

Town of Northborough | 2010 Annual Report





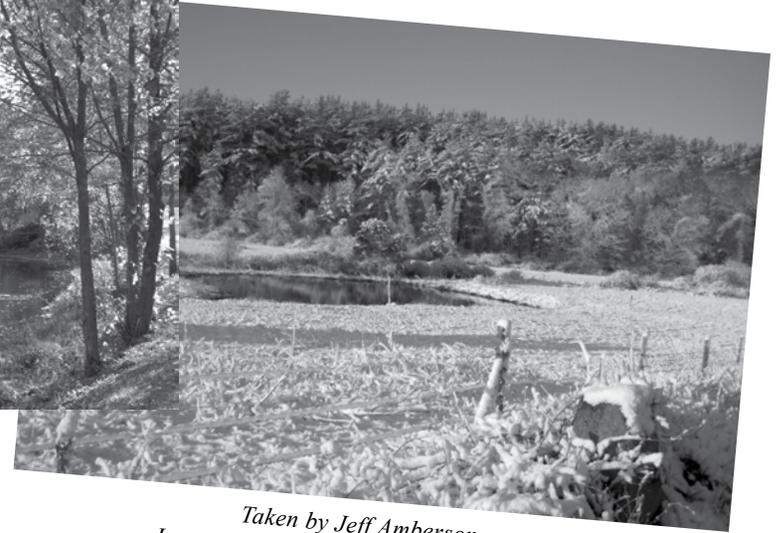
Northborough Photos



Taken by Kristen Henriques. Location: Fall Harvest

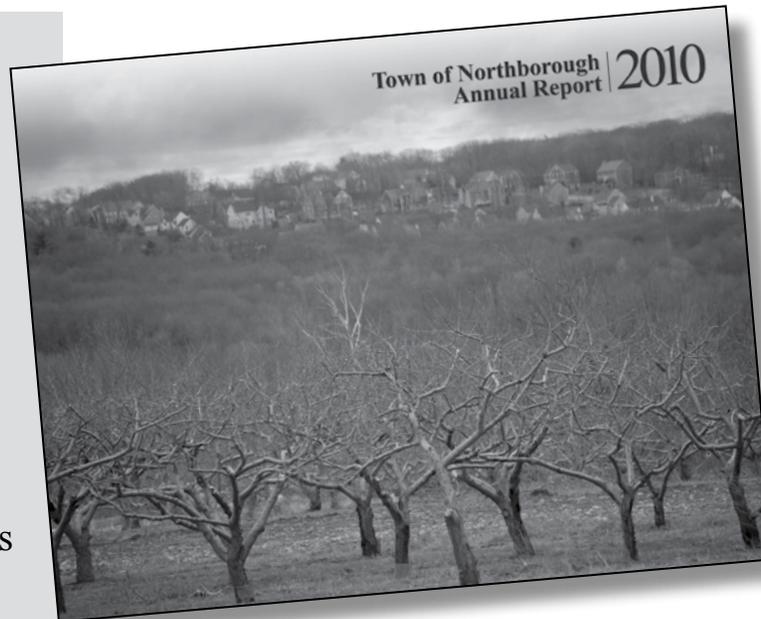


*Taken by Tom Thompson.
Location: The Assabet River
along Hudson Street*



*Taken by Jeff Amberson.
Location: Schunder's Field, Green Street*

The striking scene on the cover was taken by photographer Kristen Henriques; it's entitled "Transitions". The shot was captured off of Ball Road overlooking Davidian Bros. Farm & Apple Orchards in early Spring 2010.



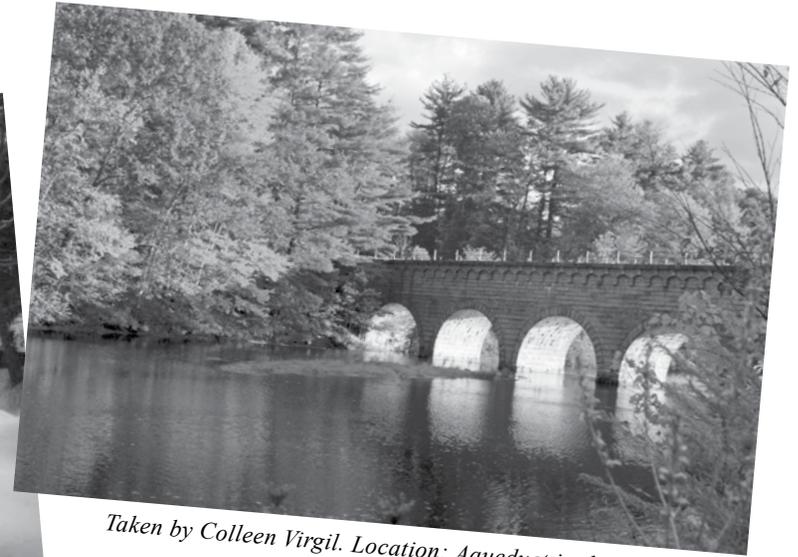


Northborough Photos

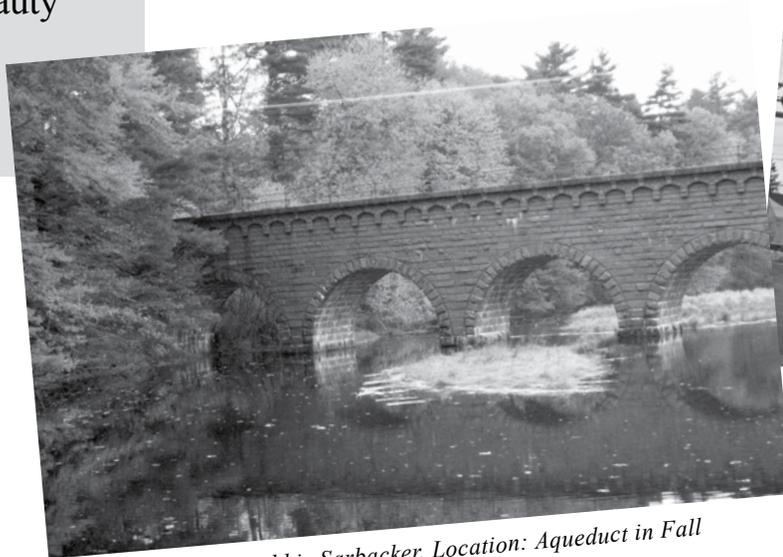
The Town asked interested citizens to submit Town-related photos for use in the 2010 Annual Report. Photos were judged on how well the images represented the beauty found within our community.



Taken by Marcia Parsneau. Location: Smith Pond



Taken by Colleen Virgil. Location: Aqueduct in the Fall



Taken by Debbie Sarbacker. Location: Aqueduct in Fall



Taken by Aly Church. Location: Downtown Railroad Crossing



Community Profile

Incorporated

- 1766

Land Area

- 18.72 Sq. Miles

Public Roads

- 92.76 Miles

County

- Worcester

Population

- 14,498

Form of Government

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

FY2011 Tax Rate per Thousand

- \$15.11

2011 Average Single Family Home Value

- \$395,200

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

www.town.northborough.ma.us

Town Offices

63 Main Street

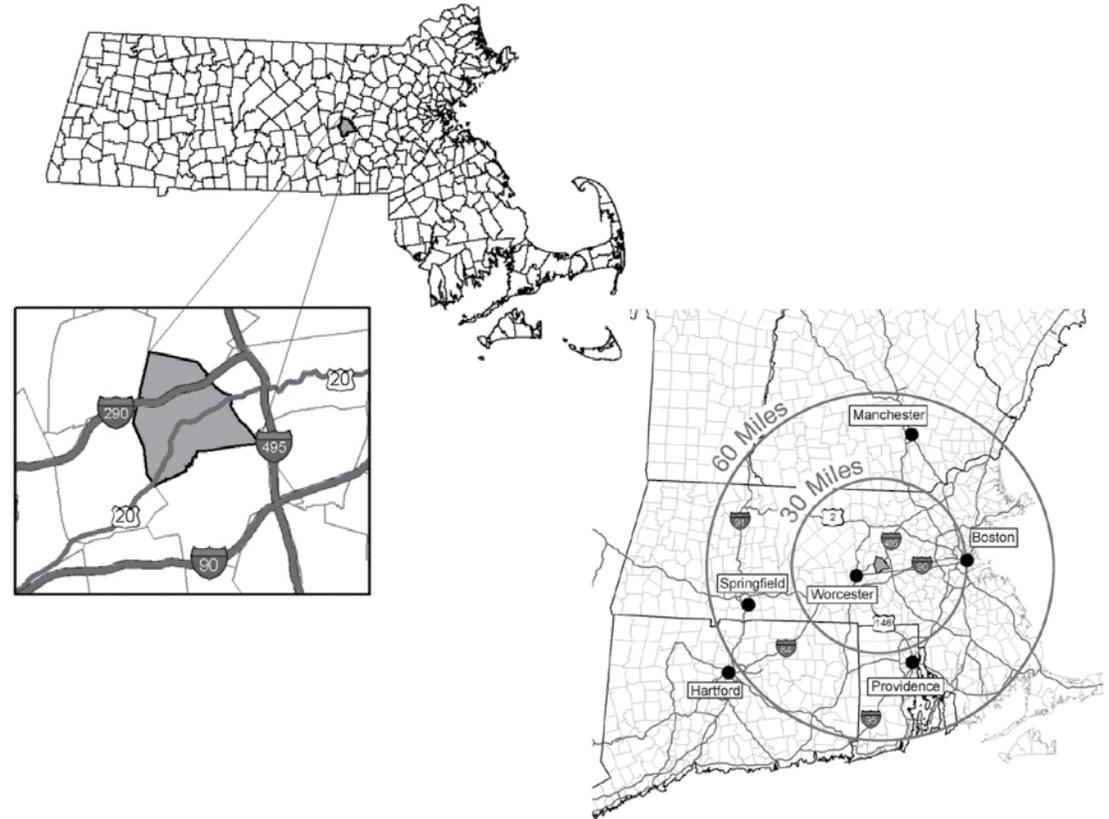
Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

townadmin@town.northborough.ma.us

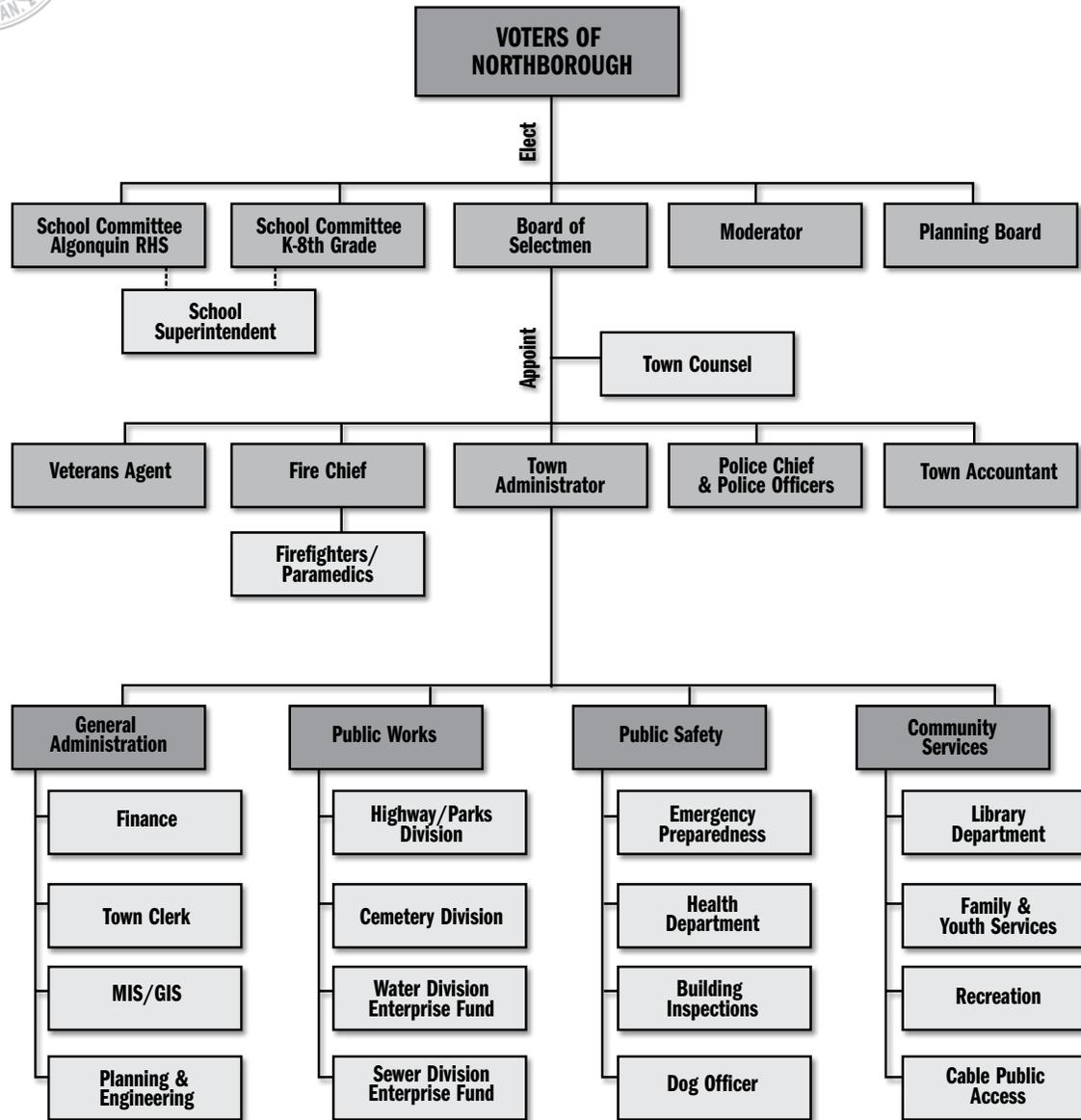
In The Center Of It All: Northborough, Massachusetts



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



Town Organization

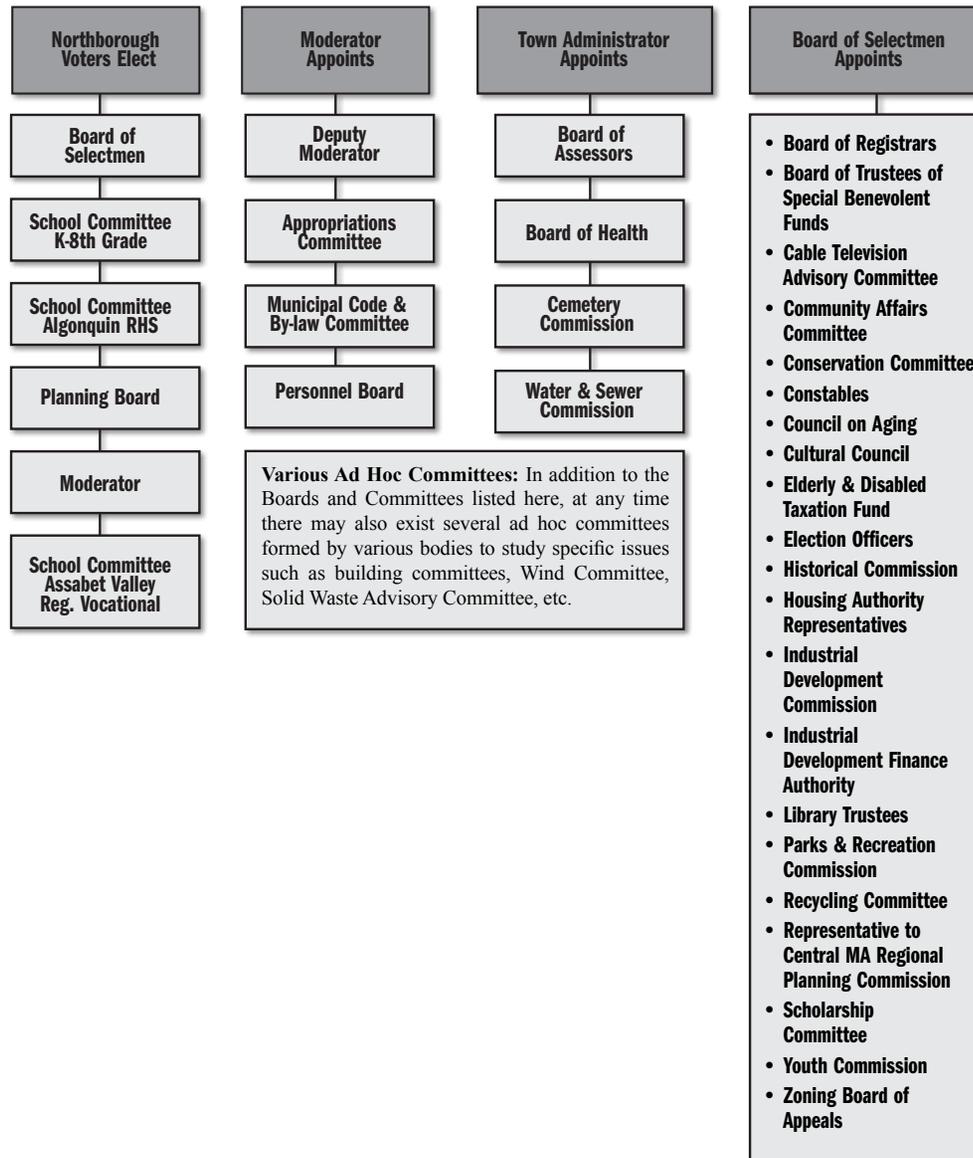


Personnel Appointing Authority

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



Boards, Committees, Commissions Organization



Boards & Committees with Multiple Appointing Authorities

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



Officers of the United States of America

President

Barack Obama

Vice President

Joseph Biden

Senators in Congress

Scott P. Brown

John F. Kerry

Congressman, 3rd District

James P. McGovern



Officers of the Commonwealth of Massachusetts

Governor

Deval L. Patrick

Lieutenant Governor

Timothy P. Murray

Secretary of the Commonwealth

William F. Galvin

Treasurer

Steven Grossman

Attorney General

Martha Coakley

Auditor

Suzanne M. Bump

Governor's Council 3rd District (Pct. 3)

Marilyn Petitto Devaney

Governor's Council 7th District (Pct. 1, 2, 4)

Thomas J. Foley

State Senator (Pct. 3) Middlesex & Worcester

James B. Eldridge

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

Harriet L. Chandler

State Rep. 12th Worcester District

Harold P. Naughton



Elected Officers

Moderator

Frederick A. George

Deputy Moderator

Gerald Hickman

Board of Selectmen

Dawn Rand, Chair

Jeff Amberson

Leslie Rutan

William Pantazis

Fran Bakstran

Planning Board

Rick Leif, Chair

Michelle Gillespie

Leslie RM Harrison

Daniel Lewis

George Pember

Assabet Valley Regional Vocational District School Committee

Michael Casaceli

Northborough School Committee

Nancy Berglund, Chair

Joan Frank

Shirley Lundberg

Susan Sartori

Stephen Witkowski

Northborough/Southborough Regional School Committee

N-Shirley Lundberg, Chair

N-Joan Frank

N-John Reynolds

N-Susan Sartori

N-Helynne Winter

S-Paul Butka

S-Susan Dargan

S-Kathleen Harragan

S-Jack Kessler

S-Daniel Kolenda



Boards, Committees, Commissions

Council on Aging

Jarl Anderson, Chair

Deborah Campana

Linda Cragin

Robert Giles

Alan Gustafson

Donna Ordway

Alice Stapelfeld

**Margaret Harling*

**Diane Barrile*

**Richard Perron*

Appropriations Committee

Elaine Kelly, Chair

Robert D'Amico

Janice Hight

Dan McInnis

Richard Nieber

Anthony Poteete

Board of Assessors

Diane O'Connor, Principal

James Dillon

Arthur Holmes

Cable Television Advisory Committee

Richard Swee, Chair

James Ares

Bruce DeGraaf

Jeff Junker

James Murphy

**Kevin Wittman*

**Niel Middleton*

Cemetery Commission

William Graham

Maureen Sargent

**Gerard Bourque*

Central Mass Regional Planning Commission

Matthew Turo

Community Affairs Committee

Virginia Simms George, Chair

Linda Abusamra

Patricia Griffin

Lisa Hodge

Linda Levitt

Kara McCormick

Betsy Moore

Jessica Nault

Erica Robinson

**Louise Houle*

**Marnie Frankian*



Boards, Committees, Commissions

Community Preservation Committee

John Campbell, Chair (Open Space)
Andrew Clark
Christopher Kellogg
Peter Martin
Sean Durkin (Parks & Rec Comm)
Jane Fletcher (Housing Authority)
Michelle Gillespie (Planning Board)
Donald Haitsma (Historical Comm)
Todd Helwig (Conservation)

Conservation Commission

Wayne Baldelli, Chair
Thomas Beals
Diane Guldner
Todd Helwig
Brian McManus
Maurice Tougas
Greg Young

Constables

Lawrence Beatty
Raymond Reynolds

Cultural Council

Kim Henderson-Lee, Co-Chair
Carl Kinkel, Co-Chair
Catherine Arcona
Stephen Dennis
Ande Lockwood
Ingrid Molnar
Sanjeev Wadhvani
**Terry Crean*
**Cecil Adderley*
**Kristen Henriques*
**Mirek Kocandrle*

Design Review Committee

Michelle Gillespie, Chair
Anthony Abu
Pamela Bleakney
Tom Reardon
David Veron

Earth Removal Board

Janet Sandstrom, Chair
Thomas Beals
Nicholas Howorth
Frederic Philcox
Anthony Ziton

