunder Trails on Green St. benefit greatly from these volunteers who chose to remain below the radar.

Some highlights of 2020 activities are described below.

- 1) In 2020, Trails Committee volunteers continued their efforts at keeping the trails clear and well-marked. The acquisition of a commercial grade mower in 2019 facilitated maintenance of the ~5 miles of grass trails spread throughout the town. The new mower was used on trails such as through Schunder's Meadow, Stirrup Brook Trail, Crane Swamp and Old Farm Trail. Volunteer hours with the mower also helped on sections of the new Borough's Loop Trail.

- 2) The Trails Committee sponsored an improvement to one of the most heavily used trails in the network: the Mentzer Trail. Under the expert guidance of volunteer Brian Belfer, Declan Matheson completed his Eagle Scout project: the installation of a 65-foot-long elevated bridge. The bridge spans a notoriously muddy section that, due to trail users attempting to circumnavigate standing water, had grown to over 30 feet wide. Also, at Mt. Pisgah, a trail was worn in by hikers connecting the previously separate Loop Trail eastward with the Sparrow Trail. In honor of a family that owned a farm on Green St. this connector trail was named Johnson Trail.
- 3) NTC continues to work with the Massachusetts Water Resources Authority to open the remaining portions of the Aqueduct to passive recreational uses and with the Department of Conservation and Recreation to blaze trails in the Hop Brook flood control area near Davis St. and Route 20. On the Aqueduct, Phase II is officially open, allowing hikers and bikers the opportunity to travel north from Edmund Hill Woods up to Mt. Pisgah and beyond into Berlin. The final phase will be opening the bridge across the Assabet River at Hudson St.



Lynne Trombley, Executive Director
Rita Osborne, Chair

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

The Housing Authority is responsible for establishing policy, setting operational goals, overseeing financials and creating public housing. 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. Due to COVID-19, the board has been meeting virtually.

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 \$48,100 for one person to \$90,650 for eight people. The NHA also owns a building which houses 8 low-income special needs residents at 152 East Main Street. This facility is staffed by The Advocates and managed by the Department of Mental Health. In addition, the NHA has been managing four additional units of elderly housing on Centre Drive since 2014. These units were built by the Northborough Affordable Housing Corporation with the use of Community Preservation funds.

Lynne Trombley, NHA's Executive Director, oversees the operations of NHA including office administration, property maintenance, and the oversight of development projects, and can be reached at (508) 393-2408. The office is located at 26 Village Drive and normal business hours are from 8:00 a.m. to 4:30 p.m., Monday through Friday.

Due to challenges resulting from the current pandemic, this has been an exceptionally difficult year for the NHA. Our dedicated staff, under the guidance of DHCD, continue to provide maintenance and administrative services to our residents as well as assist the general public in their search for housing.



Historic District Commission

Normand Corbin, *Chair*

The Northborough Historic District Commission (NHDC) is a seven-member commission with up to seven alternates, appointed by the Board of Selectmen. It has two primary responsibilities:

- As the “**Historic District Commission**”: work with property owners within the two historic districts to maintain their historical street-view appearance.
- As the “**Historical Commission**”: identify, evaluate, and preserve historical assets, along with broadening community awareness of the historical heritage of our town.

Accomplishments in 2020

Historic District-Related: There were two requests by the Northborough First Parish Unitarian Universalist congregation: installation of solar panels on the Parish Hall building and replacing the louvers in the steeple on the Meeting House (due to an upgrade of the cell tower electronics). Both projects were approved.

National Register Nominations: Two properties in town are in the process of being nominated to the “National Register of Historic Places”: the private residence at 35 Whitney Street and the Howard Street Burial Ground & Cemetery.

Historic Asset Database: The Massachusetts Historical Commission database (MACRIS), which contains Northborough’s historic assets inventory, was reviewed and updated. This review gave us insight into late 1970s efforts to identify a Local Historic District for the downtown area.

Demolition Inquiries: Several antique properties were put up for sale in 2020. Some potential buyers contacted us regarding our by-law regarding the 180-day demolition delay. Fortunately, most were purchased by owners with preservation interests. The one demolition granted was for 61-65 West Main Street. This property did have a 180-day

delay applied to it seven years ago, so the property is well beyond the delay period. At year’s end, we have had inquiries regarding the demolition of buildings on Northborough’s land within the Westborough State Hospital grounds and the Old Grange building on Church Street.

Outreach: One key goal of the NHDC is to educate Northborough citizens about local history. In 2020, several approaches were used to accomplish this:

- **Historic Marker Installations:** Four new historic markers were installed, identifying significant historical sites: the Cold Harbor Bridge over Church Street, the Cyrus Gale General Store on Main Street, recognition of “Historic Route 20”, and an old Native American Trail. The commission thanks the Northborough DPW for installing the markers.
- **News Articles:** This year, a total of eight articles were published in the Community Advocate newspaper. Four were about the new historic markers, and four were about historic antique properties. The Commission thanks the Historical Society for providing much information for these articles.
- **Community Support:** We worked with the Historical Society on their request for CPA Funding to restore and paint its antique headquarters, which was originally a Baptist Church. The Commission also helped nominate the project converting the Old Gale Store into Affordable Housing for a Preservation Massachusetts Award, which they won! A letter of appreciation was sent to the owners of 75 Main Street for their recent antique property restoration.
- **Committee Cooperation:** We supplied a Historic Resources list for the 2020 Open Space and Recreation Plan. The Commission has representatives on the Community Preservation Committee, Master Plan Committee, Master Plan Implementation Committee, and the White Cliffs Committee.

The Commission meets on the third Wednesday of each month, at 7:00pm. Until further notice, the meeting is live-streamed and recorded, due to the COVID-19 pandemic.

Streaming can be found at: www.youtube.com/channel/UCRdBrw3HeEAMB_KFKasrgXA Our website is: www.town.northborough.ma.us/Pages/NorthboroughMA_BComm/Historic/nhc/index.html.



New Native American Trail Historic Marker, with Mr. Walter A. Vickers “Natachaman”, Former Chief of the Nipmuc Nation and Northborough resident



Gale Store Historic Marker



Northborough School District

Northborough School Committee

Keith R. Lebel
Lauren C. Bailey-Jones
Kelly L. Guenette
Joan G. Frank
Erin E. Tagliaferri

Chairperson
Vice Chairperson
Secretary

Administration

Gregory L. Martineau B.S., M.A.	<i>Superintendent of Schools</i>
Stefanie K. Reinhorn AB, M.A.T., Ed.D	<i>Assistant Superintendent</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>
Mary Ellen Duggan M.Ed., B.S.N., R.N., N.C.S.N.	<i>District Wellness Coordinator</i>
Jennifer M. Henry B.S., M.Ed., B.C.B.A., L.A.B.A.	<i>Early Childhood Administrator</i>
Keith T. Lavoie B.A., M.A., MEDL	<i>Director of Operations</i>
Deborah Q. Lemieux B.A., M.S.Ed., Ed.S.	<i>Assistant Director of Student Support Services</i>
Erica J. Matthew B.S., M.S., M.Ed.	<i>Assistant Director of Student Support Services</i>
Rebecca J. Pellegrino B.A., M.B.A.	<i>Director of Finance</i>
Heather A. Richards B.A., M.B.A., J.D.	<i>Director of Human Resources</i>
Rhoda Webb B.A., M.A.	<i>Director of English Learners and Equity</i>

Central Office Support Staff

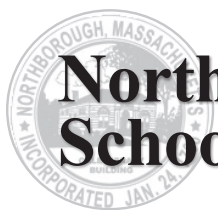
Nancy A. Bissett	<i>Administrative Assistant to the Assistant Superintendent</i>
Sandra J. Burgess	<i>Administrative Assistant to the Student Support Services Department</i>
Thomas-James Carron	<i>District Technology Manager</i>
Elaine E. Chisholm	<i>Personnel and Communications Coordinator</i>
Elena Dako	<i>Financial Coordinator – Northborough</i>
Pamela E. Hite	<i>Financial Coordinator – Southborough</i>
Michelle E. LeMay	<i>Financial Coordinator – Algonquin</i>
Cheryl M. Lepore	<i>Executive Administrator</i>
Andrew F. Mariotti	<i>District Technology Manager</i>
Kyle D. Parson	<i>Northborough and Southborough Manager of Food Services</i>
Jean M. Pinto	<i>Transportation and Registration Assistant</i>
Pamela J. Roberts	<i>Receptionist</i>
Nena H. Wall	<i>Human Resources Administrator</i>
Caroline Willard	<i>Finance and Operations Administrator</i>
Loraine T. Wolfrey	<i>Data Specialist</i>

Business Office

Address 53 Parkerville Road
Southborough, MA 01772

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

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



Northborough School District

Superintendent's Report

Gregory L. Martineau
Superintendent of Schools

The vision of The Northborough Public Schools is to: Educate, Inspire, and Challenge. The cornerstones of this work are articulated in its Strategic Plan, Vision 2026. The District's core values of integrity, empathy, inclusivity, equity, perseverance, and respect have been identified as key factors to the District's success. Each of our five Northborough schools, Melican Middle School, Lincoln Street Elementary, Marguerite E. Peaslee Elementary, Fannie E. Proctor Elementary, and Marion E. Zeh Elementary, create climates of support by appreciating diversity, establishing inclusive practices, and instilling the importance of intellectual and personal resiliency. The District celebrates the accomplishments of its students, professional teaching by faculty and staff, commitment to the shared mission and vision, and outstanding leadership by its administrative teams and from the Central Office team.

