

A serene winter scene featuring a snow-covered field in the foreground, a pond with two swans in the middle ground, and trees with snow-laden branches in the background. The sky is a clear, bright blue.

2023

Town of Northborough, Massachusetts Annual Report



*Photo Credit:
Juniper Hill Golf Course
by Amy Walsh*



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Community Profile

In The Center Of It All: Northborough, Massachusetts

Incorporated

- 1766

Land Area

- 18.72 Sq. Miles

Public Roads

- 92.76 Miles

County

- Worcester

Population

- 15,741

Form of Government

- Town Administrator
- Five-member Select Board
- Open Town Meeting

FY2022 Tax Rate per Thousand

- \$14.79

FY2022 Average Single Family Home Value

- \$579,798

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

www.town.northborough.ma.us

Town Offices

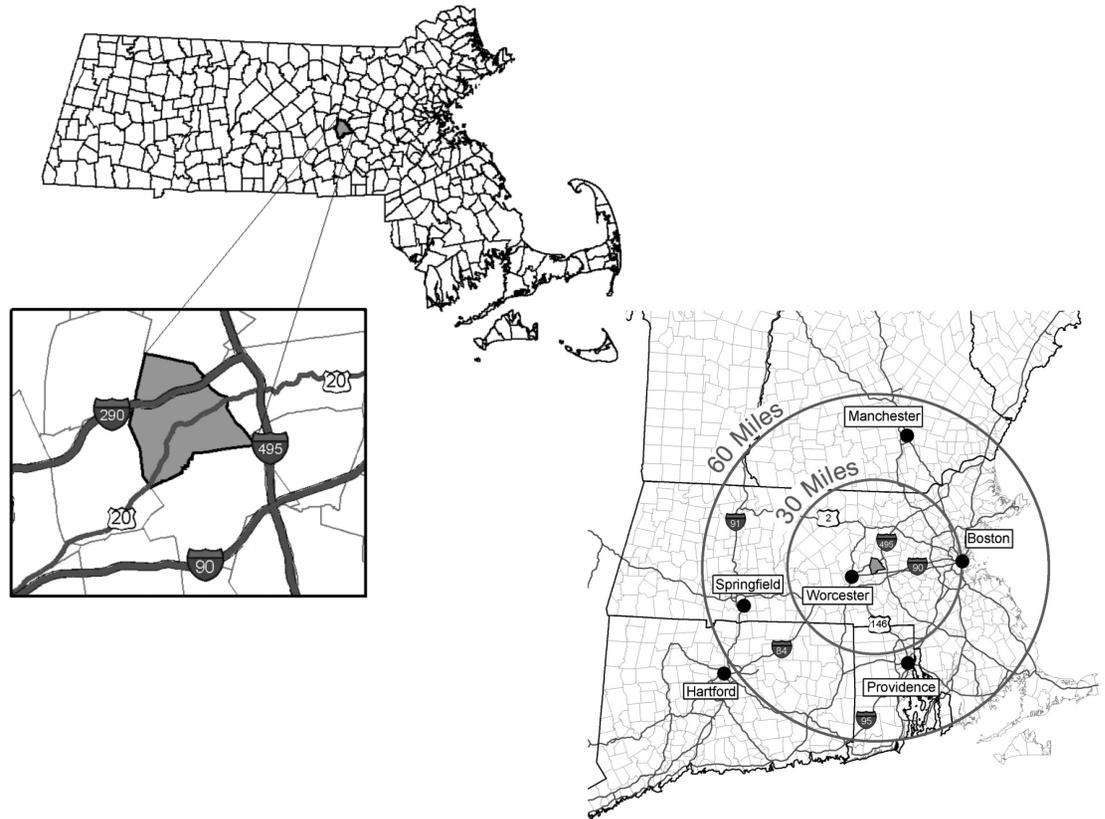
63 Main Street

Northborough, MA 01532

Phone: (508) 393-5040

Fax: (508) 393-6996

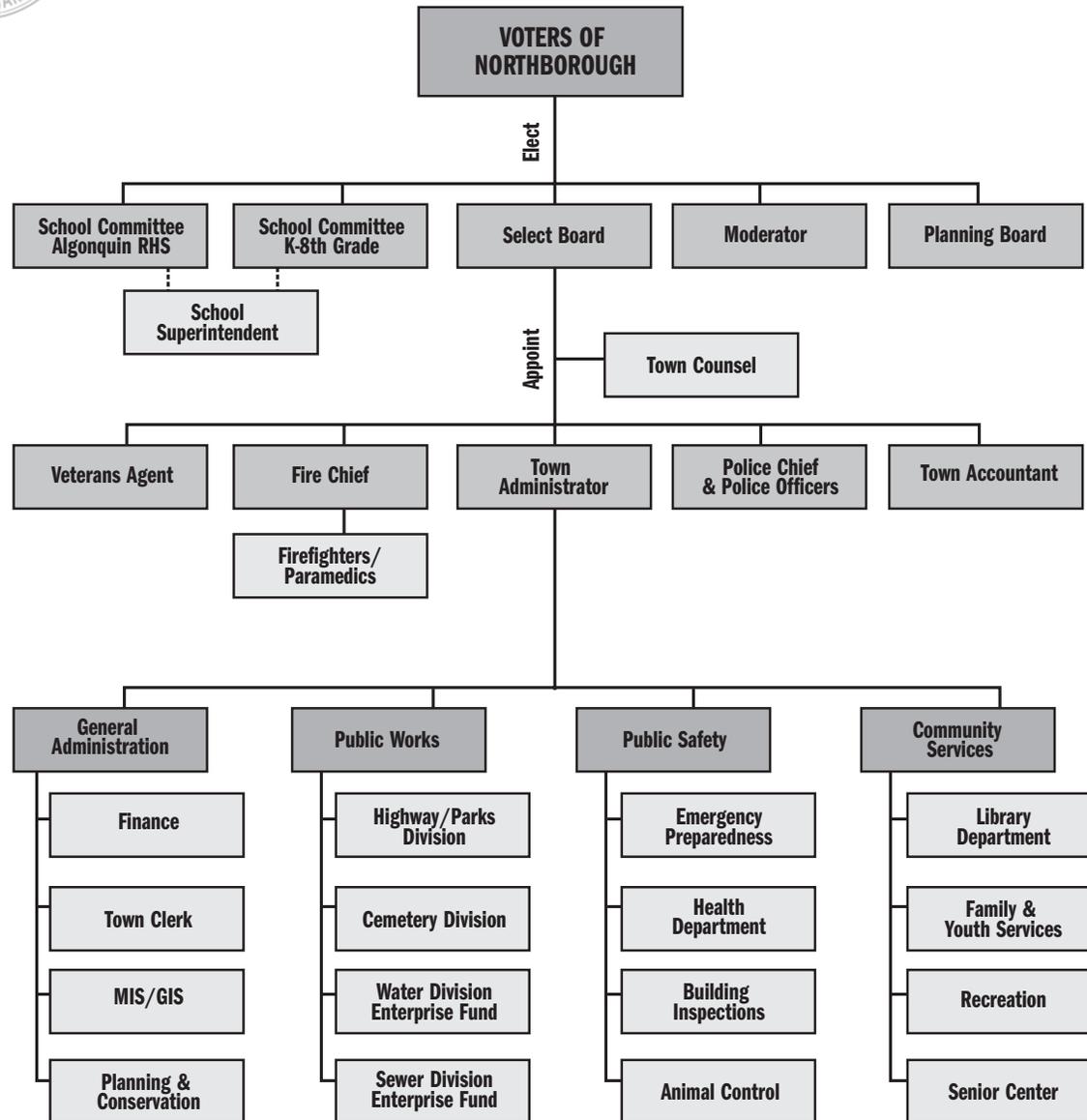
townadmin@town.northborough.ma.us



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

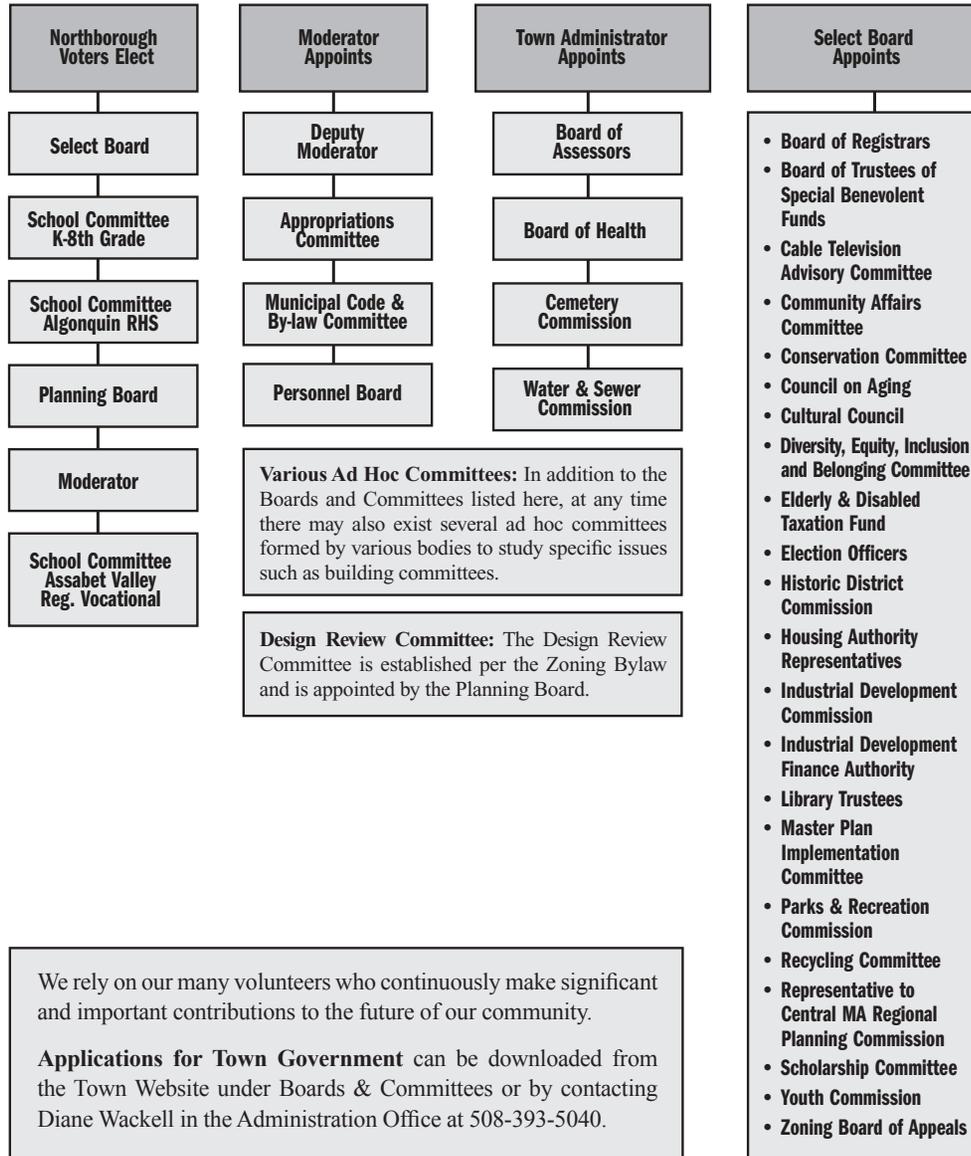


Personnel Appointing Authority

- **Voters** elect the Select Board, School Committees, Planning Board and Town Moderator.
- **The Northborough K-8 School Committee and the Algonquin Regional High School Committee** appoint the Superintendent.
- **The Select Board** appoint the Town Administrator, Fire Chief (Chief appoints firefighters/paramedics), Police Chief, Police Officers, Town Counsel, Town Accountant and Veterans Agent. The Select Board 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 Select Board, 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



We rely on our many volunteers who continuously make significant and important contributions to the future of our community.

Applications for Town Government can be downloaded from the Town Website under Boards & Committees or by contacting Diane Wackell in the Administration Office at 508-393-5040.

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 Select Board, 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 Select Board 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 Select Board 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, Select Board, and three members and two alternates appointed by the Select Board 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 Select Board, Planning Board, Housing Authority, Council on Aging and five members appointed by the Select Board, 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, 2nd District

James P. McGovern



Officers of the Commonwealth of Massachusetts

Governor

Maura Healey

Lieutenant Governor

Kimberley Driscoll

Secretary of the Commonwealth

William Francis Galvin

Treasurer

Deborah B. Goldberg

Attorney General

Andrea Campbell

Auditor

Diana Dizoglio

District Attorney

Joseph D. Early, Jr.

Governor's Council 7th District

Paul M. DePalo

State Senator 1st Worcester District

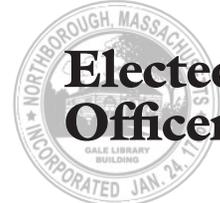
Robyn K. Kennedy

State Rep. 12th Worcester District (Pct. 4)

Meghan Kilcoyne

State Rep. 19th Worcester District (Pct. 1, 2, 3)

Kate Donaghue



Elected Officers

Moderator

Frederick A. George

Deputy Moderator

Gerald Hickman

Select Board

Mitch Cohen, Chair

Julianne Hirsh

Kristen Wixted

Laura Ziton

Lisa Maselli

**Jason Perreault*

**T. Scott Rogers, Chair*

Planning Board

Kerri Martinek, Chair

Millie Milton

William Pierce

Amy Poretsky

Anthony Ziton

Assabet Valley Regional Vocational District School Committee

Virginia Simms George

Northborough School Committee

Kelly Guenette, Chair

Lauren Bailey-Jones

Joan Frank

Bryce MacKnight

Kristen Willems-Tietjen

**Erin Tagliaferri*

Northborough/Southborough Regional School Committee

N-Sean O'Shea, Chair

N-Karen Ares

N-Christopher Covino

N-Joan Frank

N-Kathleen Howland

S-Paul Desmond

S-Kathleen Harragan Polutchko

S-Cathy Kea

S-Matthew Spencer

S-John Wysocki



Boards, Committees & Commissions

Council on Aging

Adrienne Cost, Chair

Jarl Anderson

Fran Bakstran

Linda Cragin

Allison DellaRovere

Theresa Lee

Paula Moore

Elizabeth Nasser

Virginia Simms George

Appropriations Committee

Scott Rogers, Chair

George Brenckle

Robert D'Amico

Janice Hight

Timothy Kaelin

**Richard Nieber, Chair*

**Anthony Poteete*

Board of Assessors

Lee Keomanivong, Principal

Paul Cibelli

Christopher Reidy

**Julie Brownlee, Principal*

Cable Television Advisory Committee

Richard Swee, Chair

Cemetery Commission

Catherine Cushman

Cheryl Fraser

Madison Jones

Community Affairs Committee

Suzanne Cieslica, Chair

Shehla Eledroos

Rebecca Foley Mihopoulos

Olia Groza

Jessica Hey

Pamela Markey

Jennifer Martin

Lisa Smith

**Tricia Olival*

**Jennifer Kenny*

Community Preservation Committee

John Campbell, Chair (Open Space)

Andrew Clark

Andrew Dowd (Housing Authority)

Sean Durkin (Parks & Rec)

Leslie Harrison (HDC)

Todd Helwig (Conservation)

Jeffrey Leland

Peter Martin

Millie Milton (Planning Board)

**Resigned/Term Expired/Other*



Conservation Commission

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

Cultural Council

Terry Underwood, Chair
Hannah Chen
Craig Cox
Suzanne Cox
Arthur Giacomarra
Loredana Tiron-Pandit
Jeanine Vitale
Jennifer Tolman
**Bich-Ngan Nguyen*

Design Review Committee

Amy Poretsky, Chair
Lisa Maselli
David Veron
**Dario DiMare*

Diversity, Equity, Inclusion & Belonging Committee

Mariam Ibrahim, Chair
Olia Groza
Mary-Alexandra Molina
Cynthia Moore
Seira Shalton
Virginia Simms George
Ashish Verma
Diane Wackell (Asst Town Admin)
Diedra Wrighting
**Melissa Diglio*
**Yong Tan*

Earthwork Board

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

Elderly & Disabled Taxation Fund Committee

Lee Keomanivong (Assessor)
Lisa Troast (Treasurer/Collector)
Cynthia Moore
**Jennifer Critchlow*

Financial Planning Committee

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

Fire Station Building Committee

Captain Daniel Brillhart
Mitch Cohen (SB)
Diana Nicklaus
Chief David Parenti
Dawn Rand
John Rapa (Financial Planning)
Thomas Reardon
Diane Wackell (Asst Town Admin)
**John Coderre (Town Admin)*
**Rebecca Meekins (Asst Town Admin)*

