

REVISED



BOARD OF SELECTMEN
MEETING AGENDA
Monday, November 21, 2022
7:00 p.m.

Pursuant to Chapter 22 of the Acts of 2022, An Act Relative to the Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on July 16, 2022, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted.

To view or listen

- Live Stream link YouTube:
https://www.youtube.com/channel/UCRdBrw3HeEAMB_KFKasrgXA
- Zoom webinar link: <https://town-northborough-ma-us.zoom.us/j/87454312394>
When prompted, enter Password 287806
- CATV Government Channels: Verizon Channel 30, Charter Channel 192
- Call 1-646-876-9923
When prompted, enter Meeting ID 874 5431 2394 and Password 287806

For Public Comment

Public Comment is allowed and encouraged during any agenda item. To offer comments at any time, please use the “raise hand” button in Zoom, or raise your hand if in person. The Chair will recognize you before any vote or before the agenda item is otherwise concluded.

*** Public comment will be limited to 3 minutes per person ***



BOARD OF SELECTMEN
MEETING AGENDA CONTINUED
Monday, November 21, 2022
7:00 p.m.

1. Public Comment.
2. [Approval of November 7, 2022 Meeting Minutes.](#)
3. [Fire Captain Rob Theve: Presentation on Fire Department collection for “Toys for Tots”.](#)
4. [Community Affairs Committee Chair Suzy Cieslica: Presentation on 2022 Tree Lighting event; request to close Blake Street; and approve the placement of a Menorah display near the Neil Ellsworth Tree on Blake Street.](#)
5. [7:05 PM – Public Hearing with Board of Assessors for the purpose of discussing the valuation of each class of property; the minimum residential factor and the allocation of the tax burden among the four classes of **rear real** property: residential, open space, commercial and industrial, and of personal property.](#)
6. Reports.
7. [Interview Subcommittee: Recommendation for appointments to the Temporary Traffic Safety Committee.](#)
8. [Approval/Execution of Plowing and Treatment Agreements for private ways for the 2022/2023 winter season.](#)
9. Any other business to come before the Board.
10. Public Comment.

**BOARD OF SELECTMEN
MEETING MINUTES – November 7, 2022**

6:00 p.m. - Chair's Introduction to Remote Meeting

Chair Cohen stated that this Open Meeting of the Board of Selectmen was being conducted remotely consistent with the July 16, 2022 Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency and that all members of the Board of Selectmen are allowed and encouraged to participate remotely.

Chair Cohen noted that the Order allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. He added that ensuring public access does not ensure public participation unless such participation is required by law. Chair Cohen noted that this meeting will allow for Public Comment throughout the agenda. He indicated the various ways that the public may view or participate in this meeting as listed on the posted agenda.

Chair Cohen confirmed that the following members and persons anticipated on the agenda were remotely present and could be heard.

Board of Selectmen

Mitch Cohen
Julianne Hirsh
Kristen Wixted
Jason Perreault
T. Scott Rogers

Others

John Coderre, Town Administrator
Becca Meekins, Assistant Town Administrator
David Parenti, Fire Chief
Brian Griffin, Police Lieutenant
Scott Charpentier, DPW Director
Jason Little, Finance Director

Any votes taken this evening will be by roll call.

Chair Cohen announced that the Board will enter into Executive Session and will return to the open meeting at 7:00 p.m.

EXECUTIVE SESSION

Selectman Perreault moved the Board vote to enter into executive session pursuant to M.G.L., Chapter 30A, Section 21, Subsection 3 (Collective Bargaining – update on negotiations with the Dispatchers Union) (Litigation – update on SA Farms) due to the Chair's determination that a discussion regarding these matters in an open meeting may have a detrimental effect on the position of the Board; Selectman Hirsh seconded the motion; the roll call vote was as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

7:00 p.m. – OPEN MEETING

PUBLIC COMMENT

Chair Cohen invited comments from the public. There were none.

APPROVAL OF MINUTES – OCTOBER 17, 2022 MEETING

Selectman Hirsh moved the Board vote to approve the October 17, 2022 meeting minutes; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

7:00 p.m. - CONTINUED PUBLIC HEARING

To consider an application from G&I IX FORBES WHITNEY LLC to amend the existing aboveground storage license for premises located at 30 Forbes Road by increasing the on-site storage of flammable and combustible liquids, flammable gases and flammable solids.

Mr. Coderre indicated that the Planning Board approved an application by Aspen Aerogels for a Modification of Special Permit of Use and Special Permit per the Groundwater Protection Overlay District Bylaw. It is his understanding that all Planning Board questions, comments and concerns that were expressed during the original Public Hearing held on September 27, 2022 have been addressed.

David Bielunis, George Gould and Rachael Weiskind were present to answer any questions. There were no questions from members of the Board and no comments from the public.

Selectman Rogers moved the Board vote to close the public hearing; Selectman Perreault seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

Selectman Rogers moved the Board vote approve the application of G&I IX FORBES WHITNEY LLC to amend the existing aboveground storage license for premises located at 30 Forbes Road by increasing the on-site storage of flammable liquids from 880 gallons to 2,000 gallons; combustible liquids from 380 gallons to 500 gallons; flammable gases from 390 cubic feet to 2,000 cubic feet with the addition of 11 lbs. of flammable solids all to be stored in specified storage rooms and other approved storage containers; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

HISTORIC DISTRICT COMMISSION CHAIR NORM CORBIN

Presentation on the Northborough Historic Preservation Plan.

Mr. Corbin indicated that the Historic District Commission has completed its Historic Preservation Plan. He reviewed the highlights of the plan and the Town’s top preservation priorities. He noted that the plan can be found on the Historic District Commission page on the Town website. Hard copies will also be available at the Town Hall, Library and Senior Center.

Board members thanked Mr. Corbin and the Historic District Commission for creating such an important and informative document.

Mr. Corbin responded to a public comment from Laura Ziton of 17 Franklin Circle that the Historic Preservation Plan details future projects, but does not detail any particular source of funding. Although typically the Historic District Commission seeks funding for specific projects through the Community Preservation Committee.

REPORTS

Julianne Hirsh

- Noted that Veterans Day is on November 11th. Thanked all veterans and their families for their service and sacrifice.
- Noted that the Community Preservation Committee (CPC) recently met and will be scheduling public hearings as they review applications for CPC funding. She asked if the Board could communicate with the CPC to see if any of the projects before them would be better funded through ARPA funds.
- Participated in the walkthrough of the White Cliffs. Thanked Facilities Manager Shawn Thompson for his upkeep of the property. Asked if Mr. Thompson can report on the condition of Town owned properties to see if any projects can be funded through the use of ARPA funds. Mr. Coderre responded that the assessment of Town owned properties can be found in the existing 6-year Capital Improvement Plan. He noted that any projects that Mr. Thompson and DPW Director Scott Charpentier feel are necessary are included in either the operating budget for maintenance of municipal buildings or the Capital Improvement Plan. He will make a request to the Board if the need for ARPA funding arises. Mr. Charpentier added that a grant application has been submitted to the State to fund a self-evaluation in accordance with ADA requirements, which will include a professional assessment of all of the municipal building facilities.

T. Scott Rogers

- Thanked the members of the Boros Cares 4 Troops (BC4T) and all others who helped coordinate the participants and spectators for the Veterans Rolling Rally down Main Street this past Sunday.
- Looking forward to the Veterans Luncheon that will be held at the Senior Center on November 9th.
- Asked that residents keep leaves and grass separate from brush when dropping them off at the Highway Garage.
- Noted that the Planning Board has initiated a discussion to dissolve the Groundwater Advisory Committee. He will continue to monitor these conversations and hopes that the Planning Board understands the importance of having a Groundwater Advisory Committee.
- Noted that November 8th is Election Day. Residents can vote in-person at the Melican Middle School. Mail-in-ballots should be returned by using any of the drop boxes located at Town Hall.

Kristen Wixted

- Thanked the Public Works and Engineering Departments for organizing this year's annual Hazardous Waste Removal Day on October 29th.
- Noted that the Community Affairs Committee held their annual Jack-O-Lantern Stroll at the Town Common. Thanked them for planning this event and thanked all who participated.
- Noted that the Community Affairs Committee has scheduled this year's tree lighting event for December 3rd at 4:30pm. Chair Cohen added that Hanukkah will not overlap with the tree lighting as it did last year. The Menorah will be on display during the tree lighting event, but will not be lit until sometime during the Holiday of Hanukkah.
- Noted that the Northborough public schools will be closed on Election Day.

Jason Perreault

- Thanked the members of the Boros Cares 4 Troops (BC4T) for organizing the Veterans Rolling Rally. Thanked the Police Department for providing the escort and thanked the Public Works Department for installing the Hometown Heroes banners.
- Acknowledged his appreciation to all Veterans for their service.

Mitch Cohen

- Announced that the annual scouting for food pickup event is scheduled to take place on Saturday, November 12th.

DISCUSSION AND VOTE TO RELEASE ARPA FUNDS FOR THE COMMUNITY**MEALS PROGRAM**

A copy of a June 21, 2022 memo from the Community Meals Program requesting ARPA funding was included in the meeting packet.

Martha Michalewich informed the Board that for the last 25 years the Community Meals program has been fully funded with grants and the generosity of local businesses and community members. Although they recently received a grant for \$10,000 that will take them through January of 2023, there is concern that additional funding may not be forthcoming. Since June of 2020, each week between 120 and 130 curbside meals are served curbside at Trinity Church at an average cost of \$600-\$720 per week. Although volunteers continue to solicit donations and apply for grants, she is requesting ARPA funding from the Town to finance the program through the winter months depending on meal price escalation.

Mr. Coderre suggested that the Board consider releasing ARPA funds in the amount of \$10,000 - \$15,000 to keep this food security program operational through May of 2023. The program service delivery model can be reevaluated at that time to determine how best to move forward. For the long-term sustainability of the program, it was suggested that they connect with other organizations who may be able to offer additional resources as well.

Ms. Michalewich noted that in the event that meals are offered in person again, it is her hope that curbside delivery would still be an option for those that would prefer it. Members of the Board expressed their support of this program, acknowledging that the urgency of their request for the release of ARPA funds in this case is well justified.

