

**Town of Needham
Select Board
Minutes for Tuesday, March 9, 2021
<https://us02web.zoom.us/j/83012497485>**

5:00 p.m. Executive Session: Exception 3 - Collective Bargaining and Exception 6 - Value of Real Property

A meeting of the Select Board was convened by Chair Maurice P. Handel. Those present were Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, John Bulian, and Town Manager Kate Fitzpatrick. Also attending were Dave Davison, ATM/Finance and Katie King ATM/Operations. Recording Secretary Mary Hunt joined the meeting at 6:00 p.m.

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

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

And

Exception 6 - To consider the purchase, exchange, lease, or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

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

6:00 p.m. Call to Order:
The public portion of the Select Board meeting of March 9, 2021 was convened by Chairman Maurice Handel.

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 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.

Motion by Mr. Bulian that this meeting be continued to the Select Board's next scheduled meeting on Tuesday, March 23, 2021, if a technical problem develops that makes it impossible for the Select Board to conduct the meeting in this format.

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

6:01 p.m.

Certificates of Appreciation:

Certificates of Appreciation were read by Mr. Handel and Mr. Borrelli for the following Needham businesses:

1. Needham Garden Center - Garrett Graham

Motion by Mr. Handel in recognition of 20 years of your ownership serving the residents of Needham. From the plants and gardening tools in your store, to the repair of lawn mowers and snow blowers in times of need, and for your willingness to step up during the current Covid-19 crisis, you enhance the Town and our citizens lives. We wish you many more years of success in Needham. Congratulations!

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

2. JC Timmerman, Inc. - John Timmerman

Motion by Mr. Borrelli in recognition of over 33 years serving the residents of Needham. Your commitment to service, your generosity in donating your time and labor for numerous volunteer organizations, and your ability to continue your hard work during the current COVID-19 crisis has enhanced the Town and our citizens lives. We wish you many more years of continued success in Needham. Congratulations!

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

6:02 p.m.

Public Hearing: Underground Flammables Storage - 40 Windsor Avenue
Mike St. Pierre, Kerivan-Lane and Dennis Condon, Fire Chief spoke with the Board regarding an application made by Kerivan-Lane for a license to install a 1,000 gallon underground LP-Gas tank on the property located at 40 Windsor Avenue, Needham.

Ms. Cincotta indicated all paperwork is in order.

Chief Condon said the fire department has approved the application.

Mr. Handel invited public comment.

Karen Langsner, 30 Windsor Road asked if the tank will be safe? She also noted the plot plan accompanying the notice she received in the mail does not show the location of the new tank on the property.

Mr. St. Pierre explained the safety protocols and state code for installing the tank.

Chief Condon said there are a number of gas tanks located on private property around Needham and the fire department inspects the tank prior to completion of the project.

Mr. St. Pierre said the builders have not decided where the tank will be placed, as it depends on the size to be used.

Khristy Thompson, 50 Windsor Road concurred with comments made by Ms. Langsner, adding she is concerned with placement of a tank and water run-off, noting there is a pool on the property in question.

Mr. Handel noted the issue, advising Mr. St. Pierre to inform abutters and the Select Board about questions raised by Ms. Thompson.

The Board agreed to defer making a decision until a completed plot plan is presented.

Motion by Mr. Bulian that the Select Board vote to continue Public Hearing: Underground Flammables Storage - 40 Windsor Avenue until March 23, 2021 and to correctly identify the address as 40 Windsor Road, Needham on the agenda fact sheet.

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

Ms. Cincotta told the Select Board the next application is a similar situation.

6:18 p.m. Public Hearing: Underground Flammables Storage - 16 Petrini Circle

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

Mr. Handel asked for a motion to continue the public hearing, indicating a decision will be made when a completed plot plan showing the location of the tank is presented.

Motion by Mr. Bulian that the Select Board vote to continue Public Hearing: Underground Flammables Storage - 16 Petrini Circle to March 23, 2021.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

6:20 p.m. Metrofire Mutual Aid Agreement:
Dennis Condon, Fire Chief discussed the Metrofire Mutual Aid program and asked the Board to approve and adopt the agreement for a term beginning November 1, 2021. He told the Board the current agreement was executed in 2001.

Motion by Mr. Bulian that the Board vote to approve the Metrofire Mutual Aid Agreement for Joint Fire, Rescue and/or Ambulance Service for the term beginning November 1, 2021, and to authorize the Town Manager to sign the agreement on behalf of the Board; and, further, to authorize the Needham Fire

Department, including any ambulance or other EMS component, to go to the aid of another city, town, fire district or area under federal jurisdiction in this commonwealth or any adjoining state in extinguishing fires therein, or rendering any other emergency aid or performing any detail as ordered by the head of the fire department, or the Joint Base Cape Cod fire district and while in the performance of their duties in extending such aid the members of the Needham Fire Department shall have the same immunities and privileges as if performing the same within Needham.

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

6:23 p.m. Appointment and Consent Agenda:
Motion by Mr. Bulian that the Select Board vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS

- 1. Katherine P. Jacques Board of Registrars (term expires 6/30/2024)**

CONSENT AGENDA *=Backup attached

- 1.* Approve revision to Contributory Insurance Rules to extend the Opt-Out Program until June 30, 2023 and update outdated language.**
- 2.* Approve the minutes of February 23, 2021 (Open Session)**
- 3.* Approve Water & Sewer Abatement #1304**
- 4. Accept the following donations made to the Needham Aging Services Donation Account: \$200 from Lee & Nancy Corbin; and \$25 from Patricia Wiggin.**

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

6:24 p.m. Consultation with Community Preservation Committee:
Peter Pingitore, Chair CPC and Carys Lustig, Interim Director of Public Works & CPC Liaison spoke with the Board regarding projects before the CPC for funding consideration this year.

