



TOWN OF WESTBOROUGH

**Report & Recommendations
of the
Advisory Finance Committee
to the
ANNUAL TOWN MEETING
March 19, 2022 (FY2023)**

Michael Barretti, Chair

Walter Leslie, Vice-Chair

Beth Blumberg

Melanie Board

Andrew Bradley

Thomas Dolan, Jr.

Paul Huegel

Hank Rauch

Zafar Siddiqui

Town Meeting At A Glance

Prepared by Town Moderator, John E. Arnold

Welcome to Westborough's Town Meeting - Westborough's legislative body! Here, every voter can act as a citizen/legislator for our town. As Moderator, my responsibilities include presiding over and regulating debate at the Town Meetings and acting as chief parliamentarian. This is guided by the Town's Charter, Bylaws, local tradition, and Town Meeting Time (a handbook published by the Massachusetts Moderators Association).

Though the final determination of any action at Town Meeting depends on these rules and the situation at hand, the following is a brief summary of our Town Meeting guidelines with which every participant should be familiar:

- Only registered voters who have checked in with the Town Clerk's staff at the meeting can vote. Each voter must be present at the meeting to vote and can only vote once on each motion put to a vote.
- Only voters and those non-voters who have been granted permission may address the meeting. Town employees who have been requested to attend the meeting are allowed to address the meeting.
- Only one person can address the meeting at a time and the Moderator chooses who can address the meeting. Someone wishing to address the meeting can raise their voting slip or voting device or stand at one of the designated microphones.
- No one can address the meeting more than twice on any question before the meeting unless they receive the permission of the meeting (by vote). Answering a question or providing information requested does not count as addressing the meeting. Each "speech" by someone addressing the meeting is **limited to 2 ½ minutes**.
- The proponent of an article is allowed to make a presentation no longer than **10 minutes** explaining the topic under consideration and advocating for the motion that has been made. If subsequent questioning and deliberation shows sustained interest in a particular aspect of the discussion, the Moderator may grant more time for a presentation on that aspect.
 - With advance notice to the Moderator, one or more voters who are opponents of an article may be given permission to make a presentation using the same rules.
- A voter who has a question about procedure or process may call out "point of order" at any time and the Moderator will address the question

- After there has been adequate debate, a voter can “move the question” (a motion to terminate debate and move to a vote) as long as the motion is not part of a speech advocating for or against the motion. That motion, if accepted, is not debatable and requires a $\frac{2}{3}$ vote.

WESTBOROUGH ADVISORY FINANCE COMMITTEE

REPORT AND RECOMMENDATIONS

TO THE

ANNUAL TOWN MEETING, SPRING 2022

(MESSAGE APPROVED: March 10, 2022. Subject to change before Town Meeting)

Thank you for attending this year's Annual Town Meeting.

Town Meeting and the Advisory Finance Committee:

The legislative practice of **Open Town Meeting** is one of the purest forms of democratic governance. In use for over 300 years, Open Town Meeting gives Massachusetts voters a chance to voice their opinions and directly effect change in their communities. Westborough residents join together on a designated day and time to vote the course of government in our town.

Town Meeting is our town government's legislative body and determines the course of local government by voting on appropriations, zoning and general bylaws, and other business, such as purchasing or selling public land or approving special legislation according to state law. Throughout the year, elected and appointed officials in our local government act within the framework of the Massachusetts General Laws and our Town bylaws and policies. **The Select Board** are the Town's executive officers and are authorized to call a Town Meeting provided that they post a Warrant.

The **Advisory Finance Committee (AFC)** is appointed by the Town Moderator. To this Committee are referred all warrant articles for any Town Meeting, including budgets, transfers, borrowings, and bylaws for consideration. The AFC then reports to the Town Meeting and makes such recommendations as it deems to be in the best interests of the Town and its citizens. (Town of Westborough General Bylaws, Article 3, Section 4.)

Review Process and Findings:

In our role as your Advisory Finance Committee is a responsibility to act on your behalf and, in so doing, maintain an affirmative obligation to act with confidence in our recommendations. To fulfill our role, we have reviewed the entire Warrant and have extensively discussed each Article to prepare this Report and Recommendations to you, the legislative body, for your consideration as you decide the direction of the Town in the closing months of FY 2022, and the circumstances we face entering FY2023.

This current 2022 Fiscal Year continues to follow a unique historical trajectory. It is one of a town functioning through a global pandemic and restrictions on public gatherings, some shifts in

service emphasis, uncertainty about Federal, State and local revenues, and a historic Federal relief program, known as the American Rescue Plan Act (ARPA).

In the last months of CY2021, we began a series of regular committee meetings, individual AFC liaison fact-finding exchanges with Town personnel, and active subject matter research to inform and shape our individual and collective opinions. We have met in joint session with the Select Board and School Committee, the Town Manager and Finance Director, the Superintendent of Schools, Department Heads, other elected and appointed committees, and citizen petitioners, to understand budget requirements and the effect on the Town of the proposed operating and school budgets, and the Warrant Articles you will see elsewhere in this document. Where a better understanding was necessary, we revisited requests for clarification or additional specifics.

Departments and individuals with budgets that had increases or changes were asked to justify the line-items in great detail, with quantified back-up. After further consideration by departments and the Town Manager, the Select Board and School Committee, some articles or budget items were modified or did not come forward in the final Warrant. We feel that this process has clarified requests and discouraged unjustified proposals for spending. The AFC was also intentional in asking about potential ramifications, in costs and service-levels, related to articles which may be brought forward at the Fall Town Meeting, or even in future budget years.

After the above process and resulting deliberations, **the AFC found that most Articles and the proposed budget appear reasonable and justified when considered individually and as a whole.** In this document you will also see where there was a divergence of opinion reflected in the AFC votes.

However, notwithstanding the aforementioned, this year's **proposed tax levy is extraordinary.**

There are two basic drivers to the proposed levy which make up 79% of the total of **\$1,097.91** of the increase to the average house tax bill. The first is the aberrational increase in residential property values, which contributes approximately \$515 of the increase, and the second is attributable to School Department compensation increases (including those related to the teacher's contract) which contribute approximately \$350. These two causes are inescapable and, with regard to the former, are the result of uncontrollable market forces and, to the latter, contractual obligations. It should also be noted that the School Committee and the School Department, recognizing the potential impact of increased spending, followed a budgeting process which essentially level-funded most operations, confining any increases over FY22 to areas that were significantly affected by prior year pandemic-induced deficiencies, such as in technology, and dealing with a substantial circuit breaker reimbursement gap.

The remaining spending contributing to the proposed levy is necessary operational spending in essential services. This spending can in part be justified by the approximate 10% increase in the Town's population since the last census. It should be noted that, in the course of developing the operating budget, Town Management was acutely aware of the principal drivers and acted deliberately to restrain spending, especially with respect to staffing increases and related costs. In addition, \$471,000 of General Fund reserves was used to offset some of the levy increase.

Some of the increased spending which appears in this report was also set in motion by Warrant Articles approved at past Town Meetings. While there are some new undertakings, the majority of the budget and Warrant Articles are linked to Westborough's Strategic Plan initiatives, which were prioritized with resident input, and also conform to community direction provided by voters at past Town Meetings.

Despite the headwinds created by the real estate market and contractual obligations, Westborough seems to have fought off the major financial effects of the pandemic and remains financially stable. We continue to enjoy a local government that has provided a steady level of service throughout the pandemic years. In short, the Town of Westborough is in good financial health, has an excellent credit rating, and the prospects for FY2023 and beyond look brighter. In this we recognize the continuous effort of the Town Manager's team, Department Heads, and Town employees, along with strong fiscal policies developed by the Select Board, and the help of State and Federal authorities.

However, as we have said to the past two Town Meetings, we must keep our fiscal guard up. As we have learned - and we reiterate - things can change literally overnight, and local and personal prosperity can be short-lived. The past three years have revealed the vulnerability we could create with unrestrained spending on projects and services. As thoughtful and forward thinking as our Strategic and Master Plans are, they should not be construed as approval by any means. Rather, we believe they should inform and guide Town Meeting choices, allowing for the opportunity to reaffirm the advisability of funding projects and services without creating economic stress on the community as a whole, or for individual constituencies. **It should be noted that there are many competing projects and infrastructure needs on the near horizon.** So, in carrying forward our principal message from the previous years, **we caution that we must continue to be judicious and thoughtful in how we spend as a community.** Our concern remains that while there is wealth and great value in our Town, and we are still a desirable, growing and changing community, cumulative increases in local taxation **as a consequence of well-meant but premature spending** will continue to challenge us in many ways.

A Word About the American Recovery Plan Act (ARPA) Funds:

Over the last two years, Westborough, like other communities in the Commonwealth, has been the recipient of State and Federal funding initiatives to counteract the effects of the pandemic. These funds were undoubtedly beneficial in funding items which, if self-funded, would have negatively affected our cash reserves or further impacted the tax levy.

Most recently, we were granted \$5.7 million in ARPA funds. All of these funds must be obligated by the end of CY2024 and expended by the end of CY2026. We received the first tranche of 50% and will receive the remainder within the next 12 months. While no decisions have been yet made as to the use of these funds, you will see reference to them mentioned in some of the proposed Warrant Articles, notably those dealing with major capital expenditures. As with most grants from the Federal government, there are many complicated stipulations (some would say onerous) as to how and on what these funds may be spent. To ensure that we do not later have to deal with a claw-back effect, Town Management has embarked on a very

deliberative process for identifying eligible spending priorities, and Westborough, like other communities, is employing the services of an expert firm to help with this process; the cost of these services will come from the ARPA grant itself. Once eligibilities and priorities are identified, a multi-level approval process will take place, including the Town Manager, the Advisory Finance Committee, and the Select Board.

Estimated Expenditures and Revenues for FY2023 (See financial tables):

Fiscal Year 2023 begins on July 1, 2022. Valuations, receipts and tax revenues may vary during the fiscal year and are not finalized until after the Fall Special Town Meeting. Hence, the financial statements in this AFC Report include “estimated” figures in a number of the calculations.

Expenditures:

Total Town Operating Budget (See Warrant Article 4)

Line item spending has been impacted in some instances by current inflation. Key drivers of increases which impact tax bills for FY23 include:

- Schools: Up 5.54% (to \$60,410,677) due primarily to contractual obligations. There is also a substantial state circuit breaker gap of \$630,912.
- General Fund Debt Service: Up 6.51% (to \$10,176,233) due primarily to previously approved projects.
- Town Salary and Expenses: Up 2.44% (to \$21,101,755) consequential to salary adjustments.
- Insurance (for both schools and town): Up 5.53% (to \$14,847,402.)
- Worcester County Retirement and Cherry Sheet Assessment: Up 10.03% (to \$6,479,478.)

Total proposed FY23 Expenditures of \$136,411,756 represent a 5.09% increase (\$6,608,751) over FY22 and includes non-borrow Warrant Articles (if approved) and capital improvement offsets, neither of which affect the tax rate.

Revenues:

Total Estimated Non-Tax Levy Revenues shows an increase of 3.93% (or \$1,810,962). Among estimated Non-Tax Levy Revenues, State Aid (Chapter 70, and unrestricted aid) are estimated to only increase slightly over FY22.

Tax Levy Revenue:

Taxes:

The **estimated Total Town Valuation** increases by 7.67% (or \$347,516,253) from \$4,529,379,144 in FY22 to \$4,876,895,397 in FY23.

The Town's **estimated Excess Levy Capacity** for FY23 is \$12,736,375, or 12.58% of the FY23 **Levy Limit** of 101,282,134. This represents a decrease in Excess Levy Capacity over FY22. This confirms that the Town does not spend up to its full levy limit and that no Proposition 2 1/2 override is required to pass this budget.

The **estimated Tax Levy** (the amount to be raised through **property taxes**) is estimated to increase by 5.73% (or \$4,797,539.)

The **estimated Tax Rate** for FY23 is \$18.16 per \$1,000 in value, with an **average house value** of \$629,315, which is an increase in value 12.66% over FY22.

The **estimated FY23 Average House Tax Bill** is going up by \$1,097.88, which is a 10.63% increase. (**Note:** The Select Board recently voted to maintain a single tax rate for residential and commercial properties. The Tax Classification Hearing for FY23 will happen in the Fall of **2022**, when the final FY23 Tax Rate will be set after estimates can be stated as actuals for FY22.)

Federal Aid:

As written earlier, Westborough has also been advised that it will be the recipient of \$5.7 million in Federal funding under the American Rescue Plan Act. The Town is now in the process determining allowable uses and identifying spending priorities.

Reserves and Debt Service:

The **General Fund Operating Budget percentage in reserves** is projected for FY23 at 12.90% and so remains within the 10-15% range, which is the targeted goal stated in Westborough's Comprehensive Fiscal Management Policies. A consequence of this is that Westborough continues to earn a Standard & Poor's AAA bond rating, allowing the Town to borrow at a favorable rate to fund future investments.

As advised over the last three years, **debt obligations resulting from current, pending and proposed Town projects and capital purchases will impact future taxes and water/sewer fees.** Tax revenues from the Dell Webb/Pulte properties being constructed on the State Hospital grounds are allocated to a Capital Improvement Fund to help off-set debt service and capital costs but will take several years to reach full potential.

The **General Fund Debt to General Fund Operating Budget Ratio** in the proposed FY23 budget is within the 7% debt ratio included in the Comprehensive Fiscal Management Policies. In compliance with the Town Finance Team's debt strategy, it **does not include any future debt commitments**, and is partially offset by the Capital Improvement Fund.

As we wrote last year, we are aware of desired future projects which would benefit the community but would require significant borrowing. Consequently, we must also be aware of potential impacts of debt service costs on household tax bills. Future debt management projections, **if additional proposed projects impose debt concurrently with those already**

being financed, could approach or exceed the General Fund Debt to General Fund Operating Budget Ratio, which could result in significant future increases on the average house tax bill.

Thoughts on Community Spending and Value:

As we have stated several times previously, if managing household tax bill increases is a priority, then going forward voters should begin to focus on opportunities to manage expectations and pacing surrounding increased services and facilities which result in sharp increases in spending, year-over-year. The effects of such spending are **cumulative** with respect to taxation.

As we have also previously said, the AFC recognizes that in community feedback in the development of the Strategic and Master Plans, residents express satisfaction with Westborough's New England Town feel, among many other tangible and intangible features. Residents love the community. But the list of wishes for Westborough over the next 20 years is long, **and improvements will come at a significant cost to taxpayers.**

Town Meeting, as the legislative branch of our municipal government, has an important role to play in managing and pacing the impacts of Town growth on all taxpayers. We reiterate our strong recommendation that **Town Meeting voters have a clearer view of the cost estimates and tax bill impact projections for any future building projects or significant expansions in the operating budget**, in order to make a more fully informed decision about the votes they cast.

If the value of new projects and services to the residents are deemed by Town Meeting to be worthwhile investments and expenditures for maintaining and improving Westborough, **then the financial reality may likely include tax increases above cost of living increases and inflation, the current economic situation notwithstanding.**

The Advisory Finance Committee meets regularly to review plans and financial information, as well as maintaining liaison relationships with town departments, and elected, appointed and voluntary committees. Doing so allows us to explore and anticipate the fiscal needs of Westborough, and report with confidence to the Town Meeting. You are cordially invited to visit our web page on the Westborough Town Website, reach out to us through email at fincom@town.westborough.ma.us, and/or attend our meetings.

Respectfully submitted,

Advisory Finance Committee

Westborough, Massachusetts

Municipal Fund-Based Accounting: A Primer

Fund accounting is a system of accounting used in non-business entities, such as nonprofits, government agencies, churches, hospitals and colleges and universities. Fund accounting differs from traditional business accounting, which focuses on identifying how successful an entity has been at creating profits. Non-profits and governments are not designed to generate profits but rather to deliver services. An alternative accounting method gives non-profits a more fitting approach to tracking and reporting their finances.

Separation of Funds

Fund accounting breaks down an organization financial management into a series of separate funds. **Each fund stands on its own** and reports separate income and balance sheets. This contrasts with traditional business accounting, which measures the finances of an entity as a whole. **Generally Accepted Accounting Principles (GAAP)**, which are a standard set of principles, guidelines and standards used in the United States, **require that governments use fund accounting**. This means that the finances of a municipal government, are broken into different funds, such as general operating, enterprise funds, stabilization and revolving funds. Fund accounting standards are specified by the Government Account Standards Board (GASB) in Statement No. 54.

