

BOARD OF SELECTMEN
August 18, 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>
1.	7:00	Public Hearing- Comcast Cabot Street <ul style="list-style-type: none"> • David Cavanaugh, Comcast Representative
2.	7:00	Public Hearing- Eversource Energy- Country Way <ul style="list-style-type: none"> • Maureen Carroll, Eversource Energy Representative
3.	7:00	Hillside School Project Status & PDP Approval <ul style="list-style-type: none"> • George Kent, PPBC • Dan Gutekanst, Superintendent of Schools • Hank Haff, PFD Project Manager
4.	7:30	Director of Public Works <ul style="list-style-type: none"> • Notice of Traffic Regulation – Woodledge Road, Helen Road
5.	7:35	Town Manager <ul style="list-style-type: none"> • Management Compensation Proposal • Blue Tree Proposal
6.	7:40	Board Discussion <ul style="list-style-type: none"> • Registered Marijuana Dispensary Application Policy • FY2016 – 2017 Board of Selectmen Goals • Committee Reports
7.	8:00	Executive Session Exception 3 & 6

APPOINTMENTS

1.	Conservation Commission	Alison Richardson (term expires 6/30/2018)
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CONSENT AGENDA *=Backup attached

1.	Accept a donation of the following items made to the Park and Recreation Commission from Community Center of Needham: 2 double kayaks with paddles; 14 Adirondack chairs; 4 jumbo umbrellas with stands; 7 water hopper balls; 5 youth life jackets; 1 jumbo checkerboard; 24 pool noodles; 1 inflatable basketball hoop and ball; and 12 barbell floats. The estimated value of the items is \$2,300.
2.*	Approve position titles which will be exempt from the distribution of summaries and

	the online training requirements associated with the Conflict of Interest Law in accordance with M.G.L. c. 268A. A public employer may choose to exempt short-term, temporary, or seasonal compensated positions in which employees do not have or exercise governmental authority and do not participate in or have responsibility for government decision-making, contracting, hiring, investigation or any other discretionary governmental action.
3.	Grant permission for the Needham Business Association to use the Town Common and surrounding area for its Harvest Fair and Souperbowl on Saturday, October 3, 2015. Permission includes: utilizing the parking lot behind Town Hall for activities and for two portable toilets; closing Chapel Street from corner of Great Plain Avenue to the Chapel Street parking lot for food court and booths; NBA member business to have items for sale on sidewalk in front of their own stores; a hayride that will run from Highland Avenue by the Town Common and loop back around the town to the Town Common; a tent erected on Chapel Street to host the soup tasting contest; use of the Town's generator to supply the electricity for the tent and booths; and any changes as recommended by the Needham Police Department.
4.*	Approve minutes of June 23, 2015 (open and executive session), July 21, 2015 (open and executive session), July 23, 2015 meeting.
5.*	Ratify a request from Allan Eyden, Road Coordinator for the Pan Mass Challenge, to have a portion of its ride to go through Needham. The event was scheduled for August 1, 2015 and August 2, 2015 starting at 7:00 a.m. The route of the race has been approved by the following departments: DPW, Police, Fire, and Park and Recreation.
6.	Accept a \$350 donation made to Needham Youth Services from the Rotary Club of Needham. They would like the monies to be used to sponsor Needham Youth Services' Single Parent Support Group.
7.	Accept a \$602.50 donation made to the Needham Health Department's Traveling Meals Program from the FRIENDS of Needham Board of Health & Traveling Meals program.
8.*	Approve an additional 2 mile walk route for the "Jog Your Memory" road event on September 20, 2015. The route of the walk has been approved by the following departments: DPW, Police, Fire, and Park and Recreation. Original application was approved at the 12/9/2014 BOS meeting.
9.*	Approve an abatement for uncollectable Police Details dated 7/28/15.
10.*	Approve and sign statement on anti-semitism received from AJC Global Jewish Advocacy.
11.	Accept \$5,000 donation from Nestle Purina PetCare Company towards the maintenance and improvement of the off-leash dog area.
12.*	Water & Sewer Abatement Order 1202
13.*	Special Sewer Assessment Order 593
14.	Approve Board of Selectmen Policy style changes to the following: BOS-DIS-002 - Flag of the United States - Proper Half-Staff Display; BOS-FIN-007 - Policies for Regulations for Abatement of Water and Sewer Charges; BOS-FIN-012 - Water/Sewer Abatement Policy for Low Income Households; BOS-LIC-001 - Carry-In Alcoholic Beverages Regulations for Common Victualler Licenses; BOS-LIC-003 - Newsrack Policy; BOS-LIC-007 - Policies and Regulations for Second Hand Motor Vehicle Licenses; BOS-LIC-008 - Fuel Storage Application

Procedures Redux (Procedures for Filing Application for Storage of Flammable and Combustible Fluids); **BOS-PRO-003** - Recycled Product Procurement Policy; **BOS-ADMIN-001** - Determination of Board of Selectmen Agenda Items - This policy is also being recodified from BOS-REC-001 to BOS-ADMIN-001 to provide consistency in this category of policy. (Category was renamed from Records to Administration to allow more of a variety of subjects that do not fit elsewhere.) and **BOS-ADMIN-003** - Appointment Protocol.

Approve Board of Selectmen Policy Rescissions of: **BOS-DPWRTS-004** - Pay-Per-Throw Bulky Item Fee Plan. This is more of a procedure than a policy. **BOS-FIN-001** - Approval of Certain Contract Amendments. This policy is no longer necessary based on the new Town charter. **BOS-FIN-005** - General Fund Contribution to Solid Waste Enterprise Fund Policy. The changes to the RTS funding model adopted in FY2015 renders this policy unnecessary. **BOS-FIN-008** - Reserve Fund Transfer Request Procedure. This is not a BOS policy.

15. Grant Permission for the following residents to hold a block party:

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Leslie Wilson	21 Oak Hill Road	Oak Hill	8/16/15	8/15/15	4pm-7pm
Rachel Black	83 Nardone Road	Jarvis Circle	8/22/15	8/23/15	1pm-6pm
Cindy Osgood	27 Laurel Drive	Lower Laurel Drive	9/12/15	9/13/15	3:30pm-8pm
Jean C. Martin	139 Plymouth Rd	Plymouth Rd Ext.	9/12/15	9/13/15	1pm-7pm
Lisa Madkins	15 Bobsled Drive	Bobsled Drive	9/12/15	9/19/15	1pm-7pm
Sue Pouliot	54 Eaton Road	Eaton Road	9/12/15	9/13/15	4pm-9pm
Susan Miller	20 Virginia Road	Virginia Road	9/12/15	9/13/15	3pm-7pm
Kate Deeley	61 Kenney Street	Lois Lane /Barbara Road	9/12/15	9/13/15	3pm-11pm
Claudette Shea	107 Grosvenor Rd	Grosvenor Rd	9/19/15	9/26/15	3pm-8pm
Lynn Miller	90 Canterbury Lane	Canterbury Lane cul-de-sac	9/19/15	9/20/15	4pm-8pm
Judith Gragg	115 Dawson Drive	Dawson Drive	9/20/15	9/27/15	4pm-7pm
Dan Tavan	24 Crescent Road	Crescent Road	10/4/15	N/A	3pm-7pm



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

MEETING DATE: 08/18/2015

Agenda Item	Public Hearing –Comcast- Cabot Street
Presenter(s)	David Cavanaugh, Comcast

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>Comcast requests permission to install conduit at 50 Cabot Street. Please see attached petition for full description of work to be done.</p> <p>The Department of Public Works has approved this petition, based on Comcast’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.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><u>Suggested Motion:</u> Move that the Board of Selectmen approve and sign a petition from Comcast to install conduit at 50 Cabot Street dated July 10, 2015. This work is necessary to provide Comcast service at 50 Cabot Street, Needham.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>(Describe backup below)</p> <ul style="list-style-type: none"> a. Petition b. Petition Plans c. Notice Sent to Abutters d. List of Abutters 			

David Cavanaugh
Contract Project Coordinator

Comcast

Cell 978-758-0256 Email david_cavanaugh@cable.comcast.com

OK R.P. Merson
DPW Director
8/3/15

OK to
Proceed
7/31/15
Project Engr.

Petition for Conduit Location - 50 CABOT ST.
Date: July 10, 2015
To the Town of Needham Board of Selectmen, Needham Massachusetts

Comcast of New England request permission to lay and maintain conduits and vaults with wires, cable and fiber to be placed therein, under the surface of the public way of private ways:

Comcast proposes to extend a 24ct indoor / outdoor rated fiber cable from the existing Riser Pole P# 150/10/5 located on Cabot Street located 375ft northeast of 50 Cabot Street (The Property). Comcast will dig a 24" deep X 24" wide trench from the Riser 375ft on Cabot Street towards the front outside wall of the property by the Jersey Barriers and continue 30ft in grass towards the outside wall of the parking garage. One (1) 4" conduit will be installed into the trench and the trench will be backfilled and restored to original condition using commercially reasonable materials and efforts. One (1) 4" conduit will be extended from the trench via a 4" borehole into the foundation of the property into the suspended ceiling of the parking garage. The borehole will be sealed with watertight material upon completion. Once inside the property, Comcast will transition the fiber into a 1.25" plenum rated inner duct and router the fiber cable through the parking garage towards the rear of the elevators and rise through the existing borehole into the first form Telco Room located in Direct Federal Space (Stacked Riser). Comcast will install a 24" X 24" section of plywood on the right rear wall under the beside the FA box and install a 6" D X12"H X12"W wall mount transition splice. Comcast will route a 24ct fiber from the proposed transition splice through the existing 4" sleeve to the 2nd floor Telco Room and into the adjacent Server Room of RK Associates 50ft. Comcast will leave a 50ft slack coil before routing the fiber into the existing customer rack and install a 1 RU FDP. Comcast will splice. Terminate and test the fiber.

(TMP) Traffic Management Plan will consist of the usage of Needham Police Detail Officers.

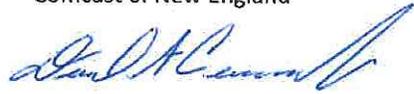
Also for permission to lay and maintain underground conduits, manholes, vaults, cables, fiber optic communications lines in the above or intersection public ways for purposes of making connections with such poles buildings as it desire for future distribution purpose.

Plan Marked: 50 Cabot Street 2015 -TBD Date: TBD Marked Upon Approval

Showing location of conduit to be constructed is filed herewith.

