

SELECT BOARD Meeting Agenda

6:00 p.m. February 22, 2022

POWERS HALL & ZOOM

REVISED

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 or click the link below to join the webinar:

<https://us02web.zoom.us/j/81694170090?pwd=SUltSXNubDJXaVNMVnV2ZFK2VtZz09> Passcode: 504308

Webinar ID: 816 9417 0090

Or One tap mobile : US: +13017158592,,81694170090#

	6:00	Public Comment Period Citizens are encouraged to inform the Office of the Town Manager in advance via email (OTM@needhamma.gov), telephone (781) 455-7500 extension 204, or in person by the end of the business day prior to the meeting of their intent to participate in the public comment period. The Chair will first recognize those who have communicated in advance their desire to speak for up to three minutes. If time allows, others wishing to speak will be recognized in an order determined by the Chair for up to three minutes. The Board’s policy on public participation in meetings can be found here .
1.	6:00	Public Hearing: Eversource Grant of Location: 34 Stratford Road Joanne Callender, Eversource Representative
2.	6:00	Public Hearing: Eversource Grant of Location: 71 Lindbergh Joanne Callender, Eversource Representative
3.	6:10	Public Hearing: Alteration of Premises for an All-Alcohol License in a Restaurant – Sol Soul Family Foods, LLC dba Hearth Pizzeria Ivan Millan Pulecio, Manager
4.	6:20	Public Hearing: Outdoor Dining License– Sol Soul Family Foods, LLC dba Hearth Pizzeria Ivan Millan Pulecio, Manager
5.	6:30	Town Communications Update Public Information Officer
6.	6:45	Town Manager - Housing Choice Designation - April Meeting Calendar - Initial American Rescue Plan Act Funding - Annual Town Meeting Warrant - Town Manager Report
7.	7:00	Board Discussion - Public Participation in Meetings Policy Review - Committee Reports
8.	7:10	Executive Session: Exceptions 3 (Collective Bargaining Police & Fire

		Unions) & 6 (Purchase of Real Property)
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APPOINTMENTS

1.	Adam Block	Transportation Planning and Review Committee Term Exp. 6/30/2022
2.	Rachel Bright	Climate Action Plan Committee Term Exp. 6/30/2024
3.	Paul Dellaripa	Climate Action Plan Committee Term Exp. 6/30/2024
4.	Stephen Frail	Climate Action Plan Committee Term Exp. 6/30/2024
5.	Joseph Higgins	Climate Action Plan Committee Term Exp. 6/30/2024
6.	Nicholas Hill	Climate Action Plan Committee Term Exp. 6/30/2024

CONSENT AGENDA *=Backup attached

1.*	Approve minutes of February 8, 2022 (open session)
2.*	RATIFY the Alcohol License Suspension and Waiver for New Garden Inc., d/b/a New Garden Restaurant
3.	Accept the following donations made to Youth & Family Services, Crisis Donation Fund from the 100 Women of Needham: \$100 Lynn Basilio, \$100 Marilyn Komessar, \$200 Alyssa Kence, \$250 Elizabeth Moore, \$150 Cathy Freedberg, \$100 Gail Guzelian, \$100 Cynthia Howes, \$100 Ellen Volpe, \$100 Suzanne Fiering Nissen, \$100 Karen Northrop Barzilay, \$100 Jillian Erdos, \$100 Carrie Dandy, \$100 Kim Marie Nicols, \$100 Abigail Jones Hays, \$100 Jennifer Edwards, \$100 Sindia Conroy.
4.	Accept the following donation made to Youth & Family Services: \$250 from the Forde Family for future programing.
5.	Accept the following donation made to the Health Departments, Domestic Violence Action Committee (DVAC): \$500 from the Needham Women's Club
6.*	Approve new date for Youth & Family Services "Needham Unplugged" no-meeting/no-homework night to be held on Friday, March 11, 2022
7.*	Approve a request from Stacey Mulroy race coordinator for the Needham 2 Arlington to hold a race in Needham. The event is scheduled for Saturday, April 9, 2022. The event and route have been approved by the following departments: Fire, Police, DPW, Park & Recreation.
8.*	Approve a request from Melissa Lassonde, Director of Special Events for the Needham Baseball & Softball Opening Day Parade to be held in Needham. The event is scheduled for Sunday, May 1, 2022. The event and route have been approved by the following departments: Fire, Police, DPW, Park & Recreation.
9.*	To approve Economic Development ARPA Grant awards contingent on any pending compliance with federal, state and local law and regulations.
10.*	Approve display of a new banner from The Revitalization Trust Fund to be displayed on Chapel Street.



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

MEETING DATE: 2/22/2022

Agenda Item	Public Hearing: Eversource Grant of Location: 34 Stratford Road
Presenter(s)	Joanne Callender, Eversource Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Eversource Energy requests permission to install approximately 15 feet of conduit in Windsor Road. This work is necessary to provide underground service to 34 Stratford Road, 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, that conduit must be placed at 24" below grade to the top of the conduit.	
2.	VOTE REQUIRED BY SELECT BOARD
Suggested Motion: That the Select Board approve and sign a petition from Eversource Energy to install approximately 15 feet of conduit in Windsor Road.	
3.	BACK UP INFORMATION ATTACHED
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: Kristin Scoble, Select Board Office
FROM: Judy Laffey, DPW Office
DATE:
RE:

For Select Board Meeting of
Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: FEBRUARY 10, 2022

REVIEWER: R.W.W.

SITE LOCATION: # 34 STRATFORD ROAD

UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

(A) Sidewalk/Grass Strip Crossing Only

Peer Review tar 2/11/22

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 4"

☐ Cables Transferred to New Pole N/A

☒ 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:

NO TRENCH VISIBLE, NO RISER ON POLE AS OF YET

(THE PETITION PORTION OF THE PAPERWORK IS
MISSING)

Okay to proceed with grant



180 Calvary Street
Waltham, Ma 02453

February 9, 2022

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: Windsor Road
Needham, MA
W.O.# 7234739

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 15 feet of conduit in Windsor Road.

The reason for this work is to provide electric service to 34 Stratford Road.

If you have any further questions, contact Joanne Callender at (781) 314-5054. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/wls
Attachments

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:

Windsor Road - Northwest from pole 418/2, approximately 160 feet east of Stratford Road, install approximately 15 feet of conduit.

W.O.# 7234739

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 **T. Thibault, dated January 14, 2022** 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 Select Board or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	Select Board
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 _____ 2022 at _____ in said Town.

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

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Select Board** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2022 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

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

To the **Select Board** 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 **T. Thibault, dated January 14, 2022**, and filed herewith, under the following public way or ways of said Town:

Windsor Road - Northwest from pole 418/2, approximately 160 feet east of Stratford Road, install approximately 15 feet of conduit.

W.O.# 7234739

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

By: *Richard M. Schifone*

Richard M. Schifone, Supervisor
Rights & Permits

Dated this ____ **th day of** _____

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2022

#34

#20

APPROX. PT.
OF PICKUP

CUSTOMER TO INSTALL
1 - 4" PVC PIPE
SCHEDULE 40, NO CONCRETE
SECTION - 1, FIGURE - 1

15'±

418/2

APPROX. 160' TO
STRATFORD RD

WINDSOR RD

#1

APPROX. R

0 20 40

SCALE IN FEET

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

NSTAR EVERSOURCE
ELECTRIC
d/b/a

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of WINDSOR ROAD

NEEDHAM

Showing PROPOSED CUSTOMER TO INSTALL

Proposed Structures: TL

Approved: T THIBAUT

P#

Scale 1"=20'

SHEET 1 of 1

Date JANURAY 14, 2022

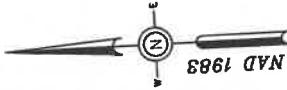
SECTION - 1

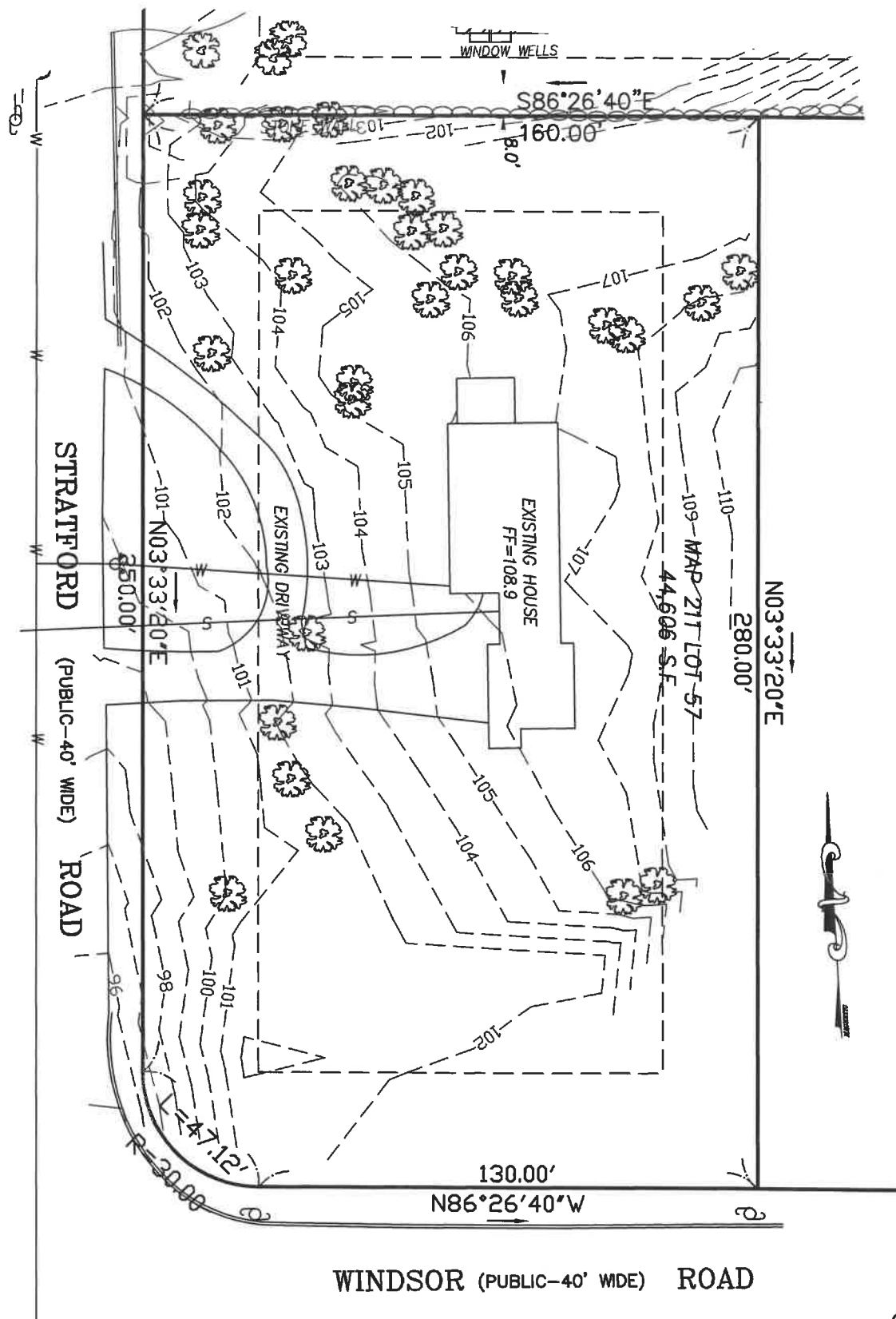
STREET SURFACE

APPROX. DEPTH
2'-4"

SECTION OF PROPOSED LINE
1-IRON PIPE OR
1-PVC CONDUIT (SCH.40)
OR 1-FIBRE DUCT

FIGURE - 1





Assessor's Map & Parcel No.

At No. 34 STRATFORD ROAD

Building Permit No.

Lot Area 44,606 S.F.

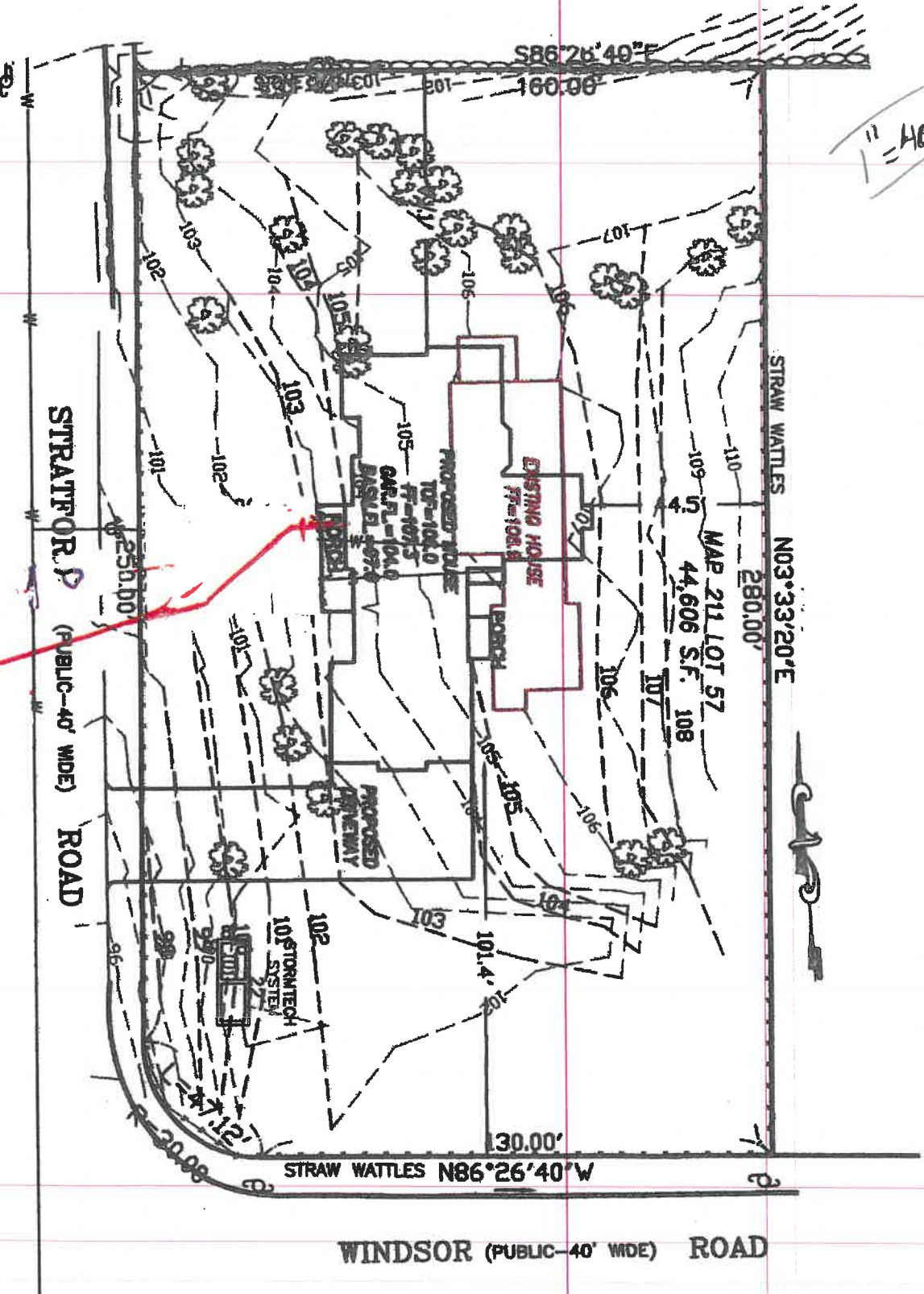
Zoning District SRA

Owner

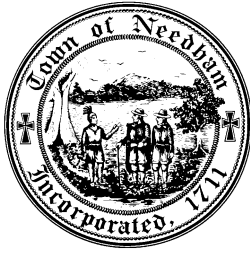
Builder

PROPOSED PLOT PLAN
40' Scale

NOTE: 50% THIS IS 1:60 SCALE







NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:00 p.m. on February 22, 2022**, upon petition of Eversource Energy dated **February 9, 2022** to install approximately 15 feet of conduit in Windsor Road. This work is necessary to provide underground electric service to **34 Stratford Road, Needham MA**.

A public hearing is required, and abutters should be notified.

If you have any questions regarding this petition, please contact Joanne Callender, Eversource Energy representative at (781) 314-5054.

Matthew D. Borrelli
Marianne B. Cooley
Marcus A. Nelson
Daniel P. Matthews
Kevin Keane

SELECT BOARD

You are invited to a Zoom webinar.

<https://us02web.zoom.us/j/81694170090?pwd=SUltSXNUbDJXaVNMVkJVnV2ZFk2VtZz09>

Passcode: 504308

Webinar ID: 816 9417 0090

Dated: February 11, 2022

34 STRATFORD ROAD

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/213.0-0057-0000.0	TROMBINI, EUGENE WAYNE &	TROMBINI, NANCY ELLEN	31 STRATFORD RD	NEEDHAM	MA	02492-
199/211.0-0046-0000.0	SAVIT, JEFFREY K. &	BARNET, LORI B	1 WINDSOR RD	NEEDHAM	MA	02492-
199/211.0-0056-0000.0	GILLEN, MAXINE Z		20 WINDSOR RD	NEEDHAM	MA	02492-
199/213.0-0058-0000.0	HENNESSEY, JAMES V &	HENNESSEY, KATHERINE	41 STRATFORD RD	NEEDHAM	MA	02492-
199/211.0-0058-0000.0	ROSEN, BENJAMIN D. &	ROSEN, ASHLEY B	20 STRATFORD RD	NEEDHAM	MA	02492-
199/211.0-0057-0000.0	ASHENFELTER, A. THOMPSON &	ASHENFELTER, SUSAN S	34 STRATFORD RD	NEEDHAM	MA	02492-
199/213.0-0059-0000.0	SYLVESTER, WARREN C.+	SYLVESTER, JANICE C	53 STRATFORD RD	NEEDHAM	MA	02492-
199/213.0-0056-0000.0	DEMPSEY, GREGORY J. &	DEMPSEY, NICOLA D	19 STRATFORD RD	NEEDHAM	MA	02492-

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.....