Groundwater Advisory Committee

**Theresa Capobianco*
**Bryant Firmin*
**Diane Guldner*
**Scott Rogers*
**Anthony Ziton*

Board of Health

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

Historic District Commission

Robert Licht, Chair
Leslie Harrison
Amanda Derosier Millette
Millie Milton
Brian Smith
Brian Swanson
Tom Reardon
**Normand Corbin, Chair*

HDC Alternate Members

Bruce Chute
Lorna Helms

Housing Authority

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

Industrial Development Finance Authority

George Pember, Chair
Francis McKenna

Library Trustees

Michelle Rehill, Chair
Brittany Burns
Mitch Cohen
Patricia Fontes
James Hogan
Jocelyn McElhiney
Bethany Tsamis
Richard Tucker
**Mary Crowley*

Master Plan Implementation Committee

Fran Bakstran
Tracey Cammarano
(Parks & Recreation Commission)
John Campbell
Jeanne Cahill
Ashley Davies (Open Space)
Julianne Hirsh (Select Board)

Master Plan Implementation Committee

Eugene Kennedy
Rick Leif
Millie Milton (Historic District Commission)
William Peterson, Jr.
(Financial Planning Committee)
Amy Poretsky (Planning Board)
Jennifer Tolman
**Adrienne Cost (Council on Aging)*
**Dario DiMare*

Municipal Code & Bylaw Committee

Theresa Capobianco
Marsha Hill
Andrea Leland
Megan Robbins
Brian Strand
**Mitch Cohen*

Open Space Committee

John Campbell, Chair
Brian Belfer
Paul Cacciatore
Daniel Clark (Conservation)
Ashley Davies
Leslie Harrison
Lisa Maselli
Paul Tagliaferri
**William Pierce (Planning Board)*
**T. Scott Rogers (Select Board)*

Parks & Recreation Commission

Mark Awdycki
Paul Cacciatore
Tracey Cammarano
Sean Durkin
Gary Maggiolino
**Faith Stevens*

**Resigned/Term Expired/Other*



Boards, Committees, Commissions

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
Chris Wilson
**Jane Walsh*

Board of Registrars

Andrew Dowd, Ex-Officio
Richard Hagen
James Harrington
Veronica Mueller

Scholarship Committee

Elizabeth Nolan
Christina Renzullo
Kerry Thornton-Genova
Vikram Verma
Chandra Vora
**Diane Irvine*
**Cynthia Moore*

Traffic Safety Committee

Rachael Armstrong
Bryan Cole
Chris Deacetis
Kate Girard
William Pierce
**Janeen Callaghan*

Traffic Safety Committee

**Mitch Cohen*
**Mark McMenemy*
**Jennifer Scalise*
**Laura Ziton*

Trails Committee

Brian Belfer, Chair
Jeff Cayer
William Cobb
Sherral Devine
Victor Jacek
Masafumi Kashii
Ginny Lemmerman
Dennis Lindberg
Paul Middleton
Robert Mihalek
James Stein
Marielle Stone
**Craig Cox*

Trust Funds Committee

Andrea Leland
Marcia Roman
Karen Scopetski

Water & Sewer Commission

John Meader, Chair
Bryant Firmin
David Pepe

White Cliffs Committee

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

Youth Commission

Gretchen Bean
Joan Clementi
Gila Schneider Nachum
Jennifer Lipton-O'Connor
Erica Zeiger
**Sherry Clark*
**Sandra Scott, Chair*

Zoning Board of Appeals

Fran Bakstran, Chair
Brad Blanchette
Suzanne Cieslica
Mark Rutan
Paul Tagliaferri
Jeffrey Gribouski – Alternate
**Jeffrey Leland – Alternate*



Town Administrator

Tim McInerney
**John W. Coderre*

Assistant Town Administrator

Diane Wackell
**Rebecca Meekins*

Executive Assistants

Lynda LePoer
**Diane Wackell*

Finance Director

Jason Little

Treasurer/Collector

Lisa Troast

Asst. Treasurer/Collector

Kristi Beaulac

Asst. Tax Collector

Marijane Pescara

Financial Assistant

Ashley Snell

Assistant Town Accountant

Katie Holt
**Peter Crepeault*

Principal Assessor

Lee Keomanivong
**Julie Brownlee*

Assessors

Paul Cibelli
Christopher Reidy

Data Collector Assessor

Brian Fernandes

Assessor's Assistant

Patricia Mespelli

Town Clerk

Andrew Dowd

Assistant Town Clerk

Karen Wilber

Town Counsel

KP Law

Planning Director

Laurie Connors

Town Engineer

Scott Charpentier
**Fred Litchfield*

Administrative Assistant

Michelle Cilley

Conservation Agent

Vincent Vignaly

Conservation/Earthwork Board Secretary

Brenda DiCeglie
**Melanie Rich*

ZBA Board Secretary

Michelle Cilley
**Elaine Rowe*

Town Hall/Police Custodian

Hosannah Pires

**Resigned/Term Expired/Other*



Police Chief

William E. Lyver, Jr.

Police Lieutenant

Brian Griffin

Police Sergeants

Demosthenes Agiomavritis

Michael Bisset

Justin Faucher

Thomas McDonald

Jeremy Trefry

Detective Sergeant

William Griffin

Detectives

Christopher Buzzell

Kevin Fruwirth

Stephen Sullivan

Patrol Officers

Kostas Agiomavritis

James Anderson

Ryan Clark

Joshua Ferreira

Spencer Fuller

Connor Henry

Melissa Lonergan

Daniel Martin

Phillip Martin

Jacob Tondel

Matthew York

Special Officers

Erica Abro

James Bruce

Bruce Tait

Administrative Assistant

Karen Mueller

Supervisor of Communications & Records

Chris Carleton

Dispatchers

Christine Baganski

Amie Bullard

Christopher Cherry

Allie Gardell

Katie Mick

Amanda Stone

Fire Chief

David Parenti

Fire Captains

Daniel Brillhart

Patrick Doucimo

Patrick McManus

Robert Theve

**Frederick Hurst*

Firefighter/Paramedics

John Bain

Danti Brindisi

Tyler Dashke

Morgan Doyle

Christopher Goodney

Brian Hatch

Joseph LaFreniere

Jeremy Peters

Douglas Pulsifer

Joel Rosenkrantz

Ryan Snee

Christopher Tetreault

Ethan Ward

Todd Yellick

**Peter Galas*

**Anthony Riccardo*

**Erik Raposa*

**Cameron Tracia*

Call Firefighters/EMTs

Donald Charest

Brett Rand

Michael Serapiglia

Administrative Assistant

Lorraine Cain

Chaplain

Richard Martino

Haz Mat Assistant

Michael Parr

Inspector of Buildings

Robert Frederico

Local Building Inspector

Christopher Lund

Administrative Assistants

Angie Sowden

Plumbing & Gas Inspector

A. Richard Desimone

Wiring Inspector

Robert Berger



Cable Access Director

Dana Volke

**Kathleen Dalgliesh*

Studio Assistants

Owen Jones

Kaylee Olson

Bonnie Strickland

Terry Underwood

**Terry Crean*

**Dana Volke*

MIS/GIS Director

David Kane

Assistant MIS/GIS Director

James DiGiulio

DPW Director

Scott Charpentier

Facilities Manager

Shawn Thompson

Administrative Assistants

Sarah Jean

Robert Luke

Highway/Parks Superintendent

David Robillard

Highway/Parks Supervisors

David Lane

Donald LeBlanc

Heavy Equipment Operators

Jason Bates

Christopher Carlin

Edward Faford

Richard Frederick

Lucas Szufat

Light Equipment Operators

Matthias Bradshaw

Robert Currier

Peter Wolochowicz

Mechanic

Michael Roberts

Water/Sewer Supervisor

Timothy Davison

Brennan Walters

Water/Sewer Maintenance Workers

Steven Jobs

Jeremy Weeks

**Taylor Cheverier*



Health & Human Services

Health Agent

Michael Seager

Administrative Assistants

Angie Sowden

**Katie Holt*

Senior Center Director

Kendra Faldetta

Program Coordinators

Linda DiMare

Food Service Coordinators

Victoria Killeen

Carolyn Harrington

Outreach Coordinator

Jocelyn Ehrhardt



Health & Human Services

Office Assistant

**Nancy Dragon*

Van Drivers

Thomas Boland

Robert Lang

Dennis Parker

Peter Stone

**James Bruce*

**Warren Johnson*

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

Katrina Ireland

Donna Kafel

Bonny Krantz

Kaitlin Stacy

Circulation Desk Supervisor

Kristen Bartolomeo

Library Assistants

Kimberly Arnold

Rachael Hutchins

Geneinde Jones

Karen Reynolds

Eric Wang

Lindsay Ward

**D. Yoshio Shartin*



Culture & Recreation

Substitute Library Assistants

Julie Celularo

Natalie Mikheeva-Gevorgyan

Srikala Muthukamaran

Josh Woolstenhulme

**Michael Long*

**Carlina Arsenault*

**Karen Reynolds*

Administrative Assistant

Kathleen Whitman

Library Pages

Cam Arcona

Adam Guggina

Henry McLarnon

Recreation Director

Allison Lane

Administrative Assistant

Maegan Wackell



Select Board

Mitch Cohen, Chair

Meeting Information

- The Select Board 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 online by looking up “Northborough Remote Meetings” or “Northborough Cable” on YouTube, by following links on the Cable Access Television department on the Town web site, or Charter 192 and Verizon 30 on Cable TV.

Transition was the 2023 theme for the Northborough Select Board and our senior staff. Even our name changed.

Town Meeting in April authorized our name change, from Board of Selectmen to Select Board. This followed many other towns in removing the gendered language, long archaic as we’ve had a long line of excellent women on the Board.

Longtime Board member Jason Perreault, along with first-term member Scott Rogers, opted to retire from the Board in 2023. Laura Ziton and Lisa Maselli joined with Jason and Scott’s departure, joining Julianne Hirsh, Kristen Wixted, and myself.

Our Town’s longtime Town Administrator, John Coderre, left in March for a position in another town. This began an eight-month process through two search rounds to find our new Town Administrator. In November we selected Tim McInerney, who began work in December. We are very thankful for two excellent Interim Town Administrators, Bob Reed and Mike Gallagher, for their help during the lengthy transition. This was also the year that our longtime Executive Secretary, Diane Wackell, was promoted to Assistant Town Administrator, replacing Becca Meekins.

Governor Visits Northborough Senior Center



Select Board members: Julianne Hirsh, Lisa Maselli, Gov. Maura Healey, Select Board chair Mitch Cohen, Select Board member Kristen Wixted, Lt. Gov. Kim Driscoll, Select Board member Laura Ziton.

The nation’s immigration crisis came to us in 2023. In July, the Town welcomed 100 Haitian refugees. The Commonwealth placed them at a Northborough motel, under the law guaranteeing housing for unhoused children and their families. The Town’s residents and government met this unexpected challenge with remarkable care. All members of the Board, not to mention countless staff and volunteers, helped our new friends with their needs - nutrition, medical, and so much more. The public contributed everything from clothing to baby formula and toys. We celebrated many birthdays together, and multiple births. By the end of 2023 the majority of adults had secured employment. Most families will be in permanent housing in the first months of 2024.

The Board supported forward movement on multiple

important town projects. The Fire Station Building Committee began meeting, after conclusion of a feasibility study four years earlier. By the end of the year, the Committee had selected a new architect, a project manager, and is anticipating bringing the project to Town Meeting in the fall of 2024. The Town Offices Feasibility Study Committee is determining long-term municipal space needs, after the Town reacquired the “Old Town Hall” building at 4 West Main Street. The Master Plan Implementation Committee prepared a substantial Downtown Revitalization Master Plan, presented in early 2024. Determining a reuse of White Cliffs/Wesson Mansion remains a challenge, after the Board rejected the sole proposal received following overwhelming community opposition. All these projects will continue into 2024, and benefit from the attention of our new senior staff.

JULY 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																				
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Town Administrator

Timothy P. McInerney, *Town Administrator*

Dear Members of the Northborough Community,

As we reflect on the past year, it is with a profound sense of accomplishment and gratitude that I present the Annual Report for the Town of Northborough. Our community has demonstrated resilience, innovation, and a steadfast commitment to our shared values, navigating challenges and seizing opportunities to foster growth.

2023 marked a year of significant change for our community. We bid farewell to our long-serving Town Administrator, John Coderre, as he pursued a new opportunity, leading to the subsequent appointments of Bob Reed and Mike Gallagher as interim Town Administrators during this period of transition.

Following an extensive selection process overseen by a committed and dedicated committee, I was privileged to be appointed as the new Town Administrator. On December 11, 2023, I officially assumed the role, eager to dedicate myself to serving our community with vision and commitment.

The year also saw several other key transitions within our staff. Kristin Black, our esteemed Health Director, left for a role with the Commonwealth of Massachusetts. Kristin was pivotal in coordinating many public health initiatives, including the emergency shelter in Northborough, and set high standards for professionalism in public health. Isabella Caruso has stepped in on an interim basis to fill Kristin's role, proving to be an invaluable asset. With the departure of Assistant Town Administrator, Rebecca Meekins, for a private sector opportunity, Diane Wackell, a 32-year veteran of the Select Board's office, was promoted to Assistant Town Administrator.

We witnessed the retirement of Chief William Lyver, welcoming Chief William Griffin as his successor. Jason Little's departure was felt deeply, but his return has been a stroke of luck for us. Fred Litchfield, our Town Engineer,



Northborough Town Offices, 63 Main Street

has transitioned to a part-time role, continuing to lend his expertise to our community.

I extend my deepest gratitude to all who have served, retired, or moved on to new opportunities. Local government plays a crucial role in ensuring our town operates smoothly, and having the right personnel is paramount. It's clear we have the right team in place to guide Northborough forward.

Northborough's financial stability underscores our commitment to fiscal responsibility, with a balanced budget achieved through prudent management and grant acquisitions, easing the tax burden on residents. Our dedication to infrastructure and sustainability is evident in various projects completed by the Building Department and Department of Public Works, ensuring safety and environmental preservation.

The Recreation Department's initiatives, such as the ADA-accessible playground and partnership with the Special Olympics, promote inclusivity and community engagement. The Police Department's drone unit and health initiatives led by the Health Department highlight our commitment to public safety and well-being. The Senior Center's diverse programs and Veteran's Services' support for veterans and their families further strengthen our community bonds. These achievements collectively showcase Northborough's

dedication to growth, sustainability, and community well-being.

Our comprehensive approach to community services, including educational programs by the Library and vital services by the Police and Fire Departments, reflects our commitment to enriching residents' lives. The Select Board made a notable shift to a more inclusive name from "Board of Selectmen" to "Select Board," reflecting a broader trend toward gender-neutral language. The Select Board advanced several key town projects, including the Fire Station Building Committee's progress toward a new fire station and the Town Offices Feasibility Study Committee's work on municipal space needs. Efforts to revitalize the downtown area continued, and while challenges remain, such as the future of the White Cliffs Mansion, the town looks forward to these initiatives progressing.

As we look to the future, we remain committed to the principles of transparency, engagement, and excellence in service to the Northborough community.

In conclusion, I extend my deepest gratitude to our town employees, volunteers, and residents for their dedication and support. Together, we are shaping a vibrant future for Northborough.

AUGUST 2024

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Finance Department

Jason Little, *Finance Director/Town Accountant*
 Lisa Troast, *Treasurer/Collector*
 Lee Keomanivong, *Principal Assessor*

The Town's financial position remains solid, having completed FY2023 with an unassigned fund balance in the General Fund of \$11.0 million. Total reserves remained steady with certified Free Cash at \$3.6 million and the Stabilization Fund balance at \$5.3 million. In total, the reserves represent approximately 15% of the FY2024 general fund budget. The Town's independent audit for FY2023 is currently underway in accordance with generally accepted auditing standards and is anticipated to be complete upon time of printing.



