SELECT BOARD AGENDA
Regular Meeting
6:00 p.m. June 24, 2025

Town Hall
Select Board Chambers
1471 Highland Avenue
Needham, MA 02492
&
Zoom

Pursuant to An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency, 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://needham-k12-ma-us.zoom.us/j/82601013229?pwd=OE82V1MxQnJUZHVXZjFNbWJXRFJoQT09
Webinar ID: 826 0101 3229
Passcode: 652800
One tap mobile: +16469313860,,82601013229#,,,,*652800#

This is a public meeting of the Needham Select Board. The meeting is open to the public both in person and via Zoom. Residents are invited to provide comment during the public comment period (if set forth below) and for any item explicitly listed as a public hearing. Public comment is not available during other agenda items.

	6:00	Public Comment Period Residents 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 Recycling and Transfer Station User Fees and Charges • 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
2.	**6:10**	Kate Fitzpatrick Day Proclamation
3.	**6:35**	Poet Laureate Update • Rob MacLean, Library Director • Anne Nydam, Poet Laureate
4.	**6:40**	Trust Funds • David Davison, Deputy Town Manager/Director of Finance
5.	**6:45**	Public Hearing: Eversource Grant of Location – 36 Coulton Park • Joanne Callendar, Eversource Energy
6.	**6:45**	Public Hearing: Eversource Grant of Location – 9 Alden Road • Joanne Callendar, Eversource Energy • Joe Prondak, Building Commissioner
7.	**7:00**	Set Water and Sewer Rates • David Davison, Deputy Town Manager/Director of Finance • Carys Lustig, Director of Public Works • Cecilia Simchak, Assistant Director of Finance
8.	**7:15**	FY2024 Financial Audit • CBIZ Advisors, LLC (Independent Auditors) • David Davison, Deputy Town Manager/Director of Finance
9.	**8:00**	Town Manager • Town Manager Report
10.	**8:15**	Board Discussion • Open Meeting Law Complaint • Committee Reports

APPOINTMENT CALENDAR

1.	Jacob Shapiro	Council of Economic Advisors Term Exp: 6/30/2026
2.	Rich Adduci	Needham Community Revitalization Trust Fund Committee: Term Exp: 6/30/2028
3.	Pardis Springer	Human Rights Committee Term Exp: 6/30/2027

CONSENT AGENDA *Supporting Documents in Agenda Packet

1.*	Approve Open Session Minutes of May 27, 2025

2.	Accept the following donation made to the Needham Free Public Library: • $94.14 from an anonymous donor
3.	Accept the following donation made to Needham Public Health: • $30 from Claire Blum for Needham's Gift of Warmth program
4.	Accept the following donation made to the Needham Community Revitalization Trust Fund: • $100 from the Rotary Club of Needham
5.	Accept the following donation made to the Needham Tree Fund: • $250 from the Needham High School Class of 2025
6.	Approve the 2025 Weekday and Sunday Entertainment licenses for the Rotary Club of Needham Carnival running from July 24 to July 27, 2025, pending receipt of all required paperwork and approval from the following departments: Police, Fire, Park and Recreation, and Public Works.
7.*	Approve the following penalties for violations of M.G.L., Ch 138, Sec. 34 (sale of alcohol to a minor) and the Town of Needham Regulations for the Sale of Alcoholic Beverages (failure to use ID scanner and failure of staff to be sufficiently trained) on March 19, 2025: • PM Story Corp, dba Little Spoon: One six-day and one one-day license suspension • Fusion Cuisine, dba Gari: Two one-day license suspensions
8.*	Approve the following penalty for violations of M.G.L., Ch 138, Sec. 34 (sale of alcohol to a minor) and the Town of Needham Regulations for the Sale of Alcoholic Beverages (failure to use ID scanner) on March 19, 2025: • Needham Lending Company, LLC dba Sheraton Needham Hotel: One one-day license suspension and one one-day license suspension held in abeyance until March 19, 2026
9.*	Approve and Sign Water Sewer Abatement 1344
10.*	In accordance with Section 20B of the Town Charter, and upon the recommendation of the Town Manager after consultation with the Human Resources Advisory Committee, adopt a revised classification and compensation plan (Schedule C) for FY2026

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 06/24/2025

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

The Solid Waste Disposal & Recycling Advisory Committee and staff will review the recommended changes to the RTS rates and charges. The proposed changes would become effective October 1, 2025. It is anticipated that the Select Board will vote on the proposed rates at its meeting on July 22, 2025.

2. VOTE REQUIRED BY SELECT BOARD

Suggested Motion: None

3. BACK UP INFORMATION ATTACHED

a. Legal Notice
b. Memo Dated June 17, 2025
c. Recycling and Transfer Station User Fees and Charges Proposed Schedule

LEGAL NOTICE

TOWN OF NEEDHAM

Select Board Public Hearing

The Needham Select Board will hold a public hearing on Tuesday, June 24, 2025 at 6:00 p.m. in the Needham Town Hall, 1471 Highland Avenue, Needham, Massachusetts 02492. The purpose of this hearing is to provide the public with an opportunity to comment on any proposed changes to the recycling and transfer station 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

2x3 Town of Needham - RTS Fees Public Hearing 6-19-25 *6-19-25 HTW*

TOWN OF NEEDHAM
DEPARTMENT OF FINANCE
1471 Highland Avenue
Needham, Massachusetts 02492
Telephone 781-455-7500 www.needhamma.gov

Memorandum

To: Select Board
From: David Davison, Deputy Town Manager/Director of Finance
CC: Solid Waste Disposal & Recycling Advisory Committee; Kate Fitzpatrick, Town Manager; Katie King, Deputy Town Manager; Carys Lustig, Director of Public Works; Shane Mark, Assistant Director of Public Works/Operations; Cecilia Simchak, Assistant Director of Finance; Matthew DeMarrais, Superintendent of the Recycling & Solid Waste Division
Date: June 17, 2025
Re: Recycling and Transfer Station User Fees

A public hearing on the Recycling and Transfer Station user fees and charges has been scheduled for the Board's meeting on Tuesday, June 24, 2025. The Solid Waste Disposal & Recycling Advisory Committee and Town staff will present the recommendations to the Board in advance of public comment. The Committee consists of the Chair, Jeffrey Heller, Wells Blanchard, William Connors, David Ecsedy, and Jeffrey P. Heller. The Committee met on Thursday, June 12, 2025 to discuss and vote on proposed rate changes for the Select Board to consider.

The recommendations include amending the residential box spring or mattress disposal fee from $20 to $25, the commercial haulers box spring or mattress disposal fee from $40 to $50, and the truck tire disposal fee from $15 to $21. The changes for all three reflect the increased cost to the Town for the acceptance of those items. Because the study of the RTS operations is not yet complete, we have held off proposing any changes to the main solid waste disposal fees (pay-to-throw bags and over the scale) and the commercial sticker fee. We recommend that the effective date for the rate changes be October 1, 2025.

Members of the Committee, DPW, and Finance, will be at your meeting to discuss the recommendations and to answer questions you may have. Please do not hesitate to contact me if you have any questions before hand.

Town of Needham
Recycling and Transfer Station Charges and Fees Schedule

Description	Current as of 06/17/2025	Proposed	$ Change
RTS Sticker Fees			
Standard Sticker	No Charge	No Charge	
Standard Sticker Senior	No Charge	No Charge	
Standard Additional Sticker	No Charge	No Charge	
Hauler Sticker (annual)	$125.00	$125.00	
RTS Week Pass Program	No Charge	No Charge	
Bag Rates			
Large Bags (pack of 10)	$21.60	$21.60	
Small Bags (pack of 10)	$11.60	$11.60	
Scale Rate			
Tier 1	$180.00	$180.00	
Tier 2	$220.00	$220.00	
Minimum Scale	$30.00	$30.00	
Recycling Fees			
Commercial Single Stream (per ton)	$85.00	$85.00	
Miscellaneous Rates			
Air Conditioners	$15.00	$15.00	
Appliances (White Goods)	$15.00	$15.00	
Carpet 10x10	$10.00	$10.00	
Computer Monitor - 15" or less (Small)	$20.00	$20.00	
Computer Monitor - Greater than 15"	$20.00	$20.00	
Fluorescent Lamps (Residential)	No Charge	No Charge	
Fluorescent Lamps (bluck commercial)	$1.00	$1.00	
Freon	$15.00	$15.00	
Furniture - Chair	$10.00	$10.00	
Furniture - Sleep Sofa	$20.00	$20.00	
Furniture - Sofa	$15.00	$15.00	
Box Spring or Mattress (Residential Drop Off)	$20.00	$25.00	$5.00
Box Spring or Mattress (Commercial Drop Off)	$40.00	$50.00	$10.00
Propane Tank 20lb or less	$5.00	$5.00	
Recycling Bin	$5.00	$5.00	
Single Large Size Item	$15.00	$15.00	
Single Medium Size Item	$10.00	$10.00	
Single Small Size Item	$5.00	$5.00	
Small Printers (new)	$5.00	$5.00	
Tires - Vehicle Auto	$7.50	$7.50	
Tires - Vehicle Truck	$15.00	$21.00	$6.00
Toilet and Sinks (Porcelain)	$15.00	$15.00	
Television	$20.00	$20.00	

Town of Needham
Recycling and Transfer Station Charges and Fees Schedule

Description	Current as of 06/17/2025	Proposed	$ Change
Flat Screen TV - 15" or less (Small)	$20.00	$20.00	
Flat Screen TV - Greater than 15"	$20.00	$20.00	
All Screens (Flat; Monitors; Televisions)	$20.00	$20.00	

Town of Needham
Recycling and Transfer Station Charges and Fees Schedule

Description	Current as of 06/17/2025	Proposed	$ Change
Snow Dump Rates			
Snow Dump Fee 4 Hour Shift (After Hours)	$1,200.00	$1,200.00	
Snow Dump Fee 8 Hour Shift (After Hours)	$2,400.00	$2,400.00	
Snow Dump Per Cubic Yard (CY)#	$4.00	$4.00	
#Snow Dump Minimum Charge	$15.00	$15.00	
Commercial Yard Waste Disposal			
Brush, 12” less in diameter (TON)	$60.00	$60.00	
Leaves / Grass (TON)	$50.00	$50.00	
Wood Chips (TON)	$7.50	$7.50	
Compost & Loam for Sale			
Compost (30 gallon barrel)	No Charge	No Charge	
Compost (CY) - Residential	$4.00	$4.00	
Compost (CY) - Commercial	$4.00	$4.00	
Loam (30 gallon barrel)	$2.58	$2.58	
Loam (CY) - Residential	$16.28	$16.28	
Loam (CY) - Commercial	$16.28	$16.28	
Clean Fill	No Charge for large quantity		

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/24/2025

Agenda Item	Kate Fitzpatrick Day Proclamation
Presenter(s)	

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Following comments from the Board and other members of the Needham community, the Board will read the Kate Fitzpatrick Day Proclamation, highlighting the significant contributions made by Ms. Fitzpatrick throughout her 35 years of service to the Town of Needham.

2.	**VOTE REQUIRED BY SELECT BOARD**

Suggested Motion: That the Board vote to approve and sign the Kate Fitzpatrick Day Proclamation.

