

SELECT BOARD

March 12, 2019

Needham Town Hall

Revised Agenda

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

	6:15	Executive Session Exception 3 Collective Bargaining
	6:45	Informal Meeting with Citizens <i>One or more members of the Select Board 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 Select Board's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i>
1.	7:00	Public Hearing: Alteration of Premises for a Wine and Malt License Raji Spencer, Manager, French Press Bakery & Café
2.	7:00	Change of Hours- New Garden Restaurant Raymond So, Manager
3.	7:30	Sewer Rate Relief - David Davison, Assistant Town Manager/Director of Finance - Evelyn Pones, Town Treasurer/Collector
4.	7:40	Community Preservation Committee Consultation - Peter Pingitore, CPC Chair - Carys Lustig, Director of Administration & Finance/Public Services
5.	8:00	Dockless Bike Share Program Follow Up - Carys Lustig, Director of Administration & Finance/Public Services - David Davison, Assistant Town Manager/Director of Finance
6.	8:15	Town Manager - Utility Easement- 1407 Central Avenue - Positions on Warrant Articles - Town Manager's Report
7.	8:30	Board Discussion Committee Reports

APPOINTMENTS

1.	Traffic Management Advisory Committee (TMAC)	Rebecca Tarantino (term ends 6/30/2022)
2.	Contributory Retirement Board	Sandra Cincotta (term ends 1/29/2022)

CONSENT AGENDA *=Backup attached

1.*	Sign the Warrant for the Annual Town Election to be held on Tuesday, April 9, 2019.
2.*	Ratify a request for a One Day Special Wines and Malt Beverages license for Robert Timmerman II, of Needham Knights of Columbus who hosted its annual St. Patrick's Day Dinner on Saturday, March 9, 2019 from 6:00 p.m. to 11:00 p.m. The event was held at Needham Knights of Columbus, 1211 Highland Avenue, Needham.
3.	Accept the following donations made to the Needham Health Department's Gift of Warmth Fund: \$130 from the First Baptist Church in Needham; and \$100 from Patricia Carey, a Needham resident.
4.	Accept a \$100 donation made to the Needham Fire Department's Student Awareness of Fire Education program from Mr. & Mrs. Edward F. White, Needham residents.
5.*	Approve a One Day Special Wines and Malt Beverages license for Sarah Mesnik of Temple Beth Shalom to host "That 70's Dance Purim Reprise" event on Saturday, March 23, 2019 from 7:00 p.m. to 10:30 p.m. The event will be held at the Temple Beth Shalom, 26 Dartmouth Avenue, Needham.
6.	Accept the following gifts received by the Needham Public Library for the period of November 1, 2018 to February 28, 2019: The Stuttering Foundation donated the following DVDs: <i>Therapy in Action: The School-Age Child Who stutters</i> (\$24.00), and <i>Stuttering and Your Child: Help for Parents</i> (\$10.00); Lyubov Filatova gave the library a 10% commission from the sale of photographs that were displayed in the library (\$8.00); Claire Blum donated \$15.00 for the purchase of a book in memory of her mother; Frances Wolff donated \$60.00 for the purchase of large print books; Ellen Fisher donated the following books: <i>The Hardy Boys: The Infinity Clue</i> (\$2.50), <i>The Hardy Boys: Cave-In!</i> (\$3.50), and <i>The Hardy Boys: Tic-Tac-Terror</i> (\$3.50); Darlene Diodato gave the Children's Room a copy of <i>The Benefits of Being an Octopus</i> by Ann Braden (\$16.99); Tara Milligan donated the puzzle <i>Petunias</i> (\$12.00); Mae Alwart gave the Children's Room copies of the following books: <i>Otherwise Known as Sheila the Great</i> by Judy Blume (\$5.99), <i>The Haunted Library</i> by Dori Hillestad Butler (\$7.99), <i>Case of the Mossy Lake Monster</i> by Michele Torrey (\$6.95), <i>Andrew Lost On the Dog</i> by J.C. Greenburg (\$3.99), <i>Traitor in the Shipyard</i> by Kathleen Ernst (\$6.95), and <i>Nancy Drew and the Clue Crew</i> by Carolyn Keene (\$5.99); Erik Pederson donated the following puzzles: <i>Souvenir Plates: From Sea to Sea</i> (\$20.00), <i>Travel by Train</i> (\$25.00), <i>Best Sellers</i> (\$20.00), <i>Candy Wrappers</i> (\$18.00), <i>It's a Small World</i> (\$15.00), <i>Cartoon World: Landmarks of the United States</i> (\$14.00), <i>Boston</i> (\$9.00), <i>Charles Wysocki's Americana</i> (\$14.00); Nancy Teich donated four puzzles: <i>Harry Potter, Quidditch</i> (\$19.00), <i>Amazing Nature: African Beasts</i> (\$13.00); <i>At the dog Park</i> (\$18.00); <i>Rainbow Marbles</i> (\$14.00); Karla Barbieri gave the library the following puzzles: <i>Krypt</i> (\$22.00), <i>Dragonforge</i> (\$25.00), <i>Smithsonian Hope Diamond</i> (\$17.00); Joyce Morgan donated two books on orchids: <i>Understanding Orchids</i> by William Cullina (\$40.00), and <i>Orchids</i> by Alice Skelsey (\$30.00); Todd Krieger gave the library a copy of his children's book, <i>Bunny Tree</i> (\$6.49); The following people made donations to the library in memory of William Powers: Mr. & Mrs. Bill Drake (\$50.00), Greg & Marilyn Shesko (\$50.00), Elizabeth Mela (\$100.00), Joan Harris (\$30.00), and Ted & Doris Weiner (2 books--\$54.00); Wellesley Books sent a 10% commission from the sale of books at the Hannah Orenstein Lecture (\$39.60); and the Needham Community Council renewed the library's subscription to <i>Easy English News</i> (\$40.50).
7.*	Amend Policy Number: BOS-PERS-003 by extending the Opt-Out Incentive Program under Section 10(f) from June 30, 2019 to June 30, 2021.

8.*	Approve Open Session minutes from February 26, 2019.					
9.*	Approve a request from Liz Mingle, of PMC- PanMass Challenge, to hold its PMC Kids Ride Needham event on Sunday, June 9, 2019 from 7:00 a.m. to 2:00 p.m. The bike route begins and ends at the Pollard Middle School on Harris Avenue. The route of the ride has been approved by the following departments, DPW, Police, Fire, and Park and Recreation. Approval for use of the parking lot at Pollard is pending.					
10.*	Water & Sewer Abatement Order #1270					
11.*	Approve a One Day All Alcoholic Beverages License for Julie Richmond of the Charles River YMCA, to host its YMCA Giving Gala on March 23, 2019 from 6:00 p.m. to 11:00 p.m. Issuance of license is subject to receipt of required completed paperwork. The event will be held in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham.					
12.*	Approve a request from Kati Sigel, of Three Squares New England, who is organizing its annual fundraiser “The Ride for Food” bike ride to benefit food pantries in numerous communities including Needham, to have a portion of its ride to go through Needham. The event is scheduled for October 6, 2019 from 8:00 a.m. to 12:00 p.m. The route of the ride has been approved by the following departments, DPW, Police, Fire, and Park and Recreation.					
13.	Approve proration of the permit parking fee for PEX Health & Fitness LLC based on the number of months remaining in the permit period.					
14.*	Approve a Special One Day Wines and Malt Beverages license for Maxwell Sparr of Trip Advisor, to host a St. Patrick’s Day event on Thursday, March 1 ³⁴ , 2019 from 4:00 p.m. to 7:00 p.m. The event will be held at Trip Advisor, 400 1 st Avenue, Needham.					
15.*	Approve a Special One Day Wines and Malt Beverages license for Maxwell Sparr of Trip Advisor, to host a Peer 150 HR Reception event on Thursday, April 4, 2019 from 4:00 p.m. to 9:00 p.m. The event will be held at Trip Advisor, 400 1 st Avenue, Needham.					
16.*	Approve a 20B Exemption for Ben Aronson who is an employee in the Needham Youth & Family Services Division to engage in work with the Health and Human Services Department as the Intake Clinician for Needham’s Youth Diversion Program.					
17.	Grant permission for the following residents to hold block parties:					
Name		Address	Party Location	Party Date	Party Rain Date	Party Time
Jody Doherty		207 Garden St.	207 Garden St.	6/8/19	N/A	12pm-8pm



**SELECT BOARD
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 3/12/2019

Agenda Item	Public Hearing: Alteration of Premises for a Wine and Malt License
Presenter(s)	Raji Spencer, Manager, French Press Bakery & Cafe

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Raji Spencer, Manager of French Press Bakery and Cafe, 74 Chapel Street, Needham, will discuss his application for an Alteration of Premises. The application is to serve wine and malt beverages on an outside patio consisting of 10 seats with proper barriers per local and state laws. Notification to abutters and legal advertisement of this hearing, ABCC requirements, have been completed. There are three houses of worship located within the 500' radius of proposed premises and M.G.L. Chapter 138 section 16C requires a vote of the Board after public hearing. No written comment was received by these houses of worship with respect to this hearing. Our review indicates that the paperwork is in order.	
2.	VOTE REQUIRED BY SELECT BOARD
Suggested Motion: a) That the Board vote to approve the Alteration of Premises application of Raji Spencer of French Press Bakery and Cafe to allow the service of wine and malt beverages on an outside patio consisting of 10 seats with proper barriers per local and state laws, and to sign and forward application to the Alcoholic Beverages Control Corporation for its review and approval. b) That the Select Board determines that the premises are not detrimental to the educational and spiritual activities of the Good Shepherd Christian Fellowship (owns property located at 235 Garden Street), Roman Catholic Archdiocese of Boston (St. Joseph's) and First Parish of Needham Unitarian Universalist.	
3.	BACK UP INFORMATION ATTACHED
(Describe backup below) a) Monetary Transmittal Form b) Amendment Application for an Alteration of Premises Form c) Floor Plan d) Corporate Vote e) Abutter List f) Newspaper Notice	



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

Print Form

RECEIVED
TOWN OF NEEDHAM
SELECT BOARD

2019 FEB 11 P 1:04

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL
LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.paybill.com/mass/abcc/retail/>

(PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR
INDIVIDUAL)

EPAY CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

04106-RS-0770

LICENSEE NAME French Press LLC d/b/a French Press Bakery & Cafe

ADDRESS 74 Chapel Street

CITY/TOWN

Needham

STATE

MA

ZIP CODE

02492

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|---|---|---|---|
| ☒ Alteration of Licensed Premises | ☐ Cordials/Liqueurs Permit | ☐ New Officer/Director | ☐ Transfer of License |
| ☐ Change Corporate Name | ☐ Issuance of Stock | ☐ New Stockholder | ☐ Transfer of Stock |
| ☐ Change of License Type | ☐ Management/Operating Agreement | ☐ Pledge of Stock | ☐ Wine & Malt to All Alcohol |
| ☐ Change of Location | ☐ More than (3) \$15 | ☐ Pledge of License | ☐ 6-Day to 7-Day License |
| ☐ Change of Manager | ☐ New License | ☐ Seasonal to Annual | |
| ☐ Other | <input type="text"/> | | |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH
COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**ALCOHOLIC BEVERAGES CONTROL COMMISSION
239 CAUSEWAY STREET
BOSTON, MA 02241-3396**



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

AMENDMENT APPLICATION FOR AN ALTERATION OF PREMISES OR CHANGE OF LOCATION

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

1. NAME OF LICENSEE (Business Contact)

Raji D. Spencer

ABCC License Number

04106-RS-0770

City/Town of Licensee

Needham

2. APPLICATION CONTACT

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

First Name:

Raji

Middle: D.

Last Name:

Spencer

Title:

Owner

Primary Phone:

508-656-0498

Email:

jay@frenchpressbakery.com

3. BUSINESS CONTACT

Please complete this section **ONLY** if there are changes to the Licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:

Primary Phone:

Fax Number:

Alternative Phone:

Email:

Business Address (Corporate Headquarters)

Street Number:

Street Name:

City/Town:

State:

Zip Code:

Country:

Mailing Address

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

Street Number:

Street Name:

City/Town:

State:

Zip Code:

Country:

AMENDMENT APPLICATION FOR AN ALTERATION OF PREMISES OR CHANGE OF LOCATION

6. PREMISES INFORMATION

Please enter the address where the alcoholic beverages are sold.

Premises Address

Street Number: Street Name: Unit:

City/Town: State: Zip Code:

Country:

Description of Premises

Please provide a complete description of the premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage.

Floor Number	Square Footage	Number of Rooms
1/Inside(existing)	1,508	1
1/Outside(new)	88	1

Patio/Deck/Outdoor Area Total Square Footage

Indoor Area Total Square Footage

Number of Entrances

Number of Exits

Proposed Seating Capacity

Proposed Occupancy

Occupancy of Premises

Please complete all fields in this section. Documentation showing proof of legal occupancy of the premises is required.

Please indicate by what right the applicant has to occupy the premises

Landlord Name

Landlord Phone

Landlord Address

Lease Beginning Term

Lease Ending Term

Rent per Month

Rent per Year

If leasing or renting the premises, a signed copy of the lease is required.

Please indicate if the terms of the lease include payments based on the sale of alcohol: ☐ Yes ☒ No

AMENDEMENT APPLICATION FOR AN ALTERATION OF PREMISES OR CHANGE OF LOCATION

9. FINANCIAL INFORMATION

Please provide information about associated costs of this license.

Associated Costs

A. Purchase Price for Building/Land	
B. Purchase Price for any Business Assets	
C. Costs of Renovations/Construction	
D. Purchase Price of Inventory	
E. Initial Start-Up Costs	2,500
F. Other (Please specify)	
G. Total Cost (Add lines A-F)	2,500

Please note, the total amount of Cash Investment (top right table) plus the total amount of Financing (bottom right table) must be equal to or greater than the Total Cost (line G above).

You are required to provide all documents relating to financing and/or loans you receive for this transaction

Please provide information about the sources of cash and/or financing for this transaction

Source of Cash Investment

Name of Contributor	Amount of Contribution
French Press LLC	\$2,500
Total	\$2,500

Source of Financing

Name of Lender	Amount	Does the lender hold an interest in any MA alcoholic beverages licenses?	If yes, please provide ABCC license number of lender
Total:			

ADDITIONAL SPACE

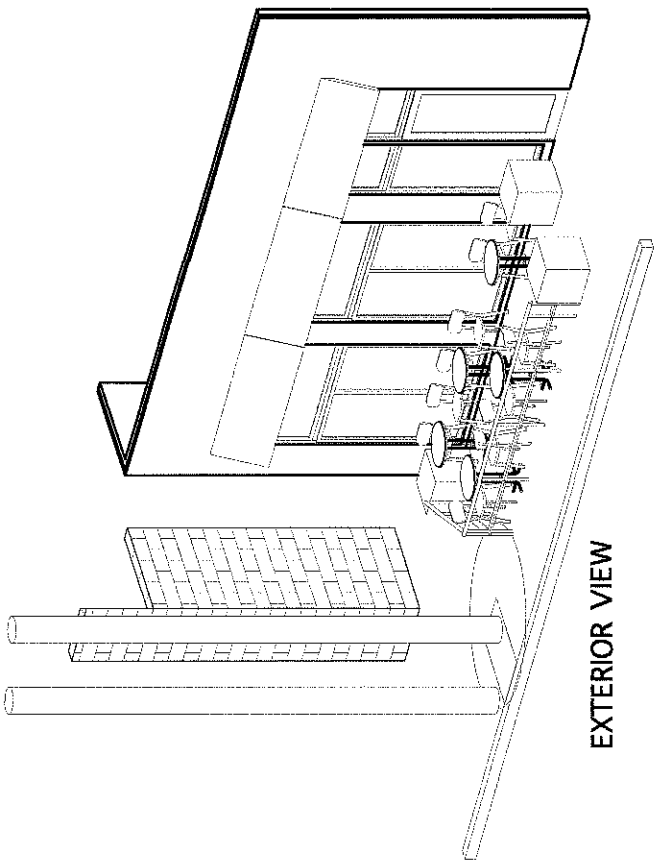
The following space is for any additional information you wish to supply or to clarify an answer you supplied in the application.

If referencing the application, please be sure to include the number of the question to which you are referring.

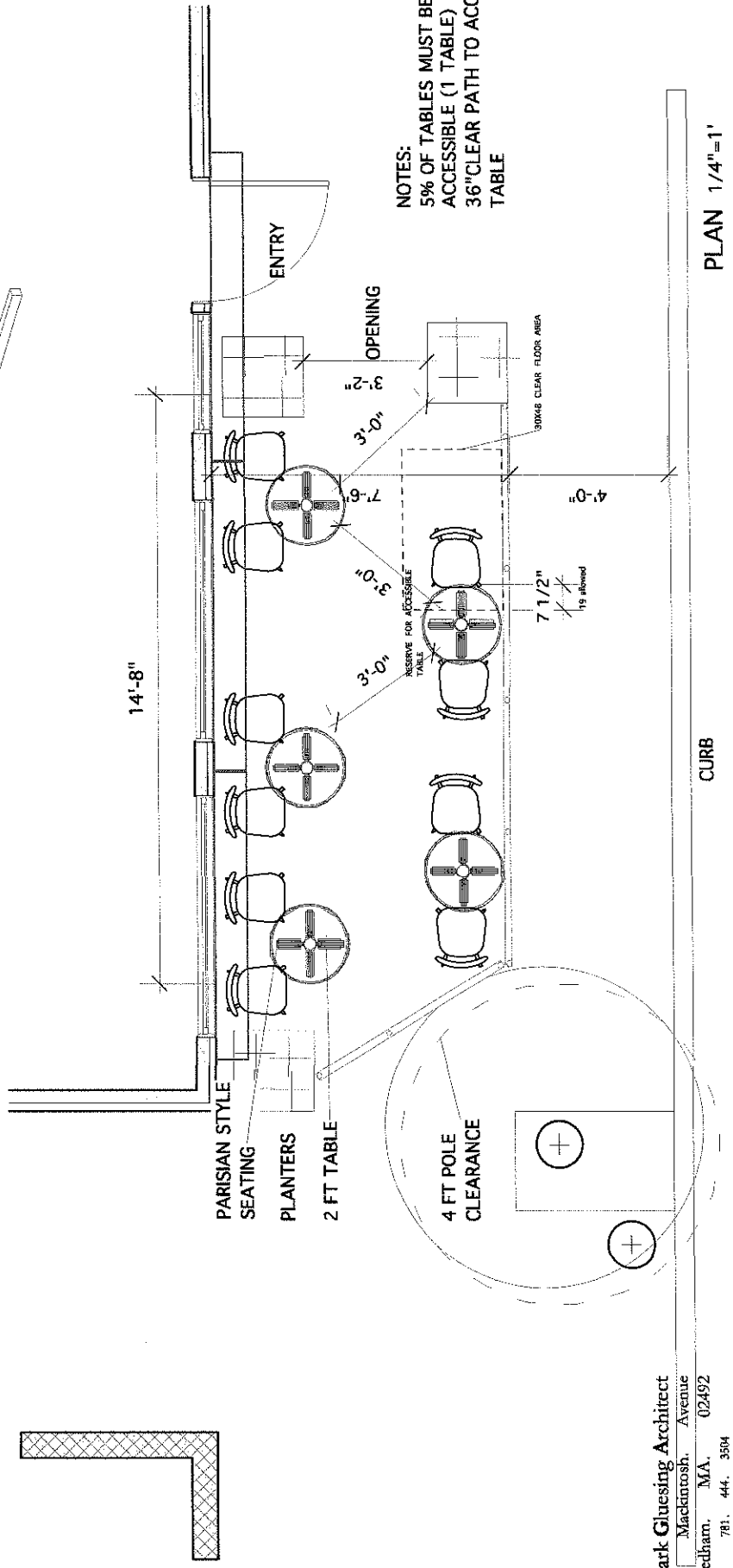
Applicant currently sells beer and wine with an on-premise license. Business wants to establish an outdoor seating area and serve beer and wine.

FRENCH PRESS
Bakery & Cafe
 74 Chapel Street Needham MA

OUTDOOR SEATING OPTION B



EXTERIOR VIEW



FRENCH PRESS LLC

Action by Written Consent of Sole Member
in Lieu of
Organizational Meeting of Members

The undersigned, being the sole Member of French Presss LLC, hereby consents to and adopts the following resolutions:

Execution of Documents

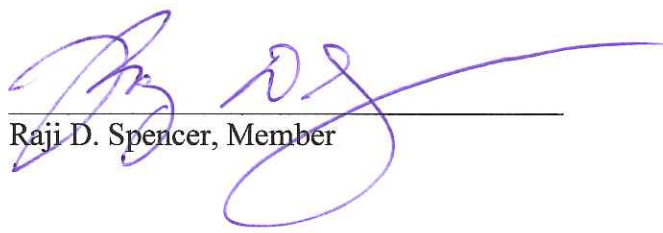
VOTED: That Raji D. Spencer is hereby authorized to execute all documents to be filed with the Secretary of State, all documents relating to real property, and shall have the exclusive authority to bind the Company pursuant to the terms of the Operating Agreement.

Retail Alcoholic Beverage License

VOTED: That the resolutions necessary to establishing an outdoor patio are hereby approved and adopted to the same extent as if set forth at length herein, and that copies of said resolutions are hereby ordered to be filed with the minutes of meetings of the Members of this Company. Raji D. Spencer is the named manager of retail alcoholic beverage license.

A copy of this Consent shall be filed with the minutes of meetings of Members of this Company.

Dated: February 11, 2019



Raji D. Spencer, Member

LEGAL NOTICE

TOWN OF NEEDHAM

Application for Alteration of Licensed Premises in a
Wine and Malt License in a Restaurant

Notice is hereby given pursuant to Massachusetts General Laws, Chapter 138, that French Press, LLC d/b/a French Press Bakery & Cafe, Raji Spencer, Manager, has applied for an alteration of licensed premises of the following kind: To sell wine and malt beverages on an outside patio consisting of 10 seats with proper barriers per local and state laws. The patio is located in the front of the restaurant located at 74 Chapel Street, Needham.

IT IS ORDERED that a public hearing be held for said application at the office of the Board of Selectmen acting as the Needham Licensing Authority located in the Town Hall, 1471 Highland Avenue on the 12th day of March 2019 at 7:00 o'clock p.m.

Board of Selectmen
Licensing Board for the Town of Needham

To be published:
Needham Times
February 28, 2019

SULLIVAN, JAMES M, TRUSTEE
 C/O SULLIVAN & CO INC
 P. O. BOX 850918
 BRAINTREE, MA 02184-0918

HARTMAN, FREDERICK M TR.
 FAK NEEDHAM REALTY TRUST
 919 GREAT PLAIN AVE
 NEEDHAM, MA 02492

BARTEN, T. PETER JR. &
 BARTEN, DEBORAH J.
 13 PICKERING PL
 NEEDHAM, MA 02492

1451 HIGHLAND AVE LLC
 84 BERKSHIRE RD
 NEEDHAM, MA 02492

THOMAS, DINA &
 THOMAS, TRIANTOS
 198 CURVE ST
 DEDHAM, MA 02026

LALLY, JOHN F. &
 LALLY, STACIE A.
 120 LAKESHORE DR
 WESTWOOD, MA 02090

SULLIVAN, JAMES M, TRUSTEE
 C/O SULLIVAN & CO INC
 PO BOX 850918
 BRAINTREE, MA 02184-0918

56 PICKERING LLC
 10 UNION ST
 NATICK, MA 01760

S-BNK NEEDHAM CENTRE, LLC
 C/O TRAMMELL CROW CO
 P O BOX 14115
 READING, PA 19612-4115

PETRINI CORPORATION
 187 ROSEMARY ST
 NEEDHAM, MA 02494

ROMAN CATHOLIC ARCHDIOCES OF
 BOSTON
 1382 HIGHLAND AVE
 NEEDHAM, MA 02492

TOPLIFF STREET ASSOCIATES
 LIMITED PARTN
 C/O BOYLSTON PROPERTIES
 800 BOYLSTON ST SUITE 1390
 BOSTON, MA 02199

NEEDHAM BANK
 ATTN: ACCOUNTING DEPARTMENT
 1063 GREAT PLAIN AVE
 NEEDHAM, MA 02492

MCGILICUDDY, JOSEPH P
 9 PICKERING PL
 NEEDHAM, MA 02492

NATHAN, JOSHUA &
 ENGEL, AMY
 14 PICKERING PL
 NEEDHAM, MA 02492

GEORGACOPOULOS, TASOS, TR.
 ARGYRIOS & SONS REALTY TRUST
 165 PALMER ST
 ARLINGTON, MA 02474

EATON SQUARE REALTY LLC
 1063 GREAT PLAIN AVE
 NEEDHAM, MA 02492

GIANNACOPOULOS, PETER +
 TZOUROS, NESTOR, TRUSTEES
 11 EDGEWATER DR
 NEEDHAM, MA 02492

ANTON, CHARLES A. TR.
 HIGHLAND 1433 REALTY TRUST
 500 CLARK ROAD
 TEWKSBURY, MA 01876

MCIVER, CAROLYN R &
 MCIVER, CAROLYN D. TR
 70 PICKERING ST
 NEEDHAM, MA 02492

JOCELYN, DOUGLAS L. &
 SHOEMAKER, LEAH
 C/O MADAN, GUNJAN & RAJNI
 10 PICKERING PL
 NEEDHAM, MA 02492

THE NEEDHAM BANK
 ATTN: ACCOUNTING DEPARTMENT
 1063 GREAT PLAIN AVE
 NEEDHAM, MA 02492

PESIRIDIS, JAMES, TRS.
 ROMA REALTY TRUST
 P. O. BOX 1250
 BURLINGTON, MA 01803

MBTA
 10 PARK PLAZA
 BOSTON, MA 02116

905 GREAT PLAIN AVENUE LLC
C/O THE MAKIN GROUP INC
BROOKLINE, MA 02445

7-ELEVEN INC.
PO BOX 2440
SPOKANE, WA 99210

THE GATTO FAMILY LIMITED
PARTNERSHIP
85 CHAPEL ST
NEEDHAM, MA 02492

53 CHAPEL STREET LLC
80 NEPONSET AVE
DORCHESTER, MA 02122

1401/1417 HIGHLAND AVE., LLC
C/O DERENZO PROPERTIES, INC
43 CHARLES ST
NEEDHAM, MA 02494-0515

THE JOURNAL OF BONE AND JOINT
SURGERY
C/O EIP PICKERING STREET LLC
PO BOX 1083
HICKSVILLE, NY 11802-1083

1478 HIGHLAND AVENUE CO., LLC
C/O WALGREEN CO.
PO BOX 1159
DEERFIELD, IL 60015

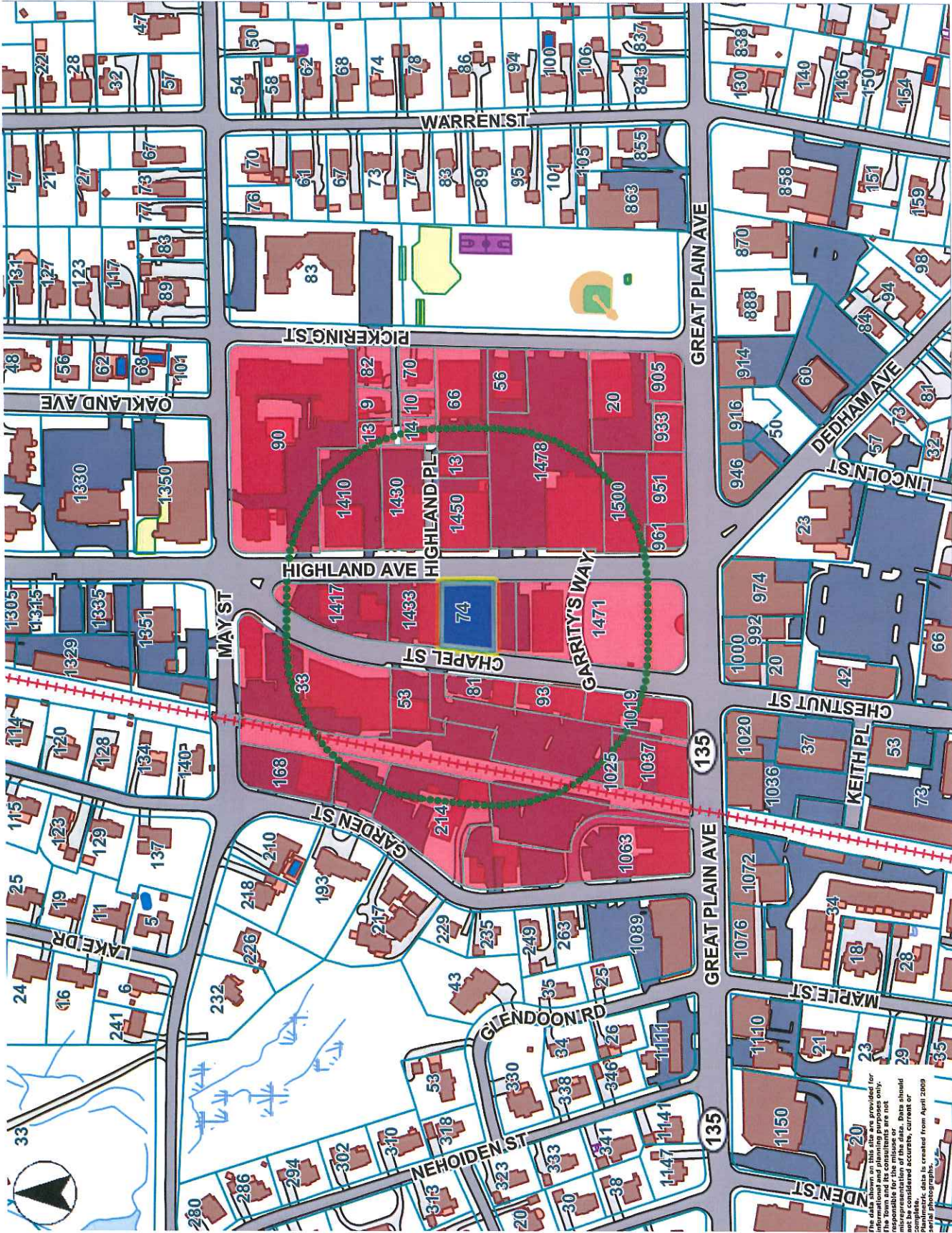
15 HIGHLAND, LLC
C/O BOYLSTON PROPERTIES
800 BOYLSTON ST SUITE 1390
BOSTON, MA 02199

