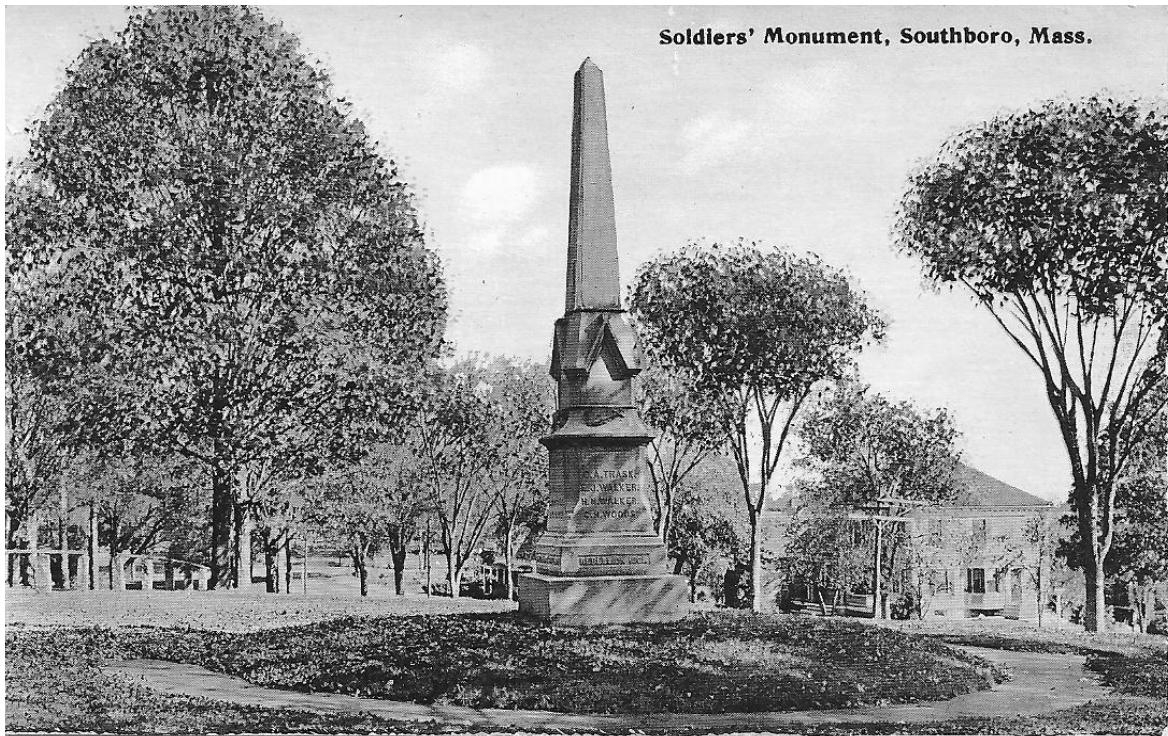


TOWN CLERK



The Civil War Soldiers' Monument – Where is it?

[On the Town Common right below the Town House]

***Annual Town Meeting
Monday, April 11, 2011***

At the Annual Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, on Monday, April 11, 2011 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (100 Voters = quorum); 413 voters were present.

Checkers:	Brenda Gaffney	Lidia A. Kiley
	Linda C. Hubley	Janet M.E. Mattioli
	Doriann Jasinski	Delia Mulvaney

The following Tellers were appointed by Moderator David A. Coombs and sworn-in by Town Clerk, Paul J. Berry:

Tellers:	Carl S. Anderson, Jr.	15 Gilmore Road
	Dana E. Cunningham	10 Parkerville Road
	Alfred C. Hamilton	35 Pine Hill Road
	Barbara A. Murphy	202 Cordaville Road
	Charles R. O'Connell	191 Main Street
	Paul O. Smith	55 School Street

The Town Moderator, David A. Coombs, called the meeting to order at 7:21 p.m.

The Colors were presented by the Girl Scouts from 3 troops:

Troop 72771 – Bridget Brady

Troop 72807 – Katherine Hansen, Margaret Anne Shoemaker

Troop 72773 - Emily Cimino, Nicole Dobberpuhl, Caroline Elfland, Riya Shankar, Catherine Stevens

Troop Leaders - Tina Dobberpuhl, Anne Elfland, Sharon Shoemaker

A moment of silence was held in memory of those persons who have served the Town in the past:

Louis Bartolini - Selectman, Finance Committee and Conservation Commission

Joseph Bennett – Reserve Police Officer

Charles Brewer - Housing Authority and Firefighter

Patricia Capone - Planning Board

Paul Dash - Cable Television Committee

Jean Davis - Neary School Librarian, Charter Member and Historical Society

James Denman - Assabet Valley School Committee, Election Worker and Planning Board

Daisy Desimone - Election Worker

Benita M. Hubley - Head Dietician and Election Worker

Patricia Landry - Special Needs Aide

Helen M. Lewis - Election Worker

Ida McHugh - Selectmen's Secretary

Myles O'Reilly - Planning Committee for Colonial Gardens and Capital Budget Planning Committee

Frederick Quinn - Teacher

Gail Rowe - Election Worker

Denson Satterfield - Selectman, Conservation Commission and Reserve Police Officer

Robert Spayne - Building Committee and Election Worker

Judith Williams-Thornton - Library Director

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The cafeteria was set up for the non-registered (non-voting) public to view Town Meeting from a television with live cable viewing of the Town Meeting.

Annual Town Meeting (continued)

The Town Moderator noted the receipt of the return of the posting of the Warrant for the Annual Town Meeting by the Constable.

The Town Moderator had requests from the following non-voters to attend the Annual Town Meeting. There being no objections from the floor, it was voted to allow the following non-voters to remain:

Brian Ballantine, Finance Director
Jane Cain, Library Director
Paul Cibelli, Town Assessor
Jamie Clark, Videographer
Patrick Collins, Assabet Valley High School
Eric Denoncourt, Town Planner
Yvonne Endara, Algonquin Regional High School
Karen Galligan, DPW Superintendent
Charles Gobron, Superintendent of Schools
David Gusmini, Building Inspector
Vanessa D. Hale, Assistant Town Administrator
Kim Ivers, Children's Librarian
Michelle Jenkins, Assistant Town Clerk
Jean Kitchen, Town Administrator
Patrice Kline, SEIU
Cindi Krawczyk, Administrative Assistant to Facilities Mgr.
Pam LeFrancois, Senior Center Director
Cheryl Levesque, Director of Business, Southborough Schools
Steven Levy, State Representative
Shirley Lundberg, Chair, Regional School Committee
John D. Mauro, Jr., Fire Chief
Carla McAuliffe, Town Accountant
Thomas Mead, Principal, Algonquin Regional High School
Jane T. Moran, Police Chief
John Parent, Department of Public Works
Brad Petrishen, Reporter, MetroWest Daily News
Paul Pisinski, Board of Health Agent
Beth Rosenblum, Conservation Commission
Art Simas, Reporter and Community Advocate
Laurie Sugarman-Whittier, Youth & Family Services Director
Jeanne Survell, Administrative Assistant to Bldg. Inspector
Jean Tower, Director of Technology, Southborough Schools
Adam Wolfset, Boy Scout
John Woodsmall, Town Engineer
Photographer, MetroWest Daily News

MOTION MADE: To waive the reading of the Warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 1: To hear reports of the various Town Officers and Committees and to take such action thereon as the Town may vote.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *To hear reports of Town Boards, Committees or Commissions.*

Annual Town Meeting (continued)

MOTION MADE: That the Town hears reports of the various Town Officers and Committees and to take such action thereon as the Town may vote.

MOTION PASSED UNANIMOUSLY.

The following Town Officers and/or Committee members gave a report:

- Dr. Louis Fazen, III, for the Dr. Stone award
- Donald Morris, Planning Board
- Andrew Mills, Community Preservation Committee
- Dana Cunningham, Zoning Advisory Committee
- Steve Theran, Assabet School Building Committee
- Claire Reynolds, Advisory Committee
- William Boland, Board of Selectmen

ARTICLE 2: To see if the Town will vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School, New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *To allow the Board of Selectmen to accept donations from Tax Exempt organizations and determine the disposition of funds.*

MOTION MADE: That the Town vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School, New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted.

MOTION PASSED UNANIMOUSLY.

ARTICLE 3: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2011 in accordance with the provisions of Massachusetts General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17 as amended, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *This article allows the Town Treasurer to short term borrow in anticipation of revenue.*

MOTION MADE: That the Town vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2011 in accordance with the provisions of Massachusetts General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17 as amended.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

ARTICLE 4: To hear the report of the Capital Budget Planning Committee, or do or act anything in relation thereto.

Proposed by: CAPITAL BUDGET PLANNING COMMITTEE

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *The Capital Budget Planning Committee will present their report.*

MOTION MADE: That the Town hear the report of the Capital Budget Planning Committee.

MOTION PASSED UNANIMOUSLY.

ARTICLE 5: To see if the Town will vote to delete the Personnel Salary Administration Plan, as specified in Chapter 31 of the Code of the Town of Southborough, entitled: PERSONNEL, and insert in its place the following:

**SALARY ADMINISTRATION PLAN AND PERSONNEL BY-LAWS
OF THE TOWN OF SOUTHBOROUGH**

This by-law establishes a Salary Administration Plan for the Town of Southborough that (i) groups position classifications in Town services, (ii) establishes salary schedules and employee benefits and (iii) establishes and authorizes the Personnel Board to administer the by-law and to represent the interest of both the taxpayers and the Town employees.

This Salary Administration Plan applies to the positions of all officers and employees in the service of the Town, whether full-time, part-time, temporary, seasonal, special or any other, except those positions filled by popular election, under the direction and control of the School Committee, or encompassed in any officially recognized labor union and/or association. The positions covered by this Salary Administration Plan are hereby classified by titles in the groups listed in Schedule A ("Classification Schedule") as set forth in Section 20 of this by-law.

The classification of positions subject to the Massachusetts Welfare Compensation Plan (as amended) and the scheduled rates therefore, as well as the applicable provisions of the Massachusetts General Laws relating to the application of rates set forth in the aforementioned Welfare Compensation Plan are hereby incorporated by reference.

SECTION 1. DEFINITIONS

As used in this by-law, the following words and phrases shall have the following meanings:

"Administrative Authority" means the elected or appointed official or board having jurisdiction over a function or activity.

"Anniversary Date" means the date 180 days after (i) the first day of employment or (ii) the date of any promotion, whichever is later.

"Base Pay" means the compensation paid by the Town of Southborough for the purposes of determining retirement credits and contributions for Town employees.

The Town shall contribute funds as required for each eligible employee in accordance with the procedures and formula established by the Worcester Regional Retirement System and the by-laws of the Town of Southborough. Contributions shall include (i) wages earned during the first eight hours worked in any one day (no contributions shall be made for hours worked in excess of 40 per week, (ii) any lump sum bonus that is guaranteed by the Salary Administration Plan, the By-Laws of the Town, or any collective bargaining agreement in force (e.g., longevity pay); (iii) vacation pay, except when paid in lieu of taking vacation; (iv) sick pay; and (v) holiday pay.

Annual Town Meeting (continued)

“Class” means a group of positions in the Town service sufficiently similar with respect to duties and responsibilities such that for each position the same (i) descriptive title may be used, (ii) qualifications shall be required, (iii) tests of fitness may be used to choose qualified employees and (iv) scale of compensation can be equitably applied.

“Classification Schedule” means any of Schedules A, B, C, D, E and F of Section 20 hereof.

“Compensation Grade” means a range of salary/wage rates as may appear in the Classification Schedules.

“Continuous Full-Time Service” means employment requiring a predetermined minimum work period that is uninterrupted except for authorized leaves (e.g., vacation, sick, etc.).

“Continuous Employment” means full-time or part-time employment that is uninterrupted except for authorized leaves (e.g., vacation, sick, etc.).

“Department” means a functional unit of Town government.

“Department Head” means the person appointed and responsible to carry out the duties of a Department.

“Full-Time Employment” means employment for not less than 20 hours per week for fifty-two weeks per annum, excepting authorized holidays and leave periods.

“Group” means a group of classes as may appear in the Classification Schedules.

“Maximum Rate” means the highest compensation rate to which an Employee is entitled.

“Minimum Rate” means the lowest rate in a Range, and is normally the hiring rate of a new employee.

“Part-Time Employment” means employment for less than Full-Time Employment.

“Position” means an office or post of employment in the Town service with duties and responsibilities calling for the Full-Time or Part-Time Employment of one person in the performance and exercise thereof (or of more than one person sharing the same position).

