

**Town of Needham
Select Board
Minutes for Tuesday, June 11, 2024
Select Board's Chamber and
Via ZOOM**

<https://us02web.zoom.us/j/89068374046>

- 6:01 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Kevin Keane. Those present were Marianne Cooley, Cathy Dowd, 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. Heidi Frail was not in attendance.
- 6:02 p.m. Public Comment Period:

David Sherman, 100 Rosemary Way, proposed several additions to the Select Board's statement on Incidents of Intolerance. He further asked the Select Board to disassociate itself from the Human Rights Committee's statement on the conflict in Israel/Gaza made in November 2023.
- 6:05 p.m. 2024 Juneteenth Proclamation:

Cathy Dowd read the 2024 Juneteenth Proclamation, recognizing Juneteenth as a celebration of the resilience of Black Americans and an opportunity for education about this important part of the history of our country.
- Motion by Ms. Cooley that the Board vote to approve and sign the 2024 Juneteenth Proclamation.**
Second: Ms. Dowd. Unanimously approved 4-0.
- 6:08 p.m. Incidents of Intolerance in Needham:
Presenters: John Schlittler, Chief of Police, Tina Burgos, Needham Human Rights Committee, Jen Howard, Needham Human Rights Committee

Chief of Police John Schlittler reported on several incidents of intolerance in Needham that have occurred over recent months. These incidents date back to November 2023 through June 2024. These incidents include the removal of several lawn signs from private property as well as handwritten notes that have been left on homeowners' fences and public street signs. Chief Schlittler added that the Needham Police Department (NPD) is following up on these incidents but could not discuss the current investigative steps. Chief Schlittler noted that if it is determined that there was a crime committed that could be prosecuted, the NPD would consult with the District Attorney's office.

Tina Burgos and Jen Howard discussed the actions they have taken to address these incidents and related issues in order to ensure everyone in Needham feels safe, welcome, heard, and included. Ms. Burgos reflected on how these issues have escalated with current world affairs. She commented on the Select Board's draft statement on the incidents, adding that she would want the Board to provide further context. Ms. Howard described how these incidents are affecting Needham families, including parents preparing their children for comments they may hear at school and homeowners installing cameras outside their homes. She emphasized that these families are looking for a visible response from the Town to note that these acts will not be tolerated, and that the Town is there to support them.

Select Board members discussed next steps, including developing a multi-pronged approach that is still flexible. Chief Schlittler noted that these incidents appear to be targeted and potentially performed by young individuals with vehicles. Ms. Dowd recognized the immense pain these incidents have caused and explained her view that while the purpose of the statement is to condemn these incidents, it is only the starting point and not alone the answer to the root cause itself. Discussion ensued about changes to be made to the statement. Mr. Levy read the complete statement with the final paragraph amended as discussed.

Motion by Ms. Dowd that the Board vote to adopt the Statement on Incidents of Intolerance in Needham as amended.

Second: Ms. Cooley. Unanimously approved 4-0.

6:35 p.m. Public Hearing: Eversource Grant of Location – 18 Brookside Road:
Presenter: Hannah Cooper, Eversource Representative

Eversource Energy requested permission to install approximately 70 feet of conduit in Brookside Road. The reason for this work is to provide service to 18 Brookside 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. Questions from the Board included whether the traffic will be redirected and how long the project will take.

Motion by Mr. Levy that the Board vote to approve and sign a petition from Eversource Energy to install approximately 70 feet of conduit in Brookside Road.

Second: Ms. Dowd. Unanimously approved 4-0.

6:38 p.m. Public Hearing: Water and Sewer Rates:
Presenters: Water and Sewer Rate Structure Committee, David Davison, Deputy Town Manager/Director of Finance, Carys Lustig, Director of Public Works, Michael Retzky, Superintendent of Water and Sewer, John Tallarico, Chair, Water and Sewer Rate Structure Committee

The Water and Sewer Rate Structure Committee met to prepare for its recommendation to the Board for the FY2025 water and sewer rates. It is anticipated that the Select Board will vote on the water and sewer rates at its meeting on June 25, 2024. Mr. Davison reviewed the process thus far and provided background information, including that the Town water system is aging and investment is costly as infrastructure requires improvements. Additionally, patterns in consumption, costs for supplies, administration, and treatment chemicals, and the loss of a high end user in Coca Cola has contributed to the proposed rate structures.

