

BOARD OF SELECTMEN
April 15, 2015
Needham Town Hall
Revised Agenda

Note: Agenda subject to revision, start times are approximate and agenda items may be discussed at earlier or later times.

	6:45	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>
	7:00	Arbor Day Proclamation 2015
1.	7:00	Board Reorganization
2.	7:00	Public Hearing- Eversource Energy – 3 rd Avenue <ul style="list-style-type: none"> • Maureen Carroll, Eversource Energy representative
3.	7:10	Discussion on Zoning Articles Lee Newman
4.	7:30	Presentation on High School Articles Steve Popper Dan Gutekanst
5.	7:45	Town Manager <ul style="list-style-type: none"> • Normandy LIP Development Agreement • Positions on Warrant Articles
6.	8:00	Board Discussion <ul style="list-style-type: none"> • Committee Reports
7.	8:05	Executive Session- Exception 3

CONSENT AGENDA *=Backup attached

1.	Accept \$250 donation made to the Needham Health Department's Gift of Warmth fund from Shahin Sagafi, a Waltham resident.
2.	Accept a donation of \$18 made to the Needham Police Department's Car Safety Seat Installation Program from Stephanie Pearl, a Needham resident.
3.*	Approve and sign the 2015 Arbor Day Proclamation, which proclaims the last Friday in April as Arbor Day in the Town of Needham and encourages residents to support all efforts to protect our trees and woodlands for future generations to come. A celebration of the installation of the new blue tree with the townspeople of Needham will be held on the Town Common on Friday, April 24, 2015. Also, this year the Parks and Forestry Division will be celebrating Arbor Day on May 1, 2015 with the elementary students of the Eliot School.

4.*	Approve minutes of March 24, 2015 (Open Session), March 24, 2015 (Executive Session), April 7, 2015 (Open Session), & April 7, 2015 (Executive Session).				
5.*	Approve a request from The Christina Clarke Genco Foundation to ride a portion of its Mother's Day Memorial Day Ride through Needham on Sunday, May 10, 2015. Riders are expected to be in Needham at 8:00 a.m. to 3:30 p.m. The route that the riders will take through Needham has been approved by the following departments: Police, Fire, Park and Recreation and is pending approval from DPW.				
6.*	Approve road event form from Stephen Mortimer of Needham Baseball and Softball, to hold its opening day parade in Needham on May 3, 2015 from 11:00 a.m. to 12:00 p.m. The route of the race has been approved by the following departments: : Police, Fire, Park and Recreation and is pending approval from DPW.				
7.*	Approve a request from the Charles River YMCA to hold its 4 th of July Road Race in Needham on July 4, 2015 from 7:00 a.m. to 11:00 a.m. The route of the race has been approved by the following departments: Police, Fire, Park and Recreation and is pending approval from DPW.				
8.*	Accept \$11,937.88 donation from the Green's Field Playground group to the Greene's Field Playground Gift Fund.				
9.	Approve the calendar year 2015 Spring Licenses as follows. This approval is predicated on the receipt of all completed required paperwork before April 30, 2015.				
	Establishment		License Type		
	Veteran's Taxi of Newton, LLC		Taxi/Livery		
	Alami Rides		Taxi/Livery		
	Lt. Manson H. Carter Post 2498 VFW Building Association, Inc.		Pool Table		
	Second Time Around		Sale of Second Hand Articles		
	Closet Exchange – Best of the Mall		Sale of Second Hand Articles		
	Closet Exchange – Designer & Boutique		Sale of Second Hand Articles		
	Closet Exchange – Consignment Drop Off		Sale of Second Hand Articles		
	Closet Exchange – Last Chance Store		Sale of Second Hand Articles		
	Cherry Picked		Sale of Second Hand Articles		
	Crosby Jewelers, Inc.		Sale of Second Hand Articles		
	Segaloff's Jewelers		Sale of Second Hand Articles		
	Janet Cotter Design		Sale of Second Hand Articles		
	Needham Bowl Away		Bowling Alley		
Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Gabriella Spear	53 Spring Road	Spring Road	6/13/15		11AM-5PM

**2015
ARBOR DAY PROCLAMATION**

WHEREAS: In the year 1646 in the then Town of Boston of the Massachusetts Bay Colony the first recorded Public Tree planting in the New World took place as a Community effort involving men, women and children; and

WHEREAS: The planting was not accomplished for private gain or individual benefit but rather it was public in nature for the relief of travelers because trees had long been recognized as providing tremendous benefits to the well being of mankind; and

WHEREAS: When Needham became the 88th incorporated community in the Commonwealth of Massachusetts in 1711, its inhabitants were mostly land hungry settlers from Boston who had come to the wilderness to farm on the open land of the Great Plain; and

WHEREAS: The Lessons of the Settlers had been learned. The practice of tree planting had continued on the Plain to reduce the erosion of the precious topsoil by wind and water; and

WHEREAS: Trees are one of our greatest resources. They provide food and shelter, moderate temperatures, reduce noise pollution, provide wind breaks, establish a habitat for wildlife; and

WHEREAS: Trees in our Town of Needham help beautify the area by providing Summer and Fall colors, interesting sizes and shapes, beautiful flowers and fruit and increased property value; and

WHEREAS: The Town of Needham wishes to be recognized as a Tree City U.S.A. by the National Arbor Day Foundation and desires to continue its tree planting ways.

NOW, THEREFORE, we the Board of Selectmen of the Town of Needham do hereby proclaim the last Friday in April as Arbor Day in the Town of Needham and we encourage our residents to support all efforts to protect our trees and woodlands for future generations to come.

Our Children, our Trees, our Future.



BOARD OF SELECTMEN

NEEDHAM BOARD OF SELECTMEN RE-ORGANIZATION MEETING FOR APRIL 15, 2015

1. Town Clerk swears in the Elected Officials.
2. Chairman calls for nominations for the re-organization of the Board of Selectmen.

Chairman: _____

Vice Chairman: _____

Secretary/Clerk: _____

3. Members now change to new seating arrangement.
4. The Board of Selectmen regular meeting schedule for the year.

May 12, 2015	September 8, 2015	December 8, 2015	March 8, 2016
May 26, 2015	September 22, 2015	December 22, 2015	March 22, 2016
June 9, 2015	October 13, 2015	January 12, 2016	*April 13, 2016
June 23, 2015	October 27, 2015	January 26, 2016	April 26, 2016
July 21, 2015	November 10, 2015	February 9, 2016	* Wednesday
August 18, 2015	November 24, 2015	February 23, 2016	

5. Committee Secretary for Board of Selectmen: Sandy Cincotta

6. Recording Secretary for Board of Selectmen: Mary Hunt

**Town of Needham Board of Selectmen
(1950 - 2018)**

1988-89	H. Phillip Garrity, Jr.	Sally B. Davis	John D. Marr, Jr.	Marcia M. Carleton	David F. Edridge, Jr.	1988-89
1989-90						1989-90
1990-91	H. Phillip Garrity, Jr.	Sally B. Davis	John D. Marr, Jr.	Marcia M. Carleton	David F. Edridge, Jr.	1990-91
1991-92				Ted Owens	David F. Edridge, Jr.	1991-92
1992-93	H. Phillip Garrity, Jr.	Sally B. Davis	John D. Marr, Jr.		David F. Edridge, Jr.	1992-93
1993-94					William M. Powers	1993-94
1994-95	Daniel P. Matthews	John H. Cogswell	John D. Marr, Jr.			1994-95
1995-96				Ted Owens	William M. Powers	1995-96
1996-97						1996-97
1997-98	Daniel P. Matthews	John H. Cogswell	John D. Marr, Jr.			1997-98
1998-99				Ted Owens	William M. Powers	1998-99
1999-00	Daniel P. Matthews	John H. Cogswell	Gerald A. Wasserman			1999-00
2000-01						2000-01
2001-02				Colleen Schaller	William M. Powers	2001-02
2002-03	Daniel P. Matthews	John H. Cogswell	Gerald A. Wasserman			2002-03
2003-04						2003-04
2004-05				James G. Healy	John A. Bulian	2004-05
2005-06	Daniel P. Matthews	John H. Cogswell	Gerald A. Wasserman			2005-06
2006-07						2006-07
2007-08	Daniel P. Matthews	John H. Cogswell	Gerald A. Wasserman	James G. Healy	John A. Bulian	2007-08
2008-09						2008-09
2009-10	Daniel P. Matthews	Denise C. Garlick	Gerald A. Wasserman			2009-10
2010-11		James G. Healy	Gerald A. Wasserman	Maurice P. Handel	John A. Bulian	2010-11
2011-12	Daniel P. Matthews	Matthew D. Borrelli	Gerald A. Wasserman			2011-12
2012-13			Marianne B. Cooley			2012-13
2013-14	Daniel P. Matthews	Matthew D. Borrelli		Maurice P. Handel	John A. Bulian	2013-14
2014-15						2014-15
2015-16	Daniel P. Matthews	Matthew D. Borrelli	Marianne B. Cooley			2015-16
2016-17				Maurice P. Handel	John A. Bulian	2016-17
2017-18						2017-18
2018-19				Maurice P. Handel	John A. Bulian	2018-19
2019-20						2019-20

Town of Needham Board of Selectmen (1950 - 2018)

Spring Town Election								
1950-51		Edward J. Stewart	George M. Pond	Emery S. Doane	Three Selectmen			
1951-52		Edward J. Stewart	George M. Pond	Emery S. Doane	electd each for			
1952-53		Edward J. Stewart	George M. Pond	Frank E. Godfrey	one year term			
1953-54		Edward J. Stewart	George M. Pond	Frank E. Godfrey	.			
1954-55		Edward J. Stewart	Everett C. Cross	Philip F. Foss	.			
1955-56		Edward J. Stewart	Everett C. Cross	Philip F. Foss	.			
1956-57		Marian F. Keith	Everett C. Cross	Philip F. Foss	By vote of			
1957-58	Clarke H. Wertheim	Edward J. Stewart	Everett C. Cross	Philip F. Foss	STM 11.14.1955,			
1958-59		Peter W. Carre	J. Roland Ackroyd	Philip F. Foss	changed number of			
1959-60			J. Roland Ackroyd	Philip F. Foss	BOS from 3 to 5.			
1960-61			J. Roland Ackroyd	Philip F. Foss	Effective 1956			
1961-62	Clarke H. Wertheim	Peter W. Carre	Paul F. Saint	Philip F. Foss	town election.			
1962-63								
1963-64								
1964-65	Clarke H. Wertheim	Peter W. Carre	Paul F. Saint	Philip F. Foss				
1965-66								
1966-67								
1967-68	Clarke H. Wertheim	Peter W. Carre	Paul F. Saint	Philip F. Foss				
1968-69					1968-69			
1969-70					1969-70			
1970-71	Richard M. Salamone	Peter W. Carre	Paul F. Saint	Philip F. Foss	1970-71			
1971-72					1971-72			
1972-73		Benedict Horowitz	John C. Hatch	H. Phillip Garrity, Jr.	1972-73			
1973-74	Richard M. Salamone				1973-74			
1974-75		Benedict Horowitz	E. Loretta Reynolds	H. Phillip Garrity, Jr.	1974-75			
1975-76					1975-76			
1976-77	Richard M. Salamone	Benedict Horowitz	E. Loretta Reynolds	H. Phillip Garrity, Jr.	1976-77			
1977-78		Benedict Horowitz			1977-78			
1978-79	Richard M. Salamone		E. Loretta Reynolds	Francis A. Faccetti	1978-79			
1979-80	H. Phillip Garrity, Jr.				1979-80			
1980-81		Norman P. Jacques	Marcia M. Carleton	Francis A. Faccetti	1980-81			
1981-82					1981-82			
1982-83	H. Phillip Garrity, Jr.				1982-83			
1983-84		Norman P. Jacques	Marcia M. Carleton	Francis A. Faccetti	1983-84			
1984-85					1984-85			
1985-86	H. Phillip Garrity, Jr.				1985-86			
1986-87		Sally B. Davis	Marcia M. Carleton	David F. Etridge, Jr.	1986-87			
1987-88					1987-88			



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

MEETING DATE: 04/10/2015

Agenda Item	Public Hearing –Eversource Energy- 3 rd Avenue
Presenter(s)	Maureen Carroll, Eversource Energy

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
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Eversource Energy requests permission to install 814 feet of conduit from manhole #22490 and 169 feet of conduit from manhole #27060 in the area of 3rd Avenue and Kendrick Street in Needham. The installation of this conduit and manhole system will allow Eversource Energy to increase circuit capacity to relieve areas that are predicted to become overloaded in the near future.

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

2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
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Suggested Motion:

Move that the Board of Selectmen approve and sign a petition from NSTAR Electric Company d/b/a Eversource Energy to install 814 feet of conduit from manhole #22490 and 169 feet of conduit from manhole #27060 in the area of 3rd Avenue and Kendrick Street in Needham. The installation of this conduit and manhole system will allow Eversource Energy to increase circuit capacity to relieve areas that are predicted to become overloaded in the near future.

3.	BACK UP INFORMATION ATTACHED	YES	NO
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(Describe backup below)

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

EVERSOURCE
ENERGY

200 Calvary Street
Waltham, Ma 02453

February 27, 2015

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

RE: 3RD Ave
Needham, MA
W.O. #2027085

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install 814± feet of conduit from manhole #22490 and 169± feet of conduit from manhole #27060.

The installation of this conduit and manhole system will allow NSTAR Electric dba EVERSOURCE ENERGY to increase circuit capacity to relieve areas that are predicted to become overloaded in the near future.

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

Very truly yours


William D. Lemos, Supervisor
Rights and permits

WDL/zj
Attachments

OK to
power 2
meters, Eng.
3/26/15
OK R.P. Robinson
DPW Director
3/27/15

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

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

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

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated February 13, 2015**, and filed herewith, under the following public way or ways of said Town:

3rd Ave – Southeasterly approximately 814± feet northwest of Kendrick Street.

Install 814± feet of conduit from existing manhole 22490

Install new manhole # 30078

Kendrick St – At and southerly from 3rd Ave a distance of approximately 60± feet of conduit.

Kendrick St - Westerly from existing manhole 27060 to existing manhole 29933

Install 109± feet of conduit.

(WO: 2027085)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

BY _____
William D. Lemos
Rights & Permits, Supervisor

Dated this 27th day of February 2015

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2015

**ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM**

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

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

3rd Ave – Southeasterly approximately 814± feet northwest of Kendrick Street.
Install 814± feet of conduit from existing manhole 22490

Install new manhole # 30078

Kendrick St – At and southerly from 3rd Ave a distance of approximately 60± feet of conduit.

Kendrick St - Westerly from existing manhole 27060 to existing manhole 29933
Install 109± feet of conduit.

WO: (2027085)

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

1. Conduits and manholes shall be located as shown on the plan made by **A. Debenedictis, Dated February 13, 2015** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

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

CERTIFICATE

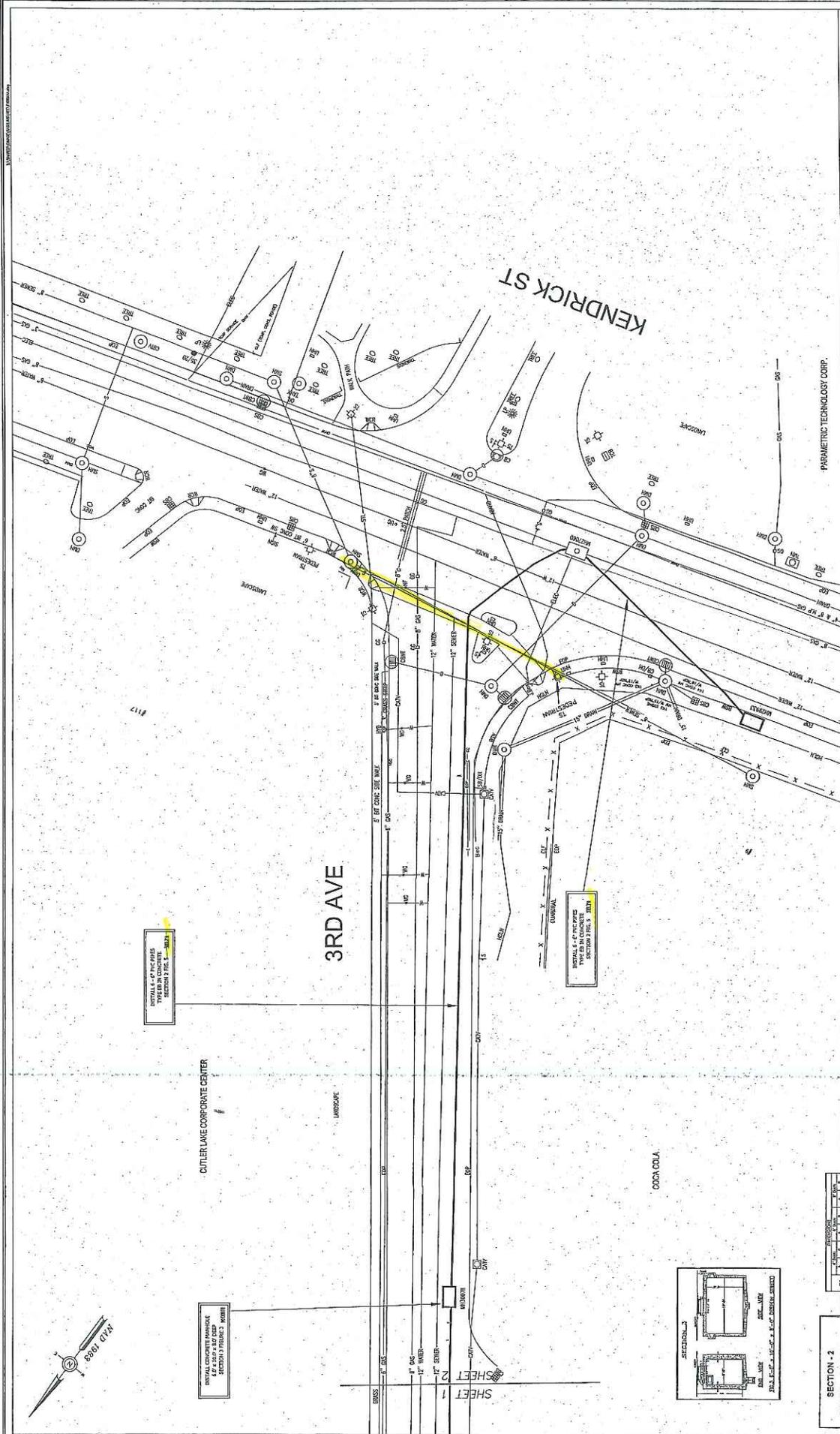
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2015 at _____ in said Town.

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

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2015 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

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

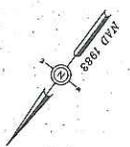


PARAMETRIC TECHNOLOGY CORP.

CS 29-15
 Work Order # 2027065
 Surveyed by: JAM/AM
 Research by: SC
 Plotted by: LMERQUY
 Proposed Structures: MA
 Approved: A. BRENEDICIS
 Date: FEBRUARY 13, 2015
 Sheet: 2 OF 2

MASS. LAW
 REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
 BEFORE DIGGING BY ANYONE. CALL DIG-ONE 1-800-346-7233

NOTICE: THE DRAWING HEREBY IS THE PROPERTY OF THE ENGINEER AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, REPRODUCED, TRANSMITTED, OR IN ANY MANNER DISSEMINATED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER. THE ENGINEER'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED BY THE ENGINEER AND DOES NOT INCLUDE THE DESIGN OR CONSTRUCTION OF ANY STRUCTURE OR EQUIPMENT. THE ENGINEER'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED BY THE ENGINEER AND DOES NOT INCLUDE THE DESIGN OR CONSTRUCTION OF ANY STRUCTURE OR EQUIPMENT.



INSTALL 4" PVC RIBS
 TYPICAL TO CONDUIT
 SECTION 2 (Pgs. 1, 2, 3, 4, 5)

CUTLER LAKE CORPORATE CENTER

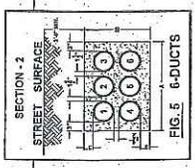
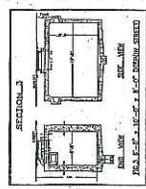
3RD AVE

LANDSCAPE

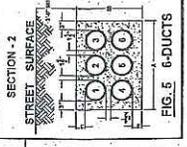
COCACOLA

INSTALL 4" PVC RIBS
 TYPICAL TO CONDUIT
 SECTION 3 (Pgs. 1, 2, 3, 4, 5)

SHEET 1
 SHEET 2



NO.	DESCRIPTION	DATE	BY	CHKD.
1	ISSUED FOR PERMIT	02/13/15	JAM	AM
2	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
3	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
4	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
5	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
6	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
7	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
8	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
9	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
10	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
11	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
12	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
13	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
14	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
15	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
16	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
17	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
18	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
19	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
20	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
21	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
22	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
23	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
24	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
25	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
26	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
27	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
28	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
29	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
30	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
31	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
32	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
33	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
34	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
35	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
36	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
37	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
38	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
39	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
40	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
41	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
42	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
43	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
44	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
45	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
46	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
47	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
48	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
49	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM
50	ISSUED FOR CONSTRUCTION	02/13/15	JAM	AM





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 April 15, 2015** upon petition of Eversource Energy dated **February 27, 2015** to install 814 feet of conduit from manhole #22490 and 169 feet of conduit from manhole #27060. The installation of this conduit and manhole system will allow Eversource Energy to increase circuit capacity to relieve areas that are predicted to become overloaded in the near future. A public hearing is required and abutters should be notified.

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

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

BOARD OF SELECTMEN

Dated: March 27, 2015

THIRD AVE

PARCEL ID	St No.	Street	Owner Names	Owner Address	Mailing Address		
					OWNER CITY	State	OWNER ZIP
199/300.0-0001-0000.0	140	KENDRICK ST	BP 140 KENDRICK STREET PROPERTY LLC C/O BOSTON PROPERTIES, INC	800 BOYLSTON ST. STE 1900	BOSTON	MA	02199-8103
199/300.0-0002-0000.0	0	KENDRICK ST	TOWN OF NEEDHAM SEWER DEPT--PUMPING STA	1471 HIGHLAND AVE	NEEDHAM	MA	02492
199/300.0-0004-0000.0	60	KENDRICK ST	COM REALTY CORPORATION	P.O. BOX 514	NEEDHAM	MA	02494-0004
199/300.0-0006-0000.0	63	KENDRICK ST	155 FOURTH, LLC, TRUSTEE C/O BLUESTONE MANAGEMENT SVCS	100 WELLS AVE - SUITE 200	NEWTON	MA	02459
199/300.0-0007-0000.0	115	FOURTH AVE	DIV NEEDHAM 115, LLC C/O THE DAVIS COMPANIES	125 HIGH ST 21ST FLOOR	BOSTON	MA	02110
199/300.0-0011-0000.0	151	THIRD AVE	NEEDHAM EXPRESS LIMITED PARTNERSHIP C/O DANAC LLC	5404 WISCONSIN AVE	CHEVY CHASE	MD	20815
199/300.0-0012-0000.0	117	KENDRICK ST	INTERCONTINENTAL FUND III, C/O 117 KENDRICK DE, LLC	C/O BULLFINCH COMPANIES INC	NEEDHAM	MA	02494
199/300.0-0014-0000.0	9	B ST	COCA COLA REFRESHMENTS C/O PROPERTY TAX DEPT, NAT 11	PO BOX 1734	ATLANTA	GA	30301
199/300.0-0017-0000.0	156	B ST	GENERAL DYNAMICS C4 SYSTEMS INC C/O NEEDHAM NINE OWNERS LLC	C/O NORMANDY REAL ESTATE PART	MORRISTOWN	NJ	07960
199/300.0-0018-0000.0	189	B ST	GENERAL DYNAMICS C4 SYSTEMS INC C/O NEEDHAM NINE OWNER LLC	C/O NORMANDY REAL ESTATE PART	MORRISTOWN	NJ	07960
199/300.0-0028-0001.0	80	B ST	SXC NEEDHAM INN LLC C/O NANCY COADY-CARROLL	PO BOX 4430	MANCHESTER	NH	03108
199/300.0-0071-0000.0	0	FOURTH AVE	DIV NEEDHAM 53, LLC C/O THE DAVIS COMPANIES	125 HIGH ST 21ST FLOOR	BOSTON	MA	02110
199/300.0-0072-0000.0	0	FOURTH AVE	BLAKELEY, LINNELL ET AL, TRS C/O BLAKELEY INVESTMENT CO	1 INTERNATIONAL PLACE STE 3250	BOSTON	MA	02110

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: 4/15/2015

Agenda Item	2015 Annual & Special Town Meeting Preparation – Zoning Amendments
Presenter(s)	Lee Newman, Director of Planning & Community Development Marty Jacobs, Chair, Planning Board

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>Ms. Newman and Mr. Jacobs will provide the Board with a description of and rationale behind the zoning articles on the Annual and Special Town Meeting Warrants.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>a. 2015 Annual Town Meeting Warrant provided under separate cover. b. May 11, 2015 Special Town Meeting Warrant provided under separate cover.</p>			



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

MEETING DATE: 4/15/2015

Agenda Item	2015 Annual Town Meeting Preparation – High School Articles
Presenter(s)	Dan Gutekanst, Superintendent of Schools Steve Popper, Director of Design and Construction George Kent, Chairman, PPBC

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Mr. Gutekanst, Mr. Popper and Mr. Kent will update the Board on the status of the High School expansion project.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
<ul style="list-style-type: none"> a. 2015 Annual Town Meeting Warrant provided under separate cover. b. Memo from Jonathan Pizzi, High School Principal c. NHS Scenarios d. NHS Room Usage e. NHS Cafeteria Occupancy f. NHS Plan Options g. NHS Cost Options 			



NEEDHAM HIGH SCHOOL

TO THINK - TO RESPECT - TO COMMUNICATE

Jonathan D. Pizzi, Ph.D.
Principal

TO: Needham Board of Selectmen
FROM: Jonathan D. Pizzi, Principal
DATE: April 10, 2015
RE: Needham High School Space Needs Assessment

Introduction & Rationale

This memorandum provides background and supporting information regarding the current space needs assessment of Needham High School being conducted in collaboration with Drummey Rosane Anderson Architects, Inc. (DRA). The overarching aim of the analysis is to identify the specific need for space at Needham High School and to develop proposals that will: increase the number of classrooms at NHS; expand the existing cafeteria area to accommodate the long-term growth in student population; reclaim meeting, conference, and storage space that has been repurposed for classroom use.

Statement of Need

From 2005-2009, Needham High School was the subject of a comprehensive building project including renovation of the central part of the existing structure, demolition of one part of the existing structure, and the construction of a new academic wing on the south side of the property, as well as the construction of an ancillary gymnasium on the north side of the property. The resulting 285,000 square foot facility was built to accommodate a student population of 1,450. According to a recent study, then projected student population for SY 2015-2016 is 1,686, or 236 students in excess of the school's design capacity. This same study projects an average annual student enrollment of 1,652 students through SY 2024-2025, and 1,664 students through SY 2029-2030.

The existing over-enrollment, as well as projections for additional enrollment growth, has and will continue to strain the school's ability to accommodate and serve its student body within the existing structure. The current and growing need for instructional and non-instructional space has resulted in a number of challenges that limit the ability of NHS to maximize student learning and teacher instruction, to deliver the approved *Program of Studies*, and to expand the instructional program to meet student needs.

Major limitations include:

- a historic number of general education classes with 25 or more students enrolled (23% in SY 2014-2015, or 126/550 sections);
- a sharp reduction in available conference and professional meeting/work space due to the reassignment of meeting spaces for instructional use;
- a utilization rate of over 90% for general education classrooms, inhibiting scheduling flexibility;
- the purchase of an exterior, non-climate controlled Conex storage container for storage of athletic equipment;
- the use of 25% of activity space in the "B" Gym for physical education and athletic equipment storage;
- in SY 2014-2015, more than two-thirds (15/21 periods) of the lunch periods scheduled have more student's assigned than the cafeteria's maximum capacity.
- the scheduling of 53% of classroom teachers into two or more classrooms resulting in lost instructional time for teacher travel and set up/break down, limited space for student-teacher conferencing, and greatly reduced work and collaboration space for teachers;
- the impact on the instructional program effecting the breadth of course offerings. For example, in SY 2015-2016, while enough students (64) have selected AP Biology to allow for three sections, only two can be scheduled due to space limitations. Further, the Physical Education Department will lose a significant component of the cardio-vascular health education program as the spin-bike room is dismantled and the equipment stored to create a much-needed general classroom.

