



**SELECT BOARD**  
**MEETING AGENDA**  
**Monday, March 11, 2024**  
**7:00 p.m.**

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Pursuant to Chapter 2 of the Acts of 2023, An Act Relative to the Extending Certain COVID-19 Measures, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted.

To view or listen

- Live Stream link YouTube:  
[https://www.youtube.com/channel/UCRdBrw3HeEAMB\\_KFKasrgXA](https://www.youtube.com/channel/UCRdBrw3HeEAMB_KFKasrgXA)
- Zoom webinar link: <https://town-northborough-ma-us.zoom.us/j/87386084285>  
When prompted, enter Password 809473
- CATV Government Channels: Verizon Channel 30, Charter Channel 192
- Call 1-646-876-9923  
When prompted, enter Meeting ID 873 8608 4285 and Password 809473

For Public Comment

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

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

- 
1. Public Comment
  2. [7:00 pm – Public Hearing Street Acceptance – Harrington Lane](#)
  3. Approval of Meeting Minutes:  
January 22, 2024  
February 12, 2024
  4. Fire Chief – Update on Fire Station Building Project

5. Finance Director – Update on FY25 Budget Process and Status of FY24 Budget
6. [Close Town Meeting Warrant](#)
7. Select Board Member Reports
8. Town Administrator Report
9. [Execution of Cemetery Deed 1184 &1185](#)
10. Any other business to come before the Board not previously anticipated by the Chair
11. Public Comment
12. Adjourn



**RECEIVED**

By KWilber/Assistant Town Clerk at 6:44 pm, Feb 27, 2024

## TOWN OF NORTHBOROUGH

Town Offices  
63 Main Street  
Northborough, MA 01532-1994  
(508) 393-5040 x1 Phone  
[town.northborough.ma.us](http://town.northborough.ma.us)

*Mitch Cohen, Chair  
Kristen Wixted, Vice Chair  
Laura Ziton, Clerk  
Julianne Hirsh  
Lisa Maselli*

### NOTICE OF PUBLIC HEARING

Pursuant to the provisions of the Northborough Municipal Code, Chapter 9, Subsection 64-010, the Select Board will hold a Public Hearing on Monday, March 11, 2024 at 7:00 p.m. to consider the layout and acceptance of the following public way:

- Harrington Lane

The roadway acceptance plan and legal description are on file in the Town Clerk's Office and may be reviewed prior to the hearing.

Pursuant to Chapter 2 of the Acts of 2023, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on March 29, 2023, this meeting will be conducted via remote participation. No in-person attendance by members of the public will be permitted. To participate in the public comment portion of this meeting from a PC, Mac, iPad, iPhone or Android device, please click this URL to join: <https://town-northborough-ma-us.zoom.us/j/87386084285> Passcode: 809473 Or join by phone: 1 646 876 9923 Webinar ID: 873 8608 4285 Passcode: 809473. Live Stream link: [https://www.youtube.com/channel/UCRdBw3HeEAMB\\_KFKasrgXA](https://www.youtube.com/channel/UCRdBw3HeEAMB_KFKasrgXA)

If you have any questions or concerns with the above-named street, please contact Planning Director Laurie Connors at 508-393-5019 prior to the public hearing.

If the layout is approved, this street will be placed on the Warrant for the April 23, 2024 Annual Town Meeting to see if it will be accepted as public road and thereafter maintained by the Town.

Laura Ziton, Clerk  
Northborough Select Board

cc: Planning Board  
Department of Public Works  
Town Clerk  
Abutters



**TOWN OF NORTHBOROUGH ENGINEERING DEPARTMENT**  
Town Hall Offices • 63 Main Street • Northborough, MA 01532 • 508-393-5015 • 508-393-6996 Fax

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February 26, 2024

Mr. Craig Callahan  
5 Harrington Lane  
Northborough, Ma 01532

Re: Harrington Lane  
Clark Woods Definitive Subdivision

Dear Mr. Callahan,

I have visited the site and reviewed the as-built plan dated February 4, 2024 and the Roadway Acceptance Plan dated January 4, 2024, as prepared by Connorstone Engineering, Inc. for the above referenced project. At this time, I would like to note the following comments regarding the Roadway Acceptance Plan:

1. The exclusive use easement to benefit Lot 2A is not bounded with concrete bounds as required.
2. The Drainage and Open Space Easement is not bounded with concrete bounds as required. Granite bounds are allowed only where the points coincide with roadway bound locations.
3. The granite bound located at station 2+54 left should be a concrete bound rather than the granite bound as indicated on the plan.

I would like to note the following comments regarding the As-Built Plan:

4. Confirm the grate has been installed within the detention basin.
5. Explain why the two 4 inch orifice inlets are not labelled or installed as shown on the approved plans.
6. Label the size of the gas line and show the gas gates within Washburn Street.
7. Some of the rip rap shown within the Drainage and Open Space Easement on Lot 1 appears to be located outside the easement.

8. Show the connection of water, gas, telephone and electric service to each house.
9. Show the location of the septic system for each house.
10. Show the grading on each lot within the limits of the area disturbed for construction of each house.
11. Show the outline of the driveway for each house accessing Harrington Lane.
12. The Guardrail does not appear to have been installed in accordance with the approved plan. Condition number 6 of the decision specifically requires a steel W-Beam Highway Guard, weathering with terminal ends, shall be used for the guardrail.

I would like to note the following comments regarding my recent visit to the site:

13. There is a stockpile of loam near the detention basin that needs to be removed.
14. The grass plots and the detention basin will require reseeding with adequate growth to be verified.
15. Several sections of the sidewalk were removed during the installation of the bounds. These areas were not noted on the As-Built plan and will need to be corrected. The sidewalk must be verified to be a minimum of five feet wide for the entire length within the Harrington Lane right of way. No encroachments outside the right of way will be allowed. All repairs to the sidewalk shall be accomplished without leaving any longitudinal seams and all seams will need treated in accordance with the Northborough Public Works Road Opening Specifications or as specified by the Director of Public Works.
16. The grass swale located within the Drainage and Open Space Easement on lot 1 is completely overgrown and needs to be cleaned, re-graded in accordance with the approved plan and be reseeded.
17. I also noticed a portion of a granite bound was left within the Drainage and Open Space Easement located on Lot1 and this needs to be explained as all bounds are required to be four feet in length.

For this roadway to proceed with acceptance at the 2024 Annual Town Meeting items numbered 1-5,12 and 15 must be addressed prior to April 15, 2024. Otherwise, the article will be passed over.

If all the required work is completed by April 15<sup>th</sup> and the Town Meeting votes to accept Harrington Lane as a public way, then each of the remaining items listed above will need to be completed prior to June 30<sup>th</sup> for all documents to be recorded at the Registry of Deeds by Town Counsel, which will complete the process.

Please note there will be no bond reductions approved until the Town is compensated for any and all invoices received from Town Counsel regarding their review of documents associated with the acceptance of Harrington Lane.

Sincerely,

A handwritten signature in cursive script that reads "Fred Litchfield". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Fred Litchfield  
Town Engineer

cc: Vito Colonna, P.E., Connorstone Engineering, Inc.  
Scott Charpentier, Public Works Director  
Laurie Connors, Town Planner  
File



# TOWN OF NORTHBOROUGH PLANNING DEPARTMENT

Town Hall Offices • 63 Main Street • Northborough, MA 01532 • 508-393-5040 x7 • 508-393-6996 Fax

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March 7, 2024

Mitch Cohen, Chairman  
Select Board  
Town Offices  
63 Main Street  
Northborough, MA 01527

Dear Chairman Cohen,

At their meeting on March 4, 2024, the Planning Board discussed the proposed layout of Harrington Lane. As you can see in the attached memo from former Town Engineer Fred Litchfield dated February 26, 2024, there are a number of minor issues that still need to be addressed by the developer of the subdivision and his engineer prior to conveyance of the roadway to the Town. The developer, Mr. Callahan, has assured me of his intent to address all outstanding items within the next six weeks. To that end, the Planning Board recommends that the Select Board lay out Harrington Lane and place the roadway acceptance on the 2025 Annual Town Meeting Warrant. If the developer does not complete the outstanding items by April 15, 2024, the Planning Board recommends passing over the Article at Town Meeting and repeating the public acceptance process next year. Note that, due to the weather, the Planning Board does not expect that adequate growth of grass will be achieved within the road right-of-way and stormwater basin by April 15, 2024. However, if the Town Meeting votes to accept Harrington Lane as a public way, adequate growth of grass should be achieved prior to conveyance of the roadway in summer 2024.

Thank you for your attention to this matter. Mr. Callahan and I will be available to answer questions at the public hearing scheduled for March 11, 2024.

Sincerely,

Laurie Connors  
Director

Cc: Craig Callahan  
Scott Charpentier, DPW Director  
Fred Litchfield, Engineering Consultant  
Planning Board

Enclosure



# TOWN OF NORTHBOROUGH PLANNING DEPARTMENT

Town Hall Offices • 63 Main Street • Northborough, MA 01532 • 508-393-5040 x7 • 508-393-6996 Fax

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March 7, 2024

Mitch Cohen, Chairman  
Select Board  
Town Offices  
63 Main Street  
Northborough, MA 01527

Dear Chairman Cohen,

On behalf of the Planning Board, I would like to submit the following article for inclusion on the April 23<sup>rd</sup> Annual Town Meeting Warrant:

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

Enclosed, please find the Roadway Acceptance Plan, legal descriptions and Attorney's Certification of Title.

