



# **TOWN OF WESTBOROUGH**

**Report and Recommendations  
of the  
Advisory Finance Committee  
to the  
ANNUAL TOWN MEETING  
JUNE 20, 2020 (FY2021)**

Jody Hensley, Chair

Sean Keogh, Vice-Chair

Michael Barretti  
James Driscoll

Beth Blumberg  
Paul Huegel  
Hank Rauch

Andrew Bradley  
Terry McGoldrick

# 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 the Massachusetts Moderator's 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:

- 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. Non-voters are asked to sit in a designated non-voting section of the meeting.
- 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.
- One person can address the meeting at a time and the Moderator chooses who can address the meeting. Those wishing to address the meeting can raise their voting slip or voting device or stand at one of the designated microphones.
- Speakers can address the meeting up to twice on any question before the meeting unless they receive permission of the meeting. 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 minutes**.
- The proponent of an article is allowed to make a presentation up to **5 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.
  - Both proponents and opponents are encouraged to work with the Moderator in advance to prepare an organized and logical (non-repetitive) presentation to optimize effectiveness.
- 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.

**Advisory Finance Committee Message to Town Meeting Voters**  
**ANNUAL TOWN MEETING (FY2021) Spring 2020**  
**June 20, 2020**

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 taxpayers 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 Board of Selectmen 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. AFC then reports to the Town Meeting and makes such recommendations as it deems best for the interests of the Town and its citizens. (*Town of Westborough General Bylaws, Article 3, Section 4.*)

**Review Process and Findings**

To fulfill our role as your AFC, we have reviewed the entire Warrant and have discussed each article extensively to prepare this Report and Recommendations to Town Meeting voters. Over the course of three months (January – March), we met on multiple occasions with town department heads, committees, the Board of Selectmen, Town Manager, Superintendent of Schools, the School Committee, and residents in order to understand budget requests and the effect of the warrant articles on the town and its residents.

On March 12 and March 15, 2020, the Governor issued emergency orders due to the COVID19 pandemic which suspended certain provisions of Open Meeting Law and imposed strict limitations on the number of people that may gather in one place. March Town Meeting was postponed. During March – June of 2020 estimated state and non-tax-levy local receipts for FY21 dropped significantly. Town and School leadership responded by reexamining their budget and warrant requests. The AFC met remotely via online meetings to consult with Town and School leaders and the Board of Selectmen and to reconsider all budget and warrant article requests.

After the above process and resulting deliberations, the AFC agreed that a number of Articles should be passed over during this Annual Town Meeting, and the operating budget line items which were reduced between March and June appear reasonable and justified.

As was observed in March, the impact of total spending does carry a cumulative increase in the average house tax bill that caused the AFC to spend more time considering the cost to taxpayers of a growing and changing Westborough and the spending decisions we are making as a community. From the perspective of cost burden, the tax bill is growing at a rate that challenges many household budgets. And this year the tax bill is growing ahead of property values. However, amid suddenly falling non-tax levy state and local revenues, the estimated FY21 tax bill did not increase from March to June deliberations, but were held steady at 4.6%.

## **Service levels and community feedback and expectations**

Westborough is a desirable and growing Town. Much of the increased spending which appears on this Warrant was set in motion by Warrant Articles approved at past Town Meetings. The AFC has confirmed that the budget and warrant articles were linked to and in compliance with Westborough's Strategic Plan initiatives, which were prioritized with resident input. We investigated alignment of spending priorities with recent assessments of municipal and school effectiveness compared to surrounding and similar communities. The proposed Warrant Articles and budgets also conformed to community direction provided by voters at past Town Meetings.

## **Town Financial Revenue and Expenditures Estimated for FY21: (see financial tables)**

This year, in just a three month span from March to June 2020, we faced the stark reality of **unprecedented and substantial** across the board reductions in non-house tax revenue and state funding, which not only impacted the current FY20 budget by \$700,000, but affected the planned budget for FY21. The FY20 shortfall will be made up through reductions in the current operating budget.

For FY21, non-tax revenue is forecast to be down by more than 13% (or more than \$5,000,000.) Unfortunately, even after substantial operating and school budget reductions, and deferral of all but essential spending to sustain the current level of services, the shortfall for FY21 is projected to be almost \$1,086,000. The good news is that because of our free cash reserves and use of some enterprise fund retained earnings, along with other management actions to mitigate the revenue losses, we are able to cover this shortfall without an additional tax levy beyond what is indicated in the proposed budget.

## **AFC recommends the ATM accept budgets/plans from Town and School leadership to mitigate the revenue loss by the following actions:**

- Defer contributions to future pension benefits OPEB of \$ 1,000,000. Reflected in insurance budget
- Supplement Tax revenue [Tax Levy] by transferring \$ 750,000 from reserves [free cash to operating budget]
- Controlling School and departmental expenditures as reflected in proposed budgets
- Conserving financial reserves [Free Cash Balance] by deferring capital purchase decisions until expected fall STM when FY 2021 revenues forecasts clarify affordability.

However, in every sense this year, while unique, was a wake-up call for continued emphasis on sound fiscal policy and management.

Fiscal Year 2021 begins on July 1, 2020. 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 its calculations. Final numbers for FY21 will appear in a column in the financial tables at the FY22 Town Meeting.

## **Looking ahead**

If managing household tax bill increases is a priority, voters should begin to focus on opportunities to manage expectations and pacing around increased services and facilities which result in sharp increases in spending year-over-year going forward.

AFC recognizes that in community feedback from the Strategic Planning Process of 2018, and in feedback coming from the community in the current Master Planning Process, residents express satisfaction with Westborough's New England Town feel, good schools, good services, local businesses, open and green space,

friendly and inclusive atmosphere, and excellent location in the Routes 9/495/90 corridor among other positive 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 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 local taxpayers. Enhanced cost projections and tax bill impact projections need to be emphasized for any future building projects or significant expansions in the operating budget so that Town Meeting voters can consider carefully the clear data and information they need to make fully informed decisions about the votes they cast at Town Meeting.

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 services and facilities, then the financial reality will likely include tax increases above routine cost of living increases and inflation.

Respectfully submitted,

Advisory Finance Committee, Westborough, Massachusetts, Annual Town Meeting, Spring 2020

**Information Sources:**

*Tax Classification Hearing - FY2020 Property Taxes - November 26, 2019*

<https://www.town.westborough.ma.us/assessor>

*AFC R&R ATM March 16, 2019 (FY2020) for final FY19 numbers*

[https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/afc\\_handbook\\_atm\\_2019\\_version\\_6c\\_ma.pdf](https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/afc_handbook_atm_2019_version_6c_ma.pdf)

*AFC R&R ATM March 17, 2018 (FY2019) for final FY18 numbers*

[https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/2018\\_afc\\_handbook\\_final.pdf](https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/2018_afc_handbook_final.pdf)

*Archive of Town Meeting Recommendations*

<https://www.town.westborough.ma.us/advisory-finance-committee/pages/archive-town-meeting-recommendations>

*Town of Westborough Strategic Planning Services Summary Report Final Report October 2018*

[https://www.town.westborough.ma.us/sites/westboroughma/files/pages/westborough\\_ma\\_strategic\\_planning\\_2018\\_final\\_report.pdf](https://www.town.westborough.ma.us/sites/westboroughma/files/pages/westborough_ma_strategic_planning_2018_final_report.pdf)

*Westborough Master Plan – Reflect, Explore, Confirm*

<https://westboroughmasterplan.com/>

*Town of Westborough Comprehensive Fiscal Management Policies*

[https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/comprehensive\\_fiscal\\_management\\_policies\\_updated\\_2019\\_022\\_02019.pdf](https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/comprehensive_fiscal_management_policies_updated_2019_022_02019.pdf)

*Town Manager's Budget Documents*

<https://www.town.westborough.ma.us/town-manager/pages/town-managers-budget-documents>

*TOWN OF WESTBOROUGH TOWN MEETING HANDBOOK*

[https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/townmeetinghandbook\\_2015mar5.pdf](https://www.town.westborough.ma.us/sites/westboroughma/files/uploads/townmeetinghandbook_2015mar5.pdf)

**Municipal Finance Basics:**

A broad estimate of spending and borrowing impacts on 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 remains strong with 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 for municipal assets including schools. That AAA Bond Rating comes with the Town having achieved: a very strong local economy, 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, strong management conditions with formal policies and practices, and the Town's contributions towards funding its OPEB obligations (postemployment benefits).