The growth of each student underscores our educational mission. All faculty and staff are engaged in activities that promote the District's vision to develop students who are:

Collaborators

- Enrich the learning of self and others through teamwork.
- Solicit and respect diverse perspectives and contributions.
- Seek, contribute, and react to feedback to achieve shared outcomes.
- Recognize and leverage strengths to build collective commitment, action, and understanding.

Critical and Creative Thinkers

- Transfer and connect knowledge and skills to deepen understanding.

- Demonstrate thinking that is clear, rational, open-minded, and informed by evidence.
- Use disciplinary knowledge and skills in routine and innovative ways.
- Make informed decisions, solve problems, and use a variety of tools to deepen learning.

Communicators

- Articulate thoughts and ideas using oral, written, and non-verbal communication skills for a range of purposes and audiences.
- Listen to decipher meaning, including knowledge, values, attitudes, and intentions.
- Use technological skills and contemporary digital tools to explore and exchange ideas.

Socially and Civically Engaged

- Demonstrate personal, civic, and social integrity through ethical and empathetic behaviors.
- Recognize individual and communal impact on others and the natural world.
- Value and embrace diverse cultures and unique perspectives through mutual respect and open dialogue.

Growth-Oriented

- Cultivate positive attitudes and habits about learning.
- Pursue one's interests and curiosity to experience new learning.
- Consistently improve the quality of one's thinking by skillfully analyzing, assessing, and reconstructing.
- Persist to accomplish difficult tasks and to overcome academic and personal barriers to meet goals.

Healthy and Balanced

- Develop and demonstrate awareness, sensitivity, concern, and respect to connect with self and others' feelings, opinions, experiences, and cultures.
- Use reflective practices to understand one's strengths, challenges, and passions.
- Make choices to support a lifestyle that is healthy, both physically and mentally.
- Demonstrate resilience through the ability to manage emotions, stress, and challenges.

The District places a high priority on collaboration and is committed to working closely with stakeholders to present a well-developed, fiscally responsible, and educationally sound budget. The District extends a "thank you" to its parent community and organizations that provide financial and personnel support. Each year the Northborough Education Foundation (NEF), Parent Teacher Organizations (PTOs), and the Northborough/Southborough Special Education Parent Advisory Council (NSPAC) offer unique opportunities to expand the classroom by sponsoring field trips and purchasing teaching materials. A variety of activities and events provide social and emotional opportunities for parents and students. These organizations, as well as the Corridor Nine Area Chamber of Commerce, offer grant opportunities for teachers to submit new and innovative ideas that enhance and enrich the current curriculum and schedule of events.

The onset of the COVID-19 Pandemic has created many unanticipated challenges from school schedules, transportation, food services, and teaching and learning. Our school community has done an excellent job navigating all of the challenges presented. A hallmark of the Northborough School Community is its willingness to give back and help others in the community. All schools were involved in multiple community service activities and emphasize community service learning. One example of a service project is the school community's support of the Northborough Food Pantry and multiple relief efforts designed to assist those in need at the local and state levels. Each school emphasizes kindness and throughout the year adopted many programs in service to others. Teachers continued to focus on curriculum development, instruction, and the alignment to the Massachusetts State Standards.

The Northborough Public Schools emphasizes the importance of fostering an emotionally and psychologically safe school environment in which all students feel supported and accepted. A positive climate is established when a shared mission centers on building a sense of community and respecting our differences. The District continued its safe school readiness protocols by enhancing its current practices, upgrading infrastructure to support best practices and coordination at all levels with health and safety personnel. Furthermore, creating a healthy school climate includes offering students and staff opportunities to engage in wellness activities. Stress reduction techniques that



Northborough School District

include mindfulness and relaxation strategies are integrated into the school day. The District partners with MetroWest Health Foundation and continues to participate in the

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

Title I Entitlement Grant - \$49,774 (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 - \$24,418 (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

MetroWest Adolescent Health Survey, which identifies student risk behaviors.

The Public Schools of Northborough continue to provide a continuum of programs that allow students to experience 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 schools, and a specialized program for students on the autism spectrum

(CASTLE) at the elementary and middle schools. Students participate annually in a district-wide Special Olympics, "Algonquin Games."

Education is at the heart of any community and is an invaluable investment in its future. The Public Schools of Northborough is fortunate to have a dedicated and involved community and School Committee to guide the District's work and support the ever-changing educational landscape. Information regarding enrollments, budgets, and school-related activities are available on the District's website.

Federal and State Entitlement Grants

projects. The grant also supports professional development for improved instruction for English Language Learners.

Title III English Language Acquisition - \$10,653 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.

Title IV Part A - Student Support and Academic Enrichment - \$10,000 Consolidated Grant (Federal funding)

Title IV Part A of the federal Elementary and Secondary Education Act provides The Public Schools of Northborough with funds to build capacity and ensure that all students have access to a high-quality educational experience. The priorities of Title IV are to support: well-rounded educational opportunities; safe and healthy students; and effective use of technology.

Early Childhood Special Education Allocation - \$18,715 Consolidated Grant (State funding)

This consolidated grant, shared with The Public Schools of Southborough, 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.

Federal Special Education Entitlement - \$475,955

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.

Enrollment by Grades - October 1, 2020

School	K	1	2	3	4	5	6	7	8	Total
Lincoln	38	39	40	53	44	45				259
Peaslee	37	41	43	35	57	62				275
Proctor	35	49	36	38	39	41				238
Zeh	36	39	39	38	40	43				235
Melican							176	160	183	519
Total	146	168	158	164	180	191	176	160	183	1,526

Town of Northborough School Financial Statement – for the 2020 Fiscal Year July 1, 2019 - June 30, 2020

APPROPRIATION:

Regular Education	\$ 16,594,305	
Special Education	\$ 8,334,253	
Total Appropriation		\$ 24,928,558

Total Appropriation **\$ 24,928,558**

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:		
School Committee	\$ 11,198	
Superintendent's Office	\$ 140,125	
Administrative Support Services	\$ 703,986	
Total Administration		\$ 855,309

INSTRUCTION:

Supervision	\$ 31,341	
Principals' Offices	\$ 1,076,761	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$ 10,430,240	
Professional Development	\$ 89,169	
Textbooks & Instructional Equipment	\$ 456,049	
Library/Media Services	\$ 483,986	
Guidance Services	\$ 275,044	
Total Instruction		\$ 12,842,589

OTHER SCHOOL SERVICES:

Attendance Services	\$ 14,328	
Health Services	\$ 549,163	
Pupil Transportation	\$ 385,938	
After School Activities	\$ 17,345	
Student Body Activities	\$ 2,197	
Cafeteria Services	\$ 160,255	
Total Other School Services		\$ 1,129,226

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$ 840,929	
Heating	\$ 154,662	
Electricity	\$ 223,806	
Telephones	\$ 44,692	
Gas	\$ 2,069	
Water	\$ 25,455	
Networking & Telecommunications	\$ 58,892	
Total Operation of Plants		\$ 1,350,505

MAINTENANCE:

Grounds	\$ 13,542	
Buildings	\$ 136,019	
Equipment	\$ 58,630	
Technology Maint	\$ 40,976	
Total Maintenance		\$ 249,167

LEASE OF BUILDING & EQUIPMENT: **\$ 26,076**

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS **\$ 16,452,872**

SPECIAL EDUCATION PROGRAMS

Legal Services	\$ 3,483	
Supervision	\$ 216,047	
Teaching (Salaries & Supplies)	\$ 5,200,671	
Professional Development	\$ 8,194	
Technology	\$ 5,145	
Psychological Services	\$ 778,797	
Health Services	\$ 29,358	
Transportation	\$ 577,819	
Telephone	\$ -	
Equipment Maintenance	\$ 2,034	
Programs - Other Schools in Massachusetts	\$ 1,373,932	
Lease of Building & Equipment	\$ 2,118	
Payments to Collaboratives	\$ 204,497	

TOTAL EXPENDITURES SPECIAL EDUCATION **\$ 8,402,094**

TOTAL EXPENDITURES **\$ 24,854,966**

BALANCE RETURNED TO GENERAL FUND: **\$ 73,592**

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY19	\$ 35,069	
Total Receipts, FY20	\$ 307,782	
Total Revenues		\$ 342,851

Total Expenditures, FY20 **\$ 342,850**

BALANCE TO FY21 **\$ 0**

SPECIAL ED - CIRCUIT BREAKER

INCOME:

Balance from FY19	\$ 1,175,392	
Total Receipts, FY20	\$ 1,181,327	
Total Revenues		\$ 2,356,719

Total Expenditures, FY20 **\$ 1,175,392**

BALANCE TO FY21 **\$ 1,181,327**



2020 Annual Town Meeting Warrant

Moderator Fred George called the meeting to order at 9:06am, a quorum of at least 100 voters is present.