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

MEETING DATE: 2/22/2022

Agenda Item	Public Hearing: Eversource Grant of Location: 71 Lindbergh Avenue
Presenter(s)	Joanne Callender, Eversource Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Eversource Energy requests permission to install approximately 66 feet of conduit in Lindbergh Avenue. This work is necessary to provide underground service to 71 Lindbergh Avenue, 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, that conduit must be placed at 24" below grade to the top of the conduit.	
2.	VOTE REQUIRED BY SELECT BOARD
Suggested Motion: That the Select Board approve and sign a petition from Eversource Energy to install approximately 66 feet of conduit in Lindbergh Avenue.	
3.	BACK UP INFORMATION ATTACHED
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: Kristin Scoble, Select Board Office
FROM: Judy Laffey, DPW Office
DATE:
RE:

For Select Board Meeting of

Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: FEBRUARY 10, 2022

REVIEWER:

R. W. W.

SITE LOCATION: #71 LINDBERGH AVENUE

UTILITY REQUESTING:

EVERSOURCE

Conduit Work Area Description

A Sidewalk/Grass Strip Crossing Only

Peer Review _____

☒ B Work Within Paved Road Perpendicular Crossing

Peer Review tar 2/11/22

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 N/A

☒ 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:

NO TRENCH VISIBLE ACROSS ROAD, NO RISER ON POLE

AS OF YET.

Okay to proceed with grant. tar

February 9, 2022

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: Lindbergh Avenue
Needham, MA
W.O.# 6881406

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 66 feet of conduit in Lindbergh Avenue.

The reason for this work is to provide electric service to 71 Lindbergh Avenue.

If you have any further questions, contact Joanne Callender at (781) 314-5054. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/wls
Attachments

**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:

Lindbergh Avenue - Northeast from pole 111/20, approximately 100 feet southwest of Dartmouth Avenue, install approximately 66 feet of conduit.

W.O.# 6881406

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 **T. Thibault, dated February 7, 2022** 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 Select Board or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	Select Board
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 _____ 2022 at _____ in said Town.

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

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Select Board** of the Town of **NEEDHAM**, Masssachusetts, duly adopted on the _____ day of _____, 2022 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

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

To the **Select Board** 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 **T. Thibault, dated February 7, 2022**, and filed herewith, under the following public way or ways of said Town:

Lindbergh Avenue - Northeast from pole 111/20, approximately 100 feet southwest of Dartmouth Avenue, install approximately 66 feet of conduit.

W.O.# 6881406

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

By: *Richard M. Schifone*

Richard M. Schifone, Supervisor
Rights & Permits

Dated this____**th day of** _____

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2022

APPROX. PT.
OF PICKUP

LL#

#1

#67

LINDBERGH AVE

10" DRAIN

2" GAS

3" GAS

⑤

8" SEWER

8" WATER

DWAY

DRAIN

**INSTALL 1 - 3" PVC PIPE
SCHEDULE 40
NO CONCRETE**

#70

#76

SECTION - 1

STREET
SURFACE

APPROX. DEPTH

2'-5"

SECTION OF PROPOSED LINE

1 IRON PIPE OR

FIGURE - 1



SCALE IN FEET

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 NISTAR ELECTRIC COMPANY, NISTAR GAS COMPANY NOR ITS PRESENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS COLLECTIVELY, THE "NISTAR ENTITIES" SHALL BE LIABLE FOR ANY LOSS OR INJURY OF THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NISTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

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MASS | LAW

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

C# 30-22

Page/WI

Work Order # 6881406

Surveyed by: SJ/

Research by: J.C.

Plotted by: TL

Proposed Structures: TI

Approved: T THIRAIL

10

NSTAR EVERSOURCE

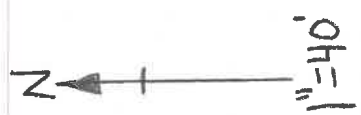
445E MASSACHUSETTS AVE. BOSTON MASS 02108

Plan of LINDBERGH AVE. NEEDHAM

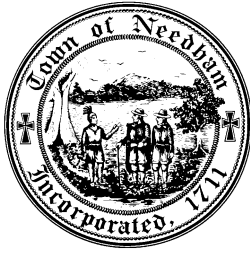
Showing	PROPOSED CONDUIT LOCATION
---------	---------------------------

Scale	1 st -20 th	Date	ECOB/IAAPV 07 2022
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SHEET







NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:00 p.m. on February 22, 2022**, upon petition of Eversource Energy dated **February 9, 2022** to install approximately 66 feet of conduit in Lindbergh Avenue. This work is necessary to provide underground electric service to **71 Lindbergh Avenue, Needham MA.**

A public hearing is required, and abutters should be notified.

If you have any questions regarding this petition, please contact Joanne Callender, Eversource Energy representative at (781) 314-5054.

Matthew D. Borrelli
Marianne B. Cooley
Marcus A. Nelson
Daniel P. Matthews
Kevin Keane

SELECT BOARD

You are invited to a Zoom webinar.

<https://us02web.zoom.us/j/81694170090?pwd=SUltSXNUbDJXaVNMVkJVnV2ZFK2VtZz09>

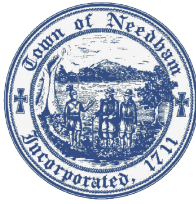
Passcode: 504308

Webinar ID: 816 9417 0090

Dated: February 11, 2022

71 LINDBERGH AVENUE

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/056.0-0034-0000.0	ROSOWSKY, ANDRE &	ROSOWSKY, ERLENE L	76 LINDBERGH AVE	NEEDHAM	MA	02492-
199/060.0-0002-0000.0	VALENTINO, ERIC J. &	VALENTINO, SHARI H	77 LINDBERGH AVE	NEEDHAM	MA	02494-
199/060.0-0003-0000.0	MORTIMER, STEPHEN C. &	MORTIMER, KATHRYN A	58 DUNSTER RD	NEEDHAM HTS	MA	02494-
199/056.0-0035-0000.0	MOLINSKY, MARC A. TR. &	MOLINSKY, SANDRA LIS ELUM TR	84 LINDBERGH AVE	NEEDHAM HTS	MA	02494-
199/060.0-0019-0000.0	DEFAZIO, CHRISTOPHER &	EDSALL, SHERYL	67 DARTMOUTH AVE	NEEDHAM HTS	MA	02494-
199/060.0-0017-0000.0	PIERCE, ROBERT R. &	PIERCE, CATHERINE J	59 DARTMOUTH AVE	NEEDHAM HTS	MA	02494-
199/056.0-0033-0000.0	SPIEGEL, MIRA TAMIR &	SPIEGEL, ROBERT	70 LINDBERGH AVE	NEEDHAM HTS	MA	02494-
199/056.0-0032-0000.0	STALEY, JAMES G., JR &	STALEY, ROBIN D	64 LINDBERGH AVE	NEEDHAM HTS	MA	02494-
199/060.0-0018-0000.0	MATTEODO, DAVID J. &	MATTEODO, DONNA O	242 GREENDALE AVE	NEEDHAM HTS	MA	02494-

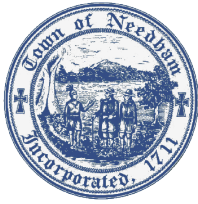


**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 02/22/2022

Agenda Item	Public Hearing – Alteration of Premises for an All-Alcohol License in a Restaurant – Sol Soul Family Foods, LLC dba Hearth Pizzeria
Presenter(s)	Ivan Millan Pulecio, Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Sol Soul Family Foods, LLC dba Hearth Pizzeria, located at 974 Great Plain Avenue, currently holds an All-Alcohol liquor license. The current licensed premises is: 2800 square feet with two means of egress in the front and rear of a single story building, with seating for 64 patrons, kitchen, take out area, food prep, office, & restroom located on first floor. The applicant has submitted an amendment to expand the licensed premises to include: a 650 square foot patio area with one means of egress and seating for 33 patrons and staff with a server station. The applicant has used the patio area since 2020 in the proposed arrangement in accordance with state emergency orders and local rules in the context of the COVID-19 pandemic. The applicant's Special Permit amendment for use of the patio for outdoor dining has been submitted and approved by the Planning Board and is currently in the appeals period. The applicant has also applied to the Select Board for an Outdoor Dining License since the patio, while on private property, is on an easement upon which the Town has rights to public parking. A legal notice was advertised in the Hometown Weekly on February 17, 2022 and abutters were notified. All supporting documentation appears to be in order.	
2.	VOTE REQUIRED BY SELECT BOARD
Suggested Motion: That the Board vote to approve the Amendment for Alteration of Premises application received from Sol Soul Family Foods LLC d/b/a Hearth Pizzeria, contingent upon final approval of special permit from the Planning Board and Outdoor Dining License from the Select Board, and (if so approved), vote to forward the Amendment application to the ABCC for review and final approval.	



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

3.	BACK UP INFORMATION ATTACHED
a. Amendment Application b. Floorplans c. Corporate Vote d. Legal Notice e. Abutter Listing	



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

AMENDMENT-Change or Alteration of Premises Information

☐ **Change of Location**

- Payment Receipt
- Monetary Transmittal Form
- Chg of Location/Alteration of Premises Application
- Financial Statement
- Vote of the Entity
- Supporting financial records
- Legal Right to Occupy
- Floor Plan
- Abutter's Notification
- Advertisement

☒ **Alteration of Premises**

- Payment Receipt
- Monetary Transmittal Form
- Chg of Location/Alteration of Premises Application
- Financial Statement
- Vote of the Entity
- Supporting financial records
- Legal Right to Occupy
- Floor Plan
- Abutter's Notification
- Advertisement

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
SOL SOUL FAMILY FOODS LLC	NEEDHAM	00022-RS-0770

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary. **WE**

ARE APPLYING TO EXPAND RESTAURANT TO INCLUDE OUTDOOR DINING IN ACCORDANCE WITH AMENDED ZONING BYLAW

APPLICATION CONTACT

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

Name	Title	Email	Phone
IVAN MILLAN PULECIO	MANAGER		

2. ALTERATION OF PREMISES

2A. DESCRIPTION OF ALTERATIONS

Please summarize the details of the alterations and highlight any specific changes from the last-approved premises.

NO CHANGES TO EXISTING APPROVED PREMISES, ADDING PATIO AREA IN THE BACK OF RESTAURANT FOR PATIO DINING.

2B. PROPOSED DESCRIPTION OF PREMISES

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

2800 sq.ft. WITH TWO MEANS OF EGRESS IN FRONT & REAR OF SINGLE STORY BUILDING. SEATING FOR 64 PATRONS & KITCHEN, TAKE OUT AREA, FOOD PREP OFFICE & RESTROOMS LOCATED ON FIRST FLOOR. 650 sq.ft. PATIO WITH ONE ADDITIONAL MEANS OF EGRESS & SEATING FOR 33 PATRONS & STAFF WITH A SERVER STATION.

Total Sq. Footage	3,450	Seating Capacity	97	Occupancy Number	97
Number of Entrances	3	Number of Exits	3	Number of Floors	1

AMENDMENT-Change or Alteration of Premises Information

3. CHANGE OF LOCATION

3A. PREMISES LOCATION

Last-Approved Street Address

Proposed Street Address

3B. DESCRIPTION OF PREMISES

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

Total Sq. Footage

Seating Capacity

Occupancy Number

Number of Entrances

Number of Exits

Number of Floors

3C. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises. (E.g. Deed, lease, letter of intent)

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

Lease

Landlord Name

SIMON II ASSOCIATES LLC

Landlord Phone

Landlord Email

Landlord Address

10 NEWBURY ST, BOSTON MA 02116

Lease Beginning Date

2/1/2015

Rent per Month

9,200.67

Lease Ending Date

2/1/2026

Rent per Year

110,408.07

Will the Landlord receive revenue based on percentage of alcohol sales?

☐ Yes ☒ No

4. FINANCIAL DISCLOSURE

Associated Cost(s): (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):

Associated Cost(s):

ALL PROPOSED ALTERATIONS ACCOMPLISHED
DURING THE TIME OF THE GOVERNORS PANDEMIC
EMERGENCY ORDER. NO ASSOCIATED COSTS
REQUIRED.

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial Institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Total:	

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No

APPLICANT'S STATEMENT

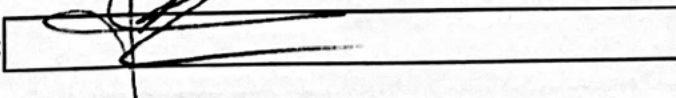
I, IVAN MILLAN PULECIO the: ☐ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP manager
Authorized Signatory
of SOL SOUL FAMILY FOODS LLC
Name of the Entity/Corporation

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.

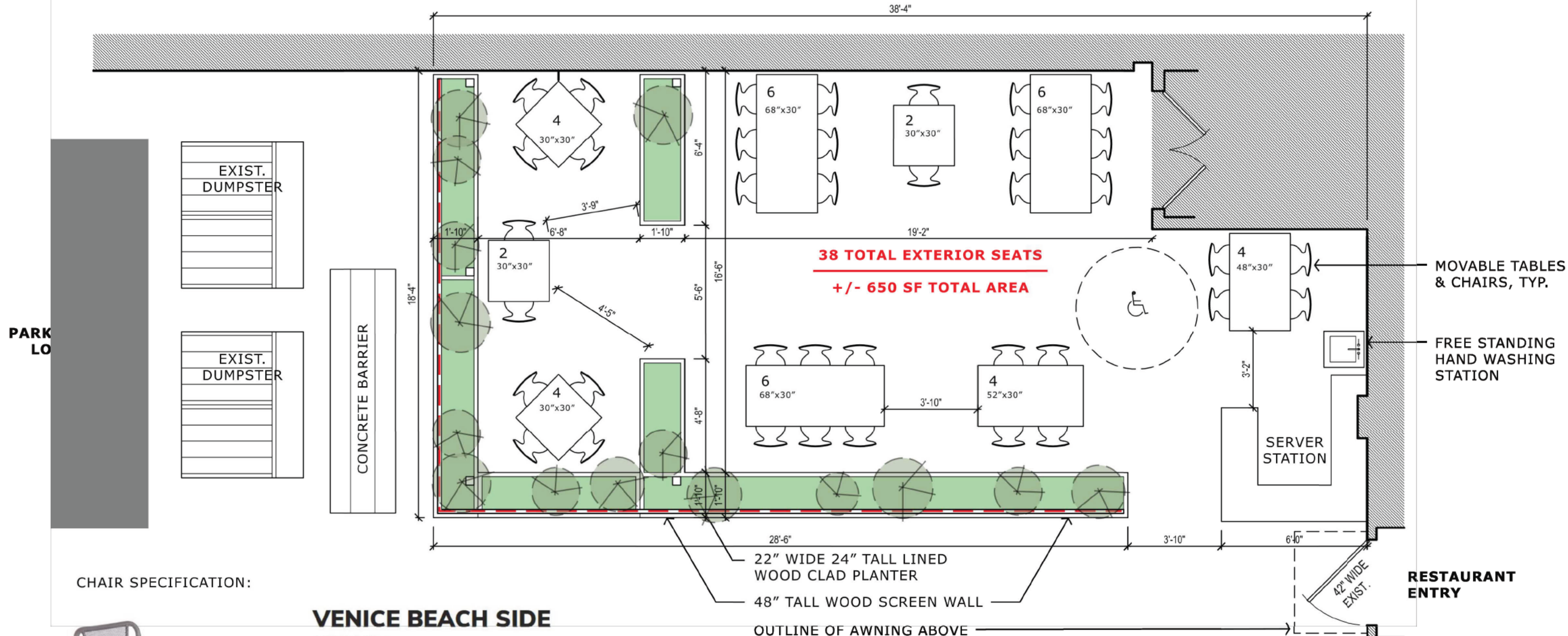
Signature:



Date: 2/11/2022

Title:

MANAGER



CHAIR SPECIFICATION:

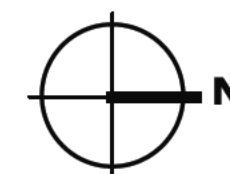
VENICE BEACH SIDE CHAIR

PRODUCT INFO

Specs

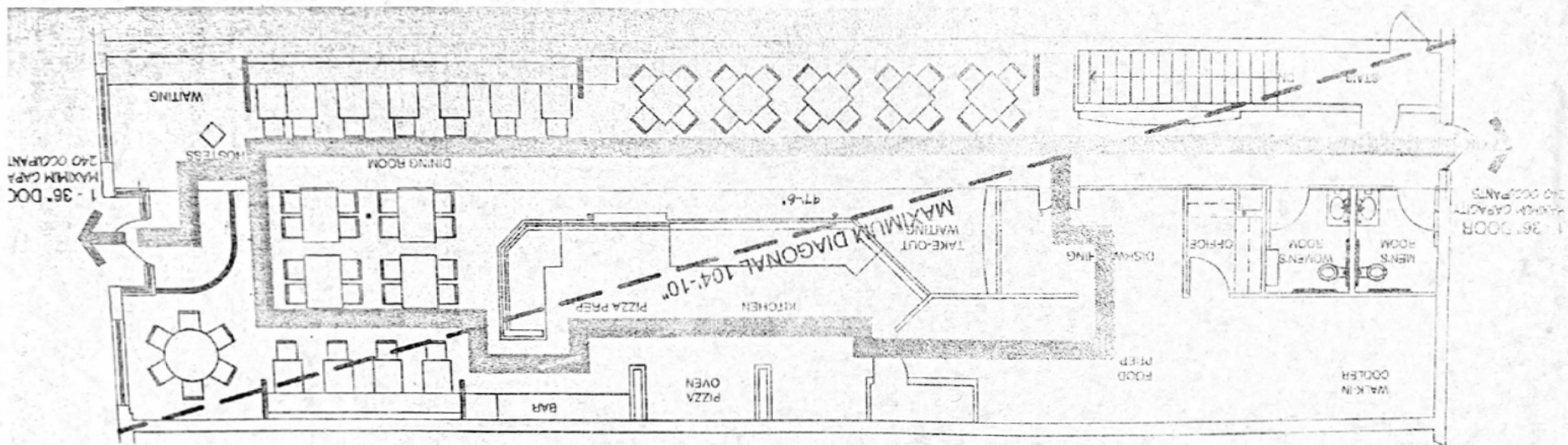
Modern European design
Finishes | Grenadine, Titanium Silver powder coat
Stackable
Matching | Table

DV455GE – Grenadine – Venice Beach – Stackable Side Chair
DV455TS – Titanium Silver – Venice Beach – Stackable Side Chair
Overall Width: 16.5"
Overall Depth: 20"
Overall Height: 33.25"
Seat Width: 16"
Seat Depth: 15.5"
Seat Height: 18"
Weight: 10 lbs



SCALE : 1/4" = 1'-0"
08 FEBRUARY 2021

PREVIOUSLY APPROVED INTERIOR SPACE
NO CHANGES TO EXISTING



ENTITY VOTE

The Board of Directors or LLC Managers of

SOL SOUL FAMILY FOODS LLC

Entity Name

duly voted to apply to the Licensing Authority of

NEEDHAM

and the

City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

2/11/2022

Date of Meeting

For the following transactions (Check all that apply):

☒ Alteration of Licensed Premises

☐ Change of Location

☐ Other

"VOTED: To authorize

IVAN MILLAN PULECIO

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."