“Position Class” means the same as “Class” (note that a class may include only one position, in which event it is defined as a “single position class”).

“Promotion” means a change from one position to another position in a higher class and/or compensation grade.

“Range” means the difference between minimum and maximum rates of an assigned grade.

“Rate” means the measure of compensation for personal services on an hourly, weekly, monthly, annual or other basis.

“Salary Administration Plan” means this Salary Administration Plan and Personnel By-Laws of the Town of Southborough.

“Single Rate” means a rate for a specific position class that is not in a designated range.

“Step Rate” means a rate in a Range of compensation grade.

Annual Town Meeting (continued)

SECTION 2. POSITION TITLES

No person shall be appointed, employed or paid in any Position under any title other than those of the Classification Schedule for which the duties are actually performed. The Position title in the Classification Schedule shall be the official title for all purposes, including payrolls, budgeting and official reports.

SECTION 3. NEW OR CHANGED POSITIONS

No new position shall be established, nor the duties of an existing position so changed that a new level or work demand exists, unless upon presentation of substantiating data satisfactory to the Personnel Board, the Board shall rate such new or changed position, and allocate it to its appropriate classification grade and establish the rate change therefore.

SECTION 4. RECLASSIFICATION OF EMPLOYEES

No position may be reclassified to another grade, whether higher or lower, unless the Personnel Board shall have determined such reclassification is consistent with this Salary Administration Plan.

SECTION 5. JOB DESCRIPTIONS AND INTERPRETATIONS

The Personnel Board shall maintain written job descriptions of the position classes in the Classification Schedule, each consisting of a statement describing the essential nature of the work required of such classes. Each Department Head shall be required to retain current job descriptions and to submit any revisions to the Personnel Board (following any review by the Board of Selectmen or their designated appointee or the appropriate Commissioners or Trustees). The description for any class shall not be deemed to limit the duties or responsibilities of any position, nor to affect in any way the power of any administrative authority to appoint, to assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

SECTION 6. COMPENSATION

a. The bi-weekly pay period shall begin at 12:01 a.m. Thursday and shall end at 12:00 a.m. a week the following Wednesday.

b. Non-exempt employees subject to this Salary Administration Plan shall be paid for one and one-half hours worked for any hour worked in the excess of forty in their normal pay period, provided such extra hours were authorized by the Department Head.

c. The salary schedules set forth in Schedules A, B, C, D, E and F of Section 20 hereof reflect the maximum and minimum salaries for each grade.

d. Amounts paid to employees in reimbursement for expenses incurred in the performance of their duties (e.g., mileage, meals, dues, etc.) shall be paid in addition to their compensation. Reimbursement shall be based upon the actual documented expenditure made by the employee, or at rates established by the Internal Revenue Service, supported by that agency's requirements for documentation.

SECTION 7. ADJUSTMENT POLICIES

a. Every employee that is in Continuous Full-Time Service of the Town, as computed from the date of their latest employment, shall be eligible annually for consideration of a merit increase advance to the next higher step rate, one year from the date of his/her latest increase. Except as may be authorized by the Personnel Board in exceptional circumstances, such increase is not to exceed one step rate in any single twelve-month period until the maximum of the grade is obtained, and such one-step increase shall be

Annual Town Meeting (continued)

subject to the approval of the Department Head, the Board of Selectmen or their designated appointee, or the appropriate Commissioners or Trustees. Upon receiving such approvals, the Personnel Board shall have final review and approval of all adjustments, in advance. An evaluation of the employee's performance, in format approved by the Personnel Board, must accompany a letter requesting a merit increase. An employee may appear before the Personnel Board prior to its action on any request for a merit increase. Any employee denied such an increase may appeal, in writing, to the Personnel Board, which shall confer with the employee, the Department Head and the Board of Selectmen or their designated appointee, or the appropriate Commissioners or Trustees, and shall decide the matter.

b. Regular Part-Time employees in Schedule C shall be eligible for consideration for merit increases within their grade one year from the date of their last increase.

c. Special and other Part-Time personnel for whose positions there is a single rate established in Schedule D shall not be eligible for adjustment.

SECTION 8. TRANSFERS AND PROMOTIONS

a. An employee who is promoted to a job with a higher range or rate of pay shall enter it at the rate recommended by the Department Head with the approval of the Personnel Board. The employee may also receive at the time a one step rate increase, provided the maximum for the job is not exceeded, if the Department Head recommends that qualifications and performance warrant it and the Personnel Board approves. If the Department Head recommends that there should be a trial period before the promotional one step rate increase, then the Personnel Board may approve such a deferred promotional increase at the conclusion of the trial period (which shall not exceed three months).

b. An employee transferred to a job with a lower range or rate of pay shall enter it at the rate paid for the previous position or at the maximum rate for the job, whichever is the lower, provided the Personnel Board approves. The employee shall have a right to appeal this decision, in writing, to the Personnel Board, which shall confer with the employee, the Department Head and the Board of Selectmen or their designated appointee, or the appropriate Commissioners or Trustees, and shall decide the matter.

SECTION 9. NEW PERSONNEL

a. Pre-employment physical examinations will be required of newly-hired employees consistent with the Town's policies.

b. A new employee's hiring rate shall be the minimum of the rate range of the job, unless otherwise authorized by the Personnel Board. Department Heads shall notify the Personnel Board of the hiring of all personnel and their hiring rates.

c. For new hires for which there is a rate range and step rates, the first six months of employment shall be a probationary period at the end of which the employee may advance one step rate, provided that the Department Head recommends and the Personnel Board approves. The employee shall thereafter be reviewed for a step rate increase one year from the date of the employee's latest increase. This probationary step rate increase shall apply only at the start of employment and shall not apply in case of transfer or promotion from one job to another. During any such probationary period the employee nevertheless will earn vacation, sick and personal time in accordance with Section 11(b) hereof.

SECTION 10. DEPARTMENT BUDGETS

Each Department Head shall include in the annual budget a pay adjustment section to provide funds for anticipated pay adjustments, with expenditures to be made there from only in accordance with this Salary Administration Plan and with the approval of the Personnel Board.

Annual Town Meeting (continued)

SECTION 11. EMPLOYEE BENEFITS

Employee benefits are a cost to the Town and a form of “indirect pay” to employees. The benefits listed below are not intended to supersede what State or Federal law may otherwise require.

a. Holidays with Pay

Each eligible Employee shall receive one day's pay at their regular rate for the following:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Presidents' Day	Veteran's Day
Patriot's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving Day
Independence Day	Christmas Day
	Day before <u>or</u> after Christmas Day (as set by the Town from year to year)

To be eligible for holiday pay, an Employee must work (or be duly excused from working) their regular scheduled days preceding and following the holiday. Employees who do not work 20 hours or more per week on a regular basis shall not be compensated for holidays.

Employees whose regular day off falls on a holiday may have one day off with pay the following week in lieu of holiday pay, with the specific choice of day subject to Department Head approval.

All administrative policies and practices relative to holidays with pay shall be prepared and established under the direction of the Personnel Board.

b. Vacations with Pay

(1) Regular Full-Time Employees who have been in the continuous employ of the Town shall earn paid vacation in accordance with the following schedule:

Years of Employment	Hours Earned per month
0-5	6.666
6-10	10.0
11-15	13.333
16 or more	16.666

(2) At the recommendation of the hiring authority and upon the approval of the Personnel Board, new employees entering into a position with the Town of Southborough from a similar position in another municipality or similar government agency will be allowed to enter into the vacation schedule using their years of service from their prior employment, up to a maximum of three weeks vacation for the first year of employment with the Town. **Employees commencing employment with three weeks per year will be required to complete five years of service before ascending to the next band in the vacation schedule chart.**

The probationary period for new hires would still apply.

(3) Vacation shall be granted by Department Heads at their discretion subject to the regular work needs of the Department. An employee shall be permitted to carry over to the following year up to one year's worth of earned vacation. The employee must have the

Annual Town Meeting (continued)

Department Head's approval to take any portion of a prior year's unused vacation in addition to the days earned in the current fiscal year.

(4) If in the opinion of the Department Head there are unusual circumstances that warrant it, an Employee may, upon request and approval by the Department Head, continue at work and receive vacation pay in lieu of taking vacation.

(5) In the event of termination of employment other than for cause, the employee shall be paid, or be entitled to time off with pay, for any accumulated vacation time.

(6) Vacation administrative policies and practices shall be prepared and established under the direction of the Personnel Board.

c. Sick Leave

(1) All regular Full-Time Employees shall be entitled to accrue 10 sick hours per month, equaling 120 hours annually (15 sick days); employees working less than 40 hours in a weekly pay period will accrue ratably based on hours worked per week. Pay for each day of sick leave shall be at the regular rate. Absences on account of sickness in excess of that authorized shall be charged to vacation. Sick leave shall be payable only in cases of genuine illness, non-work-connected accident, or work-connected accidents not covered by Massachusetts General Laws Chapter 152 (Workers' Compensation).

(2) Unused sick leave may be accumulated without limitation for employees hired before July 1, 2007. Employees hired on or after July 1, 2007 may only accrue 120 sick days at any one time. At retirement only, the Town will pay the employee twenty percent (20%) of the employee's then-accumulated sick leave.

(3) Employees who because of genuine illness or a non-work-connected accident are absent for a period of more than three days shall be required to present a doctor's certificate to their Department Head before returning to work stating the reason and period of time the employee was absent.

(4) An employee may use up to seven of the allowed fifteen days of sick leave for the care of a sick family member.

(5) Sick leave administrative policies and practices shall be prepared and established under the direction of the Personnel Board.

d. Personal Days

Each employee shall be entitled to three personal days per year, to be granted annually on the anniversary date **of the employee's date of hire**. New employees shall be granted three personal days **which shall be pro-rated based on hours worked per pay period**. Requests for personal days shall be approved by the Department Head. Personal days shall not accumulate from year to year.

e. Military Leave

Annual Town Meeting (continued)

(1) Reserve Duty: An employee in full-time employment in the military reserve shall be paid the difference between compensation received while on reserve duty and regular compensation rates paid the employee by the Town. Such payment by the Town shall be limited to a period not to exceed two weeks in any twelve-month period.

(2) Active Duty: Pursuant to Article 8 of the April 11, 2005 Annual Town Meeting, an employee in the federal military reserve or a state National Guard who is called to active service shall be entitled to their regular base salary and shall not lose any seniority or paid leave benefits while on military leave; *provided*, however, that such base pay shall be reduced by any amount received from the United States as pay or allowance for military service performed.

f. Jury Duty

Any employee who is called to jury duty shall be paid the difference between their normal compensation and the amount (excluding any travel allowance) received from the court, upon presentation of evidence of the amount paid by the court.

g. Miscellaneous Paid Time Off

Working time lost from regularly scheduled work days for reasons listed below shall be without loss of pay, provided such lost time is authorized by the Department Head:

(1) Bereavement leave – In the event of the death of a spouse, father, mother, child, father-in-law, mother-in-law, brother, sister, grandparent, or of any other person then residing with the employee, such employee shall be entitled to receive three days' leave for the purpose of the funeral and disposition of the deceased. If out-of-state travel is required, the Department Head may authorize up to two additional days of travel time.

(2) Medical examination or inoculation required by the Town.

(3) Blood donation authorized by the Department Head.

(4) Attendance at educational programs authorized by the Department Head.

h. Court Time Pay

If the Town requires that an employee appear in Court as a witness or in any other capacity arising from the performance of the employee's duty, or on behalf of the Commonwealth or the Town in any civil or criminal case pending in any Court or other official governmental board or agency, then for any such appearance that is made outside of the employee's normal working hours the employee shall be entitled to overtime compensation for every hour or fraction thereof during which they appear (but in no event less than three hours of such overtime pay).

i. Employee Educational Support

(1) Degree Bonus: All Full-Time employees who, while an employee of the Town, earns a degree in a field applicable to their position from an accredited college or university, shall receive a one-time bonus subject to appropriation, according to the following schedule:

Associates Degree\$ 800.00
Bachelors Degree\$1,200.00
Masters Degree.....\$1,500.00

Annual Town Meeting (continued)

A copy of the completed transcript, diploma or other appropriate evidence of the completed degree must be presented to the Department Head.

(2) Tuition reimbursement: As administered through the Personnel Board and subject to the procedure below, the Town may provide college tuition reimbursement to any Full-Time employee for a course that applies to the employee's specific position and for which the employee attained a grade of "B" or better.

