

**Town of Needham
Select Board
Minutes for December 17, 2019
Needham Town Hall
Select Board's Chamber**

6:00 p.m. Executive Session- Exception 3: Potential Litigation & Collective Bargaining

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

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

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

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

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 Chair John A. Bulian. Those present were Maurice P. Handel, Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

7:00 p.m. Recognize Needham High School Girls Volleyball Champions:
Courtney Chaloff, Coach and members of the Needham High School girl's volleyball team appeared before the Board. Mr. Borrelli read a Certificate of Appreciation recognizing the team on its amazing 21-0 season and winning the Division 1 State Championship for the first time in school history.

The Board congratulated Coach Chaloff and the team.

7:04 p.m. Public Hearing: Eversource Energy Grant of Location –Webster Street
Maureen Carroll, Eversource Energy representative appeared before the Board requesting permission to install approximately 8 feet of conduit in Webster Street. Ms. Carroll said this work is necessary to provide new underground electric service to 1122 Webster Street, Needham.

Ms. Fitzpatrick indicated all paperwork is in order.

Mr. Bulian invited public comment. No comments were heard.

Motion by Mr. Handel that the Select Board approve and sign a petition from Eversource Energy to install approximately 8 feet of conduit in Webster Street. This work is necessary to provide underground electric service to 1122 Webster Street, Needham.

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

7:05 p.m. Hearing: Liquor Compliance Violation
Police Chief, John Schlittler, Lieutenant John McGrath, and representatives of the Residence Inn by Marriott including Najwa Murphy, General Manager, Josh Bowman, Attorney, Sherin and Lodgen, Mark Newman, VP Food and Beverage, Stonebridge Companies appeared before the Board to discuss the modification, suspension, revocation, or cancellation of the liquor license for Needham 365 Bev, LLC d/b/a Residence Inn by Marriott.

Chief Schlittler read a description of the alcohol compliance check at Needham 365 Bev, LLC d/b/a Residence Inn located at 80 B Street, Needham on October 16, 2019. He stated staff served alcoholic beverages to a person under twenty-one years of age in violation of Massachusetts General Law Chapter 138 Section 34. Chief Schlittler said this is the third offense for this location within one year.

Mr. Bulian asked representatives for comment.

Mr. Newman gave the Board a list of measures taken in order to satisfy future compliance checks. He stated all employees involved in any way with alcohol service or supervision have retaken TIPS training, been trained on an electronic Crown Security Products ID scanner. He also told the Board about a new hiring process, signage stating all guests will be carded regardless of age or appearance, a calendar now in place stating guests must be 21 years of age or older, and a third party secret shopper hired on a weekly basis to test procedures.

Ms. Cooley said it is very disconcerting to know this is the 3rd failed compliance check within a year, but appreciates the actions taken to remedy the situation.

Mr. Borrelli said the Board must decide on whether to modify, suspend, revoke, or cancel the liquor license. He said based on the steps taken, he will vote to either modify or suspend the license.

Mr. Matthews said the reason for compliance checks is because the Town does not want problems, sometimes seen in other communities. He concurred with the comments made by the Board.

Mr. Bulian said this is the first time any establishment has failed a compliance check three times within one year. He said a three consecutive day suspension of

the liquor license is an appropriate penalty to be worked out with the Town Manager. He commented that he is happy with the new measures.

Mr. Handel said the time period of a suspension should be considered in a way that does not disrupt guest events at the hotel. He said the purpose of a suspension is to make sure everyone understands the seriousness of alcohol compliance.

Motion by Mr. Handel that the Select Board vote to suspend the liquor license for Needham 365, LLC d/b/a Residence Inn by Marriott for a period of three consecutive days to be determined by the Town Manager.

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

7:19 p.m. Appointments and Consent Agenda:

Motion by Mr. Borrelli that the Select Board vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS: No Appointments were made at this meeting.