Tracking Restrictions

Fund accounting allows groups to manage the diverse streams of revenue that they receive and to monitor the restrictions often attached to that revenue. By breaking up an entity's finances into appropriate funds, fund accounting enables organizations to keep the revenues that it receives in the proper categories and prevents those revenues from being spent on inappropriate expenses. For instance, tax revenues in a government typically can only go toward funding certain services. Similarly, nonprofit organizations often receive donations that have restricted uses, such as toward the construction of a particular building or the operations of a specific program.

Evaluation

Fund accounting provides organizations with the tools to consider how well they are meeting their goals. In the case of a nonprofit charity, for instance, fund accounting provides a view of the organization's relative success providing the service that it was created to provide. It identifies the sources of an organization's revenue, and shows how efficiently the organization is transforming those resources into programs that match the organization's aspirations. Fund accounting provides transparency for external audiences, such as donors, bond rating agencies, tax payers and rate payers.

Planning

Fund accounting not only shows the organization's current financial standing for external audiences, but it also enables the organization's decision-makers to plan for the future. It demonstrates if an organization has funds on hand that can be used moving forward. It also indicates the types and size of the revenues to be expected in a given year, informing the budget for the upcoming year, and it gives context to administrators and others who are planning how much they can accomplish in the given year.

Westborough Government Funds

The municipal funds for our town can be broken into the following categories:

1. General Fund or Operating Fund

This fund is the basic fund that is used to fund town and school services. The primary income of this fund comes from the Tax Levy, State Aid and Local Receipts. Any excess from this fund at the end of the year is deposited into Free Cash (a better term might be Available Cash). Free cash is simply the monies in our savings account. Free cash is normally used to pay for onetime capital expenses such as the purchase of police cruisers and DPW equipment.

Savings Funds – The town maintains a couple of special saving accounts to help offset large one time purchases and/or support a rainy day fund. These funds support and supplement the general fund:

- Stabilization Fund – This is the town's rainy day fund. To appropriate monies from this source requires a 2/3rd vote of town meeting.
- Capital Equipment Stabilization Fund – This fund is meant to set aside monies that will be needed in the nearer term to purchase costly capital equipment such as a fire engine.

2. Enterprise Funds

Enterprise Funds are designed to separate services not necessarily available to the entire town and thus should not be part of the general tax levy. Enterprise Funds include:

- Water
- Sewer and Wastewater Treatment
- Golf Club
- Cable TV

These funds must be tracked independently from the general fund. They must be self-sustaining and have their own balance sheet. Although these enterprise expenditures must be appropriated by town meeting, their revenue comes from rate payers and fee payers. They may with town authorization borrow money. Any excess monies earned by an

enterprise fund is deposited into that fund's retained earnings account, which is equivalent to the free cash in the general fund.

3. Revolving Funds

Revolving Funds are similar to Enterprise funds in that they are self-sustaining. However they are dedicated to very specific functions and have boundaries on their use. Examples of Revolving funds include the Recreation Department's revolving fund which draws its income from participant fees and pays its own expenses such as equipment, referees and summer staff. Revolving funds are initially authorized by town meeting but need not have annual appropriations voted. They cannot borrow money. Two examples of revolving funds which do have an effect on the tax levy are:

- Special Education Circuit Breaker
- Community Education Program Fund

4. Trust Funds

The town maintains a couple of trust funds whose purpose is to support specific town programs. These funds received income from either gifts, bequests or deposits voted by town meeting. The main funds in this category include:

- **Library Trust Fund** - This trust supports the public library over and beyond the town's funding of the library. The town is required to maintain a certain level of appropriations from its tax levy in order to qualify for state aid to libraries. The monies in the Library Trust Fund can be tapped to augment the town's required contributions.
- **Open Space Trust** - This Fund's purpose is to fund the purchase of appropriate properties which may be subsequently converted into open space for the general enjoyment of the community.
- **OPEB Trust Fund** - This fund was established as a way to fund the town's Other Post Employment Benefit (**OPEB**) obligations. The town is obligated to partially pay for a retiree's medical premiums. Similar to a pension fund these monies are earmarked for future expenditures which will eventually make this a self-funding expense. The calculation of the amount of money required to fully fund this obligation is calculated every two years by an independent account/actuarial firm per **GASB 45**.
- **Affordable Housing Trust Fund** - This fund was recently established to promote the availability of affordable housing through purchase existing buildings or construction of new properties.

A broad estimate of how spending and borrowing impacts the average house tax bill is:

- \$100,000 Raised and Appropriated (R&A) results in approximately \$12.50 on the Average House Tax Bill
- \$10,000,000 borrowed over 20 years at 3% results in approximately \$93.75 in annual debt

service cost on the Average House Tax Bill **over those 20 years**. \$40,000,000 borrowed over 20 years results in approximately \$375.00 per Average House Tax Bill (unless accumulated stabilization funds can cover this debt service cost.)

-- Funding from Free Cash, Reserves or Enterprise Funds does not impact the Average House Tax bill as those monies were raised and appropriated during past Town Meetings or through local Fees.

The Town of Westborough's financial position is positively impacted by a **Standard & Poor's AAA bond rating**, allowing the Town to borrow at a favorable rate to fund investments in infrastructure repairs, replacements and upgrades to assets, including schools. That AAA Bond Rating comes with the Town having achieved: a stable economy during a historical pandemic period; strong budgetary flexibility with a healthy level of reserves; strong performance with consistent operating results (estimates vs. actual); strong liquidity providing strong cash levels to cover expenses; and strong management conditions with formal policies and practices.

Town of Westborough Comprehensive Fiscal Management Policies:
<https://www.town.westborough.ma.us/Fiscal=Managemen-policies>

Municipal Finance Basics

A broad estimate of how spending and borrowing impacts on the average house tax bill is:

-- \$100,000 Raised and Appropriated (R&A) results in approximately \$12.90 on the Average House Tax Bill

-- \$10,000,000 borrowed over 20 years at 3% results in approximately \$93.75 in annual debt service cost on the Average House Tax Bill over those 20 years. \$40,000,000 borrowed over 20 years results in approximately \$375.00 per Average House Tax Bill (unless accumulated stabilization funds can cover some or all of this debt service cost.)

-- Funding from Free Cash, Reserves or Enterprise Funds does not impact the Average House Tax bill as those monies were raised and appropriated during past Town Meetings or through local Fees.

The Town of Westborough's financial position is positively impacted by a Standard & Poor's AAA bond rating, allowing the Town to borrow at a favorable rate to fund investments in infrastructure repairs, replacements and upgrades to assets, including schools. That AAA Bond Rating comes with the Town having achieved: a stable economy during a historical pandemic period; strong budgetary flexibility with a healthy level of reserves; strong performance with consistent operating results (estimates vs. actual); strong liquidity providing strong cash levels to cover expenses; and strong management conditions with formal policies and practices.

Financial Revenue & Expenditure Estimated for FY2023
Annual Town Meeting, March 19th, 2022

Estimated Revenue and Expenses				
Expenditures		FY-22	FY-23	% Change
Schools - Salary & Expenses	\$	57,241,155	60,410,677	5.54%
Town - Salary & Expenses	\$	20,600,117	21,101,755	2.44%
Insurance - Schools & Town	\$	14,069,350	14,847,402	5.53%
Debt - Schools & Town	\$	9,554,646	10,176,233	6.51%
Debt - WWTP - (separated for info purposes)	\$	2,829,859	2,870,987	1.45%
Assabet Valley Vocational	\$	805,484	871,741	8.23%
Water Enterprise	\$	4,350,996	4,185,232	-3.81%
Sewer Enterprise	\$	1,975,015	2,029,745	2.77%
Waste Water Treatment Plant	\$	5,185,714	5,173,602	-0.23%
Country Club Enterprise	\$	664,178	705,662	6.25%
Cable TV Enterprise	\$	300,000	250,000	-16.67%
Articles (non-borrow)	\$	4,794,672	5,457,950	13.83%
Worc County Retirement & Cherry Sheet Assessment	\$	5,888,884	6,479,478	10.03%
Capital Improvement Fund Offset	\$	892,935	1,201,042	34.50%
Overlay Reserve	\$	650,000	650,000	0.00%
Total AFC Recommended Expenditures	\$	129,803,005	136,411,506	5.09%
Estimated Non-Tax Levy Revenues				
State Aid (Schools - Chap 70)	\$	11,199,383	11,548,015	3.11%
State Aid (School Buildings)	\$	2,535,987	2,535,987	0.00%
State Aid (unrestricted)	\$	1,509,391	1,557,627	3.20%
Local Receipts (estimated)	\$	8,643,031	9,021,134	4.37%
Water Enterprise Receipts	\$	4,350,996	4,185,232	-3.81%
Sewer & Waste Water Treatment Plant Receipts	\$	9,990,588	10,074,334	0.84%
Water & Sewer Receipts directed to Indirect Costs	\$	358,335	367,348	2.52%
Country Club Enterprise Receipts & Transfer	\$	664,178	705,662	6.25%
Cable TV Enterprise	\$	300,000	250,000	-16.67%
Free Cash for Operating Budgets to Lower the Tax Rate	\$	-	471,259	0.00%
Free Cash Used - ATM Articles	\$	2,697,823	1,468,153	-45.58%
Retained Earnings & Transfers, ATM Articles, Trust Funds	\$	3,805,073	5,680,996	49.30%
Total Estimated Non-Tax Levy Revenues	\$	46,054,785	47,865,747	3.93%
Tax Levy (Amount to be raised through property taxes)	\$	83,748,220	88,545,759	5.73%

Tax Rate & Average Single Family Tax Bill Calculation				
		FY-22	FY-23	% Change
Estimated Total Town Valuation	\$	4,529,379,144	\$ 4,876,895,397	7.67%
Estimated Tax Rate = (Tax Levy / Total Valuation) x 1,000	\$	18.49	\$ 18.16	
Estimated Average House Value	\$	558,576	\$ 629,315	12.66%
Estimated Average House Tax Bill	\$	10,328.07	\$ 11,425.95	
Increase on Average House Tax Bill			\$1,097.88	10.63%

Levy Limit Calculation			
Fiscal Year 2022 Levy Limit	\$	96,771,630	
Plus 2.5%	\$	2,419,291	
Plus New Growth (Estimated)	\$	1,500,000	
FY2023 Levy Limit (before Debt Exclusion)	\$	100,690,921	
School Debt Exclusion Amount	\$	591,213	
Fiscal Year 2023 Levy Limit	\$	101,282,134	
Excess Levy Capacity (Levy Limit - Tax Levy) (% Excess Levy)	\$	12,736,375	12.58%

FREE CASH & RETAINED EARNINGS TRANSFERS & SUMMARY REPORT

Annual Town Meeting for FY2023
Saturday, March 19 2022

Source	Transfer Amount	Article	Description
General Fund			
Certified Free Cash	\$ 556	3	Prior Years Bills
Certified Free Cash	\$ 195,800	4	FY2023 Operating Budgets - OPEB
Certified Free Cash	\$ 471,259	4	FY2023 Operating Budgets - Lower Tax Rate
Certified Free Cash	\$ 250,000	5A	Reserve Fund
Certified Free Cash	\$ 4,000	5B	Re-Stocking Fish Sandra Pond
Certified Free Cash	\$ 2,500	5D	July 4th Block Party
Certified Free Cash	\$ 85,297	6	FY2022 Replenish AFC Reserve Fund
Certified Free Cash	\$ 14,000	8	Bowman Bridge Replacement
Certified Free Cash	\$ 200,000	9G	DPW Multi-Purpose Mower/Plow
Certified Free Cash	\$ 100,000	9J	DPW - Six Wheel Dump Truck
Certified Free Cash	\$ 350,000	9M	Schl Armstrong Playground
Certified Free Cash	\$ 50,000	11	Senior Needs Assessment
Certified Free Cash	\$ 16,000	12	Master Plan Implementation
Certified Free Cash	\$ 200,000	19	231 Turnpike Road
Total General Fund	\$ 1,939,412		

Enterprise Retained Earnings Transfers

Country Club Retained Earnings	\$ 385	3	Prior Years Bills
Water Retained Earnings	\$ 2,200	4	FY2023 Operating Budgets - OPEB
Sewer Retained Earnings	\$ 2,000	4	FY2023 Operating Budgets - OPEB
Water Retained Earnings	\$ 50,000	5A	To Reserve Fund
Sewer Retained Earnings	\$ 50,000	5A	To Reserve Fund
Country Club Retained Earnings	\$ 20,000	5A	To Reserve Fund
Water Retained Earnings	\$ 112,500	9H	Water/Sewer Truck Replacement
Sewer Retained Earnings	\$ 112,500	9H	Water/Sewer Truck Replacement
Water Retained Earnings	\$ 12,250	9I	DPW - Street Sweeper
Sewer Retained Earnings	\$ 12,250	9I	DPW - Street Sweeper
Water Retained Earnings	\$ 90,000	9J	DPW - Six Wheel Dump Truck
Sewer Retained Earnings	\$ 90,000	9J	DPW - Six Wheel Dump Truck
Country Club Retained Earnings	\$ 49,000	9K	CC - Greens Mower
Water Retained Earnings	\$ 250,000	16	Water Main Design/Construction
Water Retained Earnings	\$ 75,000	17	Water Infrastructure Enhancements
Sub Total	\$ 928,085		

Other Transfers

Dept. Trust Fund Income	\$ 10,800	4	FY2023 Operating Budgets
Capital Improvement Fund	\$ 1,536,042	4	FY2023 Operating Budgets
Overlay Surplus	\$ 42,000	9A	Bldg Dept Vehicle Replacement
Overlay Surplus	\$ 75,000	9B	Fire 4 - Wheel Drive
Overlay Surplus	\$ 790,000	9C	FD Engine 3 Replacement
Overlay Surplus	\$ 33,000	9D	IT Server Room
Overlay Surplus	\$ 185,000	9E	Police Cruisers
Overlay Surplus	\$ 65,000	9F	DPW Municipal Parking Lot
Overlay Surplus	\$ 220,500	9I	DPW - Street Sweeper
Overlay Surplus	\$ 40,000	9L	Schl Armstrong Freezer
Armstrong Modular Project	\$ 145,924	10	Hastings HVAC System
Hastings Pre-K Article	\$ 360,145	10	Hastings HVAC System
EDC Revolving Account	\$ 4,500	13A	Shop Local Marketing Campaign
EDC Revolving Account	\$ 30,000	13B	Minority/Woman Owned Business Program
Mitigation Stabilization Fund	\$ 15,000	18	Water & Sewer Improvements
Del Webb Stabilization Fund	\$ 1,200,000	21	Affordable Housing Trust Fund
Sub Total	\$ 4,752,911		

FREE CASH & STABILIZATION FUND RESERVE SUMMARY

Free Cash certified as of July 1st, 2021:	Certified Available	Transfers 2021 FTM	Transfers 2022 ATM	Est Ending Balance
General Fund (GF) Free Cash	\$ 13,655,168	\$ (943,882)	\$ (1,939,412)	\$ 10,771,874
Water Enterprise Retained Earnings	\$ 2,314,665	\$ (13,000)	\$ (591,950)	\$ 1,709,715
Sewer Enterprise Retained Earnings	\$ 1,808,795	\$ (13,000)	\$ (266,750)	\$ 1,529,045
Country Club Enterprise R/Earnings	\$ 401,822	\$ (50,000)	\$ (69,385)	\$ 282,437
Capital Equip Stabilization Fund	\$ 12,823	\$ -	\$ -	\$ 12,823
Stabilization Fund	\$ 3,790,475	\$ -	\$ -	\$ 3,790,475
Totals	\$ 21,983,748	\$ (1,019,882)	\$ (2,867,497)	\$ 18,096,369
AFC Reserve Fund				\$ 250,000
				\$ 18,346,369
				\$ 14,825,172
				\$ 14,825,172

GF Operating Budget % in Reserves	Total * All Reserves	GF Free Cash & Stabilization	Selectmen's Targeted Goal
General Fund Operating Budget	\$112,992,516	13.12%	12.90%
			10 - 15 %

Enterprise Reserve Funds	Total Reserves
Total Enterprise Budgets	\$14,965,228
	23.53%

OPEB - GASB Assessed Liability	\$123,858,346	% Funded	FY22 Annual Contribution	Balance
OPEB - Trust as of December 31, 2021	\$10,193,918	8.23%	\$600,000	\$10,193,918

Auditor's bi-annual review of the unfunded liability for Other Post Employment Benefits, last review was issued 11-2021

INDEX OF ARTICLES AND SUMMARY RECOMMENDATIONS

AFC = Advisory Finance Committee; SB= Select Board

ARTICLE 1: Annual Town Election (Select Board)

AFC has no recommendation for or against this Article.

