

BOARD OF SELECTMEN

May 28, 2013

Powers Hall in 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>
1.	7:00	Public Hearing – Lighttower Fiber Networks Petition for 50 Chestnut Street • Erin V. Joyce, Joyce Consulting Group • Shawn Alles, Fiber Engineer with Lighttower Fiber Networks
2.	7:00	Public Hearing – Lincoln Street Parking Improvements
3.	7:45	Town Manager • Town Manager's Report
4.	8:00	Board Discussion • I-95/Rte. 128 Improvement • Committee Reports
5.	8:10	Executive Session Exception 3

APPOINTMENTS

1.	Human Rights Committee	Nathan Rosen (term expires 6/30/14)
2.	MWRA Advisory Board	John Cosgrove (term expires 6/30/14)
3.	MWRA Advisory Board (alternate)	Vincent Roy (term expires 6/30/14)

CONSENT AGENDA *=Backup attached

1.*	Sign the Warrants for the Special State Election and Special Town Election to be held on June 25, 2013.
2.*	Approve minutes of May 6, 2013 and May 8, 2013 meetings.
3.	Accept gift of 1902 Needham Map from Moe Handel, which is valued at \$95.
4.	Accept the gift of two new, made in America, nylon United States Flags from the Norfolk Lodge A.F. & A.M.
5.	Disband with thanks the Greene's Field Play Structure Working Group.
6.*	Approve Water & Sewer Abatement #1162
7.	Accept the following donations made to Needham Youth Services this year to date, to enhance Youth Services overall programming: \$100 from Lisa Teeter; \$25 from Clair Cole; \$50 from Barbara Mason; \$30 from Meg Galligan; and \$90 from the Hillside Girl Scout Troop for Babysitting Training.



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 05/28/2013

Agenda Item	Public Hearing – Lightower Fiber Networks Petition for 50 Chestnut Street
Presenter(s)	Erin V. Joyce, Joyce Consulting Group Shawn Alles, Fiber Engineer with Lightower Fiber Networks

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Lightower Fiber Networks requests permission to install approximately eighteen feet of new four inch fiber optic conduit from an existing NSTAR Manhole on the east side of Chestnut Street to the building at 50 Chestnut Street. The conduit run shall be installed and owned by Lightower and shall serve to provide telecommunication service to the business at 50 Chestnut Street from the Lightower network. The Department of Public Works has approved this petition, based on Lightower Fiber Networks' 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
Suggested Motion: Move that the Board of Selectmen approve and sign a petition from Lightower Fiber Networks to install approximately eighteen feet of new four inch fiber optic conduit from an existing NSTAR Manhole on the east side of Chestnut Street to the building at 50 Chestnut Street. The conduit run shall be installed and owned by Lightower and shall serve to provide telecommunication service to the business at 50 Chestnut Street from the Lightower network.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a. Letter of Application b. Petition c. Petition Plan d. Notice Sent to Abutters e. List of Abutters			



Joyce Consulting Group

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2013 MAY -2 A 11:57

Phone (781) 817-6120
E-mail joyce.consulting.group@gmail.com

C: DPW
5-2-13

April 30, 2013

Board of Selectman
Town of Needham
1471 Highland Avenue
Needham, MA 02192

RE: Grant for Location of Telecommunications
Fiber Optic Installation – 50 Chestnut Street, Needham
JCG Job No. 13-007



Dear Members of the Board:

On behalf of our client, Lighttower Fiber Networks, Joyce Consulting Group (JCG) is submitting the following information for proposed work at 50 Chestnut Street, for review and approval by the Board of Selectmen. The project involves the installation of approximately 18 feet of new four (4) inch fiber optic conduit from an existing NStar Manhole (MH17624) on the east side of Chestnut Street to the building at 50 Chestnut Street. The conduit run shall be installed and owned by Lighttower and shall serve to provide telecommunication service to the business at 50 Chestnut Street from the Lighttower network.

As requested by the Board, for consideration of a grant of location for the fiber optic installation, we are providing three (3) copies of the "Proposed Fiber Optic Plan – 50 Chestnut Street" (2 Sheets, 11x17) for your review.

Should you have any questions regarding these documents, please feel free to contact me at (781) 817-6120. Questions regarding the utility installation may also be directed to Shawn Alles, Fiber Engineer with Lighttower. Shawn may be reached directly at (978) 264-6820.

Warm Regards,

JOYCE CONSULTING GROUP, INC.

Erin V. Joyce, PE
Principal

OK to
proceed
TWP, dpw Engineering
5/9/13

OK
R.P. Morison, dpw Dir.
5/9/13

PETITION OF
LIGHTOWER FIBER NETWORKS
FOR LOCATION OF CONDUIT

April 30, 2013

To the Board of Selectman of the Town of Needham, Massachusetts:

The undersigned respectfully petitions

That permission be granted to Lightower Fiber Networks, LLC of 80 Central St, Boxborough, MA 01719, for lead company status to install approximately 18 feet of underground conduit, with necessary wires/cables therein, on the east side of Chestnut Street in downtown Needham from an existing NSTAR manhole in Chestnut Street to the building at 50 Chestnut Street. The proposed conduit installation is indicated on a plan entitled: "Proposed Fiber Optic Plan - 50 Chestnut Street, Needham MA", prepared by Joyce Consulting Group, Inc. and dated April 23, 2013. Said plan has been placed on file at the office of the Board of Selectman. The purpose of the proposed installation is to provide utility service to the business at 50 Chestnut Street.