CONSENT AGENDA

- 1. Vote to place the following on the Tuesday, April 14, 2020 Annual Town Election ballot: “Trustee of Public Library, For One Year, Vote for One” and “Needham Housing Authority for Four Years, Vote for One” and “Needham Planning Board for Three Years, Vote for One.”**
- 2. Approve a request from The James to extend its liquor license on December 31, 2019 until 1:00 a.m. The Police Department has approved this request.**
- 3. Approve request from Rabbi Mendel Krinsky from the Chabad Jewish Center to hold a Menorah lighting ceremony on the Town Common on Monday, December 23, 2019 starting at 6:00 pm. Garrity Way cannot be accessed until 5:00 pm. Festivities include use of a Needham Fire Truck to dispense gelt to the attendees.**
- 4. Approve a request from the Needham Track Club to hold “The Great Bear Run” road race on Sunday, May 17, 2020 from 7:30 a.m. to 4:00 p.m. on the grounds of the Pollard Middle School. The route has been approved by the following departments, DPW, Police, Fire and Park and Recreation.**
- 5. Approve a request from Jessica Rice, who has submitted a Road Event form, to hold its “Jog Your Memory 5K Run/2 mile walk” on Sunday, September 20, 2020 from 6:00 a.m. to 11:00 a.m. The route has been approved by the following departments, DPW, Police, Fire and Park and Recreation.**
- 6. Approve a request from Angela O’Connor of Park and Recreation and Kevin Keane, Event Coordinator, who have submitted a Road Event form, to hold its “Needham 1775” walk on Saturday, April 4, 2020 from 8:00 a.m. to 3:00 p.m. The route has been approved by the following departments, DPW, Police, Fire and Park and Recreation.**
- 7. Approve a request from Mark Walter, of the Michael Carter Lisnow Respite Center, who is organizing its “Harvest Ride for Respite”, to have a portion of**

its ride go through Needham. The event is scheduled for September 26, 2020 from 10:00 a.m. to 11:30 a.m. The route of the ride has been approved by the following departments, DPW, Police, Fire, and Park and Recreation.

8. Approve a Special One Day Wines & Malt Beverages License from Lee-Ann Keeler, of the FRIENDS of the Center at the Heights, to host a Spring Fling event on March 28, 2020 (with a snow date of April 11, 2020) from 4:00 p.m. to 7:30 p.m. The event will be held at the Center at the Heights, 300 Hillside Avenue, Needham, M.A.
9. Approve and sign application for recertification as Tree City USA for 2019.
10. Approve request from Village Club to extend operational hours on New Year's Eve for the Club (lower) portion only: Last call - 12:15 am; Members off premises - 12:45 am; and everyone (bartender) off premises - 1:00 am.
11. Approve Open Session minutes of November 26, 2019 and December 3, 2019.
12. Approve a Special One Day All Alcoholic Beverages License for Artie Crocker, of New Year's Needham to host its New Year's Needham event on December 31, 2019 from 9:00 p.m. to 12:30 a.m. (January 1, 2020). The event will be held in Powers Hall at Town Hall, 1471 Highland Avenue, Needham MA.
13. Sign a Certificate of Appreciation for the Chinese Friends of Needham in recognition of its ten-year anniversary and its contribution to a diverse and vibrant local community.
14. Approve a Special One Day Wines & Malt Beverages License for Meghan Sutherland, of St. Joseph Elementary School Parent School Association, to host a Parent's Trivia Night on January 10, 2020 from 6:00 p.m. to 10:00 p.m. The event will be held at St. Joseph's Elementary School, 90 Pickering Street, Needham.
15. Approve a 20B Exemption for Faith Crisley who is an employee in the Town of Needham as a Recording Secretary for Youth and Family Services and the Council on Aging to engage in work with the Needham Free Public Library as Library Page in the Circulation Department.

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

Mr. Bulian highlighted three committee vacancies to be placed on the Annual Town Election ballot for Tuesday, April 14, 2020 including "Trustee of Public Library, For One Year, Vote for One" and "Needham Housing Authority for Four Years, Vote for One" and "Needham Planning Board for Three Years, Vote for One." He encouraged residents to consider applying for one of the vacancies, noting ballot papers will be available at the Town Clerk's office after January 1, 2020.

7:20 p.m.