Moderator Fred George explained the rules of the meeting and reviewed the consent agenda process.

Consent Agenda:

Passed

Articles 1, 2, 3, 9, 11, 15, 19, 29, and 32 are included in the consent agenda. Moderator George read each article included in the consent agenda.

MOTION ARTICLE 1: Appointing Deputy Moderator Consent - Passed

Moved the Town vote to ratify the appointment by the Moderator of Gerry Hickman as Deputy Moderator, as provided by Article II, Section 2-2 of the Northborough Home Rule Charter.

MOTION ARTICLE 2: Compensating Balance Agreement Consent – Passed

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.

Moved the Town 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.

MOTION ARTICLE 3: Prior Year’s Bills

Consent - Passed

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.

Moved the Town vote to pass over this article.

MOTION ARTICLE 4: Town Budget

Passed

Moved the Town vote to raise and appropriate and transfer from available funds the sum of Twenty-Two Million One Hundred Ninety-Two Thousand One Hundred Eighty-Six Dollars (\$22,192,186) for Town Government as displayed in the warrant handout distributed at this Town Meeting, and to meet said appropriation, the following sums available for appropriation be transferred:

Transfer from Cemetery Trust Fund Income	\$ 4,161
Transfer from Cemetery Sale of Lots	\$ 5,250
Transfer from Debt Exclusion	\$ 10,880
Premium Reserve	
Transfer from DPU Transportation Fund	\$ 2,899
Transfer from Conservation Commission Fees	\$ 5,678
Transfer from Fire Emergency Medical	
Services Revolving Fund	\$ 342,829
Transfer from Animal Control Revolving Fund	\$ 31,791
Transfer from Medicare Part D Subsidy	\$ 48,152
Transfer from PEG Access Cable	\$ 304,246
Related Fund	
Free Cash	\$ 878,000

for a total of One Million Six Hundred Thirty-Three Thousand Eight Hundred Eighty-Six Dollars (\$1,633,886) and that the sum of Twenty Million Five Hundred Fifty-Eight Thousand Three Hundred Dollars (\$20,558,300) be raised by taxation.

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

Passed

Moved the Town vote to raise and appropriate and transfer from available funds the sum of Five Million Seven Hundred Seventy Thousand Eight Hundred Fifteen Dollars (\$5,770,815) for the operation of the Water, Sewer and Solid Waste Utilities, in the amounts of Two Million Six Hundred Thousand Nine Hundred Seventy Dollars (\$2,600,970) for the Water Enterprise Fund, Two Million Two Hundred Ninety-Six Thousand Two Hundred Ninety Five Dollars (\$2,296,295) for the Sewer Enterprise Fund, and Eight Hundred Seventy Three Thousand Five Hundred Fifty Dollars (\$873,550) for the Solid Waste Enterprise Fund; and to meet said appropriation, the following sums available for appropriation be transferred:

From:

Water Fund Free Cash	\$ 214,938
Solid Waste Fund Free Cash	\$ 48,390

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy	\$ 337,160
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for a total of Six Hundred Thousand Four Hundred Eighty-Eight Dollars (\$600,488) and that the sum of Five Million One Hundred Seventy Thousand Three Hundred Twenty-Seven Dollars (\$5,170,327) be financed from Water, Sewer and Solid Waste Revenues and allocated as stated above.

MOTION ARTICLE 6: Northborough K-8 Schools Budget

Passed

Moved the Town vote to raise and appropriate by taxation the sum of Twenty-Five Million One Hundred Seventy-Seven Thousand Eight Hundred Forty-Four Dollars (\$25,177,844) for the operation of the Northborough K-8 Public Schools.

MOTION ARTICLE 7: Algonquin Regional High School Budget

Passed

Moved the Town vote to raise and appropriate by taxation Northborough’s share of the assessment for the operation and debt service of the Northborough-Southborough Regional School District, the sum of Thirteen Million Two Hundred Nineteen Thousand Four Hundred Four Dollars (\$13,219,404).

MOTION ARTICLE 8: Assabet Valley Regional Vocational School District Budget

Passed

Moved the Town 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 One Million Two Thousand Eight Hundred Forty-Six Dollars (\$1,002,846).

MOTION ARTICLE 9: Revolving Funds Authorization of Expenditure Limits

Consent - Passed

Moved the Town vote to authorize revolving fund annual expenditure limits for Fiscal Year 2021 as shown in the table on the next page.

Revolving Fund	Annual Expenditure Limit
Fire Department (EMS and Haz Mat)	\$ 500,000
Animal Control	\$ 50,000
Family & Youth Services	\$ 20,000
Council on Aging	\$ 300,000
Community Affairs	\$ 20,000
Library	\$ 20,000

MOTION ARTICLE 10: Appropriations Committee Reserve Fund

Consent - Passed

Moved the Town vote to appropriate the sum of Three Hundred Seventy-Five Thousand Dollars (\$375,000) 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, Three Hundred Seventy-Five Thousand Dollars (\$375,000) be transferred from Free Cash.

The proposed amount for funding was increased by \$200,000 to prepare for COVID-19 related expenses, such as unemployment.

ARTICLE 11: Stabilization Fund Contribution

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

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

MOTION ARTICLE 11: Stabilization Fund Contribution Consent - Passed

Moved the Town vote to pass over this article.

- With CIP articles proposed to be passed over and overall lower budgets, a contribution to Stabilization is not needed to maintain reserves at an acceptable level

MOTION ARTICLE 12: Police – Police Cruiser Replacements

Passed

Moved the Town vote to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the use of the Police Department for the purchase of one new police vehicle and related equipment and to meet said appropriation the sum

of Fifty Thousand Dollars (\$50,000) be transferred from Free Cash.

This appropriation has been amended to reduce the number of cruisers from two to one.

MOTION ARTICLE 13 (CIP): Town Offices – Town Offices Feasibility Study

Passed

Moved the Town vote to appropriate the sum of One Hundred Thousand Dollars (\$100,000) for a feasibility study to evaluate the programmatic space needs and location options for Town Offices, including renovation, relocation or building a new facility, and to meet said appropriation the sum of One Hundred Thousand Dollars (\$100,000) be transferred from Free Cash.

MOTION ARTICLE 14: DPW – Wing Mower Replacement

Passed

Moved the Town vote to appropriate the sum of Seventy-Five Thousand Dollars (\$75,000) for the use of the Department of Public Works for the purchase of a wing mower, and to meet said appropriation the sum of Seventy-Five Thousand Dollars (\$75,000) be transferred from Free Cash.

MOTION ARTICLE 15: DPW – Loader Replacement and Repair

Consent - Passed

Moved the Town vote to pass over this article.

MOTION ARTICLE 16: DPW – Highway Garage Generator

Passed

Moved the Town vote to appropriate the sum of Thirty-Five Thousand Dollars (\$35,000) for the use of the Department of Public Works for the purchase of an emergency generator at the highway garage, and to meet said appropriation the sum of Thirty-Five Thousand Dollars (\$35,000) be transferred from Free Cash; provided, however, that no expenditure of said sum shall be made unless and until the Town receives confirmation of state or federal grant funding for all or a portion of the cost of such generator.

MOTION ARTICLE 17: DPW – Assabet Park Accessibility Improvements

Passed

Moved the Town vote to appropriate the sum of One Hundred Two Thousand Seven Hundred Seventy-Five Dollars (\$102,775) for the use of the Department of Public Works to make accessibility improvements to Assabet Park, and to meet said appropriation the sum of One Hundred Two Thousand Seven Hundred Seventy-Five Dollars (\$102,775) be transferred from Free Cash.

MOTION ARTICLE 18: DPW – Culvert and Drainage Replacement

Consent - Passed

Moved the Town vote to pass over this article.

MOTION ARTICLE 19: DPW – One-Ton Dump Truck with Plow

Consent - Passed

Moved the Town vote to pass over this article.

MOTION ARTICLE 20: DPW – One-Ton Pickup Truck with Plow

Consent - Passed

Moved the Town vote to pass over this article.

MOTION ARTICLE 21: DPW – Road Improvements and Maintenance

Passed

Moved the Town 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.

