

BOARD OF SELECTMEN

June 12, 2012

Needham Town Hall

Revised Agenda

	6:45	Informal Meeting with Citizens <i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i>
		Certificate of Appreciation – Youth Center
1.	7:00	Public Hearing NSTAR- Parker Road
2.	7:05	Energy Efficiency Upgrade Study • Chip Laffey, Director of Facility Operations • Carys Lustig, PFD Administrative Analyst • Kalyana Vadala, EMG
3.	7:25	Town Manager • Sale of Notes • Accounting and Financial Software • BOS Goals Discussion
4.	8:00	Board Discussion • Greendale Avenue Housing • Happy Hour Regulations • Committee Reports
5.	8:15	Executive Session- Exception 6

APPOINTMENTS

1.	PPBC User Agency Representatives – DPW Complex/Garage Bays	Kate Fitzpatrick Richard Merson
2.	PPBC User Agency Representatives – St. Mary's Pumping Station	Richard Merson Anthony Del Gaizo
3.	Golf Course Advisory Committee	Mary Grace Summergrad (term expires 6/30/2014)

CONSENT AGENDA *=Backup attached

1.*	Approve a request from the Natick Rotary to hold a Tour de Natick bike event on Sunday, June 17, 2012. The Needham portion of the route involves only a short leg of the longer, 25 mile course which begins at 8:00 am. The section of the route going through Needham is from Charles River Street at the Dover line to South Street at the Dover line. The route that the riders will take through Needham has been approved by the following departments: DPW, Police, Fire and Park and Recreation.
2.	Accept the following donations made to the Needham Health Department's Domestic Violence Action Committee fund: \$20 from Judith Staszkesky; \$100 from Gary

	Levine; \$50 from Mr. & Mrs. Gary Levine; \$50 from Walter Collins, Briarwood Healthcare Nursing Center; and \$50 from Susan G. Findley.																																										
3.*	Approve a request from Barbara Riker, who is organizing a Motorcycle Benefit ride with all proceeds to be donated to the Cystic Fibrosis Foundation, to have a portion of its ride to go through Needham. The event is scheduled to be held on Sunday, September 16, 2012 with a rain date of September 23, 2012. The ride begins at noon at the VFW in Walpole. The route that the riders will take through Needham has been approved by the following departments: DPW, Police, Fire, and Park and Recreation.																																										
4.*	Ratify a request from Sean Madsen of Bikes Not Bombs for its event that was held on June 3, 2012. It was a bike-a-thon event that had cyclists riding through a portion of Needham during the 40 mile route of the ride, as well as the return path of the 60 mile ride. The Needham portion of the route was approved by the DPW, Police, Fire and Park and Recreation departments.																																										
5.	Accept the following donations made to Needham Youth Services this year to date, to enhance Youth Services overall programming: \$10 from Kathleen Ganz; \$30 from Margaret Galligan; \$25 from Brendan Counihan, Dedham; \$50 from Sam Graves; \$20 from Ray Lavella; \$30 from Lynne Franeschi; \$30 from Barbara Mason; \$25 from Claire Blum; \$20 from Nancy Lane; and \$50 from Lisa Cherbuliez.																																										
6.	Accept a \$50 donation from Eliot Turransky of Needham Junction Ice Cream made to Needham Youth Services. The monies will be used towards helping the Employment Program.																																										
7.	Disband the Youth Center Committee and the Green Communities Study Committee with thanks to the efforts and dedication of each committee’s respective members.																																										
8.*	Accept \$13,996.85 donation made to the Council on Aging from the Friends of Needham Elderly. This donation represents its 20% commitment towards a van purchased via a Mobility Assistance Capital Grant through the Massachusetts Department of Transportation.																																										
9.	Grant permission for a meter-free parking Saturday in the downtown area on Saturday, June 23, 2012 so that residents may enjoy the Needham Business Association’s Annual Street Fair (rescheduled rain-date).																																										
10.	Accept donation of 50 coupons for ice cream cones from Lizzie’s Ice Cream for the Needham Youth Services Peer Tutors.																																										
11.*	Approve a Special One Day Wines & Malt Beverages license from Steve Volante of Volante Farms to hold a “Dinner in the Field” event on Thursday, July 19, 2012 from 6:00 p.m. to 11:00 p.m. at Volante Farms, 292 Forest Street, Needham.																																										
12.	Grant permission for the following residents to hold a block party:																																										
	<table><tr><td>Name</td><td>Address</td><td>Party Location</td><td>Date</td><td>Rain Date</td><td>Time</td></tr><tr><td>Melinda Young</td><td>24 Ellicott St</td><td>24 Ellicott St</td><td>6/30/2012</td><td></td><td>1-9PM</td></tr><tr><td>Mary Jane McGill *ratify</td><td>97 Melrose Ave</td><td>Melrose Ave between # 97 & 103</td><td>6/2/2012</td><td>6/16/2012</td><td>3-8PM 4-7PM</td></tr><tr><td>Diane DerMarderosian</td><td>26 Greenwood Avenue</td><td>Greenwood Avenue</td><td>7/14/2012</td><td>7/15/2012</td><td>1-10PM</td></tr><tr><td>Julie Vanderklish *ratify</td><td>71 Ardmore Road</td><td>Corner Taylor & Ardmore</td><td>6/10/2012</td><td>6/13/2012</td><td>4-8PM 5-8PM</td></tr><tr><td>Barbara St. John</td><td>138 Fairfield Street</td><td>138 Fairfield</td><td>6/19/2012</td><td></td><td>2-5PM</td></tr><tr><td>Robert Klein</td><td>11 Andrea Circle</td><td>Andrea Circle</td><td>6/10/2012</td><td></td><td>12-</td></tr></table>	Name	Address	Party Location	Date	Rain Date	Time	Melinda Young	24 Ellicott St	24 Ellicott St	6/30/2012		1-9PM	Mary Jane McGill *ratify	97 Melrose Ave	Melrose Ave between # 97 & 103	6/2/2012	6/16/2012	3-8PM 4-7PM	Diane DerMarderosian	26 Greenwood Avenue	Greenwood Avenue	7/14/2012	7/15/2012	1-10PM	Julie Vanderklish *ratify	71 Ardmore Road	Corner Taylor & Ardmore	6/10/2012	6/13/2012	4-8PM 5-8PM	Barbara St. John	138 Fairfield Street	138 Fairfield	6/19/2012		2-5PM	Robert Klein	11 Andrea Circle	Andrea Circle	6/10/2012		12-
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*ratify					4:30PM
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**Certificate Of
Appreciation**

**From The
Town of Needham, Massachusetts
Board of Selectmen**

Awarded to:

TRISH LINCOLN

**For serving as a member and Chairman of the
Youth Center Committee since 2003 and in
recognition of her commitment to providing a safe,
enjoyable environment for Needham's middle school
students to engage in social events.**

Congratulations!

Signed this 12th day of June, 2012

Gerald A. Wasserman, Chairman

Daniel P. Matthews, Vice Chairman

John A. Bulian, Clerk

Maurice P. Handel

Matthew D. Borrelli

Board of Selectmen

AGENDA FACT SHEET for June 12, 2012

Agenda Item: Public Hearing: NSTAR Petition for Parker Road
Presenter(s): Maureen Carroll, NSTAR

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

NSTAR requests permission to install approximately 5 feet of conduit at Pole 270/13 on Parker Road, Needham. This work is necessary to provide underground electric service for a new home at 119 Parker Road.

The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that **all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.**

2. VOTE REQUIRED BY BOARD OF SELECTMEN: [YES] NO (circle one)

Suggested Motion: Move that the Board of Selectmen approve and sign petition from NSTAR to install approximately 5 feet of conduit at Pole 270/13 on Parker Road, Needham. This work is necessary to provide underground electric service for a new home at 119 Parker Road.

3. BACK UP INFORMATION ATTACHED:

- a. Letter of Application
- b. Petition
- c. Order
- d. Petition Plan
- e. Notice Sent to Abutters
- f. List of Abutters

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



200 Calvary Street
Waltham, Massachusetts 02453

May 22, 2012

Board of Selectmen
Town Hall
1471 Highland Ave
Needham, MA 02192

RE: ***119 Parker Road
Needham, MA
W.O. #1878148**



Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR Electric Company for the purpose of obtaining a Grant of Location to install approximately 5'± feet of conduit at pole 270/13 on Parker Road, Needham.

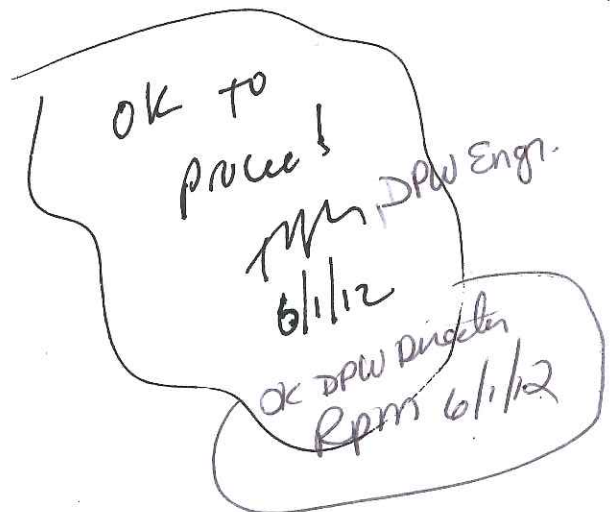
This work is necessary to provide underground electric service for new house @ #119 Parker Road.

Your prompt attention to this matter is appreciated. If you have any questions please contact Maureen Carroll at (617) 369-6421.

Sincerely,

William D. Lemos-Supervisor
Rights & Permits

WDL/aw
Attachments



**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR
CONDUITS
AND MANHOLES**

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

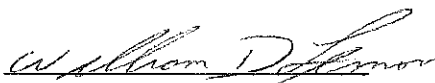
Respectfully represents **NSTAR Electric Company** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

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 **A. Debenedictis Dated May 17, 2012**, and filed herewith, under the following public way or ways of said Town:

Parker Road - Southerly @ pole 270/13 approximately 300'± feet east of Nevada Road a distance of about 5'± feet - conduit

(WO. 1878148)

NSTAR ELECTRIC COMPANY

BY 
William D. Lemos
Rights & Permits, Supervisor

Dated this 22nd day of May 2012

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2012

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

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

It is ORDERED that **NSTAR ELECTRIC COMPANY** 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:

Parker Road - Southerly @ pole 270/13 approximately 300'± feet east of Nevada Road a distance of about 5'± feet - conduit

(WO. 1878148)

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 **A. Debenedictis, Dated May 17, 2012** on the file with said petition.
2. Said 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. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	Board of Selectmen
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

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 _____ 2012 at _____ in said Town.

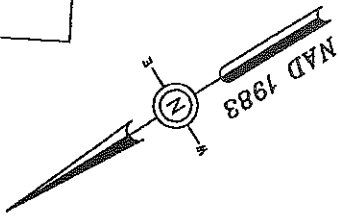
1	_____	
2	_____	Board of Selectmen
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2012 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

S:\SHARED\CIMAGE\BASELINS\WEE\PARKERAA.dwg



#110

#118

#124

CUSTOMER TO INSTALL
1-2 INCH PVC PIPE
SCH. 40 NO CONC.

5±

PARKER RD

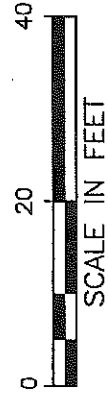
300' TO
NEVADA RD

JO/TEL
270/13

APPROX. PT.
OF PICKUP

#111

#119



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 & GAS CORPORATION NOR ITS AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS 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 NSTAR ELECTRIC & GAS CORPORATION HARMLESS FROM ANY SUCH LOSS OR INJURY. THE INFORMATION DOES NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

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



GIS SERVICES
1166 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of PARKER RD

NEEDHAM

Showing PROPOSED CUSTOMER CONDUIT INSTALLATION

Plotted by LM

Date MAY 17, 2012

Scale 1"=20'

SHEET 1 of 1

Approved A. DEBENEDICTIS

P#

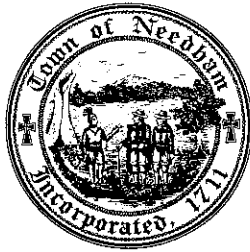
C#

Ward #

Work Order # 1878148

Surveyed by NSTAR

Structures by RWB



NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on June 12, 2012** upon petition of NSTAR dated May 22, 2012 to install approximately 5 feet conduit at pole 270/13 on Parker Road, Needham. This work is necessary to provide new underground electric service for a new home, 119 Parker Road. A public hearing is required and abutters should be notified.