Selectman Perreault stated that he would be comfortable releasing \$15,000 in ARPA funds for the Community Meals Program.

Public Comment: Fran Bakstran of 76 Cedar Hill Road stated that she is the Grant Planner that recommended the authorization of \$10,000 to the Helping Hands organization for community meals. She added that this grant funding is restricted to the over sixty population. She strongly encouraged the Board to consider releasing ARPA funds to help with food insecurity for all ages.

Selectman Hirsh moved the Board vote to authorize the release of \$15,000 in ARPA Funds for the Community Meals program; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

APPROVAL OF TOWN ADMINISTRATOR’S APPOINTMENT OF THOMAS REARDON TO THE FIRE STATION BUILDING COMMITTEE

Mr. Coderre noted that the Town closed on the new fire station building site located at 61-65 West Main Street on September 20, 2022, and has a tentative closing scheduled for November 10, 2022 on the adjacent property located at 10 Monroe Street.

At its September 12, 2022 meeting, the Board voted to approve his appointments to the Fire Station Building Committee, which included Dawn Rand and Diana Nicklaus to two of the three citizen seats. He asked the Board to approve his last citizen appointment of Tom Reardon to the Fire Station Building Committee.

Fire Station Building Committee Membership

Mitch Cohen – Board of Selectmen

John Rapa – Financial Planning Committee

Fire Chief David Parenti

Fire Captain Dan Brillhart

Citizen—Dawn Rand (former Chair, Fire Station Feasibility Study Committee)

Citizen—Diana Nicklaus (architect / former Design Review Committee Member)

Citizen—Tom Reardon (architect / former Design Review Committee Member)

Selectman Rogers moved the Board vote to approve the Town Administrator’s appointment of Tom Reardon to the Fire Station Building Committee; Selectman Perreault seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

CONSIDER THE APPOINTMENT OF JEFFREY GRIBOUSKI TO SERVE AS AN ALTERNATE MEMBER ON THE ZONING BOARD OF APEALS

As part of the 2022 reappointment process this past April, one application was received for the Zoning Board of Appeals (ZBA). Interviews were conducted with the new applicant Kevin

Wyrsh and the incumbent Dick Rand on March 29, 2022. Due to a split vote on the recommended appointment at the April 11, 2022 Selectmen's Meeting, Board members agreed it was best to restart the process. The ZBA vacancy was advertised for 30 days and the two original applicants were invited to reapply if still interested.

The Interview Subcommittee conducted interviews on June 28, 2022 with ZBA Incumbent Dick Rand, ZBA Alternate Suzy Cieslica, Kevin Wyrsh and Tim Kaelin. On August 15, 2022, the Board of Selectmen appointed Suzy Cieslica as a ZBA voting member by a 3-2 vote, as recommended by the Interview Subcommittee. In response to a question by Selectman Rogers at the September 12, 2022 Board meeting, Chair Cohen indicated that the ZBA Alternate vacancy should be advertised seeking additional applications.

No additional applications were received by the October 17, 2022 deadline. Executive Assistant Ms. Wackell reached out to those that were interviewed on June 28th. Dick Rand, Kevin Wyrsh and Tim Kaelin are no longer interested in serving on the ZBA. As Jeffrey Gribouski is the sole remaining applicant, Selectmen Hirsh and Wixted recommended that he be appointed to the vacant ZBA Alternate Position. Minutes from the June 28, 2022 interviews and a copy of Mr. Gribouski's application were included in the meeting packet.

Motion

Selectman Wixted moved the Board vote to appoint Jeffrey Gribouski to serve as an alternate member on the Zoning Board of Appeals for a partial two-year term as recommended by the Interview Subcommittee; Selectman Hirsh seconded the motion.

Discussion

Selectman Perreault questioned the motion, indicating that the Interview Subcommittee did not deliberate and vote to officially recommend Mr. Gribouski during an open meeting of the Interview Subcommittee prior to tonight.

Chair Cohen noted that the Interview Subcommittee is scheduled to meet on November 15th to interview candidates for a different Committee. He suggested that the Board continue with the appointment of Mr. Gribouski this evening and that the recommendation be formalized by a vote of the Interview Subcommittee at the November 15th Interview Subcommittee meeting.

Amended motion

Selectman Wixted moved the Board vote to appoint Jeffrey Gribouski to serve as an alternate member on the Zoning Board of Appeals for a partial two-year term contingent upon a subsequent confirmation of tonight's action at the November 15th meeting of the Interview Subcommittee; Selectman Hirsh seconded the motion; the roll call vote was taken as follows:

Perreault	"aye"	Hirsh	"aye"
Rogers	"abstain"	Cohen	"aye"
Wixted	"aye"		

ACCEPTANCE AND EXECUTION OF PROPERTY DEED FOR 10 MONROE STREET

Mr. Coderre informed the Board that when a town acquires property there is an “acceptance” recorded with the deed, signed by the Board or Commission having custody of the property. In this case it is the Board of Selectmen. Town Counsel will hold the signed Acceptance in anticipation of the closing, which is tentatively scheduled for November 10th.

Selectman Perreault moved the Board vote to accept and execute the Property Deed for 10 Monroe Street; Selectman Rogers seconded the motion; the roll call vote was as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

EXECUTION OF CEMETERY DEEDS 1157 & 1158

Selectman Wixted moved the Board vote to execute Cemetery Deeds 1157 & 1158; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

OTHER BUSINESS

Mr. Coderre noted publicly that during tonight’s Executive Session, the Board approved the contract settlement with the Dispatchers Union, which includes general wage increases of 2% in FY2023, 2% in FY2024 and 2% in FY2025. The Memorandum of Understanding will be posted on the Town website under “Town Administrator Contract Settlements”.

PUBLIC COMMENT

Chair Cohen invited comments from the public. There were none.

ADJOURNMENT

Selectman Hirsh moved the Board vote to adjourn; Selectman Wixted seconded the motion; the roll call vote was as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

The meeting adjourned at 8:20 p.m.

Respectfully submitted,



Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. November 7, 2022 Meeting Agenda
2. October 17, 2022 Meeting Minutes
3. Information Packet – Aspen Aerogels
4. Northborough Historic Preservation Plan
5. Information Packet – ARPA Request
6. Information Packet – Fire Station Building Committee Appointment
7. Information Packet – Zoning Board of Appeals Appointment
8. Information Packet – Property Deed Acceptance for 10 Monroe Street
9. Cemetery Deeds



NORTHBOROUGH FIRE DEPARTMENT

PRESS RELEASE

Toys for Tots



The Northborough Fire Department located at 11 Pierce Street (behind CVS) is pleased to announce that it is again an official drop off site for the 2022 USMC Reserve Toys for Tots collection program. ***The Northborough Fire Department will be collecting toys November 19th through December 11th from 0900am-0600pm.*** Collection bins will be in the front entrance lobby of the Fire Station at 11 Pierce Street.

Alternatively, in lieu of purchasing a new toy, donations can be made at:
<https://toysfortotsusa.org>

New toys will only be accepted and must be in the original packaging.

Thank you.

Please contact Captain Robert P. Theve at (508) 393-1537 or via email at rtheve@town.northborough.ma.us with any further questions or for additional information.

[RETURN TO AGENDA](#)

From: [Suzanne Cielica](#)
To: [Diane Wackell](#)
Subject: Re: BOS Meeting - Nov 21
Date: Wednesday, November 16, 2022 2:01:03 PM

CAUTION: This email originated from a sender outside of the Town of Northborough's mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.
Hi Diane!

I have attached the flier for you! Thank you so much. Let me know if I need anything else.

Best,
Suzy



On Nov 15, 2022, at 6:12 PM, Diane Wackell <dwackell@town.northborough.ma.us> wrote:

[RETURN TO AGENDA](#)



Town of Northborough

Board of Assessors

63 Main Street
Northborough, Massachusetts 01532-1994
508-393-5005

November 16, 2022

Board of Selectmen,

The Board of Assessors is pleased to present information and options for the Board of Selectmen to determine whether there shall be a single tax rate or split tax rate for various classes of property for FY2023. Information is also presented for your consideration regarding both a Residential Exemption and a Small Commercial Exemption.

After a review of the market activity by the Department of Revenue, the total taxable value for the Town of Northborough has increased from \$3.38 billion to approximately \$3.89 billion, or 15%. This analysis was based on valid sales during calendar year 2021 for single-family homes and condominiums. Our market adjustments resulted in overall single-family home values increasing by 17%, while condominiums increased by 14%, leading to an overall increase of 16% in the Residential class. In addition, Commercial properties increased by 10%, Industrial properties increased by 15%, and Personal Property values increased 4%.

Should the Board of Selectmen decide to continue with a single tax rate, the tax rate would decrease from \$16.49 in FY2022 to \$14.79 for FY2023. The levy amount to be raised by taxation would be \$57,507,128, which represents an increase of \$1,777,912, or 3.2%. This year the Town certified \$54.3 million in "new growth" value, which results in approximately \$894,816 in new tax dollars. The average single-family tax bill would increase by \$380 from \$8,195 for FY2022 to \$8,575 for FY2023.

The Board of Assessors has attached several split rate options in this classification packet for your consideration, as well as detailed information for the additional exemption options. The rate chart depicts various split rate shifts, the tax rate impact, as well as the effect on the average single-family tax bill. As you know, the adoption of any one of these options would only serve to shift the tax burden from one class of taxpayers to another but would not raise any additional revenues.

Recommendation

It is important to note that the Town's overall valuation continues to increase, and our tax base remains stable and diversified. Part of Northborough's ongoing economic success can be attributed to the fair and equitable tax structure for local businesses. Therefore, the Board of Assessors unanimously recommends that the Town of Northborough continue with a single tax rate. We believe a single tax rate promotes a fair and equitable system of taxation and would continue to help Northborough attract new business into the community, while retaining those already located in the Town.

