

# BOARD OF SELECTMEN

## February 27, 2018

### Needham Town Hall

### Agenda

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

|           |             |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | <b>6:00</b> | Executive Session- Exception 2: Contract Negotiations for Non-Union Personnel; and Exception 6: Purchase, Exchange, Lease or Value of Real Property                                                                                                                                                                                                                                                                                      |
|           | <b>6:45</b> | Informal Meeting with Citizens<br><i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i> |
| <b>1.</b> | <b>7:00</b> | Public Hearings- Grant of Locations: Eversource <ul style="list-style-type: none"> <li>• Richardson Drive</li> <li>• Country Way</li> <li>• Homestead Park</li> </ul>                                                                                                                                                                                                                                                                    |
| <b>2.</b> | <b>7:00</b> | Public Hearing- Aboveground Propane Fuel Tanks- Needham Junction Train Station & Needham Heights Train Station <ul style="list-style-type: none"> <li>• Luigi Finocchiaro, Keolis Commuter Services</li> </ul>                                                                                                                                                                                                                           |
| <b>3.</b> | <b>7:00</b> | Public Hearing- Plastic Check-Out Bag Policy                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>4.</b> | <b>7:30</b> | Community Preservation Committee- Proposals Under Review <ul style="list-style-type: none"> <li>• Gary Crossen, Chair CPC</li> <li>• Patty Carey, Director of Park and Recreation</li> </ul>                                                                                                                                                                                                                                             |
| <b>5.</b> | <b>7:45</b> | Town Manager <ul style="list-style-type: none"> <li>• Accept and Refer Zoning- Side and Rear Setbacks Adjoining Residential Districts</li> <li>• Annual Town Meeting Warrant</li> <li>• Town Manager's Report</li> </ul>                                                                                                                                                                                                                 |
| <b>6.</b> | <b>8:00</b> | Board Discussion <ul style="list-style-type: none"> <li>• Gender Neutral Terminology</li> <li>• Committee Reports</li> </ul>                                                                                                                                                                                                                                                                                                             |

### APPOINTMENTS

|  |      |  |
|--|------|--|
|  | None |  |
|--|------|--|

### CONSENT AGENDA      \*=Backup attached

|           |                                                                                                                                                                                                                                                                            |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b> | Accept the following gifts received by the Needham Public Library for the period of October 6, 2017 to February 8, 2018: Paul Attridge donated a copy of The Mayo Clinic Guide to Better Vision (\$25.00); Brent Atwater donated two copies of her book, After Death Signs |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                  |                |            |                 |            |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|----------------|------------|-----------------|------------|
|               | <p>from Pet Afterlife &amp; Animals in Heaven (\$29.90); Marilyn Brooks gave the library a copy of Rich Brooks' new book, The Lead Machine: The Small Business Guide to Digital Marketing (\$20.00); Paul Hughes donated a copy of One Thought Changes Everything (\$14.95); Paul Winig donated a Kik-Step-Stool (\$70.00); Amanda Dickerson gave the library two framed Wyeth Prints—Treasure Island, “Old Pew” (\$50.00) and a 1972 exhibition poster Winter Death (\$40); Emily Rude donated the puzzle Antique Advertising (\$18.00); Lee and Lulu Grodzins gave the library a subscription to Smithsonian magazine (\$13.00); The Friends of the Needham Public Library donated \$39,200.00 for the purchase of audiovisual materials and books; The Library Foundation of Needham donated \$19,000.00 for the purchase of audiovisual materials and ebooks; Sally Powers gave the library a Pollard Junior High 1978-79 yearbook and High School yearbooks for 1958-1966, 1970, 1973, 1975-79; The following people have donated \$700.00 in memory of Doris Neary Donoghue: Clyde &amp; Cheryl Lang, Ellen B. Sheehan, Kay Clark, Jim &amp; Anne Hickey, Janice &amp; Daniel Knight, Judy, Andy &amp; Ed Rademaker, Brian &amp; Annette Lang, Jerry &amp; JoAnn Hohman, Al &amp; Laurie Lang, Frances &amp; Charles Thompson, Lilliann Noda, Hapet &amp; Stephanie Berberian; Marilyn Brooks donated a copy of Bill Diehl's book, Stay Tuned: My Life Behind the Mic (\$16.95); Joe Buckley gave the library a copy Wings over Cape Cod: The Chatham Naval Air Station 1917-1922 by Joseph D. Buckley (Joe's father). Dennis W. Buckley (his grandfather) served at the naval air station (\$19.00); and Keith McClelland gave the library a copy of his sister Janet Bolin's latest book, Survival of the Fritters (\$15.95)</p> |                  |                |            |                 |            |
| 2.            | Waive the fire inspection fees associated with mobile food vendors for calendar 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |                |            |                 |            |
| 3.*           | Approve a Special One Day Wine and Malt Beverages License for Sarah Mesnik, of Temple Beth Shalom to host its Purim Celebration on Saturday, March 3, 2018 from 7:30 p.m. to 10:00 p.m. The event will be held at Temple Beth Shalom, 670 Highland Avenue, Needham, MA 02494.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                |            |                 |            |
| 4.            | Approve a 2018 Sale of Second Hand Articles License application for 2 <sup>nd</sup> Hand Rose of Needham, located at 937 Great Plain Avenue, Needham.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |                |            |                 |            |
| 5.            | Accept a \$500 donation made to the Needham Public Health Department's Substance Prevention Alliance of Needham's Hidden in Plain Sight event from Walgreens.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                |            |                 |            |
| 6.*           | Approve and authorize the chair to sign the revised Complete Streets Policy to conform to the requirement by MassDOT that the policy be printed on letterhead. The revision contains no other changes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                  |                |            |                 |            |
| 7.            | Grant permission for the following residents to hold block parties:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |                |            |                 |            |
| Name          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Address          | Party Location | Party Date | Party Rain Date | Party Time |
| Celia Carboni |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 42 Greenwood Ave | Greenwood Ave  | 7/21/18    | 7/22/18         | 3pm-11pm   |



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

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**MEETING DATE: 2/27/2018**

|                     |                                                      |
|---------------------|------------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing: Eversource Energy – Richardson Drive |
| <b>Presenter(s)</b> | Maureen Carroll, Eversource Energy representative    |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <p>Eversource Energy requests permission to install approximately 8 feet of conduit in Richardson Drive. This work is necessary to provide underground electric service at 122 Richardson Drive, Needham.</p> <p>The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that <b>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.</b></p> |                                                   |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| <p><b><u>Suggested Motion:</u></b></p> <p>Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install approximately 8 feet of conduit in Richardson Drive. This work is necessary to provide underground electric service at 122 Richardson Drive, Needham.</p>                                                                                                                                                                                                                           |                                                   |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>BACK UP INFORMATION ATTACHED</b>               |
| <p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"><li>a. Letter of Application</li><li>b. Petition</li><li>c. Order</li><li>d. Petition Plan</li><li>e. Notice Sent to Abutters</li><li>f. List of Abutters</li></ul>                                                                                                                                                                                                                                                                                  |                                                   |

January 16, 2018

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

RE: <sup>122</sup> Richardson Drive  
Needham, MA  
W/O #2244925

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 8 feet of conduit in Richardson Drive.

The reason for this work is to provide new underground electric service to 122 Richardson Drive.

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

Very truly yours,



Kelly-Ann Correia, Supervisor  
Rights and Permits

KAC/kj  
Attachments

OK to Proceed T.M. J. Ryder  
1/31/18 dsst. town Engr.  
OK R.P. Nelson  
DPW Director  
1/31/18

**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 January 16, 2018** and filed herewith, under the following public way or ways of said Town:

**Richardson Drive - Southeasterly from pole #433/12 approximately 1580 feet west of High Rock Street a distance of 8± feet of conduit.**

(W.O. #2244925)

**NSTAR ELECTRIC COMPANY  
dba EVERSOURCE ENERGY**

By:   
Kelly-Ann Correia, Supervisor  
Rights & Permits

**Dated this 16<sup>th</sup> day of January**

Town of **NEEDHAM** Massachusetts

Received and filed \_\_\_\_\_ 2018  
\_\_\_\_\_

**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:

**Richardson Drive - Southeasterly from pole #433/12 approximately 1580 feet west of High Rock Street a distance of 8± feet of conduit.**

**(W.O. #2244925)**

**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 January 16, 2018** 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 | _____ | <b>NEEDHAM</b>     |
| 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 \_\_\_\_\_ 2018 at \_\_\_\_\_ in said Town.

|   |       |                    |
|---|-------|--------------------|
| 1 | _____ |                    |
| 2 | _____ | Board of Selectmen |
| 3 | _____ | the Town of        |
| 4 | _____ | <b>NEEDHAM</b>     |
| 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 \_\_\_\_\_, 2018 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

#149

#133

#121

RICHARDSON DR

ASPHALT SIDEWALK

1580'± TO  
HIGH ROCK ST.

LANDSCAPE AREA

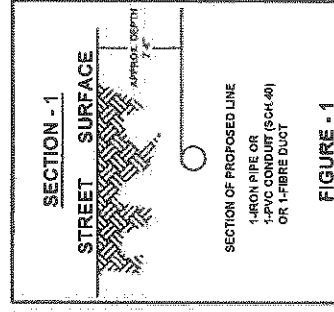
LANDSCAPE AREA

CUST TO INSTALL 1 - 4" PVC PIPES  
SCHEDULE 40 NO CONCRETE  
SECTION 1 FIG. 1

APPROX. PT.  
OF PICKUP

#138

#122



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU HEREBY AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARTNERS, AFFILIATES, 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 REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS 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

C#

Ward #

Work Order # 2244925

Surveyed by: N/A

Research by: PG

Plotted by: LM

Proposed Structures: MR

Approved: A DEBENEDICTIS

P#

**NSTAR EVERSOURCE**  
Electric & Gas  
d/b/a

1180 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of RICHARDSON DR.

NEEDHAM

Showing PROPOSED CUSTOMER CONDUIT LOCATION

Scale 1" = 30'

SHEET 1 of 1

Date JANUARY 16, 2018



## 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 February 27, 2018** upon petition of Eversource Energy dated **January 16, 2018** to install about 8 feet of conduit in Richardson Drive. The work is necessary to provide underground electric service to 122 Richardson Drive, 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.

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

BOARD OF SELECTMEN

Dated: February 16, 2018

# 122 RICHARDSON DRIVE

| OWNER NAME 1           | OWNER NAME 2              | MAILING ADDRESS   | CITY    | ST | ZIP   | PARCEL ID        | PROPERTY ADDRESS  |
|------------------------|---------------------------|-------------------|---------|----|-------|------------------|-------------------|
| ISSOKSON, WENDY G.     |                           | 133 RICHARDSON DR | NEEDHAM | MA | 02492 | 1992060006000000 | 133 RICHARDSON DR |
| ROMANO, KEITH &        | ROMANO, AASIA SALEEM      | 110 RICHARDSON DR | NEEDHAM | MA | 02492 | 1992060002900000 | 110 RICHARDSON DR |
| SALEEMUDDIN, ASHRAF &  | SALEEMUDDIN, SAMEERA      | 122 RICHARDSON DR | NEEDHAM | MA | 02492 | 1992060002800000 | 122 RICHARDSON DR |
| TOWN OF NEEDHAM        |                           | 1471 HIGHLAND AVE | NEEDHAM | MA | 02492 | 1992060006900000 | 0 RICHARDSON DR   |
| RUSO, JOSHUA           |                           | 138 RICHARDSON DR | NEEDHAM | MA | 02492 | 1992060002700000 | 138 RICHARDSON DR |
| TOWN OF NEEDHAM        |                           | 1471 HIGHLAND AVE | NEEDHAM | MA | 02492 | 1992060001500000 | 0 RICHARDSON DR   |
| PHELPS, GREGORY D. &   | PHELPS, LISA RENEE        | 75 FARLEY POND LN | NEEDHAM | MA | 02492 | 1992060000700050 | 75 FARLEY POND LN |
| TRACH, ERIC M. &       | GOODROW-TRACH, MONIQUE A. | 111 RICHARDSON DR | NEEDHAM | MA | 02492 | 1992060005800000 | 111 RICHARDSON DR |
| TOWN OF NEEDHAM        |                           | 1471 HIGHLAND AVE | NEEDHAM | MA | 02492 | 1992060002600000 | 0 RICHARDSON DR   |
| CUTTER, NANCY S.       |                           | 149 RICHARDSON DR | NEEDHAM | MA | 02492 | 1992060006100000 | 149 RICHARDSON DR |
| DILANIAN, DAVID M. TR. |                           | 121 RICHARDSON DR | NEEDHAM | MA | 02492 | 1992060005900000 | 121 RICHARDSON DR |

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**

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**MEETING DATE: 2/27/2018**

|                     |                                                   |
|---------------------|---------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing: Eversource Energy – Country Way   |
| <b>Presenter(s)</b> | Maureen Carroll, Eversource Energy representative |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <p>Eversource Energy requests permission to install approximately 6 feet of conduit in Country Way. This work is necessary to provide underground electric service at 138 Country Way, Needham.</p> <p>The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that <b>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.</b></p> |                                                   |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| <p><b><u>Suggested Motion:</u></b></p> <p>Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install approximately 6 feet of conduit in Country Way. This work is necessary to provide underground electric service at 138 Country Way, Needham.</p>                                                                                                                                                                                                                           |                                                   |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>BACK UP INFORMATION ATTACHED</b>               |
| <p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"><li>a. Letter of Application</li><li>b. Petition</li><li>c. Order</li><li>d. Petition Plan</li><li>e. Notice Sent to Abutters</li><li>f. List of Abutters</li></ul>                                                                                                                                                                                                                                                                        |                                                   |

January 24, 2018

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

#138  
RE: Country Way  
Needham, MA  
W.C. #2246547

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY via EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 6 feet of conduit in Country Way.

The reason for this work is to provide new underground electric service to 138 Country Way.

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

Very truly yours,

*Kelly Ann Correia*

Kelly-Ann Correia, Supervisor  
Rights and Permits

KAC/kj  
Attachments

Truck visible  
my asst. Town Engr.  
2/6/18  
OK as discussed  
R.P. Peterson  
2/9/18

**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 January 25, 2018** and filed herewith, under the following public way or ways of said Town:

**Country Way - Westerly from pole #344/14, opposite Scott Road  
a distance of 6 ± feet of conduit.**

**(W.O. #2246547)**

**NSTAR ELECTRIC COMPANY  
dba EVERSOURCE ENERGY**

By: Kelly-Ann Correia  
Kelly-Ann Correia, Supervisor  
Rights & Permits

**Dated this 26<sup>th</sup> day of January**

Town of **NEEDHAM** Massachusetts

Received and filed \_\_\_\_\_ 2018  
\_\_\_\_\_

**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:

**Country Way -           Westerly from pole #344/14, opposite Scott  
Road a distance of 6 ± feet of conduit.**

**(W.O. #2246547)**

**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 January 25, 2018** 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 | _____ | <b>NEEDHAM</b>     |
| 5 | _____ |                    |

**CERTIFICATE**

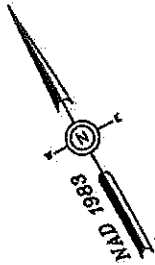
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven 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 \_\_\_\_\_ 2018 at \_\_\_\_\_ in said Town.

|   |       |                    |
|---|-------|--------------------|
| 1 | _____ |                    |
| 2 | _____ | Board of Selectmen |
| 3 | _____ | the Town of        |
| 4 | _____ | <b>NEEDHAM</b>     |
| 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 \_\_\_\_\_, 2018 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



APPROX. PT.  
OF PICKUP

6'±

CUSTOMER TO INSTALL  
1 - 2" PVC PIPES  
SCH. 40 NO CONC.

#138

#150

APPROX. R.O.W.

344/14

EDGE OF ROAD

COUNTRY WAY

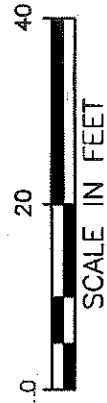
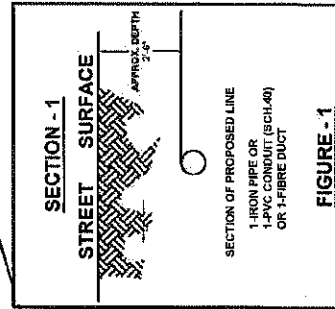
EDGE OF ROAD

SIDEWALK

APPROX. R.O.W.