Good Shepherd Christian Fellowship
754 Greendale Avenue
Needham, MA 02492

First Parish in Needham – Unitarian
23 Dedham Street
Needham, MA 02492



- Parcels
- Painted Lines
- Crosswalk
- Parking Line
- Score Lines
- Footpath
- Field Striping
- Fences
- Hedge
- Guardrail
- Railroad Track
- Trail
- Building
- Decks And Patios
- Swimming Pool
- Bridge
- Sidewalk
- Exterior Stairway
- Driveways
- Paved Driveway
- Unpaved Driveway
- Road
- Paved Road
- Unpaved Road
- Parking Lots
- Paved Parking Lot
- Unpaved Parking Lot
- Electrical Box
- Electrical Substation
- Sports Areas
- Baseball
- Baseball Infield
- Basketball and Tennis
- Golf Bunker
- Golf Fairway, Green, Tee and Field
- Wetlands
- MA Highways
- Interstate
- US Highway
- Unimproved Routes
- Town Boundary
- Abutting Towns
- Abutting Towns Mask
- Road Centerlines
- Waterbody
- Streams And Drainage Ditch

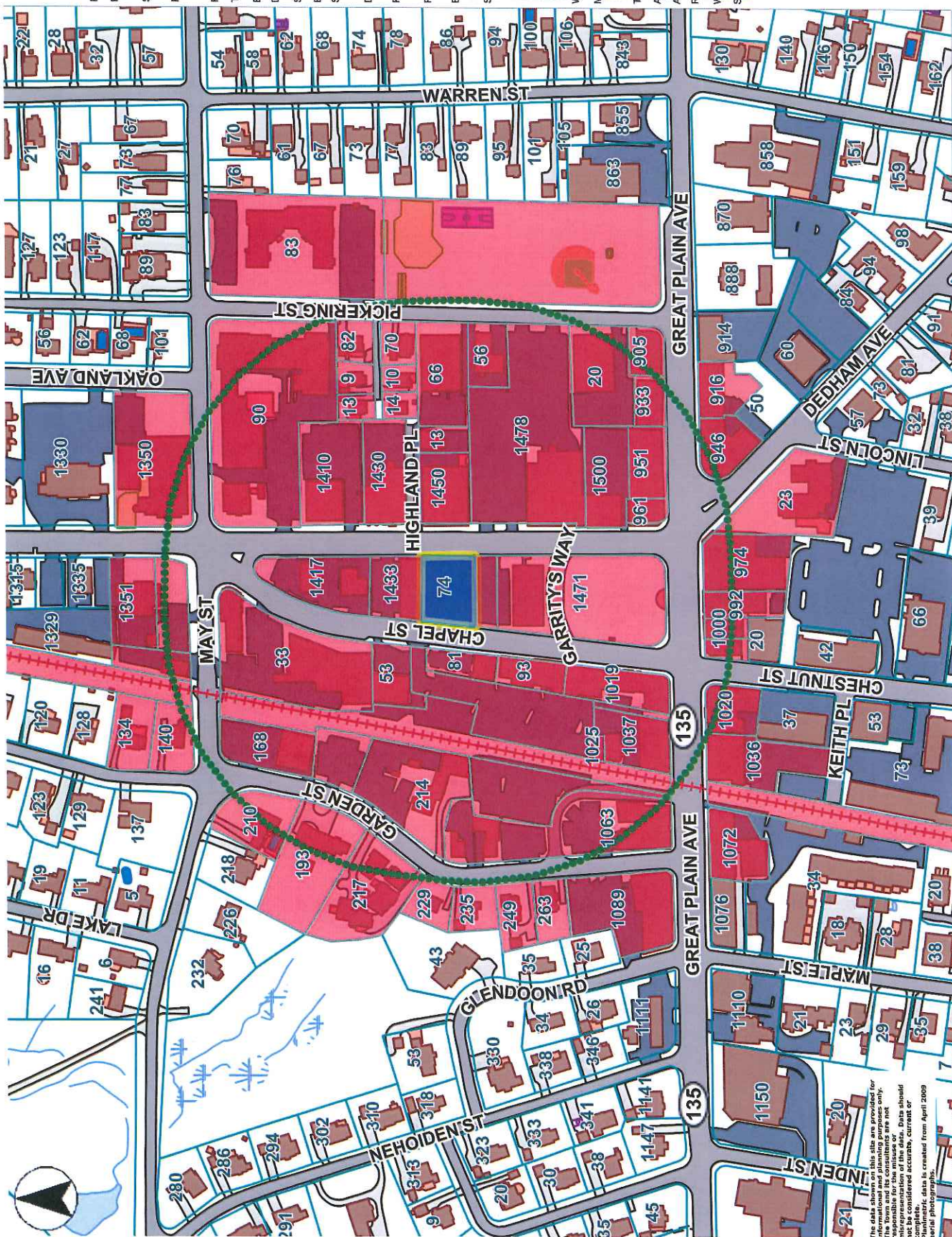


Printed on 02/14/2019 at 09:15 AM

700 ft

350

300'



Printed on 02/14/2019 at 09:22 AM

700 ft

350



**SELECT BOARD
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 3/12/2019

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	New Garden, Inc., d/b/a New Garden Restaurant, 40 Chestnut Place, has submitted an application for a change in hours. Raymond So, Manager, is requesting that New Garden's operational hours be extended on Thursday, Friday and Saturdays to 1:00 a.m.
2.	VOTE REQUIRED BY BOARD OF SELECT BOARD
	Suggested Motion: <i>Move that the Select Board approve and sign an application for a Change in Hours to Raymond So for New Garden Restaurant, 40 Chestnut Place, Needham and to forward this application to the ABCC for approval.</i>
3.	BACK UP INFORMATION ATTACHED
	1. No Fee Monetary Transmittal Form 2. Vote of the Corporate Board 3. Letter from Ray's New Garden

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

Print Form

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE
LOCAL LICENSING AUTHORITY.**

REVENUE CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: NO FEE

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY):

00004-RS-0770

LICENSEE NAME: New Garden Inc., d/b/a New Garden Restaurant

ADDRESS: 40 Chestnut Place

CITY/TOWN: Needham

STATE MA

ZIP CODE 02492

TRANSACTION TYPE (Please check all relevant transactions):

☒ Change of Hours

☐ Change of DBA

**THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL
FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND
SUPPORTING DOCUMENTS TO:**

**ALCOHOLIC BEVERAGES CONTROL COMMISSION
P. O. BOX 3396
BOSTON, MA 02241-3396**

CORPORATE VOTE

The Board of Directors or LLC Managers of New Garden Inc.
Entity Name
duly voted to apply to the Licensing Authority of Needham and the
City/Town
Commonwealth of Massachusetts Alcoholic Beverages Control Commission on Jan. 23, 2019
Date of Meeting

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| ☐ New License | ☐ Change of Location | ☐ Change of Class (i.e. Annual / Seasonal) | ☐ Change Corporate Structure (i.e. Corp / LLC) |
| ☐ Transfer of License | ☐ Alteration of Licensed Premises | ☐ Change of License Type (i.e. club / restaurant) | ☐ Pledge of Collateral (i.e. License/Stock) |
| ☐ Change of Manager | ☐ Change Corporate Name | ☐ Change of Category (i.e. All Alcohol/Wine, Malt) | ☐ Management/Operating Agreement |
| ☐ Change of Officers/
Directors/LLC Managers | ☐ Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | ☐ Issuance/Transfer of Stock/New Stockholder | ☒ Change of Hours |
| | ☐ Other <u> </u> | ☐ Change of DBA | |

"VOTED: To authorize

Raymond So
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint

Raymond So
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,

[Signature]
Corporate Officer / LLC Manager Signature

For Corporations ONLY

A true copy attest,

[Signature]
Corporation Clerk's Signature



40 Chestnut Place
Needham, MA 02492
Phone: 781-449-1450
E-Mail: raysnewgarden@gmail.com
Web: raysnewgarden.com

January 23, 2019

To Whom It May Concern:

New Garden Inc. is requesting to have our hours of operation extended to 1:00 AM on Thursday, Friday and Saturdays.

Sincerely,

A handwritten signature in dark ink, appearing to read "Raymond So", is written over a light blue horizontal line.

Raymond So
President



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 3/12/2019

Agenda Item	Sewer Rate Relief
Presenter(s)	David Davison, Assistant Town Manager/Director of Finance Evelyn Poness, Town Treasurer/Collector

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
At the September 25, 2018 meeting, the Board approved the application to apply for sewer rate relief from the Commonwealth of Massachusetts. The rate relief is offered to communities that have made sewer infrastructure improvements which were financed by debt. The State has distributed \$1,100 to the Town of Needham for this purpose. Our recommendation is a flat per account credit. The credit would be applied on the first bill that each account receives during the fourth quarter of FY2019.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Move that Board approve a one-time flat sewer rate credit of \$0.09 per account billed during the fourth quarter of FY2019 to reflect the State sewer rate relief money received from the Commonwealth.</i>	
3.	BACK UP INFORMATION ATTACHED
Sewer Rate Relief Summary	

Commonwealth Sewer Rate Relief Fund

Summary of Distributions

1	Massachusetts Water Resources Authority	\$ 890,239
3	Water & Sewer Commissions	\$ 46,328
2	Sewer Districts	\$ 10,500
42	Cities & Towns	\$ 152,933

Total Distributions

48	Governmental Units	\$ 1,100,000
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MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
Sewer Rate Relief Fund for FY2019

<u>Governmental Unit</u>	<u>\$ Project Aid</u>
ANDOVER	\$5,698.00
BARNSTABLE	\$954.00
BEDFORD	\$999.00
BOSTON WATER AND SEWER COMMISSION	\$26,892.00
BRAINTREE	\$585.00
BROCKTON	\$363.00
CAMBRIDGE	\$46,635.00
CANTON	\$1,525.00
CHELMSFORD	\$5,361.00
CHERRY VALLEY SEWER DISTRICT	\$752.00
COHASSET	\$532.00
DARTMOUTH	\$647.00
DRACUT	\$4,406.00
EDGARTOWN	\$1,651.00
FAIRHAVEN	\$890.00
FITCHBURG	\$3,090.00
FRAMINGHAM	\$610.00
GLOUCESTER	\$3,677.00
GRAFTON	\$425.00
GROTON	\$80.00
HUDSON	\$903.00
LAWRENCE	\$996.00
LYNN WATER AND SEWER COMMISSION	\$5,001.00
MASSACHUSETTS WATER RESOURCES AUTHORITY	\$890,239.00
MAYNARD	\$547.00
MONTAGUE	\$410.00

NEEDHAM	\$1,100.00
NEW BEDFORD	\$16,948.00
NORTH ATTLEBOROUGH	\$1,968.00
NORTHBRIDGE	\$714.00
PLYMOUTH	\$1,230.00
RAYNHAM	\$2,978.00
READING	\$852.00
ROYALSTON	\$127.00
SALISBURY	\$1,055.00
SCITUATE	\$910.00
SOMERVILLE	\$508.00
SOUTH ESSEX SEWERAGE DISTRICT	\$9,748.00
SOUTHWICK	\$1,501.00
SPENCER	\$626.00
SPRINGFIELD WATER AND SEWER COMMISSION	\$14,435.00
STURBRIDGE	\$1,001.00
TEWKSBURY	\$18,286.00
UPTON	\$40.00
WALTHAM	\$3,315.00
WEST SPRINGFIELD	\$36.00
WESTBOROUGH	\$2,332.00
WORCESTER	\$16,422.00

TOTAL AWARDS:	\$1,100,000.00
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TOTAL RECIPIENTS:	48
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**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 3/12/2019

Agenda Item	Community Preservation Committee - Proposals Under Review
Presenter(s)	Peter Pingitore, Chair CPC Carys Lustig, Director of Administration & Finance, Public Services

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Mr. Pingitore and Ms. Lustig will meet with the Board to discuss the projects before the CPC for funding consideration this year.	
2.	VOTE REQUIRED BY SELECT BOARD
Update only.	
3.	BACK UP INFORMATION ATTACHED
a. Information on Projects Under Review	

CPC USE ONLY:	
Application #	FY 19-01
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 178 Rosemary Street
 Needham, MA 02494
www.needhamma.gov/CPC

1. **Applicant:** First Baptist Church in Needham **Submission Date:** November 30, 2018

2. **Applicant's Address, Phone Number and Email:**

858 Great Plain Avenue
 Needham, MA 02492
 781-400-5867 pastordaryn@fbcneedham.org
Contact Name:
 Rev. Daryn Stylianopoulos, Pastor
3. **Purpose:**
(Please select all that apply)
 - ☐ Open Space
 - ☐ Community Housing
 - ☒ Historic Preservation
 - ☐ Recreation

4. **Project Name:** FBC Needham Great Plain Porch Preservation
5. **Project Location/Address/Ownership (Control):**
 Intersection of Great Plain Ave and Warren Street, Needham, MA 02492/ 858 Great Plain Ave/ First Baptist Church in Needham

6. **Amount Requested:** \$ 799,040.00

7. **Estimated Total Project Cost (If Different):** \$

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

- continued -

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

Project Name: FBC Needham Great Plain Porch Preservation

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

First Baptist Church in Needham is requesting funding for Phase I of a multi-phase project to restore and preserve our historic 1856 building. Phase I includes the restoration and preservation of the front porch - a prominent and identifying feature of First Baptist Church - including doors, columns, and decorative and architectural elements and detailing of the front portion of our building, and front walkways. This grant phase also includes the restoration of First Baptist's historic clock, an E. Howard Watch and Clock model from the year 1900 (Needham's first official town clock), as well as the clock's historic bell.

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

A recent engineering report recommended immediate front porch and column restoration. Included in the restoration are the historic bell and clock, and architectural elements of the Great Plain Avenue façade. Restoration will preserve the site - imbued with historical and architectural significance (home of Needham's first official town clock, pastored by Rev. Samuel Francis Smith ("My Country 'Tis of Thee") from 1866-1873 and 1877-1880) - and ensure it remains an historic and cultural marker, and continued presence of hospitality (our doors welcome the wider community weekly in gathering, arts and music, recovery, and children and youth education, development and enrichment).

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.*

Needham Community Preservation Grant Project Budget
First Baptist Church in Needham
2018-2019 Application Cycle

Contractors	Expenses	Income	Narrative
David Graf			David Graf takes pride in producing museum quality restorations with full function of historic clock and bell mechanisms and is familiar with our rare mechanism, an <i>E. Howard #1 Striker, round top</i> . David notes that most of its kind "have suffered over the years - electrification being a common fate, along with the effects of pigeons, neglect and lack of consistent and informed routine maintenance." He is 'pleased to find that there was another of these great old mechanisms - in somewhat rough and rusted condition, but with most of its original components, capable of running in its weight driven , pendulum regulated fashion, as originally designed. A rare occurrence!"
Museum Quality Restoration of Clock and Bell	\$ 26,000.00		
Two Automatic Weight Winding Systems	\$ 12,000.00		
Tom Everts - Yankee Steeple			Tom Evert's team at Yankee Steeple oversaw the recent restoration of the First Baptist Church in Needham's church steeple
Column replacement (structural steel beam with fiberglass	\$ 96,000.00		Tom's proposal of structural steel beam and fiberglass shell replacement will provide an effective, structurally sound, and practical long term solution for the columns that will appear identical to the original historic columns; Tom can provide a quote for mahogany/wood restoration if desired - the cost of the project would significantly increase
Replacement and Installation of Cornice	\$ 63,000.00		decaying and crumbling cornice piece
Front Entrance Mahogany Doors (identical to originals)	\$ 48,000.00		deteriorating front doors
Front façade work from base of steeple to the ground	\$ 37,500.00		
New England Scaffolding			
Immediate Shoring	\$ 10,000.00		
Rental for two years	\$ 25,200.00		

Needham Community Preservation Grant Project Budget
First Baptist Church in Needham
2018-2019 Application Cycle

EBI Consulting				EBI Consulting provided the structural evaluation of the porch columns and will continue to support the project as needed; recommended immediate replacement of columns and repointing and crack repairs at the foundation and stairs at front entrance
Construction Documents	\$	1,800.00		
Construction Phase Services				
Shop Drawing Review	\$	600.00		
2 Site Visits	\$	1,200.00		
Closeout/Sign Off	\$	300.00		
Rex Kidd - Capital Paving				
Walkways and Porch Detailing				Porch and stairs - repaving and stonework for landing, porch, stairs and walkways; Rex has quoted repaving of walks around the church as well as in front to keep levels consistent and to code; the cost has been broken down for transparency
Install Granite Steps, Capstone, Landing	\$	54,000.00		
Install Granite Walks Front	\$	25,000.00		
Install New Concrete Rear with monolithic new curb	\$	15,000.00		
Install Asphalt Walks Sides	\$	12,000.00		
Paving of Parking Lot if required to meet code standards	\$	10,000.00		
Shop drawing if required	\$	1,000.00		
Demolition Work				
Building	\$	100,000.00		
Paved/Stone Surfaces	\$	20,000.00		
Restoration Cost	\$	558,600.00		
Contingency				
Engineering and Architecture	\$	111,720.00		20% total restoration cost
Contingency Unforeseen Costs	\$	111,720.00		20% total restoration cost
Testing of Hazardous or Potentially Hazardous Materials	\$	15,000.00		estimated
Permitting, Police Detailing, Landscaping, Sprinkler Work	\$	2,000.00		
Total Contingency	\$	240,440.00		
Restoration Cost	\$	558,600.00		
BALANCE (Restoration Cost + Contingency)	\$	799,040.00		

DRAFT v2
#2 Additional Consulting
Assistance

CPC USE ONLY:	
Application #	FW19-03
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

1. **Applicant:** Needham Housing Authority (NHA) **Submission Date:** December 1, 2018
2. **Applicant's Address, Phone Number and Email:**

28 Capt. Robert Cook Drive
Needham, MA 02494

Contact Name:
Bernie Kirstein, Interim Executive Director
3. **Purpose:**
(Please select all that apply)

☐ Open Space
☒ Community Housing
☐ Historic Preservation
☐ Recreation
4. **Project Name:** Consultants to Achieve Modernization/Redevelopment of Affordable Housing
5. **Project Location/Address/Ownership (Control):**
100% owned by the NHA
6. **Amount Requested:** \$ 150,000
7. **Estimated Total Project Cost (If Different):** \$ 300,000 (50% NHA funding)
8. **Critical Dates: (If Applicable)**

- continued -

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

Project Name: Consultants to Achieve Modernization/Redevelopment of Affordable Housing

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

NHA properties are in dire need of major modernization. The recently released NHA Facilities Master Plan identifies major modernization/development targets and identifies sources of funding. Federal funding for modernization is currently available through HUD's Rental Assistance Program (RAD): potentially \$77k - \$128k/unit for Seabeds/Cook. To apply for/be awarded this funding, money must be expended up front for an expert development/financial consultant team: architectural, engineering, surveying, financial modeling, legal and other services.

State modernization funding is available via the High Leverage Asset Preservation Program (HILAPP): up to \$65k/unit for Linden/Chambers. Funding for new development is available via DHCD's 9% tax credit funding competitions (LIHTC). Expenditure of money for expert consulting is similarly required for successful applications/awards.

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

Needham's existing stock of affordable housing is insufficient to meet its current and future needs, according to the most recent Housing Needs Assessment (2014). The NHA is the largest provider of low income housing in Needham, but 75% of its 114 buildings are more than 55 years old. Substantial modernization is vital to extending the useful life of our 336 existing units, and meeting contemporary standards.

Expending CPA funds on RAD and HILAPP funding applications will facilitate a major infusion of capital dollars for modernization. Pursuing DHCD LIHTC competitions has the potential of funding up to 121 new units of affordable housing. If these new funding sources can be secured, expending the CPA funds requested in this application will benefit Needham for decades to come.

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 #	<u>FY19-06</u>
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
c/o Park & Recreation Department
178 Rosemary Street
Needham, MA 02494
www.needhamma.gov/CPC

1. **Applicant:** Town Manager
& Bay Colony Rail Trail Association
2. **Applicant's Address, Phone Number and Email:**
1471 Highland Ave., Needham 02492
BCRTA, PO Box 920560, Needham, MA 02492
Contact Name:
Kate Fitzpatrick-Town Manager; J Goldstein-BCRTA
3. **Purpose:**
(Please select all that apply)
☐ Open Space
☐ Community Housing
☐ Historic Preservation
☒ Recreation
4. **Project Name:** Design of Fisher Street Trailhead, Needham Rail Trail
5. **Project Location/Address/Ownership (Control):**
Fisher Street at Rail Trail, across from MA DCR's Red Wing Bay
MBTA ownership; Town holds 99 year lease for use of rail right of way for rail trail
6. **Amount Requested:** \$ 15,000
7. **Estimated Total Project Cost (If Different):** \$ 15,000 (design only)
8. **Critical Dates: (If Applicable)**

- continued -

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

Project Name: Design of Fisher Street Trailhead, Needham Rail Trail

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

The 1.3-mile Needham Rail Trail is a recreational path that runs from the Charles River near the Dover line to the Town Forest near High Rock Street. Completed in 2016 through a joint effort of the Bay Colony Rail Trail Association and the Town, the trail has become a popular recreational asset.

From its initial conception, a trailhead at Fisher Street was envisioned comprising a stone dust driveway and parking area, a wood rail fence/guardrail, landscaping, benches, signage, and interpretive elements (see Bay Colony Rail Trail Conceptual Planning and Design Study--Needham, MA by Fay, Spofford & Thorndike, 2013). Due to budget constraints the trailhead was never constructed.

In 2015 the CPC provided a \$100,000 grant for construction of the trail. The current request would allow the Town to complete the design of the Fisher St. trailhead, including construction-ready documents.

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

The Needham Rail Trail addresses the expressed interest among Needham residents for having a variety of natural trails throughout the community. The rail trail's flat terrain makes it ideal for people of all ages and abilities. The proposed trailhead at Fisher Street will not only improve the accessibility of the rail trail, its proximity to Red Wing Bay and the Charles River Peninsula will make the area more of a destination for passive recreation. The Town and the Bay Colony Rail Trail Association will collaborate in working with a design firm to finalize the design of the trailhead, including interpretive elements, and make it a hub of recreational activities in the area.

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 # FY19-07

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 Manager, DPW

Submission Date: 11/08/18

2. **Applicant's Address, Phone Number and Email:**

3. **Purpose:**
(Please select all that apply)

Needham, MA 02494

Contact Name:

Edward Olsen

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

4. **Project Name:** Town Common Renovation

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

Needham Downtown Town Common, Town of Needham

6. **Amount Requested:**

\$ 117,000

7. **Estimated Total Project Cost (If Different):**

\$

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

This project requires coordinating with Farmer's Market, Town Hall Business, and the two Needham Business Association seasonal fairs.

- continued -

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

Project Name: Town Common Renovation

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

The scope of this project includes the design of the renovation of the Town Commons which includes the green space and hardscaped areas between the southern curb line of Garrity Way to the curb line of Great Plain Avenue to the south and from the curb lines of Chapel Street and Highland Avenue. Garrity Way and parking area are not included in this project. The Town Common shall be redesigned to maximize the current usage of space, complement Town Hall, enhance the "blue tree", and integrate with the new Downtown Streetscape Improvement Project. This project will install new sod, trees, plantings, low maintenance hardscape materials, and increase handicap accessibility. The pathways and landscaping will be adjusted to become more aesthetically pleasing and functionally enhanced. There will be increased electrical and sound capacity to accommodate Town-wide events.

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

The Town Common has long been used for a gathering spot for the community. It is used for informational gatherings including play area, shade rest area, and informal dining. Additionally, it is a formal meeting space for town gatherings including business fairs, vigils and memorial services and other community wide events. This area has received superficial maintenance, but the underlying infrastructure no longer supports the functionality of the space. The paths are in disrepair and are not aesthetically pleasing. The lawns and landscaping are showing signs of compaction and age. Trees planted on the property were not selected for their use in urbanized environments. All the improvements would be to address these deficiencies and make the space appropriate to the community uses it supports.

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 #	F-19-08
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 178 Rosemary Street
 Needham, MA 02494
 www.needhamma.gov/CPC

1. **Applicant:** Town Manager's Office, DPW, Charles River Center **Submission Date:** 11/19/18

- 2. **Applicant's Address, Phone Number and Email:**

 500 Dedham Ave
 Needham, MA 02492

Contact Name:
 Edward Olsen

- 3. **Purpose:**
 (Please select all that apply)

☒ Open Space
☐ Community Housing
☐ Historic Preservation
☒ Recreation

4. **Project Name:** Passive Recreation Improvements - Dwight Field/Charles River Center
5. **Project Location/Address/Ownership (Control):**

6. **Amount Requested:** \$ 35,000

7. **Estimated Total Project Cost (If Different):** \$

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

- continued -

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

Project Name: Passive Recreation Improvements - Dwight Field/Charles River Center

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

This parcel is presently in disrepair and suffers from drainage issues. There are trees on site that are no longer viable creating safety concerns, and the ground cover has been eroded by stormwater. This park does not have good accessibility due to the elevation, and the park is presently accessed from the Charles River Center by several stairs. This project will include removing the existing ground covering, regrading the site, making drainage improvements, installing new turf, removing and pruning problematic trees, planting new trees, creating an accessible entrance into the park areas, and other site amenities. Site furniture will be installed for passive recreation including picnic tables and benches, a small covered pavilion, and other small recreational equipment that can be used by children whose siblings are playing. This funding is for design.

