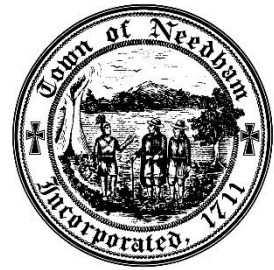


SELECT BOARD AGENDA

Regular Meeting

6:00 p.m. November 14, 2023



Needham Town Hall

Select Board Chambers & Zoom

Pursuant to Chapter 2 of the Acts of 2023, meetings of public bodies may be conducted virtually provided that adequate access is provided to the public.

To listen and view this virtual meeting on a phone, computer, laptop, or tablet, download the “Zoom Cloud Meeting” app in any app store or at www.zoom.us. At the above date and time, click on “Join a Meeting” and enter the meeting or click the link below to join the webinar:

Link:

<https://us02web.zoom.us/j/89068374046?pwd=UzBqaWlrNWZrSWdCQkpaZkYjd1RHQTog>

Webinar ID: 890 6837 4046

Passcode: 221095

	6:00	Public Comment Period Citizens are encouraged to inform the Office of the Town Manager in advance via email (OTM@needhamma.gov), telephone (781) 455-7500 extension 204, or in person by the end of the business day prior to the meeting of their intent to participate in the public comment period. The Chair will first recognize those who have communicated in advance their desire to speak for up to three minutes. If time allows, others wishing to speak will be recognized in an order determined by the Chair for up to three minutes. The Board’s policy on public participation in meetings can be found here .
1.	6:00	Public Hearing: Eversource Grant of Location – 920 South Street • Joanne Callender, Eversource Representative
2.	6:00	Public Hearing: Eversource Grant of Location – 52 La Salle Road • Joanne Callender, Eversource Representative
3.	6:00	Public Hearing: RTS Rate Setting • Solid Waste Disposal & Recycling Advisory Committee • David Davison, Deputy Town Manager/Finance • Carys Lustig, Director of Public Works • Cecilia Simchak, Assistant Director of Finance • Matthew DeMarrais, Superintendent of the Recycling & Solid Waste Division

4.	6:40	Application for a Change of Manager for an All-Alcohol License – Needham Lending Company, LLC d/b/a Sheraton Boston Needham Hotel • Brian McGrath, Proposed Manager of Record
5.	6:50	Healthy Aging Assessment and Community Health Assessment Presentation • Julie McCarthy, Epidemiologist/Data Analyst • Tiffany Benoit, Assistant Director of Public Health • Timothy McDonald, Director of Health and Human Services
6.	7:15	Needham Arts and Cultural Action Plan • Abbey Judd – Metropolitan Area Planning Council (MAPC) • Archana Menon – Metropolitan Area Planning Council (MAPC) • Charly Nanda – Needham Council for Arts and Culture • Amy Haelsen, Director of Communications and Community Engagement
7.	7:45	Town Manager • ARPA Update • Town Manager Report
8.	7:55	Board Discussion • Indigenous People’s Day • Climate Action Plan • Committee Reports

APPOINTMENT CALENDAR

1.	Peter Kuck	Water and Sewer Rate Structure Committee Term Exp: 6/30/2025
2.	Theodora Eaton	Needham Branding and Town Seal Committee Term Exp: 6/30/2024

CONSENT AGENDA *Supporting Documents Attached

1.	Approve a request from Brad Fernandes, Needham Running Club, to hold the road event “New Year's Day 5k” in Needham. The event is scheduled for Monday, January 1, 2024, at 11:00 a.m. – 12:30 p.m. The event and route have been approved by the following departments: Fire, Police, and Public Works.
2.*	Approve the following donation to the Town of Needham from the Needham Community Theatre: approximately \$600 of lumber for the express purpose of installing a floor on a portion of the first level of the Ridge Hill Reservation barn.
3.	Accept the following donation to the Needham Health Division: • \$25 from Claire Blum to the Needham Domestic Violence Action Committee (DVAC)
4.*	Approve open session minutes of October 10, 2023 and October 24, 2023.
5.	Approve and sign the integrated collective bargaining agreement for the Needham Fire Union Local 1706 Units A & C, approved by the May 2023 Special Town Meeting.
6.	Approve two one-day license suspensions penalty for an alcohol compliance check failure and a violation of the Town of Needham Regulations for the Sale of

	Alcoholic Beverages (failure to use ID scanner) on September 20, 2023 by Innovative Distributing Concepts, LLCd/b/a Bin Ends to be served on January 1 & 2, 2024.
7.	Ratify and approve, pursuant to M.G.L. c.143, §7, the determination that the residential structure located at 126 Prince Street was rendered unsafe by gas explosion on November 4, 2023, and that it was necessary for said structure to be taken down immediately and a fence put up for the protection of passers-by.
8.	Approve a Common Victualler's License and an Entertainment License for Metrowest Dining LLC d/b/a The Common Room.
9.	Authorize free 2-hour meter parking during the dates of November 24, 2023 - January 1, 2024.

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
Volante Farms	Wine Tasting	Volante Farms Greenhouse, 292 Forest Street	11/4/23
Temple Beth Shalom	Community Dinner	Temple Beth Shalom, 670 Highland Avenue	11/17/23



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Public Hearing: Eversource Grant of Location – 920 South Street
Presenter(s)	Joanne Callender, Eversource Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Eversource Energy requests permission to install approximately 45 feet of conduit in South Street. The reason for this work is to provide service for a new two lot residential development at 920 South Street. The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, that conduit must be placed at 24" below grade to the top of the conduit.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Select Board approve and sign a petition from Eversource Energy to install approximately 45 feet of conduit in South Street.	
3.	BACK UP INFORMATION ATTACHED
a. DPW Review Sheet b. Letter of Application c. Petition d. Order e. Petition Plan f. Notice Sent to Abutters g. List of Abutters	

**TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT**

NEEDHAM, MA 02492 Telephone: (781) 455-7550
www.needhamma.gov/dpw

TO: Emily Meyer, Select Board Office
FROM: DPW Office
DATE:
RE:

For Select Board Meeting of
Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: 10-27-23

REVIEWER: R.W.G.

SITE LOCATION: #920 SOUTH ST.

UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

A Sidewalk/Grass Strip Crossing Only

Peer Review _____

☒ B Work Within Paved Road Perpendicular Crossing

Peer Review tar 11/9/23

C Work Within a Plaza Area/Landscaped Island/Parallel Along Roadway

Peer Review _____ Div. Head Review _____

D Other

Peer Review _____ Div. Head Review _____

☐ Petition Plan Consistent with Field Review

☐ Old Pole Removed N/A

☒ Diameter of Conduit

☐ Cables Transferred to New Pole N/A

☒ Depth of Conduit

☒ New Riser on Pole NO

☒ Utility Conflicts

☒ Visible Trench Patch across Road/Sidewalk NO

☒ Crossing Perpendicular to Road

☐ Abutters List Complete

☒ Public Road

☐ Photos Included

☐ Double Pole N/A

Department Head _____

COMMENTS:

The application is in order pending a public hearing- tar 11/9/23

THIS ONE LOOKS GOOD. NO TRENCH, NO RISER ON POLE AS OF

YET. PLAN DENOTES THAT THERE WILL BE A MINIMUM

CLEARANCE OF 18" WHEN CROSSING UTILITIES IN THE STREET



180 Calvary Street
Waltham, Ma 02453

October 25, 2023

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: South Street
Needham, MA
W.O.# 13877703

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 45 feet of conduit in South Street.

The reason for this work is to provide service for a new two lot residential development at #920 South Street.

If you have any further questions, contact Joanne Callender at (781) 314-5054. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone
Rights and Permits, Supervisor

RMS/HC
Attachments

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

South Street -

Southerly from pole 12/106, approximately 214 feet east of Marant Drive, install approximately 45 feet of conduit.

W.O.# 13877703

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **K. Rice, dated October 3, 2023** on the file with said petition.
2. Said company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the Select Board or such officer or officers as it may appoint to supervise the work.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Select Board
the Town of
NEEDHAM

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2023 at _____ in said Town.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Select Board
the Town of
NEEDHAM

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Select Board** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2023 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **NEEDHAM**, Massachusetts

**PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS AND MANHOLES**

To the **Select Board** of the Town of **NEEDHAM** Massachusetts:

Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **K. Rice, dated October 3, 2023,** and filed herewith, under the following public way or ways of said Town:

**South Street - Southerly from pole 12/106, approximately 214
feet east of Marant Drive, install approximately 45
feet of conduit.**

W.O.#13877703

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

By: Richard M. Schifone
Richard M. Schifone, Supervisor
Rights & Permits

Dated this 25 day of October

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2023

INSTALL 2 - 4" PVC PIPES
TYPE EB IN CONCRETE
SECTION 2 FIG. 1 45'±



WOODED AREA

12/106

APPROX. R.O.W

EDGE OF PAVEMENT/NO SIDEWALK

SOUTH ST

DRIVEWAY

APPROX. R.O.W.

APPROX. R.O.W.

FIG. 1 2-DUCTS

Pig	COMPARISONS								
	4" Quads			5" Quads			6" Quads		
	A Inches	B Inches	A Inches	B Inches	A Inches	B Inches	A Inches	B Inches	
1A	10"	10"	11"	11"	12"	12"	12"	12"	
2	18"	10"	18"	11"	21"	12½"	18"	12½"	
3	22"	10½"	23½"	11"	29"	12½"	27"	12½"	
4	28"	10½"	32½"	11½"	37"	13½"	37"	13½"	
5	22"	16"	18½"	18½"	21"	21"	21"	21"	
6	18"	22½"	25½"	18½"	26"	18½"	26"	18½"	
7	16½"	18½"	32½"	31"	37"	37"	37"	37"	
8	28½"	16½"	32½"	18½"	37"	21"	37"	21"	
9	22½"	25½"	25½"	29"	29"	29"	29"	29"	
10	34½"	16½"	39½"	18½"	49"	21"	49"	21"	
11	16½"	34½"	38½"	39½"	21"	45"	37"	45"	
12	28½"	25½"	32½"	29"	37"	29"	37"	29"	
13	26½"	32½"	25½"	37"	29"	37"	29"	37"	
14	40½"	16½"	46½"	18½"	53½"	21"	53½"	21"	
15	16½"	40½"	46½"	21"	46½"	21"	46½"	21"	
16	18½"	46½"	49½"	19½"	54"	21"	54"	21"	

NOTE:

EVERSOURCE CONSTRUCTION WILL MAINTAIN 18" OF CLEARANCE BY GOING EITHER OVER OR UNDER ANY UTILITIES IT CROSSES.

**AREA WITHIN THIS PARCEL
IS CURRENTLY UNDER
CONSTRUCTION**

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NISTAR ELECTRIC COMPANY, NISTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NISTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT TO MAKE THE MAXIMUM CREDIT ALLOWED BY LAW. YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NISTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

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C# 257-23

Ward #

Work Order # 13877703

Surveyed by: J

Research by: G

Plotted by: JM

Approved Signature: LM

MASS. LAW

**REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233**

INSTAR **EVERSOURCE**
ELECTRIC
and Gas

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of SOUTH ST

NEFDHAM

Showing PROPOSED CONDUIT LOCATION

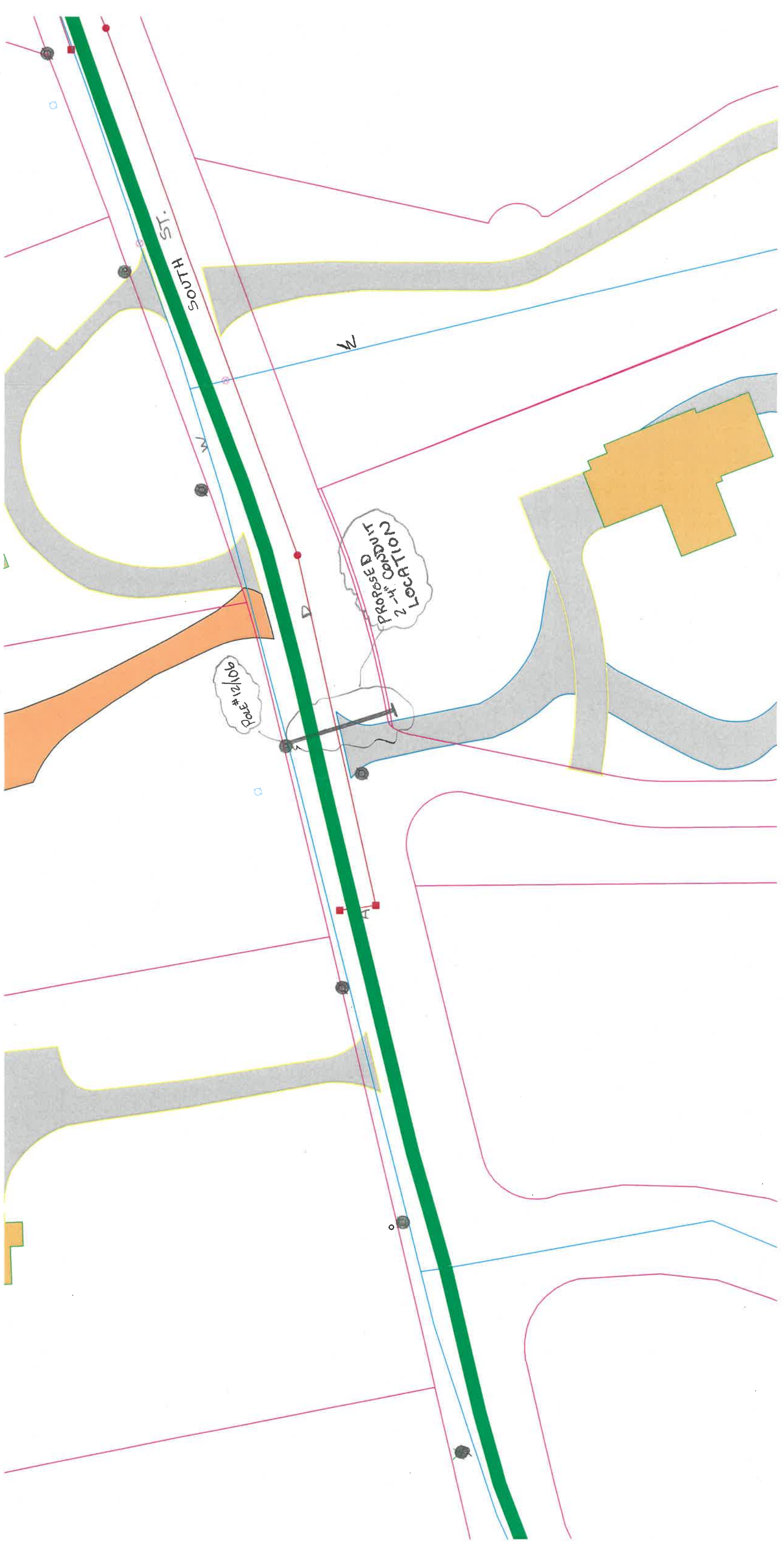
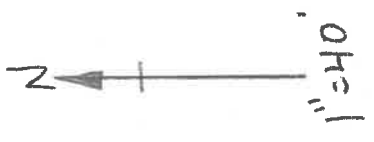
 DRAINAGE THROUGH CONDUIT LOCATION |

Scale	1"=20'	Date	OCTOBER 3, 2023
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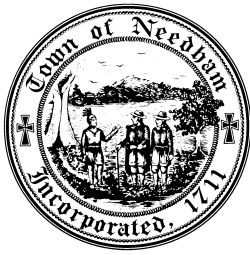
SHEET 1 of 1



SCALE IN FEET







NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:00 p.m. on November 14, 2023 via Zoom and in person at Town Hall, 1471 Highland Avenue, Needham, MA 02492** upon petition of Eversource Energy dated **October 25, 2023** to install approximately 45 feet of conduit in South Street. The reason for this work is to provide service for a new two lot residential development at 920 South Street.

A public hearing is required, and abutters are notified.

If you have any questions regarding this petition, please contact Joanne Callender, Eversource Energy representative at (781) 314-5054.

Marianne Cooley
Kevin Keane
Heidi Frail
Marcus Nelson
Catherine Dowd

SELECT BOARD

You are invited to a Zoom webinar:

<https://us02web.zoom.us/j/89068374046?pwd=UzBqaWlrNWZrSWdCQkp aZklyd1RHQT09>

Passcode: 221095

Webinar ID: 890 6837 4046

Dated: November 6, 2023

920 SOUTH STREET

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/205.0-0007-0000.0	CONNAUGHTON, BRIAN		19 WALSINGHAM ST	NEWTON	MA	02462-
199/205.0-0012-0000.0	PLACE, ERNA S. & ROBERT D.S. TR	ERNA SCHWARTZ PLACE FAMILY TRUS	914 SOUTH ST	NEEDHAM	MA	02492-
199/205.0-0008-0000.0	SILVEIRA, PHILIP &	SILVEIRA, KAREN B	11 MARANT DR	NEEDHAM	MA	02492-
199/205.0-0009-0000.0	LICHTENSTEIN, MARK., TRUSTEE		31 MARANT DR	NEEDHAM	MA	02492-
199/206.0-0018-0000.0	WALKER, DAVID W. &	SCOTT-WALKER, SIMONE	933 SOUTH ST	NEEDHAM	MA	02492-
199/206.0-0017-0000.0	BRACKEN, JONATHAN &	BRACKEN, SARAH	921 SOUTH ST	NEEDHAM	MA	02492-
199/206.0-0020-0000.0	KING, FRANKLIN III &	PANTRIDGE, MARGARET L	945 SOUTH ST	NEEDHAM	MA	02492-

Certified as list of parties in interest under Mass. General Laws and Needham Zoning By-Law, to the Best of our knowledge
for the Needham Board of Assessors.....



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Public Hearing: Eversource Grant of Location – 52 La Salle Road
Presenter(s)	Joanne Callender, Eversource Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Eversource Energy requests permission to install approximately 8 feet of conduit in La Salle Road. The reason for this work is to provide service to 52 La Salle Road. The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, that conduit must be placed at 24" below grade to the top of the conduit.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Select Board approve and sign a petition from Eversource Energy to install approximately 8 feet of conduit in La Salle Road.	
3.	BACK UP INFORMATION ATTACHED
a. DPW Review Sheet b. Letter of Application c. Petition d. Order e. Petition Plan f. Notice Sent to Abutters g. List of Abutters	

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

NEEDHAM, MA 02492 Telephone: (781) 455-7550

www.needhamma.gov/dpw

TO: Emily Meyer, Select Board Office

FROM: DPW Office

DATE:

RE:

For Select Board Meeting of

Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: 10-27-23

REVIEWER: Rajaw.

SITE LOCATION: #52 LASALLE RD.

UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

TAR-11/9/23

☒ A Sidewalk/Grass Strip Crossing Only

Peer Review _____

☐ B Work Within Paved Road Perpendicular Crossing

Peer Review _____

☐ C Work Within a Plaza Area/Landscaped Island/Parallel Along Roadway

Peer Review _____ Div. Head Review _____

☐ D Other

Peer Review _____ Div. Head Review _____

☒ Petition Plan Consistent with Field Review

☐ Old Pole Removed N/A

☒ Diameter of Conduit 3"

☐ Cables Transferred to New Pole N/A

☒ Depth of Conduit

☒ New Riser on Pole No

☒ Utility Conflicts

☒ Visible Trench Patch across Road/Sidewalk No

☒ Crossing Perpendicular to Road

☐ Abutters List Complete

☒ Public Road

☐ Photos Included

☐ Double Pole N/A

Department Head _____

COMMENTS: THE APPLICATION IS IN ORDER PENDING A PUBLIC HEARING-TAR 11/9/23

THIS ONE LOOKS GOOD, NO TRENCH, NO RISER.