MOTION ARTICLE 22: DPW/Water & Sewer – Water & Sewer Garage Construction

Passed

Moved the Town vote to appropriate the sum of Nine Hundred Thousand Dollars (\$900,000) to fund construction of a new operations garage for the Water and Sewer Divisions of the Department of Public Works, including the payment of all other costs incidental and related thereto, and to meet said appropriation the sum of Sixty Thousand (\$60,000) shall be transferred from Water Enterprise Fund Free Cash, the sum of Forty Thousand (\$40,000) shall be transferred



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from Sewer Enterprise Fund Free Cash, and the Treasurer, with the approval of the Selectmen, is authorized to borrow Eight Hundred Thousand Dollars (\$800,000) under and pursuant to Massachusetts General Laws Chapter 44, Section 7 Clause 1, or any other enabling authority, and to issue bonds or notes of the Town therefor, and provided that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Laws Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

MOTION ARTICLE 23: DPW/Water – Assabet Storage Tank Rehabilitation Passed

Moved the Town vote to appropriate the sum of Seven Hundred Twenty-Five Thousand Dollars (\$725,000) to fund the rehabilitation of the Assabet Hill Water Tank, including the payment of all other costs incidental and related thereto, and to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Massachusetts General Laws Chapter 44, Section 8 Clause 4, or any other enabling authority, and to issue bonds or notes of the Town therefor, and provided that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Laws Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

MOTION ARTICLE 24: School Department – Melican Middle School Paving Improvements and Accessibility Upgrades Passed

Moved the Town vote to appropriate the sum of Fifty Thousand Dollars (\$50,000) for the purpose of making improvements to the Melican Middle School parking lot and back walkway, and to meet this appropriation the sum of Fifty Thousand Dollars (\$50,000) be transferred from Free Cash.

MOTION ARTICLE 25: Consolidated Personnel Bylaw Passed

Moved the Town vote to amend the Consolidated Personnel Bylaw as shown in the warrant handout distributed at this Town Meeting, and as shown in the document entitled “Article 25 – Consolidated Personnel Bylaw Amendments – 2020 Annual Town Meeting,” 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.

MOTION ARTICLE 26: Old Fire Station, 13 Church Street Passed

Moved the Town vote to transfer the custody and control of the old Fire Station property located at 13 Church Street, containing approximately 0.425 acres and shown as parcel 64 on Assessors’ Map 63, from the Board of Selectmen to the Board of Selectmen, for the purpose of sale, and to authorize the Board of Selectmen to sell and convey such property in accordance with the requirements of Chapter 30B of the General Laws at such price and on such terms as it deems appropriate, and to take all actions and execute all documents necessary or convenient to accomplish a sale of the property.

MOTION ARTICLE 27: Cell Tower Lease, Bearfoot Road Passed

Moved the Town vote to authorize the Board of Selectmen to lease all or a portion of the land located on 119 Colburn Street, as shown on Assessors’ Map 34 as Block 5, currently the site of an existing telecommunications tower, to one or more telecommunications companies for the location of telecommunications facilities thereon, and to grant such easements upon said land as are necessary for utility

services in support of such use; and further to authorize the Board of Selectmen to enter into such lease or leases for said purposes for all or a portion of such land upon such terms and conditions, and for a period in excess of three years, as the Board of Selectmen shall determine to be in the best interest of the Town; and to authorize the Board of Selectmen to enter into such agreements and execute such documents and instruments as are necessary to effectuate the purposes of this article.

MOTION ARTICLE 28: Town Meeting Start/End Time change to 6:00/10:00 pm Passed

Moved the Town vote to amend the Northborough Town Code, Section 1-80-020 Holding of Annual Town Meeting and Special Town Meeting, by changing the start and end times, wherever stated, to 6:00 pm and 10:00 pm, respectively.

MOTION ARTICLE 29: School Department – Bus Transportation Contract Consent - Passed

Moved the Town vote to authorize the School Committee to enter three-year bus transportation contracts with the option to renew the contracts for a fourth and fifth year in accordance with Massachusetts General Laws Chapter 30B Section 12(b).

MOTION ARTICLE 30: Community Preservation Fund – Assabet Park Renovations Passed

Moved the Town vote to appropriate the sum of Four Hundred Twenty Thousand Dollars (\$420,000) from the Community Preservation Unreserved Fund and the sum of Thirty-Two Thousand Two Hundred Twenty-Five Dollars (\$32,225) from Community Preservation Fund revenues, for a total of Four Hundred Fifty-Two Thousand Two Hundred Twenty-Five Dollars (\$452,225) to the Northborough Department of Public Works, for the renovation of the Assabet Park Playground.

MOTION ARTICLE 31: Community Preservation Fund – Vegetation Management of Town Ponds Passed

Moved the Town vote to appropriate the sum of One Hundred Thirty-Five Thousand Dollars (\$135,000) from the

Community Preservation Fund revenues to the Northborough Conservation Commission for a multi-year program for long-term vegetation management of Town ponds, including Bartlett Pond.

**MOTION ARTICLE 32: Community Preservation Fund – 18-hole Disc Golf Course at Edmunds Hill
Consent - Passed**

Moved the Town vote to pass over this Article

**MOTION ARTICLE 33: Community Preservation Fund – White Cliffs Debt Service
Passed**

Moved the Town vote to appropriate the sum of Two Hundred Twenty-Five Thousand Three Hundred Dollars (\$225,300), with Two Hundred Fourteen Thousand One Hundred Fifty-One Dollars (\$214,151) from the Community Preservation Fund revenues and Eleven Thousand One Hundred Forty-Nine Dollars (\$11,149) from the Community Preservation Premium Reserve to the Northborough Community Preservation Committee for Fiscal Year 2021 debt service and expenses associated with the acquisition of the property at 167 Main Street.

**MOTION ARTICLE 34: Community Preservation Fund – Northborough Free Library Repairs
Passed**

Moved the Town vote to appropriate the sum of Seventy-One Thousand Two Dollars (\$71,002), or any other sum, from the Community Preservation Fund revenues and the sum of Thirty-Eight Thousand One Hundred Ninety-Two Dollars (\$38,192) from the Community Preservation Fund Historic Reserves to the Northborough Gale Library, for repairs and restoration.

**MOTION ARTICLE 35: Community Preservation Fund – Howard Street Burial Ground and Cemetery Nomination for National Register of Historic Places
Passed**

Moved the Town vote to appropriate the sum of Eight Thousand Dollars (\$8,000) from the Community Preservation Fund revenues to the Northborough Historic District Commission for document preparation to nominate the Howard Street Burial Ground and Cemetery for listing in the National Register of Historic Places.

**MOTION ARTICLE 36: Community Preservation Fund – Affordable Housing Reserve
Passed**

Moved the Town vote to appropriate the sum of Sixty-Two Thousand Three Hundred Fifty Dollars (\$62,350) from the Community Preservation Fund revenues and place said amount in the Community Preservation Affordable Housing Reserve Fund.

**MOTION ARTICLE 37: Community Preservation Fund – CPA Administration
Passed**

Moved the Town vote to appropriate the sum of Thirty-One Thousand Dollars (\$31,000) 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 2021.

ARTICLE 38: Zoning Bylaw – 7-05-030, Table of Uses, Table 1, Part A

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 A. Residential Districts, by deleting the text shown below in strikethrough and adding the text shown as underlined, or take any action relative thereto.

ARTICLE 38 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part A. Residential Districts

USES	RA	RB	RC	GR	MSR	DN
Other Business Uses						
Funeral home	N	N	BA <u>N</u>	BA <u>N</u>	N <u>BA</u>	N

**MOTION ARTICLE 38: Zoning Bylaw – 7-05-030, Table of Uses, Table 1, Part A
Passed**

Moved the Town 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 A. Residential

Districts, by deleting the text shown in strikethrough and adding the text shown as underlined, as set forth in the Warrant.

ARTICLE 39: Zoning Bylaw 7-05-020, Classification of uses, G. Business uses, (7) Other business uses, (b) Kennel; 7-05-030, Table of Uses, Table 1, Part A. and; 7-05-030, Table of Uses, Table 1, Part B.

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, G. Business uses, (7) Other business uses,

(b) Kennel; Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part A. Residential Districts; and 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.

