

BOARD OF SELECTMEN
September 13, 2011
Needham Public Services Administration Building
Revised Agenda

	6:45	Informal Meeting with Citizens
1.	7:00	9/11 Observance
2.	7:00	Public Hearing- NSTAR Brookline Street
3.	7:05	Introduce Fire Lieutenant James Piersiak <ul style="list-style-type: none"> • Fire Chief Paul Buckley
4.	7:10	Historical Inventory <ul style="list-style-type: none"> • Richard Hardy, Chair, Historical Commission
5.	7:15	Town Manager <ul style="list-style-type: none"> • Open November 2011 Special Town Meeting Warrant • Accept and Refer Zoning Proposal • Sustainable Community Consortia • City of Boston Hazmat Route • Town Hall Project Update • FY 2013 Budget Consultation
6.	7:45	Board Discussion <ul style="list-style-type: none"> • MPO Election • Committee Reports
7.	8:00	Executive Session (Exception 3 and Exception 2)

APPOINTMENTS

1.	Cable Television Advisory Committee	Peter Hess (6/30/2014)
2.	Human Rights Committee	Marlene Schultz (6/30/2014)
3.	Technology Advisory Committee	Kenneth Freundlich (6/30/2013) Clifford Hayden (6/30/2013)
4.	Traffic Management Advisory Committee	Mark Rosen (6/30/2013)

CONSENT AGENDA *=Backup attached

1.*	Approve One Day Special Wines & Malt Beverages Only license for David E. Drake of Needham Cares, Inc. to hold its Needham Cares 3 rd Annual Barbeque from 7:00pm to 11:00pm on Saturday, September 24, 2011 at the Needham Historical Society, 1147 Central Avenue, Needham.
2.	Approve request from the Needham Youth Commission to declare Thursday, March 15, 2012 as Needham Unplugged.
3.	Accept donation made to the Needham Community Revitalization Trust Fund from the following residents: Holly & Bruce Johnstone- \$ 500.
4.*	Approve One Day Special All Alcoholic Beverages license for Ed Davis of St. Sebastian's School to hold its Alumni Dinner from 6:00pm to 10:00pm on Thursday, October 6, 2011 in Ward Hall at St. Sebastian's School, 1191 Greendale Avenue, Needham.

5.	Withdraw license previously approved by the Board of Selectmen for a 1,000 gallon fuel underground storage tank at 126 Jarvis Circle submitted by Heavner Construction.					
6.	Approve free parking at all the meters downtown for the Needham Business Association's Harvest Fair on October 1, 2011.					
7.*	Water & Sewer Abatement Order No. 1130					
8.						
9.	Grant Permission for the following residents to hold a block party:					
	Name	Address	Party Location	Date	Rain Date	Time
	Abby Alford	70 Whitman Road	Whitman Road	9/10/2011	n/a	3:30pm-5:00pm
	Kelly Allen	103 Sylvan Road	Harding Road	9/10/2011	n/a	3:00pm-7:30pm
	Stephanie Arendell	41 Kimball St.	Corner of Grant and Kimball St.	9/10/2011	9/11/2011	3:00pm-6:30pm
	Carolyn Bickford	14 Gordon Road	Gordon Road	9/10/2011	09/17/2011	3:00pm-7:00pm
	Carrie Bush	62 Prince Street	Prince Street	9/10/2011	n/a	3:00pm-6:00pm
	Carolyn Leskanic	40 Wildwood Dr	End of Webster where it meets Fox Hill up until 40 Wildwood	9/18/2011	9/25/2011	3:00pm-7:00pm
	David Crispi	76 Kingsbury Street	Pickering Street between Kingsbury and May	9/10/2011	9/11/2011	3:00pm-7:00pm
	Diane DerMarderosian	26 Greenwood Ave.	Greenwood Avenue	9/10/2011		12:00pm-6:00pm
	Laura Fields	55 Nardone Road	Julia Road-blocking one end at Nardone and the other at Bess Road	9/10/2011		2:30pm-6:00pm
	David Harris	94 Cynthia Road	Wildale Circle	9/10/2011		3:00pm-6:00pm
	Marnie Kaufman	60 Savoy Road	Savoy Road	9/10/2011		3:00pm-7:00pm
	Amy Kennedy	76 Old Farm Road	Old Farm Road	9/10/2011		3:00pm-7:00pm
	Angela Ledbury	17 Paul Revere Road	Paul Revere Road	9/10/2011		4:00pm-7:00pm
	Betty Lee	34 Highland Court	Highland Court	9/10/2011		3:00pm-5:30pm
	Sylvia Lewinstein	105 High Street	Bennington Street	9/17/2011		4:00pm-8:00pm
	Lisa Lewis	74 Canterbury Lane	Canterbury Lane	9/10/2011	9/11/2011	3:00pm-6:30pm
	Allegra Lowitt	68 Brewster Drive	Brewster Drive	9/10/2011	9/11/2011	4:30pm-6:30pm
	Laura McGovern	43 Newell Avenue	Elizabeth Circle	9/10/2011	09/11/2011	3:00pm-6:30pm
	Michaela McMahon Popeo	75 Eaton Road	Eaton Road	9/10/2011		4:00pm-7:00pm

Julie Middleton	74 Henderson Street	Henderson Street/Miller St.	9/10/2011	9/11/2011	3:00pm-10:00pm
Michael Normile	5 Larkspur Lane	Larkspur Lane	9/10/2011	09/11/2011	4:00pm-7:00pm
Brian Quist	23 Wilshire Park	Wilshire Park	9/10/2011		3:00pm-6:30pm
Tanya Rogers	215 Garden Street	Garden Street	9/10/2011		4:00pm-6:00pm
Joan Sullivan	256 Brookline Street	Holmes Street	9/10/2011		3:00pm-6:00pm
Claudette Shea	107 Grosvenor Rd	Grosvenor Rd	9/10/11	9/17/11 changed from 9/11/11	3:00pm-7:00pm
Jessica Srinivas	93 Hillside Ave	Pinegrove-Greenough-Avery	9/10/11		4:00pm-8:00pm
Barbara Suarez	201 Tower Ave	Lindbergh Ave between Tower Ave and Paul Revere Rd	9/10/11	9/11/11	4:00pm-8:00pm
Toni Ann Simmons	102 Manning St	Manning & Homestead intersection	9/10/11		5:00pm-7:00pm
John & Ting Sherry	130 Birds Hill Ave	Birds Hill & Thornton Rd	9/10/11	9/11/11	4:30pm-6:30pm
Marcia S. Izzy	67 Green St	Green St	9/10/11	9/17/11	3:00pm-6:30pm
Liz Lawlor	76 Howland St	Howland St & Pleasant St	9/17/11	9/18/11	4:00pm-7:00pm
Marianne McGowen	185 Maple St	100 Maple St	9/10/11	9/17/11	3:00pm dark
Linda Delaney	57 Marked Tree Rd	Curve St –corner Marked Tree Rd	9/10/11		4:00pm-6:30pm
Michelle Hoffmeister	101 Clarke Circle	101 Clarke Circle	9/10/11		3:30pm-6:30pm
Cindy Goss	75 Plymouth Rd	Plymouth Rd	9/11/11		3:00pm-7:00pm
Blair Merriman	68 Meadowbrook Rd	Meadow Lane	9/10/11	9/11/11	2:00pm-6:30pm
Peter Bates	966 Greendale Ave	Greendale Terrace	9/10/11		4:00pm-7:00pm
Sarah Ledbury	140 Hoover Rd	Hoover Rd	9/10/11		3:30pm-6:30pm
Dale McCarthy	72 Stevens Rd	Stevens	9/10/11		12:00pm-2:00pm
J. Morehead	26 Manning St	block on Manning between Thorpe & High	9/10/11		5:00pm-7:30pm

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

Agenda Item: September 11, 2001 Observance

Presenter(s): Maurice Handel, Chairman

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

Mr. Handel will offer some thoughts about the tenth anniversary of the September 11, 2001 terrorist attacks. The Needham Board of Selectmen held its regular meeting on that evening.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

Discussion Only

3. BACK UP INFORMATION ATTACHED:

- a. Board of Selectmen Agenda, September 11, 2001

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

BOARD OF SELECTMEN

September 11, 2001

Needham Town Hall

Revised Agenda

1. **6:45 -** Informal Meeting with Citizens
1. **7:00 -** ~~Presentation to the Town of Needham—Needham Historical Society~~
~~Polly Attridge and Lorraine Welsh~~
2. **7:05 -** Public Hearing: Mandarin Gourmet, Inc. d/b/a Mandarin Cuisine
Transfer of License, New Manager
Presenter: Jason A. Rosenberg and Coleman Bornstein
3. **7:15 -** Public Hearing: 2001 – 2002 Water & Sewer Rates
Presenter: Gerald Rovner, Kate Fitzpatrick
4. **7:25 -** Appointments Police Department
 - Lieutenant
 - Sergeant
5. **7:35 -** A. T. & T. Cable Contract
Presenter: Jon Tamkin
- 5a. **7:45 -** Daniel Walsh
 - Change Order – Needham Cinema Demolition
6. **7:50 -** Richard Merson
 - Sign Henderson Street Construction Street Betterment Assessment Forms
 - Sign MHD Utility Force Account Reimbursement Request and Final Report Forms – Chestnut Street Discontinuance Design
 - Sign Amendment No. 1 to Contract No. FY00-53-01 for the Dunster Road Water Tank Altitude Valve Design
7. **8:15 -** Evelyn Poness
 - MWRA Loan – Sewer Bond
8. **8:20 -** Kate Fitzpatrick
 - Mandate Determination
 - School Attendance Officer Memorandum of Agreement
 - Notice to Homeowners Regarding Calcium Carbonate
 - Approve and Sign MCAD Memorandum of Agreement
9. **8:40 -** Board Discussion Items
 - Set December Meeting Schedule
 - Preliminary Dates for a Winter Special Town Meeting
 - Library Trustees: Design Specification Monies
10. **9:00 -** Executive Session
 - Potential Litigation

APPOINTMENTS

1. Fire Station and Apparatus Feasibility Study Committee:
Kate Fitzpatrick, Robert DiPoli, James Healy, Dr. Charles Posner, Joseph Daniele
Nino Tramontozzi and Robert Bowers.
2. Workers Compensation Agent: Sophie Grintchenko