DRA is collaborating with the officials from the Town of Needham and the Needham Public Schools in a project Work Group to address the aforementioned challenges and limitations to determine specific space needs within the high school and to develop proposals that will meet these needs. Expansion options provided by DRA do not address the need for increased indoor Physical Education activity space or the need for a fifth tennis court as required by the Massachusetts Interscholastic Athletic Association for interscholastic tennis contests and tournaments, among other needs.

Calculating the Need

The NHS Working Group and DRA, Inc. have determined the need for additional instructional, cafeteria, and storage space based upon three design factors. These include: overall student enrollment; average class size; and space utilization factor.

Enrollment: As mentioned above, data from the recent McKibben Demographic Demographic Research study projects an average annual student enrollment of 1,652 students through SY 2024-2025, and 1,664 students through SY 2029-2030. As a result

of its 2005-2009 renovation, Needham High School was designed to serve 1,450 students.

Average Class Size: The latest renovation and addition of instructional space at Needham High School was predicated upon the Commonwealth School Building Assistance (SBA) program standards. These standards included a total of 760 square feet per general education classroom to accommodate an average class size of 22 students per class. This is less than current Massachusetts School Building Authority (MSBA) standards that provide for 850 square foot classrooms to accommodate an average class size of 23 students per class.

Utilization Factor: The utilization factor is the amount of time classrooms and instructional spaces are utilized within a school's master schedule. For Needham High School, this factor would represent the total number of periods out of the seven period schedule that each room/space is scheduled. The industry and MSBA standard utilization rate for school buildings is 85%. This factor is used in order to provide flexibility of scheduling and to minimize the negative impact upon student learning that is associated with teacher traveling throughout the building. DRA has determined that Needham High School is currently operating at a utilization factor of 93%. The conversion of five non-instructional spaces to instructional use in the summer of 2015 will bring the utilization rate to 90%.

Current Space Configuration and Determination

Since the fall of 2011, the NHS administration has addressed the increases in student enrollment by re-purposing the following non-classroom spaces to classroom and student service-related use:

- Social Studies Storage Room 403 (2011)
- English and Social Studies Curriculum Development Room 701 (2012)
- Mathematics and Science Curriculum Development Room 205F (2013)
- Assistant Principal Suite 802 (2013)
- NPS Metco Suite Room 608 (2014)
- Computer Writing Lab Room 706 (2014)
- World Language Computer Lab Room 707 & adjacent storage (Summer 2015)
- Computer Science Lab Room 106 (Summer 2015)
- Exercise Room 815 (Summer 2015)
- Room 728B (Summer 2015)
- Room 211 Science Storage Room (Summer 2015)

For the purposes of this assessment, the NHS Working Group has determined that as a result of several interior modifications and renovations that will occur over the summer of 2015, NHS will have 84 spaces available for general instructional use beginning in SY 2015-2016. Included in this total are:

- 58 general classrooms
- 8 art studios
- 16 science laboratories
- 2 physical education activity spaces

Areas designed and used for more specialized instructional purposes have not been included in this total number of classrooms for the following reasons:

- The spaces are not large enough to hold an average class of 22 students.
- The space(s) serve(s) a distinct instructional purpose/population of students.
- The space is not conducive to general academic instruction.

These spaces include:

- Art Therapy Room (403)
- TV Studio (407)
- Multi-Media Lab (409)
- Control Room (409A)
- Library Resource Center (410)
- Transitions Program (602)
- Graphic Arts Printing and Production Center (603)
- Chorus Room (612)
- Music Midi Computer Lab (614)
- Band Room (616)
- Connections Program Suite (802, 802A, 802B)
- Insight Program Suite (803, 803A, 803B)
- STRIVE Program Suite (805, 805A, 805B, 805C)
- Auditorium (806)
- Yoga/Dance Studio (817)
- Skills Classrooms – Accommodate 8 students each (708, 710, 808, 810, 902, 910)

Room Proposal & Reclamation

At the inception of its recent renovation, Needham High School was purposely designed to support high quality student instruction and learning, a broad array of curricular and co-curricular programs, and professional growth and collaboration among teachers. As the student population has increased, space originally intended for professional conference, meeting, and collaboration has been converted to instructional space. The qualitative effect on the professional culture is readily apparent, as group conference, meeting, and collaboration space is very scarce during the school day, thus seriously curtailing these necessary interactions. For example, where at the opening of the new NHS in 200-2009 three conference rooms and two curriculum and planning rooms were available, currently only one conference room and no curriculum and planning rooms

are available to the 210 members of the NHS faculty, staff, and administration. These spaces are vital to the facilitation of special education team meetings, parent-teacher conferences, administrative and leadership meetings, and most important, inter/intradepartmental collaboration.

In addition, physical education activity space is limited by several factors. First, the Exercise Room (815), which is an integral part of cardio-vascular wellness instruction at NHS, is being repurposed as a classroom for SY 2015-2016. Second, due to limited storage space and increases in student enrollment, nearly 25% of the "B" Gymnasium activity space is presently being utilized for equipment storage. As enrollment increases and to maintain the integrity of the NHS Wellness Program, it is essential that these spaces be reclaimed to serve the purposes for which they were originally intended. In addition, a larger indoor activity space is also needed to accommodate growing student enrollment and staff members (though this need is not addressed in the present study).

Consequently, in its expansion proposals, NHS will seek to reclaim the function of Rooms 205F and 701 as Curriculum Development Centers by requesting two classrooms to replace those currently assigned to these rooms. Likewise, NHS will seek to reclaim Exercise Room 815 and a portion of the screened area of the "B" Gymnasium currently used for storage by requesting an additional classroom and an additional storage space.

Needham High School Projections

DRA Architects

March 9, 2015

Scenario 1 - Based on 2015 McKibben Projections

Teaching Stations

Previous MSBA Standard Minimum Classroom Size for 22 Students - 760 SF

Number of Classrooms / Teaching Stations Which Meet this Standard - 84

Number of Classrooms / Teaching Stations Required - 90

Number of Spaces Repurposed to Serve as Teaching Stations that Must be Reclaimed for Programmatic Reasons - 3

Total New Classrooms / Teaching Stations Required - (90 - 84 + 3 = 9)

Physical Education Spaces

MSBA Current Standard for High School - 12,000 SF Gym plus PE Alternatives of 3,000 SF - Total 15,000 SF

Total of Existing Gyms and PE Alternative Spaces - 22,800 SF - (Exceeds the MSBA Standard)

PE Storage

Add 1 Space at 850 SF

Draft Population by School Yr.	Teaching Stations	Utilization Rate	Average No. of Students Per Classroom	
2015 / 2016	1,686	90	85%	22.0
2016 / 2017	1,655	90	85%	21.6
2017 / 2018	1,654	90	85%	21.6
2018 / 2019	1,667	90	85%	21.8
2019 / 2020	1,603	90	85%	21.0
2020 / 2021	1,608	90	85%	21.0
2021 / 2022	1,623	90	85%	21.2
2022 / 2023	1,658	90	85%	21.7
2023 / 2024	1,675	90	85%	21.9
2024 / 2025	1,695	90	85%	22.2
Average Population for the Above				
	1,652	90	85%	21.6

* "Utilization Rate" - The percentage of time that classrooms are used during a school day. The design standard for High School buildings in MA and US is 85%. Currently the Needham High School is operating at an unsustainable rate of over 93%.

Needham High School Projections

March 9, 2015

DRA Architects

Scenario 2 - Based on 2015 McKibben Projections

Teaching Stations

Previous MSBA Standard Minimum Classroom Size for 22 Students - 760 SF

Number of Classrooms / Teaching Stations Which Meet this Standard - 84

Number of Classrooms / Teaching Stations Required - 90

For This Option Assume That Only 89 Classrooms / Teaching Stations Provided

For This Option Assume That Utilization Rate Remains at 85% and Number of Students per Classroom Varies

Number of Spaces Repurposed to Serve as Teaching Stations that Must be Reclaimed for Programmatic Reasons - 3

Total New Classrooms / Teaching Stations Required - (89 - 84 + 3 = 8)

Physical Education Spaces

MSBA Current Standard for High School - 12,000 SF Gym plus PE Alternatives of 3,000 SF - Total 15,000 SF

Total of Existing Gyms and PE Alternative Spaces - 22,800 SF - (Exceeds the MSBA Standard)

PE Storage

Add 1 Space at 850 SF

Draft Population by School Yr.	Teaching Stations	Utilization Rate	Average No. of Students Per Classroom	
2015 / 2016	1,686	85%	22.3	
2016 / 2017	1,655	85%	21.9	
2017 / 2018	1,654	85%	21.9	
2018 / 2019	1,667	85%	22.0	
2019 / 2020	1,603	85%	21.2	
2020 / 2021	1,608	85%	21.3	
2021 / 2022	1,623	85%	21.5	
2022 / 2023	1,658	85%	21.9	
2023 / 2024	1,675	85%	22.1	
2024 / 2025	1,695	85%	22.4	
Average Population for the Above				
	1,652	89	85%	21.8

Needham High School Projections

March 9, 2015

DRA Architects

Scenario 3 - Based on 2015 McKibben Projections

Teaching Stations

Previous MSBA Standard Minimum Classroom Size for 22 Students - 760 SF

Number of Classrooms / Teaching Stations Which Meet this Standard - 84

Number of Classrooms / Teaching Stations Required - 90

For This Option Assume That Only 87 Classrooms / Teaching Stations Provided

For This Option Assume That Utilization Rate Remains at 85% and Number of Students per Classroom Varies

Number of Spaces Repurposed to Serve as Teaching Stations that Must be Reclaimed for Programmatic Reasons - 3

Total New Classrooms / Teaching Stations Required - (87 - 84 + 3 = 6)

Physical Education Spaces

MSBA Current Standard for High School - 12,000 SF Gym plus PE Alternatives of 3,000 SF - Total 15,000 SF

Total of Existing Gyms and PE Alternative Spaces - 22,800 SF - (Exceeds the MSBA Standard)

PE Storage

Add 1 Space at 850 SF

Draft Population by School Yr.	Teaching Stations	Utilization Rate	Average No. of Students Per Classroom	
2015 / 2016	1,686	87	85%	22.8
2016 / 2017	1,655	87	85%	22.4
2017 / 2018	1,654	87	85%	22.4
2018 / 2019	1,667	87	85%	22.5
2019 / 2020	1,603	87	85%	21.7
2020 / 2021	1,608	87	85%	21.7
2021 / 2022	1,623	87	85%	21.9
2022 / 2023	1,658	87	85%	22.4
2023 / 2024	1,675	87	85%	22.7
2024 / 2025	1,695	87	85%	22.9

Average Population for the Above

1,652	87	85%	22.3
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Needham High School Projections
 DRA Architects
 March 9, 2015

Scenario 4 - Based on 2015 McKibben Projections

Teaching Stations

Previous MSBA Standard Minimum Classroom Size for 22 Students - 760 SF

Number of Classrooms / Teaching Stations Which Meet this Standard - 84

Number of Classrooms / Teaching Stations Required - 90

For This Option Assume That Only 89 Classrooms / Teaching Stations Provided

For This Option Assume That No. of Students Per Classroom Fixed at 22 and Utilization Rate Varies

Number of Spaces Repurposed to Serve as Teaching Stations that Must be Reclaimed for Programmatic Reasons - 3

Total New Classrooms / Teaching Stations Required - (89 - 84 + 3 = 8)

Physical Education Spaces

MSBA Current Standard for High School - 12,000 SF Gym plus PE Alternatives of 3,000 SF - Total 15,000 SF

Total of Existing Gyms and PE Alternative Spaces - 22,800 SF - (Exceeds the MSBA Standard)

PE Storage

Add 1 Space at 850 SF

Draft Population by School Yr.	Teaching Stations	Utilization Rate	Average No. of Students Per Classroom
2015 / 2016	1,686	86%	22.0
2016 / 2017	1,655	85%	22.0
2017 / 2018	1,654	84%	22.0
2018 / 2019	1,667	85%	22.0
2019 / 2020	1,603	82%	22.0
2020 / 2021	1,608	82%	22.0
2021 / 2022	1,623	83%	22.0
2022 / 2023	1,658	85%	22.0
2023 / 2024	1,675	86%	22.0
2024 / 2025	1,695	87%	22.0
Average Population for the Above			
	1,652	84%	22.0

Needham High School Projections

March 9, 2015

DRA Architects

Scenario 5 - Based on 2015 McKibben Projections

Teaching Stations

Previous MSBA Standard Minimum Classroom Size for 22 Students - 760 SF

Number of Classrooms / Teaching Stations Which Meet this Standard - 84

Number of Classrooms / Teaching Stations Required - 90

For This Option Assume That Only 87 Classrooms / Teaching Stations Provided

For This Option Assume That No. of Students Per Classroom Fixed at 22 and Utilization Rate Varies

Number of Spaces Repurposed to Serve as Teaching Stations that Must be Reclaimed for Programmatic Reasons - 3

Total New Classrooms / Teaching Stations Required - (87 - 84 + 3 = 6)

Physical Education Spaces

MSBA Current Standard for High School - 12,000 SF Gym plus PE Alternatives of 3,000 SF - Total 15,000 SF

Total of Existing Gyms and PE Alternative Spaces - 22,800 SF - (Exceeds the MSBA Standard)

PE Storage

Add 1 Space at 850 SF

Draft Population by School Yr.	Teaching Stations	Utilization Rate	Average No. of Students Per Classroom	
2015 / 2016	1,686	87	88%	22.0
2016 / 2017	1,655	87	86%	22.0
2017 / 2018	1,654	87	86%	22.0
2018 / 2019	1,667	87	87%	22.0
2019 / 2020	1,603	87	84%	22.0
2020 / 2021	1,608	87	84%	22.0
2021 / 2022	1,623	87	85%	22.0
2022 / 2023	1,658	87	87%	22.0
2023 / 2024	1,675	87	88%	22.0
2024 / 2025	1,695	87	89%	22.0
Average Population for the Above				
	1,652	87	86%	22.0

NHS Room Usage Sy 2014-2015

Room #	Department	Room Type	1	2	3	4	5	6	7
901	FPA	Art Studio	■	■	■	■	■	■	■
903	FPA	Art Studio	■	■	■	■	■	■	■
907	FPA	Art Studio	■	■	■	■	■	■	■
909	FPA	Art Studio	■	■	■	■	■	■	■
807	FPA	Art Studio	■	■	■	■	■	■	■
701	Eng	General Classroom	■	■	■	■	■	■	■
702	Eng	General Classroom	■	■	■	■	■	■	■
715	Eng	General Classroom	■	■	■	■	■	■	■
717	Eng	General Classroom	■	■	■	■	■	■	■
719	Eng	General Classroom	■	■	■	■	■	■	■
720	Eng	General Classroom	■	■	■	■	■	■	■
721	Eng	General Classroom	■	■	■	■	■	■	■
722	Eng	General Classroom	■	■	■	■	■	■	■
723	Eng	General Classroom	■	■	■	■	■	■	■
724	Eng	General Classroom	■	■	■	■	■	■	■
726	Eng	General Classroom	■	■	■	■	■	■	■
730	Eng	General Classroom	■	■	■	■	■	■	■
732	Eng	General Classroom	■	■	■	■	■	■	■
109	Math	General Classroom	■	■	■	■	■	■	■
112	Math	General Classroom	■	■	■	■	■	■	■
201	Math	General Classroom	■	■	■	■	■	■	■
202	Math	General Classroom	■	■	■	■	■	■	■
203	Math	General Classroom	■	■	■	■	■	■	■
204	Math	General Classroom	■	■	■	■	■	■	■
206	Math	General Classroom	■	■	■	■	■	■	■
214	Math	General Classroom	■	■	■	■	■	■	■
216	Math	General Classroom	■	■	■	■	■	■	■
221	Math	General Classroom	■	■	■	■	■	■	■
212	Math	General Classroom	■	■	■	■	■	■	■
223	Math	General Classroom	■	■	■	■	■	■	■
706	PLC	General Classroom	■	■	■	■	■	■	■
401	SS	General Classroom	■	■	■	■	■	■	■
402	SS	General Classroom	■	■	■	■	■	■	■
404	SS	General Classroom	■	■	■	■	■	■	■
406	SS	General Classroom	■	■	■	■	■	■	■
421	SS	General Classroom	■	■	■	■	■	■	■
423	SS	General Classroom	■	■	■	■	■	■	■
424	SS	General Classroom	■	■	■	■	■	■	■
425	SS	General Classroom	■	■	■	■	■	■	■
426	SS	General Classroom	■	■	■	■	■	■	■
427	SS	General Classroom	■	■	■	■	■	■	■
428	SS	General Classroom	■	■	■	■	■	■	■
429	SS	General Classroom	■	■	■	■	■	■	■
414	WL	General Classroom	■	■	■	■	■	■	■
415	WL	General Classroom	■	■	■	■	■	■	■
417	WL	General Classroom	■	■	■	■	■	■	■
418	WL	General Classroom	■	■	■	■	■	■	■
419	WL	General Classroom	■	■	■	■	■	■	■
709	WL	General Classroom	■	■	■	■	■	■	■
711	WL	General Classroom	■	■	■	■	■	■	■
712	WL	General Classroom	■	■	■	■	■	■	■

Room in use
 Room available

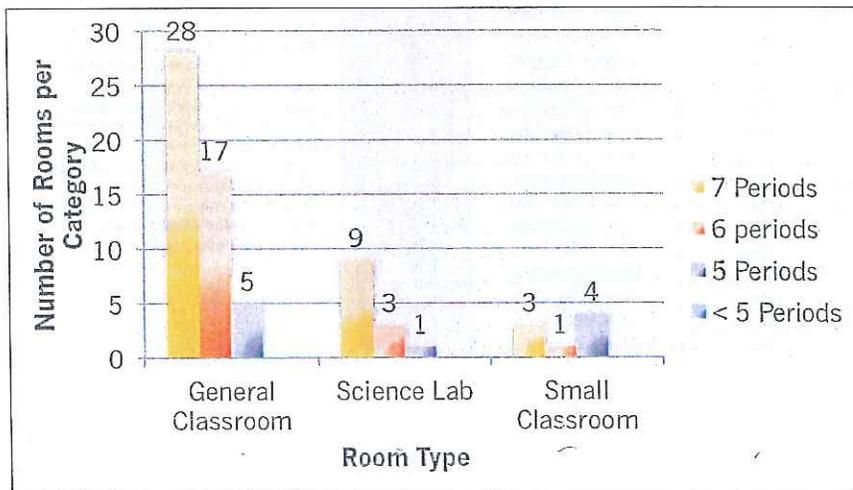
This chart displays Needham High School's Room usage for the 2014-2015 academic school year. This data was derived from the master schedule developed in August, 2014. Information presented in the chart is arranged by department, corresponding room numbers and classroom type. Red blocks indicate that the instructional space is in use during a particular period, while white blocks show that the instructional space is not being scheduled for instruction during that period. Needham High School runs a seven period schedule with five periods meeting each day.

In general, classrooms fall into specific categories: General Classroom, Small Classroom, Science Lab, Art Room, and Specialized Spaces. There are currently 50 general classrooms with a design capacity of 23 students. There are 8 small classrooms with a capacity of 8 students each. Small classrooms are generally reserved for special education instruction. The building contains 13 science labs and 5 art rooms, each with a capacity of 24 students. Needham High School includes 18 specialized spaces with a fluctuating capacity dependent design, purpose, and square footage of each space.

These data show that of the 50 general classrooms, 28 are in use each period of the school day, 17 general classrooms are in use for 6 of the 7 instructional blocks, and 5 general classrooms house learners 5 of the 7 teaching periods. Nine of our 13 Science labs are working during each period, and 3 science labs are in use 6 of the 7 periods. One science lab operates 5 of the 7 class times. Three of Needham High School's eight small classrooms are full each period. One small classroom is occupied 6 of the 7 periods, and 4 small classrooms are in use 5 of the 7 periods. Presently, Needham High School operates at a 93% utilization rate

NHS Room Usage Sy 2014-2015

Room #	Department	Room Type	1	2	3	4	5	6	7
713	WL	General Classroom							
714	WL	General Classroom							
716	WL	General Classroom							
416	WL	General Classroom							
110	Sci (Bio)	Science Lab							
213	Sci (Bio)	Science Lab							
215	Sci (Bio)	Science Lab							
217	Sci (Bio)	Science Lab							
219	Sci (Bio)	Science Lab							
207	Sci (Chem)	Science Lab							
208	Sci (Chem)	Science Lab							
209	Sci (Chem)	Science Lab							
210	Sci (Chem)	Science Lab							
102	Sci (Phys Lab)	Science Lab							
103	Sci (Phys Lab)	Science Lab							
104	Sci (Phys Lab)	Science Lab							
108	Sci (Phys Lab)	Science Lab							
205F	ELL	Small							
710	Spec Ed	Small							
808	Spec Ed	Small							
810	Spec Ed	Small							
902	Spec Ed	Small							
910	Spec Ed	Small							
411	Spec Ed	Small (2)							
708	Spec Ed	Small (2)							
613	PE/Wellness	Spec-A Gym							
Auditorium	FPA	Spec-Aud							
611	PE/Wellness	Spec-B Gym							
413	ALL	Spec-Comp Lab							
707	WL	Spec-Comp Lab							
106	Math	Spec-Comp Sci Lab							
802	Spec Ed	Spec-Connections							
409a	Media	Spec-Control Room							
601	FPA	Spec-Graphics Comp Lab							
605	FPA	Spec-Graphics Comp Lab							
728	Eng	Spec-Multi Purpose							
616	FPA	Spec-Music, Band							
612	FPA	Spec-Music, Chorus							
614	FPA	Spec-Music, Midi Lab							
809	FPA	Spec-Photo Comp Lab							
803	Spec Ed	Spec-STRIVE							
409	Media	Spec-Web Design Lab							
817	PE/Wellness	Spec-Yoga/Dance Studio							



This chart shows the number of rooms in use out of the seven scheduled periods per day. *per rotation*

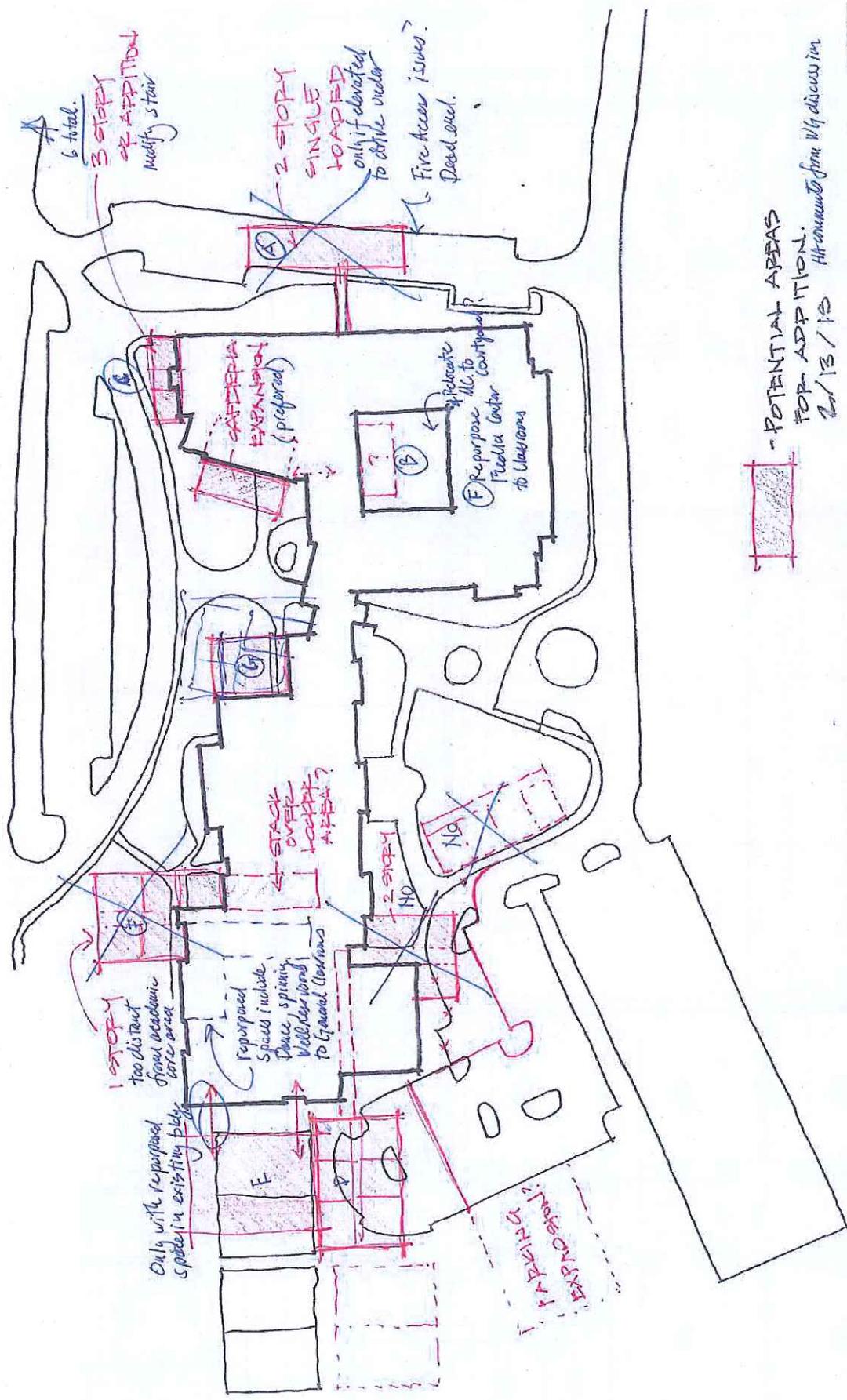
Cafeteria Occupancy

	1st Lunch	2nd Lunch	3rd Lunch
A	384	643	587
B	520	621	440
C	502	575	532
D	502	631	487
E	498	647	456
F	501	623	486
G	551	600	460

**CAFETERIA
OCCUPANCY
488**

NHS operated on a seven day, rotating schedule with three lunches meeting each day. The shaded areas indicate those lunches which are enrolled over the posted capacity.