Northborough Combined Balance Sheet All Fund Types and Account Groups as of June 30, 2023 (Unaudited)

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	
ASSETS							
Cash and cash equivalents	11,879,334.57	12,830,405.79	6,747,690.96	10,085,416.83	12,704,581.27	0.00	54,247,429.42
Investments	500.00	0.00	0.00	0.00	0.00	0.00	500.00
Receivables:							
Personal property taxes	33,534.77	0.00	0.00	0.00	0.00	0.00	33,534.77
Real estate taxes	497,638.73	5,865.18	0.00	0.00	0.00	0.00	503,503.91
Allowance for abatements and exemptions	(2,138,716.74)	0.00	0.00	0.00	0.00	0.00	(2,138,716.74)
Tax liens	697,051.11	5,271.71	0.00	11,498.83	0.00	0.00	713,821.65
Deferred taxes	15,202.90	0.00	0.00	0.00	0.00	0.00	15,202.90
Motor vehicle excise	320,181.89	0.00	0.00	0.00	0.00	0.00	320,181.89
Utility liens added to taxes	0.00	0.00	0.00	21,131.87	0.00	0.00	21,131.87
Departmental	6,800.00	362,889.68	0.00	367,446.12	29,465.20	0.00	766,601.00
Special assessments	0.00	0.00	0.00	193,880.86	0.00	0.00	193,880.86
Due from other governments	111,695.88	342,100.09	50,000.00	0.00	0.00	0.00	503,795.97
Foreclosures/Possessions	303,079.61	434.99	0.00	0.00	0.00	0.00	303,514.60
Inventory	0.00	0.00	0.00	88,311.00	0.00	0.00	88,311.00
Amounts to be provided - payment of bonds	0.00	0.00	0.00	0.00	0.00	\$ 15,789,421.20	15,789,421.20
Total Assets	11,726,302.72	13,546,967.44	6,797,690.96	10,767,685.51	12,734,046.47	15,789,421.20	71,362,114.30
LIABILITIES AND FUND EQUITY							
Liabilities:							
Warrants payable	1,172,304.08	372,616.36	169,452.07	69,993.62	16,158.58	0.00	1,800,524.71
Accrued payroll	2,915,808.92	59,632.42	0.00	19,194.10	23,448.23	0.00	3,018,083.67
Withholdings	296,463.71	0.00	0.00	0.00	0.00	0.00	296,463.71
Deferred revenue:							
Real and personal property taxes	(1,607,543.24)	5,865.18	0.00	0.00	0.00	0.00	(1,601,678.06)
Tax liens	697,051.11	5,271.71	0.00	11,498.83	0.00	0.00	713,821.65
Deferred taxes	15,202.90	0.00	0.00	0.00	0.00	0.00	15,202.90
Foreclosures/Possessions	303,079.61	434.99	0.00	0.00	0.00	0.00	303,514.60
Motor vehicle excise	320,181.89	0.00	0.00	0.00	0.00	0.00	320,181.89
Utility liens added to taxes	0.00	0.00	0.00	21,131.87	0.00	0.00	21,131.87
Departmental	6,800.00	362,889.68	0.00	367,446.12	29,465.20	0.00	766,601.00
Special assessments	0.00	0.00	0.00	193,880.86	0.00	0.00	193,880.86
Due from other governments	11,169.08	31,704.75	50,000.00	0.00	0.00	0.00	92,873.83
Prepaid taxes/fees	20,934.78	373.56	0.00	37.75	0.00	0.00	21,346.09
Tailings	1,568.83	0.00	0.00	0.00	0.00	0.00	1,568.83
Agency Funds	0.00	0.00	0.00	0.00	223,889.01	0.00	223,889.01
Notes payable	0.00	732,000.00	3,646,000.00	0.00	0.00	0.00	4,378,000.00
Bonds payable	0.00	0.00	0.00	0.00	0.00	\$ 15,789,421.20	15,789,421.20
Total Liabilities	4,153,021.67	1,570,788.65	3,865,452.07	683,183.15	292,961.02	15,789,421.20	26,354,827.76
Fund Equity:							
Reserved for encumbrances	771,065.13	0.00	0.00	220,260.70	0.00	0.00	991,325.83
Reserved for expenditures	982,123.00	256,060.00	0.00	388,319.00	0.00	0.00	1,626,502.00
Reserved for continuing appropriations	10,000.00	893,640.16	2,932,238.89	0.00	0.00	0.00	3,835,879.05
Reserved for debt service	96,299.00	0.00	0.00	0.00	0.00	0.00	96,299.00
Reserved for premiums	0.00	126,905.28	0.00	0.00	0.00	0.00	126,905.28
Undesignated fund balance	5,713,793.92	0.00	0.00	0.00	0.00	0.00	5,713,793.92
Unreserved retained earnings	0.00	10,699,573.35	0.00	9,387,611.66	12,441,085.45	0.00	32,528,270.46
Investment in capital assets	0.00	0.00	0.00	88,311.00	0.00	0.00	88,311.00
Total Fund Equity	7,573,281.05	11,976,178.79	2,932,238.89	10,084,502.36	12,441,085.45	0.00	45,007,286.54
Total Liabilities and Fund Equity	11,726,302.72	13,546,967.44	6,797,690.96	10,767,685.51	12,734,046.47	15,789,421.20	71,362,114.30

SEPTEMBER 2024

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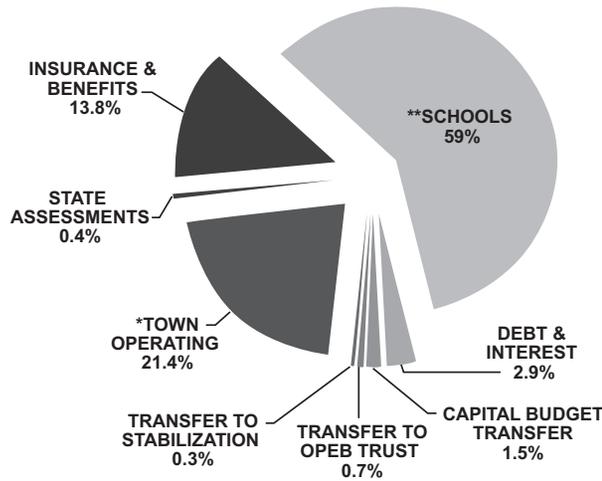


Finance Department

Budget in Brief

The FY2024 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 2024 Expenditures



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

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

FY2024 Budget

EXPENDITURES	FY2023 Budget	FY2024 Proposed	Variance	% Change
General Government (Town)	\$24,501,963	\$25,476,532	\$974,569	3.98%
Schools				
Northborough K-8	\$26,692,953	\$28,001,227	\$1,308,274	4.90%
Algonquin Reg. HS 9-12	\$12,833,497	\$13,421,085	\$587,588	4.58%
Algonquin Debt Exclusion	\$653,069	\$651,454	-\$1,615	-0.25%
Assabet Valley	\$1,155,301	\$1,175,405	\$20,104	1.74%
Assabet Valley Debt	\$130,004	\$126,176	-\$3,828	-2.94%
Warrant Articles				
Town Hall Reuse Article	\$10,000	\$0	-\$10,000	-100.00%
Reserve Fund	\$175,000	\$175,000	\$0	0.00%
Transfer to Stabilization	\$200,000	\$200,000	\$0	
Free Cash Capital Projects	\$2,024,000	\$1,105,000	-\$919,000	-45.41%
Transfer to OPEB Trust	\$300,000	\$550,000	\$250,000	
Library Debt Service	\$299,530	\$288,895	-\$10,635	-3.55%
Senior Center Debt Service	\$321,175	\$316,665	-\$4,510	-1.40%
Lincoln Street Debt Service	\$998,675	\$973,975	-\$24,700	-2.47%
Fire Station Debt Service	\$64,498	\$338,500	\$274,002	100.00%
Other Funds	\$854,621	\$891,826	\$37,205	4.35%
Adjustments	\$4,417		-\$4,417	-100.00%
Subtotal General Fund	\$71,218,703	\$73,691,740	\$2,473,037	3.47%
Water Enterprise Funds	\$2,636,103	\$2,772,795	\$136,692	5.19%
Sewer Enterprise Fund	\$2,397,488	\$2,508,481	\$110,993	4.63%
Solid Waste Enterprise Fund	\$928,113	\$1,040,684	\$112,571	12.13%
Subtotal Enterprise Funds	\$5,961,704	\$6,321,960	\$360,256	6.04%
TOTAL ALL FUNDS	\$77,180,407	\$80,013,700	\$2,833,293	3.67%



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 approximately 6,200 taxable real and personal property accounts, of which 4,077 are single family residences. Various new development projects have provided \$41 million of new growth valuation and our total assessed valuation for FY2024 has increased to \$4.26 billion. Town's tax base is diverse, with the ten largest taxpayers accounting for 14.2% 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.



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, 2023 have been submitted. 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 2023 statements will reflect implementation of GASB Statements through #87. The most impactful of which require actuarial valuations be performed to determine the Town's long-term Other Post Employment Benefit (OPEB) and Pension obligations. Scanlon & Associates, LLC has completed the majority of the audit of the Town's financial records. Copies of the audited statements will be available in the office of the Town Clerk and from the Town Accountant's webpage once completed.

Top Ten Taxpayers in Fiscal Year 2024

Taxpayer	Nature of Business	Total Assessment	Tax Amount	% of Levy
AVB Northborough Inc	Large Apartments	\$107,154,370	\$1,530,164	2.52%
Bcore Hillside LLC	Distribution Warehouses (Amazon)	\$92,588,000	\$1,322,157	2.18%
LBA NCC_Company XXXII LLC	Distribution Warehouses	\$68,423,600	\$977,089	1.61%
G&I IX Forbes Whitney LLC	Manufacturing Warehouses	\$52,296,400	\$746,793	1.23%
Iron Mountain Information Management LLC	Warehouse-Data Center	\$63,560,750	\$907,648	1.49%
RGMZ Northborough OP 1 WE LLC	Part of Mall	\$49,099,800	\$701,145	1.15%
RPT Northborough LLC	Part of Mall	\$48,152,600	\$687,619	1.13%
Massachusetts Electric Company	Utility Company	\$45,057,280	\$643,418	1.06%
TREA One Beeman Road LLC	Distribution Warehouse (Fedex)	\$40,669,500	\$580,760	0.96%
Reep-Ind Lyman MA LLC	Distribution Warehouse (McKesson Medical)	<u>\$35,136,700</u>	<u>\$501,752</u>	<u>0.83%</u>
		\$602,139,000	\$8,598,545	14%

****Total Assessments include combined Real and Personal Property****

Valuation by Classification

VALUATION	FY20	FY21	FY22	FY23	FY24
Residential	2,295,831,540	2,314,669,040	2,477,238,501	2,880,725,430	3,104,019,303
Open Space	0	0	0	0	0
Commercial	358,803,898	359,720,799	358,896,411	393,427,410	440,748,073
Industrial	316,627,605	390,419,470	432,581,490	498,684,179	583,896,022
Personal Property	102,343,000	103,867,420	110,860,060	115,406,940	583,896,022
TOTAL VALUATION	\$3,073,606,043	\$3,168,676,729	\$3,379,576,462	\$3,888,243,959	\$4,712,559,420
TAX RATE (per thousand)	\$17.25	\$17.12	\$16.49	\$14.79	\$14.28
AVERAGE HOME VALUE	\$461,744	\$461,432	\$496,961	\$579,799	\$624,468
AVERAGE TAX BILL	\$7,965	\$7,900	\$8,195	\$8,575	\$8,917



Town Clerk & Election Registration

Andrew T. Dowd, *Town Clerk*

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

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

Dog Licensing

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.

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

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

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

If you have any questions about licensing, please contact the Town Clerk's Office at **508-393-5001** or e-mail: townclerk@town.northborough.ma.us. To fax a certificate please dial 508-393-6996 or text 508-393-5001

The Town of Northborough currently has over 1,900 licensed dogs.

The Town Clerk serves as the Chief Election Official and as such is responsible for all Elections; local, state, and federal. In 2023 the Town Clerk's office conducted the following elections: May 9th, Annual Town Election.

State Law now requires Early Voting and Vote by Mail for all Elections.

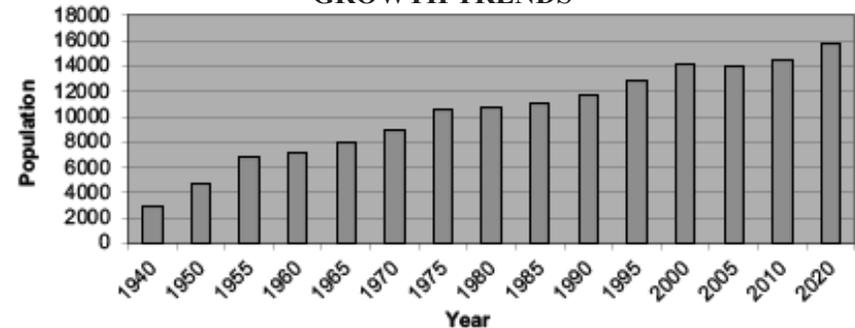
All 4 voting precincts are located at Melican Middle School 145 Lincoln St. Register to Vote online www.RegisterToVoteMA.com

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.

REGISTERED VOTERS – as of 12/31/2023

PRECINCTS	1	2	3	4	TOTAL
American Independent	3	2	4	0	9
America First Party	0	0	0	1	1
Conservative	1	3	2	3	9
Democrats	614	614	610	558	2406
Green Rainbow	0	1	1	3	5
Inter 3rd Party	0	2	1	0	3
Libertarian	8	11	7	7	33
MA Independent	3	2	1	1	7
Pirate	0	0	1	0	1
Pizza Party	1	0	1	0	2
Republicans	277	298	305	300	1179
Unenrolled	2081	1918	2055	2063	8117
United Independent Party	2	6	5	3	16
TOTALS	2990	2856	2992	2949	11787

GROWTH TRENDS



VITAL STATISTICS for 2023

Births – 110 Deaths – 123 Marriages - 62*

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

OCTOBER 2024

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Planning Department

Laurie A. Connors, *Planning Director*
Vincent Vignaly, *Conservation Agent*

Planning Board

The 5-member elected Planning Board ensures that land development in Northborough meets the criteria set forth in state and local land use regulations. The process involves reviewing subdivision, site plan, special permit, and scenic road applications. The Planning Board places a high priority on encouraging residential, commercial and industrial development while maintaining the existing character of the town; preserving the integrity of our residential neighborhoods; and protecting our natural resources.

The Planning Board meets twice a month to review development applications, update zoning bylaws and associated regulations, and discuss long-term planning goals. In 2023, applications before the Board included: approval of two Approval-Not-Required (ANR) plans, site plan approval of major enhancements to the Algonquin Regional High School athletic complex, a municipal dog park, and a wireless co-location application, and site plan approval and issuance of groundwater special permits for two industrial projects. The Planning Board also approved modifications to a construction phasing schedule for a third industrial development. An application for site disturbance of land area was ultimately withdrawn without prejudice by the applicant. The Planning Board also provided feedback to the Zoning Board of Appeals on 3 projects that were before that Board for site plan approval. In September 2023, the Planning Board adopted a new fee schedule after comparing Northborough's fees with those of abutting and similarly sized communities.

The Planning Board and the Planning Director 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 Planning Director serves as staff to the Planning Board, Zoning Board of Appeals, Master Plan Implementation Committee, Community Preservation Committee, and Design Review Committee. 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 Select Board, serve to hear and decide applications for special permits, variances, site plans, appeals, and comprehensive permits. Eighteen applications were filed in 2023. These applications include variances, special permits and site plan approvals. Seven variances, one special permit to alter a pre-existing, non-conforming structure, three special permits for use, three special permits for use with site plan approval, and six groundwater special permits were reviewed and approved by the Board. One special permit was modified. Two special permits with site plan approval were denied. In October 2023, the Zoning Board of Appeals adopted a new fee schedule.

Conservation Commission

The Conservation Commission is a seven-member board appointed by the Select Board. 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 issued 36 permits in 2023 (not including the Stormwater Management and Land Disturbance permits). The Commission worked with the Conservation Agent to implement the local Stormwater Bylaw and supporting regulations. As the regulatory stormwater authority for the Town, the Commission issued 8 permits under the local Stormwater Management and Land Disturbance bylaw, keeping the Town in compliance with EPA requirements. The Commission also continued work to establish a three-year contract for invasive plant management in Bartlett Pond, and began contracting with a licensed forester to implement the two Forest Management Plans for Mount Pisgah and Edmund Hill Conservation Area properties.

Master Plan Implementation Committee

Implementation of recommendations of the 2020 Master Plan began in 2021 with the appointment of the Implementation Committee. The first major project undertaken by the 13-member Master Plan Implementation Committee (MPIC) was the development of a Downtown Revitalization Strategy & Design Report, which was completed in January 2024 by a consultant team lead by Weston & Sampson Engineers. Deliverables included a downtown vision document, analysis of existing conditions and project area, assessment of traffic volumes and movements, market analysis, three revitalization scenarios, and an implementation strategy. The planning process included a community outreach campaign that included an on-line survey, business workshop, 3 community workshops, and 9 televised meetings with the MPIC.