Gerald A. Wasserman
Daniel P. Matthews
John A. Bulian
Matthew Borrelli
Maurice Handel

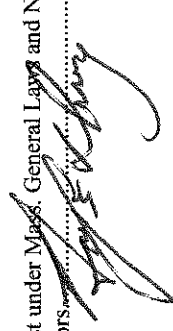
BOARD OF SELECTMEN

Dated: June 4, 2012

119 PARKER ROAD

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>Mailing Address</u>		
199/058.0-0039-0000.0	130	PARKER RD	KRASNOW, JAMES S + KRASNOW, DEBORAH	130 PARKER RD	<u>OWNER CITY</u> NEEDHAM HTS	<u>State</u> MA	<u>OWNER ZIP</u> 02494
199/058.0-0040-0000.0	124	PARKER RD	TABACHNICK, JUDITH	124 PARKER RD	NEEDHAM HTS	MA	02494
199/058.0-0056-0000.0	118	PARKER RD	WARN, DARA & WARN, DANIEL E	118 PARKER RD	NEEDHAM	MA	02494
199/059.0-0050-0000.0	103	PARKER RD	ZAYKIN, ALLA & KANGOUN, ALEX	103 PARKER RD	NEEDHAM HTS	MA	02494
199/059.0-0051-0000.0	111	PARKER RD	ALLMAN, RONALD K. & ALLMAN, ELIZABETH A.	111 PARKER RD	NEEDHAM HTS	MA	02494
199/059.0-0052-0000.0	119	PARKER RD	OLSON, ANITA, TRS. C/O GANOT, ISRAEL & DENISE Y.	119 PARKER RD	NEEDHAM HTS	MA	02494
199/059.0-0053-0000.0	129	PARKER RD	FLAHERTY, MICHAEL G + FLAHERTY, MAUREEN C	129 PARKER ROAD	NEEDHAM	MA	02494

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



Board of Selectmen

AGENDA FACT SHEET for 6/12/2012

Agenda Item: Energy Efficiency Upgrade Study

Presenter(s): Chip Laffey, Director of Facility Operations
Carys Lustig, PFD Administrative Analyst
Kalyana Vadala, EMG

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

EMG was retained by the Town to develop an energy efficiency upgrade study for 10 municipal buildings that are not newly renovated or were not under construction during the period of the study. Based on the results of the study, the Public Facilities Department developed and submitted a five year energy upgrade capital plan that was approved at the 2012 Annual Town Meeting. Mr. Vadala will provide the Board with a summary of the project and the recommendations. The buildings in the study include: Broadmeadow, Eliot, Hillside, Mitchell, High Rock, Pollard, Needham High School, Police/Fire Station #1, Fire Station #2, and the Needham Public Library.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES (NO) (circle one)

3. BACK UP INFORMATION ATTACHED:

- a. Energy Efficiency Upgrade Study Executive Summary
- b. Energy Efficiency Upgrade Studies were provided previously on CD and are available at www.needhamma.gov

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Administrator	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

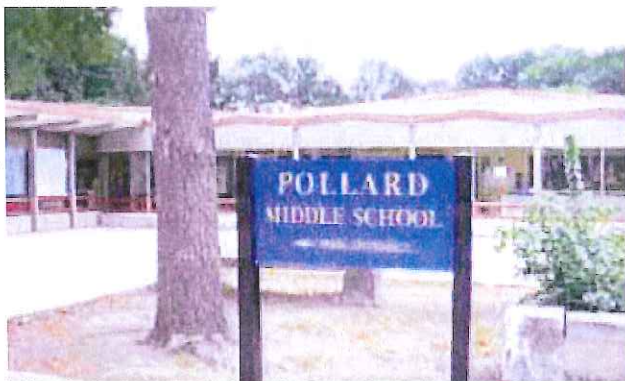
Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



EXECUTIVE SUMMARY & ENERGY RETROFIT REPORT



Town of Needham Facilities

Prepared by:

Kalyana Vadala
Energy Program Manager
EMG
222 Schilling Circle, Suite 275
Hunt Valley, Maryland 21031
800.733.0660 x.6236
kvadala@emgcorp.com

EMG Project #: 98515.IIR

EMG

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C. Project Implementation By Year.....	9

A. EXECUTIVE SUMMARY & PROJECT SCOPE

EMG has been hired by the Town of Needham (hereafter referred to as Needham) in response to RFP 12-PFC-017G to conduct energy efficiency upgrade study of the town's municipal and school buildings including seven school buildings, public safety buildings and the library. The process started with the analysis of historical utility information and logging that information into EPA Energy Star Portfolio Manager to obtain a benchmark score for each building. EMG has performed a degree day regression analysis to establish the base year consumption and after review and discussion with Needham's officials, it has been decided to use July 2010 to June 2011 for the base year. Following the benchmarking study is the field assessment of the sites for energy saving opportunities.

The purpose of the energy audits is to identify the energy & cost savings opportunities related to HVAC systems, lighting, motors & pumps, building operations and building fenestration. The town has a central Energy Management & Control System (EMCS) that controls multiple buildings including the schools and library. Currently the Public Safety building and Fire Station 2 are not connected to the EMCS at time of audit but according to town's maintenance department, such integration is planned for in near future.

The overall condition and general maintenance practices of the facilities are found to be good. The newly constructed facilities are built with good energy conservation features in mind including high efficiency HVAC equipment, high efficiency lighting and controls, ASHRAE recommended levels of insulation in walls and roof, thermal performance windows, to mention a few. The Needham Public Library, originally constructed in 1915 and renovated and expanded in 2006 with many energy conservation features attained a LEED Silver rating. The existing facilities also received some energy conservation retrofits in recent years, including installation of occupancy sensors for class room lighting, installation of new chiller for Public Safety building and boiler for Fire Station 2 and new high performance roof for Pollard Middle School.

Though the buildings are generally performing well in terms of energy efficiency, during our energy audits EMG identified opportunities that if implemented could further reduce the energy consumption, improve occupant comfort and in turn reduce operating costs of the facilities through improvements to the building HVAC & lighting systems, controls and indoor air quality. The buildings are supplied electricity and natural gas from local utilities and are billed on monthly basis. No.2 fuel oil is supplied by local oil distributors.

EMG performed ASHRAE Level II equivalent energy audits on a total of 10 Needham sites and provided a detailed Energy Audit report for each site. ASHRAE Level II energy audits included detailed inspection and analysis of building envelope, lighting, HVAC and building operational patterns, HVAC controls and plumbing. Reports include detailed analysis and description of existing building systems and recommended energy conservation measures including capital cost of implementation, energy and water savings, cost savings, payback and life cycle savings.

For each site, the list of Energy Conservation Measures (ECMs) is broken into two categories based on the projected project cost:

No/Low Cost measures: These are the measures with projected project cost of \$1,000. Generally these include all maintenance related items and relative low investment i.e. standalone HAVC controls, temperature set-backs and lighting controls special areas.

Capital Cost measures: These generally include all other recommended projects with projected costs over \$1,000. They generally include building wide lighting retrofit, lighting controls for entire building or multiple area of the building, exterior lighting, upgrade/replacement of old HVAC system, installation of VFD, building retro-commissioning, envelope upgrade and insulation including new thermal windows and appliance replacement.

Each identified Energy Conservation Measure (ECM) is evaluated based on simple payback and other financial methods to see if a project is cost feasible for implementation. Simple payback, expressed in years, is the ratio of total investment needed for an upgrade to the annual cost savings resulting from such investment. Typically the payback is expected to be much less than the total expected life of a measure, without which the project is not feasible and not recommended. Though some projects with long payback periods are not economically feasible standing alone, they might be attractive in conjunction with other major capital projects. EMG has provided a list of such economically non-attractive projects in each report.

This Executive Summary focuses only on recommended projects for implementation.

Following is a summary of sites that received energy audits and potential energy and cost savings with implementation cost:

Site Name	Base Year (July-10 to June-11) Energy Cost	Base Year (July-10 to June-11) Energy Consumption(MMBtu)	Estimated Annual Energy Savings (MMBtu)	Estimated Annual Savings	% Energy Reduction Vs Base Year	Total Projected Implementation Cost	Simple Payback (Yrs)
Broadmeadow School	\$203,629	6,269	908	\$28,495	14%	\$74,035	2.60
Eliot Elementary School	\$153,150	5,730	634	\$11,005	11%	\$43,039	3.91
Hillside Elementary School *	\$142,848	5,160	33	\$1,228	1%	\$4,129	3.36
Mitchell Elementary School *	\$134,448	5,598	556	\$11,612	10%	\$19,740	1.70
High Rock Sixth Grade Center	\$131,777	3,340	32	\$2,164	1%	\$10,205	4.72
Pollard Middle School	\$298,058	10,783	2,414	\$45,814	22%	\$594,345	12.97
Needham High School	\$582,887	19,884	195	\$11,375	1%	\$73,191	6.43
Police Station/Fire Station #1	\$73,376	2,603	313	\$9,138	12%	\$146,351	16.02
Fire Station #2	\$18,500	941	79	\$2,417	8%	\$18,934	7.83
Needham Free Public Library	\$128,049	3,086	18	\$975	1%	\$2,407	2.47
Total	\$1,866,722	63,394	5,182	\$124,222	8%	\$986,376	7.94

*projects with payback period of less than 5 years only

Based on the above summary, if all the recommended Energy Conservation Measures (ECM) are implemented across the 10 sites, **Needham could save \$124,000** (rounded to nearest \$1000) **annually with a one-time investment of \$986,000, yielding a payback in the order of 7 to 8 years.** This could also reduce the town's baseline energy consumption by an estimated 8% annually.

B. ENERGY & COST SAVINGS SUMMARY

Following is a summary of initial investment and estimated annual energy and cost savings if all projects are implemented. We have increased the projected project costs by 15% to cover the costs of engineering, design and contingency expenses for capital projects and discounted the savings by 10% to compensate for interactive effects among ECMs.

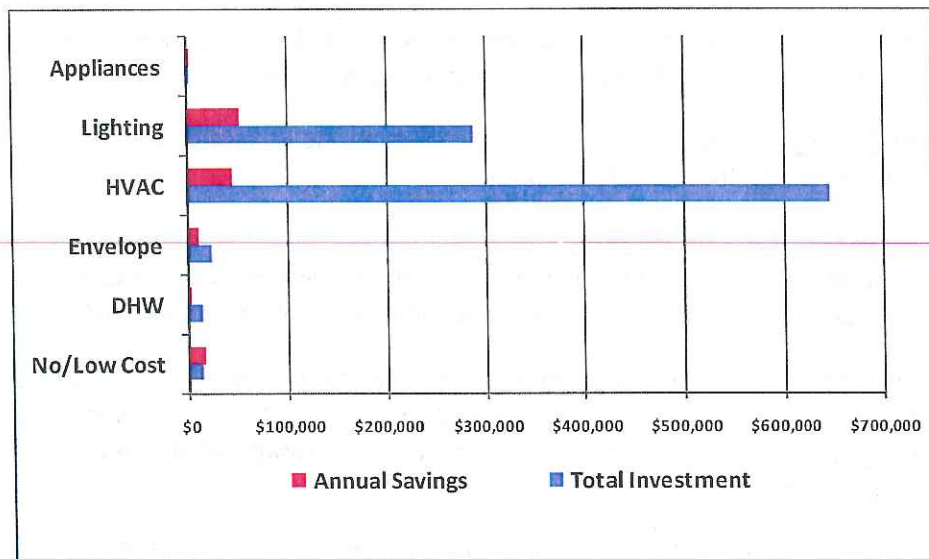
Total estimated capital cost of implementing all projects:	\$986,376
(The above cost includes 15% mark up for Engineering, Design and Contingency expenses)	
Total estimated annual cost savings (if all projects are implemented):	\$124,222
(The above savings include 10% discount for interactive effects)	
Simple Payback period:	7.94 years
Total annual Energy savings in MMBtu (w/10% discount):	5,182 MMBtu
Energy Savings compared to Baseline consumption:	8% annually

As shown above, EMG identified several energy conservation projects across the 10 sites audited for a total investment of \$986,000 (including Eng/Design and contingency of 15%) which when implemented could yield an estimated annual savings of \$124,000 with a payback period of 7-8 years.