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

This space provides passive recreation to two different user groups. During the day, this space provides an area for peaceable interaction with nature to the participants of the Charles River Center. During weekends and evenings this area provides a recreation area for the Needham Little League in addition to the ball field. It is also frequented by those who live in the neighborhood as an amenity. This new area will have a shaded open area pavillion area for informal uses.

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 #	P419-09
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 178 Rosemary Street
 Needham, MA 02494
 www.needhamma.gov/CPC

- | | |
|---|---|
| <p>1. Applicant: Park & Recreation Commission</p> | <p>Submission Date: 12/1/18</p> |
| <p>2. Applicant's Address, Phone Number and Email:</p> <p>178 Rosemary Street
 Needham, MA 02494
 (781) 455-7930</p> <p>Contact Name:
 Patricia Carey, Director</p> | <p>3. Purpose:
 <i>(Please select all that apply)</i></p> <p> ☐ Open Space
 ☐ Community Housing
 ☐ Historic Preservation
 ☒ Recreation </p> |
| <p>4. Project Name: Rosemary Lake Projects</p> | |
| <p>5. Project Location/Address/Ownership (Control):</p> <p>178 Rosemary Street</p> | |
| <p>6. Amount Requested:</p> | <p>\$ 200,000</p> |
| <p>7. Estimated Total Project Cost (If Different):</p> | <p>\$ 200,000</p> |
| <p>8. Critical Dates: (If Applicable)</p> | |

- continued -

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

Project Name: Rosemary Lake Projects

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

The Park and Recreation Commission's full vision of the Rosemary Lake space is to encourage outdoor use throughout the year. This project would replace the 30+ year old dock on the lake with one that can be utilized for canoes/kayaks, as well as some paddle boats to be donated by the Exchange Club. On the camp property side, after the current buildings are taken down, a picnic pavilion would be added in for Park and Recreation programs held on the lake, as well as trail users.

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

Rosemary Lake, the camp property and trails, as well as the Rosemary Recreation Complex can provide opportunities for trail walkers, outdoor education, boating, fishing, snow shoes or cross country skiing. Other trail amenities will be added to assist children with exploring. The lake and trails' central location makes it easy to access for many residents. Weather permitting, the lake is also a place for ice skating.

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 # FY19-10

Qualifies: _____

Does not qualify: _____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

**TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE**

c/o Park & Recreation Department
178 Rosemary Street
Needham, MA 02494
www.needhamma.gov/CPC

1. **Applicant:** Park & Recreation Commission **Submission Date:** 12/1/18
2. **Applicant's Address, Phone Number and Email:**
- 178 Rosemary Street
Needham, MA 02494
(781) 455-7930
Contact Name:
Patricia Carey, Director
3. **Purpose:**
(Please select all that apply)
- ☐ Open Space
☐ Community Housing
☐ Historic Preservation
☒ Recreation
4. **Project Name:** Cricket Field Fieldhouse
5. **Project Location/Address/Ownership (Control):**
Hillside Avenue
Park and Recreation Commission
6. **Amount Requested:** \$ 163,765
7. **Estimated Total Project Cost (If Different):** \$ 818,824
8. **Critical Dates: (If Applicable)**

- continued -

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

Project Name: Cricket Field Fieldhouse

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

The fieldhouse at Cricket Field is in need of renovations, including making it accessible for all abilities. A ramp would need to be built to bring people from the athletic fields and playground areas up to the building, as well as from the on-street parking to the building. A feasibility study was completed in 2012 to look at options for seasonal or year-round use. This project is for renovations for seasonal use.

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

The goal of this project is to upgrade the building to ADA standards, and provide access to the restrooms for all that use the park, including the sports teams that use the two fields, and the families that use the park, playground and basketball court. The building, itself, is used for park storage, Needham High School sports in the fall and spring, and a Park and Recreation summer program. Portions of the project not related to outdoor park use would not be eligible for CPA construction funding.

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 #	<u>PN19-11</u>
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 & Recreation, Town Manager, DPW **Submission Date:** 11/08/18

2. **Applicant's Address, Phone Number and Email:**

500 Dedham Avenue
Needham, MA 02494
Contact Name:
Edward Olsen
3. **Purpose:**
(Please select all that apply)

☒	Open Space
☐	Community Housing
☐	Historic Preservation
☒	Recreation

4. **Project Name:** Cricket Field Renovation
5. **Project Location/Address/Ownership (Control):**
 Hillside Ave., Needham MA, Park and Recreation, Town of Needham

6. **Amount Requested:** \$ 480,000

7. **Estimated Total Project Cost (If Different):** \$

8. **Critical Dates: (If Applicable)**
 Construction to begin after spring sports season. Construction must be completed by the end of August so field can be available for Fall sports season.

- continued -

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

Project Name: Cricket Field Renovation

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

There is not a fully functioning irrigation system at this field, the current system was gifted to the Town over 15 years ago and is showing signs of age. When the existing irrigation system is in full operation, the sprinkler heads do not fully engage until several minutes of operation which is not an efficient use of water. The grading on this site is inconsistent and leads to localized drainage problems. All existing turf will be stripped and the top soil will be removed and stored on site. The whole site will then be sub-graded. And the top soil will be placed back on site and amended in place with sand, then blended for improved drainage. The site will then be laser graded to ensure that water slopes off the surface, and then sod will be laid. As part of the removal of turf and soil, the existing irrigation system will be abandoned in place and new water efficient irrigation system

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

Cricket field has long been used for active and passive recreation. This land was originally gifted to the Town for this express purpose. During the exploration of a relocated Hillside School, there was a popular community movement that clearly expressed their need to maintain this park for their neighborhood uses. This renovation will help this field be functional for future generations to enjoy this land. The current irrigation system does not allow for appropriate watering of the field, using more water than necessary to provide a safe playing surface. This renovation will provide better draining and irrigation will allow for a better playing surface.

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 #	<u>P419-12</u>
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
c/o Park & Recreation Department
178 Rosemary Street
Needham, MA 02494
www.needhamma.gov/CPC

1. **Applicant:** Park & Recreation Commission **Submission Date:** 12/1/18
2. **Applicant's Address, Phone Number and Email:**
- 178 Rosemary Street
Needham, MA 02494
(781) 455-7930
Contact Name:
Patricia Carey, Director
3. **Purpose:**
(Please select all that apply)
- ☐ Open Space
☐ Community Housing
☐ Historic Preservation
☒ Recreation
4. **Project Name:** Playground Improvement Projects
5. **Project Location/Address/Ownership (Control):**
6. **Amount Requested:** \$ 350,000
7. **Estimated Total Project Cost (If Different):** \$ 700,000
8. **Critical Dates: (If Applicable)**

- continued -

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

Project Name: Playground Improvement Projects

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

The Park and Recreation Department oversees playgrounds under the jurisdiction of the Park and Recreation Commission and the School Committee. The first phase of funding would add some ADA features at Greene's Field and Cricket Field, and begin the addition of poured-in-place pathways at some of the playgrounds. Discussions have also begun with two groups to look at raising funds to upgrade playgrounds at Perry Park (Parent Talk) and DeFazio Park (Women's Club).

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

The MA Architectural Access Board has drafted some updated regulations regarding pathways to accessible play features at playgrounds. This would require the installation of poured-in-place rubber pathways at playgrounds, similar to what has been done at Greene's Field and the new Mitchell playground. At Greene's Field, the toddler swings would be replaced with an ADA swing, and a new toddler swing would be installed. At Cricket Field, an ADA swing unit would be added to the site. Each neighborhood park should have activities for all abilities.

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.*



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 3/12/2019

Agenda Item	Dockless Bike Share Program Follow Up
Presenter(s)	Carys Lustig, Director of Administration & Finance/Public Services David Davison, Assistant Town Manager/Director of Finance

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Ms. Lustig and Mr. Davison will update the Board on the planned spring relaunch of the dockless bike share program.	
2.	VOTE REQUIRED BY SELECT BOARD
Vote to continue the Town's participation in the Dockless Bike Share Program: <i>Move that the Board supports the Town's continued participation in the Regional Bike Share Program and the movement to all pedal-assist bicycles for the 2019 season.</i> Vote to discontinue the Town's participation in the Dockless Bike Share Program: <i>Move that the Board withdraw its support of the Town's participation in the Regional Bike Share Program and request the termination of the agreement.</i>	
3.	BACK UP INFORMATION ATTACHED
None	



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 03/12/2019

Agenda Item	Utility Easement at 1407 Central Avenue
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
This petition for a new utility Pole, P.170-1X will be installed at the median strip near the access drive to the Recycling and Transfer Station to accommodate the new Eversource Electrical Service and Verizon Telephone Service for the new Jack Cogswell Building located at 1407 Central Avenue, Needham. This new pole and the aforementioned utility services are needed to provide the electrical power and telephone to the new building. All overhead lines, from this new pole will be routed to the new facility by (buried) underground conduits.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Board approve and sign the grant of utility easement to Verizon New England Inc. and NSTAR Electric Company d/b/a Eversource Energy to cover the placing of facilities at 1407 Central Avenue, Needham.	
3.	BACK UP INFORMATION ATTACHED
1.) Utility Easement	

Karen Levesque
Right of Way Manager

RECEIVED
TOWN OF NEEDHAM
SELECT BOARD

verizon

2019 MAR -4 P 4: 20

385 Myles Standish Blvd
Taunton, MA 02780

Office 774-409-3170
Mobile 774-504-1279
Karen.levesque@one.verizon.com

February 28, 2019

Needham Select Board
1471 Highland Avenue
Needham, MA 02492

**RE: Utility Easement
1407 Central Avenue, Needham, MA.**

Dear Select Board Members:

Enclosed you will find two copies of an easement from Verizon New England Inc. and NSTAR Electric Company d/b/a Eversource Energy to cover the placing of facilities at 1407 Central Avenue, Needham, Massachusetts.

The easement must be signed, notarized, and returned to this office at your earliest convenience. Be advised that the Notary must adhere to the Massachusetts Notary Guidelines; signing and stamping accordingly. This is required in order for the document to be recorded at the appropriate registry.

Please be sure to sign the names as printed under the signature lines and return entire original document.

If you have any questions, do not hesitate to call me at 774-409-3170.

Sincerely,



Karen Levesque
Right of Way Manager

Enc

1407 CENTRAL AVENUE, NEEDHAM, MA

EW0# 1A3FF7S

POLE # 8/P170-1X/E170-1X

EASEMENT

KNOW ALL MEN BY THESE PRESENTS that the **TOWN OF NEEDHAM**, a municipal corporation duly established under the laws of the Commonwealth of Massachusetts, and having its usual place of business at 1471 Highland Avenue, Needham, Massachusetts 02492, (hereinafter referred to as the "Grantor") grants an easement to **Verizon New England Inc.**, a New York corporation, having its principal place of business at 6 Bowdoin Square, Floor 9, Boston, Massachusetts 02114 and **NSTAR Electric Company d/b/a Eversource Energy**, a Massachusetts corporation having a usual place of business at 800 Boylston Street, Boston, Massachusetts, together with their respective successors and assigns (hereinafter referred to as the "Grantees")

WHEREAS, the Grantor owns in fee simple a certain parcel of land located on the northerly side of **Central Avenue** situated in **Needham**, Norfolk County, Massachusetts.

NOW THEREFORE, in consideration of the sum of \$1.00, the receipt of which is hereby acknowledged, the Grantor grants to the Grantees, their successors and assigns, with quitclaim covenants, the exclusive and perpetual right and easement to, access, erect, construct, operate, maintain, connect, extend, replace and remove **one (1) Pole, P.170-1X**, which may be erected at different times with the necessary conduits, cables, wires, anchors, guys, supports and fixtures appurtenant thereto for the transmission and/or distribution of electricity and the transmission and/or distribution of telecommunications upon, over and across that parcel of land as now laid out and shown as **"944556 Sq. Ft. or 21.7752 Acres"** on plan of land entitled **"Plan of Land to be Acquired by the Town of Needham"** dated May 20, 1966 recorded with the Norfolk County Registry of Deeds in **Plan Book 220, Page 561**. For Grantor's title see Instrument of Taking dated May 24, 1966 and recorded with the Norfolk County Registry of Deeds in **Book 4353, Page 692**.

The location of said Pole, P.170-1X, (hereinafter "Easement Area") is approximately shown on a sketch labeled **Exhibit 'A'**, which is attached hereto and made a part hereof. The exact locations of said facilities are to be established by and are to become permanent upon the placing thereof.

The Grantees shall have the further right to enter said portion of Grantor's land by foot or by vehicle for all of the herein stated purposes and to connect said poles, wires and cables with the poles, conduits, cables and wires which is located, or which may be placed in parcels of land, public or private ways, adjacent or contiguous to the aforesaid premises. Grantees shall also have the right to cut, trim, and remove such trees, bushes and growth as the Grantees may from time to time deem necessary for the safe and efficient operation and maintenance of Grantees' facilities.

Return to: Karen Levesque
Right of Way Manager
Verizon New England Inc.
385 Myles Standish Blvd
Taunton, MA 02780

It is also agreed that the Grantees, their successors and assigns, shall have the right to extend its lines on the subject premises from time to time as may be necessary in the judgment of the Grantees, their successors or assigns, to serve customers on the subject premises or on adjoining premises of other parties without incurring any liability to the Grantor, or any successors or assigns.

By signing this easement, the undersigned Select Board certify that they are signing in the name and behalf of the Town of Needham, that they are the Select Board of the Town of Needham and that they are empowered to grant the within easement on the terms and conditions stated herein.

IN WITNESS WHEREOF the said **Select Board of the Town of Needham** hereunto set their hands and seals this _____ day of _____, 2019.

TOWN OF NEEDHAM

By: Its Select Board

Daniel P. Matthews

John A. Bulian

Matthew Borrelli

Marianne B. Cooley

Maurice P. Handel

Commonwealth of Massachusetts

County of Notary

On this _____ day in the month of _____, 2019, before me, the undersigned Notary Public, personally appeared **Daniel P. Matthews**, proved to me through satisfactory evidence of identity, which was: _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as **a member of the Select Board of the Town of Needham.**

Signature of Notary Public

Printed Name of Notary

Place Notary Stamp Above

My Commission Expires _____

Commonwealth of Massachusetts

_____, SS.
County of Notary

On this _____ day in the month of _____, 2019, before me, the undersigned Notary Public, personally appeared **John A. Bulian**, proved to me through satisfactory evidence of identity, which was: _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as **a member of the Select Board of the Town of Needham.**

Signature of Notary Public

Printed Name of Notary

Place Notary Stamp Above

My Commission Expires _____

Commonwealth of Massachusetts

_____, SS.
County of Notary

On this _____ day in the month of _____, 2019, before me, the undersigned Notary Public, personally appeared **Matthew Borrelli**, proved to me through satisfactory evidence of identity, which was: _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as **a member of the Select Board of the Town of Needham.**

Signature of Notary Public

Printed Name of Notary

Place Notary Stamp Above

My Commission Expires _____

Commonwealth of Massachusetts

County of Notary

On this _____ day in the month of _____, 2019, before me, the undersigned Notary Public, personally appeared **Marianne B. Cooley**, proved to me through satisfactory evidence of identity, which was: _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose as **a member of the Select Board of the Town of Needham.**

Signature of Notary Public

Printed Name of Notary

Place Notary Stamp Above

My Commission Expires _____

Commonwealth of Massachusetts

County of Notary

On this _____ day in the month of _____, 2019, before me, the undersigned Notary Public, personally appeared **Maurice P. Handel**, proved to me through satisfactory evidence of identity, which was: _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as **a member of the Select Board of the Town of Needham.**

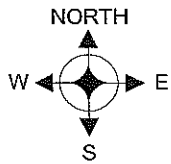
Signature of Notary Public

Printed Name of Notary

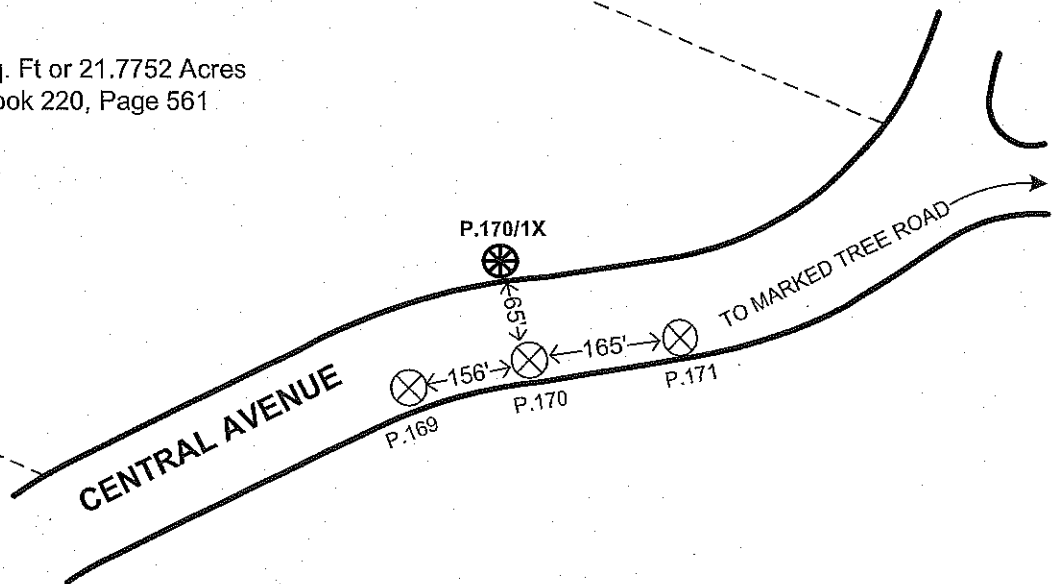
Place Notary Stamp Above

My Commission Expires _____

EXHIBIT 'A'



944586 Sq. Ft or 21.7752 Acres
Plan Book 220, Page 561



NOT TO SCALE



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 3/12/2019

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Town Manager will review final revisions to the 2019 Annual Town Meeting Warrant. The Board may wish to take positions on several articles.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Board vote to support (not to support) article _____ in the Annual Town Meeting Warrant.	
3.	BACK UP INFORMATION ATTACHED
a. 2019 Annual Town Meeting Warrant Draft 3.8.2019 b. Status of Articles as of 3.8.2019	

TOWN OF NEEDHAM



2019 ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 9, 2019

Business meeting: Monday, May 6, 2019

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

DRAFT 3.8.2019

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to 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, NINTH DAY OF APRIL, 2019

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

To choose by ballot the following Town Officers:

One Moderator for Three Years;

One Member of the Select Board for Three Years;

One Town Clerk for Three Years;

One Assessor for Three Years;

Three Members of School Committee for Three Years;

One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;

One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;

Two Trustees of Needham Public Library for Three Years;

One Trustee of Needham Public Library for Two Years;

One Member of Board of Health for Three Years;

Two Members of Board of Health;

One Member of Planning Board for Five Years;

One Member of Needham Housing Authority for Five Years;

One Commissioner of Trust Funds for Three Years;

One Commissioner of Trust Funds for One Year;

Two Members of Park and Recreation Commission for Three Years.

Eight Town Meeting Members from Precinct A for Three Years;

One Town Meeting Member from Precinct A for One Year;

Eight Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;
Eight Town Meeting Members from Precinct C for Three Years;
One Town Meeting Member from Precinct C for One Year;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for One Year;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years.

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 6, 2019 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 6, 2019 at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

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

HUMAN RESOURCE ARTICLES

ARTICLE 3: 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, 2019, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$86,304
Town Clerk with 6 years of service in that position	\$106,800 (1)
Select Board, Chair	\$1,800
Select Board, Others	\$1,500

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$8,544, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed \$66,374. The annual salary of \$106,800 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount

not to exceed \$11,091. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$15,527; or take any other action relative thereto.

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 4: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

INSERTED BY: Select Board
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 5: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

INSERTED BY: Select Board
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 6: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

INSERTED BY: Select Board
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.

FINANCE ARTICLES

ARTICLE 7: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$37,000 for the purpose of funding the Needham Property Tax Assistance Program, 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: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 8: 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, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

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 \$1,300 per year, which is applied to their property tax bills.

ARTICLE 9: APPROPRIATE FOR COMPENSATED ABCENCES FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$125,000 for the purpose of funding the Compensated Absences Fund, 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 10: APPROPRIATE FOR TEMPORARY STAFFING PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$76,000 for the purpose of funding a temporary staffing program, 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 11: APPROPRIATE FOR PARK & RECREATION POOL STAFFING

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$69,419 for the purpose of funding Rosemary Pool staffing, 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 12: APPROPRIATE FOR PUBLIC COMMUNICATIONS STAFFING

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$128,417 for the purpose of funding a Public Information Officer, 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: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 13: APPROPRIATE FOR RIDGE HILL/NIKE SITE CONSULTING & FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for the purpose of funding the development of reuse plans for Ridge Hill and the NIKE site, and for a feasibility study for the demolition of structures at Ridge Hill, 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: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 14: 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 survey of Town-owned lands, 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: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 15: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$640,000 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 \$413,000 be transferred from Overlay Surplus and \$227,000 be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 16: DOWNTOWN SNOW REMOVAL PILOT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$35,000 for the purpose of funding the Downtown Snow Removal Pilot 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 17: APPROPRIATE FOR SMALL REPAIR GRANT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for the purpose of funding the Small Repair Grant Program, 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 18: APPROPRIATE THE FY2020 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 \$2,068,301, from Overlay Surplus in the amount of \$500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of \$105,159, and \$1,185,317 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 be Adopted as shown on pages: **x-x**

ARTICLE 19: APPROPRIATE THE FY2020 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 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Sewer Enterprise
FY2020**

Line #	Description	FY2018		FY2019		FY2020		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
201A	Salary & Wages	\$916,696	11.0	\$978,169	11.0	\$1,028,667	11.0	
201B	Expenses	\$415,773		\$439,727		\$451,947		
201C	Capital Outlay	\$43,646		\$50,000		\$50,000		
201D	MWRA Assessment	\$5,889,796		\$6,173,219		\$6,460,637		
201E	Debt Service	\$980,086		\$1,500,000		\$900,000		
202	Reserve Fund	Transfers Only		\$35,000		\$35,000		
TOTAL		\$8,245,997	11.0	\$9,176,115	11.0	\$8,926,251	11.0	
FY2020 Budget Percentage Change from FY2019 Budget							-2.7%	

and to meet this appropriation that \$8,108,366 be raised from Sewer Enterprise Fund receipts, and that \$530,467 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 20: APPROPRIATE THE FY2020 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 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Water Enterprise
FY2020**

Line #	Description	FY2018		FY2019		FY2020		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
301A	Salary & Wages	\$1,249,859	17.0	\$1,272,879	17.0	\$1,331,359	17.0	
301B	Expenses	\$1,013,144		\$1,137,563		\$1,209,762		
301C	Capital Outlay	\$23,092		\$20,000		\$15,000		
301D	MWRA Assessment	\$1,109,794		\$856,049		\$1,413,150		
301E	Debt Service	\$1,404,398		\$1,550,000		\$1,250,000		
302	Reserve Fund	Transfers Only		\$75,000		\$75,000		
TOTAL		\$4,800,287	17.0	\$4,911,491	17.0	\$5,294,271	17.0	
FY2020 Budget Percentage Change from FY2019 Budget							7.8%	

and to meet this appropriation that the sum of \$4,737,170 be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 21: SET THE ANNUAL DEPARTMENT REVOLVING FUND SPENDING LIMITS

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 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	FY2020 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	Department of Public Works	\$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
Aging Services Programs	Health and Human Services Department	\$90,000

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *The purpose of this article is to set the annual spending limit for the various revolving funds that are established by Town By-Law in accordance with MGL Chapter 44 Section*

53E1/2. The law requires that the Town Meeting shall, on or before July 1 of each fiscal year, vote on the limit for each revolving fund established under this law the total amount that may be expended during the fiscal year. The law provides also that the limit on the amount that may be spent from a revolving fund may be increased with the approval of the Select Board and Finance Committee should the revolving activity exceed the spending limit, but only until the next Annual Town Meeting.

ARTICLE 22: APPROPRIATE TRANSPORTATION IMPROVEMENT FEES

To see if the Town will vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the sum of \$12,477.50 for the purpose of transportation infrastructure improvements, said sum to be spent under the direction of the Town Manager, or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 23: 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

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. The preliminary FY2020 Chapter 90 allocation for the Town is \$920,152. Unless circumstances require otherwise, the FY2020 Chapter 90 allocation will be directed to the design of the second phase of the downtown design improvement project.

ZONING / LAND USE ARTICLES

ARTICLE 24: AMEND ZONING BY-LAW – HIGHWAY COMMERCIAL 1 ZONING DISTRICT

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

1. Amend Section 2.1, Classes of Districts, by adding the following term and abbreviation under the subsection Industrial:

“HC1 -- Highway Commercial 1”

2. Amend Section 3.2, Schedule of Use Regulations, by adding a new Section 3.2.7 as follows:

“3.2.7 Uses in the Highway Commercial 1 District

3.2.7.1 Permitted Uses

The following uses are permitted within the Highway Commercial 1 District as a matter of right:

- (a) Uses exempt from local zoning control pursuant to M.G.L. Chapter 40A, Section 3.
- (b) Public parks and playgrounds, municipal buildings or uses.
- (c) Retail establishment or combination of retail establishments serving the general public where each establishment contains less than 10,000 square feet of floor area and where all items for sale or rent are kept inside a building.
- (d) Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises.
- (e) Craft, consumer or commercial service establishment dealing directly with the general public.
- (f) Laundry or dry cleaning pick-up station with processing done elsewhere.
- (g) Professional, business or administrative office, but not including any of the following: a medical clinic or Medical Services Building or medical, surgical, psychiatric, dental, orthodontic, or psychologist group practices comprised of three or more such professionals (hereinafter “Group Practices”) or physical therapy, alternative medicine practices, wellness treatments, including but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. “Professional” shall include professional medical, surgical, psychiatric, dental, orthodontic or psychologist practice by a group of two or fewer such professionals (“Non-group Practice”).
- (h) Bank or Credit Union.
- (i) Wholesale distribution facilities in an enclosed structure, excluding the storage of flammable liquids, gas or explosives.
- (j) Medical laboratory or laboratory engaged in scientific research and development, and experimental and testing activities including, but not limited to, the fields of biology, genetics, chemistry, electronics, engineering, geology, medicine and physics, which may include the development of mock-ups and prototypes.
- (k) Radio or television studio.
- (l) Light non-nuisance manufacturing, including but not limited to the manufacture of electronics, pharmaceutical, bio-pharmaceutical, medical, robotic, and micro-biotic products, provided that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor, and heat are effectively confined in a building or are disposed of in a manner so as not to create a nuisance or hazard to safety or health.
- (m) Telecommunications facility housed within a building.
- (n) Other customary and proper accessory uses incidental to lawful principal uses. Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption

on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9.

(o) More than one building on a lot.

(p) More than one use on a lot.

