



**be  
well**  
Northborough

**2021**

**Annual Report  
for the Town of  
Northborough, Massachusetts**





# Table of Contents

<b>Town Organization</b> .....	<b>3</b>	<b>Town Reports – General Administration</b>		<b>Town Reports – Community Services</b>	
<b>Boards, Committees, Commissions</b>		Board of Selectmen .....	<b>10</b>	Council on Aging/Senior Center .....	<b>34</b>
<b>Organization</b> .....	<b>4</b>	Town Administrator.....	<b>12</b>	Northborough Free Library .....	<b>35</b>
<b>Officers of the United States</b> .....	<b>5</b>	Finance Department .....	<b>14, 16, 17, 18</b>	Recreation Department.....	<b>36</b>
<b>Officers of the Commonwealth</b> .....	<b>5</b>	Town Clerk’s Office .....	<b>19</b>	Family & Youth Services Department .....	<b>38</b>
<b>Elected Officers</b> .....	<b>5</b>	Planning Department.....	<b>20</b>	Veterans’ Services .....	<b>40</b>
<b>Boards, Committees, Commissions</b> .....	<b>5, 6, 7</b>	Engineering Department .....	<b>22</b>	MIS/GIS .....	<b>41</b>
<b>Meeting Schedule</b> .....	<b>7</b>	<b>Town Reports – Public Safety</b>		Cable Access .....	<b>41</b>
<b>Town Personnel</b>		Police Department .....	<b>24</b>	Community Affairs Committee.....	<b>42</b>
Appointed Officers .....	<b>8</b>	Fire Department/EMS .....	<b>26</b>	Cultural Council .....	<b>42</b>
Public Safety .....	<b>8</b>	Building Department.....	<b>28</b>	Housing Authority .....	<b>43</b>
Public Service.....	<b>9</b>	Health Department .....	<b>30</b>	Trails Committee .....	<b>43</b>
Health & Human Services.....	<b>9</b>	<b>Town Reports – Public Works</b>		Historic District Commission.....	<b>44</b>
Culture & Recreation .....	<b>9</b>	Public Works Department .....	<b>32</b>	<b>Northborough School District</b>	
				School Committee and Administration .....	<b>45</b>
				Superintendent’s Report .....	<b>46</b>
				Federal and State Grants .....	<b>47</b>
				School Financial Statement.....	<b>48</b>
				<b>Annual Town Meeting Warrant</b> .....	<b>49</b>
				<b>About the Cover</b> .....	<b>55</b>
				<b>Telephone Numbers</b> .....	<b>56</b>





# Community Profile

## Incorporated

- 1766

## Land Area

- 18.72 Sq. Miles

## Public Roads

- 92.76 Miles

## County

- Worcester

## Population

- 15,330

## Form of Government

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

## FY2022 Tax Rate per Thousand

- \$16.49

## FY2022 Average Single Family Home Value

- \$496,961

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

[www.town.northborough.ma.us](http://www.town.northborough.ma.us)

## Town Offices

63 Main Street

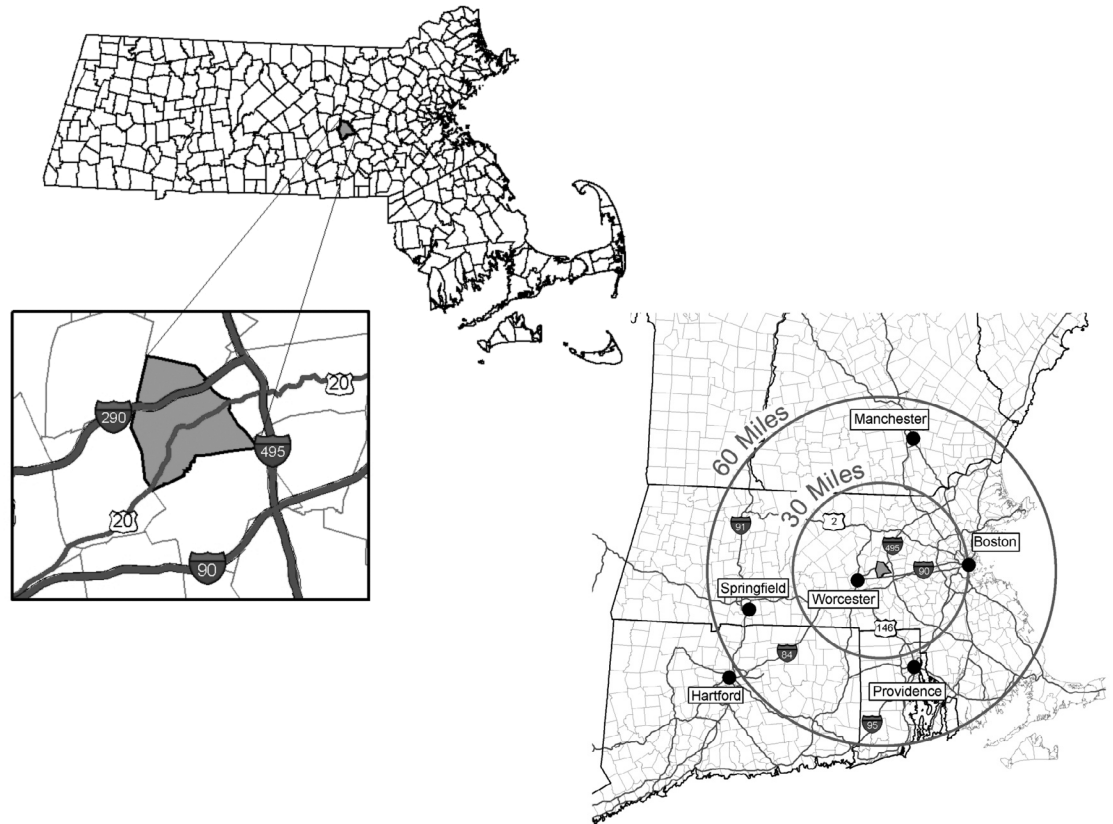
Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

[townadmin@town.northborough.ma.us](mailto:townadmin@town.northborough.ma.us)

## In The Center Of It All: Northborough, Massachusetts

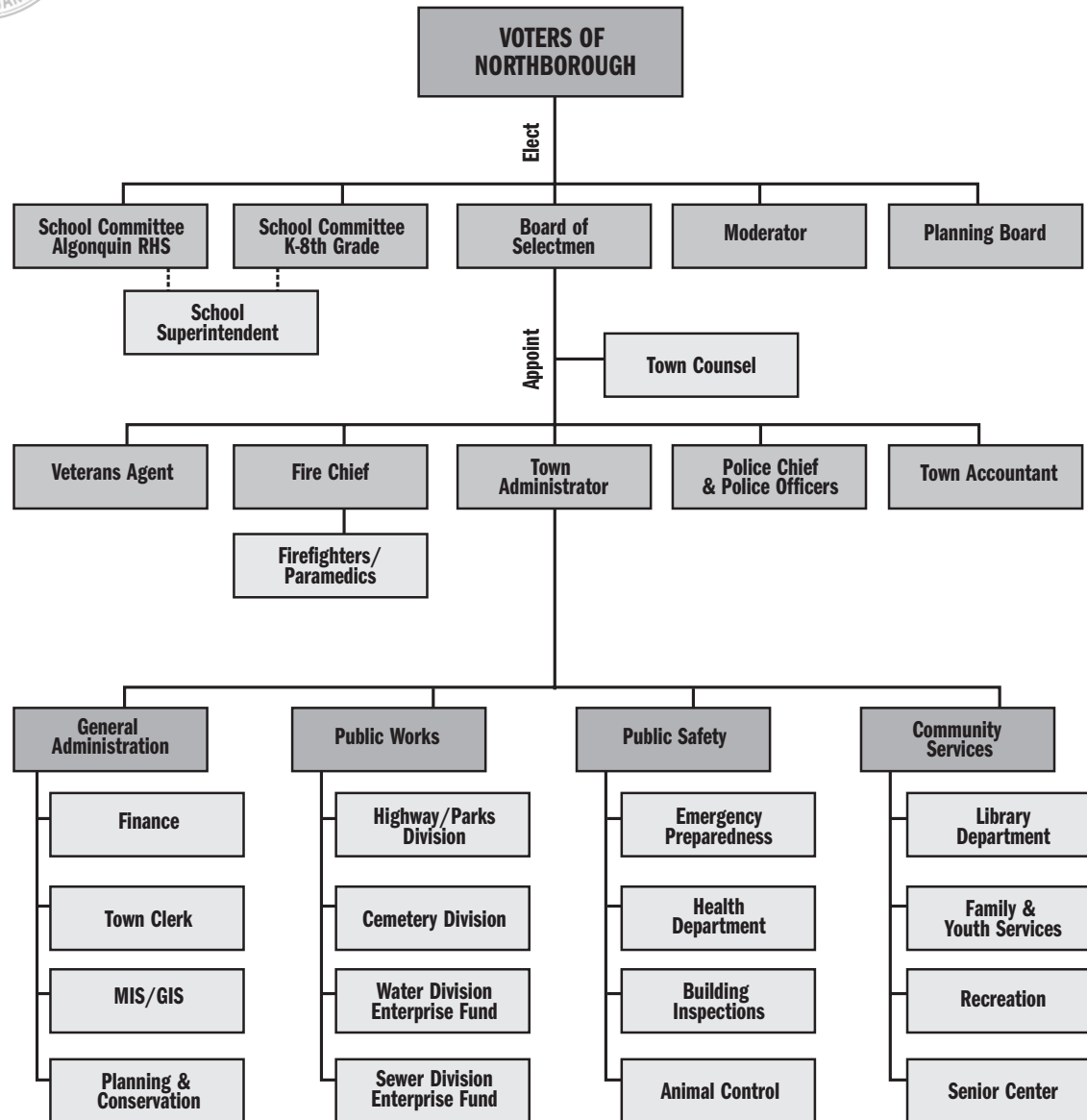


The Town of Northborough is a suburban community which offers classic New England charm while providing access to educational opportunities, a mix of retail establishments and restaurants, a variety of housing options, and a stable and prospering business environment. These attributes make Northborough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





# Town Organization



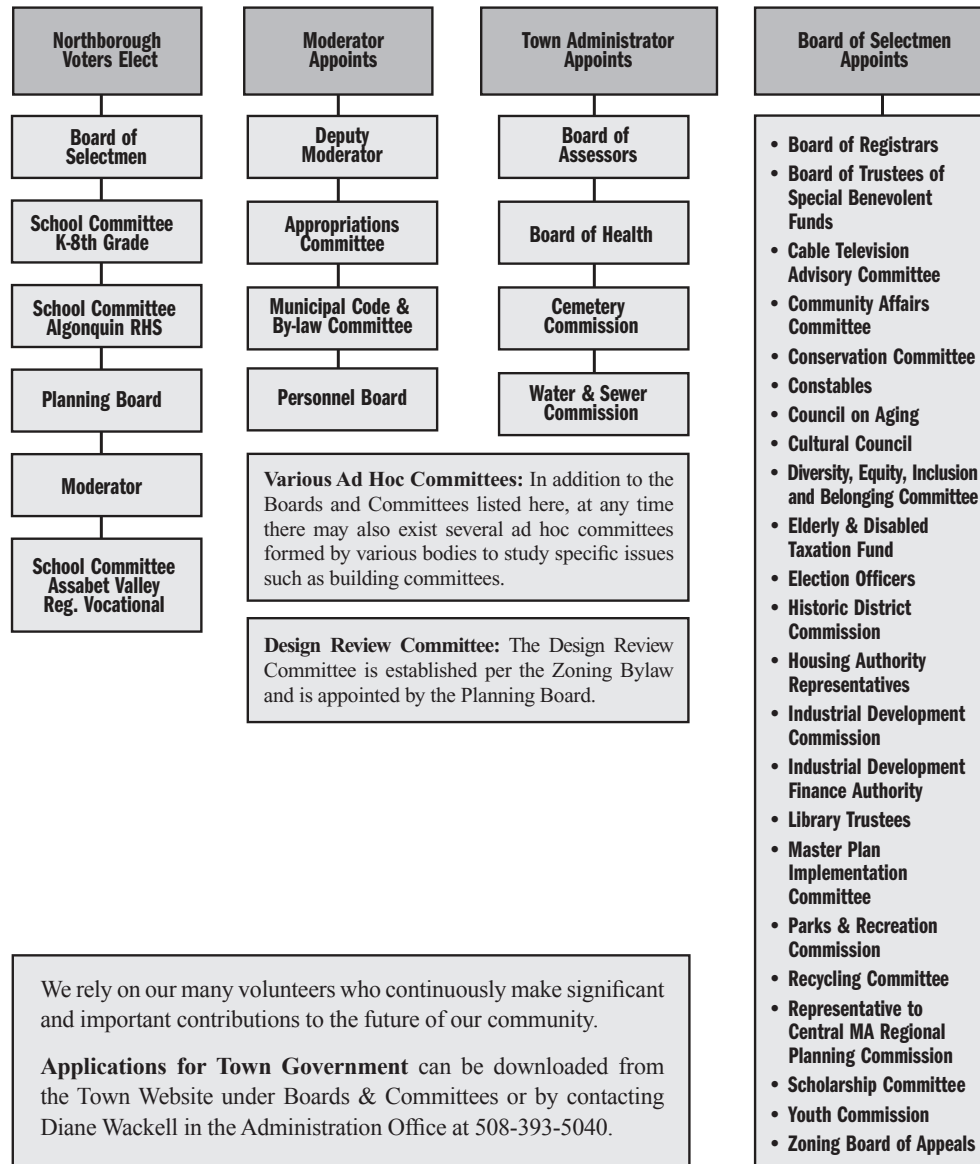
## Personnel Appointing Authority

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





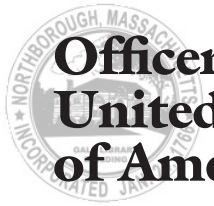
# Boards, Committees, Commissions Organization



## Boards & Committees with Multiple Appointing Authorities

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





## Officers of the United States of America

### President

Joseph R. Biden Jr.

### Vice President

Kamala D. Harris

### Senator in Congress

Elizabeth A. Warren

### Senator in Congress

Edward J. Markey

### Congressman, 3rd District

James P. McGovern



## Officers of the Commonwealth of Massachusetts

### Governor

Charles D. Baker

### Lieutenant Governor

Karyn E. Polito

### Secretary of the Commonwealth

William F. Galvin

### Treasurer

Deborah B. Goldberg

### Attorney General

Maura Healey

### Auditor

Suzanne M. Bump

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

Marilyn Petitto Devaney

### Governor's Council 7th District

(Pct. 1, 2, 4)

Paul M. DePalo

### State Senator (Pct. 3)

Middlesex & Worcester

James B. Eldridge

### State Senator (Pct. 1, 2, 4)

1st Worcester

Harriette L. Chandler

### State Rep. 12th Worcester District

(Pct. 2, 4)

Meghan Kilcoyne

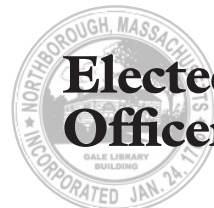
### State Rep. 4th Middlesex District

(Pct. 1, 3)

Danielle W. Gregoire

### District Attorney

Joseph D. Early, Jr.



## Elected Officers

### Moderator

Frederick A. George

### Deputy Moderator

Gerald Hickman

### Board of Selectmen

Jason Perreault, Chair

Julianne Hirsh

T. Scott Rogers

Leslie Rutan

Kristen Wixted

\**Timothy Kaelin*

### Planning Board

Kerri Martinek, Chair

Michelle Gillespie

Millie Milton

Amy Poretsky

Anthony Ziton

### Assabet Valley Regional Vocational District School Committee

Virginia Simms George

### Northborough School Committee

Lauren Bailey-Jones, Chair

Keith Lebel

Joan Frank

Kelly Guenette

Erin Tagliaferri

### Northborough/Southborough Regional School Committee

S-Paul Desmond, Chair

N-Joan Frank

N-Karen Ares

N-Christopher Covino

N-Kathleen Howland

N-Sean O'Shea

S-Paul Butka

S-Kathleen Harragan Polutchko

S-Cathy Kea

S-Daniel Kolenda



## Boards, Committees & Commissions

### Council on Aging

Adrienne Cost, Chair

Jarl Anderson

Lee Beavers

Linda Cragin

Theresa Lee

Phylis Muthee

### Council on Aging, *cont.*

Elizabeth Nasser

Virginia Simms George

Muriel Swenor

\**Alice Stapelfeld*

### Appropriations Committee

Richard Nieber, Chair

George Brenckle

Robert D'Amico

Janice Hight

Timothy Kaelin

Anthony Potete

\**Elaine Kelly, Chair*

### Board of Assessors

Julie Brownlee, Principal

Bruce Morgan

Christopher Reidy

\**James Dillon*

### Cable Television Advisory Committee

Richard Sweet, Chair

### Cemetery Commission

Catherine Cushman

Gail Forsberg

Cheryl Fraser

\**William Graham*

### Community Affairs Committee

Suzanne Cieslica, Chair

Rebecca Foley Mihopoulos

Jessica Hey

Jennifer Kenny

Pamela Markey

Tricia Olival

Beth Paine

Lisa Smith

\**Elizabeth Bedard*

\**Lisa Hodge*

### Community Preservation Committee

John Campbell, Chair (Open Space)

Andrew Clark

Jeffrey Leland

*\*Resigned/Term Expired/Other*





## Boards, Committees, Commissions

### **Community Preservation, *cont.***

Peter Martin  
Sean Durkin (Parks & Rec)  
Leslie Harrison (HDC)  
Millie Milton (Planning Board)  
Todd Helwig (Conservation)  
Andrew Dowd (Housing Authority)

### **Conservation Commission**

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

### **Cultural Council**

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

### **Design Review Committee**

Amy Poretsky, Chair  
Dario DiMare  
Lisa Maselli  
David Veron  
*\*Michelle Gillespie*  
*\*Diana Nicklaus*  
*\*Tom Reardon*

### **Diversity & Inclusion Committee**

Timothy Kaelin, Chair  
Lashika Holland  
Mariam Ibrahim  
Mary Leach  
Diedra Wrighting  
Lauren Bailey (School Committee)  
Virginia Simms George (Council on Aging)  
*\*Hamilton Soriano*

### **Earthwork Board**

Janet Sandstrom, Chair  
Thomas Beals  
Christopher Deacetis  
Ronald Doucett  
Anthony Pini

### **Elderly & Disabled Taxation Fund Committee**

Jennifer Critchlow  
Cynthia Moore  
Muriel Swenor

### **Financial Planning Committee**

David DeVries, Chair  
Michael Hodge  
William Peterson, Jr.  
John Rapa  
Thomas Spataro

### **Fire Station Building Committee**

Daniel Brillhart  
Mitch Cohen  
Richard Smith  
*\*Jamie Desautels*  
*\*Elaine Kelly*

### **Groundwater Advisory Committee**

Theresa Capobianco  
Bryant Firmin  
Diane Guldner  
Jason Perreault  
Anthony Ziton

### **Board of Health**

Glenn French, Chair  
Theresa Capobianco  
Dilip Jain  
Lisa Johnson  
Swati Sane

### **Historic District Commission**

Normand Corbin, Chair  
Bruce Chute  
Michael Duchesneau  
Leslie Harrison  
Brian Smith  
Millie Milton  
Brian Swanson