CONSENT AGENDA

1. Approve Board of Selectmen Minutes: July 17, 2001, August 7, 2001 and August 16, 2001.
2. Grant permission to the Needham Police Department to accept a \$100.00 donation from Selma R. Gottlieb.
3. Grant permission to the Needham Park and Recreation to accept the following donations: \$202.00 in miscellaneous donations for Arts in the Park, \$25.00 from Mr. & Mrs. John Naughton for Arts in the Park; \$25.00 from David & Sheila Roberts for Paul Johnson's Memorial Tree; \$50.00 from Rush & Patricia Lincoln for Paul Johnson's Memorial Tree; \$50.00 from John & Helen Dennis for Paul Johnson's Memorial Tree; \$25.00 from Albert and Carole Shapiro for Paul Johnson's Memorial Tree; \$50.00 from Michael & Jean Heavey for Paul Johnson's Memorial Tree; \$25.00 from Marc & Cynthia Lee for Paul Johnson's Memorial Tree; \$50.00 from Mary Jane & Bradley McGill for Paul Johnson's Memorial Tree; \$100.00 from Brian & Ellen Kickham for Paul Johnson's Memorial Tree and \$20.00 from Michael Provencher and Denise Ethier for Paul Johnson's Memorial Tree.
4. Accept a \$1,500.00 donation to the Needham Community Revitalization Fund from and Anonymous donor.
5. Grant permission to Anne Baron for the residents of Ina Road to hold a Block Party on September 15, 2001 from 3:00 – 7:00 p.m.; Raindate: September 23rd, same hours.
6. Grant permission to Jeanne Ellman for the residents of Henderson Street to hold a Block Party on September 22, 2001 from 2:00 – 8:00 p.m.; Raindate: September 23, 2001, same hours.
7. Grant permission to Janine Everts for the residents of Pinewood Road to hold a Block Party on September 22, 2001 from 3:30 – 8:00 p.m.; Raindate: September 23, 2001, same hours.
8. Approve and sign a 2001 Common Victualler License transfer for Timothy P. Cashman, Applicant for Panella Food Market, Inc. d/b/a Panella's Food Market.
9. Proclaim and Sign a Resolution to Officially Recognize October as Italian Heritage Month in the Town of Needham.
10. Grant permission to Jean McNamara for the residents of Coolidge Avenue to hold a Block Party on September 15, 2001 from 3:00 p.m. to 7:30 p.m.; Raindate: September 22, 2001, same hours.
11. Water & Sewer Abatement Order #718.
12. Grant permission to the residents of Warren Street from May to Great Plain Ave to hold a Block Party on September 30, 2001 from 10:00 a.m. to 5:00 p.m.
13. Grant permission to the residents of Pilgrim Road to hold a Block Party on September 16, 2001 from 4:00 – 8:00 p.m.; Raindate September 23, 2001, same hours.
14. Sign a Resolution to officially welcome the Franklin W. Olin College of Engineering to Needham and proclaim the week of September 24 – 29, 2001 as "Olin College Week" in the Town of Needham.

Board of Selectmen

AGENDA FACT SHEET for September 13, 2011

Agenda Item: Public Hearing: NSTAR Petition for Brookline Street
Presenter(s): Arletha Wade, NSTAR

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

NSTAR requests permission to install approximately 8 feet of conduit at Pole 16/3 on Brookline Street, Needham. This work is necessary to provide new underground electric service for a new home at 354 Brookline Street.

The Department of Public Works has approved this petition, based on NSTAR's commitment to adhere to regulation that **all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.**

2. VOTE REQUIRED BY BOARD OF SELECTMEN: [YES] NO (circle one)

Suggested Motion: Move that the Board of Selectmen approve and sign petition from NSTAR to install approximately 8 feet of conduit at Pole 16/3 on Brookline Street, Needham. This work is necessary to provide new underground electric service for a new home at 354 Brookline Street.

3. BACK UP INFORMATION ATTACHED:

- a. Letter of Application
- b. Petition
- c. Order
- d. Petition Plan
- e. Notice Sent to Abutters
- f. List of Abutters

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



200 Calvary Street
Waltham, Massachusetts 02453



August 23, 2011

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

C: DPW 8/23/11

#354
RE: **Brookline Street**
Needham, MA
W.O. #1836726

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR Electric Company for the purpose of obtaining a Grant of Location to install approximately 8'± feet of conduit at pole 16/3 Brookline Street, Needham.

This work is necessary to provide underground electric service for new house @ #354 Brookline Street.

Your prompt attention to this matter is appreciated. If you have any questions please call Maureen Carroll at (617) 369-6421.

Sincerely,

William D. Lemos-Supervisor
Rights & Permits

WDL/aw
Attachments

OK to
proceed
TRM, DPW Engr.
8/25/11
OK Rpm, DPW Director
8/31/11

**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR
CONDUITS
AND MANHOLES**

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

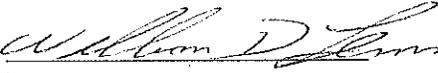
Respectfully represents **NSTAR Electric Company** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated August 18, 2011**, and filed herewith, under the following public way or ways of said Town:

Brookline Street - Southwesterly @ pole 16/3 approximately 178'± feet east of Webster Street a distance of about 8'± feet - conduit

(WO. 1836726)

NSTAR ELECTRIC COMPANY

BY 
William D. Lemos
Rights & Permits, Supervisor

Dated this 23rd day of August 2011

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2011

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY** 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** 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:

Brookline Street - Southwesterly @ pole 16/3 approximately 178'± feet east of Webster Street a distance of about 8'± feet - conduit

(WO. 1836726)

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

1. Conduits and manholes shall be located as shown on the plan made by **A. Debenedictis, Dated August 18, 2011** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1 _____
2 _____ Board of Selectmen
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 _____ 2011 at _____ in said Town.

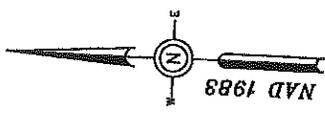
1 _____
2 _____ Board of Selectmen
3 _____ the Town of
4 _____ **NEEDHAM**
5 _____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2011 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

S:\SHARED\CIMAGE\BASELINS\NEE\BROOKLAW.dwg



FAIRLAWN ST

BROOKLINE ST

WEBSTER ST

0 JO 16/4

JO 16/3

0 JO 16/2

0 16/1

0 2/14

APPROX. PT.
OF PICKUP

CUSTOMER TO INSTALL
1-3" PVC PIPE SCHEDULE 40
NO CONCRETE

2-4#338-340

#346

#354

#622

#628

#614

#348

#345

#335

#334

20 10 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 CORPORATION NOR ITS AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY ANY INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU HEREBY WAIVE YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD NSTAR ELECTRIC & GAS CORPORATION HARMLESS FROM ANY SUCH LOSS OR INJURY. THE INFORMATION DOES 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 COPY, 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



GIS SERVICES
1168 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of BROOKLINE ST

NEEDHAM

Showing PROPOSED CUSTOMER TO INSTALL CONDUIT

C#	
Ward #	
Work Order #	1836725
Surveyed by	NSTAR
Structures by	TQ
Plotted by	LM
Approved	T. DEBENEDICTIS
P#	

Date AUGUST 18, 2011

Scale 1" = 40'

SHEET 1 OF 1



NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Public Services Administration Building, 500 Dedham Avenue, at 7:00 p.m. on September 13, 2011** upon petition of NSTAR dated August 23, 2011 to install approximately 8 feet conduit at pole 16/3, Brookline Street, Needham. This work is necessary to provide new underground electric service for a new home, 354 Brookline Street. A public hearing is required and abutters should be notified.

Maurice Handel
Gerald A. Wasserman
Daniel P. Matthews
John A. Bulian
James G. Healy

BOARD OF SELECTMEN

Dated: August 31, 2011

354 BROOKLINE ST

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>Mailing Address</u>		
					<u>OWNER CITY</u>	<u>State</u>	<u>OWNER ZIP</u>
199/054.0-0104-0000.0	338	BROOKLINE ST	CRAWFORD, MARY J	340 BROOKLINE ST	NEEDHAM	MA	02492
199/054.0-0105-0000.0	346	BROOKLINE ST	TEARE, JAMES R C/O TEARE, JAMES R	346 BROOKLINE ST	NEEDHAM	MA	02492
199/054.0-0106-0000.0	354	BROOKLINE ST	BROOKLINE STREET DEVELOPMENT LLC	349 BROOKLINE ST	NEEDHAM	MA	02492
199/054.0-0108-0000.0	622	WEBSTER ST	ALLENBY, DANIEL & ALLENBY, SARAH	622 WEBSTER ST	NEEDHAM	MA	02492
199/055.0-0081-0000.0	335	BROOKLINE ST	CASWELL, WARD S. & CASWELL, STACY L.	335 BROOKLINE ST	NEEDHAM	MA	02492
199/055.0-0086-0000.0	345	BROOKLINE ST	CROWE, CHRISTINA S., TR	345 BROOKLINE ST	NEEDHAM	MA	02492
199/055.0-0087-0000.0	349	BROOKLINE ST	MAHONEY, WILLIAM D. & MAHONEY, MARY M.	349 BROOKLINE ST	NEEDHAM	MA	02492
199/055.0-0088-0000.0	614	WEBSTER ST	MCGRATH, JOHN B + MCGRATH, CYNTHIA G	614 WEBSTER ST	NEEDHAM HTS	MA	02494

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

Board of Selectmen

AGENDA FACT SHEET for 9/13/11

Agenda Item: Introduction of Fire Lieutenant

Presenter(s): Paul Buckley, Fire Chief

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

Chief Buckley will introduce newly promoted Fire Lieutenant James Piersiak.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES (NO) (circle one)

3. BACK UP INFORMATION ATTACHED:

a. Resume of Lt. James Piersiak

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

Board of Selectmen

AGENDA FACT SHEET for 09/13/2011

Agenda Item: Historical Inventory

Presenter(s): Richard Hardy, Chair, Historical Commission

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

Rick Hardy, Chair of the Needham Historical Commission, will discuss Town of Needham's Inventory of Historical Homes Volume II as compiled by the Needham Historical Commission and distributed in June 2011. The Inventory was funded through May 2005 ATM Community Preservation Article 38.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

3. BACK UP INFORMATION ATTACHED:

None

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

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

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

Attached is a draft warrant for the November 7, 2011 Special Town Meeting. The Board is scheduled to close the warrant at its September 27, 2011 meeting.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: [YES] NO (circle one)

Suggested Motion: That the Board vote to open the warrant for the Special Town Meeting to be held on November 7, 2011 at the Town Hall.

3. BACK UP INFORMATION ATTACHED:

a. Draft Warrant

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, NOVEMBER 7, 2011

7:30 P. M.

NEEDHAM TOWN HALL

HIGHLAND AVENUE

NEEDHAM

DRAFT

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

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Pollard Middle School:

MONDAY, THE SEVENTH OF NOVEMBER, 2011

At seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE : ABANDON EATON SQUARE RIGHT OF WAY

To see if the Town will vote to abandon and/or discontinue the following streets or portion thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the abandonment, discontinuance, taking or acceptance of easements as shown on said plan: Eaton Square from Great Plain Avenue to Garden Street; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The Needham Co-Operative Bank is proposing to design and construct a building addition, public plaza, and new public/private parking lot by combining the Eaton Square parking lot with adjacent private properties. The project will result in an increase in the number of available public parking spaces in the area. In order for the properties to be combined, the layout of Eaton Square has to be abandoned and/or discontinued to allow for the new parking lot, public plaza and building addition to be constructed. The request will establish new property lines to redefine property ownerships. This transaction will eliminate the layout of Eaton Square on file with the Town and Registry of Deeds.

ARTICLE : LAYOUT OF RESERVOIR STREET

To see if the Town will vote to accept the following streets or portion thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan: A Portion of Reservoir Street; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The design of the new Reservoir B Sewage Pumping Station requires a modification to the layout of Reservoir Street in order for the Station to be constructed outside of the 100-year flood plain associated with the Charles River. The request will establish a new property line that will follow the front wall of the new pumping station. This transaction will amend the layout of Reservoir Street on file with the Town and Registry of Deeds, but will have no impact on the road structure itself.