For proper project management and implementation, EMG has broken all projects across all sites into different project categories i.e. No/Low Cost Projects, Domestic Hot Water (DHW), Envelope, HVAC, Lighting and Appliances to be implemented over a multi-year phasing plan.

Following is a summary of breakdown of individual project costs by category, related annual energy cost savings, payback periods and recommend year of implementation:

Project Category	Total Investment	Annual Cost Savings	Simple Payback (Years)	% of Total Cost	Recommended Year of Implementation	Recommended Construction Method
No/Low Cost	\$13,538	\$14,588	0.93	1.4%	2012-2014	In-house
DHW	\$13,443	\$977	13.76	1.4%	2017	HVAC Vendor
Envelope	\$23,290	\$10,610	2.20	2.4%	2013-2014	General Contractor
HVAC	\$646,741	\$44,647	14.49	65.6%	2012-2016	HVAC Vendor
Lighting	\$287,524	\$53,170	5.41	29.1%	2013-2017	Lighting Contractor
Appliances	\$1,840	\$229	8.04	0.2%	2016	In-house
Total	\$986,376	\$124,222	7.94	100%		



The projects are further broken down into the following sub categories:

Vending Machine Controls: This measure recommends installing vending miser controls that automatically reduce the compressor and lighting run time for vending machines based on motion sensing.

Low Flow water fixtures: This measure recommends installing low flow water fixtures and faucet aerators where applicable.

DHW upgrades/set points: This measure recommends reducing the domestic water heater set points in storage tanks and retrofit of water heater itself where necessary.

HVAC Controls upgrade: This measure recommends installing digital HVAC controls i.e. temperature reset controls for boilers and chillers that reduce run time based on load.

Envelope & General Weather stripping improvements: This measure recommends installing new windows, upgrading building insulation and regular maintenance related caulking and weather stripping upgrades.

High Efficiency Fluorescent Lighting/Induction Lighting: This measure recommends installing high efficiency lighting including Super T8s for interior space and Induction replacements for exterior and high bay applications. Though Elliot, High Rock, Library and Fire Station 2 have Metal halide exterior and parking lot fixtures, they would not cost justify replacement due to the relative lower wattage of the fixture, which is less than 175W. Typically induction replacements justify for fixture wattages over 200W.

Automatic Lighting Controls: This measure recommends installing photo and occupancy sensors to optimally control lighting.

New High Efficiency Chillers: This measure recommends installing high efficiency chillers with kW/ton ratio of less than 0.45 to replace older cooling systems.

New Unitary Air Conditioners: This measure recommends installing older unitary split and window AC systems with high SEER AC units.

High Efficiency Condensing Boilers: This measure recommends adding a new high efficiency (98%) condensing boiler and using it as primary heating boiler for both pools and space heating. These boilers have high turn down ratio and advanced load following capability.

Install NEMA Premium Efficiency Motors: This measure recommends upgrading/replacing existing motors with NEMA premium rated motors to permanently reduce electric demand and usage during operational hours. Further where a VFD is recommended, these motors should be of inverter based type.

Retro/Re-Commissioning (RCx): This measure recommends re commissioning all building HAVC and air distribution systems after all improvements are made and systems properly commissioned by the contractor. This will tune up all building components to ensure all building systems are operating to new design intent. It is generally recommended that buildings with complex HVAC systems be retro/re commissioned every 3 to 5 years.

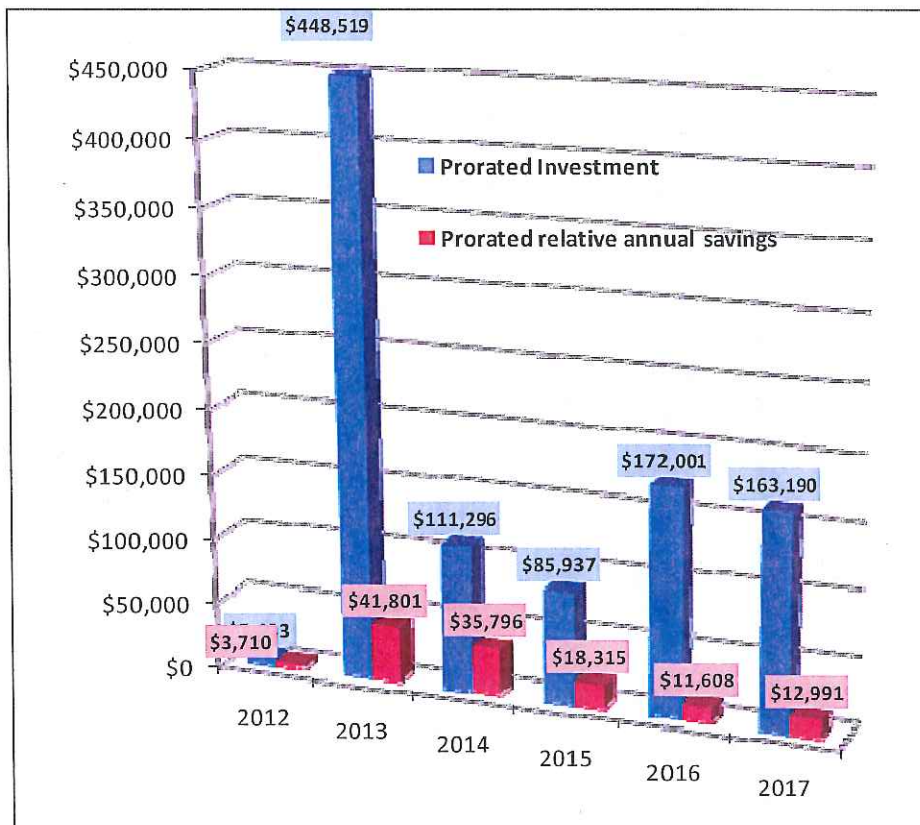
EMG has recommended the following construction methods commonly followed in the industry for implementation of the recommended projects:

- **In-house:** low/no cost projects and general maintenance items that can be implemented by in-house engineering and maintenance staff
- **General Contractor (GC):** GC is recommended for all insulation upgrade projects related to attic insulation, window replacement/upgrade and other envelope related projects not covered by maintenance
- **Lighting Contractor:** A Lighting contractor is recommended for all lighting upgrade projects including lamp, ballast & fixture retrofits for both interior and exterior lighting as well as automatic lighting controls including installation of photo and occupancy sensors; may require RFP procurement
- **HVAC Vendor:** HAVC contractor is recommended for all new boiler and chiller replacement/upgrade projects as well as VFD installation projects; may require RFP procurement

C. PROJECT IMPLEMENTATION BY YEAR

EMG proposes a multi-year phased implementation plan per below schedule for construction and implementation of all proposed projects and following table shows prorated total annual investment needed and prorated relative annual savings resulting from the projects. Utility rate escalation and other financial discount factors are not considered for this analysis.

End of Year (EOY)	Total Investment	Resulting Annual Cost Savings	Prorated Total Investment	Prorated Annual Savings
2012	\$5,433	\$3,710	1%	3%
2013	\$448,519	\$41,801	45%	34%
2014	\$111,296	\$35,796	11%	29%
2015	\$85,937	\$18,315	9%	15%
2016	\$172,001	\$11,608	17%	9%
2017	\$163,190	\$12,991	17%	10%
Total	\$986,376	\$124,222	100%	100%



The following table shows a summary of No/Low Cost Projects. Please refer to the energy audit reports provided for each site for individual listing of projects.

Project category	Site	Projected Investment w/15% mark-up	Estimated Annual Savings	Simple Payback (Yrs)	Recommended Year of Implementation
Total No/Low Cost Projects	all sites	\$13,538	\$14,588	0.93	2012-2014

The following table shows a summary of Domestic Hot Water (DHW) Projects:

Project	Site	Projected Investment w/15% mark-up	Estimated Annual Savings	Simple Payback (Yrs)	Recommended Year of Implementation
Details: Replace Old Gas Fired Water Heater	Pollard	\$13,443	\$977	13.76	2017

The following table shows a summary of Envelope upgrade Projects:

Project	Site	Projected Investment w/15% mark-up	Estimated Annual Savings	Simple Payback (Yrs)	Recommended Year of Implementation
Details: Install Insulation in Attic	Michelle	\$12,174	\$10,025	1.21	2013
Details: Replace All External Windows On The Second Floor	Fire #2	\$11,116	\$585	19.00	2014
Total		\$23,290	\$10,610	2.20	

The following table shows a summary of HVAC Projects:

Project	Site	Projected Investment w/15% mark-up	Estimated Annual Savings	Simple Payback (Yrs)	Recommended Year of Implementation
Retro-Commission The Building HVAC & Control System	Broadmeadow	\$35,247	\$5,704	6.18	2014
Re-Commission The Building & Its Control Systems	Elliot	\$23,817	\$5,683	4.19	2015
Install On-Demand Ventilation on Air Handlers in Mechanical Room	Elliot	\$2,347	\$259	9.06	2016
Replace Existing Air Conditioners with Energy Star Air Conditioners	Pollard	\$18,849	\$3,057	6.17	2015
Replace Inefficient heating plant	Pollard	\$421,467	\$21,570	19.54	2013

	HW boilers Details: Relocate the DP Sensor And Re-Program the Set point on the Sensor	Needham HS	\$6,153	\$1,939	3.17	2016
Re-Commission The Building HVAC Controls	Details: Install DDC and add building to BMS	Police/Fire #1	\$138,863	\$6,435	21.58	2016
Install DDC and add building to BMS	Total		\$646,741	\$44,647	14.49	

The following table shows a summary of Lighting Projects:

Project		Site	Projected Investment w/15% mark-up	Estimated Annual Cost Savings	Simple Payback (Yrs)	Recommended Year of Implementation
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Outside Pole Lights, Gym Lights, and Auditorium Lights	Broadmeadow	\$11,252	\$3,840	2.93	2014
Install Automatic Lighting Controls	Details: Install Motion & Occupancy Sensors throughout building	Broadmeadow	\$25,437	\$11,844	2.15	2014
Install Automatic Lighting Controls	Details: Exploit natural light in corridors, etc.	Elliot	\$1,877	\$2,064	0.91	2014
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Replace HID Gym lights and lobby flood lights with induction fixtures.	Elliot	\$13,710	\$2,248	6.10	2015
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Install Induction lighting for Parking and Exterior Building Lighting	Hillside	\$1,708	\$285	5.99	2013
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Replace Wall packs and Parking Lights with Induction Lighting	Michelle	\$6,578	\$970	6.78	2013
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Replace Gym HID Lamps with Induction Lamps	High Rock	\$4,169	\$448	9.30	2016
Install Bi-Level Lighting System In Hallways	Details: Control Corridor Linear Fluorescent Lighting with Motion Sensors	High Rock	\$4,825	\$607	7.95	2016
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Exterior Wall Packs, Blue and Green Gymnasium	Pollard	\$20,799	\$5,506	3.78	2015
Install Tandem Lighting System In Hallways	Details: Throughout The Hallways	Pollard	\$20,902	\$7,545	2.77	2014
Delamp Fixtures In Individual Rooms And Install Lighting Controls	Details: All Classrooms, Offices And Media Centers	Pollard	\$98,169	\$6,775	14.49	2017
Install Automatic Lighting Controls	Details: Install Photo sensors in Classrooms, Hallways and Stairwells	Needham HS	\$3,952	\$2,287	1.73	2014
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Replace Exterior Lighting with Induction Lighting	Needham HS	\$11,048	\$1,270	8.70	2016
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Replace Gym Lighting, Exterior Building Lighting and Parking Lighting with Induction Lighting	Needham HS	\$51,578	\$5,239	9.84	2017
Install Automatic Lighting Controls	Details: Install Motion Sensors in Office and Common Areas	Police/Fire #1	\$1,599	\$410	3.90	2015
Replace High Intensity Discharge Lamp (HID) with Induction Lighting	Details: Replace Exterior and Parking Lights with Induction Lights	Police/Fire #1	\$2,757	\$421	6.55	2016
Replace Lamps In Individual Rooms And Install Lighting Controls	Details: Install Occupancy Sensors In All Spaces	Fire #2	\$7,164	\$1,411	5.08	2015
Total			\$287,524	\$53,170	5.41	

The following table shows a summary of Appliance replacement Projects:

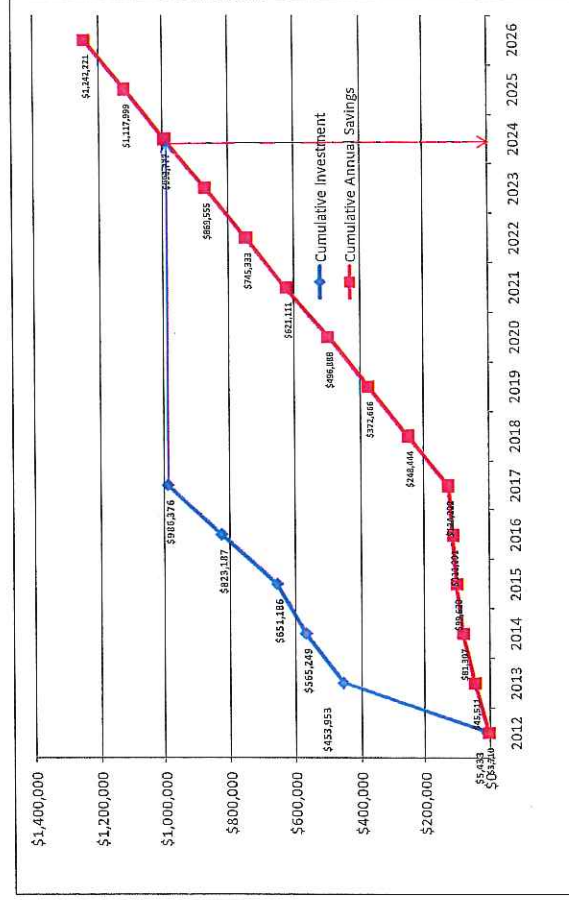
Project	Site	Projected Investment w/15% mark-up	Estimated Annual Cost Savings	Simple Payback (Yrs)	Recommended Year of Implementation
Details: Replace Refrigerators in Police Department with Energy Star Units	Police/Fire #1	\$1,840	\$229	8.04	2016
Total		\$1,840	\$229	8.04	

The project schedule has been developed in conjunction with and feedback from Needham. The selection of projects for a particular year is based on project needs, budget availability, relative energy efficiency gains and cost savings. It can be noted that 46% of total project cost i.e. \$453,953 is projected for Y2012 & 2013. This includes the new boiler replacement project for Pollard Middle School which is expected to take place during Y2013 for an estimated cost of over \$421,000.

The following chart shows cumulative annual investment for each year and cumulative annual savings over period of 15 years. Simple payback period of 7.94 years assumes that all projects are fully implemented and full savings will start yielding in the first year alone. Since the actual implementation and construction schedule is spread over six (6) years, the actual time to recover full investment costs based on present dollar values is 13 years which is more than the simple payback period of 7.94 years, based on the projected construction schedule.

The following table and chart provides a quick summary of investment by year and cumulative annual cost savings and total recovery period:

End of Year (EOY)	Total Investment	Resulting Annual Savings	Cumulative Investment	Prorated Annual Savings	Cumulative Annual Savings
2012	\$5,433	\$3,710	\$5,433	\$3,710	\$3,710
2013	\$448,519	\$41,801	\$453,953	\$45,511	\$45,511
2014	\$111,296	\$35,796	\$565,249	\$81,307	\$81,307
2015	\$85,937	\$18,315	\$651,186	\$99,623	\$99,623
2016	\$172,001	\$11,608	\$823,187	\$111,231	\$111,231
2017	\$163,190	\$12,991	\$986,376	\$124,222	\$124,222
2018				\$124,222	\$248,444
2019				\$124,222	\$372,666
2020				\$124,222	\$496,888
2021				\$124,222	\$621,111
2022				\$124,222	\$745,333
2023				\$124,222	\$869,555
2024				\$124,222	\$993,777
2025				\$124,222	\$1,117,999
2026				\$124,222	\$1,242,221
Year 11	\$986,376				



It can be clearly seen that according to the project phasing and construction schedule of six (6) years, total recovery of initial investment is projected to happen during the year 13 or during Y2024, based on present value method.

Further, EMG strongly recommends that all HVAC and Lighting related capital projects be installed and commissioned by a reputable contractor and a detailed commissioning report be provided to Needham upon completion of each project.

We also strongly recommend that a proper Measurement & Verification (M&V) program be budgeted and incorporated for all lighting and HVAC projects administered by a reputable third party M&V company. This will ensure if the anticipated energy savings are achieved and ascertained to meet the overall energy and cost reduction goal.

**Board of Selectmen
AGENDA FACT SHEET
Tuesday, June 12, 2012**

Agenda Item: *Approve Sale of Bonds and Notes*

Presenter(s): **David Davison, ATM/Finance Director**
Evelyn Poness, Treasurer

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

We will review the results of the bond sale with the Board and discuss the S&P rating.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: [YES] NO

Suggested Motions: (please note there are NINE motions to be acted upon by the Board)

Motion A

Move that in order to reduce interest costs, the Treasurer is authorized to issue refunding bonds, at one time or from time to time, pursuant to Chapter 44, Section 21A of the General Laws, or pursuant to any other enabling authority, to refund a portion of the Town's (i) \$14,000,000 General Obligation School Bonds dated November 1, 2003 maturing on November 1 in the years 2014 through 2023, inclusive, and (ii) \$12,649,000 General Obligation Municipal Purpose Loan of 2004 Bonds dated December 1, 2004 maturing on December 1 in the years 2015 through 2019, inclusive, (together, the "Refunded Bonds") and that the proceeds of any refunding bonds issued pursuant to this vote shall be used to pay the principal, redemption premium, if any, and interest on the Refunded Bonds and costs of issuance of the refunding bonds.

Motion B

Move that the sale of the \$10,995,000 General Obligation Refunding Bonds of the Town dated June 15, 2012 (the "Bonds"), to Janney Montgomery Scott LLC at the price of \$11,961,831.41 is hereby approved and confirmed. The Bonds shall be payable on November 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2012	\$95,000	2.00%	2018	\$1,470,000	3.00%
2013	60,000	2.00%	2019	1,450,000	3.00%
2014	760,000	3.00%	2020	655,000	3.00%
2015	1,560,000	2.00%	2021	645,000	4.00%
2016	1,530,000	2.00%	2022	640,000	4.00%
2017	1,500,000	2.00%	2023	630,000	4.00%

Motion C

Move to approve the sale of the Town's (i) \$350,000 General Obligation Bond Anticipation Notes, Series A (Taxable) dated June 15, 2012 and payable June 29, 2012 and (ii) \$8,650,000 General Obligation Bond Anticipation Notes, Series B dated June 15, 2012 and payable October 15, 2012 (the "Notes"), at par and accrued interest, if any, plus the premiums indicated as follows:

Number	Denomination	Interest Rate	Premium	Purchaser
1	\$350,000	0.50%	\$0.00	Century Subsidiary Investments Inc. III
2	\$8,650,000	0.75%	\$15,743.00	Eastern Bank

(Continue Next Page)

Motion D

Move that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 29, 2012, and a final Official Statement dated June 6, 2012 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Motion E

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 29, 2012, and a final Official Statement dated June 6, 2012, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Motion F

Move to authorize the execution and delivery of a Refunding Escrow Agreement to be dated June 15, 2012, between the Town and U.S. Bank National Association, as Refunding Escrow Agent.

Motion G

Move that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver continuing and significant events disclosure undertakings in compliance with SEC Rule 15c2-12 in such forms as may be approved by bond counsel to the Town, which undertakings shall be incorporated by reference in the Bonds and Notes, as applicable, for the benefit of the holders of the Bonds and Notes from time to time.

Motion H

Move that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the 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 Bonds and Notes.

Motion I

Move that each member of the Board of Selectmen, 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.

3. BACK UP INFORMATION ATTACHED:

- a. Cover Memo
- b. S&P rating

4. OTHER APPROVAL REQUIRED:

- | | | | | |
|----|----------------|-------|----|--|
| a. | Town Treasurer | [YES] | NO | |
| b. | Town Clerk | [YES] | NO | <i>After Board Approves & Signs</i> |

Disposition by BOS

Action taken: _____ Present on future Agenda: _____ Refer to/Inform: _____

Report back to BOS on: _____

Prepared by dbd 06/08/2012

Memorandum

To: Board of Selectmen
From: David Davison, Assistant Town Manager/Director of Finance
CC: Kate Fitzpatrick, Town Manager; Evelyn Poness, Treasurer/Collector;
Michelle Vaillancourt, Town Accountant
Date: June 8, 2012
Re: Debt Sales

The Town maintained its "AAA" rating with Standard and Poor's, which has reaffirmed the rating, and still views Needham's outlook as stable after our review with them last Thursday. Discussion focused on our FY2012 anticipated year end results (slightly lower than the previous period) and an update as to our FY2013 projections (maintaining a cautious outlook on revenue). We discussed the FY2013 budget plan that was adopted at Annual Town Meeting (which was keeping within the average growth rate), the collective bargaining agreements recently approved, and the positive actions taken at both the Annual Town Meeting and Special Town Meeting this May to set aside more funds towards the stabilization reserves. We had another discussion about health insurance and health care trends, and confirmed that the Town is keeping to its OPEB funding schedule, which continues to be a very positive attribute towards maintaining the high credit rating.

We gave an update on major capital projects that have been approved, such as the Newman School project (winding down) and the Senior Center and Reservoir B Sewer Pump Station now under construction. We informed them that the Town did approve funding for the purchase of three parcels of land, one for public parking and two for public safety parking and future expansion capacity for the public safety building. We gave an overview of other major projects that are under development such as St Mary's Pump Station or being explored such as the Hillside and Mitchell elementary schools. The S&P June 5, 2012 rationale for the rating is attached.

The Town issued two notes: the first maturing June 29, 2012 and the second maturing October 15, 2012. The note maturing on June 29, 2012 will be paid in full. The October note will be paid down in part, and the balance will be rolled to another note or possibly converted to a bond. These decisions are made when we get closer to the October maturity, based on the status of the projects, and the market outlook.

We also are issuing Refunding Bonds against the 2003 Broadmeadow School bonds and the 2004 Needham Public Library bonds. With interest rates still very low, we were able to redo these two bond issues locking in even a lower rate of interest than the Town was already paying. On a gross basis the interest savings is \$1,096,274.86. Since the Broadmeadow School project was approved under previous School Building Assistance program, which the State shared not only the cost of construction of a school building, but also the interest expense incurred to finance the project, the State also shares in the savings. Based on the State's net share of the eligible cost for the

Broadmeadow School (55.91%), the State share of the interest savings is \$484,234.54; the Town's share is \$381,847.90. 100% of the interest savings on the Library project belongs to the Town, a savings of \$230,192.42. Because both the Broadmeadow School and Public Library projects were funded by excluded debt, this means the taxpayers will pay \$612,040.32 less over the remaining life of the two bonds on these two projects than they would have paid.

Specific to the Refunding Bonds, the Town received four competitive bids; truly a reflection of the Town's overall credit quality. The lowest bidder, Janney Montgomery Scott LLC offered a coupon rate that ranges from a low of 2.000% to a high of 4.000% per year, with a premium of \$963,806.50. The overall structure of the bid results in a true interest cost (TIC) of 1.478513%. Attached is a summary of the bids received.

The Town received two bids on its 14 day Series A \$350,000 taxable bond anticipation note (BAN) and seven bids for its 120 day Series B \$8,650,000 BAN. The lowest bidder on the \$350,000 note was Century Bank which offered an interest rate of 0.50%; the lowest bidder for the Series B note was Eastern Bank which offered an interest rate of 0.75% with a premium of \$15,743.00 which results in a net interest cost (NIC) of 0.2040% which are the basis for awards. These continue to be some of the lowest competitive net interest rate the Town has received on its debt during this century. Attached are summaries of the bids received for the two sales.

The proceeds of the notes will fund expenses related to a number of capital projects, including the Newman School, Pollard School, Public Services Administration, Senior Center, and Town Hall facilities. The proceeds will also reimburse for various capital equipment purchases and improvements to the Town's road, sewer, and water systems.

Project	Series A	Series B
Booth Street	-	45,000
GPA Wastewater Pump Station	15,000	-
Municipal Parking Lot Improvements	-	5,000
Newman School Extraordinary Repairs	-	4,734,200
Pollard School Parking & Access Improvements	-	55,800
Pollard School Roof Repair	-	475,000
Public Services Administration Building	-	100,000
Road, Bridges, Sidewalks and Intersection Improvement Program	-	600,000
RTS Construction Equipment	54,000	-
RTS Construction Equipment (FE Loader)	1,000	-
Senior Center Construction	-	1,000,000
Senior Center Feasibility & Design	-	150,000
Sewer Pump Station Design (Reservoir B)	165,000	335,000
Sewer System Rehabilitation	13,000	-
Town Hall	-	1,150,000
Water Pumping Station Design St. Mary's	102,000	-

The Board will be asked to approve the sale of the notes and refunding bonds and other documents. Upon approval, the Board will need to execute several documents that will be brought to the meeting.