### **HDC Alternate Members**

Amanda Derosier Millette  
Lorna Helms  
Robert Licht  
Thomas Reardon

### **Housing Authority**

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

### **Housing Partnership**

Michael Durkin  
Nicole Carey

### **Industrial Development Finance Authority**

George Pember, Chair  
Francis McKenna

### **Library Trustees**

Michelle Rehill, Chair  
Mitch Cohen  
Mary Crowley  
James Hogan  
Neeta Karanjkar  
Jocelyn McElhiney  
Charles Recchia

### **Library Trustees, *cont.***

Joan Scott  
Richard Tucker  
*\*Hamilton Soriano*

### **Master Plan Implementation Committee**

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

### **Municipal Code & Bylaw Committee**

Mitch Cohen  
Andrea Leland  
William Pierce  
Brian Strand

### **Open Space Committee**

John Campbell, Chair  
Brian Belfer  
Ashley Davies  
Leslie Harrison  
William Pierce  
Paul Tagliaferri  
T. Scott Rogers (Selectmen)  
Daniel Clark (Conservation)  
Anthony Ziton (Planning Board)  
*\*Timothy Kaelin*  
*\*David Putnam*

*\*Resigned/Term Expired/Other*





# Boards, Committees, Commissions

## Parks & Recreation Commission

Mark Awdycki  
Tracey Cammarano  
Sean Durkin  
Gary Maggiolino  
Faith Stevens

## Personnel Board

Virginia Simms George, Chair  
Charles Frankian  
Marsha Hill  
James Kihungi  
Guilene Prepetit  
Lisa Studholme

## Recycling Commission

Justin Fisher  
Ingrid Molnar  
June Stokoe  
Brian Swanson  
Jane Walsh

## Board of Registrars

Andrew Dowd, Ex-Officio  
Richard Hagen  
Veronica Mueller  
*\*Claire Swan*

## Scholarship Committee

Robert D'Amico, Chair  
James Kihungi  
Elizabeth Nolan  
Kerry Thornton-Genova  
Vikram Verma  
*\*Marjorie Markson*  
*\*Kelly Moran*

## Trails Committee

Robert Mihalek, Chair  
Brian Belfer  
Jeff Cayer  
William Cobb

## Trails Committee, cont.

Craig Cox  
Sherral Devine  
James Klinkenberg  
Forest Lyford  
James Stein  
*\*George Curtis*  
*\*Marielle Stone*

## Trust Funds Committee

Andrea Leland  
Marcia Roman  
Karen Scopetski

## Water & Sewer Commission

John Meader, Chair  
Bryant Firmin  
David Pepe

## White Cliffs Committee

Diana Nicklaus  
Tom Reardon  
Normand Corbin (Historic District  
Commission)  
Todd Helwig (Community Preservation  
Committee)  
Julianne Hirsh (Selectmen)

## Youth Commission

Sandra Scott, Chair  
Gretchen Bean  
Sherry Clark  
Joan Clementi  
Gila Schneider Nachum  
Jennifer Lipton-O'Connor  
Casey Rickli

## Zoning Board of Appeals

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

*\*Resigned/Term Expired/Other*

## Meeting Schedule

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

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





## Appointed Officers

### **Town Administrator**

John W. Coderre

### **Assistant Town Administrator**

Rebecca Meekins

### **Executive Assistants**

Lynda LePoer

Diane Wackell

### **Finance Director**

Jason Little

### **Treasurer/Collector**

Lisa Troast

*\*Amy Haley*

### **Asst. Treasurer/Collector**

Kristi Dagle

### **Asst. Tax Collector**

Marijane Pescaro

### **Financial Assistant**

Ashley Snell

### **Assistant Town Accountant**

Peter Crepeault

### **Principal Assessor**

Julie Brownlee

### **Assessors**

Bruce Morgan

Christopher Reidy

*\*James Dillon*

### **Data Collector Assessor**

Brian Fernandes

### **Assessor's Assistant**

*\*Tiffany Peters*

### **Town Clerk**

Andrew Dowd

### **Assistant Town Clerk**

Karen Wilber

### **Town Counsel**

KP Law

### **Town Planner**

Kathryn Joubert

### **Town Engineer**

Fred Litchfield

### **Administrative Assistant**

Michelle Cilley

### **Conservation Agent**

Mia McDonald

### **Conservation/Earthwork Board**

#### **Secretary**

Melanie Rich

### **ZBA Board Secretary**

Elaine Rowe

### **Town Hall/Police Custodian**

Hosannah Pires



### **Police Chief**

William E. Lyver, Jr.

### **Police Lieutenant**

Brian Griffin

*\*Joseph Galvin*

### **Police Sergeants**

Demosthenes Agiomavritis

Justin Faucher

Sean Montville

James Scesny

Jeremy Trefry

*\*William Griffin*

### **Detective Sergeant**

William Griffin

*\*Brian Griffin*

### **Detectives**

Kevin Fruwirth

### **Patrol Officers**

Kostas Agiomavritis

Michael Bisset

Christopher Buzzell

Spencer Fuller

Connor Henry

Daniel Martin

Phillip Martin

Jake Mick

Thomas McDonald

Daniel Murphy

Eloi Ruegg

Stephen Sullivan

*\*Kyle Crewe*

*\*Sean Montville*

*\*Brendan Woeller*

### **Special Officers**

James Bruce

*\*Michael Rice*

*\*Erica Abro*

### **Administrative Assistant**

Karen Mueller

### **Supervisor of Communications & Records**

Chris Carleton

### **Dispatchers**

Amie Bullard

Christopher Cherry

Katie Mick

Kaleb Orton

Amanda Stone

Claudio Tavares

*\*Veronica Mueller*

*\*Michael Rice*

### **Fire Chief**

David Parenti

### **Fire Captains**

Daniel Brillhart

Frederick Hurst

Patrick McManus

Robert Theve

### **Firefighter/Paramedics**

John Bain

Patrick Doucimo

Morgan Doyle

Peter Galas

Brian Hatch

Jeremy Peters

Douglas Pulsifer

Scott Reynolds

Anthony Riccardo

Joel Rosenkrantz

Ryan Snee

Christopher Tetreault

Cameron Tracia

Ethan Ward

Todd Yellick

*\*Jamie Desautels*

*\*Richard Duong*

*\*Patrick McManus*

*\*Matthew Tufo*

### **Call Firefighters/EMTs**

Donald Charest

Brett Rand

Michael Serapiglia

### **Administrative Assistant**

Lorraine Cain

*\*Resigned/Term Expired/Other*





## Public Safety

### Chaplain

Richard Martino

### Haz Mat Assistant

Michael Parr

*\*Michael Borowiec*

### Inspector of Buildings

Robert Frederico

### Local Building Inspector

Christopher Lund

### Administrative Assistants

Katie Holt

Angie Sowden

### Plumbing & Gas Inspector

A. Richard Desimone

### Wiring Inspector

Robert Berger



## Public Service

### Cable Access Director

Kathleen Dalgliesh

### Studio Assistants

Terry Crean

Dana Volke

### MIS/GIS Director

David Kane



## Public Service

### Assistant MIS/GIS Director

*\*John Sabatini*

### DPW Director

Scott Charpentier

### Facilities Manager

Shawn Thompson

### Administrative Assistants

Sarah Jean

Robert Luke

### Highway/Parks Superintendent

David Robillard

### Highway/Parks Supervisors

Donald LeBlanc

David Lane

### Heavy Equipment Operators

Jason Bates

Christopher Carlin

Edward Faford

Richard Frederick

Lucas Szufat

### Light Equipment Operators

Matthias Bradshaw

Robert Currier

### Mechanic

Michael Roberts

### Water/Sewer Supervisor

Timothy Davison

### Water/Sewer Maintenance Workers

Taylor Cheverier

Steven Jobes

Jeremy Weeks



## Health & Human Services

### Health Agent

Kristin Black

### Administrative Assistants

Katie Holt

Angie Sowden

### Senior Center Interim Director

Eileen Bogle

### Senior Center Director

*\*Liz Tretiak*

### Bistro Coordinator

Carolyn Harrington

Victoria Killeen

### Program Coordinator

Linda DiMare

### Outreach Coordinator

Jocelyn Ehrhardt

### Office Assistant

Nancy Dragon

### Van Drivers

James Bruce

Warren Johnson

Robert Lang

Dennis Parker

*\*Keith Cofer*

### Family & Youth Services Director

June David-Fors

### FYS Counselor

Ayako Reich

### Office Assistant

Doreen Genna

### Veterans' Services Director

Justin Sousa



## Culture & Recreation

### Library Director

Jennifer Bruneau

### Librarians

Deborah Hersh

Katrina Ireland

Donna Kafel

Bonny Krantz

### Circulation Desk Supervisor

Kristen Bartolomeo

### Library Assistants

Kimberly Arnold

Carlina Arsenault

Rachael Hutchins

Geneinde Jones

Eric Wang

Lindsay Ward

### Financial Assistant

Kathleen Whitman

### Recreation Director

Allison Lane

### Administrative Assistant

Maegan Jordan

*\*Resigned/Term Expired/Other*





# Board of Selectmen

Jason Perreault, *Chair*

## Meeting Information

- The Board of Selectmen meets on the 2nd and 4th Monday of each month, unless otherwise noted.
- Agendas and Meeting Minutes are available on the Town's website.
- Regularly scheduled meetings are broadcast live and can be viewed on all multimedia devices by looking up "Northborough Remote Meetings" on YouTube.

The Pandemic continues to be challenging for our community. The Board extends its appreciation to the Public Safety and Health Departments for their tireless efforts in protecting the public. The Board received regular updates from Health Director Kristin Black regarding case counts, testing, vaccination clinics and community and business outreach efforts. Also appreciated is the continued efforts of our community members for adhering to recommended protective measures, for assisting those in need, and for supporting our local businesses. The Board gratefully acknowledges the contributions of our dedicated Town employees, who were forced to quickly implement protective measures themselves to ensure the safe and continuous operation of Town Government.

Because your input is important to us and is of the upmost importance to the success of our community, a public comments portion is added to each Selectmen's Agenda providing an opportunity for residents to engage with the Board on a regular basis. Each year, the Board invites State Senators and State Representatives to attend their March meeting to discuss the Town's position on key legislative issues that, if changed, could save the Town money and allow for greater efficiency in the management of Town affairs.

All residents are urged to subscribe to Town News through the Town website. This opt-in email distribution list delivers

information on Town activities, including storm-related information, public health and public works alerts, recycling information, election information and other special Town-related events. We would like to see every resident subscribe to receive these emails as this is a timely and cost-effective communication tool. Residents can also subscribe to receive agendas and minutes of the meetings for the various Boards and Committees.

The Board of Selectmen would like to publicly acknowledge the efforts and commitment of the Town Administrator and the financial team in developing the FY2022 Budget using the highest principles of government budgeting. We recognize and appreciate their creative and conservative approach in developing the FY2022 Budget, which was dominated by the continued impacts of the pandemic. The FY2022 Budget was presented and adopted at a successful outdoor Annual Town Meeting held on May 1, 2021. The Board would like to thank everyone for their patience in postponing any discussions regarding the use of ARPA funds until further guidance is issued.

The Board continues to work with neighborhood residents in managing ongoing traffic and safety concerns throughout Northborough, including in and around the Bartlett Street area. A Safety Zone at the Regional High School and a "Jake Break" prohibition on Bartlett Street were both implemented by the Board. The Master Plan Implementation Committee has begun its work to proceed with next steps and recommended actions to implement elements of the Master Plan, which will include discussions and recommendations for additional traffic and safety measures.

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

work culminated in a set of recommendations that were presented to the Board in early January of 2022. The Board is thankful to the members of the Diversity & Inclusion Committee for their accomplishments during such a short period of time and looks forward to further discussion and action on the recommendations.

While the pandemic is challenging for many, it has also brought about a sense of hope, optimism and community spirit. The Board is looking forward to hearing more about the Community-Wide Wellness Initiative 'BeWellNorthborough'. Through Covid Relief grant funding, this multi-component initiative will engage key community stakeholders in Town, including Town administration, the Recreation, Health, Police, and School Departments, as well as the Senior Center, Library, Family & Youth Services and the Diversity & Inclusion Committee to provide funding opportunities for non-profit community groups to plan for and provide wellness programs that will help residents and businesses feel connected to their community. This initiative will include a significant amount of public outreach to learn what the community would like to see in regard to community wellness.

The Board strongly encourages residents to view or participate in any of the various Board or Committee meetings which are now held in a virtual environment. Residents are able to view live and past meetings at Northborough Remote Meetings on YouTube. We also encourage residents to consider volunteering to serve on a Board or Committee. Interested residents can view current membership and vacancies and apply online by visiting the Town's online Board and Committee Information Center. The Board would like to extend its appreciation to the many citizen volunteers who serve on our Boards and Committees for their collective efforts in contributing to the future of our community.



# JULY 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
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# Town Administrator

**John W. Coderre, Town Administrator**

In 2021, the Coronavirus Pandemic continued to influence our work daily. Mask mandates and social distancing recommendations fluctuated throughout the year as case numbers were impacted by variants and vaccines. With the release of the COVID-19 vaccines, operating clinics became the focus of our time and energy for much of 2021.

In 2021, the first COVID-19 Vaccine Clinic was held in February at the Northborough Senior Center. Throughout the year, our Health Department partnered with neighboring communities to provide several clinics for all residents of all approved ages. In 2021, over 21,000 doses of the COVID-19 vaccine were administered under the program. Our Health Department continued to offer a testing program with the School Department to monitor the safety of operations as students returned to full in-person classroom learning.

The Town continued to take advantage of emergency grants and relief funds, including the Coronavirus Aid, Relief, and Economic Security Act (CARES) which was available to communities until October of 2021. The Town spent a total of \$1.1 million from the CARES Act for the emergency response to COVID-19. In addition to the CARES Act, the Town was granted a total of \$4.5 million in funding from the American Rescue Plan Act (ARPA), delivered partially in 2021, the remainder of which will be delivered in 2022. Due to the delay from the State in defining the uses of ARPA, no funds have been spent as of



*Northborough Town Offices, 63 Main Street*

December 2021. Our Health Department was also able to secure over \$450,000 in additional grant funding to improve public health services overall in the region and continues to take advantage of additional grant funding to address the long-term impacts of COVID-19 on local public health departments.

Financially, we have approached 2021 similarly to 2020, with much uncertainty. With the release of the COVID-19

vaccines, and robust testing programs, the economy has made a rapid recovery. Local businesses returned to their regular operations, mask mandates were lifted towards the end of the year, and optimism is high. We continue to diligently monitor our local receipts, which reflect the positive change with respect to the pandemic. We met or exceeded our revenue projections in FY2021, which were significantly reduced in the prior year to address the uncertainty around the impacts of COVID-19.

The 2021 Annual Town Meeting was delayed until May 1, 2021 and held outdoors to address concerns about the spread of COVID-19. The town proposed a balanced budget within the confines of Proposition 2½ with unanimous support of all boards and committees. That proposal was approved by the voters, which resulted in an increase of \$222 to the average single-family homeowner.

Lastly, I would be remiss if I did not recognize the tireless efforts of all town staff throughout the pandemic. They have been unwavering in their willingness and ability to provide uninterrupted, transparent, efficient, and effective services to all residents and businesses in Northborough. I would like to thank all staff who have left the employment of the town through either resignation or retirement and welcome all new employees who joined us in 2021. I look forward to 2022 with optimism and excitement about the future of Northborough.



# AUGUST 2022

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# Finance Department

**Jason Little**, *Finance Director/Town Accountant*

**Lisa Troast**, *Treasurer/Collector*

**Julie Brownlee**, *Principal Assessor*

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

The Town's financial position remains solid, having completed FY2021 with an unassigned fund balance in the General Fund of \$10.7 million. Total reserves remained steady with certified Free Cash at \$3.40 million and the Stabilization Fund balance at \$5.13 million. In total, the reserves represent over 10.0% of the FY2021 general fund budget. The Town's Independent Auditor completed the FY2021 audit in accordance with generally accepted auditing standards and determined that there were no material weaknesses.

Throughout calendar year 2021 the global economic recovery continued through a resurgence of the COVID-19 pandemic, with the global economy projected to have grown by 5.9%. While in the United States, the Gross National Product expanded 5.7%. Analysts attribute the positive market performance to U.S. markets learning to adapt through the new variants. At the State level, the January 2022 "revenue consensus" hearing, which starts the State's FY2023 budget process, provided expert testimony that included a midrange 2.7% increase over FY2022 for projected revenues. At the local level, FY2021 closed with revenue exceeding estimates and expenditures coming in below budget by under 3%. These conditions will lead to the Town continuing its conservative budgeting practices while embarking on a budget year that will involve the economic recovery being driven in part by The American Recovery Plan Act (ARPA).

## Balance Sheet - Governmental Funds - June 30, 2021

	General Fund	Fire Station Design and Land Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Assets:</b>				
Cash and Cash Equivalents	\$ 12,039,083	\$ 3,484,896	\$ 7,051,308	\$ 22,575,287
Investments	5,325,898	-	5,381,997	10,707,895
Receivables, net of allowance for uncollectibles:				
Property Taxes	403,374	-	3,278	406,652
Tax Liens	669,629	-	6,326	675,955
Excise Taxes	236,318	-	-	236,318
Departmental	2,200	-	355,713	357,913
Due from Other Governments	592,605	-	1,917,738	2,510,343
Inventory	-	-	27,659	27,659
<b>Total Assets</b>	<b>\$ 19,269,107</b>	<b>\$ 3,484,896</b>	<b>\$ 14,744,019</b>	<b>\$ 37,498,022</b>
<b>Liabilities:</b>				
Warrants and Accounts Payable	\$ 1,018,037	\$ 5,185	\$ 740,682	\$ 1,763,904
Accrued Payroll	2,592,922	-	66,697	2,659,619
Payroll Withholdings	266,649	-	-	266,649
Tax Refund Payable	242,000	-	-	242,000
Other	13,252	-	248,272	261,524
Unearned Grant Revenue	-	-	2,258,159	2,258,159
Bond Anticipation Notes Payable	-	2,110,000	1,090,000	3,200,000
<b>Total Liabilities</b>	<b>4,132,860</b>	<b>2,115,185</b>	<b>4,403,810</b>	<b>10,651,855</b>
<b>Deferred Inflows of Resources:</b>				
Taxes Paid in Advance	856,011	-	13,221	869,232
Unavailable Revenue	1,598,698	-	321,327	1,920,025
<b>Total Deferred Inflows of Resources:</b>	<b>2,454,709</b>	<b>-</b>	<b>334,548</b>	<b>2,789,257</b>
<b>Fund Balance:</b>				
Non-Spendable	-	-	743,864	743,864
Restricted	-	1,369,711	7,473,979	8,843,690
Committed	-	-	2,286,253	2,286,253
Assigned	1,918,844	-	-	1,918,844
Unassigned	10,762,694	-	(498,435)	10,264,259
<b>Total Fund Balance</b>	<b>12,681,538</b>	<b>1,369,711</b>	<b>10,005,661</b>	<b>24,056,910</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b>\$ 19,269,107</b>	<b>\$ 3,484,896</b>	<b>\$ 14,744,019</b>	<b>\$ 37,498,022</b>



# SEPTEMBER 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>AUGUST 2022</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>OCTOBER 2022</b> S M T W T F S 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29			1	2	3
4	5 Labor Day	6	7	8	9	10
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				Applefest Weekend 		
18	19	20	21	22 Autumnal Equinox	23	24
Applefest Weekend 						
25 Rosh Hashanah Begins	26	27	28	29	30	



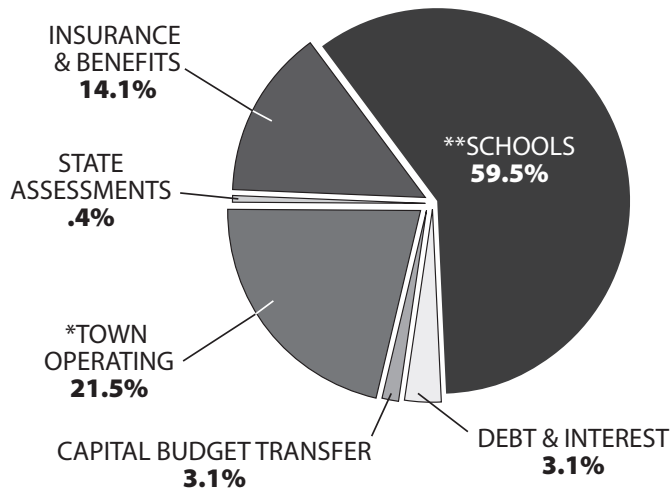


# Finance Department

## Budget in Brief

The FY2022 Budget relies on projections regarding available revenue which are conservatively budgeted. The tax revenue budget is based upon an established ceiling of revenue derived from local property taxes in accordance with Proposition 2 ½. Added to these are estimated revenues from State Aid, Local Receipts such as fees, permits, interest earned as well as transfers from available funds such as Free Cash and Special Revenue funds.