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Needham, Massachusetts, held on the _____ day of _____, 2015

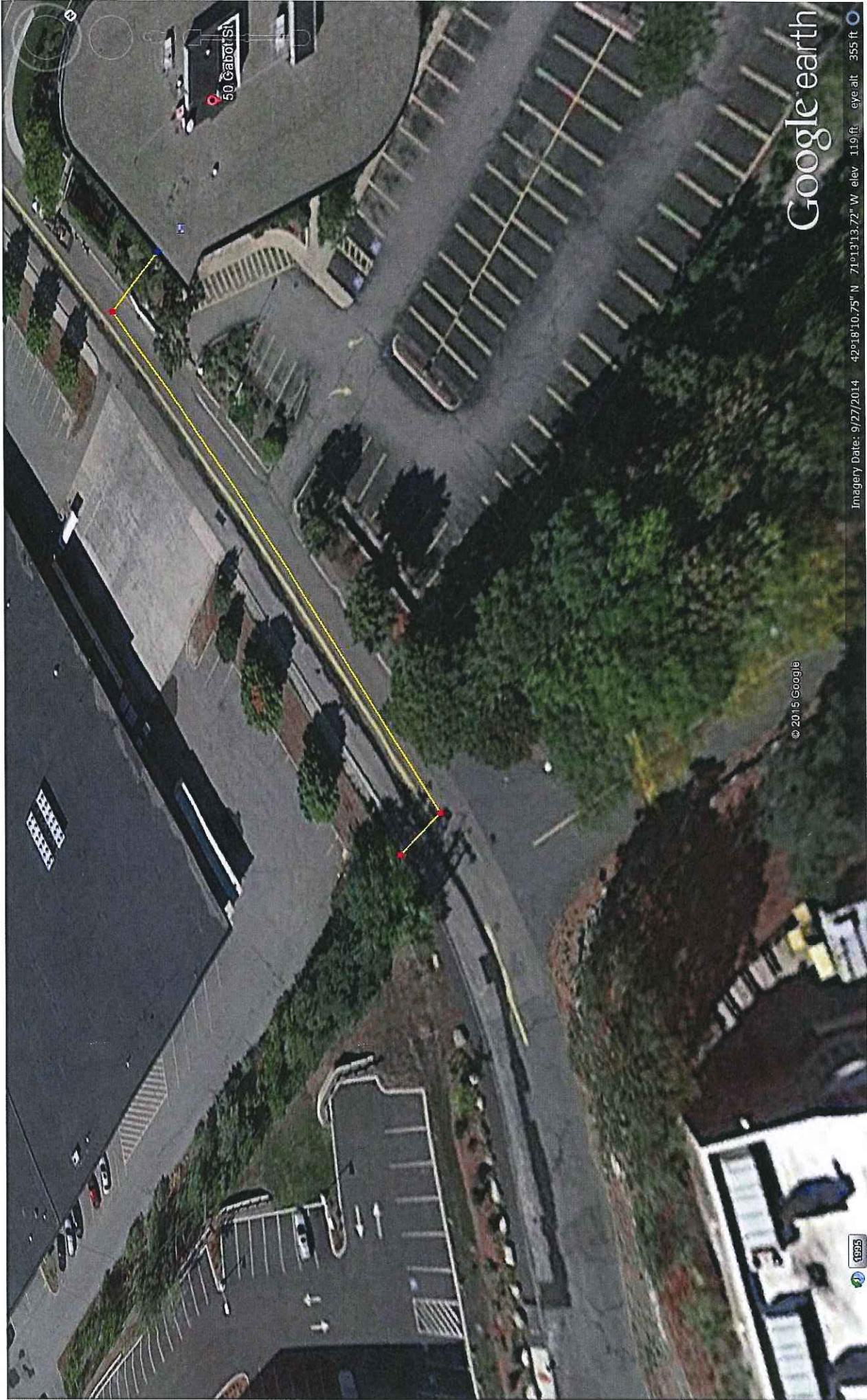
Comcast of New England



David A Cavanaugh

Contract Project Coordinator

Clerk of the Board of Selectmen



© 2015 Google

Google earth

Imagery Date: 9/27/2014 42°18'10.75" N 71°13'13.72" W elev 11.9 ft eye alt 355 ft





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 August 18, 2015** upon petition of Comcast dated **July 10, 2015** to install conduit at 50 Cabot Street, Needham. Please see attached for full description of work to be done.

A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Comcast representative, David Cavanaugh, at 978-758-0256.

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

BOARD OF SELECTMEN

Dated: August 4, 2015

50 CABOT STREET

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Owner Address</u>	<u>Mailing Address</u>		
					<u>OWNER CITY</u>	<u>State</u>	<u>OWNER ZIP</u>
199/300.0-0042-0000.0	140	CABOT ST	ATS-NEEDHAM LLC C/O AMERICAN TOWER CORPORATION	P. O. BOX 723597	ATLANTA	GA	31139
199/300.0-0053-0000.0	114	FIRST AVE	JMDH REAL ESTATE OF NEEDHAM, LLC	15-24 132 STREET	COLLEGE POINT	NY	11356
199/300.0-0054-0000.0	1	FIRST AVE	MCMANUS, JAMES H. III, TRUSTEE ONE FIRST AVENUE REALTY TRUST	188 NEEDHAM ST	NEWTON	MA	02464
199/300.0-0055-0000.0	50	CABOT ST	50 CABOT REALTY ASSOC LLC C/O R.K.NEEDHAM LLC	456 PROVIDENCE HYWY	DEDHAM	MA	02026
199/300.0-0056-0000.0	0	CABOT ST	TERRAZZINO, SAMUEL, TR. TERRAZZINO INVESTMENT TRUST	18 OAK HILL ROAD	NEEDHAM	MA	02492
199/300.0-0058-0000.0	254	HIGHLAND AVE	COHEN, RONI TRUSTEE THE HIGHLAND AVENUE NOMINEE TRUST	2400 NORTH BRAESWOOD BLVD #305	HOUSTON	TX	77030
199/300.0-0059-0000.0	238	HIGHLAND AVE	TERRAZZINO, SAMUEL TRS TERRAZZINO INVESTMENT TRUST	18 OAK HILL ROAD	NEEDHAM	MA	02492
199/300.0-0066-0000.0	100	CABOT ST	STARWOOD NEEDHAM CMBS I LLC C/O WCP NEEDHAM CABOT LLC	30 S. WACKER DR. STE 3600	CHICAGO	IL	60606
199/300.0-0073-0000.0	105	CABOT ST	DIGITAL CABOT LLC	128 FIRST AVE	NEEDHAM	MA	02494

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



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

MEETING DATE: 08/18/2015

Agenda Item	Public Hearing –Eversource Energy- Country Way
Presenter(s)	Maureen Carroll, Eversource Energy

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>Eversource Energy requests permission to install 36 feet of conduit in Country Way. This work is necessary to provide underground electric service at 353 Country Way, Needham.</p> <p>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.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><u>Suggested Motion:</u> Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install 36 feet of conduit in Country Way. This work is necessary to provide underground electric service at 353 Country Way, Needham.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>(Describe backup below)</p> <ul style="list-style-type: none">a. Letter of Applicationb. Petitionc. Orderd. Petition Plane. Notice Sent to Abuttersf. List of Abutters			

EVERSOURCE
ENERGY

200 Calvary Street
Waltham, Ma 02453

July 28, 2015

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

353
RE: Country Way
Needham, MA
W.O. #2077819

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 36 feet of conduit in Country Way.

The reason for this work is to provide underground electric service to 353 Country Way.

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
William D. Lemos, Supervisor
Rights and permits

WDL/kj
Attachments

OK to
Proceed
7/28/15
8/5/15
OK
R.P. Nelson
Dpw Director
8/5/15
Dpw Engr. Dept.

**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:

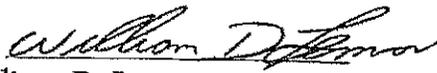
Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

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 July 24, 2015** and filed herewith, under the following public way or ways of said Town:

Country Way - Northerly at pole 344/46 approximately 130 feet west of Stratford Road a distance of about 36 feet of conduit

(W.O. 2077819)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

BY 
William D. Lemos
Rights & Permits, Supervisor

Dated this 28th day of July

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:

Country Way – Northerly at pole 344/46 approximately 130 feet west of Stratford Road a distance of about 36 feet of conduit

(W.O. 2077819)

Hearing Required

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 **July 24, 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

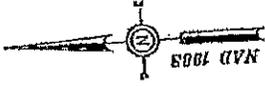
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven 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



#353

STRATFORD RD

344/45

417/1

#362

COUNTRY WAY

344/46

#371

CUSTOMER TO INSTALL
1 - 4" PVC PIPE
SCH 40 NO. CONC

HH

LINE	DIMENSIONS		E-CORNER
	3" DIMS	4" DIMS	
1	10.0	10.0	10.0
2	10.0	10.0	10.0
3	10.0	10.0	10.0
4	10.0	10.0	10.0
5	10.0	10.0	10.0
6	10.0	10.0	10.0
7	10.0	10.0	10.0
8	10.0	10.0	10.0
9	10.0	10.0	10.0
10	10.0	10.0	10.0
11	10.0	10.0	10.0
12	10.0	10.0	10.0
13	10.0	10.0	10.0
14	10.0	10.0	10.0
15	10.0	10.0	10.0
16	10.0	10.0	10.0

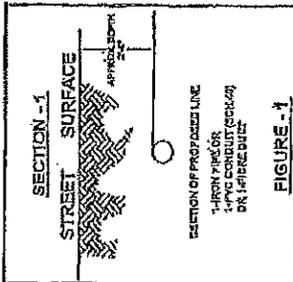
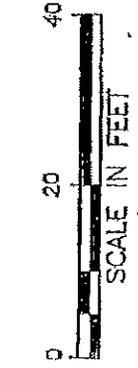


FIGURE - 1



FOR YOUR USE: THE INFORMATION CONTAINED IN THIS MAP AND THESE NOTES IS NOT A WARRANTY OF ANY KIND. THE INFORMATION IS NOT REPRESENTATIVE OF THE FIELD AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION. THE INFORMATION IS NOT REPRESENTATIVE OF THE FIELD AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION. THE INFORMATION IS NOT REPRESENTATIVE OF THE FIELD AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION.

MASS. LAW
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-949-7229

NS STAR EVERSOURCE
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02122

Plan of COUNTRY WAY, NEEDHAM

Showing PROPOSED CONDUIT LOCATION

Proposed Structures: PDM

Approved: A. DEBENEDECTIS

Scale: 1"=20'

DATE: JULY 24, 2015

Sheet 1 of 1

Work Order #

Surveyed by: 2077819

Research by: JIM

Plotted by:



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 August 18, 2015** upon petition of Eversource Energy dated **July 28, 2015** to install 36 feet of conduit in Country Way. This work is necessary to provide underground electric service to 353 Country Way. 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.