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. In 2023 Committee members created and launched an outreach campaign educating Northborough landowners about land conservation and resource protection.

Design Review Committee

The Design Review Committee works with applicants and architects to review proposed two-family, multi-family, commercial, and industrial developments. The purpose of design review is to promote architectural and ecological considerations for the betterment of the community. The Committee reviewed two projects in 2023, a proposed restaurant and a 5-unit multi-family building.

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 2023 Annual Town Meeting, \$1,026,060 was allocated for administrative activities and five projects pertaining to historic preservation, affordable housing, and open space/recreation.

NOVEMBER 2024

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Engineering Department

Fred Litchfield, P.E., Town Engineer

The Engineering Department provides staff support and reviews all projects that are submitted to the Earthwork Board, Planning Board, Zoning Board of Appeals, and the Groundwater Advisory Committee. The Town Engineer normally works closely with the Recycling Committee but this year 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 2022, the Earthwork Board met six (6) times, held eleven (11) public hearings, and issued eleven (11) new permits. More meetings were held than in 2021 as Covid – 19 concerns lessened a bit, however meetings were held remotely as allowed by Governor Baker’s July 16, 2022 Order Extending Certain Amendments to 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 2022 the Groundwater Advisory Committee met five (5) times and made recommendations regarding seven (7) projects.

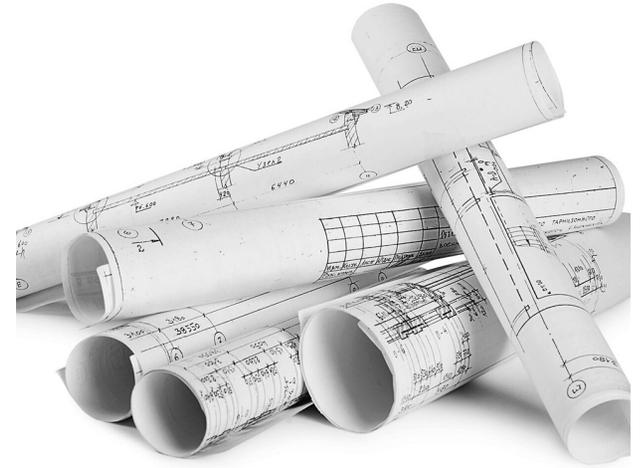
Mass DOT Projects

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 and road opening permits for projects proposed along the state highway involving Town utilities.

Collection of Solid Waste and Recycling

In July of 2022, the Town exercised its option to extend the current 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. 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 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”

In November of 2022, the Massachusetts Department of Environmental Protection instituted a ban on the disposal



of Mattresses and Box Springs which requires them to be recycled. Due to staffing limitations the Town is not able to collect these items but have provided residents with some options which are listed on the Trash and Recycling page of the Town’s website.

The annual swap event TAKE IT OR LEAVE IT DAY was not held this year due to Covid – 19 concerns. 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 270 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 2023.

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.



Police Department

William Lyver, Chief of Police

The year 2023 was busy for the Northborough Police Department. We welcomed two new officers to the department, Officer James Anderson and Officer Matt York. We also said good-bye to Chief Bill Lyver who retired on December 31, 2023. Chief Lyver worked for over forty years at the police department, and for the last seven years he served as chief. We will be forever grateful for his leadership and dedication to the department.

Calls for Service

During 2023 the police department provided 18,626 incidents of police service. We responded with and assisted the Northborough Fire Department with 1,219 medical emergencies, fire and rescue calls.

The following programs and services continued during 2023:

- **“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.
- **Gun Buy Back Program:** In partnership with Umass Medical a dedicated day in December where individuals can turn in unwanted firearms in return for grocery store gift cards.
- **A.L.I.C.E (Alert, Lockdown, Inform, Counter and Evacuate) drills:** Along with the school superintendent’s office we provide training and guidance in school emergency response to intruders and other threats. We also provide similar safety planning and training with businesses and houses of worship

- **C4RJ (Communities for Restorative Justice)** is in its sixth year. This is a diversion program for young offenders and young adults who commit minor criminal offenses
- **Jail Diversion/Co-responder program.** The Advocates provides our department with a mental health clinician who is available to respond to calls with officers. This program deals effectively with persons with mental health issues and substance use disorders.
- **CIMS overdose program:** In conjunction with the Worcester County District Attorney’s Office, drug overdoses are tracked county wide. Resources are provided to the individual and family members who are struggling with addiction.

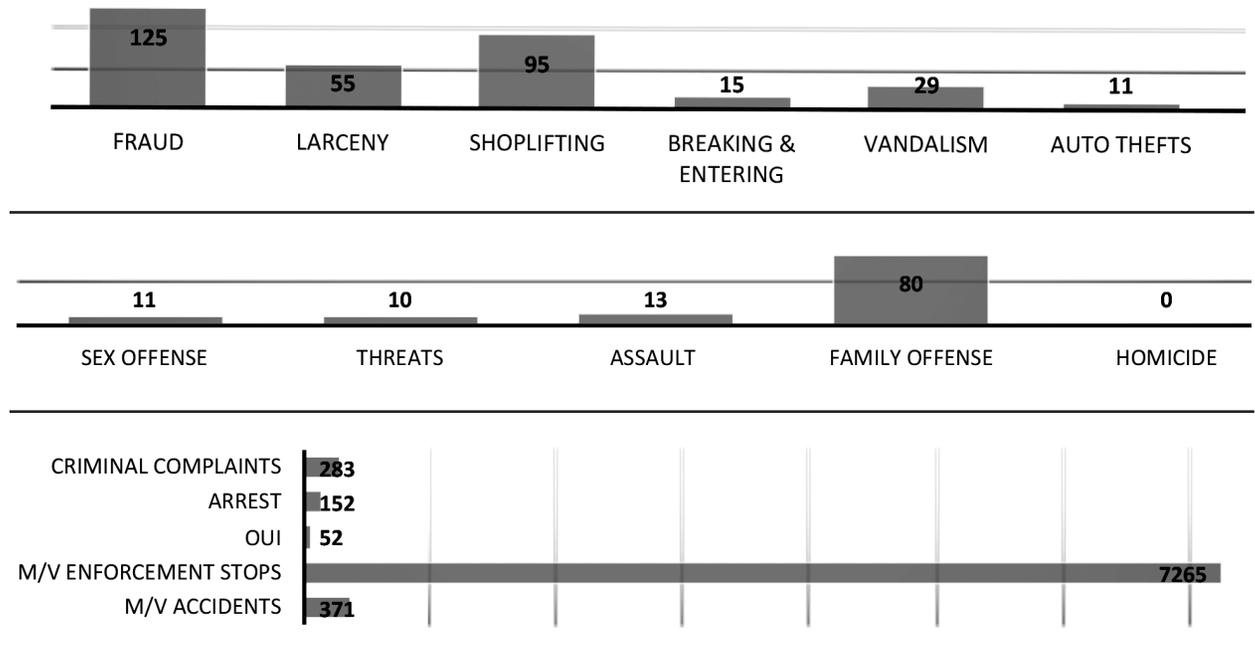
- **Drone:** In 2023 we officially introduced a drone unit. Three Northborough Police officers received extensive training and certification which allows them to safely operate the drone for various department needs. We have deployed the drone in instances of lost children, looking for suspects who were believed to be on foot, and we assisted the fire department with aerial footage during the Mr. Pisgah forest fire.



Det. Chris Buzzell and Ofc. Steve Sullivan operating the drone during the Mr. Pisgah fire.

I wish to thank the residents of Northborough for the continued 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 our proud tradition of excellence, dedication, professionalism, and service to our community.

Pictured in the charts below is a snapshot of some of the incidents that we have been involved in during 2023:



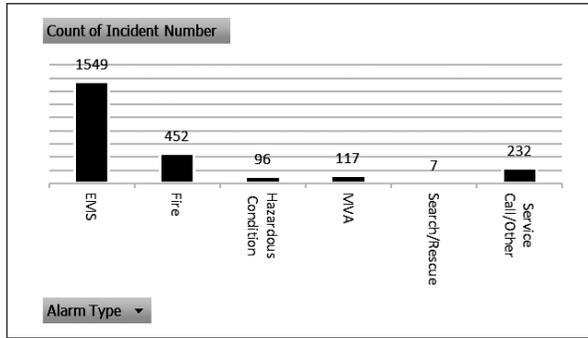


David Parenti, Fire Chief

Operations

In 2023, NFD responded to 2,453 incidents. We conducted 108 details for a total of 640 man hours. These details included Welding Standby, Blasting, Ambulance Standby, Fire Watch and others.

The incident breakdown by type was:



Personnel interacted with 1,600 patients and transported 1,358 patients for a total of 9,996.1 patient loaded miles (scene to the hospital), 850 at the advanced life support level and 749 at the basic life support level. We initiated 1,065 IV's.

The department responded to 18 building fires (including mutual aid responses) and averaged 204.17 calls a month with a high of 215 and a low of 182.

Firefighters participated 1,355 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.

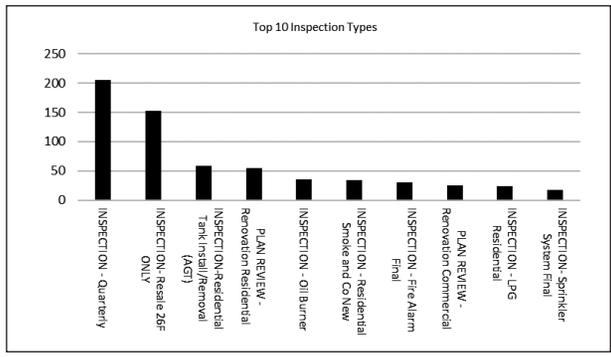
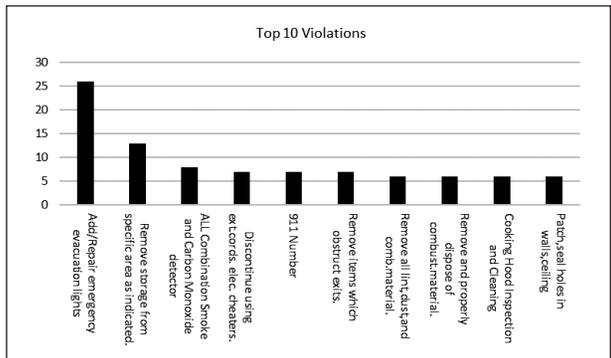
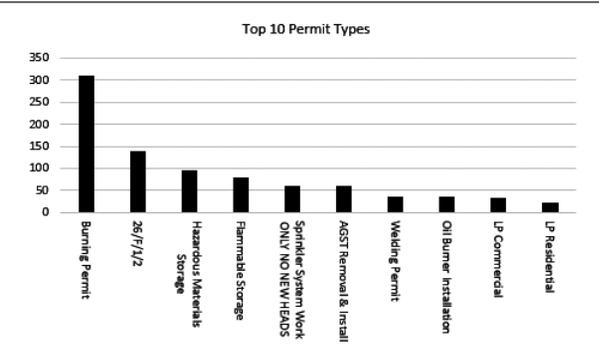
We had 15 firefighter injury/exposures, with 6 injuries resulting in lost time.

The department interacted with 900 citizens during 50 public safety events. The top 5 event types are shown:

TYPE	COUNT
Fire Prevention - Senior Safe	22
Fire Prevention - Elementary School	6
Fire Prevention - Preschool	1
Public Education - CPR	5
Public Education Other	3
Public Relations	3
School Fire Drill	10

Fire Prevention

In 2022, the department issued 928 permits. These permits encompassed everything from open burning permits to tank removal. We conducted 855 inspection/plan reviews and identified 297 violations.



Three Elements of a Fire Safety Plan for home and work

PLANNING

- Fire drills in your home and at work are great way to be prepared for an emergency. Know how to use a fire extinguisher before you need.

PRACTICE

- Can you dial 911 from your office phone? Do you know the address? Do your children know how to call? Don't assume someone else will call!

REPORTING

- Fire extinguishers, escape plans, and clearly marked exits increase your chances of survival in a fire.

DECEMBER 2024

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Building Department

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

The Building Department has the responsibility of upholding the Massachusetts Building, Mechanical, Wiring, Gas, and Plumbing Codes, along with the standards set by the Massachusetts Architectural Access Board. Our commitment ensures that the residents of Northborough have access to secure and dependable structures for both living and working. Additionally, we enforce the Northborough Zoning Bylaws, promoting a harmonious coexistence with the community's preferences. This department collaborates with homeowners and contractors, seeking opportunities to enhance communication and streamline the permitting process. Our commitment to ensuring safe and compliant structures for the community remains unwavering, and we continue to adapt to evolving challenges.

The building industry continues to evolve, and the effects are widespread. Rising prices of materials, supply chain issues, and the lack of qualified personnel continue to cause sporadic issues, but the contractors in our area state that there is a continued backlog of work to be done. The permit count and resultant receipts from 2023 reflect the vitality of the economy. The approximate total value of permitted work (excluding solid fuel stoves, pools, demolition, signs) in Northborough during 2023 was \$54,295,927.00 which is far above average.

We strive for superior customer satisfaction for all your building and zoning needs. Our ViewPoint cloud based permitting software system allows greater flexibility for our customers and improves operations in the office. The Town's building website is constantly being updated to reflect current code requirements, and will provide more information for architects, contractors, and homeowners.

In 2023 the Town of Northborough saw the completion of several commercial upgrades and new tenant fit outs in addition to increases to residential additions, alterations, and replacements. Of particular interest is the increase of work to reduce energy consumption.

Technology and practices within the trades is evolving at a rapid rate, and we are always looking at these changes to keep abreast with the latest developments.

The Massachusetts State Building Code will update to the 10th Edition sometime in 2024. Ahead of this, the Massachusetts Residential Energy Code updated on January 1, and the Commercial Energy Code updated on July 1, 2023. Although these changes are fraught with new requirements and regulations, the Commonwealth is committed to the best use of our natural resources. These new regulations will

provide for the safest and most energy efficient new and renovated buildings to date.

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

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

CATEGORY	REVENUE	PERMIT COUNT
Total Building / Mechanical Permit Fees	\$387,522.40	1115
Total Certificate of Inspection Fees	\$2,610.00	65
Plumbing Revenue	\$14,961.00	332
Gas Revenue	\$5,865.00	249
Wiring Revenue	\$21,673.00	663
COMBINED TOTAL 2023	\$432,631.40	2424

Description	2017	2018	2019	2020	2021	2022	2023
Single Family Houses	15	11	6	8	10	6	9
Attached Single Family	2	0	0	0	0	0	1
Residential Addition/Alteration/Repairs	177	212	190	182	217	313	348
Non-Residential: New Construction	2	8	8	0	4	4	2
Non-Residential: Add/Alt/Repairs	49	45	50	51	47	52	86
Roofing/Siding/Windows	169	190	163	147	188	198	270
Garages	2	3	4	1	3	1	2
Sheds/Barns	8	9	6	7	3	4	5
Decks/Porches/Gazebos	40	32	53	45	37	43	56
Swimming Pools	9	9	12	11	13	15	9
Stoves	18	25	14	11	15	14	17
Signs/Awnings	46	61	46	32	39	54	44
Demolitions	11	27	8	11	5	7	7
Tents/Trailers	9	9	12	6	7	12	13
Foundations	2	1	2	1	0	0	0
Mixed Use/Change in Use	1	2	1	0	0	0	0
Wireless Comm. Facility	5	5	1	5	1	12	1
Solar Panels	46	63	56	53	41	51	109
Insulation	21	47	123	79	123	143	136
Retaining Walls/Other	2	3	2	2	9	1	0
TOTALS	634	762	757	652	762	930	1115

JANUARY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
DECEMBER 2024 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	FEBRUARY 2025 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		1 New Year's Day	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 Inauguration Day MLK Jr. Day	21	22	23	24	25
26	27	28	29	30	31	



Isabella Caruso, Interim Health Director

The Health Department, under the guidance of the Board of Health, promotes and protects the health and wellness of residents, employees, and visitors. This is accomplished through the development and implementation of programs focused on disease surveillance and prevention, environmental health inspections, health promotion, education, and outreach. Through the enforcement of federal, state, and local statutes and regulations, we strive to protect and preserve the health of the community and the environment.