**Fiscal Year 2022 Expenditures**



\* Town Expenditures include Reserves for Abatements, Appropriation Reserve Fund, and Offsets

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

## FY2022 Budget

EXPENDITURES	FY2021 Budget	FY2022 Adopted	Variance	% Change
General Government (Town)	\$22,913,699	\$23,639,610	\$725,911	3.17%
Schools				
Northborough K-8	\$25,177,844	\$25,799,678	\$621,834	2.47%
Algonquin Reg. HS 9-12	\$12,587,175	\$12,893,497	\$306,322	2.43%
Algonquin Debt Exclusion	\$632,229	\$636,265	\$4,036	0.64%
Assabet Valley	\$865,186	\$934,658	\$69,472	8.03%
Assabet Valley Debt	\$137,660	\$133,832	-\$3,828	-2.78%
Warrant Articles				
Reserve Fund	\$375,000	\$175,000	-\$200,000	-53.33%
Free Cash Capital Projects	\$712,775	\$805,000	\$92,225	12.94%
Transfer to Stabilization	\$0	\$0	\$0	
Transfer to OPEB Trust	\$0	\$0	\$0	
Zeh School Debt	\$0	\$0	\$0	
Colburn St. Debt Service	\$59,923	\$57,475	-\$2,448	-4.08%
Library Debt Service	\$354,248	\$343,567	-\$10,681	-3.01%
Senior Center Debt Service	\$380,145	\$371,445	-\$8,700	-2.29%
Lincoln Street Debt	\$1,051,475	\$1,026,775	-\$24,700	-2.35%
Fire Station Debt	\$17,098	\$52,750	\$35,652	208.52%
Other Funds	\$755,886	\$733,933	-\$21,953	-2.90%
Adjustments	\$220,180	\$68,172	-\$152,008	-69.04%
<b>Subtotal General Fund</b>	<b>\$66,240,522</b>	<b>\$67,671,657</b>	<b>\$1,431,135</b>	<b>2.16%</b>
Water Enterprise Funds	\$2,600,970	\$2,600,970	\$0	0.00%
Sewer Enterprise Fund	\$2,296,295	\$2,296,295	\$0	0.00%
Solid Waste Enterprise Fund	\$873,550	\$873,550	\$0	0.00%
<b>Subtotal Enterprise Funds</b>	<b>\$5,770,815</b>	<b>\$5,770,815</b>	<b>\$0</b>	<b>0.00%</b>
<b>TOTAL ALL FUNDS</b>	<b>\$72,011,337</b>	<b>\$73,442,472</b>	<b>\$1,431,135</b>	<b>1.99%</b>





# Accounting Division

In accordance with the requirements of Mass General Law, the Annual Financial Reports for the Town of Northborough, for the Fiscal Year ending June 30, 2021 have been submitted. The audited financial statements reflect a fair and accurate presentation of all material aspects of the Town's financial position and results from its operation.

The Town's general ledger is maintained following the Uniform Municipal Account System (UMAS) prescribed by the Massachusetts Department of Revenue. The Town's financial statements are prepared using Generally Accepted Accounting Principles (GAAP) in accordance with standards developed by the Governmental Accounting Standards Board (GASB). The 2021 statements reflect implementation of GASB Statements through #75, which require actuarial valuations be performed to determine the Town's long-term Other Post Employment Benefit (OPEB) and Pension obligations. The liabilities and disclosures are included in the statements.

Scanlon & Associates, LLC has completed the audit of the Town's financial records. A copy of the audited financial statements is available in the office of the Town Clerk and from the Town Accountant's webpage.



## Statement of Net Position – June 30, 2021

ASSETS	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>CURRENT:</b>			
Cash and Cash Equivalents	\$ 22,575,287	\$ 10,618,887	\$ 33,194,174
Investments	10,707,895	-	10,707,895
Receivables, net of allowance for uncollectibles:			
Property Taxes	406,652	-	406,652
Tax Liens	675,955	-	675,955
Excise Taxes	236,318	-	236,318
User Charges	-	1,508,207	1,508,207
Departmental	357,913	-	357,913
Special Assessments	-	1,032	1,032
Due from Other Governments	2,510,343	-	2,510,343
Inventory	27,659	-	27,659
Total current assets	37,498,022	12,128,126	49,626,148
<b>NONCURRENT:</b>			
Receivables, net of allowance for uncollectibles:			
Special Assessments	-	362,357	362,357
Capital Assets, net of accumulated Depreciation			
Nondepreciable	8,967,376	3,498,620	12,465,996
Depreciable	58,743,574	14,089,494	72,833,068
Total noncurrent assets	67,710,950	17,950,471	85,661,421
<b>Total Assets</b>	<b>105,208,972</b>	<b>30,078,597</b>	<b>135,287,569</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Outflows Related to Pensions	2,757,602	76,157	2,833,759
Deferred Outflows Related to OPEB	3,876,045	40,047	3,916,092
<b>Total Deferred Outflows of Resources</b>	<b>6,633,647</b>	<b>116,204</b>	<b>6,749,851</b>
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants and Accounts Payable	1,763,904	284,335	2,048,239
Accrued Payroll	2,659,619	14,865	2,674,484
Payroll Withholdings	266,649	-	266,649
Tax Refund Payable	242,000	-	242,000
Accrued Interest	128,732	33,237	161,969
Other	261,524	-	261,524
Unearned Revenue	2,258,159	-	2,258,159
Compensated Absences	362,404	17,712	380,116
Due to Other Governments	-	5,516,111	5,516,111
Bond Anticipation Notes Payable	3,200,000	725,000	3,925,000
Bonds Payable	1,744,266	853,816	2,598,082
Total current liabilities	12,887,257	7,445,076	20,332,333
<b>NONCURRENT:</b>			
Compensated Absences	195,971	8,658	204,629
Net OPEB Liability	40,689,859	420,402	41,110,261
Net Pension Liability	30,280,962	836,273	31,117,235
Bonds Payable	14,457,337	4,444,816	18,902,153
Total noncurrent liabilities	85,624,129	5,710,149	91,334,278
<b>Total Liabilities</b>	<b>98,511,386</b>	<b>13,155,225</b>	<b>111,666,611</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Taxes Paid in Advance	869,232	-	869,232
Deferred Inflows Related to Pensions	2,350,406	64,912	2,415,318
Deferred Inflows Related to OPEB	8,671,708	89,595	8,761,303
<b>Total Deferred Inflows of Resources</b>	<b>11,891,346</b>	<b>154,507</b>	<b>12,045,853</b>
<b>NET POSITION</b>			
Net Investment in Capital Assets	48,309,347	11,564,482	59,873,829
Restricted for:			
Capital Projects	4,557,177	1,695,743	6,252,920
Federal & State Grants	1,700,085	-	1,700,085
Community Preservation	3,268,523	-	3,268,523
Permanent Funds:			
Expendable	311,917	-	311,917
Nonexpendable	716,205	-	716,205
Other Purposes	2,253,251	-	2,253,251
Unrestricted	(59,676,618)	3,624,844	(56,051,774)
<b>Total Net Position</b>	<b>\$ 1,439,887</b>	<b>\$ 16,885,069</b>	<b>\$ 18,324,956</b>

The Notes to the Financial Statements are an integral part of this Statement.





# Assessing Division

The mission of the Board of Assessors is to serve the public interest and assure financial stability by exhibiting the highest level of competence and professionalism. To this end, the Board of Assessors pledges our effort toward the accomplishment of five critical objectives: Timely tax billing; Tax equity whereby each taxpayer pays only their fair share of the tax burden; Capture all new growth revenue; Administration of the real estate, personal property and motor vehicle excise tax through prompt, courteous, honest and thorough public service; Enhancement of public awareness of both legislative changes in tax laws and relief programs for qualified local taxpayers.

The town currently has 6,545 taxable real and personal property accounts, of which 4,066 are single family residences. Various new development projects have provided \$61.5 million of new growth valuation and our total assessed valuation for FY2022 has increased to \$3.38 billion. Our tax base is diverse, with the ten largest taxpayers accounting for 13.9% of the total assessed valuation.

## Treasurer/Collector's Division

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

## Valuation by Classification

VALUATION	FY2018	FY2019	FY2020	FY2021	FY2022
RESIDENTIAL	2,091,939,208	2,211,760,440	2,295,831,540	2,314,669,040	2,477,238,501
OPEN SPACE	0	0	0	0	0
COMMERCIAL	335,105,282	342,787,654	358,803,898	359,720,799	358,896,411
INDUSTRIAL	275,437,940	290,908,445	316,627,605	390,419,470	432,581,490
PERSONAL PROPERTY	91,397,760	95,335,440	102,343,000	103,867,420	110,860,060
<b>TOTAL VALUATION</b>	<b>2,793,880,190</b>	<b>2,940,791,979</b>	<b>3,073,606,043</b>	<b>3,168,676,729</b>	<b>3,379,576,462</b>
TAX RATE (per thousand)	\$17.39	\$17.15	\$17.25	\$17.12	\$16.49
AVERAGE HOME VALUE	422,078	447,273	461,744	461,432	496,961
AVERAGE TAX BILL	\$7,340	\$7,671	\$7,965	\$7,900	\$8,195

## Top Ten Taxpayers in Fiscal Year 2022

			TOTAL VALUATION	TOTAL TAXES ASSESSED	% of TOTAL
1	RPT NORTHBOROUGH LLC	NORTHBOROUGH CROSSING I – SHOPS WAY	100,961,200	1,666,869	2.99%
2	AVB NORTHBOROUGH INC	AVALON BAY COMMUNITIES	84,736,870	1,399,006	2.51%
3	BCORE HILLSIDE LLC	330 & 350 BARTLETT ST [AMAZON]	68,939,900	1,138,198	2.04%
4	IRON MOUNTAIN INFORMATION MNGMT	171-175 BEARFOOT RD	49,696,620	820,491	1.47%
5	MASSACHUSETTS ELECTRIC	NATIONAL GRID -- 55 BEARFOOT RD	35,906,610	592,818	1.06%
6	TREA ONE BEEMAN RD LLC	1 BEEMAN RD [FEDEX SMARTPOST]	27,838,800	459,619	0.82%
7	G&I IX FORBES WHITNEY LLC	FORBES RD / WHITNEY ST	28,556,300	471,465	0.84%
8	REEP-IND LYMAN MA LLC	55 LYMAN ST [MCKESSON MED-SURGICAL]	24,971,700	412,283	0.74%
9	301 BARTLETT STREET LLC	301 BARTLETT ST [METRIE]	25,208,830	416,198	0.75%
10	WCV 11 FORBES LLC	11 FORBES RD [GENZYME]	22,360,300	369,169	0.66%
TOTAL TOP TEN TAXPAYERS			469,177,130	7,746,116	13.88%
TOTAL FY 2022 VALUATION OF THE TOWN			3,379,576,462		





# Town Clerk & Election Registration

Andrew T. Dowd, *Town Clerk*

Often considered the core of local government, the Town Clerk's Office serves as the central information point for residents and citizens at large. Our office is responsible for maintaining and preserving the town's vital records. The office also issues various licenses and permits such as business certificates, raffle/bazaar permits, and dog licenses. The office of the Town Clerk also issues birth, death, and marriage certificates as well as accepting marriage intentions from couples wishing to be married. The Town Clerk also serves as a Justice of the Peace. Both the Town Clerk and Assistant Town Clerk serve as Notary Public.

Our office posts all meeting notices, agendas, and minutes directly to the town's website. Additionally, a calendar on the homepage of the website listing all meetings and other important dates is also maintained by the Town Clerk's office. This feature provides an easy way for residents to keep abreast of upcoming meetings. The Town's website provides a wealth of information including the ability for customers to pay online for a variety of services.

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



Mookie

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

To purchase a dog license online, please visit the Town's Website: [www.town.northborough.ma.us](http://www.town.northborough.ma.us) and click "online payments"

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

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

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

The Town Clerk serves as the Chief Election Official and as such is responsible for all Elections; local, state, and federal.

Massachusetts General Law C.51 s.4 requires an annual census be mailed to each residence. Replying to the census assures that you remain on the active voter list and provides documentation of your legal residence.

In 2021 the Town Clerk's office conducted the following elections: May 11th, Annual Town Election

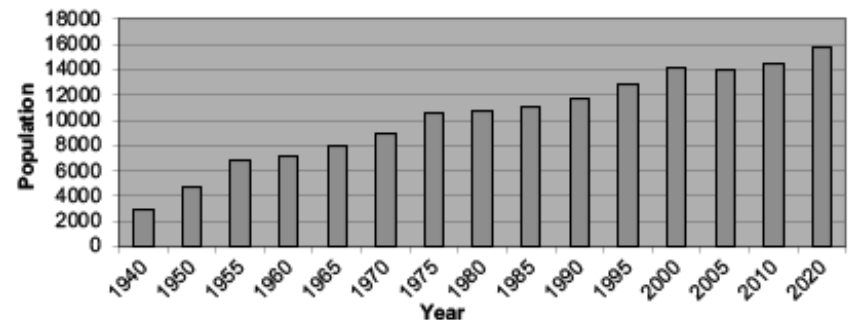
All 4 voting precincts are now located at Melican Middle School 145 Lincoln St.

**Register to Vote online: [www.RegisterToVoteMA.com](http://www.RegisterToVoteMA.com)**

## REGISTERED VOTERS – as of 12/31/2021

PRECINCTS	1	2	3	4	TOTAL
American Independent	2	3	5	1	11
Conservative	0	4	2	3	9
Democrats	712	651	633	601	2,597
Green Rainbow	0	2	1	3	6
Inter 3rd Party	1	2	3	1	7
Libertarian	8	14	6	8	36
MA Independent	2	2	1	1	6
Pirate	0	0	1	0	1
Pizza Party	1	0	0	0	1
Republicans	325	340	344	351	1,360
Socialist	0	0	0	1	1
Unenrolled	2,012	1,835	1,922	1,978	7,744
United Independent Party	4	9	5	3	21
Working Families	0	1	0	0	1
<b>TOTALS</b>	<b>3,067</b>	<b>2,863</b>	<b>2,923</b>	<b>2,951</b>	<b>11,804</b>

## GROWTH TRENDS



## VITAL STATISTICS – for 2021

Births - 133 Deaths - 116 Marriages - 68\*

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





# Planning Department

**Kathryn A. Joubert, Town Planner**  
**Mia McDonald, Conservation Agent**

## Planning Board

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

The updating of the Northborough Master Plan was completed in 2020 and the implementation of the recommendations began in 2021 with the appointment of the Implementation Committee. The consulting firm of VHB, Inc. was hired to continue working with the community and the thirteen-member Master Plan Implementation Committee (MPIC).

The Planning Board meets twice a month to review development applications, update zoning bylaws and subdivision rules & regulations, and discuss long-term planning goals. In 2021, applications before the board included: approval of a common driveway to service five house lots; a denial of an industrial subdivision on Bartlett Street; a denial of a site plan and special permit on Bartlett Street; a denial of a site plan on Whitney Street; approval of site plans on Lyman Street and West Main Street; approval of a special permit for a two-family dwelling unit on Hudson Street; and three residential lot plans resulting in the creation of five lots and the consolidation of four lots into two lots.

The Planning Board and the Town Planner belong to the Central Massachusetts Regional Planning Commission (CMRPC), the Massachusetts Chapter of the American Planning Association (APA), and the Massachusetts Association of Planning Directors Inc. (MAPD). The Chairperson serves on the CMRPC Executive Board.

The Town Planner serves as staff to the Planning Board, Zoning Board of Appeals, Community Preservation Committee, Design Review Committee, and Housing Partnership. The Conservation Agent serves as staff to the Conservation Commission, Open Space Committee, and Trails Committee.

## Zoning Board of Appeals

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

Fifteen applications were filed in 2021. These applications include variances, special permits, and site plan approvals. Six special permits including special permits with site plan approval seven variances were reviewed and approved by the Board.

## Conservation Commission

The Conservation Commission is a seven-member board appointed by the Board of Selectmen. The Commission serves to protect conservation land and wetland resource areas such as streams, swamps, rivers, and ponds within the Town of Northborough. The Commission administers permits through the Massachusetts Wetlands Protection Act and the Northborough Wetlands Bylaw. The Commission successfully issued 41 permits in 2021. The Commission worked with the Town Engineer to adopt a new local Stormwater Bylaw and supporting regulations and became the regulatory stormwater authority for the Town, keeping the Town in compliance with the new EPA requirements. The Commission also successfully completed vegetative management on Bartlett Pond and initiated the revitalization of Watson Park with trail maintenance, trash removal, volunteer-led restoration and expansion of the pollinator garden and a partnership with the MA Department of Fish & Game Fishing and Boating Access to re-pave the access drive and parking loop in spring 2022.

## Open Space Committee

The Open Space Committee effectively fulfills the Conservation Commission's obligation to coordinate the protection and acquisition of open space parcels for both active and passive recreation; to explore alternate funding sources for the purchase of these parcels; and to educate and inform the public of the benefits of preserving open space. Despite interruptions due to the global pandemic, the Committee completed the update to the Northborough Open Space and Recreation Plan. Committee members continue to identify key parcels to protect, either by acquisition or various conservation easements. Outreach and education to landowners and abutters about the benefits of conservation easements and other protection tools continues to be a high priority for the Committee. The Committee gratefully welcomed two new members in 2021: Michelle Gillespie of the Planning Board and William Pierce.

## Housing Partnership

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

## Design Review Committee

The Design Review Committee works with applicants and architects to review building design and landscaping for properties located in the commercial and industrial zoning districts. Two-family dwelling units are also reviewed by the Committee. The purpose of design review is to promote architectural and ecological considerations for the betterment of the community.

## Community Preservation Committee

The Community Preservation Committee oversees the implementation of the Community Preservation Act (CPA) and makes recommendations at each year's Town Meeting for the allocation of CPA revenue. At the 2021 Annual Town Meeting, \$1,011,830.00 was allocated to seven projects pertaining to historic preservation, affordable housing, and open space/recreation.



# OCTOBER 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31 Halloween	SEPTEMBER 2022 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	NOVEMBER 2022 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			1
2	3	4 Yom Kippur Begins	5	6	7	8
9	10 Indigenous People's Day	11	12	13	14	15
16	17	18	19	20	21	22
23	24 Diwali	25	26	27	28	29





Fred Litchfield, P.E., Town Engineer

Before reporting on the events of 2021, I would like to wish my longtime friend and co-worker, Town Planner, Kathy Joubert, a long, happy, and healthy retirement. I had the pleasure of working with Kathy for the past 23 of her 35 years of service to the Town of Northborough and that time could not have been any more enjoyable. Kathy was the consummate professional and the Town benefitted immensely from her vast experience as the Town Planner. She will be greatly missed, and I wish her well on her journey through the next phase of her life, wherever that may bring her.

