

**BOARD OF SELECTMEN**  
**November 12, 2013**  
**Needham Town Hall**  
**Revised Agenda**

	<b>6:45</b>	Informal Meeting with Citizens <i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i>
<b>1.</b>	<b>7:00</b>	Public Hearing- Verizon, Chestnut Street <ul style="list-style-type: none"> <li>• Ellen Joy, Verizon Representative</li> </ul>
<b>2.</b>	<b>7:00</b>	Public Hearing- Level 3 Communications, 56 Brook Road <ul style="list-style-type: none"> <li>• Michael Weimer, Level 3 Communications</li> <li>• Fred York, Phoenix Communications</li> </ul>
<b>3.</b>	<b>7:05</b>	Needham Crossing Logo <ul style="list-style-type: none"> <li>• Devra Bailin, Director of Economic Development</li> <li>• Matt Talcoff, Chairman, Council of Economic Advisors</li> </ul>
<b>4.</b>	<b>7:15</b>	Legislative Update <ul style="list-style-type: none"> <li>• State Representative Denise Garlick</li> </ul>
<b>5.</b>	<b>7:45</b>	Town Manager <ul style="list-style-type: none"> <li>• The Needham Exchange Club- Greene's Field Shade Structure</li> <li>• Board of Selectmen Goals Status Report</li> </ul>
<b>6.</b>	<b>8:00</b>	Board Discussion <ul style="list-style-type: none"> <li>• Medical Marijuana Dispensaries</li> <li>• Committee Reports</li> </ul>
<b>7.</b>	<b>8:15</b>	Executive Session Exception 3

**CONSENT AGENDA      \*=Backup attached**

<b>1.</b>	Accept the following donations made to the Needham Off-Leash Dog Area gift account: \$50 from Risa Weinrit \$100 from Laurie Hutcheson; \$25 from Lois Sockol; \$500 from Michael Verdun; \$100 from Paul Delaney /MacMill Inc. Doody Calls; \$100 from Chillybears; \$50 from Harvey Pullman; \$50 from Jane Strickland; \$50 from Marsha Shorthose; \$100 from Carleen O'Brien; \$75 from Daniel Mazza.
<b>2.</b>	Accept donation of two new Valley Forge Koralex II polyester flags for the Needham Town Common and the Needham Heights Common in preparation for the winter months from the Norfolk Lodge, A.F & A.M.
<b>3.*</b>	Approve a 2013/2014 Weekday Entertainment license from Chalernmpol Intha of Zucchini Gold, LLC d/b/a The Rice Barn, located at 1037 Great Plain Avenue, Needham.
<b>4.</b>	Accept a \$250 donation made to the Needham Health Department's Domestic

	Violence Action Committee from the Needham Women's Club.					
5.	Approve a \$1189.65 grant from the Needham Commission on Disabilities to the Town Departments and the Needham Community Council to purchase seven Comfort Duett Classic Communicator Kits at \$169.95 each from the company Maxi Aids.					
6.*	Approve a One Day Special Wines and Malt Beverages Only License for Nancy Wright of Perennial Designs to host a Fall Festival and Holiday Preview event on November 14, 2013 from 6:00 p.m. to 9:00 p.m. at Perennial Designs, 117 Chapel Street, Needham.					
7.*	Approve a One Day Special Wines and Malt Beverages Only License for Nancy Wright of Perennial Designs to host a Holiday Open House event on December 5, 2013 from 6:00 p.m. to 9:00 p.m. at Perennial Designs, 117 Chapel Street, Needham.					
8.	Approve continuation of the experimental Traffic Regulation in accordance with the Needham Traffic Rules and Regulations Section 3-6 for Great Plain Avenue for the period November 16, 2013 to December 16, 2013: one Handicap Parking spot, and one 15 minute Parking spot, in front of the former Eaton Square Right of Way adjacent to MBTA Right of Way					
9.*	Approve and authorize the Town Manager to sign an application for a Community Innovation Challenge Grant for cloud accounting, security and public access through the Community Software Consortium.					
10.	In accordance with Section 20B (5) of the Town Charter, and upon the recommendation of the Town Manager and the Personnel Board, approve a general wage increase for non-represented employees of 2 ½% for fiscal year 2015.					
11.*	Water & Sewer Abatement, Order #1170					
12.*	Approve Minutes from October 22, 2013, October 29, 2013, and November 4, 2013.					
13.*	Approve Executive Session Minutes from October 8, 2013 and October 22, 2013.					
14.	Authorize Town Manager to issue a letter to Verizon Communications requesting that Verizon relocate its equipment in the Needham Channel located at 257 Chestnut Street from one room to its adjoining room within that building without charge, in accordance with section 5.1.3 of the Final License. The other cable providers, Comcast and RCN, have already agreed to relocate their equipment at no charge.					
15.	Grant permission for the following resident to hold a Block Party:					
	Name	Address	Location	Party Date	Party Rain Date	Time
	Ratify Claudia Carroll	140 Valley Road	Intervale Road from Norwich to Peacedale	10/26/2013	10/27/2013	1-4pm

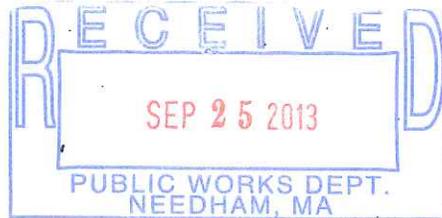


**Board of Selectmen  
TOWN OF NEEDHAM  
AGENDA FACT SHEET**

**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Public Hearing: Verizon Petition for Chestnut Street
<b>Presenter(s)</b>	Ellen Joy, Verizon Representative

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
<p>Verizon requests permission to install approximately 200 feet of conduit and innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut Street, Needham.</p> <p>The Department of Public Works has approved this petition, based on Verizon's commitment to adhere to regulation that <b>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.</b></p>			
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	<b>YES</b>	NO
<p><b>Suggested Motion:</b> Move that the Board of Selectmen approve and sign a petition from Verizon to install approximately 200 feet of conduit and innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut Street, Needham.</p>			
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	<b>YES</b>	NO
<p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"> <li>a. Letter of Application</li> <li>b. Petition</li> <li>c. Order</li> <li>d. Petition Plan</li> <li>e. Notice Sent to Abutters</li> <li>f. List of Abutters</li> </ul>			



September 25, 2013

Chairman  
Board of Selectmen  
Town of Needham  
1471 Highland Avenue  
Needham, MA 02492

Enclosed please find one petition (6AB7N7) from Verizon New England Inc. to install approximately 200' of conduit and innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut Street.

Notice to abutters is required as well as a public hearing.

Sincerely,

Ellen M. Joy  
Verizon Right of Way Manager  
125 High Street, Oliver Tower, Floor 5  
Boston, MA 02110  
Phone: 617-743-4524  
Fax: 617-737-2771  
Email: [ellen.m.joy@verizon.com](mailto:ellen.m.joy@verizon.com)

OK to proceed  
DPW Engr.  
10/24/13  
OK R. Robinson, DPW Director  
10/24/13

enc

**PETITION FOR CONDUIT LOCATION-CITIES AND TOWNS**

To the Board of Selectmen  
of Needham, Massachusetts

VERIZON NEW ENGLAND INC. requests permission to lay and maintain underground conduits and manholes, with the wires and cables to be placed therein, under the surface of the following public way or ways:

**Chestnut Street**

The petition proposes to install approximately 200' of conduit with innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut all as shown on Plan #6AB7N7.

Also for permission to lay and maintain underground conduits, manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

Plan marked-6AB7N7 dated September 25, 2013 showing location of conduit to be constructed is filed herewith.

VERIZON NEW ENGLAND INC.

By Ellen M. Jay  
Right of Way Manager

Dated this 25<sup>th</sup> day of September, 2013.

## ORDER FOR CONDUIT LOCATION

In Board of Selectmen of the Town of **Needham**, Massachusetts

### ORDERED:

That permission be and hereby is granted the VERIZON NEW ENGLAND INC. to lay and maintain underground conduits and manholes, with the wires and cables to be placed therein, under the surface of the following public way or ways as requested in petition of said Company dated the June 4, 2013.

### Chestnut Street

**The petition proposes to install approximately 200' of conduit with innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut all as shown on Plan #6AB7N7.**

Substantially as shown on plan marked Verizon New England Inc., No. **6AB7N7** dated **09/11/13** - filed with said petition. Also that permission be and hereby is granted said VERIZON NEW ENGLAND INC. to lay and maintain underground conduits, manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

The foregoing permission is subject to the following conditions:

1. The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Board of Selectmen or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
2. In every underground main line conduit constructed by said Companies hereunder one duct not less than three inches in diameter shall be reserved and maintained free of charge for the use of the fire and police telephone and telegraph signal wires belonging to the Town and used by it exclusively for municipal purposes.
3. Said Companies shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
4. In addition said Companies shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars (\$5,000) (reference being had to the bond already on file with said Town) conditioned for the faithful performance of it duties under this permit.
5. Said Companies shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of **Needham**, Massachusetts, held on the \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Clerk of Selectmen

We hereby certify that on \_\_\_\_\_ 2013, at \_\_\_\_\_ o'clock \_\_\_\_\_ M. at \_\_\_\_\_ a public hearing was held on the petition of the VERIZON NEW ENGLAND INC. for permission to lay and maintain underground conduits, manholes and connection, with the wires and cables to be placed therein, described in the order herewith recorded, and that we mail at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Companies are permitted to construct the lines of said Companies under said order. And that thereupon said order was duly adopted.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Selectmen of the Town of Needham, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of location order, and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Needham, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 2013, and recorded with the records of location orders of said Town, Book \_\_\_\_\_ Page \_\_\_\_\_. This certified copy is made under the provisions of Chapter 166 General Laws and any additions thereto or amendments thereof.

Attest:

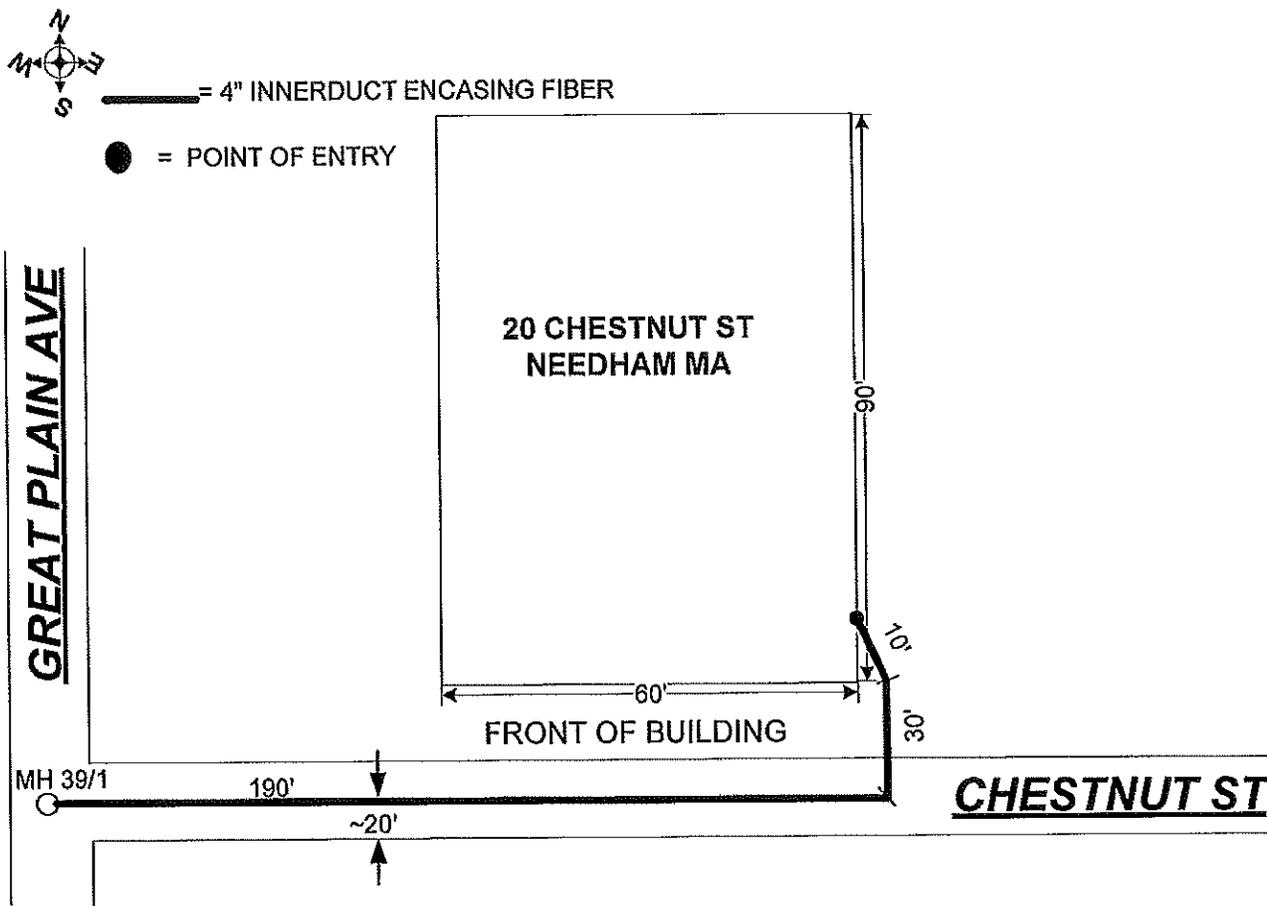
\_\_\_\_\_  
Town Clerk

**PETITION PLAN  
VERIZON NEW ENGLAND INC**

Municipality: NEEDHAM, Massachusetts No. 6AB7N7  
 Electric-Power Co.: N/A Date: 09/11/2013  
 Showing: PROPOSED NEW CONDUIT BUILDING ENTRANCE

**Proposed:** Proposed new conduit location from MH 39/1 to 20 Chestnut St

**Purpose:** For new FIOS service to 20 Chestnut St



*Drawing Not To Scale  
All Distances Are Approximate*

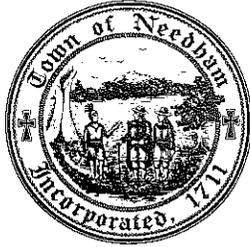
Prepared By: Fred Wagner 781-376-5067

**LEGEND**

Checked By: \_\_\_\_\_

- |  |   |
|--|---|
| ⊗ - Existing J.O. Pole to Remain*                            | ⊗ - Proposed J.O. Pole Location*                                  |
| ○ - Existing Verizon N.E. Inc. S.O. Pole to Remain**         | ● - Proposed Verizon N.E. Inc. S.O. Pole Location**               |
| ⊗ - Existing Verizon N.E. Inc. Location to be Held Jointly   | ○ - Existing Power Co. Location to be Held Jointly                |
| ⊗ - Existing Verizon N.E. Inc. Pole Location to be Abandoned | ⊗ - Existing Power Co. Pole Location to be Abandoned              |
| □ - Existing Verizon N.E. Inc. Manhole                       | ⊗ - Existing J.O. Pole Location to be Abandoned*                  |
| ..... VZ ..... - Existing Verizon N.E. Inc. Buried Cable     | □ - Proposed Verizon N.E. Inc. Manhole Location                   |
| —— VZ —— - Existing Verizon N.E. Inc. Conduit                | —— VZ —— - Proposed Verizon N.E. Inc. Conduit Location            |
|  | ..... VZ ..... - Proposed Verizon N.E. Inc. Buried Cable Location |

\*J.O. Indicates Poles Jointly-Owned by Verizon N.E., Inc. & Power Co.  
 \*\*S.O. Indicates Poles Solely-Owned by Verizon N.E., Inc. or Power Co.



## NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on November 12, 2013** upon petition of NSTAR dated **September 25, 2013** to install approximately 200 feet conduit and innerduct from an existing manhole at Great Plain Avenue down Chestnut Street for FIOS service to 20 Chestnut Street, Needham. A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Verizon representative, Ellen Joy at 781-935-3156.

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

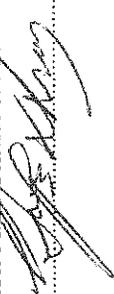
BOARD OF SELECTMEN

Dated: October 28, 2013

20 CHESTNUT STREET

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>OWNER CITY</u>	<u>State</u>	<u>OWNER ZIP</u>
199/047.0-0058-00000.0	0	CHESTNUT ST	TOWN OF NEEDHAM PARKING LOT	1471 HIGHLAND AVE	NEEDHAM	MA	02492
199/047.0-0059-00000.0	30	CHESTNUT ST	GREYMONT, ALFRED TR ALFRED W, GREYMONT REVOCABLE TRUST	PO BOX 149	TUFTONBORO	NH	03816
199/047.0-0065-00000.0	18	CHESTNUT ST	FIRST OF MANY, LLC	P.O. BOX 281	NATICK	MA	01760
199/047.0-0067-00000.0	1004	GREAT PLAIN AVE	KATZ, JEFFREY A. & GARY M, TRUSTEES AJ REALTY TRUST	1004 GREAT PLAIN AVE	NEEDHAM	MA	02492
199/047.0-0068-00000.0	1016	GREAT PLAIN AVE	SULLIVAN, JAMES M, TRUSTEE. 1016 GREAT PLAIN AVE TRUST	PO BOX 850918	BRAINTREE	MA	02155-0918
199/047.0-0069-00000.0	37	CHESTNUT ST	SALAMONE, DOUGLAS G. & DUNN, SELENE, T I SALAMONE, DONALD A & DUNN SELENE	1 SHEPARD LN	MEDFIELD	MA	02052

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





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

**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Public Hearing – Level 3 Communications Petition for 56 Brook Road
<b>Presenter(s)</b>	Michael Weimer, Level 3 Communications Fred York, Phoenix Communications

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
	<p>Level 3 Communications requests permission to lay and maintain underground conduit with cables placed therein, under the surface of the following public way: in front of 56 Brook Road at Pole #3, place a 10' rigid conduit beside the pole. They will place approximately 20' of 4" sch40 pvc conduit out towards Route 128 to the existing Level 3 conduits banks. Phoenix Communications is their preferred contractor for this work and they have filed a bond with the Town of Needham for this construction.</p> <p>The Department of Public Works has approved this petition, based on Level 3 Communication's commitment to adhere to regulation that <b>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.</b></p>		
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	<b>YES</b>	<b>NO</b>
	<p>Suggested Motion: Move that the Board of Selectmen approve and sign a petition from Level 3 Communications permission to lay and maintain underground conduit with cables placed therein, under the surface of the following public way: in front of 56 Brook Road at Pole #3, place a 10' rigid conduit beside the pole. They will place approximately 20' of 4" sch40 pvc conduit out towards Route 128 to the existing Level 3 conduits banks.</p>		
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	<b>YES</b>	<b>NO</b>
	<p><b>(Describe backup below)</b></p> <ul style="list-style-type: none"> <li>a. Letter of Application</li> <li>b. Petition Plan</li> <li>c. Notice Sent to Abutters</li> <li>d. List of Abutters</li> </ul>		

10-25-13

Petition For Conduit Location  
Town of Needham  
Board of Selectman

Level 3 Communications request permission to lay and maintain underground conduit and with cables placed therein, under the surface of the follow public way or ways:

In front of #56 Brook <sup>Road</sup> ~~Street~~ at Pole#3 we would place a 10' rigid conduit beside the pole. We would place approx. 20' of 4" sch40 pvc conduit out towards Route#128 to the existing Level 3 conduits banks .

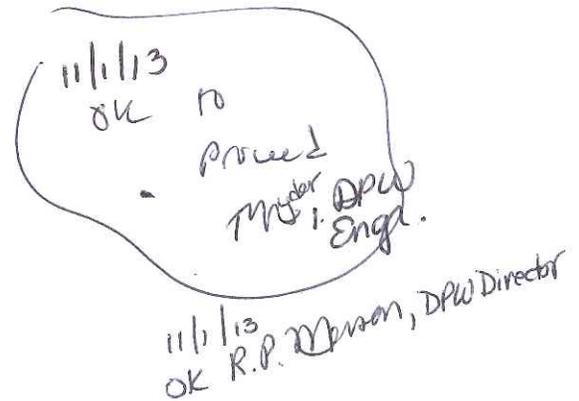
The trench will conform the Town of Needhams standards with 24" of cover along with the proper compaction. Phoenix Communications is our preferred contractor for this work. Phoenix has filed a bond in the town.

Please see enclosed plan Numbered 11629  
Showing location of conduit to be constructed is filed herewith

Level 3 Communications



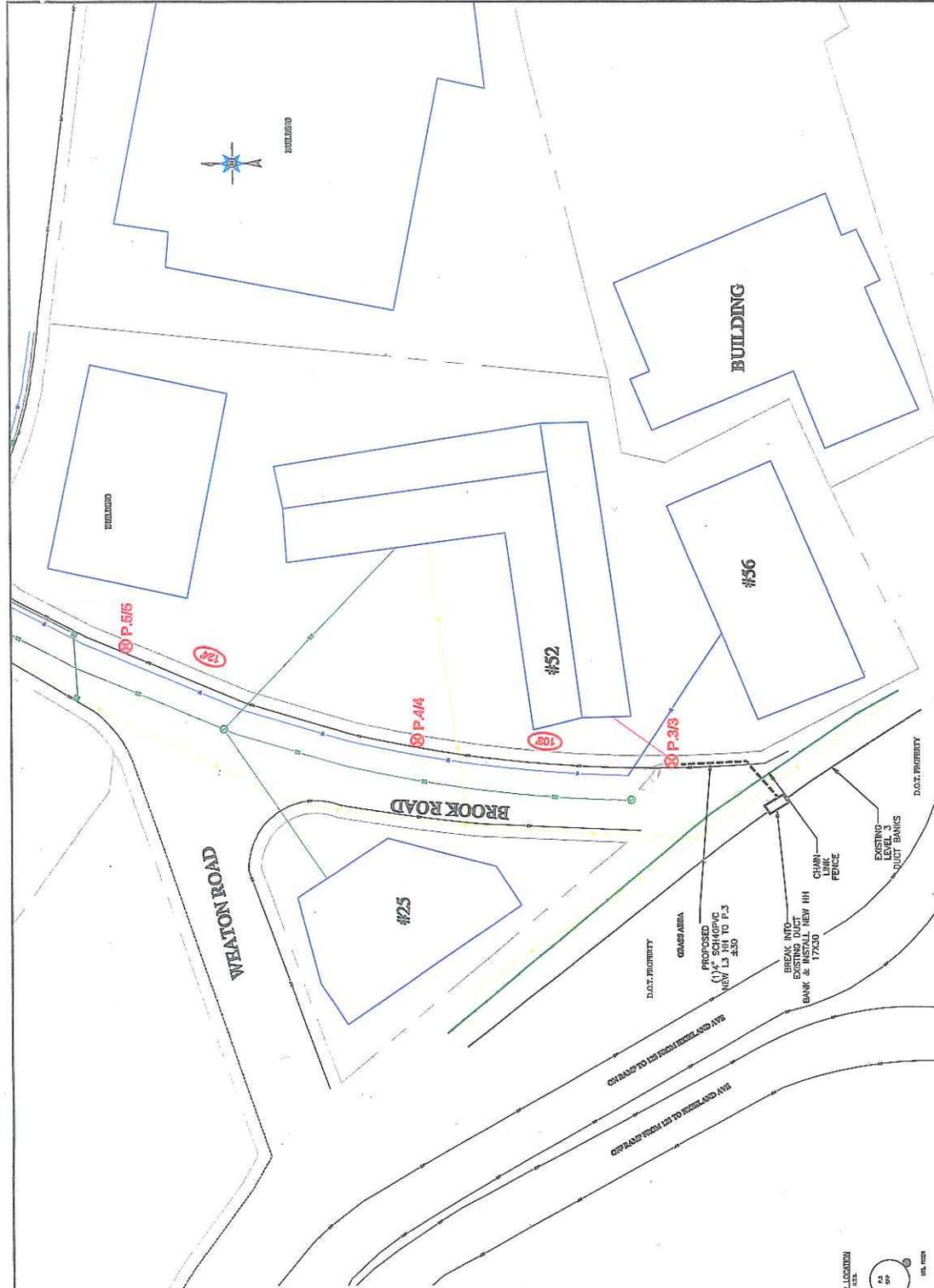
By Michael Weimer  
Senior O.S.P. Manager  
Level 3 Communications  
Cambridge, MA 0241