LIGHTOWER FIBER NETWORKS, LLC

Petitioner: Shawn Alles, Fiber Engineer

Signature:  5-1-13

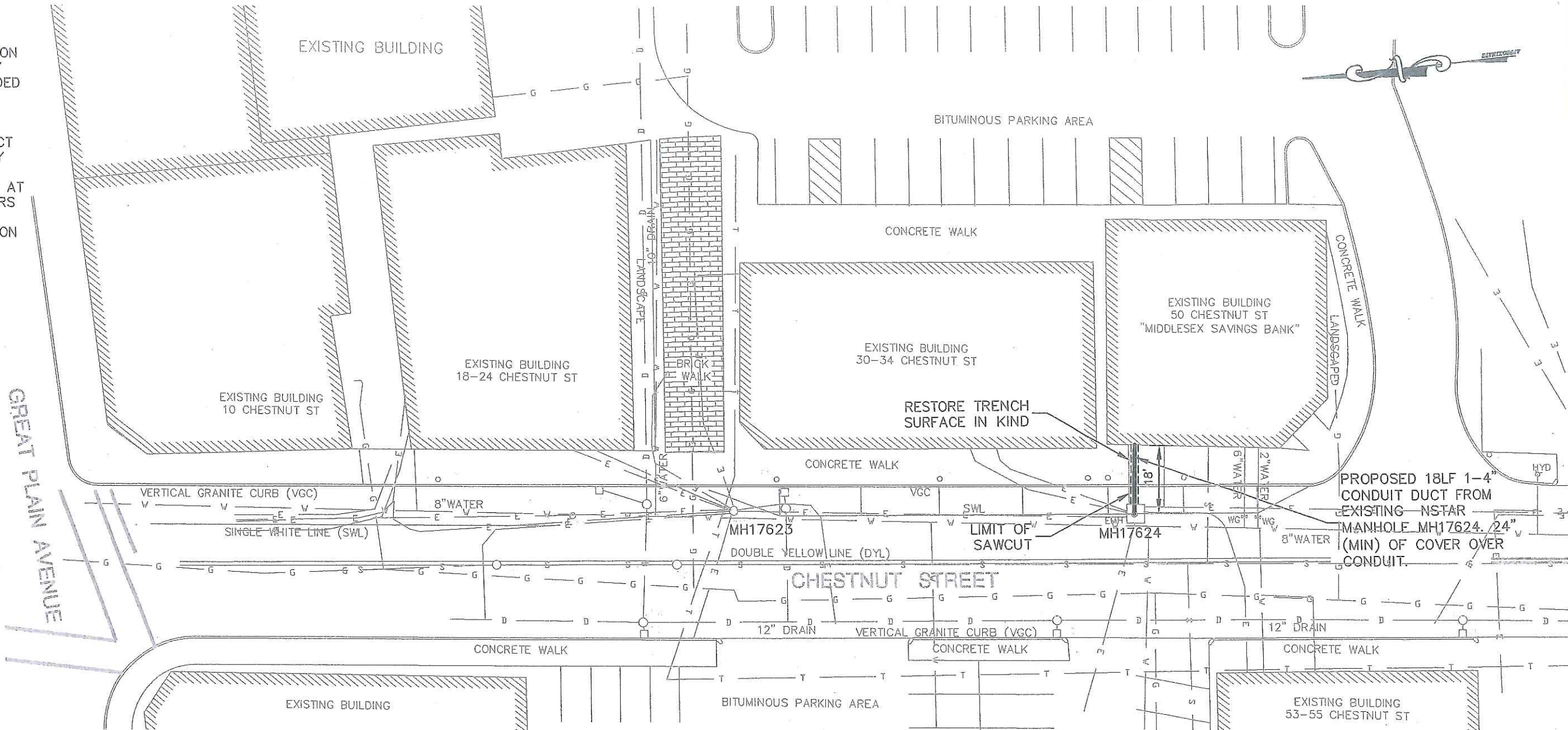
Address: 80 Central Street
Boxborough, MA 01719

Phone Number: (978) 264-6820

GENERAL NOTES

1. SITE FEATURES AND UTILITIES SHOWN ON THIS PLAN ARE BASED ON A COMPILATION OF AERIAL IMAGERY AND RECORD UTILITY PLANS PROVIDED BY COMPANIES WITH EQUIPMENT IN THE AREA.
2. THE CONTRACTOR SHALL PROTECT AND MAINTAIN ALL EXISTING UTILITY SERVICES THROUGHOUT CONSTRUCTION. CONTACT DIG SAFE AT 1-888-DIGSAFE AT LEAST 72 HOURS PRIOR TO CONSTRUCTION. CONTRACTOR SHALL VERIFY LOCATION OF EXISTING UTILITIES PRIOR TO CONSTRUCTION.
3. SURFACE FEATURES SHALL BE RESTORED IN KIND. CONTRACTOR SHALL TAKE CARE TO REMOVE/REPLACE CURB AS NECESSARY.