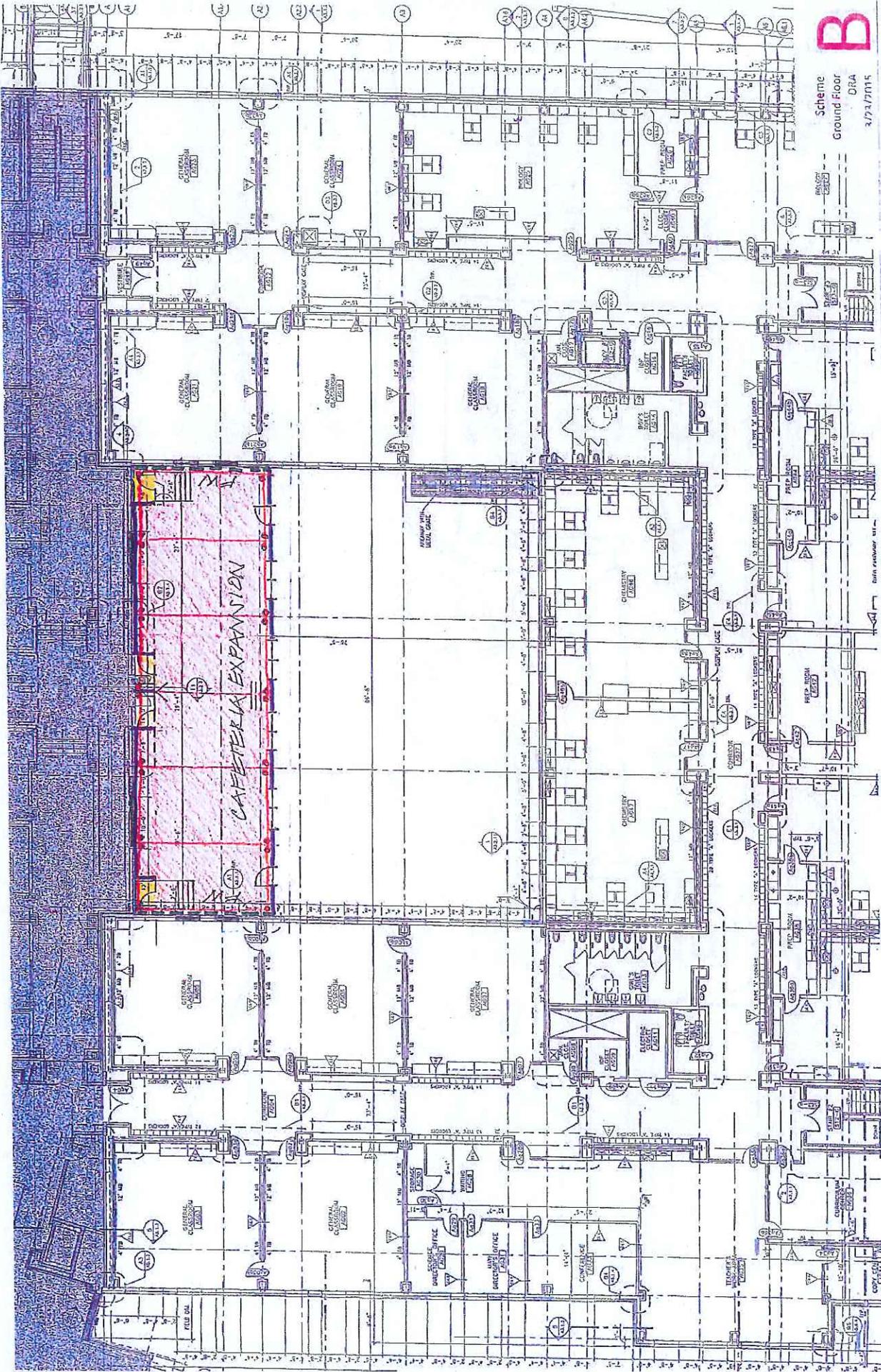


- POTENTIAL AREAS FOR ADDITION.

2/13/18 HHC memo to firm w/ discussion

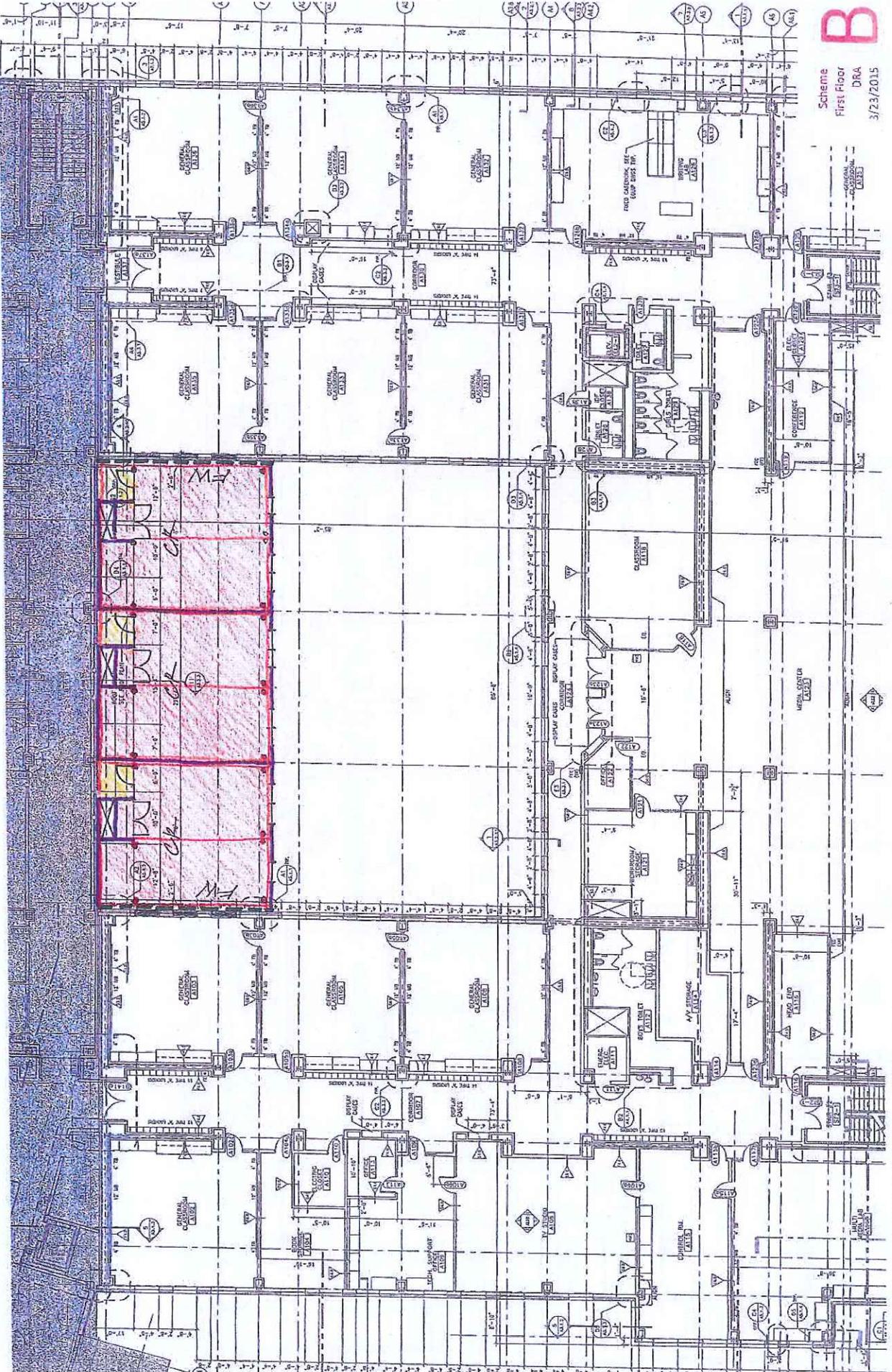
B

Scheme
Ground Floor
DRA
3/7/2015



B

Scheme
First Floor
DRA
3/23/2015

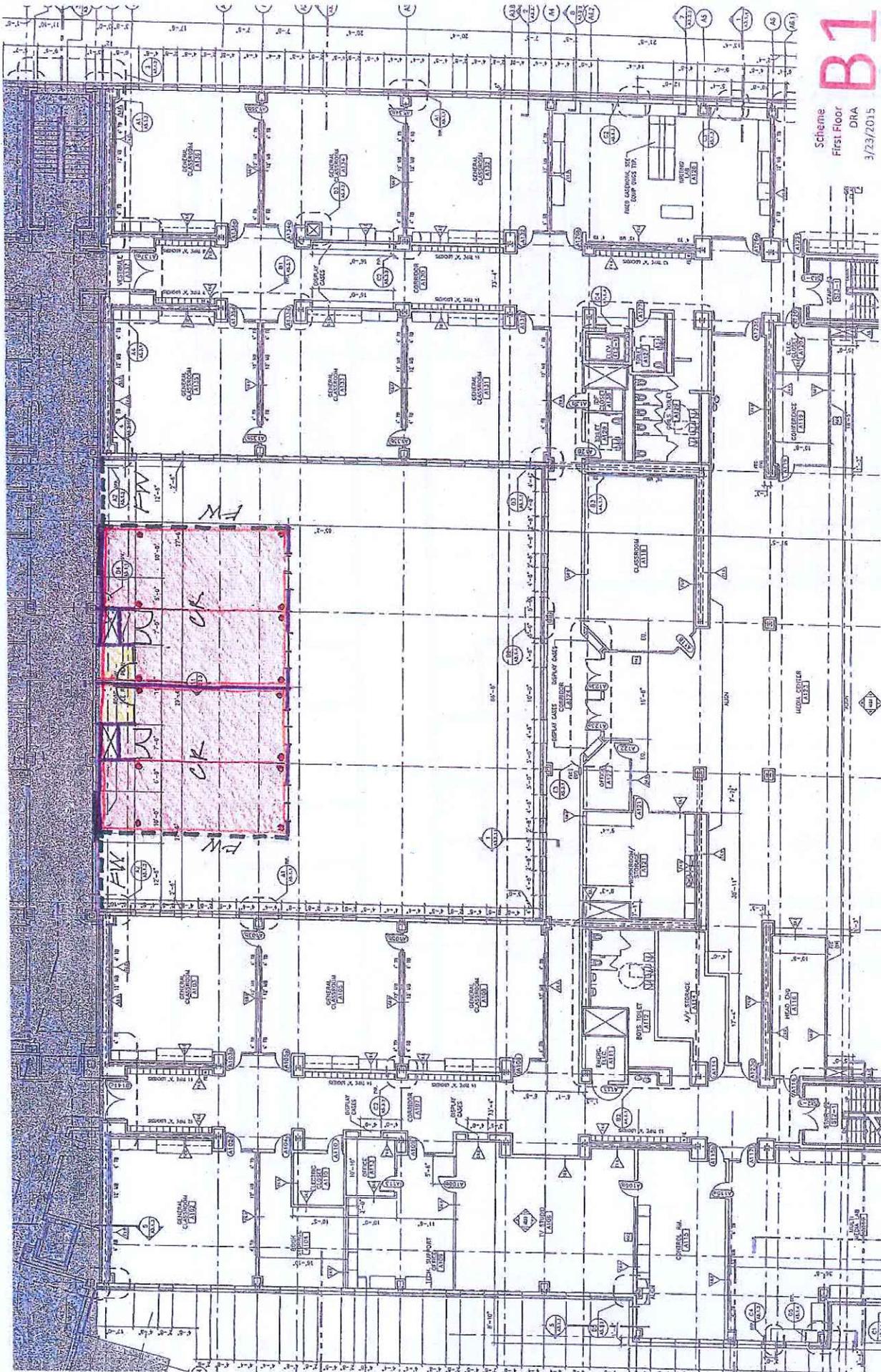


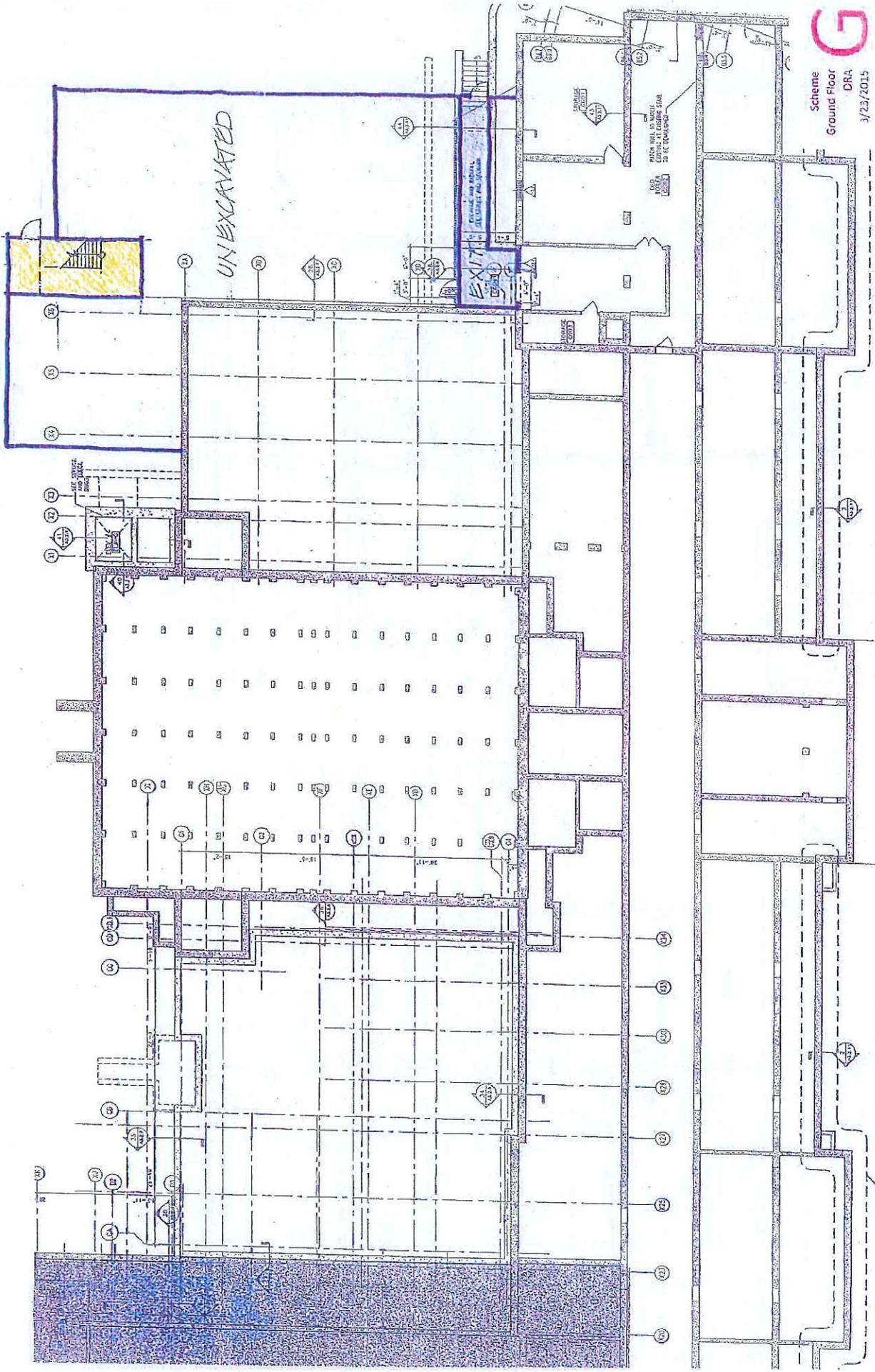
Scheme
Ground Floor
DRA
3/23/2015
B1



Scheme
First Floor
DRA
3/23/2015

B1





UN EXCAVATED

EXIT

G
Scheme
Ground Floor
DRA
3/23/2015

WORK WILL BE DONE
CONCERNING THE EXISTING STAIR
TO BE RELOCATED

EXISTING STAIRS
TO BE RELOCATED

SEE SHEET
AND INDEX
DRAWING

CORRIDOR

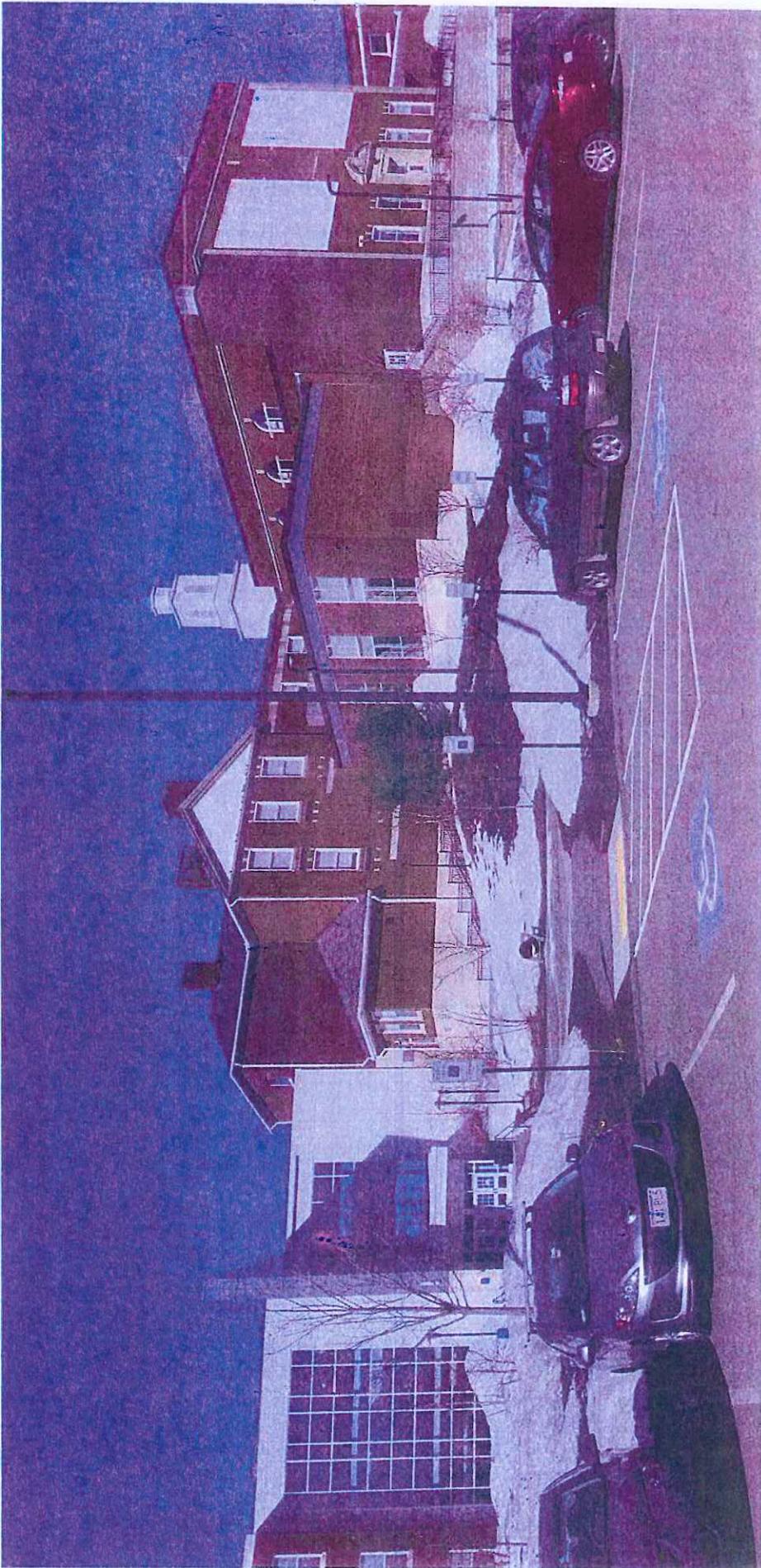
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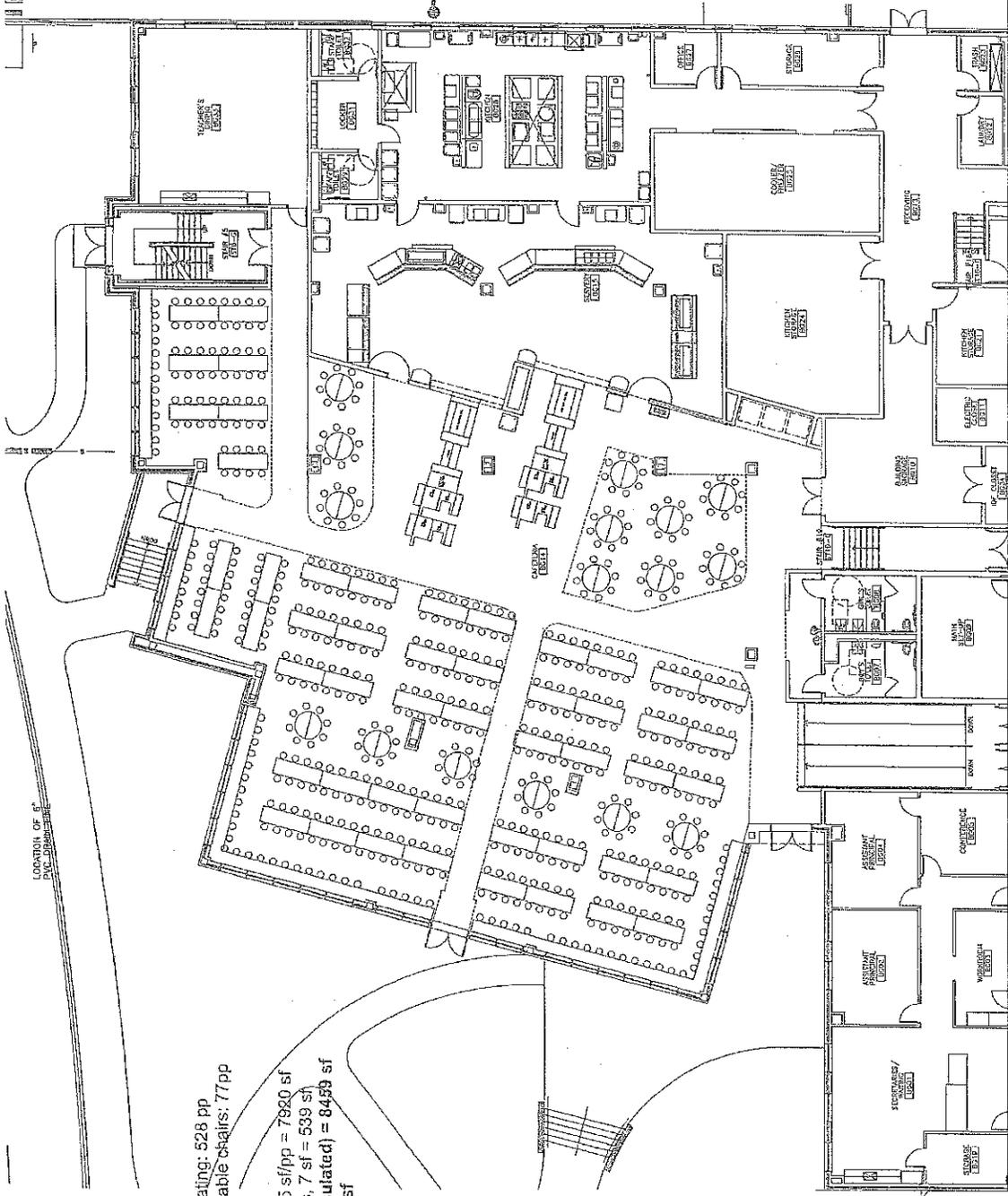


Needham High School Cafeteria

Expansion & Seating Study
 DRA Architects
 4/15/2014
 1/16" = 1'-0"

Option

C-2



SEATING COUNTS

existing: 475
 study: 605
 breakdown of study:
 tables with fixed seating: 528 pp
 counters with moveable chairs: 77 pp

BUILDING AREA

Fixed seating @ tables, 15 sf/pp = 7920 sf
 Loose seating @ counters, 7 sf = 539 sf
 Total required area (calculated) = 8459 sf
 Total study area = 8773 sf

LOCATION OF 5' PVC CURBLINE

Options Summary Costs - Preliminary

Option A	6 Classrooms	8 Classrooms	<ul style="list-style-type: none"> Classrooms on stilts over south loading dock
	\$4,549,784	\$5,745,486	
Option B	6 Classrooms	8 Classrooms	<ul style="list-style-type: none"> Classrooms in courtyard; cafe expansion in courtyard
	\$4,326,281	\$5,311,706	
Option B 1	6 Classrooms		<ul style="list-style-type: none"> Classrooms in courtyard; cafe expansion off cafe
	\$4,471,756		
Option E	6 Classrooms	8 Classrooms	<ul style="list-style-type: none"> Classrooms on north side adjacent gym
	\$5,668,619	\$6,915,238	
Option G	6 Classrooms	8 Classrooms	<ul style="list-style-type: none"> Classrooms adjacent Webster St. school entry
	\$5,060,269	\$6,184,556	

Needham High School Expansion Study
 DRA Architects
 March 9, 2015

Preliminary
Option A - Modular Classrooms Elevated Over Service Area on South End of Building - Cafeteria Expansion Adjacent to Existing Cafeteria

	Gross Area		Projected Cost		Notes
	6 Classrooms	8 Classrooms	6 Classrooms	8 Classrooms	
	SF	SF	\$	\$	
Modular Classrooms	5400	7200	\$1,620,000	\$2,160,000	Cost / SF \$300 Classroom Net Area 825 SF
Modular Storage Unit	900	900	\$202,500	\$202,500	Cost / SF \$225 Storage Unit Net Area 825 SF
Exterior Circulation Bridges	320	640	\$128,000	\$256,000	Cost / SF \$400
Cafeteria Expansion	NA	NA	\$830,000	\$830,000	Taken from Earlier Study
Renovation of Existing Spaces	480	960	\$96,000	\$192,000	Cost / SF \$200
Concrete Foundations	NA	NA	\$60,000	\$80,000	Lump Sum
Steel Sub Structure	NA	NA	\$135,000	\$180,000	Lump Sum
Interface with Exist Building	NA	NA	\$30,000	\$40,000	Lump Sum
Site Utilities and Improvements	NA	NA	\$180,000	\$230,000	Lump Sum Water, Sewer Gas, Elect and Communication
Contingency	NA	NA	\$492,225	\$625,575	Projected 15%
Soft Cost	NA	NA	\$566,059	\$719,411	Projected 15%
Classrm and Caf� Furniture	NA	NA	\$105,000	\$115,000	High School Average
Total			\$4,549,784	\$5,745,486	

Needham High School Expansion Study
 DRA Architects
 March 9, 2015

Preliminary
Option B - Modular Classrooms in Court - Modular Cafeteria Expansion in Court for 6 - Cafeteria Expansion Adjacent to Cafeteria for 8

	Gross Area		Projected Cost		Notes
	6 Classrooms	8 Classrooms	6 Classrooms	8 Classrooms	
	SF	SF	\$	\$	
Modular Classrooms	5400	7200	\$1,620,000	\$2,160,000	Cost / SF \$300 Classroom Net Area 825 SF
Modular Cafeteria Expansion	2200	NA	\$660,000	NA	Cost / SF \$300 SF from Earlier Study
Modular Storage Unit	900	900	\$202,500	\$202,500	Cost / SF \$225 Storage Unit Net Area 825 SF
Cafeteria Expansion	NA	NA	NA	\$830,000	Taken from Earlier Study
Concrete Foundations	NA	NA	\$200,000	\$200,000	Lump Sum
Interface with Exist Building	NA	NA	\$220,000	\$220,000	Lump Sum
Site Utilities and Improvements	NA	NA	\$210,000	\$230,000	Lump Sum Water, Sewer Gas, Elect and Communication
Contingency	NA	NA	\$466,875	\$576,375	Projected 15%
Soft Cost	NA	NA	\$536,906	\$662,831	Projected 15%
Classrm and Caf� Furniture	NA	NA	\$105,000	\$115,000	High School Average
Total			\$4,326,281	\$5,311,706	

Needham High School Expansion Study

DRA Architects

March 9, 2015

Preliminary

Option B 1 - Modular Classrooms in Court - Cafeteria Expansion Adjacent to Existing Cafeteria

	Gross Area 6 Classrooms SF	Projected Cost 6 Classrooms \$	Notes
Modular Classrooms	5400	\$1,620,000	Cost / SF \$300 Classroom Net Area 825 SF
Modular Storage Unit	900	\$202,500	Cost / SF \$225 Storage Unit Net Area 825 SF
Cafeteria Expansion	NA	\$830,000	Taken from Earlier Study
Concrete Foundations	NA	\$180,000	Lump Sum
Interface with Exist Building	NA	\$180,000	Lump Sum
Site Utilities and Improvements	NA	\$210,000	Lump Sum Water, Sewer Gas, Elect and Communication
Contingency	NA	\$483,375	Projected 15%
Soft Cost	NA	\$555,881	Projected 15%
Classrm and Caf� Furniture	NA	\$105,000	High School Average
Total		\$4,471,756	

Needham High School Expansion Study

DRA Architects

March 9, 2015

Preliminary

Option E - Modular Classrooms at North End of Building - Cafeteria Expansion Adjacent to Existing Cafeteria

	Gross Area		Projected Cost		Notes
	6 Classrooms	8 Classrooms	6 Classrooms	8 Classrooms	
	SF	SF	\$	\$	
Modular Classrooms	5400	7200	\$1,485,000	\$2,160,000	Cost / SF \$275 Classroom Net Area 825 SF
Modular Storage Unit	900	900	\$202,500	\$225,000	Cost / SF \$225 Storage Unit Net Area 825 SF
Internal Circulation/Stairs	3200	3400	\$960,000	\$1,020,000	Cost / SF \$300
Cafeteria Expansion	NA	NA	\$830,000	\$830,000	Taken from Earlier Study
Concrete Foundations	NA	NA	\$170,000	\$230,000	Lump Sum
Interface with Exist Building	NA	NA	\$120,000	\$160,000	Lump Sum
Tennis Courts	NA	NA	\$150,000	\$150,000	Lump Sum Demo 2 and Build 3
Site Utilities and Improvements	NA	NA	\$210,000	\$280,000	Lump Sum Water, Sewer Gas, Elect and Communication
Contingency	NA	NA	\$619,125	\$758,250	Projected 15%
Soft Cost	NA	NA	\$711,994	\$871,988	Projected 15%
Classrm and Café Furniture	NA	NA	\$105,000	\$115,000	High School Average
Total			\$5,668,619	\$6,915,238	

Needham High School Expansion Study
 DRA Architects
 March 9, 2015

Option G - *Preliminary* Modular Classrooms Near Webster Street Entry - Cafeteria Expansion Adjacent to Existing Cafeteria

	Gross Area		Projected Cost		Notes
	6 Classrooms	8 Classrooms	6 Classrooms	8 Classrooms	
	SF	SF	\$	\$	
Modular Classrooms	5400	7200	\$1,485,000	\$2,160,000	Cost / SF \$275 Classroom Net Area 825 SF
Modular Storage Unit	900	900	\$202,500	\$202,500	Cost / SF \$225 Storage Unit Net Area 825 SF
Internal Circulation/Stairs	1600	1800	\$480,000	\$540,000	Cost / SF \$300
Cafeteria Expansion	NA	NA	\$830,000	\$830,000	Taken from Earlier Study
Renovation of Existing Spaces	900	900	\$180,000	\$180,000	Cost / SF \$200
Concrete Foundations	NA	NA	\$210,000	\$230,000	Lump Sum
Interface with Exist Building	NA	NA	\$50,000	\$70,000	Lump Sum
Reconstruction of Exist Roofs	NA	NA	\$60,000	\$60,000	Lump Sum
Site Utilities and Improvements	NA	NA	\$170,000	\$230,000	Lump Sum Water, Sewer Gas, Elect and Communication
Contingency	NA	NA	\$550,125	\$675,375	Projected 15%
Soft Cost	NA	NA	\$632,644	\$776,681	Projected 15%
Classrm and Café Furniture	NA	NA	\$105,000	\$115,000	High School Average
Total			\$5,060,269	\$6,184,556	



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

MEETING DATE: 4/15/2015

Agenda Item	Local Initiative Program Housing Proposal – Second Avenue
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>The Town Manager will recommend that the Board approve a Memorandum of Understanding with Normandy Real Estate Partners (“A Street Residential, LLC”) and vote to support the development of housing on Second Avenue under the Local Initiative Program.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><i>Suggested Motion:</i> That the Board approve and authorize the Chairman to sign the memorandum of Understanding between the Town of Needham and A Street Residential, LLC, the letter of support for the project to DHCD, and the LIP Application.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>(Describe backup below)</p> <ul style="list-style-type: none"> a. Memorandum of Understanding Between the Town of Needham and A Street Residential, LLC b. Letter of support for the project c. LIP Application provided under separate cover 			

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE TOWN OF NEEDHAM
AND
A STREET RESIDENTIAL, LLC

This Memorandum of Understanding (“MOU”), executed upon the dates set forth below, is a binding agreement by and between the Town of Needham, acting by and through its Board of Selectmen, having a usual address of 1471 Highland Avenue, Needham, Massachusetts 02492 (“Needham” or the “Town”); and A Street Residential, LLC, a Delaware limited liability company (“Developer”).