11/1/13  
OK to  
proceed  
under  
1. DPW  
Engd.  
11/1/13  
OK R.P. [unclear], DPW Director

**GENERAL NOTES:**

1. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN UNBROKEN LINE. THE LOCATION OF ANY UTILITY NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION, ELEVATION AND SIZE OF THE UTILITY TO BE EXCAVATED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S ANY AND ALL UNDERGROUND UTILITIES.
2. WHERE AN EXISTING UTILITY IS FOUND TO INTERFERE WITH THE PROPOSED WORK, THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION, ELEVATION AND SIZE OF THE UTILITY TO BE EXCAVATED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S ANY AND ALL UNDERGROUND UTILITIES.
3. THE CONTRACTOR SHOULD MAINTAIN A SEPARATION OF 18 INCHES MIN. WHEN CROSSING EXISTING WATER FACILITIES.
4. THE CONTRACTOR SHALL MAKE ALL ARRANGEMENTS FOR THE ALTERNATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE AND ANY OTHER PRIVATE UTILITIES BY THE UTILITY COMPANY.
5. THE CONTRACTOR SHALL NOT DISTURB PUBLIC TREES AND SHRUBS.
6. AREAS OUTSIDE THE LIMITS OF PROPOSED WORK DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO THE ORIGINAL CONDITION AT NO EXPENSE TO THE OWNER.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FLAGGING AND MAINTAINING TEMPORARY RESURFACING AND/OR PLATING FOR ALL EXCAVATIONS AND TRENCHES UNTIL PERMANENT RESURFACING IS COMPLETE.
8. JOINTS BETWEEN NEW BITUMINOUS CONCRETE PAVEMENT SHALL BE SEALED WITH BITUMEN AND BACK SANDED.
9. THE CONTRACTOR SHALL PROTECT AND SUPPORT ALL EXISTING UTILITY LINES THAT BECOME EXPOSED DUE TO EXCAVATION REQUIRED TO INSTALL THE PROPOSED CONDUIT.
10. THE CONTRACTOR SHALL REPLACE ALL DISTURBED TRAFFIC SIGNAL LOOP DETECTORS TO MEET THE LATEST STANDARDS OF THE MUNICIPAL TRAFFIC DEPARTMENT.
11. ALL EXISTING STATE, COUNTY, CITY, AND TOWN LOCATION LINES AND PRIVATE PROPERTY LINES HAVE BEEN ESTABLISHED FROM AVAILABLE INFORMATION AND THEIR EXACT LOCATION ARE NOT GUARANTEED.
12. THE CONTRACTOR SHALL REPLACE ALL EXISTING SURFACE MARKINGS THAT HAVE BEEN DAMAGED BY TRENCH EXCAVATION OR OPERATIONS OF THE CONTRACTOR WITH SIMILAR COLOR AND SIZE THERMOPLASTIC MARKINGS.



PROPOSED PLAN	
DATE	11/20/20
BY	PHOTOVOLTAIC
APPROVED BY	PHOTOVOLTAIC
SCALE	1"=20'

LEGEND	
UTILITY POLE	MANHOLE
SEWER	WATER
TELEPHONE	TRASH
STREET LIGHT	LEVEL 2
TRASH	LEVEL 3
TRASH	LEVEL 4
TRASH	LEVEL 5
TRASH	LEVEL 6
TRASH	LEVEL 7
TRASH	LEVEL 8
TRASH	LEVEL 9
TRASH	LEVEL 10
TRASH	LEVEL 11
TRASH	LEVEL 12
TRASH	LEVEL 13
TRASH	LEVEL 14
TRASH	LEVEL 15
TRASH	LEVEL 16
TRASH	LEVEL 17
TRASH	LEVEL 18
TRASH	LEVEL 19
TRASH	LEVEL 20

LEGEND	
UTILITY POLE	MANHOLE
SEWER	WATER
TELEPHONE	TRASH
STREET LIGHT	LEVEL 2
TRASH	LEVEL 3
TRASH	LEVEL 4
TRASH	LEVEL 5
TRASH	LEVEL 6
TRASH	LEVEL 7
TRASH	LEVEL 8
TRASH	LEVEL 9
TRASH	LEVEL 10
TRASH	LEVEL 11
TRASH	LEVEL 12
TRASH	LEVEL 13
TRASH	LEVEL 14
TRASH	LEVEL 15
TRASH	LEVEL 16
TRASH	LEVEL 17
TRASH	LEVEL 18
TRASH	LEVEL 19
TRASH	LEVEL 20

**NOTE:**  
THE LOCATION OF SURFACE AND UNDERGROUND OBJECTS SHOWN ARE NOT GUARANTEED TO BE CORRECT.

LEGEND	
UTILITY POLE	MANHOLE
SEWER	WATER
TELEPHONE	TRASH
STREET LIGHT	LEVEL 2
TRASH	LEVEL 3
TRASH	LEVEL 4
TRASH	LEVEL 5
TRASH	LEVEL 6
TRASH	LEVEL 7
TRASH	LEVEL 8
TRASH	LEVEL 9
TRASH	LEVEL 10
TRASH	LEVEL 11
TRASH	LEVEL 12
TRASH	LEVEL 13
TRASH	LEVEL 14
TRASH	LEVEL 15
TRASH	LEVEL 16
TRASH	LEVEL 17
TRASH	LEVEL 18
TRASH	LEVEL 19
TRASH	LEVEL 20

LEGEND	
UTILITY POLE	MANHOLE
SEWER	WATER
TELEPHONE	TRASH
STREET LIGHT	LEVEL 2
TRASH	LEVEL 3
TRASH	LEVEL 4
TRASH	LEVEL 5
TRASH	LEVEL 6
TRASH	LEVEL 7
TRASH	LEVEL 8
TRASH	LEVEL 9
TRASH	LEVEL 10
TRASH	LEVEL 11
TRASH	LEVEL 12
TRASH	LEVEL 13
TRASH	LEVEL 14
TRASH	LEVEL 15
TRASH	LEVEL 16
TRASH	LEVEL 17
TRASH	LEVEL 18
TRASH	LEVEL 19
TRASH	LEVEL 20

#112 GREENSBLE AVE  
O B GREEN PAVING



DIGSAFE#201342035606



## NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on November 12, 2013** upon petition of Level 3 Communications dated **October 25, 2013** to lay and maintain underground conduit with cables placed therein, under the surface of the following public way: in front of 56 Brook Road at Pole #3, place a 10' rigid conduit beside the pole. They will place approximately 20' of 4" sch40 pvc conduit out towards Route 128 to the existing Level 3 conduits banks. Phoenix Communications is their preferred contractor for this work and they have filed a bond with the Town of Needham for this construction.

If you have any questions regarding this petition, please contact Phoenix Communications representative, Fred York at 508-438-0360 (Ext 224).

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

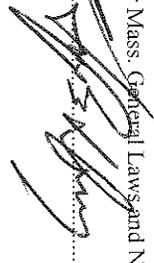
BOARD OF SELECTMEN

Dated: November 8, 2013

56 BROOK RD

<u>PARCEL ID</u>	<u>St.No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>OWNER CITY</u>	<u>State</u>	<u>OWNER ZIP</u>
199/001.0-9999-9999.0	0	ROUTE 128	COMMONWEALTH OF MASSACHUSETTS DEPT. OF PUBLIC WORKS - MDC	10 PARK PLAZA	BOSTON	MA	02116
199/074.0-0030-0000.0	6	BROOK RD	BROOK ROAD REALTY, LLC	52 BROOK RD	NEEDHAM	MA	02494
199/074.0-0030-0001.0	6	BROOK RD	L & T LLC	6 BROOK RD	NEEDHAM	MA	02494
199/074.0-0030-0002.0	50	BROOK RD	CMH REALTY, LLC	52 BROOK RD	NEEDHAM	MA	02494
199/074.0-0030-0003.0	56	BROOK RD	G & M REALTY INTERNATIONAL, LLC	56 BROOK RD	NEEDHAM	MA	02494
199/074.0-0039-0000.0	255	HIGHLAND AVE	RIVERSIDE COMMUNITY MENTAL HEALTH & RETARDATION CENTER, INC	450 WASHINGTON ST	DEDHAM	MA	02026
199/075.0-0001-00000.0	19	BROOK RD	CONNAUGHTON, WILLIAM, TRUSTEE NINETEEN BROOK TRUST	32 FREMONT STREET	NEEDHAM	MA	02494
199/075.0-0002-00000.0	16	FRANKLIN ST	CONNAUGHTON, WILLIAM C, TR NEEDHAM AT 128 R & D TRUST	32 FREMONT STREET	NEEDHAM HTS	MA	02494
199/075.0-0037-00000.0	52	WEXFORD ST	NEGOSHIAN, JOHN, TRUSTEE JMN REALTY TRUST	1101 SOUTH STREET	NEEDHAM	MA	02492

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





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

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**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Needham Crossing Logo
<b>Presenter(s)</b>	Matt Talcoff, Chair, Council of Economic Advisors Devra Bailin, Director of Economic Development

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
	<p>Mr. Talcoff and Ms. Bailin will review with the Board the final renderings for the new Needham Crossing Logo. The Council of Economic Advisors conducted a public meeting to discuss various options and is recommending the design depicting the yellow/gold curved line with building boxes floating above it in blue and yellow. They seek the Board's approval on a design to move forward with the consultant work which will include the signage and tagline.</p>		
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	<b>YES</b>	<b>NO</b>
	<p><b>Suggested Motion: That the Board vote to approve the logo design for Needham Crossing as recommended by the Council of Economic Advisors.</b></p>		
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	<b>YES</b>	<b>NO</b>
	<p>(a). Letter from Devra Bailin to Board of Selectmen dated October 8, 2013 with attached logo designs.</p>		



Town of Needham  
Director of Economic Development  
Planning and Community Development Department  
500 Dedham Avenue  
Public Services Administration Bldg  
Needham, Massachusetts 02492  
781-455-7550 x213

## MEMORANDUM

To: Board of Selectmen  
From: Devra G. Bailin  
Date: October 8, 2013  
Re: Needham Crossing Logo

The Council of Economic Advisors (CEA), after receiving the consultant's logo suggestions, solicited others to give the members their ideas for a logo for the new Needham Crossing. The CEA received logo designs from the consultant KHJ, High School graphic design students through teacher Robyn Briggs, Bob Larson's take on his selection from the consultant's logos, David Linde, another High School student, and Bulfinch Company's marketing consultant's take on the KHJ logos.

On Wednesday, October 2<sup>nd</sup>, the CEA, after public notice, held a meeting to discuss the various options. The CEA, together with members of the public in attendance, discussed the options, including color. The members felt the renderings provided by Bulfinch Company were extremely helpful in understanding the original logos designs provided by KHJ and the revisions made to the design, both in terms of color, font, and modifications, were insightful. It was noted that the consultant's decision to do the signage after logo selection made it difficult to envision the product. The CEA felt the colors should be blue and yellow/gold; that "Needham" should be prominent and in larger letters; that "Crossing" should be in the same font but smaller; and that the logo should lend itself to clean signage.