3.2.7.2 Uses Permitted By Special Permit

The following uses are permitted within the Highway Commercial 1 District upon the issuance of a Special Permit by the Special Permit Granting Authority under such conditions as they may require:

(a) Public light-rail train station.

(b) Adult day care facility.

(c) Private school, nursery, or kindergarten not otherwise classified under Section 3.2.7.1.

(d) Retail establishment or combination of retail establishments serving the general public where each establishment contains more than 10,000 but less than 25,000 square feet of floor area and where all items for sale or rent are kept inside a building.

(e) Equipment rental service but not including any business that uses outside storage.

(f) Hotel.

(g) Eat-in or take-out restaurant or other eating establishment except that a lunch counter incidental to a primary use shall be permissible by right.

(h) Veterinary office and/or treatment facility and/or animal care facility, including but not limited to, the care, training, sitting and/or boarding of animals.

(i) Indoor athletic or exercise facilities or personal fitness service establishment and/or outdoor pool(s) associated with such facilities.

(j) External automatic teller machine, drive-up window or auto-oriented branch bank accessory to a bank or credit union permitted under Section 3.2.7.1(h) hereof.

(k) Off-street parking for vehicles associated with a principal use located on a lot that comprises land in two or more districts where the use is not otherwise allowed in the district in which the parking is to be located.

l) Group Practices as defined in Section 3.2.7.1 and alternative medicine practices, physical therapy, and wellness treatments facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. Such uses may have customary and proper accessory uses incidental to the lawful principal uses, including but not limited to, pharmacies. If the principal use is located on the ground floor, then the affiliated pharmacy may be located there also.

(m) Live performance theaters, bowling alleys, skating rinks, billiard rooms, and similar commercial amusement or entertainment places.”

3. Amend Section 4.7.1, Specific Front Setbacks, by deleting the following provisions:
“(b) On the easterly side of Gould Street from Highland Avenue northerly to land of the New York, New Haven and Hartford Railroad Company, there shall be a fifty (50) foot building setback line;

(c) On the northerly side of Highland Avenue from Gould Street northeasterly to the property of the Commonwealth of Massachusetts, there shall be a fifty (50) foot building setback line.”
4. Amend Section 4, Dimensional Regulations, by adding a new Section 4.11 Dimensional Regulations for Highway Commercial Districts as follows:

“4.11 Dimensional Regulations for Highway Commercial Districts

4.11.1 Highway Commercial 1

Minimum Lot Area (Sq. Ft.)	Minimum Lot Frontage (Ft.)	Front Setback (Ft.) (1)	Side Setbacks (Ft.) (1) (3)	Rear Setback (Ft.) (3)	Maximum Height (Ft.) (1)	Maximum Lot Coverage (2) (4) (7)	Floor Area Ratio (5) (6)
20,000	100	5	10	10	70	65%	1.00

- (1) All buildings shall be limited to a height of 70 feet, except that, buildings within 50 feet of Highland Avenue and/or Gould Street shall be limited to a height of 54 feet unless the additional height is contained under a pitched roof or recessed from the face of the building in a manner approved by the Planning Board. Notwithstanding the forgoing, the Planning Board may allow by special permit a maximum height of up to 84 feet except within 50 feet of the aforementioned streets. If the height of a building is increased above the height of 54 feet, the front setback shall be increased to 15 feet and the side setback to 20 feet. Buildings and structures abutting Highland Avenue and/or Gould Street shall be set back at least 20 feet from said streets. Notwithstanding the location of any building and structures, a 20 foot landscaped, vegetative buffer area shall be required along the aforementioned street frontages in order to screen the development. Driveway openings, sidewalks, walkways and screened mechanical equipment shall be permitted in the buffer area. Structures erected on a building and not used for human occupancy, such as chimneys, heating-ventilating or air conditioning equipment, solar or photovoltaic panels, elevator housings, skylights, cupolas, spires and the like may exceed the maximum building height provided that no part of such structure shall project more than 15 feet above the maximum allowable building height, the total horizontal coverage of all of such structures on the building does not exceed 25 percent, and all of such structures are set back from the roof edge by a distance no less than their height. The Planning Board may require screening for such structures as it deems necessary. Notwithstanding the above height limitations, cornices and parapets may exceed the maximum building height provided they do not extend more than 5 feet above the highest point of the roof.
- (2) Maximum lot coverage shall be 65% for all projects. However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to 75%.
- (3) No side or rear yard is required for shared parking structures between adjoining properties, but only on one side of each lot, leaving the other side- or rear yards open to provide access to the interior of the lot.

- (4) A minimum of 20% of total lot area must be open space. The open space area shall be landscaped and may not be covered with buildings or structures of any kind, access streets, ways, parking areas, driveways, aisles, walkways, or other constructed approaches or service areas. Notwithstanding the preceding sentence, open space shall include pervious surfaces used for ways, access streets, parking areas, driveways, aisles, walkways, or other constructed approaches or service areas. (Pervious surfaces shall not preclude porous pavement, porous concrete, and/or other permeable pavers.)
- (5) A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board. In granting such special permit, the Planning Board shall consider the following factors: the ability of the existing or proposed infrastructure to adequately service the proposed facility without negatively impacting existing uses, including but not limited to, water supply, drainage, sewage, natural gas, and electric services; impact on traffic conditions at the site, on adjacent streets, and in nearby neighborhoods, including, but not limited to, the adequacy of the roads and intersections to safely and effectively provide access and egress; the environmental impacts of the proposal; and the fiscal implications of the proposal to the Town. In granting a special permit, the Planning Board shall also consider any proposed mitigation measures and whether the proposed project's benefits to the Town outweigh the costs and adverse impacts, if any, to the Town. Further, the Planning Board may allow a floor area ratio of up to 2.0, by special permit, where the applicant demonstrates, to the Board's satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area.
- (6) The calculation of floor area in determining floor area ratio shall not include parking areas or structures.

4.11.2 Supplemental Dimensional Regulations

- (1) Parking structures and surface parking lots may not be located such that they front on public parks.
- (2) Parking structures may have an active ground floor use, such as retail, office, institutional, or display, on sides facing a public way. Structured parking must be located at least 20 feet from adjacent buildings, but may be attached to the building it is servicing if all fire and safety requirements can be met.
- (3) Buildings must have a public entrance facing one street on which the building fronts.
- (4) Maximum uninterrupted facade length shall be 300 feet.

4.11.3 Special Permit Provision

The Planning Board may, by special permit, waive any or all dimensional requirements set forth above in this Section 4.11 (including sections 4.11.1 and 4.11.2), by relaxing each by up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law. This section does not authorize the Planning Board to waive the maximum height regulations or reduce the 20 foot landscaped buffer area requirement along the streets specified, except as specifically provided in Sections 4.11.1 and 4.11.2. (By way of example, a 15' front yard setback could be waived to 11.25'; the 65% lot coverage could be waived to 81.25%; or the 20,000 sq. ft. minimum lot area could be waived to 15,000 sq. ft.)"

5. Amend Section 5.1.3, Parking Plan and Design Requirements, by adding at the end of the second sentence of subsection (j) which reads “Such parking setback shall also be twenty (20) feet in an Industrial-1 District” the words “and Highway Commercial 1 District.”
6. Amend Section 7.2.5 of Section 7.2 Building or Use Permit, by adding after the words “Industrial-1 District,” in the first sentence, the words “Highway Commercial 1 District,”.
7. Amend Section 7.7.2.2, Authority and Specific Powers (of Design Review Board) by adding after the words “Industrial-1 District,” in the first sentence of the second paragraph, the words “Highway Commercial 1 District,”.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Explanation:

ARTICLE 25: AMEND ZONING BY-LAW – MAP CHANGE TO HIGHWAY COMMERCIAL 1

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

Place in the Highway Commercial 1 District all that land now zoned Industrial-1 and lying between the Circumferential Highway, known as Route 128/95 and Gould Street and between the Massachusetts Bay Transit Authority (M.B.T.A.) right-of-way and Highland Avenue. Said land is bounded and described as follows:

Beginning at a stone bound on the northerly layout line of Highland Avenue at the intersection of Gould Street as shown on a plan recorded at the Norfolk County Registry of Deeds, Plan No. 564 of 2001, Plan Book 489; thence turning and running southwesterly, westerly and northwesterly along a radius of 44.00 feet a distance of 80.06 feet to a stone bound on the easterly sideline of Gould Street; thence running northwesterly, northerly, and northeasterly along a curve of radius of 505.00 feet of said sideline of Gould Street a distance of 254.17 feet to a point on the said easterly sideline of Gould Street; thence running N10°49'50"E a distance of 284.29 feet to a point on the said easterly sideline of Gould Street at the intersection of TV Place, a privately owned Right of Way; thence continuing N10°49'50"E a distance of 160.00 feet more or less to a stone bound as shown on a plan recorded at the Norfolk County Registry of Deeds Land Court Case No. 18430I; thence continuing N10°49'50"E a distance of 84.82 feet to a stone bound located at the intersection of the easterly sideline of Gould Street and the southerly sideline of the M.B.T.A. Right of Way as shown on a plan recorded at the Norfolk County Registry of Deeds Land Court Case No. 18430; thence turning and running along said southerly M.B.T.A. Right of Way line northeasterly a distance of 1,219.55 feet to a point at the intersection of the westerly sideline of the Route 128 Right of Way and said southerly sideline of the M.B.T.A. Right of Way; thence turning and running S4°25'46"E a distance of 292.00 feet to a stone bound; then turning and running southwesterly along the Route 128 Right of Way a distance of 549.11 feet to a point; thence turning and running S13°34'58"W a distance of 451.02 feet to a point; thence turning and running S76°26'41"E a distance of 35.56 feet to a point; thence turning and running S13°34'58"W a distance of 67.34 feet to a point; thence running southwesterly along a curve of radius 245.45 feet a distance of 136.59 feet to a point; thence running southwesterly along a curve of radius 248.02 feet a distance of 38.04 feet to a point; thence running southwesterly along a curve of radius 1180.00 feet a distance of 140.09 feet to a point; thence turning and

running S42°43'47"W a distance of 42.52 feet to a stone bound located in the westerly sideline of the Route 128 Right of Way; thence turning and running S63°56'51"W a distance of 361.46 feet to the point of beginning.

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 26: AMEND ZONING BY-LAW – ACCESSORY DWELLING UNIT

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

8. Amend Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical order:

“Accessory Dwelling Unit (ADU) – An apartment in a single-family detached dwelling that is a second, self-contained dwelling unit and a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit is subordinate in size to the principal dwelling unit on a lot, constructed to maintain the appearance and essential character of the single-family dwelling.”

2. Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting immediately above the row that reads “Café or lecture room associated with a private school” a new entry, which shall read as follows:

<u>“USE</u>	<u>RRC</u> <u>SRA</u>	<u>SRB</u>	<u>GR</u>	<u>A-1,2</u> <u>& 3</u>	<u>I</u>	<u>IND</u>	<u>IND-1</u>
Accessory Dwelling Unit (See 3.15)	SP	SP	SP	SP	SP	SP	SP”

3. Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row that reads “Café or lecture room associated with a private school” a new entry, which shall read as follows:

<u>“USE</u>	<u>B</u>	<u>CSB</u>	<u>CB</u>	<u>ASB</u>	<u>HAB</u>
Accessory Dwelling Unit (See 3.15)	SP	N	N	SP	SP”

4. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.2, Uses Permitted by Special Permit, by inserting a new paragraph (c) that reads “Accessory Dwelling Unit under Section See 3.15” and by renumbering former paragraphs (c) thru (o) as (d) thru (p) respectively.

5. Amend Section 3, Use Regulations, by adding a new Section 3.15, Accessory Dwelling Units (ADUs), to read as follows:

“3.15 Accessory Dwelling Units (ADUs)

3.15.1 Intent

The intent and purpose of this section is to permit accessory dwelling units (ADUs) in single-family homes for occupancy by family and caregivers related to the owners of the property subject to the standards and procedures hereinafter set forth. It is also the intent to assure that the single-family character of the neighborhood will be maintained and that the accessory unit remains subordinate to the principal use of the living quarters.

3.15.2 Definition

The accessory dwelling unit (ADU) is an apartment in a second, self-contained dwelling unit as part of a single-family detached dwelling serving as a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit shall be subordinate in size to the principal dwelling unit on a lot, constructed to maintain the appearance and essential character of the single-family dwelling.

3.15.3. Use Regulations

Such accessory dwelling unit (ADU) shall be permitted upon the issuance of a Special Permit by the Board of Appeals under the following use regulations:

- (a) There shall be no more than one accessory dwelling unit on a lot to be located in the primary dwelling only, not in accessory buildings.
- (b) At least one of the units, the primary or accessory dwelling unit, shall be owner-occupied except for temporary absences of the owner as provided herein. For the purposes of this section, the "owner" shall be one or more individuals who constitute a family, who hold title directly or indirectly to the dwelling, and for whom the dwelling is the primary residence. Temporary absence of an owner of a property containing an accessory dwelling unit shall include an absence for a period of less than two years during which time the owner may rent the owner's unit as well as the second unit during the temporary absence provided:
 - (1) Written notice thereof shall be made to the Building Commissioner on a form prescribed by him.
 - (2) The owner shall be resident on the property for at least two years prior to and between such temporary absences.
- (c) Occupancy of the unit that is not owner-occupied unit shall be limited to a member of the owner's family related by first degree of kinship, marriage or adoption or by a caregiver for a member of the owner's family.
- (d) The size of the accessory dwelling unit shall be limited to 850 square feet of living space and no more than one bedroom.
- (e) Off-street parking shall be provided for residents of both units with a minimum of one parking space per unit. There shall be screening in the area between the parking space required for the

accessory dwelling unit and the nearest side lot line sufficient to minimize the visual impact on abutters such as evergreen or dense deciduous plantings, walls, fences, or a combination.

- (f) Adequate provisions for the proper disposal of sewage, waste, and drainage generated by the accessory dwelling unit shall be in accordance with Board of Health requirements.
- (g) Adequate provisions shall be required for compliance with the Massachusetts State Building Code for separate ingress and egress to the outside of each unit as determined by the Building Commissioner. To the extent possible, exterior passage ways and access ways shall not detract from the single-family appearance of the dwelling. An interior door way shall be provided between each living unit as a means of access for purposes of supervision and emergency response. All stairways to additional floors shall be enclosed within the exterior walls of the structure. Only one exterior entrance is allowed on a front facing façade of a dwelling with any other exterior entrances restricted to the side or rear of the structure.
- (h) The owner of record shall be responsible for submitting an accessory dwelling unit application to the Building Commissioner. Floor plans of the accessory unit and principal residence, along with a certified site plan, shall also be submitted with the application to the Building Commissioner. Appropriate fees as established and recorded shall be assessed for the initial application and each renewal of the occupancy permit as determined by the Building Commissioner.
- (i) The installation of the accessory dwelling unit shall require the issuance of a building permit by the Building Commissioner.
- (j) Occupancy of the accessory dwelling unit shall not take place without proof of the recorded Special Permit and an occupancy permit issued by the Building Commissioner. The initial occupancy permit shall remain in force for a period of five (5) years from the date of issue provided that ownership of the premises is not changed. Thereafter, permits may be issued by the Building Commissioner for succeeding five-year periods provided that the structure and use continue to comply with the relevant provisions of the State Building Code and Needham By-laws. Occupancy permits shall not be transferable upon a change in ownership or occupancy unless an affidavit is presented to the Building Commissioner attesting to the fact that the circumstances under which the occupancy permit was granted shall continue to exist in the future.
- (k) In the case that the accessory dwelling unit has violated the terms of the Special Permit or the lawful use of such unit has expired or been terminated, the Building Commissioner may, in addition to other remedies, order the removal of any one or more of the provisions that create a separate dwelling unit, such as living, sleeping, cooking and eating. Upon the close and approval of permits required to remove such components will return the property back to a lawful single-family dwelling.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

**ARTICLE 27: AMEND ZONING BY-LAW – DIMENSIONAL AND USE REGULATIONS
FOR THE TRANSIT ORIENTED DEVELOPMENT SUB-DISTRICT OF THE
LOWER CHESTNUT STREET OVERLAY DISTRICT**

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

1. Amend Section 3.9.3.2, Special Permit Uses, by adding the following language: “(e) within the Transit Oriented Development Sub-District (“TODD”), Multi-Family Dwelling development with dwelling units on the ground floor.”
2. By adding to the end of Section 3.9.4.1, Lot Area, Frontage and Setback Requirements, the following language:

“The following lot area, frontage, and setback requirements shall apply only to development in the TODD of the Lower Chestnut Street Overlay District:

(a) Minimum Lot Area: 15,000 square feet.

(b) Minimum Lot Frontage: 50 feet.

(c) Minimum Front Setback: The lesser of 5 feet from the front property line or the average setback of abutting buildings within 100 feet on the same side of the street as the proposed development.

(d) Maximum Front Setback. 150 feet from the front property line.

(e) Minimum Side and Rear Setback for Non-Multi-Family Dwelling-Only Developments:

(1) For lots abutting a residential district, fifty (50) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply. Where side and rear yard setbacks of fifty (50) feet are required, the twenty-five (25) feet closest to the district boundary and all other requirements of Sections 4.4.8.2 and 4.4.8.5 shall apply. The remaining twenty-five (25) feet may be used for an accessory use, not including a building or structure. By special permit from the Planning Board, however, an underground parking structure may be permitted within the fifty (50) foot side and rear yard setbacks provided that the garage structure shall be located entirely below the grade of the existing lot and set back at least ten (10) feet from the district boundary or ten (10) feet from the lot line, whichever is greater, and the twenty-five (25) feet closest to the district boundary shall be suitably landscaped over the surface of the garage structure in accordance with Section 4.4.8.5.

(2) For lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of twenty-five (25) feet from the lot line abutting the MBTA right-of-way, and the first ten (10) feet of the setback shall be suitably landscaped and not used for any other purpose, including an accessory use, except that within said ten (10) feet the Planning Board may grant a special permit for surface parking, provided that the parking area is suitably landscaped. The remaining fifteen (15) feet may be used for an accessory use, not including a building or structure, except that within said fifteen (15) feet an underground parking structure is permitted if located entirely below the grade of the existing lot.

(f) Multi-Family Dwelling-Only Development – Minimum Side and Rear Setback:

(1) For Multi-Family Dwelling-only development on lots abutting a residential district, five (5) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply.

- (2) For Multi-Family Dwelling-only development on lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of five (5) feet from the lot line abutting the MBTA right-of-way, which area shall be suitably landscaped and not used for any other purpose.”
3. By adding to the end of Section 3.9.4.2, Building Height Requirements, the following language:
- “The maximum building height in the TODD of Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of six (6) stories and eighty (80) feet, provided that the sixth story is located under a pitched roof or recessed from the face of the building, as shown in the Design Guidelines under Section 3.9.8 below.
- Buildings in the TODD of the Lower Chestnut Street Overlay District shall not be further subject to the maximum height regulations of the underlying district, as contained in Section 4.4.3.”
4. Amend Section 3.9.4.3, Building Bulk and Other Requirements, by adding at the end of the section the following language: “The provisions of subsection (b) (2) shall not apply to development within the TODD of the Lower Chestnut Street Overlay District”.
5. Amend Section 3.9.5, Off-Street Parking, by:
- Adding a new subsection (a) (3), which shall read as follows:
- “(a)(3) For dwelling units in a Multi-Family Dwelling-only development within the TODD, the minimum number of off-street parking spaces shall be one space per bedroom.”; and
- Adding a new subsection Section 3.9.5(c), which shall read as follows:
- “Within the TODD, in addition to the requirement for bicycle racks under Section 5.1.3(n) for a mixed use building, mixed-use development, or a Multi-Family Dwelling-only development, bicycle racks facilitating locking shall be provided to accommodate one bicycle for every two (2) dwelling units.”
6. By adding a new Section 3.9.6.1, Affordable Housing in the TODD, which shall read as follows:
- “Within the TODD, mixed-use buildings, mixed-use developments, and Multi-Family Dwelling-only developments with six or more dwelling units shall include affordable housing units as defined in Section 1.3 of the By-Law. The following requirements shall apply to a development that includes affordable units:
- (a) The floor area of the affordable units shall not be counted for purposes of determining the maximum floor area permitted under Section 3.9.4.3.
- (b) All other requirements of Section 3.8.6 shall apply.”
7. By adding a new Section 3.9.9, Drive Aisle Requirements in the TODD, which shall read as follows:
- “Notwithstanding the provisions of Section 5.1.3(i), within the TODD of the Lower Chestnut Street Overlay District, the minimum width of aisles within parking areas providing access to parking spaces for one-way traffic for a Multi-Family-only Dwelling shall be 20 feet, with a 25-foot turning radius throughout in order to accommodate fire truck movements.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Explanation:

**ARTICLE 28: AMEND ZONING BY-LAW – MAP CHANGE TO CHESTNUT STREET
BUSINESS DISTRICT AND LOWER CHESTNUT STREET OVERLAY
DISTRICT**

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

- (a) Place in the Chestnut Street Business District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (M.B.T.A.) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled “RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)...” dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

- (b) Place in the Lower Chestnut Street Overlay District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (M.B.T.A.) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said district over the Chestnut Street Business District as noted above, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled “RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)...” dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 29: AMEND ZONING BY-LAW – MAP CHANGE TO TRANSIT ORIENTED DEVELOPMENT SUB-DISTRICT OF LOWER CHESTNUT STREET OVERLAY DISTRICT

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

- a) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and depicted on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being of property now or formally owned by Joseph and Giselda Cucci more particularly bounded and described as follows: Beginning at a point on the most southwesterly corner opposite station 476+75.57 of the monumented railroad base line as shown on said plan; thence running NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 374.84 feet to a point on the northwesterly corner of land now or formerly of MBTA Right of Way; thence turning and running SOUTHEASTERLY by a curve having a radius of 478.68 feet and a distance of 487.77 feet to a point on the westerly side of the Chestnut Street Right of Way; thence turning and running in the SOUTHERLY direction along the Chestnut Street Right of Way a distance of 44.5 feet to a point on the MBTA Right of Way; thence turning and running in the WESTERLY direction along said MBTA Right of Way a distance of 228.81 feet to a point; thence turning and continuing in the WESTERLY direction along said Right of Way a distance of 108.53 feet to a point; thence turning and running in the NORTHERLY direction along said Right of Way a distance of 136.06 feet to a point; thence turning and running in the WESTERLY direction a distance of 110.10 feet to the point of beginning. Containing 100,470 square feet more or less.

- (b) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and located in the Massachusetts Bay Transit Authority (M.B.T.A.) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled “RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)...” dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC,

thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 30: APPROPRIATE FOR FIRST BAPTIST CHURCH PORCH PRESERVATION

To see if the Town will vote to raise and/or transfer and appropriate a sum for the First Baptist Church Porch Preservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 31: APPROPRIATE FOR MODERNIZATION AND REDEVELOPMENT OF AFFORDABLE HOUSING CONSULTANT

To see if the Town will vote to raise and/or transfer and appropriate a sum for a modernization and redevelopment of affordable housing consultant, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 32: APPROPRIATE FOR FISHER STREET TRAILHEAD DESIGN

To see if the Town will vote to raise and/or transfer and appropriate a sum for the Fisher Street Trailhead design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 33: APPROPRIATE FOR TOWN COMMON RENOVATION DESIGN

To see if the Town will vote to raise and/or transfer and appropriate a sum for the Town Common renovation design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 34: APPROPRIATE FOR PASSIVE RECREATION IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate a sum for passive recreation improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 35: APPROPRIATE FOR ROSEMARY LAKE TRAIL PROJECT

To see if the Town will vote to raise and/or transfer and appropriate a sum for the Rosemary Lake Trail project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 36: APPROPRIATE FOR CRICKET FIELDHOUSE RENOVATIONS

To see if the Town will vote to raise and/or transfer and appropriate a sum for Cricket Fieldhouse renovations, 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 [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 37: APPROPRIATE FOR CRICKET FIELD RENOVATIONS

To see if the Town will vote to raise and/or transfer and appropriate a sum for Cricket Field renovations, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 38: APPROPRIATE FOR PLAYGROUND IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate a sum for playground improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from [source]; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 39: 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 FY2020 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
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Reserves:

B. Community Preservation Fund Annual Reserve	\$845,546
C. Community Housing Reserve	\$312,071
D. Historic Resources Reserve	\$0
E. Open Space Reserve	\$312,071

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.

CAPITAL ARTICLES

ARTICLE 40: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$6,907,752 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that \$6,788,252 be transferred from Free Cash; that \$9,500 be transferred from Article 42 of the 2013 Annual Town Meeting for the DPW Boiler Replacement Design, that \$10,000 be transferred from Article 39 of the 2015 Annual Town Meeting for the High School Locker Reconfiguration & Addition, and that \$100,000 be transferred from Article 4 of the 2017 May Special Town Meeting for the DPW Boiler Replacement Design, Energy Efficiency Upgrade Improvements, and the High School Locker Reconfiguration & Addition, or take any other action relative thereto.

Group	Description	Recommended	Amendment
Community Services	Center at the Heights Computer Lab	\$50,000	
Community Services	Library Furniture Replacement	\$112,960	
DPW	DPW Boiler Replacement 470 Dedham Avenue	\$50,000	
DPW	Public Works Infrastructure Program	\$2,169,550	
DPW	Specialty Equipment - Tractor	\$68,000	
DPW	Traffic Improvements	\$50,000	
DPW	Transfer Station Property Improvements	\$295,000	
General Government	Town Multi-Function Printer Devices	\$35,600	
General Government	Town Offices Replacement Furniture	\$25,000	
Multiple	Building Management System Upgrade	\$392,000	
Multiple	Fleet Replacement Program	\$1,270,648	
Public Safety	Personal Protective Equipment	\$43,424	
Public Safety	Police and Fire Mobile and Portable Radios	\$617,550	
Public Safety	Public Safety Desktops, Printers and Peripherals	\$200,000	
Public Safety	Public Safety Mobile Devices	\$35,000	
Public Schools	Energy Efficiency Upgrade Improvements	\$57,000	
Public Schools	High School Locker Reconfiguration & Addition	\$50,000	
Public Schools	Mitchell School Restroom Upgrades	\$67,000	
Public Schools	Newman Preschool Playground Custom Shade Shelter	\$69,200	
Public Schools	Newman School Gym Floor	\$275,000	
Public Schools	Pollard School Blue & Green Gym Score Boards	\$30,000	
Public Schools	School Furniture & Equipment	\$35,000	
Public Schools	School Master Plan Supplement	\$125,000	
Public Schools	School Photocopier Replacement	\$52,470	
Public Schools	School Technology Replacement	\$632,350	
Public Schools	Sustainable Building Management Facility Assessment (Broadmeadow & Eliot)	\$100,000	
		\$6,907,752	

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Center at The Heights Computer Lab

The purpose of this request is to replace the hardware and upgrade software associated with the Center at The Heights (CATH) Computer Lab. This will include desktops, laptops, servers, switches, firewall, and software upgrades. New models will take advantage of upgraded operating systems and faster processors to better serve the users of the Computer Lab.

Library Furniture

This request is for the second year of a four-year plan to replace library furniture. The Library has been open to the public for more than twelve years, and, due to heavy use, the furniture is beginning to show wear and tear. This request is to replace the community room audience stackable chairs.

Dpw Boiler Replacement Design/470 Dedham Avenue

This funding will support design of the replacement of the DPW/470 Dedham Avenue boiler with two high efficiency condensing boilers. The increase to two boilers is based on both the need for redundancy in the heating season and the desire to improve energy efficiency. The boiler at the DPW was installed in 1961 and is past its useful life. This project may be eligible for energy efficiency rebates to offset the cost of buying a more efficient model. The project includes the upgrade of heat piping throughout the building with the assumption that the building will need to remain in use for the foreseeable future.