ARTICLE : AMEND ZONING BY-LAW/NEW ENGLAND BUSINESS CENTER

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE : AMEND ZONING BY-LAW – APARTMENT -2 ZONING DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.3, Dimensional Regulations for Apartment Districts, as follows:

1. To add a third and fourth sentence to footnote* in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) that states: “Provided further, however, in the Apartment-2 Zoning District, there shall be a maximum of 4 stories, a maximum height of 50 feet, and four (4) floors may be used for human occupancy, if (i) the structure or portion of the structure that is four stories and permitted to be used for human occupancy is utilized as a convalescent or nursing home and supportive and/or accessory use, and (ii) the height of the structure that exceeds 40 feet is utilized as a convalescent or nursing home and supportive or accessory uses. If a building contains two or more uses, then only that portion of the building that is utilized as a convalescent or nursing home, and supportive and/or accessory uses thereto, can reach a maximum height of 50 feet; or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE : FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM INDEPENDENT TOWN WORKS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
PERSONNEL BOARD RECOMMENDS THAT:

Article Information: The Town and the Independent Town Workers Association have reached agreement on contract provisions that would require the conversion of all members of the bargaining unit to so called Rate Saver health insurance plans effective January 1, 2012 with a corresponding increase in wages of 1%, a one time payment of \$500 in fiscal year 2012, a change in the employer match to

employees' personal retirement savings plans, a 2% increase in base wages in fiscal year 2013, and a 2.5% increase in base wages in fiscal year 2014.

ARTICLE : FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
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 : FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers' Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
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 : APPROPRIATE TO WORKERS COMPENSATION FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$344,288 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: As noted at the 2011 Annual Town Meeting, the Town has a plan 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 for both School and General Government employees. The target balance of the fund is \$800,000. This past Spring, the Town was notified that it will be receiving a payment of \$32,969 from Walgreens. This payment is the result of a settlement between Walgreens and

the Office of the Attorney General after an investigation revealed that the company was overcharging public entities for prescription drugs under the workers compensation system. In addition, the Town has been notified of a one-time reimbursement for Medicare Part D premiums for fiscal year 2007 in the amount of \$311,319.

ARTICLE : AMEND THE FY 2012 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Operating Budget adopted under Article 25 of the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From:</u>	<u>Changing To:</u>
3	Health Insurance	\$ 9,601,203	\$ 9,519,724
22A	Building Inspector Salary and Wages	\$452,113	\$440,113
22B	Building Inspector Expenses	\$16,095	\$28,095
24	Needham Public Schools	\$48,436,371	\$48,501,371
25A	Public Works Salary and Wages	\$3,025,205	\$3,041,684

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE : AMEND THE FY 2012 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 RTS Enterprise Fund Budget adopted under Article 26 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From:</u>	<u>Changing To:</u>
101A	Personnel	\$881,180	\$885,283

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The proposed amendment to the Personnel line item is to implement the provisions of the collective bargaining agreement which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plan.

ARTICLE : AMEND THE FY 2012 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Sewer Enterprise Fund Budget adopted under Article 27 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From:</u>	<u>Changing To:</u>
201A	Personnel	\$881,180	\$886,973
201D	MWRA Assessment	\$5,337,491	\$5,291,080

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The proposed amendment to the Personnel line item is to implement the provisions of the collective bargaining agreement which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plan. In addition, the final assessment voted by the Massachusetts Water Resources Authority was slightly lower than the preliminary estimate that was available at the time of the Annual Town Meeting.

ARTICLE : AMEND THE FY 2012 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2012 Water Enterprise Fund Budget adopted under Article 28 the May 2011 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From:</u>	<u>Changing To:</u>
301A	Personnel	\$1,016,863	\$1,023,091
301D	MWRA Assessment	\$605,448	\$610,028

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The proposed amendment to the Personnel line item is to implement the provisions of the collective bargaining agreement which provided a 1% increase in wages at the time of conversion to the lower premium, higher out-of-pocket cost health insurance plan. In addition, the final assessment voted by the Massachusetts Water Resources Authority was slightly higher than the preliminary estimate that was available at the time of the Annual Town Meeting.

ARTICLE : APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and appropriate \$2,728.57 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows:

<u>Department</u>	<u>Vendor</u>	<u>Description</u>	<u>Fiscal Year</u>	<u>\$Amount</u>
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	\$ 461.22
Water Enterprise	Ricca Chemical Company	Drinking Water Chemicals	2011	\$ 111.57
RTS Enterprise	E.L. Harvey & Sons	Trucking Service Rental	2011	\$2,155.78

and to meet this appropriation that \$2,155.78 be raised from RTS receipts and that \$572.79 be raised from Water receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE : APPROPRIATE FOR NEW SENIOR CENTER

To see if the Town will vote to raise and/or transfer and appropriate a sum for construction of a Senior Center, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority, and further that \$23,192 be transferred from Article 33 of the May 1993 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

ARTICLE : APPROPRIATE FOR SEWER PUMP STATION/RESERVOIR B

To see if the Town will vote to raise, and/or transfer and appropriate a sum for renovations and improvements to the Great Plain Avenue sewer pump station, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under G.L. c.44, §7, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager is authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental

Protection; and that the Town Manager is authorized to expend all funds available to the project, or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information:

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

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

Given under our hands at Needham aforesaid this 27th day of September, 2011.

Maurice P. Handel, Chairman
Gerald A. Wasserman, Vice Chairman
Daniel P. Matthews, Clerk
John A. Bulian
James G. Healy

A TRUE COPY
Attest:
Constable:

DRAFT

**Town Clerk's Office
Needham, MA 02492**

**First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224**

ATTN: SPECIAL TOWN MEETING WARRANT

DRAFT

**Board of Selectmen
AGENDA FACT SHEET for 9/13/2011**

Agenda Item: Accept and Refer Zoning Amendment
Presenter(s): Kate Fitzpatrick, Town Manager

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

The Planning Board has voted to place the following article on the November 7, 2011 Special Town Meeting Warrant: Amend Zoning By-Law/Apartment-2 Zoning District. Under State law, the Board of Selectmen must vote to accept proposed changes to the Zoning By-Law and refer them to the Planning Board for review, public hearing, and report.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: [YES] NO (circle one)

Suggested Motion: That the Board vote to accept and refer Amend Zoning By-Law: Apartment A-2 Zoning District to the Planning Board for review, public hearing, and report.

3. BACK UP INFORMATION ATTACHED:

- a. Letter from Lee Newman, Director of Planning & Community Development dated September 9, 2011.
- b. Text of Zoning Article
- c. M.G.L. c. 40A Section 5

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	[no]	NA	_____
b.	Town Counsel	yes	[no]	NA	_____
c.	Finance Director	yes	[no]	NA	_____
d.	DPW _____	yes	[no]	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



TOWN OF NEEDHAM, MA

PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT

500 Dedham Ave
Needham, MA 02492
781-455-7500

PLANNING

September 9, 2011

Ms. Kate Fitzpatrick
Town Manager
Town Hall
Needham, MA 02492

Re: Zoning Articles for 2011 Special Town Meeting

Dear Kate:

The Planning Board at its meeting of September 8, 2011 voted to place the following article on the warrant for the November 2011 Special Town Meeting: (1) Amend Zoning Bylaw: Apartment -2 Zoning District. Accordingly, please find the above-named article as approved by the Board for inclusion in the warrant of the 2011 Special Town Meeting.

As you know, the Board of Selectmen will need to accept the article and to then forward it to the Planning Board for review, public hearing and report. Please have the Selectmen act on the enclosed article at their next meeting of Tuesday, September 13, 2011, so that the Planning Board can meet its statutory obligations. The Planning Board plans to schedule the public hearing on the article for Tuesday, October 8, 2011.

Should you have any questions regarding this matter, please feel free to contact me directly.

Very truly yours,

NEEDHAM PLANNING BOARD

Lee Newman
Planning Director

cc: Planning Board

Enclosure

Article 1: Amend Zoning By-Law/Apartment-2 Zoning District

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.3, Dimensional Regulations for Apartment Districts, as follows:

To add a third and fourth sentence to footnote* in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) that states: "Provided further, however, in the Apartment-2 Zoning District, there shall be a maximum of 4 stories, a maximum height of 50 feet, and four (4) floors may be used for human occupancy, if (i) the structure or portion of the structure that is four stories and permitted to be used for human occupancy is utilized as a convalescent or nursing home and uses that are supportive and/or accessory to such convalescent or nursing home, and (ii) the height of the structure that exceeds 40 feet is utilized as a convalescent or nursing home and supportive and/or accessory uses thereto. If a building contains two or more uses, then only that portion of the building that is utilized as a convalescent or nursing home, and supportive and/or accessory uses thereto, can reach a maximum height of 50 feet."

or take any other action relative thereto.



PART I ADMINISTRATION OF THE GOVERNMENT
(Chapters 1 through 182)

TITLE VII CITIES, TOWNS AND DISTRICTS

CHAPTER 40A ZONING

Section 5 Adoption or change of zoning ordinances or by-laws; procedure

Section 5. Zoning ordinances or by-laws may be adopted and from time to time changed by amendment, addition or repeal, but only in the manner hereinafter provided. Adoption or change of zoning ordinances or by-laws may be initiated by the submission to the city council or board of selectmen of a proposed zoning ordinance or by-law by a city council, a board of selectmen, a board of appeals, by an individual owning land to be affected by change or adoption, by request of registered voters of a town pursuant to section ten of chapter thirty-nine, by ten registered voters in a city, by a planning board, by a regional planning agency or by other methods provided by municipal charter. The board of selectmen or city council shall within fourteen days of receipt of such zoning ordinance or by-law submit it to the planning board for review.

[Second paragraph effective until June 30, 2009. For text effective June 30, 2009, see below.]

No zoning ordinance or by-law or amendment thereto shall be adopted until after the planning board in a city or town, and the city council or a committee designated or appointed for the purpose by said council has each held a public hearing thereon, together or separately, at which interested persons shall be given an opportunity to be heard. Said public hearing shall be held within sixty-five days after the proposed zoning ordinance or by-law is submitted to the planning board by the city council or selectmen or if there is none, within sixty-five days after the proposed zoning ordinance or by-law is submitted to the city council or selectmen. Notice of the time and place of such public hearing, of the subject matter, sufficient for identification, and of the place where texts and maps thereof may be inspected shall be published in a newspaper of general circulation in the city or town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of said hearing, and by posting such notice in a conspicuous place in the city or town hall for a period of not less than fourteen days before the day of said hearing. Notice of said hearing shall also be sent by mail, postage prepaid to the department of housing and community development, the regional planning agency, if any, and to the planning board of each abutting cities and towns. The department of housing and community development, the regional planning agency, the planning boards of all abutting cities and towns and nonresident property owners who may not have received notice by mail as specified in this section may grant a waiver of notice or submit an affidavit of actual notice to the city or town clerk prior to town meeting or city council action on a proposed zoning ordinance, by-law or change thereto. Zoning ordinances or by-laws may provide that a separate, conspicuous statement shall be included with property tax bills sent to nonresident property owners, stating that notice of such hearings under this chapter shall be sent by mail, postage prepaid, to any such owner who files an annual request for such notice with the city or town clerk no later than January first, and pays a reasonable fee established by such ordinance or by-law. In cases involving boundary, density or use changes within a district, notice shall be sent to any such nonresident property owner who has filed such a request with the city or town clerk and whose property lies in the district where the change is sought. No defect in the form of any notice under this chapter shall invalidate any zoning ordinances or by-laws unless such defect is found to be misleading.