Encompass, a community coalition serving the residents of Northborough and Southborough, was awarded a \$625,000 grant from the federal Drug-Free Communities (DFC) Support Program. The Town of Northborough will serve as the fiscal agent administering this five-year grant and has hired a full-time DFC Coalition Coordinator to oversee coalition programming. Encompass is focused on preventing and reducing substance misuse in Northborough and Southborough.

The Health Department continues to serve as host for the Greater Boroughs Partnership for Health (GBPH). This grant supports our Health Agent, Epidemiologist, and contracted Public Health Nurses, for the 4-town region supporting Northborough, Boylston, Southborough, and Westborough. Programming includes our free Home Wellness Check program, blood pressure clinics, and Narcan Training program. In the past year, our staff has conducted 58 Home Wellness Checks, offered blood pressure screenings at the Northborough Senior Center twice a week, and hosted 18 Narcan trainings, and distributed over 500 doses of Narcan to the community.

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 ran four flu vaccination clinics at the Northborough Town Hall, Melican Middle School, and Northborough emergency assistance shelter. We also hosted Wegmans Pharmacy at the Northborough Senior Center to offer high-dose flu vaccines for seniors. Clinics were supported by Medical Reserve Corps volunteers. Over 400 flu shots were administered at clinics hosted at the Town Hall, Melican Middle School (for teachers), shelter site, and Algonquin Regional High School (drive-through) in the fall. Contracted nurses also administered approximately 20 flu vaccines to homebound residents upon request or referral.

Permits/Licenses and fees collected and deposited with the Town Treasurer for the 2023 calendar year amount to \$52,915.00. Grants received in 2023 calendar year amount to \$585,856.23, which includes the Public Health Excellence Grant Program for Shared Services (\$460,856.23) and the Drug-Free Communities (DFC) Support Program (\$125,000.00).

The Greater Boroughs Partnership for Health is also supported by rollover funds (\$260,362.00) from the Local Health Support for COVID-19 Case Investigation and Contact Tracing Grant from the Massachusetts Department of Public Health, originally awarded in 2021. Funds from this grant can be used to maintain sufficient epidemiologic staff and public health nursing and other related programming.

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2023 calendar year:

Body Art Establishment License Renewal	10
Body Art Practitioner License Renewal	27
Food Establishment (New: change of ownership or use)	8
Food Establishment Permit Application (Temporary)	31
Food Establishment Renewal	78
Food Truck Annual Permit	4
Funeral Director Permit	1
Horse Registration License - No Fee	2
Hotel / Motel License to Operate	1
Recreational Camp	1

Septage Hauler License	5
Septic Decommissioning Application - No Fee	1
Septic Installer License	9
Septic Permits	70
Soil Test	31
Stable Permit	5
Swimming Pool Application	3
Title 5 Records	94
Tobacco Product Sales Permit	14
Well Permit	6

The Health Department, through its contract with the Salmon VNA, also investigated the following communicable diseases in MAVEN for the 2023 calendar year.

Babesiosis	3
Borrelia miyamotoi infection	0
Campylobacteriosis	1
Giardiasis	1
Group B streptococcus	0
Hepatitis B	2
Hepatitis C	1
Human Granulocytic Anaplasmosis	4
Influenza	27
Legionellosis	1
Lyme Disease	32
Novel Coronavirus	294
Salmonellosis	2
Streptococcus pneumoniae	1
Varicella	0
Viral Hemorrhagic Fevers	0
Viral Meningitis	0
Yersiniosis	1

FEBRUARY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
JANUARY 2025 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	MARCH 2025 S M T W T F S 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 President's Day	18	19	20	21	22
23	24	25	26	27	28	29



Public Works Department

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

The Northborough Department of Public Works (DPW) encompasses multi-disciplinary Divisions including Administration, Water, Wastewater, Highway, Parks, Trees, Cemetery, Solid Waste, and Facilities. 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.

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. 2023 included issuance of 143 permits, 17 more than 2022, segregated as follows:

6	Sewer Connection Permits
19	Water Service Permits
26	Trench Permits
77	Road Opening Permits
15	Drainlayer Authorizations

The Department faced a below average winter snowfall in the 2022/23 season, which included a total snowfall

depth in Northborough of 29.5 inches over 14 individual weather events. There were numerous instances of icing conditions which required application of approximately 4,150 tons of salt.

Pavement management efforts for 2023 consisted of a variety of pavement treatments including, full depth reclamation, mill and overlay, rubber chip seal, 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. 2023 work efforts included improvements to approximately 8.8 miles or 11% of our Town roadways and approximately 0.5 miles of reconstructed sidewalks located along the full reconstruction roadways.

Through the support of Community Preservation Funds, the Cemetery Division was able to secure a successful bid for beautification efforts at the Brigham Street Burial Ground. The work included removal of many dead and diseased trees, soil amendment, seeding, and installation of a decorative granite and chain surround.

The Water and Sewer Division continued to provide safe and reliable utilities to our Northborough customers. The sewer division continued the annual systematic pump station improvements. This allows the Department to take an incremental approach to pump station upgrades in lieu of complete and costly reconstruction. A new backup generator was installed for the Town Hall Pump Station which completes our compliance with the recently released Federal requirement. The water division implemented communication, controls, and water quality improvements to the Assabet Hill Water Storage Tank. Work included remote monitoring capabilities and a non-mechanical mixing system.

The recently created facilities division engaged consultants to complete a facilities condition assessment of all municipal buildings. This will provide a mechanism to monitor, maintain, and replace equipment in a proactive instead of reactive manner. In addition, the division completed a self-evaluation and transition plan in accordance with the Americans with Disabilities Act. The information gained will aid in moving the Town toward becoming a more accessible and inclusive service provider to all members of the community.

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



MARCH 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	FEBRUARY 2025 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	APRIL 2025 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 Ramadan Begins
2	3	4	5	6	7	8
9 Daylight Savings Time Begins	10	11	12	13	14 Holi	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29



Council on Aging/ Senior Center

Kendra D. Faldetta, Director
www.town.northborough.ma.us

The Northborough Senior Center, at 119 Bearfoot Road, remains a vibrant hub of activity, dedicated to fostering a community of well-being and vitality among our senior citizens. Our mission is to enhance the quality of life for the older adults of Northborough by providing essential services and serving as a center for social engagement, recreation, and fitness.

At the heart of our center is Bistro 119, where lunches are served from Monday through Thursday, attracting both familiar faces and new visitors alike. The bustling atmosphere of Bistro 119 and the entire senior center thrives, thanks in large part to the invaluable contributions of our dedicated volunteers. To those who generously invest their time in supporting us, we extend our deepest gratitude. Without their unwavering commitment, both Bistro 119 and the Senior Center would undoubtedly be diminished. While we continue to be busy with our classes, workshops, Bistro 119 and activities we have added additional programming in 2023.

In 2023 we had 22,597 people check in using our MySeniorCenter online program. This includes people using services like outreach, the public health nurse, exercise, art, recreation and more. In the past year we have added new programs including Rockin' the Boroughs Senior Chorus, Social Bridge, and more.

This year we hosted a town wide Trunk-or-Treat, that had approximately 800 visitors; this is one of our favorite days of the year. In conjunction with the India Society of Worcester we had a fantastic Diwali celebration, where participants were able to learn about Indian culture and try Indian food. We worked together with the Chinese American Society of Northborough-Southborough to host a special celebration for Asian heritage month. Rabbi Rachel from B'Nai Shalom in

Westborough joined us for an evening of interfaith education. 2023 was a year of learning, exercising and enjoying. We are excited to see our numbers continue to increase and look forward to welcoming you. Our newsletter continues to be a

great way to get our programs out to people. You can find us on Facebook at the Northborough Senior Center, we post up to date activities, pictures and information about the center. We hope to see you at the senior center in the coming year.



Diwali at the Northborough Senior Center



Ron, Paula and Henry with Massachusetts Governor Maura Healey



Celebrating Veteran's Day with Chef Vicki



Northborough Senior Center Staff at Trunk-or-Treat

APRIL 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
MARCH 2025 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	MAY 2025 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 Passover
13	14	15	16	17	18 Good Friday	19
20 Easter	21 Patriot's Day	22	23	24	25	26
27	28	29	30			
Annual Town Meeting 						



Jennifer Bruneau, Director

Website: www.northboroughlibrary.org
Phone: (508) 393-5025
Fax: (508) 393-5027
Email: jbruneau@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, Mango Languages, and LinkedIn Learning.
- Engaging story times and early literacy programs for children.
- Public computer use, high speed internet, printing, faxing, and copying services.

Achievements

- The library was nominated by Congressman Jim McGovern for the **2024 National Medal for Museum and Library Service**. This annual award is presented by the Institute of

Museum and Library Services and recognizes outstanding libraries and museums of all types and sizes that deeply impact their communities. Finalists for the award will be announced in the spring of 2024.

- The **Northborough Community Resource Guide** was given a comprehensive update, with the second version being made available online and in print in the fall of 2023. This project was originally produced by the Be Well Northborough initiative.
- The library took over management of the **Northborough Guide** in the summer of 2023, and is looking to expand this site as a resource for residents to learn more about their community, share upcoming community events, and find local businesses.
- As of July 1, 2023, the library successfully restored Monday morning hours of operation. Funding for the additional staff time needed for the first year of this expansion came from donations to the library’s Annual Appeal.

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 audiobooks, TV, movies, music, and ebooks.



LinkedIn Learning: Access to video courses taught by industry experts in software, creative, and business skills.



Mango Languages: Language learning that incorporates native-speaker audio and cultural context into an immersive learning tool.



Library staff and Algonquin High School students at the Haunted Library event.

MAY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
APRIL 2025 S M T W T F S 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	JUNE 2025 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	5	6	7	8	9	10
11 Mother's Day	12	13 Annual Town Election	14	15	16	17
18	19	20	21	22	23	24
25	26 Memorial Day	27	28	29	30	31



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.

The Recreation Department offers over 300 programs in Town, at locations including the Rec Center, the Town Hall Gymnasium, parks, Northborough schools and various vendor locations. We offer programs for preschool kids ages through adults throughout the year.

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 K – 6 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.

Parks and Recreation built an ADA playground at Assabet Park. It has been open to the public for almost a year. Successfully took over the Turkey Trot fundraiser and raised over \$11,000 in 2022, and \$14,000 in 2023.

Successfully worked with Town Depts and BeWell Northborough to create the last day of school Fun Day. We had over 800 people come and join the fun.

Parks and Recreation built 6 pickleball courts at Ellsworth McAfee Park.

Developed a relationship with the Special Olympics. Successfully ran 4 programs this past year with them. We are now working with the Towns of Shrewsbury and Southborough to create new programming for people with disabilities. We are calling our initiative Rec Connect.

The Recreation Department is responsible for scheduling the use of all playing fields in town. (Excluding Algonquin) The Department is also responsible for scheduling the 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 Select Board. The Commission meets once a month to discuss issues and policies that affect the local park facilities and recreation programs.



Pickleball Courts at Ellsworth MacAfee Park

JUNE 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																																		
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Family & Youth Services Department

First and foremost, Family & Youth Services Director June David-Fors retired in September of 2023. On behalf of the Select Board, the Town’s administration and its residents, we would like to take this opportunity to extend our thanks and appreciation to June for her nineteen years of loyal, dedicated and conscientious service to the Town of Northborough during her tenure as Director of Family & Youth Services; especially for her promotion of community spirit and strong compassion for the youth and their families. Her invaluable wisdom and leadership will always be remembered and appreciated.

In 2023, in an effort to enhance outreach and preventive programming and to address and adapt to the changing needs of our community, the Town hired the Collins Center to conduct a review of the operations and structure of the Family & Youth Services (FYS) Department, due to concerns with staffing levels and service gaps. The Collins Center report noted parallel and overlapping programs and initiatives with other departments and recommended the Town conduct a “strategic evaluation of the human, community, and health services provided by the Town”.

In November 2023, following June’s retirement, all FYS staff positions were vacant, including the part-time counsellor and part-time administrative assistant. At that time, the Town submitted a Scope of Services for a Strategic Assessment for a Health and Human Services Model. Soon after, Central Massachusetts Regional Planning Commission (CMRPC) was hired and started the project in December 2023.

A community resident survey conducted by the CMRPC, of which 182 responses were received, a strong community desire for more accessible mental health support and substance use prevention services was highlighted. Also, as part of the strategic assessment, CMRPC conducted 22 interviews with Town staff and local organizations, as well as 8 interviews with model communities. The interviews emphasized the importance of addressing service gaps,



Veterans’ Services

Jeff Farrell, CMVSD District Veterans’ Director

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.

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.

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’

particularly for the 18-65 age group, and highlighted opportunities for greater collaboration across municipal departments and community organizations.

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.

Benefit Administration

In 2023, the Central Massachusetts Veterans’ District administered Massachusetts General Law Chapter 115 benefits totaling \$38,168.85. Benefits are generally reimbursed to municipalities by the Commonwealth at 75%.

2023 Overview

The District is served by a full-time Veterans’ Services Director and one full time Veterans’ Services Officer. 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. Current walk-in hours and contact information is available at www.centralmassvets.org or by calling (774) 293-2208. .

Payments to public assistance recipients in Northborough under Massachusetts General Law, Chapter 115 totaled \$38,168.85 in 2023. As of December 2023, there are 125 Northborough residents collectively receiving \$2,213,049.00 annually through the VA’s disability and pension programs. Pictures and information on these events can be found on the Central Massachusetts Veterans’ District Facebook page.

In closing, thank you to all who have endlessly supported the FYS Department, especially the current and former members of the Northborough Youth Commission.



The Scholarship Committee

Liz Nolan, Chair

The Northborough Scholarship Committee provides high school senior students residing in Northborough with some financial assistance for their post-secondary education.

The Scholarship Fund relies solely on the generosity of the community and does not receive any money from the town budget. The number of scholarships and the amount awarded each year is decided annually by the Committee based on available funds.

Direct donations can easily be made via an online link, by mailing a check, or by adding an amount to your tax bill in the designated area. A new tribute donation platform is also available.

In 2023, a total of \$3,300 in scholarship funds was awarded to seven students. Thank you to all who contributed to make these awards possible. The recipients were James Benestad, Julia Galas, Gabriel Gomes, Marianna LoRosso, Isabelle McNulty, Muhammed Sall, and Allison Silva. The students attended Assabet Valley Regional Technical High School, St. John's High School and Algonquin Regional High School. Recipients were invited to attend a Select Board meeting for acknowledgement of their awards.

Consideration is given to the student's financial need, employment and community service experiences, school/extracurricular activities, academic standing, and essay.

In 2024, the goal of the Committee is to continue to increase community awareness of the fund's existence to both donors and eligible recipients. Additionally, the Committee will prioritize fundraising efforts in the upcoming year to be able to expand the number of awards granted and increase the amounts awarded.

Recent fundraisers included an athletic shoe collection in conjunction with GotSneakers (\$350), which helps to keep sneakers out of landfills. The Committee also held



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).

In 2023, the MIS/GIS Department focused its efforts on implementing recommendations from recently completed IT and GIS Strategic Plans and a Cybersecurity Risk Assessment. Amongst the recommendations are increased use of multifactor authentication and encryption as well as providing cybersecurity training for all staff.

Also in 2023 the Town completed a significant upgrade to MUNIS (our financial and ERP applications), deploying new servers, databases and upgrading to the latest MUNIS version. A new email security and archiving solution was also deployed in 2023.

Efforts underway in 2024 include a new disaster recovery and backup solution, and revising or drafting a number of policies guiding acceptable use and data protection, amongst others. Furthermore, grant funding is being sought to develop and Cybersecurity Incident Response Plan.

These are just a sample of the many ways the Town strives to utilize information technology to consistently improve its services to Town residents, businesses and the general public. Point your browser to www.town.northborough.ma.us for the latest news and services available on the Town's web site.

its first annual online auction in November (\$2,319). The Committee's sale of Algonquin Regional High School graduation yard signs continues to be a successful effort.

Be on the lookout for information on upcoming fundraising events and thank you for your continued support.



Cable Access/ Television Department

Dana Volke, Director

The Cable Access Television Department provides continually evolving video content for our Northborough viewers. As we go beyond several years of Covid 19 restrictions, our audience has rediscovered community content like never before. With nearly three hundred locally produced videos this year, we have provided a broad range of government, informational, entertaining and educational content into your homes.

With funding provided through our recently re-negotiated contracts with Verizon and Charter, we have become a more vital informational resource for our residents who are busy, but still want to stay connected with their town government, schools and community. From live productions and replays on television as well as streaming and on demand available on our Northborough Cable YouTube channel we have made staying connected simple and convenient.

