

**Town of Needham
Board of Selectmen
Minutes for October 14, 2014
Selectmen's Chamber
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens:
Thomas Crimlisk, 4 Memorial Circle spoke with the Board about overhanging tree branches and brush on his street. He also commented on litter at the High School and suggested the area be cleaned up.

7:00 p.m. Call to Order:
A meeting of the Board of Selectmen was convened by Chairman John A. Bulian. Those present were Maurice P. Handel, Matthew D. Borrelli, Daniel P. Matthews, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt. Marianne B. Cooley arrived at 7:35 p.m.

7:00 p.m. Change of Manager - Blue on Highland:
Scott Drago, Proposed Manager appeared before the Board in response to a request for a change in manager to the liquor license at Blue on Highland restaurant located at 882 Highland Avenue, Needham.

Mr. Matthews reminded Mr. Drago about the alcohol laws in Needham. He commented the rules must be followed and that the Town will be strict about enforcement.

Motion by Mr. Handel that the Board of Selectmen approve and sign an application for a Change in Manager to Scott Drago for Blue on Highland LLC, 882 Highland Avenue, Needham and to forward this application to the ABCC for approval.

Second: Mr. Borrelli. Unanimously approved 4-0.

7:05 p.m. Change of Manager - Not Your Average Joe's Restaurant:
Guy Hinkson, Proposed Manager appeared before the Board to discuss a request for a change in manager to the liquor license at Not Your Average Joe's restaurant located at 109 Chapel Street, Needham.

Mr. Matthews reminded Mr. Hinkson about the alcohol laws in Needham, saying public safety is most important and that the rules must be followed.

Motion by Mr. Handel that the Board of Selectmen approve and sign an application for a Change in Manager to Guy Hinkson for Not Your Average Joes's Restaurant, 109 Chapel Street, Needham and to forward this application to the ABCC for approval.

Second: Mr. Borrelli. Unanimously approved 4-0.

7:06 p.m. Public Hearing - Health and Human Service Department Consolidation:
Ms. Fitzpatrick, Town Manager noted the proposal to consolidate the Health Department with the Human Services Department. She said in accordance with Section 20B (2) of the Town Charter, the Board must hold a public hearing prior to approval of a consolidation.

Ms. Fitzpatrick said there are five key reasons for consolidating departments, noting overlapping missions of each department, formalized communication efforts, minimize duplication of effort/maximize resources, flexibility in transferring funds, and expansion of opportunities for department managers to help other department managers meet challenges.

Mr. Bulian opened the public hearing.

James Hugh Powers, 141 Chestnut Street, favors reorganization but cautioned about maintaining the role of elected boards. He suggested Town Counsel review the language detailing the autonomy of affected boards and the Town Manager, to avoid unnecessary problems in the future.

Colleen Schaller, 24 Avon Circle, Co-chair Council on Aging, noted the COA voted unanimously in support of consolidating departments. She said the COA would also like to be notified prior to any potential staffing changes, particularly additional personnel between the directors of each department and the Town Manager.

Phyllis Campbell, 865 Central Avenue, asked what other Town departments have undergone consolidation.

Mr. Bulian closed the public hearing and asked for Board comment.

Mr. Borrelli favors of consolidating the departments.

Motion by Mr. Handel that the Board vote to approve the creation of a Health and Human Services Department as presented by the Town Manager in a proposal dated October 10, 2014.

Second: Mr. Borrelli. Unanimously approved 4-0.

7:23 p.m. Discussion of Zoning Articles on the STM Warrant:
Lee Newman, Director of Planning & Community Development and Marty Jacobs, Planning Board Chairman, appeared before the Board to discuss the three zoning articles contained on the warrant for the October 27, 2014 Special Town Meeting and answer any questions the Board may have.

Ms. Newman gave a brief synopsis of each article:

Article 7 - Amend Zoning By-law - Outdoor Seating

Ms. Newman said Article 7 amends the zoning by-law to allow for outdoor seating for restaurants with waiter and waitress service. She said the article will extend use to the Industrial, Industrial 1, Mixed use 128-Highland Commercial, and the New England Business Center district.