SCOTT RD

#141



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU ACCEPT THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS MADE WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, 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 REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE AND LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION. OTHER EXPRESSED OR IMPLIED, UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS 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

**NSTAR EVERSOURCE**  
ELECTRIC  
GAS

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02123

Plan of COUNTRY WAY

NEEDHAM

Showing PROPOSED CUSTOMER CONDUIT LOCATION

Proposed Structures: MR

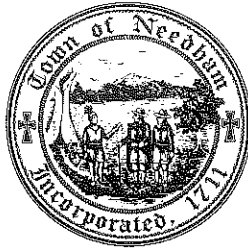
Approved: A DEBENEDICTIS

P#

Scale 1"=20'

SHEET 1 of 1

Date JANUARY 25, 2018



## 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 February 27, 2018** upon petition of Eversource Energy dated **January 26, 2018** to install about 6 feet of conduit in Country Way. The work is necessary to provide underground electric service to 138 Country Way, 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.

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

BOARD OF SELECTMEN

Dated: February 16, 2018

# 138 COUNTRY WAY

| OWNER NAME 1                           | OWNER NAME 2                 | MAILING ADDRESS     | CITY    | ST | ZIP        | PARCEL ID        | PROPERTY ADDRESS   |
|----------------------------------------|------------------------------|---------------------|---------|----|------------|------------------|--------------------|
| HWANG, IGNACIO &                       | HWANG, MELINDA               | 128 COUNTRY WAY     | NEEDHAM | MA | 02492      | 1992130001900000 | 128 COUNTRY WAY    |
| MCSWEENEY, GREGORY M. & JOYCE M., TRS. | MCSWEENEY NOMINEE TRUST      | 150 COUNTRY WAY     | NEEDHAM | MA | 02492      | 1992130002100000 | 150 COUNTRY WAY    |
| ZAIS, GREGORY N. &                     | ZAIS, DIANA P.               | 155 COUNTRY WAY     | NEEDHAM | MA | 02492      | 1992130002300000 | 155 COUNTRY WAY    |
| NATHANSON, MICHAEL J. &                | NATHANSON, DAWN M.           | 123 COUNTRY WAY     | NEEDHAM | MA | 02492      | 1992130003200000 | 123 COUNTRY WAY    |
| HAMEL, DALE M & WENTWORTH, LINDA L.    | C/O MONAGHAN DEVELOPMENT LLC | 99 OXBOW RD         | NEEDHAM | MA | 02492      | 1992130002000000 | 138 COUNTRY WAY    |
| LOMBARD, MICHAEL J. &                  | LOMBARD, KIMBERLY J.         | 14 BRIDLE TRAIL RD  | NEEDHAM | MA | 02492      | 1992130007200000 | 14 BRIDLE TRAIL RD |
| KLIEMAN, STUART D. &                   | KLIEMAN, LISA WOLLMAN        | 2 BRIDLE TRAIL ROAD | NEEDHAM | MA | 02492-1412 | 1992130007100000 | 2 BRIDLE TRAIL RD  |
| WALDMAN, WENDY L &                     | WALDMAN, DAVID L             | 141 COUNTRY WAY     | NEEDHAM | MA | 02492      | 1992130003100000 | 141 COUNTRY WAY    |

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: 2/27/2018**

|                     |                                                    |
|---------------------|----------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing: Eversource Energy – Homestead Park |
| <b>Presenter(s)</b> | Maureen Carroll, Eversource Energy representative  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <p>Eversource Energy requests permission to install approximately 10 feet of conduit in Homestead Park. This work is necessary to provide underground electric service at 46 Homestead Park, Needham.</p> <p>The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that <b>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.</b></p> |                                                   |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| <p><b><u>Suggested Motion:</u></b></p> <p>Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install approximately 10 feet of conduit in Homestead Park. This work is necessary to provide underground electric service at 46 Homestead Park, Needham.</p>                                                                                                                                                                                                                           |                                                   |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>BACK UP INFORMATION ATTACHED</b>               |
| <p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"><li>a. Letter of Application</li><li>b. Petition</li><li>c. Order</li><li>d. Petition Plan</li><li>e. Notice Sent to Abutters</li><li>f. List of Abutters</li></ul>                                                                                                                                                                                                                                                                              |                                                   |

January 24, 2018

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

RE: <sup>#46</sup> Homestead Park  
Needham, MA  
W/D #2239609

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 10 feet of conduit in Homestead Park.

The reason for this work is to relocate the existing electric service for 46 Homestead Park from overhead to underground.

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

Very truly yours,

  
Kelly-Ann Correia, Supervisor  
Rights and Permits

KAC/kj  
Attachments

Riser on Pole w/ cables

you, Asst. Town Engr.  
2/6/18  
OK as discussed  
R. B. Peterson  
2/9/18

**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 January 11, 2018** and filed herewith, under the following public way or ways of said Town:

**Homestead Park - Southerly from pole 385/3 approximately  
206 feet east of Webster Street a distance of  
10 ± feet of conduit.**

**(W.O. #2239609)**

**NSTAR ELECTRIC COMPANY  
dba EVERSOURCE ENERGY**

BY Kelly-Ann Correia  
Kelly-Ann Correia, Supervisor  
Rights & Permits

**Dated this 25th day of January**

Town of **NEEDHAM** Massachusetts

Received and filed \_\_\_\_\_ 2018  
\_\_\_\_\_

**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:

**Homestead Park - Southerly from pole 385/3 approximately 206 feet east of Webster Street a distance of 10 ± feet of conduit.**

**(W.O. #2239609)**

**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 January 11, 2018**, 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<br>2<br>3<br>4<br>5 | <hr/> <hr/> <hr/> <hr/> <hr/> | Board of Selectmen<br>the Town of<br><b>NEEDHAM</b> |
|-----------------------|-------------------------------|-----------------------------------------------------|

**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 \_\_\_\_\_ 2018 at \_\_\_\_\_ in said Town.

|                       |                               |                                                     |
|-----------------------|-------------------------------|-----------------------------------------------------|
| 1<br>2<br>3<br>4<br>5 | <hr/> <hr/> <hr/> <hr/> <hr/> | Board of Selectmen<br>the Town of<br><b>NEEDHAM</b> |
|-----------------------|-------------------------------|-----------------------------------------------------|

**CERTIFICATE**

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Masssachusetts, duly adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2018 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



# HOMESTEAD PK

APPROX. R.O.W.

SIDEWALK

EDGE OF ROAD

EDGE OF ROAD

385/2

APPROX. R.O.W.

SIDEWALK

APPROX. 206' TO  
WEBSTER ST

APPROX. PT.  
OF PICKUP

CUST TO INSTALL 1 - 2" PVC PIPES  
SCHEDULE 40  
SECTION 1 FIG. 1 10'±

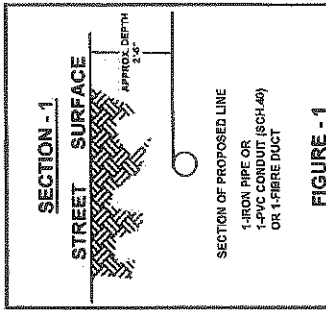


FIGURE - 1

#36

#46

0 20 40



SCALE IN FEET

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND IS MADE BY THE COMPANY OR ITS AGENTS, AFFILIATES, 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 REPRESENT A SURVEY AND NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. THE COMPANY MAKES NO WARRANTY FOR THE ACCURACY OF THE INFORMATION EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO VIOLATE THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS 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

C#

Ward #

Work Order # 2239609

Surveyed by: N/A

Research by: N/A

Plotted by: PG

Proposed Structures: LM

Approved: A DEBENEDICTIS

P#

**NSTAR EVERSOURCE**  
ELECTRIC  
01618

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of HOMESTEAD PARK

NEEDHAM

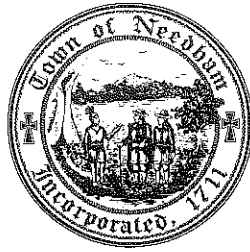
Showing PROPOSED CUSTOMER CONDUIT LOCATION

Date JANUARY 11, 2018

Scale 1"=20'

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 February 27, 2018** upon petition of Eversource Energy dated **January 25, 2018** to install about 10 feet of conduit in Homestead Park. The work is necessary to provide underground electric service to 46 Homestead Park, 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.

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

BOARD OF SELECTMEN

Dated: February 16, 2018

# 46 HOMESTEAD PARK

| OWNER NAME 1                   | OWNER NAME 2                  | MAILING ADDRESS   | CITY        | ST | ZIP   | PARCEL ID        | PROPERTY ADDRESS |
|--------------------------------|-------------------------------|-------------------|-------------|----|-------|------------------|------------------|
| ROZMAN, MICHAEL &              | CASEY, KRISTEN                | 46 HOMESTEAD PK   | NEEDHAM HTS | MA | 02494 | 1990610002100000 | 46 HOMESTEAD PK  |
| POMPOSELLI, MICHAEL M. &       | POMPOSELLI, MARY E.           | 41 LA SALLE RD    | NEEDHAM HTS | MA | 02494 | 1990550005100000 | 41 LA SALLE RD   |
| SOLOMON, JEFFREY S. &          | WEINSTOCK, RACHEL A.          | 30 HOMESTEAD PK   | NEEDHAM HTS | MA | 02494 | 1990610001900000 | 30 HOMESTEAD PK  |
| MCKENNEY, KEVIN B. &           | MCKENNEY, KATHERINE G.        | 544 WEBSTER ST    | NEEDHAM     | MA | 02494 | 1990610002200000 | 544 WEBSTER ST   |
| MCINTOSH, LINDA J.             |                               | 29 HOMESTEAD PK   | NEEDHAM HTS | MA | 02494 | 1990610002800000 | 29 HOMESTEAD PK  |
| SYLVIA, BARRY BRIAN &          | SYLVIA, MARIE E.              | 36 HOMESTEAD PK   | NEEDHAM HTS | MA | 02494 | 1990610002000000 | 36 HOMESTEAD PK  |
| KAPLAN, STEVEN K. &            | STROM, TERRY L.               | 31 LA SALLE RD    | NEEDHAM HTS | MA | 02494 | 1990550005000000 | 31 LA SALLE RD   |
| MARCUS, DAVID F. &             | MARCUS, DEBORAH L.            | 35 HOMESTEAD PK   | NEEDHAM     | MA | 02494 | 1990610002900010 | 35 HOMESTEAD PK  |
| AMORUSO, ALFRED P & ESTELLE P. | C//OPINWOOD CUSTOM HOMES INC. | 1498 HIGHLAND AVE | NEEDHAM     | MA | 02492 | 1990610002400000 | 53 HOMESTEAD PK  |
| SCHNEIER, ADAM B. &            | SCHNEIER, JENNIFER            | 54 HOMESTEAD PK   | NEEDHAM     | MA | 02492 | 1990610002300000 | 54 HOMESTEAD PK  |
| WOOD, MARYANN P. +             | WOOD, JONATHAN H.             | 41 HOMESTEAD PK   | NEEDHAM HTS | MA | 02494 | 1990610002700000 | 41 HOMESTEAD PK  |
| BOLINGER, EUGENE R. &          | BOLINGER, SHARON M.           | 550 WEBSTER ST    | NEEDHAM     | MA | 02494 | 1990550009900000 | 550 WEBSTER ST   |

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: 2/27/2018**

|                     |                                                                                                                |
|---------------------|----------------------------------------------------------------------------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing: Aboveground Propane Fuel Tanks- Needham Junction Train Station & Needham Heights Train Station |
| <b>Presenter(s)</b> | Luigi Finocchiaro, Keolis Commuter Services                                                                    |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <p>Mr. Finocchiaro is requesting a license for the Keolis Commuter Services to install (1) 1,000 gallon propane fuel tank aboveground at the corner of Warren and Norfolk Streets at the Needham Junction train station, and (1) 1,000 gallon propane fuel tank aboveground at the Needham Heights MBTA Commuter Rail Station. Section 4.3 of the Town of Needham General By-laws states that any amount of liquid petroleum gas in excess of 500 gallons on a property requires a license issued by the Board of Selectmen.</p>                      |                                                   |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| <p><b>Suggested Motions:</b> 1.) That the Board of Selectmen vote to approve and authorize the Chairman to sign a license for Keolis Commuter Services to install (1) 1,000 gallon propane fuel tank aboveground at the corner of Warren and Norfolk Streets at the Needham Junction train station.</p> <p>2.) That the Board of Selectmen vote to approve and authorize the Chairman to sign a license for Keolis Commuter Services to install (1) 1,000 gallon propane fuel tank aboveground at the Needham Heights MBTA Commuter Rail Station.</p> |                                                   |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>BACK UP INFORMATION ATTACHED</b>               |
| <ol style="list-style-type: none"><li>1. Application / License Form / Map</li><li>2. Legal Notices</li><li>3. General By-Law 4.3</li></ol>                                                                                                                                                                                                                                                                                                                                                                                                            |                                                   |

Note: Complete upper portion of form and forward to local fire department.  
Do not make application to Department of Fire Services.



*Commonwealth of Massachusetts*  
*Department of Fire Services — Office of the State Fire Marshal*



City or Town \_\_\_\_\_ Date \_\_\_\_\_

## APPLICATION FOR LICENSE

For the lawful use of the herein described building... or other structure..., application is hereby made in accordance with the provisions of Chapter 148 of the General Laws, for a license to use the land on which such building... or other structure... is/are or is/are to be situated, and only to such extent as shown on plot plan which is filed with and made a part of this application.

Location of land Needham Junction/Heights Nearest cross street Norfolk and Warren  
(Street & Number)

Owner of land Keolis Commuter Services Address 132 Washington St Somerville MA 02143

Number of buildings or other structures to which this application applies \_\_\_\_\_

Occupancy or use of such buildings \_\_\_\_\_

Total capacity of containers in gallons: 2 Aboveground 1,000 Underground \_\_\_\_\_

Kind of fluid to be stored in containers : — LP Gas

☐ Approved

☐ Disapproved

Chief Dennis Condon

*(Signature)*  
(Head of Fire Dept.)

*(Signature of Applicant)*

February 12, 2018

(Date)

(Address)



*Commonwealth of Massachusetts*  
*Department of Fire Services — Office of the State Fire Marshal*



City or Town \_\_\_\_\_ Date \_\_\_\_\_

## LICENSE

In accordance with the provisions of Chapter 148 of the General Laws, a license is hereby granted to use the land herein described for the lawful use of the building... or other structure... which is/are or is/are to be situated thereon, and as described on the plot plan filed with the application for this license.

Location of land Needham Junction/Heights Station Nearest cross street Norfolk/Warren  
(Street & Number)

Owner of land Keolis Commuter Services Address 132 Washington St Somerville 02143

Number of buildings or other structures to which this application applies \_\_\_\_\_

Occupancy or use of such buildings \_\_\_\_\_

Total capacity of containers in gallons: 2 Aboveground 1,000 Underground \_\_\_\_\_

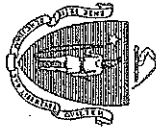
Kind of fluid to be stored in containers: — LP Gas

Restrictions - If any: \_\_\_\_\_

Signature of licensing authority

Title

THIS LICENSE OR A PHOTOSTATIC OR CERTIFIED COPY THEREOF MUST BE CONSPICUOUSLY POSTED IN A PROTECTED PLACE ON THE LAND FOR WHICH IT IS GRANTED  
FP-2 (revised 8/00)



FP-006  
(Rev. 1.1.2015)



*The Commonwealth of Massachusetts*  
*City/Town of* Needham  
**Application for Standard Permit**

➔ Return completed application to: 1471 Highland Ave Needham ➔

Permit Number: \_\_\_\_\_

City or Town: Needham

Date: 2-6-18

|                        |
|------------------------|
| <b>DIG SAFE NUMBER</b> |
| N/A                    |
| Start Date: _____      |

In accordance with the provisions of M.G.L. Chapter 148, as provided in Section 10 A application is hereby made by Keolis Commuter Services (617)-222-3810

(Full Name of Person, Firm or Corporation)  
of 132 Washington St, Somerville, 02143 (Address: Street or P.O. Box, City or Town, Zip Code) (Phone Number)

for permission to (state clearly purpose for which permit is requested) INSTALL/STORE LP-GAS CYLINDERS.  
Install 1-1,000 gallon propane tanks to operate our new gas switch heaters @ Needham Heights Station

Name of Competent Operator (if applicable) Luigi Finocchiaro Cert. No. 15762

Date issued-rejected \_\_\_\_\_ By Luigi Finocchiaro (Signature of Applicant)

Date of expiration \_\_\_\_\_ Fee \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_

*2*



FP-006  
(Rev. 1.1.2015)

*The Commonwealth of Massachusetts*  
*City/Town of* Needham

**Application for Standard Permit**

Return completed application to: 1471 Highland Ave Needham



Permit Number: \_\_\_\_\_

City or Town: Needham

Date: 2-6-18

**DIG SAFE NUMBER**

N/A

Start Date: \_\_\_\_\_

In accordance with the provisions of M.G.L. Chapter 148, as provided in Section 10 A application is hereby made  
by Keolis Commuter Services (617)-222-3810

(Full Name of Person, Firm or Corporation)

of 132 Washington St, Somerville, 02143

(Address: Street or P.O. Box, City or Town, Zip Code)

for permission to (state clearly purpose for which permit is requested) INSTALL/STORE LP-GAS CYLINDERS.

