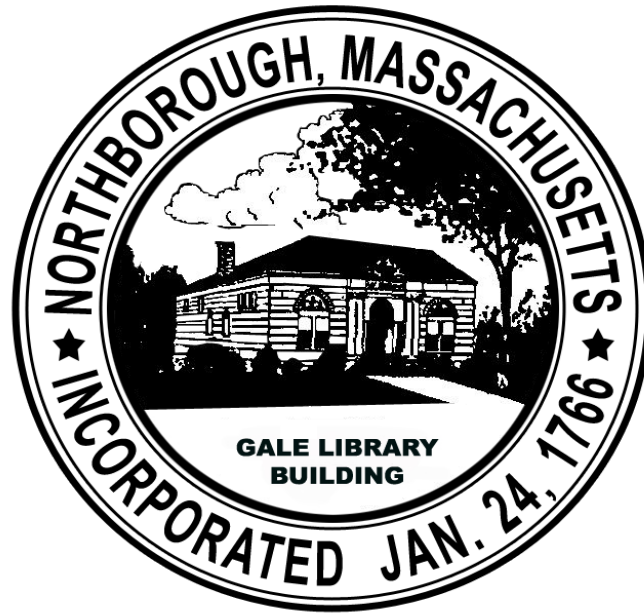


Town of Northborough



Annual Town Meeting
April 22, 2024

Warrant Supplement & Reference Material

2024 ANNUAL TOWN MEETING INTRODUCTION

On the following pages you will find the Articles from the posted Warrant for the 2024 Annual Town Meeting. In addition to the Articles themselves, the motions that are intended to be made at Town Meeting, as of the date of printing of this document, are also included. Some of the motions may reflect changes since the time the Warrant was posted, as this document follows the culmination of review by the various Town Boards & Committees.

The Warrant sets the format for Annual Town Meeting, which commences on the fourth Monday in April (April 22, 2024, at 6:00 p.m. at the Algonquin Regional High School). This year's Warrant is composed of 65 Articles. An Article is the mechanism by which residents are asked to consider some form of action during Town Meeting. For example, Article 6 asks residents to consider acceptance of the Northborough School K-8 operational budget. Following some Articles, you will find a brief explanation (unless it is self-explanatory). Motions will be made at Town Meeting to move each Article to initiate discussion and voting.

Included with this year's Warrant is a summary of the Town's operational budget, a summary of revenues and expenditures for the Town and Schools and the reports and recommendations of the Appropriations Committee and the Financial Planning Committee.

I wish to recognize the efforts of the Town's Boards, Committees, Commissions and Town Departments in contributing to the preparation of the FY2025 Budget and the drafting of the Warrant.

Respectfully submitted,

Timothy P. McInerney
Town Administrator

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TOWN OF NORTHBOROUGH
ANNUAL TOWN MEETING WARRANT
APRIL 22, 2024
6:00 P.M.

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 22nd day of April 2024 at 6:00 p.m., to act on the following warrant articles:

ARTICLE 1: Appointing Deputy Moderator

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

MOTION ARTICLE 1: Appointing Deputy Moderator

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

ARTICLE 2: Compensating Balance Agreement

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

- This Article provides authorization for the Town to enter into a compensating balance agreement to obtain banking services. A compensating balance is an arrangement by which a town maintains municipal funds on deposit in return for banking services. Under such an arrangement, the earnings retained by the bank on the account balances “compensate” the bank for the services provided.

MOTION ARTICLE 2: Compensating Balance Agreement

I move the Town vote to authorize the Treasurer, with the approval of the Select Board, to enter into a Compensating Balance Agreement or Agreements pursuant to Massachusetts General Laws, Chapter 44, Section 53F.

ARTICLE 3: Prior Years’ Bills

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

- Town Meeting action is required to pay bills incurred in prior fiscal years. This Article provides authorization for the Town to pay four bills for goods and services that were incurred in the prior fiscal year.

MOTION ARTICLE 3: Prior Years’ Bills

I move that the Town vote to transfer from the FY2024 health insurance budget the sum of One Thousand Four Hundred Eighty-One Dollars (\$1,481) to pay one bill totaling six hundred sixty-six dollars (\$666) to Town of Grafton for prior fiscal year Veterans’ District Administration services and three bills totaling Eight Hundred Fifteen Dollars (\$815) to Community Advocate for prior fiscal year Planning Board advertising fees.

ARTICLE 4: Town Budget

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Twenty-Six Million Four Hundred Forty-Five Thousand Seven Hundred Eighty-Eight Dollars (\$26,445,788) for Town Government as displayed in the warrant booklet, and to meet said appropriation, the following sums available for appropriation be transferred:

From:

Transfer from Cemetery Sale of Lots	\$ 14,250
Transfer from Cemetery Trust Income	\$ 25,842
Transfer from Debt Exclusion Premium Reserve	\$ 454
Transfer from DPU Transportation Fund	\$ 2,982
Transfer from Conservation Commission Fees	\$ 175
Transfer from Fire Emergency Medical Services	\$377,861
Revolving Fund	
Transfer from Recreation Revolving Fund	\$100,000
Transfer from Animal Control Revolving Fund	\$ 30,600
Transfer from PEG Access Cable Related Fund	\$300,847
Transfer from Medicare Part D Subsidy	\$ 84,632
Transfer from Free Cash	\$500,000

for a total of One Million Four Hundred Thirty-Seven Thousand Six Hundred Forty-Three Dollars (\$1,437,643) and that the sum of Twenty-Five Million Eight Thousand One Hundred Forty-Five Dollars (\$25,008,145) be raised by taxation.

MOTION ARTICLE 4: Town Budget

I move the Town vote to raise and appropriate and transfer from available funds the sum of Twenty-Six Million Four Hundred Forty-Five Thousand Seven Hundred Eighty-Eight Dollars (\$26,445,788) for Town Government as displayed in the warrant booklet distributed at this Town Meeting, and to meet said appropriation, the following sums available for appropriation be transferred:

From:

Transfer from Cemetery Sale of Lots	\$ 14,250
Transfer from Cemetery Trust Income	\$ 25,842
Transfer from Debt Exclusion Premium Reserve	\$ 454
Transfer from DPU Transportation Fund	\$ 2,982
Transfer from Conservation Commission Fees	\$ 175
Transfer from Fire Emergency Medical Services Revolving Fund	\$377,861
Transfer from Recreation Revolving Fund	\$100,000
Transfer from Animal Control Revolving Fund	\$ 30,600
Transfer from PEG Access Cable Related Fund	\$300,847
Transfer from Medicare Part D Subsidy	\$ 84,632
Transfer from Free Cash	\$500,000

For a total of One Million Four Hundred Thirty-Seven Thousand Six Hundred Forty-Three Dollars (\$1,437,643) and that the sum of Twenty-Five Million Eight Thousand One Hundred Forty-Five Dollars (\$25,008,145) be raised by taxation.

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

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of Six Million Nine Hundred Seventy-Three Thousand Three Hundred Thirty-Seven Dollars (\$6,973,337) for Water, Sewer and Solid Waste Funds as displayed below for the operation of the Water, Sewer and Solid Waste Utilities, and to meet said appropriation, the following sums available for appropriation be transferred:

From:	Water Fund Free Cash	\$ 210,441
	Solid Waste Fund Free Cash	\$ 175,650

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy	\$597,000
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for a total of Nine Hundred Eighty-Three Thousand Ninety-One Dollars (\$983,091) and that the sum of Five Million Nine Hundred Ninety Thousand Two Hundred Forty-Six Dollars (\$5,990,246) be financed from Water, Sewer, and Solid Waste Revenues, with said sums to be allocated as follows:

Water Fund	\$2,910,441
Sewer Fund	\$2,760,246
Solid Waste	\$1,302,650
Total	\$6,973,337

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

I move the Town vote to raise and appropriate and transfer from available funds the sum of Six Million Nine Hundred Seventy-Three Thousand Three Hundred Thirty-Seven Dollars (\$6,973,337) for Water, Sewer and Solid Waste Funds as displayed in Article 5 of the warrant for the operation of the Water, Sewer and Solid Waste Utilities, in the amounts Two Million Nine Hundred Ten Thousand Four Hundred Forty-One Dollars (\$2,910,441) for the Water Fund, Two Million Seven Hundred Sixty Thousand Two Hundred Forty-Six Dollars (\$2,760,246) for the Sewer Fund, and One Million Three Hundred Two Thousand Six Hundred Fifty Dollars (\$1,302,650) for the Solid Waste Fund; and to meet said appropriation, the following sums available for appropriation be transferred:

From:	Water Fund Free Cash	\$ 210,441
	Solid Waste Fund Free Cash	\$ 175,650

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy	\$ 597,000
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for a total of Nine Hundred Eighty-Three Thousand Ninety-One Dollars (\$983,091) and that the sum of Five Million Nine Hundred Ninety Thousand Two Hundred Forty-Six Dollars (\$5,990,246) be financed from Water, Sewer, and Solid Waste Revenues.

ARTICLE 6: Northborough K-8 Schools Budget

To see if the Town will vote to raise and appropriate by taxation the sum of Twenty-Nine Million One Hundred Nineteen Thousand Five Hundred Ninety-Seven Dollars (\$29,119,597) for the operation of the Northborough Public Schools, or take any action relative thereto.

MOTION ARTICLE 6: Northborough K-8 Schools Budget

I move the Town vote to raise and appropriate by taxation the sum of Twenty-Nine Million One Hundred Nineteen Thousand Five Hundred Ninety-Seven Dollars (\$29,119,597) for the operation of the Northborough Public Schools.

ARTICLE 7: Algonquin Regional High School Budget

To see if the Town will vote to raise and appropriate by taxation the sum of Fifteen Million One Hundred Ninety-Three Thousand Eight Hundred Forty-Seven Dollars (\$15,193,847) for Northborough’s share of the assessment for the operation and debt service of the Northborough-Southborough Regional School District, or take any action relative thereto.

MOTION ARTICLE 7: Algonquin Regional High School Budget

I move the Town vote to raise and appropriate by taxation the sum of Fifteen Million One Hundred Ninety-Three Thousand Eight Hundred Forty-Seven Dollars (\$15,193,847) for Northborough’s share of the assessment for the operation and debt service of the Northborough-Southborough Regional School District..

ARTICLE 8: Assabet Valley Regional Vocational School District Budget

To see if the Town will vote to raise and appropriate by taxation the sum of One Million Four Hundred Nine Thousand One Hundred Eighty-Six Dollars (\$1,409,186) for Northborough’s share of the assessment for the operation and debt service of the Assabet Valley Regional Vocational School District, or take any action relative thereto.

MOTION ARTICLE 8: Assabet Valley Regional Vocational School District Budget

I move the Town vote to raise and appropriate by taxation the sum of One Million Four Hundred Nine Thousand One Hundred Eighty-Six Dollars (\$1,409,186) for Northborough’s share of the assessment for the operation and debt service of the Assabet Valley Regional Vocational School District.

ARTICLE 9: Establishment of Stabilization Fund by Assabet Valley Regional Vocational School District

To see if the Town will vote to approve the Assabet Valley Regional Vocational Technical School Committee’s vote on **January 9, 2024**, to establish a Stabilization Fund for the Assabet Valley Regional Vocational Technical School District, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further set up an operational line item to be created to transfer available monies into said Stabilization Fund; or take any other action relative thereto.

- This Article provides for a contribution to the Stabilization Fund, or general savings account, for the Assabet Valley Regional Vocational School District.

MOTION ARTICLE 9: Establishment of Stabilization Fund by Assabet Valley Regional Vocational School District

I move the Town vote to approve the Assabet Valley Regional Vocational Technical School Committee’s vote on **January 9, 2024**, to establish a Stabilization Fund for the Assabet Valley Regional Vocational Technical School District, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws.

ARTICLE 10: Revolving Funds Authorization of Expenditure Limits

To see if the Town will vote to authorize revolving fund annual expenditure limits for Fiscal Year 2025 as shown in the table below:

Revolving Fund	Annual Expenditure Limit
Fire Department (EMS and Haz Mat)	\$750,000
Animal Control	\$50,000
Family & Youth Services	\$20,000
Council on Aging	\$300,000
Community Affairs	\$20,000
Library	\$20,000
Health Department	\$150,000

or take any other action relative thereto.

- Pursuant to the Town’s Revolving Fund Bylaw (Code § 1-56-051) and the provisions of Massachusetts General Laws Chapter 44, Section 53E½, an annual vote is required to establish expenditure limits for the revolving funds. The Recreation Department revolving fund is authorized under Massachusetts General Laws Chapter 44, Section 53D, and does not require annual reauthorization.

MOTION ARTICLE 10: Revolving Funds Authorization of Expenditure Limits

I move the Town vote to authorize revolving fund annual expenditure limits for Fiscal Year 2025 as shown in the table in the warrant and the warrant supplement distributed at this Town Meeting.

ARTICLE 11: Appropriations Committee Reserve Fund

To see if the Town will vote to appropriate the sum of One Hundred Seventy-Five Thousand Dollars (\$175,000) for a Reserve Fund to provide for extraordinary or unforeseen expenditures in accordance with Massachusetts General Laws Chapter 40, Section 6, and to meet said appropriation the sum of One Hundred Seventy-Five Thousand Dollars (\$175,000) be transferred from Free Cash or take any action relative thereto.

- This Article provides the Town operations with an option for the funding of extraordinary or unforeseen expenditures during the year.

MOTION ARTICLE 11: Appropriations Committee Reserve Fund

I move the Town vote to appropriate the sum of One Hundred Seventy-Five Thousand Dollars (\$175,000) from Free Cash to the Reserve Fund to provide for extraordinary or unforeseen expenditures.

ARTICLE 12: Adoption of Provisions of Building Rental Fund for 4 West Main Street

To see if the Town will vote to adopt the provisions of MGL Chapter 40 Section 3, which allow for the balances of rental receipts remaining at the end of a fiscal year in the building rental fund established for 4 West Main Street to remain in the fund to be expended without further appropriation for the upkeep and maintenance of the building.

- Rental receipts for 4 West Main Street are currently maintained in an account and the receipts may be expended by the Select Board during the year for the upkeep of the property. At present, any balance remaining in the account at the end of the fiscal year goes into the general fund. This Article would allow for the account balance to carry over to the next fiscal year rather than close to the general fund

MOTION ARTICLE 12: Adoption of Provisions of Building Rental Fund for 4 West Main Street

I move the Town vote to adopt the provisions of MGL Chapter 40 Section 3, which allow for the balances of rental receipts remaining at the end of a fiscal year in the building rental fund established for 4 West Main Street to remain in the fund to be expended without further appropriation for the upkeep and maintenance of the building.

ARTICLE 13: Stabilization Fund Contribution

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

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

MOTION ARTICLE 13: Stabilization Fund Contribution

I move the Town vote to appropriate the sum of Two Hundred Thousand Dollars (\$200,000) from Free Cash to the Stabilization Fund for transfer in Fiscal Year 2024.

ARTICLE 14: Senior Tax Relief

To see if the Town will vote:

- A. To accept section 5C ½ of Chapter 59 of the Massachusetts General Laws for the purpose of allowing a real estate tax exemption, up to 100 percent, for all persons who qualify for property tax exemptions under the clauses listed in the first paragraph of section 5 of Chapter 59, or take any action relative thereto.
- B. To increase the maximum qualifying gross receipts that seniors (persons 65 or older) may have in the prior calendar year to be eligible to defer property taxes under Massachusetts General Laws Chapter 59, section 5, clause 41A to \$69,000, or take any action relative thereto.

- C. To adjust the exemption authorized under Massachusetts General Laws, Chapter 59, Section 5K, concerning the so-called “Senior Work-Off Program” under which seniors may reduce their property tax liability in exchange for services provided to the Town by allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than the statutory dollar amount of \$2,000, or take any action relative thereto.

MOTION ARTICLE 14: Senior Tax Relief

I move the Town vote to accept section 5C ½ of Chapter 59 of the Massachusetts General Laws for the purpose of allowing a real estate tax exemption, up to 100 percent, for all persons who qualify for property tax exemptions under the clauses listed in the first paragraph of section 5 of Chapter 59, and to increase the maximum qualifying gross receipts that seniors (persons 65 or older) may have in the prior calendar year to be eligible to defer property taxes under Massachusetts General Laws Chapter 59, section 5, clause 41A to \$69,000 and to adjust the exemption authorized under Massachusetts General Laws, Chapter 59, Section 5K, concerning the so-called “Senior Work-Off Program” under which seniors may reduce their property tax liability in exchange for services provided to the Town by allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than the statutory dollar amount of \$2,000, or whichever is more.

ARTICLE 15: Appropriation of Funds for Legal Settlement for Marlborough Sewer Case

To see if the Town will vote to appropriate a sum of money for payment toward the settlement of the sewer use fee litigation with the City of Marlborough in Worcester Superior Court, Civil Action No. 1685CV01772, including the entry of a legal judgment against the Town, and to meet said appropriation the sum be transferred from Sewer Enterprise Free Cash, such appropriation to be available for expenditure in Fiscal Year 2024, or take any other action relative thereto.

- The Town has been in litigation with the City of Marlborough following the 2010 expiration of the Intermunicipal Agreement (IMA) governing the Town’s use of the Westerly Sewer Treatment Plant located in Marlborough. The Town and City continued following the terms of the expired IMA whereby the Town paid an operating assessment for its share of the sewage processed at the plant until the City adopted an “out-of-city” rate and applied it to the Town’s use in 2015. The Town objected to the method, did not pay the fees, and instead continued paying estimated payments under the terms of the expired agreement with the hope agreement over a successor IMA could be reached. The City pursued a lawsuit against the Town to enforce its billed amounts. If a judgment is rendered or a settlement can be reached, the Town’s Sewer Free Cash should be applied to pay for it, as the Town has set its Sewer rates and retained Sewer Enterprise Fund balance in anticipation of the judgement and/or settlement.

MOTION ARTICLE 15: Appropriation of Funds for Legal Settlement for Marlborough Sewer Case

I move the Town vote to pass over this Article.

ARTICLE 16 (CIP): Police – Police Cruiser Replacements

To see if the Town will vote to appropriate the sum of One Hundred Forty Thousand Dollars (\$140,000) for the use of the Police Department for the purchase of two new police vehicles, and to meet said appropriation the sum of One Hundred Forty Thousand Dollars (\$140,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the purchase of two replacement patrol vehicles. This article supports the continued annual replacement of police vehicles on an established schedule of three vehicles one year, then two the next.

MOTION ARTICLE 16 (CIP): Police – Police Cruiser Replacements

I move the Town vote to appropriate the sum of One Hundred Forty Thousand Dollars (\$140,000) for the use of the Police Department for the purchase of two new police vehicles, and to meet said appropriation the sum of One Hundred Forty Thousand Dollars (\$140,000) be transferred from Free Cash for expenditure in Fiscal Year 2024.

ARTICLE 17 (CIP): Fire – Rescue 1 Replacement

To see if the Town will vote to appropriate the sum of One Million Two Hundred Fifty Thousand Dollars (\$1,250,000) for the use of the Fire Department for the purchase of new rescue truck, and to meet said appropriation the sum of One Million Two Hundred Fifty Thousand Dollars (\$1,250,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the replacement of a 2004 rescue pumper. It was designed to perform many functions, however, due to the design it is overloaded and overtasked. This proposal is to purchase a true rescue truck designed and equipped to function as a rescue truck.

MOTION ARTICLE 17 (CIP): Fire – Rescue 1 Replacement

I move the Town vote to appropriate One Million Two Hundred Fifty Thousand Dollars (\$1,250,000) for the purchase of a new rescue truck for the Fire Department; and to meet this appropriation Four Hundred Ninety Two Thousand Nine Hundred Twenty Dollars (\$492,920) shall be transferred from Free Cash, Eleven Thousand Two Hundred Thirty Eight Dollars (\$11,238) shall be transferred from Premium Reserve, and Seven Hundred Forty Five Thousand Eight Hundred Forty Two Dollars (\$745,842) shall be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(1) or any other enabling authority, and the Treasurer, with the approval of the Select Board, shall be authorized to issue bonds or notes therefor.

ARTICLE 18 (CIP): DPW/FACILITIES – Facilities HVAC Upgrades/Modernization

To see if the Town will vote to appropriate the sum of Two Hundred Fifty Thousand Dollars (\$250,000) for the use of the Department of Public Works to fund the replacement of select heating, ventilation, and air conditioning equipment at the Police Station, Library and Senior Center, and to meet said appropriation the sum of Two Hundred Fifty Thousand Dollars (\$250,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the replacement of portions of the HVAC systems at the Police Station, Library, and Senior Center. As noted in the 2023 Facility Condition Assessment, there are several systems well past their useful life. Completing these replacements will ensure that potential future issues are addressed in a proactive manner. Thus, preventing the need for costly emergency repairs and/or the risk of additional damage caused by down systems.

MOTION ARTICLE 18 (CIP): DPW/FACILITIES – Facilities HVAC Upgrades/Modernization

I move the Town vote to appropriate the sum of Two Hundred Fifty Thousand Dollars (\$250,000) for the use of the Department of Public Works to fund replacement of select heating, ventilation, and air conditioning equipment at the Police Station, Library and Senior Center and to meet said appropriation of Two Hundred Fifty Thousand Dollars (\$250,000) be transferred from Free Cash for expenditure in Fiscal Year 2024.

ARTICLE 19 (CIP): DPW/FACILITIES – Police Station Siding Replacement

To see if the Town will vote to appropriate the sum of Five Hundred Forty Thousand Dollars (\$540,000) for the use of the Department of Public Works to fund the replacement of exterior building siding and trim at the Police Station building, and to meet said appropriation the sum of Five Hundred Forty Thousand Dollars (\$540,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the replacement of the building exterior at the Police Station building. Replacing deteriorating exterior materials is essential for safeguarding structural integrity and improving the energy efficiency of the building. This Article includes \$70,000 to be re-appropriated in from Article 16 of the 2023 Annual Town Meeting.

MOTION ARTICLE 19 (CIP): DPW/FACILITIES – Police Station Siding Replacement

I move the Town vote to appropriate the sum of Five Hundred Forty Thousand Dollars (\$540,000) for the use of the Department of Public Works to fund replacement of exterior building siding and trim at the Police Station building and to meet said appropriation transfer Four Hundred Seventy Thousand Dollars (\$470,000) from Free Cash for expenditure in Fiscal Year 2024 and Seventy Thousand Dollars (\$70,000) from the surplus balance in Article 16 from the April 2023 Annual Town Meeting for expenditure in Fiscal Year 2024.

ARTICLE 20 (CIP): DPW/FACILITIES – Fire Station Brick Repointing and Sealing

To see if the Town will vote to appropriate the sum of Eighty Thousand Dollars (\$80,000) for the use of the Department of Public Works to fund brick repointing and sealing at the Fire Station building, and to meet said appropriation the sum of Eighty Thousand Dollars (\$80,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for repointing and sealing of the bricks at the Fire Station at 11 Pierce Street. Repointing will restore the facade's strength and prevent future damage from water intrusion. Sealing the brick facade serves as an additional protective barrier against future moisture infiltration.

MOTION ARTICLE 20 (CIP): DPW/FACILITIES – Fire Station Brick Repointing and Sealing

I move the Town vote to appropriate the sum of Eighty Thousand Dollars (\$80,000) for the use of the Department of Public Works to fund brick repointing and sealing at the Fire Station building and to meet said appropriation of Eighty Thousand Dollars (\$80,000) be transferred from Free Cash for expenditure in Fiscal Year 2024.

ARTICLE 21 (CIP): DPW/HIGHWAY – Road Improvements and Maintenance

To see if the Town will vote to appropriate the sum of Three Hundred Ten Thousand Dollars (\$310,000) for Road Improvements and Maintenance, and to meet said appropriation the sum of Three Hundred Ten Thousand Dollars (\$310,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds in addition to the State’s Chapter 90 transportation funding to maintain current road conditions in accordance with the Pavement Management Plan.

MOTION ARTICLE 21 (CIP): DPW/HIGHWAY – Road Improvements and Maintenance

I move the Town vote to appropriate the sum of Three Hundred Ten Thousand Dollars (\$310,000) for Road Improvements and Maintenance, and to meet said appropriation the sum of Three Hundred Ten Thousand Dollars (\$310,000) be transferred from Free Cash for expenditure in Fiscal Year 2024.

ARTICLE 22 (CIP): DPW/HIGHWAY – Enclosed Public Health Trailer

To see if the Town will vote to appropriate the sum of Ninety-Five Thousand Dollars (\$95,000) for the use of the Department of Public Works for the purchase of an enclosed public health trailer, and to meet said appropriation the sum of Ninety-Five Thousand Dollars (\$95,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the purchase of a new enclosed trailer. The current enclosed trailer serves as an emergency facility with power, temperature control, cabinetry, and lighting. The new trailer will provide improved service for community events and activities such as elections, Applefest, health clinics, and other Town events.

MOTION ARTICLE 22 (CIP): DPW/HIGHWAY – Enclosed Public Health Trailer

I move the Town vote to appropriate the sum of Ninety-Five Thousand Dollars (\$95,000) for the use of the Department of Public Works for the purchase of an enclosed public health trailer, and to meet said appropriation the sum of Ninety-Five Thousand Dollars (\$95,000) be transferred from Free Cash for expenditure in Fiscal Year 2024.

ARTICLE 23 (CIP): DPW/HIGHWAY – Drainage/Sidewalk Improvement Program

To see if the Town will vote to appropriate the sum of Three Hundred Thousand Dollars (\$300,000) for the use of the Department of Public Works to fund the repair and replacement of drainage and/or sidewalks, and to meet said appropriation the sum of Three Hundred Thousand Dollars (\$300,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for repair and replacement of failing drainage and sidewalk infrastructure. The specific work funded herein will be derived through engineering analysis and may also vary based upon emergency needs.

MOTION ARTICLE 23 (CIP): DPW/HIGHWAY – Drainage/Sidewalk Improvement Program

I move the Town vote to appropriate the sum of Three Hundred Thousand Dollars (\$300,000) for the use of the Department of Public Works to fund the repair and replacement of drainage and/or sidewalks, and to meet said appropriation the sum of Three Hundred Thousand Dollars (\$300,000) be transferred from Overlay Surplus for expenditure in Fiscal year 2024.

ARTICLE 24 (CIP): DPW/HIGHWAY– Bucket Truck

To see if the Town will vote to appropriate the sum of Three Hundred Thirty Thousand Dollars (\$330,000) for the use of the Department of Public Works for the purchase of a bucket truck, and to meet said appropriation the sum of Three Hundred Thirty Thousand Dollars (\$330,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds the purchase of a bucket truck to replace a 2010 model 30,000-pound GVW bucket truck that is used by the Highway and Tree Divisions. As part of this capital item the existing vehicle chassis will be repurposed to extend its useful life.