The Engineering Department provides staff support and reviews all projects that are submitted to the Earthwork Board, Planning Board, Zoning Board of Appeals, and the Groundwater Advisory Committee. The Town Engineer normally works closely with the Recycling Committee but this year some recycling events were cancelled due to Covid-19 concerns. The Town Engineer administers all aspects of the Solid Waste Program.

### Construction Projects

The Engineering Department monitored several commercial construction and residential subdivision projects that were issued permits from the boards or committees listed above to ensure that they are being constructed in accordance with the approved plans and permits. The Engineering Department also worked closely with the Public Works Department issuing road opening permits for various utility and construction projects.

### Earthwork Board

The mission of the Earthwork Board is to prevent soil stripping and the generation of unsafe and unsightly conditions in Town. In 2021, the Earthwork Board met four (4) times, held five (5) public hearings, and issued five (5)

new permits. Less meetings were held this year due to Covid-19 concerns however meetings were held remotely as allowed by Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18.

### Groundwater Advisory Committee

The Town Engineer provides technical support to the Groundwater Advisory Committee which reviews all projects located within each of the known aquifers of the town and makes recommendations to the Zoning Board of Appeals and the Planning Board. The purpose of this Committee is to protect, preserve and maintain the existing and potential groundwater supply and groundwater recharge areas, to preserve and protect present and potential sources of water supply and to conserve the natural resources of the town. In 2021 the Groundwater Advisory Committee met six (6) times and made recommendations regarding ten (10) projects.

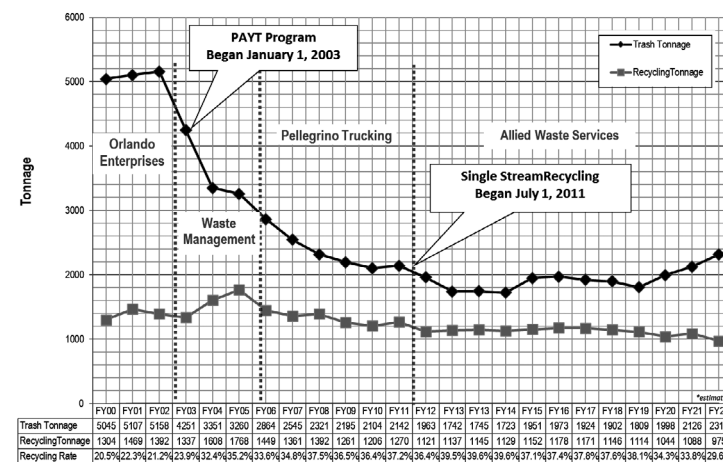
### Mass DOT Projects

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

### Collection of Solid Waste and Recycling

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

Solid Waste Enterprise Fund  
FY00 - FY22 Trash & Recycling Comparison Chart



recycling costs. Many questions about which items are recyclable and which you may think should be recyclable but are not, can be answered by visiting Mass DEP's website "RecycleSmartMA.org"

The annual swap event TAKE IT OR LEAVE IT DAY was not held this year due to Covid-19 concerns and Governor Baker's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place. We were able to hold the annual Household Hazardous Waste Day as contact during this event is limited as residents are encouraged to stay in their cars. Household Hazardous Waste Day was very successful with more than 240 boxes of hazardous chemicals being collected along with metal items and Styrofoam being collected by the Northborough Junior Women's Club. We are hopeful both of those events will be held in 2022 but no decision has been made yet for either of these events.

The Engineering Department accepts button cell batteries, rechargeable batteries, mercurial thermometers, and thermostats which are all unacceptable items for the waste stream due to their mercury content. Fluorescent light tubes and compact fluorescent light bulbs which also contain small amounts of mercury, can be brought to Rocky's Ace hardware at 261 West Main Street.

For questions concerning trash collection or recycling, please visit the Town website at [www.town.northborough.ma.us](http://www.town.northborough.ma.us).



# NOVEMBER 2022

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# Police Department

**William Lyver, Chief of Police**

Police reform legislation has been front and center of our working days as we try to keep up with artificial deadlines and expectations established by the legislature. Most of the mandated data we were under arbitrary timelines to submit was accomplished only to be submitted to unmonitored email addresses. To date there are only two full-time employees of the POST-C (Peace Officer Standards and Training Commission).

The targeting and ambush murders of officers around the country continues to increase. According to a report, “ambush-style attacks on cops are up 103% from 2020, according to FOX 4.” Over the past year, there have been 75 ambush attacks on officers nationwide. Of those attacks, 93 officers were shot and 21 were killed. Add to this the stress of having to deal face-to face with COVID-19 positive individuals during custody and enforcement actions which are often confrontational, police reforms set by legislators that have never walked a day in an officers shoes, and it’s easy to understand that as this report is written we are advertising for an open position and after two weeks have received *three* resumes! Five years ago, it would have been three hundred!

While different parts of the country have responded violently towards the police, I wish to thank Northborough for the wonderful support we have been shown over the past year. It means a great deal to us and it is the reason why we continue to dedicate ourselves to continuing a proud tradition of excellence, dedication, professionalism, and service to our community. Our officers take an oath of office as a solemn pledge. We pledge to continue to focus on our guiding principle of providing exceptional public service with integrity, compassion, professionalism, and respect for all persons we interact with.

As of December 31, 2021, the Northborough Police Department is staffed as shown:

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

## Calls for Service

2021 saw a decrease in COVID-19 cases and an easing of restrictions such as mask mandates and social distancing. In essence we were open for business again. During 2021 Northborough Police provided 15,956 requests for police service, an 81% increase over 2020. We responded with and assisted the Northborough Fire Department with 856 medical emergencies/ambulance calls.

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

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

Alphabetically, the significant activity conducted by our officers were:

Alarms (burglar, fire, panic, hold-up, etc.)	461
Ambulance calls	856
Assist Fire Department	348
Bank/business checks	858
Breaking and Entering	12
Family Offenses/Domestic Violence	77
Homicide	0
House checks	453
Larceny	61

Motor vehicle accidents	332
Operating under the Influence arrests	24
Suspicious persons/vehicles	467
Traffic citations issued (All warnings, civil etc.)	3,000
Verbal traffic warning	1,384

The following programs and services continued during 2021:

- “RUOK” Program (which stands for “Are You Okay?”) At-risk members of our senior community receive a well-being telephone call every morning from the Police Department.
- Child Car Seat Installations: We strongly encourage parents (and grandparents!) to use this important and valuable free service.
- A.L.I.C.E drills. In partnership with the school superintendent’s office we provide training and guidance in school emergency response to intruders and other threats
- Provide similar safety planning and training with businesses and houses of worship
- DARE Program

As I reported in 2020, we are still dealing with the ongoing opioid crisis. 2021 saw a slight decrease in the number of opioid overdoses as well as a decrease in fatal overdoses for the first time in several years! All patrol vehicles are equipped with naloxone hydrochloride or “NARCAN” to counteract the drug’s effects during an overdose crisis. In addition to carrying Naloxone, all department patrol vehicles are equipped with Automated External Defibrillators and extensive emergency equipment to better protect our community.

As I say every year, this is your Police Department. As shown above, the majority of our time, effort and services are geared towards crime prevention and the safety of our residents. Please contact us if we can be of assistance to you. We maintain a network of contacts in the social service fields, and we will strive to either help you or direct you to aid. We are available to speak to school, civic and related groups. Having been raised and educated in Northborough, I know firsthand what a wonderful and desirable community it is in which to live, work and enjoy life. The men and women of the Northborough Police Department will strive to help our residents maintain and enjoy the highest quality of life possible.



# DECEMBER 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>NOVEMBER 2022</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>JANUARY 2023</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31			1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18 Hanukkah Begins	19	20	21 Winter Solstice	22	23	24
25 Christmas Day	26	27	28	29	30	31





# Fire Department

David Parenti, *Fire Chief*

## Operations

In 2021, NFD responded to 2,375 incidents, this reflects over a ten percent increase in calls over the last five years.

Of these, 1,502 were classified as emergency medical responses, 425 were classified as fire responses, 134 were classified as motor vehicle accidents, and 2 search and rescue. The remaining 312 were classified as hazardous materials, service call-other, and details.

We responded to 205 incidents that were classified as suspected or confirmed Covid-19 incidents. Personnel transported 1,315 patients for a total of 9,646 patient loaded miles (scene to the hospital), 883 at the advanced life support level and 670 at the basic life support level. We initiated 627 IV's and responded to 50 overdoses.

The department responded to 19 building fires (including mutual aid responses) and averaged 197 calls a month with a high of 238 and a low of 148.

Firefighters participated 1,613 hours of training. This does not include hours spent at the Massachusetts Fire Academy for recruit members. Training topics range from open meeting law to live burn training.

We had seven firefighter injuries, with one injury resulting in lost time.

## Alarm Type

Detail	48
Emergency medical	1502
Fire	425
Hazardous condition/Hazardous Materials	89
Motor Vehicle Accident	134
Rescue/Search	2
Service Call/Other	177

## Fire Prevention

In 2021, the department issued 1,155 permits. These permits encompassed everything from fire permits to tank removal. We conducted 1,067 inspections and identified 246 violations.

The department conducted 59 public safety/education events and interacted with 1,355 citizens.

## Top Ten Permits Types Issues

PERMIT TYPE	COUNT
Burning Permit	450
26F	249
Hazardous Materials Storage Permit	84
Oil Burner Installation	52
Above Ground Storage Tank Removal (ALL)	45
LP Residential	37
Oil Tank Installation	35
LP Commercial	28
Fire Alarm Alteration	26
AGST Removal & Install	24

## Know the Sounds

What do the sounds mean? Is there a beep or a chirp coming out of your smoke or carbon monoxide alarm? Knowing the difference can save you, your home, and your family.

- A continuous set of three loud beeps-beep, beep, beep-means smoke or fire. Get out, call 9-1-1, and stay out.
- A single chirp every 30 or 60 seconds means the battery is low and must be changed.
- All smoke alarms must be replaced after 10 years.
- Chirping that continues after the battery has been replaced means the alarm is at the end of its life and the unit must be replaced.
- Make sure your smoke and CO alarms meet the needs of all your family members, including those with sensory or physical disabilities.



## Violations

VIOLATION	COUNT
Add/Repair emergency evacuation lights	27
Smoke detectors	23
Remove storage from specific area as indicated	14
OTHER as specified.	12
Annual service	10
Carbon Monoxide Detectors	8
Patch, seal holes in walls, ceiling	7
House Numbers Required	7
Maintain 18" clearance from sprinkler system	7
Remove and properly dispose of combustible material	6



# JANUARY 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
1 New Year's Day	2	3	4	5	6	7																																																																																				
8	9 Martin Luther King Jr. Day	10	11	12	13	14																																																																																				
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# Building Department

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

The Building Department is charged with enforcing the Massachusetts Building, Mechanical, Wiring, Gas, and Plumbing Codes, as well as the requirements of the Massachusetts Architectural Access Board. This ensures that the citizens of Northborough are afforded safe and reliable structures to live and work in. We are also responsible for enforcing the Northborough Zoning Bylaws so that everyone can live in harmony with the desires of the community. Continually working with individual homeowners and contractors, the department is always looking for ways to improve communication and simplify the permitting process.

The Covid 19 pandemic continued to have a dramatic effect on operations during 2021. The building industry underwent several changes; supply chain issues, rising prices, labor shortages, and other Covid related items contributed to fears of instability. Additionally, Covid had an effect on previously scheduled upgrades in technology, Building Code updates, and the ability to meet in person. Despite all this, the overall permit count and resultant income from permit fees were far ahead compared to previous years. Please refer to the building Department website for changes to our services as we continue to navigate our way through the Covid pandemic.

We strive for superior customer experiences for all your building and zoning needs. We continue to use our electronic permitting system, ViewPoint; and we are striving to make it more user friendly every day. In 2022, we hope to upgrade to the ViewPoint cloud based permitting software system which will allow greater flexibility to our customers and improve operations in the office. The Town's building website was recently updated to reflect current code requirements

and departmental policies, and continues to provide information to architects, contractors, and homeowners alike.

The Building Department experienced an unusually high amount of construction permit applications, both commercial and residential, reflecting ongoing economic vitality in the area. The approximate total value of permitted work (building and mechanical only) in Northborough during 2021 was \$63,939,975.39 which is a substantial increase over previous years. After polling several contractors in the area, the general consensus is that calendar year 2022 will continue this trend.

The Massachusetts State Building Code update to the 10th Edition was stalled due to the Covid 19 pandemic, and is estimated to upgrade sometime in calendar year 2022. With it comes Northborough's commitment to the best use

of our natural resources. These new regulations will provide for the safest and most energy efficient new and renovated buildings in our history.

For any questions or concerns regarding construction, zoning, code enforcement, or inspections please contact the Building Department during business hours at 508-393-5010 or by sending an email via the links located on the departments webpage located on the Town's website at [www.town.northborough.ma.us](http://www.town.northborough.ma.us). Please provide 24 hour notice when scheduling inspections for Building, Wiring, Plumbing and Gas. As a reminder, in the State of Massachusetts, only a licensed plumber/ gas fitter can apply for and perform work relating to plumbing and gas. If you are hiring a contractor to perform work on your home or business it is advisable to check references, licenses, and insurance before signing a contract.

Total Building/Mechanical Permit Fees	\$ 514,719.93	(927 permits)
Total Certificate of Inspection Fees	\$ 3,655.00	
Plumbing Revenue	\$ 22,880.00	(424 permits)
Gas Revenue	\$ 10,620.00	(339 permits)
Wiring Revenue	\$ 27,030.30	(618 permits)
<b>COMBINED TOTAL 2021</b>	<b>\$ 578,905.23</b>	<b>(2308 permits)</b>

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

DESCRIPTION	2015	2016	2017	2018	2019	2020	2021
Single Family Houses	11	7	15	11	6	8	10
Attached Single Family	6	8	2	0	0	0	0
Residential Addition/Alteration/Repairs	134	190	177	212	190	182	217
Non Residential: New Construction	6	7	2	8	8	0	4
Non Residential: Add/Alt/Repairs	52	60	49	45	50	51	47
Roofing/Siding/Windows	239	154	169	190	163	147	188
Garages	5	2	2	3	4	1	3
Sheds/Barns	7	8	8	9	6	7	3
Decks/Porches/Gazebos	21	37	40	32	53	45	37
Swimming Pools	8	11	9	9	12	11	13
Stoves	14	22	18	25	14	11	15
Signs/Awnings	57	65	46	61	46	32	39
Demolitions	10	21	11	27	8	11	5
Tents/Trailers	6	4	9	9	12	6	7
Foundations	5	2	2	1	2	1	0
Mixed Use/Change in Use	1	0	1	2	1	0	0
Wireless Comm. Facility	11	3	5	5	1	5	1
Solar Panels	106	63	46	63	56	53	41
Insulation	25	35	21	47	123	79	123
Retaining Walls/Other	4	2	2	3	2	2	9
<b>TOTALS</b>	<b>728</b>	<b>701</b>	<b>634</b>	<b>762</b>	<b>757</b>	<b>651</b>	<b>764</b>



# FEBRUARY 2023

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**Kristin Black, Ph.D., M.S., Health Agent**

The Health Department's mission is to preserve and to protect public health in the community, by preventing disease and assuring safety and environmental quality. The COVID-19 pandemic presented new challenges and opportunities to support public health in our community. Several new partnerships formed in 2021 to address the needs of the pandemic and secure over \$460,000 in grant funds.

Vaccine clinics were a major focus for the Health Department in 2021. The first COVID-19 vaccine clinic in town was held on February 5th at the Northborough Senior Center in partnership with the Northborough Fire Department.

To maintain access to the limited state-supply of COVID-19 vaccine, Northborough partnered with Ashland, Boylston, Holliston, Hopkinton, Southborough, and Westborough to hold regional vaccine clinics at the DoubleTree Hotel in Westborough between April 14th and June 22nd. In the fall and winter of 2021, additional COVID-19 clinics were held at both schools and town buildings to provide both primary series and booster doses to residents aged 5 years and older. Over 21,000 doses of COVID-19 vaccine were administered in 2021 under the Health Department's vaccination program. These clinics were supported by local Fire Departments and Medical Reserve Corps and other community members who volunteered over 1,250 hours of their time.

In July of 2021, the Towns of Boylston, Northborough, Southborough, and Westborough, formed a new shared public health services collaborative called the Greater Boroughs Partnership for Health (GBPH). This new collaborative provides expanded public health nursing and inspectional services and is supported by a three-year Public Health Excellence Grant from the Massachusetts

Department of Public Health in the amount of \$300,000 annually. An additional two-year federal grant in the amount of \$160,000 annually was awarded to GBPH for local health support for COVID-19 case investigation and contact tracing. Northborough serves as the host or lead municipality for these two grants.

The Health Department continues to contract with Salmon VNA & Hospice for public health nursing services including disease investigations and annual flu clinics. The Health Department offered its first drive-through flu clinic at Algonquin Regional High School on October 16th vaccinating 344 individuals aged 18 months and older. A smaller clinic was held at the Senior Center where 97 flu shots were administered.

Permits/Licenses/Grants and fees collected and deposited with the Town Treasurer for the 2021 calendar year amount to \$80,563.74 (not inclusive of grant funds).

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2021 calendar year:

Food Establishment Permits	102
Temporary Food Permits	12
Soil Tests	35
Disposal Works Permits	32
Septic Single Component Repair Permits	33
Septage Haulers	14
Septic Installers	28
Semi Public Swimming Pool Permits	3
Horse Stable Permits	9
Camp Permits	3
Tobacco Permits	12
Motel Licenses	2
Funeral Director	1
Well Permits	8
Title 5 Records	125

The Health Department, through its contract with the Salmon VNA, also investigated the following communicable diseases, conducted 2 flu clinics in 2021.	
Babesiosis	1
Borrelia	1
Campylobacter	2
Giardiasis	5
Group B Streptococcus	2
Hepatitis B	3
Hepatitis C	3
Human Granulocytic Anaplasmosis	4
Influenza	21
Salmonella	2
Varicella	1
Viral Meningitis	1
Viral Hemorrhagic Fevers	1
Lyme Disease	25
Confirmed COVID-19	1407
Probable COVID-19	119



**Public Health**  
Prevent. Promote. Protect.





# MARCH 2023

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5	6	7 Holi Eve Begins	8	9	10	11
12 Daylight Savings Time Begins	13	14	15	16	17	18
19	20 Vernal Equinox	21	22 Ramadan Begins	23	24	25
26	27	28	29	30	31	





# Public Works Department

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

2021 was a year focused on our emergence from an unprecedented State of Emergency. Our field and office staff adjusted to delivering critical services during what many refer to as the “new normal,” which was anything but normal. Our dedication to meeting the needs of the community allowed us to support the return of many town events that I believe we all now appreciate a little more than before.

The Northborough Department of Public Works (DPW) encompasses multi-disciplinary Divisions including Administration, Water, Wastewater, Highway, Parks, Trees and Cemetery. The Department provides the essentials of daily living to all the residents and businesses of Northborough including: the distribution of safe, clean drinking water; collection and disposal of the Town’s wastewater; providing motorists and pedestrians with a safe and reliable roadway and sidewalk network; and the general maintenance and care of the Town’s public buildings, parks, monuments, shade trees and cemeteries.