Public Works Infrastructure Program

The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks, and culverts. This program consists of multiple categories, each with their own sub-projects. This year's request includes funding for street resurfacing, the sidewalk program, bridge repairs, storm drain capacity improvements and storm drain system repairs.

Street Resurfacing

The Town has 279 lane miles of accepted road that require maintenance. The average lifecycle of a road is 15 to 20 years. Specialized surface treatments can be applied within this period of time to sustain or extend the lifecycle of the roadway based on usage. The Town targets 17 lane miles of road per year in order to resurface roads before they reach the end of their lifecycle. These roads are prioritized based on a pavement condition index (PCI). The Town targets roads with a PCI of less than 70 for resurfacing and specialized treatment, and less than 60 for repair and renovation. The primary strategy of this program is asphalt paving and incidental work, including asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Target funding for street resurfacing in FY2020 is \$924,550.

Roadway Reconstruction

Town evaluates the sight distance, drainage, handicap ramps, sidewalks, subsurface utilities, public utility poles and overhead utilities of all roads. The physical condition of roads to be considered for full reconstruction includes shape, foundation and traffic volume. This is a multi-year process requiring surveying, designing, utility evaluation and construction. Some of the roads that may be targeted for full reconstruction in the future include: Marked Tree Road, Nehoiden Street, Kingsbury Street, sections of Central Avenue, and Webster Street from Dedham Avenue to South Street. No funding is allocated to the Roadway Reconstruction category in FY2020.

Guardrail

Many of the Town's guardrails are noncompliant and the DPW is preparing a plan to systematically upgrade existing guardrails to make them both compliant and aesthetically pleasing. No funding is proposed for this category in FY2020.

Sidewalk Program

This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham. Over half of the Town's sidewalks do not comply with current standards and require significant improvements, including the installation of handicapped ramps. Sidewalk improvements must comply with Federal and State laws and construction standards. Target funding for the sidewalk program in FY2020 is \$512,500.

Traffic Signal & Intersection Improvements

This Program will fund traffic signal improvements, intersection improvements, and new traffic signal installations where none currently exist. In FY2020, DPW will evaluate intersection prioritization for future projects.

Bridge Repairs

Surrounded on three sides by the Charles River, the Town jointly maintains a number of bridges with neighboring communities. The Massachusetts Bridge Inspection Program has identified a number of bridges that have some level of deficiency and has recommended repairs. Target funding for bridge repair in FY2020 is \$100,000 (Newell's Bridge on Central Avenue into Dover – Design).

Storm Drain Capacity Improvements

This Program provides funding to improve roadway drainage capacity. The Town's Stormwater Master Plan identified a number of areas throughout Needham where improvements are required to resolve flooding problems and illicit discharge. Since the issuance of the Stormwater Master Plan numerous multi-unit developments have been built in the Town of Needham. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2020 target funding of \$362,500 is planned for Ardmore Road and Hunnewell Street storm drain construction.

Storm Drain System Repairs

This Program provides funding to repair failing storm drainage infrastructure within Town easements that have been discovered through investigation work. These projects will include the replacement of existing culverts that have deteriorated over time and are restricting flow. This work will eliminate flooding and capacity issues in the immediate vicinity. Unless circumstances dictate otherwise, FY2020 funding in the amount of \$270,000 is targeted for construction activities at 470 South Street.

Brooks and Culverts – Repair and Maintenance

Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the situation has resulted in the loss of useable abutting property and flooded basements. No funding is proposed for this category in FY2020.

DPW Specialty Equipment

Unit	Division	Year	Replacement	Amount
351	Parks & Forestry/DPW	2002	Tractor to be replaced in kind	\$68,000

Traffic Improvements

This funding would support projects that are recommended by the DPW and the Traffic Management Advisory Committee (TMAC). These recommendations include items such as permanent speed monitoring devices, traffic calming measures, and school zone enhancements. The proposed funding will support one or two construction-related requests per year, such as 500 feet of roadway granite curb installation, two school zone installations, two average traffic calming installations, several radar sign installations or sign and/or pavement markings.

Transfer Station Property Improvements

This request is to fund improvements to the Recycling & Transfer Station (RTS) facility to increase efficiency, comply with regulatory requirements, and improve the facility function. Presently the RTS is accessible to the public after hours. The installation of fencing will minimize public access and increase security. The Town is under obligation to separate the composting operations from the wetlands. Finally, the installation of an extended scale will accurately determine the weights of materials being shipped out of or dropped off at the RTS.

Town Multi-Function Printer Devices

This funding will allow for the replacement of multi-function copier/printers in the four primary Town locations (Town Hall, Public Services Administration Building, Public Safety, and Center at the Heights) as part of a planned replacement schedule. There are nine of these devices, only three of which were not purchased as part of the original construction project. Several of these devices are currently over six years old, and one over eight years old. The cycle for replacement of these multi-function printers is seven years.

Town Office Furniture Replacement

Furniture in heavy use is in need of replacement at the Public Services Administration Building and Town Hall, which opened in 2010 and 2011 respectively. The \$25,000 requested in Fiscal Year 2020 will allow for the purchase of replacement furniture including tattered audience chairs in Powers Hall and the conference tables in the Public Services Administration Building.

Building Management System Upgrade

The Town maintains a Building Management System (BMS) to manage the heating, ventilation, and air conditioning (HVAC) for all major facilities throughout Town. This system consists of internal sensors in the HVAC components and a back-end software product that allows Building Maintenance staff to review and diagnose HVAC issues both remotely and on-site. This system is critical to the maintenance of healthy air temperature within the buildings. Currently, the Town has three separate systems. This request is to upgrade and standardize all of the existing systems so that the Town is only maintaining one system. The system will work with all of the controls in all buildings, with the exception of the Newman School, which will require a conversion of the controls in order for this new system to communicate. The new system will simplify the hardware and software in each building, be more user friendly, and allow integration with the afterhours permitting system.

General Fund Fleet Replacement Program

The Town's fleet replacement program was established in FY2015. The program includes a budget and schedule for the Town's rolling stock fleet of appropriately 220 vehicles, trailers, and large specialized attachments and the School Department fleet of 14 vans and buses. General purpose vehicles include pickup trucks, a variety of sedans, SUV's, vans, and police vehicles (87). They comprise approximately 39 percent of the entire fleet. General purpose vehicles are utilized in every department and are relatively inter-changeable. The replacement of these vehicles can proceed on a regular schedule and should be part of the of the Town's recurring costs. The Town relies on a number of trailers for the purpose of moving tools and equipment, hauling trash and debris, and transporting special equipment. The Town has 47 trailers which represents approximately 23 percent of the fleet. Specialized, high value vehicles and snow and ice equipment comprise the other 38 percent of the fleet. These vehicles and equipment are just as integral to Town operations as the general purpose vehicles, but serve the unique purposes of specific departments or divisions. Included in this group are the high value vehicles such as ambulances, large dump trucks, fire engines, street sweepers, and others for which appropriations need to be planned. Unless circumstances require otherwise, the proposed FY2020 fleet replacement schedule is as follows.

General Fund Fleet Program – General Purpose Vehicles

UNIT	DIVISION	YEAR	REPLACEMENT	AMOUNT
457	Building	2006	Ford Taurus to be replaced by Toyota FAV4 or similar	\$33,085
C-42	Fire	2013	Explorer to be replaced by an SUV	\$35,249
2	Fleet/DPW	2010	Ford F150 to be replaced in kind	\$37,060
92	Engineering/DPW	2012	Ford Explorer to be replaced by Ford Van	\$41,550
57	Highway/DPW	2012	Ford F350 to be replaced in kind	\$63,804
705	Building Maintenance/DPW	2006	Ford E250 to be replaced by Ford F150	\$37,060
715	Building Maintenance/DPW	Addition to Fleet	Ford Van	\$43,709
56	RSD/DPW	2010	Ford F150 to be replaced by Ford F250	\$50,332
Bus 14	Needham Public Schools	2012	School Bus to be replaced in kind	\$81,942
Van 1	Needham Public Schools	2011	Ford E150 Van to be replaced by similar passenger van	\$38,388
Van 2	Needham Public Schools	2011	Ford E150 Van to be replaced by similar passenger van	\$38,388

General Fund Fleet Replacement – Specialized Equipment

UNIT	DIVISION	YEAR	REPLACEMENT	AMOUNT
256	Parks & Forestry/DPW	2008	Brush Bandit Chipper	\$64,936
38	Parks & Forestry/DPW	2007	Aerial Lift	\$274,434

General Fund Fleet Replacement – Snow & Ice Equipment

UNIT	DIVISION	YEAR	REPLACEMENT	AMOUNT
102	Highway/DPW	2008	Large Tractor to be replaced in kind	\$252,140
107	Highway/DPW	2008	Sidewalk Tractor Plow to be replaced in kind	\$178,571

Truck Classification

Class 1 = Smallest Pick-up Trucks 6,000 lbs.

Class 2 = Full Size or 1/2 Ton Pick-up Trucks 6K to 10K lbs. (ex Ford F150 and F250)

Class 3 = Heavy Duty Pick-up Trucks 10K to 14K lbs. (ex Ford F350)

Class 4 = Medium Size Work Trucks 14K to 16K lbs. (ex Ford F450)

Class 5 = Medium Job Trucks 16K to 19.5K lbs. (ex Ford F550)

Class 6 = Medium to Large Trucks 19.5K to 26K (ex Ford F650)

Class 7 = Heavy Duty Trucks 26K to 33K (ex Ford F750) Requires Class B Commercial

Class 8 = Largest Heavy Duty Trucks 33K lbs. or more (ex 18-wheeler)

Personal Protective Equipment – Bunker Gear

This request is to replace Personal Protective Equipment (“PPE” or “bunker gear”) for 20% of all firefighting personnel on an annual basis. The PPE requested includes boots, firefighting pants and coat. Firefighting personnel regularly work in toxic environments caused by spills, chemical releases and the products of combustion. Further, the toxicity of these carcinogens appears to be greater and more concentrated, due to the widespread use of synthetic and petroleum based building materials and furnishings found in modern construction. These contaminants, chemicals, toxins and carcinogens adhere to firefighters' bunker gear, thus creating a lingering exposure concern. Current safety practices dictate that firefighters be issued two sets of PPE, so that once contaminated the equipment can be washed and dried in equipment designed specifically for that purpose. Maintaining a second set of PPE allows for contaminated equipment to be washed and dried properly, while allowing personnel to remain available to respond to calls.

Police and Fire Mobile And Portable Radios

Radios are the primary communication tool between Fire and Police staff in the field and the dispatch center. Current radios have been discontinued by the manufacturer, or are at the end of their useful life. This funding will support the replacement of Police cruiser radios, Police portable radios, Fire portable and mobile radios, and Emergency Management portable radios.

Police and Fire Mobile And Portable Radios

Radios are the primary communication tool between Fire and Police staff in the field and the dispatch center. Current radios have been discontinued by the manufacturer, or are at the end of their useful life. This funding will support the replacement of Police cruiser radios, Police portable radios, Fire portable and mobile radios, and Emergency Management portable radios.

Public Safety Desktops, Printers And Peripherals

This request is to provide hardware for locations within the new public safety buildings. An estimated ninety (90) desktops and laptops are required. The majority of this hardware is located in the Fire Department, where there are few if any devices available currently. Often staff members in both Police and Fire are sharing equipment, requiring them to wait for others to finish their work. There are no available desktops or laptops for officers to use for online training or meetings.

Public Safety Mobile Devices

This funding will replace laptops and tablets that are used in the Needham Police and Fire Department Vehicles. The hardware is used to access multiple applications during daily operations. The hardware communicates with the Public Safety CAD software as well as State and Federal databases. The devices themselves are hardened military specification hardware manufactured for use in more intensive environments than normal off the shelf hardware.

Energy Efficiency Upgrade Improvements

An energy efficiency study was conducted for ten municipal buildings in 2011. The results of this study illustrate that if the Town makes an investment in recommended energy upgrades, the cost of these upgrades will pay for themselves within ten years. Unless circumstances require otherwise, FY2020 improvements will include the installation of bi-lighting throughout the building hallways to improve lighting at the Pollard Middle School, and the retro-commissioning of the HVAC at the High Rock School.

High School Locker Reconfiguration

This funding would support the reconfiguration of student physical education lockers at Needham High School to accommodate the increased student population. Currently, there are 508 lockers at the High

School. The project will add 111 lockers in the boys' locker room and 104 lockers in the girls' locker room. Currently, each locker room has small, medium and large lockers. The reconfiguration would remove the doors and frames from the medium and large lockers, and would create three new, small lockers from every two medium lockers, and three new small lockers from every one large locker. (The existing small lockers would remain unchanged.) Additionally, a new bank of 30 lockers would be added in the boys' locker room, and 24 new lockers will be added in the girls' locker room.

Mitchell School Restroom Upgrades

There are currently six restrooms at the Mitchell that are not ADA/MAAB accessible. Many of the existing plumbing fixtures are 40 to 60 years old. The current stalls are not the proper size and do not have grab bars, the urinals and dispensers are not set at the proper height, the sinks do not have insulated pipes, and the restrooms do not have the minimum clearance or appropriate turning radius. The restrooms will be upgraded to meet ADA/MAAB requirements.

Newman Preschool Playground Custom Shade Shelter

The Newman Preschool playground is situated in a part of the school that has constant sunlight. Access to the playground is limited to cloudy days or to mild weather, given that there is no available shade. About half of the children who attend the preschool are identified as having special needs, and many struggle with their social-emotional skills. A custom shade shelter would increase the students' comfort and access to the playground, which in turn would create more meaningful social opportunities for them during the day.

Newman School Gym Floor

The floors at the Newman School gym are original to the building. Over the years, they have been subject to buckling. This buckling has accelerated in the past few years, making the conditions in the gym potentially unsafe. Due to the presence of asbestos-containing materials in the subfloor, temporary repairs are not possible. The existing flooring will be removed, the asbestos containing materials will be abated, and new wood sports flooring will be installed.

Pollard School Blue And Green Gym Score Boards

The Department is in the process of designing upgrades for both the Blue and Green gyms at the Pollard Middle School. These upgrades include replacement of the rubber flooring, replacement of siding, painting, and installation of padding, backboards, and winch mechanisms on the basketball hoops. In the Green gym, two sections of pull-out seating will be installed to accommodate classes. After those upgrades are made, the existing scoreboards will need to be replaced – they are beyond their useful life and the technology is outdated. They also contain incandescent bulbs, which are not energy efficient. The scoreboards in both gyms will be replaced with updated, electronic LED scoreboards. Shot clocks will be installed that have wireless controls and technology.

School Furniture & Equipment

In FY2005, Town Meeting approved funding to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY2015, all furniture in poor condition was replaced in the schools. The FY2020 funding request will continue the replacement of furniture in fair condition at the Pollard School, provide funding for new classroom furniture as needed, and will address targeted furniture needs at Eliot and Mitchell Schools.

School Master Plan Supplement

Capital planning for the School Department has grown increasingly complex, given the pressing needs of accommodating Full-Day Kindergarten, providing capacity for a growing enrollment, and repairing and renovating aging facilities. These needs have made it difficult for the School Committee to prioritize the capital needs on the planning horizon. Meeting the identified needs within available resources and

reasonable timeframes will require the School Department to carefully consider all of the possibilities and options for prioritizing and scheduling building projects going forward. The proposed study would develop recommendations for long-range school capital plans under different enrollment scenarios/trajectories and the practical considerations of aging buildings. Potential recommendations could involve other buildings and/or non-building solutions like redistricting.

School Photocopier Replacement

In May of 2003, Town Meeting authorized first year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets etc. Currently the School Department owns 45 copy machines. Copier replacement is planned on a life-cycle basis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers which are heavily used are replaced more frequently than copiers that are lightly used. This analysis assumes that copiers can be re-deployed around the District as needed, to better match projected usage with equipment capacity.

School Technology Replacement

The FY2020 request would fund the purchase of School Department technology, including desktop computers, printers, interactive white boards (IWBs), specialized instructional labs, projectors, video displays, security cameras and electronic door access controllers. The request also incorporates funding for school technology infrastructure, which consists of servers, network hardware, wireless infrastructure, data cabling and access points. The FY2020 request consists of \$519,350 for hardware (computers, printers, interactive white boards, door access controllers, projection screens and TV studio) and \$113,000 for infrastructure replacement (servers, network hardware, wireless data cabling and access points).

Facility Assessment For Sustainable Building Management

A facility assessment helps to guide major repairs and upgrades that may be required to ensure that older buildings remain sustainable. The Broadmeadow and Eliot Elementary Schools are approaching 20 years old, and may require upgrades beyond general maintenance. Many of the systems within the buildings, including heating, ventilation, and air conditioning (HVAC), boilers, and plumbing, are reaching the end of their useful life. A facility assessment will be conducted to determine the condition of the facility and to identify any major repairs and replacement needs.

ARTICLE 41: APPROPRIATE FOR ATHLETIC FACILITY IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$2,500,000 for athletic facility improvements 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 42: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$201,487 for Sewer 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 Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Sewer Pump Station Improvements

The Town maintains nine sewer pump stations at elevations below the gravity system. Without these stations, sewage would not enter the Town's sewerage system at these locations. This project will fund the design and engineering of the replacement of the Lake Drive pump station. The pump station at this location is beyond its useful life and requires constant maintenance. The pumps are failing more frequently due to electrical or mechanical issues and require more personnel time and emergency funds to keep the station running. The plan is to replace the existing canister pump station with a new canister pump station.

Sewer Fleet Replacement – Specialized Equipment

Unit	Division	Year	Replacement	Amount
35	Sewer/DPW	1999	Catch Basin Cleaner to be replaced in kind.	\$201,487

ARTICLE 43: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$1,600,000 for sewer system rehabilitation, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that \$800,000 be transferred from Sewer Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow \$800,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; 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 Chapter 44, Section 20 of the General Laws, 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town recently completed a study identifying priority areas for inflow and infiltration removal for the next ten years. The Town of Needham, along with numerous other communities, is under Administrative Orders from the Department of Environmental Protection (DEP) to identify and remove Infiltration and Inflow (I/I) in existing sewer systems. Infiltration is defined as groundwater or storm water runoff that enters the system through deteriorated pipe or manhole structures that need to be repaired. Inflow is defined as clean, non-septic water, which is introduced to the system. This water is generally produced by residential sump pumps that drain basements. Unless circumstances require otherwise, this funding will support the design of the removal of the remaining locations of identified infiltration in the system by methods including replacing sewer manholes, lining sewer mains, replacing sewer mains and services, and testing and sealing joints.

ARTICLE 44: APPROPRIATE FOR WATER DISTRIBUTION SYSTEM IMPROVEMENTS

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$4,791,500 for Water Distribution System Improvements, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that \$291,500 be transferred from Water Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow \$4,500,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; 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 Chapter 44, Section 20 of the General Laws, 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Water System Rehabilitation

Through the Water System Rehabilitation Program, the Town's water infrastructure is continually evaluated to assess functionality and performance, and to identify areas in need of repair. Water infrastructure requires ongoing attention and periodic replacement, and portions of the Town's water infrastructure are 75+ years old and approaching the end of their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a continual supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, the FY2020 funding will support the replacement of water mains on Bennington Street from High Street to Concord Street, Country Way, and Alder Book Lane, and the design of water main replacement under Rosemary Lake.

Failing Lined Water Main Replacement

The existing water line dates from 1936-1939 and is cast iron with bitumastic or coal tar liner. The lining of these pipes breaks down over time, causing discoloration in the water and concern for the water quality in the areas serviced by this line. The Town began addressing this issue in 2008, when there was approximately 19,000 linear feet of piping in need of replacement. This funding will complete the project and replace the remainder of existing pipe – 5,500 linear feet of 14” water main – with a new 16” water main on Central Avenue from the intersection of Pine Street, and Marked Tree Road to High Rock Street. This project will include replacing the pipe and reconstruction of the road.

TOWN RESERVE ARTICLES

ARTICLE 45: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$75,000 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 raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town’s athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park Field Complex. **The balance in the fund as of March 30, 2019 was \$XX.**

ARTICLE 46: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$166,612 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: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Explanation: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2004 Annual Town Meeting under Article 58 approved the creation of Capital

Improvement Stabilization Fund for the purpose of setting aside funds for time-sensitive and critical capital item(s) at times when ordinary funding sources are limited or not available. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The recommended appropriation of is equal to the amount that the Town received from the sale of surplus equipment during FY2017. This was one of the sources identified to be contributed to the fund. The balance in the fund as of **March 30, 2019 was \$XX.**

ARTICLE 47: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum 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 raised from the Tax Levy, and that \$X be transferred from XX; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2007 Annual Town Meeting under Article 10 approved the creation of the Capital Facility Fund, as part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation, or reconstruction relating to the structural integrity, building envelope, or MEP (mechanical, electrical, plumbing) systems of then-existing capital facilities. **The balance in the fund as of March 30, 2019 was \$XX.**

ARTICLE 48: APPROPRIATE FOR WORKERS COMPENSATION RESERVE

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$283,706 to the Workers Compensation Reserve Fund, said sum to be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. . **The balance in the Reserve as of March 30, 2019 was \$XX.**

GENERAL ARTICLES & CITIZENS PETITIONS

ARTICLE 49: AMEND GENERAL BY-LAW/SELECT BOARD

To see if the Town will vote to amend the General By-Laws by To see if the Town will vote to amend its General By-laws by deleting where ever they appear the word “Selectmen” and the term “Board of Selectmen” and replacing them with the term “Select Board” except in Section 1.9 where the word “Selectmen” be replaced by the term “Select Board Members”; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The 2018 Annual Town Meeting approved a home rule petition to change the title of the Board of Selectmen to “Select Board.” Chapter 341 of the Acts of 2018 changed the title in the entire Town Charter. Town Meeting action is needed to change the terms “Selectmen” and “Board of Selectmen” where they appear in the General By-Laws of the Town.

ARTICLE 50: AMEND GENERAL BY-LAW/ELECTION OF OFFICERS

To see if the Town will vote to amend the General By-Laws by deleting Section 1.9 (k) and inserting in place thereof the following: “(k) Five members of the Board of Health for a term of three years.”; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The 2018 Annual Town Meeting approved a home rule petition to change the number of members of the Board of Health from three to five. Chapter 341 of the Acts of 2018 changed the composition of the Board of Health in the Town Charter. Town Meeting action is required to make the same change to the General By-Laws of the Town.

ARTICLE 51: ADOPT M.G.L. C. 44 SECTION 53F ½ - STORMWATER ENTERPRISE FUND

To see if the Town of Needham will accept the provisions of Chapter 44, § 53F½ of the Massachusetts General Laws to establish a stormwater utility as an enterprise fund effective fiscal year 2021; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 52: EXTINGUISH SEWER EASEMENT

To see if the town will vote to authorize the Select Board to extinguish a sewer and drain easement from Greendale Avenue to the Route 128 Right-of-Way; more fully described in an order of taking number 1959-4, dated July 14, 1959 and recorded at the Norfolk County Registry of Deeds in Book 3743, Page 551; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The developer of Modera Needham received a Comprehensive Permit issued by the Zoning Board of Appeals to allow the development of its project on Greendale Avenue. After the developer relocated the Town's sewer line at its expense, the Select Board authorized the developer to encroach on the existing sewer easement to construct the facility. This action by Town Meeting is required to authorize the Select Board to extinguish the existing sewer easement as it is no longer needed.

ARTICLE 53: AMEND GENERAL BY-LAW/STRETCH ENERGY CODE

To see if the Town will vote to amend its General By-Laws by adding thereto Section 3.10 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments, or modifications thereto, as set forth below; or take any action relative thereto.

Section 3.10 STRETCH ENERGY CODE

3.10.1 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

3.10.2 Purpose The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

3.10.3 Applicability This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.

3.10.4 Stretch Energy Code The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this section.

3.10.5 Enforcement The Stretch Energy Code is enforceable by the Building Commissioner effective January 1, 2020.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 54: HOME RULE PETITION – TOWN MEETING

To see if the Town will vote to authorize the Select Board 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 the 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. Chapter 403 of the acts of 1971, as most recently amended by Chapter 341 of the Acts of 2018 be amended as follows:

In Section 11. Time, Notice, Conduct and Adjournment of Town Meeting, by striking out the first paragraph and inserting in its place the following paragraph: “The annual town meeting for the election of town officers and such other matters as may be voted on the official ballot thereof shall be held in February, March, April or May of each year, on a date fixed by by-law. The annual town meeting for the transaction of business by the representative town meeting shall be divided into two business meetings. The first business meeting shall be held in May of each year and the second business meeting shall be held in November of each year, on dates fixed by by-law. Proposed amendments to the Needham Zoning By-Law shall be considered during the second business meeting.”

SECTION 2. This act shall take effect January 1, 2020.

Or take any other action relative thereto.

INSERTED BY: Joshua Levy, et. al.

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information:

ARTICLE 55: HOME RULE PETITION – RESOLUTION TO CALL FOR THE UNITED STATES TO “PULL BACK FROM THE BRINK” AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

Moved, that Town Meeting adopt the following Resolution, or take any other action in relation thereto:

RESOLUTION TO CALL FOR THE UNITED STATES TO “PULL BACK FROM THE BRINK” AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

WHEREAS, since the height of the Cold War, the United States and Russia have dismantled more than 50,000 nuclear warheads, but approximately 15,000 of these weapons still exist and, thus, still pose an intolerable risk to human survival; and

WHEREAS, approximately 95 percent of these weapons are in the hands of the United States and Russia, while the remainder are held by 7 other countries, namely, China, France, Israel, India, North Korea, Pakistan, and the United Kingdom; and

WHEREAS, nuclear war would directly kill hundreds of millions of people and cause unimaginable environmental damage; and

WHEREAS, there is a high probability that such a nuclear war would lead to catastrophic climate disruption dropping temperatures across the planet to levels not seen since the last ice age, thus resulting in the starvation of the vast majority of the human race, quite possibly leading to our extinction and the extinction of multiple other species; and

WHEREAS, even the use of a tiny fraction of these weapons would cause worldwide climate disruption and global famine; e.g., as few as a 100 Hiroshima-sized bombs (small by modern standards) would put at least 5 million tons of soot into the upper atmosphere and cause climate disruption across the planet, cutting food production and putting 2 billion people at risk of starvation; and

WHEREAS, despite the popular notion that these arsenals exist solely to guarantee they will never be used, on multiple occasions nuclear armed states have proceeded to the brink of using these weapons, and their use was narrowly averted; and

WHEREAS, former Defense Secretary Robert McNamara—speaking about the Cuban Missile Crisis in The Fog of War—said, “It was luck that prevented nuclear war”; and

WHEREAS, our nuclear policy must NOT be subject to the whims of “luck;” and

WHEREAS, the growing climate crisis is stressing communities around the world and intensifying the likelihood of conflict, and, thus, the danger of war and the possibility of escalating to nuclear war; and |
WHEREAS, the planned expenditure of more than \$1 trillion dollars to enhance the U.S. nuclear arsenal will not only increase the risk of nuclear disaster but also fuel a global arms race and divert crucial resources needed to assure the well-being of the American people and people all over the world; and

WHEREAS, in July 2017, 122 nations called for the elimination of all nuclear weapons by adopting the Treaty on the Prohibition of Nuclear Weapons.

BE IT RESOLVED THAT the Town of Needham, Massachusetts, acting through its elected Representative Town Meeting, calls upon our federal leaders and our nation to make nuclear disarmament the centerpiece of U.S. national security policy and to work toward the goal of signing the Treaty on the Prohibition of Nuclear Weapons.