180 Calvary Street
Waltham, Ma 02453

October 2, 2023

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: Lasalle Road
Needham, MA
W.O.# 14341621

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 8 feet of conduit in Lasalle Road.

The reason for this work is to provide service to #52 Lasalle Road.

If you have any further questions, contact Joanne Callender at (781) 314-5054. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone
Rights and Permits, Supervisor

RMS/HC
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS AND MANHOLES**

To the **Select Board** of the Town of **NEEDHAM** Massachusetts:

Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **K. Rice, dated September 25, 2023,** and filed herewith, under the following public way or ways of said Town:

**Lasalle Road - Southerly from pole 114/2, approximately 134 feet
east of Webster Street, install approximately 8 feet
of conduit.**

W.O.#14341621

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

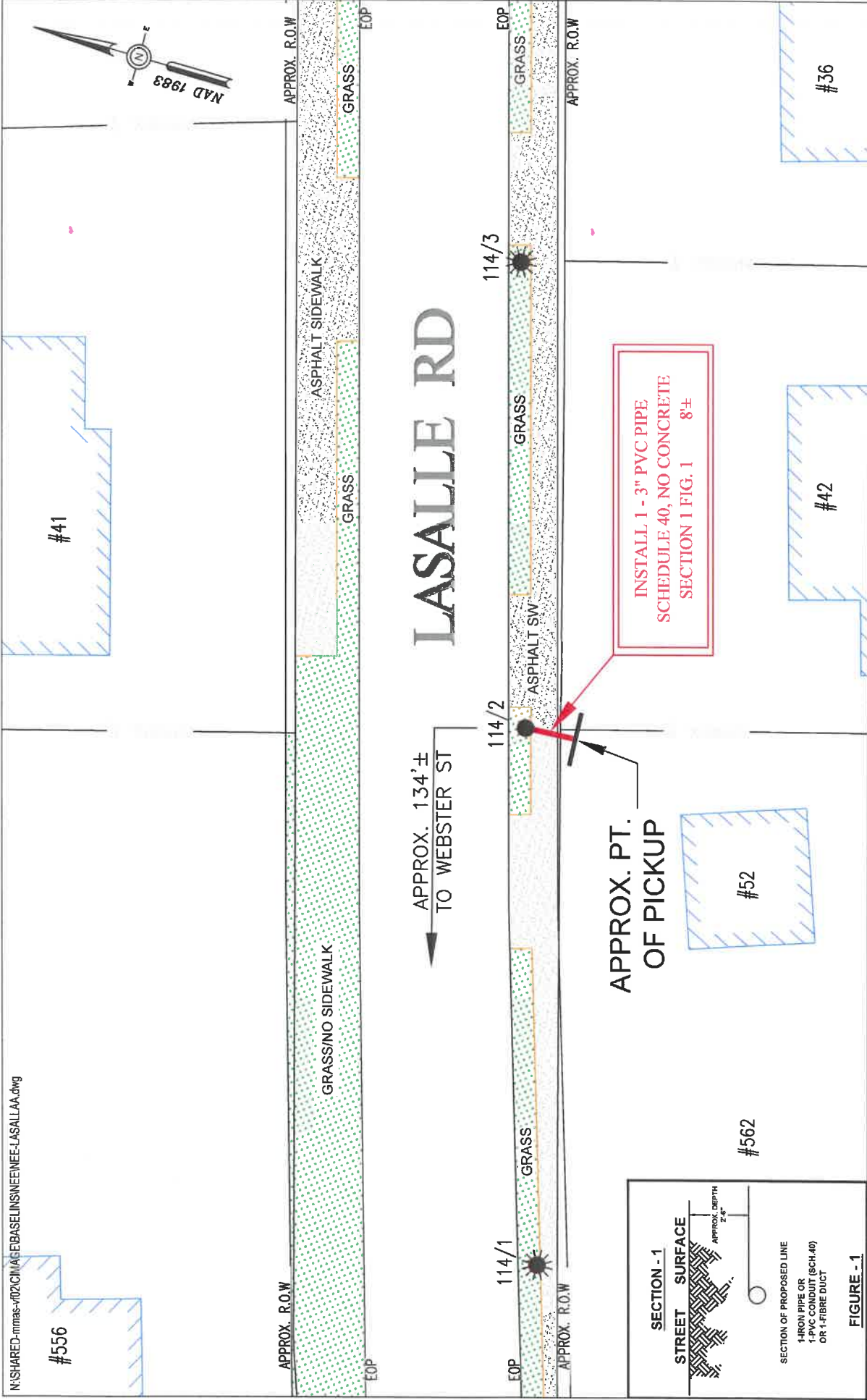
By: *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this 2 day of October

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2023

Attest: _____
Clerk of the Town of **NEEDHAM**, Massachusetts



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MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C# 249-23

Ward #

Work Order # 14341621

Surveyed by: N/A

Research by: GR

Plotted by: LM

Proposed Structures: LM

Approved: K RICE

P#

NSTAR EVERSOURCE
ELECTRIC
d/b/a

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of LASALLE RD

NEEDHAM

Showing PROPOSED CONDUIT LOCATION

Scale 1"=20'

Date SEPTEMBER 25, 2023

SHEET 1 of 1

TOWN OF NEEDHAM, MASSACHUSETTS

Building Inspection Department

Assessors Map & Parcel Number: MAP 55 PCL 97

Building Permit Number: _____

Zoning District: SRB (FORMERLY)

Lot Area: 9042 SF

Address: 44 LASALLE RD (562 WEBSTER ST)

Owner: _____

Builder: (52 LASALLE ROAD)

DEMO PROPOSED PLOT PLAN FOUNDATION ASBUILT / FINAL AS-BUILT

Circle One That Applies
40 Scale

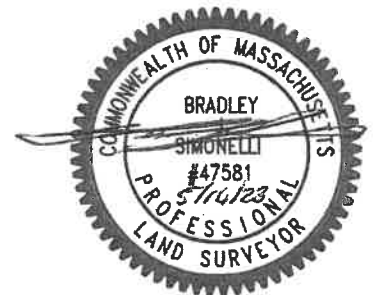
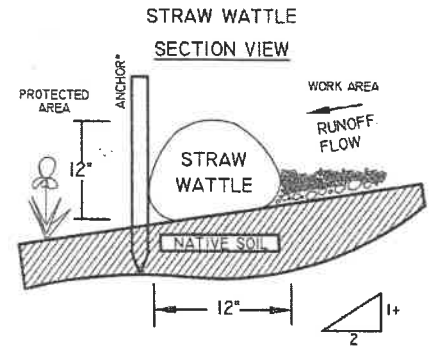
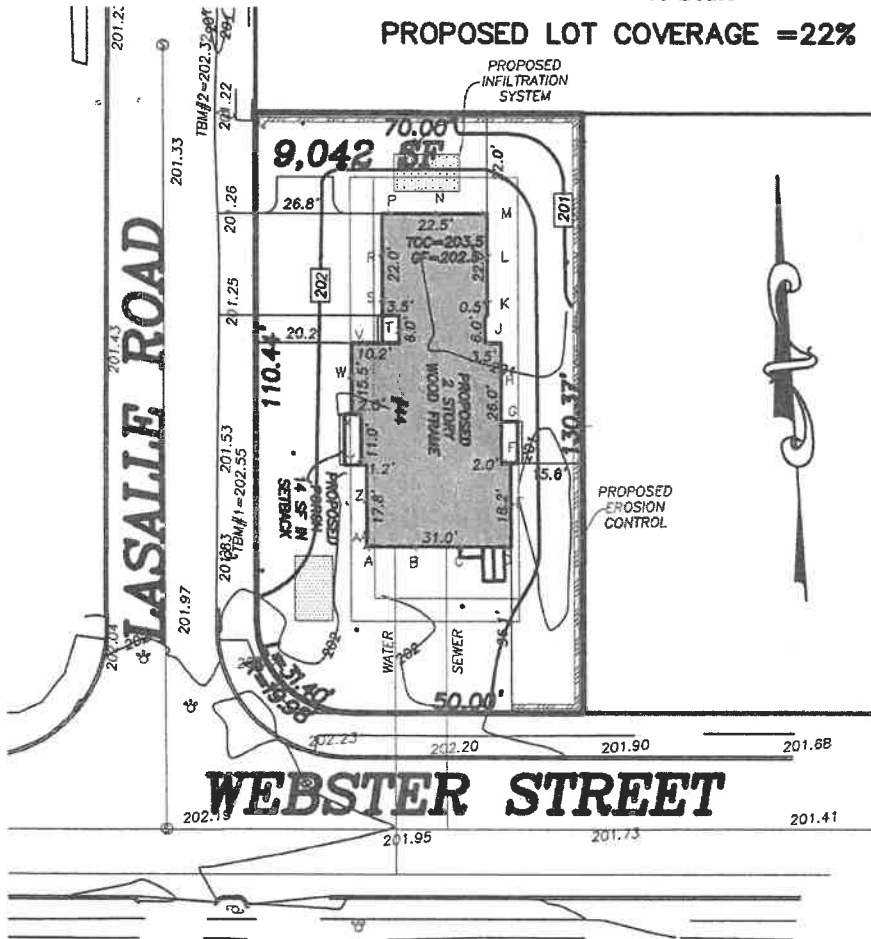
PROPOSED LOT COVERAGE = 22%

Field Resources, Inc.

LAND SURVEYORS

P.O. Box 324 281 Chestnut Street
Auburn, MA 01501 Needham, MA 02492
781 444 5936

office@fieldresources.net



020-23

Note: Plot Plans shall be drawn in accordance with Sections 7.2.1 and 7.2.2 of the Zoning By-Laws for the Town of Needham. All plot plans shall show existing structures and public & private utilities, including water mains, sewers, drains, gaslines, etc.; driveways, septic systems, wells, Flood Plain and Wetland Areas, lot dimensions, lot size, dimensions of proposed structures, sideline, front and rear offsets and setback distances, (measured to the face of structure) and elevation of top of foundations and garage floor. For new construction, lot coverage, building height calculations, proposed grading and drainage of recharge structures. For pool permits, plot plans shall also show fence surrounding pool with a gate, proposed pool and any accessory structures* offsets from all structures and property lines, existing elevations at nearest house corners and pool corners, nearest storm drain catch basin (if any) and, sewage disposal system location areas with no public sewer.

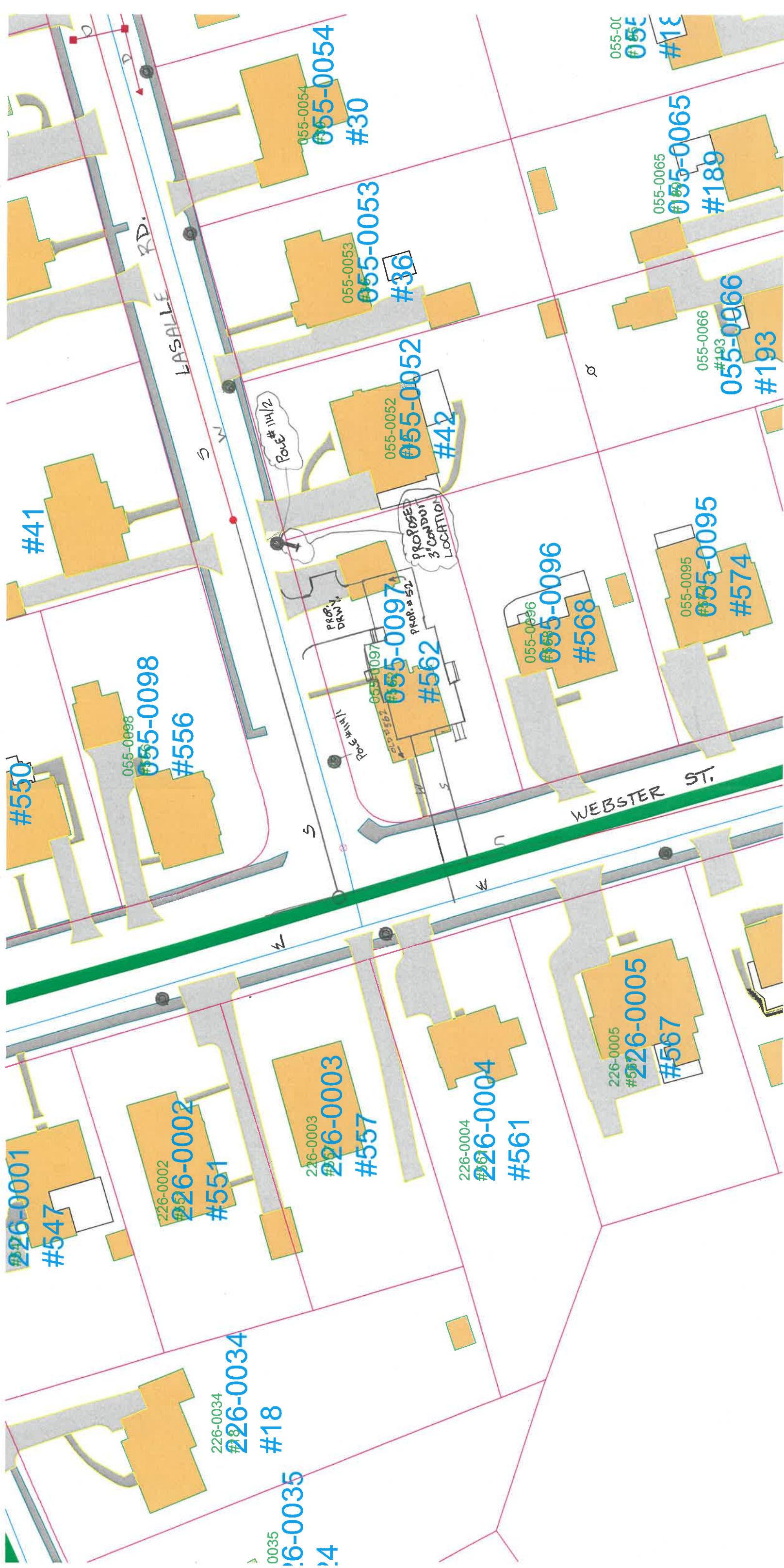
*Accessory structures may require a separate building permit - See Building Code

I hereby certify that the information provided on this plan is accurately shown and correct as indicated.

The above is subscribed to and executed by me this 16TH day of MAY, 2023.

Name: Bradley J. Simonelli, PLS. #47581
Address: 281 Chestnut Street City: Needham
Approved: _____
Approved: _____

Registered Land Surveyor Date: _____
State: MA Zip: 02492 Phone: 781-444-5936
Director of Public Works: Date: _____
Building Inspector: Date: _____

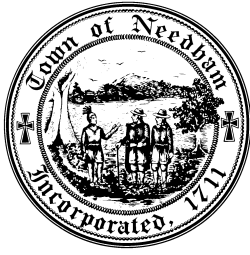




LASALLE ROAD

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/061.0-0017-0000.0	GALLIGAN, PETER A. +	GALLIGAN, MARGARET E	18 HOMESTEAD PK	NEEDHAM	MA	02494-
199/061.0-0018-0000.0	SHAW, RICHARD F. &	SHAW, JENNIFER	24 HOMESTEAD PK	NEEDHAM	MA	02494-
199/061.0-0024-0000.0	MORAN, BRIAN C. &	MORAN, CAITLIN M	53 HOMESTEAD PK	NEEDHAM	MA	02492-
199/061.0-0025-0000.0	BIAGINI, WILLIAM &	BIAGINI, SUSAN	520 WEBSTER ST	NEEDHAM	MA	02492-
199/061.0-0031-0000.0	CHRIST CHURCH OF NEEDHAM		1132 HIGHLAND AVE	NEEDHAM	MA	02494-
199/061.0-0022-0000.0	MCKENNEY, KEVIN B. &	MCKENNEY, KATHERINE G	544 WEBSTER ST	NEEDHAM	MA	02494-
199/061.0-0029-0002.0	BLOCK, MATTHEW &	BLOCK, STEPHANIE	22 HOMESTEAD PK	NEEDHAM	MA	02492-
199/061.0-0015-0000.0	CALMES, SANDRA S		123 MANNING ST	NEEDHAM	MA	02492-
199/061.0-0030-0000.0	NYHEN, MAUREEN A. TR.	NYHEN FAMILY TRUST	25 HOMESTEAD PK	NEEDHAM	MA	02494-
199/061.0-0034-0000.0	KOCHENBACH, CHRISTOPHER &	KOCHENBACH, MARGARET	107 MANNING ST	NEEDHAM	MA	02494-
199/061.0-0014-0000.0	THOMAS, JOAN L. TR	JOAN L. THOMAS REVOCABLE TRUST	117 MANNING ST	NEEDHAM	MA	02494-
199/061.0-0020-0000.0	SYLVIA, BARRY BRIAN &	SYLVIA, MARY E	36 HOMESTEAD PK	NEEDHAM	MA	02494-
199/061.0-0032-0000.0	CURTIN, ROBERT E. TR. &	CURTIN, DOROTHY E. TR	15 HOMESTEAD PK	NEEDHAM	MA	02494-
199/061.0-0016-0000.0	HUBER, DONALD K. &	ABDEEN, AYESHA	129 MANNING ST	NEEDHAM	MA	02492-
199/061.0-0021-0000.0	ROZMAN, MICHAEL &	CASEY, KRISTEN	46 HOMESTEAD PK	NEEDHAM	MA	02494-
199/061.0-0023-0000.0	SCHNEIER, ADAM B. &	SCHNEIER, JENNIFER	54 HOMESTEAD PK	NEEDHAM	MA	02492-
199/061.0-0081-0000.0	COLONNA, CAROLYN &	LANCASTER, DONALD	67 LEXINGTON AVE	NEEDHAM	MA	02494-
199/061.0-0028-0000.0	MEARS, STEPHEN T. &	MEARS, THERESA N	29 HOMESTEAD PK	NEEDHAM	MA	02494-
199/055.0-0059-0000.0	FRANGIE, PETER JOSEPH & JILL	C/O FRANGIE, PETER & JILL TRS	155 MANNING ST	NEEDHAM	MA	02494-
199/055.0-0096-0000.0	HARK, MICHAEL &	HARK, AMANDA	568 WEBSTER ST	NEEDHAM	MA	02494-
199/055.0-0053-0000.0	STROM, MICHAEL &	ROSENBAUM, SOPHIA	36 LA SALLE RD	NEEDHAM	MA	02494-
199/055.0-0057-0000.0	ROGAN, PAUL J.+	ROGAN, MARY ELLEN CARROLL	14 LASALLE RD	NEEDHAM	MA	02494-
199/055.0-0051-0000.0	POMPOSELLI, MICHAEL M. &	POMPOSELLI, MARY E	41 LA SALLE RD	NEEDHAM	MA	02494-
199/055.0-0062-0000.0	GAGE, LAURENCE J. &	GAGE, NICOLE E	171 LINDBERGH AVE	NEEDHAM	MA	02494-
199/055.0-0063-0000.0	OZA, ACHAL &	OZA, SVETA	184 LINDBERGH AVE	NEEDHAM	MA	02494-
199/055.0-0065-0000.0	PALMER, MICHAEL J. &	PALMER, LAUREL B	189 LINDBERGH AVE	NEEDHAM	MA	02494-
199/055.0-0097-0000.0	MACGINNIS, OLAMAE	LASALLE LLC	45 FLINT LOCKE LN	MEDFIELD	MA	02052-
199/055.0-0099-0000.0	WANG, HE &	ZHANG, LIWEI	550 WEBSTER ST	NEEDHAM	MA	02494-
199/055.0-0050-0000.0	KAPLAN, STEVEN K. &	STROM, TERRY L	31 LA SALLE RD	NEEDHAM	MA	02494-
199/055.0-0054-0000.0	KASPIK, SHEILA G		30 LASALLE RD	NEEDHAM	MA	02494-
199/055.0-0066-0000.0	VELEY, KARA C		193 LINDBERGH AVE	NEEDHAM	MA	02494-
199/055.0-0047-0000.0	SGROI, JOHN W. &	SGORI, KAREN	15 LASALLE RD	NEEDHAM	MA	02494-
199/055.0-0046-0000.0	COMPTON, KRISTIN &	COMPTON, THOMAS	11 LA SALLE RD	NEEDHAM	MA	02494-
199/055.0-0052-0000.0	OLEARY DANIEL C &	OLEARY LYNN E S	42 LASALLE RD	NEEDHAM	MA	02494-
199/055.0-0055-0000.0	LOCKHART, GEORGE F &	LOCKHART, JENNIFER C	24 LA SALLE RD	NEEDHAM	MA	02494-
199/055.0-0058-0000.0	MULLIN, PRISCILLA J.		149 MANNING ST	NEEDHAM	MA	02494-
199/055.0-0049-0000.0	ELLMAN, DEBRA A		25 LASALLE RD	NEEDHAM	MA	02494-
199/055.0-0098-0000.0	SHAW, ALLAN R. TR.	ALLAN R SHAW REVOCABLE TRUST	556 WEBSTER ST	NEEDHAM	MA	02494-
199/055.0-0048-0000.0	SMITH, TIMOTHY M. &	SMITH, EILEEN M	21 LASALLE RD	NEEDHAM	MA	02494-
199/055.0-0056-0000.0	TIERNEY, MARGARET A. TR	THE FAMILY SHARE TRUST	18 LASALLE RD	NEEDHAM	MA	02494-
199/055.0-0060-0000.0	KELLY, SAMANTHA &	KELLY, MICHAEL	163 MANNING ST	NEEDHAM	MA	02494-

Certified as list of parties in interest under Mass. General Laws and Needham Zoning By-Law, to the Best of our knowledge
for the Needham Board of Assessors.....



NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:00 p.m. on November 14, 2023 via Zoom and in person at Town Hall, 1471 Highland Avenue, Needham, MA 02492** upon petition of Eversource Energy dated **October 2, 2023** to install approximately 8 feet of conduit in La Salle Road. The reason for this work is to provide service to 52 La Salle Road.

A public hearing is required, and abutters are notified.

If you have any questions regarding this petition, please contact Joanne Callender, Eversource Energy representative at (781) 314-5054.

Marianne Cooley
Kevin Keane
Heidi Frail
Marcus Nelson
Catherine Dowd

SELECT BOARD

You are invited to a Zoom webinar:

<https://us02web.zoom.us/j/89068374046?pwd=UzBqaWlrNWZrSWdCQkp aZklyd1RHQT09>

Passcode: 221095

Webinar ID: 890 6837 4046

Dated: November 6, 2023

LASALLE ROAD

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/055.0-0044-0000.0	KANE, NANCY P		139 MANNING ST	NEEDHAM MA	02494-	
199/055.0-0064-0000.0	DEROIAN, STEVEN L. &	DEROIAN, PATRICIA J	185 LINDBERGH AVE	NEEDHAM MA	02494-	
199/061.0-0026-0000.0	BERG, MICHAEL B. &	LIN, LINDA	514 WEBSTER ST	NEEDHAM MA	02494-	
199/055.0-0094-0000.0	FISSLER, CHRISTINA J		203 LINDBERGH AVE	NEEDHAM MA	02494-	
199/061.0-0027-0000.0	WOOD, MARYANN P. +	WOOD, JONATHAN H	41 HOMESTEAD PK	NEEDHAM MA	02494-	
199/055.0-0061-0000.0	BRADY, JAMES P. &	BRADY, SUSAN M	165 LINDBERGH AVE	NEEDHAM MA	02494-	
199/061.0-0019-0000.0	SOLOMON, JEFFREY S. &	WEINSTOCK, RACHEL A	30 HOMESTEAD PK	NEEDHAM MA	02494-	
199/061.0-0029-0001.0	MARCUS, DAVID F. &	MARCUS, DEBORAH L	35 HOMESTEAD PK	NEEDHAM MA	02494-	
199/055.0-0095-0000.0	BATTISTA, MICHAEL		574 WEBSTER ST	NEEDHAM MA	02494-	
199/061.0-0033-0000.0	LEMON, KATHERINE P. &	EDWARDS, KATHERINE E	4300 DUNLAVY ST. APT 3	HOUSTON TX	77006-	

Certified as list of parties in interest under Mass. General Laws and Needham Zoning By-Law, to the Best of our knowledge
for the Needham Board of Assessors.....



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Public Hearing Recycling and Transfer Station User Fees and Charges
Presenter(s)	Solid Waste Disposal & Recycling Advisory Committee David Davison, Deputy Town Manager/Finance Carys Lustig, Director of Public Works Cecilia Simchak, Assistant Director of Finance Matthew DeMarrais, Superintendent of the Recycling & Solid Waste Division

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Staff will review the recommended changes to the scale rates with the Select Board. The Solid Waste Disposal & Recycling Advisory Committee met on October 17, 2023 and voted to recommend that the Select Board adopt the scale rate structure that would have an increase in rates phased in. The increase would take effect on January 1, 2024, and the second phase would become effective July 1, 2024. It is anticipated that the Select Board will vote on the revised rates at its meeting on November 28, 2023.	
2.	VOTE REQUIRED BY SELECT BOARD
N/A – Discussion Only	
3.	BACK UP INFORMATION ATTACHED
a. Legal Notice b. Memo c. Recycling and Transfer Station User Fees and Charges Proposed Schedule Presentation	

LEGAL NOTICE

TOWN OF NEEDHAM SELECT BOARD HEARING

The Needham Select Board will hold a hearing on Tuesday, November 14, 2023 at 6:00 p.m. in the Needham Town Hall, 1471 Highland Avenue, Needham, Massachusetts 02492. The purpose of the hearing will be to provide the public with an opportunity to comment on any proposed changes to the recycling and transfer station user fees and charges. In addition, written comments may be sent to the Select Board, Town Hall, 1471 Highland Avenue, Needham, Massachusetts 02492 or may be emailed to selectboard@needhamMA.gov



TOWN OF NEEDHAM
1471 Highland Avenue,
Needham, MA 02492
Telephone (781)455-7500 www.needhamma.gov

To: Select Board
From: Cecilia Simchak, Assistant Director of Finance
Date: November 9, 2023
CC: Dave Davison, Deputy Town Manager/Director of Finance
Carys Lustig, Director of Public Works
Shane Mark, Assistant Director of Public Works
Matt DeMarrais, Superintendent of Recycling & Solid Waste
Justin MacGregor, Assistant Superintendent of Recycling & Solid Waste

A public hearing has been scheduled for the Board's meeting on November 14, 2023, and the final rates are proposed to be set at the Board's November 28, 2023 meeting. The Solid Waste and Recycling Advisory Committee met on October 17, 2023 to reevaluate and revise the previous proposed over the scale tipping fees based on feedback at the prior Select Board meeting.

After much discussion, it was proposed there be two tiers in the new fee structure. Tier One would be for commercial haulers who pick up in Needham. Tier Two is for all others. The revised fee proposal is, effective January 1, 2024, Needham Pick Up (Tier One) would increase to \$160 per ton and All Others (Tier Two) would increase to \$180 per ton. Effective July 1, 2024, Needham Pick Up (Tier One) would increase to \$180 per ton and All Others (Tier Two) would increase to \$220 per ton. The Solid Waste and Recycling Advisory Committee would then reevaluate the fees prior to July 1, 2025.

The current contract for municipal solid waste disposal expires June 30, 2028. It is anticipated that there will be a substantial increase in the cost of disposal at this time. Included with this memo is a presentation provided by the Department of Public Works to the Solid Waste and Recycling Advisory Committee regarding background information on the proposed fee increase.

The Select Board will hear from staff, the Solid Waste and Recycling Advisory Committee, and the public about the proposal. The Board will be asked whether to move forward with the new fee proposal. The new fees would be effective January 1, 2024.

We will be at the meeting along with members of the Solid Waste and Recycling Advisory Committee to discuss the recommendations and to answer any questions you may have. Please feel free to contact me if you have any questions beforehand.

Over the Scale Tipping Fee Increase Proposals

Carys Lustig, Director of Public Works

Matt DeMarrais, Superintendent of Solid Waste and Recycling

Cecilia Simchak, Assistant Finance Director

Why no increase for 10 years?

- In 2014 the Town renegotiated the 20 year contract (2008-2028) with consortium partners
 - Lowering the Town's tipping fee by about 15%
 - The Current tipping fee is \$77.78, 1st time it has exceeded 2015 rate
- The increase in the Town's tipping fee is based on an index and with low inflation, not market conditions
- In 2019 costs for staffing and materials costs had increased, but not Town's tipping fee at Wheelabrator, evaluating increase at this time
- In 2021 saw increased commercial use that put significant pressure on RTS operations and evaluated neighboring facilities and determined we were the lowest
- Due to pressures on all economic sectors during COVID all increases were frozen until a clearer picture of how the economy would survive became clear

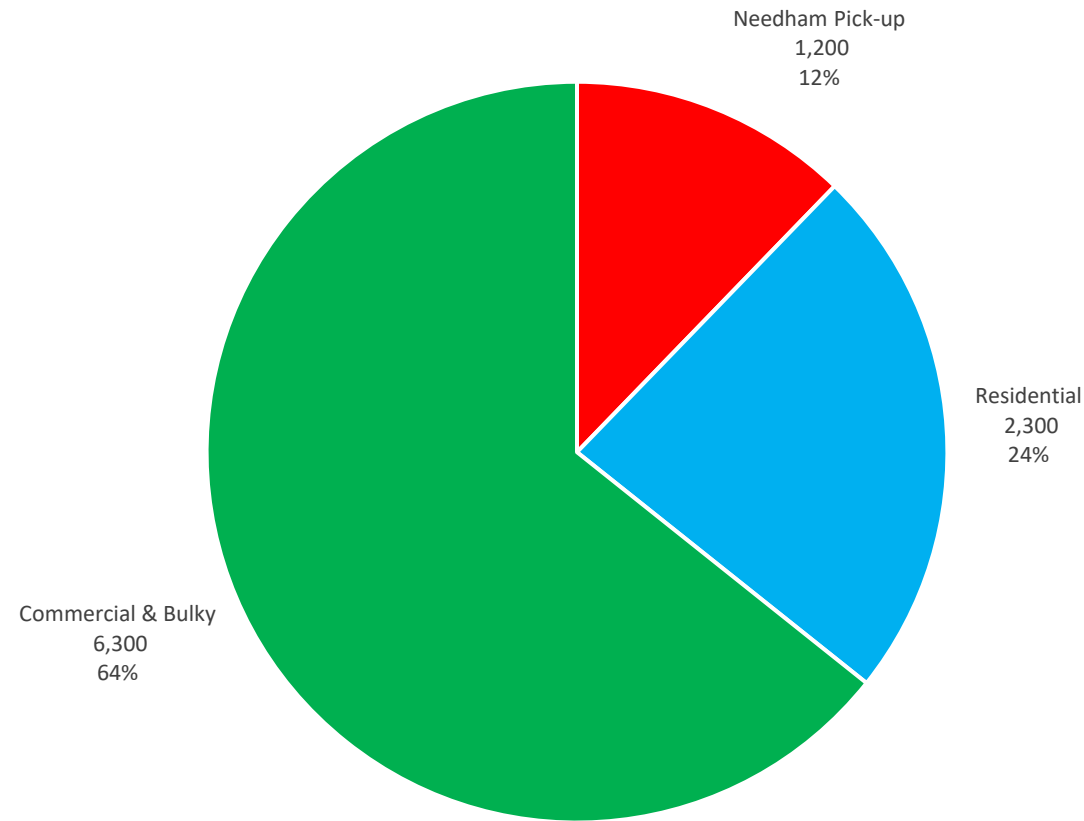
Purpose of Increase

- Influx of commercial customers
 - Closures of neighboring facility
 - Our rate fell below general market
 - Increase in customers services at the facility
- Prepare for increase in MSW tipping costs
 - New contract upcoming in July 1, 2028
 - Market conditions indicate that there will be a significant increase in cost for tipping to the Town at this time
 - Increasing fees now will lessen the gap with the new agreement that needs to be made
- Major function of RTS in Needham is to provide residential trash service
 - Additional services to commercial community should be done at a premium to offset the high cost of processing these materials
 - Not the intention of the tax levy to subsidize commercial operations

Dividing Existing Commercial into 2 Separate Commercial Rates

- Commercial Entities that Perform Back-Door Customer Service
 - Can easily separate the 4 back-door haulers who provide service to Needham from the commercial waste stream
 - Unable operationally to separate the over the scale waste stream any further than this
- Main area of concern heard at public hearing was from these small local vendors who are concerned about competing with larger hauling operations and residents who are concerned about rate increases for their services

Breakdown of Municipal Waste in Tons (Rounded 2023 Data)



Current Fee Structure

- \$140/ton – Over the Scale
- \$138/ton – Estimated Average Revenue from Pay-As-You-Throw Trash Bags

3 Options for Consideration

	original		Option 1		Option 2		Option 3	
			10%		15%		Two Year Phase	
Effective	Needham Pick up	All Others	Needham Pick up	All Others	Needham Pick up	All Others	Needham Pick up	All Others
1/1/2024	\$200	\$200	\$154	\$180	\$161	\$190	\$160	\$180
7/1/2024			\$169	\$198	\$185	\$219	\$180	\$220

Revenue Estimates with Options Update

1/1/2024		Current	%	Original Proposal	%	Option 1	%	Option 2	%	Option 3	%
	Residential	\$317,400	23%	\$317,400	17%	\$317,400.00	19%	\$317,400.00	19%	\$317,400.00	19%
	Needham Pick-up	\$168,000	12%	\$240,000	13%	\$184,800	11%	\$193,200	11%	\$192,000	12%
	Commercial & Bulky	\$882,000	65%	\$1,260,000	69%	\$1,134,000	69%	\$1,197,000	70%	\$1,134,000	69%
		\$1,367,400		\$1,817,400		\$1,636,200		\$1,707,600		\$1,643,400	
7/1/2024		Current	%	Original Proposal	%	Option 1	%	Option 2	%	Option 3	%
	Residential	\$317,400	23%	\$317,400	17%	\$317,400.00	18%	\$317,400.00	17%	\$317,400.00	17%
	Needham Pick-up	\$168,000	12%	\$240,000	13%	\$203,280	11%	\$222,180	12%	\$216,000	11%
	Commercial & Bulky	\$882,000	65%	\$1,260,000	69%	\$1,247,400	71%	\$1,376,550	72%	\$1,386,000	72%
		\$1,367,400		\$1,817,400		\$1,768,080		\$1,916,130		\$1,919,400	

SWRAC Recommendations

- Endorse Option 3
 - January 1, 2024
 - \$160/ton - Needham Weekly Pick-up Service
 - \$180/ton – Bulky and Commercial
 - July 1, 2024
 - \$180/ton – Needham Weekly Pick-up Service
 - \$220/ton – Bulky and Commercial
- Reasons
 - Needham Weekly Pick-up such a small percentage of service, and commercial becoming such a large percentage, trying to ensure that RTS services primary mission of serving residents and secondary mission of providing additional services to offset costs of running the facility
 - Indexing to a fixed percentage could provide false sense of inflation to customers and will likely not carry through new MSW contracts
- Moving Forward
 - Re-evaluate all fees in the Spring for recommendations for implementation in July based on market conditions, anticipated to be very variable as new contract is being negotiated



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Application for a Change of Manager for an All-Alcohol License – Needham Lending Company, LLC d/b/a Sheraton Boston Needham Hotel
Presenter(s)	Brian McGrath, Proposed Manager of Record

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Sheraton Boston Needham Hotel, 100 Cabot Street, has submitted an application for a Change of Manager. Our review indicates that Mr. McGrath meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol. The requisite filing materials appear to be in order.
2.	VOTE REQUIRED BY SELECT BOARD
	<i>Suggested Motion:</i> Move that the Select Board, as Liquor Licensing Authority, approve and sign an application for a Change of Manager to Brian McGrath for Sheraton Boston Needham Hotel, 100 Cabot Street, Needham and to forward this application to the ABCC for approval.
3.	BACK UP INFORMATION ATTACHED
	a. Amendment Application for a Change of Manager b. Applicant Statement c. Entity Vote d. Payment Receipt All other documents related to these transactions are on file in the Office of the Town Manager.



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

AMENDMENT-Change of Manager

**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL
LICENSING AUTHORITY.**

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

**PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE
PAYMENT RECEIPT**

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

06755-HT-0770

ENTITY/ LICENSEE NAME

Needham Lending Company LLC DBA Sheraton Boston Needham Hotel

ADDRESS

100 Cabot Street

CITY/TOWN

Needham

STATE

MA

ZIP CODE

02494

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| ☐ New License | ☐ Change of Location | ☐ Change of Class (i.e. Annual / Seasonal) | ☐ Change Corporate Structure (i.e. Corp / LLC) |
| ☐ Transfer of License | ☐ Alteration of Licensed Premises | ☐ Change of License Type (i.e. club / restaurant) | ☐ Pledge of Collateral (i.e. License/Stock) |
| ☒ Change of Manager | ☐ Change Corporate Name | ☐ Change of Category (i.e. All Alcohol/Wine, Malt) | ☐ Management/Operating Agreement |
| ☐ Change of Officers/
Directors/LLC Managers | ☐ Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | ☐ Issuance/Transfer of Stock/New Stockholder | ☐ Change of Hours |
| | ☐ Other | | ☐ Change of DBA |

**THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS
APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL**

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

AMENDMENT-Change of Manager

☒ **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Needham Lending Company LLC	Needham	06755-HT-0770

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Brian McGrath	Managing Director	[REDACTED]	[REDACTED]

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	Brian McGrath	Date of Birth	[REDACTED]	SSN	[REDACTED]
Residential Address	[REDACTED]				
Email	[REDACTED]	Phone	[REDACTED]		
Please indicate how many hours per week you intend to be on the licensed premises		60	Last-Approved License Manager		
			Shawn Rodriquez		

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen? ☒ Yes ☐ No *Manager must be U.S. citizen
If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.
Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No
If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
7-1-16	8-31-23	Regional VP of Operations	StepStone Hospitality	Blair Wills
7-1-13	6-30-16	General Manager	StepStone Hospitality	David Butler

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature [Signature] Date 10/5/23

APPLICANT'S STATEMENT

I, Brian McGrath the: ☐ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP manager
Authorized Signatory
of Needham Lending Company LLC DBA She
Name of the Entity/Corporation

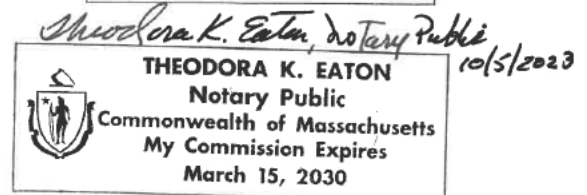
hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: [Signature]
Title: Managing Director

Date: 10-5-23



ENTITY VOTE

The Board of Directors or LLC Managers of

Needham Lending Company, LLC DBA Sheraton Boston Needham

Entity Name

duly voted to apply to the Licensing Authority of

Needham

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

10/20/2023

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize

Brian McGrath

Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint

Brian McGrath

Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,

Corporate Officer / LLC Manager Signature

Kyle Volluz

(Print Name)

For Corporations ONLY

A true copy attest,

Corporation Clerk's Signature

(Print Name)

From: [Jasleen Shah](#)
To: [Emily Meyer](#)
Cc: [Brian McGrath](#)
Subject: FW: Receipt from nCourt
Date: Tuesday, October 17, 2023 12:06:47 PM
Attachments: [image001.png](#)

Hi Emily,
Please see below the receipt for the payment made to the ABCC for the change of manager.
Thank you



Jasleen Shah
Director of Finance

Sheraton Boston Needham Hotel
100 Cabot Street
Needham, MA 02494
[//Marriott.com/BOSSI](https://Marriott.com/BOSSI)

From: customerservice@nCourt.com <customerservice@nCourt.com>
Sent: Monday, October 2, 2023 11:10 AM
To: [REDACTED]
Subject: Receipt from nCourt

YOUR RECEIPT >>

Please include the payment receipt with your application. Thank you.

