

SELECT BOARD

6:00 p.m. September 8, 2020

Needham Town Hall

Agenda

Under Governor Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20", issued March 12, 2020 and in effect until termination of the emergency, meetings of public bodies may be conducted virtually provided that adequate access is provided to the public.

To listen and view this virtual meeting on a phone, computer, laptop, or tablet, download the "Zoom Cloud Meeting" app in any app store or at www.zoom.us. At the above date and time, click on "Join a Meeting" and enter the meeting 811 7873 3033 or click the link below to join the webinar: <https://us02web.zoom.us/j/81178733033>

	5:45	Informal Meeting with Citizens <i>One or more members of the Select Board will be available between 5:45 and 6:00 p.m. for informal discussion with citizens. Because of planning constraints during the COVID emergency, residents wishing to speak during that time should call the Select Board Office at (781)-455-7500, extension 204, not later than 3PM on the business day before the meeting to request an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i>
1.	6:00	Public Hearing: Eversource Energy Grant of Location- Linden Street Maureen Carroll, Eversource Energy Representative
2.	6:00	Change of Manager- Bertucci's Restaurant Steve Sprague, Proposed Manager
3.	6:10	Town Manager - Needham Unite Against Racism Working Group - Close Special Town Meeting Warrant - Positions on Warrant Articles - Town Manager Update
4.	6:45	Board Discussion Committee Reports

CONSENT AGENDA *=Backup attached

1.*	Approve Select Board Minutes from July 23, 2020, August 6, 2020, August 18, 2020, and August 21, 2020.
2.	Accept the following donations made to the Needham Community

	Revitalization Trust Fund: \$1500 from Needham Public Library and \$200 from Ashly Scheufele.
3.*	Water and Sewer Abatement Order #1295.
4.	Accept a \$20 donation made to Needham Youth & Family Services' Volunteers Around Needham Program from the Coppinger family.
5.	Accept the following gifts received by the Needham Public Library for the period of May 1, 2020 to August 31, 2020: The Needham Garden Club donated \$35.00 to purchase a book on native plants in memory of Marjorie Ounanian; Si Si Goneconto and friends made face coverings for the library staff (priceless); Ann MacFate donated \$250.00 in memory of Irene MacFate; Kristen Toohill made a \$100.00 donation for the purchase of audiobooks on race; The following people made donations to the library in memory of David C. Yoke: Odette Howard--\$20.00, Deborah W. Coogan--\$50.00, Eleanor & Joseph Morrison--\$25.00, Sheila Goldstein--\$20.00, and Anne Madaus--\$50.00; Patricia Menno-Coveney and Stephen Menno made a \$75.00 donation to the library in honor of Tom Harkins 75th birthday; Monica Main sent the library a copy of her new book, <i>The Lost Secret: Unlocking the Hidden Chapters of Napoleon Hill's Think and Grow Rich</i>. (\$22.95); The Friends of the Needham Public Library made a \$500 donation in honor of Greg Shesko; Mass Audubon sent the library a copy of Barry Van Dusen's new book, <i>Finding Sanctuary: An Artist Explores the Nature of Mass Audubon</i>. (\$35.00); Barnes and Noble gave the library a copy of John Shallman's new book, <i>Return from Siberia</i>. (\$24.99); Lois and Bill Bacon donated \$200.00 in support of the Diversity Series at the library; and Keith and Lynn McClelland donated a copy of Ginger Bolton's new book, <i>Boston Scream Murder</i> (\$15.95).



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

MEETING DATE: 09/08/2020

Agenda Item	Public Hearing: Eversource Energy Grant of Location –Linden Street
Presenter(s)	Maureen Carroll, Eversource Energy Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Eversource Energy requests permission to install approximately 10 feet of conduit in Linden Street. This work is necessary to provide underground electric service to 29 Linden Street, Needham. The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.	
2.	VOTE REQUIRED BY SELECT BOARD
<u>Suggested Motion:</u> Move that the Select Board approve and sign a petition from Eversource Energy to install approximately 10 feet of conduit in Linden Street. This work is necessary to provide underground electric service to 29 Linden Street, Needham.	
3.	BACK UP INFORMATION ATTACHED
(Describe backup below) a. DPW Review Sheet b. Letter of Application c. Petition d. Order e. Petition Plan f. Notice Sent to Abutters g. List of Abutters	

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

P.O. Box 920364 NEEDHAM, Ma. 02492 Telephone: (781) 455-7550
www.needhamma.gov/dpw

TO: Nikki Witham, Selectmen Office
FROM: Judy Laffey, DPW Office
DATE:
RE:

For Selectmen Meeting of

Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: 8-24-2020

REVIEWER: R.W.N.

SITE LOCATION: #29/31 LINDEN ST.

UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

☒ A) Sidewalk/Grass Strip Crossing Only

Peer Review tar okay 8/28/20

B Work Within Paved Road Perpendicular Crossing

Peer Review _____

C Work Within a Plaza Area/Landscaped Island/Parallel Along Roadway

Peer Review _____ Div. Head Review _____

D Other

Peer Review _____ Div. Head Review _____

☒ Petition Plan Consistent with Field Review

☐ Old Pole Removed N/A

☒ Diameter of Conduit 3"

☒ Cables Transferred to New Pole

☒ Depth of Conduit

☒ New Riser on Pole

☒ Utility Conflicts

☒ Visible Trench Patch across Road/Sidewalk

☒ Crossing Perpendicular to Road

☒ Abutters List Complete

☒ Public Road

☒ Photos Included

☐ Double Pole N/A

Department Head _____

COMMENTS:

PETITION PLAN SHOWS CONDUIT HEADING TOWARDS THE PROPERTY OF #21,

MISLABELLED AS #29, NOT WHERE THE REAL PROPERTY OF #29/31 LINDEN ST.

ALSO, SIDEWALK IN FRONT OF PROPERTY HAS BEEN RESURFACED, HOWEVER I
DONT THINK THE CONDUIT TO THE POLE HAS BEEN INSTALLED
AS OF YET (NO VISIBLE RISER ON POLE).



200 Calvary Street
Waltham, Ma 02453

August 19, 2020

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

RE: Linden Street
Needham, MA
W.O. #2397579

Hearing Required

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install 10 ± feet of conduit in Linden Street.

The reason for this work is to provide underground electric service to 29 Linden Street.

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

Very truly yours,

Richard M. Schifone

Richard M. Schifone
Rights and Permits, Supervisor

RMS/sky
Attachments

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

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

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

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated August 19, 2020** and filed herewith, under the following public way or ways of said Town:

Linden Street - Westerly from pole 38/3 approximately 192 ± north of Walnut Street, a distance of about 10± feet of conduit.

**(W.O. 2397579)
Hearing Required**

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

BY *Richard M. Schifone*

Richard M. Schifone
Rights & Permits, Supervisor

Dated this ____ **day of** _____

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2020

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Linden Street - Westerly from pole 38/3 approximately 192 ± north of Walnut Street, a distance of about 10± feet of conduit.

(W.O. 2397579)
Hearing Required

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **A.Debenedictis, Dated August 19, 2020** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Select or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	Board of Select
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

CERTIFICATE

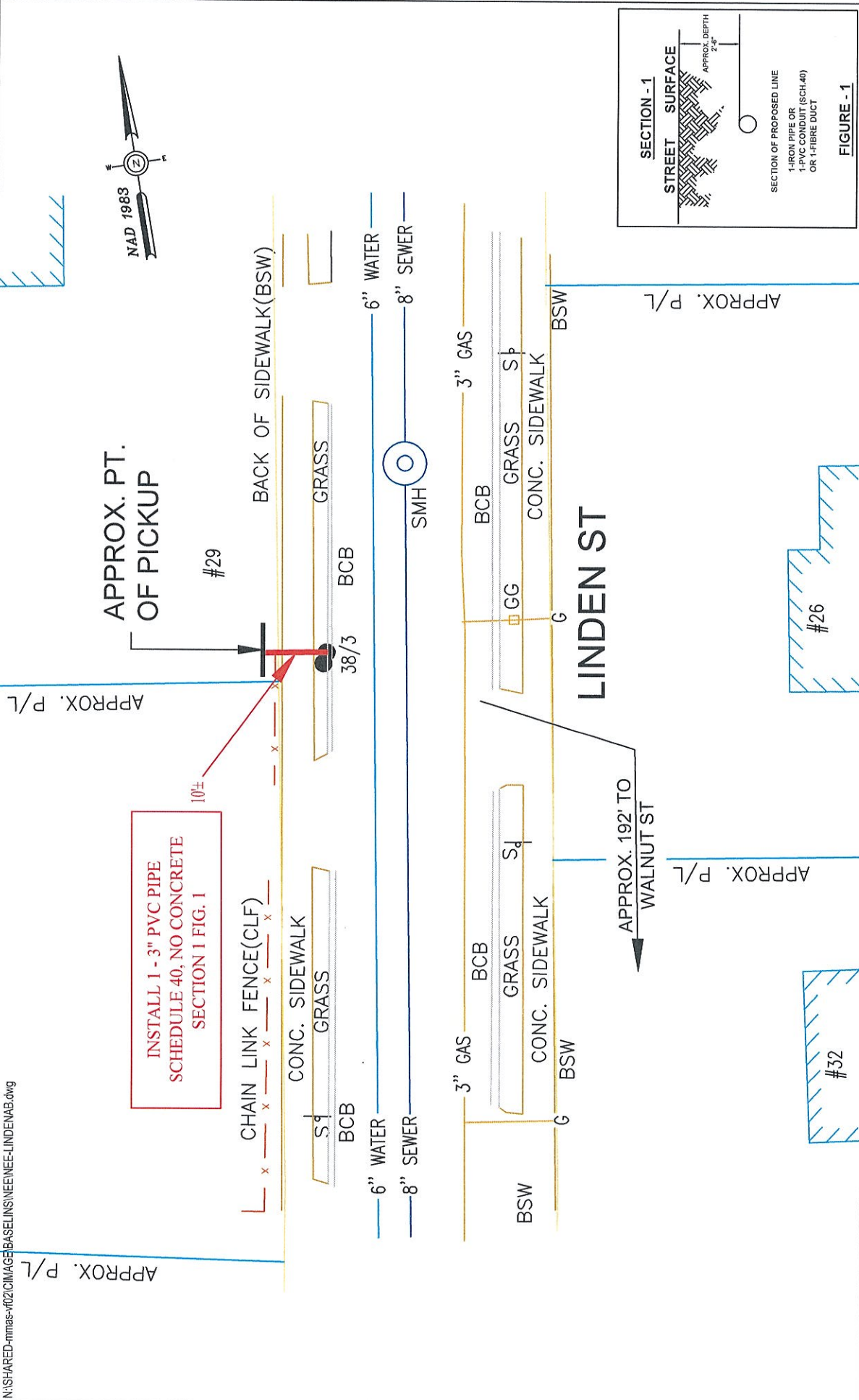
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2020 at _____ in said Town.

1	_____	
2	_____	Board of Select
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Select** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2020 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **NEEDHAM**, Massachusetts



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

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

SCALE IN FEET

0 20 40

C# 166-20	
Ward #	
Work Order #	2397579
Surveyed by:	GC/JC
Research by:	JC
Plotted by:	GC
Proposed Structures:	TL
Approved:	A DEBENEDICTIS
P#	

NSTAR EVERSOURCE
Electric & Gas
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of LINDEN ST., NEEDHAM

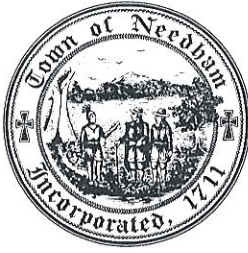
Showing PROPOSED CONDUIT LOCATION

Scale 1"=20' Date AUGUST 19, 2020

SHEET 1 of 1







Under Governor Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20," issued March 12, 2020 and in effect until termination of the emergency, meeting of public bodies may be conducted virtually provided that adequate access is provided to the public.

The Select Board will hold this public hearing as part of its virtual meeting on Tuesday, September 8, 2020 at 6:00 p.m. No in-person meeting will take place at the Needham Town Hall, 1471 Highland Avenue, Needham, MA.

To listen, view and participate in this virtual meeting on your phone, computer, laptop, or tablet, download the "Zoom Cloud Meeting" app in any app store or at www.zoom.us. Zoom meeting ID information will be posted on the Select Board's agenda at www.needhamma.gov on September 4, 2020, alternatively you may call 781-455-7500 ext. 204.

NOTICE

To the Record

You are hereby notified that a virtual public hearing will be held **at 6:00 p.m. on September 8, 2020** upon petition of Eversource Energy dated **August 19, 2020** to install approximately 10 feet of conduit in Linden Street. This work is necessary for underground electric service to 29 Linden Street, Needham.

A public hearing is required and abutters should be notified.