Elderly & Disabled Taxation Fund Committee

Adele Beatty
Mitchell Gordon

Financial Planning Committee

Jason Perreault, Chair
David DeVries
Allison Goldman
Michael Hodge
Roger Leland
**Christine Kowal*

Groundwater Advisory Committee

Bryant Firmin
Diane Guldner
Deirdre O'Connor
George Pember
Leslie Rutan

Board of Health

Glenn French, Chair
Dilip Jain
Deirdre O'Connor

Historical Commission

Normand Corbin, Chair
Stephen Anderson
Donald Haitsma
Russell Jones
Marie Nieber
Stephanie Stockman
Marie Wyman
**Anne Hudzikiewicz*

Housing Authority

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

Housing Partnership

Rick Leif, Chair (Planning Board)
Nicole Carey
Michael Durkin
Robert Kimball
Jeff Amberson (Selectmen)
Brad Newman (Housing Authority)

Industrial Development Commission

Mark Donahue, Chair
Gerry Benson
Budhinath Padhy
Karen Scopetski
Tim Shay

Industrial Development Finance Authority

George Pember, Chair
William McGourty
Francis McKenna

Library Trustees

Lara Helwig, Chair
Jane Clark
Mary Crowley
Michelle Rehill
Virginia Simms George
John Stoddard
Barbara Virgil
**Nancy Kellner*
**Adrienne Rebello*

Municipal Code & Bylaw Committee

Lorraine Leland, Chair
Richard Kane
Telford Knepper
Andrea Leland

Open Space Committee

John Campbell, Chair
Charles Bradley
Dan Clark
Jeff Amberson (Selectmen)
Leslie Harrison (Planning Board)
Sean McCann (Parks & Rec)
Maurice Tougas (Conservation)

Parks & Recreation Commission

Sean McCann, Chair
Sean Durkin
David Putnam
David Rawlings
James Wing

Personnel Board

Virginia Simms George, Chair
Charles Frankian
Susan LaDue
Ann Levenson

Recycling Commission

Betty Tetreault, Chair
Justin Fisher
Ingrid Molnar
June Stokoe
Brian Swanson

Board of Registrars

Andrew Dowd, Ex-Officio
Nancy McNamara
Joann Sharp
Claire Swan

Scholarship Committee

Robert D'Amico, Chair
Brian Braveman
Marjorie Markson
Kelly Moran
**Laurie Klein*
**Sidney Field*
**Marjorie Hurwitz*

**Resigned / Retired / Term Expired / Other*



Boards, Committees, Commissions

Trails Committee

Robert Mihalek, Chair
George Bender
Charles Bradley
Lana Chan
George Curtis
Sherral Devine
Dominic Faissler
Marie-Anne Faissler
Claude Guerlain
Mary Jaiswal
John Karpuk
Scott Karpuk
Nancy Kellner
Forest Lyford
Arnold Oyola
James Stein
Marielle Stone

Trust Funds Committee

Lorraine Leland, Chair
Andrea Leland
Denise Nadler

Water & Sewer Commission

John Meader, Chair
Bryant Firmin
David Pepe

Wind Turbine Committee

Robert Giles, Co-Chair
Joseph McNamara, Co-Chair
Edward Cahill
Philip Johnson
Richard Jones
Richard Kane
Ron Parker
John Cragin (Alternate)
Maggie Harling (Alternate)
**William Halter*

Youth Commission

Sandra Scott, Chair
Gretchen Bean
Joan Clementi
Rebecca Haberman
Lori Mott
Sylvia Pabreza

Zoning Board of Appeals

Richard Rand, Chair
Gerry Benson
Chan Byun
Richard Kane
Mark Rutan
Craig Gugger (Alternate)
Sandra Landau (Alternate)
**Daniel Ginsberg - Alternate*

**Resigned / Retired / Term Expired / Other*



Application for Town Government

Application for Northborough Town Government

Name: _____

Address: _____

Telephone (Work): _____ Telephone (Home): _____

Town Position Desired: _____

Have you ever served on a Government Committee? Yes No

If yes, name of Committee/Office held: _____

Occupation: _____

How many years have you lived in Northborough? _____

Education: _____ If college graduate, indicate major: _____

Please attach a resume or briefly describe your interest and provide background information regarding your interest in serving on this particular board.

Completed application should be returned to: Diane Wackell, Selectmen's Office, Municipal Office Building, 63 Main Street, Northborough, MA 01532
For information on available appointments call 508-393-5040



General Administration

Town Administrator

John W. Coderre

Assistant Town Administrator

Kimberly Hood

Executive Assistants

Mary Jean (MJ) Fredette
Diane Wackell

Finance Director

June Hubbard-Ward

Assistant Treasurer/Collector

Cheri Cox

Assistant Tax Collector

Elaine Dell'Olio

Financial Assistant

Marijane Pescaro

Town Accountant

Jason Little

Assistant Town Accountant

Wendy Ricciardi

Principal Assessor

Diane O'Connor

Part-time Assessors

James Dillon
Arthur Holmes

Assessor's Assistants

Mary Carey
Susan Reagan

MIS/GIS Director

David Kane

Assistant MIS/GIS Director

John Sabatini

Town Clerk

Andrew Dowd

Assistant Town Clerk

Teresa Kelly

Town Counsel

Kopelman & Paige

Town Planner

Kathryn Joubert

Town Engineer

Fred Litchfield

Administrative Assistant

Debora Grampietro

Conservation/ Earth Removal Board Secretary

Eileen Dawson

ZBA Board Secretary

Elaine Rowe

Town Hall/Police Custodian

Hosannah Pires



Police Chief

Mark Leahy

Police Lieutenant

William Lyver

Police Sergeants

Demosthenes Agiomavritis
James Bruce
Joseph Galvin
William Griffin

Detective Sergeant

Brian Griffin

Patrol Officers

Kostas Agiomavritis
Shane DiDonato
Justin Faucher
Nathan Fiske
Robert Haglund
Patrick Kelly
Timothy Kleczek
Scott Maffioli
Phillip Martin
Eric Michel
Jeffrey Noel
James Scesny
Jeremy Trefry

Supervisor of Communications & Records

William Toomey

Dispatchers

Jody Blanchard
Michael Burnell
Dennis Carlson
Christopher Cherry
Thomas McDonald
**Amy Savasta*

Administrative Assistant

Karen Mueller

Fire Chief

David Durgin

Fire Captains

James Houston
David Hunt
Frederick Hurst
Robert Theve

Firefighters/EMTs

Daniel Brillhart
Steven Brosque
Michael Burnell
Dennis Carlson
Donald Charest
Zachary Charest
Jamie Desautels

Patrick Doucimo
William Farnsworth, Jr.
Michael Gaudette
Timothy Kleczek
Jeffrey Legendre
Patrick McManus
Douglas Pulsifer
Scott Reynolds
Michael Sholock
Barry Sullivan
Christopher Tetreault
Todd Yellick
**James Claflin*

Firefighters

Michael Serapiglia

Trainees

Patrick Byrne
James Foley

Safety/Fire Prevention

Richard Sargent

Photographer

Roger Conant

Chaplain

Richard Martino

Hazardous Materials Assistant

Nancy Lepore

Administrative Assistant

Deborah Bent

Office Assistant

Laurie Gaudette

Inspector of Buildings

William Farnsworth, Jr.

Local Building Inspector

Fred Lonardo

Administrative Assistants

Louise Leo
Sarah Roach



Animal Inspector

Leslie Boardman

Sealer of Weights & Measures

Edward Seidler

Plumbing & Gas Inspector

A. Richard Desimone

Wiring Inspector

Robert Berger

Health Agent

Jamie Terry

Administrative Assistants

Louise Leo

Sarah Jean

Dog Officer

Claudia McGuire

Assistant Dog Officers

Ashley Brooks

Melinda MacKendrick



DPW Director

Kara Buzanoski

Administrative Assistants

Lynda LePoer

Robbie Powers

Highway/Parks Supervisors

David Robillard

Gregg Senecal

Heavy Equipment Operators

Christopher Carlin

Edward Faford

Richard Frederick

David Lane

Richard Lane

Donald LeBlanc

David Yellick

Mechanic

Michael Roberts

Water/Sewer Supervisor

Paul Corbosiero

Water/Sewer Maintenance Workers

Timothy Davison

Steven Jobes

Jeremy Weeks



Senior Center Director

Kelly Burke

Outreach Coordinator

Jocelyn Karabatsos-Ehrhardt

Office Assistant

Nancy Dragon

**Anne Jackson*

Van Drivers

Kevin Daley

Joseph Duca

Dennis Parker

Michael Ryan

**Robert Williams*

Library Director

Jean Langley

Librarians

Deborah Hersh

Patricia Link

Sandra Stafford

Shirley Waite

Circulation Desk Supervisor

Julie Brownlee

Library Assistants

Bonny Anderson

Kristen Bartolomeo

Juliane Bozicas

Marjorie Femia

Geneinde Jones

Financial Assistant

Kathleen Whitman

Recreation Director

Allison Lane

Administrative Assistant

Michelle Lyseth

Family & Youth Services Director

June David-Fors

FYS Counselor

**Karen Kazarian*

Administrative Assistant

Kathy Brumby

Cable Access Director

Kathleen Dalglish

Studio Assistant

Terry Crean

Veterans Agent

Richard Perron



Board of Selectmen

Meeting Information

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

Visit us on-line at www.town.northborough.ma.us

The Town's website is full of important and helpful information about your community. Town department web pages are continuously maintained and updated.

Solid Waste Collection Program

During several public meetings throughout the year, the Board of Selectmen continued an extensive review and evaluation of the current Pay-As-You-Throw Solid Waste Program versus several alternative Solid Waste options. Following an opportunity for the public to provide input, the Board expects to make a policy decision in January of 2011.

Lease Agreement for Wireless Communications Facility

At the 2010 Annual Town Meeting, the Town voted to authorize the Board of Selectmen to enter into a long-term lease agreement for the use of a portion of Town-owned land at 211 Main Street for the construction, installation, operation and maintenance of a wireless communication tower. Once completed, the project will eliminate the need for another cell tower in this general vicinity as previously proposed by another cell carrier and will also eliminate the need

for a capital project costing approximately \$250,000 to replace the aging tower at the Police Station. It will provide Public Safety (Police, Fire, EMS & DPW) with all new antennas and equipment on the tower at no cost to the Town. Guaranteed revenue will total \$651,606 over the twenty-year life of the Lease Agreement. The Town has the potential to receive an additional \$250,000 if the Tower is fully leased by four co-locators over the life of the Agreement.

Finances

The Board of Selectmen supported the Town Administrator's proposal to formally reorganize the Town's Financial Offices (Assessors, Town Accountant and Treasurer/Collector) into one Finance Department. The organization and functions of these offices into a single department provides a comprehensive and coordinated approach to managing the financial operations of the Town.

The Free Cash policy, drafted by the Town Administrator and unanimously supported by both the Financial Planning and Appropriations Committees, was formally adopted by the Board in November of 2010. The policy represents a conservative spending approach that serves as a planning guide by identifying appropriate uses of Free Cash. It results in the development of an annual Free Cash Plan for use during the budget process. The final use of Free Cash would continue to be subject to Town Meeting approval and appropriation.

Finances continue to present a challenge with respect to the needs of our community and our ability to continue to provide Town services within the confines of Proposition 2½. Thanks to the creative and conservative approach in developing the FY 2010 Budget by Town Administrator John Coderre, a Budget that was within the confines of Proposition 2½ was presented and adopted at the 2010 Annual Town Meeting.

The Board of Selectmen would like to publicly acknowledge the efforts and commitment of the Town Administrator, Assistant Town Administrator, Finance Director and Town Accountant in developing each fiscal year budget using the highest principles



Board of Selectmen from left to right – Fran Bakstran, William Pantazis, Leslie Rutan, Jeff Amberson & Dawn Rand

of governmental budgeting. The Budget document can now be used as a valuable tool for the residents, presented in a very user-friendly, easy-to-understand document. The average citizen can now go to Town Meeting and feel like they are able to participate in a meaningful way in their local government.

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

Volunteers Help Shape our Community

We strongly encourage your participation in your local government, including your attending any of the various board meetings within the community, visiting the Town Hall or volunteering one's services by becoming a member on a Board, Committee or Commission. If you are interested in volunteering your services, please contact Diane Wackell at 508-393-5040 or visit our website at www.town.northborough.ma.us for more information. Volunteers make a very significant and important contribution to the future of our community.



July 2011

Meeting Schedule

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Fiscal Year 2012 Begins	2
3	4 Independence Day; Schools/Town offices closed	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24 31	25	26	27	28	29	30



Town Administrator

John W. Coderre, Town Administrator

It is with great pleasure and pride that I write this 2010 Annual report. Despite the worst recessionary period in over eighty years, the Town of Northborough continues to not only survive, but thrive as a community. Our success as an organization has its roots in three key attributes: good communication, positive economic development and exceptional financial management.

Communication

Throughout the past year, the various Boards, Committees and Departments of the Town have worked collaboratively to overcome problems and find creative solutions to our financial challenges. The Fiscal Year 2011 budget adopted at the April 2010 Annual Town Meeting was unanimously recommended by the Board of Selectmen, Appropriations Committee, Financial Planning Committee and the K-8 School Committee. The consensus was based upon months of collaborative work and good communication, which allowed Town Meeting members to vote with confidence, knowing that all the primary stakeholders had a seat at the table.

Following months of research and refinement, the Appropriations Committee and Financial Planning Committee unanimously recommended the Town's first set of Comprehensive Financial Policies, which the Board of Selectmen adopted. On June 30, 2010 the Town closed Fiscal Year 2010 in the positive with an independent audit containing no material deficiencies. Long-standing auditor comments regarding control enhancements, investment policies and risk were addressed by the new policies, resulting in the cleanest management letter in recent memory.

In preparing the Fiscal Year 2011 Budget, the Town also worked collaboratively with several community organizations. Grants and donations were critical to maintaining service levels, especially in the Family & Youth Services, Library and Senior Center Departments. Communicating early and often with the various "Friends" groups enabled several

discretionary services to be maintained, in spite of reduced resources. Prime examples include the Friends of the Senior Center's \$30,000 donation to support the departmental operating budget, and the Friends of the Library's willingness to donate \$50,000 to fund the books & materials budget. The Town successfully obtained a waiver from the State Board of Library Commissioners in Fiscal Year 2011 and maintained its certification based upon the community's collaborative effort.

Through a conscious effort, the Town has achieved improved communication and relations among the various municipal agencies, including the School Department and the Financial Boards and Committees. Most major initiatives in 2010, including the policy decision to stay with the current pay-as-you-throw solid waste program, the private sector police communications tower replacement bid, and the overall municipal budget have enjoyed unanimous support by all primary stakeholders.

Economic Development

Another one of Northborough's success stories in 2010 was its positive economic development. During a period when little economic expansion was seen around Central Massachusetts, Northborough added \$68 million in new growth during Fiscal Year 2011, resulting in almost \$1 million in new tax dollars. The continued development of the 600,000 square foot commercial development at Routes 9 and 20 is scheduled to be completed in the fall of 2011, adding more new growth to the Town's tax levy in the coming year. In addition to physical growth, Northborough has successfully enhanced its public image as a positive place to do business by coordinating early with major developments in order to improve the process and encourage other companies to locate here.

Positive economic development, coupled with conservative budgeting in Fiscal Year 2011, resulted in a tax rate of \$15.11 per \$1,000 of assessed value. Although this represents an increase from the Fiscal Year 2010 tax rate of \$14.38 per \$1,000 of value, the average single family residential property valued at \$395,220 actually experienced a slight decrease in taxes from \$5,992 to \$5,972. Since businesses tend to pay far more in taxes than they consume in municipal services, significant commercial developments continue to subsidize residential property taxes without the need to charge commercial/industrial properties an artificially higher tax rate.

Financial Management

Of all the key factors impacting Northborough during 2010, the one I am most proud of is the Town's exceptional financial management and planning. The financial planning efforts over the past couple of years culminated in the Town receiving its first ever national budget award in Fiscal Year 2011 from the Government Finance Officers Association (GFOA). The award represents a significant achievement by the Town. It reflects the commitment of the Board of Selectmen and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the Town had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well the Town's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

The Town's Fiscal Year 2011 budget document was rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award. Again, the Fiscal Year 2011 Budget passed Town Meeting with the unanimous support of the Board of Selectmen, Appropriations Committee, Financial Planning Committee and the School Department. At a time when financial matters are critical, Northborough's budget process and document is more transparent and user-friendly for its residents than any other point in time.

Conclusion

By working together in a collaborative manner, communicating constantly, and approaching our finances in a disciplined manner using nationally recognized best practices, the Town was able to avoid any personnel layoffs, maintain core services, promote positive economic development, and reduce taxes during Fiscal Year 2011.

I want to take this opportunity to thank all the Department Heads and Town Staff, as well as Executive Assistants M. J. Fredette and Diane Wackell in the Office of the Board of Selectmen and Town Administrator for their valuable work during this year. I would also like to take this opportunity to acknowledge and appreciate the efforts of the Town's Financial Team, which consists of Assistant Town Administrator Kim Hood, Finance Director June Hubbard-Ward, and Town Account Jason Little without whom the above financial achievements would not have been possible.



August 2011

Meeting Schedule

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31 First day of School			



Finance Department

June Hubbard-Ward, *Finance Director*
Jason Little, *Town Accountant*
Diane O'Connor, *Principal Assessor*

In 2010, the Finance Department was formally established through an amendment to the Town's Administrative Code. The functional areas of the Department include Treasurer/Collector, Accounting and Assessing.

The Town's financial position remains solid and we closed FY2010 with an unreserved fund balance in the General Fund of \$2.35 million, an increase of \$1.10 million over the previous year. Our reserves remain strong with certified free cash at \$1.95 million and our Stabilization Fund balance of \$3.55 million at the close of FY2010. In total, these reserves represent approximately 10.0% of our budget. Our Independent Auditor has completed the FY2010 audit in accordance with generally accepted auditing standards and determined that there were no material weaknesses.

Treasurer/Collector

Despite a challenging economy, Northborough's unemployment rate of 6.2% is below the level of both the Commonwealth of Massachusetts and the nation as a whole. Income levels remain strong with our income per capita at 125% above the state average and our mortgage foreclosure rate is minimal.

The Town issued \$10.03 million in short term Bond Anticipation Notes in April 2010. In conjunction with this offering, Moody's Investors Service affirmed our Aa3 Bond Rating on long-term general obligation debt and assigned a MIG1 rating to the notes. Moody's noted that our favorable rating reflects our "satisfactory financial position, moderately sized tax base with above-average wealth indicators, and manageable debt burden." The analysts also noted their belief that our financial position will remain stable citing our conservative budgeting approach and satisfactory reserve level.



The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the Town of Northborough, MA for its annual budget document for the fiscal year beginning July 1, 2010 to June 30, 2011. The Town of Northborough was one of approximately 9 municipalities in the Commonwealth to receive this distinction, which is the highest award offered in public budgeting.



September 2011

Meeting Schedule

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Labor Day; Schools/Town offices closed	6	7	8	9	10
11 Patriot Day; Grandparents Day	12	13	14	15	16 Applefest Weekend	17
18 Applefest Weekend	19	20	21	22	23 Autumn begins	24
25	26	27	28 Rosh Hashanah begins	29 Rosh Hashanah; Schools closed	30	

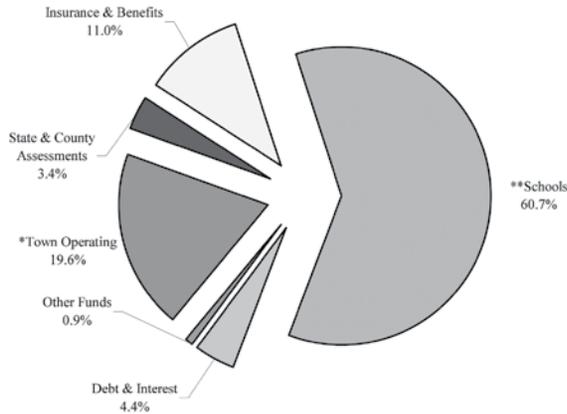


Finance Department

Budget in Brief

Similar to prior budgets, the FY2011 Proposed Budget relies on projections regarding available revenue, thereby accepting the limits of the Town's financial resources. The budget is based upon an established ceiling of revenue derived from local property taxes in accordance with Proposition 2½. Added to these revenues are State Aid, Departmental Receipts such as fees, permits, interest earned and Available Funds such as Free Cash and Special Revenues.

Fiscal Year 2011 Expenditures



*Town Expenditures include Reserves for Abatements, Warrant Articles and Offsets

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

FY2011 Proposed Budget

EXPENDITURES	FY2010 Budget	FY2011 Proposed	Variance	% Change
Town	\$15,393,170	\$15,639,698	\$246,528	1.60%
Schools				
Northborough K-8	\$17,657,769	\$17,940,566	\$282,797	1.60%
Algonquin Reg. HS 9-12	\$7,962,259	\$7,696,524	-\$265,735	-3.34%
HS Debt Exclusion	\$875,872	\$1,131,427	\$255,555	29.18%
Assabet Valley	\$611,150	\$680,836	\$69,686	11.40%
Warrant Articles				
Declaratory Judgment	\$0	\$100,000	\$100,000	100%
Solid Waste Subsidy	\$0	\$301,447	\$301,447	100%
Election Equipment	\$0	\$27,600	\$27,600	100%
Zeh School Debt	\$554,926	\$540,830	-\$14,096	-2.54%
Colburn St. Debt Service	\$83,848	\$81,922	-\$1,926	-2.30%
Library Debt Service	\$499,104	\$430,395	-\$68,709	-13.77%
Senior Center Debt Service	\$264,075	\$255,170	-\$8,905	-3.37%
Other Funds	\$408,742	\$391,012	-\$17,730	-4.34%
Adjustments	\$111,600	\$13,371		
Subtotal General Fund	\$44,422,515	\$45,230,798	\$808,283	1.82%
Water Enterprise Funds	\$1,726,102	\$1,725,110	-\$992	-0.06%
Sewer Enterprise Fund	\$1,216,737	\$1,194,677	-\$22,060	-1.81%
Solid Waste Enterprise Fund	\$798,468	\$826,447	\$27,979	3.50%
Subtotal Enterprise Funds	\$3,741,307	\$3,746,234	\$4,927	0.13%
TOTAL ALL FUNDS	\$48,163,822	\$48,977,032	\$813,210	1.69%



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, 2010, have been submitted to the Department of Revenue. 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 in accordance with standards developed by the Governmental Accounting Standards Board (GASB). The statements reflect the second year of GASB Statement #45 being implemented. GASB #45 requires an actuarial study be conducted and routinely updated in order to determine the Town's long term Other Post Employment Benefit (OPEB) obligations, and then show the liability on the financial statements. The Town's initial study was completed and the liability is shown on the 2010 statements.