The Town was awarded a \$59,609 State grant to provide crosswalk safety improvements at our Assabet Park, Memorial Field, and Ellsworth/McAfee recreational facilities.



*Typical Pedestrian Activated Crosswalk Warning Lights*

Our Highway Division includes not only Highway, but also the Cemetery, Parks, and Tree Divisions. These teams of individuals provided regular maintenance operations at the cemeteries located on Howard Street in addition to laying out plots and preparing plots for burials. The Tree Division continued its efforts to trim and remove decaying and dead trees within the Town’s right-of-way. The Highway Division repaired or replaced numerous structures including catch basins, manholes, culverts, headwalls, and curbing throughout Town.

The Public Works Administration Office is responsible for permit issuance for all work located within the public right of way. 2021 included issuance of the following:

**13** Sewer Connection Permits  
**18** Water Service Permits  
**32** Trench Permits  
**67** Road Opening Permits  
**14** Drainlayer Authorizations

The Department faced an average winter snowfall in the 2020/21 season, which included a total snowfall depth in Northborough of 59.5 inches over 13 individual weather events. There were numerous instances of icing conditions which required application of approximately 4,300 tons of salt.

Pavement management efforts for 2021 consisted of a variety of pavement treatments including, shim and overlay, mill and overlay, and crack filling. Implementing a well-rounded approach to the maintenance of our roadway infrastructure provides the community with the most efficient use of allocated funds. This tactic extends the useful life of road surfaces through maintenance operations. 2021 work efforts included improvements to approximately 8.7 miles or 10.8% of our Town roadways which maintained our roadway rating in the mid-seventies, 73.5.

Three failed culverts were replaced in 2021 at a total cost of \$385,000. They are located on Davis Avenue, Lyman Street, and Ridge Road.

The Water and Sewer Division continued to provide safe and reliable utilities to our Northborough customers. Construction of the operations facility expansion project broke ground last year and is now substantially complete. The students of Assabet Valley Regional Technical High School are now working on the interior fit-out and expect to be complete during their 2022 spring semester.

Fiscal Year 2021 continued the sewer enterprise fund’s annual systematic pump station improvement budget item. This allows the Department to take an incremental approach to pump station upgrades in-lieu of complete and costly reconstruction. The Wesson Terrace Pump Station had its first backup generator and transfer switch installed and commissioned.

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




*Existing  
Ridge Road  
Culvert*



*Completed  
Ridge Road  
Culvert*



# APRIL 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	<b>MARCH 2023</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>MAY 2023</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31				1
2	3	4	5	6 Passover Begins	7 Good Friday	8
9 Easter	10	11	12	13	14	15
16	17 Patriot's Day	18	19	20	21	22
23	24	25	26	27	28	29
	Annual Town Meeting – ARHS Auditorium – 6:00 p.m. 					





# Council on Aging/ Senior Center

**Eileen Bogle**, *Interim Director*

The Northborough Senior Center located at 119 Bearfoot Road serves as the hub for all aspects of healthy aging for Northborough residents and their families. Our aim is to enrich and enhance the lives of older adults in the community through critical services including outreach a vital source of information and connection to community wide resources; the Bistro @119 restaurant; educational programs; recreation and socialization opportunities as well as holistic fitness and wellness programs.

The 2020 Annual Report introduced the 5-year Strategic Plan. Recognizing that a significant amount of work went into the development of this robust plan, it is noted that the plan was developed pre-covid. In the context of covid's ongoing impact, the project team will re-engage in 2022 to re-assess the established goals

Programs that connected with participants virtually was a priority in 2021. This was even more evident as essential outreach services were a consistent priority. All residents over 60 years of age were contacted multiple times, which allowed us to work in partnership with everyone we reached to address their needs including access to food, transport to medical appointments and pharmacy pick-up. Sometimes, we simply engaged in friendly conversation. Families living outside of town relied on our outreach worker to keep an eye on loved ones. 2021 was a continuation of the new normal – to meet up outside to help individuals and families with applications for services and programs. In addition, our outreach worker collaborated with the Northborough Family and Youth Services Director to ensure that an up-to-date resource guide for residents is available in hard copy and online.

As staff, volunteers, instructors and participants welcomed the transition of classes and programs to virtual platforms wherever possible, 2021 was equally notable for our review

and adjustments to ensure success. Creative strategies emerged to support and enhance the virtual connections. New programs, the Senior2Senior Pen Pal program, the IPAD loan program, restorative yoga, music therapy and nature classes were introduced. And as the weather improved several classes moved from virtual to outside the Center. In the fall of 2021, a number of programs and classes returned to in-person at the Center while many programs continue as virtual as that best suits everyone involved.

These initiatives reflect the dedication of staff, volunteers, and the leadership of the Council on Aging along with the important support and fundraising efforts of the Friends of the Senior Center on our behalf.



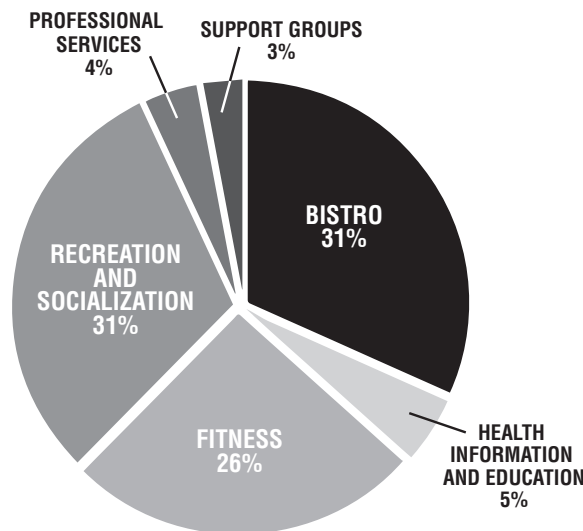
Planning for the re-opening of the Bistro followed strict safety protocols, assessment for demand and the viability of curb side pickup in addition to in-person seating. When the Bistro re-opened in May, physical distancing, and other safety measures were well in place. In 2021, the Bistro successfully celebrated Lobster Fest, National Ice Cream Day, Apple Fest, Veterans Day and the winter holidays. A tribute to the talented staff and dedicated volunteers, the Bistro is open to the public at large, and has proven once again to be a most popular destination

Transportation resumed in June 2020. In 2021, through the town's contract with the Worcester Regional Transit Authority, our skilled drivers provided 3946 trips focusing primarily on medical appointments, grocery shopping and trips to the Senior Center.

The volunteer program, always the operations heart of the Senior Center, continues to undergo review and discussion to ensure relevance and adherence to safety protocols for all involved. It is noted that in 2021, volunteer hours equaled one full time equivalent position for the Center.

2021 was a year of transitions and creativity. It was exciting to welcome back so many people to the Center either in person or virtually. With our monthly newsletter and improving use of social media we will continue to inform Northborough residents of what happens both within and outside our walls. We look forward to working with you to create new opportunities to connect.

**PROGRAM PARTICIPATION**







# Northborough Free Library

**Jennifer Bruneau, Director**

**Website:** [www.northboroughlibrary.org](http://www.northboroughlibrary.org)  
**Phone:** (508) 393-5025  
**Fax:** (508) 393-5027  
**Email:** [library@town.northborough.ma.us](mailto:library@town.northborough.ma.us)

## Mission

The library strengthens the community by empowering, informing, and inspiring Northborough residents.

## Core Services

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

## Achievements

- **Programs and Events:** Through the year, the library hosted 417 in-person events and 357 virtual events. A total of 13,200 people attended these programs. There were an additional 40 prerecorded programs uploaded to our social media, with 2,646 views within the first week of uploading.

- **Job Seekers:** The Massachusetts Board of Library Commissioners awarded the library a \$6,200 Institute of Library Services Grant for our Northborough Job Seekers program. The money will go towards a speaker series on job search topics, a career advancement database, and a collection of materials on job and career topics.
- **Hotspot Lending:** Through a combination of municipal and grant funding, the library now has 17 wifi hotspots available for loan. The equipment, which has gone out 76 times, has helped ease connectivity issues for residents throughout the pandemic. Hotspots from the library helped to stream local high school sporting events for spectators, brought sufficient connectivity to students taking college courses, and allowed residents to participate in virtual job interviews.
- **Children's Grant:** TJXX awarded the library \$2,500 for programming and materials related to health and wellness. The program series is designed for children and their families, and covers topics such as implicit bias, body positivity, accepting and celebrating diversity, and personal safety education.
- **Library on the Go:** Volunteers in this program continue to provide home delivery of library materials by request to Northborough residents who are physically unable to travel to the library, or those who are isolating due to illness or close contact exposure.

## Apps to Know



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



**Libby:** access ebooks, audiobooks, video, and magazines in the Overdrive collection.

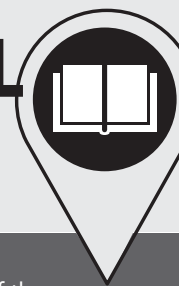


**Kanopy:** Watch thousands of documentaries, films, Great Courses, and classic movies.



**Hoopla:** Instant access to thousands of audio-books, TV, movies, music, and ebooks.

# STATISTICAL SNAPSHOT



Even with altered services for half the year, the library was a busy place in 2021.

## HOLDINGS

Adult Materials: 43,284  
 Teen Materials: 7,028  
 Children's Materials: 26,845  
 Ebooks: 126,288  
 Electronic audio and video: 36,347

237,792

## CHECK OUTS

Physical Materials: 86,307  
 EBooks: 26,009  
 E-audio and video: 9,044  
**Approx. value of items circulated:**  
 \$1,741,251

122,366

## DATABASE USAGE

17,626 people used our collection of over 60 electronic databases, including:  
 Ancestry Library Edition  
 Rosetta Stone  
 Value Line Library Edition  
 Consumer Reports

17,526

## PROGRAMS AND EVENTS

Total program attendance: 13,200, including:  
 8,048 attendees at 417 in-person events  
 5,152 attendees at 357 virtual events  
 2,646 viewers enjoyed 40 pre-recorded events

13,200

## REGISTERED BORROWERS

12,807 patrons have an active Northborough Free Library card, including 9,954 Northborough residents. That's almost 70% of the total town population!

12,807





# Recreation Department

Allison Lane, *Director*

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

The Recreation Department offers over three hundred programs in Town, at locations including the Rec Center, the Town Hall Gymnasium, and Northborough schools. Preschool programs for kids ages 6 months – 5 years old, grade school programs, middle school and high school programs are run throughout the year. Adult programs are held in the gym in the evenings.

Residents are invited to apply yearly in the Fall for a plot in our Community Gardens on Valentine Road. The Community Gardens were built in 2011 and have grown in popularity since. In 2020 we added 10 more gardens through a grant and the hard work of Eagle Scout, Colin Wing. All 40 gardens were rented for the 2021 season.

The Recreation Department offers a variety of half-day and full-day summer programs for children. The Recreation Summer Program is held at Lincoln Street School for grades Pre-K-8 and runs Monday-Friday, 8am-5pm for 7 weeks out of the summer. On average, twenty-five to thirty staff are hired yearly for our summer programs. The Recreation Summer Program is the largest source of revenue for the Recreation Department.

As you are all aware the year 2020 was a bit different than usual. COVID 19 greatly impacted the Recreation Dept. The Recreation Dept. reopened in November of 2020. We were able to run a smaller version of Summer Camp for 2021 for 8 weeks. We also held other outdoor spring and summer



*Proposed Community Preservation Committee pickle ball courts at Ellsworth McAfee Park*

programs for the kids. Our numbers were much smaller due to covid restrictions.

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

Pavilion at Ellsworth-McAfee Park.

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



# MAY 2023

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# Family & Youth Services Department

**June David-Fors, MSW, LICSW, Director** **Ayako Reich, MSW, LICSW, Counselor** **Doreen Genna, MEd, MBA, Office Assistant** **Abdulateef Aljarboua, Ph.D., Graduate Intern**

Throughout 2021 I often found myself reflecting on the heart of our mission – to identify and develop services to support residents, based on current needs and in collaboration with others. This year our partnerships have never been as crucial due to the impact of COVID-19 on every aspect of people’s lives.

In fact, many of our accomplishments are the result of the partnerships we have built. This includes our participation in new initiatives designed to meet current needs of residents.

We have also had several other accomplishments; however, in this report I will center on our four major achievements.

In 2021, we helped residents through the services below. For a full list of our programs please visit our website.

## MENTAL HEALTH

- INTERFACE Referrals
- Graduate Internships
- Crisis Intervention
- Child & Family Therapy
- Parent Consultation

## BASIC LIFE NEEDS

- Helping Hands
- SMOC Fuel Assistance
- Backpack Program
- Special Benevolent Fund
- SNAP & Food Pantry

## PARTNERSHIPS

- MassCALL3
- Northboro Public Schools
- No-So SAPC
- Northboro Trinity Church
- No. Ext. Day Programs

## REFERRALS

As the Town’s centralized source of social services, we provided over 1,200 referrals and linkage to local, state & federal benefits & resources.

This year we had a substantial increase in the utilization of certain services due to COVID-19. More residents turned to us for help with basic needs, case management services, resources, and referral information.

On July 1, 2020, a major accomplishment was realized when the Director facilitated a contract between the Town and William James College’s INTERFACE Referral Service – a free, confidential service that connects residents and public-school students to mental health providers on average, in two weeks of their call. This is a major success as pre-pandemic prevalence of mental health issues was already stretched.

This is timely as it comes on the heels of The World Health Organization confirming “mental health is now among the foremost public health concerns.” Current data also shows that “depressive symptom prevalence is now 3-fold higher.”

The Center for Disease Control reports “suicide attempts surged by 50% among adolescents ages 12 to 17, especially for young girls.” INTERFACE itself reports “a tsunami of need – 2x the amount of requests for counseling they have ever had in the history of their service.”

This is why we are so pleased to offer INTERFACE to residents. Below is the Activity Report for Northborough:

## NORTHBOROUGH INTERFACE ACTIVITY REPORT

07/01/2020 - 11/30/2020	15 Cases	12 Children/3 Adults
12/01/2020 - 05/31/2021	47 Cases	35 Children/12 Adults

### PRESENTING PROBLEMS

10	Anxiety
9	Depression
4	COVID-19 Concern
2	Self-Injury

### PRESENTING PROBLEMS

22	Anxiety
17	Depression
6	COVID-19 Concern
2	Other

Since 2012 Family & Youth Services has been committed to prevent and reduce underage drinking through membership on local and regional coalitions. Two current initiatives are:

**Northborough-Southborough Substance Abuse Prevention Coalition (NSSAPC)** is comprised of community members from both towns working together to reduce substance abuse and provide information for those needing treatment.

A recent goal of NSSAPC is to secure funding to contract with a consultant to assist us with strategic planning and identifying sources of additional funding.

We recently signed an affiliation agreement with the Town of Hudson to participate in the **Massachusetts Collaborative for Action, Leadership, and Learning (MassCALL3)**. With Hudson as the lead agency, we will also be working with Ashland, Framingham, Marlborough, Natick, Southborough and Westborough. Hudson has led this initiative for a decade and their commitment is evidenced by this grant award for \$125,000 per year, for up to eight years.

On January 19, 2021, we were pleased to hire Doreen Genna as our part-time Office Assistant. Doreen is highly educated and brings years of experience to the Department.

On November 30, 2021, Ayako Reich resigned from her part-time counselor position to pursue a private practice. The staff and clients will truly miss her strong clinical skills and commitment to the Department. We wish her the best.

In June 2021, Abdulateef Aljarboua, our Ph.D. Intern from William James College, completed his placement. We appreciate his care and service provided to residents.

The **Northborough Youth Commission** is a seven-member board appointed by the Select Board to evaluate community needs and advocate for resources for residents.

In closing, I continue to be in awe of those residents who seek assistance. It is a most humbling experience.

I would also like to thank the staff, graduate intern, Youth Commission, and our partnerships for their continued commitment to the mission of the Department.



# JUNE 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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18 Father's Day	19 Juneteenth	20	21 Summer Solstice	22	23	24
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# Veterans' Services

Justin Sousa, District Director

## Mission

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

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

## Benefits

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

### Federal Benefits

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

**Dependency and Indemnity Compensation (DIC)** is a tax free monetary benefit generally payable to a surviving spouse, child, or parent of service members who died while on active duty, active duty for training, or inactive duty training or survivors of Veterans who died from their service-connected disabilities. DIC for parents is an income based benefit.

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

**Survivors Pension\*** is a tax-free monetary benefit payable to a low-income, un-remarried surviving spouse and/or unmarried children of a deceased Veteran with wartime service.

*\*Veterans and survivors who are eligible for Pension benefits and are housebound or require the aid and attendance of another person may be eligible to receive additional monetary amounts.*

### State Benefits

Massachusetts General Law, Chapter 115 provides a uniform program of financial and medical assistance for low-income veterans and their dependents. Qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, and medical care.

Veterans' Bonuses are offered through the Massachusetts' Department of the State Treasurer for those who served during World War II, Korea, Vietnam, Iraq, and Afghanistan.

An annuity in the amount of \$2,000 (payable biannually on August 1st and February 1st in two installments of \$1,000 each) is given in recognition of the service of our distinguished 100% service-connected disabled veterans and to the parents of distinguished veterans (Gold Star Parents) and the non-remarried spouses (Gold Star Wives or Husbands) of distinguished Veterans who gave their lives in the service of their country during wartime.

Additional information on these and other benefits can be found on [www.centralmassvets.org](http://www.centralmassvets.org).

### Benefit Administration

In 2021, the Central Massachusetts Veterans' District administered Massachusetts General Law Chapter 115 benefits totaling \$38,916.76. Benefits are generally reimbursed to municipalities by the Commonwealth at 75%.

## 2021 Overview

The District is served by a full-time Veterans' Services Director and two part-time Veterans' Services Officers. Normally, the staff offers regular office hours in each of the four towns. Veterans residing in the district are free to meet with any of the District's Officers in any location.

Unfortunately, with the current COVID environment, our in-person contacts are limited as much as possible. If any of our town offices are currently closed, please visit your town website or our district website for updates. Current walk-in hours and contact information is available at [www.centralmassvets.org](http://www.centralmassvets.org) or by calling (774) 551-5182. Veterans and their family members seeking information regarding benefits are strongly encouraged to speak with a local Veterans' Services Officer. The District's website, [www.centralmassvets.org](http://www.centralmassvets.org), may be used as a self-help resource for Veterans seeking information regarding benefits.

Payments to public assistance recipients in Northborough under Massachusetts General Law, Chapter 115 fell from \$48,321.42 in 2020 to \$38,916.76 in 2021. This 19-percent decrease was directly driven by the loss of two recipients and our one unemployed veteran happily finding gainful employment.

Most local Veterans and family members seen in our office are seeking information and assistance accessing benefits offered through the Department of Veterans Affairs, to include disability compensation and pensions. As of October 2021, there are 129 Northborough residents collectively receiving \$1,803,432 in annual federal compensation through the VA's disability and pension programs. The demand for assistance in this area has fallen slightly in 2021 as compared to 2020 due to the COVID pandemic.

The district coordinated, hosted, and participated in various events throughout 2021, including various memorial services, benefit education programs, and Memorial and Veterans Day activities. Pictures and information on these events can be found on the Central Massachusetts Veterans' District Facebook page.

*“The Mission of the Central Massachusetts Veterans' District (CMVSD) is to act as the municipal advocate for Veterans residing in Grafton, Northborough, Shrewsbury, and Westborough.”*



# MIS/GIS Department

**David Kane, MIS/GIS Director**

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

The Department played a supporting role during the many COVID vaccine clinics put on by the Town. Boards and Committees continued to meet virtually and the technology landscape continues to shift in response to the pandemic.