[Second paragraph as amended by 2008, 451, Sec. 45 effective June 30, 2009. See 2008, 451, Sec. 187. For text effective until June 30, 2009, see above.]

No zoning ordinance or by-law or amendment thereto shall be adopted until after the planning board in a city or town, and the city council or a committee designated or appointed for the purpose by said council has each held a public hearing thereon, together or separately, at which interested persons shall be given an opportunity to be heard. Said public hearing shall be held within sixty-five days after the proposed zoning ordinance or by-law is submitted to the planning board by the city council or selectmen or if there is none, within sixty-five days after the proposed zoning ordinance or by-law is submitted to the city council or selectmen. Notice of the time and place of such public hearing, of the subject matter, sufficient for identification, and of the place where texts and maps thereof may be inspected shall be published in a newspaper of general

circulation in the city or town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of said hearing, and by posting such notice in a conspicuous place in the city or town hall for a period of not less than fourteen days before the day of said hearing. Notice of said hearing shall also be sent by mail, postage prepaid to the department of housing and community development, the regional planning agency, if any, and to the planning board of each abutting city and town. The department of housing and community development, the regional planning agency, the planning boards of all abutting cities and towns and nonresident property owners who may not have received notice by mail as specified in this section may grant a waiver of notice or submit an affidavit of actual notice to the city or town clerk prior to town meeting or city council action on a proposed zoning ordinance, by-law or change thereto. Zoning ordinances or by-laws may provide that a separate, conspicuous statement shall be included with property tax bills sent to nonresident property owners, stating that notice of such hearings under this chapter shall be sent by mail, postage prepaid, to any such owner who files an annual request for such notice with the city or town clerk no later than January first, and pays a reasonable fee established by such ordinance or by-law. In cases involving boundary, density or use changes within a district, notice shall be sent to any such nonresident property owner who has filed such a request with the city or town clerk and whose property lies in the district where the change is sought. No defect in the form of any notice under this chapter shall invalidate any zoning ordinances or by-laws unless such defect is found to be misleading.

Prior to the adoption of any zoning ordinance or by-law or amendment thereto which seeks to further regulate matters established by section forty of chapter one hundred and thirty-one or regulations authorized thereunder relative to agricultural and aquacultural practices, the city or town clerk shall, no later than seven days prior to the city council's or town meeting's public hearing relative to the adoption of said new or amended zoning ordinances or by-laws, give notice of the said proposed zoning ordinances or by-laws to the farmland advisory board established pursuant to section forty of chapter one hundred and thirty-one.

No vote to adopt any such proposed ordinance or by-law or amendment thereto shall be taken until a report with recommendations by a planning board has been submitted to the town meeting or city council, or twenty-one days after said hearing has elapsed without submission of such report. After such notice, hearing and report, or after twenty-one days shall have elapsed after such hearing without submission of such report, a city council or town meeting may adopt, reject, or amend and adopt any such proposed ordinance or by-law. If a city council fails to vote to adopt any proposed ordinance within ninety days after the city council hearing or if a town meeting fails to vote to adopt any proposed by-law within six months after the planning board hearing, no action shall be taken thereon until after a subsequent public hearing is held with notice and report as provided.

No zoning ordinance or by-law or amendment thereto shall be adopted or changed except by a two-thirds vote of all the members of the town council, or of the city council where there is a commission form of government or a single branch, or of each branch where there are two branches, or by a two-thirds vote of a town meeting; provided, however, that if in a city or town with a council of fewer than twenty-five members there is filed with the clerk prior to final action by the council a written protest against such change, stating the reasons duly signed by owners of twenty per cent or more of the area of the land proposed to be included in such change or of the area of the land immediately adjacent extending three hundred feet therefrom, no such change of any such ordinance shall be adopted except by a three-fourths vote of all members.

No proposed zoning ordinance or by-law which has been unfavorably acted upon by a city council or town meeting shall be considered by the city council or town meeting within two years after the date of such unfavorable action unless the adoption of such proposed ordinance or by-law is recommended in the final report of the planning board.

When zoning by-laws or amendments thereto are submitted to the attorney general for approval as required by section thirty-two of chapter forty, he shall also be furnished with a statement which may be prepared by the planning board explaining the by-laws or amendments proposed, which statement may be accompanied by explanatory maps or plans.

The effective date of the adoption or amendment of any zoning ordinance or by-law shall be the date on which such adoption or amendment was voted upon by a city council or town meeting; if in towns, publication in a town bulletin or pamphlet and posting is subsequently made or publication in a newspaper pursuant to section thirty-two of chapter forty. If, in a town, said by-law is subsequently disapproved, in whole or in part, by the attorney general, the previous zoning by-law, to the extent that such previous zoning by-law was changed by the disapproved by-law or portion thereof, shall be deemed to have been in effect from the date of such vote. In a municipality which is not required to submit zoning ordinances to the attorney general for approval pursuant to section thirty-two of chapter forty, the effective date of such ordinance or amendment shall

be the date passed by the city council and signed by the mayor or, as otherwise provided by ordinance or charter; provided, however, that such ordinance or amendment shall subsequently be forwarded by the city clerk to the office of the attorney general.

A true copy of the zoning ordinance or by-law with any amendments thereto shall be kept on file available for inspection in the office of the clerk of such city or town.

No claim of invalidity of any zoning ordinance or by-law arising out of any possible defect in the procedure of adoption or amendment shall be made in any legal proceedings and no state, regional, county or municipal officer shall refuse, deny or revoke any permit, approval or certificate because of any such claim of invalidity unless legal action is commenced within the time period specified in sections thirty-two and thirty-two A of chapter forty and notice specifying the court, parties, invalidity claimed, and date of filing is filed together with a copy of the petition with the town or city clerk within seven days after commencement of the action.

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

Agenda Item: Metro Boston Consortium for Sustainable Communities

Presenter(s): Kate Fitzpatrick, Town Manager

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

In order to be eligible for certain grants funded by the Metropolitan Area Planning Council, each community must become a member of the Metro Boston Consortium for Sustainable Communities. The purpose of the Consortium is to guide the implementation of the regional planning document – MetroFuture: Making a Greater Boston Region. The Town is applying for a regional grant with the City of Newton for a feasibility study to explore reuse of the MBTA right of way for economic development and transit expansion.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: [YES] NO (circle one)

Suggested Motion: That the Board approve and authorize the Town Manager to apply for membership in the Metro Boston Consortium for Sustainable Communities.

3. BACK UP INFORMATION ATTACHED:

- a. Metro Boston Consortium for Sustainable Communities Summary of Consortium Organization and Leadership
- b. Metro Boston Consortium for Sustainable Communities Consortium Agreement

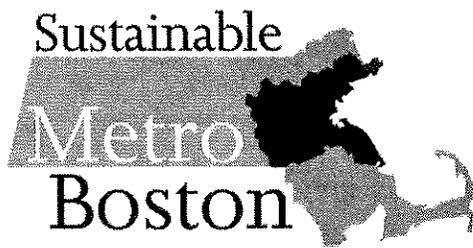
4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



Consortium for Sustainable Communities

Metro Boston Consortium for Sustainable Communities
Summary of Consortium Organization and Leadership

The Metro Boston Consortium for Sustainable Communities includes municipalities, state agencies, community based organizations, advocacy groups, academic institutions, trade associations, foundations, public housing authorities, and many other partners committed to building a livable, sustainable, and equitable region. The work of the Consortium is coordinated and staffed by the Metropolitan Area Planning Council (MAPC), the regional planning agency for Greater Boston. The Consortium's purpose is to implement *MetroFuture: Making a Greater Boston Region*, the region's comprehensive plan for sustainable and equitable development that was adopted by MAPC in December 2008 after an intensive, multi-year process involving 5,000 individuals and organizations throughout the region.

The Consortium's work is funded primarily by a three-year, \$4 million Regional Planning Grant from the Sustainable Communities Partnership, a federal collaboration of the US Department of Housing and Urban Development (HUD), Department of Transportation (DOT), and Environmental Protection Agency (EPA). HUD is the federal granting authority. Various local funders have also contributed to fund the Consortium's activities, as has MAPC.

Overview of Consortium and Steering Committee

The full Consortium will meet two or three times annually. Consortium meetings will include a general session for all participants as well as breakout sessions focused on specific topics, where Consortium members can learn about the program's planning projects and policy efforts, provide feedback, and identify local applications for future work. Caucuses and other Consortium committees or working groups will be encouraged to meet more often to assist in implementation of the work plan. See the organizational chart on page 5 for more information.

The Consortium will be led by a 27-member Steering Committee that represents its diverse membership. This leadership structure is designed to ensure that every member is accountable to a defined constituency. See the last page of this document for a diagram of the consortium leadership structure. An Interim Steering Committee will serve until execution of the final Consortium Memorandum of Understanding (MOU), when a permanent Steering Committee will be elected to 18-month terms. An election will be held in the middle of the grant period. If you would like to learn more about the makeup of the Interim Steering Committee, please visit www.mapc.org/metrofuture/sustainable-communities.

The Steering Committee will meet bimonthly (six times annually) and have the following responsibilities:

- Prioritize program activities and approve annual budget and work plan, participate in the selection of local planning projects, and approve public engagement plans;
- Deliberate on critical policy recommendations that emerge from the project and establish policy positions for the Consortium (though not binding upon its individual members);
- Communicate with members of their caucus to share information and solicit input;

- Contribute leveraged resources through active participation and/or funding commitments; and
- Coordinate program activities with other allied regional initiatives underway.

Summary of Steering Committee Appointment Process

Specifically:

- The City of Boston will have one seat on the Steering Committee (the central city is a required member under HUD guidelines);
- the MAPC Executive Committee will appoint 7 municipalities to represent the region's other cities and towns;
- the Executive Committee will also appoint 2 members from among the Governor's appointees to the MAPC Council;
- EOHED, MassDOT, and EOEEA will appoint one member each
- the Massachusetts Smart Growth Alliance (MSGA) will appoint one member; and
- Action for Regional Equity (Action!) will appoint one member.

All other consortium members (for simplicity, we will refer to these groups as "caucus members") will self-select into one of eight "caucuses": five based on the *MetroFuture* topic areas, one for fair housing advocates, one for foundation partners (this caucus has two seats), and one for academic/research partners. Each caucus will elect its own representative(s) to the Steering Committee.

All members of the Consortium will also elect three "at-large" representatives to the Steering Committee, one of whom must be from an organization focused on issues of regional equity. The other two "at-large" seats may be held by any Consortium member who does not already hold a seat on the Steering Committee.

Further Information on Steering Committee Members Chosen by MAPC

The six municipal representatives appointed by the MAPC Executive Committee will represent the various "community types" in the *MetroFuture* plan: the Inner Core (2), the Regional Urban Centers (2); the Maturing Suburbs (1); and the Developing Suburbs (1). Additionally, the Executive Committee may pick one additional representative from either a Developing or a Maturing Suburb. For a complete list of municipalities in each category, please visit the *MetroFuture* website (www.MetroFuture.org).

The MAPC Council also includes 21 members appointed by the Governor. Under statute, the Governor is directed to use the appointments, at least in part, to represent communities of color and low-income communities. Two of these gubernatorial appointees will be selected by the MAPC Executive Committee to serve on the Sustainable Communities Steering Committee.

