

**5Town of Needham
Select Board
Minutes for Tuesday, April 16, 2024
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, Joshua Levy, and Town Manager Kate Fitzpatrick. David Davison, Deputy Town Manager/Director of Finance, Katie King, Deputy Town Manager, and Susan Metropol, Recording Secretary, were also in attendance.
- 6:00 p.m. Public Comment Period:

Joe Matthews, 31 Rosemary Street, presented public comment regarding the tennis courts currently seeking funding through Article 21 in the Town Meeting Warrant. He proposed an alternative for five or six tennis courts to be considered.

Artie Crocker, 17 Fairlawn Street, emphasized his desire for a tree by-law and summit.
- 6:04 p.m. Select Board Reorganization:

Returning Member Kevin Keane and newly elected Member Joshua Levy were sworn into the Select Board by Tedi Eaton, Town Clerk.

Ms. Cooley then called for nominations for the Select Board.

**Motion by Ms. Frail to nominate Kevin Keane for Chair of the Select Board.
Second: Ms. Dowd. Unanimously approved 5-0.**

**Motion by Mr. Keane to nominate Heidi Frail for Vice Chair of the Select Board.
Second: Ms. Cooley. Unanimously approved 5-0.**

**Motion by Ms. Cooley to nominate Cathy Dowd for Clerk of the Select Board.
Second: Ms. Frail. Unanimously approved 5-0.**

Select Board Members then changed to their new seating arrangement.

**Motion by Ms. Frail to approve the Select Board regular meeting schedule.
Second: Ms. Dowd. Unanimously approved 5-0.**

Motion by Ms. Cooley to nominate Myles Tucker for Committee Secretary of the Select Board.

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

Motion by Ms. Frail to nominate Susan Metropol for Recording Secretary of the Select Board.

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

6:12 p.m. Arbor Day Proclamation:
Presenter: Ed Olsen, Department of Public Works – Parks and Forestry Division Superintendent

Ed Olsen, Parks and Forestry Division Superintendent, outlined the celebrations that will be occurring in Needham for the 152nd anniversary of the first Arbor Day. There will also be a Neighborhood Cleanup and Tree Planting Day at Riverside Park, with partners Eversource Electric and Hartney Greymont present as well. There will also be a planting of native species on the Rail Trail, as well as the planting of a Golden Larch tree at the Walker-Gordon Field from an anonymous donor. Finally, the Town will be distributing tree seedlings at Rosemary Recreational Center on Friday, April 26 and Saturday, April 27. Select Board members thanked Mr. Olsen and other arborists in the Town. Heidi Frail noted that the certified town arborists will come to homes and advise owners on the best trees for their property, a unique service that is available to Needham residents. Ms. Frail subsequently read the Arbor Day Proclamation.

Motion by Ms. Frail that the Board vote to approve and sign the 2024 Arbor Day Proclamation.

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

6:23 p.m. Public Hearing: Outdoor Dining License – Eat Farmhouse LLC d/b/a The Farmhouse
Presenter: Dora Tavel-Sanchez Luz, Owner

Mr. Keane opened the hearing and recommended continuing the hearing to April 30th, pending abutter notifications.

Motion by Ms. Dowd that the Board vote to continue the Public Hearing Relative to the Proposed Outdoor Dining License and the Proposed Alteration of Premises for Eat Farmhouse LLC to Tuesday, April 30, 2024.

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

6:25 p.m. Proposed Dedication – Granite Celebration Branch:

Presenter: Paul Good, Chair – Needham Community Revitalization Trust Fund

Paul Good proposed to the Select Board the acceptance of a hand carved granite bench to be placed on Amity Path behind the Public Services Administration Building. The bench will be inscribed “You Are the Gift!” and be dedicated as a tribute to Catherine Buni’s mother, Joyce Buni, who loved to walk the Amity Path and enjoy its beautiful nature and wildlife.