3.	**BACK UP INFORMATION ATTACHED**

1. Kate Fitzpatrick Day Proclamation

TOWN OF NEEDHAM
KATE FITZPATRICK DAY PROCLAMATION

WHEREAS: Kate Fitzpatrick entered service with the Town of Needham on March 5th, 1990 as Personnel Director, following five years with the Commonwealth of Massachusetts; and

WHEREAS: Kate immediately established herself as a leader, expanding Needham's human resources capabilities and building the foundation that the Town's staff culture stands on today; and

WHEREAS: Kate was appointed Assistant Town Administrator in 1998 and subsequently Town Administrator in 2001, during which time she laid the groundwork for the passage of the Community Preservation Act and Town Manager Act; and

WHEREAS: Kate was selected as Needham's first Town Manager in 2005, leading the Town with disciplined stewardship and strategic vision, successfully shepherding a generation of capital facility projects – to include the Public Safety Headquarters, Emery Grover renovation, Public Services Administration Building, and Town Hall restoration — preserving heritage and enhancing service delivery for all residents; and

WHEREAS: Kate advanced the local government management profession, mentoring emerging leaders, advocating for ethical excellence, and elevating women in municipal administration across the Commonwealth and the United States.

NOW THEREFORE, be it resolved that June 26th, 2025 be declared Kate Fitzpatrick Day in the Town of Needham in honor of Needham's first Town Manager for a career of selfless service on behalf of Needham and its residents.

Signed this twenty-fourth day of June, 2025

_____

_____

_____

_____

_____

SELECT BOARD

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/24/2025

Agenda Item	Poet Laureate Update
Presenter(s)	Rob MacLean, Library Director Anne Nydam, Poet Laureate

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
Mr. MacLean will provide an update on the Poet Laureate program, and Ms. Nydam will speak to her time as Poet Laureate and read an original poem.	
2.	**VOTE REQUIRED BY SELECT BOARD**
N/A – Discussion only	
3.	**BACK UP INFORMATION ATTACHED**
a. Poet Laureate Information Sheet b. Poet Laureate Guidelines	

NEEDHAM
FREE PUBLIC
LIBRARY

Needham Poet Laureate Program

Created By: Office of the Town Manager
Founded: Fall 2024
Funded: Initially with a $500 Local Cultural Council grant
Eligibility:

- live or work in Needham
- have a demonstrated commitment to the community
- have a deep understanding of the role of poetry in society
- commit to the Town's Race Equity Vision Statement
- have a substantial body of or more forms of literary arts, including poetry
- have the ability and enthusiasm to fulfill the duties of the Poet Laureate

Selection Criteria:

- Poetic merit of submitted representative work
- Ideas for community readings and student workshop
- Record of public engagement to promote poetry

Duties:

- enhance cultural life in Needham
- promote awareness and appreciation of the literary arts to a wide range of audiences
- utilize the literary arts to celebrate community events
- connect members of the Needham community through literary arts
- create programming in collaboration with the Needham Free Public Library, Health & Human Services, Park & Recreation, and the Needham Public Schools

Program Administrator: Staff of the Needham Free Public Library
Online Presence: https://needhamlibrary.org/needham-poet-laureate-program/

Poet Laureate: Anne E. G. Nydam
Background:

- published author of poetry and short stories
- Needham Open Studios, President of the Board
- relief block print artist
- former educator

Term: December 1, 2024-June 30, 2026 (future poet laureates will serve a one-year term from July 1st of one year to June 30th of the next year)
Activities as Poet Laureate:

- December 2024: Cup & Chaucer and Blackout and Found Poetry program for teens at the Library
- February 2025: reading event at the Library; four poetry workshops for second grade classes at Mitchell Elementary School
- March 2025: four poetry workshops for fourth grade classes at Mitchell Elementary School
- April 2025: Cup & Chaucer writing workshop at the Library; reading at First Parish UU Church of Needham; National Great Poetry Reading Day program at Center at the Heights; Poet Laureate logo created
- May 2025: poetry stations at ten artist studios during Needham Open Studios; webpage developed and promotional bookmarks created

POET LAUREATE OF NEEDHAM

Program Description and Guidelines

6.27.2024

POET LAUREATE OF NEEDHAM, MASSACHUSETTS
PROGRAM DESCRIPTION AND GUIDELINES

Program Description and Mission: Poetry as Windex

The intent of the Poet Laureate program is to promote public awareness of poetry. The Poet Laureate will encourage the reading and writing of poetry by creating programs and holding events, such as workshops for writers, poetry slams, readings and similar events, throughout the Town and in the Schools. The Poet Laureate will:

- enhance cultural life in Needham;
- promote awareness and appreciation of the literary arts to a wide range of audiences;
- utilize the literary arts to celebrate community events;
- connect members of the Needham community through literary arts; and
- create programming in collaboration with the Needham Public Library, Health & Human Services, Park & Recreation, and the Needham Public Schools.

Poetry Improves language, sparks creativity, improves self-awareness, & expands world views. "Poetry is so important because it helps us understand and appreciate the world around us. Poetry's strength lies in its ability to shed a "sideways" light on the world, so the truth sneaks up on you. No question about it. Poetry teaches us how to live. Poetry is like the Windex on a grubby car window—it bares open the vulnerabilities of human beings so we can all relate to each other a little better." - Alice Osborne

The Town's Race Equity Statement commits us as individuals to be intentional in our efforts to learn and practice anti-bias and antiracism, transforming our thinking, attitudes and behaviors. Poetry will be our Windex.

The Poet Laureate will be appointed by the Town Manager with input from local cultural organizations, Town staff and public officials.

Program Guidelines

<u>Administration</u>
The Poet Laureate Program will be administered by staff at the Needham Free Public Library in cooperation with the Office of the Town Manager. The Library will:

- assign a staff member to serve as a liaison to the Poet Laureate;
- publicize events that feature the Poet Laureate;
- maintain an archive of the Poet Laureate's activities;
- facilitate the activities of the Poet Laureate by helping to make initial contacts with appropriate community members;
- assist the Poet Laureate with questions/concerns that may arise in conjunction with the position; and
- Provide the Town Manager with a report on the Program to be presented to the Select

Board and Board of Library Trustees, as requested.

Eligibility

The Poet Laureate must:

- Live or work in Needham;
- have a demonstrated commitment to the community;
- have a deep understanding of the role of poetry in society;
- commit to the Town's Race Equity Vision Statement;
- have a substantial body of or more forms of literary arts, including poetry; and
- Have the ability and enthusiasm to fulfill the duties of the Poet Laureate.

All candidates are eligible regardless of age, race, gender, belief, national origin, sexual orientation, or physical ability.

Submission Requirements

Applicants should submit a letter of interest outlining their reasons for applying, vision for the position, ideas for and record of public engagement with poetry, along with a curriculum vitae and a selection of representative work.

Term

Initially, the Poet Laureate will serve for a term of one year, beginning on or about July 1.

Duties/Requirements

At a minimum, the Poet Laureate will:

- Give appropriate readings or performances at two Town events in each year – the events will be determined by the Library staff and Office of the Town Manager.
- Lead a workshop for students in conjunction with Needham Public Schools.
- Attend and moderate the Library's poetry club meeting in April for National Poetry Month.
- Provide substantive input and guidance at the end of the term on how to improve the Poet Laureate of Needham Program.
- Attend meetings as requested to report on activities.

Selection Committee

The selection committee will consist of some or all of the following members, depending on availability:

- The Town Manager
- The Library Director
- The Reference Supervisor from the Library
- The Economic Development Manager
- A member or representative of the Library Board of Trustees
- A member or representative of the Select Board
- A member or representative of the Needham Center for Arts and Culture
- A writer or recognized authority on poetry and other literary genres

Selection Criteria

- Poetic merit of submitted representative work
- Ideas for community readings and student workshop
- Record of public engagement to promote poetry

Stipend and Budget

The stipend will be $500 total for the year paid in its entirety in July (or the first month of the assignment, if different). The Office of the Town Manager and Needham Public Library will provide funding for any approved expenses associated with the program.

Creator-in-Residence Program

In the event that the success of the Poet Laureate of Needham Program outpaces the number of qualified and eligible applicants, the Program may be adapted into a Creator-in-Residence Program that expands the spotlight beyond poetry to include other literary arts as well as the visual and performing arts, science, innovation, and technology.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/24/2025

Agenda Item	Trust Funds
Presenter(s)	David Davison, Deputy Town Manager/Director of Finance

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
The Deputy Town Manager/Director of Finance will discuss with the Board a pending change to the Town's trust funds.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Suggested Motion: Move that the Select Board _____.	
3.	**BACK UP INFORMATION ATTACHED**
a. Provided under separate cover.	

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/24/2025

Agenda Item	Public Hearing: Eversource Grant of Location – 36 Coulton Park
Presenter(s)	Joanne Callender, Eversource Representative

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Eversource Energy requests permission to install approximately six feet of conduit in Coulton Park. The reason for this work is to provide service to 36 Coulton Park.

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**

Suggested Motion: That the Select Board approve and sign a petition from Eversource Energy to install approximately six feet of conduit in Coulton Park.

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: Myles Tucker, 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: 6/9/25 REVIEWER: R.W.W.

SITE LOCATION: #36 COULTON PARK UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

A Sidewalk/Grass Strip Crossing Only Peer Review tar

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
- [x] Diameter of Conduit 4"
- [x] Depth of Conduit
- [x] Utility Conflicts
- [x] Crossing Perpendicular to Road
- [x] Public Road
- [ ] Double Pole N/A
- [ ] Old Pole Removed N/A
- [x] Cables Transferred to New Pole No
- [x] New Riser on Pole No
- [x] Visible Trench Patch across Road/Sidewalk No
- [x] Abutters List Complete
- [x] Photos Included

Department Head _____

COMMENTS:

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

The application is complete pending a public hearing- tar 6/27/25

EVERSOURCE ENERGY

180 Calvary Street
Waltham, Ma 02453

June 4, 2025

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: Coulton Park
Needham, MA
W.O.# 20405549

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 6 feet of conduit in Coulton Park.

The reason for this work is to provide service to #36 Coulton Park.