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 2: Town Reports (Advisory Finance Committee)

AFC recommends the Town vote to approve this Article (7-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 3: Prior Years Bills (Select Board)

AFC recommends the Town vote to approve this Article (7-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 4: Fiscal Year 2023 Operating Budgets (Advisory Finance Committee)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 5: Regularly Recurring Articles (Town Manager)

5A. Reserve Funds (Advisory Finance Committee)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5B. Re-Stocking Sandra Pond (Sandra Pond Wardens/Recreation Department)

AFC recommends the Town vote to approve this Article (7-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5C: Request and Approve a Cable TV Budget (Finance Director)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5D: July 4th Block Party (Recreation)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5E. Healthcare Reimbursement Account (Town Manager)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 6: Advisory Finance Committee Reserve Fund Transfer (Advisory Finance Committee)

The AFC will make their recommendation at Town Meeting.

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 7: Hazardous Waste Day (Board of Health)

AFC recommends the Town vote to defeat this Article (5-3-0)

SB recommends the Town vote to approve this Article (3-2-0)

ARTICLE 8: Bowman Bridge Replacement (Conservation Director)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 9: Capital Improvement Plan (Town Manager/Capital Expenditure Planning Committee)

9A. Vehicle Replacement (Building Department)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9B. 4-Wheel Drive SUV Replacement (Fire Department)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9C. Engine 3 Replacement (Fire Department)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9D. Server Room Cooling Equipment Replacement (Information Technology)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9E. Purchase of Three Cruisers (Police Department)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9F. Municipal Parking Lot Paving (DPW)

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

9G. Multi-Purpose Mower/Plow Replacement (DPW)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9H. Water/Sewer Truck Replacement (DPW)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9I. Street Sweeper Replacement (DPW)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9J. Six Wheel Dump Truck (DPW)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9K. Greens Mower Replacement (Recreation)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9L. Armstrong Freezer Replacement (School Department)

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

9M. Armstrong Playground Replacement (School Department)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9N. High School Rooftop Chiller Replacement (School Department)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 10: Hastings School HVAC System (School Department)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 11: Senior Needs Assessment (Select Board)

AFC recommends the Town vote to approve this Article (6-1-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 12: Master Plan Implementation (Planning Board)

AFC recommends the Town vote to approve this Article (7-1-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 13: Local Rapid Recovery Planning (LRRP) Phase 1 Projects (Community Development)

13A. Shop Local Marketing Campaign for Local Businesses

AFC recommends the Town vote to approve this Article (4-3-2)

SB recommends the Town vote to approve this Article (5-0-0)

13B. Minority and Women Owned Business Outreach and Support

AFC recommends the Town vote to defeat this Article (3-2-4)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 14: Town Water System Improvements (DPW)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 15: Town Water Infrastructure Improvements (DPW)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 16: Town Water Main Design and Construction (DPW)

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 17: Town Water Infrastructure Enhancements (DPW)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 18: Mitigation Stabilization Fund Transfer - Water and Sewer System Improvements (DPW)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 19: 231 Turnpike Road (Former Regal Cinema) (Select Board)

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 20: 231 Turnpike Road (Former Regal Cinema) Transfer and Disposition (Select Board)

AFC voted to refer this Article back to the Planning Board (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 21: Westborough Affordable Housing Trust Funding (Affordable Housing Trust)

AFC recommends the Town vote to approve this Article (8-0-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 22: Transfer of Property to the Westborough Affordable Housing Trust (Affordable Housing Trust)

AFC recommends the Town vote to approve this Article (6-1-2)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 23: Community Preservation Article (Select Board)

AFC recommends the Town vote to approve this Article (7-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 24: Wastewater Treatment Plant Intermunicipal Agreement Amendment (Wastewater Treatment Plant Board)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 25: Hometown Hero Banner Program Revolving Account (Veterans Advisory Board)

AFC recommends the Town vote to approve this Article (8-0-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 26: Amend General Bylaws: Article 18 Community Development Department (Sustainable Westborough)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 27: Amend Town Charter: Section 3-5 Planning Board: Composition, Term of Office, Powers and Duties (Select Board)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 28: Amend Town Charter: Section 5-3 (C) Town-wide Management Team (Select Board)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 29: Amend General Bylaws: Article 18 Community Development Department and Community Development Director (Select Board)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 30: Establish Dimensional Zoning Regulations for Building in M-1 District - Ruggles Water Tank Chlorine Booster. (Department of Public Works)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 31: Establish Dimensional Zoning Regulation for Building in M-1 District - Fay Mountain Water Tank Chlorine Booster Building (Department of Public Works)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 32: Amend Zoning Bylaws (Planning Board)

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 33: Amend Zoning Bylaws (Planning Board)

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 34: Amend Zoning Bylaws (Planning Board)

AFC recommends the Town vote to approve this Article (9-0-0)

SB will make their recommendation at Town Meeting

ARTICLE 35: Petitioned Warrant Article – Indigenous Peoples’ Day (By Petition)

AFC recommends, with the understanding this Article is a non-binding action, that Town Meeting listen to arguments presented, and vote what they believe is in the best interest of the Town (7-1-0)

SB recommends the Town not support this Article (3-1-1)

ARTICLE 36: Petitioned Warrant Article – Elected Positions (By Petition)

AFC recommends the Town vote to pass over this Article (8-0-0)

SB recommends the Town not approve this Article (5-0-0)

ARTICLE 37: Petitioned Warrant Article – Amend General Bylaws Article 33 – Plastic Bag Reduction (By Petition)

AFC recommends the Town vote to defeat this Article (5-1-2)

AFC will comment on the Article on Town Meeting floor (8-0-0)

SB will make their recommendation at Town Meeting

ARTICLE 38: Petitioned Warrant Article – Amend General Bylaws Article 33 – Plastic Reduction (By Petition)

AFC recommends the Town vote to defeat this Article (8-0-0)

AFC will comment on the Article on Town Meeting floor (8-0-0)

SB will make their recommendation at Town Meeting

Editorial Note: *The Town Manager’s Statements are not part of the formal Articles in the Warrant. They constitute additional information offered for the benefit of the voters, true and correct as of the time of the posting of the Warrant, but subject to change as appropriate. They are not to be construed so as to broaden or limit the scope of the formal Articles.*

In the Report, votes are shown in the format (x-y-z) where “x” is the number of votes in support; “y” is the number of votes in opposition and “z” is the number of abstentions. The vote reflects the number of members present at the time the vote was taken.

**COMMONWEALTH OF MASSACHUSETTS
WORCESTER, SS**

TO ANY CONSTABLE IN THE TOWN OF WESTBOROUGH, IN THE COUNTY OF
WORCESTER, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Westborough, qualified to vote in elections and town affairs, to meet in various precincts in Westborough on Tuesday, the 8th day of March, 2022 at 8:00 A.M. for the following purposes:

ARTICLE 1: Annual Town Election (Select Board)

To bring in their votes for:

Two	(2)	Select Board Members (3 years)
Two	(2)	School Committee members (3 years)
One	(1)	Planning Board member (5 years)
Three	(3)	Trustees of Public Library (3 years)
One	(1)	Westborough Housing Authority (2 Year Partial Term)
One	(1)	Trustees of Soldiers' Memorials – Veteran (3 Year Term)
One	(1)	Trustees of Soldiers' Memorials – Non-Veteran (3 Year Term)
One	(1)	Trustees of Soldiers' Memorials – Veteran (2 Year Partial Term)
One	(1)	Trustees of Soldiers' Memorials – Non-Veteran (2 Year Partial Term)
One	(1)	Trustees of Soldiers' Memorials – Veteran (1 Year Partial Term)

Polls will be open from 8 A.M. to 8 P.M. in the following places:

Precincts 1 – 6 Westborough High School, 90 West Main Street

And to act on the following articles at the adjourned session of said meeting on March 19, 2022, at 9:00 A.M. in the Westborough High School at 90 West Main Street.

The Article Information statements printed in italics are not part of the formal articles of the warrant. They constitute additional information offered for the benefit of the voters, true and correct as of the time of posting of the warrant, but subject to change as called for. They are not to be construed so as to broaden or limit the scope of the formal articles.

AFC does not have a recommendation for or against this Article
SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 2: Town Reports (Advisory Finance Committee)

To see if the Town will vote to hear the reports of the several town officers and committees, and to dissolve any committees established by Town Meeting that have fulfilled their mission, or take any other action thereon.

The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (7-0-0)
SB recommends the Town vote to approve this Article (5-0-0)

Department Name	FY2021 Actual	FY2022 Budget	FY2023 AFC Recommended Budget	Budget Change \$ FY22 to FY23	Percent Change % FY22 to FY23	AFC Votes
Town Moderator						8-0-0
Salaries & Wages	-	250	-	(250)	0.0%	
Expenses	-	-	-	-	0.0%	
Total	-	250	-	(250)	0.0%	
Board of Selectmen / Town Manager						8-0-0
Salaries & Wages - Elected	-	2,500	-	(2,500)	0.0%	
Salaries & Wages	432,938	524,184	543,089 ¹	18,905	3.6%	
Expenses	52,801	59,050	60,300	1,250	2.1%	
Total	485,739	585,734	603,389	17,655	3.0%	
1 Salary & Wage budgets for ALL departments include a step increase for employees who are not at the maximum step. Salary/wages schedules for unionized employees change according to the provisions for Step and COLA of the various union contracts.						
Finance Committee						8-0-0
Salaries & Wages	-	4,087	4,167 ¹	80	2.0%	
Expenses	1,332	1,300	1,800	500	38.5%	
Total	1,332	5,387	5,967	580	10.8%	
Finance Departments (Accounting, Treas/Collector, Assessors)						8-0-0
Salaries & Wages	697,461	768,063	814,142 ¹	46,079	6.0%	
Expenses	53,777	67,866	69,541	1,675	2.5%	
Total	751,238	835,929	883,683	47,754	5.7%	
Legal						8-0-0
Expenses	132,500	132,500	132,500	-	0.0%	
Total	132,500	132,500	132,500	-	0.0%	
Information Technology & Communications						8-0-0
Salaries & Wages	220,201	231,952	240,222 ¹	8,270	3.6%	
Expenses	401,284	424,530	477,750	53,220	12.5%	
Total	621,485	656,482	717,972	61,490	9.4%	
Central Purchasing						8-0-0
Expenses	84,991	85,140	85,140	-	0.0%	
Total	84,991	85,140	85,140	-	0.0%	
Town Clerk						8-0-0
Salaries & Wages - Elected	105,340	107,428	109,568 ¹	2,140	2.0%	
Salaries & Wages	138,643	142,752	143,310 ¹	558	0.4%	
Expenses	11,068	7,100	7,000	(100)	-1.4%	
Total	255,051	257,280	259,878	2,598	1.0%	
Election & Registration						8-0-0
Salaries & Wages - Elected	2,000	2,000	2,000	-	0.0%	
Salaries & Wages	36,686	5,600	37,600	32,000	571.4%	
Expenses	27,661	29,500	39,000	9,500	32.2%	
Total	66,347	37,100	78,600	41,500	111.9%	
Planning Department						8-0-0
Salaries & Wages	159,755	165,653	170,489 ¹	4,836	2.9%	
Expenses	1,695	5,550	5,550	-	0.0%	
Total	161,450	171,203	176,039	4,836	2.8%	
Board of Appeals						8-0-0
Salaries & Wages	1,466	4,590	3,456	(1,134)	-24.7%	
Expenses	2,408	2,376	2,376	-	0.0%	
Total	3,874	6,966	5,832	(1,134)	-16.3%	
Insurance						8-0-0
Expenses	13,244,374	14,069,350	14,847,402	778,052	5.5%	
Total	13,244,374	14,069,350	14,847,402	778,052	5.5%	
Police Department						8-0-0
Salaries & Wages	3,552,577	3,935,374	3,958,716 ¹	23,342	0.6%	
Expenses	202,913	243,785	273,473	29,688	12.2%	
Total	3,755,490	4,179,159	4,232,189	53,030	1.3%	
Fire Department - Ambulance						8-0-0
Salaries & Wages	4,412,534	5,106,222	5,218,999 ¹	112,777	2.2%	
Expenses	394,153	420,200	400,300	(19,900)	-4.7%	
Total	4,806,687	5,526,422	5,619,299	92,877	1.7%	
Community Development (Bld Insp, ConComm, EDC)						8-0-0
Salaries & Wages	559,249	649,206	674,666 ¹	25,460	3.9%	
Expenses	22,091	37,775	37,550	(225)	-0.6%	
Total	581,340	686,981	712,216	25,235	3.7%	
Weights & Measures						8-0-0
Expenses	2,647	2,650	2,650	-	0.0%	

Department Name	FY2021 Actual	FY2022 Budget	FY2023 AFC Recommended Budget	Budget Change \$ FY22 to FY23	Percent Change % FY22 to FY23	AFC Votes
Total	2,647	2,650	2,650	-	0.0%	8-0-0
Animal Control						
Salaries & Wages	56,577	60,362	64,293 ¹	3,931	6.5%	
Expenses	3,268	5,916	5,266	(650)	-11.0%	
Total	59,845	66,278	69,559	3,281	5.0%	8-0-0
Assabet Regional Vocational School						
Expenses	778,313	805,484	871,741	66,257	8.2%	
Total	778,313	805,484	871,741	66,257	8.2%	8-0-0
Department of Public Works (DPW, Town Bldg & Grounds)						
Salaries & Wages	1,966,393	2,188,161	2,137,906 ¹	(50,255)	-2.3%	
Expenses	901,171	962,808	1,124,310	161,502	16.8%	
<i>Less Trust Funds</i>	(10,600)	(10,600)	(10,600)	-	0.0%	
Total	2,856,964	3,140,369	3,251,616	111,247	3.5%	8-0-0
DPW Snow & Ice						
Salaries & Wages	186,738	189,636	189,636	-	0.0%	
Expenses	455,905	484,000	484,000	-	0.0%	
Total	642,643	673,636	673,636	-	0.0%	8-0-0
Electricity						
Expenses	336,551	329,000	337,000	8,000	2.4%	
Total	336,551	329,000	337,000	8,000	2.4%	8-0-0
Sanitary Landfill						
Expenses	699,308	706,337	726,300	19,963	2.8%	
Total	699,308	706,337	726,300	19,963	2.8%	8-0-0
Health Department						
Salaries & Wages	270,087	308,084	302,960 ¹	(5,124)	-1.7%	
Expenses	13,506	16,850	10,701	(6,149)	-36.5%	
<i>Less Trust Funds</i>	(200)	(200)	(200)	-	0.0%	
Total	283,393	322,567	313,461	(11,273)	-3.5%	8-0-0
Council on Aging						
Salaries & Wages	325,974	370,534	374,173 ¹	3,639	1.0%	
Expenses	21,317	26,200	26,200	-	0.0%	
Total	347,291	396,734	400,373	3,639	0.9%	8-0-0
Youth Commission						
Salaries & Wages	221,425	233,663	236,320 ¹	2,657	1.1%	
Expenses	5,450	7,700	10,450	2,750	35.7%	
Total	226,875	241,363	246,770	5,407	2.2%	8-0-0
Veteran's Services						
Expenses	62,174	100,929	103,969	3,040	3.0%	
Total	62,174	100,929	103,969	3,040	3.0%	8-0-0
Trustees of Soldiers Memorial						
Expenses	2,612	2,800	2,800	-	0.0%	
Total	2,612	2,800	2,800	-	0.0%	8-0-0
Library						
Salaries & Wages	810,390	912,236	904,556 ¹	(7,680)	-0.8%	
Expenses	262,735	308,324	315,629	7,305	2.4%	
Total	1,073,125	1,220,560	1,220,185	(375)	0.0%	8-0-0
Recreation						
Salaries & Wages	199,660	213,734	205,004 ¹	(8,730)	-4.1%	
Total	199,660	213,734	205,004	(8,730)	-4.1%	8-0-0
Cultural Council						
Expenses	1,120	4,500	4,500	-	0.0%	
Total	1,120	4,500	4,500	-	0.0%	8-0-0
Historical Commission						
Salaries & Wages	12,809	13,460	13,728	268	2.0%	
Expenses	392	5,700	6,700	1,000	17.5%	
Total	13,201	19,160	20,428	1,268	6.6%	8-0-0
Debt						
Expenses	11,650,947	12,384,505	13,047,220	662,715	5.4%	
Total	11,650,947	12,384,505	13,047,220	662,715	5.4%	8-0-0
Country Club Enterprise						
Salaries & Wages	55,536	150,867	152,057	1,190	0.8%	
Expenses	504,894	513,311	553,605	40,294	7.8%	
Total	560,430	664,178	705,662	41,484	6.2%	8-0-0
Sewer Enterprise						