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

BOARD OF SELECTMEN

Dated: August 6, 2015

353 COUNTRY WAY

PARCEL ID	St No.	Street	Owner Names	Mailing Address		
				OWNER CITY	State	OWNER ZIP
199/211.0-0059-0000.0	8	STRATFORD RD	WALLACK, EDWARD L. + WALLACK, MARGO H.	NEEDHAM	MA	02492
199/211.0-0060-0000.0	324	COUNTRY WAY	CHIAPPISI, ALPHONSE P & SUSAN I., NANNINI, GAIL M., CO-TRS.	NEEDHAM HTS	MA	02494
199/213.0-0027-0000.0	325	COUNTRY WAY	KELLER, STANLEY & KELLER, SANDRA F.	NEEDHAM	MA	02492
199/213.0-0028-0000.0	339	COUNTRY WAY	HILTON, FREDERICK S. & HILTON, JUDITH	NEEDHAM	MA	02492
199/213.0-0029-0000.0	353	COUNTRY WAY	CONRY, JOSEPH A. & KATHRYN J. C/O MURPH4 REALTY LLC	FOXBORO	MA	02035
199/213.0-0030-0000.0	47	SCOTT RD	POWERS, SALLY B.	NEEDHAM	MA	02492
199/213.0-0034-0000.0	99	COUNTRY WAY	GINSBERG, BRUCE C, TR & CASEY, J. ROBERT, TR	NEEDHAM	MA	02492
199/213.0-0035-0000.0	371	COUNTRY WAY	BARKAI, JOSEPH & BARKAI, IRIT	NEEDHAM	MA	02492
199/213.0-0037-0000.0	370	COUNTRY WAY	HARVEY, STEVEN W. & DEBRA E., TRS HARVEY REALTY TRUST	NEEDHAM	MA	02492

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





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

MEETING DATE: 8/18/2015

Agenda Item	Hillside School Feasibility Update & Preliminary Design Program Approval
Presenter(s)	George Kent, Chair, PPBC Dan Gutekanst, Superintendent of Schools Hank Haff, PFD Project Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>Mr. Kent, Superintendent Gutekanst, and Project Manager Haff will update the Board on the status of the Hillside School Feasibility Study, and request the Board's approval of the Preliminary Design Program for submission to the Massachusetts School Building Authority (MSBA). The School Committee will take up the PDP at its August 26, 2015 meeting.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><i>Suggested Motion:</i> That the Board accept the recommendation of the Permanent Public Building Committee relative to the Hillside Elementary School – Preliminary Design Program (PDP), and further approve the submission of the PDP to the Massachusetts School Building Authority.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>a. Hillside School Feasibility Study Executive Summary b. Preliminary Evaluation of Alternatives – Hillside School c. Concept Plans for Recommended Alternatives</p>			

INTRODUCTION

Purpose & Background

On March 20, 2013 the Needham Public School District submitted a Statement of Interest (SOI) to the Massachusetts School Board Authority (MSBA) for the Hillside Elementary School. The priorities outlined in the SOI, see Appendix X.01, noted the “elimination of existing severe overcrowding” and the “replacement of or addition to the obsolete building in order to provide for a full range of programs consistent with state and approved local requirements”. The educational goals for the District include the elimination of disruptions and compromises to the educational program caused by insufficient space and facility deficiencies. In August 2014 the District was invited by the MSBA to conduct a feasibility study to identify possible solutions to the issues noted in the SOI and on March 10, 2015 Dore & Whittier Architects was awarded the study by the MSBA Designer Selection Panel. A copy of the Board Action letter from the MSBA Board of Directors to the District approving the Feasibility Study can be found in Appendix X.02 of this report. The Feasibility Study includes this submission of the Preliminary Design Program (PDP) and the Preferred Schematic Report (PSR).

The goal of the Preliminary Design Program (PDP) is to define the programmatic, functional, spatial, and environmental requirements of the educational facility to meet the District’s educational program. Within this report you will find the educational goals and programmatic space needs, an analysis of the existing facility and educational program and the alternatives that have been developed to address the needs and goals of the district. The conclusion of the PDP will be a list of the alternatives approved for further study in the Preferred Schematic Report.

Study Process and Executive Summary

The process undertaken to develop the Preliminary Design Program began with a comprehensive examination of the existing building and site conditions and a comparative evaluation and development of the educational program. This two prong approach helps to establish the basis for the development of alternatives that will ultimately lead to a “short list” of options for additional study. As noted in the SOI the District goal is to resolve the facility and educational program constraints that exist at the Hillside School. The District includes five K-5 schools, one Grade 6 school, one Grade 7-8 Middle School and one 9-12 High School. Currently the district supports a half-day Kindergarten program. The District’s goal is to provide full day Kindergarten in all elementary schools. The existing Hillside School does not have the kindergarten classroom capacity to provide a full day program to all students. The 2014-2015 school year included three sections of half-day kindergarten while most years have four sections. Some students also attend the Kindergarten After School Education (KASE) program for the

other half of the day, which is an optional tuition based enrichment program run by the District. The KASE program is operated off site and requires mid-day bus transportation for these students. The Design Enrollments outlined by the MSBA allowed for the exploration of this full day program in the consideration of the new Hillside School. During the early stages of educational program development for the proposed new school the School Committee voted to only consider design options that provide for the full day kindergarten for all students.

The MSBA's Design Enrollment document also provided an option for the District to explore the construction of a new Grade Six School as a potential solution to the Hillside K-5 School. The consideration for this was based on the understanding that the existing Grade 6 School, High Rock School, was originally designed as an elementary school and lacks some of the program space desired for the middle school program. Additionally the High Rock School is located in a residential neighborhood making it a desirable location for an elementary school. A new Grade 6 School Option would include renovations to the High Rock School to meet the needs of a K-5 population and program.

With the guidance of the OPM, the Superintendent, and representatives of the School Committee two Working Groups were formed to assist in the development of the two educational programs. Both of these groups met several times over the course of three months to outline the existing educational program, define the limitations imposed by the existing facility, assist in the development of the space needs summary, and to develop the Guiding Principles for Design. A summary of the existing facility limitations and guiding principles are noted below.

Educational Program Limitations Imposed by the Existing Hillside School Facility

- Undersized classrooms
- insufficient space for small group work,
- insufficient dedicated space special education programs,
- insufficient space for OT / PT,
- no dedicated art room
- insufficient space for collaborative group work
- inadequate space for physical education
- no space for student group meetings or staff meetings
- inequitable program space across the district
- inadequate space for administration needs
- undersized cafeteria space resulting in multiple lunch seatings

Educational Program Limitations Imposed by the Existing High Rock School Facility

- lack of group space for classroom clusters
- lack of community space
- lack of science labs
- lack of space for integrated STEAM program
- undersize gym for middle school physical educational program
- undersize performance space
- lack of space for whole school meetings
- lack of quiet zones in the cafeteria space
- undersized cafeteria requires additional serving and scheduling

Guiding Principles of Design for K-5 Elementary School

- Align with MSBA Guidelines
- Adhere to low end of the District's class size policy
 - 18 students in K-3 classrooms
 - 20 students in 4-5 classrooms
- Provide Full day kindergarten
- Flexibility of design to allow real-time, short-term, and long-term educational activities
- Anticipate future change in educational delivery methods
- School to be organized into public and private zones
- Grade-level based learning communities with extended learning spaces
- Provide 4 sections per grade
- No student cubbies to be located in the classroom – corridors to be wide enough for cubbies / lockers
- Minimize barrier between special education and regular education
- Building should serve the student population and the community
- Safety and Security
 - Minimize exterior access
 - Control on site traffic flow
 - Visual observation of parking and approach
 - Provide for Evacuation and Shelter in Place
- Provide a balance between safety and openness/ welcoming environment
- Entire campus as a learning environment
- Provide Space for outdoor learning
- Sustainability
- Infrastructure that supports future technology and evolves over time

- Technology-rich and ubiquitous
- Separation of busses, vans, parent vehicles, and delivery vehicles
- Plan to accommodate tractor trailer deliveries – should be separate from student play areas
- Plan for minimum of 90 parking spaces, attempt to meet zoning target of 118 spaces / Look for opportunities to allow for overflow parking

Guiding Principles of Design for Grade 6 School

- Align with MSBA Guidelines
- Flexibility of design to allow real-time, short-term, and long-term educational activities
- Anticipate future change
- School to be organized into public and private zones
- Team-based learning communities with extended learning spaces
- Each cluster is to contain four core curriculum classes and have a Special Education presence throughout
- Each cluster/ learning community has a point of arrival and is separate from major circulation
- Minimize barrier between regular education and special education
- Building should serve the student population and the community
- Safety and Security
 - Minimize Exterior Access
 - Traffic flow
 - Visual Observation of Parking and Approach
 - Provide for Evacuation and Shelter in Place
- Balance between safety and openness/ welcoming environment
- The entire campus as a learning environment
- Space for outdoor learning
- Sustainability
- Maximize controlled daylight
- Infrastructure able to support future technology and evolve over time
- Technology-rich and ubiquitous
- Efficient use of infrastructure (pair science classrooms to facilitate shared plumbing, etc.)
- School should be usable from 7AM-9PM
- Foster a sense of community through architectural design solutions
- Promote accidental collaboration and communication with places for spontaneous connection
- Foster collaboration and teaming from faculty and students through the idea of "seeing and being seen"

Preliminary Design Program

HILLSIDE SCHOOL

- Separation of busses, vans, parent vehicles, and delivery vehicles
- Plan to accommodate tractor trailer deliveries
- Look for opportunities to allow for overflow parking
- Create a happy place to be

The Guiding Principles, Space Needs Summary, and Educational Program along with the opportunities and constraints of each of the potential building sites were used to develop a series of conceptual alternatives.

The Town of Needham initially identified five potential building sites for a new or renovated school. The D&W architectural and consulting engineers team visited and studied each of these sites as part of the existing conditions study. These sites included the existing Hillside School, DeFazio Park West (located on the ballfield near the railroad tracks), DeFazio Park East (located in the parking lot), The Town Forest, and the Pollard School Lower Field. While all of the sites are owned by the Town of Needham, only the Hillside School, Pollard School and DeFazio Park West sites are under the jurisdiction of the Needham School Department. Each of the potential sites present their own set of advantages and challenges however due site constraints the Town Forest and Pollard School sites were eliminated from further consideration early in the study and were not scored in the Evaluation of Alternatives matrix.

The two DeFazio Park sites were identified as sites that could be either a new elementary school or a new Grade 6 School. All options for a new Grade 6 School include renovations to the existing High Rock School to meet the educational program of a K-5 school. The DeFazio Park East site was identified as the location for the development of a temporary swing space should the Hillside School or site be considered the preferred option. The Board of Selectmen, Park and Recreation Commission and School Committee agreed to study all viable sites at the DeFazio Par at the start of this study. During the development of the PDP an additional potential building site became available for consideration. This site includes the Owen's Poultry Farm and several adjacent home sites located on Central Avenue and for the purposes of this report is noted as Central Ave Site. The Town is currently in negotiation with the Owner(s) of this privately owned land.

A comprehensive examination of the existing building and site conditions was conducted by the D&W architectural team and consulting engineers for both the Hillside and High Rock Schools. Our team met with facility maintenance staff, town wetlands and conservation commission, and reviewed existing reports regarding the history of the MDL chemical release that led to the contamination of soil and ground water on the site on the Hillside site and reviewed permitting documents and agreements for the High Rock School. Our team conducted a full study of the existing building conditions and observed on and off site traffic circulation at the Hillside School.