BE IT FURTHER RESOLVED that Town Meeting, calls upon our federal leaders and our nation to spearhead a global effort to prevent nuclear war by:

- renouncing the option of using nuclear weapons first;

- ending the president’s sole, unchecked authority to launch a nuclear attack;
- taking U.S. nuclear weapons off “hair-trigger” alert;
- cancelling all plans to add weapons to the U.S. nuclear arsenal that would make it more likely that leaders will initiate nuclear war; and
- actively pursuing a verifiable agreement among nuclear armed states to eliminate their nuclear arsenals.

BE IT FURTHER RESOLVED that Town Meeting requests that the Town Clerk send a copy of the Resolution adopted by Town Meeting to our U.S. Congressional Representative Joseph P. Kennedy, III, U.S. Senator Elizabeth Warren, U.S. Senator Edward J. Markey, and President Donald J. Trump.

INSERTED BY: Joseph McCabe, et. al.

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information:

ARTICLE 56: AMEND ZONING BY-LAW – SELF STORAGE FACILITIES IN MIXED USE-128 DISTRICT

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

1. In Section 1.3 Definitions, by adding the following after the existing definition of “Retaining Wall” and before the existing definition of “Setback”:

“Self-Storage Facility – a climate-controlled facility constructed and configured to allow access to individuals or businesses who will lease individually self-contained units of the facility for the storage of personal or business possessions, excluding the storage of flammable liquids, gas or explosives.”

2. Section 3.2.6 Uses in the Mixed-Use-128 District, by adding a new subsection (m) to subsection 3.2.6.2 Uses Permitted By Special Permit, to read as follows:

“(m) Self-Storage Facility.”

3. Section 5.1.2 Required Parking, by adding a new subsection (21), to read as follows:

“(21) Self-Storage Facility

One space per 10,000 square feet of floor area, plus one space per full-time employee”

INSERTED BY: Michael Suprenant, et. al.

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 57: 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: Select Board

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 12th day of February, 2019.

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

Select Board of Needham

A true copy,
ATTEST _____ 2019

Constable (month) (day)
ATTEST _____ 2019
Constable (month) (day)

Status of Articles 3.8.2019

#	Article	Status	BOS Position	FC Position	BOS	FC	CPC	Planning
1	Annual Town Election							
2	Committee and Officer Reports							
3	Establish Elected Officials' Salaries							
4	Fund Collective Bargaining Agreement/Needham Police Union							
5	Fund Collective Bargaining Agreement/Needham Police Superior Officers Association							
6	Fund Collective Bargaining Agreement/Needham Fire Union							
7	Appropriate for Needham Property Tax Assistance Program			Adopt				
8	Appropriate for Senior Corps			Adopt				
9	Appropriate for Compensated Absences Fund							
10	Appropriate for Temporary Staffing Program							
11	Appropriate for Park & Recreation Pool Staffing			Adopt				
12	Appropriate for Public Communications Staffing							
13	Appropriate for Ridge Hill/Nike Site Consulting & Feasibility Study							
14	Appropriate for Town-Owned Land Surveys							
15	Appropriate for Public Facilities Maintenance Program			Adopt				
16	Downtown Snow Removal Pilot Program			Adopt				
17	Appropriate for Small Repair Grant Program							
18	Appropriate the FY2020 Operating Budget			Adopt				
19	Appropriate the FY2020 Sewer Enterprise Fund Budget			Adopt				
20	Appropriate the FY2020 Water Enterprise Fund Budget			Adopt				

Status of Articles 3.8.2019

#	Article	Status	BOS Position	FC Position	BOS	FC	CPC	Planning
21	Set the Annual Department Revolving Spending Limit			Adopt				
22	Appropriate Transportation Improvement Fees			Adopt				
23	Authorization to Expend State Funds for Public Ways			Adopt				
34	Amend Zoning By-Law - Highway Commercial 1 Zoning District							
252	Amend Zoning By-Law - Map Change to Highway Commercial 1							
26	Amend Zoning By-Law - Accessory Dwelling Unit							
27	Amend Zoning By-Law- Dimensional and Use Regulations for the Transit Oriented Development Sub-District of the Lower Chestnut Street Overlay District							
28	Amend Zoning By-Law- Map Change to Chestnut Street Business District and Lower Chestnut Street Overlay District							
29	Amend Zoning By-Law- Map Change to Transit Oriented Development Sub-District of Lower Chestnut Street Overlay District							
30	Appropriate for First Baptist Church Porch Preservation							
31	Appropriate for Modernization and Redevelopment of Affordable Housing Consultant							
32	Appropriate for Fisher Street Trailhead Design							
33	Appropriate for Town Common Renovation Design							
34	Appropriate for Passive Recreation Improvements							
	Appropriate for Cricket Fieldhouse Renovations							

Status of Articles 3.8.2019

#	Article	Status	BOS Position	FC Position	BOS	FC	CPC	Planning
36	Appropriate for Cricket Field Renovations							
37	Appropriate for Playground Improvements							
38	Appropriate to Community Preservation Fund							
39	Appropriate for General Fund Cash Capital			Adopt				
40	Appropriate for Athletic Facility Improvements			Adopt				
41	Appropriate for Sewer Enterprise Fund Cash Capital			Adopt				
42	Appropriate for Wastewater System Rehabilitation			Adopt				
43	Appropriate for Water Distribution System Improvements			Adopt				
44	Appropriate to Athletic Facility Improvement Fund							
45	Appropriate to Capital Improvement Fund							
46	Appropriate to Capital Facility Fund							
47	Appropriate for Worker's Compensation Reserve			Adopt				
48	Amend General By-Law/Select Board							
49	Amend General By-Law / Election of Officers							
50	Adopt M.G.L. C. 44 Section 53F ½ - Stormwater Enterprise Fund							
51	Extinguish Sewer Easement							
52	Amend General By-Law/Stretch Energy Code							
53	Home Rule Petition- Town Meeting			No Position				
54	Home Rule Petition- Resolution to Call for the United States to "Pull Back From the Brink" and Prevent Nuclear War- An Existential Threat to the Future of Humanity and the Planet			No Position				

Status of Articles 3.8.2019

[illegible]



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

MEETING DATE: 3/12/2019

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

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



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 3/12/2019

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

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

**WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 9, 2019**

**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 NINTHDAY OF APRIL, 2019

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

To choose by ballot the following Town Officers:

One Moderator for Three Years;
One Member of the Select Board for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Trustee of Needham Public Library for Two Years;
One Member of Board of Health for Three Years;
Two Members of Board of Health;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years.
Eight Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Eight Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;
Eight Town Meeting Members from Precinct C for Three Years;
One Town Meeting Member from Precinct C for One Year;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for One Year;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years.

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 ____ day of February 2019.

DANIEL P. MATTHEWS, *Chairman*
JOHN A. BULIAN, *Vice Chairman*
MAURICE P. HANDEL, *Clerk*
MATTHEW D. BORRELLI
MARIANNE B. COOLEY
Select Board of Needham

A true copy,
ATTEST _____ 2019
Constable (month) (day)

emailed 2/27/19

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

Event Manager Name (Name that will appear on license)	Robert T Timmerman II
Event Manager Address	1211 Highland Avenue Needham MA 02494
Event Manager Phone Number	781 449 1492 - 781 585 4227
Organization Representing (if applicable)	Fr Daniel J. Kennedy - Needham Knights of Columbus
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☒ Non-profit ☐ For profit ☐ Proof of non-profit status is attached Form of Proof: _____
Name of Event	Annual St. Patricks Dinner Dance
Date of Event	MARCH 9, 2019
License is for Sale of: ☒ Wines & Malt Beverages Only ☐ All Alcoholic Beverages (for non-profit groups only)	
Requested Time for Liquor License	FROM: 6 pm TO: 11 pm
Are tickets being sold in advance for this event?	☒ YES \$ 30 /per ticket ☐ NO
Is there an admission fee for this event?	☒ YES \$ 30 /per ticket ☐ NO
Are you using dues collected to purchase alcohol for this event?	☐ YES ☒ NO
How many people are you expecting at this event?	75
Name & address of event location. Please attach proof of permission to use this facility. Robert Fr Daniel Kennedy - Needham Knights of Columbus 1211 Highland Ave Needham MA 02492	
Who will be serving the alcohol to your guests? Paid, certified BARTENDER	
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). Jessica Freeland - certificate on file @ selectboard office	
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. from temporary service bar	
☒ I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))	
Event Manager Signature:	Date: 2/26/19

Fr. Daniel J. Kennedy
Needham Knights of Columbus Council #1611

Annual St. Patrick's Dinner Dance
Saturday, March 9, 2018

Social Hour 6PM followed by a traditional
Corned Beef and Cabbage Dinner

Music for your dancing pleasure provided by
The Johnny Kelly Band

Special performance by
The O'Dwyer School of Irish Dance

Cash Bar – Beer and Wine only

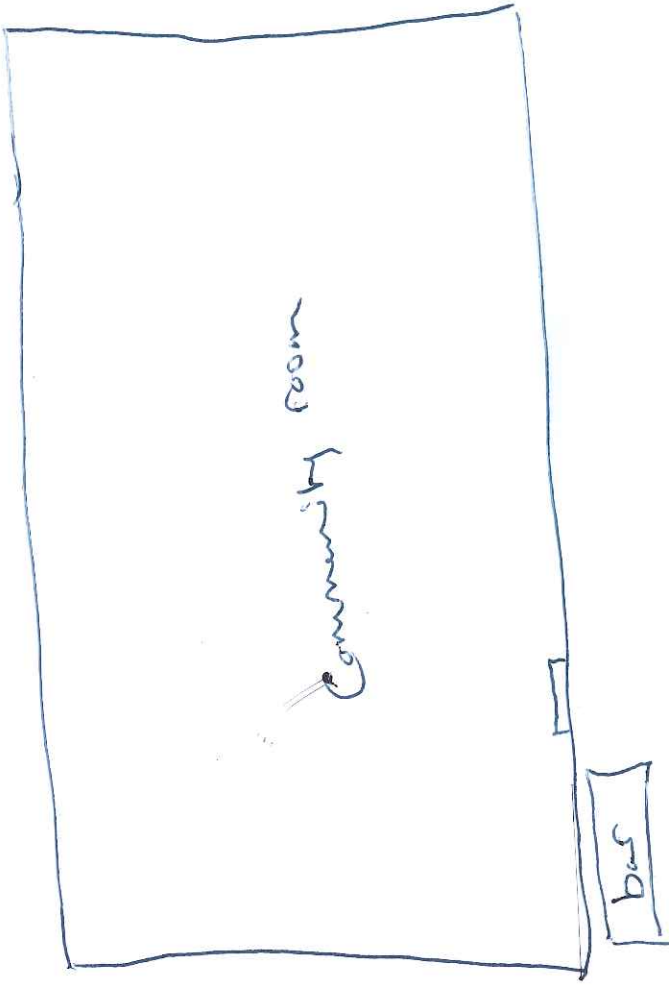
Tickets \$30.00

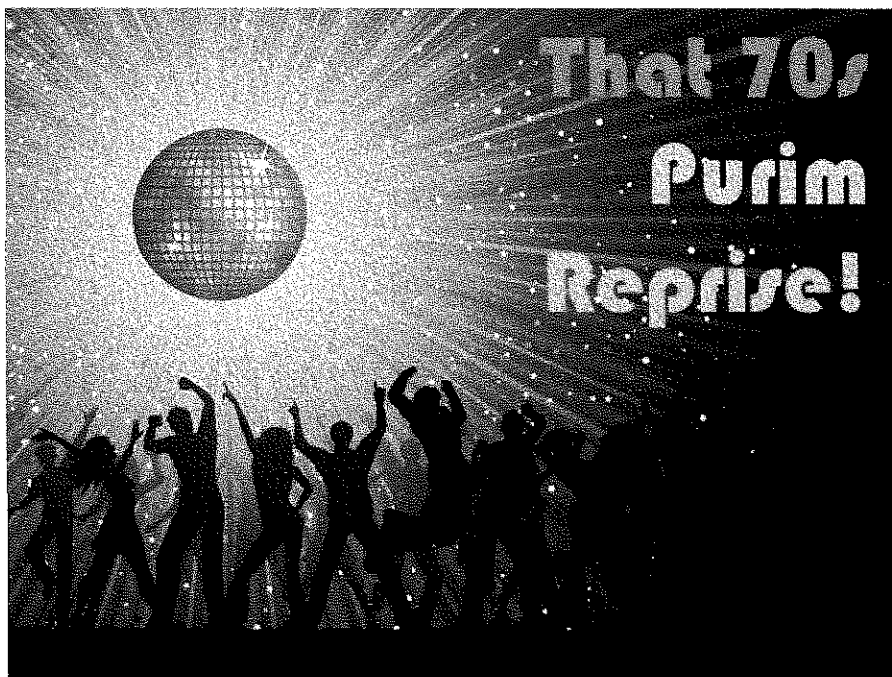
Proceeds to benefit St. Joseph Parish Schools

**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
SELECT BOARD

Event Manager Name (Name that will appear on license)	Sarah Mernik			2019 FEB 28 A 10:25
Event Manager Address	26 Dartmouth Ave Needham 02494			
Event Manager Phone Number	781-710-4950			
Organization Representing (if applicable)	Temple Beth Shalom			
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☒ Non-profit ☐ For profit ☐ Proof of non-profit status is attached Form of Proof: _____			
Name of Event	That 70's Dinn... Reprise!			
Date of Event	Sat. March 23rd			
License is for Sale of:				
☒ Wines & Malt Beverages Only ☐ All Alcoholic Beverages (for non-profit groups only)				
Requested Time for Liquor License	FROM:	7	TO:	10:30pm
Are tickets being sold in advance for this event?	☒ YES	\$ 18 /per ticket	☐ NO	
Is there an admission fee for this event?	☒ YES	\$ 18 /per ticket	☐ NO	
Are you using dues collected to purchase alcohol for this event?	☐ YES	☐ NO		
How many people are you expecting at this event?	150			
Name & address of event location. Please attach proof of permission to use this facility.				
Temple Beth Shalom 670 Highland Ave. Needham 02492				
Who will be serving the alcohol to your guests?				
Tanya Lynch - bartender				
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.				
purchase from bar				
☒ I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))				
Event Manager Signature:				Date:
Sarah Mernik				2/28/19





That 70's Purim...Reprise!

THE PURIM SHPIEL AT TBS - ONLY FOR ADULTS

Saturday, March 23rd @ 7:30 PM

In honor of the 10th anniversary of the first Purim Shpiel composed by Rabbi Todd, "That 70's Purim," we'll be reprising this classic show once again with so many 70's hits 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. This will be a fantastic night for adults only, with time for schmoozing with friends, much revelry, many Purim antics, and lots of fun! All are invited to dress up for the occasion in those vintage 70's threads you've still got in your wardrobe, and all are welcome, so feel free to invite friends from outside the TBS community to join us as well.

If you want to attend but are concerned that you might not know anyone, just let us know by clicking the "Contact the Organizer" button to the right to send Sarah Mesnik and Robyn Glazier a message. We will have someone waiting to welcome you personally when you arrive that evening.

Come join in the celebration!

Have questions about That 70's Purim...Reprise!? Contact Temple Beth Shalom

Use Eventbrite for event management and online registration

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Already registered? Get your tickets

Questions? Contact the organizer

Select Board of Selectmen

Policy Number:	<u>SBBOS</u> -PERS-003
Policy:	Contributory Insurance Rules and Regulations
Date Approved: Date Revised:	October 13, 1998 May 11, 1999 March 24, 2009 December 4, 2012 May 2, 2017 March 20, 2018 <u>March 12, 2019</u>
Approved:	_____ Chairman, <u>Select Board of</u> <u>Selectman</u>

Policy: The Town of Needham, acting by and through its duly elected Select Board of Selectmen, and in accordance with Section 14 of Chapter 32B of the General Laws of the Commonwealth of Massachusetts, does hereby adopt and establish the following rules and regulations governing certain eligibility and administrative guidelines for the Town's contributory insurance benefit offerings. The Select Board of Selectmen specifically reserves the right to add to, modify, and/or delete any and all provisions of these rules and regulations at any time.

Section 1. Divorced or Separated Spouses

In the event that a court of competent jurisdiction grants a judgment of divorce or of separate support, the divorced employee and his or her divorced/separated spouse may remain eligible for benefits under the Town's group insurance benefit program, in accordance with Section 9H of M.G.L.c. 32B, provided that each of the following conditions are met:

- (a) In the event that the employee/subscriber is not remarried:
 - 1. The Town must be provided with a court certified version of the judgment of divorce or of separate support, which mandates that the divorced/separated spouse of the Town employee/retiree remain on a Town-offered group insurance plan.
 - 2. The employee/retiree must maintain a family plan (or multiple individual plans, if over 65) covering him/herself and his or her divorced/separated spouse (and any qualified dependents, if applicable).
- (b) In the event that the employee/subscriber remarries and wishes to enroll his or her new

spouse as a dependent under the Town's group insurance benefit program:

1. The Town must be provided with a court certified version of the judgment of divorce or of separate support, which mandates that the divorced/separated spouse of the Town employee/retiree remain on a Town-offered group insurance plan.
2. The Town shall have the right to require that the divorced or separated spouse enroll in a separate, individual policy, unless a rider to an employee's/retiree's family plan is authorized by the applicable insurance company.
3. The Town of Needham employee/retiree shall be responsible to pay the full monthly premium (100% of the premium) for the plan in which the divorced/separated spouse is enrolled, or 100% of any additional cost for a rider to the employee's family plan, if authorized by the applicable insurance company.
4. Such payments for the premium in which the divorced/separated spouse is enrolled shall be made by means of deducting the premium from the regular pay (or pension) of the eligible employee/retiree, and the employee/retiree shall be required to seek reimbursement from the divorced/separated spouse on his or her own accord. The Town Manager/designee reserves the right to waive this condition for extenuating circumstances. In the event that a waiver is granted, the divorced or separated spouse will be billed directly.

Section 2. Retiree Eligibility

Upon retirement, eligible individuals may participate in the Town's contributory group insurance program, to the extent allowed by the various insurance providers, and in accordance with Section 18 of M.G.L. c. 32B, provided that they otherwise qualify under M.G.L. c. 32B, and further provided that each of the following criteria applies:

- (a) The individual must have retired from service to the Town of Needham, and be receiving a retirement allowance in accordance with M.G.L. c. 32 from either the Town of Needham Contributory Retirement System or the State Teachers' Retirement System (except as specifically provided in M.G.L. c. 32B §9).
- (b) The individual was qualified and eligible to participate in the Town's group insurance program as an active employee of the Town of Needham.

Section 3. Part-time Teacher Eligibility

Part-time teachers classified as .5 FTE or greater shall be determined to be working 20 hours or more per week for the Town, and shall therefore be considered employees in accordance with M.G.L. c. 32B section 1.

Section 4. Temporary and Seasonal Employee Eligibility

Temporary employees working 20 hours per week or more, whose service to the Town is expected to last six months or longer, shall be eligible for benefits in accordance with M.G.L. c. 32B. Seasonal employees whose service to the Town is expected to last less than six (6) months, regardless of the number of hours worked per week, shall be ineligible for benefits in accordance with M.G.L. c. 32B

Section 5. Compensated Part-time Elected Official Eligibility

Paid elected officials earning a minimum of \$1,000 per fiscal year shall be considered eligible for insurance in accordance with M.G.L. c. 32B Section 2. Nothing in the section shall affect the eligibility for insurance of elected officials who were receiving compensation in an amount less than \$1,000 as of the date of this policy.

Section 6. Retention of Insurance While on Unpaid Leave

- (a) Employees on designated family medical leave in accordance with the Family Medical Leave Act of 1993, as amended, shall be entitled to continue their insurance contribution during the term of the leave.
- (b) Employees who are on unpaid medical leave, which is not designated as family medical leave, shall be entitled to continue their insurance contribution rate during the period that the unpaid leave is determined to be medical leave by the Director of Human Resources.
- (c) Employees on approved, unpaid leave which has not been designated as FLMA or medical leave shall be eligible for insurance if they are on the payroll (i.e. receive wages) for at least one day per calendar month.
- (d) Employees on approved, unpaid leave which has not been designated as FMLA or medical leave, and who do not receive wages for at least one day per calendar month, shall be eligible to participate in a Town-offered health plan by paying 100% of the monthly premium for that calendar month.
- (e) Employees shall be eligible to continue their group insurance while on leave of absence for no longer than two consecutive calendar years, after which time they shall cease to be considered employees for group insurance purposes.

Section 7. Employee Termination

Employee premium contributions are made one month in advance of coverage. Upon termination, employee coverage will cease approximately one month from the date of separation from the payroll.

Section 8 Health Insurance Offerings

- (a) All subscribers electing health insurance through the Town effective July 1, 2018 must convert to the Benchmark Plans, except as outlined in #4 below.

- (b) All subscribers required to convert from the Rate Saver plans will be provided with a Rate Saver to Benchmark Conversion Payment of \$263 per individual subscriber and \$671 per family subscriber on or about July 1, 2018. This payment represents 25% of the estimated total savings (both employee and employer) of conversion to the Benchmark plans.
- (c) The Town will offer a voluntary Qualified High Deductible plan to all eligible subscribers. Active employees enrolled in the Qualified High Deductible plan will also be eligible to enroll in a Health Savings Account, as follows:
 - 1. The Town will contribute an amount equal to 50% of the deductible to the Health Savings Account of active Employees enrolled in any Qualified High Deductible plan offered by the Town, as long as the plan is offered by West Suburban Health Group, or for no less than five (5) years regardless of provider (the "Annual HSA Contribution"). Retirees are not eligible for the annual HSA contribution.
 - 2. In fiscal year 2019, the Annual HSA Contribution will be made in a lump sum on or about July 1, 2018. In fiscal years 2020 and beyond, the annual HSA contribution will be pro-rated and paid on a per pay period basis.
 - 3. Employees hired after July 1, 2018 who enroll in the Qualified High Deductible plan will be entitled to a pro-rated Annual HSA contribution paid on a per pay period basis.
 - 4. The Town will make an additional payment of \$500 per individual subscriber and \$1,000 per family subscriber on a one-time basis for active employees who enroll in the Qualified High Deductible plan effective July 1, 2018. The one-time early adopter payment will be made on or about July 1, 2018, and will be considered taxable wages. Retirees are not eligible for the one-time early adopter payment.
 - 5. Active employees who are not enrolled in the Town's group insurance program in fiscal year 2018 and who elect to participate in a Qualified High Deductible Plan for fiscal year 2019 during the 2018 open enrollment period will be eligible for payments pursuant to items (c) 1, 2, and 4 of this Policy.

Section 9. Payment of Premiums

Any eligible subscriber who does not receive a paycheck or pension check in an amount sufficient to pay his or her required health insurance monthly premium will be billed directly for that amount. Failure to pay applicable premiums in the required timeframe will result in loss of insurance coverage.

Section 10: Employee Health Insurance Opt-Out Incentive Program

- (a) Active employees who have been covered as the insured under the Town's health insurance program for the past twenty-four (24) consecutive months may opt-out of Town coverage.

- (b) Employees choosing to opt-out of the Town's health insurance plan must sign and submit the Opt-out Form provided by the Town, certifying that the insured and any eligible spouses and dependents have enrolled in a health insurance plan elsewhere (excluding MassHealth).
- (c) Employees may enroll in the Opt-Out Incentive Program at any time during a fiscal year as long as they certify in writing that they will be receiving health insurance elsewhere (excluding MassHealth) as of the effective date specified. Employees may not retroactively opt-out of town coverage.
- (d) Employees who opt-out of Town coverage will be paid the amount of \$2,000 per full fiscal year for an individual plan and \$4,000 per full fiscal year for a family plan.
- (e) The Incentive amount will be pro-rated by month if an employee participates in the Opt-Out Program or re-enrolls in the Town's health insurance program during the plan year.
- (f) The Opt-Out Incentive will be paid via the employee's normal payroll cycle, less any required withholdings. The amount of the reimbursement will be divided equally over the plan year, which runs from July 1 to June 30. The Opt-Out Incentive payment will not be added to the base pay for employees, will not be used in the computation of overtime, and will not be subject to retirement withholding.
- (g) Any employee who has opted-out of the Town's health insurance plan may re-enroll during the annual open-enrollment period, or within 30 days of a documented qualifying event, and the Opt-Out Incentive payment will cease.
- (h) An employee who changes from a family to individual plan, or vice versa will not be eligible to participate in the Opt-Out Program. An employee who switches coverage to a spouse or parent who is also employed by or retired from the Town, will not be eligible to participate in the Opt-Out Program.
- (i) The Opt-Out Incentive program will sunset on June 30, ~~2021~~2019 unless the Select Board of ~~Selectmen~~ votes to reauthorize the program.

**Town of Needham
Select Board
Minutes for February 26, 2019
Needham Town Hall
Select Board's Chamber**

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

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

7:00 p.m. Public Hearing - Eversource Energy Grant of Location: Oxbow Road
Maureen Carroll, Eversource Energy representative appeared before the Board requesting permission to install approximately 9 feet of conduit in Oxbow Road. She said this work is necessary to provide underground electric service to 77 Oxbow Road.

Mr. Matthews clarified conduit being placed in the road is a legal easement, and that work cannot begin before approval by the Select Board. He said Mr. Tocci, builder, has been before the Board in the past regarding a separate project. He noted in the spring the Select Board will ask Town Meeting for approval to impose a non-criminal fine for two or more offenses.

Ms. Fitzpatrick indicated all other paperwork is in order.

John McAward, 97 Jarvis Circle, electrician employed by Tocci Management, Inc., said he understands the position of the Town. He commented there was miscommunication and it will not happen again.

Motion by Mr. Handel that the Select Board approve and sign a petition from Eversource Energy to install approximately 9 feet of conduit in Oxbow Road. This work is necessary to provide underground electric service to 77 Oxbow Road.

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

7:06 p.m. Appointments and Consent Agenda:
Motion by Mr. Handel that the Select Board approve the Appointments and Consent Agenda as presented.

APPOINTMENTS:

1. **Council of Economic Advisors** **David Montgomery (term expires: 6/30/2021)**

CONSENT AGENDA:

1. Accept a \$50 donation made to the Needham Aging Services Donation Account from Lidia Panchenko, a Needham resident.
2. Accept a donation of 14 boxes of Girl Scout Cookies made to the Needham Park and Recreation Commission from Caren and Stu Carpenter. The estimated value of the items is \$70.
3. Grant permission for the Newton Needham Regional Chamber to use the Town Common and surrounding area for its Street Fair on Saturday, June 1, 2019, and the Fall Harvest Fair on Sunday, October 6, 2019. They would like to request rain dates of Saturday, June 8, 2019 and Sunday, October 13, 2019 respectively. Permission includes: Town Common for local businesses' booths; Businesses to have items for sale on sidewalk in front of their own stores; parking lot behind Town Hall and for one handicapped accessible portable toilet and one hand washing station (to be delivered and picked up on the same day); close Chapel Street from corner of Great Plain Avenue to the Chapel Street parking lot for food court, fire truck, touch the trucks, and Michelson's Shoe table; use of the Town's generator on Chapel Street to power the food court and other activities as needed; use of the outlets on the town common to provide requested electricity for popcorn and other activities as needed; trolley ride that will start at Highland Avenue by the Town Common and loop back around the town via Great Plain Avenue, Webster Street, May Street, and back to the Town Common; delivery and pickup of a dumpster in the parking lot behind town hall; delivery and pick up of trash cans to be placed around the event area including specifically at the food court and near the portable toilets; and any changes as recommended by the Needham Police Department. Also grant permission for meter free parking in the downtown area for both days.
4. Approve and sign the Employment Agreement between the Town of Needham and the Town Manager for the period May 6, 2019 through May 5, 2022.
5. Approve a Special One Day Wines and Malt Beverages license for Steve Volante, of Volante Farms, to host a Design & Drinks- Cupcake Decorating event on March 14, 2019 from 6:00 p.m. to 8:00 p.m. The event will be held at Volante Farms, 292 Forest Street, Needham.
6. Approve Open Session and Executive Session minutes of February 12, 2019.
7. Accept a \$1,000 donation to the Needham Police Benefit Association from Shuli Li and Binyuan Sun.
8. Approve Water & Sewer abatement #1269.
9. 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. between Powers & Great Plain	7/20/19	7/21/19	2pm-11pm

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

7:07 p.m.