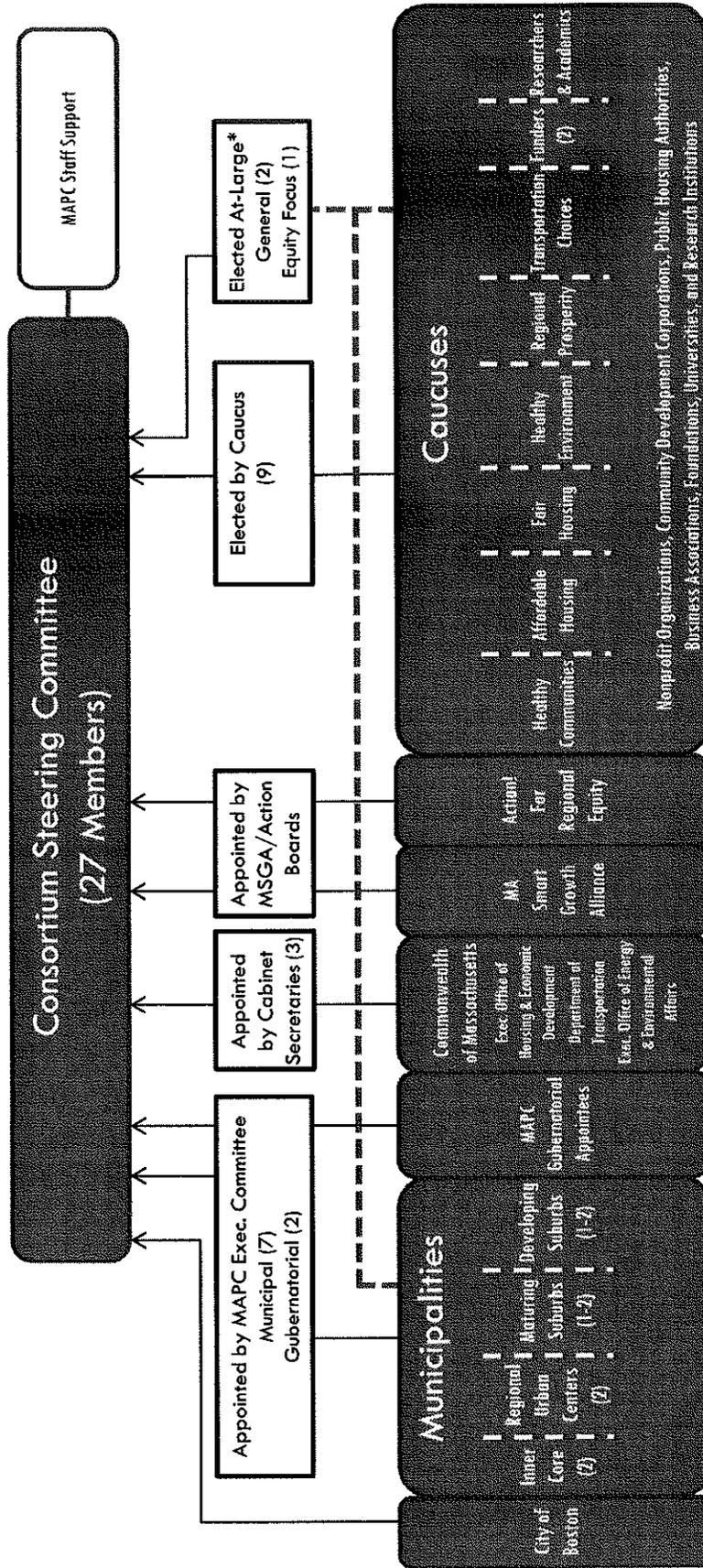
Further Information on Caucus and At-Large Elections

The Interim Steering Committee will distribute a description of each caucus, so each non-governmental Consortium member can decide which caucus most closely matches its work and goals. See page 5 for caucus descriptions. For voting purposes, each member can join only one caucus; for all other purposes, each member may participate in as many caucuses as they wish.

Once the caucus memberships are set, nominations will be solicited for Steering Committee representatives, and an election will be held.

After caucus representatives are elected, nominations for at-large seats will be solicited from remaining Consortium members, and members will be asked to indicate if their organization is focused on issues of regional equity. An election for at-large members will be held, reserving one seat for an organization focused on equity issues. Organizations qualify for this designation if they list as a part of their mission reducing inequities among populations in the region, and building power in minority groups and low-income communities.

Metro Boston Consortium For Sustainable Communities Organizational Chart



*Any municipal or caucus member that does not already have a seat on the Steering Committee may run for an at-large seat. All consortium members may vote for the three at-large seats.

Caucus Descriptions

The following are guidelines for how organizations might fit into a caucus. Consortium members may join any or all of the caucuses, but should choose to vote in the one caucus that best aligns with the work they do. The Interim Steering Committee will review each member's selection of a caucus for this purpose.

Affordable Housing

Organizations that identify their missions as advancing the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles relating to:

- Developing or preserving affordable or mixed-income housing;
- Eliminating homelessness;
- Fighting the displacement of low-income families in gentrifying areas;
- Increasing housing options for those with physical or mental disabilities; or
- Other issues relating to housing supply and affordability.

Fair Housing

Organizations that identify their missions as advancing the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles relating to:

- Reducing segregation;
- Eliminating discrimination in the housing market;
- Implementing fair housing laws and regulations;
- Identifying barriers to fair housing;
- Training people to address fair housing issues; or
- Other issues relating to housing access.

Foundation Partners (2 seats)

Grantmaking institutions that fund nonprofits and/or public agencies to accomplish any or all of the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles.

Healthy Communities

Organizations that identify their missions as advancing the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles relating to:

- Public safety;
- Access to high-quality education, from early childhood through college or career training;
- Public health, including access to healthy food, affordable healthcare, opportunities for physical activity, and others;
- Civic engagement; or
- Other issues relating to building strong communities.

Healthy Environment

Organizations that identify their missions as advancing the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles relating to:

- Renewable energy, energy efficiency, and greenhouse gas reduction;
- Land conservation;
- Water quality and supply;

- Waste reduction;
- Environmental justice; or
- Other environmental issues.

Regional Prosperity

Organizations that identify their missions as advancing the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles relating to:

- Poverty eradication and asset development;
- Regional economic competitiveness;
- Building connections between the public and private sectors and expanding corporate civic engagement;
- Workforce development and expanding access to the labor force;
- Small business development;
- Developing commercial and/or industrial properties to create jobs; or
- Other economic development issues.

Researchers and Academics

Institutions that do research to advance any or all of the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles.

Transportation Choices

Organizations that identify their missions as advancing the MetroFuture goals, Massachusetts Sustainable Development Principles, or Federal Livability principles relating to:

- Expanding access to public transit, including for those with disabilities;
- Reducing vehicle miles traveled and traffic congestion;
- Promoting transit use, walking, and biking;
- Improving the efficiency and inclusiveness of transportation planning and construction;
- Helping localities to improve the quality and efficiency of their transportation systems; or
- Other transportation issues.



Consortium for Sustainable Communities

*Metro Boston Consortium for Sustainable Communities
Consortium Agreement*

I. Introduction

The Metro Boston Consortium for Sustainable Communities (“the Consortium”) is a broadly-based coalition committed to implementing *MetroFuture: Making a Greater Boston Region*, the regional blueprint for sustainable and equitable development in Metro Boston, to better the lives of the people who live and work in the region between now and the year 2030. To help achieve this vision, in October 2010 the US Department of Housing and Urban Development awarded the Consortium a 3-year, \$4 million Sustainable Communities Regional Planning Grant (“the Grant”) to help implement this groundbreaking plan.

The MetroFuture Implementation Strategies include hundreds of recommendations for policy and program changes designed to help ensure that the region meets the plan’s goals. Key activities among them will be funded through the Sustainable Communities Regional Planning Grant, including the following six categories of activities:

- First, the program will help to fill key gaps in the MetroFuture plan through additional regional analysis, planning, and data collection.
- The core of the program will help to make sustainable and equitable development a reality through intensive local planning and zoning efforts in a limited number of communities, including multi-jurisdictional efforts. These efforts, tailored to different community types, will apply existing tools and new best practices in an integrated way so as to achieve equitable and sustainable outcomes. See next page for examples of the kinds of projects this will include.
- Together, these place-based efforts will inform the development of new tools and models for local implementation of the MetroFuture vision, with a distinct approach for each of our four community types. These tools and models will continue to advance MetroFuture long after the funding period ends.
- The Consortium will also conduct regional and state-level policy work designed to remove barriers and create incentives for smart growth.
- In addition, the program will build capacity of local leaders through education, workshops, and opportunities for cross-regional dialogue.
- The Consortium will track the region’s progress through regional indicators, disseminate these indicators to decision-makers and the general public, and use them to inform policy and planning work.

The Consortium includes municipalities; state agencies; community based organizations; advocacy groups; academic institutions; business interests; foundations; public housing authorities; and other partners committed to building a livable, sustainable, and equitable region. A 27-member Steering Committee governs the Consortium. The Metropolitan Area Planning Council (MAPC) staffs the Consortium. Between 2011 and 2014, the Consortium and MAPC will engage diverse public, community and civic partners in the work of implementing MetroFuture. More information on the Consortium and MetroFuture can be found online at: <http://mapc.org/metrofuture/sustainable-communities>.

II. Benefits to Consortium members

Eligible to submit proposals for Consortium projects. Only members of the Consortium are eligible to receive direct technical assistance through this grant. Only members may submit proposals for new place-based projects; tools, models, and best practices; capacity-building programs; and state and regional policy recommendations for consideration by the Steering Committee. The Steering Committee will create and disseminate criteria on which project proposals will be judged, and will solicit proposals several times over the course of the Grant. The Consortium will likely not be able to fund all proposed projects, so no Consortium member is guaranteed that their proposal will be funded.

If a project is chosen that involves the exchange of funds or labor, a contract will be executed outlining the scope of work, payments, timeline, deliverables, and other details.

Eligible to receive program funds. Only Consortium members are eligible to receive federal funds as “sub-grantees” in circumstances where they bring unique technical expertise, local knowledge, policy knowledge, or other capacity that will increase the effectiveness of the program. Requests for such sub-grants may be included in the proposals described above, or the Steering Committee may choose to solicit proposals from Consortium members for specific activities. All sub-grantees will be expected to contribute appropriate leveraged resources in the form of staff time or in-kind resources. All sub-grants will require approval of the Steering Committee; not all Consortium members will directly receive program resources. Where Consortium members are direct recipients of federal funds, the agreement will specify the federal transparency, reporting, and other requirements that apply.

Access tools, models, and best practices. Consortium members will also have access to the tools, models, and best practices developed by MAPC and other Consortium partners through the Sustainable Communities grant. While members are free to use the tools, modify them in consultation with MAPC, and pass them on to others, they must attribute them to the Metro Boston Consortium for Sustainable Communities. Members will also be eligible to suggest additional tools to be developed through the Sustainable Metro Boston program.

Access learning and networking opportunities. Through the Consortium, members will have access to working groups, caucuses, full Consortium meetings, Steering Committee meetings, and other opportunities for peer-to-peer learning. Members and any number of the member’s staff, leadership, and constituents may take advantage of as many of these learning opportunities as they see fit. Groups that meet between full Consortium meetings will publicize their meeting times and agendas to the full Consortium and consistent with open meeting law as applicable.