A true copy attest,

Corporate Officer/LLC Manager Signature

Ivan Millan Pulecio,

(Print Name)

For Corporations ONLY

A true copy attest,

Corporation Clerk's Signature

(Print Name)

LEGAL NOTICE



TOWN OF NEEDHAM

Application for Alteration of Premises for an All-Alcohol License

Notice is hereby given pursuant to Massachusetts General Laws, Chapter 138, that Sol Soul Family Foods LLC d/b/a Hearth Pizzeria, Ivan Millan-Pulecio Manager, has applied for an alteration of licensed premises of the following kind: to expand licensed premises to include a rear patio for Outdoor Seating as allowed by Town of Needham Zoning By-Law, Section 6.9. Exterior will be enclosed by a planter wall and trees and has 10 tables and 32 seats as well as a server station in the rear of the establishment, located at 974 Great Plain Avenue.

IT IS ORDERED that a public hearing be held for said application on February 22, 2022 at 6:10 p.m. The Select Board invites all residents and interested parties to provide input at this meeting that will be held in person, Powers Hall, Town Hall and via Zoom.

Select Board Licensing Board for the Town of Needham

Zoom Information:

<https://us02web.zoom.us/j/81694170090?pwd=SUltSXNubDJXaVNMVkvNlV2ZFk2VtZz09>

Passcode: 504308 Webinar ID: 816 9417 0090

(12-17-22 HTW)

ALPHI LLC
596 CENTRAL AVE
NEEDHAM, MA 02492-

TOMMASINO, ROBERT C, TR
907 MASSACHUSETTS AVE
CAMBRIDGE, MA 02139-

COX, GILBERT W. JR. TR
COX REALTY TRUST
60 DEDHAM AVE
NEEDHAM, MA 02492-

BRIGGS, GRAHAM R. + JANE C., TRS
45 HOOVER RD
NEEDHAM, MA 02494-

EVANS, JAMES R. & STECKLOFF, JILLIAN
73 DEDHAM AVE
NEEDHAM, MA 02492-

BROMLEY-NEEDHAM LLC
57 DEDHAM AVE
NEEDHAM, MA 02492-

FIRST PARISH IN NEEDHAM -
UNITARIAN
23 DEDHAM AVE
NEEDHAM, MA 02492-

1478 HIGHLAND AVENUE CO., LLC
REAL ESTATE TAX DEPARTMENT
PO BOX 1159
DEERFIELD, IL 60015-

GREYMONT, ALFRED W. TR
ALFRED W. GREYMONT REVOCABLE
TRUST
PO BOX 149
TUFTONBORO, NH 03816-

SIMON II ASSOCIATES LIMITED
PARTNERSHIP
10 NEWBURY ST
BOSTON, MA 02116-

SIMON II ASSOCIATES LLC
10 NEWBURY ST
BOSTON, MA 02116-

KAPOOR, SORABH TR
GREAT REALTY TRUST
990 GREAT PLAIN AVE
NEEDHAM, MA 02492-

FIRST OF MANY, LLC
P.O. BOX 281
NATICK, MA 01760-

KATZ, JEFFREY A. & GARY M.,
TRUSTEES,
AJ REALTY TRUST
1004 GREAT PLAIN AVE
NEEDHAM, MA 02492-

KATZ, JEFFREY A. & GARY M., TRUSTEES
AJ REALTY TRUST
1004 GREAT PLAIN AVE
NEEDHAM, MA 02492-

SULLIVAN, JAMES M, TRUSTEE
PO BOX 850918
BRAINTREE, MA 02184-0918

SDS NOMINEE TRUST
DOUGLAS SALAMONE
2 AVA
MILLIS, MA 02054-

PERRON, DEAN R TR
C/O DAVID R COX ESQ
60 DEDHAM AVE
NEEDHAM, MA 02492-

PERRON, STEPHEN D
36 WHITTEMORE AVE
NEWTON, MA 02458-

BERGER, BRUCE & BORNSTEIN, GLENN
SMOKEY RE TRUST
1034 GREAT PLAIN AVE
NEEDHAM, MA 02492-

GRAHAM, MARCIA A
205 SOUTH ST
MEDFIELD, MA 02052-

BRETT, LLC
2 PINE TREE DR
BUZZARDS BAY, MA 02532

PESIRIDIS, NICHOLAS, TRS
ROMA REALTY TRUST
1732 LIBERTY ST
BRAINTREE, MA 02184-

GRAHAM, MARCIA A
205 SOUTH ST
MEDFIELD, MA 02052-

HEFFERNAN, MICHAEL A. &
HEFFERNAN, ELIZABETH A., TRS
18 GANNETT RD
NATICK, MA 01760-

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

MAURER, ALFRED L.& SFORZA,JOHN
TRS
1340 SOLDIERS FIELD RD
BRIGHTON, MA 02135-

MAURER, ALFRED L &
SFORZA,JOHN,TRS
1340 SOLDIERS FIELD RD
BRIGHTON, MA 02135-

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

S-BNK NEEDHAM CENTRE, LLC
961 GREAT PLAIN AVE
NEEDHAM, MA 02492-

SULLIVAN, JAMES M, TRUSTEE
PO BOX 850918
BRAINTREE, MA 02184-0918

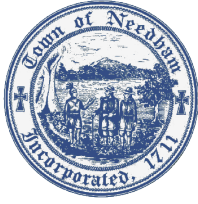
EIP PICKERING STREET LLC
PO BOX 1083
HICKSVILLE, NY 11802-1083

SULLIVAN, JAMES M, TRUSTEE
P. O. BOX 850918
BRAINTREE, MA 02184-0918

LEVLEE, LLC
PO BOX 920595
NEEDHAM, MA 02492-

50 DEDHAM AVE LLC
93 FISHER AVE
BROOKLINE, MA 02445-

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

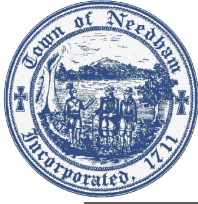


**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 02/22/2022

Agenda Item	Public Hearing: Outdoor Dining License– Sol Soul Family Foods, LLC dba Hearth Pizzeria
Presenter(s)	Ivan Millan Pulecio, Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Sol Soul Family Foods, LLC dba Hearth Pizzeria, located at 974 Great Plain Avenue, is seeking to establish an outdoor dining space on its rear patio. While the patio is on private property, it lies on an easement upon which the Town has rights to public parking. The applicant has used the patio area since 2020 in the proposed arrangement in accordance with state emergency orders and local rules in the context of the COVID-19 pandemic. The applicant is requesting year-round use of the space. The Select Board is authorized to grant outdoor seating earlier than April 1st and later than November 30th after consideration is given to snow removal, construction, or other needs of the Town. The applicant's Special Permit amendment for use of the patio for outdoor dining has been submitted and approved by the Planning Board for year-round use and is currently in the appeals period. Abutters were notified via Planning Board proceedings. The applicant has also applied to the Select Board for an Alteration of Premises for their liquor license. All supporting documentation appears to be in order.	



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

2.	VOTE REQUIRED BY SELECT BOARD
-----------	--------------------------------------

Suggested Motion: That the Board vote to approve an Outdoor Dining license for Sol Soul Family Foods LLC d/b/a Hearth Pizzeria, contingent upon final approval of special permit from the Planning Board; or

That the Board vote to approve an Outdoor Dining license for Sol Soul Family Foods LLC d/b/a Hearth Pizzeria, modified to allow for outdoor dining from 1 January 2022 to 31 December 2022, contingent upon final approval of special permit from the Planning Board.

3.	BACK UP INFORMATION ATTACHED
-----------	-------------------------------------

- a. Outdoor Dining Application
- b. Floorplan and Photographs
- c. Select Board Policy
- d. Zoning By-law



2022 JAN -4 AM 9:11

**TOWN of NEEDHAM
MASSACHUSETTS
APPLICATION FOR OUTDOOR SEATING
UNDER SECTION 6.9 OF THE ZONING BY-LAW**

LOCATION:
Property Address: 974 GREAT PLAIN AVE NEEDHAM, MA, 02492
Name of Establishment: HEARTH PIZZERIA

APPLICANT:
Name (must be business owner, manager, or lessee): IVAN MILLAN POLECIO
Address: 974 GREAT PLAIN AVE NEEDHAM, MA, 02492

Telephone Number: 508-202-8762
Email Address: Ivan@hearthpizzeria.com

Do you own or rent property?

PROPERTY OWNER:

Complete this section if applicant is not the property owner

Name (must be owner): Copley Investments
Address: 10 Newbury St, Boston, MA, 02116

Telephone Number: 617-267-6828
Email Address: Joy@Copley-investments.com

APPLICATION REQUEST:

Are you requesting to have outdoor dining on PRIVATE parking spaces? Yes ☒ No ☐

If yes, how many private parking spaces? HEARTH WILL NOT TAKE ANY SPACES. IT IS A PATIO ALREADY.

Are you requesting to have outdoor dining on PUBLIC parking spaces (on-street or in a public parking lot)? Yes ☐ No ☒

If yes, how many public parking spaces do you intend to use in each category? Note: there is a maximum of 3 parking spaces allowed per applicant.

 # on-street public parking spots. Please note, required concrete barriers will take up 1 parking spot and should be added to the total number of spots you are applying to use.

 # of off-street public parking spots (in a public parking lot)

Are any of the spaces you are requesting to use designated for handicap parking?
Are you requesting to have outdoor dining on a sidewalk?

SEATING: FACILITIES/EQUIPMENT:

Total number of seats approved under existing Special Permit 32-38
Total number of seats existing inside 50 (may be same as above or fewer)
Number of restrooms provided 3
Total number of seats proposed outside 34 Size of Grease Trap _____
Number of chairs 34 Air Curtains (if opening is off kitchen) —
Number of tables 9 Screens (if opening is off kitchen) _____
Outdoor Seating Area dimensions _____

Type of Barrier or Enclosure to Define Seating Area

(mandatory if alcohol is proposed to be served):

WE HAVE A SURROUNDING PLANTER WITH TREES, OUTRAVE AND FENCE

DATES AND HOURS OF OPERATION

The standard outdoor dining season in the Town of Needham is April 1 - November 30. The Town will consider applications that extend beyond that timeframe on an individual basis.

WE WOULD LIKE TO HAVE IT OPEN YR. ROUND WEATHER PERMITTING.
Are you requesting to serve food & beverage outdoors earlier than April 1 or later than November 30? (Yes) no

If yes, what are your proposed opening and closing dates?

IT WOULD BE WEATHER PERMITTING SINCE WE ARE NOT OF TAKING PARKING SPOTS.
What days of the week and hours do you plan to serve food & beverage outdoors?

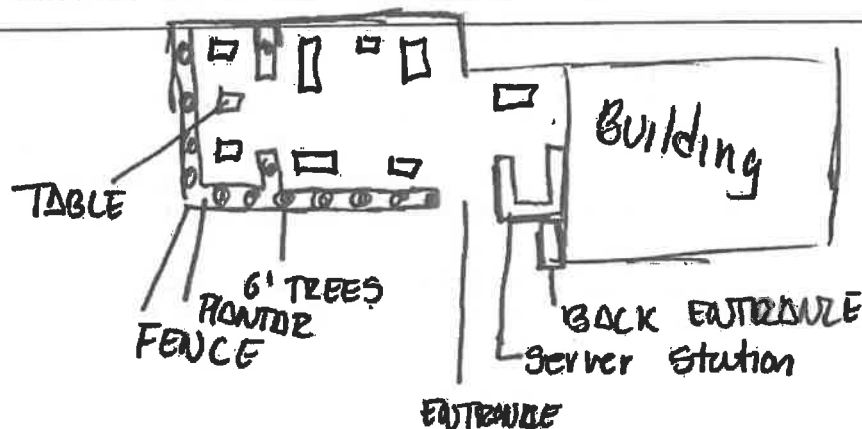
THE M - SUNDAY.

BRIEF DESCRIPTION OF:

Seating Arrangement, Type of Furniture, Type of Barrier or Enclosure to Define Seating Area (mandatory if alcohol is proposed to be served), Ingress/Egress from the Inside to the Outside, Location of Outdoor Exit Area in the case of an emergency, Written Description of Colors and Materials Used

HEATH'S PATIO IS LOCATED IN THE BACK OF 974 GREAT PLAIN AVE.
WE WILL NOT TAKE ANY PARKING SPOTS AS IT WAS AN UN USED AREA.

IT IS ENCLOSED BY A PLANTER WALL WITH TREES AROUND AND HAS 10 TABLES AND 32 SEAT AS WELL AS A SERVER STATION.



ALCOHOL SERVICE

NO
☒ YES

If you are seeking permission to serve alcohol outside (i.e., to extend your existing license to a patio or other outdoor seating areas), you must get approval from the Select Board by filing an Alteration of Licensed Premises, which is available on the Alcoholic Beverages Control Commission (ABCC) website at <https://www.mass.gov/how-to/amend-your-alcoholic-beverages-retail-license-alteration-of-premises-or-location-change-abcc>.

Please select one. Expansion area must be either:

1. Contiguous to the licensee's premise with a clear view of the area from inside the premises; or
2. The Licensee may commit to providing management personnel dedicated to the area.

FEES AND TERM

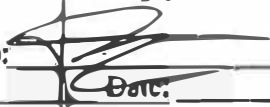
Outdoor seating licenses are issued for a term of one year, unless stated otherwise, and can be renewed annually. The annual application fee is \$25, which will be credited toward the annual licensing fee if the application is approved

For outdoor dining approved on public property, there is an annual licensing fee for the sole use of public space for outdoor dining at the rate of \$250 per public parking space and \$100 for the use of the sidewalk. If an applicant is approved for the use of public parking space(s) and the sidewalk, the \$100 sidewalk licensing fee will be waived.

CERTIFICATION

I/we the undersigned certify that I am the owner of record of the named property or that the owner of record authorizes the proposed work and that the above information which I/we provided is correct.

I/we have read and fully understand the procedures as established by the Town of Needham and further understand that failure to comply with said procedures may result in revocation of this permit.

Signature of Applicant(s):  Date: 12/1/2021

THIS SECTION BELOW IS FOR OFFICIAL USE ONLY

Major Project Site Plan Review Special Permit (Planning Board) yes ☒ no ☐

Zoning Board of Appeals Special Permit yes ☐ no ☐ N/A

Select Board Licensing Approval ☐ Exp 2/15/23

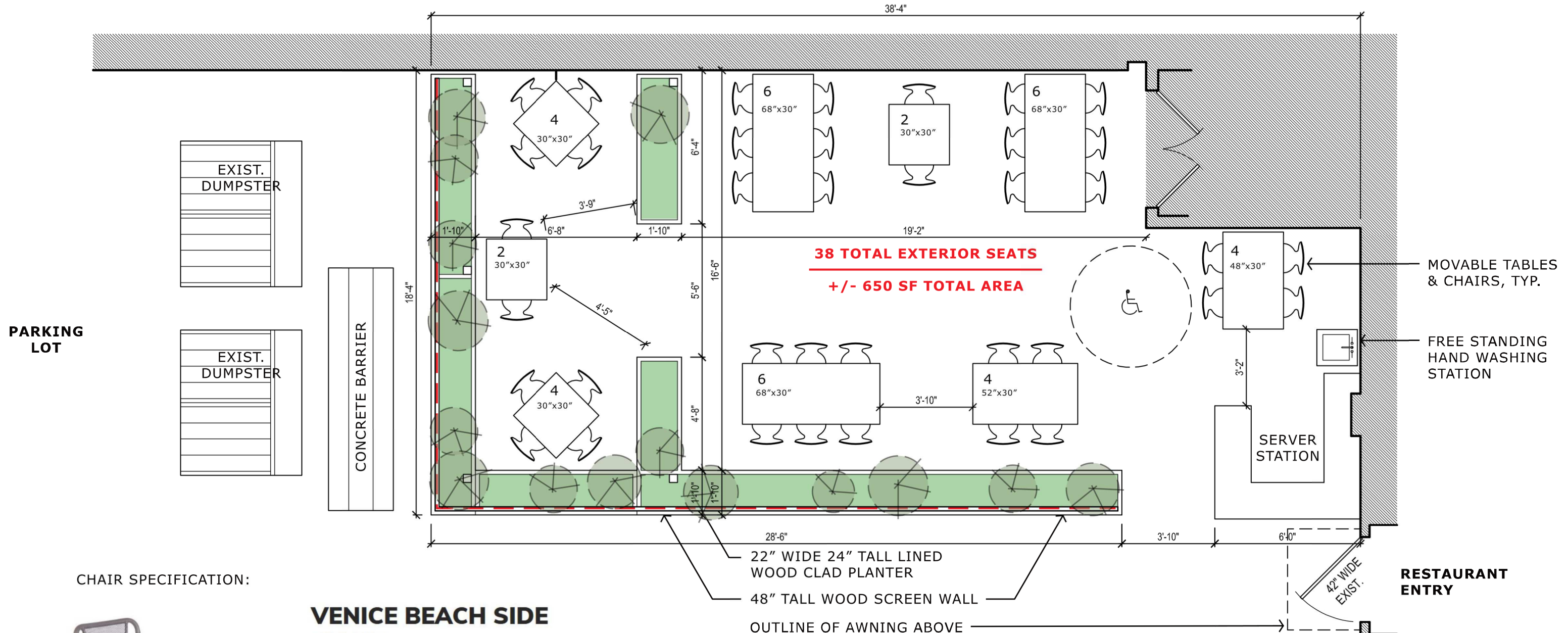
Certificate of Insurance covering outdoor area: ☐

Departmental Approval (Health ☒ Building ☒ Fire ☒ Police ☒ Public Works ☒)

License Agreement (if seating is on sidewalk or other public property): N/A

Alteration of Licensed Premises (for alcohol service in outdoor area): ☐

Comments:



CHAIR SPECIFICATION:



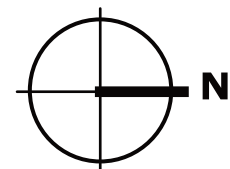
VENICE BEACH SIDE CHAIR

PRODUCT INFO

Specs

Modern European design
Finishes | Grenadine, Titanium Silver powder coat
Stackable
Matching | Table

DV455GE – Grenadine – Venice Beach – Stackable Side Chair
DV455TS – Titanium Silver – Venice Beach – Stackable Side Chair
Overall Width: 16.5"
Overall Depth: 20"
Overall Height: 33.25"
Seat Width: 16"
Seat Depth: 15.5"
Seat Height: 18"
Weight: 10 lbs



SCALE : 1/4" = 1'-0"
08 FEBRUARY 2021



Town of Needham Select Board

Policy Number:	SB-LIC-016
Policy:	Outdoor Dining Licenses
Date Approved:	10/12/2021
Date Revised:	
Approved:	 _____ Chair, Select Board

Section 1. Purpose

The purpose of this policy is to establish a process and application criteria for licensing local businesses to use public rights-of-way, public parking lots, on-street parking spaces, sidewalks and/or other Town-owned property for outdoor dining. The Select Board will consider these guiding principles for outdoor dining:

- Create quality public spaces that contribute to people's health, happiness, and sense of connection to Needham and with each other.
- Support small businesses through added vibrancy and engagement in our business districts.
- Maintain safe and accessible sidewalk access for all users.
- Balance the needs of other street activities, including adequate parking infrastructure.