MOTION ARTICLE 24 (CIP): DPW/HIGHWAY – Bucket Truck

I move the Town vote to appropriate the sum of Three Hundred Thirty Thousand Dollars (\$330,000) for the use of the Department of Public Works for the purchase of a bucket truck, and to meet said appropriation the sum of Three Hundred Thirty Thousand Dollars (\$330,000) be transferred from Free Cash for expenditure in Fiscal Year 2024.

ARTICLE 25 (CIP): DPW/HIGHWAY – Sidewalk Plow Replacement

To see if the Town will vote to appropriate the sum of Three Hundred Thousand Dollars (\$300,000) for the use of the Department of Public Works for the purchase of a sidewalk plow, and to meet said appropriation the sum of Three Hundred Thousand Dollars (\$300,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the purchase of a sidewalk plow to replace a 2012 model sidewalk plow with various attachments that is used by the Highway Division. As part of this capital item the existing equipment will be traded in.

MOTION ARTICLE 25 (CIP): DPW/HIGHWAY – Sidewalk Plow Replacement

I move the Town vote to appropriate the sum of Three Hundred Thousand Dollars (\$300,000) for the use of the Department of Public Works for the purchase of a sidewalk plow, and to meet said appropriation the sum of Three Hundred Thousand Dollars (\$300,000) be transferred from Overlay Surplus for expenditure in Fiscal Year 2024.

ARTICLE 26 (CIP): DPW/HIGHWAY – Hook Lift Truck

To see if the Town will vote to appropriate the sum of Zero Dollars (\$0) for the use of the Department of Public Works for the purchase of a hook lift truck, and to meet said appropriation the sum of Zero Dollars (\$0) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- The intent is to pass over this Article this year.

MOTION ARTICLE 26 (CIP): DPW/HIGHWAY – Hook Lift Truck

I move the Town vote to pass over this article.

ARTICLE 27 (CIP): DPW/WATER – One-Ton Utility Truck with Plow Replacement

To see if the Town will vote to appropriate the sum of One Hundred Forty Thousand Dollars (\$140,000) for the use of the Department of Public Works for the purchase of a one-ton utility body truck with plow, and to meet said appropriation the sum of One Hundred Forty Thousand Dollars (\$140,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the purchase of a utility body truck to replace a 2014 model one-ton utility body truck that is used by the Water and Sewer Divisions. As part of this capital item the existing vehicle will be transferred to the Northborough/Southborough Regional School District.

MOTION ARTICLE 27 (CIP): DPW/WATER/SEWER – One-Ton Utility Truck with Plow Replacement

I move the Town vote to appropriate the sum of One Hundred Forty Thousand Dollars (\$140,000) for the use of the Department of Public Works for the purchase of a bucket truck, and to meet said appropriation the sum of Seventy-Two Thousand Dollars (\$72,000) shall be transferred from Water Enterprise Fund Free Cash, the sum of Forty-Eight Thousand Dollars (\$48,000) shall be transferred from Sewer Enterprise Fund Free Cash and Twenty Thousand Dollars (\$20,000) from Water Enterprise Revenues.

ARTICLE 28 (CIP): DPW/SEWER – Inflow & Infiltration (I&I) Mitigation

To see if the Town will vote to appropriate the sum of Three Hundred Eighty Thousand Dollars (\$380,000) to perform the third year of inflow and infiltration elimination from the sanitary sewer system, and to meet said appropriation the sum of Three Hundred Eighty Thousand Dollars (\$380,000) be raised by taxation, transferred from available funds, borrowed or otherwise appropriated.

- This Article provides funds to remove non-sanitary flows from the sewer system as mandated by MassDEP under 314 CMR 12.04. The Town has a comprehensive 15-year inflow and infiltration elimination plan, and this is the third year of implementation. For each gallon of storm/groundwater that is removed from the sewer system, that is one less gallon that must be treated and one more gallon of capacity available for future use.

MOTION ARTICLE 28 (CIP): DPW/SEWER – Inflow & Infiltration (I&I) Mitigation

I move that the Town vote to appropriate the sum of Three Hundred Eighty Thousand Dollars (\$380,000) to perform the third year of inflow and infiltration elimination from the sanitary sewer system, and to meet said appropriation the sum of Three Hundred Seventy-Two Thousand Three Hundred Ninety-Nine Dollars (\$372,399) be transferred from Sewer Enterprise Free Cash for expenditure in Fiscal Year 2024 and Seven Thousand Six Hundred One Dollars (\$7,601) be transferred from Sewer Premium Reserve for expenditure in Fiscal Year 2024.

ARTICLE 29 (CIP): PEASLEE ELEMENTARY – Asbestos Encapsulation – Chimney

To see if the Town will vote to appropriate the sum of Thirty Thousand Dollars (\$30,000) for the encapsulation of chimney ductwork at the Marguerite E. Peaslee Elementary School, including all costs incidental and related to be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- During the District’s 3-year Asbestos Hazard Emergency Response Act (AHERA) inspection and report, Hub Environmental Testing, Inc., identified the sheathing around the boiler chimney at the Marguerite E. Peaslee School is compromised and needs to be stabilized and rewrapped per AHERA regulations. This is a new project for the FY25 Capital Plan and requires our immediate attention. The estimated cost is \$30,000 and includes consultation services for AHERA compliance and the construction of the sheathing to secure the encapsulation. The goal of the project will be to provide compliance and safety to the boiler space.

MOTION ARTICLE 29 (CIP): PEASLEE ELEMENTARY – Asbestos Encapsulation – Chimney

I move the Town vote to appropriate the sum of Thirty Thousand Dollars (\$30,000) for the encapsulation of chimney ductwork at the Marguerite E. Peaslee Elementary School, and to meet said appropriation the sum of Thirty Thousand Dollars (\$30,000) be transferred from Free Cash for expenditure in Fiscal Year 2024.

ARTICLE 30 (CIP): MELICAN MIDDLE – Hot Water System Upgrade

To see if the Town will vote to appropriate the sum of Thirty Thousand Dollars (\$30,000) for upgrades to the hot water system at Melican Middle School, including all costs incidental and related, and to meet said appropriation transfer from the surplus balance in Article 28 from the April 2011 Annual Town Meeting for Robert E. Melican Middle School Green Repairs.

- The Public Schools of Northborough identified that the valving system for the Robert E. Melican Middle School hot water system is original to the 1971 construction. The ability to modulate the mixing valve is compromised and needs to be brought up to code from cast iron to copper and bronze piping, valves, and fittings. The replacement provides the ability to control the temperature of hot water to all Robert E. Melican Middle School fixtures.

MOTION ARTICLE 30 (CIP): MELICAN MIDDLE – Hot Water System Upgrade

I move the Town vote to appropriate the amount of Thirty Thousand Dollars (\$30,000) for upgrades to the hot water system at Robert E. Melican Middle School and to meet said appropriation transfer Thirty Thousand

Dollars (\$30,000) from the surplus balance in Article 28 from the April 2011 Annual Town Meeting for Robert E. Melican Middle School Green Repairs for expenditure in Fiscal Year 2024.

ARTICLE 31 (CIP): MELICAN MIDDLE – Pneumatic Control Repairs

To see if the Town will vote to appropriate the sum of Seventy-Two Thousand Dollars (\$72,000) for repairs to the pneumatic controls at the Robert E. Melican Middle School, including all costs incidental and related, and to meet said appropriation transfer from the surplus balance in Article 28 from the April 2011 Annual Town Meeting for Robert E. Melican Middle School Green Repairs.

- The Public Schools of Northborough has identified the air pressure-based pneumatic control needs restoration. The air pressure provided to each univent heating unit controls the outside air dampers and hot water valves that support the heating system. By restoring the air pressure to consistent levels, the system will work more efficiently and can be calibrated to support a more comfortable learning environment. The restoration of air pressure to the three floors of Robert E. Melican Middle School will add efficiency and comfort to the building.

MOTION ARTICLE 31 (CIP): MELICAN MIDDLE – Pneumatic Control Repairs

I move the Town vote to appropriate the amount of Seventy-Two Thousand Dollars (\$72,000) for repairs to the pneumatic controls at Robert E. Melican Middle School and to meet said appropriation transfer Seventy-Two Thousand Dollars (\$72,000) from the surplus balance in Article 28 from the April 2011 Annual Town Meeting for Robert E. Melican Middle School Green Repairs for expenditure in Fiscal Year 2024.

ARTICLE 32 (CIP): Feasibility Study for Marguerite E. Peaslee Elementary School

To see if the Town will vote to appropriate, borrow, or transfer from available funds, an amount of money to be expended under the direction of the Marguerite E. Peaslee School Building Committee for a feasibility study for the options related to renovating or rebuilding the Marguerite E. Peaslee Elementary School at 31 Maple Street, Northborough, MA, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority (MSBA), with the Town’s acknowledgement 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.

- The Massachusetts School Building Authority (the “MSBA”) Board of Directors has voted to invite the Statement of Interest (the “SOI”) for the Marguerite E. Peaslee Elementary School in the Town of Northborough into the MSBA’s Eligibility Period. The invitation for the Marguerite E. Peaslee Elementary School is for grades Kindergarten through Grade 5 and the potential during the feasibility study phase to examine the reconfiguration of the Town’s elementary school grades to create districtwide grade spans for Pre-K through Grade 2 and Grades 3-5, resulting in two schools with Grades 3-5 including the Marguerite E. Peaslee Elementary School. The future plans for the renovation or rebuilding of the Peaslee School have been part of the Capital Plan for almost ten years. The estimated cost of a Feasibility Study is \$900,000. This study will provide the town

with the options of what to do with the aging capital asset. The Peaslee School was built in 1962 and has not been significantly renovated. It is clear through the analysis of major building systems including - HVAC, electrical, and plumbing that the Peaslee School is ready for modernization and enhancement.

MOTION ARTICLE 32 (CIP): Feasibility Study for Marguerite E. Peaslee Elementary School

I move that the Town of Northborough appropriate the sum of Nine Hundred Thousand (\$900,000) Dollars for the purpose of paying costs for a feasibility study for the options related to renovating or rebuilding the Marguerite E. Peaslee Elementary School at 31 Maple Street, Northborough, MA, including the payment of all costs incidental or related thereto, and for which the Town of Northborough may be eligible for a grant from the Massachusetts School Building Authority (MSBA), said amount to be expended under the direction of the Peaslee School Building Committee, and to meet this appropriation the Town Treasurer, with the approval of the Select Board, shall be authorized to borrow, in accordance with the provisions of M.G.L. Chapter 44, Section 7(1) or any other enabling authority, and the Treasurer, with the approval of the Select Board, shall be authorized to issue bonds or notes therefor.

ARTICLE 33: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Proctor Elementary School

To see if the Town will authorize the Select Board to lease all or a portion of the roof of Fannie E. Proctor Elementary School located at 26 Jefferson Road for a term of 20 years, upon such terms and conditions as are acceptable to the Select Board, to solar energy providers for the purposes of constructing, maintaining, and operating a solar facility on the property and to enter into a power purchase agreement with the solar energy providers; and further, to authorize the Select Board to grant an easement to National Grid and other utility companies and/or providers to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project, or take any other action in relation thereto.

- The Solar Feasibility Study Group and leadership team have identified the new Proctor Modified Bitumen EPDM roof system as a viable option for the installation of a 168 kW solar system. The request to enter into a lease and PPA is a new request for FY25. There is no outlay for the town as the construction of the solar system is built into the 20-year PPA, which in return will be energy efficient and cost savings to the school at approximately \$10,000 and would significantly reduce our carbon footprint. No funding is required to enter into a lease and PPA.

MOTION ARTICLE 33: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Proctor Elementary School

I move the Town vote to transfer the custody, care and control of the roof of Fannie E. Proctor Elementary School located at 26 Jefferson Road from the School Committee to the Select Board for the purpose of lease, and to authorize the Select Board to lease all or a portion of the roof for a term of 20 years, upon such terms and conditions as are acceptable to the Select Board, to a solar energy provider for the purposes of constructing, maintaining, and operating a solar facility on the property and entering into a power purchase agreement with the solar energy provider; and further, to authorize the Select Board to grant an easement to National Grid to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project; and to authorize the Select Board to take any and all action necessary to accomplish such transactions.

ARTICLE 34: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Lincoln Street Elementary School

To see if the Town will authorize the Select Board to lease all or a portion of the roof of Lincoln Street Elementary School located at 76 Lincoln Street for a term of 20 years, upon such terms and conditions as are acceptable to the Select Board, to solar energy providers for the purposes of constructing, maintaining, and operating a solar facility on the property and to enter into a Power Purchase Agreement (PPA) with the solar energy providers; and further, to authorize the Select Board to grant an easement to National Grid and other utility companies and/or providers to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project, or take any other action in relation thereto.

- The Solar Feasibility Study Group and leadership team have identified the metal roof sections at the Lincoln Street School as a viable option for the installation of a 237 kW solar system. The metal roof section was part of the 2016 renovation project. The request to enter into a lease and PPA is a new request for FY25. There is no outlay for the Town as the construction of the solar system is built into the 20-year PPA, which in return will be energy efficient and cost savings to the school at approximately \$15,000 per year and would significantly reduce our carbon footprint. No funding is required to enter into a lease and PPA.

MOTION ARTICLE 34: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Lincoln Street Elementary School

I move the Town vote to transfer the custody, care and control of the roof of Lincoln Street Elementary School located at 76 Lincoln Street from the School Committee to the Select Board for the purpose of lease, and to authorize the Select Board to lease all or a portion of the roof for a term of 20 years, upon such terms and conditions as are acceptable to the Select Board, to a solar energy provider for the purposes of constructing, maintaining, and operating a solar facility on the property and entering into a Power Purchase Agreement with the solar energy provider; and further, to authorize the Select Board to grant an easement to National Grid to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project; and to authorize the Select Board to take any and all action necessary to accomplish such transactions.

ARTICLE 35: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Zeh Elementary School

To see if the Town will authorize the Select Board to lease all or a portion of the roof of Marion E. Zeh Elementary School located at 33 Howard Street for a term of 20 years, upon such terms and conditions as are acceptable to the Select Board, to solar energy providers for the purposes of constructing, maintaining, and operating a solar facility on the property and to enter into a Power Purchase Agreement with the solar energy providers; and further, to authorize the Select Board to grant an easement to National Grid and other utility companies and/or providers to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project, or take any other action in relation thereto.

- The Marion E. Zeh Elementary School roof is an optimal location for a solar system. However, in order for a system to be installed the roof will need to be replaced. The Public Schools of Northborough with the support of the Select Board have submitted a Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) Accelerated Repair Program for a full roof replacement. If that SOI is accepted and a new roof is installed the Solar Feasibility Study Group and leadership team have identified that a new roof for the Marion E. Zeh School is a viable option. The roof replacement has been part of the Capital Plan since 2021, however, the solar proposal is new for the FY25 Capital Plan. There is no outlay for the town as the construction of the solar system is built into the 20-year PPA, which in return will be energy efficient and provide cost savings to the school at approximately \$10,000 per year and would significantly reduce our carbon footprint. No funding is required to enter into a lease and PPA. However, this is contingent upon the roof replacement project being completed.

MOTION ARTICLE 35: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Zeh Elementary School

I move the Town vote to transfer the custody, care and control of the roof of Marion E. Zeh Elementary School located at 33 Howard Street from the School Committee to the Select Board for the purpose of lease, and to authorize the Select Board to lease all or a portion of the roof for a term of 20 years, upon such terms and conditions as are acceptable to the Select Board, to a solar energy provider for the purposes of constructing, maintaining, and operating a solar facility on the property and entering into a Power Purchase Agreement with the solar energy provider; and further, to authorize the Select Board to grant an easement to National Grid to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project; and to authorize the Select Board to take any and all action necessary to accomplish such transactions.

ARTICLE 36: Consolidated Personnel Bylaw

To see if the Town will vote to amend the Consolidated Personnel Bylaw as shown in a supplemental handout entitled “Article 36 – Consolidated Personnel Bylaw Amendments – 2024 Annual Town Meeting,” a copy of which is viewable on the Town’s website at <https://www.town.northborough.ma.us>.

MOTION ARTICLE 36: Consolidated Personnel Bylaw

I move the Town vote to amend the Consolidated Personnel Bylaw as reflected in the supplemental handout entitled “Article 36 – Consolidated Personnel Bylaw Amendments – 2024 Annual Town Meeting,” and to authorize and approve payment of FY2025 wage increases pursuant to Section 1-64-040(H)(1) of the Personnel Bylaw.

ARTICLE 37: Amendment to Town Code Chapter 1-40 Human Services Division, Sections 1-40-010, 1-40-030, 1-40-050, and the new proposed Section 1-40-060

To see if the Town will vote to amend Part 1 of the Northborough Town Code, Administrative Legislation, Chapter 1-40 Human Services Division, Sections 1-40-010, 1-40-030, 1-40-050, and the new proposed Section 1-40-060 by adding the text shown as underlined text and deleting the text shown with strike-through, or take any action relative thereto.

§ 1-40-010 Human Services Division established.

It is the intent of this Administrative Code to consolidate into an operating division similar and related functions of municipal government and services that involve special services for the benefit of residents of the town. The division shall be known as the "Human Services Division" and shall include all present and future line operating functions that pertain to education, recreation, veterans services, ~~youth services~~ health and human services and the like. The Division shall include all such functions that are performed on a daily or regular basis.

§ 1-40-020 Library Services Department.

A. Composition, mode of appointment, term of office. There shall be a Library Services Department composed of an operating head known as the "Head Librarian" and operating personnel. The Board of Library Trustees shall be responsible for the appointment of the Head Librarian and all personnel. Such appointments shall be made for an indefinite term.

B. Powers and duties. The Library Services Department shall work under the general policy direction of the Select Board and the specific policy directives of the Board of Library Trustees. The Department shall operate and maintain and develop the resources of the Northborough Free Library and shall have all of the powers and duties and obligations that such head librarians and departments may have under the Constitution and laws of the commonwealth, the Town Charter, town bylaws and this Administrative Code.

~~§ 1-40-030 Office of Youth Services.~~

~~**A.** Composition, mode of appointment, term of office. There may be an office of Youth Services composed of an operating head known as the "Director of Youth Services" and operating personnel. The Administrative Officer shall be responsible for the appointment of the Director and all other personnel. The Director and all other personnel shall serve an indefinite term.~~

~~**B.** Powers and duties. The Office of Youth Services shall work under the general policy direction of the Select Board and the general administration direction of the Administrative Officer. The Office shall work under the specific policy directives of the Youth Commission. The Office of Youth Services shall operate, develop, and promote programs that benefit the young people of the community. The Office shall have all of~~

~~the powers and duties and obligations that are assigned to it by the Town Charter, town bylaws and this Administrative Code.~~

§ 1-40-030 Office of Veterans Services.

A. Composition, mode of appointment, term of office. There shall be an office of Veterans Services composed of an operating head known as the "Director of Veterans Services" and operating personnel. The Select Board shall be responsible for the appointment of the Director, who shall be a veteran. The Administrative Officer shall be responsible for the appointment of all other personnel. Such appointments shall be for an indefinite term.

B. Powers and duties. The Office of Veterans Services shall work under the general policy direction of the Select Board and the general administrative direction of the Administrative Officer. The Office shall furnish information, advice and assistance to veterans and their families relative to employment, education, medical care, and other benefits and shall have all the powers and duties and obligations that veterans' agents have under the Constitution and laws of the commonwealth, the Town Charter, town bylaws and this Administrative Code.

~~§ 1-40-050 Office of District Nurse.~~

~~**A.** Composition, mode of appointment, term of office. There shall be an Office of the District Nurse composed of an operating head known as the "District Nurse" and operating personnel. The Administrative Officer shall be responsible for the appointment of all personnel in cooperation with the Northborough District Nurse Association. Such appointments shall be made for an indefinite term.~~

~~**B.** Powers and duties. The Office of District Nurse shall work under the general policy direction of the Select Board and the general administrative direction of the Administrative Officer. The District Nurse shall be the Public Health Nurse and visiting nurse for the town and shall have all of the powers and duties, and obligations that such registered nurses may have under the Constitution and laws of the commonwealth and the rules and regulations established by state and regional health authorities, including the Northborough District Nurse Association, with the Town Charter, town bylaws and this Administrative Code.~~

§ 1-40-040 Recreation Department.

A. Composition, mode of appointment, term of office. There shall be a Recreation Department composed of an operating head known as the "Recreation 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 Recreation Department shall work under the general policy direction of the Select Board and the specific policy directives of the Recreation Commission. The Department shall work under the general administrative direction of the Administrative Officer. The Recreation Department shall organize and operate public recreation programs and activities within the town. The Department shall have all of the powers and duties and obligations that such departments may have under the Constitution and laws of the commonwealth, the Town Charter, town bylaws and this Administrative Code.

§ 1-40-050 Town Undertaker.

A. Composition, mode of appointment, term of office. There shall be a Town Undertaker appointed by the Administrative Officer for an indefinite term.

B. Powers and duties. The Town Undertaker shall work under the general policy direction of the Select Board and the general administrative direction of the Administrative Officer. The Town Undertaker shall have all of the powers and duties and obligations that such officers may have under the Constitution and laws of the commonwealth, the Town Charter, town bylaws and this Administrative Code.

§ 1-40-060 Health and Human Services Department.

A. Composition, mode of appointment, term of office. There shall be a Health Department composed of the Director of Health and Human Services, Social Worker, Community Outreach Worker, Health Agent, Sanitarian, Drug-Free Communities Coordinator, Clerical/Administrative Position, Public Health Nurse, Epidemiologist, and Shared Services Coordinator. The Administrative Officer shall be responsible for their appointments, except where state statutes otherwise provide. Such appointments shall be for an indefinite term. There will also be an animal inspector appointed by the Board of Health.

B. Powers and duties. The Health and Human Services Department shall work under the general policy direction of the Select Board and the specific policy directives of the Board of Health and Youth Commission. The Department shall work under the general administrative direction of the Administrative Officer. The Director of Health and Human Services shall manage staff and lead the department, facilitate interdepartmental coordination, and oversee grant management. The Administrative Assistant shall support all administrative tasks, scheduling, and document management and serve as the first point of contact for the department. The Shared Services Coordinator shall foster collaboration within Greater Boroughs Health Partnership, support the Director and any regional staff.

C. The Health Agent shall act as an agent of the Board of Health in inspecting facilities, including food establishments. The Sanitation Inspector shall perform inspections of septic systems and approve permits for installations of septic systems and other inspections, as necessary. The Public Health Nurse shall provide community health screenings, vaccinations, prevention programs, and health education. The Epidemiologist shall monitor and analyze health data, disease surveillance, and assist with grant writing and administration. The Animal Inspector shall regularly and thoroughly inspect all meat cattle, sheep and swine, and domestic animals within the town. As agents of the Board of Health, each official shall have that Board's authority and may complain about violations of any law, regulation, or bylaw relative to public health. They shall report their actions to the Board of Health for approval within two days of said action. Each official shall have all the powers, duties, and obligations that such official may have under the Constitution and laws of the Commonwealth, the Town Charter, town bylaws, and this Administrative Code.

D. The Social worker shall lead human services work, case management, and program development. The Community Outreach Worker shall identify needs and promote services, public education, and prevention programs. The Drug-Free Communities Coordinator shall manage initiatives to reduce drug use among youth, coordinating with schools, law enforcement, and community groups. The Department shall have all of the powers, duties, and obligations that are assigned to it by the Town Charter, town bylaws, and this Administrative Code.

MOTION ARTICLE 37: Amendment to Town Code Chapter 1-40 Human Services Division, Sections 1-40-010, 1-40-030, 1-40-050, and the new proposed Section 1-40-060

I move the Town vote to amend Part 1 of the Northborough Town Code, Administrative Legislation, Chapter 1-40 Human Services Division, Sections 1-40-010, 1-40-030, 1-40-050, and the new proposed Section 1-40-060 by adding the text shown as underlined and deleting the text shown with strike-through as set forth in Article 37 of the warrant.

ARTICLE 38: Amendment to Town Code Chapter 1-44 Health and Inspection Division, Sections 1-44-010 and 1-44-080

To see if the Town will vote to amend Part 1 of the Northborough Town Code, Administrative Legislation, Chapter 1-44 Health and Inspection Division, Sections 1-44-010 and 1-44-080 by adding the text shown as underlined text and deleting the text shown with strike-through, and renumbering the remaining sections in sequential order, or take any action relative thereto.

§ 1-44-010 ~~Health and Inspection Division established.~~

It is the intent of this Administrative Code to consolidate into an operating division similar and related functions of municipal government and services that involve the protection of the public ~~health and~~ welfare. The division shall be known as the "~~Health and~~ Inspection Division" and shall include all present and future line operating functions that pertain to the inspection of buildings and facilities and the issuance of permits and the enforcement of town bylaws and state regulations protecting the ~~public health and~~ general welfare and the like. The Division shall include all such functions that are performed on a daily or regular basis.

§ 1-44-080 ~~Health Department.~~

~~A. Composition, mode of appointment, term of office. There shall be a Health Department composed of the Plumbing Inspector, Health Officer, Pesticide Control Supervisor, Sanitation Inspector and Animal Inspector. The Administrative Officer shall be responsible for their appointments, except where state statutes otherwise provide. Such appointments shall be for an indefinite term.~~

~~B. Powers and duties. The Health Department shall work under the general policy direction of the Select Board and the specific policy directives of the Board of Health. The Department shall work under the general administrative direction of the Administrative Officer. The Plumbing Inspector shall inspect and approve all plumbing installations. The Health Officer shall act as an agent of the Board of Health in the inspection of facilities, including food establishments. The Pesticide Control Supervisor shall administer such pest control programs as may be approved by the Board of Health. The Sanitation Inspector shall perform inspections of septic systems and approve permits for installations of septic systems. The Animal Inspector shall make regular and thorough inspections of all meat cattle, sheep, and swine and of domestic animals within the town. As agents of the Board of Health, each official shall have the authority of that Board and may make complaints of violations of any law or regulation or bylaw relative to the public health. They shall report their actions to the Board of Health for approval within two days of said action. Each official shall have all of the powers and duties and obligations that such official may have under the Constitution and laws of the commonwealth, the Town Charter, town bylaws and this Administrative Code.~~

MOTION ARTICLE 38: Amendment to Town Code Chapter 1-44 Health and Inspection Division, Sections 1-44-010 and 1-44-080

I move the Town vote to amend Part 1 of the Northborough Town Code, Administrative Legislation, Chapter 1-44 Health and Inspection Division, Sections 1-44-010 and 1-44-080 by adding the text shown as underlined text and deleting the text shown with strike-through, and renumbering the remaining sections in sequential order as set forth in Article 38 of the warrant.