Thank you for your attention to this matter.

Sincerely,

Laurie Connors  
Director

Enclosures



**CHAPTER 380, ACTS OF 1966**

AMENDING CHAPTER 41, SECTION 81-X

I HEREBY CERTIFY THAT THE PROPERTY LINES SHOWN ARE THE LINES DIVIDING EXISTING OWNERSHIPS AND THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW LINES FOR DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN.

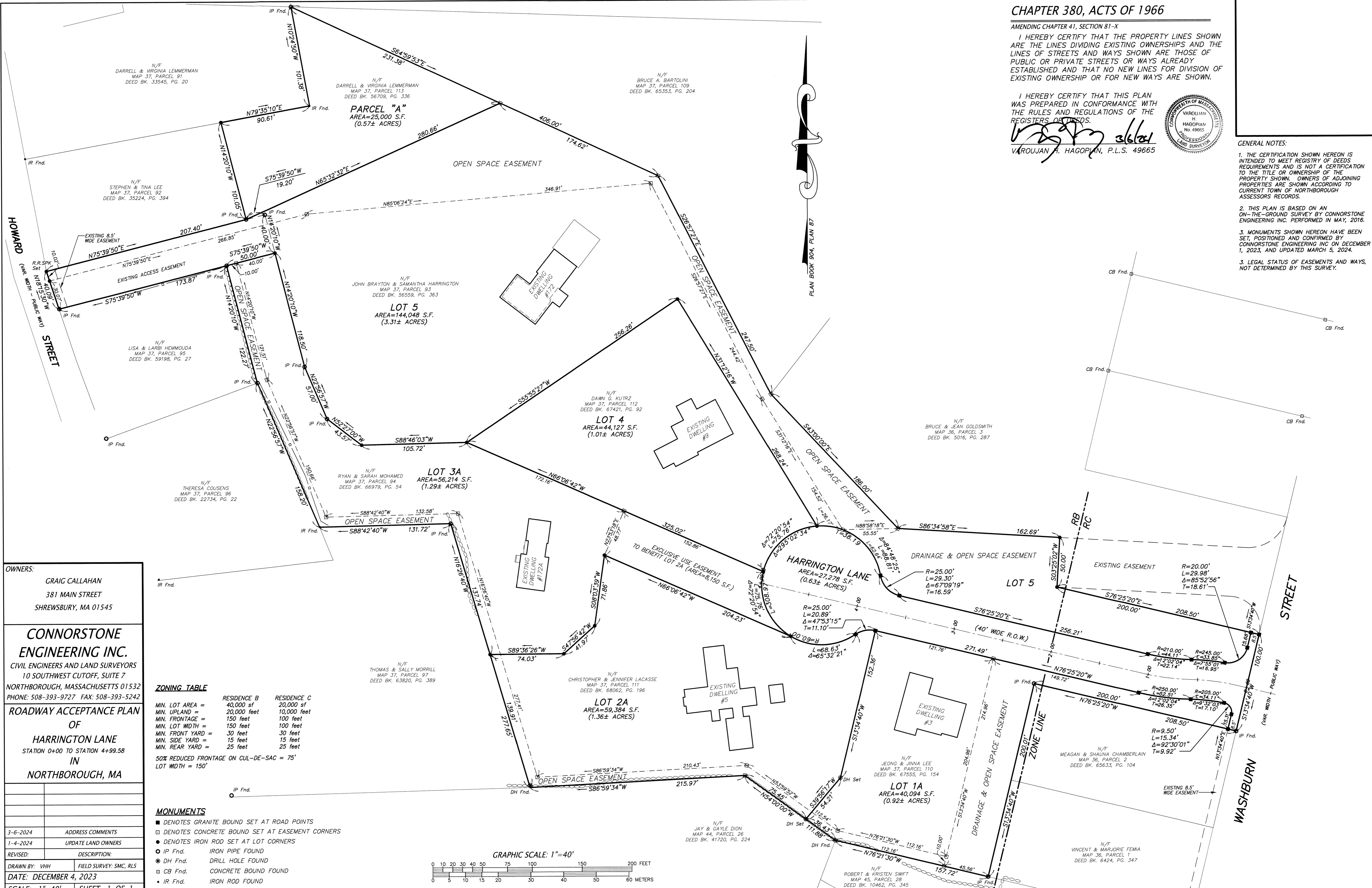
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED IN CONFORMANCE WITH THE RULES AND REGULATIONS OF THE REGISTER OF DEEDS.

*[Signature]*  
 VAROUJAN A. HAGOPIAN, P.L.S. 49665



**GENERAL NOTES:**

1. THE CERTIFICATION SHOWN HEREON IS INTENDED TO MEET REGISTRY OF DEEDS REQUIREMENTS AND IS NOT A CERTIFICATION TO THE TITLE OR OWNERSHIP OF THE PROPERTY SHOWN. OWNERS OF ADJOINING PROPERTIES ARE SHOWN ACCORDING TO CURRENT TOWN OF NORTHBOROUGH ASSESSORS RECORDS.
2. THIS PLAN IS BASED ON AN ON-THE-GROUND SURVEY BY CONNORSTONE ENGINEERING INC. PERFORMED IN MAY, 2016.
3. MONUMENTS SHOWN HEREON HAVE BEEN SET, POSITIONED AND CONFIRMED BY CONNORSTONE ENGINEERING INC ON DECEMBER 1, 2023, AND UPDATED MARCH 5, 2024.
3. LEGAL STATUS OF EASEMENTS AND WAYS, NOT DETERMINED BY THIS SURVEY.



**OWNERS:**  
 GRAIG CALLAHAN  
 381 MAIN STREET  
 SHREWSBURY, MA 01545

**CONNORSTONE ENGINEERING INC.**  
 CIVIL ENGINEERS AND LAND SURVEYORS  
 10 SOUTHWEST CUTOFF, SUITE 7  
 NORTHBOROUGH, MASSACHUSETTS 01532  
 PHONE: 508-393-9727 FAX: 508-393-5242

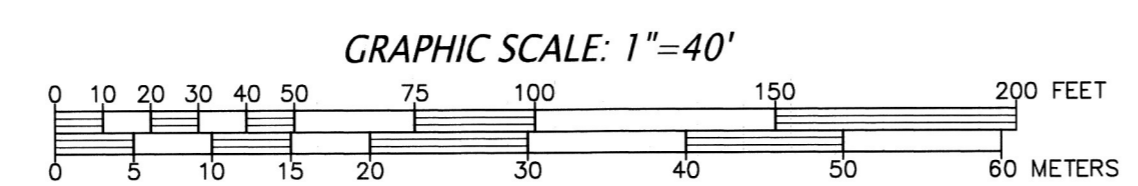
**ROADWAY ACCEPTANCE PLAN OF HARRINGTON LANE**  
 STATION 0+00 TO STATION 4+99.58  
 IN NORTHBOROUGH, MA

**ZONING TABLE**

	RESIDENCE B	RESIDENCE C
MIN. LOT AREA =	40,000 sf	20,000 sf
MIN. UPLAND =	20,000 feet	10,000 feet
MIN. FRONTAGE =	150 feet	100 feet
MIN. LOT WIDTH =	150 feet	100 feet
MIN. FRONT YARD =	30 feet	30 feet
MIN. SIDE YARD =	15 feet	15 feet
MIN. REAR YARD =	25 feet	25 feet

50% REDUCED FRONTAGE ON CUL-DE-SAC = 75'  
 LOT WIDTH = 150'

- MONUMENTS**
- DENOTES GRANITE BOUND SET AT ROAD POINTS
  - DENOTES CONCRETE BOUND SET AT EASEMENT CORNERS
  - DENOTES IRON ROD SET AT LOT CORNERS
  - IP Fnd. IRON PIPE FOUND
  - DH Fnd. DRILL HOLE FOUND
  - CB Fnd. CONCRETE BOUND FOUND
  - IR Fnd. IRON ROD FOUND



3-6-2024	ADDRESS COMMENTS
1-4-2024	UPDATE LAND OWNERS
REVISED:	DESCRIPTION:
DRAWN BY: VHH	FIELD SURVEY: SMC, RLS
DATE: DECEMBER 4, 2023	
SCALE: 1"=40'	SHEET 1 OF 1.





## TOWN OF NORTHBOROUGH

Office of the Town Administrator

63 Main Street

Northborough, MA 01532-1994

(508) 393-5040 x1 Phone


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

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### MEMORANDUM

TO: Select Board

FROM: Tim McInerney 

SUBJECT: Town Meeting Warrant

DATE: March 7, 2024

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Attached please find the draft 2024 Town Meeting Warrant, which the Board will vote to close at your meeting on March 11<sup>th</sup>. At this stage the draft still contains incomplete information and placeholders for articles still being developed. Warrant articles are also subject to Town Counsel's final review. Once the Town Meeting Warrant is closed additional warrant articles cannot be added.