Our study reports the following existing and building site conditions for the Hillside School:

- Most if not all of the building systems have exceeded their useful life and are in need of replacement
- The building envelope provides poor thermal protection from the elements
- The building's heating and cooling systems are inefficient and costly to operate
- Water infiltration below the slab and on the lower level is of considerable concern
- The building does not provide handicap accessibility to many of the learning spaces
- The two story building does not have an elevator
- The existing wetlands and river front buffer zones and setbacks as well as the sewer utility easement reduce the buildable area on the site
- The hillside topography, high ground water and contaminated soils will add to cost of construction for additions, renovations, or new building in this area
- Vehicular traffic and parking is a major safety concern on the existing site, expansion of this area is difficult due to the previously noted site conditions.

The information gathered during the educational programming sessions and initial building site analysis was used to develop conceptual building and site options for each of the proposed sites. Alternatives on the Hillside School site include Capital Improvements Only, Additions and Renovations to the existing building, and an option for a new building on the existing site. The Town has also considered the purchase of property adjacent to the northwest edge of the Hillside School site. Four new building options were developed using this expanded site. The limited buildable area and access to the site requires that swing space be provided for all of the Hillside site options with the possible exception of the Capital Improvements Only option which would be scheduled over a number of years. The proposed location for the swing space is the DeFazio Park East site. A conceptual diagram and cost estimate was developed for this work and has been factored into the Evaluation Matrix.

Each of the DeFazio Park sites includes options for a K-5 and Grade 6 School. The impact of these alternatives on the existing playfields and the DPW operations were reviewed and considered in the Evaluation Matrix. Additionally the Grade 6 School options require renovations and additions to the High Rock School to meet the K-5 program needs. Four options were developed for the High Rock School which provide a range of ability to meet the educational program from a "do nothing / fit" option to additions and renovations to meet the full program.

The Dore & Whittier team presented the Guiding Principles and Preliminary Site Exploration & Findings to the Permanent Public Building Committee (PPBC) on April 06, 2015 and the Educational Program and a list of the Initial Alternatives on April 27, 2015. In a public meeting held on May 18, 2015 the Space Summaries for both the K-5 Elementary School and the Grade 6 School as well as 13 Conceptual Alternatives , and 3 potential solutions to the renovations and additions to the High Rock School were presented to the PPBC. A list of the criteria for the Preliminary Evaluation of Alternatives was developed and approved and the revised schedule for submission of the PDP was noted. On June 22, 2015 a joint

Preliminary Design Program

HILLSIDE SCHOOL

public meeting of the School Committee and the PPBC was held. This meeting included the first presentation of the potential Central Ave site and an interactive public meeting that reviewed each of the potential options in a small group round robin meeting format.

In addition to the public meetings noted above the D&W team met regularly with the Owner's Project Manager and with other Town officials regarding the permitting challenges on each site. Two separate meetings with the Development Review Team (DRT), which includes the Directors from each Town Department, were held to present each of the sites and receive feedback regarding permitting requirements. A summary of the site challenges noted include:

Hillside Site:

- Wetlands and River Front setbacks / mitigation
- On-site traffic circulation and parking
- Off-site traffic impacts
- Emergency access to the site
- Stormwater management

DeFazio West Site:

- Wetlands mitigation
- Site entrance visibility (distance from the train overpass)
- Building height and proximity to the road, shading, views
- Impact on playfields
- Impact on off-site traffic

DeFazio East Site:

- Shared parking area with existing sports fields
- Stormwater management
- Impact to the DPW site
- Building height - view from the fields, shading
- Temporary impact on playfields

High Rock School Site:

- Review of retention basin calculations
- Review of site circulation and parking needs

Central Ave Site:

- Flood plain elevation
- Traffic impact on Central Ave
- On site traffic flow and car queue

- Multiple entrances to the site from Central Ave
- Building height and views from adjacent homes
- Outdoor play area
- Ability to access the rear of the building with emergency vehicles

Where possible these issues were address and changes were made to the diagrams, in some cases revisions were not possible. In the latter case these items scored lower in the Preliminary Evaluation of Alternatives.

The Preliminary Evaluation of Alternatives was developed as a method of scoring each option to arrive at the “short list” of alternatives for further exploration in the Preferred Schematic Report (PSR). The matrix consisted of five major categories; Education, Site Locations, Site Circulation, Site Amenities, and Cost. Each category was weighted according to relevance with Education receiving the highest weight factor. Sub-category line items were noted under each section and these were scored on a 1-5 scale with 5 being the highest score. The Alternatives were scored prior to factoring in the project cost to assure that decisions were made with educational considerations as the priority. High Rock School renovations options were scored in the same format to be consistent in the evaluation process.

The scoring of the Preliminary Evaluation Matrix indicated that Alternative C was the best alternative for a school on the existing Hillside Site and C3 was the best alternative for a new school on the expanded Hillside Site. The two alternatives on the DeFazio Park East site were more favorable than the DeFazio West site. These Alternatives were E1a, a K-5 school and E2a, a Grade 6 school, as noted above the Grade 6 School requires renovations to the High Rock School to meet the educational program developed for the K-5 school. The High Rock School H3 option that proposes constructing a two story wing in the retention basin, renovations to the existing single story wing to accommodate kindergarten classrooms and reuse of the existing gym and cafeteria scored the highest of the four High Rock options. There were four options developed for the Central Ave site and of these the J3 option best addresses the existing site conditions and K-5 educational needs.

Based on the information gathered and studied to date the list of Alternatives recommended further exploration during the Preferred Schematic Report are:

- A: Capital Improvements Only
- B1: Additions and Renovations to the existing Hillside building
- C3: New K-5 School on the expanded Hillside School site
- E1a: New K-5 School on DeFazio East
- E2a w/ H3: New Grade 6 School on DeFazio East with Additions and Renovations to the High Rock School
- J3 : New School on Central Ave site

On August 10, 2015 this Executive Summary, the Educational Programs, the K-5 and Grade 6 School Space Summaries, the graphic illustration of each Alternative, and the Preliminary Evaluation Matrix was presented to the PPBC for final review. The Board of Selectman met on August XXX to approve the authorization of the PDP by the Town Manager. The School Committee approved the submission of the PDP on August XXXX and the PPBC granted final approval of the PDP on August XXX. Records of all votes can be found in the Appendix of this report.

Facility Deficiencies

The existing Hillside School facility is deficient in its ability to provide sufficient and appropriate space to meet the educational program needs of today's students including 21st Century Learning and STEAM. Hillside School is one of five K-5 schools in the Needham School District and the District aims to address the inequities that exist between the Hillside School and the other elementary schools. The facility was originally constructed in 1961. A classroom addition was constructed in 1968 and additional modular classrooms were added in 1996. The facility currently serves 435 students in grades K-5. There are two kindergarten classrooms, each has a morning and afternoon session of the half day kindergarten program. It is a district wide goal to provide full day kindergarten to all students however this is not currently possible at the Hillside School. Other program space deficiencies include space for special education, physical therapy, sufficient space for physical education, lunch, teacher collaboration and workspace, student collaboration and project space, and meeting space.

In addition to the limits the facility places on the educational program the building also lacks handicap accessibility between floors and to the library, proper ventilation in classrooms, hallways and office spaces, and the ability to expand the power and data to meet the needs of today's technology requirements.

Site deficiencies include limited parking, site circulation / safety concerns, contaminated ground water, and high water table that occasionally leads to flooding within the lower level of the building requiring a section of the corridor and the lower level restrooms to be closed off.

Design Enrollment

The Design Enrollment that the MSBA and the Town of Needham agreed upon, see Appendix X.03, considers two potential grade configurations, a K-5 School and a Grade 6 School. The K-5 elementary school which could be located on the existing Hillside School site or other available site considers two enrollments, 390 students if ½ day kindergarten is continued and 430 students if the District moves to a full day kindergarten program. A new Grade 6 School, with a design enrollment of 445 students, is being considered if the existing Grade 6 school (High Rock School) is renovated to meet the needs of the K-5 population.

The High Rock School was constructed in 1952 as an elementary school and renovated in 2009 when the District was experiencing overcrowding in their middle school. As a temporary solution the High Rock School opened as a Grade 6 school and is currently in its fifth year as a single grade school. The District has found this model to be very successful and it has become an important and unique part of Needham's educational process. Since the facility was designed for elementary students it lacks some of the important features of a middle school facility such as science labs, collaboration space for STEAM

programs, a full size gym, performance space, and small group special education space. As an elementary school for the target program and enrollment the High Rock School would require the addition of classrooms suitable for kindergarten, special education, and OT / PT, a larger gym and cafeteria and collaborative spaces for STEAM.

In the process of developing the District Goals with the Working Group and the Needham School Committee (NSC) it became clear that the District did not wish to consider any options that did not provide for full day kindergarten. Dore & Whittier was directed by the Group, School Committee, and the Permanent Public Building Committee (PPBC) not to develop options that did not provide full day kindergarten as part of the educational program. Meeting Minutes noting this direction can be found in Appendix X.07 and X.08.

Capital Budget Statement

In 2014 the Town on Needham updated their master plan which included the Hillside School project. The school project will be funded by a long term debt exclusion and is planned for in the long term capital plan. The School Committee and Board of Selectmen will seek local approval at the November 2016 Special Town Meeting and by ballot in the November 2016 elections.

A copy of the Town's Estimated Debt Service with Facilities Master Plan Projects from Volume 3 of the 2014 Needham Facilities Master Plan is included in [Appendix X.04](#) of this report. The Hillside Elementary School was identified as the first priority in the sequence of major capital projects. A complete digital copy of the 2014 Needham Facilities Master Plan Study is available on the Town's web site. The needs assessment study included: Schools and School Administration, Department of Public Works, Police and Fire Stations, and Recreation facilities within the town.

Project Directory & Project Schedule

A copy of the project directory with contact information for representatives of all district stake holders, designers, and owner's project manager can be found on the following pages. An updated schedule developed by the Owner's Project Manager follows the directory.