Discussion ensued regarding the various rate structures presented. John Tallarico emphasized that consumption has decreased, and costs are increasing, leading the Committee to adopt a conservative and predictable approach to the rate structures. Mr. Davison provided an overview of the three alternative options:

1. Alternative G: This alternative addresses revenues by increasing both the fixed fee and step rates. This plan would also increase the quarterly basic service fees for the domestic meter, irrigation meter, and the sewer service. This is the alternative recommended by the Committee.
2. Alternative B: In this alternative, there would be no changes to water rates and no increase in fixed fees for the upcoming fiscal year based upon an estimate of billable volume. Mr. Davison identified that the concern with this alternative is that given the trend line in water and sewer use, there potentially could be a greater percentage increase in water rates in 2026.
3. Alternative D: This alternative addresses the increase to the user rates in water; however, the sewer option is the same as the other alternatives. This plan would address consumption, but fixed fees would not be addressed; they would remain at \$15 per quarter for domestic and \$4 for secondary meter.

Discussion also included the effects of new regulations for PFAS and how weather patterns and potential water bans during the summer months could affect water revenues. Mr. Davison added that Needham is on the lower end of consumers of water from the Massachusetts Water Resources Authority (MWRA). Select Board members thanked the Committee for their attention to detail in this endeavor.

7:13 p.m. Appointment Calendar and Consent Agenda:
Motion by Ms. Cooley that the Board vote to approve the Appointment Calendar and Consent Agenda.
Second: Mr. Levy. Unanimously approved 4-0.

APPOINTMENT CALENDAR

1.	Paul Molta	Climate Action Committee Term Exp: 6/30/2026
2.	Irwin Silverstein	Climate Action Committee Term Exp: 6/30/2027

3.	Ajay Devendran	Climate Action Committee Term Exp: 6/30/2025
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CONSENT AGENDA

1.	Approve Open Session Minutes of April 16, 2024 and May 28, 2024
2.	Approve the 2024 Weekday and Sunday Entertainment licenses for the Rotary Club of Needham Carnival running from July 18 to July 21, 2024, pending approval from the following departments: Police, Fire, and Public Works.
3.	Approve a request from Jill Barber, Charles River YMCA, to hold the road event “Race to Kick Cancer.” The event is scheduled for Sunday, September 22, 2024, at 10:00 am – 12:00 pm. The event and route have been approved by the following departments: Fire, Police, Public Works and Park & Recreation.
4.	Accept the following donations made to the Needham Community Revitalization Trust Fund: • \$100 from Rotary Club of Needham • \$200 from Plugged In Band Program, Inc. • \$200 from Charles River Center • \$400 from Needham Council for Arts & Culture • \$500 from Carol De Lemos
5.	Accept the following donations made to the Needham Community Revitalization Trust Fund for the Bert Wikstrom Bench: • \$200 from Barbara and Bill Allan • \$500 from the Closet Exchange
6.	Approve the following donation to the Needham Health Division: • \$300 from Christ Episcopal Church for Needham’s Gift of Warmth Program • \$1,000 from Darshana & Sandeep Thakore for Needham’s Traveling Meals Program
7.	In accordance with Section 20B of the Town Charter, and upon the recommendation of the Town Manager, adopt a revised classification and compensation plan (Schedule A) for FY2025, retaining current titles in lieu of changes recommended in the 2020 Classification and Compensation Study. Attachment updated with corrected formatting.
8.	Dissolve the following committees: Climate Action Plan Committee, Single Parcel Historic District Study Committee, Transportation Planning and Review Committee, and Town By-Law and Charter Review Working Group.
9.	Approve 20B Exemption for the following individuals to engage in work with the Needham Park and Recreation Department: Grace Scifilliti & Katherine Kurdziel.
10.	Approve and sign Water Sewer Abatement #1329

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Wes & Lauren Soper	32 Mark Lee Road	32 Mark Lee Road	6/13/24	12pm-4pm	N/A
Carin Hofer	166 Fair Oaks Park	Fair Oaks Park from Great Plain Ave to Harris Avenue	7/3/24	4pm-8pm	N/A
Jake Eisenhard	59 Beaufort Avenue	Beaufort Avenue from Nichols to Bond Street	6/29/24	3pm-9pm	N/A
Janine Helwig	158 Meadowbrook Rd	Intersection of Newell Ave & Prospect Street	9/7/24	3pm-9pm	9/8/24

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
Thickey's Club LLC	Crossfit One Nation	Crossfit Invictus, 10 Charles Street	6/22/2024

7:14 p.m. Application for a Change of Manager for an All-Alcohol License – 365 Management Company, LLC d/b/a Residence Inn by Marriott Boston Needham
Presenter: Jeff Terwilliger, Proposed Manager of Record

Jeff Terwilliger provided the Board with an overview of his credentials to serve as the Manager of Record at the Residence Inn by Marriott Boston Needham, including his familiarity with current liquor laws and the requirements for an establishment to sell alcohol. At the moment alcohol is sold only to guests of the hotel from over the front desk. Mr. Terwilliger confirmed that he understands the requirements in Needham for alcohol service.

Motion by Ms. Dowd that the Board, as Local Licensing Authority, approve and sign an application for a Change of Manager to Jeff Terwilliger for Residence Inn by Marriott Boston Needham, 80 B Street, and to forward this application to the ABCC for approval.

