

BOARD OF SELECTMEN

January 13, 2015

Needham Town Hall

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- NSTAR Elizabeth Circle
2.	7:00	Introduce the Director of Public Health Christopher Coleman, Assistant Town Manager/Operations
3.	7:05	Introduce Assistant Director of Park and Recreation - Christopher Coleman, Assistant Town Manager/Operations - Patty Carey, Director of Park and Recreation
4.	7:10	Town Manager - FY2015 – 2016 Goal Update - FY2016 Budget Consultation - Open the May 2015 Annual Town Meeting Warrant - Town Manager Report
5.	7:30	Board Discussion - Zoning Proposal – Registered Marijuana Dispensaries - Massachusetts Municipal Association Resolutions - Committee Reports
6.	7:45	Executive Session Exception 3

APPOINTMENTS

1.	Traffic Management Advisory Committee	Ford Peckham (term expires 6/30/2017)
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CONSENT AGENDA *=Backup attached

1.	Accept donations to the Needham Community Revitalization Trust fund from the following residents: \$50 from Marjorie Hillback, \$25 from Colin & Mary Coleman, \$50 from Lee & Bob Larkin, \$250 from Maryruth & Richard Perras; \$100 from Anita Olson; \$100 from Lorna & Lawrence Phan; \$200 from Carol & Edward De Lemos
2.*	Approve minutes from December 23, 2014 and Executive Session minutes from December 23, 2014.
3.*	Approve a Special One Day Wines & Malt Beverages License request from David Volante of Volante Farms to hold a "Beer Dinner" on January 22, 2015 from 7:30 p.m. to 9:30 p.m. The event will be held at Volante Farms, 292 Forest Street,

	Needham.
4.*	Approve a Special One Day Wines & Malt Beverages License request from David Volante of Volante Farms to hold a “Terrarium Workshop” on January 31, 2015 from 6:30 p.m. to 8:30 p.m. The event will be held at Volante Farms, 292 Forest Street, Needham.
5.*	Approve a Special One Day Wines & Malt Beverages License request from David Volante of Volante Farms to hold a Cooking Class on February 7, 2015 from 6:30 p.m. to 9:00 p.m. The event will be held at Volante Farms, 292 Forest Street, Needham.
6.*	Approve a Special One Day All Alcoholic Beverages License request from Paul Elias, of Temple Beth Shalom to host its “Marriage Can Be Murder” event on February 7, 2015 from 6:30 p.m. to 11:00 p.m. The event will be held at the Temple Beth Shalom, 670 Highland Avenue, Needham.
7.	Accept a \$300 donation made to the Needham Park and Recreation Commission from the Norfolk Lodge AF&AM. The monies are to be used towards scholarships for participants of Park and Recreation programs.
8.	Accept the following donations made to the Needham Health Department’s Gift of Warmth Fund: \$800 from The Community Concerns Committee of Christ Episcopal Church in Needham; and \$200 from Mary Clare McEnery Siegel, a Needham resident.
9.*	Water & Sewer Abatement Order #1190
10.*	Accept a gift in the amount of \$115,000 from Bay Colony Rail Trail Association Inc. The purpose of the funds is to contribute toward the construction of the rail trail as outlined in the recent Town engineer drawings and upcoming Town bid package.



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

MEETING DATE: 01/13/2015

Agenda Item	Public Hearing – NSTAR Petition for Elizabeth Circle
Presenter(s)	Maureen Carroll, NSTAR

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
NSTAR requests permission to install approximately 6 feet of conduit from pole 439/1 on Elizabeth Circle, Needham. This work is necessary to provide new underground service at 1 Elizabeth Circle, Needham. The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to the Town's 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
<u>Suggested Motion:</u> Move that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 6 feet of conduit from pole 439/1 on Elizabeth Circle, Needham. This work is necessary to provide new underground service at 1 Elizabeth Circle, Needham.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a. Letter of Application b. Petition c. Order d. Petition Plan e. Notice Sent to Abutters f. List of Abutters			



200 Calvary Street
Waltham, Massachusetts 02453

December 22, 2014

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

RE: 1 Elizabeth Circle
Needham, MA
W.O. #2034826

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 6± feet of conduit from pole 439/1 Elizabeth Circle, Needham.

This work is necessary to provide new underground service at 1 Elizabeth Circle, Needham.

If you have any further questions, contact Maureen Carroll @ (781) 314-5053.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours

A handwritten signature in cursive script that reads "William D. Lemos".

William D. Lemos, Supervisor
Rights and permits

WDL/zj
Attachments

A handwritten note enclosed in a hand-drawn cloud-like shape. The text inside reads: "OK to proceed" on the first line, "Taylor, Eng. Dept." on the second line, "1/2/15" on the third line, "OK R.P. Mennin" on the fourth line, "Dew Dwyer" on the fifth line, and "#2115" on the sixth line.

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

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

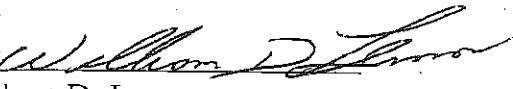
Respectfully represents **NSTAR Electric Company** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

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 December 18, 2014** and filed herewith, under the following public way or ways of said Town:

Elizabeth Circle – Easterly from pole 439/1 approximately 122 ± feet north of Meadowbrook Road a distance of about 6 ± feet conduit

(WO: 2034826)

NSTAR ELECTRIC COMPANY

BY 
William D. Lemos
Rights & Permits, Supervisor

Dated this 22nd day of December 2014

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2014

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:

**Elizabeth Cir – Easterly from pole 439/1 approximately 122 ± feet north of
Meadowbrook Road a distance of about 6 ± feet conduit**

WO: (2034826)

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 December 18, 2014** 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

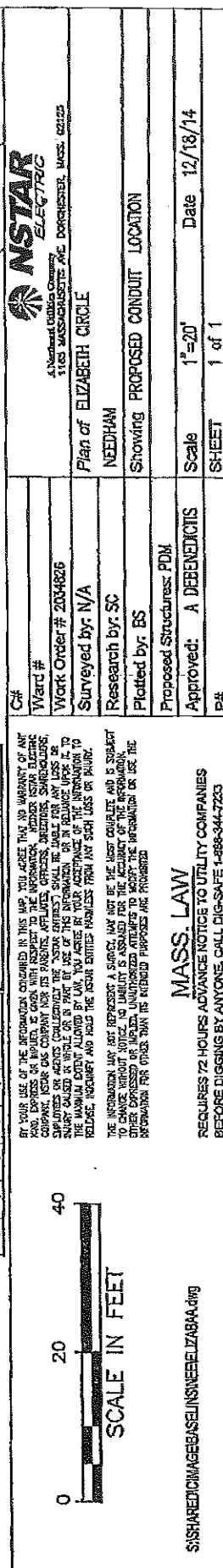
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven 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 _____ 2014 at _____ in said Town.

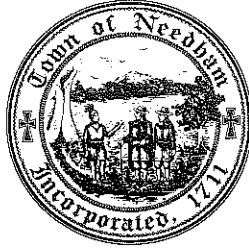
1	_____	
2	_____	Board of Selectmen
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

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 _____, 2014 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





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 January 13, 2015** upon petition of NSTAR dated **December 22, 2014** to install approximately 6 feet of conduit from pole 439/1 Elizabeth Circle, Needham. This work is necessary to provide new underground electric service at 1 Elizabeth Circle, Needham. A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact NSTAR representative, Maureen Carroll at 617-369-6421.

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

BOARD OF SELECTMEN

Dated: January 5, 2015

1 ELIZABETH CIR

PARCEL ID	St No.	Street	Owner Names	Owner Address	Mailing Address	
					OWNER CITY	State
199/129.0-0025-0000.0	61	MEADOWBROOK RD	HVIDSTEN, KYLE E & HVIDSTEN, GAIL M	61 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0026-0000.0	68	MEADOWBROOK RD	MERRIMAN, BLAIR C C/O MERRIMAN, BLAIR	68 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0027-0000.0	28	MEADOW LN	DELLARIPA, PAUL F. & ROTH, MONIQUE E.	28 MEADOW LN	NEEDHAM	MA
199/129.0-0028-0000.0	20	MEADOW LN	GIACOBOSZI, JOHN E. JR. & GIABOSZI, NANCY J.K.	20 MEADOW LN	NEEDHAM	MA
199/129.0-0029-0000.0	14	MEADOW LN	MONTEITH, CORA G., TR	14 MEADOW LN	NEEDHAM	MA
199/129.0-0030-0000.0	65	BLACKSMITH DR	CONNOR, PETER M. & ANN E. C/O HOLLFELDER, KURT M. & DEBRA E.	65 BLACKSMITH DR	NEEDHAM	MA
199/129.0-0031-0000.0	140	MEADOWBROOK RD	TOPHAM, WILLIAM J. + TOPHAM, VIRGINIA	140 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0032-0000.0	130	MEADOWBROOK RD	MILLER, JOSEPH A., TR & KATZ, FREDERIC, TR	130 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0033-0000.0	122	MEADOWBROOK RD	PATEL, SURESHKUMAR R. & PATEL, URMILA S.	122 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0034-0000.0	116	MEADOWBROOK RD	VERMAELEN, PAUL A. + VERMAELEN, MARJORIE T.	116 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0035-0000.0	108	MEADOWBROOK RD	COLEMAN, KEVIN L. & COLEMAN, MARY R.	108 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0036-0000.0	94	MEADOWBROOK RD	MATLACK, DANIEL M. & ALLISON W.	94 MEADOWBROOK RD	NEEDHAM	MA
199/129.0-0037-0000.0	74	MEADOWBROOK RD	LYON, SEAN & LYON, PATRICIA & O'SHEA ELE 74 MEADOWBROOK RD C/O NEWMAN, DAMIEN P. & ELIZABETH L.		NEEDHAM	MA
199/129.0-0038-0000.0	1	ELIZABETH CIR	OSTROWSKI, HENRY S & FAY C. C/O BIRNBAUM, JEFFREY P. & KRISTEN M.	238 ROSEMARY ST	NEEDHAM	MA
199/129.0-0039-0000.0	11	ELIZABETH CIR	DEMIRJIAN, DAVID J. & DEMIRJIAN, ELIZABETH A.	11 ELIZABETH CIRCLE	NEEDHAM	MA
199/129.0-0040-0000.0	10	ELIZABETH CIR	MARKMAN, STEVEN & MARKMAN, PAULA LOOKNER	10 ELIZABETH CIR	NEEDHAM	MA

OWNER ZIP
02492

02492

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02494

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02492

<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 CITY</u>	<u>State</u>	<u>OWNER ZIP</u>
199/129.0-0041-0000.0	4	ELIZABETH CIR	DOUCETT, DAVID M.	4 ELIZABETH CIR	NEEDHAM	MA	02492
199/129.0-0042-0000.0	81	MEADOWBROOK RD	DUNPHY, BRIAN P & DUNPHY, CAITRIN L.	81 MEADOWBROOK RD	NEEDHAM	MA	02492

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




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

MEETING DATE: 1/13/2015

Agenda Item	Introduce Director of Public Health
Presenter(s)	Christopher Coleman, Assistant Town Manager/Operations

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Mr. Coleman will introduce newly appointed Director of Public Health Tim McDonald.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			
a. Resume – Tim McDonald			