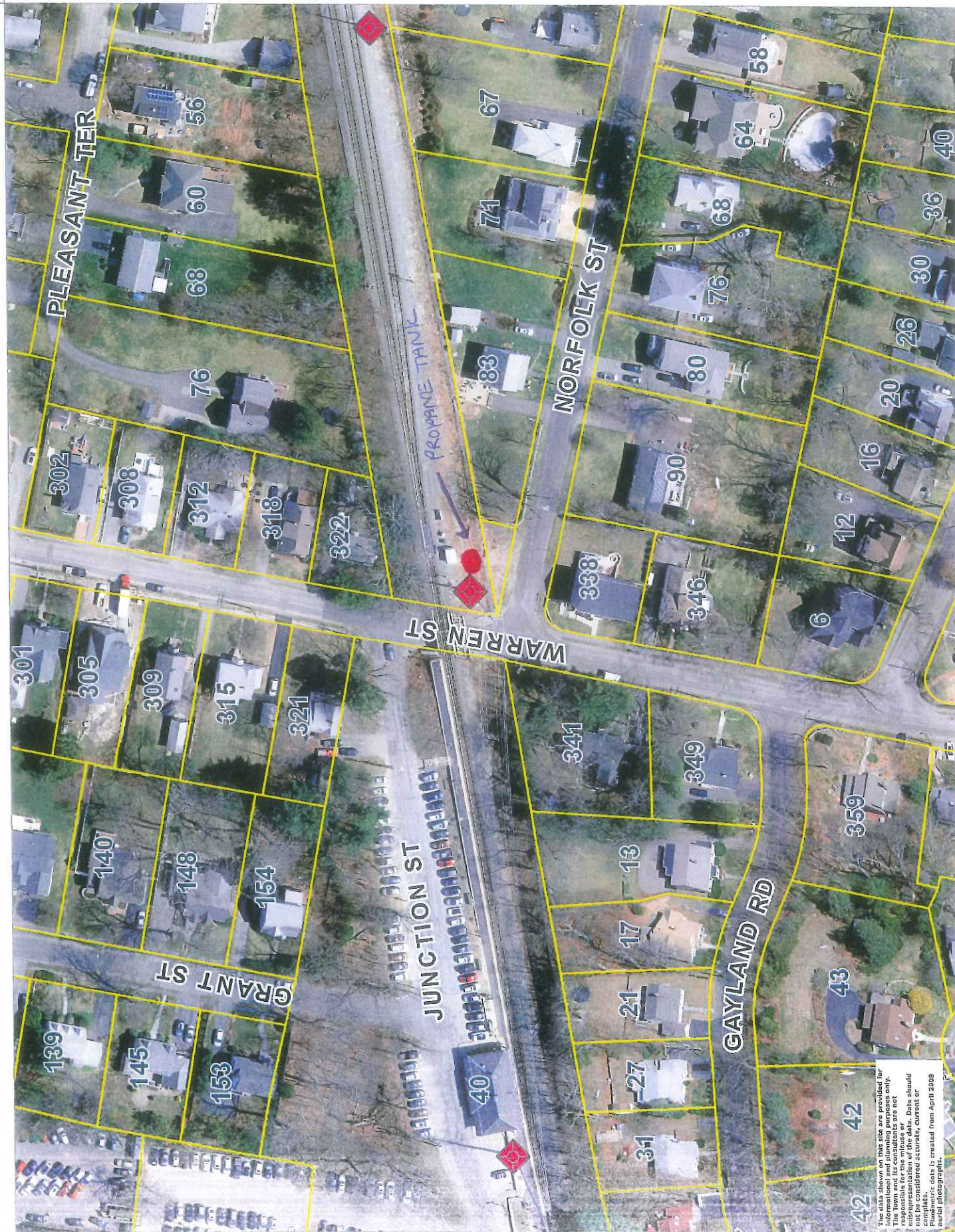
Install 1-1,000 gallon propane tanks to operate our new gas switch heaters @ Needham Junction Station  
on the corner of Norfolk and Warren St.

Name of Competent Operator (if applicable) Luigi Finocchiaro Cert. No. 15762

Date Issued-rejected \_\_\_\_\_ By Luigi Finocchiaro  
(Signature of Applicant)

Date of expiration \_\_\_\_\_ Fee \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_

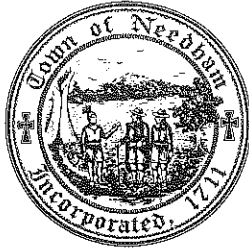
*8*





- Parcels with Ortho
- Towers: Satellite Dish, Tower, Tower Anchor
- Fences: Fence, Guardrail, Hedge
- Electrical: Electrical Box, Electrical Substation
- Tank
- MA Highways: Interstate, US Highway, Numbered Routes
- Town Boundary
- Abutting Towns
- Abutting Towns Mark





**LEGAL NOTICE  
Town of Needham  
Board of Selectmen  
Public Hearing**

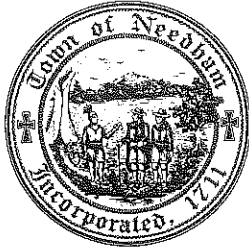
Public Notice is hereby given that Keolis Commuter Services has made an application in accordance with the provisions of Chapter 148 of the Massachusetts General Laws, for a license to install (1) 1,000 gallon propane fuel tank aboveground at the corner of Warren and Norfolk Streets, Needham, MA 02492.

Upon said application it is hereby ORDERED: That a Public Hearing be held at the office of the Board of Selectmen, Town Hall, 1471 Highland Avenue, Needham, MA, Tuesday, February 27, 2018 at 7:00 pm, at which time all persons interested may appear and be heard.

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

BOARD OF SELECTMEN

Dated: Needham Times, February 22, 2018



**LEGAL NOTICE  
Town of Needham  
Board of Selectmen  
Public Hearing**

Public Notice is hereby given that Keolis Commuter Services has made an application in accordance with the provisions of Chapter 148 of the Massachusetts General Laws, for a license to install (1) 1,000 gallon propane fuel tank aboveground at the Needham Heights MBTA Commuter Rail Station, Needham, MA 02494.

Upon said application it is hereby ORDERED: That a Public Hearing be held at the office of the Board of Selectmen, Town Hall, 1471 Highland Avenue, Needham, MA, Tuesday, February 27, 2018 at 7:00 pm, at which time all persons interested may appear and be heard.

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BOARD OF SELECTMEN

Dated: Needham Times, February 22, 2018

**4.1.2 Application.** When applying for a license, the applicant must show proof that the dog has received a veterinarian certificate for rabies vaccination within the last three years, if the dog is six months of age or over, as required by M.G.L. Chapter 140, Section 145B. No fee shall be charged for a license for a dog specifically trained to lead or serve a blind person or a deaf person, provided that the Division of the Blind or Deaf certifies that such dog is so trained and actually in the service of a blind or deaf person.

**4.1.3 Refund.** No license fee or part thereof shall be refunded because of subsequent death, loss, spaying, neutering or removal from the Town of Needham or the Commonwealth or any other disposal of said dog.

**4.1.4 Failure to License.** In addition to the requirement that a dog shall be duly licensed as required by law, the owner of a dog not licensed on or before April 30th in any year shall be subject to a fine of fifty dollars (\$50.00), in addition to the license fee, upon the complaint of the dog officer. The owner of any unspayed and unleashed female dog found by the dog officer roaming in season (heat) off the premises of the owner or keeper shall be subject to a fine of fifty dollars (\$50.00). Each such occasion shall constitute separate violations.

**4.1.5 Fees.** The fees for registering and licensing dogs of all types in the Town shall be established from time to time by vote of the Selectmen.

## **SECTION 4.2 PUBLIC CARRIAGES AND TAXIS**

**4.2.1 Licenses.** The Board of Selectmen may license hackney carriages or motor vehicles for the conveyance of persons for hire from place to place within the Town and may revoke such licenses at their discretion. A record of all licenses so granted or revoked shall be kept by the Selectmen.

**4.2.2 Penalties.** No person shall set up, use or drive in the Town any unlicensed hackney carriage or motor vehicle for the conveyance of passengers for hire from place to place within the Town. Any person violating Section 4.2 shall be subject to a penalty not exceeding twenty dollars (\$20) for each offense.

**4.2.3 Expiration and Fees.** Licenses shall expire on the thirtieth day of April following the date of issuance, and shall not be transferred without the written consent of the Board of Selectmen. For each license the sum of ten dollars (\$10.00) shall be paid to the Town Treasurer for use by the Town. A license so granted shall become void if the applicant neglects or refuses to take out and pay for his license within ten days after notice that it has been granted.

**4.2.4 Taxi Stands.** The Selectmen may grant to the holder of a license under Section 4.2 a license to use a certain portion of a public way as a taxi stand for the solicitation of passengers for hire and no person shall use any portion of any public way for such purpose without such license. Any person who violates any of the provisions of Sub-section 4.2.4 shall be punished by a fine of not more than twenty dollars (\$20.00) for each offense.

## **SECTION 4.3 FEES, REGISTRATION APPLICABLE TO FLAMMABLES**

**4.3.1 Statutory Authority.** Pursuant to the authority of M.G.L. Chapter 148, Sections 10A, 13, 38A and 39A, and the Needham Fire Code, there is hereby established a fee schedule for licenses granted by the Board of Selectmen, Annual Certificate of Registration filed with the Town Clerk and Permits granted by the Chief of the Fire Department as follows:

### **4.3.2 Licenses for the Storage of Flammables issued by the Board of Selectmen**

#### **Class A: (all types)**

|                        |   |                           |         |
|------------------------|---|---------------------------|---------|
| 166                    | - | 40,000 gallons . . . .    | \$50.00 |
| 40,001                 | - | 80,000 gallons . . . .    | 200.00  |
| 80,001                 | - | 100,000 gallons . . . .   | 300.00  |
| 100,001                | - | 500,000 gallons . . . .   | 400.00  |
| 500,001                | - | 1,000,000 gallons . . . . | 500.00  |
| over 1,000,000 gallons | . | .                         | 800.00  |

#### **Class B Fuel: (all types)**

|                                      |   |                   |        |
|--------------------------------------|---|-------------------|--------|
| 501                                  | - | 20,000 gallons    | 50.00  |
| 20,001                               | - | 40,000 gallons    | 100.00 |
| 40,001                               | - | 80,000 gallons    | 200.00 |
| 80,001                               | - | 100,000 gallons   | 300.00 |
| 100,001                              | - | 500,000 gallons   | 400.00 |
| 500,001                              | - | 1,000,000 gallons | 500.00 |
| over 1,000,000 gallons               |   |                   | 800.00 |
| Class C Fluids (all types)           |   |                   |        |
| 1,001                                | - | 20,000 gallons    | 50.00  |
| 20,001                               | - | 40,000 gallons    | 100.00 |
| 40,001                               | - | 80,000 gallons    | 200.00 |
| 80,001                               | - | 100,000 gallons   | 300.00 |
| 100,001                              | - | 500,000 gallons   | 400.00 |
| 500,001                              | - | 1,000,000 gallons | 500.00 |
| over 1,000,000 gallons               |   |                   | 800.00 |
| Flammable Solids 101 lbs and up      |   |                   |        |
|                                      |   |                   | 50.00  |
| Flammable Gases (within a building)  |   |                   |        |
| 3,001 cubic ft. and up               |   |                   | 50.00  |
| Flammable Gases (outside a building) |   |                   |        |
| 10,001 cubic ft. and up              |   |                   | 50.00  |
| Liquid Petroleum Gases               |   |                   |        |
| 500                                  | - | 1,000 gallons     | 50.00  |
| over                                 | - | 1,001 gallons     | 100.00 |

#### Automobiles

The parking of four or more vehicles in a structure - two dollars (\$2.00) per vehicle, and not less than fifty dollars (\$50.00).

Advertising costs for a hearing by the Board of Selectmen for the issuance of a license for the storage of flammables shall be paid by the applicant.

The annual fees shall include the cost of the initial registration with the Town Clerk. The fee for each annual renewal registration with the Town Clerk shall be the amount herein specified for the original license as set forth above.

#### 4.3.3 Permit Fees

|                                        |          |
|----------------------------------------|----------|
| Underground Storage Tank Removal       | \$100.00 |
| Underground Storage Tank Installation  | 100.00   |
| Underground Gasoline Tank Removal      | 100.00   |
| Underground Gasoline Tank Installation | 100.00   |

### SECTION 4.4 GENERAL

#### 4.4.1 Denial, Revocation or Suspension for Failure to Pay Municipal Taxes.

4.4.1.1 The tax collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.



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

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**MEETING DATE: 2/27/2018**

|                     |                                               |
|---------------------|-----------------------------------------------|
| <b>Agenda Item</b>  | Public Hearing – Plastic Check-Out Bag Policy |
| <b>Presenter(s)</b> | Board of Selectmen                            |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <p>The Board of Selectmen will receive public comment about the contemplated policy aimed at reducing the environmental and aesthetic impact of the improper disposal of single-use plastic bags.</p> <p>Rather than immediately proposing a mandatory ban, the Board has discussed the concept of encouraging commercial establishments with retail space of 3,500 s.f. or greater selling goods directly to consumers to minimize the use of plastic check-out bags in favor of reusable bags or recyclable paper bags.</p> |                                                   |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| Discussion only.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                   |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>BACK UP INFORMATION ATTACHED</b>               |
| <ul style="list-style-type: none"><li>a. Notice of Public Hearing</li><li>b. Draft Plastic Bag Policy Statement dated January 26, 2017</li></ul>                                                                                                                                                                                                                                                                                                                                                                              |                                                   |



## **TOWN OF NEEDHAM**

**TOWN HALL**

**1471 Highland Avenue  
Needham, MA 02492-2669**

**Office of the  
BOARD OF SELECTMEN**

**TEL: (781) 455-7500  
FAX: (781) 449-4569  
TDD: (781) 455-7558**

### **Board of Selectmen Notice of Public Hearing Plastic Check-Out Bag Policy**

The Board of Selectmen will hold a public hearing on Tuesday, February 27, 2018 at 7:00 pm at the Needham Town Hall, 1471 Highland Avenue, Needham to gather input from interested parties regarding the proposed Plastic Check-Out Bag Policy.

After consulting with several local retailers, the Board of Selectmen is contemplating adopting this policy aimed at reducing the environmental and aesthetic impact of the improper disposal of single-use plastic bags. Rather than immediately proposing a mandatory ban, the Board has discussed the concept of encouraging commercial establishments with retail space of 3,500 s.f. or greater selling goods directly to consumers to minimize the use of plastic check-out bags in favor of reusable bags or recyclable paper bags.

The Board of Selectmen invites all residents and interested parties to attend and provide input regarding this subject. Written comments may also be submitted to the Board of Selectmen, c/o Needham Town Hall, 1471 Highland Avenue, Needham, MA or by email to [selectmen@needhamma.gov](mailto:selectmen@needhamma.gov).

## PLASTIC CHECK-OUT BAG POLICY STATEMENT

January 26, 2017

### Policy

The Board of Selectmen is committed to reducing the environmental and aesthetic impact of the improper disposal of single-use plastic bags. Plastic shopping bags are difficult to recycle, contribute to the contamination of waste processed at the Town's Recycling and Transfer Station (RTS), and create significant litter problems in business centers, neighborhoods, parks, and in sewer and storm drain systems.

A reduction in the use of single-use plastic check-out bags through a voluntary, public-private partnership will have a positive impact on the Town and the region. The Board of Selectmen therefore requests that all commercial establishments with a retail space of 3,500 s.f. or greater that sell goods directly to the consumer discontinue use of single-use plastic check-out bags, on or before June 1, 2018, in favor of reusable bags or recyclable paper bags.

The Board further encourages all commercial establishments selling goods directly to the consumer, regardless of retail space area, to consider and act, consistent with the requirements of their businesses, to minimize the use of plastic check-out bags in favor of reusable bags or recyclable paper bags.

### Exceptions

This policy statement shall not apply to bags, whether plastic or otherwise, in which loose produce or products are placed by a consumer to deliver such items to the point of sale or check-out area of a retail establishment, or used to contain dry cleaning, produce, meat, bulk foods, or similar merchandise.

### Definitions

*Checkout Bag* – a bag provided by a store to a customer at the point of sale.

*Reusable Bag* – a bag with handles that is specifically designed and manufactured for multiple use and is made of thick plastic, cloth or other washable durable materials

*Recyclable Paper Bags* – a paper bag that is 100% recyclable, whether or not containing post-consumer content.