Key delivery dates are as follows:

PDP Submission:	September 3, 2015
PSR Submission:	December 1, 2015
Schematic Design Submission:	June 10, 2016
Special Town Meeting / Funding Appropriations:	November 02, 2016

Revised 8/13/2015

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Preliminary Evaluation of Alternatives - Hillside School									
(1 = least successful, 5 = Most Successful)									
	Option A CIP Only	Option B1 Addition & Renovation @ Hillside School (option cost includes swing space)	Option C3 New 3 Story School on Hillside Site + Parcels F, G, H (option cost includes swing space)	Option E1A New ES School @ DeFazio East	Option E2A New G6 School @ DeFazio East (option cost includes one of the H options)	Option H3 Add / Reno Plan for ES @ High Rock, Detention Area - Existing Gym & Caf� to Remain Add option to D & E Options	Option J3 New ES School @ Central Ave		
WEIGHT									
30	1. Education								
	1	4	5	5	5	4	5	5	
	1	3	5	5	5	3	5	5	
	1	4	4	4	4	3	4.5		
	2	5	5	5	5	5	5		
	1	4	5	5	5	4	5		
	1	2	2	5	4	4	5		
	1	2	1	2	2	3	3.5		
	1.7 Solar Orientation	2	1	2	2	3	3.5		
	Raw Score	24	27	31	30	26	33		
	Weighted Score	7	21	23	26	22	28		
20	2. Site Location								
	4	5	5	1	3	3	5		
	4	4	4	2	2	4.5	3		
	3	1	1	5	4	4	5		
	5	3	3	4	4	4	4		
	5	1	3	4	4	2	4.5		
	5	5	2	5	5	4	1		
	1	2	2	4	4	5	4		
	Raw Score	27	21	20	26	27	26.5		
	Weighted Score	15	12	11	15	15	15		
10	3. Site Circulation								
	1	2	4	5	5	4	5		
	1	1	3	5	5	3	4.5		
	1	1	5	5	5	3	4		
	1	1	4	5	5	3	4		
	1	1	5	5	5	4	5		
	5	2	2	2	2	5	5		
	3.6 Impact on Town Operations	2	2	2	2	5	5		
	Raw Score	10	8	23	27	22	27.5		
	Weighted Score	3	3	8	9	7	9		
10	4. Site Amenities								
	3	3	3	5	5	4	3		
	5	3	3	4	4	5	5		
	5	5	4	5	5	5	5		
	5	5	5	5	5	5	5		
	5	5	5	5	5	4	3		
	Raw Score	18	16	15	19	18	16		
	Weighted Score	9	8	8	10	9	8		
	SUB-TOTALS	34	44	50	60	53	60		

Preliminary Evaluation of Alternatives - Hillside School							
(1 = least successful, 5 = Most Successful)							
	Option A CIP Only	Option B1 Addition & Renovation @ Hillside School (option cost include swing space)	Option C3 New 3 Story School on Hillside Site + Parcels F, G, H (option cost includes swing space)	Option E1A New ES School @ DeFazio East	Option E2A New G6 School @ DeFazio East (option cost includes one of the H options)	Option H3 Add / Reno Plan for ES @ High Rock, Detention Area - Existing Gym & Caf� to Remain Add option to D & E Options	Option J3 New ES School @ Central Ave
WEIGHT							
30							
5. Cost							
5.1	Total Project Cost	\$ 12,516,000 *	\$ 91,227,000	\$ 86,495,000	\$ 61,036,000	\$ 81,545,000 *	\$ 62,000,000-63,000,000
		\$ 13,086,000 **				\$ 14,794,000	
	Notes	*does not include renovations to existing modular classrooms ** includes modular renovations	include modular building @ DeFazio and moving to and from swing space	includes modular building @ DeFazio, moving to and from but NOT the purchase of property	Does not include replacement of fields	Does not include replacement of fields Includes Option H3	Does not include cost of property
5.2	Total Construction Cost	\$ 7,920,000	\$ 50,226,000	\$ 46,812,000	\$ 43,549,000	\$ 47,678,000	\$ 44 - \$45,000,000
5.3	Modular School Cont / Phasing / Move / Add Transportation	move included in above	\$ 19,878,000	\$ 19,878,000	\$ 125,000	\$ 14,919,000	\$ 125,000
5.4	Cost to Maintain Hillside as Swing Space	NA	NA	NA	TBD	TBD	TBD
5.5	Total Cost to Town	TBD	TBD	TBD	TBD	TBD	TBD
5.6	Time to Completion (Phases Required)	8 years	5 years	5 years	5 years	5 years	5 years
5.7	Score	5	2	3	4	3	4
	Raw Score	5	2	3	4	3	4
	Weighted Score	8	3	5	6	5	6
	GRAND TOTALS	42	47	55	66	65	66
	FINAL RANKINGS	6	5	4	1	3	1

Revised 8/13/2015

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Existing Building on Existing Property

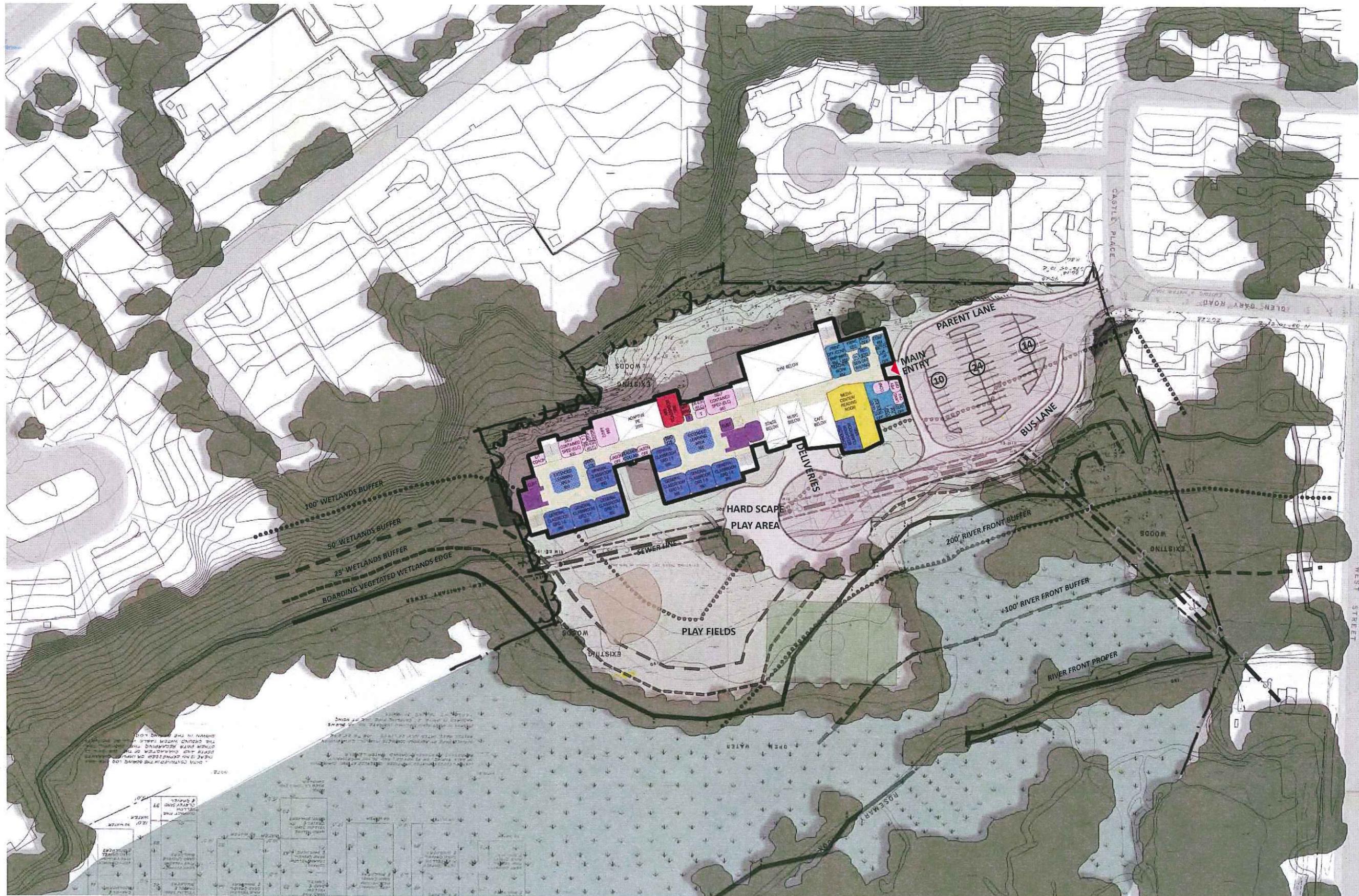


SCHOOL PROGRAMMING KEY

- | | | |
|---|--|---|
| ● CLASSROOMS | ● GYMNASIUM | ● MEDICAL |
| ● SPECIAL EDUCATION | ● MEDIA CENTER | ● ADMINISTRATION |
| ● ART/MUSIC | ● CAFETERIA | ● CUSTODIAL |

Hillside School Needham, Ma
 Option: Existing Hillside Elementary School

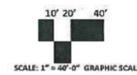




Hillside School Needham, Ma

Option B1: Addition/Reno. Hillside Site

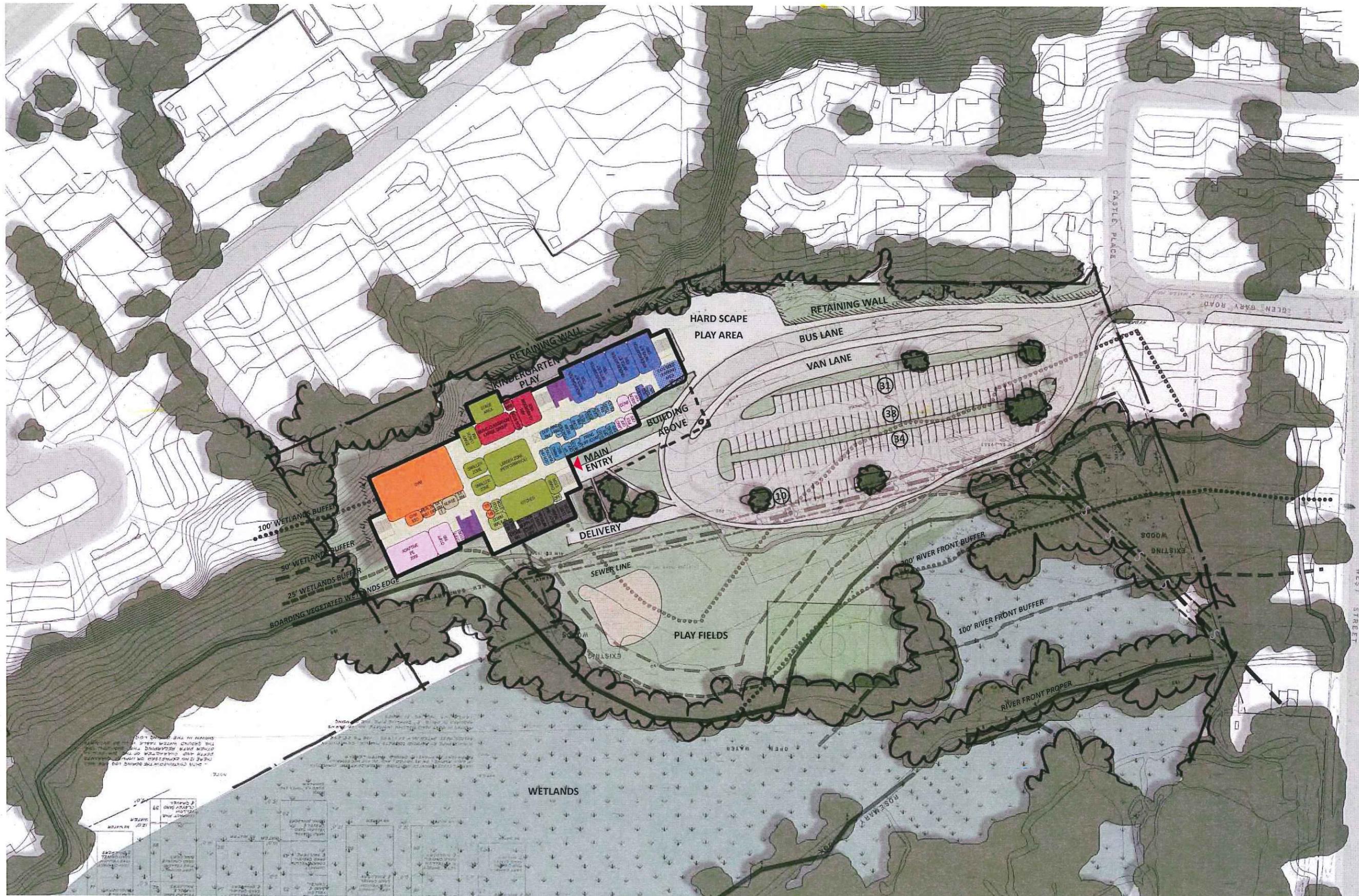
Addition Renovation on Existing Property