WHEREAS, Developer has proposed a 390-unit apartment complex (the “Project”) to be located on a parcel of land measuring approximately 5.13 acres situated off of Second Avenue in Needham, as depicted on a certain plan prepared by Tetra Tech, One Grant Street, Framingham, MA 01701 and Elkus Manfredi, 25 Drydock Avenue, Boston, MA 02210, entitled “Comprehensive Permit Plans, 2nd Avenue Residences at Needham Crossing, A Street and Second Avenue, Needham, Massachusetts” and dated April 8, 2015 (the “Plan”);

WHEREAS, Developer proposes to develop the project under the Commonwealth’s affordable housing statute G.L. c. 40B, §§20-23 and more particularly through the Local Initiative Program (“LIP”) administered by the Commonwealth of Massachusetts Department of Housing and Community Development (“DHCD”);

WHEREAS, the Developer desires to pursue a proposed project known as “2nd Avenue Residences” not exceeding five stories and consisting of three hundred ninety (390) units of multi-family rental housing, of which twenty-five percent (25%) will be low- or moderate-income housing pursuant to G.L. c.40B Sections 20-23 (the “Project”);

WHEREAS, in order for Developer to be eligible for the LIP, the Town must affirmatively endorse the Project before it may be submitted to the Needham Zoning Board of Appeals under an application for a so-called “Comprehensive Permit” under c. 40B;

WHEREAS, the Town is willing to execute an LIP endorsement of the Project (including an unconditional endorsement of the Project in its comment letter to DHCD subsequent to the submittal of the LIP Application to DHCD) if the Applicant agrees to implement the terms and conditions of this MOU;

WHEREAS, Developer is amenable to implementing the terms and conditions hereof in exchange for the Town’s consideration of a LIP endorsement.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. By April 20, 2015, Developer will complete and present for the Town's review, a LIP Application for the Project as depicted in the Plan and as contemplated hereunder.
2. The Town will execute the LIP application, subject to any proposed revisions thereto that are reasonably acceptable to the parties, and include a letter or letters of community support, as required under LIP.
3. Upon submission of the LIP application to DHCD, Developer and the Town shall both comply with any reasonable requests for information by DHCD and shall work cooperatively to secure DHCD approval as soon as possible.
4. Within ninety (90) days of DHCD's approval of the LIP Application and issuance of a Project Eligibility Letter pursuant thereto, Developer will submit a complying comprehensive permit application to the Needham Zoning Board of Appeals (ZBA) and diligently pursue a hearing thereon. At least 25% of the housing units shall be affordable to low and moderate income households and protected by appropriate regulatory agreements and use restrictions, as required by the Local Initiative Program, in perpetuity or for the maximum period allowed by law, for as long as the property is used for multi-family housing.
5. Developer shall provide the ZBA with all reasonable required information, and shall adequately fund a peer review account for all reasonably required peer review, including but not limited to, peer review for traffic, parking, emergency access, legal counsel, utilities, stormwater management and other engineering issues.
6. Developer shall diligently pursue final approval by DHCD, upon (a) Developer's receipt of a comprehensive permit from the ZBA that is satisfactory to Developer in its sole discretion; (b) the issuance of any and all other discretionary permits, approvals and/or endorsements from the Town and any of its boards, committees, agencies and/or instrumentalities, including, without limitation, the Planning Board of the Town of Needham, if applicable (together with (a), above, collectively, the "Town Approvals"); and (c)(i) the expiration of any and all appeals periods related to each Town Approval without any appeal having been taken or (ii) in the event that an appeal of any Town Approval has occurred, the favorable resolution of each such appeal by a court or agency, as the case may be, of competent and final jurisdiction. Upon Developer's receipt of the DHCD final approval, Developer shall forthwith and diligently pursue construction such that a building permit is issued within twenty-four months from the date that the last outstanding appeal period and/or appeal with regard to a Town Approval has either expired or been resolved consistent with the requirements of clause (c) above, subject to delays beyond the reasonable control of Developer.
7. Nothing herein may be construed as limiting the authority of the Needham Zoning Board of Appeals in any ultimate hearing on an application for Comprehensive Permit filed by Developer. Included within said Board's authority is the authority to issue a denial or a conditional approval of the project.

8. a. In recognition of all of the potential impacts that the Project may have on the Town, including, but not limited to, public safety response and I/I removal requirements, the Developer has proposed to provide to the Town of Needham, and pursuant to this MOU agrees to provide to the Town of Needham, pursuant to the provisions of Section 53A of Chapter 44 of the Massachusetts General Laws, as amended, a gift to be kept in a separate gift account and expended to support the purposes described in this paragraph. The gift amount shall be \$2,250,000.00 (the "All-Inclusive Mitigation Fund") to be used to support: (i) acquisition by the Town of public safety radios, public safety special response vehicles, and renovations, improvements and/or additions by the Town to the Needham Fire Department Station No. 2; and (ii) all costs and expenses incurred by the Town to satisfy any and all I/I removal requirements or other requirements imposed by the Commonwealth of Massachusetts and the Town in connection with the Project, up to the removal of 258,708 gallons per day, which requirements the Town agrees to diligently undertake and be solely responsible for. Provided further, however, that if it is determined by the Massachusetts Department of Environmental Protection ("DEP") that the Project requires the removal of more than 258,708 gallons per day, the Developer shall make a one-time additional payment to the Town in an amount equal to \$6.00 per gallon above the 258,708 gallons described above. Said payments shall be made immediately upon the issuance by the Town of a building permit to construct the Project and the issuance of all other local permits required in connection with the construction of said Project. The Developer shall not be responsible for mitigating any other impacts or potential impacts of the Project on the Town. In the event that the Board of Appeals imposes on Developer pursuant to Section 6.8.1 of the zoning bylaws, any traffic improvement fees, the \$2,250,000.00 gift described above shall be reduced by that amount. The Town acknowledges that it believes that the utility infrastructure of the Town (including, but not limited to, water, sewer, and drain lines, capacity of the Town sewer pumping stations, roadways, etc.) is adequate to serve the Project.

b. The following costs shall not be included within the All-Inclusive Mitigation Fund:

- (i) Costs necessary to satisfy building code requirements, including but not limited to requirements for handicapped access, related to the Project;
- (ii) Costs necessary to satisfy legal requirements for on-site public safety related to the Project;
- (iii) Costs of constructing connections to public utilities or facilities needed to serve the Project (e.g., water, sewer, drainage, electric, cable);
- (iv) Costs of sidewalk improvements directly adjacent to the Project site to standards consistent with the Needham Crossing area;
- (v) Costs of stripping a crosswalk across Second Avenue, adjacent to or in close proximity to the Project site, to facilitate access to the Charles River/Cutler Park parkland, and modification of existing curbing, if any, at the crossing to provide handicap accessibility to and from the crosswalk;
- (vi) Costs of complying with conditions imposed by the Board of Appeals acting within the scope of its authority under M.G.L. c. 40B; and

(vi) Peer review costs, inspection costs, and permit fees as provided in Paragraph 9 below.

9. The Developer agrees to pay all review, inspection or other fees charged by Town permitting authorities or departments with jurisdiction over the Project. The Town acknowledges and agrees that, in light of the payments with respect to I/I removal described above, the Developer shall not be responsible for any fees or payments in connection with a sewer connection or extension permit from the Town of Needham, and/or the introduction of sewage flow from the Project to the public sewer system. If the Town's actual review, permitting, inspection or related costs exceed the amount of revenue received from fees paid by the Developer, the Developer agrees to reimburse the Town for all reasonable additional costs as documented by the Town. It is understood and agreed by the Developer that any such reimbursement shall be in addition to, and does not include (i) any other payments that the Developer is obligated to make pursuant to this MOU; (ii) documented costs of third-party consultants retained by the Town in connection with the LIP Project Eligibility process and preparation of this MOU; (iii) documented costs of third-party consultants retained by the Board of Selectmen or Board of Appeals in connection with peer review of the Developer's comprehensive permit application or third-party consultants retained by any other local board with jurisdiction over any application filed by the Developer in connection with the Project to peer review, Developer's and Developer's consultants submissions.
10. Audit The Developer agrees that the Town shall have a continuing right to audit or have a peer review of an audit of the Project, as the Town deems reasonably necessary, to insure compliance with profit limitation(s) imposed by applicable law or regulation or by the DHCD Local Initiative Program through its Regulatory Agreement. The cost of said audit shall be paid by the Developer.
11. Severability The Town and the Developer agree that, if the Developer does not construct the project or some other project of multi-family housing units on all or part of the site under a comprehensive permit issued under the authority of M.G.L.A., Ch. 40B, the provisions of this MOU shall be null and void except for such obligations which expressly survive the expiration or termination of this MOU. In the event that any provision of this MOU shall be determined to be invalid or illegal by a court of competent jurisdiction, such provision shall not affect the enforceability of the remainder of this MOU, and shall be deemed to be omitted from this MOU, and the remainder of this MOU shall continue in full force and effect.
12. Subsidized Housing Inventory. The Developer, with the support of the Town, will exercise due diligence to secure a written agreement from DHCD to extend the period under 760 CMR. 31.04(a) for issuing a building permit or building permits for units approved by the Board of Appeals from one year to three years. This is to reflect the anticipated schedule for obtaining all permits and approvals in addition to the comprehensive permit, and the Developer's construction schedule, and to protect the Town from additional comprehensive permit applications that might be submitted if units in the Project were removed from the Chapter 40B Subsidized Housing Inventory

pending issuance of building permits.

13. Local Preference. The Developer agrees, to the extent allowed by law, to set aside up to 70% of the affordable units as local preference units, i.e., units offered first to Needham residents or persons with a connection to the Town, in accordance with a local preference policy determined by the Board of Selectmen if said policy is approved by DHCD. The Town will provide reasonable assistance to the Developer in designing an affirmative marketing plan for the development. The Town may delegate oversight of the affirmative marketing plan and local preference selection procedures to the Needham Housing Authority or another organization deemed appropriate by the Board of Selectmen to represent the Town's interests. All costs associated with implementing the affirmative marketing plan and local preference procedures shall be paid by the Developer.
14. Board of Appeals Jurisdiction. Notwithstanding the Board of Selectmen's support and endorsement of the subject proposal, neither this Development Agreement, nor the Board's support and endorsement as reflected in its letter to the Department of Housing and Community Development, shall be deemed to limit the legal authority of the Board of Appeals of the Town of Needham with respect to that Board's jurisdiction over a comprehensive permit pursuant to G.L. c. 40B, s. 20-23.
15. Miscellaneous
 - a. This MOU is binding upon and shall inure to the benefit of the parties hereto, their respective agents, representatives, officers, directors, divisions subsidiaries, affiliates, assigns, heirs, successors in interest, and shareholders.
 - b. This MOU may be executed in counterparts, and when each party has signed and delivered at least one such counterpart, each counterpart shall be deemed an original, and, when taken together with other signed counterparts, shall constitute one agreement, which shall be binding upon and effective as to all parties.
 - c. This MOU shall bind and inure to the benefit of and be enforceable by the Developer and the Town and their respective successors and assigns and shall run with the land. A notice thereof shall be executed by the Developer and the Town and recorded with the Norfolk Registry of Deeds upon issuance by DHCD of a Project Eligibility (Site Approval) letter for the Project in accordance with 760 CMR 45.05.
 - d. The Developer and any successor(s) in title shall notify the Town, in writing, no less than thirty (30) days prior to the transfer of all or a portion of the subject property. Said written notice shall be provided to both the Board of Selectmen and Town Manager.
 - e. The Town reserves the right to withdraw its endorsement of the LIP Project Eligibility application if the Developer does not comply with this MOU, which shall be incorporated by reference in the LIP Project Eligibility application.

- f. This document is intended to be the final agreement between the parties and cannot be amended except by a writing signed by all the parties hereto.
- g. This MOU may only be amended by a written instrument executed by all of the parties hereto.

16. Effective Date. This Development Agreement shall be effective as of the date it shall be executed by both the Developer and the Town.

IN WITNESS WHEREOF, the undersigned have caused this MOU to be executed on the date(s) set forth below.

TOWN OF NEEDHAM

A Street Residential, LLC

By: _____

By: _____

Dated: _____

Dated: _____



TOWN OF NEEDHAM

TOWN HALL
1471 Highland Avenue
Needham, MA 02492-2669

Office of the
BOARD OF SELECTMEN

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

April 15, 2015

Ms. Toni Coyne Hall, Director
Local Initiative Program
Department of Housing and Community Development
100 Cambridge St., Suite 300
Boston, MA 02114

Dear Ms. Hall:

On behalf of the Board of Selectmen, I am pleased to convey our support for the Local Initiative Program (LIP) Project Eligibility Application submitted by A Street Residential, LLC a 390-unit rental development planned for Second Avenue in Needham. The proposed project includes 98 units that will be affordable to low- or moderate-income households as defined in 760 CMR 45.02.

The site is located on Second Avenue in Needham, in the business center known as Needham Crossing, adjacent to the 350-unit Charles River Landing property and across from the Charles River. Normandy Real Estate Partners/A Street Residential, LLC has worked for several months to prepare this LIP application, meeting with the Board of Selectmen and other local officials in order to address the concerns of stakeholders.

The Second Avenue residences will provide the following types of public benefits:

1. An increase in high-quality affordable housing for low- or moderate-income households;
2. The location of higher-density residential development in a setting identified by the Town as appropriate and served by existing infrastructure;
3. Attainment of the goal of 10% of housing units to be contained on the Subsidized Housing Inventory;
4. Enhanced public access to the Charles River;

5. The provision of housing that supports the shared economic development objectives of the Town and developer; and
6. Sustainable growth in tax and other revenue to the Town.

Toward these ends, the Town and developer have entered into a development agreement for the project. The development agreement is an integral component of the project and it is attached for your information.

If you have any questions or need additional information please contact Kate Fitzpatrick, Town Manager at 781-455-7500 extension 0.

Sincerely,

Maurice Handel, Chairman
Board of Selectmen
Town of Needham

cc: Board of Selectmen
Kate Fitzpatrick, Town Manager
Lee Newman, Director of Planning & Community Development



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

MEETING DATE: 4/15/2015

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>The Board will review articles contained in the Annual and Special Town Meeting Warrants.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><i>Suggested Motion:</i> That the Board vote to support (not to support) article _____ in the Annual Town Meeting Warrant.</p> <p>That the Board vote to support (not to support) article _____ in the Special Town Meeting Warrant.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>a. Status of Articles (4.10.15) b. Draft Special Town Meeting Warrant 4.10.15</p>			

2015 Annual Town Meeting Status of Articles

4/10/2015

Article	Title	Status	BOS Rec.	FC Rec.	BOS Member	FC Member	Other Board
3	Establish Elected Officials' Salaries						
4	Fund Collective Bargaining Agreement – BCTIA						
5	Fund Collective Bargaining Agreement – Police Union						
6	Fund Collective Bargaining Agreement – Police Superior Officers						
7	Accept Chapter 73, Section 4 Of The Acts of 1986			Adopt			
8	Appropriate for Needham Property Tax Assistance Program			Adopt			
9	Appropriate for Senior Corps			Adopt			
10	Appropriate for Memorial Park Landscape Improvements			Adopt			
11	Appropriate for At-Grade Crossing Feasibility Study			Adopt			
12	Appropriate the Sidewalk Needs Assessment			Adopt			
13	Appropriate for Public Facilities Maintenance Program			Adopt			
14	Appropriate for DPW/PSAB Location Feasibility Study			Adopt			
15	Appropriate for RTS Roll-Off Replacement Program			Adopt			
16	Appropriate the FY2016 Operating Budget			Adopt			
17	Appropriate the FY2016 RTS Enterprise Fund Budget			Adopt			
18	Appropriate the FY2016 Sewer Enterprise Fund Budget			Adopt			
19	Appropriate the FY2016 Water Enterprise Fund Budget			Adopt			
20	Continue Departmental Revolving Funds			Adopt			
21	Authorization To Expend State Funds for Public Ways			Adopt			
22	Amend Zoning By-Law - Registered Marijuana Dispensaries						
23	Amend Zoning By-Law - Definition of Half-Story						
24	Amend Zoning By-Law - Definition of Half-Story and Dimensional Requirements for the Chestnut Street Business District						
25	Amend Zoning By-Law - Allowing More Than One Municipal Building and/or Use On A Lot						
26	Amend Zoning By-Law - Description of Flood Plain District						
27	Amend Zoning By-Law - Map Change to Flood Plain Overlay District						
28	Accept Provisions of M G L. – Increase in Retiree COLA Base			Adopt			
29	Home Rule Petition/Amend Town of Needham Charter Part 3, Town Officers, Section 18, Moderator			No Position			
30	Appropriate for Rosemary Pool						
31	Appropriate for Newman Athletic Fields						
32	Appropriate for Eastman Conservation						
33	Appropriate for Mills Field						
34	Appropriate for Ridge Hill/Student Conservation Association						
35	Appropriate for Boat Launch						

36	Appropriate for Rail Trail					
37	Appropriate to Community Preservation Fund					
38	Home Rule Petition/Construct Additions to High School Under GL CH 149A					
39	Appropriate for High School Expansion					
40	Rescind Debt Authorizations				Adopt	
41	Appropriate for General Fund Cash Capital				Adopt	
42	Appropriate for Public Works Infrastructure Program				Adopt	
43	Appropriate for Central Avenue/Elliott Street Bridge Construction				Adopt	
44	Appropriate For Sewer Enterprise Fund Cash Capital				Adopt	
45	Appropriate for Sewer Pump Station Improvements				Adopt	
46	Appropriate for Water Enterprise Fund Cash Capital				Adopt	
47	Appropriate for Water System Rehabilitation Program				Adopt	
48	Appropriate to the OPEB Trust Fund				Adopt	
49	Appropriate to Athletic Facility Improvement Fund				Adopt	
50	Omnibus					

4/10/2015					
2015 SPECIAL TOWN MEETING STATUS OF ARTICLES					
Article	Title	Status	BOS Rec.	FC Rec.	BOS Member
1	APPROPRIATE FOR PLANNING CONSULTING ASSISTANCE				
2	AMEND THE FY2015 OPERATING BUDGET				
3	RESCIND DEBT AUTHORIZATIONS				
4	APPROPRIATE FOR OIL TANK REMOVAL				
5	APPROPRIATE TO CAPITAL IMPROVEMENT FUND				
6	APPROPRIATE TO CAPITAL FACILITY FUND				

TOWN OF NEEDHAM



2015 ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 14, 2015

Business meeting: Monday, May 4, 2015

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

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

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**WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 14, 2015
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

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

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

Precinct A	-	The Center at the Heights
Precinct B	-	The Center at the Heights
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Broadmeadow School - Performance Center
Precinct F	-	Needham High School - Gymnasium
Precinct G	-	Needham High School - Gymnasium
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE FOURTEENTH DAY OF APRIL, 2015

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials - veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials - non-veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials - non-veteran) for One Year;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
Two Members of Park and Recreation Commission for Three Years;

Eight Town Meeting Members from Precinct A for Three Years;

Eight Town Meeting Members from Precinct B for Three Years;

Eight Town Meeting Members from Precinct C for Three Years;
 Eight Town Meeting Members from Precinct D for Three Years;
 Eight Town Meeting Members from Precinct E for Three Years;
 One Town Meeting Member from Precinct E for One Year
 Eight Town Meeting Members from Precinct F for Three Years;
 Eight Town Meeting Members from Precinct G for Three Years;
 Eight Town Meeting Members from Precinct H for Three Years;
 Eight Town Meeting Members from Precinct I for Three Years
 One Town Meeting Member from Precinct I for One Year;
 Eight Town Meeting Members from Precinct J for Three Years.

Warrant for the Annual Town Meeting

Monday, May 4, 2015 at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

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

HUMAN RESOURCE ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2015, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$73,310
Town Clerk with 6 years of service in that position	\$90,623 (1)
Selectmen, Chairman	\$1,800
Selectman, Others	\$1,500

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$6,344, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed \$50,312. The annual salary of \$90,623 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$9,324. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$13,054; or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM BUILDING CUSTODIAN AND TRADESMAN INDEPENDENT ASSOCIATION (BCTIA)

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Building Custodian and Tradesman Independent Association (BCTIA), and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

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

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

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

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

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

FINANCE ARTICLES

ARTICLE 7: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2016, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 100% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid in the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2015, the cumulative increase above the statutory limit was 100%.

ARTICLE 8: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$27,500 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the

Town Manager, and to meet this appropriation that \$27,500 be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The Board of Selectmen voted to recommend a higher amount in fiscal year 2016 given the impact on lower income homeowners of the recent property revaluation and override. The voluntary fund received \$10,976 in fiscal year 2014.

ARTICLE 9: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Senior Corps is a program whereby qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid up to \$1,000 per year, which is applied to their property tax bills.

ARTICLE 10: APPROPRIATE FOR MEMORIAL PARK LANDSCAPE IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$20,000 for the purpose of funding Memorial Park landscape improvements, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$20,000 be transferred from Article 32 of the 2010 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would fund improvements to the Memorial Park Garden at the intersection of Highland Avenue and Rosemary Street. The funding would support the removal of most of the existing plant material that has become unsightly, and the planting of low maintenance and low water use plant varieties.

ARTICLE 11: APPROPRIATE FOR AT-GRADE CROSSING FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$35,000 for the purpose of funding an at-grade crossing feasibility study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$35,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Renewed interest in evaluating options to the commuter train horn, and planned infrastructure investment at the Town's at-grade crossings in the coming years were the basis for the feasibility study. The analysis will include alternatives to train horns at the Town's at-grade crossings and will consider the impact of any changes on pedestrian and motorist safety.

ARTICLE 12: APPROPRIATE FOR SIDEWALK NEEDS ASSESSMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for the purpose of funding a Sidewalk Needs Assessment, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$100,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of the assessment is to evaluate the Town's sidewalk network to determine the condition of existing sidewalks, where sidewalks should be installed (numerous requests to improve pedestrian safety are received each year), and where there may be opportunities to remove sidewalks. The assessment will include a plan to maintain the same or reduce the linear footage of sidewalks throughout the Town.

ARTICLE 13: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$570,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$570,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Public Facilities Maintenance Program has been removed from the cash capital article given that the program supports maintenance activities, and many of the projects do not meet the definition of capital expenditure. The program includes annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and necessary upgrades. Unless circumstances require otherwise,

the FY2016 program will fund duct cleaning at the Pollard School, Fire Station #2, and Broadmeadow School; xeriscape gardening at the High School; wood floor refinishing in various school buildings; asbestos abatement at the Pollard School; flooring replacement at the Pollard School; renovation of two restrooms at the Pollard School; repairs to the auditorium at the Pollard School, and replacement of lockers at the Pollard School.

**ARTICLE 14: **APPROPRIATE FOR DPW/PUBLIC SERVICES ADMINISTRATION
BUILDING LOCATION FEASIBILITY STUDY****

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$40,000 for the purpose of funding a DPW/Public Services Administration Building Location Feasibility Study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$5,168 be transferred from Article 38 of the 2004 Annual Town Meeting; \$6,347 be transferred from Article 32 of the 2008 Annual Town Meeting; \$5,595 be transferred from Article 5 of the 2011 May Special Town Meeting; \$5,000 be transferred from Article 36 of the 2011 Annual Town Meeting; and \$17,890 be transferred from Article 30 of the 2012 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Facility Working Group examined the 470/500 Dedham Avenue location for the establishment of a modern and comprehensive Public Works facility, consisting of administrative offices, garage maintenance bays, employee facilities, shops, wash bays, appropriate vehicle storage, and related support systems. The working group concluded that the Dedham Avenue site is not adequate to support the entire facility with or without the location of a school at the DeFazio Field Complex. The recommended option in the Facility Master Plan is for the relocation of operations and administration to Parcel 74 on Greendale Avenue at an estimated cost of \$45,000,000. The purpose of this study is to further evaluate and identify alternatives to relocating the full program to Greendale Avenue. The evaluation will include opportunities for phasing the project, alternatives to co-location of all facilities, and the implication of phasing and scattered site options on Public Works, other departments located at 500 Dedham Avenue, a potential school, and DeFazio Park.

ARTICLE 15: **APPROPRIATE FOR RTS ROLL-OFF REPLACEMENT PROGRAM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$48,000 for the purpose of funding the RTS Roll-Off Replacement Program, to be spent under the direction of the Town Manager, and to meet this appropriation that \$13,198 be transferred from Article 45 of the 2003 Annual Town Meeting, \$19,997 be transferred from Article 68 of the 2006 Annual Town Meeting, \$14,805 be transferred from Article 37 of the 2010 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: A roll-off replacement program was established in the RTS operating budget in FY2015 to ensure appropriate replacement of the containers in future years. This additional funding will support the acquisition of six containers to replace the most severely deficient containers at the site.