Bill Fraher, CPA, has completed the audit of the Town's financial records. A copy of the audit report is available in the office of the Town Clerk and on the Town Accountant's webpage.



TOWN OF NORTHBOROUGH, MASSACHUSETTS Statement of Net Assets – Ended June 30, 2010

	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and cash equivalents	\$ 13,597,967	1,465,562	15,063,529
Investments	5,967,220	-	5,967,220
Receivables (net of allowance for uncollectibles)	1,464,748	2,013,766	3,478,514
Due from commonwealth	2,593,623	152,962	2,746,585
Property taxes billed in advance	18,081,036	-	18,081,036
Other assets	227,330	-	227,330
Capital assets:			
Assets not being depreciated	12,370,928	3,161,236	15,532,164
Assets being depreciated, net	38,847,196	15,421,707	54,268,903
Total assets	\$ 93,150,048	22,215,233	115,365,281
Liabilities			
Warrants and accounts payable	\$ 913,459	100,324	1,013,783
Other accrued liabilities	1,782,523	-	1,782,523
Accrued interest payable	108,113	85,526	193,639
Unearned revenue	18,081,036	-	18,081,036
Notes payable	9,390,362	635,000	10,025,362
Long-term liabilities:			
Due within one year:			
Compensated absences	147,404	8,057	155,461
Bonds payable	1,196,500	763,590	1,960,090
Due in more than one year:			
Compensated absences	71,470	-	71,470
Other post employment benefits	4,428,000	-	4,428,000
Bonds payable	9,865,884	7,788,403	17,654,287
Total liabilities	45,984,751	9,380,900	55,365,651
Net Assets			
Invested in capital assets, net of related debt	33,701,887	9,395,950	43,097,837
Restricted for:			
Specific purposes - expendable	170,768	-	170,768
Specific purposes - nonexpendable	504,696	-	504,696
Unrestricted	12,787,946	3,438,383	16,226,329
Total net assets	\$ 47,165,297	12,834,333	59,999,630

The notes to the financial statements are an integral part of this statement.



Assessing Division

The mission of the Assessing Division is to serve the public interest and help assure the financial stability of Northborough by exhibiting the highest level of competence and professionalism. To this end, the Department's staff pledges its efforts toward the accomplishment of five critical objectives:

1. Timely tax billing.
2. The attainment of tax equity whereby each taxpayer pays only their fair share of the tax burden.
3. The maximization of tax base growth revenue.
4. The public acceptance of our administration of the real estate, personal property and excise tax systems through prompt, courteous, honest and thorough services.
5. Enhancing public awareness of legislative changes of the tax laws and tax relief programs for local citizens.

The Town has 6,293 taxable accounts in Northborough, of which 4,007 are single-family residences. The total value of all assessed real and personal property for fiscal year 2011 is \$2,428,566,150.

Various new development projects have provided a significant amount of new growth revenue to the Town; however our total Assessed Valuation for taxable properties was certified at \$2.43 billion in FY2011; a decrease of \$49.8 million or 2% from the previous year. Our tax base is diverse, with the ten largest taxpayers accounting for only 9.3% of total assessed valuation. Property tax collections remain strong with an average of 98.8% collected in the year of the tax levy.

Valuation by Classification

VALUATION	FY2007	FY2008	FY2009	FY2010	FY2011
RESIDENTIAL	1,991,920,100	1,941,494,600	1,947,673,200	1,951,950,300	1,890,669,400
OPEN SPACE	2,634,100	2,409,400	2,400,000	100,600	100,600
COMMERCIAL	180,701,300	183,243,100	183,798,500	183,263,800	180,875,800
INDUSTRIAL	254,763,400	266,610,200	271,011,400	267,299,900	281,489,900
PERSONAL PROPERTY	50,992,060	61,078,290	83,460,870	75,710,970	75,430,450
TOTAL VALUATION	2,481,010,960	2,454,835,590	2,488,343,970	2,478,325,570	2,428,566,150
TAX RATE (per thousand)	\$12.39	\$13.28	\$13.76	\$14.38	\$15.11
AVERAGE HOME VALUE	432,200	418,400	419,600	416,700	395,200
AVERAGE TAX BILL	\$5,355	\$5,556	\$5,774	\$5,992	\$5,971

Top Ten Taxpayers in Fiscal Year 2011

1	AVB NORTHBOROUGH, INC.	AVALON BAY COMMUNITIES	46,331,560	700,070	1.91%
2	CABOT II MA1MO1 MO2 & MO4 LLC		32,649,700	493,337	1.34%
3	IRON MOUNTAIN INFORMATION MANGE. INC.		25,025,860	378,141	1.03%
4	MASSACHUSETTS ELECTRIC CORP	NATIONAL GRID	23,192,970	350,446	0.96%
5	MM INDUSTRIAL BEE MAN RD LLC		19,461,900	294,069	0.80%
6	NORTON CO	SAINT-GOBAIN CORPORATION	18,692,050	282,437	0.77%
7	WAL-MART REAL ESTATE		16,762,852	253,287	0.69%
8	GN11 FORBES RD. LLC	GENZYME CORPORATION	15,354,600	232,008	0.63%
9	BAILARD LYMAN ST. LLC		15,278,700	230,861	0.63%
10	NORTHBOROUGH LAND REALTY TRUST		13,267,200	200,467	0.55%
TOTAL TOP TEN TAXPAYERS			226,017,392	3,415,123	9.31%
TOTAL FY 2011 VALUATION OF THE TOWN			2,428,566,150		



October 2011

Meeting Schedule

Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Library
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Board of Health	2nd Tuesday	6:00 PM	Selectmen's Meeting Room
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Regional School Committee	3rd Wednesday	7:00 PM	Algonquin High School Library
Zoning Board of Appeals	4th Tuesday	7:00 PM	Conference Room B

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7 Yom Kippur begins	8 Yom Kippur
9	10 Columbus Day; Schools/Town offices closed	11	12	13	14	15
16	17	18	19	20	21	22
23 30	24 31 Halloween	25	26	27	28	29



MIS / GIS

David Kane, MIS/GIS Director

The MIS/GIS Department is charged with two main responsibilities.

- To oversee the acquisition, implementation and support of information technology.
- To develop, distribute and keep current the Town's Geographic Information System (GIS).

In 2010, the MIS/GIS Department continued its efforts in refining the Town's newly redesigned website. At the roll-out of the new website only a handful of committees and boards offered agendas and minutes online. Currently over 30 boards and committees now regularly post agendas and minutes. Furthermore, the Town's website is used to meet the requirements of the Commonwealth's new Open Meeting Law by posting meeting agendas on-line, in addition to being posted in the Town Clerk's office

The MIS/GIS Department played a significant role in the planning and implementation of technology for the Town's Senior Center. Rolling out the network, computers, phone systems, wireless access and public computer lab was an important component of the new facility which will be a useful resource for the Town's seniors.

During 2010 the MIS/GIS Department commenced a re-design of the Town's GIS Online Viewer to reflect the newly obtained aerial photography as well as to provide additional functionality to users of the site. This new site is expected to be available in early 2011.

Point your browser to www.town.northborough.ma.us for the latest news and services available on the Town's web site. You can also use the website to:

- Subscribe to Town News
- View a calendar of upcoming public meetings
- Obtain meeting agendas and minutes

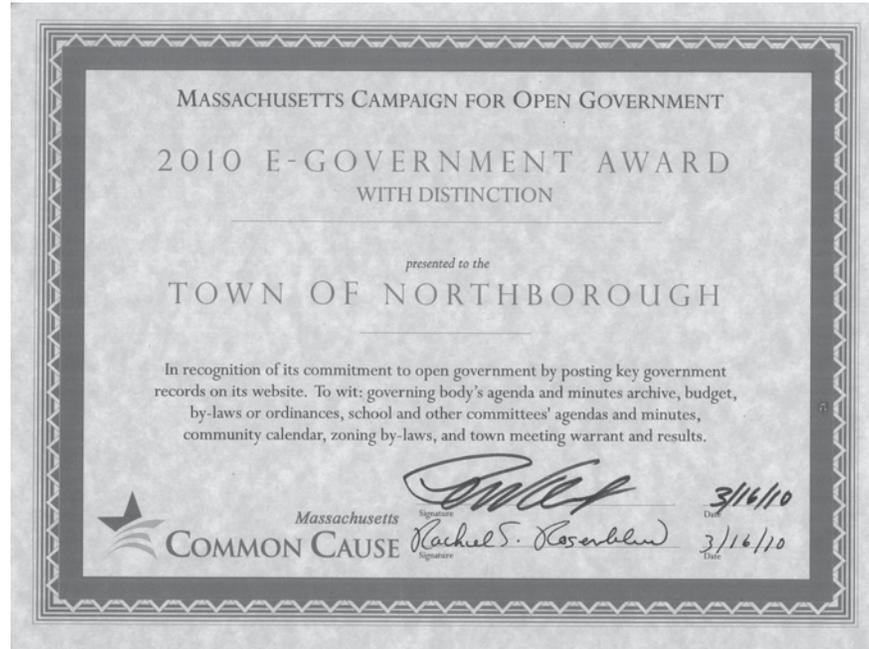
- Obtain applications for many departmental permits and licenses
- Pay property tax, motor vehicle excise tax and utility bills
- Obtain trail maps for Northborough's recreational trail system
- View Assessor's maps

This is just a brief summary of the many ways in which the Town is striving to increase access to information of relevant data sources and delivery and mechanisms to

consistently improve its offerings to Town residents, businesses and the general public.

We hope you find the website both informative and user-friendly. Please feel free to submit general comments or suggestions through the on-line form, or directly to the email addresses contained on the departmental pages. As always, we appreciate receiving your feedback.

Residents interested in learning more about the Town's MIS and GIS efforts are encouraged to call (508) 393-1524 or e-mail mis@town.northborough.ma.us.



The Town's website was recognized by Common Cause as maintaining a high level of governmental transparency by posting a calendar of upcoming public meetings, the Town's Annual Town Report, Town Meeting Warrant, Budget, as well as meeting agendas and minutes for a variety of boards, committees and commissions.



November 2011

Meeting Schedule

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6 Standard Time begins	7	8	9	10	11 Veterans' Day; Schools/Town offices closed	12
13	14	15	16	17	18	19 Town offices, Senior Center, DPW open ½ day
20	21	22	23 ½ day for Schools	24 Thanksgiving Day; Schools/Town offices closed	25 Schools/Town offices closed	26
27	28 Schools closed	29	30			



Town Clerk's Office

Andrew T. Dowd, *Town Clerk*

The Town Clerk's Office is responsible for maintaining and preserving the town's vital records; issues birth, death, marriage certificates, business certificates, raffle/bazaar permits, dog licenses, hunting and fishing licenses and processes U.S. Passport applications. Beginning in 2011, The Town Clerk's office will begin accepting payments for dog licenses, birth, death, and marriage records online. The Town Clerk also serves as a Justice of the Peace. Both the Town Clerk and Assistant Town Clerk serve as Notary Public.

REGISTERED VOTERS – as of 12/31/2010

PRECINCTS	1	2	3	4	TOTAL
Democrats	603	555	585	537	2280
Green Party USA	0	0	2	0	2
Green Rainbow	4	7		2	13
Libertarian	6	13	11	6	36
American Independent	1	0	0	0	1
Republicans	355	389	394	394	1532
Inter 3rd Party	1	2	1	1	5
Unenrolled	1515	1482	1530	1559	6086
Totals	2485	2448	2523	2499	9955

VITAL STATISTICS – for 2010

Births – 103 Deaths – 136 Marriages – 61*

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



The Town Clerk's Office has a variety of historic records including the birth record of former Massachusetts Governor John Davis, born January 13th 1787. Mr. Davis also served as a U.S. Congressman and U.S. Senator.



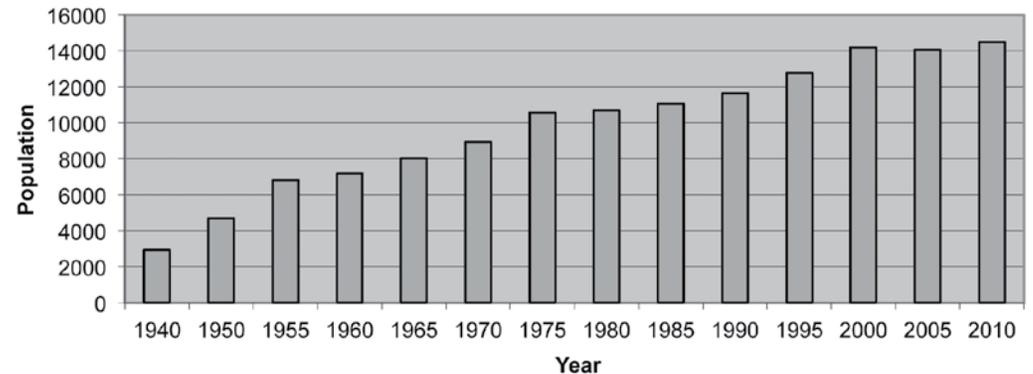
This is to certify that the following Pages of Records of Births are a true and correct copy of the Births recorded in the First or old Book of Births, Deaths and Marriages, and hereby certify that I have examined and compared the copy with the Originals and the same correct.

Attest Gilman B Howe

Northborough Jan 30th 1890.

*Town Clerk
of Northborough
Mass*

GROWTH TRENDS





Town Clerk's Office



Town Election – May 10, 2010

TOTALS

Town Moderator	
Frederick A. George, Jr. (re)	266
Board of Selectmen	
Leslie S. Rutan (re)	257
Planning Board	
Michelle Gillespie (re)	247
Northborough School Committee	
Nancy W. Berglund (re)	246
*Total Number Registered	9794
Total Votes Cast(including blanks) =	306
Percentage Voter Turnout	3.12%

Special State Election – January 19, 2010

TOTALS

Senator in Congress	
Scott P. Brown	3829
Martha Coakley	2492
Joseph L. Kennedy	61
TOTALS	6385

Total Number of Registered Voters*	9847
*As of the December 30, 2009 deadline to register	
Total votes cast (including blanks)	6385
Voter turnout	64.84%

State Primary Election – September 14, 2010

Contact the Town Clerk's office for results.

Complete results for all elections are available on the Town's website:
www.town.northborough.ma.us or by contacting the Town Clerk's office 508-393-5001.

Northborough – State Election – November 2, 2010

Governor	
Patrick and Murray	2738
Baker and Tisei	3332
Cahill and Loscocco	404
Stein and Purcell	92
Attorney General	
Martha Coakley	3586
James P. McKenna	2921
Secretary of State	
William Francis Galvin	3563
William C. Campbell	2548
James D. Henderson	240
Treasurer	
Steven Grossman	2329
Karyn E. Polito	4128
Auditor	
Suzanne M. Bump	2265
Mary Z. Connaughton	3625
Nathanael Alexander Fortune	260
United States Rep.	
Third District	
James P. McGovern	3450
Martin A. Lamb	2752
Patrick J. Barron	248
Senator in General Court	
Middlesex & Worcester District - Precinct 3	
James B. Eldridge	720
George M. Thompson	814
Senator in General Court	
First Worcester District - Precinct 1, 2, 4	
Harriette L. Chandler	2234
William J. Higgins Sr.	2477
Representative in General Court (State Rep)	
Twelfth Worcester District	
Harold P. Naughton, Jr.	3856
James F. Gettens	2521
District Attorney	
Middle District	
Joseph D. Early Jr.	4562
Sheriff	
Worcester County	
Lewis G. Evangelidis	3137
Thomas J. Foley	2686
Keith E. Nicholas	353
*Total Number Registered Voters	10075
Total votes cast (including blanks)	6631
Voter turnout	65.82%
*As of the October 13, 2010 deadline to register	



Planning Department

Kathryn A. Joubert, Town Planner

Planning Board

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

In 2010, six (6) applications were filed for the creation of twelve (12) residential lots; one scenic road; and three (3) site plans.

Zoning Board of Appeals

The Zoning Board of Appeals serves to hear and decide applications for special permits and variances; site plans; appeals; and comprehensive permits. Twenty-four (24) petitions were filed in 2010, nine (9) of which will be heard and decided upon in 2011. Of the fifteen (15) cases heard in 2010, fourteen (14) special permits were granted and fourteen (14) variances were granted.

Open Space Committee

The Open Space Committee serves to coordinate the prioritization of the protection and purchase 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.

In 2011, Committee members will continue to identify key parcels to protect, either by acquisition or conservation easement. The Committee will also continue outreach to large landowners in town to educate them about the benefits of conservation restrictions and other protection tools.

Housing Partnership

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

The Partnership is currently working on developing a housing needs analysis for the community. The report is expected to be completed in early 2011.

Design Review Committee

The Design Review Committee works to preserve historic land uses and structures and to promote architectural and ecological considerations for the betterment of the community.

The Committee works with the applicants and architects to review and improve the design of the building and the site landscaping.

Community Preservation Committee

The Community Preservation Act (CPA) was adopted in 2004 and is a funding source to assist the Town with the acquisition of open space, the creation of affordable housing, and the historic preservation of sites within the community. Through the adoption of a 1.5% surcharge on each property tax bill, the State will match up to 100% of the amount raised by the Town. The mission of the Committee is to oversee the process of implementing the CPA and make recommendations at each year's Town Meeting for the allocation of CPA revenue.



Planning Board from left to right – George Pember, Leslie Harrison, Rick Leif, Michelle Gillespie & Daniel Lewis

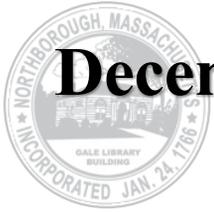
Trails Committee

The mission of the Northborough Trails Committee (NTC) is to develop and maintain a viable recreational trail system in Northborough on public and private property by utilizing volunteers from the community. Hiking packs for trail use are available for borrowing at the library and can be borrowed by anyone with a library card. Weekly hiking series meetings are held on Thursdays at 10:30 a.m. at the Northborough Senior Center. Several different trail sections have already been explored, with more to come.

Seven 12-foot long pressure-treated wooden bridges were installed in muddy areas of the trail network. Six of these bridges were placed in the network. Five bridges along the Cold Harbor Trail will be positioned in the spring. One bridge was installed on Bird Song Trail. The seventh and final bridge was installed on Stirrup Brook Trail.

We wrapped up the year with the First Annual NTC Social held in lieu of our December meeting. It was a great event that brought together many NTC volunteers.

Please visit the NTC website (www.northboroughtrails.org) for other information about the Northborough trails network and the many volunteers who dedicated their time for this important community asset.



December 2011

Meeting Schedule

Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Library
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Board of Health	2nd Tuesday	6:00 PM	Selectmen's Meeting Room
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20 Hanukkah begins	21 Hanukkah	22 Winter begins	23 ½ day for Schools	24
25 Christmas Day	26 Schools/Town offices closed; Kwansaa begins	27	28	29	30	31

School Vacation Week



Engineering Department

Fred Litchfield, Town Engineer, P.E.

The Engineering Department provides staff support and reviews all projects that are submitted to the Conservation Commission, Earth Removal Board, Planning Board, Zoning Board of Appeals, Recycling Committee and the Groundwater Advisory Committee. The Town Engineer also worked very closely with the Solid Waste Advisory Committee and the Wind Turbine Committee. The Engineering Department administers all aspects of the Solid Waste Program.

Collection of Solid Waste and Recycling

The Engineering Department worked closely with the Solid Waste Advisory Committee to find ways to improve the Pay-As-You-Throw program by exploring options for the current bag program. A significant amount of research was done on container based solid waste and single stream recycling programs used in some other Central Massachusetts communities. The Board of Selectmen is expected to make a policy decision on the future of the Solid Waste Program in early 2011.

The Engineering Department continues to work with the Recycling Committee to increase the percentage of items recycled and reduce the volume of recyclable items that are disposed of in the municipal solid waste.

The annual swap meet – Take it or Leave it Day – has been expanded to include scrap metal collection. The annual Household Hazardous Waste Day continues to be successful as well.

The Engineering Department continues to accept button cell batteries, rechargeable batteries and mercurial thermometers which are all unacceptable items for the waste stream. For questions concerning trash collection or recycling, please visit the Town website at www.town.northborough.ma.us or call the Engineering Department at 508-393-5015.

Construction Projects

The department monitored ongoing work at the Cyrus Brook Estates residential subdivisions and also monitored private construction projects that have permits from boards, committees or commissions, to insure that they are being constructed in accordance with the approved plans and permits. Site preparation on the proposed 630,000 s.f. retail project now called “Northborough Crossing” began in 2007 and significant building construction started in 2010 on several retail stores. A considerable amount of off site work occurred at the intersection of Routes 9 and 20 with new signal equipment installed during the summer of 2010. Final pavement and markings along Route 20 and store openings are anticipated in the fall of 2011. Work also concluded this past year on the 350 unit apartment complex being constructed by Avalon Bay next to the “Northborough Crossing”.