Section 2. Policy

- 2.1 No outdoor restaurant seating shall be permitted within the public right-of-way, public sidewalks and/or on public property unless the Select Board authorizes the placement of temporary outdoor seating.
- 2.2 Under Zoning Bylaw Section 6.9, the Select Board may authorize the placement of seasonal, temporary outdoor seating including but not limited to tables, chairs, serving equipment, planters, and umbrellas, within the public way and on public property, for eat-in restaurants during normal hours of operation, provided that:
 - 2.2.1 The Select Board holds a public hearing and deems that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons

of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, is adequately provided for;

- 2.2.2 The seating is within the public sidewalk abutting the front, rear, or side of the restaurant's owned or leased property or on a public way or on other public property abutting the front, rear, or side of the restaurant's owned or leased property;
- 2.2.3 Such use is clearly related to the restaurant conducted inside the principal building;
- 2.2.4 Unless otherwise permitted by law, a minimum sidewalk width of forty-eight inches (48") and a minimum width of thirty-six inches (36") of unobstructed pedestrian paths , shall be continuously maintained, as shown on the plan provided to the Select Board;
- 2.2.5 Such use does not obstruct or otherwise interfere with visibility at intersections;
- 2.2.6 During all operating hours and thereafter, the area of outdoor seating must be kept clean, including clearing of all tables and removal of all trash; and
- 2.2.7 The application and proposed plans adhere to all health, safety, access, and operational requirements established by the Town, as outlined in Appendix A: Outdoor Dining Requirements. The Town Manager is authorized to update these requirements, as needed, and will ensure the application form reflects any changes.
- 2.3 Items 2.2.1, 2.2.2 and 2.2.3 shall not apply during special town-wide festivals or events during the year as designated by the Select Board.
- 2.4 A restaurant applying for outdoor seating must possess a Common Victuallers License.
- 2.5 Operation of outdoor restaurant seating areas is only permitted when the main place of business is open.
- 2.6 Two or more restaurants may apply jointly for a shared outdoor seating area, subject to all requirements that apply to individual applicants.
- 2.7 The Board may not approve more than 3 public parking spaces for any single applicant. The three spaces include any area taken by concrete safety barriers.

- 2.8 If an applicant is requesting the use of a designated handicap parking space for outdoor dining, the Board may not approve unless a suitable alternative location for handicap parking is identified.
- 2.9 The outdoor dining season shall be April 1 - November 30. The Select Board may authorize seasonal temporary outdoor seating under Zoning Bylaw Section 6.9.2 (b) earlier than April 1 and later than November 30 of each year. Applicants should specify the requested start and end date for their outdoor seating area. Board consideration shall be given to snow removal operations, roadway and sidewalk construction schedules, and other needs of the Town.
- 2.10 Outdoor dining licenses must be renewed annually. For those applications seeking a renewal from the prior year, the Town Manager will determine whether a public hearing is required, taking into consideration any compliance issues, resident or abutter complaints, and safety concerns in the prior year. Renewals will be reviewed subject to the criteria above and to the operational needs of the Town, including but not limited to anticipated roadway or sidewalk construction, potential changes in use of the public property, and changes in the Town's overall parking infrastructure.
- 2.11 An application for outdoor seating on public property that increases the restaurant's overall seating capacity by more than thirty percent (30%) must receive approval by the Special Permit Granting Authority that granted the special permit allowing the use of the premises as a restaurant (either the Planning Board or the Zoning Board of Appeals), before the Select Board will review the outdoor dining application.
- 2.12 If an applicant currently has a liquor license that allows consumption on premises and intends to extend that service to the Outdoor Seating area, the applicant must file an Alcoholic Beverages Control Commission's Alteration of Premises form with the Select Board.
- 2.13 Applicants must provide a certificate of liability insurance covering the approved outdoor dining area and naming the Town of Needham as an additionally insured party in the amount of \$500,000/\$1 million.
- 2.14 Permission to use Town land does not modify or amend any applicable state or local rules, requirements, permits, licenses, or approvals. To the extent that modifications of any existing permits, licenses or approvals may be necessary, they should be separately applied for by the applicant.
- 2.15 Permission to use Town land may be modified or terminated by the Town, in its sole discretion, at any time. Upon termination, the restaurant shall be responsible for removing all its property from the designated area.

Section 3. Procedures

- 3.1 The applicant shall file an application for outdoor dining on the form prescribed by the Town of Needham and submit requisite plans, photographs, and information.
- 3.2 The application and related plans that are submitted must adhere to all health, safety, and access requirements established by the Town, as outlined in this policy and in Appendix A: Outdoor Dining Requirements.
- 3.3 Applicants must provide a certificate of liability insurance covering the approved outdoor dining area and naming the Town of Needham as an additionally insured party in the amount of \$500,000/\$1 million.
- 3.4 Upon receipt of an application, the Town Manager or their designee, will review the application for completeness, request any missing documentation, and circulate the completed application to relevant Town departments for review and comments.
 - 3.4.1 An application for outdoor seating on public property that increases the restaurant's overall seating capacity by more than thirty percent (30%) must receive approval by the Special Permit Granting Authority that granted the special permit allowing the use of the premises as a restaurant (either the Planning Board or the Zoning Board of Appeals), before the Select Board will review the outdoor dining application.
 - 3.4.2 If an applicant currently has a liquor license that allows consumption on premises and intends to extend that service to the outdoor seating area, the applicant must file an Alcoholic Beverages Control Commission's Alteration of Premises form with the Select Board.
 - 3.4.3 Applicants are encouraged to apply in late fall/early winter prior to the next outdoor dining season. Applicants may need approval from multiple local boards including the Select Board, Planning Board, and/or Zoning Board of Appeals depending on the specifics of the application. Applicants with liquor licenses will also require approval from the Alcoholic Beverages Control Commission, after local approval is received. While the Town will work diligently to process applications, applicants are not guaranteed a decision by April 1.
- 3.5 The Office of the Town Manager will notify the applicant and all owners of property within a 300-foot radius of the premises to be licensed of any public hearing via certified mail, at least seven (7) days prior to the scheduled hearing date.
- 3.6 Applicants that are approved by the Board will be required to sign a license agreement with the Town of Needham for the use of the public right of way.
- 3.7 Approved applicants may be required to obtain additional permits, subject to the specific furniture and accessories proposed for outdoor dining. Tents and outdoor structures with roofs require a permit from the Building Department. Outdoor

electrical wiring and lighting require an electrical permit from the Building Department. Outdoor heaters require a permit from the Fire Department.

- 3.8 Applicants with outdoor seating approved in on-street parking spaces or in a parking lot must coordinate with the Department of Public Works for the placement of concrete jersey barriers, before outdoor dining furniture can be installed or used.
- 3.9 Outdoor dining licenses must be renewed annually. The Select Board will determine whether a public hearing is required for renewal, taking into consideration any compliance issues, resident or abutter complaints, and safety concerns in the prior year. Renewals will be reviewed subject to the criteria above and to the operational needs of the Town, including but not limited to anticipated roadway or sidewalk construction, potential changes in use of the public property, and changes in the Town's overall parking infrastructure.

Section 4. Fees

- 4.1 There shall be an annual application fee of \$25, which will be credited toward the annual licensing fee, as defined in Section 4.2, when the application is approved.
- 4.2 For all approved applications, there shall be an additional annual licensing fee for the sole use of public space for outdoor dining at the rate of \$250 per public parking space and \$100 for the use of the sidewalk. If an applicant is approved for the use of public parking space(s) and the sidewalk, the \$100 sidewalk licensing fee will be waived.

Section 5. Exceptions

The Select Board reserves the right to make exceptions to this policy if it determines that it is in the best interest of the Town to do so.

Appendix A. Outdoor Dining Requirements

All outdoor dining applications will be reviewed by the relevant Town Department(s) to ensure compliance with the following requirements:

Public Safety & Accessibility

1. The plan submitted must show a minimum sidewalk width of 48” and a minimum width of 36” (or as otherwise prescribed by law) is maintained and unobstructed from the sidewalk or entrances into the building or any other designated walkways or pedestrian paths. The table and chairs must be placed within the outdoor seating area in such a manner as to allow free and safe passage of pedestrian traffic.
2. The outdoor seating arrangement may not obstruct or interfere with visibility at any street intersection and must not impede Police or Fire access.
3. The outdoor seating arrangement may not obstruct any fire exit, fire escape or other required ingress or egress.
4. The outdoor seating area must be accessible to people with disabilities and the applicant must at all times comply with all applicable laws, ordinances and regulations concerning accessibility and non-discrimination in the providing of services.
5. Outdoor seating placed on sidewalks or in outdoor areas should maintain a 36” clear path between and around all tables and chairs.
6. Seating placed near or adjacent to public ways or parking lots that vehicles can pull up to or travel by must have crash protection, such as concrete barriers.

Public Health

7. All entrances and exit doors through the kitchen used by food service personnel and customers must be screened and provided with air curtains meeting National Sanitation Foundation standards. All windows or openings through the kitchen used for the transfer of food must also be screened and provided with air curtains. (If your entrance and exit or service opening to the outdoor seating area is through the kitchen, you must get Health Department approval.)
8. All food must be prepared inside the facility’s kitchen and kept inside until served. No food may be prepared outside.
9. A system for washing down the outside seating area must be provided.
10. Food service personnel may not serve patrons beyond the outdoor seating area as shown on the plan approved by the licensing authority.
11. Food service personnel must constantly police the outdoor seating area for wastepaper, garbage, and other trash. Covered trash receptacles should be provided and must be emptied as needed to prevent overflowing. They must also be emptied at the end of each evening’s service.
12. If dumpsters are located near these proposed seating areas, need to ensure that areas around dumpsters are clean and sanitary, and no public health nuisance issues with odors or attraction of pests exist.
13. During the operating hours and thereafter, strict clean-up practices must be adhered to. Food service personnel must clear up after each patron and remove all trash and dirty dishes.

14. Outside food handlers must have easy access to handwash sinks and cleaning cloths. Facilities for preparation and disposal of sanitizing solutions must be accessible.
15. Outdoor seating areas shall be considered as part of the restaurant and shall comply with Board of Health regulations, including a prohibition of smoking in seasonal outdoor dining areas and only service animals being allowed in those same areas.
16. Pets not allowed in outdoor seating areas. Only service animals are permitted.

Furniture, Fixtures, Lighting & Heating

17. Tents and outdoor structures with roofs will require a permit from the Building Department.
18. Electrical wiring and lighting for outdoor seating will require an electrical permit from the Building Department.
19. Outdoor heaters require a permit from the Fire Department.
20. The applicant shall be responsible for the maintenance and upkeep of the public right-of-way used for the outdoor seating area and the replacement of damaged public property, including brick pavers. No furniture or furnishings may be permanently attached by any means to the public sidewalk or any other public property.
21. Planters may be used to provide added visual interest and create a more attractive and welcoming atmosphere. Planters may not be used to define the area of outdoor seating where the service of alcohol is involved.
22. If a patio is constructed, the patio or other ground surface must be constructed of material readily cleanable and not susceptible to dust, mud, or debris. (Brick, bluestone, tile, and concrete are examples of acceptable materials.)
23. Outdoor dining furniture and fixtures must be maintained in good visual appearance and in clean condition. Tabletops must be easily cleanable and durable and maintained in a clean and sanitary condition.
24. Umbrellas may be used but must be, when extended, at least 7 feet above the sidewalk or patio level and contained within the outdoor seating area. Umbrellas should be closed when the restaurant is not open for business.
25. Furniture and fixtures must be removed or safely secured when inclement weather is forecasted.
26. At the end of each outdoor dining season, all furniture, umbrellas, and trash receptacles must be removed.
27. All outdoor seating, furnishings and obstructions must be removed from December 1 through and including March 31, unless you have received written approval from the Town of Needham extending your outdoor dining license beyond April 1 - November 30.
28. Electrical or lighting used in or around outdoor seating needs to be UL listed for outdoor continuous use, such as power outlets, lighting and cords or cables. Exterior feeds for lighting or power should not be laid on the ground and installed overhead without code compliant cable and supporting hardware. Electrical wiring for lighting and power shall require a permit and inspection, this work shall be installed by a licensed electrician.
29. Tents, membrane structures and their accessories such as sidewalls, drops, tarpaulins, floor coverings, bunting and combustible decorations shall be certified by an approved testing laboratory meeting the design criteria of NFPA 701. Each Membrane structure or tent shall have a permanently affixed label bearing the size, fabric, and material type, testing agency and standard that fabric was tested under.

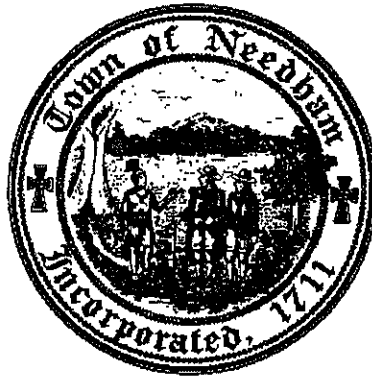
30. Portable fire extinguishers are required for each tent or membrane structure.
31. Open or exposed flame or other devices emitting flame, fire or heat or any other flammable or combustible liquids, gas, charcoal, or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structure while open to the public unless approved by the Fire Code Official.
32. LP Gas containers shall be located on the outside. Containers of 500 gallons or less shall have a minimum separation distance of 10 feet between the container and the structure. Storage of over 500 gallons shall have a minimum distance of 25 feet between the container and the structure.
33. Portable LP Gas containers, piping, valves, and fittings located outside and are being used to fuel equipment inside the tent or membrane structure shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be in an approved location. Portable LP Gas containers shall be securely fastened in place to prevent unauthorized movement.

Licensing Authority

34. A restaurant requesting outdoor seating must possess a Common Victuallers License.
35. The outdoor seating area must be clearly related to the restaurant conducted in the principal building.
36. Operation of outdoor restaurant seating areas is permitted only when the main place of business is open.
37. If an applicant currently has an alcoholic license and intends to extend that service to the Outdoor Seating area, it must file an Alteration of Premises ABCC form with the Select Board.

TOWN OF NEEDHAM

Office of the Town Clerk

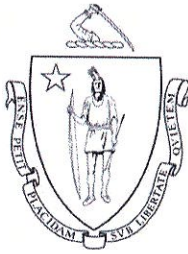


BY-LAWS

Approved By the Attorney General

**Special Town Meeting
October 25, 2021**

February 15, 2022



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

MAURA HEALEY
ATTORNEY GENERAL

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

February 15, 2022

Theodora K. Eaton, Town Clerk
Town of Needham
1471 Highland Avenue
Needham, MA 02492

**Re: Needham Special Town Meeting of October 25, 2021 -- Case # 10411
Warrant Articles # 4 and 5 (Zoning)**

Dear Ms. Eaton:

Articles 4 and 5 - We approve Articles 4 and 5 from the October 25, 2021 Needham Special Town Meeting.

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were approved by the Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,

MAURA HEALEY
ATTORNEY GENERAL

Nicole B. Caprioli

By: Nicole B. Caprioli
Assistant Attorney General
Municipal Law Unit
10 Mechanic Street, Suite 301
Worcester, MA 01608
(508) 792-7600 ext. 4418

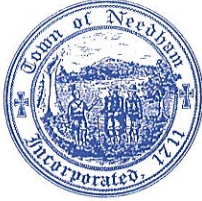
cc: Town Counsel Christopher H. Heep

Received
2022

TOWN CLERK
February 15, 2022

NEEDHAM
5:06 PM

2022 FEB 15 PM 5:06
RECEIVED
TOWN CLERK
NEEDHAM



Theodora K. Eaton, MMC
Town Clerk

TOWN OF NEEDHAM

Office of the Town Clerk

1471 Highland Avenue, Needham, MA 02492-0909

Telephone (781) 455-7500 x216

Fax (781) 449-1246

Email: Teaton@needhamma.gov

AT THE SPECIAL TOWN MEETING

HELD ON MONDAY, OCTOBER 25, 2021

UNDER ARTICLE 4

It was

VOTED: That the Town will vote to amend the Needham Zoning By-Law, as follows:

- a) Amend Section 6.9. Outdoor Seating, Subsection 6.9.1, Applicability, by (i) adding the word “eat-in” before the word “restaurants”; (ii) deleting the words “serving meals for consumption on the premises and at tables with service provided by waitress or waiter is” before the words “permitted under”; and (iii) adding the word “are” before the words “permitted under”; so that it reads as follows:

“Section 6.9.2 shall apply in any business district in which eat-in restaurants are permitted under Section 3.2.2 of this By-Law.”