Director of Public Works:

Richard Merson, Director of Public Works appeared before the Board with three items to discuss:

1. Notice of Traffic Regulation - B Street
Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #SS19-12-17 requiring that B Street northeast

bound and southwest bound be designated as stopped streets at the intersection of Third Avenue.

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

2. Notice of Traffic Regulation - Gibson Street

Motion by Mr. Borrelli that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P19-12-17 for Gibson Street, Time Limited in Designated Places, Both sides, from Manning Street to Page Road - 1 Hour Parking, 8 AM - 4 PM, School Days.

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

3. Notice of Traffic Regulation - Pickering Street

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #SS19-12-17a requiring that Pickering Street northbound and southbound be designated as stopped streets at the intersection of Kingsbury Street.

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

7:27 p.m.

Joint Meeting with Park & Recreation Commission:

Patty Carey, Director of Park & Recreation, Angela O'Connor, Assistant Director of Park & Recreation, Cindy Chaston, Park & Recreation Commission, Christopher Gerstel, Park and Recreation Commission, and Michelle Geddes, Park and Recreation Commission appeared before the Board to discuss issues of common interest including: the 2019 Rosemary Pool season, Ridge Hill/Nike site plans, polling locations, recreational opportunities in the downtown, park ranger programs, access to Rosemary Camp Property, and on-going capital projects.

Ms. Carey gave the Board information on the daily use for the first season of the new Rosemary Pool Complex. Ms. Chaston said there were nearly 50,000 visits to the new complex, mostly Needham residents. Mr. Gerstel said non-residents who heard of the project came from Bellingham, MA, New Hampshire, and surrounding communities. It was pointed out that many local food deliveries were made so people did not have to leave the property to purchase food.

Discussion ensued on pool revenue and expenses, with Mr. Borrelli pointing out revenue of roughly \$524,000 was nearly quadruple the previous figure.

Mr. Matthews said the report is helpful. He said two important concerns were whether people would use the pool, and can the Town take care of the facility. He said the outcome is great, noting a commitment must be made to maintain the facility. Mr. Gerstel said many boards and committees, the Parks and Forestry Division, and Department of Public Works who help on a year-round basis made the end goal attainable. Ms. Chaston said community support is very much appreciated.

Mr. Handel said it is encouraging that many senior citizens used the pool.

Mr. Borrelli asked if staffing will continue to be an issue after Labor Day? Mr. Gerstel said staffing will always be a constant challenge, but better planning will help bridge the gap between students returning to school and the Labor Day pool closing.

Discussion ensued regarding the use of the Rosemary Complex as a polling location, Ridge Hill/Nike site and the “Blue Sky” workshop planned for the new year, and other goals including recreational opportunities in the downtown, accessing the Rosemary Camp property, park ranger programs, and the Big Belly trash pilot program.

Mr. Borrelli asked about the park ranger program and having a dedicated volunteer monitoring fields for trash/dogs, an ice-skating rink at Greene’s Field, and the possibility of a local skate park. Mr. Gerstel said the commission is exploring possibilities for monitoring fields. Ms. Chaston commented on possible locations for a skate park. She said a short-term ice rink at Greene’s Field is possible, but longer term requires a lot of maintenance.

Mr. Matthews commented on the difficulty accessing the Rosemary Campground, saying clearing access points of overgrown debris should be a priority. Ms. Carey said funding to demolish and replace the current building with a covered picnic pavilion, as well as money for a new dock on the lake has been secured.

Ms. Fitzpatrick said the goal for this coming year is to finish what has been started, noting money was appropriated a long time ago for the boat launch. She said every funded project now has a contact person to work toward completion of each project. Ms. Chaston told the Board a basketball court at the Rosemary Complex is not possible due to lack of space. She also commented that the commission would love to see the boat launch completed. Mr. Gerstel commented on opportunities for art in the downtown, citing wrapped utility boxes, as well as sprucing up the railway bridge over Route 135 as a way to beautify the entrance to Town.

The Board thanked the Park & Recreation Commission for the update.

8:05 p.m. Daxing-Needham Pre-Hospital Care Conference Report:
Fire Chief Dennis Condon, Firefighter, Paramedic Mark McCulloch, and EMS Administrator Ed Sullivan appeared before the Board to discuss the Daxing-Needham Pre-Hospital Care Conference Report and their recent trip to Daxing, China.