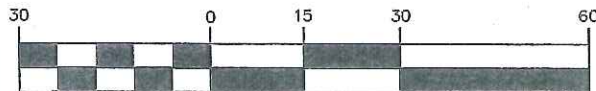
GREAT PLAIN AVENUE



FIBER OPTIC SITE PLAN

SCALE: 1"=30'

GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.



JOYCE CONSULTING GROUP, INC.
24 MERRITT AVENUE
BRAINTREE, MA 02184

781-817-6120
ejoyce@joycecg.com

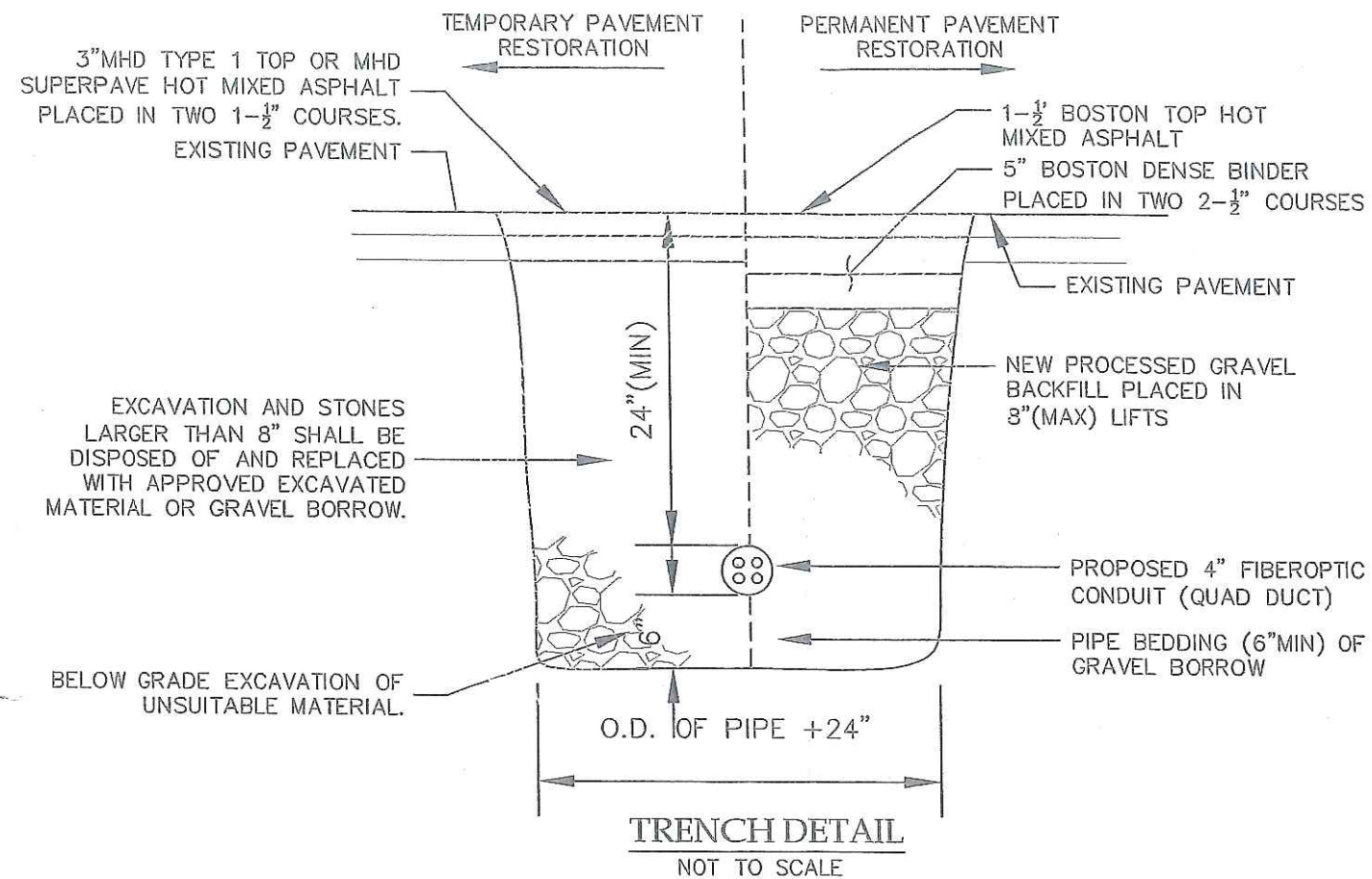
"Copyright 2013" Joyce Consulting Group, Inc. All rights reserved
unauthorized duplication is a violation of all applicable laws.