(3) Approval Procedure: Town funds must first be appropriated by Town Meeting in the Personnel Board's fiscal year budget. If funds are appropriated, then no later than August 31st of each year interested employees shall advise the Personnel Board in writing of their interest in taking work-related courses during the fiscal year. The request should be routed through the employee's Department Head, and should include detailed information regarding the desired coursework and cost of tuition. Thereafter the Personnel Board will review all such requests and make recommendations for reimbursement based on available funds and the number of requests. The Board will then notify the employee and their department head of the decision.

(4) Reimbursement: Tuition reimbursed shall be paid only after the employee presents to the Department Head written verification of (a) course completion (with a grade of at least B) and (b) full payment by the employee. If an employee resigns employment within twelve months of such reimbursement, the employee shall be responsible to repay it to the Town.

j. Group Medical Insurance

Starting July 1, 2009, the Town will contribute fifty percent (50%) of the cost of a medical indemnity plan or seventy-five percent (75%) of the cost of a Health Maintenance Organization plan.

SECTION 12. UNPAID LEAVES OF ABSENCE

a. A leave of absence without compensation may be granted by the Personnel Board.

b. Leaves of absence of over three months' duration (except Military Leave) shall be deemed a break in employment, and on return to work the employee shall have the status of a new employee unless an extension of leave beyond three months was authorized by the Personnel Board.

SECTION 13. TRANSITIONS BETWEEN FULL-TIME AND PART-TIME STATUS

a. A Part-Time employee shall be eligible for Full-Time status when the employee has worked 20 hours or more per week for a period of at least three consecutive months, subject to approval by the Department Head.

b. A Full-Time employee whose hours of employment total less than 20 hours per week for a period of more than three consecutive months shall thereafter be deemed a Part-Time employee.

SECTION 14. APPOINTMENT OF "ACTING" DEPARTMENT HEADS

a. In the absence of a Department Head for three consecutive weeks, the Board of Selectmen or appropriate commissioners or trustees may appoint an "Acting" Department Head to serve for a period of not more than three months. Such three-month period may be extended for up to three additional three-month periods, upon the approval of the Board of Selectmen and the Personnel Board for each such extension. In no case shall an appointment of an "Acting" Department Head exceed one year.

Annual Town Meeting (continued)

b. Duly appointed “Acting” employees shall be compensated at an additional 10% per week, payable retroactively only upon the conclusion of three consecutive weeks of service by the “Acting” employee. Such employees shall still be eligible for overtime pay when fulfilling regular duties from the previous job beyond normal working hours.

SECTION 15. PERSONNEL BOARD

a. There shall be a Personnel Board to administer the Salary Administration Plan and Personnel By-Laws. Said Board is to be appointed by the Moderator. **The Board shall consist of five voters other than employees of the Town or those regularly serving the Town in any elective capacity.** They shall serve without compensation.

b. Other than as may be needed to fill unexpected vacancies, appointments shall be for three years. The Moderator shall fill any vacancies. All members shall continue to hold office until their successors have been appointed and qualified. The Personnel Board may employ assistance and incur expenses as it deems necessary, subject to appropriation of funds thereof.

SECTION 16. DUTIES OF THE PERSONNEL BOARD

a. The Personnel Board shall administer the Salary Administration Plan and Personnel By-Laws and shall establish such policies, procedures and regulations as it deems necessary for the administration of the Plan.

b. The Board shall meet annually in July and organize by the choice of a Chairman and Clerk. The Board shall meet at least monthly, except for the month of August. A majority of the Board shall constitute a quorum for the transaction of business. The votes of the majority of all the members of the Board shall be necessary on any matter upon which it is authorized to or required to pass under the Salary Administration Plan and Personnel By-Laws.

c. The Personnel Board shall maintain records of all employees subject to this Plan as it deems desirable, including personnel evaluations. Such records are to be kept by the Assistant Town Administrator, under the direction of the Personnel Board. Department Heads shall furnish such information as requested by the Board.

d. The Personnel Board shall from time to time, but no less often than every federal Election Year, review the Classification Schedule, Salary Schedules, and administration policies of the Salary Administration Plan and Personnel By-Laws. It shall keep informed as to pay rates and policies outside the Town, and shall recommend to the Town any action that the Board deems desirable in that regard. The Personnel Board may tentatively add a new class to the Classification Schedule or reallocate an existing class to a different compensation grade, either higher or lower, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan and Personnel By-Laws at the next Annual Town Meeting.

e. On or before **February 14th** of each year the Personnel Board may vote an annual adjustment (but shall reserve the right to vote no adjustment) to the Classification Schedule and establish the effective rate for Step 9 employees of each grade for the next fiscal year, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan and Personnel By-Laws at the next Annual Town Meeting. The Personnel Board shall base any annual adjustments upon available relevant information, including, but not limited to U.S. Department of Labor Cost of Living indices and salaries paid by equivalent towns for comparable positions.

f. Matters that are sent to the Chairman of the Personnel Board by registered mail must be brought before the Board at its next scheduled meeting. Failure of the board to vote to approve or

Annual Town Meeting (continued)

disapprove requests at the next regular meeting shall constitute approval of the request. In addition, notice in writing shall be forwarded to the concerned employee and respective Department Head within seven days of the Board's decision. Notwithstanding the foregoing, if the Personnel Board shall so request and the concerned employee and Department Head shall agree, a reasonable extension of these time periods may be granted.

g. Upon recommendation of a Department Head, supported by evidence in writing of special reasons and exceptional circumstances satisfactory to the Personnel Board, the Board may authorize variances in the Salary Administration Plan and Personnel By-Laws as it may deem necessary for the proper functioning of the services of the Town, and to effectuate the basic intent of the Plan.

SECTION 17. EMPLOYEES AND THE PERSONNEL BOARD

a. All employees covered by this Salary Administration Plan shall have the right to request an appointment to confer with the Personnel Board on any matter of interest or concern to them that is covered by the Salary Administration Plan and Personnel By-Laws. The employee shall notify the Department Head in writing in advance of the desire to discuss the matter with the Board. One of the duties of the Board shall be to foster mutual understanding and good will with the personnel of the Town.

b. To facilitate this, if any employee should feel aggrieved by the operation of any provision of the Plan, the employee shall first discuss the matter with the Department Head, in a mutual effort to clear up any problems or misunderstanding.

c. If two weeks after such a conference a satisfactory understanding and solution of the problem has not been reached, then either the Department Head or the employee may take the matter to the Personnel Board, and the Board shall hear the parties not later than at its next regular meeting. There shall be no discrimination or prejudice by a Department Head against any employee who may take a matter to the Board.

SECTION 18. AMENDMENT OF THE PLAN

The Salary Administration Plan and Personnel By-Laws may be amended in the same manner that Town By-Laws may be amended. However, no amendment to the Plan shall be made until it has been presented by a signed petition to, and acted upon by, the Personnel Board. Upon receipt of such a written petition, the Board, after giving the petitioner(s), the Department Head(s) and the affected employee(s) at least two weeks' written notice, shall hold a hearing to consider the proposed amendment. If the Personnel Board approves of any proposed amendment, it shall bring it before the next Annual Town Meeting for its consideration. If the Personnel Board disapproves any proposed amendment or shall fail to act thereof within fifteen days after the hearing (which failure shall be deemed disapproval), the petitioner(s) may present the petition to the next Annual Town Meeting for its consideration. The Board of its own motion, after a similar hearing and/or conference with parties interested, may propose an amendment to the Plan.

SECTION 19. SEVERABILITY PROVISION

In the event that any provision of this by-law, or application thereof, shall be held to be invalid by the proper authorities, this shall not be construed to affect the validity of any other provision, or application thereof, of this by-law.

Annual Town Meeting (continued)

SECTION 20. CLASSIFICATION SCHEDULE

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
I	32,124	33,409	34,745	36,135	37,580	39,083	40,256	41,463	*
II	37,477	38,976	40,536	42,157	43,843	45,597	46,965	48,374	*
III	42,831	44,545	46,326	48,179	50,107	52,111	53,674	55,284	*
IV	48,185	50,113	52,118	54,202	56,370	58,625	60,384	62,195	*
V	58,893	61,249	63,699	66,247	68,897	71,652	73,802	76,016	*
VI	64,247	66,817	69,490	72,269	75,160	78,166	80,511	82,927	*
VII	80,309	83,521	86,862	90,337	93,950	97,708	100,639	103,658	*

SCHEDULE A: FULL-TIME SALARY GRADED POSITIONS

Maintenance Custodian (Hourly).....	I
Staff Librarian (Hourly).....	I
After-School Program Coordinator.....	II
Assistant Director, Council on Aging.....	II
Library Technician	II
Maintenance Mechanic.....	II
Program Coordinator.....	II
Assistant Director, Youth & Family Services.....	III
Children’s Librarian.....	III
Maintenance Supervisor.....	III
Outreach Coordinator.....	III
Staff Engineer [vacant].....	III
Director of Recreation Commission.....	IV
Assistant Superintendent, DPW [vacant].....	V
Assistant Town Administrator.....	V
Building Inspector.....	V
Director, Council on Aging.....	V
Facilities Manager.....	V
Library Director.....	V
Principal Assessor.....	V
Public Health Director.....	V
Town Accountant.....	V
Town Engineer.....	V
Town Planner.....	V
Treasurer-Collector [combined with Finance Director].....	V
Director, Youth & Family Services.....	V
Finance Director.....	VI
Superintendent of Public Works.....	VII

SCHEDULE B: [RESERVED]

SCHEDULE C: PART-TIME HOURLY GRADED POSITIONS

Seasonal Laborer.....	1
Electrician.....	2
Seasonal Laborer II.....	2

Annual Town Meeting (continued)

SCHEDULE C: PART-TIME HOURLY GRADED POSITIONS

Summer Program Assistant, Youth Commission 2
 Election Worker (P.T.) 3
 Page, Library 3
 Election Warden (P.T.) 4
 Clerk, Library 5
 Library Custodian 5
 Substitute Custodian 5
 Receptionist 8
 Secretary, Town Committee 8
 Part-Time Police Dispatcher 9
Technical Specialist 9
 Reserve Police Officer 10
 Administrative Assistant 11
 Animal Control Officer 11
 Cable Access Facilitator 11
 Tree Warden 11
 Nurse 13
 Electrician 13

Hourly Rates for Part-Time Positions

Grade	Minimum	Maximum
1	Min. wage	\$7.70
2	\$8.34	\$12.35
3	\$8.84	\$12.98
4	\$9.26	\$13.78
5	\$9.71	\$14.49
6	\$10.25	\$15.22
7	\$10.73	\$15.95
8	\$11.26	\$16.77
9	\$11.82	\$17.62
10	\$12.54	\$18.66
11	\$13.87	\$20.70
12	\$21.00	\$28.00
13	\$29.00	\$41.00

SCHEDULE D: FIRE DEPT POSITIONS (not covered by Collective Bargaining Agreement)

<u>Grade</u>	<u>Proposed Pay Structure</u>	<u>Drills</u>	<u>Boxes</u>	<u>Signal 55</u>
1	Firefighter (Entry Level)	0.00	0.00	0.00
2	Firefighter I Certified	18.00	16.00	16.00
3	Firefighter I/II Certified	19.00	17.00	17.00
4	Firefighter I Certified/Operator	20.00	18.00	18.00
5	Firefighter I/II Certified/Operator	21.00	19.00	19.00
6	EMT (Entry Level)	0.00	0.00	0.00
7	EMT	18.00	16.00	16.00
8	EMT-I	20.00	18.00	18.00
9	Firefighter I Certified/EMT	20.00	18.00	18.00
10	Firefighter I/II Certified/EMT	21.00	19.00	19.00
11	Firefighter I Certified/Operator/EMT	22.00	20.00	20.00
12	Firefighter I/II Certified/Operator/EMT	23.00	21.00	21.00
13	Lieutenant	24.00	22.00	22.00
14	Lieutenant/EMT	26.00	24.00	24.00

Annual Town Meeting (continued)

Details. On any occasion that the Fire Chief determines that public safety is at risk (fire watches, pyrotechnic displays, pyrotechnic blasting for construction, etc.) and calls for a detail consisting of a Firefighter or Firefighters [not covered by any other collective bargaining agreement] to stand-by during any of these situations to monitor for fire, explosion, or any other possible hazard, the person or persons assigned to the detail will be compensated in the following manner:

\$40.00 per hour

SCHEDULE E: MISCELLANEOUS ANNUAL COMPENSATION SCHEDULE

Clerk, Board of Registrars	\$1,638.33
Emergency Management Coordinator	\$1,500
Registrar of Voters	\$205.66
Town Counsel (not including fees)	\$1,704.33
Tree Warden.....	\$4,000
Veterans' Agent and Director of Veterans' Services.....	\$10,000
Website Administrator	\$2,800

SCHEDULE F: FEE BASED COMPENSATION (Recreation Seasonal Personnel)

Junior Playground Counselor.....	1
Senior Playground Counselor	2
Assistant Instructor	2
Assistant Supervisor.....	3
Monitors	3
Lifeguards	4
Instructors I	5
School Monitors	6
Activity Coordinator	6
Program Driver	6
Coordinator/Supervisor	11
Program Assistant/Coordinator	11
Instructor II	12
Master Instructor	13
Seasonal Nurse	13

SCHEDULE G: SPECIAL ADMINISTRATIVE AND SUPERVISORY POSITIONS

Effective July 1, 2011, the Police Lieutenant would be classified under Schedule G. In addition to all the benefits provided employees under the SAP, he/she would be eligible for some additional benefits as provided members of Mass COP Local 167, the police union's collective bargaining agreement.