## Financial Revenue & Expenditure Estimated for FY2021

Annual Town Meeting, June 20th, 2020

DRAFT

Updated

6/11/2020

Estimated Revenue and Expenses			
	<u>FY-20</u>	<u>FY-21</u>	<u>% Change</u>
Expenditures			
Schools - Salary & Expenses	\$ 52,806,278	\$ 54,374,549	2.97%
Town - Salary & Expenses	\$ 18,912,641	\$ 19,268,219	1.88%
Insurance - Schools & Town	\$ 14,139,350	\$ 13,250,874	-6.28%
Debt - Schools & Town	\$ 11,318,696	\$ 11,807,825	4.32%
Assabet Valley Vocational	\$ 541,485	\$ 778,313	43.74%
Water Enterprise	\$ 3,872,764	\$ 4,045,303	4.46%
Sewer Enterprise	\$ 1,860,338	\$ 1,865,442	0.27%
Waste Water Treatment Plant	\$ 4,681,168	\$ 5,161,832	10.27%
Country Club Enterprise	\$ 493,629	\$ 490,459	-0.64%
Cable TV Enterprise	\$ 350,000	\$ 300,000	-14.29%
Articles (non-borrow)	\$ 7,825,549	\$ 2,203,130	-71.85%
Worc County Retirement & Cherry Sheet Assessment	\$ 4,977,852	\$ 5,246,073	5.39%
Overlay Reserve	\$ 800,000	\$ 650,000	-18.75%
Total AFC Recommended Expenditures	<b>\$ 122,579,750</b>	<b>\$ 119,442,019</b>	<b>-2.56%</b>
Estimated Non-Tax Levy Revenues			
State Aid (Schools - Chap 70)	\$ 8,074,163	\$ 7,226,376	-10.50%
State Aid (School Buildings)	\$ 2,535,987	\$ 2,535,987	0.00%
State Aid (unrestricted)	\$ 1,472,884	\$ 1,300,609	-11.70%
Local Receipts (estimated)	\$ 10,325,725	\$ 8,512,636	-17.56%
Water Enterprise Receipts	\$ 4,041,822	\$ 4,224,834	4.53%
Sewer & Waste Water Treatment Plant Receipts	\$ 9,659,933	\$ 10,072,883	4.27%
Country Club Enterprise Receipts & Transfer	\$ 493,629	\$ 450,896	-8.66%
Cable TV Enterprise	\$ 350,000	\$ 300,000	-14.29%
Free Cash for Operating Budgets to Lower the Tax Rate	\$ -	\$ 750,000	-
Free Cash Used - ATM Articles	\$ 1,815,784	\$ 403,700	-77.77%
Retained Earnings & Transfers, ATM Articles, Trust Funds	\$ 5,042,182	\$ 2,204,085	-56.29%
Total Estimated Non-Tax Levy Revenues	<b>\$ 43,812,109</b>	<b>\$ 37,982,006</b>	<b>-13.31%</b>
Tax Levy (Amount to be rasied throught property taxes)	<b>\$ 78,767,641</b>	<b>\$ 81,460,013</b>	<b>3.42%</b>

### Tax Rate & Average Single Family Tax Bill Calculation

	<u>FY-20</u>	<u>FY-21</u>	<u>% Change</u>
Estimated Total Town Valuation	\$ 4,247,776,117	\$ 4,332,731,639	2.00%
Estimated Tax Rate = (Tax Levy / Total Valuation) x 1,000	\$ 18.32	\$ 18.80	-
Estimated Average House Value	\$ 533,595	\$ 544,267	2.00%
Estimated Avg House Tax Bill	\$ 9,775.46	\$ 10,232.80	-
Increase on Average House Tax Bill		\$ 457.34	4.68%

### Levy Limit Calculation

Fiscal Year 2020 Levy Limit	\$ <b>87,805,268</b>
Plus 2.5%	\$ 2,195,132
Plus New Growth (Estimated)	\$ 1,358,336
FY2021 Levy Limit (before Debt Exclusion)	\$ <b>91,358,736</b>
School Debt Exclusion Amount	\$ 912,738
Fiscal Year 2021 Levy Limit	\$ <b>92,271,474</b>
Excess Levy Capacity (Levy Limit - Tax Levy) (% Excess Levy)	\$ <b>10,811,461</b> <b>11.72%</b>

**FREE CASH & RETAINED EARNINGS TRANSFERS & SUMMARY REPORT**

Annual Town Meeting for FY2021

Saturday, June 20 2020

**DRAFT**

*Updated*      **6/11/2020**

<b>Source</b>	<b>Transfer Amount</b>	<b>Article</b>	<b>Description</b>
General Fund	\$ 3,700	3	Prior Years Bills
CertifiedFree Cash	\$ 750,000	4	FY2021 Budget
CertifiedFree Cash	\$ 250,000	5A	To Reserve Fund
Certified Free Cash \$4K - moved to STM	-	5B	Re-Stocking Sandra Pong
Certified Free Cash \$70K - moved to STM	-	8A	DPW Utility Truck Replacement
Certified Free Cash \$10K - moved to STM	-	8B	DPW Infrastructure Data Collection
Certified Free Cash \$70K - moved to STM	-	8C	DPW 10-Wheel Sander Replacement
Certified Free Cash \$42K - moved to STM	-	8D	DPW Caterpillar Backhoe Replacement
Certified Free Cash \$79K - moved to STM	-	8J	FD Command Vehicle Replacement
Certified Free Cash	-	8K	Ambulance Purchase
Certified Free Cash \$350K - moved to STM	85,000	8L	FD Self-Contained Breathing Apparatus Replacement
Certified Free Cash \$155K - moved to STM	-	8M	PD Cruiser Replacement
Certified Free Cash \$70K - moved to STM	-	9	Schl Parking Lot and Curbing Repairs & Maintenance
Certified Free Cash \$11,454 - out	65,000	10	DPW 2 One Tone Dump Trucks
Certified Free Cash \$42K - moved to STM	-	12	Country Club Tee Mower
Certified Free Cash	\$ -	-	School Full Day Kindergarten
Total GeneralFund	\$ 1,153,700		
<b>Enterprise Retained Earnings Transfers</b>			
Country Club Retained Earnings	\$ 65,896	4	CCOC FY2021 Budget
Water Retained Earnings	\$ 50,000	5A	To Reserve Fund
Sewer Retained Earnings	\$ 50,000	5A	To Reserve Fund
Water Retained Earnings - \$10k STM	\$ -	8B	Infrastructure Data Collection
Sewer Retained Earnings - \$10k STM	\$ -	8B	Infrastructure Data Collection
Water Retained Earnings - \$70k STM	\$ -	8C	10-Wheel Sander Replacement
Sewer Retained Earnings - \$70k STM	\$ -	8C	10-Wheel Sander Replacement
Water Retained Earnings - \$52k STM	\$ -	8D	Caterpillar Backhoe Replacement
Sewer Retained Earnings - \$52k STM	\$ -	8D	Caterpillar Backhoe Replacement
Sewer Retained Earnings - \$35k STM	\$ -	8E	Generator Replacement - Piccadilly Pump Station
Sewer Retained Earnings - \$50K STM	\$ -	8F	Sewer Grinder Installation at Pump Station
Sewer Retained Earnings	\$ 65,000	8G	Pump Station Assessment and Updates
Water Retained Earnings - \$40k STM	\$ -	8H	F350 Utility Truck with Plow
Sewer Retained Earnings - \$40k STM	\$ -	8H	F350 Utility Truck with Plow
Water Retained Earnings - \$20k STM	\$ -	8I	Renewable Energy Study
Sewer Retained Earnings - \$30k STM	\$ -	8I	Renewable Energy Study
Water Retained Earnings - \$11,455 - out	\$ -	10	DPW 2 One Tone Dump Trucks
Sewer Retained Earnings - \$11,455 - out	\$ -	10	DPW 2 One Tone Dump Trucks
Water Retained Earnings	\$ 200,420	17	Water Mangement Improvements
Sewer Retained Earnings	\$ 175,000	18	Sewer System Improvements
Sub Total	\$ 606,316		
<b>Other Transfers</b>			
Dept. Trust Fund Income	\$ 10,800	4	FY2021 Operating Budgets
Capital Improvement Fund	\$ 401,105	4	FY2021 Operating Debt Budgets
FY2020 Board of Selectmen Salary	\$ 500	11	Internship Opportunities
Ambulance Receipts Reserved	\$ 210,000	8K	Ambulance Purchase
Sale of Real Estate	\$ 400,000	13	Land Acquisition - 30 Belknap Street
Open Space Trust Fund	\$ 300,000	13	Land Acquisition - 30 Belknap Street
Walkup Robinson Trust Fund	\$ 300,000	13	Land Acquisition - 30 Belknap Street
Sale of Real Estate	\$ 5,000	14	Land Acquisition - 9 Grove Street
Sale of Real Estate	\$ 5,000	15	Land Acquisition - Off Oak Street
CXT Mitigation	\$ 53,957	19	Drainage Infrastructure
Sub Total	\$ 1,681,362		

**FREE CASH & STABILIZATION FUND RESERVE SUMMARY**

<b>"Free Cash" certified as of July 1st, 2019:</b>	<b>Certified Available</b>	<b>Transfers 2019 FSTIM</b>	<b>Transfers 2020 ATM</b>	<b>Est Ending Balance</b>
General Fund (GF) Free Cash	\$ 11,941,082	\$ (522,401)	\$ (1,153,700)	\$ 10,264,981
Water Enterprise Retained Earnings	\$ 1,984,737	\$ (232,880)	\$ (250,420)	\$ 1,501,437
Sewer Enterprise Retained Earnings	\$ 2,989,658	\$ (28,696)	\$ (290,000)	\$ 2,670,962
Country Club Enterprise R/Earnings	\$ 65,896	\$ -	\$ (65,896)	\$ -
Capital Equip Stabilization Fund	\$ 380,214	\$ -	\$ -	\$ 380,214
Stabilization Fund	\$ 3,232,133	\$ -	\$ -	\$ 3,232,133
<b>Totals</b>	<b>\$ 20,593,720</b>	<b>\$ (783,977)</b>	<b>\$ (1,760,016)</b>	<b>\$ 18,049,727</b>
AFC Reserve Fund				\$ 250,000
				Total All Reserves: \$ 18,299,727

