

BOARD OF SELECTMEN

September 6, 2016

Needham Town Hall

Revised Agenda

Note: Agenda subject to revision, start times are approximate and agenda items may be discussed at earlier or later times.

	7:00	Informal Meeting with Citizens <i>One or more members of the Board of Selectmen will be available before the start of the public meeting 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.	7:15	Recognition of Freia David
2.	7:20	Public Hearings- Eversource Energy: - Central Avenue - 1689 Central Avenue - Greendale Avenue • Maureen Carroll, Eversource Representative
3.	7:25	Eversource West Roxbury to Needham Reliability Project • Jack Lopes – Community Relations • Domenic Nicotera – Project Manager • Chris Rodstrom – Right of Way Specialist • Mike Howard - Epsilon Associates (Eversource Consultant)
4.	7:45	Change of Manager – New Garden Restaurant • Raymond So, Proposed Manager
5.	7:55	Barriers to Elderly Housing • Tim McDonald, Director Public Health • Lynn Schoeff, Public Health Coordinator • Jamie Gutner, Executive Director, Council on Aging
6.	8:25	Budget Consultation: FY2018 – 2022 Pro Forma • David Davison, Assistant Town Manager/Director of Finance
7.	9:10	Town Manager • Electronic Signboard Policy • October 2016 Special Town Meeting Positions on Warrant Articles • Accept Conservation Restriction
8.	9:30	Board Discussion • Minuteman School Referendum • Noise By-Law

APPOINTMENTS

1.	Technology Advisory Board	Kerry Hurwitsch (term expires 6/30/2019)
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CONSENT AGENDA *=Backup attached

1.	Accept the following donations made to the Needham Community Revitalization Trust fund: \$1000 from the New Years Needham Committee for the 2016 Banner cycle and \$1500 from Needham Public Library.				
2.*	Water & Sewer Abatement Order #1222				
3.*	Approve and sign letters to private trash haulers working inside of Needham regarding placement of items on streets and sidewalks.				
4.*	Approve a Special One Day Wines & Malt Beverages license for Mark McDonough of the Needham Exchange Club to hold its Oktoberfest event on Saturday, October 22, 2016 from 7:00 p.m. to 10:45 p.m. The event will be held in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham.				
5.	Grant permission for the following residents to hold block parties:				
Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Ratify -Eileen Smith	21 LaSalle Road	LaSalle Road	9/4/16	9/5/16	4pm-11pm
Stephanie Arendell	41 Kimball Street	Grant St between Kimball & School	9/10/16	9/11/16	4pm-7pm
Liz Lawlor	76 Howland Street	Pleasant St. between Kimball & Howland	9/10/16	9/11/16	4pm-7pm
Judith Gragg	115 Dawson Drive	Cul-de-sac on Dawson Drive	9/11/16	9/18/16	4pm-7pm
Julie Middleton	74 Henderson St.	Miller Street	9/17/16	N/A	3pm-10pm
Claudette Shea	107 Grosvenor Rd	Grosvenor Rd	9/17/16	9/24/16	4pm-8pm
Kim Stone	45 Greendale Ave	Park St between Greendale & Webster	9/17/16	N/A	4pm-8pm
Beth Champagne	37 Ware Road	Ware Road	9/17/16	N/A	2pm-9pm
Sue Pouliot	54 Eaton Road	54 Eaton Rd	9/24/16	9/25/16	4pm-8pm
Rhonda Silva	7 Berkshire Road	34 Berkshire Road	9/24/16	N/A	3pm-5pm
Mia Rizzo	64 Pinewood Road	Pinewood Road	9/24/16	10/1/16	3pm-9pm
Dale McCarthy	72 Stevens Road	Stevens Road	9/25/16	10/2/16	4pm-6:30pm
Holly Charbonnier	94 Sachem Road	Davonport Rd	10/1/16	N/A	2pm-6pm
Marianne McGowen	185 Maple Street	Maple St., south of Oak St.	9/17/16	N/A	4pm-9pm
Kara Collin	57 Broad Meadow Road	Broad Meadow Road	9/17/16	N/A	2pm-9pm
Kate Deeley	61 Kenney Street	Lois Lane/Barbara Road	9/17/16	9/18/16	3pm-11pm
Lauren Baum	73 Stewart Road	Stewart Road	9/17/16	N/A	5pm-11pm
Jennifer Adler	85 Mayflower Road	Mayflower Road	9/10/16	9/11/16	4pm-8pm

Certificate Of Appreciation

From The
Town of Needham, Massachusetts
Board of Selectmen

Awarded to:

FREIA DAVID

**In recognition of 32 years of cheerful and
outstanding customer service to the residents of and
visitors to the Needham McDonald's restaurant.**

Signed this 6th day of September, 2016



Matthew D. Borrelli, Chairman

Marianne B. Cooley, Vice Chairman

Daniel P. Matthews, Clerk

John A. Bulian

Maurice P. Handel



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

MEETING DATE: 09/06/2016

Agenda Item	Public Hearing- Eversource Energy: Central Avenue
Presenter(s)	Maureen Carroll, Eversource Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED Eversource Energy requests permission to install 14 feet of conduit in Central Avenue. This work is necessary to provide underground electric service to a new residential development off Central Avenue, Needham. The Department of Public Works has approved this petition, based on Eversource Energy'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.	<table border="1" style="width: 100%;"><tr><td style="width: 70%;">VOTE REQUIRED BY BOARD OF SELECTMEN</td><td style="width: 15%; text-align: center;">YES</td><td style="width: 15%; text-align: center;">NO</td></tr></table> <u>Suggested Motion:</u> Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install 14 feet of conduit in Central Avenue. This work is necessary to provide underground electric service to a new residential development off Central Avenue, Needham.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO		
3.	<table border="1" style="width: 100%;"><tr><td style="width: 70%;">BACK UP INFORMATION ATTACHED</td><td style="width: 15%; text-align: center;">YES</td><td style="width: 15%; text-align: center;">NO</td></tr></table> (Describe backup below) a. Letter of Application b. Petition c. Order d. Petition Plan e. Notice Sent to Abutters f. List of Abutters	BACK UP INFORMATION ATTACHED	YES	NO
BACK UP INFORMATION ATTACHED	YES	NO		

EVERSOURCE
ENERGY

200 Calvary Street
Waltham, Ma 02453

July 28, 201⁶

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

RE: 1001-1015
Central Avenue
Needham, MA
W.O. #2144279

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install 14 ± feet of conduit in Central Avenue.

The reason for this work is to provide underground electric service to a new residential development off Central Avenue.

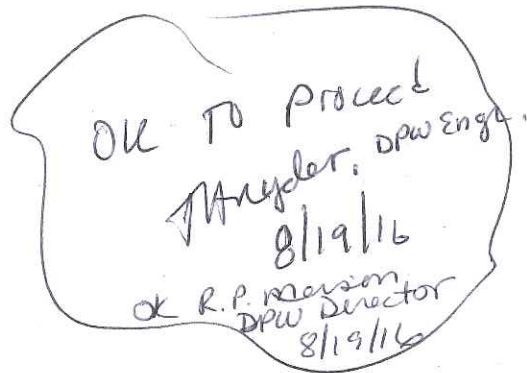
If you have any further questions, contact Maureen Carroll @ (781) 314-5053.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours,



William D. Lemos, Supervisor
Rights and Permits

WDL/kj
Attachments



OK TO Proceed
Dwyer, DPW Eng.
8/19/16
OK R.P. Mason
DPW Director
8/19/16

**PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS AND MANHOLES**

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

Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** 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 July 26, 2016** and filed herewith, under the following public way or ways of said Town:

Central Avenue - **Northerly from pole 8/129 approximately 204 feet southwest of Meetinghouse Circle a distance of 14 ± feet of conduit.**

(W.O. 2144279)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

BY



William D. Lemos

Rights & Permits, Supervisor

Dated this 28th day of July

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2016

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** 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 dba EVERSOURCE ENERGY** 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:

Central Avenue - Northerly from pole 8/129 approximately 204 feet southwest of Meetinghouse Circle a distance of 14 ± feet of conduit.

(W.O. 2144279)

Hearing Required

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 July 26, 2016** 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

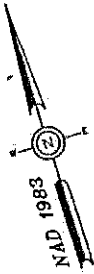
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven 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 _____ 2016 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 _____, 2016 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



INSTALL 2 - 4" PVC PIPES
TYPE EB IN CONCRETE
SECTION 2 FIG. 1

14'±

APPROX. PT.
OF PICKUP

CENTRAL AVE

8/129

8/130

8/128

204' TO MEETINGHOUSE CIR.

SECTION - 2
STREET SURFACE

3'-0" MIN.

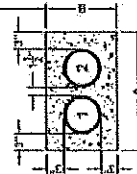


FIG. 1 2-DUCTS

FIG.	DIMENSIONS		DISTANCE		DISTANCE	
	Feet	Inches	Feet	Inches	Feet	Inches
1	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
2	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
3	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
4	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
5	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
6	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
7	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
8	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
9	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
10	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
11	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
12	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
13	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
14	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"
15	10'-0"	10'-0"	11'-0"	11'-0"	2'-0"	2'-0"

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND IS MADE BY THE COMPANY FOR THE ACCURACY OF THE INFORMATION. THE COMPANY AND ITS EMPLOYEES, AGENTS, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE COMPANY. ANY SUCH REPRODUCTION OR TRANSMISSION WITHOUT THE WRITTEN PERMISSION OF THE COMPANY IS PROHIBITED.

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

60

30

SCALE IN FEET

NSTAR EVERSOURCE
ELECTRIC
7/10/16

1163 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of CENTRAL AVE.

NEEDHAM

Showing PROPOSED CUSTOMER CONDUIT LOCATION

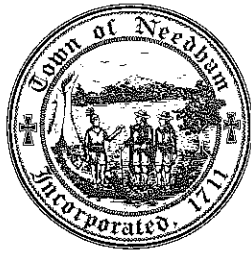
Proposed Structures: MR

Approved: A DEBENEDICTIS

Scale 1"=30'

Date JULY 26, 2016

SHEET 1 of 1



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 September 6, 2016** upon petition of Eversource Energy dated **July 28, 2016** to install 14 feet of conduit in Central Avenue. This work is necessary to provide underground electric service to a new residential development off Central Avenue, Needham.

A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Eversource Energy representative, Maureen Carroll, at 781-314-5053.

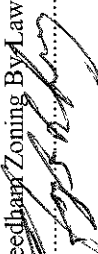
Matthew D. Borrelli
Marianne B. Cooley
Daniel P. Matthews
John A. Bulian
Maurice P. Handel

BOARD OF SELECTMEN

Dated: August 22, 2016

1019 CENTRAL AVE

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	STATE	ZIP	PARCEL ID	PROPERTY ADDRESS
DORE, LAUREN E. & MACCAGNONO, RICHARD R. BABSON COLLEGE	DORE, ALBERT C.	1018 CENTRAL AVE 208 HAYDEN ROW ST 231 FOREST ST	NEEDHAM HOPKINTON BABSON PARK MA	MA MA MA	02492 01748 02457	1991270001300000 1991270001400000 19930900001100000	1018 CENTRAL AVE 1028 CENTRAL AVE 46 BURRILL LN
BOYNTON, ROBERT F., TR & RRNIR LLC.	BOYNTON, JAMES R., TR	21 TUBWRECK DR 227 BRIDLE TRAIL RD	DOVER NEEDHAM	MA MA	02030 02492	1991270001600000 19912000002200000	1038 CENTRAL AVE 1001 CENTRAL AVE
DIMAN, MARGARET C. DIROCCO, DENISE C. RRNIR LLC		1025 CENTRAL AVE 1019 CENTRAL AVENUE 227 BRIDLE TRAIL RD	NEEDHAM NEEDHAM NEEDHAM	MA MA MA	02492 02492 02492	1991200001900000 19912000002000000 19912000002100000	1025 CENTRAL AVE 1019 CENTRAL AVE 1015 CENTRAL AVE
PAVASARIS, WALTER M. + PRI NEHOIDEN GLEN LLC	PAVASARIS, BEVERLY A. C/O WINGATE MANAGEMENT COMPANY	7 MEETINGHOUSE CIR 100 WELLS AVE	NEEDHAM NEWTON	MA MA	02492 02459	1991270001200000 1991200001300000	7 MEETINGHOUSE CIR 1035 CENTRAL AVE

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: 09/06/2016

Agenda Item	Public Hearing- Eversource Energy: 1689 Central Avenue
Presenter(s)	Maureen Carroll, Eversource Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Eversource Energy requests permission to install about 8 feet of conduit in Central Avenue. This work is necessary to provide underground electric service to 1689 Central Avenue, Needham. The Department of Public Works has approved this petition, based on Eversource Energy'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 Eversource Energy to install about 8 feet of conduit in Central Avenue. This work is necessary to provide underground electric service to 1689 Central Avenue, 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			

RECEIVED

August 16, 2016

AUG 17 2016

PUBLIC WORKS
NEEDHAM

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

* 1689

RE: Central Avenue
Needham, MA
W/O #2158358

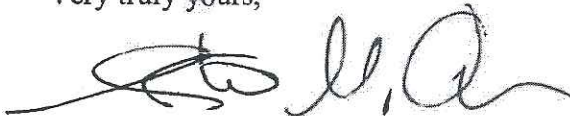
Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install about 8 feet of conduit in Central Avenue.

The reason for this work is to provide underground electric service to 1689 Central Avenue.

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,



Steven M. Owens, Supervisor
Rights and Permits

SMO/kj
Attachments

OK to proceed
Tim Ryden, Asst. Town Engr.
8/25/16
OK R.P. Nelson
PPW Director
8/25/16

**PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS AND MANHOLES**

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

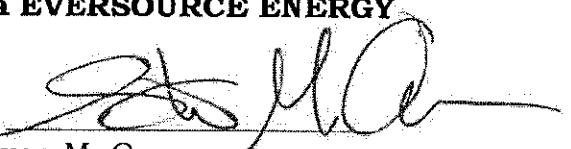
Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

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 August 13, 2016** and filed herewith, under the following public way or ways of said Town:

**Central Avenue – Northwesterly from pole 8/220 approximately 515'
north of Country Way a distance of 8 ± feet of conduit.**

(W.O. #2158358)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

BY 
Steven M. Owens
Rights & Permits, Supervisor

Dated this 16th day of August

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2016

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** 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 dba EVERSOURCE ENERGY** 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:

Central Avenue – Northwesterly from pole 8/220 approximately 515' north of Country Way a distance of 8 ± feet of conduit.

(W.O. #2158358)

Hearing Required

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 August 13, 2016** 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
3
4
5

Board of Selectmen
the Town of
NEEDHAM

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 _____ 2016 at _____ in said Town.

1
2
3
4
5

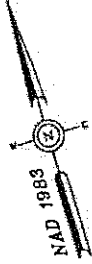
Board of Selectmen
the Town of
NEEDHAM

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 _____, 2016 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

N:\SHARED-mma\6-102\CMAGE\BASELINS\NEENE-CENTRAL.dwg



199/215-0026-0000
1689 CENTRAL AVE
LYONS PETER J &
LYONS ANN K

199/215-0025-0000
1681 CENTRAL AVE
DIMASE ROBERT M. &
ESPADA NATASHA

#1689

#1681

APPROX. PT.
OF PICKUP

CUSTOMER TO INSTALL
1 - 3" PVC PIPES
SCHEDULE 40

8±

8/220

CENTRAL AVE

515'± TO
COUNTRY WAY



SCALE IN FEET

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEENEE NESTAR ELECTRIC COMPANY, NESTAR GAS COMPANY AND ITS VARIOUS AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY, THE "COMPANY") SHALL BE RELEASED FROM LIABILITY FOR ANY AND ALL DAMAGES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING OUT OF OR FROM THE INFORMATION OR RELIANCE UPON IT TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NESTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST CURRENT AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NEENEE NESTAR ELECTRIC COMPANY AND ITS AFFILIATES MAKE NO WARRANTY, EXPRESS OR IMPLIED, REGARDING THE ACCURACY OF THE INFORMATION OR THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN THE INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

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

NEENEE NESTAR ELECTRIC
DIVISION

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of #1689 CENTRAL AVE

NEEDHAM

Showing CUSTOMER TO INSTALL

Proposed Structures: TL

Approved: A DEBENEDICTIS

Date AUGUST 13, 2016

Scale 1"=20'

SHEET 1 of 1

C#

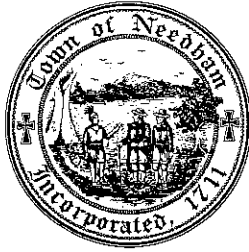
Ward #

Work Order # 2158358

Surveyed by:

Research by:

Plotted by: TL



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 September 6, 2016** upon petition of Eversource Energy dated **August 16, 2016** to install 8 feet of conduit in Central Avenue. The work is necessary to provide underground electric service at 1689 Central Avenue, Needham.

A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Eversource Energy representative, Maureen Carroll, at 781-314-5053.

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

BOARD OF SELECTMEN

Dated: August 26, 2016

1689 CENTRAL AVENUE

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	STATE	ZIP	PARCEL ID	PROPERTY ADDRESS
JONAS, STEPHEN A. & TEMPLE ALYAH, INC.	CLARKE, HOLLY	1652 CENTRAL AVE	NEEDHAM	MA	02492	1992130000400000	1652 CENTRAL AVE
WELCH, DAVID H., WELCH, ROBERT A. & HEIDEMAN, MATTHEW W. & SIXTEEN COUNTRY WAY, LLC	PRIDE, PATRICIA A. HEIDEMAN, NICOLE K.	1664 CENTRAL AVENUE	NEEDHAM	MA	02492	1992130000500000	1664 CENTRAL AVE
SALVUCCI, PAUL & JUDITH A.		1708 CENTRAL AVE	NEEDHAM	MA	02492	1992130000600000	1688 CENTRAL AVE
DAS, ANURAG K. & SCHER, MICHAEL & STEIN, DAVID & WILLS, JOHN III & FISH, AMY BENDER & CONNELLY, BRENDAN J. & KELLY R.	C/O KADAR, ARAN Y. & JESSICA R. DAS, DIVYA C. SCHER, LILLY STEIN, ILENNIA WILLS, JOANNE KARNO FISH, BARRY JON C/O CONNELLY, KELLY R	16 COUNTRY WAY 102 PINE ST 92 PINE STREET 80 PINE ST 70 PINE ST 60 PINE STREET 40 PINE STREET 1653 CENTRAL AVE	NEEDHAM	MA	02492	1992130000700000	1708 CENTRAL AVE
MABARDY, ANITA M., TR DIMASE, ROBERT M. & LYONS, PETER J. & RICCIARDELLI, GARY	ESPADA, NATASHA LYONS, ANN K	1681 CENTRAL AVE 1689 CENTRAL AVE 1695 CENTRAL AVENUE	NEEDHAM	MA	02492	199215000016000000	16 COUNTRY WAY
MCKENCHNIE, SARAH W. TR. ROSS, EDWARD A. & PERKINS, CARL M. & PENNY, CATHERINE KIM & JEAS, ANDREW G & JONAS, STEPHEN A. & TEMPLE ALYAH, INC.	1703 CENTRAL AVE NOMINEE REALTY TR ROSS-KRISTENSEN, INGER PERKINS, ELANA K. PENNY, JOHN J. JR. KAZIANIS, GIA J CLARKE, HOLLY	1663 CENTRAL AVE 1681 CENTRAL AVE 1689 CENTRAL AVE 1695 CENTRAL AVENUE 1703 CENTRAL AVE 1711 CENTRAL AVE 1719 CENTRAL AVE 285 CHARLES RIVER ST 299 CHARLES RIVER ST 1652 CENTRAL AVE 1664 CENTRAL AVENUE	NEEDHAM	MA	02492	199215000027000000	102 PINE ST
WELCH, DAVID H., WELCH, ROBERT A. & HEIDEMAN, MATTHEW W. & SIXTEEN COUNTRY WAY, LLC	PRIDE, PATRICIA A. HEIDEMAN, NICOLE K.	1708 CENTRAL AVE	NEEDHAM	MA	02492	199215000028000000	92 PINE ST
SALVUCCI, PAUL & JUDITH A.		16 COUNTRY WAY	NEEDHAM	MA	02492	199215000029000000	80 PINE ST
DAS, ANURAG K. & SCHER, MICHAEL & STEIN, DAVID & WILLS, JOHN III & FISH, AMY BENDER & CONNELLY, BRENDAN J. & KELLY R.	C/O KADAR, ARAN Y. & JESSICA R. DAS, DIVYA C. SCHER, LILLY STEIN, ILENNIA WILLS, JOANNE KARNO FISH, BARRY JON C/O CONNELLY, KELLY R	102 PINE ST 92 PINE STREET 80 PINE ST 70 PINE ST 60 PINE STREET 40 PINE STREET 1653 CENTRAL AVE	NEEDHAM	MA	02492	199215000030000000	70 PINE ST
MABARDY, ANITA M., TR DIMASE, ROBERT M. & LYONS, PETER J. & RICCIARDELLI, GARY	ESPADA, NATASHA LYONS, ANN K	1663 CENTRAL AVE 1681 CENTRAL AVE 1689 CENTRAL AVE 1695 CENTRAL AVENUE	NEEDHAM	MA	02492	199215000031000000	60 PINE ST
MCKENCHNIE, SARAH W. TR. ROSS, EDWARD A. & PERKINS, CARL M. & PENNY, CATHERINE KIM & JEAS, ANDREW G &	1703 CENTRAL AVE NOMINEE REALTY TR ROSS-KRISTENSEN, INGER PERKINS, ELANA K. PENNY, JOHN J. JR. KAZIANIS, GIA J	1703 CENTRAL AVE 1711 CENTRAL AVE 1719 CENTRAL AVE 285 CHARLES RIVER ST 299 CHARLES RIVER ST	NEEDHAM	MA	02492	199215000032000000	40 PINE ST
			NEEDHAM	MA	02492	199215000033000000	1663 CENTRAL AVE
			NEEDHAM	MA	02492	199215000034000000	1681 CENTRAL AVE
			NEEDHAM	MA	02492	199215000035000000	1689 CENTRAL AVE
			NEEDHAM	MA	02492	199215000036000000	1695 CENTRAL AVE
			NEEDHAM	MA	02492	199215000037000000	1703 CENTRAL AVE
			NEEDHAM	MA	02492	199215000038000000	1711 CENTRAL AVE
			NEEDHAM	MA	02492	199215000039000000	1719 CENTRAL AVE
			NEEDHAM	MA	02492	199215000040000000	285 CHARLES RIVER ST
			NEEDHAM	MA	02492	199215000041000000	299 CHARLES RIVER ST

Certified as list of parties in interest under Mass. General Laws and Needham Zoning Bylaw, to the Best of our knowledge
for the Needham Board of Assessors.....



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

MEETING DATE: 09/06/2016

Agenda Item	Public Hearing- Eversource Energy: Greendale Avenue
Presenter(s)	Maureen Carroll, Eversource Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Eversource Energy requests permission to install about 124 feet of conduit in Greendale Avenue. This work is necessary to provide underground electric service to a new residential development off Greendale Avenue, Needham. The Department of Public Works has approved this petition, based on Eversource Energy’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 Eversource Energy to install about 124 feet of conduit in Greendale Avenue. This work is necessary to provide underground electric service to a new residential development off Greendale Avenue, 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			

RECEIVED

August 17, 2016

AUG 17 2016

**PUBLIC WORKS DEPT.
NEEDHAM, MA**

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

RE: Greendale Avenue
Needham, MA
W/O #2130418

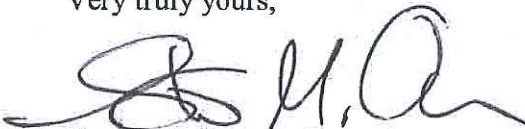
Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install about 124 feet of conduit in Greendale Avenue.

The reason for this work is to provide underground electric service to a new residential development off Greendale Avenue.

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,



Steven M. Owens, Supervisor
Rights and Permits

OK to proceed
m. Ryder Asst. Town Engr.
9/25/16
OK R.P. Mawson
DPW Director
8/25/16

SMO/kj
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS AND MANHOLES**

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

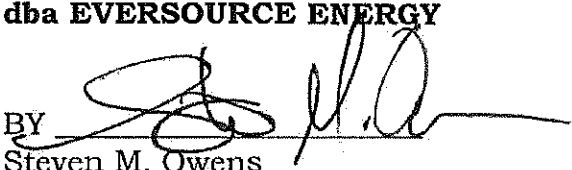
Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

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 August 10, 2016** and filed herewith, under the following public way or ways of said Town:

- Greendale Avenue - Northeasterly from pole 24/85 approximately 315 feet southeast of Bird Street a distance of 63 ± feet of conduit**
- Greendale Avenue - Northeasterly from pole 24/86 approximately 413 feet southeast of Bird Street a distance of 61 ± feet of conduit**

(W.O. #2130418)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

BY 
Steven M. Owens
Rights & Permits, Supervisor

Dated this 16th day of August

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2016

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** 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 dba EVERSOURCE ENERGY** 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:

Greendale Avenue - Northeasterly from pole 24/85 approximately 315 feet southeast of Bird Street a distance of 63 ± feet of conduit

Greendale Avenue - Northeasterly from pole 24/86 approximately 413 feet southeast of Bird Street a distance of 61 ± feet of conduit

(W.O. #2130418)

Hearing Required

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 August 10, 2016** 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 _____ 2016 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 _____, 2016 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

PARCEL ID 199/018.0-0043-0000.0
0 GREENDALE AVE
BORIS, VINCENT P & MARY D
692 GREENDALE AVE
NEEDHAM, MA. 02492

APPROX. PT.
OF PICKUP

2 - 4" PVC PIPES
TYPE EB IN CONCRETE

GREENDALE AVE

_____ 8" GAS _____
 _____ DRAIN _____
 _____ 12" WATER _____

—DRAIN—
—12" WATER—

315' TO BIRD ST
" SEWER 6" WATER

____" SEWER _____ 6" WATER _____

PARCEL ID 199/018.0-0022--0000.0

PARCEL ID 199/018.0-0023-0000.0
707 GREENDALE AVE
MCGRATH, KEVIN J
707 GREENDALE AVE
NEEDHAM, MA. 02492

PARCEL ID 199/018.0-0024-0000.0
715 GREENDALE AVE
MARK ANDREW C.
SMITH, MARK E.
715 GREENDALE AVE
NEEDHAM, MA. 02492

Pilot	4° North				6° South			
	1000 h	1200 h	1400 h	1600 h	1000 h	1200 h	1400 h	1600 h
1	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
2	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
3	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
4	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
5	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
6	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
7	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
8	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
9	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
10	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
11	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
12	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
13	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
14	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
15	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
16	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
17	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
18	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
19	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41
20	1.34	1.34	1.34	1.34	1.41	1.41	1.41	1.41

SECTION - 2

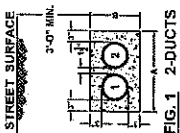


FIG. 1 2-DUCTS

ANSTAR ELECTRIC
EVERSOURCE

C# 127-16
Ward #

BY YOUR USE OF THE INFORMATION CONTAINED AT THIS WEB, YOU AGREE THAT NO INFORMATION IS BEING
MADE AVAILABLE OR OFFERED, IN EXCHANGE WITH RESPONSE TO THE INFORMATION, INCLUDING INFORMATION
COMPANY, BECAUSE GAS COMPANY FROM ITS HARBOR, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS OR
EMPLOYEES OR AGENTS SOLELY (COLLECTIVELY THE "USING THE WEBSITE") SHALL BE LIABLE FOR ANY LOSS OF

THEY SAY IN COUNCILS NOW

BE YOUR USE OF THE ABOVE
 WORD, UNLESS OR OTHERWISE,
 COMPANY, FUTURE GAS COMPANY,
 EMPLOYEES OR AGENTS (CONTINUED)

1

1

1

1

[illegible]

一	二	三	四	五
六	七	八	九	十

六	五	四	三	二	一
六	五	四	三	二	一

3'-0" MIN.

SINCE



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 September 6, 2016** upon petition of Eversource Energy dated **August 16, 2016** to install about 124 feet of conduit in Greendale Avenue. The work is necessary to provide underground electric service to a new residential development off Greendale Avenue, Needham.

A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Eversource Energy representative, Maureen Carroll, at 781-314-5053.

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

BOARD OF SELECTMEN

Dated: August 26, 2016

692 GREENDALE AVE

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	STATE	ZIP	PARCEL ID	PROPERTY ADDRESS
BRAVERMAN, MAXIM & HARWOOD, PAULETTE F., TR	BRAVERMAN, JULIA	22 PETRINI CIRCLE	NEEDHAM	MA	02492	1990180001500000	22 PETRINI CIR
FLAHERTY, MICHAEL S. & STEINBOK, VALERY +	FLAHERTY, CATHERINE S	16 PETRINI CIR	NEEDHAM	MA	02492	1990180001600000	16 PETRINI CIR
KAQ, SHYAN-YUAN & OGLETREE, DAVID E. &	STEINBOK, ZINAIDA	12 PETRINI CIR	NEEDHAM	MA	02492	1990180001700000	12 PETRINI CIR
CIVITA, CARLO P., III + MICHELIE, PRISCILLA C.	CHEN, YAHUA	8 PETRINI CIR	NEEDHAM	MA	02492	1990180001800000	8 PETRINI CIR
MCGRATH, KEVIN J	OGLETREE, JULIE M.	26 BIRD ST	NEEDHAM	MA	02492	1990180001900000	26 BIRD ST
MARK, ANDREW C. & HOWELL, MATTHEW A. & ELIZABETH P.	CIVITA, MARYELLEN	12 BIRD ST	NEEDHAM	MA	02492	1990180002000000	12 BIRD ST
PATACCHIOLA, CARMELA M.	C/O CONNELLY, PATRICIA MARY	693 GREENDALE AVENUE	NEEDHAM	MA	02492	1990180002100000	693 GREENDALE AVE
BORIS, VINCENT P. + BORIS, MARY D & HUNTER, MARIANNE B.	SMITH, MARK E.	701 GREENDALE AVE	NEEDHAM	MA	02492	1990180002200000	701 GREENDALE AVE
VALLONE, CHRISTOPHER L. & VALLONE, CHRISTOPHER L. &	HOWELL TRUST	707 GREENDALE AVE	NEEDHAM	MA	02492	1990180002300000	707 GREENDALE AVE
KRAWIECKI, JAMES	C/O SS PROPERTIES LLC	715 GREENDALE AVE	NEEDHAM	MA	02492	1990180002400000	715 GREENDALE AVE
TESS, CHRISTOPHER M. & MUSIAK, WILLIAM J JR. &	1 APRIL LN APT 33	721 GREENDALE AVE	NEEDHAM	MA	02492	1990180002500000	721 GREENDALE AVE
STALEY, ROBERT F., JR + CIANCARELLI, PAUL &	BORIS, MARY D.	692 GREENDALE AVE	LEXINGTON	MA	02421	1990180002600000	729 GREENDALE AVE
OSULLIVAN, JOHN D & COUGHLIN, EDWARD J. & JULIE	BORIS, MARY D.	30 BIRD ST	NEEDHAM	MA	02492	1990180002700000	0 GREENDALE AVE
TOBIN, MICHAEL T & TOWN OF NEEDHAM	VALLONE, NICOLE L.	30 BIRD ST	NEEDHAM	MA	02492	1990180002800000	692 GREENDALE AVE
	VALLONE, NICOLE L.	30 BIRD ST	NEEDHAM	MA	02492	1990180002900000	30 BIRD ST
	TESS, ANJALA V.	664 GREENDALE AVE	NEEDHAM	MA	02492	1990190000300000	0 BIRD ST
	MUSIAK, JESSICA K.	7 RYBURY HILLWAY	NEEDHAM	MA	02492	1990190000400000	664 GREENDALE AVE
	STALEY, MONICA K.	23 RYBURY HILLWAY	NEEDHAM	MA	02494	1990190000500000	7 RYBURY HILLWAY
	CIANCARELLI, KATELYN	663 GREENDALE AVE	NEEDHAM	MA	02492	1990190000600000	23 RYBURY HILLWAY
	OSULLIVAN, JOAN	5 BIRD ST	NEEDHAM	MA	02492	1990190000700000	663 GREENDALE AVE
	C/O COUGHLIN, EDWARD J. & JULIE A. TRS	19 BIRD ST	NEEDHAM	MA	02492	1990200000720000	5 BIRD ST
	TOBIN, PATRICIA L	11 BIRD ST	NEEDHAM	MA	02492	1990200000730000	19 BIRD ST
		20 RYBURY HILLWAY	NEEDHAM	MA	02492	1990200000750000	11 BIRD ST
		1471 HIGHLAND AVE	NEEDHAM	MA	02492	1990570000100000	20 RYBURY HILLWAY
							0 CHENEY ST

Certified as list of parties in interest under Mass. General Laws and Needham Zoning ByLaw, to the Best of our knowledge
for the Needham Board of Assessors



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

MEETING DATE: 9/6/2016

Agenda Item	Eversource West Roxbury to Needham Reliability Project
Presenter(s)	Jack Lopes - Community Relations Domenic Nicotera - Project Manager Chris Rodstrom - Right of Way Specialist Mike Howard - - Epsilon Associates (Eversource Consultant)

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Representatives of Eversource and its consultant, Epsilon Associates will update the Board on the progress of the right of way reliability project. At its meeting on August 22nd, the Park and Recreation Commission voted to recommend the granting of a thirty foot perpetual, non-exclusive easement on the land known as the "Gravel Pit." The authorization for the granting of the easement is included on the warrant for the October 5, 2016 Special Town Meeting.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a. PowerPoint: West Roxbury to Needham Reliability Project, Town of Needham Board of Selectmen Presentation, September 6, 2016			

Project Update West Roxbury to Needham Reliability Project

**Town of Needham Board of Selectmen Presentation
September 6, 2016**

Agenda

- Review of Project Need & Benefits
- Overview of Proposed Transmission Line Route(s)
- Review of Route & Work Proposed on Municipal
Gravel Pit Parcel
- Town Meeting Warrant & Easement Update
- Permitting Update
- Next Steps
- Schedule Update

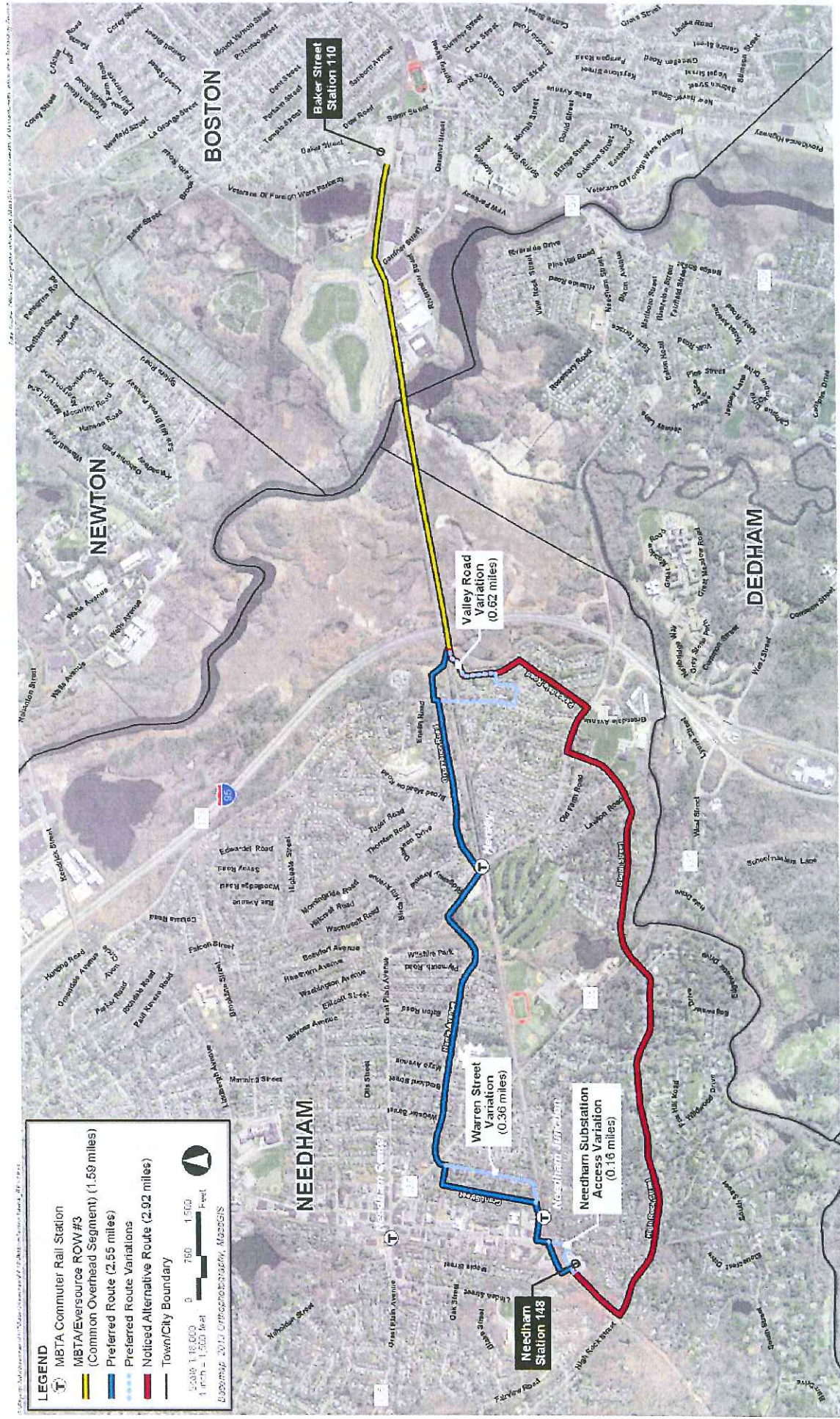
West Roxbury to Needham Reliability Project

Project Need & Benefits

- Eversource's transmission system is not able to maintain supply to ~65,000 customers in the western Boston suburbs under certain operating conditions.
- Separating the existing 115-kV double circuit tower ("DCT") overhead transmission lines between the Baker Street Substation and the Needham Substation will mitigate potential area overloads and will significantly reduce the number of customers that are exposed to sustained loss of service.
- The Project will have numerous public benefits, the primary of which will be to satisfy the transmission need determined by ISO-NE. In addition to satisfying this need, the Project will provide property taxes in each municipality along the route. It will also provide construction jobs for one to two years, with attendant secondary benefits to local businesses.

West Roxbury to Needham Reliability Project Preferred and Noticed Alternative Routes

EVERSOURCE
ENERGY



West Roxbury to Needham Reliability Project

EVERSOURCE

Figure 1-2
Aerial Locus Map

Preferred UG Route (~2.6 miles)

- Greendale Avenue (via municipal “Gravel Pit” parcel)
- Grosvenor Road
- Broad Meadow Road
- Great Plain Avenue
- Harris Avenue
- School Street
- Grant Street
- Junction Street
- Chestnut Street

Noticed Alternative UG Route (~3.0 miles)

- Valley Road (via Greendale Avenue Park Land)
- Peacedale Road
- Great Plain Avenue
- South Street
- High Rock Street
- West end of ROW to Needham Substation (via High Rock Street)

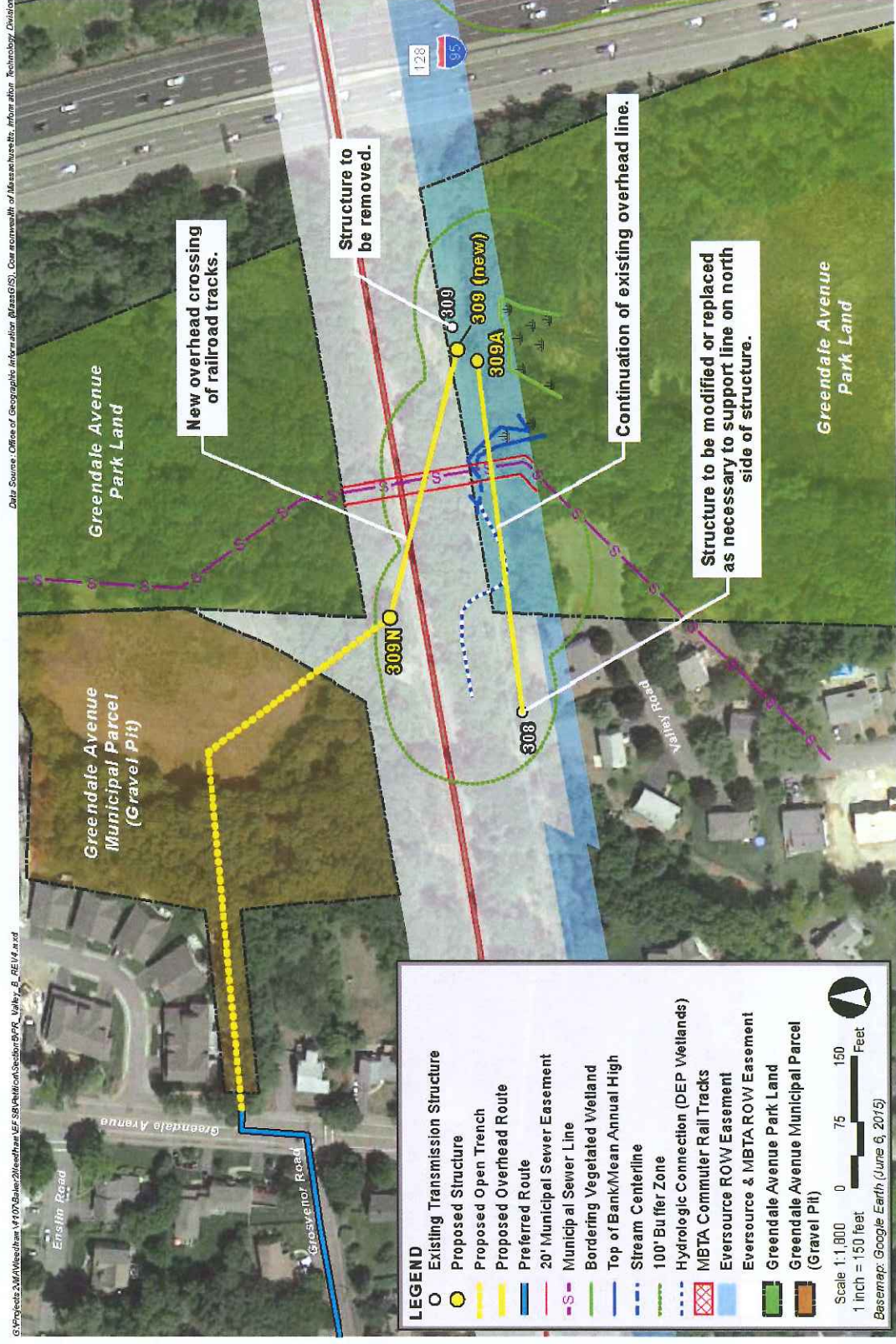
Potential Variations to Preferred Route

- Valley Road (via municipal “Gravel Pit” parcel)
- Intervale Road
- Warren Street (in lieu of Grant Street)

Overhead to Underground Transition Point at Valley Road Area

- Eversource has been working diligently and in close partnership with the Town to avoid impacts to the maximum extent practicable to the densely developed residential neighborhoods bordering the ROW west of the Valley Road area and the Town in general.
- To address the Town's concerns, Eversource is proposing to exit the existing ROW with the proposed transmission line at the first practicable location prior to reaching the residential neighborhoods beginning at the Valley Road cul de sac and transitioning to underground transmission line construction on primarily municipal streets.
- Two design options and one route variation are being proposed by Eversource to exit the ROW at Valley Road.

Overhead to Underground Transition Point at Valley Road (Preferred Design - OH SPAN of MBTA TRACKS)



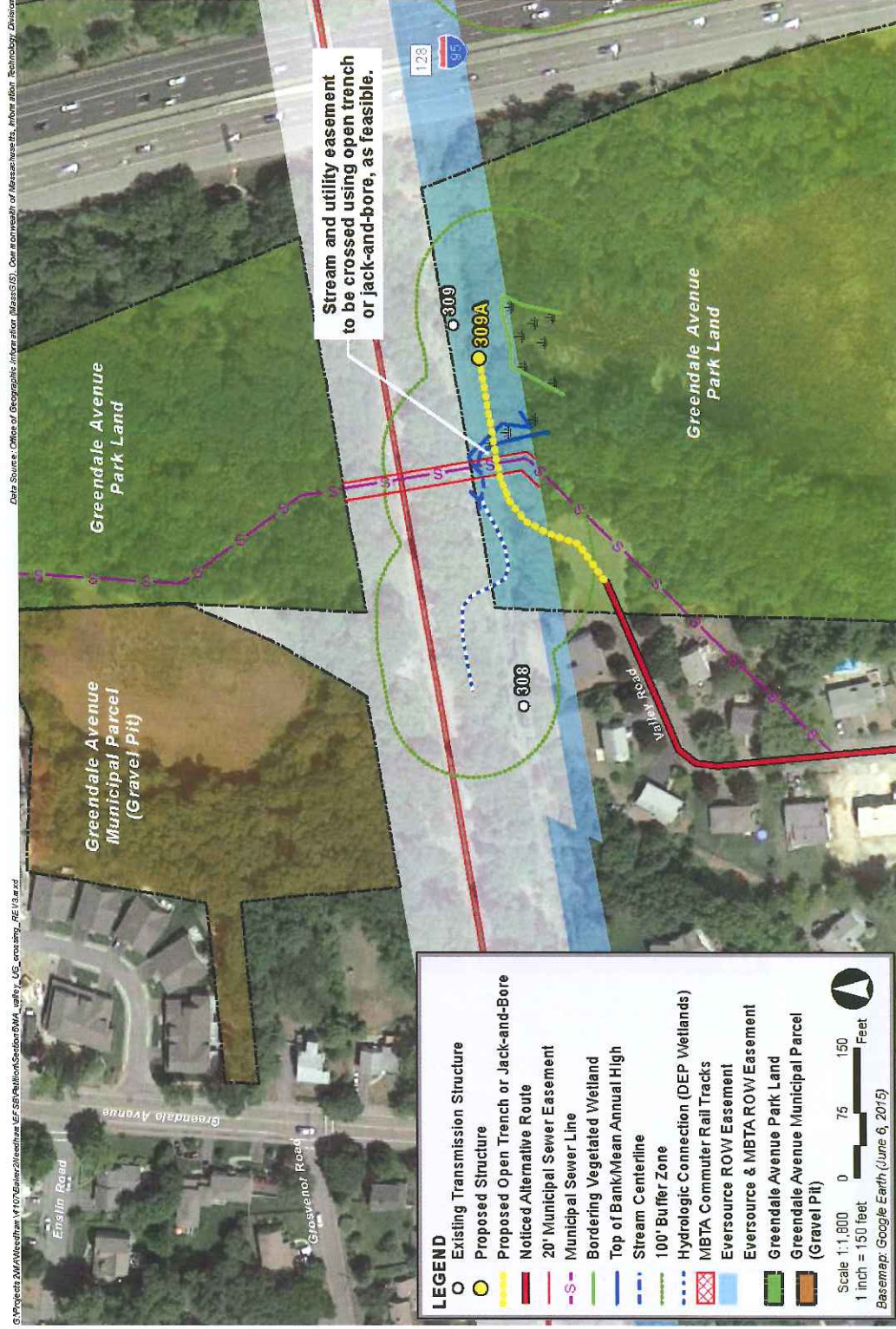
West Roxbury to Needham Reliability Project

EVERSOURCE
ENERGY



EVERSOURCE

Overhead to Underground Transition Point at Valley Road (ROUTE VARIATION ONTO VALLEY ROAD)



West Roxbury to Needham Reliability Project

EVERSOURCE
ENERGY



Figure 1

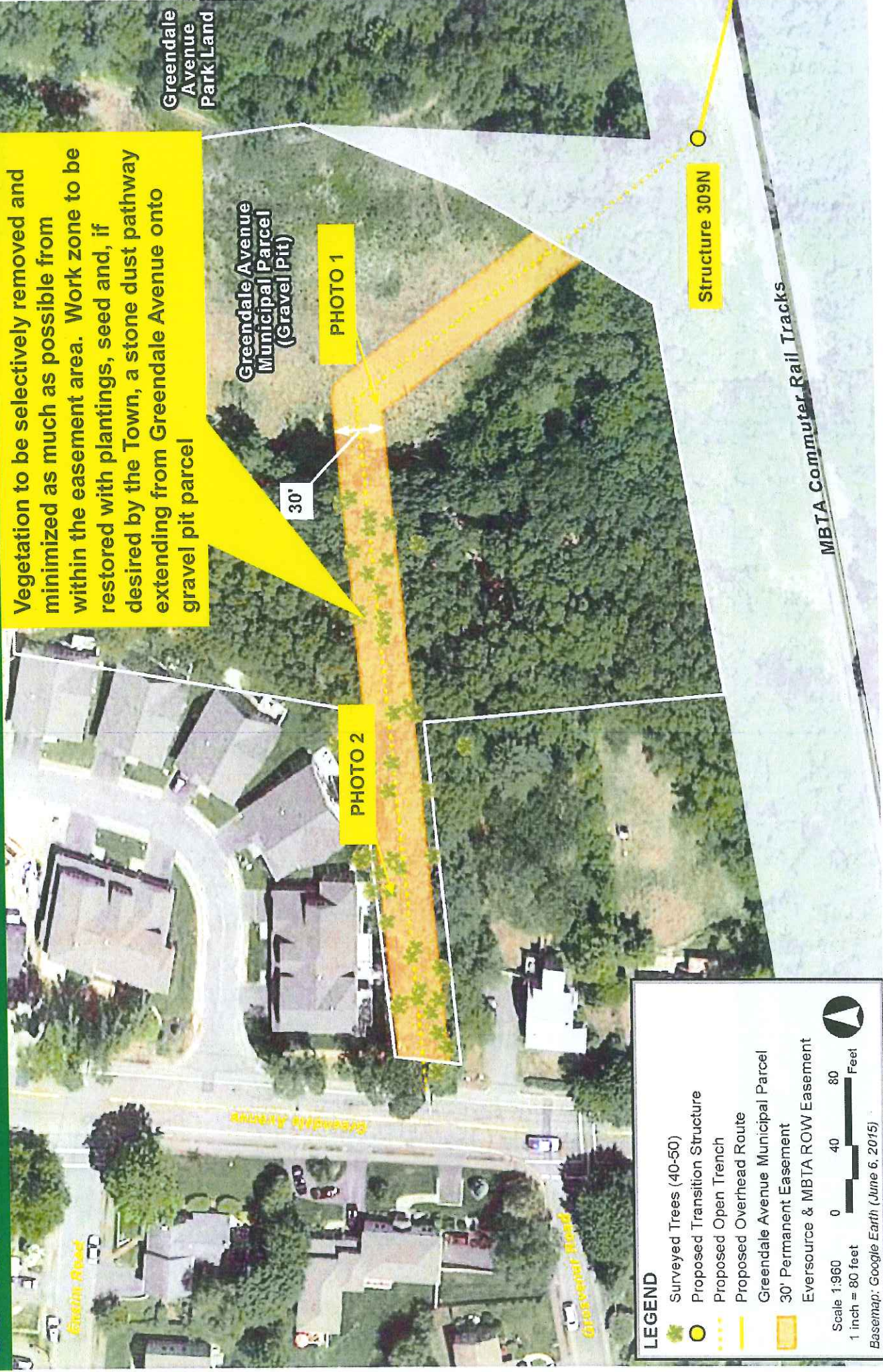
Proposed 30-foot Wide Easement to Install and Maintain UG Transmission Line on Gravel Pit Parcel



Approximate Locations of Trees within 30-foot Wide Easement

EVERSOURCE
ENERGY

Vegetation to be selectively removed and minimized as much as possible from within the easement area. Work zone to be restored with plantings, seed and, if desired by the Town, a stone dust pathway extending from Greendale Avenue onto gravel pit parcel



LEGEND

- Surveyed Trees (40-50)
- Proposed Transition Structure
- Proposed Open Trench
- Proposed Overhead Route
- Greendale Avenue Municipal Parcel
- 30' Permanent Easement
- Eversource & MBTA ROW Easement

Scale 1:960 0 40 80 Feet
1 inch = 80 feet

Basemap: Google Earth (June 6, 2015)

View of Existing Conditions on Gravel Pit Parcel Knoll

EVERSOURCE
ENERGY



PHOTO 1

View of Existing Conditions on Gravel Pit Parcel onto
Greendale Avenue

EVERSOURCE
ENERGY



PHOTO 2

West Roxbury to Needham Reliability Project Permitting Update

- EFSB Petition Filed – **June 15, 2016**
- MEPA ENF Filed – **June 15, 2016**
- MEPA Certificate on ENF Issued – **July 22, 2016**
- Parks and Recreation Commission Formally Voted to Endorse Warrant Article for 30-foot Easement – **August 22, 2016**
- EFSB Public Statement Hearing – **September 27, 2016**
- Permits obtained for geotechnical boring and data collection for OH transmission line structure foundations (work is underway)
– **May through August 2016.**
- Town Meeting Vote to Secure Easement – **October 7, 2016**

West Roxbury to Needham Reliability Project Next Steps

- Advance design details of OH and UG transmission line segments including permitting & approvals for UG geotechnical data collection work in local streets;
- Develop framework for “Host Community Agreement” in consultation with Town Officials;
- Ongoing outreach with residents and other stakeholders;
- Continue to work through the MEPA EIR and EFSB Petition review processes including ongoing coordination with affected municipalities and other stakeholders; and
- Commence environmental permitting efforts (local, state, federal).

West Roxbury to Needham Reliability Project Schedule Update

- Assuming receipt of all necessary permits and approvals, construction of the transmission line is anticipated to commence in 2017.
- Construction is anticipated to occur over an 18-month period, and to be completed by the end of 2018.

Proactive Municipal and Community Outreach Throughout Project Duration

Stakeholders

- Municipal officials
- State and federal elected officials and agencies
- Property owners & tenants
- Businesses
- Community Groups

Project Communication for Municipalities

- Briefings & Presentations

Project Communication for the Public

- News Releases/Media Advisories
- Door to door outreach, including door hangers
- Transmission 1-800-Hotline
- Project e-mail
- Customer letters



Contact Information

Jack Lopes
Community Relations Specialist
508-660-5251

Jack.Lopes@eversource.com



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

MEETING DATE: 2/9/2016

Agenda Item	Change of Manager – New Garden Restaurant
Presenter(s)	King Pui (Raymond) So, Proposed Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
New Garden, Inc., d/b/a New Garden Restaurant, 40 Chestnut Place, has submitted an application for a change in manager. Our review indicates that Mr. So meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol. The additional filing materials seem in order.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
Suggested Motion: <i>Move that the Board of Selectmen approve and sign an application for a Change in Manager to King Pui So for New Garden Restaurant, 40 Chestnut Place, Needham and to forward this application to the ABCC for approval.</i>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
1. Amendment Application for a Change of Manager 2. Applicant's Statement 3. Vote of the Corporate Board All other documents related to these transactions are on file in the Town Manager's Office			



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

AMENDEMENT APPLICATION FOR A CHANGE OF MANAGER

2016 AUG 23 A 10:40

1. NAME OF LICENSEE (Business Contact)

New Garden Inc., DBA New Garden Restaurant

ABCC License Number

77000004

City/Town of Licensee

Needham

2. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name: King

Middle: Pui

Last Name: So

Title: Owner

Primary Phone: 781.367.3380

Email: soraymond@msn.com

3. BUSINESS CONTACT

Entity Name:

Primary Phone:

Fax Number:

Alternative Phone:

Email:

Business Address (Corporate Headquarters)

Street Number: 40

Street Name: Chestnut Place

City/Town: Needham

State: MA

Zip Code: 02492

Country: US

Mailing Address

☒ Check here if your Mailing Address is the same as your Business Address

Street Number:

Street Name:

City/Town:

State:

Zip Code:

Country:

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

4. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation First Name Middle Name Last Name Suffix

Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Place of Employment

Alternative Phone: Fax Number

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? ☒ Yes ☐ No Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No Have you ever been Manager of Record of a license to sell alcoholic beverages? ☐ Yes ☒ No If yes, please list the licenses for which you are the <u>current</u> or <u>proposed</u> manager:	Do you have direct, indirect, or financial interest in this license? ☒ Yes ☐ No If yes, percentage of interest 100% If yes, please indicate type of Interest (check all that apply): <table border="0" style="width: 100%;"> <tr> <td>☐ Officer</td> <td>☒ Sole Proprietor</td> </tr> <tr> <td>☐ Stockholder</td> <td>☐ LLC Manager</td> </tr> <tr> <td>☐ LLC Member</td> <td>☐ Director</td> </tr> <tr> <td>☐ Partner</td> <td>☐ Landlord</td> </tr> <tr> <td>☐ Contractual</td> <td>☐ Revenue Sharing</td> </tr> <tr> <td>☐ Management Agreement</td> <td>☐ Other</td> </tr> </table>	☐ Officer	☒ Sole Proprietor	☐ Stockholder	☐ LLC Manager	☐ LLC Member	☐ Director	☐ Partner	☐ Landlord	☐ Contractual	☐ Revenue Sharing	☐ Management Agreement	☐ Other
☐ Officer	☒ Sole Proprietor												
☐ Stockholder	☐ LLC Manager												
☐ LLC Member	☐ Director												
☐ Partner	☐ Landlord												
☐ Contractual	☐ Revenue Sharing												
☐ Management Agreement	☐ Other												

Please indicate how many hours per week you intend to be on the licensed premises

Employment Information of Proposed Manager

Please provide your employment history for the *past 10 years*

Date(s)	Position	Employer	Address	Phone
2016-1976	Owner	New Garden Restaurant	40 Chestnut Place formly 250 Chestnut	781.449.1450

Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

APPLICANT'S STATEMENT

I, King Pui So the: ☒ sole proprietor; ☐ partner; ☐ corporate principal; ☐ LLC/LLP member
Authorized Signatory

of New Garden Inc., DBA New Garden Restaurant, hereby submit this application for Change of Manager
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: King Pui So Digitally signed by King Pui So
Date: 2016.08.22 17:56:09 -04'00'

Date: 8.22.16

Title: Owner

New Garden Restaurant

40 Chestnut Place

Needham, MA 02492

August 22, 2016

I the president of New Garden Inc.,dba New Garden Restaurant do hereby vote to approve the change of manager to myself King Pui So.



King Pui So



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

MEETING DATE: 9/6/2016

Agenda Item	Barriers to Healthy Aging Study
Presenter(s)	Timothy Muir McDonald, Director of Public Health Jamie Brenner Gutner, Executive Director, Council on Aging Lynn Schoeff, Public Health Coordinator

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Mr. McDonald, Ms. Gutner, and Ms. Schoeff will update the Board on the recently completed Healthy Aging Study, which was an assessment of two domains of livability: community conditions and barriers to senior-friendly housing and transit in Needham. What does it mean to be an “age-friendly community?” Also called a “community for a lifetime,” an age-friendly community is one that is conducive to healthy, active participation of all residents regardless of their age or ability. Needham has one of the highest populations of adults age 60 and over in the MetroWest region. The number of 60-plus Needham residents has increased by more than 700 over the past two years alone, and that age cohort is projected to grow by 15% in Needham over the next five years according to the McCormack School at UMass Boston.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a. Assessment of Housing and Transit Options for Needham Seniors			



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

MEETING DATE: 9/6/2016

Agenda Item	Budget Consultation Pro Forma
Presenter(s)	Kate Fitzpatrick, Town Manager David Davison, Assistant Town Manager/Finance Director

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Mr. Davison will provide the Board with a five year, pro forma budget analysis for fiscal years 2018 - 2022.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			
a. Town of Needham General Fund Revenue and Expense Pro Forma FY 2018 – 2022 to be provided before the meeting.			

Town of Needham
General Fund
Revenue and Expense
FY2018 – FY2022 Pro Forma

September 6, 2016

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Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

Overview

The purpose of developing the Pro Forma budget is to provide a resource to use for planning the upcoming fiscal year budget and to allow for early planning for the next several budget cycles. An underlying purpose of the Pro Forma is to anticipate and prepare contingency plans for the operation of the government and continuation of primary services and functions in a sustainable way. The annual update of the five-year Pro Forma is done to provide a tool that assists the Town in its planning and to allow for proactive steps to maintain a sustainable operation within reasonably anticipated revenues and other funding sources. Pro Forma expense amounts are not necessarily where department budgets will be or should be, but rather represent an outlook of expenses on a macro level, taking into consideration expected changes based on known (contractual obligations) and forecasted trends on major (key) expenditures, as compared to revenue trends. For the first time, the FY2018 – FY2022 Pro Forma includes a forecast of service delivery improvements that are likely to be recommended by management and which have been discussed with policy-making boards and committees as priorities.

As in prior years, we forecast revenues and expenditures in a conservative manner, reflective of current and anticipated trends. Although each year the variance between the revenue estimates and expenditure estimates grows, the line of focus should be the incremental gap. Because the Town cannot approve a deficit budget (so the gap between revenue and expenses is closed every year), the deficit is not growing by the amount shown on Line I, but rather the gap of focus in each year is the incremental amount shown on Line II (see page 25). As with any forecast based on past trends and future assumptions, revenues and expenses are better known as we come into the actual year. It is important to note that, even in the best of recent economic climates, the Pro Forma budget reflected a gap between estimated revenues and expenditures.

In this analysis, we present the FY2017 operating budget as approved at the May 2016 Annual Town Meeting, a revised FY2017 budget based on anticipated actions to be requested at the October 2016 Special Town Meeting, approved

Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

transfers, current revenue estimates, the immediate four prior fiscal year final adjusted budgets (2016, 2015, 2014, and 2013), and a five year outlook. Effective with the FY2017 budget, we consolidated the General Fund appropriated expenses for electric and natural gas energy from the various department budgets, the solar electric generation costs, and municipal lighting expenses into a single program budget named Needham Electric, Light, and Gas Program (ELG) which was added to the Townwide Expense group. For the purposes of this analysis, we include those costs with the appropriated department budgets. Unless otherwise stated, the revised FY2017 operating budget is the base year on which annual changes are calculated. For the purposes of this report, we have removed the debt exclusions and CPA debt service amounts that are part of the actual General Fund operating budget as they are budgetarily neutral.

The current FY2017 general fund operating budget stands at \$144,228,127, of which \$ 7,101,768 relates to CPA or excluded general fund debt service, resulting in a base budget of \$137,126,359. Based on anticipated actions at the October 2016 Special Town Meeting, the adjusted budget, which is the base from which the out years are calculated, is \$137,174,264. Of this amount, \$65,955,975 is appropriated directly to the Needham Public Schools and Minuteman Regional High School (approximately 48% of the total operating budget). Townwide expenses (exclusive of the Classification Performance and Settlements reserve (CPS) and ELG program) account for \$32,244,870 or approximately 24% of the total. The balance of \$38,973,419 is allocated amongst the 19 other Town department budgets (which include CPS and ELG amounts for this forecast). The department budgets fund administration and regulatory functions of local government, public safety and public health, maintenance and repair of public infrastructure including roadways and sidewalks, maintenance and operation of public buildings (including school buildings), facilities, parks and fields, human service programs for the young and old, veterans and disabled, promotion and protection of historical, cultural, and assessable resources, libraries and community resources. As much of what our departments provide is services, personnel costs are a major portion of the budget. Approximately 70% of the operating budget for municipal departments is related to personnel. When including the Needham Public Schools and Townwide expense budgets that are personnel-related, this share of the budget grows to 80%. Of the municipal departments, most of the non-personnel

Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

costs are in the Public Facilities Department, the Department of Public Works, and ELG program, of which a significant portion are directly related to the support and operation of the Needham Public Schools.

The Town accounts for expenses under the Uniform Massachusetts Accounting System (UMAS) as directed by the Director of Accounts in the Department of Revenue (DOR) which is in accordance with Generally Accepted Accounting Principles (GAAP). The Town has the following expense types which may be further broken out in sub types, Building & Equipment Supplies, Communications, Custodial Supplies, Dues & Subscriptions, Educational Supplies, Energy, Food & Service Supplies, Governmental Charges, Grounds Keeping Supplies, Medical Supplies, Non Energy Utilities, Office Supplies, Other Property Related Expenses, Other Purchased Services, Other Supplies & Equipment, Professional & Technical, Public Works Supplies, Recreation, Rental and Leases, Repairs and Maintenance, Travel, and Vehicular Supplies. In addition, the accounting system tracks regular, temporary, overtime, and other salary and wage expenses, as well as operating capital appropriations and Townwide expenses. In developing estimates for the Pro Forma, we look at average changes in actual expenditures over the immediate three, five, and ten year periods, current contractual obligations, cost trends for budgetarily significant expense categories, overall economic trends, and local practices.

The estimated expenditure requests for FY2018 at \$155,535,476 are \$ 7,379,075 more than the revised expenditure total for FY2017; this assumes favorable action on requests pending for the October 5, 2016 Special Town Meeting. The projected revenue figure is \$153,365,113 compared to \$148,156,401 estimated for FY2017 - an increase of \$5,208,712. The gap between estimated revenue and estimated expenditures for FY2018 of \$2,170,363 is lower when compared to the \$2,343,088 figure shown as the incremental gap for FY2018 in the September 18, 2015 Pro Forma. The incremental gap between estimated revenue and expenditures in each of the out years when compared to the September 18, 2015 report (FY2019 – FY2021) is greater for FY2019 (\$2,066,168 vs \$2,011,899); much lower for FY2020 (\$2,846,000 vs. \$3,786,951); and also lower for FY2021 (\$1,354,120 vs. \$2,027,723). The current report includes FY2022 which shows an incremental gap of \$2,114,841. The major influences on the trends are higher revenue estimates, higher Free Cash

Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

assumptions, lower wage growth inflation rates, and much lower energy costs. Many other costs are in keeping with prior assumptions, but some come with a higher expense growth rate than before, based on the Town's actual spending.

Revenues

As in prior reports, we have assumed no operating overrides for any of the future fiscal years. As stated earlier, because we have removed the excluded debt and CPA debt service from the expenditure side, we have also removed the debt-excluded revenue and MSBA payments, if any, and Community Preservation Act funds from the revenue projections, as they are offsetting. We have adjusted the FY2017 revenue budget for the purposes of this report, based on anticipated actions to be taken at the October 2016 Special Town Meeting. Total available for expenditure (see page 26) is estimated to increase between 3.9% and 3.3% each year, which is similar to the Pro Forma last year. However, core revenue (property taxes, state aid, and local receipts), most of which is considered recurring revenue, runs higher between 4.3% and 3.3% over the FY2018 – FY2022 timeframe (see page 25), which is better than the prior estimates. General Fund recurring revenue is estimated at 4.3% for FY2018, then 3.9% for FY2019, lowering to 3.6% for FY2020, then increasing to 3.9% for FY2021 and then 3.2% more per year for FY2022.

Property Taxes

We anticipate higher New Growth tax revenue in 2018 and 2019, a significant amount coming from the continuing expansion in Needham Crossing, and a recognition of the 75% portion of the New Growth property tax revenue for the TripAdvisor building, which was part of a Tax Incremental Financing (TIF) agreement and becomes available to the Town by FY2021. As reported in the past several forecasts, Needham's residential market remains strong, and allows us to keep an assumed minimum increase in new growth of 1%. We allow for the annual 2.5% increase in the tax levy each year, and have increased the New Growth revenue assumption for FY2018 to 2.00% from 1.65%, FY2019 at 1.65%, and FY2020 at 1.3%. The FY2021 new growth rate increase at 1.7% is inclusive of the prior new growth revenue that was deferred under the TIF agreement with TripAdvisor. The increased assumed for FY2022 is 1.0%.

**Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022**

State Aid

No changes in the assumptions for state aid have been made from that which was noted in the report last year. We continue to forecast a 1.0% annual reduction in all state aid accounts for each of the five years except for two of the major state aid programs. Chapter 70, which is the greatest percent of the overall aid from the Commonwealth for Needham, is assumed to be level dollar in FY2018, and then increase by 1.0% in FY2019. Over the three remaining years we assume level dollar for FY2020 and FY2022, and an increase of 1.0% for FY2021. With the continued growth in state lottery proceeds and the expectation that one or more casinos may be open in Massachusetts within the next four years, we have continued our assumption that Unrestricted General Government Aid (UGGA) will increase by 2.0% for FY2018 and then increase by 2.5% each year for FY2019 through FY2022. As stated before, this growth factor in the out years is based on the assumption that the State will not divert lottery funds from the municipalities. We believe that the Legislature would not want the cities and towns to see less UGGA revenue if lottery revenue declines due to casinos opening in the Commonwealth, and therefore we anticipate that any shortfall in such revenue would be supplemented by the State from another funding source.

Because all Massachusetts School Building Authority (MSBA) funds that the Town receives are used to offset the excluded debt service, and since we have removed excluded debt expense from the Pro Forma, we have not included the remaining MSBA payments in this analysis.

Local Receipts

The Town plans on a certain level of recurring Free Cash, so our practice is to estimate receipts, principally local receipts, in such a manner as to generate surplus to provide for the following year's Free Cash estimate. For FY2018 we kept our previous estimate that most local receipts will increase by 3.5%, and the out years will increase by 3% per year. With the construction of at least one additional hotel planned in Needham Crossing, we still assume an additional increase of \$250,000 in the hotel excise over the forecasted percent increase of 3.5% for FY2018, and now have

Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

assumed that an additional \$125,000 can be recognized over the assumed growth rate for FY2019. We have assumed a reduction in park and recreation receipts of \$24,000 for FY2018 due to the closure of Rosemary Pool, but assumed an increase of \$80,000 in FY2020 for the opening of the new complex.

Other Revenues

We continue to assume that abatement and exemption activity will remain predictable, and have made allowances that \$750,000 in overlay surplus should be available for appropriation each year – an increase of \$250,000 over the assumption in the report last year. We do not anticipate a firm Free Cash figure until the fall, but early indications for 2017 Free Cash (to be appropriated for FY2018) are between \$5.8 and \$6.6 million. For the purpose of this Pro Forma, we have assumed Free Cash will be \$5,900,000, which is approximately the average amount Free Cash appropriated for the budget years FY2013 – FY2017. The current FY2018 estimate is higher than the estimate for FY2018 in the report last year. The Free Cash estimate is increased annually by the rate of growth in core revenues (property tax, state aid, and local receipts); the annual change in this revenue category is between 4.3% and 3.3%, which is also higher than assumed in the report last year. Free Cash is also affected by extraordinary turn backs, one-time revenue, allowances made for uncollectable receivables, and deficits in other funds. The Pro Forma continues to assume that any Free Cash amount in excess of the operating budget allocation will be used for increased capital investment or reserved in the capital funds for ongoing future needs. This strategy reduces the Town's dependence on reserves to fund recurring operating expenses, and/or to fund other non-operating costs. In recognition that most every year there are some additional resources which become available for appropriation, we have kept the \$103,000 miscellaneous revenue assumption for FY2018 and grow the amount by three percent per year. Parking meter revenue is still projected to increase and will provide \$75,000 for FY2018 and increase annually at two percent per year thereafter, as assumed last year.

**Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022**

Expenditures

The FY2017 revised budget is the base year on which the out year estimates are calculated (see pages 29 - 33). With respect to department expenditures, we assume a 3.75% increase in total wage and salary expenses for FY2018 which is lower than estimated for FY2018 in the report last year (3.9%). We also have lowered our assumption from last year that annual wage and salary growth for most departments will be 3.75% thereafter (compared to 3.9%), except where otherwise noted. Furthermore, other than as outlined below, all expense budget lines are assumed at a 1.52% annual

Consumer Price Index - All Urban Consumers (Northeast)	
Calendar Year	Annual Index
2010	233.87
2011	241.00
2012	245.70
2013	249.04
2014	252.46
2015	252.19
2011	3.05%
2012	1.95%
2013	1.36%
2014	1.38%
2015	-0.11%
Five Year Average	1.52%
Three Year Average	0.87%

increase, consistent with the average change in the consumer price index (Northeast Index of all urban consumers) over the past five full calendar years (2011 – 2015). This factor is 0.42% lower than the five year average used last year. This decrease in the CPI average was affected by the much lower energy prices over the past 12 to 24 months which has been reflected in the costs of goods and services. The inflation rate for CY2015 was actually a -0.11%, but the volatility in the energy markets, worldwide, the U.S., and the region can result in a significant increase in the inflation rate in the coming years. However, we use this index in consideration of the fact that the marketplace in which the Town purchases goods and services extends beyond the local Boston Metropolitan area, and this index is therefore more reflective of the mix of vendors from which the Town purchases. The calculated average with the same index in the prior four years was: 1.94%, 1.67%, 2.20%, and 2.32%, respectively. The 1.52% rate is the lowest average the Town has relied upon for forecasting in many years. There are several notable expenditure categories which are part of multiple department budgets and have been growing at a much greater rate and/or are more volatile than expenses in general, or are a significant portion of certain budgets which merit extra analysis. They include energy, repairs and maintenance services for buildings,

Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

equipment, and vehicles, software and technology, professional and technical services, and other property related services.

Facility Focused Changes

Town usually incurs additional expenses when a facility is added, expanded, or significantly altered for the operation and maintenance of the facility itself. When a new building is opened, the programs operating in the new facility may or may not change, nor are changes in program costs specifically driven by the new facility. But the maintenance of the facility is driven by the change. Therefore, we have estimated the additional budgetary costs for each facility identified in the Facility Financing Summary as it comes on line. To the extent that expanded programs result solely due to the new facility and have been identified by the related department(s), estimates of those costs have been incorporated into the analysis. We have also incorporated into the Pro Forma operating cost estimates to the various budgets for the new elementary school planned for Central Avenue, a renovated Fire Station #2, and a new public safety complex. There will also be increased operational costs with the opening of a new pool/office complex at Rosemary Lake, a proposed DPW storage building, and a renovated or reconstructed Memorial Park building.

Costs for maintenance have been derived using a square foot approach that is based on the total gross area of the building maintained, including corridors, offices and common space. Costs include personnel and related benefits, property insurance, outside contracts, utilities, gas, electricity, trash collection/disposal, equipment and supplies, for custodial, maintenance, and grounds. Outside contracts include expense for those hired for specialized jobs to maintain or repair building systems or equipment. The cost assumptions for the facilities was based on a study published by American School and University that identified the national average costs for school facilities in 2009. Those rates have been increased by the change in the CPI from 2009 to 2016, and adjusted by 9% to reflect the higher costs in the Northeast over other areas of the country. Personnel costs are based on Needham's wage schedules and cost of benefits.

Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

The Hillside School is anticipated to open in either the fall of 2019 (FY2020) or fall of 2020 (FY2021); we have assumed 2019. The Rosemary Pool/Office Complex is estimated to open in summer of 2018 (FY2019); a new DPW vehicle storage facility is projected to open in FY2020, which could serve as a temporary fire station while station #2 is under renovation. Fire Station #2 is assumed to reopen in FY2021; and a new Fire/Police Public Safety Complex is projected to open in FY2022. The scope and estimated opening date for a new Memorial Park building are not yet known, and therefore no cost assumption has been included in the report. Increased expenses have been assumed in energy, benefits and insurance, police, public facilities, public works and park and recreation. The opening of the Rosemary complex is assumed to require .5 FTE custodian, additional part-time seasonal help for the pool and building, program expenses, and operating capital. There would also be increased building and grounds operating expenses. The new elementary school on Central Avenue is expected to require two additional FTEs in Public Facilities to clean and maintain the building, and three additional traffic supervisors in the Police Department. There will be increased costs for building insurance, and building and grounds expenses. The new DPW vehicle storage facility is expected to increase building and some grounds expenses; no additional staff is necessary. An increase for building insurance is expected. The reconstruction of Fire Station #2 will necessitate an additional .5 FTE custodian in PFD, and increased building and grounds expenses as well as building insurance. The public safety complex is projected to require an additional 1.5 FTE custodial staff, increased building and liability insurance, and property and grounds maintenance expenses. All new facilities are expected to increase the Town's energy costs. The increased expenses for four of the facilities – the Rosemary Complex, the Central Avenue School, Fire Station #2, and the Public Safety Building are net of amounts currently budgeted for those existing or related facilities. The forecast assumes that 75% of the existing maintenance budget for Hillside will transfer to the new school – the balance is reserved for the current building. The DPW vehicle storage facility is new, and no current budget is allocated for such a facility, hence the estimate has no offset.

The projected costs associated with the new facilities will occur over five or more fiscal years. This additional cost by function is shown in the attached tables (see pages 35 - 36).

Town of Needham
General Fund Revenue and Expense Pro Forma
FY2018 – FY2022

Service Delivery Demand Focused Changes

We have also incorporated in the Pro Forma operating cost estimates for increased demands on resources and services and expanded services anticipated to be delivered over the next five years; chiefly in the areas of public safety and education. The commercial development in Town has brought new life to Needham Crossing and area business districts. Long-awaited and significant infrastructure improvements by the Commonwealth and joint efforts by the City of Newton and the Town are currently underway and have helped to make this growth possible. The Town has realized increased revenues of a recurring nature, but development understandably has also brought added demands on Town services. Commercial sector growth has particularly impacted public works and public safety services, and residential growth has impacted education and human services. Over the next five years, we anticipate adding police officers, and fully-staffing a second ambulance. The projected municipal personnel costs are based on Needham's wage rates and benefit costs; the costs associated with implementing full day kindergarten are based on a memo prepared by the Director of Financial Operations for Needham School that was revised in December 2015. The additional cost by function is shown in the attached tables (see pages 37 - 38).

Townwide Expenses

The general insurance budget increase is based on the average change of 3.5% per year over the next five years. This is a decrease of .50% from the report last year. This budget also reflects additional increases for new and renovated facilities anticipated to open over the next five years. Debt service within the levy limit is maintained at approximately 3% of general core revenue.

Group health insurance, employee benefits and administrative costs is the largest of the Townwide budgets. The most significant portion of this budget is health insurance. Health insurance and related costs continue to be a challenge and most of our prior assumptions still hold true. After a few years of moderate increases in the Town's health insurance budget, the Town saw a general increase in health premiums rates for FY2015 for most plans between 5.7% and 17.8%,

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and in FY2016 all health plans increased between 8.6% and 20%. Increases in premium rates for FY2017 were not as high, but are still beyond a manageable level ranging between 3.0% and 8.6%. With medical inflation projected to continue to be higher than most expenses, but with great expectation that the marketplace will act to lessen this phenomena, we are relying on the medical inflation assumption used in the most recent OPEB actuarial update. This report assumes a 7.0% increase in FY2018, 6.5% in FY2019, 6.0% in FY2020, 5.5% in FY2021, and 5.0% in FY2022. Those increases are slightly higher than we assumed last year (6.75%, 6.25%, and 5.25% respectively). It should be noted that the West Suburban Health Group will no longer offer the current range of plan offerings as of July 1, 2018. The structure of the replacement plans will impact future projections. This budget is also increased to reflect the estimated increased benefit costs for added staff that is projected to be hired based on increased service demands, new programs (e.g., full day kindergarten), and the opening of new facilities.

With respect to retiree health insurance and other post-employment benefit costs (OPEB), we have relied upon the July 2015 actuarial schedule with a rate of return assumption of 7.50%; the rate was decreased from 7.75% to 7.50% as the Town continues its efforts to reduce the return assumption to meet the future obligations in a moderate manner. This is a fiscally prudent move that benefits the Town now and into the future. The 2015 report showed that fund balance continues to increase, but so too has the liability. The Town's OPEB fund assets were \$18.4 million which compares to \$15.5 in 2013. However, the Town's unfunded liability grew from \$48.9 million in 2013 to \$62.4 million in 2015. The Town's funded ratio decreased slightly from 24.1% to 22.8%. The annual payment estimates for FY2018 – FY2022 are taken from the 2015 OPEB valuation update. The next major update is expected for 2017 which will likely change the funding requirements in the future.

The retirement assessment is based on an actuarial funding schedule plus the noncontributory pension payments. The Contributory Retirement System lowered its rate of return assumption from 8% to 7.75% a few years ago, and will continue to evaluate the assumption when the next asset valuation is done. The retirement assessment for FY2018 is

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\$7,332,555 and FY2019 is \$7,995,647 both an increase of 9%. The budget assumption for FY2020 forward is an annual increase of 4.4%. The system is still projected to be fully funded in 2030. The noncontributory pension portion of the budget is assumed to increase by 3.5% per year.

The Workers Compensation budget, which also funds the injured on duty expense related to public safety personnel, has been estimated at 3.5% per year, as has the Classification Performance and Settlements reserve.

The Reserve Fund allowance is based on the same approach that was introduced in the 2012 Pro Forma. The formula assumes a reserve fund of 1.4% of the estimated operating budget, excluding debt, OPEB, and retirement. Those three budgets are excluded from the calculation because they are known amounts each budget year and therefore a call on the reserve fund from these programs should not be expected. The formula provides for a reserve fund at a level similar to recent budgets.

Energy and Fuel Costs

Excluding the Townwide Expense budgets, the Needham Public School expenses, and the Minuteman School assessments, the greatest percent of the Town's expense budgets was related to energy. Over a ten-year period (FY2006 – FY2015), approximately 1/3 of total actual expenses (excluding, Townwide, Schools, and Personnel) have been energy related. More than 33% of the total Town Department expense budgets (which include the ELG program) for FY2017 is allocated for electricity, natural gas and heating oil for Town buildings (including schools). Price changes with these expenses can have a major impact on the Town's operating budget flexibility and ability to pay for other expenses. As mentioned earlier energy prices have come down significantly over the past few years, which contributed to the lower average CPI, and the negative CPI for 2015. The Town has made a concerted investment in energy efficiency, but with a greater number of facilities, more technology, greater emphasis on building comfort and air quality (air handlers, air conditioning, and heating), the unavoidable year-to-year seasonal variation, and price unpredictability

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have made it harder to forecast. Even minor changes in the rate estimates will have evident impact on the operating budget.

The change in gasoline prices in the Boston area over recent years has been significant in some years and flat in others. The June over June average price per gallon increased by more than 37% in 2011 and decreased by more than 7% in June 2012. June 2013 saw the average price increase by less than one percent from the previous fiscal year, and increased by another 4% in June 2014. But, gasoline prices have declined significantly in the last two years, with an average price in June 2015 that was more than 26% lower than the prior year, and June 2016 price declined by another 16%. When looking at the average price by calendar year, the 2011 average price per gallon was \$3.51 which increased to \$3.63 per gallon in 2012. The price in 2013 dropped to \$3.50, then dropped to \$3.37 in 2014, and then fell by more than a dollar to \$2.34 in 2015. Diesel fuel pricing also reflects wide swings, with the average June over June average price per gallon increasing by more than 34% in one year and declining by more than 24% in another year. However the average calendar year price per gallon has declined every year since 2012 when the average price was \$4.13, which dropped to \$4.02 in 2013, then decreased to \$3.99 in 2014, and comparable to gasoline, decreased by more than a dollar to \$2.94 per gallon in 2015. A similar picture for heating oil plays out, with the average calendar price declining every year since 2012 when the average price was \$3.72 per gallon, then \$3.69, \$3.68, and \$2.59 per gallon for years 2013, 2014, and 2015, respectively. The three year average percent change for gasoline, diesel, and heating oil were minus 12.63%, a minus 13.12%, and a minus 3.01%, respectively. For the purpose of the Pro Forma, we assume the budgets for gasoline and diesel will increase by 2.0% per year, which is reduced from the 3% assumption last year. We also lowered the rate of increase for heating oil to 2% per year, which is a decrease from the 4% assumption last year.

As mentioned in the report last year, the cost of electricity and natural gas continue to be positive, with pricing much more stable. The Town continues to have favorable contract pricing for electric and natural gas supply, but the regulated portions the services continue in flux. There continue to be congestion issues with the natural gas supply

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which will keep prices higher for New England compared to the rest of the country. Nonetheless we have lowered our growth rate assumption for natural gas expenses to 2.0% per year from the 2.5% assumed last year. We also assume electricity will grow at 2.0% per year, which is slightly higher than last year (1.94%). We have also factored in increased costs for electric and natural gas for the new facilities that are assumed to open over the five year period.

Building and Equipment Repairs and Maintenance

Not including Townwide Expenses, the Needham Schools expenses, and the Minuteman assessments, the combination of repair and maintenance and other property related services expenses account for more than 22% of total actual expenditures over the past ten years. The portion of the FY2017 Town Department expense budgets that is allocated to these expenses is more than 23%. Most of the expenses are unavoidable, and if the work is not done, in order to save money in the short run or due to lack of funds, higher and more frequent and expensive capital improvements become necessary, as well as a greater chance of loss of use of an asset because of disrepair. The Town has invested much into its facilities over the past 15 years, enlarged several buildings, reopened a school, and added two new buildings. An increased level of repair and maintenance of the buildings is to be expected. The Town and School departments have also prioritized efforts to maintain and repair equipment and vehicles. The actual expenditures for building and equipment repair services have increased on average, over a ten year period (FY2006 – FY2015) at approximately 5.8%; over the immediate five year period at 11.1%, and the last three years at 6.2% (see insert on the next page). We assume these expenses will continue to grow and have increased our assumption that the annual growth rate will be 6.2% rather than 5.7% used last year. The budgets which include an allowance for repairs and maintenance are Board of Selectmen/Town Manager, (FY2017 budgeted amount for these expenses is \$12,389); Town Clerk (\$4,350); Finance Department (\$13,000); Police Department (\$37,100); Fire Department (\$64,252); School Department (\$178,078); Public Works (\$146,500); Public Facilities (\$638,868); Library (\$2,096); and Park and Recreation (\$15,000).

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Select Municipal Expense Changes	10 Year Average	5 Year Average	3 Year Average
Energy	4.2%	1.2%	2.0%
Repairs and Maintenance	5.8%	11.1%	6.2%
Rental and Leases	-11.1%	-30.3%	-33.2%
Other Property Related	13.4%	5.5%	5.9%
Professional & Technical	7.7%	10.6%	20.7%
Communications	2.4%	7.0%	5.5%
Other Purchased Services	-10.0%	-11.9%	-25.1%
Office Supplies	-0.6%	0.3%	3.7%
Building & Equipment Supplies	15.5%	-5.9%	-13.5%
Custodial Supplies	3.9%	1.2%	-1.6%
Grounds Keeping Supplies	32.6%	23.0%	-6.0%
Vehicular Supplies	2.7%	-1.0%	-4.0%
Medical Supplies	6.0%	2.9%	5.5%
Public Works Supplies	-0.7%	-1.7%	9.5%
Other Supplies & Equipment	2.9%	3.7%	4.8%
Governmental Charges	123.5%	72.4%	11.1%
Travel & Mileage	-3.9%	1.0%	7.2%
Dues & Subscriptions	2.3%	4.1%	3.8%
Other - Expenses	49.3%	79.2%	74.4%
Expenses Overall	3.7%	1.7%	2.1%

Other property related services include expenses such as outside service contracts for cleaning two school buildings and several park facilities, pest control of all facilities, road repair work, and field maintenance have increased at an average of 13.4% for last ten years. The five year average was 5.5% and the three year average was 5.9%. We have assumed an annual increase of 5.9% for each of the five years; this is a 2/10% increase over the previous report. The budgets impacted by this assumption include, Public Works (the FY2017 amount budget is \$764,264 or approximately 48% of the department expense budget); Municipal Parking (\$30,400 or 30%); Public Facilities (\$713,878 or 28%); and Park and Recreation (\$17,300 or 17%). Therefore these costs do have a significant impact on the Town's operations and flexibility.

Professional and Technical Services

In addition to the staff, the Town and Public Schools depend on various outside consultants and businesses for professional and technical services in rendering services to the general public. Some firms provide direct services to residents and businesses, whereas other firms provide subject matter expertise to Town and School departments or to Town Boards and Committees. Nearly 11% of total actual expenditures for the ten year period, excluding SPED and training, have been spent on professional and technical services.

Approximately 13.3% of the FY2017 Town expense budgets are for professional services contracts. The Town's overall

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average change in actual expenses based on the ten year period (FY2006 – FY2015) for professional and technical services was 7.7%, and the past five years at 10.6%, and the past three years at 20.7%. For the purposes of this Pro Forma, but not including SPED, software, or training-related expenses, we assume this expense will grow at 7.7% per year; an increase of 1.7% from the assumption last year. The department budgets impacted by this assumption include, Board of Selectmen (FY2017 budgeted amount for these expenses is \$46,200); Town Clerk (\$17,200); Personnel Board (\$15,000); Finance Department (\$255,650); Planning and Community Development (\$3,700); Fire Department (\$4,872); Building Department (\$23,231); School Department (\$811,018); Public Works (\$39,000); Public Facilities (\$141,969); Health and Human Services Department (\$88,580); and Park and Recreation (\$450). We have assumed the amount budgeted for training and development under professional and technical services will increase at the 1.52% CPI average. Software is assumed at the same 4.5% as in the prior reports.

Public Schools

The School Department salary and wage expenses have usually grown faster and at higher rates than most Town departments. In some years, salary growth in the School Department has been higher due to additional services funded by an operating override or attributed to increased head count and/or hours. However, the trend may not be able to continue without increased revenues far above what is customary. As stated at the opening of this update, we have not assumed an operating override in forecasting operating expenses, and therefore do not assume increases in staff, except as noted for the implementation of full day kindergarten. For the purpose of this Pro Forma we have assumed a 4.5% increase in the personnel expenses for FY2018 and the out years. These are comparable to the rates assumed for the report last year, but except for FY2018, which is lower, the annual percent increase is slightly higher than before. As assumed in the previous Pro Forma, SPED tuition costs continue to be a challenge, which is reflected in the budgeted reduction for SPED from \$3,522,184 in FY2014 to \$2,665,396 in FY2015 only to be increased again to \$3,261,020 for FY2016. The School Department allocated \$3,899,596 for SPED in FY2017. Uncertainties and great fluctuations in the number of students and tuitions are a concern, and therefore we maintained our SPED cost assumption of 9% increase

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for FY2018, 6% in FY2019, and 4.5% for the out years. As mentioned previously, repairs and maintenance is assumed at 6.2% per year and Professional and Technical services other than SPED and training is assumed at 7.7% per year. We have also maintained our assumption that school transportation costs will grow at 3% per year; for FY2017 the School Department has budgeted \$1,955,973 for school transportation compared to \$1,873,500 for FY2016. All other expenses are projected at a 1.52% increase annually.

The Minuteman School assessment fluctuates significantly year to year, because the assessment is a factor of the Department of Education's net school spending calculation, the number of students attending from Needham, and the percentage that the Needham student enrollment bears to the total enrollment. For the purposes of this Pro Forma, we have assumed 6% growth rate in the assessment. In addition we have incorporated in the analysis an increase in the assessment for debt service for the new school to be built (pending approval at the September 20, 2016 election). The amount added for debt comes from the February 3, 2016 memo, prepared by the Assistant Town Manager/Director of Finance, to the Board of Selectmen and Finance Committee. The project is assumed to begin in 2017 and would have an impact on the FY2018 assessment. The FY2017 budget is \$762,686 but is expected to increase to \$766,061 at the October 2016 Special Town Meeting (the FY2016 budget was \$623,614, FY2015 was \$893,211 and FY2014 was \$733,961).

Town Departments

Other considerations to the various Town budgets in addition to those assumptions previously explained are as follows:

Board of Selectmen/Town Manager budget includes an additional professional position for FY2018. There is also an additional \$2,500 in expense added to the budget for related expenses. As mentioned previously, repairs and maintenance is assumed at 6.2% per year and professional and technical services at 7.7% per year. All other expenses are projected at a 1.52% increase annually.

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The Town Clerk's budget, in addition to the assumed growth rate in salary and wage expenses, also provides for the annual increase/decrease for budget years that a State or Presidential election is held (FY2018 will be \$28,000 less, and FY2019 will be \$30,139 more, the higher amount will be backed out in the subsequent year respectively.) As mentioned previously, repairs and maintenance is assumed at 6.2% per year and professional and technical services at 7.7% per year. All other expenses are projected at a 1.52% increase annually.

We have assumed that the legal professional expense budget will increase at 3% per year which is comparable to the ten year average of actual legal expenses (FY2006 – FY2015) at 2.2% per year, and the salary line will grow at 2.75% per year which is lower than general wages. All other expenses are projected at a 1.52% increase annually.

The Finance Department, which includes the Information Technology Center, is charged with providing and supporting technology systems for all Town departments, which insofar as practical or otherwise necessitated, are centralized under that department. A major cost item is software licensing, and the Town continues to see this cost growing faster than the CPI, and we still estimate that it will at 4.5% per year. The FY2017 budget allocation for software related costs is \$320,900 which is approximately 39% of the department's expense budget. Other departmental budgets which include funding for software are also increased by the same 4.5%. As mentioned previously, repairs and maintenance is assumed at 6.2% per year and professional and technical services at 7.7% per year. Operating capital is assumed at 2.6%, a decline of 4/10% from the assumption last year. This budget also assumes one additional technology position will be added in FY2019. There is also an additional \$2,500 added to the expense portion of the budget in FY2019 for incidental costs related to hiring an additional technology position. All other expenses are projected at the 1.52% CPI.

The Town has taken deliberate steps over the past several years toward increasing staff and resources in the land use departments of the Town (Planning and Community Development). Effective with FY2016 the two land use department

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budgets were combined into a single budget. The budget is now grouped with General Government departments. We have reduced the salary and wage increase assumption for this department to be the same as overall general government at 3.75% per year. Previously we assumed salary and wages for FY2018 at 5.3%, and then decreasing to 4.6% for FY2019, then to 3.9% for FY2020 and FY2021. As indicated earlier, the professional and technical expense line is assumed to increase by 7.7% per year. All other expenses are projected at the 1.52% CPI rate for each of the five years.

Salary and wage expenses for the Police Department are assumed to increase by approximately 4.5% for FY2018, and then at 4.0% for the out years. This budget also assumes an additional officer in FY2019, another officer in FY2020, and two more in FY2021. In each of the three fiscal years that staff is added, the Police Department's expense budget is also increased: \$2,500 in FY2019, \$2,500 in FY2020, and \$5,000 in FY2021. As noted earlier, both salary and expense lines are increased in FY2020 attributable to the opening of the new Central Avenue school, which is assumed to require three additional traffic supervisors. The salary estimate for the new school costs is \$38,991 and expenses will increase by \$657. The gasoline budget for the Police Department is estimated at the same rates as noted above under energy and fuel cost at 2% per year, the Police Department budget for FY2017 is \$74,530 which compares to \$89,265 budgeted in FY2016. As mentioned previously, repairs and maintenance is assumed at 6.2% per year. Operating capital for cruiser replacement is assumed at 2.6% per year, a decrease of 4/10% from the prior report. All other expenses are projected at the 1.52% CPI rate for each of the five years.

Salary and wage expenses for the Fire Department are assumed to increase by approximately by 4.75% for FY2018, and then drop to 4% for the out years. This budget also assumes that four firefighter/paramedics will be added to the Department in FY2020 to expand the emergency medical response services by staffing two ambulances full-time. The expense budget is increased by \$10,000 in FY2020 for related expenses of adding staff and having two full-time ambulances. The Fire Department fuel line will also be impacted by the overall trend in the cost of fuel, but with a

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greater reliance on diesel fuel than gasoline, this budget expense is assumed at 2% per year noted above, which is a decrease from the 3% assumption in the prior report. The department budgeted \$26,501 for fuel in FY2017, which is a decrease from the FY2016 allocation of \$32,951. Similar to the Finance Department, the Fire Department's software related costs (\$13,142) are expected to grow at 4.5% per year. Repairs and maintenance is assumed at 6.2% per year and the operating capital line is assumed at 2.6% per year. All other expenses are projected at the 1.52% CPI rate for each of the five years.

Public Facilities salary and wage lines are assumed at the same rates as most other departments at 3.75% for each of the five years, which is a decrease from the 3.9% assumed last year. Salary and wages are also increased for additional staff to be hired both in response to increased demands on the department to maintain and support the existing facilities in Town, and for the new and larger facilities projected to open over the next five years. We have included an additional professional position of contract manager in FY2018 (\$71,409), and an additional licensed trades position in FY2020 (\$74,446). In connection to the new facilities, we have assume an additional .5 FTE custodian in FY2019 (\$24,034), 2.0 FTE custodial staff in FY2020 (\$104,834), another .5 FTE custodian in FY2021 (\$25,677), and 1.5 FTE additional custodial staff in FY2022 (\$88,897). We have also estimated the additional expenses to be incurred by the department for the new facilities FY2019 through FY2022, at \$19,305, \$85,283, \$20,684, and \$54,327 respectively. Also note that we have increased the ELG program budget in each of the four years for the anticipated increase electric and natural gas demand. The department also budgets for heating oil for the Town and school buildings for which we have assumed a 2% annual increase in that line item, previously we assumed a 4% increase. The amount budgeted for heating oil in FY2017 is \$134,179 compared to \$183,940 budgeted in FY2016. Public Facilities also includes an allocation for gasoline of \$21,324 for FY2017, which is down from the \$24,180 for FY2016, we have assumed a 2% increase annually. The repairs and maintenance services line is a significant expense which is assumed at 6.2% per year, compared to 5.7% assumed in the report last year. Other property related service line is increased at 5.9% per year, compared to the 5.7% rate assumed previously. The \$17,000 allocation for software is assumed to increase at 4.5% per year, the same

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as last year, and as noted earlier professional and technical services expense are estimated at 7.7% per year. All other expenses are projected at the 1.52% CPI rate for each of the five years.

DPW salary and wages are pegged at the same rates as most other departments at 3.75% for FY2018 and the out years which is a decrease from the prior estimate of 3.9%. Similar to public safety and public facilities, DPW incurs expense for diesel and gasoline; unlike those departments, DPW also covers the cost of fuel for other departments including Finance (Assessing), Planning and Community Development (Conservation), Building Department, and pool vehicles. DPW is the sole fuel depot for all operations: General Government, Building, Fire, and Police, Needham Public Schools, Public Facilities, Health and Human Services, and by agreement the Needham Housing Authority. The Needham Housing Authority is billed for the supplied fuel and the revenue is included in the local receipt estimate each year. The DPW vehicle supplies line, which includes fuel, is assumed to grow at the 2%, decreased from the 3% assumption; the FY2017 budget allocation is \$112,489 compared to the \$129,383 allocated in FY2016. DPW has \$11,750 allocated for software expenses which is increased by 4.5% per year. As discussed above, repairs and maintenance is assumed at 6.2% per year as is other property related services. Professional and technical services are adjusted by 7.7% per year. The operating capital line is assumed at a 2.6% increase annually. All other expenses are projected at the 1.52% CPI rate for each of the five years. The expense portion of the DPW budget has also been increased in FY2019 through FY2022 for estimated additional expenses that DPW may incur with the opening of the five new facilities, mainly parks and forestry related. The increases are \$4,374 in FY2019, \$31,637 in FY202, \$4,010, in FY2021, and \$8,913 for FY2022 for the Rosemary Complex, New Elementary School, Storage Facility, Fire Station #2, and Public Safety Complex. We have assumed no additional staff will be added for these buildings. We continue to recommend an annual increase in the snow and ice budget of at least 1.0% per year. This is the only operating budget line in which deficit spending is allowed. However, any such deficit must be extinguished by the next fiscal year.

The Public Health and Human Service budgets were combined effective for FY2016 and now are one budget under the

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name of Health and Human Services Department. This budget is expected to track with Town overall for salary and wages at 3.75% per year. The COA division has \$4,000 budget for fuel for its bus transportation program and that line is estimated to increase by 2% per year. Also, noted earlier the Department's professional and technical services expense line is increased by 7.7% per year. This budget also pays the West Suburban Veterans District (WSVD) assessment, budgeted at \$74,500 for FY2017 and is assumed at a 3% annual growth rate. No additional ongoing expenses are anticipated for the Department that would be related to the opening of the new Rosemary Complex. All other expenses are projected at the 1.52% CPI rate for each of the five years.

With the changes to the wage rates for many temporary, seasonal, and part-time positions, which the Library has a heavy reliance on minimum wage workers, we have assumed the Library salary and wage budget will increase at 4% for FY2018. The out years are assumed at the 3.75% rate. Software related expenses (\$64,030 for FY2017) are assumed at 4.5% year – the same as the report last year, and the repairs and maintenance expenses are assumed at 6.2% per year. All other expenses are projected at the 1.52 CPI rate for each of the five years.

Similar to the Library, the Park and Recreation Department relies on many temporary, seasonal, and part-time employees. Therefore, we have assumed the same percentage changes for salary and wages as with the Library: 4% for FY2018 and 3.75% for the out years. We have also increase the estimate for salary and wages by \$8,460 for FY2019 for additional part-time and seasonal help with the new Rosemary Pool facility. We anticipate the new facility will required additional support services and the Department will incur other general fund expenses and therefore have added \$10,000 to the expense line in FY2019. We have also included \$10,000 for operating capital in FY2019. The facility maintenance and energy costs are reflected in the PFD and ELG program budgets. As with the other department, the repairs and maintenance line is assumed at 6.2% per year, and the other property related services expense is increased by 5.9% annually. The Department's modest \$450 for professional and technical services is increased by 7.7% per year. All other expenses are projected at the 1.52% CPI rate for each of the five years.

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We have not made any estimates as to added cost for the Memorial Park budget as a result of a new facility to be built, as the size, scope and timing have not yet been determined. We anticipate most added costs would be include by public facilities and public works as well as increased energy expenses.

Other Appropriations and Expenditures

Lastly, for the purpose of this forecast, we have maintained the recommended approach towards increasing the General Fund cash capital investment with Free Cash. We have revised the formula approach on the amount of Free Cash that may be used to offset the operating budget to be an amount not more than 2.0% of the prior year's appropriated operating budget, excluding the Reserve Fund, or the actual turn back, whichever is lower. Previously the model was not more than 2% of the Departmental Budgets. However, reducing reliance on Free Cash (even on the portion that we have a high degree of confidence will be available from year to year) is considered a credit enhancement, and provides an added source of security against an unexpected drop in revenue. The balance of Free Cash is directed to cash capital investment or reserved for future capital investment. The annual cash capital investment is assumed to grow at 3.5% per year from the revised FY2017 amount. The capital estimate is a combination of the recommended Tier One amounts found in the FY2017-FY2021 Capital Improvement Plan and any additional amount between the 3.5% increase in the capital allocation less the Tier One recommendation (see page 39). For example, the revised FY2017 cash capital appropriation (assumes favorable action by Town Meeting on the \$250,000 cash capital request for October) of \$2,941,117 would be increased by 3.5% for FY2018 to \$3,044,056. From this amount we would subtract the Tier One Capital recommendation for FY2018 found in the prior capital plan (FY2017-FY2021) of \$2,817,648 which provides an additional \$226,408 (\$3,044,056 - \$2,817,648) for capital funding for FY2018. The prior report assumed a 3% increase in cash capital spending; however the higher growth rate is due to the higher Free Cash assumption used in this report.

The annual payment of \$1,420,000 to the RTS enterprise is assumed to increase by 3% per year. We have also assumed the drains program expense will increase by 3% per year; the payment in FY2017 is \$519,846. The three

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percent assumption is the same as last year for both RTS and Drains. The total for other financial warrant articles is assumed to increase at an annual rate of 2.5% per year from the revised FY2017 amount. The major ongoing annual expense in this category is the public facilities maintenance program article. The amount appropriated for the program for FY2017 was \$590,000. We have also assumed that a minimum appropriation to the Athletic Facility Improvement Fund will be made each year (FY2017 was \$44,496) based on revenue contributed by the Park and Recreation Department by fees assessed to users of the facilities which are deposited to the General Fund. The amount is assumed to increase by 4% per year. We have also included appropriation assumption to the Debt Service Stabilization Fund (DSSF) from recurring revenue for FY2018 of \$612,595 and \$862,595 for FY2019. We assume that no appropriation from recurring revenue would be made to the DSSF for FY2020 as those funds would be used to help offset some of the added costs that would be incurred for the additional public safety and school personnel proposed to hire for public safety and full day kindergarten. The provision for abatements and exemptions is estimated to increase annually at an average rate of 2.5%. We have assumed an approximate 3.7% increase for assessments from the State and County governments (based on the actual five year average (FY2012 – FY2016)), and an assumption of \$70,000 for other tax recap requirements for FY2018 then increased by 3.7% per year thereafter.

End.

General Fund
Five Year Pro Forma - Excluding Debt Exclusions
FY2018 - FY2022

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
General Fund											
Property Tax Revenue*	93,736,831	98,898,128	106,751,910	113,216,581	119,173,789	119,173,789	124,536,610	129,704,879	134,633,664	140,305,371	145,216,059
State Aid*	9,314,364	9,601,356	9,966,189	10,116,618	10,324,149	10,468,210	10,500,881	10,629,507	10,672,499	10,804,176	10,849,406
Local Receipts*	7,654,632	8,037,000	8,136,500	8,410,500	9,446,818	9,710,818	10,253,222	10,685,818	11,086,393	11,418,985	11,761,554
Other Revenues and Sources	1,703,018	1,138,070	692,500	1,683,868	1,147,212	1,397,212	928,000	932,590	937,303	942,141	947,110
Free Cash & Reserves	5,366,720	8,135,372	4,152,348	5,931,875	6,190,372	6,190,372	5,900,000	6,151,402	6,393,981	6,621,438	6,881,227
Reimbursements	1,608,539	1,668,967	1,696,408	1,341,813	1,216,000	1,216,000	1,246,400	1,277,560	1,309,499	1,342,236	1,375,792
Total	119,384,104	127,478,893	131,395,855	140,701,255	147,498,340	148,156,401	153,365,113	159,381,757	165,033,338	171,434,348	177,031,148
*Core Revenue	110,705,827	116,536,484	124,854,599	131,743,699	138,944,756	139,352,817	145,290,713	151,020,205	156,392,556	162,528,532	167,827,019
Core Revenue Change	4.7 %	5.3 %	7.1 %	5.5 %	5.5 %	5.8 %	4.3 %	3.9 %	3.6 %	3.9 %	3.3 %
Appropriations and Other Commitments											
Operating Budget	110,041,274	115,374,173	121,704,112	129,236,419	137,126,359	137,174,264	144,992,446	152,518,857	161,562,950	168,992,002	176,367,245
Special Financial Articles	372,699	263,095	53,805	1,358,568	749,138	999,138	1,024,116	1,049,719	1,075,962	1,102,861	1,130,433
Capital Funded by Cash	3,786,633	6,066,941	2,667,260	2,712,911	2,691,117	2,941,117	3,044,056	3,150,598	3,260,869	3,374,999	3,493,124
Appropriated to Other Funds	1,993,428	2,276,877	2,356,636	3,042,430	3,566,605	3,566,605	2,656,912	2,968,704	2,169,774	2,235,368	2,302,949
Other Obligations & Adjustments	3,190,070	3,497,807	4,614,042	4,350,927	3,365,121	3,475,277	3,817,944	3,930,408	4,046,314	4,165,769	4,288,888
Total	119,384,104	127,478,893	131,395,855	140,701,255	147,498,340	148,156,401	155,535,476	163,618,287	172,115,868	179,870,999	187,582,640
I Surplus / (Deficit)	0	(0)	0	0	0	0	(2,170,363)	(4,236,531)	(7,082,531)	(8,436,651)	(10,551,491)
II Incremental Gap								(2,066,168)	(2,846,000)	(1,354,120)	(2,114,841)

General Fund
Five Year Pro Forma - Excluding Debt Exclusions
General Fund Revenue

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Real & Personal Property Tax											
Real & Personal Property Tax w/o Exclusions	93,736,831	98,898,128	105,203,500	113,216,581	119,173,789	119,173,789	124,536,610	129,704,879	134,633,664	140,305,371	145,216,059
General Override			1,548,410								
Debt Exclusion Taxes											
SUBTOTAL	93,736,831	98,898,128	106,751,910	113,216,581	119,173,789	119,173,789	124,536,610	129,704,879	134,633,664	140,305,371	145,216,059
State Aid											
State Aid for Education	7,708,707	7,968,430	8,276,905	8,376,469	8,584,000	8,675,729	8,675,686	8,762,357	8,762,314	8,849,853	8,849,812
State Aid For General Government	1,605,657	1,632,926	1,689,284	1,740,149	1,740,149	1,792,481	1,825,196	1,867,151	1,910,184	1,954,323	1,999,594
SBA/MSBA Programs											
SUBTOTAL	9,314,364	9,601,356	9,966,189	10,116,618	10,324,149	10,468,210	10,500,881	10,629,507	10,672,499	10,804,176	10,849,406
Local Receipts											
Motor Vehicle Excise	3,670,000	3,850,000	3,925,000	4,085,000	4,225,000	4,450,000	4,583,500	4,721,005	4,862,635	5,008,514	5,158,770
Licenses & Permits	1,115,000	1,300,000	1,427,700	1,430,000	1,520,000	1,520,000	1,573,200	1,620,396	1,669,008	1,719,078	1,770,650
Investment Income	80,000	67,500	67,500	67,500	67,500	67,500	69,525	71,611	73,759	75,972	78,251
Other Local Receipts	2,789,632	2,819,500	2,716,300	2,828,000	3,634,318	3,673,318	4,026,997	4,272,807	4,480,991	4,615,420	4,753,883
SUBTOTAL	7,654,632	8,037,000	8,136,500	8,410,500	9,446,818	9,710,818	10,253,222	10,685,818	11,086,393	11,418,985	11,761,554
CORE Revenue	110,705,827	116,536,484	124,854,599	131,743,699	138,944,756	139,352,817	145,290,713	151,020,205	156,392,556	162,528,532	167,827,019
Other Revenues and Sources											
Overlay Surplus	500,000	1,000,000	652,500	885,195	995,916	995,916	750,000	750,000	750,000	750,000	750,000
Parking Meter Receipts	40,000	40,000	40,000	65,000	70,000	70,000	75,000	76,500	78,030	79,591	81,182
Restricted Proceeds	28,018										
Unexpended Articles and Other Sources	485,000	98,070		733,673	81,296	331,296	103,000	106,090	109,273	112,551	115,927
Reuse of Operating Budget	650,000										
SUBTOTAL	1,703,018	1,138,070	692,500	1,683,868	1,147,212	1,397,212	928,000	932,590	937,303	942,141	947,110
Free Cash & Reserves											
Stabilization Funds											
Free Cash	5,366,720	8,135,372	4,152,348	5,931,875	6,190,372	6,190,372	5,900,000	6,151,402	6,393,981	6,621,438	6,881,227
SUBTOTAL	5,366,720	8,135,372	4,152,348	5,931,875	6,190,372	6,190,372	5,900,000	6,151,402	6,393,981	6,621,438	6,881,227
Total General Fund Revenue	117,775,565	125,809,926	129,699,447	139,359,442	146,282,340	146,940,401	152,118,713	158,104,197	163,723,839	170,092,112	175,655,356
Reimbursements											
Reimbursements due from Other Funds	1,608,539	1,668,967	1,696,408	1,341,813	1,216,000	1,216,000	1,246,400	1,277,560	1,309,499	1,342,236	1,375,792
Available for Expenditure	119,384,104	127,478,893	131,395,855	140,701,255	147,498,340	148,156,401	153,365,113	159,381,757	165,033,338	171,434,348	177,031,148
Percent Change	7.1%	6.8%	3.1%	7.1%	4.8%	5.3%	3.5%	3.9%	3.5%	3.9%	3.3%

General Fund
Five Year Pro Form
General Fund Recurring Revenue Detail

Line Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Real & Personal Property Tax										
Real & Personal Property w/o Exclusions	89,636,531	93,756,886	98,925,881	106,870,366	113,229,253	119,173,789	124,536,610	129,704,879	134,633,664	140,305,371
Annual Allowance	2,240,913	2,343,970	2,473,157	2,671,812	2,830,732	2,979,345	3,113,415	3,242,622	3,365,842	3,507,634
New Growth	1,879,442	2,825,025	3,922,530	3,684,955	3,113,804	2,383,476	2,054,854	1,686,163	1,346,337	1,403,054
Captured Prior New Growth		1,914	388	2,120					959,529	
Other Adjustments	(20,055)	(29,667)	(118,456)	(12,672)						
General Override			1,548,410							
Total General Levy	93,736,831	98,898,128	106,751,910	113,216,581	119,173,789	124,536,610	129,704,879	134,633,664	140,305,371	145,216,059

Line Description STATE AID	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Chapter 70	7,633,990	7,901,802	8,239,740	8,373,790	8,584,000	8,671,395	8,758,109	8,758,109	8,845,690	8,845,690
School Transportation										
School Construction										
Charter School Tuition Reimbursement	42,269	36,217	5,358	2,679		4,291	4,248	4,205	4,163	4,122
School Lunch	32,448	30,411	31,807							
Unrestricted General Government Aid	1,476,550	1,511,453	1,553,368	1,609,289	1,609,289	1,712,058	1,754,859	1,798,731	1,843,699	1,889,791
Police Career Incentive										
Veterans Benefits	17,735	22,877	34,352	31,593	31,593	28,495	28,495	28,495	28,495	28,495
Chapter 59 Elderly Exemptions	81,584	68,897	64,136	62,012	62,012	48,424	47,940	47,460	46,986	46,516
Public Library Aid	29,788	29,699	37,428	37,255	37,255	36,219	35,857	35,498	35,143	34,792
Total Line	9,314,364	9,601,356	9,966,189	10,116,618	10,324,149	10,500,881	10,629,507	10,672,499	10,804,176	10,849,406

General Fund
Five Year Pro Form
General Fund Recurring Revenue Detail

Line Description LOCAL RECEIPTS	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Motor Vehicle Excise	3,670,000	3,850,000	3,925,000	4,085,000	4,225,000	4,583,500	4,721,005	4,862,635	5,008,514	5,158,770
Other Excise	690,000	795,000	935,000	1,035,000	1,085,000	1,372,975	1,539,164	1,585,339	1,632,899	1,681,886
Penalties & Interest	265,000	230,000	195,000	195,000	195,000	201,825	207,880	214,116	220,540	227,156
Payment in Lieu of Tax	45,000	45,000	45,000	45,000	45,000	46,575	47,972	49,411	50,894	52,421
Charges for Services	555,000	555,000	555,000	570,000	1,310,500	1,433,475	1,476,479	1,520,774	1,566,397	1,613,389
Fees	90,000	90,000	90,000	100,000	100,000	103,500	106,605	109,803	113,097	116,490
Rents	150,000	165,000	167,000	170,000	170,000	175,950	181,229	186,665	192,265	198,033
Library Department Income	50,000	50,000	50,000	42,500	42,500	43,988	45,307	46,666	48,066	49,508
Recreation Department Income	250,000	225,000	200,000	213,000	213,000	158,825	163,590	248,497	255,952	263,631
Other Department Income	334,000	400,000	354,000	320,000	320,000	331,200	341,136	351,370	361,911	372,769
Licenses & Permits	1,115,000	1,300,000	1,427,700	1,430,000	1,520,000	1,573,200	1,620,396	1,669,008	1,719,078	1,770,650
Fines	156,000	129,500	112,000	117,000	117,000	121,095	124,728	128,470	132,324	136,293
Investment Income	80,000	67,500	67,500	67,500	67,500	69,525	71,611	73,759	75,972	78,251
Medicaid Reimbursement			3,300	10,000	25,000	25,875	26,651	27,451	28,274	29,123
Miscellaneous Income	135,000	134,000	10,000	10,500	11,318	11,714	12,066	12,428	12,800	13,184
Miscellaneous Income - Nonrec	69,632	5,633								
Adjustment Funds Used for Ex		(4,633)								
Total Line	7,654,632	8,037,000	8,136,500	8,410,500	9,446,818	10,253,222	10,685,818	11,086,393	11,418,985	11,761,554

General Fund
Five Year Pro Forma - Excluding Debt Exclusions
Operating Budget

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
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Townwide Expense Budgets

Casualty, Liability, Property & Self Insurance Program	525,000	525,000	542,000	560,000	582,400	582,400	602,784	626,481	660,408	687,183	720,174
General Fund Debt Service within the Levy Limit*	3,231,127	3,470,211	3,760,097	4,139,883	4,060,071	4,060,071	4,358,721	4,530,606	4,691,777	4,875,856	5,034,811
Group Health Insurance, Employee Benefits & Administrative Costs	9,758,775	9,841,409	10,298,872	11,770,207	13,197,691	13,220,510	14,196,003	15,222,335	16,632,078	17,626,065	18,552,042
Electric, Light & Gas Program (ELG Program)	233,000	217,804	221,153	254,951	3,414,290	3,462,195	3,514,820	3,606,382	3,829,170	3,943,223	4,103,741
Other Post Employment Benefits	4,923,887	5,535,139	5,140,198	5,336,302	5,568,923	5,568,923	6,072,283	6,347,740	6,635,773	6,936,960	7,251,906
Retirement Assessments	5,030,821	5,454,554	5,656,200	6,185,312	6,724,500	6,724,500	7,332,555	7,995,647	8,343,079	8,705,524	9,083,752
Workers Compensation	450,000	467,550	586,252	609,702	634,090	634,090	656,283	679,253	703,027	727,633	753,100
Classification Performance & Settlements	19,133	14,046		92,959	600,000	449,448	465,179	481,460	498,311	515,752	533,803
Reserve Fund	1,258,431	1,448,243	1,642,157	1,524,767	1,541,875	1,454,376	1,756,612	1,845,195	1,959,066	2,049,932	2,139,995

Total	25,430,174	26,973,956	27,846,929	30,474,083	36,323,840	36,156,513	38,955,240	41,335,099	43,952,689	46,068,128	48,173,324
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Board of Selectmen & Town Manager											
Salary & Wages	669,819	691,474	715,158	785,523	755,962	755,962	837,878	869,298	901,897	935,718	970,807
Expenses	156,433	106,941	109,741	111,312	117,342	117,342	125,061	130,614	136,527	142,826	149,538
Total	826,252	798,415	824,899	896,835	873,304	873,304	962,938	999,912	1,038,424	1,078,544	1,120,345

Town Clerk & Board of Registrars											
Salary & Wages	296,301	282,647	312,927	321,314	345,579	345,579	330,538	373,073	371,993	402,164	384,803
Expenses	45,552	39,265	47,450	45,520	52,750	52,750	54,818	57,013	59,342	61,815	64,444
Total	341,853	321,912	360,377	366,834	398,329	398,329	385,357	430,085	431,335	463,980	449,248

General Fund
Five Year Pro Forma - Excluding Debt Exclusions
Operating Budget

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Town Counsel											
Salary & Wages	70,039	71,790	73,584	75,422	75,442	75,442	77,517	79,648	81,839	84,089	86,402
Expenses	230,000	234,000	254,000	254,000	254,000	254,000	261,620	269,469	277,553	285,879	294,456
Total	300,039	305,790	327,584	329,422	329,442	329,442	339,137	349,117	359,391	369,968	380,857
Personnel Board											
Salary & Wages	600	600		15,000							
Expenses	11,000	15,000	15,000		15,000	15,000	16,155	17,399	18,739	20,182	21,736
Total	11,600	15,600	15,000	15,000	15,000	15,000	16,155	17,399	18,739	20,182	21,736
Finance Department											
Salary & Wages	1,600,620	1,637,963	1,690,829	1,709,311	1,747,977	1,747,977	1,813,526	1,970,537	2,044,433	2,121,099	2,200,640
Expenses	793,865	797,005	783,479	813,261	824,755	824,755	863,197	906,400	949,554	995,278	1,043,745
Capital	37,500	37,500	37,500	38,475	68,475	68,475	70,255	72,082	73,956	75,879	77,852
Total	2,431,985	2,472,468	2,511,808	2,561,047	2,641,207	2,641,207	2,746,978	2,949,020	3,067,942	3,192,256	3,322,237
Finance Committee											
Salary & Wages	30,289	31,668	32,462	34,000	35,733	35,733	37,073	38,463	39,906	41,402	42,955
Expenses	1,075	1,225	1,225	1,225	1,250	1,250	1,269	1,288	1,308	1,328	1,348
Total	31,364	32,893	33,687	35,225	36,983	36,983	38,342	39,752	41,213	42,730	44,303
Planning and Community Development											
Salary & Wages	363,475	389,725	407,750	463,636	486,742	486,742	504,995	523,932	543,580	563,964	585,112
Expenses	28,318	28,318	28,318	28,318	28,608	28,608	29,272	29,963	30,683	31,435	32,221
Total	391,793	418,043	436,068	491,954	515,350	515,350	534,266	553,895	574,263	595,399	617,333
Police Department											
Salary & Wages	4,959,157	5,175,845	5,581,122	5,765,222	5,967,300	5,967,300	6,235,829	6,557,862	6,933,543	7,363,278	7,657,809
Expenses	280,835	292,426	306,930	312,290	306,635	306,635	313,390	322,862	333,257	345,782	353,634
Capital	266,948	155,752	174,724	166,964	228,902	228,902	234,853	240,960	247,225	253,652	260,247
Total	5,506,940	5,624,023	6,062,776	6,244,476	6,502,837	6,502,837	6,784,072	7,121,684	7,514,025	7,962,712	8,271,690
Fire Department											
Salary & Wages	6,249,767	6,581,793	6,758,282	6,894,466	6,942,435	6,942,435	7,626,201	7,931,249	8,574,639	8,917,624	9,274,329
Expenses	253,965	262,482	288,907	300,936	322,236	322,236	317,228	311,755	315,797	309,485	302,646
Capital	11,711		32,831	20,311	23,835	23,835	24,455	25,091	25,743	26,412	27,099
Total	6,515,443	6,844,275	7,080,020	7,215,713	7,288,506	7,288,506	7,967,883	8,268,094	8,916,178	9,253,521	9,604,074
Building Department											
Salary & Wages	460,619	528,614	553,286	579,030	651,327	651,327	675,752	701,092	727,383	754,660	782,960
Expenses	28,940	31,040	31,040	31,040	51,040	51,040	53,251	55,607	58,118	60,795	63,650
Total	489,559	559,654	584,326	610,070	702,367	702,367	729,003	756,700	785,501	815,455	846,610
Minuteman Assessment											
Total	780,038	733,961	893,211	654,134	762,686	766,061	882,787	1,213,277	1,256,148	1,463,859	1,509,451

General Fund
Five Year Pro Forma - Excluding Debt Exclusions
Operating Budget

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Needham Public Schools											
Total	51,112,681	53,995,587	57,961,288	61,480,687	65,189,914	65,189,914	68,219,205	71,273,190	75,516,821	78,833,752	82,300,406
Department of Public Facilities											
Salary & Wages	3,227,402	3,407,208	3,472,871	3,652,434	3,619,482	3,770,034	3,982,819	4,230,655	4,494,139	4,688,346	4,953,056
Expenses	4,545,060	4,595,982	4,599,068	5,028,646	2,561,877	2,561,877	2,672,011	2,812,265	3,020,589	3,172,464	3,365,588
Capital											
Total	7,772,462	8,003,190	8,071,939	8,681,080	6,181,359	6,331,911	6,654,830	7,042,920	7,514,727	7,860,810	8,318,643
Department of Public Works											
Salary & Wages	3,109,481	3,207,178	3,339,322	3,483,097	3,589,558	3,589,558	3,724,166	3,863,823	4,008,716	4,159,043	4,315,007
Expenses	1,384,915	1,406,974	1,485,421	1,548,231	1,542,389	1,542,389	1,609,465	1,684,546	1,790,802	1,873,984	1,966,449
Capital	126,500	7,750	6,284	18,000	38,800	38,800	39,809	40,844	41,906	42,995	44,113
Other	400,000	400,000	400,000	404,000	408,039	408,039	412,119	416,241	420,403	424,607	428,853
Total	5,020,896	5,021,902	5,231,027	5,453,328	5,578,786	5,578,786	5,785,559	6,005,453	6,261,827	6,500,629	6,754,423
Municipal Parking Program											
Other	55,000	70,250	71,445	97,730	99,864	99,864	103,192	106,666	110,296	114,088	118,051
Total	55,000	70,250	71,445	97,730	99,864	99,864	103,192	106,666	110,296	114,088	118,051
Health and Human Services Department											
Salary & Wages	912,469	973,773	1,073,830	1,152,753	1,235,205	1,296,510	1,345,129	1,395,571	1,447,905	1,502,202	1,558,534
Expenses	164,259	212,124	241,215	283,342	256,060	256,060	266,548	277,651	289,410	301,873	315,089
Total	1,076,728	1,185,897	1,315,045	1,436,095	1,491,265	1,552,570	1,611,677	1,673,222	1,737,316	1,804,075	1,873,623
Commission on Disabilities											
Salary & Wages			1,500	1,500	1,500	1,500	1,556	1,615	1,675	1,738	1,803
Expenses	550	550	550	550	550	550	571	593	616	641	667
Total	550	550	2,050	2,050	2,050	2,050	2,127	2,207	2,291	2,379	2,470
Historical Commission											
Salary & Wages											
Expenses	1,050	1,050	1,050	1,050	1,050	1,050	1,066	1,082	1,099	1,115	1,132
Total	1,050	1,050	1,050	1,050	1,050	1,050	1,066	1,082	1,099	1,115	1,132
Needham Public Library											
Salary & Wages	1,071,967	1,103,803	1,156,157	1,250,534	1,262,855	1,262,855	1,313,369	1,362,621	1,413,719	1,466,733	1,521,736
Expenses	310,776	315,748	319,043	328,068	329,018	329,018	336,025	343,231	350,642	358,267	366,113
Total	1,382,743	1,419,551	1,475,200	1,578,602	1,591,873	1,591,873	1,649,394	1,705,852	1,764,361	1,825,000	1,887,849
Park & Recreation Department											
Salary & Wages	453,499	468,456	483,633	496,254	495,097	495,097	514,901	542,670	563,020	584,133	606,038
Expenses	107,875	106,000	114,000	114,000	104,500	104,500	107,576	120,789	124,299	127,964	131,792
Capital								10,000	10,260	10,527	10,800
Total	561,374	574,456	597,633	610,254	599,597	599,597	622,477	673,459	697,579	722,623	748,631

General Fund
Five Year Pro Forma - Excluding Debt Exclusions
Operating Budget

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Memorial Park											
Salary & Wages	750	750	750	750	750	750	761	773	785	797	809
Expenses	750	750	750	750	750	750	761	773	785	797	809
Total	750	750	750	750	750	750	761	773	785	797	809
Department Budget Total	84,611,100	88,400,217	93,857,183	98,762,336	100,802,519	101,017,751	106,037,207	111,183,758	117,610,260	122,923,874	128,193,921
Total Operating Budget	110,041,274	115,374,173	121,704,112	129,236,419	137,126,359	137,174,264	144,992,446	152,518,857	161,562,950	168,992,002	176,367,245

General Fund
Five Year Pro Forma - Excluding Debt Exclusions
Operating Budget

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Townwide (excluding ELG Program)	25,197,174	26,756,152	27,625,776	30,219,132	32,909,550	32,694,318	35,440,419	37,728,717	40,123,519	42,124,905	44,069,582
Board of Selectmen & Town Manager	826,252	798,415	824,899	896,835	873,304	873,304	962,938	999,912	1,038,424	1,078,544	1,120,345
Town Clerk & Board of Registrars	341,853	321,912	360,377	366,834	398,329	398,329	385,357	430,085	431,335	463,980	449,248
Town Counsel	300,039	305,790	327,584	329,422	329,442	329,442	339,137	349,117	359,391	369,968	380,857
Personnel Board	11,600	15,600	15,000	15,000	15,000	15,000	16,155	17,399	18,739	20,182	21,736
Finance Department	2,431,985	2,472,468	2,511,808	2,561,047	2,641,207	2,641,207	2,746,978	2,949,020	3,067,942	3,192,256	3,322,237
Finance Committee	31,364	32,893	33,687	35,225	36,983	36,983	38,342	39,752	41,213	42,730	44,303
Planning and Community Development	391,793	418,043	436,068	491,954	515,350	515,350	534,266	553,895	574,263	595,399	617,333
Police Department	5,506,940	5,624,023	6,062,776	6,244,476	6,502,837	6,502,837	6,784,072	7,121,684	7,514,025	7,962,712	8,271,690
Fire Department	6,515,443	6,844,275	7,080,020	7,215,713	7,288,506	7,288,506	7,967,883	8,268,094	8,916,178	9,253,521	9,604,074
Building Inspector	489,559	559,654	584,326	610,070	702,367	702,367	729,003	756,700	785,501	815,455	846,610
Minuteman Assessment	780,038	733,961	893,211	654,134	762,686	766,061	882,787	1,213,277	1,256,148	1,463,859	1,509,451
Needham Public Schools	51,112,681	53,995,587	57,961,288	61,480,687	65,189,914	65,189,914	68,219,205	71,273,190	75,516,821	78,833,752	82,300,406
Department of Public Facilities	7,772,462	8,003,190	8,071,939	8,681,080	6,181,359	6,331,911	6,654,830	7,042,920	7,514,727	7,860,810	8,318,643
Electric, Light & Gas Program	233,000	217,804	221,153	254,951	3,414,290	3,462,195	3,514,820	3,606,382	3,829,170	3,943,223	4,103,741
Department of Public Works	5,020,896	5,021,902	5,231,027	5,453,328	5,578,786	5,578,786	5,785,559	6,005,453	6,261,827	6,500,629	6,754,423
Municipal Parking Program	55,000	70,250	71,445	97,730	99,864	99,864	103,192	106,666	110,296	114,088	118,051
Health and Human Services	1,076,728	1,185,897	1,315,045	1,436,095	1,491,265	1,552,570	1,611,677	1,673,222	1,737,316	1,804,075	1,873,623
Commission on Disabilities	550	550	2,050	2,050	2,050	2,050	2,127	2,207	2,291	2,379	2,470
Historical Commission	1,050	1,050	1,050	1,050	1,050	1,050	1,066	1,082	1,099	1,115	1,132
Needham Public Library	1,382,743	1,419,551	1,475,200	1,578,602	1,591,873	1,591,873	1,649,394	1,705,852	1,764,361	1,825,000	1,887,849
Park & Recreation Department	561,374	574,456	597,633	610,254	599,597	599,597	622,477	673,459	697,579	722,623	748,631
Memorial Park	750	750	750	750	750	750	761	773	785	797	809
Department Budgets (including ELG Program)	84,844,100	88,618,021	94,078,336	99,017,287	104,216,809	104,479,946	109,552,027	114,790,139	121,439,431	126,867,097	132,297,663

**General Fund
Five Year Pro Forma - Excluding Debt Exclusions
Operating Budget**

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	ATM Budget 2017	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
General Fund Operating Budget without Excluded and CPA Debt	110,041,274	115,374,173	121,704,112	129,236,419	137,126,359	137,174,264	144,992,446	152,518,857	161,562,950	168,992,002	176,367,245
Change for Prior Year		4.8%	5.5%	6.2%	6.1%	6.1%	5.7%	5.2%	5.9%	4.6%	4.4%
General Government	4,334,886	4,365,121	4,509,423	4,696,317	4,809,615	4,809,615	5,023,173	5,339,180	5,531,307	5,763,058	5,956,058
Change from Prior Year		0.7%	3.3%	4.1%	2.4%	2.4%	4.4%	6.3%	3.6%	4.2%	3.3%
Public Safety	12,511,942	13,027,952	13,727,122	14,070,259	14,493,710	14,493,710	15,480,958	16,146,477	17,215,704	18,031,688	18,722,375
Change from Prior Year		4.1%	5.4%	2.5%	3.0%	3.0%	6.8%	4.3%	6.6%	4.7%	3.8%
Education	51,892,719	54,729,548	58,854,499	62,134,821	65,952,600	65,955,975	69,101,992	72,486,467	76,772,969	80,297,611	83,809,858
Change from Prior Year		5.5%	7.5%	5.6%	6.1%	6.1%	4.8%	4.9%	5.9%	4.6%	4.4%
Public Facilities (includes EGL I	8,005,462	8,220,994	8,293,092	8,936,031	9,595,649	9,794,106	10,169,651	10,649,302	11,343,898	11,804,032	12,422,385
Change from Prior Year		2.7%	0.9%	7.8%	7.4%	9.6%	3.8%	4.7%	6.5%	4.1%	5.2%
Public Works	5,075,896	5,092,152	5,302,472	5,551,058	5,678,650	5,678,650	5,888,751	6,112,119	6,372,122	6,614,717	6,872,473
Change from Prior Year		0.3%	4.1%	4.7%	2.3%	2.3%	3.7%	3.8%	4.3%	3.8%	3.9%
Community Services	3,023,195	3,182,254	3,391,728	3,628,801	3,686,585	3,747,890	3,887,503	4,056,595	4,203,430	4,355,990	4,514,514
Change from Prior Year		5.3%	6.6%	7.0%	1.6%	3.3%	3.7%	4.3%	3.6%	3.6%	3.6%
Townwide Expense Group (exc	25,197,174	26,756,152	27,625,776	30,219,132	32,909,550	32,694,318	35,440,419	37,728,717	40,123,519	42,124,905	44,069,582
Change from Prior Year		6.2%	3.3%	9.4%	8.9%	8.2%	8.4%	6.5%	6.3%	5.0%	4.6%

**General Fund
Five Year Pro Forma
Facility Focused Changes**

Group	FY2018 Amount	FTE	FY2019 Amount Rosemary Complex	FTE	FY2020 Amount New School	FTE	FY2021 Amount Fire Station #2	FTE	FY2022 Amount Public Safety Complex	FTE
Benefits and Related Costs			16,570		50,774		16,433		44,673	
Other Expenses			2,600		12,000		3,660		8,940	
Townwide Expenses			19,170		62,774		20,093		53,613	
Salary & Wages										
Expenses										
Operating Capital										
General Government										
Salary & Wages					38,991					
Expenses					657					
Operating Capital										
Public Safety					39,648					
Salary & Wages										
Expenses										
Operating Capital										
Education										
Salary & Wages			24,034	0.5	104,834	2.0	25,677	0.5	88,897	1.5
Expenses			45,142		267,581		62,163		144,894	
Operating Capital										
Facilities and Infrastructure			69,176	0.5	372,415	2.0	87,840	0.5	233,791	1.5

**General Fund
Five Year Pro Forma
Facility Focused Changes**

Group	FY2018 Amount	FTE	FY2019 Amount Rosemary Complex	FTE	FY2020 Amount New School	FTE	FY2021 Amount Fire Station #2	FTE	FY2022 Amount Public Safety Complex	FTE
Salary & Wages			8,460							
Expenses			10,000							
Operating Capital			10,000							
Community Services			28,460							
Total			116,806	0.5	474,837	2.0	107,933	0.5	287,404	1.5
Personnel and Benefits			49,064	0.5	194,599	2.0	42,110	0.5	133,570	1.5
Expenses			57,742		280,238		65,823		153,834	
Operating Capital			10,000							
Total			116,806	0.5	474,837	2.0	107,933	0.5	287,404	1.5

**General Fund
Five Year Pro Forma
Service Delivery Demand Focused Changes**

Group	FY2018 Amount	FTE	FY2019 Amount	FTE	FY2020 Amount	FTE	FY2021 Amount	FTE	FY2022 Amount	FTE
Benefits and Related Costs Other Expenses	50,057		87,022		445,629		62,790			
Townwide Expenses	50,057		87,022		445,629		62,790			
Salary & Wages Expenses Operating Capital	53,567 2,500	1.0	89,004 2,500	1.0						
General Government	56,067	1.0	91,504	1.0						
Salary & Wages Expenses Operating Capital			72,600 2,500	1.0	400,516 12,500	5.0	152,393 5,000	2.0		
Public Safety			75,100	1.0	413,016	5.0	157,393	2.0		
Salary & Wages Expenses Operating Capital					1,039,986 75,771	19.5				
Education					1,115,757	19.5				
Salary & Wages Expenses Operating Capital	71,409	1.0	74,446	1.0						
Facilities and Infrastructure	71,409	1.0	74,446	1.0						

**General Fund
Five Year Pro Forma
Service Delivery Demand Focused Changes**

Group	FY2018 Amount	FTE	FY2019 Amount	FTE	FY2020 Amount	FTE	FY2021 Amount	FTE	FY2022 Amount	FTE
Salary & Wages										
Expenses										
Operating Capital										
Community Services										
Total	177,533	2.0	328,072	3.0	1,974,402	24.5	220,183	2.0		
Personnel and Benefits	175,033	2.0	323,072	3.0	1,886,131	24.5	215,183	2.0		
Expenses	2,500		5,000		88,271		5,000			
Operating Capital										
Total	177,533	2.0	328,072	3.0	1,974,402	24.5	220,183	2.0		

**General Fund
Five Year Pro Forma
Capital and Other Appropriations**

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
<u>Other Financial Warrant Articles</u>										
At Grade Crossing Study				35,000						
Blue Tree Replacement			35,000							
DPW/PSAB Location Feasibility Study				40,000						
Eliot School Traffic Safety Improvements					90,000					
Emergency Preparedness					70,000					
Facility Master Plan Study		150,000								
Federal Grant Match N2			5,000							
Fire Pre-Planning Inspection					55,000					
LED Conversion		28,070								
Memorial Park Landscape Improvements				20,000						
NPDES Permit Development					160,000					
OPEB Funding				160,000						
Planning Consultants				45,000						
Property Tax Assistance	13,353	15,025	13,805	27,500	13,222					
Public Facilities Maintenance				570,000	590,000					
Pump Station Improvements				116,143						
Roll Off Containers				48,000						
Senior Corps	15,000			15,000	15,000					
Sidewalk Needs Assessment				100,000						
Solar Facility Feasibility	15,000	15,000								
Tree Inventory Matching Funds		30,000								
Unpaid Bills of Prior Years	4,346									
Unpaid Bills of Prior Years					5,916					
Warner Field		25,000								
Rehabilitation Program				181,925						
Workers Compensation	325,000									
Special Purpose Articles	372,699	263,095	53,805	1,358,568	999,138	1,024,116	1,049,719	1,075,962	1,102,861	1,130,433
General Fund Cash Capital	2,631,633	1,034,584	2,467,260	1,941,411	1,491,117	2,817,648	2,743,481	2,708,440	3,263,625	
General Fund Cash Capital Supp		1,543,081		168,000	250,000	226,408	407,117	552,429	111,374	3,493,124
Other Cash Capital	1,155,000	3,489,276	200,000	603,500	1,200,000					
Capital Funded by Cash	3,786,633	6,066,941	2,667,260	2,712,911	2,941,117	3,044,056	3,150,598	3,260,869	3,374,999	3,493,124
					3,044,056					
RTS Enterprise Fund	576,938	801,458	1,492,270	1,420,000	1,420,000	1,462,600	1,506,478	1,551,672	1,598,223	1,646,169
Sewer Enterprise Fund (Drains I	493,392	858,439	823,671	569,430	519,846	535,441	551,505	568,050	585,091	602,644
Capital Improvement Funds	923,098	616,980	40,695	1,053,000	693,978	46,276	48,127	50,052	52,054	54,136
Debt Service Stabilization Fund					932,781	612,595	862,595			
Appropriated to Other Funds	1,993,428	2,276,877	2,356,636	3,042,430	3,566,605	2,656,912	2,968,704	2,169,774	2,235,368	2,302,949
Total Other Appropriations	6,152,760	8,606,913	5,077,701	7,113,909	7,506,860	6,725,085	7,169,022	6,506,605	6,713,229	6,926,507

**General Fund
Five Year Pro Forma
Capital and Other Appropriations**

Description	Final Budget 2013 June 30, 2013	Final Budget 2014 June 30, 2014	Final Budget 2015 June 30, 2015	Final Budget 2016 June 30, 2016	Revised 2017	Pro Forma 2018 September 6, 2016	Pro Forma 2019 September 6, 2016	Pro Forma 2020 September 6, 2016	Pro Forma 2021 September 6, 2016	Pro Forma 2022 September 6, 2016
Tax Recap Requirements	74,736	72,610	81,735	49,755	49,085	70,000	72,590	75,276	78,061	80,949
State and County Assessments	\$1,238,429	\$1,273,564	\$1,274,075	\$1,291,397	\$1,299,850	\$1,347,944	\$1,397,818	\$1,449,538	\$1,503,171	\$1,558,788
Provisions for Abatement and E:	\$1,876,905	\$2,151,633	\$3,258,232	\$3,009,775	\$2,126,342	\$2,400,000	\$2,460,000	\$2,521,500	\$2,584,538	\$2,649,151
Other Amounts to be Provided	\$3,190,070	\$3,497,807	\$4,614,042	\$4,350,927	\$3,475,277	\$3,817,944	\$3,930,408	\$4,046,314	\$4,165,769	\$4,288,888

**General Fund
Change in Salary and Wage Accounts
FY2012 - FY2017**

	2012		2013		2014		2015		2016		FY17 - ATM	%
Board of Selectmen	649,992	0.8%	669,819	3.1%	691,474	3.2%	715,158	3.4%	785,523	9.8%	755,962	-3.8%
Town Clerk	281,663	-0.2%	296,301	5.2%	282,647	-4.6%	312,927	10.7%	321,314	2.7%	345,579	7.6%
Town Counsel	68,664		70,039	2.0%	71,790	2.5%	73,584	2.5%	75,422	2.5%	75,442	0.0%
Personnel Board	600		600		600			-100.0%	15,000			-100.0%
Finance Department	1,399,514	4.3%	1,600,620	14.4%	1,637,963	2.3%	1,690,829	3.2%	1,709,311	1.1%	1,747,977	2.3%
Finance Committee	28,524	3.8%	30,289	6.2%	31,668	4.6%	32,462	2.5%	34,000	4.7%	35,733	5.1%
Planning and Community Development	347,327	8.3%	363,475	4.6%	389,725	7.2%	407,750	4.6%	463,636	13.7%	486,742	5.0%
Municipal Administration	2,776,284	3.3 %	3,031,143	9.2 %	3,105,867	2.5 %	3,232,710	4.1 %	3,404,206	5.3 %	3,447,435	1.3 %
Police Department	4,863,916	-0.4%	4,959,157	2.0%	5,175,845	4.4%	5,581,122	7.8%	5,765,222	3.3%	5,967,300	3.5%
Fire Department	6,100,123	5.0%	6,249,767	2.5%	6,581,793	5.3%	6,758,282	2.7%	6,894,466	2.0%	6,942,435	0.7%
Building Department	443,280	-0.6%	460,619	3.9%	528,614	14.8%	553,286	4.7%	579,030	4.7%	651,327	12.5%
Public Safety	11,407,319	2.4 %	11,669,543	2.3 %	12,286,252	5.3 %	12,892,690	4.9 %	13,238,718	2.7 %	13,561,062	2.4 %
Public Works (General Fund Only)	3,049,989	-10.1 %	3,109,481	2.0 %	3,207,178	3.1 %	3,339,322	4.1 %	3,483,097	4.3 %	3,589,558	3.1 %
Public Facilities	3,087,351	7.6 %	3,227,402	4.5 %	3,407,208	5.6 %	3,472,871	1.9 %	3,652,434	5.2 %	3,619,482	-0.9 %
Health and Human Services	887,382	1.8%	912,469	2.8%	973,773	6.7%	1,073,830	10.3%	1,152,753	7.3%	1,235,205	7.2%
Commission on Disabilities							1,500		1,500		1,500	
Public Library	1,077,213	0.1%	1,071,967	-0.5%	1,103,803	3.0%	1,156,157	4.7%	1,250,534	8.2%	1,262,855	1.0%
Park & Recreation Department	443,118	0.0%	453,499	2.3%	468,456	3.3%	483,633	3.2%	496,254	2.6%	495,097	-0.2%
Community Services	2,407,713	0.7 %	2,437,935	1.3 %	2,546,032	4.4 %	2,715,120	6.6 %	2,901,041	6.8 %	2,994,657	3.2 %
1) Town Departments (including enterprise and facilities employees)	25,282,302	2.0%	26,059,820	3.1%	27,199,186	4.4%	28,423,877	4.5%	29,512,339	3.8%	30,133,618	2.2%
2) School Department	40,908,300	1.6%	43,903,789	7.3%	46,455,864	5.8%	49,856,876	7.3%	53,277,248	6.9%	55,679,870	4.8%
3) Total Salary and Wage (1+2)	66,190,602	1.7%	69,963,609	5.7%	73,655,050	5.3%	78,280,753	6.3%	82,789,587	5.8%	85,813,488	3.9%
Department of Public Works (Including Enterprise Employees)	5,603,635	-1.8%	5,693,797	1.6%	5,853,827	2.8%	6,110,486	4.4%	6,315,940	3.4%	6,510,982	3.2%

**Town of Needham
General Fund
Five Year Pro Forma
Energy Prices**

Year	Regular Unleaded Gasoline Per Gallon - Boston Area			Fuel Oil # 2 - Northeast			Electricity per kWh - Northeast		
	June Average Price	One Year % Change	Calendar Year Average Price	June Average Price	One Year % Change	Calendar Year Average Price	June Average Price	One Year % Change	Calendar Year Average Price
2011	\$3.738	37.17%	\$3.51	\$3.805	38.72%	\$3.69	\$0.17		\$0.16
2012	\$3.468	-7.22%	\$3.63	\$3.473	-8.73%	\$3.72	\$0.16	-5.88%	\$0.16
2013	\$3.491	0.66%	\$3.50	\$3.529	1.61%	\$3.69	\$0.16		\$0.17
2014	\$3.637	4.18%	\$3.37	\$3.746	6.15%	\$3.68	\$0.17	6.25%	\$0.17
2015	\$2.691	-26.01%	\$2.34	\$2.125	-43.27%	\$2.59	\$0.18	5.88%	\$0.17
2016	\$2.259	-16.05%	NA	\$2.722	28.09%	NA	\$0.17	-5.56%	NA
	Average of the Annual % Change (Five Years)		-8.89%	Average of the Annual % Change (Five Years)		-3.23%	Average of the Annual % Change (Five Years)		0.14%
	Average of the Annual % Change (Three Years)		-12.63%	Average of the Annual % Change (Three Years)		-3.01%	Average of the Annual % Change (Three Years)		2.19%
	June 2016 Average Price % Change from June 2012		-34.86%	June 2016 Average Price % Change from June 2012		-21.62%	June 2016 Average Price % Change from June 2012		6.25%
	June 2016 Average Price % Change from June 2014		-37.89%	June 2016 Average Price % Change from June 2014		-27.34%	June 2016 Average Price % Change from June 2014		

Year	Natural Gas Per Therm - Northeast			Automotive Diesel Fuel Per Gallon		
	June Average Price	One Year % Change	Calendar Year Average Price	June Average Price	One Year % Change	Calendar Year Average Price
2011	\$1.184	-3.82%	\$1.23	\$4.113	34.37%	\$4.00
2012	\$1.052	-11.15%	\$1.11	\$3.988	-3.04%	\$4.13
2013	\$1.153	9.60%	\$1.15	\$3.912	-1.91%	\$4.02
2014	\$1.159	0.52%	\$1.15	\$4.085	4.42%	\$3.99
2015	\$0.964	-16.82%	\$0.99	\$3.098	-24.16%	\$2.94
2016	\$0.964		NA	\$2.490	-19.63%	NA
	Average of the Annual % Change (Five Years)		-3.57%	Average of the Annual % Change (Five Years)		-8.86%
	Average of the Annual % Change (Three Years)		-5.43%	Average of the Annual % Change (Three Years)		-13.12%
	June 2016 Average Price % Change from June 2012		-8.37%	June 2016 Average Price % Change from June 2012		-37.56%
	June 2016 Average Price % Change from June 2014		-16.82%	June 2016 Average Price % Change from June 2014		-39.05%



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

MEETING DATE: 9/6/2016

Agenda Item	Policy for Use of Electronic Message Boards
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Town Manager will recommend the adoption of a policy governing the use of electronic message boards. The policy would apply to fixed location boards such as the one at the RTS, and not to mobile electronic boards, the use of which is governed under Policy BOS-DPW-007.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
Suggested Motion: That the Board vote to approve and authorize the chairman to sign the Policy for the Use of Electronic Message Boards.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Proposed Policy for the Use of Electronic Message Boards b. BOS-DPW-007 Use of Mobile Electronic Message Boards (5/27/2014)			

Board of Selectmen

Policy Number:	BOS-DPW-007
Policy:	Use of Mobile Electronic Message Boards
Date Approved:	May 27, 2014
Date Revised:	
Approved:	 Chairman, Board of Selectman

Section 1: Definitions

Mobile Electronic Message Board - A transportable device capable of displaying variable information in words and symbols from a programmable controller to the public.

Section 2: Policy

It is the policy of the Town of Needham that mobile electronic message boards will be restricted to public safety, general public works, emergency and construction uses only. Mobile electronic message boards will not be used to provide information and/or announcement of community events.

Section 3. Procedures

The Chief of Police, Director of Public Works, and Town Manager are authorized to determine whether a request to use the mobile electronic message boards is in compliance with this policy and may authorize the deployment of such devices as appropriate.

Section 4: Exceptions

The Board of Selectmen retains the authority to make exceptions to this policy if considered in the best interest of the Town to do so.

Town of Needham Board of Selectmen

Policy Number:	
Policy:	Policy for Use of Electronic Message Boards
Date Approved:	
Date Revised:	
Approved:	Chairman, Board of Selectman

Section 1: Definitions

Electronic Message Board - Online communication system consisting of one or more display boards electronically connected to a computer, where information can be shared with the public.

Section 2: Purpose and Criteria

Purpose: The purpose of this policy is to provide a mechanism to notify the general public about events and issues that may affect or be of interest to residents and visitors to the Town of Needham. This policy is to provide guidance for the use of these boards.

Criteria: Use of the boards will be accomplished through a three phased expansion. During all phases, notifications related to public safety shall receive priority over all other messages.

Phase I: Municipal Messages Only – These types of messages are for events and notifications originated by Town of Needham departments.

Phase II: Town Benefitted Events – These include any non-municipal event which directly benefits a Town or Public School entity.

Phase III: Organized Group Event – These include events sponsored by a Needham-based formally organized, not for profit group that are open to the general public, take place in Needham, and will enrich the lives of those attending the event.

Section 3: Messages

Message boards should NOT be a public safety hazard or an assault upon the eyes. The guidelines below will be employed for every message and message rotation.

- a. Events may be posted no more than two weeks prior to the date of the event and will expire the day of the event at midnight.
- b. The number of active messages shall be kept to no more than three, excluding the HOME screen, which could display the date, time and temperature.

- c. The timing between messages shall be no quicker than 3 seconds, nor longer than 5 seconds.
- d. Graphics, and/or animations will be allowed on only one message per rotation.
- e. Color palate will generally be kept to neutral colors.

Section 4: Application

- a. Requests for message displays should be submitted using the online form located on the Town's website.
- b. The Town reserves the right to arrange messages so that there is equitable publicity for all.
- c. In certain cases, the Town Manager is authorized to bump an event if deemed in the best interest of the Town.
- d. In determining priority of messages/notifications, the following order will be applied:
 - 1. Public Safety
 - 2. Municipal
 - 3. Town-Sponsored
 - 4. All Other

Town of Needham Board of Selectmen

Policy Number:	
Policy:	Policy for Use of Electronic Message Boards
Date Approved:	
Date Revised:	
Approved:	Chairman, Board of Selectman

Section 1: Definitions

Electronic Message Board - Online communication system consisting of one or more display boards electronically connected to a computer, where information can be shared with the public.

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Criteria: Use of the boards will be accomplished through a three phased expansion. During all phases, notifications related to public safety shall receive priority over all other messages.

Phase I: Municipal Messages Only – These types of messages are for events and notifications originated by Town of Needham departments.

Benefits
Phase II: Town Sponsored Events – These include any non-municipal event which is directly sponsored by a Town or Public School entity.

benefits
Phase III: Organized Group Event – These include events sponsored by a Needham-based formally organized, not for profit group that are open to the general public, take place in Needham, and will enrich the lives of those attending the event.

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

MEETING DATE: 9/6/2016

Agenda Item	Positions on Warrant Articles
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Board will review articles contained in the October 5, 2016 Special Town Meeting Warrant.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i> That the Board vote to support (not to support) article _____ in the October 5, 2016 Special Town Meeting Warrant.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Status of Articles (9.6.2016) b. Special Town Meeting Warrant Draft (9.2.2016)			

October 5, 2016 Special Town Meeting Status of Articles						
<u>Article</u>	<u>Title</u>	<u>Status</u>	<u>BOS Rec.</u>	<u>FC Rec.</u>	<u>BOS Member</u>	<u>FC Member</u>
1	Collective Bargaining - Fire					
2	Appropriate for Hillside School Construction					
3	Appropriate for Hillside School Outside Play Areas					
4	Amend Zoning By-law Height Limitation Exception					
5	Amend Zoning By-law Definition of Basement					
6	Amend the FY2017 Operating Budget					
7	Amend the FY2017 RTS Enterprise Fund Budget					
8	Appropriate for NPDES MS4 Permit					
9	Appropriate for Eliot School Traffic Safety Improvements					
10	Acceptance of Easement- 1001 - 1015 Central Ave.					
11	Grant of Easement - Greendale Avenue					
12	Amend General By-law - Notification					
13	Citizen's Petition - Amend Zoning By-law					

TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

WEDNESDAY, October 5, 2016

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

DRAFT 9.2.2016

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

WEDNESDAY, THE FIFTH DAY OF OCTOBER, 2016

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

HUMAN RESOURCE ARTICLES

ARTICLE 1: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
PERSONNEL BOARD RECOMMENDS THAT:

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

HILLSIDE SCHOOL ARTICLES

ARTICLE 2: APPROPRIATE FOR HILLSIDE SCHOOL CONSTRUCTION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$57,542,500, for architectural design, engineering, and construction of the Hillside School to be located at or about 585 Central Avenue and shown as Lot 3 on the Needham Assessor's Map, numbered 310 and Lots 5,6,7,9,10, 11 and 27 on the Needham Assessor's Map 108, including the payment of costs incidental or related thereto (the "Project"); which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said sum to be expended under the direction of the Town

Manager and Permanent Public Building Committee. To meet said appropriation the Treasurer with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, M.G.L. Chapter 70B, or any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) thirty four point seventy two percent (34.72%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA; and further that this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The purpose of this article is to seek funding for the construction of the new Hillside Elementary School. The total budget for the Hillside School project is \$66,000,000, of which \$8,457,500 has already been appropriated by Town Meeting for feasibility design (\$695,000) and land acquisition (\$7,762,500). The balance remaining, \$57,542,500, is the amount needed to complete construction of the school. This amount must be appropriated in order for the project to move forward in the Massachusetts School Building Authority's (MSBA) school building process.

The method of funding for this project will be a Proposition 2½ Debt Exclusion Override, scheduled for November 8, 2016. As such, final approval of this project is contingent both upon successful Special Town Meeting appropriation and voter approval of the debt exclusion ballot question.

Although the appropriation needed for construction is \$57,542,500, the MSBA will share in the total cost of this project. The MSBA Board of Directors has approved an estimated maximum total facilities grant of between \$13,066,791 and \$14,014,874 for the school. The final amount that Needham receives will be based on a review and audit of the final project costs and may be an amount less than \$13,066,791. The maximum total facilities grant is based on an anticipated MSBA reimbursement rate of 34.72%, which is applied only to eligible project costs.

Residential tax bills will increase only by the Town's share of the actual cost of the project. The Town will not borrow the full amount unless it is necessary.

Although the scheduled opening date of the new school is September, 2020, the Permanent Public Building Committee (PPBC) is currently considering an accelerated schedule, which would allow the building to open one year earlier than planned – in September 2019 – in an effort to save on cost escalation factors for construction. The anticipated savings are in the \$1.25 to \$1.5 million range. The PPBC will have a clearer understanding of the schedule and

potential savings as the design development process gets underway this fall. If the accelerated schedule becomes a reality and the project budget is reduced, the amount borrowed and ultimately spent will be reduced accordingly.

An Emergency Preamble is requested as part of this warrant article, to permit use of the funds immediately following final Town Meeting vote. The purpose of the preamble is to allow development of the project design on the aforementioned accelerated schedule, which could lead to significant potential budget savings.

ARTICLE 3: APPROPRIATE FOR HILLSIDE SCHOOL OUTSIDE PLAY AREAS

To see if the Town will vote to raise, borrow and/or transfer and appropriate the sum of \$250,000 for architectural design, engineering, and construction costs associated with outside play areas and fields at the new Hillside School to be located at or about 585 Central Avenue, including lands under license, said sum to be expended under the direction of the Town Manager and Permanent Public Building Committee, said sum to be transferred from Article 1 of the November 4, 2013 Special Town Meeting; and further that this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: This article would fund the design and construction of a playing field and adjacent walkways at the new school. The field and walkway project is intended to be a completely separate, but parallel project that would be timed with the design of the building project. The proposed playing field will be approximately 25 yards by 35 yards, which is larger than U6 and U8 regulation soccer fields, but slightly smaller than a U10 youth soccer field.

This project is being kept separate from the school building project at the request of the MSBA, because a portion of these improvements will be constructed on land that is located within the Town of Needham, but that is owned by the Town of Wellesley. The Town of Wellesley owns a parcel of approximately 80 acres that abuts the new school consisting primarily of wetlands that surround the Rosemary Brook and act as a buffer to Wellesley's water supply. Wellesley has agreed to license a portion of this land to the Town of Needham for the purpose of making these recreational improvements.

An additional project to extend the walkways and construct nature trails around the upland knoll behind the school (also located within the licensed land) will be included in the FY2018 – FY2022 Capital Improvement Plan.

ZONING ARTICLES

ARTICLE 4: AMEND ZONING BY-LAW – HEIGHT LIMITATION EXCEPTIONS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the first paragraph, so that it shall now read as follows (new language underlined):

“4.2.2 Height Limitation Exception

The maximum height regulation in Section 4.2.1 shall not apply to schools and municipal buildings which may contain three (3) stories or may be as high as forty-five (45) feet. In the case of schools and other municipal buildings, structures erected on a building and not used for human occupancy, such as chimneys, heating-ventilating or air-conditioning equipment, solar panels, mechanical equipment, mechanical flues or exhausts, elevator housings or equipment, generators, roof access, stairway enclosures, skylights, and the like may exceed the maximum building height provided that no part of such structure or equipment shall project more than 15 feet above the maximum allowable building height and the total horizontal coverage of all of such structures or projections on the building does not exceed thirty-three percent (33%) of the total roof area of the building. Notwithstanding the above height limitations, cornices and parapets may exceed the maximum building height provided they do not extend more than 5 feet above the highest point of the roof. Further provided, solar panels shall also be allowed on rooftops of schools and other municipal buildings, with no limitation on the roof area coverage provided such panels are set back from the edge of the roof a distance at least equal to the height of the panel.

Notwithstanding the foregoing paragraph, a municipal building or structure located on a lot in excess of twenty (20) acres created by deed or plan, endorsed or recorded before September 1, 2012, may be as high as fifty (50) feet, provided the building or structure contains no more than one story, is used primarily for storage purposes and is located at least two hundred (200) feet from all property lines. Any municipal building which ceases to be a municipal building, because of a change of use or ownership, may continue to be used, maintained and reconstructed so as to contain up to the number of stories and the height which existed at the time of the change to non-municipal use or ownership. Notwithstanding the above, nothing contained herein shall in any way limit the rights conferred under footnote (h) of Section 4.2.1 Table of Regulations.”

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 5: AMEND ZONING BY-LAW – DEFINITION OF BASEMENT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 1.3 Definitions, by replacing the existing definition of the term “Basement”, so that the entire definition shall now read as follows:

“Basement – That portion of a building that is partly or completely below grade. A minimum of 50% of the basement walls must be below grade to be considered a basement. Only one basement level may be partly below grade; additional basement levels must be completely below grade. Notwithstanding the above, a walkout basement shall be limited to a maximum height of 9 feet with said height measured from finished basement floor to finished basement ceiling.”

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

FINANCIAL ARTICLES

ARTICLE 6: AMEND THE FY2017 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 12 of the 2016 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits, Assessments & Administrative Costs	\$13,197,691	\$13,220,510
4	Needham Electric, Light & Gas Program	\$3,414,290	\$3,462,195
9	Reserve Fund	\$1,541,875	
20	Minuteman Assessment	\$762,686	\$766,061
23B	Public Works Expenses	\$1,542,389	
25A	HHS Salaries & Wages	\$1,235,205	\$1,296,510

Or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 7: AMEND THE FY2017 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2017 RTS Enterprise Fund Budget adopted under Article 13 of the May 2016 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
101B	Expenses	\$1,200,969	\$1,278,969

said sum to be raised from RTS Enterprise Fund Receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 8: APPROPRIATE FOR NPDES MS4 PERMIT DEVELOPMENT

To see if the Town will vote to raise, borrow and/or transfer and appropriate the sum of \$200,000 for the purpose of funding engineering and consulting services for the development of an application for a National Pollutant Discharge Elimination System (NPDES) MS4 Stormwater Permit, said sum to be spent under the direction of the Town Manager, and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: *The United States Environmental Protection Agency (EPA) has released the requirements for National Pollutant Discharge Elimination System (NPDES) compliance. The purpose of this funding is to engage an engineering firm to develop the Town's NPDES MS4 permit application.*

The new regulations are the most sweeping set of stormwater regulations in the last 45 years. While Needham has been planning and implementing stormwater improvements for many years, the new regulations will require substantial changes to the Town's stormwater operations, drainage infrastructure, site plan and subdivision reviews, and the creation of a stormwater by-law. The permit mandates the discharge of clean stormwater to the Maximum Extent

Practicable (MEP) and/or stormwater that does not cause or contribute to an exceedance of water quality standards. The permit will also require that pollutants be reduced to meet Total Maximum Daily Loading requirements for pathogens (bacteria), will require a plan for reduction in the amount of phosphorous discharging to waterbodies by 45%, and a plan for improving conditions for impaired water bodies including Alder Brook, the Charles River, Fuller Brook and Rosemary Brook for a variety of other contaminants. Construction and/or installation of structural Best Management Practices (BMPs) are required in each year of the new permit, such as the dredging of Rosemary Lake and the Dedham Avenue Reservoir, installation of aerating devices on Lake Drive and Glendoon Road, and installation of water quality tanks in Chestnut Street and Marked Tree Road.

The 2016 NPDES requirements include six control measures: public education and outreach, public participation and involvement, illicit discharge detection and elimination (IDDE), construction site runoff control, post-construction runoff control, and pollution prevention and good housekeeping. The focus of the funding is for IDDE, and pollution prevention, with the other factors to be developed in-house. IDDE includes tasks such as creation of a stormwater General By-law, data collection and mapping of the sanitary sewer system and stormwater system including all swales, ditches and water conveyances, all interconnections with other stormwater systems, all water bodies, and all catchment areas, assessment and ranking of the areas identified in the mapping phase, development of high and low priority areas for screening, written catchment investigation procedures, development of system vulnerability factors, and dry and wet weather sampling. Pollution prevention and good housekeeping include tasks such as establishing procedures and maintenance plans for all parks and open spaces, buildings and facilities, and vehicles and equipment; an operations and maintenance plan for all catch basins, street sweeping, winter road maintenance, and the development of a stormwater pollution prevention plan (SWPPP) for all maintenance garages, Public Works facilities, transfer stations, and waste handling facilities. Annual reporting of all maintenance activities, spills or overflows, and inspections is required including posting and updating all stormwater activities on the Town's website.

ARTICLE 9: APPROPRIATE FOR ELIOT SCHOOL TRAFFIC SAFETY IMPROVEMENTS

To see if the Town will vote to raise, borrow and/or transfer and appropriate the sum of \$90,000 for the purpose of funding engineering, design and construction for Eliot School Traffic Safety Improvements, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: *The Eliot School participated in a Safe Routes to School study, conducted by the Commonwealth, that recommended several improvements to the Eliot School walking route. Recommended improvements include the installation of flashing School Zone 20 MPH signs and radar enabled speed limit signs on Central Avenue within 1,000 feet of the Eliot School. The Traffic Management Advisory Committee concurred with the study and*

recommended that these improvements be installed as soon as possible considering weather limitations. The study included other recommendations that would involve the reconstruction of the Cedar Street/Central Avenue intersection. These improvements will be considered in the FY2018 – 2022 Capital Improvement Plan.

GENERAL ARTICLES /CITIZENS' PETITIONS / COMMITTEE ARTICLES

ARTICLE 10: ACCEPTANCE OF EASEMENT/1001 – 1015 CENTRAL AVENUE SUBDIVISION

To see if the Town will vote to authorize the Selectmen to accept the following easement from RRNIR, LLC: Non-exclusive right and perpetual easement and right of way over Sunrise Terrace for the purpose of passing on foot or by vehicle as shown on a plan entitled "Sunrise Terrace, Definitive Subdivision, last revised June 29, 2016, on file with the Needham Planning Board; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: As a condition of approval of the 1001 – 1015 Central Avenue Subdivision, the Planning Board required that the Developer grant the Town an access easement to allow vehicles and pedestrians to pass and re-pass over the way known as Sunrise Terrace.

ARTICLE 11: GRANT OF EASEMENT – GREENDALE AVENUE

To see if the Town will vote to authorize the Park & Recreation Commission to grant a thirty-foot wide, perpetual, non-exclusive easement to NSTAR Electric Company d/b/a Eversource Energy, for the purpose of installing, maintaining, repairing, replacing and operating an underground electric transmission line in and under a portion of Town property known as the "Gravel Pit" located off of Greendale Avenue (Assessors Map 15, Parcel 4), with the location of the easement on such property to be determined by the Park & Recreation Commission upon completion of field surveys and investigation of soil conditions, but approximately as shown on the drawing on file at the Town Clerk's Office, such easement to be substantially in the form of a proposed easement on file at the Town Clerk's Office, and to authorize the Commission to execute any documents or instruments necessary to effect said easement upon such terms as they deem to be in the best interest of the Town; or take any other action relating thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Eversource is proposing to make improvements to its existing electric transmission line system in Needham by separating the existing double circuit tower transmission lines between the Baker Street Substation in West Roxbury and the Needham

Substation on Chestnut Street. The work is necessary to improve the reliability of its existing transmission line system. Eversource has been working closely with the Town on the topic of routing, with an emphasis on avoiding or minimizing impacts to the residents of Needham during construction and operation of the approximately 3.2 mile transmission line. From the inception of the project, the Board of Selectmen has made it clear that the Town will not support a route involving construction of a new overhead transmission line along the entire right of way. It is the Board's opinion that constructing a new overhead transmission line along this portion of right of way would result in significant and unacceptable negative impacts to the abutting residential neighborhoods along the right of way and MBTA railroad tracks. As a result of these discussions, Eversource has identified a preferred route that would run the line over Route 128/195 up to the Valley Road area, and the balance of the transmission line (approximately 2.6 miles) would be installed underground.

The preferred route would require the installation of the transmission line outside of the Eversource right of way across a municipal parcel near Greendale Avenue, which is under the primary jurisdiction of the Park & Recreation Commission. At its meeting on August 22, 2016, the Commission voted to recommend the granting of a thirty-foot wide perpetual, non-exclusive easement to Eversource for the purpose of installing, maintaining, repairing, replacing and operating an underground electric transmission line in and under a portion of the property known as the "Gravel Pit." Prior to executing the easement, the Commission will enter into a host community agreement with Eversource to ensure appropriate mitigation, including construction of a trail connecting to the Town's trail network along the Greendale Avenue green buffer zone.

ARTICLE 12: AMEND GENERAL BY-LAW – NOTIFICATION

To see if the Town will vote to amend the General By-laws by deleting sections 1.2 and 1.3, renumbering sections accordingly, and inserting in place thereof the following:

"SECTION 1.2 NOTIFICATION

1.2.1 All Town Meetings shall be notified and warned by posting attested copies of the Warrant calling for the Town Meeting in not less than twenty public places in the Town at least seven days before the time of holding the Annual Town Meeting and at least fourteen days before any Special Town Meeting.

1.2.2 The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member, at least seven days in advance, a copy of the Warrant for the Annual Town Meeting, held for the purpose of the transacting of business.

1.2.3 The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member, at least fourteen days in advance, a copy of the Warrant for each Special Town Meeting.

1.2.5 The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Town Meeting, and shall post a copy of each warrant on the official Town of Needham website.

1.2.6 The Town Clerk shall cause the titles and a synopsis of all Town Meeting Articles to be printed in a local newspaper.”

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: In 2002, Town Meeting voted to eliminate the practice of distributing the Town Warrant to each household. The General By-laws of the Town still requires the mailing of a notice of each annual Town Election. With the increased use of the Town’s website, the advent of social media and the number of other ways to inform the public, the Town Clerk has recommended that the mailing of a postcard for the Annual Town Election – always held on the second Tuesday of April – is no longer necessary.

ARTICLE 13: CITIZENS PETITION – AMEND ZONING BY-LAW

To see if the Town will vote to amend Section 4.2.1, Table of Regulations, of the Needham Zoning Bylaw with respect to Single Residence B and General Residence Districts as follows:

1. **31.5’ Maximum Height (Average):** Revise to indicate that the Maximum Height for Single Residence B and General Residence districts shall be thirty-one and one-half (31.5) feet.
2. **35’ Maximum Height (Average) with 50% increase in Side and Rear Setbacks:** Insert the following new footnote (m): “(m) Notwithstanding anything to the contrary contained herein, a building or structure located in either a Single Residence B or General Residence district may be up to thirty-five (35) feet in height provided such building or structure maintains side and rear setbacks that are at least 50% greater than the applicable minimum setback distances identified in this Section 4.2.1.” Footnote (m) shall be added as reference for “Maximum Height,” Single Residence B and General Residence districts.
3. **Existing and Proposed Grades used in Height Calculation:** Insert the following new footnote (n): “(n) The lower of existing and proposed grade elevations around a building shall be used to calculate the maximum height of Buildings and Structures located in Single Residence B and General Residence districts.” Footnote (n) shall be added as reference for “Maximum Height,” Single Residence B and General Residence districts.

4. **37' Maximum Height Above Grade at Any Point Around Building:** Insert the following new footnote (o): “(o) The maximum height at any single point of any building or structure located in either a Residence B or General Residence district shall not exceed thirty-seven (37) feet above the lower of new and existing grade elevations around the building.” Footnote (o) shall be added as reference for “Maximum Height,” Single Residence B and General Residence districts.
5. **Neighborhood Context in Establishing Front Yard Setbacks:** Insert the following new footnote (p): “(p) The minimum required front setback for a lot in either a Single Residence B or General Residence district shall not be less than the average front setback of existing buildings that are located on the same street and within one-hundred fifty (150) feet of the lot being developed. If two or more existing buildings on a single lot are located within one-hundred fifty (150) feet of the lot being developed, the building having the shortest front setback shall be used in calculating the average front setback. Notwithstanding the foregoing, the minimum front setback shall not exceed thirty-five (35) feet. For any corner lot, the requirements of this footnote (p) shall apply to the front setback from the lot’s address street.” Footnote (p) shall be added as reference for “Front Setback” for Single Residence B and General Residence districts.

INSERTED BY: Paul Dawson et. al.
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 16th day of August 2016.

MATTHEW D. BORRELLI, *Chairman*
MARIANNE B. COOLEY, *Vice Chairman*
DANIEL P. MATTHEWS
JOHN A. BULIAN
MAURICE P. HANDEL

Selectmen of Needham

A TRUE COPY

Attest:

Constable:

**Town Clerk's Office
Needham, MA 02492**

ATTN: SPECIAL TOWN MEETING WARRANT

Board of Selectmen

AGENDA FACT SHEET for 9/6/2016

Agenda Item: Accept Conservation Restriction

Presenter(s): Kate Fitzpatrick, Town Manager

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

As part of the permit (DEP File #234-459) issued for work on the property at 41 Woodworth Road (Lot 50), the Conservation Commission required the Applicant to record a Conservation Easement prohibiting further work or alteration within the protected resource area (50-foot Buffer Zone) delineated on the As-Built Site Plan without the filing of a new Notice of Intent and issuance of a new Order of Conditions. On August 11th, the Conservation Commission voted to accept the Conservation Easement. The Bordering Vegetated Wetlands located on the western portion of the site provide excellent wildlife habitat and are part of a larger wetland complex located to the west and south to the Charles River.

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

Suggested Motion: That the Board accept and sign the Conservation Easement to the Town of Needham from Thomas G. and Sharon M. Sipp for the land referenced in the document.

3. BACK UP INFORMATION ATTACHED:

- a. Original Conservation Restriction document (as signed by the Owner and the Conservation Commission), including the plan as referenced in the Conservation Easement
- b. GIS image showing (general) location of the land

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	[no]	NA	_____
b.	Town Counsel	[yes]	no	NA	_____
c.	Finance Director	yes	[no]	NA	_____
d.	Conservation Comm.	[yes]	no	NA	_____

Disposition by BOS

Action taken: _____ Present on future Agenda: _____

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

Prepared by DJA

EASEMENT

WHEREAS, Thomas G. Sipp and Sharon M. Sipp, ("the Grantors") are the owners of certain premises located at 41 Woodworth Rd., Needham, MA by deed recorded as Document No. 1136024 on August 17, 2007 on Certificate No. 175324, shown as Lot 50 on a Plan entitled "Subdivision Plan of Land in Needham, Mass., Owner: Pamela Shaw, Develop: Wildale Corp., Engineer: Needham Survey Associates, Inc., 281 Chestnut St., Needham, Mass. 02192" dated Feb. 11, 1997, revised April 8, 1997, April 25, 1997, June 3, 1997 and March 5, 1999, scale 1"-40', as approved by the Land court and filed in the Land Registration Office as Plan No. 5919-7 with Certificate 169147 ("the Premises"), and

WHEREAS, the Conservation Commission for the Town of Needham ("the Commission" and/or "the Grantee") has issued an Order of Conditions, DEP File No. 234-459, ("the OOC"), recorded herewith, relating to the construction of a single family home and associated landscaping at the Premises; and

WHEREAS, Special Condition No. 21 of the OOC requires the submission and recording of an As Built Plan, and said plan has been submitted and approved (see plan entitled "As-Built Site Plan" by Kelly Engineering Group, Inc., by Steven M. Horsfall, P.L.S. dated June 8, 2016, to be recorded herewith); and

WHEREAS, Special Condition No. 22 requires the recording of a permanent easement (which may be termed hereinafter an "easement", "restriction", or "conservation restriction") to be granted to the Commission prohibiting further work or alteration within the protected resource area delineated on the As-Built Site Plan, said work or alteration including but not limited to building, grading, clearing, dumping of leaves or other landscaping debris or other materials, mowing or other disturbance within the protected resource area, without the filing of a new Notice of Intent and the issuance of a new Order of Conditions by the Commission, as set forth in Special Condition No. 23 of the said OOC.

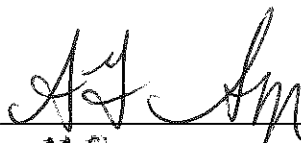
NOW, THEREFOR, for and in consideration of One (\$1.00) dollar and the approval of the As-Built Site Plan and the issuance of a Certificate of Compliance by the Commission, the undersigned Grantors, for themselves, and their heirs, successors and assigns, grants an easement to the Town of Needham, MA, acting by and through the Commission, prohibiting certain activities within the protected resource area, and the Grantors do hereby agree, for themselves, and their heirs, successors and assigns, that no further work, including but not limited to building, grading, clearing, dumping of leaves or other landscaping debris or other materials, mowing or other disturbance, shall be performed within the protected resource area, shown as the area within the 50 foot Buffer Zone as shown on said As-Built Site Plan.

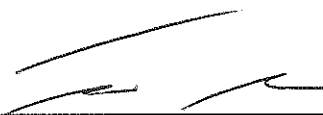
This restriction shall hereafter be including or referred to in all deeds conveying the said Premises. It shall survive the issuance of a Certificate of Compliance by the Commission as an independent covenant and restriction running with the land.

It shall be presumed that any work or alteration, which includes, but is not limited to, building, grading, clearing, dumping of leaves for other landscaping debris or other materials, mowing, or in any way disturbing the areas protected by the Act and Bylaws that is inconsistent with, or not specifically authorized by, such Order of Conditions shall require or the filing of a new Notice of Intent in issuance of an Order of Conditions from the Conservation Commission. Such order shall be included in each subsequent deed of this property. This condition shall be noted on the Certificate of Compliance and shall continue in perpetuity.

Grantors, for themselves and their successors and assigns, grant the foregoing easement to the Town of Needham, acting through the Commission, the Grantee herein, with quitclaim covenants. In addition, the Grantors, for themselves and their successors and assigns, grant to the Commission the rights, easements, and restrictions set forth on Exhibit A attached hereto, which are made a part hereof and which are incorporated herein by reference.

Executed under seal this 10 day of August, 2016.


Sharon M. Sipp

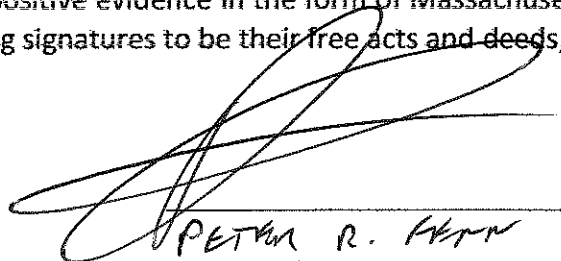

Thomas G. Sipp

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss:

August 10, 2016

Then personally appeared the above-signed Thomas G. Sipp and Sharon M. Sipp, who proved their identities to me through positive evidence in the form of Massachusetts Drivers' Licenses, and acknowledged the foregoing signatures to be their free acts and deeds, before me.


PETER R. KERN
Notary Public
My Commission Expires: 1/19/18

ACCEPTANCE OF GRANT

The foregoing Conservation easement is accepted this 11 day of August, 2016.

TOWN OF NEEDHAM CONSERVATION COMMISSION
BY: ITS COMMISSIONERS

Jack Bernardo

[Signature]

Sharon Soltzberg

[Signature]

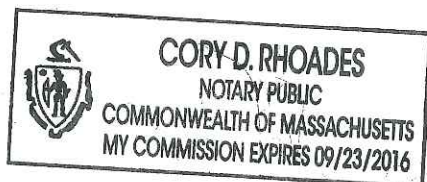
Steven

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss:

August 11, 2016

Then personally appeared the above-signed Janet Carter Bernardo, Stephen Farr
Peter Oehlkers, Allison Richardson and Sharon Soltzberg
who proved their identities to me through positive evidence in the form of Massachusetts
Drivers' Licenses, and acknowledged the foregoing signatures to be his/her their free act(s) and
deed(s), before me.



[Signature]

Notary Public
My Commission Expires:

APPROVAL OF SELECTMEN

We, the undersigned, being a majority of the Selectmen of the Town of Needham, Massachusetts, hereby certify that at its meeting DULY held on September 6, 2016, the Selectmen voted to approve the foregoing Conservation Restriction granted to the Conservation Commission pursuant to M.G.L. c. 40, §8C..

TOWN OF NEEDHAM
BOARD OF SELECTMEN

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss:

September , 2016

Then personally appeared the above-signed

who proved their identities to me through positive evidence in the form of Massachusetts Drivers' Licenses, and acknowledged the foregoing signatures to be his/her/their free act(s) and deed(s), before me.

Notary Public

My Commission Expires:

EXHIBIT A

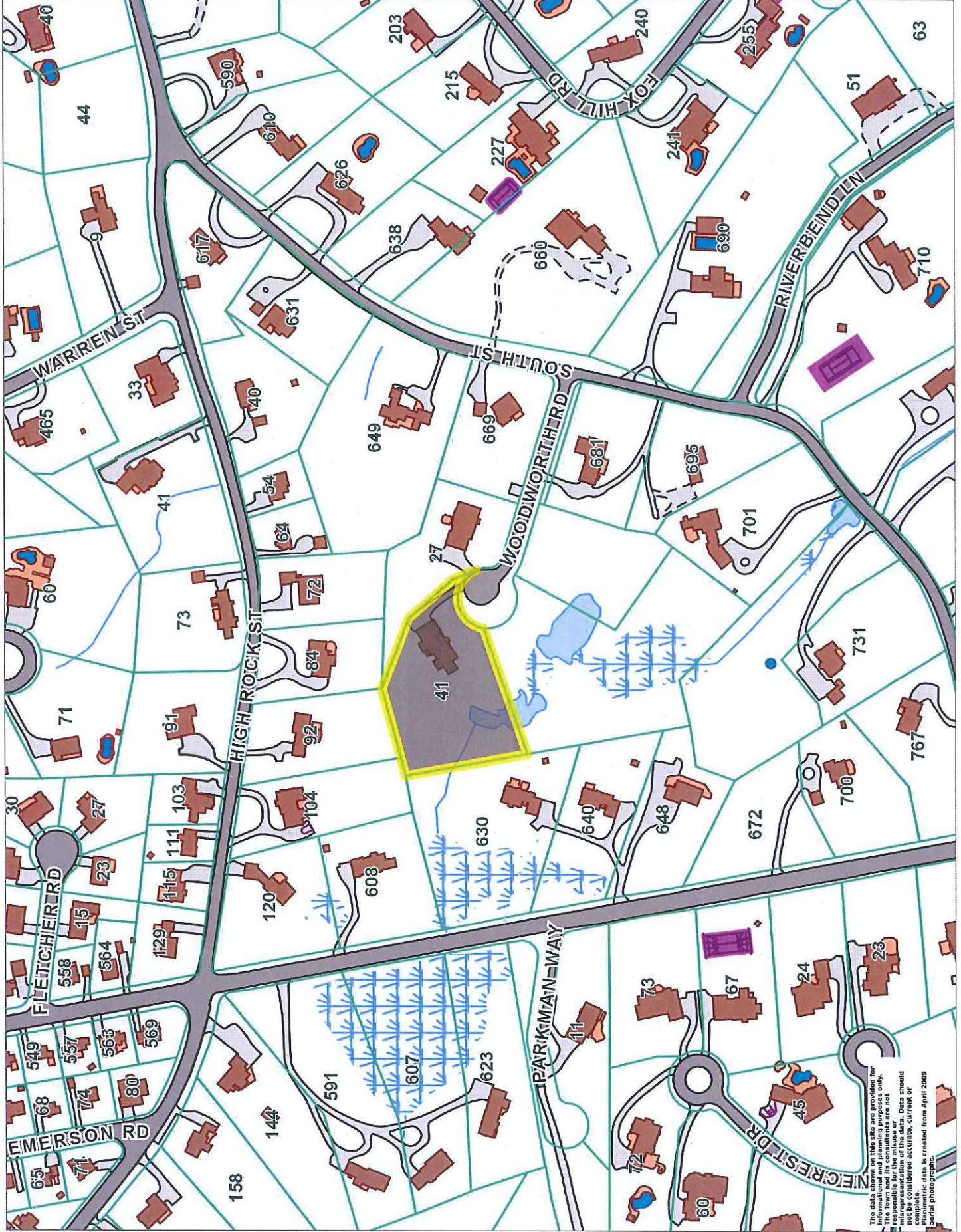
1. The restriction hereby conveyed does not grant to either the town of Needham, acting through its Conservation Commission, (hereinafter the "Grantee"), or the public any right to enter the premises or any portion thereof, except that the Grantor grants to the Grantee a permanent easement of access to enter the Premises, acting by and through its Conservation Commission or its Designees, at reasonable times and in a reasonable manner for the purpose of inspecting the premises and enforcing the foregoing Restriction and remedying any violation thereof. The right hereby granted shall be in addition to any other remedies available to the Grantee for the enforcement of the foregoing Restriction.
2. The rights hereby granted shall include the right to enforce this Conservation Restriction by appropriate legal proceedings and to obtain injunctive and other equitable relief against any violations, including, without limitation, relief requiring restoration of the Premises to its condition prior to the time of injury complained of (it being agreed that the Grantee may have no adequate remedy at law) and shall be in addition to and not in limitation of, any other rights and remedies available to the grantee.
3. The Grantor, and thereafter the successors and assigns of the Grantor, covenants and agrees to reimburse the Grantee for all reasonable costs and expenses (including, without limitation, counsel fees) incurred in enforcing this Restriction or in remedying or abating any violation thereof.
4. By the acceptance of this Conservation Restriction, the Grantee does not undertake any liability or obligation relating to the condition of the Premises.
5. If any provision of this Conservation Restriction shall to any extent be held invalid, the remainder shall not be affected.
6. Grantee acknowledges that Grantor and its successors and assigns may request modifications to the terms of this Conservation Restriction, which Grantee may grant or deny in its sole discretion.
7. The burdens of this Conservation Restriction shall run with the premises in perpetuity, and shall be enforceable against the Grantor and the successors and assigns of the Grantor then holding any interest in the premises.
8. The Grantee is authorized to record or file any notices or instruments appropriate to ensuring the perpetual enforceability of this Conservation Restriction; the Grantor on behalf of itself and its successors and assigns appoints the Grantee their attorney-in-fact to execute, acknowledge, and deliver any such instruments on their behalf. Without limiting the foregoing,

the Grantor and its successors and assigns agreed themselves to execute any such instrument upon request.

9. The Grantor agrees to incorporate by reference the terms of this Conservation Restriction in any deed or other legal instrument by which it divests itself of any interest in the Premises.



- Parcels
Towers
Satellite Dish
Tower Anchor
Painted Lines
Crosswalk
Sports Lighting
Court Striping
Field Striping
Railroad Track
Trail
Building
Decks And Patios
Swimming Pool
Bridge
Sidewalk
Elevator Stairway
Driveway
Paved Driveway
Roads
Paved Road
Unpaved Road
Parking Lots
Unpaved Parking Lot
Sports Areas
Baseball
Baseball Infield
Basketball and Tennis
Basketball
Golf Course
Golf Tee
Playground
Track and Field
Tank
Wetlands
MA Highways
Interstate
US Highway
Numbered Routes
Town Boundary
Auditing Towns
Auditing Towns Mask
Road Centerlines
Waterbody
Streams And Drainage Ditches

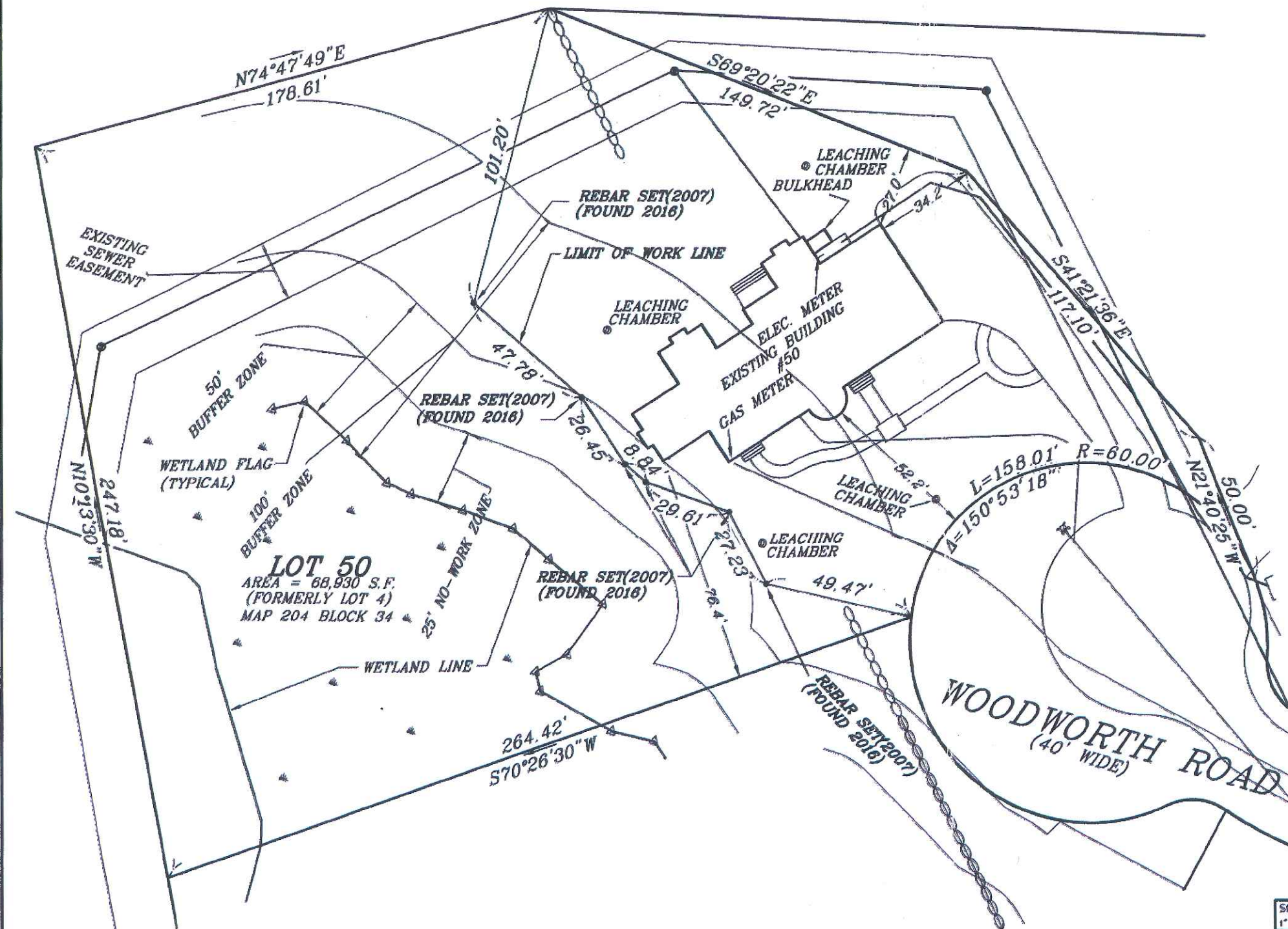


The data shown on this map are provided for informational and planning purposes only. This Town and its consultants are not responsible for the accuracy or completeness of the data. Data should not be considered accurate, current or complete. Data is created from April 2009 aerial photographs.

41 Woodworth Road

Printed on 08/29/2016 at 10:19 AM

0 350 700 ft



I CERTIFY THAT THE PROPERTY LINES SHOWN HEREON ARE THE LINES DIVIDING EXISTING OWNERSHIPS, AND THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND NO NEW LINES FOR THE DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN.

I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMANCE WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

Steven M. Horsfall
 STEVEN M. HORSFALL, P.L.S.
 No. 41608
 DATE 6-27-16

GRAPHIC SCALE

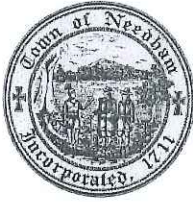


(IN FEET)
 1 inch = 40 ft.

SCALE 1" = 40'				
DATE 6/8/16	REV	DATE	REVISION	BY
SHEET 1 OF 1				
PLAN NO. 2016-044-A801	PETRINI CORP. LOT 50 WOODWORTH ROAD NEEDHAM, MASSACHUSETTS			
DISK REF NO. F:\A\2005-002	AS-BUILT SITE PLAN			
DRAWN BY SMH	KELLY ENGINEERING GROUP, INC. CIVIL ENGINEERING CONSULTANTS			
CHKD BY DAM	0 CAMPANELLI DRIVE BRAINTREE MA 02184			
APPD BY SMH	PHONE: 781 843 4353 FAX: 781 843 0028			
SHEET NO.				1

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

MEETING DATE: 9/6/2016

Agenda Item	Minuteman School Referendum
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
A special election will be held on Tuesday, September 20, 2016 from noon to 8:00 p.m. at the Center at the Heights. The election is a District-wide referendum on the bonding for a new Minuteman High School.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i> That the Board vote to support the referendum on the bonding for a new Minuteman High School.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a. Notice of Election prepared by the Minuteman School			



MINUTEMAN
A REVOLUTION IN LEARNING

758 Marrett Road
Lexington, MA 02421 781.861.6500
www.minuteman.org

NON-PROFIT ORG
US POSTAGE PAID
PERMIT NO. 59744
BOSTON, MA

RESIDENTIAL CUSTOMER

IMPORTANT SPECIAL ELECTION INFORMATION
Minuteman District-Wide Referendum
Tuesday, September 20, 2016
12 Noon - 8 p.m.

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2016 AUG 19 A 10:55

Notice of Special Election and Change in Certain Polling Places District-Wide Referendum on Bonding for a New Minuteman High School Tuesday, September 20, 2016 from 12 Noon to 8 p.m.

This special election has been called pursuant to Massachusetts General Laws Chapter 71, Section 16(n). Polling places have been selected by the Minuteman School Committee in consultation with its 16 member towns. These polling places may differ from where you normally vote. In those cases, this is a temporary change, for this election only. The following polling places will be used for this special election:

- Acton – R.J. Grey Junior High School, 12 Charter Road, Acton
- Arlington – at the 10 customary polling locations (21 precincts) in the town
- Belmont – at the 7 customary polling locations (8 precincts) in the town
- Bolton – Nashoba Regional High School Auditorium, 12 Green Road, Bolton
- Boxborough – Town Hall, Grange Meeting Room, 29 Middle Road, Boxborough
- Carlisle – Town Hall, Clark Room, 66 Westford Street, Carlisle
- Concord – Harvey Wheeler Community Center, 1276 Main Street, Concord
- Dover – Dover Town House, Great Hall, 5 Springdale Avenue, Dover
- Lancaster – Town Hall Auditorium, 695 Main Street, Lancaster
- Lexington – Lexington Community Center, 39 Marrett Road, Lexington
- Lincoln – Smith School Gym, 6 Ballfield Road, Lincoln
- Needham – The Center at the Heights, 300 Hillside Avenue, Needham
- Stow – The Center School, 403 Great Road, Stow
- Sudbury – Town Hall, 322 Concord Road, Sudbury
- Wayland – Town Building, 41 Cochituate Road, Wayland
- Weston – Town Hall, Lower Level Meeting Room, 11 Town House Road, Weston

You may only vote in the community in which you are registered to vote. If you are not registered to vote at your current address, the last date to do so for this special election is August 31, 2016, at 8:00 p.m. To check on your voter registration status or to complete online voter registration, go to www.sec.state.ma.us/e/elevotertools.htm.

To view the ballot for this special election, please visit our website: www.minuteman.org.

This notice was prepared by the Minuteman Regional Vocational Technical School District, 758 Marrett Road, Lexington, MA 02421, in cooperation with the Elections Division of the Massachusetts Secretary of State's Office and Town Clerks in the 16 member towns in the Minuteman Regional Vocational Technical School District.



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

MEETING DATE: 9/6/2016

Agenda Item	Noise By-law
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Board will discuss the possibility of expanding the hours of the existing Noise By-law, which states: SECTION 3.8 NOISE REGULATION 3.8.1 General Except in an emergency, construction activity conducted pursuant to a building permit, which causes noise that extends beyond the property line, shall be limited to the hours of 7AM to 8PM unless authorized by rules or regulations adopted by the Board of Selectmen. The penalty for violation of this regulation shall be a \$50 fine.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO

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

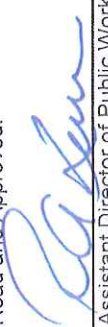
WHEREAS the appropriate divisions of the Department of Public Works have submitted to you the following commitment(s) on the dates listed below for the collection of water, sewer revenue and

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:	-\$205.80
Water Irrigation:	\$0.00
Water Admin Fees	\$0.00
Sewer Sales:	-\$561.30
Transfer Station Charges:	\$0.00
Total Abatement:	-\$767.10

Order #: 1222

Read and Approved:

 8/31/2012

Assistant Director of Public Works

For the Board of Selectmen

Date: 9/6/16

 8/31/16

Director of Public Works

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

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
JO	Council on Aging (2)						\$0.00	-\$205.80	-\$561.30	-\$767.10	COA	N

Total: -\$767.10

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



TOWN OF NEEDHAM

TOWN HALL

1471 Highland Avenue
Needham, MA 02492-2669

September 6, 2016

To Whom It May Concern:

The Board of Selectmen has received numerous complaints about trash containers blocking sidewalks and streets. The purpose of this letter is to ensure that all licensed haulers are aware of the Town By-law regulating the placement of items on streets and sidewalks, and to ask for your assistance in ensuring compliance both from your employees and from your customers.

Section 3.1.2 of the General By-laws of the Town of Needham prohibits the placement of trash containers (or other objects) as follows: "Except as permitted by the Board of Selectmen or the Director of Public Works, no person shall place, or cause to be placed, upon any public way or sidewalk, any lumber, wood, box, crate, barrel, can, package or other thing, or allow the same to remain for more than one hour, or more than ten minutes after being notified to remove the same by a constable or police officer."

We would appreciate your assistance with the following:

1. Communicating with your customers to ensure that they place their trash containers off the public way and sidewalks of the Town; and
2. Ensuring that barrels emptied by your employees are placed off the public ways and sidewalks of the Town, and are placed in such a manner that they will not roll or be blown onto the public ways and sidewalks.

We strongly suggest that these containers be placed close to the residence so as to prevent any unintentional obstruction. Failure to adhere to the Town's By-laws may result in fines for your customers.

Thank you for your anticipated cooperation. If you have any questions or need additional information, please contact Kate Fitzpatrick, Town Manager, at 781-455-7500 or OTM@needhamma.gov.

Sincerely,

SELECTMEN OF NEEDHAM

emailed 8/31/16

**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)	Mark McDermott (Needham Exchange Club)		
Event Manager Address	173 Fairfield Street		
Event Manager Phone Number	(781) 264-6582		
Organization Representing (if applicable)	Needham Exchange Club		
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	Oktoberfest (Scholarship Fundraiser)		
Date of Event	10/22/2016		
License is for Sale of:			
☒ Wines & Malt Beverages Only ☐ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM:	7:00	TO: 10:45.
Are tickets being sold in advance for this event?	☒ YES	\$ 50 /per ticket	☐ NO
Is there an admission fee for this event?	☒ YES	\$ 50 /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?	125.		
Name & address of event location. Please attach proof of permission to use this facility.			
1471 Highland Avenue (Powers Hall)			
Who will be serving the alcohol to your guests?			
Cocktails Bar Service (Tim D'Entremont) 617-590-3453			
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).			
Tim D'Entremont			
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.			
Drinks will be sold using Drink tickets, which will be sold at the door			
☒ I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))			
Event Manager Signature:			Date:
[Signature]			8/30/2016