Respectfully,

Northborough Board of Assessors

Paul Cibelli, Assessor

Christopher Reidy, Assessor



November 17, 2022

To: Northborough Select Board

As the voice for business, the Corridor 9/495 Regional Chamber of Commerce strongly advocates for the continuation of a single tax classification in Northborough for the following reasons:

- Promotes a business friendly climate for new business growth, job creation and existing business expansion
- Business uses minimal town services/resources (public schools, recreation etc.)
- Of 351 cities and towns in Massachusetts, 69% of all towns in the Commonwealth maintain a single tax rate
- Helps to keep Northborough competitive by retaining existing businesses and enables Northborough to sustain its fiscal well-being.
- As the business community continues to navigate the Covid-19 pandemic and deal with inflation, workforce challenges, and supply chain difficulties, the last thing business needs is an increase in expenses.

Corridor 9/495 Regional Chamber of Commerce is an organization with over 500 local businesses serving Northborough as well as the core communities of Westborough, Southborough, Shrewsbury and Grafton. The Chamber is committed to sustaining the growth and economic viability of our towns by supporting existing businesses and helping to attract new businesses to the region.

Under its current single tax structure, Northborough has prospered through the development and growth of business which has led to new jobs and tax revenue in our town. If a dual tax classification was to be adopted, this would result in increased costs to local businesses.

Your local business community plays a key role in contributing to the quality of life in Northborough with scholarships for your students and grants to your schools, donations to your Food Pantry, and sponsors of your athletic and community events. Yet, if business is struggling to exist, they can't afford to give generously; and, if they are out of business, or have moved out of town, they will not be here to give anything at all.

We firmly believe that by maintaining the single tax rate, Northborough will continue to attract and retain businesses in our community and promote business development in your town.

Sincerely,

Karen Chapman

Karen Chapman
President & CEO



Tax Classification Hearing Fiscal Year 2023

**Board of Selectmen
November 21, 2022**



[Agenda]

■ **Overview – FY2023 Revaluation Certification**

- What is tax classification?
- What is happening to the town's total valuation?
- What does it mean?

■ **Tax Rate Options & Implications**

- Board of Assessors' Recommendation

■ **Board of Selectmen Vote**

- Tax Classification
- Residential Exemption
- Small Commercial Exemption

[What is Tax Classification?]

- Allows communities to have different tax rates for different classes of property:
 - Residential
 - Open Space
 - Commercial, Industrial and Personal Property (CIP)

The statute provides a maximum allowable portion of the tax levy (up to 150%) to be borne by the CIP classes.

[What is Tax Classification?]

Key Concepts

- No additional tax dollars are raised
- Policy decision to artificially shift tax burden from one class to another
- Since 1979 Northborough has not voted to artificially shift the tax burden
- Issue of fairness and sustainability

[What is happening to values?]

- FY2023 New Growth \$54.3 million
- All values rose
 - Residential values increased 16%
 - Commercial values increased 10%
 - Industrial values increased 15%
- Net effect is that total valuation is up from \$3.38 to \$3.89 billion in FY2023

[Assessed Value by Class]

FY	% Residential	% CIP
2023	74.1	25.9
2022	73.3	26.7
2021	73.0	27.0
2020	74.7	25.3
2019	75.2	24.8

[New Growth Values FY2023]

(in millions)

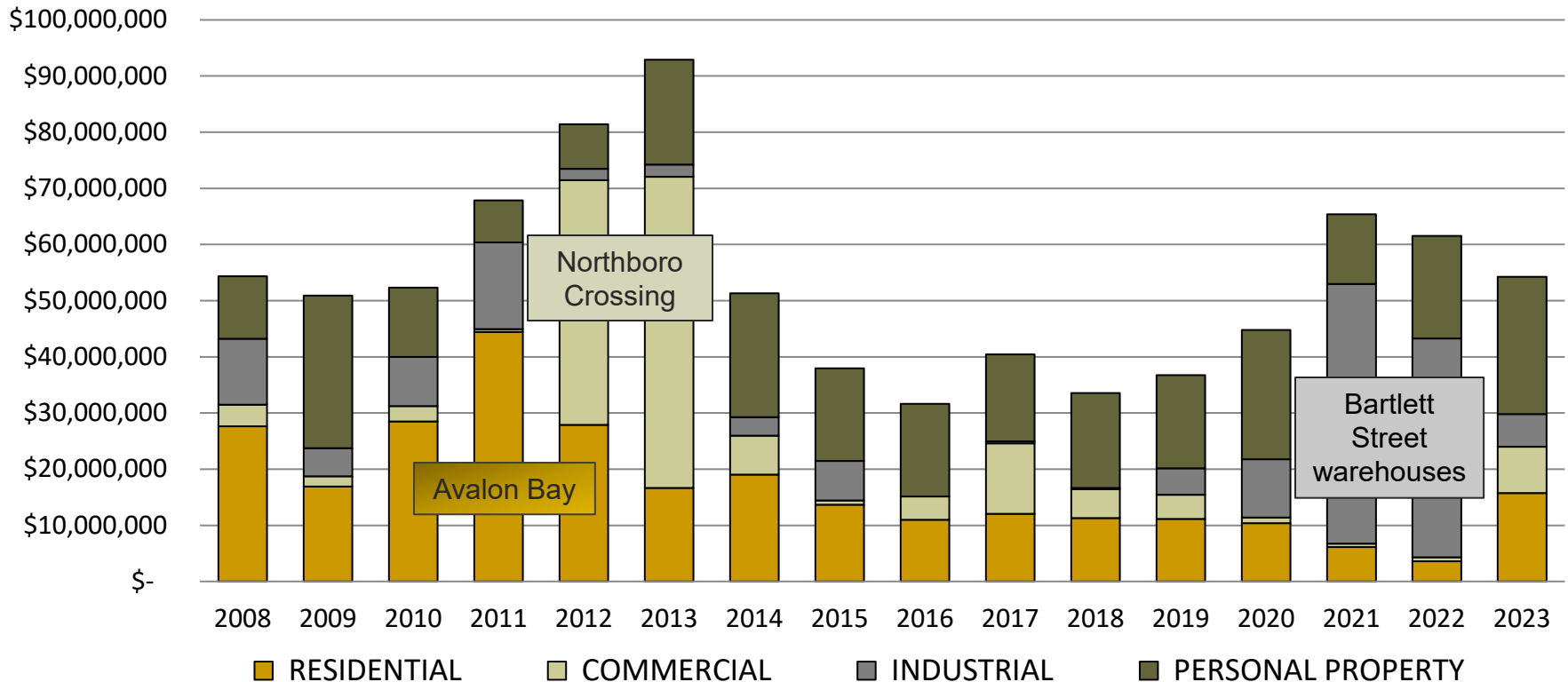
Residential	\$15.7
Commercial	\$ 8.3
Industrial	\$ 5.8

Total Real Estate Growth	\$29.8
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Personal Property	\$24.5
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Total New Growth	\$54.3
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[New Growth History]



5-Year Avg: \$52,421,035
 15-Year Avg: \$53,494,895

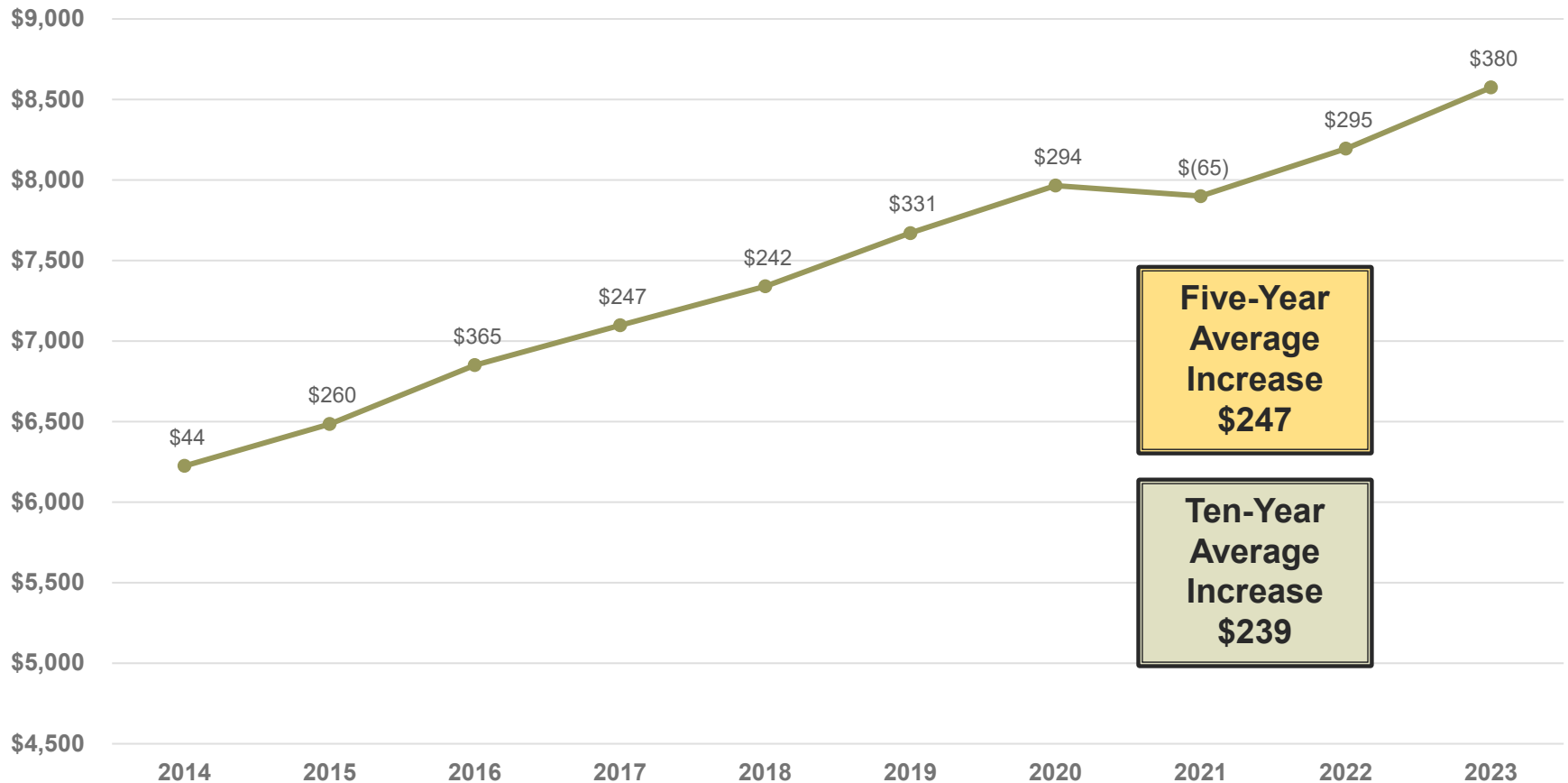
[Top Taxpayers]