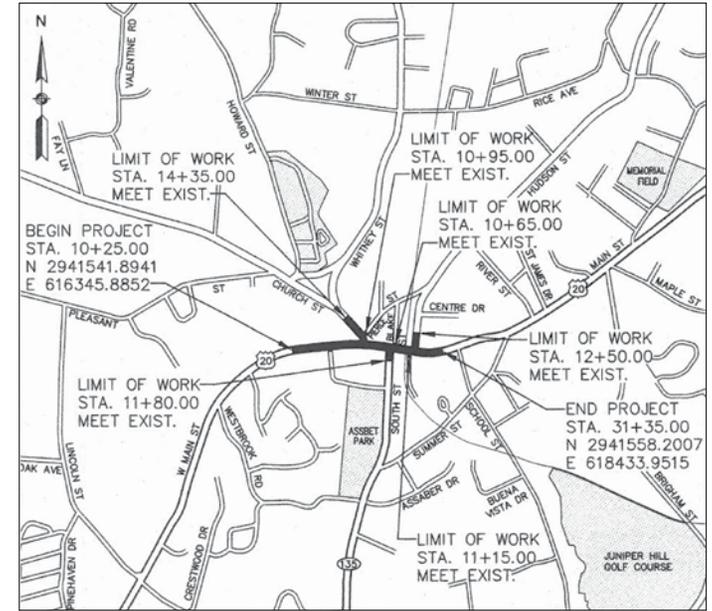
Conservation Commission

The goals of the Conservation Commission are to protect resource areas and stormwater management when considering the applications presented. The Conservation Commission considered 27 applications in 2010, which included 6 septic systems, 1 addition, and 4 Requests for Determinations of Applicability. The Commission continues to monitor several on-going projects: Northborough Crossing, Dunia Gardens, and The Falls at Laurence Place. Each year DPW, Trails Committee and Eagle Scout projects are approved.

Earth Removal Board

The mission of the Earth Removal Board is to prevent soil stripping and the generation of unsafe and unsightly conditions in Town. In 2010, the Earth Removal Board met 7 times, held 6 public hearings, issued 3 new permits and 3 renewal permits.

The Board continues to monitor the site work for Northborough Crossing. The size and scope of this project is much larger than any Northborough project in recent history.



Location of Proposed Downtown Traffic Improvements

Downtown Traffic Improvement Project

It is anticipated that construction will begin on the downtown traffic improvement project sometime during 2011.

The proposed changes are being provided to improve traffic flow in the downtown area, the installation of a new signal at the intersection of Main Street, Hudson Street and Patty Lane with upgrades to the existing signals along West Main Street (Route 20) at the intersections with Church Street and South Street.

Wind Turbine Committee

The Wind Turbine Committee was successful in obtaining an \$85,000 grant from the Massachusetts Clean Energy Center for the installation of a meteorological (met) tower, feasibility study and business plan towards their goal of constructing a wind turbine in Northborough. The meteorological tower was erected in July of 2010 at the Tougas Family Farm. The 50-meter met tower was installed for the purpose of gathering wind data to determine the available wind energy in the Ball Hill area of Northborough. The met tower will remain in place for a minimum of twelve months to gather data. The draft feasibility study is expected to be completed during the summer of 2011.



Building Department

William S. Farnsworth, Jr.
Inspector of Buildings/Zoning Enforcement Officer

For your convenience, building permit forms and useful information can be downloaded from the Town website: www.town.northborough.ma.us.

In 2010 the Building Department worked with National Grid (55 Bearfoot Road), Recall Total (5 Beeman Road), Genzyme (11 Forbes Road) and St. Gobain (9 Goddard Road) to complete projects valued at approximately \$80.3 million dollars. At the intersection of Routes 9 & 20, the 382 unit Avalon Bay project was completed. Adjacent to that, the Northborough Crossing Shopping Center is currently under construction.

The following is provided as a statistical summary of permits and certificates issued by the Building Department for the 2010 calendar year:

Single family houses	19
Attached single family	50
Two family houses	0
Conversion to two family	0
Multi family dwellings	0
Res: add/alter/repairs	98
Non res: new construct.	9
Non res: add/alter/repair	34
Roofing/siding/windows	167
Garages	7
Sheds	10
Barns	1
Decks/porches/gazebos	28
Retaining walls	9
Demising walls	0
Swimming pools	7
Stoves	23
Signs	58

Demolitions	18
Tents/trailers	23
Foundations	5
Voided permits	0
Change in use	1
Wireless comm. facilities	5
Solar panels	2
Totals	574

BUILDING PERMIT Fees Collected in 2010:
 \$ 719,886

Annual Inspection Fees Collected in 2010:
 \$ 4,093

NOTICE TO THE PUBLIC: Please call the Building Department (508-393-5010) before starting any project to confirm what permits are required. State building code and local zoning bylaws require that a permit be obtained for all construction work to be performed. As the owner of the property, it is your responsibility to make sure that all necessary permits are secured before starting any construction project (even if you or your contractor are just replacing or repairing an existing situation). Starting work prior to obtaining permit(s) may result in the normal fee being doubled.

Plumbing and Gas Departments

Richard Desimone, Plumbing and Gas Inspector

PLUMBING PERMITS - 236.
 Permits and fees collected: \$20,299.
GAS PERMITS - 257.
 Permits and fees collected: \$ 8,030.

NOTICE TO THE PUBLIC: State law requires that only licensed plumbers and gas fitters perform plumbing and gas work. This applies to residential and non-residential units, new renovations or replacement work. As the owner of the property, it is your responsibility that a permit is secured by your licensed plumber or gas fitter. Ask to see their valid Massachusetts Plumbers/Gas fitters license. Your plumber or gas fitter may obtain a permit at the Building Department



Aerial view of the Northborough Crossing Shopping Center construction as of December 2010.

during normal working hours. The plumber/gasfitter who pulled the permit can schedule an inspection by calling the Plumbing/Gas Department at 508-393-5010.

Electrical Department

Robert Berger, Wiring Inspector

WIRING PERMITS - 379.
 Permits and fees collected: \$42,892.

NOTICE TO THE PUBLIC: State law requires that a permit be obtained when any electrical work is performed. This applies to residential, commercial, new construction, any re-wiring, low voltage or service upgrade work. All electrical work must be done in accordance with Massachusetts State Electrical Code and any local regulations that may apply. As owner of the property, it is your responsibility to make sure that a permit is secured. Ask your electrician to see their Massachusetts Electrical License. A permit may be obtained at the Building Department during normal working hours. The permit applicant can schedule inspections by calling the Wiring Department at 508-393-5010.



Police Department

Mark K. Leahy, Chief of Police

I am pleased to provide you with the 2010 Annual Report of the Northborough Police Department, a full-service, full-time police agency that serves our residents twenty-four hours a day, seven days a week. As one of only thirty Massachusetts police departments that have been awarded the coveted Certificate of Accreditation by the Massachusetts Police Accreditation Commission, we pride ourselves on continuing a proud tradition of excellence, dedication and professionalism to our community.

As of December 31, 2010, the Northborough Police Department is staffed as shown below:

1	Chief of Police
1	Lieutenant
4	Sergeants
1	Detective Sergeant
11	Patrolmen
2	Detectives
1	Administrative Assistant
1	Communications Supervisor
5	Public Safety Dispatchers
27	Total Employees

We are, in a word, very busy! During 2010, the Northborough Police performed 23,855 service calls (which include self-initiated traffic stops by our Officers). This is an increase of 2,606 calls (or 12.3%) over 2009.

Alphabetically, the larger significant categories were:

Alarms (burglar, fire, panic, hold-up, etc.)	554
Ambulance calls	845
Assist Fire Department	369
Building/Property checks	8125
Business checks	2520
Motor vehicle accidents	345
Suspicious persons/vehicles	500
Traffic citations issued	3212
Vacant house checks	1029
Verbal traffic warning	1332

To ensure prompt service, we responded to and arrived at 94.8% of all calls for service in less than five (5) minutes, with 85.6% of our calls responded to *in less than one (1) minute*. (These numbers include calls of both emergency and non-emergency natures.)

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

The “Officer Phil” Program delivers a fun-filled and non-threatening course of instruction that addresses issues of stranger-safety and personal safety to our elementary school youngsters. This wonderful program is wholly funded by contributions from the Northborough business community, and no taxpayer dollars are used.

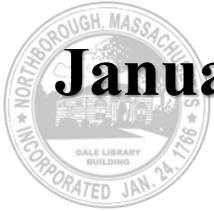
Our “RUOK” Program (which stands for “Are You Okay?”) provides at-risk members of our senior community with a telephone call every morning from the Police Department to simply ask if they are okay. Please remember this helpful program for any senior citizens that you believe could benefit from a daily check.

We have a certified child car seat installer, Officer Phillip Martin, who completed a forty-hour course of instruction to ensure the safety of your children. There is no charge for this service and we strongly encourage parents (and grandparents!) to use his important and valuable service.

As I say each year, please remember that we are *your* Police Department. As shown, the majority of our time, effort and services are geared towards crime prevention and the safety of our residents. Every day we strive to diligently seek out and stop crime before it finds us. Please contact us if we can be of assistance to you. We are available to speak to school, civic and related groups. Do not ever assume that we are too busy to help you- that is exactly what you pay us to do! Your eyes and ears can be a real asset to us. If you see, hear or smell anything that makes you uncomfortable or fearful, please pick up your phone and call us. You may help avert a tragedy. Northborough is a beautiful community in which to live, work and enjoy life and we will strive to help our residents maintain and enjoy the highest quality of life possible.



Northborough Police receiving third State Accreditation Award – May 6, 2010.
From left to right – John Coderre, Chief Leahy, Karen Mueller, Lt. Lyver & Sgt. Bruce



January 2012

Meeting Schedule

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2 Schools/Town offices closed; Dog License Renewals	3	4	5	6	7
8	9	10	11	12	13	14
15 Burning permits available at Fire Dept.	16 Martin Luther King Day; Schools/Town offices closed	17 Nomination papers available - T. Clerk; Schools closed	18	19	20	21
22	23	24	25	26	27	28 Winter Ball
29	30	31				



Fire Department/ Emergency Medical Services

David M. Durgin, *Fire Chief*

Department Staffing

When benchmarked against other similar-sized communities, Northborough's career firefighter staffing is 43 percent below average or provides 39 percent less career and call firefighters per one thousand population.

- 1 Fire Chief
- 4 Career Captains
- 9 Career Firefighter/Paramedics
- 3 Career Firefighter/EMTs
- 2 Call Firefighter/Paramedics
- 5 Call Firefighter/EMTs
- 1 Call Firefighter
- 2 Call Firefighter Trainees
- 3 Support Personnel
- 1 Full-time Administrative Person
- 2 Part-time Administrative Personnel

Emergency Incident Response

During the year, the Northborough Fire Department responded to 2,027 emergency incidents, performed 843 inspectional services, and authorized open burning 1,164 times. Comparative analysis of twelve other similar-sized communities reveals the fire department operates at a 23% below average cost per capita and 7% below average cost per incident.

Fire loss during the year totaled \$201,540 with \$168,500 from structure losses, \$23,500 from vehicle losses, and \$9,540 from other unclassified losses. I am pleased to report that there were no fire-related civilian or firefighter fatalities, only one civilian injury, and one firefighter injury during 2010.

Ambulance/Advanced Life Support

The fire department operates two Class One state-licensed ambulances at the paramedic advanced life support level. These units responded to 1,127 requests for emergency

medical services in 2010.

Marlborough Hospital serves as the department's affiliate hospital which provides medical direction for advanced EMTs, intermediates, and paramedics. Medical oversight and medical credentialing is provided at the hospital and at the local level by Doctor Joseph Tennyson, a Northborough resident.

Equipment Acquisition – Federal and State Firefighter Safety Grants

A second Assistance to Firefighters Grant application for firefighting equipment was awarded in the amount of \$25,716 with a federal share of \$24,431 and a required departmental match of 5 percent or \$1,285. The grant will purchase PAK Trackers, a radio beacon-like device to be incorporated into the department's self-contained breathing apparatus. The PAK Tracker device will emit a manual or automatic beacon signal in the event of a distressed or downed firefighter. In addition, the grant will also include four hand held beacon locators and radio equipment to receive emergency radio identification signals from firefighters' portable radios.

A Student Awareness of Fire Education (S.A.F.E.) Grant in the amount of \$4,100 was also awarded to continue fire prevention outreach to youth, schools, and senior citizen populations who are most at risk from the dangers of fire.

Fire Prevention and Public Education

The department continues to be proactive in fire safety, first aid, CPR, and fire extinguisher training throughout the community. Fire education, safety training programs, and the S.A.F.E. program and grant are under the direction of Captain/EMT-I Robert P. Theve. To take advantage of any of our safety or educational opportunities, please call (508) 393-1537.

Household Hazardous Waste Collection

Household Hazardous Waste Collection Day was held in November in cooperation with United Industrial Services/Zecco, Incorporated, and the town's engineering department. Over one hundred and fifty households took advantage to properly dispose of their household hazardous waste during this program.



2010 114' Aerial Tower

Photo: Captain Jay Houston

Regional Firefighting Collaborations

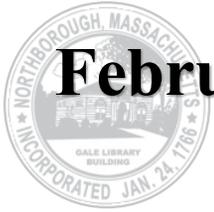
The department continues to be involved at the regional level through Massachusetts Fire District Fourteen for the coordination of mutual aid resources, hazardous materials mitigation response, dive rescue, confined space and trench rescue, weapons of mass destruction, decontamination, and ten alarm/disaster dispatching. The department personnel and equipment also participate in the State Fire Mobilization Plan providing command function, structural, wildland, emergency medical services, and disaster mutual aid throughout the Commonwealth as part of either a strike team or a task force. In addition, the department provides rapid intervention team support services to Berlin, Boylston, Shrewsbury, and Westborough, and as in the past, the department continues to participate in state and county group purchasing bids.

Explorer Post 25

Explorer Post 25, an affiliate of the Boy Scouts of America, Knox Trail Council, continues to provide valuable fire and community support services to the fire department. Explorer members provide fireground rehabilitation for firefighters, assistance with Household Hazardous Waste Day, and snow shoveling of fire hydrants. The Post is under the direction of Firefighter/EMT-P Douglas Pulsifer.

Recruitment

Anyone interested in joining the department or in learning more about career and on-call opportunities is encouraged to contact the department at (508) 393-1537.



February 2012

Meeting Schedule

Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Library
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Board of Health	2nd Tuesday	6:00 PM	Selectmen's Meeting Room
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 Valentine's Day	15	16	17	18
19	20 Presidents' Day; Schools/Town offices closed	21 School Vacation Week	22 Ash Wednesday	23	24	25
26	27	28	29 Deadline for Dog License Renewals			



Health Department

Jamie Terry, Health Agent

In early 2010, the Health Department dedicated a great deal of effort to completing H1N1 flu efforts. We successfully vaccinated a large portion of the population during our nineteen (19) clinics. During the fall, an additional three (3) seasonal flu clinics were held.

Routine inspections continued throughout the year with education and guidance given where needed. Inspections are routinely performed at food establishments, tanning salons, non-private swimming pools, camps and stables. Compliance checks are also done at establishments that sell tobacco.

After much review during 2010, the local septic regulations will be amended in early 2011.

Permit and License fees collected for 2010: \$75,633.00

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2010:



Food Service Permits	89
Horse Stable Permits	9
Temporary Food Permits	28
Camp Permits	5
Disposal Works Installer Permits	32
Tobacco Permits	19
Disposal Works Construction Permits	66
Body Art Practitioners	2
Septage Haulers	13
Body Art Establishment	1
Semi Public Swimming Pool Permits	4
Tanning Salon Permits	2
Motel Licenses	2

The Health Department, through its contract with the VNA of Southborough, also investigated the following 46 communicable diseases in 2010.

Confirmed, Probable, and Suspect Communicable Disease Cases in 2010

Campylobacter Enteritis	2
Salmonella	4
Giardiasis	1
Streptococcus Pneumoniae	1
GI Illness Cluster	4
TB (Active)	2
Group B Streptococcus	1
TB (Latent)	5
Hepatitis C (Chronic)	5
Varicella	2
Influenza	2
Viral Meningitis	1
Lyme Disease	16



Dog Licensing

Claudia McGuire, Dog Officer

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.

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 valid rabies certificate (with expiration date) 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 by mail: Please send your check and any necessary rabies/spay or neuter certificates and provide the following information:

Owner Name: _____ Phone: _____
 Address: _____
 Dog Breed: _____ Dog’s age: _____
 Dog’s Name: _____

Please check: Neutered/Spayed \$15 Male/Female \$20

Mail to: Town Clerk 63 Main St. Northborough, MA 01532

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

Once your dog is licensed, please make every effort to renew your dog license every year by the end of February. A \$25 late fee per dog is effective on March 1st every year. 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: 508-842-8208.

Massachusetts General Laws Chapter 140 Section 137 requires that all dogs be licensed. The Town of Northborough currently has over 1,800 licensed dogs.



Public Works Department

Kara Buzanoski, DPW Director

The Department of Public Works consists of five divisions: Highway, Cemetery, Parks, Water and Sewer. The department is responsible for the maintenance and continuous improvement of Northborough's infrastructure and public facilities.

Highway Division

Paving

The following paving projects were completed in 2010

- Davis Street (Westborough town-line to Thayer Street)
- Otis Street (Lawrence Street to Tomblin Hill)
- Whitney Street (Address 435 to Whitney Avenue)
- Thayer Street (Davis Street to Tomblin Hill)
- Overlock Drive (entire street)
- Donald Street (entire street)
- Meadowbrook Road (entire street)
- Cherry Street (entire street)
- Mayflower Road (entire street)
- Davis Avenue (Davis Street to Saddle Hill Drive)
- Silas Drive (entire street)

Approximately 20 additional paving repair-related projects were completed in 2010

Catch Basin Rebuilding

Catch basin rebuilding projects were completed in 2010 including but not limited to Moore Lane, Indian Meadow, Whitney Street, Church Street, Iroquois Drive, Lexington Road, and Proctor School.

Drainage and Pipe Repair

- Rice Ave (removed and replaced broken drainage pipe and catch basin)
- Hudson Street (removed and replaced broken drainage pipe and catch basin)
- Collins Road (installed two catch basins and a drainage pipe)

- Pinehaven Drive (installed dry-well)
- South Street (jetted and repaired broken drain pipe)

Miscellaneous On-going Projects and Repairs

- Applefest assistance
- Eagle Scout project assistance
- Recreation Department assistance
- Senior Center project
- Miscellaneous town buildings

Snow & Ice Removal

Fourteen DPW employees, with the assistance of seven hired subcontractors cleared public lots, streets and sidewalks approximately sixteen times in the winter of 2009-2010. Highway employees treated the streets with sand and salt six additional times.

Tree Removal

The Highway Division continued regular maintenance of Town trees to ensure no trees interfered with public safety. Approximately fourteen trees (of over 100 trees) were removed at multiple locations including but not limited to Rice Ave (3), Whitney St. (4), Newton St. (3), Ball St., Howard St., Park St., and Pleasant St.

Vehicle Maintenance

The Highway's mechanic with the assistance of several employees carries out continuous restoration and maintenance of the forty Highway vehicles. All work is completed in-house.

Parks Division

Continuous maintenance of Northborough's parks was completed throughout the year. Specific work was completed at each individual park as follows:

Ellsworth-McAfee

- Guardrail Installation (along one entrance and into the parking lot)
- Painting the Parking lot

Assabet Park

- Playground Maintenance (repair and replacement of playground equipment)
- Picnic Table Maintenance (repair and painting of tables)

Miscellaneous Parks

- Reconfigured town hall playground and parking area (reconstructed playground and added handicapped access)



2011 International Dump Truck

- Parks playground safety (multiple playgrounds were mulched with safety mulch)

Cemetery Division

The Cemetery Division carried out all regular maintenance work such as mowing, weeding, trimming and pruning, re-setting grave markers, preparing and carrying out burials, etc.

Burials – 32 Cremations – 19

Water & Sewer Division

The Lyman Street well is now running and contributing 18% of our average daily water usage.

The 4 man crew continued to maintain 70 miles of water main, 25 miles of sewer main, 2 water pump stations including water treatment chemical addition and 6 sewer pump stations including cleaning wet wells and servicing all pumps.

Much time was spent doing leak detection. Ten leaks were found, excavated and repaired. This saved approximately 75 gallons per minute or almost 40 million gallons of water in a year. This is the amount of water that about 1500 people could use in a year.

In the past year 266.2 million gallons of water was pumped from the MWRA. This is 20 million gallons less than last year. Average daily water use was 0.89 million gallons per day (mgd). Last year it was 0.76 mgd. The Hudson Street sewer pump station pumped 176.5 million gallons of sewerage to the Marlborough Westerly Treatment Plant for treatment.