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

MEETING DATE: 1/13/2015

Agenda Item	Introduce Assistant Director of Park and Recreation
Presenter(s)	Christopher Coleman, Assistant Town Manager/Operations Patty Carey, Director of Park and Recreation

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Mr. Coleman and Ms. Carey will introduce newly appointed Assistant Director of Park and Recreation Robyn Fink.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			
a. Resume – Robyn Fink			



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

MEETING DATE: 1/13/2015

Agenda Item	Board of Selectmen Goal Update
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Town Manager will update the Board on the progress of the Board's goals and objectives for fiscal years 2015 and 2016.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Board of Selectmen/Town Manager Statement of Obligations and Goals			

**Board of Selectmen/Town Manager
FY2015 – FY2016 Board of Selectmen Goals**

Board Goals	
1. Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.	
Goal	Status
New Initiative: Update Facility Financing Plan.	A preliminary version of the Facility Financing Plan was presented to the Board on 12/23/14.
New Initiative: Develop a bridge inventory including ownership, status, and projected capital improvement costs.	On-going.
New Initiative: Pursue efforts to improve drainage capacity and reduce incidence of flooding in Needham.	The Director of Public Works provided an update to the Board on 9/23/2014, and FY2016 capital funding has been prioritized for this purpose.
New Initiative: Develop a plan for beautification and improvement at the RTS facility.	An RTS Superintendent and Assistant Superintendent were appointed in December, 2014. It is expected that the new office trailer will be operational in 2015. Additional beautification measures are under review.
New Initiative: Pursue the placement of utility infrastructure underground in the business districts so long as the undergrounding is part of a long-term plan for the roadway.	Evaluation of the undergrounding of utility infrastructure along the Highland Corridor revealed that the prospect of doing so is cost prohibitive. Evaluation as to placement of utility infrastructure underground during the downtown is on-going.
Continuing Strategy: Update the Facility Master Plan.	The Facility Working Group completed its work, and made a presentation to all stakeholders and the public on 10/22/14. A final report was presented to the PPBC on 12/22/14 and the final report is expected to be released in February, 2015.
Continuing Strategy: Participate in the evaluation of capital facilities and Regional Agreement for Minuteman School.	The Town Manager and Selectman Matthews organized a subcommittee of Minuteman communities to develop a prototype Inter-municipal Agreement that has been presented to the Minuteman School Committee for approval. Outreach to the six communities that have not ratified the revised agreement is on-going.
Continuing Strategy: Evaluate targeted options for property acquisition.	The Board reviewed prior efforts in this regard and developed a draft list of properties for potential acquisition. Additional input was received from other boards with jurisdiction over Town land, with more input pending.

2. Maintain and improve the vitality and economic success of the Town.

Goal	Status
New Initiative: Evaluate the possibility of partnering with local businesses to relocate and/or consolidate private dumpsters in municipal lots.	The Town engaged in discussions and developed several plans for partnering with businesses with respect to trash collection in or adjacent to municipal lots. No solution has been reached at this time, although discussions are on-going.
New Initiative: Explore the feasibility of implementing a permit parking program in Needham Heights.	The Board approved the Needham Heights Permit Parking program at its meeting on 12/23/2014. The program will be implemented in the winter of 2015.
New Initiative: Develop a plan for snow removal in the business districts.	The Department of Public Works has begun the process of evaluating options for clearing and removing snow and ice in the business districts. A recommendation for a pilot program for the winter of 2015/2016 will be presented to the Board next summer/fall.
New Initiative: Evaluate Sunday and holiday hours for package stores.	The Board held a public hearing on 8/19/2014, and as a result voted to amend the Liquor regulations to expand hours of operation for Sundays and most holidays.
Continuing Strategy: Improve the Needham Center streetscape and infrastructure.	The Streetscape Committee completed its initial work, and held a public information session on 6/4/14. The Town's consulting engineer for the project, BETA, is in the process of designing the first phase of the project – the replacement of the traffic signals and geometric changes to the intersections of Great Plain Avenue and Dedham Avenue, Highland Avenue, Chapel Street and Chestnut Street. Construction for Phase 1 is expected to begin in 2016.
Continuing Strategy: Complete the preferred renovation of Highland Avenue from Webster Street to the Charles River (State highway).	The Town has partnered with MassDOT to ensure that the First Avenue Intersection was broken off as a separate project and funded by MassDOT for 2016. The 25% design hearing, the last major milestone, was held in Needham on 12/3/14. In addition, the Town secured a State MassWorks grant in the amount of \$1.6 million for the reconstruction of Highland Avenue from Wexford Street to the Charles River Bridge. Construction on the project is expected to begin in 2016.
Continuing Strategy: Monitor implications of the add-a-lane project and assure that Needham's interests are addressed in the final design.	The Town has monitored the progress of the add-a-lane project, most recently hosting a public information session on 12/22/14 with the contractor Barletta Heavy Division. The Town has committed to residents and to businesses located in Needham Crossing to serve as a resource for concerns about the project.

Continuing Strategy: Develop a consensus with Newton regarding transportation options along the Highland Avenue/Needham Street corridor.	On-going
3. <i>Expand energy efficient and environmentally sound operations for the Town and its residents and businesses.</i> There were no initiatives set for this goal. However, the town recently executed the Energy Management Services Agreement with Solar City and the project to place a PV array at the RTS is moving forward.	
4. <i>Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.</i>	
Goal	Status
New Initiative: Develop an inventory of American Flag locations with status and replacement methodology.	On-going.
New Initiative: Develop an inventory of memorial signs and plaques and a plan for cleaning and maintenance.	On-going.
New Initiative: Coordinate with DCR to encourage access to Cutler Park.	On-going.
New Initiative: Establish fishing areas at ponds and on the Charles River.	The Board endorsed the submission of a CPA application to design a boat launch at the Charles River on South Street near Livingston Circle. Other projects will be identified.
New Initiative: Expand the hours of operation of the Senior Center.	The Board has engaged with the Council on Aging on this matter and the FY2016 Health and Human Services budget submission includes proposed staffing to help achieve this goal.
Evaluate the concept of constructing a hockey rink in a public/private partnership.	The feasibility and cost of a hockey rink were included in the Facility Master Plan.
Continuing Strategy: Evaluate the impact of broadening the historical demolition delay By-law.	On-going.

Continuing Strategy: Work with the Planning Board on zoning provisions relating to residential construction.	Ms. Cooley represents the Board on the Large House Task Force which is expected to make recommendation on zoning amendments in 2015.
Continuing Strategy: Preserve the Town's interests in the Needham Mews project.	On-going.
Continuing Strategy: Consider the merits of a tree removal by-law.	On-going.
Continuing Strategy: Update the Towns' Affordable Housing Plan.	On-going.
Continuing Strategy: Evaluate the status of paper roads in Needham.	On-going.

5. Maintain and enhance the Town's Financial Sustainability.

Goal	Status
New Initiative: Review special stabilization fund targets, specifically the Athletic Facility Fund.	The Town Manager will make a recommendation on the fund target and a funding plan for the Athletic Facility Fund as part of the FY2016 Proposed Balanced Budget.
New Initiative: Work with the Finance Committee and School Committee to review the iPad 1:1 program in accordance with the resolution adopted at the 2014 Town meeting.	Committee representatives have met on several occasions to evaluate this issue.
New Initiative: Evaluate the impact of converting the Town's water supply to an all-MWRA model.	The Water and Sewer Rate Committee will add this item to its discussions over the next year.

6. Evaluate Town Operations and Administration.

Goal	Status
New Initiative: Update and post Board of Selectmen policies.	On-going.
New Initiative: Develop a policy to promote the rotation of appointed board chairs.	On-going.
Continuing Strategy: Develop a board and committee handbook.	On-going.



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

MEETING DATE: 1/13/2015

Agenda Item	Budget Consultation
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	The Town Manager will update the Board on the progress toward the Proposed Balanced Budget for Fiscal Year 2016.		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
	a. FY2016 Town Manager Budget Items Under Consideration		

Town Manager Budget Items Under Consideration

Requested Financial Warrant Articles

Public Facilities Maintenance	570,000
Sidewalk Needs Assessment	100,000
Quiet Zone Feasibility Study	35,000
Planning Consulting Assistance	25,000
Memorial Park Landscape Improvements	20,000
Senior Corps Program	15,000
DPW Relocation Feasibility Study	40,000
Property Tax Assistance	10,976
FY2016 Total	815,976

School Operating Capital	259,520
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"DSR-4" Performance Increase Requests

BOS/TM Management Fellow	51,012
Planning Housing Specialist	17,000
Planning Consulting Assistance	17,500
Community Development Staffing	13,200
Police Detail Contingency	20,000
DPW Protective Equipment	5,000
PFD Staffing - Senior Center	47,934
PFD Consulting/Solar	31,050
HHS Staffing - Senior Center	42,491
HHS Staffing Senior Center	25,902
HHS Staffing - Traveling Meals	57,906
HHS Staffing - Health	22,725
HHS Expenses - Health	3,500
Library Staffing - Children	21,766
Library Staffing - Circulation	15,922
Library Staffing - Network Transfer	9,693
Library Expenses - Software	725
Library Staffing - Sunday	3,675
Roof-Off Container Replacement	48,000
Sewer Flow Meter Maintenance	25,000
Environmental Compliance	10,000
Water Leak Logging Correlator	20,000
Water Meter Testing Program	10,000

Total	520,001
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Stabilization Funds

Athletic Facility Fund	TBD
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**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 1/13/2015

Agenda Item	Open Annual Town Meeting Warrant
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Board is scheduled to open the warrant for the May 2015 Annual Town Meeting. The Warrant is scheduled to be closed on February 10th.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i> That the Board vote to open the warrant for the 2015 Annual Town Meeting.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Preliminary List of Warrant Articles			

DRAFT
Preliminary List of Warrant Articles
2015 Annual Town Meeting
1.13.2015

Annual Town Election
Committee and Officer Reports

Board of Selectmen

HUMAN RESOURCES ARTICLES

Establish Elected Officials' Salaries
Collective Bargaining Agreement/BCTIA
Collective Bargaining Agreement/Police Union
Collective Bargaining Agreement/Police Superior Officers

Personnel Board
Board of Selectmen
Board of Selectmen
Board of Selectmen

FINANCE ARTICLES

Accept Chapter 73, Section 4 of the Acts of 1986
Appropriate for Needham Property Tax Assistance Program
Appropriate for Senior Corps Program
Appropriate for Memorial Park Landscape Improvements
Appropriate for DPW Relocation Feasibility Study
Appropriate for Quiet Zone Feasibility Study
Appropriate for Sidewalk Needs Assessment
Appropriate for Planning Consulting Assistance
Appropriate for Public Facilities Maintenance Program
Appropriate for RTS Roll-Off Replacement Program
Appropriate the FY2016 Operating Budget
Appropriate the FY2016 RTS Enterprise Fund Budget

Appropriate the FY2016 Sewer Enterprise Fund Budget

Appropriate the FY2016 Water Enterprise Fund Budget

Continue Departmental Revolving Funds
Authorization to Expend State Funds for Public Ways

Board of Selectmen
Board of Selectmen
Board of Selectmen
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Finance Committee
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Finance Committee
Board of Selectmen
Board of Selectmen