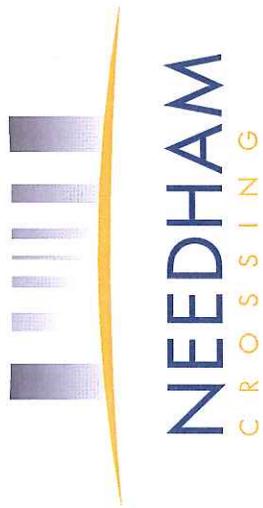
Based on those considerations, the CEA voted overwhelmingly to support the design showing the yellow/gold curved line with building boxes floating above it in blue and yellow. A couple of members preferred the road and river design in yellow and blue. I have attached the updated logos and signs, reflective of comments made at the CEA meeting. Please be advised that:

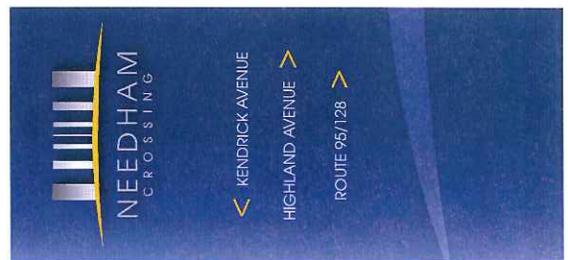
1. Although the same color blue was requested for both logos, there is a still a slight deviation of color, as the undertones of the darker blue logo require some contrast;

2. In the "buildings" logo, you will see two versions of the sign, one with the vertical elements completely on the sign and one with these elements rising above the top of the sign. In the road/water logo, one version is centered, the other is left justified; and
3. Once a final logo is selected, the colors and finishes will be refined, so there are more details and selections to be made as this process moves forward.

The CEA looks forward to the Board's decision on the logo so that we can move forward with the consultant on signage and sign location.

\* Recommended logo





NEEDHAM  
CROSSING

NEEDHAM  
CROSSING

NEEDHAM  
CROSSING

NEEDHAM  
CROSSING

SHERRATON  
SHERATON  
AMERICA'S HOTELS

RESERVE WITH  
REWARDS  
MIL

tripadvisor

NEEDHAM  
CROSSING

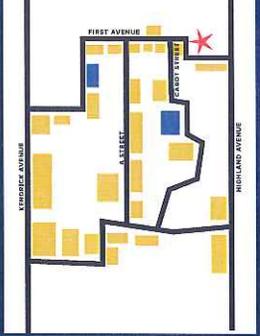
← Kendrick Avenue →  
Highland Avenue →  
Route 128/95 →

NEEDHAM  
CROSSING

NEEDHAM  
CROSSING

  
NEEDHAM  
CROSSING

  
NEEDHAM  
CROSSING



 Sheraton  
 Residence Inn  
 tripadvisor

  
NEEDHAM  
CROSSING

- ← Kendrick Avenue
- Highland Avenue →
- Route 128/95 →



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

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**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Legislative Update
<b>Presenter(s)</b>	Representative Denise Garlick

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
Representative Garlick will update the Board as to Legislative accomplishments over the past year and provide a forecast for the year ahead.			
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	<b>YES</b>	<b>NO</b>
<i>Suggested Motion:</i>			
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	<b>YES</b>	<b>NO</b>
<b>(Describe backup below)</b>			



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

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**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Accept Donation of Shade Structure
<b>Presenter(s)</b>	Kate Fitzpatrick, Town Manager

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
<p>The Town and the Needham Exchange Club entered into a License Agreement to enable the Club to construct a shade structure adjacent to the playground at Greene's Field. Under the terms of the Agreement, the Director of Park &amp; Recreation, the Superintendent of Parks &amp; Forestry, and I inspected the property on November 6, 2013, and we are satisfied with the condition and fitness for use of the shade structure.</p> <p>The Town Manager will recommend that the Board of Selectmen accept the donation. The Exchange Club, along with the Greene's Field Committee, are to be commended for their tremendous efforts to improve Greene's Field.</p>			
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	<b>YES</b>	<b>NO</b>
<p>Suggested Motion: That the Board of Selectmen vote to accept, with gratitude the donation of a shade structure valued at \$12,795.</p>			
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	<b>YES</b>	<b>NO</b>
a.			



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

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**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Board of Selectmen Goal Update
<b>Presenter(s)</b>	Kate Fitzpatrick, Town Manager

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
	The Town Manager will update the Board on the progress of the Board's goals and objectives for fiscal years 2014 and 2015.		
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	<b>YES</b>	<b>NO</b>
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	<b>YES</b>	<b>NO</b>
	a. Board of Selectmen/Town Manager Statement of Obligations and Goals, status report 11/12/13		

**Board of Selectmen/Town Manager  
FY2014 – FY2015 Board of Selectmen Goals  
Status Report 11/12/13**

<b>Board Goals</b>	
<i>Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.</i>	
Goal	Status
Update the Facility Master Plan.	The Board approved a charge and appointed members to the Facility Working Group. An RFP for the design services was issued, and the PPBC will interview design firms on November 18 <sup>th</sup> .
Evaluate and make changes as necessary to polling locations.	The Town Manager will complete an analysis of the existing polling locations.
Improve the DPW Complex beginning with the construction of garage bays.	The project is currently in the permitting stage under the jurisdiction of the PPBC.
Participate in the evaluation of capital facilities and Regional Agreement for Minuteman School.	Selectmen Matthews is participating in the Regional Agreement task force, Selectmen Cooley is participating on the School Building Committee.
Evaluate targeted options for property acquisition.	Letters of interest were forwarded to three homes near the Hillside School; Special Town Meeting approved acquisition of 66-70 Chestnut Street – closing scheduled for mid-December.
<i>Maintain and improve the vitality and economic success of the Town.</i>	
Goal	Status
Further review the Needham Center Zoning.	This item will be included on the agenda for the 12/10/13 joint meeting with the Planning Board.
Expand the amount and accessibility of surface parking in Needham Center.	The contract for the GC for the Lincoln/School Street parking has been awarded with construction to begin shortly.
Improve the Needham Center streetscape and infrastructure.	The Streetscape Committee is developing a recommendation and is planning to report back to the Board in February, 2014.
Complete the preferred renovation of Highland Avenue from Webster Street to the Charles River (State Highway).	A Massworks grant for phase 1 of the project (First Avenue to the approach to the Bridge) was filed on 9/13/13. This subject was discussed at an October meeting of the Board with Mayor Warren. City of Newton and Town of Needham staff are meeting in November to discuss the bridge over the Charles River.
Monitor implications of the add-a-lane project and assure that Needham's interests are addressed in the final design.	On-going.

Develop a consensus with Newton regarding transportation options along the Highland Avenue/Needham Street corridor.	This subject was discussed at an October meeting of the Board with Mayor Warren and is on-going.
Evaluate options to address the issue of empty storefronts in Needham Center.	The Council of Economic Advisors continues to evaluate this issue.
Develop a formal protocol for mobile food vendors.	The Board adopted regulations for mobile food vendors in October, 2013. Applications for calendar year 2014 are being accepted.
Encourage a review of the thresholds for site plan and special permit review, particularly in the downtown.	This item will be included in the 12/10/13 joint meeting with the Planning Board.
Develop a plan for strengthening relationships with businesses located in Needham.	On-going.
Recommend a Home Rule Petition allowing sale of all alcoholic beverages in restaurants with fewer than 100 seats.	The home rule petition was approved by the 11/4/13 Special Town Meeting and will be filed with Representative Garlick on 12/2/13.
Initiate a collaborative planning effort with Wellesley and Newton.	The Chair, Vice Chair and Town Manager will meet with representatives of the Town of Wellesley prior to engaging the City of Newton.
Explore "Pianos in the Park" concept.	This will be considered in the context of the streetscape plan.
<b><i>Expand energy efficient and environmentally sound operations for the Town and its residents and businesses.</i></b>	
<b>Goal</b>	<b>Status</b>
Pursue the siting of a solar installation at the RTS and review options for roof-top installations.	The 11/4/13 STM approved all 6 articles to facilitate the installation of solar photovoltaic ground-mounted facilities at the closed landfill site. We will work with the proposed developer, Brightfields, to move the project forward.
Review and revise as necessary the Integrated Pest Management Policy.	The Town Manager plans to provide an updated IPM policy by the end of the calendar year.
Evaluate participation in the Solarize project.	Staff worked with GreenNeedham to apply for participation in this program, and we have been notified that we meet the eligibility criteria.
<b><i>Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.</i></b>	
<b>Goal</b>	<b>Status</b>
Develop a shared use recreational rail trail from Needham Junction to the Dover line.	The Board held a public hearing on this project on October 17, 2013, and the 11/4/13 STM approved

	<p>the lease and the appropriation for the insurance. The BCRTA has raised more than \$100,000 in its plan to fund the first two phases of the project. The lease will be signed with the MBTA once the 21 day waiting period has run. We will also apply for participation in the State's insurance reimbursement program at that time.</p>
Evaluate the impact of broadening the historical demolition delay by-law.	This item will be included in the 12/10/13 joint meeting with the Planning Board.
Implement an off-leash dog area in Needham.	The Town Manager has signed a memorandum of Understanding with the Superintendent of Schools to authorize a pilot program at Nike. In October, the Board approved an increase in dog permit fees. A private group has raised \$10,000 toward a \$25,000 goal for the project.
Work with the Planning Board on zoning provisions relating to residential construction.	This item will be included in the 12/10/13 joint meeting with the Planning Board.
Evaluate the need to regulate services offered in day spas.	The Town Manager will provide a recommendation.
Preserve the Town's interest in the Needham Mews project.	This is an on-going project.
Consider the merits of a tree removal by-law.	This item will be included in the 12/10/13 joint meeting with the Planning Board.
Evaluate options for siting of digital billboards on Town property.	This item will be included in the 12/10/13 joint meeting with the Planning Board.
Implement a bicycle and road race policy.	The Town Manager will provide a recommendation.
Update the Towns' Affordable Housing Plan.	Once the newly created Community Housing Specialist position is filled, this will be one of the successful applicant's first projects.
Evaluate and make recommendations relative to Medical Marijuana zoning and public consumption provisions.	The Board voted to recommend that RMDs be restricted to the Industrial, Industrial 1, and Mixed Use 128 business districts in the immediate vicinity of the Highland Avenue interchange of I-95 and the north side of that interchange. Staff will develop a zoning proposal to that effect.
Evaluate the status of paper roads in Needham.	The Town Manager will work with the DPW on the development of an inventory.
Evaluate the use of mobile information sign boards.	The FY15 – 19 Capital Plan will include discussion of this subject.
Evaluate the charge of the Traffic	The Board adopted a revised charge on October

Management Advisory Committee.	22 <sup>nd</sup> .
<b><i>Maintain and enhance the Town's Financial Sustainability.</i></b>	
<b>Goal</b>	<b>Status</b>
Formalize fund targets for specialized stabilization policies.	On October 8, 2013 the Board approved an amendment to the Capital Improvement Policies including fund targets.
Evaluate options relative to the financial sustainability of the RTS.	Pending – to be discussed in the context of the FY2015 budget.
Review current approaches to financing playgrounds.	Pending
Explore options for increasing the amount of funds available for cash capital.	Pending
<b><i>Evaluate Town Operations and Administration.</i></b>	
<b>Goal</b>	<b>Status</b>
Evaluate the need for a board and committee handbook.	The Office of the Town Manager will begin the process of investigating options.
Review the Town Manager Evaluation Policy.	The Town Manager will provide a proposed revision by the end of 2013.
Consider a by-law to increase handicap parking fines.	Pending.