ARTICLE 16: APPROPRIATE THE FY2016 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$65,000, from Free Cash in the amount of \$1,941,264, from the overlay surplus in the amount of \$500,000, from amounts reserved for debt exclusion offsets in the amount of \$99,550, and \$464,438 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as Shown on Pages 17 - 21

ARTICLE 17: APPROPRIATE THE FY2016 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments	
		Expended	FTE	Current Budget	FTE	Recommended	FTE		
101A	Salary & Wages	\$602,290	9.0	\$731,026	10.0	\$739,993	10.0		
101B	Expenses	\$1,157,133		\$1,225,721		\$1,153,651			
101C	Operating Capital	\$60,000		\$81,000		\$86,000			
101D	Debt Service	\$149,147		\$150,000		\$150,000			
102	Reserve Fund	Transfers Only		\$25,000		\$25,000			
TOTAL		\$1,968,570	9.0	\$2,212,747	10.0	\$2,154,644	10.0		
FY2016 Budget Percentage Change from FY2015 Budget								-2.6%	

and to meet this appropriation that \$1,420,000 be raised from the tax levy and transferred to the RTS Enterprise Fund, and \$110,000 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town of Needham provides residents with recycling and waste disposal services at the Town's Recycling Center and Transfer Station (RTS). The RTS is a residential drop-off facility with a pay-per-throw program. To use the RTS, residents must obtain a special sticker which is

affixed to the windshield of the vehicle transporting recycling and/or trash into the RTS. Residents may purchase special bags for their non-recyclable trash disposal or may haul trash into the center and have it weighed before disposing, paying a fee. These fees combined cover some of the costs of operating the RTS. The RTS is one of the most utilized facilities within the Town - approximately 75% of Needham residents directly utilize the facility. The majority of the remaining 25% of Needham residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for many Town departments along with material processing and snow dump services for the Department of Public Works. The RTS also provides a variety of other specialty recycling options for residents such as books, clothing, and many others.

FY2015 was the first year of the new funding model for the Recycling and Transfer Station Enterprise, which now includes a higher contribution from the General Fund to offset the loss of revenue collected through the annual sticker fee that was paid by residents. This payment, along with pay-per-throw bags and other rubbish disposal fees and miscellaneous revenue, provides the funds to support and operate the center. The General Fund contribution for FY2016 is the same as FY2015, \$1,420,000. The contribution was held flat through the use of retained earnings, and an expected rental payment for the land on which a new solar array will be constructed in the coming year. Direct financing of the facility through the tax levy expands access to the facility, and recognizes the "public good" aspect of many of the recycling, yard waste, and waste ban item disposal services.

The recommended operating budget for FY2016 is \$2,154,644 or \$58,103 (2.6%) less than the FY2015 budget. The change is primarily attributable to a new and favorable solid waste disposal contract with Wheelabrator Technologies Inc. The company has an incinerator located in Millbury, Massachusetts where the Town has been transporting its solid waste for many years. FY2016 shows an increase of \$8,967 in salary and wages (1.2%), a decrease of \$72,070 in non-personnel related costs (5.9% lower), an increase of \$5,000 in operating capital, or 6.2% more than the current year, and no change in the debt service and reserve fund lines.

The change in salary and wages line reflects the collective bargaining agreement for FY2016 with the DPW union. The RTS has ten full-time employees, of which eight are members of the NIPEA union. The decrease in the expense line results from the new contract for the disposal of municipal solid waste, a decrease in the amount for vehicular supplies and fuel, a reduction in the cost of testing services, and the elimination of annual residential sticker renewal supplies. The decrease in solid waste disposal costs for FY2016 from FY2015 is \$69,939, but when compared to what the rate would have been for the Town in FY2016 under the previous contract, the new contract actually saves the Town approximately \$120,000. Noteworthy increases within the expense budget for FY2016 include a \$10,000 increase for the purchase of pay-per-throw bags which are then distributed for sale through various retailers in Town. The increase is based on greater number of tons of trash that is expected to be brought into the RTS now that there is no annual fee to be paid by residents; however the uptick in volume of trash should also generate an increase in revenue from the sale of bags. Another increase for FY2016 is approximately \$7,000 for the disposal of electronic items that are brought to the center by residents. Those changes, combined with various other adjustments to expenses, result in an overall reduction of \$72,070 for the expense line. The operating capital increase of \$5,000 is to cover the cost of purchasing one open top trailer and two roll-off containers; these are part of an annual replacement schedule. A separate article for the replacement of six additional roll-off containers is also included in this warrant under Article 15 in an effort to get the overall replacement cycle back on schedule.

Debt service is level funded at \$150,000, and supports the debt capacity requirements to continue the current RTS operations. The reserve fund is level dollar as well for FY2016. The RTS reimburses the General Fund for costs incurred and paid by the general fund budgets, e.g., employee benefits, property

and casualty insurance, financial and billing expenses, and other administrative and operational support costs.

ARTICLE 18: APPROPRIATE THE FY2016 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments	
		Expended	FTE	Current Budget	FTE	Recommended	FTE		
201A	Salary & Wages	\$902,486	12.0	\$962,166	12.0	\$987,170	12.0		
201B	Expenses	\$355,518		\$352,958		\$402,011			
201C	Capital Outlay	\$24,799		\$25,000		\$50,000			
201D	MWRA Assessment	\$5,423,810		\$5,466,144		\$5,462,757			
201E	Debt Service	\$1,390,516		\$1,500,000		\$1,500,000			
202	Reserve Fund	Transfers Only		\$35,000		\$35,000			
TOTAL		\$8,097,129	12.0	\$8,341,268	12.0	\$8,436,938	12.0		
FY2016 Budget Percentage Change from FY2015 Budget								1.1%	

and to meet this appropriation that \$494,488 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and \$703,449 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
 FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly strict discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

The operating budget of \$8,436,938 for FY2016 is \$95,670 more than the current FY2015 budget, an increase of 1.1%. As previously mentioned, the Sewer Enterprise Fund budget includes the costs of the

drains program because the daily work is performed by Enterprise Fund staff and operationally it is more effective to budget and monitor this work through the Sewer Enterprise Fund budget. However, costs not associated with Sewer operations are funded by taxation and not by Sewer use fees. The table below provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year.

Budget Line	FY2016 Sewer Operations	FY2016 Drains Program	FY2016 Recommended Budget	FY2015 Sewer Operations	FY2015 Drains Program	Current FY2015 Sewer Budget
Salary & Wages	\$634,673	\$352,497	\$987,170	\$625,281	\$336,885	\$962,166
Expenses	\$260,020	\$141,991	\$402,011	\$226,413	\$126,545	\$352,958
Capital Outlay	\$50,000	\$0	\$50,000	\$25,000	\$0	\$25,000
MWRA Assessment	\$5,462,757	\$0	\$5,462,757	\$5,466,144	\$0	\$5,466,144
Debt Service	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$0	\$1,500,000
Reserve Fund	\$35,000	\$0	\$35,000	\$35,000	\$0	\$35,000
Total	\$7,942,450	\$494,488	\$8,436,938	\$7,877,838	\$463,430	\$8,341,268
	FY2016 Sewer Operations \$ Change	FY2016 Drains Operations \$ Change	FY2016 Sewer Enterprise \$ Change	FY2016 Sewer Operations % Change	FY2016 Drains Operations % Change	FY2016 Sewer Enterprise % Change
Salary & Wages	\$9,392	\$15,612	\$25,004	1.5%	4.6%	2.6%
Expenses	\$33,607	\$15,446	\$49,053	14.8%	12.2%	13.9%
Capital Outlay	\$25,000	\$0	\$25,000	100.0%		100.0%
MWRA Assessment	-\$3,387	\$0	-\$3,387	-0.1%		-0.1%
Debt Service	\$0	\$0	\$0	0.0%		0.0%
Reserve Fund	\$0	\$0	\$0	0.0%		0.0%
Total	\$64,612	\$31,058	\$95,670	0.8%	6.7%	1.1%

The FY2016 Sewer operations portion of the budget is \$64,612 higher, an increase of 0.8% over the current year. The preliminary MWRA assessment for FY2016 is \$3,387 less than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor. The FY2016 drains operations portion of the budget is \$31,058 (6.7%) more than the current year.

The salary and wages line is \$987,170 for FY2016, which is an increase of \$25,004 or 2.6%. The Sewer Division has 12 full-time employees of which 11 are members of the NIPEA union. The Town and the DPW union have a collective bargaining agreement in place for FY2016. There is no increase in the number of funded positions.

The increases in expense and operating capital lines are due to inflationary, regulatory, and monitoring efforts. The expense line is \$402,011 which is \$49,053 or 13.9% more than the current year. The increase is primarily attributable to higher energy costs, catch basin cleaning and sweeping services and disposal, repairs to drains, and for services related to sewer flow meters. A department request for a \$25,000 increase to fund contracted services to inspect, test and calibrate the Town's 12 sewer flow meters (ten permanent and two portable) has been included in the FY2016 recommended budget. The sewer flow meters are used to detect inflow and infiltration into the Town's sewer system and help the Town to identify and monitor flow to verify data that is used by the MWRA to bill the Town for sewer treatment. The operating capital line is \$25,000 more than the current year or doubling of the funding. The \$25,000 will provide for the replacement of a grinder at the West Street sewer pump station and will allow the department to continue its annual \$25,000 allocation for sewer pump and small power equipment replacement.

The sewer debt service budget line is also level-funded at \$1,500,000 for FY2016, based on approved projects, and is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The reserve fund is level dollar for FY2016. The budget plan for FY2016 includes the use of

\$703,449 from sewer retained earnings. The \$494,488 to be transferred from the tax levy is to pay for drains-related programs.

The Sewer Enterprise Fund reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

ARTICLE 19: APPROPRIATE THE FY2016 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments	
		Expended	FTE	Current Budget	FTE	Recommended	FTE		
301A	Salary & Wages	\$1,014,577	16.0	\$1,077,972	16.0	\$1,105,680	16.0		
301B	Expenses	\$990,584		\$1,079,548		\$1,034,526			
301C	Capital Outlay	\$31,500		\$40,200		\$30,500			
301D	MWRA Assessment	\$1,271,018		\$1,193,697		\$1,012,962			
301E	Debt Service	\$1,535,767		\$1,550,000		\$1,550,000			
302	Reserve Fund	Transfers Only		\$75,000		\$75,000			
TOTAL		\$4,843,446	16.0	\$5,016,417	16.0	\$4,808,668	16.0		
FY2016 Budget Percentage Change from FY2015 Budget								-4.1%	

or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
 FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day (the Town is registered for approximately 4.0 million gallons of water per day). The current water withdrawal permit from the Department of Environmental Protection (DEP) allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400

water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2016 is \$207,749 (4.1%) lower than the FY2015 budget. This decrease is mainly due to a reduction in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2016 water assessment is based on CY2014 water use. The Town's use of MWRA water was down approximately 21% from the prior year. The preliminary water assessment for FY2016 is \$1,012,962 which is \$180,735 (15.1%) less than the assessment for FY2015. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	2012	2013	2014
Water Production*	1,243.7	1,267.8	1,235.9
Water Production from MWRA	393.0	354.8	279.0
Water Production from Town Wells	850.7	913.0	956.9
Percentage from MWRA	31.6%	28.0%	22.6%
*millions of gallons			
Water meters replaced	1,072	945	1,224
Percentage of the total number of water meters in place for that year	7.6%	6.7%	8.4%

The salary and wage expense line shows an increase of \$27,708 (2.6%) over the FY2015 budget. The Enterprise Fund has 16 full time employees of which 13 are unionized. Twelve employees are members of the NIPEA union and one employee is a member of the ITWA union. The Town has collective bargaining agreements with both unions for FY2016. There is no increase in the number of funded positions.

The Water Enterprise Fund expense line is \$45,022 lower than the current budget, or approximately 4.2% less. The lower expense line results from decreases in energy (\$8,525), repairs and maintenance (\$13,000), fuel for vehicles and equipment (\$10,372), and other expenses (\$27,425). The lower energy costs are in electricity and heating oil. The repairs and maintenance line is lower because the FY2015 budget included one-time funding for the replacement of windows at the Charles River Water Treatment Facility with windows that reduce heat loss. Fuel costs for vehicles is lower based on the average over three years. The reductions in other expenses are related to the repair of a backwash system, and some costs that were one-time expenses for FY2015. Some of the decrease was offset by increased costs for professional and technical services (\$11,500) and other various expenses (\$2,800). The increase for professional and technical services includes \$10,000 to hire a company to test and calibrate the commercial and industrial water meters connected to the Town's drinking water system. The program will be designed to evaluate, test, and calibrate all meters that have a 4" diameter or greater water line to ensure they are properly recording water use.

The operating capital amount of \$30,500 is \$9,700 (24.1%) less than budgeted for FY2015. It is anticipated that fewer feet of small diameter pipe will be repaired during FY2016 so only \$10,500 is allocated for this purpose. The budget will also provide \$20,000 for the purchase of water leak detection equipment that will be used by Town staff to locate leaks in the water distribution system. The equipment will help to identify unaccounted water that must be reported in the Town's Annual Statistical Report to the Massachusetts Department of Environmental Protection (DEP). The equipment will allow Town staff to investigate issues that they observe such as unexplained water demand or sudden drops in the level of the water tanks. The equipment can assist in locating water leaks prior to excavation. Debt service is level-funded at \$1,550,000, which is based on approved projects, and is in keeping with the overall water

capital infrastructure-funding plan for long term investments. The water reserve fund is level dollar for FY2016

The Water Enterprise Fund reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 20: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2015:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2016 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation Program for COA	\$60,000
Water Conservation	DPW Director	Sale of Water Conservation Devices	Encourage Residential Water Conservation	\$10,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home Composting Bins	\$3,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to Youth Service and Community Programs	\$25,000
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling Meals	\$75,000
Immunization Fund	Health Director	Program Receipts	Costs associated with Immunization and Educational Programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and Other District-wide Transportation	\$819,000
Facility Activity Use	Director of Facility Operations	Fee-Based Facility Use	Community Facility Use	\$250,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

ARTICLE 21: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

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

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY2016 award amounts had not been released.

ZONING / LAND USE ARTICLES

ARTICLE 22: AMEND ZONING BY-LAW – MEDICAL MARIJUANA TREATMENT CENTER AND OFF-SITE MEDICAL MARIJUANA DISPENSARY

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

- (a) In Section 1.3, Definitions, by adding the following terms and definitions in the appropriate alphabetical location as follows:

“Medical Marijuana Treatment Center: A facility operated by a not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.000 or succeeding regulation pertaining to the registration of such facilities, and pursuant to all other applicable state laws and regulations, also to be known as a Registered Marijuana Dispensary (RMD), that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to patients or their personal caregivers registered and qualified under the provisions of 105 CMR 725.00 (“Qualified Patients or Qualified Caregivers”) or succeeding regulation pertaining to the registration and qualification of Qualified Patients and Qualified Caregivers. A Medical Marijuana Treatment Center may include facilities which cultivate and/or process marijuana for medical use.”

“Off-Site Medical Marijuana Dispensary: A facility registered and qualified as a Registered Marijuana Dispensary under the provisions of 105 CMR 725.00, which is located off-site from a separate location of the same RMD or from an affiliated RMD where marijuana or related products are cultivated or processed, and that is controlled and operated by the same registered and approved non-profit entity that operates the separate location or affiliated RMD where marijuana or related products are cultivated or processed, but which dispensary serves only to acquire, possess, transfer, transport, sell, distribute, dispense or administer processed marijuana for medical use, related products and supplies and educational materials to Qualified Patients or Qualified Caregivers, and which dispensary includes no cultivation or processing of such marijuana or related products.”

- (b) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by inserting immediately above the row that reads “SPC (Complex Development)” a new entry, which shall read as follows:

“SPP (Special Permit) Use allowed under a special permit by the Planning Board as provided hereafter.”

- (c) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by revising the second paragraph so that the entire paragraph shall now read as follows (new language underlined):

“Uses permitted and uses allowed by the Board of Appeals or by the Planning Board shall be in conformity with all the density and dimensional regulations and any other pertinent requirements of this By-Law.”

- (d) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, and Industrial-1 Districts, by inserting immediately below the row that reads “medical clinic” a new entry, which shall read as follows:

“Use	<u>RRC</u>	<u>SRB</u>	<u>GR</u>	<u>A-1,2</u>	<u>I</u>	<u>IND</u>	<u>IND-1</u>
	<u>SRA</u>			<u>&3</u>			
Medical Marijuana Treatment Center	N	N	N	N	N	N	SPP”

- (e) In Section 3.2.5, Uses in Highland Commercial-128 District, Subsection 3.2.5.2, Uses Permitted by Special Permit, by adding a new paragraph (p) that states “Off-Site Medical Marijuana Dispensary, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (p), (q) and (r) as paragraphs (q) (r) and (s) respectively.
- (f) In Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.2, Uses Permitted by Special Permit, by adding a new paragraph (j) that states “Medical Marijuana Treatment Center, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (j) and (k) as paragraphs (k) and (l) respectively.
- (g) In Section 6, Special Regulations, by inserting a new Subsection 6.10, Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, to read as follows:
- “6.10 Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary
- In granting a special permit for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, in addition to the general criteria for issuance of a special permit as set forth in Section 7.5.2 of this By-Law, the Planning Board shall find that the following criteria are met:
- (a) The site on which the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is located is at least one thousand (1,000) feet distant from a public or private elementary school, middle school, or secondary school, or a municipal park or playground, or if not located at such a distance, but located at least five hundred (500) feet distant from such protected use, it is determined by the Planning Board to be sufficiently buffered from such protected use such that its users will not be adversely impacted by the operation of the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary. The distance under this section is measured in a straight line from the nearest point of the property line of the protected use identified in this section to the nearest point of the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary.
- (b) The Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is not located in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled such facility.”
- (h) In Section 8, Interim Regulations for Medical Marijuana Uses, by deleting the Section in its entirety.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: Article 22 provides for the establishment of Registered Marijuana Dispensaries within Needham as they are authorized pursuant to state regulations set forth in 105 CMR 725.000. A

Registered Marijuana Dispensary (RMD) is a not-for-profit entity that cultivates, prepares, and dispenses marijuana or marijuana infused products to qualifying patients or their caregivers.

The law for the Humanitarian Use of Marijuana was adopted by Massachusetts voters in November, 2012. The measure became law on January 1, 2013 (Chapter 369 of the Acts of 2012). In May, 2013, the Massachusetts Department of Public Health promulgated regulations, set forth in 105 CMR 725.000, which outlined the process it would follow to approve, register and control the establishment of up to 35 Registered Marijuana Dispensaries statewide in the first year, with at least one but not more than five Registered Marijuana Dispensaries in each county. Local regulatory oversight is allowed so long as it does not conflict with state regulations.

The May 2013 Annual Town Meeting adopted a Zoning By-Law provision that established a fifteen month moratorium on the siting of RMDs within the Town to afford the Town time to establish a framework for regulating RMDs that is consistent and complementary to the State scheme. The moratorium was further continued by the May 2014 Annual Town Meeting for an additional nine months. Under the May 2014 vote, the moratorium ceases on the earlier of an amendment to the Zoning By-Law or December 30, 2014. Accordingly, this article now seeks to establish zoning regulations for RMDs in Needham.

Land Use Considerations

The zoning approach recommended by the Planning Board follows the lead of the state law and regulations by treating Registered Marijuana Dispensaries as regional service providers with a limited, specialized function and a client base that will be spread across a large service area. Since RMDs are strictly regulated and will be limited in number by the Massachusetts Department of Public Health, the intent of the amendment is to permit RMDs in Needham where there is access to regional roadways, where they may be readily monitored by law enforcement for health and public safety purposes, and where they will not adversely impact the character of residential neighborhoods and business districts. The following land use topics were considered by the Planning Board:

- Use Compatibility. As a business use, RMDs would not be considered appropriate for residential neighborhoods. Compatibility with neighborhood-scale retail districts is also an issue because, unlike neighborhood-serving retail stores, they would serve a select, regional clientele and not the neighborhood as a whole. Also, the security requirements may conflict with the pedestrian-friendly storefront character that is carefully cultivated in many retail areas.*
- Transportation. Because of their regional nature, it is important to consider access to regional roadways, since clients may travel from areas without access to public transportation or may otherwise need to use a car. Locations that would bring excess automobile traffic to smaller residential streets should be discouraged. Availability of parking is also an issue. For RMDs that make deliveries, the potential for secure loading facilities may also be a factor.*
- Public Safety. The Police Department has expressed the importance of being able to effectively respond to emergency calls at or near an RMD site. Therefore, isolated areas without convenient street access should be avoided.*
- Urban Design. The access and security requirements for RMDs have the potential to create a streetfront that is visually unfriendly to pedestrians or a design that is out of character with surrounding uses. This concern could be mitigated through careful urban design. Additionally, restricting RMD function to the dispensing component of the operation in highway-orientated, retail districts should be advanced as an appropriate mitigating measure.*
- Distance from Child-Oriented Facilities. The Board found it prudent to adhere to the more restrictive federal standard of a 1,000-foot buffer from schools, municipal parks and playgrounds but allowed a*

reduction to 500 feet by special permit in those circumstances where existing conditions provide a sufficient buffer or where the RMD use will not have a negative impact on neighboring land uses. The "default" state regulations that would require a 500 foot buffer zone to daycare centers and "any facility in which children commonly congregate" was not adopted. The Board did not recommend such language in recognition of the fact that: if the state language were adopted without modification, the location of multiple daycare centers and facilities providing programs for children throughout the proposed districts would effectively prohibit RMDs in the Town. Furthermore, the Board considered that the children attending the day care center and traveling to and from the facility are under adult supervision. Additionally, the Board found the term "any facility in which children commonly congregate" to be vague and thus presented problems in terms of interpretation and implementation. At the same time the Board did recommend that RMDs not be located in the actual building where a licensed daycare center is located or where a facility providing educational, recreational or social programs for children is located.

Proposed Zoning Amendment

The proposed zoning amendment includes a set of zoning regulations that will work in concert with state and other local regulations while focusing on land use planning issues such as district character, compatibility among adjacent uses, transportation and parking, and urban design, as well as public safety issues. The zoning amendment takes the following approach: 1) defines the terms "Medical Marijuana Treatment Center" and "Off-Site Medical Marijuana Dispensary" so as to distinguish between a facility that may provide dispensing, cultivation and processing services in combination within a zoning district (Medical Marijuana Treatment Center) and a facility that is restricted to the dispensing function within a zoning district (Off-Site Medical Marijuana Dispensary); 2) identifies the zoning districts in which a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will be allowed; 3) establishes that a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will only be allowed by special permit from the Planning Board; and 4) establishes the special permit criteria unique to this use that will be utilized in the review of a given proposal.

- **District Location.** The amendment would permit a Medical Marijuana Treatment Center in the Mixed Use-128 District and Industrial-1 District and would permit only an Off-Site Medical Marijuana Dispensary in the Highland Commercial-128 District. The RMD use in the Highland Commercial-128 District (Off-Site Medical Marijuana Dispensary) has been restricted to the dispensing function due to the district's identity as a regional retail corridor fronting both sides of Highland Avenue east of Route 128. All three locations are commercial districts with access to the regional roadway network. The noted districts also contain many sites that have the potential for on-site parking and loading and are adequately distanced from schools, municipal parks and playgrounds.
- **Special Permit Requirement.** Given the still unknown aspects of these facilities and a desire for close review, the amendment proposes to permit a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary by special permit from the Planning Board. The special permit requirement would allow for meaningful review of design and transportation impacts, as well as a greater level of oversight and assurance that the facilities will be operated in a manner that is consistent with the intent of the zoning and other regulations.
- **Special Permit Criteria.** The special permit criteria as contained in the amendment are intended to reinforce the requirements of the Massachusetts Department of Public Health regulations and advance local interests with regard to the possible impacts that a Medical Marijuana Treatment Center or an Off-Site Medical Marijuana Dispensary may have on neighboring land uses. To that end, these criteria include, in addition to the standard special permit criteria currently provided in Sections 7.4 and 7.5.2 of the Needham Zoning By-Law, supplementary buffering and siting requirements. A 1,000 foot buffer from

a public or private elementary school, middle school, or secondary school, or a municipal park or playground is established with the Planning Board having the option to reduce this 1,000 foot buffer to 500 feet in circumstances where existing conditions provide a sufficient buffer and/or the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary will not have a negative impact on neighboring land uses. Finally, a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary are prohibited in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled within such a facility.

ARTICLE 23: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY

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

- (a) In Section 1.3, Definitions, by revising the existing definition of the term “Half-Story or ½ Story”, so that the entire definition shall now read as follows: (new language underlined):

“Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5’-0”. Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty percent (50%) of the eave length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20’) in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18”) from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below.”

- (b) In Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

“Dormer – A projection built out from a sloping roof, usually containing a window or vent.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article would revise the definition of the term "half-story" as it applies to all single-family detached dwellings and two-family detached dwellings located in all districts, and to apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. Presently in the above-noted circumstances dormers in the half-story are not permitted to exceed thirty percent of the eave length of the portion of the roof in which the dormer is built. The current thirty percent rule was adopted in 1999 in an effort to encourage utilization of the half-story for residential purposes. At the time the provision was enacted eave length generally extended for the full length of the exterior wall of the story next below. Construction during the intervening years however has led to the placement of multiple roof planes of varying lengths along the exterior wall thereby reducing the utility of the provision. To address this constraint, the subject amendment would allow the permitted dormer length to increase from thirty to fifty percent of the eave length of the portion of the roof in which the dormer is built. The following size and location requirements have been added to ensure that the half-story continues to function at its intended massing and scale: (1) The total length of a single dormer may not exceed twenty feet in width; (2) A roof line overhang between the dormer and the story next below is required to avoid the appearance of an uninterrupted wall plane extending beyond two stories; (3) The vertical plane of the side wall of the dormer may not be placed closer than eighteen inches from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer; and (4) The dormer may not project above the main ridgeline of the building.

ARTICLE 24: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY, SCHEDULE OF USE REGULATIONS AND DIMENSIONAL REQUIREMENTS FOR COMMERCIAL DISTRICTS

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

- (b) In Section 1.3, Definitions, by revising the existing definition of the term "Half-Story or ½ Story", so that the entire definition shall now read as follows: (new language underlined):

"Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty percent (50%) of the eave length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20') in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18") from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

- (c) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising the entry which reads in part "Apartment or multifamily dwelling", so that it shall now read as follows:

<u>"USE</u>	<u>B</u>	<u>CSB</u>	<u>CB</u>	<u>ASB</u>	<u>HAB</u>
Apartment or multifamily dwelling					
* Allowed on second floor and in half-story directly above second floor only;					
consistent with density requirements for A-1	N	SP*	SP*	SP	SP"

- (d) In Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.3, Height Limitation, by deleting the phrase "Chestnut Street Business," from the first sentence of the second paragraph and by adding a new third paragraph so that the second and third paragraph of the subsection shall now read as follows:

"Notwithstanding the above, no building or structure which is located on property in the Avery Square Business, Hillside Avenue Business, or Neighborhood Business districts shall exceed two and one-half (2 ½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet.

Notwithstanding the above, in the Chestnut Street Business District, the limit of height of a building or structure shall be two and one-half (2 1/2) stories not to exceed thirty-five (35) feet, including ground level covered or enclosed parking, provided that in no event shall any building contain more than two floors used for non-residential occupancy other than storage, residential occupancy being permitted on the second floor and in the half-story directly above the second floor consistent with the use and density requirements of Section 3.2.2."

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
 PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: *This article advances the recommendations contained in the Needham Center Development Plan which endorsed the promotion of mixed-use and housing development in the Needham Center area in the longer term. The article seeks to accomplish this goal by removing the prohibition on residential housing development in the half-story above the second story in the Chestnut Street Business District and by allowing for the placement of dormers in said half-story so that more useable residential square footage may be created.*

At the present time, only the second floor of buildings in the Chestnut Street Business District may be used for residential purposes, even though the Needham Zoning By-Law allows buildings up to two and one-half stories high. This article would allow the use of the half-story above the second story for residential purposes through a change to the use table at Section 3.2 and the dimensional requirements at Section 4.4, but would keep all other height and density requirements intact.