# Town of Northborough



## Annual Town Meeting April 22, 2024

**Draft 3/11/2024**  
(Revised 1:50 PM on 3/11/24)

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**TOWN OF NORTHBOROUGH**  
**ANNUAL TOWN MEETING WARRANT**  
**APRIL 22, 2024**

**WORCESTER, SS**

**GREETINGS:**

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

In the name of the Commonwealth of Massachusetts, you are hereby commanded to warn and notify the legal voters of the Town of Northborough to meet at THE ALGONQUIN REGIONAL HIGH SCHOOL on MONDAY the 22<sup>nd</sup> day of April 2024 at 6:00 p.m., to act on the following warrant articles:

**ARTICLE 1: Appointing Deputy Moderator**

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

**ARTICLE 2: Compensating Balance Agreement**

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

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

**ARTICLE 3: Prior Years’ Bills**

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

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



**ARTICLE 4: Town Budget**

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of \_\_\_\_\_ Dollars (\$) for Town Government as displayed in the warrant booklet, and to meet said appropriation, the following sums available for appropriation be transferred:

From:

Transfer from Cemetery Sale of Lots	\$
Transfer from Debt Exclusion Premium Reserve	\$
Transfer from DPU Transportation Fund	\$
Transfer from Conservation Commission Fees	\$
Transfer from Fire Emergency Medical Services Revolving Fund	\$
Transfer from Recreation Revolving Fund	\$
Transfer from Animal Control Revolving Fund	\$
Transfer from PEG Access Cable Related Fund	\$
Free Cash	\$

for a total of \_\_\_\_\_ Dollars (\$) and that the sum of \_\_\_\_\_ Dollars (\$) be raised by taxation.

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

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of \_\_\_\_\_ Dollars (\$) for Water, Sewer and Solid Waste Funds as displayed below for the operation of the Water, Sewer and Solid Waste Utilities, and to meet said appropriation, the following sums available for appropriation be transferred:

From:	Water Fund Free Cash	\$
	Solid Waste Fund Free Cash	\$

Raise and Appropriate by Taxation:

Solid Waste General Fund Subsidy	\$
----------------------------------	----

for a total of \_\_\_\_\_ Dollars (\$) and that the sum of \_\_\_\_\_ Dollars (\$) be financed from Water, Sewer and Solid Waste Revenues, with said sums to be allocated as follows:

Water Fund	\$
Sewer Fund	\$
Solid Waste	\$
<hr/>	
Total	\$

**ARTICLE 6: Northborough K-8 Schools Budget**

To see if the Town will vote to raise and appropriate by taxation the sum of \_\_\_\_\_ (\$) for the operation of the Northborough Public Schools, or take any action relative thereto.

**ARTICLE 7: Algonquin Regional High School Budget**

To see if the Town will vote to raise and appropriate by taxation the sum of \_\_\_\_\_ Dollars (\$) for Northborough’s share of the assessment for the operation and debt service of the Northborough-Southborough Regional School District, or take any action relative thereto.

**ARTICLE 8: Assabet Valley Regional Vocational School District Budget**

To see if the Town will vote to raise and appropriate by taxation the sum of \_\_\_\_\_ Dollars (\$) for Northborough’s share of the assessment for the operation and debt service of the Assabet Valley Regional Vocational School District, or take any action relative thereto.

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

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

**ARTICLE 10: Revolving Funds Authorization of Expenditure Limits**

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

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

or take any other action relative thereto.

- Pursuant to the Town’s Revolving Fund Bylaw and the provisions of Massachusetts General Laws Chapter 44, Section 53E½, an annual vote is required to establish expenditure limits for the revolving funds. The Recreation Department revolving fund is authorized under

Massachusetts General Laws Chapter 44, Section 53D, and does not require annual reauthorization.

**ARTICLE 11: Appropriations Committee Reserve Fund**

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

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

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

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

- This Article would allow for balances in a revolving fund for building maintenance to carry over to the next fiscal year rather than close to the general fund, as a local option enabled by this legislation. Currently the Town maintains a revolving fund authorized by this law to account for rental receipts for 4 West Main Street.

**ARTICLE 13: Stabilization Fund Contribution**

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

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

**ARTICLE 14: Senior Tax Relief**

To see if the Town will vote to accept local option provisions of Massachusetts General Law relative to Senior Tax Relief, specifically (A) accept the provisions of Massachusetts General Laws Chapter 59, §5C1/2 for the purpose of increasing the real estate tax exemptions up to 100 percent for all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C or 43 of G.L. c. 59, §5, (B) adopt higher maximum qualifying gross receipts relative to Senior Tax Deferrals to be equal to the amount, \$69,000 per year as determined by the Commissioner of Revenue for G.L. c.62, §6(K) (the senior tax “circuit breaker”) pursuant to Massachusetts General Laws Chapter 59 Section 5, Clause 41A(2), and/or (C) adopt additional provisions relative to the Senior Work-

off program pursuant to MGL Chapter 59 §5K by raising the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than \$2,000 or setting the limit to be \$2,000 whichever is higher, or take any other action thereto.

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

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

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

**ARTICLE 16: Status Report from Fire Station Building Committee**

Fire Station Building Committee will provide an update on the fire station building project.

**ARTICLE 17 (CIP): Police – Police Cruiser Replacements**

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

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

**ARTICLE 18 (CIP): Fire – Rescue 1 Replacement**

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

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

**ARTICLE 19 (CIP): DPW/FACILITIES – Facilities HVAC Upgrades/Modernization**

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

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

**ARTICLE 20 (CIP): DPW/FACILITIES – Police Station Siding Replacement**

To see if the Town will vote to appropriate the sum of One Hundred Thirty Thousand Dollars (\$130,000) for the use of the Department of Public Works to fund replacement of exterior building siding and trim at the Police Station building, and to meet said appropriation of One Hundred Thirty Thousand Dollars (\$130,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the replacement of the building exterior at the Police Station building. Replacing deteriorating exterior materials is essential for safeguarding structural integrity and improving the energy efficiency of a building. These funds will be used in conjunction with the \$70,000 appropriated at the 2023 Annual Town Meeting.

**ARTICLE 21 (CIP): DPW/FACILITIES – Fire Station Brick Repointing and Sealing**

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

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

**ARTICLE 22 (CIP): DPW/HIGHWAY – Road Improvements and Maintenance**

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

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

**ARTICLE 23 (CIP): DPW/HIGHWAY – Enclosed Public Health Trailer**

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

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

**ARTICLE 24 (CIP): DPW/HIGHWAY – Drainage/Sidewalk Improvement Program**

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

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

**ARTICLE 25 (CIP): DPW/HIGHWAY– Bucket Truck**

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

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

**ARTICLE 26 (CIP): DPW/HIGHWAY – Sidewalk Plow Replacement**

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

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

**ARTICLE 27 (CIP): DPW/HIGHWAY – Hook Lift Truck**

To see if the Town will vote to appropriate the sum of Three Hundred Forty Thousand Dollars (\$340,000) for the use of the Department of Public Works for the purchase of a hook lift truck, and to meet said appropriation the sum of Three Hundred Forty Thousand Dollars (\$340,000) be raised by taxation, transferred from available funds, borrowed, or otherwise appropriated.

- This Article provides funds for the purchase a new fleet vehicle. The needs of the Department are shifting and require a more diverse vehicle fleet. Obtaining a hook lift truck will allow the Department to utilize multiple bodies on a single chassis. Examples of bodies that are available include but are not limited to standard dump, rock dump, flatbed, catch basin cleaner, vacuum, etc.

**ARTICLE 28 (CIP): DPW/WATER – One-Ton Utility Truck with Plow Replacement**

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

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

**ARTICLE 29 (CIP): DPW/SEWER – Inflow & Infiltration (I&I) Mitigation**

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

- This Article provides funds to remove non-sanitary flows from the sewer system as mandated by MassDEP under 314 CMR 12.04. The Town has a comprehensive 15-year inflow and

infiltration elimination plan, and this is the third year of implementation. For each gallon of storm/groundwater that is removed from the sewer system, that is one less gallon that must be treated and one more gallon of capacity available for future use.

**ARTICLE 30 (CIP): PEASLEE ELEMENTARY – Asbestos Encapsulation – Chimney**

To see if the Town will vote to raise and appropriate by taxation the sum of Thirty Thousand Dollars (\$30,000) for the encapsulation of chimney ductwork at the Marguerite E. Peaslee Elementary School.

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

**ARTICLE 31 (CIP): MELICAN MIDDLE – Hot Water System Upgrade**

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

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

**ARTICLE 32 (CIP): MELICAN MIDDLE – Pneumatic Control Repairs**

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

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



### **ARTICLE 33 (CIP): Feasibility Study for Marguerite E. Peaslee Elementary School**

To see if the Town will vote to appropriate, borrow, or transfer from available funds, an amount of money to be expended under the direction of the Marguerite E. Peaslee School Building Committee for a feasibility study for the options related to renovating or rebuilding the Marguerite E. Peaslee Elementary School at 31 Maple Street, Northborough, MA, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority (MSBA). The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

- The Massachusetts School Building Authority (the "MSBA") Board of Directors has voted to invite the Statement of Interest (the "SOI") for the Marguerite E. Peaslee Elementary School in the Town of Northborough into the MSBA's Eligibility Period. The invitation for the Marguerite E. Peaslee Elementary School is for grades Kindergarten through grade 5 and the potential during the feasibility study phase to examine the reconfiguration of the Town's elementary school grades to create districtwide grade spans for Pre-K through grade 2 and grades 3-5, resulting in two schools with grades 3-5 including the Marguerite E. Peaslee Elementary School. The future plans for the renovation or rebuilding of the Peaslee School have been part of the Capital Plan for almost ten years. The estimated cost of a Feasibility Study is \$900,000. This study will provide the town with the options of what to do with the aging capital asset. The Peaslee School was built in 1962 and has not been significantly renovated. It is clear through the analysis of major building systems including - HVAC, electrical, and plumbing that the Peaslee School is ready for modernization and enhancement.