- b) Amend the first sentence of Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by (i) adding the word “eat-in” before the word “restaurants”; (ii) deleting the words “serving meals for consumption on the premises and at tables with service provided by waitress or waiter” before the words “is permitted during”; (iii) replacing the words “Section 7.4.4 and 7.4.6” with the words “Sections 7.4.4 and 7.4.6”; and (iv) replacing the words “Board of Selectmen” with the words “Select Board”; so that it reads as follows:

“Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for eat-in restaurants is permitted during normal hours of operation, subject to minor project site plan review with

waiver of all requirements of Sections 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Select Board in the case of (b) below, provided that:"

- c) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (a) by deleting the words ", licensed," so that it reads as follows:

"(a) It is within the front yard, rear yard, or side yard of the restaurant's owned or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:"

- d) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by (i) deleting the words "so long as there remains no less than forty-eight inches (48")", or as otherwise permitted by law, of unencumbered sidewalk width remaining"; (ii) deleting the word "alternatively" before the words "on a public way"; and (iii) adding the word "on" before the words "other public property"; so that it reads as follows:

"(b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property or on a public way or on other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:"

- e) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(i) by replacing the words "Board of Selectmen" with the words "Select Board", so that it reads as follows:

"(i) No temporary outdoor restaurant seating shall be permitted, unless the Select Board authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;"

- f) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iii) by replacing the words "Board of Selectmen" with the words "Select Board", so that it reads as follows:

"(iii) A minimum width of forty-eight inches (48")", or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Select Board;"

- g) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iv) by (i) adding the words "shall not be authorized" after the words "Outdoor seating"; (ii) deleting the words "is prohibited" before the words

“in designated or required landscape areas”; and (iii) by adding the words “, or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;” at the end of the subparagraph so that it reads as follows:

“(iv) Outdoor seating shall not be authorized in designated or required landscaped areas, parking lots or drive aisles, or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;”

- h) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by adding the following sentence at the end of the section:

“The Select Board may authorize seasonal temporary outdoor seating under this Section 6.9.2 (b) earlier than April 1 and later than October 31 of each year.”

- i) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by replacing the words “Board of Selectmen” with the words “Select Board”, in the second paragraph of the section so that it reads as follows:

“Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Select Board.”

- j) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by deleting the last paragraph of the section and replacing it with the following paragraph to read as follows:

“Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, provided that (1) such seating remains seasonal and temporary; and (2) such seating does not increase capacity by more than thirty percent (30%) unless such increase is authorized by the Special Permit Granting Authority that granted the special permit allowing the use of the premises as a restaurant, with or without a hearing, as said Special Permit Granting Authority shall determine.”

- k) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial 1

Districts, by revising Accessory Uses to replace the term “Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter” with the term “Seasonal temporary outdoor seating for eat-in restaurants”.

- l) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising Accessory Uses to replace the term “Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter” with the term “Seasonal temporary outdoor seating for eat-in restaurants”.
- m) Amend the second sentence of Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1 Permitted Uses, paragraph (k) by (i) adding the word “eat-in” before the word “restaurants”; (ii) deleting the words “serving meals for consumption on the premises and at tables with service provided by waitress or waiter” before the words “shall be allowed”; and (iii) replacing the words “Board of Selectmen” with the words “Select Board”; so that it reads as follows:

“Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9.”

- n) Amend the second sentence of Section 3.2.5 Uses in the Highland Commercial-128 District, Subsection 3.2.5.1 Permitted Uses, paragraph (i) by (i) adding the word “eat-in” before the word “restaurants”; (ii) deleting the words “serving meals for consumption on the premises and at tables with service provided by waitress or waiter” before the words “shall be allowed”; and (iii) replacing the words “Board of Selectmen” with the words “Select Board”; so that it reads as follows:

“Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9.”

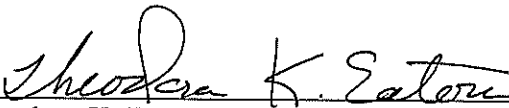
- o) Amend the second sentence of Section 3.2.6 Uses in the Mixed Use-128 District, Subsection 3.2.6.1 Permitted Uses, paragraph (m) by adding (i) the word “eat-in” before the word “restaurants”; (ii) deleting the words “serving meals for consumption on the premises and at tables with service provided by waitress or waiter” before the words “shall be allowed”; and (iii) replacing the words “Board of Selectmen” with the words “Select Board”; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

UNANIMOUS CONSENT

A true copy

ATTEST:


Theodora K. Eaton, MMC, Town Clerk



Theodora K. Eaton, MMC
Town Clerk

TOWN OF NEEDHAM

Office of the Town Clerk

1471 Highland Avenue, Needham, MA 02492-0909

Telephone (781) 455-7500 x216

Fax (781) 449-1246

Email: Teaton@needhamma.gov

AT THE SPECIAL TOWN MEETING

HELD ON MONDAY, OCTOBER 25, 2021

UNDER ARTICLE 5

It was

VOTED: That the Town will vote to amend the Needham Zoning By-Law as follows:

- 1) Amend Section 4.4.4, Front Setback, by replacing in the first sentence of the first paragraph the word "a" with the word "the" and by capitalizing the term "business district" to read as follows (new language underlined):

"In the Business District, there shall be a minimum front setback of ten (10) feet for all lots zoned in the Business District prior to April 14, 1952 and of twenty (20) feet for all lots changed to the Business District thereafter. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways, as defined in Section 4.4.5. Regulations relative to parking setbacks are governed by Section 5.1."

- 2) Amend Section 4.4.4, Front Setback, by revising the second paragraph to read as follows (new language underlined):

"In the Chestnut Street Business District, there shall be a minimum front setback of ten (10) feet for all buildings except along both sides of Chestnut Street where there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

UNANIMOUS CONSENT

A true copy

ATTEST:


Theodora K. Eaton, MMC, Town Clerk



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

MEETING DATE: 2/22/22

Agenda Item	Town Communications Update
Presenter(s)	Cyndi Roy Gonzalez, PIO

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
PIO Cyndi Roy Gonzalez will provide an update on ongoing Town Communications efforts. Updates will be provided on the following: • Website refresh & website trainings • Town mobile app • Town Meeting Member communications • Polco surveys and Citizens Survey • Newsletter	
2.	VOTE REQUIRED BY SELECT BOARD
Informational purposes only.	
3.	BACK UP INFORMATION ATTACHED
None.	

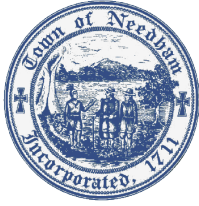


**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 02/22/2022

Agenda Item	Housing Choice Designation
Presenter(s)	Katie King, Assistant Town Manager/Director of Operations

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Assistant Town Manager will provide the Board with an overview of the State's Housing Choice Designation program, which provides eligible communities with exclusive access to the Housing Choice Capital Grant program and preferential consideration for other state grant programs.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Board vote to apply for Housing Choice Designation.	
3.	BACK UP INFORMATION ATTACHED
None	



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

MEETING DATE: 2/22/2022

Agenda Item	April Calendar
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Town Manager will discuss the April meeting calendar and recommend that the Board hold April 5 th at 6:00 p.m. in case an additional meeting is needed.	
2.	VOTE REQUIRED BY SELECT BOARD
3.	BACK UP INFORMATION ATTACHED
a. April Calendar	

April

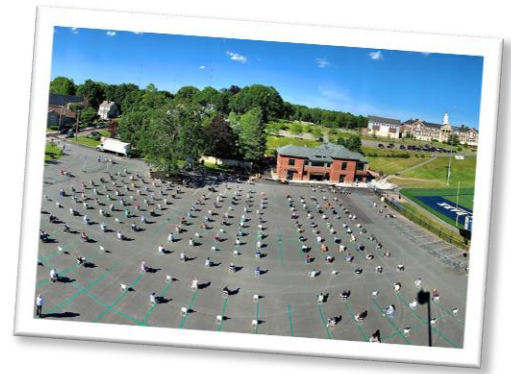
2022

Select Board Meetings

Title

The regularly scheduled Select Board meetings in April are the 13th and 26th.

An additional meeting may be necessary on April 5th.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 Hold Special Meeting	6	7	8	9
10	11	12 Town Election	13 Select Board Meeting	14	15	16
17	18	19	20	21	22	23
24	25 LWV Precinct Meetings	26 Select Board Meeting	27	28	29	30



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

MEETING DATE: 2/22/2022

Agenda Item	Initial American Rescue Plan Act Funding
Presenter(s)	Kate Fitzpatrick, Town Manager Katie King, Assistant Town Manager Amy Haelsen, Economic Development Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Town Manager, Assistant Town Manager and Economic Development Manager will provide the Board with an update on ARPA funding status. The Town Manager will ask the Board for authorization to request funding from the Commonwealth as lost revenue to be used only for items that are ARPA eligible and as approved by the Select Board on the American Rescue Plan Act Funding Proposal.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Suggested Motion:</i> That the Board vote to approve the updated ARPA Funding Proposal and to authorize the Town Manager to seek funding from the Commonwealth as lost revenue to be used only for items that are ARPA eligible and as approved by the Select Board on the American Rescue Plan Act Funding Proposal.	
3.	BACK UP INFORMATION ATTACHED
a. Initial American Rescue Plan Act Funding Reallocation Proposal 2/22/2022 b. Memo to the Select Board dated February 18, 2022 c. Accounting ARPA Expenditure Report	

Initial American Rescue Plan Act Funding Proposal 2/22/2022

Estimated Available ARPA Funding

Commonwealth: \$3,285,327
 County: \$6,096,751
 Less County Share: (\$182,902)
 Net County: \$5,913,848
Total: \$9,199,175

<u>Category</u>	<u>Description</u>	<u>Prior</u>	<u>Current</u>	<u>Change</u>
COVID-19 Direct Impact	Contact Tracers (one year)	60,000	60,000	0
	Epidemiologist (two years)	140,000	140,000	0
	Public Health Nurse (two years)	160,000	160,000	0
	Mental & Behavioral Health Staffing (two Years)	190,000	190,000	0
	Mental & Behavioral Health Services (two Years)	190,000	190,000	0
	COVID-19 Test Kits for School & Town Staff and residents of limited means and those in high risk groups	230,000	229,800	-200
	Other	100,000	100,200	200
	Subtotal	1,070,000	1,070,000	0
Technology Improvements	Support for Hybrid Meetings, Communications and Remote Work	175,000	175,000	0
	Staffing Support for Technology Improvements	100,000	100,000	0
	Subtotal	275,000	275,000	0
Economic Development	Grant Program	300,000	260,000	-40,000
	Pop-up Program Expansion	115,000	0	-115,000
	Public Art	20,000	20,000	0
	Music/Art Festivals	10,000	0	-10,000
	Business Center Marketing Support	20,000	0	-20,000
	Other	35,000	220,000	185,000
	Subtotal	500,000	500,000	0
Water/Sewer/Drains Infrastructure*	Temp Project Manager (four years)	500,000	500,000	0
	Town Reservoir Clean-up Construction	2,070,000	2,070,000	0
	Walker Pond Category 2 Construction	356,000	356,000	0
	128 Sewer Interceptor Project Design			
	128 Sewer Interceptor Project Construction			
	South St Water Main Construction Construction			
	Allowance for Water/Sewer/Drains	4,428,175	4,428,175	0
	Subtotal	7,354,175	7,354,175	0
Grand Total		9,199,175	9,199,175	0

* DPW Has Identified Several Additional Water/Sewer/Drain Contingency Projects



TOWN OF NEEDHAM

TOWN HALL
Needham, MA 02492-2669

Office of the
TOWN MANAGER

TEL: (781) 455-7500
FAX: (781) 449-4569

TO: Select Board
FROM: Kate Fitzpatrick
CC: Dave Davison, Katie King
RE: ARPA Funding
DATE: February 18, 2022

The US Treasury recently issued its final rule governing the use of American Rescue Plan Act (ARPA) funds. One of the allowable uses for ARPA funding is to make up revenue lost during the pandemic. For a variety of reasons, the Town could not claim calculated lost revenue based on the interim rule. The final rule, however, allows direct recipients to claim a one-time \$10 million lost revenue figure.

As you will recall, the Town is receiving ARPA funding from both the Commonwealth, as a direct recipient or non-entitlement unit (NEU), and as a sub-recipient from Norfolk County. Because Norfolk County itself is the direct recipient, the County has one \$10 million lost revenue allocation to share among the sub-recipient cities and towns.

The Town of Needham may use its lost revenue allocation for its entire NEU allocation from the Commonwealth in the amount of \$3,285,337. Using this approach will eliminate the need to file on-going spending reports with the Commonwealth.

The staff recommends that the Select Board approve our request to accept the funding from the Commonwealth as lost revenue to be used only for items that are ARPA eligible and approved by the Select Board on the American Rescue Plan Act Funding Proposal. The purpose of the recommendation is for administrative ease only, and will not change the uses of the funds or the Board's ability to make changes to the funding plan.

Category	Description	Budget	Total Expended	Available
COVID-19 Direct Impact	Contact Tracers (one year)	\$60,000.00	\$17,250.00	\$42,750.00
	Epidemiologist (two years)	\$140,000.00	\$16,419.00	\$123,581.00
	Public Health Nurse (two years)	\$160,000.00	\$28,446.75	\$131,553.25
	Mental & Behavioral Health Staffing (two years)	\$190,000.00	\$0.00	\$190,000.00
	Mental & Behavioral Health Services (two years)	\$190,000.00	\$0.00	\$190,000.00
	COVID-19 Test Kits for School & Town Staff and residents of limited means and those in high risk groups	\$230,000.00	\$2,984.78	\$227,015.22
	Other	\$100,000.00	\$4,246.00	\$95,754.00
	Subtotal	\$1,070,000.00	\$69,346.53	\$1,000,653.47
Technology Improvements	Support for Hybrid Meetins, Communications & Remote Work	\$175,000.00	\$0.00	\$175,000.00
	Staffing Support for Technology Improvements	\$100,000.00	\$0.00	\$100,000.00
	Subtotal	\$275,000.00	\$0.00	\$275,000.00
Economic Development	Grant Program	\$300,000.00	\$0.00	\$300,000.00
	Pop-up Program Expansion	\$115,000.00	\$0.00	\$115,000.00
	Public Art	\$20,000.00	\$0.00	\$20,000.00
	Music/Art Festivals	\$10,000.00	\$0.00	\$10,000.00
	Business Center Marketing Support	\$20,000.00	\$0.00	\$20,000.00
	Other	\$35,000.00	\$0.00	\$35,000.00
	Subtotal	\$500,000.00	\$0.00	\$500,000.00
Water/Sewer/Drains Infrastructure*	Temp Project Manager (four years)	\$500,000.00	\$0.00	\$500,000.00
	Town Reservoir Clean-up Construction	\$2,070,000.00	\$0.00	\$2,070,000.00
	Walker Pond Category 2 Construction	\$356,000.00	\$0.00	\$356,000.00
	128 Sewer Interceptor Project Design	\$0.00	\$0.00	\$0.00
	128 Sewer Interceptor Project Construction	\$0.00	\$0.00	\$0.00
	South St Water Main Construction	\$0.00	\$0.00	\$0.00
	Allowance for Water/Sewer/Drains	\$4,428,175.00	\$0.00	\$4,428,175.00
	Subtotal	\$7,354,175.00	\$0.00	\$7,354,175.00
Grand Total		\$9,199,175.00	\$69,346.53	\$9,129,828.47



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

MEETING DATE: 2/22/2022

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Town Manager will update the Board on the status of the Annual Town Meeting Warrant.	
2.	VOTE REQUIRED BY SELECT BOARD
<i>Discussion Only.</i>	
3.	BACK UP INFORMATION ATTACHED
a. 2022 Annual Town Meeting Warrant Draft 2.18.2022	

TOWN OF NEEDHAM



ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 12, 2022

Business Meeting: Monday, May 2, 2022

7:30 p.m.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

DRAFT 2.18.2022

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 Annual Town Meeting.

**WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2022
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

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

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Center at the Heights, 300 Hillside Avenue
Precinct B	-	Center at the Heights, 300 Hillside Avenue
Precinct C	-	Newman School Gymnasium, 1155 Central Avenue
Precinct D	-	Newman School Gymnasium, 1155 Central Avenue
Precinct E	-	Needham Golf Club, 49 Green Street
Precinct F	-	Rosemary Recreation Complex, 178 Rosemary Street
Precinct G	-	Rosemary Recreation Complex, 178 Rosemary Street
Precinct H	-	Needham Golf Club, 49 Green Street
Precinct I	-	Town Hall, Powers Hall, 1471 Highland Avenue
Precinct J	-	Town Hall, Powers Hall, 1471 Highland Avenue

on TUESDAY, TWELFTH DAY OF APRIL 2022

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

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

and you are also required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on Monday May 2, 2022, at 7:30 p.m. in the afternoon, then and there to act upon the following articles:

Warrant for the Annual Town Meeting

Monday, May 2, 2022, at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

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

HUMAN RESOURCE ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2022, as required by Massachusetts General Laws, Chapter 41, Section 108:

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

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$XX, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed \$XX. The annual salary of \$XX includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$XX. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$XX; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
PERSONNEL BOARD RECOMMENDS THAT:

ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM BUILDING CUSOTODIAN AND TRADES INDEPENDENT ASSOCIATION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Building Custodian and Trades Independent Employee Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2023; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:
PERSONNEL BOARD RECOMMENDS THAT:

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM INDEPENDENT PUBLIC EMPLOYEES ASSOCIATION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Independent Public Employees Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2023; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

PERSONNEL BOARD RECOMMENDS THAT:

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2021; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

PERSONNEL BOARD RECOMMENDS THAT:

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

PERSONNEL BOARD RECOMMENDS THAT:

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

**ARTICLE X: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE
SUPERIOR OFFICERS ASSOCIATION**

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:
PERSONNEL BOARD RECOMMENDS THAT:

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

FINANCE ARTICLES

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

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$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 \$X in fiscal year 2021.

ARTICLE X: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,000,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: This recurring warrant article funds the annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and upgrades.

ARTICLE X: APPROPRIATE FOR SMALL REPAIR GRANT PROGRAM

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

INSERTED BY: Affordable Housing Trust
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The Small Repair Grant Program provides financial assistance to low- and moderate-income Needham residents to make repairs and alterations to their homes for health and safety reasons. Up to \$5,000 in grant funding is available per participant, and applications will be evaluated and prioritized based on the extent of the health and safety problems and the financial need of the applicants. Eligible applicants must be 60 years or older, or have a disability, with incomes at or below 80% of area median income. Eligible work items include minor plumbing or electrical work, light carpentry, doorbell switches, window or door repairs or replacements, railing repairs, broken or clogged gutters or downspouts, step or porch improvements, work on locks, smoke/CO2 detectors, weather stripping, bathroom grab bars, raised toilets, and hand-held shower heads, among others.