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

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

SELECT BOARD

Dated: August 28, 2020

29-31 LINDEN STREET

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP	PARCEL ID	PROPERTY ADDRESS
UNITED STATES POSTAL SERVICE		6 GRIFFIN RD NORTH	WINDSOR	CT	06096	1991320005200000	1150 GREAT PLAIN AVE
PRENTISS, DANIELLE		20 LINDEN ST	NEEDHAM	MA	02492	1991320005300000	20 LINDEN ST
WALLACE, ANDREW M. &	GERSHOVSKY, RONA Y	26 LINDEN ST	NEEDHAM	MA	02492	1991320005400000	26 LINDEN ST
PATEY, DAVID W &	PATEY, CAROL L	32 LINDEN ST	NEEDHAM	MA	02492	1991320005500000	32 LINDEN ST
BAUER, JONATHAN A. TR. &	BAUER, PEGGY F. TR.	17 MAPLE TER	NEEDHAM	MA	02492	1991320005600000	17 MAPLE TERR
LEGHORN, JOSEPH J &	DESIMONE, DOROTHY H	40 LINDEN ST	NEEDHAM	MA	02492	1991320005700000	40 LINDEN ST
BAIN, C. LLOYD JR &	BAIN, PATRICIA M.	67 MAPLE ST	NEEDHAM	MA	02492	1991320008300110	11 WALNUT ST
BAIN, LLOYD C., JR. &	BAIN, PATRICIA M.	67 MAPLE ST	NEEDHAM	MA	02492	1991320008300150	15 WALNUT ST
WADHWA, ABISHEK		5 WALNUT ST	NEEDHAM	MA	02492	1991320008400050	5 WALNUT ST.
SHNEIDER LLC		43 RYBURY HILLWAY	NEEDHAM	MA	02492	1991320008400070	7 WALNUT ST
B/ANCHI, CHRISTOPHER & SAUDI KHALSA	THE BIANCHI FAMILY TRUST	110 BERKLEY ST	WALTHAM	MA	02451	1991320008500000	33 LINDEN ST
B/ANCHI, CHRISTOPHER J.		29-31 LINDEN ST	NEEDHAM	MA	02494	1991320008600000	29 LINDEN ST
HICKEY, CHRISTINE C.		21 LINDEN ST	NEEDHAM	MA	02492	1991320008700000	21 LINDEN ST
CONGREGATIONAL CHURCH OF NEEDHAM		1154 GREAT PLAIN AVE	NEEDHAM	MA	02492	1991320008800000	0 WALNUT ST
EVANGELICAL CONGREGATIONAL CHURCH OF	NEEDHAM	1154 GREAT PLAIN AVE	NEEDHAM	MA	02492	1991320008900000	1154 GREAT PLAIN AVE
LAPORTE, SHANE R. &	LAPORTE, MEGAN	19 WALNUT ST	NEEDHAM	MA	02492	1991320009000000	19 WALNUT ST

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




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

MEETING DATE: 9/08/2020

Agenda Item	Change of Manager – Bertucci’s Restaurant Corp.
Presenter(s)	Stephen Sprague, Proposed Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Bertucci’s Restaurant Corp., 1257 Highland Avenue, has submitted an application for a change in manager. Our review indicates that Mr. Sprague meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol. However, Section 6.4 of the Select Board’s Regulations for the Sale of Alcoholic Beverages states: “No alcohol license will be issued to any applicant unless such applicant is the licensee named in a common victualler’s license and has operated a restaurant and function rooms for the twelve-month period immediately preceding the filing of an application. When deemed appropriate by the Select Board this provision may be waived.” Mr. Sprague is seeking a waiver of this section. All other additional filing materials seem in order.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	Suggested Motion: <i>Move that the Board of Selectmen waive Section 6.4 of the Select Board’s Regulations for the Sale of Alcoholic beverages for Mr. Sprague and approve and sign the application for a Change in Manager to Stephen Sprague for Bertucci’s Restaurant Corp., 1257 Highland Avenue, Needham and to forward this application to the ABCC for approval.</i>
3.	BACK UP INFORMATION ATTACHED
	1. Amendment Application for a Change of Manager 2. Mr. Sprague’s resume 3. Serve Safe Certificate 4. Vote of the Corporate Board 5. Applicant’s Statement All other documents related to these transactions are on file in the Town Manager’s Office.



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

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

AMENDMENT-Change of Manager

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.mass.gov/epay-for-online-payments-abcc>

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

EPAY CONFIRMATION NUMBER

463d1680-bcfa-417e-9700-1b

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

04590-RS-0770

ENTITY/ LICENSEE NAME Bertucci's Restaurants, LLC

ADDRESS 1257 Highland Ave

CITY/TOWN Needham

STATE MA

ZIP CODE 02492

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 | | ☐ Change of DBA |

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-Change of Manager

☒ **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Bertucci's Restaurants, LLC	Needham	04590-RS-0770

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Chrissy Wills	Licensing	licensing@bertuccis.com	508-351-2562

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	Stephen Sprague	Date of Birth		SSN	
Residential Address					
Email	sprague345@gmail.com		Phone	774-573-7588	
Please indicate how many hours per week you intend to be on the licensed premises	40+	Last-Approved License Manager	Francisco Guzman		

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen? ☒ Yes ☐ No *Manager must be U.S. citizen
If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.
Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No
If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
1-2-20		General Manager	Bertucci's	Sean Campbell

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

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

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature

Date

7-3-2020

Stephen Sprague

774-573-7588

Email- sprague345@gmail.com

Bertucci's *(January 2020-Present)*

General Manager

- Training program in Mansfield
- GM for Bertucci's Needham

Lowe's Home Improvement *(January 2019-December, 2020)*

Department Manager (Multiple)

- Electrical and Plumbing Mgr.
- Electrical Fashion and Plumbing Fashion
- Down stock, customer service, professional opinions
- Hiring and training, inventory control, inventory reconciliation
- Determine costs and quotes for both professionals and novices (Homeowners)

IpenBlank, LLC *(January 2016-January 2019)*

Owner

- Hobby turned into business
- Developed a business around the pen-turning industry
- Custom finials and replacement Stylings for the construction industry
- Custom turnings for the construction industry

Old Country Buffet *(January 2014- January 2016)*

General Manager

- In Charge of Day to Day Operations of the Restaurant
- Was directly in charge of hiring, training, and developing all staff prior to open
- Validate schedules, payroll, and insurance selection for a staff of 40 employees
- Consistently hits company target of 32% food cost or below

- Control and manage cost of sales/cost of labor while delivering an increasingly more profitable restaurant
- Lowest employee turnover rate in the region

Eos Systems (*February 2013- January 2014*)

National Account Manager

- In charge of accounts for industrial 3D Printing machines
- Worked vendors on profit analysis of manufacturing systems for plastic material

Stay at Home Dad with Special Needs Child (January 2008 – February 2013)

Grill Zone (October 2006 – January 2008)

General Manager

- Opened Brand New Start Up Restaurant Concept
- Actively participated in inventory, troubleshooting, and staff accountability to our standards
- In Charge of Day To Day Operations

Rosie's Bakery (October 2005- October 2006)

General Manager

Technical Skills

- Aloha, Microsoft Word, Microsoft PowerPoint, Microsoft Excel, CtuIt, Inventory Express, Micros, Remacs

Congratulations!

You have successfully completed the ServSafe® Training and Certificate Program. This is your official ServSafe Alcohol Certificate Card and provides confirmation that you have studied, and are knowledgeable about, how to serve alcohol responsibly.

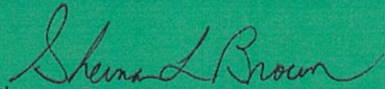
Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Executive Vice President, National Restaurant Association Solutions



ID # 3748481
CARD # 19539490

ServSafe Alcohol® CERTIFICATE



STEPHEN SPRAGUE

NAME

6/14/2020

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

©2017 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe® and the arc design are trademarks of the NRAEF. National Restaurant Association® and the arc design are trademarks of the National Restaurant Association.

Executive Vice President, National Restaurant Association Solutions

Sherman Brown

This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

In Alaska you must laminate your card for it to be valid.



233 South Wacker Drive
Suite 3600
Chicago, IL 60606-6383
1.800.SERVSAFE
312.715.1010 In the Chicago area
ServSafe.com

NOTE: You can access your score and certification information anytime at ServSafe.com.

If you have any questions regarding your certification please contact the National Restaurant Association Service Center at ServiceCenter@restaurant.org or 800.765.2122, ext. 6703.

©2017 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF. National Restaurant Association® and the arc design are trademarks of the National Restaurant Association. 17110801 v.1711



CORPORATE VOTE

The Board of Directors or LLC Managers of

Bertucci's Restaurants, LLC

Entity Name

duly voted to apply to the Licensing Authority of

Needham

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

7/7/20

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize

Brian Connell

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

Steve Spague

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,

For Corporations ONLY

A true copy attest,

Corporate Officer / LLC Manager Signature

Corporation Clerk's Signature

APPLICANT'S STATEMENT

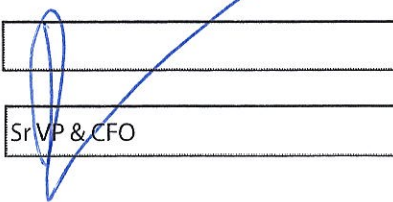
I, Brian Connell the: ☐ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP manager
Authorized Signatory
of Bertucci's Restaurants, LLC
Name of the Entity/Corporation

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

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

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:



Date:

8/18/20

Title:

Sr VP & CFO



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

MEETING DATE: 9/8/2020

Agenda Item	Needham Unites Against Racism
Presenter(s)	Kate Fitzpatrick, Town Manager Katie King, Assistant Town Manager/Director of Operations

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Town Manager will recommend that the Select Board approve the charge and composition of the Needham Unites Against Racism Working Group.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> that the Select Board approve the charge and composition of the Needham Unites Against Racism Working Group contained in the recommendation dated September 8, 2020.	
3.	BACK UP INFORMATION ATTACHED
a. Needham Unite Against Racism Initiative Committee Charge and Composition Recommendation	



Committee Charge

The Needham Unite Against Racism Working Group is charged with:

1. Articulating a recommended vision for racial equity in Needham and guiding principles that will inform future actions.
2. Establishing protocols and practices for getting community feedback, with a specific focus on engaging Black, Indigenous, and people of color (BIPOC), and others who have been marginalized due to their race or ethnicity. Strategies should be identified to keep Needham's racial equity work informed by BIPOC input but owned by Town leadership and the broader community.
3. Setting up communication structures to ensure the sustainability and accountability of the Initiative.
4. Discussing and prioritizing other recommendations that have been submitted to the Select Board.
5. Making recommendation to the Select Board about future action.

Proposed Committee Composition

1. Marianne Cooley, Select Board
2. Matt Borrelli, Select Board
3. Sue Neckes, School Committee
4. Jen Howard, NHRC
5. Marcus Nelson, NHRC
6. David Summergrad, NDI
7. Jay Spencer, Owner, French Press
8. Ramin Abrashamin, Member Needham Clergy Association
9. Vivian Hsu, Resident
10. Dennis Zhang, Resident
11. Natasha Espada, Resident
12. Dr. Olutoyin Fayemi, Resident
13. Oluwatoni Ajayi, Recent NHS graduate

September 8, 2020



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

MEETING DATE: 9/8/2020

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Town Manager will recommend that the Board vote to close the warrant for the October 4, 2020 Special Town Meeting.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Board vote to close the warrant for the October 4, 2020 Special Town Meeting, subject to minor technical corrections to be made by the Town Manager, Town Counsel and/or Bond Counsel.	
3.	BACK UP INFORMATION ATTACHED
a. Draft Warrant dated September 4, 2020 b. Citizens Petition	

TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

SUNDAY, OCTOBER 4, 2020

RAIN DATE OCTOBER 11, 2020

1:00 P.M.

MEMORIAL PARK PARKING LOT

92 ROSEMARY STREET

DRAFT 9.4.2020

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

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the qualified Town Meeting Members of the Town of Needham to meet at the Memorial Park Parking Lot on:

SUNDAY, THE FOURTH DAY OF OCTOBER 2020

At 1:00 in the afternoon, then and there to act upon the following articles:

FINANCE ARTICLES

ARTICLE 1: AMEND THE FY2021 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2021 Operating Budget adopted under Article 14 of the 2020 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
9	Reserve Fund	\$2,077,091	TBD

or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 2: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE 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 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 Information: *The Property Tax Assistance Program provides assistance to elderly and disabled taxpayers in need. This appropriation complements donations by private parties to the "Voluntary Tax*

Relief Program” authorized by statute. The goal of the Select Board is to set a target annual appropriation for the Property Tax Assistance Program equal to the amount of private contributions to the voluntary program during the preceding fiscal year. The voluntary fund received \$16,945 in fiscal year 2020.

ARTICLE 3: APPROPRIATE FOR COVID-19 EXPENSES

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$XX for the purpose of funding COVID-19 related expenses, to be spent under the direction of the Town Manager, and to meet this appropriation that 4X be raised from the tax levy, \$100,00 be transferred from Overlay Surplus, and \$X be transferred from XX; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 4: APPROPRIATE FOR BILLING AND COLLECTION SOFTWARE

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,075,000 for the purpose of funding the development, design, acquisition, installation and implementation of new municipal billing and collection applications, network, hardware, and related technology, and the decommissioning and phase out of the Town’s existing enterprise billing and collection applications, including prior accounting and financial reporting applications, and other related expenses to be spent under the direction of the Town Manager, and to meet this appropriation that \$56,000, be raised from the tax levy, \$193,500 be raised from Water Enterprise Fund receipts, and that \$800,000 be transferred from Overlay Surplus, and \$25,500 be transferred from Article 8 of the October 5, 2016 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 5: APPROPRIATE TRANSPORTATION IMPROVEMENT FEES

To see if the Town will vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the amount of \$21,390 for the purpose of supporting 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: Chapter 187 of the Acts of 2016 established a Commonwealth Transportation Infrastructure Fund. Each Transportation Network Company (such as Uber and Lyft) is assessed \$0.20 per ride to fund transportation improvements. One-half of the amount received from the Fund is to be distributed proportionately to each city and town based on the number of rides that originated in that city or town. The distributed funds must be used to address the impact of transportation network services on

municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the city or town. Funding for Transportation Improvements in FY2021 will be allocated to pedestrian and bicycle safety initiatives, unless circumstances require otherwise.

ZONING ARTICLES

ARTICLE 6: AMEND ZONING BY-LAW – AVERY SQUARE OVERLAY DISTRICT

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

- (a) Amend the definition of “Independent Living Apartments” in Section 1.3, Definitions, by (i) adding the words “or Avery Square Overlay District” after the words “Elder Services Zoning District”; (ii) deleting the word “only” before the words “residential uses”; and (iii) adding to the end of the definition the sentence “; provided, however, that within the Avery Square Overlay District, as provided in Section 3.15.3.2(d), below, such Independent Living Apartments may be located in a building that also houses Assisted Living and/or Alzheimer’s/Memory Loss Facilities but need not be part of a Continuing Care Retirement Community.”, so that it reads as follows:

“A building in the Elder Services Zoning District or Avery Square Overlay District containing three or more dwelling units, which building houses residential uses and support services accessory thereto, intended primarily as independent living units for individuals aged 55 years or older, and/or families with at least one family member aged 55 years or older, within a Continuing Care Retirement Community; provided, however that within the Avery Square Overlay District, as provided in Section 3.15.3.2(d), below, such Independent Living Apartments may be located in a building that also houses Assisted Living and/or Alzheimer’s/Memory Loss Facilities, but need not be part of a Continuing Care Retirement Community.”

- (b) Amend Section 2.1 Classes of Districts by adding the following term and abbreviation under the subsection Overlay:

“ASOD-- Avery Square Overlay District”

- (c) Amend Section 3, Use Regulations, by adding a new Subsection 3.15, Avery Square Overlay District, to read as follows:

“3.15 Avery Square Overlay District

3.15.1 Purposes of District

The purposes of the Avery Square Overlay District (“ASOD”) are to promote the health, safety, and general welfare of the community by creating opportunities for housing primarily serving individuals 55 years old or older, who wish to live in independent apartments and/or who may need to live in Assisted Living and/or Alzheimer’s/Memory Loss facilities, within walking distance of goods and services, public transportation, and the civic life of the town; to promote a vibrant, walkable area within the ASOD, and to encourage and allow redevelopment of the existing property within the ASOD in a manner that will further these purposes. Toward these ends, development in the Avery Square Overlay District shall, as set forth in this Section 3.15, be permitted to exceed

the density and dimensional requirements that normally apply in the underlying zoning district provided that such development complies with all other requirements of this Section 3.15.