Dockless Bike Share Program:

Carys Lustig, Director of Administration & Finance/Public Services and David Davison, Assistant Town Manager/Director of Finance appeared before the Board

to discuss the future of the dockless bike share program in Needham. They also discussed the planned spring relaunch, including the transition of the bicycle fleet to all pedal-assist and using demand-based supply to determine the number of bicycles on the street.

A Powerpoint presentation was viewed.

Ms. Lustig provided data on the fifteen communities participating in the program last year, as well as data provided by Lime Bikes. She said in discussions with Lime Bikes for renewal of the program by MAPC and each community, it was found bikes seemed to leave Watertown, Arlington, and Newton causing a constant rebalancing in those communities. She said even before Needham began participating in the program people were riding bicycles to town. Ms. Lustig provided information on pedal bikes and E-bikes, noting Lime Bikes changed the contract for the upcoming year. She commented all MAPC communities are discussing whether to continue with the program. The key issues for the spring relaunch, she said, is the change to a demand based system, as well as the shift to electric assist bicycles from pedal bicycles.

Discussion ensued on the MAPC master agreement and Needham's agreement with Lime Bikes.

Mr. Davison commented on the subtle differences between the E-bike and pedal bike. He said from Needham's standpoint, the new contract will focus on usage rather than population, which he said is a positive step.

Ms. Lustig asked for feedback from the Select Board on the direction the Town would like to take, which she said will be provided to the MAPC. She said the MAPC is trying to make a network wide decision on whether to continue with the current or new contract.

Discussion ensued on geo-fencing around the Town Common, location of a bike rack in the downtown, recharging E-bikes, and the total number of bikes in Needham.

Mr. Borrelli said he feels Lime Bikes are "a billboard" advertisement and an eyesore around the Town Common. He said there are certain "must haves" he would want in any contract including geo-fencing around the Town Common, location of bikes, and total number of bikes. Mr. Borrelli said he likes the idea of Lime Bikes, but he cannot support the program if it is not different. He said he wants to see the contract, know the locations, the company's plan for picking up bicycles, number of bicycles, and geo-fencing around the Town Common.

Ms. Lustig commented the next step is to report Needham's concerns to the MAPC, and whether communities want E-bikes. She said the MAPC will decide whether to agree to the contract noting Needham has the ability not to renew, but it is frowned

upon. She commented there is a public benefit as it is a "free" program for the Town.

Mr. Handel said he likes the demand based model, and some bikes at the edge of the Town Common gives visibility to the program. He commented Needham should give the program a serious try, and not concentrate all the bikes in one place. Mr. Handel said the vendor must be more aggressive in picking up bikes that have been left. He commented people using bikes in other cities do not use helmets, noting he does not feel using a helmet is an issue.

Mr. Matthews suggested geo-fencing is necessary and a bike rack at the corner of the Town Common should be provided by the vendor. He said the number of bikes should be less and the Town should give the vendor one year to see what happens. He asked the Board for comment.

Mr. Handel agreed with Mr. Matthews suggestion.

Mr. Borrelli said residents should not have to call the vendor to remove a bike sitting too long in one place, and that the vendor should be vigilant in removing bicycles. He said the number of bikes in Needham should be low, suggesting if the vendor does not agree to the Town's request, he is not interested in the program. Mr. Borrelli said the Town sets the rules, not the vendor.

Mr. Matthews said he believes the company will act in good faith, and does not feel special conditions are necessary, other than what the MAPC may require in their overall agreement.

Mr. Handel said not renewing the contract is a possibility.

Ms. Cooley favors continuing experimenting with the program for another year.

Mr. Davison said concerns will be conveyed to the MAPC and the vendor.

Mr. Borrelli asked for answers before the next meeting.

Mr. Matthews suggested keep moving on the program, but answers are necessary. He said that if the Town wants to be involved in the program it must state it now.

Mr. Borrelli said there are too many questions he needs answered to make an informed decision. He asked for discussion to be moved to the next Select Board meeting.

Mr. Matthews said Town staff should be able to act with all deliberate speed even if the contract is not satisfactory, members can vote no. He said the vote tonight is a motion of intent, not a binding motion for signing a contract.

Mr. Handel clarified if the contract developed is not satisfactory to a majority of the Select Board, there is an "out."

Motion by Mr. Handel that the Board support the Town's continued participation in the Regional Bike Share Program and the movement to all pedal-assist bicycles for the 2019 season.

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

Mr. Handel said his motion is made with the understanding a contract be negotiated that is acceptable to members of the Select Board.

Ms. Cooley said the proposed initial number of bikes in Needham must be known.

Mr. Handel said the location must also be known.

Mr. Borrelli clarified he understands the Select Board will have the opportunity to review the contract and take a second vote at a later date. He said if his concerns are not met he will vote "no."

7:58 p.m.

Innovation & Smart City Concepts in Needham Public Works:

Carys Lustig, Director of Administration & Finance/Public Services and Roger MacDonald, Director of Management Information Systems spoke with the Board about six different technologies the Department of Public Works is using to improve service delivery, increase communication, and continue to provide more services without increasing resources.

A Powerpoint presentation was viewed.

Ms. Lustig spoke about Commonwealth Connect (app) for reporting concerns to the DPW, Intelligent Lighting Control currently being installed on top of the new LED street light fixtures, Snow Event Rollup Report, Big Belly solar pilot program for trash and recycling, the Complete Streets program to inventory and maintain sidewalks and roadways, and the Verizon Connect program for installing GPS to track and maintain Town equipment.

Ms. Fitzpatrick commented this presentation was delivered in December 2018 to representatives of Daxing, China, Needham's sister city, who were visiting to learn more about how the Town provides municipal services.

The Board thanked Ms. Lustig and Mr. MacDonald for the presentation.

8:18 p.m.

Town Manager:

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

1. Streetscape Project/Great Plain Avenue Pre-signal

Ms. Fitzpatrick discussed the option of hiring an independent engineering firm to review the design of the Great Plain Avenue pre-signal and railroad preemption. She said the consulting engineer would review the VHB and BETA designs, conduct field visits to assess current operations and functionality, review regulations and guidelines for railroad preemption, and report findings and recommendations to the Select Board. She asked the Board for authorization to engage a consulting engineer to review the design of the Great Plain Avenue pre-signal and railroad pre-exemption.

The Board acknowledged the frustration of residents and agreed a “fresh look” is necessary.

Motion by Mr. Bulian that the Board vote to authorize the Town Manager to engage a consulting engineer to review the design of the Great Plain Avenue pre-signal and railroad pre-exemption.

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

Mr. Matthews cautioned residents not to get their hopes up. He commented a lot of work has already been put into the project and the issue could be due to how Needham streets and the railroad network were laid down 100 years ago. He said current safety requirements must also be considered.

2. 2019 Annual Town Meeting Warrant

Ms. Fitzpatrick recommended the Board vote to reopen the warrant for the 2019 annual Town Meeting to insert two financial warrant articles - Rosemary Pool Staffing and Public Communications Staffing. She also asked the Board if they wish to have any presentations on warrant articles during March and early April.

The Board discussed possible presentations by the Planning Board and Department of Public Works. Mr. Matthews said time will be allotted on a future agenda.

Ms. Cooley suggested a broader discussion of the Stretch Energy Code.

Mr. Matthews said a meeting was held with contractors and architects working in this area. He said both contractors and architects reported the differences are very narrow now between the Stretch Energy Code and the regular code, due in part to the use of the HERS Inspector, which most homes in Needham now have whether it is required or not. He said he is ready to recommend adoption to Town Meeting.

Ms. Cooley suggested, and Mr. Matthews agreed, a public discussion would be useful for the whole endeavor.

Mr. Matthews commented the next step is the question of whether to join the Green Communities program, noting broader discussion is required.

Discussion resumed on inserting two financial articles into the warrant.

Mr. Borrelli said while he supports both articles, he feels the articles should be included in the budget. He said he will vote against opening the warrant, saying it is an unpredictable way to budget and too unpredictable for staff. He said he understands further discussion is required with the Finance Committee.

Discussion ensued on the request to reopen the warrant.

Motion by Mr. Bulian that the Board vote to reopen the warrant for the 2019 Annual Town Meeting for the purpose of inserting two additional financial warrant articles, and to close the warrant subject to minor technical corrections to be made by the Town Manager, Town Counsel, and Bond Counsel.

Second: Mr. Handel. Approved 4-1. Mr. Borrelli voted "nay."

3. Town Manager's Report

Ms. Fitzpatrick reported the library will hold a joint program by Skype on March 23, 2019 with Needham's sister city, Needham Market, England. She said children in each community will be drawing pictures of landmarks in each town to be shared and bound into volumes for each library.

The Board agreed it was a great program.

8:42 p.m. Board Discussion:

1. Committee Reports

Ms. Cooley reported a visit will be made on Saturday, March 2, 2019 at 10 a.m. to the Minuteman Regional High School in Lexington, MA, currently under reconstruction. She invited members of the Board to join in the visit and that the school is scheduled to open in fall 2019.

8:45 p.m. Adjourn:

Motion by Mr. Handel that the Select Board vote to adjourn the Select Board meeting of February 26, 2019.

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

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

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

emailed 3/1/19



Town of Needham, Massachusetts Road Event Form

INTERNAL USE ONLY

RECEIVED
TOWN OF NEEDHAM
SELECT BOARD
2019 FEB 29 PM 8:24
DPW
Fire
Park & Rec
PFD

TYPE OF EVENT: (check all that apply)

☐ RUN ☐ WALK ☒ BICYCLE ☐ MOTORCYCLE

Name of Event:

PMC Kids Rid Needham

Name of Organization:

PMC (Pan mass challenge)

**Has this event been conducted in other
Towns in the past?** ☒ YES ☐ NO

If yes, name of Town and date:

Needham June '18 June '17

**Has this event been held in Needham in
the past?** ☒ YES ☐ NO

**If yes, are you repeating the same route as
in prior year(s)?** ☒ YES ☐ NO

Organization Mailing Address:

77 4th Ave Needham, MA 02497

☒ Organization
is
Not-for-Profit

Organization Billing Address (if Police Detail is required):

77 4th Ave Needham, MA 02494

Primary Contact:

@PMC Justine Darmanian

Coordinator:
Liz Mingle

Contact Title:

Special Programs and Fundraising Mgr

Contact Address:

Liz Mingle
9 Southwood Ln
Needham, MA 02492

Contact Phone (Day):

508.934.9198

Contact Phone (Cell):

508.934.9198

Contact Email:

elizabeth.mingle@gmail.com

Event Date(s): June 9, 2019	Date Expected to be in Needham: 6/9/19
Earliest Time Expected in Needham: 7am setup event time 9am	Latest Time Expected in Needham: 2pm
Number of Expected Participants: 150-200	Number of Expected Spectators at Peak Time: 150
Are participants charged a fee? ☒ YES ☐ NO	
Estimated Number of Vehicles:	What type of Parking is required:
Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked: 	
Are event organizers available to meet with members of the Town to plan event? ☐ YES ☐ NO	Do event organizers foresee the need for any road closures (subject to police review)? ☐ YES ☐ NO
What will be done in case of inclement weather? Cancel Event	
Will neighborhoods be impacted by parking and traffic? Ave Bradford to Prince	
What activities are planned for the start of the race (if in Needham)? 	
What activities are planned for the end of the race (if in Needham)? party @ Pollard outside	

What facilities are needed for the start of the race (if in Needham)?	
What facilities are needed for the end of the race (if in Needham)?	
Once the event begins, how long will it take to complete the event? approximately 1 hour riding 1 hour party	
Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?	Yes signs will be posted
Will volunteers be placed along the route?	Yes VOLUNTEERS riding and @ cross streets
Will you be using a sound system? (includes music) If yes, please describe where and when it will be used.	Yes DJ will bring
Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)	Yes - food donated Dunkin, Wegmans, Bate Fresh
Will portable toilets be used? List locations.	Yes 1
Will hydration stops be set up along route? If yes, please include these on route plan.	Yes
If the event takes place after dark, what is the plan to meet lighting needs?	
What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?	Nurse on site
Does the event take place during commuter times?	No
Is school in session during the event? Will school drop off or pick up be impacted by the event?	No
Are businesses open during the time of the event?	Yes
Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)	No

Are there any churches/houses of worship located along the event route?
Will church/house of worship services take place during the event?

No

What is the plan to handle trash?

Trash Dumpster Donated
Will be picked up Monday A.M..

Please return the completed application and attachments to the Office of the Town Manager, Needham Town Hall, 1471 Highland Avenue, Needham, MA 02492:

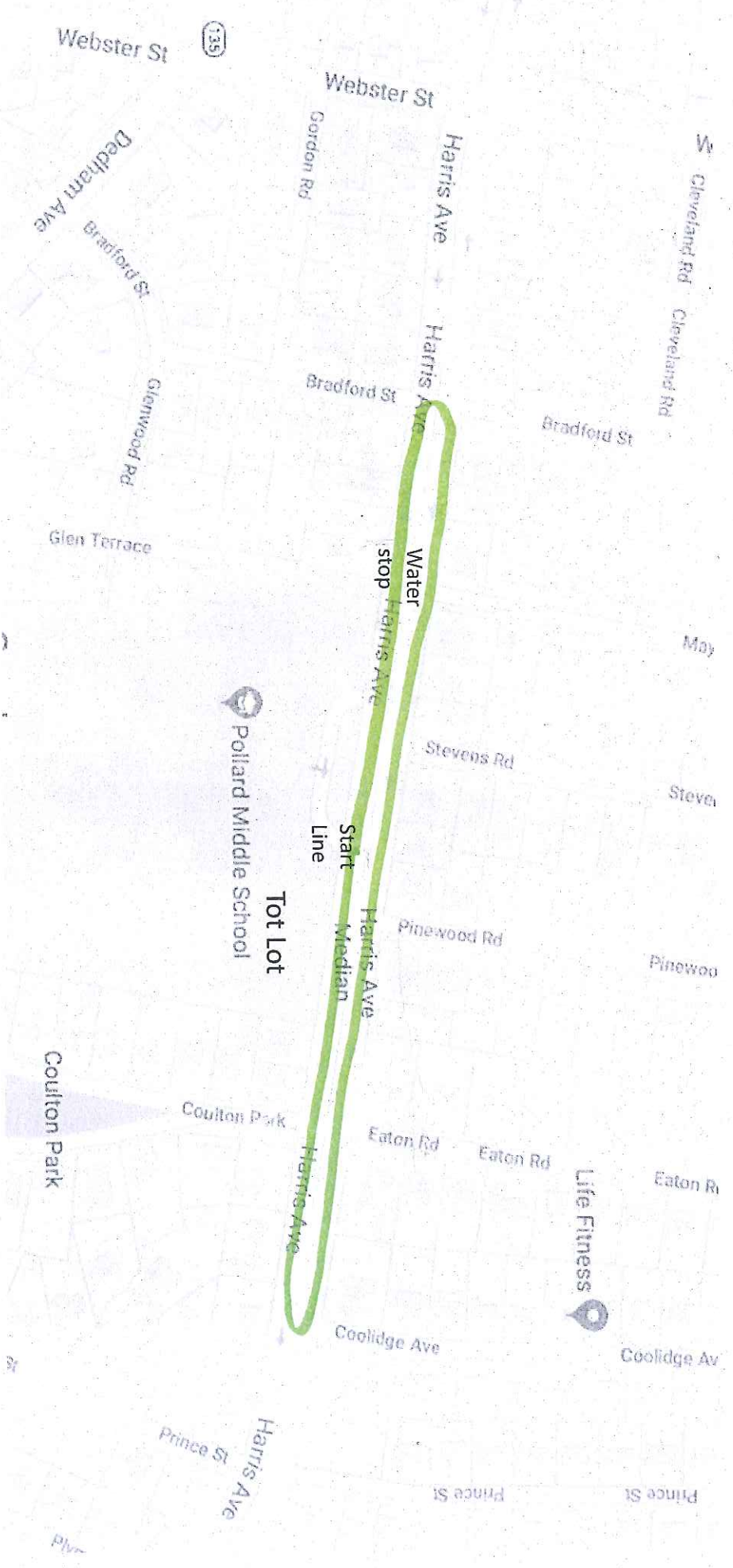
- event route map (include map and text of route, parking plan, volunteer placement)
- application fee (\$25 events that start and end in Needham; \$50 event passes through Needham)
- certificate of insurance

PLEASE NOTE:

For Road Events scheduled more than 4 months out from application receipt date, a soft hold will be placed on the date, but final approval will not be granted until under the 4 month window. This is due to unforeseen conditions which may impact this event.

Water stop @ Mayo St cross section
3 cones per side street, total of 24 cones needed

Porta Potty @ entrance of Pollard Middle School, dumpster in large parking lot



(/my_home/)

TRAINING (/WORKOUTS/) ROUTES (/US/) CHALLENGES (/CHALLENGES/) GO PREMIUM (HTTPS://MVP.MAPMYRUN.COM) BLOG (/BLOG/) SHOP (HTTPS://WWW.UNDERARMOUR.COM/EN-US/TOP-GEAR-PI)

Choose map location

200 Harris ave needha

SEARCH

[Get Directions](#) [Import \(/workout/import/?source=file\)](#) [Help ?](#)

▼ Route Details

Name this map

*

Choose an Activity

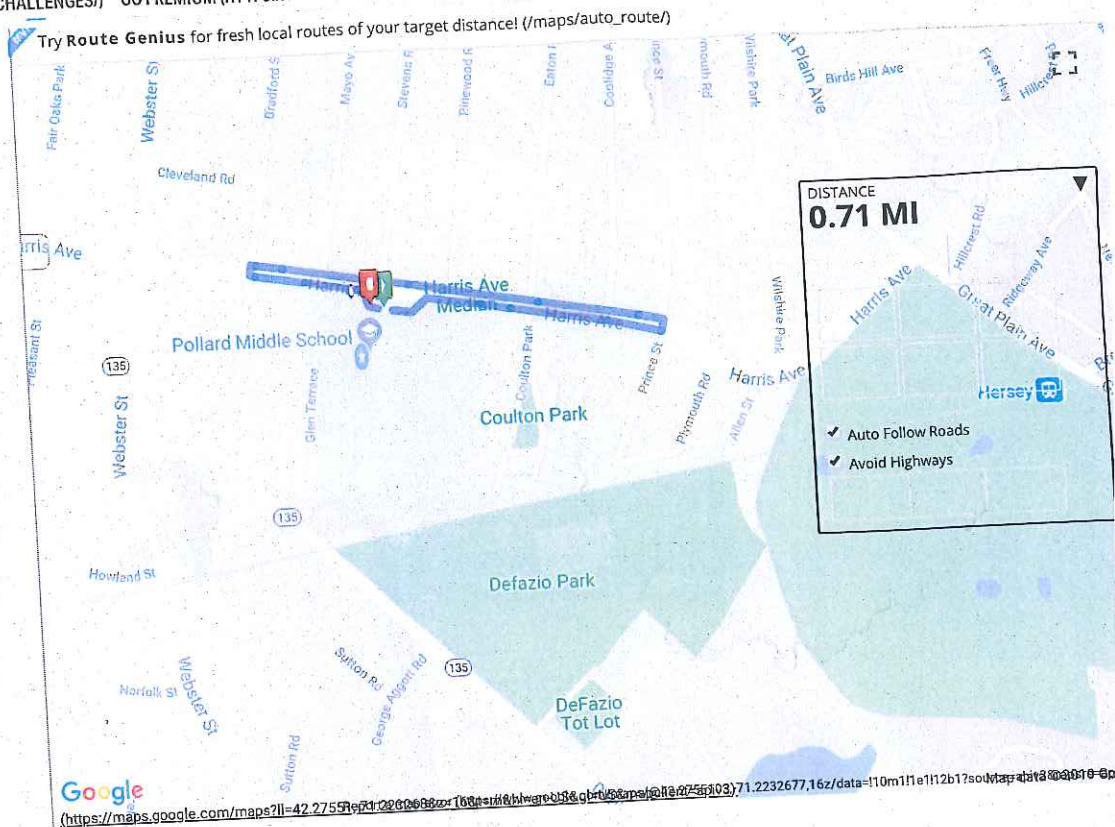
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Send to Phone

SAVE ROUTE

More

- Log as a Workout
- Directions / Notes



Town of Needham
Water Sewer Billing System
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

TO: TOWN TREASURER AND COLLECTOR
cc: TOWN ACCOUNTANT, WATER AND SEWER SUPERINTENDENT

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

WHEREAS certain inadvertent error(s) were made in said commitment(s), it is hereby requested that you abate these particular account(s) in the amount(s) stated below.

Water Sales:	-\$262.05
Water Irrigation:	\$0.00
Water Admin Fees	\$0.00
Sewer Sales:	-\$635.97
Transfer Station Charges:	\$0.00
Total Abatement:	-\$898.02

Order #: 1270

Read and Approved:


Assistant Director of Public Works

3/7/2019


Director of Public Works

3/7/19

For the Board of Selectmen

3/12/19

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

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
DB	Agne	Robert	33527	7000	21	Warren Street	\$0.00	-\$61.35	-\$57.99	-\$119.34	ACC	N
JO	Council on Aging (2)						\$0.00	-\$200.70	-\$577.98	-\$778.68	COA	N
Total:											-\$898.02	

ALSO, LET THIS SERVE AS AUTHORIZATION TO ABATE ANY PENALTY OR INTEREST WHICH HAS ACCRUED DUE TO THE NON-PAYMENT OF AMOUNTS AS STATED ABOVE.

Legend:

O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.

TWN = Town Project caused damage to private property

EC = Extenuating Circumstances

Equip = Equipment Malfunction

UEW = Unexplained water loss

ACC = Accidental Water Loss

BP = Billing Period beyond 100 days

COA = Council on Aging

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

Event Manager Name (Name that will appear on license)	Julie Richmond		
Event Manager Address	863 Great Plain Ave Needham, MA 02492		
Event Manager Phone Number	781-465-2589		
Organization Representing (if applicable)	Charles River YMCA		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☒ Non-profit	☐ For profit	
	☐ Proof of non-profit status is attached Form of Proof: _____		
Name of Event	8th Annual Giving Gala		
Date of Event	March 23, 2019		
License is for Sale of:			
☐ Wines & Malt Beverages Only			
☐ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM:	TO:	
	6 PM	11 PM	
Are tickets being sold in advance for this event?	☒ YES	\$ 150 /per ticket	☐ NO
Is there an admission fee for this event?	☒ YES	\$ 150 /per ticket	☐ NO
Are you using dues collected to purchase alcohol for this event?	☒ YES		☐ NO
How many people are you expecting at this event?	240		
Name & address of event location. Please attach proof of permission to use this facility.			
1471 Highland Ave Needham Powers Hall			
Who will be serving the alcohol to your guests?			
LaMona / Heritage of Sherborn			
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.			
People will obtain alcohol at the bar			
☒ I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))			
Event Manager Signature:			Date:
[Signature]			3/6/19

12 Chairs,
4 8ft tables
rent 6, hall
as 8) 2 6ft
ables 4 bar
ables 23
igh tops

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- 6
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3	4
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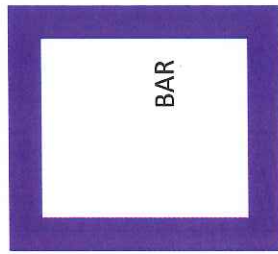
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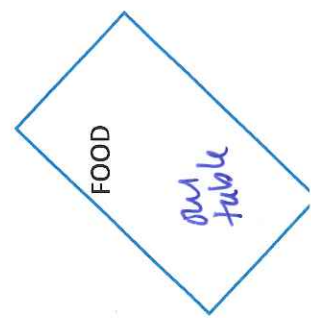
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Three
Squares
New England

FIGHTING FOOD INSECURITY SINCE 2012

January 4, 2019

Three Squares New England
PO Box 31
Belmont, MA 02478
617-365-7761
www.threesquaresne.org

e-mailed 1/3/19

File ✓ PRR ✓
DPW ✓ Police —

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2019 JAN -7 A 8:20

Katherine Sigel
Executive Director

Nikki Witham
Needham Town Hall
1471 Highland Ave
Needham, MA 02492

Board of Directors

Greg Jundanian
Chair

Dear Ms. Nikki Witham,

Jake Filoon
Treasurer

I am writing to request permission to direct a portion of our eighth annual bicycle Ride for Food through Needham on Sunday morning September 22, 2019. Included in this letter is an outline of the routes through Needham as well as reasons the date of September 22nd is critical to the success of the Ride.

Seta Nersessian
Clerk

Objective of the Ride for Food - The purpose of the Ride for Food is to raise awareness and funds to combat hunger in Massachusetts communities. Not only does the Ride raise \$500,000 for 18 local hunger-relief organizations, but the Ride also brings together a community and allows small to mid-size non-profits to participate in a fun and collaborative sporting event. The Ride supports food pantries of Dedham, Needham, Newton (x2) and Wellesley as well as the following food rescue organizations, community farms and food kitchens: A Place to Turn, Boston Area Gleaners, Brookwood Community Farms, Food for Free, Food Link, The Food Project, Gaining Ground, JF&CS Family Table, Lovin' Spoonfuls, Open Table, Ripples of Hope, Urban Farming Institute, Women's Lunch Place, and Waltham Fields Community Farm.

Angela Cavallo

Pete Downing

John Kitchen

Clint Moon

Tom Turner

In 2018, Needham Community Council raised \$46,000 for its programs. Sandra Robinson stresses the importance of the event: *"The Needham Community Council's participation in the 2018 Ride for Food has provided us with both tangible and intangible benefits. Being part of this great event has been a 'game changer' for us."*

Routes - All three routes leave from/return to Noble & Greenough School, Dedham and pass through Needham. However, the 25-mile and 50-mile routes only hit upon a portion of the town. Please note the expected number of cyclists and timing:

10 Mile Route (Exit from Noble & Greenough School, Bridge St to Common/Dedham Ave to Webster, Right on Greendale, Left onto West (police detail) to return to Noble & Greenough School) - 50 cyclists; 10 - 11:00am

25 Mile Route (Dedham Ave to South St (police detail) and left onto Chestnut St (police detail)...returning to Dedham via Central Ave to Charles River St to South and back through Dedham)- 150 cyclists; 9 - 11:00am

50 Mile Route (Dedham Ave to South St (police detail) and left onto Chestnut St (police detail)...returning to Dedham via Central Ave to Charles River St to South and back through Dedham)- 150 cyclists; 7:30 - 11:30am

For details on the route & locations of police detail, please see links or go to <https://ridewithgps.com/events/66098-ride-for-food-2018>



Three
Squares
New England

FIGHTING FOOD INSECURITY SINCE 2012

Three Squares New England
PO Box 31
Belmont, MA 02478
617-365-7761
www.threesquaresne.org

Importance of date, 4th Sunday in September.