LEGEND

UNDERGROUND FIBER OPTIC			
— W —	EX. WATER	W	WATER VALVE
— S —	EX. SEWER	⊗	HYDRANT
— D —	EX. DRAIN	SMH	SEWER MANHOLE
— E —	EX. ELECT	TMH	TELEPHONE MANHOLE
— T —	EX. TEL	CB	EX. CATCH BASIN
— G —	EX. GAS	HH	EX. HANDHOLE
LP	LIGHT POLE	UP	UTILITY POLE
DMH	DRAIN MANHOLE	CV	GAS VALVE
EMH	ELECTRIC MANHOLE	—	—
VGC	VERTICAL GRANITE CURB	—	—
FGC	FLUSH GRANITE CURB	—	—
CRTW	CONCRETE RETAINING WALL	—	—

SCALE	1"=30'	JOB NO.	JCG 13-007
DATE	4-23-13	TAX MAP NO.	N/A
REVISIONS			
NO.	REVISION	BY	

PLAN TITLE:	PROPOSED FIBER OPTIC PLAN
PREPARED FOR:	50 CHESTNUT STREET NEEDHAM, MA LIGHTOWER 80 CENTRAL STREET BOXBOROUGH, MA 01719



JOYCE CONSULTING GROUP, INC.
24 MERRITT AVENUE
BRAINTREE, MA 02184
781-817-6120
ejoyce@joycecg.com

"Copyright 2013" Joyce Consulting Group, Inc. All rights reserved
unauthorized duplication is a violation of all applicable laws.

LEGEND

UNDERGROUND FIBER OPTIC			
— W —	EX. WATER	W	WATER VALVE
— S —	EX. SEWER	⊗	HYDRANT
— D —	EX. DRAIN	SMH	SEWER MANHOLE
— E —	EX. ELECT	TMH	TELEPHONE MANHOLE
— T —	EX. TEL	CB	EX. CATCH BASIN
— G —	EX. GAS	HH	EX. HANDHOLE
LP	LIGHT POLE	UP	UTILITY POLE
DMH	DRAIN MANHOLE	GV	GAS VALVE
EMH	ELECTRIC MANHOLE		
VGC	VERTICAL GRANITE CURB		
FGC	FLUSH GRANITE CURB		
CRTW	CONCRETE RETAINING WALL		

SCALE	AS NOTED	JOB NO.	JCG 13-007
DATE	4-23-13	TAX MAP NO.	N/A
REVISIONS			
NO.	REVISION	BY	

PLAN TITLE: **PROPOSED FIBER OPTIC PLAN
UTILITY DETAILS**

PREPARED FOR:
**50 CHESTNUT STREET
NEEDHAM, MA
LIGHTOWER
80 CENTRAL STREET
BOXBOROUGH, MA 01719**



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 May 28, 2013** upon petition of Lightower Fiber Networks dated **April 30, 2013** to install approximately eighteen feet of underground conduit, with necessary wires/cables therein, on the east side of Chestnut Street in downtown Needham from an existing NSTAR manhole in Chestnut Street to the building at 50 Chestnut Street. The purpose of the proposed installation is to provide utility service to the business at 50 Chestnut Street.

If you have any questions regarding this petition, please contact Lightower Fiber Networks contact Shawn Alles, Fiber Engineer at (978) 264-6820 or Joyce Consulting Group Inc. contact, Erin V. Joyce at (781) 817-6120.

Daniel P. Matthews
John A. Bulian
Maurice P. Handel
Matthew D. Borrelli

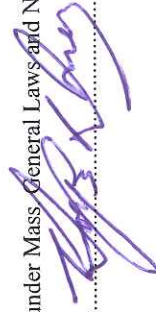
BOARD OF SELECTMEN

Dated: May 13, 2013

50 CHESTNUT ST

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>Mailing Address</u>		
					<u>OWNER</u>	<u>CITY</u>	<u>State</u>
199/047.0-0057-0000.0	66	CHESTNUT ST	GRACE L. LANE FAMILY LIMITED PARTNERS	PO BOX 920141	NEEDHAM	MA	02492
199/047.0-0058-0000.0	0	CHESTNUT ST	TOWN OF NEEDHAM PARKING LOT	1471 HIGHLAND AVE	NEEDHAM	MA	02492
199/047.0-0059-0000.0	30	CHESTNUT ST	GREYMONTE, ALFRED & WILMA L. TRS GREYMONTE, ALFRED W. TR	PO BOX 149	TUFTONBORO	NH	03816
199/047.0-0065-0000.0	18	CHESTNUT ST	FIRST OF MANY, LLC	P.O. BOX 281	NATICK	MA	01760
199/047.0-0067-0000.0	1004	GREAT PLAIN AVE	KATZ, JEFFREY A. & GARY M., TRUSTEES AJ REALTY TRUST	1004 GREAT PLAIN AVE	NEEDHAM	MA	02492
199/047.0-0068-0000.0	1016	GREAT PLAIN AVE	SULLIVAN, JAMES M, TRUSTEE. 1016 GREAT PLAIN AVE TRUST	PO BOX 850918	BRAINTREE	MA	02185-0918
199/047.0-0069-0000.0	37	CHESTNUT ST	SALAMONE, DOUGLAS G. & DUNN, SELENE, T I SALAMONE, DONALD A & DUNN SELENE	11 SHEPARD LN	MEDFIELD	MA	02052
199/047.0-0072-0000.0	53	CHESTNUT ST	BRETT, LLC	15 AUDUBON DR	WALPOLE	MA	02081
199/047.0-0074-0003.0	73	CHESTNUT ST	SOKOLOWSKI, MICHAEL, TRUSTEE LEVLEE REALTY TRUST	PO BOX 920595	NEEDHAM	MA	02492