ARTICLE 39: Authorization to Fund Spaces for Public Parking

To see if the town will vote to appropriate and/or transfer the sum of Ten Thousand Dollars (\$10,000) for the purpose of leasing land along route 20 for the purpose of providing public parking, or take any other relative action thereto.

MOTION ARTICLE 39: Authorization to Fund Parking Spaces for Public Parking

I move the Town vote to raise and appropriate by taxation the sum of Ten Thousand Dollars (\$10,000) for the purpose of leasing land along route 20 for public parking.

ARTICLE 40: Community Preservation Fund – Acquisition of 432 Whitney Street

To see if the Town will vote to appropriate the sum of Eight Hundred Seventeen Thousand Six Hundred Fifty-Three Dollars (\$817,653), or any other sum, from the Community Preservation Unreserved Fund, the sum of Six Hundred Sixty-Four Thousand Seventy-Three Dollars (\$664,073), or any other sum, from the Conservation Fund, and the sum of Two Hundred Eighteen Thousand Two Hundred Seventy-Four Dollars (\$218,274), or any other sum, from the Community Preservation Fund revenues, for a total of One Million Seven Hundred Thousand Dollars (\$1,700,000), to the Select Board for the purpose of acquiring the 23.77± acres of land located at and known as 432 Whitney Street, and shown on Northborough Assessors' Map 15 as Parcel 22, for open space/passive recreation purposes and the development of up to eight affordable low-income dwelling units, or take any other action relative thereto.

- This Article would fund the purchase of 23.77 acres of undeveloped land for open space/recreation purposes and development of a small-scale affordable housing project consisting of 4-8 multi-family dwelling units.

MOTION ARTICLE 40: Community Preservation Fund – Acquisition of 432 Whitney Street

I move the Town vote to appropriate the sum of Eight Hundred Seventeen Thousand Six Hundred Fifty-Three Dollars (\$817,653) from the Community Preservation Unreserved Fund, the sum of Six Hundred Sixty-Four Thousand Seventy-Three Dollars (\$664,073) from the Conservation Fund, and the sum of Two Hundred Eighteen Thousand Two Hundred Seventy-Four Dollars (\$218,274), from Community Preservation Fund revenues for a total of One Million Seven Hundred Thousand Dollars (\$1,700,000) to the Select Board for the acquisition of the property located at and known as 432 Whitney Street, containing approximately 23.77 acres of land and shown on Northborough Assessors' Map 15 as Parcel 22, for open space/passive recreation purposes and the development of up to eight affordable low-income dwelling units, and authorize the Select

Board to convey any and all restrictions on the property as the Select Board deems appropriate, including, but not limited to, a conservation restriction.

ARTICLE 41: Community Preservation Fund – Soundproofing of Outdoor Pickleball Courts at Ellsworth McAfee Park

To see if the Town will vote to appropriate the sum of Fifty-Four Thousand Five Hundred Dollars (\$54,500), or any other sum, from the Community Preservation Fund revenues to the Northborough Recreation Department for the installation of soundproofing at the pickleball courts at Ellsworth McAfee Park, or take any other action relative thereto.

- This Article would fund installation of ultraviolet (UV) tolerant soundproofing onto the top line of the existing fencing system to block the impact noise generated by pickleball sports.

MOTION ARTICLE 41: Community Preservation Fund – Soundproofing of Outdoor Pickleball Courts at Ellsworth McAfee Park

I move the Town vote to appropriate the sum of Fifty-Four Thousand Five Hundred Dollars (\$54,500) from the Community Preservation Fund revenues to the Northborough Recreation Department for installation of soundproofing at the pickleball courts at Ellsworth McAfee Park.

ARTICLE 42: Community Preservation Fund – Affordable Housing Corporation

To see if the Town will vote to appropriate the sum of One Hundred Twenty-Six Thousand Eight Hundred Fifty-Six Dollars (\$126,856), or any other sum, from the Community Preservation Fund revenues to the Northborough Affordable Housing Corporation, for the purpose of the creation of affordable housing, or take any other action relative thereto.

- This Article would set aside funds for the future creation of affordable housing.

MOTION ARTICLE 42: Community Preservation Fund – Affordable Housing Corporation

I move the Town vote to appropriate the sum of One Hundred Twenty-Six Thousand Eight Hundred Fifty-Six Dollars (\$126,856) from the Community Preservation Fund revenues to the Northborough Affordable Housing Corporation for the purpose of creating affordable housing.

ARTICLE 43: Community Preservation Fund – Restoration of First Parish Church Steeple

To see if the Town will vote to appropriate the sum of Two Hundred and Ten Thousand Dollars (\$210,000), or any other sum, from the Community Preservation Fund revenues to the First Parish Northborough Unitarian-Universalist Church for the structural restoration of the steeple, or take any other action relative thereto.

- This Article would fund structural repairs to the steeple, including replacement of wood stairs, wood flooring, wood trusses that support the flooring and stairs, and wood “cradle” that supports the brass bell.

MOTION ARTICLE 43: Community Preservation Fund – Restoration of First Parish Church Steeple

I move the Town vote to appropriate the sum of Two Hundred and Ten Thousand Dollars (\$210,000), from the Community Preservation Fund revenues to the First Parish Northborough Unitarian-Universalist Church for the structural restoration of the steeple.

ARTICLE 44: Community Preservation Fund – Aqueduct Historic Marker

To see if the Town will vote to appropriate the sum of Four Thousand Seven Hundred Twenty-Nine Dollars (\$4,729), or any other sum, from the Community Preservation Fund revenues to the Northborough Historic District Commission for the purchase and installation of a historic marker for the Aqueduct Bridge, or take any other action relative thereto.

- This duplicate marker would replace one stolen in October 2023. Originally installed in 2013, the Aqueduct Historic Marker celebrates the history of the eight arch stone bridge, which carried water from the Wachusett Reservoir to the Sudbury Reservoir for Greater Boston’s drinking water supply.

MOTION ARTICLE 44: Community Preservation Fund – Aqueduct Historic Marker

I move the Town vote to appropriate the sum of Four Thousand Seven Hundred Twenty-Nine Dollars (\$4,729) from the Community Preservation Fund revenues to the Northborough Historic District Commission for the purchase and installation of a historic marker for the Aqueduct Bridge.

ARTICLE 45: Community Preservation Fund – White Cliffs Debt Service

To see if the Town will vote to appropriate the sum of One Hundred Seventy-Six Thousand Dollars (\$176,000), with One Hundred Sixty-Four Thousand Six Hundred Forty-One Dollars (\$164,641) from the Community Preservation Fund revenues and Eleven Thousand Three Hundred Fifty-Nine Dollars (\$11,359) from the Community Preservation Premium Reserve, or any other sum, to the Northborough Community Preservation Committee for Fiscal Year 2025 debt service and expenses associated with the acquisition of the property at 167 Main Street, or take any other action relative thereto.

- This Article would fund the seventh debt service payment associated with the purchase of the White Cliffs facility at 167 Main Street.

MOTION ARTICLE 45: Community Preservation Fund – White Cliffs Debt Service

I move the Town vote to appropriate the sum of One Hundred Sixty-Four Thousand Six Hundred Forty-One Dollars (\$164,641) from the Community Preservation Fund revenues and Eleven Thousand Three Hundred Fifty-Nine Dollars (\$11,359) from the Community Preservation Premium Reserve, for a total of One Hundred Seventy-Six Thousand Dollars (\$176,000), to the Northborough Community Preservation Committee for Fiscal Year 2025 debt service and expenses associated with the acquisition of the property at 167 Main Street.

ARTICLE 46: Community Preservation Fund – Administrative Fund

To see if the Town will vote to appropriate the sum of Forty-One Thousand Dollars (\$41,000), 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 2025, or take any other action relative thereto.

- This Article would fund the administrative expenses of the Community Preservation Committee.

MOTION ARTICLE 46: Community Preservation Fund – Administrative Fund

I move the Town vote to appropriate the sum of Forty-One Thousand Dollars (\$41,000) from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for expenses associated with the implementation of the Community Preservation Act including but not limited to clerical assistance, office supplies, property surveys, appraisals, attorney’s fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2025.

ARTICLE 47: Rescission of Authorized, Unissued Debt for Various Capital Projects

To see if the Town will vote to rescind the authorization to borrow the following amounts representing the unissued borrowing capacity no longer needed for the purposes for which borrowing was initially approved:

Original Purpose	Date of Approval	Warrant Article Number	Amount Authorized	- Issued - Retired - Rescinded	= Unissued Amount
Church St Bridge	04/25/2016	23	1,027,000	927,000	100,000
Lincoln St School Add/Ren	04/21/2014	19	25,530,553	24,740,921	789,632
Edmunds Hill Water Tank	04/21/2014	32	325,000	0	325,000
Lincoln St School Feasibility	04/23/2012	31	500,000	484,535	15,465
Middle School Green Repair	04/25/2011	28	780,000	712,921	67,079
Brigham St Well	04/27/2009	22	4,000,000	223,370	3,776,630
Total					5,073,806

MOTION ARTICLE 47: Authorization to Rescind Unissued Borrowing Authority

I move the Town vote to rescind borrowing authorizations per the table displayed in Article 47 and the warrant book.

ARTICLE 48: Amendment to Town Code Chapter 2-28 Earth Removal, Section 2-28-060

To see if the Town will vote to amend Part 2 of the Northborough Town Code, General Legislation, Chapter 2-28 Earth Removal, Section 2-28-060, by adding the underlined text and deleting the text shown with strike-through, or take any action relative thereto.

“2-28-060 Performance bond; duration of permit; public hearing

The Earthwork Board, or in the case of land in the Industrial zoning district, the Planning Board, may require, as a condition to the granting of a permit for the removal or importation of soil, loam, sand, gravel, stone or other earth material, that the permittee furnish cash, a certified check or a surety company bond to the town as obligee in a penal sum to be fixed by said Earthwork Board as it shall deem sufficient to cover the cost of the performance of all labor and material as shall be required to carry out all the conditions, limitations and safeguards as may be imposed by said Earthwork Board in connection with the removal or importation of the particular substances for which the permit is issued. No permit shall be issued under the provisions of this chapter for a period of more than ~~one~~ three years, though permits may be renewed upon written request by the permittee. Prior to issuing ~~or renewing or amending~~ any permit, the Earthwork Board shall appoint a time and place for a public hearing, notice of which shall be given to the applicant and all abutters and shall be published at least ~~21~~ 14 days before such hearing in a newspaper having a circulation in the town.”

MOTION ARTICLE 48: Amendment to Town Code Chapter 2-28 Earth Removal, Section 2-28-060

I move the Town vote to amend Part 2 of the Northborough Town Code, General Legislation, Chapter 2-28 Earth Removal, Section 2-28-060, by adding the underlined text, by deleting the text shown in strikethrough all as set forth in Article 48 in the warrant.

ARTICLE 49: Zoning Map – Multi-family Development Overlay District

To see if the Town will vote to amend the Northborough Zoning Map to create the “Multifamily Development Overlay District (MDOD)” consisting of subdistricts “Southwest Connector Multifamily Development Sub-District” and “Downtown Multifamily Development Sub-District” shown on the map entitled “Multifamily Development Overlay District Map” placed on file with the Town Clerk and Planning Department, or take any action relative thereto.

(INSERT MAP)

MOTION ARTICLE 49: Zoning Map - Multi-family Development Overlay District

I move the Town vote to amend the Northborough Zoning Map to superimpose the “Multifamily Development Overlay District (MDOD)” consisting of subdistricts “Southwest Connector Multifamily Development Sub-District” and “Downtown Multifamily Development Sub-District” on land as shown on the map entitled “Multifamily Development Overlay District Map,” as set forth in the Warrant.

ARTICLE 50: Zoning Bylaw Section 7-04-010 Classification of Districts and Section 7-07-050, Multifamily Development Overlay District

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-04-010 and add a new Section 7-07-050 as set forth in the underlined text below, or take any action relative thereto.

1: Amend Section 7-04-010 Classification of districts.

B. Overlay districts. There are hereby established the following overlay districts:

- (1) Groundwater Protection Overlay District (GPOD).
- (2) Floodplain Overlay District (FOD).
- (3) Major Commercial Development Overlay District (MCDOD).
- (4) Residential- Open Space Planning Overlay District (ROPOD).
- (5) Multifamily Development Overlay District (MDOD).

2: Add Section 7-07-050 Multifamily Development Overlay District.

7-07-050 Multifamily Development Overlay District.

A. Purposes. The purposes of the Multifamily Development Overlay District, hereinafter referred to as the “MDOD,” are:

- (1) To comply with the requirements for MBTA communities as set forth in MGL c. 40A, § 3A;
- (2) To diversify the Northborough housing stock and create pedestrian-friendly development by promoting the creation of multi-family housing within close proximity to shopping, eateries, local services, and major transportation corridors;
- (3) To encourage the adaptive reuse, development and redevelopment of vacant and underutilized buildings and properties;
- (4) To support local businesses and promote the revitalization of downtown Northborough by increasing the size of the customer base;
- (5) To respond to the local and regional need for affordable housing by requiring housing options that are affordable and add to the Northborough SHI (Subsidized Housing Inventory);
- (6) To meet the housing and economic development goals articulated in the 2020 Master Plan.

B. Applicability. The MDOD is an overlay district superimposed over the underlying zoning districts as set forth on the map entitled “Multifamily Development Overlay District Map.” This map is hereby made part of the Zoning Map – Town of Northborough, and is on file in the Office of the Town Clerk.

The MDOD contains the following sub-districts:

- (1) Southwest Connector Multifamily Development Sub-District
- (2) Downtown Multifamily Development Sub-District

- C. Relationship to existing zoning. In the MDOD, all requirements of the underlying district shall remain in effect except where these regulations provide an alternative to such requirements, in which case these regulations shall supersede. Where the provisions of the MDOD are silent on a zoning regulation that applies in the underlying district, the requirements of the underlying district shall apply.

Permitted Uses in the MDOD as set forth in Section E, herein, are exempt from the requirements of the Groundwater Protection Overlay District provided that the proponent shall demonstrate and certify that: a) runoff waters leaving the site via surface flow will not violated Class B water quality standards (314 CMR 4.00) and that runoff waters leaving the site via groundwater recharge will not violate Class 1 groundwater quality standards (314 CMR 6.00); b) the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%); and c) any on-site sewage disposal is less than or equal to one hundred ten (110) gallons per day per ten thousand (10,000) square feet of lot area, such determinations to be made by the Building Inspector in conjunction with a staff/consulting civil engineer and other relevant Town staff.

- D. Procedures and Regulations. Development under this section requires Site Plan Review by the Planning Board under Section 7-03-050 and design review by the Design Review Committee under Section 7-03-060. The Planning Board may adopt design guidelines for the MDOD that are not inconsistent with this Section or other applicable sections of the Northborough Zoning Bylaws.

E. Use regulations.

- (1) Permitted uses. The following uses shall be permitted by-right in the MDOD, subject to site plan approval under Section 7-03-050. Uses are as defined in Section 7-05-020 unless otherwise specified below:

- (a) Attached single-family dwelling or townhouse.
- (b) Multifamily dwelling, defined as a building with three (3) or more residential dwelling units or two (2) or more buildings on the same lot with more than one (1) residential dwelling in each building.
- (c) Mixed-Use Development containing a mix of residential uses and non-residential uses. Developments in the MDOD may include the following non-residential uses within a vertical or horizontal mixed-use development provided that non-residential uses are located on the first floor and, when combined, do not exceed 8,000 square feet within the Southwest Connector Multifamily Development Sub-District. Non-residential uses that require a special permit or are otherwise not permitted in the underlying district shall require a special permit by the Planning Board in the MDOD.
 1. Retail store.
 2. Personal service establishment.
 3. Professional, medical, and dental, or business office.
 4. Bank or automated teller machine.
 5. Deli, sandwich shop, pizza shop, or take-out food service.
 6. Restaurant, excluding alcoholic beverages.
 7. Restaurant, including alcoholic beverages.

8. Brew pub.
9. Commercial recreation, indoor.
10. Cultural use.
11. Co-Working space.
12. Artist studio or gallery.
13. Catering services.
14. Educational uses, nonexempt.
15. Exempt uses in accordance with MGL C. 40A, § 3.

(2) The following accessory uses are permitted by-right in the MDOD:

- (a) Clubhouse for residents of the development.
- (b) Home professional office with no employees and who do not have regular customers/clients come to the office.
- (c) Parking.
- (d) Garage or carport.
- (e) Solar photovoltaic installation, roof-mounted.
- (f) Solar photovoltaic installation, canopy-mounted.
- (g) Passive recreation, open space, or conservation.

F. Density and dimensional regulations. The density and dimensional regulations of the underlying zoning districts are to be adhered to within the MDOD, except as follows:

Southwest Connector Multifamily Development Sub-District:

<u>Use</u>	<u>Maximum Height (stories)</u>	<u>Maximum Height (feet)</u>	<u>Maximum Density (dwelling units per acre)</u>
<u>Attached single-family or townhouse</u>	<u>3</u>	<u>40</u>	<u>8</u>
<u>Multi-family dwelling</u>	<u>5</u>	<u>60</u>	<u>15</u>
<u>Vertical mixed-use development</u>	<u>5</u>	<u>60</u>	<u>15</u>
<u>Horizontal mixed-use development</u>	<u>5</u>	<u>60</u>	<u>15</u>
<u>Clubhouse</u>	<u>-</u>	<u>35</u>	<u>N/A</u>

Downtown Multifamily Development Sub-District:

<u>Use</u>	<u>Maximum Height (stories)</u>	<u>Maximum Height (feet)</u>	<u>Maximum Density (units per acre)</u>
<u>Attached single-family or townhouse</u>	<u>2.5</u>	<u>35</u>	<u>8</u>

<u>Multi-family dwelling</u>	<u>3</u>	<u>35*</u>	<u>15</u>
<u>Vertical mixed-use development</u>	<u>4</u>	<u>45</u>	<u>15</u>
<u>Horizontal mixed-use development</u>	<u>4</u>	<u>45</u>	<u>15</u>
<u>Clubhouse</u>	<u>-</u>	<u>35</u>	<u>N/A</u>

*Where parking is to be provided on the first floor of a multi-family dwelling, the maximum height may increase to 45 feet.

G. Affordable housing.

- (1) Number of Affordable Dwelling Units. For all MDOD Projects containing a minimum of 10 dwelling units, not less than 15% of dwelling units constructed shall be permanently restricted to households who qualify as low income, as that term is defined for the area by the Massachusetts Executive Office of Housing and Liveable Communities (EOHLC), or successor agency. For purposes of calculating the number of units of Affordable Dwelling Units required within the Project, any fractional unit shall be deemed to constitute a whole unit.
- (2) Affordable Dwelling Units shall be constructed on the same site as market rate units and shall be indistinguishably interspersed throughout the MDOD Project. The Affordable Dwelling Units shall be equal in quality, layout, construction materials, fixtures, and interior and exterior finishes to the base level market rate units in the MDOD.
- (3) Occupants of Affordable Dwelling Units shall have the same access to common areas, facilities, and services as occupants of market rate units in the MDOD.
- (4) The total number of bedrooms in Affordable Dwelling Units shall be proportionate to the total number of bedrooms in all units of the MDOD Project.
- (5) In Projects that are constructed in phases, Affordable Dwelling Units shall be constructed and occupied in proportion to the number of units in each phase of the Project.
- (6) To the extent permitted by applicable law, otherwise qualified Northborough residents shall have a first opportunity and preference for the Affordable Housing Dwelling Units in the MDOD. For the purposes of this requirement, “Northborough residents” shall be defined as a current Town of Northborough resident (as established through certification by the Northborough Town Clerk based on census, voting registration, or other acceptable evidence), or a current employee of the Town of Northborough or business establishment located in Northborough, or household with children attending the Northborough/Southborough Regional Public School District.
- (7) Affordable Housing Restriction. Affordable Dwelling Units shall be Local Action Units developed in compliance with the requirements for the same as specified by Commonwealth of Massachusetts Executive Office of Housing and Liveable Communities (EOHLC), or successor agency as part of the Local Initiative Program, 760 CMR 56.00, or otherwise. All such affordable dwelling units shall qualify for inclusion of the Subsidized Housing Inventory (SHI) maintained by the EOHLC, and shall be subject to an affordable housing restriction, consistent with the universal deed rider used in the Local Initiative Program, 760 CMR 56.00, which shall be recorded with the Worcester Registry of Deeds or district registry of the Land Court. The term of the Affordable Housing Restriction shall be in perpetuity. Each Affordable Dwelling Unit shall comply with MA Executive Office of Housing and Livable Communities’ Affirmative Fair Housing Marketing and Resident Selection Plan Guidelines. No certificate of occupancy for a

dwelling unit in a MDOD Project shall be issued until the Affordable Housing Restriction is recorded.

H. Design Standards. In addition to the Site Design Standards set forth in Section 7-09-020 and the Off-street parking and loading requirements set forth in Section 7-09-030, the following standards shall apply to any use or activity approved under this Section.

(1) Buildings

- (a) Multiple buildings are allowed on one lot.
- (b) The front façade of new building(s) shall be oriented parallel to the public street that provides the lot with frontage. For a MDOD Project with buildings set back from the public street, buildings shall face the access way that serves them or a courtyard.
- (c) New building(s) parallel to the public street shall be compatible with the height and architecture of noteworthy buildings that share a functional or visual relationship to the proposed buildings. For a MDOD Project with multiple buildings, taller buildings shall be set back from the public street. To create a unified and defined street, consistent alignment of buildings is encouraged.
- (d) Stucco, metal, or fiberglass as a primary building finish material shall not be used.
- (e) Front building facades shall be modulated with horizontal offsets, recessed entries, or protrusions, where applicable. Vertical articulation may include colonnades, bay windows, porches or balconies, architectural detailing, and fenestration patterns.
- (f) Buildings with multiple non-residential tenants on the first floor shall articulate the façade in a manner that distinguishes the location of tenants through the use of decorative raised or depressed vertical surfaces, variations in signage, awnings marquees, colonnades, or arcades.
- (g) Blank walls adjacent to streets, parking lots or open spaces shall not be permitted. Where windows are not possible or appropriate given the intended use, vertical articulation in the form of raised or recessed surfaces, shall be used to break up blank walls.
- (h) Flat roofs shall only be allowed if they are capped by an architectural parapet or cornice that acts as a structural expression of the building façade and materials.
- (i) Rooftop mechanical equipment shall be screened so it is not visible from the pedestrian level. It can be integrated into the overall design of the building by use of materials, placement, roof shape or form, or other means.
- (j) The placement of gas meters, electric meters, compressors, transformers, etc. along the street-facing façade should be avoided unless there are compelling reasons to do so, and they are screened from view.

(2) Site Design

- (a) Clearly delineated pedestrian walkways or pathways shall be provided between buildings on the same lot and between buildings and parking areas, recreation facilities, and adjacent lots to ensure a continuous pedestrian pathway throughout the district. All new sidewalks and pedestrian walkways shall be designed and constructed to be accessible in accordance with

applicable laws, including the Rules and Regulations of the Massachusetts Architectural Access Board (AAB).

- (b) No use other than landscaping, pedestrian amenities, outdoor dining, sidewalks, and signs shall be permitted within the minimum required front yard of any lot.
- (c) Outdoor lighting for streets, parking areas, walkways, and gathering spaces shall be decorative and of a scale that is appropriate for a multi-family or mixed-use development. Light poles and fixtures shall not exceed 20 feet in height measured from the base to the highest point of the fixture.

(3) Off-Street Parking

- (a) Parking requirements shall be consistent with Section 7-09-030 except MDOD Projects approved under this section may provide fewer parking spaces where, in the determination of the Planning Board, proposed parking is found to be sufficient to meet the needs of the Project. The Planning Board may consider proximity to municipal and on-street parking, mixed uses, as well as the existence of a reciprocal agreement for shared parking that is consistent with Section 7-09-030C.(3). The Applicant shall demonstrate that parking will meet demand by using accepted methodologies (e.g. the Urban Land Institute Shared Parking Report, ITE Shared Parking Guidelines, or other approved studies).
- (b) Parking areas shall be located to the side and rear of buildings, underground, within a parking garage, or on the first floor of multifamily structures.
- (c) Abutting property owners are encouraged to coordinate parking layouts, including combining and connecting with adjacent parking lots, and coordinating access to their parking lots, including utilizing common curb-cuts and driveways under reciprocal agreements. The Planning Board may permit such shared driveways, curb cuts and combined parking lots if the applicant can demonstrate that the proposed design improves on-site and off-site circulation and/or results in a small parking area.

(4) Common Open Space

Within the Southwest Connector Multifamily Development Sub-District, common open space requirements shall be as follows:

- (a) Common open space shall comprise a minimum of 40% of the tract.
- (b) Common open space shall be large, contiguous and of a location suitable to assure its use for conservation, park, and recreation purposes.
- (c) Common open space shall not include parking lots, driveways, roads, or ways necessary for access and egress to the site.
- (d) Common open space shall be left in its natural state, landscaped, or developed for outdoor recreational facilities. Outdoor recreational facilities may include features and incidental recreational structures such as courtyards, boardwalks, walkways, trails, a clubhouse, swimming pools, decks, patio areas, grill stations, fire pits, seating and tables, playgrounds, basketball courts, tennis courts and/or bocce courts, dog parks, gardens, boat launch and fishing areas, and other similar features.

- (e) MDOD Projects containing 40 or more dwelling units shall include an appropriate outdoor amenity.

Within the Downtown Multifamily Development Sub-District, common open space requirements shall be as follows:

- (a) Common open space shall comprise a minimum of 20% of the tract.
- (b) Common open space should be visible to the public wherever possible.
- (c) Common open space shall not include parking lots, driveways, roads, or ways necessary for access and egress to the site.
- (d) Common open space shall be left in its natural state, landscaped, or developed for outdoor recreation purposes. Outdoor recreation amenities may include features and incidental recreational structures such as courtyards, gardens, walkways, trails, decks, patio areas, seating, pocket parks, and similar amenities. MDOD Projects containing 40 or more dwelling units shall include an appropriate outdoor amenity such as boardwalks, grill stations, tables, fire pits, playgrounds, boat launch and fishing areas, dog parks, community gardens, and similar amenities.