### **ARTICLE 34: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Proctor Elementary School**

To see if the Town will authorize the Select Board to lease all or a portion of the roof of Fannie E. Proctor Elementary School located at 26 Jefferson Road for a term of 10-20 years, upon such terms and conditions as are acceptable to the Select Board, to a solar energy provider for the purposes of constructing, maintaining, and operating a solar facility on the property and entering into a power purchase agreement with the solar energy provider; and further, to authorize the Select Board to grant an easement to National Grid to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project. Or take any other action in relation thereto.

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

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

To see if the Town will authorize the Select Board to lease all or a portion of the roof of Lincoln Street Elementary School located at 76 Lincoln Street for a term of 10-20 years, upon such terms and conditions as are acceptable to the Select Board, to a solar energy provider for the purposes of constructing, maintaining, and operating a solar facility on the property and entering into a Power Purchase Agreement (PPA) with the solar energy provider; and further, to authorize the Select Board to grant an easement to National Grid to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project. Or take any other action in relation thereto.

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

**ARTICLE 36: Lease and Power Purchase Agreement (PPA) for Solar Power Purchase for Roof of Zeh Elementary School**

To see if the Town will authorize the Select Board to lease all or a portion of the roof of Marion E. Zeh Elementary School located at 33 Howard Street for a term of 10-20 years, upon such terms and conditions as are acceptable to the Select Board, to a solar energy provider for the purposes of constructing, maintaining, and operating a solar facility on the property and entering into a Power Purchase Agreement with the solar energy provider; and further, to authorize the Select Board to grant an easement to National Grid to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility project. Or take any other action in relation thereto.

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

**ARTICLE 37: Consolidated Personnel Bylaw**

To see if the Town will vote to amend the Consolidated Personnel Bylaw as shown in the appendix to this warrant entitled “Article 35 – Consolidated Personnel Bylaw Amendments – 2024 Annual Town Meeting,” a copy of which is viewable on the Town’s website at <https://www.town.northborough.ma.us>.

**ARTICLE 38: Amendment to Town Code Chapter 1-48 Finances – Appropriations Committee, Section 1-48-010 Membership; eligibility and Section 1-48-020 Terms; filling of vacancies**

To see if the Town will vote to amend Part 1 of the Northborough Town Code, Administrative Legislation, Chapter 1-48 Finances – Appropriations Committee, Sections 1-48-010 and 1-48-020 by adding the text shown as underlined text and deleting the text shown with strike-through or take any action relative thereto.

Amend Section 1-48-010 Membership; eligibility, as follows:

The Appropriation Committee shall consist of ~~six~~ seven members and shall have and exercise its powers pursuant to the Charter and this Code. No elected or appointed town officer or town employee or member of any town committee established by Charter or Bylaw or of any regional or district entity of which the town is a member shall be eligible to serve on this Committee.

Amend Section 1-48-020 Terms, filling of vacancies, as follows:

The Moderator shall, at the close of the Annual Town Meeting, appoint ~~two~~ three members for the term of three years. The terms of office of said members shall commence immediately on qualification and shall expire after the final adjournment of the third subsequent Annual Town Meeting or as soon thereafter as their successors are appointed and qualified. The moderator shall fill by appointment any vacancies which may occur and said appointee shall serve for the remainder of his predecessor’s term of office.

**ARTICLE 39: Amendment to Town Code Chapter 1-52 Finances – Financial Planning Committee, Section 1-52-010 Membership; eligibility and Section 1-52-020 Appointments by Moderator**

To see if the Town will vote to amend Part 1 of the Northborough Town Code, Administrative Legislation, Chapter 1-52 Finances – Financial Planning Committee, Sections 1-52-010 and 1-52-020 by adding the text shown as underlined text and deleting the text shown with strike-through or take any action relative thereto.

Amend Section 1-52-010 Membership; eligibility, as follows:

The Financial Planning Committee shall consist of ~~six~~ seven members and shall have and exercise its powers pursuant to the Charter and this Code. No elected or appointed town officer or town employee or member of any town committee established by Charter or Bylaw or of any regional or district entity of which the town is a member shall be eligible to serve on this Committee.

Amend Section 1-52-020 Terms; filling of vacancies, as follows:

The moderator shall appoint ~~three~~ four of the original members of said Committee, who shall serve terms of one, two and three years and the final member to serve two years, respectively, as the Moderator shall designate. Annually thereafter, at the close of the Annual Town Meeting, the Moderator shall appoint one

member of said Committee who shall succeed the member appointed by him whose term shall have expired and who shall serve for a term of three years.

**ARTICLE 40: Amendment to the Town's Administrative Code for the Creation of a Health and Human Services Department**

To see if the Town will vote, pursuant to Subsection 5-1(b) of the Town Charter, to approve the amendment of the Town's administrative code for the creation of a Town Health and Human Services Department and the inclusion of various positions within said department, as detailed below:

**Chapter 1-40 Human Services Division** is hereby amended to include the **Health and Human Services Department**, with the composition, mode of appointment, and term of office for its Director and staff as follows:

a. There shall be a Health and Human Services Department composed of the Director of Health and Human Services, Social Worker, Community Outreach Worker, Health Agent, Part-time Sanitarian, Drug-Free Communities Coordinator, Clerical/Administrative Position, Part-time Public Health Nurse, Epidemiologist, and Shared Services Coordinator.

b. The Town Administrator shall be responsible for appointing the Director of Health and Human Services, with the Board of Selectmen's approval, for three years. The Director shall be responsible for appointing all other personnel for an indefinite term, subject to the Town Administrator's approval.

**§ 1-40-030 Office of Youth Services** and **§ 1-40-050 Office of District Nurse** will operate under the general policy direction of the Health and Human Services Department. The powers and duties of the Health Department shall now fall under the general policy direction of the Health and Human Services Department, with each official reporting their actions to the Director of Health and Human Services for approval.

**§ 1-44-080 Health Department** will operate under the general policy direction of the Health and Human Services Department. The powers and duties of the Health Department shall now fall under the general policy direction of the Health and Human Services Department, with each official reporting their actions to the Director of Health and Human Services for approval.

A new section, **§ 1-44-XXX Health and Human Services Department**, is created to detail the powers, duties, and composition of the newly established department, including the roles and responsibilities of the newly created positions.

Amendments to any other relevant parts of the code, including but not limited to, adjustments to existing roles, responsibilities, and departmental structures, to ensure coherence and efficiency within the town's administrative framework.

**ARTICLE 41: Authorization to Fund Spaces for Public Parking**

To see if the Town will vote to fund parking spaces located on various private properties for the purpose of providing public parking.

**ARTICLE 42: Community Preservation Fund – Acquisition of 432 Whitney Street**

To see if the Town will vote to appropriate the sum of Eight Hundred Seventeen Thousand Six Hundred Fifty-Three Dollars (\$817,653), or any other sum, from the Community Preservation Unreserved Fund, the sum of Six Hundred Sixty-Four Thousand Seventy-Three Dollars (\$664,073), or any other sum, from the Conservation Fund, and the sum of Two Hundred Eighteen Thousand Two Hundred Seventy-Four Dollars (\$218,274), or any other sum, from the Community Preservation Fund revenues for a total of One Million Seven Hundred Dollars (\$1,700,000) to the Northborough Town Administration Office and the Open Space Committee for the purpose of acquiring the 23.77± acres of land located at 352 Whitney Street, and shown on Northborough Assessors’ Map 15 as Parcel 22, for open space/passive recreation purposes and the development of up to eight affordable low-income dwelling units, or take any other action relative thereto.

**ARTICLE 43: Community Preservation Fund – Soundproofing of Outdoor Pickleball Courts at Ellsworth McAfee Park**

To see if the Town will vote to appropriate the sum of Fifty-Four Thousand Dollars (\$54,000), or any other sum, from the Community Preservation Fund revenues to the Northborough Recreation Department for the installation of soundproofing at the pickleball courts at Ellsworth McAfee Park, or take any other action relative thereto.

**ARTICLE 44: Community Preservation Fund – Affordable Housing Reserve**

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

**ARTICLE 45: Community Preservation Fund – Restoration of First Parish Church Steeple**

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

**ARTICLE 46: Community Preservation Fund – Aqueduct Historic Marker**

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

**ARTICLE 47: Community Preservation Fund – White Cliffs Debt Service**

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

**ARTICLE 48: Community Preservation Fund – Administrative Fund**

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

**ARTICLE 49: Rescission of Authorized, Unused Debt for Various Capital Projects**

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

Original Purpose	Date of Approval	Warrant Article Number	Amount Authorized	- Issued - Retired - Rescined	= Unissued Amount 6/30/2023
Church St Bridge	04/25/2016	23	1,027,000	927,000	100,000
Lincoln St School Add/Ren	04/21/2014	19	25,530,553	24,740,921	789,632
Edmunds Hill Water Tank	04/21/2014	32	325,000	0	325,000
Lincoln St School Feasibility	04/23/2012	31	500,000	484,535	15,465
Middle School Green Repair	04/25/2011	28	780,000	712,921	67,079
Brigham St Well	04/27/2009	22	4,000,000	223,370	3,776,630
Total					5,073,806

**ARTICLE 50: Amendment to Town Code Chapter 2-28 Earth Removal, Section 2-28-060**

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

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

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

**ARTICLE 51: Zoning Map – Multi-family Development Overlay District**

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

(INSERT MAP)

**ARTICLE 52: Zoning Bylaw Section 7-04-010 Classification of districts and Section 7-07-050, Multifamily Development Overlay District**

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

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

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

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

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

7-07-050 Multifamily Development Overlay District.