ZONING/LAND USE ARTICLES

Amend Zoning By-law/Medical Marijuana
Amend Zoning By-law/Grading & Drainage Review
Amend Zoning By-law/Chestnut Street Business District
Amend Zoning By-law/Municipal Buildings on Lots
Amend Zoning By-law/Flood Plain Provisions
Amend Zoning By-law
Amend Zoning By-law

Planning Board
Planning Board
Planning Board
Planning Board
Planning Board

GENERAL ARTICLES/ CITIZENS' PETITIONS/COMMITTEE ARTICLES

Accept Provisions of MGL – Increase in Retiree COLA Base
Amend General By-law – Concussion Prevention

Retirement Board
Board of Health

COMMUNITY PRESERVATION ACT ARTICLES (Placeholders)

Appropriate for CPA Project - Rosemary Pool	CPC
Appropriate for CPA Project - Newman Athletic Fields	CPC
Appropriate for CPA Project – Eastman Conservation	CPC
Appropriate for CPA Project – Mills Field	CPC
Appropriate for CPA Project – Ridge Hill/Student Conservation Association	CPC
Appropriate for CPA Project – Canoe Launch	CPC
Appropriate for CPA Project – Rail Trail	CPC
Appropriate for CPA Project – Chapel Village	CPC
Appropriate for CPA Project – Purchase of Open Space	CPC
Appropriate to Community Preservation Fund	CPC

CAPITAL ARTICLES

Rescind Debt Authorizations	Board of Selectmen
Appropriate for General Fund Cash Capital	Board of Selectmen
Appropriate for Public Works Infrastructure Program	Board of Selectmen
Appropriate for Central Avenue/Eliot Street Bridge	Board of Selectmen
Appropriate for High School Expansion	Board of Selectmen
Appropriate for Sewer Enterprise Fund Cash Capital	Board of Selectmen
Appropriate for Sewer Pump Station Improvements	Board of Selectmen
Appropriate for Water Enterprise Fund Cash Capital	Board of Selectmen
Appropriate for Water System Rehabilitation Program	Board of Selectmen

TOWN RESERVE ARTICLES

Appropriate for Athletic Facility Improvement Fund	Board of Selectmen
Appropriate to Workers Compensation Absences Fund	Board of Selectmen
Appropriate to Capital Improvement Fund	Board of Selectmen
Appropriate to Capital Facility Fund	Board of Selectmen
Appropriate to Stabilization Fund	Board of Selectmen & Finance Committee
Omnibus	Board of Selectmen



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

MEETING DATE: 1/13/2015

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Town Manager will update the Board on issues not covered on the agenda, as needed.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			
none			

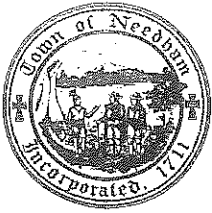


**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 1/13/2015

Agenda Item	Zoning Proposal – Registered Marijuana Dispensaries
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Board members will discuss whether or not to provide comment to the Planning Board relative to the proposed RMD zoning.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion If Needed:</i> That the Board authorize the Town Manager to draft a letter to the Planning Board summarizing the comments of the Board.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a. Memo from Lee Newman dated December 3, 2014 including Proposed RMD Zoning b. Zoning maps and existing Schedule or Uses chart			



TOWN OF NEEDHAM, MA

PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT

500 Dedham Ave
Needham, MA 02492
781-455-7500

PLANNING

December 3, 2014

Ms. Kate Fitzpatrick
Town Manager
Town Hall
Needham, MA 02492

Re: Zoning Articles for 2015 Annual Town Meeting

Dear Kate:

The Planning Board at its meeting of December 2, 2014 voted to place the following article on the warrant for the May 2015 Annual Town Meeting: (1) Amend Zoning By-Law – Registered Marijuana Dispensaries. Accordingly, please find the above-named article as approved by the Planning Board for inclusion in the warrant of the 2015 Annual Town Meeting.

As you know, the Board of Selectmen will need to accept the article and to then forward it to the Planning Board for review, public hearing and report. Please have the Selectmen act on the enclosed article at their next meeting of Tuesday, December 9, 2014, so that the Planning Board can meet its statutory obligations. The Planning Board plans to schedule the public hearing on the article for Tuesday, January 20, 2015.

Should you have any questions regarding this matter, please feel free to contact me directly.

Very truly yours,

NEEDHAM PLANNING BOARD

Lee Newman
Director of Planning and Community Development

cc: Planning Board

Enclosure

ARTICLE 1: AMEND ZONING BY-LAW – REGISTERED MARIJUANA DISPENSARIES

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) Amend Section 1.3 Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

“Marijuana Dispensary, Registered: Registered Marijuana Dispensary, also known as RMD or Medical Marijuana Treatment Center, shall mean an establishment properly registered with the Massachusetts Department of Public Health under 105 CMR 725.100 that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers.”

- (b) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, and Industrial-1 Districts, by inserting immediately below the row that reads “medical clinic” a new entry, which shall read as follows:

“Use	<u>RRC</u> <u>SRA</u>	<u>SRB</u>	<u>GR</u>	<u>A-1, 2</u> <u>&3</u>	<u>I</u>	<u>IND</u>	<u>IND-1</u>
Registered Marijuana Dispensary	N	N	N	N	N	N	SP*

*Also subject to Section 7.4 (Site Plan Review)”

- (c) Amend Section 3.2.5, Uses in Highland Commercial-128 District, Subsection 3.2.5.2, Uses Permitted by Special Permit, by adding a new paragraph (p) that states “Registered Marijuana Dispensary, subject to Section 7.4 (Site Plan Review)” and by renumbering former paragraphs (p), (q) and (r) as paragraphs (q) (r) and (s) respectively.
- (d) Amend Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.2, Uses Permitted by Special Permit, by adding a new paragraph (j) that states “Registered Marijuana Dispensary, subject to Section 7.4 (Site Plan Review)” and by renumbering former paragraphs (j) and (k) as paragraphs (k) and (l) respectively.
- (e) Amend Section 6, Special Regulations, by inserting a new Subsection 6.10, Special Permit Criteria for Registered Marijuana Dispensaries, to read as follows.

“6.10 Special Permit Criteria for Registered Marijuana Dispensaries

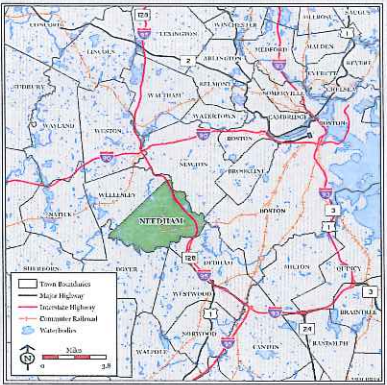
In granting a special permit for a Registered Marijuana Dispensary, in addition to the general criteria for issuance of a special permit as set forth in Section 7.5.2 of this By-Law, the Planning Board shall find that the following criteria are met:

(a) The site on which the Registered Marijuana Dispensary is located at least one thousand (1,000) feet distant from a public or private elementary school, middle school, or secondary school, or a municipal park or playground, or if not located at such a distance, it is determined by the Planning Board to be sufficiently buffered from such facilities such that its users will not be adversely impacted by the operation of the Registered Marijuana Dispensary. The distance under this section is measured in a straight line from the nearest point of the property line of the protected use identified in this section to the nearest point of the proposed Registered Marijuana Dispensary.

(b) The Registered Marijuana Dispensary is not located in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled with such facility.”

(f) Amend Section 8 Interim Regulations for Medical Marijuana Uses, by deleting the Section in its entirety.

Or take any other action relative thereto.



Metro Boston Locus Map

11/2014
1,000 foot
buffer $\rightarrow$
draft zoning

[illegible]



7/2014
500 foot
DPIT setback
→ refer to
Use Chart

<u>Use</u>	IND	IND-1	B	CSB	CB	ASB	HAB	NBD	NEBC	HC-128	MU-128	FP	AP	Medical Overlay
Farm, greenhouse, nursery, Truck garden, provided the subject property contains a minimum of two and one half (2-1/2) acres	Y	Y	Y	Y	Y	Y	Y	Y	Y, if exempt use C 40A Sect. 3	Y, if exempt use C 40A Sect. 3	Y, if exempt use C 40A Sect. 3	Y, no min. acreage	Y, no min. acreage	
Retail Establishment ¹ (exact language varies by Zoning District)	Y	Y	Y	Y	Y	Y ² SPC ³	N	Y ⁴	Y ⁵	Y ⁶ SP ⁷	Y ⁶ SP ⁷			
Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises	Y	Y	Y	Y	Y	Y	Y			Y	Y			
Medical Clinic	SP	SP	SP	SP	SP	SP	SP		N	N	N			Y
Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor, and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health	Y	Y	SP	N	N	SP	SP		Y		Y			
Any lawful purpose or special use not enumerated elsewhere in this By-Law	SP	SP	SP	N	N	N	N							
More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-Law	SP	SP	SP	SP	SP	SP	SP	SP	Y	Y	Y			
<u>ACCESSORY</u> Other customary and proper accessory uses, such as, but not limited to, garages, tool sheds, greenhouses and cabanas	Y	Y	Y	SP	SP	Y	Y							
Other customary and proper accessory uses incidental to lawful principal uses			Y	SP	SP	Y	Y	SP	Y	Y SP	Y			

¹ Retail Establishment interpreted to be open to and serving the general public

² < 10,000 square feet

³ ≥ 10,000 square feet

⁴ ≤ 2,500 square feet

⁵ Ground Floor of multi-story building only ≤ 15,000 square feet

⁶ ≤ 10,000 square feet

⁷ > 10,000 square feet and < 25,000 square feet



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

MEETING DATE: 1/13/2015

Agenda Item	Massachusetts Municipal Association Resolutions
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Board members will discuss the resolutions proposed for action at the 2015 Annual Business Meeting of the Massachusetts Municipal Association.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion: that the Board vote to approve (or oppose) the following resolutions and authorize the chairman to cast a ballot accordingly at the MMA Annual business meeting:</i> <i>1. Proposed Resolution Ensuring a Strong and Enduring Fiscal Partnership Between Cities and Towns and State Government in Fiscal 2016 and Beyond</i> <i>2. Proposed Resolution Relative to Investments in Municipal Capital Projects to Facilitate Economic Growth and Protect the Health and Safety of Citizens</i> <i>3. Proposed Resolution Ensuring a Modern and Sustainable Personnel Management and Benefit System to Attract and Retain Public Employees, Provide Excellent Municipal Services, and Ensure Prudent Use of Taxpayer Dollars</i>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) - Proposed Resolution Ensuring a Strong and Enduring Fiscal Partnership Between Cities and Towns and State Government in Fiscal 2016 and Beyond - Proposed Resolution Relative to Investments in Municipal Capital Projects to Facilitate Economic Growth and Protect the Health and Safety of Citizens - Proposed Resolution Ensuring a Modern and Sustainable Personnel Management and Benefit System to Attract and Retain Public Employees, Provide Excellent Municipal Services, and Ensure Prudent Use of Taxpayer Dollars			

Proposed Resolution Ensuring a Strong and Enduring Fiscal Partnership Between Cities and Towns and State Government in Fiscal 2016 and Beyond



Whereas, the residents and businesses of Massachusetts expect and deserve high-quality public services delivered by their local governments, and rely on those services to support and raise their families, build economic security, and live safely; and

Whereas, the continuing fiscal health of local government will rely on adequate, sustainable and predicable revenues to support local services and capital programs; and

Whereas, the prosperity, and economic and social well-being of the residents and businesses of the Commonwealth are directly related to the fiscal health of cities and towns and the quality of municipal services and roads and buildings that communities provide; and

Whereas, cities and towns are more reliant on the tightly capped property tax to fund local budgets than any time in the past 30 years, and this overreliance on the property tax, coupled with unavoidable growth in basic local costs and future obligations, has limited the ability of cities and towns to respond to new challenges and opportunities; and

Whereas, the local government share of the cost of schools and public education under Chapter 70 has grown to a 10-year high, and the state share has dropped steadily even as costs have grown due to special education and other mandated obligations; and

Whereas, the Governor and the Legislature have a long history of working collaboratively with city and town officials to constructively solve major public policy challenges, particularly since 1980, the year that Proposition 2½ was enacted by the voters; and

Whereas, to reduce today's overreliance on the regressive property tax and ensure that municipalities have the fiscal capacity to deliver the high-quality services that are essential to support local economies, families, and businesses in every corner of the Commonwealth, it is imperative that cities and towns receive an adequate share of state revenues, have an effective municipal tax system, and receive protection from excessive state and federal mandates;

Therefore it is hereby resolved that the members of the Massachusetts Municipal Association support the following essential policy positions to ensure a strong partnership between cities and towns and the Commonwealth in fiscal year 2016 and beyond:

In the Area of Municipal and School Aid:

- In fiscal 2016, the Governor and the Legislature should recognize that unrestricted municipal aid is fundamental to local budgets and should grow each year at least at the same rate as the growth in state tax collections, and be distributed without earmarks, conditions or restrictions to all cities and towns, so that local officials and residents can use local aid to adequately fund public safety, public

works, and all basic municipal and school services while reducing their current overreliance on the property tax;

- The state Lottery was established expressly as a source of local funds to pay for essential municipal services, and thus cities and towns should receive the full distribution of Lottery proceeds, including all projected and actual growth;
- Chapter 70 school aid revenue sharing should be increased in fiscal 2016 consistent with the state's constitutional obligation to ensure adequate new funding for all schools including the "foundation budget" adequacy and "target share" equity standards adopted in 2007, and a reasonable amount of new minimum per student aid;
- The Foundation Budget Review Commission should continue its examination of the "foundation budget" to make sure that Chapter 70 accounts for the full cost of educating students, and should include in its scope of work a review of the calculation of local contribution and school aid amounts, and adopt recommendations to increase the state's share of the "foundation budget" from the current 42 percent level up to 50 percent;
- The Governor and the Legislature should also maintain full funding of the Commonwealth's obligations and commitments to the Special Education Circuit Breaker Program;
- The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to the program for payments in lieu of taxes for state-owned land;
- The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to reimburse the costs of regional school transportation, regular school transportation, out-of-district vocational education and the transportation of homeless students under the McKinney-Vento unfunded mandate;
- The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to reimburse for the loss of Chapter 70 aid that is redirected to fund charter schools;
- The Governor and the Legislature should also provide full funding of the Commonwealth's obligations and commitments to Chapter 40S "smart growth" reimbursements, regional and municipal libraries, anti-gang grants, innovation and regionalization grants and other effective municipal and school aid programs;

In the Area of Timely Notice of Local Aid for Good Planning and Implementation:

- To ensure orderly and efficient financial planning at the local level and implementation of balanced and adequate local operating and capital budgets, the Governor and the Legislature should reach early agreement on revenue sharing amounts so that a consensus local aid resolution can be approved and reliable Cherry Sheets can be released by March 1;

In the Area of Local Taxing Authority and Other Revenues:

- The Governor and the Legislature should provide cities and towns with new local option flexibility to adopt local taxes and other revenues to help pay for municipal and school services and the construction and maintenance of local capital projects;
- The Governor and the Legislature should enact legislation to provide cities and towns with local option authority to develop local rules for payments-in-lieu-of-taxes by owners of tax-exempt property;
- The Governor and the Legislature should undertake a complete review of the efficacy of all state-set exemptions from local taxes, and make recommendations to repeal or change unwarranted or ineffective local tax expenditures.

In the Area of Transparency and Unfunded Mandates:

- It should be a high priority for the new Governor and Legislature to avoid unfunded mandates imposed by state law, regulation or other action on cities and towns and to fully fund current mandates or allow the requirement to be implemented at local option;
- The Governor should require state agencies to prepare and publish municipal and school district fiscal impact statements for all new state regulations, amendments to state regulations, proposed agency guidelines, Executive Branch legislative recommendations filed with the Legislature, and acceptance of federal grants and all other actions, in a manner similar to Executive Order 145; and
- The House and Senate should adopt legislative rules to require municipal and school district fiscal impact statements for bills reported from the Committees on Ways and Means and other legislative committees.

It is further resolved that a copy of this resolution shall be provided to the Governor and members of the General Court of the Commonwealth.

Proposed Resolution Relative to Investments in Municipal Capital Projects to Facilitate Economic Growth and Protect the Health and Safety of Citizens

Whereas,

a modern and sustainable transportation system, investments in clean water and in all other capital assets of local government are essential for economic growth and a high quality of life in Massachusetts; and

Whereas, public construction and investment are a vital source of jobs, with estimates showing that every \$1 billion spent by federal, state and local governments creates or supports nearly 28,000 jobs; and

Whereas, the Massachusetts Transportation Finance Commission determined that there is a transportation funding deficit of approximately \$20 billion over the next two decades, including a \$1 billion gap in the Chapter 90 program; and

Whereas, funding for Chapter 90 has not kept pace with increases in the cost of materials and labor, as evidenced by a MMA survey of cities and towns that determined that the actual need for the Chapter 90 program is more than \$562 million a year; and

Whereas, the Massachusetts Water Infrastructure Finance Commission estimated that there is a \$20 billion gap between current resources and the actual amount needed to maintain and repair our existing water and wastewater infrastructure over the next 20 years, in addition to an \$18 billion funding gap in the amount needed to comply with proposed federal stormwater regulations; and

Whereas, the cities and towns of Massachusetts are national leaders as environmental stewards, embracing renewable energy, protecting and preserving land and natural resources, and providing safe, clean and affordable drinking water, wastewater and stormwater management systems; and

Whereas, cities and towns would increase capital investments and pursue projects more quickly and with greater innovation, but are frequently stymied by state and federal regulations and rules that impose additional requirements and costs, often based on incomplete scientific analysis and review, without any additional appropriations; and

Whereas, cities and towns in Massachusetts must receive increased resources and revenues from the state and federal governments in order to maintain their local public infrastructure in sustainable condition; and

Whereas, the MMA has been a leading member of a statewide coalition of key stakeholders working to educate the public and state regarding the infrastructure needs of the Commonwealth;

Therefore, in order to expand local and regional economies, build and maintain local roads and bridges, protect the public health and safety, and preserve our educational and cultural

resources, it is hereby resolved by the members of the Massachusetts Municipal Association as follows:

- The MMA shall continue its leadership role in advocating for municipal capital construction and maintenance programs as necessary elements to grow the Massachusetts economy in all parts of the state and protect the safety and health of residents of the Commonwealth;
- The Governor and the Legislature should use bond authorizations and the state's capital spending plan to help cities and towns fund essential capital projects that support a modern economy and vibrant communities across the Commonwealth, including roads and bridges, drinking water, wastewater and stormwater systems, schools, libraries and cultural facilities, high-speed Internet access, and public safety facilities and equipment;
- The Governor should file early in 2015 and the Legislature should approve a multi-year local government transportation bond bill with at least \$300 million in annual Chapter 90 local road fund authorizations, indexed to grow annually with inflation, with 100 percent of those funds released to cities and towns by the Governor in a timely manner each year;
- Recognizing that transportation investments are vital to our nation's economic recovery, Congress and the President should prioritize the formulation and passage of a long-term surface transportation bill of at least five years that includes competitive grant funding opportunities that are directly accessible to municipalities;
- The Governor should request and the Legislature should fund the full \$138 million capital assistance line item for the Clean Water Trust to provide the additional level of loans and other assistance for water projects approved as part of the 2014 water infrastructure finance act;
- The Governor should file and the Legislature should enact a local government environmental bond bill with at least \$200 million annually in grants to fund drinking water, wastewater and stormwater infrastructure improvements, as recommended by the Water Infrastructure Finance Commission;
- The state Legislature, the Governor, the Commonwealth's administrative agencies, the U.S. Congress, the President, and federal agencies should commit to a cooperative partnership with municipalities by reducing regulatory reviews and financial approval processes, and should reject all proposals that would impose unfunded mandates and undermine this partnership;
- The Governor should include support for local economic development initiatives in all parts of the state in the state's capital spending plan, including loans and grants through the Brownfields Redevelopment Fund, bond authorizations through the MassWorks Infrastructure program, as well as support for tax credits through the Historic Rehabilitation Tax Credit program;
- The Governor should request and the Legislature should approve lifting the public net metering cap and ensure the continuation of solar renewable energy credits to allow municipal renewable energy projects to advance, giving cities and towns the capacity to continue to build a statewide renewable energy infrastructure that is among the strongest in the nation;

- The Governor should, in close cooperation with municipalities and related groups, include development of the "last mile" high-speed Internet access for un-served and underserved areas of the Commonwealth in the state's capital spending plan using the full amount included in the 2014 Information Technology (IT) Bond Act, and state leaders should assure the authority of municipalities to provide telecommunication services at their local option;
- State leaders should continue to support adequate resources for the Massachusetts School Building Authority, and include funding for libraries and other cultural facility capital projects in the state's capital spending plan; and

Be it further resolved that a copy of this resolution shall be presented to the Governor, the members of the Massachusetts Legislature, the members of the Massachusetts Congressional Delegation, and the President of the United States on behalf of the cities and towns of the Commonwealth.

Proposed Resolution Ensuring a Modern and Sustainable Personnel Management and Benefit System to Attract and Retain Public Employees, Provide Excellent Municipal Services, and Ensure Prudent Use of Taxpayer Dollars



Whereas, cities and towns are committed to a modern personnel management and benefit system that attracts and retains valuable employees, allows for the delivery of high-quality municipal services, and ensures the equitable and prudent use of taxpayer dollars; and

Whereas, the municipal personnel management system includes many components that are highly regulated by state law, which includes civil service, collective bargaining, unemployment benefits, health insurance for active employees, and pensions and Other Post Employment Benefits [OPEBs] for retired employees; and

Whereas, collectively, cities and towns are among the largest employers in the Commonwealth, and the salaries and benefits for public employees consume, on average, 70 percent or more of local budgets; and

Whereas, cities and towns have an obligation to their residents, taxpayers, employees and retirees to effectively and efficiently manage personnel decisions and make certain that wages and benefits are sustainable, because this is necessary to ensure that communities can continue to deliver essential services to their residents and businesses, and prevent reductions in the municipal workforce caused by costs that grow faster than incoming revenues; and

Whereas, the Commonwealth must assist cities and towns in this endeavor by providing local officials with the flexibility and ability to effectively manage at the local level, and must oppose any proposals that would erode existing municipal decision-making authority; and

Whereas, several personnel management and benefit laws have been updated in recent years, yet important work remains to ensure that municipal officials have access to modern tools to recruit and retain employees and offer wages and benefits that are both competitive and sustainable;

Therefore, in order to ensure a modern personnel system that attracts and retains public employees, provides for excellent municipal services, and efficiently uses taxpayer dollars, it is hereby resolved by the members of the Massachusetts Municipal Association as follows:

The cities and towns of the Commonwealth respectfully call on the Legislature and Administration to take the following actions:

- Allow the civil service system to be rescinded by cities and towns on a local-option basis, without the obligation to impact bargain and without the approval from the Legislature, with a provision that cities and towns still have the option to retain aspects of the system, such as for the initial hiring of public safety personnel;

- Pass legislation that includes significant and meaningful municipal unemployment insurance reform, so that municipal employees who work on behalf of the schools cannot collect unemployment benefits during school vacations if they have a reasonable assurance of returning to their jobs, and to provide an offset in UI benefits to address the issue of retirees who collect a pension from the municipality also collecting unemployment benefits if they return to work for the municipality and reach the statutory 960-hour employment cap;
- Collaborate with local officials to ensure greater accountability for local and regional pension boards, many of which operate independently and make decisions with significant financial impact on local taxpayers and community budgets;
- Safeguard the Municipal Health Insurance Reform Act of 2011, continue to offer local officials effective tools to manage growing health care costs, and ensure that all communities equally share the local option flexibility to implement a variety of contribution percentages for retired employees;
- Oppose any proposal to reestablish compulsory binding arbitration, a system that was eliminated by the citizens as part of Proposition 2½ in 1980, which would cripple local budgets by preventing local legislative bodies from determining whether arbitration awards are affordable and sustainable;
- Ensure a well-managed, appropriately funded Joint Labor-Management Committee for Police and Fire (JLMC) in order to execute timely, fair resolution of management-public safety collective bargaining disputes, and adoption of measures at the JLMC and the Department of Labor Relations to ensure balanced arbitration decisions that give full consideration to municipal and taxpayer interests;
- Recognize that OPEB reform is necessary to guarantee that cities and towns can continue to offer high-quality insurance benefits to municipal retirees and to protect essential municipal and school services from being reduced because of growing OPEB costs that consume a larger and larger share of local budgets, by enacting a comprehensive and meaningful OPEB reform bill to ensure that retiree health insurance costs are affordable and sustainable now and in the future, including increasing the years of service needed to qualify and prorating benefits based on years worked, with no new unfunded mandates imposed on communities, and ensuring that all municipalities maintain and equally share the local authority to establish contribution percentages for current and future retirees; and
- Oppose the imposition of any new unfunded mandates, preemption of local authority, or reduction in the existing local decision-making authority that cities and towns now use to control personnel costs; and

It is further resolved that a copy of this resolution shall be provided to the Governor and members of the General Court of the Commonwealth.



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

MEETING DATE: 01/13/2015

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			

**Town of Needham
Board of Selectmen
Minutes for December 23, 2014
Selectmen's Chamber
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens: No Activity.

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 was not present.

A moment of silence was observed to remember NYPD Officers Wenjian Liu and Rafael Ramos who were senselessly killed in Brooklyn, New York on December 20, 2014.

7:00 p.m. Massachusetts Selectmen's Association:
Josh Ostroff, President of the Massachusetts Selectmen's Association and Chairman of the Board of Selectmen in Natick appeared before the Board. Mr. Ostroff stated he previously met with the Board of Selectmen on April 23, 2013 indicating the next edition of the Massachusetts Selectmen's Association Handbook would be dedicated to Jerry Wasserman, Needham Selectman and former MSA President. Mr. Ostroff presented the Board copies of the handbook.

The Board thanked Mr. Ostroff.

7:05 p.m. FY2014 Annual Audit:
Scott C. McIntire, CPA, Melanson Heath & Company P.C. and Dave Davison, Assistant Town Manager/Director of Finance updated the Board as to the recently completed audit of the Town's general purpose financial statements for FY2014 and their recommendations.

Mr. McIntire said the audit went very well again this year. Mr. McIntire discussed the process, and highlighted key pages of the audit. He reviewed the Independent Auditor's Report for the Year Ended June 30, 2014 and said the financial statements of the Town are in accordance with generally accepted accounting principles for government entities in the United States. He stated there were no disagreements between the Town and Melanson Heath & Co. in how to apply generally accepted accounting principles. Mr. McIntire said pages prior to page eighteen of the report are auditors opinion and MDA (Management's Discussion and Analysis). He referred to page eighteen and nineteen, known as the long term prospective financial statements. He commented on the fund basis financial statements beginning on page twenty. He noted page twenty includes a General Fund Unassigned Fund balance as of June 30, 2014 of \$13,245,000. He said the

figure returned to an expected level, consistent with FY2013 auditors' financial statements. He pointed out even though there was a draw on the Unassigned Fund Balance, the account balance represents just under 10% of the total general fund expenditures. He explained the percent is important to rating agencies looking at communities like Needham. Mr. McIntire referred the Board to page twenty-four, commenting on the "Budget vs. Actual" comparative schedule. He noted this page compares how well the actual revenues and expenditures compare with the budget. He said the Town collected about \$3.1 million more than anticipated, most coming from motor vehicle excise taxes. He noted total expenditures of \$2,478,000, which represents approximately 2% of the budget and is consistent with the prior year. Mr. McIntire also noted the use of free cash of \$8.1 million and an overlay surplus of \$1 million. Mr. McIntire referred the Board to page twenty-five and discussed the Water Fund. Mr. McIntire commented on the management letter, recommending the Town research and resolve some un-cashed checks, and build on significant progress already made.

Mr. Borrelli asked about the sustainability of OPEB.

Mr. Matthews asked whether there were other major changes in GASB standards the Town should be preparing for in the future.

Mr. Davison said the School Committee and the Finance Committee were invited to attend the presentation. He noted Finance Committee members Richard Creem and Dick Reilly are in attendance, as well as Evelyn Poness, Town Treasurer and Michelle Vaillancourt, Town Accountant.

The Board thanked Mr. McIntire and Mr. Davison for their work to complete the audit.

7:25 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:

1. **Human Rights Committee** **Jeremy Sutherland (term expires 6/30/2017)**

Consent Agenda:

1. **Approve revision to Powers Hall Use Regulations**
2. **Approve for calendar year 2015 requests for license renewals of Restaurant – All Alcoholic Licenses and request for a license addendum to allow for the premises to have designated waiting areas for the service of alcoholic or wine and malt beverages only to those patrons who are waiting to dine (Section 3.1 of Needham Regulations for the Sale of Alcoholic Beverages) for each of the following establishments (subject to receipt of required completed paperwork):**
 - **Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant**

- Zucchini Gold, LLC d/b/a The Rice Barn
 - Bertucci's Restaurant Corporation d/b/a Bertucci's Brick Oven Ristorante
 - Gibbous Moon, Inc d/b/a The Center Café Needham
 - Mount Blue Two, LLC d/b/a Blue on Highland
 - New Garden, Inc. d/b/a New Garden Restaurant
 - Not Your Average Joe's Inc. d/b/a Not Your Average Joe's
 - Petit Robert Needham, LLC d/b/a Petit Robert Bistro
 - Fusion Cuisine, Inc. d/b/a Gari
 - SAI Restaurants, Inc. d/b/a Masala Art
 - Tian Long, Inc. d/b/a Fuji Steak House
 - Eat Farmhouse LLC d/b/a The Farmhouse
3. Approve for calendar year 2015 requests for license renewals of Restaurant – All Alcoholic Licenses for the following establishments (subject to receipt of required completed paperwork):
 - Low and Zhang Co. d/b/a Mandarin Cuisine Locus
 - Rockets Restaurant Group, LLC d/b/a 3 Squares
 4. Approve for calendar year 2015 requests for license renewals of Restaurant – Wine and Malt Beverage Licenses for the following establishments (subject to receipt of required completed paperwork) :
 - Asillem, LLC d/b/a Stone Hearth Pizza Co.
 - Spiga, LLC d/b/a Spiga
 5. Approve for calendar year 2015 requests for license renewals of Package Stores- All Alcoholic Beverages for the following establishments (subject to receipt of required completed paperwork) :
 - Innovative Distributing Concepts, LLC d/b/a Bin Ends
 - Lianos Liquors, LLC d/b/a Needham Center Wine & Spirits
 - Needham Wine & Spirits, LLC d/b/a Needham Wine & Spirits
 - vinodivino 3, LLC d/b/a vinodivino
 6. Approve for calendar year 2015 requests for license renewals of Package Stores- Wine and Malt Beverages for the following establishment:
 - Volante Farms
 7. Approve for calendar year 2015 request for Innholder – All Alcoholic License Renewal for the following establishments:
 - Colwen Management, Inc. d/b/a Residence Inn
 - HST Lessee Needham, LLC d/b/a Sheraton Needham Hotel
 8. Approve for calendar year 2015 requests for license renewals of Club – All Alcoholic Beverage Licenses for the following establishments (subject to receipt of required completed paperwork) :
 - The Needham Golf Club
 - Village Club Building Assoc. Inc.
 - Lt. Manson Carter Post #2498 V.F.W. of U.S.
 9. Approve for calendar year 2015 requests for license renewals of Common Victualler Licenses for the following establishments (subject to receipt of required completed paperwork):

- Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant
- Acorns Bakery & Café, Inc.
- Bagels' Best, Inc. d/b/a Bagels' Best Café
- Bertucci's Restaurant Corp. d/b/a Bertucci's Brick Oven Ristorante
- Beth Israel Deaconess – Glover Café
- Mount Blue Two, LLC d/b/a Blue on Highland
- C & D Management, Inc. d/b/a Brothers Pizza & Restaurant
- Café Fresh Bagel
- 1095, LLC d/b/a Comella's Restaurant
- The Simpson Corp. d/b/a Cutler Lake Café
- Delops, Inc. d/b/a D'Angelo Sandwich Shop
- Your Other Oven, Inc. d/b/a Domino's Pizza
- New Hong Kong IV, Inc. d/b/a Dragon Chef Restaurant
- Chestnut Street Donuts d/b/a Dunkin Donuts
- Fred's Coffee Shop d/b/a Dunkin Donuts
- Highland Avenue Donuts, Inc. d/b/a Dunkin Donuts
- Eat Farmhouse, LLC d/b/a The Farmhouse
- Select Group, Inc. d/b/a Fresco Restaurant
- Tian Long, Inc. d/b/a Fuji Steak House
- Fusion Cuisine d/b/a Gari
- Gibbous Moon, Inc. d/b/a The Center Cafe Needham
- Three Sons, Inc. d/b/a Kosta's Pizza & Seafood
- Lizzy's Ice Cream LLC d/b/a Lizzy's Ice Cream
- Low and Zhang Co. d/b/a Mandarin Cuisine Locus
- SAI Restaurants, Inc. d/b/a Masala Art
- McDonald's Restaurant – Needham
- D & L Enterprises, Inc. d/b/a Mighty Subs
- The Needham Golf Club, Inc.
- International Needham House of Pizza d/b/a Needham House of Pizza
- New Garden Inc. d/b/a New Garden Restaurant
- Select Pizza d/b/a Nicholas' Pizza
- Not Your Average Joe's, Inc. d/b/a Not Your Average Joe's
- Rowden, LLC. d/b/a Orange Leaf Frozen Yogurt
- Boston Bread LLC d/b/a Panera
- Petit Robert Needham LLC d/b/a Petit Robert Bistro
- Essence of Punjab Inc. d/b/a Pronti Bistro
- Colwen Management, Inc. d/b/a Residence Inn
- Zucchini Gold, LLC d/b/a The Rice Barn
- Rockets Restaurant Group, LLC d/b/a 3 Squares
- HST Lessee Needham LLC d/b/a Sheraton Needham Hotel
- Spiga, LLC
- Stacy's Juice Bar, LLC d/b/a Stacy's Juice Bar
- Starbucks Coffee Company
- Asillem LLC d/b/a Stone Hearth Pizza

- Kamaya, LLC d/b/a Subway
 - Yeat Inc. d/b/a Sweet Basil
 - Sweet Corner Bakery and Cafe
 - H & B Pizza, Inc. d/b/a Sweet Tomatoes Pizza
 - J & J Pizza, Inc. d/b/a Town House of Pizza
 - Treat LLC d/b/a Treat Cupcake Bar
 - Treat LLC d/b/a The Dessert Workshop
 - Lt. Manson Carter Post 2498 V.F.W. of U.S.
 - Village Club Building Assoc. Inc.
 - Volante Farms
 - Yo So Good d/b/a Yo So Good Frozen Yogurt Café
10. Approve for calendar year 2015 requests for various license renewals as detailed below for the following establishments (subject to receipt of required completed paperwork):
- Colwen Management, Inc. d/b/a Residence Inn - Innkeeper
 - HST Lessee Needham LLC d/b/a Sheraton Needham Hotel – Innkeeper
 - Olin College – Lodging License
 - Babson College – Lodging License
 - HST Lessee Needham LLC d/b/a Sheraton Needham Hotel – Sunday Entertainment
 - HST Lessee Needham LLC d/b/a Sheraton Needham Hotel – Weekday Entertainment
 - 7-Eleven – Special Permit (24 hr. retail sale of food)
 - Yeat Inc. d/b/a Sweet Basil – Special Permit (Carry In Beer/Wine)
 - Rockets Restaurant Group, LLC d/b/a 3 Squares – Weekday Entertainment
 - SAI Restaurants, Inc. d/b/a Masala Art – Weekday Entertainment
 - Mount Blue Two, LLC d/b/a Blue on Highland – Weekday Entertainment
 - Mount Blue Two, LLC d/b/a Blue on Highland – Sunday Entertainment
 - Gibbous Moon Inc. d/b/a The Center Cafe Needham – Weekday Entertainment
 - Zucchini Gold, LLC d/b/a The Rice Barn- Weekday Entertainment
11. Approve for calendar year 2015 the following requests for Class I & Class II Used Car Dealer Licenses:
- Auto International Ltd.- Class II
 - Beth L Auto Sales – Class II
 - Center Automotive – Class II
 - Copley Motorcars – Class II
 - R&R Automotive – Class II
 - Muzi Chevrolet – Class I
 - Muzi Motors, Inc. – Class I
12. Accept donations to New Years Needham: \$100 from Coldwell Banker; \$1000 from Beth Israel Deaconess Hospital

13. **Accept donation made to the Needham Community Revitalization Trust Fund: \$50 from John A. Russo.**
14. **Water and Sewer Abatement Order #1189**
15. **Accept the following donation made to the Park and Recreation Commission: Sports equipment donated by Needham residents Chris and Julie Barker- bats, helmets, batting tees, training materials, balls, gloves, and an equipment stand. These items will be used at some of the programs offered by the department.**
16. **Approve request from the Park and Recreation Department to offer archery programs throughout the year at the Claxton quarry area and at the Outdoor Living Program, located at Ridge Hill, during various points throughout the summer. These programs utilize bows and arrows. They are requesting a permanent waiver to conduct these programs, outdoors, on Town-owned property.**
17. **Approve a Special One Day All Alcoholic Beverages license from Gloria Greis, of the Needham Historical Society to host "Dancing With the Needham Stars" on February 7, 2015 from 7:00 p.m. to 12:00 a.m. The event will be held in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham.**
18. **Accept the following donations made to the Needham Health Department's Gift of Warmth fund: \$1,500 from the Congregational Church of Needham, \$250 from Shahin Sagafi, a Waltham resident, \$250 from the First Baptist Church in Needham, \$6,000 from the Needham Community Council, and \$150 from Lynne Rachlis & David Moore, Needham residents.**
19. **Approve minutes of December 9, 2014 and December 15, 2014 open meetings, and November 12, 2014, November 25, 2014, and December 9, 2014 executive session.**
20. **Approve and authorize the chairman to sign a resolution that the Board of Selectmen, having jurisdiction over a portion of the DeFazio Field Complex, authorizes the Permanent Public Building Committee to include DeFazio in the Hillside School Feasibility Study as a potential school site.**

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

7:30 p.m.

Director of Public Works:

Richard Merson, DPW Director appeared before the Board 6 items to discuss:

1. Sign Notice of Traffic Regulation - Traffic Regulation Language Change
Motion by Mr. Handel that the Board vote to approve and sign a language change in Needham Traffic Regulations by deleting the second sentence under Section 5.6 and replacing it with 'No operator shall park a vehicle in the designated prohibited locations or in the restricted locations without a permit or for a period longer than is designated as set forth in Schedule No. 1.'
Second: Mr. Borrelli. Unanimously approved 4-0.
2. Sign Notice of Traffic Regulation - Highland Avenue

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P14-12-23 for Highland Avenue - west side, from a point opposite Morton Street to a point opposite Mellen Street, fourteen parking spaces be designated Permit Parking, Monday through Friday, 8 AM to 2 PM., as shown on the attached plan.

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

3. Sign Notice of Traffic Regulation - Mark Lee Road Municipal Parking Lot

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P14-12-23 for the Mark Lee Road Municipal Parking Lot, twelve parking spaces as shown on the attached plan shall be designated Permit Parking, Monday through Friday, 8 AM to 2 PM.

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

4. Sign Notice of Traffic Regulation - Webster Street

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #NTOR14-12-23 for Webster Street, No Turn on Red, northbound and southbound at Highland Avenue, 7:30-8:30 AM, 2:30-3:30 PM, Monday through Friday.

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

5. Sign Notice of School Zone Traffic Regulation - May Street/Pickering Street

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #Z14-12-23 for the establishment of a school zone on May Street from a point 60 feet east of Highland Avenue easterly, for a distance of 430 feet, and Pickering Street from 30 feet north of May Street southerly, for a distance of 360 feet, during the hours of 7:30-8:30 AM and 2:15-3:15 PM, Monday through Friday.

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

6. Sign Notice of Traffic Regulation - Marsh Road

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P14-12-23 for Marsh Road, time limited in designated places, both sides from Chestnut Street to 75 feet west of Chestnut Street - 2 Hour Parking 9:00 AM to 3:00 PM, Monday through Friday.

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

7:40 p.m.

Approval of MWPAT Loan:

Dave Davison, ATM/Finance and Evelyn Poness, Town Treasurer/Collector appeared before the Board to review the interim loan the Town has secured through the Massachusetts Water Pollution Abatement Trust for the Reservoir B Sewer Pumping Station. They asked the Board to approve borrowing up to \$175,004 through the Trust, execute the Note with the Trust in the amount of \$175,004, and approve required actions by Town Officials.

Motion A

Motion by Mr. Borrelli that the Town shall issue a bond or bonds in an aggregate principal amount not to exceed \$175,004 (the "Bonds") pursuant to Chapters 29C and 44 of the General Laws and a vote of the Town passed November 7, 2011 (Article 15), which authorized a total borrowing of \$6,300,000, for the construction of sewers and other water pollution control facilities identified in such vote (the "Project").

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

Motion B

Motion by Mr. Borrelli that in anticipation of the issuance of the Bonds the Treasurer is authorized to issue an interim loan note or notes (the "Notes") from time to time in an aggregate principal amount not to exceed \$175,004.

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

Motion C

Motion by Mr. Borrelli that each Bond or Note shall be issued as a single registered security, and sold to the Massachusetts Clean Water Trust (the "Trust") at a price determined pursuant to the Financing Agreement.

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

Motion D

Motion by Mr. Borrelli that the Treasurer is authorized to determine the date, the form, the maximum interest rate and the principal maturities of each Bond and Note, and to execute a Financing Agreement (or Agreements) with the Trust with respect to the sale of the Bonds and Notes, such date, form and maturities and the specific interest rate or rates of the Bonds and Notes to be approved by a majority of the Board of Selectmen and the Treasurer and evidenced by their execution of the Bonds or Notes.

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

Motion E

Motion by Mr. Borrelli that all action taken to date by the Town and its officers and agents to carry out the Project and its financing, including the execution of any loan commitment or agreement by the Treasurer, are hereby ratified, approved and confirmed.

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

Motion F

Motion by Mr. Borrelli that the Treasurer and the other appropriate Town officials are each hereby authorized to take any and all actions necessary or convenient to carry out the provisions of this vote, including execution and delivery of the Financing Agreement(s) and the Project Regulatory Agreement(s) relating to the Project.

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

Mr. Davison stated Tedi Eaton, Town Clerk is in attendance to witness the vote.

7:50 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 4 items to discuss:

1. Needham Heights Permit Parking

Ms. Fitzpatrick reminded the Board that at its meeting on September 10, 2014 a public hearing was held regarding the possibility of creating a Needham Heights Permit Parking program, and that the Board authorized the Town Manager to initiate the concept. She said freeing up the twelve parking spaces dedicated to the Center at the Heights in the Mark Lee Parking Lot was required in order to implement the program. Ms. Fitzpatrick commented that at its meeting on December 2, 2014, the Planning Board voted to approve a de minimus change to the Major Site Plan Special Permit for the Center at the Heights, which will allow implementation of the Needham Heights Permit Parking program. Ms. Fitzpatrick recommended the Board vote to implement the program, and to pro-rate the permit fee for the permit year ending April 30, 2015.

Motion by Mr. Handel that the Board vote to implement the Needham Heights Permit Parking Program and associated rules and regulations dated December 23, 2014, and to pro-rate the 2014/2015 permit fee to \$35.

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

2. FY2016 Budget Priorities

Ms. Fitzpatrick reviewed with the Board its annual statement of operating budget priorities.

Motion by Mr. Handel that the Board of Selectmen approve the FY2016 Statement of Budget Priorities dated December 23, 2014.

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

3. Final FY2016 – FY2020 Capital Improvement Plan

Ms. Fitzpatrick presented the Board with the final recommendations for the FY2016-FY2020 Capital Improvement Plan.

Motion by Mr. Borrelli that the Board endorse the FY2016-FY2020 Capital Improvement Plan as presented for transmittal to the Finance Committee.

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

4. Preliminary Facility Financing Plan

Ms. Fitzpatrick and Mr. Davison, ATM/Finance presented the Board with a preliminary facility financing plan based upon previously authorized debt, proposed capital projects, and projects contained in the draft Facility Master Plan. Ms. Fitzpatrick said because the draft Facility Master Plan contains multiple options for construction and sequencing, a set of assumptions has been developed as discussed with the Board earlier this month. She commented the assumptions include: construction of a school at the DeFazio Park site, minor renovation of the High

Rock School, a modified Public Works project, construction of a new Police and Fire Station, reconstruction of the Mitchell School, and allowance for an unknown project at \$8 million. Ms. Fitzpatrick said the draft is for initial planning purposes. It is expected that the actual projects and sequencing will differ from this analysis. She commented she expects the plan to be fully discussed with all stakeholders including the Finance Committee, School Committee, Park and Recreation.