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

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**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Medical Marijuana Dispensary Siting
<b>Presenter(s)</b>	Board Discussion

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
	<p>The Massachusetts Department of Public Health application process for the siting of dispensaries (“RMDs”) includes a provision that the applicants may seek letters of support or of “non-opposition” to the location of an RMD in a community. The Board has received 4 requests for such letters.</p> <p>The Board will discuss these request and determine what type of letter, if any, should be forwarded to the MDPH.</p>		
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	<b>YES</b>	<b>NO</b>
	Suggested Motion:		
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	<b>YES</b>	<b>NO</b>



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

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**MEETING DATE: 11/12/2013**

<b>Agenda Item</b>	Committee Reports
<b>Presenter(s)</b>	Board Discussion

<b>1.</b>	<b>BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED</b>		
	<i>Board members will report on the progress and / or activities of their Committee assignments.</i>		
<b>2.</b>	<b>VOTE REQUIRED BY BOARD OF SELECTMEN</b>	YES	<b>NO</b>
<b>3.</b>	<b>BACK UP INFORMATION ATTACHED</b>	YES	<b>NO</b>
	<b>(Describe backup below)</b>		
	None		



For Calendar Year: \_\_\_\_\_

TOWN OF NEEDHAM

APPLICATION FOR A WEEKDAY ENTERTAINMENT LICENSE

The undersigned hereby applies for a Weekday Entertainment License in accordance with the provisions of the statutes relating thereto:

Name of Establishment: THE RICE BARN

Applicant (must be an individual): CHALERMPOL INTHA

If Business is a Corporation / Corporate Name and Officers: \_\_\_\_\_

ZUCCHINI GOLD, LLC, CHALERMPOL INTHA, OWNER/MANAGER

If Business is not a Corporation, Name of Owner: \_\_\_\_\_

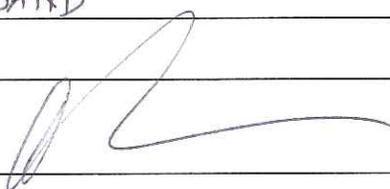
Address of Establishment: 1037 GREAT PLAIN AVE, NEEDHAM, MA 02492

Mailing Address: SAME Telephone Number: 781-449-8300

Email Address: INTHA@RCH.COM Fax Number: 781-449-8303

Describe the type of entertainment at your Establishment: \_\_\_\_\_

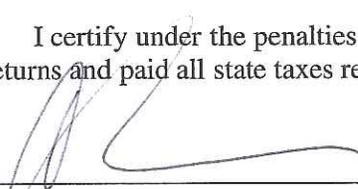
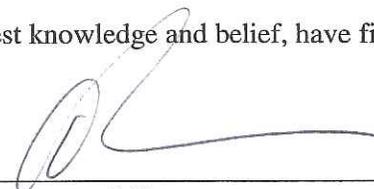
LIVE MUSIC BY A BAND

Signature of Applicant:  Date: 10/21/2013

*A certificate of insurance showing evidence that the applicant has workers' compensation insurance must be included with this completed application.*

Pursuant to M.G.L. Ch. 62C, Sec. 49A:

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Signature of Applicant (Mandatory)  By Corporate Officer (If applicable) 

30-0766818 Date (required) 10/21/2013

Either a Social Security Number Or Federal Identification Number Must Be Supplied

*This License will not be issued unless this certification clause is signed by the applicant.*

**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)	Nancy Wright		
Event Manager Address	117 Chapel Street, Needham		
Event Manager Phone Number	781-449-7227		
Organization Representing (if applicable)	Perennial Designs		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input type="checkbox"/> Non-profit	<input checked="" type="checkbox"/> For profit	Retail Store Special Event
	<input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____		
Name of Event(s)	① Fall Festival and Holiday Preview ② Holiday Open House		
Date of Event(s)	① 11/14 ② 12/5		
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: 6pm	TO: 9pm	N/A / wine only - served comp. to our guests
Are tickets being sold in advance for this event?	<input type="checkbox"/> YES \$	/per ticket	<input checked="" 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 type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
How many people are you expecting at this event?	15 - 30		
Name & address of event location. Please attach proof of permission to use this facility.	Perennial Designs; 117 Chapel Street, Needham		
Who will be serving the alcohol to your guests?	Nancy Wright		
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).	Nancy Wright		
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.	Wine will be served complimentary to our guests. This is a private, by invitation party. Invitations will be sent via email week before each event.		
<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:	Nancy Wright		Date: 10/22/13



## TOWN OF NEEDHAM

TOWN HALL  
1471 Highland Avenue  
Needham, MA 02492-2669

Office of the  
TOWN MANAGER

TEL: (781) 455-7500  
FAX: (781) 449-4569  
TDD: (781) 455-7558

TO: Board of Selectmen *KF*  
FROM: Kate Fitzpatrick *(SC)*  
CC: Chip Davis, Administrative Assessor  
David Davison, Assistant Town Manager/Finance  
Christopher Coleman, Assistant Town Manager/Operations  
DATE: November 6, 2013  
RE: Community Innovation Challenge (CIC) Grant

The Community Software Consortium, of which Needham is a member community, is in the process of applying for a CIC grant. The Consortium was fortunate to receive a grant two years ago, which has resulted in the development of a cloud-based CAMA system, currently in Beta testing. This system allows towns to switch from local storage, involving high end PC's and local servers, to cloud storage. This year's grant request expands on the previous work done and moves into the accounting & treasurer/collector realm as well. A successful application will support our effort to save towns money on security and storage aspects related to these systems, and will allow for initiation and/or expansion and enhancement of the public access systems which are rudimentary or non-existent in many communities. I recommend that the Board authorize the Town Manager to sign the CIC Grant application.

### General Description

The Town of Washington, in partnership with the Community Software Consortium (CSC), is applying for a regionalization grant for the purpose of developing and readying for "Beta" testing, 1) a Real Estate Public Access system; 2) a Remote IT Backup and Security System, and 3) Cloud General Ledger & Treasury Modules.

### Real Estate Public Access System

The CSC's Real Estate Public Access system gives the general public 24/7 access to real estate descriptions, valuations and sales data from CSC member communities. This system currently integrates only with the DOR's property assessment application ("DOR CAMA.") This CIC grant proposal expands the integration to accept data from any real estate appraisal system, giving any community in the commonwealth the ability to easily and affordably post real estate data for public access, regardless of the assessing program they use. Funds will also be used to add functionality provided by partner organizations like MassGIS, to provide the public with additional visual tools and more useful property appraisal and sales data.

### Remote IT Backup and Security

Data and computers critical to municipal operations in the Commonwealth's small towns often go unprotected due to lack of in-house IT staff. CIC funding would give

these towns an affordable, reliable disaster recovery plan through use of a “virtual IT Director.” Using Cloud-based data backup and remote support, an IT professional would provide a very basic level of protection for a community’s computers and data by initiating a scheduled remote backup procedure and installing appropriate Internet security software. Data backup and security software would be maintained and monitored remotely, at a very low price point that even the Commonwealth’s smallest communities can afford.

Cloud General Ledger & Treasury

A robust municipal finance system created by the Town of Hanover has been given to the CSC. This system would be added to the CSC’s Cloud system with minor modifications, offering basic accounting functions at a very low price point. Certain features will be updated and integrated with the CSC’s existing Cloud-based Assessing and Collections modules, with the overall application being offered largely “as-is” (similar to the approach used in the CSC’s FY2012 grant) to provide the greatest value at the lowest cost.

Together these three elements will provide a robust and comprehensive system for communities to support their financial and basic IT needs.

# Community Innovation Challenge Grant

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## APPLICATION

**Project title:** Cloud Accounting, Security and Public Access with the CSC

### Sign on behalf of the Applicants:

Applicants must submit documentation of demonstrated support for the proposed initiative and grant application from each participating entity through the local support documentation form at the end of the application. Please refer to the chart below to determine who should sign your application.

Town with a Board of Selectmen	Board of Selectmen (The chair or Town Manager may sign for the Board, provided that evidence shows that the Board authorized the Town Manager or chair to sign on behalf of the Board).
Town with a Town Council	Town Manager/ Administrator
Cities	Mayor, unless charter designates some other local office to be chief administrative or executive officer (i.e. City Manager). M.G.L. Ch. 4 Sec. 7
Regional school district	School Committee (The chair or superintendent may sign for the committee, provided that evidence shows that the committee authorized the chair or superintendent to sign on behalf of the committee)
Regional planning agencies and councils of governments	Executive Director
Special municipal districts	Directors or equivalent
Counties	Commissioners

Signature

Entity

Print Name

Title

Signature

Entity

Print Name

Title

# Community Innovation Challenge Grant

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## APPLICATION

Project title: Cloud Accounting, Security and Public Access with the CSC

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Signature	Entity
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Print Name	Title
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Signature	Entity
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Print Name	Title
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Signature	Entity
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Print Name	Title
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Signature	Entity
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Print Name	Title
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*Duplicate this page if space needed for additional signatories*



Town of Needham  
Water Sewer Billing System  
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

TO: TOWN TREASURER AND COLLECTOR  
cc: TOWN ACCOUNTANT, WATER AND SEWER SUPERINTENDENT

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

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

Water Sales:	-\$351.15
Water Irrigation:	-\$75.46
Water Admin Fees	\$0.00
Sewer Sales:	-\$819.70
Transfer Station Charges:	\$0.00
Total Abatement:	-\$1,246.31

Order #: 1170

Read and Approved: 11/8/2013

Assistant Director of Public Works

Director of Public Works

For the Board of Selectmen

Date: 11/12/2013

**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
DB	Kearney	John J	12955	1850	101	Bird Street	\$0.00	-\$18.05	-\$36.85	-\$54.90	ACC	N
DB	Distler	Michael & Deborah	10787	3682	122	Washington Avenue	\$0.00	-\$2.00	-\$4.40	-\$6.40	ACC	N
DB	Forbes	Mark	29619	3020	70	Edwardel Road	\$0.00	-\$5.05	-\$10.85	-\$15.90	ACC	N
DB	12 Harvard Circle RLTY TR.		31495	10204	12	Harvard Circle	\$0.00	-\$5.05	-\$10.85	-\$15.90	ACC	N
DB	Bialski	David Boch	33519	23304	117	Booth Street	-\$75.46	\$0.00	\$0.00	-\$75.46	ACC	N
DB	Smoller	William & Rachel	38033	10782	55	Lee Road	\$0.00	-\$3.75	-\$8.40	-\$12.15	EC	N
JO	Council on Aging (3)						\$0.00	-\$317.25	-\$748.35	-\$1,065.60	COA	N

**Total:**                   -\$1,246.31

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

**Legend:**

- O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.
- TWN = Town Project caused damage to private property
- EC = Extenuating Circumstances
- Equip = Equipment Malfunction
- UEW = Unexplained water loss
- ACC = Accidental Water Loss
- BP = Billing Period beyond 100 days
- COA = Council on Aging

**Town of Needham  
Board of Selectmen  
Minutes for October 22, 2013  
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens:  
Stephanie Lipton and Jen Davies of New England Wellspring Dispensary Inc., spoke with the Board regarding their interest in opening a cannabis dispensary in Needham's business district and are seeking a letter of approval from the Board of Selectmen.

7:00 p.m. Call to Order:  
A meeting of the Board of Selectmen was convened by Chairman Daniel P. Matthews. Those present were John A. Bulian, Maurice P. Handel, Matthew D. Borrelli, Maryanne Cooley, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

7:00 p.m. Proclamation - Veterans' Day  
Mr. Matthews read a proclamation recognizing Monday, November 11, 2013 as Veterans' Day in the Town of Needham.