Council on Aging/ Senior Center

Kelly Burke, Senior Center Director

Hours of Operation:

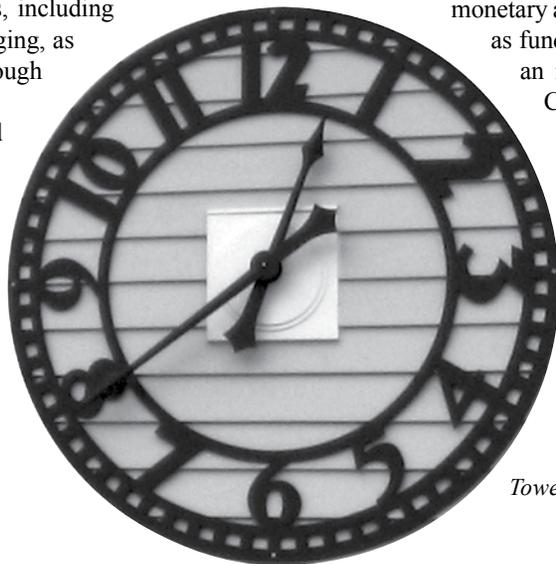
Monday, Wednesday and Thursday 8:30 a.m. to 4 p.m.
Tuesday 9:00 a.m. to 9:00 p.m.
Friday 8:30 a.m. to 2:00 p.m.

The Council on Aging serves as the advisory body for the Northborough Senior Center, located at 119 Bearfoot Road. We celebrated our Grand Opening in March 2010 and are thrilled to be in our new building. The Senior Center provides social, recreational, and educational programs for those over 60 year of age. In addition, it is a source of information, support and referral through the Outreach Program.

Funding for the Center is derived from Municipal funds, grants from the Massachusetts Executive Office of Elder Affairs, BayPath Elder Services, Inc. and other grants, gifts and donations.

In addition to our staff, the Senior Center enjoys the services of more than 100 volunteers, including those who serve on the Council on Aging, as well as The Friends of the Northborough Senior Center.

The former Senior Center located at 1 Centre Drive had 2478 sq. ft. of space. Now, with our 14,000 sq. ft. of space we are able to offer a varied and expanded program schedule.



Tower clock at Senior Center.

Our exercise classes include Aerobics/Strength Training, Zumba Gold, Tai Chi, Yoga, Ballroom, Line and Belly Dancing. On any given day, seniors are engaged in Acrylics, Watercolor Art Classes, learning Conversational Spanish or taking one of our Computer Classes. Seniors enjoy friendly competition playing Bridge, Pitch, Cribbage and Pickleball. Our new Pool tables have allowed us to form a team that travels to area Senior Centers and participate in tournaments. In August we opened the Bistro at 119 that offers light lunch fare (sandwiches, salads, soups, fruit, cookies and beverages). The Bistro is open to the public and no reservations are needed. Our menu changes daily and can be found on the Senior Center page of the Town Website. We invite you to dine with us Monday- Thursday between 12:00 and 1:00 PM.

In October, we partnered with Senior Center Communications and are now producing a 16 page color newsletter that is sent each month to all Northborough households with a member 60 years or older. The printing and mailing costs are paid for by the Friends of the Northborough Senior Center, Inc. The Friends' support and generosity in both monetary and volunteer donations as well as fundraising efforts continues to be an invaluable asset to the Senior Center.

Our Outreach Department is available to anyone dealing with aging-related concerns. For many people getting older raises some unex-



Photo: Felice Katz, www.graphicsto-go.com

New Senior Center opened in March 2010.

pected or unfamiliar issues. Whether it be a senior citizen or a family member, our Outreach Coordinators can assist with identifying needs, resources, benefit eligibility, service coordination and advocacy. Areas of assistance include, but are not limited to, housing, home health, transportation, food resources, medical equipment, socialization and counseling.

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

Don't Forget The Bistro at 119!
(119 Bearfoot Road)

**Monday thru
Thursday
12 Noon – 1 PM**



A light lunch offered to the public at reasonable prices
No reservation required



March 2012

Meeting Schedule

Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Library
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Board of Health	2nd Tuesday	6:00 PM	Selectmen's Meeting Room
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Regional School Committee	3rd Wednesday	7:00 PM	Algonquin High School Library
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11 Daylight Savings Time begins	12	13	14	15	16 Schools closed	17 St. Patrick's Day
18	19	20 Spring begins	21	22	23	24
25	26	27	28	29	30	31



Northborough Free Library

Jean Langley, Library Director

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

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

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

Website: www.northboroughlibrary.org

On-line catalog: <http://cmars.cwmars.org/search~S40>

General e-mail: Library@town.northborough.ma.us

Phone: (508) 393-5025

Fax: (508) 393-5027

Since we opened our new library in March of 2009, we have averaged 400 visitors a day. In 2010, here are some of the things our visitors did:

- Checked out 215,298 items, books still being the most popular. But they also checked out audiobooks (available on CD, MP3, and Playaway); DVDs, Computer Games, and discounted museum passes.
- Used our meeting spaces 462 times.
- Attended or brought children to over 200 programs.
- Used one of our 20 Internet access computers or our wireless Internet access with their own computers or hand-held devices.

Highlights of 2010

- Construction/installation of mosaics in our children’s room, honoring Marilyn Dorey, founder of Doe-Rey-Me Preschool. 200 volunteers helped assemble the mosaics.
- Added a whiteboard to our Conference Room, a lectern and picture rail (for art exhibits) to our Meeting Room, public bulletin boards in hallways; and replaced office furniture.
- Hired Deborah Hersh as a full-time reference librarian, the first full-time professional position since a vacancy in December 2008. We also added Shirley Waite as a part-time reference librarian, starting to restore lost staff hours from the year before.

- Completed a Long Range Plan for submission to the state. 83% of respondents say they visit the library at least monthly. There were favorable comments about library staff, the interlibrary loan system, children’s programs, and Internet access. There were requests for more hours, more DVDs and more e-content.
- Two Eagle Scout projects were done for the library: Ben Briggs provided two benches behind the library (and a retaining wall for our star magnolia in the front yard); Ryan Lang designed and constructed a storage shed behind the library for our outdoor equipment.
- Due to state budget cuts, the Central Massachusetts Regional Library System (CMRLS) was absorbed into the Massachusetts Library System, along with five other regional systems. CMRLS existed since the 1960s and offered significant support to local library staffs. (Note this is not the same as C/WMARS, our computer network.)
- Eliminated first overdue paper notices because of staffing and other expenses at both C/W MARS and our library. More people get their notices by e-mail now.
- Fielded a burgeoning number of questions about e-books and e-book readers. Purchased e-book titles for the on-line catalog for the first time; purchased Kindles with a select number of titles for patron loan. (Unfortunately, Amazon does not allow downloads of free library e-books to the Kindles.)
- Received Northborough Ed Foundation grant for Northborough/Southborough Children’s Book award

	2009	2010
Circulation (Jan.-Dec.)	187,305	215,298
Number of volumes	64,638	66,510
Non-print items	6,333	6,974
Registered borrowers	9,880	9,787
Children in summer reading	658	614
Hours Internet use (upstairs)	12,049	16,487
Reference questions answered	5,149	4,076
Children’s room questions	4,905	4,343
Hourly “headcount” upstairs	35,205	38,683
Hourly “headcount” children’s	23,525	26,457
Interlibrary loan (fiscal year)	12,872	18,862



Library’s main check-out desk

When the library is closed, you can still:

- Browse the catalog.
- Place titles on hold for later pick-up.
- Check your due dates.
- Renew items.
- Pay any fees or fines.
- Make a donation to the library!
- Reserve museum passes.
- Keep a list of what you’ve read.
- Read on-line newspapers and magazines (through our state subscription).
- Use on-line reference sources (databases) otherwise not available on Internet.
- Download an audiobook or e-book.
- Check for upcoming events and programs.
- Sign up for our newsletter.
- Just go to www.northboroughlibrary.org, and be sure to have your library card number!



April 2012

Meeting Schedule

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1 April Fools' Day	2	3	4	5	6 Good Friday; Schools closed; Passover begins	7 Passover	
8 Easter Sunday	9	10	11	12	13	14	
15	16 Patriots' Day; Schools/Town offices closed	17 School Vacation Week				20	21
22 Earth Day	23 Annual Town Meeting Begins Monday				27 Arbor Day	28	
29	30						



Recreation Department

Allison Lane, *Director*

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

The Recreation Department is self sufficient. We no longer use any money from the general fund and taxpayers. Currently we have locations at the Town Hall, 38 Southwest Cutoff and at all K-8 schools in which we run over 300 programs/year.

Each year we strive to provide programming for people of all ages. We have created many new programs over the years for kids, adults and families to enjoy. We have gone from 3781 people participating in our programs in FY08 to 5869 people participating in our programs in FY10.

We now accept VISA, Mastercard and Discover for all recreation registrations. All registrations can be done on-line, over the phone or in our office. If you wish to rent a field or the gym, please contact the office at 393-5034.

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

WELCOME TO NORTHBOROUGH RECREATION

Winter Programs

Free Holiday Concert	Pony Power	Dodgeball	Karate	Swim Lessons
December Vacation Days	Gym & Swim	Pillow Polo	Jr Jazzercise	Belly Dancing
Snow Shoeing Clinic	Pre-K Crazy Kickers	Indoor Soccer	Tennis	Jazzercise
X-Country Ski Clinic	Lunch Break	Super Sports	Theater	Gentle Yoga
Crawl, Wobble & Walk	Pre-K Cook & Create	Basketball	Kids Yoga	Hatha Yoga
Family Music	Eat & Run	Learn to Lift	Horse Power	Pilates
Tumble & Splash	Story Art Workshop	Kid's Boot Camp	Taekwondo	Body Sculpting
Parent/Tot Swim	Rocket Academy	Learn-to-Skate	Archery	Kickboxing
Princess Tea Party	Robotics	Kids' Night Out	Game Design	Boot Camp
Tumbling Around	Game Design	Vacation Horse Academy	Dodge Ball	Weight Watchers
Tiny Blades	Art Blast	Outdoor Adventure	Babysitting	

Spring Programs

Easter Egg Hunt	Pony Power	Pillow Polo	Hip Hop Dance	Tennis
Big Truck Day	Gym & Swim	Indoor Soccer	Homework Club	Theater
Red Sox Trip	Pre-K Crazy Kickers	Super Sports	Horse Academy	Super Sports: Special Needs
Swim Lessons	Pre-K Multi Sports	Basketball	Horse Power	Belly Dancing
Alphabet Daze	Lunch Break	Learn to Lift	Karate	Body Sculpting
Animal Antics	Pre-K Cook & Create	Kid's Boot Camp	Family Kayaking	Boot Camp
Color the Rainbow	Eat & Run	Learn-to-Skate	Kids Can Cook	Golf Lessons at Juniper Hill
Crawl, Wobble & Walk	Story Art Workshop	Babysitting	Kids' Night Out	Kayaking
Family Music	You Can Dance	Beach Volleyball	Learn to Lift	Kickboxing
Tumble & Splash	Rocket Academy	Boot Camp	Learn to Skate	Pilates
Parent/Tot Swim	Robotics	Bowling	Making Toys & Gadgets	
Princess Tea Party	Game Design	Flag Football	Robotics	
Tumbling Around	Art Blast	Game Design	Street Hockey	
Tiny Blades	Dodgeball	Junior Golf	Taekwondo	

Summer Programs

Boston Duck Tours	Family Music	T-Ball	Kayaking	Belly Dancing
Club Assabet	Family Kayaking	Baseball/Softball	Boys' Lacrosse	Body Sculpting
Kid's Discovery	Pony Power	Beach Volleyball	Girls' Lacrosse	Boot Camp
Kid's Discovery Swimming	Pre-K Multi Sports	Field Hockey Clinic	Mad Science	Kayaking
Teen Scene	Puddlestompers	Flag Football	World Cup Clinics	Kickboxing
CIT Program	Soccer Tots	Golf Clinic	Super Sports	Pilates
Swim Lessons	Story Art Workshop	Horse Power	Taekwondo	Hatha & Gentle Yoga

Fall Programs

Patriots vs. Bills Trip	Come Play!	Tiny Blades	Karate	Air It Out
NYC Trip	Dance	Tumbling Around	Kids Can Cook	Babysitting
Fall Kayaking Trip	Dippers & Flippers	Tumble & Splash	Kids' Night Out	Multi-Sports for grades
Pumpkin Painting	Eat & Run	Art Blast	Learn to Lift	Adult Golf
Build-A-Scarecrow Day	Family Music	Bootcamp for kids	Learn to Skate	Begin to Spin
Halloween Cooking Party	Gym & Swim	Carpentry for Kids	Boys' Lacrosse	Belly Dancing
Holiday Crafting	Lunch Break	Forensic Detectives	Archery	Boot Camp
Swim Lessons	Family Kayaking	Girls Science Club	Soccer	Gentle & Hatha Yoga
Parent-Tot Swim	Pre-K Multi Sports	Tennis	Super Sports	Jazzercise
Alphabet Daze	Pony Power	Horse Power	Super Sports: Special Needs	Kayaking
Animal Antics	Story Art	Junior Golf	Theater	Kickboxing
Color the Rainbow	T-Ball Skills	Jr. Jazzercise	Tumbling & Gymnastics	Pilates



May 2012

Meeting Schedule

Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Library
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
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Zoning Board of Appeals	4th Tuesday	7:00 PM	Conference Room B

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Burning permits expire	2	3	4	5
6	7	8	9	10	11	12
13 Mother's Day	14 Annual Town Election	15	16	17	18	19
20	21	22	23	24	25	26
27	28 Memorial Day; Schools/Town offices closed	29	30	31		



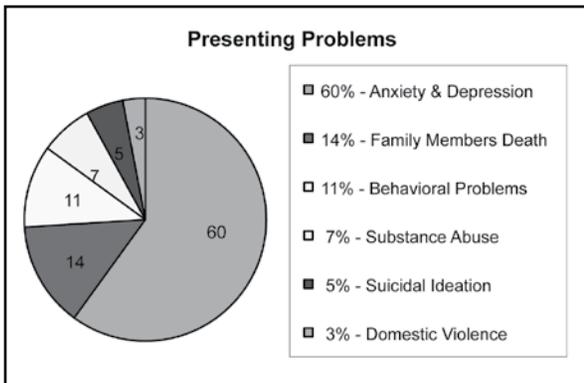
Family & Youth Services Department

June David-Fors, LICSW, Director

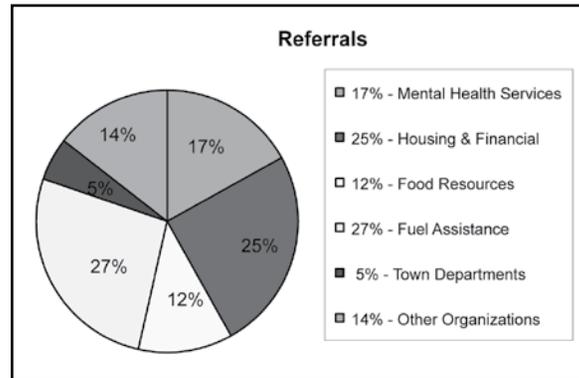
Family & Youth Services is responsible for identifying and responding to the human service needs in town to enhance the quality of life for Northborough residents. The programs are shaped by community need and developed through our collaboration with the Youth Commission, schools, police and fire departments and several other town departments and organizations. Programs and services are provided in both community and school-based settings. Our clinical staff has several years of experience in the helping profession and is all licensed clinicians through the State of Massachusetts.

In 2010, 792 residents received the services noted below:

- Individual, Couple & Family Therapy
- Play Therapy for Younger Children
- School-Based Social Skills Groups for Adolescents
- Emergency Services for Basic Health Needs
- Intensive Case Management Services
- Linkage to Local, State & Federal Resources
- Application Site for SMOC Fuel Assistance
- Application Assistance for SNAP Food Stamps
- Resource & Referral Information



Family & Youth Services is the town’s centralized information resource for human service needs. In 2010, 337 residents received a total of 850 referrals to the following service types:



Northborough Youth Commission

The Family & Youth Services Department works closely with the Youth Commission, a seven-member Town Board appointed by the Board of Selectmen to evaluate community needs and advocate for resources to support families. The Youth Commission also has three student liaisons from Algonquin Regional High School.

Northborough Extended Day Program

We continue to work closely with Northborough Extended Day Program, Inc. which provides high quality after school child care in all four of the Elementary Schools, Grades K-5, as well as before school care at the Lincoln Street School and Peaslee School.

2010 Accomplishments

- A \$25,000 grant was received from MetroWest Community Health Center Foundation. This Basic Health Needs grant allowed us to hire a clinician for 12 additional hours per week to eliminate the unprecedented waitlist for counseling services for 15 Families.
- The Director collaborated with the Town Planner, Town Health Agent and Director of Recreation and received a \$54,465 Childhood Obesity Implementation Grant from Metro West Community Health Center Foundation.
- In 2010 we recruited two well-qualified Graduate Interns from Boston College Graduate School of Social Work and UMASS Boston Graduate School in Mental Health. Our Interns provided a variety of community health services including school-based social skill groups at the High School as well as outreach to the Northborough Food Pantry. The total number of free services the town received from the Interns was an additional 276 counseling sessions.
- The Director continued to serve on Northborough Rotary’s Emergency Fuel Assistance Program. The Rotary Club was instrumental in keeping well over 60 families warm the past two heating seasons.





Public Access Cable Television

Kathleen Dalglish, Director

The Public Access Cable Television Department runs the three community television stations for the Town of Northborough. The Public Access Channel (Charter 11/Verizon 31) plays a variety of locally produced informational, educational and entertaining community shows as well as other community interest shows that we import from public access stations around the nation. The Government Channel (Charter 12/Verizon 30) cablecasts live Selectmen's Meetings and plays municipal and government television shows. The Education Channel (Charter 13/Verizon 29) shows all School Committee Meetings, student productions, and all informational shows relevant to Northborough Schools K-12.

All community television show schedules and bulletin board announcements can be found on the Town of Northborough website under the Cable Television Department. We are now also offering through Video on Demand many local shows that can be replayed on the Internet through the town's website for your convenience.

As always, complete training and use of the professional television production studio, portable equipment and digital editing computers is available at no charge to all Northborough residents for Public Access Television shows. The community bulletin board is available for all non-profit organizations to advertise events and meetings.

The Cable Television Advisory Committee oversees the franchise agreements with Charter and Verizon and responds to unresolved customer complaints regarding their cable television service.

We are aware that there are many people in Northborough who still don't have Verizon in their neighborhood. Legally, they have until July of 2012 to complete the buildout in town. We have no idea what areas will be done first and there is no way that we can expedite any areas. We are in regular contact with Verizon for updates on their progress and they assure us that they will be complete by the contract deadline.



Historical Commission

Normand D. Corbin, Chair

The Northborough Historical Commission is a seven member commission appointed by the Selectmen. Its mission is to identify, evaluate and preserve the historical heritage of the town of Northborough.

One of the key responsibilities of the commission is to broaden community awareness of Northborough's historical heritage. Educating ourselves and the community in regards to "The National Register of Historic Places" and "Historic Preservation Restrictions" has been a primary focus for 2010.

Activities supporting education include:

- Purchasing literature and placing it into the Town Library for general use,
- In co-operation with the Historical Society, we invited a speaker to review the advantages and procedures for listing properties in "The National Register of Historic Places". The presentation was held as part of the Historic Society's annual speakers program and was very well attended.
- Staying in close contact with a homeowner in town who is pursuing a "Historic Preservation Restriction" on their property.

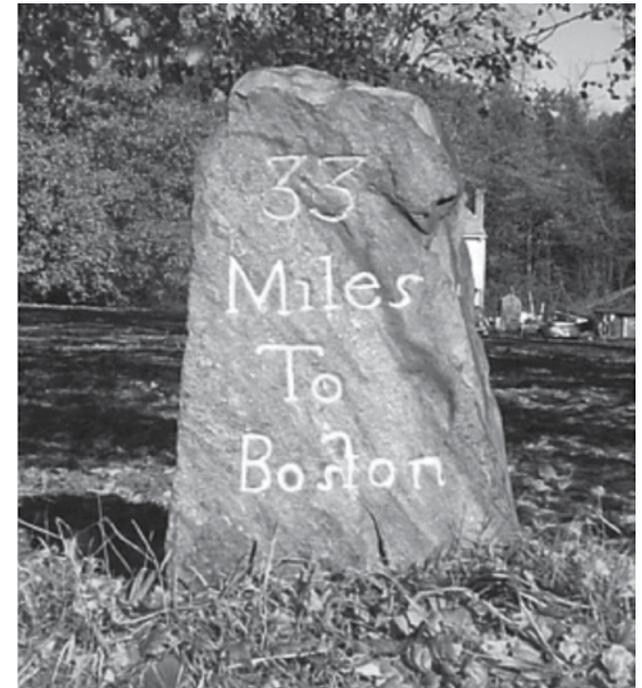
Other significant activities in 2010 include:

- Working with the Town Engineer and the Massachusetts Department of Transportation to arrive at an acceptable mitigation regarding Route 20 traffic changes in the historic town center.
- Preparing letters of support for Community Preservation Act (CPA) funding of historical related projects

By years end, we have had several inquiries from homeowners regarding their interest in "The National Register of Historic Places" for their properties. The Historic Commission is collecting information to start the application process for two properties.

Our key efforts in 2011 will be to continue pursuing opportunities for listing in the "National Register of Historic Places", finalize the mitigation for the downtown traffic improvements and look into funding opportunities for expanding community awareness of Northborough's Heritage.

Please visit our website at www.town.northborough.ma.us.



Listed in the National Register of Historic Places is the Boston Post Road 33 Mile Marker on East Main Street, one of 230 markers erected between Boston and New York City along the Boston Post Road in 1763. Marker locations were fixed by Benjamin Franklin, Deputy Postmaster General.



Veterans' Services

Richard E. Perron, Veterans' Agent

Who are Veterans?

A Veteran is any person who served in active Military or Naval services during a designated Wartime Period, and served at least 90 days, and who served other than Dishonorable.