Paid To
Name: Massachusetts Alcoholic Beverages Control Commission - Retail
Address 1: 95 Fourth Street, Suite 3
City: Chelsea
State: Massachusetts
Zip: 02150

Payment On Behalf Of	
First Name: Jasleen	Last Name: Shah
Address 1: [REDACTED]	
City: [REDACTED]	State/Territory: MA
Phone: [REDACTED]	Zip: 02766

Description	ID	Service Fee	Amount
FILING FEES-RETAIL	Needham Lending Company LLC	\$0.00	\$200.35

Receipt Date: 10/2/2023 11:10:08 AM EDT
Invoice Number: 47b001c0-b5c3-4302-a313-bee0c9a74572

Total Amount Paid: **\$200.35**

Billing Information	Credit / Debit Card Information
First Name Jasleen	Card Type Checking

Last Name	Shah	Card Number	*****5318
Address 1	100 Cabot Street		
City	Needham		
State/Territory	MA		
Zip	02494		
Email			

IMPORTANT INFORMATION >>

Please include the payment receipt with your application. Thank you.

Please verify the information shown above. Your payment has been submitted to the location listed above.



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/23

Agenda Item	Healthy Aging Assessment and Community Health Assessment Presentation
Presenter(s)	Julie McCarthy, Epidemiologist/Data Analyst Tiffany Benoit, Assistant Director of Public Health Timothy McDonald, Director of Health and Human Services

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Julie McCarthy, Epidemiologist/Data Analyst for the Public Health Division, will provide a presentation to the Select Board which includes an overview of the Summer 2022 Healthy Aging Assessment and key data from the Community Health Assessment (CHA). The CHA is a report compiling health-related data on Needham residents. It is a requirement to achieve accreditation through the Public Health Accreditation Board and helps the Public Health Division determine health priorities which will be included in the Division's 5-year Strategic Plan and Community Health Improvement Plan (CHIP).	
2.	VOTE REQUIRED BY SELECT BOARD
N/A- Discussion Only	
3.	BACK UP INFORMATION ATTACHED
a. Slide Presentation for Healthy Aging Assessment and Community Health Assessment	



HEALTHY AGING ASSESSMENT AND COMMUNITY HEALTH ASSESSMENT (CHA)

Public Health Division
Presentation to Select Board 11/14/23
Julie McCarthy, Epidemiologist

FIRST STEP: HEALTHY AGING ASSESSMENT

- Survey (online and paper copies), 4 focus groups, 23 key informant interviews
- 69 survey questions across 9 domains
- 738 respondents (up from 650 in 2016!)
 - Approximately 10% percent of 60+ population
- Average age: 73 (range: 60-99)
- **Limitations:**
 - Survey was translated into Mandarin and Russian but focus groups were not offered in these languages
 - Survey did not include questions directly related to diversity, equity, and inclusion
 - Black, Hispanic, and Asian residents were largely under-represented among survey respondents while white residents were over-represented
 - Due to time, staffing, and resource constraints, there were some community groups or possible key informants who may not have been included

THEMES/IMPORTANT TAKEAWAYS

- Strengths of aging in Needham
 - **Services**
 - Library, Center at the Heights
 - Meal deliveries (Aging Services, Traveling Meals)
 - Transportation services (Aging Services, Community Council)
 - Public Health Division's vaccination services
 - Collaboration and commitment
- Challenges to aging in Needham
 - **Housing**
 - **Cost of living**
 - Food security
 - Feeling devalued
 - **Transportation and driving**
 - Connections and isolation
 - Communication technology
 - Programs geared towards the "older" seniors
 - Accommodating pedestrians

COMMUNITY HEALTH ASSESSMENT DATA SOURCES



Needham Public Health Division



ABOUT THE CHA

Structure:

- Utilized the priority areas found in the most recent BID-N Community Health Needs Assessment (CHNA):
 - Social Determinants of Health
 - Equitable Access to Care
 - Mental Health and Substance Use
 - Complex and Chronic Conditions

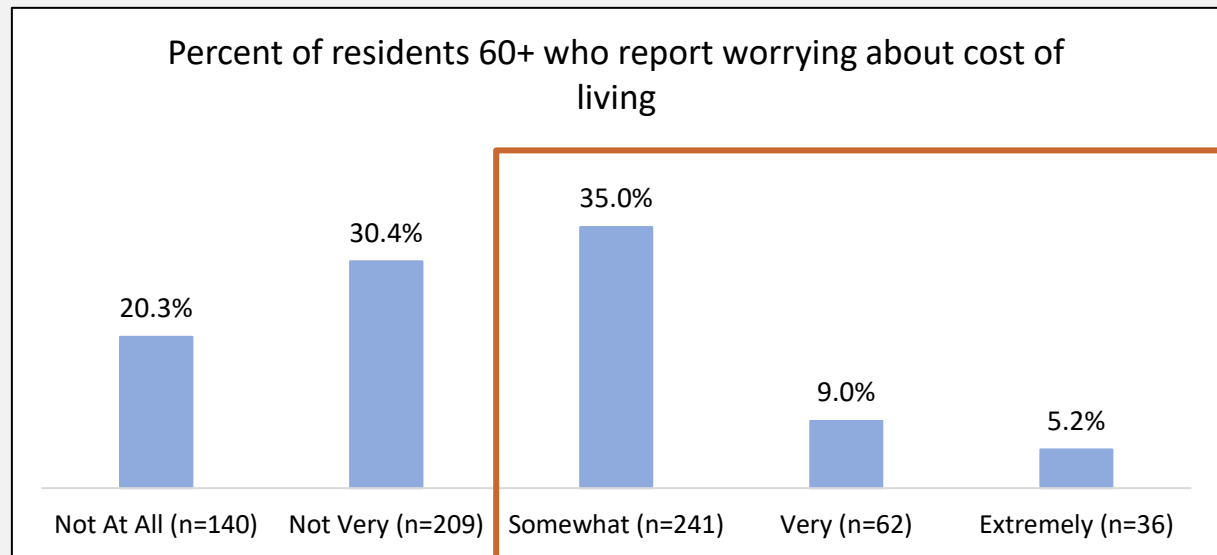
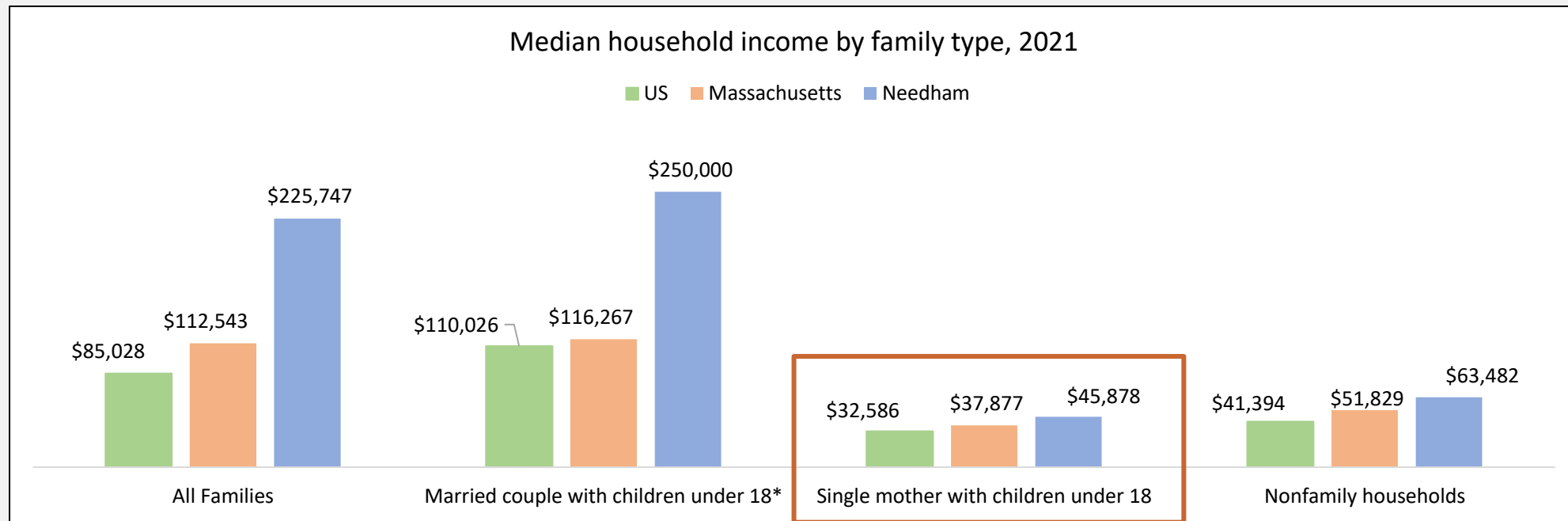
Some limitations:

- Missing data on residents ages 18-59!!
 - A community health survey would help us obtain data on these residents
- Up-to-date data collected by the MA DPH can be difficult to obtain (this is improving!)

SOCIAL DETERMINANTS OF HEALTH

“Non-medical factors that influence health outcomes. They are the conditions in which people are born, grow, work, live, and age, and the wider set of forces and systems shaping the conditions of daily life. ”

INCOME



“Many seniors need help and financial assistance paying bills, utilities, rent, food, transportation...it’s an awful situation growing older, living alone, without financial security...”

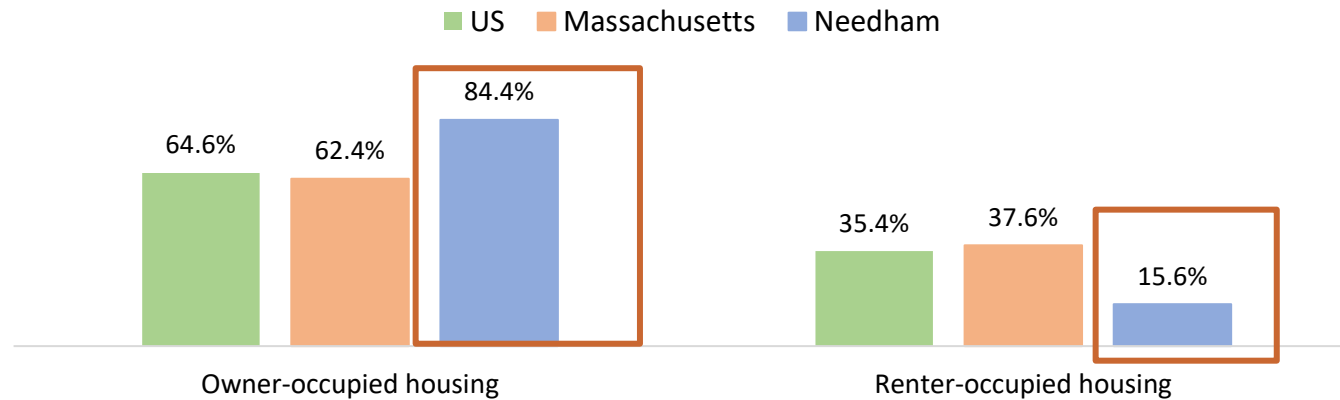
“I like living here very much but I could never afford to rent an apartment or buy a house on my own.”

“Needham is unaffordable to those who wish to age in place.”

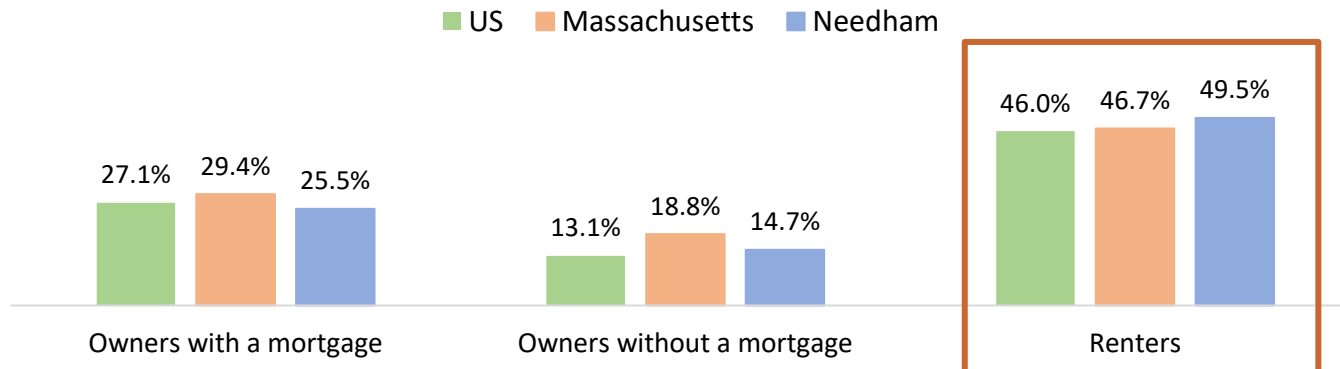
“The cost of living in Needham has risen substantially. I cannot afford to make repairs to my home.”

HOUSING

Percent of owner vs. renter-occupied households, 2021



Percent of cost burdened households by owner vs. renter status, 2021



Facet of Needham-Needham Community Survey	% Positive
Cost of living	20%
Availability of affordable quality housing	17%
Variety of housing options	25%

“...I love Needham, but I feel there are very few options when one decides that one wants to downsize.”

*“...Small homes are becoming scarcer.
Seniors don’t need or want huge, expensive homes”*

“I would like to remain in Needham, but there is no housing available.”

“Needham lacks affordable housing for those who would like to downsize.”

TRANSPORTATION

Transportation methods for Needham residents 60+ (n=655)	Never	Rarely	Sometimes	Very Often
Drive self	10.2%	1.2%	4.6%	84.0%
Walk	26.6%	16.9%	33.3%	23.2%
Have others drive	45.2%	24.6%	20.6%	9.6%
Use ride-sharing service like Uber or Lyft	69.3%	18.3%	9.2%	3.2%
Ride a bike	78.6%	10.1%	8.1%	3.2%
Use public bus or shuttle	82.1%	12.5%	4.7%	0.6%
Take a taxi or cab	82.9%	12.7%	3.8%	0.6%
Special transportation service	93.4%	3.2%	2.4%	0.9%

Importance of community transportation resources to Housing Authority Assessment respondents

■ Unfamiliar ■ Not ■ Fairly ■ Very

Transportation options by Springwell, Inc.

56% 11% 12% 21%

Needham medical taxi ride program

51% 8% 17% 24%

Transportation options by the Needham Community Council

42% 8% 20% 30%

Van operated by Center at The Heights

39% 7% 20% 34%

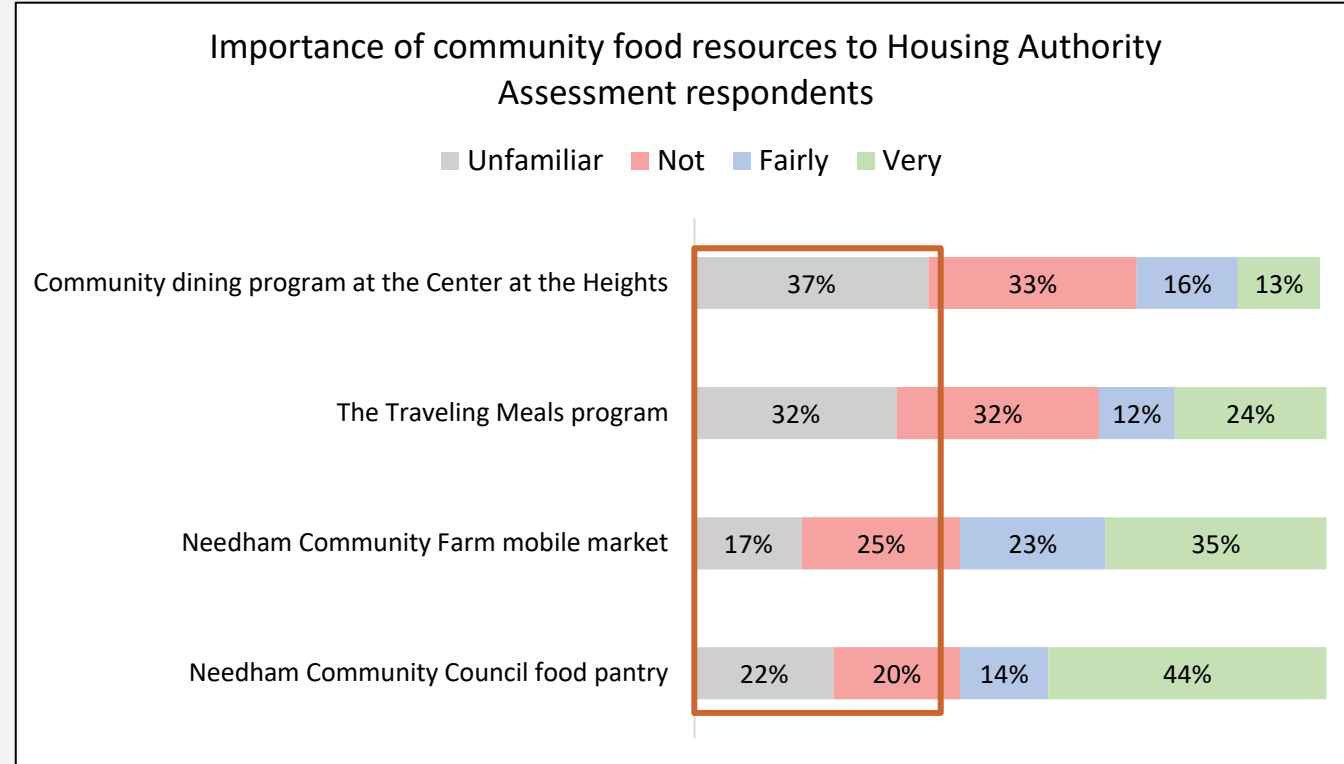
“I am very concerned that when I cannot drive, transportation is very limited”

“Seabeds is not conveniently located. It is nearly two miles out of Needham Center.”

“The lonely elderly need help when they live alone, can’t get out, can’t get to the Senior Center. Some are very lonely, lacking human interaction, medical attention, not eating adequately, and are depressed”

FOOD ACCESS AND FOOD SECURITY

Food Access for Needham residents 60+	Number	Percentage
You had difficulty finding the kind of food that you wanted	84	12.2%
You had difficulty getting transportation to the grocery store	37	5.4%
You had difficulty having groceries delivered	34	5.0%
Food Preparation for Needham residents 60+		
You were not able to prepare or cook food because of health problems	52	7.6%
Food security for Needham residents 60+		
You felt that you couldn't afford to eat balanced meals	31	4.5%
You worried that your food would run out before you could get more	26	3.8%
Each row was asked as a Yes/No question. Percentages represent "Yes" responses.		



“I think that the price of groceries in Needham for people living on a fixed income is ridiculous. Need more options.”