III. Responsibilities of Consortium members

Advance Sustainable Communities in Metro Boston. During the duration of this Agreement, members of the Consortium commit to make good faith efforts to advance, through policies, programs, and investments, the MetroFuture goals (www.metrofuture.org/content/metrofuture-scenario) and the federal Livability Principles:

- Provide more transportation choices
- Promote equitable, affordable housing
- Enhance economic competitiveness

- Support existing communities
- Coordinate and leverage federal policies and investment
- Value communities and neighborhoods

(For more on the federal Livability Principles, visit:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/sustainable_housing_communities/Six_Livability_Principles)

Examples of “good faith efforts” may include considering the regional impact of local planning or zoning proposals; prioritizing investments to underserved communities; adopting Consortium priorities into policy advocacy work; establishing mechanisms to engage more diverse participants in public policy discussions; and/or taking concrete steps to achieve MetroFuture Goals and to advance MetroFuture Implementation Strategies.

Participate in the Consortium. Members will actively participate in Consortium meetings and other events and, except where their representation to the Steering Committee is appointed, voting in elections for Consortium leadership. Outside of meetings, members will, from time to time, devote time to review products and provide feedback to improve program effectiveness and inclusiveness.

Share information about the Consortium. Members will be involved in Consortium communications and outreach, undertaking activities to share information about the Sustainable Communities program with colleagues and allied organizations. They will also, where appropriate, use their existing networks of relationships to help identify local and regional partners to participate in local planning projects and other endeavors.

Delegate decision-making. Consortium members agree to delegate responsibility for day-to-day decision-making to the Steering Committee, on which they will be represented by elected or appointed members, as outlined in the Consortium structure document (attached). Consensus will be the goal of decision-making, but if a decision cannot reasonably be reached, a majority of those present and voting can decide any question. Thirteen qualified members will constitute a quorum for transacting business.

Appoint a primary point of contact. Consortium members will each appoint a primary point of contact for the Consortium. This person will be responsible for informing other key people within the municipality, agency or organization of the Consortium’s activities. Should the contact leave the member’s employment or leadership, the member will appoint a new primary point of contact, and inform MAPC and, if applicable, their caucus representative to the Steering Committee.

Other. If applicable, members also commit to:

- Participate in advocacy efforts related to the program, although no member will be expected to accept every advocacy position of the Consortium.
- Vote in one of the Consortium’s eight topical caucuses, unless their representation to the Steering Committee is appointed. Members may change their caucus selection for this purpose over the duration of the Agreement. Any members may attend Steering Committee meetings, and may attend the meetings of any caucus, including but not limited to the caucus in which they choose to vote.

IV. Miscellaneous

Expansion of Consortium Membership. Any eligible entity may join the Consortium at any time. The Steering Committee may undertake special outreach to engage underrepresented constituencies as needed.

Changes to Membership Terms. The Steering Committee of the Consortium may, after consultation with the Consortium members, choose to change the terms of membership at any time, and will provide written notification of any changes to the entire Consortium membership.

Duration of Consortium Agreement. This Agreement shall remain in force for the duration of the HUD Sustainable Communities Regional Planning Grant, which is expected to conclude on February 15, 2014.

Termination of Consortium Agreement. Any member may, at any time, provide written notice to MAPC of their intent to leave the Consortium. This will result in the termination of any benefits accruing due to membership in the Consortium unless the parties agree to the contrary under mutually acceptable terms.

Signature. This document is to be signed by a representative of each Consortium member who has the authority to enter into an agreement on behalf of that entity.

EXECUTED as of _____, 2011.

Name

Title

Municipality or Organization

Primary Point of Contact:

Name

Title

Phone No.

Email Address

Mailing Address

City/Town

Zip Code

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

Agenda Item: Proposed Hazmat Route

Presenter(s): Kate Fitzpatrick, Town Manager

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

I will update the Board about the proposed Hazmat routing proposed by the City of Boston. Over the past two weeks, several representatives of Town departments attended public hearings about the City of Boston's proposed routing designation for the transportation of non-radioactive hazardous materials along the I93/I95 corridor. Under the proposed routing, the City of Boston would prohibit the use of City streets for the "through" transportation of such materials where there is neither a point of origin nor destination within the City of Boston.

The primary concern that we have identified is that construction to widen the highway and increase its capacity is on-going and will be for several years. During this construction process, there are often temporary lane changes and barriers, which coupled with the actual construction itself, can increase the chances for accidents. The Fire Chief suggested at the hearing that changes to the routing designation, if allowed, be delayed until after the "Add-a-Lane" project.

Written commend may be provided until September 23, 2011.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

3. BACK UP INFORMATION ATTACHED:

- a. massDOT Notice of Proposed Hazmat Route and Public Hearings.

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

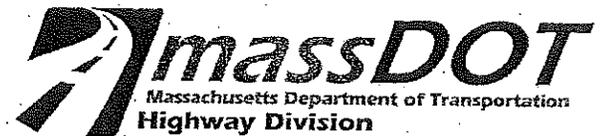
Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



Deval L. Patrick, Governor
Timothy P. Murray, Lt. Governor
Jeffrey B. Mullan, Secretary & CEO
Frank DePaola, Acting Administrator



July 22, 2011

Via First Class Mail

Anne Lynch, Executive Director
Massachusetts Motor Trucking Association
10 Liberty Sq, 5th Floor
Boston, MA. 02109

**NOTICE OF PROPOSED HAZMAT
ROUTE AND PUBLIC HEARINGS**

Dear Director Lynch:

In accordance with 49 C.F.R. § 397.71(b)(3), the Massachusetts Department of Transportation ("MassDOT") is providing Notice of the City of Boston's proposed routing designation for the transportation of Non-Radioactive Hazardous Materials ("NRHM") along the I-93/I-95 corridor. Hearings will be held on August 23, 24, 30, and September 1 at the below locations. Comments will be accepted until 5:00 p.m. on September 23, 2011.

Boston

Tuesday, August 23, 2011
State Transportation Building
10 Park Plaza, 2nd Floor
Boston, MA 02116
6:30 p.m. – 8:30 p.m.

Quincy

Wednesday, August 24, 2011
Thomas P. Crane Public Library
40 Washington Street
Quincy, MA 02169
6:30 p.m. – 8:30 p.m.

Waltham

Tuesday, August 30, 2011
Clark Government Center
Main Auditorium
119 School Street
Waltham, MA 02451
6:30 p.m. – 8:30 p.m.

Stoneham

Thursday, September 1, 2011
Stoneham Town Hall Auditorium
35 Central Street,
Stoneham, MA 02180
6:30 p.m. – 8:30 p.m.

Under the proposed routing designation, the City of Boston would prohibit the use of City streets for the "through" transportation of NRHM where there is neither a point of origin nor destination within the City of Boston. The proposal would designate I-93/I-95 as the prescribed through route over which such NRHM approaching the City of Boston is to be transported. Within Boston, only shipments to destinations/points of origin located within the City would be permissible, provided the motor carrier applies for and receives a permit from the City. For vehicles approaching Boston from Quincy in route to Everett, the routing evaluation prepared by the City identifies the proposed north bound route as: start at Exit 9 on I-93 and continue as follows: Start on I-93 at Exit 9, South on I-93 to I-95N access ramp, North on I-95 to I-93S access ramp, South on the I-93 to Route 38 ramp, South on Route 38, South on Maffa way to Rutherford Avenue, Northwest on Rutherford Ave to Alford Street, Northeast on Alford Street/Route 99, End on Alford St./Route 99 Bridge before Everett. For vehicles approaching

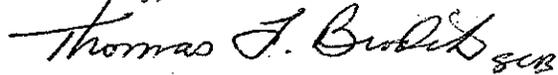
Ten Park Plaza, Suite 4160, Boston, MA 02116
Tel: 617-973-7000, TDD: 617-973-7306
www.mass.gov/massdot

Boston from Everett in route to Quincy, the routing evaluation identifies the proposed south bound route as: start on Route 99 Bridge before Everett and continues as follows: Start on Alford Street/Route 99 Bridge just before Everett, Southwest on Alford Street/Route 99, Northwest onto Main Street to Mystic Avenue/Route 38, North on the Mystic Avenue to I-93 ramp, North on the I-93 to I-95S ramp, South on I-95 to I-93N ramp, North on I-93, End on I-93 at Exit 9.

MassDOT encourages you to submit all comments and concerns regarding the proposed route to Thomas F. Broderick, P.E., Acting Chief Engineer, MassDOT, 10 Park Plaza, Suite 4160, Boston, MA 02116, ATTN: BOSTON HAZMAT ROUTE. Submissions will also be accepted at any of the public hearings or electronically at bostonhazmat@state.ma.us.

For additional information, including the City of Boston routing evaluation, please visit MassDOT's website at <http://www.massdot.state.ma.us/Highway>.

Sincerely,

Handwritten signature of Thomas F. Broderick in cursive script.

Thomas F. Broderick, P.E.
Acting Chief Engineer

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

Agenda Item: Town Hall Project Update

Presenter(s): Kate Fitzpatrick, Town Manager

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

I will provide the Board with an update on the Town Hall construction project.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

Discussion Only

3. BACK UP INFORMATION ATTACHED:

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ Present on future Agenda: _____

Refer to/Inform: _____ Report back to BOS on: _____

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

Agenda Item: Fiscal Year 2013 Budget Consultation
Presenter(s): Kate Fitzpatrick, Town Manager
Dave Davison, Assistant Town Manager/Finance

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

We will seek the input of the Board before issuing final FY2013 Budget Submission Guidelines.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

3. BACK UP INFORMATION ATTACHED:

a. FY13 Budget Schedule

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

FY 2013 BUDGET SCHEDULE

	Date		Activity	Comment
July	1	2011	Start of Fiscal Year 2012	
August	3	2011	Town Manager issues capital improvement budget guidelines to department managers	
August	16	2011	5 Year Pro Forma Update Presentation to Board of Selectmen	
August	16	2011	Board of Selectmen Town Manager budget consultation with the Board of Selectmen	
August	17	2011	5 Year Pro Forma Update Presentation to the Finance Committee	Postponed 9/7/2011
September	5	2011	Labor Day Holiday	
September	7	2011	Finance Committee Meeting Town Manager budget consultation with the Finance Committee	
September	13	2011	Board of Selectmen	Board opens the Special Town Meeting Warrant November 7, 2011
September	13	2011	Town Manager budget consultation with Board of Selectmen (2 nd)	
September	15	2011	Target Date for FY13 budget guideline release	
September	27	2011	Board of Selectmen	Board closes the Special Town Meeting Warrant November 7, 2011
October	5	2011	Finance Committee Meeting	
October	7	2011	Offices return to Town Hall	Friday - PSAB Closes at 12 Noon
October	8	2011	Offices return to Town Hall	Saturday
October	9	2011	Offices return to Town Hall	Sunday
October	10	2011	Columbus Day Holiday Offices return to Town Hall	Monday
October	11	2011	Offices return to Town Hall	Town Hall closed to public
October	11	2011	Board of Selectmen	At Library
October	12	2011	Town Hall Reopens	Wednesday
October	19	2011	Any written recommendations for inclusion in 11/07/2011 STM Warrant are due	
October	20	2011	11/7/2011 STM Warrant goes to printer	
October	21	2011	Final Capital Requests Due	
October	21	2011	11/07/2011 STM Warrant distributed	
October	25	2011	Board of Selectmen	At Library
October	31	2011	Department Spending Requests Due	
November	7	2011	Special Town Meeting begins at 7:30 PM in the Town Hall	
November	8	2011	Board of Selectmen Town Manager budget consultation	
November	10	2011	Town Manager meetings with department managers to review spending requests	
November	11	2011	Veteran's Day Holiday	Friday
November	12	2011	Town Manager meetings with department managers to review spending requests	
November	16	2011	Town Manager meetings with department managers to review spending requests	
November	22	2011	Town Manager budget and capital consultation update with Board of Selectmen	
November	22	2011	Preliminary FY13 Capital Project list	
November	23	2011	Town Manager meetings with department	