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

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**MEETING DATE: 2/27/2018**

|                     |                                                                         |
|---------------------|-------------------------------------------------------------------------|
| <b>Agenda Item</b>  | Community Preservation Committee - Proposals Under Review               |
| <b>Presenter(s)</b> | Gary Crossen, Chair CPC<br>Patty Carey, Director of Park and Recreation |

|                                                                                                                                                                                                                 |                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                                                                                                       | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| The CPC members will meet with the Board to discuss the projects before the CPC for funding consideration this year. The Board and Committee members will discuss the known projects in the five year forecast. |                                                   |
| <b>2.</b>                                                                                                                                                                                                       | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| Update only.                                                                                                                                                                                                    |                                                   |
| <b>3.</b>                                                                                                                                                                                                       | <b>BACK UP INFORMATION ATTACHED</b>               |
| a. Information on Projects Under Review                                                                                                                                                                         |                                                   |

|                   |          |
|-------------------|----------|
| CPC USE ONLY:     |          |
| Application #     | F1208-01 |
| Qualifies:        | _____    |
| Does not qualify: | _____    |

## INITIAL ELIGIBILITY PROJECT APPLICATION FORM

**DUE BY DECEMBER 1**

**TOWN OF NEEDHAM**  
**COMMUNITY PRESERVATION COMMITTEE**  
 c/o Park & Recreation Department  
 500 Dedham Avenue, Town Hall  
 Needham, MA 02492  
[www.needhamma.gov/CPC](http://www.needhamma.gov/CPC)

1. **Applicant:** Park and Recreation  
 (w/Town of Needham, DPW) **Submission Date:**
2. **Applicant's Address, Phone Number and Email:**

500 Dedham Avenue  
 Needham, MA 02492  
 781-455-7550: adelgaizo@needhamma.gov  
**Contact Name:**  
 Anthony DelGaizo, Town Engineer
3. **Purpose:**  
 (Please select all that apply)
  - ☒ Open Space
  - ☐ Community Housing
  - ☐ Historic Preservation
  - ☐ Recreation
4. **Project Name:** Rosemary Lake Sediment Removal - Removal Activities
5. **Project Location/Address/Ownership (Control):**

178 Rosemary Street  
 Needham, MA 02494  
 Town of Needham, owner
6. **Amount Requested:** \$ 2.4M
7. **Estimated Total Project Cost (If Different):** \$ 2.3M
8. **Critical Dates: (If Applicable)**

Sediment sampling has been conducted in the lake and permitting activities including filings iwth the Conservation Commission, MEPA, and DEP are ongoing. Additional sampling is needed to further determine the contaminant levels in the sediment. Permitting is anticipated to be approved

- continued -

|                   |       |
|-------------------|-------|
| CPC USE ONLY:     |       |
| Application #     | _____ |
| Qualifies:        | _____ |
| Does not qualify: | _____ |

**Project Name:** Rosemary Lake Sediment Removal - Removal Activities

**9. Project Summary: In 100 words or less provide a brief summary of the project:**

This project will be for the dredging and off-site management of impacted sediment from Rosemary Lake. There is sediment at the bottom of the lake that is impaired due to the accumulation of roadway pollutants from storm runoff water. The lake is suffering from low dissolved oxygen levels, nutrient loading (fertilizers), bacteria, and road contaminants, which are all problematic to the ecosystem of the lake and adjoining brook. This project will consist of removing the impacted sediment (0.5 to 5.5 feet in thickness) from the bottom of Rosemary Lake. Additional contaminants have been found in the sediment subsequent to the initial testing, requiring disposal at an out-of-state landfill facility. It is estimated that up to 28,000 cubic yards of sediment will be dredged.

**10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.**

The lake is located in the Charles River watershed which has a Total Maximum Daily Load (TMDL) for pathogens and phosphorus. Rosemary Brook, from the outlet of the lake to its confluence with the Charles River, is listed as an impaired water and is a Category 5 water body. Under the recent National Pollution Discharge Elimination System (NPDES) Permit, a program under the clean water act, Needham is required to undertake Best Management Practices (BMPs) to improve existing water quality in impaired waterbodies. Removal of impacted sediments will enhance one of Needham's natural resources by improving the water quality of the Lake, and thus the quality of Rosemary Brook. If feasible, this project will be timed with the Rosemary Pool renovation project, as the draining of the lake will provide an opportune time to complete the Rosemary Pool renovation project.

**Note:** *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

|                   |           |
|-------------------|-----------|
| CPC USE ONLY:     |           |
| Application #     | FY2018-02 |
| Qualifies:        | _____     |
| Does not qualify: | _____     |

## INITIAL ELIGIBILITY PROJECT APPLICATION FORM

**DUE BY DECEMBER 1**

**TOWN OF NEEDHAM**  
**COMMUNITY PRESERVATION COMMITTEE**  
c/o Park & Recreation Department  
500 Dedham Avenue, Town Hall  
Needham, MA 02492  
www.needhamma.gov/CPC

1. **Applicant:** Park and Recreation **Submission Date:** 12/1/17
2. **Applicant's Address, Phone Number and Email:**  
  
500 Dedham Avenue  
Needham, MA 02492  
  
**Contact Name:**  
Matt Toolan, Chairman
3. **Purpose:**  
(Please select all that apply)  
  
☐ Open Space  
☐ Community Housing  
☐ Historic Preservation  
☒ Recreation
4. **Project Name:** Rosemary Lake Camp Property
5. **Project Location/Address/Ownership (Control):**  
  
178 Rosemary Street  
Needham, MA 02494  
Park and Recreation Commission
6. **Amount Requested:** \$ 50,000
7. **Estimated Total Project Cost (If Different):** \$
8. **Critical Dates: (If Applicable)**

- continued -

|                   |       |
|-------------------|-------|
| CPC USE ONLY:     |       |
| Application #     | _____ |
| Qualifies:        | _____ |
| Does not qualify: | _____ |

**Project Name:** Rosemary Lake Camp Property

**9. Project Summary: In 100 words or less provide a brief summary of the project:**

Park and Recreation is currently renovating the active recreation side of Rosemary Lake, but the second phase of work is to renovate the trail system and passive recreation opportunities on the other side of the lake. This project would be to demolish the three existing seasonal buildings on the site: the shelter building, the cement latrine, and the wooden latrine. From existing funds, a request to the Student Conservation Association is being submitted to replace the wooden bridge over the street, a major connecting point on the trail system.

**10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.**

The community is fortunate to have access to the most of the property surrounding Rosemary Lake. In recent years, many have been introduced to the trail system on the camp property side of the lake, and with improvements to access from the Rosemary Recreation Complex, it is anticipated that more residents will make it a destination, especially due to its convenient location to the center of Needham.

**Note:** *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

|                   |           |
|-------------------|-----------|
| CPC USE ONLY:     |           |
| Application #     | FY2018-03 |
| Qualifies:        | _____     |
| Does not qualify: | _____     |

## INITIAL ELIGIBILITY PROJECT APPLICATION FORM

**DUE BY DECEMBER 1**

### TOWN OF NEEDHAM COMMUNITY PRESERVATION COMMITTEE

c/o Park & Recreation Department  
500 Dedham Avenue, Town Hall  
Needham, MA 02492  
[www.needhamma.gov/CPC](http://www.needhamma.gov/CPC)

1. **Applicant:** Needham Public Schools **Submission Date:** 9-18-17
  
2. **Applicant's Address, Phone Number and Email:**

Emery Grover School Administration Building  
1330 Highland Avenue  
Needham, MA 02492

**Contact Name:**  
Dan Gutekanst, Superintendent
3. **Purpose:**  
(Please select all that apply)
 

|                                     |                       |
|-------------------------------------|-----------------------|
| <input type="checkbox"/>            | Open Space            |
| <input type="checkbox"/>            | Community Housing     |
| <input checked="" type="checkbox"/> | Historic Preservation |
| <input type="checkbox"/>            | Recreation            |
  
4. **Project Name:** Emery Grover Feasibility Study Refresh
5. **Project Location/Address/Ownership (Control):**

School Department Administration  
1330 Highland Avenue  
Needham, MA 02492
  
6. **Amount Requested:** \$ 70,000
  
7. **Estimated Total Project Cost (If Different):** \$ 70,000
  
8. **Critical Dates: (If Applicable)**

The study should be funded (and completed) in FY19, to enable project design to occur in FY20.

- continued -

|                   |       |
|-------------------|-------|
| CPC USE ONLY:     |       |
| Application #     | _____ |
| Qualifies:        | _____ |
| Does not qualify: | _____ |

**Project Name:**

**9. Project Summary: In 100 words or less provide a brief summary of the project:**

The 2005 Facilities Master Plan indicated that the Emery Grover School Administration Building is in need of additional office and storage space, as well as extensive repair and modernization. Emery Grover is an historic building on the National Register of Historic Places. A request for project funding is included in the FY18-22 & FY19-23 CIPs. A potential time line is summarized below:

Feasibility Study: FY14

Design: FY20 (May '19 ATM)

Project Funding Year: FY21 (May '20 ATM)

Construction: FY21-FY22

New Building Opens: 9/2022 (FY23)

A feasibility study was conducted in August 2013 by DesignLAB Architects. This request is to conduct a 'refresh' of the original study to update the project budget and schedule, address temporary staff relocation requirements and identify any building code changes that will be needed to accommodate the projected use.

**10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.**

The Emery Grover is home to the Needham School Department and is an important asset in the Town's building inventory. The building is located in downtown Needham, but is in need of additional office and storage space, as well as extensive repair and modernization. The needed scope of renovation includes reorganizing office and meeting spaces, making the building fully ADA accessible, removing remaining asbestos and lead paint, and replacing deteriorating systems, including: windows, HVAC, electrical and plumbing. These renovations will allow for a more efficient use of space, as well as full utilization of all four floors and full handicapped accessibility.

**Note: This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.**

## Capital Project Request

| Project Title: Emery Grover Feasibility Study Refresh |                                                                                                                                                             |                                      |          |                                      |                                                                     | Fiscal Year: |                  |      |      |
|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------|--------------------------------------|---------------------------------------------------------------------|--------------|------------------|------|------|
| Purpose:<br>Department:<br>Partners:                  | Feasibility Study<br>Needham Public Schools                                                                                                                 | Classification:                      | Building | Status:<br>Supports:<br>Useful Life: | New Request<br>Public Education<br>More than twenty-five (25) years |              |                  |      |      |
| Parameters                                            |                                                                                                                                                             |                                      |          |                                      |                                                                     | Response     |                  |      |      |
| 1.                                                    | Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?      |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 2.                                                    | Are there recommendations or costs identified by other departments which are NOT factored into the request?                                                 |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 3.                                                    | Does this project require any permitting by any Town or State agency?                                                                                       |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 4.                                                    | If this request is for Technology, has the Department communicated with ITC, and does ITC support the request?                                              |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 5.                                                    | If this request is for Building Improvements, has the Department communicated with the Building Maintenance (BM) division, and does BM support the request? |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 6.                                                    | If funded, will additional permanent staff be required?                                                                                                     |                                      |          |                                      |                                                                     | No           | Total New FTE's: |      |      |
| 7.                                                    | If funded, will the operating budget need to be increased to cover operating expenses?                                                                      |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 8.                                                    | If funded, will this project lower the requesting Department's operating costs?                                                                             |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 9.                                                    | If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?                    |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 10.                                                   | If the project is NOT funded, will current Town revenue be reduced?                                                                                         |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 11.                                                   | Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?                                              |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 12.                                                   | Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?                        |                                      |          |                                      |                                                                     | Yes          |                  |      |      |
| 13.                                                   | Is this a request in response to a Court, Federal, or State order?                                                                                          |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 14.                                                   | Is this a request in response to a documented public health or safety condition?                                                                            |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 15.                                                   | Is this a request to improve or make repairs to extend the useful life of a building?                                                                       |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 16.                                                   | Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?                                  |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 17.                                                   | Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?                                                 |                                      |          |                                      |                                                                     | No           |                  |      |      |
| 18.                                                   | Will any other department be required to provide assistance in order to complete the project?                                                               |                                      |          |                                      |                                                                     | Yes          |                  |      |      |
| 19.                                                   | If funded, will this project increase the operating expense for any other department?                                                                       |                                      |          |                                      |                                                                     | No           |                  |      |      |
| Project Cost:                                         | \$70,000                                                                                                                                                    | How was the Project Cost Determined: |          | In-House Estimate                    |                                                                     |              |                  |      |      |
| Budget Impact:                                        | Negligible impact on the annual operating expenses less than \$5,000                                                                                        |                                      |          |                                      |                                                                     |              |                  |      |      |
| Project Budget Elements                               |                                                                                                                                                             | Project Budget                       | 2019     | 2020                                 | 2021                                                                | 2022         | 2023             | 2024 | 2025 |
| Planning/Feasibility                                  |                                                                                                                                                             | \$70,000                             |          |                                      |                                                                     |              |                  |      |      |
| Design/Engineering                                    |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Land/ROW Acquisition                                  |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Site Preparation                                      |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Construction                                          |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Construction Management                               |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Equipment                                             |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Furniture, Fixtures, and Equipment                    |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Technology Hardware/Software                          |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| Other Expenses                                        |                                                                                                                                                             | \$0                                  |          |                                      |                                                                     |              |                  |      |      |
| TOTAL                                                 |                                                                                                                                                             | \$70,000                             | \$70,000 | \$0                                  | \$0                                                                 | \$0          | \$0              | \$0  | \$0  |

The 2005 Facilities Master Plan indicated that the Emery Grover School Administration Building is in need of additional office and storage space, as well as extensive repair and modernization. The needed scope of renovation includes reorganizing office and meeting spaces, making the building fully ADA accessible, removing remaining asbestos and lead paint, and replacing deteriorating systems, including: windows, HVAC, electrical and plumbing. These renovations would allow for a more efficient use of space, as well as full utilization of all four floors and full handicapped accessibility. A capital funding request has been separately submitted for this project, based on the preliminary schedule below:

Preliminary Project Schedule - Renovate/Reconstruct Emery Grover Building at Highland Avenue Location:

- Feasibility Study: FY14 (\$30,000)
- Feasibility Study Refresh: FY19
- Design: FY20 (May '19 ATW)
- Project Funding Year: FY21 (May '20 ATW)
- Emery Grover Occupies Swing Space: FY21-FY22 (July '20 - Sept '22)
- Construction: FY21-FY22
- New Building Opens: 9/2022 (FY23)

A feasibility study was conducted in August 2013 by DesignLAB Architects, which identified several options for the building, including: renovation of the existing building, the purchase/renovation of commercial property, and new construction on an alternate Town-owned parcel. This request is to conduct a 'refresh' of the original study, which was conducted five years ago and which must be refreshed to provide useful information for the design project above. The refreshed study should focus exclusively on a project to renovate/reconstruct the Emery Grover Building at the Highland Avenue location, rather than the alternate options of purchasing/renovating commercial property or new construction on another Town-owned parcel. The study should include an updated project budget and schedule, address temporary relocation requirements and identify any building code changes that will be needed to accommodate the projected use. In addition, the study should include the assessment of swing space options including timelines and project budget for the swing space.

Parameters Addressed:  
Community Preservation Committee: Funding to be Requested from CPC  
Other Departmental Assistance: PPBC Project Management

|                |                                        |
|----------------|----------------------------------------|
| Project Title: | Emery Grover Feasibility Study Refresh |
|                | Capital Project Request                |
|                | Fiscal Year:                           |
|                | 2019                                   |

|                   |         |
|-------------------|---------|
| CPC USE ONLY:     |         |
| Application #     | 2018-06 |
| Qualifies:        | _____   |
| Does not qualify: | _____   |

## INITIAL ELIGIBILITY PROJECT APPLICATION FORM

**DUE BY DECEMBER 1**

**TOWN OF NEEDHAM**  
**COMMUNITY PRESERVATION COMMITTEE**  
 c/o Park & Recreation Department  
 500 Dedham Avenue, Town Hall  
 Needham, MA 02492  
 www.needhamma.gov/CPC

1. **Applicant:** Town of Needham **Submission Date:** December 2017

2. **Applicant's Address, Phone Number and Email:** 3. **Purpose:**  
*(Please select all that apply)*

Town of Needham  
 1471 Highland Avenue  
 Needham, Massachusetts 02492

- ☐ Open Space  
☐ Community Housing  
☐ Historic Preservation  
☒ Recreation

**Contact Name:**

Memorial Park Trustees care of Patricia Carey

4. **Project Name:** Memorial Park Field House and Site Improvements

5. **Project Location/Address/Ownership (Control):**

Town of Needham  
 1154 Highland Avenue  
 Needham, Massachusetts 02492

6. **Amount Requested:** \$ 3,701,800\*

7. **Estimated Total Project Cost (If Different):** \$ 5,840,705\*

8. **Critical Dates: (If Applicable)**

January 2, 2018 - Release of Capital Plan; February 5, 2018 - Warrant articles due to the Board of Selectmen; May 7, 2018 - Start of the Annual Town Meeting; Summer 2018 - Construction begins estimated completion summer 2019.