As a result, a separate policy is adopted by the Southborough Board of Selectmen and enforced by the Southborough Police Department subject to change in conjunction with future collective bargaining agreements.

Police Lieutenant:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
62,668	65,175	67,782	70,493	73,313	76,245	78,532	80,889	*

Annual Town Meeting (continued)

LONGEVITY SCHEDULE: Full-Time Employees – Compensated annually at Anniversary Date	
After 5 years.....	\$400
After 10 years.....	\$600
After 15 years.....	\$700
After 20 years.....	\$850
After 25 years.....	\$1,000
After 30 years.....	\$1,200
After 40 years.....	\$1,500

Proposed by: PERSONNEL BOARD

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *This version of the Salary Administration Plan [Personnel bylaw] replaces the existing bylaw. Changes are noted in **bold**.*

MOTION MADE: That the Town vote to delete the Personnel Salary Administration Plan, as specified in Chapter 31 of the Code of the Town of Southborough, entitled: PERSONNEL, and insert in its place a new salary administration plan as printed in the warrant.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 6: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money to add to the clerical union department budgets for FY11 for the purpose of funding the collective bargaining agreement between the Town and SEIU Local 888, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *The contract has not been ratified as of the date of printing of the warrant. If it does become ratified by Town Meeting, terms of the agreement will be summarized at that time.*

MOTION MADE: That pursuant to Mass. General Laws Chapter 150E Section 7 as amended, the Town vote to approve the economic terms of the collective bargaining agreement between the Town and SEIU 888 for the purpose of appropriating the funding for the agreement as to its term commencing in fiscal year 2011.

MOTION PASSED UNANIMOUSLY.

ARTICLE 7: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money to add to the DPW budget for FY11 for the purpose of funding the collective bargaining agreement between the Town and AFSCME Council 93, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *The contract has not been ratified as of the date of printing of the warrant. If it does become ratified by Town Meeting, terms of the agreement will be summarized at that time.*

MOTION MADE: That pursuant to Mass. General Laws Chapter 150E Section 7 as amended, the Town vote to approve the economic terms of the collective bargaining agreement between the Town and AFSCME Council 93 for the purpose of appropriating the funding for the agreement as to its term commencing in fiscal year 2011.

MOTION PASSED BY MAJORITY VOTE.

Annual Town Meeting (continued)

ARTICLE 8: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money to add to the Police Department budget for FY11 for the purpose of funding the collective bargaining agreement between the Town and Local 167, Massachusetts Coalition of Police (Patrol Officers and Sergeants), or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *The contract has not been ratified as of the date of printing of the warrant. If it does become ratified by Town Meeting, terms of the agreement will be summarized at that time.*

MOTION MADE: That the Town vote to transfer from overlay surplus the amount of \$51,024.99 to add to the Police Department Budget for FY 11 for the purpose of funding the collective bargaining agreement between the Town and Local 167, Massachusetts Coalition of Police (Patrol Officers and Sergeants).

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 9: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money to add to the Fire Department budget for FY11 for the purpose of funding the collective bargaining agreement between the Town and Southborough Permanent Firefighters Union Local 3129 IAFF, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *The contract has not been ratified as of the date of printing of the warrant. If it does become ratified by Town Meeting, terms of the agreement will be summarized at that time.*

MOTION MADE: That pursuant to Mass. General Laws Chapter 150E Section 7 as amended, the Town vote to approve the economic terms of the collective bargaining agreement between the Town and Southborough Permanent Firefighters Union Local 3129 IAFF for the purpose of appropriating the funding for the agreement as to its term commencing in fiscal year 2011.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 10: To see if the Town will vote to raise a sum of money as may be necessary for the Town's use, and make appropriations of the same, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Summary: *Budget-See budget report which includes the Advisory Committee and Board of Selectmen's recommendations for FY12.*

MOTION MADE: That the Town vote to raise a sum of money not to exceed the sum of **\$44,408,260** as may be necessary for the Town's use, and make appropriations of the same.

Transfer from the Cemetery Perpetual care	15,000.00
Transfer from Free Cash	1,502,116.00
Transfer from Overlay Reserve	233,151.00
Transfer from Overlay Reserve - for T/E Debt	405,600.00
Transfer from Ambulance Fund, Receipts Reserved (Fund 23)	200,000.00
Transfer from Aerial Ladder Donation Fund	48,667.00
Transfer from Septic Betterment Fund	50,547.00
Transfer from Premium Reserve	303.00
Transfer from Reserve SBAB Fund Balance	23,307.00
Transfer from Water Reserve	65,000.00

Annual Town Meeting (continued)

Transfer from Article	26,411.00
3,200 Consulting ATM08 #19	
57 Town House ATM07 #16	
5,186 Fire Project ATM08 #11	
2,348 Police Room ATM08 #11	
5,967 School Project ATM06 #41	
3,948 Finn Plumbing ATM09 #11	
5,705 Ambulance Purchase ATM08 #12	

That the Balance of **\$41,838,158** be raised and appropriated.

MOTION MADE: To divide the question.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: To take an umbrella vote on those budgets that do not have a hold on them. This one vote will have the effect of voting each separately.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: To pass all budgets that do not have a hold on them.

MOTION PASSED UNANIMOUSLY.

<i>Budget Name</i>	<i>FY 2012 Request</i>
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General Government

110-119 LEGISLATIVE

114 MODERATOR

51000-51990 Personal Services	50
57000-57990 Other Charges and Expenses	25
TOTAL	75

121-129 EXECUTIVE

121 ELECTED BOARD OF SELECTMEN

51000-51990 Personal Services	2,400
TOTAL	2,400

122 BOARD OF SELECTMEN

51000-51990 Personal Services	278,009
52000-53990 Purchase of Services	85,355
54000-55990 Supplies	6,315
57000-57990 Other Charges and Expenses	4,325
TOTAL	374,004

AMENDMENT MADE: That the budget of the Board of Selectmen be reduced to \$367,165.

AMENDMENT DEFEATED.

MAIN MOTION PASSED BY MAJORITY VOTE.

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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General Government, continued

131-149 FINANCIAL ADMINISTRATION

131 ADVISORY COMMITTEE

54000-55990 Supplies	30
57000-57990 Other Charges and Expenses	120
TOTAL	150

132 RESERVE FUND

57000-57990 Other Charges and Expenses	150,000
TOTAL REQUEST	150,000
TOTAL APPROVED	147,257

AMENDMENT MADE: That the budget of the Reserve Fund be reduced to a new total of \$147,257.

AMENDMENT PASSED: 183 in favor, 111 opposed

135 TOWN ACCOUNTANT

51000-51990 Personal Services	110,077
52000-53990 Purchase of Services	1,500
54000-55990 Supplies	900
57000-57990 Other Charges and Expenses	450
58000-58990 Capital Outlay	0
TOTAL	112,927

AMENDMENT MADE: That the budget of the Town Accountant be reduced to \$110,862.

AMENDMENT DEFEATED.

MAIN MOTION PASSED BY MAJORITY VOTE.

136 AUDIT

52000-53990 Purchase of Services	34,000
TOTAL	34,000

140 ELECTED BOARD OF ASSESSORS

51000-51990 Personal Services	2,250
TOTAL	2,250

MOTION MADE: That the Town reconsider budget article 132, the Reserve Fund. Requires 2/3 vote.

MOTION PASSED: 157 in favor, 132 opposed

MOTION MADE: That the Reserve Fund budget be reduced to \$125,600.

MOTION DEFEATED.

Annual Town Meeting (continued)

Budget Name	FY 2012 Request
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General Government, continued

141 ASSESSORS

51000-51990 Personal Services	142,649
52000-53990 Purchase of Services	19,200
54000-55990 Supplies	7,500
57000-57990 Other Charges and Expenses	2,800
58000-58990 Capital Outlay	0
TOTAL	172,149

145 TREASURER/COLLECTOR

51000-51990 Personal Services	166,461
52000-53990 Purchase of Services	5,140
54000-55990 Supplies	2,680
57000-57990 Other Charges and Expenses	1,980
58000-58999 Capital Outlay	0
TOTAL	176,261

151-159 OPERATIONS SUPPORT

151 LEGAL

52000-53990 Purchase of Services	95,000
TOTAL	95,000

152 PERSONNEL BOARD

51000-51990 Personal Services	1,230
52000-53990 Purchase of Services	4,550
54000-55990 Supplies	0
57000-57990 Other Charges and Expenses	220
TOTAL	6,000

153 SPECIAL LEGAL COUNSEL

52000-53990 Purchase of Services	55,000
TOTAL	55,000

155 MANAGEMENT INFORMATION SYSTEMS

20 GEOGRAPHIC INFORMATION SYSTEMS

52000-53990 Purchase of Services	18,600
54000-55990 Supplies	2,000
58000-58990 Capital Outlay	0
Geographic Information Systems Total	20,600

21 OTHER INFORMATION SYSTEMS

51000-51990 Personal Services	2,800
52000-53990 Purchase of Services	127,045
54000-55990 Supplies	4,700
58000-58990 Capital Outlay	17,030
Other Information Systems Total	151,575
TOTAL	172,175

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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General Government, continued

160-169 LICENSING AND REGISTRATION

160 ELECTED TOWN CLERK

51000-51990 Personal Services	39,254
TOTAL	39,254

161 TOWN CLERK

51000-51990 Personal Services	49,407
52000-53990 Purchase of Services	1,800
54000-55990 Supplies	800
57000-57990 Other Charges and Expenses	325
58000-58990 Capital Outlay	0
TOTAL	52,332

162 ELECTIONS & REGISTRATION

51000-51990 Personal Services	52,589
52000-53990 Purchase of Services	10,370
54000-55990 Supplies	1,500
57000-57990 Other Charges and Expenses	600
58000-58990 Capital Outlay	0
TOTAL	65,059

171-179 LAND USE

171 CONSERVATION COMMISSION

51000-51990 Personal Services	30,844
52000-53990 Purchase of Services	5,100
54000-55990 Supplies	250
57000-57990 Other Charges and Expenses	775
58000-58990 Capital Outlay	0
TOTAL	36,969

175 PLANNING BOARD

51000-51990 Personal Services	123,477
52000-53990 Purchase of Services	1,665
54000-55990 Supplies	1,195
57000-57990 Other Charges and Expenses	4,784
TOTAL	131,121

176 ZONING BOARD OF APPEALS

51000-51990 Personal Services	9,905
52000-53990 Purchase of Services	4,925
54000-55990 Supplies	300
57000-57990 Other Charges and Expenses	0
TOTAL	15,130

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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General Government, continued

177 OPEN SPACE

52000-53990 Purchase of Services	90
54000-55990 Supplies	150
TOTAL	240

191-199 OTHER

192 PUBLIC BUILDINGS AND PROPERTIES MAINTENANCE

51000-51990 Personal Services	265,839
52000-53990 Purchase of Services	164,265
54000-55990 Supplies	22,000
57000-57990 Other Charges & Expenses	1,750
58000-58990 Capital Outlay	0
TOTAL	453,854

Public Safety

210 POLICE DEPARTMENT

51000-51990 Personal Services	1,437,551
52000-53990 Purchase of Services	75,425
54000-55990 Supplies	24,881
57000-57990 Other Charges and Expenses	4,618
58000-58990 Capital Outlay	15,170
TOTAL	1,557,645

220 FIRE DEPARTMENT

51000-51990 Personal Services	1,596,095
52000-53990 Purchase of Services	102,399
54000-55990 Supplies	49,431
57000-57990 Other Charges and Expenses	3,105
58000-58990 Capital Outlay	18,000
TOTAL	1,769,030