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





**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/28/2013

Agenda Item	Lincoln Street Parking Lot Improvements – Public Hearing
Presenter(s)	Kate Fitzpatrick, Town Manager Rick Merson, Director of Public Works Anthony Del Gaizo, Town Engineer

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Town Manager, Director of Public Works, and Town Engineer will outline the proposed design for the Lincoln Street/School Street parking lot for municipal parking and for Police and Fire expansion.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
The Board will consider action on the proposal at a subsequent meeting.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Notice of Public Hearing b. Lincoln Street Parking Lot Improvements, Weston & Sampson, 5.22.13			



OFFICE OF THE TOWN MANAGER

Needham Town Hall
1471 Highland Avenue
Needham, MA 02492

Tel: (781) 455-7500
Fax: (781) 449-4569
www.needhamma.gov

May 15, 2013

Needham, MA 02492

Re: Important Notice about Downtown Parking & Buddy Parking

Public Hearing on Lincoln Street Parking Lot Improvements

The Town has acquired several properties on Lincoln Street and School Street that will contribute to the availability of surface parking in the downtown area and allow for expanded parking at the Police and Fire Station. The Town intends to expand the existing Lincoln Street parking lot, and current plans include the elimination of "buddy parking" in favor of standard parking. The Town also intends to create a new parking lot at the corner of School Street and Lincoln Street. The Board of Selectmen will hold a public hearing regarding this proposed design plans on Tuesday, May 28, 2013, at 7:00 pm at the Needham Town Hall in Powers Hall, 1471 Highland Avenue, Needham.

The Board of Selectmen invites all residents and interested parties to provide input at this meeting related to the proposed parking plan. Public comments may also be directed to the Board of Selectmen, c/o Needham Town Hall, 1471 Highland Avenue, Needham, MA or selectmen@needhamma.gov.