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

Town of Needham, Massachusetts
General Obligation Refunding Bonds, Dated: June 15, 2012
Advance Refunding of 11/01/03
 Broadmeadow School (IE)

Date	Refunding Savings	State's Share of Savings	Town's Share of Savings
06/30/2012	-	-	-
06/30/2013	77,082.44	44,021.32	33,061.12
06/30/2014	74,150.00	44,021.32	30,128.68
06/30/2015	71,275.00	44,021.32	27,253.68
06/30/2016	71,300.00	44,021.32	27,278.68
06/30/2017	72,450.00	44,021.32	28,428.68
06/30/2018	72,862.50	44,021.32	28,841.18
06/30/2019	70,525.00	44,021.32	26,503.68
06/30/2020	70,700.00	44,021.32	26,678.68
06/30/2021	70,050.00	44,021.32	26,028.68
06/30/2022	71,625.00	44,021.32	27,603.68
06/30/2023	70,475.00	44,021.32	26,453.68
06/30/2024	73,587.50	-	73,587.50
Total	\$866,082.44	\$484,234.54	\$381,847.90

58.00% Reimbursement Rate

55.91% Reimbursement Rate Revised for Eligible Costs

**Town of Needham
Refunding Bond Sale
\$10,995,000**

Notice Date
Date of Sale
Date of Board Action
Settlement
Maturity

06/06/2012
06/12/2012
06/15/2012
11/01/2023

Rating **AAA** **05-Jun-12**
By Standard & Poor's Public Finance

Bidder	Range	Interest	Premium	Net Interest	True Interest Cost Rate
Janney Montgomery Scott LLC	2.000% - 4.000%	\$2,020,317.78	\$963,806.50	\$1,056,511.28	1.478513%
Fidelity Capital Markets	3.000% - 4.000%	\$2,214,404.44	\$1,144,051.36	\$1,070,353.08	1.488578%
Roosevelt & Cross, Inc.	2.000% - 4.000%	\$2,294,403.33	\$1,193,819.15	\$1,100,584.18	1.535264%
Robert W Baird & Co., Inc.	2.000% - 3.000%	\$1,773,981.11	\$616,444.85	\$1,157,536.26	1.665900%

Prepared by ATM/Finance Director June 8, 2012

**Town of Needham
Note Sale - Series A
\$350,000**

Notice Date 06/06/2012
Date of Sale 06/12/2012
Date of Board Action 06/15/2012
Settlement 06/29/2012
Maturity

**Rating SP-1+ 05-Jun-12
By Standard & Poor's Public Finance**

Bidder	Amount	Rate	Interest	Premium	Net Interest	NIC
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Eastern Bank	\$350,000	0.50%	\$68.06	\$0.00	\$68.06	0.5000%
Century Bank	\$350,000	1.30%	\$176.94	\$0.00	\$176.94	1.3000%

Prepared by ATM/Finance Director June 8, 2012

**Town of Needham
Note Sale - Series B
\$8,650,000**

Notice Date 06/06/2012
Date of Sale 06/12/2012
Date of Board Action 06/15/2012
Settlement 10/15/2012
Maturity 122.00
360.00

**Rating SP-1+ 05-Jun-12
By Standard & Poor's Public Finance**

Bidder	Amount	Rate	Interest	Premium	Net Interest	NIC
--------	--------	------	----------	---------	--------------	-----

Eastern Bank	\$8,650,000	0.75%	\$21,625.00	\$15,743.00	\$5,882.00	0.2040%
TD Securities	\$8,650,000	0.75%	\$21,625.00	\$15,656.50	\$5,968.50	0.2070%
FTN Financial	\$8,650,000	1.00%	\$28,833.33	\$21,668.25	\$7,165.08	0.2485%
Janney Montgomery Scott LLC	\$8,650,000	1.25%	\$36,041.67	\$26,901.50	\$9,140.17	0.3170%
Jefferies & Company	\$8,650,000	0.75%	\$21,625.00	\$12,458.00	\$9,167.00	0.3179%
Century Bank	\$1,000,000	0.35%	\$1,166.67	\$0.00	\$1,166.67	0.3500%
Oppenheimer & Co.	\$8,650,000	1.25%	\$36,041.67	\$15,765.00	\$20,276.67	0.7032%

Prepared by ATM/Finance Director June 8, 2012

October 4, 2011

Summary:

**Needham, Massachusetts; General
Obligation; Note**

Primary Credit Analyst:

Victor Medeiros, Boston (1) 617-530-8305; victor_medeiros@standardandpoors.com

Secondary Contact:

Richard J Marino, New York (1) 212-438-2058; richard_marino@standardandpoors.com

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Summary:

Needham, Massachusetts; General Obligation; Note

Credit Profile

US\$5.762 mil GO BANs dtd 10/14/2011 due 06/15/2012

Short Term Rating	SP-1+	New
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US\$2.46 mil GO mun purp ln ser 2011 due 10/03/2026

Long Term Rating	AAA/Stable	New
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Needham GO

Long Term Rating	AAA/Stable	Affirmed
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Rationale

Standard & Poor's Ratings Services has assigned its 'AAA' long-term rating to Needham, Mass.' series 2011 general obligation (GO) municipal-purpose loan bonds and affirmed its 'AAA' long-term rating on the town's existing GO parity debt. The outlook on the long-term ratings is stable.

Concurrently, Standard & Poor's assigned its 'SP-1+' short-term rating to Needham's GO bond anticipation notes (BANs).

The short-term note rating reflects our revised criteria for evaluating and rating bond anticipation notes (BANs). In our view, the city maintains a very strong capacity to pay principal and interest when the notes come due. The town maintains a low market risk profile as it maintains strong legal authority to issue long-term debt to take out the notes and is a frequent issuer that regularly provides ongoing disclosure to market participants.

The long-term rating reflects our opinion of the town's:

- Affluent and stable property tax base with high income and property wealth,
- Sound and consistent financial position, and
- Low debt burden with rapid amortization.

Needham's full faith pledge secures the bonds. Officials plan to use bond proceeds for various construction projects.

Needham, with an estimated population of 29,000, is 10 miles southwest of Boston in one of the nation's wealthiest regions. The town's location along Interstate 95 provides convenient access to employment in Boston and the surrounding areas. The town's own local economy is stable and diverse, and the town's economic indicators remain very strong. Unemployment was 4.9% in August 2011, below commonwealth and national rates. Moreover, median household effective buying income is 188% of the national level. The tax base is primarily residential, so little assessed value (AV) concentration exists. The town's AV remains extremely resilient as it has grown by 1.9% to \$7.5 billion in fiscal 2011. The town's full market value is extremely strong at \$260,000 per capita. The community's median home value is approximately 386% of the national level.

The town continues to maintain a strong level of operating flexibility heading into fiscal 2012. Moreover, most if

not all, revenues appear to be stabilizing, easing near-term budgetary challenges. Needham ended fiscal 2010 with a \$6.1 million unreserved general fund balance, which we consider to be good at 5.4% of general fund expenditures. The town's stabilization fund also closed with a \$3.2 million balance--virtually unchanged from the previous year. Overall, the town closed with combined available reserve position of \$9.5 million, or 8.5% of general fund expenditures. The town's financial position has been relatively stable in recent years, with available reserves ranging between 8% and 9% of expenditures.

Officials estimate break-even general fund operations for fiscal 2011 aided by better-than-expected revenue results. The 2012 budget totals \$112.2 million, which is 2% more than the previous year. The budget does conservatively estimate state aid and local receipts, but also builds in several contingencies if those revenues decrease below budgeted amounts.

Overall, we consider Needham's management practices to be "good" under Standard & Poor's Financial Management Assessment methodology, indicating that financial management practices exist in most areas, although not all might be formalized or regularly monitored by governance officials.

Including this bond issuance and net of state school construction aid and offsetting self-supporting water and sewer bonds, Needham's debt burden is, in our opinion, moderate at \$2,603 per capita, but low at 1% of total market value. Debt service carrying charges were 8% of 2010 general fund expenditures, and amortization of long-term debt, after issuance, is aggressive, with officials planning to retire about 77% of principal by 2021 and 100% by 2029.

The town is one of the few communities in the state that fully funds its other postemployment benefit (OPEB) obligation. Based on a July 1, 2009, unfunded actuarial accrued liability of \$43.8 million, the town had a funded ratio of 10.2% (\$5 million). In 2010, the annual required contribution (ARC) was \$3.4 million, or roughly 3% of expenditures. As of Jan. 1, 2010, for its pensions, the town was 78% funded. In 2010, the town contributed 100% of the ARC totaling \$4.2 million (roughly 4% of budget).

Outlook

The outlook is stable. We do not expect to revise the town's long-term rating within the two-year parameter of the stable outlook because we expect the town to continue to make the necessary adjustments to produce balanced operations as it has historically demonstrated. In our opinion, Needham's economic fundamentals should lend themselves to further development and further tax base growth over time, which will underpin future stability. While we expect additional debt issuance to push debt ratios higher, particularly as the town manages its long-term capital improvement plan, at the moment, the town's debt plans are not a credit concern due to its existing debt burden.

Related Criteria And Research

- USPF Criteria: GO Debt, Oct. 12, 2006
- USPF Criteria: Bond Anticipation Note Rating Methodology, Aug. 31, 2011
- State And Local Government Ratings Are Not Directly Constrained By That Of The U.S. Sovereign, Aug. 8, 2011

Complete ratings information is available to subscribers of RatingsDirect on the Global Credit Portal at

Summary: Needham, Massachusetts; General Obligation; Note

www.globalcreditportal.com. All ratings affected by this rating action can be found on Standard & Poor's public Web site at www.standardandpoors.com. Use the Ratings search box located in the left column.

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Board of Selectmen

AGENDA FACT SHEET for 6/12/2012

Agenda Item: **Accounting and Financial Software**

Presenter(s): **David Davison, Assistant Town Manager**

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

Mr. Davison will update the Board on the progress of the School/Town collaboration to replace the existing accounting and financial software in fiscal year 2013.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

3. BACK UP INFORMATION ATTACHED:

None

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

Board of Selectmen

AGENDA FACT SHEET for 6/12/2012

Agenda Item: Review Goals

Presenter(s): Board Discussion

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

The Board will review the draft goals for FY2013 - 2014.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

3. BACK UP INFORMATION ATTACHED:

- a. Preliminary Draft Board of Selectmen Goals FY2013 - 2014

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

FY2013-FY14 Board of Selectmen Proposed Goals
Adopted _____

- 1. Maximize the use of Town buildings and ensure that Town and School services are housed in buildings that provide suitable and effective environments.**
 - a. Ensure construction of Senior Center with expected opening in fall, 2013
 - b. Renovate and/or reconstruct the Hillside and Mitchell Schools
 - c. Identify appropriate office space for School Administration
 - d. Determine the appropriate re-use of the Ridge Hill buildings
 - e. Update the Facility Master Plan.
 - f. Evaluate and make changes as necessary to polling locations.
 - g. Improve the DPW Complex beginning with the construction of garage bays.
 - h. Redevelop 59 Lincoln Street and 89 School Street for additional parking to support public safety operations
 - i. Determine appropriate re-use, if any, of Stephen Palmer Senior Center space and associated parking.

- 2. Continue efforts to maintain and improve the vitality and economic success of the Town.**
 - a. Further review the Needham Center Zoning
 - b. Expand the amount and accessibility of surface parking in Needham Center
 - c. Restructure the permit parking system in Needham Center including the evaluation of “buddy parking” and the reconfiguration of the Lincoln Street lot with the acquisition of 37-39 Lincoln Street.
 - d. Improve the Needham Center streetscape and infrastructure
 - e. Develop and implement regulations for the retail sale of alcoholic beverages in Needham
 - f. Review the Town’s sign by-law
 - g. Review the Town’s by-laws relative to outdoor displays, furniture, and the like.
 - h. Evaluate options, including incentives, to address the issue of empty storefronts in Needham Center.
 - i. Improve the streetscape and infrastructure of the NEBC
 - j. Complete the preferred renovation of Highland Avenue from Webster Street to the Charles River (State highway)
 - k. Monitor implications of the add-a-lane project and assure that Needham’s interests are addressed in the final design
 - l. Develop a consensus with Newton regarding transportation options along the Highland Avenue/Needham Street corridor
 - m. Evaluate the need to develop a formal protocol for mobile food vendors

- 3. Continue working toward energy efficient and environmentally sound operations for both the Town and its residents and businesses.**
 - a. Complete fleet inventory and develop a policy for purchasing fuel efficient vehicles
 - b. Evaluate the generation of power through alternative or renewable energy sources, including solar power

- c. Review and revise as necessary the Integrated Pest Management Policy

4. Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.