Veterans' Services – Mission

The Department of Veterans' Services is a state mandated service, providing services to veterans, veteran spouses and their dependents. Its authority is derived from MGL, Chapter 115. Veterans without sufficient means may contact Veterans' Agent Richard Perron for assistance with burial allowance, on matters of a pension, financial needs, filing claims with the Veterans' Administration or Social Security, educational benefits, home loans, hospitalization and medical care, as well as any service required at the time of death of a veteran.

Ordinary Benefits

Veterans' benefits include items pertaining to household, such as rent and fuel, leisure time allowance, personal needs, moving expenses, medical expenses, catastrophic events (fire, windstorm, floods), medical insurance, infant benefits (one time), children allowance and transportation assistance. Consolidated nursing homes, pharmacies, doctors, hospitals, fuel and dentists are now covered as well.

The office is open to any veteran or service personnel who wishes to talk about any matter pertaining to his or her well-being. Visitations are made to those veterans or veterans' spouses unable to visit the office.

The office is located in the Town Hall and is open Tuesday 08:30AM to 03:45PM and Fridays at home by appointment on an as-needed basis. The office telephone number is 508-393-5024. In addition, Mr. Perron may be contacted on his home telephone at 508-393-8378 or his cell at 508-847-9590.



Housing Authority

Lynne Moreno, Executive Director

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, planning programs and setting operational goals.

The NHA currently owns and operates 104 elderly and 26 family housing units in Northborough. Present net income limits for determining admission to state-aided public housing range from \$44,750 for one person to \$84,350 for eight people. The NHA also owns 8 special needs low income housing units at 152 East Main Street which are regulated by The Department of Mental Health and managed by the Advocates, Inc.

Executive Director Lynne Moreno oversees the daily operations, including office administration, property maintenance, and the oversight of development projects. She can be reached at (508) 393-2408 to answer questions about applying for housing. The office is located at 26 Village Drive and is open from 9:00 a.m. to 4:00 p.m.

The NHA is currently working on a plan to develop additional units of elderly housing at its existing development on Centre Drive. This building which was previously occupied as the senior center is now empty and provides itself with an opportunity to build more affordable units in order to keep up with the vast increasing demand in the Town of Northborough.



Northborough Food Pantry

Susan Seppa, Director

The Northborough Food Pantry is available to residents of Northborough or those persons affiliated with one of the churches located in Northborough. The mission of the Pantry is to be a source for supplemental food to those who are on a limited income or with an acute need. The Food Pantry, located in Town Hall, is open to service patrons on Wednesday mornings from 9:00 to 10:30 a.m. and Thursday evenings from 6:30 to 8:00 p.m. Patrons may utilize the Food Pantry one time per week and must bring identification each visit. There is no charge for food. There were 136 households representing 388 individuals who received food at least once during 2010. Approximately 65 families are using the Pantry on a weekly basis.

The Pantry does not receive support from the Town and relies on the donations of both food and funds to keep the shelves stocked from private citizens and organizations. The operations of the Food Pantry are conducted solely by volunteers. For further information call 508-393-6897 or visit our website at www.NFPantry.org.





Community Affairs

Virginia Simms George, Chair

We would like to begin this year's Community Affairs Committee report with a tribute to our charter member, Mrs. Louise Roche Healy Houle. Louise passed away on December 28, 2010.



Louise Roche Healy Houle

We have such wonderful memories of Mrs. Houle's leadership and knowledge.

She willingly assisted the committee in executing the programs for the newly created committee back in 1986. In addition, Louise took a leadership role in the Town Cleanup event dedicating 25 years of service before relinquishing her role in 2010. Through her leadership the annual Northborough Town Cleanup has become widely supported event in Northborough. Her goal was to train while she watched as she felt it was important that we understood how to successfully implement Town Cleanup.

After 24 years of active membership, Mrs. Houle submitted her resignation in the fall of 2010. The Community Affairs Committee will forever recognize and cherish Mrs. Houle's Leadership; she will be sorely missed. We are grateful for all that she did for our community.

2010 began with our Annual Winter Ball at White Cliffs. The band, Radiance, had everyone on the floor the entire night. Our annual Town Clean Up with the Woman's Club brought over two hundred town residents out to participate in the largest town clean up event to date followed by our annual appreciation cookout. The Summer Concert Series

featured four concerts with the following bands: Point'n' Swing, Jumpin' Juba, Beantown and The Infractions. Community attendance to the concert series was wonderful. Again in the summer of 2010, the Community Affairs Committee prepared cookies for the Senior Center picnic.

As a part of our community collaboration effort, the Community Affairs Committee participated in the Applefest street fair by having a booth to sell candy and water. We continued to support the Recreation department by participating in their childrens' Halloween event in October.

Last, but, not least, in December the committee worked with the local businesses who hosted the Holiday Trolley with our annual tree lighting celebration, which included cookies and hot cider for those in attendance. In addition to having the family of Neil Ellsworth in attendance, we were honored to have an honor guard from the American Legion, Picard Post. The Chaplin opened the ceremony with a prayer followed by the pledge alliance to the US flag and holiday carols led by the Algonquin Girls' Chorus.



Cultural Council

Kim Henderson-Lee, Chair

The Northborough Cultural Council, primarily funded by the Massachusetts Cultural Council, awarded 13 grants in 2010 totaling over \$5,000 in support of cultural enrichment in Northborough and its immediate surrounding towns.

Some of our 2010 grant recipients included: The Library's "Too Human" Concert and "Yo Yo People" demonstration, Assabet Valley Mastersingers, Northborough Area Community Chorus, Hudson Valley Arts Alliance, Symphony Pro Musica, among others.

Grant Applications are due in October of each year. Please visit our website at: www.mass-culture.org/Northborough for our funding objectives and application forms if you are interested in applying for a FY2012 grant.



Scholarship Committee

Bob D'Amico, Chair

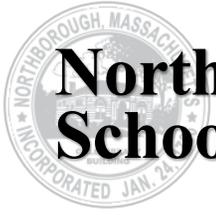
The mission of the Northborough Scholarship Committee is to recognize the achievements of college-bound Northborough students through the award of a limited number of scholarships.

Based on a comprehensive evaluation of all submitted applications against state-mandated criteria, including scholastic achievement, financial need, community service and character, the Northborough Scholarship Committee awarded a total of \$3700 to seven college-bound Northborough residents in 2010.

- Tiffany Entwistle
- Tiffany Daley
- Carro Halpin
- James McGregor
- Brian Brady
- Arielle Cohen
- Emily Rutan

The selection criteria are: scholastic achievement, financial need, community service and character.





Northborough School District

Administration

Charles E. Gobron, Ed.D	Superintendent of Schools
Ewa Pytowska	Assistant Superintendent of Schools
Barbara E. Goodman	Director of Student Support Services
Linda P. Andrews	Assistant Director of Student Support Services
Cheryl L. Levesque	Director of Business
Jean E. Tower	Director of Technology
Cheryl M. Lepore	Administrative Assistant to the Superintendent
Pauline D. Joncas	Central Office Secretary
Sandra J. Burgess	Administrative Assistant to the Director of Student Support Services
Bernadette M. Noel	Administrative Assistant to the Assistant Superintendent and Director of Technology
Jolene A. Chapski	Business Secretary
Nena H. Wall	Personnel Coordinator
Deborah A. Gabriau	Personnel Clerk
Lois S. McMahon	Receptionist/Secretary
Sheri-Lynne Matthews	Budget Officer
Robin A. Mason	Financial Coordinator - Northborough
Pamela E. Hite	Financial Coordinator - Southborough
Leeanne Wilkie	Financial Coordinator - Algonquin
Suzanne L. Houle	Financial Clerk



Northborough School Committee from left to right – Joan G. Frank, Stephen T. Witkowski, Shirley J. Lundberg, Nancy W. Berglund & Susan D. Sartori

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



June 2012

Meeting Schedule

Annual Town Election	2nd Monday in May	7AM - 8 PM	Four Precincts
Annual Town Meeting	4th Monday in April	7:30 PM	Algonquin High School Library
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
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Zoning Board of Appeals	4th Tuesday	7:00 PM	Conference Room B

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3 Algonquin Regional High School graduation	4	5	6	7	8	9
10	11	12	13	14 Flag Day	15	16
17 Father's Day	18	19	20 Summer begins	21	22 Last day of School – ½ day (snow days not included)	23
24	25	26	27	28	29	30



Northborough School District

K-8 School Report Superintendent's Message

Charles E. Gobron, Ed.D.
Superintendent of Schools

During 2010, we faced serious fiscal constraints as we prepared a budget that would meet the needs of our preK-8 students and, at the same time, take into account the financial difficulties and challenges of our present economy. I am happy to report that we experienced a strong sense of collaboration among Northborough's appointed and elected officials as well as the many parents, teachers, and community members who worked together to ensure that the educational needs of our students would be met. We did experience a small number of staff reductions in the budget, but these were mitigated in part by one time stimulus funds that we received from the federal government. The spirit of cooperation among Northborough's many stakeholders has certainly been appreciated.

2010 will also be remembered for the extensive media coverage that bullying prevention and intervention measures received. Anti-bullying legislation, passed last spring by the Massachusetts legislature, widened the definition of bullying to include cyberbullying and expanded the obligations of the school in terms of documenting and reporting acts of bullying. It is interesting to note that Northborough began serious consideration of anti-bullying initiatives ten years ago. A number of interested parents and teachers played a large part in supporting these efforts. The recent legislation set new requirements for professional development for staff and mandated curriculum initiatives in the area of bullying prevention and intervention. We have responded to this legislation by creating a Northborough K-8 bullying and prevention plan that was filed with the state Department of Elementary and Secondary Education (DESE) by the December 31st deadline. We held a public hearing on the plan

and, since it serves as a living document, the plan has been posted on our web site where further comments can be made at any time. Again, the continued support of parents and the entire community is essential in this effort. We are all in this together!

Our strong commitment to continuous learning was also evident in 2010. We have been fortunate that Northborough has had a long history of exemplary professional development practices. This past year we continued to stress the importance of 21st Century Skills, making sure our students are exposed to the kind of skills they will need for future success – collaboration, critical thinking, creativity, and communication. We have used a variety of funding sources to expand the integration of technology to support teaching, learning, and the organizational needs of our schools. We have been working on several stimulating and important business and higher education partnerships that will help our faculty and students be exposed to current strategies and research-based practices. All these efforts are connected to our primary mission as a district of maximizing student achievement, social responsibility, and lifelong learning in supportive and personalized learning environments.

As Superintendent of Schools, I encourage you to visit our website at www.nsboro.k12.ma.us/ and point to the K-8 School's 2010 Annual Report, which includes detailed reports from the following:

- Principals of Lincoln Street School, Peaslee School, Proctor School, Zeh School and Melican Middle School.
- Student Support Services.
- Curriculum, Instruction and Professional Development.
- Instructional Technology.

In addition to the above-mentioned reports, the 2010 Annual Report also includes:

- Administration Information.
- Grants Received in 2010.
- Enrollment Information.
- Complete Faculty List.
- School Financial Statement for FY 2010.

If you do not have access to our website on the internet, please contact the Office of the Superintendent at 508-486-5115. The office is located at 53 Parkerville Road, Southborough, MA 01772. Office hours are Monday through Friday 8:00 a.m. - 4:30 p.m.

Grants

The following is a brief summary of the federal and state grants the Northborough Public Schools received in 2010.

Title I Entitlement Grant	\$ 54,659
• Less \$1,187 - St. Bernadette's School	
Title II Part A - Improving Educator Quality	\$ 37,826
• Less \$8,064 - St. Bernadette's School	
Title IV - Safe and Drug Free Schools	\$ 1,937
• Less \$413 - St. Bernadette's School	
Quality Full-Day Kindergarten Grant	\$ 69,600
Early Childhood Special Education Allocation	\$ 32,787
Federal Special Education Entitlement	\$484,297
Special Education ARRA IDEA Stimulus Grant	\$284,263
Essential School Health Services - Consolidated Grants	\$ 86,100

Northborough Public Schools – Enrollment by Grades – October 1, 2010

School	Pre-K	K	1	2	3	4	5	6	7	8	Total
Lincoln		42	48	58	45	58	46				297
Peaslee		44	43	47	56	51	50				291
Proctor		67	45	56	42	53	45				308
Zeh	35	40	51	65	53	52	57				353
Melican								232	226	191	649
Total	35	193	187	226	196	214	198	232	226	191	1,898



School Faculty 2010-2011

LINCOLN STREET SCHOOL

Principal

BethAnn Ludwig

Kindergarten

Carolyn Moring
Jill Zito

Grade 1

Patricia J. Cumming
Jean M. Frazier
Allison Thomas

Grade 2

Linda A. McCann
Kimberly A. Whitley
Martha A. Wiley

Grade 3

Sean P. Carey
Karen E. Norsworthy
Catherine B. Simisky

Grade 4

Marci K. Bostock
Caitlin M. Foley
Susan M. Grady
Michele L. Vulcano

Grade 5

Lorie A. Caldicott
Peter K. Olson

PEASLEE SCHOOL

Principal

Scott R. Bazydlo

Kindergarten

Jessica A. Alderman
Kerri J. Lewis

Grade 1

Jennifer Hunt
Amy B. Melisi

Grade 2

Melissa A. Farrell
Jennifer W. Matteson
Marcia D. Mills

Grade 3

Ariella Greenspan
Margaret A. Marshall
Lisa Miranda

Grade 4

Colleen M. Griffin
Melinda M. Kement
Donna McAuliffe

Grade 5

Andrea L. Daunais
Clare Kelsey
Carol A. Moore

PROCTOR SCHOOL

Principal

Margaret E. Donohoe

Kindergarten

Kathleen J. Behrens
Stacy Cahill
Pamela L. Jones

Grade 1

Michelle M. Hennigan
Marissa Marzilli
Laurie M. McCabe
Lauren Plumley

Grade 2

Susan Brunelle
Kelly A. Furey
Amy Mara

Grade 3

Joan M. Buzzell
Barbara J. Sargent-Dowd

Grade 4

Stephanie Mulvena
Elizabeth M. O'Neill
Kelly Strout

Grade 5

Jill M. Iannacone
Kristen D. MacDonald

ZEH SCHOOL

Principal

Susan A. Whitten

Kindergarten

Vickie L. Berry
Lorraine D. Rubin

Grade 1

Stephanie D. Hinman
Tracey M. Loconto
Jennifer M. Ward

Grade 2

Karin E. Christian
Michelle L. Dallaire
JoAnne B. Gorham

Grade 3

Jessica Bassler
Alexandra Otte
Jessica L. Sciortino

Grade 4

Elizabeth B. Villaflor
Farhana S. Zia

Grade 5

Mary L. Crowley
Jennifer L. Phipps
Chris Louis Sardella

MELICAN MIDDLE SCHOOL

Principal

M. Patricia Montimurro

Assistant Principal

Michelle Karb

Grade 6

Michael Groccia, *Team Leader*
Jennifer A. Robeau, *Team Leader*
Kimberly D. Coffin
Jessica Culhane
Crystal Hare
Karin Johnson
Rebecca M. Jones
Walter E. Lincoln
Christine C. Mesite
Daniel E. Olsen
Leslie Thorup

Grade 7

Gretchen M. Bean, *Team Leader*
Jennifer R. Callaghan, *Team Leader*
Beth Blum
Heather A. Clayton
Sandra M. Davel
Sharon R. Goyette
Megan E. Griffin
Steven Knight
Danielle L. Morin
Nancy G. Pojani
Anne Shaughnessy
Kimberly M. Zaganjori

Grade 8

Laura B. Frem, *Team Leader*
Kathie Peyev, *Team Leader*
Michelle Angelo
Elizabeth J. Dubreuil
Susan J. Dupre
Mark Geoffroy
Melissa A. Jameson
Richard D. Karb, Jr.
Christine M. Lincoln
Megan Puopolo
Kimberly L. Senior

Art

Diane Mariano

Computer

Diane E. Porter

French/Spanish

Hillary Anderson
Elise M. Bradley
Lisa J. Kaplan
Dominique A. LePaul-Hodges

Guidance Counselors

Julie Morancy
Lauren B. O'Neil

Technology Education

William R. Moran
Donald M. Padgett, Jr.
Bruce Williams

General Music

Katrina L. Caron
Katherine A. Getchell

Instrumental Music

David S. Daquil
Brent S. Ferguson

Librarian

Janice M. Bissett

Physical Education

Fernando J. Ferreira
Jennifer L. Shectman

SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES

Inclusion Facilitator

Allison Godfrey

Autism Specialist

Jennifer M. Ostroff

Adjustment Counselors and

School Psychologists

Lisa A. Arpino
Monique A. Cloutier
Laura O'Conor
Kimberly Spiliakos

Early Childhood Coordinator

Erin Hurney

Preschool Teacher

Colleen Bercume

ELL Lead Teacher

Rhoda B. Webb

ELL Teacher

Lori Miller

Special Needs Resource Teachers

Lisa R. Antoine
Elizabeth Elam
Alison Engel
Joan Grzywna
Tanna Jango
Deborah Q. Lemieux



School Faculty 2010-2011

Special Needs Resource Teachers

Stephanie Palmer
Susan Parrinello
Cathy A. St. Andre
Angela F. Smith
Lindsay Wilkinson
Sallie Wood
Denise E. Woodland

Behavior Specialists

Carolyn Aspesi-Swenson
Jessica Himmelman
Kathleen A. Marcello
Denise Murphy

Speech

Helene Desjardins
Meaghan Grendol
Lisa Pagan
Meghan Reade
Janet C. Scoppetto
Janet L. Tower

Occupational Therapists

Matthew A. Bertonazzi
Karen A. Brown
Danielle B. Ward

Instructional Aides

Holly Long
Harriet Southerland

Kindergarten Aides

Margaret Aulenback
Belinda B. Cramer
Lori Giannotti
Natalie Greenwich
Beryl Krouse
Carol Mackie
Mary S. McNamara
Laurie Middleton
Carolyn Ream

Special Needs Aides

Kristen Bakanowski
Janine Bartsch
Martha J. Bigelow
Peggy S. Brehio
Kate Buck
Linda R. Buddenhagen
Eileen K. Caldwell
Michael Campbell
Radhika V. Chebrolu
Courtney Claypool
Gina R. Cooper
Patricia A. Cray
Rachael Dalton
Meaghan P. D'Arcy
Barbara A. Dennis
Nicole Dorsey
Mary Ethier
Meaghan Gnieski
Danielle Gregory
Mallory Higgins
Caitlin Hynes
Erin Kelley
Paula Kellicker-Barton
Barbara Kemp
Stephanie Kerwin
Marc LeSage
Melissa LeSage
Christine T. Mattero
Erynn McDavitt
Alicia McKenney
Cortney McMullen
Ryan Miller
Patricia A. Minnich
Kathryn Moring
JoAnn Murphy
Suzanne Nelhuebel
Joan Neptune

Lisa Nims
Deana T. Rollins
Judith L. Scally
Debra Sergel
Erin Sheehan
Sharon Sinerate
Lauren Spates
Suzanne Stimson
Amy Sugrue
Tracey Thompson
Kendall Toland
Anne K. Wall
Brenda White
Molly Wijas
Elaine F. Wyner

School Nurses

Laurie C. Pardee, *Nurse Leader*
Marieann Blake
Linda DeFeudis
Diane R. Gage
Leanne R. Govoni
Lorraine I. Perkins
Sally Pini
Jane Scotland

School Physician

Dr. Sharon Champion

Tutors

Monique DeBeaucourt
Gail C. Dufault
Marjorie Hurwitz
Margaret Marinelli
Jennifer Otto
Loni Sotir

TEACHING SPECIALISTS

Art

Jennifer Hackenberg
Christine A. Hall
Marcia L. Waldman

Band

Rebecca M. Makara

General Music

Katrina L. Caron
Allyn Phelps III
Judith L. Scally

Physical Education

Regan DeSimone
Judith A. Fledderjohn
John P. McAuliffe
Patricia M. Rollins
Andrew W. Wilson

Language Arts

Jana M. Gardella
Mary Lincoln
Sylvia L. Pabreza
Jennifer Shields
Elizabeth A. Walsh-Matthews

Librarians

Joanne M. Giancola
Nancy R. Kellner
Leigh F. King
Mary Ellen Remillard

SUPPORT PERSONNEL

Technology Specialists

Luke Callahan
Thomas James Carron
Scott Heffner
Bonnie J. Strickland

Secretaries

Linda L. Brannon
Mary Ann Bryant
Linda M. Flanigan
Jacquelyn Garvey
Karolyn Lanciault
Maryann T. Lavallee
Catherine S. Luby
Caroline Willard

Non-Instructional Aides

Laurie Donovan
Holly L. Evangelista
Diane Webster
Deborah Young

Crossing Guards

Martha Bigelow
Sharon A. Johnson

CAFETERIA PERSONNEL

Theresa M. Locke, *Supervisor of Cafeterias*

Lincoln Street School

Sandra J. Fouracre, *Manager*
Cheryl Arsenault
Sharon A. Johnson

Proctor School

Diane M. Thompson, *Manager*
Susan Sowden

Peaslee School

Margaret M. Flanagan, *Manager*
Carol Benedict
Victoria Killeen
Mary A. Sikora

Zeh School

Eileen M. Bersey, *Manager*
Laura Witkowski

Melican Middle School

Theresa M. Locke, *Manager*
Lisa Brochu
Nancy Casaceli
Karen Coulombe
Sherry Nisbet
Barbara Perry
Vasanti Shah

CUSTODIAL PERSONNEL

Thomas H. Maedler,
Supervisor of Maintenance
Michael DeCoteau,
Aaron Gonzalez,
John Pirozzi,
Kevin E. Walsh,
Head Custodians
Richard J. Agostinelli
David Anastas
Mark Aselbekian
Jose Baez
Magdalen Brewer
Keith Campbell
Kevin Carneiro
Pamela M. O'Connor