Existing Conditions



DRAFT
5-22-2013

NEEDHAM
POLICE & FIRE

SCHOOL STREET

LINCOLN STREET

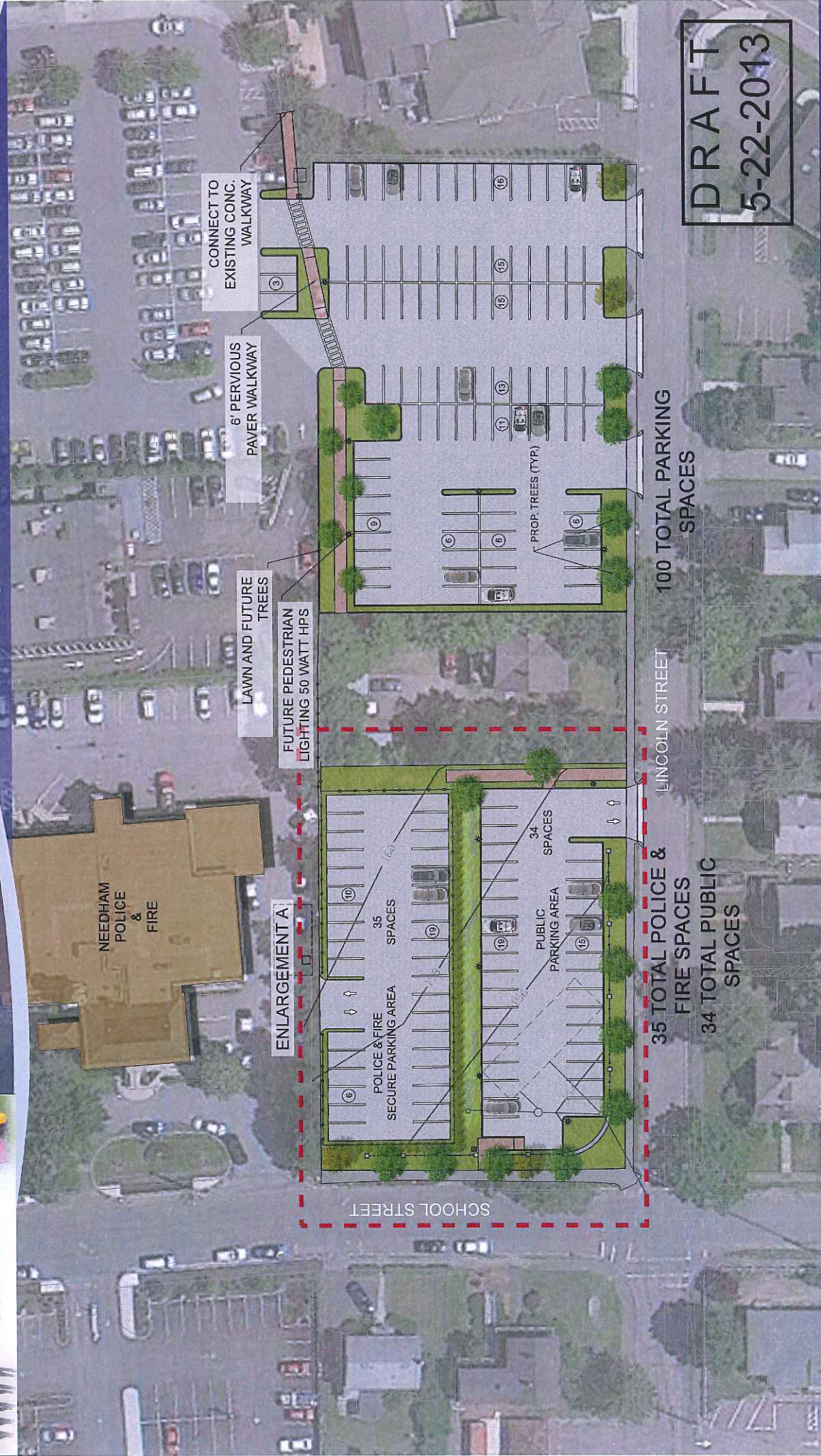


Weston & Sampson
When it's essential, use Weston & Sampson.

Lincoln Street Parking Lot Improvements



Proposed Parking Lot Design



Lincoln Street Parking Lot Improvements

Weston & Sampson
When it's essential, let Weston & Sampson.



DRAFT
5-22-2013

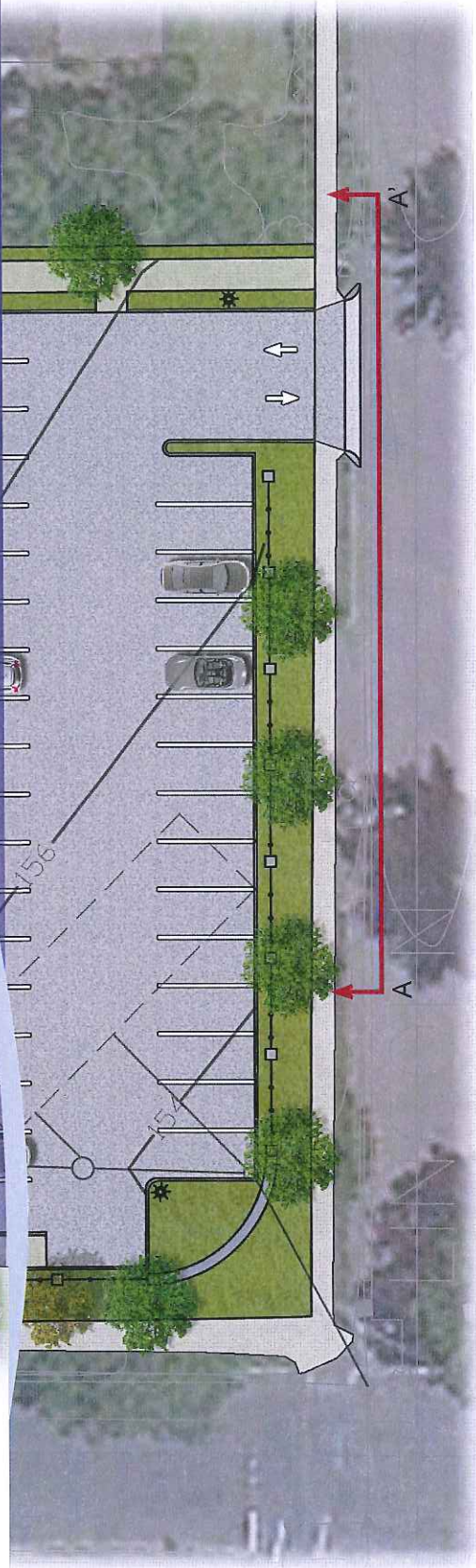
[illegible]

Weston & Sampson
When it's essential, it's Weston & Sampson.





Section A - A'



DRAFT
5-22-2013

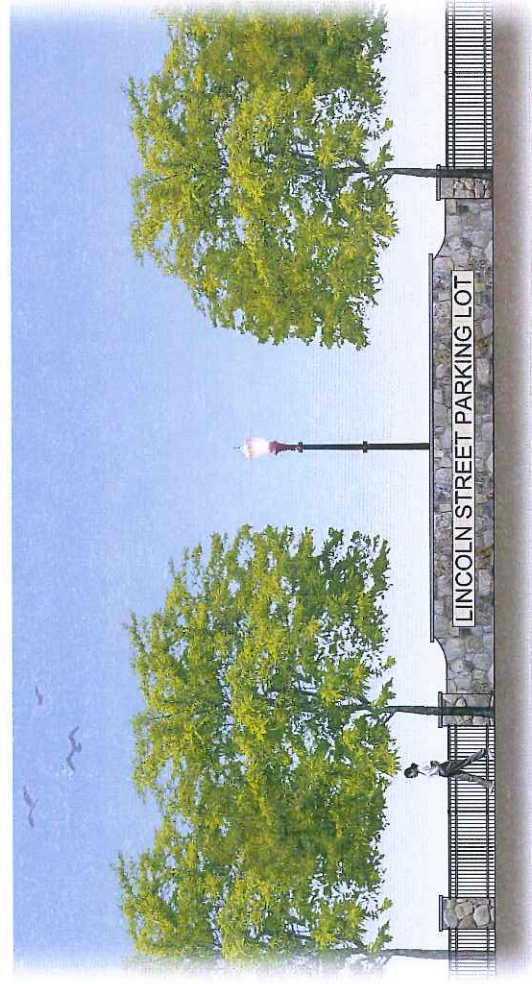
SECTION A - A'

Lincoln Street Parking Lot Improvements

Weston & Sampson
When it's essential, we're there.