- a. Replace the Greene's Field play structure
- b. Develop a shared use recreational rail trail from Needham Junction to the Dover line
- c. Evaluate the future of Rosemary Pool and its site, in cooperation with the Park and Recreation Commission.
- d. Evaluate user fees and field maintenance fees in cooperation with the Park and Recreation Commission.
- d. Work with the Planning Board on re-evaluation of zoning provisions relating to residential construction
- e. Develop a plan for recreation and open space improvements if proposed changes to the Community Preservation Act are approved.
- f. Develop a strategic plan for property acquisition.
- g. Oversee final cost certification of Charles River Landing project, participate in development of 40B guidelines, evaluate and make recommendations relative to 40B project proposals, review existing affordable housing units and ensure compliance with applicable laws and regulations.
- h. Evaluate the impact of broadening the historical demolition delay By-law.
- i. Implement amended hunting regulations
- j. Review and make recommendations, as necessary, relative to the creation of an off-leash dog area in Needham.
- k. Evaluate and make recommendations, as necessary, relative to the future use of the NIKE site.
- l. Evaluate the need to regulate services offered in day spas.

5. Maintain and enhance the Town's Financial Sustainability

- a. Review and amend as necessary the specialized stabilization policies; formalize fund targets.
- b. Review and amend as necessary the debt management policy with emphasis on the appropriate use of tax-levy supported ("3%") debt.
- c. Create a super committee to evaluate and make recommendations relative to the financial sustainability of the RTS.
- d. Implement a new financial software system for Town and School operations.

6. Evaluate Town Operations and Administration.

- a. Evaluate Open Meeting Attendance/Remote Participation Options
- b. Evaluate and Update the Town's Website to enhance the level of customer service

Board of Selectmen

AGENDA FACT SHEET for 6/12/2012

Agenda Item: Greendale Village

Presenter(s): Board Discussion

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

The Massachusetts Housing Finance Agency (MassHousing) is reviewing an application for site approval for a 40B housing project currently known as "Greendale Village." The Board will discuss the project request and determine whether or not to submit comments to MassHousing during the review process.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: (YES) NO (circle one)

Suggested Motion (if applicable): That the Board authorize the Town Manager to forward a letter to MassHousing summarizing the comments of the Board.

3. BACK UP INFORMATION ATTACHED:

- a. Letter from MassHousing dated May 15, 2012
- b. Letter from SEB, LLC dated April 17, 2012
- c. Greendale Village Project Eligibility Application provided previously under separate cover

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Administrator	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



DONE

5/18/12

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2012 MAY 17 P 2 14

cc: BOS
→ KF

Massachusetts Housing Finance Agency
One Beacon Street, Boston, MA 02108

TEL: 617.854.1000 | FAX: 617.854.1091
VP: 866.758.1435 | www.masshousing.com

May 15, 2012

Ms. Kate Fitzpatrick
Town Manager
Town of Needham
1471 Highland Avenue
Needham, MA 02492

RE: Greendale Village, Needham, MA
PE-517

Dear Ms. Fitzpatrick:

The Massachusetts Housing Finance Agency (MassHousing) is currently reviewing an application for Site Approval submitted by Robert Engler. The proposed Greendale Village development will consist of 10 newly constructed housing units located on a 1.53 acre parcel of land located at 894 Greendale Avenue in Needham.

The site approval process is offered to project sponsors who intend to apply for a comprehensive permit under Chapter 40B. MassHousing's review involves an evaluation of the site, the design concept, the financial feasibility of the proposal, and the appropriateness of the proposal in relation to local housing needs and strategies. As part of our review, we are soliciting comments from the local community and we would appreciate your input. You also may wish to include in your response, issues or concerns raised by other town boards, officials or other interested parties. Pursuant to the new Massachusetts General Laws Chapter 40B regulations (760 CMR 56.00) your comments may include information regarding municipal actions previously taken to meet affordable housing needs such as inclusionary zoning, multifamily districts adopted under G.L. c.40A and overlay districts adopted under G.L. c.40R. Your comments will be considered as part of our review.

We have been informed by the applicant that the Town has received a copy of the application and site plans. Please inform us of any issues that have been raised or are anticipated in the Town's review of this application. We request that you submit your comments to this office within 30 days so we may process this application in a timely manner.

During the course of its review, MassHousing will conduct a site visit, which Local Boards, as defined in 760 CMR 56.02, may attend. The site visit for Greendale Village has been tentatively

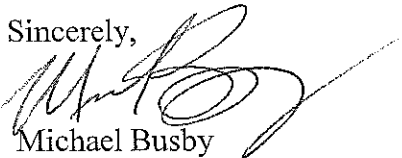
scheduled for May 23, 2012. Please notify Michael Busby, MassHousing 40B Project Coordinator, at (617) 854-1219 promptly if any representatives of your office or of other Local Boards plan to attend the scheduled site visit.

Please note that if and when an application is submitted for a comprehensive permit, assistance is available to Needham's Zoning Board of Appeals (ZBA) to review the permit application. The Massachusetts Housing Partnership's (MHP) *Ch. 40B Technical Assistance Program* administers grants to municipalities for up to \$10,000 to engage qualified third-party consultants to work with the town's ZBA in reviewing the Chapter 40B proposal. For more information about MHP's technical assistance grant visit MHP's web site, www.mhp.net/40B or e-mail MHP at communityinfo@mhp.net. Also available at MHP's web site are the "Local 40B Review and Decision Guidelines" that were released in November 2005 to provide guidance to local officials as they review comprehensive permit applications. The Chapter 40B regulations and accompanying guidelines issued by DHCD, however, take legal precedence over the MHP guidelines.

If you have any questions, please do not hesitate to telephone me at (617) 854-1219 or Greg Watson, Comprehensive Permit Manager, at (617) 854-1880.

Thank you for your assistance.

Sincerely,



Michael Busby
40B Project Coordinator



April 17, 2012

DONE

5/1/12

CO-1305
f/v

→ KP

Town of Needham
Alexandra Clee / Development Review Team
500 Dedham Avenue
Needham, MA. 02492

Re: 894 Greendale Avenue

Dear Development Review Team:

We are scheduled to meet you on April 24th. As such, we have submitted some preliminary plans that we would like to introduce and discuss. Please note that we have not formally filed anything with the Town of Needham or with the State. At this juncture, we are simply looking for your input on the concept and any wisdom you might have relative to land use issues of which we should be made aware.

The proposed 10 unit program would be built under Chapter 40B, with 8 market rate units and 2 units priced for households earning up to 50% of area median income.

The following bullets (listed in no particular order) hopefully can provide a bit more background and context to this proposed program.

- The market units will all be approximately 2,100 to 2,250 SF and will feature primarily first floor master bedrooms. We believe this to be a differentiating characteristic from most new construction in Needham.
- The affordable units will be approximately 1,650SF and all will be 3BR units (unless the ZBA requests 2BR units). They will be larger and feature 1 more bathroom than the affordable units at Craftsmen Village (which we understand were well received). All market units will also be 3BRs.
- We are aspiring to create a little "village" that has an old-school New England feel to it.
- All units will be fee simple; there will be a homeowners' association to address items such as snow removal, landscaping, trash removal, etc.
- While we have not yet done a preliminary stormwater management plan, our civil engineer (DCI) indicated to us that he has no concern about meeting DEP standards based on the current lay-out and soil conditions. We understand a plan

- will need to be submitted as part of our filing with the ZBA.
- All units will feature two car garages. Each unit will be able to accommodate four cars, thus keeping vehicles off the 22 foot wide main boulevard.
- By the time we meet, we will have met with the only direct residential abutter. We will fill you in on that discussion at the meeting.
- Greendale Avenue is a well traveled street; we don't believe there will be any statistical impact from our proposed development relative to traffic volumes. Our volume will also be much less than the recently constructed Avita facility constructed next door. Moreover, project sight lines exiting the property meet all required standards.
- We have already met with the Fire Chief and his extended team and they gave preliminary indications that they would be supportive of this project.
- We have permitted over 10,000 units of housing under Chapter 40B including Charles River Landing. So we are experienced in the 40b permitting process.

Once again, we are hoping to solicit your preliminary feedback on the development concept. To the best of our ability, we will consider and reflect suggestions in the next iteration. We also hope to have a preliminary landscaping plan by the time we meet. We are also scheduled to meet with the Design Review Board in May.

Thank you for your attention to this matter. We look forward to meeting you.

Very truly yours,



Geoffrey Engler
Owner

Board of Selectmen

AGENDA FACT SHEET for 6/12/2012

Agenda Item: Alcoholic Beverages Control Commission
Review of Happy Hour Regulations

Presenter(s): Board Discussion

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

The ABCC is seeking comment and testimony concerning its on-going study as to whether the "Happy Hour Regulations" should be updated or amended in order to protect on premises alcoholic beverages licensees from unfair competition with proposed gaming establishments. The Board will discuss the project request and determine whether or not to submit comments to the ABCC during the review process.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: (YES) NO (circle one)

Suggested Motion (if applicable): That the Board authorize the Town Manager to forward a letter to the ABCC summarizing the comments of the Board.

3. BACK UP INFORMATION ATTACHED:

- a. Public Notice from the ABCC dated April 19, 2012
- b. Sample letter to the ABCC

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Administrator	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ Present on future Agenda: _____

Refer to/Inform: _____ Report back to BOS on: _____



*The Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
Boston, MA 02114*

cc: BOS
→ KF
DONE
5/1/12

Steven Grossman
Treasurer and Receiver General

Kim S. Gainsboro, Esq.
Chairman

PUBLIC NOTICE

The Alcoholic Beverages Control Commission ("Commission") will hold five (5) public hearings for the purpose of comment and testimony concerning the Commission's study on whether the "Happy Hour Regulation" (204 CMR 4.00, et seq.) should be updated or amended in order to protect on-premises alcoholic beverages licensees from unfair competition with proposed gaming establishments. These hearings are being held pursuant to Massachusetts General Laws Chapter 10, §70, §71 and §72, Chapter 138, §1 and §24, Chapter 30A, and §106 of Chapter 194 of the Acts of 2011

The hearings will be held as follows:

1. Tuesday, May 15, 2012 at Bridgewater State College, Moakley Center in the Moakley Auditorium, 100 Burrill Ave., Bridgewater, MA from 10:00 a.m. to 12:00 p.m.;
2. Tuesday, June 19, 2012 at the Chelmsford Police Station, 2 Olde North Road, Chelmsford, MA from 10:00 a.m. to 12:00 p.m.;
3. Tuesday, July 17, 2012 at Worcester City Hall, 455 Main Street, Worcester, MA from 10:00 a.m. to 12:00 p.m.;
4. Tuesday, August 21, 2012 at the McCormick Building, One Ashburton Place (21st Floor Conference Room), Boston, MA from 10:00 a.m. to 12:00 p.m.; and
5. Tuesday, September 18, 2012 at the Northampton Senior Center, 67 Conz Street, Northampton, MA from 10:30 a.m. to 12:30 p.m.

The Commission must file a report of any recommendations with the Governor, the State Treasurer and the clerks of the Senate and House of Representatives no later than June 30, 2013.

Interested parties or their attorneys are welcome to attend and testify or submit written comments. Those who wish to testify are asked to notify Executive Director, Ralph Sacramone, at 617-727-3040 x 731, in advance of the hearing.

Dated at Boston Massachusetts this 19th day of April 2012.

Kim S. Gainsboro, Chairman
Susan Corcoran, Commissioner
Kathleen McNally, Commissioner



TOWN OF NEEDHAM

TOWN HALL
1471 Highland Avenue
Needham, MA 02492-2669

Office of the
TOWN MANAGER

TEL: (781) 455-7512
FAX: (781) 449-4569
TDD: (781) 455-7558

June 13, 2012

Ms. Kim S. Gainsboro, Chairman
Alcoholic Beverages Control Commission
239 Causeway Street
Boson, MA 02114

Re: Happy Hour Regulation Review

Dear Commissioner Gainsboro:

As the licensing authority for the town of Needham, and on behalf of this community, the town's Board of Selectmen has unanimously voted to ask that your Commission recommend there be **NO CHANGE** to the Happy Hour Regulation (204 CMR 4.00 et seq).