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 tranmission of electricity for lighting, heating or power under the public way or ways of the Town thereinafter 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:

Coulton Park - **Easterly from pole 74/14, approximately 454 feet south of Harris Avenue, install approximately 6 feet of conduit.**

W.O.# 20405549

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 April 3, 2025** 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 _____ 2025 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,** Masssachusetts, duly adopted on the _____ day of _____, 2025 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 April 3, 2025,** and filed herewith, under the following public way or ways of said Town:

Coulton Park - **Easterly from pole 74/14, approximately 454 feet south of Harris Avenue, install approximately 6 feet of conduit.**

W.O.# 20405549

NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY

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

Dated this 4th day of June 2025

Town of **NEEDHAM** Massachusetts

Received and filed _____2025

_____

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NAD 1983

#60

COULTON PK

APPROX. R.O.W

EOP

WOODED AREA

INSTALL 1 - 4" PVC PIPE
SCHEDULE 40, NO CONCRETE
SECTION 1 FIG. 1 6'±

APPROX. 454'±
TO HARRIS AVE

74/13

74/14

74/15

APPROX. PT.
OF PICKUP

#44

#40

#36

SECTION - 1

STREET SURFACE

APPROX. DEPTH 2'-6"

SECTION OF PROPOSED LINE

1-IRON PIPE OR
1-PVC CONDUIT (SCH.40)
OR 1-FIBRE DUCT

FIGURE - 1

0 20 40

SCALE IN FEET

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 NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR 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 THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

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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# 71-25	NSTAR ELECTRIC d/b/a EVERSOURCE
Ward #	1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Work Order # 20405549	*Plan of* COULTON PARK
Surveyed by: N/A	NEEDHAM
Research by: GR	Showing PROPOSED CONDUIT LOCATION
Plotted by: LM	
Proposed Structures: LM	
Approved: K RICE	Scale 1"=20' Date APRIL 3, 2025
P#	SHEET 1 of 1

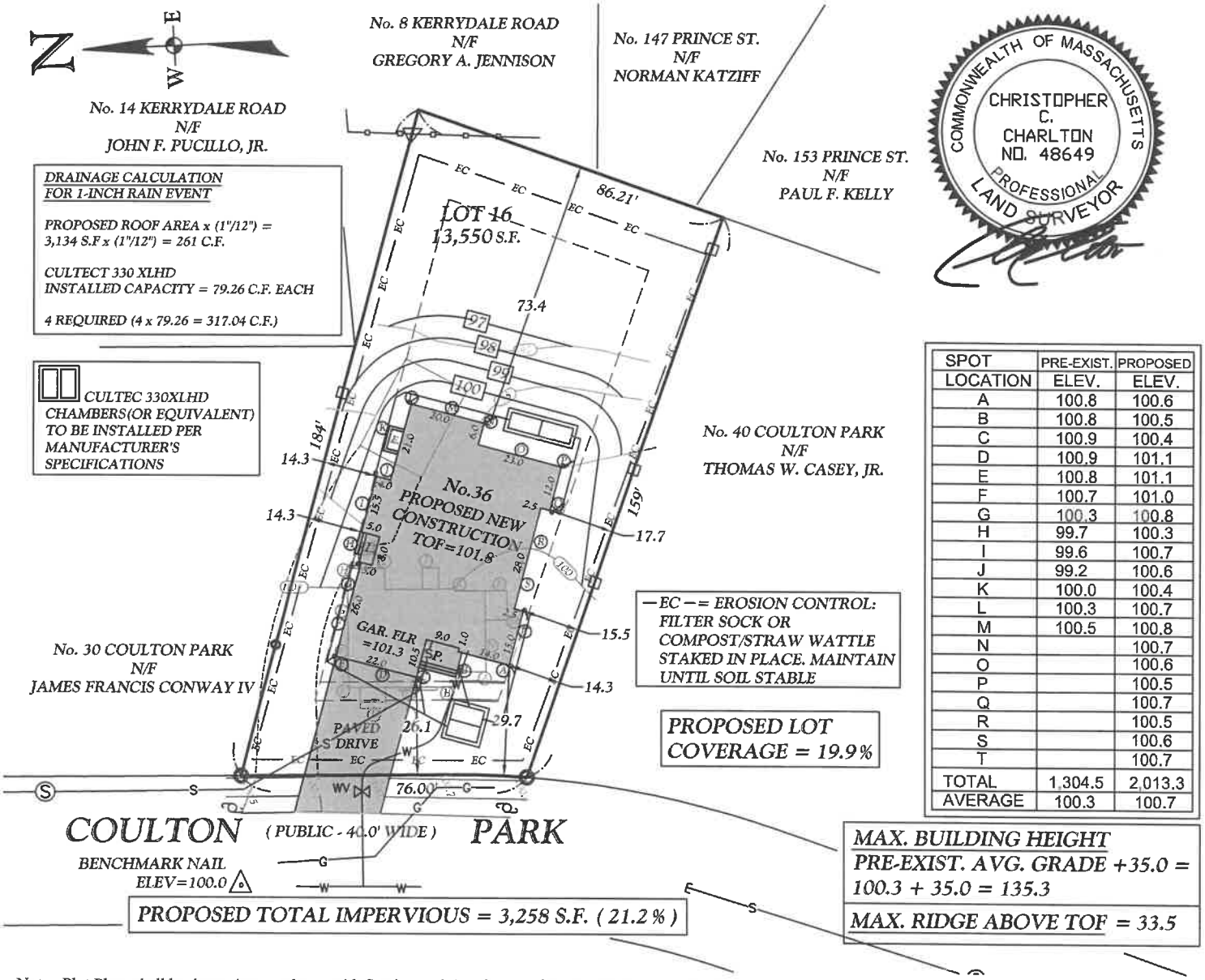
TOWN OF NEEDHAM, MASSACHUSETTS

Building Inspection Department

Building Permit Number: _____
Lot Area: *13,550 S.F.*
Owner: _____

Assessor's Map & Parcel Number: *MAP N0. 32, PARCEL 30*
Zoning District: *SRB*
Address: *No. 36 COULTON PARK*
Builder: *BALLAST CONSTR.*

PROPOSED NEW CONSTRUCTION PLOT PLAN
40' Scale



SPOT LOCATION	PRE-EXIST. ELEV.	PROPOSED ELEV.
A	100.8	100.6
B	100.8	100.5
C	100.9	100.4
D	100.9	101.1
E	100.8	101.1
F	100.7	101.0
G	100.3	100.8
H	99.7	100.3
I	99.6	100.7
J	99.2	100.6
K	100.0	100.4
L	100.3	100.7
M	100.5	100.8
N		100.7
O		100.6
P		100.5
Q		100.7
R		100.5
S		100.6
T		100.7
TOTAL	1,304.5	2,013.3
AVERAGE	100.3	100.7

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 in 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 *12 th* day of *FEBRUARY* 20 *25*.
Name *CHRISTOPHER C. CHARLTON* Registered Land Surveyor No. *48649* License Expiration Date *06/30/2026*
Address *105 BEAVER STREET* City *FRANKLIN* State *MA* Zip *02038* Tel. No. *(508) 528-2528*
Approved _____ Director of Public Works Date _____
Approved _____ Building Inspector Date _____

COULTON PARK
COULTON PARK
#29
#33
#45
#50
#46
#44
POLE #74/15
POLE #74/14
POLE #74/15
PROP. LOCATION
PROP. DRIVE
OLD #36
PROP. #36
S
E
W
S

1"=40'

N

ZIP System
CORE & MAIN
COREANDMAIN.COM
28
Y31-395

NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:45 p.m. on Tuesday, June 24, 2025, in person at Town Hall, 1471 Highland Avenue, Needham, MA 02492 and via Zoom** upon petition of Eversource Energy dated April 3, 2025, to install approximately six feet of conduit in Coulton Park. The reason for this work is to provide service to 36 Coulton Park.

A public hearing is required, and abutters are hereby notified.

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

Heidi Frail
Catherine Dowd
Joshua Levy
Marianne Cooley
Kevin Keane

SELECT BOARD

You are invited to a Zoom webinar:
https://needham-k12-ma-us.zoom.us/j/82601013229?pwd=OE82V1MxQnJUZHVXZjFNbWJXRFJoQT09
Passcode: 652800
Webinar ID: 826 0101 3229

Dated: June 16, 2025

36 COULTON PK
GOL

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/032.0-0038-0000.0	PUCILLO, JOHN F., JR &	BASILIO, LYNN A	14 KERRYDALE RD	NEEDHAM	MA	02492-
199/032.0-0039-0000.0	CONWAY, JAMES FRANCIS IV &	CONWAY, SAMANTHA JEAN	30 COULTON PK	NEEDHAM	MA	02492-
199/032.0-0014-0000.0	KELLY, PAUL F. &	KELLY, LYNN E.	153 PRINCE ST	NEEDHAM	MA	02492-
199/032.0-0024-0000.0	KATZIFF, NORMAN &	KATZIFF, LOIS A	147 PRINCE ST	NEEDHAM	MA	02492-
199/032.0-0026-0000.0	TOWN OF NEEDHAM		1471 HIGHLAND AVE	NEEDHAM	MA	02492-
199/032.0-0030-0000.0	HANBURY, GAIL F., TR	GAIL F. HANBURY REVOCABLE TRUST	57 MARKED TREE RD	NEEDHAM	MA	02492-
199/032.0-0031-0000.0	JENNISON, GREGORY A. &	JENNISON, DANIELA A	8 KERRYDALE RD	NEEDHAM	MA	02492-
199/032.0-0025-0000.0	CASEY, MAURA O'SHAUGHNESSY TR.	MAURA O'SHAUGHNESSY CASEY 2008 REVOCABLE TRUST	40 COULTON PK	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: 6/24/2025

Agenda Item	Public Hearing: Eversource Grant of Location – 9 Alden Road
Presenter(s)	Joanne Callender, Eversource Representative Joe Prondak, Building Commissioner

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Eversource Energy requests permission to install approximately seven feet of conduit in Alden Road. The reason for this work is to provide service to 9 Alden 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**

Suggested Motion: That the Select Board approve and sign a petition from Eversource Energy to install approximately seven feet of conduit in Alden 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: Myles Tucker, 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: JUNE 16, 2025 REVIEWER: R.W.W.

SITE LOCATION: #9 ALDEN RD. UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

(A) Sidewalk/Grass Strip Crossing Only Peer Review tar

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

- [x] Petition Plan Consistent with Field Review
- [x] Diameter of Conduit 3"
- [x] Depth of Conduit
- [x] Utility Conflicts
- [x] Crossing Perpendicular to Road
- [x] Public Road
- [ ] Double Pole N/A
- [x] Old Pole Removed N/A
- [x] Cables Transferred to New Pole No
- [x] New Riser on Pole No
- [x] Visible Trench Patch across Road/Sidewalk No
- [ ] Abutters List Complete
- [x] Photos Included

Department Head

COMMENTS:

TRENCHING FROM E.H.H. TO POLE, RISER ON POLE, NO SIDEWALK CROSSING INVOLVED.

The Electrician was contacted to attend the Select Board meeting for work already completed. The paper work is complete pending the public hearing

EVERSOURCE ENERGY

180 Calvary Street
Waltham, Ma 02453

June 12, 2025

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: Alden Road
Needham, MA
W.O.# 20781807

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 7 feet of conduit in Alden Road.