The article would further revise the definition of the term "half-story" in the Chestnut Street Business District by allowing for the placement of dormers in the "½ story" of apartment and multi-family

dwellings located directly above the second floor subject to the following restrictions: (1) The total length of the front wall of the dormer could not exceed fifty percent of the eave length of the portion of the roof in which the dormer is built. (2) A single dormer could not exceed twenty feet in width; (3) A roof line overhang between the dormer and the story next below would be required so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories; (4) The vertical plane of the side wall of the dormer could not be placed closer than eighteen inches from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer; and (5) The dormer could not project above the main ridgeline of the building.

ARTICLE 25: AMEND ZONING BY-LAW – ALLOWING MORE THAN ONE MUNICIPAL BUILDING AND/OR USE ON A LOT

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

- (a) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting the following before the subheading “**ACCESSORY**”: “More than one municipal building and/or municipal use on a lot” and the letter “Y” across all zoning districts in the table.
- (b) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business Districts, by inserting the following before the subheading “**ACCESSORY**”: “More than one municipal building and/or municipal use on a lot” and the letter “Y” across all zoning districts in the table.

Or take any other action relative thereto

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article would allow the Town to obtain permits to construct more than one municipal building on a lot and/or to place more than one municipal use on a lot subject to the external dimensional requirements of the underlying zoning district. The Town has limited land resources and frequently needs to construct additional buildings and/or to place a mix of municipal uses on its properties. This amendment would allow the Town to consolidate its lots and to do away with internal lot lines and their associated setbacks and other requirements which hinder necessary municipal development. The article acknowledges the Town's need to use its property for multiple uses and with multiple structures. Although development on the consolidated lots will have to comply with zoning requirements as to external dimensional requirements (e.g., setbacks from front, rear, and side property lines on the perimeter of the lot), this amendment permits the Town to develop without internal lot line restrictions. New buildings triggering current Zoning By-Law thresholds will still be subject to Site Plan Review and Off-Street Parking regulations. This provision is not unprecedented in the Zoning By-Law, as in the Needham Crossing area, more than one building and more than one use on a lot are currently allowed as-of-right.

ARTICLE 26: AMEND ZONING BY-LAW – DESCRIPTION OF FLOOD PLAIN DISTRICT

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

- (a) In Section 2.3, Description of Flood Plain Districts, by deleting Sections 2.3.4, 2.3.5, 2.3.6, 2.3.7 and 2.3.8 thereof.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: Article 26, in combination with Article 27, proposes to revise the Town's flood plain zoning district boundary so that it matches the federal flood plain district boundary shown on the Norfolk County Flood Insurance Rate Map. Said area comprises the geographical area that the Federal Emergency Management Agency (FEMA) has defined as having a 1% chance of flooding in a given year. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the Norfolk County Flood Insurance Rate Map (FIRM) and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012. Accordingly, Article 26 amends the Town's flood plain zoning district description as contained in the Zoning By-Law so that it reflects the flood plain district boundary shown on the Norfolk County Flood Insurance Rate Map as further defined by the Norfolk County Flood Insurance Study report dated July 17, 2012. Article 27 then amends the Town's zoning map to reflect the revised geographical boundary of the Town's flood plain zoning district boundary consistent with the newly enacted description now contained in the Zoning By-Law. The proposed amendment is offered to create regulatory parity between the Town's flood plain zoning district boundary and the federal flood plain district boundary.

ARTICLE 27: AMEND ZONING BY-LAW – MAP CHANGE TO FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map to revise the boundaries of the Flood Plain District so that the District now comprises the following:

- (a) All special flood hazard areas within the Town of Needham designated as Zone A, AE, or AH on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Needham are panel numbers 25021C0016E, 25021C0017E, 25021C0018E, 25021C0019E, 25021C0028E, 25021C0036E, 25021C0037E, 25021C0038E, and 25021C0039E dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012.
- (b) All that land along or sloping toward that portion of Rosemary Brook between Rosemary Lake and Central Avenue that is at or below the following elevations: (i) Ninety (90) feet above mean

sea level upstream of West Street; and (ii) Eighty-eight (88) feet above mean sea level between West Street and Central Avenue.

- (c) All that land along or sloping toward that portion of Rosemary Brook between Central Avenue and the Needham-Wellesley town line that is at or below an elevation of eighty-five (85) feet above mean sea level.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article describes the geographical boundary of the Town's flood plain zoning district as it will be reflected on a revised zoning map. Said area comprises the geographical area that the Federal Emergency Management Agency (FEMA) has defined as having a 1% chance of flooding in a given year. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the Norfolk County Flood Insurance Rate Map (FIRM) and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012.

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

ARTICLE 28: ACCEPT PROVISIONS OF MGL – INCREASE IN RETIREE COLA BASE

To see if the Town will vote to increase the maximum base on which the retiree cost of living (COLA) is calculated from \$12,000 per year to \$14,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010; or take any other action thereto.

INSERTED BY: Retirement Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to increase the base amount upon which the Cost of Living Adjustment is paid to Town of Needham retirees. Currently, the maximum base upon which retiree pension COLA is calculated is \$12,000; therefore, the maximum amount that a retiree can receive, even if his/her pension exceeds \$12,000, is \$360. Approval of this article will increase the COLA base from \$12,000 to \$14,000. The decision as to whether to grant a COLA and at what amount is made annually by vote of the Needham Contributory Retirement Board.

ARTICLE 29: HOME RULE PETITION/AMEND TOWN OF NEEDHAM CHARTER PART 3, TOWN OFFICERS, SECTION 18. MODERATOR

To see if the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows;

“An act amending the Charter of the Town of Needham, Part 3, Section 18. Moderator, by deleting the

words "A moderator shall be elected by ballot at each annual town election"; and inserting in place thereof the words "A moderator shall be elected by ballot at the annual town election for a term of three years".

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

Section 1. Part 3 TOWN OFFICERS, Section 18. Moderator is amended in line 1 of Section 18 by deleting the words "A moderator shall be elected by ballot at each annual town election"; and inserting in place thereof the words "A moderator shall be elected by ballot at the annual town election for a term of three years".

Section 2. This act shall become effective upon passage."

Or take any other action relative thereto.

INSERTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: The term of the Town Moderator in Needham is one year. Needham's moderators have a history of running for the office annually, and State Law allows for a term of three years. Changing the term of the Moderator to three years would be consistent with most other elected offices in Needham. Because the term of the Moderator is set forth in the Town Charter, a home rule petition seeking State approval is required. The Town Charter was established as a Special Act of the Legislature.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 30: APPROPRIATE FOR ROSEMARY POOL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$450,000 for design and engineering of Rosemary Pool and site, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Park and Recreation Commission is requesting \$450,000 to design a new outdoor pool at the Rosemary site, and to design improvements to the building and the parking lot. This project underwent a year-long feasibility study, with input from residents throughout the process at public meetings and through surveys. The design process will include final decisions on the specific location on the Rosemary site for the pool, as well as the size of the pool and amenities such as a splash pad and boating on the lake. It is anticipated that space within the building will be available for year-round use. The design process will also include permitting.

ARTICLE 31: APPROPRIATE FOR NEWMAN ATHLETIC FIELDS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,527,000 for Newman School Athletic Fields renovation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article will fund the reconstruction of athletic fields behind the Newman School. Two 60' diamonds and a large multi-purpose field will be rebuilt, solving a constant issue with water retention, and providing drier fields for more consistent use. A pedestrian path will be added around the fields for personal fitness and school activities. The project has gone through a year-long design process, including permitting.

ARTICLE 32: APPROPRIATE FOR EASTMAN CONSERVATION AREA

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$800,000 for the reconstruction of the Eastman Conservation Area, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This project includes the construction of improvements on the trail system that is part of the Science Center curriculum for the schools, with a variety of natural habitats located within the trail. The Eastman Conservation Area is located at the Newman School, and the project was designed in conjunction with the Newman Athletic Fields project. The existing boardwalks would be removed and ADA access would be provided throughout the trail, so that all students can reach the teaching spots. The project has gone through a year-long design process, including permitting.

ARTICLE 33: APPROPRIATE FOR MILLS FIELD

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$510,000 for Mills Field Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This project would support improvements to Mills Field, including an increase in available parking, renovation of the basketball court, installation of a single unit restroom, and replacement of the sod on the 60' diamond. The project has gone through a year-long design process.

ARTICLE 34: APPROPRIATE FOR RIDGE HILL/STUDENT CONSERVATION ASSOCIATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$10,000 for Ridge Hill Loop Trail Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Conservation Commission is proposing to engage the Massachusetts Student Conservation Association to work up to 10 days on projects at Ridge Hill Reservation, including trail improvements and building a small bridge. The funds will cover the fee for the group, plus materials needed for the projects. The Town will provide a location for the team to camp while working on the projects.

ARTICLE 35: APPROPRIATE FOR BOAT LAUNCH

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$30,000 for Boat Launch Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article will fund the design of improvements to the existing Charles River boat launch on South Street, near Dedham Avenue. The intention is for the area to be pedestrian-friendly, and to make it easier to access the river to launch small boats. The funds will support both the design and permitting of the proposed improvements.

ARTICLE 36: APPROPRIATE FOR RAIL TRAIL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for Bay Colony Rail Trail construction, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The rail trail will be constructed from the Town Forest to the Charles River. The rails and wooden ties will be removed, providing a passable path. Bid documents are being developed for the construction of the trail, including a stone dust surface, safety fencing and road crossings. The Bay Colony Rail Trail Association has donated \$115,000 to the Town towards this project, and the state is contributing \$70,000. Additional fundraising is underway.

ARTICLE 37: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2016 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

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

Reserves:

B. Community Preservation Fund Annual Reserve \$1,448,606

C. Community Housing Reserve \$281,353

D. Historic Resources Reserve \$0

E. Open Space Reserve \$281,353

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

HIGH SCHOOL ARTICLES

ARTICLE 38: HOME RULE PETITION/CONSTRUCT ADDITIONS TO HIGH SCHOOL UNDER GL CH 149A

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

AN ACT AUTHORIZING THE TOWN OF NEEDHAM TO AWARD A CONTRACT AND CONSTRUCT AN ADDITION AND ALTERATIONS TO NEEDHAM HIGH SCHOOL UNDER THE PROVISIONS OF GENERAL LAWS CHAPTER 149A.

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

SECTION 1. The provisions of General Laws Chapter 149A Section 1 notwithstanding, the Town of Needham is authorized to construct an addition and alterations to the Needham High School that includes permanent classrooms and an expansion of the cafeteria under the provisions of General Laws Chapter 149A even though the costs are estimated to be less than \$5,000,000.

SECTION 2. This act shall become effective upon final passage.

INSERTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Permanent Public Building Committee is currently studying the need for the renovation and addition to Needham High School, including expansion of the cafeteria and the addition of classroom space. The project schedule would require construction during the summer to open the school in September. Due to the compressed schedule, the PPBC recommends that the project be constructed under the "Construction Manager at Risk" method. Because State law does not allow the Town to utilize this method for projects estimated to cost less than \$5 million, a home rule petition seeking Legislative approval is required.

ARTICLE 39: APPROPRIATE FOR HIGH SCHOOL EXPANSION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$500,000 for engineering and design for High School expansion, to be spent under the direction of the Town Manager, and that \$276,000 be transferred from Free Cash, \$38,046 be transferred from Article 3 of the 2008 May Special Town Meeting, \$10,086 be transferred from Article 32 of the 2008 Annual Town Meeting, \$11,319 be transferred from Article 5 of the 2008 October Special Town Meeting, \$17,070 be transferred from Article 45 of the 2009 Annual Town Meeting, \$6,076 be transferred from Article 33 of the 2010 Annual Town Meeting, \$68,385 be transferred from Article 9 of the 2009 November Special Town Meeting, \$12,305 be transferred from Article 39 of the 2013 Annual Town Meeting, and \$60,713 be transferred from Article 1 of the 2013 November Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This project funding would be for design of added classroom and cafeteria space at Needham High School. The preliminary concept for classroom expansion would include the installation of new classroom, storage space, and circulation representing between 6,500 - 8,100 s.f. of space. The Permanent Public Building Committee is in the process of overseeing a feasibility study to determine the best plan for the installation of classrooms. The cafeteria project includes the expansion of the existing cafeteria and servery area. The preliminary scope includes: adding 2500 s.f. to the existing cafeteria space and creating an expanded seating area; reconfiguring the seating by replacing round tables with bench-style seats; reconfiguring table placement and installing counters with moveable chairs

around the periphery of the dining room; adding a sixth cash register and pushing the cash register lines out of the servery area and into the dining room; reconfiguring the serving line to allow for better student flow; and upgrading furnishings and fixtures in the dining room area. All features of the High School classroom expansion project are subject to decisions made after the feasibility report is complete. It is anticipated that project funding for construction would be brought before the fall, 2015 Special Town Meeting after bids are received.

CAPITAL ARTICLES

ARTICLE 40: RESCIND BOND AUTHORIZATIONS

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

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Rosemary Pool Complex	2000 ATM	63	\$100,000	\$7,500
Public Services Administration Building	2008 STM (Oct)	5	\$5,725,000	\$49,000
RTS Construction Equipment	2011 ATM	42	\$86,000	\$12,000
Town Hall (CPA Portion)	2009 ATM	35	\$7,200,000	\$1,210,000
Pollard School Boiler Replacement	2013 ATM	40	\$800,000	\$140,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
 FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

ARTICLE 41: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$1,941,411 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto:

Group	Description	Recommended	Amendment
General Government	Mail Processing Machines	\$30,645	
General Government	Network Hardware, Servers & Switches	\$30,000	
Public Schools	Copier Replacement	\$62,740	
Public Schools	Furniture	\$45,405	
Public Schools	Technology Replacement	\$403,000	
Public Works	Fuel System Software/Hardware Upgrade	\$94,500	
Public Works	Mobile Column Lifts	\$73,500	
Public Works	Fleet Replacement Program	\$1,077,249	
Public Facilities	Energy Efficiency Upgrade Improvements	\$96,323	
Public Facilities	Fleet Replacement Program	\$28,049	
		\$1,941,411	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

MAIL PROCESSING MACHINE REPLACEMENT This article would fund the replacement of two pieces of equipment - folding/stuffing and mail - used by the Information Technology Center (ITC) to support multiple departments. The folding/stuffing machine is used for various tasks by the ITC in support of the Finance Department and in response to requests from external departments. The mail machine is used daily in support of multiple departments for postage and mailing.

NETWORK HARDWARE SERVERS AND SWITCHES The request is to replace older servers, both application and data, with newer, faster, and more energy efficient models including hardware to install virtualization software. This funding also supports the replacement of the spam filter, virus firewall, and internet filtering, and older network switches that connect buildings, departments, and workstations throughout the Town. Newer models of both servers and switches will be better able to take advantage of the Town fiber network and increase the speed of data within the Town's fiber network. Not replacing or updating this equipment can have an adverse effect on email operability, financial applications, internet access, data accessibility, and backups between the Town's datacenters.

SCHOOL COPIER REPLACEMENT In May 2003, Town Meeting authorized \$60,000 in first-year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all of the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently, the School Department owns 48 copy machines. The FY2016 request replaces four copy machines. Copier replacement is planned on a lifecycle analysis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers that are heavily used are replaced more frequently than copiers that are lightly used. A seven-year maximum duty life is assumed for most machines, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis assumes that copiers are redeployed around the District, as needed, to match copier use with equipment capacity.

SCHOOL FURNITURE This request continues the replacement cycle for school furniture in poor and fair condition at Hillside, Mitchell, Newman and Pollard Schools. In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. In FY2005, Town Meeting approved funding to begin the replacement of furniture in poor condition. By FY2015, all furniture in poor condition will have been replaced at these schools. The FY2016 funding request will continue with the replacement of furniture in fair condition at these schools and will allow for the purchase of furniture needed for enrollment growth. In addition, these funds would be used for new classroom furniture as needed.

TECHNOLOGY REPLACEMENT The Technology Replacement Program includes the School Department's regular replacement cycle for technology devices, including computers, printers, and servers. The request includes:

Hardware Replacement The FY2016 request is \$222,000 for 226 replacement devices: 35 teacher and administrator computers and 191 lab/classroom computers at Broadmeadow, Mitchell, Newman, and the High School. The majority of the computers being purchased will be deployed at the High School – FY2016 represents the second year of the anticipated five-year timeframe to replace the High School computers. The student stations will be replaced in critical lab locations.

Printer Replacement This portion of the request totals \$12,000 in FY2016. The School Department is in the process of changing its printer replacement strategy to incorporate fewer, more efficient and more cost effective printers. The Department has moved to a shared printing model for Pollard teachers and is planning to do the same for the Mitchell School. The FY2016 request includes the replacement of 36 printers throughout the District.

Interactive Whiteboard and Projector Replacements This is a new category of the technology replacement program. During the past year, the Department has experienced the failure of some of the early installations of LCD projectors and SMART Boards. Summer maintenance has revealed a significant number of possible failures that are still being assessed at Eliot, Hillside, Newman, Pollard and the High School. The FY2016 funding request for replacement is \$75,000.

Infrastructure Hardware Infrastructure hardware includes servers, network hardware and wireless infrastructure. The server request for FY2016 is \$30,000 and includes the replacement of servers that have been running 24/7 for three and four years. The servers will be repurposed to less critical functions for two and three years respectively. The network hardware request includes \$27,000 in FY2016: \$5,000 for UPS replacements and upgrades, as well as funds to update switches. Last year, the District began to update its switches to accommodate growing Internet bandwidth requirements, completing the 1 GB to 10 GB upgrade at the core and the head end room. In FY2016, \$12,000 is allocated to complete the Eliot backup installation. In addition, there is a need to replace many of the switches around the district. Switches are typically installed as part of building projects and have not been included as part of the replacement cycle in the past. The request includes \$10,000 for this purpose. Finally, the request includes \$37,000 for the expansion of wireless infrastructure to support Internet functions at the Broadmeadow and Eliot elementary schools.

FUEL SYSTEM SOFTWARE/HARDWARE UPGRADE This project will improve the Town's fuel management system. The Town currently utilizes a fuel dispensing system ("Gasboy") that is outdated and requires manual entry and authentication by vehicle drivers. The current operating system is no longer fully supported by the manufacturer. This upgrade of the fuel management system and software will provide more automated control of fuel. It will allow for quicker fueling by eliminating manual entry, reduce input errors, and will provide for more accurate reporting data of fuel usage. Additionally, hardware installed in late model equipment (1996 and newer) will automatically report vehicle

information to the system for maintenance planning at the time of fueling, including: mileage, maximum vehicle speed, oil level and pressure, check engine light status, and any faults. The fuel system hardware can be removed and installed at a new location if deemed appropriate in the future, and the software is capable of managing multiple fueling locations. This upgrade will provide for the installation of 140 automotive modules into vehicles/equipment, 240 fuel keys for vehicles/equipment, new nozzles, fuel island controls and kiosk, and a hard and/or wireless data connection.

MOBILE COLUMN LIFT This request would replace an existing permanently-mounted above ground automotive lift with a portable mobile four column lift. The existing 7,000 lb. two post automotive lift is unable to lift many vehicles and equipment serviced by the DPW. The lift is also outdated and in need of repairs. Parts are unavailable, and would need to be manufactured for needed repairs. The original lift was acquired second hand from a school program. A mobile four column lift will lift all the vehicles currently serviced, and will provide greater flexibility by allowing vehicles to be lifted on any flat surface. It can be used in any of the bays, and can be used to service vehicles in the DPW yard. This lift will come with additional jack stands so that vehicles can be raised, evaluated, and remain on those stands while waiting for parts. This will increase efficiency as vehicles will not need to be raised and lowered more than once in order to perform maintenance on multiple pieces of equipment.

FLEET REPLACEMENT - SPECIALIZED EQUIPMENT Unless circumstances require otherwise, the fleet replacement – Specialized Equipment planned for FY2016 includes the following;

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
7	DPW Highway	2000	International 4900 Dump	International 7300 Dump	43,414	\$219,746
49	DPW Highway	2002	Volvo Tractor	International 7600 Multi-body Dump	98,562	\$269,930
73	DPW Parks	2008	Ford F-350 Dump	Ford F-550	42,648	\$78,296
74	DPW Parks	2008	Ford F-350 Dump	Ford F-550 / Hook Loader	48,043	\$104,102
75	DPW	2008	Ford F-550 Dump	Ford F -550	37,353	\$78,296

FLEET REPLACEMENT - SNOW AND ICE EQUIPMENT Unless circumstances require otherwise, the fleet replacement – Snow & Ice Equipment planned for FY2016 includes the following;

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
106	DPW Highway	2002	Sidewalk Tractor/Track	Same or Similar	1,017	\$152,912
117	DPW Highway	2000	Sidewalk Tractor	Same or Similar	1,135	\$173,967

CORE FLEET REPLACEMENT Unless circumstances require otherwise, the core fleet replacement planned for FY2016 includes the following;

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
705	Public Facilities	2006	Ford Econ Van E250	Same or Similar	57,460	\$28,049

PUBLIC FACILITIES ENERGY EFFICIENCY UPGRADE IMPROVEMENTS *The May, 2011 Special Town Meeting appropriated funding for an engineering study for energy upgrades at ten key buildings. The results of this study illustrate that the Town's investment in selected and recommended energy upgrades will pay for themselves within 10 years. FY2016 represents the third year of a five year plan. Unless circumstances dictate otherwise, FY2016 funding is targeted for retro-commissioning the HVAC controls at the Eliot School and converting lighting to more energy efficient induction lighting at the Eliot School and at Fire Station #2.*

ARTICLE 42: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,453,500 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that \$453,500 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

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

STREET RESURFACING *This program is intended to improve the structural and surface integrity of the Town's 123 linear miles of accepted streets. The primary strategy of this program is asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Applying this repair strategy in a timely manner will extend the useful life of roadways for up to 15 years. Installing a monolithic asphalt berm curb better defines the edge of road, improves drainage and protects the shoulder from erosion. Target funding for street resurfacing in FY2016 is \$475,000.*

TRAFFIC SIGNAL & INTERSECTION IMPROVEMENTS *This program funds traffic signal improvements and intersection improvements, and new traffic signal installations where none currently exist. No funding is targeted for this program in FY2016.*

SIDEWALK PROGRAM *This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham, and more than half do not comply with current standards and require significant improvements including the installation of handicapped ramps. All sidewalk improvements must comply with Federal and State laws and construction standards. Current estimates have identified over \$20,000,000 in backlogged sidewalks in need of repair. Unless circumstances dictate otherwise, the target funding for the sidewalk program in*

FY2016 is \$225,000.

STORM DRAIN CAPACITY IMPROVEMENTS This program provides funding to improve roadway drainage capacity. The 2002 Stormwater Master Plan identified a number of areas throughout Needham where improvements are required to resolve flooding problems and remove illicit discharge. Locations for improvements have been prioritized within the plan. Since the issuance of the Stormwater Master Plan, numerous multi-unit developments have been built or are planned in the Town. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2016 funding is targeted for the Greendale Avenue area (engineering - \$120,000 and construction - \$350,000).

STORM DRAIN SYSTEM REPAIRS This program provides funding to repair failing storm drainage infrastructure within Town easements that have been discovered through investigation work. These projects will include the replacement of existing culverts that have deteriorated over time and are restricting flow. This work will eliminate flooding and capacity issues in the immediate vicinity. FY2016 funding is targeted for the replacement of ten feet of pipe underneath a culvert on Edgewater Drive, the replacement of a badly damaged 100 foot section of 18" reinforced concrete drain pipe within a Town easement adjacent to 470 South Street, and various small projects related to the Labor Day 2013 storm drainage remediation (\$203,500).

BROOKS AND CULVERTS – REPAIR AND MAINTENANCE This program addresses poorly draining brooks, streams, waterways and culverts throughout the Town that have been severely damaged by heavy rains/storms in the past. Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the situation has resulted in the loss of useable abutting property and flooded basements. Brook and culvert repair and maintenance is a component of the Town's NPDES permit under Environmental Protection Agency (EPA) regulations. Unless circumstances dictate otherwise, FY2016 funding is planned for continued wall repair along Rosemary Brook (\$80,000).

ARTICLE 43: APPROPRIATE FOR CENTRAL AVENUE/ELLIOT STREET BRIDGE CONSTRUCTION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$2,000,000 for reconstruction and repair of the Central Avenue/Elliot Street bridge, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: In the spring of 2013, the Central Avenue/Elliot Street Bridge was identified by the State as having structural deficiencies. The Town of Needham and the City of Newton engaged a structural engineer to further evaluate the bridge. The monitoring that was conducted provided sufficient information for the two communities to determine the type of repairs needed. While less extensive than the worst case scenario of a total replacement, the repairs will require that the bridge be shut down for a period of time. The construction estimate for the project is based on the cost of rehabilitation, which is referred to as the "root canal" approach. This will require supporting the structure, removing the

asphalt and dirt interior of the bridge and the replacing it with concrete. This methodology also accounts for the need to preserve the historic nature of the bridge. The requested funding is for the Town's share of the project - costs will be shared equally with the City of Newton.

ARTICLE 44: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$120,500 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Specialty Equipment	\$70,500	
Sewer	Sewer Service Connections	\$50,000	
		\$120,500	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

SEWER SPECIALIZED EQUIPMENT This request is for a new piece of equipment that will be used to clean sewer lines and drains in difficult to access and/or remote locations that cannot be reached by standard methods using existing equipment. This easement machine will attach to the existing vactor truck or jet truck and is able to jet clear sewers and drains that cannot be reached by the existing equipment. This would be used to perform preventative maintenance in areas that are not presently being reached by machinery and must be hand-serviced, and to respond more effectively to sewer back-ups.

SEWER SERVICE CONNECTIONS The primary purpose of this program is to install sewer service connections in advance of roadway resurfacing or reconstruction. There are 108 homes that have access to sewer mains, but which have no lateral connections to the street. These residents have chosen not to connect to the sewer system at this time. The purpose of this request is to provide the lateral sewer line from the sewer main to the property line so that the homeowners may connect should they choose to or should their septic systems fail. The lateral sewer line is to be installed at least one year prior to a road reconstruction/paving project. If the services are not replaced prior to roadway improvements, an element of the subsurface infrastructure remains susceptible to failure before the useful life of the reconstructed roadway has been realized.

ARTICLE 45: APPROPRIATE FOR SEWER PUMP STATION IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$550,000 for Sewer Pump Station Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that \$116,143 be transferred from Article 59 of the 1998 Annual Town Meeting, and \$433,857 be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
 FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: As part of the Wastewater System Master Plan, several of the wastewater pumping stations were evaluated to assess their physical condition and capacity, and to evaluate current and future flow projections. Canister pump stations at Lake Drive, Cooks Bridge (Milo Circle), Alden Road and Reservoir "A" are each either at or beyond their design life. Constant maintenance and emergency shutoffs occur more frequently, and the stations require an increasing level of resources to remain operational. FY2016 funding is targeted for engineering, design and construction of the Reservoir "A" Station.

ARTICLE 46: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$976,604 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Water	Fleet Replacement Program	\$41,604	
Water	Mobile Record Keeping Devices GIS	\$35,000	
Water	Service Connections	\$200,000	
Water	Water Supply Development	\$700,000	
		\$976,604	

INSERTED BY: Board of Selectmen
 FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

CORE FLEET REPLACEMENT Unless circumstances require otherwise, FY2016 Water Core Fleet replacement includes the following:

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
21	Water	2010	F-150 Pick-up	F-250 Pick-up	31,729	\$41,604

MOBILE RECORD KEEPING DEVICES This funding will support an upgrade in the manner in which the Department of Public Works conducts data collection, data retrieval, and work order completion in the field. The Department is presently working with updated Geographic Information System (GIS) and database software that will interact with portable devices to provide Department field staff on-site access to valuable data. The software will enable personnel to upload and update record drawings within hours as opposed to the months that it currently takes to update these same records. The mobile record-keeping devices will enable personnel to retrieve information at the scene of a job site rather than traveling to the Public Works Department to search out the information, thereby reducing response time. This will allow employees to more quickly locate shut off valves during emergency situations that could negatively impact homeowners and business owners. Additionally, these devices will

provide onsite access to work orders and records, such as catch basin records, that will allow real time updating and retrieval of data. These devices will be placed in a pool, and staff who requires them to conduct their daily functions will sign them out as needed. This request is to purchase mobile devices and to scan existing drawings into the network for remote access. Project funding will support 12 devices (\$20,000) and scanning and coding (\$15,000).