3.15.2 Scope of Authority

In the Avery Square Overlay District, all requirements of the underlying district shall remain in effect except where this Section 3.15 provides an alternative to such requirements, in which case the requirements of this Section 3.15 shall prevail. If the provisions of the Avery Square Overlay District are silent on a requirement that applies in the underlying district, the requirements of the underlying district shall apply.

By filing an application for a Special Permit, site plan review or building permit under this Section 3.15, an applicant shall be deemed to accept and agree to the provisions and requirements of this Section 3.15. If an applicant elects to proceed pursuant to zoning provisions of the underlying district, the provisions and requirements of this bylaw applicable in the underlying district shall control and the provision of the Avery Square Overlay District shall not apply.

3.15.3 Use Regulations

3.15.3.1 Permitted Uses

The following uses are permitted in the Avery Square Overlay District as a matter of right:

- (a) Uses exempt from local zoning control under M.G.L. c.40A, s. 3.
- (b) Public, semi-public and institutional uses permitted as of right in the underlying district.
- (c) Business uses permitted as of right in the underlying district.
- (d) Accessory uses permitted as of right in the underlying district.

3.15.3.2 Special Permit Uses

The following uses are allowed in the Avery Square Overlay District by Special Permit issued by the Planning Board:

- (a) All uses allowed by special permit in the Avery Square Business District as set forth in Section 3.2.2 of this Bylaw, except those uses permitted as a matter of right as set forth in Section 3.15.3.1, above.
- (b) Assisted Living and/or Alzheimer's/Memory Loss Facilities
- (c) Independent Living Apartments.
- (e) Buildings with multiple uses containing, as a primary use, such uses as are allowed by special permit or by right in the Avery Square Overlay District or the Avery Square Business District, as well as accessory uses subordinate to and customarily incidental to the primary uses.

3.15.4 Dimensional Regulations

3.15.4.1 Building Height and Related Requirements

The maximum building height (including mechanical structures such as HVAC equipment) in the Avery Square Overlay District shall be 44 feet. This height limitation shall not apply to elevator shaft overruns, which shall not exceed a maximum height of 49 feet.

A building or structure which is located on property in the Avery Square Overlay District may include, but not exceed, four (4) stories, all of which may be occupied, except in the following circumstances:

- (a) With respect to the existing building, if a different use is proposed for the building that does not include Independent Living Apartments and/or Assisted Living and/or Alzheimer's/Memory Loss Facilities as the primary use(s), then the proposed use shall be governed by the use regulations of Section 3.15.3, above, but the fourth story cannot be occupied without a special permit.
- (b) If the Special Permit described in subparagraph (a), above is not granted, the fourth story shall remain unoccupied for any use without a Special Permit, but the fourth story, and any associated mechanical equipment, does not need to be demolished.
- (c) In the event the existing building is demolished, if the primary use(s) of the successor building is not one or both of the uses described in Sections 3.15.3.2 (b) or 3.15.3.2 (c), then the successor building shall not be permitted to have a fourth story.

The ability to use and occupy the fourth story, when permitted by a Special Permit granted pursuant to Sections 3.15.3.2 (b) and/or 3.15.3.2 (c), shall continue notwithstanding (i) a shift in the number of units from the use described in Section 3.15.3.2 (b) to the use described in Section 3.15.3.2 (c), or vice-versa; or (ii) the elimination of one of the uses described in Sections 3.15.3.2 (b) or 3.15.3.2 (c), provided such shift or elimination is allowed by such Special Permit or amendment thereto.

For the fourth story, minimum setback requirements, measured from the façade(s) of the building on which such fourth story is located, shall be as follows: from the eastern facade of the building (facing Highland Ave), fifteen (15) feet; from the northern façade of the building (closest to and facing West Street), one hundred and ten (110) feet; from the western facade of the building, zero (0) feet; from the southern facade of the building, thirty-five (35) feet. No fourth story setback from the north-facing building façade is required with respect to any portion of any building that is set back from West Street at least two hundred (200) feet.

The total floor area of any fourth floor addition to the building may not exceed thirty-five percent (35%) of the total roof area of the building. Mechanical equipment, including but not limited to HVAC equipment, whether or not enclosed, shall not be included in the calculation of maximum allowable floor area hereunder.

Buildings developed under the regulations of the Avery Square Overlay District shall not be subject to any other height limitations nor any other limitations contained in Section 4.4.3.

3.15.4.2 Building Bulk and Other Requirements

The maximum floor area ratio in the Avery Square Overlay District shall be 1.1. Property contiguous with and in common ownership with property in the Avery Square Overlay District shall be included in the lot for purposes of calculating floor area ratio. The enclosed area of a building devoted to off-street parking shall not be counted as floor area for purposes of determining the maximum floor area ratio. Buildings developed under the regulations of the Avery Square Overlay District shall not be subject to any other limitations on floor area ratio, lot coverage, or building bulk contained in Sections 4.4.2, 4.4.7 and 4.4.9.

3.15.5 Off-Street Parking

Except as provided below, the off-street parking regulations in Section 5.1 and the regulations for enclosed parking in Section 4.4.6 shall apply in the Avery Square Overlay District.

- (f) The minimum number of off-street parking spaces in Section 5.1.2 shall apply except as follows:
 - (1) For Independent Living Apartments, there shall be one space per Apartment.
 - (2) For Assisted Living units and Alzheimer's/Memory Loss units, the parking requirement shall be one space for every two beds, plus one space for each two employees on the largest shift.
- (g) Notwithstanding anything to the contrary elsewhere in this Bylaw, including but not limited to Section 4.4.8.4, in the event that land located in the Single Residence B Zoning District
 - (1) is adjacent to the Avery Square Overlay District;
 - (2) is in common ownership with adjacent land located in the Avery Square Overlay District; and
 - (3) prior to approval of this Section 3.15, was improved as a parking area associated with a building located in the Avery Square Overlay District;then, provided that said land extends into the Single Residence B Zoning District not more than one hundred (100') feet from the boundary line between the Single Residence B Zoning District and the Avery Square Business District, said land may, as a matter of right, be used as a parking area accessory to uses permitted in the Avery Square Overlay District by right or by special permit.

3.15.6 Affordable Housing

Any building with ten or more Independent Living Apartments shall include affordable housing units as defined in Section 1.3 of this By-Law, as may be modified in this Section 3.15.6. The following requirements shall apply to a development that includes ten or more Independent Living Apartments:

- (a) For a development with ten or more Independent Living Apartments, twelve and one-half percent (12.5%) of the Independent Living Apartments shall be affordable units. In the instance of a fraction, the fraction shall be rounded up to the nearest whole number. There shall be no affordable housing requirement for nursing homes, convalescent homes, Assisted Living and Alzheimer's/Memory Loss Facilities, or residential care institutions or facilities.
- (b) If the Applicant provides at least one-half of the affordable Independent Living Apartments required herein for households with incomes at or below 50% of area median income, the remaining affordable Independent Living Apartments may be rented to households with incomes up to 100% of area median income even if the latter units are therefore not eligible for the Subsidized Housing Inventory, regardless of any requirements to the contrary set forth in Section 1.3.
- (c) Affordable units shall be dispersed within the building and not concentrated in one area or on one floor. They shall generally be comparable in size, energy efficiency, quality, convenience, and unit-specific real estate-related amenities to the development's market-rate units. Services and other amenities that may be purchased by residents on a voluntary basis are not to be considered unit-specific real estate-related amenities and are excluded from such comparability requirements.
- (d) The selection of eligible homebuyers or renters for the affordable units shall be in accordance with a marketing plan approved by the Needham Planning Board prior to the issuance of any building permits for the development.

- (e) The affordable units shall be subject to an affordable housing restriction as defined in Section 1.3 of this By-Law with limitations on use, occupancy, resale prices or rents, as applicable, and which provides for periodic monitoring for compliance with the requirements of said restriction.”
- (d) Amend Section 4.4.4 Front Setback, by adding the following paragraph after the fourth paragraph of that section:

“In the Avery Square Overlay District, the front setback, if any, shall be kept open and landscaped with grass, plants, and other non-paving materials such as mulch, and shall be unpaved except for patios, walks, and driveways as defined in section 4.4.5. Walls (including walls serving in part as retaining walls) no higher than 36 inches above the grade of the patios, as well as fencing and privacy screening, along the front and side edges of the patios, shall be allowed in the Avery Square Overlay District.”

- (e) Amend Section 4.4.6 Enclosed Parking, by adding the phrase “for each square foot” before the words “of parking space (excluding driveways and aisles)” on the fourth line of the first paragraph of that section so that it reads as follows:

“Whenever off-street parking is provided underground and/or within a building itself, the maximum area coverage of the building may be increased up to the limits of the required setback as provided herein. The lot coverage of the building may be increased up to 2 ½ % points above the maximum allowed percentage, by one square foot for each square foot of parking space (excluding driveways and aisles) that is underground and/or within the building itself.”

Parking which is under a building or partially underground shall, except for driveways, be separated from the street line by building space occupied by the principal use, not by parking.

In the Center Business District, enclosed parking shall be entirely below the grade of adjoining streets measured at their respective center lines. Access to enclosed parking shall be from the rear of the building. If provided, enclosed parking shall not be visible from the street. The placement of parking underground shall not raise the first non-parking floor of a structure above grade. Municipal parking facilities in the Center Business District shall be exempt from this provision.”

- (f) Amend Section 7.6.1 Special Permit Granting Authority, by adding the number “3.15” after the number “3.14” on the second line of that Section so that it reads as follows:

“The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 3.8, 3.9, 3.10, 3.14, 3.15, 4.2.10, 4.2.11, 4.2.12, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6, 6.6, 6.8, and 7.4 of this Bylaw. In all other cases the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Sections 3.4 and 6.6.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Explanation: Articles 6 and 7 are proposed Zoning B-Law amendments that are intended to facilitate the redevelopment of the currently vacant Carter Mill Building at the corner of Highland Avenue

and West Street. The Carter factory and mill was established at that site beginning around 1865, and, for the next 125 years until approximately 1990, the factory and mill operated at that location. The building has become a well-known landmark in Needham.

In 1993, the building was approved for the Avery Crossing Assisted Living Facility and Avery Manor Nursing Home. In 1995, a small portion of the building was also approved for medical office use. In 2017, Avery Crossing and Avery Manor were closed, as well as the medical offices, and the building has remained vacant since that time. The proposed By-Law amendments will allow the empty Carter Mill building to be renovated to create a senior housing community (155 units are proposed), including age restricted Independent Living apartments (72 units proposed), Assisted Living apartments (55 units proposed), and Memory Care units (28 units proposed).

Article 6 proposes to create the Avery Square Overlay District (“ASOD”) and lays out the regulatory framework for the new overlay district, while Article 7 describes its geographic boundaries. The boundaries of the ASOD match the boundaries of property on which the former Carter Mill building sits, except at the southern end of the property, where the overlay district boundary matches the boundary of the Avery Square Business District. The overlay district’s key provisions are summarized below.

Geographic Designation of the District

The ASOD is bounded on the north by West Street; on the east by Highland Avenue; on the south by the existing zoning boundary line between the Avery Square Business District and the adjacent SRB district, which runs through the existing parking area south of the existing building; and on the west by the MBTA commuter railroad right-of-way.

Purpose of the District

The purposes of the ASOD are to promote the health, safety, and general welfare of the community by creating opportunities for housing primarily serving individuals 55 years old or older, who wish to live in independent apartments and/or who may need to live in Assisted Living and/or Alzheimer’s/Memory Loss facilities, within walking distance of goods and services, public transportation, and the civic life of the Town; to promote a vibrant, walkable area within the ASOD, and to encourage and allow redevelopment of the existing property within the ASOD in a manner that will further these purposes. Toward these ends, development in the proposed Avery Square Overlay District would be permitted to exceed certain density and dimensional requirements that normally apply in the underlying Avery Square Business District, provided that such development complies with all other requirements of the proposed Warrant Article.

Definitions

The proposed Warrant Article would amend the definition of “Independent Living Apartments” in Section 1.3 of the Bylaw so that within the ASOD, Independent Living Apartments may be located in the same building that also houses Assisted Living and/or Alzheimer’s/Memory Loss Facilities, but need not be part of a Continuing Care Retirement Community.

Permitted Uses

The proposed ASOD Warrant Article lists the uses that are allowed as-of-right or by special permit. The use schedule largely mirrors that of the underlying Avery Square Business District with the following additional uses allowed by special permit: Assisted Living and/or Alzheimer’s/Memory Loss Facilities; Independent Living Apartments; and Mixed-use buildings containing, as primary uses, such uses as are allowed by special permit or by right in the Avery Square Overlay District or the Avery Square Business District, as well as accessory uses subordinate to and customarily incidental to the primary uses.

The proposed ASOD warrant Article specifies that the Planning Board will be the Special Permit Granting Authority for all such special permits.

Allowable Building Height, Number of Stories, and Occupancy

The proposed maximum allowable building height (including mechanical structures such as HVAC equipment) in the ASOD is 44 feet. This height limitation does not apply to elevator shaft overruns, which cannot exceed a maximum height of 49 feet. The building may include, but not exceed, four (4) stories, all of which may be occupied. At present, the building includes three stories, all of which were occupied while the Avery Crossing Assisted Living Facility and Avery Manor Nursing Home were in operation.

Restrictions on the 4th Story

Under the proposed ASOD Warrant Article, the total floor area of any fourth-floor addition to the existing building may not exceed thirty-five percent (35%) of the total roof area of the existing building. Mechanical equipment, including but not limited to HVAC equipment, whether or not enclosed, is not included in the calculation of maximum allowable floor area.

For the fourth story, minimum setback requirements, measured from the façade(s) of the building, are proposed as follows: from the eastern façade of the building (facing Highland Ave), fifteen (15) feet; from the northern façade of the building (closest to and facing West Street), one hundred and ten (110) feet; from the western façade of the building, zero (0) feet; from the southern façade of the building, thirty-five (35) feet. No fourth story setback from the north-facing building façade would be required with respect to any portion of any building that is set back from West Street at least two hundred (200) feet.

The minimum setbacks and limit on the percentage of the existing footprint of the building that can be used for a fourth story will reduce the visual impact of the fourth story.

If the primary use of the existing building ceases to be Independent Living Apartments and/or Assisting Living and or Alzheimer's/Memory Care Facilities, then the 4th story cannot continue to be occupied unless a special permit is granted allowing such continued occupancy, but the 4th story need not be demolished, and if the existing building is demolished and the primary use(s) are not Independent Living Apartments and/or Assisting Living and or Alzheimer's/Memory Care Facilities then the new building cannot have a 4th story.

Building Bulk and Other Requirements

The proposed maximum floor area ratio ("FAR") in the ASOD is 1.1. The property at the southern end of the parcel, in the adjacent SRB district, that is contiguous with and in common ownership with property in the Avery Square Overlay District, will be included in the lot for purposes of calculating FAR. In the proposed overlay district, the FAR calculation excludes garage parking within the building.