241 BUILDING DEPARTMENT

51000-51990 Personal Services	95,945
52000-53990 Purchase of Services	2,475
54000-55990 Supplies	1,075
57000-57990 Other Charges and Expenses	3,950
58000-58990 Capital Outlay	0
TOTAL	103,445

291 CIVIL DEFENSE

51000-51990 Personal Services	2,426
52000-53990 Purchase of Services	245
54000-55990 Supplies	0
57000-57990 Other Charges and Expenses	100
58000-58990 Capital Outlay	0
TOTAL	2,771

Annual Town Meeting (continued)

Budget Name	FY 2012 Request
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Public Safety, continued

292 ANIMAL CONTROL OFFICER AND ANIMAL INSPECTOR

51000-51990 Personal Services	0
52000-53990 Purchase of Services	28,156
54000-55990 Supplies	200
TOTAL	28,356

Public Works & Facilities

420, 430, 490 DEPT. OF PUBLIC WORKS (Highway, Cemetery, Tree)

51000-51990 Personal Services	920,789
52000-53990 Purchase of Services	809,950
54000-55990 Supplies	359,700
56000-56990 Intergovernmental	2,550
57000-57990 Other Charges and Expenses	2,375
58000-58990 Capital Outlay	6,500
TOTAL	2,101,864

450 DEPT. OF PUBLIC WORKS - WATER

51000-51990 Personal Services	391,541
52000-53990 Purchase of Services	190,650
54000-55990 Supplies	60,400
56000-56990 Intergovernmental	740,000
57000-57990 Other Charges and Expenses	900
58000-58990 Capital Outlay	3,500
TOTAL	1,386,991

Human Services

510 ELECTED BOARD OF HEALTH

51000-51990 Personal Services	450
TOTAL	450

512 BOARD OF HEALTH

51000-51990 Personal Services	91,952
52000-53990 Purchase of Services	42,497
54000-55990 Supplies	1,600
57000-57990 Other Charges and Expenses	1,530
58000-58990 Capital Outlay	0
TOTAL	137,579

541 COUNCIL ON AGING

51000-51990 Personal Services	180,892
52000-53990 Purchase of Services	19,010
54000-55990 Supplies	4,650
57000-57990 Other Charges and Expenses	1,575
58000-58990 Capital Outlay	0
TOTAL	206,127

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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Human Services (continued)

542 YOUTH COMMISSION

51000-51990 Personal Services	119,394
52000-53990 Purchase of Services	3,820
54000-55990 Supplies	1,000
57000-57990 Other Charges and Expenses	2,500
TOTAL	126,714

543 VETERANS' SERVICES

51000-51990 Personal Services	10,000
52000-53990 Purchase of Services	450
54000-55990 Supplies	400
57000-57990 Other Charges and Expenses	29,400
TOTAL	40,250

Culture & Recreation

610 LIBRARY

51000-51990 Personal Services	284,851
52000-53990 Purchase of Services	26,650
54000-55990 Supplies	67,625
57000-57990 Other Charges and Expenses	14,744
58000-58990 Capital Outlay	0
TOTAL	393,870

630 RECREATION COMMISSION

51000-51990 Personal Services	103,178
52000-53990 Purchase of Services	0
54000-55990 Supplies	0
57000-57990 Other Charges and Expenses	0
58000-58990 Capital Outlay	0
TOTAL	103,178

691 HISTORICAL COMMISSION

51000-51990 Personal Services	0
52000-53990 Purchase of Services	885
54000-55990 Supplies	115
TOTAL	1,000

692 MEMORIAL DAY

52000-53990 Purchase of Services	350
54000-55990 Supplies	1,650
TOTAL	2,000

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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Debt Service

710 RETIREMENT OF DEBT – GENERAL FUND

59000-59490 Debt Service	
59100 Principal Long Term Debt	3,161,181
59350 Principal Short Term Debt	0
TOTAL	3,161,181

AMENDMENT MADE: To raise and appropriate \$2,755,581 and transfer and appropriate \$405,600 from the overlay reserve fund, for a total of \$3,161,181.

AMENDMENT PASSED BY MAJORITY VOTE.

751 INTEREST ON DEBT-GENERAL FUND

59000-59490 Debt Service	
59150 Interest Long Term Debt	958,696
59250 Interest on Notes	0
TOTAL	958,696

6161-710 RETIREMENT OF DEBT – WATER FUND

59000-59490 Debt Service	
59100 Principal Long Term Debt	195,000
TOTAL	195,000

6161-750 INTEREST ON DEBT – WATER FUND

59000-59490 Debt Service	
59150 Interest Long Term Debt	46,256
TOTAL	46,256

Unclassified

910 EMPLOYEE BENEFITS

51000-51990 Total Personal Services	
51700 Police/Fire Accident and Workers' Comp.	142,049
51710 Unemployment Payments	50,000
51720 Health Insurance	3,925,747
51730 Retirement Fund	1,220,759
51740 Life Insurance	5,777
51770 Medicare	259,788
51780 Dental Insurance	145,845
TOTAL	5,695,587

945 LIABILITY INSURANCE

52000-53990 Purchase of Services	0
57100-57990 Other Charges and Expenses	199,421
TOTAL	199,421

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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Education

300 ELECTED SCHOL COMMITTEE

51000-51990 Personal Services	500
TOTAL	500

301 SOUTHBOROUGH SCHOOLS

REGULAR DAY PROGRAMS

ADMINISTRATION

School Committee	13,600
Superintendent's Office	94,839
Administrative Support	328,048

INSTRUCTION

Supervision	39,200
Principals	744,589
Teaching	7,124,761
Professional Development	94,800
Textbooks & Materials	192,184
Instructional Hardware & Software	165,945
Library Services	224,382
Instructional Equipment	68,886
Guidance Services	238,514

OTHER STUDENT SERVICES

Personnel Services	500
Health Services	274,226
Transportation	359,548
Athletics	31,050
Student Body Activities	18,280

OPERATION AND MAINTENANCE OF BUILDINGS

Operation of Buildings	1,237,078
Maintenance of Buildings	304,086
Networking & Telecommunications	78,120

FIXED CHARGES

Rentals & Leases	4,100
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CONTRACTUAL OBLIGATIONS

Contractual Obligations	302,968
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REGULAR DAY PROGRAMS

11,939,704

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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Education, continued

301 SOUTHBOROUGH SCHOOLS

SPECIAL EDUCATION PROGRAMS – Chapter 766

INSTRUCTION

Legal	5,000
Administrative Technology	2,800
Director	122,943
Teaching	2,761,501
Professional Development	2,200
Instructional Technology	11,000
Psychological Services	357,296

OTHER STUDENT SERVICES

Health Services	41,959
Transportation Sped	271,280

OPERATION AND MAINTENANCE OF EQUIPMENT

Operation of Equipment	10,000
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PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

Tuition, Out	1,293,678
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PROGRAMS, MEMBER OF COLLABORATIVE

Assabet Collaborative Assessment	1,750
Tuition Out, Collaborative	64,350

SPECIAL EDUCATION – CHAPTER 766 **4,945,757**

SUMMARY

REGULAR DAY PROGRAMS	11,939,704
SPECIAL EDUCATION – CHAPTER 766	4,945,757
TOTAL	16,885,461

AMENDMENT MADE: That the Town reduce the Southborough School Budget to \$16,315,414.

AMENDMENT DEFEATED.

AMENDMENT MADE: That the Town reduce the Southborough School Budget to \$16,740,202.

AMENDMENT DEFEATED.

MAIN BUDGET PASSED BY MAJORITY VOTE.

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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Education, continued

302 ALGONQUIN REGIONAL HIGH SCHOOL

REGULAR DAY PROGRAMS

ADMINISTRATION

School Committee	63,286
Superintendent's Office	94,638
Administrative Support	330,760

INSTRUCTION

Supervision	77,374
Principals	621,522
Teaching	7,095,357
Professional Development	72,175
Textbooks & Materials	169,349
Instructional Hardware & Software	15,101
Instructional Equipment	21,716
Library Services	135,201
Guidance Services	584,110

OTHER STUDENT SERVICES

Testing	3,500
Health Services	146,200
Transportation	1,047,120
Athletics/Student Body Activities	428,804
Other Student Activities	4,500

OPERATION AND MAINTENANCE OF BUILDINGS

Operation of Buildings	1,301,992
Maintenance of Buildings	287,897
Payment for Local Northboro Services	50,000
Networking & Telecommunications	99,878

FIXED CHARGES

Rentals and Leases	69,466
Insurance	2,717,368
Retirement Liability	276,511

NEW EQUIPMENT

New Equipment	20,000
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CONTRACTUAL OBLIGATIONS

Contractual Obligations	227,849
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TUITION, OTHER PUBLIC SCHOOLS

School Choice	134,429
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REGULAR DAY PROGRAMS TOTAL	16,096,103
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Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
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Education, continued

302 ALGONQUIN REGIONAL HIGH SCHOOL

SPECIAL EDUCATION PROGRAMS – CHAPTER 766

ADMINISTRATION

Legal Services	3,000
Administrative Technology	2,800

INSTRUCTION

Director	107,378
Teaching	833,301
Professional Development	2,600
Textbooks	1,500
Instructional Technology	6,500
Psychological Services	103,467

OTHER STUDENT SERVICES

Health Services	11,150
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OPERATION AND AMINTENANCE OF BUILDINGS

New Equipment	3,000
Equipment Maintenance	500

PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

Tuition, Out	180,411
Transportation	149,939

PROGRAMS, MEMBER OF COLLABORATIVE

Assabet Collaborative Assessment	2,500
Tuition Out, Collaborative	115,068

SPECIAL EDUCATION – CHAPTER 766 TOTAL **1,523,114**

SUMMARY

REGULAR DAY PROGRAMS	16,096,103
SPECIAL EDUCATION – CHAPTER 766	1,523,114
TOTAL	17,619,217

	NON EXEMPT	EXEMPT	TOTAL
FY 2012 SOUTHBOROUGH ASSESSMENT	6,094,184	848,322	6,942,506

AMENDMENT MADE: That the Town reduce the Algonquin Regional High School budget by \$228,763 to a new total of \$6,713,742.71.

AMENDMENT WITHDRAWN.

MAIN MOTION PASSED BY MAJORITY VOTE.

Annual Town Meeting (continued)

NORTHBOROUGH-SOUTHBOROUGH REGIONAL SCHOOL DISTRICT			
FY 2012 BUDGET & ASSESSMENTS – D.O.E. RECOMMENDED METHOD			
RSC voted 3-16-11			
		57.99%	42.01%
		Northboro	Southboro
Step 1			
FY 2012 Proposed Budget	17,619,217.00		
Less Transportation			
SPED Transportation	1,176,559.00		
Less Fixed Charges	0.00		
Net School Spending	16,442,658.00		
Less Revenues	20,000.00		
Subtotal	16,422,658.00		
Less Chapter 70 Aid – Preliminary	2,721,210.00		
Less State ward reimbursement	0.00		
Net Budget	13,701,448.00		
Step 2			
Minimum Local Contribution required by Ed Reform	11,147,301.00	6,235,557.00	4,911,744.00
Step 3			
Difference between Min. Contrib. & Net budget balance	2,554,147.00		
Step 4			
Apportion Step 3 amount by agreement		1,481,149.85	1,072,997.15
Step 5			
Transportation Budget			
Less Aid to Transportation Preliminary	660,451.00	382,995.53	277,455.47
Step 6			
Other Operational Costs			
Less Revenues	0.00		
Step 7			
Debt Payments Not Exempt from Proposition 2 1/2	0.00	0.00	0.00
Step 8			
Total assessments, Minimum local contribution plus apportionments	14,361,899.00	8,099,702.38	6,262,196.62
Step 9			
Excess & Deficiency	450,000.00	260,955.00	189,045.00
FY 2012 Assessment Not Exempt from Proposition 2 ½	13,911,899.00	7,838,747.38	6,073,151.62
Step 10			
Debt Payments Exempt from Proposition 2 ½	2,115,951.26	1,267,629.17	848,322.09
Total FY 2012 Assessment	16,027,850.26	9,106,376.55	6,921,473.71

Annual Town Meeting (continued)

NORTHBOROUGH-SOUTHBOROUGH REGIONAL SCHOOL DISTRICT FY2012 BUDGET & ASSESSMENTS – D.O.E. RECOMMENDED METHOD			
RSC voted 3-16-11			
Assessment Comparison			
	Northborough		
	Non Exempt	Exempt	Total
FY 2012 Assessment	7,838,747.38	1,267,629.17	9,106,376.55
FY 2011 Assessment	7,696,524.38	1,131,426.71	8,827,951.09
Dollar Increase	142,223.00	136,202.46	278,425.46
Percent Increase	1.85%	12.04%	3.15%
	Southborough		
	Non Exempt	Exempt	Total
FY 2012 Assessment	6,073,151.62	848,322.09	6,921,473.71
FY 2011 Assessment	5,702,400.62	725,391.84	6,427,792.46
Dollar Increase	370,751.00	122,930.25	493,681.25
Percent Increase	6.50%	16.95%	7.68%

FY 2011 Minimum Contribution Adjustment Assessment Comparison			
	Northborough		
	Non Exempt	Exempt	Total
FY 2012 Assessment	7,838,747.38	1,267,629.17	9,106,376.55
FY 2011 Minimum Contribution Adjustment	-21,032.00		-21,032.00
Adjusted FY 2012 Assessment	7,817,715.38	1,267,629.17	9,085,344.55
FY 2011 Assessment	7,696,524.38	1,131,426.71	8,827,951.09
Dollar Increase	121,191.00	136,202.46	257,393.46
Percent increase	1.57%	12.04%	2.92%
	Southborough		
	Non Exempt	Exempt	Total
FY 2012 Assessment	6,073,151.62	848,322.09	6,921,473.71
FY 2011 Minimum Contribution Adjustment	21,032.00		21,032.00
Adjusted FY 2012 Assessment	6,094,183.62	848,322.09	6,942,505.71
FY 2011 Assessment	5,702,400.62	725,391.84	6,427,792.46
Dollar Increase	391,783.00	122,930.25	514,713.25
Percent Increase	6.87%	16.95%	8.01%

MAIN MOTION PASSED BY MAJORITY VOTE.