SCHOOL PROGRAMMING KEY

- | | | |
|---|--|--|
| ■ CLASSROOMS | ■ GYMNASIUM | ■ MEDICAL |
| ■ SPECIAL EDUCATION | ■ MEDIA CENTER | ■ ADMINISTRATION |
| ■ ART/MUSIC | ■ CAFETERIA | ■ CUSTODIAL |

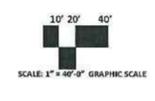




Hillside School Needham, Ma

Option C3: New Building Hillside Site

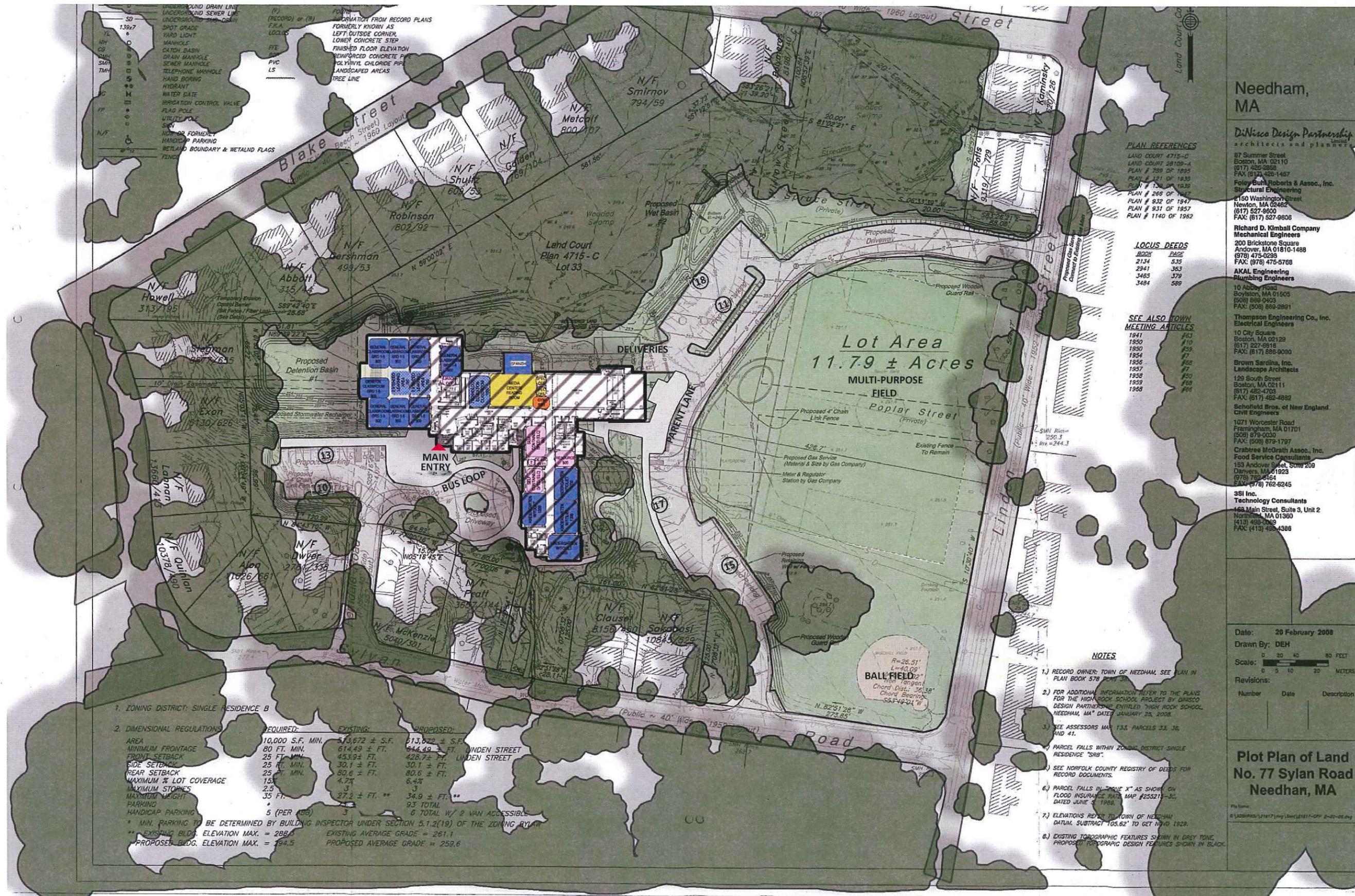
New Construction with Land Acquisition to the North



SCHOOL PROGRAMMING KEY

● CLASSROOMS	● GYMNASIUM	● MEDICAL
● SPECIAL EDUCATION	● MEDIA CENTER	● ADMINISTRATION
● ART/MUSIC	● CAFETERIA	● CUSTODIAL





Needham,
MA

DiNisco Design Partnership
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FAX: (617) 527-9806

Richard D. Kimball Company
Mechanical Engineers
200 Brickstone Square
Andover, MA 01810-1488
(978) 475-0288
FAX: (978) 475-5768

AKAL Engineering
Plumbing Engineers
10 Abbey Road
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FAX: (508) 899-2991

Thompson Engineering Co., Inc.
Electrical Engineers
10 City Square
Boston, MA 02129
(617) 227-9918
FAX: (617) 888-9090

Brown Sardina, Inc.
Landscape Architects
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3SI Inc.
Technology Consultants
168 Main Street, Suite 3, Unit 2
Northford, MA 01960
(413) 488-0069
FAX: (413) 488-4388

PLAN REFERENCES

LAND COURT 4715-D
LAND COURT 28109-A
PLAN # 789 OF 1895
PLAN # 121 OF 1935
PLAN # 138 OF 1935
PLAN # 266 OF 1947
PLAN # 932 OF 1947
PLAN # 931 OF 1957
PLAN # 1140 OF 1982

LOCUS DEEDS

BOOK	PAGE
2134	535
2941	363
3465	379
3484	589

SEE ALSO TOWN MEETING ARTICLES

YEAR	PAGE
1941	163
1950	110
1950	129
1954	17
1956	168
1957	17
1958	150
1959	169
1988	166

- NOTES**
- 1) RECORD OWNER: TOWN OF NEEDHAM, SEE PLAN IN PLAN BOOK 578 PLAT 38.
 - 2) FOR ADDITIONAL INFORMATION REFER TO THE PLANS FOR THE HILLSIDE SCHOOL PROJECT BY DINISCO DESIGN PARTNERSHIP ENTITLED "HILL ROCK SCHOOL, NEEDHAM, MA" DATED JANUARY 25, 2008.
 - 3) SEE ASSESSORS MAP 133, PARCELS 33, 36 AND 41.
 - 4) PARCEL FALLS WITHIN ZONING DISTRICT SINGLE RESIDENCE "SRB".
 - 5) SEE NORFOLK COUNTY REGISTRY OF DEEDS FOR RECORD DOCUMENTS.
 - 6) PARCEL FALLS IN "ZONE X" AS SHOWN ON FLOOD INSURANCE RATE MAP #25521-JC, DATED JUNE 3, 1989.
 - 7) ELEVATIONS REFER TO TOWN OF NEEDHAM DATUM. SUBTRACT 105.62' TO GET NAVD 1928.
 - 8) EXISTING TOPOGRAPHIC FEATURES SHOWN IN GREY TONE, PROPOSED TOPOGRAPHIC DESIGN FEATURES SHOWN IN BLACK.

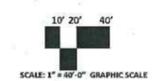
Date: 20 February 2008
 Drawn By: DEH
 Scale: 0 20 40 80 FEET
 0 5 10 20 METERS
 Revisions:

Number	Date	Description

Plot Plan of Land
No. 77 Sylar Road
Needham, MA

File Name:
G:\2008\HSD\200817\log\Site\200817-02-20-DEH.dwg

Elementary Addition on Existing Property



SCHOOL PROGRAMMING KEY

● CLASSROOMS	● GYMNASIUM	● MEDICAL	 RENOVATED
● SPECIAL EDUCATION	● MEDIA CENTER	● ADMINISTRATION	
● ART/MUSIC	● CAFETERIA	● CUSTODIAL	



Hillside School Needham, Ma

Option H3: Addition/Reno. on High Rock Site



Hillside School Needham, Ma

Option J3: New Building Central Ave Site



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

MEETING DATE: 8/18/2015

Agenda Item	Sign Notice of Traffic Regulation – Woodledge Road Helen Road
Presenter(s)	Richard P. Merson, DPW Director

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	<p>The Traffic Management Advisory Committee (TMAC) received a stop sign request from the residents in the area of Highgate Street, Woodledge Road, and Helen Road. The request from the residents was to designate Woodledge Road and Helen Road as stopped streets at the intersection of Highgate Street. The TMAC recommended that Woodledge Road and Helen Road be designated stopped streets at the intersection of Highgate Street.</p>		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	<u>X</u> YES	__ NO
	<p><i>Suggested Motion:</i></p> <p><i>“That the Board vote to approve and sign the Notice of Traffic Regulation Permit #SS15-08-18 requiring that Woodledge Road southbound and Helen Road northbound be designated stopped streets at the intersection of Highgate Street.”</i></p>		
3.	BACK UP INFORMATION ATTACHED	<u>X</u> YES	__ NO
	<p>(Describe backup below)</p> <p>1. Copy of Traffic Regulation SS15-08-18</p>		

TOWN OF NEEDHAM
BOARD OF SELECTMEN

NOTICE OF TRAFFIC REGULATION

By virtue of the authority vested in the Board of Selectmen of the Town of Needham, it is hereby

VOTED: In accordance with the provisions of Chapter 89, Section 9 of the General Laws, the following streets are designated as stop streets at the intersection and in the direction indicated:

Southbound drivers on WOODLEDGE ROAD and Northbound drivers on HELEN ROAD at the intersection of HIGHGATE STREET

BOARD OF SELECTMEN

Permit No. SS15-08-18

Date of Passage _____

Attest of Town Clerk _____

DLD



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

MEETING DATE: 8/18/2015

Agenda Item	Management Compensation Proposal
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>The Town Manager will recommend that the Board approve changes to the management compensation system effective for July 1, 2015, which were reviewed and approved by the Personnel Board on August 10th.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><i>Suggested Motion:</i> That the Board approve changes to the management compensation system and revised classification and standard rates of compensation schedule.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
<ul style="list-style-type: none"> a. Memo to the Board outlining the proposed management compensation program b. Schedule of Management Titles c. Management Pay Schedule d. Revised FY2016 Classification and Standard Rates of Compensation Schedule 			



TOWN OF NEEDHAM

TOWN HALL
1471 Highland Avenue
Needham, MA 02492-2669

Office of the
TOWN MANAGER

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

TO: Board of Selectmen
FROM: Kate Fitzpatrick, Town Manager *Kate*
CC: Christopher Coleman, Assistant Town Manager/Operations
David Davison, Assistant Town Manager/Finance
Elizabeth Dennis, Director of Human Resources
DATE: August 14, 2015
RE: Management Compensation Proposal

We are pleased to present the Board with a proposal for revamping the Town's management compensation system. The existing system was adopted in 1999, and has been subject to minor modifications since that time. The last market review of management pay was conducted in 2005 and implemented in 2006. More recently, the Town engaged a professional manager to perform an updated salary survey, which was then reviewed and revised by the Management Fellow assigned to the Human Resources Office. Generally speaking, and similar to the classification and compensation studies recently completed for the ITWA and non-represented administrative and professional staff, management salaries in Needham have not kept pace with those in comparable communities. Moreover, the significant changes to the ITWA and non-represented pay ranges has created compression, and in some cases collision, with the existing management schedule. Finally, the data suggests that the Town's five grade structure is too limiting in terms of our ability to align Needham's pay with similar positions in comparable communities.