EQUITABLE ACCESS TO CARE

Health and Wellness	% Positive
Availability of affordable quality health care	78%
Availability of preventative health services	82%
Availability of affordable quality mental health care	55%

Difficulty Accessing Health Care in Past 6 Months for residents 60+ (n=666)	Number	Percentage
Did not need health care	58	8.7%
No difficulty accessing health care	478	71.8%
Had trouble accessing health care	130	19.5%
Missing	72	-

Reported difficulty doing errands such as visiting your doctor's office or shopping for Housing Authority residents	Number	Percentage
No	71	65.7%
Yes	37	34.3%
Missing	7	-

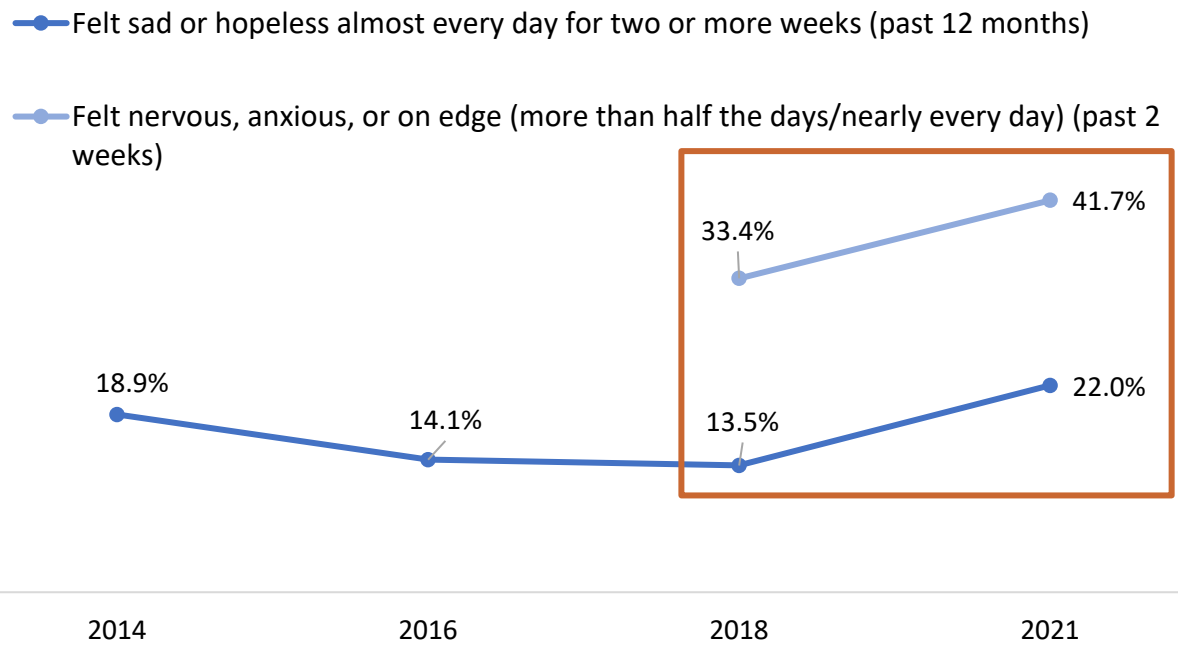
“Wish I had transportation to doctors appointments outside Needham into Boston”

“The elderly need rides to appointments”

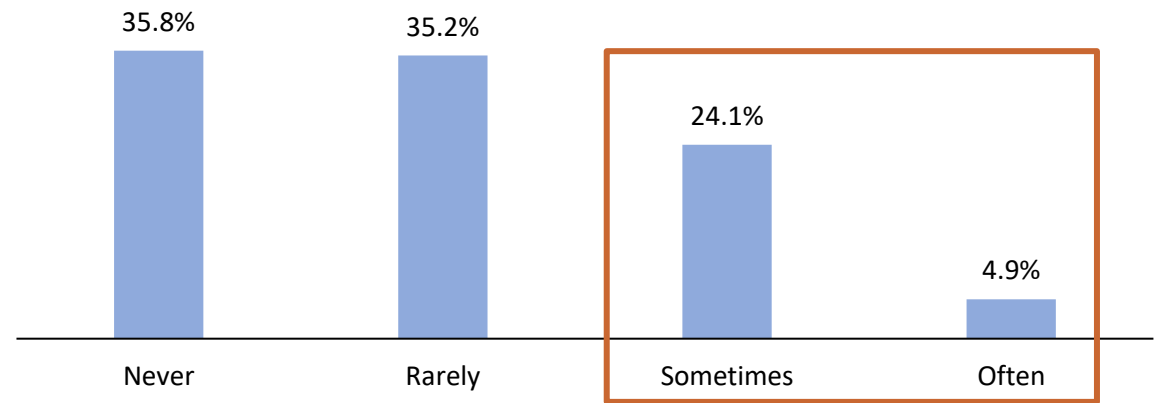
MENTAL HEALTH AND SUBSTANCE USE

MENTAL HEALTH

Percentage of Needham High School students reporting depression or anxiety symptoms, 2021



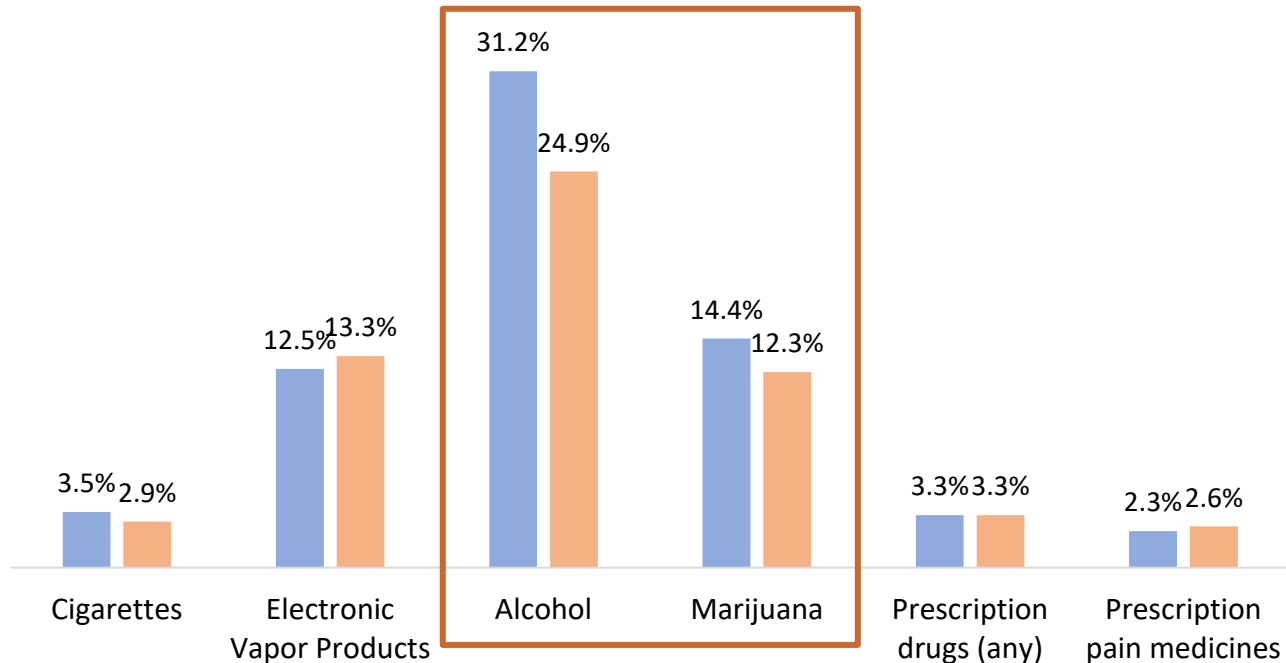
Percentage of Healthy Aging Survey Respondents Reporting Feeling Isolated or Lonely



SUBSTANCE USE

Percent of Needham High School students reporting substance use in the last 30 days, 2021

■ Needham ■ MetroWest Region



	Adults Age 18+ Binge Drinking in the Past 30 Days
Needham	17.70%
Massachusetts	16.76%
United States	15.50%

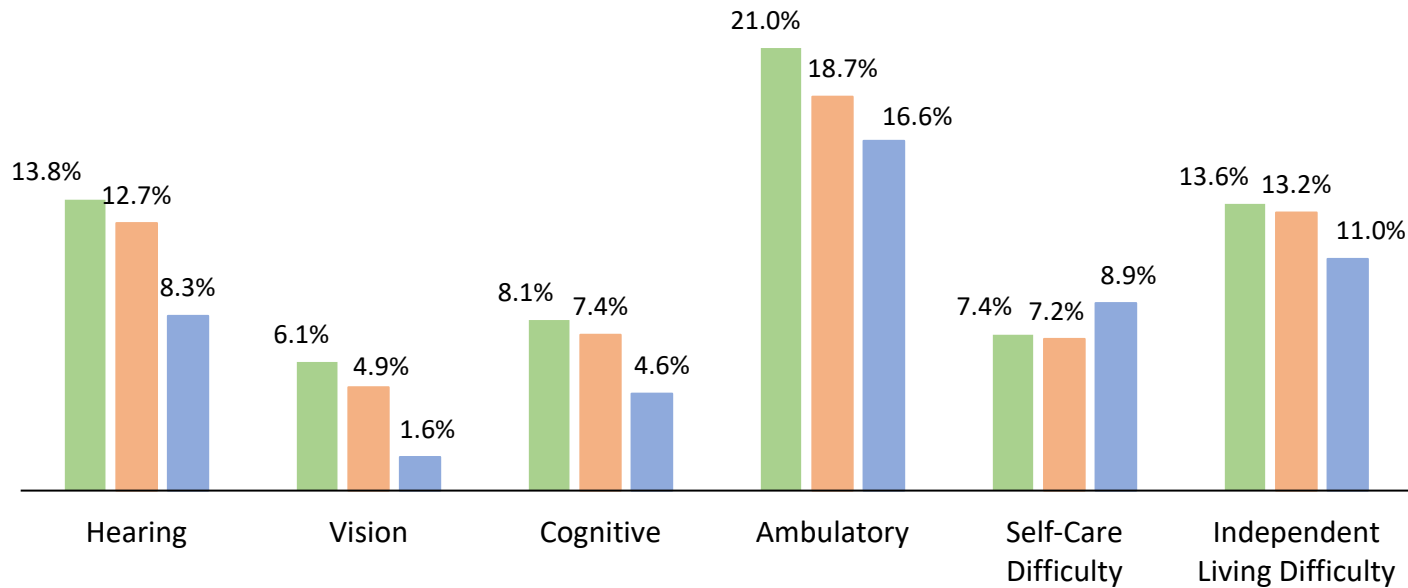
Needham drug overdose data (Police)	2020	2021	2022
Opioid related overdose deaths	2	3	1
Total suspected drug overdoses	12	17	9
Opiate drug overdoses	6	8	3
Non-opiate drug overdoses	6	9	6

COMPLEX AND CHRONIC DISEASES

DISABILITY STATUS

Disability status of population ages 65 Years and over, by disability type

■ US ■ Massachusetts ■ Needham



Reported difficulty walking or climbing stairs by Housing Authority Residents (n=107)	Number	Percentage
No	54	50.5%
Yes	53	49.5%
Missing	8	-

“I walk home for exercise. My back sometimes acts up, but benches seem rare.”

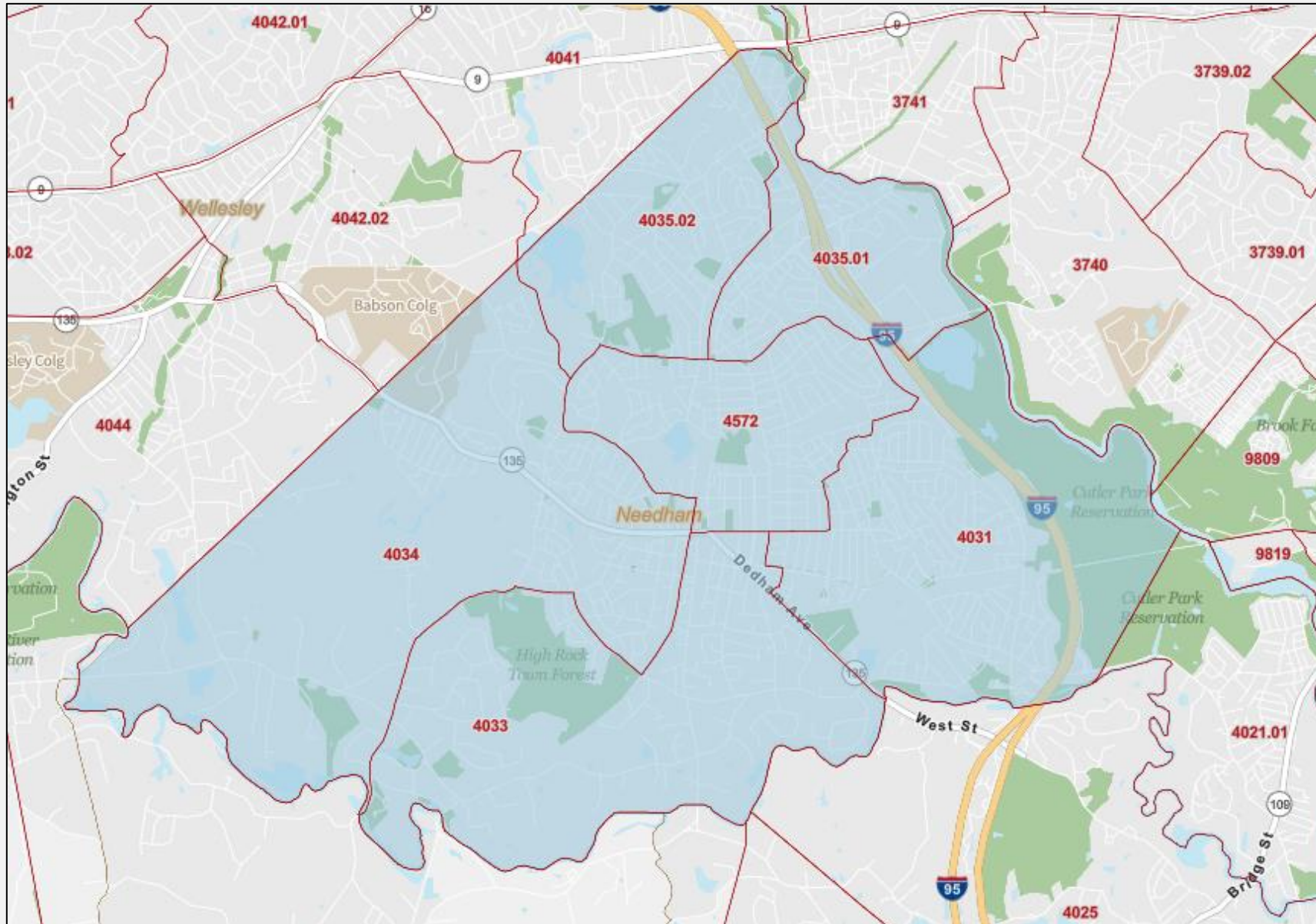
“More benches to sit on around town.”

“It is difficult to get into buildings and doctor’s offices. They often have no push button to open automatically when I bring friends for appointments- they use walkers so it is hard for them.”

CHRONIC DISEASES AND CAUSES OF DEATH

Census Tract	4031	4033	4572	4034	4035
% Arthritis	23.1	23.7	23.8	24.5	23.3
% Asthma	9.5	9.4	9.5	9.7	9.7
% High Blood Pressure	25.9	26.7	26.8	27.6	26.5
% Cancer	8.1	8.4	8.4	8.9	8.0
% High Cholesterol	37.0	37.6	37.3	37.5	36.6
% Kidney Disease	2.5	2.6	2.6	2.8	2.7
% COPD	4.1	4.1	4.4	4.7	4.9
% Heart Disease	4.5	4.7	4.8	5.2	5.1
% Diabetes	6.8	6.9	7.1	7.4	7.4
% Depression	18.7	18.9	18.4	18.6	19.0
% Obesity	23.8	23.5	23.4	22.6	23.9
% Stroke	2.2	2.3	2.4	2.6	2.4

# of Deaths	Needham 2021	Needham 2020	Needham 2019
Overall	271	319	245
Cancer	53	44	52
Heart Disease	52	66	37
Unintentional injuries	14	14	13
Stroke	13	11	7
COVID-19	9	52	-
Alzheimer's Disease	7	12	12
Parkinson's	6	4	7
Pneumonitis	6	4	4
Diabetes Mellitus	5	12	6
Nephritis	5	2	7



CONCLUSIONS FROM CHA

Community Health Assessment Priority Areas				
Beth Israel Deaconess Hospital – Needham Priority Areas	Equitable Access to Care	Social Determinants of Health	Mental Health and Substance Use	Complex and Chronic Conditions
NPHD Priority Areas	Access to Transportation Resources for Healthcare Needs	Cost of Living Burden	Mental health and substance use	Physical Health, heart disease and other risk factors

- Community Health Assessment →

Community Health Improvement Plan

The CHIP links to the Public Health Division's 5-year Strategic Plan, Board of Health Goals, and goals for all Public Health staff members!

The CHIP provides guidance to the Public Health Division, its partners, and stakeholders for improving the health of the population of Needham!

QUESTIONS?

The full report for the Healthy Aging Assessment is available on the Public Health Division website! A synopsis will be available soon.