The reason for this work is to provide service to #9 Alden 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

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 tranmission of electricity for lighting, heating or power under the public way or ways of the Town thereinafter 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:

Alden Road - **Westerly from pole 273/1, approximately 40 feet southwest of Pilgrim Road, install approximately 7 feet of conduit.**

W.O.# 20781807

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 May 23, 2025** 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 _____ 2025 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,** Masssachusetts, duly adopted on the _____ day of _____, 2025 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 May 23, 2025,** and filed herewith, under the following public way or ways of said Town:

Alden Road - **Westerly from pole 273/1, approximately 40 feet southwest of Pilgrim Road, install approximately 7 feet of conduit.**

W.O.# 20781807

NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY

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

Dated this 12th day of June 2025

Town of **NEEDHAM** Massachusetts

Received and filed _____2025

_____

N:\SHARED-mmas-vf02\CIMAGE\BASELINS\NEE\NEE-ALDENRAB.dwg

#85
PILGRIM RD

APPROX. ROW

PILGRIM RD

EOP

EOP

#86
PILGRIM RD

APPROX. ROW

NAD 1983

INSTALL 1 - 3" PVC PIPE
SCHEDULE 40, NO CONCRETE
SECTION 1 FIG. 1 7'±

ALDEN RD

273/1

APPROX. ROW

APPROX. ROW

APPROX. PT.
OF PICKUP

#9
ALDEN RD

SECTION - 1

STREET SURFACE

APPROX. DEPTH 2'-6"

SECTION OF PROPOSED LINE

1-IRON PIPE OR
1-PVC CONDUIT (SCH.40)
OR 1-FIBRE DUCT

FIGURE - 1

0 20 40

SCALE IN FEET

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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# 118-25	NSTAR ELECTRIC d/b/a EVERSOURCE
Ward #	1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Work Order # 20781807	*Plan of* #9 ALDEN RD
Surveyed by: N/A	NEEDHAM
Research by: GR	Showing PROPOSED CONDUIT LOCATION
Plotted by: GR	
Proposed Structures: GR	
Approved: K RICE	Scale 1"=20' Date MAY 23, 2025
P#	SHEET 1 of 1

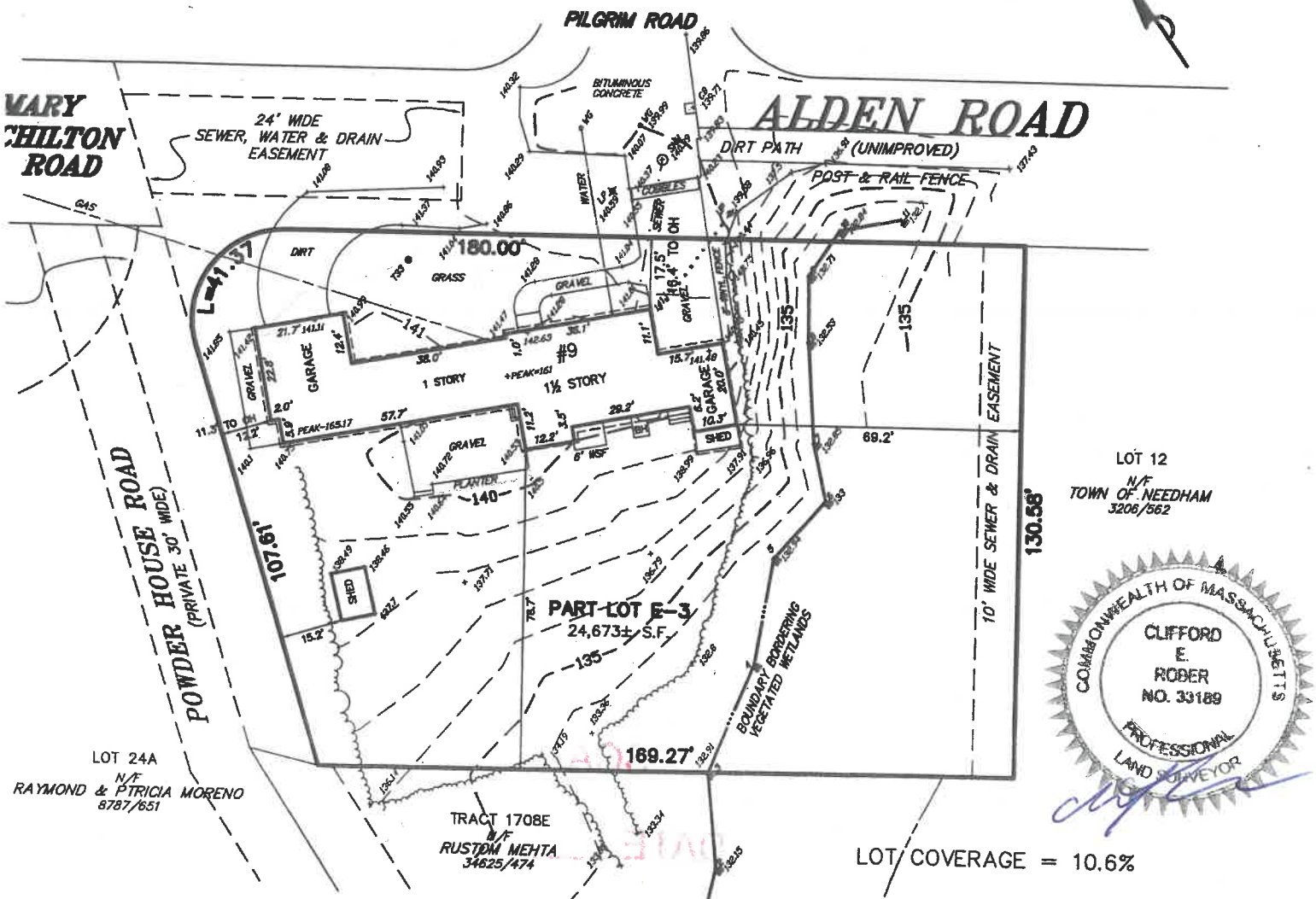
TOWN OF NEEDHAM, MASSACHUSETTS
Building Inspection Department

Building Permit No. B120171000 At No. #9 ALDEN ROAD

Lot Area 24,673 S.F. Zoning District SINGLE RESIDENCE B

Owner RUSTOM MEHTA Builder

AS-BUILT PLAN
40' Scale



LOT COVERAGE = 10.6%

ote: Plot Plans shall be drawn in accordance with Section 7.2.1 and 7.2.2 of the Zoning By-Laws for the Town of Needham. All plot plans shall show existing structures nd public utilities, including water mains, sewers, drains, gaslines, etc.; driveways, Flood Plain and Wetland Areas, lot dimensions, dimensions of proposed structures, sideline 'fsets and setback distances, (allowing for overhangs) and elevation of top of foundations and garage floor. For new construction, elevation of lot corners at street line and isting and approved street grades shall be shown for grading along lot line bordering street line. For pool permits, plot plans shall also show fence surrounding pool with 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 ain catch basin (if any) and, sewage disposal system location in unsewered area.
Accessory structures may require a separate building permit – See Building Code)

R4983

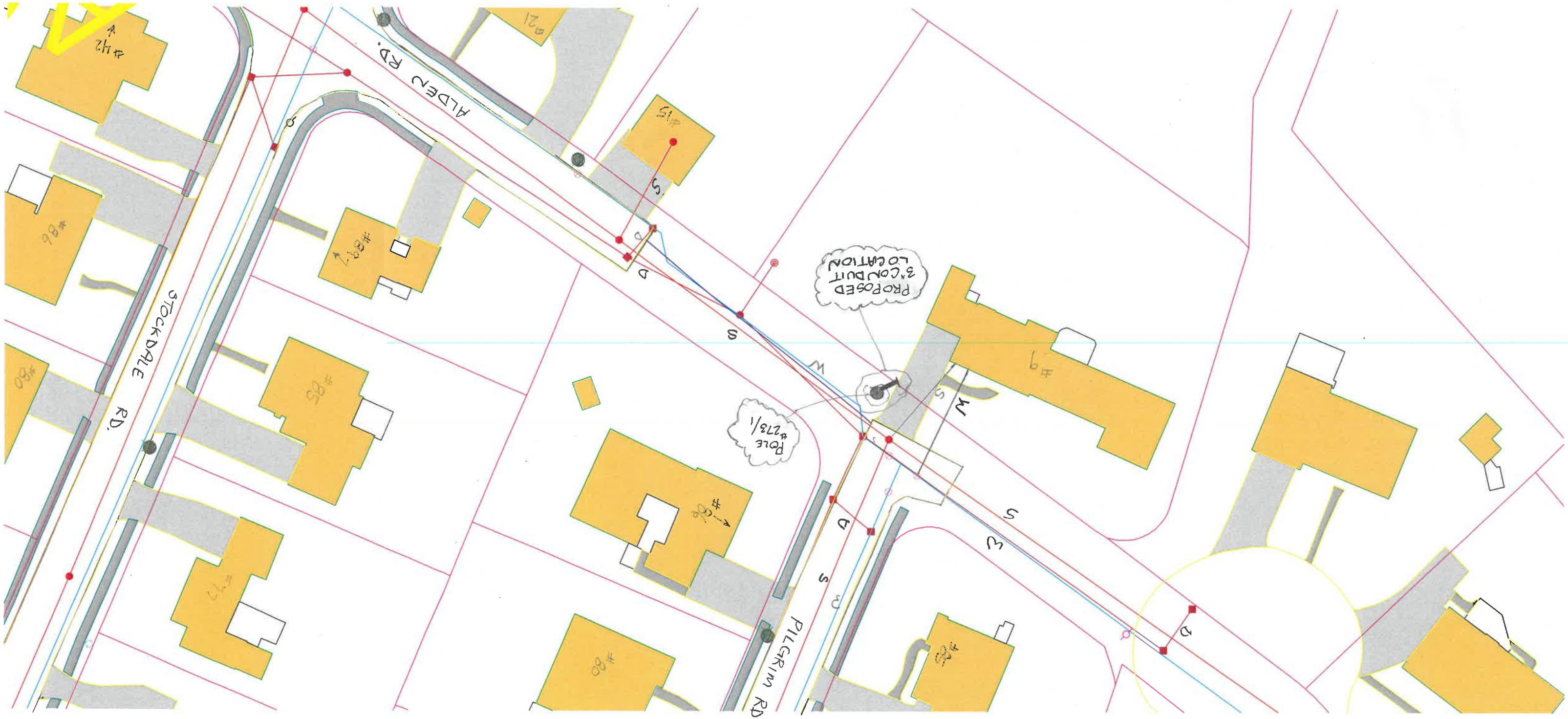
hereby certify that the information provided on this plan is accurately shown and correct as indicated.
he above is subscribed to and executed by me this 6th day of JUNE, 20 18.

ame CLIFFORD E. ROBER Registered Land Surveyor No. 33189

ddress 1072A MASSACHUSETTS AVENUE City ARLINGTON State MA Zip 02476 Tel No. (781)648-5533

pproved R C Mason Director of Public Works Date 12/3/18

pproved Paula Rich (ZBA DEC.) Building Inspector Date 11/29/18 TEC


ALDEN RD.
STOCKDALE RD.
PILGRIM RD
PROPOSED
3" CONDUIT
LOCATION
POLE
#273/1
#15
#21
#12
#98
#97
#80
#85
#77
#88
#86
#83
#9
N
1"=40'

Invisible Fence
3EWP 92

NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:45 p.m. on Tuesday, June 24, 2025, in person at Town Hall, 1471 Highland Avenue, Needham, MA 02492 and via Zoom** upon petition of Eversource Energy dated April 3, 2025, to install approximately seven feet of conduit in Alden Road. The reason for this work is to provide service to 9 Alden Road.

A public hearing is required, and abutters are hereby notified.