Town of Northborough School Financial Statement
for the 2010 Fiscal Year - July 1, 2009 – June 30, 2010

APPROPRIATION:

Regular Education	\$ 13,465,451	
Special Education	\$ 4,192,318	
Total Appropriation	<u>\$ 17,657,769</u>	

Total Appropriation \$ 17,657,769

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$ 11,401	
Superintendent's Office	\$ 129,583	
Administrative Support Services	\$ 399,628	
Total Administration	<u>\$ 540,611</u>	

INSTRUCTION:

Supervision	\$ 30,236	
Principals' Offices	\$ 910,395	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$ 8,571,825	
Professional Development	\$ 81,996	
Textbooks & Instructional Equip	\$ 621,952	
Library/Media Services	\$ 346,099	
Guidance Services	\$ 103,498	
Total Instruction	<u>\$ 10,666,001</u>	

OTHER SCHOOL SERVICES:

Attendance Services	\$ 12,066	
Health Services	\$ 391,813	
Pupil Transportation	\$ 366,195	
Cafeteria Services	\$ -	
After School Activities	\$ 11,648	
Student Body Activities	\$ 4,203	
Total Other School Services	<u>\$ 785,924</u>	

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$ 684,784	
Heating	\$ 208,443	
Electricity	\$ 208,158	
Telephones	\$ 30,272	
Gas	\$ 966	
Water	\$ 12,737	
Tech/Telecomm	\$ 36,267	
Total Operation of Plants	<u>\$ 1,181,627</u>	

MAINTENANCE:

Grounds	\$ 17,128	
Buildings	\$ 148,381	
Equipment	\$ 56,335	
Technology Maint	\$ 33,447	
Total Maintenance	<u>\$ 255,291</u>	

LEASE OF BUILDING & EQUIPMENT: \$ 25,834

**TOTAL EXPENDITURES,
REGULAR DAY PROGRAMS** \$ 13,455,288

SPECIAL EDUCATION PROGRAMS

Legal Services	\$ 24,807
Supervision	\$ 153,715
Teaching (Salaries & Supplies)	\$ 2,406,018
Professional Development	\$ 1,078
Technology	\$ 13,494
Psychological Services	\$ 332,740
Health Services	\$ 84,893
Transportation	\$ 310,407
Telephone	\$ 1,060
Equipment Maintenance	\$ 4,492
Programs - Other Schools in Massachusetts	\$ 627,477
Payments to Collaboratives	<u>\$ 185,181</u>

**TOTAL EXPENDITURES
SPECIAL EDUCATION**

\$ 4,145,361

TOTAL EXPENDITURES

\$ 17,600,649

BALANCE RETURNED TO GENERAL FUND:

\$ 57,120

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY09	\$ 28,586	
Total Receipts, FY10	\$ 441,132	
Total Revenues		\$ 469,718

Total Expenditures, FY10	<u>\$ 445,797</u>	
BALANCE TO FY11		\$ 23,921

KINDERGARTEN GRANT

Expenditures	\$ 78,880	
Unexpended Balance	<u>\$ -</u>	
Total Grant Received		\$ 78,880



2010 Annual Town Meeting Warrant

April 26, 2010; WORCESTER, SS

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

In the name of the Commonwealth of Massachusetts, you are hereby commanded to warn and notify the legal voters of the Town of Northborough to meet at THE ALGONQUIN REGIONAL HIGH SCHOOL on MONDAY, the TWENTY-SIXTH day of April 2010 at 7:30 p.m. to act on the following warrant articles:

ARTICLE 1 Motion Passed

To see if the Town will vote to ratify the appointment by the Moderator of Gerald Hickman as Deputy Moderator, as provided by Article II, Section 2-2 of the Northborough Home Rule Charter.

ARTICLE 2 Motion Passed

To see if the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to enter into a Compensating Balance Agreement or Agreements pursuant to Massachusetts General Laws, Chapter 44, Section 53F, if necessary.

ARTICLE 3 Passed Over

To see if the Town will vote to raise and appropriate or transfer from unappropriated available funds in the Treasury, or other available funds, a sum of money to pay bills incurred in prior years, or to take any action relative thereto.

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

ARTICLE 4 Motion Passed

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Fifteen Million Five Hundred Forty Five Thousand Two Hundred Forty Three

Dollars (\$15,545,243) for Town Government as displayed below, and to meet said appropriation, the following sums available for appropriation be transferred:

From:

Transfer from Cemetery Sale of Lots	\$ 7,425
Transfer from Debt Exclusion Premium Reserve	\$ 1,063
Transfer from Debt Exclusion Reserve	\$ 61,703
Transfer from Title V Reserve	\$ 4,534
Transfer from Conservation Commission Fees	\$ 13,797
Transfer from Police Revolving Account	\$102,500
Transfer from Fire Emergency Medical Services Revolving Account	\$ 64,990
Transfer from Recreation Revolving Account	\$120,000
Transfer from Dog Control Revolving Account	\$ 15,000
Free Cash	\$600,000

for a total of Nine Hundred Ninety One Thousand Twelve Dollars (\$991,012), and that the sum of Fourteen Million Five Hundred Fifty Four Thousand Two Hundred Thirty One Dollars (\$14,554,231) be raised by taxation.

ARTICLE 5 Motion Passed

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Three Million Seven Hundred Forty Six Thousand Two Hundred Thirty Four Dollars (\$3,746,234) for Water/Sewer and Solid Waste Funds as displayed below for the operation of the Water/Sewer and Solid Waste Utilities, and to meet said appropriation, the following sums available for appropriation be transferred:

Transferred from:

Sewer Fund Free Cash	\$231,900
Water Fund Free Cash	\$ 65,143

Raise and Appropriate by Taxation from the General Fund:	
Solid Waste General Fund Subsidy	\$301,447

for a total of Five Hundred Ninety Eight Thousand Four Hundred Ninety Dollars (\$598,490) and that the sum of Three Million One Hundred Forty Seven Thousand Seven Hundred Forty Four Dollars (\$3,147,744) be financed from Water/Sewer and Solid Waste Revenues.

Water Fund	\$1,725,110
Sewer Fund	\$1,194,677
Solid Waste	<u>\$ 826,447</u>
	\$3,746,234

ARTICLE 6 Motion Passed

To see if the Town will vote to raise and appropriate by taxation the sum of Seventeen Million Nine Hundred Forty Thousand Five Hundred Sixty Six Dollars (\$17,940,566) for the operation of the Northborough Public Schools.

ARTICLE 7 Motion Passed

To see if the Town will vote to raise and appropriate by taxation Northborough's share of the assessment for the operation of the Northborough/Southborough Regional School District, the sum of Eight Million Eight Hundred Twenty Seven Thousand Nine Hundred Fifty One Dollars (\$8,827,951), or take any action relative thereto.

ARTICLE 8 Motion Passed

To see if the Town will vote to raise and appropriate by taxation Northborough's share of the assessment for the operation of the Assabet Valley Regional Vocational School District, the sum of Six Hundred Eighty Thousand Eight Hundred Thirty Six Dollars (\$680,836).

ARTICLE 9 Motion Passed

To see if the Town will vote to authorize the Library Trustees to accept and spend a sum of money received under the Library Incentive and Municipal Equalization Grants, and the Nonresident Circulation Offset program, under the provisions of Chapter 27 of the Acts of 2009, to be used by the Library Trustees for books, automation costs, or in any way that may benefit the library, and to apply for State aid for the coming fiscal year.

ARTICLE 10 Motion Passed

To see if the Town will vote to authorize the Board of Selectmen to make such application as may be necessary for Federal and/or State funds or grants, to accept such funds or grants and to expend those funds as required by the various acts, if and when such funds are received.

- Allows the Town to apply for grant funds through Federal and/or State agencies.

ARTICLE 11 Motion Passed

To see if the Town will vote to combine Articles 12 through 17 as follows:

- Article 12 Reauthorizes Fire Department Revolving Fund Accounts;
- Article 13 Reauthorizes Police Department Revolving Fund Accounts;



2010 Annual Town Meeting Warrant

Article 14 Reauthorizes Dog Officer Revolving Fund Accounts;

Article 15 Reauthorizes Community Affairs Committee Revolving Fund Accounts;

Article 16 Reauthorizes Family and Youth Services Department Revolving Fund Accounts;

Article 17 Reauthorizes Council on Aging Revolving Fund Accounts;

And in so voting that the Town vote to establish and/or reauthorize revolving fund accounts as stated in Articles 12 through 17 of the Warrant, said revolving accounts being authorized to and for the use of the Fire Department, Police Department, Dog Officer, Community Affairs Committee, Family and Youth Services Department, and Council on Aging pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½, it is required that these revolving accounts be reauthorized annually.

ARTICLE 12

To see if the Town will vote to reauthorize revolving accounts authorized to and for the use of the Northborough Fire Department for the receipt of site assessment fees, hazardous materials charges, SARA compliance, training/education programs, alarm fees, Local Emergency Planning, replacement of lost and/or damaged equipment, water supply maintenance and development, and Advanced Life Support/EMS and rescue maintenance; pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½.

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

ARTICLE 13

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the use of the Northborough Police Department for the receipt of the Town's share of traffic enforcement fines and payment of expenses associated with traffic/radar enforcement; pursuant to Massachusetts General Laws, Chapter 44, Section 53E½.

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

ARTICLE 14

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the use of the Department of the Northborough Dog Officer for the receipt of dog license fees and related fines, which sums shall be utilized to support the Dog Officer's expenditures; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

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

ARTICLE 15

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the Community Affairs Committee for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Northborough Community Affairs Committee to maintain revolving fund accounts for the purpose enumerated in this Article. Under this statute, such revolving fund accounts must be reauthorized annually.

ARTICLE 16

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the Family and Youth Services Department for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

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

ARTICLE 17

To see if the Town will vote to reauthorize revolving fund accounts authorized to and for the Council on Aging for the receipt of income, gifts and donations and any other monies and for expenditure in connection with its related expenses; pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

- Chapter 44, Section 53E½ of the Massachusetts General Laws authorizes the Council on Aging to maintain revolving fund accounts for the purpose enumerated in this Article. Under this statute, such revolving fund accounts must be reauthorized annually.

ARTICLE 18 Motion Passed

To see if the Town will vote to appropriate the sum of Twenty Seven Thousand Six Hundred Dollars (\$27,600) for the use of the Town Clerk's Office for the purchase of voting machines and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise.

- This Article provides funds to replace the Town's existing optical scan voting equipment which is used to tabulate and tally the votes at all elections. The Massachusetts Secretary of State advised the Town that the existing equipment will be decertified as a result of additional requirements mandated by the Federal Help America Vote Act of 2002.

ARTICLE 19 Motion Passed

To see if the Town will vote to appropriate the sum of One Hundred Sixty Five Thousand Dollars (\$165,000) for the use of the Highway Division of the Department of Public Works for the purchase of a dump truck sander and plow, and to meet said appropriation, the sum of One Hundred Sixty Five Thousand Dollars (\$165,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(9), or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.



2010 Annual Town Meeting Warrant

- This Article provides funds for the replacement of a 1990 6-wheel dump truck which has reached the end of its useful life expectancy.

ARTICLE 20 Passed Over

To see if the Town will vote to appropriate, borrow or transfer from available funds a sum of money to be expended under the direction of the School Building Committee for a Feasibility Study for the Lincoln Street School located at 76 Lincoln Street, Northborough, MA, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority (MSBA), with the understanding that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

ARTICLE 21 Motion Passed

To see if the Town will vote to appropriate the sum of Three Hundred Fifty Thousand Dollars (\$350,000) for the use of the Northborough School Department for roof repairs at the Melican Middle School, and to meet said appropriation the sum of Three Hundred Fifty Thousand Dollars (\$350,000) be raised by borrowing in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(3A), or any other enabling authority and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

ARTICLE 22 Motion Passed

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of One Hundred Thousand Dollars (\$100,000) for legal and related costs to commence and prosecute a declaratory judgment action for the purpose of seeking a determination as to whether reimbursement payments received by the Northborough – Southborough Regional School District from the Massachusetts School Build-

ing Authority for the High School renovation project should be apportioned and credited to Northborough and Southborough according to the method prescribed in Chapter 70B of the General Laws, or take any action relative thereto.

ARTICLE 23 Motion Passed

To see if the Town will vote to accept the layout as a public way of Silas Drive as shown on the plan titled "Acceptance Plan of Silas Drive Sta. 0+00 To 2+33.20 in Northborough, MA" revised through March 5, 2010, prepared by Connorstone Consulting Civil Engineers and Land Surveyors, Northborough, Massachusetts, a copy of which is on file in the Office of the Town Clerk, and to place this street on the Official Town Map as a public way, and to authorize the Board of Selectmen to accept or take by eminent domain deeds or easements for such public way, or take any action relative thereto.

- This Article provides for acceptance of Silas Drive as a Town Street and acquisition of easements as a result of the subdivision approval process.

ARTICLE 24 Motion Passed

To see if the Town will vote to accept the layouts as public ways of Copley Drive and Dartmouth Drive as shown on the plans titled "Plan of Acceptance of Copley Drive Sta. 0+00 to Sta. 7+15.24 in Northborough, MA" dated November 16, 2007, prepared by Connorstone Consulting Civil Engineers and Land Surveyors, Northborough, Massachusetts and "Plan of Acceptance of Dartmouth Drive Sta. 0+00 To Sta. 4+16.05 in Northborough, MA" dated November 16, 2007, prepared by Connorstone Consulting Civil Engineers and Land Surveyors, Northborough, Massachusetts, respectively, copies of which are on file in the Office of the Town Clerk, and to place these streets on the Official Town Map as public ways, and to authorize the Board of Selectmen to accept or take by eminent domain deeds or easements for such public ways, or take any action relative thereto.

- This Article provides for acceptance of Copley Drive and Dartmouth Drive as Town Streets and acquisition of easements as a result of the subdivision approval process.

ARTICLE 25 Motion Passed

To see if the Town will vote to accept the layout as a public way of Beechwood Circle as shown on the plan titled "Acceptance Plan of Beechwood Circle in Northborough, Mas-

sachusetts Owned By: Casa Builders & Developers Corp." dated November 1, 2006, prepared by Thompson-Liston Associates, Inc., Boylston, Mass., a copy of which is on file in the Office of the Town Clerk, and to place this street on the Official Town Map as a public way, and to authorize the Board of Selectmen to accept or take by eminent domain deeds or easements for such public way, or take any action relative thereto.

- This Article provides for acceptance of Beechwood Circle as a Town Street and acquisition of easements as a result of the subdivision approval process.

ARTICLE 26 Motion Passed

To see if the Town will vote to accept the layouts as public ways of Woodstone Road and Fawcett Orchard Road as shown on the plans titled "Acceptance Plan of Woodstone Road in Northborough, Massachusetts" dated March 4, 2008, prepared by R. W. Hart Associates Inc. Northborough Massachusetts, and "Acceptance Plan of Fawcett Orchard Road in Northborough, Massachusetts dated March 4, 2008, prepared by R. W. Hart Associates Inc. Northborough, Massachusetts, respectively, copies of which are on file in the Office of the Town Clerk, and to place these streets on the Official Town Map as public ways, and to authorize the Board of Selectmen to accept or take by eminent domain deeds or easements for such public ways, or take any action relative thereto.

- This Article provides for acceptance of Woodstone Road and Fawcett Orchard Road as Town Streets and acquisition of easements as a result of the subdivision approval process.

ARTICLE 27 Motion Passed

To see if the Town will vote to accept from the owners of the property located at 68 Brigham Street, Northborough, an easement in and over said property for surface water drainage purposes, or take any action relative thereto.

ARTICLE 28 Motion Passed

To see if the Town will vote to amend the following sections of the Northborough Zoning Bylaw, Chapter 7, by adding the words shown in brackets and underlined [_] and deleting the words, shown in brackets[], as follows:

7-02-040 Definitions. [FLOOR AREA RATIO (FAR): The ratio of gross floor area in square feet to the total area of the lot in square feet (See also, GROSS FLOOR AREA)]



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7-03-010 Building Permit. [(E) Construction equipment may be operated by a paid contractor between the hours of 7:00am and 7:00pm daily, except Sunday and legal holidays. Operation of construction equipment by a paid contractor outside the hours specified above may be allowed by written permission from the Building Inspector.]

[7-03-020 Certificate of zoning compliance. (A) Except as provided below, no land shall be occupied or used, or changed to a different use, and no building or structure hereinafter erected or altered shall be occupied or used, or changed to a different use, unless a certificate of zoning compliance has been issued by the Building Inspector. Such certificate shall state that the structure and use of structure and land comply in every respect with the provisions of this bylaw in effect at the time of issuance, or with the written decision of the permit granting authority or special permit granting authority, as applicable. (B) A certificate of zoning compliance shall be conditional on the maintenance of full compliance with the provisions of this bylaw in effect at the time of issuance, or with the written decision of the permit granting authority or special permit granting authority, as applicable, and shall become void if such compliance fails. (C) A certificate of zoning compliance shall not be required for a use listed as an exempt use in chapter 7-05 of this bylaw.]

[7-03-020 Certificates of occupancy (A) No land shall be occupied or used, and no building or structure hereinafter erected or structurally altered shall be occupied or used unless a certificate of occupancy has been issued by the Building Inspector. Such certificate shall state that the structure and use of structure and land comply in every respect with the provisions of this chapter in effect at the time of issuance or with a decision of the Board of Appeals or other permit granting authority. (B) A certificate of occupancy shall be conditional on the maintenance of full compliance with the provisions of this chapter in effect at the time of issuance or with restrictions imposed in a decision of the Board of Ap-

peals or other permit granting authority and shall become void if such compliance fails.]

7-03-040 Special permit (B) Public Hearing: . . . shall issue a decision no later than ninety (90) days [from] [following] the date of the public hearing . . .

7-03-050 Site plans (C) Site plan approval; Planning Board (2) Decision criteria: Redesignate [10] with [(c)].

7-05-020 Clarification of uses (C) Residential uses; accessory (4) Accessory dwelling unit: A dwelling unit subordinate in size and accessory to a detached single-family dwelling, which may be located within or attached to an owner-occupied single-family dwelling [, such as in an attached or detached garage or barn] [or detached existing structure, such as a garage or barn].

7-05-020 Classification of uses (C) Residential uses; accessory (6) Home Occupation (a)(1) Home professional office: Office for the practice of a profession [involving a high degree of training in the humanities, science or arts], such as medicine, dentistry, law, architecture, engineering or fine arts.

7-06-030 Supplemental regulations (C) Yard requirements (3) In residential districts [(f) Porches or steps, provided such are not enclosed, may be as near as 20 feet to front line of the street]

7-08-040 Nonconforming single-family and two-family structures (A)(1), (3), (4):

(1) . . . comply with all current setbacks [, building height] and building coverage requirements.

(3) . . . comply with all current setbacks [,] [and] building coverage [,and building height] requirements.

(4) . . . comply with all current setback [,] [and] building coverage [and building height] requirements.

7-08-040 Nonconforming single-family and two-family residential structures (A) (6): The gross floor area of the proposed reconstruction, extension or alteration does not exceed [fifty (50)] [eighty (80)] percent of the existing gross floor area.

7-08-040 Nonconforming single-family and two-family structures (A) [(7) Alteration to a structure which is located

in an area on the lot that does not comply with minimum lot width and any alterations thereto comply with all current setbacks and building coverage.]

7-10-020 Common Driveways (A)(1): For a common driveway serving [up to] two (2) lots.

7-10-030 Industrial/office campus development (B) Applicability: An IOCD shall be allowed only upon issuance of an IOCD master plan special permit in accordance with the provisions of this section, §7-[02][03]-040 and §7-[02][03]-050.

Or take any action relative thereto.

ARTICLE 29 Motion Passed

To see if the Town will vote to amend Part 2 General Legislation, of the Code of the Town of Northborough by adding Chapter 2-52, Scenic Roads, as follows, or take any action relative thereto.

[Chapter 2-52

SCENIC ROADS

Sections:

2-52-010 Definitions

2-52-020 Purpose

2-52-030 Criteria for Designation

2-52-040 Notice of Designation

2-52-050 Procedures

2-52-060 Considerations

2-52-070 Adoption of Additional Regulations

2-52-080 List of Scenic Roads

2-52-00F Footnote to Chapter 2-52 [Amended 5-18-1987 ATM, Art. 54]

2-52-010 Definitions

In the absence of contrary meaning established through legislative or judicial action pursuant to MGL Chapter 40, § 15C, the following terms contained in that statute shall be defined as follows:

CUTTING OR REMOVAL OF TREES – The removal of one (1) or more trees, trimming of major branches or cutting of roots.

RECONSTRUCTION or WIDENING – Any work done



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within the right-of-way by any person or agency, public or private, which will increase the width of the traveled way, including any shoulders, parking areas, sidewalks or other like areas. Within this definition, is any work on any portion of the right-of-way that was not physically commenced at the time the road was designed as a scenic road. Construction of new driveways or alteration of existing ones is also included, insofar as it takes place within the right-of-way.

ROAD – A right-of-way or any way used and maintained as a public way including the vehicular traveled way plus necessary appurtenances within the right-of-way such as bridge structures, drainage systems, retaining walls, traffic control devices and sidewalks, but not intersecting streets or driveways. When the boundary of the right-of-way is in issue so that a dispute arises as to whether or not certain trees or stone walls, or portions thereof, are within or without the way, the trees or stone walls shall be presumed to be within the way until the contrary is shown.

TEARING DOWN OR DESTRUCTION OF STONE WALLS – The destruction of more than fifteen (15) linear feet of stone wall involving more than one (1) cubic foot of wall material per linear foot above existing grade, but shall not be construed to include temporary removal and replacement at the same location with the same materials.