- A. Purposes. The purposes of the Multifamily Development Overlay District, hereinafter referred to as the “MDOD”, are:
- (1) To comply with the requirements for MBTA communities as set forth in MGL c. 40A, § 3A;
  - (2) To diversify the Northborough housing stock and create pedestrian-friendly development by promoting the creation of multi-family housing within close proximity to shopping, eateries, local services, and major transportation corridors;
  - (3) To encourage the adaptive reuse, development and redevelopment of vacant and underutilized buildings and properties;
  - (4) To support local businesses and promote the revitalization of downtown Northborough by increasing the size of the customer base;
  - (5) To respond to the local and regional need for affordable housing by requiring housing options that are affordable and add to the Northborough SHI (Subsidized Housing Inventory);
  - (6) To meet the housing and economic development goals articulated in the 2020 Master Plan.
- B. Applicability. The MDOD is an overlay district superimposed over the underlying zoning districts as set forth on the map entitled “Multifamily Development Overlay District Map”. This map is hereby made part of the Zoning Map – Town of Northborough, and is on file in the Office of the Town Clerk.
- The MDOD contains the following sub-districts:
- (1) Southwest Connector Multifamily Development Sub-District
  - (2) Downtown Multifamily Development Sub-District
- C. Relationship to existing zoning. In the MDOD, all requirements of the underlying district shall remain in effect except where these regulations provide an alternative to such requirements, in which case these regulations shall supersede. Where the provisions of the MDOD are silent on a zoning regulation that applies in the underlying district, the requirements of the underlying district shall apply.
- D. Procedures and Regulations. Development under this section requires Site Plan Review by the Planning Board under Section 7-03-050 and design review by the Design Review Committee under Section 7-03-060. The Planning Board may adopt design guidelines for the MDOD that are not inconsistent with this Section or other applicable sections of the Northborough Zoning Bylaws.
- E. Use regulations.
- (1) Permitted uses. The following uses shall be permitted by-right in the MDOD, subject to site plan approval under Section 7-03-050. Uses are as defined in Section 7-05-020 unless otherwise specified below:
    - (a) Attached single-family dwelling or townhouse.



- (b) Multifamily dwelling, defined as a building with three (3) or more residential dwelling units or two (2) or more buildings on the same lot with more than one (1) residential dwelling in each building.
- (c) Mixed-Use Development. Developments in the MDOD may include the following non-residential uses within a vertical or horizontal mixed-use development provided that non-residential uses are located on the first floor and, when combined, do not exceed 8,000 square feet within the Southwest Connector Multifamily Development Sub-District. Non-residential uses that require a special permit or are otherwise not permitted in the underlying district shall require a special permit by the Planning Board in the MDOD.
  - 1. Retail store.
  - 2. Personal service establishment.
  - 3. Professional, medical and dental, or business office.
  - 4. Bank or automated teller machine.
  - 5. Deli, sandwich shop, pizza shop, or take-out food service.
  - 6. Restaurant, excluding alcoholic beverages.
  - 7. Restaurant, including alcoholic beverages.
  - 8. Brew pub.
  - 9. Commercial recreation, indoor.
  - 10. Cultural use.
  - 11. Co-Working space.
  - 12. Artist studio or gallery.
  - 13. Catering services.
  - 14. Educational uses, nonexempt.
  - 15. Exempt uses in accordance with MGL C. 40A, § 3.

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

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

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

Southwest Connector Multifamily Development Sub-District:

<u>Use</u>	<u>Maximum Height (stories)</u>	<u>Maximum Height (feet)</u>	<u>Maximum Density (dwelling units per acre)**</u>

<u>Attached single-family or townhouse</u>	<u>3</u>	<u>40</u>	<u>8</u>
<u>Multi-family dwelling</u>	<u>5</u>	<u>60</u>	<u>15</u>
<u>Vertical mixed-use development</u>	<u>5</u>	<u>60</u>	<u>15</u>
<u>Horizontal mixed-use development</u>	<u>5</u>	<u>60</u>	<u>15</u>
<u>Clubhouse</u>	<u>-</u>	<u>35</u>	<u>N/A</u>

Downtown Multifamily Development Sub-District:

<u>Use</u>	<u>Maximum Height (stories)</u>	<u>Maximum Height (feet)</u>	<u>Maximum Density (units per acre)**</u>
<u>Attached single-family or townhouse</u>	<u>2.5</u>	<u>35</u>	<u>8</u>
<u>Multi-family dwelling</u>	<u>3</u>	<u>35*</u>	<u>15</u>
<u>Vertical mixed-use development</u>	<u>4</u>	<u>45</u>	<u>15</u>
<u>Horizontal mixed-use development</u>	<u>4</u>	<u>45</u>	<u>15</u>
<u>Clubhouse</u>	<u>-</u>	<u>35</u>	<u>N/A</u>

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

\*\*For adaptive reuse or substantial restoration of existing buildings, the proposed residential density shall be based upon the demonstrated ability of the existing building to accommodate such density or intensity of use.

G. Affordable housing.

- (1) Number of Affordable Dwelling Units. For all MDOD Projects containing a minimum of 10 dwelling units, not less than 15% of dwelling units constructed shall be permanently restricted to households who qualify as low income, as that term is defined for the area by the Massachusetts Executive Office of Housing and Liveable Communities (EOHLC), or successor agency. For purposes of calculating the number of units of Affordable Dwelling Units required within the Project, any fractional unit shall be deemed to constitute a whole unit.
- (2) Affordable Dwelling Units shall be constructed on the same site as market rate units and shall be indistinguishably interspersed throughout the MDOD Project. The Affordable Dwelling Units shall be equal in quality, layout, construction materials, fixtures, and interior and exterior finishes to the base level market rate units in the MDOD.

- (3) Occupants of Affordable Dwelling Units shall have the same access to common areas, facilities and services as occupants of market rate units in the MDOD.
- (4) The total number of bedrooms in Affordable Dwelling Units shall be proportionate to the total number of bedrooms in all units of the MDOD Project.
- (5) In Projects that are constructed in phases, Affordable Dwelling Units shall be constructed and occupied in proportion to the number of units in each phase of the Project.
- (6) To the extent permitted by applicable law, otherwise qualified Northborough residents shall have a first opportunity and preference for the Affordable Housing Dwelling Units in the MDOD. For the purposes of this requirement, "Northborough residents" shall be defined as a current Town of Northborough resident (as established through certification by the Northborough Town Clerk based on census, voting registration, or other acceptable evidence), or a current employee of the Town of Northborough or business establishment located in Northborough, or household with children attending the Northborough/Southborough Regional Public School District.
- (7) Affordable Housing Restriction. Affordable Dwelling Units shall be Local Action Units developed in compliance with the requirements for the same as specified by Commonwealth of Massachusetts Executive Office of Housing and Liveable Communities (EOHLC), or successor agency as part of the Local Initiative Program, 760 CMR 56.00, or otherwise. All such affordable dwelling units shall qualify for inclusion of the Subsidized Housing Inventory (SHI) maintained by the EOHLC, and shall be subject to an affordable housing restriction, consistent with the universal deed rider used in the Local Initiative Program, 760 CMR 56.00, which shall be recorded with the Worcester Registry of Deeds or district registry of the Land Court. The term of the Affordable Housing Restriction shall be in perpetuity. Each Affordable Dwelling Unit shall comply with MA Executive Office of Housing and Livable Communities' Affirmative Fair Housing Marketing and Resident Selection Plan Guidelines. No certificate of occupancy for a dwelling unit in a MDOD Project shall be issued until the Affordable Housing Restriction is recorded.

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

- (1) Buildings
  - (a) Multiple buildings are allowed on one lot.
  - (b) The front façade of new building(s) shall be oriented parallel to the public street that provides the lot with frontage. For a MDOD Project with buildings set back from the public street, buildings shall face the access way that serves them or a courtyard.
  - (c) New building(s) parallel to the public street shall be compatible with the height and architecture of noteworthy buildings that share a functional or visual relationship to the proposed buildings. For a MDOD Project with multiple buildings, taller buildings shall be set back from the public street. To create a unified and defined street, consistent alignment of buildings is encouraged.
  - (d) Stucco, metal or fiberglass as a primary building finish material shall not be used.

- (e) Front building facades shall be modulated with horizontal offsets, recessed entries, or protrusions, where applicable. Vertical articulation may include colonnades, bay windows, porches or balconies, architectural detailing, and fenestration patterns.
- (f) Buildings with multiple non-residential tenants on the first floor shall articulate the façade in a manner that distinguishes the location of tenants through the use of decorative raised or depressed vertical surfaces, variations in signage, awnings marquees, colonnades or arcades.
- (g) Blank walls adjacent to streets, parking lots or open spaces shall not be permitted. Where windows are not possible or appropriate given the intended use, vertical articulation in the form of raised or recessed surfaces, shall be used to break up blank walls.
- (h) Flat roofs shall only be allowed if they are capped by an architectural parapet or cornice that acts as a structural expression of the building façade and materials.
- (i) Rooftop mechanical equipment shall be screened so it is not visible from the pedestrian level. It can be integrated into the overall design of the building by use of materials, placement, roof shape or form, or other means.
- (j) The placement of gas meters, electric meters, compressors, transformers, etc. along the street-facing façade should be avoided unless there are compelling reasons to do so, and they are screened from view.