\* General Fund Free Cash, Stabilization & AFC Reserve: \$ 14,127,328

<b>GF Operating Budget % in Reserves</b>	<b>Total * All Reserves</b>	<b>GF Free Cash &amp; Stabilization</b>	<b>Selectmen's Targeted Goal</b>
General Fund Operating Budget	\$101,115,901	13.97%	13.97% 10 - 15 %

<b>Enterprise Rserve Funds</b>	<b>Total Reserves</b>
Total Enterprise Budgets	\$14,426,981 28.92%

<b>OPEB - GASB Assessed Liability</b>	<b>% Funded</b>	<b>Annual Contribution</b>	<b>Balance</b>
OPEB - Trust as of January 31, 2020	8.35%	\$1,100,000	\$8,574,366

Auditor's bi-annual review of the unfunded liability for Other Post Employment Benefits, last review was issued 11-2018

## **INDEX OF ARTICLES AND SUMMARY RECOMMENDATIONS**

AFC = Advisory Finance Committee

BOS = Board of Selectmen

ARTICLE 1: Annual Town Election (Board of Selectmen)

ARTICLE 2: Town Reports (Advisory Finance Committee)

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

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

ARTICLE 3: Prior Years Bills (Veteran Services)

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

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

ARTICLE 4: Fiscal Year 2021 Operating Budgets (Advisory Finance Committee)

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

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

ARTICLE 5: Regularly Recurring Articles (Town Manager)

A. Reserve Funds (Advisory Finance Committee)

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

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

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

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

C. Tuition Reimbursement (Town Manager)

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

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

D. Request and Approve a Cable TV Budget (Finance Director)

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

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

ARTICLE 6: July 4<sup>th</sup> Block Party (Recreation)

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

ARTICLE 7: Lake Chauncy Treatment (Recreation/Board of Health)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

ARTICLE 8: Capital Improvement Plan (Town Manager/Capital Expenditure Planning Committee)

- A. Utility Truck Replacement (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- B. Infrastructure Data Collection (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- C. 10-Wheel Sander Replacement (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- D. Backhoe Replacement (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- E. Generator Replacement at Sewer Pump Station (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- F. Sewer Grinder Installation at Pump Station (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- G. Pump Station Assessment and Updates (DPW)  
**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**
- H. F350 Utility Truck with Plow (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- I. Renewable Energy Study (DPW)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**
- J. Command Vehicle Replacement (Fire Department)  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

**K. Ambulance Purchase (Fire Department)**  
**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

**L. Self-Contained Breathing Apparatus Replacement (Fire Department)**  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

**M. Purchase of Four Cruisers (Police Department)**  
**AFC recommends the Town vote to approve \$65,000 for this Article (9-0-0)**  
**BOS recommends the Town vote to approve \$65,000 for this Article (5-0-0)**

**N. Parking Lot and Curbing Repairs and Maintenance (School Department)**  
**AFC recommends to pass over this Article(9-0-0)**  
**BOS recommends to pass over this Article(5-0-0)**

**ARTICLE 9: Replacement of Two 1-Ton Dump Trucks (DPW)**  
**AFC recommends to pass over this Article(9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

**ARTICLE 10: Tee Mower (Country Club Operating Committee)**  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

**ARTICLE 11: Request to Fund Internship Opportunities (Board of Selectmen)**  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

**ARTICLE 12: Kindergarten Tuition Free Funding**  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

**ARTICLE 13: Land Acquisition- 30 Belknap Street (Board of Selectmen)**  
**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

**ARTICLE 14: Land Acquisition and Parking Lot Construction (Board of Selectmen)**  
**AFC recommends to pass over this Article (9-0-0)**  
**BOS recommends to pass over this Article (5-0-0)**

**ARTICLE 15: Land Acquisition- Off Oak Street (Board of Selectmen)**  
**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

ARTICLE 16: Town Water System Improvements (DPW)

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

ARTICLE 17: Town Water Management Improvements (DPW)

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

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

ARTICLE 18: Town Sewer Improvements (DPW)

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

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

ARTICLE 19: Amend Appropriation of CSX Mitigation Receipts Reserved Account (DPW)

**AFC recommends the Town vote to approve \$36,260 for this Article (9-0-0)**

**BOS recommends the Town vote to approve \$36,260 for this Article (5-0-0)**

ARTICLE 20: Acceptance of MGL Ch.40, Section 5B, Paragraph 4 (Board of Selectmen)

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

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

ARTICLE 21: Stabilization Fund-Mitigation

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

**BOS recommends the Town vote to approve the Article (5-0-0)**

ARTICLE 22: Stabilization Fund- Affordable Housing

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

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

ARTICLE 23: Amend General Bylaws- Increase Revolving Funds (Town Manager)

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

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

ARTICLE 24: Acceptance of MGL Ch. 59, Section 5K- Senior Tax Work Off Amendment  
(Board of Assessors)

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

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

ARTICLE 25: Acceptance of MGL Ch. 59, Section 5N- Veterans Tax Work off Amendment  
(Board of Assessors)

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

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

ARTICLE 26: Amend Zoning Bylaw: Section 2300 USE REGULATION SCHEDULE  
(Planning Board)

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

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

## ARTICLE 27: Citizen's Petition

**The AFC will make a recommendation at Town Meeting**

**The BOS will make a recommendation at Town Meeting**

### **Editorial Note:**

*The Town Manager's or Proponent's Statements 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.*

In this report, votes are shown in the format (x-y-z) where "x" is the number of votes in support of the stated recommendation, "y" is the number of votes opposed to the recommendation and "z" is the number of members abstaining from the vote. The vote total reflects the number of members present at the meeting when 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 17th day of March, 2020 at 8:00 A.M. for the following purposes:

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### **Article 1: Annual Town Election (Board of Selectmen)**

To bring in their votes for:

- One (1) Selectman (3 years)
- One (1) Moderator (3 years)
- One (1) Town Clerk (3 years)
- Two (2) School Committee members (3 years)
- One (1) Assabet Valley Regional Vocational District School (4 years)
- One (1) Planning Board member (5 years)
- Three (3) Trustees of Public Library (3 years)
- One (1) Westborough Housing Authority (5 years)

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

Precincts 1 – 5 Westborough Senior Center, 4 Rogers Road

And to act on the following articles at the adjourned session of said meeting on March 28, 2020, at 1:00 P.M. in the Westborough High School Auditorium and Gymnasium on 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.

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### **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 (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

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**Article 3: Prior Years Bills (Veteran Services)**

To see if the Town will vote to transfer from Free Cash the sum of Three Thousand Seven Hundred Dollars (\$3,700) for the purpose of paying an outstanding balance in the Veterans Services Department in FY 2019, or take any other action thereon.

*Article Information Statement – The Veteran Services Department has an outstanding bill from June 2019 for burial services. Payment of this bill requires a Town Meeting vote because it was billed in FY 2019. The motion for this article requires a four-fifths vote.*

**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

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**Article 4: Fiscal Year 2021 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 2021 beginning July 1, 2020, and ending June 30, 2021, 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 (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

Department Name	FY2019 Actual	FY2020 Budget	FY2021 AFC Recommended Budget	Budget Change \$ FY20 to FY21	Percent Change% FY20 to FY21	AFC Votes
<b>Town Moderator</b>						
Salaries & Wages	-	250	-	(250)	0.0%	
Expenses	-	-	-	-	0.0%	
Total	-	250	-	(250)	-100.0%	9-0-0
<b>Board of Selectmen / Town Manager</b>						
Salaries & Wages - Elected	1,833	2,500	-	(2,500)	-100.0%	
Salaries & Wages	288,441	387,157	435,451 <sup>1</sup>	48,294	12.5%	
Expenses	69,597	74,950	59,200	(15,750)	-21.0%	
Total	359,871	464,607	494,651	30,044	6.5%	9-0-0
<sup>1</sup> 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						
<b>Finance Committee</b>						
Salaries & Wages	3,178	3,578	3,831 <sup>1</sup>	253	7.1%	
Expenses	679	2,000	2,000	-	0.0%	
Total	3,857	5,578	5,831	253	4.5%	9-0-0
<b>Finance Director</b>						
Salaries & Wages	179,972	191,000	200,754 <sup>1</sup>	9,754	5.1%	
Expenses	1,126	1,135	430	(705)	-62.1%	
Total	181,098	192,135	201,184	9,049	4.7%	9-0-0
<b>Assessors</b>						
Salaries & Wages	226,080	239,917	254,870 <sup>1</sup>	14,953	6.2%	
Expenses	26,587	36,308	30,208	(6,100)	-16.8%	
Total	252,667	276,225	285,078	8,853	3.2%	9-0-0
<b>Treasurer/Collector</b>						
Salaries & Wages	226,835	248,229	260,688 <sup>1</sup>	12,459	5.0%	
Expenses	29,393	39,710	34,650	(5,060)	-12.7%	
Total	256,228	287,939	295,338	7,399	2.6%	9-0-0
<b>Legal</b>						
Expenses	111,589	102,500	102,500	-	0.0%	
Total	111,589	102,500	102,500	-	0.0%	9-0-0
<b>Information Technology</b>						
Salaries & Wages	193,814	210,637	220,752 <sup>1</sup>	10,115	4.8%	
Expenses	311,564	339,300	353,650	14,350	4.2%	
Total	505,378	549,937	574,402	24,465	4.4%	9-0-0
<b>Communications</b>						
Expenses	44,978	53,109	54,609	1,500	2.8%	
Total	44,978	53,109	54,609	1,500	2.8%	9-0-0
<b>Central Purchasing</b>						
Expenses	81,426	85,140	85,140	-	0.0%	
Total	81,426	85,140	85,140	-	0.0%	9-0-0
<b>Town Clerk</b>						
Salaries & Wages - Elected	96,616	99,176	105,340 <sup>1</sup>	6,164	6.2%	
Salaries & Wages	132,756	136,454	138,644 <sup>1</sup>	2,190	1.6%	
Expenses	11,849	16,025	12,900	(3,125)	-19.5%	
Total	241,221	251,655	256,884	5,229	2.1%	9-0-0
<b>Election &amp; Registration</b>						
Salaries & Wages - Elected	2,000	2,000	2,000	-	0.0%	
Salaries & Wages	26,430	17,800	35,600	17,800	100.0%	
Expenses	69,255	61,000	44,000	(17,000)	-27.9%	
Total	97,685	80,800	81,600	800	1.0%	9-0-0
<b>Conservation Commission</b>						
Salaries & Wages	125,012	131,284	127,299 <sup>1</sup>	(3,985)	-3.0%	
Expenses	3,191	18,825	13,325	(5,500)	-29.2%	
Total	128,203	150,109	140,624	(9,485)	-6.3%	9-0-0
<b>Planning Department</b>						
Salaries & Wages	145,550	162,850	159,755 <sup>1</sup>	(3,095)	-1.9%	
Expenses	7,384	8,250	5,550	(2,700)	-32.7%	
Total	152,934	171,100	165,305	(5,795)	-3.4%	9-0-0