Data from the Town's recent aerial photography project is now available on the Town's GIS Map Viewer. Updated planimetric data (features such as wetlands, structures, etc), topographic data and new aerial photography may now be found online.

New wireless networks were deployed throughout Town facilities, providing greater capacity and security for the demands brought on by the pandemic and increasing mobile data requirements. The Town also deployed a new phone system, unifying each facility on one preferred solution.

Currently underway are two studies involving the MIS/GIS Department. The first is a Strategic Technology Plan that will examine the use of technology throughout all aspects of Town government (including administrative, public safety, public works and community services) and make recommendations for staffing levels, budgeting and best practices. Also underway is a cybersecurity assessment that will serve as a tool for aligning policy, business, and technological approaches to managing cybersecurity risk.

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

# Cable Access/ Television Department

**Kathy Dalglish, Director**

The Cable Access Television Department provides local interest content for our viewers on three television channels and YouTube. The Public Access Channel is an open channel for information, education and of course, entertainment for our audience. From church services to helpful information for seniors to fun podcasts on the paranormal, we have content for everyone, produced by and for the people of Northborough. The Education Channel is a channel for exclusive coverage of local school events and information. During this year's Covid crisis, the channel has provided critical coverage of school committee meetings and discussions, guidance presentations related to colleges and course selections, music and theater performances, and of course the highly popular sports coverage and graduation events. The Government Channel is for exclusive coverage of municipal, state and federal content. From meetings and presentations to maintaining an up-to-date informational bulletin board, it is a go-to channel for all things about your local government.

All channels are available for viewing as on-demand or live streaming shows from our pages on the Town's website, as well as our television programming schedule and most of our shows are available on our YouTube channel "Northborough Cable". With well over 80,000 views this year on our YouTube channel alone, the content created by Northborough Cable Access Television is in higher demand than ever before in our history. And now our meetings and informational shows are available as podcasts on all popular listening apps so you can enjoy your favorite community show on your way to work. Support for this content comes from you, our subscribers, via our cable contracts with Verizon and Charter. We are so grateful for your continued support at a time when you have so many options for your television viewing.

As always, we are happy to provide complete television/video production training and equipment for free so that you can create your own show for local viewers. Volunteers are welcome to learn and assist with the production of town and school events. Join us!

## WHERE TO WATCH

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



*Residents can view live and past meetings of any of the various Boards and Committees which are now held in a virtual environment at Northborough Remote Meetings on YouTube*





# Community Affairs Committee

**Suzu Cieslica, Chair**

Creativity and change are two things that the Northborough Community Affairs Committee (CAC) embraced in the Covid pandemic! We continue to modify, improve upon, and add to what we contribute to the town!

In March, in order to help boost our beloved restaurants, the CAC held the first ever Munchie Madness contest. Residents could enter by entering a proof of purchase of food from a local eatery. Winners were awarded gift cards to the Northborough dining establishment of their choice.

In April, we held The Annual Louise Houle Town Clean Up. DPW provided the bags and gloves and picked up the bags, Wegmans, Dunkin, and Chick-Fil-A donated food items, Stratton Way Designs donated water bottles, and we handed out sunflower seeds to residents.

The Annual Summer Concert Series was abbreviated as the weather did not cooperate. We hope to have our usual five shows in 2022 with food vendors too. Bands love the beautiful location and residents love to relax and enjoy the music!

October marked our second year of the Jack-O-Lantern Stroll. Sixty residents brought jack-o-lanterns to the Town Common which were displayed on shelving created by DPW. They were lit for all to enjoy over Halloween weekend. The three top carvers won gift cards to local businesses.

December marked our first lighting of a menorah! Because Hanukkah overlapped with our Annual Tree Lighting Ceremony, we were able to combine the two events together. Northborough Cable did a wonderful job capturing the three choruses, Rabbi, and civic speeches. Northborough House of Pizza donated pizzas and MetroWest Painting provided hot cocoa and cookies. The Fire Department provided bins for a Toys for Tots drive.

We concluded the year with Light Up The Town, a community decorating contest. Fifty participants decorated their homes. Residents were provided a check list and

Google map list of the homes so they could drive around town and enjoy the lights. People voted at our website and three winners received gift baskets full of gift certificates and items donated from Northborough businesses.

During 2022, we met with the Diversity and Inclusion Committee and have started examining every event through a new lens. We look forward to partnering with them and other groups throughout the year. The CAC also continues to drive support for the Northborough Food Pantry with food and money collections. We look forward to continuing our programs during 2022 and expanding upon the fun we bring to town! Thank you again for all of your support!

## Cultural Council Grants

GRANTEE	PROJECT	AMOUNT AWARDED
Bonnie Cochran	Musical Story Times	\$325.00
Edward Harlow	2021 Soular Jazz Festival	\$550.00
Robert Eaton	AVM Concert Season 2020-21	\$500.00
Ruth Harcovitz	HAPPY HOLIDAYS!	\$275.00
Mark Ford	Symphony Pro Musica	
	2020-21 Season	\$480.00
John Porcino	To Life!: Celebrations in Story,	
	Song & Music	\$300.00
Lisa Hayden	By The Ocean: paintings and poems	\$300.00
Jacob Litoff	Applefest Chamber Music Concert	
	with CRS on Cable TV	\$400.00
Catherine Weber	Art on the Trails 2021	\$300.00
Jesse Green	Chainsaws, Cheeseburger and	
	Rock 'n Roll - Live!	\$385.00
Brianne Carter,	Expressive Arts Therapy	\$200.00
LICSW, MTS, OSW-C		
John Root	Attracting Birds, Butterflies, Bees,	
	and Other Beneficials	\$300.00
Liz Dorsey	Open Door Connections	\$270.00
Alana Cyr	Crocodile River~Virtual Concert	
	Through Storytelling	\$1,100.00
Michael McGarty	Theater Collaboration with	
	Algonquin Reg. H.S. Drama	\$250.00
Kathy Horelik	NACC 50th Anniversary	
	Celebration	\$500.00
Megan Kelleher	Light - Cross Cultural Importance	\$400.00
Rondae Drafts	Hip Hop Dance Chair Exercise	
	for Seniors!	\$280.00
<b>Total Awarded for 2021</b>		<b>\$7,115.00</b>



# Cultural Council

**Terry Underwood, Chair**

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

In 2021, NCC awarded 18 grants totaling \$7,115.00. An amazing variety of programming and projects were enjoyed by audiences, including concerts of varying music types, partnered programs with PTO's in local schools, nature based events, literature programs, town-wide events, art and various other cultural events in our community.

A virtual Grantee Reception was held in April to applaud and recognize publicly all of the recipients. It is available on YouTube to watch. NCC and its grantees were honored by the attendance of State Representatives Danielle Gregoire and Meghan Kilcoyne, State Senator James Eldridge, Selectman Julianne Hirsh and Massachusetts Cultural Council District Program Manager, Luis Edgardo Cotto.

This year the NCC had a table at AppleFest on Blake Street to meet and greet people, that included a henna artist. We were able to talk to people about grants, arts, events and opportunities to participate and attend cultural programs. The NCC is creating a five year plan that includes a Public Art Campaign. The first event will include upcycling old doors and granting artists funds to create artwork on them for public enjoyment.

The NCC continues to work for the community with a passion for the arts. Culture includes everyone and provides opportunities for individual and community growth. Finally, due to another year of challenges from covid, we know that we must continue to connect the community with all kinds of arts, humanities and sciences, for a life balance and well-being that is inclusive and open to all ages. We look forward to serving Northborough in the arts this year.





## Housing Authority

**Lynne Trombley**, *Executive Director*  
**Rita Osborne**, *Chair*

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

The NHA consists of five members who are responsible for establishing policy, setting operational goals, overseeing financials and creating public housing. They meet on the first Wednesday of each month at 6:00 p.m. at 26 Village Drive.

The NHA currently owns and operates 104 elderly and 26 family housing units in Northborough. Present net income limits for determining admission to state-aided public housing range from \$55,350 for one person to \$104,350 for eight people. The NHA also owns a building which houses 8 low-income special needs residents at 152 East Main Street. This facility is staffed by The Advocates and managed by the Department of Mental Health. In addition, the NHA has been managing four additional units of elderly housing on Centre Drive since 2014. These units were built by the Northborough Affordable Housing Corporation (NAHC) with the use of Community Preservation (CPC) funds. The NHA and the NAHC have recently submitted applications to the CPC in hopes of building an additional eight units of elderly/handicapped accessible on the vacant parcel of land located at Village Drive.

Lynne Trombley, NHA's Executive Director, oversees the operations of NHA including office administration, property maintenance, and the oversight of development projects. Lynne can be reached at (508) 393-2408. All housing applications are now submitted electronically through the state online portal, CHAMP. The office is located at 26 Village Drive and business hours are 8am-4:30pm, Monday through Friday.



## Trails Committee

**Robert Mihalek**, *Chair*

The Northborough Trails Committee's (NTC) mission is to maintain a viable recreational trail system in Northborough, utilizing both public and private property. We work alongside town and state agencies (such as MWRA, DCR and Mass Wildlife) to look for opportunities to improve existing trails and add trails to the network. The NTC relies heavily on volunteers for organizational and maintenance activities. We have many volunteers that, while not visible in the minutes of each meeting, are an incredible asset to the trail network.

In what began as a response to landownership issues, the NTC created a new switchback trail along the approach of the Summit Trail on Edmund Hill. It was so well received by local hikers and mountain bikers that a supplementary switchback trail was created from the summit to the trailhead behind the Senior Center. Most of this work was designed and completed by NTC Member Brian Belfer.

In walking through the wake of over-cutting on Edmund Hill, NTC Member Forest Lyford designed a woodland trail with multiple access points to the woods, wetlands and upland trails behind the Senior Center for seniors and those with mobility impairments. He added decorative creatures he crafted from wood to entice people to visit the new trail. The NTC prepared an application to the Community Preservation Committee (CPC) for funding the final design of this trail to be fully ADA compliant.

Edmund Hill Woods got a lot of attention this year as the Interpretive Trail was fully updated and digitized. NTC Members Forest Lyford and Sherral Devine, along with Spencer Devine, updated every station and added new ones. A new trail guide was created with information on historic,



natural and geologic features. Each station also features an interpretive video which can be accessed from the Trails Committee website or from a QR code on the station post while walking in the woods!

The NTC is working with the MWRA on the final phase of the Aqueduct Trail which will be opening the bridge across the Assabet River at Hudson Street. The NTC has received permission from MWRA to move forward with design and has submitted an application to the CPC for preliminary design of opening the bridge to pedestrian access which will require structural analysis, relocation of utilities, new decking, safety railings, possible modification to the approaches and the existing MWRA 8M Permit. The Trails Committee is very happy to see this project move forward!

The NHA would like to thank all of the Town departments and committees for their continual support in helping to

keep our residents safe throughout the year, especially the police and fire departments.





# Historic District Commission

**Normand Corbin, Chair**

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

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

## Historic District-Related

The Northborough First Parish Unitarian Universalist congregation proposed installing gutters on sections of the Meeting House and Parish Hall buildings. The project was approved by the Northborough Historic District Commission and completed.

## National Register Nominations

Two properties in town are in the process of being nominated to the “National Register of Historic Places”:

- The nomination documentation of 35 Whitney Street (a private residence) was prepared by a professional and submitted for review by the Massachusetts Historical Commission.
- The Howard Street Burial Ground & Cemetery nomination documentation is in the process of being prepared by a professional. Submission is expected in 2022. This effort is being funded with Community Preservation Act funds.

## Northborough Historic Preservation Plan

- The Commission members are preparing the Historic Preservation Plan. It is based on the recently completed 2020 Northborough Master Plan.

## Outreach

- Interpretive signs were installed at the Brigham Street Burial Ground and the Howard Street Burial Ground. The Commission is grateful to James Vander Poel, for supplying original documents used for his son Kyle’s 2001 Eagle Scout project on the Howard Street Burial Ground. Special appreciation goes to Beth Finch McCarthy, for her burial ground history and list of known and probable burials at the Brigham Street Burial Ground.
- The *Community Advocate* published an article, written by a Commission member, on the historic Northborough Bank building.
- The Commission supported the Historical Society’s CPA Funding request for painting their historic building (the old Baptist Church). The project was successfully completed.
- The Diversity and Inclusion Committee invited the Commission to participate in one of their meetings. It generated interest in the history of immigration into the town of Northborough and its history regarding the abolition of slavery.
- Several members virtually attended the annual Historic Preservation Conference.
- Letters of Appreciation were sent to antique home owners who have invested in improving their properties including: 110 Howard St., 130 South St., 334 Church St., 239 Crawford St., and 110 Howard Street.

## Northborough Archeology

The recently completed Town Master Plan noted the documentation of approximately two dozen archaeological sites within Northborough. After review of the documents on file at the Massachusetts Historical Commission, it was decided that a future evaluation of Northborough’s archaeology is warranted.

## Demolition-Related

- Several buildings and the water towers that were part of the old Westborough State Hospital grounds are located within Northborough. They are scheduled for demolition in late 2021 and early 2022. The owners of the property, the Massachusetts Division of Capital Asset Management and Maintenance (DCAMM), will provide historic markers identifying the early Native

American activities in the area and the use of the property as the farming community of the old State Hospital.

- The house, barn and garage, located at 61-65 West Main Street have been demolished. A six-month delay was applied to the property in 2013. The site will be used for the new fire station.
- A partial demolition was applied for at 56 Hudson St. (MATEC Corp). The building was voted as not being historically or architecturally significant. Demolition may proceed.
- A demolition request was received for 1 Lyman St. The barn was voted as being “architecturally significant”. A six-month demolition delay started April 5, 2021.

## New Ownership of Antique Properties

In 2021, nine antique properties were purchased by new homeowners with preservation interests. The new owners of the iconic Grange Hall at 10 School will convert the building into a single family home.

## Committee Representation

The Commission has representatives on the Community Preservation Committee, Master Plan Implementation Committee, and the White Cliffs Committee.

## General Information

The Commission meets once a month. The specific date, time, agenda and location are published 48 hours in advance. During the COVID-19 pandemic, meetings are live-streamed and recorded.

Meeting videos can be found at: [www.youtube.com/channel/UCRdBrw3HeEAMB\\_KFKasrgXA](http://www.youtube.com/channel/UCRdBrw3HeEAMB_KFKasrgXA)

The Commission’s website is: [www.town.northborough.ma.us/Pages/NorthboroughMA\\_BComm/Historic/nhc/index.html](http://www.town.northborough.ma.us/Pages/NorthboroughMA_BComm/Historic/nhc/index.html).



*Beth Finch McCarthy at the new interpretive sign at the Brigham Street Burial Ground. Beth is a local genealogist who investigated the history and burials at the site.*





# Northborough School District

## Northborough School Committee



Lauren C. Bailey-Jones  
*Chairperson*



Kelly L. Guenette  
*Vice Chairperson*



Erin E. Tagliaferri  
*Secretary*



Joan G. Frank



Keith R. Lebel

### Administration

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

### Central Office Support Staff

Nancy A. Bissett	<i>Administrative Assistant to the Assistant Superintendent of Teaching and Learning</i>
Sandra J. Burgess	<i>Administrative Assistant to the Student Support Services Department</i>
Elaine E. Chisholm	<i>Personnel and Communications Coordinator</i>
Stephanie L. Cox	<i>Accountant</i>
Elena Dako	<i>Financial Coordinator – Northborough</i>
Pamela E. Hite	<i>Financial Coordinator – Southborough</i>
Michelle E. LeMay	<i>Financial Coordinator – Algonquin</i>
Cheryl M. Lepore	<i>Executive Administrator</i>
Kyle D. Parson	<i>Northborough and Southborough Manager of Food Services</i>
Jean M. Pinto	<i>Transportation and Registration Assistant</i>
Pamela J. Roberts	<i>Receptionist</i>
Nena H. Wall	<i>Human Resources Administrator</i>
Caroline Willard	<i>Finance and Operations Administrator</i>
Loraine T. Wolfrey	<i>Data Specialist</i>
Deborah McLaughlin Young	<i>Administrative Assistant to the Director of English Learners and Equity</i>

### Business Office

**Address** 53 Parkerville Road  
Southborough, MA 01772

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

**Telephone** (508) 486-5115

**FAX** (508) 486-5123





# Northborough School District

## Superintendent's Report

**Gregory L. Martineau**  
*Superintendent of Schools*

The Public Schools of Northborough provides an exceptional educational experience for all students, focusing on meeting the needs of all learners. Over the year, the District and community faced extraordinary challenges due to the COVID-19 Pandemic. Parents, guardians, and educators worked tirelessly to ensure that children received a quality education while normal routines and school structures were disrupted. The District is fortunate to have high-quality faculty and staff and dedicated and caring families working on behalf of children.

The District's work is articulated in its Strategic Plan Vision 2026: Educate, Inspire, Challenge and emphasizes growth and achievement for students and staff in the areas of five strategic objectives. These identified areas are embedded in specific programming, curriculum, and offerings appropriate for each grade level. School Improvement Plans are developed in a purposeful collaborative way and actualize the Strategic Plan focus areas to support the students and staff at each grade level. The purposes are to engage in a continuous renewal of excellence and seek researched-based and innovative practices. The District is proud of its students' accomplishments, outstanding educators and leaders, and the community's commitment to the District's shared mission and vision.

The District places a high priority on collaboration and is committed to working closely with stakeholders to present a well-developed, fiscally responsible, and educationally sound budget. The District extends a "thank you" to its parent community and organizations that provide financial and personnel support. Each year the Northborough Education Foundation (NEF), Parent Teacher Organizations (PTOs), and the Northborough/Southborough Special

Education Parent Advisory Council (NSPAC) offer unique opportunities to expand the classroom by sponsoring field trips and purchasing teaching materials. A variety of activities and events provide social and emotional opportunities for parents and students. These organizations, as well as the Corridor Nine Area Chamber of Commerce, offer grant opportunities for teachers to submit new and innovative ideas that enhance and enrich the current curriculum and schedule of events.

The Northborough Public Schools emphasizes the importance of fostering an emotionally and psychologically safe school environment in which all students feel supported and accepted. A positive climate is established when a shared mission centers on building a sense of community and respecting our differences. The District continued its safe school readiness protocols by enhancing its current practices, upgrading infrastructure to support best practices and coordination at all levels with health and safety personnel. Furthermore, creating a healthy school climate includes offering students and staff opportunities to engage in wellness activities. Stress reduction techniques that include mindfulness and relaxation strategies are integrated into the school day. The District partners with MetroWest Health Foundation and continues to participate in the MetroWest Adolescent Health Survey, which identifies student risk behaviors.

The Public Schools of Northborough continue to provide a continuum of programs that allow students to experience a learning model that supports their needs. These programs are cost-effective and highlight the best teaching and learning practices. They include a language-based program and therapeutic learning programs (TLP and STEPS) at the elementary and middle schools, and a specialized program for students on the autism spectrum (CASTLE) at the elementary and middle schools. Students participate annually in a district-wide Special Olympics, "Algonquin Games."

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

## Grants

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

### **Title I Improving Basic Programs Operated by Local School Districts - \$49,141 (Federal funding)**

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

### **Title II Part A - Building Systems of Support for Excellent Teaching and Leading - \$23,605 (Federal funding)**

This grant provides funds for high-quality professional development, including consultant fees, leadership training opportunities, coverage for teachers participating in mandated training, and stipends for summer curriculum projects. The grant also supports professional development for improved instruction for English Language Learners.