The full Community Health Assessment will be available on the Public Health Division website soon.

jmccarthy@needhamma.gov



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Needham Arts and Cultural Action Plan
Presenter(s)	Abbey Judd – Metropolitan Area Planning Council (MAPC) Archana Menon – Metropolitan Area Planning Council (MAPC) Charly Nanda – Needham Council for Arts and Culture Amy Haelsen – Director of Communications and Community Engagement

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Staff from MAPC will review the work that has been conducted over the last year by the Arts and Culture Action Plan Working Group. The Working Group is comprised of Town staff along with twelve volunteers representing several arts and cultural organizations and programs in Needham. Under the direction of MAPC, they have been developing a plan to outline the vision and values for arts and culture in our community. The plan will highlight cultural assets within the town and provide recommendations to support a thriving arts and culture community within Needham that is accessible to all. MAPC will share findings, provide an overview of their public engagement efforts, and present a summary analysis and recommendations.
2.	VOTE REQUIRED BY SELECT BOARD
	N/A – Discussion Only
3.	BACK UP INFORMATION ATTACHED
	None



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

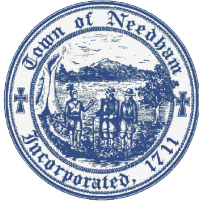
Agenda Item	American Rescue Plan Act Funding
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Town Manager will provide the Board with an update on ARPA spending, commitments, grants, and projects.
2.	VOTE REQUIRED BY SELECT BOARD
	N/A – Discussion Only
3.	BACK UP INFORMATION ATTACHED
	a. ARPA Proposal Budget with Expended Balances dated October 27, 2023

ARPA Proposal Budget with Expended Balance

Category	Description	State/County	Budget	Adjusted Budget	Total Expended	Unexpended	Encumbered	Uncommitted Balance
COVID-19 Direct Impact	Contact Tracers	State	\$60,000.00	\$23,910.00	\$23,910.00	\$0.00		\$0.00
	Epidemiologist	State	\$140,000.00	\$216,077.47	\$127,902.69	\$88,174.78	\$88,174.78	\$0.00
	Public Health Nurse	State	\$160,000.00	\$279,083.00	\$148,350.00	\$130,733.00	\$130,733.00	\$0.00
	Mental & Behavioral Health Staffing	State	\$190,000.00	\$265,548.00	\$151,486.03	\$114,061.97	\$114,061.97	\$0.00
	Mental & Behavioral Health Services	State	\$190,000.00	\$48,350.75	\$46,850.75	\$1,500.00	\$1,500.00	\$0.00
	COVID-19 Test Kits for School Staff and residents of limited means and those in high risk groups	State	\$229,800.00	\$229,800.00	\$229,800.00	\$0.00		\$0.00
	Other - Rentals	State	\$4,246.00	\$4,246.00	\$4,246.00	\$0.00		\$0.00
	Other - Town COVID-19 Test Kits	State	\$2,984.78	\$2,984.78	\$2,984.78	\$0.00		\$0.00
	Other - Not yet assigned	State	\$92,969.22	\$0.00	\$0.00	\$0.00		\$0.00
	Subtotal		\$1,070,000.00	\$1,070,000.00	\$735,530.25	\$334,469.75	\$334,469.75	\$0.00
Ventilation Upgrades	Library Chiller	State	\$0.00	\$369,000.00	\$0.00	\$369,000.00	\$333,548.52	\$35,451.48
	Subtotal		\$0.00	\$369,000.00	\$0.00	\$369,000.00	\$333,548.52	\$35,451.48
Technology Improvements	Support for Hybrid Meetings, Communications & Remote Work	State	\$175,000.00	\$441,123.33	\$18,570.58	\$422,552.75	\$222,552.75	\$200,000.00
	NeoGov E-Forms Module	State	\$31,613.48	\$31,613.48	\$17,567.61	\$14,045.87	\$14,045.87	\$0.00
	Other - Not yet assigned	State	\$68,386.52	\$2,263.19	\$0.00	\$2,263.19	\$0.00	\$2,263.19
	Subtotal		\$275,000.00	\$475,000.00	\$36,138.19	\$438,861.81	\$236,598.62	\$202,263.19
Economic Development	Grant Program	State	\$460,000.00	\$445,000.00	\$389,979.14	\$55,020.86	\$0.00	\$55,020.86
	Public Art	State	\$20,000.00	\$20,000.00	\$15,622.71	\$4,377.29	\$0.00	\$4,377.29
	Other - Rental of Tents	State	\$18,725.00	\$18,725.00	\$18,725.00	\$0.00	\$0.00	\$0.00
	Other - Not yet assigned	State	\$1,275.00	\$16,275.00	\$0.00	\$16,275.00	\$0.00	\$16,275.00
	Subtotal		\$500,000.00	\$500,000.00	\$424,326.85	\$75,673.15	\$0.00	\$75,673.15
Water/Sewer/Drains	Temp Project Manager	State	\$500,000.00	\$471,336.60	\$53,831.10	\$417,505.50	\$346,167.90	\$71,337.60
	Rosemary Sluice Gate Replacement/NPDES Stormwater	State	\$600,000.00	\$400,000.00	\$3,195.05	\$396,804.95	\$28,804.95	\$368,000.00
	Other - Not yet assigned	State	\$340,336.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			\$1,440,336.60	\$871,336.60	\$57,026.15	\$814,310.45	\$374,972.85	\$439,337.60
	State total		\$3,285,336.60	\$3,285,336.60	\$1,253,021.44	\$2,032,315.16	\$1,279,589.74	\$752,725.42
Infrastructure*	Town Reservoir Clean-up Construction - ARPA-1033	County	\$2,070,000.00	\$2,142,500.00	\$125,000.00	\$2,017,500.00	\$0.00	\$2,017,500.00
	Walker Pond Category 2 Construction - ARPA-1032	County	\$356,000.00	\$356,000.00	\$74,632.89	\$281,367.11	\$281,367.11	\$0.00
	Walker Pond Outlet - ARPA-1166	County	\$0.00	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$400,000.00
	128 Sewer Interceptor Project Design - ARPA-1178	County	\$0.00	\$60,000.00	\$24,318.50	\$35,681.50	\$24,881.50	\$10,800.00
	128 Sewer Interceptor Project Construction - ARPA-1178	County	\$0.00	\$2,940,000.00	\$0.00	\$2,940,000.00	\$0.00	\$2,940,000.00
	South St Water Main Construction	County	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Allowance for Water/Sewer/Drains	County	\$3,487,848.40	\$15,348.40	\$0.00	\$15,348.40	\$0.00	\$15,348.40
	Subtotal	County total	\$5,913,848.40	\$5,913,848.40	\$223,951.39	\$5,689,897.01	\$306,248.61	\$5,383,648.40
	Grand Total		\$9,199,185.00	\$9,199,185.00	\$1,476,972.83	\$7,722,212.17	\$1,585,838.35	\$6,136,373.82

updated 10/27/23



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

11/14/2023

Agenda Item	Town Manager's Report
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Town Manager will update the Board on issues not covered on the agenda.
2.	VOTE REQUIRED BY SELECT BOARD
	N/A – Discussion Only
3.	BACK UP INFORMATION ATTACHED
	None



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Select Board Goal – Indigenous People’s Day
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Select Board adopted a goal to hold a public hearing and determine if the Town will change Columbus Day to Indigenous People’s Day (Goal #1, Initiative #6). Staff have researched recent decisions on other local communities and provide options for the Board’s consideration. A public hearing will be noticed for November 28, 2023.	
2.	VOTE REQUIRED BY SELECT BOARD
N/A – Discussion Only.	
3.	BACK UP INFORMATION ATTACHED
a. Select Board Goal Statement, 9/26/2023 b. Work Plan for Goal 1, Healthy & Thriving, Initiative 6 c. Staff Memo entitled Indigenous People’s Day Public Hearing dated November 9, 2023	

Select Board Goal Statement
Adopted September 26, 2023

PURPOSE

The purpose of the Select Board Goals is to effect positive change, set policy direction for Town government, and guide the development of the budget.

GOAL #1: Healthy and Socially Thriving – Needham residents enjoy plentiful recreational, cultural, and educational opportunities in an environment that upholds human rights, celebrates diversity, and fosters a sense of connection among neighbors, thus strengthening their bond to the community they proudly call home. Needham:

- Cultivates a wide range of recreational, cultural, educational, civic, and social opportunities for all socioeconomic and age groups;
- Supports the physical and mental well-being of its community members;
- Fosters inclusion, diversity, and equity in order to become a culturally responsive, anti-racist, and anti-biased community; and
- Values public art.

FY2024-2025 Initiatives	Description
1	Identify ways to institutionalize community conversation around race, diversity, equity, and inclusion, to build relationships and a stronger understanding of different perspectives and lived experiences.
2	Make intentional efforts and identify creative ideas for community outreach to diversify the candidate pool for all appointed Boards and Committees; measure progress.
3	Complete the Equity Audit, clarify objectives, and determine next steps.
4	Conduct Board and Committee member orientation sessions to include the Town's race equity vision statement and NUARI principles.
5	NUARI: Conduct Board and Committee member orientation sessions to include the Town's race equity vision statement. (Included in Initiative 1.4)
6	Hold a public hearing and determine if the Town will change Columbus Day to Indigenous People's Day.
7	Invite various identity network groups to meet with the Select Board and introduce the work they do and the community they serve.
8	Develop a plan for a community observance of Juneteenth. (Deferred to Future Fiscal Years)
9	Implement Valor Act and consider aligning the administrative process for both the Valor Act and the Senior Corps programs. (Operationalized FY 2023-24 Initiative)

10	Conduct focus groups with BIPOC community members to identify strategies for ensuring that all members of the community feel welcome as outlined in the NUARI vision statement and guiding principles. (Operationalized FY 2023-24 Initiative)
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GOAL #2: Economically Vital – Needham welcomes investment in local businesses and has a thriving local economy that contributes to a growing local tax base to support desirable community amenities and programs. Needham:

- Has a growth mindset and encourages business development and redevelopment;
- Supports an environment for creativity, innovation, and entrepreneurship;
- Promotes a well-educated, skilled, and diverse work force that meets employers’ needs;
- Fosters a collaborative and resource-rich regional business climate;
- Attracts, sustains, and retains a diverse mix of businesses, entrepreneurs and jobs that support the needs of all community members; and
- Supports financial security and economic opportunity.

FY2024-2025 Initiatives	Description
11	Evaluate Chestnut Street Redevelopment (Deferred to Future Fiscal Years)

GOAL #3: Livable– Needham values diversity and a broad spectrum of housing options. The community is supported by well-maintained public infrastructure and desirable amenities that accommodate a variety of community needs. Needham:

- Promotes and sustains a secure, clean, and attractive place to live, work and play;
- Supports an increase of housing, including a variety of types and price points;
- Provides high-performing, reliable, affordable public infrastructure and Town services;
- Encourages and appropriately regulates sustainable development; and
- Supports and enhances neighborhood livability and accessibility for all members of the community.

FY2024-2025 Initiatives	Description
12	Work with the Planning Board on next steps related to the MBTA Community Housing Guidelines and the update to the Town’s Affordable Housing Plan. Review updated demographics and impact on anticipated transit-oriented development and schools.
13	Identify funding for School Master Plan projects and participate in the planning process.

14	Evaluate RTS Service Delivery Model to guide long-term investment and review operational efficiencies in the short-term.
15	Evaluate next steps for use of the Stephen Palmer Building.
16	Evaluate expansion of off-leash dog areas.
17	Support for the Needham Housing Authority redevelopment project.
18	Evaluate the role of the Affordable Housing Trust. (Deferred to Future Fiscal Years)
19	Begin the Ridge Hill/Nike Assessment Phase 2 Project, including working with the Community Farm to decide on the long-term plan for the farm at the site as well as considering potential future uses of the site. (Deferred to Future Fiscal Years)
20	Create a voluntary local historic district under Chapter 40C for the property of Elizabeth and Maurice Handel at 3 Rosemary Street, built by Jonathan and Jemima Kingsbury in 1779, the oldest house in 02494 and the 11th oldest in Needham. (Operationalized FY 2023-24 Initiative)
21	Upgrade Town Seal to improve graphic quality and historical accuracy. (Operationalized FY 2023-24 Initiative)
22	Identify opportunities for expanded active and passive recreation facilities including but not limited to an action sports park and additional boat ramps. (Operationalized FY 2023-24 Initiative)
23	Maintain/repair the barn at Ridge Hill. (Operationalized FY 2023-24 Initiative)
24	Improve trailhead access to ensure clear and accessible access; consider creating a trails app. (Operationalized FY 2023-24 Initiative)

GOAL #4: Accessible and Connected – In Needham, people can easily and affordably travel to their desired destinations without relying solely on cars. Needham:

- Supports a balanced transportation system that reflects effective land use, manages congestion, and facilitates strong regional multimodal connections;
- Offers and encourages a variety of safe, comfortable, affordable, reliable, convenient, and clean mobility options;
- Applies Complete Street principles to evaluate and prioritize bicycle and pedestrian safety;
- Coordinates with state and federal leaders to ensure access to safe, reliable, and efficient public transit;
- Provides effective infrastructure and services that enables people to connect with the natural and built environment; and
- Promotes transportation options to remain an age-friendly community.

FY2024-2025 Initiatives	Description
25	Update parking payment technologies to allow for credit card and/or app-based payments

26	Ask the Planning Board to update parking requirements in zoning at May 2024 Town Meeting
27	Pilot converting some on-street parking spaces for more active curb use (e.g., short customer visits, active loading areas)
28	Update the Town's parking regulations and permit program (including permit rules, time/day regulations, and pricing)
29	Seek funding for noise reduction/Quiet Zone feasibility, design, and construction.
30	Evaluate and make a final determination of the appropriate plan for Downtown Redesign Phase 2.
31	Evaluate expansion of snow removal efforts, including sidewalk plowing strategies.
32	Evaluate funding options for the Rail Trail extension from High Rock Street to Needham Junction. (Deferred to Future Fiscal Years)
33	Evaluate future use of the rail corridor between Dover and Newton. (Deferred to Future Fiscal Years)
34	Evaluate the feasibility of a shared use way between Needham Heights and the City of Newton. (Deferred to Future Fiscal Years)
35	Implement the Parking Study. (Deferred to Future Fiscal Years)
36	Prioritize Funding for the Central Ave/Center St Bridge (Operationalized FY 2023-24 Initiative)

GOAL #5: Safe – Needham is a welcoming and inclusive community that fosters personal and community safety. Needham:

- Provides public safety in a manner consistent with community values;
- Provides comprehensive advanced life support level care;
- Plans for and provides equitable, timely and effective services and responses to emergencies and natural disasters;
- Fosters a climate of safety in homes, businesses, neighborhoods, streets, sidewalks, bike lanes, schools, and public places; and
- Encourages shared responsibility, provides education on personal and community safety, and fosters an environment that is welcoming and inclusive.

FY2024-2025 Initiatives	Description
37	Actively monitor progress on the law enforcement recommendations that NPD Chief Schlittler presented to the Select Board on June 8, 2021. (Operationalized FY 2023-24 Initiative)

GOAL #6: Responsibly Governed – Needham has an open and accessible Town government that fosters community engagement and trust while providing excellent municipal services. Needham:

- Models stewardship and sustainability of the Town’s financial, human, information, and physical assets;
- Invests in making Town-owned buildings safe and functional;
- Supports strategic decision-making with opportunities for engagement and timely, reliable, and accurate data and analysis;
- Enhances and facilitates transparency, accuracy, efficiency, effectiveness, and quality service in all municipal business;
- Supports, develops, and enhances relationships between the Town and community and regional partners;
- Proactively reviews and updates Town policies and regulations and ensures compliance;
- Promotes collaboration between boards and committees;
- Values the local government workforce;
- Identifies and implements strategies to hire, support and retain diverse staff at every level of the organization; and
- Prioritizes acquisition of strategic parcels.

FY2024-2025 Initiatives	Description
38	Evaluate the need for a flag policy.
39	Evaluate the possibility of developing a Community Master Plan. Develop an inventory of Town long-range plans and identify overlaps and conflicts, including other Boards of jurisdictions.
40	Establish process to do regular by-law charter review updates.
41	DPW phased renovation/construction.
42	Capital Facilities: CATH upgrades (including additional parking) and Library phased renovations.
43	Evaluate ways to increase minority and women-owned business participation in construction, building maintenance projects, and other Town programs.
44	Review and recodify the non-criminal disposition by-law (Operationalized FY 2023-24 Initiative)

GOAL #7: Environmentally Sustainable – Needham is a sustainable, thriving and equitable community that benefits from and supports clean energy; preserves and responsibly uses the earth’s resources; and cares for ecosystems. Needham:

- Combats the climate crisis;
- Prioritizes sustainability, including transitioning from fossil fuels to clean, renewable energy;
- Encourages the efficient use of natural resources; and
- Protects and enhances the biodiversity and vitality of ecological systems.

FY2024-2025 Initiatives	Description
45	Prioritize and implement the Climate Action Plan.
46	Identify parcel acquisition to comply with Land and Water Conservation Fund requirements.
47	Evaluate adoption of net-zero building code; specialized opt-in code.
48	Sponsor a tree summit.
49	Explore development of a Town Electric Vehicle (EV) policy, i.e., the default position for fleet replacement should be EVs unless there is a compelling reason to use an alternative. (Deferred to Future Fiscal Years)
50	Recommend community energy aggregation (Operationalized FY 2023-24 Initiative)
51	Review/establish electric vehicle charging rates (Operationalized FY 2023-24 Initiative)

INITIATIVE WORKPLAN

Goal Area	Healthy and Socially Thriving
Goal Area Lead:	

Initiative:	Hold a public hearing and determine if the Town will change Columbus Day to Indigenous People's Day.
Initiative Lead:	Kate Myles



Initiative Impacts

What is the expected outcome of this initiative?

The Select Board - after resident input via Public Hearing - will decide whether (and if so, how) Needham will observe Indigenous People's Day in the context of the currently recognized Columbus Day.

How will success be measured?

Whether or not the Board holds a vote, and whether they feel adequately informed at the time of the vote.

What major barriers or challenges would impact the organization's ability to implement this initiative? Please describe:

1. Ensuring that interested residents/stakeholders are aware of the public hearing and their ability to attend 2. That the public hearing is appropriately moderated and conducted in a manner respectful of all people, regardless of their starting opinion.

What is the consequence of failing to implement this initiative? Please describe:

Failure to act upon longstanding concerns raised by residents.

Identify any areas of potential overlap within the Strategic Plan:

Tactic Planning

Tactics (0 to 18 months)	New (N) or Underway (U)?	Who and When			Necessary Resources (time, money, etc.)		
		Tactic Owner	Start Date	Duration			
Schedule hearing and vote dates	U	Myles	10/1/2023	1 Week	Discussion 11/14	Hearing 11/28	Vote 12/5
Advertise Public Hearing via Town media (e.g. newsletter, social) and outreach to community groups	U	Myles	11/15/2023	2 Weeks	Staff time (DCCO, SSM)		
Amend Requisite Policies (if required)	N	HR/Comms	12/6/2023 (if required)	TBD	Staff Time		

MEMORANDUM

TO: Select Board
FROM: Kate Fitzpatrick, Town Manager
SUBJECT: Indigenous People's Day – Select Board Initiative
DATE: November 9, 2023

Background

The Town of Needham Select Board established a FY2024-25 initiative to “[h]old a public hearing and determine if the Town will change Columbus Day to Indigenous People's Day.” Staff have compiled data of peer-community actions on this topic and identified documents where Columbus Day is referenced. Finally, staff have developed three feasible courses of action.

Peer Community Actions

Columbus Day recognizes the anniversary of Columbus' arrival in the Americas in 1492. In the twentieth century, the holiday evolved into a federally recognized holiday centered around the celebration of Italian Americans and their contributions to our country. However, contemporary evaluation of Columbus has highlighted his actions towards indigenous people as a colonial leader and role in the advancement of the Atlantic slave trade.

In light of this, many communities in Massachusetts and across the United States have chosen to evaluate the establishment of Indigenous People's Day in place of Columbus Day, to include the study of more appropriate ways to celebrate the contributions of Italian Americans to their communities.

In a study of 20 peer and neighboring communities, three general actions have been taken:

- Change from Columbus Day to Indigenous People's Day – nine communities
 - Acton
 - Arlington
 - Bedford
 - Belmont
 - Brookline
 - Lexington
 - Marblehead
 - Newton
 - Wellesley
- Keep Columbus Day – eight communities
 - Andover (currently under deliberation)
 - Burlington
 - Danvers (awaiting state legislative action)
 - Dedham
 - Dover
 - Holliston (deliberated in 2020)
 - Natick (awaiting state legislative action)
 - Weston

- Combination – three communities
 - Melrose – Recognize both Columbus Day and Indigenous People’s Day
 - Salem – Recognize Indigenous People’s Day and Celebrate Italian American Heritage Month
 - Westwood – Recognize both Columbus Day and Indigenous People’s Day

References to Columbus Day in Areas Under Select Board Jurisdictions

Columbus Day is mostly referenced in Human Resources documents relative to labor agreements and policy. Current documents include:

- Needham Independent Town Workers’ Association Local 272 of the Laborers’ International Union of North America CBA
- Needham Firefighters Local 1706 Unit A CBA
- Needham Firefighters Local 1706 Unit C CBA
- Needham Police Union CBA
- Police Superior Officers Association CBA
- Needham Building Custodian and Tradesman Independent Association Local 1116 of the Laborers’ International Union of North America CBA
- Needham Independent Public Employees’ Association Local 1116 of the Laborers International Union Of North America, AFL-CIO CBA
- Town of Needham Holiday Leave and Holiday Pay Policy and Procedures, Personnel Administration Policy #314
- Town of Needham Holiday Policy for 24 Hours Schedules, Personnel Administration Policy #315
- Ad-hoc department policies and publications that reference annual building closures/amended hours relative to the observation of Columbus Day staff holidays

Potential Courses of Action

Staff have identified the following three options as feasible courses of action:

1. Status Quo – Continue to observe Columbus Day
 - a. No administrative action required by Town
 - b. Does not address the concerns raised by contemporary understanding of Columbus
2. Substitution – Replace official observance of Columbus Day with Indigenous People’s Day
 - a. Minor administrative action required by Town (revision of two policies and amendment of CBAs upon renewal)
 - b. Addresses concerns raised by contemporary understanding of Columbus
 - c. Eliminates a formalized day to celebrate contributions by Italian Americans in Needham
3. Dual Recognition – Establish recognition of Indigenous People’s Day on the second Monday in October and establish celebration of Italian American Heritage Day (or Month) in October
 - a. Minor administrative action required by Town (revision of two policies and amendment of CBAs upon renewal)
 - b. Addresses concerns raised by contemporary understanding of Columbus
 - c. Establishes formal period of recognition for contributions by Italian Americans in Needham



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Climate Action Plan
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Select Board will update the public on the progress of the Climate Action Plan and vote on the proposed language used in a letter that would be included in the Climate Action Plan.	
2.	VOTE REQUIRED BY SELECT BOARD
Suggested Motion: That the Select Board vote to approve the draft introductory letter for inclusion in the Climate Action Plan.	
3.	BACK UP INFORMATION ATTACHED
a. Letter from the Select Board for the Climate Action Plan	



TOWN OF NEEDHAM
Town Hall
1471 Highland Avenue
Needham, MA 02492-2669

**Office of the
Select Board**

Telephone: (781) 455-7500
Email: SelectBoard@NeedhamMA.gov

November 9, 2023

Letter from the Select Board

The fight to save our planet is on, and Needham is committed to doing our part.