Department Name	FY2019 Actual	FY2020 Budget	FY2021 AFC Recommended Budget	Budget Change \$ FY20 to FY21	Percent Change% FY20 to FY21	AFC Votes
<b>Board of Appeals</b>						
Salaries & Wages	12,189	14,337	4,570 <sup>1</sup>	(9,767)	-68.1%	
Expenses	1,944	2,376	2,376	-	0.0%	
Total	14,133	16,713	6,946	(9,767)	-58.4%	9-0-0
<b>Economic Development</b>						
Salaries & Wages	69,868	74,780	- <sup>1</sup>	(74,780)	-100.0%	
Expenses	4,194	7,250	4,100	(3,150)	-43.4%	
Total	74,062	82,030	4,100	(77,930)	-95.0%	9-0-0
<b>Building &amp; Grounds</b>						
Salaries & Wages	173,033	183,589	193,960 <sup>1</sup>	10,371	5.6%	
Expenses	145,954	185,025	224,825	39,800	21.5%	
<i>Less Trust Funds</i>	(600)	(600)	(600)	-	0.0%	
Total	318,387	368,014	418,185	50,171	13.6%	9-0-0
<b>Insurance</b>						
Expenses	13,484,652	14,139,350	13,250,874	(888,476)	-6.3%	
Total	13,484,652	14,139,350	13,250,874	(888,476)	-6.3%	9-0-0
<b>Police Department</b>						
Salaries & Wages	3,086,822	3,471,998	3,645,326 <sup>1</sup>	173,328	5.0%	
Expenses	209,015	240,286	237,090	(3,196)	-1.3%	
Total	3,295,837	3,712,284	3,882,416	170,132	4.6%	9-0-0
<b>Fire Department - Ambulance</b>						
Salaries & Wages	4,276,033	4,434,258	4,638,281 <sup>1</sup>	204,023	4.6%	
Expenses	395,450	406,500	420,000	13,500	3.3%	
Total	4,671,483	4,840,758	5,058,281	217,523	4.5%	9-0-0
<b>Building Commissioner</b>						
Salaries & Wages	355,080	396,186	411,810 <sup>1</sup>	15,624	3.9%	
Expenses	10,910	14,175	11,900	(2,275)	-16.0%	
Total	365,990	410,361	423,710	13,349	3.3%	9-0-0
<b>Weights &amp; Measures</b>						
Expenses	2,138	2,250	2,650	400	17.8%	
Total	2,138	2,250	2,650	400	17.8%	9-0-0
<b>Animal Control</b>						
Salaries & Wages	49,982	53,116	56,578 <sup>1</sup>	3,462	6.5%	
Expenses	3,943	4,750	5,916	1,166	24.5%	
Total	53,925	57,866	62,494	4,628	8.0%	9-0-0
<b>Assabet Regional Vocational School</b>						
Expenses	661,128	541,485	778,313	236,828	43.7%	
Total	661,128	541,485	778,313	236,828	43.7%	9-0-0
<b>Department of Public Works</b>						
Salaries & Wages	1,817,978	1,969,405	1,898,349 <sup>1</sup>	(71,056)	-3.6%	
Expenses	599,539	687,061	704,300	17,239	2.5%	
<i>Less Trust Funds</i>	(10,000)	(10,000)	(10,000)	-	0.0%	
Total	2,407,517	2,646,466	2,592,649	(53,817)	-2.0%	9-0-0
<b>DPW Snow &amp; Ice</b>						
Salaries & Wages	210,946	189,636	189,636	-	0.0%	
Expenses	483,977	484,000	484,000	-	0.0%	
Total	694,923	673,636	673,636	-	0.0%	9-0-0
<b>Electricity</b>						
Expenses	278,489	303,465	304,965	1,500	0.5%	
Total	278,489	303,465	304,965	1,500	0.5%	9-0-0
<b>Sanitary Landfill</b>						
Expenses	636,731	714,016	691,315	(22,701)	-3.2%	
Total	636,731	714,016	691,315	(22,701)	-3.2%	9-0-0
<b>Health Department</b>						
Salaries & Wages	286,260	291,223	305,917 <sup>1</sup>	14,694	5.0%	
Expenses	18,280	17,850	16,850	(1,000)	-5.6%	
<i>Less Trust Funds</i>	(200)	(200)	(200)	-	0.0%	
Total	304,340	308,873	322,567	13,694	4.4%	9-0-0

Department Name	FY2019 Actual	FY2020 Budget	FY2021 AFC Recommended Budget	Budget Change \$ FY20 to FY21	Percent Change% FY20 to FY21	AFC Votes
<b>Council on Aging</b>						
Salaries & Wages	333,324	353,092	325,974 <sup>1</sup>	(27,118)	-7.7%	
Expenses	30,227	31,300	26,200	(5,100)	-16.3%	
Total	363,551	384,392	352,174	(32,218)	-8.4%	9-0-0
<b>Youth Commission</b>						
Salaries & Wages	199,931	213,489	224,901 <sup>1</sup>	11,412	5.3%	
Expenses	7,250	7,250	5,500	(1,750)	-24.1%	
Total	207,181	220,739	230,401	9,662	4.4%	9-0-0
<b>Veteran's Services</b>						
Expenses	85,120	109,526	98,078	(11,448)	-10.5%	
Total	85,120	109,526	98,078	(11,448)	-10.5%	9-0-0
<b>Trustees of Soldiers Memorial</b>						
Expenses	2,775	2,800	2,800	-	0.0%	
Total	2,775	2,800	2,800	-	0.0%	9-0-0
<b>Library</b>						
Salaries & Wages	826,216	870,856	873,036 <sup>1</sup>	2,180	0.3%	
Expenses	281,153	296,949	295,700	(1,249)	-0.4%	
Total	1,107,369	1,167,805	1,168,736	931	0.1%	9-0-0
<b>Recreation</b>						
Salaries & Wages	175,884	187,015	199,662 <sup>1</sup>	12,647	6.8%	
Total	175,884	187,015	199,662	12,647	6.8%	9-0-0
<b>Cultural Council</b>						
Expenses	4,000	4,000	4,500	500	12.5%	
Total	4,000	4,000	4,500	500	12.5%	9-0-0
<b>Historical Commission</b>						
Salaries & Wages	12,492	12,988	13,248	260	2.0%	
Expenses	339	4,760	760	(4,000)	-84.0%	
Total	12,831	17,748	14,008	(3,740)	-21.1%	9-0-0
<b>Debt</b>						
Expenses	10,675,032	11,318,697	11,807,825	489,128	4.3%	
Total	10,675,032	11,318,697	11,807,825	489,128	4.3%	9-0-0
<b>Country Club Enterprise</b>						
Salaries & Wages	7,059	6,825	6,559	(266)	-3.9%	
Expenses	446,575	486,804	483,900	(2,904)	-0.6%	
Total	453,634	493,629	490,459	(3,170)	-0.6%	9-0-0
<b>Sewer Enterprise</b>						
Salaries & Wages	736,252	825,886	824,602 <sup>1</sup>	(1,284)	-0.2%	
Expenses	318,956	319,780	388,198	68,418	21.4%	
Debt	855,553	714,672	652,642	(62,030)	-8.7%	
Total	1,910,761	1,860,338	1,865,442	5,104	0.3%	9-0-0
<b>Wastewater Treatment Plant</b>						
Salaries & Wages	16,068	16,368	16,632	264	1.6%	
Expenses	4,065,078	4,664,800	5,145,200	480,400	10.3%	
Total	4,081,146	4,681,168	5,161,832	480,664	10.3%	9-0-0
<b>Water Enterprise</b>						
Salaries & Wages	619,762	663,065	695,022 <sup>1</sup>	31,957	4.8%	
Expenses	1,917,396	2,034,328	2,144,550	110,222	5.4%	
Debt	1,387,513	1,175,371	1,205,731	30,360	2.6%	
Total	3,924,671	3,872,764	4,045,303	172,539	4.5%	9-0-0
Trust Funds Applied	(10,800)	(10,800)	(10,800)	(10,800)		
General Government Subtotal (all budgets above)						
Salaries & Wages	14,913,696	16,060,944	16,469,047	408,103	2.5%	
Expenses	37,771,129	39,748,328	40,188,420	429,292	1.1%	
Sub-total General Gov't	52,684,825	55,809,272	56,657,467	837,395	1.5%	
<b>Westborough Schools Department</b>	48,565,749	52,806,278	54,374,549.28	1,568,271	2.97%	9-0-0