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

Heidi Frail
Catherine Dowd
Joshua Levy
Marianne Cooley
Kevin Keane

SELECT BOARD

You are invited to a Zoom webinar:
https://needham-k12-ma-us.zoom.us/j/82601013229?pwd=OE82V1MxQnJUZHVXZjFNbWJXRFJoQT09
Passcode: 652800
Webinar ID: 826 0101 3229

Dated: June 16, 2025

9 ALDEN ROAD

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/115.0-0044-0000.0	KENT, JOEL CHRISTOPHER &	KENT, JOHNNA MADDEN	86 PILGRIM RD	NEEDHAM	MA	02492·
199/145.0-0009-0000.0	MCMAHON, JAMES I.	WEINBERG, JULIE S.	100 MARY CHILTON RD	NEEDHAM	MA	02492·
199/115.0-0045-0000.0	TOWN OF NEEDHAM	SEWER DEPT-PUMPING STA	1471 HIGHLAND AVE	NEEDHAM	MA	02492·
199/115.0-0046-0000.0	MEHTA, RUSTOM F		9 ALDEN RD	NEEDHAM	MA	02492·
199/218.0-0021-0041.0	UNITED STATES OF AMERICA	DEPT OF THE ARMY-CORPS OF ENGINEERS	696 VIRGINIA RD	CONCORD	MA	01742·
199/115.0-0047-0000.0	LOPES, EDWARD J. JR. & JANET C. TRS	LOPES REALTY TRUST	85 PILGRIM RD	NEEDHAM	MA	02492·
199/217.0-0010-0000.0	UNITED STATES OF AMERICA	DEPT OF THE ARMY-CORPS OF ENGINEERS	696 VIRGINIA RD	CONCORD	MA	01742·
199/145.0-0008-0000.0	MORENO, RAMON M. & PATRICIA J. TI	RAY M.& PATRICIA J MORENO REVOCABL	107 MARY CHILTON RD	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: 06/24/2025

Agenda Item	Set Water and Sewer Rates
Presenter(s)	David Davison, Deputy Town Manager/Director of Finance Carys Lustig, Director of Public Works Cecilia Simchak, Assistant Director of Finance

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED

The Board held a Public Hearing regarding the water and sewer rates at its June 10, 2025 meeting. The Water and Sewer Rate Structure Committee presented three proposed rate structures, so-called Alternative 70 Alternative 64, and Alternative 16.

Alternative 70 Water step rates increase by ~3.0% except that the primary water step rate 3 would increase to $5.44 per hundred cubic feet so that water use at step is billed at cost and not below cost. All sewer step rates increase by ~6.00%. There are no changes to the basic water and sewer service fees. This would result in a combined water and sewer change of 5.5% for AHWS use at 12,000 C.F.

Alternative 64 All water steps increase by ~9.5% and increase all sewer step rates by ~6.0%. There are no changes to the basic water and sewer service fees. This would result in a combined water and sewer change of 6.4% for AHWS use at 12,000 C.F.

Alternative 16 Water step rates increase by ~3.0% except that the primary water step rate 3 would increase to $5.44 per hundred cubic feet so that water use at step is billed at cost and not below cost. All sewer step rates increase by ~12.3%. There are no changes to the basic water and sewer service fees. This would result in a combined water and sewer change of 10.0% for AHWS use at 12,000 C.F. This option pulls the sewer subsidies down to a more suitable level going forward, meaning future sewer rate changes will be lower than they would otherwise need to be.

The discussion was also about whether and how much of a subsidy (paying less than cost) should the rate structure allow in order not to place too much of the cost on a subset of customers, which is not sustainable in the long run and will cause greater hardship in the future if not addressed. Lowering the subsidies could be done over two to three years rather than all at once. The guidelines offered were that primary water step rate one should not be more than 20% and primary water step rate two should not be more than 10%, approximately 70% of the billed primary water use fell under those two steps. For the sewer, step rate one should not be more than 10% and step rate two should not be more than 5%. The five year average billed sewer use shows that approximately 78% of use fell under those two steps.

2. VOTE REQUIRED BY SELECT BOARD

Suggested Motion: Move that the Board approve the water and sewer rates identified as **Alternative** _____ and that they be effective July 1, 2025; that the Board approve a Septage Disposal fee of $85.00 per 1,000 gallons.

3. BACK UP INFORMATION ATTACHED

Water and Sewer Rate Options Table A-70, A-64, and A-16

Town of Needham
Water and Sewer Rates Options

Description	Current Rate	A-70 Rate	$ Change	% Change	A-64 Rate	$ Change	% Change	A-16 Rate	$ Change	% Change
Basic Service Fee - Montl	$5.33	$5.33			$5.33			$5.33		
Basic Service Fee - Quart	$16.00	$16.00			$16.00			$16.00		
Water - Primary Meter										
Step 1	$3.37	$3.47	$0.10	3.0%	$3.69	$0.32	9.5%	$3.47	$0.10	3.0%
Step 2	$3.61	$3.72	$0.11	3.0%	$3.95	$0.34	9.4%	$3.72	$0.11	3.0%
Step 3	$4.53	$5.44	$0.91	20.1%	$4.96	$0.43	9.5%	$5.44	$0.91	20.1%
Step 4	$5.56	$5.73	$0.17	3.1%	$6.09	$0.53	9.5%	$5.73	$0.17	3.1%
Basic Service Fee - Montl	$1.67	$1.67			$1.67			$1.67		
Basic Service Fee - Quart	$5.00	$5.00			$5.00			$5.00		
Water - Secondary Meter										
Step 1	$5.72	$5.89	$0.17	3.0%	$6.26	$0.54	9.4%	$5.89	$0.17	3.0%
Step 2	$6.17	$6.36	$0.19	3.1%	$6.76	$0.59	9.6%	$6.36	$0.19	3.1%
Step 3	$6.84	$7.05	$0.21	3.1%	$7.49	$0.65	9.5%	$7.05	$0.21	3.1%
Step 4	$9.11	$9.38	$0.27	3.0%	$9.98	$0.87	9.5%	$9.38	$0.27	3.0%
Basic Service Fee - Montl	$4.34	$4.34			$4.34			$4.34		
Basic Service Fee - Quart	$13.00	$13.00			$13.00			$13.00		
Sewer										
Step 1	$10.50	$11.13	$0.63	6.0%	$11.13	$0.63	6.0%	$11.79	$1.29	12.3%
Step 2	$11.59	$12.29	$0.70	6.0%	$12.29	$0.70	6.0%	$13.02	$1.43	12.3%
Step 3	$12.50	$13.25	$0.75	6.0%	$13.25	$0.75	6.0%	$14.04	$1.54	12.3%
Step 4	$13.63	$14.45	$0.82	6.0%	$14.45	$0.82	6.0%	$15.31	$1.68	12.3%
Septage Disposal										
Per 1,000 Gallons	$85.00	$85.00			$85.00			$85.00		
Annual Bill	$1,930.04	$2,035.52	$105.48	5.5%	$2,054.36	$124.32	6.4%	$2,122.16	$192.12	10.0%

	Rate	Subsidy per HCF	Percent	Rate	Subsidy per HCF	Percent	Rate	Subsidy per HCF	Percent
Water									
The minimum required single rate	**$5.44**			**$5.44**			**$5.44**		
Primary Meter									
Proposed Step 1 Rate	$3.47	$1.97	36.2%	$3.69	$1.75	32.2%	$3.47	$1.97	36.2%
Proposed Step 2 Rate	$3.72	$1.72	31.6%	$3.95	$1.49	27.4%	$3.72	$1.72	31.6%
Proposed Step 3 Rate	$5.44	No Subsidy		$4.96	$0.48	8.8%	$5.44	No Subsidy	
Proposed Step 4 Rate	$5.73	No Subsidy		$6.09	No Subsidy		$5.73	No Subsidy	
Secondary Meter									
Proposed Step 1 Rate	$5.89	No Subsidy		$6.26	No Subsidy		$5.89	No Subsidy	
Proposed Step 2 Rate	$6.36	No Subsidy		$6.76	No Subsidy		$6.36	No Subsidy	
Proposed Step 3 Rate	$7.05	No Subsidy		$7.49	No Subsidy		$7.05	No Subsidy	
Proposed Step 4 Rate	$9.38	No Subsidy		$9.98	No Subsidy		$9.38	No Subsidy	
Sewer									
The minimum required single rate	**$13.08**			**$13.08**			**$13.08**		
Proposed Step 1 Rate	$11.13	$1.95	14.9%	$11.13	$1.95	14.9%	$11.79	$1.29	9.9%
Proposed Step 2 Rate	$12.29	$0.79	6.0%	$12.29	$0.79	6.0%	$13.02	$0.06	0.5%
Proposed Step 3 Rate	$13.25	No Subsidy		$13.25	No Subsidy		$14.04	No Subsidy	
Proposed Step 4 Rate	$14.45	No Subsidy		$14.45	No Subsidy		$15.31	No Subsidy	

SELECT BOARD
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 06/24/2025

Agenda Item	FY2024 Financial Audit
Presenter(s)	CBIZ Advisors, LLC (Independent Auditors) David Davison, Deputy Town Manager/Director of Finance

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Representatives of the audit firm CBIZ Advisors, LLC (formerly Marcum LLP) will update the Board as to their work and audit of the Town's general purpose financial statements for fiscal year 2024.

2.	**VOTE REQUIRED BY SELECT BOARD**

No Vote Required

3.	**BACK UP INFORMATION ATTACHED**

1. Cover Memo Dated June 17, 2025
2. Annual Audit Report (under separate cover)

Town of Needham
Finance Department

Memo

To: Members of the Select Board

From: David Davison, Deputy Town Manager/Director of Finance

CC: Kate Fitzpatrick, Town Manager; Daniel E. Gutekanst, Superintendent of Schools; Katie King, Deputy Town Manager; Ellyse Glushkov, Treasurer/Collector; Anne Gulati, Assistant Superintendent for Finance and Operations; Molly Pollard, Finance Committee Executive Secretary; Cecilia Simchak, Assistant Director of Finance; Michelle Vaillancourt, Town Accountant

Date: June 17, 2025

Re: Fiscal Year 2024 Annual Audit

FY2024 Audit

The independent audit firm CBIZ Advisors, LLC (formerly Marcum LLP) is completing its audit of the Town's Financial Statements for the fiscal year ended June 30, 2024. Representatives from the firm are scheduled to meet with the Board on Tuesday, June 24, 2025. The Board will hear an overview of the audit process and comments the auditors may have regarding Town operations. We will be available to address questions that the Board may have.

An invitation will be extended to the members of the Finance Committee through the Executive Secretary and through School Superintendent to members of the School Committee to attend your meeting so that they will also have an opportunity to hear the report firsthand.

Please do not hesitate to contact me if you have any questions prior to the meeting.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/24/2025

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: 6/24/2024

Agenda Item	Open Meeting Law Complaint
Presenter(s)	Board Discussion

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Barbara McDonald filed an Open Meeting Law Complaint Form with the Select Board on June 16, 2025. In this complaint, Ms. McDonald alleges violations of the Open Meeting Law relating to the recent appointment to fill a vacancy on the Needham Housing Authority.

In accordance with M.G.L. c. 30A, §23, the Select Board is required to provide the complainant and the Attorney General with its response to the complaint within 14 business days after filing.

2.	**VOTE REQUIRED BY SELECT BOARD**

Suggested Motion: That the Board authorize Town Counsel to prepare and submit a response to the Open Meeting Law complaint.

3.	**BACK UP INFORMATION ATTACHED**

a. Open Meeting Law Complaint Form filed by Barbara McDonald

OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

RECEIVED
TOWN OF NEEDHAM
SELECT BOARD
2025 JUN 16 P 4:55

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Barbara Last Name: McDonald

Address: 147 Pickering St.

City: Needham State: MA Zip Code: 02492

Phone Number: 617-224-6809 Ext.

Email: oakhanley@gmail.com

Organization or Media Affiliation (if any):

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?
(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☒ City/Town ☐ County ☐ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Needham Mass, Select Board

Specific person(s), if any, you allege committed the violation: Board Chairs Heidi Frail & Reggie Foster

Date of alleged violation: May - June 2025

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

See attached timeline statement. (3 pages)

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

Redo the process in accordance w/ Open Meeting Law & Needham's own appointment process (long standing).