Section 7-05-020 Classification of uses, G. Business uses, (7) Other business uses, (b) Kennel

~~Kennel: Facility for breeding, sale, boarding or training of more than three (3) dogs or other domestic nonfarm animals. An establishment used for boarding, holding, day care, dog walking on premise, overnight stays or training of animals that are not the property of the owner of the establishment, at which such services are rendered in exchange for consideration and in the absence of the owner of any such animal that includes more than three (3) dogs, three (3) months or older; provided, however, that "boarding or training kennel" shall not include an animal shelter or animal control facility, a pet shop licensed under MGL chapter 129 section 39A, a grooming facility operated solely for the purpose of grooming and not for overnight boarding or an individual who temporarily, and not in the normal course of business, boards or cares for animals owned by others.~~

ARTICLE 39 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part A. Residential Districts

USES	RA	RB	RC	GR	MSR	DN
Other Business Uses						
Kennel	BA <u>N</u>	N	N	N	N	N



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ARTICLE 39 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part B. Commercial and Industrial Districts

USES	DB	BE	BW	BS	HB	I
Other Business Uses						
Kennel	N	N	BA	N	N	N <u>Y</u>

Motion made to pass over this article
Failed

Motion made to amend this article – remove “dog walking on premise”
Passed

MOTION ARTICLE 39: Zoning Bylaw 7-05-020, Classification of uses, G. Business uses, (7) Other business uses, (b) Kennel; 7-05-030, Table of Uses, Table 1, Part A. and; 7-05-030, Table of Uses, Table 1, Part B.
Passed

Moved the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-020 Classification of Uses, G. Business uses, (7) Other business uses, (b) Kennel; Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part A. Residential Districts; and Table of Uses, Table 1, Table of Uses, Part B. Commercial and Industrial Districts, by deleting the text shown in strikethrough and adding the text shown as underlined, as set forth in the Warrant.

ARTICLE 40: Zoning Bylaw – 7-05-030, Table of Uses, Table I, Part B

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.

ARTICLE 40 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part B. Commercial and Industrial Districts

USES	DB	BE	BW	BS	HB	I
Recreation and Entertainment						
Commercial recreation, indoor	BA	BA	BA	BA	BA	N <u>Y</u>

Motion to amend the article by removing Y under table I
Failed

MOTION ARTICLE 40: Zoning Bylaw – 7-05-030, Table of Uses, Table I, Part B
Passed

Moved the Town 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 in strikethrough and adding the text shown as underlined, as set forth in the Warrant.

ARTICLE 41: Zoning Bylaw – 7-05-020, Classification of uses I. Industrial uses, (1) Light manufacturing and 7-05-030, Table of Uses, Table 1, Part B

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, (1) Light manufacturing and 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.

Section 7-05-020 Classification of uses, I. Industrial uses, (1) Light manufacturing

Light manufacturing: Fabrication, processing, packaging, or assembly operations, employing only electric or other substantially noiseless and inoffensive motor power, utilizing hand labor or quiet machinery and processes, and free from neighborhood-disturbing agents such as odors, gas, fumes, smoke, cinders, refuse matter, electromagnetic radiation, heat, vibration, or noise.; *(delete semi-colon and add period)* ~~provided, that all~~ Further, all operations are located entirely within an enclosed building and there is no outside storage of materials or finished goods.

ARTICLE 41 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part B. Commercial and Industrial Districts

USES	DB	BE	BW	BS	HB	I
INDUSTRIAL USES						
Light manufacturing	N	N	N	BA	N	Y <u>PB</u>
Research and development	N	N	N	N	N	Y
Data processing center and records storage	N	N	N	BA	N	Y
Printing and publishing	N	N	N	N	N	Y
Transportation and Distribution Uses						
Warehouse	N	N	N	BA	N	Y <u>PB</u>
Trucking, rail or freight facility, or parcel distribution facility	N	N	N	N	N	Y <u>PB</u>
Other Industrial Uses						
Natural resource extraction	N	N	N	N	N	PB
Fuel storage	N	N	N	N	N	PB
Contractor's yard or lumber yard	N	N	N	N	N	Y <u>PB</u>
Heliport	N	N	N	N	N	PB
Accessory uses; see Section 7-05-020(J)	N	N	N	BA	N	Y

MOTION ARTICLE 41: Zoning Bylaw – 7-05-020, Classification of uses I. Industrial uses, Light manufacturing and 7-05-030, Table of Uses, Table 1, Part B
Passed

Moved the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-020 Classification of uses, I. Industrial uses, (1) Light manufacturing and Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part B. Commercial and Industrial Districts, by deleting the text shown in strikethrough and adding the text shown as underlined, as set forth in the Warrant.

ARTICLE 42: Zoning Bylaw – 7-05-020, Classification of uses, C. Residential uses; (6) Home occupation

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, Part C. Residential uses; (6) Home occupation, by deleting the text shown below in strike-through and adding the text shown as underlined, or take any action relative thereto.

Section 7-05-020 Classification of Uses, Part C. Residential uses; (6) Home occupation

(6) Home occupation: An occupation conducted as an accessory use in an owner-occupied detached single-family dwelling or a detached accessory structure, by the resident owner or members of the owner's family. The home occupation shall be clearly incidental and secondary to the use of the dwelling as a residence.

(b) The following conditions shall apply to any home occupation:

- [1] Not more than one (1) ~~two~~ (2) nonresidents shall be employed on the premises ~~except by special permit from the Zoning Board of Appeals;~~
- [2] Not more than twenty-five (25) percent of the existing gross floor area of the dwelling shall be devoted to the home occupation, including any stock-in-trade, commodities, or products associated with said use, ~~except by special permit from the Zoning Board of Appeals;~~
- [7] No more than two commercial motor vehicles may be parked in the driveway.

**Motion to amend to read “one nonresident and 1 vehicle...”
Amendment Failed**

**MOTION ARTICLE 42: Zoning Bylaw – 7-05-020, Classification of uses, C. Residential uses; (6) Home occupation
Passed**

Moved the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-020 Classification of uses, Part C. Residential uses; (6) Home occupation, by deleting the text shown in strike-through and adding the text shown as underlined, as set forth in the Warrant.

ARTICLE 43: Zoning Bylaw 7-06-030J, Supplemental Density and Dimensional Regulations for Certain Use Classes

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-06-030(J) Supplemental density and dimensional regulations for certain use classes, paragraph (5), by deleting the text shown below in strikethrough, or take any action relative thereto.

(5) The following shall apply to two-family dwellings in the RC, GR, MSR, and DN districts, except that the Planning Board may approve a waiver to reduce one side to 15 feet as long as the remaining five feet are added to the other side yard, such that the sum of the setbacks on each side shall not be less than 40 feet:

District	Minimum Lot Area (sq. ft.)	Minimum Lot Frontage (feet)	Minimum Lot Width (feet)	Minimum Yard Setbacks		
				Front	Side	Rear
RC	30,000	150'	150'	See Table 2	20	See Table 2
GR	25,000	150	150	See Table 2	20	See Table 2
MSR	25,000	100	100	See Table 2	20	See Table 2
DN	20,000	100	100	See Table 2	20	See Table 2

~~The Planning Board may approve a waiver to reduce the minimum lot frontage and minimum lot width to 100 feet by special permit upon a determination that it would not be detrimental to the neighborhood, would be appropriate with respect to the surrounding properties and activities, and would not disturb any consistency of the neighborhood.~~

**MOTION ARTICLE 43: Zoning Bylaw 7-06-030J, Supplemental Density and Dimensional Regulations for Certain Use Classes
Passed**

Moved the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-06-030(J) Supplemental density and dimensional regulations for certain use classes, paragraph (5), by deleting the text shown in strikethrough, as set forth in the Warrant.

ARTICLE 44: Zoning Bylaw – Solar Photovoltaic Installation

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Chapter 7-05 Use Regulation, Section 7-05-020 Classification of uses, by adding the text shown below as underlined; Section 7-05-030 Table 1. Table of Uses. Part A. Residential Districts, by adding the text shown below as underlined; Section 7-05-030 Table 1. Table of Uses. Part B. Commercial and Industrial Districts, by adding the text shown below as underlined; Chapter 7-03 Administration and Enforcement, Section 7-03-050 Site plans, by adding the text shown below as underlined; Chapter 7-06 Density and Dimensional Regulations, Sections 7-06-020 and 7-06-030, by adding the text shown below as underlined; and Chapter 7-10 Special Regulations, by adding Section 7-10-060 shown below as underlined, or take any action relative thereto.

7-05-020 Classification of uses

C. (7) SMALL-SCALE GROUND-MOUNTED SOLAR PHOTOVOLTAIC INSTALLATION - A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted and occupies less than 1,000 square feet of surface area.

C. (8) SOLAR PHOTOVOLTAIC INSTALLATION, ROOF-MOUNTED - A solar photovoltaic system of any size that is structurally mounted to the roof of a building.

I. (6)(e) LARGE-SCALE GROUND-MOUNTED SOLAR PHOTOVOLTAIC INSTALLATION - A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted and occupies 1,000 square feet or more.

J. (2)(b)[4] SOLAR PHOTOVOLTAIC INSTALLATION, CANOPY MOUNTED - A solar photovoltaic system that is structurally mounted on a canopy over a parking area.