Proposal Features

- Under the proposed management compensation program, managers will be eligible for compensation increases based on individual and team performance. Such compensation review will now be the sole mechanism by which management pay will be adjusted – general, across-the-board pay increases will no longer be a component of management pay.
- The existing five management level grades will be increased to nine: K21 through K29, with a 24% spread between the minimum and maximum of the pay ranges. The existing three step increases will be eliminated.
- The practice of paying individual managers beyond the maximum pay for their grade will eventually be eliminated, with the exception of salary reimbursements such as automobile allowances and other stipends.
- The (rarely used) policy of allowing individual managers to be compensated for merit up to 10% above the range will be eliminated with the expansion of the grade maximum pay levels.

- The longevity program was eliminated in 1999 when the current system was adopted, and all managers hired after 1994 are ineligible to participate in the longevity program. There are a handful of managers who are still receiving longevity pay. Under this proposal, longevity pay will be rolled into those managers' base pay effective July 1, 2019 (including any FY2020 increments), and the longevity program for managers will no longer exist.
- On an annual basis, the Town Manager will recommend adjustment to the compensation ranges to the Personnel Board and Board of Selectmen based on factors such as changes in the regional CPI, recent wage increases for represented employees and non-represented personnel, and other relevant factors.
- Out of grade pay for recruitment or retention of individual managers in accordance with the Rates of Compensation Policy (#423) will remain an option.
- All performance evaluations and compensation reviews will be effective on October 1st. Employees hired in the first quarter of the fiscal year (July 1 through September 30) will receive their first compensation review on the October 1 of the following fiscal year (no more than 15 months from the date of hire). Employees hired October 1 – June 30 will be eligible to receive a pro-rata increase on the following October 1st. For example, a manager hired April 1st whose review would result in a 4% compensation increase would receive a 2% increase (50%) the first October 1st, and would be eligible for full increases thereafter.
- Management pay will be converted to true salary basis with the implementation of bi-monthly pay effective July 1, 2016.

Implementation Features

- Except in extraordinary circumstances, managers who are out of range even after the implementation of the new compensation system will be red-lined and will be ineligible for compensation increases until the range maximum for their position classification is higher than their current pay.
- Managers who are not at the maximum of their performance range as of July 1, 2015 will be considered on a case by case basis with respect to first year implementation of this program.
- Given the timing of the proposal, we recommend a 1% increase for all managers effective July 1, 2015. Managers would then be eligible for performance increases as of October 1, 2015.

We look forward to discussing this proposal with the Board at your August 18th meeting.

FY2016	Minimum	Maximum
K29	\$121,726	\$150,940
K28	\$114,730	\$142,265
	Asst Town Mgr Dir of Finance Asst Town Mgr Dir of Operations Director of Public Works	
K27	\$107,734	\$133,590
K26	\$100,738	\$124,915
	Director of Design and Construction Director of Facilities Operations DPW Assistant Director Town Engineer	
K25	\$93,742	\$116,240
	Director of Human Resources Director of Management Information Systems	
K24	\$86,746	\$107,565
	Building Commissioner Director of Assessing Director of Park and Recreation Director of Planning and Community Development Director of Public Health Director of Public Library Division Superintendent Highway Division Superintendent Parks and Forestry Division Superintendent Solid Waste Recycling Division Superintendent Water Sewer Town Accountant Town Treasurer and Tax Collector	
K23	\$79,750	\$98,890
	COA Executive Director Director of Youth Services Senior Project Manager	
K22	\$72,754	\$90,215
	Director of Conservation Director of Economic Development Fleet Supervisor Project Manager Supervisor of Administration DPW Support Services Manager	
K21	\$63,375	\$78,585

Management Schedule		
FY2016	Minimum	Maximum
K29	\$121,726	\$150,940
K28	\$114,730	\$142,265
K27	\$107,734	\$133,590
K26	\$100,738	\$124,915
K25	\$93,742	\$116,240
K24	\$86,746	\$107,565
K23	\$79,750	\$98,890
K22	\$72,754	\$90,215
K21	\$63,375	\$78,585

Town of Needham

FISCAL YEAR 2016

SCHEDULE A

Effective July 1, 2015

Full-time, part-time, temporary, and seasonal position classifications with corresponding compensation schedules

CLASS TITLE	GRADE/SCHEDULE	FLSA status
Activity Instructor	Schedule C	exempt
Administrative Analyst	GE-18	exempt
Administrative Assistant (non-represented)	G-14	non-exempt
Administrative Assistant	I-14	non-exempt
Administrative Coordinator	I-15	non-exempt
Administrative/Office Support Specialist I, II, III (AOSS)	Schedule C	non-exempt
Administrative Specialist	I-15	non-exempt
Animal Control Officer	G-16	non-exempt
Animal Inspector	Schedule C	Stipend
Applications Administrator	IE-20	exempt
Assistant Building Commissioner	GE-21	exempt
Assistant Cataloger	G-14	non-exempt
Assistant Children's Librarian	G-15	non-exempt
Assistant Director of Assessing	GE-20	exempt
Assistant Director of Public Library	GE-21	exempt
Assistant Director of Public Works	K-26	exempt
Assistant Director, Park & Recreation	GE-20	exempt
Assistant Executive Director, Council on Aging	GE-20	exempt
Assistant Program Coordinator	G-15	non-exempt
Assistant Superintendent	GE-20	exempt
Assistant Town Accountant	GE-20	exempt
Assistant Town Clerk	GE-18	exempt
Assistant Town Engineer	GE-22	exempt
Assistant Town Manager/Director of Finance	K-28	exempt
Assistant Town Manager/Director of Operations	K-28	exempt
Assistant Town Planner	GE-19	exempt
Assistant Treasurer/Collector	GE-20	exempt
Autocad Technician	G-16	non-exempt
Building Commissioner	K-24	exempt
Building Monitor I, II	Schedule C	non-exempt
Care/Veterans Graves & Coordinator of Ceremonies	Schedule C	Stipend
Carpenter	BT-2	non-exempt
Children's Librarian	GE-18	exempt
Chief Pumping Station Operator	W-7	non-exempt
Civil Engineer	GE-19	exempt

Town of Needham

Firefighter	F-1	non-exempt
Fleet Supervisor	K-22	exempt
General Services Assistant (GSA)	Schedule C	non-exempt
GIS/Database Administrator	IE-20	exempt
Glazer/Craftsperson	BT-2	non-exempt
Heavy Motor Equipment Operator	W-4	non-exempt
Human Resources Administrator	GE-18	exempt
HVAC Technician	BT-3	non-exempt
Information Technology Specialist (ITS)	Schedule C	exempt
Inspector of Plumbing & Gas	G-19	non-exempt
Inspector of Wires	G-19	non-exempt
Laborer 2	W-2	non-exempt
Laborer 3	W-3	non-exempt
Laborer/Trades Assistant Year 1 ,2, 3 ,4	Schedule C	non-exempt
Library Assistant	G-13	non-exempt
Library Children's Supervisor	GE-19	exempt
Library Circulation Supervisor	GE-17	exempt
Library Reference Supervisor	GE-19	exempt
Library Technical Services Supervisor	GE-19	exempt
Library Technology Specialist/Archivist	GE-19	exempt
Lineman	FA-1	non-exempt
Local Building Inspector	G-20	non-exempt
Management Analyst	GE-20	exempt
Master Mechanic	W-7	non-exempt
Network Manager	IE-23	exempt
New Year's Needham Coordinator	Schedule C	Stipend
On-call Public Health Nurse	Schedule C	exempt
Parking Clerk	Schedule C	non-exempt
Payroll Coordinator	I-18	non-exempt
Playground Maintenance Specialist	Schedule C	non-exempt
Plumber	BT-3	non-exempt
Police Chief	*	exempt
Police Lieutenant	P-3	non-exempt
Police Maintenance Assistant	G-15	non-exempt
Police Matron	Schedule C	non-exempt
Police Officer	P-1	non-exempt
Police Sergeant	P-2	non-exempt
Professional/Technical Support Specialist I, II, III	Schedule C	non-exempt
Program Support Assistant I, II, III	Schedule C	non-exempt
Program Coordinator	G-16	non-exempt
Project Manager	K-22	exempt
Public Health Nurse	IE-20	exempt
Public Safety Dispatch Supervisor	G-19	non-exempt
Public Safety Dispatcher	G-15	non-exempt

Town of Needham

Tree Climber	W-4	non-exempt	
Van Driver	Schedule C	non-exempt	
Warehouse Person	BT-1	non-exempt	
Water Treatment Facility Manager	GE-21	exempt	
Working Foreman	W-6	non-exempt	
Needham Contributory Retirement Board Titles			
Department Specialist/Retirement	G-14	non-exempt	
Retirement Administrator	GE-20	exempt	
<u>SCHEDULE A STIPENDS</u>			
All Stipends must be approved by the Town Manager prior to payment.			
(Additional compensation for specific assignments)			
(1) Additional \$75.00 per month when assigned to and performing the duties of Deputy Tree Warden.			
(2) Additional \$1,500 per year when performing the duties of Assistant Parking Clerk			
(3) Additional \$1,200 when assigned to and performing the duties of Registered Land Surveyor as designated by the Director of Public Works.			
(4) Additional \$1,200 when an employee other than the Assistant Town Manager/Finance Director is designated as the Chief Procurement Officer.			
(5) Designated Wiring Inspector in accordance with M.G.L. c. 166 s 32.			
(6) Additional \$1,500 when assigned as Assistant Director of Emergency Management			
(7) Additional \$2,000 when assigned as Director of Emergency Management			
(8) Additional \$1,500 when assigned Youth Center Coordinator responsibilities			
(*) Compensation set by employment agreement in accordance with M.G.L. c. 41 s. 108O			
(**) Outreach Worker is PT position; moved to Schedule C as Program Assistant II			