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: Barbara McDonald **Date:** 6/14/2025

For Use By Public Body
Date Received by Public Body:

For Use By AGO
Date Received by AGO:

Timeline of Events and Alleged Open Meeting Law Violation

Needham Housing Authority Appointment – June 2025

April 8, 2025
I, Barbara McDonald was a candidate for the Needham Housing Authority in the town-wide election. I received nearly 3,000 votes but lost by a narrow margin of 210.

Mid-April (on or about April 15, 2025)
A sitting Housing Authority board member—whose term did not expire until 2028—resigned, creating a mid-term vacancy.

May 16, 2025
I submitted an online application to fill the vacant seat. She was informed that the position would be filled through appointment, not election.

May 19, 2025
I received an email from Town employee Myles Tucker stating that interviews would be required and likely take place the following week.

May 21, 2025
Mr. Tucker followed up to schedule an interview, noting that May 28th was the preferred date for the panel.

May 22, 2025
I confirmed my availability and asked who would be conducting the interview. Mr. Tucker responded that the interview panel would consist of Select Board Vice Chair Cathy Dowd and Housing Authority Vice Chair Jim Flanagan.

May 29, 2025
I was interviewed via Zoom by Vice Chairs Dowd and Flanagan, with Mr. Tucker in attendance. During the interview, I was told the following:

- There were seven total applicants.
- Interviews were concluding that day.
- Vice Chairs Dowd and Flanagan would make a recommendation to the full Select Board and Housing Authority.
- A joint vote will occur on **June 10** during a public meeting.
- The recommended candidate(s) will be identified in the Select Board's agenda to be published during the week of **June 2–6**.
- I will be contacted by Mr. Tucker with an update **before** the recommendation became public.

June 5, 2025 (5:00 PM)
I emailed Mr. Tucker asking for an update.

June 6, 2025
Mr. Tucker's email response was that my application was not being recommended for "primary consideration" by either board. he did **not** disclose who had been selected. He did **not** provide a list of the other candidates or any explanation for the decision—despite assurances made during the interview.

Public Notice Issues:

- Multiple meeting notices were posted on **May 21, June 2**, and **June 3**, but none identified the candidates or stated who had been recommended.
- No interview minutes or public documentation were made available.
- The public was not notified of the applicant pool or given an opportunity to observe the selection process.

June 10, 2025 – Joint Select Board and Housing Authority Meeting

- Only **two of the seven** applicants were presented and discussed publicly.
- The qualifications of the remaining five applicants were not mentioned.
- When asked whether the process followed the Board's rules, the Chair responded that it had been reviewed and approved by Town Counsel, calling it "all kosher."

Josh Levy, Select Board Member:

- Raises concern that in the past, full boards interviewed candidates publicly.
- Suggests the board needs a discussion to clarify the proper process going forward.
- Notes he was unaware of the decision to exclude public interviews.
- Points out that board policy states decisions should be made by the full board, not just the chairs.

Heidi Frail, Select Board Chair:

- States that the chairs alone decided on the process.
- Says the town has moved away from public interviews to protect the privacy of volunteers.
- Acknowledges the process was not discussed with or approved by the full boards.
- Defends the process by stating it was "blessed by Town Counsel" and claims it's "kosher."

What This Reveals:

- A departure from past precedent of public interviews for elected vacancies.
- A decision making process limited to board chairs, excluding broader board participation.
- Questions about whether current practice violates stated board policy.
- Implicit knowledgement that the public was intentionally excluded from the process.

Concerns:

- **Lack of transparency**: All interviews were conducted behind closed doors, without public notice or observation.
- **Failure to inform the public:** The identities of applicants and the reasoning behind the selection were withheld until the moment of the vote.

- **No accessible records:** There is no public record-no minutes, summaries, or documentation—of the interviews.
- **Pre-determined outcome:** The public portion of the process involved discussion of only two candidates, raising concerns that decisions were made privately without full board participation.

Conclusion

These actions appear to violate Massachusetts Open Meeting Law, which is intended to ensure transparency, accountability, and public access in governmental decision-making. By conducting interviews in private, failing to disclose key information, and presenting only limited candidates at the public meeting, the process falls short of legal and ethical standards. It undermines public trust and sets a troubling precedent for future appointments.

Barbara McDonald 6/14/2025

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/24/2025

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	

Town of Needham
Select Board
Minutes for Tuesday, May 27, 2025
Select Board Chambers and
Via ZOOM
https://us02web.zoom.us/j/89068374046

6:02 p.m. Call to Order

A meeting of the Select Board was convened by Chair Heidi Frail. Those present were Vice Chair Cathy Dowd, Joshua Levy, Marianne Cooley, Kevin Keane, and Town Manager Kate Fitzpatrick. David Davison, Deputy Town Manager/Director of Finance and Katie King, Deputy Town Manager were also in attendance.

6:02 p.m. Public Comment Period

No public comments were heard.

6:03 p.m. 2025 Pride Month Proclamation

Ms. Dowd read the Pride Month Proclamation, highlighting the Town of Needham as a welcoming community that values and embraces the LGBTQIA+ community.

Motion by Mr. Keane that the Board vote to approve and sign the 2025 Pride Month Proclamation.
Second: Ms. Dowd. Unanimously approved 5-0.

6:06 p.m. Public Hearing: Application for an Alteration of Premises Amendment to an All-Alcohol License – North Hill Needham, Inc. d/b/a North Hill

Presenters: Briana Tucker – Manager of Record, North Hill Needham, Inc. d/b/a North Hill, Bethany Mercer, Director of Operations – North Hill Needham, Inc. d/b/a North Hill, Thomas Miller, Esq., McDermott, Quilty, Miller & Hanley LLP – Applicant Counsel

North Hill Needham, Inc. d/b/a North Hill has applied for an Alteration of Premises to their existing Section 12 Continuing Care Retirement Community All-Alcoholic Beverages License at 865 Central Avenue, Needham, MA. The amendment proposes to add already existing and constructed portions of the structure to the Licensed Premises, specifically adding two other dining areas and their associated outdoor spaces. Board members asked if food will be served in these areas and about positive control of alcohol across the expanded licensed premises.

Motion by Ms. Dowd that the Board vote to approve the application for Alteration of Premises to a Section 12 Continuing Care Retirement Community All-Alcohol License submitted by North Hill Needham, Inc. d/b/a North Hill, and if so approved, forward the application to the ABCC for review and final approval.

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

6:12 p.m. Appointment Calendar and Consent Agenda

Motion by Ms. Cooley that the Board vote to approve the Appointment Calendar and Consent Agenda.
Second: Ms. Dowd. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	Wenlie Zhou	Needham Council for Arts and Culture Term Exp: 5/27/2028
2.	Christopher Teachout	Council of Economic Advisors: Term Exp: 6/30/2026
3.	Karen Price	Norfolk County Advisory Board Term Exp: 6/30/2028
4.	Ann Cosgrove	Registrar of Voters Term Exp: 3/31/2028
5.	Natasha Espada	Stephen Palmer Reuse Development Committee Term Exp: 6/30/2027
6.	Margaret Murphy	Stephen Palmer Reuse Development Committee Term Exp: 6/30/2027
7.	Michela DeSantis	Stephen Palmer Reuse Development Committee Term Exp: 6/30/2027

CONSENT AGENDA

1.	Approve Open Session Minutes of May 7 and May 12, 2025 (amended)
2.	Approve Personnel Administration Policy #432: Anti-Nepotism Policy
3.	Approve a request from Stefanie Forman for an Entertainment license for a one-time event, Newman PTC Springfest, on June 7, 2025. This event has been approved by the following departments: Police, Fire, Park & Recreation and Public Works
4.	Accept the following donation made to the Needham Community Revitalization Trust Fund: • $100 from the Rotary Club of Needham
5.	Accept the following donation made to the Needham Public Health Division: • $300 from Christ Episcopal Church for Needham's Gift of Warmth program
6.	Accept the following donations made to the Needham Free Public Library: • $500 from Barbara Kochaniak • $15 from Beverly Singer • $300 from anonymous donor • *Stormstruck!, Into the Trap,* and *The Sea Singer*, estimated value $50, from the author, Craig Moodie
7.	Authorize the placement of Pride Month lawn signs at the Town Hall and Public Services Administration Building from June 1, 2025 through June 30, 2025

8.	Approve and authorize the Select Board Chair to sign a letter allowing the Town to request a health insurance rate quote from MIIA (Massachusetts Interlocal Insurance Association), solely for cost analysis as part of the Town's ongoing review of its health insurance offerings with no immediate changes to current plans
9.	Approve and authorize the chair to sign the employment agreement between the Town and the Fire Chief for FY2026-2028

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Matt Corkin	14 Pinewood Road	Pinewood Rd between Harris Ave & Great Plain Ave	6/14/25	11am-7pm	6/15/25
Lauren Soper	32 Mark Lee Road	Between Mark Lee Road & Alfreton Road	6/16/25	12pm-6pm	N/A

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
Needham Pool and Racquet Club	NPRC New Member Social	1545 Central Avenue	6/06/2025

6:13 p.m. 40B Housing Proposal – Charles River Heights
Presenters: Anne-Marie Bajwa, Charles River Center President & CEO, Phil Crean, Planning Office of Urban Affairs Project Manager

Ms. Bajwa and Mr. Crean provided the Board with an update on the Charles River Heights project and ask for the Board's support for a "Friendly 40B" project. The mission of Charles River Heights is to provide inclusive housing and a full spectrum of supportive services that empower individuals with disabilities to live independently, achieve their personal goals, and actively participate in their communities. A considerable percentage of adults with autism spectrum disorders (ASDs) face challenges in achieving independent living. Ms. Bajwa emphasized that by offering inclusive housing and flexible, integrated support services, Charles River Heights aims to empower adults with ASDs to access their communities, gain employment, and live more independently.

Mr. Crean outlined the project team. The developer for the project is the Planning Office for Urban Affairs, which was formed in 1969 by the Archdiocese of Boston with the mission to develop high-quality housing where people can live with dignity and respect in homes they can afford, in order to create inclusive and vibrant communities. The organization has completed over 3,000 units to date and has provided a wide range of affordable rental and homeownership opportunities throughout a variety of income levels.

Ms. Bajwa presented that Charles River Heights will include:

- 86 new affordable housing units to attract and retain households earning at or below 30% to 80% of the Area Median Income, including elderly residents, individuals with disabilities, young professionals, and public/private employees essential to the Town's services.
- 43 handicapped-accessible units with integrated supportive services
- Five affordable apartments for Charles River Center's staff to provide emergency support after hours.
- Community Center: 4,440 square feet – to bring the community together

The hope is to establish a creative, inclusive model that other municipalities across the state and beyond can replicate. Feedback has been collected via focus groups and self-advocacy groups. The project will include four buildings, which were illustrated in a site plan and other renderings as part of the accompanying PowerPoint presentation. The goal is to complete construction and receive the Certificate of Occupancy by October 2028.