With over 2,300 subscribers and more than 60,000 views this year on our YouTube channel alone as well as Video on Demand and television replays, we are grateful for your continued support and look forward to providing you with even more content in the coming years.

WHERE TO WATCH

Public Access	Verizon 31	Charter 191
Education	Verizon 29	Charter 194
Government	Verizon 30	Charter 192

Search "Northborough Cable" on YouTube, Facebook, and Spotify

The Committee was established in 2001 and has six appointed volunteer voting members, along with a non-voting representative from the school district.

Scan the QR code for more information.





Community Affairs Committee

Suzy Cieslica, *Chair*

The Community Affairs Committee (CAC) continued its work of bringing Northborough together with multiple special and fun events.

February marked the celebration of our second Annual Kindness Week. The CAC worked with the Northborough school district and local groups to encourage residents, students and families to perform acts of kindness. Our Coffee Hours grew to four throughout the week. Additional events in town included a free Bollywood dance class, a book reading, a chair yoga class, and deals at local businesses. Schools and Town Departments hosted drives for NICU units and animal shelters. During our Kindness in the Common event, residents were invited to decorate a luminary (paper bag) with a note of kindness or positivity. Weighted down with granola bars (instead of the customary sand or stones), they were lit up and installed into a heart design. Attendees enjoyed donated hot cocoa to fight the chilly weather! Mitch Cohen, our unofficial drone photographer, took a beautiful picture of the heart from above. After the event, the granola bars were donated to the Northborough Food Pantry.

In April, we hosted the Annual Louise Houle Town Clean Up. Our event kicked off with a location assignment and garbage bag pickup at Ellsworth McAfee Park. We handed out DPW-supplied bags, and offered breakfast items from Wegmans and Dunkin' of Shrewsbury Street. Multiple environmental Northborough groups joined us as well. This event is always popular and residents volunteered throughout the weekend to beautify Northborough.

The Annual Summer Concert Series continues to be enjoyed by residents. We hosted five concerts celebrating a wide range of musical genres. Each event had a wide variety of food vendors. We were able to offer “free” face painting for residents again too! Bands love the beautiful location and residents appreciate the opportunity to relax

and enjoy the music. None of it would be possible without our generous sponsors: Massachusetts Cultural Council, Northborough Cultural Council, Gold Sponsors Carvalho and Roth Orthodontics, Flaherty Physical Therapy, Lexus of Northborough, Michelle Gillespie Realtor, and Silver Sponsors Main Street Bank, Mathnasium of Northborough, and St. Mary's Credit Union.

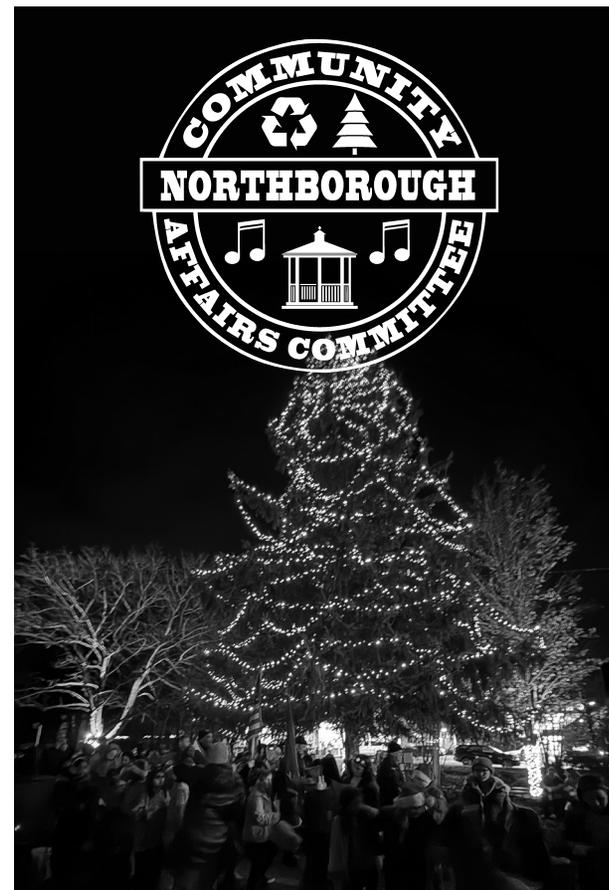
October marked our fourth year of the Jack-O-Lantern Stroll. This year we combined forces with the Northborough Recreation Department and their Scarecrow Display! Creative residents displayed their jack-o-lanterns at Assabet Park on shelving created by DPW. They were lit for all to enjoy.

We hosted three events in December. Our Annual Tree Lighting Ceremony was extremely well attended, and the weather was lovely! Our fifth grade chorus sounded great. Northborough House of Pizza generously donated pizzas and Wegmans provided hot cocoa and cookies. The Fire Department provided bins for a Toys for Tots drive. We also collected monetary donations for the Northborough Food Pantry. We even had high school volunteers earning their hours and helping out! The Honor Guard attended in Neil Ellsworth's memory.

Our Menorah Lighting took place on a beautiful evening. We had touching speeches to celebrate Hanukkah. We are so happy to continue this tradition!

We concluded the year with Light Up The Town—our community decorating event. Northborough Recreation provided a printable list and map of participating homes. Residents were able to follow the map to find creative lights and displays. We had over 3k “clicks” on our map!

The CAC members look forward to continuing our programs during 2024 and expanding upon the fun we bring to town! Thank you again for all of your support!





Terry Underwood, Chair

The Northborough Cultural Council (NCC) is a team of Select Board appointed volunteers, which supports the arts, music, humanities and interpretive sciences for the cultural enrichment, focusing on the community of Northborough. Funding for the NCC comes from the Massachusetts Cultural Council (MCC) and Town of Northborough. Using the priorities set forth by NCC and MCC, the funds are given out in the form of grants to eligible applicants.

A total of 18 grants in the amount \$6,995 were awarded in 2023. The people of Northborough have enjoyed the events, including concerts, events at the Senior Center, programming at the schools, library and elsewhere. During the year, with all this hard and thoughtful work going on, the members and community lost Craig Cox, treasurer for the NCC. He also volunteered on the Trails Committee, Scout Troop 1 and Assabet Valley Mastersingers. We wish to recognize Craig's can do attitude, six years of contributions and volunteerism, along with his wife Suzanne, who is the secretary for our team.

The year 2023 was exceptionally busy for the NCC members, ensuring that programming and events during the year included the 2023 Summer Concert series in the park, professional drama instruction at Algonquin High School, artist residencies, Northborough Area Community Chorus performances, support for an Open Mic Cafe and even Hip Hop Chair Dancing at the Senior Center. Truly something for everyone.

What has become a highlight for the NCC was the GoOutdoors temporary art exhibit along the walking path at Ellsworth McAfee Park. This project is part of the Public Art Campaign, a five year endeavor. A call for artists, followed by modest stipends, upcycled doors/ palette and a grand opening and community invitation to enjoy the fruits of

local and regional artists. After the artists have completed these doors, they are put up in the spring in the park, enjoyed by all, until the end of the exhibit and auctioned off as a fundraiser for the NCC, in support of other projects.

For the second time on the Town Common, the community enjoyed CultureFest 2023. Artists and performers came to entertain people throughout the day. Community organizations and groups were available to speak, recruit and inform. People enjoyed local food and could purchase original art in many forms. It even happened during the performance of the India Society drumming performance, that they called out the Greek dancing troupe and public to join in. No one could resist the fun on that day.

I have stated this every year while chair, but it cannot be said enough that the volunteer members of the Northborough Cultural Council are very grateful for the support that it receives from its members, community, town administration and state level. The NCC would also like to thank the DPW for their assistance in our many efforts. We rely on our volunteers to come up with ideas to enrich and benefit our community and always seeking to add to our council. Thank you for your continued support. Many thanks to our Select Board liaison, Julianne Hirsh. Our community, our culture.



GRANTEE	PROJECT	AMOUNT AWARDED
Assabet Valley Mastersingers, Inc.	Coronation Celebration: A Celebratory Choral Concert with Orchestra & Soloists	\$500
Elisabeth Hayden	Greens and Blooms	\$300
Northborough Area Community Chorus	NACC 2023 Spring and Christmas Programs	\$475
Aditya Pandit	Open Mic Cafe Northborough - Open Mic	\$200
Women of Note, Inc.	Women of Note 2022-2023 Concert Season	\$450
Northborough Town Common Committee	Family Music at Applefest Farmer's Market	\$400
Northborough Community Affairs Committee	2023 Summer Concert Series	\$1,000
Northborough Free Library	Chinese Calligraphy	\$350
Northborough Historical Society, Inc.	"Eleanor Roosevelt – The First Lady of The World" as portrayed by Sheryl Faye	\$300
Jacob Litoff	Charles River Sinfonietta, Inc.	\$300
Massachusetts Educational Theater Guild, Inc.	The Massachusetts High School Drama Festival	\$370
Fannie E. Proctor School	Crocodile River Music African Arts in Education Residency Program	\$600
Marguerite E. Peaslee Elementary School PTO, Inc.	Historical Women	\$450
St. Bernadette's Elementary School	A Day with Artist Rob Surette	\$350
Meredith Charles	Curriculum Support Through Drama Enrichment	\$300
MUSIC Dance.edu	Hip Hop Chair Dance for Seniors!	\$250
Josh Telepman	The Trail to Oregon	\$175
Barbara Black	Spring Concert	\$225
	TOTAL	\$6,995

Photography by Jeanine Vitale and Terry Underwood



Housing Authority

Ron Bonney, *Executive Director*
Rita Osborne, *Chair*

The Northborough Housing Authority (NHA) is a public agency that provides state-aided housing for low-income elderly, handicapped, and families. It is regulated by The Executive Office of Housing and Livable Communities (EOHLC) and must adhere to the strict regulations and funding requirements of EOHLC. This has become increasingly difficult with the rising costs of utilities, maintenance, materials, and supplies. The NHA is governed by a five-member board that is responsible for establishing policies, setting operational goals, overseeing finances, and creating public housing. The board meets on the first Wednesday of each month at 4:00 p.m. at 26 Village Drive. The NHA actively pursues ways to increase its public housing portfolio. A new application is being submitted to Community Preservation (CPC) and EOHLC for funding to build eight new units of elderly housing. 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 \$65,550 for one person to \$108,600 for eight people. The NHA also owns a building that houses eight 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, since 2014, the NHA has been managing four additional units of elderly housing on Centre Drive. These units were built by the Northborough Affordable Housing Corporation (NAHC) with the use of CPC funds. The NHA completed several capital property improvement projects this past year, including several vacant unit environmental efficiency projects removing oil heat and replacing outdated heating products with more efficient units, as well as window and roofing projects. Ron Bonney is the new NHA's Executive Director. Ron previously had worked at the Somerville Housing Authority from 1999 to 2023, and he was hired in Northborough in February 2023. Ron looks



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.

Our volunteers completed extensive regular maintenance plus the following special projects in 2023:

- Assabet Park Trail: repaired the storybook posts.
- Cedar Hill Trail: large and dangerous tree removals.
- Cold Harbor Trail West Main Street Trailhead: New kiosk, drainage improvements and trash cleanup.
- Coyote Trail: removed major fallen trees following storms.
- Edmund Hill Conservation Area –
 - Birdsong Trail bridge construction/repairs.
- Mount Pisgah Conservation Area –
 - Assisted in the Northborough Fire Department response to contain the 115 acre forest fire on 4/14-15/2023.
- New kiosk at Smith Road Trailhead.
- New and replaced signage.
- Water diversions constructed at eroded trail areas.
- Public outreach and education at the Northborough Applefest Booth.

The forest fire at Mt. Pisgah highlighted the need for clear and accurate trail maps, accessible trails, and emergency

forward to working with the Northborough community to add and improve our affordable housing stock. Julie Molloy continues as the Public Housing Coordinator of the NHA and handles much of the day-to-day operations.

response planning preparation. NTC has encouraged town agencies to address these needs.

The members researched and provided input to the Conservation Commission's efforts to implement the Mount Pisgah and Edmund Hill Forest Management Plans. Concerns were raised to ensure that the scenic and recreational aspects of the areas are protected.

Members supported the approval of the design and permitting of the ADA-compliant trail in Edmund Hill Conservation Area behind the Senior Center for those with mobility impairments. The trail loops through the woodland and down to a wetland and pond along a route that was designed by NTC member Forest Lyford. The project is sponsored by NTC and funded through the Community Preservation Committee (CPC).

The Chair attended discussions with the Shrewsbury Trails Committee to evaluate a trail connection behind Northborough Crossing northerly to Davis Street along the Hop Brook flood control dams.

Work continued to improve the digital mapping and public availability of the trail system in Northborough. The Committee worked with the town GIS staff, the Trustees of Reservations, and regional trails organizations to compile updated information.

Edmund Hill Woods Interpretive Trail was being utilized and received praise from the public. The 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 located at the trail.

The NTC is working with the Town to develop an engineering design to access the Assabet Bridge section of the Aqueduct Trail, which will create an off-road trail connection over the historic bridge across the Assabet River at Hudson Street. The NTC is awaiting permission from MWRA to update the permitting to allow structural analysis, and investigations for relocation of utilities, new decking, safety railings, and possible modification to the approaches.

Julie can be reached at (508) 393-2408 between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday. All housing applications are now submitted electronically through the state online portal, CHAMP.



Historic District Commission

Robert Licht, *Chair*

The Northborough Historic District Commission (NHDC) has two primary responsibilities:

- As the *Historic District Commission*, work with property owners within the two historic districts, to maintain the homes' historical street-view appearance.
- As the *Historical Commission*, identify, evaluate, and preserve historical assets, along with broaden community awareness of the historical heritage of the Town of Northborough.

The NHDC is a seven-member commission, with currently two alternates (maximum seven alternates), appointed by the Select Board. After seventeen years of distinguished service on the NHDC and serving the last five years as Chair of the Commission, Norm Corbin resigned from the NHDC in June and Bob Licht was elected the new Chair.

Northborough Historic Preservation Plan

Northborough's first Historic Preservation Plan was completed at the end of 2022. The plan is available on-line at: www.town.northborough.ma.us/historic-district-commission/files/northborough-historic-preservation-plan-2022

Chapter 7 of the Plan expands upon the objectives in the Northborough Master Plan of 2020, Section NCH2: "Maintain and Expand the Protection of Northborough's Historic Resources".

Historic District Related

The First Parish Unitarian Church submitted a proposal for CPA funds to the CPC for steeple repairs. This was approved by the CPC and will be subject to vote at the April 2024 Town Meeting.

NHDC notified the Building Department that, in addition to being in the Historic District, the First Parish Unitarian Church is under an Historic Preservation Restriction with the Town of Northborough.

Community Preservation Act (CPA) Projects

After approval at the 2022 Town Meeting, the Brigham Street Burial Ground improvement and beautification is nearly complete. A gravel parking area and stone posts with chain fence along Brigham Street was installed. Dead and diseased trees were removed, stumps ground, power raking, leveling and seeding were completed. With remaining CPA funds in the budget, granite stone markings around the graves and some trees will be planted in 2024.

Promote Awareness of Northborough's History - Historic Markers

- Two signs marking the Kizer section cemetery were installed with CPA funds. The signs are at the Howard Street and Whitney Street entrances.
- The CPA-funded historical marker for the Gale Library was approved at the 2023 Town Meeting. NHDC worked with the Library on the wording of the marker. The marker is being competed by Crown Trophy for installation in 2024.
- NHDC and the Nipmuc community worked with the Mass. Division of Capital Asset Management and Maintenance on the wording of historic markers commemorating farming at Westborough State Hospital and the Native American Trail. The historic markers are to be installed at the model aircraft field off of Lyman Street in 2024. The markers are funded by the DCAMM in consideration for demolition of Chauncy Hall and other condemned WSH structures in Northborough.
- The Wachusett Aqueduct Historic Marker, funded by the CPA, was discovered missing in early October. A report was filed with NPD and an article was published in the Community Advocate and on social media requesting its return; but to date, it has not been recovered. NHDC submitted a proposal for CPA funds to replace the marker. The proposal was approved by the CPC and will be presented for a vote at the Town Meeting in April 2024.

National Register Nominations Status

- The National Register application for the Howard Street Burial Ground and Cemetery was sent to the Massachusetts Historical Commission. The nomination is still pending but anticipated in 2024.