- I. Waivers. The Planning Board is authorized to waive any requirements of this Section for compelling reasons of safety, aesthetics, site design, or to lesson environmental, neighborhood or public service impacts.

MOTION ARTICLE 50: Zoning Bylaw Section 7-04-010 Classification of districts and Section 7-07-050, Multifamily Development Overlay District

I move the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, by adding the underlined text to Section 7-04-010, and adding a new Section 7-07-050, as set forth in the Warrant.

ARTICLE 51: Zoning Bylaw – Sections 7-03-030 and 7-050-010.A Use Variances

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Sections 7-03-030 Board of Appeals and 7-05-010 General Provisions by deleting the text shown below in strikethrough, and adding the text shown as underlined, or take any action relative thereto.

1: Amend Section 7-03-030.B.(2) as follows:

- (2) To hear and decide appeals or petitions for variances from ~~the use,~~ dimensional or density requirements of this bylaw, with respect to particular land or structures, as set forth in MGL C. 40A, § 10. Use variances are prohibited.

2: Amend Section 7-05-10.A. as follows:

- A. No building or structure shall be erected and no building or structure or land or water area shall be used for any purpose or in any manner except in accordance with this chapter. Use variances are prohibited.

MOTION ARTICLE 51: Zoning Bylaw – Sections 7-03-030 and 7-050-010.A Use Variances

I move the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Sections 7-03-030 Board of Appeals and 7-05-010 General Provisions, by deleting the text shown in strikethrough, and adding the text shown as underlined, as set forth in the Warrant.

ARTICLE 52: Zoning Map –Re-Zoning Industrial District off of Southwest Connector

To see if the Town will vote to amend the Northborough Zoning Map to rezone that portion of the Industrial District located in the vicinity of the Southwest Connector as a new Highway Business Southwest (HBSW) District, as shown on the map entitled “Southwest Cutoff Rezoning Map” placed on file with the Town Clerk and the Planning Department, and further to delete the Major Commercial Development Overlay (MCDOD) District from the Zoning Map, or take any action relative thereto.

MOTION ARTICLE 52: Zoning Map –Re-Zoning Industrial District off of Southwest Connector

I move the Town vote to amend the Northborough Zoning Map by rezoning that portion of the Industrial District located in the vicinity of the Southwest Connector as a new Highway Business Southwest (HBSW) District, as shown on the map entitled: “Southwest Cutoff Rezoning Map”, and deleting the Major Commercial Development Overlay (MCDOD) District from the Zoning Map, as set forth in the Warrant.

ARTICLE 53: Zoning Bylaw Section 7-03-060 Design Review, Section 7-04-010 Classification of Districts, Section 7-05-030, Table of Uses, Table 1, Part B. Commercial and Industrial Districts, Section 7-06-020, Table 2. Table of Density and Dimensional Regulations, Section 7-09-020 Site design standards, Section 7-09-030 Off-street parking and loading, Section 7-09-040 Signs, Section 7-07-030 Major Commercial Development Overlay District

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Sections 7-03-060, 7-04-010, 7-05-030, 7-06-020, 7-09-020, 7-09-030, and 7-09-040 by adding the text shown below as underlined, and deleting Section 7-07-030 Major Commercial Development Overlay in its entirety, or take any action relative thereto.

1: Amend Section 7-03-060 Design review, as follows:

B. Applicability.

- (1) Design review by the design review committee shall be required as part of the site plan approval or a special permit with site plan approval for any of the following:
 - (a) In any business district, new construction or exterior alterations or expansion of any commercial, municipal, institutional or multifamily structure;
 - (b) In the Downtown Neighborhood District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit;

- ~~(e) In the Major Commercial Development Overlay District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit;~~
- ~~(d) (c) In any industrial district, new construction of any extensive uses, institutional uses, mixed uses, business uses, public service or public utility, or industrial uses; or~~
- ~~(e) (d) In the RC, GR, MSR, and DN districts, any special permit application to the Planning Board for a two-family dwelling;~~

2: Amend Section 7-04-010 Classification of districts, as follows.

A. Districts

(2) Nonresidential districts.

(a) Business districts.

- [1] Downtown Business (DB).
- [2] Business East (BE).
- [3] Business West (BW).
- [4] Business South (BS).
- [5] Highway Business (HB).
- [6] Highway Business Southwest (HBSW)

B. Overlay districts. There are hereby established the following overlay districts:

- (1) Groundwater Protection Overlay District (GPOD).
- (2) Floodplain Overlay District (FOD).
- ~~(3) Major Commercial Development Overlay District (MCDOD).~~
- (34) Residential- Open Space Planning Overlay District (ROPOD).

3: Amend Section 7-05-030, Table 1. Table of Uses. Part B. Commercial and Industrial Districts, as follows:

USES	DB	BE	BW	BS	HB	<u>HBSW</u>	I
EXEMPT USES							
See Section 7-05-020(A)	Y	Y	Y	Y	Y	<u>Y</u>	Y
RESIDENTIAL USES							
A. Principal Uses							
Single-family dwelling, attached ⁹	BA	N	N	N	N	<u>N</u>	N
Multifamily dwelling ¹⁰	BA	N	BA	N	N	<u>N</u>	N
Congregate residence	BA	BA	BA	N	N	<u>N</u>	N

Assisted living facility	BA	BA	BA	N	N	<u>BA</u>	N
B. Accessory Uses							
Accessory dwelling unit	BA	BA	BA	N	N	<u>N</u>	N
Boarding house	BA	N	N	N	N	<u>N</u>	N
Solar photovoltaic installation, roof-mounted	Y	Y	Y	Y	Y	<u>Y</u>	Y
Solar photovoltaic installation, canopy-mounted ¹¹	Y	Y	Y	Y	Y	<u>Y</u>	Y
Small-scale ground-mounted solar photovoltaic installation	Y	Y	Y	Y	Y	<u>Y</u>	Y
Home occupation							
Home professional office	N	N	N	N	N	<u>N</u>	N
Home personal service	N	N	N	N	N	<u>N</u>	N
Home business workshop	N	N	N	N	N	<u>N</u>	N
Home hospitality or tourism establishment	N	N	N	N	N	<u>N</u>	N
Home specialty retail	N	N	N	N	N	<u>N</u>	N
EXTENSIVE USES							
Golf course	N	N	N	N	BA	<u>N</u>	PB
INSTITUTIONAL USES							
Cultural use	Y	Y	Y	N	BA	<u>BA</u>	N
Hospital	N	N	N	N	N	<u>PB</u>	PB
Medical clinic or ambulatory surgery center	N	N	BA	BA	Y	<u>Y</u>	Y
Nursing home or rest home	BA	BA	BA	N	BA	<u>BA</u>	N
Adult day care	BA	BA	BA	BA	BA	<u>BA</u>	BA
Non-profit club or membership organization	Y	Y	Y	Y	BA	<u>BA</u>	N

MIXED USES							
Limited mixed-use building	Y	Y	Y	BA	N	<u>N</u>	N
Artist live/work unit	Y	BA	BA	BA	N	<u>N</u>	N
Shop for custom work	Y	Y	Y	BA	BA	<u>PB</u>	PB
Vertical mixed-use development	Y	Y	Y	BA	N	<u>N</u>	N
Horizontal mixed-use development	BA	N	BA	BA	N	<u>N</u>	N
Farm business	N	Y	Y	N	N	<u>N</u>	N
Continuing care retirement community	N	N	BA	N	N	<u>BA</u>	N
BUSINESS USES							
Trade							
Retail store ¹²	Y	Y	Y	Y	Y	<u>Y</u>	N
Drive-through retail ¹³	N	BA	BA	BA	BA	<u>BA</u>	N
Art studio or gallery	Y	Y	Y	N	Y	<u>Y</u>	N
Commercial greenhouse	N	Y	Y	BA	Y	<u>PB</u>	N
Wholesale trade	N	N	BA	BA	Y	<u>PB</u>	Y
Grain, lumber, construction, or garden supply sales	N	N	BA	N	Y	<u>PB</u>	Y
Temporary outdoor sales of holiday horticultural products	Y	Y	Y	Y	Y	<u>Y</u>	Y
Hospitality and Food Services							
Bed and breakfast; inn	Y	Y	Y	BA	BA	<u>BA</u>	N
Hotel, motel, or conference center	BA	N	BA	BA	Y	<u>PB</u>	PB
Restaurant, excluding alcoholic beverages	Y	Y	Y	BA	Y	<u>Y</u>	N
Restaurant, including alcoholic beverages	BA	BA	BA	BA	Y	<u>Y</u>	N
Nanobrewery or brew pub	BA	BA	BA	BA	BA	<u>Y</u>	PB

Microbrewery	N	BA	BA	BA	BA	<u>Y</u>	PB
Brewery, distillery, or winery	N	N	N	N	N	<u>PB</u>	PB
Deli, sandwich shop, pizza shop	Y	Y	Y	Y	Y	<u>Y</u>	N
Drive-through food service	N	BA	BA	BA	BA	<u>BA</u>	N
Catering service	BA	Y	Y	Y	Y	<u>Y</u>	N
Recreation and Entertainment							
Commercial recreation, indoor	BA	BA	BA	BA	BA	<u>Y</u>	Y
Commercial recreation, outdoor	N	N	BA	N	BA	<u>PB</u>	PB
Commercial amusement	BA	BA	BA	BA	BA	<u>BA</u>	N
Financial or Professional Services							
Bank	Y	Y	Y	BA	Y	<u>Y</u>	N
Automated teller machine ¹⁴	Y	Y	Y	BA	Y	<u>Y</u>	N
Professional or business office	Y	Y	Y	Y	Y	<u>Y</u>	Y
Medical or dental office	Y	Y	Y	Y	Y	<u>Y</u>	Y
Services							
Personal service establishment	Y	Y	Y	Y	Y	<u>Y</u>	N
Postal service	Y	Y	Y	BA	N	<u>N</u>	N
Educational use, nonexempt	N	N	BA	BA	N	<u>Y</u>	PB
Repair shop	BA	Y	Y	BA	Y	<u>PB</u>	N
Vehicle Sales and Service							
Auto filling or service station	N	N	N	N	BA	<u>PB</u>	PB
Auto repair shop	N	N	N	BA	BA	<u>PB</u>	PB
Auto body shop	N	N	N	N	BA	<u>PB</u>	PB
Auto sales	N	N	N	N	BA	<u>PB</u>	PB

Commercial parking	N	BA	BA	N	BA	<u>PB</u>	PB
Other Business Uses							
Veterinary clinic	N	BA	BA	BA	BA	<u>Y</u>	N
Kennel	N	N	BA	N	N	<u>PB</u>	Y
Funeral home	BA	BA	BA	N	N	<u>N</u>	N
Adult uses	N	N	N	N	BA	<u>N</u>	N
Commercial storage facility	N	N	N	BA	N	<u>N</u>	PB
Marijuana establishment ¹⁵	N	N	N	N	N	<u>N</u>	N
Medical marijuana treatment center ¹⁵	N	N	N	N	N	<u>N</u>	N
PUBLIC SERVICE OR PUBLIC UTILITY							
Bus stop, sheltered	BA	BA	BA	BA	BA	<u>PB</u>	PB
Public transportation terminal	N	N	N	N	BA	<u>PB</u>	PB
Public service or public utility	BA	BA	BA	BA	BA	<u>PB</u>	Y
Communication tower (including wireless communication facility)	PB	PB	PB	PB	PB	<u>PB</u>	PB
INDUSTRIAL USES							
Light manufacturing	N	N	N	BA	N	<u>N</u>	PB
Research and development	N	N	N	N	N	<u>N</u>	Y
Data processing center and records storage	N	N	N	BA	N	<u>N</u>	Y
Printing and publishing	N	N	N	N	N	<u>N</u>	Y
Large-scale ground-mounted solar photovoltaic installation	N	N	N	N	N	<u>N</u>	Y
Transportation and Distribution Uses							
Warehouse	N	N	N	BA	N	<u>N</u>	PB

Trucking, rail or freight facility, or parcel distribution facility	N	N	N	N	N	<u>N</u>	PB
Other Industrial Uses							
Natural resource extraction	N	N	N	N	N	<u>N</u>	PB
Fuel storage	N	N	N	N	N	<u>N</u>	PB
Contractor's yard or lumber yard	N	N	N	N	N	<u>N</u>	PB
Heliport	N	N	N	N	N	<u>N</u>	PB
Accessory uses; see Section 7-05-020(J)	N	N	N	BA	N	<u>N</u>	Y
Hazardous waste facility	N	N	N	N	N	<u>N</u>	PB
Solid waste disposal facility	N	N	N	N	N	<u>N</u>	PB

4: Amend Section 7-06-020, Table 2. Table of Density and Dimensional Regulations, as follows:

District	Minimum Lot Area (sq. ft.)	Minimum Lot Frontage (feet)	Minimum Lot Width (feet)	Minimum Yard Setbacks			Maximum Front Setback ²	Maximum Lot Coverage	Minimum Open Space	Maximum Height	
				Front	Side	Rear				Stories	Feet
RA	80,000	200	200	30	15	25	-	25%	-	-	35
RB	40,000	150	150	30	15	25	-	25%	-	-	35
RC ³	20,000	100	100	30	15	25	-	30%	-	-	35
GR ³	15,000	100	100	30	15	25	-	30%	-	-	35
MSR ³	15,000	100	100	30	15	25	-	30%	-	-	35
DN ³	10,000	50	None	15	20	20	30	30%	20%	-	35
DB	4,000	50	None	6	None	None	20	-	15%	-	45
BE	20,000	150	None	15	20	25	75	-	20%	3.0	45
BW	20,000	150	None	15	20	25	75	-	20%	3.0	45
BS	40,000	150	None	40	25	25	-	-	25%	3.0	45
HB	40,000	150	None	50	25	25	-	-	25%	-	-
<u>HBSW</u>	<u>40,000</u>	<u>150</u>	<u>None</u>	<u>50</u>	<u>25</u>	<u>25</u>	<u>-</u>	<u>50%</u>	<u>25%</u>	<u>-</u>	<u>-</u>
<u>I-4</u>	60,000	150	None	40	20	25	-	50%	25%	-	60

5: Amend Section 7-09-020 Site design standards, as follows:

D. Additional standards for business uses. New construction or substantial alteration of existing nonresidential buildings in the Downtown Business District, the Business East District, Business West District, Business South District, Highway Business District, Highway Business Southwest District, or the Downtown Neighborhood District shall conform to the following standards. Where any of the standards in this subsection conflict with subsection (C) of this section, this subsection shall govern.

6: Amend Section 7-09-030 Off-street parking and loading, as follows:

C. Off-street parking design standards. The following design standards shall apply in the Downtown Business, Business East, Business West, Business South, Highway Business, Highway Business Southwest, and Downtown Neighborhood Districts to all uses except detached single-family or two-family dwellings, and shall be addressed in any plans submitted under Section 7-03-050. Where physical constraints on a site make it infeasible to comply with any standard in this section, the proponent may request a modification or waiver and propose an alternative design. In such cases, it shall be the proponent's burden to demonstrate that it is infeasible to comply and that the proposed alternative meets the intent of the standard for which a waiver has been requested.

7: Amend Section 7-09-040 Signs, as follows:

G. Signs in business districts.

(c) Highway Business and Highway Business Southwest Districts.

MOTION ARTICLE 53: Zoning Bylaw Section 7-03-060 Design Review, Section 7-04-010 Classification of Districts, Section 7-05-030, Table of Uses, Table 1, Part B. Commercial and Industrial Districts, Section 7-06-020, Table 2. Table of Density and Dimensional Regulations, Section 7-09-020 Site design standards, Section 7-09-030 Off-street parking and loading, Section 7-09-040 Signs, Section 7-07-030 Major Commercial Development Overlay District

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Sections 7-03-060, 7-04-010, 7-05-030, 7-06-020, 7-09-020, 7-09-030, and 7-09-040 by adding the underlined text and deleting Section 7-07-030 Major Commercial Development Overlay in its entirety, as set forth in the Warrant.

ARTICLE 54: Zoning Bylaw Section 7-09-030, Off-street parking and loading

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-09-030.C.(2)(a), by adding the text shown below as underlined and deleting the text shown with strike-through, or take any action relative thereto.

(a) Off-street parking spaces shall be located behind or beside the principal structure on the lot. No parking shall be located closer to the front lot line than the nearest point ~~front line~~ of the principal structure nearest to the front lot line. However, the applicable special permit granting authority may

grant a special permit to locate up to twenty-five percent (25%) of the required off-street parking spaces in front of a principal structure, except in the Downtown Business District, and may also authorize a change in any maximum front yard setback where necessary to accommodate such parking. In granting a special permit, the special permit granting authority may impose design, surface treatment, landscaping, lighting and other requirements to mitigate the visual impact of parking areas on views from the road, and may regulate the location of the remaining parking to achieve the purposes of this section.

MOTION ARTICLE 54: Zoning Bylaw Section 7-09-030, Off-street parking and loading

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-030.C.(2)(a), by adding the underlined text and deleting the text shown with strike-through, as set forth in the Warrant.

ARTICLE 55: Zoning Bylaw Section 7-05-020, Classification of uses and Section 7-05-030, Table 1. Table of Uses. Part B. Commercial and Industrial Districts

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Sections 7-05-020 and 7-05-030 by adding the text shown below as underlined, or take any action relative thereto.

1: Amend Section 7-05-020 Classification of Uses, as follows:

Section 7-05-020G.(4)(e) Co-working space: A building or part thereof consisting of a shared office environment, which contains desks or other workspaces and facilities, including but not limited to, dedicated workstations, office suites, meeting rooms, event space, resource libraries, and business or administrative support services, and is used by a recognized membership who share the site to interact and collaborate with each other as part of a community. Rules for membership and participation in the co-working space are explicit, transparent, and available to the public. Co-working spaces may host classes or networking events which are open either to the public or to current and prospective members.

7-05-020 I.(1)(a) Maker space: A building or part thereof used for the on-site production of parts or finished products by individual or shared use of hand-tools, mechanical tools, and electronic tools. Maker Spaces may include space for design and prototyping of new materials, fabrication methodologies, and products, as well as space for packaging, incidental storage, sales, and distribution of such projects. Typical uses include but are not limited to: electronic goods; printmaking; leather products; jewelry and clothing/apparel; metal work; furniture; woodworking and cabinet shops; glass or ceramic production; and paper manufacturing. Maker Spaces may host classes or networking events which are open to the public. Maker Spaces may also include a membership component.

2: Amend Section 7-05-030, Table 1. Table of Uses. Part B. Commercial and Industrial Districts, as follows:

Financial or Professional Services							
	DB	BE	BW	BS	HB	<u>HBSW</u>	I
<u>Co-working space</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>

INDUSTRIAL USES							
	DB	BE	BW	BS	HB	<u>HBSW</u>	I
<u>Maker space</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>PB</u>

MOTION ARTICLE 55: Zoning Bylaw Section 7-05-020, Classification of uses and Section 7-05-030, Table 1. Table of Uses. Part B. Commercial and Industrial Districts

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Sections 7-05-020 and 7-05-030 by adding the underlined text as set forth in the Warrant.

ARTICLE 56: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-07-010, by adding the text shown below as underlined and deleting the text shown with strike-through, and renumber the remaining internal sections of Subsection D.(3)(c) accordingly, or take any action relative thereto.

Subsection D.(1)(c)[3]:

Commercial development as allowed per underlying zoning that does not involve as accessory uses the manufacture, storage, application, transportation and/or disposal of toxic or hazardous materials, limited to retail shopping, business or professional office, on lots of at least twenty thousand (20,000) square feet in area where sewage disposal is on-site, such that: a) the impervious cover of the building lot is increased over existing conditions by no more than forty percent (40%) or, where lot coverage will comply with underlying zoning, the proponent can demonstrate and certify that runoff waters leaving the site via surface flow will not violate Class B water quality standards (314 CMR 4.00) and that runoff waters leaving the site via groundwater recharge will not violate Class I groundwater quality standards (314 CMR 6.00); b) the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%); and c) any on-site sewage disposal is less than or equal to one hundred ten (110) gallons per day per

ten thousand (10,000) square feet of lot area, such determination to be made by the Building Inspector in conjunction with a staff/consulting civil engineer and other relevant Town staff.

Subsection (3)(c)[3]:

~~[3] Commercial development as allowed per underlying zoning, such that the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%), the impervious cover of the building lot is increased over existing conditions by no more than forty percent (40%) or there is no restriction of lot coverage beyond that provided by underlying zoning where proponent can demonstrate and certify that runoff waters leaving the developed site via surface flow will not violate Class B water quality standards (314 CMR 4.00) and runoff waters leaving the site via groundwater recharge will not violated Class I groundwater quality standards (314 CMR 6.00), and any on-site sewage disposal is less than or equal to one hundred ten (110) gallons per day per ten thousand (10,000) square feet of lot area.~~

MOTION ARTICLE 56: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-07-010 by adding the underlined text, deleting the text shown with strike-through, and renumbering the remaining internal sections of Subsection D.(3)(c) accordingly, as set forth in the Warrant.

ARTICLE 57: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-07-010, by adding the text shown below as underlined and deleting the text shown with strike-through, and renumber the remaining internal sections of Subsection D.(3)(c) accordingly, or take any action relative thereto.

Subsection D.(1)(c)[2]

Residential development of single-family, two-family and multifamily dwellings as allowed in the underlying district on lots of at least twenty thousand (20,000) square feet in area where sewage disposal is on-site, such that the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%) or such that the impervious cover of the building lot is increased over existing conditions by no more than fifteen percent (15%) and any on-site sewage disposal is less than or equal to two hundred twenty (220) gallons per day per ten thousand (10,000) square feet of lot area, such determination to be made by the Building Inspector Department in conjunction with a staff/consulting civil engineer and other relevant Town staff. ~~the Town Engineer.~~

Subsection D.(3)(c)[6]

~~[6] Two-family and multifamily residential development on lots of at least twenty thousand (20,000) square feet in area, such that the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%) or such that the impervious cover of the building lot is increased over existing conditions by no more than fifteen percent (15%) and any on-site sewage~~

disposal is less than or equal to two hundred twenty (220) gallons per day per ten thousand (10,000) square feet of lot area.

{7}

MOTION ARTICLE 57: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-07-010 by adding the underlined text, deleting the text shown with strike-through, and renumbering the remaining internal sections of Subsection D.(3)(c) accordingly, as set forth in the Warrant.

ARTICLE 58: Zoning Bylaw Section 7-03-060, Design Review

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-03-060, by adding the text shown below as underlined and deleting the text shown with strike-through, or take any action relative thereto.

B. Applicability.

- (1) Design review by the design review committee shall be required as part of sign permit approval in the Downtown Business District, ~~the~~ or site plan approval or a special permit with site plan approval for any of the following:
 - (a) In any business district, new construction or exterior alterations or expansion of any commercial, municipal, institutional or multifamily structure;
 - (b) In the Downtown Neighborhood District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit;
 - (c) In the Major Commercial Development Overlay District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit;
 - (d) In any industrial district, new construction of any extensive uses, institutional uses, mixed uses, business uses, public service or public utility, or industrial uses; ~~or~~
 - (e) In the RC, GR, MSR, and DN districts, any special permit application to the Planning Board for a two-family dwelling;
 - (f) In the DB District, any wall, freestanding, or permanent window sign;
 - (g) In the Multifamily Development Overlay District, new construction or expansion of any structure.

C. Submission requirements and procedures. The submission requirements and procedures for design review shall be in accordance with the Design Review Committee's rules and regulations.

- (1) As a part of the sign permit, site plan approval or special permit with site plan approval process, the Design Review Committee shall review a proposed project and provide written recommendations to the applicable issuing authority within the review periods prescribed in Section 7-03-050. The Design Review Committee may conduct one (1) or more pre-application meetings with the proponent.

E. Appointment of the Design Review Committee.

- (1) The Planning Board shall appoint a Design Review Committee. Such Committee shall be chaired by a member of the Planning Board, and shall additionally consist of four (4) members, who shall be residents or employed within the Town of Northborough, with a preference given to the following disciplines for three-year terms:
 - (a) ~~Two (2)~~ One (1) degreed architects;

- (b) One (1) degreed landscape architect or person qualified by training in landscape design; ~~and~~
- (c) ~~One (1)~~ Two (2) residents of the town with a related background such as real estate development, landscape design, architecture, historic preservation, interior design, graphic design, lighting design, civil engineering, or building/construction; or
- (d) A balance of representation as close as possible to this mix.

MOTION ARTICLE 58: Zoning Bylaw Section 7-03-060, Design Review

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-03-060, by adding the underlined text and deleting the text shown with strike-through, as set forth in the Warrant.

ARTICLE 59: Zoning Bylaw Section 7-09-020, Site design standards

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-09-020.C., by adding the text shown below as underlined and deleting the text shown with strike-through, or take any action relative thereto.

- (2) Outdoor lighting. In the area of the new construction or addition, outdoor lighting, including lighting on the exterior of a building or lighting in parking areas, shall be full cutoff and conform to “Dark Skies” guidelines, as stated by the International Dark Sky Association (IDA), arranged to minimize glare and light spilling over to neighboring properties. Energy-efficient lighting with timers or motion sensors are strongly encouraged. ~~Except for low level intensity pedestrian lighting with a height of less than eight (8) feet, all outdoor lighting shall be designed and located so that the luminaire has an angle of cutoff less than seventy six degrees (76 degrees) and a line drawn from the height of the luminaire along the angle of cutoff intersects the ground at a point within the development site.~~
- (6) Primary entrances to buildings shall be situated on pedestrian ways (i.e. sidewalks, plazas or open space) and shall have a minimum width of seven (7) feet.
- (7) New sidewalks shall be composed of four (4) inch thickness of reinforced cement concrete, however they may include a decorative band of brick or pavers.
- (8) Curbing shall be either vertical granite or vertical concrete with a minimum reveal of six (6) inches.

MOTION ARTICLE 59: Zoning Bylaw Section 7-09-020, Site design standards

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-09-020.C., by adding the underlined text and deleting the text shown with strike-through, as set forth in the Warrant.

ARTICLE 60: Zoning Bylaw Section 7-09-020, Site design standards

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-09-020.D.(1), by adding the text shown below as underlined, or take any action relative thereto.

(1) Building placement, design, and orientation.

(e) Metal or fiberglass as a primary building finish material shall not be used;

(f) Flat roofs may be allowed on buildings as long as the roofline projects upward from the building surface as a decorative cornice or parapet;

MOTION ARTICLE 60: Zoning Bylaw Section 7-09-020, Site design standards

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-020.D.(1), by adding the underlined text, as set forth in the Warrant.