Board members commended the project, noting its innovative spirit and unique mission. Discussion included topics such as the timing and the type of this zoning application and support for the project at the Town and State level. Ms. Bajwa and Mr. Crean emphasized that the funders, as well as the Executive Office of Housing and Livable Communities, are very excited about this project given the current lack of opportunities for the target population. Chair Heidi Frail praised the project team for their commitment to providing housing for low-income residents and the security this project provides for the Town's subsidized housing inventory. She noted that the wide support at Town Meeting is a positive indication of community support.

Motion by Mr. Keane that the Board vote to support the Charles River Center's Charles River Heights project as a "Friendly 40B."

Mr. Levy expressed his preference that applications follow set review criteria and stated he would be voting against due to the approach of the application although he supported the project itself.

Second: Ms. Dowd. Approved 4-1, with Mr. Levy against.

6:43 p.m. Municipal Decarbonization Roadmap
Presenters: Gabby Queenan, Sustainability Manager, Carys Lustig, Director of Public Works

Ms. Queenan provided an overview of Green Communities, a designation which provides municipalities with the opportunity to obtain grant funding for energy efficiency and renewable energy projects. Green Communities was established in 2008, with Needham receiving this designation in 2020. Needham has received a

designation grant and a competitive grant and currently has a second competitive grant under review.

The Commonwealth recently created a Climate Leader Communities program, to encourage municipalities to focus on reducing greenhouse gas emissions and increasing electrification. Climate Leader Communities are eligible for additional grant funding, including grants for technical assistance and accelerated grants. In order to become a Climate Leader Community, municipalities must meet six criteria, five of which Needham has achieved. The Decarbonization Roadmap is the final criteria that Needham must meet in order to be eligible for the Climate Leader Communities program. Municipalities with Climate Leader Community Certification are required to develop a Department of Energy Resources approved roadmap for decarbonizing municipal buildings and vehicles. Municipal decarbonization roadmaps focus on eliminating the use of onsite fossil fuels in buildings and vehicles. The proposed draft Municipal Decarbonization Roadmap for Select Board review is an aspirational planning document. To the greatest extent possible, the proposed draft seeks to align electrification opportunities with replacement planning for equipment and end-of-life timeframes. The intent of the roadmap is to evaluate and implement upgrades where technically and fiscally feasible.

Ms. Queenan is consulting with the Superintendent of Schools as well, since the Climate Leader Communities program requires both general government and school district adoption of the Municipal Decarbonization Roadmap. A vote of the Select Board will be needed in order for the Town to apply for Climate Leader Communities certification before June 30, 2025.

Discussion ensued regarding the technicalities of the document as a planning tool for the Town in terms of capital and administration. Ms. Queenan noted that there are no requirements tied to the roadmap, though it must to be updated every three years. There are currently nineteen Climate Leader Communities.

Motion by Ms. Cooley that the Board vote to adopt the Needham Municipal Decarbonization Roadmap as part of Needham's application for Climate Leader Communities Certification.
Second: Mr. Keane. Unanimously approved 5-0.

6:59 p.m. DeFazio Parking Lot Stormwater Bioretention Basin
Presenters: Gabby Queenan, Sustainability Manager, Justin Savignano, Assistant Town Engineer, Christopher Brainard, BETA, Phil Paradis, BETA, Arrianna Proia, Charles River Watershed Association

In August 2024, the Town of Needham was awarded a $125,425 grant by the Executive Office of Energy and Environmental Affairs' Office of Coastal Zone Management Coastal Habitat and Water Quality Grant program for its project proposal for the design of a bioretention basin to improve stormwater management

along Alder Brook at the DeFazio Parking Lot. The project team provided an update on the 50% engineering design.

Ms. Proia provided an overview of the Charles River Climate Compact, of which Needham is a member. The regional partnership of 28 cities and towns focuses on climate resilience and was founded in 2019. In 2020, the team developed the Charles River Flood model to address stormwater flooding at a regional scale. The project identified site specific solutions to address local and regional flooding. The mission is to work collaboratively to increase climate resilience for people, and the natural ecosystems in the Charles River Watershed by taking a regional approach to implementing climate adaptation and mitigation solutions. Ms. Proia outlined the following process to identify and prioritize sites:

- Develop prioritization method: develop criteria with public input
- Collect project ideas: collect site selections from town partners and residents
- Apply methodology: identify priority projects

The Alder Brook and DeFazio Parking Lot area was identified as a priority project in spring 2024. The goal of the project specifically is to develop designs for DeFazio parking lot green stormwater infrastructure best management practices that will improve the Adler Brook watershed by reducing phosphorus load, improving water quality, reducing localized flooding. This will therefore reduce the phosphorus load in Alder Brook and ultimately in the Charles River. Ms. Queenan also outlined the outreach and engagement regarding the project thus far. The project will include grating the lot as well as the addition of a bioretention basin.

Discussion ensued regarding the primary purpose of the project to reduce phosphorus load transferred into the Charles River. The Board also asked questions about flood management in this area, resident education, and in particular the potential for flooding on Dedham Avenue to affect responses in emergencies.

7:27 p.m. Notice of Traffic Regulation: Mayo Avenue, Pinewood Road, Harris Avenue
Presenters: Carys Lustig, Director of Public Works, Justin McCullen, Transportation Safety Committee Chair

The Transportation Safety Committee requested turn prohibition be instituted on Mayo Avenue, Pinewood Road, and Harris Avenue during Pollard Middle School student drop-off and pick-up times. Chair Justin McCullen said that this will reduce the number of vehicles that make a U-turn or left turns off Pinewood Road and Mayo Avenue between 7-8 AM and 2-3 PM. School buses will be exempt from this.

Ms. Cooley asked if there was a public hearing on this topic; Mr. McCullen responded that a resident brough this concern and it was subsequently brought to Principal Downey of Pollard after being discussed at a Transportation Safety

Committee meeting. Mr. Levy asked about traffic implications, and the Board discussed signage and timing of this change.

Motion by Mr. Levy that the Board vote to approve and sign the Notice of Traffic Regulation Permit #R25-05-27 requiring that left turns be prohibited on Mayo Avenue southbound at Harris Avenue westbound between 7-8 AM and 2-3 PM; left turns be prohibited on Pinewood Road southbound at Harris Avenue westbound between 7-8 AM and 2-3 PM; left turns and U-turns be prohibited on Harris Avenue eastbound at Pinewood Road between 7-8 AM and 2-3 PM, except buses; U-turns be prohibited on Harris Avenue westbound at Pinewood Road between 7-8 AM and 2-3 PM, left turns be prohibited on Harris Avenue eastbound at Mayo Avenue northbound between 7-8 AM and 2-3 PM.
Second: Ms. Cooley.

Ms. Frail recommended that the school population receive a specific update regarding this change. Ms. Cooley added it might be helpful to add a video or interactive illustration to assist this. Given that the school year is coming to an end in the next month, the projected timeline for this change is September.

Unanimously approved 5-0.

7:40 p.m. Approve Sale of Bond Anticipation Note
Presenters: David Davison, Deputy Town Manager/Director of Finance, Ellyse Glushkov, Town Treasurer/Collector, Cecilia Simchak, Assistant Director of Finance

David Davison and Ellyse Glushkov provided the Board with the results of the bond anticipation note and discussed future borrowings. The Town received five competitive bids on its bond anticipation note. The bids ranged from 3.5% to 4%. The bidder chosen has a net interest cost of 3.01%. The note is a short-term note that will mature in October, at which time there will be a partial paydown and then the balance will roll into a new debt instrument. Mr. Davison noted that Needham has maintained its AAA rating on outstanding debt and S&P Global Ratings assigned "SP-1+" short-term rating to Needham. The outlook on the long-term rating is stable.

Motion by Ms. Cooley that the Board vote to approve the motions as follows and presented in the materials.

Motion A: Move to approve the sale of $11,126,235 3.50 percent General Obligation Bond Anticipation Notes (the "Notes") of the Town dated June 2, 2025, and payable October 30, 2025, to Jefferies LLC at par and accrued interest, if any, plus a premium of $22,586.25.

Motion B: Move 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 May 14, 2025, and a final Official Statement dated May 21, 2025, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Motion C: Move 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: Move 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: Move 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: Move 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: Ms. Dowd. Unanimously approved 5-0.

7:57 p.m. Town Manager

<u>Town Manager Report</u>

- Non-Essential Outdoor Water Use Restriction: State affirmed Level 1 status for Needham; will next meet on June 9 to re-evaluate. Ms. Fitzpatrick asked the Board if they would like to address the water use restrictions given that

Needham has two water sources. Ms. Fitzpatrick will add this item to the Goals list.

- The Town has sent a letter on behalf of the Housing Association to apply for housing funding for Seabeds Way.

8:09 p.m. Board Discussion

Envision Needham Center Working Group

The Select Board established the Needham Center Project Working Group on August 13, 2024 to provide input and feedback to the Department of Public Works and its consulting engineers on the design and layout of the Needham Center/Great Plain Avenue project. The Board updated the group's title to Envision Needham Center Working Group on January 21, 2025.

Ms. Dowd summarized feedback on the Envision Needham Center project thus far, including public comments heard at the public hearing and communicated outside of the hearing. She highlighted concerns such as traffic congestion, parking, bike safety, pedestrian safety, traffic diversion onto side streets, and cost. Other resident concerns included turn lanes, deliveries, beautification, and snow removal. Ms. Dowd commented that the current plan does not have broad public support and that any plan that is considered should be fully evaluated on the basis of traffic congestion, parking, bike safety, pedestrian safety, impact on side streets, cost, and economic vitality.

Motion by Ms. Dowd that the Board move to:

1. **Give up the grant that requires bike lanes in Needham Center, including a 12-month pilot.**
2. **Direct the staff, consultant, and the Envision Committee to consider at least three possible plans, to include optimal versions of our current four-lane configuration, a three-lane plan, and a two-lane plan.**
3. **Direct staff, consultant, and committee to evaluate each plan for its impact on traffic congestion, parking, bike safety, pedestrian safety, economic vitality, and cost.**
4. **Direct the consultant and committee to gather extensive public feedback on each of the plans.**

Second: Mr. Levy.

Board members offered their thoughts on these potential changes, especially given the work that must be completed by DPW in this area of Town. Mr. Keane commented that he would prefer to vote on this at a subsequent meeting. Board members agreed that the goal is to integrate systems that all must work together to optimize safety for all. The Board also agreed that the purpose of the Committee is to advise DPW and discussed that the Committee is large at 16 members and therefore not optimal for decision-making. Ms. Dowd expressed that decisions should be made by elected individuals and would like clarity on this specific issue with regard to the charge of the Committee. Mr. Levy also asked about what a

feasible timeline would be for a pilot with these upcoming changes. Discussion concluded with the Board agreeing that they would ensure this process was thorough and deliberate with a well-rounded plan.

Motion by Mr. Keane that the Board vote to discuss this topic at its next meeting on Tuesday, June 10, 2025.
Second: Ms. Cooley. Unanimously approved 5-0.

Committee Reports
Ms. Cooley reported that the Large House Committee met. She noted that there is a public hearing on June 9 at 7 p.m. in Powers Hall with the goal of understanding the public's concerns regarding large houses.

Mr. Keane reported that the Stormwater Bylaw Working Group met and hopes to present to the Select Board in the summer and hold a public hearing in the upcoming months.

Mr. Keane also reported that Community Conversations on Race was held last week.

Ms. Dowd reported that T-CHOC met and approved expenses thus far. Town Meeting has voted additional funds for the Needham Housing Authority and the Charles River Center, and T-CHOC will ensure the expenditures align with what Town Meeting has authorized.