Off-Street Parking

The minimum number of off-street parking spaces specified in Section 5.1.2 of the By-Law will apply except that for Independent Living Apartments, there will be one parking space per apartment; and for Assisted Living units and Alzheimer's/Memory Loss units, the requirement will be one parking space for every two beds, plus one parking space for every two employees on the largest shift.

At present, there is a portion of the southern parking area that extends into the SRB district adjacent to the boundary of the ASOD (and underlying ASB District). Parking in this area will be continued and will be allowed as-of-right, provided that the parking area does not extend any further into the SRB district than is presently the case.

Affordable Housing

In the proposed ASOD Warrant Article, twelve and one-half percent (12.5%) of the Independent Living Apartments must be affordable units. Fractions are rounded up to the nearest whole number. There is no affordable housing requirement for Assisted Living and Alzheimer's/Memory Loss Facilities.

Affordable units will be dispersed within the building and not concentrated in one area or on one floor. They will generally be comparable in size, energy efficiency, quality, convenience, and unit-specific real estate-related amenities to the building's market-rate units. The selection of eligible homebuyers or renters for the affordable units will be in accordance with a marketing plan approved by the Needham Planning Board prior to the issuance of any building permits for the building. The affordable units will also be subject to an affordable housing restriction as defined in Section 1.3 of the Town By-Laws.

Other Proposed Changes to the By-Law

In order to facilitate the proposed renovation of the building, the proposed Warrant Article would amend the definition of "Front Setback" elsewhere in the Bylaw to allow ground-level patios (of less than 100 square feet each), and walls no higher than 36 inches around those patios, serving some of the ground-floor units that will face Highland Avenue.

The proposed Warrant Article also would make a small change to the By-Law Section 4.4.6, Enclosed Parking, to correct a wording error, but not change its meaning and effect.

ARTICLE 7: AMEND ZONING BY-LAW – MAP CHANGE TO AVERY SQUARE 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 Avery Square Overlay District all that land described as follows, and superimposing that District over the existing Avery Square Business District:

Beginning at the point of intersection of the westerly sideline of Highland Avenue and the northerly sideline of what was formerly known as Hildreth Place (said former Hildreth Place as shown on Needham Town Assessors Map 63); thence running northerly by the westerly sideline of Highland Avenue to the point of curvature of a curve having a radius of 20 feet and an arc length of 29.27 feet; said curve being a property rounding of the intersection of the westerly sideline of Highland Avenue and the southerly sideline of West Street; thence running northerly, northwesterly, and westerly by said curve to the point of tangency of said curve located on the southerly sideline of West Street; thence running westerly by the southerly sideline of West Street to the point of intersection of the southerly sideline of West Street and the easterly right of way line of MBTA property; thence running southerly by said easterly right of way line of MBTA property to the intersection of the easterly right of way line of MBTA property and the northerly sideline of what was formerly known as Hildreth Place; thence running easterly by the northern boundary of what was formerly known as Hildreth Place, to the point of beginning.

The land is also shown on Needham Town Assessors Map 63, Parcel 37, but excluding any land to the south of the northerly sideline of what was formerly known as Hildreth Place.

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Explanation: This article describes the geographical boundaries of the new Avery Square Overlay District, which is bounded on the north by West Street; on the east by Highland Avenue; on the south by the northern and western boundaries of the property located at 1049 Highland Avenue and the northern boundary of the property located at 95 Dana Place; and on the west by the MBTA commuter railroad right-of-way.

CAPITAL ARTICLES

ARTICLE 8: APPROPRIATE FOR WALKER LANE SEWER

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$270,000 for the purpose of constructing an extension of the sewer main in Walker Lane, to be spent under the direction of the Town Manager, and to meet this appropriation that \$170,000 be raised from Sewer Enterprise Fund receipts, and that \$9,000 be transferred from Article 15 of the November 2011 Special Town Meeting, \$36,000 be transferred from Article 9 of the May 2013 Special Town Meeting, \$12,000 be transferred from Article 44 of the May 2015 Annual Town Meeting, and that \$43,000 be transferred from Article 45 of the May 2015 Annual Town Meeting; to provide that two-thirds of the whole cost of the improvement shall be borne by the Town and one-third of whole cost shall be borne by the properties benefitted thereby; to authorize the assessment of betterments on the properties benefitted by the improvement in accordance with the provisions of Massachusetts General Laws Chapters 80 and 83, using the fixed uniform rate method at a rate of up to \$60 per linear foot of frontage and \$0.95 per square foot of accessible area within 100 feet of the street; and to authorize the Select Board to acquire by purchase, gift, or eminent domain or otherwise, easements for utility purposes to permit the installation, maintenance and repair of municipal sewer line in Walker Lane; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE 9: RESCIND DEBT AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Hillside School Construction (Sunita L. Williams Elementary School)	2016 October STM	2	\$57,542,500	\$9,000,000
Total				\$9,000,000

or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids. The rescission for the Sunita Williams School does not represent the total open balance. At the time of the printing of this warrant, the final audit by the Massachusetts School Building Authority was not yet complete. There may be an additional portion of the borrowing authorization that will be needed to cover expenses which are determined by the State to be the Town's obligation.

COMMUNITY PRESERVATION ARTICLES

ARTICLE 10: APPROPRIATE FOR EMERGENCY RENTAL ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for an emergency rental assistance program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The Needham Affordable Housing Trust is proposing to establish a short-term emergency rental assistance program for qualifying Needham renter households who have suffered a reduction in income due to the pandemic. Participation guidelines would restrict eligibility to households with incomes at or below 80% of area median income (AMI), with a preference given for those at or below 50% AMI. Applicants must provide documentation of income reductions due to Covid-19. The program will cover 50% of a household's monthly rent with a maximum monthly assistance of \$1,500 for three months of payments. The Program would be administered by a non-profit housing organization responsible for accepting applications, determining eligibility, selecting beneficiaries, entering into agreements with participants and landlords, disbursing checks to landlords, and providing regular reporting on progress.

ARTICLE 11: APPROPRIATE FOR FIRST BAPTIST CHURCH PRESERVATION & RESTORATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$90,200 for Baptist Church Preservation and Restoration, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from Community Preservation Fund receipts; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The First Baptist Church is requesting \$90,200 for the historic preservation of the street facing front porch and columns. The First Baptist Church is on the Town's historic register and has historic significance to the Town of Needham. The front porch of First Baptist Church in Needham is a

prominent and identifying feature of the Great Plain Avenue streetscape. The First Baptist Church was originally located on the corner of Highland Avenue and Great Plain Avenue and was moved to the current location in 1928. The requested funds will help restore the historic capstone, steps, and landing of the front porch, the porch columns, architectural detailing around the roof line and of the porch façade, as well as a cornice piece on the east wing of the church.

ARTICLE 12: APPROPRIATE FOR FIRST PARISH CHURCH STEEPLE PRESERVATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$75,000 for First Parish Church Steeple Preservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from Community Preservation Fund receipts; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The First Parish Church is requesting \$75,000 for the historic preservation of the steeple. The First Parish Church is on the Town's historic register and has historic significance to the Town of Needham. The steeple houses a Paul Revere Bell that still rings on special occasions. The First Parish Church hosted Needham's original Town Meeting and still hosts community events throughout the year. The requested funds would help preserve the steeple to ensure continued protection of this historic building.

ARTICLE 13: APPROPRIATE FOR NEEDHAM COMMUNITY FARM GROWING BED EXPANSION

To see if the Town will vote to raise and/or transfer and appropriate \$6,200 for Needham Community Farm Growing Bed Expansion, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The Needham Community Farm is requesting \$6,200 to expand the growing area of the Community Farm to enhance its current growing beds. The Needham Community Farm offers community gardening classes, public volunteer participants and community activities and supplies fresh produce to the Needham Food Pantry and Needham Housing Authority sites. The requested funding would result in an increase of approximately 20% in growing area.

ARTICLE 14: CLAXTON FIELD LIGHTS & SKIN DIAMOND RENOVATION – DESIGN

To see if the Town will vote to raise and/or transfer and appropriate \$101,500 for Claxton Field Lights and skin diamond renovation design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from Community Preservation Fund receipts; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: This article will fund the design of two key improvements to Claxton Field. The current fields were constructed on a closed landfill that is not properly graded due to site conditions, settling of materials, and age. The project will include design of the skin diamond, involving removal of the existing skins, evaluation of soil conditions, and amendments and grade improvements as necessary to prevent future puddling after heavy rains and to reduce field closures. The second element of this design project will include an evaluation of the lighting needs of the field, upgrading the field lighting system, and inclusion of more energy efficient lights.

ARTICLE 15: DEFAZIO TRACK SYNTHETIC TRACK RESURFACING

To see if the Town will vote to raise and/or transfer and appropriate \$160,000 for the resurfacing of the synthetic track at DeFazio Field Complex, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from Community Preservation Fund receipts; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: This article will fund the replacement of the surfacing of the track at the DeFazio Field Complex. The track is subject to delamination (separation into layers) due to its age,. The resurfacing project is intended to extend the life of this track by approximately 10 additional years, thereby delaying a full replacement.

ARTICLE 16: 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 FY2021 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

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

Reserves:

B. Community Preservation Fund Annual Reserve	\$ 652,977
C. Community Housing Reserve	\$364,788
D. Historic Resources Reserve	\$0
E. Open Space Reserve	\$364,788

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.

CITIZENS PETITIONS AND GENERAL ARTICLES

ARTICLE 17: CITIZEN'S PETITION

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

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

Given into our hands at Needham aforesaid this 8th day of September 2020.

Maurice P. Handel, Chair
Matthew D. Borrelli, Vice Chair
Marianne B. Cooley, Clerk
Daniel P. Matthews, Member
John A. Bulian, Member

Select Board of Needham

A TRUE COPY

Attest:

Constable:

RECEIVED
TOWN OF NEEDHAM
SELECT BOARD

**Town of Needham
Citizens' Petition for Warrant Article**

2020 SEP -3 P 12:42

Town Meeting for Which Petition is requested: Special Town Meeting - Sunday, October 4, 2020

Primary Sponsor:

Name Noah Mertz

Address 67 Rybury Hillway, Needham MA

I certify that I am a registered voter in the Town of Needham.

Signature Noah Mertz

In accordance with M.G.L. c. 39 Section 10, the written requests of registered voters for insertion of subjects in town meeting warrants shall not be valid unless the required number of registered voters not only sign their names but also state their residence, with street and number, if any. The Selectmen shall submit such written requests to the Town Clerk/Registrars of Voters who shall check and forthwith certify the number of signatures so checked and certified shall be counted.

For an annual town meeting, a citizens' petition requires the certified signatures of ten or more registered voters. For a special town meeting, the signatures of 100 registered voters are required. The Selectmen shall call a special town meeting upon request, in writing, of two hundred registered voters or by four percent of the total number of registered voters, whichever number is lesser.

The deadline for submission of a petition for the Annual Town Meeting is the first Monday in February, in accordance with Section 1.15 of the General By-laws of the Town of Needham. The deadline for submission of a petition for a special town meeting will be determined by the Board of Selectmen, and will generally be the date that the warrant is closed.

Note: If properly certified, the text of the proposed citizens' petition will appear in the warrant exactly as presented. The Board of Selectmen, as the Warrant Committee, reserves the right to include a summary of the Board's understanding of the intent of the article along with the petition itself. The name of the primary sponsor will appear in the warrant.

Text of Citizens' Petition (Continue on other side or attach sheets as necessary)

See attached



FALL 2020 WARRANT ARTICLE CITIZEN'S PETITION: RACISM HAPPENS HERE

Article __: To see if the Town will adopt the following resolution, or take any other action related thereto:

That Town Meeting adopt the following Resolution, or take any other action in relation thereto:
RESOLUTION TO DIRECT THE TOWN GOVERNMENT TO STUDY THE EFFECTS OF SYSTEMIC RACISM IN NEEDHAM, PARTICULARLY IN REGARD TO THE CORE ISSUES OF RACIAL PROFILING, PUBLIC SAFETY, AND HOUSING, AND, AT THE 2021 REGULAR TOWN MEETING AND SUBSEQUENTLY, PROVIDE RECOMMENDATIONS OF ACTIONS TO BE TAKEN BY THE TOWN INCLUDING BUT NOT LIMITED TO ALLOCATION OF FUNDS TO ADDRESS THESE ISSUES IN NEEDHAM;

WHEREAS, since the murder of George Floyd there have been demonstrations and other public activity in the Town of Needham in support of police reform and in support of the victims of police violence, leading to the initiation of the town's Unite Against Racism Initiative;

WHEREAS, incidents of racism have occurred and continue to occur in Needham;

WHEREAS, the town of Needham takes testimonies of those affected by racism seriously and wishes to take action to improve the life experience of Black, Indigenous, and all People of Color (BIPOC) in Needham;

WHEREAS, we understand law enforcement has historically been directly or indirectly tied to the perpetuation of discrimination and systemic racism;

WHEREAS, reimagining public safety has become a focus for our surrounding communities, with numerous new policies and approaches being put into place by our neighbors, such as the Town of Brookline, MA establishing task forces on Police Reform and Reimagining Public Safety, the Town of Amherst, MA committing \$80,000 to "explore, plan and implement strategies to confront systemic, structural and institutional racism," and the City of Newton's mayor recommending the adoption of a police oversight committee for their city;

WHEREAS, the oversight of Needham Police, including but not limited to policies and practices concerning the use of force, hiring, firing and arbitration and discipline, as well as activity tracking, performance measurement, and ease of accessing information may require revision and clarification;

WHEREAS, alternative and more effective and appropriate approaches to the current police use of force policy such as that offered by Campaign Zero and other organizations are available;

WHEREAS, qualified immunity provides public safety officers nationally with such broad protections that they are rarely punished for unconscionable and apparently illegal actions;

WHEREAS, the Equal Justice Placard Program has been adopted by businesses throughout Needham and is affixed in the Town Hall;

WHEREAS, Needham housing and zoning policies have historically been directly or indirectly tied to perpetuation of discrimination and systemic racism;

BE IT RESOLVED THAT town officials and staff, perhaps concentrated in a new Citizens Committee, a newly-empowered Human Rights Committee, or a new working group, to be determined in whole or in part by the Select Board of the Town of Needham, Massachusetts, conduct a review of the effects of systemic racism in Needham and provide to the next Town Meeting specific warrant articles aimed at town improvement. Such a review shall include evaluation of:

- Racism experienced by people in Needham
- Discussion with the Town Committee Chairs to understand the role of racism within their area of responsibility
- Police oversight and accountability, including but not limited to qualified immunity, use of force policies, training (de-escalation, crisis intervention, legal education, diversity/inclusion), hiring and firing, arbitration and discipline, activity tracking, performance measurement, and ease of publicly accessing information
- Evaluation of alternative Police policies such as those offered by Campaign Zero
- Racial profiling in public spaces
- Expansion of the Equal Justice Placard Program through all Needham Town buildings
- Housing and zoning policies

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Amanda Wilson
Thomas J. Miller
Clair Brown
Randi S. Dike
Richard B. Moody
Wendy S. Rowe
David Summergrad

78 Melrose Avenue
139 Brookline St
775 WEBSTER ST
22 Parish Rd
22 Parish Rd
48 Cynthia Rd
62 Green Street

Amanda Wilson

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
 with the name substantially as
 registered

NOW LIVING AT
 (street & number, if any)

Residence on January 1, 20__
 If different (Street & number, if any)

Deborah S. Winning	12 Mallard Rd	
Russell J. Munnich	12 Mallard Rd	
Ross M. Donald	25 H Chambers St	-
Matthew Spengler	75 Hoover Rd	
Katy Dirks	674 Webster St	
David Dirks	674 Webster St	

Registrars of Voters check this against the name of
 each qualified Voter to be certified
 For names not certified, use the code opposite:

N – no such registered voter at that address
 S – unable to identify signature or address as that of voter.
 because of form or signature or address or illegible
 T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
 Signatures checked thus are names of qualified voters of this town.