ARTICLE 61: Zoning Bylaw – Section 7-09-040, Signs

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-040 Signs, by adding the text shown below as underlined and deleting the text shown below in strikethrough, or take any action relative thereto.

7-09-040 Signs.

A. Purpose. Signs are a necessary means of communicating information. Since signs are intended to be seen, they attract attention and are one (~~1~~) of the most visible and apparent aspects of a town's character. They tend to produce a lasting impression on residents and visitors, and they provide an indication of the commercial health of a business area and a town as a whole. Simplicity in design and restrained use of signs are necessary to prevent a sign overload, which creates clutter and is as confusing as no signs at all.

D. Basic Requirements.

(12) Window signs are allowed in business districts only. All combined window signage shall be limited to 10% of the total glass area on any one façade/side of a building.

E. Construction and maintenance of signs.

(1) All signs shall be constructed of durable and weatherproof material. They shall be maintained in safe structural condition and good visual appearance at all times, and no sign shall be left in a dangerous or defective state. The Building Inspector shall have the authority to inspect any sign and order the owner to paint, repair or remove a sign which constitutes a hazard or a nuisance due to improper or illegal installation, dilapidation, damage, or inadequate maintenance.

(3) Any sign, together with its structural elements, which advertises or calls attention to any business or services of owner or tenant which are no longer operational shall be removed by the owner within thirty (30) days of the date on which the operation ceased.

G. Signs in business districts.

(1) Type, size, and number of signs. There shall not be more than the following on each lot:

(c) Highway Business District.

- [1] Lot with one (1) or two (2) tenants.
- [a] Freestanding sign. Not more than one (1) freestanding sign, size not to exceed one hundred (100) square feet, height not to exceed twenty (20) feet as measured from the ground to the highest point of the sign. The freestanding sign shall indicate the name(s) of the tenant(s) and address of the facility, in a fixed manner, and may have an additional fifty (50) square feet of space for changeable-copy message. Electronic message centers may be used as part of a freestanding sign.
- [b] Wall sign: one (1) wall sign, size not to exceed 10% of the wall size to which the sign is affixed or two-one hundred fifty (250+00) square feet, whichever is smaller, for each tenant, or two (2) wall signs with a combined total area not to exceed two hundred fifty (250) one hundred (100) square feet for each tenant.
- [2] Lot with three (3) or more tenants.
- [a] Freestanding sign. Not more than one (1) freestanding sign for each ten (10) tenants located on the lot; size not to exceed one hundred (100) square feet, height not to exceed twenty (20) feet as measured from the ground to the highest point of the sign. The freestanding sign shall indicate the name and address of the facility in a fixed manner and may have space for listings of individual tenants and may have an additional fifty (50) square feet of space for changeable-copy message. When there is more than one (1) freestanding sign on a lot, there shall be not less than fifty (50) feet between signs, and no sign shall be located to obstruct the viewing of any other sign.
- ~~[3]~~[b] Wall sign: one (1) wall sign, size not to exceed 10% of the wall size to which the sign is affixed or two-one hundred fifty (250+00) square feet, whichever is smaller, for each tenant, or two (2) wall signs with a combined total area not to exceed two hundred fifty (250) one hundred (100) square feet for each tenant.
- ~~[4]~~[c] Directory sign. There may be not more than one (1) directory of the tenants of the building affixed to the exterior wall of the building. Such directory sign shall not exceed an area determined on the basis of one (1) square foot for each occupant or tenant of the building.

(3) Temporary signs. Signs for the purpose of announcing a special day or event and not to exist more than ~~fifty-six (56)~~ thirty (30) days per calendar year shall be permitted. The Select Board may grant an extension of this time period. One (1) exterior movable sign shall be limited to fifteen (15) square feet. One (1) temporary sign shall be permitted for each freestanding sign as permitted by this section. Temporary signs shall be placed a minimum distance of thirty (30) feet apart from each other. Temporary signs affixed to the inside of a window shall not exceed thirty percent (30%) of the window area of the storefront. To place a temporary sign on property other than that which is being advertised, the applicant must have written permission from the landowner and the Select Board.

K. Permit not required. The following types of signs do not require a permit from the Building Inspector:

(10) Historic Signs, markers, and municipal plaques. Signs and markers signifying historical importance and municipal plaques shall not be subject to this Bylaw and shall be permitted in all use districts without permit.

MOTION ARTICLE 61: Zoning Bylaw – Section 7-09-040, Signs

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-040 Signs, by adding the underlined text and deleting the text shown in strikethrough, as set forth in the Warrant.

ARTICLE 62: Street Acceptances

To see if the Town will vote to accept as a public way the roadway known as Harrington Lane, situated west of Washburn Street in the central section of the Town of Northborough, as heretofore laid out by the Select Board and shown on a plan entitled: “Roadway Acceptance Plan of Harrington Lane in Northborough, MA”, prepared by Connorstone Engineering Inc., dated December 4, 2023, last revised March 6, 2024, a copy of which has been placed on file at the Town Clerk’s Office, and to authorize the Select Board to acquire on behalf of the Town, by purchase, gift, eminent domain, or otherwise, interests in property, including public way, drainage and open space easements, sufficient to use said way for all purposes for which public ways are used in the Town of Northborough, or take any action relative thereto.

- This Article provides for the acceptance of Harrington Lane as a Town Street and authorizes acquisition of related easements in connection with the subdivision approval process.

MOTION ARTICLE 62: STREET ACCEPTANCES

I move the Town vote to accept as a public way the roadway known as Harrington Lane, situated west of Washburn Street in the central section of the Town of Northborough, as heretofore laid out by the Select Board and shown on a plan entitled: “Roadway Acceptance Plan of Harrington Lane in Northborough, MA”, prepared by Connorstone Engineering Inc., dated December 4, 2023, last revised March 6, 2024, a copy of which has been placed on file at the Town Clerk’s Office, and to authorize the Select Board to acquire on behalf of the Town, by purchase, gift, eminent domain, or otherwise, interests in property, including public way, drainage and open space easements, sufficient to use said way for all purposes for which public ways are used in the Town of Northborough.

ARTICLE 63: Citizen Petition – Section 7-03-060 Design Review

To see if the Town will vote to amend Part 7 of the Northborough Town Code, and the Northborough Zoning Bylaw Section 7-03-060, by removing the text in its entirety (as shown below in strikethrough).

The Design Review and “Design Review Committee” would be terminated and no longer a function within the Town of Northborough. Removing Design Review and Design Review Committee from all references in the Northborough Zoning Bylaw and the Northborough Town Code wherever it appears.

7-03-060 Design review.

A. ~~Purpose. The purpose of design review is to preserve historic land uses and structures and to promote architectural and ecological considerations for the betterment of the community. Further, the design review process is intended to provide guidance to the proponent in the development or evaluation of site and building design, to establish principles and standards to guide development, and to promote the following objectives:~~

- ~~(1) To strengthen the character of Downtown Northborough as the focal point of a prosperous rural New England community and as a destination for shopping, services and government;~~
- ~~(2) To encourage development that is distinctive and appropriate to locations within other business districts, supportive of the function of the Highway Business District and Business South District as gateways into Northborough, and supportive of the function of the Business East and Business West Districts as neighborhood business areas and as gateways to Downtown Northborough;~~
- ~~(3) To encourage development within the Downtown Neighborhood District that respects the character of established neighborhoods; and to encourage that more intensive uses, where they occur, draw upon appropriate local or regional models of traditional neighborhood design; and~~
- ~~(4) To assure that future construction, alterations, or additions maintain a relationship to the historic development of the town through appropriate design.~~

B. ~~Applicability.~~

- ~~(1) Design review by the design review committee shall be required as part of the site plan approval or a special permit with site plan approval for any of the following:~~
 - ~~(a) In any business district, new construction or exterior alterations or expansion of any commercial, municipal, institutional or multifamily structure;~~
 - ~~(b) In the Downtown Neighborhood District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit;~~
 - ~~(c) In the Major Commercial Development Overlay District, new construction or exterior alterations or expansion of any multifamily structure or any structure requiring a special permit;~~
 - ~~(d) In any industrial district, new construction of any extensive uses, institutional uses, mixed uses, business uses, public service or public utility, or industrial uses; or~~
 - ~~(e) In the RC, GR, MSR, and DN districts, any special permit application to the Planning Board for a two-family dwelling.~~
- ~~(2) Nothing in this section shall be construed to conflict with MGL C. 40, § 3, which prohibits the regulation or restriction of the use of materials or methods of construction of structures regulated by the State Building Code. In addition, nothing in this section shall be constructed to conflict with Chapter 1-60, Historic District Commission. Where there is a conflict between this section and said Chapter 1-60, that latter shall govern.~~

C. ~~Submission requirements and procedures. The submission requirements and procedures for design review shall be in accordance with the Design Review Committee's rules and regulations.~~

- ~~(1) As a part of the site plan approval or special permit with site plan approval process, the Design Review Committee shall review a proposed project and provide written recommendations to the applicable issuing authority within the review periods prescribed in Section 7-03-050. The~~

~~Design Review Committee may conduct one (1) or more pre-application meetings with the proponent.~~

- ~~(2) When a proponent applies for a special permit prior to submitting a site plan for review by the special permit granting authority, the Design Review Committee's review shall occur in conjunction with the special permit granting authority's review of the site plan under Section 7-03-050(D). The Design Review Committee shall review such plans in accordance with its design guidelines and any special permit conditions imposed by the special permit granting authority.~~

~~D.—Design guidelines. The Design Review Committee shall prepare and adopt design guidelines to assist property owners, proponents, architects, and landscape architects with project planning and developing submissions for review under this section. The guidelines shall serve as a supplement to, and shall not be inconsistent with, the site development standards in Section 7-09-020. The guidelines shall be on file in the Office of the Town Clerk and the Planning Department.~~

~~E.—Appointment of the Design Review Committee.~~

- ~~(1) The Planning Board shall appoint a Design Review Committee. Such Committee shall be chaired by a member of the Planning Board, and shall additionally consist of four (4) members, who shall be residents, with a preference given to the following disciplines for three-year terms:~~
- ~~(a) Two (2) degreed architects;~~
 - ~~(b) One (1) degreed landscape architect; and~~
 - ~~(c) One (1) resident of the town with a related background such as real estate development, interior design, graphic design, lighting design, or building/construction; or~~
 - ~~(d) A balance of representation as close as possible to this mix.~~

~~(4-27-09 ATM, Art. 31; 4-26-10 ATM, Art. 28; 4-27-15 ATM, Art. 47; 4-23-18 ATM, Art. 39; 4-22-19 ATM, Art. 29.)~~

ARTICLE 64: Status Report from Fire Station Building Committee

To see if the Town will vote to hear an update from the Fire Station Building Committee on the fire station building project.

MOTION ARTICLE 64: Status Report from Fire Station Building Committee

I move the Town vote to hear an update from the Fire Station Building Committee on the fire station building project.

ARTICLE 65: Reports

MOTION ARTICLE 65: Reports

I move the Town vote to pass over Reports.

FY2025 General Fund Budget Summary

Department	FY2024 Budget	FY2025 Proposed Budget	\$ Change	% Change
GENERAL ADMINISTRATION				
<u>EXECUTIVE OFFICE</u>				
Select Board	202,357	208,007	5,650	2.79%
Administrator	314,717	330,242	15,525	4.93%
Economic Development	1,100	1,100	-	0.00%
Town Reports	5,150	5,400	250	4.85%
<u>TOWN HALL/OFFICE SUPPLIES</u>				
Town Hall/Office Supplies	157,240	167,930	10,690	6.80%
<u>FINANCE</u>				
Town Accountant	211,158	332,804	121,646	57.61%
Board of Assessors	296,353	325,146	28,793	9.72%
Treasurer	377,665	405,308	27,643	7.32%
<u>MIS/GIS</u>				
MIS/GIS	698,020	869,188	171,168	24.52%
<u>TOWN CLERKS OFFICE</u>				
Town Clerk/Elections	219,500	279,301	59,801	27.24%
<u>ADVISORY BOARDS/SERVICES</u>				
Moderator	500	500	-	0.00%
Appropriations Committee	1,695	1,695	-	0.00%
Town Counsel	90,000	100,000	10,000	11.11%
Personnel Board	53,749	89,075	35,326	65.72%
<u>PLANNING & CONSERVATION</u>				
Conservation Commission	114,161	115,315	1,154	1.01%
Planning Board	211,807	216,895	5,088	2.40%
Zoning Board	4,080	2,360	(1,720)	-42.16%
Earthwork Board	2,889	2,683	(206)	-7.13%
PUBLIC SAFETY				
Police	3,235,027	3,510,412	275,385	8.51%
Fire	2,447,473	2,514,361	66,888	2.73%
Emergency Preparedness	7,000	7,000	-	0.00%
Building	212,523	218,231	5,708	2.69%
Gas Inspector	31,956	32,265	309	0.97%
Wire Inspector	23,964	27,569	3,605	15.04%
Sealer of Weights	15,873	16,349	476	3.00%
Board of Health	216,436	217,365	929	0.43%
Animal Control	42,729	42,729	-	0.00%
PUBLIC WORKS				
Highway Admin.	166,838	199,819	32,981	19.77%
Hwy. Const. & Maint.	1,783,772	1,848,587	64,815	3.63%
Parks	178,465	187,015	8,550	4.79%
Cemetery	188,109	199,420	11,311	6.01%
Public Facilities	752,139	811,964	59,825	7.95%
Engineering	192,261	74,900	(117,361)	-61.04%
Snow & Ice	459,642	459,642	-	0.00%
Street Lighting	165,000	165,000	-	0.00%
Trees	71,500	71,500	-	0.00%
COMMUNITY SERVICES				
Council on Aging	296,033	312,426	16,393	5.54%
Library	920,230	1,048,078	127,848	13.89%
Recreation	161,566	166,640	5,074	3.14%
Youth Services	184,179	184,179	-	0.00%
Veterans Services	97,801	97,801	-	0.00%
Cable TV	301,085	300,847	(238)	-0.08%
Cultural Council	1,000	1,000	-	0.00%
Community Affairs Committee	1,000	1,000	-	0.00%
Historical Commission	500	1,000	500	100.00%

FY2025 General Fund Budget Summary Continued

Department	FY2024 Budget	FY2025 Proposed Budget	\$ Change	% Change
UNDISTRIBUTED EXPENSES				
<u>EMPLOYEE BENEFITS & INSURANCE</u>				
Health Insurance	6,184,052	6,455,882	271,830	4.40%
Transfer to OPEB Trust	550,000	600,000	50,000	
Life Insurance	8,930	8,930	-	0.00%
Other Benefits/FICA	538,678	564,132	25,454	4.73%
Workers Comp	134,702	144,934	10,232	7.60%
Retirement Assessments	2,788,842	3,101,216	312,374	11.20%
<u>BUILDING & LIABILITY INSURANCE</u>				
Bldg. & Liability Insur.	297,705	349,247	51,542	17.31%
<u>DEBT SERVICE</u>				
Debt Service	2,135,620	2,096,810	(38,810)	-1.82%
<u>STATE ASSESSMENTS</u>				
State Assessments	292,082	270,109	(21,973)	-7.52%
<u>NORFOLK AGRICULTURAL HIGH SCHOOL</u>				
Tuition/Transportation	46,200	55,805	9,605	20.79%
<u>STABILIZATION FUND CONTRIBUTION</u>				
Stabilization Fund	200,000	200,000	-	
<u>RESERVE FUND</u>				
Reserve Fund	175,000	175,000	-	0.00%
<u>SPECIAL WARRANT ARTICLES</u>				
Special Articles	1,105,000	2,197,920	1,092,920	98.91%
Solid Waste Subsidy	345,160	597,000	251,840	72.96%
OTHER NON-APPROPRIATED AMOUNTS				
Reserve for Abatements	334,564	375,000	40,436	12.09%
Offsets	39,968	39,445	(523)	-1.31%
ENTERPRISE FUNDS				
Water	2,772,795	2,914,998	142,203	5.13%
Sewer	2,508,481	2,763,283	254,802	10.16%
Solid Waste	1,040,684	1,302,650	261,966	25.17%
GROSS TOTAL TOWN	36,614,705	40,382,409	3,767,705	10.29%
CALCULATION OF NET TOTAL TOWN				
Less Water Fund	(2,772,795)	(2,914,998)		
Less Sewer Fund	(2,508,481)	(2,763,283)		
Less Solid Waste	(1,040,684)	(1,302,650)		
Less Other Funds	(891,826)	(937,643)		
Less Recap Adjustments	23,648			
Less Debt Exclusion	(1,918,035)	(1,868,380)		
Less Reserve Fund Article	(175,000)	(175,000)		
Less Transfer to OPEB Trust	(550,000)	(600,000)		
Less Transfer to Stabilization	(200,000)	(200,000)		
Less Special Articles	(1,105,000)	(2,197,920)		
NET TOTAL TOWN	25,476,532	27,422,535		7.64%
CALCULATION OF TOWN APPROPRIATION				
GROSS TOTAL TOWN	36,614,705	40,382,409		
Less County Assessments	(2,788,842)	(3,101,216)		
Less State Assessments	(292,082)	(270,109)		
Less Reserve for Abatements	(334,564)	(375,000)		
Less Offsets	(39,968)	(39,445)		
Less Reserve Fund Article	(175,000)	(175,000)		
Less Stabilization Transfer Article	(200,000)	(200,000)		
Less Special Articles	(1,105,000)	(2,197,920)		
Less Solid Waste Subsidy	(345,160)	(597,000)		
Less Enterprise Funds	(6,321,960)	(6,980,931)		
Net Town Warrant Article 4	25,012,129	26,445,788		

FY2025 Enterprise Funds Budget Summary (Operating Budget - Article 5)

REVENUE	FY2024	FY2025	\$ Change	% Change
Water Fees, Charges & Betterments	2,550,000	2,700,000	150,000	5.88%
Transfer from Water Fund Free Cash	222,795	210,441	(12,354)	-5.55%
SUBTOTAL WATER REVENUES	2,772,795	2,910,441	137,646	4.96%
Sewer Fees, Charges & Betterments	2,508,481	2,760,246	251,765	10.04%
Transfer from Sewer Fund Free Cash	0	0	0	
TOTAL SEWER FUND REVENUES	2,508,481	2,760,246	251,765	10.04%
Solid Waste Fees	530,000	530,000	0	0.00%
General Fund Subsidy	345,160	597,000	251,840	72.96%
Transfer from Solid Waste Free Cash	165,524	175,650	10,126	6.12%
SOLID WASTE FUND REVENUES	1,040,684	1,302,650	261,966	25.17%
WATER, SEWER & SOLID WASTE REVENUES	6,321,960	6,973,337	651,377	10.30%
EXPENDITURES	FY2024	FY2025	\$ Change	% Change
Wages, Benefits & Expenses	2,461,606	2,612,692	151,086	6.14%
Debt Service	311,189	297,749	(13,440)	-4.32%
WATER FUND EXPENDITURES	2,772,795	2,910,441	137,646	4.96%
Wages, Benefits & Expenses	1,903,405	2,177,270	273,865	14.39%
Debt Service	605,076	582,976	(22,100)	-3.65%
SEWER FUND EXPENDITURES	2,508,481	2,760,246	251,765	10.04%
SOLID WASTE FUND EXPENDITURES	1,040,684	1,302,650	261,966	25.17%
WATER, SEWER & SOLID WASTE EXPENDITURES	6,321,960	6,973,337	651,377	10.30%

FY2025 Public Education Summary (Warrant Articles 6, 7 & 8)

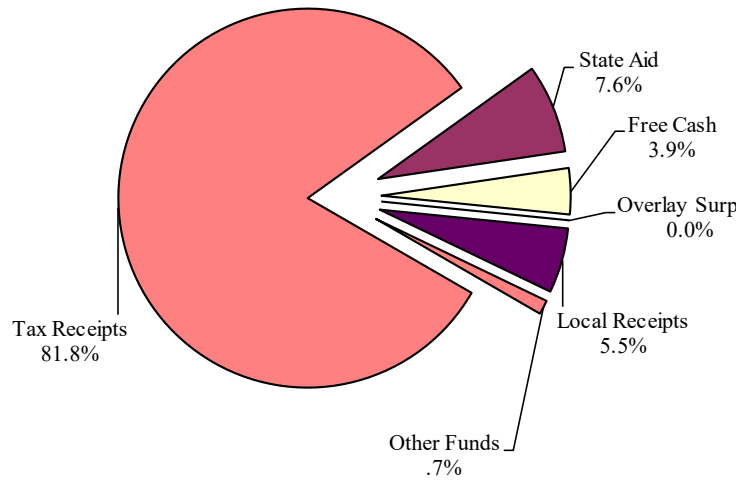
PUBLIC EDUCATION	FY2024	FY2025	\$ Change	% Change
Northborough K-8	\$28,001,227	\$29,119,597	\$1,118,370	3.99%
Northborough K-8 Total (Article 6)	\$28,001,227	\$29,119,597	\$1,118,370	3.99%
Algonquin Reg HS 9-12 Operating	\$13,421,085	\$14,119,879	\$698,794	5.21%
Algonquin Reg HS 9-12 Capital	\$0	\$242,077	\$242,077	
Algonquin HS Debt (Excluded)	\$651,454	\$645,281	(\$6,173)	-0.95%
Algonquin HS Debt (Non-Excluded)	\$0	\$186,610	\$186,610	
Algonquin Total (Article 7)	\$14,072,539	\$15,193,847	\$1,121,308	7.97%
Assabet Valley Regional HS	\$1,175,405	\$1,286,838	\$111,433	9.48%
Assabet Valley Debt Assessment	\$126,176	\$122,348	(\$3,828)	-3.03%
Assabet Total (Article 8)	\$1,301,581	\$1,409,186	\$107,605	8.27%
TOTAL PUBLIC EDUCATION	\$43,375,347	\$45,722,630	\$2,347,283	5.41%

* Please see separate handouts for detail regarding School Budgets.

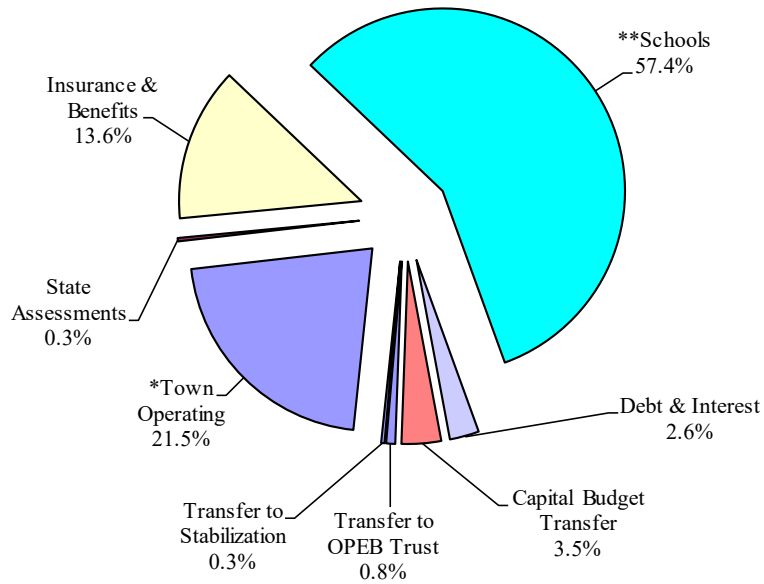
TOWN OF NORTHBOROUGH
REVENUE & EXPENDITURE SUMMARY FISCAL YEARS 2024–2025

	<u>PROPOSED</u> FY2024	<u>REVISED</u> FY2024	<u>PROPOSED</u> FY2025	\$ CHANGE	% CHANGE
LEVY LIMIT CALCULATION					
Prior Year Levy Limit	\$60,232,198	\$60,232,198	\$62,344,239		
Add 2.5%	\$1,505,805	\$1,505,805	\$1,558,606		
Add New Growth	\$591,600	\$606,236	\$428,400		
Add Overrides	\$0	\$0	\$0		
True Levy Limit	\$62,329,603	\$62,344,239	\$64,331,245	\$1,987,006	3.48%
Add Debt Excl - Library	\$255,841	\$255,841	\$278,115		
Add Debt Excl - Senior Center	\$286,915	\$286,915	\$302,490		
Add Debt Excl - Algonquin	\$639,873	\$639,873	\$645,281		
Less Debt Excl - Settlement	\$0	\$0	\$0		
Add Debt Excl - Lincoln Street	\$973,476	\$973,475	\$948,821		
Add Debt Excl - Fire Station	\$327,312	\$316,586	\$338,500		
Add Total Net Debt Exclusions	\$2,483,417	\$2,472,690	\$2,513,207	\$40,517	1.64%
Adjusted Levy Limit	\$64,813,020	\$64,816,929	\$66,844,452	\$2,027,523	3.13%
REVENUES					
Adjusted Levy Limit	\$64,813,020	\$64,816,929	\$66,844,452		
Less Unused Levy Capacity	(\$3,868,927)	(\$4,046,499)	(\$2,136,956)	\$1,909,543	
Total Tax Receipts	\$60,944,093	\$60,770,430	\$64,707,496	\$3,937,066	6.48%
State Aid	\$5,875,821	\$5,929,537	\$6,016,049	\$86,512	1.46%
Free Cash (Operating)	\$500,000	\$500,000	\$500,000		
Free Cash (Reserve)	\$175,000	\$175,000	\$175,000		
Free Cash (Stabilization)	\$200,000	\$200,000	\$200,000		
Free Cash (Capital)	\$1,105,000	\$1,105,000	\$2,197,920		
Free Cash	\$1,980,000	\$1,980,000	\$3,072,920	\$1,092,920	55.20%
Overlay Surplus (Capital)	\$0	\$0	\$600,000	\$600,000	
Local Receipts	\$4,000,000	\$4,096,299	\$4,400,000	\$303,701	7.41%
Other Funds	\$891,826	\$891,826	\$937,643	\$45,817	5.14%
TOTAL GENERAL FUND REVENUES	\$73,691,740	\$73,668,092	\$79,734,108	\$6,066,016	8.23%
Enterprise Funds	\$6,321,960	\$6,321,960	\$6,973,337	\$651,377	10.30%
TOTAL REVENUES	\$80,013,700	\$79,990,052	\$86,707,445	\$6,717,393	8.40%
EXPENDITURES					
	<u>PROPOSED</u> FY2024	<u>REVISED</u> FY2024	<u>PROPOSED</u> FY2025	\$ CHANGE	% CHANGE
Town Departments Requests	\$14,224,416	\$14,224,416	\$15,232,405	\$1,007,989	7.09%
Non-Excluded Debt Service	\$217,585	\$217,585	\$228,430	\$10,845	4.98%
Health Insurance	\$6,184,052	\$6,184,052	\$6,455,882	\$271,830	4.40%
Retirement Assessment	\$2,788,842	\$2,788,842	\$3,101,216	\$312,374	11.20%
Solid Waste Subsidy	\$345,160	\$345,160	\$597,000	\$251,840	72.96%
Other Fixed Costs	\$1,716,477	\$1,716,477	\$1,807,602	\$91,125	5.31%
Town Budget	\$25,476,532	\$25,476,532	\$27,422,535	\$1,946,003	7.64%
Schools					
Northborough K-8	\$28,001,227	\$28,001,227	\$29,119,597	\$1,118,370	3.99%
Algonquin 9-12 Operating	\$13,421,085	\$13,421,085	\$14,119,879	\$698,794	5.21%
Algonquin 9-12 Capital	\$0	\$0	\$242,077	\$242,077	
ARHS Debt Excluded Debt (Ad/Ren)	\$651,454	\$651,454	\$645,281	(\$6,173)	-0.95%
ARHS Non-Excluded Debt (Complex)	\$0	\$0	\$186,610	\$186,610	
ARHS Assessment Total	\$14,072,539	\$14,072,539	\$15,193,847	\$1,121,308	7.97%
Assabet	\$1,175,405	\$1,175,405	\$1,286,838	\$111,433	9.48%
Assabet Renovation Project	\$126,176	\$126,176	\$122,348	(\$3,828)	-3.03%
Assabet Assessment Total	\$1,301,581	\$1,301,581	\$1,409,186	\$107,605	8.27%
Schools Total	\$43,375,347	\$43,375,347	\$45,722,630	\$2,347,283	5.41%
Warrant Articles					
Tax Levy Funded	\$0	\$0	\$10,000	\$10,000	
Reserve Fund	\$175,000	\$175,000	\$175,000	\$0	
Transfer to Stabilization	\$200,000	\$200,000	\$200,000	\$0	
Overlay Surplus Capital	\$0	\$0	\$600,000	\$600,000	
Free Cash Capital	\$1,105,000	\$1,105,000	\$2,197,920	\$1,092,920	
Transfer to OPEB Trust	\$550,000	\$550,000	\$600,000	\$50,000	9.09%
Total Debt Excluded Debt Service	\$1,918,035	\$1,918,035	\$1,868,380	(\$49,655)	-2.59%
Other Funds	\$891,826	\$891,826	\$937,643	\$45,817	5.14%
Adjustments		(\$23,648)			
TOTAL GENERAL FUND EXPENDITURES	\$73,691,740	\$73,668,092	\$79,734,108	\$6,066,016	8.23%
Water Enterprise Fund	\$2,772,795	\$2,772,795	\$2,910,441	\$137,646	4.96%
Sewer Enterprise Fund	\$2,508,481	\$2,508,481	\$2,760,246	\$251,765	10.04%
Solid Waste Enterprise Fund	\$1,040,684	\$1,040,684	\$1,302,650	\$261,966	25.17%
TOTAL ALL FUNDS	\$80,013,700	\$79,990,052	\$86,707,445	\$6,717,393	8.40%

