

**Town of Needham
Board of Selectmen
Minutes for November 10, 2015
Selectmen's Chamber
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens: Bob Pappetti, 60 Hunting Road spoke with the Board about the Add-A-Lane project and trucks using residential streets to access the construction area of the new Kendrick Street bridge. He suggested trucks use a route through Needham Crossing.

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

7:00 p.m. Veterans' Day Proclamation:
Mr. Borrelli read a proclamation recognizing Wednesday, November 11, 2015 as Veterans' Day in the Town of Needham.

**Motion by Mr. Borrelli that the Board of Selectmen of the Town of Needham, do hereby recognize Wednesday, November 11, 2015 as Veterans' Day and ask all citizens of the Town to join in appropriate observance of those who have served to preserve the principles of justice, freedom, and democracy.
Second: Mr. Bulian. Unanimously approved 5-0.**

7:02 p.m. Public Hearing - Eversource Energy: Bancroft Street/Bond Street
Auzenda Jordan, Eversource Energy representative appeared before the Board requesting permission to install 10 feet of conduit in Bond Street. She said the work is necessary to provide underground electric service at 45 Bancroft Street.

Mr. Handel invited public comment. No comments were made.

Ms. Fitzpatrick stated all paperwork is in order and reminded the Board it took preliminary action on the application at its meeting on October 27, 2015.

**Motion by Mr. Matthews that the Board of Selectmen approve and sign a petition from Eversource Energy to install 10 feet of conduit in Bond Street. This work is necessary to provide underground electric service at 45 Bancroft Street, Needham.
Second: Mr. Bulian. Unanimously approved 5-0.**

7:04 p.m. Public Hearing - Verizon: Hancock Road
Scott Burns, Verizon New England Inc. representative appeared before the Board requesting permission to place approximately 125' of PVC conduit and 1 handhole

in Hancock Road in accordance with plan entitled "Petition Sketch for Verizon New England Inc., Locus: Hancock Road, Needham MA" dated 10/15/2015.

Ms. Fitzpatrick indicated all paperwork is in order.

Mr. Handel invited public comment. No comments were made.

Motion by Mr. Borrelli that the Board of Selectmen approve and sign a petition from Verizon New England to place approximately 125' of PVC conduit and 1 handhole in Hancock Road in accordance with plan entitled "Petition Sketch for Verizon New England Inc., Locus: Hancock Road, Needham MA" dated 10/15/2015 and attached herewith as Exhibit "A". Second: Mr. Bulian. Unanimously approved 5-0.

Mr. Matthews noted the application contained a paragraph which was scratched out, and said he has never seen this before. He suggested counsel for Verizon New England speak with Needham Town Counsel, saying the language does not fit within the Town's very defined process. Mr. Matthews said the language should not appear in the "Order for Conduit Location" unless the parties agreed ahead of time.

7:06 p.m. Public Hearing - Application for a License to Store Underground Fuel at 353 Country Way:
Michael A. Watson, Medway Oil appeared before the Board requesting a license to store 1,000 gallons of propane fuel underground on the property owned by Murphy General Contracting, located at 353 Country Way, Needham, MA.

Ms. Fitzpatrick noted the application is in order and Fire Chief Condon is in attendance to answer any questions.

Mr. Handel invited public comment. No comments were made.

Motion by Mr. Bulian that the Board of Selectmen vote to approve and authorize the Chairman to sign a license for Michael A. Watson of Medway Oil to store 1,000 gallons of propane underground on the property owned by Murphy General Contracting, located at 353 Country Way with the following restrictions: 1. That the petitioner and each succeeding property owner agree to contract for an annual tank and plumbing compliance check making sure that the entire system is checked for leaks; and further, making sure that every element satisfies local regulations and industry standards with evidence of such a systems check sent to the Needham Fire Department and 2. the tank, with all its piping and equipment; and the system when installed will fully meet U.S., State, and local code regulations, specifications, and directives. Second: Mr. Borrelli. Unanimously approved 5-0.

7:08 p.m. Discussion with Sheriff Bellotti:

Michael G. Bellotti, Norfolk County Sheriff and Phil Droney, Needham Police Chief met with the Board to discuss concerns about families coping with drug and alcohol addiction, and the impact of incarceration for drug-related offenses on Norfolk County correctional facilities.

Sheriff Bellotti thanked the Town of Needham for partnering with the Norfolk County Sheriff's office to lend support in various ways. He said currently 550 offenders are at the Dedham jail, 80% of whom are serving 2.5 years or less, with many non-violent offenders having some type of substance abuse issue. Sheriff Bellotti said a press conference was held yesterday with Governor Baker regarding the new opiate bill. He noted he receives many phone calls from people fearful a family member may overdose, and commented on the difficulty directing people through the labyrinth of available services. He said 20% of offenders receive detox and networking services at the jail, and that money must be shifted away from housing inmates to intermediate sanction facilities and programming. He said money must be reinvested into social services. He thanked Chief Droney for his support.

Chief Droney commented on the partnership formed with the Sheriff's Department and thanked Sheriff Bellotti for his support on several occasions.

The Board thanked Sheriff Bellotti for his work.

7:20 p.m

Health and Human Services Update and Senior Center Programming: Christopher Coleman, ATM/Director of Operations, Jamie Brenner-Gutner, Executive Director, COA, Tim McDonald, Director of Public Health, and Jon Mattleman, Director of Youth Services appeared before the Board to share some of the work currently being performed, and provide an update on the new after-hours programming being offered at the Center at the Heights.

Mr. Coleman gave a brief overview of the Department of Health and Human Services, saying departments include the Council on Aging, Veterans Services, Public Health, and Youth Services. He said new initiatives at the Council on Aging include an after-hours program.

Jamie Brenner-Gutner said promoting health and wellness is the overriding issue at the COA. She said the number of programs increased to 85 in October 2015 from 60 in October 2014, averaging 17 programs per day. Ms. Brenner-Gutner said programs are now being offered on Monday and Wednesday evenings. She commented Shine appointments, now offered on Monday, increased to 500 in the last fiscal year from 200 appointments. She commented on various programs including Shakespeare, Healthy Aging, Live Strong, and Train the Brain. She said the COA is always looking for ways to reach people, and never turn people away of any age who need help from social services.

Jon Mattleman commented on suicide prevention, noting a recent youth risk behavior survey from 2014 revealed that 11% (176 students) of high school students seriously considered suicide, and that 3.4% (54 students) actually attempted suicide. He noted Massachusetts has one of the lowest suicide completion rate in the country, due in part to restrictive gun laws. Mr. Mattleman commented on technology and its influence on adolescence. He noted the upcoming middle school parenting conference will have a workshop titled “The Emotional Consequence of Being Online.” He commented on the increased amount of anxiety due to technology.

Tim McDonald said his experience during his first year as Director of Public Health has been positive. He said he has been working with Ms. Brenner-Gutner on several issues, including applications to the Metro West Foundation for a social worker to work at the COA. He commented on the number of increasingly complex social service cases spread across the age spectrum in Needham, and the cooperative effort from various departments.

Mr. Coleman emphasized the tremendous support and professionalism Ms. Brenner-Gutner, Mr. Mattleman, and Mr. McDonald receive from their staff.

Mr. Handel asked for Board comment.

Ms. Cooley asked if Shine appointments during the day are fully booked, and wondered if shifting daytime hours to nighttime hours would be beneficial.

Ms. Brenner-Gutner said appointments are not fully booked, but are increasing due to referrals to the Shine program.

Mr. Handel asked Ms. Brenner-Gutner to explain the Shine program.

Ms. Brenner-Gutner explained Shine is a free health benefit service. She said more volunteers are needed for nighttime hours and she is working on it.

Mr. Borrelli asked about the potential for more evening programming in the coming year. Ms. Brenner-Gutner said she is continuing to explore the possibility of more nighttime programs.

Mr. Bulian said the Health and Human Services Department is an unsung benefit to the Town of Needham.

Mr. Handel noted the services provided at the COA touch virtually all Needham residents at one time or another.

7:40 p.m.

Full Day Kindergarten:

Dan Gutekanst, Superintendent Needham Schools, Anne Gulati, Diane Simmons, and Mary Lammi of Needham Public Schools appeared before the Board to outline

the full day kindergarten study and planning committee report, including space constraints, staffing, budgetary impact, and proposed next steps.

Dr. Gutekanst said the School Committee has been talking about full day kindergarten for many years but have not been able to achieve it, primarily because of space constraints. He said a committee was established last year to discuss a pathway to full day kindergarten in Needham, and commented the goal this year is to share the findings of the committee, gather feedback to determine next steps, implementation, and cost.

Mary Lammi explained full day kindergarten is a program that would run 4 1/2 to 6 hours a day, as opposed to a half-day program which runs 2-3 hours per day. Ms. Lammi showed a Powerpoint presentation titled "Full-Day Kindergarten Study and Planning Committee Report" dated November 10, 2015. She explained the purpose of the committee is to research rolling out full-day kindergarten, including the value, interest, space, cost, and funding.

Diane Simmons commented on comparing Needham to other communities in Massachusetts. She noted comments made in a survey completed in February 2015 sent to 500 families with children ready for kindergarten, as well as major findings from a focus group held on February 25, 2015. Ms. Simmons commented on a fair and equitable system, making full-day kindergarten a priority, space, transportation, schedule, and cost/tuition.

Ms. Lammi summarized the interest, space, and funding issues.

Mr. Handel asked whether the committee was going to approach other communities to find out the level of parental satisfaction of various kindergarten models.

Ms. Simmons said parental satisfaction was considered, and it was found that if full day kindergarten is not compulsory for all students then it is not equitable. She commented tuition is also a factor, noting some towns have scholarship programs.

Mr. Matthews asked how full day kindergarten compares with first grade in terms of the number of hours children are in school. He asked about the difference in cost between 4 hours or 6 hours per day, and wanted to know the full cost of running the program. Mr. Matthews said it would be helpful to have a map showing communities with full day kindergarten. He wondered what percentage of parents would have their children in full day or half day kindergarten, if there was not a tuition charge. He asked about a possible timeline for implementing a program.

Ms. Lammi said full day kindergarten would range from 4 to 6 hours a day, and that first grade is 6 hours per day. She commented the cost of 4 or 6 hours was not specifically considered, but rather the tuition cost of the entire program. Ms. Simmons said 80% of students attend the KASE enrichment program and are away from their home as if in full day kindergarten already.

Dr. Gutekanst commented the School Committee needs feedback from Town boards regarding a possible timeline, and noted the key issue is funding. He commented on enrollment and its impact on schools, particularly Pollard and Broadmeadow. He said there is not a specific timeline and more research is needed.

Mr. Matthews said the program has to be done within the school department or other decisions must be made about new revenue. He commented cost and space are tough questions to answer.

Mr. Borrelli said he supports the idea of a tuition based kindergarten program, and said knowing the number of users will set the cost of tuition. He asked if Pollard School would need to be retrofitted for use as a kindergarten facility. He asked if the current KASE class size is comparable to kindergarten class size.

Dr. Gutekanst said minor modifications would be required at Pollard, including retro-fitting a bathroom.

Ms. Simmon said KASE class size is comparable to kindergarten class size.

Mr. Bulian said he supports the concept of full day kindergarten. He commented on gradually introducing kindergarten, as has been done in other communities, noting space and cost are a challenge. He said he does not yet believe Needham has the space for the program. He said a new Hillside School provides more options, and noted 520 units of additional housing will create more stresses on the school system.

Ms. Cooley commented on the focus group finding that the program be fair and equitable. She said there is a deeply held belief within the community of wanting fair and equitable education for the children in Needham. She wondered if 4 1/2 hours vs. 6 hours of kindergarten would have an effect on transportation. Ms. Cooley questioned “art on a cart” at Broad Meadow and Mitchell Schools. She questioned the chart titled “Space Assumptions for Grades K-5” in the Powerpoint presentation, saying the chart is confusing and does not help the cause. Ms. Cooley said she supports full day kindergarten, but recognized some children may have challenges. She noted however, in general, parents expect full day kindergarten and that data is uneven at this point.

Mr. Borrelli said he is concerned about transportation and having children in different schools, particularly on teacher-parent night. He wondered if the program could wait until the new Hillside School opens, as that would be fair and equitable for all districts.

Dr. Gutekanst said at preschool parent night every year he is asked why Needham does not have full day kindergarten.

Mr. Handel said he supports the idea of full day kindergarten but would not want it to be compulsory. He said there is a willingness from parents to pay for the program as they are already paying for KASE. He said the Board of Selectmen supports the efforts to find a way to deliver full day kindergarten to the community.

8:30 p.m.

Design Review Fees:

Mark Gluesing, Chairman, Design Review Board appeared before the Board with an update on the work of the Design Review Board and to outline a proposal for an increase in the fees charged by the Board.

Mr. Gluesing said the Board considered fees in other towns such as Burlington, Woburn, and Waltham. He said for special permit signs, the Design Review Board proposes to increase the fee to \$25 plus \$2 per square foot (plus newspaper posting fee) from \$2 per square foot. He commented on recent changes in the zoning by-law and Design Review Board regulations which make the Design Review Board the sole review body for changes to business center building facades. He said the Design Review Board also proposes to increase the Facade Renovation/Needham Center fee to \$100 (plus newspaper posting fee) from \$25. He explained the work of the Design Review Board and the new proposed Procedural Rules and Application Instructions dated September 2015.

Motion by Mr. Bulian that the Board of Selectmen vote to approve the fee structure recommended by the Design Review Board as follows:

	<u>Old Rate</u>	<u>Proposed Rate</u>
Signs	\$25	\$25
Awnings	\$25	\$25*
Facade Renovations	\$25	\$25
Facade Renovations/Needham Center	\$25	\$100**
Sign By-Law Appeals & Special Permits	\$2 per sf	\$25 plus \$2 per sf**

*** Any signage on the awning is additional \$25 per sign**

**** Plus newspaper posting fee**

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

8:37 p.m.

Building Department Permit Fees:

David Roche, Building Commissioner appeared before the Board to discuss a recommendation for changing the fee structure in use at the department. He read his letter to the Board of Selectmen dated November 6, 2015, reviewed examples building, plumbing, and electrical permit fees, and the fee schedule for the consultant.

Mr. Handel asked Mr. Roche when the new fees will be in effect. Mr. Roche said January 1, 2016 or February 1, 2016 and said more input is needed.

Mr. Handel, Mr. Matthews, and Mr. Borrelli concurred the new fee schedules make sense.

Mr. Borrelli commented on fees in other towns and their higher commercial per thousand fees compared to residential fees. He noted the work to be done in Needham Crossing and wants to make sure the fees reflect the amount of work the Building Department will be doing. He suggested phasing in the new fee schedule.

The Board thanked Mr. Roche for the update.

8:53 p.m. Appointments and Consent Agenda:
Motion by Mr. Matthews that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS: No Appointments were made at this meeting.

CONSENT AGENDA:

- 1.* Approve a Special One Day Wine and Malt Beverages License for Robert Timmerman, of the Knights of Columbus to host a trivia night event on November 12, 2015 from 6:00 p.m. to 11:00 p.m. The event will be held at the Knights of Columbus, 1211 Highland Avenue, Needham.**
- 2. Accept a \$2000 donation made to the Needham Health Department's Substance Abuse Education & Prevention's 5th Quarter Program from the Newton Wellesley Hospital- Partner's Healthcare.**
- 3.* Approve a 2015 Taxi/Livery license for A&D Limousine, Inc. located at 1093 South Street, Needham.**
- 4. Accept the following donation to the Off Leash Dog Area: \$25 from Carolyn Williams.**
- 5.* Water & Sewer Abatement Order #1206**
- 6. Approve request from Rabbi Mendel Krinsky from the Chabad Jewish Center to hold a Menorah lighting ceremony on the Town Common on Tuesday, December 8, 2015 starting at 6:00 pm. Garrity Way cannot be accessed until 5:00 pm. Rain date to be on Wednesday, December 9, 2015, same time.**
- 7.* Approve minutes from October 1, 2015, October 13, 2015, October 27, 2015, November 2, 2015 Open Session minutes, and October 1, 2015, October 13, 2015 , and October 27, 2015 Executive Session minutes.**
- 8. Accept the gift of two Koralex II, American made polyester United States Flags from the Norfolk Lodge A.F. & A.M. for the Needham Town Common and the Needham Heights Common to use during the winter months.**

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

8:54 p.m. Town Manager:
Kate Fitzpatrick, Town Manager appeared before the Board with 2 items to discuss:
1. PPBC User Representatives

Ms. Fitzpatrick recommended that the Board designate her and Rick Merson, Director of Public Works as PPBC User Agency Representatives for the DPW/PSAB Relocation Feasibility Study and Christopher Coleman, Assistant Town Manager/Operations and Dennis X. Condon, Fire Chief as PPBC User Agency Representatives for the Fire Station #2 Feasibility Study.

Motion by Mr. Bulian that the Board vote to designate Kate Fitzpatrick, Town Manager and Rick Merson, Director of Public Works as PPBC User Agency Representatives for the DPW/PSAB Relocation Feasibility Study and Christopher Coleman, Assistant Town Manager/Operations and Dennis X. Condon, Fire Chief as PPBC User Agency Representatives for the Fire Station #2 Feasibility Study.

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

2. Doing Business with the Town

Dave Davison, Assistant Town Manager/Finance Director discussed with the Board an initiative that the Finance Department is undertaking to reach out to the business community to explain how they can know what opportunities there are to do business with the Town and how the public procurement process works. He stated the business community will have the opportunity to learn more about doing business with the Town on Wednesday, December 2, 2015 in Powers Hall from 5-7 p.m.

Mr. Handel said he thinks this is a very good idea, and encouraged board members to promote the idea when visiting local businesses.

Ms. Cooley suggested the meeting time should be within working hours.

Mr. Handel suggested Needham Cable Television carry the meeting on the local channel.

9:00 p.m. Board Discussion:
Committee Reports
No Committee Reports were made.

9:00 p.m. Executive Session: (Exception 6)

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

Exception 6 - To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. Not to return to open session prior to adjournment.

Second: Mr. Borrelli. Mr. Handel polled the Board. Unanimously approved 5-0.

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

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

Note: The meeting adjourned at 9:15 p.m.