6:42 p.m. Peer Recovery Coaching and Opioid Settlement Update:

Presenters: Tiffany (Zike) Benoit, Assistant Director of Public Health, Karen Shannon, Substance Use Prevention Coordinator, Angi MacDonnell, Peer Recovery Coach

Karen Shannon introduced Peer Recovery Coach, Angi MacDonnell. Ms. Shannon emphasized the unique contributions that a Peer Recovery Coach can make to a town when embedded in a municipal public health department. Angi MacDonnell presented on Peer Recovery Coaching, a set of nonclinical activities based on shared lived experience that engage, educate, and support an individual to successfully recover from mental health and/or substance use disorders. Ms. MacDonnell defined “recovery” as a process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential. Ms. MacDonnell also presented various statistics on Needham Recovery Services between January 15 and April 8, 2024:

- Ten Needham community members utilized the service: six people with substance use issues, four people concerned for a loved one; average age: 51
- Substances: six people who utilized the service reported alcohol as their primary substance, four people did not identify a substance

Tiffany Benoit then provided an update on Opioid Settlement Funding and next steps. She noted that Opioid Settlement Funding can be used for several areas, including opioid use disorder treatment, support for people in treatment and recovery, harm reduction, support for pregnant or parenting women and their families, and prevention of the misuse of opioids and implementation of prevention education. The Town will receive approximately \$1.8 million over the several years. Current year appropriations will fund:

- \$90,000 will be utilized for contractual help to prevent misuse of opioid and implementation for prevention education
- \$3,000 will be put towards harm reduction through the purchase of SamBoxes
- \$52,000 will be allocated to Peer Recovery Services in order to support people in treatment and recovery

Select Board members asked about the location of SamBoxes, connections with stakeholders and what will be included in the upcoming strategic plan and presented to Town Meeting in October, as well as questions about expanding mental health first aid training in the community.

7:12 p.m. Appointment Calendar and Consent Agenda:
Motion by Mr. Levy that the Board vote to approve the Appointment Calendar and Consent Agenda as presented.
Second: Ms. Cooley. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	Nick Hill	Climate Action Committee Term Exp: 6/30/2026
2.	Theodora Eaton	Needham Branding and Town Seal Committee Term Exp: 6/30/2024
3.	Louise Miller	Needham Branding and Town Seal Committee Term Exp: 6/30/2024
4.	Karen Calton	Housing Needham Advisory Group Term Exp: 6/30/2024

CONSENT AGENDA

1.	Accept the following donations made to the Needham Community Revitalization Trust Fund for the Bert Wikstrom Bench: \$200 from Jeanne-Marie Ryan, \$40 from Howard Mintz, \$50 from Lillian DePasquale, \$25 from Maureen Doherty, \$50 from Douglas Ruby, \$50 from Elisabeth M. Schmidt-Scheuber, \$25 from Stacey Conner, \$100 from June Seraydar, \$50 from Maurice Handel, \$50 from Elizabeth Keener, \$100 from Richard Lassen, \$1000 from Theodor Schmidt-Scheuber, \$50 from Gerard Frawley, and \$100 from Renate Celms.
2.	Approve a request from Jennifer Shadrick, Three Squares New England, to hold the road event "Ride for Food." The event is scheduled for Sunday, October 6, 2024, at 8:30 am – 1:30 pm. The event and route have been approved by the following departments: Fire, Police, and Public Works.
3.	Approve a request from Emma Bagnell, Needham Youth Track Club, to hold the road event "Great Bear Run." The event is scheduled for Sunday, May 19, 2024, at 7:30 am – 10:00 am. The event and route have been approved by the following departments: Fire, Police, and Public Works.
4.	Approve a Taxi/Livery License application for a new Taxi/Livery service, BCars LLC, to conduct business in Needham. All required paperwork has been submitted and the application has been approved by the Police Department.
5.	Approve the following donation to Needham Youth & Family Services (YFS): \$5,000 from Needham Community Council towards the YFS Crisis Donation Fund
6.	Amend the Charge and Composition for the Housing Needham Working Group.
7.	Approve one-day license suspension penalties for a violation of the Town of Needham Regulations for the Sale of Alcoholic Beverages (failure to use ID scanner) on December 6, 2023 by both Needham Food and Beverage LLC d/b/a The Heights to be served on April 20, 2024 & Needham Wine & Spirits, LLC d/b/a Needham Wine & Spirits to be served on May 27, 2024.