Fiscal Year 2025 Revenue Sources



Fiscal Year 2025 Expenditures



*Town Expenditures include Reserves for Abatements, Appropriation Reserve Fund, and Offsets
 **School Expenditures include Northborough K-8 School operations, Algonquin Regional High School operations, Algonquin Regional High School Debt Service & Assabet Valley Assessment

Northborough
**Financial Planning
Committee Report**
Annual Town Meeting
April 22, 2024

Report of the Financial Planning Committee

The Financial Planning Committee consists of six members. Three members are appointed by the Town Moderator, and one each by the Northborough School Committee, the Appropriations Committee, and the Planning Board. The role of the Financial Planning Committee is to serve in a research, study and advisory capacity to the Select Board, the Appropriations Committee, and the Annual Town Meeting on short and long-range financial planning matters, and to assist in the development of a Capital Improvement Program. During Fiscal Year 2024 the Committee was composed of the following members:

Member	Appointed By	Term Expires
John Rapa, Chair	Town Moderator	April 2026
Susan Sartori, Vice Chair	Appropriations Committee	April 2026
Ken Picard, Clerk	Town Moderator	April 2025
Scott Stocklin	School Committee	April 2024
Robert Babcock	Town Moderator	April 2027
Jonathan Rea	Planning Board	April 2027

Committee Activities

Meeting Date	Meeting Topics
02/27/2024	Election of Officers; Preliminary Free Cash Plan; Preliminary FY2025 Capital Budget; School Department Capital Requests
03/05/2024	DPW Capital Requests, Water & Sewer Capital Requests
03/12/2024	Review of CPC Project Requests, Discussion of Financial Planning Committee Recommendations and Draft Report
03/19/2024	Police Department Capital Requests, Fire Department Capital Requests, Voting Recommendations on Articles for Report
03/25/2024	Joint Meeting with Select Board – Budget Hearing Opened (Charter 6-5) (FPC Optional)
04/01/2024	Review and Vote Recommendations on Final Changes to Town Meeting Warrant and Capital Improvement Plan (CIP) Articles – Discuss Finalizing Report Discussion / Vote to Appoint a Liaison to the Fire Station Building Committee
04/22/2024	5:30 pm at ARHS prior to Town Meeting

Committee General Comments

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

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

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

Free Cash Policy

The FY2025 budget year marks the fourteenth implementation of the Town's Free Cash Policy. Under this policy, one defined use of available Free Cash is to pay for capital projects. Examples of suitable projects include DPW and Public Safety vehicles and equipment; building infrastructure components (heating, cooling, electrical, plumbing, etc.); office and technology equipment; and capital project design fees, feasibility studies, and needs analyses. In the past, the Town funded projects of this scale with debt, a practice discouraged by bond rating agencies. Under the Free Cash Policy, such capital items are now primarily funded from Free Cash and other available one-time revenues. Debt capacity is reserved for larger projects such as building construction and renovation, major roadway construction and repair, water/sewer infrastructure, and land acquisition for municipal use or to preserve open space.

The Town of Northborough adopted its very first set of Comprehensive Financial Policies in 2009, followed by the adoption of the Free Cash Policy in November 2010. These policies were formally approved by the Select Board with the unanimous support of the Appropriations Committee and the Financial Planning Committee. So, in accordance with the adopted Free Cash Policy, the Town's Administration has developed a Preliminary FY2025 Free Cash Plan for consideration during the upcoming budget process.

Please note that the Town's Free Cash was certified at \$3,572,920 following the close of FY2023, higher than the \$2,440,073 from FY2022. In its most basic form Free Cash is the balance of unspent Free Cash from the prior year, plus balances of appropriations not spent and revenues realized in excess of the budget.

- Unspent Free Cash from FY2022 was \$460,073 which means the Town "generated" \$3,112,847 during FY2023 resulting in certified Free Cash of \$3,572,920.¹
- Revenues and transfers-in exceeded the FY2023 budget by \$1,869,649 or 2.76% with local receipts such as motor vehicle excise taxes and building permits performing better than anticipated due to the improving economy.
- Expenditures returned were \$1,380,905 or 1.98% of the FY2023 budget. The return included positive results in the Employee Benefit lines due to favorable health insurance experience. Staff turnover in public safety also resulted in returned appropriations as new hires were brought on at a lower salary cost.

The Administration's goal of using projections where revenues and appropriations come within 1-3% of the amounts budgeted was maintained. With this level of Free Cash, the Town will be able to maintain an appropriation to the Reserve Account, continue to contribute the policy-targeted amount into the FY2025 Operating Budget, and once again pay cash for a significant portion of upcoming capital articles.

¹ It is important to note that although revenues exceeded the budget by \$1,869,649 and unexpended appropriations returned \$1,380,905, the combined total of "generated" Free Cash is adjusted down by \$30,584 to account for changes in overlay balances (provision for property tax abatements/exemptions) and other minor adjustments

PRELIMINARY FY2025 FREE CASH PLAN

Free Cash Certification	3,572,920
<hr/>	
FY2025 Appropriation Reserve Fund	(175,000)
FY2025 Operating Budget	(500,000)
FY2025 Stabilization Fund	(200,000)
FY2025 Capital Projects	(2,197,920)
<hr/>	
Total Proposed Use	(3,072,920)
Remaining after plan	500,000
<hr/> <hr/>	

In addition, the preliminary Free Cash Plan maintains the Town’s financial reserves within the policy limits of 5-10% of the operating budget. The Town’s “reserves” are defined as being available Free Cash combined with the Stabilization Fund, which current has a balance of approximately \$5.7 million. Therefore, reserves currently are at about 12.5% when compared to the FY2024 budget of \$74 million. Prior to the close of FY2023, the Town’s reserves were at 8%, or \$5.9 million. After the close of FY2023, the reserves increased to approximately 11%. The preliminary Free Cash Plan below provides an initial proposal on how these one-time funds can be used in the upcoming budget cycle. While there will be more discussion regarding the exact amounts to be used in the various categories, the plan as proposed would provide for the maintenance of financial reserves at approximately 8%, within the policy target area.

American Rescue Plan Act Funding Considerations

Northborough continues to benefit from the award of \$4.5 million of American Rescue Plan Act funds. These funds are treated as a grant from the Federal Government, and the Northborough Select Board has exclusive control over the expenditure of these funds. As of the writing of this report, there's approximately \$1.8 million remaining unallocated and the Select Board has not presented a plan for the remaining funds. The Financial Planning Committee recommends that the Select Board establish clear priorities and criteria to assess the projects identified by department staff and the public in time to meet the December 2024 obligation deadline. Emphasis should be placed on the short timeline that remains to meet the deadlines, and a priority must be placed on making allocations defined enough as to allow for contracts to be procured properly before the December 2024 deadline and projects to be completed by the December 2026 deadline.

A narrative of the Capital and Community Preservation Act projects follow:

POLICE DEPARTMENT – Police Cruiser Replacements - \$140,000

This Article provides funds for the purchase of two replacement patrol vehicles. This article supports the continued annual replacement of police vehicles on an established schedule of three vehicles one year, then two the next.

FIRE DEPARTMENT – Rescue 1 Replacement - \$1,250,000

This Article provides funds for the replacement of a 2004 rescue pumper. It was designed to perform many functions, however, due to the design it is overloaded and overtasked. This proposal is to purchase a true rescue truck designed and equipped to function as a rescue truck.

DPW/FACILITIES – Facilities HVAC Upgrades/Modernization - \$250,000

This Article provides funds for the replacement of portions of the HVAC systems at the Police Station, Library, and Senior Center. As noted in the 2023 Facility Condition Assessment, there are several systems well past their useful life. Completing these replacements will ensure that potential future issues are addressed in a proactive manner. Thus, preventing the need for costly emergency repairs and/or the risk of additional damage caused by down systems.

DPW/FACILITIES – Police Station Siding Replacement - \$540,000

This Article was originally presented to cost \$200,000 to fund replacement of the building exterior at the Police Station building. Replacing deteriorating exterior materials is essential for safeguarding structural integrity and improving the energy efficiency of a building. A recent architectural assessment revealed more extensive deterioration of the wood siding, prompting the increase in the estimate to \$540,000 for more comprehensive repairs. The funds in this article will include

reappropriating \$70,000 from Article 16 of the 2023 Annual Town Meeting, which was intended to cover solely painting. The DPW's Hook Truck article proposed for \$340,000 is intended to be passed over, to provide the additional funding for this article.

DPW/FACILITIES – Fire Station Brick Repointing and Sealing - \$80,000

This Article provides funds for repointing and sealing of the bricks at the Fire Station at 11 Pierce Street. Repointing will restore the facade's strength and prevent future damage from water intrusion. Sealing the brick facade serves as an additional protective barrier against future moisture infiltration.

DPW/HIGHWAY – Road Improvements and Maintenance - \$310,000

This Article provides funds in addition to the State's Chapter 90 transportation funding to maintain current road conditions in accordance with the Pavement Management Plan.

DPW/HIGHWAY – Enclosed Public Health Trailer - \$95,000

This Article provides funds for the purchase of a new enclosed trailer. The current enclosed trailer serves as an emergency facility with power, temperature control, cabinetry, and lighting. The new trailer will provide improved service for community events and activities such as elections, Applefest, health clinics, and other Town events.

DPW/HIGHWAY – Drainage/Sidewalk Improvement Program - \$300,000

This Article provides funds for repair and replacement of failing drainage and sidewalk infrastructure. The specific work funded herein will be derived through engineering analysis and may also vary based upon emergency needs.

DPW/HIGHWAY– Bucket Truck - \$330,000

This Article provides funds the purchase of a bucket truck to replace a 2010 model 30,000-pound GVW bucket truck that is used by the Highway and Tree Divisions. As part of this capital item the existing vehicle chassis will be repurposed to extend its useful life.

DPW/HIGHWAY – Sidewalk Plow Replacement - \$300,000

This Article provides funds for the purchase of a sidewalk plow to replace a 2012 model sidewalk plow with various attachments that is used by the Highway Division. As part of this capital item the existing equipment will be traded in.

DPW/HIGHWAY – Hook Lift Truck - \$0

This Article originally was presented as \$340,000 for the purchase a new fleet vehicle. The needs of the Department are shifting and require a more diverse vehicle fleet. Obtaining a hook lift truck will allow the Department to utilize multiple bodies on a single chassis. Examples of bodies that are available include but are not limited to standard dump, rock dump, flatbed, catch basin cleaner, vacuum, etc. The \$340,000 originally proposed would have provided for a dump body, spreader, and light duty material body in addition to the truck chassis. This article is intended to be passed over in order to redirect funding to the Police Station siding article, and the truck is intended to be considered again in FY2026’s capital plan.

DPW/WATER – One-Ton Utility Truck with Plow Replacement - \$140,000

This Article provides funds for the purchase of a utility body truck to replace a 2014 model one-ton utility body truck that is used by the Water and Sewer Divisions. Included in the funding for this capital item, the existing vehicle is intended to be sold to the Northborough/Southborough Regional School District for \$20,000 rather than serving as a trade-in.

DPW/SEWER – Inflow & Infiltration (I&I) Mitigation - \$380,000

This Article provides funds to remove non-sanitary flows from the sewer system as mandated by MassDEP under 314 CMR 12.04. The Town has a comprehensive 15-year inflow and infiltration elimination plan, and this is the third year of implementation. For each gallon of storm/groundwater that is removed from the sewer system, that is one less gallon that must be treated and one more gallon of capacity available for future use.

MARGUERITE E. PEASLEE ELEMENTARY – Asbestos Encapsulation – Chimney - \$30,000

During the District’s 3-year Asbestos Hazard Emergency Response Act (AHERA) inspection and report, Hub Environmental Testing, Inc., identified the sheathing around the boiler chimney at the Marguerite E. Peaslee School is compromised and needs to be stabilized and rewrapped per AHERA regulations. This is a new project for the FY25 Capital Plan and requires our immediate attention. The estimated cost is \$30,000 and includes consultation services for AHERA compliance and the construction of the sheathing to secure the encapsulation. The goal of the project will be to provide compliance and safety to the boiler space.

MELICAN MIDDLE – Hot Water System Upgrade - \$30,000

The Public Schools of Northborough identified that the valving system for the Robert E. Melican Middle School hot water system is original to the 1971 construction. The ability to modulate the mixing valve is compromised and needs to be brought

up to code from cast iron to copper and bronze piping, valves, and fittings. The replacement provides the ability to control the temperature of hot water to all Robert E. Melican Middle School fixtures.

MELICAN MIDDLE – Pneumatic Control Repairs - \$72,000

The Public Schools of Northborough has identified the air pressure-based pneumatic control needs restoration. The air pressure provided to each univent heating unit controls the outside air dampers and hot water valves that support the heating system. By restoring the air pressure to consistent levels, the system will work more efficiently and can be calibrated to support a more comfortable learning environment. The restoration of air pressure to the three floors of Robert E. Melican Middle School will add efficiency and comfort to the building.

MARGUERITE E. PEASLEE ELEMENTARY SCHOOL- Feasibility Study - \$900,000

The Massachusetts School Building Authority (the “MSBA”) has invited the Marguerite E. Peaslee Elementary School, currently serving students in grades Kindergarten through grade 5, into the MSBA’s next round of grant funding requiring a feasibility study be conducted. The feasibility study phase may be used to examine the reconfiguration of the Town’s elementary school grades to create districtwide grade spans for Pre-K through grade 2 and grades 3-5, resulting in two schools with grades 3-5 including the Peaslee School. The project has been in the Town’s Capital Improvement Plan for almost ten years, and the building project phase is in the plan for consideration in FY2030. The estimated cost of the Feasibility Study is \$900,000, for which the MSBA will reimburse the Town at approximately 50% for eligible costs. This study will provide the Town with options of what to do with the aging school which was built in 1962. The School has not been significantly renovated, and major building systems including HVAC, electrical, and plumbing are ready for modernization and enhancement. The building project is in the CIP for consideration in FY2023 currently.

ALGONQUIN REGIONAL HIGH SCHOOL- Capital Assessment - \$242,077

The Northborough-Southborough Regional School District has developed a capital plan for the Algonquin Regional High School, and is proposing approximately \$500,000 of pay-as-you-go capital improvements annually, for which the cost will be assessed to its member towns per the terms of the Regional School Agreement and appropriation for such will be embedded in the budget article for the school district. The Regional Agreement provides for such an assessment, and Northborough’s share will be assessed at 4-year rolling enrollment averages, which is the same rate as overlapping debt is assessed to the members. The District’s operating assessment is assessed per a statutory formula determined by the State for a minimum contribution, and the amount above the minimum is assessed based on October 1st enrollments per the agreement. The \$242,077 represents Northborough’s FY2025 share of the districts costs at 61.91%. The projects contemplated for FY2025 are related to HVAC and lighting.

Community Preservation Fund – Acquisition of 432 Whitney Street - \$1,700,000

This project involves purchase of 23.77 acres of undeveloped land for open space/recreation purposes and a small-scale affordable housing project consisting of 4-8 multi-family dwelling units. Benefits of the acquisition include the development of affordable housing, protection of important wildlife habitat, a wetland system that is hydrologically connected to Bearfoot Brook, and a scenic vista at the property’s high point, and providing an open space connection between the aqueduct to the west and the permanently-protected open space owned by the MA Department of Conservation and Recreation and the Berlin Conservation Commission. The CPC voted 7-0 to fund this from the CPA unreserved fund (\$817,653), conservation fund (\$664,073) and new revenues (\$218,274).

Community Preservation Fund – Soundproofing of Outdoor Pickleball Courts at Ellsworth McAfee Park - \$54,500

This project involves installation of ultraviolet (UV) tolerant soundproofing onto the top line of the existing fencing system to block the impact noise generated by pickleball sports. It will reduce noise below nuisance levels. The CPC voted 7-0 to fund this from new revenue.

Community Preservation Fund – Northborough Affordable Housing Corporation (NAHC)- \$126,856

The NAHC has been effective in adding multiple affordable housing units in Town utilizing the Town’s CPA funds and partnering with organizations such as Habitat for Humanity. Based on the prospects for several projects in the near term, the CPC voted 7-0 to approve this request, which will require a funding agreement with the CPC and Select Board. The funding agreement practice is consistent with the practices used for prior year CPA articles appropriating money for the NAHC.

Community Preservation Fund – Restoration of First Parish Church Steeple - \$210,000

This project involves replacement of wood stairs, wood flooring, wood trusses that support the flooring and stairs, and wood “cradle” that supports the brass bell. These features have been compromised by age and many years of exposure to the weather and leakage. At its own expense, the congregation will hire a contractor to replace defective materials on the steeple exterior and reseal that exterior to prevent future leakage. The CPC voted 7-0 to fund this from new revenue.

The Financial Planning Committee voted unanimously against recommending approval of this article.

Community Preservation Fund – Aqueduct Historic Marker - \$4,729

This duplicate marker will replace one stolen in October 2023. The CPC has been supportive on prior projects for historic markers, as we feel they contribute to enhancing our community and support goals in the Master Plan and Historic Preservation Plan, all at relatively low cost. The CPC voted 7-0 to fund this from new revenues. The Financial Planning Committee will not vote a recommendation on this article since it is below the threshold for consideration of \$25,000.

Community Preservation Fund – White Cliffs Debt Service - \$176,000

This is the 7th payment required for debt on the White Cliffs purchase, and this also covers the requirement that at least 10% of new revenue be allocated toward Historic Preservation. The CPC voted 7-0 to fund \$164,641 from new revenue, with the \$11,359 balance to be funded from premium reserves.

Community Preservation Fund – Administrative Fund - \$41,000

In accordance with the CPA legislation, the CPC may allocate up to 5% of new revenue to the administrative account for expenses such as legal fees, appraisals and consultant fees related to CPA projects. Unused amounts from a given year go back to the CPA Unreserved fund. The CPC voted 7-0 to allocate 5% of the projected \$820,000 new revenues.

The Committee extends its appreciation to Town Administrator Timthy McInerney and his Financial Team -- Assistant Town Administrator Diane Wackell and Finance Director Jason Little -- for their input and assistance throughout the Committee’s process. Special thanks to Lynda LePoer and Angie Sowden for their capable administrative support.

Capital Projects for FY2025

The Committee has reviewed and prioritized the projects in the Capital Improvement Program for Fiscal Year 2025 as follows:

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

3	Projects that are required to increase capacity of existing facilities in order to accommodate the increase in growth of the Town.
4	Projects that are designed to modernize and upgrade existing Town facilities.

The Committee considers all the proposed capital projects, which have been in the Capital Improvement Plan for many years. From those proposals, the Committee recommends the capital projects below be included in this year's FY2025 Capital Budget warrant articles. The Committee votes are shown in parentheses. Numerical votes are shown in Yes-No-Abstain order relative to a motion to recommend approval. Fewer than six total votes reflect the absence of one or more members at the time of the vote. Planned sources of funding are noted in the comments for each project.

Municipal Departments

Article 16	Sponsor	Cost	Priority	Recommend Approval?
Police Cruiser Replacement	Police	\$140,000	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request for funding the purchase of two new police vehicles. This article supports the continued annual replacement of police cruisers on an established schedule of three vehicles one year, then two the next. ▪ Funded from Free Cash with no additional tax impact. 				

Article 17	Sponsor	Cost	Priority	Recommend Approval?
Rescue 1 Replacement	Fire	\$1,250,000	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request for funding to replace a 2004 Rescue Pumper. This proposal is to purchase a true rescue truck designed and equipped to function as a rescue truck. ▪ Proposed to be funded with a combination of Free Cash (\$492,920), Premium Reserves (\$11,238), and borrowing (\$745,842) ▪ Debt Authorization will require a 2/3 majority vote. If approved, the tax impact for the borrowing likely be negligible in FY2025, other than a potential charge for issuance costs. In FY2026, if bonded for ten years during FY2025, the tax impact would be approximately \$16.50 to the average single family home, and would taper downward in subsequent years. ▪ The Financial Planning Committee would have preferred to have funded the acquisition using available funds rather than borrowing, which will have an impact to taxpayers in future years. While the Committee recommends approval of this article and agrees with the merits of its acquisition, it recommends that the Select Board apply ARPA funds to the Capital Plan in a strategic manner to reallocate Free Cash to this article and avoid borrowing. 				

Article 18	Sponsor	Cost	Priority	Recommend Approval?
Facilities HVAC Upgrades/Modernization	DPW/Facilities	\$250,000	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request to fund the replacement of portions of the HVAC systems at the Police Station, Library, and Senior Center. ▪ Funded from Free Cash with no additional tax impact. 				

Article 19	Sponsor	Cost	Priority	Recommended Approval?
Police Station Siding	DPW/Facilities	\$540,000	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request to fund repairs to the building exterior at the Police Station building. This project will reappropriate \$70,000 approved in Article 16 at the 2023 Annual Town Meeting for painting the station. ▪ The painting was not conducted due to building condition, which necessitate the siding project originally proposed to cost \$200,000. A recent architectural assessment has led to the estimate increasing to \$540,000. ▪ The additional \$340,000 in Free Cash for this article is redirected from the DPW's Hook Truck article, which is intended to be passed over and reconsidered for FY2026. ▪ Funded from Free Cash (\$470,000) and the existing article (\$70,000), with no additional tax impact. ▪ The Committee feels this article may be a candidate for the Select Board to apply ARPA funding, which could in turn be used to lessen the need to borrow for the Fire Pumper in Article 17 by reallocating the available funds being considered for use in this article. 				

Article 20	Sponsor	Cost	Priority	Recommended Approval?
Fire Station Brick Repointing and Sealing	DPW/Facilities	\$80,000	1	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request to fund the repointing and sealing of the bricks at the Fire Station at 11 Pierce Street. Project is needed to extend life of building while in use, specifically to protect the building's façade from moisture infiltration. ▪ Funded from Free Cash with no additional tax impact. 				

Article 21	Sponsor	Cost	Priority	Recommend Approval?
Road Improvements & Maintenance	DPW/Highway	\$310,000	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Funds needed in addition to the State's Chapter 90 transportation funding to maintain current road conditions in accordance with the Pavement Management Plan. ▪ Funded from Free Cash with no additional tax impact. 				

Article 22	Sponsor	Cost	Priority	Recommend Approval
Enclosed Public Health Trailer	DPW/Highway	\$95,000	4	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request to fund the purchase of a new enclosed trailer. The current enclosed trailer serves as an emergency facility with power, temperature control, cabinetry, and lighting. The new trailer will provide improved service for community events and activities such as elections, Applefest, health clinics, and other Town events. ▪ Funded from Free Cash with no additional tax impact. 				

Article 23	Sponsor	Cost	Priority	Recommend Approval?
Drainage/Sidewalk Improvement Program	DPW/Highway	\$300,000	4	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request for funds for repair and replacement of failing drainage and sidewalk infrastructure. ▪ Funded from Overlay Surplus with no additional tax impact. 				

Article 24	Sponsor	Cost	Priority	Recommend Approval?
Bucket Truck	DPW/Highway	\$330,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Request to fund the purchase of a bucket truck to replace a 2010 model 30,000-pound GVW bucket truck that is used by the Highway and Tree Divisions. As part of this capital item the existing vehicle chassis will be repurposed to extend its useful life of 10-12 years. Funded from Free Cash with no additional tax impact. 				