	Location / Primary Taxpayer	Description [Major Tenant]	FY23 Value	Proposed FY23 Tax
1	NORTHBOROUGH CROSSING	Northborough Crossing - Shops Way	\$104,519,900	\$1,545,849
2	AVB NORTHBOROUGH INC	Avalon Bay Communities	\$97,286,320	\$1,438,865
3	BCORE HILLSIDE LLC	330 & 350 Bartlett St [Amazon]	\$86,449,000	\$1,278,581
4	IRON MOUNTAIN INFORMATION MNGMT	171-175 Bearfoot Rd	\$57,104,400	\$844,574
5	TREA ONE BEEMAN RD LLC	1 Beeman Rd [FedEx SmartPost]	\$38,586,300	\$570,691
6	MASSACHUSETTS ELECTRIC CORP	Hudson St / Bearfoot Rd	\$34,900,020	\$516,171
7	G&I IX FORBES WHITNEY LLC	Forbes Rd / Whitney St	\$32,582,500	\$481,895
8	REEP-IND LYMAN MA LLC	55 Lyman St [McKesson Med-Surgical]	\$31,148,800	\$460,691
9	WCV 11 FORBES LLC	11 Forbes Rd [Genzyme]	\$27,849,600	\$411,896
10	301 BARTLETT STREET LLC	301 Bartlett St [Metrie]	\$27,026,930	\$399,728
11	HAYES G LLC	150 Hayes Memorial Dr [Max Finkelstein]	\$20,514,300	\$303,406
12	NORTON CO	Goddard Rd / Solomon Pond Rd	\$19,763,500	\$292,302
13	WAL-MART REAL STORES INC #2158	200 Otis Street	\$17,164,900	\$253,869
14	NEWCORR REALTY LLC	66 Lyman Street	\$16,908,780	\$250,081
15	NORTHACRES LLC	Southwest Cutoff / Lawrence Street	\$12,391,000	\$183,263

[Single Family Homes]

■ Estimated FY2023 Tax impact	\$513
■ Market Adjustments & Growth	(\$110)
■ Change to Tax Levy due to:	
■ \$145,143 Net Increase in State Aid	(\$21)
■ \$81,469 Decrease to ARHS Assessment	(\$12)
■ \$20,412 Other Minor Changes/Adjustments	\$10
■ Final FY2023 Tax Impact	\$380

[Single Family Homes]



[Unused Levy Capacity]

■ FY2023	\$4,790,839
■ FY2022	\$4,362,781
■ FY2021	\$3,399,223

Average Value/Bill History

VALUATION	FY19	FY20	FY21	FY22	FY23
Residential	2,211,760,440	2,295,831,540	2,314,669,040	2,477,238,501	2,880,725,430
Open Space	0	0	0	0	0
Commercial	342,787,654	358,803,898	359,720,799	358,896,411	393,427,410
Industrial	290,908,445	316,627,605	390,419,470	432,581,490	498,684,179
Personal Property	95,335,440	102,343,000	103,867,420	110,860,060	115,406,940
TOTAL VALUATION	2,940,791,979	3,073,606,043	3,168,676,729	3,379,576,462	3,888,243,959
TAX RATE (per thousand)	\$17.15	\$17.25	\$17.12	\$16.49	*\$14.79
AVERAGE HOME VALUE	447,273	461,744	461,432	496,961	579,799
AVERAGE TAX BILL	\$7,671	\$7,965	\$7,900	\$8,195	\$8,575

* Proposed tax rate

[Key Summary Points]

- Town's total valuation is up \$509 million to \$3.89 billion
- New growth certified at \$54.3 million;
Tax base remains diversified and stable
- Tax impact on an average single family home remains affordable



Tax Rate Options & Implications

Paul Cibelli, Assessor

Christopher Reidy, Assessor



Split Tax Rate Scenarios

		Single Rate	
Property Type	FY2023 Average Assessed Value	Tax Rate	Tax Bill
Single Family Home	579,799	14.79	\$ 8,575
Condominium	377,984		\$ 5,590
Commercial	1,784,279		\$ 26,389
Industrial	5,001,086		\$ 73,966

		5% Shift		
Property Type	FY2022 Average Assessed Value	Tax Rate	Tax Bill	Difference
Single Family Home	579,799	14.53	\$ 8,424	\$ (151)
Condominium	377,984		\$ 5,492	\$ (98)
Commercial	1,784,279	15.53	\$ 27,710	\$ 1,320
Industrial	5,001,086		\$ 77,667	\$ 3,701

- **Split Tax Rate at 5% shift** - Means a savings of \$151 for the average single-family home taxpayer and an increase of \$1,320 and \$3,701 for the average commercial and industrial taxpayer, respectively.
- **Any shift amount does NOT raise additional revenue.**

Residential Exemption

- Accepting this option **raises** the residential tax rate only.
- Allowed only on residential property that is taxpayer's primary residence.
- Typically, this exemption is adopted in areas with a low rate of owner occupancy.
- If adopted, the residential exemption may be up to 35% of the average assessed value of all residential parcels.
- Only 16 of 351 cities and towns adopted a residential exemption in FY2022.

	Without Exemption		Estimated with Exemption @ 10%				
Assessed Value	Tax Rate	Tax Bill	Exemption Amount	Net Taxable Value	Tax Rate	Tax Bill	Difference
\$350,000	\$14.79	\$5,177	\$54,353	\$295,647	\$16.27	\$4,810	(\$366)
\$579,799		\$8,575		\$525,446		\$8,549	(\$26)
\$597,537		\$8,838		\$543,184		\$8,838	-
\$800,000		\$11,832		\$745,647		\$12,132	\$300

Any owner occupied home assessed at \$597,537 or higher would pay **more** with the exemption than without.

[Small Commercial Exemption]

Small Commercial Exemption, MGL Ch 59 Section 5I

- If adopted, exempts up to 10% of the value of Commercial parcels with an average annual employment of no more than 10 people at all locations, and having a valuation under \$1,000,000.
- Exempted taxes are shifted to the other commercial and industrial properties.
- Exemption is for the property owner, not for the small business owner.
- Only 14 of 351 cities and towns adopted this exemption in FY2022.



Board of Assessors' Recommendations

1. Maintain a single-tax rate
2. Do not adopt:
 - Residential Exemption
 - Small Commercial Exemption

Any Questions?

[RETURN TO AGENDA](#)

**BOARD OF SELECTMEN
INTERVIEW SUBCOMMITTEE
MEETING MINUTES – November 15, 2022**

5:30 p.m. - Introduction to Remote Meeting

Selectman Wixted stated that this Open Meeting of the Board of Selectmen Interview Subcommittee is being conducted remotely consistent with Chapter 22 of the Acts of 2022, an Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency and signed into law on July 16, 2022 and that all members of the Board of Selectmen Interview Subcommittee are allowed and encouraged to participate remotely.

Selectman Wixted noted that the Order allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. She added that this meeting will be livestreamed, but will not feature public comment. She indicated the various ways that the public may view this meeting as listed on the posted agenda.

Selectman Wixted stated that any votes taken this evening will be by roll call vote. She confirmed that the following persons were remotely present and could be heard.

Board of Selectmen Interview Subcommittee

Selectman Julianne Hirsh

Selectman Kristen Wixted

Selectman Scott Rogers – *(for acceptance of August 30, 2022 Meeting Minutes only)*

ACCEPTANCE OF MEETING MINUTES – JULY 12, 2022

Selectman Hirsh moved the Interview Subcommittee vote to accept the meeting minutes of the July 12, 2022 meeting; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Selectman Hirsh “aye”

Selectman Wixted “aye”

ACCEPTANCE OF MEETING MINUTES – AUGUST 30, 2022

Selectman Rogers moved the Interview Subcommittee vote to accept the meeting minutes of the August 30, 2022 meeting; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Selectman Rogers “aye”

Selectman Wixted “aye”

INTERVIEWS FOR THE TEMPORARY TRAFFIC SAFETY COMMITTEE

At their meeting on September 26, 2022, the Board of Selectmen established a Temporary Traffic Safety Committee that will consist of seven (7) voting members to include a representative from the Board of Selectmen, a representative from the Planning Board and five (5) at-large citizen members appointed by the Board of Selectmen.

The charge of the Temporary Traffic Safety Committee shall be to return to the Board of Selectmen with recommendations as to whether or not to form a permanent Traffic Safety Committee, including its membership and proposed charge, in no more than six months' time. This Temporary Traffic Safety Committee shall be disbanded upon conclusion or six months' time, unless extended by the Board of Selectmen.

Remotely present:

Selectman Julianne Hirsh

Selectman Kristen Wixted

DPW Director Scott Charpentier

Laura Ziton – for her interview only

Janeen Callaghan – for her interview only

Mark McMenemy – for his interview only

Christopher Deacetis – for his interview only

DPW Director Scott Charpentier was present during the interviews to answer any questions the applicants may have.

Following each interview, applicants were told that following tonight's interviews, the Interview Subcommittee will vote on their recommendation for appointments for the Board of Selectmen's consideration at their meeting on November 21st.

Laura Ziton

Ms. Ziton has been a Northborough resident for 30 years. She indicated that her interest in serving on this Committee stems from her experience as a runner, biker and walker. She also has two school age children who frequently join her on roads that are not always safe for these activities. She has good communication and research skills and belongs to many organizations in Town that will allow her to gather feedback easily. She added that she has a great general knowledge and passion for how local government works both in Northborough and in surrounding Towns.