- Katherine Sigel
Executive Director - September is the 'ideal' month for cycling and therefore increases attendance and funds raised.
- Board of Directors - There are fewer vehicles on the roads on Sunday than on Saturday and is therefore safer.
- Greg Jundanian
Chair - The Rodman Ride is the 4th Saturday of September, which is in its 28th year and raises millions for at-risk kids. We have overlapping supporters and advisors and therefore cannot hold our Ride on this day.
- Jake Filoon
Treasurer - The Sunday following Labor Day weekend is too close to 'back-to-work/back-to-school'. Our riders and sponsors are not yet engaged. 50% of our donations occur during the month of September.
- Seta Nersessian
Clerk - The 3rd Sunday of September, is the annual Dover Sherborn triathlon, which is in its 14th year. Our events use the same roads and we would not be able to use these roads, which are the more picturesque portion of our Ride and enjoyed by all.
- Angela Cavallo - The 1st weekend in October is perceived to be cold and due to the risk in inclement weather, participants are not inclined to join. We will therefore raise less funds for hunger.
- Pete Downing - **Conflict with Charles River 5K Run/Walk** – Though the Ride for Food traditionally falls on the same Sunday as the Charles River 5K; the two events do not overlap in time or roads used.
- John Kitchen - Nine towns (Dedham, Dover, Holliston, Medfield, Medway, Millis, Natick, Norfolk, and Sherborn) have historically and unanimously approved the Ride for Food on the 4th Sunday in September
- Clint Moon
- Tom Turner

Safety is of Primary Importance

- Police Detail – Each route has police stationed at busy intersections. For example, in Needham, we ask for police stationed at Dedham Ave & South St. and Chestnut St and South St.
- Ride Marshals – Each route is staffed with three route marshals who are well-versed in mechanical work as well as recognizing cyclists who are fatigued or in need of help. One marshal leads the route, one rides with the main group of cyclists and one trails the last cyclist to assure that all cyclists arrive safely back at Nobles.
- Sag Vehicles – Two trucks ride the routes and are in contact with the venue and ride marshals should anyone need assistance back to the venue or to the next water-stop.
- Ambulance - Each year, Fallon Ambulance is stationed at the venue should any emergency occur at or near Noble & Greenough School.
- Insurance – Every participating cyclist and town, including Needham, is insured through American Specialty Insurance & Risk Services.

In short, we would like to ask your town to allow our annual, fundraising event, the Ride for Food to use the streets of Needham on Sunday, September 22nd 2019 to continue the tradition of raising hundreds of thousands of dollars for hunger-relief organizations in and around the MetroWest area.

Thank you for considering this proposal. Please contact me at 617-365-7761 or kati@threesquaresne.org if you have any questions.

Kind Regards,


Katherine Sigel
Executive Director

Ride for Food 2018 - 10 Miles

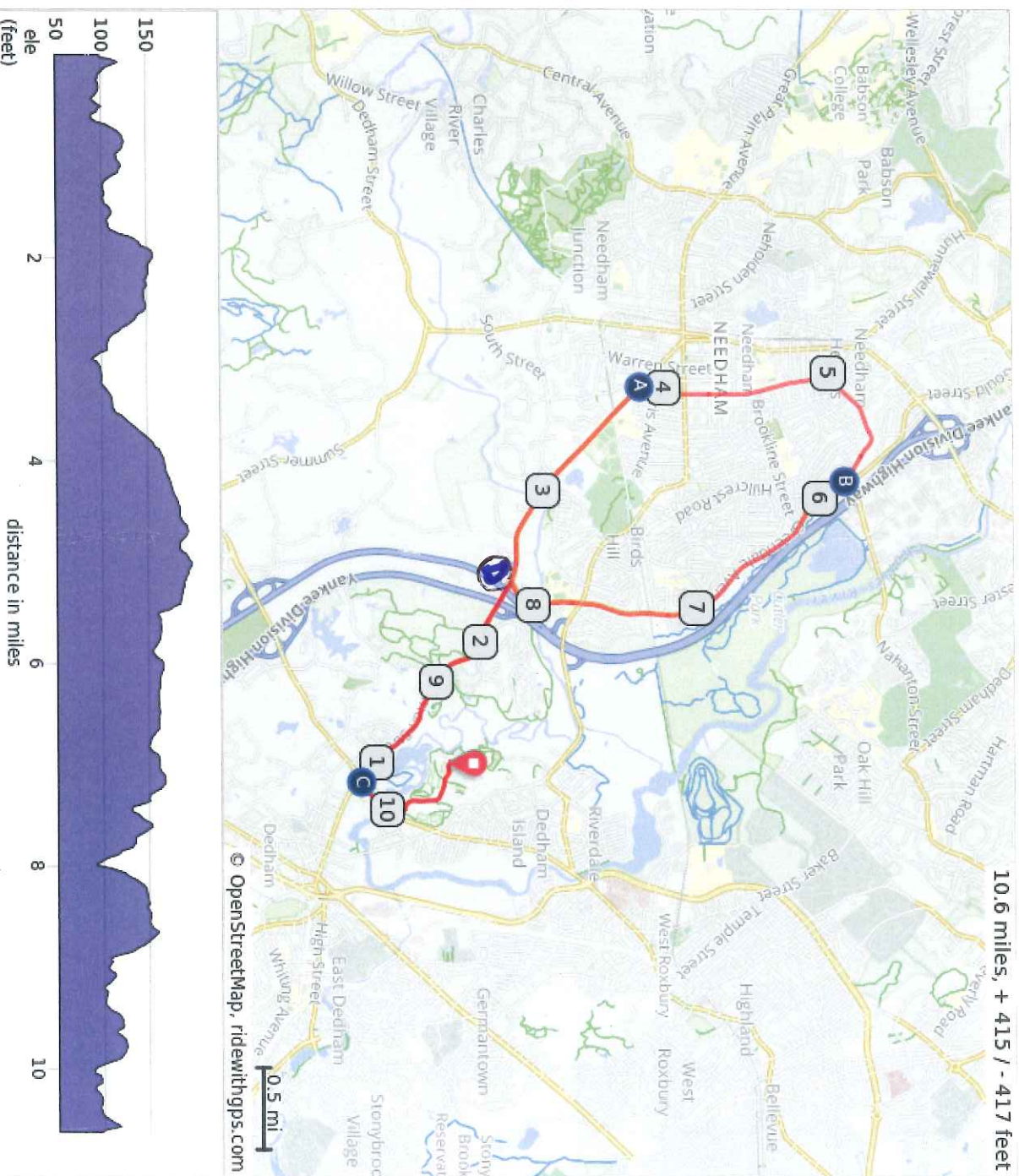


Some police detail not listed

Waterstop Location (food, water, porta-potty): Mile 5.7, 324 Greendale Ave., Needham

Lunch: 11:00am-1:00pm
 Trike Race: 11:00am
 Raffle: 12:45pm

- A. Road Safety Volunteer
- B. Needham Water Stop
- C. Police
- D. **Police**



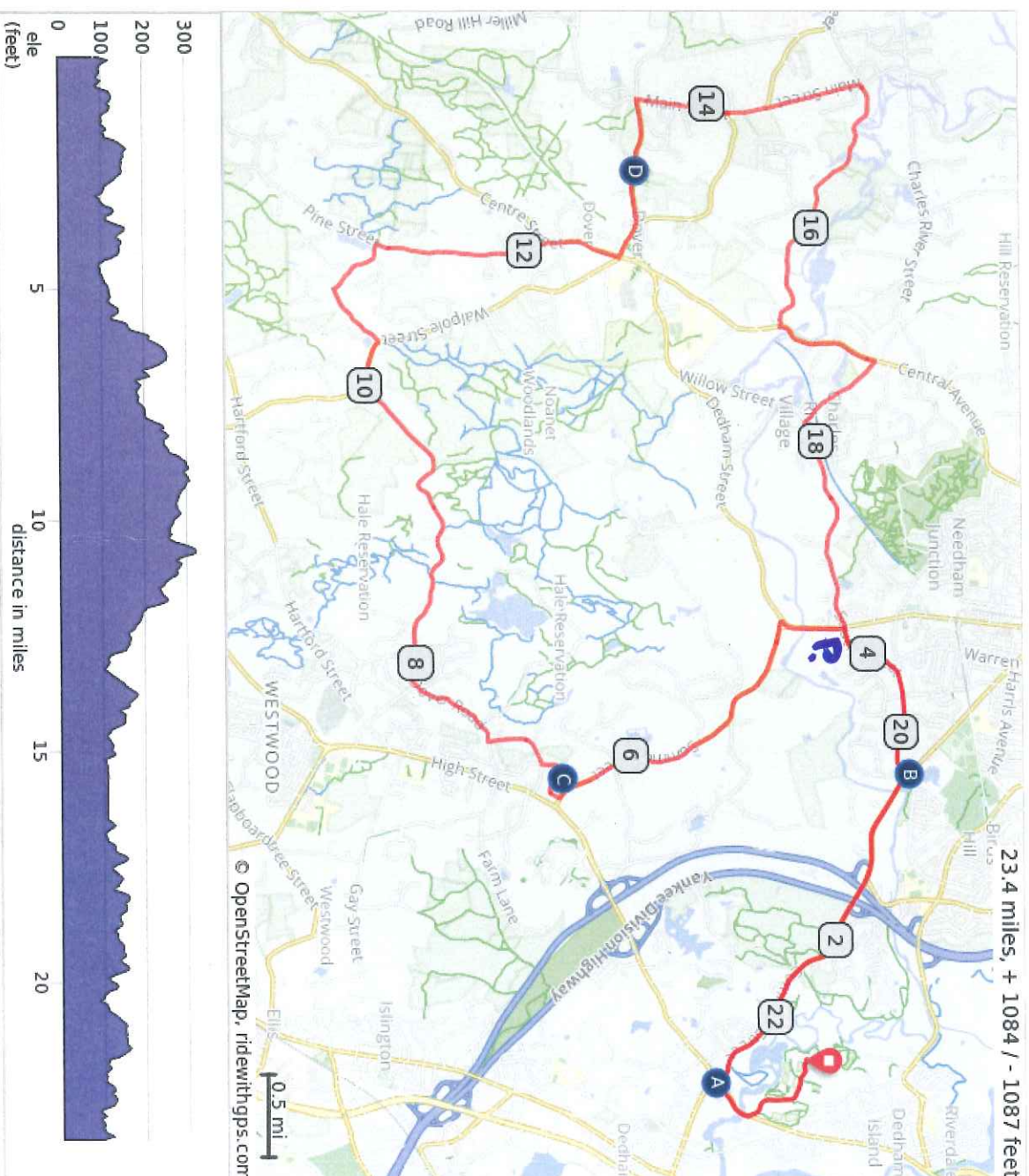
For emergencies, call 911. For any other matter, call event coordinators on-site: Kati, 617-365-7761 Seta, 781-775-0122

Ride for Food 2018 - 10 Miles

Dist.	Type	Note
0.0		Start of route
0.6		Slight R onto Bridge St
0.9		R onto Common St
1.9		Continue onto West St
3.9		R onto Webster St
5.0		R onto High St
5.3		Continue onto Greendale Ave until you get to the water stop at the corner of Greendale and Hunting
8.0		Continue onto Lyons St
8.2		L onto MA-135 E (Police detail)
8.7		Continue onto Common St
9.8		L onto Bridge St
10.1		Slight L onto Campus Dr
10.6		End of route

10.6 miles* +378/-379 feet

Ride for Food 2018 - 25 Miles



For emergencies, call 911. For any other matter, call event coordinators on-site: Kati, 617-365-7761 Seta, 781-775-0122

Dist.	Type	Note
0.0	Start of route	
0.6	R onto Bridge St	
0.9	R onto Common St	
1.9	Continue onto West St	
3.1	L onto South St	
4.2	L onto Chestnut St	
4.5	Continue onto Dedham St	
4.7	L onto Westfield St	
5.3	Bear R onto Summer St	
6.5	R onto Country Ln	
6.9	R onto Conant Rd	
7.3	R onto Dover Rd	
8.5	Continue onto Powisset St. Be very careful of Recycling Station Traffic.	
10.0	R onto Walpole St	
10.3	L onto Cedar Hill Rd	
10.7	R onto Riga Rd	

10.7 miles. +613/-394 feet

Dist.	Type	Note
11.0	L onto Rocky Brook Rd	
11.1	R onto Pine St	
12.2	Continue onto Centre St	
12.6	L onto Springdale Ave	
13.6	R onto Main St	
14.4	Slight R to stay on Main St	
15.0	R onto Claybrook Rd	
16.7	L onto Central Ave/Centre St	
17.3	R onto Charles River St	
17.9	L onto South St	
20.3	R onto West St (Rt. 135)	
21.5	Continue onto Common St (Rt. 135)	
22.5	L onto Bridge St	
22.8	Slight L onto Campus Dr	
23.4	R to stay on Campus Dr	

12.7 miles. +460/-641 feet

Ride for Food 2018 - 50 Miles



Some police detail not listed

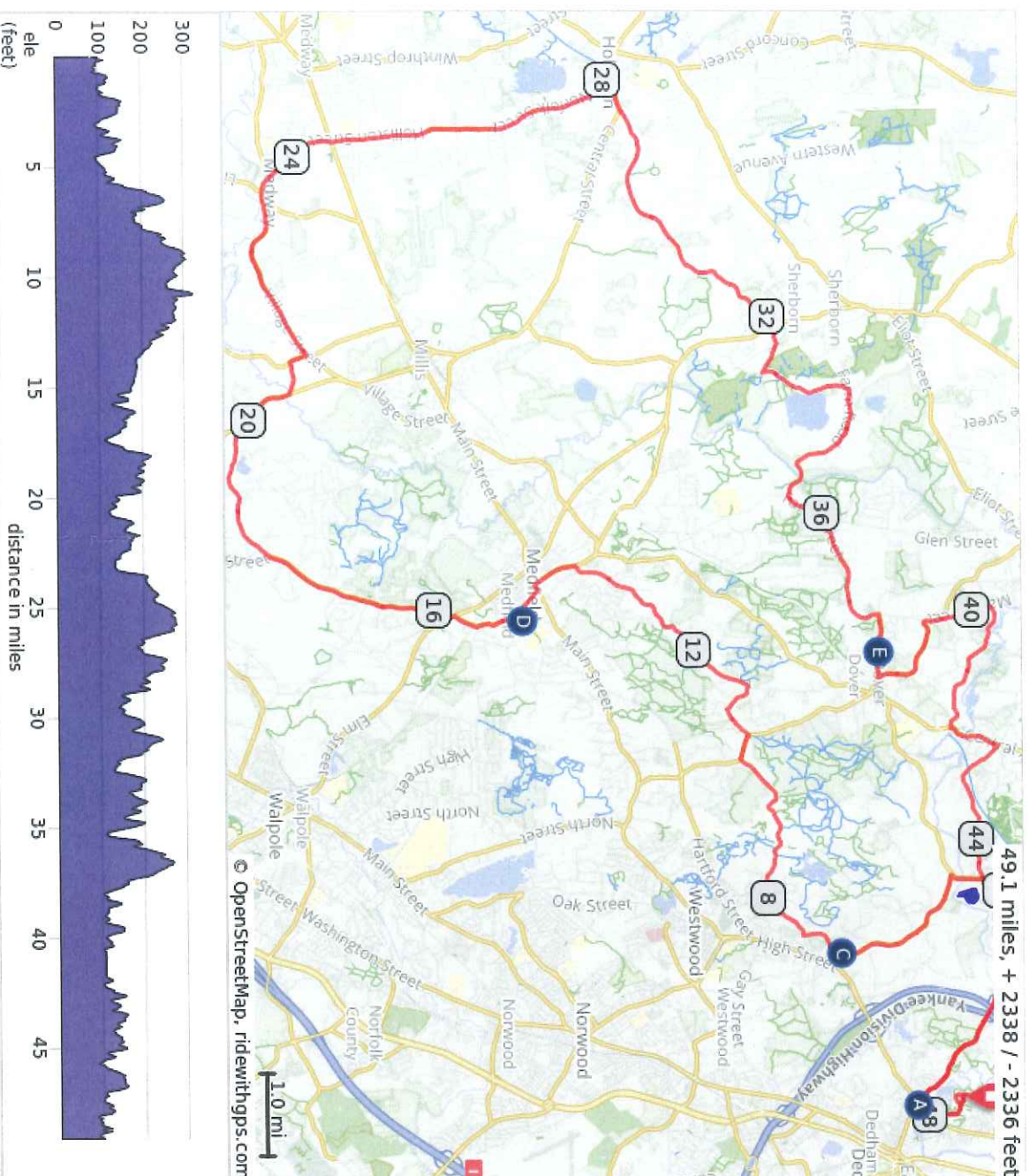
Waterstop Location (food, water, porta-potty): Mile 14.8, Medfield High School, Village Way off South Street AND Mile 38.1, Channing Park, 45-79 Springdale Ave., Dover

Lunch: 11:00am-1:00pm

Trike Race: 11:00am

Raffle: 12:45pm

- A. Police
- B. Police Detail
- C. Caution: speed bump ahead
- D. Medfield H.S. Waterstop
- E. Dover Water Stop
- F. Police**



For emergencies, call 911. For any other matter, call event coordinators on-site: Kati, 617-365-7761 Seta, 781-775-0122

Dist	Type	Note
0.0	▶	Start of route
0.6	➔	R onto Bridge St (Police Detail)
0.9	➔	R onto Common St (Police Detail)
1.9	↑	Continue onto West St
3.2	←	L onto South St at lights (Police detail)
4.3	←	L onto Chestnut St (Police)
4.6	↑	Continue onto Dedham St
4.7	↑	L onto Westfield St (Police Detail)
5.3	➔	Stay R onto Summer St
6.5	➔	R onto Country Ln
6.9	➔	R onto Conant Rd
7.3	➔	R onto Dover Rd
8.5	↑	Continue onto Powisset St
10.0	➔	R onto Walpole St
10.3	←	L onto Cedar Hill Rd
10.8	➔	R onto Riga Rd

10.8 miles. +614/-396 feet

Dist	Type	Note
28.1	➔	R onto Central St
28.6	←	Slight L onto Fiske St (Police Detail)
30.4	↑	Continue onto Mill St
31.4	↑	Continue onto Woodland St
31.6	←	Tricky L onto W Goulding St and cross Route 27 (Police Detail) onto East Goulding
32.7	←	Sharp L onto Lake St
33.8	➔	R onto Farm Rd
35.3	↑	Continue onto Bridge St
35.6	←	L onto Farm St
37.6	➔	R onto Springdale Ave (approaching waterstop)
38.4	←	L onto Church St
38.7	↑	Continue onto Haven St
39.4	➔	R onto Main St
39.7	➔	Slight R to stay on Main St
40.3	➔	R onto Claybrook Rd

16.7 miles. +642/-721 feet

Dist	Type	Note
11.1	←	Take a L onto Rocky Brook Rd
11.2	←	L onto Pine St
13.9	←	L onto North St
14.5	←	L onto Main St
14.5	➔	R onto South St (approaching waterstop) Waterstop coming up
15.7	←	L onto MA-27 S (Police Detail)
15.8	➔	R onto South St
17.4	↑	Continue onto Seekonk St
18.1	➔	R onto Cleveland St
19.1	➔	R onto Holbrook St
20.0	➔	R onto MA-115 N
20.7	←	L onto Baltimore St (Police detail)
21.1	➔	R onto Pleasant St
21.3	←	L onto Village St at the light. (Police Detail)
23.6	➔	Slight R onto Holliston St (Holliston becomes Norfolk St.)

12.8 miles. +473/-541 feet

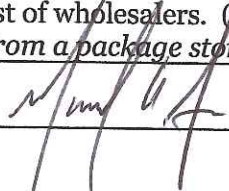
Dist	Type	Note
42.0	←	L onto Central Ave/Centre St
42.6	➔	R onto Charles River St
43.2	←	L onto South St
45.6	➔	R onto Dedham Ave/West St
46.8	↑	Continue onto Common St
47.8	←	L onto Bridge St
49.0	➔	L on Campus Dr and welcome back!
49.1	◻	End of route

8.8 miles. +334/-345 feet

**ONE DAY SPECIAL LICENSE
TOWN OF NEEDHAM BOARD OF SELECTMEN
EVENT INFORMATION SHEET**

RECEIVED
TOWN OF NEEDHAM
SELECT BOARD

(Please complete and attach event flyer or other information.)

Event Manager Name (Name that will appear on license)	MAXWELL SPARR		
Event Manager Address	400 1 ST AVENUE, NEEDHAM, MA 02494		
Event Manager Phone Number	857 - 320 - 0426		
Organization Representing (if applicable)	TRIPADVISOR		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☐ Non-profit ☒ For profit ☐ Proof of non-profit status is attached Form of Proof: _____		
Name of Event	ST. PATRICKS DAY		
Date of Event	3/14/19		
License is for Sale of:			
☒ Wines & Malt Beverages Only ☐ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM:	4pm	TO: 7pm
Are tickets being sold in advance for this event?	☐ YES \$	/per ticket	☒ NO
Is there an admission fee for this event?	☐ YES \$	/per ticket	☒ NO
Are you using dues collected to purchase alcohol for this event?	☐ YES	☒ NO	
How many people are you expecting at this event?	200		
Name & address of event location. Please attach proof of permission to use this facility.			
TRIPADVISOR - 400 1 ST AVENUE, NEEDHAM, MA 02494			
Who will be serving the alcohol to your guests?			
BARTENDER			
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).			
MAXWELL SPARR			
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.			
BAR ON CONSUMPTION			
☒ 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:	3/7/19		

**ONE DAY SPECIAL LICENSE
TOWN OF NEEDHAM BOARD OF SELECTMEN
EVENT INFORMATION SHEET**

RECEIVED
TOWN OF NEEDHAM
SELECT BOARD

(Please complete and attach event flyer or other information.)

Event Manager Name (Name that will appear on license)	MAXWELL SPARR		
Event Manager Address	400 1 ST AVENUE, NEEDHAM, MA 02494		
Event Manager Phone Number	857 - 320 - 0426		
Organization Representing (if applicable)	TRIPADVISOR		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	☐ Non-profit ☒ For profit ☐ Proof of non-profit status is attached Form of Proof: _____		
Name of Event	PEER 1SD HR RECEPTION		
Date of Event	4/4/19		
License is for Sale of:			
☒ Wines & Malt Beverages Only ☐ All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM: 4 PM	TO: 9 PM	
Are tickets being sold in advance for this event?	☐ YES \$	/per ticket	☒ NO
Is there an admission fee for this event?	☐ YES \$	/per ticket	☒ NO
Are you using dues collected to purchase alcohol for this event?	☐ YES	☒ NO	
How many people are you expecting at this event?	50		
Name & address of event location. Please attach proof of permission to use this facility.			
TRIPADVISOR - 400 1 ST AVENUE, NEEDHAM, MA 02494			
Who will be serving the alcohol to your guests?			
BARTENDER			
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).			
MAXWELL SPARR			
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Event Manager Signature:	Date: 3/7/19		



March 8, 2019

Needham Select Board
Needham Town Hall
1471 Highland Avenue
Needham, MA 02492

Dear Chair Dan Matthews and Select Board members,

The purpose of this letter is to request your approval for me to hold more than one appointed position with the Town.

The multiple appointed positions that I wish to hold are:

1. Mental Health Counselor (Special Assignment Support) for the Youth & Family Services Division, \$28.33 per hour, 15.0 hours per week
2. Youth Diversion Program Intake Clinician, \$50.00 per hour, 2.0 hours per week

I seek approval to accept the position of Youth Diversion Program Intake Clinician. I was selected for this position because my skill set, including my graduate degree training and my clinical licensure, make me ideally equipped to assess the mental health and substance use status of young people enrolled in Needham's Youth Diversion Program.

There will be no conflicts with my existing work for the Youth & Family Services Division. My work for the Youth Diversion Program will occur outside of normal business hours and will be of limited frequency. On average, I will work two hours per week in the Intake Clinician Role.

Thank you for considering my request.

Sincerely,

Ben Aronson, Part-time Mental Health Counselor
Youth & Family Services Division

CC: Catherine Delano, Senior Substance Use Prevention Program Coordinator



NEEDHAM PUBLIC HEALTH



March 7, 2019

Needham Select Board
Needham Town Hall
1471 Highland Avenue
Needham, MA 02492

Dear Chair Dan Matthews, Vice Chair John Bulian, and Select Board members,

The Needham Health & Human Services (HHS) Department seeks approval to hire Mr. Ben Aronson as the Intake Clinician for Needham's Youth Diversion Program. Mr. Aronson is currently employed by the Youth & Family Services Division of HHS in a part-time clinician role.

I seek the Board's approval in order to assign Mr. Aronson to an important role with Needham's Youth Diversion Program. If approved, Mr. Aronson would become the Intake Clinician for the Youth Diversion Program; in this capacity, Mr. Aronson will perform mental health and substance use assessments for those individuals referred to the Youth Diversion Program.

Attached please find a copy of a request letter from Mr. Aronson, informing the Select Board about his role in YFS and requesting approval for the additional assignment with the Youth Diversion Program, along with Mr. Aronson's 20(b) Disclosure Form.

Please let me know if you have questions or concerns, or if I may provide additional information. And thank you for considering this request.

Sincerely,

Timothy Muir McDonald
Director of Health & Human Services, Town of Needham

**DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)**

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Ben Aronson
Title/ Position	Special Assignment Support (Part-time Mental Health Counselor)
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Needham Youth & Family Services Division
Agency Address	1471 Highland Avenue Needham, MA 02492
Office phone:	781-455-7500
Office e-mail:	baronson@needhamma.gov
	Check one: ☐ Elected or ☒ Non-elected
Starting date as a municipal employee.	2/6/16
BOX # 1	ELECTED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am an elected municipal employee.
Write an X beside your financial interest.	☐ STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR ☐ STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a municipal contract is: ☐ I have a non-elected, compensated municipal employee position. ☐ A municipal agency has a contract with me. ☐ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ☐ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2	NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am a non-elected municipal employee.
	☐ STATEMENT # 1: I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	My financial interest in a municipal contract is: ☐ A municipal agency has a contract with me, but not an employment contract. ☐ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. -- OR -- ☐ STATEMENT # 2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a municipal contract is: ☒ I have a non-elected, compensated municipal employee position. ☐ A municipal agency has a contract with me. ☐ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ☐ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	Needham Health & Human Services 178 Rosemary Street Needham, MA 02494
Please put in an X to confirm these facts.	"My Municipal Agency" is the municipal agency that I serve as a municipal employee. The "contracting agency" is the municipal agency that made the contract. ☒ My Municipal Agency is not the contracting agency. ☒ My Municipal Agency does not regulate the activities of the contracting agency. ☒ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. ☒ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU. - Please explain what the contract is for. Mental health and substance use assessments
FILL IN THIS BOX OR THE BOX ABOVE	ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY. - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. \$50.00/hour
Date when you acquired a financial interest	4/01/2019 (if approved)
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. N/A
Date when your immediate family acquired a financial interest	N/A
Write an X to confirm each statement.	FOR A CONTRACT FOR PERSONAL SERVICES – Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency). I will have a contract with a municipal agency to provide personal services. ☒ X The services will be provided outside my normal working hours as a municipal employee. ☒ X The services are not required as part of my regular duties as a municipal employee. ☒ X For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	
Date:	3/08/2019

Attach additional pages if necessary.

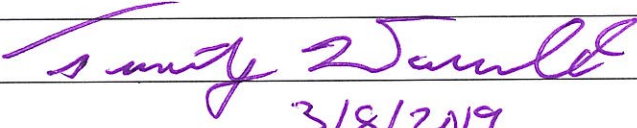
NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	Timothy McDonald
Title/ Position	Director of Health & Human Services
Municipal Agency:	Town of Needham, Health & Human Services Department
Agency Address:	178 Rosemary Street Needham, MA 02494
Office Phone:	781-455-7940
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	3/8/2019

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN OR TOWN COUNCIL**

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.