Outreach

- Bob Licht initiated the formation of a volunteer citizen committee; "Northborough Revolution 250" to commemorate the 250th anniversary of Northborough events during the Revolutionary War period that took place primarily from 1774-1776. The first full meeting of the Committee will be in January 2024 and currently has representatives from NHDC, Cultural Council, Community Affairs, Cable Access TV and the Historical Society.
- Welcome letters and letters of appreciation were sent to fifteen home owners of antique properties.
- This year, the NHDC shared a booth with the Northborough Historical Society (NHS) at the Applefest Street Fair.
- Norm Corbin gave a presentation on Northborough's Historic Districts at the January meeting of the NHS.
- The NHDC has made contact with the quaint town of Northborough, England, established in 656 AD.
- NHDC developed an information pamphlet for Proctor School, "The Life and Legacy of Fannie E. Proctor".
- NHDC met with the Shrewsbury Historical Commission to provided guidance on Historic Preservation Plans.
- NHDC members met with representatives of the Westborough Historical Commission and Historical Society to provide guidance to their historical marker program and tour Northborough's downtown markers.

Demolition Related

- After a demolition delay, the house and barns at 1 Lyman Street (at Bartlett) were demolished to make way for an industrial structure. The houses at 129 Maple Street and 162 Whitney Street were demolished after irreparable fire damage.
- The Stirrup Brook barn was deemed unsafe and demolished. However the old Stirrup Brook Inn (Dea. Jonas Bartlett House) on the property at 453 Main Street was sold and is being renovated.

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 per month. The website is: www.town.northborough.ma.us/historic-district-commission



Northborough School District

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 Committee



*Kelly L. Guenette,
Chairperson*



*Bryce A. MacKnight,
Vice Chairperson*



*Joan G. Frank,
Secretary*



*Lauren C. Bailey-
Jones*



*Kristen Willems
Tietjen*

Administration

Gregory L. Martineau, B.S., M.A.	<i>Superintendent of Schools</i>
Keith T. Lavoie, B.A., M.A.	<i>Assistant Superintendent of Operations</i>
Stefanie K. Reinhorn, AB, M.A.T., Ed.D	<i>Assistant Superintendent of Teaching and Learning</i>
Marie B. Alan, B.S., M.A.	<i>Director of Student Support Services</i>
Kathleen J. Clark, B.A., M.Ed.	<i>Assistant Director of Student Support Services</i>
Helene Desjardins, B.A., M.S., CCC-SLP	<i>Assistant Director of Student Support Services</i>
Julie G. Doyle, B.S., M.Ed.	<i>Director of Instructional Technology and Digital Learning</i>
Mary Ellen Duggan M.Ed., B.S.N., R.N., N.C.S.N.	<i>District Wellness Coordinator and Nurse Leader</i>
Jennifer M. Henry B.S., M.Ed., B.C.B.A., L.A.B.A.	<i>Early Childhood Administrator</i>
Megan K. Kelty, B.A., M.Ed.	<i>English Language Arts Coordinator PreK-8</i>
Deborah Q. Lemieux B.A., M.S.Ed., Ed.S.	<i>Assistant Director of Student Support Services</i>
Jennifer Lipton-O'Connor B.A., M.S., M.A., Ph.D.	<i>Social and Emotional Learning Coordinator</i>
Kathleen Lizotte, B.S., M.Ed.	<i>District Mathematics Coordinator PreK-5</i>
Ryan O'Leary, B.S.	<i>Director of Information Technology</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 Multilingual Learners and Equity</i>

Central Office Support Staff

Korriane Bardsley	<i>Southborough Financial Coordinator</i>
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>Human Resources Generalist</i>
Stephanie L. Cox	<i>Financial Accountant</i>
Elena Dako	<i>Regional Financial Coordinator</i>
Judy E. Davies	<i>Data Specialist</i>
Sheila A. Hana	<i>Transportation and Registration Specialist</i>
Cheryl M. Lepore	<i>Executive Administrator</i>
Julie K. Marshall	<i>Data Technology Specialist</i>
Kyle D. Parson	<i>Northborough and Southborough Manager of Food Services</i>
Pamela Roberts	<i>Northborough Financial Coordinator</i>
Mariana Silva	<i>Central Office Administrative Assistant</i>
Nena H. Wall	<i>Human Resources Administrator</i>
Caroline Willard	<i>Finance and Operations Administrator</i>
Deborah McLaughlin Young	<i>Multilingual Learner Specialist</i>



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. 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*, which emphasizes growth and achievement for students and staff in 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 research-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 prioritizes 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. Various activities and events provide social and emotional opportunities for parents and

students. These organizations offer grant opportunities for teachers to submit new and innovative ideas that enhance and enrich the current curriculum and schedule of events.

The Public Schools of Northborough emphasizes the importance of fostering an emotionally and psychologically safe school environment where 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 School Safety Protocols by enhancing its current practices, upgrading infrastructure to support best practices, and coordinating at all levels with health and safety personnel. Furthermore, creating a healthy school climate offers 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 participating in the MetroWest Adolescent Health Survey, which identifies student risk behaviors.

The Public Schools of Northborough provides 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 at the elementary and middle schools and a specialized program for students on the autism spectrum at the elementary and middle schools. Students participate annually in a district-wide Special Olympics, "Titan Games."

Education is at any community's heart and 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. The District's website provides information regarding enrollments, budgets, and school-related activities.

Grants

The following is a brief summary of federal and state grants received by The Public Schools of Northborough in 2023. 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 - \$64,550 (Federal funding)

Title I provides funding for interventions that benefit underachieving students by helping them 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 - \$24,670 (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 - \$12,238 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.



Northborough School District

Title IV Part A - Student Support and Academic Enrichment - \$10,000 Consolidated Grant (Federal funding)
 Title IV Part A of the federal Elementary and Secondary Education Act provides The Public Schools of Northborough with funds to build capacity and ensure that all students have access to a high-quality educational experience. The priorities of Title IV are to support well-rounded educational opportunities, safe and healthy students, and effective use of technology.

Early Childhood Special Education (ECSE) Program Federal Entitlement Grant - \$21,577 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.

Individuals with Disabilities Education Act (IDEA) Federal Special Education Entitlement - \$517,712 (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.

Genocide Education Grant - \$18,878 (State funding)
 The purpose of this competitive grant is to support teaching and learning related to the history of genocide. As stated in Chapter 98 of the Acts of 2021, “Every school district shall, for the purpose of educating middle and high school students, provide instruction on the history of genocide consistent with

the content standards articulated in the history and social science curriculum framework.” This grant supports the District in developing and/or selecting curriculum materials, implementing professional development, and designing enriching learning experiences to further secondary students’ understanding of the history and patterns of genocide.

Accelerating Literacy Learning Through High-Quality Instructional Materials - \$141,600 (State funding)

The purpose of this competitive grant program is to equip schools and districts with the high-quality core instructional materials needed to accelerate literacy learning, particularly as schools recover from extended closures and students require rich instructional support to accelerate their learning. The grant funded 50% of the purchase price of new core instructional materials for elementary literacy classes and the entire cost for the initial professional development for all elementary educators in relation to the new resources. The new literacy resources are for grades kindergarten through fifth grade.

Northborough Public Schools Enrollment by Grades - October 1, 2023

School	K	1	2	3	4	5	6	7	8	Total
Lincoln	37	42	44	58	45	56				282
Peaslee	40	40	57	54	45	45				281
Proctor	23	41	40	42	58	45				249
Zeh	42	42	42	42	44	43				255
Melican							174	197	200	571
Total	142	165	183	196	192	189	174	197	200	1,638

Town of Northborough School Financial Statement – for the 2023 Fiscal Year July 1, 2022 - June 30, 2023

APPROPRIATION:

Regular Education	\$ 17,923,895	
Special Education	\$ 8,769,058	
Total Appropriation		<u>\$ 26,692,953</u>

Total Appropriation \$ 26,692,953

EXPENDITURES:

ADMINISTRATION:

School Committee	\$ 13,689	
Superintendent's Office	\$ 148,137	
Administrative Support Services	\$ 645,621	
Total Administration		<u>\$ 807,447</u>

INSTRUCTION:

Supervision	\$ 237,346	
Principals' Offices	\$ 1,125,781	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$ 11,326,757	
Instructional Technology	\$ 274,728	
Professional Development	\$ 65,093	
Textbooks & Instructional Equipment	\$ 183,482	
Library/Media Services	\$ 671,463	
Guidance Services	\$ 292,914	
Total Instruction		<u>\$ 14,177,564</u>

OTHER SCHOOL SERVICES:

Attendance Services	\$ 10,689	
Health Services	\$ 601,351	
Pupil Transportation	\$ 473,234	
After School Activities	\$ 38,066	
Student Body Activities	\$ 3,257	
Total Other School Services		<u>\$ 1,126,597</u>

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$ 792,731	
Heating	\$ 182,532	
Electricity	\$ 337,041	
Telephones	\$ 34,217	
Gas	\$ 687	
Water	\$ 29,499	
Networking & Telecommunications	\$ 198,263	
Total Operation of Plants		<u>\$ 1,574,970</u>

MAINTENANCE:

Grounds	\$ 11,111	
Buildings	\$ 120,121	
Equipment	\$ 13,207	
Technology Maintenance	\$ 46,581	
Total Maintenance		<u>\$ 191,020</u>

LEASE OF BUILDING & EQUIPMENT: \$ 29,071

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS \$ 17,906,669

SPECIAL EDUCATION PROGRAMS

Legal Services	\$ 20,278
Supervision	\$ 274,882
Teaching (Salaries & Supplies)	\$ 6,082,358
Professional Development	\$ 3,618
Technology	\$ 7,722
Psychological Services	\$ 655,595
Health Services	\$ 97,385
Transportation	\$ 776,713
Equipment Maintenance	\$ 1,857
Programs - Other Schools in Massachusetts	\$ 711,131
Lease of Building & Equipment	\$ 2,118
Payments to Collaboratives	\$ 152,627

TOTAL EXPENDITURES SPECIAL EDUCATION \$ 8,786,284

TOTAL EXPENDITURES \$ 26,692,953

BALANCE RETURNED TO GENERAL FUND: \$ 0

SCHOOL LUNCH ACCOUNT

INCOME:		
Balance from FY22	\$ 236,564	
Total Receipts, FY23	\$ 959,260	
Total Revenues		<u>\$ 1,195,824</u>
Total Expenditures, FY23	\$ 860,556	
BALANCE TO FY24		<u>\$ 335,268</u>

SPECIAL ED - CIRCUIT BREAKER

INCOME:		
Balance from FY22	\$ 1,219,176	
Total Receipts, FY23	\$ 1,210,825	
Total Revenues		<u>\$ 2,430,001</u>
Total Expenditures, FY23	\$ 1,219,176	
BALANCE TO FY24		<u>\$ 1,210,825</u>



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Moderator Fred George announced that a quorum of at least 100 voters was present in the hall, explained the rules of the meeting and reviewed the consent agenda process. The meeting was called to order at 6:01pm.

Consent Agenda 1: Passed

Articles 1, 2, 3, and 10 are included in the consent agenda. Moderator Fred George read each article included in the consent agenda. No articles were held.

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

Kristen Wixted, Board of Selectmen, moved that the Town vote to raise and appropriate and transfer from available funds the sum of Twenty-Five Million Twelve Thousand One Hundred Twenty-Nine Dollars (\$25,012,129) for Town Government as displayed in the warrant booklet distributed at this Town Meeting, and to meet said appropriation, the following sums available for appropriation be transferred:

From:	
Transfer from Cemetery Sale of Lots	\$13,500
Transfer from Debt Exclusion Premium Reserve	\$500
Transfer from DPU Transportation Fund	\$2,278
Transfer from Conservation Commission Fees	\$2,478
Transfer from Fire Emergency Medical Services Revolving Fund	\$384,016
Transfer from Recreation Revolving Fund	\$159,969
Transfer from Animal Control Revolving Fund	\$28,000
Transfer from PEG Access Cable Related Fund	\$301,085
Free Cash	\$500,000

for a total of One Million Three Hundred Ninety-One Thousand Eight Hundred Twenty-Six Dollars (\$1,391,826) and that the sum of Twenty-Three Million Six Hundred Twenty Thousand Three Hundred Three Dollars (\$23,620,303) be raised by taxation.

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

Passed

Scott Rogers, Board of Selectmen, moved that the Town vote to raise and appropriate and transfer from available funds the sum of Six Million Three Hundred Twenty-One Thousand Nine Hundred Sixty Dollars (\$6,321,960) for the operation of the Water, Sewer and Solid Waste Utilities, in the amounts of Two Million Seven Hundred Seventy Two Thousand Seven Hundred Ninety-Five Dollars (\$2,772,795) for the Water Fund, Two Million Five Hundred Eight Thousand Four Hundred Eighty-One Dollars (\$2,508,481) for the Sewer Fund, and One Million Forty Thousand Six Hundred Eighty-Four Dollars (\$1,040,684) for the Solid Waste Fund; and to meet said appropriation, the following sums available for appropriation be transferred:

From:	
Water Fund Free Cash	\$222,795
Solid Waste Fund Free Cash	\$165,524

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy	\$345,160
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for a total of Seven Hundred Thirty-Three Thousand Four Hundred Seventy-Nine Dollars (\$733,479) and that the sum of Five Million Five Hundred Eighty-Eight Thousand Four

Hundred Eighty-One Dollars (\$5,588,481) be financed from Water, Sewer and Solid Waste Revenues.

MOTION ARTICLE 6: Northborough K-8 Schools

Budget *Passed*

Kelly Guenette, Northborough School Committee, moved that the Town vote to raise and appropriate by taxation the sum of Twenty-Eight Million One Thousand Two Hundred Twenty-Seven Dollars (\$28,001,227) for the operation of the Northborough Public Schools.

MOTION ARTICLE 7: Algonquin Regional High

School Budget *Passed*

Joan Frank, Regional School Committee, moved that 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 Fourteen Million Seventy-Two Thousand Five Hundred Thirty-Nine Dollars (\$14,072,539).

MOTION ARTICLE 8: Assabet Valley Regional

Vocational School District Budget *Passed*

Virginia Simms George, Assabet Valley School Committee, moved that 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 Three Hundred One Thousand Five Hundred Eighty-One Dollars (\$1,301,581).

MOTION ARTICLE 9: Establishment of Health

Department Revolving Fund *Passed*

Julianne Hirsh, Board of Selectmen, moved that the Town vote to amend Chapter 1-56 of the Northborough Town Code, section 1-56-051 Departmental revolving funds, paragraph E, by adding to the table of funds the text as shown in the warrant so as to establish a revolving fund authorized to and for the use of the Northborough Health Department, and to set the annual expenditure limit for fiscal year 2024 at One Hundred Fifty Thousand Dollars (\$150,000).

MOTION ARTICLE 10: Revolving Funds

Authorization of Expenditure Limits *Consent - Passed*

I move the Town vote to authorize revolving fund annual expenditure limits for Fiscal Year 2024 as shown in the table



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in the warrant and the warrant supplement distributed at this Town Meeting.

MOTION ARTICLE 11: Appropriations Committee Reserve Fund *Passed*
Julianne Hirsh, Board of Selectmen, moved that 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, the sum of One Hundred Seventy-Five Thousand Dollars (\$175,000) be transferred from Free Cash.

MOTION ARTICLE 12: Stabilization Fund Contribution *Passed*
Jason Perreault, Board of Selectmen, moved that the Town vote to appropriate the sum of Two Hundred Thousand Dollars (\$200,000) for transfer to the Stabilization Fund, and to meet said appropriation, the sum of Two Hundred Thousand Dollars (\$200,000) be transferred from Free Cash.

MOTION ARTICLE 13: Appropriation of Opioid Settlement Funds *Passed*
Julianne Hirsh, Board of Selectmen, moved that the Town vote to appropriate the sum of One Hundred Seven Thousand One Hundred Twenty-Three Dollars (\$107,123) for the use of the Town Administrator through the Board of Selectmen to provide for substance abuse abatement activities following the Town’s participation in the Statewide Opioid Settlements negotiated by the Massachusetts Attorney General, and to meet said appropriation the sum of One Hundred Seven Thousand One Hundred Twenty-Three Dollars (\$107,123) be transferred from Free Cash.

MOTION ARTICLE 14: Senior Tax Relief *Passed*
Mitch Cohen, Board of Selectmen, moved that the Town vote to increase the maximum qualifying gross receipts that seniors (persons 65 or older) may have in the prior calendar year to be eligible to defer property taxes under Massachusetts General Laws Chapter 59, section 5, clause 41A from \$20,000 to \$64,000; and to change the rate of interest that accrues on property taxes deferred under said clause 41A from 8% to 4%, with such rate to apply to taxes assessed for any fiscal year beginning on or after July 1, 2023.