- continued -

|                   |       |
|-------------------|-------|
| CPC USE ONLY:     |       |
| Application #     | _____ |
| Qualifies:        | _____ |
| Does not qualify: | _____ |

**Project Name:** Memorial Park Field House and Site Improvements

**9. Project Summary: In 100 words or less provide a brief summary of the project:**

The feasibility study was funded (May 2016) and completed, and preliminary design was funded (May 2017) and is nearing completion. The next phase is to secure funding for final design and construction (May 2018). The estimated project cost of \$5,840,705 is based on the estimate provided at the November 27, 2017 PPBC meeting. The requested amount is the maximum allowable portion which is based on the architect's analysis of eligible cost. Any amount that is recommended to be funded by CPC would reduce the amount that would need to be borrowed, and increases the likelihood that the project can move forward. The project entails a complete replacement of the existing facility, improvements to the park and field support areas, which will make the building fully handicap accessible, and will be constructed in accordance with the new building code.

**10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.**

Improvements to Memorial Park have been contemplated for a number years, and the Memorial Park Field House was included in the Townwide Facilities Study which was completed in 2014. This facility is part of an overall plan to enhance program offerings and promote synergy among the other nearby Town facilities. The building and park provide a needed resource for Town athletics and many community activities. The project will improve the site to better accommodate High School programs and other recreational uses, while keeping the focus on the site and its history, and the great importance that it serves in recognizing the service and sacrifice of our veterans.

**Note:** *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

|                   |          |
|-------------------|----------|
| CPC USE ONLY:     |          |
| Application #     | 24208-17 |
| Qualifies:        | _____    |
| Does not qualify: | _____    |

## INITIAL ELIGIBILITY PROJECT APPLICATION FORM

**DUE BY DECEMBER 1**

### TOWN OF NEEDHAM COMMUNITY PRESERVATION COMMITTEE

c/o Park & Recreation Department  
500 Dedham Avenue, Town Hall  
Needham, MA 02492  
www.needhamma.gov/CPC

1. **Applicant:** Needham History Center & Museum **Submission Date:** 1 December 2017
  
2. **Applicant's Address, Phone Number and Email:**

1147 Central Avenue, Needham, MA 02492  
781-455-8860 / www.needhamhistory.org  
greis@needhamhistory.org
3. **Purpose:**  
(Please select all that apply)
 

|                                     |                       |
|-------------------------------------|-----------------------|
| <input type="checkbox"/>            | Open Space            |
| <input type="checkbox"/>            | Community Housing     |
| <input checked="" type="checkbox"/> | Historic Preservation |
| <input type="checkbox"/>            | Recreation            |
  
- Contact Name:**  
Gloria Greis, Executive Director
  
4. **Project Name:** Collections Database Completion
  
5. **Project Location/Address/Ownership (Control):**  
Needham History Center & Museum  
1147 Central Avenue, Needham, MA 02492  
all collections, materials, and equipment are property of the Needham History Center
  
6. **Amount Requested:** \$ 25,000
  
7. **Estimated Total Project Cost (If Different):** \$ 40,000
  
8. **Critical Dates: (If Applicable)**  
N/A

- continued -

|                   |       |
|-------------------|-------|
| CPC USE ONLY:     |       |
| Application #     | _____ |
| Qualifies:        | _____ |
| Does not qualify: | _____ |

**Project Name:** Collections Database Completion

**9. Project Summary: In 100 words or less provide a brief summary of the project:**

We were grateful to receive a CPC grant of \$25K in 2012 to rehouse and reorganize our collections, and create a collections database. This allowed us buy equipment, and establish data and storage protocols. Since then, we have rehoused much of the collection into archivally-sound containers, taken record photographs, and created a rich data template. Data entry of the artifact records ongoing; we have also started scanning the document and photo archives as well. We are requesting additional funds to complete the data entry of artifacts and archives. There has been significant progress, but data entry is not yet complete.

**10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.**

We have had a steady increase in requests for information, images, and partnership events with local offices and organizations, and the Town. The more control we have over our data, the more available we can make it to the community. Increased accessibility thanks to the previous grant has let us make significantly better use of our collections in public programs and contacts. As we enrich the database, we can provide better information, and create online accessibility for the public and schools. Our first web exhibit will launch soon, and we are looking at this tool to develop a new middle school resource.

**Note:** *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*



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

---

**MEETING DATE: 2/27/2018**

|                     |                                                                                   |
|---------------------|-----------------------------------------------------------------------------------|
| <b>Agenda Item</b>  | Accept and Refer Zoning – Side and Rear Setbacks Adjoining Residential Districts. |
| <b>Presenter(s)</b> | Kate Fitzpatrick, Town Manager                                                    |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <p>At its meeting on February 13, 2018, the Planning Board voted to place the following article on the warrant for the 2018 Annual Town Meeting: “Amend Zoning By-Law – Side and Rear Setbacks Adjoining Residential Districts.”</p> <p>Under State law, the Board of Selectmen has 14 days to accept the proposed amendment and refer the amendment to the Planning Board for its review, hearing, and report. The Board’s action in this matter is not discretionary.</p> <p>The Planning Board intends to schedule the public hearing on this zoning for March 27, 2018.</p> |                                                   |
| <b>2.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| <p><i>Suggested Motion:</i> That the Board vote to accept the proposed zoning amendment: “Amend Zoning By-law – Side and Rear Setbacks Adjoining Residential Districts” for referral to the Planning Board for its review, hearing, and report.</p>                                                                                                                                                                                                                                                                                                                             |                                                   |
| <b>3.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>BACK UP INFORMATION ATTACHED</b>               |
| <p>a. Letter from Lee Newman, Director of Planning &amp; Community Development dated February 23, 2018.</p> <p>b. Proposed Warrant articles</p>                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                   |



# TOWN OF NEEDHAM, MA

PLANNING AND COMMUNITY  
DEVELOPMENT DEPARTMENT

RECEIVED  
TOWN OF NEEDHAM  
500 Dedham Ave  
Needham, MA 02492  
2018 FEB 13 PM 4:24  
781-455-7550

## PLANNING

February 23, 2018

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

Re: Zoning Article for 2018 Annual Town Meeting

Dear Kate:

The Planning Board at its meeting of February 13, 2018 voted to place the following article on the warrant for the May 2018 Annual Town Meeting: (1) Amend Zoning By-Law – Side and Rear Setbacks Adjoining Residential Districts. Accordingly, please find the above-named article as approved by the Planning Board on February 13 for inclusion in the warrant of the 2018 Annual Town Meeting.

As you know, the Board of Selectmen will need to accept the article and to then forward it to the Planning Board for review, public hearing and report. Please have the Selectmen act on the enclosed article at their next meeting of Tuesday, February 27, 2018, so that the Planning Board can meet its statutory obligations. The Planning Board plans to schedule the public hearing on the article for Thursday, March 27, 2018.

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

Very truly yours,

NEEDHAM PLANNING BOARD

Lee Newman  
Director of Planning and Community Development

cc: Planning Board

Enclosure

**ARTICLE 4: AMEND ZONING BY-LAW – SIDE AND REAR SETBACKS ADJOINING RESIDENTIAL DISTRICTS**

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

- a) In Section 4.4.8, Side and Rear Setbacks Adjoining Residential Districts, by adding a new sentence at the end of Section 4.4.8.1 and Section 4.4.8.4, that reads “Notwithstanding the foregoing, the provisions of this section shall not be applicable with respect to the portion of any residential district within the layout of Route 128/95.”
- b) In Section 4.6.5, Side and Rear Setbacks Adjoining Residential Districts, by adding a new sentence at the end of said section that reads “Notwithstanding the foregoing, the provisions of this section shall not be applicable with respect to the portion of any residential district within the layout of Route 128/95.”

Or take any other action relative thereto.



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

---

**MEETING DATE: 3/28/2017**

|                     |                                |
|---------------------|--------------------------------|
| <b>Agenda Item</b>  | Positions on Warrant Articles  |
| <b>Presenter(s)</b> | Kate Fitzpatrick, Town Manager |

|                                                                                                                            |                                                   |
|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                  | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| The Board will review articles contained in the Annual Town Meeting Warrant.                                               |                                                   |
| <b>2.</b>                                                                                                                  | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| <i>Suggested Motion:</i> That the Board vote to support (not to support) article _____ in the Annual Town Meeting Warrant. |                                                   |
| <b>3.</b>                                                                                                                  | <b>BACK UP INFORMATION ATTACHED</b>               |
| a. Status of Articles (3.24.17)<br>b. 2017 Annual Town Meeting Warrant Final Draft 3.24.2017                               |                                                   |

# TOWN OF NEEDHAM



## 2018 ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 10, 2018

Business meeting: Monday, May 7, 2018

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

DRAFT 2.23.2018

Additional information on particular warrant articles will be made available from time to time at [www.needhamma.gov/townmeeting](http://www.needhamma.gov/townmeeting) during the weeks leading up to Annual Town Meeting.

**WARRANT FOR THE ANNUAL TOWN MEETING  
TUESDAY, APRIL 10, 2018  
TOWN OF NEEDHAM  
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 in their respective voting places in said Town namely:

|            |   |                                         |
|------------|---|-----------------------------------------|
| Precinct A | - | The Center at the Heights               |
| Precinct B | - | The Center at the Heights               |
| Precinct C | - | Newman School - Gymnasium               |
| Precinct D | - | Newman School - Gymnasium               |
| Precinct E | - | Broadmeadow School - Performance Center |
| Precinct F | - | Needham High School – Gymnasium         |
| Precinct G | - | Needham High School – Gymnasium         |
| Precinct H | - | Broadmeadow School - Performance Center |
| Precinct I | - | William Mitchell School - Gymnasium     |
| Precinct J | - | William Mitchell School - Gymnasium     |

on TUESDAY, THE TENTH DAY OF APRIL, 2018

from seven o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

**ARTICLE 1:      ANNUAL TOWN ELECTION**

and you are also required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall On Monday May 7, 2018 at 7:30 p.m. in the afternoon, then and there to act upon the following articles:

---

**Warrant for the Annual Town Meeting**

**Monday, May 7, 2018 at 7:30 p.m. at Needham Town Hall**

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**ARTICLE 2:      COMMITTEE AND OFFICER REPORTS**

To hear and act on the reports of Town Officers and Committees.

---

## HUMAN RESOURCE ARTICLES

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### **ARTICLE X: ESTABLISH ELECTED OFFICIALS' SALARIES**

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2018, as required by Massachusetts General Law, Chapter 41, Section 108:

|                                                     |         |
|-----------------------------------------------------|---------|
| Town Clerk                                          |         |
| Town Clerk with 6 years of service in that position | \$      |
| Selectmen, Chairman                                 | \$1,800 |
| Selectman, Others                                   | \$1,500 |

(1) In addition, such compensation shall also include

(2)

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT:

PERSONNEL BOARD RECOMMENDS THAT:

*Article Information:* In accordance with Massachusetts General Law Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

*The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.*

---

### **ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM INDEPENDENT PUBLIC EMPLOYEE ASSOCIATION/DPW**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Public Employee Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019; 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.

---

**ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – INDEPENDENT TOWN WORKERS’ ASSOCIATION**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers’ Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019; 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.

---

**ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – BUILDING CUSTODIAN/TRADES INDEPENDENT ASSOCIATION**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers’ Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019; 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.

---

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**FINANCE ARTICLES**

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**ARTICLE X: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986**

To see if the Town will vote to accept, for fiscal year 2019, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Massachusetts General Law Chapter 59 relative to real estate property tax exemptions, and approve an increase in the amount of 100% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Massachusetts General Law Chapter 59, Section 5: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid in the preceding year, except through the application of Massachusetts General Law, Chapter 58, Section 8A or Massachusetts General Law Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2018, the cumulative increase above the statutory limit was 100%.

---

**ARTICLE X: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$25,000 for the purpose of funding the Needham Property Tax Assistance Program, to be spent under the direction of the Town Manager, said sum to be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The Board of Selectmen voted to recommend a higher amount for fiscal year 2019. The voluntary fund received \$14,044 in fiscal year 2017.

---

**ARTICLE X: APPROPRIATE FOR SENIOR CORPS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,000 for the purpose of funding the Senior Corps program, to be spent under the direction of the Town Manager, said sum to be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The Senior Corps is a program whereby qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid up to \$1,100 per year, which is applied to their property tax bills.

---

**ARTICLE X: APPROPRIATE FOR TOWN-OWNED LAND SURVEYS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for the survey of Town-owned lands, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: *The Town has acquired land over the years that has never been surveyed. In recent years, when the Town has begun the design process for construction on such parcels, survey data has been unavailable or incorrect, resulting in delays and added cost to projects. This funding would allow the Town to conduct land surveys, including title research, field work, analysis, installation of bounds or markers, drafting work, and recording of the completed plan. The Town-owned survey project will be a multi-year program.*

---

**ARTICLE X: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$625,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X: APPROPRIATE FOR URBAN COMMUNITY CHALLENGE GRANT/TREE INVENTORY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,000 for the purpose of funding the matching grant for the Urban Community Challenge Grant, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

---

**ARTICLE X: APPROPRIATE FOR TIME CLOCK SYSTEM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$81,000 for the purpose of funding a time clock system, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

---

**ARTICLE X:      APPROPRIATE FOR LONG RANGE PLAN**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for the purpose of funding consulting assistance for a long range plan, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

---

**ARTICLE X:      APPROPRIATE FOR RTS EFFICIENCY STUDY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for the purpose of funding an RTS efficiency study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from RTS Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

---

**ARTICLE X:      APPROPRIATE FOR WATER METER DATA COLLECTION**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$220,000 for the purpose of funding a water meter data collection system, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Water Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

---

**ARTICLE X:      APPROPRIATE THE FY2019 OPERATING BUDGET**

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of \$2,506,298, from the overlay surplus in the amount of \$335,000, from amounts reserved for debt exclusion offsets in the amount of \$115,147, and \$441,494 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the

appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

**ARTICLE X: APPROPRIATE THE FY2019 RTS ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2019, under the provisions of M.G.L. Chapter 44, Section 53F ½:

| RTS Enterprise<br>FY2019                           |                   |                    |             |                    |             |                    |                            |
|----------------------------------------------------|-------------------|--------------------|-------------|--------------------|-------------|--------------------|----------------------------|
| Line #                                             | Description       | FY2017             |             | FY2018             |             | FY2019             |                            |
|                                                    |                   | Expended           | FTE         | Current Budget     | FTE         | Recommended        | Town Meeting<br>Amendments |
| 101A                                               | Salary & Wages    | \$757,996          | 10.0        | \$796,656          | 10.0        | \$801,914          | 10.0                       |
| 101B                                               | Expenses          | \$1,226,853        |             | \$1,369,612        |             | \$1,496,979        |                            |
| 101C                                               | Operating Capital | \$96,250           |             | \$91,500           |             | \$91,500           |                            |
| 101D                                               | Debt Service      | \$149,784          |             | \$150,000          |             | \$150,000          |                            |
| 102                                                | Reserve Fund      | Transfers Only     |             | \$25,000           |             | \$25,000           |                            |
|                                                    |                   |                    |             |                    |             |                    |                            |
|                                                    | <b>TOTAL</b>      | <b>\$2,230,883</b> | <b>10.0</b> | <b>\$2,432,768</b> | <b>10.0</b> | <b>\$2,565,393</b> | <b>10.0</b>                |
| FY2019 Budget Percentage Change from FY2018 Budget |                   |                    |             |                    |             |                    | 5.5%                       |

And to meet this appropriation that a sum be raised from enterprise fund receipts, that \$1,520,000 be raised from the tax levy and transferred to the Enterprise Fund, and that \$105,393 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

**ARTICLE X: APPROPRIATE THE FY2019 SEWER ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2019, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Sewer Enterprise  
FY2019**

| Line #                                             | Description                 | FY2017             |             | FY2018             |             | FY2019             |             | Town Meeting Amendments |
|----------------------------------------------------|-----------------------------|--------------------|-------------|--------------------|-------------|--------------------|-------------|-------------------------|
|                                                    |                             | Expended           | FTE         | Current Budget     | FTE         | Recommended        | FTE         |                         |
| 201A                                               | Salary & Wages              | \$997,868          | 12.0        | \$958,976          | 11.0        | \$961,327          | 11.0        |                         |
| 201B                                               | Expenses                    | \$350,248          |             | \$431,060          |             | \$439,727          |             |                         |
| 201C                                               | Capital Outlay              | \$40,986           |             | \$50,000           |             | \$50,000           |             |                         |
| 201D                                               | MWRA Assessment             | \$5,683,915        |             | \$5,889,796        |             | \$6,227,150        |             |                         |
| 201E                                               | Debt Service                | \$1,044,704        |             | \$1,500,000        |             | \$1,500,000        |             |                         |
| 202                                                | Reserve Fund Transfers Only |                    |             | \$35,000           |             | \$35,000           |             |                         |
| <b>TOTAL</b>                                       |                             | <b>\$8,117,721</b> | <b>12.0</b> | <b>\$8,864,832</b> | <b>11.0</b> | <b>\$9,213,204</b> | <b>11.0</b> |                         |
| FY2019 Budget Percentage Change from FY2018 Budget |                             |                    |             |                    |             |                    | 3.9%        |                         |