TREES – Includes a tree whose trunk has a diameter of four (4) inches or more as measured one (1) foot above the ground.

2-52-020 Purpose

These regulations are intended to ensure that:

- A. Ways will be recommended for designation as scenic roads on stated criteria.
- B. Ways so designated will not be altered without following proper procedures and without adherence to proper considerations.

C. Ways so designated will not be altered by the decision of any person, organization or agency other than the Planning Board, except for the Tree Warden acting in accordance with the Public Shade Tree Act, MGL C. 87.

2-52-030 Criteria for Designation

The Planning Board, Conservation Commission or Historical Commission shall, in determining which roads or portions of roads should be designated by the Town as scenic roads, consider the following criteria:

- A. Ways bordered by trees of exceptional quality.
- B. Ways bordered by stone walls.
- C. Ways bordered by any other natural or manmade features of aesthetic value: e.g. orchards, fields and forests.
- D. Ways for which alteration is being planned or is likely to be planned in the future.
- E. Ways for which any alteration would lessen the aesthetic value of natural or man-made features bordering them.

2-52-040 Notice of Designation

Upon the designation of any road or portion of a road as a scenic road, the Planning Board shall take the following steps within thirty (30) days of such designation:

- A. Notify all municipal departments that may take any action with respect to such road.
- B. Notify the Highway Division of the State Department of Transportation.
- C. Publish a notice in a local paper that the road or portion of the road has been so designated.
- D. Arrange for indication of such designation on all maps currently in use by municipal departments.
- E. Notify all utility companies or other such parties that may be working on the border of such road.

2-52-050 Procedures

A. Filing. Any person, organization, state or municipal agency, other than the Tree Warden acting in accordance with the Public Shade Tree Act (MGL C. 87) seeking the written consent of the Planning Board regarding the cutting or removal of trees or the tearing down or destruction of stone walls, or portions thereof, on a scenic road shall file a request with the Town Clerk, together with the following:

- (1) The text of a legal notice identifying the location of the proposed action in terms enabling readers to locate it with reasonable specificity on the ground without need for additional plans or references, and describing in reasonable detail the proposed changes to trees and stone walls.
- (2) A statement of the purpose or purposes for the action proposed.
- (3) A list of owners of properties directly abutting the location of the proposed action.
- (4) Except in the case of town agencies, a deposit sufficient to cover the cost of advertising and notification.
- (5) Any further explanatory material useful to adequately inform the Planning Board of the proposed action.

B. Notice. The Planning Board shall, as required by statute, give notice of its public hearing by advertising twice in a newspaper of general circulation in the area. This notice shall contain a statement as to the time, date, place and purpose of the hearing with a reasonable description of the action proposed by the applicant. Copies of this notice shall also be sent to the Selectmen, the Conservation Commission, the Historical Commission, the Town Engineer, the Tree Warden, the Department of Public Works and the owners of property within one hundred (100) feet of the proposed action.

C. Timing of notice. The first publication of the notice shall be as soon as feasible after the Planning Board receives the request from the applicant, and shall in all cases be at least fourteen (14) days before the hearing. The last publication shall occur, as required by statute, at least seven (7) days prior to the hearing.

D. Timing of hearing. The Planning Board shall hold a public hearing within thirty (30) days of the date on which a properly filed request is received. The date and time of the public hearing shall be set outside of normal weekday work hours (8:00 a.m. to 5:00 p.m., Monday through Friday) so as to encourage maximum citizen participation.

E. Timing of decision. The Planning Board shall make a decision on the request within twenty-one (21) days of the public hearing.



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2-52-060 Considerations

The Planning Board's decision on any application for proposed action affecting scenic roads shall be based on consideration of the following:

- A. Preservation of natural resources.
- B. Environmental values.
- C. Historical values.
- D. Scenic and aesthetic characteristics.
- E. Public safety.
- F. Compensatory actions proposed, such as replacement of trees or walls.
- G. Other sound planning considerations.

2-52-070 Adoption of Additional Regulations

The Planning Board may adopt regulations for carrying out the provisions of this chapter.

2-52-080 List of Scenic Roads [Amended 5-18-1987 ATM, Art. 55]

The following streets are to be known as Scenic Roads:

- | | |
|-----------------|------------------|
| Ball Street | MacAlister Road |
| Brewer Street | Mentzer Avenue |
| Brigham Street | Monroe Street |
| Cherry Street | Newton Street |
| Church Street | Pleasant Street |
| Crawford Street | Reservoir Street |
| Davis Street | Rice Avenue |
| Fisher Street | School Street |
| Gale Street | Summer Street |
| Green Street | Washburn Street |
| Howard Street | West Street |
| Hudson Street | Whitney Street |
| Lancaster Drive | Winter Street |
| Maynard Street | |

ARTICLE 30 Motion Passed

To see if the Town will vote to appropriate the sum of One Hundred Ninety Thousand Dollars (\$190,000), or any other sum, from the Community Preservation Unreserved Fund to the Northborough Town Administrator for capital improvements, including repairs to the roof, entryway canopies, and front and side entry stairs, railings and landings, to the Town Offices building at 63 Main Street, or take any action relative thereto.

ARTICLE 31 Motion Passed

To see if the Town will vote to appropriate the sum of Fifty-Two Thousand Dollars (\$52,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Town Clerk for the purchase of services, products and equipment to be used in the preservation of Town records and maps, dating from 1766 to the present, or take any action relative thereto.

ARTICLE 32 Motion Passed

To see if the Town will vote to appropriate the sum of Thirty Thousand Dollars (\$30,000), or any other sum, from the Community Preservation Unreserved Fund for the renovation of the kitchen, including wheelchair accessibility, at the Historical Society building located at 52 Main Street, or take any action relative thereto.

ARTICLE 33 Motion Passed

To see if the Town will vote to appropriate the sum of One Hundred Thousand Dollars (\$100,000), or any other sum, from the Community Preservation Fund revenues and place said amount in the Community Preservation Historic Resources Reserve for the purpose of future historical property preservation or acquisitions, or take any other action relative thereto.

ARTICLE 34 Motion Passed

To see if the Town will vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Affordable Housing Corporation for the acquisition and/or preservation of affordable housing units and costs associated with the purchase of said units, or take any other action relative thereto.

ARTICLE 35 Motion Passed

To see if the Town will vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000), or any other

sum, from the Community Preservation Fund revenues and place said amount in the Community Preservation Open Space Reserve for the purpose of future open space preservation or acquisitions, or take any other action relative thereto.

ARTICLE 36 Motion Passed

To see if the Town will vote to appropriate the sum of Twenty-Four Thousand Dollars (\$24,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for expenses associated with the implementation of the Community Preservation Act, including but not limited to clerical assistance, office supplies, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2011, or take any other action relative thereto.

ARTICLE 37 Motion Passed

To see if the Town will vote, pursuant to Subsection 5-1(b) of the Town Charter, to approve the amendment of the Town's administrative code adopted by the Board of Selectmen on March 8, 2010 for the creation of a Town Finance Director position, to be included within the Finance and Records Division, Chapter 1-36, Sections 1-36-030, 1-36-040 and 1-36-070 of the Code of the Town of Northborough, by deleting the wording found within brackets [] and adding the wording as shown in brackets and underlined [] as follows:

1-36-030 Office of Town Accountant.

- A. Composition, mode of appointment, term of office. There shall be an Office of the Town Accountant composed of an operating head known as the "Town Accountant" and operating personnel. The Board of Selectmen shall appoint the Town Accountant for a three-year term of office. The Administrative Officer shall be responsible for appointing all other personnel for an indefinite term.
- B. Powers and duties. The Office of the Town Accountant shall work under the general policy direction of the Board of Selectmen and the general administrative direction of the [Administrative Officer] [Finance Director]. The Town Accountant shall keep and have charge of all accounts of the town; shall keep records that clearly exhibit all expenditures and receipts of each town agency; shall credit each municipal account with its appropriation for the fiscal year and charge each account with expenditures as they are made. The Town Accountant shall have all of



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the powers and duties and obligations that town accountants may have under the Constitution and laws of the commonwealth, the Town Charter, town bylaws and this Administrative Code.

(Prior code § 3-54)

1-36-040 Office of Board of Assessors.

A. Composition, mode of appointment, term of office. There shall be an Office of the Board of Assessors composed of a Board of Assessors and operating personnel. The Administrative Officer shall be responsible for the appointment of three (3) Assessors and all other personnel. The term of office of each Assessor shall be for three (3) years, such terms so arranged that the term of one (1) member shall expire each year.

B. Powers and duties. The Office of the Board of Assessors shall work under the general policy direction of the Board of Selectmen and the general administrative direction of the [Administrative Officer] [Finance Director] and be responsible to direction from the Department of Taxation. The Board of Assessors shall annually make a fair cash valuation of all property, both real and personal, within the town and shall have all of the powers and duties and obligations with regard to the preparation of commitment lists and the fixing of the annual tax rate, the abatement of taxes, the assessment of betterment fees and such matters that boards of assessors may have under the Constitution and laws of the commonwealth, the Town Charter, town bylaws and this Administrative Code.

(Prior code § 3-55)

1-36-070 Office of [Finance Director]/Treasurer-Tax Collector.

A. Composition, mode of appointment, term of office. There shall be an Office of the [Finance Director]/Treasurer-Tax Collector composed of an operating head known as the ["Treasurer-Tax Collector"] [Finance Director] and

operating personnel. The Administrative Officer shall be responsible for the appointment of all personnel. Such appointments shall be made for an indefinite term.

B. Powers and duties. The Office of the [Finance Director]/Treasurer-Tax Collector shall work under the general policy direction of the Board of Selectmen and the general administrative direction of the Administrative Officer. The [Treasurer-Tax Collector] [Finance Director] shall perform the functions of a treasurer and tax collector and shall receive and have charge of all money belonging to the town or received by the town or its agents or agencies. Every town officer shall, upon receipt of any fee or charge by said officer, forthwith pay over and account for the same to the [Treasurer-Tax Collector] [Finance Director]. No other person shall pay any bill of any town agency. The [Treasurer-Tax Collector] [Finance Director] shall have all of the powers and duties and obligations that treasurers and tax collectors, or either of them, may have under the Constitution and laws of the Commonwealth, the Town Charter, town bylaws and this Administrative Code.

(Prior code § 3-58)

ARTICLE 38 Motion Passed

To see if the Town will vote to amend the Consolidated Personnel Bylaw as shown in the handout (copies of which were available in the Town Clerk's Office continuously prior to the posting of the Warrant until the time of Town Meeting) entitled "Article 38 - Consolidated Personnel Bylaw Amendments – 2010 Annual Town Meeting".

Town Meeting – 2nd night April 27th 2010

ARTICLE 39 Motion Passed

To see if the Town will vote to transfer custody and control of a portion of Town-owned land at 211 Main Street to the Board of Selectmen for the purpose of leasing the same and authorize the Board of Selectmen to enter into a long-term lease agreement of more than three years for the use of a portion of Town-owned land at 211 Main Street for the construction, installation, operation and maintenance of a wireless communication tower and accessory equipment, in accordance with Massachusetts General Laws, Chapter 30B, Section 12(b), any leased area of said land to be used in accordance with the Town of Northborough Zoning Bylaws.

ARTICLE 40 Motion Passed

To see if the Town will vote to discontinue and/or confirm the discontinuance as a public way of a portion of Mill Street, which portion originates at Whitney Street, runs between parcels of land shown on Assessors' Map 54, Lots 36, 37 and 38, then easterly along the northerly side of the pond, then turning and running southeasterly to the northerly bounds of two parcels of land shown on Assessors' Map 54, Lots 50 and 53, to where the traveled portion of Mill Street currently terminates, as shown on the Official Map of Northborough, recorded with the Worcester Registry of Deeds in Plan Book 346, Page 15, and to transfer the care, custody, control and management of said discontinued portion of Mill Street from the Board of Selectmen for public way purposes to the Board of Selectmen for the purpose of conveyance, and further to authorize the Board of Selectmen to convey all or a portion of the Town's right, title and interest in said discontinued portion on such terms and conditions, and for such consideration, as the Board of Selectmen deems in the best interest of the Town; or to take any other action relative thereto.

ARTICLE 41 Motion Passed

To see if the Town will vote to authorize the Board of Selectmen to petition the Senate and House of Representatives in General Court for special legislation amending section 1 of Chapter 384 of the Acts of 2008 to provide that the additional package store alcohol license authorized to be granted for the property to be used for a commercial center and shown on Northborough Assessors' Maps as map 108, parcel 3; map 109, parcel 15; map 107, parcel 1; map 106, parcels 5, 6, 3, and 7; and map 98, parcel 2 shall be for all alcoholic beverages and not limited to wines and malt beverages, so that the first sentence of section 1 would read substantially as follows:

"Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the town of Northborough may grant 1 additional license for the sale of all alcoholic beverages, not to be drunk on the premises under section 15 of said chapter 138."

- A license had been previously authorized for the sale of wines and malt beverages not to be consumed on the premises. This Article proposes an amendment to the authorizing legislation to allow for the issuance of a license for the sale of all alcoholic beverages not to be consumed on the premises.



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ARTICLE 42 Motion Passed

To see if the Town will vote to authorize the School Committee to enter into a three-year bus transportation contract with the option to renew the contract for a fourth and fifth year in accordance with Chapter 30B Section 12(b), or take any action relative thereto.

ARTICLE 43 Motion Passed

To see if the Town will vote to authorize the Town Administrator, with the approval of the Board of Selectmen, to negotiate and enter into a multi-year contract, which may exceed three (3) years, for the collection of solid waste and the collection, marketing and disposal of recyclable materials in accordance with M.G.L. c. 40, sec. 4, or take any action relative thereto.

- This Article provides the Town the flexibility to enter into a solid waste and recycling collection contract for a period of more than three (3) years if it is in the best interest of the Town.

ARTICLE 44 CITIZENS PETITION Motion Failed

To see if the Town of Northborough will vote to: re-zone the following parcels from “Residential B” to “Business South”. Said parcels form a continuous area southerly of West Main Street to the Shrewsbury town line. These parcels were previously zoned “Industrial A” prior to 2009 Annual Town Meeting. *Proposed by: Douglas R. Stone, Petitioner*

Northborough Assessor’s Map	Parcel	Approx. Acres
80	34	141.8
80	35	1.3
80	36	61.2
80	40	3.7
97	1	12.2
97	2	20.9
98	1	5.8
98	2	<u>101.8</u>
Approximate Total Acreage		348.7

ARTICLE 45 CITIZENS PETITION Motion Passed

To see if the Town of Northborough will vote to: we, the citizens of Northboro move forward for a moratorium on wireless facilities until the town reviews and/or revises the current setback bylaws.

This petition excludes any action against a wireless facility at the Northboro Police Station. *Proposed by Citizens of Northboro*

ARTICLE 46 Passed Over

To hear the reports of the several Town Officers and Committees and to act thereon; also to choose any committee the voters deem necessary, and to appropriate money for their use, or act in any way relative thereto.

8:57pm Motion made to dissolve the meeting

Motion Passed



Meeting Nights

COMMITTEE MEETING	NIGHT	TIME	LOCATION
Appropriations Committee	As needed	7:00 PM	Selectmen's Meeting Room
Board of Assessors	As needed		Assessors Office
Board of Health	2nd Tuesday	6:00 PM	Selectmen's Meeting Room
Board of Selectmen	2nd & 4th Mondays	7:00 PM	Selectmen's Meeting Room
Cable TV Advisory Committee	1st Wednesday	7:00 PM	Room A129 - High School
Cemetery Commission	2nd Wednesday	7:30 PM	Cemetery Building
Cemetery Commission	3rd Wednesday-quarterly	7:00 PM	DPW Office-Town Hall
Community Affairs Committee	3rd Wednesday	7:00 PM	Conference Room B
Community Preservation Committee	4th Thursday	7:00 PM	Conference Room B
Conservation Commission	2nd Monday	7:00 PM	Conference Room B
Council on Aging	2nd Thursday	7:00 PM	Senior Center
Cultural Council	As needed		Conference Room C
Design Review Committee	As needed		Town Offices
Earth Removal Board	1st Wednesday	7:30 PM	Conference Room B
Elderly/Disabled Taxation Fund Comm.	As needed		Town Offices
Financial Planning Committee	As needed	7:00 PM	Selectmen's Meeting Room
Groundwater Advisory Committee	As needed		Town Offices
Historical Commission	3rd Wednesday	7:00 PM	Conference Room C
Housing Authority	1st Thursday	6:30 PM	Colonial Village Community Room
Housing Partnership	3rd Thursday	7:00 PM	Conference Room C
Industrial Development Commission	2nd Tuesday-As needed	7:00 PM	Selectmen's Meeting Room
Industrial Development Finance	As needed		Town Offices
Library Trustees	2nd Tuesday	7:30 PM	Library Meeting Room
Municipal Code & Bylaw Committee	As needed		Town Offices
Northborough School Committee	1st Wednesday	7:00 PM	Melican Middle School
Open Space Committee	1st Thursday	7:00 PM	Conference Room B
Parks & Recreation Commission	2nd Tuesday	6:30 PM	Recreation Center
Personnel Board	4th Wednesday-As needed	7:00 PM	Selectmen's Meeting Room
Planning Board	1st & 3rd Tuesdays	7:00 PM	Conference Room B
Recycling Committee	As needed		Town Offices
Regional School Committee	3rd Wednesday	7:00 PM	Algonquin High School Library
Scholarship Committee	4th Thursday	7:00 PM	Conference Room C
Trails Committee	3rd Monday	7:00 PM	Police Station
Trustees Special Benevolent Funds	As needed		Town Offices
Water & Sewer Commission	1st Wednesday	7:30 PM	Selectmen's Meeting Room
Wind Committee	As needed	7:00 AM	Library Meeting Room
Youth Commission	3rd Thursday	7:00 PM	Conference Room B
Zoning Board of Appeals	4th Tuesday	7:00 PM	Conference Room B

Location of Meetings

Selectmen's Meeting Room, Assessors Office, Conference Rooms B and C, Town Offices - Town Hall, 63 Main Street

Senior Center - 119 Bearfoot Road

Library - 34 Main Street

Algonquin High School Library - 79 Bartlett Street

Colonial Village Community Room - 26 Village Drive

Melican Middle School - 145 Lincoln Street

Police Station - 211 Main Street



Telephone Numbers

SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #	SERVICE - IF YOU WANT...	TOWN DEPARTMENT - CALL...	PHONE #
Birth Certificates	Town Clerk	508-393-5001	Personnel Inquiries	Administration	508-393-5040
Building Permits	Building Department	508-393-5010	Plumbing, Gas, Electrical Permits	Building Department	508-393-5010
Burning Permits	<i>Fire Headquarters, 11 Pierce St.</i>	508-393-1537	Property Info, Assessments, Record Cards	Assessors	508-393-5005
Business Certificates	Town Clerk	508-393-5001	Raffle Permits	Town Clerk	508-393-5001
Cable Access	Cable Access Director	508-393-6195	Recreation Program	Recreation	508-393-5034
Cemetery Graves	Cemetery Superintendent	508-393-5031	Recycling Information/Bins	Engineering	508-393-5015
Census	Town Clerk	508-393-5001	Residents Listing Book	Town Clerk	508-393-5001
Class I, II, III Licenses	Administration	508-393-5040	Rubbish Collection	Engineering	508-393-5015
Common Victualler Licenses	Administration	508-393-5040	School-Age Child Care	NEDP	508-393-7020
Conservation Issues	Engineering	508-393-5015	School Administration	<i>Supt., 53 Parkerville Rd., Southboro</i>	508-486-5115
Counseling	Family & Youth Services	508-393-5020	Senior Center Information	<i>Senior Center, 119 Bearfoot Road</i>	508-393-5035
Death Certificates	Town Clerk	508-393-5001	Septic System Installations	Board of Health	508-393-5009
Dog Issues	Dog Officer	508-842-8208	Site Plans	Planning	508-393-5019
Dog Licenses/Fine Payments	Town Clerk	508-393-5001	Street/Sidewalk Issues	Department of Public Works	508-393-5030
Earth Removal Issues	Engineering	508-393-5015	Subdivision Plans	Planning	508-393-5019
Economic Development	Administration	508-393-5040	Swimming Pool Permits	Building Department	508-393-5010
Employment Opportunities	Administration	508-393-5040	Tax Bill Payments	Treasurer/Collector	508-393-5045
Excise Bill Payments	Treasurer/Collector	508-393-5045	Tax Exemptions	Assessors	508-593-5005
Firearm Permits	<i>Police Headquarters, 211 Main St.</i>	508-393-1515	Town Code/Town Bylaws	Town Clerk	508-393-5001
Fishing/Hunting Licenses	Town Clerk	508-393-5001	Town Web Information	MIS/GIS	508-393-1525
Food Service Permits	Board of Health	508-393-5009	Vaccination Information	Board of Health	508-393-5009
Groundwater Issues	Engineering	508-393-5015	Veterans Information	Veterans Agent	508-393-5024
Library Services	<i>Library, 34 Main Street</i>	508-393-5025	Voter Registration	Town Clerk	508-393-5001
Liquor Licenses	Administration	508-393-5040	Water/Sewer Bill Payments	Department of Public Works	508-393-5030
Marriage Licenses	Town Clerk	508-393-5001	Wood Stove Permits	Building Department	508-393-5010
Motor Vehicle Abatements	Assessors	508-393-5005	ZBA Special Permits/Variances	Planning	508-393-5019
Motor Vehicle Excise Questions	Assessors	508-393-5005			
Park/Field Usage	Recreation	508-393-5034			
Passports	Town Clerk	508-393-5001			