Janeen Callaghan

Ms. Callaghan has been a Northborough resident for 18 years. Her interest in serving on this Committee is to help the Town evaluate and measure the pros and cons of a permanent Traffic Safety Committee. If it is determined that a permanent committee is needed it is important that it be set up to be successful and effective. She added that there are a lot of resources that have not been tapped into yet, including regional collaborations, grant funding and many other programs.

Ms. Callaghan shared that as a resident who has experienced the impact of a major change in traffic and safety in her neighborhood over the last several years, she feels that she has a lot that she can share with this Committee. She has worked together consistently with her neighborhood, local Boards and Town staff to improve traffic safety and she would like to expand these efforts to improve traffic safety in all areas of Town.

Zoning Board of Appeals (ZBA) Alternate Opening

At the November 7, 2022 Board of Selectmen meeting, Selectman Wixted moved the Board vote to appoint Jeffrey Gribouski to serve as an alternate member on the Zoning Board of Appeals for a partial two-year term as recommended by the Interview Subcommittee; Selectman Hirsh seconded the motion.

Selectman Perreault questioned the motion, indicating that the Interview Subcommittee did not deliberate and vote to officially recommend Mr. Gribouski during an open meeting of the Interview Subcommittee prior to tonight.

Chair Cohen suggested that the Board continue with the appointment of Mr. Gribouski that evening and that the recommendation be formalized by a vote of the Interview Subcommittee during tonight's meeting.

Selectman Wixted amended the motion and moved the Board vote to appoint Jeffrey Gribouski to serve as an alternate member on the Zoning Board of Appeals for a partial two-year term contingent upon a subsequent confirmation of this action at the November 15th meeting of the Interview Subcommittee; Selectman Hirsh seconded the motion; the roll call vote was taken as follows:

Perreault	"aye"	Hirsh	"aye"
Rogers	"abstain"	Cohen	"aye"
Wixted	"aye"		

Selectman Hirsh moved the Interview Subcommittee vote to recommend that Jeffrey Gribouski be appointed to serve as an alternate member on the Zoning Board of Appeals for a partial two-year term to expire on April 30, 2024; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Selectman Hirsh	"aye"
Selectman Wixted	"aye"

Mark McMenemy

Mr. McMenemy has lived in Northborough for over 50 years. He is a 3rd generation homeowner in town with three additional generations living in town as well. He is very familiar with all areas of town and knows the traffic flow patterns and intersections. He is a retired mechanical engineer and has proven design skills in process flow analysis and system design. He is a problem solver by nature and enjoys working on problems that include the need for creativity. He feels that it is important to gather information on where the trouble spots are in town by working with the DPW Department, Police Department and even talking to school bus drivers.

Christopher Deacetis

Mr. Deacetis moved to Northborough with his wife a little over two years ago. Safe streets are important to families who live in town for themselves, their children and their pets. He has a masters degree in civil engineering with a transportation focus and has 7 years of experience working as a registered professional engineer for the State. His experience includes roadway design, including the implementation of Complete Streets standards,

roundabout design, traffic management, and bicycle and pedestrian facility design. Throughout his career, he has worked with many different municipalities, the MBTA and MassDOT. He feels that it is important that this committee reach out to other communities who have similar committees to see what works best for them and to take that knowledge to create Northborough's committee. His ability to collaborate with other people and work as a team would be an asset to this committee.

Jennifer Scalise

Jennifer Scalise was not able to attend tonight's interview. Town staff will reach out and try to reschedule her interview for Monday, November 21st, just before the Selectmen's Meeting.

RECOMMENDATIONS FOR APPOINTMENT

Selectmen Hirsh and Wixted thanked all the candidates that were interviewed this evening, adding that they will represent a great cross section of town.

Selectman Hirsh moved the Interview Subcommittee vote to recommend Laura Ziton, Janeen Callaghan, Mark McMenemy and Christopher Deacetis for appointment to the Temporary Traffic Safety Committee; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Selectman Hirsh "aye"
Selectman Wixted "aye"

ADJOURNMENT

Selectman Hirsh moved the Interview Committee vote to adjourn; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Selectman Wixted "aye"
Selectman Hirsh "aye"

Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant

Documents used during meeting:

1. November 15, 2022 Meeting Agenda
2. July 12, 2022 Meeting Minutes
3. August 30, 2022 Meeting Minutes
4. Applications to the Temporary Traffic Safety Committee



**TOWN OF NORTHBOROUGH
63 MAIN STREET
NORTHBOROUGH, MA 01532**

**BOARD OF SELECTMEN
INTERVIEW SUB-COMMITTEE**

MEETING AGENDA

November 15, 2022

5:00 p.m.

Pursuant to Chapter 22 of the Acts of 2022, An Act Relative to the Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on July 16, 2022, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted.

This meeting will be live streamed, but will have no option for public participation

To view or listen

Go to "Northborough Remote Meetings on YouTube or click on the link below

https://www.youtube.com/channel/UCRdBrw3HeEAMB_KFKasrgXA

ACCEPTANCE OF MEETING MINUTES

- July 12, 2022 (*Selectmen Wixted and Hirsh*)
- August 30, 2022 (*Selectmen Wixted and Rogers*)

INTERVIEWS FOR BOARDS AND COMMITTEES

Temporary Traffic Safety Committee – 5 openings

5:00 p.m. – Laura Ziton

5:10 p.m. – Janeen Callaghan

5:20 p.m. – Jennifer Scalise

5:30 p.m. – Mark McMenemy

5:40 p.m. – Christopher Deacetis

Zoning Board of Appeals (ZBA) Alternate Opening

Vote to recommend ZBA Alternate appointment (Jeffrey Gribouski, sole applicant)

**** All times are approximate ****



TOWN OF NORTHBOROUGH

Town Offices
63 Main Street
Northborough, MA 01532-1994
(508) 393-5040 Phone
(508) 393-6996 Fax

Application to serve on a Board, Committee or Commission (BCC)

NAME: Laura Zitton TEL: (C) 774-258-1668
ADDRESS: 17 Franklin Circle (H) _____
Northborough, MA 01532 (EMAIL) lzitton2020@gmail.com

BCC DESIRED: _____
(If more than one, please complete one application for each Board or Committee desired)

Are you a registered voter in Northborough? YES ☒ NO _____

How many years have you lived in Northborough? 30

Why do you want to serve on this particular BCC?

The reason this committee interested me stems from my experience as a runner, biker, and walker in Northborough.

I also have two school age children who frequently join me on these adventures and I have noticed that

our roads aren't always safe for these activities. I'm hoping that by joining this committee I can help decide if this committee would help our community.

Please state three attributes you can bring to this BCC:

Communication skills- I belong to many organizations in town and can gather feedback easily.

Teamwork- I work well on a team. I am a flexible thinker and eager to better understand all aspects of traffic safety.

Persistent- I am thorough with my research. This skill will enable me to have a broad understanding of what is required for a permanent committee.

Have you attended any meetings of this BCC? This is a new committee.

Are there any changes you would like to make if you are appointed to this BCC?

No changes.

Do you regularly attend Town Meeting? Yes ☒ No _____

Have you ever served on a BCC in Northborough? Yes _____ No ☒

If yes, please list the Boards, Committees and/or Commissions you have served on:

What is your occupation? Sales

Please list any skills or specialized knowledge you can bring to this BCC:

I've walked, ridden, or ran down every road in town. In addition, I have great general knowledge and passion for how
local government works both in Northborough and the surrounding towns.

Please list your education background:

Bachelor of Commerce in Marketing

Please list any professional affiliations:

Northborough Girl Scout Leader, Member of the Northborough Historical Society,

NYSA Assistant Soccer Coach

Please attach a resume or a letter of interest and list any additional information you feel
may be helpful while reviewing your application:

Please see my attached letter of interest

I understand , if appointed, I will be required to abide by the provisions of Massachusetts
General Laws, Chapter 268A - "*Conflict of Interest*" as provided by the Town Clerk.

Laura Zitton

Signature

October 12, 2022

Date

PLEASE RETURN COMPLETED APPLICATION TO:

Diane Wackell, Selectmen's Office

63 Main Street, Northborough, MA 01532

or by email to dwackell@town.northborough.ma.us

****Applications will be maintained in the Selectmen's Office for 6 months
from the date of receipt. Applications may be updated and
resubmitted after the 6 month time period****

FOR OFFICE USE ONLY

Date of Interview: _____

Time: _____

By Vote of BOS on 2.25.2019

Laura Ziton

17 Franklin Circle, Northborough, MA 01532 lziton2020@gmail.com 774-258-1668

Diane Wackell

Northborough Town Offices
63 Main Street
Northborough, MA 01532
United States

Dear Ms. Wackell

I recently saw that the town of Northborough is looking for volunteers for a temporary traffic and safety committee. As a mom with school-age children and someone who frequently runs, bikes, and walks on these streets, I would be a valuable addition to this team.

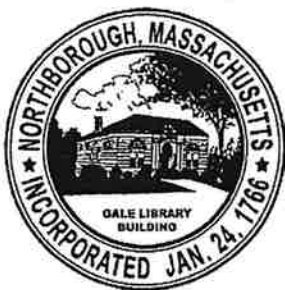
I am a coleader for a Northborough Girl Scout troop, a soccer coach, a member of the Northborough Historical Society, and an active member of our community, With all of these groups, I would also be able to gather feedback from several segments of our community and help the town decide if a permanent traffic and safety committee would ensure safer streets.

I look forward to speaking with the team to discuss how my background and experience would be a good fit for this committee. Can you please let me know what the next steps are?

Thank you for your consideration.