**Motion by Mr. Borrelli that the Board of Selectmen of the Town of Needham, do hereby recognize Monday, November 11, 2013 at Veterans' Day and ask all citizens of the Town to join in appropriate observance of those who have served to preserve the principles of justice, freedom, and democracy.  
Second: Mr. Bulian. Unanimously approved 5-0.**

7:03 p.m. Appointments and Consent Agenda:  
**Motion by Mr. Bulian that the Board of Selectmen vote to accept the Appointments and Consent Agenda as presented.**

**APPOINTMENTS**

1. **Youth Commission Kevin Keane (term expires 6/30/2015)**

**CONSENT AGENDA**

1. **That the Board approve and authorize the Town Manager to sign the Administrative Consent Order between the Town and the Department of Environmental Protection, File No.: ACOP – BO-13-F001-NT.**
2. **Accept the following donations made to the Needham Off-Leash Dog Area gift account: \$20 from Mary Lou Murphy; \$100 from Alison Kaufman; \$75 from Lynn Shamban; \$100 from Parker Rice; \$20 from Tanya Shanler; \$70 from Maureen Callahan; \$25 from Shirley Tracy; \$25 from Margaret Dasha.**
3. **Accept the following donations made to New Years Needham: \$1,000 from The Exchange Club of Needham; \$250 from Edward Jones; \$100 from Nigohsian Carpet; \$250 from Needham Bank; \$500 from Equity Industrial; \$1,000 from Briarwood Healthcare.**

4. **Accept the following donation made to the Needham Community Revitalization Trust Fund from the following resident: \$300 from Michael Heffernan.**
5. **Approve continuation of the experimental Traffic Regulation in accordance with the Needham Traffic Rules and Regulations Section 3-6 for Great Plain Avenue for the period October 17, 2013 to November 16, 2013: one Handicap Parking spot, and one 15 minute Parking spot, in front of the former Eaton Square Right of Way adjacent to MBTA Right of Way.**
6. **Authorize the Chairman to designate Moe Handel to cast ballots for Joseph Curtatone, Mayor, City of Somerville and Dennis Giombetti, Chairman, Framingham Board of Selectmen at the MPO election on October 30, 2013.**
7. **Ratify a One Day Special All Alcoholic Beverages License request from Michael Despres, of the Village Club to host its Oktoberfest event that was held on Saturday, October 12, 2013 from 12:00 p.m. to 11:00 p.m. at the Village Club, 83 Morton Street, Needham.**
8. **Ratify a One Day Special All Alcoholic Beverages License request from Michael Despres, of the Village Club to host its Corn Hole Tournament event to be held on Saturday, October 19, 2013 from 12:00 p.m. to 11:00 p.m. at the Village Club, 83 Morton Street, Needham.**
9. **Approve a One Day Special All Alcoholic Beverages License request from Michael Despres, of the Village Club to host a Halloween Party on Saturday, November 2, 2013 from 5:00 p.m. to 11:00 p.m. at The Village Club, 83 Morton Street, Needham.**
10. **Approve a One Day Special All Alcoholic Beverages License request from Suzanne Saevitz of New Year's Needham to host a NYN Celebration Dance on December 31, 2013 from 9:00 p.m. to 12:30 a.m. in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham.**
11. **Approve Minutes from October 8, 2013.**
12. **Approve a \$750 grant from the Needham Commission on Disabilities to the Needham Public Library to purchase popular books on CD to assist with the "Books-By-Mail" program.**
13. **Approve a Special Wines & Malt Beverages License request from Lianne Relich, of the Council on Aging to host a Preview Reception on October 30, 2013 from 4:30 p.m. to 6:30 p.m. at The Center at the Heights, 300 Hillside Avenue, Needham.**
14. **Approve request from Rabbi Mendel Krinsky from the Chabad Jewish Center to hold a Menorah lighting ceremony on the Town Common on Monday, December 2, 2013 starting at 4:00 pm. Garrity Way cannot be accessed until 5:00 pm. Rain date to be on Tuesday, December 3, 2013, same time.**
15. **Accept a donation of a piano from the Congregational Church of Needham to The Center at the Heights. The piano has an appraised value of \$7,000.00.**
16. **Approve a Special Wines & Malt Beverages License request from Dorothy Mitchell, of Laser Skin Care Solutions to host an open house at the Needham Historical Society, 1147 Central Avenue, Needham on Tuesday, October 22, 2013 from 5:30 p.m. to 9:30 p.m.**

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

7:04 p.m.

**Zoning Articles/Solar Project:**

Lee Newman, Director of Planning and Community Development and Bruce Eisenhut, Planning Board appeared before the Board to make a presentation about zoning articles contained in the Special Town Meeting Warrant relating to the proposed solar installation.

Ms. Newman discussed Article 6, Article 7, and Article 8, which establishes a large scale, ground mounted, solar photovoltaic installation overlay district. She said Article 6 lays out the regulatory framework for the district, and Article 7 defines the boundaries of the overlay district, noting the location is at Needham's Recycling and Transfer Station. She showed the Board a map of the location.

The Board thanked Ms. Newman and Mr. Eisenhut for the presentation.

7:10 p.m.

**Solar Project Presentation:**

David Harris, Solar Energy Exploratory Committee (SEEC), Jonathan Bracken, Chairman, SEEC, Ed Friedman, Committee member, Pralay Som, Committee member, Hank Haff, PFD Project Manager, Ann Dorfman, RTS Superintendent, and Beth Greenblatt, Beacon Integrated Solution/Owner's Agent appeared before the Board presenting information on the Town's Solar Project.

Mr. Harris provided background information about the process leading to the recommendation for a large-scale ground-mounted solar photovoltaic installation at the closed landfill in partnership with a private developer. A Powerpoint presentation was viewed, and Mr. Harris noted the information will be presented to Town Meeting on November 4, 2013.

Mr. Borrelli said it is clear to him that using land at the RTS for the Solar Project is good for the Town. He asked for clarification on kilowatt hours and potential savings for the Town.

Mr. Handel asked about the potential downside risks for the Town, and about protection in the contract, should the vendor fail to perform or default on its obligation.

Mr. Bulian thanked the Committee for the tremendous amount of work they have done.

Ms. Cooley asked about the lifecycle of the panels for the project. She asked whether there are any guarantees of production.

Ms. Greenblatt commented on potential risks and said there is a bigger risk in not proceeding forward in a timely manner. She noted there is a cap for public facilities

which is rapidly approaching, and there are many other projects moving toward completion.

Mr. Matthews commented on the extraordinary amount of work done by the Committee in a short timeframe. He stated time is of the essence, and noted the importance of taking advantage of incentives being offered by the State encouraging this type of development. He commented the total amount of incentives is capped, and the Town needs to act now. He thanked the Committee.

7:35 p.m. Mr. Matthews invited input from 2 citizen's groups who asked to be heard concerning agenda items (3) Mitchell School Modular Classrooms and (5) Hillside School Feasibility Study, as it is a matter the Board will consider later in the meeting, after hearing from the School Committee.

Mr. Jacob Grossman, 15 Armen Way, resident, told the Board he is hopeful the Town will save Cricket Field, but said it is important conserving open space be part of the overall discussion, after completion of a feasibility study. He said a feasibility study will look at open space, and how it relates to all other elements. He commented if it turns out Cricket Field is a viable option for a school, then an open discussion must happen about what is best for the entire Town. He noted the property at the Hillside School is 4 times larger than Cricket Field. He said the Board of Selectmen have a fiduciary responsibility to collect all information and figure out what is best for the Town and that the Selectmen, when elected, took an oath with the Town Clerk to faithfully and impartially perform the duties for the benefit of the entire Town. He asked the Board consider all public options that are controlled by the taxpayers of Needham.

Mr. Seth Bloom, 30 Nehoiden Street, resident, pointed out he has seen public statements that Cricket Field is not available for use by the School Committee or the Board of Selectmen because it is controlled by the Park & Recreation Commission, noting complex steps would have to be taken to swap oversight of Cricket Field with Hillside in the event the option turns out to make sense. He said the Town should not lose sight that residents own the amenities. He said the complicated steps that make it better to skip studying Cricket Field may well be needed to force a swap. He said it is misleading and that Town boards representing all citizens could accomplish a swap quickly and easily. Mr. Bloom said he speaks on behalf of disappointed residents all over Town, and mentioned a petition with nearly 400 signatures. He commented he wants to live in a town where issues are debated reasonably after due diligence.

Mr. Matthews commented the process is open and issues are resolved in the spirit of fairness to neighbors. He noted the issue has been pending for a year and a half and a decision is close to being made. He said hopes a decision, either way, will advance the interests of the Town.

Mr. Dan Shapiro, 43 Sunnyside Road read a statement and presented the Board with copies of signed petitions from approximately 1,600 residents opposed to building a school on Cricket Field. He acknowledged Hillside School needs to be rebuilt and the people who support Cricket Field are not against a new school for Hillside. He commented Cricket Field is not an available option, as the Park & Recreation Commission voted unanimously against allowing the study or use by other Town boards, properties under its jurisdiction, including Cricket Field, without its written permission. It was also unanimously voted that Cricket Field be maintained and preserved in its current use as a park under the sole jurisdiction of the Park & Recreation Commission. Mr. Shapiro said the argument that the Town should keep all the options open is flawed, stating many other options for public and private properties have already been taken off the table because they were not feasible. He noted continuing to pursue land that is not within the School Committee's jurisdiction only leads the Town into additional conflict. Mr. Shapiro said Cricket Field is not a vacant lot citing it is used for soccer, lacrosse, the Cricketeer program, and sledding in the winter. He commented people who want to preserve Cricket Field are not just abutters, and said children have grown up playing on Cricket Field. He noted the Historical Commission recognized the Field as a historic property, voting that there be no alteration to the field. Mr. Shapiro stated public parks and fields are protected by the laws of the Commonwealth. He said the Field is an idyllic spot that cannot be replaced or swapped, and said supporters hoping to maintain it are deeply offended to hear other citizens spreading fear tactics and rhetoric that they do not care about children. He said it is time to take Cricket Field out of the conversation completely, and there is no justification for spending taxpayer monies on Cricket Field as it relates to a feasibility study.

7:50 p.m.

Mitchell School Modular Classrooms:

Joe Barnes, Chairman, School Committee, Dan Gutekanst, School Superintendent, George Kent, PPBC Chairman, Steve Popper, Director of Design and Construction, and members of the School Committee appeared before the Board with information about the proposed construction of modular classrooms at the Mitchell School.

Dr. Barnes said the Mitchell School is in need of renovation and/or reconstruction to address significant overcrowding, upgrading of space to meet contemporary program needs, replace aging energy, and modernize the overall learning environment. He commented space issues affect programs, teachers, parents, and students. He said the School Committee is requesting 4 modular classrooms to house kindergarten, a music and art room, and additional space for special education staff.

Dr. Gutekanst said the School Committee will request funds at Special Town Meeting totaling \$2,700,000 for design and construction of modular classrooms at Mitchell School during the summer 2014.

Mr. Matthews said the Board of Selectmen supports the recommendation and will vote on the warrant article later in the meeting. He thanked the School Committee.

Dr. Barnes invited the public to an open house at Mitchell School on Saturday, October 26, 2013 at 9:00 a.m.

8:00 p.m.

Public Hearing - NSTAR for Deerfield Road:

Maureen Carroll, NSTAR representative appeared before the Board requesting permission to install approximately 7 feet of conduit at Pole 352/10 on Deerfield Road, Needham. The Department of Public Works has approved the 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.

Mr. Matthews invited public comments. No comments were made.

**Motion by Mr. Bulian that the Board of Selectmen approve and sign a petition from NSTAR to install approximately 7 feet of conduit at Pole 352/10 on Deerfield Road, Needham. This work is necessary to provide new underground electric service at 70 Deerfield Road.**

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

8:05 p.m.