Town _____

 Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

[Handwritten signatures: Nick Feener, Kim Stone, David Berkowitz, Caryn Manning, Way & Rob Mole, Robert Mole, Priya Gullapalli, KAC Gullapalli]

[Handwritten addresses: 51 Greendale Ave, 51 Greendale Ave, 45 Greendale Ave, 45 Greendale Ave, 9 MERCER ROAD, 45 Park Ave, 43 Park Ave, 42 Park Ave, 42 PARK AVE]

[Handwritten residences: Maggie + Nick Feener, Kim Stone, David Berkowitz, Caryn Manning, Way & Rob Mole, Robert Mole, Priya Gullapalli, KAC Gullapalli]

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

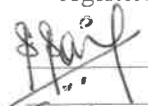
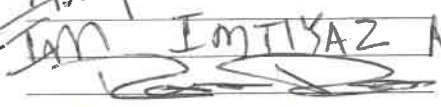
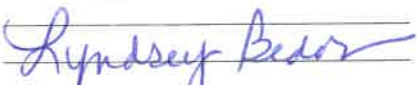
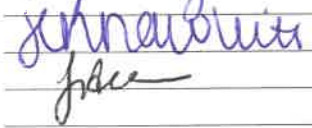
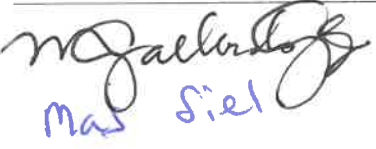
Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

	SAKINA SAIF-MULLA	1 NEEDHAMDALE RD,
	IMTIAZ MULLA	1 NEEDHAMDALE RD. 89 Charles River St Needham, MA (name: Raven Register)
	Lindsey Bedor	30 Taylor St. Needham, MA 02494
	Jenna White	159 Hunnewell St Needham 02494 40 Bobbed Dr Needham 02494
	LISA LINDE	21 PINE GROVE ST 02494
	Max Siel	303 Country Way 02492 (same)

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Zina Delanders	<i>[Signature]</i>	259 Edgewater Dr.	
Richard Delanders	<i>[Signature]</i>	259 EDGEWATER DR.	
Michael O'heary	<i>[Signature]</i>	278 Edgewater Drive	
ALEXANDER Cullen	<i>[Signature]</i>	133 GRANT ST	
JESSICA SRINIVAS	<i>[Signature]</i>	50 Edgewater Drive	
SINGU SRINIVAS	<i>[Signature]</i>	50 EDGEWATER DRIVE	
Dr. Wolstein	<i>[Signature]</i>	97 meadowbrook	
<i>[Signature]</i>	<i>[Signature]</i>	97 meadowbrook Rd.	
Robin Jaeger	<i>[Signature]</i>	67 Arch St. N.	
TEROLD JAEGER	<i>[Signature]</i>	67 ARCH ST. Needham MA	
Margaret Murphy	<i>[Signature]</i>	88 EDGEWATER	

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N - no such registered voter at that address
S - unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T - signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Town _____

Registrars of Voters

Town of Needham Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

<i>[Signature]</i>	Adam Jandl	34 Woodledge Rd.	28 Powers St.
<i>[Signature]</i>	Daniel Mitchell	34 Meadowbrook Rd	
<i>[Signature]</i>	Michael A. Symonak	91 Meadowbrook Rd.	
<i>[Signature]</i>	Kathleen J. Tully	197 Brookside Rd.	
<i>[Signature]</i>	Rick Nizink	147 Brookside Rd.	
<i>[Signature]</i>	Steven E. Prokesch	162 Nehoiden St.	
<i>[Signature]</i>		67 May St.	
<i>[Signature]</i>	Kurt D. Sperlberg	67 May St.	
<i>[Signature]</i>	Casey Hurwicz	46 Edgewater Drive	

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20 20
If different (Street & number, if any)

Joseph J. Leghorn
Bonny H. DeSimone

40 Linden St.
40 Linden St.

Same
"

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Mara Bolis WB
James Reddish
Simona Ching
Karen Mullen
Hadar Kramer
Jade George
TALIS SEJA Talis Seja
Anne Feldman
Jed Needleman
Jen Adler
Harry Stants
Kristen Stants

15 Canavan Cir Needham 02492
77 Alden Road Needham
90 Blake St
11 Aldridge Rd Needham 02492 Karen Mullen
11 Aldridge Rd Needham Kurt Mullen
6 Smith St Needham 02492 Hadar Kramer
151 Edgewater Drive Needham 02492 Jade George
15 Canavan Cir Needham
56 Canavan Cir Needham 02492
94 Mayflower Rd. Needham 02492
85 Mayflower Rd, Needham 02492
65 Beaufort Ave, Needham 02492
65 Beaufort Ave, Needham 02492

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N - no such registered voter at that address
S - unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T - signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Lolashmi Balasubramanian
JESSICA DEVARNEY
Lani Nicholson
Jennifer Tosti-Khuras
Dae Kwan
Jack Saini
Kris Widiarta
Monica Jordan
Colin Brzezinski
Laura Garabedian
Ben Garabedian
Alison Leung
Craig Leung

86 Plymouth Rd
51 Plymouth Rd
76 Plymouth Rd.
51 Brookline St.
51 Brookline St.
37 PLYMOUTH RD
37 PLYMOUTH RD
17 Plymouth rd
17 Plymouth Rd
38 Prince St
38 Prince St
16 Green St
16 Green St

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person with the name substantially as registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any

Rob Denurey
Liz Osharden
Jennifer Buell
Vita Klunder
Michael Klunder
Patrick Stern
Hannah Gilbert
Tavira Lira
Jane Carroll
Karen Foll
Kelly Maloy
Kate Maloy
Tracy Mahorey

51 Plymouth Rd
76 May St
53 Pinewood Rd
104 Plymouth Rd
104 Plymouth Rd
86 Plymouth Rd.
133 Green St
133 Green St
11 Prince St
108 Bradford St
18 Prince St
18 Prince St
23 Wilshire Park

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be from a notebook or a standard sheet of stationery.

Registrars of Voters check this against the name of each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

John Dwyer
Katie W. Dan
Katie King
Dance Kahan
Andrea Wizer
Robert Vecchi
Jesse Segel
Barbara Livingston

130 Birds Hill Ave Needham, MA	John Sherry
136 Thornton Road, Needham, MA	Nathan N. McConarty
136 Thornton Rd Needham, MA	Emily McConarty
127 Thornton Rd Needham, MA	Katie Dammann
153 Thornton Rd Needham, MA	Kate King
156 Thornton Rd Needham, MA	Jennifer Svensson
65 Powers St	Dance Kahan
150 Melrose Ave	Andrea Wizer
7 Emerson Rd	Robert Vecchi
7 Emerson Rd	Erik Bailey
64 Hillside Avenue	Jesse Segel
263 Warren St.	Barbara Livingston
48 Melrose Ave.	

Registrars of Voters check thus against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Town _____

Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person with the name substantially as registered	NOW LIVING AT (street & number, if any)	Residence on January 1, 20__ If different (Street & number, if any)
<u>Kathryn Greenberg</u>	<u>133 Brookline Street</u>	<u>21 Wormwood St. #214, Boston</u>
<u>Amelia Klein</u>	<u>23 Mackintosh Ave.</u>	<u>→ AMELIA KLEIN</u>
<u>Hans Klein</u>	<u>23 MACKINTOSH AVE</u>	<u>HANS KLEIN</u>
<u>Brian Jacobson</u>	<u>99 ELLICOTT ST, NEEDHAM</u>	<u>BRIAN JACOBSON</u>
<u>Stacie Shapiro</u>	<u>12 Pine Grove St</u>	<u>Stacie Shapiro</u>
<u>Heidi K Schwartz</u>	<u>34 Colgate Road</u>	<u>Heidi Schwartz</u>
<u>Gayani Weegardne</u>	<u>160 Valley Road</u>	<u>Deena Siegel</u>
<u>Diana Singal</u>	<u>67 Aron Circle</u>	<u>SAME</u>
<u>John Somayajy</u>	<u>106 Marked Tree Rd.</u>	<u>SAME</u>
<u>Peter Hauld</u>	<u>106 WARREN ST</u>	
<u>John G. G. G.</u>	<u>7 Briarwood Circle</u>	
<u>Christine Belmer</u>	<u>76 KIMBALL ST</u>	
<u>Rafaela M. M. G. G.</u>	<u>26 WILSHIRE PARK</u>	<u>Same</u>

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town _____

Town of Needham
Citizens' Petition for Warrant Article

- | | | |
|--|--|--|
| 1. Signatures to be made in person
with the name substantially as
registered | NOW LIVING AT
(street & number, if any) | Residence on January 1, 20__
If different (Street & number, if any) |
|--|--|--|

Madeleine Cuddy
Chris Cuddy
ALAN ROBINS
B. G. S.
Cam Hing
Michael R.
Joanne Devine
Cynthia A. Jurek
Myra A. Galt
B. S.
Valerie Kistler
J. B. S.

68 Kingsbury St.
 68 Kingsbury St.
 25 Bradford St
 154 South Street
 154 South St.
 267 WARREN ST
 267 Warren St.
 48 Avon Circle
 56 Avon Circle
 99 ELLICOTT ST.
 28 Fairview Rd
 28 FAIRVIEW RD
 NEEDHAM MA

 Michael Hourigan
 Cynthia Lemeire
 Margaret Gerth
 BEVERLY MOY
 Needham MA 02492
 LAWRENCE KISTLER

Registrars of Voters check this _____ against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
 S – unable to identify signature or address as that of voter.
 because of form or signature or address or illegible
 T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
 Signatures checked thus _____ are names of qualified voters of this town.

Town _____

Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

James M. O'Neil
Meg Sullivan
Lynn Buns
Emily B. Mc
Debra Greaney
Jeffrey
Ed Anderson
Nicholas Butler
Elizabeth Cuddy
Charlotte Cuddy
Emily Pearson

1333 GREAT PLAIN AVE
507 Chestnut St.
23 Emerson Place
97 Bradford Street
13 Appleton
13 Appleton Rd.
25 Bradford St.
49 Hillcrest Rd
49 Hillcrest Rd.
12 Bobsted Drive
68 Kingsbury St.
68 Kingsbury St
23 Curva St.

r

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town _____

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20____
If different (Street & number, if any)

[Signature]
[Signature]
 Noah Mertz (Noah Mertz)
 Catherine Mertz (Catherine Mertz)
 Oscar Mertz (OSCAR MERTZ)
[Signature]
 Noah Winnif
[Signature]
 Sharon R. Katz
 Kathy Katz
 Wendy Scher

7 Briarwood Circle
 7 Briarwood Circle
 67 Rybury Hill way
 67 Rybury Hill way
 65T WESTER ST
 97 Old Farm Rd
 144 Greendale Ave
 86 Wilshire PK
 22 Curtis Rd
 22 CURTIS ROAD
 172 Fair Oaks Park
 153 Livingston Circle

11
 Jennifer Gonzalez

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
 S – unable to identify signature or address as that of voter.
 because of form or signature or address or illegible
 T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20____
If different (Street & number, if any)

Rebecca Waber <i>Rebecca Waber</i>	15 Powder House Circle	
<i>BENJAMIN WABER</i>	15 Powder House Circle	
Stephanie Hartung	28 Howe Rd	
RICHARD HAROY	1347 South St	
Rebecca Phillips	62 Henderson St.	
Charles Zimmermann	326 Rosemary	
Cornelia Zimmermann	326 Rosemary St	
Jenny Small	27 Richard Road	
Cynthia Brough	377 Manning St.	Cynthia Loughran
Carol Oberle	15 Otis St Needham	Carol Oberle
Diana Conroy	716 Webster Street	
Diana B Conroy	716 Webster Street	
Eleanor G. Shore	62 Meadowbrook Rd	
Eleanor G. Shore		

Registrars of Voters check this _____ against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus _____ are names of qualified voters of this town.

Town _____

Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Ronald S. Waite
Susan E. Maxwell
John McDermott
Anna Aguilera
Amy Cicala
Anthony Cicala
Erica Bond
Mark D. Swartz
Margaret Werner
Steven D. Colan
Eleanor Rosellini
Richard Levy
Linda B. Gorman

62 Warren St.
62 Warren St.
65 CARTERBURY LANE
12 Glenwood Rd
293 Brookline Rd
293 Brookline Rd
159 Warren St
136 Parker Rd,
11 Amelia Rd
11 Amelia Rd
1091 Greendale Ave
24 Damon Rd.
78 Maple St.