To paraphrase President John F. Kennedy, “The problems of mankind... can be solved by mankind”. And so in this spirit, we look to science and good environmental stewardship to move Needham towards a carbon-free future. This report is part of that effort.

Over the past decade, the Town of Needham has made significant investments in improving the energy efficiency of Town buildings, increasing the availability of solar-powered electricity, and switching street lights to more efficient LED lights.

Since Needham embarked upon its efficiency efforts, the urgency of reducing greenhouse gas emissions has increased significantly. Climate change is here. We have all seen it in the form of more frequent intense storms, extended heat waves, wind events, droughts, and damage to utilities and infrastructure, trees, and our own gardens.

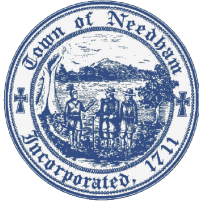
Recognizing the importance of tackling climate change, the Massachusetts Legislature passed the 2022 Act Creating a Next-Generation Roadmap for Massachusetts Climate Policy, committing the state with all its communities to achieving Net Zero greenhouse gas emissions by 2050, with interim targets in 2030 and 2040. Further, the Town has responded to an October 2021 Needham Town Meeting resolution asking the Select Board to act now to reduce the greenhouse gas emissions across the municipal, business, and residential sectors of Needham.

One result of the Town Meeting resolution was to charter the Climate Action Planning Committee (CAPC) in early 2022 to advise the Select Board on prioritizing climate actions, and the CAPC has done so. We are pleased to report that current CAPC recommendations are being implemented: Community Electrical Aggregation, adopting the State’s Specialized Opt-in Building Code, hiring a Sustainability Manager, understanding Needham’s greenhouse gas profile, and generating this Climate Action Plan.

We thank the Climate Action Planning Committee and everyone who participated in creating this Climate Action Plan, and we are committed to supporting the implementation work that lies ahead.

Needham Select Board:

Marianne Cooley, Chair
Kevin Keane, Vice Chair
Marcus Nelson
Heidi Frail
Cathy Dowd



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 11/14/2023

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Board members may report on the progress and/or activities of their Committee assignments.	
2.	VOTE REQUIRED BY SELECT BOARD
N/A – Discussion Only	
3.	BACK UP INFORMATION ATTACHED
None	



The Needham Community Theatre, Inc.

P.O. Box 920242 • NEEDHAM, MA • 02492 • 781/444-4740

October 29, 2023

Needham Select Board
Needham Town Hall
1471 Highland Avenue
Needham, MA 02492

Dear Select Board members,

I am writing on behalf of Needham Community Theatre (NCT) to communicate our donation of approximately \$600 of lumber for the express purpose of installing a floor on a portion of the first level of the Ridge Hill Reservation barn. NCT makes this donation to the Town so that NCT might be able to use the former horse stall space for the purpose of set building for our theatrical productions.

Needham Community Theatre is deeply appreciative of the support the Town of Needham has extended to us by permitting our use of the loft of the barn for over 50 years, and appreciates further the Town's willingness to consider permitting our use of the barn's first floor for future set building activities.

Best wishes,

Michael Bailit, on behalf of the NCT Board of Directors

cc: Kate Fitzpatrick
Barry Dulong

**Town of Needham
Select Board
Minutes for Tuesday, October 10, 2023
Select Board's Chamber
and
Via ZOOM
<https://us02web.zoom.us/j/89068374046>**

- 6:07 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Marianne Cooley. Those present were Vice Chair Kevin Keane, Cathy Dowd, Heidi Frail, Marcus Nelson, and Town Manager Kate Fitzpatrick. David Davison, Deputy Town Manager (DTM)/Finance, Katie King, Deputy Town Manager (DTM)/Operations, and Susan Metropol, Recording Secretary, were also in attendance.
- Ms. Cooley made a personal note that this meeting is occurring against the backdrop of another seeming war, and that Israelis and Palestinians have the right to live peacefully but none of us can condone acts of terror on civilians.
- 6:08 p.m. Public Comment Period:
No comments were heard.
- 6:09 p.m. Introduction of JP Cacciaglia, Economic Development Manager:
Ms. King introduced incoming Economic Development Manager JP Cacciaglia. He has 15 years of experience as a director in Woodhaven, MI. Ms. King highlighted his collaborative nature working with business and community leaders, residents, and city departments, as well as his ability to establish and run a strategic plan. Ms. King also noted that his big picture approach and experience engaging with the housing and transportation sectors, as well as businesses, will be beneficial to the role. Mr. Cacciaglia added his enthusiasm to be part of the team. Ms. Cooley noted that this role is critical to the Town. Ms. Dowd added her enthusiasm for hearing ideas from another region. Mr. Nelson and Mr. Keane said they are excited to serve with Mr. Cacciaglia.
- 6:13 p.m. Approval of the Sale of Bonds and Notes:
Presenters: David Davison, DTM/Director of Operations, Veronica Harvey, Town Treasurer/Collector. Town Clerk present to witness signing.
- Mr. Davison reminded the Select Board that they were present to approve the sale of a note, the purpose of which is to renew a short term note that matures on October 16, 2023 for \$3,060,000. Interest rates are higher than the last several years but are still favorable when looking at a forty-year timeline. Ms. Cooley noted that it is interesting to see where forecasts are. Mr. Keane clarified that this is paying off part of the Emery Grover renovation and the water projects.

Motion A by Mr. Keane that the Board approve the sale of \$2,282,000 4.00 percent General Obligation Bond Anticipation Notes of the Town dated October 16, 2023 and payable July 30, 2024 (the “Notes”), to Fidelity Capital Markets, a Division of National Financial Services LLC, at par and accrued interest, if any, plus a premium of \$2,418.92.

Motion B by Mr. Nelson that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated September 20, 2023, and a final Official Statement dated September 27, 2023, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Motion C by Ms. Frail that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Motion D by Ms. Dowd that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax exempt status of the Notes and to comply with relevant securities laws.

Motion E by Mr. Keane that any certificates or documents relating to the Notes (collectively, the “Documents”), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a “.pdf” file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Motion F by Mr. Nelson that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Second for all motions: Ms. Frail. Unanimously approved 5-0.

Ms. Frail commented that these documents represent a great deal of work and the information contained in these documents is interesting and instructive on how the Town works. Select Board members then signed the relevant documents.

The Select Board thanked Mr. Davison and Ms. Harvey for their work.

6:24 p.m. Public Hearing – Application for a Transfer of an All-Alcohol License – Latin-A Group, LLC d/b/a Latina Kitchen and Bar (Continued from 9/26/2023):
Presenters: Scott McCourt, LLC Manager – Metrowest Dining, LLC, Ted Connolly, LLC Member – Metrowest Dining, LLC, Thomas Griffin, LLC Manager and Proposed Manager of Record – Metrowest Dining, LLC

Mr. Connolly noted his excitement to be here and introduced Mr. Griffin and Mr. McCourt, who will be Managers of the restaurant, Mr. Griffin is the proposed Manager of Record; all are Needham residents. Mr. McCourt noted that this is a transfer of an existing license so there will be no changes to the building itself, except for a wall that will be built between the kitchen and the dining room. Cuisine will be varied and they hope to appeal to families. Mr. McCourt emphasized the hope to connect the restaurant to the Town. Discussion ensued about how the restaurant will be a part of the community and a place to gather as a family and community.

Ms. Cooley thanked Mr. McCourt for his overview and noted that the history of Needham as a dry town means that the Town takes their alcohol licenses quite seriously. Ms. Cooley highlighted her concern for alcohol compliance and the strict regulations in place to prevent these issues.

Mr. Nelson asked what will be done proactively to prevent compliance issues. Mr. McCourt noted all the individuals are personally invested in preventing any safety and/or compliance risks. According to Needham regulations, ID scanning technology will be in place and employees will be TIPS certified, as well as any other regulations the town has established.

Ms. Frail asked Mr. Griffin about his exit from Union Street Restaurant. Mr. Griffin noted that he exited six months before issues arose. Ms. Frail asked if Mr. Griffin and Mr. Connolly are still pursuing this liquor license. Mr. Griffin emphasized that he is not, and Mr. Connolly clarified that he is working to have it revoked and therefore cancelled. Ms. Frail asked if Mr. Griffin will continue to be involved in any other restaurants; Mr. Griffin confirmed he will only be focusing on this endeavor in Needham. Discussion ensued with other Select Board Members. Mr. Griffin emphasized that Union Street Restaurant had no violations while they were there.

Ms. Cooley asked about the other partners in the business. Mr. Griffin noted two other individuals who will be involved. Ms. Cooley said she appreciated the

partners making the application more complete than prior versions. Ms. Cooley invited the public's comments on the topic. No comments heard.

Motion by Ms. Frail that the Select Board approve the Section 12 Restaurant All Alcoholic Beverages License transfer application submitted by Latin-A Group, LLC d/b/a Latina Kitchen and Bar including the appointment of Thomas Griffin as Manager of Record, and if so approved, forward the application to the ABCC for review and final approval.

Second: Mr. Nelson. Unanimously approved 5-0.

6:42 p.m. Public Hearing – Opt-In Specialized Energy Code:
Presenters: Katie King, Deputy Town Manager, Joe Prondak, Building Commissioner

Ms. Cooley introduced the Opt-In Specialized Energy Code discussion. This discussion will lead to a vote at Town Meeting at the end of October. Ms. King reminded the Board of the initial presentation to the Select Board on September 10, 2023, with a representative from the Massachusetts Department of Energy Resource and Stephen Frail, Chair of the Climate Action Plan Committee. Following that presentation, an information session was held for building professionals, architects, contractors, and the public. There were about thirty attendees. At this information session, Mr. Prondak presented on the differences between the current Stretch Code and the Opt-In Specialized Energy Code. Ms. King noted that she has also presented to the Finance Committee on the new code. Of note, two other communities in the state, Northampton and Worcester, in the past two weeks have adopted the specialized code. Ms. Cooley opened the public hearing and invited comments.

Matthew Lockwood Mullaney (20 Mayo Avenue) moved to Needham from Quincy thirteen years ago for good schools and ready access to MetroWest. He is currently CFO at a healthcare non-profit, Community Care Cooperative. Mr. Lockwood Mullaney expressed his support for this code and has observed a great deal of new construction around Needham, which seems like an opportunity for energy efficiency as new buildings are built.

Artie Crocker (17 Fairlawn Street) clarified a comment made at the Finance Committee meeting several weeks ago that the new code was “experimental.” Mr. Crocker expressed that this word was not an accurate description of the code and expressed that in order for the grid to be ready, the new code must be adopted organically. Mr. Crocker expressed his support for the new code.

Garrett Federo (146 South Street) and Tripp Hayes (99 Evelyn Road), both Needham residents since childhood, attended the information session held and expressed their concerns around the timing of this code being implemented too early. While certain lots can handle these upgrades, there are many that cannot because of existing infrastructure. They expressed that this will affect home values,

as upgrading homes will become much more expensive. Mr. Federo also emphasized the supply chain challenges that will make this change more difficult, as well as the challenges with Eversource resulting from potentially needing to upgrade certain transformers. Mr. Federo expressed his support for building more efficient homes but advocated for waiting longer before adopting this new code.

Stephen Frail (29 Powers Street), member of the Climate Action Plan Committee, expressed that this code is about consumer protection. When you buy a house, you are not just buying the current house but also the future maintenance and energy bills. Mr. Frail emphasized that this code would align builders' incentives with future homeowners' incentives and that this code ensures that when a house is built, electric energy is considered. Mr. Frail encouraged a vote in favor of this code.

Keith LaFace via Zoom (504 Chestnut Street), a Town Meeting Member from Precinct D, argued that it is easy to do this work when the walls are open, and this is a reasonable step in addressing the climate crisis we face.

Leandra MacLennan (4 Pershing Road) noted that 11 years ago she renovated her house to this code. There is no fossil fuel in her house, which has 200 AMP service in a 3,500 square foot house with 8kW of solar. While super insulation and heat pumps were an investment, she has had zero costs for heat and electricity in the last few years.

Donna Vello (141 Hawthorn Ave), member of the Green Needham Collaborative, expressed her full support of the Opt-In Specialized Code to be confirmed.

Connor Gillian (65 Charles River Street) expressed concern about the speed at which this is progressing and the limited data on how this will affect homeowners and home values. Mr. Gillian emphasized that he is not rejecting clean energy or this specific policy as a clean energy practice but the speed at which it is being considered.

Ed Quinlan (100 Gay Street), Town Meeting Member in Precinct C, a member of Green Needham Collaborative, and an Energy Coach in Needham, emphasized this does not affect renovations or additions, strictly new construction. As a retired HVAC engineer, Mr. Quinlan noted that when you remove the associated costs of installing a gas system and apply it to the heat pump system, the cost of construction will not increase. Mr. Quinlan strongly encouraged the Board to endorse this code.

Patrice Hagen (27 Oak Knoll Terrace) expressed her strong support for this code.

James Fanning (18 Deerfield Road) expressed concern that contractors will lose business if this new code disincentivizes new projects and that amendments made to any code that the Town is required to adopt could hurt business.

Ms. Cooley confirmed that we are required to abide by amendments made to the stretch code, but the Town could reverse the code in future.

Franklin Gold via Zoom (120 Brookside Road) expressed concerns about quality and reliability of electric service from Eversource. Mr. Gold noted that his house has 7kW of solar power, and he drives an electric car. However, he noted that there have been significant periods of electric downtime, and Eversource does a poor job of managing trees and dangers on the street. When outages occur, Brookside Road is the last street that they work on, potentially due to the fact that the street ends in Wellesley.

Cynthia Landau via Zoom (57 Pine Street) asked a clarifying question about whether this is required of new construction or renovations of a certain size. Mr. Prondak replied that the Opt-In Specialized Code is only for brand new homes and complete teardowns.

Matthew Lockwood Mullaney (20 Mayo Avenue) expressed that the Pope urges us to take action, and while this code will not be perfect it is a necessity to take action toward solving the climate issue.

Ms. Cooley thanked everyone who came forward to provide comments and informed those present that the Finance Committee has taken a position not in favor of this article. The Select Board will have a discussion and continue to take feedback from the public. Town Meeting Spring 2021 proposed a resolution to ask if Town Meeting declared a climate emergency. The Select Board voted no, mainly in opposition to the word “emergency,” but Town Meeting did declare a climate emergency and instructed the Select Board to pursue actions that make the Town carbon neutral.

7:24 p.m. Town Manager: Positions on Warrant Articles:

Article 1: Appropriate for Roadway Improvements (Eversource)

The purpose of this article is to appropriate \$205,000 for improvements to Webster Street based on gas work from Eversource. Eversource was allowed to work in the street beyond the Town’s typical permit period and in return has agreed to pay for us to pave it.

Motion by Ms. Frail that the Select Board vote to recommend adoption of Article 1 in the Special Town Meeting Warrant.

Second: Mr. Nelson. Unanimously approved 5-0.

Article 2: Appropriate for Youth Mental Health Initiatives (Children’s Hospital Community Benefit Payment)

The purpose of this article is to implement the provision in the town’s host community agreement that was negotiated with Boston Children’s Hospital to allow construction of the facility to provide \$200,000 following issuance of the

building permit, an additional \$200,000 at 50% completion, and \$200,000 per year after that on or after the July 1st after occupancy. The Town is expecting occupancy in late 2025.

Ms. Cooley asked for clarification on whether these funds extend into perpetuity. Ms. Fitzpatrick confirmed that is the case unless there is another project that is funded by the hospital that the Select Board agrees is of higher priority. Ms. Cooley clarified that this is not specific to youth mental health but youth health as outlined in the host agreement.

**Motion by Mr. Nelson that the Select Board vote to recommend adoption of Article 2 in the Special Town Meeting Warrant.
Second: Mr. Keane. Unanimously approved 5-0.**

Article 3: Appropriate for Intersection Improvements (Children's Hospital)

The purpose of this article is to appropriate \$30,000 for intersection improvements according to a condition in the Planning Board's major site plan special permit that allowed the construction of the surgical facility by the hospital. This involves working with the state on a realigning of both signage and paint at this intersection of Kendrick Street and 3rd Avenue. The intersection of Kendrick Street and 4th Avenue is in the capital plan and will be discussed in future.

**Motion by Mr. Keane that the Select Board vote to recommend adoption of Article 3 in the Special Town Meeting Warrant.
Second: Mr. Nelson. Unanimously approved 5-0.**

Article 4: Appropriate for Community Opioid Settlement Fund Planning

The purpose of this article is to appropriate \$145,000 for the development of a Community Opioid Settlement Fund Plan.

**Motion by Ms. Frail that the Select Board vote to recommend adoption of Article 4 in the Special Town Meeting Warrant.
Second: Mr. Keane. Unanimously approved 5-0.**

Article 5: Amend the FY2024 Operating Budget

The purpose of this article is the following:

1. Transfer of Geographic Information System staff from the Information Technology Department into the Engineering Department at Public Works for greater synergy and efficiency.
2. Transfer from salaries to expenses given the vacancies existing in the Information Technology Center. Currently relying on outside consultants but working with Needham Public Schools to complete a study as to whether there is a reason to collaborate with them on the IT structure of the town as a whole.

Motion by Ms. Dowd that the Select Board vote to recommend adoption of Article 5 in the Special Town Meeting Warrant.

Second: Mr. Nelson. Unanimously approved 5-0.

Articles 6 and 7: Amend the FY2024 Sewer Enterprise Fund Budget & Amend the FY2024 Water Enterprise Fund Budget

The purpose of these articles is to approve final sewer and water fund budgets which were finalized after Town Meeting. Ms. Cooley noted this is a routine matter at this time of year.

Motion by Ms. Frail that the Select Board vote to recommend adoption of Articles 6 and 7 in the Special Town Meeting Warrant.

Second: Mr. Nelson. Unanimously approved 5-0.

Article 8: Unpaid Bills of a Prior Year

The purpose of this article is to appropriate \$3,820.01 for the payment of copy services during the pandemic following an investigation to confirm this was an appropriate bill.

Motion by Mr. Keane that the Select Board vote to recommend adoption of Article 8 in the Special Town Meeting Warrant.

Second: Mr. Nelson. Unanimously approved 5-0.

Capital Articles

Ms. Fitzpatrick introduced the Capital Articles.

Article 9: Appropriate for General Fund Cash Capital

The purpose of this article is to appropriate \$96,200 to fund purchase of the following vehicles: utility van (Unit 712) and swap loader packer (Unit 5) and additional vehicles that the Town is in the process of ordering.