Second: Ms. Cooley. Unanimously approved 4-0.

7:19 p.m. Needham Art Association Public Art Project:
Presenters: Charly Nanda, Needham Art Association, J.P. Cacciaglia, Economic Development Manager

Charly Nanda presented on the Needham Art Association's (NAA) program to place decorative banners at several outdoor locations across Needham in celebration of their 75th anniversary. The banners feature art designed by local

artists and will be replaced on fences between fall 2024 and spring 2025, with banners being rotated across eight planned locations, six of which are on Town property. There are two remaining locations for which the NAA is seeking approval from the Select Board.

Motion by Ms. Cooley to approve the placement of art from the Needham Art Association's 75th Anniversary Banner Program on areas of fence at Nehoiden Street and May Street, and Rosemary Street and Highland Avenue as depicted in the Association's presentation to this Board, to be displayed from September 2024 through April 2025.

Second: Ms. Dowd. Unanimously approved 4-0.

7:26 p.m. Needham Community Action Network: Planter Art Mosaic – Go with the Flow:
Presenters: Charly Nanda, Needham Art Association, J.P. Cacciaglia, Economic Development Manager

Charly Nanda presented on the Needham Community Action Network's (NCAN) mosaic display, which was recently affixed to planters located on Haddock/McLeod Plaza on Chestnut Street. The display, entitled "Go with the Flow," was a workshop series that engaged various community members led by Needham teens culminating in the creation of 8 mosaic panels. The project included various opportunities for engagement inviting the general public to participate, focusing on youth and older adults via the Center at the Heights. The project was organized by Charly Nanda from NCAN in collaboration with Youth & Family Services, Police Department, and Department of Public Works. Ms. Nanda presented some of the panels created, and the Select Board commented on how positive an effort this was for all involved.

Motion by Ms. Cooley to accept the donation of Mosaic Tile Panels from Needham Community Action Network with an approximate value of \$3,900 for labor and materials to affix to the planters on Haddock/McLeod Plaza.

Second: Ms. Dowd. Unanimously approved 4-0.

7:33 p.m. Town Manager:

Policy Regarding Executive Session Minutes

Town Counsel Chris Heep provided a review of the policy regarding publication of Executive Session Minutes. Mr. Heep noted that periodic review of minutes from Executive Sessions needs to occur routinely at least three times per year and review may need to occur in response to a request that is received by the Board. The revised policy addresses both of these requirements. Discussion ensued regarding how the Board would handle certain types of requests for minutes, what the law requires with regard to availability of minutes, and how the Open Meeting Law plays a role in enacting the new policy.

Update to List of Special Municipal Employees

Ms. Fitzpatrick reviewed that since 2021, the Select Board has included in the committee charge and composition the Special Municipal Employee status of positions under its jurisdiction. Ms. Fitzpatrick recommended that the Board vote to designate positions recently approved by Town Meeting.

Motion by Ms. Cooley that Board vote to accept the motions as presented that impact the members of the Human Resources Advisory Committee, the General Bylaw Review Committee, and the Historic District Commission, and that remove that designation for the Climate Action Planning Committee, the Personnel Board, the Town Bylaw and Charter Review Working Group, and the Transportation Planning and Review Committee.
Second: Ms. Dowd. Unanimously approved 4-0.

American Rescue Plan Act Funding

Ms. Fitzpatrick recommended that the Board vote to approve a request for reallocation between sub grant accounts to cover overage costs for two projects in the Walker Pond area.

Motion by Ms. Cooley that the Board vote to approve the requested reallocation of funding for the Town's County ARPA Allotment.
Second: Ms. Dowd. Unanimously approved 4-0.

Town Manager Report

- A public hearing has been scheduled during the Select Board's next meeting to discuss a pilot program with the MBTA which would turn the first and last trains of the day at Needham Junction.

8:00 p.m. Board Discussion:

Committee Reports

Ms. Dowd reported that T-CHOC met on June 10 and provided an update on the funding for Linden Street and Chambers Street Redevelopment. The Committee is compiling a Request for Proposals (RFP) to identify a development partner. They expect to release the RFP in the coming weeks and select a partner in July, subsequently moving forward with the Planning Board on site planning and concurrently planning documents to apply for state funding, historically awarded in November.

Mr. Keane presented the initial branding that has been prototyped by the Branding & Town Seal Committee. Needham residents will be able to participate in a poll to provide feedback on the branding in the coming weeks.

8:13 p.m.

Adjourn:

Motion by Ms. Cooley that the Board vote to adjourn the Select Board meeting of Tuesday, June 11, 2024.

Second: Ms. Dowd. Unanimously approved 4-0.

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, June 25, 2024, at 6:00 p.m.