Sections & Precedents



SECTION B - B'



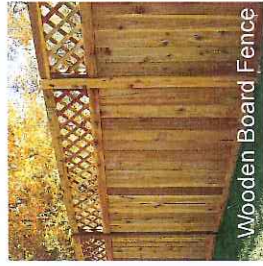
Fieldstone Wall



Pedestrian-Scale Lighting



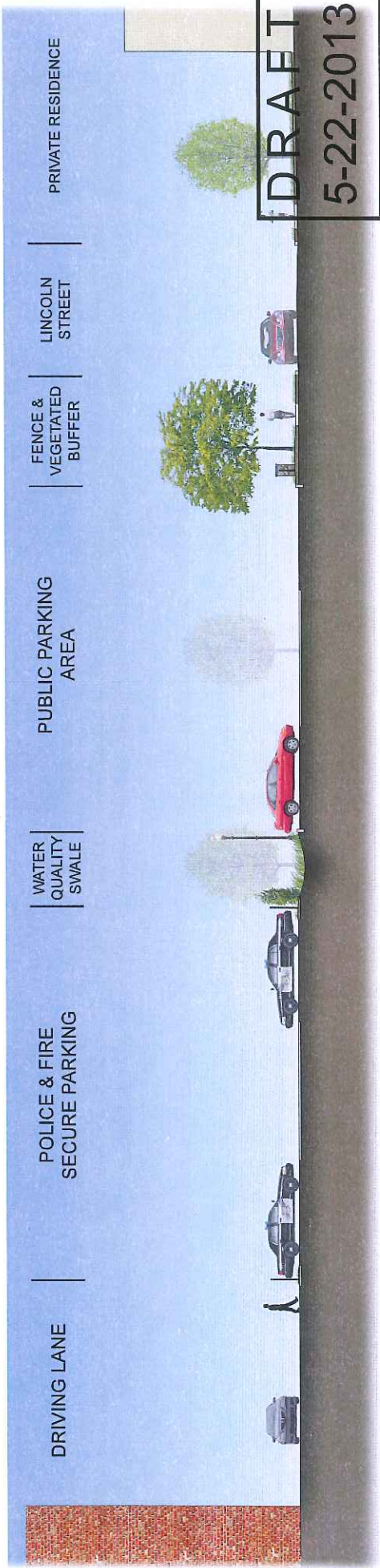
Steel Railing Fence



Wooden Board Fence



Water Quality Swale



SECTION C - C'

DRIVING LANE

POLICE & FIRE
SECURE PARKING

WATER
QUALITY
SWALE

PUBLIC PARKING
AREA

FENCE &
VEGETATED
BUFFER

LINCOLN
STREET

PRIVATE RESIDENCE

DRAFT
5-22-2013

Lincoln Street Parking Lot Improvements

Weston & Sampson
When it's essential, use Weston & Sampson.



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/28/2013

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
At this time, the Town Manager will update the Board on issues not covered on agenda, as needed.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			
none			



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/28/2013

Agenda Item	I95/Rte 128 Improvements
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Board will discuss Interstate 95/Route 128 improvements and the Commonwealth's Tiger Grant application to fund the slip-ramps and bridge and roadway widening at the Dedham Street overpass at Interstate 95.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
Suggested Motion: That the Board vote to support and sign the letter of support of the I95/Route 128 improvements in the Commonwealth's Tiger Grant.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
Letter to MassDot will be sent under separate cover.			



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 05/28/2013

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<i>Board members will report on the progress and / or activities of their Committee assignments.</i>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			
None			

**WARRANT FOR THE
SPECIAL TOWN ELECTION**
The Town of Needham
Commonwealth of Massachusetts
TUESDAY, JUNE 25, 2013

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in the Special Town Election to vote at their respective voting places in said Town, namely:

PRECINCT A – Hillside School - Gymnasium
PRECINCT B – Hillside School - Gymnasium
PRECINCT C – Newman School – Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Pollard Middle School – Inner Space

PRECINCT F – Stephen Palmer Community Room
PRECINCT G – Broadmeadow School - Performance Ctr.
PRECINCT H – Broadmeadow School - Performance Ctr.
PRECINCT I – Wm. Mitchell School – Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

ON TUESDAY, THE TWENTY-FIFTH DAY OF JUNE, 2013

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the Special Town Election for the candidate for the following office:

SELECTMAN TO FILL VACANCY UNTIL APRIL 8, 2014

**The Polls Will Be Open From
7:00 A.M. to 8:00 P.M.**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.
Given under our hands this 28th day of May, A.D. 2013.