Department Name	FY2019 Actual	FY2020 Budget	FY2021 AFC Recommended Budget	Budget Change \$ FY20 to FY21	Percent Change% FY20 to FY21	AFC Votes
Total Operating Budgets	101,250,574	108,615,550	111,032,016	2,405,666	2.2%	
Articles Not Borrowed			2,220,827			
Retirement Assessment			4,500,066			
CMRPC, Cherry Sheet, Offsets, Charges & Transfers			746,008			
Overlay Reserve			650,000			
<b>Total Recommended Expenditures</b>			<b>119,148,917</b>			

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**Article 5: Regularly Recurring Articles (Town Manager)**

To see what action the Town may take on the following items, A through D, 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 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 (9-0-0)**

**BOS 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 to pass over this Article (8-1-0)**

**BOS recommends to pass over this Article (5-0-0)**

**5C. Tuition Reimbursement (Town Manager)** To see if the Town will vote to raise and appropriate the sum of Seven Thousand Two Hundred Fifty Dollars (\$7,250), or such other amount as the Town Meeting may approve, for the purpose of funding employee tuition reimbursement, or take any other action thereon.

*Article Information – This article funds tuition reimbursement to allow the Town to meet its obligation to the Collective Bargaining Units and Personnel Policies. The Town funds the amount that is estimated to be used during the upcoming fiscal year. This was previously funded through the Town Manager/Board of Selectmen budget. The motion for this article requires a simple majority vote.*

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

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

#### **5D: Request and Approve a Cable TV Budget (Finance Director)**

To see if the Town will vote to transfer from through the Cable TV Enterprise Fund the sum of Three Hundred Thousand Dollars (\$300,000) for the purpose of funding the FY2021 Cable TV budget, or take any other action thereon.

*Article Information – This will allow the Town to fund Westborough TV's Fiscal Year 2021 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 (9-0-0)**

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

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#### **Article 6: July 4<sup>th</sup> Block Party (Recreation)**

To see if the Town will vote to raise and appropriate or 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 4<sup>th</sup> celebration to be expended by the Westborough July 4<sup>th</sup> Committee under the direction of the Board of Selectmen, or take any other action thereon.

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

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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#### **Article 7: Lake Chauncy Treatment (Recreation/Board of Health)**

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000), or such other amount as the Town Meeting may approve, for a copper sulfate treatment for algae in Lake Chauncy, including all costs incidental and related thereto, or take any other action thereon.

*Article Information – This article will pay for the treatment of Lake Chauncy to prevent algae blooms. Algae bloom have occurred in the lake over the last few years. This has typically happened in the fall and required signage around the lake as it is hazardous to people and animals that come in contact with it. Last year the bloom occurred while the beach was still open for the season and required that the beach be closed prior to the end of summer. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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#### **Article 8: 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:

##### **8A. Utility Truck Replacement (DPW)**

To see if the Town will vote to transfer from Free Cash the sum of Seventy Thousand Dollars (\$70,000), or such other amount as Town Meeting may approve, for the purpose of replacing and purchasing a utility truck including all costs incidental and related thereto, or

take any other action thereon.

*Article Information - This request seeks to replace a 2007 Ford Utility Truck w/plow (#5) in FY2021. The Governmental Accounting Standards Board recommended useful life for this piece of equipment is 10 years. At 13 years old, the vehicle that will be replaced will be beyond its recommended useful life. The 1-Ton fleet is the most heavily used within the DPW. This vehicle is used to support maintenance of all Town fields and parks, conduct snow plowing operations, and respond to emergencies. The equipment requires investment of manpower and repair parts to maintain. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

### **8B. Infrastructure Data Collection (DPW)**

To see if the Town will vote to transfer from Free Cash the sum of Ten Thousand Dollars (\$10,000), transfer from Sewer Retained Earnings the sum of Ten Thousand Dollars (\$10,000), transfer from Water Retained Earnings the sum of Ten Thousand Dollars (\$10,000), or such other amount as Town Meeting may approve, for the purpose of purchasing and implementing an infrastructure data collection system and associated equipment, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - The Town has committed to a geographic information system (GIS) that enables the gathering, managing, and analyzing of data. The system assists the DPW with monitoring roadway, water, and sewer infrastructure by supporting the identification of patterns and assessing situations via a map. For the GIS to be an effective tool for the Town, collection of data is required. This request would fund tablets and antennas to allow DPW to efficiently collect and geo-locate critical infrastructure and immediately upload the information to the GIS. The Department's current method of data collection is inefficient, requiring a GPS device with a trained operator and a lengthy data transfer process to make the data compatible with the GIS. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

### **8C. 10-Wheel Sander Replacement (DPW)**

To see if the Town will vote to transfer from Free Cash the sum of Seventy Thousand Dollars (\$70,000), transfer from Sewer Retained Earnings the sum of Seventy Thousand Dollars (\$70,000), transfer from Water Retained Earnings the sum of Seventy Thousand Dollars (\$70,000), or such other amount as Town Meeting may approve, for the purpose of replacing and purchasing a 10-Wheel Sander including all costs incidental and related thereto, or take any other action thereon.

*Article Information - This request seeks to replace is a 1988 10-Wheel Sander (#287) in FY2021. The Governmental Accounting Standards Board recommended useful life for this piece of equipment is 10 years. At 32 years old, the current vehicle is well beyond its recommended useful life. The proposed replacement vehicle is a 6-Wheel combination dump truck/sander, which is more versatile and allows the vehicle to be used for multiple*

*purposes. The purchased vehicle will be used to support roadway repairs, conduct snow plowing operations, and respond to emergencies. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

#### **8D. Backhoe Replacement (DPW)**

To see if the Town will vote to transfer from Free Cash the sum of Forty Two Thousand Dollars (\$42,000), transfer from Sewer Retained Earnings the sum of Fifty Two Thousand Dollars (\$52,000), transfer from Water Retained Earnings the sum of Fifty Two Thousand Dollars (\$52,000), or such other amount as Town Meeting may approve, for the purpose of replacing a backhoe including all costs incidental and related thereto, or take any other action thereon.

*Article Information - This request seeks to replace a 2005 CAT Backhoe (#231) in FY2021. The Governmental Accounting Standards Board recommended useful life for this piece of equipment is 10 years, and at 15 years old, the 2005 model is beyond its recommended useful life. The equipment requires a substantial investment of manpower and repair parts to maintain. Used on a daily basis, the backhoe provides support to emergency response (lifting/digging) situations, snowplowing operations, and routine roadway, water, and sewer maintenance. The DPW currently has two backhoes to support water, sewer, and roadway maintenance and repair. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

#### **8E. Generator Replacement at Sewer Pump Station (DPW)**

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Thirty Five Thousand Dollars (\$35,000), or such other amount as Town Meeting may approve, for the purpose of replacing a generator including all costs incidental and related thereto, or take any other action thereon.

*Article Information - This request seeks to replace a backup power generator for the Fisher Sewer Pump Station in FY2021. All 34 of the Town's sewer pump stations are electric powered. Each station has an alternate source of power should a power outage occur. The backup generator at the Fisher Pump Station is over 25 years old and requires replacement. Parts necessary to repair and maintain the existing generator are difficult to obtain, and staff are concerned that the generator may fail during a power outage which could result in sewer spillage into the environment and sewer backups in residential homes or commercial properties. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

#### **8F. Sewer Grinder Installation at Pump Station (DPW)**

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Fifty Thousand Dollars (\$50,000), or such other amount as Town Meeting may approve, for the

purpose of installing sewer grinders including all costs incidental and related thereto, or take any other action thereon.