Fondly,

Laura Ziton



TOWN OF NORTHBOROUGH

Town Offices
63 Main Street
Northborough, MA 01532-1994
(508) 393-5040 Phone
(508) 393-6996 Fax

Application to serve on a Board, Committee or Commission (BCC)

NAME: Janeen Callaghan _____ TEL: (C) 201-280-8342 _____

ADDRESS: 6 Stirrup Brook Lane _____ (H) _____

_____ (EMAIL) janeencallaghan101@yahoo.com_

BBC DESIRED: Temporary Traffic and Safety Committee _____
(If more than one, please complete one application for each Board or Committee desired)

Are you a registered voter in Northborough? YES X _____ NO _____

How many years have you lived in Northborough? 18 years _____

Why do you want to serve on this particular BCC?

Being a temporary committee, it is my intention to help our town evaluate and measure the pros and cons of a permanent Traffic and Safety Committee. If a permanent committee is needed, we will help set it up to be successful and effective.

Please state three attributes you can bring to this BCC:

Unbiased and open minded _____

Nonmyopic _____

Experienced with current procedures on traffic and safety issues in town _____

Have you attended any meetings of this BCC? N/A _____

Are there any changes you would like to make if you are appointed to this BCC?

N/A _____

Do you regularly attend Town Meeting? Yes X _____ No _____

Have you ever served on a BCC in Northborough? Yes _____ No X _____

If yes, please list the Boards, Committees and/or Commissions you have served on:

What is your occupation? Soccer Club Manager _____

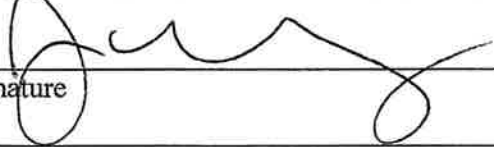
Please list any skills or specialized knowledge you can bring to this BCC:
As a resident who has lived with the impact of a major change in traffic and safety in my neighborhood over the last 3 years, I feel that I can bring a lot to the table. I have the ability to look at a situation objectively to try and come up with the best solution.

Please list your education background:
Berkeley College

Please list any professional affiliations:
N/A

Please attach a resume or a letter of interest and list any additional information you feel may be helpful while reviewing your application:

I understand, if appointed, I will be required to abide by the provisions of Massachusetts General Laws, Chapter 268A - "Conflict of Interest" as provided by the Town Clerk.

Signature 

Date 10-23-22

PLEASE RETURN COMPLETED APPLICATION TO:
Diane Wackell, Selectmen's Office
63 Main Street, Northborough, MA 01532
or by email to dwackell@town.northborough.ma.us

****Applications will be maintained in the Selectmen's Office for 6 months from the date of receipt. Applications may be updated and resubmitted after the 6 month time period****

FOR OFFICE USE ONLY

Date of Interview: _____

Time: _____

By Vote of BOS on 2.25.2019



TOWN OF NORTHBOROUGH

Town Offices
63 Main Street
Northborough, MA 01532-1994
(508) 393-5040 Phone
(508) 393-6996 Fax

Application to serve on a Board, Committee or Commission (BCC)

NAME: Mark McMenemy TEL: (C) 508-393-8692
ADDRESS: \$20 Newton Street (H) 508-393-8691
Northborough MA (EMAIL) mark.mcmenemy@gmail.com

BCC DESIRED: Traffic and Safety Team
(If more than one, please complete one application for each Board or Committee desired)

Are you a registered voter in Northborough? YES x NO

How many years have you lived in Northborough? 50+

Why do you want to serve on this particular BCC?

Multiple people have asked me because of suggestions I've made. I observe many things on our roads that could be
easily redesigned to be safer and more efficient by a person with a design engineering mindset. Living at the end of
Newton Street, I've witnessed first hand how the planning board and developers interact to create what can only be called

Please state three attributes you can bring to this BCC:

Proven design skills ranging from process flow and system design all the way to power tools and consumer products.
I have experience with simulation software; flow but not traffic. I have contacts at MassDev, MasTech and MIT.
I'm a 3rd generation homeowner in Northboro with 3 additional generations living in town. I will get input/feedback.

Have you attended any meetings of this BCC? It's new but I've gone to or watched many others.

Are there any changes you would like to make if you are appointed to this BCC?

I would like planners to understand how natural system flow works versus trying to blindly follow regulations without
understanding their intent or anticipating unintended consequences. For example, wide roads result in increased
speeds, extra lanes lead to Braess's paradox and decreased throughput, etc.

Do you regularly attend Town Meeting? Yes Online No

Have you ever served on a BCC in Northborough? Yes No x

If yes, please list the Boards, Committees and/or Commissions you have served on:

What is your occupation? Design Engineer, Program Director

Please list any skills or specialized knowledge you can bring to this BCC:

Please see the concept drawings I included. They are for discussion to get the conversation started.

I previously worked with the National Network of Innovation Institutes (NNII or ManufacturingUSA), it was there

I was exposed to Roundabouts and Mini Roundabout science.

Please list your education background:

MABA (Equivalent to an MBA but with an emphasis on culture and human factors.)

Bachelors of Mechanical Engineering

Associate of General Engineering

Please list any professional affiliations:

Nothing currently.

Please attach a resume or a letter of interest and list any additional information you feel may be helpful while reviewing your application:

See resume and concept drawings

I understand , if appointed, I will be required to abide by the provisions of Massachusetts General Laws, Chapter 268A - "*Conflict of Interest*" as provided by the Town Clerk.

Mark McMenemy

October 24, 2022

Signature

Date

PLEASE RETURN COMPLETED APPLICATION TO:

Diane Wackell, Selectmen's Office

63 Main Street, Northborough, MA 01532

or by email to dwackell@town.northborough.ma.us

****Applications will be maintained in the Selectmen's Office for 6 months
from the date of receipt. Applications may be updated and
resubmitted after the 6 month time period****

FOR OFFICE USE ONLY

Date of Interview: _____

Time: _____

By Vote of BOS on 2.25.2019



Mark McMenemy

Engineering Program Director

420 Newton Street, Northborough, MA 01532

Mark.McMenemy@gmail.com

Home: 508-393-8691

Mobile: 508-769-4427

www.linkedin.com/in/mcmenemy/

Organizations Served

- **MassMEP 2016 - 2019**
 - **Positions Held**
Technology Transition Director
Manufacturing USA Program Director
- **Ledges Consulting LLC 2009 - 2016**
 - **Positions Held**
Freelance Engineer – Owner
 - **Clients**
Snap-on
Terran Medical
Stanley Black and Decker
Origin
Radius
Essential
Master Brands
- **Snap-on Inc 1986-2009**
 - **Positions Held**
Principal Engineer
Model Shop Manager
Manufacturing Engineer

Areas of Specialization

- Product Development
- Additive Manufacturing
- Design for Manufacturing
- Advanced Manufacturing Processes
- Design for New Technologies
- Advanced Manufacturing Processes
- Project Management
- Budgeting Preparation and Analysis
- Process Improvement: process analysis, documentation, redesign
- Strategic Planning

Industry Experience

- Manufacturing
- Medical Devices
- Consumer Products

Technology Expertise

- PTC Pro/Engineer (Pro/E, Creo)
- SolidWorks
- MS-Office
- Design for:
Lightweight Metals
Composites
Powdered Metals
Near Net Shaped Forming

Education and Certifications

- BS Mechanical Engineering- CNEC
- MBA – Framingham State
- Project Management – CfPA cert
- Additive Manufacturing – MIT cert

Personal Interests

- History of design evolution
- Inventors Association of New England
- Alternative Energies
- Construction and Woodworking

Professional Summary

Highly skilled inventive Engineering Program Director or Manager with proven success in new Product Development and a strong track record in manufacturing, design improvements, and implementing cutting-edge technologies. Customer focused professional, driven by solid financial acumen, and a strong desire to advance the state-of-the-art in design and manufacturing.

Skills and Experience

Consulting on Design and Manufacturing of New Products

- Evaluate manufacturing readiness of new designs and guide them to manufacturability.
- Develop prototypes using emerging prototype technologies.
- Improve designs by utilizing new manufacturing capabilities as they are developed.

Product Development - Design Engineering

Conceived new product design strategy and orchestrated development efforts.

- Managed staff of several professionals to develop or revamp product lines and become industry leader in customer satisfaction.
- Managed R&D efforts and model shop to explore new concepts and establish manufacturing feasibility.
- Analyzed core competencies of suppliers and internal manufacturing divisions and designed products to capitalize on these abilities.
- Conceived significant design breakthroughs utilizing new manufacturing processes and technologies.
- Managed and developed team talent to insure team growth and project success.
- Designed 3D Solid Modeling and Drafting using Pro/Engineer and SolidWorks CAD software.
- Coordinated systems and standards for handling CAD databases and modeling methods.
- Created graphically intense presentations for project proposals to senior management and Marketing product launches.

Project Manager - Product Design Engineering

Directed new products from prototype through production.

- Designed power tools for professional technicians.
- Successful project management of new products produced at multiple production facilities in US and Asia.
- Revised existing designs to facilitate manufacturing, reduce cost and field reliability problems.
- Selected domestic and international suppliers, specifying materials and/or processes to be used on new parts.
- Selected materials and manufacturing processes of components, introducing new technologies where applicable.
- Troubleshot complex mechanisms yielding productivity improvements over 20%.