Annual Town Meeting (continued)

Budget Name	FY 2012 Request
304 ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL	
General Administration (School Committee)	11,200
District Administration (Superintendent)	235,633
Finance & Admin. Services	33,000
Finance & Business Office	363,294
Human Resources Benefits, Personnel	66,500
Legal Services	40,500
Legal Settlements	0
Districtwide Information Management	22,500
Districtwide Academic Leadership	259,349
Curriculum Directors (Supervisory)	268,781
Department Heads (Non-Supervisory)	296,959
School Building Leadership	23,000
Principal's Office	188,136
Instruction - Teaching Services	6,452,983
Specialist Teachers	648,729
Medical/Therapeutic Services	6,000
Librarians/Media Center Directors	106,939
Professional Development	92,150
Director of Curr./Professional Development	81,969
Prof. Dev. Stipends, Providers, Expenses	14,850
Instructional Materials and Equipment	233,055
Textbooks and Related Software	82,500
Instructional Equipment	171,000
Instructional Technology	54,950
Audio/Visual	2,000
Guidance	547,403
Testing and Assessment	40,820
Psychological Services	135,000
Attendance and Parent Liaison Services	31,965
Health Services	92,767
Student Transportation Services	1,139,891
Athletic Services	426,267
Other Student Services	126,250
School Security	55,000
Operations and Maintenance of Plant	85,150
Custodial Services	629,000
Heating of Buildings	694,000
Utility Services	161,000
Maintenance of Grounds	160,700
Maintenance of Buildings	487,300
Maintenance of Equipment	7,500
Extraordinary Maintenance	0
Networking and Telecommunications	71,700
Technology Maintenance	99,560
Employee Retirement	206,500
Insurance Programs – Employees	1,865,250
Insurance Programs – Retirees	237,500
Non-Employee Insurance	140,500
Acquisition and Improvement of Sites	0

Annual Town Meeting (continued)

<i>Budget Name</i>	<i>FY 2012 Request</i>
304 ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL	
Acquisition and Improvement of Buildings	0
Acquisition and Improvement of Equipment	0
Capital Technology	0
Replacement of Equipment	0
Replacement of Motor Vehicles	84,000
Tuition to Collaboratives	19,000
TOTAL	17,300,000
SOUTHBORO ASSESSMENT	152,121
305 NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL	
Tuition/Transportation Assessment	66,654
TOTAL	66,654

MOTION MADE: To table Article 10 to calculate the total.

MOTION PASSED UNANIMOUSLY.

At 11:36 p.m. **MOTION** was made to adjourn Annual Town Meeting to Tuesday, April 12, 2011 at 7:30 p.m.

MOTION PASSED UNANIMOUSLY.

<p><i>Annual Town Meeting Adjourned Session April 12, 2011</i></p>

At the Adjourned Annual Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, on Tuesday, April 12, 2011 at 7:30 p.m. the following Articles were voted on in a legal manner. There was a quorum present (100 Voters = quorum); 240 voters were present.

Checkers:	Brenda Gaffney	Lidia A. Kiley
	Linda C. Hubley	Janet M.E. Mattioli
	Doriann Jasinski	Delia Mulvaney

The following Tellers were appointed by Moderator David A. Coombs and sworn-in by Town Clerk, Paul J. Berry:

Tellers:	Paul M. Cimino	3 Austin Kelly Lane
	Joseph E. Hubley	6 Winchester Street
	Regina P. McAuliffe	5 General Henry Knox Road
	Andrew S. Mills	2 MacNeill Drive
	Barbara A. Murphy	202 Cordaville Road
	Charles R. O'Connell	191 Main Street

The Town Moderator, David A. Coombs, called the Adjourned Annual Town Meeting to order at 7:37 p.m. The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The

Annual Town Meeting (continued)

cafeteria was set up for the non-registered (non-voting) public to view Town Meeting from a television with live cable viewing of the Town Meeting.

The Town Moderator noted the receipt of the return of the posting of the Warrant for ARTICLES 10-34 for the Adjourned Annual Town Meeting by the Constable.

The Town Moderator had requests from the following non-voters to attend the Annual Town Meeting. There being no objections from the floor, it was voted to allow the following non-voters to remain:

Brian Ballantine, Finance Director
Jane Cain, Library Director
Paul Cibelli, Town Assessor
Eric Denoncourt, Town Planner
Karen Galligan, DPW Superintendent
Charles Gobron, Superintendent of Schools
David Gusmini, Building Inspector
Vanessa D. Hale, Assistant Town Administrator
Kim Ivers, Children's Librarian
Michelle Jenkins, Assistant Town Clerk
Jean Kitchen, Town Administrator
Patrice Kline, SEIU
Pam LeFrancois, Senior Center Director
Cheryl Levesque, Director of Business, Southborough Schools
John D. Mauro, Jr., Fire Chief
Carla McAuliffe, Town Accountant
Jane T. Moran, Police Chief
Paul Pisinski, Board of Health
Brad Petrishen, Reporter, MetroWest Daily News
Laurie Sugarman-Whittier, Youth & Family Services Director
Adam Wolfset, Boy Scout
John Woodsmall, Town Engineer

MOTION MADE: To take Article 10 off the table.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: That the Town vote to raise a sum of money not to exceed the sum of \$44,408,260 as may be necessary for the Town's use, and make appropriations of the same.

Transfer from the Cemetery Perpetual care	15,000.00
Transfer from Free Cash	1,502,116.00
Transfer from Overlay Reserve	233,151.00
Transfer from Overlay Reserve - for T/E Debt	405,600.00
Transfer from Ambulance Fund, Receipts Reserved (Fund 23)	200,000.00
Transfer from Aerial Ladder Donation Fund	48,667.00
Transfer from Septic Betterment Fund	50,547.00
Transfer from Premium Reserve	303.00
Transfer from Reserve SBAB Fund Balance	23,307.00
Transfer from Water Reserve	65,000.00

Annual Town Meeting (continued)

Transfer from Articles	26,411.00
3,200 Consulting ATM08 #19	
57 Town House ATM07 #16	
5,186 Fire Project ATM08 #11	
2,348 Police Room ATM08 #11	
5,967 School Project ATM06 #41	
3,948 Finn Plumbing ATM09 #11	
5,705 Ambulance Purchase ATM08 #12	

That the Balance of **\$41,838,158** be raised and appropriated.

AMENDMENT MADE: To amend the main motion by transferring \$83,000 from the Ambulance Fund, Receipts Reserved and the balance of \$41,755,158 be raised and appropriated.

MOTION WITH AMENDMENT PASSED BY MAJORITY VOTE.

ARTICLE 11: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds a sum of money for General Government capital items for the following purposes:

#	ITEM	TOTAL	Recommend	Recommend	Recommend
			ADVISORY	SELECTMEN	CAPITAL BUDGET PLANNING
1.	DPW equipment	\$315,000	AT TOWN MEETING	SUPPORT \$226,000 (equipment 1, 2 and 3)	SUPPORT \$168,000 (equipment 1 and 2)
2.	Fire Dept. incident command vehicle	\$54,000	AT TOWN MEETING	SUPPORT out of ambulance reserves	SUPPORT out of ambulance reserves
3.	Town House	\$60,000	AT TOWN MEETING	SUPPORT	SUPPORT \$50,000
4.	Senior Center	\$49,000	AT TOWN MEETING	SUPPORT \$36,000	SUPPORT
5.	Police cruisers	\$72,000	AT TOWN MEETING	SUPPORT \$36,000 (1 cruiser)	SUPPORT

, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: See above

Advisory Committee Recommendation: See above

Summary:

1. The DPW maintains a capital equipment program. This money includes: 1) purchasing a USED 35,000GVW cab and chassis with plow and a stainless steel sander body (to replace a 2002 35,000GVW cab and chassis with a sander body), 2) purchasing a NEW diesel 4x4 pick-up truck with plow (to replace a 1999 pick-up truck with plow), 3) purchasing NEW 1 ton 18,000GVW diesel dump truck with plow (to replace a 2002 16,000GVW utility dump truck), 4) retrofitting the 2002 16,000GVW dump truck with a service body (to replace a 1988 service truck), 5) repairing the frame, replacing the crane and stripping priming and painting the 1983 catch basin cleaning (CB) truck and 6) funding the stripping, priming and painting of a 35,000GVW truck.

Annual Town Meeting (continued)

2. *The current ICV, operated by the Fire Chief, is a 2002 Chevy Tahoe with over 93,000 miles. This vehicle is equipped with interoperable communications equipment, response information for various buildings and facilities, as well as miscellaneous tools and equipment which allows the Incident Commander to effectively direct and manage fire, medical, rescue and other emergency incident of all types. The vehicle is used by the Fire Chief to respond to emergency calls both on and off duty, as well as used in the normal performance of the Fire Chief's required duties. The current vehicle will be reassigned to the fire prevention officer to replace a very worn 2003 Ford Crown Victoria former police cruiser. By reassigning the vehicle to fire prevention, the life expectancy of the vehicle will be extended approximately three to five years.*

3. *To replace 2 HVAC air handlers and rebuild 3 HVAC air handlers in the Town House.*

4. *To replace 2 boilers and controls and repave a portion of the parking area at the Senior Center.*

5. *To replace two police cruisers and equipment including video cameras.*

MOTION MADE: That the Town vote to appropriate a total of \$280,000 by raise and appropriation; \$226,000 for DPW equipment; and finally to transfer \$54,000 from Receipts Reserve Ambulance fund for a fire department command vehicle.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 12: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds the sum of \$250,000 for the maintenance of Town roads, or do or act anything in relation thereto.

Proposed by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Support (with \$100,000 from overlay account)

Advisory Committee Recommendation: At Town Meeting

Summary: *This money is used for the Town's paving contract and other street maintenance contracts such as crack sealing and infrared repair.*

MOTION MADE: That the Town vote to appropriate a total of \$250,000 by raising and appropriating \$150,000 and transferring from the Overlay Surplus account \$100,000 for the maintenance of Town roads.

AMENDMENT MADE: To appropriate a total of \$200,000 by raising \$100,000 and transferring \$100,000 from the Overlay Surplus account.

AMENDMENT DEFEATED.

MAIN MOTION PASSED BY MAJORITY VOTE.

ARTICLE 13: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds the sum of \$155,000 to perform engineering required to develop 25% plans for Route 85, from the Hopkinton Town Line to Route 30, to be listed for Federal Transportation Improvement Plan (TIP) money, or do or act anything in relation thereto.

Proposed by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *This article will fund the engineering required for the Town to develop plans for listing on the TIP. A commitment to reimburse the Town a sum of this money has been obtained from Legacy Farms Project in Hopkinton.*

MOTION MADE: TO POSTPONE THIS ARTICLE INDEFINITELY.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

ARTICLE 14: To see if the Town will vote to transfer from the Water Reserves Fund and appropriate the sum of \$75,000 to be expended in amounts requested by the DPW Superintendent and a vote of the Board of Selectmen for any unforeseen project costs or water system improvements requiring immediate appropriation, or do or act anything in relation thereto.