Department Name	FY2021 Actual	FY2022 Budget	FY2023 AFC Recommended Budget	Budget Change \$ FY22 to FY23	Percent Change % FY22 to FY23	AFC Votes
Salaries & Wages	742,760	828,817	853,050 ¹	24,233	2.9%	
Expenses	344,368	453,198	495,499	42,301	9.3%	
Debt	579,127	693,000	681,196	(11,804)	-1.7%	
Total	1,666,255	1,975,015	2,029,745	54,730	2.8%	
Wastewater Treatment Plant						
Salaries & Wages	16,632	31,464	32,052	588	1.9%	8-0-0
Expenses	4,122,687	5,154,250	5,141,550	(12,700)	-0.2%	
Total	4,139,319	5,185,714	5,173,602	(12,112)	-0.2%	
Water Enterprise						
Salaries & Wages	600,986	694,024	718,510 ¹	24,486	3.5%	8-0-0
Expenses	2,108,562	2,142,586	2,013,266	(129,320)	-6.0%	
Debt	1,043,200	1,514,386	1,453,456	(60,930)	-4.0%	
Total	3,752,748	4,350,996	4,185,232	(165,764)	-3.8%	
Trust Funds Applied	(10,800)	(10,800)	(10,800)	(10,800)		
General Government Subtotal (all budgets above)						
Salaries & Wages	15,784,817	17,844,903	18,104,669	259,766	1.5%	
Expenses	38,522,502	42,199,656	43,846,890	1,636,434	3.9%	8-0-0
Sub-total General Gov't	54,307,319	60,044,559	61,951,559	1,896,200	3.2%	
Westborough Schools Department	53,190,993	57,224,155	60,410,677	3,186,522	5.57%	
Total Operating Budgets	107,498,312	117,268,714	122,362,236	5,082,722	4.33%	
Articles Not Borrowed						
5,707,950						
Retirement Assessment						
5,584,708						
CMRPC Assessment, State Aid Charges, State Offsets, etc						
2,095,812						
Overlay Reserve						
650,000						
Total Recommended Expenditures			136,400,706			

ARTICLE 3: Prior Years Bills (Select Board)

To see if the Town will vote to transfer from Free Cash the sum of Five Hundred Fifty-Five Dollars and Seventy-Eight Cents (\$555.78) for the purpose of paying an outstanding balance in the Town Clerk Department in FY2021, and transfer from Country Club Retained Earnings the sum of Three Hundred Eighty Five Dollars (\$385) for the purpose of paying an outstanding balance in the Recreation Department FY2021, or take any other action thereon.

Article Information – The Town Clerk has an outstanding bill from December 2020 for dog tags. Payment of this bill requires a Town Meeting vote because it was billed in FY 2021. The Recreation Department has a bill from June 2021 for the pump service on the irrigation system. The motion for this article requires a four-fifths vote.

AFC recommends the Town vote to approve this Article (7-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 4: Fiscal Year 2023 Operating Budgets (Advisory Finance Committee)

To see what sums the Town will vote to raise and appropriate or transfer from available funds for the support of the several offices, departments, boards and commissions of the Town of Westborough for Fiscal Year 2023 beginning July 1, 2022, and ending June 30, 2023, or take any other action thereon.

Article Information – The Town budgets, including all expenses, are estimated to increase/decrease. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 5: Regularly Recurring Articles (Town Manager)

To see what action the Town may take on the following items, **A** through **E**, which may be voted as a block, or singly, or in any combination, but, however voted, will be treated for accounting purposes as if each item were voted as a separate article:

5A. Reserve Funds (Advisory Finance Committee) To see if the Town will vote to transfer the sum of Two Hundred Fifty Thousand Dollars (\$250,000) or such other amount as the Town Meeting may approve, from Free Cash for the Finance Committee General Reserve Fund, transfer Twenty Thousand Dollars (\$20,000) or such other amount as the Town Meeting may approve, from Country Club Retained Earnings for the Country Club Reserve Fund, transfer Fifty Thousand Dollars (\$50,000) or such other amount as the Town Meeting may approve, from Water Retained Earnings for the Water Enterprise Reserve Fund, transfer Fifty Thousand Dollars (\$50,000) or such other amount as the Town Meeting may approve, from Sewer Retained Earnings for the Sewer Enterprise Reserve Fund, or such other amounts as the Town Meeting may approve, in accordance with Section 6 of Chapter 40 of the Massachusetts General Laws, or take any other action thereon.

Article Information – These accounts provide funding for unforeseen expenses during the year through various reserve funds. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5B. Re-Stocking Sandra Pond (Sandra Pond Wardens/Recreation Department) To see if the Town will vote to transfer from Free Cash the sum of Four Thousand Dollars (\$4,000), or such other amount as the Town Meeting may approve, to re-stock Sandra Pond, or take any other action thereon.

Article Information – This article funds the fish re-stocking at Sandra Pond as the Town has done in the past. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (7-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5C: Request and Approve a Cable TV Budget (Finance Director)

To see if the Town will vote to appropriate and transfer from the Cable TV Enterprise Fund the sum of Two Hundred Fifty Thousand Dollars (\$250,000) for the purpose of funding the FY2023 Cable TV budget, or take any other action thereon.

Article Information – This will allow the Town to fund Westborough TV's Fiscal Year 2023 Cable TV budget without impacting the tax payer. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5D: July 4th Block Party (Recreation)

To see if the Town will vote to transfer from Free Cash the sum of Two Thousand Five Hundred Dollars (\$2,500), or such other amount as the Town Meeting may approve, for the annual July 4th celebration to be expended by the Westborough July 4th Committee under the direction of the Select Board, or take any other action thereon.

Article Information – This article pays part of the cost for the annual July 4th celebration. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

5E. Healthcare Reimbursement Account (Town Manager)

To see if the Town will vote to raise and appropriate the sum of Twenty Four Thousand Five Hundred Twenty Nine Dollars (\$24,529), or such other amount as the Town Meeting may approve, to fund the Healthcare Reimbursement Account as agreed with the Town's Collective Bargaining Units, or take any other action thereon.

Article Information – This article funds the Town's Healthcare Reimbursement Account by setting aside an estimated amount to allow the Town to meet its obligation to the Collective Bargaining Units in exchange for various health insurance plan design changes. The Town funds the amount that was estimated to be used during the current fiscal year to replenish the fund. The motion for this article is a

simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 6: Advisory Finance Committee Reserve Fund Transfer (Advisory Finance Committee)

To see if the Town will vote to transfer from Free Cash the sum of Eighty Five Thousand Two Hundred Ninety-Seven Dollars (\$85,297) to the FY2022 Advisory Finance Committee Reserve Fund for the purpose of replenishing the Reserve Fund, or take any other action thereon.

Article Information – This article seeks to replenish the monies allocated from the AFC Reserve Fund in FY2022. The motion for this article requires a simple majority vote.

The AFC will make their recommendation at Town Meeting.

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 7: Hazardous Waste Day (Board of Health)

To see if the Town will vote to raise and appropriate the sum of Thirty One Thousand One Hundred Fourteen Dollars (\$31,114), or such other amount as the Town Meeting may approve, for the annual Hazardous Waste Day, or take any other action thereon.

Article Information – This article would fund the annual Hazardous Waste Day. This item was removed from the budget in FY2021 due to budget reductions related to COVID-19. This event was not restored in the FY2022 or FY2023 budgets. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to defeat this Article (5-3-0)

SB recommends the Town vote to approve this Article (3-2-0)

ARTICLE 8: Bowman Bridge Replacement (Conservation Director)

To see if the Town will vote to transfer from Free Cash the sum of Fourteen Thousand Dollars (\$14,000), or such other amount as Town Meeting may approve, for the purpose of purchasing, building, and installing a replacement bridge at the Bowman Conservation area.

Article Information – The current bridge over the tributary to the Reservoir (Sandra Pond) is over 40 years old, has no railings, and is falling into the stream. The current condition is unsafe for the public, and is not compliant with the Americans with Disabilities Act (ADA). The Conservation Department will be buying a bridge kit made out of treated white pine, with railings. The new bridge's design and installation will meet the ADA standards. The motion for this article is a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 9: Capital Improvement Plan (Town Manager/Capital Expenditure Planning Committee)

To see what action the Town may take on the following items, A through N which may be voted as a block, or singly, or in any combination, but however voted, will be treated for accounting purposes as if

each item were voted as a separate article:

9A. Vehicle Replacement (Building Department)

To see if the Town will vote to transfer from Overlay Surplus the sum of Forty Two Thousand Dollars (\$42,000), or such other amount as Town Meeting may approve, for the purpose of purchasing a vehicle for the Building Department, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to fund the replacement of a vehicle used by Building Department Inspectional staff who are regularly required to conduct off-site inspections and perform field work. Purchasing an all- or four-wheel drive vehicles is important because department staff use them during inclement weather and access to many job sites requires that the vehicle be driven on unpaved surfaces and/or rough terrain. The vehicle being replaced (originally handed down from the Police Department) has exceeded its expected useful life and does not meet present-day fuel efficiency standards adopted by the Town. Replacement of the vehicle is necessary to maintain departmental operations and is expected to result in better fuel economy and lower repair costs. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9B. 4-Wheel Drive SUV Replacement (Fire Department)

To see if the Town will vote to transfer from Overlay Surplus the sum of Seventy Five Thousand Dollars (\$75,000), or such other amount as Town Meeting may approve, for the purpose of purchasing and equipping a vehicle for the Fire Department, including all costs incidental and related thereto, or take any other action thereon.

Article Information – This request seeks to replace a 2012 Ford Expedition utilized by the Bureau of Fire Prevention to perform inspections and by line personnel to respond to emergency incidents. The replacement is expected to be a four-wheel drive SUV equipped with radios, emergency lights, and appropriate storage/shelving situated in the rear. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9C. Engine 3 Replacement (Fire Department)

To see if the Town will vote to transfer from Overlay Surplus the sum of Seven Hundred Ninety Thousand Dollars (\$790,000), or such other amount as Town Meeting may approve, for the purpose of purchasing and equipping an Engine for the Fire Department, including all costs incidental and related thereto, or take any other action thereon.

Article Information – This request seeks to replace Engine 3, a 2005 EOne Typhoon Pumper truck. The apparatus has reached the end of its expected useful life and increasingly requires significant and expensive repair and maintenance work (approximately \$20,000 was invested in this apparatus in 2018). Engine 3 was a front line pumper for 11 years and has since been rotated back to be the

second pumper responsible for water supply. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9D. Server Room Cooling Equipment Replacement (Information Technology)

To see if the Town will vote to transfer from Overlay Surplus the sum of Thirty Three Thousand Dollars (\$33,000), or such other amount as Town Meeting may approve, for the purpose of purchasing server room cooling equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace server room cooling equipment at the DPW and upgrade server room cooling equipment at the Fire Station. During recent repairs on the DPW's split system it was noted the 15 year old unit is no longer supported and replacement parts aren't readily available. The Dispatch Center at the Fire Department now has thermal loads that have exceeded the capacity of the original system because of changes in technology and equipment. An additional larger unit would provide the needed capacity while the older system would provide redundancy in case of failure. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9E. Purchase of Three Cruisers (Police Department)

To see if the Town will vote to transfer from Overlay Surplus the sum of One Hundred Eighty Five Thousand Dollars (\$185,000), or such other amount as Town Meeting may approve, for the purpose of purchasing three cruisers and associated equipment, including all costs incidental and related thereto, or take any other action thereon.

Article Information – The request seeks to replace three (3) police vehicles. Police vehicles are often used 24 hours a day and 7 days a week. In order to properly manage the fleet and enhance officer safety, a regular replacement schedule is needed to ensure the fleet does not become unreliable, potentially unsafe or require excessive maintenance expenditures. The department will, when possible, purchase hybrid vehicles. Although hybrid models are more expensive to purchase, Ford estimates the hybrid vehicle will save 1,276 gallons of fuel per year resulting in an estimated \$3,509 in fuel savings and avoid 22,560 lbs. of CO2 emissions per year. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9F. Municipal Parking Lot Paving (DPW)

To see if the Town will vote to transfer from Overlay Surplus the sum of Sixty Five Thousand Dollars (\$65,000), or such other amount as Town Meeting may approve, for the purpose of repairing municipal parking lots, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to re-surface two municipal parking lots in the downtown,

including the lot adjacent to Town Hall and the municipal lot located off of South and Cottage Streets. The two parking lots share common drives with abutting properties. The owners of the abutting properties are interested in paving their portions of the lots. It is efficient to complete all paving at the same time. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

9G. Multi-Purpose Mower/Plow Replacement (DPW)

To see if the Town will vote to transfer from Free Cash the sum of Two Hundred Thousand Dollars (\$200,000), or such other amount as Town Meeting may approve, for the purpose of purchasing and equipping a multipurpose mower/plow, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 2008 sidewalk snow plow with a multi-purpose mower/plow. The purchased vehicle will enable year-round use to support winter and summer maintenance operations. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9H. Water/Sewer Truck Replacement (DPW)

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of One Hundred Twelve Thousand Five Hundred Dollars (\$112,500), transfer from Water Retained Earnings the sum of One Hundred Twelve Thousand Five Hundred Dollars (\$112,500), or such other amount as Town Meeting may approve, for the purpose of purchasing and equipping a water/sewer vehicle, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 2007 International truck used to support water and sewer division operations with a similar model vehicle. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9I. Street Sweeper Replacement (DPW)

To see if the Town will vote to transfer from Overlay Surplus the sum of Two Hundred Twenty Thousand Five Hundred Dollars (\$220,500), transfer from Sewer Retained Earnings the sum of Twelve Thousand Two Hundred Fifty Dollars (\$12,250), transfer from Water Retained Earnings the sum of Twelve Thousand Two Hundred Fifty Dollars (\$12,250), or such other amount as Town Meeting may approve, for the purpose of purchasing and equipping a street sweeper, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 2002 Sweeper with a similar model. This piece of equipment supports daily and seasonal roadway maintenance operations along with clean-up operations after emergency repairs. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9J. Six Wheel Dump Truck (DPW)

To see if the Town will vote to transfer from Free Cash the sum of One Hundred Thousand Dollars (\$100,000) and further transfer from Sewer Retained Earnings the sum of Ninety Thousand Dollars (\$90,000), transfer from Water Retained Earnings the sum of Ninety Thousand Dollars (\$90,000), or such other amount as Town Meeting may approve, for the purpose of purchasing and equipping a six wheel dump truck, including all costs incidental and related thereto, or take any other action thereon.

Article Information - This request seeks to replace a 1999 six-wheel dump truck and a 1988 catch basin cleaner with a single multi-use vehicle that will support roadway repairs, snow operations, the treating of roads and catch basin cleaning. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9K. Greens Mower Replacement (Recreation)

To see if the Town will vote to transfer from Country Club Retained Earnings the sum of Forty Nine Thousand Dollars (\$49,000), or such other amount as Town Meeting may approve, for the purpose of purchasing a greens mower, including all costs incidental and related thereto, or take any other action thereon.

Article Information – This request seeks to replace the Golf Club's existing Toro Greensmaster 3150, a triplex greens mower used for mowing greens, tees, collars, approaches, fairways and other fine turf areas. The golf course's current greens mower is 12 years old, with 3,620 engine hours and, at replacement it will be 13 years old and is expected to have over 4,000 engine hours. Specialized mowers such as this are essential to maintaining the Town's nine-hole golf course. The right mowing practices minimize risks to the turf posed by weather and disease while still providing golfers with the playing conditions they have come to expect in Westborough. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9L. Armstrong Freezer Replacement (School Department)

To see if the Town will vote to transfer from Overlay Surplus the sum of Forty Thousand Dollars (\$40,000), or such other amount as Town Meeting may approve, for the purpose of replacing a freezer, including all costs incidental and related thereto, or take any other action thereon.