## (2) Site Design

- (a) Clearly delineated pedestrian walkways or pathways shall be provided between buildings on the same lot and between buildings and parking areas, recreation facilities, and adjacent lots to ensure a continuous pedestrian pathway throughout the district. All new sidewalks and pedestrian walkways shall be designed and constructed to be accessible in accordance with applicable laws, including the Rules and Regulations of the Massachusetts Architectural Access Board (AAB).
- (b) No use other than landscaping, pedestrian amenities, outdoor dining, sidewalks, and signs shall be permitted within the minimum required front yard of any lot.
- (c) Outdoor lighting for streets, parking areas, walkways, and gathering spaces shall be decorative and of a scale that is appropriate for a multi-family or mixed-use development. Light poles and fixtures shall not exceed 20 feet in height measured from the base to the highest point of the fixture.

## (3) Off-Street Parking

- (a) Parking requirements shall be consistent with Section 7-09-030 except MDOD Projects approved under this section may provide fewer parking spaces where, in the determination of the Planning Board, proposed parking is found to be sufficient to meet the needs of the Project. The Planning Board may consider proximity to municipal and on-street parking, mixed uses, as well as the existence of a reciprocal agreement for shared parking that is consistent with Section 7-09-030C.(3). The Applicant shall demonstrate that parking will meet demand by using accepted methodologies (e.g. the Urban Land Institute Shared Parking Report, ITE Shared Parking Guidelines, or other approved studies).

- (b) Parking areas shall be located to the side and rear of buildings, underground, within a parking garage, or on the first floor of multifamily structures.
- (c) Abutting property owners are encouraged to coordinate parking layouts, including combining and connecting with adjacent parking lots, and coordinating access to their parking lots, including utilizing common curb-cuts and driveways under reciprocal agreements. The Planning Board may permit such shared driveways, curb cuts and combined parking lots if the applicant can demonstrate that the proposed design improves on-site and off-site circulation and/or results in a small parking area.

(4) Common Open Space

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

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

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

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

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

**ARTICLE 53: Zoning Bylaw – Sections 7-03-030 and 7-05-010.A Use Variances**

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

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

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

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

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

**ARTICLE 54: Zoning Map –Re-Zoning Industrial District off of Southwest Connector**

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

(INSERT MAP)

**ARTICLE 55: Zoning Bylaw Section 7-03-060 Design Review, Section 7-04-010 Classification of Districts, Section 7-05-030, Table of Uses, Table 1, Part B. Commercial and Industrial Districts, Section 7-06-020, Table 2. Table of Density and Dimensional Regulations, Section 7-09-020 Site design standards, Section 7-09-030 Off-street parking and loading, Section 7-09-040 Signs, Section 7-07-030 Major Commercial Development Overlay District**

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

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

- B. Applicability.

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

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

A. Districts

(2) Nonresidential districts.

(a) Business districts.

[1] Downtown Business (DB).

[2] Business East (BE).

[3] Business West (BW).

[4] Business South (BS).

[5] Highway Business (HB).

[6] Highway Business Southwest (HBSW)

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

(1) Groundwater Protection Overlay District (GPOD).

(2) Floodplain Overlay District (FOD).

~~(3) Major Commercial Development Overlay District (MCDOD).~~

(34) Residential- Open Space Planning Overlay District (ROPOD).

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

<b>USES</b>	<b>DB</b>	<b>BE</b>	<b>BW</b>	<b>BS</b>	<b>HB</b>	<b><u>HBSW</u></b>	<b>I</b>
<b>EXEMPT USES</b>							
See Section 7-05-020(A)	Y	Y	Y	Y	Y	<u>Y</u>	Y
<b>RESIDENTIAL USES</b>							
<b>A. Principal Uses</b>							
Single-family dwelling, attached <sup>9</sup>	BA	N	N	N	N	<u>N</u>	N
Multifamily dwelling <sup>10</sup>	BA	N	BA	N	N	<u>N</u>	N
Congregate residence	BA	BA	BA	N	N	<u>N</u>	N
Assisted living facility	BA	BA	BA	N	N	<u>BA</u>	N
<b>B. Accessory Uses</b>							
Accessory dwelling unit	BA	BA	BA	N	N	<u>N</u>	N
Boarding house	BA	N	N	N	N	<u>N</u>	N
Solar photovoltaic installation, roof-mounted	Y	Y	Y	Y	Y	<u>Y</u>	Y
Solar photovoltaic installation, canopy-mounted <sup>11</sup>	Y	Y	Y	Y	Y	<u>Y</u>	Y
Small-scale ground-mounted solar photovoltaic installation	Y	Y	Y	Y	Y	<u>Y</u>	Y
<b>Home occupation</b>							
Home professional office	N	N	N	N	N	<u>N</u>	N
Home personal service	N	N	N	N	N	<u>N</u>	N
Home business workshop	N	N	N	N	N	<u>N</u>	N
Home hospitality or tourism establishment	N	N	N	N	N	<u>N</u>	N
Home specialty retail	N	N	N	N	N	<u>N</u>	N
<b>EXTENSIVE USES</b>							



Golf course	N	N	N	N	BA	<u>N</u>	PB
<b>INSTITUTIONAL USES</b>							
Cultural use	Y	Y	Y	N	BA	<u>BA</u>	N
Hospital	N	N	N	N	N	<u>PB</u>	PB
Medical clinic or ambulatory surgery center	N	N	BA	BA	Y	<u>Y</u>	Y
Nursing home or rest home	BA	BA	BA	N	BA	<u>BA</u>	N
Adult day care	BA	BA	BA	BA	BA	<u>BA</u>	BA
Non-profit club or membership organization	Y	Y	Y	Y	BA	<u>BA</u>	N
<b>MIXED USES</b>							
Limited mixed-use building	Y	Y	Y	BA	N	<u>N</u>	N
Artist live/work unit	Y	BA	BA	BA	N	<u>N</u>	N
Shop for custom work	Y	Y	Y	BA	BA	<u>PB</u>	PB
Vertical mixed-use development	Y	Y	Y	BA	N	<u>N</u>	N
Horizontal mixed-use development	BA	N	BA	BA	N	<u>N</u>	N
Farm business	N	Y	Y	N	N	<u>N</u>	N
Continuing care retirement community	N	N	BA	N	N	<u>BA</u>	N
<b>BUSINESS USES</b>							
<b>Trade</b>							
Retail store <sup>12</sup>	Y	Y	Y	Y	Y	<u>Y</u>	N
Drive-through retail <sup>13</sup>	N	BA	BA	BA	BA	<u>BA</u>	N
Art studio or gallery	Y	Y	Y	N	Y	<u>Y</u>	N
Commercial greenhouse	N	Y	Y	BA	Y	<u>PB</u>	N
Wholesale trade	N	N	BA	BA	Y	<u>PB</u>	Y

Grain, lumber, construction or garden supply sales	N	N	BA	N	Y	<u>PB</u>	Y
Temporary outdoor sales of holiday horticultural products	Y	Y	Y	Y	Y	<u>Y</u>	Y
<b>Hospitality and Food Services</b>							
Bed and breakfast; inn	Y	Y	Y	BA	BA	<u>BA</u>	N
Hotel, motel or conference center	BA	N	BA	BA	Y	<u>PB</u>	PB
Restaurant, excluding alcoholic beverages	Y	Y	Y	BA	Y	<u>Y</u>	N
Restaurant, including alcoholic beverages	BA	BA	BA	BA	Y	<u>Y</u>	N
Nanobrewery or brew pub	BA	BA	BA	BA	BA	<u>Y</u>	PB
Microbrewery	N	BA	BA	BA	BA	<u>Y</u>	PB
Brewery, distillery, or winery	N	N	N	N	N	<u>PB</u>	PB
Deli, sandwich shop, pizza shop	Y	Y	Y	Y	Y	<u>Y</u>	N
Drive-through food service	N	BA	BA	BA	BA	<u>BA</u>	N
Catering service	BA	Y	Y	Y	Y	<u>Y</u>	N
<b>Recreation and Entertainment</b>							
Commercial recreation, indoor	BA	BA	BA	BA	BA	<u>Y</u>	Y
Commercial recreation, outdoor	N	N	BA	N	BA	<u>PB</u>	PB
Commercial amusement	BA	BA	BA	BA	BA	<u>BA</u>	N
<b>Financial or Professional Services</b>							
Bank	Y	Y	Y	BA	Y	<u>Y</u>	N
Automated teller machine <sup>14</sup>	Y	Y	Y	BA	Y	<u>Y</u>	N
Professional or business office	Y	Y	Y	Y	Y	<u>Y</u>	Y
Medical or dental office	Y	Y	Y	Y	Y	<u>Y</u>	Y
<b>Services</b>							