Hillside School Feasibility Study:

Joe Barnes, Chairman, School Committee, Dan Gutekanst, School Superintendent, and members of the School Committee appeared before the Board to provide information and answer questions about the warrant article to fund a feasibility study for the Hillside School.

Dr. Barnes said a pre-feasibility study was initiated jointly between the School Committee and the PPBC over 2 years ago, and a final report was presented to the Town in July, 2012. He said that at the start of the study and until today, the School Committee has felt and made it clear its goal was to keep the Hillside School at the Hillside location, noting a capital request in October 2012 to reconstruct the Hillside School at the Hillside site. He said the School Committee does not waiver from that goal, despite allegations to the contrary. He noted Dore and Whittier worked closely with the PPBC and examined what they considered to be all appropriate parcels for new construction or reconstruction. He noted the study included the existing site at 28 Glen Gary Road, DeFazio Field Complex, and Cricket Field. Dr. Barnes commented that throughout the process the School Committee has been open, honest, fair, and transparent. He noted the pre-feasibility study pointed out that each site has its own set of limitations and compromises, and that use of DeFazio Field or Cricket Field would require significant collaboration, agreement, and compromise. He commented support of Article 2 allows for a much clearer picture of the options available to the Town as it looks to provide the best opportunities for teaching and learning at the Hillside School. He said the School Committee wants nothing more than what the citizen's want; a comprehensive and inclusive study that will point the Town in a direction to meet the needs of the children and Town. Dr. Barnes said if the feasibility study is not approved, the

Town will not have answers to any questions or options, noting, it is in the best interest of the entire Town to gather as much information as possible, so the Town can make an informed decision. He said the School Committee intends to seek the approval for the study of sites not under its jurisdiction.

Mr. Borrelli asked, in light of the Park & Recreation Commission's vote last night, how does the School Committee see a path towards Cricket Field as a viable option for a new school.

Dr. Barnes said the School Committee recognizes what is under its jurisdiction and the opportunity to investigate other sites, with approval. He noted it is important the School Committee go on record that it would like to gather as much information as possible.

Mr. Handel asked if the School Committee regards the action of the Park & Recreation Commission as definitive.

Dr. Barnes noted the formal vote by the Park & Recreation Commission and said the School Committee would also like to take a formal stand to get a response. Dr. Barnes clarified the School Committee wants to gather as much information as possible, but the goal is to rebuild the Hillside School on the Hillside site. He said the School Committee feels it owes it to the Town to examine any possible site, and that is why the School Committee will seek approval from the Park & Recreation Commission. He concluded, if the request is denied, then the School Committee will move on.

Mr. Tom Jacobs, Park & Recreation Commission joined the discussion.

Mr. Bulian suggested the members of the Park & Recreation Commission and School Committee meet to discuss the issue.

Mr. Jacobs said he favors receiving a formal request from the School Committee, noting he had hoped it had come earlier. He said it is the proper way, and should be done by all boards and committees in Town who are looking at pieces of property. He said he could anticipate the Park & Recreation response, but until he knows the School Committee's arguments, he could not make a pre-judgment. Mr. Jacobs said the Park & Recreation Commission is entrusted to protect open space, however a formal request would be entertained.

Ms. Cooley said it is appropriate for the School Committee to make a formal request, but noted the idea of making a formal request a mandatory requirement going forward is potentially a matter of bad policy and bad government. She said she does not feel it is the best way to understand everything, but learning what happens on sites is the nature of feasibility. She reiterated it is a process, and you learn things in the process. She noted everyone in Town understands and values open space and recreation, including Cricket Field, but a school needs to be rebuilt

and the Town needs to move forward with feasibility and know what is required for a new school. She said she is hopeful the Town does this at Town Meeting in November.

Mr. Handel commented he can still hear the pressure of continuing the possibility of studying Cricket Field. He said the time to end the pain over the issue is now, and said he is not prepared to vote, as a member of the Board of Selectmen, to recommend to Town Meeting that they pass the feasibility study until he knows the answer to that question. He made the following motion:

**Motion by Mr. Handel that the Board of Selectmen recommends that the Hillside feasibility study include the Hillside School site at 28 Glen Gary Road, and that the study may include other sites under the jurisdiction of the School Committee and other sites with the approval of that sites jurisdictional body or bodies.**

Mr. Matthews suggested entertaining the motion later in the evening when the Board votes on warrant articles.

Mr. Matthews thanked the School Committee.

8:20 p.m. Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 3 items to discuss:

1. Revised Charge/Traffic Management Advisory Committee (TMAC)

Ms. Fitzpatrick reminded the Board in its fiscal year 2014/2015 goal setting process, the Board of Selectmen discussed the need to revise the charge of the TMAC to formally include pedestrian and bicycle considerations. She said the proposed revision has been reviewed by Public Works and Police staff and the Chairman of the TMAC. Ms. Fitzpatrick recommends the Board consider revising the charge.

**Motion by Mr. Bulian that the Board vote to approve the revised charge of the Traffic Management Advisory Committee dated October 22, 2013.**

**Second: Ms. Cooley. Unanimously approved 5-0.**

2. Water Management Act Compliance

Ms. Fitzpatrick recommended the Board approve the 2014 Residential Gallons per Capita Day (RGPCD) Plan. In addition, she said the Board must report to the DEP its intent with respect to water use restriction for calendar year 2014.

**Motion by Mr. Bulian that the Board approve the 2014 Residential Gallons per Capita Day (RGPCD) Plan dated October 22, 2013 for submission to the Department of Environmental Protection; and that the Board vote its intent to maintain the calendar-triggered restriction from May 1 through September 30. Until the Town achieves the 65 RGPCD performance standard, the Town will continue to limit nonessential outdoor water use to two days per week, before 9**

a.m. and after 5 p.m., during that five-month period; and to one day per week, before 9 a.m. and 5 p.m. whenever a Drought Advisory or higher is declared by the Massachusetts Drought Management Task Force. The Board of Selectmen may review and modify the actual days allowed for watering. Once the Town achieves the 65 RGPCD performance standard, the Board may modify the two-day and one-day-per-week restrictions in a subsequent year.  
Second: Mr. Handel. Unanimously approved 5-0.

3. Positions on Warrant Articles

The Board took positions on the November 4, 2013 Special Town Meeting Warrant Articles.

**Motion by Mr. Handel that the Board vote to support Article 1 - Appropriate for Modular Classrooms/Mitchell in the Special Town Meeting Warrant.**  
Second: Mr. Bulian. Unanimously approved 5-0.

Mr. Matthews recognized Mr. Handel who offered the following motion for Appropriation for Feasibility Study/Hillside.

**Motion by Mr. Handel that the Board of Selectmen recommend that the Hillside School Feasibility Study include the Hillside School site at 28 Glen Gary Road and that the study may include other sites under the jurisdiction of the School Committee and other sites with the approval of that site's jurisdictional body or bodies.**  
Second: Mr. Borrelli. Approved 4-1. Ms. Cooley voted nay.

**Motion by Mr. Bulian that the Board vote to support Article 2 - Appropriate for Feasibility Study/Hillside in the Special Town Meeting Warrant.**  
Second: Mr. Borrelli. Unanimously approved 5-0.

**Motion by Mr. Handel that the Board of vote to support Article 6 - Amend Zoning By-law/Solar in the Special Town Meeting Warrant.**  
Second: Ms. Cooley. Unanimously approved 5-0.

**Motion by Mr. Handel that the Board of vote to support Article 7 - Amend Zoning By-law/Solar Map in the Special Town Meeting Warrant.**  
Second: Mr. Bulian. Unanimously approved 5-0.

**Motion by Mr. Handel that the Board of vote to support Article 8 - Appropriate for Solar Expenses in the Special Town Meeting Warrant.**  
Second: Mr. Bulian. Unanimously approved 5-0.

**Motion by Mr. Handel that the Board of vote to support Article 9 - Amend General By-law/Length of Contracts in the Special Town Meeting Warrant.**  
Second: Mr. Bulian. Unanimously approved 5-0.

**Motion by Mr. Handel that the Board of vote to support Article 10 - Authorize Lease of Land/Solar in the Special Town Meeting Warrant.  
Second: Mr. Bulian. Unanimously approved 5-0.**

**Motion by Mr. Handel that the Board of vote to support Article 11 - Authorize Solar/PILOT in the Special Town Meeting Warrant.  
Second: Mr. Bulian. Unanimously approved 5-0.**

**Motion by Mr. Bulian that the Board vote to withdraw Article 18 - Appropriate for Boardwalk/CPA in the Special Town Meeting Warrant.  
Second: Mr. Handel. Unanimously approved 5-0.**

9:03 p.m.

Board Discussion:

1. Committee Reports

Mr. Matthews told the Board a meeting of the Town's Minuteman School Committee was held October 21, 2013 to discuss the school's MSBA project. Ms. Cooley invited residents to attend a public hearing at the Minuteman School in Lexington on Thursday, October 24, 2013 at 7:00 p.m.

2. Warrant Review Meeting

Mr. Matthews invited residents and Town Meeting members to attend the Warrant Review Meeting to be held Tuesday, October 29, 2013 at Town Hall.

9:10 p.m.

Executive Session - Exception 3 (potential litigation):

**Motion by Mr. Bulian that the Board of Selectmen vote to enter into Executive Session.**

**Exception 3 - To discuss strategy with respect to collective bargaining or litigation, if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Not to return to open session prior to adjournment.**

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

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

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

Note: The meeting was adjourned at 9:45 p.m.

**Town of Needham  
Board of Selectmen  
Minutes for October 29, 2013  
Needham Town Hall**

6:30 p.m. Call to Order:  
A meeting of the Board of Selectmen was convened by Chairman Daniel P. Matthews. Those present were John A. Bulian, Maurice P. Handel, Matthew D. Borrelli, Maryanne Cooley, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt.

6:30 p.m. Consent Agenda:  
**Motion by Mr. Handel that the Board of Selectmen vote to approve the Consent Agenda as presented:**

**CONSENT AGENDA**

- 1. Approve a One Day Special All Alcoholic Beverages License request from Michael Despres, of the Village Club to host the Needham Junior Football and Cheer Dance Party on Saturday, November 9, 2013 from 7:00 p.m. to 11:30 p.m. at The Village Club, 83 Morton Street, Needham.**
- 2. Approve a One Day Special All Alcoholic Beverages License request from Michael Despres, of the Village Club to host the Mitchell School PTC's Oktoberfest on Friday, November 8, 2013 from 5:00 p.m. to 11:30 p.m. at The Village Club, 83 Morton Street, Needham.**

**Second: Mr. Bulian. Approved 5-0.**

6:30 p.m. Solar Installation Recommendation:  
David Harris, Solar Energy Exploratory Committee (SEEC), Jonathan Bracken, Chairman, SEEC, Ed Friedman, Committee member, Pralay Som, Committee member, Hank Haff, PFD Project Manager, Ann Dorfman, RTS Superintendent, and Beth Greenblatt, Beacon Integrated Solution/Owner's Agent appeared before the Board to provide its recommendation on the selection of a developer to install and operate the proposed large-scale, ground-mounted solar photovoltaic facility at the Recycling Transfer Station - subject to Town Meeting action.

Mr. Borrelli commented on the proposal and asked whether the panels are cleared off after a snowstorm. He also asked Ms. Greenblatt her feeling about the vendor and the proposal.

Mr. Bulian commented on the educational value of the project and the potential for school field trips to the site.

Ms. Cooley asked about any potential risks to the Town. She also asked about the percentage of guaranteed kilowatt power over the course of one year.

**Motion by Mr. Bulian that the Board of Selectmen vote to endorse the recommendation of the Solar Energy Exploratory Committee to award a lease of up to 25 years and an Energy Management Services Agreement up to 20 years for the installation and operation of a large-scale ground-mounted solar photovoltaic facility at the Recycling Transfer Station to Brightfields Development, LLC in accordance with the terms set forth in the developer's response to the Town's Request for Proposals, including a lease payment to the RTS Enterprise Fund, and PILOT Agreement.**

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

The Board recessed and reconvened in Powers Hall at 7:00 p.m.