*Article Information - This request seeks to fund grinder installation at the Old Flanders Pump Station in FY2021. Modern wastewater grinding systems installed directly at the pump station can effectively precondition solids, including non-dispersible, into smaller pieces so the wastewater and debris can pass through the pumps without clogging and/or causing pump failure. In addition to this FY2021 request, Capital funding will be sought for each of the years FY2022 through FY2025 for the installation of grinder pumps in various sewer pump stations throughout Town. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

#### **8G. Pump Station Assessment and Updates (DPW)**

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Sixty Five Thousand Dollars (\$65,000), or such other amount as Town Meeting may approve, for the purpose of funding a pump station assessment and updates, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - In addition to the daily operator maintenance required at Westborough's 34 sewer pump stations, these critical assets require periodic updates to electrical control mechanisms, piping, and pumps. This request seeks funding in FY2021 to enable the DPW to continue its program of assessing pump stations and completing updates where required in a fiscally responsible manner. These pump stations are a critical component to our sewer infrastructure. The motion for this article requires a simple majority vote.*

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

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

#### **8H. F350 Utility Truck with Plow (DPW)**

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Forty Thousand Dollars (\$40,000), transfer from Water Retained Earnings the sum of Forty Thousand Dollars (\$40,000), or such other amount as Town Meeting may approve, for the purpose of purchasing a utility truck with plow, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - Replacement is required for #142, 2008 F350 Dump Truck and #148, 2008 F350 Dump Truck in Capital Planning year FY2021 and FY2024. The Governmental Accounting Standards Board recommended useful life for these vehicles is 10 years. At 12 years old, they are beyond their recommended useful life. The 1-Ton fleet is the most heavily used within the DPW. These vehicles are used to support water infrastructure repairs, water service calls to residents, and snow clearing operations. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

## **8I. Renewable Energy Study (DPW)**

To see if the Town will vote to transfer from Sewer Retained Earnings the sum of Thirty Thousand Dollars (\$30,000) and further transfer from Water Retained Earnings the sum of Twenty Thousand Dollars (\$20,000), or such other amount as Town Meeting may approve, for the purpose of funding a renewable energy study, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - The Town has committed to the goal of achieving 100% renewable energy. This request seeks to fund a study to determine options available for the town to support its water and sewer infrastructure with renewable energy and analyze the potential long-term energy cost savings. The Town currently spends over \$500,000 annually for electricity to support its water and sewer infrastructure. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

## **8J. Command Vehicle Replacement (Fire Department)**

To see if the Town will vote to transfer from Free Cash the sum of Seventy Nine Thousand Dollars (\$79,000), or such other amount as Town Meeting may approve, for the purpose of replacing a command vehicle, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - The current Command Vehicle is a 2007 Chevy Suburban and is set up to deliver an incident commander to a call, utilize communications equipment, and facilitate accountability and firefighter safety. This vehicle has seen excessive wear and tear and increasing maintenance costs and now has corrosion coming through the body. This vehicle is the heart of the Department's operations and supports every major incident that occurs. Included with the cost of the vehicle are three mobile radios and a command center for the rear gate. The Fire / EMS study highlighted that the operational use of this vehicle is paramount to successful outcomes of critical incidents. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

## **8K. Ambulance Purchase (Fire Department)**

To see if the Town will vote to transfer from Free Cash the sum of Eighty Five Thousand Dollars (\$85,000) and further transfer from Ambulance Receipts Reserved the sum of Two Hundred Ten Thousand Dollars (\$210,000), or such other amount as Town Meeting may approve, for the purpose of purchasing an ambulance and associated equipment, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - Currently, the Fire Department operates an Advanced Life Support (ALS) ambulance service and maintains a fleet of three ambulances. The Department is on a rotating schedule to purchase a new front-line ambulance every three years. This request seeks to accelerate that timeline and purchase a new ambulance one year early, and then keep the oldest ambulance as a reserve, thereby increasing the fleet of ambulances from three to four. The request does not include funding for additional paramedic equipment*

*as the oldest of the four ambulances would be kept out of service unless and until it is needed to support the community when maintenance issues take one of the three front-line ambulances out of service. Also, this will allow the Department's mechanics to take ambulances out of service and provide preventative maintenance rather than hastily making repairs (possibly during off hours) during times of mechanical difficulty. The Department has also seen an increase in its call volume and a corresponding increase in the use of the ambulances. The motion for this article requires a simple majority vote.*

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

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

#### **8L. Self-Contained Breathing Apparatus Replacement (Fire 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 self-contained breathing apparatus equipment, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - Current Self-Contained Breathing Apparatus (SCBA) units were purchased in 1998 and are 21 years old and 6 editions out of NFPA compliance. The Fire Department received a grant in 2007 to provide some modifications to existing units. The Department has been spending nearly \$10,000 annually to maintain its current SCBA units due to components failing and these units showing signs of significant wear and tear.*

*Firefighters depend on well-performing SCBA to provide breathing air in environments that are immediately dangerous to life and safety. The technologies that are available in newer units will allow our firefighters to be tracked electronically, provide for higher burn threshold, and allow for enhanced communications. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

#### **8M. Purchase of Four Cruisers (Police Department)**

To see if the Town will vote to transfer from Free Cash the sum of Two Hundred Twenty Thousand Dollars (\$220,000), or such other amount as Town Meeting may approve, for the purpose of purchasing four cruisers and associated equipment, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - Police vehicles are often used 24 hours a day and 7 days a week. In order to properly manage the fleet a regular replacement schedule is needed to ensure the fleet does not become unreliable. A regular replacement schedule also improves officer safety and cuts down on maintenance costs. Having just one cruiser out of service puts a strain on the Department's operations. The intention of this proposal is to; (1) replace two of the oldest cruisers including related equipment; (2) add two vehicles to the fleet. We also anticipate increasing the fleet moving forward as we continue to move forward with the approved staffing plan. The prices are based on the Greater Boston Police Council bid contract. The motion for this article requires a simple majority vote.*

**AFC recommends the Town vote to approve \$65,000 this Article (9-0-0)**

**BOS recommends the Town vote to approve \$65,000 this Article (5-0-0)**

### **8N. Parking Lot and Curbing Repairs and Maintenance (School Department)**

To see if the Town will vote to transfer from Free Cash the sum of Seventy Thousand Dollars (\$70,000), or such other amount as Town Meeting may approve, for the purpose of funding parking lot and curbing repairs and maintenance, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - The School Department seeks \$70,000 in FY2021 to support additional maintenance and repair efforts of the High School parking lot and curbing. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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### **Article 9: Replacement of Two 1-Ton Dump Trucks (DPW)**

To see if the Town will vote to transfer from Free Cash the sum of Eleven Thousand Four Hundred Fifty Four Dollars (\$11,454), transfer from Sewer Retained Earnings the sum of Eleven Thousand Four Hundred Fifty Five (\$11,455) and further transfer from Water Retained Earnings the sum of Eleven Thousand Four Hundred Fifty Five (\$11,455), or such other amount as Town Meeting may approve, for the purpose of replacing two 2006 one-ton dump trucks, including all costs incidental and related thereto, or take any other action thereon.

*Article Information – In December 2019, the Town was awarded a Volkswagen Open Solicitation Grant to fund 80% of the purchase of two 1-ton dump trucks. The grant program was a result of a Volkswagen legal settlement and is intended to promote reduction of vehicle emissions by purchasing more fuel efficient vehicles. The grant contributes \$137,451.96, which is 80% of the purchase cost for the two trucks. The grant requires the recipient to fund the remaining 20% of the cost for the two trucks. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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### **Article 10: Tee Mower (Country Club Operating Committee)**

To see if the Town will vote to transfer from Free Cash the sum of Forty Two Thousand Dollars (\$42,000), or such other amount as Town Meeting may approve, for the purpose of replacing the tee mower, including all costs incidental and related thereto, or take any other action thereon.

*Article Information - The Country Club Operating Committee is seeking \$42,000 in FY2021 in order to replace their Tee Mower for dedicated use on the golf course tees which are mowed daily. It is a specialized mower and provides proper maintenance for the golf course operation. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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**Article 11: Request to Fund Internship Opportunities (Board of Selectmen)**

To see if the Town will vote to transfer from the FY2020 Board of Selectmen Salary and Wages Elected Budget line the sum of \$500 for the purpose of funding internship opportunities or take any other actions thereto.

*Article Information – This article would increase the funding for a future government services internship opportunity. This account was created at ATM 2019 Town Meeting and currently has a balance of \$500. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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**Article 12: Kindergarten Tuition-Free Funding (School Committee)**

To see if the Town will vote to transfer from Free Cash the sum of Eight Hundred Eight Thousand, Seven Hundred and Fifty One Dollars (\$808,751), or such other amount the Town Meeting may approve, for the purpose of funding the gap of moving from Tuition Kindergarten to Tuition-free Kindergarten, or take any other action thereon.

*Article Information - The Chapter 70 increase, as a result of calculating full day tuitions, is estimated at \$808,751 by the Massachusetts Department of Elementary and Secondary Education. Chapter 70 funding cash flow increase as a result of moving to full day tuition-free kindergarten will be realized in Fiscal Year 2022. Funding from this article will fill the gap year for Fiscal Year 2021. The motion for this article requires a simple majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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**Article 13: Land Acquisition – 30 Belknap Street (Board of Selectmen)**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow the sum of One Million Dollars (\$1,000,000), and authorize the Treasurer, with the approval of the Board of Selectmen, to borrow all or a portion of said sum under G.L. Chapter 44, Section 7 or any other enabling authority and to issue bonds or notes of the Town therefor, and any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, for the purpose of acquiring the property described herein and costs incidental or related thereto, and to authorize the Board of Selectmen acquire, by purchase, gift, and/or eminent domain, on such terms and conditions as the Board deems in the best interest of the Town and subject to existing agreements, easements and/or restrictions, a parcel of land located at 30 Belknap Street, Westborough, containing 31 acres, approximately shown as “Parcel A” on

a plan entitled ““Plan of Land’ 30 Belknap Street Westborough, MA”, dated January 7, 2020, on file with the Town Clerk, and being a portion of the premises described in a deed recorded with the Worcester South District Registry of Deeds in Book 12165, Page 356, for conservation, passive recreation, utility and/or parking purposes, and, further, to authorize the Board of Selectmen to execute any and all documents and take all other action necessary or convenient to accomplish the foregoing, or to take any other action thereon.