ARTICLE X: APPROPRIATE FOR RTS SERVICE DELIVERY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for the purpose of funding a solid waste disposal and recycling service delivery study, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR PARKING STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$135,000 for the purpose of funding a parking study in Needham Square and Needham Heights, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Parking Meter Fund; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$X for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, said sum to be spent under the direction of the Town Manager, and that \$X be transferred from Free Cash; or take any other action relative thereto.

Department	Vendor	Description of Goods/Service	Fiscal Year	\$ Amount
Building Department	Commonwealth of Massachusetts	Weights & Measures	2021	\$12,000
Total				

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: State law requires Town Meeting action for the Town to make payment for bills received after the close of the fiscal year or bills in excess of appropriation. The above bills were presented for payment after the close of FY2021.

ARTICLE X: APPROPRIATE THE FY2023 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of \$X, from Overlay Surplus in the amount of \$X, from amounts Reserved for Debt Exclusion Offsets in the amount of \$X, and \$X to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as shown on pages X-X.

ARTICLE: X: APPROPRIATE THE FY2023 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

and to meet this appropriation that \$X be raised from Sewer Enterprise Fund receipts, and that \$X be transferred from Sewer Enterprise Fund Retained Earnings, and that \$587,928 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE THE FY2023 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

and to meet this appropriation that \$X be raised from Water Enterprise Fund receipts and that \$X be transferred from Water Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

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

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

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. The preliminary Chapter 90 allocation to be spent in FY2023 is \$X. Unless circumstances require otherwise, this Chapter 90 allocation will be directed to the design and construction of the next phase of the downtown infrastructure improvement project including design and construction of Quiet Zone compliant infrastructure at railroad grade crossings.

ARTICLE X: SET THE ANNUAL DEPARTMENT REVOLVING FUND SPENDING LIMITS

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2023 beginning on July 1, 2022, for the revolving funds established in the Town's General By-Laws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½; or take any other action relative thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2023 Spending Limit
Home Composting	Department of Public Works	\$3,000
Immunization Program	Health and Human Services Department	\$25,000
Memorial Park Activities	Memorial Park Trustees	\$4,100
Needham Transportation	Health and Human Services Department	\$60,000
Public Facility Use	Department of Public Works	\$250,000
School Transportation	School Committee	\$819,000
Traveling Meals	Health and Human Services Department	\$75,000
Tree Replacement	Department of Public Works	\$25,000
Water Conservation	Department of Public Works	\$10,000
Youth Services Programs	Health and Human Services Department	\$25,000
Aging Services Programs	Health and Human Services Department	\$90,000

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The purpose of this article is to set the annual spending limit for the various revolving funds that are established by Town By-Law in accordance with MGL Chapter 44 Section 53E1/2. The law requires that the Town Meeting shall, on or before July 1 of each fiscal year, vote on the limit for each revolving fund established under this law the total amount that may be expended during the fiscal year. The law provides also that the limit on the amount that may be spent from a revolving fund may be increased with the approval of the Select Board and Finance Committee should the revolving activity exceed the spending limit, but only until the next Annual Town Meeting.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE X: APPROPRIATE FOR EMERY GROVER RENOVATION DESIGN

To see if the Town will vote to raise, and/or transfer and appropriate a sum for the renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that a sum be transferred from Free Cash, a sum b transferred from CPA Free Cash and that the Treasurer, with the approval of the Select Board, is authorized to borrow a sum under M.G.L., Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee & Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR HILLSIDE SCHOOL HEATING REPAIRS AND UPGRADES

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$275,000 for the purpose of upgrading the heating system at the Hillside School, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY:
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated FY2023 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

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

Reserves:

B. Community Preservation Fund Annual Reserve	\$1,790,000
C. Community Housing Reserve	\$404,700
D. Historic Resources Reserve	\$28,050
E. Open Space Reserve	\$404,700

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE TO COMMUNITY PRESERVATION FUND SUPPLEMENT

To see if the Town will vote to appropriate an additional sum pursuant to Massachusetts General Law Chapter 44B to set aside \$X for future appropriation to the Community Housing Reserve and \$X to the Open Space Reserve, and that to meet this appropriation that \$X be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: During FY2021, the Town received additional State matching funds, and as a result the appropriations to the reserve categories were insufficient to satisfy the 10% requirement. This article ensures that the Community Housing Reserve and Open Space Reserve are funded at the legally required amount.

ARTICLE X: APPROPRIATE FOR NHA ASSISTANT EXECUTIVE DIRECTOR

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$97,500 for the purpose of funding an Assistant Executive Director for the Needham Housing Authority, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR NHA PRE-DEVELOPMENT LINDEN CHAMBERS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,200,000 for the purpose of funding pre-development costs for the Linden Chambers housing project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR NHA PROPERTY SURVEY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$62,500 for the purpose of funding a property survey for the Needham Housing Authority, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR NHA PURCHASE OF PROPERTY ON EAST MILITIA HEIGHTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,500,000 for the purpose of funding the acquisition of property on East Militia Heights Road, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR COMMUNITY FARM GROWING BEDS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$200,000 for the purpose of funding the construction of growing beds at the Needham Community Farm, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR HIGH SCHOOL TENNIS COURTS DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for design and engineering costs associated with the reconstruction of the High School Tennis Courts, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR BOAT LAUNCH

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$285,000 for construction of a boat launch on South Street, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

CAPITAL ARTICLES

ARTICLE X: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

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

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR POLLARD SCHOOL LOCKER ROOM RETROFIT

To see if the Town will vote to raise and/or transfer and appropriate the sum of 1,068,500 for Pollard School Locker Room retrofit, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$3,951,000 for the Public Works Infrastructure Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks, and culverts.

ARTICLE X: LIBRARY SPACE UTILIZATION STUDY

To see if the Town will vote to raise and/or transfer and appropriate, or borrow the sum of \$60,000 for a Library Space Utilization Study, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: DPW COMPLEX FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate, or borrow the sum of \$60,000 for a feasibility study of the reconstruction of the Department of Public Works Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,401,255 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from Sewer Enterprise Fund receipts; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: RESCIND DEBT AUTHORIZATIONS

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:

Project	Town Meeting	Article	Authorized	Rescind
Total				

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, and/or favorable bids.*

ARTICLE X: APPROPRIATE FOR COMPENSATED ABSENCES FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$250,000 for the purpose of funding the Compensated Absences Fund, to be spent under the direction of the Town Manager and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to fund the Town's employee sick and vacation leave liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave. All employees are entitled to payment of unused vacation leave upon termination of Town service. The Town has been taking steps to reduce or eliminate sick leave buy-back programs for all classes of employees, although an unfunded liability remains.

ARTICLE 42: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$30,815 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park. The balance in the fund as of March 15, 2021 was \$270,101.

ARTICLE 43: APPROPRIATE TO WORKERS COMPENSATION FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$130,000 to the Workers Compensation Fund, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government

employees.) Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The balance in the Reserve as of December 31, 2021, was \$X.

ARTICLE 43: APPROPRIATE TO PUBLIC SAFETY INJURY ON DUTY FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$300,000 to the Public Safety Injury on Duty Fund, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The 2016 Municipal Modernization Act added a paragraph to M.G.L. c. 41 Section 111F to allow cities and towns to establish and appropriate amounts to a special injury leave indemnity fund for payment of injury leave compensation or medical bills incurred for public safety personnel. The monies in the special fund may be expended, with the approval of the chief executive officer and without further appropriation, for such expenses. Any balance in the fund shall carry over from year to year, unless specific amounts are released to the general fund by the chief executive officer upon a finding that the amounts released are not immediately necessary for the purpose of the fund, and not required for expenses in the foreseeable future.

GENERAL ARTICLES & CITIZENS PETITIONS

ARTICLE X: AMEND GENERAL BY-LAW SNOW & ICE ON SIDEWALKS

To see if the Town will vote to amend the General By-laws by deleting Section 3.1.8 (Snow and Ice on Sidewalks) in its entirety, and inserting in its place the following:

3.1.8 Snow and Ice on Sidewalks.

3.1.8.1 Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than fifty dollars (\$50.00) for each offense.

3.1.8.2 Any owner, tenant, occupant, proprietor, manager, agent, board, trust, or other entity having charge of property used wholly or in part for (a) a commercial purpose (including without limitation as a store, restaurant, bank, gym, theater, childcare facility or office); (b) a hospital or medical establishment; (c) a place of worship; (d) multi-family housing containing three (3) or more dwelling units on a lot; or (e) any other use open to the public, or to a particular membership or clientele, that allows snow or ice to remain on a sidewalk abutting, on, or within its property for more than five hours between sunrise and sunset, shall forfeit not more than fifty dollars (\$50.00) for each offense. If, by reason of weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed; provided that while the snow and ice remain, entity in charge shall keep the sidewalk in safe condition by sanding or otherwise.

or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: AMEND GENERAL BY-LAWS – HOUSEHOLD REFUSE

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

1. Inserting in Section 3.1 (General) of Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.12, to read as follows:

3.1.12 Household Refuse. No person shall deposit any household refuse or garbage in any receptacle maintained by the Town of Needham on public property.

2. Renumbering the existing sections within Section 3.1 in appropriate numerical order to account for the insertion of new Section 3.1.12.

3. Inserting in Section 8.2.2.4 (Police Regulations) a new section L., to read as follows:

L. Household Refuse (Section 3.1.12)

Enforcement Agent: Director of Public Works or Designee

Fine Schedule:

Warning - First Offense

\$100 Second Offense

\$200 Third Offense

\$300 Fourth and Subsequent offenses

4. Re-lettering the existing Sections within Section 8.2.2.4 in appropriate alphabetical order to account for the insertion of new section L.

or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: HOLD STREET ACCEPTANCE – HUTTER RIDGE ROAD

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Select Board in accordance with plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Hutter Ridge Road; or take any other action relative thereto

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: *Hutter Ridge Road was constructed by a developer in conformance with the Town's design standards. This article, if accepted, will make Hutter Ridge Road a Public Way.*

ARTICLE X: AMEND GENERAL BY-LAWS – NEEDHAM HOUSING AUTHORITY TERM CYCLE

To see if the Town will vote to amend the General Bylaws by deleting from Section 1.9 (Election of Officers) subsection 1.9.1(m) in its entirety and inserting in its place the following:

- (m) Three members of the Needham Housing Authority for five-year terms, so arranged that the term of not more than one member shall expire each year.

Or take any other action relative thereto.

INSERTED BY:
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: AMEND CHARTER - NEEDHAM HOUSING AUTHORITY TERM CYCLE AND TENANT MEMBER APPOINTMENT

To see if the Town will vote to authorize the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

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

SECTION 1. Chapter 403 of the acts of 1971 is hereby amended by deleting from Section 19, as most recently amended by section 1 of Chapter 341 of the acts of 2018, subsection (viii) and inserting in place thereof the following:

- (viii) 3 members of the Needham Housing Authority for 5-year terms;

SECTION 2. Chapter 403 of the acts of 1971 is hereby amended by striking out Section 20(b), as most recently amended by section 1 of chapter 341 of the acts of 2018, and inserting in place thereof the following:

- (b) The select board shall appoint a town counsel, members of the board of appeals, election officers, registrars of voters, except the town clerk, members of the historic commission, conservation commission, commission on disabilities, the tenant member of the housing authority and, except as

provided in section 19, all other boards, committees and commissions for whom no other method of selection is provided in this charter or by-law.

SECTION 3. This act shall take effect upon passage.

Or take any other action relative thereto.

INSERTED BY:

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE X: INCREASE CONTRIBUTORY RETIREMENT COLA ALLOWANCE

To see if the Town will vote to increase the maximum base upon which the retiree cost of living (COLA) is calculated from \$14,000 per year to \$16,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010; or take any other action relative thereto.

INSERTED BY: Retirement Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The purpose of this article is to increase the base amount upon which the retiree Cost-of-Living Adjustment is paid. MGL, Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010 allows a Contributory Retirement Board, with the approval of Town Meeting, to increase the base amount upon which the Cost-of-Living adjustment paid to retirees is calculated. An increase of the base from \$12,000 to \$14,000 was approved at the 2015 Annual Town Meeting. This action increased the maximum COLA a retiree can receive from \$360 per year to \$420 per year even if his/her pension exceeds \$14,000. Approval of this article will increase the base amount from \$14,000 to \$16,000. The decision to grant a COLA and at what amount is made annually by vote of the Needham Contributory Retirement Board.

ARTICLE 50: OMNIBUS

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

INSERTED BY: Select Board

ARTICLE X: CITIZENS' PETITION - AMEND GENERAL BY-LAWS

To see if the Town will vote to amend the General By-Laws by inserting in Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.14 to read as follows:

“Delivery of Written Material. Any person delivering written material to a residence shall leave such material at least 15 feet from the public way, unless left in a designated, enclosed box suitable for such purpose or if the principal residential structure to which a delivery is being made is located less than 15 feet away from the public way, in which case such material shall be left no more than 5 feet away from the principal structure. The provisions of this by-law do not apply to deliveries by the United States Postal Service. Whoever violates the provisions of this by-law shall be subject to a fine of \$25.00 for each offense.”

And to renumber the remaining existing sections within Article 3 in appropriate numerical order to account for the insertion on the new section.

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 seven days before said meeting.

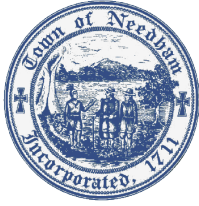
Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 8th day of February 2022.

Matthew D. Borrelli, Chair
Marianne B. Cooley, Vice Chair
Marcus A. Nelson, Clerk
Daniel P. Matthews, Member
Kevin J. Keane, Member

Select Board of Needham

A true copy,
ATTEST _____ 2022
Constable (month) (day)

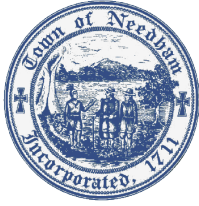


**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 2/22/2022

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: 2/22/2022

Agenda Item	Public Participation in Meetings
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Board will discuss the Public Participation in Meetings Policy adopted in October 2021.	
2.	VOTE REQUIRED BY SELECT BOARD
3.	BACK UP INFORMATION ATTACHED
a. Policy Public Participation in Meetings, October 12,2021	

Select Board

Policy Number:	SB-ADMIN-006
Policy:	Public Participation in Meetings
Date Approved:	October 12, 2021
Date Revised:	
Approved:	 Chair, Select Board

Policy

In accordance with State law, all meetings of the Select Board, its subcommittees, and its advisory committees shall be open to the public, except for Executive Sessions. While the law grants the public the right only to observe public meetings, the Board recognizes that meetings may provide an important opportunity for the Board to hear the viewpoints of residents, business owners, and others who visit our community.

Public Comment Period

The Select Board may provide a period during meetings, generally not to exceed ten minutes, for public statements or comments. This "Public Comment Period" is a forum limited to only comments on subject matters within the scope of the Select Board's authority. Those who wish to speak during the Public Comment Period are encouraged to inform the Office of the Town Manager in advance, by telephone, e-mail, or in person, by the end of the business day prior to the meeting. Such advance notice is not mandatory to speak but is helpful and, during the Public Comment Period, the Chair will recognize first those who have communicated in advance their desire to speak. If time allows, other individuals wishing to speak will be recognized in an order determined at the discretion of the Chair.

Rules for Public Comments

1. All public comments are to be addressed to the Chair.
2. Persons making public comments must identify themselves by name and city or town of residence.
3. Comments may be either oral or written; if written, seven hard copies should be provided for the Select Board, or alternatively, a copy provided by email to selectboard@needhamma.gov two business days before the noticed meeting.
4. Speakers will have three minutes to speak.
5. The Public Comment Period shall be a forum limited only to comments on matters that are within the scope of the Select Board's authority.
6. As the time allotted to public comments is limited, large groups addressing the same topic are encouraged to consolidate their remarks and/or select a single spokesperson.
7. The Chair will not interrupt speakers who have been recognized to speak, except to terminate speech that is not Constitutionally protected because it constitutes a threat, incites others to imminent lawless conduct, is sexually explicit, is in excess of the three minutes

allotted for each speaker, or concerns a matter outside the scope of the Select Board's authority.

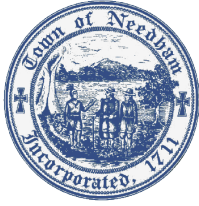
8. The Board shall not be required to respond to any public comments and shall generally refrain from asking questions or commenting on public comments, other than to ask questions of clarification.

Select Board Members' Role in Public Comment Period

The Public Comment Period is not a time for debate or response by Select Board members. Comments made during the Public Comment Period do not necessarily reflect the views or the positions of the Select Board.

Communications to and from Select Board Members

Speaking during the Public Comment Period is only one means of communicating with the members of the Select Board. Members of the public are encouraged to ask questions of or express opinions to the Board by U.S. mail, e-mail, or by phone. Emailing selectboard@needhamma.gov will reach all five members. Whether received through the Public Comment Period or other methods, the Chair may summarize questions and answers of general interest at the start of a future Select Board meeting and/or may include some matters on the agenda of a future meeting. Other matters may be referred to the Town Manager for administrative response.



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

MEETING DATE: 2/22/2022

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Board members may report on the progress and / or activities of their Committee assignments.	
2.	VOTE REQUIRED BY SELECT BOARD
3.	BACK UP INFORMATION ATTACHED
none	



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

MEETING DATE: 2/22/2022

Agenda Item	Executive Session
Presenter(s)	

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	1.) Exception 3: Collective Bargaining (Police & Fire Unions) 2.) Exception 6: Purchase, Exchange, Lease or Value of Real Property
2.	VOTE REQUIRED BY SELECT BOARD
	<u>Exception 3:</u> 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. <u>Exception 6:</u> 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. Not to return to Open Session prior to adjournment
3.	BACK UP INFORMATION ATTACHED
	none

**Town of Needham
Select Board
Minutes for Tuesday, February 8, 2022
Needham Town Hall
Powers Hall
and
Via ZOOM
<https://us02web.zoom.us/j/88070840457>**

6:00 p.m. The public portion of the Select Board meeting of February 8, 2022 was convened by Chair Matthew D. Borrelli. Those present were Daniel P. Matthews, Marianne Cooley, Marcus Nelson (via Zoom), Kevin Keane, and Town Manager Kate Fitzpatrick. Dave Davison, ATM/Finance, Katie King, ATM/Operations, Myles Tucker, Support Services Manager, Kristin Scoble, Administrative Specialist, and Mary Hunt, Recording Secretary were also in attendance.