Article Information - The School Department seeks to replace the Armstrong School's walk-in freezer and cooler. Wear and tear over the years has taken its toll and removing and replacing will avoid a potential larger problem in the event the walk-in freezer and cooler fails during the school year. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

9M. Armstrong Playground Replacement (School Department)

To see if the Town will vote to transfer from Free Cash the sum of Three Hundred Fifty Thousand Dollars (\$350,000), or such other amount as Town Meeting may approve, for the purpose of replacing a playground at the Armstrong Elementary School, including all costs incidental and related thereto, or take any other action thereon.

Article Information - The School Department seeks to upgrade and replace playground equipment and perform site grading at Armstrong Elementary School. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

9N. High School Rooftop Chiller Replacement (School Department)

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of One Million Five Hundred Thousand Dollars (\$1,500,000), or such other amount as Town Meeting may approve, for the design, construction, installation, upgrading, and/or replacement of the high school rooftop chillers and all associated work, and costs incidental or related thereto, and to authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum under M.G.L. Chapter 44, Section 7 or any other enabling authority and to issue bonds or notes of the Town therefor, and further to authorize the Select Board and appropriate Town officers to enter into all agreements and execute any and all instruments and to take all related actions necessary or appropriate to effect the foregoing, or take any other action thereon.

Article Information - The School Department seeks to replace two rooftop chiller units at the High School. The units are older and beginning to exhibit signs that will eventually lead to failure. This project is being considered for the Town's American Rescue Plan Act (ARPA) funding but the article has been put forward in order to complete the project if the ARPA funding is not awarded. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 10: Hastings School HVAC System (School Department)

To see if the Town will vote to appropriate the sum of One Million Eight Hundred Thirty-Five Thousand Three Hundred Twenty-Seven Dollars (\$1,835,327), or any other sum as Town Meeting may approve, for the design, construction, installation, upgrading, and/or replacement of the Hastings School HVAC system and all associated work, and costs incidental or related thereto, and to meet such appropriation, to see if the Town will vote to (i) reallocate surplus funds from the Armstrong Modular Project, Article 20 of the 2018 Annual Town Meeting, in the amount of One Hundred Forty-Five Thousand Nine Hundred Twenty-Four Dollars (\$145,924), which project is complete and for which no liability remains, (ii) reallocate surplus funds from the Hastings School Pre-K Article to Authorize Construction of Pre-K School Addition, Article 5 of the 2017 Special Town Meeting, in the amount of Three Hundred Sixty Thousand One Hundred Forty-Five Dollars (\$360,145), which project is complete

and for which no liability remains, and (iii) borrow or transfer from available funds the amount of One Million Three Hundred Twenty Nine Thousand Two Hundred Fifty Eight Dollars (\$1,329,258), or such other amount as the Town Meeting may approve, and to authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum under M.G.L. Chapter 44, Section 7 or any other enabling authority and to issue bonds or notes of the Town therefor, and further to authorize the Select Board and appropriate Town officers to enter into all agreements, execute any and all instruments and take all actions necessary or appropriate to effect the foregoing; or take any other action thereon.

Article Information - Town Meeting previously approved funding to upgrade/replace the HVAC systems at Hastings. However, there is a gap in the funding available for the project and the estimated cost. This article will cover the gap in funding estimates and allow for the completion of proper upgraded air ventilation systems at the Hastings School. The Engineer, GGD, has submitted preliminary engineering costs of \$3,843,377 for the HVAC work. This estimate exceeds the available funds approved at previous town meetings for a total available of \$2,144,000. The school committee is proposing the use of monies previously borrowed for other projects that must be reallocated to a new project. This project is being considered for the Town's American Rescue Plan Act (ARPA) funding but the article has been put forward in order to complete the project if the ARPA funding is not awarded. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 11: Senior Needs Assessment (Select Board)

To see if the Town will vote to transfer from Free Cash the sum of Fifty Thousand Dollars (\$50,000), or such other amount as Town Meeting may approve, for the purpose of completing an assessment of the needs of senior citizens in the community, including all costs incidental and related thereto, or take any other action thereon.

Article Information – One initiative of the Strategic Plan was to complete a senior needs assessment. This assessment would become a planning document for the Town to address the needs of senior citizens in Westborough. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (6-1-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 12: Master Plan Implementation (Planning Board)

To see if the Town will vote to transfer from Free Cash the sum of Sixteen Thousand Dollars (\$16,000), or such other amount as Town Meeting may approve, for the purpose of implementation of the Master Plan, including all costs incidental and related thereto, or take any other action thereon.

Article Information – This request seeks to fund the implementation of the Town's Master Plan. The Master Plan was updated in 2021 and the Planning Board intends to hire a consultant to help with implementation and prioritization. The plan was intended to be a five year planning document for the community. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (7-1-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 13: Local Rapid Recovery Planning (LRRP) Phase 1 Projects (Community Development)

To see what action the Town may take on the following items, **A** through **B**, which may be voted as a block, or singly, or in any combination, but however voted, will be treated for accounting purposes as if each item was voted as a separate article:

13A. Shop Local Marketing Campaign for Local Businesses

To see if the Town will vote to transfer from the Economic Development Revolving Account or from other available funds the sum of Four Thousand Five Hundred Dollars (\$4,500), or such other amount as Town Meeting may approve, for the purpose of funding a program to incentivize customers to visit our retail storefronts and shop local, including all costs incidental and related thereto, or take any other action thereon.

Article Information: This project was recommended by the Local Rapid Recovery Planning (LRRP) effort, a technical assistance program offered by the Massachusetts Department of Housing and Community Development (DHCD). The LRRP produced 10 projects to address the negative effects that the COVID-19 pandemic continues to have on our local economy, with particular emphasis on the downtown area. This request will fund a “Buy Local, Westborough” campaign that will incentivize more on-site customer foot traffic to our local businesses. The program will offer customers who make a purchase at ten or more participating businesses (within a specific timeframe) a chance at a \$150.00 gift certificate to the participating business of their choice. This project was assigned first phase priority. The project is being considered for the Town’s American Rescue Plan Act (ARPA) funding but the article has been put forward in order to complete the project if the ARPA funding is not awarded. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (4-3-2)

SB recommends the Town vote to approve this Article (5-0-0)

13B. Minority and Women Owned Business Outreach and Support

To see if the Town will vote to transfer from the Economic Development Revolving Account or from other available funds the sum of Thirty Thousand Dollars (\$30,000), or such other amount as Town Meeting may approve, for the purpose completing an assessment of the needs and opportunities for support of women and minority-owned small businesses, including all costs incidental and related thereto, or take any other action thereon.

Article Information: This project was recommended by the Local Rapid Recovery Planning (LRRP) effort, a technical assistance program offered by the Massachusetts Department of Housing and Community Development (DHCD). The LRRP produced 10 projects to address the negative effects that the COVID-19 pandemic continues to have on our local economy, with particular emphasis on the downtown area. The final deliverable of this project will be a plan to better support women and minority owned businesses in our community. This plan will assess Westborough’s current capabilities and effectiveness in reaching and supporting women and minority-owned small businesses. The plan will provide guidance on addressing identified barriers and will include vision and objectives for outreach and support, a baseline assessment, internal analysis, recommendations for engagement and support

and roles and responsibilities. The baseline assessment and internal analysis will entail an in-depth comparison of existing Town resources and the barriers preventing business owners from accessing them. The information for this analysis will be obtained through surveys, interviews, discussions, and other data collection tools as needed. This project was assigned first phase priority. The project is being considered for the Town's American Rescue Plan Act (ARPA) funding but the article has been put forward in order to complete the project if the ARPA funding is not awarded. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to defeat this Article (3-2-4)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 14: Town Water System Improvements (DPW)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, the sum of Eight Hundred Ten Thousand Dollars (\$810,000), or such other amount as the Town Meeting may approve, for the design, construction, installation, upgrading, and/or replacement of water infrastructure and all associated work, and costs incidental or related thereto, and to authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum under M.G.L. Chapter 44, Section 7 or any other enabling authority and to issue bonds or notes of the Town therefor, and further to authorize the Select Board and appropriate Town officers to enter into all agreements, execute any and all instruments, and take all actions necessary or appropriate to effectuate the foregoing, or take any other action thereon.

Article Information - This project involves the construction of two pre-cast concrete buildings, one at the Fay Mountain water tank and one at the Ruggles water tank that will each house a chlorine booster system in order to address periodic low chlorine residuals in the water system. Reduced chlorine residuals may leave the water system vulnerable to bacterial contamination and enable biofilm growth. The low chlorine residual is currently being addressed through a temporary system. However, the Massachusetts Department of Environmental Protection (DEP) requires a permanent solution to manage the feed of the chemical into the water system. The DEP noted the temporary system as a deficiency during its most recent Sanitary Survey. This project is being considered for the Town's American Rescue Plan (ARPA) funding but the article has been put forward in order to complete the project if the ARPA funding is not awarded. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 15: Town Water Infrastructure Improvements (DPW)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of One Million Four Hundred Eighty Two Thousand Dollars (\$1,482,000), or such other amount as the Town Meeting may approve, for the design, construction, installation, upgrading, and/or replacement of water infrastructure and all associated work, and costs incidental or related thereto, and to authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum under M.G.L. Chapter 44, Section 7 or any other enabling authority and to issue bonds or notes of the Town therefor, and, further, to authorize the Select Board and appropriate Town officers to enter into all agreements, execute any and all instruments, and take all actions necessary or appropriate to effectuate the foregoing, or take any other action thereon.

Article Information - The potassium hydroxide (KOH) storage systems at the Morse and Hopkinton well sites lack chemical containment should a spill occur and manipulation of individual 500 pound storage drums poses a safety risk to staff. This project will provide proper KOH storage and chemical feed systems at both sites. Lower cost temporary chemical containment systems that were introduced have proven impractical, including making the handling and movement of storage drums more difficult, and have not satisfied Massachusetts Department of Environmental Protection (DEP) requirements for a permanent solution. This project is being considered for the Town's American Rescue Plan (ARPA) funding but the article has been put forward in order to complete the project if the ARPA funding is not awarded. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 16: Town Water Main Design and Construction (DPW)

To see if the Town will vote to transfer from Water Retained Earnings the sum of Two Hundred Fifty Thousand Dollars (\$250,000) or such other amount as the Town Meeting may approve, for design, extension, repair, replacement, lining, cleaning, upgrade and installation of various water mains and associated work, including all incidental and related costs.

Article Information - This project involves the completion of engineering design work to structurally line or replace segments of the water main along and under Route 9 as well as the preparation of all bid documents. The project is identified as a necessary water system improvement in the town's Water System Update (2020) and is listed on the water infrastructure capital improvement plan. This project is being considered for the Town's American Rescue Plan (ARPA) funding but the article has been put forward in order to complete the project if the ARPA funding is not awarded. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 17: Town Water Infrastructure Enhancements (DPW)

To see if the Town will vote to transfer from Water Retained Earnings the sum of Seventy Five Thousand Dollars (\$75,000) or such other amount as the Town Meeting may approve for repair, replacement, upgrade or installation of various water infrastructure and associated work, including all incidental and related costs.

Article Information – The Environmental Protection Agency (EPA) mandated a risk and resilience assessment of all town water infrastructure be completed in 2021. The report provides several recommendations to improve physical security at water infrastructure sites throughout the town. Funds requested will enable the necessary improvements. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 18: Mitigation Stabilization Fund Transfer - Water and Sewer System Improvements (DPW)

To see if the Town will vote to transfer Fifteen Thousand Dollars (\$15,000) from the Mitigation Stabilization Fund, or such other amount as Town Meeting may approve, to assist the Town with water and sewer improvements, or take any other action thereon.

Article Information – The 4400 Computer Drive site plan conditions of approval included a contribution of funds from the project applicant to the Town in order to support the assessment of impacts on Town infrastructure as a result of the project. The requested funds will be allocated to the ongoing update of the Town's Comprehensive Wastewater Management Plan. The motion under this article requires a two-thirds vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 19: 231 Turnpike Road (Former Regal Cinema) (Select Board)

To see if the Town will vote to transfer from Free Cash the sum of Two Hundred Thousand Dollars (\$200,000), or such other amount as Town Meeting may approve, for the management and maintenance of the property at 231 Turnpike Road, including all costs incidental or related thereto, or take any other action thereon.

Article Information – This request seeks to appropriate money for the costs of the Town owning the property at 231 Turnpike Road. The Town was awarded ownership of this property by foreclosure on January 6, 2022. This money would cover costs associated with managing and maintaining this property, including, but not limited to, costs associated with the reciprocal management agreement, insurance and legal fees. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 20: 231 Turnpike Road (Former Regal Cinema) Transfer and Disposition (Select Board)

To see if the Town will vote to transfer the care, custody and control of the parcel of land with the improvements and personal property thereon located at 231 Turnpike Road, acquired by the Town by Foreclosure in a Tax Lien Case recorded with the Worcester South District Registry of Deeds, from the Tax Title Custodian for tax-title purposes to the Select Board for the purpose of conveyance, and, further, to authorize the Select Board to dispose of said parcel on such term and conditions as the Select Board deems appropriate, or take any other action thereon.

Article Information – The Town was awarded ownership of this property on January 6, 2022 through foreclosure. This article would transfer the property from the Tax Title Custodian to the Select Board for the purpose of disposition. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 21: Westborough Affordable Housing Trust Funding (Affordable Housing Trust)

To see if the Town will vote to transfer funds in the amount of One Million Two Hundred Thousand Dollars (\$1,200,000) from the Stabilization Fund (Del Webb Chauncy Lake) to the Westborough Affordable Housing Trust, or take any other action thereon.

Article Information – The Westborough Affordable Housing Trust is working in partnership with the Westborough Housing Authority (WHA) to develop additional senior (62+) and accessible Affordable Housing units on the WHA's Rogers Road property. Our intent is to create at least 40 new units. The Massachusetts Housing Partnership (MHP) has provided a technical assistance grant that will provide an engineering and feasibility study that will guide the scope and design of the project. The Trust expects to support the project by assisting with pre-permit financing and development subsidies. The requested funds will provide the Trust with the necessary capital to support this project. Providing the funding at this time provides the Trust with the flexibility needed to move forward with the project in timely and efficient manner. The work of the Trust is subject to on-going oversight. Per Article 17 of our Town General By-Laws, the Select Board must approve any individual action of the Trust that commits more than 50% of the Trust's assets, and any action of the Trust if the Trust's cumulative spending and commitment exceed 80% of the Trust's assets. This transfer of funds has no impact on the tax levy. The motion under this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (8-0-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 22: Transfer of Property to the Westborough Affordable Housing Trust (Affordable Housing Trust)

To see if the Town will vote to transfer the care, custody and control of the parcel of land with the improvements and personal property thereon located at 3 Baylor Road, identified by the Assessor as Lot 0 on Map 34, Block 92, containing 0.201 acres, more or less, and acquired by the Town by Foreclosure in Tax Lien Case recorded with the Worcester South District Registry of Deeds in Book 66552, Page 337, from the tax custodian for tax title purposes to the Select Board for the purpose of conveyance, and, further, to authorize the Select Board to convey said parcel to the Westborough Affordable Housing Trust for affordable housing purposes in exchange for compensation in the amount of Forty Eight Thousand Dollars (\$48,000), or take any other action thereon.

Article Information – The Town has possession of the property, as noted, through a tax taking for unpaid property taxes. The Town has historically auctioned tax taken properties, which can provide the Town revenue greater than the amount of the tax lien. The Westborough Affordable Housing Trust is looking to acquire and renovate the property. The Trust intends to offer the property for sale as a family and/or disabled access Affordable Housing Unit, in perpetuity and in compliance with Department of Housing and Community Development (DHCD) regulations. The impact on Town services should be no different than if the home was auctioned, renovated, and sold as a market-rate property. While most towns forgo the revenue when transferring properties to affordable housing trusts, the Westborough Affordable Housing Trust will pay the Town an amount equal to the existing lien. Future property taxes will be based on the property's affordable housing value, as set by DHCD. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (6-1-2)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 23: Community Preservation Article (Select Board)

To see if the Town will vote to accept Sections 3 to 7, inclusive, of Chapter 44B of the General Laws, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act, including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation and restoration of historic resources, the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use, the acquisition, creation, preservation and support of community housing, and the rehabilitation and restoration of such open space and community housing that is acquired or created as provided under said Act; to determine the amount of such surcharge on real property as a percentage of the annual real estate tax levy against real property and the fiscal year in which such surcharge shall commence; to determine whether the Town will accept any of the exemptions from such surcharge permitted under Section 3(e) of said Act; or to take any other action relative thereto.