### **Title III English Language Acquisition and Academic Achievement Program for English Learners and Immigrant Children and Youth - \$11,672 Consolidated Grant (Federal funding)**

The purpose of this consolidated grant, shared by the Northborough, Southborough, and Northborough-Southborough Regional School Districts, is to offer supplemental services to children whose first language is not English. Funds are used to provide these children with the assistance needed to perform challenging academic work at proficient levels.

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

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





# Northborough School District

## **Coronavirus Relief Funds (CvRF) School Reopening Grant - \$346,050 (Federal funding)**

The Coronavirus Relief Fund (CvRF) School Reopening Grant provided The Public Schools of Northborough with funding to support costs to reopen schools. This funding supported professional development for teachers, nurse and teacher substitutes, instructional technology, and translation services.

## **Coronavirus Relief Funds (CvRF) School Meals Program Grant - \$2,569 (Federal funding)**

This part of the Coronavirus Relief Fund (CvRF) School Meals Program Grant provided The Public Schools of Northborough with funding to support costs to sustain food services operations.

## **Early Childhood Special Education (ECSE) Program Federal Entitlement Grant - \$18,823 Consolidated Grant (Federal funding)**

This consolidated grant, shared with The Public Schools of Southborough, guarantees that young children with disabilities are placed in high-quality inclusive programs that meet the federal and state requirements for the least restrictive learning environment. The funds pay for part of the cost of the preschool integrated programs, with emphasis on services for medically fragile children.

## **Early Childhood Targeted Special Education Program Improvement and Safety Grant - \$1,367 (Federal funding)**

The purpose of this targeted grant funded through the Individuals with Disabilities Education Act (IDEA) grant funds is to support early childhood special education (ECSE) activities for eligible children ages 3–5 with disabilities and to support districts to improve high-quality programs that provide services documented on students' IEPs through in-person instruction, remote instruction, or a combination of both, with a strong emphasis on providing in-person instruction to the greatest extent possible. The Public Schools of Northborough used this funding for professional development and student assessment tools.

## **Elementary and Secondary Schools Emergency Relief (ESSER) - \$41,057 (Federal funding)**

Coronavirus Aid, Relief, and Economic Security (CARES) Act, Elementary and Secondary Education Emergency Relief (ESSER) Fund provided resources to The Public Schools of Northborough to address the impact the Novel Coronavirus Disease (COVID-19) has had and continues to have, on elementary and secondary schools. This funding supported technology purchases to enable the one-to-one device program.

## **Individuals with Disabilities Education Act (IDEA) Federal Special Education Entitlement - \$497,068 (Federal funding)**

This annual federal entitlement grant is allocated to ensure that students with disabilities receive a free and appropriate education through the provision of special education and related services. The District utilizes these funds to defray some of the costs involved in meeting students' complex, individual learning needs. A number of special education positions are funded through this grant as well as training and consultation for classroom teachers, special education teachers, and therapists.

## **Remote Learning Technology Essentials (RLTE) - \$3,737 - (Federal funding)**

This competitive Remote Learning Technology Essentials Program provided supplemental funds to support The Public Schools of Northborough in addressing remaining remote learning technology needs and to ensure that every student has adequate access to technology for use in remote learning environments during the 2020-21 school year. This funding supported technology purchases including hotspots to provide universal access to remote learning.

## **Enrollment by Grades - October 1, 2021**

<b>School</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>Total</b>
Lincoln	39	46	40	42	55	45				<b>267</b>
Peaslee	35	48	44	40	33	54				<b>254</b>
Proctor	39	40	52	41	42	42				<b>256</b>
Zeh	43	41	42	43	36	42				<b>247</b>
Melican							192	175	162	<b>529</b>
<b>Total</b>	<b>156</b>	<b>175</b>	<b>178</b>	<b>166</b>	<b>166</b>	<b>183</b>	<b>192</b>	<b>175</b>	<b>162</b>	<b>1,553</b>



# Town of Northborough School Financial Statement – for the 2021 Fiscal Year July 1, 2020 - June 30, 2021

## APPROPRIATION:

Regular Education	\$ 16,592,235	
Special Education	\$ 8,585,609	
<b>Total Appropriation</b>		<b>\$ 25,177,844</b>

**Total Appropriation** **\$ 25,177,844**

## EXPENDITURES:

<b>ADMINISTRATION:</b>		
School Committee	\$ 10,009	
Superintendent's Office	\$ 145,715	
Administrative Support Services	\$ 786,182	
<b>Total Administration</b>		<b>\$ 941,906</b>

<b>INSTRUCTION:</b>		
Supervision	\$ 32,488	
Principals' Offices	\$ 1,093,185	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$ 11,148,564	
Professional Development	\$ 50,753	
Textbooks & Instructional Equipment	\$ 255,889	
Library/Media Services	\$ 501,333	
Guidance Services	\$ 285,687	
<b>Total Instruction</b>		<b>\$ 13,367,899</b>

<b>OTHER SCHOOL SERVICES:</b>		
Attendance Services	\$ 7,767	
Health Services	\$ 574,653	
Pupil Transportation	\$ 418,964	
After School Activities	\$ 8,632	
Student Body Activities	\$ 5,226	
Cafeteria Services	\$ 18,891	
<b>Total Other School Services</b>		<b>\$ 1,034,133</b>

<b>OPERATION OF PLANTS:</b>		
Custodial Services (Salaries & Supplies)	\$ 777,312	
Heating	\$ 179,582	
Electricity	\$ 246,365	
Telephones	\$ 33,318	
Gas	\$ 502	
Water	\$ 11,796	
Networking & Telecommunications	\$ 55,457	
<b>Total Operation of Plants</b>		<b>\$ 1,304,333</b>

<b>MAINTENANCE:</b>		
Grounds	\$ 10,512	
Buildings	\$ 149,960	
Equipment	\$ 31,709	
Technology Maint	\$ 45,919	
<b>Total Maintenance</b>		<b>\$ 238,101</b>

**EMPLOYEE BENEFITS:** **\$ 600**

**LEASE OF BUILDING & EQUIPMENT:** **\$ 26,315**

**TOTAL EXPENDITURES, REGULAR DAY PROGRAMS** **\$ 16,913,288**

## SPECIAL EDUCATION PROGRAMS

Legal Services	\$ 8,653
Supervision	\$ 218,456
Teaching (Salaries & Supplies)	\$ 5,305,999
Professional Development	\$ 3,173
Technology	\$ 22,368
Psychological Services	\$ 727,648
Health Services	\$ 100,346
Transportation	\$ 673,252
Telephone	\$ -
Equipment Maintenance	\$ 2,314
Programs - Other Schools in Massachusetts	\$ 1,146,514
Lease of Building & Equipment	\$ 2,118
Payments to Collaboratives	\$ 53,715
<b>TOTAL EXPENDITURES SPECIAL EDUCATION</b>	<b>\$ 8,264,556</b>

**TOTAL EXPENDITURES** **\$ 25,177,844**

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

## SCHOOL LUNCH ACCOUNT

<b>INCOME:</b>		
Balance from FY20	\$ -	
Total Receipts, FY21	\$ 500,738	
<b>Total Revenues</b>		<b>\$ 500,738</b>
Total Expenditures, FY21	\$ 496,472	
<b>BALANCE TO FY22</b>		<b>\$ 4,266</b>

## SPECIAL ED - CIRCUIT BREAKER

<b>INCOME:</b>		
Balance from FY20	\$ 1,181,327	
Total Receipts, FY21	\$ 1,326,035	
<b>Total Revenues</b>		<b>\$ 2,507,362</b>
Total Expenditures, FY21	\$ 1,181,327	
<b>BALANCE TO FY22</b>		<b>\$ 1,326,035</b>





# 2021 Annual Town Meeting Warrant

May  
1,  
2021

At 9:13 a.m., Moderator Fred George called the meeting to order; a quorum of at least 100 voters was present. Moderator Fred George explained the rules of the meeting, reviewed the consent agenda process, and read the return of the warrant.

## CONSENT AGENDA 1: *Passed*

Articles 1, 2, 3, and 9 are included in the consent agenda. Moderator George read each article included in the consent agenda.

## MOTION ARTICLE 1: Appointing Deputy Moderator *Consent - Passed*

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

## MOTION ARTICLE 2: Compensating Balance Agreement *Consent - Passed*

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

## MOTION ARTICLE 3: Prior Years' Bills *Consent - Passed*

I move the Town vote to pass over this article.

## MOTION ARTICLE 4: Town Budget *Passed*

I move the Town vote to raise and appropriate and transfer from available funds the sum of Twenty-Two Million Seven Hundred Twenty-Eight Thousand Five Hundred Seventy-Two Dollars (\$22,728,572) for Town Government as displayed in the warrant supplement distributed at this Town Meeting, and to meet said appropriation, the following sums available for appropriation be transferred:

From:	
Transfer from Cemetery Trust Fund Income	\$19,495
Transfer from Cemetery Sale of Lots	\$12,000
Transfer from Debt Exclusion Premium Reserve	\$9,835
Transfer from DPU Transportation Fund	\$3,587
Transfer from Conservation Commission Fees	\$8,523
Transfer from Fire Emergency Medical Services Revolving Fund	\$351,240
Transfer from Animal Control Revolving Fund	\$27,461
Transfer from Medicare Part D Subsidy	\$39,039
Transfer from PEG Access Cable Related Fund	\$262,753
Free Cash	\$500,000

for a total of One Million Two Hundred Thirty-Three Thousand Nine Hundred Thirty-Three Dollars (\$1,233,933) and that the sum of Twenty-One Million Four Hundred Ninety-Four Thousand Six Hundred Thirty-Nine Dollars (\$21,494,639) be raised by taxation

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

I move the Town vote to raise and appropriate and transfer from available funds the sum of Six Million Two Hundred Fifty-Four Thousand Two Hundred Seventy-Nine Dollars (\$6,254,279) for the operation of the Water, Sewer and Solid Waste Utilities, in the amounts of Two Million Nine Hundred Sixty-One Thousand Six Hundred Seventy Five Dollars (\$2,961,675) for the Water Enterprise Fund, Two Million Three Hundred Seventy-Three Thousand Four Hundred Sixty Dollars (\$2,373,460) for the Sewer Enterprise Fund, and Nine Hundred Nineteen Thousand One Hundred Forty Four Dollars (\$919,144) for the Solid Waste Enterprise Fund; and to meet said appropriation, the following sums available for appropriation be transferred:

From:	
Water Fund Free Cash	\$316,548
Solid Waste Fund Free Cash	\$93,984

Raise and Appropriate by Taxation:	
Solid Waste General Fund Subsidy	\$337,160

for a total of Seven Hundred Forty-Seven Thousand Six Hundred Ninety-Two Dollars (\$747,692) and that the sum of Five Million Five Hundred Six Thousand Five Hundred Eighty-Seven Dollars (\$5,506,587) be financed from Water, Sewer and Solid Waste Revenues and allocated as stated.

## MOTION ARTICLE 6: Northborough K-8 Schools Budget *Passed*

I move the Town vote to raise and appropriate by taxation the sum of Twenty-Five Million Seven Hundred Ninety-Nine Thousand Six Hundred Seventy-Eight Dollars (\$25,799,678) for the operation of the Northborough K-8 Public Schools.

## MOTION ARTICLE 7: Algonquin Regional High School Budget *Passed*

I move the Town vote to raise and appropriate by taxation Northborough's share of the assessment for the operation and debt service of the Northborough-Southborough Regional School District, the sum of Thirteen Million Six Hundred Fifty-Two Thousand Seven Hundred Fourteen Dollars (\$13,652,714).

## MOTION ARTICLE 8: Assabet Valley Regional Vocational School District Budget *Passed*

I move the Town vote to raise and appropriate by taxation Northborough's share of the assessment for the operation and debt service of the Assabet Valley Regional Vocational School District, the sum of One Million Sixty-Eight Thousand Four Hundred Ninety Dollars (\$1,068,490).

## MOTION ARTICLE 9: Revolving Funds Authorization of Expenditure Limits *Consent - Passed*

I move the Town vote to authorize revolving fund annual expenditure limits for Fiscal Year 2022 as shown in the table in the warrant supplement distributed at this Town Meeting.





# 2021 Annual Town Meeting Warrant

May  
1,  
2021

## **MOTION ARTICLE 10: Appropriations Committee Reserve Fund** *Passed*

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

## **MOTION ARTICLE 11 (CIP): Police – Police Cruiser Replacements (3)** *Passed*

I move the Town vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) for the use of the Police Department for the purchase of three new police vehicles, and to meet said appropriation the sum of One Hundred Fifty Thousand Dollars (\$150,000) be transferred from Free Cash.

## **MOTION ARTICLE 12 (CIP): Fire – Car 3 Pickup Truck Replacement** *Passed*

I move the Town vote to appropriate the sum of Eighty Thousand Dollars (\$80,000) for the use of the Fire Department for the purchase of a new one-ton, four-wheel-drive crew cab pickup truck, and to meet said appropriation the sum of Eighty Thousand Dollars (\$80,000) be transferred from Free Cash.

## **MOTION ARTICLE 13 (CIP): Fire – Car 1 SUV Replacement** *Passed*

I move the Town vote to appropriate the sum of Seventy-Six Thousand Dollars (\$76,000) for the use of the Fire Department for the purchase of a new command vehicle, and to meet said appropriation the sum of Seventy-Six Thousand Dollars (\$76,000) be transferred from Free Cash.

## **MOTION ARTICLE 14 (CIP): DPW – Road Improvements and Maintenance** *Passed*

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.

## **MOTION ARTICLE 15 (CIP): DPW – One-Ton Dump Truck with Plow Replacement** *Passed*

I move the Town vote to appropriate the sum of One Hundred Fifteen Thousand Dollars (\$115,000) for the use of the Department of Public Works for the purchase of a one-ton dump truck with a plow, and to meet said appropriation the sum of One Hundred Fifteen Thousand Dollars (\$115,000) be transferred from Free Cash.

## **MOTION ARTICLE 16 (CIP): DPW – One-Ton Pickup Truck with Plow Replacement** *Passed*

I move the Town vote to appropriate the sum of Seventy-Four Thousand Dollars (\$74,000) for the use of the Department of Public Works for the purchase of a one-ton pickup truck with a plow, and to meet said appropriation the sum of Seventy-Four Thousand Dollars (\$74,000) be transferred from Free Cash.

## **MOTION ARTICLE 17 (CIP): DPW/Water & Sewer – Supervisory Control and Data Acquisition (SCADA) System** *Passed*

I move the Town vote to appropriate the sum of Five Hundred Thousand Dollars (\$500,000) for funding Phase 2, installation and implementation of the SCADA project for the DPW/Water and Sewer Divisions, including the payment of costs incidental or related thereto; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$500,000 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the project; and that the Select Board is authorized to

take any other action necessary to carry out this project; and provided that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. chapter 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

## **MOTION ARTICLE 18 (CIP): DPW/Water – Reservoir Dam Compliance** *Passed*

I move the Town vote to appropriate the sum of Fifty Thousand Dollars (\$50,000) for design and permitting to breach the Reservoir Dam, including the payment of costs incidental or related thereto; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$50,000 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the project; and that the Select Board is authorized to take any other action necessary to carry out this project; and provided that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. chapter 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

## **MOTION ARTICLE 19 (CIP): DPW/Water & Sewer – Utility Tractor Replacement** *Passed*

I move the Town vote to appropriate the sum of Eighty Thousand Dollars (\$80,000) for the use of the DPW/Water and Sewer Divisions for the purchase of a utility tractor, and to meet said appropriation the sum of Thirty-Two Thousand Dollars (\$32,000) be transferred from Water Enterprise





# 2021 Annual Town Meeting Warrant

May  
1,  
2021

Free Cash and the sum of Forty-Eight Thousand Dollars (\$48,000) be transferred from Sewer Enterprise Free Cash, for a total of Eighty Thousand Dollars (\$80,000).

## **MOTION ARTICLE 20: CONSOLIDATED PERSONNEL BYLAW**

*Passed*

I move the Town vote to amend the Consolidated Personnel Bylaw as shown in the appendix to the warrant entitled "Article 20 – Consolidated Personnel Bylaw Amendments – 2021 Annual Town Meeting," but with Cable Access Director position classified as Grade E instead of Grade D in Schedule A, section 1-64-340

## **MOTION ARTICLE 21: Stormwater Management and Land Disturbance Bylaw**

*Passed*

I move the Town vote to amend the Code of the Town of Northborough, by adding a new Chapter 2-60, entitled, "Stormwater Management and Land Disturbance", as shown in the appendix to the warrant) entitled "Article 21 – Stormwater Management and Land Disturbance Bylaw – 2021 Annual Town Meeting," a copy of which is viewable on the Town's website at [www.town.northborough.ma.us](http://www.town.northborough.ma.us); and vote, pursuant to section 58 of Chapter 40 of the General Laws, to establish and adopt a municipal charges lien for costs incurred by the Town to abate a violation of the Bylaw or perform remediation work, as authorized in section 2-60-110 of the Bylaw.

## **MOTION ARTICLE 22: Northborough Wetlands Bylaw – Section 6-04-060 Notice; Hearings**

*Failed*

I move the Town vote to amend the Town of Northborough Wetlands Bylaw Section 6-04-060 Notice; hearings, by adding the text shown as underlined, as set forth in the Warrant.

6-04-060 Notice; Hearings

A. Any person filing a notice of intention with the Commission at the same time shall give written notice

thereof, by certified mail (return receipt requested), hand delivery or by to all direct abutters at their mailing addresses shown on the most recent applicable tax list of the assessors. The notice to abutters shall enclose a copy of the application or request, with plans, or shall state where copies may be examined and obtained by abutters free of charge. An affidavit of the person providing such notice, a copy of the notice mailed or delivered and return receipts shall be filed with the Commission. When a person requesting a determination is other than the owner, the request, the plans, the notice of the hearing and the determination itself shall be sent by the applicant to the owner.

## **MOTION ARTICLE 23: Community Preservation Fund – Pickleball Courts at Ellsworth McAfee Park**

*Passed*

I move the Town vote to appropriate the sum of Two Hundred Ninety Thousand Two Hundred Fifty Dollars (\$290,250) from the Community Preservation Fund revenues to the Northborough Department of Public Works and the Northborough Parks and Recreation Department, for the construction of six outdoor pickleball courts at Ellsworth McAfee Park.

## **MOTION ARTICLE 24: Community Preservation Fund – Exterior painting and cleaning of building located at 52 Main Street**

*Passed*

I move the Town vote to appropriate the sum of Twenty Thousand Dollars (\$20,000) from the Community Preservation Historic Reserve Fund to the Northborough Historical Society for painting and cleaning of the exterior of the building located at 52 Main Street.

## **MOTION ARTICLE 25: Community Preservation Fund – Conservation Fund**

*Passed*

I move the Town vote to appropriate the sum of Four Hundred Thousand Dollars (\$400,000) from the Community Preservation Unreserved Fund and transfer said amount to

the Conservation Fund for future open space preservation or acquisitions.

## **MOTION ARTICLE 26: Community Preservation Fund – Affordable Housing Reserve**

*Passed*

I move the Town vote to appropriate the sum of Sixty-Five Thousand Two Hundred Dollars (\$65,200) from the Community Preservation Fund revenues and place said amount in the Community Preservation Affordable Housing Reserve Fund.

## **MOTION ARTICLE 27: Community Preservation Fund – White Cliffs Debt Service**

*Passed*

I move the Town vote to appropriate the sum of Two Hundred Three Thousand Seven Hundred Eighty Dollars (\$203,780) from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for Fiscal Year 2022 debt service and expenses associated with the acquisition of the property at 167 Main Street.