Ronald S. Waite
Susan E. Maxwell
John McDermott
Anna Aguilera
Amy Cicala
Anthony Cicala
Erica Bond
Mark D. Swartz
Margaret Werner
Steven D. Colan
Eleanor Rosellini
Richard Levy
before May 15th
325 Green St.
Natick

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N - no such registered voter at that address
S - unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T - signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

[Signature] **SAM GRAVES**

[Signature] Wesley Wildman

[Signature] Sandra Walters

[Signature] S. Wildman

[Signature] Carl Thomas

[Signature] Kathryn Thomas

[Signature] ~~Thomas~~

[Signature] ~~Thomas~~

[Signature] ~~Thomas~~

[Signature] ~~Thomas~~

[Signature] ~~Thomas~~

[Signature] Jane Cohen

[Signature] 94 Warren St

217 High Rock St Needham

8 Alfreton Rd. Needham

27 Walnut St Needham

217 High Rock St Needham

168 Paul Revere Rd

68 Hoover Rd

60 OAKCREST RD

60 Oakcrest Rd

101 Hillside Ave

101 Hillside Ave

101 Hillside Avenue

77 Warren St

[Signature] Ilisa J. Aronow

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

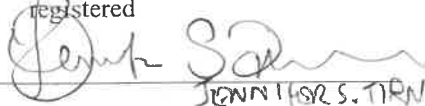
CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Town

Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person with the name substantially as registered	NOW LIVING AT (street & number, if any)	Residence on January 1, 20__ If different (Street & number, if any)
 JENNIFER S. TIRNAUER	1141 GREAT PLAIN AVE	
Beth K. Baudes	158 MARKED TREE RD.	
Michael S. Baudes	158 Marked Tree Rd	
David Zenzian	19 Emerson Rd	
Tracy Zenzian	19 Emerson Rd	
Laura Segel	263 Warren St. Needham	✓
Joel Segel	263 Warren St Needham	
DAVID BERMAN	341 WEST ST NEEDHAM	
NANCY TEMPLE	341 WEST NEEDHAM	n temple1031@gmail.com
Philip T. Lynes	586 Central Ave, Needham	
Carolyn D. Lynes	586 Central Ave, Needham	
Homeric Tower	94 Warren St Needham 02492	

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Town _____

Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Quinn Adams Leach
Shari Stier
Aaron Stier-Cohen
Heidi Fraip
Deborah A. Mulko
Glen A. Mulko
Paul Gregg
Liz Gregg
Jennifer Scheck-Kahn
Thomas Kahan
Sharon Fener
Susan C. Kirk
Ethan Fener

1606 Great Plain Ave
23 Park Ave
23 Park Ave
29 Powers St
40 Morton St.
40 Morton St
1306 Great Plain Ave
1306 Great Plain Ave
17 Wayne Rd
141 Market Tree Rd
40 Tanglewood Rd
100 Warren Street
40 Tanglewood Rd

SHARI STIER
AARON STIER-COHN

Rachel Gregg
Sharon Fener
Sharon Fener
SUSAN C. KIRK
ETHAN FENER

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person with the name substantially as registered	NOW LIVING AT (street & number, if any)	Residence on January 1, 20__ If different (Street & number, if any)
<i>Jeanne S. McKnight</i>	<i>100 Rosemary Way #336</i>	
<i>Jessie E. Tallman</i>	<i>298 Webster St. Need.</i>	
<i>Josephine L. Ocharla</i>	<i>657 Webster St. Needham, MA 02492</i>	<i>(Jo Anne)</i>
<i>Ann</i>	<i>50 May Street</i>	
<i>Hannah Bassett</i>	<i>50 May Street</i>	
<i>Cecile Levesque</i>	<i>280 Manning St Needham</i>	
<i>Meghan D. Krinstein</i>	<i>35 Colgate Rd Needham</i>	
<i>Cheryl Krusti</i>	<i>35 Colgate Rd Needham</i>	
<i>Susan Anderson</i>	<i>93 Garden St. Needham MA 02492</i>	
<i>Susan Anderson</i>	<i>93 Garden St. Needham MA 02492</i>	
<i>Don McCole</i>	<i>112 Sachem Rd, 02491</i>	
<i>Michelle Monkey</i>		

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter,
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town _____

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

[Handwritten signatures]
Karen Farthing
Gretchen Cook-Anderson
Karen Jensen
Melba Matthews-Bellinger
Edward Schindler
Kathryn W. Kuhl
Cary Z. Livingston
Robin A. David
Joshua M. David
Janet J. Klein
Debra W. McKnight

87 Morton Rd
750 Great Plain Ave
750 Great Plain Ave
276 Dedham Ave
43 Morton St
19 Fair Oaks Pl
100 Rosemary Way
100 Rosemary Way
27 Warden Street
97 Great Plain Ave
97 Great Plain Ave
53 Enslin Rd
100 Rosemary Way #336

Hilary Bruehl

ROBIN A DAVID
JOSHUA M DAVID

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Edward Soltzberg
Matthew Holmes
Barbara McGougan
Wesley Soper
Lauren Eilberg
Charles Cerlen
Kaitlin McGrath
Paula Kahn
Will Myers

16 ALFRETON ROAD
22 Mark Lee Rd #1
22 Mark Lee Rd #1
362 WEBSTER
32 Mark Lee Rd
32 Mark Lee Rd
10 Mercer Road
10 Mercer Road

[Signature]
285 Webster St
285 Webster St

LEONARD SOLTZBERG
Madeleine Brooks
Matthew Holmes
BARBARA MCGOUGAN
WESLEY SOPER
LAUREN EILBERG
CHARLES CERLEN
KAITLIN MCGRATH

[Signature]
Paula Kahn
WILL MYERS

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Town _____

Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 2020
If different (Street & number, if any)

Valerie Maio
Peter Maio
Ryan Ciporkin
Kuba Robinson-Cede
Adam Mersick
Rosemary Astheimer
Trevor Astheimer
Jennifer Sherman
Mani Neuschaefer
Gabriela Spear
Carol Fraini
Gustavo Vicentini
Tyler Young
Chris Ciccolini
Nicole Barker
Alexa Moore
Brian Moore
Marty Kolewe
Christina Vasalou

15 Park Ave
15 Park Ave
9 Park Ave
67 Greendale Ave
81 Greendale Ave
81 Greendale Ave
56 Cottonwell St
42 Spring Rd
53 Spring Rd
58 Spring Rd
66 Spring Rd, #1
44 Mark Lee Rd
578 Hunnwell St.
61 Greendale Ave
36 Park Ave
36 Park Ave
326 Webster St
326 Webster St

Valerie Maio
PETER MAIO
Ryan Ciporkin
Kuba Robinson-Cede
ADAM MERSICK
ROSEMARY ASTHEIMER
Trevor Astheimer
JENNIFER SHERMAN
Mani Neuschaefer
GABRIELA SPEAR
Carol Fraini
GUSTAVO VICENTINI
TYLER YOUNG
Chris Ciccolini
Nicole Barker
ALEXA MOORE
Brian Moore
Marty Kolewe
Christina Vasalou

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N - no such registered voter at that address
S - unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T - signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

Abigail Shneyder
Meryl Poku
Bridget Francescone
Lauren Knowles
Joseph Knowles
Sidonie Granadillo
E. W. C. Chan
Joseph Barker

8 Alfreton Rd.
32 Alfreton Rd
70 Greendale Ave
87 Greendale Ave
87 Greendale Ave
76 Greendale Ave
21 Spring Road
61 Greendale Ave

ABIGAIL SHNEYDER
MERYL POKU
Bridget Francescone
Lauren Knowles
Joseph Knowles
sidonie Granadillo
E. W. C. Chan
Joseph Barker

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

- | | | |
|--|--|--|
| 1. Signatures to be made in person
with the name substantially as
registered | NOW LIVING AT
(street & number, if any) | Residence on January 1, 20__
If different (Street & number, if any) |
|--|--|--|

<u>Lawrence J. Cohen</u> (Lawrence J. Cohen) <u>Patricia W. Tholl</u> <u>Jonathan Spill</u> <u>James C. Tholson</u> <u>Wendy Blom</u> <u>David J. Blom</u> <u>Eric Ponto</u> <u>Maddie Mollen</u> <u>Jodi Rooney</u> <u>Eileen Mullen</u> <u>Penelope W. Kuf</u> <u>Edward Schickel</u>	(77 WARREN ST. NEEDHAM MA) 103 Lawton Rd Needham 49 Wachusett Rd Needham 66 Bess Rd, Needham 140 Warren St Needham 140 Warren St. Apt. 2 Needham 44 Dartmouth Ave. Needham 143 Highgate St 89 Parish Rd 89 Parish Rd Needham 21 Bobsled Needham 139 Brookline St, Needham 617 Central Ave, Needham 20 Dunbarton Rd, Needham, MA 100 Rosemary Way Needham 02494 100 Rosemary Way	
---	---	--

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Town _____

Registrars of Voters

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20 21
If different (Street & number, if any)

<u>Risa Sudeshna Fisch</u>	<u>419 Webster St. Needham</u>	<u>N/A</u>
<u>Michael Fisch</u>	<u>419 Webster St. Needham</u>	<u>N/A</u>
<u>Glenn Stern</u>	<u>411 Webster St. Needham</u>	<u>N/A</u>
<u>Susan B. Condon</u>	<u>409 Webster St. Needham</u>	<u>N/A</u>
<u>KAREN S. HOLST</u>	<u>290 WEBSTER ST NDM</u>	<u>N/A</u>
<u>Jamiantha H. Capford</u>	<u>469 Webster St.</u>	<u>N/A</u>
<u>Michael Perry</u>	<u>514 Webster St</u>	<u>N/A</u>
<u>ANNE Weinstein</u>	<u>3 CAREY Rd</u>	<u>N/A</u>
<u>Alexander Zyzanski</u>	<u>1091 Highland</u>	<u>N/A</u>

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town _____

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

John P. Kirk
Peter Olive

100 warren St.

133 Thornton Rd

John P. Kirk

Peter Olive

Jill Olive

133 Thornton Rd

JILL OLIVE

Molly Olive

133 Thornton Rd

Molly Olive

Nikolai Amara Myers
Richard Myers
Si Si N. Ganev
George W. Ganev
Jackie Shepherd

78 warren St.

78 warren St.

621 High Rock St.

621 High Rock St.

100 Rosemary Way

Nikolai Amara Myers
Richard Myers
Si Si N. Ganev
George W. Ganev
Unit 235

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town

Town of Needham
Citizens' Petition for Warrant Article

1. Signatures to be made in person
with the name substantially as
registered

NOW LIVING AT
(street & number, if any)

Residence on January 1, 20__
If different (Street & number, if any)

<u>Christina Mathews</u>	<u>12 Bobble Dr.</u>	<u>Needham</u>
<u>LINDA R. DAVIS</u>	<u>244 Great Plain Ave</u>	<u>Needham</u>
<u>Joe & Joseph Cocozza</u>	<u>24 Castano Ct</u>	<u>Needham</u>
<u>Allison Cocozza</u>	<u>24 Castano Ct</u>	<u>Needham</u>
<u>Kristin Mollerus</u>	<u>139 Brookline St</u>	<u>Needham</u>
<u>Janet Desaulniers</u>	<u>222 Brookline St</u>	<u>Needham</u>
<u>Jennifer Lynch</u>	<u>278 Edgewater St</u>	<u>NEEDHAM</u>
<u>Bethanne W. Gehman</u>	<u>141 Marked Tree Rd</u>	
<u>Muriel J. Gehman</u>	<u>141 Marked Tree Rd</u>	<u>Needham</u>
<u>Kathleen McDonnell</u>	<u>65 Canterbury Ln</u>	<u>Needham</u>
<u>Laura Fox</u>	<u>43 Marked Tree Rd</u>	<u>Needham</u>
<u>Doug Fox</u>	<u>43 Marked Tree Rd</u>	<u>Needham</u>

Registrars of Voters check this against the name of
each qualified Voter to be certified
For names not certified, use the code opposite:

N – no such registered voter at that address
S – unable to identify signature or address as that of voter.
because of form or signature or address or illegible
T – signed too many petitions.

CERTIFICATION OF SIGNATURES

We certify that the _____ above
Signatures checked thus are names of qualified voters of this town.

Registrars of Voters

Town



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

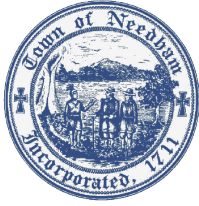
MEETING DATE: 9/8/2020

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Board will review articles on the October 4, 2020 Special Town Meeting Warrant.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Board vote to support (not to support) article _____ in the Special Town Meeting Warrant.	
3.	BACK UP INFORMATION ATTACHED
a. Status of Articles as of 9.4.2020	

Status of Articles 9.4.2020

#	Article	Status	BOS Position	FC Position	BOS	FC	CPC	Planning
1	Amend the FY2021 Operating Budget				Moe	Carol		
2	Appropriate for Needham Property Tax Assistance Program				Dan	Rick		
3	Appropriate for Covid-19 Expenses				Matt	Dick		
4	Appropriate for Billing and Collection Software				Matt	Josh		
5	Appropriate Transportation Improvement Fees			Adopt	John	Garrett		
6	Amend Zoning By-Law – Avery Square Overlay District				Moe	Carol		
7	Amend Zoning By-Law – Map Change to Avery Square Overlay District				Moe	Carol		
8	Appropriate for Walker Lane Sewer				Marianne	Barry		
9	Rescind Debt Authorization				Moe	Louise		
10	Appropriate for Emergency Rental Assistance Program				Dan	Tom		
11	Appropriate for First Baptist Church Preservation & Restoration					Tom		
12	Appropriate for First Parish Church Steeple Preservation					Tom		
13	Appropriate for Needham Community Farm Growing Bed Expansion				John	Tom		
14	Appropriate for Claxton Field Lights and Skin Renovation Design				Matt			
15	Appropriate for Resurfacing the Synthetic Track at DeFazio Complex				Mat			
16	Appropriate to Community Preservation Fund				Moe	Tom		
17	Citizen's Petition					Louise		

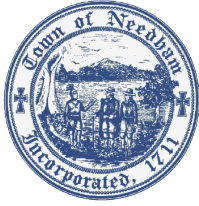


**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 9/8/2020

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 SELECT BOARD
3.	BACK UP INFORMATION ATTACHED
none	



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

MEETING DATE: 09/08/2020

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	

**Town of Needham
Select Board
Open Session Minutes for July 23, 2020
By Zoom Video Conference**

8:00 a.m. Call to Order:

A meeting of the Select Board was convened by Chair Maurice P. Handel. Those participating were Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, and Town Manager Kate Fitzpatrick.

Mr. Handel announced this open meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020 due to the current state of emergency from the outbreak of the COVID-19 virus.

8:00 a.m. Executive Session: Exception 3 - Potential Litigation

Motion by Mr. Bulian that the Select Board vote to enter into Executive Session under Exception 3 - to discuss strategy with respect to collective bargaining or litigation, not to return to open session prior to adjournment.

Second: Mr. Borrelli. Mr. Handel polled the Board. Unanimously approved 5-0.

Note: The meeting adjourned at 9:40

**Town of Needham
Select Board
Minutes for Thursday, August 6, 2020
By Zoom Video Conference
<https://us02web.zoom.us/j/81139690129>**

8:30 a.m. Call to Order:

A special meeting of the Select Board was convened by Chair Maurice P. Handel. Those participating were Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, and Town Manager Kate Fitzpatrick. Dave Davison, Assistant Town Manager/Finance also participated. Recording Secretary Mary Hunt recorded the meeting remotely.