Article Information: Acceptance of this statute allows communities to raise funds for three dedicated categories – open space and recreation, historic preservation, and affordable housing (referred to as “community housing” in the legislation and the warrant article). Funds are raised locally through a surcharge of up to 3% calculated on the amount property owners pay in real estate taxes. This is partially matched with funds from the state’s Community Preservation Trust Fund. Funds are managed locally and Town Meeting must approve all expenditures, which must meet CPA criteria. Westborough’s CPA Exploratory Committee has recommended that Westborough adopt CPA with a 0.5% surcharge and three exemptions: a complete exemption for low-income property owners and low- and moderate-income senior (60+) property owners; an exemption of the first \$100,000 of valuation for residential property owners; and an exemption for the first \$100,000 of valuation for commercial and industrial property owners. If this question passes at Town Meeting, it will then be added to the November, 2022 ballot and, if approved, the surcharge will begin in FY2024. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (7-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 24: Wastewater Treatment Plant Intermunicipal Agreement Amendment (Wastewater Treatment Plant Board)

To see if the Town will vote to authorize the Select Board to enter into an amendment to a certain intermunicipal agreement entered into by the Town and the Town of Shrewsbury, dated September 11, 1979, entitled “Agreement for the Construction and Operation of the Westborough Treatment Plant”, to revise Article XII of the agreement as follows (deletions shown with ~~strike through~~ and new text underlined):

Article XII – Amendment

These articles may be amended by the Towns by mutual agreement. Action to adopt an amendment shall be in the same manner as action to place these articles in full force and effect. in accordance with the provisions of Chapter 40, Section 4A of the General Laws.

or take any other action thereon.

Article Information – The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 25: Hometown Hero Banner Program Revolving Account (Veterans Advisory Board)

To see if the Town will vote to authorize a Revolving Fund under Chapter 44 Section 53E ½ to provide for any amounts collected for the Hometown Hero Banner Program to be credited to a separate account to be expended without further appropriation by the board, committee or department head administering the Hometown Hero Banner program,

And further to amend Article 15 of the General Bylaws to add the following revolving fund in the table:

Revolving Fund	Purpose	Funds to be Deposited From	Authorized to Expend Funds	Maximum Expenditure
Hometown Hero Banner Program	Hometown Hero Banner Program	Hometown Hero Banner Program	Veterans Advisory Board	\$25,000

or take any other action thereon.

Article Information – This article seeks to create a Hometown Hero Banner Program Revolving Account. This account will collect revenues for the newly created Hometown Hero Banner program. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (8-0-1)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 26: Amend General Bylaws: Article 18 Community Development Department (Sustainable Westborough)

To see if the Town will vote to amend Article 18, Section 1, of the General Bylaws by adding the bold italicized text, as follows, or take any other action thereon:

Article 18 – Community Development Department

Section 1 Community Development Department and Community Development Director

There shall be a Community Development Department, to include the functions and departments of the Building, Economic Development, ***Sustainability***, and Conservation, to be headed by and under the supervision of a Community Development Director. The office of Community Development Director shall be filled by appointment of the Town Manager. The Community Development Director is responsible for overseeing and coordinating the Town's development activities in cooperation with the Town Planner and the Planning Board. The Community Development Director supervises the Building Commissioner, Conservation Director, and Economic Development Coordinator, or other such title as may be given to the heads of these departments, and may also perform the functions of a Building

Commissioner, as set forth and pursuant to their respective job descriptions.

Article Information – This article seeks to clarify the scope of responsivity for the Community Development Department as the focal point for sustainability and climate projects, including activities discussed in the Climate Action Plan and the Master Plan. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 27: Amend Town Charter: Section 3-5 Planning Board: Composition, Term of Office, Powers and Duties (Select Board)

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation as set forth below to amend the Town Charter as follows:

To see if the Town will vote to amend Section 3-5 of the Westborough Town Charter by adding the bold italicized text and deleting the stricken text, as follows, or take any other action thereon:

(a) COMPOSITION, TERM OF OFFICE - There shall be a Planning Board consisting of 5 members elected by the voters for 5-year terms so arranged that the terms of office of as nearly an equal number of members as is possible shall expire each year.

(b) POWERS AND DUTIES - The Planning Board shall have all of the powers and duties a Planning Board has under the law. The board may also exercise additional powers and duties that may from time to time be assigned to the board by the Charter, Bylaw or vote of the Town Meeting.

(c) APPOINTMENTS - In accordance with its planning function, the Planning Board shall be the appointing authority for the Design Review Board. ~~The Planning Board~~ **Town Manager** shall appoint its ~~department head who shall be the Town Planner~~ **with the concurrence of the Planning Board**. ~~The Planning Board may, in writing, appoint other employees of the Planning Department or, with express written consent, delegate such an appointment to the Town Planner.~~

provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court, and that the Select Board is authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto.

Article Information – This article seeks to change the appointing authority of the Town Planner from the Planning Board to the Town Manager with concurrence of the Planning Board. This article would authorize the Select Board to petition the legislature to make this change throughout the Town Charter. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 28: Amend Town Charter: Section 5-3 (C) Town-wide Management Team (Select Board)

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation as set forth below to amend the Town Charter as follows:

To see if the Town will vote to amend Section 5-3 (C) of the Westborough Town Charter by deleting the stricken text, as follows, or take any other action thereon:

The Town Manager shall be responsible for leading and directing the Town-Wide Management Team. The Team shall consist of the Town's key personnel and the heads of town departments. The Team shall specifically consist of the Chief of Police, the Fire Chief, the Director of the Department of Public Works the Town Counsel, and other department heads or officials that may be designated by the Town Manager from time to time.

Notwithstanding the manner of their appointment or who their respective appointing authority may be, the Chief of Police, the Fire Chief, the Director of the Department of Public Works, the Town Counsel and the other department heads, except for the Library Director, ~~and the Town Planner~~ shall report directly to the Town Manager, who shall be responsible for the day-to-day oversight, coordination and supervision of the administration and operation of each Town department other than the public library ~~or the Planning Board.~~

Each department head shall be responsible for the delivery of service and the manner and method of delivery within the department head's respective department to the residents of the Town.

provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court, and that the Select Board is authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto.

Article Information – This article would change the reporting authority of the Town Planner and the administration and operation of the Planning Department to the Town Manager from the Planning Board. This article would authorize the Select Board to petition the legislature to make this change throughout the Town Charter. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 29: Amend General Bylaws: Article 18 Community Development Department and Community Development Director (Select Board)

To see if the Town will vote to amend Article 18, Section 1, of the General Bylaws by adding the bold italicized text and deleting the stricken text, as follows, or take any other action thereon:

There shall be a Community Development Department, to include the functions and departments of the Building, Economic Development, ***Planning***, and Conservation, to be headed by and under the

supervision of a Community Development Director. The office of Community Development Director shall be filled by appointment of the Town Manager.

The Community Development Director is responsible for overseeing and coordinating the Town's development activities in cooperation with ~~the Town Planner and~~ the Planning Board. The Community Development Director supervises the Building Commissioner, Conservation Director, ***Town Planner*** and Economic Development Coordinator, or other such title as may be given to the heads of these departments, and may also perform the functions of ~~a Building Commissioner~~ ***the heads of these departments***, as set forth and pursuant to their respective job descriptions.

Article Information – This article would incorporate the Planning Department into the Community Development Department with the Community Development Director having overseeing and coordinating the activities of the Planning Department with supervision over the Town Planner. This article further broadens the job description of the Community Development Director to allow that position to perform the functions of the head of any department that falls within the Community Development Department. The motion for this article requires a simple majority vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 30: Establish Dimensional Zoning Regulations for Building in M-1 District - Ruggles Water Tank Chlorine Booster. (Department of Public Works)

To see if the Town will vote to establish the dimensional regulations, as required under Article 2, District Regulations, Section 2600, Dimensional Schedule, Subsection 2630, Building in M-1 District (M-1), of the Westborough Zoning Bylaws for the Town-owned property located at 143 Ruggles Street, Ruggles Water Tank, further identified on the Westborough Assessor's Map 9, Parcel 131, for that portion of the property containing the existing site shown on a plan entitled "Ruggles Water Tank Site, Dimensional Zoning Regulation", sheet SK-R-1, dated January 2022 and on file with the Town Clerk. The purpose of establishing these regulations is to create a building and site work envelope to allow the construction of the Chlorine Booster Building and associated site elements within this envelope as shown on the plan noted above. The dimensional regulations for the buildings and structures shown on the plan noted above shall be as follows:

Minimum Front Yard = 0; Minimum Side Yard = 0; Minimum Rear Yard = 0; Maximum Structure Height = 35 feet.

Or take any other action thereon.

Article Information: The Town's Zoning Bylaws require that Town Meeting set the dimensional regulations (such as setbacks, structure height, etc.) for Town projects on all Town-owned property zoned as M-1. This article seeks to establish zoning dimensional requirements for the work and structures associated with the installation of equipment to benefit the municipal water supply tanks at the existing Ruggles Street water tank location. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 31: Establish Dimensional Zoning Regulation for Building in M-1 District - Fay Mountain Water Tank Chlorine Booster Building (Department of Public Works)

To see if the Town will vote to establish the dimensional regulations, as required under Article 2, District Regulations, Section 2600, Dimensional Schedule, Subsection 2630, Building in M-1 District (M-1), of the Westborough Zoning Bylaws for the Town-owned property located off Adams Street, Fay Mountain Water Tank, further identified on the Westborough Assessor's Map 4, Parcel 20, for that portion of the property containing the existing site as shown on a plan entitled "Fay Mountain Water Tank Site, Dimensional Zoning Regulation", sheet SK-FM-1, dated January 2022 and on file with the Town Clerk. The purpose of establishing these regulations is to create a building and site work envelope to allow the construction of the Chlorine Booster Building and associated site elements within this envelope as shown on the plan noted above. The dimensional regulations for the buildings and structures shown on the plan noted above shall be as follows:

Minimum Front Yard = 0; Minimum Side Yard = 0; Minimum Rear Yard = 0; Maximum Structure Height = 35 feet.

Or take any other action thereon.

Article Information: The Town's Zoning Bylaws require that Town Meeting set the dimensional regulations (such as setbacks, structure height, etc.) for Town projects on all Town-owned property zoned as M-1. This article seeks to establish zoning dimensional requirements for the work and structures associated with the installation of equipment to benefit the municipal water supply tanks at the existing Fay Mountain water tank location. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 32: Amend Zoning Bylaws (Planning Board)

To see if the Town will vote to amend its Zoning Bylaws, Article 2 District Regulations, Section 2300 Use Regulation Schedule for Open Uses in the M and M-1 Districts.

Section 2300 Use Regulation Schedule: Open Uses

OPEN USES	C	R	AA	AB	BA	G2	BB	IA	IB	IC	ID	M	M-1	AE	All Others	DPOD	MUD	
Farm: With pigs, animals raised for pelts: (2)	N	N	S	SP	SP	S	N	S	S	S	N	N	N	SP	N	N	N	
Nursery, greenhouses (commercial):	S	N	Y	Y	SP	Y	N	Y	Y	Y	N	N	N	SP	N	SP	N	
Recreational Camps	S	N	N	SP	SP	Y	N	S	S	S	Y	Y	SP	N	N	N	N	Amended 3/15/2014, Article 21
Cemetery:	N	Y	Y	Y	Y	Y	N	Y	Y	Y	N-Y	N-Y	Y	Y	N	N	N	
Drive-in Theaters, Amusement Park or similar commercial outdoor recreation: (3)	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
Outdoor recreation other than the above operated by a governmental agency:	S	Y	Y	Y	Y	Y	N	Y	Y	Y	N-Y	N-Y	Y	Y	Y	Y	Y	
Other: (4)																		
Sale of Christmas Trees:	S	Y	Y	Y	Y	Y	N	Y	Y	Y	N	N	Y	Y	Y	Y	Y	

Or take any other action thereon.

Article Information: The purpose of this amendment is to allow outdoor recreational uses and cemeteries in M (State, MDC and Municipal District) and M-1 (Town-owned Property) Districts.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 33: Amend Zoning Bylaws (Planning Board)

To see if the Town will amend its zoning bylaws, Article 4 Special Regulations, by creating a new Section 5900 Industrial E (IE) Overlay District as follows:

5900. INDUSTRIAL E (IE) OVERLAY

5910. PURPOSE. The Industrial E (IE) Overlay District encompasses properties on the west side of Town along Otis Street, Sassacus Drive, Valente Drive and Smith Valve Parkway as designated on the Town Zoning Map. This area is highlighted by a series of industrial and commercial uses encompassed by the General Industrial (IB) District. The purpose of the IE Overlay District is to allow increased land use intensity through increased dimensional standards more permissive than those provided by the underlying IB District.

5920. SCOPE AND AUTHORITY. The Industrial E (IE) Overlay District shall allow for optional increase in use through expanded dimensional standards subject to Site Plan Review, and does not replace, but rather supplements, the uses allowed in the underlying IB district. Projects in the Industrial E (IE) Overlay District shall undergo Site Plan Review in accordance with Section 1240 and shall be consistent with the intent of Sections 1100 and 5900.

5921. Consistent with Section 1240 of this bylaw, the Site Plan Review Authority may grant waivers from some or all of the dimensional, parking and sign requirements contained in this Bylaw and applicable to any property subject to this Overlay District upon a finding that: (i) such waivers will result in an improved project, (ii) such project will otherwise meet the performance and design standards set forth in this Bylaw (iii) such waivers will pose no substantial detriment to any adjacent property or proximate neighborhood, and (iv) such project will not nullify or substantially derogate from the intent or purposes of the Bylaw governing this Overlay District.

5930. ESTABLISHMENT OF DISTRICT. The Industrial E (IE) Overlay District includes all property within the Industrial E Overlay (IE) zoning district as an optional, alternate form of development where certain criteria specified within this Section 5900 can be satisfied.

5940. PERMITTED USES. Uses shall be permitted as indicated in Section 2300 Use Schedule under the column IE, in accordance with this Section 5900.

5950. RULES AND REGULATIONS. The Site Plan Review Authority may from time to time establish Rules and Regulations governing this section. The Site Plan Review Authority shall require a filing fee as a part of the Site Plan Review application, the amount of which shall be established by the Site Plan Review Authority.

5951. PUBLIC HEARING AND APPROVAL. The Site Plan Review Authority shall hold a public hearing on any proposal alleging compliance with Section 5950 in accordance with Section 1244 and in accordance with the requirements of Massachusetts General Laws Chapter 40A Section 9 and Section 11. In considering the grant of a Site Plan Review approval, the Site Plan Review Authority shall make a finding that the provisions of this Section 5900 are satisfied.

5952. FINDINGS. The Site Plan Review Authority, pursuant to Section 1200, shall specifically consider the following in determining whether the development will contribute to the orderly and harmonious development of the IE Overlay and underlying IB district.

5952.1 Project design maximizes the opportunities for walking and bicycling

5952.2 Project incorporates best practices in energy efficient design, environmental protection, stormwater management, and low impact development (LID) techniques, wherever practicable. Proposed new buildings shall be designed to be compliant with requirements of the LEED (Leadership in Energy and Environmental Design) Platinum Level Certification using the current LEED version for Building Design and Construction: Core and Shell checklist as defined by the United States Green Building Council.

5952.3 Existing mature vegetation is retained wherever possible. Provisions for winding of sidewalks and creative siting of structures shall be considered.

5952.4 Landscape materials used as buffers are native, non-invasive, hardy for New England weather conditions and disease resistant.

5952.5 A mix of trees, shrubs, and perennial or annual flower beds are integrated as appropriate to the proposed use of the site.

5952.6 Project provides for electric vehicle readiness for charging stations serving 5% of the total parking spaces for a proposed project.

5952.7 Project provides for photovoltaic energy generation or installation of on-site renewable energy generation, i.e. solar thermal, solar lot canopies, free standing and rooftop solar panels and battery storage.

5952.8 If a property in this IE Overlay District is within 300 feet of a residential use any development of such IE parcels shall be required to screen its residential abutters from any light and sound coming from the parcel proposing the development in the IE District. Such screening shall be achieved by eliminating lighting on the side of the proposed development facing abutting residential use; and adding landscaping, fencing, or other visual or sound buffer.