8.	Approve the Needham Business Alliance Committee of the Charles River Regional Chamber's April 27th event, "Spring Sidewalk Stroll", to promote foot traffic and support small businesses throughout Needham.
9.	Accept the Needham Commission of Disabilities' approved grant request of \$500 to Autism Awareness Training for The Common Room staff.

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Emily Eustace	64 Plymouth Road	64 Plymouth Road	5/26/24	3pm-9pm	5/25/24
Celia Carboni	42 Greenwood Ave	Greenwood Avenue	7/20/24	4pm-11:30pm	7/21/24

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
Needham History Center & Museum	Spring into Springtime	Needham History Center, 1147 Central Avenue	5/11/2024

7:12 p.m. Citizens' Petition/Amend Zoning By-Law – Dimensional Regulations:
Presenter: Joe Matthews, Petitioner

Joe Matthews provided the Select Board with the basis for his citizens' petition regarding house construction size in Needham. Mr. Matthews presented his view that the current by-laws for new construction in Needham's residential parcels are overly permissive and do not appropriately regulate housing size. He believes this to be to the detriment of the Town's goals on affordability, sustainability, and has negative impacts on current and future residents. Mr. Matthews advocated for modification of the existing by-laws in order to better regulate the size of new construction on Single Residence B (SRB) lots and potential other zoning areas.

Discussion ensued about the implications if this citizens' petition were adopted, with specific concerns about equity for all residents as it only applies to SRB lots, how it would affect current and potential future residents of Needham, whether there was enough opportunity for public input, as well as the Town's affordability goals.

7:44 p.m. Discussion of Zoning Article on the Annual Town Meeting Warrant:

Presenters: Adam Block, Chair – Needham Planning Board, Natasha Espada, Vice Chair – Needham Planning Board, Lee Newman, Director of Planning & Community Development

Mr. Block, Ms. Espada, and Ms. Newman provided the Board with the Planning Board's position on the zoning articles contained in the Annual Town Meeting Warrant, Articles 18 and 19. If adopted by Town Meeting, the Planning Board anticipates that the Needham Housing Authority will apply for development with site plan review. The Planning Board held its hearing and voted unanimously to recommend Town Meeting adopt these articles in support of the production of affordable housing needed in Needham. Mr. Block, on behalf of the Planning Board, asked for affirmative vote in support of these Articles. Select Board members spoke in support of these articles, noting that they work in favor of deep affordability in Needham and clearing a barrier for private funding.

The Planning Board also discussed Article 20 related to Special Permit Amendments that have been requested for solar canopies above parking lots. Mr. Block outlined the requirements for various sizes and types of solar canopies if this article is adopted. The Planning Board asked for an affirmative in support of this article.

8:07 p.m. Town Manager:

Memorandum of Agreement with the Independent Town Workers Association (ITWA)

The Town Manager recommended that the Board approve and sign a Memorandum of Agreement with the Independent Town Workers Association (ITWA) for fiscal years 2025, 2026, and 2027.

Motion by Ms. Cooley that the Board vote to approve and sign the Memorandum of Agreement with the Independent Town Workers Association (ITWA) for fiscal years 2025, 2026, and 2027).

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

Memorandum of Agreement with the Needham Independent Public Employees Association (NIPEA)

The Town Manager recommended that the Board approve and sign a Memorandum of Agreement with the Needham Independent Public Employees Association (NIPEA) for fiscal years 2025, 2026, and 2027.

Motion by Ms. Cooley that the Board vote to approve and sign the Memorandum of Agreement with the Needham Independent Public Employees Association (NIPEA) for fiscal years 2025, 2026, and 2027.

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

Consolidation of Information Technology Functions

Ms. Fitzpatrick provided an update on Memorandum of Understanding that would govern the consolidation of IT functions. There will be a new line in the budget, thus making it clear to Town Meeting how many funds are being appropriated for municipal-related items, with the understanding that the School Committee will not reallocate this funding to any other school purpose. Ms. Fitzpatrick noted that there will be regular meetings of a stakeholder group to inform policies, procedures, and budgetary requests.