FY 2013 BUDGET SCHEDULE

Date		Activity		Comment
			managers to review spending requests	
November	24	2011	Thanksgiving Day Holiday	
December	6	2011	Board of Selectmen FY2012 Tax Classification Public Hearing	
December	6	2011	FY2011 Audit Presentation	
December	6	2011	Preliminary five year capital improvement plan presented to Board of Selectmen	
December	14	2011	Department spending requests are due to Finance Committee from the Town Manager and School Superintendent	
December	14	2011	Finance Committee Meeting (tentative)	
December	20	2011	Board of Selectmen	
December	20	2011	Board of Selectmen Votes CIP Recommendation	
December	25	2011	Christmas Day Holiday	Sunday
December	26	2011	TOWN HALL CLOSED	
January	1	2012	New Year's Day Holiday	Sunday
January	2	2012	TOWN HALL CLOSED	
January	3	2012	FY 2013 – FY 2017 Capital Improvement Plan Formal Release	
January	10	2012	Board of Selectmen	Board opens the May 7, 2012 Annual Town Meeting Warrant
January	16	2012	Martin Luther King, Jr. Holiday	
January	17	2012	Town Manager consultation with the School Committee on FY13 budget	
January	20	2012	Massachusetts Municipal Association Annual Conference	
January	21	2012	Massachusetts Municipal Association Annual Conference	
January	31	2012	Town Manager's Budget Presentation	Special BOS Meeting
January	31	2012	Town Manager's budget is due to the Finance Committee	NGB 2.2.1
February	6	2012	Warrant articles for 2012 Annual Town Meeting are due to the Board of Selectmen	NGB 1.15
February	14	2012	Board of Selectmen	Board closes the May 7, 2012 Annual Town Meeting Warrant.
February	20	2012	President's Day	
February	22	2012	Finance Committee FY13 draft budget is due to the Town Manager	
February	28	2012	Board of Selectmen's last regularly scheduled meeting to vote ballot questions for Annual Town Election	
March	15	2012	Finance Committee FY13 Budget recommendations are due for inclusion in the Annual Town Meeting Warrant.	
March	27	2012	Board of Selectmen	IF necessary the Board opens the May 14, 2012 Special Town Meeting Warrant
April	3	2012	Board of Selectmen	Board closes the May 14, 2012 Special Town Meeting Warrant
April	10	2012	Town Election	NGB 1.1.1
April	11	2012	Board of Selectmen	Wednesday Reorganization Meeting

FY 2013 BUDGET SCHEDULE

Date		Activity		Comment
April	16	2012	Patriot's Day	
April	18	2012	Finance Committee Meeting (tentative)	
April	23	2012	Annual Town Meeting Warrant and Packets distributed	\
April	26	2012	Finance Committee's written recommendations are due for inclusion in 05/14/2012 STM Warrant	
April	26	2012	List of Annual TM Warrant Articles Published in Local Paper	
April	26	2012	List of Special TM Warrant Articles Published in Local Paper	
April	27	2012	Special Town Meeting Warrant and Packets distributed	
April	30	2012	LWV (assumed)	
May	7	2012	Annual Town Meeting - Begins	
May	14	2012	Special Town Meeting - Begins	
May	28	2012	Memorial Day Holiday	
June	12	2012	Board of Selectmen	
June	26	2012	Board of Selectmen Meeting (tentative)	Last meeting for Fiscal Year 2012
June	27	2012	Finance Committee Meeting (tentative)	Last meeting for Fiscal Year 2012 business
July	1	2012	START OF FY13	

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

Agenda Item: Boston Region Metropolitan Planning Organization Election
Presenter(s): Board Discussion

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

The Board will discuss the election process for town and sub-region representatives on the Boston Region Metropolitan Planning Organization. Each community may nominate one person for each open slot. At its meeting on August 16, 2011, the Board voted to nominate Chairman Moe Handel for one of the At-Large Town slots. The towns of Foxboro, Franklin, Walpole, Topsfield, Hopkinton, Wellesley, Wayland, Natick and Dover have so far voted or indicated a willingness to support Needham's nomination.

The Town of Norwood has requested that the Town of Needham support Board Chairman Michael J. Lyons to serve in the TRIC sub-region seat, and the Town of Natick has asked that Needham support Board Chairman Charles M. Hughes for the other At-Large Town seat.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: [YES] NO (circle one)

Suggested Motion: That the Board vote to nominate Michael J. Lyons, Chairman of the Norwood Board of Selectmen to represent the TRIC sub-region, and to nominate Charles M. Hughes, Chairman of the Natick Board of Selectmen to represent one At-Large Town seat; and to authorize the Chairman to sign the nomination form on behalf of the Town.

3. BACK UP INFORMATION ATTACHED:

- a. Letter of request and nomination form from John Carroll, General Manager, Town of Norwood
- b. MPO Statement of Candidacy and nomination form for Charles M. Hughes, Chairman, Board of Selectmen, Town of Natick

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____



The TOWN OF NORWOOD

RECEIVED
Commonwealth of Massachusetts
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2011 AUG 29 A 10:48

GENERAL MANAGER

JOHN J. CARROLL
(781) 762-1240

August 17, 2011

Kate Fitzpatrick
Town of Needham
500 Dedham Street
Needham, Ma. 02492

Re: MPO Election

Dear Ms. Fitzpatrick,

Kate

A few weeks ago, the town of Norwood was approached about representing the Three Rivers Interlocal Council (TRIC), a subregion of the Metropolitan Area Planning Council (MAPC), at the Boston Metropolitan Planning Organization (MPO). The Boston MPO was recently reorganized to include all of MAPC's subregions as voting members at the MPO (see attached MPO organizational chart).

At TRIC's August 16, 2011 meeting, TRIC representatives from the towns of Dedham, Medfield, Milton, Needham, Walpole and Westwood expressed their desire for Norwood to submit nomination papers to become TRIC's representative at the MPO. Towards that end, please find attached Norwood's nomination papers for Michael J. Lyons, Chairman of the Board of Selectmen. Should Mr. Lyons win the election, he will designate Thomas O'Rourke, 37 Hawthorne Street, Norwood, Ma. to act in his behalf at the MPO meetings. Mr. O'Rourke is Norwood's MAPC and TRIC representative. Mr. O'Rourke is also the Executive Director of the Neponset Valley Chamber of Commerce and will serve TRIC's communities fairly and equitably.

Since time is short in submitting the nomination papers, I ask that you have your Chairman of the Board of Selectmen ~~or Town Council~~ sign the attached nomination papers and return to me as soon as possible. Thank you, in advance, for your cooperation in this matter. If you have any questions, please feel free to contact me.

Sincerely,

John J. Carroll
General Manager

MPO Election Nomination Papers

Nominated Community	Name of Chief Elected Official	Signature
Norwood	Michael J. Lyons	
Open MPO Seat Community Is Running For (only check one)	<input type="checkbox"/> At-Large Town Seat	<input type="checkbox"/> At-Large City Seat
	<input checked="" type="checkbox"/> Sub-regional Seat	

Endorsers

Nominating Community	Name of Chief Elected Official	Signature

Individual endorsements may be attached as a separate letter but must specify the municipality and the official being nominated and must be signed by the chief elected official of the endorsing community.

Please return in person or by mail
By 5 PM on Friday, September 23, 2011 to:
Marc Draisen, Executive Director
Metropolitan Area Planning Council
60 Temple Place
Boston, MA 02111
 Phone inquiries to
 Eric Bourassa, MAPC (617) 451-2770 x2043
 Paul Regan, MBTA Advisory Board (617) 426-6054

Certification of Receipt Metropolitan Area Planning Council
--

MPO Statement of Candidacy

Community: Natick

Chief Elected Official: Charles M. Hughes

Natick seeks an at-large Town seat on the Boston MPO to help ensure fair and farsighted funding of transportation improvements throughout the region. Natick is a regionally important community for employment and commerce, and is impacted by the need to maintain and improve the Boston area's transportation system to support economic recovery and growth.

If elected, our priorities are to ensure equitable funding of transportation projects; to work for visibility, transparency and credibility of the TIP process; to advocate for federal and state funding to sustain and modernize our transportation infrastructure; and to collaborate effectively with the communities and organizations represented on the MPO.

Natick is committed to regional partnerships. As among the first communities to join the MetroWest RTA, as an active member of our MAPC subregion, and as home to leaders who work to strengthen the entire region and the commonwealth, we can participate productively on the expanded MPO.

Natick understands the importance of every mode of travel: whether passenger or freight; bus, rail, auto, bicycle and pedestrian; mobility and disability issues; and the challenges of working within inherited systems and cultures. The Town supports infrastructure investment, with a track record of engaging the public on strategic issues.

We are grateful for community support for Natick's nomination and candidacy as an at-large Town member of the MPO.

We encourage interested officials to contact our Chair, Charlie Hughes at 508 596-5990 or BOS member Joshua Ostroff at 508 654-3330 with any questions, comments or concerns or ideas.

MPO Election Nomination Papers

Nominated Community	Name of Chief Elected Official	Signature
<u>Natick</u>	<u>Charles M. Hughes</u>	_____
Open MPO Seat Community Is Running For (only check one)	<input checked="" type="checkbox"/> At-Large Town Seat	<input type="checkbox"/> At-Large City Seat
	<input type="checkbox"/> Sub-regional Seat	

Endorsers

Nominating Community	Name of Chief Elected Official	Signature
<u>Needham</u>	<u>Maurice P. Handel</u>	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Individual endorsements may be attached as a separate letter but must specify the municipality and the official being nominated and must be signed by the chief elected official of the endorsing community.

Please return in person or by mail
By 5 PM on Friday, September 23, 2011 to:
Marc Draisen, Executive Director
Metropolitan Area Planning Council
60 Temple Place
Boston, MA 02111
 Phone inquiries to
 Eric Bourassa, MAPC (617) 451-2770 x2043
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Certification of Receipt

Metropolitan Area Planning Council

Board of Selectmen

AGENDA FACT SHEET for 9/13/2011

Agenda Item: Committee Reports

Presenter(s): Board Discussion

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED:

Board members will report on the progress and / or activities of their Committee assignments.