5960. SITE PLAN REVIEW REQUIREMENTS.

5961. Application for any use in this District shall be governed by the Town Site Plan Review process in conformance with Section 1240 of these Bylaws.

5962. PARKING. Parking shall be provided in accordance with Section 3100 and bicycle parking shall be provided in close proximity to structures where determined by the Site Plan Review Authority. The Site Plan Review Authority shall have the authority to waive parking requirements to allow a lower or higher number of spaces as it deems appropriate to support the permitted use(s) and/or the opportunity for shared parking. Parking structures and surface parking lots shall be appropriately designed and landscaped to promote pedestrian flow within and between the various uses on the site and ways. Parking garages shall conform to the requirements of Section 3135.

5963. Building Height for purposes of this IE Overlay District shall mean the vertical distance from the mean elevation of the lowest occupied finished floor to the highest point of the roof or parapet. Occupied floor shall not include basements, structured parking, mechanical and storage rooms or other areas not used for human occupancy. Structures erected on a building and not used for human occupancy, such as, but not limited to, air and exhaust equipment, chimneys, heating-ventilating or air-conditioning equipment, solar or photovoltaic panels, elevator housings, antennas, skylights, cupolas, spires, mechanical and acoustical screening and the like (collectively, the “rooftop structures”) may exceed the maximum height of a building in feet provided no part of the rooftop structures is more than thirty-five (35) feet higher than the maximum permitted height of the building and the total horizontal coverage of such rooftop structures on the building does not exceed seventy (70) percent.

And by amending Section 2300 Use Regulation Schedule by creating a new column for IE as shown,

RESIDENTIAL USES (1.8)	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	IE	M	M-1	AE	All Others	DPOD	MUD	
Single Family dwelling:	N	Y	Y	SP	Y	Y	N	N	Y	N	N	N	N	SP	Y	SP	N(7)	
Two-family dwelling:	N	S	Y	SP	SP	Y	N	N	Y	N	N	N	N	SP	S	SP	N(7)	
Conversion of existing structure to more than two-family dwelling:	N	N	S	SP	SP	S	N	N	SP	N	N	N	N	SP	N	SP	N(7)	
Boardinghouse:	N	S	S	SP	SP	S	N	S	SP	S	S	N	N	SP	S	SP	N	
Multi-family dwelling (See Section 4200):	N	N	Y	SP (5)	SP	N	N	N	N	N	N	N	N	N	N	SP	N(7)	Amended 5/13/2006, Article 30
Open Space Communities (See Section 4300):	N	SP	N	N	N	N	N	N	N	N	N	N	N	N	N	SP	N(7)	Amended 3/5/1990, Article 52A
Mobile Home:	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
Campground, mobile home park:	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
Mixed Use Residential/Commercial with Industrial Components (see Section 5000)	N	N	N	N	N	N	N	N	SP	N	N	N	N	N	N	N	N	Added 10/18/2004, Article 10
Senior Living Overlay (see Section 5300) (6)	N	SP	SP	N	SP	SP	SP	SP	N	N	N	N	N	N	SP	SP	SP	Added 5/15/2010, Article 31

OPEN USES	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	IE	M	M-1	AE	All Others	DPOD	MUD	
Farm: With pigs, animals raised for pelts: (2)	N	N	S	SP	SP	S	N	S	S	S	S	N	N	SP	N	N	N	
Nursery, greenhouses (commercial):	S	N	Y	Y	SP	Y	N	Y	Y	Y	Y	N	N	SP	N	SP	N	
Recreational Camps	S	N	N	SP	SP	Y	N	S	S	S	S	Y	Y	SP	N	N	N	Amended 3/15/2014, Article 21
Cemetery:	N	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	N	N	Y	Y	N	N	
Drive-in Theaters, Amusement Park or similar commercial outdoor recreation: (3)	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
Outdoor recreation other than the above operated by a governmental agency:	S	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	N	N	Y	Y	Y	Y	
Other: (4)																		
Sale of Christmas Trees:	S	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	N	N	Y	Y	Y	Y	

(1) Animal keeping may be subject to permit from the Board of Health.

(2) But no animals kept closer than 500 feet to any lot line.

(3) Temporary carnival sponsored by a non-profit organization permitted upon approval by the Board of Selectmen. (Added 3/2/1992, Article 23)

(4) As determined by the zoning enforcement officer.

(5) Multi-Family dwellings are allowed in the Highway Business (BA) District upon grant of a Special Permit by the Planning Board in accordance with Section 5200 (Added 5/13/2006, Article 30)

(6) In accordance with the requirements and restrictions of Section 5300

(7) These uses are prohibited except when proposed as part of a Senior Living Overlay Project in conformance with Section 5300

(8) Only one dwelling shall be allowed per residential lot unless otherwise specifically allowed in this bylaw

INSTITUTIONAL USES	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	IE	M	M-1	AE	All Others	DPOD	MUD	
Religious, sectarian, denominational or public educational uses, religious purposes:	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
Other educational uses: (3)	S	N	N	Y	Y	S	N	S	S	S	S	Y	Y	Y	N	SP	SP	
Municipal use voted at Town Meeting (not more specifically cited in Section 2300):	S	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	SP	
Hospital, sanitarium, convalescent, nursing or rest home, congregate housing:	N	S	Y	SP	SP	Y	N	S	Y	S	S	Y	Y	SP	S	SP	SP	
Patriotic, fraternal or social clubs if not conducted for profit; other philanthropic institution or club:	N	N	S	Y	SP	S	N	S	S	S	S	Y	Y	SP	N	SP	SP	
COMMERCIAL USES	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	IE	M	M-1	AE	All Others	DPOD	MUD	
Motor vehicle service station (See Section 1300):	N	N	N	S (1)	N	S (1)	N	S (1)	S	S (1)	S (1)	N	N	S (1)	N	N	N	
Animal kennel or hospital as licensed under Chapter 140, Sec. 137a, General Laws:	N	N	S	SP	SP	Y	N	Y	N	Y	Y	N	N	SP	N	N	N	
Indoor Recreation:	N	N	N	Y	SP	Y	N	Y	SP	Y	Y	N	N	SP	N	SP	SP	
Banks, office space:	N	N	N	Y	SP (4)	Y	Y	Y	SP	Y	Y	N	N	SP	N	SP	SP	
Restaurants, Brew Pubs:	N	N	N	Y (2)	N	Y (2)	N	Y (2)	SP	Y (2)	Y (2)	N	N	SP	N	SP	SP	
Hotel, motel, motor court:	N	N	N	SP	SP	Y	N	Y	SP	Y	Y	N	N	SP	N	N	SP	
Other retail sales & services:	N	N	N	Y	SP (5)	Y	N	Y	SP	Y	Y	N	N	SP	N	SP	N (6)	
Display and sale of natural products, a significant portion of which are raised by the proprietor in Westborough:	N	S	S	Y	Y	Y	Y	Y	SP	Y	Y	N	N	Y	S	SP	N	Amended 3/5/1990, Article 52F
Micro/Nano Brewery or Distillery:	N	N	N	SP	N	Y	N	Y	SP	Y	Y	N	N	SP	N	SP	SP	
Multiple Uses Allowed : All uses shall comply with the underlying zoning	N	N	N	Y	SP	Y	Y	Y	SP	Y	Y	N	N	SP	N	SP	SP	

(1) Special Permits to be issued by Selectmen rather than the Board of Appeals.

(2) Except "SP" where a restaurant involves any drive-up or walk-up window service.

(3) Shall not apply to land or structures for religious or educational purposes on land owned or leased by Commonwealth or any of its agencies, subdivisions or bodies, public or by a religious sect or denomination or by a non-profit educational corporation.

(4) Small professional offices in residential style structure limited to a maximum of 4,000 square feet of gross floor area

(5) Limited to a maximum of 5,000 square feet of gross floor area

(6) Except as an accessory use to a permitted use, and then only by Special Permit

	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	IE	M	M-1	AE	All Others	DPOD	MUD
INDUSTRIAL, UTILITY USES																	
Airport, heliport:	N	N	N	N	N	N	S	S	S	S	S	N	N	Y	N	N	N
Public/Private utility with outside equipment or storage (2)																	
With outside equipment or storage:	N	N	N	Y	N	N	Y	Y	Y	Y	Y	N	N	Y	N	N	N
With none of above:	S	S	S	Y	Y	Y	Y	Y	Y	Y	Y	N	N	Y	S	SP	SP
Earth removal (See Sec. 4100): (1)	S	S	S	S	S	S	S	S	SP	S	S	N	N	S	S	SP	SP
Research laboratory:	N	N	S	Y	N	Y	Y	Y	Y	Y	Y	N	N	Y	N	SP	SP
Trucking terminal, bulk storage contractor's yard:	N	N	N	N	N	N	Y	Y	SP	Y	Y	N	N	N	N	N	N
Manufacturing, Processing and Warehouse:	N	N	N	SP	N	N	Y	Y	Y	Y	Y	N	N	SP	N	N	N
Adult Entertainment Uses	N	N	N	N	N	N	N	N	N	N	N	N	N	SP	N	N	N
Brewery, Distillery	N	N	N	N	N	N	Y	Y	Y	Y	Y	N	N	N	N	N	N
Multiple Uses Allowed : All uses shall comply with the underlying zoning	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	N	N	Y	N	SP	SP
OTHER PRINCIPAL USES	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	IE	M	M-1	AE	All Others	DPOD	MUD
Other use having externally observable attributes similar to one of above:																	
All other uses:	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
ACCESSORY USES	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	IE	M	M-1	AE	All Others	DPOD	MUD
Home occupations (See Sec. 4410):	N	Y	Y	Y	S	Y	S	Y	Y	Y	Y	N	N	Y	Y	SP	N
Customary uses & structures (See. 4400):	Shall incur the same use regulations as the principal use listed in this Section																
Agriculture, Horticulture or Floriculture.	Insofar as it can be established that the primary purpose of the use of the land falls within the above-mentioned categories, the regulations herein shall not apply, if same is deemed unreasonable, nor shall such use require a Special Permit. Expansion or reconstruction of existing structures upon land primarily being used for agriculture, horticulture or floriculture, shall not be prohibited or unreasonably regulated except that all such activities may be limited to parcels of more than five (5) acres in areas not zoned for agriculture, horticulture, or floriculture. Land divided by a public or private way or a waterway shall be construed as one parcel.																
Large-Scale Ground-Mounted Solar Photovoltaic Installations	N	N	N	N	N	N	Y	Y	Y	Y	Y	Y	Y	N	N	N	N
Marijuana Establishment, Medical Marijuana Treatment and Dispensing Facilities & Marijuana Cultivation	N	N	N	N	N	N	N	N	N	N	N	N	N	SP(3)	N	N	N

(1) Special Permits to be issued by Selectmen rather than the Board of Appeals.

(2) Except for Large Scale Ground-Mounted Solar Photovoltaic Installation as defined and in accordance with Section 5600

(3) Allowed by Special Permit issued by the Planning Board.

And by amending Section 2620 Non-Residential Buildings in Non-Residential Districts by creating a new column for IE as shown:

	BA	BB	G2	IA, IB	ID (i)	IE (i)	DPOD(g)	MUD
Minimum lot area (sf):	15,000	10,000	15,000	15,000	15,000	15,000	10,000	10,000
Minimum lot frontage (ft)								
(a):	125	100	125	125	125	125	100	100
Minimum front yard (ft)								
(a,b,c,e):	25	25	25	25	25	25	10	10
Minimum side yard (ft) (d):	25	0	25	25	25	25	0	0
Minimum rear yard (ft) (d):	25	0	25	25	25	25	0	0
Maximum building height (ft):	60	35	45	60	95	85	60	60
Maximum building stories:	4	2 1/2	2 1/2	4	6	5	4	4
Maximum lot coverage (%):	40	100	40	40	60	50	~(h)	~(h)
Minimum distance between edge of curb cut & nearest side lot line or corner (ft):	20	~	20	~	~	~	~(h)	~(h)

Minimum open space (%):	60	~	60	60	40	50	~(h)	~(h)
Max. square foot floor area	~	~	(i)	~	~	~	~	~(h)

And by amending Section 2620 Non-Residential Buildings in Non-Residential Districts, footnote (j) as shown:

(j) The Industrial D District (ID) **and Industrial E District (IE) is an** are overlay districts. The maximum dimensional schedule shall be allowed in accordance with Section 5400 and **Section 5900, respectively**, of this Zoning Bylaw. Otherwise, the underlying requirements of the Industrial B District (IB) are applicable.

And by amending the Zoning Map designation for those portions of the properties designated as Industrial B (IB) located at 50, 54, 60, 64, 55, 53, 49, 35, 27, 25, 9, Otis Street, and as further identified on the Westborough's Assessor's Maps as Parcels 26-34-0; 25-1-0; 25-3-0; 25-3A-0; 26-31-0; 26-57-0; 26-32A-0; 26-32-0; 26-59-0; 19-107-0; 26-53-0 respectively, to be included within the Industrial E Overlay (IE) District;

And by amending the Zoning Map designation for those portions of the properties designated as Industrial B (IB) located at 1-5 and 2 Sassacus Drive, and as further identified on the Westborough's Assessor's Maps as Parcels 26-32B-0; and 26-32C-0 respectively, to be included within the Industrial E Overlay (IE) District;

And by amending the Zoning Map designation for those portions of the property designated as Industrial B (IB) located at 10 Smith Valve Parkway, and as further identified on the Westborough's Assessor's Maps as Parcels 19-87-0 to be included within the Industrial E Overlay (IE) District;

And by amending the Zoning Map designation for those portions of the properties designated as Industrial B (IB) located at 9 Valente Drive, and as further identified on the Westborough's Assessor's Maps as Parcel 25-23-0; and those portions of properties identified on the Westborough's Assessor's Maps as 25-16A-0 and 25-17-0 to be included within the Industrial E Overlay (IE) District;

Or take any action thereon.

Article Information: The Industrial E (IE) Overlay District encompasses properties on the west side of Town along Otis Street, Sassacus Drive, Valente Drive and Smith Valve Parkway as designated on the Town Zoning Map. This area is highlighted by a series of industrial and commercial uses encompassed by the General Industrial (IB) District. The purpose of the IE Overlay District is to allow increased land use intensity through increased dimensional standards more permissive than those provided by the underlying IB District while adding increased protections for residential uses in surrounding neighborhoods and by adding increased ground water recharge requirements.

AFC recommends the Town vote to approve this Article (8-1-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 34: Amend Zoning Bylaws (Planning Board)

To see if the Town will amend its zoning bylaws Section 3340. OFF-PREMISES SIGNS, by adding the **bold** language

3340. OFF-PREMISES SIGNS. Billboards or signs, whose content does not relate exclusively to the premises on which they are located, or to products, accommodations, services or activities on those premises, shall not be permitted, **except as provided below.**

- a. Off-Premises Signage may be allowed by the Building Commissioner if the Off-Premises Signage serves to reduce traffic congestion, improve public safety or serves a similar public benefit;
- b. The Building Commissioner may also allow Off-Premises Signage to announce temporary events. The location and duration of the display of such Off-Premises Signage shall be determined by the Building Commissioner;

And by adding new Sections 3341 through 3347 as follows:

3341. OFF-PREMISES DIGITAL BILLBOARDS.

Purpose:

The purpose of this section is to make provision for Off-Premises Digital Billboards along interstate highways that pass within the Town of Westborough and further:

- 1. To responsibly address the changing technology of digital displays and the Town's desires to regulate this technology as applied in the use of off-premises signage.**
- 2. To allow new technologies in a designated area while working through a special permit process.**
- 3. To regulate the quality, scale, and impact of off-premises commercial billboards in designated receiving areas in order to maintain both a competitive business market and an aesthetically attractive residential community.**
- 4. To encourage the siting of commercial billboards and electronic/digital billboards in such locations that will not cause driver distraction but can provide public service announcements in emergency situations for the safety and welfare of the general public.**
- 5. To preserve the residential character of the Town and protect the environmental, historic and open space resources of the community by designating defined locations that minimize potential adverse impacts to the Town.**

3342. Applicability:

- a. **Off-Premises Digital Billboard signs may be allowed on commercial or industrially zoned land, specifically including: Exclusive Industrial (IA); General Industrial (IB); Mixed Use Industrial (IC); Industrial D Overlay (ID) and Highway Business (BA) property. Any such site shall directly abut Interstate Route 90 (the Massachusetts Turnpike), or Interstate 495.**
- b. **Any installation of an Off-Premises Digital Billboard shall require a special permit from the Special Permit Granting Authority (SPGA) and an off-premises billboard development agreement with the Westborough Select**

Board. The Board of Appeals shall be the SPGA. All special permit applications shall be submitted in accordance with the administrative procedures specified under section 1240 of the Bylaw and outlined in MGL Chapter 40A.