Public Comment Period:

Diane Blasotto, 9 Richard Road read a prepared statement saying as a nation, county, state, and town, our founding fathers believed in one nation under God. She said there is no mention of God in our homes, schools, or on our streets. She suggested there should be a common ground and if we are all united as one under 'absolute truth' then there would be no diversity. She asked the Select Board to ponder these words.

6:03 p.m. Public Hearing - Eversource Grant of Locations:
Joanne Callender, Eversource Representative (via Zoom) spoke with the Board regarding three Grant of Locations:

1. 59 Winding River Road

Ms. Callender requested permission to install approximately 10 feet of conduit in Winding River Road. She said this work is necessary to provide underground service to 59 Winding River Road, Needham.

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

Motion by Mr. Matthews that the Select Board approve and sign a petition from Eversource Energy to install approximately 10 feet of conduit in Winding River Road.

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

2. 155 Country Way

Ms. Callender requested permission to install approximately 68 feet of conduit in Scott Road. This work is necessary to provide underground service to 155 Country Way, Needham.

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

Motion by Mr. Matthews that the Select Board approve and sign a petition from Eversource Energy to install approximately 68 feet of conduit in Scott Road.

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

3. 86 Plymouth Road

Ms. Callender requested permission to install approximately 16 feet of conduit in Plymouth Road. This work is necessary to provide underground service to 86 Plymouth Road, Needham.

Ms. Fitzpatrick indicated work was performed prior to receiving approval from the Select Board. She said Patrick Stern, the homeowner, is in attendance.

Mr. Stern explained the situation, stating he was unaware of the required steps and that the licensed contractor he hired is no longer working on the project.

Discussion ensued on the current status of the project, the hiring of an electrician and a new general contractor.

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

Ms. Fitzpatrick recommended approval pending the hiring of a new electrician and receiving a new electrical permit from the building department.

Mr. Matthews recommended the Town Manager hold the order, then sign it after contingencies are achieved.

Mr. Borrelli asked for a project update in a couple of weeks. Mr. Stern agreed.

Motion by Mr. Matthews that the Select Board approve and sign a petition from Eversource Energy to install approximately 16 feet of conduit in Plymouth Road, contingent on the homeowner hiring an electrician, a new electrical permit being issued, and relevant underground work completed to the satisfaction of the Town.

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

Mr. Borrelli reiterated to Mr. Stern if a licensed electrician is hired, a new electrical permit is pulled, and everything is inspected to the satisfaction of the building department, then he will not need to come before the Select Board again. He said the work order will be held and once signed off, it will be released for work to proceed.

6:24 p.m.

Town Manager:

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

1. Close Annual Town Meeting Warrant

Ms. Fitzpatrick reviewed the draft of the Annual Town Meeting warrant, particularly items that are not routine including collective bargaining warrant articles, financial warrant articles, zoning board warrant articles, and community preservation warrant articles, and others. She asked the Select Board to vote to close the warrant and to let her know if they would like presentations on any of the articles.

Motion by Mr. Nelson that the Board vote to close the warrant for the 2022 Annual Town Meeting subject to minor technical corrections to be made by the Town Manager, Town Counsel and Bond Counsel.

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

6:28 p.m.

Appointments and Consent Agenda:

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

APPOINTMENTS: No Appointments were made at this meeting.

CONSENT AGENDA *=Backup attached

- 1.* Approve minutes of January 25, 2022 (open session)**
- 2. Accept the following donation made to Youth & Family Services: \$100 donation from Andrew & Elizabeth Alperstein (100 Women of Needham) for the Crisis Donation Fund.**
- 3. Accept the following donation made to Youth & Family Services: \$100 donation from Andrew & Deborah Feldman (100 Women of Needham) for the Crisis Donation Fund.**
- 4.* Approve and sign Water & Sewer Abatement #1318**
- 5.* Approve the schedule of penalties for alcohol compliance check failures for the following license holders: Innovative Distributing Concepts, LLC d/b/a Bin Ends, Henry Hospitality Inc. d/b/a The James, Sol Soul Family Foods LLC. d/b/a Hearth Pizzeria, Pancho's Taqueria Needham, LLC d/b/a Pancho's Taqueria, Capella LLC d/b/a Cappella, Fu Yuan, Inc. d/b/a Fuji Steak House, New Garden Inc., d/b/a New Garden Restaurant, TDRG Needham, Inc. d/b/a Cook Needham, & Zucchini Gold, LLC d/b/a The Rice Barn.**
- 6.* Approve and sign the integrated collective bargaining agreement between the Town and the Needham Police Union for FY2020 & FY2021.**
- 7* Support Youth & Family Services' "Needham Unplugged" for the month of March 2022 including its annual no-meeting night/no-homework night which will be held on Thursday, March 10, 2021.**
- 8.* Approve a request from Jessica Rice race coordinator from the Jog Your Memory 5K Run to hold a race in Needham. The event is scheduled for Sunday, September 18, 2022. The event and route have been approved by the following departments: Fire, Police, DPW, Park & Recreation.**

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

2. Initial American Rescue Plan Act Funding Reallocation Proposal

Ms. Fitzpatrick updated the Board on the purchase of COVID test kits and N95/KN95 masks. She recommended that the Select Board expand the proposal to approve the allocation of up to 500 test kits for residents of limited means and those in high-risk groups.

Discussion ensued on the possibility of receiving kits from the state of Massachusetts.

Motion by Mr. Keane that the Select Board vote to approve a reallocation of American Rescue Plan Funding to provide for the acquisition of at-home COVID-19 testing kits for staff and students and to approve the allocation of up to 500 test kits for residents of limited means and those in high-risk groups. Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

3. Town Manager Report

Ms. Fitzpatrick reported the Public Health Department received a \$50,000 grant from the MetroWest Health Foundation to support the rental and operation of an Abbott ID Now rapid test machine to test for COVID-19 and other respiratory infections. She said the Town is fortunate to have received the grant.

Ms. Fitzpatrick reminded the Board that the relaxed outdoor dining rules will expire April 1 unless the legislature takes action, which she said may happen. She commented that last week the Planning Board approved an application from the Town to allow for outdoor dining on the Town's parking lots. She encouraged restaurants to get applications in as early as possible.

Ms. Fitzpatrick reported 3,000 subscribers to the "News You Needham" newsletter. She encouraged folks to sign up to receive the newsletter.

6:37 p.m. Board Discussion:

1. Massachusetts Department of Housing and Community Development/MBTA Draft Multifamily Zoning Guidelines

Mr. Matthews said the matter, although mainly in the work area of one committee, is likely to have substantial public policy discussion in the state in the coming weeks. He commented an effort must be made to make sure that people interested in affordable housing issues in the Commonwealth know about the discussions. He commented he and Mr. Nelson serve on the housing working group focusing on options to improve the range of moderately priced housing available in Needham. Discussion ensued on the Economic Development Act passed by the legislature and signed by the governor in 2019 encouraging multi-family housing near MBTA stations. He said, although the regulations are in draft form, they are a priority of the governor's administration. Mr. Matthews outlined the regulations and zoning as it relates to Needham. He said the issue is complicated and that the regional supply and demand imbalance causes housing prices to go up every year, more than

the cost of living. He said the effort must be a regional one, and although the regulations are imperfect, they are a “good faith” effort to address a serious regional housing issue. Mr. Matthews said he hopes Needham can find a way to work constructively and encourage surrounding communities to do the same. He encouraged anyone interested in the topic to look at the housing working group’s website to view the draft regulations.

Discussion ensued on zoning, density, and the draft regulations.

Ms. Cooley said the draft regulations fundamentally change the way the Town has been thinking about affordable housing. She said she hopes the working group can take into account the change and to start thinking about the new approach. She commented Needham has worked very hard with the rules that previously existed, contributing significantly to the expansion of housing in the region. She said Needham is being asked to do more under the new plan and will require input from citizens.

Mr. Borrelli suggested a long-term strategy may include working with a consultant.

2. Committee Reports

Ms. Cooley reported she continues working on the climate action committee and will present recommendations to the Select Board tomorrow, with appointments to be made at the next Select Board meeting.

Mr. Borrelli reported on the number of liquor license violations over the last couple months, as listed in the Consent Agenda. He said meetings have been held with the license holders who had an opportunity to explain what happened, culminating in a one-days suspension of the license for some applicants. He said a public hearing will be held with the Residence Inn regarding numerous violations.

Ms. Cooley said she is encouraged that more businesses are moving toward technology solutions to help them with reading a license. She asked residents to continue patronizing all of the restaurants.

3. Carter Mill Project Discussion

Mr. Borrelli recused himself from discussions for this evening and asked Ms. Cooley to take the gavel to continue the meeting. Mr. Borrelli left the meeting.

The Board discussed revisions to the plans for the Carter Mill Project. Ms. Cooley commented that when Town Meeting voted on changes to zoning last spring, it did so on the basis of the project as presented to the Town which included memory care, assisted living, and independent living with an affordable housing component. She said the Town was very excited for the project. However, she said the new proposal eliminated the independent living component. Ms. Cooley said it will be important for the Select Board to provide feedback to the Planning Board before they make any final decisions or recommendations to the developer.

Mr. Nelson said he watched the meeting, noting he heard there is “no way” to include the three components. He said having the affordable housing component is something the Select Board, Planning Board, and Town were all excited about. He said more work must be done to have the affordable housing component piece of the project.

Mr. Keane said there is no public good in the plan and Needham gets nothing as a community. He said he agrees with the Planning Board, and Town Meeting voted on the project based on both the affordable and senior housing components.

Mr. Matthews said he shares the disappointment. He noted the primary jurisdiction for this project is the Planning Board. He said it is a private developer and the Town cannot make them do one thing or another. Mr. Matthews said three years of work has already been spent. He commented removing the independent living component devalues the deal, as zoning was done specifically for the new property owner. He suggested Town Meeting members and residents watch the Planning Board’s recent meeting on February 1, 2022 (starting at minute 40, ending at minute 156) on the Town’s website. He said it is important to have the property back in use and that the legitimate expectations of the Town are met. He said the Select Board must work and support the Planning Board’s efforts.

The Board agreed and asked the Town Manager to write a letter to the Planning Board expressing the Select Board’s concerns and opinion.

7:05 p.m.

Adjourn:

Motion by Mr. Nelson that the Select Board vote to adjourn the Select Board meeting of Tuesday, February 8, 2022.

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

The next Select Board meeting is scheduled for Tuesday, February 22, 2022.

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

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

Alcoholic License Suspension Agreement and Waiver

This agreement is entered into by and between the Select Board of the Town of Needham (Licensor) and New Garden Inc., d/b/a New Garden Restaurant (Licensee).

Whereas the Select Board of the Town of Needham is the licensing authority under the provisions of M.G.L., Ch. 138; and

Whereas Licensee is the holder of a license issued to sell and deliver alcoholic beverages issued by the Licensor under the provision of Ch. 138; and

Whereas on December 1st, 2021 a minor was served an alcoholic beverage in violation of Ch. 138, section 34; and

Whereas the Licensor is desirous of penalizing the Licensee for this offence;

Be it agreed as follows;

1. The Licensee shall surrender its license for one day, on **28 February, 2022**, and shall not deliver, serve, or sell any alcoholic beverages on that day.
2. The Licensee is aware of its right to a hearing before the Licensor prior to any disciplinary action being taken by the Licensor that affects such license and the Licensee freely waives its rights to such a hearing.
3. The Licensee is aware of its right to appeal any disciplinary action taken by the Licensor that affects such license to the Alcoholic Beverage Control Commission of the Commonwealth of Massachusetts or the courts and the Licensee freely waives its rights to such an appeal.
4. The Licensee acknowledges it has had the opportunity to seek the advice of legal counsel prior to signing this agreement.

Licensee/Date

2/7/22

Select Board Chair/Date

Updated via email correspondence 2/14/22



NEEDHAM YOUTH & FAMILY SERVICES

1471 Highland Avenue - Town Hall
Needham, MA 02492
Phone: 781-455-7500 Fax: 781-453-2522
Needhamyouth@needhamma.gov
www.needhamma.gov/youth

February 16, 2022

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

Dear Chair Matthew Borrelli, Vice Chair Marianne Cooley, and Select Board Members,

As you know, this coming March, Needham Youth & Family Services will be continuing a project entitled "Needham Unplugged." In short, Needham Unplugged is an awareness campaign and a reminder that there is more to life than what is on the other side of a plug.

As in past years, the 2022 version of Needham Unplugged includes a NO Homework Night for Needham Public School students, and, I had previously asked the Select Board and other Town of Needham Boards/Committees, to support this special day by not scheduling any meetings on March 10th. Unfortunately, there were some meetings scheduled for this night that could not be changed so we are requesting that this night be changed to Friday, March 11th. We hope to continue this important day as it reminds all of us that we need to pause and focus on connection and the important relationships in our lives.

Thank you in advance for your attention to this matter, and I look forward to hearing from you.

Sincerely,

Sara Shine, Director
Youth & Family Services

Cc: Kate Fitzpatrick, Town Manager



Town of Needham, Massachusetts
Road Event Form

2022 JAN 25 A 11:27

INTERNAL USE ONLY

☐ DPW ☐ Police
☐ Fire ☐ OTM
☐ Park & Rec
☐ PFD ☐ Paid

TYPE OF EVENT: (check all that apply)

☐ RUN ☒ WALK ☐ BICYCLE ☐ MOTORCYCLE

Name of Event:

NEEDHAM 2 ARLINGTON

Name of Organization:

PARK & REC.

Event Date(s) and Rain Date if requesting:

SATURDAY
APRIL 9, 2022

Earliest Time Expected in Needham:

8:00 AM CHECK-IN

9:00 AM START

Latest Time Expected in Needham:

~ 4:30 PM return to NEEDHAM
(by bus)

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

If yes, name of Town and date:

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

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

Organization Mailing Address:

PARK & REC.
178 ROSEMARY ST., NEE., MA 02494

Organization

☒ is
Not-for-Profit

Organization Billing Address (if Police Detail is required):

PARK & REC.
178 ROSEMARY ST. NEE., MA 02494

Primary Contact:

STACEY MULROY

Contact Title:

DIRECTOR OF PARK & REC.

Contact Address:

ROSEMARY RECREATION COMPLEX
178 ROSEMARY ST., NEEDHAM, MA 02494

Contact Phone (Day):

781-455-7930 x230

Contact Phone (Cell):

781-589-0960

Contact Email:

SMULROY@NEEDHAMMA.GOV

Number of Expected Participants:

N50

Number of Expected Spectators at Peak

Time: N10

Are participants charged a fee?

☒ YES ☐ NO

Estimated Number of Vehicles:

2-3

What type of Parking is required:

OFF STREET

Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked:

PARTICIPANTS WILL PARK EITHER AT P&R ON ROSEMARY STREET, OR AT DWIGHT ON CENTRAL AVE.

Are event organizers available to meet with members of the Town to plan event?

☒ YES ☐ NO

Do event organizers foresee the need for any road closures (subject to police review)? ☐ YES ☒ NO

What will be done in case of inclement weather?

PARTICIPANTS WILL GET WET. EVENT IS RAIN OR SHINE.

Will neighborhoods be impacted by parking and traffic?

NO

What activities are planned for the start of the race (if in Needham)?

CHECK IN, OPENING REMARKS, OFFICIAL START OF WALK.

What activities are planned for the end of the race (if in Needham)?

NONE. PARTICIPANTS SHOULD EXIT BUSES, AND GO HOME TO SLEEP.

What facilities are needed for the start of the race (if in Needham)?

TOWNSEND GREEN

What facilities are needed for the end of the race (if in Needham)?

PARTICIPANTS WILL RETURN BY BUS EITHER TO P&R OR DWIGHT.

Once the event begins, how long will it take to complete the event?

6-7 HOURS

Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?

MINIMAL SIGNAGE AT START
SIGNAGE ALONG ROUTE

Will volunteers be placed along the route?

YES

Will you be using a sound system? (includes music) If yes, please describe where and when it will be used.

HAND HELD MEGAPHONE.
THERE WILL BE A STARTER DRUM

Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)

NO. NOT IN NEEDHAM

Will portable toilets be used? List locations.

NO

Will hydration stops be set up along route? If yes, please include these on route plan.

YES, IN NEWTON, WATERTOWN
AND BELMONT

If the event takes place after dark, what is the plan to meet lighting needs?

NA

What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?

PLAN TO BE DEVELOPED

Does the event take place during commuter times?

NO

Is school in session during the event? Will school drop off or pick up be impacted by the event?

NO

Are businesses open during the time of the event?

YES

Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)

PARTICIPANTS WILL WALK PAST
VOLANTE FARM

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

NO

What is the plan to handle trash?