*Article Information – This Article seeks to provide authorization for the Board of Selectmen to acquire property located at 30 Belknap Street for conservation and passive recreation purposes and for utility purposes. This article will authorize the Town to appropriate money from existing reserves including Sale of Real Estate, Open Space and Walkup Robinson. The motion for this article requires a 2/3 majority vote.*

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

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

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#### **Article 14: Land Acquisition and Parking Lot Construction – 9 Grove Street (Board of Selectmen)**

To see if the Town will vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain and on such terms and conditions as the Board deems in the best interest of the Town, property located at 9 Grove Street and described in Certificate of Title No. 10313 filed with the Worcester South District Registry of Deeds, for general municipal purposes, including, without limitation, for parking purposes, and, further, to transfer from the Sale of Real Estate account the sum of Six Hundred Thousand Dollars (\$600,000), or such other amount as Town Meeting may approve, to purchase land, construct a parking lot thereon, and costs incidental or related thereto, or take any other action thereon.

*Article Information – This Article seeks to provide authorization for the Board of Selectmen to acquire property located at 9 Grove Street, adjacent to the Fire Department, to construct a parking lot. The motion for this article requires a 2/3 majority vote.*

**AFC recommends to pass over this Article (9-0-0)**

**BOS recommends to pass over this Article (5-0-0)**

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#### **Article 15: Land Acquisition – Off Oak Street (Board of Selectmen)**

To see if the Town will vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain and on such terms and conditions as the Board deems in the best interest of the Town, the parcel of land located off Oak Street, shown as “Parcel ‘C-5’ Area – 0.31 Acres” on a plan recorded with the Worcester South District Registry of Deeds in Plan Book 893, Page 24, for general municipal purposes, and, further to transfer Five Thousand Dollars (\$5,000) from the Sale of Real Estate account for the acquisition of said land and costs incidental or related thereto, or take any other action thereon.

*Article Information – This Article seeks to provide authorization for the Board of Selectmen to acquire property located off Oak Street, adjacent to the Department of Public Works. This parcel is owned by the Department of Capital Asset Management and Maintenance and was intended to be conveyed to the Town during the disposition of the Lyman Street School. The Town already*

*has improvements on the land including DPW equipment and a portion of the police shooting range. The motion for this article requires a 2/3 majority vote.*

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

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

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#### **Article 16: Town Water System Improvements (DPW)**

To see if the Town will vote to borrow the sum of One Million Eight Hundred Eighty Thousand Dollars (\$1,880,000), or such other amount as the Town Meeting may approve, for the design, construction, installation, upgrading and/or replacement of water mains and all associated work for various roads, and costs incidental or related thereto, and to authorize the Town Treasurer, with the approval of the Board of Selectmen, 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 any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, and further to authorize the Board of Selectmen 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 – This article allows the continuation of work to maintain and improve the Town’s water infrastructure. It addresses removal of aged pipes, pipe-looping, redundancy, reliability, and improved fire flow. Flanders Road and Sampson Drive are the intended area for the next major project however, funds may be used to address any areas that become problematic. The design of the project and preparation of the bidding documents was funded during the October 2019 Special Town Meeting. Determination of the infrastructure to be replaced is informed by the Town’s Water System Study Update, which was completed in January 2020 by an engineering consultant. The motion for this article requires a 2/3 majority vote to borrow.*

**AFC recommends the Town to pass over this Article (9-0-0)**

**BOS recommends the Town to pass over this Article (5-0-0)**

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#### **Article 17: Town Water Management Improvements (DPW)**

To see if the Town will vote to transfer from Water Retained Earnings the sum of Two Hundred Thousand Four Hundred Twenty Dollars (\$200,420), or such other amount as the Town Meeting may approve, for consulting services to assist the DPW in evaluating, designing, upgrading, and installing improvements to the Town’s water metering system, or take any other action thereon.

*Article Information – This article addresses the Town’s unaccounted for water loss, which is double the Massachusetts Department of Environmental Protection’s recommended limit. The Town, with support from a consultant, will identify potential modifications to sizing for commercial water meters, develop a commercial meter right-sizing implementation plan, and prepare a Request for Proposals for the potential procurement of more efficient and accurate meter reading infrastructure. These are actions included as recommendations from the Town’s most recent water audit and in the DEP’s most recent Public Water System Sanitary Survey. The motion for this article requires a simple majority vote.*

**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

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**Article 18: Town Sewer System Improvements (DPW)**

To see if the Town will transfer from Sewer Retained Earnings the sum of One Hundred Seventy Five Thousand Dollars (\$175,000.00), or such other amount as the Town Meeting may approve, to study, analyze and design, and conduct upgrades and improvements to the municipal sewer system and costs incidental or related thereto, or take any other action thereon.

*Article Information - This is Phase II of the Interceptor Rehabilitation Project. Phase I work was completed December 2019. Said work shall include, but not be limited to, metering, television inspection, modeling, analyzing the municipal sewer system and provide engineering design services for preparation of plans and specifications for bidding purposes. This project was the top recommendation from the 2015 Sewer System Evaluation Survey, completed for Westborough by an engineering consultant. The motion for this article requires a simple majority vote.*

**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

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**Article 19: Amend Appropriation of CSX Mitigation Receipts Reserved Account (DPW)**

To see if the Town will vote to amend the action taken under Article 16 of the March 14, 2015 Annual Town Meeting and to amend the appropriation for the CSX Mitigation Receipts Reserve Account to use Fifty Three Thousand Nine Hundred Fifty Seven and 38/100 Dollars (\$53,957.38), or such other amount as the Town Meeting may approve, to facilitate hazardous material and stormwater management training as well as fund drainage infrastructure assessments, improvements and maintenance required throughout the Town as a result of the railroad, including all costs incidental and related thereto, or take any other action thereon.

*Article Information – As part of the CSX Site Plan Approval, the Town negotiated with CSX to provide mitigation for their use and included providing assistance to the DPW. This article addresses training and operational requirements that result from the railroad and trans-loading station in Town. The motion for this article requires a simple majority vote.*

**AFC recommends the Town vote to approve \$36,260 for this Article (9-0-0)**  
**BOS recommends the Town vote to approve \$36,260 for this Article (5-0-0)**

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**Article 20: Acceptance of MGL Ch. 40, Section 5B, Paragraph 4 (Board of Selectmen)**

To see if the Town will vote to accept Massachusetts General Law, Chapter 40, Section 5B, 4<sup>th</sup> paragraph, or take any other action thereon.

*Article Information - This statute allows municipalities to dedicate a particular fee, charge or other receipt to any stabilization fund established pursuant to this section. The motion for this article requires a simple majority vote.*

**AFC recommends the Town vote to approve this Article (9-0-0)**  
**BOS recommends the Town vote to approve this Article (5-0-0)**

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**Article 21: Stabilization Fund – Development Mitigation (Planning Board)**

To see if the Town will vote to establish a stabilization fund for the purpose of receiving funds paid to the Town to mitigate the impact of developments in Westborough, and further to dedicate all such monies received in mitigation payments to such stabilization fund, or take any other action thereon.

*Article Information – This article would direct all future mitigation money negotiated by the Town to mitigate development impacts to this stabilization fund. Without a stabilization fund, the money would be deposited into the Town’s general fund and would close out to Free Cash at the end of the fiscal year. A stabilization fund will allow the Town to hold aside the mitigation money for the intended purpose. Any appropriations from this fund must be approved by Town Meeting. The motion for this article requires a 2/3 majority vote.*

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

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

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**Article 22: Stabilization Fund – Del Webb Chauncy Lake (Board of Selectmen)**

To see if the Town will vote to establish a stabilization fund for the purpose of mitigating impacts of the Del Webb Chauncy Lake development by supporting affordable housing initiatives and/or seniors through capital projects and other programs, and further to dedicate all monies received for this purpose to such stabilization fund, or take any other action thereon.

*Article Information – Del Webb Chauncy Lake was approved with the requirement to build 70 age restricted affordable housing units. The Department of Housing and Community Development would not recognize the affordable units as counting toward the Town’s Subsidized Housing Inventory (SHI) due to age restrictions required by local zoning. The Zoning Board of Appeals approved a variance that granted relief from the affordable housing requirement entirely but required \$9 Million in mitigation money be paid to the Town on a payment schedule. This payment shall be made in 14 equal installments due at the initial certificate of occupancy for each of the development’s 14 buildings. The mitigation payments shall all be made no later than December 31, 2028. This article creates a fund for the money received and directs all payments be deposited into that fund. Monies received prior to July 1, 2020 will be deposited in the general fund and will be appropriated from Free Cash at the October Town Meeting. Any appropriations from this fund must be approved by Town Meeting. The motion for this article requires a 2/3 majority vote.*

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

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

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### **Article 23: Amend General Bylaws – Increase Revolving Funds**

To see if the Town will vote to amend Article 15 of the General Bylaws by increasing the maximum expenditure in certain Revolving Funds as shown below, or take any other action thereon.