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

Uses	DB	BE	BW	BS	HB	I
B. Accessory Uses						
Accessory dwelling unit	BA	BA	BA	N	N	N
Boarding house	BA	N	N	N	N	N
Solar Photovoltaic Installation, Roof-Mounted	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
Solar Photovoltaic Installation, Canopy Mounted ¹¹	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
Small-Scale Ground-Mounted Solar Photovoltaic Installation	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
INDUSTRIAL USES						
Light manufacturing	N	N	N	BA	N	Y
Research and development	N	N	N	N	N	Y
Data processing center and records storage	N	N	N	BA	N	Y
Printing and publishing	N	N	N	N	N	Y
Large-Scale Ground-Mounted Solar Photovoltaic Installation	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>

14 In the Downtown Business or Business East District, an ATM shall be located inside a building with other permitted uses, or mounted on an exterior wall of a bank for walk-up or drive-through service. A free-standing or kiosk-style ATM or an ATM mounted on an exterior wall of a building for drive-through service is permitted only in the Business West, Business South (by special permit), or Highway Business District.

15 Notwithstanding the provisions of Section 7-03-030 or any other provision of this zoning bylaw, no use variance for a ~~marijuana establishment, medical marijuana treatment center, or sale of marijuana~~ accessories shall be permitted.

7-03-050 Site plans. 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, or multifamily structure or purpose;
- (b) All nonresidential additions, expansions or reconstruction exceeding one thousand (1,000) gross square feet or that would require a total of ten (10) or more parking spaces to serve both existing and new development, or any change of use which would require ten (10) or more additional parking spaces based only on new development;
- (c) Construction or creation of any new parking lot or the expansion or redesign of an existing parking lot with ten (10) or more parking spaces for a municipal, institutional, commercial, industrial, or multifamily structure or purpose; or
- (d) Land clearing or grading in accordance with Section 7-09-010, except as provided under subsection (A)(2) of this section

(e) Construction of a Large-Scale Ground-Mounted Solar Photovoltaic Installation.

Chapter 7-06-020 Table of Density and Dimensional Regulations

Table 2. Table of Density and Dimensional Regulations

Add Footnote #4. See Section 7-06-030(C)(4) for lot regulations that apply to industrial uses that abut residential districts.

Chapter 7-06-030 Supplemental regulations

C. Yard requirements

(4) In nonresidential (business and industrial) districts:

(a) No accessory structure or use shall be established within the front, side or rear setbacks on a lot, except for driveways and permitted signs. The location of off-street parking shall be in accordance with Section 7-09-030.

(b) In the Industrial District, the minimum setback along the lot line adjacent to a residential or business district shall be one hundred (100) feet from a residential district and fifty (50) feet from a business district. When the residential zoning district boundary is located in or at a street, the setback may be reduced by the width of the street which is in the residential zone.

(c) For any new or substantially improved Large-Scale Ground-Mounted Solar Photovoltaic Installation, the minimum setback along the lot line adjacent to a residential district shall be 100 feet.

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

A. Purpose.

The purpose of this bylaw is to provide a permitting process for the development of new Large-Scale Ground-Mounted Solar Photovoltaic Installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations. This bylaw seeks to address issues of public safety; prevent undesirable impacts on residential properties and neighborhoods; protect scenic, natural and historic resources; and/or preserve wildlife corridors. Additionally, it is the intent of this bylaw to encourage the siting of Solar Photovoltaic Installations at previously developed sites and to discourage the clearing of natural vegetation to the maximum extent practicable.

7-05-030 Table of Uses

Table 1. Table of Uses. Part A. Residential Districts.

USES	RA	RB	RC	GR	MSR	DN
RESIDENTIAL USES						
Accessory Uses						
Garage or carport ⁶	Y	Y	Y	Y	Y	Y
Storage of recreational vehicle	Y	Y	Y	Y	Y	Y
Other accessory structure	Y	Y	Y	Y	Y	Y
Accessory dwelling unit	BA	BA	Y	Y	Y	Y
Boarding house	N	N	BA	BA	BA	Y
Home occupation (See Section 7-05-020(C)(6))						
Home professional office	Y	Y	Y	Y	Y	Y
Home personal service	BA	BA	BA	BA	BA	Y
Home business workshop	Y	Y	Y	Y	Y	Y
Home hospitality or tourism establishment	BA	BA	BA	BA	BA	Y
Home specialty retail	N	N	N	N	BA	Y
Solar Photovoltaic Installation, Roof-Mounted	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
Solar Photovoltaic Installation, Canopy Mounted	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
Small-Scale Ground-Mounted Solar Photovoltaic Installation	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
Large-Scale Ground-Mounted Solar Photovoltaic Installation	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>

11 Canopy Installations may be sited in Business and Industrial zoning districts when the entire array is located over a single, contiguous parking area.

12 Retail is subject to the following maximum gross floor area requirements per individual retail establishment: Downtown Business, up to five thousand (5,000) sq. ft. permitted, maximum of fifteen thousand (15,000) sq. ft. by special permit; Business East, up to fifteen thousand (15,000) sq. ft. permitted, maximum of twenty-five thousand (25,000) sq. ft. by special permit; Business West, up to fifteen thousand (15,000) sq. ft. permitted, maximum of twenty-five thousand (25,000) sq. ft. by special permit; Business South, up to fifteen thousand (15,000) sq. ft. permitted, maximum of fifty thousand (50,000) sq. ft. by special permit.

13 Drive-through retail shall be subject to the same maximum gross floor area requirements that apply to retail.

B. Applicability.

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

Solar installations with a footprint of less than 1,000 square feet of surface area of solar panel proposed as an accessory use in Residential zoning districts are not subject to this Bylaw. Roof-Mounted systems are allowed as an accessory use by-right in all districts. Canopy Installations are allowed by-right as an accessory use in Business and Industrial zoning districts when the entire array is located over a single, contiguous parking area. No Solar Photovoltaic Installation shall be constructed, installed or modified without first obtaining a building permit.

C. Definitions.

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

Large-Scale Ground-Mounted Solar Photovoltaic Installation: A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted and occupies 1,000 square feet or more.

Solar Photovoltaic Array: An arrangement of solar photovoltaic panels.

D. General Requirements for all Large-Scale Ground-Mounted Solar Photovoltaic Installations. The following requirements apply to all Large-Scale Ground-Mounted Solar Photovoltaic Installations:

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

2. Site Plan Approval: Large-Scale Ground-Mounted Solar Photovoltaic Installations are subject to site plan approval by the Planning Board. Site plans shall contain all the requirements of 7-03-050 (Site plans), Section 7 of the Northborough Planning Board Rules and Regulations (Site Plan Approval) and, in addition, include:
 - a. A site plan detailing the array arrangement, control panels or enclosures, inverter assemblies, step-up transformers, the utility interconnection point, and energy storage systems (if proposed).
 - b. A one-line diagram showing the array panel interconnections, inverter arrangement, step-up transformer connections, the utility interconnection including reclosure(s) (if required), and energy storage systems (if proposed). The one-line diagram shall identify all the protection devices in the circuit including electrical isolation disconnects.
 - c. The site safety electrical grounding plan including the grid design and location of ground rods, fence and gate grounds.
 - d. A protection scheme coordination study certified as correct and stamped by a registered Professional Engineer from the Commonwealth of Massachusetts shall be provided that indicates the equipment protection is properly coordinated.
 - e. An equipment table or documentation shall be provided detailing the various components, oil filled apparatus (transformers or high voltage switches).
 - f. All provisions of the National Electrical Code and National Electrical Safety Code shall apply.
 - g. Details of the array foundations and structural mounting shall be provided.
 - h. Calculations shall be provided for all structural loading (including but not limited to wind and ice). Electrical cable, array interconnection and feeder calculations shall be provided, along with the grounding calculations.
 - i. The information provided above shall be certified as correct and stamped by a registered Professional Engineer from the Commonwealth of Massachusetts.
 - j. All requirements of the Massachusetts Fire Prevention Code shall apply.

- k. All requirements of National Fire Protection Association Standard 855 (Standard for the Installation of Stationary Energy Storage Systems) shall apply.

3. Site Control: The project Applicant or Operator shall submit documentation of actual or prospective access and control of the project site which is sufficient to allow for construction and operation of the proposed Large-Scale Ground-Mounted Solar Photovoltaic Installation.
4. Payment in Lieu of Taxes (PILOT): If payment of a PILOT is proposed, the Applicant shall submit a draft PILOT agreement as part of its application for Site Plan Approval and shall submit the amount of the PILOT payment in the first year, the basis for annual escalation, and a statement comparing the annual PILOT payment to what might be paid to the Town in property taxes based on the Town's current mill rate and estimated assessed value of the installation. The Town understands that PILOT agreements have the advantage of removing uncertainty from the Applicant's economic position. However, Applicants are advised that PILOT agreements are subject to Town Meeting approval.
5. Security: Security measures and fencing shall be provided for Large-Scale Ground-Mounted Solar Photovoltaic Installations in order to prevent unauthorized access. All equipment, stored materials, etc. within the fence perimeter shall be set back from the fence a minimum of 10 feet. Gates shall be locked at all times when not actually in use. The use of barbed wire or razor wire fencing is prohibited. The following signage shall be required: high voltage warning signs on the fence every 20 feet or in accordance with OSHA or other safety criteria, and the entry gate shall have signage using 2 inch or higher letters identifying the facility Applicant or owner and providing emergency contact information. The Owner or Operator shall be required to provide a Knox Box (a secure, tamper-proof storage box for keys or other access tools) at each locked entrance to the facility and maintain a complete set of all keys or devices required to gain emergency access to all areas, buildings and equipment of the facility in each Knox Box and shall coordinate the



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location, size, and installation of each Knox Box with the Fire Department.