Positions on Warrant Articles

Town Meeting Warrant Articles:

	Motion to recommend adoption	Second	Passed
Article 3	Cooley	Dowd	5-0
Article 4	Cooley	Frail	5-0
Article 5	Frail	Cooley	5-0
Article 6	Dowd	Frail	5-0
Article 7	Frail	Cooley	5-0
Article 8	Cooley	Frail	5-0
Article 9	Dowd	Cooley	5-0
Article 10	Frail	Dowd	5-0
Article 11	Cooley	Frail	5-0
Article 12	Cooley	Dowd	5-0
Article 13	Levy	Frail	5-0
Article 14	Levy	Cooley	5-0
Article 15	Levy	Dowd	5-0
Article 16	Cooley	Frail	5-0
Article 17	Frail	Dowd	5-0
Article 18	Dowd	Frail	5-0
Article 19	Frail	Dowd	5-0
Article 20	Dowd	Frail	5-0
Article 21	Defer to April 30 meeting		
Article 22	Dowd	Frail	5-0
Article 23	Cooley	Frail	5-0
Article 24	Levy	Frail	5-0
Article 25	Cooley	Dowd	5-0
Article 26	Cooley	Frail	5-0

Article 27	Dowd	Frail	5-0
Article 28	Defer to April 30 meeting		
Article 29	Frail	Cooley	5-0
Article 30	Cooley	Frail	5-0
Article 31	Cooley	Dowd	5-0
Article 32	Dowd	Frail	5-0
Article 33	Cooley	Frail	5-0
Article 34	Frail	Cooley	5-0
Article 35	Dowd	Frail	5-0
Article 36	Levy	Dowd	5-0
Article 37	Defer to April 30 meeting		
Article 38	Cooley	Frail	5-0
Article 39	Levy	Frail	5-0
Article 40	Frail	Cooley	5-0
Article 41	Defer to April 30 meeting		
Article 42	Frail	Dowd	5-0
Article 43	Defer to April 30 meeting		
Article 44	Defer to April 30 meeting		
Article 45	Frail	Dowd	4-1 (Levy)
Article 46	Defer to April 30 meeting		
Article 47	Levy	Frail	5-0
Article 48	Defer to April 30 meeting		
Article 49	Defer to April 30 meeting		
Article 50	Defer to April 30 meeting		

Special Town Meeting Articles:

	Motion to recommend adoption	Second	Passed
Article 1	Levy	Frail	5-0
Article 2	Cooley	Frail	5-0
Article 3	Dowd	Cooley	5-0
Article 4	Frail	Cooley	5-0
Article 5	Cooley	Frail	5-0
Article 6	Frail	Dowd	5-0
Article 7	Dowd	Frail	5-0

Town Manager Report

- Ms. Fitzpatrick thanked the community for their support of removing the Fire Department from Civil Service.

- Ms. Fitzpatrick was informed that the Personnel Board position has been approved by the Senate and is awaiting a signature from the Governor.

9:00 p.m. Board Discussion:

Committee Reports

Ms. Frail reported that in their most recent meeting, the Housing Needham Advisory Group (HONE) voted on two maps, which will be sent to the Planning Board and the State.

Ms. Dowd reported that Town-Financed Community Housing Oversight Committee (T-CHOC) met for an educational session on how financing works for affordable housing projects.

Mr. Keane reported on several items:

- The Needham Branding and Town Seal Committee is currently working with a designer in the ideation process.
- Community Conversations on Race will be held on May 2 at 6:30 p.m. at the Center at the Heights.
- A neighborhood meeting was held at the corner of Rosemary Street and Webster Street regarding the work occurring in this location.

9:26 p.m. Adjourn:

Motion by Ms. Frail that the Select Board vote to adjourn the Select Board meeting of Tuesday, April 16, 2024.

Second: Ms. Cooley. 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, April 30, 2024, at 6:00 p.m.