Ms. Frail reported that the Tree Committee discussed tree policies from both Newton and Wellesley. Representatives from these municipalities will join a future meeting to discuss further. The Committee also discussed plans for the public meeting on June 4 at 7 p.m. in Powers Hall.

8:52 p.m. Adjourn
Motion by Ms. Dowd that the Board vote to adjourn the Select Board Meeting of Tuesday, May 27, 2025.
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, June 10, 2025, at 6:00 p.m.

A video recording of the May 27, 2025 Select Board meeting can be found at https://www.youtube.com/watch?v=tQzX2SySTXc or at https://www.needhamchannel.org/2025/05/needham-select-board-5-27-25/.

Compliance Check Penalty/Regulations Violation Agreement and Public Hearing Waiver

This agreement is entered into by and between the Select Board of the Town of Needham (Licensor) and PM Story Corp d/b/a Little Spoon (Licensee).

Whereas the Select Board of the Town of Needham is the licensing authority under the provisions of M.G.L., Ch. 138; and

Whereas Licensee is the holder of a license issued to sell and deliver alcoholic beverages issued by the Licensor under the provision of Ch. 138; and

Whereas on March 19, 2025 a minor was served an alcoholic beverage in violation of Ch. 138, section 34; and

Whereas on March 19, 2025 staff failed to use a scanning device and the serving staff was not sufficiently trained in alcohol service as required by Town of Needham Regulations for the Sale Alcoholic Beverages; and

Whereas the Licensor is desirous of penalizing the Licensee for this offence.

Be it agreed as follows:

1. The Licensee surrender its license to the Town of Needham for one six-day period and one one-day period on dates no later than July 31, 2025 as determined by the Licensee.
2. The Licensee is aware of its right to a hearing before the Licensor prior to any disciplinary action being taken by the Licensor that affects such license and the Licensee freely waives its rights to such a hearing.
3. The Licensee is aware of its right to appeal any disciplinary action taken by the Licensor that affects such license to the Alcoholic Beverage Control Commission of the Commonwealth of Massachusetts or the courts and the Licensee freely waives its rights to such an appeal.
4. The Licensee acknowledges it has had the opportunity to seek the advice of legal counsel prior to signing this agreement.

6/11/25

Licensee/Date

Select Board Chair/Date

Compliance Check Penalty/Regulations Violation Agreement and Public Hearing Waiver

This agreement is entered into by and between the Select Board of the Town of Needham (Licensor) and Fusion Cuisine d/b/a Gari (Licensee).

Whereas the Select Board of the Town of Needham is the licensing authority under the provisions of M.G.L., Ch. 138; and

Whereas Licensee is the holder of a license issued to sell and deliver alcoholic beverages issued by the Licensor under the provision of Ch. 138; and

Whereas on March 19, 2025 a minor was served an alcoholic beverage in violation of Ch. 138, section 34; and

Whereas on March 19, 2025 staff failed to use a scanning device and the serving staff was not sufficiently trained in alcohol service as required by Town of Needham Regulations for the Sale Alcoholic Beverages; and

Whereas the Licensor is desirous of penalizing the Licensee for this offence.

Be it agreed as follows:

1. The Licensee surrender its license to the Town of Needham for one day on a date no later than July 31, 2025 as determined by the Licensee.
2. The Licensee have an additional one-day license suspension levied by the Licensor, to be held in abeyance until March 19, 2026.
3. The Licensee is aware of its right to a hearing before the Licensor prior to any disciplinary action being taken by the Licensor that affects such license and the Licensee freely waives its rights to such a hearing.
4. The Licensee is aware of its right to appeal any disciplinary action taken by the Licensor that affects such license to the Alcoholic Beverage Control Commission of the Commonwealth of Massachusetts or the courts and the Licensee freely waives its rights to such an appeal.
5. The Licensee acknowledges it has had the opportunity to seek the advice of legal counsel prior to signing this agreement.

6/12/25

Licensee/Date

Select Board Chair/Date

Compliance Check Penalty/Regulations Violation Agreement and Public Hearing Waiver

This agreement is entered into by and between the Select Board of the Town of Needham (Licensor) and Needham Lending Company, LLC d/b/a Sheraton Needham Hotel (Licensee).

Whereas the Select Board of the Town of Needham is the licensing authority under the provisions of M.G.L., Ch. 138; and

Whereas Licensee is the holder of a license issued to sell and deliver alcoholic beverages issued by the Licensor under the provision of Ch. 138; and

Whereas on March 19, 2025 a minor was served an alcoholic beverage in violation of Ch. 138, section 34; and

Whereas on March 19, 2025 staff failed to use a scanning devise as required by Town of Needham Regulations for the Sale Alcoholic Beverages; and

Whereas the Licensor is desirous of penalizing the Licensee for this offence.

Be it agreed as follows:

1. The Licensee surrender its license to the Town of Needham for a one-day period on dates no later than July 31, 2025 as determined by the Licensee.
2. The Licensee have an additional one-day license suspension levied by the Licensor, to be held in abeyance until March 19, 2026.
3. The Licensee is aware of its right to a hearing before the Licensor prior to any disciplinary action being taken by the Licensor that affects such license and the Licensee freely waives its rights to such a hearing.
4. The Licensee is aware of its right to appeal any disciplinary action taken by the Licensor that affects such license to the Alcoholic Beverage Control Commission of the Commonwealth of Massachusetts or the courts and the Licensee freely waives its rights to such an appeal.
5. The Licensee acknowledges it has had the opportunity to seek the advice of legal counsel prior to signing this agreement.

6/13/25

Licensee/Date

Select Board Chair/Date

Town of Needham
Water Sewer Billing System
Abatement Form

FROM: DEPARTMENT OF PUBLIC WORKS
TO: TOWN TREASURER AND COLLECTOR
CC: TOWN ACCOUNTANT

WHEREAS the approporate divisions of the Department of Public Works have submitted to you the following commitment(s) on the dates listed below for the collection of water, sewer, stormwater revenue and

WHEREAS certain inadvertent error(s) were made in said commitment(s), it is hearby requested that you abate these particular account(s) in the amount(s) stated below.

Water Sales:	-$799.69
Water Irrigation:	-$22.66
Water Admin Fees:	$0.00
Sewer Sales:	-$794.70
Stormwater Fees:	$0.00
Transfer Station Charges:	$0.00
Total Abatement:	-$1,617.05

Order #: 1344

Read and Approved: Date

06/17/25

Superintendent of Water, Sewer, and Drains

6/17/2025

Director of Public Works

Date

Select Board

Town of Needham
Water Sewer Billing
Abatement Form

Customer Name	Customer ID #	Location ID #	Street #	Street Name	Domestic Water	Sewer	Irrigation Water	Stormwater	Total	Reason Code	Prepared By:
Robert R Brace & Karen S Brace	45093	23892	810	South Street	-$94.20	-$92.67	-$22.66	$0.00	-$209.53	ACC	KW
Mark & Pam Greene	42975	9160	47	Spring Street	-$705.49	-$702.03	$0.00	$0.00	-$1,407.52	ACC	KW
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					$0.00	$0.00	$0.00	$0.00	$0.00		
					-$799.69	**-$794.70**	**-$22.66**	**$0.00**	**-$1,617.05**		

ALSO, LET THIS SERVE AS AUTHORIZATION TO ABATE ANY PENALTY OR INTEREST WHICH HAS ACCRUED DUE TO THE NON-PAYMENT OF AMOUNTS AS STATED ABOVE.

Verified By:

Mangement Analyst, DPW

Schedule C

Effective July 1, 2025

	Title	Rate	Note
1	Activity Instructor	$85.72	*
2	Administrative/Office Support Specialist 1 (AOS1)	$23.36	
3	Administrative/Office Support Specialist 2 (AOS2)	$27.87	
4	Administrative/Office Support Specialist 3 (AOS3)	$28.86	
5	Building Monitor 1	$15.91	
6	Building Monitor 2	$22.28	
7	General Services Assistant (GSA)	$15.91	
8	Parking Clerk	$28.86	
9	Playground Maintenance Specialist	$19.23	
10	Police Matron	$23.36	
11	Professional/Technical Support Specialist 1 (PTS1)	$30.47	
12	Professional/Technical Support Specialist 2 (PTS2)	$35.07	
13	Professional/Technical Support Specialist 3 (PTS3)	$43.99	
14	Program Support Assistant 1 (PSA1)	$19.23	
15	Program Support Assistant 2 (PSA2)	$25.39	
16	Program Support Assistant 3 (PSA3)	$31.44	
17	Recording Secretary	$23.36	
18	Senior Corps Participant	$15.00	
19	Special Assignment Support (SAS)	$85.72	*
20	Special Detail Worker 1 (SDW1)	$44.00	
21	Special Detail Worker 2 (SDW2)	$53.00	**
22	Substitute Inspector (Building, Gas, Plumbing, Wiring)	$32.25	
23	Traffic Supervisor	$23.36	

* Maximum Hourly Rate by Individual Agreement

** Based on Differential in Police Union CBA

Title	Rate	Note
Election Clerk	$16.65	#
Election Inspector	$15.00	#
Election Warden	$16.65	#

Rate set by the Select Board

Title	Annual
Care of Graves for Veterans Coordinator of Ceremonies	$2,828
Registrar of Voters	$661
Finance Committee Executive Secretary	$46,548

Title	Per Event
Senior Trip Coordinator	$169.72

Title	Level	Year 1	Year 2	Year 3
Van Driver	VAN	$21.36	$22.56	$23.74

Library

Title	Level	Year 1	Year 2	Year 3
Library Page	L01	$16.22	$16.70	$17.21
Library Technical Services Assistant	L02	$21.23	$21.87	$22.52
Library Circulation Assistant	L02	$21.23	$21.87	$22.52
Library Administrative/Office Support Specialist	L03	$29.39	$30.27	$31.17
Children's Reference Librarian	L04	$36.38	$37.47	$38.59
Reference Librarian	L04	$36.38	$37.47	$38.59

Seasonal/Temporary

Title	Level	1 Yr Exp	2 Yr Exp	3 Yr Exp	4 Yr Exp	5 Yr Exp	6 Yr Exp
Counselor: Booth & Maintenance Staff	PR01	$16.75	$17.25	$17.77	$18.30	$18.85	$19.42
Group Leader; Lifeguard (cert req)	PR02	$17.87	$18.40	$18.96	$19.52	$20.11	$20.71
Swim Coach	PR03	$18.43	$18.99	$19.55	$20.15	$20.74	$21.36
Site Supervisor, Specialist, AM/PM Care, Head Guard	PR04	$19.55	$20.14	$20.74	$21.36	$22.00	$22.66
Water Safety Instructor (WSI cert req)	PR05	$20.11	$20.71	$21.32	$21.97	$22.63	$23.31
Assistant Supervisor	PR06	$21.22	$21.86	$22.50	$23.20	$23.89	$24.61
Supervisor	PR07	$23.45	$24.15	$24.87	$25.63	$26.40	$27.19
Laborer/Trades Assistant	DPW01	$15.91	$16.51	$17.00	$17.51		
Student Intern	INT01	$15.91	$17.69	$21.22	$25.63		
Seasonal Driver Traveling Meals	HHS01	$18.10	$19.23	$20.37			