## **MOTION ARTICLE 28: Community Preservation Fund – CPA Administration**

*Passed*

I move the Town vote to appropriate the sum of Thirty-Two Thousand Six Hundred Dollars (\$32,600) 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 2022.

## **MOTION ARTICLE 29: Zoning Bylaw – Section 7-03-080.C, Enforcement – Penalty for Violation**

*Passed*

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-03-080.C, Enforcement – Penalty for Violation, by adding the text shown as underlined, as set forth in the Warrant.





# 2021 Annual Town Meeting Warrant

May  
1,  
2021

7-03-080.C, Enforcement – Penalty for Violation

C. Penalty for violation. Any person, firm or corporation who violates or refuses to comply with any applicable provision of this bylaw shall be fined a sum not to exceed three hundred dollars (\$300.00) for each such violation. This bylaw may be enforced by the non-criminal disposition method under MGL C. 40, § 21D, as set forth in section 1-04-020 of the Town Code, in which case the penalties shall be as follows: first violation - \$50, second violation - \$100, third and subsequent violations - \$300. Each day that any violation is permitted to exist after written notification thereof by the Building Inspector/Zoning Enforcement Officer shall constitute a separate offense. The town shall be the beneficiary of all fines and penalties paid, including the costs of prosecuting any legal action if allowable by law

## MOTION ARTICLE 30: Zoning Bylaw – Section 7-05-010, General Provisions *Passed*

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-010 G. by adding the text shown as underlined, as set forth in the Warrant but with modifications to clauses (4)(a), (4)(d), and (4)(m) as shown in **bold** in the Warrant supplement distributed at this Town Meeting. [shown below]

G. Prohibited uses.

(4) All uses that pose a present or potential hazard to human health, safety, welfare, or the environment through emission of smoke, particulate matter, noise or vibration, or through fire or explosive hazard, or glare are expressly prohibited in all zoning districts. In addition, the following uses are expressly prohibited in all zoning districts:

- a) Abattoir and commercial slaughtering of animals.
- b) Manufacturing and storage of corrosive, poisonous or malodorous acids and chemicals.

- c) Cement, lime, gypsum, and plaster-of-Paris manufacture.
- d) Fertilizer manufacture ~~or fat rendering in manufacture of tallow, grease, and oils.~~
- e) Glue, size, and gelatin manufacture.
- f) Petroleum and kerosene refining or distillation and derivation of by- products.
- g) Smelting and reduction of metals or ores.
- h) Asphalt plants.
- i) Concrete batch plants.
- j) Reclamation and reprocessing of asphalt and/or concrete.
- k) Lumber mills.
- l) Raising and breeding of fur bearing animals.
- m) ~~Yard for storage and sale of used building and junk materials Junkyard or automobile graveyard.~~
- n) Self-storage facility

No use variance shall be granted for any prohibited use set forth in this subsection, within any zoning district in the Town of Northborough. Nothing in this Zoning Bylaw shall prohibit or regulate any use in contravention of M.G.L. c. 40A, sec. 3 or any other applicable state or federal law.

## MOTION ARTICLE 31: Zoning Bylaw – Section 7-05-020, Classification of uses *Passed*

I move the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-020.I(6)(c), Contractor's yard, by deleting the text shown in strikethrough and adding the text shown as underlined, as set forth in the Warrant but with the modifications shown in bold in the Warrant supplement distributed at this Town Meeting. [shown below]

(c) Contractor's yard: ~~Lumber yard, construction contractor's yard or other open-air establishment for the storage, distribution, or sale at wholesale or retail of materials (but not including salvage materials), merchandise, products or equipment, fabrication of sub-assemblies, or parking of wheeled equipment~~ Yards including administrative

office and structures used by a builder, contractor, subcontractor, landscaper, tradesman, or similar business dedicated to the storage of their vehicles, equipment, machinery, tools, materials and fabrications, **and sales of their materials, products and services;** provided, that all operations shall be such as to confine to the premises disturbing **disturbing** dust, noise, odors, or other objectionable effects; and provided further, that such use is not hazardous by reason of the potential for fire, explosion, radiation release or other casualty. All outside storage and parking of trucks, equipment, materials, salvage materials, and dumpsters shall be screened from view from the street and abutting properties by fences or plantings in perpetuity. **Storage of salvage materials is prohibited.**

## MOTION ARTICLE 32: Zoning Bylaw – Section 7-05-030, Table of Uses, Table 1, Part A *Passed*

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-030 Table of Uses, Table 1, Table of Uses, Part A. Residential Districts, by deleting the text shown below in strikethrough and adding the text shown below as underlined, or take any action relative thereto.

ARTICLE 32 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part A. Residential Districts

USES	RA	RB	RC	GR	MSR	DN
Accessory Uses						
Accessory dwelling unit	<u>BA-Y</u>	<u>BA-Y</u>	Y	Y	Y	Y

## MOTION ARTICLE 33: Zoning Bylaw – Section 7-05-030, Table of Uses, Table 1, Part B *Passed*

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw,





# 2021 Annual Town Meeting Warrant

May  
1,  
2021

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

## ARTICLE 33 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part B. Commercial and Industrial Districts

USES	DB	BE	BW	BS	HB	I
Trade						
Wholesale trade	N	N	BA <u>N</u>	BA <u>N</u>	Y <u>BA</u>	Y <u>PB</u>

## MOTION ARTICLE 34: Zoning Bylaw – Section 7-05-030, Table of Uses, Table 1, Part B *Passed*

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-030 Table of Uses, Table 1, Table of Uses, Part B. Commercial and Industrial Districts, by deleting the text shown below in strikethrough and adding the text shown below as underlined, or take any action relative thereto.

## ARTICLE 34 - Section 7-05-030 Table of Uses, Table 1, Table of Uses. Part B. Commercial and Industrial Districts

USES	DB	BE	BW	BS	HB	I
Other Business Uses						
Commercial storage facility	N	N	BA <u>N</u>	BA	N	PB

## MOTION ARTICLE 35: Zoning Bylaw – Section 7-07-010, Groundwater Protection Overlay District *Passed* C. Establishment and delineation

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning

Bylaw, Section 7-07-010.C(5) by deleting the text shown below in strikethrough and adding the text shown below as underlined, or take any action relative thereto.

C(5) The special permit granting authority shall be the Zoning Board of Appeals, except that for wireless communication facilities applications, two-family dwelling unit applications, or any applications in the Industrial District, the special permit granting authority shall be the Planning Board. The special permit granting authority shall hear and act upon all cases of appeal and petitions for special permits which are brought under this chapter. The special permit granting authority shall, within five (5) business days of receipt of application of filing, forward to the Groundwater Advisory Committee (consisting of one (1) member each or one (1) designee each from the Board of Selectmen, Conservation Commission, Board of Health, Planning Board, and Water/Sewer Commission) five (5) copies of said application or filing. Within sixty-five (65) days of receipt of application or filing, the special permit granting authority shall hold a public hearing. Prior to the public hearing, ~~Within twenty-one (21) days following the public hearing~~, the Groundwater Advisory Committee shall report its findings and recommendations to the special permit granting authority. The special permit granting authority shall render its decision within ninety (90) days of the public hearing.

## MOTION ARTICLE 36: Zoning Bylaw – Section 7-07-010, Groundwater Protection Overlay District, Use regulations *Motion Failed (80 yes, 71 no – 2/3rds required)*

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-07-010.D((4)(b) and (e) by deleting the text shown below in strikethrough and adding the text shown as underlined, or take any action relative thereto.

(b) Each application for a special permit shall be filed with the Town Clerk for transmittal to the special permit granting

authority and shall be accompanied by nine (9) copies of the plan (minimum scale of one (1) inch equal to one hundred (100) feet). ~~Such special permit shall be granted if the special permit granting authority determines that the intent of this chapter as well as its specific criteria are met. In making such determination, special permit granting authority shall give consideration to the simplicity, reliability and feasibility of the control measures proposed and the degree of threat to water quality which would result if the control measures failed.~~

(e) After notice and public hearing and after coordinating, clarifying and weighing the comments and recommendations of the Groundwater Advisory Committee, the special permit granting authority may grant such a special permit in accordance with section 7-03-040 and meeting the following additional criteria; ~~provided, that it finds that the proposed use:~~

- [1] Meets the purpose and intent of this chapter and will not derogate from the purpose of the Groundwater Protection Overlay Districts.
- [2] Will not, during construction or thereafter, impair ambient groundwater quality or reduce existing recharge capacity beyond that allowed per this chapter.
- [3] Will not adversely affect the quality or the yield of an existing or potential water supply.

In making its determination, the special permit granting authority shall give consideration to the simplicity, reliability and feasibility of the control measures proposed and the degree of threat to water quality which would result if the control measures failed.

## MOTION ARTICLE 37: Zoning Bylaw – 7-08-010 Applicability and 7-08-020 Special permit required *Passed*

To see if the Town will vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Chapter 7-08 Nonconforming Uses and Structures, Sections 7-08-010.A and 7-08-020.A, by deleting the text shown





# 2021 Annual Town Meeting Warrant

May  
1,  
2021

below in strikethrough and adding the text shown below as underlined, or take any action relative thereto.

## 7-08-10 Applicability

A. This bylaw shall not apply to structures or uses lawfully in existence begun, or to a building or special permit issued, before the first publication of notice of the public hearing required by MGL C. 40A sec. 5 at which this bylaw or any relevant part thereof was adopted. Such prior, lawfully existing nonconforming uses and structures may continue to the same extent and for the same purpose; provided, that no modification, extension or alteration of the use or structure is accomplished except as authorized hereunder.

## 7-08-20 Special permit required

A. The Zoning Board of Appeals may grant a special permit to ~~change extend or alter~~ a nonconforming use in accordance with this section only if it determines that such ~~change or~~ extension or alteration is for a similar or less nonconforming detrimental use, and that it will not be substantially more detrimental than the existing nonconforming use to the neighborhood. ~~i~~In making such determination the Zoning Board of Appeals shall consider whether the proposed use is different in character or in its effect on the neighborhood or on the property in the vicinity.

## MOTION ARTICLE 38: Property Tax Exemption for Gold Star Parents *Motion Failed*

To see if the Town will vote to accept the provisions of M.G.L. c. 59, § 5, Clause Twenty-second H (inserted by Chapter 218 of the Acts of 2018, known as An Act Relative to Veterans' Benefits, Rights, Appreciation, Validation, and Enforcement ("BRAVE Act")), signed into law August 28, 2018, which

provides for a property tax exemption for real estate as follows: to the full amount of the taxable valuation of the real property of the surviving parents or guardians of soldiers and sailors, members of the National Guard and veterans who: (i) during active duty service, suffered an injury or illness documented by the United States Department of Veterans Affairs or a branch of the armed forces that was a proximate cause of their death; (ii) are missing in action with a presumptive finding of death as a result of active duty service as members of the Armed Forces of the United States; provided, however, that the real estate shall be occupied by the surviving parents or guardians as the surviving parents' or guardians' domicile; and provided further that the surviving parents or guardians shall have been domiciled in the Commonwealth for the 5 consecutive years immediately before the date of filing for an exemption pursuant to this clause or the soldier or sailor, member of the National Guard or veteran was domiciled in the Commonwealth for not less than 6 months before entering service.

Surviving parents or guardians eligible for an exemption pursuant to this clause shall be eligible regardless of when the soldier or sailor, member of the National Guard or veteran died or became missing in action with a presumptive finding of death; provided, however, that the exemption shall only apply to tax years beginning on or after January 1, 2019. Such exemption shall be available until such time as the surviving parents or guardians are deceased. No real estate shall be so exempt which has been conveyed to the surviving parents or guardians to evade taxation.

- Acceptance of this clause by the Town creates a new real estate tax exemption to the full amount of the taxable valuation of real property of the surviving parents or guardians of a soldier, sailor, member of the National Guard,

or veteran, who dies while on active duty or is missing in action and presumed dead. The Town will not receive any amount of reimbursement from the Commonwealth for each exemption under this clause if it is accepted.

## MOTION ARTICLE 39: Compression Brake Prohibition Bylaw *Passed*

To see if the Town will vote to amend Part 2 of the Northborough Town Code, Chapter 2-44 Peace and Good Order, by adding the text shown below as underlined, or take any other action relative thereto.

### 2-44-130 Compression Brake Use Restricted

No operator of a diesel truck shall use an engine brake, compression brake, dynamic brake or mechanical exhaust device, also known as exhaust or Jake braking, designed to assist in deceleration or braking, except for emergency use, while operating a vehicle on a public way, or designated portion of a public way, in the Town, where such use is prohibited by a traffic rule or regulation issued by the Board of Selectmen after a public hearing. Whoever violates this bylaw shall be punished by a fine of \$100 for the first offense and \$300 for second and subsequent offenses. The owner of the vehicle may be cited in lieu of the operator.

## ARTICLE 40: Reports *Passed Over*

1:29pm motion made to dissolve the meeting

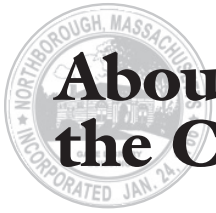
Attendance 5/01/2021: 191

Total Registered Voters: 11,734

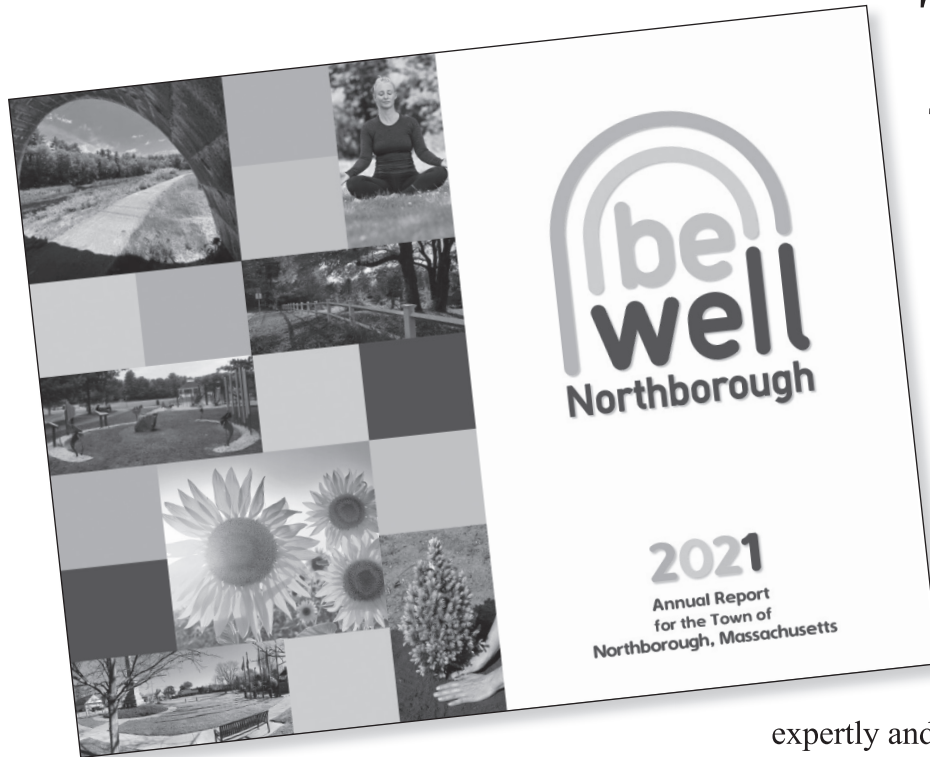
A True Copy Attest:

Andrew T. Dowd,  
Town Clerk





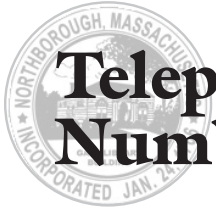
## About the Cover



The mission of **Be Well Northborough** is to offer new and expanded health and wellness programming across various Town Departments, Boards and Committees. The goal of this programming is to help our community recover from the COVID-19 pandemic and address issues such as social isolation, mental health, substance use, and overall wellness. The **Be Well Northborough** Working Group includes department heads from Police, Fire, Recreation, Family and Youth Services, Council on Aging, Health, Library, Schools and Assistant Town Administrator and Diversity and Inclusion Committee Staff Liaison Becca Meekins.

The exceptional cooperation that exists among Town Departments allows for new and expanded programming to be expertly and efficiently delivered. As part of this initiative, a new community calendar will be deployed to ensure that programs are complimentary and easily accessible to the public. The **Be Well Northborough** Working Group, along with Boards and Committees, will work together to maximize opportunities to best connect residents to new and existing programs and services.





# Telephone Numbers

## TOWN HALL DEPARTMENTS – DIAL 508-393-5040

SERVICE – IF YOU WANT	TOWN DEPARTMENT – CALL...	EXTENSION
Birth Certificates	Town Clerk	Ext 0
Building Permits	Building Department	Ext 5
Business Certificates	Town Clerk	Ext 0
Cemetery Services	Department of Public Works	Ext 6
Census	Town Clerk	Ext 0
Class I, II, III Licenses	Administration	Ext 1
Common Victualler Licenses	Administration	Ext 1
Conservation Questions	Engineering	Ext 7
Counseling	Family & Youth Services	Ext 8
Death Certificates	Town Clerk	Ext 0
Dog Licensing	Town Clerk	Ext 0
Earth Removal Questions	Engineering	Ext 7
Economic Development	Administration	Ext 1
Employment Opportunities	Administration	Ext 1
Excise Bill Payments	Treasurer/Collector	Ext 2
Food Permits	Board of Health	Ext 4
Groundwater Questions	Engineering	Ext 7
Liquor Licenses	Administration	Ext 1
Marriage Licenses	Town Clerk	Ext 0
Motor Vehicle Abatements	Assessors	Ext 2
Motor Vehicle Excise Questions	Assessors	Ext 2
Park/Field Usage	Recreation	Ext 3
Plumbing, Gas, Electrical Permits	Building Department	Ext 5
Property Info, Assessments, Record Cards	Assessors	Ext 2
Raffle Permits	Town Clerk	Ext 0
Recreation Programs	Recreation	Ext 3
Recycling Information/Bins	Engineering	Ext 7

SERVICE – IF YOU WANT	TOWN DEPARTMENT – CALL...	EXTENSION
Residents Listing Book	Town Clerk	Ext 0
Rubbish Collection	Town Clerk	Ext 0
Septic System Installations	Board of Health	Ext 4
Site Plans	Planning	Ext 7
Street/Sidewalk Questions	Department of Public Works	Ext 6
Subdivision Plans	Planning	Ext 7
Swimming Pool Permits	Building Department	Ext 5
Tax Bill Payments	Treasurer/Collector	Ext 2
Tax Exemptions	Assessors	Ext 2
Town Code/Town Bylaws	Town Clerk	Ext 0
Town Website Information	MIS/GIS	Ext 9
Vaccination Information	Board of Health	Ext 4
Voter Registration	Town Clerk	Ext 0
Water/Sewer Bill Payments	Department of Public Works	Ext 6
Wood Stove Permits	Building Department	Ext 5
ZBA Special Permits/Variations	Planning	Ext 7

### OTHER DEPARTMENTS

Animal Complaints	Animal Control Offices	978-897-5596
Cable Access	Cable Access Studio, High School	508-393-6195
Firearm Permits	Police Headquarters, 211 Main Street	508-393-1515
Library Services	Library, 34 Main Street	508-393-5025
Public Housing	Housing Authority, 26 Village Drive	508-393-2408
School-Age Child Care	NEDP, 63 Main Street	508-393-7020
School Administration	53 Parkerville Rd., Southborough	508-486-5115
Senior Center Information	Senior Center, 119 Bearfoot Road	508-393-5035
Veterans Information	Veterans Agent	774-551-5782