WATER SERVICE CONNECTIONS The primary purpose of this program is to remove old iron pipe water services that may contain lead from the water distribution system. Old water services are to be replaced at least one year prior to a road reconstruction/paving project. If the services are not replaced prior to roadway improvements, an element of the subsurface infrastructure remains susceptible to failure before the useful life of the reconstructed roadway has been realized. The FY2016 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule. System wide, there are approximately 2,500 services that still need to be replaced.

WATER SUPPLY DEVELOPMENT In April 2013, the Town redeveloped Well #3, restoring the yield of the well to approximately one third of its original capacity. The original capacity of the well was 50 gallons per foot, and the redevelopment brought the well up to 18 gallons per foot. (Prior to redevelopment, the yield of the well was as low as five gallons per foot). Since this last redevelopment in April 2013, the well is already showing signs of losing further capacity, and is pumping seven gallons per foot as of September 2014. Water supply development funds for FY2015 had been intended for the design and engineering of a new fourth well. Based on the condition of Well #3, this funding has been redirected to the replacement of Well #3. The permitting process with the Massachusetts Department of Environmental Protection (DEP) for this replacement would be considerably shorter - approximately one year - rather than the longer process required for establishing a new well. Once the capacity in Well #3 has been reestablished, planning for the fourth well will begin. The fourth well at the Charles River Well Field would provide reliability and redundancy while other wells are taken offline for routine maintenance or repair.

ARTICLE 47: APPROPRIATE FOR WATER SYSTEM REHABILITATION PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$820,500 for the Water System Rehabilitation Program, to be spent under the direction of the Town Manager, and to meet this appropriation that \$3,575 be transferred from Water Retained earnings, \$12,703 be transferred from Article 56 of the May 2001 Annual Town Meeting, \$15,000 be transferred from Article 58 of the 2001 Annual Town Meeting, \$9,131 be transferred from Article 51 of the 2003 Annual Town Meeting, \$13,082 be transferred from Article 53 of the 2003 Annual Town Meeting, \$14,583 be transferred from Article 52 of the 2004 Annual Town Meeting, \$10,025 be transferred from Article 50 of the 2005 Annual Town meeting, \$11,409 be transferred from Article 46 of the 2007 Annual Town Meeting, \$18,000 be transferred from Article 46 of the 2008 Annual Town Meeting, \$9,740 be transferred from Article 48 of the 2008 Annual Town Meeting, \$58,166 be transferred from Article 39 of the 2010 Annual Town Meeting, \$10,086 be transferred from Article 45 of the 2011 Annual Town Meeting, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$635,000 under M.G.L. Chapter 44, Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract

with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town's water infrastructure is routinely analyzed to assess functionality and performance, and to identify areas in need of repair. Water infrastructure requires ongoing attention and periodic replacement. Portions of the Town's water infrastructure are 75+ years old and approaching the end of their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a reliable supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, FY2016 funding will support the construction of new 8 inch water mains on Pleasant Street from Howland Street to Dedham Avenue (1,160 lf) and on Norfolk Street from Warren Street to Webster Street (1,300 lf).

TOWN RESERVE ARTICLES

ARTICLE 48: APPROPRIATE TO THE OPEB TRUST FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$160,000 to the OPEB Trust Fund, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of the OPEB (Other Post Employment Benefits) Trust is to set aside funds for the Town's retiree health and life insurance obligations. The Town began funding this program in 2002, and converted to fully-funding the plan on an actuarial basis in FY2008. From time to time, as funds become available for one-time use, the Town supplements the Annual Required Contribution (ARC) that is appropriated in the Townwide Expenses section of the operating budget. This has the effect of reducing the Town's unfunded liability more quickly.

ARTICLE 49: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$1,026,412 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$20,712 be transferred from Article 4 of the March 3, 2008 Special Town Meeting, \$160,000 be transferred from Overlay Surplus, and \$845,700 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2012 Annual Town Meeting authorized the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures. The November, 2014 balance in the fund was \$942,000. The replacement of the synthetic turf fields at Memorial park and DeFazio Field Complex is estimated to be \$2.5 million in the 2020 timeframe, and \$366,412 of the recommended appropriation is intended for these fields: \$45,700 from the annual method of benchmarking to the Park and Recreation administrative fee receipts, \$20,712 to be transferred from the balance of the DeFazio track article, and \$300,000 from Free Cash. An additional \$300,000 per year will be recommended over the next four years, if circumstances permit, to fully fund the synthetic turf replacement. The recommended appropriation also includes \$660,000 intended for the for the renovation or reconstruction of the Memorial Park Building. Additional funds will be recommended over the next several years, as circumstances permit, and a feasibility study for the Memorial Park building will be included in the FY2017 – FY2021 capital improvement planning process.

ARTICLE 50: OMNIBUS

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

INSERTED BY: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

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

Given under our hands at Needham aforesaid this 10th day of February 2015.

JOHN A. BULIAN, *Chairman*
MAURICE P. HANDEL, *Vice Chairman*
MATTHEW D. BORRELLI, *Clerk*
MARIANNE B. COOLEY
DANIEL P. MATTHEWS

Selectmen of Needham

A true copy,
ATTEST

_____ 2015
Constable (month) (day)

DRAFT



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

MEETING DATE: 04/15/2015

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

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



Town of Needham-DPW
Parks and Forestry Division

500 Dedham Ave.
Needham, MA 02492
781-455-7550, ext. 316

April 10, 2015

Board of Selectmen
1471 Highland Avenue
Needham, MA 02492

Dear Members of the Board:

Nationally each year, Arbor Day is celebrated in April. This year, the Parks and Forestry Division will be celebrating Arbor Day with the elementary students of the Eliot Elementary School. We will be handing out informational packets and Dogwood tree seedlings for the children to bring home. In addition to this celebration we will be having a second celebration on April 24, 2015 with the Townspeople of Needham on the Town Common. The focus of this event will be to celebrate the planting of the newly installed Blue Tree. We will be handing out Sugar Maple seedlings for all to take home. To formalize the event, please vote to approve and sign the 2015 Arbor Day Proclamation.

Sincerely,

Edward Olsen
Tree Warden / Supt. Parks and Forestry Div.

**Town of Needham
Board of Selectmen
Minutes for March 24, 2015
Selectmen's Chamber
Needham Town Hall**

6:30 p.m. Informal Meeting with Citizens: No Activity.

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

7:00 p.m. Public Hearing - Eversource Energy - Pine Street:

Maureen Carroll, Eversource Energy representative appeared before the Board requesting permission to install 23 feet of conduit from pole 140/6. She said this work is necessary to provide underground electric service at 67 Pine Street, Needham.

Ms. Fitzpatrick noted all paperwork is in order.

Mr. Bulian invited public comment. No comments were made.

Motion by Mr. Handel that the Board of Selectmen approve and sign a petition from Eversource Energy to install 23 feet of conduit from pole 140/6. This work is necessary to provide underground electric service at 67 Pine Street, Needham.

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

7:01 p.m. Public Hearing - Eversource Energy - Whitman Road:

Maureen Carroll, Eversource Energy representative appeared before the Board requesting permission to install 36 feet of conduit from pole 416/5. She said this work is necessary to provide underground electric service at 54 Whitman Road, Needham.

Ms. Fitzpatrick noted all paperwork is in order.

Mr. Bulian invited public comment. No comments were made.

Motion by Mr. Handel that the Board of Selectmen approve and sign a petition from Eversource Energy to install 36 feet of conduit from pole 416/5. This work is necessary to provide underground electric service at 54 Whitman Road, Needham.

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

7:04 p.m.

Appointments and Consent Agenda:

Motion by Mr. Handel that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS

**Commission on Disabilities Barbara Moss (term expires 6/30/2018)
Golf Course Advisory Committee Jack Heavey (term expires 6/30/2016)**

CONSENT AGENDA

- 1. Approve and sign a letter to NAIOP Massachusetts, a Commercial Real Estate Development Association, for inclusion in marketing materials for a guided tour of commercial properties in the 128 corridor including Westwood, Needham, Newton, Waltham, Lexington and Burlington.**
- 2. Approve Open and Executive Session Minutes from March 10, 2015 meeting.**
- 3. Approve Special One Day Wines & Malt Beverages license for John Grugan, of the Charles River Center to hold its Charles River Center 5K run/1mile walk event on September 27, 2015 from 12:00 p.m. to 3:00 p.m. This event will be held at the Charles River Center, 59 E. Militia Heights Drive, Needham.**
- 4. Approve Special One Day Wines & Malt Beverages license for David Volante of Volante Farms to host its "Designs and Drinks: Container Gardening" event on April 11, 2015 from 3:00 p.m. to 5:00 p.m. The event will be held in the greenhouse of Volante Farms, 292 Forest Street, Needham.**
- 5. Water and Sewer Abatement Order # 1195.**
- 6. Accept the following donations made to the Needham Park and Recreation Commission for its Arts in the Parks program: \$700 from Louise Condon; \$700 from Middlesex Savings Bank; and \$700 from Dedham Savings Bank.**

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

7:04 p.m.

Hillside School Phase IV Supplemental Remedy Implementation Plan:

Luke Legere, Special Counsel and Rick Cote, Licensed Site Professional appeared before the Board with an outline of the Phase IV Supplemental Remedy Implementation Plan for the Hillside School developed by Lord Associates for Microwave Development Labs (MDL).

Mr. Legere gave a brief history regarding contamination of groundwater since first reported and discovered at the site by Massachusetts Department of Environmental Protection in 1985. Mr. Legere noted cleanup of the site has been ongoing and said in 2010 Microwave Development Labs submitted a Phase IV Remedy Implementation Plan for the Hillside School Site. He said the plan included testing that showed conditions have generally improved across the site, with one remaining area to the west of the Hillside School where contamination levels remain high. He noted the Phase IV Supplemental Remedy Implementation Plan is focused on the areas where contamination levels are high.

Rick Cote explained the Phase IV Supplemental Remedy Implementation Plan, noting a chemical solution will be injected into the contaminated groundwater through a series of wells located up hill to the school's northeast side. He showed a site plan provided by Lord Associated, Inc.

Ms. Fitzpatrick noted the TCE's under the school are a known quantity and are being managed with a sub-slab depressurization system. She asked Mr. Cote to speak about safety of the school. Mr. Cote explained the system under the school, noting as a protective measure the school floor has been sealed and a depressurization system has been installed, which pulls air from underneath the school slab that is vented, treated, and tested. He said continuous testing occurs in the school. He commented should a new school be built on the site, the same type of system would be part of the construction. He said treatment is a pre-emptive strike on eliminating contamination, and is over and above what is already being done to protect indoor air of the school.

Ms. Cooley asked whether the school should be used during the summer/off season when the plan is likely to be implemented. Mr. Cote said the only safety concern relates to the actual construction vehicle and workers when they are on-site. He commented once the injection is done, the equipment is moved off site, and it's roughly about a one or two week period. He said workers will evaluate the effectiveness of the treatment, and may repeat the process during another window when the school is not being used.

Mr. Borrelli asked about the short and long term effectiveness of the treatment, and about MDL's financial responsibility for ongoing maintenance should a school be built on the site in the future. Mr. Cote explained that "success" under the Massachusetts Contingency Plan is "no significant risk" in that a level of success has been achieved by ensuring that the air inside the school meets or is well below standards, which has been met. He commented the groundwater under the school must meet GW2 standards (vapors), as well as the levels that pass the school and go into the wetlands. Mr. Cote said the first level of "success" is to protect the public health, which they've essentially done, and to protect the environment, which is the next step. He said MDL is responsible until the GW2 standard is met underneath the school and the GW3 standard is met at the point of discharge to the wetlands. Mr. Borrelli asked Mr. Cote his opinion on how the Plan would impact the feasibility of building a future school at the Hillside site. Mr. Cote said the advantage of a new school is that design of the foundation will include a depressurization system, rather than a retrofit. Mr. Legere commented MDL will remain responsible for any costs. Mr. Bulian asked if MDL has the money available to pay for processes that may need to be done. Mr. Legere commented MDL is required to pay monies up front, but there is no guarantee MDL will be in existence forever.

Ms. Fitzpatrick asked Mr. Legere to discuss the comments submitted by the Town to DEP in response to the draft Phase IV Supplemental Remedy Implementation Plan. Mr. Legere categorized the comments as asking DEP to take a close look at whether more could be done in terms of remediation efforts.

Ms. Cooley said she thought MDL had expressed concern about the Town's building a new school on the site, and the degree to which the company's liability continued. Mr. Legere said he would expect MDL to object and continue to state it is not liable. He said, however, responses to MDL have very clearly stated they are liable and why, citing the State of Massachusetts Superfund law, case law, and in the consent decree.

The Board thanked Mr. Legere and Mr. Cote for the discussion.

7:25 p.m. 2015 Annual Town Meeting - Retiree COLA Base:
Robert Mearls, Member, Needham Retirement Board and Evelyn Poness, Chairman, Needham Retirement Board appeared before the Board to discuss the Needham Contributory Retirement Board's recommendation to increase the base upon which retiree cost of living (COLA) adjustments are calculated - from \$12,000 to \$14,000.

Mr. Mearls reviewed a handout titled "Town of Needham Contributory Retirement System - Increase in Retiree Cost-of-Living Base Adjustment, dated March 24, 2015. He stated the COLA base was last increased in 1998. He said the Retirement Board recommends raising the COLA base to \$14,000 effective July 1, 2015, noting Town Meeting approval is required.

Ms. Fitzpatrick noted Elizabeth Dennis, HR Director was in attendance.

The Board thanked Mr. Mearls and Ms. Poness for the update.

7:35 p.m. DPW Projects Update:
Richard Merson, DPW Director, Anthony Del Gaizo, Town Engineer, and Rhain Hoyland, Highway Superintendent appeared before the Board with a DPW Projects Update.

1. DPW Related Annual Town Meeting Items

Sidewalk Needs Assessment (Article 12 - Annual Town Meeting Warrant)

Mr. Merson discussed the Sidewalk Needs Assessment, which primarily focuses on school walking routes, and other routes including commuter walkways and adding sidewalks where there currently are none, or where one sidewalk, rather than two, is appropriate.

Mr. Hoyland said that Needham has 200 miles of sidewalks, according to a consultant working with the Town. Mr. Hoyland discussed the process of assessing

the sidewalks, which includes an inventory and condition analysis. He said the study will help prioritize needs. He noted outsourcing the work is much less costly than doing the work in-house with respect to sidewalk work; conversely much finish work associated with road projects is more cost-effective to provide in-house.

2. Eliot Street Bridge Reconstruction

Mr. Del Gaizo showed the Board photos of the Eliot Street Bridge from the south side. He noted the Town is in agreement with the City of Newton to share costs of reconstruction, totaling approximately \$4,000,000. He explained the reconstruction process. He commented the project would require the bridge be closed to traffic from approximately July, 2016 until December, 2016.

Mr. Bulian noted the bridge is heavily travelled and asked how traffic will be re-routed. Mr. DelGaizo said timing of the shut down has been carefully planned to begin after the majority of construction is completed at Kendrick Street, and before heavy work starts on Highland Avenue. He said traffic will be re-routed to Highland Avenue and other routes will be developed. Mr. Bulian said Hunnewell Street and Cedar Street will also be an outlet for traffic. Mr. Merson commented Webster Street up to Highland Avenue will also be used.

Mr. Handel commented on the small businesses on each side of the bridge noting they will have a substantial loss of business due to construction. He asked if the construction company will have an incentive to finish the project early. Mr. Del Gaizo agreed the construction company should have an incentive. Mr. Borrelli concurred.

3. Route 128 Add-A-Lane: Highland Avenue Eversource Conduit Relocation

Mr. Merson said installation of conduit is to be located near the new bridge at Kendrick Street that is within the State ROW, and while no grant of location is required, he felt it necessary to keep the Board apprised of the situation.

4. RTS Roll-Off Replacement Program (Article 15 - Annual Town Meeting Warrant)

Mr. Merson commented the Town has 32 40-yard open top containers in use. He said some are in very poor shape and a budget request to replace up to six containers has been made.

The Board thanked Mr. Merson, Mr. Del Gaizo, and Mr. Hoyland for the update.

8:07 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 6 items to discuss:

1. Water Restriction Update & Water Management Act Comment Letter

Ms. Fitzpatrick and Mr. Merson provided the Board with a status of the Town's water use in calendar year 2014. Ms. Fitzpatrick said the Town's use in CY2014 hovered around the 65 residential gallons cap per person, per day. She commented on plans for the 2015 mandatory non-essential outdoor water use restriction, and a

proposed letter to Governor Baker regarding the Water Management Act. Ms. Fitzpatrick said one of the options for communities to consider as an alternative to the two-day per week watering schedule is to tie the non-essential outdoor watering restriction to the level of the Charles River at the USGS Gauge in Waltham. Ms. Fitzpatrick said the restriction must be declared each time the reading falls below certain thresholds and, therefore recommends continuing the current two day/week watering schedule this year. She reviewed the proposed letter to Governor Baker.

Ms. Cooley asked if it is the summer water use that is driving Needham over the threshold and whether best practices are being implemented across the Town.

Motion by Mr. Handel that the Board approve and sign a letter to Governor Baker outlining the Town's objections to the pending Water Management Act Regulation changes.

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

2. Open Special Town Meeting Warrant

Ms. Fitzpatrick reviewed a draft of the Special Town Meeting Warrant dated May 11, 2015. She said the Warrant is scheduled to be closed on April 7, 2015.

Motion by Ms. Cooley that the Board vote to open the warrant for the May 11, 2015 Special Town Meeting.

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

3. Statement of Interest Mitchell School and Pollard School

Ms. Fitzpatrick said that at its meeting on March 17, 2015 the School Committee authorized the Superintendent to submit MSBA Statements of Interest for the Mitchell School and the Pollard School. She said Statements of Interest for these two schools were also filed in calendar year 2014. The Hillside School has been accepted for participation in the MSBA process. A vote of the Board of Selectmen is required for the submission.

Motion by Mr. Handel that the Board of Selectmen vote as follows:

Resolved: Having convened in an open meeting on March 24, 2015, prior to the closing date, the Board of Selectmen of Needham, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 25, 2015 for the Mitchell School, located at 187 Brookline Street, Needham, Massachusetts, which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority in the future: Priority No. 2: Elimination of severe overcrowding; and Priority No. 7: Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements; and hereby further specifically acknowledges that by submitting this Statement of

Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority.

Resolved: Having convened in an open meeting on March 24, 2015, prior to the closing date, the Board of Selectmen of Needham, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 25, 2015 for the Pollard School, located at 200 Harris Avenue, Needham, Massachusetts, which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority in the future: Priority No. 2: Elimination of severe overcrowding; and Priority No. 7: Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority.

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

4. Parking Lot Naming

Ms. Fitzpatrick recommended that the Board vote to name the new permit parking lot at the corner of Lincoln Street and School Street as the Kimball Lot in observance of the school that was located there in the 19th century.

Mr. Borrelli commented on the possibility of placing a plaque at the site where the Needham Community Council once stood honoring Stephanie Kalin, Executive Director of the Needham Community Council from 1963-1997.

Motion by Mr. Handel that the Board vote to name the new permit parking lot at the corner of Lincoln Street and School Street the Kimball Lot.

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

5. 2015 Annual Town Meeting Preparation

Ms. Fitzpatrick discussed with the Board preparation for the 2015 Annual Town Meeting. She said changes to the final draft warrant reflect the final vote of the Community Preservation Committee on the CPA articles, and includes the restructuring of articles to group the two High School construction articles together, a reduction of the Central Avenue/Eliot Street Bridge appropriation from \$4 million to \$2 million to reflect the commitment by the City of Newton, and a proposed

reallocation of funds from the OPEB Trust Fund to the Athletic Facility Stabilization Fund.

**Motion by Mr. Handel that the Board vote to amend the 2015 Annual Town Meeting warrant by changing the amount of the OPEB Trust Fund to \$160,000 and the amount of the Athletic Facility Stabilization Fund to \$1,026,412.
Second: Mr. Borrelli. Unanimously approved 5-0.**

6. Town Manager's Report

Ms. Fitzpatrick reported the Blue Tree has been taken down, and showed photos of the removal. She said some of the wood has been saved and proposed that some of it could be turned into projects that benefit the Town. Some suggestions have included artwork, canes, canoes, sculpture, and ornaments.

Ms. Fitzpatrick reported that Governor Baker has released \$30 million State-wide for "rapid winter recovery." She said the Town will be receiving \$137,000 to be used by June 30, 2015. She said the Town will put the money to use immediately filling potholes.

7:45 p.m. Board Discussion:

1. Committee Reports

No Committee Reports were made.

8:35 p.m. Executive Session: (Exceptions 3 & 6)

Motion by Mr. Handel 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.

Exception 6 - To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. Not to return to open session prior to adjournment.

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

A list of all documents used at this Board of Selectmen meeting is available at:
<http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID=>

Note: The meeting adjourned at 9:25 p.m.

**Town of Needham
Board of Selectmen
Minutes for April 7, 2015
Selectmen's Chamber
Needham Town Hall**

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

7:00 p.m. Babson College Scholarships:
Melissa Shaak, Director of Financial Aid, Babson College appeared before the Board to discuss scholarship recommendations to local residents. Ms. Shaak said she and Mr. Bulian met earlier in the week to review the applications, and commented it is a pleasure for Babson College to support Needham residents with scholarships.

Motion by Mr. Handel that the Board of Selectmen vote to award the Town of Needham Babson Scholarships to the following applicants:

Zachary Kohl	Current freshman
Jordan Cohen	Current junior
Matthew Leskanic	Current junior
Daniel Higgins	Admitted for 2015-2016

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

7:02 p.m. Appointments and Consent Agenda:
Motion by Mr. Borrelli that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS: No Appointments were made at this meeting.

CONSENT AGENDA

- 1. Approve a Special One Day All Alcoholic Beverages License for Stephen Pitocchelli of the Village Club to host the Broadmeadow School Fundraiser event on April 11, 2015 from 4:00 p.m. to 11:00 p.m. The event will be held at the Village Club, 83 Morton Street, Needham.**
- 2. Approve a Special One Day All Alcoholic Beverages License for Stephen Pitocchelli of the Village Club to host a 50th Birthday Party on April 24, 2015 from 6:00 p.m. to 11:00 p.m. The event will be held at the Village Club, 83 Morton Street, Needham.**
- 3. Approve a Special One Day All Alcoholic Beverages License for Stephen Pitocchelli of the Village Club to host a 40th Birthday Party on April 25, 2014**

from 6:00 p.m. to 11:00 p.m. The event will be held at the Village Club, 83 Morton Street, Needham.

4. **Accept a donation of a small upright piano made to the Friends of the Center at the Heights from Maureen F. Carey of Needham. The estimated cost of the piano is \$300.**
5. **Accept donation of 300 Hoodsie Ice Cream cups, and 300 spoons at a value of \$120 for the Memorial Day observation to be held on May 25, 2015 from Roche Brothers, Needham.**
6. **Accept the following donation made to the Needham Park and Recreation Commission for its Arts in the Parks program: \$700 from the Needham Exchange Club.**
7. **Water and Sewer Abatement Order #1196**
8. **Sign 4 copies of the NIPEA collective bargaining agreement and related MOA.**

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

7:03 p.m.

Approval of Sale of Bonds and Notes:

Dave Davison, Assistant Town Manager/Finance and Evelyn Pones, Town Treasurer/Collector appeared before the Board to review the results of the bond and note sales and discuss the S&P rating. Mr. Davison asked the Board for its approval on the sale of bonds and notes. He said he was pleased to report to the Board that it was determined that three previous bond issues could be refinanced, resulting in a lower interest rate and a net result saving of over \$1,000,000 in interest expense over the life of the loan.

Motion A

Motion by Mr. Handel that in order to reduce interest costs, the Treasurer is authorized to issue refunding bonds, at one time or from time to time, pursuant to Chapter 44, Section 21A of the General Laws, or pursuant to any other enabling authority, to (i) current refund the Town's \$6,827,000 General Obligation Bonds dated June 1, 2005 and maturing on June 1 of the years 2016 through 2025, inclusive, in the aggregate principal amount of \$2,825,000 on June 1, 2015, (ii) advance refund the Town's \$11,970,000 General Obligation Bonds dated November 1, 2006 and maturing on May 1 of the years 2017 through 2026, inclusive, in the aggregate principal amount of \$5,150,000 on May 1, 2016, and (iii) advance refund the Town's \$4,470,000 General Obligation Municipal Purpose Loan of 2007 Bonds dated June 15, 2007 and maturing on November 15 of the years 2017, 2020 and 2022 in the aggregate principal amount of \$1,200,000 on November 15, 2016 (collectively, the "Refunded Bonds") and that the proceeds of any refunding bonds issued pursuant to this vote shall be used to pay the principal, redemption premium and interest on the Refunded Bonds and costs of issuance of the refunding bonds.

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

Motion B

Motion by Mr. Handel that the sale of the \$13,425,000 General Obligation Municipal Purpose Loan of 2015 Bonds of the Town dated April 15, 2015 (the “Bonds”), to J.P. Morgan Securities LLC at the price of \$14,817,137.74 is hereby approved and confirmed. The Bonds shall be payable on November 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2015	\$860,000	2.00%	2025	\$610,000	4.00%
2016	1,390,000	3.00	2026	160,000	4.00
2017	1,560,000	4.00	2027	160,000	2.50
2018	1,535,000	4.00	2028	160,000	3.00
2019	1,110,000	4.00	2029	160,000	3.00
2020	1,100,000	4.00	2030	160,000	3.00
2021	1,100,000	4.00	2031	160,000	3.00
2022	1,090,000	4.00	2032	155,000	3.00
2023	900,000	4.00	2033	155,000	3.00
2024	900,000	4.00			

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

Motion C

Motion by Mr. Handel to approve the sale of a \$795,000 0.40 percent General Obligation Bond Anticipation Note of the Town dated April 15, 2015, and payable June 15, 2015 (the “Note”), to Century Subsidiary Investments Inc. III at a price of 100% of par.

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

Motion D

Motion by Mr. Handel that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated March 24, 2015, and a final Official Statement dated April 1, 2015 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

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

Motion E

Motion by Mr. Handel that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated March 24, 2015, and a final Official Statement dated April 1, 2015, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

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

Motion F

Motion by Mr. Handel that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

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

Motion G

Motion by Mr. Handel to authorize the execution and delivery of a Refunding Escrow Agreement to be dated April 15, 2015, between the Town and U.S. Bank National Association as Refunding Escrow Agent.

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

Motion H

Motion by Mr. Handel that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing and Significant events disclosure undertakings in compliance with SEC Rule 15c2-12 in such forms as may be approved by bond counsel to the Town, which undertakings shall be incorporated by reference in the Bonds and Notes, as applicable, for the benefit of the holders of the Bonds and Notes from time to time.

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

Motion I

Motion by Mr. Handel that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures in such form as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and Notes.

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

Motion J

Motion by Mr. Handel that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

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

Mr. Bulian acknowledged Tedi Eaton, Town Clerk is in attendance as witness.

Mr. Davison explained the action taken by the Board will refinance the Eliot School, Needham High School, and water utility projects. He said proceeds will also finance land purchased by the Town on Chestnut Street, the DPW garage bay project, road improvements, soil remediation at the RTS, design funding for Reservoir B pump station, St. Mary's water pump station, the Town Hall project, water main improvements, and design of the Central Avenue/Eliot Street bridge.

7:15 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 2 items to discuss:

1. Non Essential Out-door Water Use

Ms. Fitzpatrick recommended that the Board vote to maintain the two-day per week calendar-triggered non-essential outdoor water use restriction for calendar year 2015.

Motion by Mr. Handel that the Board vote to maintain the two-day per week calendar-triggered non-essential water use restriction for calendar year 2015.

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

Ms. Cooley asked whether the Town plans to do anything differently this year in order to get below the 65 gallon per person/per day threshold. Ms. Fitzpatrick said the Town basically met the 65 gallon standard, and said the education campaign and monitoring of high users will continue. She commented a new Water/Sewer Superintendent will be hired and will oversee the situation.

Mr. Borrelli noted other potential ramifications, including higher water bills, should the Town fall below 65 gallons per person/per day.

Mr. Matthews said it is worth noting the reason for the vote is not because the Board feels it is the best policy, but because the policy is the best alternative available to the Town. He said progress has been made and suggested the public think carefully about their outdoor water needs.