Article 25	Sponsor	Cost	Priority	Recommend Approval?
Sidewalk Plow Replacement	DPW/Highway	\$300,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Request to fund the purchase of a sidewalk plow to replace a 2012 model sidewalk plow with various attachments that is used by the Highway Division. This equipment has a useful life of 10-12 years. As part of this capital item the existing equipment will be traded in. Funded from Overlay Surplus with no additional tax impact. 				

Article 26	Sponsor	Cost	Priority	Recommend Approval?
Hook Lift Truck	DPW/Highway	\$0	4	YES (6-0-0) RECOMMEND PASSING OVER
<ul style="list-style-type: none"> This Article originally was presented as \$340,000 for the purchase a new fleet vehicle. Obtaining a hook lift truck will allow the Department to utilize multiple bodies on a single chassis, and this outlay would have provided for a dump body, spreader, and light duty material body in addition to the truck chassis. This article is intended to be passed over in order to redirect funding to the Police Station siding article, and the truck is intended to be considered again in FY2026's capital plan. 				

Article 27	Sponsor	Cost	Priority	Recommend Approval?
One-Ton Utility Truck with Plow Replacement	DPW/Water	\$140,000	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ This article provides funds for the purchase of a utility body truck to replace a 2014 model one-ton utility body truck that is used by the Water and Sewer Divisions. As part of this capital item the existing vehicle will be sold to the Northborough/Southborough Regional School District for \$20,000 in lieu of applying the amount as trade-in value. ▪ Funded from Water Enterprise Revenue (\$20,000 to account for the sale), Water Enterprise Fund Free Cash (\$72,000, 60%), and Sewer Enterprise Fund Free Cash (\$48,000, 40%) with no additional tax impact. 				

Article 28	Sponsor	Cost	Priority	Recommend Approval?
Inflow & Infiltration (I&) Mitigation	DPW/Sewer	\$380,000	1	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Request for funds to remove non-sanitary flows from the sewer system as mandated by MassDEP under 314 CMR 12.04. The Town has a comprehensive 15-year inflow and infiltration elimination plan, and this is the third year of implementation. For each gallon of storm/groundwater that is removed from the sewer system, that is one less gallon that must be treated and one more gallon of capacity available for future use. ▪ Funded from Sewer Enterprise Fund Free Cash (\$372,399) and Sewer Premium Reserve (\$7,601) with no additional tax impact. 				

School Department

Article 29	Sponsor	Cost	Priority	Recommend Approval?
Peaslee Elementary – Asbestos Encapsulation – Chimney	Northborough School Committee	\$30,000	1	YES (6-0-0)
<ul style="list-style-type: none"> Funds needed for the encapsulation of chimney ductwork at Marguerite E. Peaslee Elementary School. Funded from Free Cash with no additional tax impact. 				

Article 30	Sponsor	Cost	Priority	Recommend Approval?
Melican Middle School – Hot Water System Upgrade	Northborough School Committee	\$30,000	4	YES (6-0-0)
<ul style="list-style-type: none"> Funds needed for upgrades to the hot water system at the Robert E. Melican Middle School. This article will re-appropriate a surplus balance remaining in Article 28 from 2011 Annual Town Meeting for Green Repairs at the Middle School. Funded from available funds with no additional tax impact. 				

Article 31	Sponsor	Cost	Priority	Recommend Approval?
Melican Middle School – Pneumatic Control Repairs	Northborough School Committee	\$72,000	2	YES (6-0-0)
<ul style="list-style-type: none"> Funds needed for repairs to the pneumatic controls at the Robert E. Melican Middle School. This article will re-appropriate the surplus balance remaining in Article 28 from 2011 Annual Town Meeting for Green Repairs at the Middle School. Funded from available funds with no additional tax impact.. 				

Article 32	Sponsor	Cost	Priority	Recommend Approval?
Feasibility Study for Maguerite E. Peaslee Elementary School	Northborough School Committee	\$900,000	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ Funds needed for a study that will provide the Town with options to either renovate or rebuild the Peaslee Elementary School. Approval required to advance grant eligibility from the Massachusetts School Building Administration (MSBA). ▪ Funded from Borrowing which requires a 2/3 majority vote. A reimbursement of approximately 50% by MSBA is anticipated so the true cost will be \$450,000. ▪ Building project is currently in the CIP for consideration in FY2030. ▪ The tax impact for this article would be approximately \$17 to the average single family home in the first year that principal is payable, and would taper downward in subsequent years if bonded for five years. 				

Regional School District

Article 7 – Capital Assessment	Sponsor	Cost	Priority	Recommend Approval?
Algonquin Regional High School	Northborough-Southborough Regional School Committee	\$242,077	2	YES (6-0-0)
<ul style="list-style-type: none"> ▪ The School District has developed a capital plan for the Algonquin Regional High School, and is proposing approximately \$500,000 of pay-as-you-go capital improvements annually. ▪ FY2025’s plan covers HVAC and lighting improvements. ▪ Cost will be assessed to its member towns per the terms of the Regional School Agreement and \$242,077 is Northborough’s share for FY2025 ▪ Appropriation is within the budget article for the school district, and is proposed to be funded with the Tax Levy, and the tax impact is estimated to be \$36 to the average single family home. 				

Community Preservation Act Projects

Certain projects to be funded with Community Preservation Act monies may be presented at Town Meeting. Although often capital in nature, these projects are not necessarily incorporated into the Capital Improvement Plan. Nevertheless, the Financial Planning Committee, in its financial advisory capacity, strives to review projects approved by the CPC and offer its recommendations at Town Meeting. Because CPA projects do not compete for funding with Capital Improvement Plan projects, no Priority is assigned. The Committee has decided not to review or make recommendations on projects not meeting the \$25,000 minimum definition of a Capital Project for purposes of the Capital Improvement Plan.

Article 40	Sponsor	Cost	Priority	Recommend Approval?
Acquisition of 432 Whitney Street	Community Preservation Committee	\$1,700,000	N/A	YES (4-2-0)
<ul style="list-style-type: none"> ▪ Funds requested for the purpose of acquiring the 23.77+/- acres of land located at 352 Whitney Street for open space/passive recreation purposes and the development of up to eight affordable low-income dwelling units. ▪ Funded from the CPA Unreserved Fund (\$817,653), Conservation Fund (\$664,073) and CPA Revenues (\$218,274). 				

Article 41	Sponsor	Cost	Priority	Recommend Approval?
Soundproofing of Outdoor Pickleball Courts at Ellsworth McAfee Park	Northborough Recreation Department	\$54,500	N/A	YES (5-1-0)
<ul style="list-style-type: none"> ▪ This project involves installation of ultraviolet (UV) tolerant soundproofing onto the top line of the existing fencing system to block the impact noise generated by pickleball sports. It will reduce noise below nuisance levels. ▪ Funded from CPA Revenues. 				

Article 42	Sponsor	Cost	Priority	Recommend Approval?
Northborough Affordable Housing Corporation	Community Preservation Committee	\$126,856	N/A	YES (4-2-0)
<ul style="list-style-type: none"> ▪ Funds requested for the purpose of the creation and support of affordable housing by the NAHC. Transfers/Reimbursements will be contingent on funding agreement between NAHC and the Town's CPC and Select Board. ▪ Funded from CPA Revenues. 				

Article 43	Sponsor	Cost	Priority	Recommend Approval?
Restoration of First Parish Church Steeple	Community Preservation Committee	\$210,000	N/A	NO (0-6-0)
<ul style="list-style-type: none"> ▪ Funds requested for First Parish Northborough Unitarian-Universalist Church for the structural restoration of the steeple. ▪ Funded from CPA Revenues. 				

Article 44	Sponsor	Cost	Priority	Recommend Approval?
Aqueduct Historic Marker	Northborough Historic District Commission	\$4,729	N/A	No action
<ul style="list-style-type: none"> ▪ Funds requested for the purchase and installation of a historic marker for the Aqueduct Bridge. ▪ Funded from CPA Revenues. ▪ The committee did not take a position on this article due to it being below the threshold of \$25,000. 				

Article 45	Sponsor	Cost	Priority	Recommend Approval?
White Cliffs Debt Service	Community Preservation Committee	\$176,000	N/A	YES (5-1-0)
<ul style="list-style-type: none"> ▪ Funds requested for the seventh of ten payments required for the debt on the White Cliffs purchase. ▪ Funded with \$164,641 CPA Revenues and \$11,359 CPA Premium Reserve. 				

Article 46	Sponsor	Cost	Priority	Recommend Approval?
CPA Administrative Fund	Community Preservation Committee	\$41,000	N/A	YES (5-1-0)
<ul style="list-style-type: none"> ▪ Funds requested for the purpose maintaining the CPA's annual Administrative Fund. ▪ Funded from CPA Revenues. 				

Respectfully submitted,

Northborough Financial Planning Committee

4/4/2024

Financial Planning Committee Recommendations for FY2025 Capital Project Warrant Articles

Northborough Annual Town Meeting April 22, 2024

Article	Project	Amount	Funding Source	**Priority	*Vote	Recommend Approval?
7	ARHS Capital Assessment	\$242,077	Tax Levy	2	6-0-0	YES
16	Police: 2 Cruiser Replacements	\$140,000	Free Cash	2	6-0-0	YES
17	Fire: Rescue 1 Replacement	\$1,250,000	Free Cash, Available Funds, & Borrowing	2	6-0-0	YES
18	Facilities: Facilities HVAC Upgrades/Modernization	\$250,000	Free Cash	2	6-0-0	YES
19	Facilities: Facilities Police Station Siding Replacement	\$540,000	Free Cash & Available Funds	2	6-0-0	YES
20	Facilities: Facilities Fire Station Brick Repointing and Sealing	\$80,000	Free Cash	1	6-0-0	YES
21	DPW: Road Improvements & Maintenance	\$310,000	Free Cash	2	6-0-0	YES
22	DPW: Enclosed Public Health Trailer	\$95,000	Free Cash	4	6-0-0	YES
23	DPW: Drainage/Sidewalk Improvements	\$300,000	Overlay Surplus	4	6-0-0	YES
24	DPW: Bucket Truck	\$330,000	Free Cash	2	6-0-0	YES
25	DPW: Sidewalk Plow Replacement	\$300,000	Overlay Surplus	2	6-0-0	YES

26	DPW: Hook Lift Truck	\$0	Free Cash	4	6-0-0	PASS OVER
27	Water: One-Ton Utility Truck with Plow Replacement	\$140,000	Enterprise Fund Free Cash & Revenues	2	6-0-0	YES
Article	Project	Amount	Funding Source	**Priority	*Vote	Recommend Approval?
28	Sewer: Inflow & Infiltration (I&I) Mitigation	\$380,000	Enterprise Fund Free Cash & Premium Reserve	1	6-0-0	YES
29	Peaslee Elementary School: Asbestos Encapsulation Chimney	\$30,000	Free Cash	1	6-0-0	YES
30	Melican Middle School: Hot Water system Upgrade	\$30,000	Available Funds	4	6-0-0	YES
31	Melican Middle School: Pneumatic Control Repairs	\$72,000	Available Funds	2	6-0-0	YES
32	Feasibility Study for Marguerite E. Peaslee Elementary School	\$900,000	Borrowing	2	6-0-0	YES
40	CPC: Acquisition of 432 Whitney Street	1,700,000	CPA & Conservation Funds	N/A	4-2-0	YES

41	CPC: Soundproofing of Outdoor Pickleball Court at Ellsworth McAfee Park	\$54,500	CPA	N/A	5-1-0	YES
42	CPC: Northborough Affordable Housing Corporation	\$126,856	CPA	N/A	4-2-0	YES
43	CPC: Restoration of First Parish Church Steeple	\$210,000	CPA	N/A	0-6-0	NO
44	CPC: Aqueduct Historic Marker	\$4,729	CPA	N/A	N/A	No Action
45	CPC: White Cliffs Debt Service	\$176,000	CPA & Premium Reserve	N/A	5-1-0	YES
Article	Project	Amount	Funding Source	**Priority	*Vote	Recommend Approval?
46	CPC: Administrative Fund	\$41,000	CPA	N/A	5-1-0	YES

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

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

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Northborough
Appropriations Committee
Report
Annual Town Meeting
April 22, 2024

**Northborough Appropriations Committee Report
Annual Town Meeting – April 22, 2024**

The Northborough Appropriations Committee consists of six (6) members appointed by the Town Moderator for staggered three-year terms. The role of the Appropriations Committee, by statute and charter, is that of advisory to Town Meeting. All articles in the Town Meeting Warrant involving the appropriation or expenditure of money must be considered by the Appropriations Committee. It must recommend approval or disapproval of same, in whole or in part. Immediately after the presentation of such article at Town Meeting, the Committee must report to the Meeting its recommendation of approval or disapproval of such appropriation or expenditure, together with the reasons thereof. The report that follows is the Committee’s voted recommendations for the Articles on the April 22, 2024, Town Meeting Warrant.

As required by the Charter and Municipal Code of the Town of Northborough, we have made our recommendations on each financial article to you based on the information available to us at the time of our deliberation and may be modified or changed on Town Meeting floor if additional information is forthcoming. Votes on these articles were taken at our meeting on Thursday, April 4, 2024. Town Meeting is the Legislative Body of the Town of Northborough, and the final decision of approval or disapproval of each warrant article is ultimately up to you, the voters.

EXPENDITURES	FY2024 Budget	FY2025 Proposed	Variance	% Change
General Government (Town)	\$25,476,532	\$27,422,535	\$1,946,003	7.64%
Schools				
Northborough K-8	\$28,001,227	\$29,119,597	\$1,118,370	3.99%
Algonquin Reg. HS 9-12	\$14,072,539	\$15,193,847	\$1,121,308	7.97%
Assabet Valley	\$1,301,581	\$1,409,186	\$107,605	8.27%
Warrant Articles				
Tax Levy Funded	\$0	\$10,000	\$10,000	
Reserve Fund	\$175,000	\$175,000	\$0	0.00%
Transfer to Stabilization	\$200,000	\$200,000	\$0	0.00%
Overlay Surplus Capital	\$0	\$600,000	\$600,000	
Free Cash Capital Projects	\$1,105,000	\$2,197,920	\$1,092,920	98.91%
Transfer to OPEB Trust	\$550,000	\$600,000	\$50,000	9.09%
Library Debt Service	\$288,895	\$278,115	-\$10,780	-3.73%
Senior Center Debt Service	\$316,665	\$302,490	-\$14,175	-4.48%
Lincoln Street Debt Service	\$973,975	\$949,275	-\$24,700	-2.54%
Fire Station Debt Service	\$338,500	\$338,500	\$0	100.00%
Other Funds	\$891,826	\$937,643	\$45,817	5.14%
Adjustments	-\$23,648		\$23,648	-100.00%
Subtotal General Fund	\$73,668,092	\$79,734,108	\$6,066,016	8.23%
Water Enterprise Funds	\$2,772,795	\$2,910,441	\$137,646	4.96%
Sewer Enterprise Fund	\$2,508,481	\$2,760,246	\$251,765	10.04%
Solid Waste Enterprise Fund	\$1,040,684	\$1,302,650	\$261,966	25.17%
Subtotal Enterprise Funds	\$6,321,960	\$6,973,337	\$651,377	10.30%
TOTAL ALL FUNDS	\$79,990,052	\$86,707,445	\$6,717,393	8.40%

The FY2025 General Fund (GF) Budget was presented at the March 25th Joint Budget Hearing of the Select Board and Appropriations Committee, which was continued to and closed on April 1st. The Committee encourages residents to view those recorded meetings, which are available for streaming on Northborough Local Access. Overall, the GF Budget is increasing by 8.23%, or \$6,066,016, to \$79,734,108. Enterprise Fund Budgets are increasing 10.03%, or \$651,377, to \$6,973,337. The Total FY2025 Budget across all funds is \$86,707,445, which is an 8.40% increase.

Included in that increase is \$2,797,920 in pay-as-you-go capital projects that will not result in any additional tax impact due to being funded with Free Cash and Overlay Surplus. It has been the Town's practice since 2012 to attempt to pay for smaller capital projects with available funds and/or grant money to minimize future tax impacts on residents. Paying for capital projects with available funds, instead of taking on debt, also enhances the Town's future financial condition by making regular investments in our equipment, buildings, and infrastructure.

As a community, we are anticipating several major building projects over the next 5 years, including a Fire Station Building Project, Town Hall Building/Renovation Project, and the Peaslee Elementary School Building Project. All these projects are in addition to a major downtown revitalization initiative stemming from the work of the Master Plan Implementation Committee, and ongoing road and sidewalk repairs in conjunction with Northborough's recent Complete Streets designation. In a time of rising inflation, this Committee continues to believe that the Town should endeavor to reduce the growth in taxation where possible, and fund major capital projects using one-time money where available, including American Rescue Plan Act funding.

FY2025 American Rescue Plan Act Funding Considerations

Northborough continues to benefit from the award of \$4.5 million of American Rescue Plan Act (ARPA) funds. These funds are treated as a grant from the Federal Government, and the Northborough Select Board has control over the expenditure of these funds. Prior to the start of the FY2025 budgeting process, the Select Board had allocated \$2,344,340 in ARPA funds, leaving \$2,171,843 still to be committed. \$392,440 has since been allocated to new initiatives. The recent funding of \$376,015 for LED lighting replacement is a fitting example that is estimated to save utility costs years into the future. The remaining funds must be obligated by December 2024 and expended by December 2026.

As of the writing of this report, the Select Board has not presented a plan for the remaining funds. No capital budget items were selected and presented to the Financial Planning Committee, which would have allowed deferred projects to get back on schedule. Nor were budget offsets presented to the Appropriations Committee to reduce the FY2025 budget. Any detailed planning is hampered by the lack of clear priorities and criteria by the Select Board.

The Appropriations Committee recommends that the Select Board establish clear priorities and criteria to assess the projects identified by department staff and the public in time to meet the December 2024 obligation and December 2026 completion deadlines. Emphasis should be placed on the short timeline that remains to meet the deadlines. Priority should be given to projects where one-time money avoids the need for borrowing and the associated impact on taxes. Where the direct application of ARPA funds to offset borrowing does not meet the scheduled deadlines, the funding of immediate capital projects allows the use of Free Cash to be applied rather than borrowing.

For example, to offset the borrowing of \$745,842 for Article 17 - CIP: Fire – Engine 1 Replacement and the associated tax impact of \$16.50, the following projects could be funded by ARPA, and the allocation of Free Cash shifted to the Engine 1 Replacement:

- Article 18 - CIP: DPW – Facilities HVAC Upgrades/Modernization (\$250,000)
- Article 19 - CIP: DPW – Police Station Siding Replacement (\$540,000)

Additionally, these projects could be considered for ARPA as the funding source:

- Article 32 - CIP: Feasibility Study for Marguerite E. Peaslee Elementary School (\$900,000)
- Article 39 - Authorization to Fund Spaces for Public Parking (\$10,000)

Rationale for Article Recommendations

Most of the warrant articles reviewed by the Appropriations Committee were unanimously recommended for approval by Annual Town Meeting. The following articles had a split decision or were not recommended for approval. Additional details can be found in the table associated with each article.

- Article 9 - Establishment of Stabilization Fund by Assabet Valley Regional Vocational School District
The Committee discussed the growth of the stabilization account by up to 5% each year, with less controls for review and approval when compared to individual capital project requests. The Committee was split 3-3 in their recommendation for approval.
- Article 15 - Appropriation of Funds for Legal Settlement for Marlborough Sewer Case
At the time of this report, the Committee was waiting on additional information and deferred a formal recommendation until Annual Town Meeting.

- Articles 33, 34, 35 - Solar Power Lease & Purchase Agreement – Proctor School, Lincoln Street School, Zeh School
At the time of this report, the Committee was waiting on additional information and deferred a formal recommendation until Annual Town Meeting.
- Article 40 - Community Preservation Fund – Acquisition of 432 Whitney Street
The Committee discussed the fees and tax revenue that might be generated if the property was developed under the zoned use. The Committee did not recommend approval by a vote of 5 to 1.
- Article 43 - Community Preservation Fund – Restoration of First Parish Church Steeple
The Committee discussed the perception of using public funds for private property. The Committee was unanimous in not recommending approval.

Conclusion

We wish to thank all departments and committees with whom we interact during this budgetary process – Municipal and School – for without their cooperation and collegiality during the budgetary process, it would not have been possible to affect such a positive outcome. The Appropriations Committee would also like to thank Town Administrator Timothy McInerney, Assistant Town Administrator Diane Wackell, and especially Finance Director Jason Little for their input and assistance throughout this Committee’s process. Special thanks to Lynda LePoer and Angie Sowden for their capable administrative support. As always, if you have any questions on our recommendations, we will be pleased to answer them either collectively or individually during debate on any specific article. Below is a summary of our recommendations for each article that requires an appropriation included on the 2024 Annual Town Meeting Warrant.

Respectfully submitted,

Scott Rogers, Chair (2026)

George Brenckle, Vice Chair (2024)

Tim Kaelin, Clerk (2024)

Robert D’Amico (2025)

Janice Hight (2026)

Jeff Knight (2025)

Summary of the Northborough Appropriation Committee Recommendations for FY2025 Warrant Articles

Article	Project	Amount	Vote ¹	Recommend Approval?
3	Prior Years' Bills	\$1,481	6-0-0	YES
4	Town Budget	\$26,445,788	6-0-0	YES
5	Water, Sewer & Solid Waste Enterprise Funds	\$6,973,337	6-0-0	YES
6	Northborough K-8 Public Schools	\$29,119,597	6-0-0	YES
7	Northborough-Southborough Algonquin Regional School District Assessment (ARHS)	\$15,193,847	6-0-0	YES
8	Assabet Valley Regional Technical School District Assessment	\$1,409,186	6-0-0	YES
9	Establishment of Stabilization Fund by Assabet Valley Regional Vocational School District	N/A	3-3-0	SPLIT ²
10	Revolving Funds Authorization of Expenditure Limits	N/A	6-0-0	YES
11	Appropriations Committee Reserve Fund	\$175,000	6-0-0	YES
12	Building Rental Fund Provision	N/A	6-0-0	YES
13	Stabilization Fund Contribution	\$200,000	6-0-0	YES
14	Senior Tax Relief	N/A	6-0-0	YES
15	Appropriation of Funds for Legal Settlement for Marlborough Sewer Case	N/A	Deferred	N/A ³
16	CIP: Police – Cruiser Replacements	\$140,000	6-0-0	YES
17	CIP: Fire – Engine 1 Replacement	\$1,250,000	6-0-0	YES

18	CIP: DPW – Facilities HVAC Upgrades/Modernization	\$250,000	6-0-0	YES
19	CIP: DPW – Police Station Siding Replacement	\$540,000	6-0-0	YES
20	CIP: DPW – Fire Station Brick Repointing and Sealing	\$80,000	6-0-0	YES
21	CIP: DPW – Road Improvements and Maintenance	\$310,000	6-0-0	YES
22	CIP: DPW – Enclosed Public Health Trailer	\$95,000	6-0-0	YES
23	CIP: DPW – Drainage/Sidewalk Improvement Program	\$300,000	6-0-0	YES
24	CIP: DPW – Bucket Truck	\$330,000	6-0-0	YES
25	CIP: DPW – Sidewalk Plow Replacement	\$300,000	6-0-0	YES
26	CIP: DPW – Hook Lift Truck	\$0	0-6-0	PASS OVER ⁴

Article	Project	Amount	Vote ¹	Recommend Approval?
27	CIP: DPW/Water – One-Ton Utility Truck w/Plow Replacements	\$140,000	6-0-0	YES
28	CIP: DPW/Sewer – Inflow & Infiltration (I&I) Mitigation	\$380,000	6-0-0	YES
29	CIP: Peaslee Elementary – Asbestos Encapsulation – Chimney	\$30,000	6-0-0	YES
30	CIP: Melican Middle School – Hot Water System Upgrade	\$30,000	6-0-0	YES
31	CIP: Melican Middle School – Pneumatic Control Repairs	\$72,000	6-0-0	YES
32	CIP: Feasibility Study for Marguerite E. Peaslee Elementary School	\$900,000	6-0-0	YES

33	Solar Power Lease & Purchase Agreement – Proctor School	N/A	Deferred	N/A ⁵
34	Solar Power Lease & Purchase Agreement – Lincoln Street School	N/A	Deferred	N/A ⁵
35	Solar Power Lease & Purchase Agreement – Zeh School	N/A	Deferred	N/A ⁵
39	Authorization to Fund Spaces for Public Parking	\$10,000	6-0-0	YES
40	Community Preservation Fund – Acquisition of 432 Whitney Street	\$1,700,000	1-5-0	NO
41	Community Preservation Fund – Soundproofing of Outdoor Pickleball Courts at Ellsworth McAfee Park	\$54,500	6-0-0	YES
42	Community Preservation Fund – Northborough Affordable Housing Corporation	\$126,856	6-0-0	YES
43	Community Preservation Fund – Restoration of First Parish Church Steeple	\$210,000	0-6-0	NO
44	Community Preservation Fund – Aqueduct Historic Marker	\$4,729	6-0-0	YES
45	Community Preservation Fund – White Cliffs Debt Service	\$176,000	6-0-0	YES
46	Community Preservation Fund – Administrative Fund	\$41,000	6-0-0	YES
47	Rescission of Authorized, Unissued Debt	(\$5,073,806)	6-0-0	YES

1. Numerical votes shown in Yes-No-Abstain order relative to a motion to recommend approval. Fewer than six total votes reflect absence of one or more members.
2. The Committee did not have a majority vote on a recommendation for article 9. There were 3 dissenting members who expressed concern over the potential for the \$250,000 included to start the fund in the FY2025 district budget could increase over time at a rate higher than other budgets.
3. The Committee is supportive of a settlement being reached with the City and the Sewer Enterprise Fund's Free Cash being used as a funding source, however a settlement and its details were not available as of the writing of this report. The Committee deferred voting on its recommendation until Town Meeting.
4. The Committee voted to support passing over this article. The Hook Lift Truck's funding was reallocated to the Police Station Siding article, and the Hook Truck is expected to be considered in the Capital Improvement Plan next year.
5. The Committee was in favor of the proposal for Solar the three school buildings, but it had unanswered questions, and deferred voting on a recommendation until Town Meeting.