<b><u>Revolving Fund</u></b>	<b><u>Purpose</u></b>	<b><u>Funds to be Deposited From</u></b>	<b><u>Authorized to Expend Funds</u></b>	<b><u>Maximum Expenditure</u></b>
Fire Department	EMS Training	Program Fees	Fire Chief	\$4,000 \$8,000
Youth and Family Services	To Provide Youth Activities such as Hot Summer Nights and Babysitter training	Program Fees	Youth Commission	\$15,000
Local Emergency Planning Committee	To address hazardous materials spills and provide the Fire Department the means to bill insurance companies and refurbish supplies used in HazMat spills	Insurance and other Proceeds for Services	Local Emergency Planning Committee	\$100,000
Council on Aging	To Provide Programs for Seniors	Program Fees	Council on Aging	\$15,000 \$30,000
Recreation	To Provide Recreation Programs	Program Fees	Recreation Commission	\$400,000 \$500,000
Economic Development Small Business Grant	To Provide grant assistance for small businesses	Billboard Fees	Economic Development Committee	\$25,000 \$40,000

*Article Information – Several years ago State Law began requiring Revolving Funds to be included in the Town’s By-Laws. Several of the above revolving funds are coming close to their annual expenditure limits. From time to time, Town Meeting may vote to increase the spending caps on several of these funds. This article has no impact on taxes and all revenue is derived from user fees. The motion for this article requires a simple majority vote.*

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

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

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**Article 24: Acceptance of MGL Ch. 59, Section 5K - Senior Tax Work Off Amendment  
(Board of Assessors)**

To see if the Town will vote to amend the real property tax exemption allowed pursuant to the provisions of Massachusetts General Law, Chapter 59, Section 5K, as previously accepted by the Town, for a program allowing persons over the age of 60 to volunteer to provide services to the Town in exchange for which the Town shall reduce the real property tax obligations of such persons, by allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than \$1,500, or take any other action thereon.

*Article Information - This statute allows Towns to provide a Senior Tax Work Off program that can either be based on a maximum benefit of \$1,500 or 125 hours per year. The Town had previously adopted the \$1,500 maximum as the law allowed in Fiscal 2017. With minimum wage increasing, the Town has a choice to remain with the maximum benefit and reduce the number of hours worked as the minimum wage increases OR adopt a maximum of 125 hours which would increase the benefit as minimum wage increases. The minimum wage will increase to \$15.00 on January 1, 2023 which would make the maximum benefit \$1,875. The Town pays for this program out of the overlay account. The motion for this article requires a simple majority vote.*

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

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

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**Article 25: Acceptance of MGL Ch. 59, Section 5N - Veterans Tax Work Off Amendment  
(Board of Assessors)**

To see if the Town will vote to amend the real property tax exemption allowed pursuant to the provisions of Massachusetts General Law, Chapter 59, Section 5N as previously accepted by the Town, for a program allowing veterans to provide services to the Town in exchange for which the Town shall reduce the real property tax obligations of such persons, by allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than \$1,500, or take any other action thereon.

*Article Information - This statute allows Towns to amend the Veterans Tax Work Off program that can either be based on a maximum benefit of \$1500 or 125 hours per year. This is similar to the article above, but instead of applying to seniors, it applies to veterans. The motion for this article requires a simple majority vote.*

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

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

## **Article 26: Amend Zoning Bylaw: Section 2300 USE REGULATION SCHEDULE (Planning Board)**

To see if the Town will vote to amend its Zoning Bylaws by amending Section 2300 USE REGULATION SCHEDULE by deleting the entire Section 2300 and replacing it with the following corrected new Section 2300, or take any other action thereon:

### **2300. Use Regulation Schedule**

AE Added 3/12/1996, Article 66; DPOD added 3/13/2004, Article 38; IC Added 10/18/2004, Article 10; G2 Added 5/14/2005, Article 41; ID Added 5/15/2010, Article 30; MUD Added 5/15/2010, Article 32; Amended 10/21/2013, Article 26

<u>RESIDENTIAL USES (1,8)</u>	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	M	M-1	AE	All Others	DPOD	MUD	
Single Family dwelling:	N	Y	Y	SP	Y	Y	N	N	Y	N	N	N	SP	Y	SP	N(7)	
Two-family dwelling:	N	S	Y	SP	SP	Y	N	N	Y	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	SP	N	SP	N(7)	
Boardinghouse:	N	S	S	SP	SP	S	N	S	SP	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	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	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	
Campground, mobile home park:	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	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	SP	SP	SP	SP	Added 5/15/2010, Article 31

<u>OPEN USES</u>	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	SP	N	N	N	
Nursery, greenhouses (commercial):	S	N	Y	Y	SP	Y	N	Y	Y	Y	N	N	SP	N	SP	N	
Recreational Camps	S	N	N	SP	SP	Y	N	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	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	
Outdoor recreation other than the above operated by a governmental agency:	S	Y	Y	Y	Y	Y	N	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	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

<u>INSTITUTIONAL USES</u>	C	R	AA AB	BA	G2	BB	IA	IB	IC	ID	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	
Other educational uses: (3)	S	N	N	Y	Y	S	N	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	
Hospital, sanitarium, convalescent, nursing or rest home, congregate housing:	N	S	Y	SP	SP	S	N	S	Y	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	Y	Y	SP	N	SP	SP	

<u>COMMERCIAL USES</u>	<u>C</u>	<u>R</u>	<u>AA AB</u>	<u>BA</u>	<u>G2</u>	<u>BB</u>	<u>IA</u>	<u>IB</u>	<u>IC</u>	<u>ID</u>	<u>M</u>	<u>M-1</u>	<u>AE</u>	<u>Others</u>	<u>DPOD</u>	<u>MUD</u>	
Motor vehicle service station (See Section 1300):	N	N	N	S (1)	N	S (1)	N	S (1)	S	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	N	N	SP	N	N	N	
Indoor Recreation:	N	N	N	Y	SP	Y	N	Y	SP	Y	N	N	SP	N	SP	SP	
Banks, office space:	N	N	N	Y	SP(4)	Y	Y	Y	SP	Y	N	N	SP	N	SP	SP	
Restaurants, Brew Pubs:	N	N	N	Y(2)	N	Y(2)	N	Y(2)	SP	Y(2)	N	N	SP	N	SP	SP	
Hotel, motel, motor court:	N	N	N	SP	SP	Y	N	Y	SP	Y	N	N	SP	N	SP	SP	
Other retail sales & services:	N	N	N	Y	SP(5)	Y	N	Y	SP	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	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	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	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, politic 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

<u>INDUSTRIAL, UTILITY USES</u>	<u>C</u>	<u>R</u>	<u>AA AB</u>	<u>BA</u>	<u>G2</u>	<u>BB</u>	<u>IA</u>	<u>IB</u>	<u>IC</u>	<u>ID</u>	<u>M</u>	<u>M-1</u>	<u>AE</u>	<u>Others</u>	<u>DPOD</u>	<u>MUD</u>	
Airport, heliport:	N	N	N	N	N	N	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	N	N	Y	N	N	N	
With none of above:	S	S	S	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	N	N	S	S	SP	SP	
Research laboratory:	N	N	S	Y	N	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	N	N	N	N	N	N	
Manufacturing, Processing and Warehouse:	N	N	N	SP	N	N	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	SP	N	N	N	Added 3/12/1996, Article 66
Brewery, Distillery	N	N	N	N	N	N	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	N	N	Y	N	SP	SP	

<u>OTHER PRINCIPAL USES</u>	<u>C</u>	<u>R</u>	<u>AA AB</u>	<u>BA</u>	<u>G2</u>	<u>BB</u>	<u>IA</u>	<u>IB</u>	<u>IC</u>	<u>ID</u>	<u>M</u>	<u>M-1</u>	<u>AE</u>	<u>Others</u>	<u>DPOD</u>	<u>MUD</u>	
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	

<u>ACCESSORY USES</u>	<u>C</u>	<u>R</u>	<u>AA AB</u>	<u>BA</u>	<u>G2</u>	<u>BB</u>	<u>IA</u>	<u>IB</u>	<u>IC</u>	<u>ID</u>	<u>M</u>	<u>M-1</u>	<u>AE</u>	<u>Others</u>	<u>DPOD</u>	<u>MUD</u>	
Home occupations (See Sec. 4410):	N	Y	Y	Y	S	Y	S	Y	Y	Y	N	N	Y	Y	SP	SP	
Customary uses & structures (See. 4400):																	
Agriculture, Horticulture or Floriculture.																	
Large-Scale Ground-Mounted Solar Photovoltaic Installations	N	N	N	N	N	N	Y	Y	Y	Y	Y	Y	N	N	N	N	(Added 10/15/2012, Article 16)
Marijuana Establishment, Medical Marijuana Treatment and Dispensing Facilities & Marijuana Cultivation	N	N	N	N	N	N	N	N	N	N	N	N	SP(3)	N	N	N	(Added 3/16/2013, Article 16)

(1) Special Permits to be issued by Selectmen Planning Board 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.

*Article Information: The purpose of this Article is to provide clarification regarding Multiple Uses in various Zoning Districts where they are currently allowed. There are no changes to existing uses and no new use categories are created. Also, this Article addresses Research Laboratory Uses in Zoning Districts where they were not previously regulated. The motion for this article requires a 2/3 majority vote.*

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

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

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### **Article 27: Citizen's Petition**

To see if the Town will vote to

Purpose:

Any elected positions for the town that has no compensation or benefit what so ever, should be considered as a voluntary position. The hours donated to the position should be treated as credit toward community service. If voted in, the community service should be retroactive to January 1<sup>st</sup>, 2019.

The community service should be credited toward the tax abatement as currently specified by the tax collector's office.

Benefit:

The town has problems completely populating committees and other voluntary positions. This would be an incentive to help fill these positions.

Reason:

Any elected position that provides no compensation, no benefits or political power must be considered a voluntary position. The definition of a "voluntary" position is a position that yields no compensation in any form.

Or take any other action thereon.

**The AFC will make a recommendation at Town Meeting**

**The BOS will make a recommendation at Town Meeting.**