MOTION ARTICLE 15 (CIP): Police – Police Cruiser Replacements (3) *Passed*
Jason Perreault, Board of Selectmen, moved that the Town vote to appropriate the sum of One Hundred Ninety Thousand Dollars (\$190,000) 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 Ninety Thousand Dollars (\$190,000) be transferred from Free Cash for expenditure in Fiscal Year 2023.

MOTION ARTICLE 16 (CIP): Police – Police Station Exterior Repairs & Painting *Passed*
Julianne Hirsh, Board of Selectmen, moved that the Town vote to appropriate the sum of Seventy Thousand Dollars (\$70,000) for the use of the Police Department to fund the repair and painting of the exterior of the Northborough Police Station and to meet said appropriation the sum of Seventy Thousand Dollars (\$70,000) be transferred from Free Cash for expenditure in Fiscal Year 2023.

MOTION ARTICLE 17 (CIP): Fire – Engine 1 Replacement *Passed*
Mitch Cohen, Board of Selectmen, moved that the Town vote to appropriate the sum of Nine Hundred Thousand Dollars (\$900,000) for the use of the Fire Department for the purchase of one new Engine 1, and to meet said appropriation the sum of Nine Hundred Thousand Dollars (\$900,000) be raised by borrowing, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 7(1) or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

MOTION ARTICLE 18 (CIP): DPW – Road Improvements and Maintenance *Passed*
Jason Perreault, Board of Selectmen, moved that the Town vote to appropriate the sum of Three Hundred Three Thousand Dollars (\$300,000) for Road Improvements and Maintenance, and to meet said appropriation the sum of Three Hundred Thousand Dollars (\$300,000) be transferred from Free Cash for expenditure in Fiscal Year 2023

MOTION ARTICLE 19 (CIP): DPW – 20-Ton Dump Truck with Spreader & Plow Replacement *Passed*
Mitch Cohen, Board of Selectmen, moved that the Town vote to appropriate the sum of Three Hundred Fifty-Five Thousand Dollars (\$355,000) for the use of the Department of Public Works for the purchase of a 20-ton dump truck with spreader and plow, and to meet said appropriation the sum of Three Hundred Fifty-Five Thousand Dollars (\$355,000) be transferred from Free Cash for expenditure in Fiscal Year 2023.

MOTION ARTICLE 20 (CIP): DPW – Highway Garage Tight Tank DEP Compliance *Passed*
Mitch Cohen, Board of Selectmen, moved that the Town vote to appropriate the sum of Four Hundred Seventy-Five Thousand Dollars (\$475,000) for the use of the Department of Public Works to fund the installation of a tight tank at the highway garage located at 190 Main Street, and to meet said appropriation the sum of Four Hundred Seventy-Five Thousand Dollars (\$475,000) be raised by borrowing, in accordance with the provision of Massachusetts General Laws, Chapter 44, Section 7(1) or any other enabling authority, and the Treasurer, with the approval of the Board of Selectmen, be authorized to issue bonds or notes therefor.

MOTION ARTICLE 21 (CIP): DPW – One-Ton Truck with Plow Replacement *Passed*
Scott Rogers, Board of Selectmen, moved that the Town vote to appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) for the use of the Department of Public Works for the purchase of a one-ton truck with plow, and to meet said appropriation the sum of One Hundred Fifty Thousand Dollars (\$150,000) be transferred from Free Cash for expenditure in Fiscal Year 2023.



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MOTION ARTICLE 22 (CIP): WATER – 15-Ton Dump Truck *Passed*

Scott Rogers, Board of Selectmen, moved that the Town vote to appropriate the sum of Two Hundred Twenty-Five Thousand Dollars (\$225,000) for the use of the DPW/ Water and Sewer Division for the purchase of a new 15-ton dump truck, and to meet said appropriation the sum of One Hundred Thirty-Five Thousand Dollars (\$135,000) be transferred from Water Enterprise Free Cash and the sum of Ninety Thousand Dollars (\$90,000) be transferred from Sewer Enterprise Free Cash for a total of Two Hundred Twenty-Five Thousand Dollars (\$225,000) for expenditure in Fiscal Year 2023.

MOTION ARTICLE 23 (CIP): SEWER – SCADA Phase II *Passed*

Scott Rogers, Board of Selectmen, moved that the Town vote to appropriate the sum of One Hundred Twenty-Five Thousand Dollars (\$125,000) for the use of the Sewer Division to complete the final phase of the SCADA project and to meet said appropriation, the sum of One Hundred Twenty-Five Thousand Dollars (\$125,000) be transferred from Sewer Enterprise Free Cash for expenditure in Fiscal Year 2023.

MOTION ARTICLE 24 (CIP): SCHOOL – Zeh Elementary School Rear Entrance Repair *Passed*

Kelly Guenette, Northborough School Committee, moved that the Town vote to appropriate the sum of Forty Thousand Dollars (\$40,000) for the use of the School Department to fund the repairs of the rear entrance of Zeh Elementary School, and to meet said appropriation the sum of Forty Thousand Dollars (\$40,000) be transferred from Free Cash for expenditure in Fiscal Year 2023.

MOTION ARTICLE 25: Algonquin Regional High School Athletic Complex Project *Passed*

Chris Covino, Regional School Committee, moved that the Town vote to approve the sum of Seven Million Nine Hundred Sixty Thousand Three Hundred Ninety-Three Dollars (\$7,960,393) borrowing authorized by the Northborough-Southborough Regional School District to pay costs of renovating and making extraordinary repairs and other improvements to the District’s athletic facilities, including, but not limited to: replacing the current football field and junior varsity practice field with turf fields, replacing the existing track, replacing the existing tennis courts, replacing the existing bleachers and press box to ensure compliance with ADA requirements, construction of a new outdoor amphitheater, renovations to the amenities building, and for the payment of all costs incidental and related thereto.

MOTION ARTICLE 26: 13 Church Street Easement *Passed*

Kristen Wixted, Board of Selectmen, moved that the Town will vote to accept an easement in, over and through a portion of the property located at and known as 44 West Main Street, Northborough for the purpose of access to and use, operation and maintenance of a Town-owned sewer pump station located thereon, with the easement area being generally shown as “Proposed Easement A” on a plan entitled “ANR & Easement Plan 13 Church Street Northborough Massachusetts ‘Old Fire Station’ Owned By Town of Northborough 63 Main Street Northborough, MA 01532” dated July 1, 2022 by Chappell Engineering Associates, LLC,” a copy of which is on file in the office of the Town Clerk, and in connection with the provision of a Town sewer service connection for the property at 44 West Main Street; and to authorize the Board of Selectmen and the Water and Sewer Commissioners to take all actions and execute all documents necessary in connection therewith.

MOTION ARTICLE 27: Change Name of Board of Selectmen to Select Board *Passed*

Kristen Wixted, Board of Selectmen, moved that the Town vote to authorize the Board of Selectmen to petition the General Court for special legislation to change the name of the Board of Selectmen to Select Board, in the form set forth in the warrant and warrant booklet distributed at this Town Meeting; and provided further that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to

the bill before enactment by the General Court, and that the Board of Selectmen is authorized to approve amendments which shall be within the scope of the general public objectives of the petition.

MOTION ARTICLE 28: Remove Residency Requirement for Town Administrator *Passed*

Jason Perreault, Board of Selectmen, moved that the Town vote to authorize the Board of Selectmen to petition the General Court for a special act amending the Northborough Home Rule Charter by deleting the fourth sentence of section 4-1 so as to eliminate the requirement that the Town Administrator be a resident of Northborough, in the form set forth in the warrant and warrant booklet distributed at this Town Meeting; and provided further that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and that the Board of Selectmen is authorized to approve amendments which shall be within the scope of the general public objectives of the petition; or take any action relative thereto.

MOTION ARTICLE 29: Consolidated Personnel Bylaw *Passed*

Kristen Wixted, Board of Selectmen, moved that the Town vote to amend the Consolidated Personnel Bylaw as reflected in the appendix to the warrant entitled “Article 29 – Consolidated Personnel Bylaw Amendments – 2023 Annual Town Meeting,” and to authorize and approve payment of FY2024 wage increases pursuant to Section 1-64-040(H) of the Personnel Bylaw subject to and upon the settlement of union contracts for fiscal year 2024.

MOTION ARTICLE 30: Community Preservation Fund – White Cliffs Debt Service *Passed*

John Campbell, Community Preservation Committee, moved that the Town vote to appropriate the sum of One Hundred Eighty-Eight Thousand Dollars (\$188,000) from the Community Preservation Fund revenues to the Northborough Community Preservation Committee for Fiscal Year 2024 debt service and expenses associated with the acquisition of the property at 167 Main Street.

MOTION ARTICLE 31: Community Preservation Fund – Administrative Fund *Passed*



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John Campbell, Community Preservation Committee, moved that the Town vote to appropriate the sum of Thirty-Eight Thousand Five Hundred Dollars (\$38,500) 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 2024.

MOTION ARTICLE 32: Community Preservation Fund – Affordable Housing Reserve *Passed*

I move the Town vote to appropriate the sum of Seventy-Seven Thousand Dollars (\$77,000) from the Community Preservation Fund revenues and place said amount in the Community Preservation Affordable Housing Reserve Fund.

MOTION ARTICLE 33: Community Preservation Fund – Construction of Dog Park *Passed*

John Campbell, Community Preservation Committee, moved that the Town vote to appropriate the sum of Three Hundred Forty-Seven Thousand Five Hundred Dollars (\$347,500) from the Community Preservation Fund revenues to the Northborough Recreation Department and Department of Public Works for construction of a dog park.

MOTION ARTICLE 34: Community Preservation Fund – Construction of ADA Accessible Trails at Senior Center *Passed*

John Campbell, Community Preservation Committee, moved that the Town vote to appropriate the sum of One Hundred Nineteen Thousand Dollars (\$119,000) from the Community Preservation Fund revenues and the sum of Two Hundred Fifty-One Thousand Dollars (\$251,000) from the Community Preservation Unreserved Fund for the total

sum of Three Hundred Seventy Dollars (\$370,000) to the Northborough Trails Committee and the Department of Public Works for the construction of an ADA-compliant accessible trail located at the Northborough Senior Center.

MOTION ARTICLE 35: Community Preservation Fund – Library Historic Marker *Passed*

John Campbell, Community Preservation Committee, moved that the Town vote to appropriate the sum of Five Thousand Sixty Dollars (\$5,060) from the Community Preservation Unreserved Fund to the Northborough Historic District Commission for the purchase and installation of a historic marker for the Northborough Free Library.

MOTION ARTICLE 36: Town Code General Legislation, Chapter 2-28 Earth Removal, Section 2-28-030 and Section 2-28-040 *Passed*

Janet Sandstrom, Earth Removal Board, moved that the Town vote to amend Part 2 of the Northborough Town Code, General Legislation, Chapter 2-28 Earth Removal, Section 2-28-030, by adding the underlined text, and Section 2-28-040 by deleting the text shown in strikethrough all as set forth in the Warrant.

MOTION ARTICLE 37: Zoning Bylaw Section 7-02-040, Definitions *Passed*

Millie Milton, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-02-040, by adding the text shown as underlined, as set forth in the Warrant.

MOTION ARTICLE 38: Zoning Bylaw Section 7-02-040, Definitions *Passed Over*

Millie Milton, Planning Board, moved that the Town pass over this article.

MOTION ARTICLE 39: Zoning Bylaw Section 7-02-040, Definitions *Passed*

Millie Milton, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-02-040, by deleting the text shown in strikethrough and adding the text shown as underlined, as set forth in the Warrant.

MOTION ARTICLE 40: Zoning Bylaw Section 7-03-050, Site Plans, paragraph A.(2) *Passed*

Anthony Ziton, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-03-050, Site Plans, paragraph A.(2), by adding the text shown as underlined, as set forth in the Warrant.

10:04 motion made to adjourn the meeting to Tuesday April 25, 2023 6pm

Vote: Moderator declared the motion carried by majority vote

Town Meeting Adjourned Session Tuesday April 25, 2023 Algonquin Regional High School 79 Bartlett St. Northborough, MA

Moderator Fred George announced a quorum of at least 100 voters was present in the hall and called the meeting to order at 6:30pm.

MOTION ARTICLE 41: Zoning Bylaw Section 7-03-050, Special permit with site plan approval, paragraph D.(1) *Passed*

Anthony Ziton, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-03-050, Special permit with site plan approval, paragraph D.(1), by deleting the text shown in strikethrough and adding the text shown as underlined, as set forth in the Warrant.

MOTION ARTICLE 42: Zoning Bylaw Section 7-05-020, Classification of uses, paragraph C.(4)(c) *Passed*

Anthony Ziton, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-020, Classification of uses C.(4)(c), by deleting the text shown below in strikethrough and adding the text shown below as underlined.

C.(4)(c) The maximum gross floor area of the accessory dwelling unit shall not exceed ~~twenty-five percent (25%) of the gross floor area of the existing dwelling or eight~~ seven hundred (8700) square feet, ~~whichever is greater.~~



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MOTION ARTICLE 43: Zoning Bylaw Section 7-05-020, Classification of uses, paragraph J.(2)(b)[3]

Passed

Amy Poretsky, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-05-020, Classification of uses, by deleting paragraph J.(2)(b)[3] and renumbering paragraph J.(2)(b)(4), as set forth in the Warrant.

MOTION ARTICLE 44: Zoning Bylaw Section 7-06-030, Table 2. Table of Density and Dimensional Regulations

Passed

Amy Poretsky, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-06-030, Table 2. Table of Density and Dimensional Regulations, by adding the text shown as underlined, as set forth in the Warrant.

MOTION ARTICLE 45: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District, paragraph C.(3)

Passed

Amy Poretsky, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-07-010, Groundwater Protection Overlay District, paragraph C.(3), by adding the text shown as underlined, as set forth in the Warrant.

MOTION ARTICLE 46: Zoning Bylaw Section 7-09-020, Site design standards, paragraph C.(6)

Passed

William Pierce, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-020, Site design standards, by adding a new paragraph C.(6), as set forth in the Warrant.

MOTION ARTICLE 47: Zoning Bylaw Section 7-09-030, Off-Street parking and loading, paragraph B.(1)(c)

Failed

William Pierce, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-030, Off-street parking and loading, by adding a new paragraph B.(1)(c), as set forth in the text shown below as underlined. (c) No driveway shall be installed, or expanded to, within five (5) feet of a side lot line.

MOTION ARTICLE 48: Zoning Bylaw Section 7-09-040, Signs, paragraph B, Definitions

Passed

William Pierce, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw, Section 7-09-040 Signs, paragraph B, Definitions., by adding the text shown as underlined, as set forth in the Warrant.

MOTION ARTICLE 49: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District, paragraphs C.(5) and D

Passed

Kerri Martinek, Planning Board, moved that the Town vote to amend Part 7 of the Northborough Town Code, the Northborough Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District, paragraphs C.(5) and D.(4), by deleting the text shown in strikethrough and adding the text shown as underlined, as set forth in the Warrant. Members to vote on matters subject to an adjudicatory hearing even if the member has a single absence during a hearing process.

MOTION ARTICLE 50: Acceptance of M.G.L. Chapter 39, Section 23D

Passed

Kerri Martinek, Planning Board, moved that the Town vote to accept, for all boards, committees and commissions that hold adjudicatory hearings, and applicable to adjudicatory hearings that commence after the date of acceptance, Chapter 39, Section 23D of the Massachusetts General Laws relative to allowing board, committee and commission members to vote on matters subject to an adjudicatory hearing even if the member has a single absence during a hearing process.

ARTICLE 51: Reports

No reports were offered.

7:58pm MOTION to dissolve the meeting

Passed

Attendance 4/24/2023:	489
Attendance 4/25/2023:	112
Total Registered Voters:	11538

A True Copy Attest:
Andrew T. Dowd
Town Clerk

Telephone Numbers

TOWN HALL DEPARTMENTS - DIAL 508-393-5040

<i>Service - If you want</i>	<i>Town Department</i>	<i>Call Extension</i>
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
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	Administration	Ext 9

<i>Service - If you want</i>	<i>Town Department</i>	<i>Call Extension</i>
Residents Listing Book	Town Clerk	Ext 0
Solid Waste	Administration	Ext 9
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
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

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	774-293-2203