Process Development - Engineering Specialist

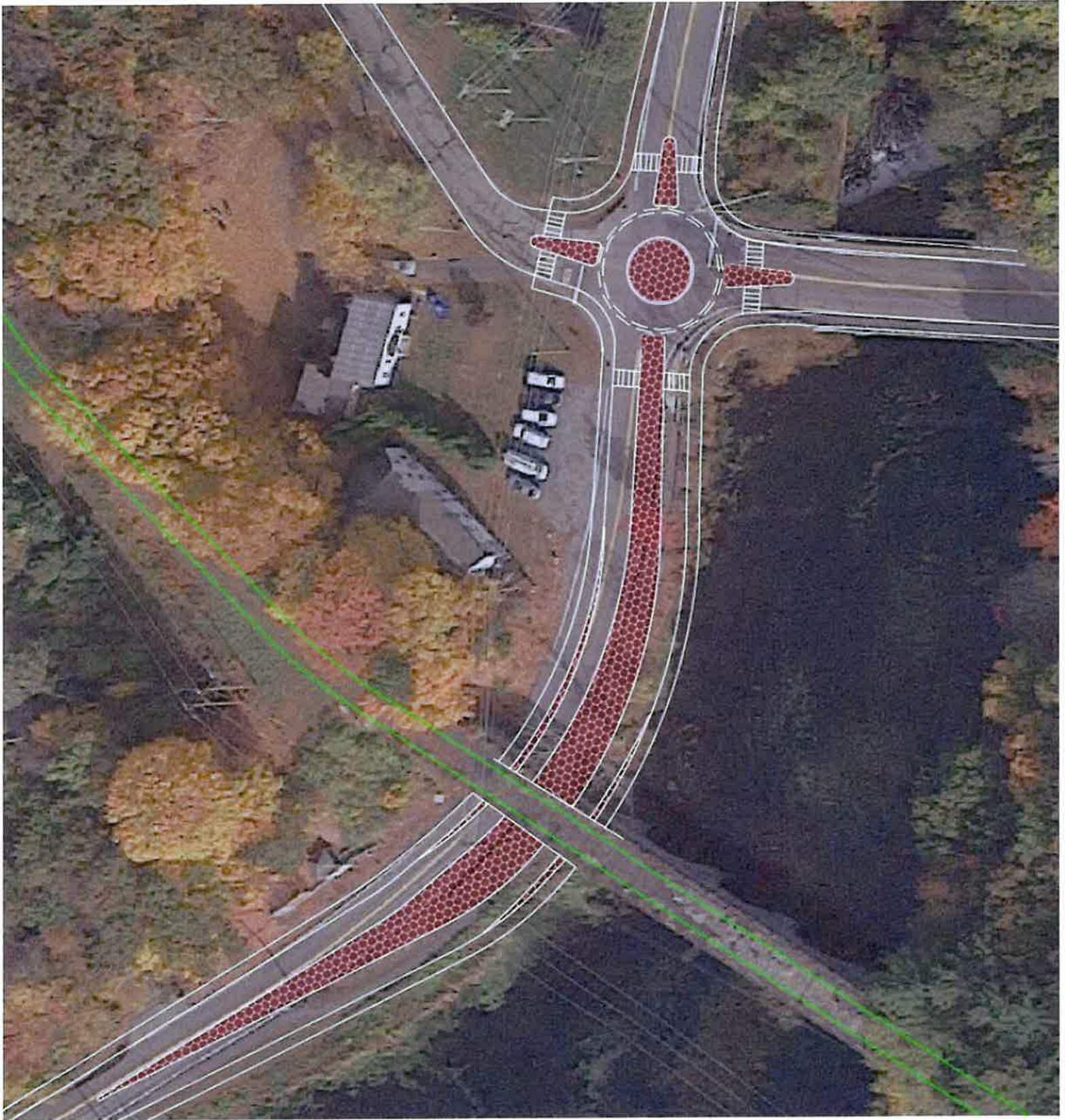
Liaison between Manufacturing and Design Engineering; improved manufacturability of all products. Revised designs to be optimal for:

- Die cast, Investment Cast metals, Metal injected molding (MIM), Powdered Metal (PM)
- Injection molded plastics and composites
- Machining, Forging and Forming
- Plating and coating, Mass-finishing and Heat Treat
- Integrated Assembly

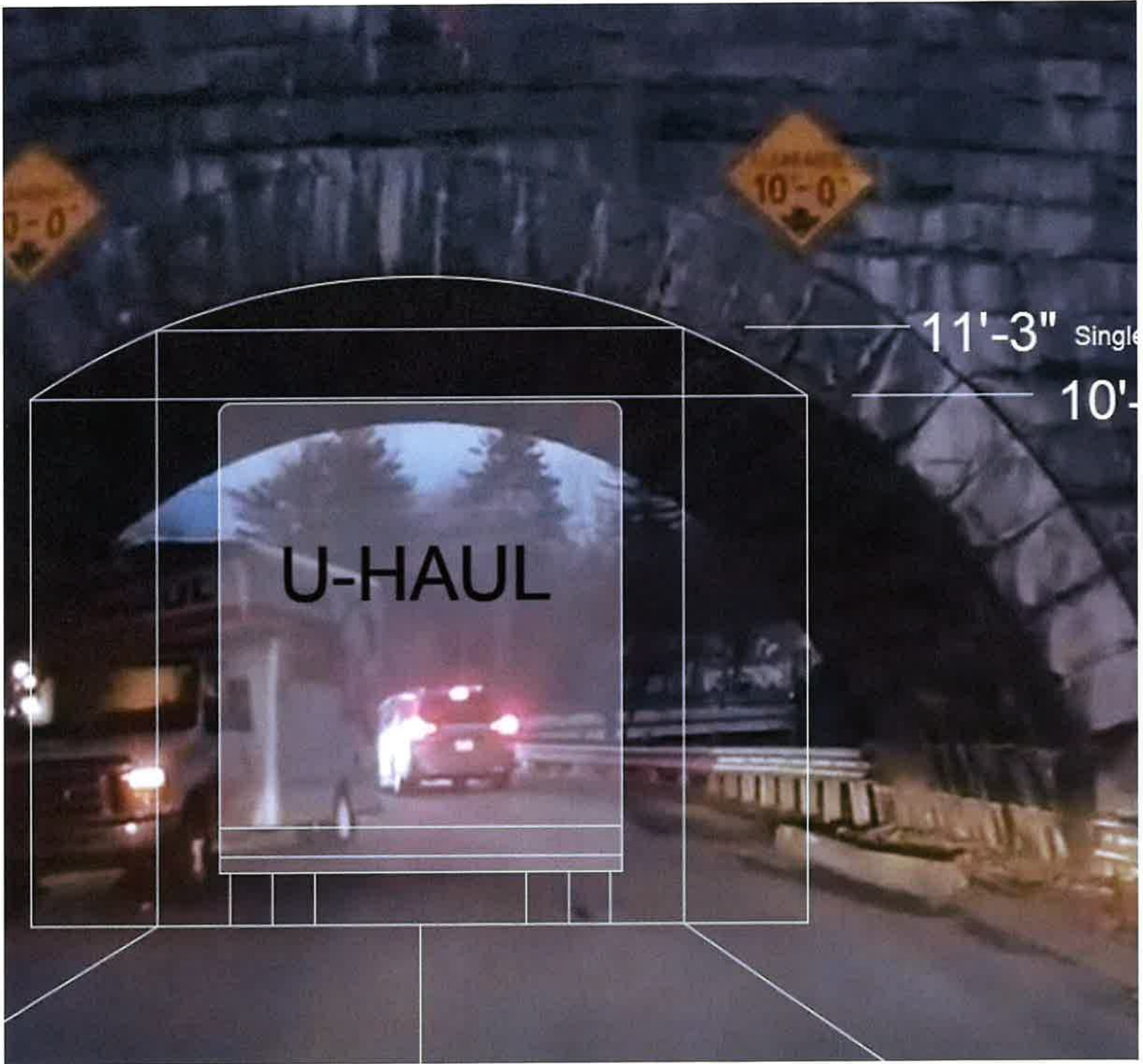
Manufacturing Engineer/Tool Room Supervisor

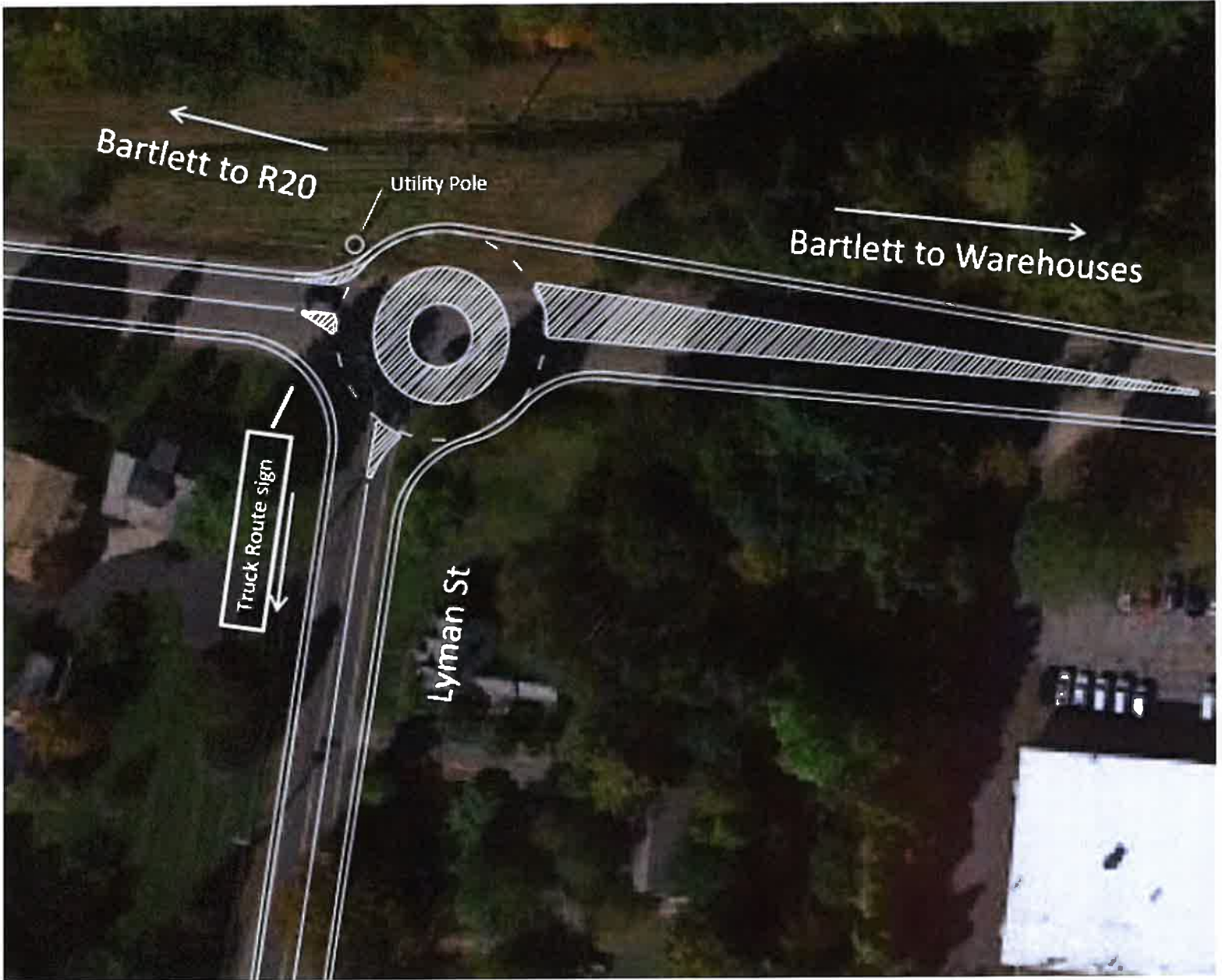
Responsible for production support of new and existing products.