Proposed by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *This article will allow the Board of Selectmen to approve additional funding for water projects with unforeseen complications, that are above the appropriation estimate or repairs that constitute or arise from an emergency.*

MOTION MADE: That the Town vote to transfer from the Water Reserves Fund and appropriate the sum of \$75,000 to be expended in amounts requested by the DPW Superintendent and a vote of the Board of Selectmen for any unforeseen WATER project costs or water system improvement requiring immediate appropriation.

MOTION PASSED UNANIMOUSLY.

ARTICLE 15: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds a sum of money for the ongoing maintenance of capital equipment and systems associated with town buildings and facilities. The Town Facilities Manager, or Town Administrator in his absence, shall recommend appropriate projects to the Board of Selectmen. The Board of Selectmen shall approve all expenditures under this article. The Town Facilities Manager shall report all funded projects to the Capital Budget Planning and Advisory Committees, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *This article will provide for the maintenance and repair of capital equipment and systems associated with the Town's buildings and facilities.*

MOTION MADE: That the Town will vote to raise and appropriate \$96,000 for the ongoing maintenance of capital equipment and systems associated with town buildings and facilities. The Town Facilities Manager or Town Administrator in his absence, shall recommend appropriate projects to the Board of Selectmen. The Board of Selectmen shall approve all expenditures under this article. The Town Facilities Manager shall report all funded projects to the Capital Budget Planning and Advisory Committee.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 16: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds and appropriate the sum of \$30,000 for the purpose of purchasing three Thermal Imaging Units for the Fire Department, or do or any act anything in relation thereto.

Proposed by: FIRE CHIEF

Board of Selectmen Recommendation: Support \$20,000 (2 thermal imagers)

Advisory Committee Recommendation: At Town Meeting

Summary: *The fire department currently has 2 thermal imaging units which are approaching 10 years old. Because of the extremely rough environment they are exposed to in fire situations, they have become extremely unreliable and expensive to maintain. Thermal imagers are invaluable while searching buildings for signs of fire and trapped occupants, as well as searching for the source of heat. One thermal imager would be added, which would provide a unit in each of the three primary fire trucks.*

MOTION MADE: That the Town will vote to raise and appropriate, the sum of \$20,000 for the purpose of purchasing two Thermal Imaging Units for the Fire Department.

Annual Town Meeting (continued)

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 17: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds and appropriate the sum of \$25,000 for legal fees associated with the legal suit with Northborough over the Algonquin reimbursement formula, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: Funding for special legal counsel who will assist the Town in the suit filed by Northborough regarding the regional school debt assessment.

MOTION MADE: That the Town will vote to transfer from the overlay surplus account the sum of \$25,000 for legal fees associated with the legal suit with Northborough over the Algonquin reimbursement formula.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 18: To see if the Town will vote to repeal the vote Article 49 of the April 12, 1999 town meeting to repeal the provisions of Massachusetts General Laws, Chapter 41, Section 108L, the Career Incentive Pay Program for Police Officers (also known as the Quinn bill), or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: This article is on the warrant in the event the Board of Selectmen negotiates an educational incentive that will replace the Quinn bill.

MOTION MADE: TO POSTPONE THIS ARTICLE INDEFINITELY.

MOTION PASSED UNANIMOUSLY.

ARTICLE 19: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, \$30,000 for the purpose of paying to retirees the amount due for accrued vacation and sick time, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: This article will fund any vacation and sick pay due to eligible employees upon their retirement.

MOTION MADE: That the Town vote to transfer from the overlay surplus fund \$30,000 for the purpose of paying to eligible retirees the amount due for accrued vacation and sick time.

MOTION PASSED UNANIMOUSLY.

ARTICLE 20: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds the sum of \$14,248.25 to reimburse four town employees for legal fees and expenses they incurred defending allegations of misconduct for which no discipline was recommended, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Annual Town Meeting (continued)

Summary: *This article will authorize the Town to reimburse three current and one former employee for legal bills they incurred and paid as a result of an allegation that comments were made after work during a social gathering.*

MOTION MADE: That the Town vote to transfer from the overlay surplus account the sum of \$14,248.25 to reimburse four town employees for legal fees and expenses they incurred defending allegations of misconduct for which no discipline was recommended.

MOTION MADE: To advance to Article 34.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: TO POSTPONE ARTICLE 34 INDEFINETLEY.

MOTION PASSED UNANIMOUSLY.

AMENDMENT MADE TO MAIN MOTION: That the Town appropriate \$7,124.12.

AMENDMENT MADE TO MAIN MOTION PASSED BY MAJORITY VOTE.

ARTICLE 21: To see if the Town will vote to transfer from overlay surplus a sum of money to stabilization, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *This article would transfer a sum of money from the overlay surplus fund to the stabilization fund. This article may be postponed indefinitely.*

MOTION MADE: TO POSTPONE THIS ARTICLE INDEFINETLEY.

MOTION PASSED UNANIMOUSLY.

ARTICLE 22: To see if the Town will vote to amend the Town of Southborough's local room occupancy excise under Massachusetts General Laws, Chapter 64G, §3A at the rate of 6 percent, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *Acceptance of this general law will allow the town to increase its hotel/motel/room occupancy tax from 4% to 6% and will produce approximately \$16,000 in additional town receipts.*

MOTION MADE: That the Town of Southborough amend its local room occupancy excise under Mass. General Laws, Chapter 64G, §3A to the rate of 6 percent.

MOTION PASSED UNANIMOUSLY.

ARTICLE 23: To see if the Town will vote to accept Massachusetts General Laws, Chapter 138, Section 33B, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *This article will allow the sale of alcoholic beverages beginning at 10 a.m. on Sundays. Currently alcoholic beverages cannot be sold until noon on Sundays.*

Annual Town Meeting (continued)

MOTION MADE: That the Town vote to accept Massachusetts General Laws, Chapter 138, Section 33B.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 24: To see if the Town will vote to grant, as a drainage easement, to the Massachusetts Department of Transportation, 500 Square Feet of land on the north side of Southville Road and west side of Constitution Drive. This land is described as “Proposed Drainage Easement, Area = 500 SQ. FT.” on the plan entitled “Easement Plan of Land in Southborough, Massachusetts”, prepared by Vanasse, Hangen and Brustlin, Inc. and dated December 21, 2010. Plan is on file with the Town Clerk’s office, or do or act anything in relation thereto.

Proposed by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *This article allows new drainage, created as part of the Southville Road sidewalk project, from the portion of Southville Road that is owned by the MassDOT to cross over property owned by the Town of Southborough.*

MOTION MADE: That the Town vote to grant, as a drainage easement, to the Massachusetts Department of Transportation, 500 SF of land on the north side of Southville Road and west side of Constitution Drive. This land is described as “Proposed Drainage Easement, Area = 500 SQ. FT.” on the plan entitled “Easement Plan of Land in Southborough, Massachusetts”, prepared by Vanasse, Hangen and Brustlin, Inc. and dated December 21, 2010, plan is on file with the Town Clerk’s office.
Requires a 2/3 vote.

MOTION PASSED: 152 in favor, 2 opposed.

ARTICLE 25: To see if the Town will vote to accept the report of the Community Preservation Committee for the FY2012 Community Preservation Projected Receipts and act upon the recommendations of the Community Preservation Committee and to set aside for later expenditure, certain sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, as follows:

Estimated Surcharge Receipts (based on Town Treasurer’s projections).....	\$252,499.04
State Match (projected State match)	\$ 71,282.19
Total Projected Revenue	\$323,781.23

Set Aside - Open Space

\$32,378.12 to be set aside, held in the Community Preservation Fund, and spent in FY2012 or later years for acquisition, creation or preservation of open space, and for the rehabilitation and/or restoration of open space acquired under the Community Preservation Act.

Set Aside – Historic Preservation

\$32,378.12 to be set aside, held in the Community Preservation Fund, and spent in FY2012 or later years for the acquisition, preservation, rehabilitation and restoration of historic resources.

Set Aside – Community Housing

\$32,378.12 to be set aside, held in the Community Preservation Fund, and spent in FY2012 or later years for the creation, preservation and support of community housing, and for the rehabilitation and/or restoration of community housing acquired under the Community Preservation Act.

Administrative Costs – Community Preservation Committee

\$16,189.06 to defray the administrative and operating expenses of the Community Preservation Committee in FY2012 for the Community Preservation Fund (discretionary).

Annual Town Meeting (continued)

Set Aside - Budgeted Reserve/Discretionary

Reserved For FY12 CPF (Budgeted Reserve/Discretionary) \$240,803.46

FY 2010 Interest/Adjustments

To accept \$38,985.00 of interest/adjustments received in FY2010 and to set aside 10% in each of the Historic, Open Space and Housing Reserve Accounts and 70% to the Budgeted Reserve/Discretionary.

\$ 3,898.50 Set Aside – Open Space

\$ 3,898.50 Set Aside – Community Housing

\$ 3,898.50 Set Aside – Historic Preservation

\$ 27,289.50 – CPF (Budgeted Reserve/Discretionary)

, or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *These set asides are an annual requirement under the Community Preservation Act.*

MOTION MADE: That the Town vote to accept the report of the Community Preservation Committee for the FY2012 Community Preservation Projected Receipts and act upon the recommendations of the Community Preservation Committee and to set aside for later expenditure, certain sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, as printed in the warrant.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 26: To see if the Town will vote to appropriate \$36,276.62 from the CPA Housing Reserve Fund as requested by the Southborough Affordable Housing Trust. Monies will be used for the purchase and/or construction of new affordable housing in accordance with the Southborough Affordable Housing Trust rules and regulations, and in compliance with the Community Preservation Act. Said funds to be expended under the direction of the Community Preservation Committee, or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *Funds from the CPA and from Southborough's inclusionary zoning bylaw used in the flexible structure of the Housing Trust Fund will allow the Town to act quickly and creatively in meeting the Town's affordable housing needs.*

MOTION MADE: That the Town vote to appropriate \$36,276.62 from the CPA Housing Reserve Fund as requested by the Southborough Affordable Housing Trust. Monies will be used for the purchase and/or construction of new affordable housing in accordance with the Southborough Affordable Housing Trust rules and regulations, and in compliance with the Community Preservation Act. Said funds to be expended under the direction of the Community Preservation Committee.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 27: To see if the Town will vote to appropriate \$189,374.28 (\$36,276.62 from the Open Space Reserve Fund, and \$153,097.66 from the CPA General Unreserved/Fund Balance), to be applied to the Chestnut Hill Bond for the purpose of open space. Said funds to be expended under the direction of the Community Preservation Committee, or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Annual Town Meeting (continued)

Summary: *This article is the Community Preservation Fund's portion of the annual payment of the bond funding for the preservation of Chestnut Hill Farm.*

MOTION MADE: That the Town vote to appropriate \$189,374.28 (\$36,276.62 from the Open Space Reserve Fund, and \$153,097.66 from the CPA General Unreserved/Fund Balance), to be applied to the Chestnut Hill Bond for the purpose of open space. Said funds to be expended under the direction of the Community Preservation Committee.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 28: To see if the Town will vote to appropriate \$21,000 from the Historical Reserve fund, for a Historic Residential Village designation, for the purpose of Historic Preservation. Said funds to be expended under the direction of the Community Preservation Committee, or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: Not Support

Advisory Committee Recommendation: At Town Meeting

Summary: *Monies will be used to fund a Preservation Consultant to research and prepare a National Register Historic District nomination and to coordinate between town officials, committees and resident groups with the Massachusetts Historic Commission.*

MOTION MADE: TO POSTPONE THIS ARTICLE INDEFINITELY.

MOTION PASSED UNANIMOUSLY.

ARTICLE 29: To see if the Town will vote to appropriate \$4,000 from the General Unreserved/Fund Balance for the purpose of creating a sand volleyball court at Neary School, for the purpose of recreation. Said funds to be expended under the direction of the Community Preservation Committee; or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *Monies will be used to create a sand volleyball court at Neary School.*

MOTION MADE: That the Town vote to appropriate \$4,000 from the General Unreserved/Fund Balance for the purpose of creating a sand volleyball court at Neary School, for the purpose of recreation. Said funds to be expended under the direction of the Community Preservation Committee

MOTION PASSED UNANIMOUSLY.