Personal service establishment	Y	Y	Y	Y	Y	<u>Y</u>	N
Postal service	Y	Y	Y	BA	N	<u>N</u>	N
Educational use, nonexempt	N	N	BA	BA	N	<u>Y</u>	PB
Repair shop	BA	Y	Y	BA	Y	<u>PB</u>	N
<b>Vehicle Sales and Service</b>							
Auto filling or service station	N	N	N	N	BA	<u>PB</u>	PB
Auto repair shop	N	N	N	BA	BA	<u>PB</u>	PB
Auto body shop	N	N	N	N	BA	<u>PB</u>	PB
Auto sales	N	N	N	N	BA	<u>PB</u>	PB
Commercial parking	N	BA	BA	N	BA	<u>PB</u>	PB
<b>Other Business Uses</b>							
Veterinary clinic	N	BA	BA	BA	BA	<u>Y</u>	N
Kennel	N	N	BA	N	N	<u>PB</u>	Y
Funeral home	BA	BA	BA	N	N	<u>N</u>	N
Adult uses	N	N	N	N	BA	<u>N</u>	N
Commercial storage facility	N	N	N	BA	N	<u>N</u>	PB
Marijuana establishment <sup>15</sup>	N	N	N	N	N	<u>N</u>	N
Medical marijuana treatment center <sup>15</sup>	N	N	N	N	N	<u>N</u>	N
<b>PUBLIC SERVICE OR PUBLIC UTILITY</b>							
Bus stop, sheltered	BA	BA	BA	BA	BA	<u>PB</u>	PB
Public transportation terminal	N	N	N	N	BA	<u>PB</u>	PB
Public service or public utility	BA	BA	BA	BA	BA	<u>PB</u>	Y
Communication tower (including wireless communication facility)	PB	PB	PB	PB	PB	<u>PB</u>	PB

<b>INDUSTRIAL USES</b>							
Light manufacturing	N	N	N	BA	N	<u>N</u>	PB
Research and development	N	N	N	N	N	<u>N</u>	Y
Data processing center and records storage	N	N	N	BA	N	<u>N</u>	Y
Printing and publishing	N	N	N	N	N	<u>N</u>	Y
Large-scale ground-mounted solar photovoltaic installation	N	N	N	N	N	<u>N</u>	Y
<b>Transportation and Distribution Uses</b>							
Warehouse	N	N	N	BA	N	<u>N</u>	PB
Trucking, rail or freight facility, or parcel distribution facility	N	N	N	N	N	<u>N</u>	PB
<b>Other Industrial Uses</b>							
Natural resource extraction	N	N	N	N	N	<u>N</u>	PB
Fuel storage	N	N	N	N	N	<u>N</u>	PB
Contractor's yard or lumber yard	N	N	N	N	N	<u>N</u>	PB
Heliport	N	N	N	N	N	<u>N</u>	PB
Accessory uses; see Section 7-05-020(J)	N	N	N	BA	N	<u>N</u>	Y
Hazardous waste facility	N	N	N	N	N	<u>N</u>	PB
Solid waste disposal facility	N	N	N	N	N	<u>N</u>	PB

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

District	Minimum Lot Area (sq. ft.)	Minimum Lot Frontage (feet)	Minimum Lot Width (feet)	Minimum Yard Setbacks			Maximum Front Setback <sup>2</sup>	Maximum Lot Coverage	Minimum Open Space	Maximum Height	
				Front	Side	Rear				Stories	Feet
<b>RA</b>	80,000	200	200	30	15	25	-	25%	-	-	35
<b>RB</b>	40,000	150	150	30	15	25	-	25%	-	-	35
<b>RC<sup>3</sup></b>	20,000	100	100	30	15	25	-	30%	-	-	35

<b>GR<sup>3</sup></b>	15,000	100	100	30	15	25	-	30%	-	-	35
<b>MSR<sup>3</sup></b>	15,000	100	100	30	15	25	-	30%	-	-	35
<b>DN<sup>3</sup></b>	10,000	50	None	15	20	20	30	30%	20%	-	35
<b>DB</b>	4,000	50	None	6	None	None	20	-	15%	-	45
<b>BE</b>	20,000	150	None	15	20	25	75	-	20%	3.0	45
<b>BW</b>	20,000	150	None	15	20	25	75	-	20%	3.0	45
<b>BS</b>	40,000	150	None	40	25	25	-	-	25%	3.0	45
<b>HB</b>	40,000	150	None	50	25	25	-	-	25%	-	-
<b><u>HBSW</u></b>	<u>40,000</u>	<u>150</u>	<u>None</u>	<u>50</u>	<u>25</u>	<u>25</u>	<u>-</u>	<u>50%</u>	<u>25%</u>	<u>-</u>	<u>-</u>
<b><u>I<sup>4</sup></u></b>	60,000	150	None	40	20	25	-	50%	25%	-	60

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

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

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

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

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

G. Signs in business districts.

(c) Highway Business and Highway Business Southwest Districts.

**ARTICLE 56: Zoning Bylaw Section 7-09-030, Off-street parking and loading**

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

- (a) Off-street parking spaces shall be located behind or beside the principal structure on the lot. No parking shall be located closer to the front lot line than the nearest point front line of the principal structure nearest to the front lot line. However, the applicable special permit granting authority may grant a special permit to locate up to twenty-five percent (25%) of the required off-street parking spaces in front of a principal structure, except in the Downtown Business District, and may also authorize a change in any maximum front yard setback where necessary to accommodate such parking. In granting a special permit, the special permit granting authority may impose design, surface treatment, landscaping, lighting and other requirements to mitigate the visual impact of parking areas on views from the road, and may regulate the location of the remaining parking to achieve the purposes of this section.

**ARTICLE 57: Zoning Bylaw Section 7-05-020, Classification of uses and Section 7-05-030, Table 1. Table of Uses. Part B. Commercial and Industrial Districts**

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

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

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

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

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

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

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

**ARTICLE 58: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District**

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

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

Commercial development as allowed per underlying zoning that does not involve as accessory uses the manufacture, storage, application, transportation and/or disposal of toxic or hazardous materials, limited to retail shopping, business or professional office, on lots of at least twenty thousand (20,000) square feet in area where sewage disposal is on-site, such that; a) the impervious cover of the building lot is increased over existing conditions by no more than forty percent (40%) or, where lot coverage will comply with underlying zoning, the proponent can demonstrate and certify that runoff waters leaving the site via surface flow will not violate Class B water quality standards (314 CMR 4.00) and that runoff waters leaving the site via groundwater recharge will not violate Class I groundwater quality standards (314 CMR 6.00); b) the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%); and c) any on-site sewage disposal is less than or equal to one hundred ten (110) gallons per day per ten thousand (10,000) square feet of lot area, such determination to be made by the Building Inspector in conjunction with a staff/consulting civil engineer and other relevant Town staff.

Subsection (3)(c)[3]:

~~[3] Commercial development as allowed per underlying zoning, such that the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%), the impervious cover of the building lot is increased over existing conditions by no more than forty percent~~

~~(40%) or there is no restriction of lot coverage beyond that provided by underlying zoning where proponent can demonstrate and certify that runoff waters leaving the developed site via surface flow will not violate Class B water quality standards (314 CMR 4.00) and runoff waters leaving the site via groundwater recharge will not violated Class I groundwater quality standards (314 CMR 6.00), and any on-site sewage disposal is less than or equal to one hundred ten (110) gallons per day per ten thousand (10,000) square feet of lot area.~~

**ARTICLE 59: Zoning Bylaw Section 7-07-010, Groundwater Protection Overlay District**

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

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

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

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

~~[6] Two family and multifamily residential development on lots of at least twenty thousand (20,000) square feet in area, such that the increase in post-development net runoff volume shall not exceed existing conditions by more than fifteen percent (15%) or such that the impervious cover of the building lot is increased over existing conditions by no more than fifteen percent (15%) and any on-site sewage disposal is less than or equal to two hundred twenty (220) gallons per day per ten thousand (10,000) square feet of lot area.~~

~~[7]~~

**ARTICLE 60: Zoning Bylaw Section 7-03-060, Design Review**

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

B. Applicability.



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

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

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

E. Appointment of the Design Review Committee.

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

**ARTICLE 61: Zoning Bylaw Section 7-09-020, Site design standards**

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

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

**ARTICLE 62: Zoning Bylaw Section 7-09-020, Site design standards**

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

- (1) Building placement, design, and orientation.
  - (e) Metal or fiberglass as a primary building finish material shall not be used;
  - (f) Flat roofs may be allowed on buildings as long as the roofline projects upward from the building surface as a decorative cornice or parapet;

**ARTICLE 63: Zoning Bylaw – Section 7-09-040, Signs**

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

**7-09-040 Signs.**

A. Purpose. Signs are a necessary means of communicating information. Since signs are intended to be seen, they attract attention and are one ~~(1)~~ of the most visible and apparent aspects of a town’s character. They tend to produce a lasting impression on residents and visitors, and they provide an indication of the

commercial health of a business area and a town as a whole. Simplicity in design and restrained use of signs are necessary to prevent a sign overload, which creates clutter and is as confusing as no signs at all.

C. Sign permits. Non-Conformity and Compliance.

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

E. Construction and maintenance of signs.

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

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

G. Signs in business districts.

(1) Type, size and number of signs. Unless otherwise provided herein, each business establishment shall be allowed not more than two of the following types of signs: wall, projecting/blade, free-standing, or awning.

There shall not be more than the following on each lot:

(a) Downtown Business District.

[1] Lot with one (1) or two (2) tenants:

[a] Freestanding sign: one (1) freestanding sign; size not to exceed thirty-two (32) square feet, height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name(s) of tenant(s) and address of the facility, in a fixed manner. Auto filling stations ~~and~~ may have an additional sixteen (16) square feet of space for changeable copy message.

[b] Wall sign: one (1) wall sign not to exceed 10% of the wall size of the unit or thirty-two (32) square feet in area (whichever is smaller) for each tenant or two (2) wall signs with a combined total area not to exceed thirty-two (32) square feet.