Mr. Handel announced this open meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020 due to the current state of emergency from the outbreak of the COVID-19 virus. He noted all public gatherings have been suspended as advised and directed by the Commonwealth. And, as such, suspending the requirement of the open meeting law to have all meetings in a public, accessible, physical location while encouraging and allowing members of all public bodies to participate remotely. Mr. Handel stated the meeting will not include public comment and the Needham Select Board and all attendees are convening by Zoom, as posted on the Town's website identifying how the public may join. He said all supporting documents used at this meeting are available on the Town's website www.needhamma.gov.

8:32 a.m. Change Polling Locations for Precincts E & H:

Ms. Fitzpatrick said using the Public Administration Building as a polling location is problematic due to space constraints. She proposed precincts E & H use the Needham Golf Club for the September 1, 2020 state primary and November 3, 2020 general election.

Mr. Bulian said he will not support use of a private facility as a polling location. He said all voting should be done in public buildings.

The Board agreed with Mr. Bulian. However, it was noted the Town is facing a variety of challenges this year, and that the proposal is a carefully considered recommendation that will solve significant operational issues.

Ms. Cooley suggested Theodora Eaton, Town Clerk needs more poll workers. She encouraged people to step up and help if they want free and fair elections.

Mr. Handel said the election will be challenging due to the number of mail-in ballots and commented the Town Clerk needs all the help she can get.

Ms. Fitzpatrick said voters in precincts E & H will be notified of the change of polling location.

Motion by Mr. Borrelli that the Select Board vote to change the polling location for precincts E & H from the Public Services Administration Building to the Needham Golf Club, 49 Green Street for the September 1, 2020 and November 3, 2020 elections.

Second: Mr. Matthews. Approved 4-1 by roll call vote. Mr. Bulian voted nay.

8:38 a.m. Appointments and Consent Agenda:
Motion by Mr. Bulian that the Board vote to approve the Appointments and Consent Agenda as presented.

Appointments: No Appointments were made at this meeting.

Consent Agenda:

- 1. Approve State Primary Warrant - September 1, 2020.**
- 2. Approve the hours for in-person early voting for the September 1, 2020 primary in the Select Board Chambers, Needham Town Hall on:
Saturday & Sunday, August 22 & 23, 2020: 12:00 p.m. to 5:00 p.m.
Monday - Thursday, August 24 - 27, 2020: 9:00 a.m. to 5:00 p.m.
Friday, August 28, 2020: 9:00 a.m. to 12:00 p.m.**
- 3. Designate the Town Manager to implement emergency mandatory non-essential outdoor water use restrictions in accordance with Section 2.2.5.5.2 of the General By-laws.**
- 4. Sign Proclamation declaring August 7, 2020 as Purple Heart Day in Needham.**

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

8:40 a.m. Change Date for Special Town Meeting:
Ms. Fitzpatrick said after discussion with the Town Moderator it is recommended the date of the Special Town Meeting be rescheduled to Sunday, October 4, 2020 at 1:00 p.m. from Monday, October 5, 2020, so that the meeting can be held outside at the Memorial Park parking lot. Ms. Fitzpatrick recommends a rain date of Sunday, October 11, 2020 at 1:00 p.m.

Motion by Mr. Borrelli that the Select Board vote to change the date of the Special Town Meeting previously called for Monday, October 5, 2020 to Sunday, October 4, 2020 at 1:00 p.m., with a rain date of Sunday, October 11, 2020 at 1:00 p.m. to be held at the Memorial Park Parking Lot, subject to final approval of the Memorial Park Trustees.

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

8:41 a.m. Purple Heart Community Proclamation:
Mr. Borrelli read a proclamation that the Select Board of the Town of Needham does hereby proclaim that Needham is a Purple Heart Community and that August 7, 2020 be considered Purple Heart Day in Needham.

Mr. Handel noted the proclamation has already been adopted as part of the Consent Agenda.

8:42 a.m. Discuss Special Town Meeting Warrant Articles:
Ms. Fitzpatrick said the Select Board will open the Special Town Meeting Warrant at its August 18, 2020 meeting. She said guidance is needed on items under consideration, as well as articles recommended for deferral to May 2021. She commented on several articles including West Street Zoning, Citizens Petitions (zoning and trash receptacles on sidewalks), Walker Lane Sewer Project, Property Tax Assistance, Grant Program for businesses who have expended funds to move operations outside due to the pandemic,

billing and collection software, COVID-19 expenses, Transportation Network Fees, CPA articles (Affordable Housing Trust and other articles), and Workers Compensation Fund.

Mr. Borrelli commented on Community Preservation Articles for the First Baptist Church and the Parish Church, expressing concern as to the urgency and what will happen at Town Meeting when debate begins. He suggested the articles be deferred, acknowledging it is a question for the Community Preservation Committee.

Mr. Handel asked about ongoing capital projects and COVID-19 expenses.

Ms. Fitzpatrick said COVID-19 expenses would be related to maintenance or upgrades required to keep facilities running consistent with social distancing guidelines, appropriate ventilation, or additional cleaning that may be required for the schools to reopen.

Mr. Matthews said while holding Town Meeting outside, it is important to minimize the time spent in session as there are numerous and limiting factors (weather and daylight). He said it is important the agenda not have anything more than is absolutely essential. He suggested planning for alternative formats and/or options for Town Meeting, noting it may not be possible for Town Meeting to physically meet next May.

Discussion ensued on articles deemed essential or those that should be deferred.

Mr. Matthews commented on Citizen's Petition articles, saying the proponents must be advised that the same obstacles the Town faced in the spring of 2020 are still with us, recommending deferral of the articles until Town Meeting can be back together and operating in a more traditional format. He said, regardless of anyone's opinion, Town Meeting must be able to have a fair and equitable discussion in order to make a decision on the issue.

Mr. Bulian concurred with Mr. Matthews, saying the proponents should be presented with the same offer that was made in the spring, but noted weather and daylight of Town Meeting being held outside in October could be a factor in postponing the articles again to May 2021. Mr. Bulian suggested the chair and vice chair ask the proponents to agree to move the articles to May 2021, noting the same pandemic circumstances could exist.

Mr. Handel said it is worth asking the proponents, stating they must volunteer to go along with the Select Board's suggestion. He said "otherwise, we are breaking our word."

Mr. Matthews said if the proponents insist on going forward, then they will be able to do so. He said, however, he would not put them at the top of the warrant. He said he feels there is no particular urgency in either article, except that the stake in the zoning petition is a long term change in evaluation of real estate that is permanent and is not going to be affected if adopted this year or next. He said he thought the trash receptacle petition had better, cheaper, and simpler solutions that may be readily available that he had hoped to see. Mr. Matthews said his statements are only for the purpose of managing Town Meeting.

Mr. Matthews referred to Ms. Cooley's point about the Town Clerk not having enough staff for the election. He asked whether there are any steps the Select Board could take to help make the primary and election a success, including recruiting poll workers or other actions. He said the Town Clerk should know the Board is supportive of her and her staff while they work under some very difficult conditions.

9:05 a.m.

Adjourn:

Motion by Ms. Cooley that the Select Board vote to adjourn the Select Board meeting of Thursday, August 6, 2020.

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

It was noted the next Select Board meeting will be held on Tuesday, August 18, 2020.

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

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

**Town of Needham
Select Board
Minutes for Tuesday, August 18, 2020
By Zoom Video Conference
<https://us02web.zoom.us/j/81178733033>**

- 5:45 p.m. Informal Meeting with Citizens:
Fernanda Pinto, a rising junior at Needham High School spoke with the Board proposing that the Town of Needham change the name of Columbus Day to Indigenous People's Day. She explained that while Christopher Columbus discovered America, he also committed serious crimes. She suggested the Town consider changing the name of the October holiday to celebrate and honor native Americans. She asked the Board the next steps she could take to move the issue forward.
- Mr. Borrelli cautioned that the issue is not "cut and dry" and that Christopher Columbus is a revered and beloved figure in the Italian community. He said there is a way to celebrate Christopher Columbus and the cultural impact he had versus another day to honor indigenous people. Mr. Borrelli said the subject is sensitive and he is not inclined to make any change. Ms. Cooley said some communities have chosen to jointly name the holiday recognizing both the important cultural identity of Christopher Columbus and indigenous people.
- 6:01 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Maurice P. Handel. Those participating were Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, and Town Manager Kate Fitzpatrick. Town staff participating included Dave Davison, Assistant Town Manager/Finance, Katie King, Assistant Town Manager/Operations, and Sandy Cincotta, Support Services Manager. Recording Secretary Mary Hunt recorded the meeting remotely.
- Mr. Handel announced this open meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020 due to the current state of emergency from the outbreak of the COVID-19 virus. He noted all public gatherings have been suspended as advised and directed by the Commonwealth. And, as such, suspending the requirement of the open meeting law to have all meetings in a public, accessible, physical location while encouraging and allowing members of all public bodies to participate remotely. Mr. Handel stated the meeting will not include public comment and the Needham Select Board and all attendees are convening by Zoom, as posted on the Town's website identifying how the public may join. He said all supporting documents used at this meeting are available on the Town's website www.needhamma.gov.
- 6:02 p.m. Certificate of Appreciation - Elaine Saunders, Commission on Disabilities Committee

Mr. Borrelli read a Certificate of Appreciation awarded to Elaine Saunders, Commission on Disabilities for her many years of distinguished service. The Board thanked Ms. Saunders for her service to the Town of Needham.

Motion by Mr. Borrelli in recognition of over 29 years of distinguished service to the Town of Needham. Thank you for your oversight and guidance to the Needham Commission on Disabilities and for your selfless dedication in serving as a member from when the Commission was first established in 1991 and as Co-Chair for so many years. Congratulations!

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

6:04 p.m. Public Hearing: Eversource Energy Grant of Location - Marked Tree Road: Maureen Carroll, Eversource Energy representative requested permission to install approximately five feet of conduit in Marked Tree Road. This work is necessary to provide underground electric service to 169 Marked Tree Road Needham.

Ms. Fitzpatrick said all paperwork is in order, however work was done prior to receiving approval.

Juan Wolf, general contractor said this is the first home he has built in Needham and that he was unaware of the permit process for a GOL. He apologized to the Board for this error, saying the work was reversed to allow for Eversource to complete its work.

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

Motion by Mr. Bulian that the Select Board approve and sign a petition from Eversource Energy to install approximately 5 feet of conduit in Marked Tree Road. This work is necessary to provide underground electric service to 169 Marked Tree Road, Needham.

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

Mr. Borrelli said he is frustrated by the number times work has been done prior to receiving approval from the Board. He said while guidelines and notices have been put in place, this situation happens too often. He suggested instituting a fine for these offenses.

Mr. Bulian explained the importance of Select Board approval, as it allows abutters to weigh in on the project.

6:12 p.m. Appointments and Consent Agenda:
Motion by Mr. Bulian that the Select Board vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS

- 1. Various Committee Reappointments See list attached.**
- 2. Human Rights Committee Marcus Nelson (term expires 6/30/2023)**

3. Rail Trail Advisory Committee Stacey Mulroy (term expires 6/30/2023)
4. MWRA Advisory Board Sean Harrington (term expires 6/30/2023)

CONSENT AGENDA

1. Accept the following donations made to Needham Youth & Family Services' Volunteers Around Needham Program: \$20 from the Kline family; \$20 from the Franco Family; and \$25 from the Kelleher family.
2. Approve corrected G Schedule for the FY2021 Classification and Compensation Plan.
3. Approve the following grant applications made to the Needham Commission on Disabilities: David Summergrad requested a grant for payment of the \$200 honorarium for Lillian Elmore's presentation via Zoom, sponsored by the Needham Diversity Initiative. Lillian is a senior at Lexington High School who has cerebral palsy and gave an inspirational talk on empowerment, living with disabilities, accessibility and all challenges; and Julie Muse-Fisher, along with Mary Ricci and Kate Groton, requested a grant for up to \$2600 to support various initiatives for the new Intensive Learning Center (ILC) at Pollard Middle School.
4. Accept the following donations made to the Needham Community Revitalization Trust Fund: \$100 from Mr. Joseph Leghorn.
5. Accept a donation of a 6x10 nylon flag to fly at Avery Square from Ted Shaughnessy, a Needham resident.
6. Accept various donations from the Town of Needham's Bi-centennial celebration in 1911 and other assorted memorabilia from a Needham native that was born in 1913. Items were donated by his son, Sandy Bucknam. Some items include a pennant, three small plates, a medal and various pictures.
7. Approve minutes from July 21, 2020 meeting.
8. Approve, sign and return the 2020 Final Boundary Validation Program form from the U.S. Census Bureau.
9. Approve donation from the Needham Fire Department of a turnout gear dryer to the Medway Fire Department.
10. Water and Sewer Abatement Order #1294.
11. Disband the Cable Advisory Television Committee with thanks to its members.
12. Approve banner flag design for the showcase banner program on Chapel Street that reads Shop Local, Wear a Mask, Keep Needham Safe. This is an initiative from the Needham Health Department.

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

6:13 p.m.

COVID-19 Update:

Tiffany Zike updated the Board on the Town's response to the COVID-19 pandemic. She said the Public Health Department has been working to guide schools in reopening. She commented on the number of confirmed cases of COVID-19 in Needham, saying residents are paying attention and heeding the warnings, as indicated in the leveling off of cases. Ms. Zike spoke about the total number of daily confirmed cases. She indicated case numbers for Needham will change and be adjusted over the next few weeks due to an issue at a lab where some false positive cases were revoked. She said the Needham Public Health department is working on a COVID appropriate flu clinic for the end of September. Ms. Zike commented Olin College is reopening, noting one third of the number of students will be on campus. Ms. Zike commented Needham is doing well, people

understand the necessity of wearing a mask, however she noted some reports of people not wearing masks. Ms. Zike commented nursing homes and independent long-term care facilities are regularly contacted, seem to be doing well, and have a handle on their processes. Ms. Zike commented that face coverings need to fit to work properly.

Ms. Cooley commented it is worthwhile for citizens to know that they do not have to be the “mask police.” She said the rule is to wear a mask indoors with other people, and if outside and unable to maintain six feet of distance, then a mask is also required.

6:28 p.m.

Superintendent of Schools Update:

Dan Gutekanst, Superintendent of Schools updated the Board on race equity issues in the schools and provided information about plans for re-opening this fall.

Dr. Gutekanst said race equity in the schools is a work in progress, ongoing, and a community effort. He said Needham Public Schools have an exceptionally strong relationship with the Needham Police Department, particularly through the School Resource Program who collaborate to help students, staff, and families solve problems. PowerPoint slides were shown describing the “Race, Equity, Access & Leadership Coalition” (REAL) which provides a structure and framework to support and guide efforts to be culturally proficient, anti-racist, and to eliminate barriers for all children. Discussion ensued on actions and plans to be taken to ensure growth. Dr. Gutekanst highlighted various activities, forums, and programs that have taken place over the last year focused on ensuring equity in the schools.

Mr. Handel asked the Board for questions and comments.