7:05 p.m.

Public Information Session - Warrant Review:

Mr. Matthews said proponents of articles in the warrant for the November 4, 2013 Special Town Meeting will make brief comments and answer questions from the public about their articles.

### **Financial Articles**

#### **Article 3: Amend the FY2014 Operating Budget**

Ms. Fitzpatrick commented the Finance Committee recommends an increase in the Town's OPEB liability fund based on the amount of certified free cash. She stated the Finance Committee also recommends increasing the debt service budget due to various offsets, as well as increasing the Reserve Fund by \$75,000 to account for a reserve fund transfer request for the deposit for the proposed acquisition of the Chestnut Street property.

Dick Reilly, Finance Committee said there is a substantial amount of free cash available this year. He stated a slide will be shown at Special Town Meeting showing how the cash will be allocated.

Mr. Matthews invited questions or comments on Article 3. No comments were made.

#### **Article 4: Amend the FY2014 Sewer Enterprise Fund Budget**

Ms. Fitzpatrick stated the Town received its final sewer assessment from the MWRA for the Sewer Enterprise Fund after the May 2013 Annual Town Meeting concluded. She said the estimate was voted, and was short \$20,757.

Dick Reilly, Finance Committee said the amount is a year end adjustment.

Mr. Matthews invited questions or comments on Article 4. No comments were made.

#### **Article 5: Amend the FY2014 Water Enterprise Fund Budget**

Ms. Fitzpatrick stated the Town received its final water assessment from the MWRA for the Water Enterprise Fund. She stated the actual assessment was lower than anticipated at the May 2013 Annual Town Meeting. She noted an adjustment will be made, but no appropriation is necessary.

Mr. Matthews invited questions or comments on Article 5. No comments were made.

### **Rail Trail Articles**

#### **Article 12: Authorize Lease of MBTA Property for Shared Use Recreation Trail**

#### **Article 13: Appropriate Rail Trail Insurance**

Kathleen Phelps, Rail Trail Committee member stated Article 12 authorizes the lease, from the MBTA, of unused railway from Needham Junction to the Charles River. She said Article 13 authorizes the use of CPC funds to fund the insurance premium under the lease, with the expectation the Town will be reimbursed for 1/2 of the funds from the State.

Mr. Matthews invited questions or comments on Articles 12 and 13.

Larry Cohen, 77 Warren Street, asked if the insurance premium is annual or one-time.

### **General Articles**

#### **Article 14: Amend General By-Law - Public Consumption of Marijuana**

Mr. Matthews stated Article 14: Public Consumption of Marijuana proposes the same system of regulation currently existing for consumption of alcohol on public property.

Phil Droney, Chief of Police said he supports the by-law is to regulate consumption of marijuana on public property. He commented it is a mechanism the police department needs for enforcement.

Mr. Matthews invited questions and comments on Article 14.

Larry Cohen, 77 Warren Street, asked if a record of violations will be kept. He suggested that Chief Droney address Town Meeting to discuss the issue.

#### **Article 15: Amend General By-Law/Municipal Water Supply**

Mr. Matthews summarized the article saying it is for the enforcement of water restrictions, similar to those the Town enacted during the summer 2013. He noted the current by-law addresses emergency conditions, but the Selectmen consider it necessary to comply with state and environmental regulations that aim to reduce water consumption to 65 gallon per person/day.

Gerry Rovner, 48 Cynithia Road, noted an error under section 2.2.5.5.3 of the Special Town Meeting warrant.

Debbie Winnick, 12 Mallard Road, asked for results since enactment of the mandatory water ban during the summer 2013. She suggested the information be available at Special Town Meeting on November 4.

Karen Price, 48 Lake Drive, asked if the restriction is over.

Susan Abbott, 60 Otis Street, commented she feels opposite side of street restrictions encourage people to use more water than they normally would.

Nancy McCarthy, 29 Sterling Road, asked how violations are determined.

**Article 16: Authorize Taking of Real Property**

Mr. Handel summarized Article 16 saying it is a minor technical matter to make sure the sidewalk is wide enough for passage at the new senior center on Hillside Avenue. Mr. Handel said the total expense is not expected to exceed \$5,000.

Mr. Matthews invited questions or comments on Article 16. No comments were made.

**Article 17: Home Rule Petition - Sale of all Alcoholic Beverages in Restaurants with Fewer than 100 Seats**

Mr. Matthews explained Article 17 concerns the sale of alcoholic beverages in restaurants with fewer than 100 seats.

Mr. Matthews invited questions and comments on Article 17. No comments were made.

**Community Preservation Articles**

**Article 18: Appropriate for Ridge Hill Reservation Swamp Trail Boardwalk Construction**

Mr. Matthews explained Article 18 has been withdrawn.

**Capital Articles**

**Article 19: Rescind Debt Authorizations**

Ms. Cooley explained Article 19 is a routine matter and represents completed projects approved by Town Meeting that have excess money remaining in the funding authorization.

Mr. Matthews invited questions and comments on Article 19. No comments were made.

**Article 20: Appropriate for General Fund Cash Capital**

Ms. Fitzpatrick explained there was less cash available in May for appropriation for cash capital and that now has been certified and available for appropriation in November.

Dick Reilly commented the items were included in the May Town Meeting warrant and were passed over at that time, but the expectation was they would be brought to the Special Town Meeting.

Mr. Matthews invited questions and comments on Article 20. No comments were made.

**Article 21: Appropriate for DPW Garage Vehicle Service Lift**

Ms. Fitzpatrick said Article 21 is a request for appropriation for \$110,000 for a service lift in the DPW garage bay. She noted the existing lift has failed and a new system is required.

Dick Reilly commented the Finance Committee approved the appropriation.

Mr. Matthews invited questions and comments on Article 21. No comments were made.

**Article 22: Appropriate for Property Acquisition**

Mr. Matthews said Article 22 is a substantial purchase of property on Chestnut Street, near the public safety station. Ms. Fitzpatrick said the parcel compliments the existing Town owned land on Chestnut Street bordered by Lincoln Street and School Street. Ms. Fitzpatrick said it is a very desirable parcel should the Town decide to renovate or reconstruct the police and fire station. Ms. Fitzpatrick said the parcel could be used in the interim for storage, swing space, or leased as commercial space.

Mr. Handel commented by acquiring the parcel the Town would have a strategic opportunity to improve the streetscape and allow for flexibility in planning.

Dick Reilly commented the Finance Committee supports Article 22.

Mr. Matthews invited questions and comments on Article 22.

Ford Peckham, 26 Lawton Road, asked the appraised value of the land. He said he feels the Town is paying a premium for a very small piece of property.

Dick Reilly noted the premium the Town is paying and said the Finance Committee pushed for the acquisition considering the Town's options in acquiring the parcel. He noted the potential opportunity for the Town to lease the building commercially.

Lois Sockol, 611 Greendale Avenue, asked whether the property is worth anything to anyone else.

**Article 23: Appropriate to Athletic Facility Improvement Fund**

Ms. Cooley said the Athletic Improvement Fund was created at Town Meeting last year and an appropriation will be made from free cash for improvements to athletic facilities.

Dick Reilly said the Finance Committee supports the appropriation.

**Capital Facilities**

**Article 1: Appropriate for Modular Classrooms at Mitchell School**

Ms. Cooley commented the appropriation includes a request for four modular classrooms at Mitchell School. She noted it will be a significant period of time before the Town can address rebuilding Mitchell School and said it is the most overcrowded school in Needham.

Joe Barnes, Chairman, School Committee said the school is in desperate need of space.

Mr. Matthews invited questions and comment on Article 1.

Lois Sockol, 661 Greendale Avenue, asked if five modular classrooms instead of four would be more appropriate for the space, noting the potential for increased enrollment.

Katy Dirks, 776 Webster Street, asked if playground space will be included as part of the new school.

Elizabeth Handel, 3 Rosemary Street, asked how long will the modular classrooms be in use.

**Article 2: Appropriate for Feasibility Study/Hillside School**

Mr. Matthews summarized Article 2 saying the article is only about the dollar value of the appropriation, and does not have to do with the location of Hillside School. He noted the appropriation is contingent on an application filed with the MSBA for grant funding.

Joe Barnes concurred the appropriation is in anticipation of an invitation from the MSBA to partner with them to build a new school.

Dick Reilly said the Finance Committee voted to approve the Article.

Gerry Rovner, 48 Cynthia Road, said the study should consider how much will it cost to rebuild Hillside School at its present location, given the environmental

problems of the site, and how much more will be spent annually to maintain the new school, given the environmental problems of the site. He said he is hopeful a feasibility study will explore other sites that exist in Town, so that there will be a full and frank discussion about where a new school should or should not be built.

### **Solar Articles**

Mr. Borrelli summarized the 6 Articles which seek to accomplish one goal; solar panels at the RTS and a financial benefit to the Town.

#### **Article 6: Amend Zoning By-Law Large-Scale Ground Mounted Solar Photovoltaic Installation Overlay District**

#### **Article 7: Amend Zoning By-Law Map Change to Large-Scale Ground Mounted Solar Photovoltaic Installation Overlay District.**

#### **Article 8: Appropriate for solar Facility Development Expenses**

#### **Article 9: Amend General By-Law Type and Length of Contracts & Leases/Solar Facilities**

#### **Article 10: Authorize Lease of Land for Ground Mounted Solar Photovoltaic Installation**

#### **Article 11: Authorize Pilot for Ground Mounted Solar Photovoltaic Installation**

Davis Harris, Solar Energy Exploratory Committee (SEEC) provided information about the large-scale ground-mounted solar photovoltaic installation at the closed landfill in partnership with Brightfields Development, LLC, and the potential to generate \$12,000,000 for the Town over the course of the next 20 years, based on incentives in place today. Mr. Harris explained the project with Brightfields Development, LLC.

Bruce Eisenhut, Planning Board explained Article 6 sets forth the regulatory framework to allow use of the property. He said Article 7 establishes a map setting forth geographical boundaries of the overlay district.

Dick Reilly, concurred the Finance Committee supports the proposal.

Mr. Matthews invited questions and comments on the Solar Articles.

Cindy Landau, 1476 Great Plain Avenue, asked about environmental impacts from this type of installation. She wondered about the impact on animals in the area.

Ford Peckham, 26 Lawton Road, is concerned about the potential benefit to the Town and current federal policy concerning fossil fuel. He said the project could be

a windfall for Brightfields Development LLC, and wanted to know if the Town would share in any potential windfall.

Eric Hoffman, resident wondered about the Town's economic decision to buy or lease from a private entity.

Mr. Matthews thanked everyone for their attendance and participation.

8:25 p.m.

Adjourn:

**Motion by Mr. Bulian that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of October 29, 2013.**

**Second: Ms. Cooley. Unanimously approved 5-0.**

## BOARD OF SELECTMEN

\* MINUTES \*

November 4, 2013

7:00 p.m. A special meeting of the Board of Selectmen was convened by Chairman San Matthews at the Needham Town Hall. Present were Mr. John Bulian, Mr. Moe Handel, Mr. Matt Borrelli, Ms. Marianne Cooley and Town Manager Kate Fitzpatrick.

The Board discussed the status of articles on the Special Town Meeting Warrant.

7:00 p.m. **Motion: Mr. Bulian moved that the Board vote to amend Article 15 to correct a typographical error. Mr. Handel seconded the motion. Unanimous: 5-0**

7:05 p.m. **Motion: Mr. Borrelli moved that the Board adjourn its meeting contemporaneously with the adjournment of Town Meeting. Mr. Bulian seconded the motion. Unanimous: 5-0.**

Note: The Special Town Meeting adjourned for the evening at 11:30 p.m.