And to meet this appropriation that a sum be raised from enterprise fund receipts, that \$504,750 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and that \$250,000 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

**ARTICLE X: APPROPRIATE THE FY2019 WATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2019, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Water Enterprise  
FY2019**

| Line #                                             | Description                 | FY2017             |             | FY2018             |             | FY2019             |             | Town Meeting Amendments |
|----------------------------------------------------|-----------------------------|--------------------|-------------|--------------------|-------------|--------------------|-------------|-------------------------|
|                                                    |                             | Expended           | FTE         | Current Budget     | FTE         | Recommended        | FTE         |                         |
| 301A                                               | Salary & Wages              | \$1,102,564        | 16.0        | \$1,248,413        | 17.0        | \$1,252,990        | 17.0        |                         |
| 301B                                               | Expenses                    | \$1,087,838        |             | \$1,107,888        |             | \$1,137,563        |             |                         |
| 301C                                               | Capital Outlay              | \$2,875            |             |                    |             | \$20,000           |             |                         |
| 301D                                               | MWRA Assessment             | \$1,039,372        |             | \$1,109,794        |             | \$862,262          |             |                         |
| 301E                                               | Debt Service                | \$1,549,049        |             | \$1,550,000        |             | \$1,550,000        |             |                         |
| 302                                                | Reserve Fund Transfers Only |                    |             | \$75,000           |             | \$75,000           |             |                         |
| <b>TOTAL</b>                                       |                             | <b>\$4,781,698</b> | <b>16.0</b> | <b>\$5,091,095</b> | <b>17.0</b> | <b>\$4,897,815</b> | <b>17.0</b> |                         |
| FY2019 Budget Percentage Change from FY2018 Budget |                             |                    |             |                    |             |                    | -3.8%       |                         |

And to meet this appropriation that said sum be raised from enterprise fund receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X: AMEND GENERAL BY-LAW - DEPARTMENT REVOLVING FUNDS**

To see if the Town will vote to amend the General By-Laws by striking the words “Public Facilities Department “ under section 2.2.7.5.8 and inserting in place thereof “Department of Public Works”; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X: SET THE ANNUAL DEPARTMENT REVOLVING SPENDING LIMIT**

: To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2019 beginning on July 1, 2018 for the revolving funds established in the Town’s General By-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½, or take any other action relative thereto.

| Revolving Fund           | Department, Board, Committee, Agency or Officer | FY2019 Spending Limit |
|--------------------------|-------------------------------------------------|-----------------------|
| Home Composting          | Department of Public Works                      | \$3,000               |
| Immunization Program     | Health and Human Services Department            | \$25,000              |
| Memorial Park Activities | Memorial Park Trustees                          | \$4,100               |
| Needham Transportation   | Health and Human Services Department            | \$60,000              |
| Public Facility Use      | Public Facilities Department                    | \$250,000             |
| School Transportation    | School Committee                                | \$819,000             |
| Traveling Meals          | Health and Human Services Department            | \$75,000              |
| Tree Replacement         | Department of Public Works                      | \$25,000              |
| Water Conservation       | Department of Public Works                      | \$10,000              |
| Youth Services Programs  | Health and Human Services Department            | \$25,000              |

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS**

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

INSERTED BY: Planning Board  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:    *The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds.    The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY2019 awards amounts had not been released.*

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**ZONING / LAND USE ARTICLES**

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**ARTICLE X:      AMEND ZONING BY-LAW – MARIJUANA ESTABLISHMENTS**

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

INSERTED BY: Planning Board  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      AMEND ZONING BY-LAW – NEIGHBORHOOD BUSINESS DISTRICT**

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

INSERTED BY: Planning Board  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      AMEND ZONING BY-LAW – MAP CHANGE TO NEIGHBORHOOD  
BUSINESS DISTRICT**

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

INSERTED BY: Planning Board  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      AMEND ZONING BY-LAW – SIDE AND REAR SETBACKS ADJOINING  
RESIDENTIAL DISTRICTS**

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

INSERTED BY: Planning Board  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**COMMUNITY PRESERVATION ACT ARTICLES**

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**ARTICLE X:      APPROPRIATE FOR ROSEMARY LAKE SEDIMENT REMOVAL**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$2,400,000 for Rosemary Lake Sediment Removal, to be spent under the direction of the Town Manager, and to meet this appropriation that \$1,550,000 be transferred from CPA Free Cash, \$340,000 be transferred from the FY2018 CPA General Reserve, and that \$510,000 be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR ROSEMARY CAMP PROPERTY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for Rosemary Camp Property improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR EMERY GROVER FEASIBILITY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$70,000 sum for a feasibility study of the Emery Grover Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR MEMORIAL PARK BUILDING CONSTRUCTION**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$5,900,000 for construction of the Memorial Park Fieldhouse, including any costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that a sum be transferred from CPA Free Cash, \$1,032,000 be transferred from Free Cash, \$1,800,000, be transferred from the Athletic Facility Improvement Fund, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$3,068,000 under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR HISTORIC DATABASE PROJECT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$25,000 for the completion of the historic database project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE TO COMMUNITY PRESERVATION FUND**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated FY2019 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

**Appropriations:**

A. Administrative and Operating Expenses of the Community Preservation Committee      \$82,000

**Reserves:**

B. Community Preservation Fund Annual Reserve      \$1,525,153

C. Community Housing Reserve      \$289,000

D. Historic Resources Reserve      \$0

E. Open Space Reserve      \$289,000

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

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**CAPITAL ARTICLES**

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**ARTICLE X:      APPROPRIATE FOR GENERAL FUND CASH CAPITAL**

To see if the Town will vote to raise and/or transfer and appropriate a sum for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

**ARTICLE X:      APPROPRIATE FOR ATHLETIC FACILITY IMPROVEMENTS DESIGN**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$55,000 for athletic facility improvements design for turf field replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Athletic Facility Improvement Fund; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,773,500 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, including costs incidental or related thereto, to be spent under the direction of the Town Manager, and to meet this appropriation that \$1,523,000 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$250,000 under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR PUBLIC WORKS STORAGE FACILITY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$7,900,000 for construction of the Public Works Storage Facility, including costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that \$1,382,000 be transferred from Free Cash, that \$944,000 be transferred from Sewer Enterprise Fund Retained Earnings, and that \$1,786,000 be transferred from Water Enterprise Fund Retained Earnings, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$3,788,000 under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR RTS ENTERPRISE FUND CASH CAPITAL**

To see if the Town will vote to raise and/or transfer and appropriate the a sum for RTS Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR RTS PROPERTY IMPROVEMENTS**

To see if the Town will vote to raise and/or transfer and appropriate the a sum for RTS Property Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$645,000 under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL**

To see if the Town will vote to raise and/or transfer and appropriate a sum for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Water Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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## TOWN RESERVE ARTICLES

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### **ARTICLE X:      APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND**

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$63,378 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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### **ARTICLE X:      APPROPRIATE TO CAPITAL IMPROVEMENT FUND**

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$141,413 to the Capital Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Explanation:

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### **ARTICLE X:      APPROPRIATE TO CAPITAL FACILITY FUND**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,817,000 to the Capital Facility Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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### **ARTICLE X:      APPROPRIATE TO DEBT SERVICE STABILIZATION FUND**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,981,874 to the Debt Service Stabilization Fund as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash and that \$ be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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## GENERAL ARTICLES

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### **ARTICLE X: NON-BETTERMENT STREET ACCEPTANCE – PANDOLF LANE**

To see if the Town will vote to

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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### **ARTICLE X: AMEND GENERAL BY-LAW/MARIJUANA ESTABLISHMENTS**

To see if the Town will vote to amend the Town's General Bylaws by adding a new Section 3.10, Marijuana Establishments, as follows:

**“Section 3.10 Marijuana Establishments** All types of “marijuana establishments” as defined in G.L. c.94G, §1, including marijuana cultivators, independent testing laboratory, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Needham. Exempt from the provisions of this prohibition are medical marijuana treatment centers operated under a medical use marijuana license in accordance with the provisions of G.L. c. 94I.” or take any action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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### **ARTICLE X: AMEND GENERAL BY-LAW /PUBLIC CONSTRUCTION**

To see if the Town will vote to amend the General By-Laws by deleting section 2.6.1 and inserting in place thereof the following:

**“2.6.1 Building Design and Construction Department** There is hereby established a Department of Building Design and Construction under the authority of the Town Manager. The Department shall be responsible for managing the design (including feasibility studies), construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased, licensed or operated by the Town. These projects will be under the jurisdiction of the Permanent Public Building Committee as provided by below, for which the Building Design and Construction Department will provide support.”

And by deleting Section 2.6.2 and inserting in place thereof the following:

**“2.6.2 Permanent Public Building Committee** There shall be a Permanent Public Building Committee (hereinafter “Committee”) responsible for overseeing the design (including feasibility studies), construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased, licensed or operated by the Town.”

And by deleting Section 2.6.2.2 and inserting in place thereof the following:

**2.6.2.2** Each of the members appointed by the Appointing Authority shall be a registered voter of the Town of Needham. No member appointed by the Appointing Authority shall be a paid employee of the Town, or serve as an elected official, elected member of another standing Town board, committee or commission, or appointed member of another standing Town board, committee, or commission directly involved in the design, permitting, and/or financing of public buildings, except Town Meeting.

And by deleting Section 2.6.2.18 and inserting in place thereof the following:

**“2.6.2.18** Except as the laws of the Commonwealth may otherwise require, the Chair of the Committee, or his or her designated representative, shall, upon the termination of the Project Committee: (1) provide the User Agency and the Department of Public Works – Building Maintenance Division (hereinafter “BMD”) with a complete and final set of drawings and specifications of the finished structure, as-built drawings, Operations and Maintenance Manuals, all other contract documents, and shall provide to the User Agency and BMD all papers guaranteeing the building or any feature thereof (hereinafter “warrantees”), attic stock materials used therein, or work done thereon, and (2) post a digital copy of remaining records and reports on the Town server for the purpose of maintaining detailed records, including any inventory indicating what papers, materials and records were deposited with the User Agency and BMD. Subject to the approval of the Town Clerk and the requirements of M.G.L. Chapter 66, the user Agency and BMD may destroy that portion of the material provided to the User Agency and BMD determined to have no substantial value.”

And by deleting Section 2.6.19, or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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## **ARTICLE X: AMEND GENERAL BY-LAW /CONTRACT PROCEDURES**

To see if the Town will vote to amend the General By-Laws by deleting in Section 2.1.3 the sum \$25,000 and inserting in place thereof the sum “\$50,000,” and by deleting the words “for Curriculum” after the words “Online Subscription Services,” and by inserting at end of the Section the phrase “Appraisal Services for Revaluation 5,” and by alphabetizing the list of contract types, or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      AMEND GENERAL BY-LAW /VACCINATION REQUIREMENT**

To see if the Town will vote to amend the General By-Laws by inserting a new Section 3.7.9, Vaccination Requirement, as follows:

**“3.7.9 Vaccination Requirement**      Whoever is the owner of a pet (dog or cat or ferret) six months of age or older shall cause such pet (dog or cat or ferret) to be vaccinated against rabies by a licensed veterinarian using a vaccine approved by the Department of Public Health. Such owner shall produce a veterinarian’s certificate that such pet (dog or cat or ferret) has been so vaccinated setting forth the date of such vaccination and the duration of immunity, or a notarized letter from a veterinarian that a certification was issued. An exemption from such vaccine may be granted by the Board of Health only upon presentation of a licensed Massachusetts veterinarian’s certificate stating that because of an infirmity, other physical condition or regimen of therapy, such inoculation is considered inadvisable for a specified period of time for such reasons as provided in M.G.L. Chapter 140 s.145B.

3.7.9.1 Unvaccinated pets (dogs or cats or ferrets) acquired or brought into the Town shall be vaccinated within thirty days after acquisition or entry into the Town or upon reaching the age of six months, whichever comes later.

3.7.9.2 Unvaccinated pets (dogs or cats or ferrets) shall be re-vaccinated in accordance with rules and regulations adopted and promulgated by the Department of Public Health.

3.7.9.3 Whoever violates this section shall be punished by a fine of not more than one hundred dollars per animal, or by a non-criminal penalty of fifty dollars per animal.

INSERTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      REVOKE M.G.L. C. 44 SECTION 53F ½ - RTS ENTERPRISE FUND**

To see if the Town of Needham will revoke the provisions of Chapter 44 Section 53F1/2 of the Massachusetts General Laws, ceasing the Solid Waste and Recycling services as an enterprise fund effective fiscal year 2020 ; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      HOME RULE PETITION/TOWN MEETING MEMBERS AT LARGE**

To see if the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows;

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

Section 1. The Charter of the Town of Needham as most recently amended by Chapter 114 of the Acts of 2015 is amended in Part 2 REPRESENTATIVE TOWN MEETING, Section 7 Town Meeting Members at Large, by deleting the word “chairmen” and inserting in place thereof the word “chair” and is further amended by inserting at the end of the second paragraph of said section the following sentence: “The designation as a town meeting member at large under clause (e) of the first paragraph of this section shall apply to the chair of the elected board as of the tenth day following the annual town election.”

Section 2. This act shall become effective upon passage.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:      HOME RULE PETITION/AMEND TOWN OF NEEDHAM CHARTER PART 3, TOWN OFFICERS, SECTION 19. OTHER TOWN OFFICERS, BOARD OF HEALTH**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows;

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

“Section 1. That the Charter of the Town of Needham, as most recently amended by Chapter 114 of the Acts of 2015 is further amended in Part 3, TOWN OFFICERS, Section 19. Other Elected Officers by deleting the words ‘Three members of the Board of Health for a term of three years’; and inserting in place thereof the words ‘Five members of the Board of Health for a term of three years.’

Section 2. At the annual town election in 2019 the two additional positions shall be placed on the ballot. The candidate receiving the most votes shall be elected for a term of three years. The candidate receiving the second most votes will be elected for a term of two years. Thereafter each position shall be for a term of three years.

Section 3. This act shall become effective upon passage.”

Or take any other action relative thereto.

INSERTED BY: Board of Health  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:     HOME RULE PETITION/AMEND TOWN OF NEEDHAM CHARTER**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows;

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE X:     AMEND GENERAL BY-LAW /STORMWATER**

To see if the Town will vote to amend the General By-Laws by inserting a new Article 7 as follows:

“ARTICLE 7

**STORMWATER**

**SECTION 7.1 PURPOSE**

The purpose of this By-Law is:

- (a) To prevent pollutants from entering the Town of Needham’s Municipal Separate Storm Sewer System (MS4);
- (b) To prohibit illicit connections and unauthorized discharges to the (MS4) and to require the removal of all such illicit connections;
- (c) To comply with state and federal statutes and regulations relating to stormwater discharges, including the NPDES MS4 Permit issued by the U.S. Environmental Protection Agency (EPA), the Massachusetts Stormwater Management Policy regardless of the location of the subject property relative to wetlands or other resource areas, and the Memorandum of Understanding (MOU) issued to the Town of Needham by the EPA in 1996;
- (d) To establish the legal authority to ensure compliance with the provisions of this By-Law through permitting, inspection, monitoring, and enforcement;
- € To control runoff and prevent soil erosion and sedimentation resulting from construction site stormwater runoff;
- (f) To promote infiltration and the recharge of groundwater;
- (g) To protect, maintain and enhance the public safety, environment, health, and general welfare by establishing minimum requirements and procedures to manage stormwater runoff, and;
- (h) To ensure that soil erosion and sedimentation control measures and stormwater runoff control practices are incorporated into the site planning and design process and are implemented and maintained.

## SECTION 7.2 DEFINITIONS

For the purposes of this By-Law, the following definitions shall apply:

Alteration: Any activity that will change the ability of a ground surface area to absorb water or will change existing surface drainage patterns. Examples include, but are not limited to, construction of new structures, earthmoving, paving, and modification of existing vegetation.

Best Management Practices (BMPs): Structural, non-structural, and managerial techniques that are recognized to be the most effective and practical means to prevent or minimize increases in stormwater volumes and flows, reduce point-source and nonpoint-source pollution, and promote stormwater quality and protection of the environment.

Clean Water Act: The Federal Water Pollution Control Act (33 U.S.C. §§ 1251 *et seq.*) as it may hereafter be amended.

Construction Site: Any site where activity is proposed or occurs that involves the alteration of land and involves a permit required by the Town.

Development: The alteration of land to accommodate a new use or an expansion or modification of an existing use.