Motion by Ms. Frail that the Select Board vote to recommend adoption of Article 9 in the Special Town Meeting Warrant.

Second: Mr. Nelson. Unanimously approved 5-0.

Article 10: Appropriate for Sewer Enterprise Fund Cash Capital

The purpose of this article is to appropriate \$55,000 to purchase sewer division pickup truck (Unit 11) and the heavy-duty class eight dump truck (Unit 19) funded from Sewer Enterprise Fund receipts.

Motion by Mr. Keane that the Select Board vote to recommend adoption of Article 10 in the Special Town Meeting Warrant.

Second: Ms. Frail. Unanimously approved 5-0.

Article 11: Appropriate for Water Enterprise Fund Cash Capital

The purpose of this article is to appropriate funds for a truck replacement (Unit 40) and pickup truck replacement (Unit 21).

Motion by Ms. Frail that the Select Board vote to recommend adoption of Article 11 in the Special Town Meeting Warrant.
Second: Mr. Keane. Unanimously approved 5-0.

Articles 12 and 13: Transfer of Surplus Bond Proceeds & Rescind Debt Authorization

Mr. Davison reminded the Board that the Sunita Williams School project is completed, bills have been paid, the State has paid its fair share, and there is an unspent balance of monies borrowed of \$286,000, which may only be used for a similar project for which the Town can borrow for the same period of time as the school project. These funds need to be appropriated to another construction project, of which the Emery Grover project would qualify. Article 13 outlines that the Town will reduce the debt authorization by \$286,000 so that the budget for the Emery Grover project is exactly the same as Town Meeting had previously approved.

Clarification followed after a question by Mr. Keane asking if this is a lower interest rate than the Sunita Williams loan. Mr. Davison said that this is \$286,000 that we will not be borrowing at a higher interest rate.

Motion by Ms. Dowd that the Select Board vote to recommend adoption of Articles 12 and 13 in the Special Town Meeting Warrant.
Second: Mr. Nelson. Unanimously approved 5-0.

Article 14: Amend General By-Laws – Non-Criminal Dispositions

Ms. Fitzpatrick noted that an updated version of these By-Laws is much easier to understand and identify relevant information. Ms. Cooley noted her appreciation for the thoroughness of this project.

Motion by Mr. Keane that the Select Board vote to recommend adoption of Article 14 in the Special Town Meeting Warrant.
Second: Ms. Dowd. Unanimously approved 5-0.

Article 15: Amend General By-Laws/Specialized Energy Code

The Select Board will take a position on this item at its next meeting.

Article 16: Foster Property Open Space Zoning Non-Binding Resolution

The purpose of this article is to seek the opinion of Town Meeting as to whether the Town should pursue a zoning option for the Foster property open space. Mr. Nelson asked Ms. Cooley to give an overview for the public of this item. Ms. Cooley gave an overview of this issue thus far. Ms. Fitzpatrick outlined that a “No” vote would mean that the property remains a single residence. A “Yes” vote would mean that the Select Board would work with the Planning Board and bring the item back to Town Meeting.

Mr. Keane agreed that the project is at a crossroads, and it seems logical to check in at Town Meeting. Ms. Frail added that this is the practical way to check in with

Town Meeting. Ms. Cooley noted that the details of project remain the same as the plan presented at Town Meeting a year ago.

Motion by Mr. Keane that the Select Board vote to recommend adoption of Article 16 in the Special Town Meeting Warrant.
Second: Mr. Nelson. Unanimously approved 5-0.

7:49 p.m. Appointments and Consent Agenda:
Motion by Mr. Keane that the Select Board vote to approve the Appointments and Consent Agenda as presented.
Second: Ms. Frail. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	Kevin Keane	Needham Branding and Town Seal Committee Term Exp: 6/30/2024
2.	Amber Autumn Sun Orlando	Needham Branding and Town Seal Committee Term Exp: 6/30/2024
3.	Topher Cox	Needham Branding and Town Seal Committee Term Exp: 6/30/2024

CONSENT AGENDA

1.	Approve open session minutes of September 26, 2023.
2.	Accept the following donation to the Town of Needham Tree Fund: \$400 from Brian Connaughton.

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Alison Premo	354 Brookline Street	Brookline St. between Webster & Manning	10/28/23	4pm-6pm	10/29
Jake Eisenhard	59 Beaufort Avenue	Beaufort St. from Nichols Road to Bond St	10/28/23	3pm-7pm	N/A
Sachin Shah	81 Stevens Road	Stevens Road	10/29/23	1pm-7pm	N/A

7:50 p.m. CY2024 Select Board Licensing Fee Schedule
Ms. Fitzpatrick requested approval of the Select Board Chair to set the licensing fees which remain unchanged from the prior year. Ms. Cooley opened to the Board for discussion and/or questions.

Motion by Ms. Dowd that the Select Board vote to approve the CY2024 Select Board Licensing Fee Schedule.
Second: Mr. Nelson. Unanimously approved 5-0.

7:50 p.m. Town Manager Report

1. Acquisition of SUVs: The DPW is actively pursuing one SUV plug-in hybrid and four all-electric Chevy Bolts, based on input from the Board.

Ms. Cooley added a note that there will be an opportunity for Town Meeting members to walk the Foster property.

7:52 p.m. Board Discussion:

1. Committee Reports:

Ms. Frail reported on the most recent HONE Committee meeting, which was a productive meeting with presentations from consultants and lively discussions from all attendees. There is a public forum planned for Thursday, November 9, which will take place in Powers Hall. Ms. Frail expressed her hope that the public will attend. Postcards have been sent to every household in Needham. The forum will present on what the housing plan recommends, what current zoning allows, and the factors that affect how we decide to implement zoning. Ms. Frail invited all to attend.

Mr. Keane reported on flood meetings he attended with neighborhood groups following the August 8th rainstorm. These meetings were positive, and residents also expressed frustration. Each site was unique, and while the sewer system was intact and all water drained within 1-2 hours, the hydrology as the water moved across neighborhoods affected people greatly. Given the course of climate change, we can expect these storms to become more common. Mr. Keane reported that the Town is working on a master plan to engineer solutions. Ms. Cooley noted that it is not possible to build more storage capacity for this amount of water, and this issue is compounded by the high-water table occurring as a result of rain. Mr. Keane noted that residents have noticed more flooding in the town over the past decade. Discussion ensued as to the potential causes of this flooding, including larger houses and fewer trees. Ms. Fitzpatrick added that the DPW is committed to creating a dashboard to track improvements in order to hold the Select Board accountable.

Ms. Cooley noted that the next Quiet Zone meeting is coming up and will be discussed at the next Select Board meeting to provide the public with an update.

7:59 p.m. Adjourn:

Motion by Mr. Nelson that the Select Board vote to adjourn the Select Board meeting of Tuesday, October 10, 2023.

Second: Ms. Frail. Unanimously approved 5-0.

A list of all documents used at this Select Board meeting is available at:
<http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID>

The next Select Board meeting is scheduled for Tuesday, October 24, 2023, at 6:00 p.m.

**Town of Needham
Select Board
Minutes for Tuesday, October 24, 2023
Select Board's Chamber
and
Via ZOOM
<https://us02web.zoom.us/j/89068374046>**

- 6:00 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Marianne Cooley. Those present were Vice Chair Kevin Keane, Cathy Dowd, Heidi Frail, and Town Manager Kate Fitzpatrick. Marcus Nelson was present via Zoom. David Davison, DTM/Finance, Katie King, DTM/Operations, and Susan Metropol, Recording Secretary, were also in attendance.
- 6:01 p.m. Public Comment Period:
No hands raised for public comment.
- 6:02 p.m. Proclamation – Veterans Day:
Mr. Keane read a proclamation recognizing Saturday, November 11, 2023, as Veterans Day.
- Motion by Ms. Frail that the Select Board of the Town of Needham hereby recognize Saturday, November 11, 2023, as Veterans Day.
Second: Ms. Dowd. Unanimously approved 5-0.**
- Ms. Cooley invited residents to the Veteran's Day Ceremony at Memorial Park on Friday, November 11, 2023 at 11 a.m.
- 6:03 p.m. Introduction of Cecilia Simchak, Assistant Director of Finance:
Mr. Davison introduced incoming Assistant Director of Finance Cecilia Simchak. Ms. Simchak has worked for the Town for the past eight years, most recently as the Director of Finance for Administration and Public Services at the Department for Public Works. Ms. Simchak has a long background of working for the community and a history in working with youth in various capacities, which will contribute greatly to this role. Ms. Cooley highlighted Ms. Simchak's work on the environmental and sustainability efforts in the Town. Ms. Simchak noted her excitement to be in this new role. Mr. Keane and Ms. Frail expressed their enthusiasm about working with Ms. Simchak.
- 6:07 p.m. Set EV Charging Station Rates:
Presenters: David Davison, DTM/Director of Operations, Carys Lustig, Director of Public Works, Cecilia Simchak, Assistant Director of Finance
Mr. Davison presented two recommendations to the Board:

1. Recommendation to set the vehicle charging rate at \$0.25/kWh.
2. Recommendation to charge \$3.00 per hour for a vehicle occupying a space but no longer charging with a grace period of 30 minutes for a maximum of 4 hours.

Ms. Lustig made an additional note that the policy will not limit the hours that employees have access to charging stations, including RTS employees, Fire, and Police, recognizing that these employees work 24/7 and on weekends.

Mr. Keane asked about the process for feedback. Ms. Lustig noted that fees will be revisited on an annual basis, which will also serve as an opportunity for other feedback. Ms. Frail expressed her excitement and appreciates the policy reserving charging time for employees as well.

Motion by Ms. Frail that the Board approve the vehicle charging rate at \$0.25/kWh, a fee of \$3.00 per hour, or portion thereof for occupying the charging space when not charging; that the hourly rate will be waived if the vehicle is moved from the space within 30 minutes after the vehicle is no longer charging; that the maximum amount of time a vehicle may occupy a charging space is four hours; that the vehicle charging rate of \$0.25/kWh is waived for Town and School department employees who charge their personal vehicle while on duty, but that the hourly rate and time limit on occupying the space are in effect; and that the Electric Vehicle Charging Policy dated October 24, 2023 is adopted.

Second: Mr. Keane. Unanimously approved 5-0.

Ms. Frail asked a clarifying question to confirm the date this policy will go into effect. Ms. Lustig noted these policies will go into effect on January 1, 2024.

6:12 p.m.

Update from Single Parcel Historic District Study Committee
Presenters: Alison Borrelli, Committee Chair and Myles Tucker, Support Services Manager

Ms. Borrelli presented on the Single Parcel Historic District Study Committee, reminding the Board of the Needham Historical Commission's interest in preserving houses on the Town and State historic inventory lists. The committee is limited to the parcel at 3 Rosemary Street, also known as the Jonathan Kingsbury House, which was built in 1779. The establishment of this district would create a historical district commission responsible for approving or disapproving proposed demolition or structural alteration of the home. It will not permit the Commission to consider interior arrangements or architectural features that are not subject to public view. Any future modifications to this property would have to be allowed by a vote of the proposed historic district committee, which would be established if adopted by Town Meeting. The committee met during the summer to draft the Preliminary Study Report (PSR) with Jen Doherty of the Massachusetts Historical Commission and Town Counsel, with an application submitted on September 14,

opening a 60-day review period. The Planning Board has reviewed it and did not have any comments. At the close of the review period a public hearing will be held, tentatively scheduled for mid-November. Any feedback will be taken into consideration. The Committee requests the Select Board's support at Town Meeting.

Ms. Cooley expressed her thanks to Ms. Borrelli and expressed her hope that this will establish a process for other single family historic homes in Needham. Ms. Frail expressed her support. Ms. Dowd praised the effort and asked about the barriers to registering homes. Ms. Borrelli outlined the current process. Ms. Cooley noted that in the past homeowners have been the party to bring forward a home for designation and preservation. Mr. Keane complimented the lucidity, conciseness, and clarity of the report.

6:19 p.m. Appointments and Consent Agenda:
Motion by Mr. Keane that the Select Board vote to approve the Appointments and Consent Agenda as presented.
Second: Ms. Frail. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	David Ecsedy	Solid Waste Disposal and Recycling Advisory Committee Term Exp: 6/30/2026
2.	Bhuren Patel	Council of Economic Advisors Term Exp: 6/30/2024
3.	Kate Urquhart	Council of Economic Advisors Term Exp: 6/30/2026
4.	Valentina Elzon	Zoning Board of Appeals Term Exp: 6/30/2026
5.	David Linde	Needham Branding and Town Seal Committee Term Exp: 6/30/2024

CONSENT AGENDA

1.	Approve a Common Victualler License for Shallots Needham Inc d/b/a Sweet Boba.
2.	Approve a Common Victualler License for Lyco Investment LLC d/b/a Dragon Chef.
3.	Authorize the Town Manager to approve Block Party Permits on behalf of the Select Board.
4.	Approve revised open session minutes for September 11, 2023; approve executive session minutes for September 11, 2023.
5.	Approve a revised Needham Branding & Town Seal Committee Charge & Composition.
6.	Accept the following donations to the Needham Free Public Library: - From Lois and Bill Bacon, \$50 in honor of Jan and Paul Bowen; <i>Funky Monkey</i>, by Evan Haller (estimated value \$10), donated by the author; and <i>Or So They Thought</i>, by Marina Ganetsky (estimated value \$10), donated by the author.

7.	Grant permission for the following residents to hold block parties:				
Name	Address	Party Location	Date	Time	Rain Date
Lisa Rhoades	19 Washburn Avenue	Glendoon Street	10/28/23	2:30pm-7:30pm	10/29/23
Lois Bacon	29 Harding Road	Harding Road	10/29/23	3pm-8pm	N/A
Michael Droney	10 Great Plain Terrace	10 Great Plain Terrace	10/31/23	4pm-10pm	N/A

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
Charles River YMCA	TWM Race-to-kick-cancer	863 Great Plain Avenue	11/12/23

6:20 p.m. Town Manager – Positions on Warrant Articles:

Article 15: Amend General By-Laws/Specialized Energy Code

Ms. Fitzpatrick introduced discussion of Article 15 regarding the specialized energy code. Ms. Cooley noted that the Finance Committee has voted to not recommend adoption of Article 15. A public hearing was held at the Select Board Meeting on October 10, with input from a variety of constituents; most were in favor. Those opposed were primarily builders, citing concerns about the interface with Eversource and whether Eversource will be prepared for the code and responsive in their provisioning of services to customers. Ms. Cooley emphasized the need to work further with Eversource regarding this particular issue. Ms. Cooley outlined the Finance Committee's two objections:

1. The Finance Committee would have preferred to raise this article in the Spring.
2. The Finance Committee would feel comfortable having more information and if more towns had experience with regard to this code.

Ms. Cooley noted that the Climate Action Plan Committee brought forward this article for adoption as it applies to new construction only and new construction will make the biggest difference going forward. There is also a desire to protect the investment of homeowners going forward given that the State has asked all to commit to a carbon neutral future by 2050.

Mr. Keane expressed his support given Town Meeting's vote that there is a climate emergency, and the timing of this article is an appropriate response to this. Mr. Keane noted that the largest greenhouse gas emissions in town are from residences. Ms. Dowd praised the timing of this article given the MBTA Communities Act, rebuilding of schools in Needham, and new homes being built. Ms. Frail emphasized that Needham must be part of the solution to climate change.

Ms. Cooley noted that many builders are already building to this code. She highlighted that the difference if this code is instituted is that it will mandate that all-electric houses are solar ready and that houses that include fossil fuels must have solar on the roof. Ms. Cooley acknowledged this is a change for consumers. Mr. Nelson noted his agreement with fellow Select Board members and support of this code.

Ms. Cooley also noted that the petition to Town Meeting acknowledged that there was a Climate Emergency. Town Meeting asked the Select Board to declare a Climate Emergency and asked the Select Board to send their resolution to the State. The Select Board never declared a climate emergency but has taken other actions as directed by Town Meeting to make this a priority. This code fits within the scope of the direction given by Town Meeting.

Motion by Ms. Dowd vote to support Article 15 in the Special Town Meeting Warrant.

Second: Mr. Keane. Unanimously approved 5-0.

6:31 p.m.

Town Manager Report

Ms. Fitzpatrick invited all to the Town Common Dedication on Saturday, October 28 at 10 a.m.

The Department of Public Works (DPW) has completed eight of its flood meetings that are neighborhood-specific with one meeting remaining. DPW will also be meeting with other individual homeowners. DPW is also working on a hydrology study to determine where water is flooding to address potential water diversion. Ms. Cooley emphasized the long-term nature of this work. Ms. Frail asked what the timeline is for the hydrology study. Ms. Fitzpatrick responded that this work will start in the summer of 2025 with FY2025 funding, and with feedback after approximately 12-18 months. Ms. Fitzpatrick expects to report back to the Select Board on these efforts frequently.

6:35 p.m.

Board Discussion:

Open Meeting Law Complaint:

On October 11, the Select Board received an Open Meeting Law Complaint from Gregg Darish that concerns the September 11, 2023 Joint Executive Session with the Planning Board and Select Board concerning litigation over 1688 Central Avenue. The complaint asserts that:

1. The Select Board improperly held the Executive Session because the Select Board was not a party to the litigation.
2. The Select Board inadequately noticed the Executive Session because the agenda stated that it was to discuss potential litigation.
3. The Select Board failed to produce accurate minutes of the open session that proceeded the Executive Session.
4. Select Board Members deliberated outside of a public meeting.

Pursuant to Open Meeting Law, the Select Board met to discuss the complaint and provided a written response within 14 business days. Ms. Cooley noted that the Select Board properly participated in the Executive Session, because it has been advised by Town Counsel that the Planning Board does not possess the authority to independently initiate an appeal with the Appeals Court. Additionally, the Select Board's agenda properly stated that the purpose of the Executive Session was to discuss potential litigation concerning 1688 Central Avenue. This notice was sufficient because the discussion concerned a potential new appeal to the Appeals Court. Ms. Cooley noted that the initial minutes inadvertently omitted the Select Board's motion to enter into an Executive Session, however, these minutes have now been updated to accurately reflect the discussion and the Board's vote. Finally, there was no discussion outside of a public meeting between individual Select Board members about whether to hold an Executive Session.

Motion by Ms. Frail to authorize Town Counsel to prepare and send a written response to the complaint on behalf of the Select Board.

Second: Mr. Keane. Unanimously approved 5-0.

Committee Reports:

Ms. Cooley reported that the Quiet Zone Committee met and reviewed two requests for proposals in the summer since Town Meeting. Neither had been responded to. The committee has now turned to an engineering firm in order to respond to these two proposals. Ms. Cooley noted that the timing is tighter than preferred, but the committee is optimistic about bringing costs forward to Town Meeting in the spring for design and construction of a Quiet Zone. Ms. Cooley noted that the specific issue of the private crossing at Needham Golf Club continues to be a challenge, but the committee is actively making progress.

Ms. Frail reported on the work of the Housing Needham Advisory Group (HONE) and reminded the Select Board of the upcoming meeting on November 9 from 7-9 p.m. to be held both in Powers Hall and online via Zoom.

Ms. Fitzpatrick reported that the Needham Branding and Town Seal Committee will be meeting in early November. The Town received \$50,000 from the State which will assist moving forward. Mr. Keane will represent the Select Board on this committee.

6:42 p.m.

Adjourn:

Motion by Ms. Frail that the Select Board vote to adjourn the Select Board meeting of Tuesday, October 24, 2023.

Second: Ms. Dowd. Unanimously approved 5-0.

A list of all documents used at this Select Board meeting is available at:
<http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID>

The next Select Board meeting is scheduled for Tuesday, November 14, 2023, at 6:00 p.m.