Mr. Borrelli commented that diversity is terrific, but unity is sometimes missing. He said supporting the School Resource Officer and diversity is not mutually exclusive. He said he is hopeful we can be diverse and united as a community and celebrate differences.

Ms. Cooley said it was interesting to hear the status of race equity in the schools. She asked Dr. Gutekanst for an overview of reopening the schools in the fall and whether there are any particular concerns or worries where the Select Board can be helpful?

Dr. Gutekanst said schools are on track to reopen schools September 14, 2020 in a hybrid model, where half the children attend school one week and the other half attend the next week. He explained the purpose of the hybrid model is to minimize the number of students in contact at any one time and allow for social distancing. Dr. Gutekanst praised the School Committee for their work. He said an enormous amount of work and negotiation with the Needham Teachers Association is required prior to teachers returning to the schools on August 31, 2020. He commented, however, many teachers and families are anxious about health safety

and whether school building ventilation systems will be adequate for students returning to school. He commented each building's ventilation system is currently being studied, noting he is hopeful any issues are minimal and can be easily fixed. Dr. Gutekanst said if ventilation issues or the trajectory of the COVID-19 disease suggest schools should not open, then remote learning will be necessary. Dr. Gutekanst concluded many moving parts must come together quickly.

Mr. Bulian said the task is extraordinarily challenging. He said the hope is, as we enter the winter flu season, the hybrid model will work. However, dynamics may change, and remote learning may be necessary.

Dr. Gutekanst said currently the right thing is to bring children back to school. However, approximately 600-700 students are already choosing remote learning due to health or personal reasons, essentially creating a ninth school in Needham. He said the task is enormously costly, noting an additional appropriation will be requested at the October 2020 Town Meeting. He said current health and science trends suggest schools can open safely, but if things change schools will close and an excellent remote learning experience will be provided to students. He commented cloth masks or surgical type masks will be required for staff and students.

Mr. Matthews said a lot of ground is being covered between race equity and the COVID response. He said a sustained effort is needed, but believes the Town is on the right track in safely reopening schools. He thanked Dr. Gutekanst for his work and offered the Select Board's help if needed.

Mr. Handel asked about safety on buses, particularly for METCO students.

Dr. Gutekanst said one child per seat will be required, and the hybrid model makes it possible for children to spread out on the bus. He said windows will remain open for ventilation, even in cold months.

Ms. Cooley thanked Dr. Gutekanst for the plan, which she said is guided by science. She said she understands the anxiety, but with the infection levels in Needham, the town is "in a good place for now." She said she appreciates children returning to school, as that is where everyone would like them.

Ms. Fitzpatrick said the number of details worked out by the leadership team is mind boggling. She thanked everyone for the work.

7:19 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager spoke with the Board regarding 6 items:

1. Appoint Interim Director of Public Works

Ms. Fitzpatrick recommended that the Select Board vote to approve the appointment of Carys Lustig as Interim Director of Public Works effective October

1, 2020 in accordance with Section 20 (c) of the Town Charter. She said Richard Merson, Director of DPW has decided to retire after 48 years of service to the Town.

The Board congratulated Ms. Lustig and wished her well in her new position.

Motion by Mr. Bulian that the Select Board vote to approve the appointment of Carys Lustig as Interim Director of Public Works effective October 1, 2020 in accordance with Section 20 (c) of the Town Charter.

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

2. Needham Unites Against Racism Initiative

Ms. Fitzpatrick provided the Board with information gathered as a result of the July 21st Listening Session and made recommendations for next steps. She noted that posted on the Unite Against Racism page on the Town's website is a list of 82 items of suggestions from the community. She reported on the "Lived Experiences" project, a flyer promoting the Attorney General's discrimination hotline, and the authorization by the Select Board to hire an investigator to look into an incident in the Needham police department in January 2020. Ms. Fitzpatrick said the topic should be included in future meetings, suggesting forming a working group to collaborate with the Select Board on a shared vision for racial equity in Needham.

3. Small Cell Wireless Facilities Policy

Ms. Fitzpatrick presented the Select Board highlights from the proposed Small Cell Wireless Facilities Policy. This proposed policy has been developed by outside counsel specializing in the industry, and includes input collected by town departments and the Board of Health. She said the policy will be posted on the town's website and asked the Board to consider adopting the policy at a meeting in September or October 2020. A PowerPoint was viewed. She asked the Board for their questions and input.

Mr. Borrelli said the policy is a great summary of feedback heard at the public hearings.

Ms. Cooley said it is interesting in the year and a half since discussions, how little progress has been made in thinking about the spacing implications and multiple vendors approaching the town for 5G services. She said it creates interesting questions going forward.

Ms. Fitzpatrick said the policy stipulates the Select Board may waive any provision. She said the question of multiple providers blanketing the Town with facilities with a short range is a very open question.

Ms. Cincotta told the Board FCC guidelines provide that if Needham's regulations prove to be too burdensome on the utility, the utility has the right to proceed.

4. Open Special Town Meeting Warrant

Ms. Fitzpatrick reviewed articles in the Special Town Meeting warrant and recommended the Board open the warrant for the October 4, 2020 Special Town Meeting. She said the warrant is scheduled to be closed on September 8, 2020.

Motion by Mr. Bulian that the Select Board vote to open the warrant for the October 4, 2020 Special Town Meeting.

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

5. Regulations for the Sale of Alcohol Beverages

Ms. Fitzpatrick recommended that the Select Board approve revisions to the Town's regulations for the sale of alcoholic beverages. She said the revision includes consequences and fines for violations of the policy. Mr. Handel thanked Ms. Cooley and Mr. Bulian for their work on the regulations.

Motion by Mr. Bulian that the Select Board vote to approve the revised Regulations for the Sale of Alcoholic Beverages effective August 18, 2020.

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

6. Town Manager Report

Ms. Fitzpatrick reported the Commonwealth is facing level 2 drought conditions and asked residents to be careful with firepits and mindful of water usage.

Ms. Fitzpatrick reported the Highland Corridor Project (corner of Highland Avenue at Webster Street to Route 9 in Newton) is finally starting and expected to reach completion in August 2023. Mr. Bulian said it is incumbent upon MassDOT to have a good, steady stream of communication with property and business owners.

Ms. Fitzpatrick reported the retirement of Detective Paul Droney after 37 years of service to the Town. The Board wished Detective Droney all the best in his retirement.

Ms. King was asked to update the Board on the status of the Park and Recreation summer programs. Ms. King said the Park and Rec has been able to extend the season by one week for programs (ending Friday August 21st) and pool (closing August 30th). She indicated high school and college students are starting later than anticipated and have agreed to finish the season. Ms. King reported all playgrounds are now open to the public and meet maintenance standards required by the Town. She thanked the staff of Park and Recreation and Parks and Forestry for their hard work.

Ms. Fitzpatrick reported the first "Dine Around Needham" dinner event is scheduled for Thursday, August 20, 2020. She named several restaurants participating in the event.

Ms. Fitzpatrick reminded the board that early voting begins on Saturday and Sunday, August 22 and 23 from noon to 5 p.m. at Town Hall, and all next week Monday - Thursday 9 a.m. to 5 p.m. and Friday 9 a.m. to noon. She said over 8,600 ballots have been sent to residents, and that people are very satisfied with the ability to vote by mail. Mr. Handel encouraged residents to return ballots to the red drop box outside Town Hall.

7:47 p.m. Board Discussion:

1. Town Manager Evaluation

Mr. Bulian said he compiled individual evaluations and reviewed some of the comments by the Select Board. He echoed the sentiment of Board members, saying Ms. Fitzpatrick has a “playbook” for all types of situations that may occur in Needham. Mr. Bulian said this year has been difficult, but Ms. Fitzpatrick has kept Needham moving forward, balancing the safety needs and practical needs to keep the government operating. Mr. Bulian said Ms. Fitzpatrick is a high performing Town Manager in every important aspect of her position.

The Board concurred with Mr. Bulian’s assessment and said they were very grateful for her hard work.

Ms. Fitzpatrick said it is an honor to work in Needham serving in the role as Town Manager.

Motion by Mr. Bulian that the Board vote to approve the Town Manager Consensus Evaluation Overview Document dated August 11, 2020.

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

2. Update of FY2020 - FY2021 Goals

The Board discussed the status of its FY2020 - FY2021 goals and began planning for FY2021-FY 2022 goals. Ms. Fitzpatrick asked the Board to consider its priorities for the upcoming fiscal year. She indicated the Unite Against Racism initiative will be included. In the short term, she said opening the Rosemary Pool Complex was a high priority. She said the next six weeks will be devoted to reopening schools.

3. Town Common Preservation

The Board discussed use of the Town Common and ways to ensure that the space remains an appropriate gathering place for the community.

Mr. Handel said the Town Common is a public space for the entire community. He said currently there is no regulation about what can be placed on the surface by private individuals or groups, suggesting it is important to develop a common understanding of what is appropriate on the Common and around Town Hall. Mr. Handel said he believes it prudent not to allow decoration on the Common without express approval from the Town. Mr. Handel referred to recent political statements, saying the sentiment did not necessarily reflect every perspective.

Mr. Borrelli concurred, saying people are constantly being bombarded by messages and that no matter what the message says or promotes, it should not be allowed. He said the Town is spending a lot of money renovating the Common and should not have chalking or graffiti diminishing its appearance.

Mr. Matthews suggested moving slowly on adopting a new policy, perhaps beginning on a case by case basis.

Ms. Cooley suggested reaching out to the people who did the chalking on the Common. She said while she is not opposed to chalking, she is supportive of a policy. However, she said chalking is a healthy form of expression, suggesting there may be places in town where chalking could be done.

Mr. Handel concurred, saying free expression is an important aspect of our community.

Mr. Bulian agreed with Ms. Cooley and Mr. Matthews. He suggested the tent currently on the Common become a seasonal amenity for people to gather and enjoy a take-out meal.

Mr. Handel agreed the Common is a place for the community to come together, and that the tent promotes gatherings.

Mr. Borrelli reiterated the historic block including the Common should be a place where people can go and not see messaging. He said discussion can occur in other places in Needham where messaging may be appropriate.

Mr. Handel concluded the Common is a place where all residents should feel comfortable. He said it is called a “Common” because it belongs to everyone.

4. Committee Reports

No Committee Reports were made.

8:07 p.m.

Adjourn:

Motion by Mr. Bulian that the Select Board vote to adjourn the Select Board meeting of Tuesday, August 18, 2020.

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=>

**Town of Needham
Select Board
Minutes for Friday, August 21, 2020
By Zoom Video Conference
<https://us02web.zoom.us/j/89093905788>**

8:30 a.m. Call to Order:

A meeting of the Select Board was convened by Chair Maurice P. Handel. Those participating were Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, and Town Manager Kate Fitzpatrick. Recording Secretary Mary Hunt recorded the meeting remotely.

Mr. Handel announced this open meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020 due to the current state of emergency from the outbreak of the COVID-19 virus. He noted all public gatherings have been suspended as advised and directed by the Commonwealth. And, as such, suspending the requirement of the open meeting law to have all meetings in a public, accessible, physical location while encouraging and allowing members of all public bodies to participate remotely. Mr. Handel stated the meeting will not include public comment and the Needham Select Board and all attendees are convening by Zoom, as posted on the Town's website identifying how the public may join. He said all supporting documents used at this meeting are available on the Town's website www.needhamma.gov.

8:30 a.m. Appointments and Consent Agenda:

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

APPOINTMENTS:

1. **Elizabeth Kaponya, Registrar of Voters (Republican) (term ends 6/30/2023)**

CONSENT AGENDA:

1. **The Board authorizes and confirms the Town Manager's action to execute the intermunicipal agreement between the Town of Needham and the Wellesley Municipal Light Plant for municipal street light system and parking lot lighting systems maintenance and repair services.**

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

8:31 a.m. Public Hearing: Eversource Energy Grant of Location - 12 Bancroft Street
Christine Cosby, Eversource Energy representative appeared before the Board requesting permission to install approximately 7 feet of conduit in Bancroft Street. This work is necessary to provide underground electric service to 12 Bancroft Street.

Ms. Fitzpatrick indicated all paperwork is in order. However, it was noted the work was completed prior to approval from the Select Board.

Mr. Handel invited public comment.

Joe White, builder said this is his first time building a house in Needham and that was unaware approval of the Grant of Location was necessary prior to doing any work. He apologized to the Board saying the error was unintended.

Mr. Matthews explained the reason for approval is to allow abutters time to weigh in on the project. He said it is important for neighbors to have a say in the work, before completed. Mr. Matthews suggested the Select Board review the permitting process to make sure builders and contractors are aware of the Grant of Location process, prior to installation.

Mr. Bulian said it is good practice for builders and contractors to reach out to neighbors prior to commencing work. He said there have been situations in the past where work was completed prior to approval that lead to unintended consequences that could have been resolved early in the process. He said he thought the building permit application clearly stated approval is required prior to starting work.

Ms. Fitzpatrick said she believes the process is clearly stated on the street occupancy permit.

Ms. Cooley said, presuming the builder pulls his own permit, the language should be noted on the permit. She also said perhaps particular focus should be on builders new to Needham, as that is a common thread.

Mr. Borrelli said ultimately it is the builder or developer who is responsible. He commented the paperwork might not be clear on the building permit, however the town has made an effort to have the language in other places so there is an alert. Mr. Borrelli said now that the process is on line, it may be easier to ask the builder “are you looking for underground service?” prompting other text or questions, while also including a fine schedule. He said there must be a resolution to the issue.

Mr. Handel asked whether Eversource Energy has any role in the issue?

Mr. Borrelli said he does not know if Eversource Energy has any responsibility.

Ms. Fitzpatrick said a list is kept, and the Board has discussed fines for second offenses.

Mr. Handel invited public comment.

Todd Skelton, homeowner spoke positively on behalf of the builder and thanked the Select Board for calling this special meeting.

Motion by Mr. Bulian that the Select Board vote to approve and sign a petition from Eversource Energy to install approximately 7 feet of conduit in Bancroft Street. This work is necessary to provide underground electric service to 12 Bancroft Street, Needham.

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

8:21 a.m.

Adjourn:

Motion by Mr. Bulian that the Select Board vote to adjourn the Select Board meeting of Friday, August 21, 2020.

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=>

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:	-\$412.20
Water Irrigation:	\$0.00
Water Admin Fees	\$0.00
Sewer Sales:	-\$1,189.32
Transfer Station Charges:	\$0.00
Total Abatement:	-\$1,601.52

Order #: 1295

Read and Approved:


Assistant Director of Public Works
9/1/2020

For the Select Board

9/8/20


Director of Public Works
9/2/20

Town of Needham
Water Sewer Billing System
Adjustment Form

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
JO	Council on Aging	(4)					\$0.00	-\$412.20	-\$1,189.32	-\$1,601.52	COA	N

Total: -\$1,601.52

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