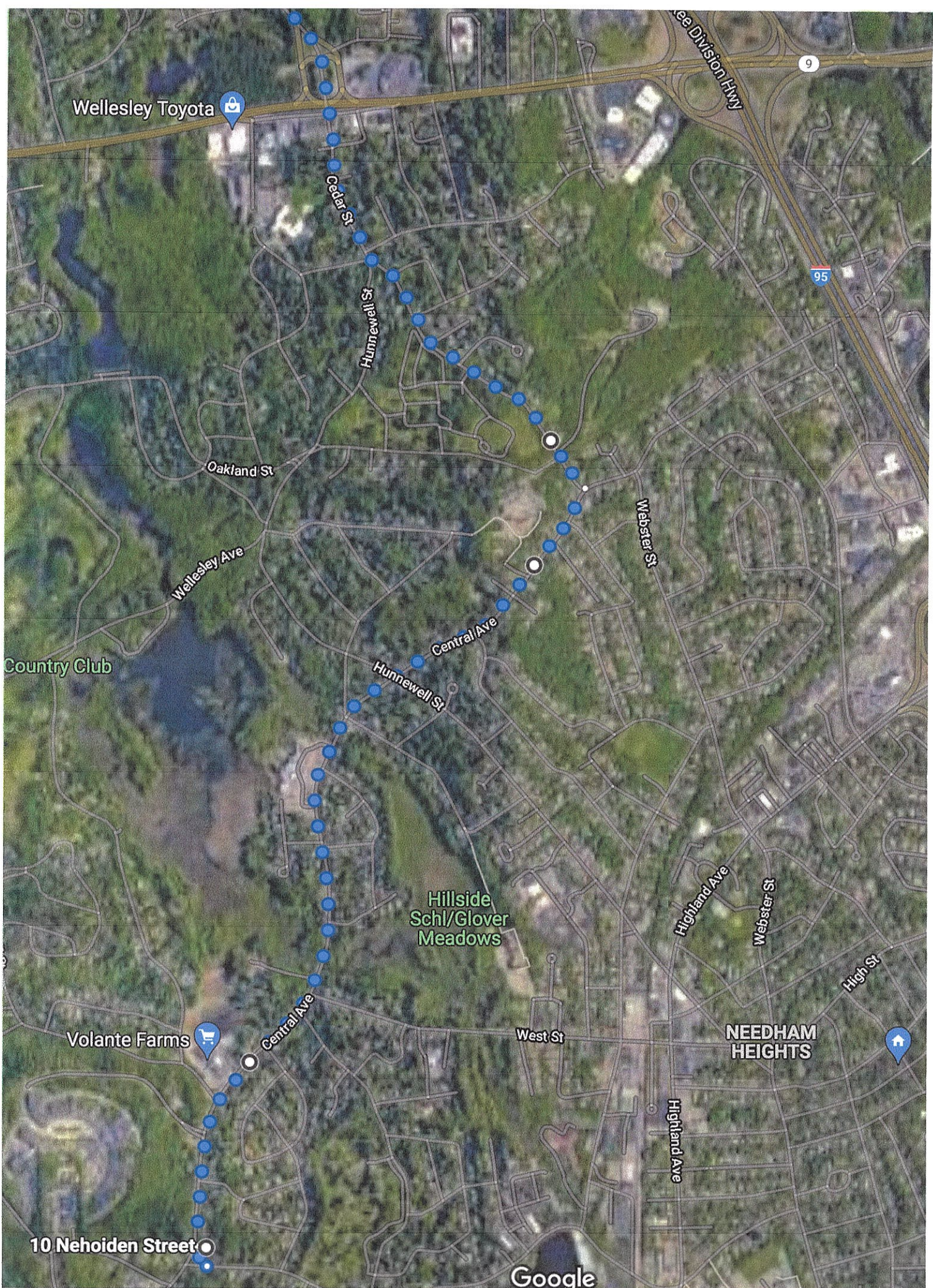
NO TRASH IN NEEDHAM

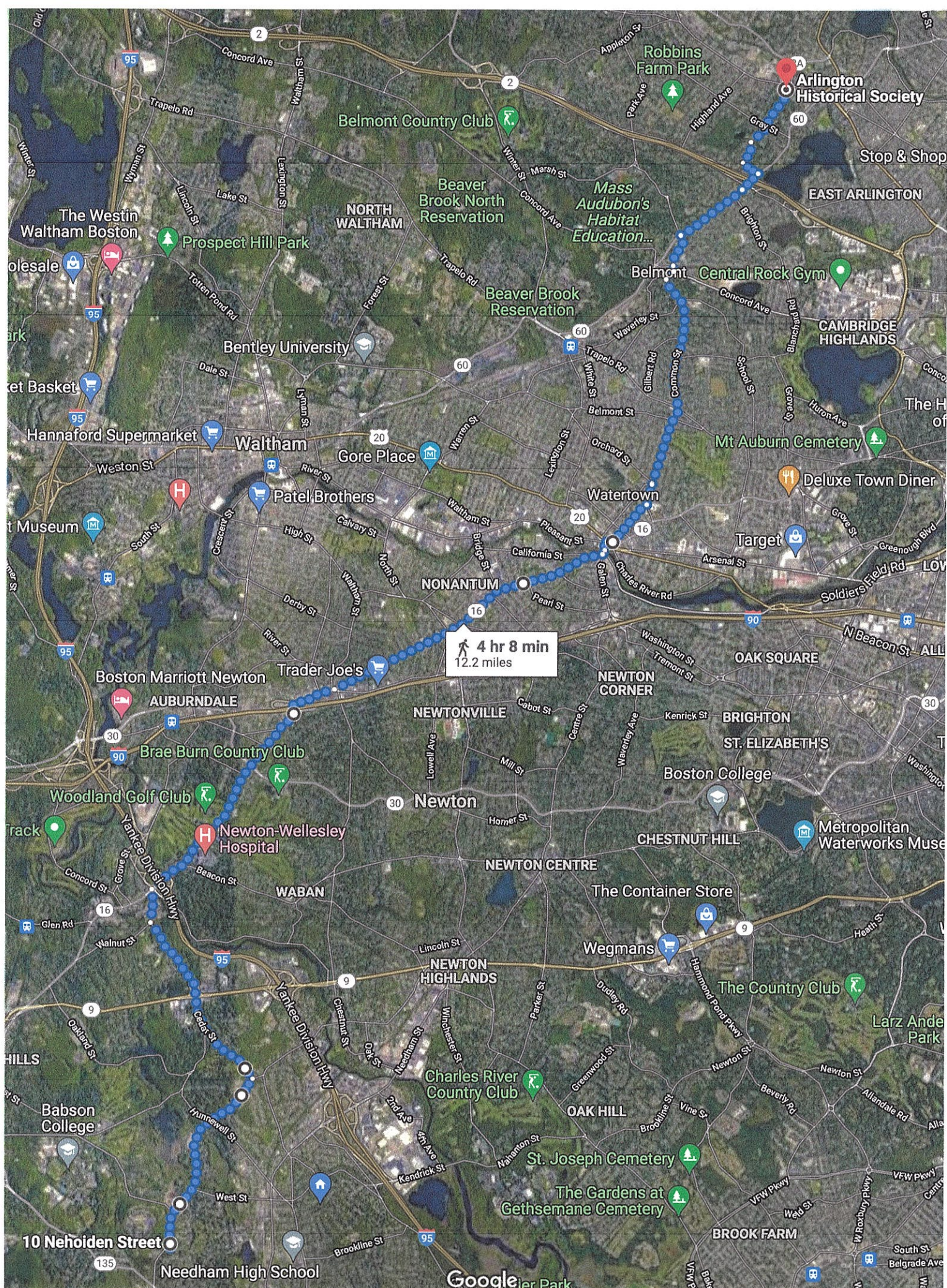
Please return the completed application and attachments to the Office of the Town Manager, Needham Town Hall, 1471 Highland Avenue, Needham, MA 02492:

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

PLEASE NOTE:

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





CH # 1704 PA \$25.00 2.16.22



TYPE OF EVENT: (check all that apply) ☐ RUN ☒ WALK ☐ BICYCLE	
Name of Event: Opening Day Parade	Name of Organization: Needham Baseball and Softball
Organization Mailing Address: Needham Baseball & Softball PO Box 920498 Needham, MA 02492	Organization ☒ is Not-for-Profit
Primary Contact: Melissa Lassonde	Contact Title: Director of Special Events
Contact Address: 165 Maple Street, Needham, MA 02492	
Contact Phone (Day): same	Contact Phone (Cell): 781-664-8668
Contact Email: MGLasso2009@gmail.com	
Event Date(s): May 1, 2022	Date Expected to be in Needham: Same
Earliest Time Expected in Needham: 7:30 AM pictures at Greene's 10:30 AM parade participants arrive 11 AM parade begins	Latest Time Expected in Needham: 12 PM
Number of Expected Participants: 1000	Number of Expected Spectators at Peak Time: 1000
Are participants charged a fee? ☐ YES ☒ NO	
Estimated Number of Vehicles: 1 firetruck	What type of Parking is needed: none - De Fazio lot will be used

Are event organizers available to meet with members of the Town to plan event? Yes	
What will be done in case of inclement weather? Canceled	
Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked: Most people are dropped off at Greene's Field and Park at DeFazio Park where the parade ends.	
Will neighborhoods be impacted by parking and traffic? The route will be closed by police during the parade.	
What activities are planned for the start of the race (if in Needham)? None	
What activities are planned for the end of the race (if in Needham)? Opening Day festivities at DeFazio as approved by Park and Rec	
What facilities are needed for the start of the race (if in Needham)? None	
What facilities are needed for the end of the race (if in Needham)? DeFazio Pavillion - Small Field	
Once the event begins, how long will it take to complete the event? 1 hour	
Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?	No
Will volunteers be placed along the route?	They walk in the parade with kids
Will you be using a sound system? (includes music) If yes, please describe where and when it will be used.	No

Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)	No
Will portable toilets be used? List locations	No

Will hydration stops be set up along route? If yes, please include these on route plan.	No
If the event takes place after dark, what is the plan to meet lighting needs?	No
What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?	The firetruck will accompany the parade.
Does the event take place during commuter times?	No
Is school in session during the event? Will school drop of or pick up be impacted by the event?	No
Are businesses open during the time of the event?	Not along route
Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)	No
Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event?	Yes, two although they will not be needing to exit while the parade is passing them by.
What is the plan to handle trash?	Trash is not expected.

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

- ***event route map (include map and text route, parking plan, volunteer placement) •***
- application fee***
- ***certificate of insurance***



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/29/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sumner & Toner Insurance Agency Inc 813 Williams St Longmeadow MA 01106	CONTACT NAME: Bridget Robare PHONE (A/C, No, Ext): (413) 567-1051 E-MAIL: brobare@sumner-toner.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Insurance Company INSURER B: Special Markets Insurance INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): (413) 567-2151 NAIC #
INSURED Needham Baseball and Softball 44 Longacre Ave Needham MA 02492		

COVERAGES

CERTIFICATE NUMBER: CL1551504498

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSD: WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		PHPK1337848	6/29/2015	6/29/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 Abuse and Molestation \$ 100,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS		PHPK1337848	6/29/2015	6/29/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$	☐ OCCUR ☐ CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Sexual Abuse		21-072033-15	7/2/2015	7/2/2016	Each Occurrence \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Directors & Officers E & O \$1,000,000

This coverage covers all baseball and softball participants.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

W Sumner III/ROBARE

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	A	B	C	D	E	F	G
1	Bus Name	Bus Owner (Name)	Bus Physical Address	Amount Requested	Bus Type	Brief Description of how grant will be used	Funding Recommendation
2	Latina Kitchen and Bar	Antonio De Trizio	30 Dedham Ave.	\$10,000	restaurant	Operating costs. Offset payroll and benefits costs or expenses related to retraining or hiring/training employees, mortgage, rent, utilities and inventory	\$ 10,000
3	Needham Bowlaway LLC	Zach & Taryn Sundberg	16 Chestnut St.	\$10,000	bowling alley	Rent and payroll	\$ 10,000
4	Mandarin Cuisine	Joan Low	238 Highland Ave.	\$5,000	restaurant	End-of-year-bonuses for employees who continued working throughout the COVID period	\$ 5,000
5	Capella LLC	Robert Picardi	45 Chapel St.	\$10,000	restaurant	Payroll	\$ 10,000
6	FitFuture/Koko Fit Club	Paul Romeo	850 Highland Ave.	\$10,000	health club/gym	Help cover payroll expenses so we can keep our staff employed as well as cover rent	\$ 10,000
7	Simon & Sons	Paul Simon	679 Highland Ave.	\$10,000	clothing/retail	Operating costs specifically the mortgages on the building	\$ 10,000
8	Robert M. Burton DMD	Robert M. Burton	56 Kearney Rd.	\$10,000	dentist	Repay past due office lease, utilities, provide more hours for employees	\$ 10,000
9	barre 3	Liz Hay	996 Great Plain Ave.	\$10,000	health club/gym	Payroll and rent	\$ 10,000
10	Beauty Muse, Inc.	Dana C. Thomases	117 Chapel St.	\$10,000	retail	Hire, train and provide equipment for an additional skin therapist - unable to do so because of Covid.	\$ 10,000
11	Needham Press	Needham Press	218 Chestnut St.	\$10,000	printing	Health insurance, rent, utilities	\$ 10,000
12	Boston Event Guide	Jeff Popkin	475 Hillside Ave.	\$2,500, \$5,000, \$10,000	online directory	Digital adaptation - improve and redevelop our website. Operating costs - offset payroll and benefits costs as well as for mortgage, rent, utilities, and inventory	\$ 10,000
13	That's Sew It	Thomas S. Clancy	183 Dedham Ave.	\$2,500, \$5,000, \$10,000	custom embroidery	Update software for creating online store, operating costs, electric, internet	\$ 10,000
14	One Nation Fitness	Juan Carlos Del Real	10 Charles St.	\$10,000	health club/gym	These funds will go toward operating costs - to offset payroll expenses related to retaining and hiring/training employees, as well as rent. We will also use it for regular cleaning of equipment, and improve our gym layout to safely distance individuals taking classes in our facility. This is especially important for our middle school and teen classes.	\$ 10,000
15	Treat Cupcake Bar	David LaLiberte	1450 Highland Ave.	\$5,000	restaurant	4 FT employees get \$500 pandemic bonus (they have been with Treat throughout the pandemic). These same employees will get another \$500 pandemic bonus if they stay with Treat for at least 12 more weeks. \$4ktotal for employee pandemic bonuses. PPE for employees and customers	\$ 5,000

	A	B	C	D	E	F	G
16	Poet King Restaurant Group/Hungry Coyote	Matt Saiia	1185 Highland Ave.	\$2,500, \$5,000, \$10,000	restaurant	We will use the grant for training our employees and give them bonuses. It will be a great help with the restaurant's overall progress for the future.	\$ 10,000
17	K. Powers & Co.	Kathleen Powers	16 Charles St.	\$10,000	carpeting/retail	The grant would be used for the following eligible expenses: 1. Recruit, hire and professionally train an additional sales consultant 2. Pay existing employees an incentive as outlined in the grant program 3. Purchase a commercial air purifier for the store as part of our Covid protection plan.	\$ 10,000
18	Markman Speaker Management LLC	Steve Markman	20 Chestnut St., Suite 3	\$10,000	specialized services	Operating Costs: grant will be used to pay monthly rent and utilities. Digital Adaptation: will need to update and redesign my website to adapt to adverse changes in the conference business caused by the pandemic; will need to hire an independent web developer to do this work.	\$ 10,000
19	Pancho's Taqueria	Carlos Chavira	1450 Highland Ave.	\$10,000	restaurant	Payroll	\$ 10,000
20	Brothers Pizza	Demosthenes Piazentinis	201 Reservoir St	\$10,000	restaurant	Payroll	\$ 10,000
21	Proud Mary	Eileen Baker	1024 Great Plain Ave.	\$5,000	retail	COVID prevention: An air filtration system and filters for our location, hand sanitizer, disposable masks, anti-bacterial wipes and surface cleaners, rapid tests To offset part of operating costs during forecasted slow months, i.e. rent, utilities. etc. To upgrade digital platforms in order to sustain increased online ordering during forecasted slow months, i.e sell through Instagram, upgrade website and increase advertising to boost visibility	\$ 5,000
22	Cook	Paul Turano	109 Chapel St.	\$10,000	restaurant	Rent	\$ 10,000
23	Hearth Pizzeria	Robert Craig	974 Great Plain Ave.	\$10,000	restaurant	We will use the grant money to continue to offset extremely high raw material costs due to COVID related escalations as well as offset the costs of outdoor dining expansion.	\$ 10,000
24	Fresco	Emmanuel Belibasakis	35 Chapel St.	\$10,000	restaurant	This grant will assist in updating the computer system to touches and online ordering. Pay backpay in rent, hire more staff and enhance outdoor seating	\$ 10,000
25	Laura B. Glicksman, MS, DMD, PC	Laura B. Glicksman	119 Chestnut St.	\$5,000, \$10,000	orthodontist	Job Incentive Programs: It is very difficult, in this business climate, to hire and retain qualified and licensed employees. Part of this grant would be used to provide bonuses to loyal employees and to attract a much needed additional team member. Covid Prevention: Part of this grant would be used to purchase additional PPE to continue to be able to treat our patients safely. Operating Costs: Inventory costs, as well as rent and utilities continue to rise. We are facing some shortages due to supply chain problems which lead to increased costs.	\$ 10,000

	A	B	C	D	E	F	G
						The need for relief focuses on all areas of the business. On the brick-and-mortar retail operations, we are struggling to retain limited employees at competitive wages, it is very difficult to stock sufficient inventory due to supply chain constraints, and our important bicycle training service operations remain closed. Supply chain disruption in the bicycle industry is severe. A portion of any relief funds received will be used to create an ecommerce functionality. A second portion of relief funds will be used to re-invent our bicycle training services in a more Covid safe environment. The third use of relief funds will be expenditures on staff wages/payroll.	
26	Fast Splits	David J. Nerrow	77 Charles St.	\$10,000	retail bicycle sales & service; coach indoor cycling services		\$ 10,000
27	Sweet Tomatoes Pizza	Hedy Jarras	320 Chestnut St.	\$5,000	restaurant	Bonuses for staff that has been loyal throughout the pandemic	\$ 5,000
28	French Press Bakery & Café	Jay Spencer	74 Chapel St.	\$10,000	restaurant	Covid Prevention, outdoor dining, operations costs, rent	\$ 10,000
29	Doris Couture Design	Elvira Martino-Thano	99 Chapel St.	\$5,000, \$10,000	tailor shop	Purchase new equipment, offseting payroll and expenses related to retaining or hiring/training employees, rent and utilities.	\$ 10,000
30							
31						Total Grant Funding Recommendation	\$ 260,000



The Revitalization Trust Fund

Needham Community

02/16/2022

**"It is only through reaching out,
that we are drawn together"™**

To: Kate Fitzpatrick-Town Manager
Needham Board Of Selectmen

From: Paul Good-Chair
The Revitalization Trust Fund (NCRTF)

Re: Request for Approval of Banner

Dear Kate and the Board of Selectmen,

The Revitalization Trust Fund is requesting permission from the Town for acceptance of the following banner for use within the NCRTF/Chapel Street Banner Showcase Display program.

The Community Council Banner –

Purpose: To raise awareness of the great work the Needham Community Council does and encourage continued public support and participation.

This banner display has been reviewed and approved by the NCRTF and awaits your review.

The 5 banners are scheduled to run periodically on Chapel Street.

Each banner has the same themed image on both sides.

The Chapel Street Banner Showcase program was developed to allow Needham non/not for profit organizations to affordably create greater public awareness of their work and events, as they serve Needham and beyond.

This program is managed by the NCRTF in conjunction with the Town Of Needham.

Thank you for your consideration.

Sincerely,

Paul A. Good
Founder/Chair
The Revitalization Trust Fund (NCRTF)
781-718-5552

NEEDHAM



COMMUNITY COUNCIL

**"PEOPLE
HELPING
PEOPLE"**