Please accept this letter as written comment pursuant to your notice of April 19, 2012.

It is the Board's view that the Happy Hour Regulation has played an important role in preventing over-serving and has had a positive impact on public safety.

The introduction of casino gambling to Massachusetts, which may allow different service rules at a small number of closely regulated facilities, does not change either the underlying public policy or the public benefit from the current rule.

The Board sees no reason to change the current system and therefore urges the Commission not to make such a recommendation.

Please contact this office if any further information or input would be helpful. Thank you for your consideration.

Very truly yours,

Kate Fitzpatrick
Town Manager

cc: Board of Selectmen
State Representative Denise Garlick
State Senator Richard Ross
State Senator Michael Rush
State Treasurer Steven Grossman

Board of Selectmen

AGENDA FACT SHEET for 06/12/2012

Agenda Item: Committee Reports

Presenter(s): Board Discussion

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

Board members will report on the progress and / or activities of their Committee assignments.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

3. BACK UP INFORMATION ATTACHED:

None

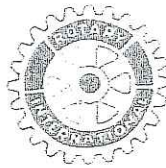
4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



ROTARY CLUB OF NATICK, INC.
P.O. BOX 16, NATICK, MASSACHUSETTS 01760

Police ☒
Fire ☒
P+R ☒
DPW ☒

March 21, 2012

Chief Philip E. Droney
Needham Police Department
99 School Street
Needham, MA 02492

RE: 9th Annual "Tour de Natick"

Dear Chief Droney:

Natick Rotary is planning for its 9th Annual "Tour de Natick" bike ride on Sunday, Father's Day, June 17, 2012. The event is to raise money for scholarships and other support to Natick Students. We are hoping for a turnout of 300+ riders.

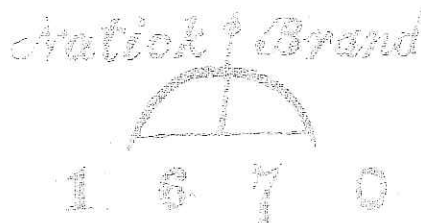
The Rotary Club of Natick has supported the students of Natick over the years by awarding scholarships to our graduating seniors and providing every third grader in the Natick School system with their own personalized dictionary.

The event will be held "rain or shine" and the start and finish lines will be at the Natick Common. There will be two routes, a 25-mile and a 6-mile course. The 25-mile ride will start at 8:00 a.m. and the 6-mile ride will start at 11:00 a.m. The 25-mile course will go through parts of Natick, Dover, Needham, and Sherborn. We expect the entire event to be finished by 2:00 p.m.

Registration fees will differ pursuant to each event as follows:

- Six mile ride: \$49 family, \$25 individual rider, teachers ride free; includes t-shirt for all riders, commemorative ribbon, and food at the finish line.
- 25-mile ride: \$50 rider, teachers ride free; includes t-shirt for all riders, commemorative ribbon, and food at the finish line.

The Tour de Natick will require that all riders wear helmets and sign appropriate waiver forms. Food and t-shirts will be available for sale for non-participants of the Ride. There will be a barbeque and entertainment at the finish line.



Chief Philip E. Droney
Needham Police Department
Page Two
March 21, 2012

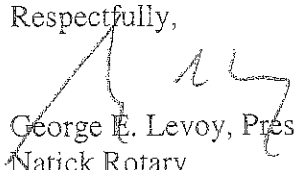
RE: 9th Annual "Tour de Natick"

For further information, please see our website at <http://www.tourdenatick.org>
Registrations will be available through mail, website and on-site the day of the event.
Cash, credit cards or checks made out to Natick Rotary will all be accepted.

Since this ride will be going through the Towns indicated above, I would
respectively request that you contact me with any concerns.

If there should be any questions, kindly do not hesitate to contact me at (508) 655-
1960. Thank you for your anticipated cooperation with this important event.

Respectfully,



George E. Levoy, President
Natick Rotary
74 West Central Street
Natick, MA 01760
Daytime Ph. (508) 655-1960
Cell Ph. (508) 320-7877



Ride Information

Route / Cue Sheet

Past Sponsors

Route / Cue Sheet

Rules of the Road

Past Sponsors

Register

All riders must wear a helmet at all times.

Sponsor Opportunities

Please ride single file. All roads are open to traffic, so be careful, especially at intersections.

I Want to Volunteer

Use hand signals at turns. Never assume that a motorist can see you. Safety first!

Sponsors

Please communicate with other riders when passing.

Map/Route Map

If you need assistance, please wait at roadside and flag down a help. Don't be shy about asking for help!



For an interactive map, click [here!](#)

6-Mile Course

- Ride starts from Natick Common.
 - Start on School Street.
 - Turn right onto Webster Street.
 - Turn left onto Cottage Street.
 - Turn right onto Everett Street.
 - Turn right onto Rockland Street.
 - Turn right onto Farwell Street.
 - Turn left onto Cottage Street.
 - Turn left onto Circular Avenue.
- Cross South Main Street (Rte 27) to Curve Street.
 - Go straight on Curve Street.
 - Turn right onto Oakland Street.
 - Turn left onto West Street.
- Turn left onto West Street at stop sign (High School is straight ahead).
- Turn right onto Windsor Avenue.
- Turn right onto Proctor Avenue at stop sign. As it turns into Lakeview Road.

This site has
email itc@r

- Turn right onto Pond Street at stop sign (St Patrick's Cemetery on right).
- Go straight on Pond Street.
- Go straight right at stop sign to Natick Common (Bakery on the Common on the right side).

25-Mile Course

- Ride starts from Natick Common.
- Turn right onto East Central Street (Rte 135) at stop sign.
- Turn left onto Washington Street at Morse Institute Library.
 - Turn left onto Shattuck Avenue, follow 0.4 miles.
 - Turn right onto Walnut Street, follow 0.1 miles.
 - Turn right onto Belvedere Street, follow 0.3 miles.
 - Turn right onto Bacon Street, follow 0.1 miles.
- Go straight on Bacon Street at traffic light, follow 0.9 miles.
- Turn right onto East Central Street (Rte 135), follow 0.1 miles.
- Turn left onto Pond Street cross Rte 135 at Natick - Wellesley town line, follow 0.1 miles.
- Turn right onto Eliot Street (Rte 16) at stop sign, follow 1.2 miles.
- Turn left onto Pleasant Street at traffic light in South Natick Square, follow 0.6 miles.
- Turn left onto Dover Road (cross over Charles River), follow 0.4 miles.
- Go straight onto Dover Road, follow right onto Charles River Road.
- Go straight at stop sign, across Central Street, stay on Charles River Road and follow 2.3 miles.
- Turn right onto South Street at stop sign. Just before closed bridge take an immediate right onto Fisher Street, follow .3 miles.
 - Take a left onto Centre Street, Follow .8 miles.
- Go straight into Dover Center, the Dover Public Library will be on your immediate right, 0.8 miles.
- Go straight at the traffic light, Dover Town Hall on right, Mobil Gas Station on left.
 - Turn left onto Pine Street, follow 3.2 miles.
 - Turn right onto Winter Street, follow 0.4 miles.
 - Turn left at the stop sign, onto North street 0.3 miles.
 - Turn right at intersection onto Harding Street at yield sign, go straight onto Harding Street (bear right, West St is on left), follow 0.1 miles.
 - Bear right at fork (stay on Harding Street), follow 0.8 miles.
 - Go straight on Harding Street as it turns into Junction Road.
 - Turn left onto Farn Street at stop sign (Dover Sherborn High School on left), follow 0.9 miles. Rest Stop.
 - Turn left onto Bridge Street, follow 0.9 miles.
 - Go straight on Bridge Street crossing over the Charles River, 0.3 miles.
 - Turn left onto Forest Street, follow 0.5 miles.
 - Turn right onto Goulding Street after white house on right, follow 0.1 miles.
 - Turn right on Lake Street, follow 0.1 miles.
 - Go straight at stop sign, cross Farm Road and continue onto Lake Street, 1.1 miles.
 - Go straight at stop sign, cross Rte 16, continue 0.9 miles.
 - Turn right onto Rte 16 at stop sign, pass flashing yellow on left and Douse Farm stand on right, follow 0.4 miles.
 - Turn right onto Everett Street, follow 0.3 miles.

- Turn left onto Rockland Street, follow 0.5 miles.
- Go straight on Rockland Street to stop sign.
- Turn left onto South Main Street (Rte 27) towards Sherborn, follow 0.5 miles.
- Turn right onto West Street (opposite Brochi Nursery), follow 0.5 miles.
- Turn left onto Windsor Avenue, after NHS Football Field, follow 0.4 miles.
- Turn right onto Proctor Avenue at stop sign. As it turns into Lakeview Road.
- Turn right onto Pond Street at stop sign (St Patrick's Cemetery on right).
- Go straight on Pond Street.
- Go straight at stop sign to Natick Common (Bakery on the Common on the right side).



Natick Rotary Club
A Rotaract Club of the International
Rotary Club of America

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1

May 22, 2012

Needham Board of Selectmen
1471 Highland Ave.
Needham, MA 02492

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN
2012 MAY 22 P 1:04

police ✓
Fire ✓
DPW ✓
P+R ✓

Dear Needham Selectmen,

I am writing because I am in the process of organizing a Motorcycle Benefit ride all proceeds to be donated to the Cystic Fibrosis Foundation in its quest for a cure. I am in close contact with Pam Spitzer, Director of the Cystic Fibrosis Foundation out of the town of Natick.

I have a 25 year old niece who has Cystic Fibrosis and has been battling this devastating disease for her entire 25 years of life. My niece "Kate" is presently on a waiting list at Brigham & Women's hospital for a double lung transplant. Most with Cystic Fibrosis do not survive to adulthood or if they do they rarely surpass 30 years old. Cystic Fibrosis is both devastating to the person who has it and to families of loved ones with it. These facts have inspired me to do all I can to raise money for the CF foundation. I am also a nurse and understand all too well CF's devastating effects.

I have spoken to Lt. Matt Forbes your safety officer who approved the portion of the planned Motorcycle Run that goes through Needham. I have spoken to all the Police Departments that the ride is planned to drive through. Lt Forbes just informed me that I needed to inform you also. I have enclosed a copy of his email to me along w/the planned Route.

The charity event "United We Stand" is planned for Sunday September 16, 2012 (Rain date of 9/23/12) to be held at the Walpole VFW 108 Robbins Rd. Walpole, MA. I have obtained a permit from the Walpole Selectmen to hold the event at the VFW Walpole.

The ride is planned to leave the Walpole VFW at Noon and return back at the VFW in Walpole around 1pm for lunch. I have enclosed the planned Route.

If you have any questions, I can be reached at work at (781)431-5606 or at home (781)769-2187. I hope to hear from you soon, Thank you for your time.

Sincerely,

Barbara Riker

Barbara Riker
107 Codman Rd
Norwood, MA 02062

- Start VFW Walpole, turn Right onto East St Rte 27
- Follow Rte 27 until Sherbourn & turn right on Rt 16 East
- Take right onto 135 East (towards Needham/Dedham)
- In Needham, take a right on Chestnut Street
- In Dover center, take left onto Dedham Street
- At light, turn left onto Walpole Street
- Keep following straight thru 4-way stop sign
- Turn Right onto County Street (Rt 109)
- Turn Left onto Rte 27
- Turn Left onto Robbins Rd
- End Back at VFW

Thank you very much for your time.

A handwritten signature in cursive script that reads "Barbara Riker".

Barbara Riker

Nikki Witham

Fire ✓
Police ✓
DPW ✓

P+R ✓

From: Sean Madsen <sean@bikesnotbombs.org>
Sent: Wednesday, May 23, 2012 1:45 PM
To: Nikki Witham
Subject: Some cyclists to to pass through Needham on Sunday June 3rd
Attachments: City of Boston Bike-A-Thon support confirmation.pdf

Hello Nikki,

This year Bikes Not Bombs is holding our 25th annual fundraising bike ride, the Bike-A-Thon, on Sunday June 3rd. Some of our cyclists will be passing through Needham, and as I understand that Needham Town Hall prefers to know about these events in advance, I'm writing to provide some information about our plans.