DANIEL P. MATTHEW, Vice Chairman

JOHN A BULIAN, Clerk

MAURICE P. HANDEL

MATTHEW D. BORRELLI

Selectmen of Needham

A true copy,

ATTEST _____ 2013

Constable

(month) (day)

Warrant must be posted by **June 17, 2013**, (at least *seven days prior* to the **June 25, 2013**, Special Town Election)

**WARRANT FOR THE
SPECIAL STATE ELECTION
The Commonwealth of Massachusetts**

TUESDAY, JUNE 25, 2013

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in the Special State Election to vote at their respective voting places in said Town, namely:

PRECINCT A – Hillside School - Gymnasium
PRECINCT B – Hillside School - Gymnasium
PRECINCT C – Newman School – Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Pollard Middle School – Inner Space

PRECINCT F – Stephen Palmer Community Room
PRECINCT G – Broadmeadow School - Gymnasium
PRECINCT H – Broadmeadow School - Gymnasium
PRECINCT I – Wm. Mitchell School – Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

ON TUESDAY, THE TWENTY-FIFTH DAY OF JUNE, 2013

From 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Election for the candidates for the following office:

SENATOR IN CONGRESS FOR THE COMMONWEALTH

**The Polls Will Be Open From
7:00 A.M. to 8:00 P.M.**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.
Given under our hands this 28th day of May, A.D. 2013.

**DANIEL P. MATTHEW, Vice Chairman
JOHN A BULIAN, Clerk
MAURICE P. HANDEL
MATTHEW D. BORRELLI**
Selectmen of Needham

A true copy,
ATTEST _____ 2013
Constable (month) (day)

Warrant must be posted by **June 17, 2013**, (at least *seven days prior* to the **June 25, 2013** Special State Election)

BOARD OF SELECTMEN

* MINUTES *

May 6, 2013

6:40 p.m. A special meeting of the Board of Selectmen was convened by Vice Chairman John Bulian at the Needham Town Hall. Present were Mr. Maurice Handel, Mr. Matthew Borrelli, and Town Manager Kate Fitzpatrick. Chairman Daniel Matthews arrived at the meeting at 6:50.

ATM Article 28 – Authorize Rail Trail

Motion: Mr. Handel moved that the Board withdraw Article 28 from the Annual Town Meeting warrant. Mr. Borrelli seconded the motion. Unanimous: 3-0.

STM Article 8 – General Fund Cash Capital

Motion: Mr. Handel moved that the Board withdraw Article 8 from the Special Town Meeting warrant. Mr. Borrelli seconded the motion. Unanimous: 3-0.

TIF Plan Proposal Assumptions

Board members discussed the amended chart and deferred action until the May 8, 2013 meeting.

Motion: Mr. Handel moved that the Board adjourn its meeting contemporaneously with the adjournment of Town Meeting. Mr. Borrelli seconded the motion. Unanimous: 4-0.

Note: The Annual Town Meeting adjourned for the evening at 11:12 p.m.

BOARD OF SELECTMEN

* MINUTES *

May 8, 2013

6:40 p.m. A special meeting of the Board of Selectmen was convened by Chairman Daniel Matthews at the Needham Town Hall. Present were Mr. John Bulian, Mr. Maurice Handel, Mr. Matthew Borrelli, and Town Manager Kate Fitzpatrick.

STM Article 3 – FY2013 Operating Budget

Motion: Mr. Bulian moved that the Board recommend adoption of Article 3 as amended. Mr. Handel seconded the motion. Unanimous: 4-0.

TIF Plan Proposal Assumptions

Motion: Mr. Handel moved that the Board of Selectmen vote to approve the table titled “13 Year Town of Needham Tax Increment Financing (TIF) Proposal Assumptions,” dated 5/7/13 and to substitute said table into Exhibit C of the Amended TIF Plan approved on April 23, 2013. The motion was seconded by Mr. Bulian. Unanimous: 4-0

Motion: Mr. Handel moved that the Board adjourn its meeting contemporaneously with the adjournment of Town Meeting. Mr. Borrelli seconded the motion. Unanimous: 4-0.

Note: The Annual Town Meeting adjourned for the evening at 11:01.

Town of Needham
Water Sewer Billing System
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

TO: TOWN TREASURER AND COLLECTOR
cc: TOWN ACCOUNTANT, WATER AND SEWER SUPERINTENDENT

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

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

Water Sales:	-\$105.75
Water Irrigation:	\$0.00
Water Admin Fees	\$0.00
Sewer Sales:	-\$1,248.50
Transfer Station Charges:	\$0.00
Total Abatement:	-\$1,354.25

Order #: 1162

Read and Approved: 5/24/2013
Assistant Director of Public Works

5/21/2013
Director of Public Works

For the Board of Selectmen

Date: 5/28/2013

**Town of Needham
Water Sewer Billing System
Adjustment Form**

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
DB	Gotkhardt	Alexander	26617	11556	121	Hillside Avenue	\$0.00	\$0.00	-\$201.60	-\$201.60	ACC	N
DB	31 Fremont LLC		33647	9874	31	Fremont Street	\$0.00	\$0.00	-\$797.45	-\$797.45	ACC	N
JO	Council on Aging (1)						\$0.00	-\$105.75	-\$249.45	-\$355.20	COA	N

Total: -\$1,354.25

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

Legend:

O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.

TWN = Town Project caused damage to private property

EC = Extenuating Circumstances

Equip = Equipment Malfunction

UEW = Unexplained water loss

ACC = Accidental Water Loss

BP = Billing Period beyond 100 days

COA - Council on Aging