[c] Directory sign: one (1) directory of the tenants of the building, affixed to the exterior wall. The area of the directory sign shall not exceed one (1) square foot for each tenant of the building.

[2] Lot with three (3) or more tenants.

[a] Freestanding sign: one (1) freestanding sign for each ten (10) tenants; size not to exceed forty (40) square feet, height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name and address of the facility in a fixed manner, and may include space for listing of individual tenants. Auto filling stations ~~and~~ may have an additional twenty (20) square feet of space for changeable copy message. When more than one (1) freestanding sign on a lot, there shall be not less than fifty (50) feet between signs and no sign shall be located so as to obstruct the viewing of any other sign.

[b] Wall sign: one (1) wall sign not to exceed 10% of the unit wall space of the unit or thirty-two (32) square feet, whichever is smaller, for each tenant, attached to the wall of the store, or two (2) wall signs with a combined total area not exceeding thirty-two (32) square feet.

[c] Directory sign: one (1) directory of the tenants affixed to the exterior wall of the building. Such directory sign shall not exceed an area determined on the basis of one (1) square foot for each tenant of the building.

(b) Business East, Business West, and Business South Districts.

[1] Lot with one (1) or two (2) tenants.

[a] Freestanding sign: one (1) freestanding sign, size not to exceed thirty-two (32) square feet in area, height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name(s) of the tenant(s) and address, in a fixed manner and may have an additional sixteen (16) square feet of space for changeable-copy message.

[b] Wall sign: one (1) wall sign not to exceed 10% of the wall size of the unit or thirty-two (32) square feet in area, whichever is smaller, for each tenant, or two (2) wall signs with a combined total area not to exceed thirty-two (32) square feet for each tenant.

[c] Directory sign: one (1) directory of the tenants of the facility, affixed to the exterior wall. Such directory sign shall not exceed an area determined on the basis of one (1) square foot for each tenant of the building.

[2] Lot with three (3) or more tenants.

[a] Freestanding sign: one (1) freestanding sign for each ten (10) tenants located on the lot; size not to exceed fifty (50) square feet, height not to exceed ten (10) feet as measured from the ground to the highest point of the sign or twelve (12) feet to the top of the sign structure. The freestanding sign shall indicate the name of the facility and address in a fixed manner and may have space for listings of individual tenants. and may have an additional twenty-five (25) square feet of space for changeable-copy message.-When there is more than one (1) freestanding sign on a lot, there shall be not less than fifty (50) feet between signs, and no sign shall be located to obstruct the viewing of any other sign.

[b] Wall sign: one (1) wall sign not to exceed 10% of the wall size of the unit or thirty-two (32) square feet, whichever is smaller, for each tenant, attached to the wall of the store, or two (2) wall signs with a combined total area not exceeding thirty-two (32) square feet for each tenant.

[c] Directory sign: one (1) directory of the tenants of the building affixed to the exterior wall of the building. Such directory sign shall not exceed an area determined on the basis of one (1) square foot for each tenant of the building.

(c) Highway Business District.

[1] Lot with one (1) or two (2) tenants.

[a] Freestanding sign. Not more than one (1) freestanding sign, size not to exceed one hundred (100) square feet, height not to exceed twenty (20) feet as measured from the ground to the highest point of the sign. The freestanding sign shall indicate the name(s) of the tenant(s), in a fixed manner and may have an additional fifty (50) square feet of space for changeable-copy message. Electronic message centers may be used as part of a freestanding sign.

[b] Wall sign: one (1) wall sign, size not to exceed 10% of the wall size to which the sign is affixed or two-one hundred fifty (250+100) square feet, whichever is smaller, for each tenant, or two (2) wall signs with a combined total area not to exceed two hundred fifty (250) one hundred (100) square feet for each tenant.

[c] Directory sign: one (1) directory of the tenants of the building affixed to the exterior wall. Such directory sign shall not exceed an area determined on the basis of one (1) square foot for each tenant of the building.

[2] Lot with three (3) or more tenants.

[a] Freestanding sign. Not more than one (1) freestanding sign for each ten (10) tenants located on the lot; size not to exceed one hundred (100) square feet, height not to exceed twenty (20) feet as measured from the ground to the highest point of the sign. The freestanding sign shall indicate the name of the facility and address in a fixed manner and may have space for listings of individual tenants—and may have an additional fifty (50) square feet of space for changeable-copy message. When there is more than one (1) freestanding sign on a lot, there shall be not less than fifty (50) feet between signs, and no sign shall be located to obstruct the viewing of any other sign.

~~[3]~~[b] Wall sign: one (1) wall sign, size not to exceed 10% of the wall size to which the sign is affixed or two-one hundred fifty (250~~400~~) square feet, whichever is smaller, for each tenant, or two (2) wall signs with a combined total area not to exceed two hundred fifty (250) one hundred (100) square feet for each tenant.

~~[4]~~[c] Directory sign. There may be not more than one (1) directory of the tenants of the building affixed to the exterior wall of the building. Such directory sign shall not exceed an area determined on the basis of one (1) square foot for each occupant or tenant of the building.

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

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

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

## **ARTICLE 64 Street Acceptances**

To see if the Town will vote to accept as a public way the roadway known as Harrington Lane, situated west of Washburn Street in the central section of the Town of Northborough, as heretofore laid out by the Select Board in the manner shown on a plan entitled:” Roadway Acceptance Plan of Harrington Lane in Northborough, MA” , prepared by Connorstone Engineering Inc., dated December 4, 2023, last revised March 6, 2024, a copy of which has been placed on file at the Town Clerk’s Office, and to authorize the

Select Board to acquire on behalf of the Town, by purchase, gift, eminent domain, or otherwise, interests in property, including drainage and open space easements, sufficient to use said way for all purposes for which public ways are used in the Town of Northborough, or take any action relative thereon.

**ARTICLE 65: Reports**

DRAFT

Know All Men By These Presents  
That the  
Town of Northborough

A body corporate and politic situated in the County of Worcester and Commonwealth of Massachusetts, for and in consideration of Five Hundred Dollars for burial plot and Seven Hundred Dollars for perpetual care, a total of One Thousand Two Hundred Dollars to be paid by \_\_\_\_\_ of \_\_\_\_\_, the receipt whereof is hereby acknowledged, does hereby sell and convey unto the said \_\_\_\_\_ and/or his/her heirs, executors, administrators and assigns (subject to all limitations upon succession and transfer prescribed by the laws of the Commonwealth and regulations of the Board of Cemetery Commissioners of the Town of Northborough as now or hereafter in force), the sole and exclusive right of burial in the lots in the **Northborough Cemetery**, in said Town of Northborough, shown and numbered as Grave(s) 1080 & 1081, Section 5N upon a plan on file in the office of the Board of Cemetery Commissioners, together with the right of erecting a tomb, cenotaph, monument or other structure upon such lot, subject to the following restrictions:

Upright Marker

However the aforementioned right shall be held and exercised in all instances in accordance with the subject to the regulations of said Cemetery Commissioners as now or hereafter in force, to which said regulations the attention of the grantee is hereby specifically directed.

To Have and to Hold, the above granted premises unto the said Grantee and/or his/her heirs, executors, administrators and assigns forever; subject, however, to the limitations and conditions hereinbefore stated.

In Witness Whereof the said Town of Northborough has caused these presents to be signed in the corporate name of said Town by the Select Board, and the corporate seal of the Town to be affixed thereto, this 11th day of March, 2024.



INHABITANTS OF THE TOWN OF NORTHBOROUGH

*Northborough Select Board*

*Mitch Cohen*

*Kristen Wixted*

*Laura Ziton*

*Julianne Hirsh*

*Lisa Maselli*

Recorded: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk



Know All Men By These Presents  
That the  
Town of Northborough

A body corporate and politic situated in the County of Worcester and Commonwealth of Massachusetts, for and in consideration of Seven Hundred Fifty Dollars for burial plot and One Thousand Fifty Dollars for perpetual care, a total of One Thousand Eight Hundred Dollars to be paid by \_\_\_\_\_ of \_\_\_\_\_, the receipt whereof is hereby acknowledged, does hereby sell and convey unto the said \_\_\_\_\_ and/or his/her heirs, executors, administrators and assigns (subject to all limitations upon succession and transfer prescribed by the laws of the Commonwealth and regulations of the Board of Cemetery Commissioners of the Town of Northborough as now or hereafter in force), the sole and exclusive right of burial in the lots in the **Northborough Cemetery**, in said Town of Northborough, shown and numbered as Grave(s) 1082, 1083 & 1084, Section 5N upon a plan on file in the office of the Board of Cemetery Commissioners, together with the right of erecting a tomb, cenotaph, monument or other structure upon such lot, subject to the following restrictions:

Upright Marker

However the aforementioned right shall be held and exercised in all instances in accordance with the subject to the regulations of said Cemetery Commissioners as now or hereafter in force, to which said regulations the attention of the grantee is hereby specifically directed.

To Have and to Hold, the above granted premises unto the said Grantee and/or his/her heirs, executors, administrators and assigns forever; subject, however, to the limitations and conditions hereinbefore stated.

In Witness Whereof the said Town of Northborough has caused these presents to be signed in the corporate name of said Town by the Select Board, and the corporate seal of the Town to be affixed thereto, this 11th day of March, 2024.

INHABITANTS OF THE TOWN OF NORTHBOROUGH



*Northborough Select Board*

*Mitch Cohen*

*Kristen Wixted*

*Laura Ziton*

*Julianne Hirsh*

*Lisa Maselli*

Recorded: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk