

**Town of Needham
Board of Selectmen
Minutes for January 23, 2018
Public Services Administration Building**

6:00 p.m. Executive Session: (Exceptions 3 and 6)
A meeting of the Board of Selectmen was convened by Chair Marianne B. Cooley. Those present were Daniel P. Matthews, John A. Bulian, Maurice P. Handel, Matthew D. Borrelli, and Town Manager Kate Fitzpatrick. Recording Secretary Mary Hunt joined the meeting at 6:45 p.m.

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

Exception 3 - To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

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

Second: Mr. Bulian. Ms. Cooley polled the Board. Unanimously approved 5-0.

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

6:50 p.m. Executive Session: (Exception 6)

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

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

Second: Mr. Bulian. Ms. Cooley polled the Board. Unanimously approved 5-0.

7:00 p.m. The public portion of the Board of Selectmen meeting of January 23, 2018 was convened by Chair Marianne B. Cooley.

7:00 p.m. Introduction of Director of Conservation:
Lee Newman, Director of Planning & Community Development appeared before the Board to introduce the Town's new Director of Conservation, Christopher Hayward.

Ms. Newman said Mr. Hayward comes to Needham with over 20 years experience as an environmental scientist, working in both public and private sectors. She said Mr. Hayward worked the previous 10 years as Director of Conservation for Watertown, MA.

The Board welcomed Mr. Hayward to Needham.

7:04 p.m. Appointments and Consent Agenda:
Motion by Mr. Bulian that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS

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| 1. Traffic Management Advisory Committee | Rhain Hoyland (replacing Richard Merson – Term Expiration: 6/30/2018) |
| 2. Cultural Council | Yael Halpern (Term Expiration: 6/30/2021) |

CONSENT AGENDA

1. Accept a \$300 donation made to the Needham Health Department's Traveling Meal's Program from Amy Sherman, a Canton resident.
2. Accept minutes of December 19, 2017 Executive Session (corrected date: previously accepted as November 14, 2017).
3. Approve a Special One Day Wines & Malt Beverages License for Maxwell Sparr, of Restaurant Associates at Trip Advisor to host a Brandeis Alumni Networking event on January 25, 2018 from 6:30 p.m. to 8:30 p.m. The event will be held at Trip Advisor, 400 First Avenue, Needham.
4. Approve a Special One Day Wine & Malt Beverages Only license for Robert Timmerman of the Needham Knights of Columbus to host its annual Superbowl Party on Sunday, February 4, 2018 from 4:00 p.m. to 11:00 p.m. The event will be held at Needham Knights of Columbus, 1211 Highland Avenue, Needham.
5. Accept and sign Easement to Verizon New England Inc. This easement is necessary to allow Verizon to place a pole on the Town's property that will provide overhead power to the Rosemary Complex.
6. Water and Sewer Abatement Order #1250.

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

7:04 p.m. Joint Meeting with Park and Recreation Commission:
Patty Carey, Director of Park and Recreation, and members of the Park and Recreation Commission including Matthew Toolan, Chairman, Christopher Gerstel, Vice-Chair, and Michelle Geddes met with the Board to discuss issues of

mutual interest including a possible Greene's Field ice skating rink, Rosemary Pool status/programming, use of Rosemary Lake and building, community campus/hockey rink, trail project, skate park, Highway Commercial zoning, Open Space and Recreation Plan goals, and other current items.

Mr. Toolan said proponents of a possible Greene's Field ice rink have been asked for a formal proposal. He commented on lighting, neighbor concerns, maintenance, public safety, and the potential for a rink next year at the Rosemary Recreation Complex.

Mr. Borrelli suggested a goal of having the rink in place for winter 2019.

Mr. Bulian said planning for use on weekends, holidays, vacations, early release days would be a good place to start. He suggested no lighting be considered in the early stage. Mr. Bulian said he always envisioned a skating opportunity at the Greene's Field basketball court.

Ms. Carey handed out a January 2018 flyer from the Park and Recreation Department outlining the pools, programming, and summer membership fees at Rosemary Pool Complex. Mr. Toolan recognized Mike Retsky for his commitment to the project. He said the building is up and work has begun inside, and pools are in place. He said the anticipated opening of the complex is on target for mid-June 2018, noting it has yet to be determined when employees will move in to the building. Mr. Toolan commented on pool fees encouraging people to sign up for membership. He said kayaking, standup paddle boards, and sailing is being considered at the lake. Ms. Carey said the Outdoor Living program will be moved from Ridge Hill to the Rosemary Recreation Complex.

Ms. Cooley commented on the Community Campus and study, currently underway for the Nike and Ridge Hill sites. Ms. Fitzpatrick said the study should be completed by the end of the fiscal year. Mr. Toolan said many ideas for the land have been heard, commenting the Park and Rec Commission is in favor of what makes the most sense for the Town and fills a need not currently being met.

Mr. Matthews said he believes Nike and Ridge Hill should be planned for as one parcel of land connecting the active use areas by driveway. He commented the options for reconfiguring active use jurisdictions are probably limited because the Nike site is ecologically different from the rest of the property. Mr. Matthews said establishing a roadway connection between the parcels, with good access on and off the property, is essential. He said the Town must be candid and people need to be realistic, understand the buildings might have to be demolished. Mr. Matthews said all options for the dog park, community farm, and mixed-use must be considered, maximizing the full potential of the property would be the best outcome. Mr. Toolan agreed, suggesting a community survey would help shape discussion. Ms. Cooley recognized the Conservation Commission is also a

stakeholder. Mr. Handel agreed with Mr. Matthews, that a connecting driveway is necessary and will define options.

Discussion ensued on goals for Needham's trails, including the Reservoir trail, Rosemary Lake trail, Eastman trail, Fuller trail (formerly the Swamp trail at Ridge Hill Reservation), Williams School trail, Mitchell Woods trail, Greendale Avenue trail, and the Sudbury Aqueduct trail.

Mr. Toolan commented on the temporary "pop up" skate park at Greene's Field and Mills Field. He said the plan is for the "pop up" to move to various locations throughout Town, April through the summer. He commented people are excited about having a skate park available for youth.

Ms. Cooley thanked Mr. Toolan for his letter concerning Highway Commercial zoning, noting the Board of Selectmen held public hearing on January 9, 2018. She told Mr. Toolan that his suggestion about Mills Field, and the need for adequate parking during any development, is absolutely worthy of consideration.

Mr. Toolan told the Board the Athletic Director informed him of a state requirement that defibrillators be available at all school fields. He said the issue affects parks, schools, safety, and requires urgent attention. He commented sport trainers take portable devices to the field, but not every field is covered by a trainer. Ms. Cooley thanked Mr. Toolan for bringing the issue forward.

7:38 p.m.

Diversion Program Update:

John Schlittler, Chief of Police, Katie Tierney, Police Officer, Ryan O'Leary, Police Officer, and Catherine Delano, Substance Use Prevention Program Manager appeared before the Board with an update on Youth Diversion Programs in the Commonwealth. As team members from a joint working group of Needham Police and Public Health, the concept of Youth Diversion, how it works, and how the plan and proposal have been customized for Needham was presented.

Youth Diversion has been very successful in other communities and implementing a thoughtfully designed and well researched program aligns with Chief Schlittler's Community Policing Initiatives. Youth Diversion improves outcomes for juvenile offenders, and fosters cooperation amongst Police, community partners, youth, and their parents. It represents an extra level of service and support for juvenile offenders and their families that Needham would provide.

A powerpoint presentation was viewed.

Ms. Cooley asked for comments and questions from the Board.

Mr. Handel said the program is great and shows a real commitment to youth of the Town to try to preserve their options later in life. He asked if any data measuring program success is available.

Officer Tierney indicated the police department would know immediately if the program is successful in Needham.

Mr. Borrelli thanked the team for presenting case studies, as it gives insight into the difficult job of the Police and Public Health departments. He commented he is “sold” and loves the proactive approach being taken. Mr. Borrelli asked if the program is modeled after other communities. Ms. Delano stated programs in Arlington, Brookline, and Cambridge were studied and modified to fit the Needham community. Chief Schlittler said support was also received from the District Attorney’s Office of Norfolk County.

Mr. Matthews said the topic is difficult, but anything that can be done to get people on a better path with less recidivism is worth trying.

Ms. Cooley asked whether other communities with Diversion Programs have seen a reduction in recidivism? Officer Leary said measuring recidivism over a long period of time is difficult but stated Arlington has had great success, to the point of going to troubled households offering services to people before there is a criminal charge.

The Board thanked the presenters for the update.

8:00 p.m.

Substance Prevention Alliance of Needham Parent Survey:

Catherine Delano, Substance Use Prevention Program Manager appeared before the Board to discuss the Substance Prevention Alliance of Needham Parent Survey. Ms. Delano explained the MetroWest Adolescent Health Survey (MWAH) is funded by the MetroWest Health Foundation and administered biennially to Needham public school students in grades 7 through 12. It is a wealth of information about student behavior and activities on topics including substance misuse, mental health, exercise, nutrition, and dating.

As a companion to the MWAHA, the Substance Prevention Alliance of Needham (SPAN) administers a companion survey six months later to parents of Needham students in grades 6 through 12. Conducted online, it reaches about half of all Needham parents and gathers information about underage drinking and substance use/misuse specifically in the context of communication, attitudes and beliefs, perceptions, and behaviors.

Ms. Delano presented data from the Parent Survey administered in 2017, discussing how SPAN uses data to develop targeted programs and activities which reduce youth substance use and misuse. She noted a parent workshop will be held in 2 weeks, where the Parent Survey will be discussed. In addition, Ms.

Delano stated youth may have an opportunity to view a documentary titled “If They Had Known,” bringing awareness to the danger of mixing alcohol and prescription drugs.

A powerpoint presentation was viewed.

Ms. Cooley asked for comments and questions from the Board.

Mr. Borrelli said the statistics of early use of drugs and alcohol in life, leading to dependency is staggering. He noted the discrepancy in figures regarding the use of tobacco to marijuana/alcohol. He thanked Ms. Delano for her important work.

Mr. Bulian said the Parent Survey is interesting, noting the importance of having family dinner as many times as possible during the week. He said conversation with schools is also necessary, as the many activities youth are involved in makes life hectic.

The Board thanked Ms. Delano for her presentation.

8:11 p.m.

One Mind Campaign:

John Schlittler, Chief of Police appeared before the Board with an update on the Town’s participation in the One Mind Campaign. The Campaign was created by the International Association of Chiefs of Police to ensure successful interactions between police officers and persons affected by mental illness. Chief Schlittler said since its inception in March 2016, the One Mind Campaign has focused on four strategies to guide departments as they seek to improve their interactions with persons affected by mental illness. IACP encourages departments to:

- Establish a clearly defined and sustainable relationship with at least one community mental health organization;
- Develop and implement a written policy addressing law enforcement response to persons affected by mental illness;
- Demonstrate that 100 percent of sworn officers (and selected non-sworn staff, such as dispatchers) are trained and certified in Mental Health First Aid (MHFA); and
- Demonstrate that 20 percent of sworn officers (and selected non-sworn staff, such as dispatcher) are trained and certified on the Crisis Intervention Team (CIT) training.

Ms. Cooley said it is important for police to be well educated in all aspects of how they can work with folks in the community.

Mr. Matthews commented all kinds of very challenging social problems are handled by the law enforcement and school community. He said the better we can do locally will help the Town and elsewhere.

The Board thanked Chief Schlittler for the update.

- 8:17 p.m. Sewer Rate Relief Application:
Dave Davison, Assistant Town Manager/Finance and Evelyn Poness, Town Treasurer/Collector appeared before the Board to discuss monies available for sewer rate relief for FY2018 which the Town can apply. Every year the program has been offered, the Town has filed an application. The application requires the signature of the Town Manager and Board of Selectmen in order to submit.

Motion by Mr. Handel that the Board support and sign the sewer rate relief application to be filed with the Commonwealth and that the Board approves applying the proceeds of the grant, if any, as a credit against the sewer bill.
Second: Mr. Bulian. Unanimously approved 5-0.

- 8:24 p.m. Sign Notice of Traffic Regulation - Wexford Street:
Richard P. Merson, DPW Director appeared before the Board stating the Traffic Management Advisory Committee (TMAC) received a request from a business along Wexford Street asking that a No Parking zone be established to prevent parking on the south side of Wexford Street from Franklin Street to Brook Road. The TMAC recommended that a No Parking zone be established on the south side of Wexford Street from Franklin Street to Brook Road.

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P18-01-23 for Wexford Street, Parking Prohibited, south side from Franklin Street to Brook Road.
Second: Mr. Bulian. Unanimously approved 5-0.

- 8:26 p.m. Public Safety Project Update:
George Kent, Chair, PPBC, Steve Popper, Director of Design & Construction, and Michael McKeon, Kaestle Boos Associates appeared before the Board with an update on progress of the design of the public safety project.

Mr. Kent said the working group on the project has been meeting regularly. He noted both the Police Chief and Fire Chief have been participating actively in the project, along with other user groups. He also recognized the Design Review Board, who has also been actively engaged in the process.

A powerpoint presentation was presented by Michael McKeon of Kaestle Boos Associates. Floor plans and site plans were viewed for the new Needham Police and Fire Headquarters, Needham Fire Station #2, and Needham's Temporary Fire Station.

Ms. Cooley asked for questions and comments from the Board.

Mr. Matthews questioned the temporary path to get to the playground at Hillside School, as he is concerned people may try to cut across the parking lot to access

the area. Mr. Kent said the most effective way to get to the playground is to use the existing path, which will be well marked. Mr. Popper said the Police and Fire departments will be located on the site together for six months or more, noting it will be an active site with vehicle traffic and people will learn how to safely access the playground.

Discussion ensued on playground and field accessibility.

Mr. Borrelli commented on the flat roofs of the buildings, asking about maintenance. Mr. McKeon said the roofs are not flat, but low pitched with primary and secondary drainage systems. Mr. Borrelli commented on possible acquisition of 43 Lincoln Street. He asked for an explanation of the importance of perimeter safety and security. Mr. McKeon commented on traffic circulation, security, and parking design with/without the purchase of 43 Lincoln Street. Mr. Popper explained acquiring 43 Lincoln Street after the new headquarters is built is costly and “not a simple switch out,” noting grading and drainage for the layout could cost more than \$500,000. Ms. Cooley asked for a cost analysis between both designs. She said costs need to be understood, noting there is an assumption there is no added cost either way, other than acquiring 43 Lincoln Street, which she said is not the case. Chief Condon commented great pains have been taken to protect the front of the building, and yet the living quarters at the rear has an unsecured property 12 feet away. He said he is concerned. Chief Schlittler commented if traffic is backed up on School Street, access out of the parking lot when responding to a call is limited and difficult. Chief Condon said he does not know of any other residential or multi family home that is so close to Town property.

Mr. Gluesing, Design Review Board said there was a lot of discussion about the size and style of the building. He said he is pleased, and that both buildings make a statement for the Town.

Mr. Kent said collaboration has been phenomenal.

Ms. Fitzpatrick said she is looking forward to Town Meeting in October and the vote in November.

Mr. Kent was pleased to tell the Board the use of Construction Manager at Risk has been approved by the Inspector General’s Office, which is very positive news.

The Board thanked the presenters for the information.

8:45 p.m.

Town Manager:

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

1. Accept and Refer Zoning Amendment

Ms. Fitzpatrick reminded the Board that at its meeting on January 9, 2018, the Planning Board voted to place the following article on the warrant for the 2018 Annual Town Meeting: “Amend Zoning By-Law - Marijuana Establishments.”

Motion by Mr. Handel that the Board vote to accept the proposed zoning amendment: “Amend Zoning By-Law - Marijuana Establishments” for referral to the Planning Board for its review, hearing, and report.

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

2. FY2019 Budget Presentation

Ms. Fitzpatrick presented the “Balanced Budget Proposal for Fiscal Year 2019, Staying on Course,” dated January 23, 2018. She reviewed FY2019 Best Budget Practices and Budget Priorities, adopted by the Board in December 2017, saying these are the best practices that have kept the Town in good shape from year to year. She commented on the Financial Forecast/Revenue including aid from the Federal Government, State Aid, New Growth, Free Cash, and Reserves for Capital Planning. Ms. Fitzpatrick anticipates \$12.5 million will be certified as free cash, saying use of free cash within this budget plan complies with the Board of Selectmen’s Budget Best Practices with respect to how much should be used for operations and capital one time/reserves. Ms. Fitzpatrick touched on Key Budget Drivers including School Enrollment, Average Change in Salary Lines (FY2012-FY2017), and Increase in Headcount (FY2013-FY2018); particularly noting school enrollment has increased by 652 students since the 2007 school year, a 13% increase. She commented the number of students is a serious and concerning number, as population growth affects all the Town’s services. Ms. Fitzpatrick reviewed several items listed on the Performance Budget, as well as Changes to Submitted Budgets. Ms. Fitzpatrick said the Budget Proposal: Needham Schools recommendation is 4.0% over the appropriated FY2018 budget at \$71,105,943, reflecting the Superintendent’s revised budget request. She noted the School Committee is scheduled to vote tonight on the budget. Ms. Fitzpatrick commented on the Enterprise Fund Budgets, noting the collective bargaining agreement for union employees is not yet settled. Ms. Fitzpatrick commented on many of the Financial Warrant Articles, as well as Reserves Funds including Capital Facility, Capital Improvement, Athletic Facility Improvement, and Debt Service Stabilization. Ms. Fitzpatrick concluded with the FY2019 Budget Recap stating Total General Fund Expenses are up 7.6% over last year, noting she is optimistic about the future. She asked the Board if they had any questions.

Ms. Cooley asked what is needed for full day kindergarten. Ms. Fitzpatrick said the Town has been planning for \$1.5 million and the recent opinion of the School Committee is \$2.0 million.

Mr. Borrelli inquired whether CPC funds could be used for Greene’s Field and ball diamond maintenance. Ms. Fitzpatrick indicated the items would not qualify for CPC funding.

The Board thanked Ms. Fitzpatrick and Mr. Davison for their work on the budget.

9:37 p.m. Board Discussion:

1. Eversource West Roxbury to Needham Reliability Project

Ms. Cooley said Eversource Energy indicated the project has gone through 100% design. She said Eversource Energy has noted Needham's concerns with the design, and anticipates a remedy. She commented neighbors have been noticed on the preferred route down Valley Road, Peacedale Road, Great Plain Avenue to South Street. She said the Town continues to work on understanding the project and what will happen next. Further information will be forthcoming.

2. Highland Commercial Zoning

Ms. Cooley commented one additional email has been received since the public hearing on January 9, 2018. She said the comments were similar to those voiced at the public hearing, in that the Town move slowly on new development recognizing, however, neighbors have said the area needs improvement.

Ms. Cooley asked the Board for their comments regarding the public hearing.

Mr. Matthews said the public hearing was excellent and has helped him understand the issue. He noted people can see the current zoning has some problems and they would like to see improvement to the area, but not on the scale proposed. He said he believes it is time to pause and look at all opportunities.

Mr. Borrelli said it was a great hearing with strong opinions. He said he heard the desire to slow down, and he is not interested at this time in moving forward.

Mr. Handel thanked Ms. Cooley for a quality public hearing. He said the area requires sensitivity, as expressed at the hearing. He noted the general area does not reflect well on the surrounding residential area, and needs improvement. He suggested the Board of Selectmen ask the Planning Board to take a look at what can be done to improve the functionality and the general interests of the Town.

Mr. Bulian agreed with taking a slow approach. He said traffic must be minimized, as the area is already under siege with cars. He commented he cannot agree to move forward if people are going to feel overwhelmed with more traffic. He agreed the area needs improvement, but traffic must be the priority.

Mr. Handel said the Planning Board is very good dealing with the issues of traffic, infrastructure, and the burden on residents.

Ms. Cooley said the neighborhood reflects the challenges of traffic, as seen with the rebuilding of Route 128, new exits, and bridge closings. It is hoped the opening and new traffic light at 1st Avenue will be an improvement. She said the Planning Board will have a lengthy lead time to consider the issue.

3. Committee Reports

Ms. Cooley reported the Minuteman Regional High School project is on track and on budget. She said the next meeting regarding the project will be held on Monday, January 29, 2018.

9:50 p.m.

Motion by Mr. Handel that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of Tuesday, January 23, 2018.

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

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

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