Mr. Davison said this plan is not a funding plan for projects that have been decided upon, but a theoretical analysis of the financial impact of such projects in terms of debt ratios, debt exclusion, and additional tax burden on the average single family home. He noted the plan is based upon assumptions and is a long term outlook. He reviewed details of the plan.

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

8:40 p.m. Board Discussion:

1. Committee Reports

No Reports were made.

8:45 p.m. Executive Session - Exception 3 (potential litigation):

Motion by Mr. Handel that the Board of Selectmen vote to enter into Executive Session.

Exception 3 - To discuss strategy with respect to collective bargaining or litigation, if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares. Not to return to open session prior to adjournment.

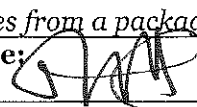
Second: Mr. Borrelli. Mr. Bulian polled the Board. Unanimously approved 4-0.

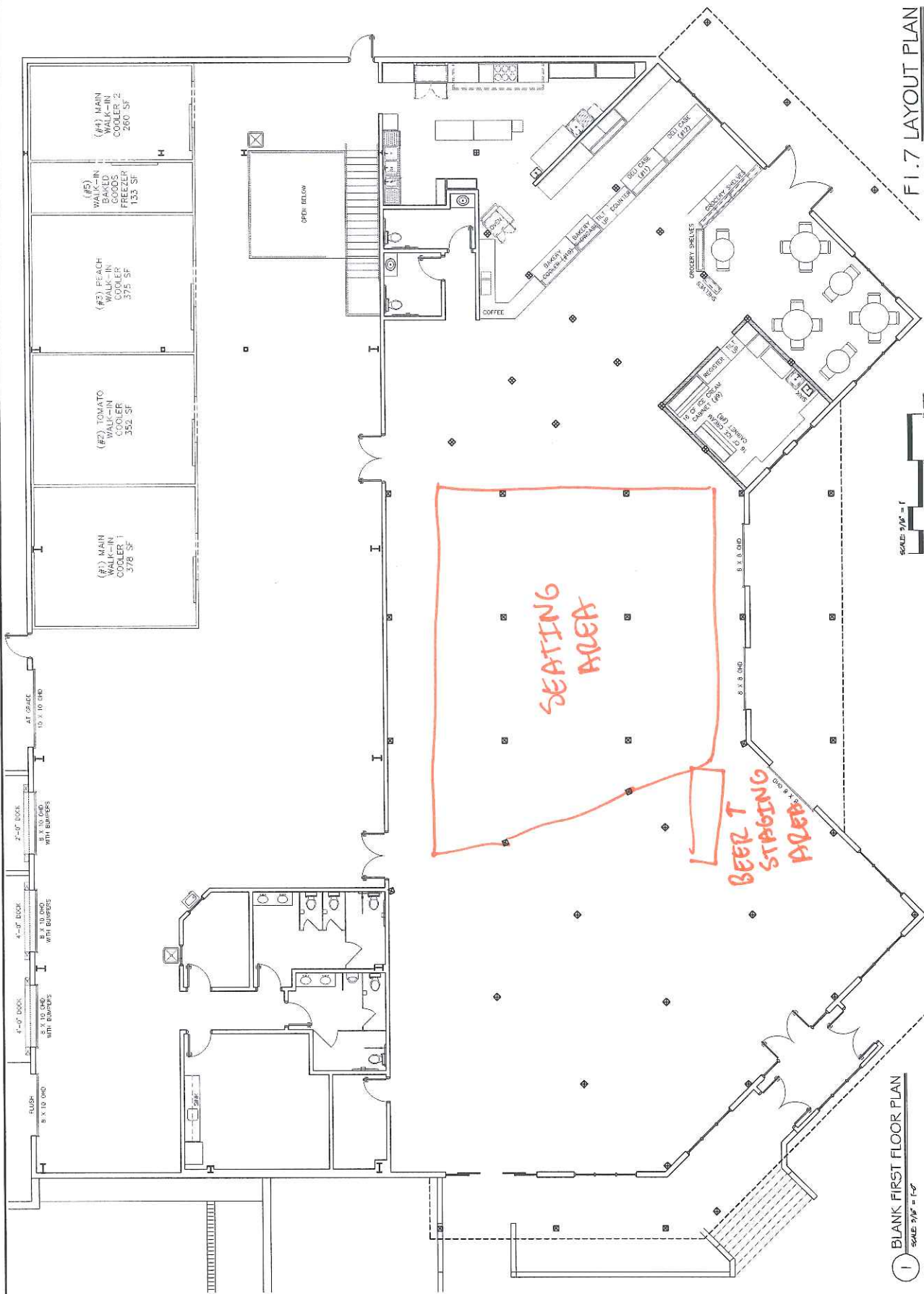
Mr. Bulian wished everyone a Merry Christmas and Happy New Year, and invited the public to join the New Year's Needham celebration on Wednesday, December 31, 2014.

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=>

Note: The meeting adjourned at 9:00 p.m.

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

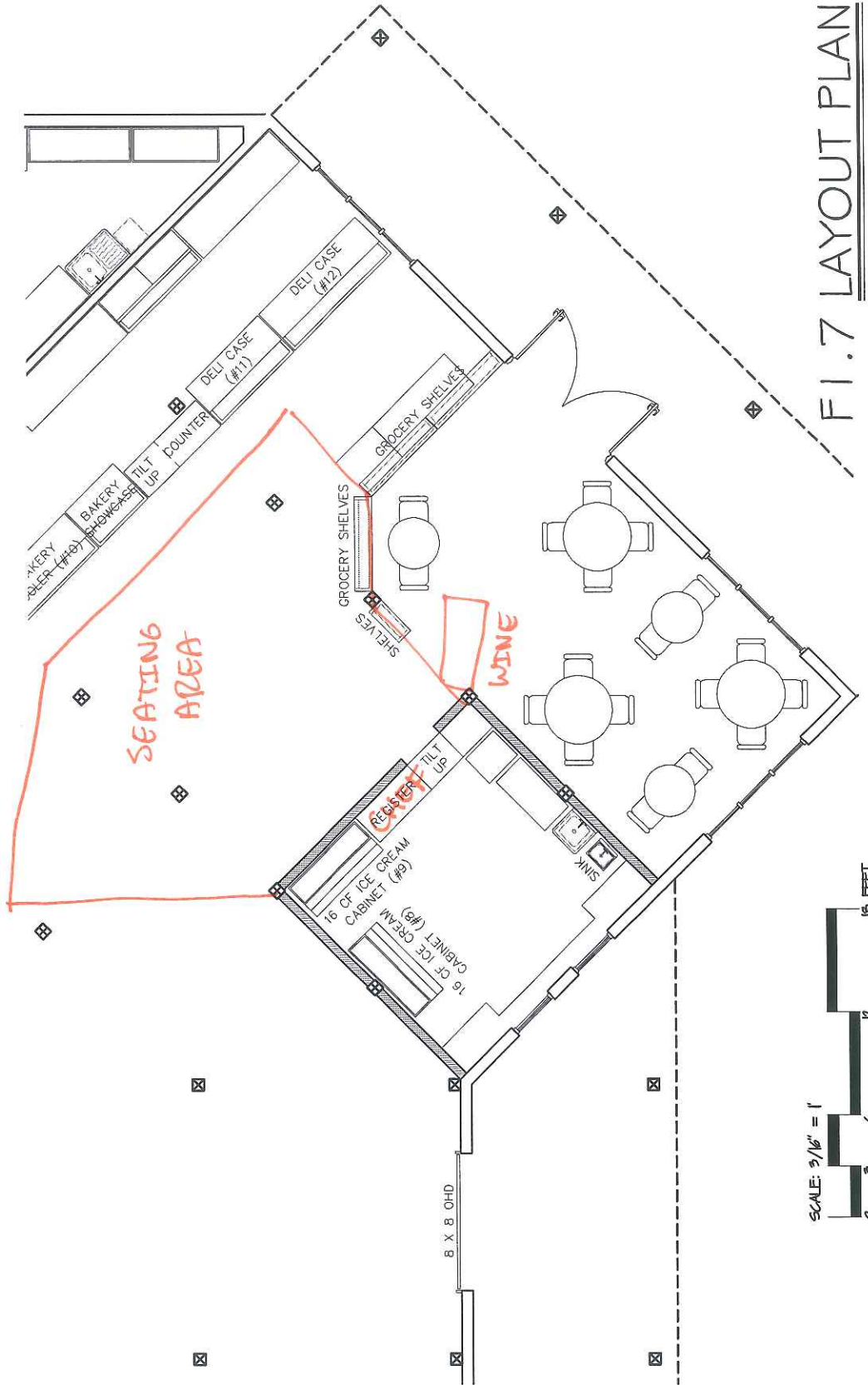
Event Manager Name (Name that will appear on license)	David Volante		
Event Manager Address	799 Central Ave Needham, MA 02492		
Event Manager Phone Number	781 405 9827		
Organization Representing (if applicable)			
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☐ Non-profit ☒ For profit ☐ Proof of non-profit status is attached Form of Proof: _____		
Name of Event	Beer Dinner		
Date of Event	1/22/15		
License is for Sale of:			
☒ Wines & Malt Beverages Only ☐ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License FROM: 7:30 PM TO: 9:30 PM			
Are tickets being sold in advance for this event? ☒ YES \$ 60 /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? 120			
Name & address of event location. Please attach proof of permission to use this facility. 292 Forest St. Needham, MA			
Who will be serving the alcohol to your guests? Steve Volante			
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).			
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. Beer will be paired with various dishes, and served at tables.			
☒ 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: 12/29/14



**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)	David Volante		
Event Manager Address	799 Central Ave Needham, MA 02492		
Event Manager Phone Number	781 405 9827		
Organization Representing (if applicable)			
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	Terrarium Workshop		
Date of Event	1/31/15		
License is for Sale of:			
☒ Wines & Malt Beverages Only			
☐ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM:	6:30 PM	TO: 8:30 PM
Are tickets being sold in advance for this event?	☒ YES	\$65 /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?	25		
Name & address of event location. Please attach proof of permission to use this facility.			
292 Forest St.			
Who will be serving the alcohol to your guests?			
Steve Volante			
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).			
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.			
2 glasses of wine served at workshop tables			
☒ 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: 12/29/14

ORIGINAL SEAL IS IN BLUE INK COPIES ARE NOT VALID	REVISION DESCRIPTION									
	BY:	DATE:	DATE:	DATE:	DATE:	DATE:	DATE:	DATE:	DATE:	DATE:
PROJECT: 0119-11-09										
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DATE: 12-23-10										
SCALE: 3/16" = 1'-0"										
SHEET: F1.7										