- c. For the purposes of this Section 3340, an Off-Premises Digital Billboard shall mean an Off-Premises Sign utilizing digital message technology, capable of changing the static message or copy on the sign electronically. A Digital Billboard may be internally or externally illuminated. Digital Billboards shall contain static messages only, and shall not have animation, movement, or the appearance or optical illusion of movement, on any part of the sign structure. Each static message shall not include flashing or the varying of light intensity.**
- d. Existing off-premises non-digital or non-electronic billboards in other districts wishing to convert to digital format shall comply with the requirements of Section 3340.**

3343. Special Permit Criteria:

The SPGA shall not render a decision on an application for a special permit until it has made its findings. Said findings shall include but not be limited to the following:

- 1. Demonstrate that nuisance or hazard or congestion shall not be created.**
- 2. Demonstrate that no residentially zoned property or pre-existing nonconforming property or other property used for residential purposes, excluding hotels or motels, is within a five hundred (500) foot radius of the proposed location.**

For pre-existing Billboards along Route 9, the SPGA may waive requirements through the Special Permit process if they feel waiving the requirement does not cause undue nuisance and still meets the requirements of this Section of the Bylaw.
- 3. Demonstrate that the proposed location does not adversely interfere with the use of adjacent properties, including, but not limited to, increasing noise or vibration, casting a shadow on or causing a flicker on adjacent properties.**
- 4. Demonstrate that the proposed billboard is in harmony with or suitable for the surrounding area and would not do significant damage to the visual environment. In making the determination, the special permit granting authority may consider, among other factors, health, safety, general welfare of the public, the scenic beauty of the area, the physical, environmental, cultural, historical or architectural characteristics of the location and area, proximity of the proposed billboard to schools, or places of worship or open space, architectural characteristics of the location area, the structure, height, and size of the sign, and the number of signs on the premises and in the area where the billboard is to be located.**
- 5. Proposed billboard signs shall not be permitted within 1250 feet of another permitted Off-Premises Digital Billboard sign on the same side of the traveled way regardless of which direction the sign is intended to face and shall not be permitted within 1250 feet of another permitted Off-Premises Digital Billboard sign on the opposite side of the traveled way regardless of**

which direction the sign is intended to face.

For pre-existing Billboards along Route 9, the SPGA may waive requirements through the Special Permit process if they feel waiving the requirement does not cause undue nuisance and still meets the requirements of this Section of the Bylaw.

6. No flashing lighting shall be allowed.
7. No sexually oriented, sexually provocative or adult-oriented businesses as defined in section 4800 of this Bylaw shall be advertised on a billboard.
8. There shall be no advertising of marijuana related products as defined and regulated in section 5700 and 5800 of this Bylaw.
9. The Westborough Select Board and the owner/operator of an Off-Premises Digital Billboard permitted under this Section shall mutually agree on a schedule pursuant to which the Digital Billboard may advertise the Town, Town-sponsored events, or other public service announcements ("Town Messaging"). The parties' mutual agreement regarding Town Messaging shall be memorialized in the Development Agreement or other agreement between the parties.
10. In order to mitigate the impact of the proposed billboard on the Town, the applicant may be requested to provide mitigation to the Town, including but not limited to removal of existing nonconforming billboards, to mitigate the impact of the proposed billboard on the Town, in a form identified in an agreement approved by the Westborough Select Board.
11. Any special permit issued under this Section shall be conditioned upon continued good standing in conformance with Section 3345 below.

3344. Digital Billboard Requirements. Digital Billboards are permitted subject to the following:

1. **Operational Limitations.** Digital Billboard displays shall contain static messages only, and shall not have movement, or the appearance or optical illusion of movement during the static display period, of any part of the sign structure. Each static message shall not include flashing lighting or the varying of light intensity.
2. Owners of Digital Billboard sign faces have the sole option to remove the digital units from the outdoor advertising structure at any time, for any reason. During all periods where there are no digital units on the sign structure, the sign owner shall be permitted to operate the sign faces as traditional non-digital, printed type.
3. The owner/operator of a Digital Billboard sign(s) from time to time, may operate the sign face(s) as digital or printed/non-digital, at their sole discretion.
4. **Minimum display time.** Each message on the sign must be displayed for a minimum of (10) ten seconds.
5. Digital Billboards shall not operate at brightness levels of more than 0.3 (zero point three) foot candles above ambient light, as measured using a foot candle meter at a pre-set distance.

6. Pre-set distances to measure the foot candles impact vary with the expected viewing distances of each size sign. Measurement distance criteria:

Nominal Face Size	Distance to be measured from:
12' x 25'	150'
10'6" x 36'	200'
14' x 48'	250'

7. Each display must have a light sensing device that will adjust the brightness as ambient light conditions change.
8. The technology currently being deployed for Digital Billboards is LED (light emitting diode), but there may be alternate, preferred and superior technology available in the future. Any other technology that operates under the maximum brightness stated in #s 5 & 6 above shall not require a bylaw change for approval, unless the Town of Westborough finds it in the best interest of the public to do so.
9. The maximum face size of each Digital Billboard sign face shall not exceed 680 (six hundred and eighty) square feet, including framing or trim.
10. The maximum height of any off-site digital billboard shall not exceed seventy-five (75) feet as measured from the elevation of the roadway upon which it is intended to face, to the top of the sign.
11. Owners of Digital Billboards shall coordinate with law enforcement, emergency management authorities and/or the Westborough Select Board to display, when appropriate, regional emergency information important to the traveling public including, but not limited to Amber Alerts, emergency management information or public service announcements.
12. The Digital Billboard will be permitted if in compliance with other applicable local, state and federal regulations.
13. The presence of other forms of signage as regulated elsewhere in this bylaw shall not preclude off-premises billboards that are in compliance with this bylaw.

3345. Off-Premises Billboard Development Agreement with the Westborough Select Board:

Off-Premises Billboard signs shall be permitted if the Select Board determines the Billboard sign serves to provide a public benefit to the Town of Westborough.

1. In addition to the provision of Town Messaging as defined and described in Section 3343(9), the owner/operator of an Off-Premises Digital Billboard shall utilize the Off-Premises Digital Billboard for emergency public safety announcements including, but not limited to those associated with law enforcement, emergency management authorities and provide for the Westborough Select Board to display, when appropriate, regional emergency information important to the traveling public including, but not limited to Amber Alerts, emergency management information or public service

- announcements.
2. The Select Board shall determine any terms in the interest of the Town associated with the billboard's operation.
 3. Such terms shall be memorialized in the Development Agreement.

3346. Following the approval of the required special permit from the SPGA and completion of the Off-Premises Billboard Development Agreement with the Westborough Select Board and following the approval and issuance of a permit in accordance with 700 CMR 3.00, the Building Commissioner shall, after review of application, issue a building permit for the Off-Premises Digital Billboard sign.

3347. Severability:
The invalidity of any section or provision of this article shall not invalidate any other section or provision hereof.

Or take any action thereon.

Article Information - The purpose of this section is to make provision for Off-Premises Digital Billboards along interstate highways that pass within the Town of Westborough and to responsibly address the changing technology of digital displays. The Town desires to regulate this technology as applied in the use of off-premises signage. The motion for this article requires a 2/3 vote.

AFC recommends the Town vote to approve this Article (9-0-0)

SB recommends the Town vote to approve this Article (5-0-0)

ARTICLE 35: Petitioned Warrant Article – Indigenous Peoples' Day (By Petition)

To see if the Town will vote to from this day forward, recognize and refer to the second Monday in October as Indigenous Peoples' Day or take any other action thereon.

Article Information: The article is a non-binding resolution regarding the second Monday in October. It does not alter or change Columbus Day in any way, nor does it take the Columbus Day Holiday away as a state or national holiday. Additionally, it does not require any action by the Town but may be considered as the town updates documents that reference the 2nd Monday in October holiday. The motion for this article requires a simple majority vote.

AFC recommends,with the understanding this Article is a non-binding action, that Town Meeting listen to arguments presented, and vote what they believe is in the best interest of the Town (7-1-0)

SB recommends the Town not support this Article (3-1-1)

ARTICLE 36: Petitioned Warrant Article – Elected Positions (By Petition)

To see if the Town will vote to: consider making any elected positions for the Town that have no compensation or benefit whatsoever be considered voluntary positions for the purpose of community

service. This community service should be credited toward tax (property) abatement

Article Information: The motion for this article requires a simple majority vote.

AFC recommends the Town vote to pass over this Article (8-0-0)

SB recommends the Town not support this Article (3-1-1)

ARTICLE 37: Petitioned Warrant Article – Amend General Bylaws Article 33 – Plastic Bag Reduction (By Petition)

To see if the Town will vote to

Article 33 – PLASTIC BAG REDUCTION

This bylaw shall be known as the Plastic Bag Reduction Bylaw.

SECTION 1 PURPOSE AND INTENT

The production and use of thin-film single-use plastic checkout bags have significant impacts on the environment, including, but not limited to contributing to the potential death of aquatic and land animals through ingestion and entanglement; contributing to pollution of the natural environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to protect the Town's unique natural beauty and its water and natural resources by eliminating single-use plastic checkout bags that are distributed in the Town of Westborough and to promote the use of reusable bags.

SECTION 2 DEFINITIONS

“Checkout bag” – means a carryout bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store.

“Grocery Store” – means a retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offers home care and personal care products.

“Retail Store” – means any business facility that sells goods directly to the consumer whether for or not for profit, including, but not limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

“Reusable checkout bag” – means a bag with handles that is specifically designed and manufactured for multiple reuse and is ~~either polyester, polypropylene, cotton or other durable material, or durable plastic that is at least 4.0 Mils in thickness.~~ **100% post-consumer material or biodegradable.**

“Biodegradable” – toxin free and capable of being decomposed by bacteria or other living organisms.

“Thin-film single -use plastic bags” – are those bags typically with handles, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non -woven polypropylene fabric), if said film is less than 4.0 mils in thickness.

“Recyclable paper bag” – means a paper bag that is 100 percent recyclable and contains at least 40% post-consumer recycled content, and displays the words “recyclable” and “made from 40% post-consumer recycled content” in a visible manner on the outside of the bag.

SECTION 3 USE REGULATIONS

- (A) Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail store or grocery store within the Town of Westborough.
- (B) If a grocery or retail store provides or sells checkout bags to customers, the bags must be one of the following (1) recyclable paper bags, or (2) reusable checkout bags. ~~The grocery or retail store may charge for said bags.~~
- (C) Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are still permissible.
- (D) *All checkout bags offered at retail and grocery stores must have a charge of at least ten cents. No checkout bags, whether reusable or paper, are allowed to be given out for free.***

SECTION 4 EFFECTIVE DATE

This bylaw shall take effect six (6) months following Town Meeting approval of the bylaw. Upon application of the owner or the owner's representative, the Board of Selectmen or their designee may exempt a grocery retail store from the requirements of this section for a period of up to six (6) months upon a finding by the Board of Selectmen or their designee that (1) the requirements of this section would cause undue hardship; or (2) a grocery or retail store requires additional time in order to draw down an existing inventory of checkout bags.

SECTION 5 ENFORCEMENT

Enforcement of this bylaw shall be the responsibility of the Board of Selectmen or their designee. The Board of Selectmen or their designee shall determine the monitoring process to be followed, which may be limited to responding to citizen reports, incorporating the process into other town duties as appropriate.

Any grocery or retail store distributing plastic checkout bags in violation of this bylaw shall be subject to a noncriminal disposition fine as specified in Article 31 of the General Bylaws, Noncriminal Disposition of Certain Violations of Bylaws and Rules and Regulations. Any such fines shall be paid to the Town of Westborough. No licenses shall be renewed for any establishment with outstanding

violations under this section.

SECTION 6 SEVERABILITY If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

Or take any other action thereon.

Article Information: The motion for this article requires a simple majority vote.

AFC recommends the Town vote to defeat this Article (5-1-2))
AFC will comment on the article on Town Meeting Floor (8-0-0)
SB will make their recommendation at Town Meeting

ARTICLE 38: Petitioned Warrant Article – Amend General Bylaws Article 33 – Plastic Reduction (By Petition)

To see if the Town will vote to

ARTICLE 33 – PLASTIC ~~BAG~~ REDUCTION

This bylaw shall be known as the Plastic ~~Bag~~ Reduction Bylaw.

SECTION 1 PURPOSE AND INTENT

The production and use of ~~thin-film~~ single-use plastics ~~checkout bags~~ have significant impacts on the environment, including, but not limited to contributing to the potential death of aquatic and land animals through ingestion and entanglement; contributing to pollution of the natural environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to protect the Town's unique natural beauty and its water and natural resources by eliminating single-use plastics ~~checkout bags~~ that are distributed in the Town of Westborough and to promote the use of reusable bags.

SECTION 2 DEFINITIONS

“Checkout bag” – means a carryout bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store.

“Grocery Store” – means a retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offers home care and personal care products.

“Retail Store” – means any business facility that sells goods directly to the consumer whether for or not for profit, including, but not limited to, retail stores, ~~restaurants~~, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

“Restaurant” – an entity that prepares and sells food directly to consumers for immediate consumption, as defined by Food and Drugs Administration¹.

“Biodegradable” – toxin free and capable of being decomposed by bacteria or other living organisms.

“Reusable checkout bag” – means a bag with handles that is specifically designed and manufactured for multiple reuse and is either polyester, polypropylene, cotton or other durable material, or durable plastic that is at least 4.0 Mils in thickness.

“Thin-film single -use plastic bags” – are those bags typically with handles, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non -woven polypropylene fabric), if said film is less than 4.0 mils in thickness.

“Recyclable paper bag” – means a paper bag that is 100 percent recyclable and contains at least 40% post-consumer recycled content, and displays the words “recyclable” and “made from 40% post-consumer recycled content” in a visible manner on the outside of the bag.

SECTION 3 USE REGULATIONS

- (A) Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail store or grocery store within the Town of Westborough.
- (B) If a grocery or retail store ***or restaurant*** provides or sells checkout bags to customers, the bags must be one of the following (1) recyclable paper bags, or (2) reusable checkout bags. The grocery or retail store may charge for said bags.
- (C) Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are still permissible.
- (D) ***Restaurants must use biodegradable material for dine-out services when such an alternative exists. Examples include, but are not limited to, takeout-container, utensils, sauce containers***

SECTION 4 EFFECTIVE DATE

This bylaw shall take effect six (6) months following Town Meeting approval of the bylaw. Upon application of the owner or the owner's representative, the Board of Selectmen or their designee may exempt a grocery retail store, ***or restaurant*** from the requirements of this section for a period of up to six (6) months upon a finding by the Board of Selectmen or their designee that (1) the requirements of this section would cause undue hardship; or (2) a grocery, ***restaurant***, or retail store requires additional time in order to draw down an existing inventory ~~of checkout bags~~.

SECTION 5 ENFORCEMENT

Enforcement of this bylaw shall be the responsibility of the Board of Selectmen or their designee. The Board of Selectmen or their designee shall determine the monitoring process to be followed, which may be limited to responding to citizen reports, incorporating the process into other town duties as appropriate.

Any grocery or retail store distributing plastic checkout bags in violation of this bylaw shall be subject to a noncriminal disposition fine as specified in Article 31 of the General Bylaws, Noncriminal Disposition of Certain Violations of Bylaws and Rules and Regulations. Any such fines shall be paid to the Town of Westborough. No licenses shall be renewed for any establishment with outstanding violations under this section.

SECTION 6 SEVERABILITY

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

¹ Pursuant to 21 CFR 1.328 [Title 21 – Food and Drugs; Chapter I – Food and Drug Administration, Department of Health and Human Services] by 21 CFR 1.328 [Title 21 – Food and Drugs; Chapter I.

Or take any other action thereon.

Article Information: The motion for this article requires a simple majority vote.

AFC recommends the Town vote to defeat this Article (8-0-0)

AFC will comment on the article on Town Meeting Floor (8-0-0)

SB will make their recommendation at Town Meeting