2. Close Special Town Meeting Warrant

Motion by Mr. Handel that the Board vote to close the warrant for the May 11, 2015 Special Town Meeting, subject to minor technical corrections to be made by the Town Manager, Town Counsel, and Bond Counsel.

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

Mr. Bulian noted this is the last meeting before the Town election on April 14, 2015 and acknowledged his time serving as Chairman. He recognized the many accomplishments throughout the year and thanked the Board for their work.

8:35 p.m.

Executive Session: (Exceptions 3 and 6):

Motion by Mr. Handel 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.

Exception 6 - To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. Not to return to open session prior to adjournment.

Second: Mr. Borrelli. Mr. Bulian 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 adjourned at 7:50 p.m.



Town of Needham, Massachusetts Road Event Form

INTERNAL USE ONLY

<input checked="" type="checkbox"/> DPW	<input checked="" type="checkbox"/> Police
<input checked="" type="checkbox"/> Fire	<input type="checkbox"/> OTM
<input checked="" type="checkbox"/> Park & Rec	<input type="checkbox"/> Paid
<input type="checkbox"/> PPD	

TYPE OF EVENT: (check all that apply)

RUN WALK BICYCLE MOTORCYCLE

Name of Event: Christina Clarke
Genco, Mother's Day Memorial
Ride

Name of Organization: The
Christina Clarke Genco Foundation

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

If yes, name of Town and date:
Ath Ride through Needham

Organization Mailing Address: P.O. Box 61092
Needham MA 02461

Organization
is
Not-for-Profit

Organization Billing Address (if Police Detail is required):

SAME AS ABOVE

Primary Contact:
Caroline Genco

Contact Title:
President

Contact Address: 54 Lakewood Rd
Needham MA 02461

Contact Phone (Day):
617-414-5305

Contact Phone (Cell):
617-610-5305

Contact Email:
caroline.genco@gmail.com

Event Date(s):
May 10, 2015

Date Expected to be in Needham:
May 10 2015

Earliest Time Expected in Needham: 9 AM	Latest Time Expected in Needham: 3:30 PM
Number of Expected Participants: 200	Number of Expected Spectators at Peak Time: 0
Are participants charged a fee? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Estimated Number of Vehicles: 0	What type of Parking is required: None
Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked: No parking	
Are event organizers available to meet with members of the Town to plan event? Yes	
Do event organizers foresee the need for any road closures (subject to police review)? No	
What will be done in case of inclement weather? Ride will be held	
Will neighborhoods be impacted by parking and traffic? No	
What activities are planned for the start of the race (if in Needham)? N/A	
What activities are planned for the end of the race (if in Needham)? N/A	
What facilities are needed for the start of the race (if in Needham)? N/A	

<p>What facilities are needed for the end of the race (if in Needham)?</p>	<p>NA</p>
<p>Once the event begins, how long will it take to complete the event?</p>	<p>4 hours</p>
<p>Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?</p>	<p>Yes - signs will be removed at the end.</p>
<p>Will volunteers be placed along the route?</p>	<p>Yes</p>
<p>Will you be using a sound system? (includes music) If yes, please describe where and when it will be used.</p>	<p>NO</p>
<p>Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)</p>	<p>NO</p>
<p>Will portable toilets be used? List locations.</p>	<p>Yes - at Rest stop - DCR Parking lot - Subm</p>
<p>Will hydration stops be set up along route? If yes, please include these on route plan.</p>	<p>application to DCR for use. Only at rest stop</p>
<p>If the event takes place after dark, what is the plan to meet lighting needs?</p>	<p>NA</p>
<p>What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?</p>	<p>Rest stop as First-Aid Police Support</p>
<p>Does the event take place during commuter times?</p>	<p>None</p>
<p>Is school in session during the event? Will school drop off or pick up be impacted by the event?</p>	<p>NA</p>
<p>Are businesses open during the time of the event?</p>	<p>Some</p>
<p>Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)</p>	<p>NO</p>
<p>Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event?</p>	<p>A few</p>
<p>What is the plan to handle trash?</p>	<p>Only trash at rest stop - will be removed</p>

Heri

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

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

**The Christina Clarke Genco Mother's Day Memorial Ride
Sunday, May 10, 2015**

The fourth annual Christina Clarke Genco Mother's Day Memorial Ride will be held on May 10, 2015 to support the Christina Clarke Genco Foundation. The memorial ride will commemorate Christina Genco's life and raise funds for the three CCF Foundation funds listed below. Christina was the Group Leader and was on her second service trip with Bike & Build, riding her bicycle across the U.S. to raise funds and awareness for affordable housing, when a tragic accident took her life at the age of 22. Christina's short journey through life was driven by her passion for helping others. She will always be remembered for her gentle spirit, athleticism, creativity, and commitment to making a difference in the world at such a young age.

About the CCG Foundation

The mission of the Christina Clarke Genco Foundation is to inspire youth through athleticism and community service. We encourage young people to channel their energy towards the development of skills and personal qualities that will enhance their life. We believe in encouraging a generation to find their passion- while making a difference in their communities, and enhancing the well being of their friends and families.

The Foundation concentrates on 3 established funds: 1) Affordable Housing; 2) Athletic Scholarship; and 3) Safe Biking. The Affordable Housing Fund provides volunteer and financial support to affordable housing organizations for the construction of homes. The Athletic Scholarship Fund provides recipients with an award to cover the costs for their participation in team sports and, in return, the recipients make a commitment to pursue volunteer activities in service to their community. The Safe Biking Fund implements safety education and awareness for drivers and cyclists, distributes bicycle maps, safety packets, and safety equipment to local residents and college students.

About the Ride

The 2012, 2013, and 2014 Mother's Day Memorial Rides were a huge fundraising success with over 300 cyclists and over 100 volunteers coming together for a day of family fun, filled with food, live music, prizes, and the joy of giving back to the community. The majority of funds raised in previous Rides went to support affordable housing projects in partnership with Bike & Build and Habitat for Humanity. The 2015 Mother's Day Memorial Ride will continue in this tradition and will offer routes of varying distances to appeal to riders of different abilities. The distances of the routes reflect the number 34 in honor of Christina's lacrosse jersey number and include the following:

- Family ride – 11AM start
- 17 mile ride- 10AM start
- 34 mile ride- 9AM start
- 68 mile ride- 7:30 AM

The registration fee for the Family ride is per \$35 per family and children under 16 ride free. For the 17, 34, and 68 mile rides the registration fee is \$45 per person. In addition to the registration fee, although not required, we encourage riders to set a personal fundraising goal. All funds raised will support the overall mission of the Foundation. The Mother's Day Ride will begin and end at Newton City Hall. A Safe Biking Clinic will be offered on-site in partnership with Bike Newton (bikenewton.org). Cycle Loft (cycleloft.com) will provide overall logistical support. The ride will coincide with Habitat for Humanity's Women Build Week of 2015.



The Christina Clarke Genco Foundation
inspiring others to find their passion

Turn	Direction	Street name	Mileage
0.0	Left	Homer St	0.1
0.1	Right	Walnut St	0.5
0.6	Right	Beacon St	1.4
2.0	Left	Collins St towards Waban Ave	0.1
2.1	Right	Waban Ave	0.1
2.2	Left	Annawan Rd	0.4
2.6	Left	Quinobequin Rd (becomes Ellis St)	0.6
3.2	Right	Chestnut St	0.1
3.3	Right	Elliot St (becomes Central Ave)	2.6
5.9		REST STOP - Newman Elementary School	0.0
5.9	Continue	Central Ave	2.5
8.4	Left	Cross St	0.4
8.8	Left	Willow St (hard left of two possibilities)	0.6
9.4	Right	Mill St	0.4
9.8	Left	Dedham St (CAUTION: Blind T intersection)	1.1
10.9	Stay Right	Westfield St	0.7
11.6	Right	Summer St (Follow sign towards Westwood)	1.2
12.8	Right	109 W towards Medfield (High St)	0.9
13.7	Right	Windsor St. REST STOP - Westwood Masonic Lodge	0
13.7	Continue		2.3
16.0	Left	North St (becomes Fisher St)	2.7
18.7	Right	Main St (Rt 1A South)	2.2
20.9	Left	Oak St (CAUTION: major intersection)	0.4
21.3	Right	South St	2.2
23.5	Left	Washington St	0.3
23.8	Right	Summer St (becomes Everett St)	3
26.8	Right	East St (Rt 140 North)	2.2
29.0	Left	Franklin St (Rt 140 North)	0.7
29.7		REST STOP - King Phillip Regional High School	0
29.7	Right	Park St	2.6
32.3	Left	Main St	0.6
32.9	Right	Short St (becomes School St)	0.2
33.1	Right	Green St	0.3
33.4	Left	Miller St	0.3
33.7	Right	Brook St	0.2
33.9	Right	Short St (becomes Daniels St & Elm St)	1.8
35.7	Right	Elm St (becomes Shaw St)	1.3
37.0	Left	Village St	0.3
37.3	Right	Cottage St	0.5

CONTINUED ON NEXT PAGE

38	Left	Evergreen St (becomes Winthrop St)	0.5
38.5	Right	Maple St	0.4
38.9	Straight	Lovering St	0.5
39.4	Left	Holliston St (becomes Norfolk St)	3
42.4		REST STOP - Arcadia Farm	0
42.4	Right	Franklin St	0.2
42.6	Right	Church St	0.3
42.9	Left	Fiske St (becomes Mill St)	2.9
45.8	Left	W. Goulding St	1.2
47	Left	Lake St (unmarked road)	1.2
48.2	Right	Farm Rd (becomes Bridge St)	1.7
49.9	Left	Farm St (becomes Main St)	2.9
52.8	Straight	Main St	0.5
53.3	Right	Claybrook Rd	1.7
55	Left	Centre St (becomes Central Ave)	0.6
55.8	Right	Charles River St	0.5
56.1	Right	OPTIONAL TURN FOR REST STOP - South St (Rest Stop in DCR parking lot)	0.1
56.2	Left	South St	1.9
58.1	Left	Webster St	2.7
60.8	Right	Central Ave	0.6
61.4	Left	Chestnut St	0.1
61.5	Left	Ellis St (becomes Quinobequin Rd)	0.8
62.3	Right	Annawan Rd	0.4
62.7	Right	Waban Ave	0.1
62.8	Left	Collins St	0.1
62.9	Right	Beacon St	1.4
64.3	Left	Walnut Street	0.6
64.9	Left	Commonwealth Ave	0.1
65	Left	City Hall Dr	0.1

NOTE: This is an open course, meaning all roads are open to motor vehicle traffic. Please obey all traffic signals, for your own safety and the safety of others.

If you are in need of assistance, please contact event headquarters at: (617) 383-7666



The Christina Clarke Genco Foundation

inspiring others to find their passion

Turn	Direction	Street name	Mileage
0.0	Left	Homer St	0.1
0.1	Right	Walnut St	0.5
0.6	Right	Beacon St	1.4
2.0	Left	Collins St towards Waban Ave	0.1
2.1	Right	Waban Ave	0.1
2.2	Left	Annawan Rd	0.4
2.6	Left	Quinobequin Rd (becomes Ellis St)	0.6
3.2	Right	Chestnut St	0.1
3.3	Right	Elliot St (becomes Central Ave)	2.6
5.9		REST STOP - Newman Elementary School	0.0
5.9	Continue	Central Ave	2.5
8.4	Left	Cross St	0.4
8.8	Left	Willow St (hard left of two possibilities)	0.6
9.4	Right	Mill St	0.4
9.8	Left	Dedham St (CAUTION: Blind T intersection)	1.1
10.9	Stay Right	Westfield St	0.7
11.6	Right	Summer St (Follow sign towards Westwood)	1.2
12.8	Right	109 W towards Medfield (High St)	0.9
13.7	Right	Windsor St REST STOP - Westwood Masonic Lodge	
13.7	Continue	High Street	0.1
13.8	Right	Hartford St	3.7
17.5	Right	Main St (Rt 109 W)	1.5
19.0	Right	North St (becomes Centre St, then Central Ave)	6.5
25.5	Right	Charles River St	0.5
26.0	Right	OPTIONAL TURN FOR REST STOP - South St (REST STOP in DCR parking lot)	0.1
26.1	Left	South St	1.9
28.0	Left	Webster St	2.7
30.7	Right	Central Ave	0.6
31.3	Left	Chestnut St	0.1
31.4	Left	Ellis St (becomes Quinobequin Rd)	0.8
32.2	Right	Annawan Rd	0.4
32.6	Right	Waban Ave	0.1
32.7	Left	Collins St	0.1
32.8	Right	Beacon St.	1.4
34.2	Left	Walnut Street	0.6
34.8	Left	Commonwealth Ave	0.1
34.9	Left	City Hall Dr	0.1

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34.2	Left	Walnut Street	0.6
34.8	Left	Commonwealth Ave	0.1
34.9	Left	City Hall Dr	0.1

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If you are in need of assistance, please contact event headquarters at: (617) 383-7666

emailed 3/24/15



Town of Needham, Massachusetts Road Event Form

INTERNAL USE ONLY

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

TYPE OF EVENT: (check all that apply)

- RUN WALK BICYCLE MOTORCYCLE

Name of Event:

Needham ~~Baseball~~ Opening Day Parade

Name of Organization:

Needham Baseball & Softball

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

If yes, name of Town and date:

Organization Mailing Address:

44 Longacre Rd, Needham MA 02492

Organization
is
Not-for-Profit

Organization Billing Address (if Police Detail is required):

Same as above

Primary Contact:

Stephen Mortimer

Contact Title:

Director Special Events

Contact Address:

58 Dunster Rd, Needham MA 02494

Contact Phone (Day):

Contact Phone (Cell):

617-512-9387

Contact Email:

steuemortimer@me.com

Event Date(s):

5/3/15

Date Expected to be in Needham:

5/3/15

Earliest Time Expected in Needham:

11am

Latest Time Expected in Needham:

12pm

Number of Expected Participants:

1000

Number of Expected Spectators at Peak

Time: 200

Are participants charged a fee?

YES

NO

Estimated Number of Vehicles:

1 firetruck

What type of Parking is required:

none

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

People park near Greene's Field and at
DeFazio Field. 10:30 - 2pm

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

Yes

Do event organizers foresee the need for any road closures (subject to police review)?

Yes

What will be done in case of inclement weather?

Postponed / cancelled

Will neighborhoods be impacted by parking and traffic?

briefly as parade passes

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

none

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

opening ceremony at DeFazio

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

none

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

None

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

30 minutes

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

No

Will volunteers be placed along the route?

Yes, coaches walk with kids

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

No

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

No

Will portable toilets be used? List locations.

No

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

No

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

N/A

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

First aid kit at DeFazio

Does the event take place during commuter times?

No

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

No

Are businesses open during the time of the event?

Limited

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

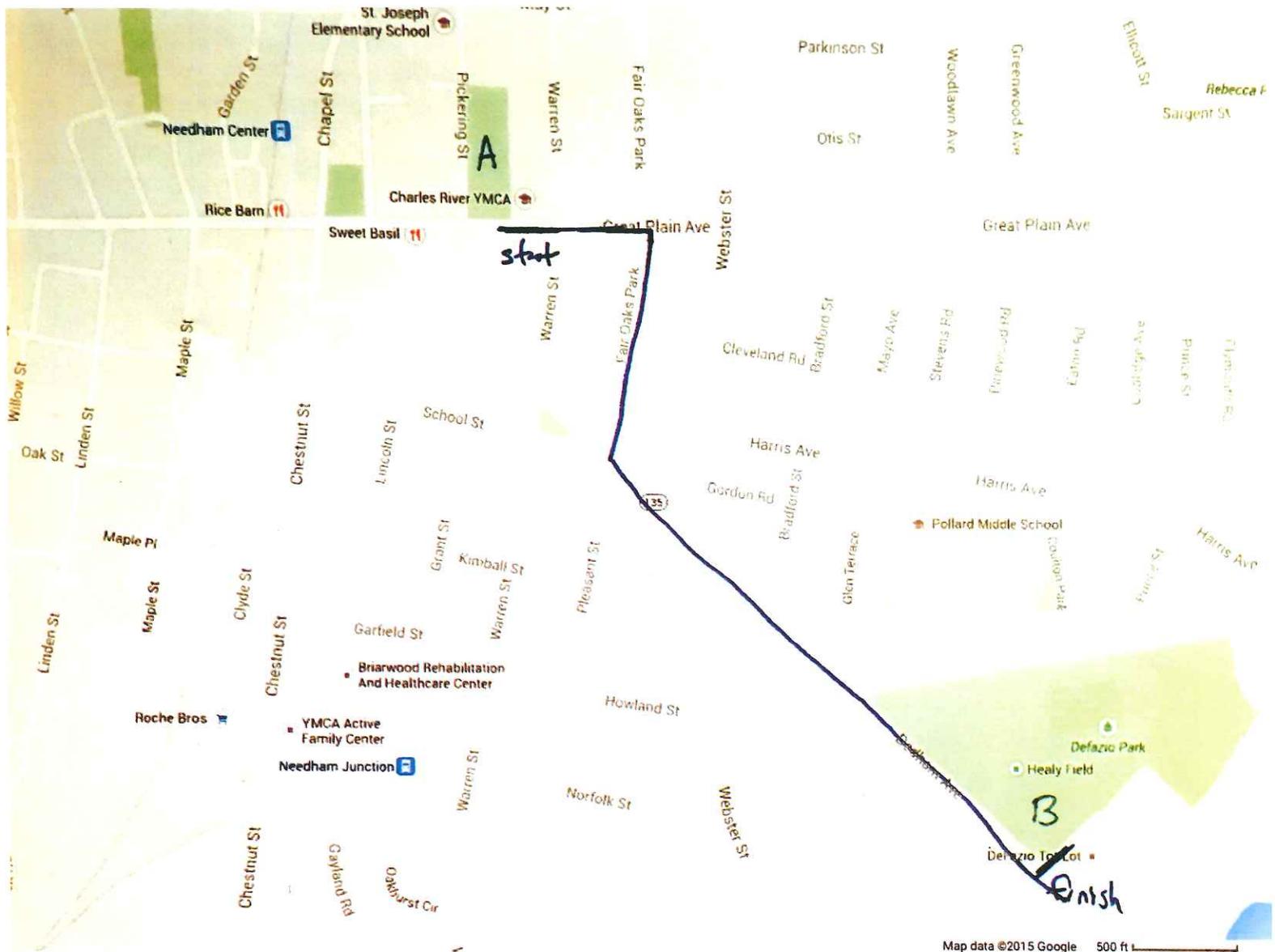
No

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

Yes - start prior and end after parade leaves

What is the plan to handle trash?

No - no trash generated



From Green's Field
Left on Great Plain Ave
Right on Fair Oaks Park
Left on Dedham Ave
Left into Defazio



Town of Needham, Massachusetts Road Event Form

INTERNAL USE ONLY

<input type="checkbox"/> DPW	<input checked="" type="checkbox"/> Police
<input checked="" type="checkbox"/> Fire	<input type="checkbox"/> OTM
<input checked="" type="checkbox"/> Park & Rec	<input type="checkbox"/> Paid
<input type="checkbox"/> PFD	

TYPE OF EVENT: (check all that apply)

RUN WALK BICYCLE MOTORCYCLE

Name of Event:

Charles River YMCA 4th of July Road Race

Name of Organization:

Charles River YMCA

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

If yes, name of Town and date:

Organization Mailing Address:

380 Chestnut Street Needham, MA 02492

Organization is Not-for-Profit

Organization Billing Address (if Police Detail is required):

863 Great Plain Ave Needham, MA 02492

Primary Contact:

Dan Chambers

Contact Title:

Health & Wellness Coordinator

Contact Address:

380 Chestnut Street Needham, MA 02492

Contact Phone (Day):

781-449-6646

Contact Phone (Cell):

781-752-5149

Contact Email:

dchambers@ymca-boston.org

Event Date(s):

July 4, 2015

Date Expected to be in Needham:

July 4, 2015

Earliest Time Expected in Needham: 7:00am Set-up 8:30am Start	Latest Time Expected in Needham: 11:00am Clean-Up
--	---

Number of Expected Participants: 500	Number of Expected Spectators at Peak Time:
--	--

Are participants charged a fee? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
--

Estimated Number of Vehicles: 200	What type of Parking is required: None; Participants find parking
---	---

Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked: Participants park at various locations throughout town. Many walk from homes

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

Do event organizers foresee the need for any road closures (subject to police review)? Yes
--

What will be done in case of inclement weather? Race goes on
--

Will neighborhoods be impacted by parking and traffic? Slightly

What activities are planned for the start of the race (if in Needham)? A.J. & vendors will be in parking lot
--

What activities are planned for the end of the race (if in Needham)? Awards will be given

What facilities are needed for the start of the race (if in Needham)? Race begins at library parking lot & Church across street is used for bathrooms → Christ Episcopal Church

What facilities are needed for the end of the race (if in Needham)? Race takes place at Ubray. Facilities / Restrooms are located in Christ Episcopal Church.	
Once the event begins, how long will it take to complete the event? Begins at 8:30 - fully cleaned up by 11:00 am.	
Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?	We use signs at beginning of race as well as mile markers.
Will volunteers be placed along the route?	Yes - we use 25 volunteers.
Will you be using a sound system? (includes music) If yes, please describe where and when it will be used.	Yes - we use music in parking lot and a microphone to announce race.
Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)	Yes - vendors give away food. we give oranges & water. We will send list to Health Dept for permit.
Will portable toilets be used? List locations.	NO
Will hydration stops be set up along route? If yes, please include these on route plan.	we usually have one on Webster provided by a family.
If the event takes place after dark, what is the plan to meet lighting needs?	N/A
What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?	First aid kit will be at start/finish of road race. YMCA staff will manage. EMT's will be called as needed.
Does the event take place during commuter times?	NO
Is school in session during the event? Will school drop off or pick up be impacted by the event?	NO
Are businesses open during the time of the event?	Local Dunkin Donuts, Starbucks, Bagel Store
Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)	N/A (It is 4th of July)
Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event?	Yes but no services take place.
What is the plan to handle trash?	we take all trash back to The Y.

2015 Charles River YMCA Independence Day 5K Road Race MAP

Start: Highland Ave. in front of library

Turn Right on Rosemary St.

Turn Left on Nehoiden St.

Turn Left on May St.

Turn Left on Webster St.

Turn Left on Mark Lee Rd.

Turn Right on Alfreton Rd.

Turn Left on Highland Ave.

Finish: Highland Ave. in front of library

Parking:

High School

Side Streets

Volunteer Placement:

Intersection of Rosemary St. & Nehoiden St.

Intersection of Nehoiden St. & May St.

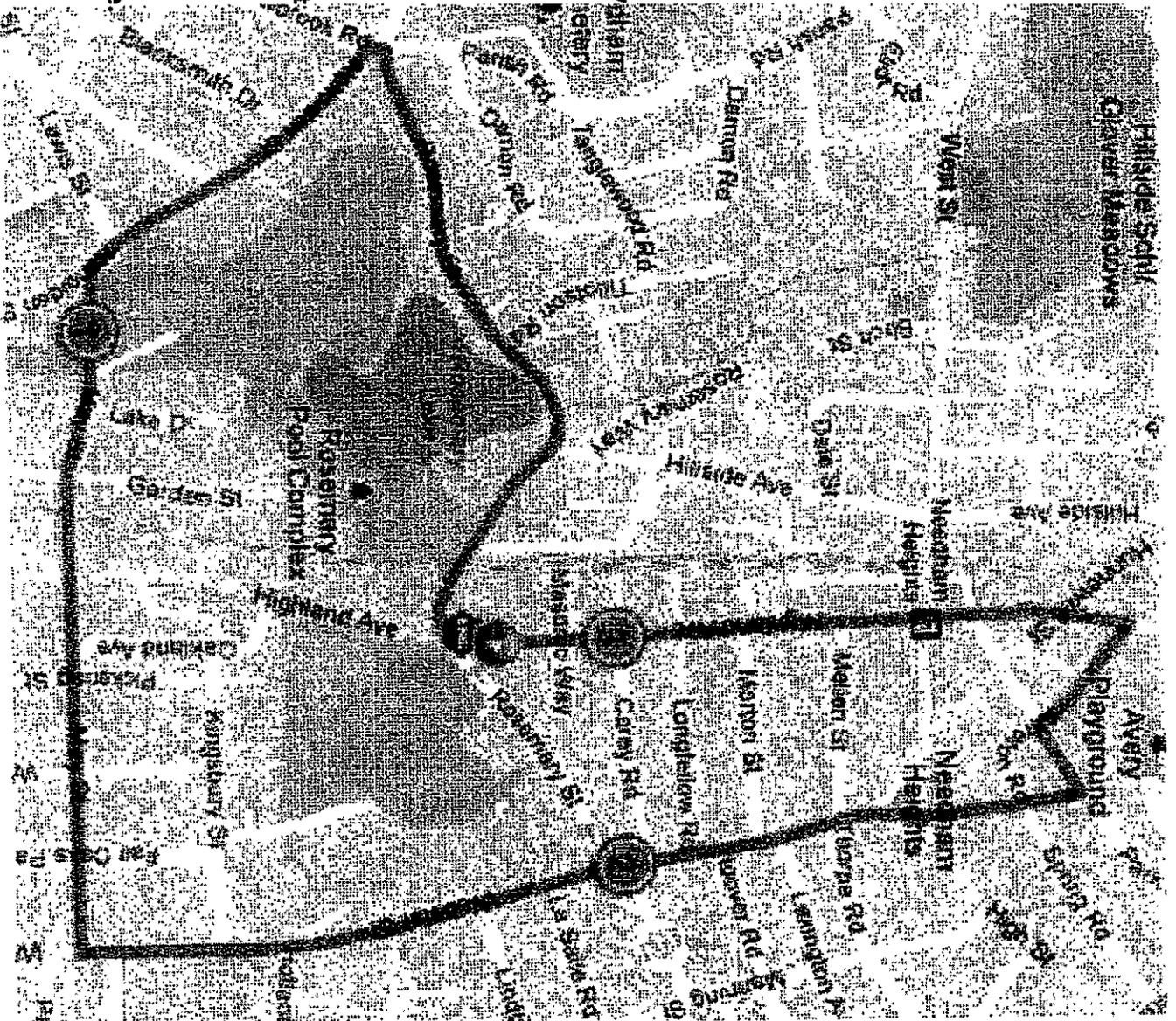
Intersection of May St. & Highland Ave.

Intersection of May St. & Webster St.

Intersection of Webster St. & Mark Lee Rd.

Intersection of Mark Lee Rd. & Alfreton Rd.

Intersection of Alfreton Rd. & Highland Ave.





Alison Borrelli, Chair
Tom Langford, Vice Chair
Alison Rivers, Treasurer
Mary Ann Pierce,
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Heather Chamberlain,
Fundraising Chair
Greg Condon, Civic Group
Liaison
Amy Franco, Discount
Program Chair
Rochelle Goldin,
Community Events Chair
Jen McGrady, Go Greene
Fundraiser Chair
Meg Rosenbaum, Board
Sales Chair
Michelle Geddes, 5k Race
& Fun Run Chair
Emily Britt
Jill Carter
Anne Curtis
Sally Dempsey
Shanna Deng
Jeff Gilbreth
Amy Greif
Caera Horwitz
Chris Jantzen
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Jon Levin
Seema Meloni
Michaela Pavlik
Karen Peters
Chrissy Silverman
Lindsay Wands
Jackie Waller
Ty Velde

March 24, 2015

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2015 APR -9 A 8:55

Ms. Kate Fitzpatrick
Town Manager
1471 Highland Avenue
Needham, MA 02492

Dear Ms. Fitzpatrick,

On behalf of the fundraising group for the Greene's Field Playground, we are pleased to donate the remaining funds of \$11,937.88 to the Greene's Field Playground Gift Fund, under the supervision of the Town Manager. It is our request that the funds be used to supplement maintenance and repairs to the playground equipment and other amenities within the playground area, or towards the purchase of new playground equipment or park amenities.

Sincerely,

Alise + Alison

Alison Borrelli and Alison Rivers

The GFPFC is operating through the auspices of the Needham Sports Council, a registered 501c3, making all donations 100% tax-deductible