2. VOTE REQUIRED BY BOARD OF SELECTMEN: YES [NO] (circle one)

3. BACK UP INFORMATION ATTACHED:

None

4. SIGN OFF/APPROVAL REQUIRED:

a.	Town Manager	yes	no	NA	_____
b.	Town Counsel	yes	no	NA	_____
c.	Finance Director	yes	no	NA	_____
d.	_____	yes	no	NA	_____

Disposition by BOS

Action taken: _____ **Present on future Agenda:** _____

Refer to/Inform: _____ **Report back to BOS on:** _____

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

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

Event Manager Name (Name that will appear on license)	DAVID E. DRAKE
Event Manager Address	[REDACTED]
Event Manager Phone Number	[REDACTED]
Organization Representing (if applicable)	NEEDHAM CARES, INC.
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input checked="" type="checkbox"/> Non-profit <input type="checkbox"/> For profit <input checked="" type="checkbox"/> Proof of non-profit status is attached Form of Proof: <u>IRS LETTER</u>
Name of Event	NEEDHAM CARES 3RD ANNUAL BARBEQUE
Date of Event	9/24/11 7-10 PM
License is for Sale of:	<input checked="" type="checkbox"/> Wines & Malt Beverages Only <input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)
Requested Time for Liquor License	FROM: 7 PM TO: 11 PM
Are tickets being sold in advance for this event?	<input checked="" type="checkbox"/> YES \$ 30/per ticket AND \$ 40/PER TICKET (AFTER 9/18) <input type="checkbox"/> NO
Is there an admission fee for this event?	<input checked="" type="checkbox"/> YES \$ /per ticket SEE ABOVE <input type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
How many people are you expecting at this event?	150-200
Name & address of event location. Please attach proof of permission to use this facility.	NEEDHAM HISTORICAL SOCIETY, 1147 CENTRAL AVE., NEEDHAM, MA
Who will be serving the alcohol to your guests?	LAUREN WINTERSTEINER FROM DUNN-GABERIN'S FOOD & SPIRITS IN NEWTON, MA.
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).	LAUREN WINTERSTEINER. SEE ATTACHED CERTIFICATE.
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.	GUESTS WILL BE SERVED AT BAR.
<input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))	
Event Manager Signature:	<u>David E. Drake</u> Date: 9/8/11

David Drake

From: David Drake [david.drake@verizon.net]
Sent: Wednesday, August 24, 2011 8:59 PM
To: david.drake@verizon.net
Subject: Needham Cares 3rd Annual Barbeque - Back by Popular Demand!

Needham Cares 3rd Annual Barbeque!



When: Saturday, September 24th, 7 – 10 PM

Where: Needham Historical Society

What: A fundraising event including food from Blue Ribbon Barbeque, beer, wine and soft drinks, music by Russell and Andy Garlick, and bartending provided by Dunn-Gaherin's Food and Spirits.

Cost: \$30/person if paid by September 18th and \$40/person after September 18th. Checks should be made payable to Needham Cares, Inc. and mailed to: David Drake, 22 Brackett Street, Needham, MA 02492.

Needham Cares Mission: Needham Cares helps people rebuild - their lives, homes, schools and communities - whether impacted negatively by natural disasters or simply "hard times". We provide aid with direct financial support and/or hands-on volunteer service.

Past Work: Needham Cares was founded in the fall of 2005 as a direct result of Hurricane Katrina. We have worked in Mississippi and in Galveston, TX after Hurricane Ike.

Current Work: Needham Cares has shifted our efforts to assist the victims of the earthquake in Haiti and the tornados in Springfield, MA. The proceeds of this event will be directed toward assisting victims in these two areas.

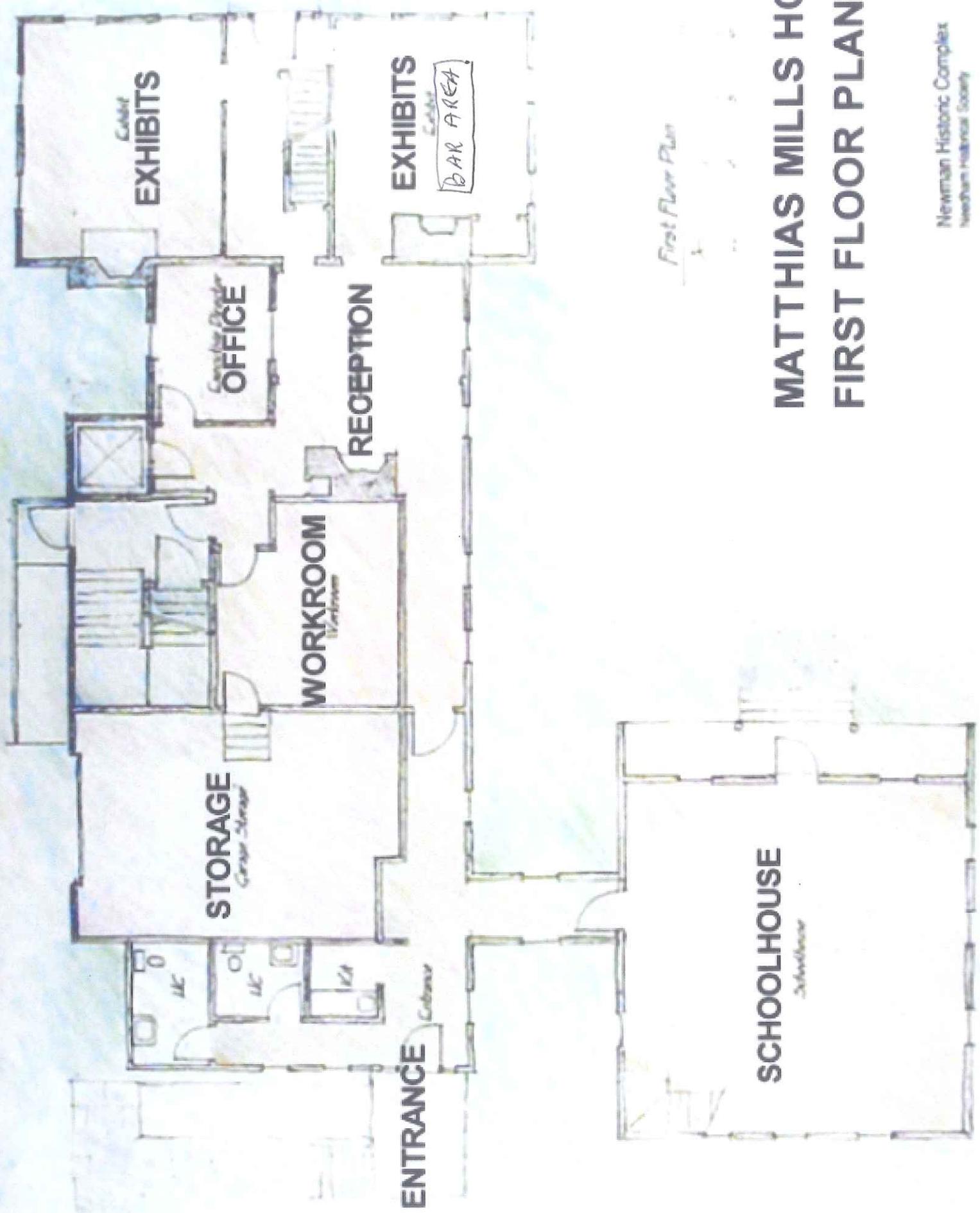
Please help us spread the word. Mark your calendar, tell your friends, and

buy your tickets now!

For more information, please contact either David Drake at david.drake@verizon.net or Sheila Pransky at Sgpransky@comcast.net. You can also find us on Facebook and become a member of our group.

Needham Cares – Helping People Rebuild

David Drake
President – Needham Cares, Inc.



First Floor Plan

MATTHIAS MILLS HC FIRST FLOOR PLAN

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

Event Manager Name (Name that will appear on license)	Ed Davis
Event Manager Address	1191 Greendale Ave
Event Manager Phone Number	781-247-0158
Organization Representing (if applicable)	St. Sebastian's School
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input checked="" type="checkbox"/> Non-profit <input type="checkbox"/> For profit <input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____
Name of Event	Alumni Dinner
Date of Event	10-6-11
License is for Sale of: <input type="checkbox"/> Wines & Malt Beverages Only <input checked="" type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)	
Requested Time for Liquor License	FROM: 6:00 TO: 10:00
Are tickets being sold in advance for this event?	<input checked="" type="checkbox"/> YES \$ 25 /per ticket <input type="checkbox"/> NO
Is there an admission fee for this event?	<input type="checkbox"/> YES \$ /per ticket <input checked="" type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
How many people are you expecting at this event?	100
Name & address of event location. Please attach proof of permission to use this facility. Ward Hall	
Who will be serving the alcohol to your guests? Sage Dining Services	
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate). Form on file	
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan. Bartenders will serve drinks to guests at the bar	
<input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))	
Event Manager Signature:	Date: 9/8/11



The St. Sebastian's School Alumni Association cordially invites you to attend the
Alumni Reception & Dinner

honoring the

1960-61 and 1961-62 undefeated Varsity Hockey Teams

Thursday, October 6, 2011

6:00 p.m. Reception · Dinner & Presentations to follow

St. Sebastian's School · Ward Hall

Cost \$25/person

Guest Speakers Include

Coach Henry Lane '49 · Jack Doherty '62 · Brian Kelly '61 · Ed Kirk '62

Register through the "Event Registrations" Page (found under Quicklinks) at
www.stsebastiansschool.org or by contacting Andy Bartlett at
andy_bartlett@stsebs.org or 781-247-0121.

Ward Hall
Alumni Dinner
10-6-11

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BAR

Town of Needham
Water Sewer Billing System
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

TO: TOWN TREASURER AND COLLECTOR
(cc: TOWN COMPTROLLER)

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

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

Water Sales:	-\$1,076.50
Water Irrigation:	\$0.00
Water Service:	\$0.00
Sewer Sales:	-\$3,211.00
Transfer Station Charges:	\$0.00
Total Abatement:	-\$4,287.50

Order #: 1130

Read and Approved: 9/9/2011


DPW Office Manager

For the Board of Selectmen

Date: 9/13/2011


Director of Public Works

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

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
PC	Fryberger	Dates	35119	25304	1316	South St	\$0.00	\$0.00	-\$770.75	-\$770.75	Setup	N
PC	Wiehre	David	15788	25251	106	Barrett St	\$0.00	-\$511.60	-\$1,131.95	-\$1,643.55	O.I	N
PC	Hatgreaves	Todd	35617	14262	18	Jarvis Cir	\$0.00	\$0.00	-\$126.00	-\$126.00	Leak	N
PC	Jones	Edward	19353	10474	31	Sherman St	\$0.00	-\$227.05	-\$503.45	-\$730.50	O.I	N
PC	Mead	John	15806	25563	46	Deerfield Rd	\$0.00	-\$57.35	-\$72.55	-\$129.90	MIU	N
PC	Spink	Douglas	6455	13638	31	Whiting Way	\$0.00	-\$9.60	-\$20.90	-\$30.50	Billing	n
PC	Macintyre	Donald	3519	17484	93	Canterbury Ln	\$0.00	-\$246.30	-\$547.35	-\$793.65	O.I	n
PC	Staroselsky	Yakov	32445	11644	118	Pine Grove St	\$0.00	-\$24.60	-\$38.05	-\$62.65	Equip	n

Total: -\$4,287.50

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

Legend:

- O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.
- O.E. Error = Over estimation was issued
- Leak = Leak in house or at spicket that caused loss of water, with proof of repair
- O.E. = High estimation of consumption to have customer respond to meter upgrade/exchange request
- TWN = Town Project caused damage to private property
- Equip = Equipment Malfunction
- Prog. = Meters programed incorrectly causing reading to be transferred incorrectly to billing system
- UE = Under estimated during town wide estimate
- UEW = Unexplained water loss
- SETUP = Account set up in billing system inaccurately
- P.F. = Pool Fill
- M.R.E = Meter Reading Error
- Billing = Steps were charged incorrectly
- COA = Council On Aging