Mr. Pingitore commented on the following nine applications and 1 item concerning CPC financing related to increasing the reserve fund amount for the Community Housing Reserve account: Emery Grover Renovation/Addition Project - Option #3 (Rotated), Preservation of Town of Needham Marriage Records, Town Common Historic Redesign and Beautification, Fisher Street Trailhead, Needham Rail Trail, Resurface Synthetic Track at DeFazio, McLeod Field Renovation, Professional Design Services - Trail Identification, Walker Pond Improvement, and Town Reservoir Sediment Removal.

Brief discussion ensued on Preservation of Town of Needham Marriage Records and McLeod Field Renovation.

Also discussed was an appropriation increase to the Community Housing Reserve account. Mr. Pingitore said the CPC is proposing the contribution set aside for

Community Housing Restricted Funds Reserve Account be increased from 11% to 22%. He said the decision would be made annually and is the result of historic analysis of projects funded by the CPC. He noted it has been determined that open space and recreation use has accounted for 59% of all appropriations, historic use has accounted for 37%, and community housing has accounted for 4%. Mr. Pingitore said it would be appropriate to increase the amount, noting the current reserve amount in the Community Housing Reserve account is \$2,500,000 and roughly \$350,000 is appropriated to the account. He said increasing the amount to 22% would equal a \$700,000 contribution. Mr. Pingitore commented a working group will present a PowerPoint presentation at a public hearing on March 17, 2021.

Mr. Davison noted Town Meeting cannot change the amount, only vote “up or down.” He commented on a state law requirement that at least 10% of funds be set aside for 3 statutory purposes (community housing, open space, and historic resources).

Mr. Borrelli commended the CPC for its aggressive move in their attempt to increase available funds for potential opportunities of affordable housing.

Ms. Cooley concurred with Mr. Borrelli, saying it is a smart move and a good investment in planning for the Town.

Mr. Matthews commented there may be some contention at Town Meeting, however the principal is to make the 20% commitment. Discussion ensued on the Needham Housing Authority and available federal funds. He said having the funds will allow for renovation, code compliance, and additional units on Housing Authority properties. Mr. Matthews commented on a meeting he attended in Newton where it was said “public housing is infrastructure.” He thanked Mr. Pingitore and the CPC for its work.

7:10 p.m. Town Manager:

Kate Fitzpatrick, Town Manager spoke with the Board regarding 2 items:

1. Appointment of Director of Public Works

Ms. Fitzpatrick briefly explained Ms. Lustig’s work experience with the Town over the last 15 years and said there is no better candidate for the Director of Public Works position. It was noted many employees including Rick Merson, former Director of Public Works, attended the Zoom meeting to wish Ms. Lustig the best as the new Director of Public Works. The Board congratulated Ms. Lustig and wished her the very best in her new position.

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

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

2. Close Special Town Meeting Warrant

Motion by Mr. Bulian that the Board vote to close the warrant for the May 1, 2021 Special Town Meeting, subject to minor technical corrections to be made by the Town Manager, Town Counsel and/or Bond Counsel.

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

Mr. Handel noted this is an unusual year in that the Special Town Meeting will precede the Annual Town Meeting on May 1, 2021 due to the pandemic.

Ms. Fitzpatrick told the Board Town Meeting members will receive communications on many items well in advance of the meeting on May 1, 2021.

7:23 p.m. Board Discussion:

1. NUARI Update

Ms. Cooley reported NUARI met last night discussing, in part, the Town's diversity, equity, and inclusion efforts through hiring managers. She said Rachel Glisper, Director of Human Resources and Alex McNeill, Assistant Superintendent/Human Resources attended the meeting to discuss their work for the Town and schools, and the partnership "Stronger Together." Ms. Cooley told the Board of a collaboration this summer with METCO, focusing on helping METCO students gain summer employment in Needham. She said the schools have hired 37 staff of color over the last couple years, noting it remains challenging as there has also been a loss of staff of color. She said the schools are trying to figure out how to retain staff at a time when other districts are also interested in the same staff. Ms. Cooley commented on posting time for positions available in the school system, saying the length of time has been extended to "cast a wider net." Ms. Cooley said discussion occurred regarding the question of "What would it be like to be a 'Portrait of a Needham Teacher' or 'Worker'?" She said work continued with Lisa Smith-McQueenie on the guiding principles and intentional practices, noting a completed draft of the practices has been developed, but not yet voted upon. She said a vote will take place on March 22, 2021, with a resolution to be brought to the Select Board and Town Meeting.

Mr. Handel thanked Ms. Cooley and Mr. Borrelli for their hard work.

2. Committee Reports

Ms. Cooley reported the committee on future school needs met last week, highlighting a conversation with demographer Jerry McKibben. Ms. Cooley commented on the reduced school enrollment this year of 221 students, predominantly in kindergarten and 1st grade. She said next year could be an unusual situation of larger numbers of students in kindergarten and small numbers of students in 1st grade, as a result of the pandemic. She said it will take a few years to get back to the 2019 school population figures. Discussion continued on school enrollment projections, real estate demand and lack of housing supply, and census figures for the Town.

7:35 p.m. Adjourn:

Motion by Mr. Bulian that the Select Board vote to adjourn the Select Board meeting of Tuesday, March 9, 2021.

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

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

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