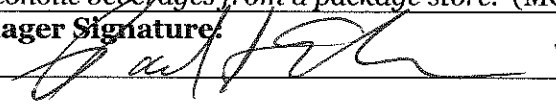


F1.7 LAYOUT PLAN

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

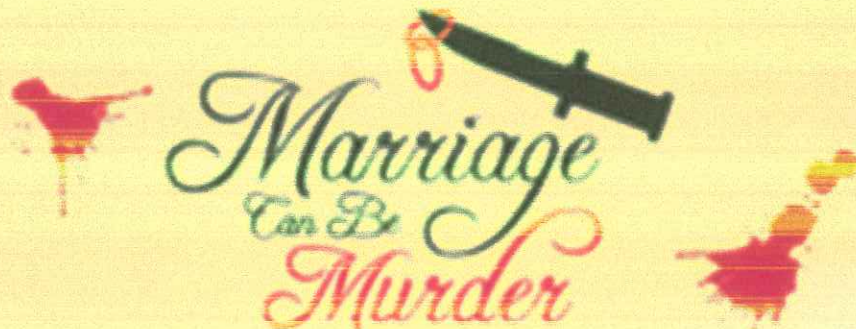
Event Manager Name (Name that will appear on license)	David Volante
Event Manager Address	799 Central Ave Needham, MA 02492
Event Manager Phone Number	781 405 9827
Organization Representing (if applicable)	
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☐ Non-profit ☒ For profit ☐ Proof of non-profit status is attached Form of Proof: _____
Name of Event	Cooking Class
Date of Event	2/7/14
License is for Sale of: ☒ Wines & Malt Beverages Only ☐ All Alcoholic Beverages (for non-profit groups only)	
Requested Time for Liquor License FROM: 6:30 PM TO: 9 PM	
Are tickets being sold in advance for this event? ☒ YES \$ 65 /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? 25	
Name & address of event location. Please attach proof of permission to use this facility. 292 Forest St. Needham, MA	
Who will be serving the alcohol to your guests? Steve Volante	
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).	
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. 2 glasses of wine included in ticket.	
☒ 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: 12/29/14

**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)	Paul Elias		
Event Manager Address	13 Morgan Dr. #204 Natick, MA		
Event Manager Phone Number	954-899-6700		
Organization Representing (if applicable)	Temple Beth Shalom		
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	Marriage Can Be Murder		
Date of Event	Feb. 7, 2015		
License is for Sale of:			
☐ Wines & Malt Beverages Only ☒ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM:	TO:	
	6:30 PM	11:00 PM	
Are tickets being sold in advance for this event?	☒ YES	\$36 /per ticket	☐ NO
Is there an admission fee for this event?	☒ YES	\$36 /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?	150 - 180		
Name & address of event location. Please attach proof of permission to use this facility.			
Temple Beth Shalom 670 Highland Ave. Needham, MA.			
Who will be serving the alcohol to your guests?			
Carol S. Hajian, Francis J. Lyons			
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).			
Carol S. Hajian, Francis J. Lyons			
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.			
Set up free standing bar.			
☒ 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:
			12/23/14

*The Brotherhood and Sisterhood
of Temple Beth Shalom
cordially invite you to attend...*

A Wedding, a Murder, Dinner and Dancing



*Saturday Night - February 7, 2013
at six forty-five in the evening*

*Live music by:
"Boys to Mensch"
(featuring our very own Rubbi Todd)*

R.S.V.P. - tbsmurder.eventbrite.com

*Proper Attire Please
(or T.S.T. is mandatory)*

Only \$36 per guest

Only \$36 per guest

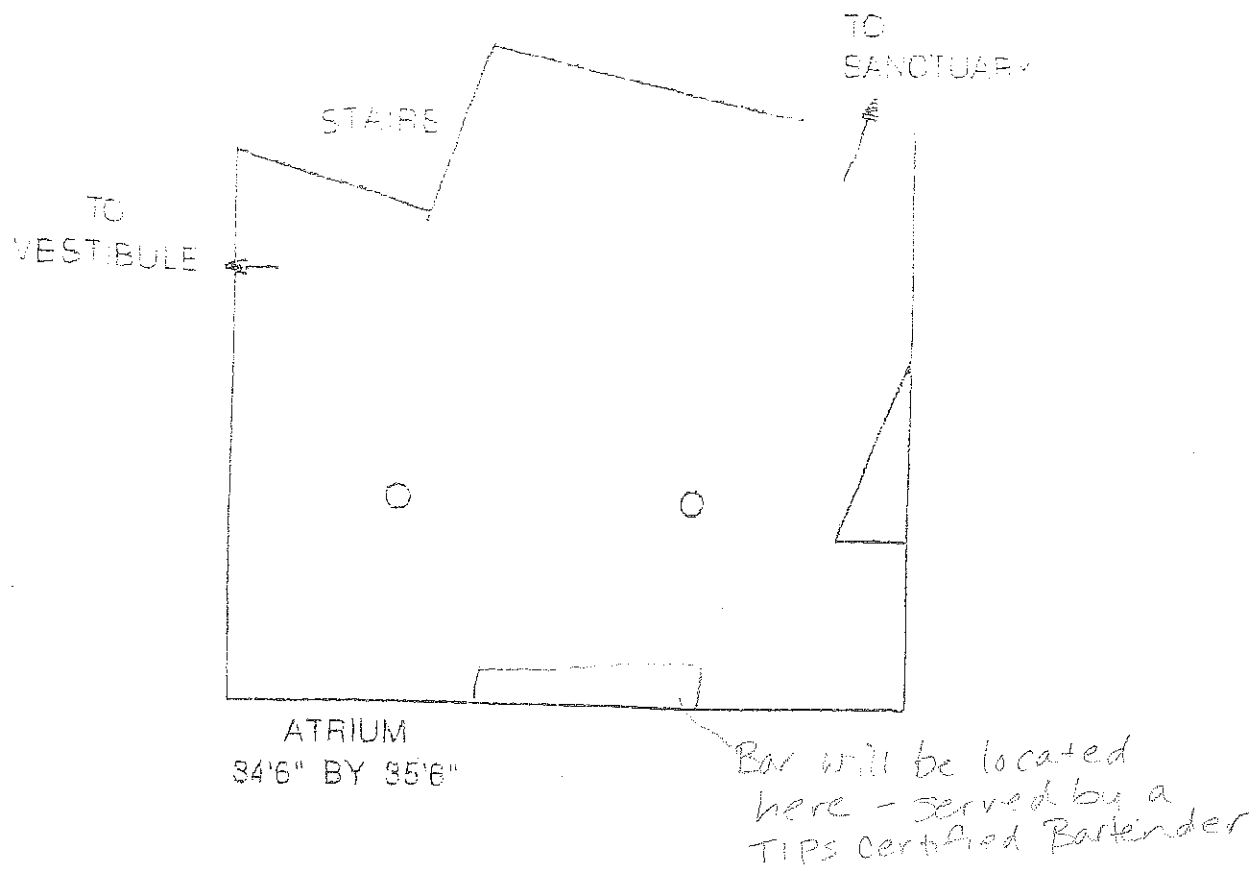


TABLE INFORMATION

- 26 60" Round Tables (seats a maximum of 10)
- 4 72" Round Tables (seats a maximum of 12)
- 21 8' Long Tables (seats a maximum of 5 on each side)
- 5 6' Long Tables (seats a maximum of 3 on each side)

(FOLDING DOORS)

EXPANSION AREA
19'6" BY 47'0"

EMERGENCY
EXIT

(FOLDING DOORS)

lay out of
function
hall
where
event
will be
held

SIMON HALL
57'6" BY 50'6"

ALCOVE
24'6" BY 20'0"

TO
KITCHEN

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

Congratulations!

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

IMPORTANT: Keep a copy of this card for your records. Write down

your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.



eTIPS On Premise 2.0 SSN: XXX-XX-XXXX

Issued: 5/26/2013

Expires: 5/26/2016

ID#: 3480887

D.O.B.: XXX/XX/XXXX

Francis J Lyons
APD Bar Service
PO Box 335
Newton Upper Falls, MA 02464-0002

For service visit us online at www.gettips.com

IMPORTANT:

Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.



TIPS On Premise 2.0

SSN:

XXX-XX-XXXX

Issued: 6/8/2014

Expires:

6/8/2017

ID#: 3743217

D.O.B.:

XX/XX/XXXX

Carol S Hajian
APD Bar Service
208 Vernon St
Waltham, MA 02453-3527

For service visit us online at www.gettips.com

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.

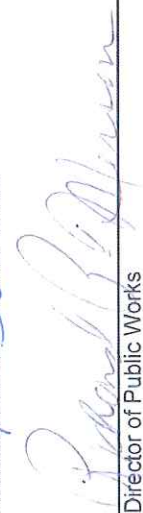
Water Sales:	-\$1,605.58
Water Irrigation:	\$0.00
Water Admin Fees	\$0.00
Sewer Sales:	-\$1,372.51
Transfer Station Charges:	\$0.00
Total Abatement:	-\$2,978.09

Order #: 1190

Read and Approved:


Assistant Director of Public Works

1/8/2015


Director of Public Works

For the Board of Selectmen

Date: 1/13/15

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

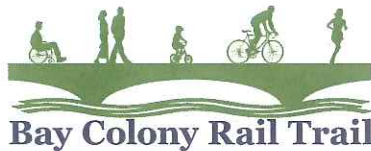
Prepared By:		First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read
		Last Name										Y/N
DB	Freid	Kim	33123	23892	810	South Street	\$0.00	-\$19.30	-\$33.10	-\$52.40	ACC	N
DB	Schein	Tami	28161	1214	16	Evans Road	\$0.00	-\$27.16	-\$46.72	-\$73.88	ACC	N
DB	Oakfield Development LLC		38177	14046	15	Howe Road	\$0.00	-\$1,338.02	-\$779.99	-\$2,118.01	EC	N
JO	Council on Aging (2)						\$0.00	-\$221.10	-\$512.70	-\$733.80	COA	N

Total: **-\$2,978.09**

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



RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2015 JAN -8 P 4:03

**Bay Colony Rail Trail
Association**

Board of Directors

Tad Staley, President
Needham

Bob Foley, Treasurer
Needham

Dmitry Gorenburg,
Clerk
Needham

Peter Cohen
Needham

Christian Donner
Medfield

Mark Healey
Dover

Greg Hills
Dover

George Kirby
Newton

Kathleen Phelps
Needham

BCRT Sponsors

Needham Bank

International Bicycle
Center

Bingham McCutchen
LLP

Gilmore, Rees and
Carlson, P.C.

Miller Wachman LLP

Chillybears

January 7, 2015

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

Re: Bay Colony Rail Trail Association Inc. rail trail construction funds

Dear Ms. Fitzpatrick:

Thank you and thanks to many other Town personnel for your support of the rail trail project. Enclosed is a check from Bay Colony Rail Trail Association Inc. to the Town in the amount of \$115,000. The purpose of the funds is to contribute toward the construction of the rail trail as outlined in the recent Town engineer drawings and upcoming Town bid package.

In the event that a portion of the \$115,000 is not needed for the construction, or no bid is accepted by the end of 2015, the Association requests a return of the unused funds. The Town's endorsement of the check is an assent to the return of the funds under these circumstances.

Again, thank you very much for your support in this endeavor. Please call me at work at 617-664-3512 if you have any questions about this check.

Sincerely,


Robert J. Foley

Treasurer
PO Box 920560
Needham, MA 02492
baycolonyrailtrail@gmail.com