ARTICLE 30: To see if the Town will vote to appropriate \$133,000 from the General Unreserved/Fund Balance for the purpose of creating Splash Pad & Playground adjacent to the South Union School (the Recreation Department), for the purpose of recreation. Said funds to be expended under the direction of the Community Preservation Committee; or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: Not Support

Advisory Committee Recommendation: At Town Meeting

Summary: *Monies will be used to create a Splash Pad & Playground adjacent to the Recreation Department.*

MOTION MADE: That the Town vote to appropriate \$96,700 from the General Unreserved/Fund Balance for the purpose of creating a Playground adjacent to the South Union School (the Recreation Department), for the purpose of recreation. Said funds to be expended under the direction of the Community Preservation Committee; or do or act anything in relation thereto.

Annual Town Meeting (continued)

MOTION PASSED: 105 in favor, 82 opposed

ARTICLE 31: To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44 § 53E ½ to reauthorize the use of a revolving fund for the following purposes:

1. Immunization/emergency dispensing clinic for the Board of Health to a maximum of \$6,500.
2. Inspection services for the Sealer of Weights and Measures, Plumbing Inspector and Wiring Inspector for receipts to a maximum of \$80,000.
3. Department of Public Works for 9-11 Field Maintenance and usage and DCR annual fee to a maximum of \$50,000.
4. Local Wetland Filing fees for Conservation Commission departmental and consultant costs for review, issuance and monitoring of projects to a maximum of \$25,000.
5. Public Safety and Public Works departments for responding to incidents involving hazardous material to a maximum of \$75,000.
6. CPR classes by the Fire Department for the cost of running CPR classes to a maximum of \$6,500.
7. Conservation Commission for the cost of running the community garden to a maximum of \$1,500.
8. Recreation Commission for a portion of recreation program costs to a maximum of \$323,175.

, or do or act anything in relation thereto.

Proposed by: BOARD OF HEALTH, BOARD OF SELECTMEN, RECREATION COMMISSION AND CONSERVATION COMMISSION

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *This article, which provides for revolving funds must be approved annually and will:*

- 1. Allow the Board of Health to collect fees for vaccines and use these fees to offset the costs of running the immunization clinic;*
- 2. To use the fees collected for the Sealer of Weights and Measures, Plumbing and Wiring Inspector to pay the inspectors;*
- 3. Allow the Recreation Commission to collect rental fees for use of 9-11 field to pay for maintenance for the field and pay DCR an annual field usage fee;*
- 4. To use fees collected under the Southborough Wetland Bylaw and Regulations to cover departmental and consultant costs incurred for the review, issuance and ongoing monitoring of permitted projects;*
- 5. To use money collected from hazardous incidents to cover the departmental expense related to the incident;*
- 6. The money collected will cover the cost of running CPR classes;*
- 7. The fees collected from plot rentals to cover the costs of running the Community Garden;*
- 8. To cover a portion of the costs associated with Recreation programming.*

MOTION MADE: That the Town vote pursuant to Massachusetts General Laws, Chapter 44 § 53E ½ to reauthorize the use of a revolving funds as printed in the warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 32: To see if the Town will vote to amend Chapter 174 of the Code of the Town of Southborough, Massachusetts, Zoning; by deleting Section 174-8.9 in its entirety and inserting in place thereof the following text:

174-8.9 WFP Wetland and Floodplain District

- A. The Wetland and Floodplain District is considered to be an overlay district. The District includes all special flood hazard areas within the Town of Southborough designated as Zone A and AE, on the Worcester County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of

Annual Town Meeting (continued)

the Worcester County FIRM that are wholly or partially within the Town of Southborough are panel numbers 25027C0654E, 25027C0658E, 25027C0659E, 25027C0662E, 25027C0666E, 25027C0667E, 25027C0668E, 25027C0669E, 25027C0678E and 25027C0686E dated July 4, 2011. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 4, 2011. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, Conservation Commission and Department of Public Works.

- B. Base Flood Elevation and Floodway Data
- (1) Floodway Data. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
 - (2) Base Flood Elevation Data. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.
- C. Notification of Watercourse Alteration – In a riverine situation, the Conservation Commission shall notify the following of any alteration or relocation of a watercourse:
- (1) Adjacent Communities
 - (2) NFIP State Coordinator
Massachusetts Department of Conservation and Recreation
251 Causeway Street, Suite 600-700
Boston, MA 02114-2104
 - (3) NFIP Program Specialist
Federal Emergency Management Agency, Region I
99 High Street, 6th Floor
Boston, MA 02110
- D. Reference to Existing Regulations
- (1) The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:
 - (a) Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR 120.G, "Flood Resistant Construction and Construction in Coastal Dunes");
 - (b) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
 - (c) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
 - (d) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5);
 - (2) Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.
- E. Other Use Regulations
- (1) All subdivision proposals must be designed to assure that:
 - (a) such proposals minimize flood damage;
 - (b) all public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
 - (c) adequate drainage is provided to reduce exposure to flood hazards.
 - (2) In Zones AE, along watercourses in the Town of Southborough that have a regulatory floodway designated on the Worcester County FIRM encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge,

, or do or act anything in relation thereto.

Annual Town Meeting (continued)

Sponsored by: BOARD OF SELECTMEN AND PLANNING BOARD

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Summary: *This article replaces the Town's zoning regulations relative to development within floodplains, including adoption of newly amended Flood Insurance Rate Maps to establish the Wetland and Floodplain District. Amendment of the floodplain bylaw is required to maintain compliance with FEMA's National Flood Insurance Program.*

MOTION MADE: That the Town vote to amend Chapter 174 of the Code of the Town of Southborough, Massachusetts, Zoning; by deleting Section 174-8.9 in its entirety and inserting in its place a new Section 174-8.9 as printed in the warrant.

Requires a 2/3 vote.

MOTION PASSED UNANIMOUSLY.

ARTICLE 33: To see if the Town will act to create a Committee of five members, "The Drafting Committee for Town Manager Legislation", appointed by the Moderator, to draft special municipal legislation whose purpose shall be to enact a Town Manager form of government with an elected Board of Selectmen, consisting of five persons, this Committee to present the proposed legislation in a Warrant for consideration by the Annual Town Meeting of 2012, or such earlier Special Town Meeting as may arise; further, to raise and appropriate or transfer and appropriate a sum of money for the purpose of providing legal counsel to said Committee, or do or act anything in relation thereto.

Proposed by: PETITION OF JOHN B. BUTLER JR. AND 31 OTHERS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *This article creates a committee to draft language that implements the recommendations of the Town Government Study Committee. Up to \$10,000 will be used for legal or other professional services to assist the committee in drafting the municipal legislation.*

MOTION MADE: That the Town create a Committee of five members, "The Drafting Committee for Town Manager Legislation", appointed by the Moderator, to draft special municipal legislation whose purpose shall be to enact a Town Manager form of government with an elected Board of Selectmen, consisting of five persons, this Committee to present the proposed legislation in a Warrant for consideration by the Annual Town Meeting of 2012, or such earlier Special Town Meeting as may arise; further, that the town vote to transfer for the overlay surplus account \$10,000 for the purpose of providing consulting services to said Committee.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 34: To see if the Town will act to raise and appropriate or transfer and appropriate \$14,248.25 for the purpose of paying attorney's fees incurred by Town employees in responding to or dealing with a Town investigation during 2009 and 2010, or do or act anything in relation thereto.

Proposed by: PETITION OF JAMES F. HEGARTY AND 16 OTHERS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: At Town Meeting

Summary: *See article 20*

SEE ARTICLE 20.

At 10:10 PM, it was unanimously voted to dissolve the ANNUAL TOWN MEETING.

True Copy

Attest:

Paul J. Berry, Town Clerk

Precinct I
Election Officers 2011 (appointed)

Warden: Patricia Draper
Deputy Warden: Doriann Jasinski
Clerk: Marie Kensinger
Deputy Clerk: Barbara Murphy

Inspectors

Sandra Callinan	Brenda Gaffney	Karen Muggeridge
Lena Carloni	Joan K. Henderson	Alphonsina Torcoletti
Vernelle L. Cibelli	Joyce Macknauskas	Carol Ann Yozzo
Dorothy M. Delarda	Janet M. E. Mattioli	
Sandra Fisher	Joanne M. McCandless	

Tellers

Joyce Macknauskas	Karen White
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Precinct II
Election Officers 2011 (appointed)

Warden: Regina McAuliffe
Deputy Warden:
Clerk: Sheila Wilson
Deputy Clerk: Carol Gay

Inspectors

Barbara Jeanne Barnes	Nicole Hornblower	Delia Mulvaney
Lorraine Brond	Maryann Lamy	Cyd Ostrovsky
Janet S. DeNapoli	Mildred Lemire	Linda Petry
Lois Denman	James McCarthy	Josephine Shea

Tellers

Gloria Barr	Jean Wood
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Precinct III
Election Officers 2011 (appointed)

Warden: Arthur Miner
Deputy Warden: Linda Hubley
Clerk: Diane C. Cameron
Deputy Clerk: Carol Miner

Inspectors

Edward Barnes	John Boiardi	David Munroe
Kathleen Bartolini	Lorraine Caruso	Anita Reeder
Diane Beane	Margaret DeFazio	Irene Burkis Tibert
Jeffrey Beane	Lidia Kiley	Sally Watters

Tellers

Carol Miner	Claudia Roche
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***Annual Town Election
Monday, May 9, 2011***

TOWN CLERK 3 years

Vote for One

Paul J. Berry	667
All Others	2
Blanks	145
Total	814

BOARD OF SELECTMEN 3 years

Vote for One

Daniel L. Kolenda	626
Jeffrey D. Rosenberg	169
All Others	3
Blanks	16
Total	814

TOWN MODERATOR 1 year

Vote for One

David A. Coombs	639
All Others	1
Blanks	174
Total	814

ASSABET VALLEY REGIONAL VOC.
SCHOOL DISTRICT COMMITTEE 1 year

Vote for One

James W. Denman	630
All Others	1
Blanks	183
Total	814

BOARD OF COMMISSIONERS OF TRUST
FUNDS 3 years

Vote for One

William J. Boland	604
All Others	3
Blanks	207
Total	814

BOARD OF ASSESSORS 3 years

Vote for One

Thomas J. Beaumont	589
All Others	1
Blanks	224
Total	814

BOARD OF HEALTH 3 years

Vote for One

Nancy A. Sacco	621
All Others	0
Blanks	193
Total	814

BOARD OF TRUSTEES LIBRARY 3 years

Vote for not more than Two

Judith K. Budz	545
Nancy E. Mayo	507
All Others	0
Blanks	576
Total	1628

SOUTHBOROUGH SCHOOL COMMITTEE

3 years *Vote for not more than Two*

Kathleen A. Harragan	523
Paul H. Desmond	512
All Others	2
Blanks	591
Total	1628

NORTHBOROUGH/SOUTHBOROUGH
REGIONAL SCHOOL DISTRICT
COMMITTEE, SOUTHBOROUGH

CANDIDATE 3 years (Southborough Vote)

Vote for not more than Two

Paul C. Butka	568
David C. Rueger	475
All Others	1
Blanks	584
Total	1628

NORTHBOROUGH/SOUTHBOROUGH
REGIONAL SCHOOL DISTRICT
COMMITTEE, SOUTHBOROUGH

CANDIDATE 3 years (Northborough Vote)

Vote for not more than Two

Paul C. Butka	399
David C. Rueger	402
All Others	0
Blanks	399
Total	1200

NORTHBOROUGH/SOUTHBOROUGH
REGIONAL SCHOOL DISTRICT
COMMITTEE, NORTHBOROUGH

CANDIDATE 3 years (Southborough Vote)

Vote for not more than Two

Shirley J. Lundberg	562
Elaine Kelly	2
All Others	0
Blanks	1064
Total	1628

***Annual Town Election
Monday, May 9, 2011***

NORTHBOROUGH/SOUTHBOROUGH
REGIONAL SCHOOL DISTRICT
COMMITTEE, NORTHBOROUGH
CANDIDATE 3 years (Northborough Vote)
Vote for not more than Two

Shirley J. Lundberg	449
Elaine Kelly	8
All Others	26
Blanks	717
Total	1200

PLANNING BOARD 5 years
Vote for One

Kathleen B. Bartolini	586
All Others	4
Blanks	224
Total	814

SOUTHBOROUGH HOUSING AUTHORITY
2 years *Vote for One*

Jean A. Chappelle	533
Paul P. Morin	68
All Others	0
Blanks	213
Total	814

A true copy:
Attest: _____
Paul. J. Berry, Town Clerk