6. Operations & Maintenance Plan: The project Applicant or Operator shall submit a plan for the operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation which shall include measures for maintaining safe access to the installation, stormwater controls and general procedures for operations and maintenance of the installation. The Operations & Maintenance Plan should address maintenance of site screening in perpetuity and plowing access roads for emergency access after a snow event. All electrical panels shall be labeled using 2-inch-high numbers and letters with the highest voltage level within the panel or enclosure.
7. Notifications, Safety Reviews and Training:
 - a. The Applicant shall meet with the Town of Northborough Police Chief or their designated representative to review the security plan and provide emergency call contact information. If requested by local emergency services, the Owner or Operator shall be required to provide emergency response personnel with training on all equipment and emergency response procedures.
 - b. The Applicant shall meet with the Town of Northborough Fire Chief to review the installation including potential fire sources, including but not limited to oil filled apparatus. Material Safety Data Sheets (MSDS) for any construction use or planned storage of hazardous materials including cleaning solvents, oils, etc. shall be provided to the Fire Chief.
 - c. Upon request, the Applicant or Operator shall cooperate with local emergency services and/or the Department of Public Works in developing an emergency response plan. All means of shutting down the Large-Scale Ground-Mounted Solar

Photovoltaic Installation shall be clearly marked. The Applicant or Operator shall identify a responsible person for public inquiries throughout the life of the installation and immediately notify the Planning Board and local emergency services of any change to the responsible person and/or his contact information.

- d. Upon request, the Applicant or Operator shall provide a copy of the project summary, electrical schematic, and the approved site plan to the Police Chief, the Fire Chief, and/or the Department of Public Works Director.
- e. Annually the Applicant or owner shall meet on-site or as mutually agreed with representatives of the Fire and Police departments to review any changes or concerns with the installation.
8. Utility Notification: No Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be constructed until evidence has been given to the Planning Board that the utility company that operates the electrical grid where the Installation is to be located has approved, or provided evidence that the utility will approve, the Applicant's proposed solar array interconnection. Off-grid Installations or systems shall be exempt from this requirement.
9. Appurtenant Structures: All appurtenant structures to Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be subject to provisions of the Zoning Bylaw concerning the bulk and height of structures, lot area, open space, parking and building coverage requirements, and sound or noise level generated by equipment. All such appurtenant structures, including but not limited to equipment shelters or enclosures, storage facilities, batteries, transformers, and substations, shall be architecturally compatible with each other. Setbacks shall conform to Subsection E. of this bylaw.

E. Dimensional Requirements.

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

2. Side Yard Setback: Each side yard shall have a depth of at least 20 feet provided, however, that where the lot abuts a Residential district or residential use within the district allowing Large-Scale Ground-Mounted Solar Photovoltaic Installations, the side yard shall not be less than 100 feet.
3. Rear Yard Setback: The rear yard shall have a depth of at least 25 feet provided, however, that where the lot abuts a Residential district or residential use within the district allowing Large-Scale Ground-Mounted Solar Photovoltaic Installations, the rear yard shall not be less than 100 feet.
4. Maximum Coverage: No more than 50-percent of the total land area proposed for the Large-Scale Ground-Mounted Solar Photovoltaic Installation may be occupied by the solar panels, accessory structures, and appurtenances, with the remainder of the land remaining as open space either in its natural state, developed as community recreation, agricultural use, or similar state as approved by the Planning Board.

F. Design Standards.

1. Lighting: Lighting of the Large-Scale Ground-Mounted Solar Photovoltaic Installation, including all ancillary and appurtenant structures shall be limited to that required for safety, security, and operational purposes, and shall be of reasonable height and appropriately shielded from abutting properties. All lighting shall be switchable and not "on" unless required for security or operations purposes.
2. Visual Impacts: The visual impact of the Large-Scale Ground-Mounted Solar Photovoltaic Installation, including all accessory structures and appurtenances shall be mitigated to the maximum extent feasible. All accessory structures and appurtenances shall be architecturally compatible with each other. Structures shall be shielded from view and/or located within the site to avoid adverse visual impacts as deemed reasonable by the Planning Board. Methods such as the use of landscaping, natural features and opaque fencing shall be utilized.
3. Screening/Landscape Buffer: At a minimum, half of the provided front, side and rear yard setback areas shall be designed to reduce the visual impact of the Solar Photovoltaic Array upon adjacent property by

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

4. Utility Connections: All utility connections from the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be underground unless specifically permitted otherwise by the Planning Board based on soil conditions, shape, and topography of the site and any requirements of the utility provider.
5. Stormwater Management: Best management practice shall be used for controlling and managing stormwater run-off and drainage for the Large-Scale Ground-Mounted Solar Photovoltaic Installation in compliance with all applicable federal, state and local regulations.

G. Environmental Standards.

- a. Land Clearing, Soil Erosion and Habitat Impacts: Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation or otherwise prescribed by applicable laws, regulations and bylaws.
- b. Public Nuisance: Such use shall not create a nuisance by virtue of noise, vibration, smoke, dust, odors, heat, glare, and radiation, unsightliness or other nuisance as determined by the Planning Board under Site Plan review. Noise generated by Large-Scale Ground-Mounted Solar Photovoltaic Systems and associated equipment and machinery shall conform to applicable regulations, including the Massachusetts DEP's Division of Air Quality noise regulations, 310 CMR 7.10.
- c. Stormwater Management Plan: The Stormwater Management Plan submitted with the permit application shall contain sufficient information for

the Planning Board to evaluate the environmental impact and effectiveness of the measures proposed for reducing adverse impacts from stormwater runoff. This plan must be submitted with the stamp and signature of a Registered Professional Engineer who is licensed in the Commonwealth of Massachusetts. The Stormwater Management Plan shall fully describe the project in drawings, narrative, and calculations. It shall include:

- a. The site's existing & proposed topography with contours at 2-foot intervals;
- b. A description and delineation of existing stormwater conveyances, impoundments, environmental resources on or adjacent to the site into which stormwater flows;
- c. A delineation of 100-year flood plains, if applicable;
- d. Estimated seasonal high groundwater elevation in areas to be used for stormwater retention, detention, or infiltration;
- e. The existing and proposed vegetation and ground surfaces with runoff coefficients for each;
- f. A drainage area map showing pre- and post-construction watershed boundaries, drainage area and stormwater flow paths, including municipal drainage system flows, at a scale that enables verification of supporting calculations;
- g. A recharge area analysis that calculates pre-and post-project annual groundwater recharge rates on the parcel;
- h. A description and drawings of all components of the proposed stormwater management system;
- i. Hydrologic and hydraulic design calculations for the pre-development and post-development conditions for the design storms specified in the Massachusetts Stormwater Handbook;
- j. Soils information from test pits performed at the location of proposed Stormwater Management facilities, including soil descriptions, depth to seasonal high groundwater and depth to bedrock. Soils information will be based on site test pits logged by a Massachusetts Certified Soil Evaluator;
- k. Landscaping plan describing the woody and herbaceous vegetative stabilization and management techniques to be used within and adjacent to the stormwater impact area; and
- l. A Stormwater Pollution Prevention Plan (SWPPP) consistent with the requirements of the Massachusetts

Department of Environmental Protection (MassDEP) and the federal Environmental Protection Agency (EPA).

- H. Modifications. All substantial modifications or changes to a Large-Scale Ground-Mounted Solar Photovoltaic Installation require Site Plan Approval by the Planning Board. This requirement shall apply to the addition or modification of associated battery storage systems.

- I. Ownership Changes. If the Owner or Operator of the Large-Scale Ground-Mounted Solar Photovoltaic Installation changes or the owner of the property changes, the site plan approval shall remain in effect, provided that the successor Owner or Operator assumes in writing all of the obligations of the Site Plan Approval, Operations and Maintenance Plan, and a decommissioning plan. A new Owner or Operator of the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall notify the Planning Board and local emergency personnel of such change in ownership or Operator within [30] days of the ownership change.