Article 8 - Amend Zoning By-law - Personal Fitness

Ms. Newman said Article 8 allows for Personal Fitness use in Industrial 1 district, adjacent to Gould Street, by right if parking is provided or by special permit if parking waivers are required.

Article 9 - Amend Zoning By-law - Flood Plain District

Ms. Newman said Article 9 allows for swimming pools to be located in the Flood Plain District by special permit from the ZBA, providing there is compensatory storage provided to accommodate the use.

The Board thanked Ms. Newman for the presentation.

7:28 p.m. Discussion of High School Renovation Article on STM Warrant:
Dan Gutekanst, Superintendent of Schools, appeared before the Board to discuss the high school renovation article contained on the warrant for the October 27, 2014 Special Town Meeting and to answer any questions the Board may have.

Dr. Gutekanst said Needham High School needs additional space to meet enrollment programming. He noted the facility was designed for 1,400 students, but projected enrollment for the foreseeable future exceeds 1,700 students. He asked the Board of Selectmen for its support of Article 10 to appropriate \$200,000 for engineering, design, and construction to reconfigure two large classroom spaces into four smaller classrooms, and additional computers. He commented the plan is for work to be completed by September 2015.

Mr. Borrelli suggested all technology be implemented so the Town does not have to revisit the issue.

Dr. Gutekanst also said that the School Committee is considering a capital plan and potential request for expanding the cafeteria and construction of additional classrooms in a portion of the “inner core” at the high school.

Mr. Matthews asked about the phases of the project.

The Board thanked Dr. Gutekanst for the presentation.

7:38 p.m. Non-Essential Outdoor Water Use Restrictions Update:
Richard Merson, DPW Director and Vincent Roy, Water & Sewer Superintendent, appeared before the Board with an update on the results of the Water Conservation Program for the 2014 summer period.

Mr. Merson said the Water Conservation Program has been successful in its first year to limit the amount of water use, compared to prior years. He noted this occurred while experiencing the driest summer period in the last ten years.

Ms. Fitzpatrick pointed out that the outdoor water use restrictions were started in the middle of the season. She said last year the Water and Sewer Department issued 690 first violations and eighty-two fines. She noted the 2014 season saw 149 violations and only two fines.

Mr. Merson commented on the rain barrel and soil moisture sensor program.

The Board thanked Mr. Merson for the update.

7:45 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 3 items to discuss:

1. Positions on Warrant Articles

The Board took positions on the October 27, 2014 Special Town Meeting Warrant Articles:

Motion by Mr. Matthews that the Board vote to support Article 1 - Approve ITWA Collective Bargaining Agreement in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 2 - Appropriate for Matching Grant in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 3 - Amend the FY2015 Operating Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 4 - Amend the FY2015 RTS Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Matthews that the Board vote to support Article 5 - Amend the FY2015 Sewer Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Borrelli that the Board vote to support Article 6 - Amend the FY2015 Water Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Handel that the Board vote to support Article 7 - Amend Zoning By-law - Outdoor Seating in the Special Town Meeting Warrant. Second: Mr. Borrelli. Unanimously approved 5-0.

Motion by Mr. Handel that the Board vote to support Article 8 - Amend Zoning By-law - Personal Fitness in the Special Town Meeting Warrant. Second: Mr. Borrelli. Unanimously approved 5-0.

Motion by Mr. Borrelli that the Board vote to support Article 9 - Amend Zoning By-law - Flood Plain District in the Special Town Meeting Warrant. Second: Ms. Cooley. Unanimously approved 5-0.

Motion by Mr. Matthews that the Board vote to support Article 10 - Appropriate for High School Renovation in the Special Town Meeting Warrant. Second: Mr. Borrelli. Unanimously approved 5-0.

7:50 p.m. Appointments and Consent Agenda:
Motion by Mr. Handel that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS

There are no appointments this meeting.