First of all, I want to mention up front that there are no points along our route where we plan to block, obstruct, or in any way interfere with vehicular or pedestrian traffic. This is not a race, and it is not a single mass of cyclists who stay together. Each cyclist rides at their own pace, and they will be spread out over multiple miles and integrated into the normal flow of traffic. We give out a suggested route for cyclists to follow, and each cyclist is on the road as an individual, riding safely and single file on the road as would any other recreational cyclist. Overall, we expect the impact on Sunday traffic to be negligible, and we are not requesting any assistance from town authorities for the event. We simply seek to do our due diligence of informing Needham Town Hall.

Here is a link to our 40 mile route that briefly travels through Needham: <http://ridewithgps.com/routes/1040196>

Note that we have four routes total. These routes are not all shown on this map, because our 15 and 25 mile routes do not travel through Needham at all, and our 65 mile route only travels through Needham on the return path (South St & Greendale Ave) shown on the map linked above. Thus, all of the roads through Needham that our cyclists plan to travel are reflected in the 40 mile map you will see.

The 40 mile ride (as shown on the map) will have about 60 cyclists, and will depart Jamaica Plain at 9:30 AM. We expect them to begin trickling through Needham on Great Plain Ave at around 10:00 AM. By this point the ride will be significantly spread out, and passersby likely will not even recognize these cyclists as part of an organized event. We expect all riders to be exiting Needham (through Central Ave and Charles River St) around 11:00 AM. Although the return path along South St and Greendale Ave will have some additional cyclists from the 65 mile route, these riders will be even more spread out due to the distance they will have ridden by then. By 4:00 PM all cyclists should be completely through Needham.

We will be instructing all riders to obey all traffic laws. These cyclists will also be experienced and comfortable with safely integrating themselves into the normal flow of traffic. We will not be blocking any intersections. This is our 25th year of running this event smoothly and safely without any significant issues.

Each of these heroic cyclists also raises money to support our bicycle programs, and many of them have already raised very impressive sums of money. Our youth programs in Jamaica Plain help inner-city teens learn safe bicycling skills and mechanics skills, while earning their own bike. These bikes help them get to school or work and the skills lay a foundation for professional development that will help them get jobs.

We hope this information is sufficient to meet your needs, and we welcome further questions and clarifications. Also attached is a letter of support from the City of Boston regarding this event. Thank you for your support. We know our event participants are very excited about this route!

--
Sean Madsen
Bikes Not Bombs
Bike-A-Thon Route Coordinator
617-522-0222 x111
sean@bikesnotbombs.org



CITY OF BOSTON • MASSACHUSETTS

Bikes Not Bombs
284 Amory Street
Jamaica Plain, MA 02130

OFFICE OF THE MAYOR
THOMAS M. MENINO

May 20, 2012

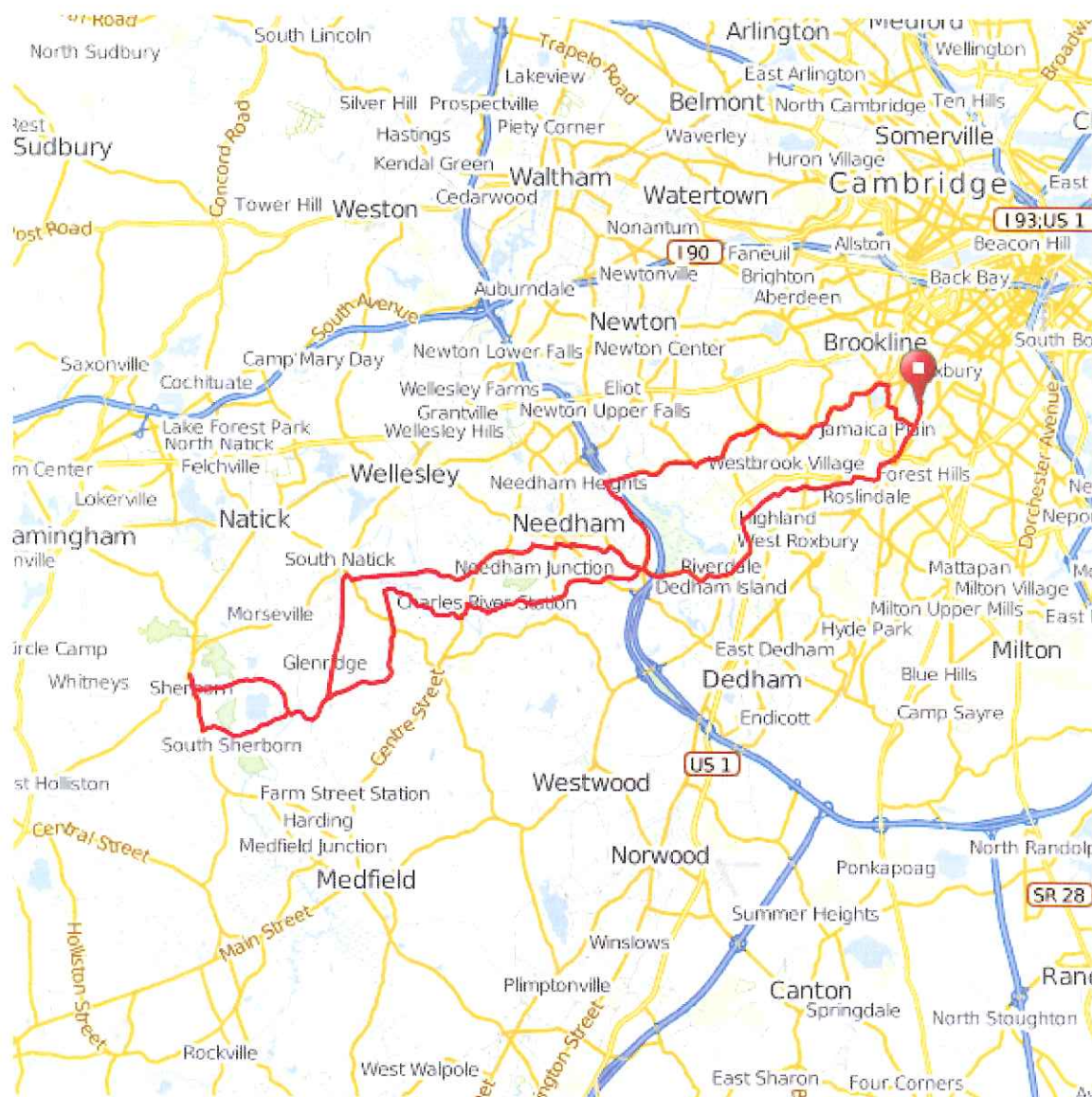
Sean Madsen,

Thank you contacting us with your plans for your 25th annual Bike-A-Thon event to take place on June 3rd, 2012. The City of Boston recognizes the Bike-A-Thon as a long standing event that has been a valuable addition to cycling culture by providing cyclists a safe, planned route to explore more of the city. Under Mayor Menino's leadership we are pleased to see more bicycling events in the City of Boston and welcome the energy and enthusiasm that your organization brings to our vision for a vibrant and healthy city.

We hope that other city agencies will also be supportive of your event. If there is anything else I can do to assist in helping your event go smoothly please let me know.

Thank you,

Kris Carter
Advisor to the Mayor
Interim Director of Boston Bikes
Boston City Hall, 5th Floor
kristopher.carter@cityofboston.gov
617.635.2275





6/12 consent

June 1, 2012

Jerry Wasserman, Chair
Needham Board of Selectmen

Dear Mr. Wasserman:

On behalf of the Needham Council on Aging Board I am requesting that at their next meeting the Board of Selectmen vote to accept a donation in the amount of \$13,996.85 from the Friends of the Needham Elderly, Inc. (FONE). This amount represents a 20% commitment that they made when the Town of Needham applied for a Mobility Assistance Capital Grant through the Massachusetts Department of Transportation. At the time of the grant John Bulian, Chairman of the Needham Board of Selectmen, signed approval for this provision of the grant.

Thank you for your consideration.

Sincerely,

Jamie Brenner Gutner
Executive Director

Enclosure

RESOLUTION OF SUPPORT AND VERIFICATION

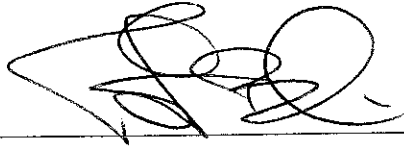
The Board of Directors, Advisory Committee, or similar governing body must approve the following resolution:

As the governing body of: the Needham Board of Selectmen we are aware of the provisions of the Mobility Assistance Program and Section 5310 of the Federal Transit Act under which funding for this application will be provided and hereby authorize the Needham Council on Aging to file an application with the Massachusetts Department of Transportation (MassDOT) on behalf of the Town of Needham for a capital grant to assist in the purchase of equipment to provide transportation services for elders and individuals with disabilities. If this application is approved, we resolve that: (1) the Town of Needham through the Friends of the Needham Elderly Inc., will provide the 20% cash match for the Council on Aging the equipment, the necessary insurance coverage as will be required under an agreement between MassDOT and the Town of Needham and all necessary operating expenses; and (2) the Town of Needham agrees to comply with all Federal and State program requirements and to carry out the project as described in this application.

Approved and adopted:

this 21 day of December, 2010

Signature: _____



Printed Name: John A. Bulian

Title: Chairman, Needham Board of Selectmen

**ONE DAY SPECIAL LICENSE
TOWN OF NEEDHAM BOARD OF SELECTMEN
EVENT INFORMATION SHEET**
(Please complete and attach event flyer or other information.)

Event Manager Name (Name that will appear on license)	Steve Volante		
Event Manager Address	799 Central Ave, Needham		
Event Manager Phone Number			
Organization Representing (if applicable)	Volante Farms		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☐ Non-profit	☒ For profit	
	☐ Proof of non-profit status is attached Form of Proof: _____		
Name of Event	Dinner in the Field		
Date of Event	7/19/12		
License is for Sale of:			
☒ Wines & Malt Beverages Only			
☐ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM:	TO:	
	6 pm	11 pm	
Are tickets being sold in advance for this event?	☒ YES	\$ 95 /per ticket	☐ NO
Is there an admission fee for this event?	☐ YES	\$ /per ticket	☐ NO
Are you using dues collected to purchase alcohol for this event?	☐ YES	☒ NO	
How many people are you expecting at this event?	75-100		
Name & address of event location. Please attach proof of permission to use this facility.			
Volante Farms. 292 Forest St. Needham, MA 02492			
Who will be serving the alcohol to your guests?			
Billy (William) Rendon.			
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).			
see attached certificate.			
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.			
see attached.			
☒ I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store) (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))			
Event Manager Signature:			Date:
[Signature]			5/29/12



Dinner in the Field

July 19, 2012

6 pm

Four Courses of Farm to Table Dining, Paired with Wine \$95

Volante Farms welcomes you to join them for a special evening, celebrating the fresh and flavorful produce that has been their trademark for four generations.

Chef Todd Heberlein will take the freshest ingredients, harvested from Volante's fields that day and prepare you a four-course meal to be enjoyed in the same fields. The menu will be served family style, and Todd will refine the specifics of it as the highlights of the season make themselves apparent.

This dinner in the field will be a casual affair, please be prepared to walk on gravel, dirt, and lightly uneven terrain. In the event of rain, or inclement weather the dinner will be held in our large greenhouse overlooking the fields.

Please consider joining us for this intimate affair, the Volante Family will be facilitating the meal and on hand to discuss their 95 year old family business, which continues to expand while working to maintain the high quality standards that have made it a local favorite.

Todd will be on hand to present his creations and Ryan will illuminate the story of the produce prior to its harvest. Urban Grape, of Chestnut Hill, will be providing and presenting paired wines for each course. Wine is included in the price of the dinner.

Seating for this, our first event of this kind, is extremely limited, so act quickly to make your reservations.

Reservations will be taken only by phone, please call the farm at 781-444-2351 and follow prompts for farm dinner. You will be asked for your name, contact information, and a credit card. Tickets for the dinner are paid at time of reservation; we accept Visa, MasterCard, Discover, and American Express. Confirmation of seats is only after contact via phone and/or email by Teri Volante Boardman. Confirmed attendees who need to cancel must do so at least 48 hours in advance of dinner, so that those on the wait list can be contacted.

Greenhouse

Chef's
prep area

Display
Table / Podium

Beverage
Pouring
area

Tables of 10

Tables of 10

"

Tables of 10

"

"

"

Field (various plantings)