- Coordinated new product introductions for manufacturing.
- Designed complex fixtures, tooling, and machinery.
- Designed functional, geometric, and conventional gauging.
- Designed hydraulic and automated assembly lines.
- Developed Preventative Maintenance Program.
- Developed prototypes.
- Integrated machining and assembly.
- Planned annual departmental budgets.
- Responsible for complete design of all tooling, fixture and assembly lines.
- SPC and Process Capability Studies and improvements.
- Supervised a staff between 7 and 14 Tool and Die Makers and Designers.
- Troubleshot manufacturing, design, and assembly problems.









(unauthorized) Smart Mini-Roundabout
Concept for Northborough Center





TOWN OF NORTHBOROUGH

Town Offices

63 Main Street

Northborough, MA 01532-1994

(508) 393-5040 Phone

(508) 393-6996 Fax

Application to serve on a Board, Committee or Commission (BCC)

NAME: Christopher Deacetis TEL: (C) 978-604-2951
ADDRESS: 15 Allen Street (H) _____
Northborough, MA 01532 (EMAIL) cjdeacetis3@gmail.com

BBC DESIRED: Traffic and Safety Study Committee
(If more than one, please complete one application for each Board or Committee desired)

Are you a registered voter in Northborough? YES x NO _____

How many years have you lived in Northborough? 2

Why do you want to serve on this particular BCC?

The on going traffic problems throughout town are important to me. Safe
streets are important to families who live in town for themselves, their children,
and even their pets.

Please state three attributes you can bring to this BCC:

Civil Engineering Background (focus on Transportation)

A positive attitude

Friendly, understanding, always willing to work as a team

Have you attended any meetings of this BCC? No

Are there any changes you would like to make if you are appointed to this BCC?

None at the moment

Do you regularly attend Town Meeting? Yes x No _____

Have you ever served on a BCC in Northborough? Yes x No _____

If yes, please list the Boards, Committees and/or Commissions you have served on:

Earthworks Board (Current Term)

What is your occupation? Civil Engineer

Please list any skills or specialized knowledge you can bring to this BCC:
Site Development and Roadway Design, Temporary Traffic
Control, Corridor Study, multidisciplinary coordination,
construction estimation, construction oversight

Please list your education background:
High School Degree (Shawsheen Valley Tech HS 2011)
Bachelors Degree - Civil and Environmental Engineering (UMass Amherst 2015)
Masters Degree - Transportation Engineering (UMass Lowell - May 2022)

Please list any professional affiliations:
Registered Professional Engineer in Massachusetts

Please attach a resume or a letter of interest and list any additional information you feel may be helpful while reviewing your application:
Since moving to Northborough a year ago, I have quickly grown to love this
town. I would love to use my professional experience to help continue make
Northborough a desirable place to raise a family by addressing the ongoing
traffic problems in town. In order to do so we need a well formulated traffic and
safety committee to be developed.
I understand , if appointed, I will be required to abide by the provisions of Massachusetts General Laws, Chapter 268A - "*Conflict of Interest*" as provided by the Town Clerk.

Christopher Deacetis 10/24/2022
Signature Date

PLEASE RETURN COMPLETED APPLICATION TO:
Diane Wackell, Selectmen's Office'
63 Main Street, Northborough, MA 01532
or by email to dwackell@town.northborough.ma.us

****Applications will be maintained in the Selectmen's Office for 6 months
from the date of receipt. Applications may be updated and
resubmitted after the 6 month time period****

FOR OFFICE USE ONLY

Date of Interview: _____ Time: _____

By Vote of BOS on 2.25.2019

Town of Northborough
Board of Selectmen
63 Main Street
Northborough, MA 01532

My name is Chris Deacetis and I currently live at 15 Allen Street here in Northborough. Moving here to Northborough a little over 2 years ago has turned out to be one of the best decisions my wife and I have made to date. Northborough is a wonderful town filled with even better people.

Living here in town and going out for walks with my wife I have noticed traffic/safety issues that sometimes concern me. My first memory of having an issue was when my wife and I took our niece for a walk. As we started down Allen Street, with no sidewalks, we saw a car turn from Hudson Street and accelerate quickly towards us. I jumped over a little bit to yell at the person, who proceeded to slow down. It was still very concerning to me because it was a dangerous situation to my wife and niece. Throughout other ventures, conversations with people around town, and reading stories online I know I am not alone in this feeling.

I have over 7 years experience as a civil engineer and am a registered Professional Engineer in the Commonwealth of Massachusetts. I graduated from the University of Massachusetts Amherst with a bachelors in civil engineering in 2015 and then from the University of Massachusetts Lowell with a masters degree in civil engineering with a transportation focus in 2022. Please note all the views and opinions brought forth to the committee are my own and not reflective of my employer. My current experience ranges from asset management to roadway design, including the implementation of Complete Streets Standards, horizontal and vertical curvature of roadway design that meet current roadway design standards, roundabout design, traffic management, and bicycle/pedestrian facility design compliant to ADA Standards. Throughout my career I have worked with many different municipalities, MBTA, and MassDOT, as well as municipality experience interning with an engineering department in 2014.

If selected to join the Traffic and Safety Study Committee, I would bring passion, professional experience, and strong teamwork ethic to the group. Tackling the traffic and safety issues throughout town are something I care deeply about as my wife and I plan to spend many years in town, raising a family of our own. The first step in this is ensuring we collaborate as a town to create a sound Traffic and Safety committee.

If you have any questions or concerns, I am available by cell phone at any time at 978-604-2951. I am looking forward to working together as a community to help keep Northborough the delightful town that it already is.

Thank you,

Chris Deacetis

[RETURN TO AGENDA](#)

AGREEMENT FOR SNOW REMOVAL
on
PRIVATE WAYS

We, the undersigned, hereby request that per Chapter 9-64, Section 060 of the Code of the Town of Northborough the Public Works Department shall provide snow removal operations (plow and/or treat) on the following private way during the 2022-2023 winter season:

HARRIS AVENUE

The undersigned agrees in consideration of any and all such snow removal (plowing and/or treatment) to pay for said work on the above private way at the rate of \$220.00 (two hundred twenty dollars) per storm per service.

The undersigned agrees to defend, indemnify, and hold the Town of Northborough harmless from any claims resulting from the Town's removal or failure to remove snow and ice from the private way. The undersigned further agrees to waive all claims against the Town of Northborough for damage caused to the private way.

The undersigned understands that no new building lots can be created on this private way as a result of this Agreement.

The undersigned understands that all such snow removal service (plowing and/or treatment) will be done during such periods as may be convenient for the Town of Northborough, and that in the event of severe snow conditions, work may be delayed until after public streets have been suitably cared for.

The undersigned understands that payment shall be due within thirty (30) days of the invoice date. Payment is to be made in the form of one single check / money order made payable to the "Town of Northborough".

Snow removal operations include:

Plowing at \$220.00 (two hundred twenty dollars) per storm

Treatment at \$220.00 (two hundred twenty dollars) per storm

Mark Jordan

Name of Contact for Harris Avenue

November 21, 2022

Date

27 Harris Ave Northborough, MA 01532

Street Address

NOTE: RESIDENTS' SIGNATURES ARE ON FILE IN THE DPW OFFICE

Signature

APPROVED for snow removal.

Northborough Board of Selectmen

November 21, 2022

Date

Mitch Cohen
Julianne Hirsh
Kristen Wixted
Jason Perreault
J. Scott Rogers

AGREEMENT FOR SNOW REMOVAL
on
PRIVATE WAYS

We, the undersigned, hereby request that per Chapter 9-64, Section 060 of the Code of the Town of Northborough the Public Works Department shall provide snow removal operations (plow and/or treat) on the following private way during the 2022-2023 winter season:

MAPLE LANE

The undersigned agrees in consideration of any and all such snow removal (plowing and/or treatment) to pay for said work on the above private way at the rate of \$220.00 (two hundred twenty dollars) per storm per service.

The undersigned agrees to defend, indemnify and hold the Town of Northborough harmless from any claims resulting from the Town's removal or failure to remove snow and ice from the private way. The undersigned further agrees to waive all claims against the Town of Northborough for damage caused to the private way.

The undersigned understands that no new building lots can be created on this private way as a result of this Agreement.

The undersigned understands that all such snow removal service (plowing and/or treatment) will be done during such periods as may be convenient for the Town of Northborough, and that in the event of severe snow conditions, work may be delayed until after public streets have been suitably cared for.

The undersigned understands that payment shall be due within thirty (30) days of the invoice date. Payment is to be made in the form of one single check / money order made payable to the "Town of Northborough".

Snow removal operations include:

Plowing at \$220.00 (two hundred twenty dollars) per storm

Treatment at \$220.00 (two hundred twenty dollars) per storm

Mary Mattock

Name of Contact for Maple Lane

November 21, 2022

Date

61 Maple Lane Northborough, MA 01532

Street Address

NOTE: RESIDENTS' SIGNATURES ARE ON FILE IN THE DPW OFFICE

Signature

APPROVED for snow removal.

Northborough Board of Selectmen

November 21, 2022

Date

Mitch Cohen
Julianne Hirsh
Kristen Wixted
Jason Perreault
J. Scott Rogers

[RETURN TO AGENDA](#)