CONSENT AGENDA

- 1. Accept gift of \$5,000 from SolarCity for professional service expenses related to the Needham Solar Project as they relate to the Revised and Restated Energy Services Management Contract.**
- 2. Accept the following donation to the Off Leash Dog Area : \$100 from Howard Cohen.**
- 3. Accept the following donations to the New Years Needham Committee: \$1,000 from Briarwood Operator; \$100 from Chestnut Street Animal Hospital; \$1,000 from the Needham Women's Club; \$500 from the Sheraton.**
- 4. Ratify a request for a Special One Day All Alcoholic Beverages license from Stephen Pitocchelli of the Village Club to host a wedding that was held on October 4, 2014. The event was from 6:00 p.m. to 12:00 a.m. and was held at The Village Club, 83 Morton Street, Needham.**
- 5. Approve a Special One Day All Alcoholic Beverages license from Stephen Pitocchelli of the Village Club to host an event for Parent Talk on November 21, 2014 from 6:00 p.m. to 12:00 a.m. The event will be held at the Village Club, 83 Morton Street, Needham.**
- 6. Approve a Special One Day All Alcoholic Beverages license from Stephen Pitocchelli of the Village Club to host the class of 1984's reunion on November 29, 2014 from 6:00 p.m. to 12:00 a.m. The event will be held at the Village Club, 83 Morton Street, Needham.**

7. Accept a \$750 donation made to the Needham Health Department's Gift of Warmth fund from the First Baptist Church in Needham.
8. Sign the Warrants for the State Election to be held on November 4, 2014.
9. Approve a Special One Day Wines and Malt Beverages license from Christine Burke of Baker's Best to hold a donor reception event on behalf of the Needham Community Council on Thursday, December 11, 2014 from 6:00 p.m. to 7:30 p.m. The event will be held at Copley Motorcars, 37 Chestnut Street, Needham.
10. Approve minutes of September 23, 2014 Open and Executive Session meetings.
11. Approve and authorize the Town Manager to sign and submit a Community Innovative Challenge Grant entitled "Increasing Efficiency in Municipal Field Operations" to the Commonwealth of Massachusetts on behalf of the Board.
12. Water & Sewer Abatement, Order #1186
13. Accept a \$1,500 donation from the Congregational Church of Needham made to Needham Youth Services VIP program.
14. Accept the following donations made to the Needham Public Library during the period July 1, 2014 to October 8, 2014: The Needham Lions Club donated \$500 for the purchase of large print books; Abigail Bilbrey gave the library a copy of Robert Kennedy: Brother Protector by James W. Hilty (\$31.95); Mae Siu-Wai Stroshane donated a copy of her book, Measured by the Soul: The life of Joseph Carey Merrick (also Known as, 'The Elephant Man') (\$12.99); Arnold Bearak gave the library the seven-volume "complete seasons" set of DVDs for Boy Meets World. (\$56.99) and the six-volume set of DVDs for Planet of the Apes (\$50.00); Peter Down of Needham Market, England, sent the library a copy of Needham Market Remembers, a book that provides a biography of each of the forty-nine Needham Market men who were World War I casualties. The book will be placed in the library's Archives. (priceless); George Noyes gave the library a copy of Passion for Reality: The Extraordinary Life of the Investing Pioneer Paul Cabot by Michael R. Yogg (\$29.95); Gail Hedges donated thirty-eight books to the Children's Room (\$700); Robert Franco donated a \$65 commission from the sale of one of his paintings that was displayed in the library; Hazel Standeven sent a \$20.00 donation in appreciation for using the Genealogy materials; John Marshall made a \$100.00 donation in memory of Margaret Coveney; Ford Peckham donated the following to the library: Books: Bowen—Six Days (\$29.95), Gaskin—Blitz (27.00), Kershaw—The Envoy (\$26.00), Sowell—Applied Economics (30.00), DVDs: As Time Goes By (\$15.00), New Tricks, Season Eight (\$21.00), Touch of Frost, Seasons Nine and Ten (\$27.00); and Paul Shore gave the library the following language dictionaries: Ethnologue: Languages of the World, 16th Edition (\$600.00), NTC's Romanian and English Dictionary (\$21.95).
15. Grant permission for the following residents to hold a Block Party:

Name	Address	Party Location	Party Date	Party Rain date	Party Time
Ratify:	58 Mayo Ave	Middle of block from	9/28/2014		3-8pm

Kristin Mockus		Harris Avenue to Great Plain Avenue			
Ratify: Kelly Allen	103 Sylvan Road	Sylvan/Harding/overlook Harding Street	10/5/2014		2-6pm
Michael McHugh	25 Blacksmith Drive	25 Blacksmith Drive	10/19/2014		2-6pm

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

Mr. Borrelli asked Ms. Fitzpatrick to describe the Community Innovative Challenge Grant (#11 on the Consent Agenda).

Ms. Fitzpatrick said the Commonwealth offers the Community Innovative Challenge Grant program to allow communities to look at ways of improving efficiencies. She said Needham has partnered with the Town of Arlington for a grant request of \$75,000 to evaluate the processes that municipal staff are performing out in the field including conservation, public safety, inspectional services etc., and to have a consultant develop a tactical plan and establish best practices so technology can improve efficiency and public access to information.

2. Budget Consultation

Kate Fitzpatrick, Town Manager and Dave Davison, Assistant Town Manager/Finance Director, appeared before the Board to discuss the FY2016 budget process, and preliminary financing concepts for the initial Facility Master Plan projects.

Ms. Fitzpatrick commented on the Budget Guidelines dated September 29, 2014. She said the Board of Selectmen will be asked for input on budget guidelines and budget priorities for FY2016 in November. She said draft capital plan recommendations will be presented in December to the Board. She commented all Boards will meet next week to discuss the Facility Master Plan, which will certainly have an impact on the capital planning process.

Ms. Fitzpatrick also commented on debt exclusion proposed projects, as well as the Rosemary Pool project. Ms. Fitzpatrick referred to draft financing plans for each project, which include Hillside School, DPW (Parcel 74), Modular Classrooms at DeFazio, New Public Safety Building, and Mitchell School.

Dave Davison discussed some of the assumptions for each project, noting calculations of debt service in each year of a project that would take several years to complete. He also commented on the projects other than Rosemary Pool, which have been identified as potential debt exclusion funded projects, and the potential impact on the average single family home.

The Board thanked Ms. Fitzpatrick and Mr. Davison for the consultation.

3. Town Manager's Report

Ms. Fitzpatrick reported on the Rail Trail, saying the BCRT invited abutters and all other interested parties to attend an informational session to view a draft final plan for the trail. The meeting will be held on October 15, 2014 at the PSAB building on Dedham Avenue. She said final plans will be presented to the Board of Selectmen at its meeting on October 28, 2014.

Ms. Fitzpatrick told the Board that Lorraine Lederhos, Department Assistant has retired and the Town is looking to fill the position. She thanked Ms. Lederhos for her service.

8:05 p.m. Board Discussion:

1. Boston MPO Municipal Election

Mr. Handel asked the Board to authorize him to cast ballots at the MPO annual election on October 29, 2014.

Motion by Mr. Borrelli that the Board vote to authorize the Chairman to designate Moe Handel to cast ballots for Michael P. Cahill, Mayor, City of Beverly, Dennis P. Crowley, Chairman, Medway Board of Selectmen, Carlo DeMaria, Mayor, City of Everett, and Joseph N. Pato, Chairman, Lexington Board of Selectmen at the MPO election on October 29, 2014.

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

2. Committee Reports

No reports were made.

8:10 p.m. Adjourn:

Motion by Mr. Handel that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of October 14, 2014.

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

A list of all documents used at this Board of Selectmen meeting are available at:

<http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID=>