- J. Abandonment or Decommissioning. Any Large-Scale Ground-Mounted Solar Photovoltaic Installation which has failed to operate for more than one year, as determined by the interconnected utility's revenue metering equipment or billing records, without the written consent of the Planning Board, shall be considered abandoned and shall be removed. The Applicant or Operator shall physically remove the Installation no more than 150 days after the date of discontinued operations. If more than 150 days pass the Town may enter and physically remove the installation. The Applicant or Operator shall notify the Building Inspector by certified mail of the proposed date of discontinued operations and plans for removal. The Applicant or Operator shall be responsible for all associated decommissioning activities and associated costs. Decommissioning shall consist of:

1. Physical removal of all Large-Scale Ground-Mounted Solar Photovoltaic Installation structures, foundations, equipment, security barriers, control buildings or enclosures, underground wiring, cables or grounding conductors and the utility interconnection equipment and lines from the site;
2. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;



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3. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the Applicant or Operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.
- K. Financial Surety. Prior to issuance of a building permit, the applicant shall provide a form of surety through a cash deposit, which sum shall be held by the by the Town pursuant to M.G.L. c. 44, § 53 ½ to cover the cost of removal in the event the Town must remove the installation and remediate the landscape. The applicant shall submit a fully inclusive estimate, prepared by a professional engineer. This estimate shall include the costs associated with removal and disposal of all materials including fluids and hazardous materials, without including any potential salvage and recycling estimates. The Planning Board and Town Treasurer shall accept the form and amount of surety. Surety shall include an escalator for calculating increased removal costs due to inflation.
- L. Use variances. No use variances shall be granted for the development of a Large-Scale Ground- Mounted Solar Photovoltaic Installation in any zoning districts other than those specified in Table 1: Table of Uses.
- M. Severability. The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw.

MOTION ARTICLE 44: Zoning Bylaw – Solar Photovoltaic Installation

Passed

Moved the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, by adding the text shown as underlined, as set forth in the Warrant, to the following chapters and sections: Chapter 7-05 Use Regulation, Section 7-05-020 Classification of uses; Section 7-05-030 Table 1. Table of Uses. Part A. Residential Districts; Section 7-05-030 Table 1. Table of Uses. Part B. Commercial and Industrial Districts; Chapter 7-03 Administration and Enforcement, Section 7-03-050 Site plans; Chapter 7-06 Density and Dimensional Regulations, Sections 7-06-020 and 7-06-030; and Chapter 7-10 Special Regulations, by adding Section 7-10-060.

ARTICLE 45: Zoning Bylaw – Hazardous Materials

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Chapter 7-02 General Provisions, Section 7-02-040 Definitions, by adding the text shown below as underlined; Chapter 7-05 Use Regulations, Section 7-05-020 Classification of uses, Section 7-05-030 Table of Uses, Table 1. Table of Uses. Part B. Commercial and Industrial Districts, Section 7-05-040 Environmental performance standards, by adding the text shown below as underlined; and Chapter 7-06 Density and Dimensional Regulations, Section 7-06-030 Supplemental regulations, by adding the text shown below as underlined, or take any action relative thereto.

Chapter 7-02

GENERAL PROVISIONS

Section 7-02-040 - Definitions

Hazardous Materials means a product or waste or combination of substances which because of quantity, concentration, or physical, or chemical, or infectious characteristics may reasonably pose, in the determination of the Zoning Enforcement Officer, a substantial present or potential hazard to the human health, safety or welfare, or the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed. Any substance which may create a special hazard in the

event of a spill, leak, fire, or exposure and all substances deemed a hazardous waste in M.G.L., Chapter 21C and the United States Environmental Protection Agency's priority pollutants as described in Section 307(a) of the Clean Water Act shall also be considered a hazardous material for the purpose of the Bylaw.

Chapter 7-05

USE REGULATIONS

Section 7-05-020 Classification of uses

I.(6)(f) Hazardous Waste Facility means (a) Any new or substantially improved site or structure which will be used for the production, storage, recycling, treatment, incineration, dewatering, refining, reclamation, stabilization, solidification, landfilling or disposal of any of the dangerous materials or substances defined as "hazardous materials" per this Bylaw, or other processes where hazardous wastes can be stored, treated or disposed of; (b) Any new or substantially improved site or structure which will be used for any activity requiring the maintenance of a supply of more than 550 gallons, or other comparable volume, of any hazardous materials or substances on the premises; or (c) Any new or substantially improved site or structure that will involve the production, storage, treatment or use of any amount of radioactive substances. All Hazardous Waste Facilities as defined herein shall be subject to the provisions of §7-05 and §7-05-040, in addition to all other applicable provisions. This definition does not include a municipal or industrial wastewater treatment facility if permitted under M.G.L. Chapter 21, Section 43.

I.(6)(g) Solid Waste Disposal Facility: Refuse transfer station, composting plant, solid waste recycling operation and any other works or use approved by the Massachusetts Department of Public Health and the Board of Health of the Town of Northborough for processing, handling, treating, incinerating and disposing of solid or liquid waste materials, including garbage, rubbish, junk, discarded bulk items, and sludges but not raw sewage, and similar waste items.

Chapter 7-05 USE REGULATIONS

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

Uses	DB	BE	BW	BS	HB	I
Other Industrial Uses						
Natural resource extraction	N	N	N	N	N	PB
Fuel storage	N	N	N	N	N	PB
Contractor's yard or lumber yard	N	N	N	N	N	Y
Heliport	N	N	N	N	N	PB
Accessory uses; see Section 7-05-020(J)	N	N	N	BA	N	Y
Hazardous Waste Facility	N	N	N	N	N	PB
Solid Waste Disposal Facility	N	N	N	N	N	PB

Section 7-05-040 Environmental performance standards E. Miscellaneous standards.

- (1) Cinders, fumes, toxic gases, smoke, refuse, or other waste materials shall be effectively confined to the premises and treated or disposed of in accordance with state and federal regulations governing air, water, and soil pollution.
- (2) No emission of any dirt, dust, fly ash and other forms of particulate matter, or any other air, water, or other pollutants shall exceed the emission levels of state and federal regulations governing air, water, and soil pollution.
- (3) No emission of radioactive material shall exceed the limitations of state and federal regulations governing air, water, and soil pollution.
- (4) All activities involving, and all storage of, inflammable and explosive materials shall be provided with adequate safety devices against hazards from fire and explosion, and with adequate firefighting and fire suppression equipment as determined by the Northborough Fire Department, and shall

be conducted in accordance with permits and licenses issued by the Fire Department and the Board of Selectmen under MGL C. 148, where applicable. Burning of waste materials in the open contrary to state law is prohibited.

(5) No release of toxic or biohazardous material shall be allowed except in conformance with state and federal regulations and unless all applicable permits therefor have been granted by the appropriate issuing authorities.

(6) The Planning Board shall consider impacts on traffic, parking, noise, light, hours of operation, unsightly storage or conditions, objectionable odors, neighborhood character, safety, public services and utilities, overcrowding, and pollution, and the environment when granting a Special Permit for any industrial uses.

DENSITY AND DIMENSIONAL REGULATIONS

Chapter 7-06-030

C. Yard requirements

(4) In nonresidential (business and industrial) districts:

(a) No accessory structure or use shall be established within the front, side or rear setbacks on a lot, except for driveways and permitted signs. The location of off-street parking shall be in accordance with Section 7-09-030.

(b) In the Industrial District, the minimum setback along the lot line adjacent to a residential or business district shall be one hundred (100) feet from a residential district and fifty (50) feet from a business district. When the residential zoning district boundary is located in or at a street, the setback may be reduced by the width of the street which is in the residential zone.

(c) For any new or substantially improved Large-Scale Ground-Mounted Solar Photovoltaic Installation, the minimum setback along the lot line adjacent to a residential district shall be 100 feet.

(d) For any new or substantially improved Hazardous Waste Facility or Solid Waste Facility, the minimum setback along the lot line adjacent to a residential district shall be 1,500 feet.

Table 2. Table of Density and Dimensional Regulations

Add Footnote #4. See Section 7-06-030(C)(4) for lot regulations that apply to industrial uses that abut residential districts.

MOTION ARTICLE 45: Zoning Bylaw – Hazardous Materials

Passed

Moved the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, by adding the text shown as underlined, as set forth in the Warrant, to the following sections: Chapter 7-02 General Provisions, Section 7-02-040 Definitions; Chapter 7-05 Use Regulations, Section 7-05-020 Classification of uses, Section 7-05-030 Table of Uses, Table 1. Table of Uses. Part B. Commercial and Industrial Districts, Section 7-05-040 Environmental performance standards; and Chapter 7-06 Density and Dimensional Regulations, Section 7-06-030 Supplemental regulations.

ARTICLE 46: Reports

Passed over

1:40pm motion made to dissolve the meeting

Passed

Attendance 7/18/2020	245
Total Registered Voters	11,290

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 Victualer 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 St.	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/Variances	Planning	508-393-5019