Article	Purpose of Article	Committee Recommendation						
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆								
3	<p>Prior Years' Bills</p> <p style="text-align: right;">\$1,481</p>	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>						
<ul style="list-style-type: none"> • Town Meeting action is required to pay bills incurred in prior fiscal years. This Article provides authorization for the Town to pay four bills for goods and services that were incurred in the prior fiscal year. 								
4	<p>Town Budget</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;"><i>Raised by taxation</i></td> <td style="text-align: right;">\$25,008,145</td> </tr> <tr> <td style="text-align: right;"><i>Plus transfers</i></td> <td style="text-align: right;"><u>1,437,643</u></td> </tr> <tr> <td style="text-align: right;">Total Town Budget</td> <td style="text-align: right;">\$26,445,788</td> </tr> </table>	<i>Raised by taxation</i>	\$25,008,145	<i>Plus transfers</i>	<u>1,437,643</u>	Total Town Budget	\$26,445,788	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<i>Raised by taxation</i>	\$25,008,145							
<i>Plus transfers</i>	<u>1,437,643</u>							
Total Town Budget	\$26,445,788							
<ul style="list-style-type: none"> • One-time revenues are limited to \$500,000 in Free Cash, or 1%, to support the operating budget in accordance with the Town's Free Cash Policy. • The FY2025 General Government budget increase is 7.64% or \$1.99M, which includes fixed costs increasing 8.34% or \$938k and the Town Departments increase 7.79% or \$1.01M. • The Town Departments budget increase includes the addition of 3 new full-time positions (Police Patrol Officer, Town Accountant, & Assistant Library Director) as well as part-time positions in Town Clerk, Library and DPW (DPW is adding full-time administrative assistant split with Enterprise Funds). • The FY2025 tax impact for <u>all the General Fund budgets</u> is estimated to be \$614 on the average single-family home valued at \$655,691 (projected at 5% above the FY2025 average single family home value). The actual tax rate will be set by the Department of Revenue in the fall of 2024 using final state aid figures which may decrease the tax impact slightly. • The Budget is legally balanced as presented and within the confines of Proposition 2 ½. 								

Article	Purpose of Article	Committee Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
5	Water, Sewer & Solid Waste Enterprise Funds <div style="text-align: right;">\$6,973,337</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • An Enterprise Fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. • In total the FY2025 Enterprise Fund budgets are increasing \$651,377 or 10.3%. The Water Enterprise Fund is budgeted at \$2,910,441 which is an increase of \$137,646 or 4.96% due to inflationary expenses. The FY2025 Sewer Enterprise Fund is budgeted at \$2,760,246, which is an overall increase of \$251,765 or 10.04%, mostly due to an anticipated conclusion of a lawsuit surrounding the Town’s Intermunicipal Agreement (IMA) with the City of Marlborough and the Westerly Treatment Plant operating by the City. The Solid Waste and Recycling budget is increasing \$261,966, or 25.17% due to estimates for rebidding the Town’s collection contract, which expires at the end of FY2024. • The Water and Sewer Enterprise Funds are fully funded by user fees; the Solid Waste Enterprise fund is proposed to receive a \$597,000 subsidy from the General Fund, which is increasing \$251,840 or 72.96%. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
6	<p data-bbox="243 329 667 362">Northborough K-8 Public Schools</p> <p data-bbox="688 467 835 500" style="text-align: right;">\$29,119,597</p>	<p data-bbox="863 407 1978 440" style="text-align: center;">The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul style="list-style-type: none"> <li data-bbox="121 540 1465 573">• The FY2025 Northborough K-8 School Budget reflects an increase of \$1,118,370 or 3.99% to \$29,119,597. <li data-bbox="121 581 1738 613">• According to the Superintendent, approximately half the budget increase is due to non-discretionary Special Education Costs. <li data-bbox="121 621 1791 654">• The School Committee and Superintendent have presented a fiscally responsible budget that maintains core educational services. <li data-bbox="121 662 1978 784">• The Appropriations Committee acknowledges the positive collaborative working relationship between the Committee, Town Administrator, the K-8 School Committee, and the Superintendent during this budget process. Please refer to the Superintendent’s FY2025 Budget handout for more detail. 		

Article	Purpose of Article	Committee Vote and Recommendation										
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆												
7	<p>Northborough-Southborough Algonquin Regional School District Assessment (ARHS)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Operating Assessment</td> <td style="text-align: right;">\$13,421,085</td> </tr> <tr> <td style="padding-left: 20px;">Capital Assessment</td> <td style="text-align: right;">\$242,077</td> </tr> <tr> <td style="padding-left: 20px;">Debt Assessment (Ad/Ren)</td> <td style="text-align: right;">\$645,281</td> </tr> <tr> <td style="padding-left: 20px;">Debt Assessment (Complex)</td> <td style="text-align: right;"><u>\$186,610</u></td> </tr> <tr> <td></td> <td style="text-align: right;">\$15,193,847</td> </tr> </table>	Operating Assessment	\$13,421,085	Capital Assessment	\$242,077	Debt Assessment (Ad/Ren)	\$645,281	Debt Assessment (Complex)	<u>\$186,610</u>		\$15,193,847	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
Operating Assessment	\$13,421,085											
Capital Assessment	\$242,077											
Debt Assessment (Ad/Ren)	\$645,281											
Debt Assessment (Complex)	<u>\$186,610</u>											
	\$15,193,847											
<ul style="list-style-type: none"> • The overall ARHS operating budget is only going up 4.82%, while assessments are based on enrollment, state aid and the Minimum Local Contribution (MLC) formula dictated by state statute and the governing Regional Agreement. The combined ARHS Operating, Capital, and Debt Assessments to Northborough increase \$1,121,308 or 7.97% to \$15,193,847. • The ARHS Operating Assessment for FY2025 is up 5.21% or \$698,794, while the ARHS Capital Assessment is new for FY2025, and Northborough’s share is \$242,077. The Capital Assessment comprises pay-as-you-go capital items at the High School to repair/enhance the School’s HVAC and lighting systems, and future years are anticipated to include a similar assessment per the District’s capital plan. • The ARHS Debt Assessment for Addition/Renovation (Ad/Ren) decreases by \$6,173 or 0.95% and will remain relatively constant until final payment in FY2027. FY2025 is the first year for the Athletic Complex debt, \$186,610, following approval of the \$8M Athletic Complex project. The Ad/Ren debt is excluded from Proposition 2½ and the Complex debt is not excluded. • The Regional School Committee and Superintendent have presented a fiscally responsible budget that maintains core educational services. • The Appropriations Committee acknowledges the positive collaborative working relationship between the Committee, Town Administrator, the Regional School Committee, and the Superintendent during this budget process. Please reference Superintendent’s FY2025 ARHS Budget handout for more detail. 												

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
8	Assabet Valley Regional Technical School District Assessment Operating Assessment \$ 1,286,838 Debt Assessment <u>\$ 122,348</u> \$ 1,409,186	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • The combined Operating Budget Assessment and Debt Assessment represents an overall increase of \$107,605 or 8.27%. Northborough’s assessment increases with an increase in enrollment: 67 Northborough students attend the school as of October 1, 2024, 3 more than the prior year. • The Operating Assessment for FY2025 is up 9.48%, or \$111,433, to \$1,286,838. The Debt Assessment is down \$3,828 or -3.03%. Northborough’s share of the debt for the School’s addition/renovation project is 6.96%, and that percentage will continue until their 25-year bond is paid off in 2042. The debt is structured with declining debt payments each year. • Please reference Assabet Valley Superintendent’s FY2025 Budget handout for more detail. 		
9	Establishment of Stabilization Fund by Assabet Valley Regional Vocational School District N/A	The Appropriations Committee was split three to three (3-3-0) on their vote to recommend approval of this Article.
<ul style="list-style-type: none"> • To see if the Town will vote to approve the Assabet Valley Regional Vocational Technical School Committee’s vote on January 9, 2024, to establish a Stabilization Fund for the Assabet Valley Regional Vocational Technical School District, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further set up an operational line item to be created to transfer available monies into said Stabilization Fund • The Committee discussed the potential growth of the stabilization account by up to 5% each year, with less controls for review and approval when compared to individual capital project requests. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
10	Revolving Funds Authorization of Expenditure Limits N/A	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Annual reauthorization of expenditure limits for revolving funds for use by certain Town Departments, Boards, Committees, Agencies or Officers pursuant to Massachusetts General Laws, Chapter 44, Section 53E½. Revolving Funds are used where fees are charged for program services and those fees are held in a special fund and used to offset the cost of providing those services. • Total FY2025 expenditure limit for all Revolving Funds is \$1,310,000, which is unchanged from FY2024. 		
11	Appropriations Committee Reserve Fund \$175,000	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Authorized by Massachusetts General Laws, Chapter 40, Section 6, this fund provides the Town and K-8 School operations with an option for funding extraordinary or unforeseen expenditures during the year without the requirement of a Town Meeting. • The FY2025 Reserve Fund is budgeted at the \$175,000 level and is most often used to cover unanticipated storm expenses. • If unused, Reserve Fund appropriations close out to Free Cash from where they were appropriated, resulting in no additional tax impact. • Transfers from the Reserve Fund require Appropriations Committee approval. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
12	<p data-bbox="239 329 636 362">Building Rental Fund Provision</p> <p data-bbox="785 467 835 500">N/A</p>	<p data-bbox="858 410 1980 443">The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul data-bbox="121 540 1953 678" style="list-style-type: none"> <li data-bbox="121 540 1953 678">• This article will allow a balance to carryover to subsequent fiscal years for a building rental fund established for rent receipts associated with Town owned buildings (MGL, Ch. 40, §3). Specifically, 4 West Main Street has a private tenant and cell tower receptors. Following the (re)acquisition of the building at the beginning of FY2024, the Town is working with counsel to assign the existing rental contracts to the Town. The Town would be able to use the rental receipts to provide for the upkeep of the building without appropriation. 		
13	<p data-bbox="239 836 636 868">Stabilization Fund Contribution</p> <p data-bbox="720 974 835 1006">\$200,000</p>	<p data-bbox="858 917 1980 950">The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul data-bbox="121 1047 1953 1312" style="list-style-type: none"> <li data-bbox="121 1047 1953 1117">• Also referred to as a “rainy day” fund, the stabilization fund is designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL, Ch. 40 §5B). <li data-bbox="121 1122 1953 1230">• Communities may establish one or more stabilization funds for different purposes, and any interest shall be added to and become a part of the funds. A majority vote of town meeting or city council is required to establish and to appropriate money into the stabilization fund. A two thirds majority is required to amend the purpose of or appropriate money from the stabilization fund. <li data-bbox="121 1235 1953 1312">• The proposed \$200,000 contribution under this Article will maintain the Town’s financial reserves of approximately 8% of the operating budget. The Town’s policy is to maintain reserves between 5-10%. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
14	<p data-bbox="239 329 457 358">Senior Tax Relief</p> <p data-bbox="785 467 835 496" style="text-align: center;">N/A</p>	<p data-bbox="856 407 1978 436" style="text-align: center;">The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul style="list-style-type: none"> <li data-bbox="121 540 1959 613">• This article provides three options to enhance existing senior tax relief programs: A) Doubling Existing Exemptions (MGL, Ch. 59 §5C1/2; B) Tax Deferrals (MGL Ch. 59 §5, Clause 41A; and C) Senior Work-off programs (MGL Ch. 59 §5K) <li data-bbox="121 621 1927 784">• The “Doubling” exemptions is a unique calculation that must be done for each qualifying senior, and the existing exemptions would not likely double in the first year, since the law requires that taxes paid cannot be less than the prior year. Currently about 100 residents get existing exemptions, and the cost is approximately \$100k which are funded from the Town’s Reserve for Abatements & Exemptions account, which is often called “Overlay.” <li data-bbox="121 792 1969 914">• Senior Tax deferrals are similar to a reverse mortgage, and the Town adopted a change for FY2024 lowering the statutory interest rate from 8% to 4%, as well as increasing the income threshold to the maximum allowable by law. The change for FY2025 would adjust the income threshold to the current maximum, \$69,000 per the “senior circuit breaker” for individuals. <li data-bbox="121 922 1955 1084">• Senior Workoff Programs enabled by this legislation allow for some criteria be set locally by the Select Board, while an upper limit is set in the State Statute. The proposed language adopts additional local options which require Town Meeting approval. Specifically, it would allow the individual earnings limit to increase to the State minimum wage at 125 hours. The language in article proposes to move the limit to \$2,000 or the 125 hour limit whichever is higher to maximize the benefit to Seniors. The Select Board set a total limit of \$40,000 for the program. <li data-bbox="121 1092 1472 1122">• Enhanced Senior exemptions are paid from “Overlay” which is an amount raised annually in the tax levy. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
15	Marlborough Sewer Case <div style="text-align: right;">N/A</div>	The Appropriations Committee deferred their recommendation until Annual Town Meeting
<ul style="list-style-type: none"> • The Town has been in litigation with the City of Marlborough following the 2010 expiration of the Intermunicipal Agreement (IMA) governing the Town’s use of the Westerly Sewer Treatment Plant located in Marlborough. The Town and City continued following the terms of the expired IMA whereby the Town paid an operating assessment for its share of the sewage processed at the plant until the City adopted an “out-of-city” rate and applied it to the Town’s use in 2015. The Town objected to the method, did not pay the fees, and instead continued paying estimated payments under the terms of the expired agreement with the hope agreement over a successor IMA could be reached. The City pursued a lawsuit against the Town to enforce its billed amounts. If a judgment is rendered or a settlement can be reached, the Town’s Sewer Free Cash should be applied to pay for it, as the Town has set its Sewer rates and retained Sewer Enterprise Fund balance in anticipation of the judgement and/or settlement. • At the time of this report, the Committee was in favor of this article but was waiting of details on the settlement. The formal recommendation was deferred to the next meeting on April 22 to review any additional information and will be presented at Annual Town Meeting. 		
16	CIP: Police – Cruiser Replacements <div style="text-align: right;">\$140,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Request to replace two police vehicles. This article supports the continued annual replacement of police cruisers on an established schedule of two vehicles one year and three the next. • Funded from Free Cash with no additional tax impact. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
17	CIP: Fire – Rescue 1 Replacement <div style="text-align: right;">\$1,250,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Request for funding to replace a 2004 Rescue Pumper. This proposal is to purchase a true rescue truck designed and equipped to function as a rescue truck. • Proposed to be funded with a combination of Free Cash (\$492,920), Premium Reserves (\$11,238), and borrowing (\$745,842) • Debt Authorization will require a 2/3 majority vote. If approved, the tax impact for the borrowing likely be negligible in FY2025, other than a potential charge for issuance costs. In FY2026, if bonded for ten years during FY2025, the tax impact would be approximately \$16.50 to the average single family home and would taper downward in subsequent years. 		
18	CIP: DPW - Facilities HVAC Upgrades / Modernization <div style="text-align: right;">\$250,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Request to fund the replacement of portions of the HVAC systems at the Police Station, Library, and Senior Center. • Funded from Free Cash with no additional tax impact. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
19	CIP: DPW – Police Station Siding <div style="text-align: right;">\$540,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Request to fund repairs to the building exterior at the Police Station building. This project will reappropriate \$70,000 approved in Article 16 at the 2023 Annual Town Meeting for painting the station. • The painting was not conducted due to building condition, which necessitate the siding project originally proposed to cost \$200,000. A recent architectural assessment has led to the estimate increasing to \$540,000. • The additional \$340,000 in Free Cash for this article is redirected from the DPW’s Hook Truck article, which is intended to be passed over and reconsidered for FY2026. • Funded from Free Cash (\$470,000) and the existing article (\$70,000), with no additional tax impact. 		
20	CIP: DPW – Fire Station Brick Repointing and Sealing <div style="text-align: right;">\$80,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Request to fund the repointing and sealing of the bricks at the Fire Station at 11 Pierce Street. Project is needed to extend life of building while in use, specifically to protect the building’s façade from moisture infiltration. • Funded from Free Cash with no additional tax impact. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
21	CIP: DPW – Road Improvements & Maintenance <div style="text-align: right;">\$310,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Funds needed in addition to the State’s Chapter 90 transportation funding to maintain current road conditions in accordance with the Pavement Management Plan. • Funded from Free Cash with no additional tax impact. 		
22	CIP: DPW – Enclosed Public Health Trailer <div style="text-align: right;">\$95,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Request to fund the purchase of a new enclosed trailer. The current enclosed trailer serves as an emergency facility with power, temperature control, cabinetry, and lighting. The new trailer will provide improved service for community events and activities such as elections, Applefest, health clinics, and other Town events. • Funded from Free Cash with no additional tax impact. 		
23	CIP: DPW – Drainage/Sidewalk Improvement Program <div style="text-align: right;">\$300,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Request for funds for repair and replacement of failing drainage and sidewalk infrastructure. • Funded from Overlay Surplus with no additional tax impact. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
24	<p>CIP: DPW – Bucket Truck</p> <p style="text-align: right;">\$330,000</p>	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul style="list-style-type: none"> ▪ Request to fund the purchase of a bucket truck to replace a 2010 model 30,000-pound GVW bucket truck that is used by the Highway and Tree Divisions. As part of this capital item the existing vehicle chassis will be repurposed to extend its useful life of 10-12 years. ▪ Funded from Free Cash with no additional tax impact. 		
25	<p>CIP: DPW – Sidewalk Plow Replacement</p> <p style="text-align: right;">\$300,000</p>	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul style="list-style-type: none"> ▪ Request to fund the purchase of a sidewalk plow to replace a 2012 model sidewalk plow with various attachments that is used by the Highway Division. This equipment has a useful life of 10-12 years. As part of this capital item the existing equipment will be traded in. ▪ Funded from Overlay Surplus with no additional tax impact. 		
26	<p>CIP: DPW – Hook Lift Truck</p> <p style="text-align: right;">\$0</p>	<p>The Appropriations Committee voted to unanimously recommend passing over this Article.</p>
<ul style="list-style-type: none"> ▪ This Article originally was presented as \$340,000 for the purchase a new fleet vehicle. Obtaining a hook lift truck will allow the Department to utilize multiple bodies on a single chassis, and this outlay would have provided for a dump body, spreader, and light duty material body in addition to the truck chassis. ▪ This article is intended to be passed over in order to redirect funding to the Police Station siding article, and the truck is intended to be considered again in FY2026’s capital plan. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
27	<p>CIP: DPW – One-Ton Utility Truck with Plow Replacement</p> <p style="text-align: right;">\$140,000</p>	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul style="list-style-type: none"> ▪ Request to fund the purchase of a utility body truck to replace a 2014 model one-ton utility body truck that is used by the Water and Sewer Divisions. As part of this capital item the existing vehicle will be sold to the Northborough/Southborough Regional School District for \$20,000 in lieu of applying the amount as trade-in value. ▪ Funded from Water Enterprise Revenue (\$20,000 to account for the sale), Water Enterprise Fund Free Cash (\$72,000, 60%), and Sewer Enterprise Fund Free Cash (\$48,000, 40%) with no additional tax impact. 		
28	<p>CIP: DPW – Inflow & Infiltration (I&I) Mitigation</p> <p style="text-align: right;">\$380,000</p>	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul style="list-style-type: none"> ▪ Request for funds to remove non-sanitary flows from the sewer system as mandated by MassDEP under 314 CMR 12.04. The Town has a comprehensive 15-year inflow and infiltration elimination plan, and this is the third year of implementation. For each gallon of storm/groundwater that is removed from the sewer system, which is one less gallon that must be treated and one more gallon of capacity available for future use. ▪ Funded from Sewer Enterprise Fund Free Cash (\$372,399) and Sewer Premium Reserve (\$7,601) with no additional tax impact. 		
29	<p>CIP: School Dept – Peaslee Elementary – Asbestos Encapsulation – Chimney</p> <p style="text-align: right;">\$30,000</p>	<p>The Appropriations Committee voted to unanimously recommend approval of this Article.</p>
<ul style="list-style-type: none"> • Funds needed for the encapsulation of chimney ductwork at Marguerite E. Peaslee Elementary School. Funded from Free Cash with no additional tax impact. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
30	CIP: School Dept – Melican Middle School – Hot Water System Upgrade <div style="text-align: right;">\$30,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds needed for upgrades to the hot water system at the Robert E. Melican Middle School. ▪ This article will re-appropriate a surplus balance remaining in Article 28 from 2011 Annual Town Meeting for Green Repairs at the Middle School. Funded from available funds with no additional tax impact. 		
31	CIP: School Dept – Melican Middle School – Pneumatic Controls Repairs <div style="text-align: right;">\$72,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds needed for repairs to the pneumatic controls at the Robert E. Melican Middle School. ▪ This article will re-appropriate the surplus balance remaining in Article 28 from 2011 Annual Town Meeting for Green Repairs at the Middle School. Funded from available funds with no additional tax impact. 		
32	CIP: School Dept – Feasibility Study for Marguerite E. Peaslee Elementary School <div style="text-align: right;">\$900,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds needed for a study that will provide the Town with options to either renovate or rebuild the Peaslee Elementary School. Approval required to advance grant eligibility from the Massachusetts School Building Administration (MSBA). ▪ Funded from Borrowing which requires a 2/3 majority vote. A reimbursement of approximately 50% by MSBA is anticipated so the true cost will be \$450,000. ▪ The tax impact would be approximately \$17 to the average single-family home in the first year that principal is payable and would taper downward in subsequent years if bonded for five years. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
33	Lease & Power Purchase Agreement (PPA)- Proctor School <div style="text-align: right;">N/A</div>	The Appropriations Committee deferred their recommendation until Annual Town Meeting
<ul style="list-style-type: none"> • The article allows for 168kw solar system mounted to School’s roof pursuant to a PPA for 20 years. • The article will provide the School Department with \$10,000 utility savings annually and will reduce the School’s carbon footprint. • Budget capacity in the School Department’s budget will be gained through utility savings. • At the time of this report, the Committee was in favor of this article but was waiting for background information about the selection of PPA as the strategy and 20 years as the term. • The formal recommendation was deferred to the next meeting on April 22 to review any additional information and will be presented at Annual Town Meeting. 		
34	Lease & Power Purchase Agreement (PPA)- Lincoln Street School <div style="text-align: right;">N/A</div>	The Appropriations Committee deferred their recommendation until Annual Town Meeting
<ul style="list-style-type: none"> • The article allows for 237kw solar system mounted to School’s roof pursuant to a PPA for 20 years. • The article will provide the School Department with \$15,000 utility savings annually and will reduce the School’s carbon footprint. • Budget capacity in the School Department’s budget will be gained through utility savings. • At the time of this report, the Committee was in favor of this article but was waiting for background information about the selection of PPA as the strategy and 20 years as the term. • The formal recommendation was deferred to the next meeting on April 22 to review any additional information and will be presented at Annual Town Meeting. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
35	Lease & Power Purchase Agreement (PPA) - Zeh School <div style="text-align: right;">N/A</div>	The Appropriations Committee deferred their recommendation until Annual Town Meeting
<ul style="list-style-type: none"> • The article allows for a solar system mounted to School’s roof pursuant to a PPA for 20 years. • The article will provide the School Department with \$10,000 utility savings annually, and will reduce the School’s carbon footprint. • Budget capacity in the School Department’s budget will be gained through utility savings. • At the time of this report, the Committee was in favor of this article but was waiting for background information about the selection of PPA as the strategy and 20 years as the term. • The formal recommendation was deferred to the next meeting on April 22 to review any additional information and will be presented at Annual Town Meeting. 		
39	Authorization to Fund Spaces for Public Parking <div style="text-align: right;">\$10,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> • Authorization and funding for the purpose of leasing land along route 20 for the purpose of providing public parking. • Funded by taxation, and tax impact would be approximately \$1.50 to the average single-family home and is included in the \$614 estimate for the overall budget. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
40	Community Preservation Fund: Acquisition of 432 Whitney Street <div style="text-align: right;">\$1,700,000</div>	The Appropriations Committee voted to five to 1 (1-5-0) to NOT recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds requested for the purpose of acquiring the 23.77+/- acres of land located at 352 Whitney Street for open space/passive recreation purposes and the development of up to eight affordable low-income dwelling units. ▪ Funded from the CPA Unreserved Fund (\$817,653), Conservation Fund (\$664,073) and CPA Revenues (\$218,274). ▪ The Committee discussed the fees and tax revenue that might be generated if the property was developed under the zoned use. 		
41	Community Preservation Fund: Soundproofing of Outdoor Pickleball Courts at Ellsworth McAfee Park <div style="text-align: right;">\$54,500</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ This project involves installation of ultraviolet (UV) tolerant soundproofing onto the top line of the existing fencing system to block the impact noise generated by pickleball sports. It will reduce noise below nuisance levels. • Funded from CPA Revenues. 		
42	Community Preservation Fund: Northborough Affordable Housing Corporation <div style="text-align: right;">\$126,856</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds requested for the purpose of the creation and support of affordable housing by the NAHC. Transfers/Reimbursements will be contingent on funding agreement between NAHC and the Town's CPC and Select Board. ▪ Funded from CPA Revenues. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
43	Community Preservation Fund: Restoration of First Parish Church Steeple <div style="text-align: right;">\$210,000</div>	The Appropriations Committee voted to unanimously to NOT recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds requested for First Parish Northborough Unitarian-Universalist Church for the structural restoration of the steeple. ▪ Funded from CPA Revenues. ▪ The Committee discussed the perception of using public funds for private property. 		
44	Community Preservation Fund: Aqueduct Historic Marker <div style="text-align: right;">\$4,729</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds requested for the purchase and installation of a historic marker for the Aqueduct Bridge. ▪ Funded from CPA Revenues. 		
45	Community Preservation Fund: White Cliffs Debt Service <div style="text-align: right;">\$176,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds requested for the seventh of ten payments required for the debt on the White Cliffs purchase. ▪ Funded with \$164,641 CPA Revenues and \$11,359 CPA Premium Reserve. 		

Article	Purpose of Article	Committee Vote and Recommendation
☆ NOTE: ALL PROPOSED BUDGET REQUESTS ARE WITHIN THE CONFINES OF PROPOSITION 2½ ☆		
46	Community Preservation Fund: Administrative Fund <div style="text-align: right;">\$41,000</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Funds requested for the purpose of maintaining the CPA's annual Administrative Fund. ▪ Funded from CPA Revenues. 		
47	Rescind Authorized, Unissued Debt <div style="text-align: right;">(\$5,073,806)</div>	The Appropriations Committee voted to unanimously recommend approval of this Article.
<ul style="list-style-type: none"> ▪ Rescinding unissued debt is a housekeeping issue. There are 6 prior year borrowing authorizations from 2011 through 2016 Town Meetings for which debt was not issued either in part or in whole and the borrowing authority is no longer needed. Town Meeting action is required to rescind the authority to borrow. ▪ No tax impact. 		
Articles 1-2 and 36-38 and 48-65 do not require a recommendation from the Appropriations Committee		

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