Illicit Connection: A surface or subsurface drain or conveyance that allows a discharge into the MS4 that is not entirely composed of stormwater or clean groundwater, including any connection from an indoor drain, sinks, toilet, or laundry facility, regardless of whether the connection was previously allowed, permitted, or approved before the effective date of this By-Law.

Illicit Discharge: Any direct or indirect discharge to the MS4 or the Waters of the Commonwealth that is not composed entirely of stormwater or clean groundwater, including, without limitation, any discharge of a pollutant, sewage, process wastewater, or wash water, except as exempted. The term does not include a discharge in compliance with a NPDES Stormwater Discharge Permit or a Surface Water Discharge Permit.

Impervious Surface: Any material or structure on, above or below the ground that prevents water from infiltrating through to the underlying soil. Impervious surfaces may include, without limitation: paved surfaces, parking lots, sidewalks, driveways, roof tops and swimming pools.

MOU: Memorandum of Understanding issued to the Town of Needham by the EPA in June 1996.

MS4 (Municipal Separate Storm Sewer System): The system of conveyances, owned or operated by the Town of Needham, that are designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, swale, culvert, channel, catch basin, outfall, outlet, reservoir, or other drainage structure.

National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit: A permit issued by the United States Environmental Protection Agency or jointly with the state that authorizes the discharge of stormwater containing pollutants into waters of the United States.

Non-point Source Pollution: Rainfall or snowmelt that picks up pollutants as it moves across the ground.

Non-stormwater Discharge: A discharge that is not composed entirely of stormwater, such as sanitary waste or process water.

Operation and Maintenance (O&M) Plan: A plan setting the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

Person: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth of Massachusetts or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

Point Source: Any discernible, confined and discrete conveyance, including, without limitation, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, or vessel or other floating craft, from which pollutants are or may be discharged. The term does not include agricultural stormwater discharges and return flows from irrigated agriculture.

Pollutant: Any element or characteristic of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into Needham's MS4 or waters of the Commonwealth. Pollutants shall include, but are not limited to:

- (a) Paints, varnishes, and solvents;
- (b) Oil and other automotive fluids;
- (c) Non-hazardous liquid and solid wastes and yard wastes;
- (d) Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, accumulations and floatables;
- (e) Excess Pesticides, herbicides, and fertilizers;
- (f) Hazardous materials and wastes;
- (g) Sewage, fecal coliform and pathogens;
- (h) Dissolved and particulate metals or nonmetals, including phosphorus;
- (i) Animal wastes;
- (j) Rock, sand, salt, silt, soils;
- (k) Construction wastes and residues; and
- (l) Noxious or offensive matter of any kind.

Recharge: The process by which groundwater and the underlying aquifer is replenished by the absorption of water.

Runoff: The water from rain, snowmelt or irrigation that flows over the land surface and is not absorbed into the ground, instead flowing into the MS4 or streams or other surface waters or land depressions.

Sanitary Sewer System: A separate underground conveyance system specifically for transporting sanitary waste operated separately and independently from the MS4, to which storm, surface, and ground waters are not lawfully admitted.

Small Diameter Drain Program: A Town of Needham Program allowing the extension of the Town's drainage system (MS4) by a series of 6 inch, 8 inch and 10 inch drain pipes used to collect roof drains and clean sump pump discharges.

Stormwater: Water originating from rainfall, snowmelt/ice melt runoff, and surface water runoff.

Stormwater Management: The use of structural or non-structural practices that are designed to reduce and control stormwater runoff pollutant loads, discharge volumes or peak flow discharge rates. Stormwater Management includes the use of Low-Impact Development (LID) management practices.

Watershed Management Plan: The plan developed for the Town of Needham subdividing watershed areas within the Town and depicting drainable soil areas appropriate for infiltration/recharge.

Waters of the Commonwealth: All waters within the jurisdiction of the Commonwealth of Massachusetts, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, groundwaters, and vernal pools.

## **SECTION 7.3 ADMINISTRATION**

7.3.1 The Board of Selectmen shall adopt, and may periodically amend, Rules and Regulations to effectuate the purposes of this Bylaw, after conducting a public hearing to receive Public comment.

7.3.2 The Department of Public Works shall be responsible for the day-to-day administration of this By-Law and its Regulations.

7.3.3 The Department of Public Works shall have the authority to investigate suspected illicit discharges and to require the elimination of illicit discharges.

## **SECTION 7.4 APPLICABILITY**

7.4.1 All persons required to obtain a Building Permit for new construction, additions greater than 25% of the existing building footprint, in-ground pool, or out building (such as a separate Garage) shall be subject to the requirements of this Bylaw. All persons required to obtain a Planning Board Decision and/or a Board of Appeals Decision are also subject to the requirements of this Bylaw.

7.4.2 All applications requiring Planning Board, Zoning Board of Appeals, and/or Conservation Commission approval whether the issuance of a Building Permit is required or not shall include the Stormwater Management and Erosion Control provisions in the applications to the respective boards for their review and approval prior to the issuance of a Building Permit, or any development activity. The Department of Public Works shall participate in the review process and make recommendations to the Planning Board, Zoning Board of Appeals, and/or Conservation Commission as needed.

7.4.3 The applicant, or an agent thereof, shall obtain the approval of the Director of Public Works prior to any change or modification of an activity associated with the Stormwater Management and Erosion Control provisions of the Building Permit. In circumstances where Planning Board, Zoning Board of Appeals, and/or Conservation Commission approval is required prior to the issuance of a Building Permit or development activity, the respective Board or Commission's approval shall be obtained prior to any change or modification. The Director of Public Works, Planning Board, Zoning Board of Appeals, and/or Conservation Commission shall amend their original approvals and require additional stormwater runoff and erosion control measures prior to approval of the change or modification.

## **SECTION 7.5 ILLICIT DISCHARGE, DETECTION & ELIMINATION (IDDE)**

### **7.5.1 Prohibited Activities**

**7.5.1.1 Illicit Discharges** No person shall cause or allow an illicit discharge into the MS4 or into the Waters of the Commonwealth. This Bylaw shall not exempt stormwater discharges from regulations under the National Pollutant Discharge Elimination System (NPDES) stormwater program where applicable.

**7.5.1.2 Illicit Connections** No person shall construct, use, allow, maintain or continue any Illicit Connection, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

**7.5.1.3 Obstruction of Municipal Storm Drain System** No person shall obstruct or interfere with the normal flow of stormwater into or out of the MS4 without prior written approval from the Director of Public Works.

## **7.5.2 Regulated Activities**

**7.5.2.1** No person shall connect a pipe or other appurtenance to the Town of Needham Sanitary Sewer System or the MS4, or otherwise perform any modification, repair, rehabilitation, or replacement work on either system, without receiving an approved Sewer Connection Permit or Drainage Connection Permit from the Department of Public Works.

**7.5.2.2** No person shall allow a pipe, swale or other point source to discharge onto a Public Way.

**7.5.3 Exemptions** The following Non-Stormwater Discharges are exempt from the requirements of this By-Law:

- (a) Water line flushing;
- (b) Landscape irrigation;
- (c) Diverted stream flows;
- (d) Rising ground waters,
- (e) Uncontaminated ground water infiltration (as defined at 40 CFR 35.2005[20]);
- (f) Discharges from potable water sources;
- (g) Air conditioning condensation;
- (h) Lawn watering;
- (i) Flows from wetland resource areas;
- (j) Discharges or flows from firefighting activities; and
- (k) Discharges necessary to protect public health, safety, welfare or the environment.

## **SECTION 7.6 EMERGENCY SUSPENSION OF STORM DRAIN SYSTEM ACCESS**

The Director of Public Works may suspend MS4 access to any person or property without prior written notice when such suspension is determined to be necessary to prevent or terminate a threatened or actual discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event that any person fails to comply with an emergency suspension order issued pursuant to this section, the Department of Public Works may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

## **SECTION 7.7 STORMWATER MANAGEMENT AND EROSION CONTROL**

### **7.7.1 Regulated Activities**

**7.7.1.1** Any activity requiring a Building Permit for new construction, addition greater than 25% of the existing building footprint, in-ground pool, or out building shall be subject to the requirements of this Bylaw. Any Permit or Decision issued by the Planning Board, Zoning Board of Appeals, and/or Conservation Commission shall include the requirements of this Bylaw.

**7.7.1.2** A Stormwater Management and Erosion Control plan shall be required prior to undertaking any alteration of land that involves a Building Permit, Planning Board Decision, Zoning Board of Appeals Decision, and/or Conservation Commission Permit or Order.

**7.7.2 Exempt Activities** The following activities shall be exempt from this Bylaw:

- (a) Any work or projects for which all necessary approvals and permits have been issued before the effective date of this By-Law;
- (b) Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture, or the use, expansion, or reconstruction of existing structures for the primary purpose of agriculture, horticulture, floriculture, or viticulture, to the extent protected under the *Zoning Act, M.G.L. c. 40A, § 3*;
- (c) Customary cemetery management;
- (d) Normal maintenance of Town-owned public land, ways, public utilities and appurtenances; and
- (e) Emergency activities necessary to protect public health or safety

**7.7.3 General Requirements**

**7.7.3.1** A Stormwater Management and Erosion Control plan shall be submitted as part of a Building Plot Plan or independently with an application for a Building Permit, Planning Board application, Zoning Board of Appeals application, Conservation Commission application, and/or prior to any development activity.

**7.7.3.2** The Stormwater Management and Erosion Control plan shall include provisions for a siltation/sedimentation barrier, stormwater recharge, stormwater runoff quality controls, and other structural and non-structural Best Management Practices to increase groundwater recharge and remove pollutants from stormwater.

**7.7.3.3** For single family home development, drywells shall be installed at the corners of the main dwelling and shall collect the roof runoff from the structure. The drywells shall have a minimum combined volumetric capacity of one (1) inch of rainfall depth over the total impervious area of the property (buildings and impervious surfaces).

**7.7.3.4** If drywells cannot be installed due to unsuitable soil type as identified on the town's Watershed Management Plan or due to shallow depth to groundwater, a small diameter drain shall be extended from the Town's stormwater drainage system (MS4) to the property to collect the roof runoff from the main dwelling. If there is no portion of a drainage system within 100 feet of the property, the property owner shall contribute to a fund for the Town to construct a communal infiltration system on Town property in the same sub-watershed area in which the property is located. The contribution shall be an amount as determined by the Board of Selectmen per cubic foot of stormwater required to be recharged as described above.

**7.7.3.5** An Operation and Maintenance Plan (O&M Plan) shall be submitted to the Director of Public Works for approval prior to the issuance of an Occupancy Permit. The Operation and Maintenance Plan shall be designed to ensure compliance with this By-Law in all seasons and throughout the life of the system.

7.7.3.6 As-built drawings showing all stormwater management systems shall accompany the O&M Plan at the completion of a project.

**7.7.4 Design Criteria** All Development shall satisfy the following design criteria:

- (a) Compliance with all applicable provisions of the Stormwater Management Policy, regardless of the proximity of the development to resource areas or their buffer zones, as defined by the *Wetlands Protection Act, M.G.L. c. 131, § 40* and its implementing regulations.
- (b) Compliance with the NPDES MS4 Permit.
- (c) Compliance with the MOU issued to the Town by the EPA
- (d) Erosion and sediment controls must be implemented to prevent adverse impacts to municipal and/or abutting properties during and after land disturbance and construction activities.
- (e) There shall be no change to the existing conditions of abutting properties from any increase in volume or peak rate of stormwater runoff or from erosion, silting, flooding, sedimentation or impacts to wetlands and other resource areas as defined in the Massachusetts Wetlands Protection Act and/or Needham Wetlands Protection Bylaw.
- (f) When any proposed discharge may have an impact upon streams, wetlands and/or storm sewers, the Director of Public Works may require minimization or elimination of this impact based on site conditions and existing stormwater system capacity.

## **SECTION 7.8 MAINTENANCE OF STORMWATER FACILITIES**

**[Reserved]**

## **SECTION 7.9 SEVERABILITY**

If any provision of this Article shall be found invalid for any reason in a court of competent jurisdiction, such invalidity shall be construed as narrowly as possible, and the balance of the Article shall be deemed to be amended to the minimum extent necessary, so as to secure the purposes thereof.

## **SECTION 7.10 ENFORCEMENT**

The Department of Public Works shall enforce this By-Law, and any regulations, orders, violation notices, and enforcement orders made pursuant to this By-Law as follows:

7.10.1 The Director of Public Works may issue a written order to enforce the provisions of this By-Law or the regulations thereunder, which may include (but are not limited to) an order to:

- (a) eliminate illicit connections or discharges to the MS4;
- (b) perform monitoring, analyses, and reporting;
- (c) cease and desist unlawful discharges, practices, or operations; and
- (d) remediate contamination in connection therewith.

7.10.2 If the Director of Public Works determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Department of Public Works may, at its option, authorize such work.

7.10.3 If a person violates the provisions of this By-Law, or any regulation, permit, notice, or order issued thereunder, the Director of Public Works, with the approval of the Board of Selectmen, may seek injunctive relief in a court of competent jurisdiction to restrain such person from activities that would create further violations or to compel the person to perform abatement or remediation of the violation.

7.10.4 The remedies set forth in this Section are not intended to be exclusive of any other remedies available under applicable federal, state, or local law.”

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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**ARTICLE :        AMEND GENERAL BY-LAW / NON-CRIMINAL DISPOSITION**

To see if the Town will vote to amend the General By-Laws by:

1. Inserting in Section 8.2.2.4 a new subsection “U” as follows:

“U.     Dog Vaccination Requirements (Section 3.7.9)  
          Enforcement Agent: Animal Control Officer  
          Fine Schedule: \$50 per offense.”

2. inserting a new Section 8.2.2.9 Storm Water Regulation (Article 7) as follows:

“ **8.2.2.9 Stormwater Regulation (Article 7)**  
Enforcement Agent: Director of Public Works, Town Engineer  
Fine Schedule  
First Offense - \$0  
Second Offense – failure to cure offense within 15 days’ of notice of first offense - \$50 - each day being a separate offense.  
Subsequent Offences – failure to cure within 15 days’ notice of second offense - \$100 - each day being a separate offense.”

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

**ARTICLE X:        OMNIBUS**

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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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 7 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 under our hands at Needham aforesaid this 13<sup>th</sup> day of February 2018.

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

*Selectmen of Needham*

A true copy,  
ATTEST \_\_\_\_\_ 2018  
Constable (month) (day)



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

---

**MEETING DATE: 02/27/2018**

|                     |                                |
|---------------------|--------------------------------|
| <b>Agenda Item</b>  | Town Manager's Report          |
| <b>Presenter(s)</b> | Kate Fitzpatrick, Town Manager |

|                                                                             |                                                   |
|-----------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                   | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| The Town Manager will update the Board on issues not covered on the agenda. |                                                   |
| <b>2.</b>                                                                   | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
|                                                                             |                                                   |
| <b>3.</b>                                                                   | <b>BACK UP INFORMATION ATTACHED</b>               |
| none                                                                        |                                                   |



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

---

**MEETING DATE: 2/27/2018**

|                     |                            |
|---------------------|----------------------------|
| <b>Agenda Item</b>  | Gender Neutral Terminology |
| <b>Presenter(s)</b> | Board Discussion           |

|                                                                                                                              |                                                   |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                                                    | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <p>The Board will discuss its goal to consider gender-neutral terminology in official titles, publications, and actions.</p> |                                                   |
| <b>2.</b>                                                                                                                    | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
| <p>Discussion only.</p>                                                                                                      |                                                   |
| <b>3.</b>                                                                                                                    | <b>BACK UP INFORMATION ATTACHED</b>               |
| <p>a. Draft Home Rule Petition Language to be forwarded under separate cover</p>                                             |                                                   |



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

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**MEETING DATE: 2/27/2018**

|                     |                   |
|---------------------|-------------------|
| <b>Agenda Item</b>  | Committee Reports |
| <b>Presenter(s)</b> | Board Discussion  |