Chief Condon showed pictures of their trip, noting the Chinese representatives have a lot of respect for the relationship with Needham. He discussed various medical equipment used for simulation of a mass casualty event, as well as the differences in how emergencies are handled in Needham and in Daxing. Chief Condon noted training took place at Boston Ivy Global, LLC., Daxing District, Beijing. He said

working with school children learning CPR was a highlight. Since returning from the trip, Chief Condon said there is heightened curiosity and questions from chiefs of surrounding towns wanting to know about the trip.

The Board thanked Chief Condon, Paramedic McCulloch, and EMS Administrator Ed Sullivan for their report.

8:18 p.m. Town Manager:
Kate Fitzpatrick, Town Manager appeared before the Board with four items to discuss:

- 1. Capital Improvement Plan
Ms. Fitzpatrick asked the Board to approve the Capital Improvement Plan for FY2021-2025.

Motion by Mr. Handel that the Board approve the FY2021-2025 Capital Improvement Plan for transmittal to the Finance Committee.
Second: Mr. Borrelli. Unanimously approved 5-0.

- 2. Polling Location Changes
Ms. Fitzpatrick reminded the Board of a working group including the Town Clerk, Police Department, and the School Department who discussed the difficulties of polling locations at the schools. She said new polling locations have been proposed and recommended the Board approve the plan.

Motion by Mr. Handel that the Board vote to set the following polling locations for up-coming elections:

<u>Precinct</u>	<u>Current</u>	<u>Proposed</u>
Precinct A	Center at the Heights	Center at the Heights
Precinct B	Center at the Heights	Center at the Heights
Precinct C	Newman School	Newman School
Precinct D	Newman School	Newman School
Precinct E	Broadmeadow School	Public Services Administration Building
Precinct F	Needham High School	Rosemary Recreation Complex
Precinct G	Needham High School	Rosemary Recreation Complex
Precinct H	Broadmeadow School	Public Services Administration Building
Precinct I	Mitchell School	Town Hall (Public Safety)
Precinct J	Mitchell School	Town Hall (Public Safety)

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

Ms. Cooley suggesting monitoring whether there is a drop in voting due to the change in polling locations.

Mr. Matthews said he hopes the public understands the change is due to safety issues and school operational requirements. He said voters must be informed of the polling location change.

Mr. Bulian said every opportunity to get the word out as to the change in polling locations should be considered. He suggested a list of the new polling locations be incorporated into the census, utility bills, real estate tax bills etc.

Mr. Handel suggested the recently hired public information officer could get the word out to residents.

Mr. Borrelli commented clear instructions should be given out on where people holding candidate signs should stand at the new locations.

3. Update of FY2020-FY2021 Goals

Ms. Fitzpatrick updated the Board on the status of the Board's FY2020-FY2021 goals. She commented on the Ridge Hill/Nike site, N2025 project, NPDES compliance, MassDOT Complete Streets program, Highway Commercial 1 Zoning, Green Community status, increased public support for community celebrations and festivals, and electronic permitting.

The Board thanked Ms. Fitzpatrick for the update.

4. Town Manager's Report

Ms. Fitzpatrick reported on the "Jog for Joy" event sponsored by the High Rock Church, saying thousands of dollars were raised and donated for mental health services in Needham. She said it was also a wonderful collaboration with "Girls on the Run" to raise funds for youth mental health.

8:34 p.m. Board Discussion:

1. Committee Reports

No Committee Reports were made.

Mr. Bulian wished everyone a very happy holiday season, reminding the public of the New Year's Needham events on December 31, 2019.

8:35 p.m. Executive Session: Exception 3 & Exception 6

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

Exception 3 – To discuss strategy with respect to collective bargaining or litigation, or to conduct strategy sessions in preparation for negotiations with non-union personnel; and

Exception 6 – To consider the purchase, exchange, taking, lease, or value of real property if such discussion may have a detrimental effect on the negotiating position of the governmental body.

Not to return to open session prior to adjournment.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

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

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