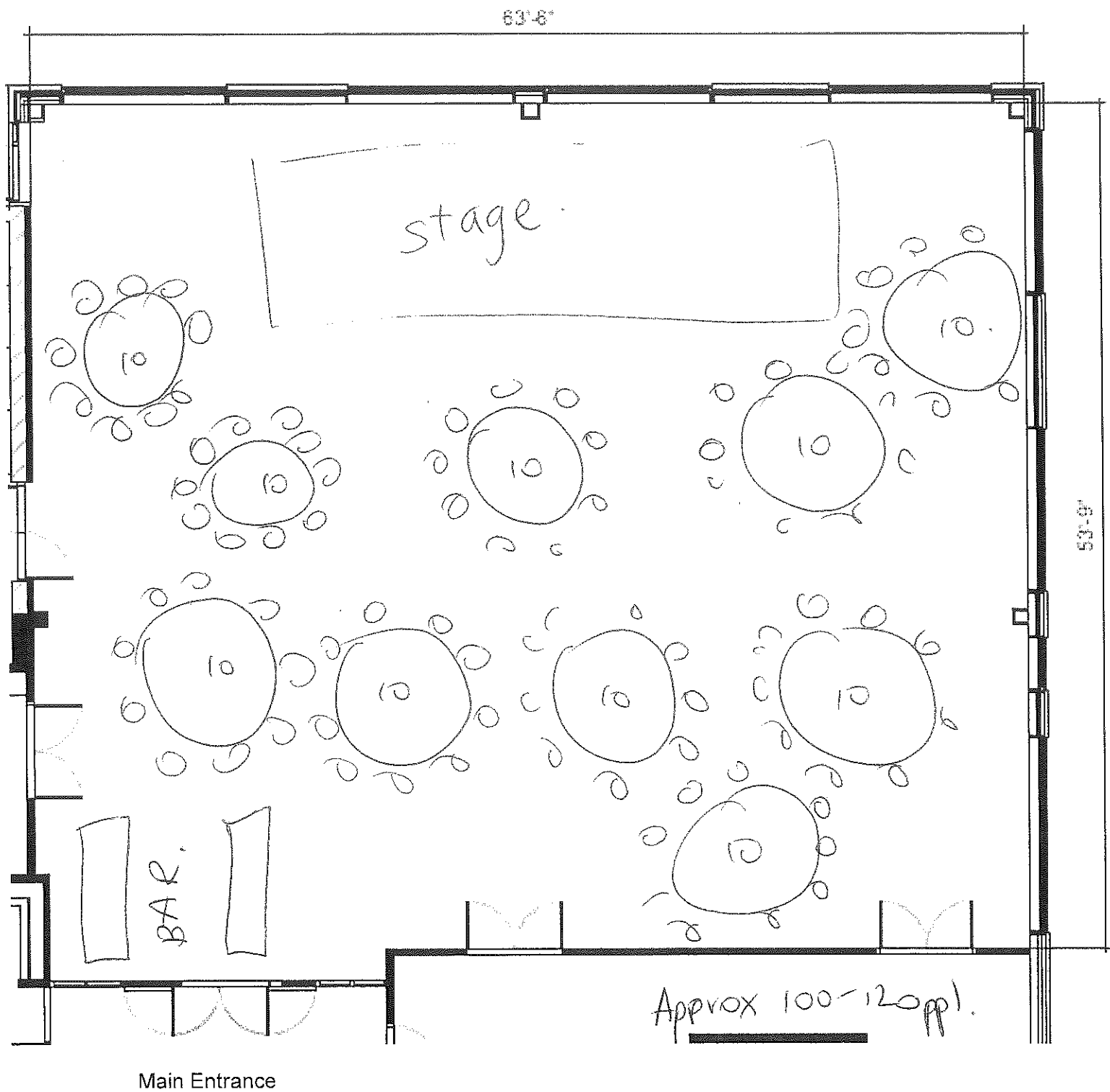
|                                                                                                      |                                                   |
|------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>1.</b>                                                                                            | <b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b> |
| <i>Board members will report on the progress and / or activities of their Committee assignments.</i> |                                                   |
| <b>2.</b>                                                                                            | <b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>        |
|                                                                                                      |                                                   |
| <b>3.</b>                                                                                            | <b>BACK UP INFORMATION ATTACHED</b>               |
| <b>(Describe backup below)</b>                                                                       |                                                   |
| None                                                                                                 |                                                   |

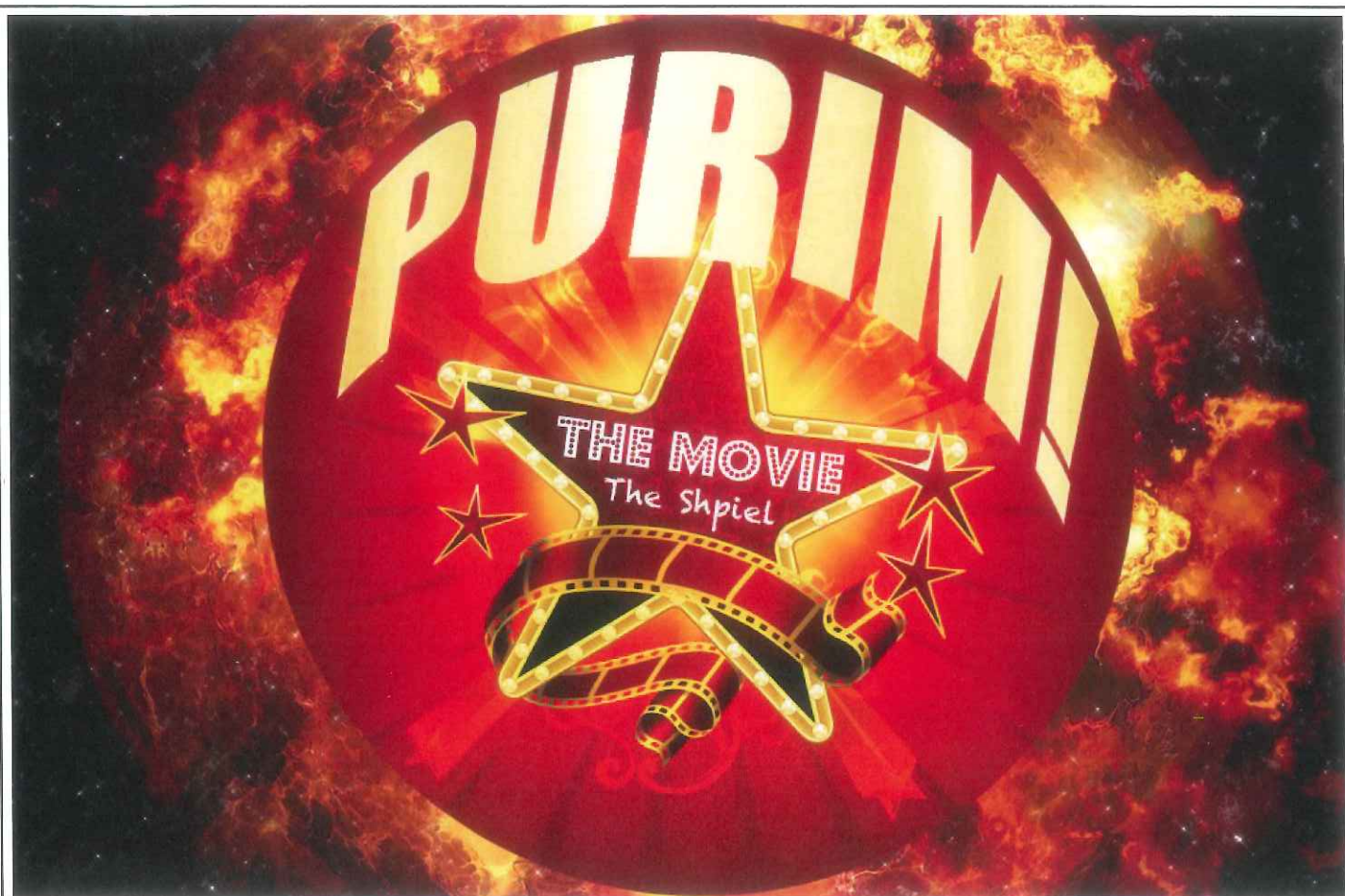
**ONE DAY SPECIAL LICENSE**  
**TOWN OF NEEDHAM BOARD OF SELECTMEN**  
**EVENT INFORMATION SHEET**  
*(Please complete and attach event flyer or other information.)*

RECEIVED  
TOWN OF NEEDHAM  
BOARD OF SELECTMEN

|                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                               |                             |                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------------|
| Event Manager Name<br>(Name that will appear on license)                                                                                                                                                                                                                                                                                                                                                                 | Sarah Mesnik                                                                                                                                                                  |                             |                             |
| Event Manager Address                                                                                                                                                                                                                                                                                                                                                                                                    | Temple Beth Shalom Needham MA<br>670 Highland Ave. 02494                                                                                                                      |                             |                             |
| Event Manager Phone Number                                                                                                                                                                                                                                                                                                                                                                                               | 781-710-4950                                                                                                                                                                  |                             |                             |
| Organization Representing<br>(if applicable)                                                                                                                                                                                                                                                                                                                                                                             | Temple Beth Shalom                                                                                                                                                            |                             |                             |
| Is the organization (if applicable)<br>you are representing non-profit? If<br>so, please attach proof of non-profit<br>status.                                                                                                                                                                                                                                                                                           | <input checked="" type="checkbox"/> Non-profit <input type="checkbox"/> For profit<br><input type="checkbox"/> Proof of non-profit status is attached<br>Form of Proof: _____ |                             |                             |
| Name of Event                                                                                                                                                                                                                                                                                                                                                                                                            | The Purim Shpiel                                                                                                                                                              |                             |                             |
| Date of Event                                                                                                                                                                                                                                                                                                                                                                                                            | 3/3/18                                                                                                                                                                        |                             |                             |
| License is for Sale of:                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                               |                             |                             |
| <input checked="" type="checkbox"/> Wines & Malt Beverages Only<br><input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)                                                                                                                                                                                                                                                                         |                                                                                                                                                                               |                             |                             |
| Requested Time for Liquor License                                                                                                                                                                                                                                                                                                                                                                                        | FROM:                                                                                                                                                                         | TO:                         |                             |
|                                                                                                                                                                                                                                                                                                                                                                                                                          | 7:30 pm.                                                                                                                                                                      | 10 pm.                      |                             |
| Are tickets being sold in advance for this event?                                                                                                                                                                                                                                                                                                                                                                        | <input checked="" type="checkbox"/> YES                                                                                                                                       | \$ 18 /per ticket           | <input type="checkbox"/> NO |
| Is there an admission fee for this event?                                                                                                                                                                                                                                                                                                                                                                                | <input checked="" type="checkbox"/> YES                                                                                                                                       | \$ 18 /per ticket           | <input type="checkbox"/> NO |
| Are you using dues collected to purchase alcohol for this event?                                                                                                                                                                                                                                                                                                                                                         | <input checked="" type="checkbox"/> YES                                                                                                                                       | <input type="checkbox"/> NO |                             |
| How many people are you expecting at this event?                                                                                                                                                                                                                                                                                                                                                                         | 120                                                                                                                                                                           |                             |                             |
| Name & address of event location. Please attach proof of permission to use this facility.<br>Temple Beth Shalom<br>670 Highland Ave. Needham, MA 02494                                                                                                                                                                                                                                                                   |                                                                                                                                                                               |                             |                             |
| Who will be serving the alcohol to your guests?<br>Boston's Best Bartending                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                               |                             |                             |
| Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).                                                                                                                          |                                                                                                                                                                               |                             |                             |
| Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.<br>buying from the bartender                                                                                                  |                                                                                                                                                                               |                             |                             |
| <input checked="" type="checkbox"/> 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:                       |
| Sarah Mesnik                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                               |                             | 2/16/18                     |

New Function Hall – 3450 square feet





# PURIM CELEBRATIONS FOR ADULTS AT TBS



## **PURIM! THE MOVIE: THE SHPIEL - ONLY FOR ADULTS**

**Saturday, March 3<sup>rd</sup> @ 7:30 PM** – This year's Purim show will feature music from our favorite movie soundtracks with lyrics rewritten to tell the Purim story. Appetizers and dessert foods will be served, and a cash bar will be available. The cost is \$18 per person, and the registration form appears on the back of this flier. You can also register online at <http://bit.do/Purim2018> (with a pay-by-check option). This will be a fantastic night for adults to spend time with friends, enjoying much revelry, many Purim antics, and lots of fun! All are invited to dress up for the occasion...your favorite film star, perhaps?!?

## **ADULT MEGILLAH STUDY - Wednesday, February 28<sup>th</sup> @ 6:15 PM**

Join R' Jay in the *beit midrash* at TBS as we study a portion of the story of Purim from the Megillah...and enjoy our evening *minyan* service as well!



## TOWN OF NEEDHAM

TOWN HALL

1471 Highland Avenue

Needham, MA 02492-2669

Office of the  
BOARD OF SELECTMEN

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|                       |                              |
|-----------------------|------------------------------|
| <b>Policy Number:</b> | BOS-DPW-010                  |
| <b>Policy:</b>        | Complete Streets Policy      |
| <b>Date Approved:</b> | February 14, 2017            |
| <b>Date Revised:</b>  | February 27, 2018            |
| <b>Approved:</b>      | Chairman, Board of Selectman |

### Section 1: Definitions

- 1.1 Complete Streets are designed and operated to provide safety and accessibility for all users of our roadways, trails, and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial vehicles, and emergency vehicles and for people of all ages and abilities. Furthermore, Complete Streets principles contribute toward the safety, health, economic viability, and quality of life in a community by providing accessible and efficient connections between home, school, work, recreation and retail destinations, by improving the transportation environments throughout communities.
- 1.2 Complete Streets principles include the development and implementation of projects in a manner in which project implementation is sensitive to the community's physical, economic, and social setting. This context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with project need. It includes goals related to livability with greater participation of those affected in order to gain project consensus. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions.

### Section 2: Policy

- 2.1 The Town of Needham recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, transit and school bus riders, motorists, delivery and service personnel, freight haulers, and emergency responders, are all legitimate users of streets and deserve safe facilities. The Town will prioritize improvements to its transportation network to accommodate the needs of users of all ages and abilities, and will apply Complete Streets design principles to all new, renovation, and reconstruction projects to the maximum extent feasible.

- 2.2 The Town will endeavor to ensure that Needham ways, including but not limited to those subject to improvements under this policy, are accessible to all, and the Town will employ education, encouragement and enforcement to help ensure the safety of all users.

### **Section 3. Procedures**

- 3.1 The Town recognizes that all projects – new, maintenance, or reconstruction –, are potential opportunities to apply Complete Streets principles and design elements. The Town will, to the maximum extent practical, design construct, maintain, and operate all streets to provide for a comprehensive and integrated street network of facilities for people of all ages and abilities.
- 3.2 Complete Streets design recommendations shall be incorporated into all transportation infrastructure and street design projects requiring funding or approval by the Town of Needham, as well as projects funded by the State and Federal government, such as the Chapter 90 funds, Town improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), capital improvement funding and other State and Federal funds for street and infrastructure design.
- 3.3 Private development affecting public rights of way shall also adhere to the Complete Streets principles to the maximum extent practical.
- 3.4 To the extent practical, the design, construction, and maintenance of State roadways within Town boundaries will adhere to Complete Streets principles.
- 3.5 The Town of Needham Complete Streets policy will focus on developing a connected, integrated network that serves all users. Complete Streets principles will be integrated into policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects.
- 3.6 Complete streets design may be achieved through single elements incorporated into a particular project, or incrementally through a series of smaller improvements or maintenance activities over time.
- 3.7 The latest design guidance, standards, and recommendations available will be used in the implementation of Complete Streets including:
- The Massachusetts of Department of Transportation Project Development and Design Guidebook and current Engineering Directives;
  - Massachusetts Department of Transportation Engineering Directive E-14-006, “Design Criteria for MassDOT Highway Division Projects”;
  - The latest edition of American Association of State Highway

Transportation Officials (AASHTO) A Policy on Geometric Design of Highways and Streets;

- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls (2009);
- The Architectural Access Board (AAB) 521CMR Rules and Regulations; and
- Documents and plans created by or for the Town of Needham, such as pedestrian network plans, Needham Bicycle Plan, transportation master plan, land use plans, Town of Needham Trails Master Plan, and the Town of Needham Pavement Management Program Five-year Roadway Improvements Plan.

- 3.8 Complete Streets implementation and effectiveness should be continually evaluated for success and the identification of opportunities for improvement. The Town will develop performance measures to gauge implementation and effectiveness of the policies.
- 3.9 Implementation of the Town of Needham Complete Streets Policy will be carried out cooperatively within all departments in the Town of Needham with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, and State, regional, and federal agencies.
- 3.10 The Town shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets goals.
- 3.11 The Town shall review and evaluate all appropriate planning documents, by-laws, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all street and infrastructure projects. A committee of stakeholders designated by the Town Manager will be created to implement this initiative.
- 3.12 The Town will maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure including infrastructure in need of maintenance, repair and connectivity that will prioritize projects to eliminate gaps in the sidewalk and bikeway network.
- 3.14 The Town will consider Complete Streets design elements in its annual capital planning process.
- 3.15 The Town will educate staff and decision-makers about Complete Streets principles and best practices.
- 3.16 The Town will seek out appropriate sources of funding and grants for implementation of Complete Streets policies, and advocate for such funding directly or through affiliations.

## **Section 4. Exceptions**

4.1 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. Transportation infrastructure may be excluded, upon approval by the Board of Selectmen where documentation and data indicate that:

- Facilities where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made in these cases for accommodation elsewhere; and
- Where cost or impacts of accommodation are excessively disproportionate to the need or probable use or probable future use.