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

MEETING DATE: 8/19/2015

Agenda Item	Blue Tree Proposal
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>The Town Manager will recommend that the Board of Selectmen support a plan to allow local artists to create pieces of art from the former blue tree to be displayed in the community. An application process will be created and a reviewing committee will be established to consider applications. All art created will remain the property of the Town.</p> <p>All salvageable pieces of the blue tree have been cataloged and stored.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>a. Blue Tree Catalog</p>			

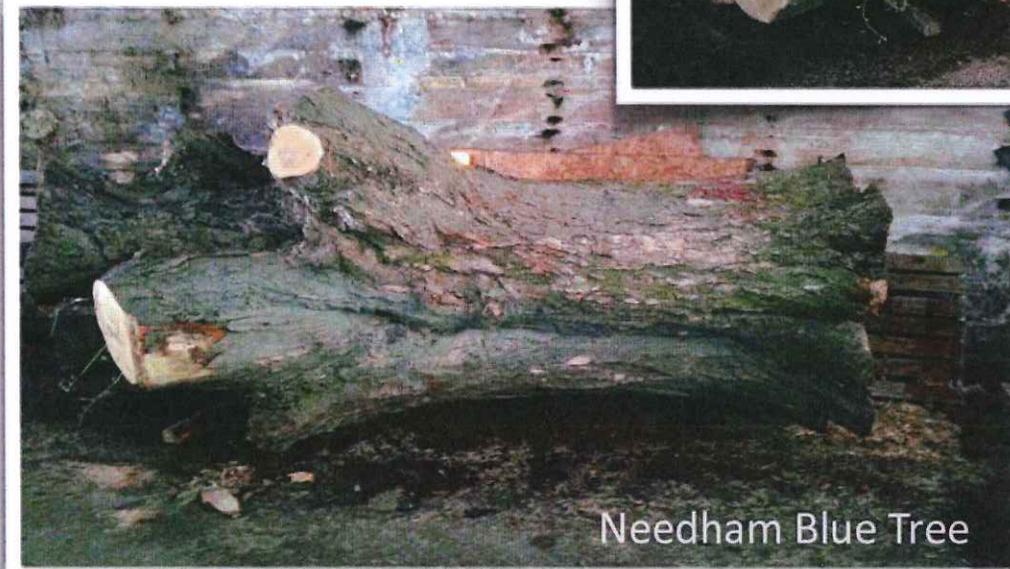


Town of Needham

Blue Tree Catalog

Item #1

Main trunk, avg. diameter 51 in. length 138 in. with an estimated volume of 163 cu.ft and an approximate weight of 7178 lb.





Town of Needham

Blue Tree Catalog

Item #2

One log, avg. diameter 25 in. Length 32 in. with an estimated volume of 9.1 cu.ft and an approximate weight of 400 lb.





Town of Needham

Blue Tree Catalog

Item #3

One log, avg. diameter 23 in. Length 22 in. with an estimated volume of 5.3 cu.ft and an approximate weight of 233 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #4

One log, avg. diameter 24.5 in. Length 28 in. with an estimated volume of 7.6 cu.ft and an approximate weight of 336 lb.



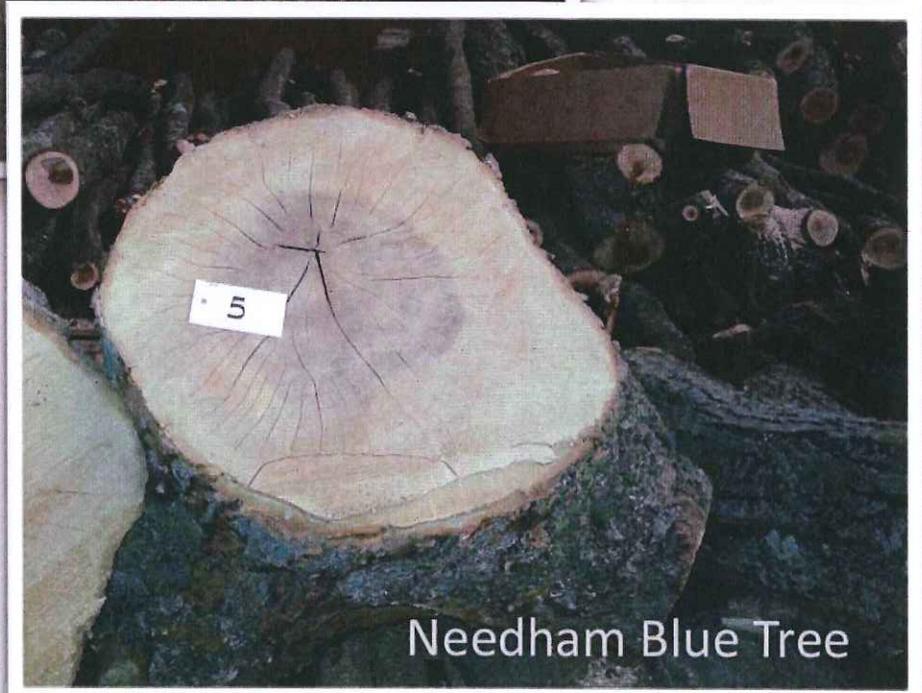


Town of Needham

Blue Tree Catalog

Item #5

One log, avg. diameter 23.5 in. Length 38 in. with an estimated volume of 9.5 cu.ft and an approximate weight of 420 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #6

One log, avg. diameter 22.5 in. Length 28 in. with an estimated volume of 6.4 cu.ft and an approximate weight of 283 lb.





Town of Needham

Blue Tree Catalog

Item #7

One log, avg. diameter 23 in. Length 36 in. with an estimated volume of 8.7 cu.ft and an approximate weight of 381 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #8

One log, avg. diameter 19 in. Length 50 in. with an estimated volume of 8.2 cu.ft and an approximate weight of 361 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #9

One log, avg. diameter 12 in. Length 44 in. with an estimated volume of 2.9 cu.ft and an approximate weight of 127 lb.





Town of Needham

Blue Tree Catalog

Item #10

One log, avg. diameter 11 in.
Length 73 in. with an estimated
volume of 4 cu.ft and an
approximate weight of 177 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #11

One log, avg. diameter 11 in. Length 76 in. with an estimated volume of 4.2 cu.ft and an approximate weight of 184 lb.





Town of Needham

Blue Tree Catalog

Item #12

One log, avg. diameter 16 in. Length 57 in. with an estimated volume of 6.6 cu.ft and an approximate weight of 292 lb.



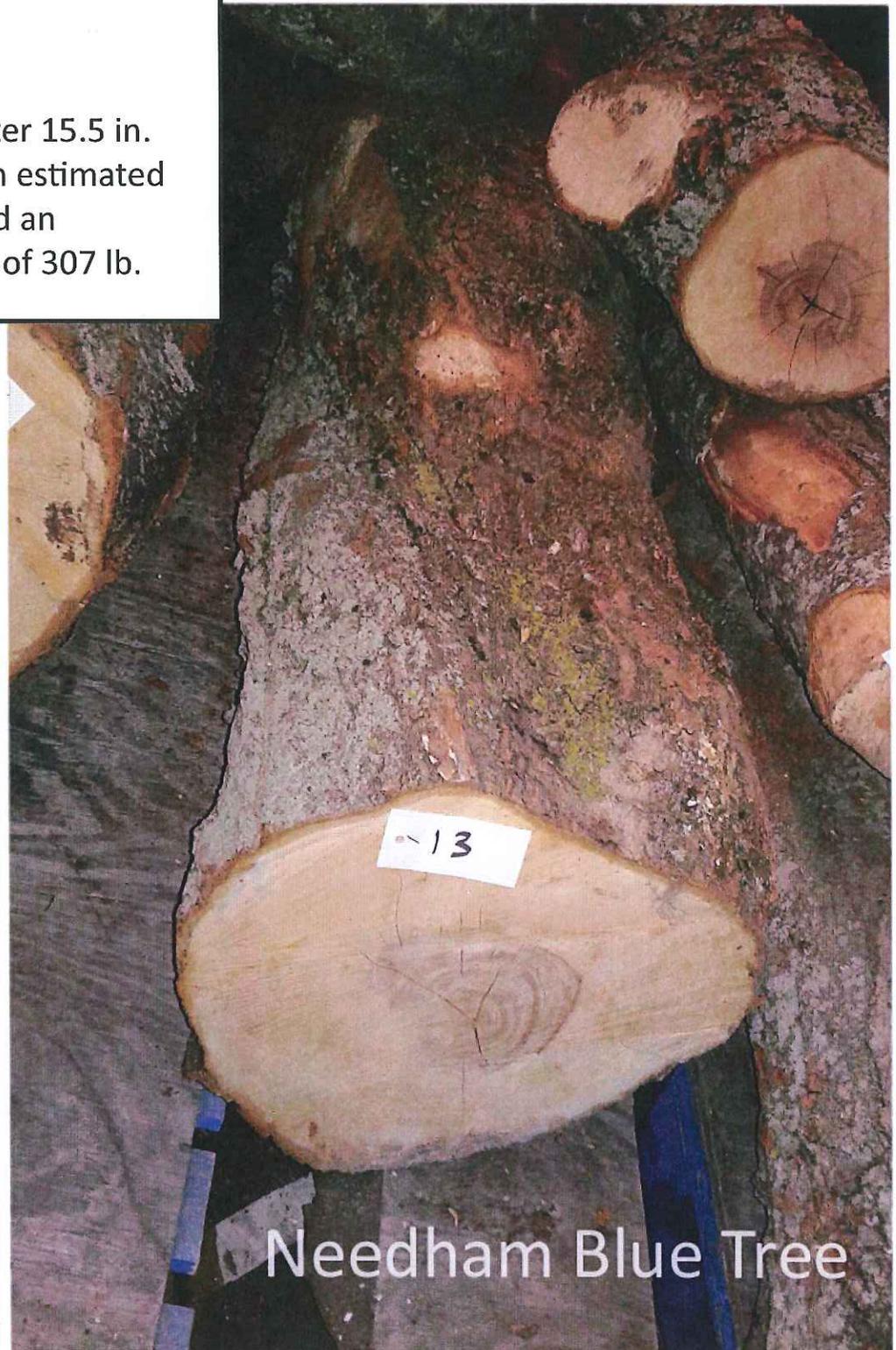


Town of Needham

Blue Tree Catalog

Item #13

One log, avg. diameter 15.5 in.
Length 64 in. with an estimated
volume of 7 cu.ft and an
approximate weight of 307 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #14

One log, avg. diameter 13.5 in.
Length 52 in. with an estimated
volume of 4.3 cu.ft and an
approximate weight of 190 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #15

One log, avg. diameter 9 in. Length 77 in. with an estimated volume of 2.8 cu.ft and an approximate weight of 125 lb.



Needham Blue Tree

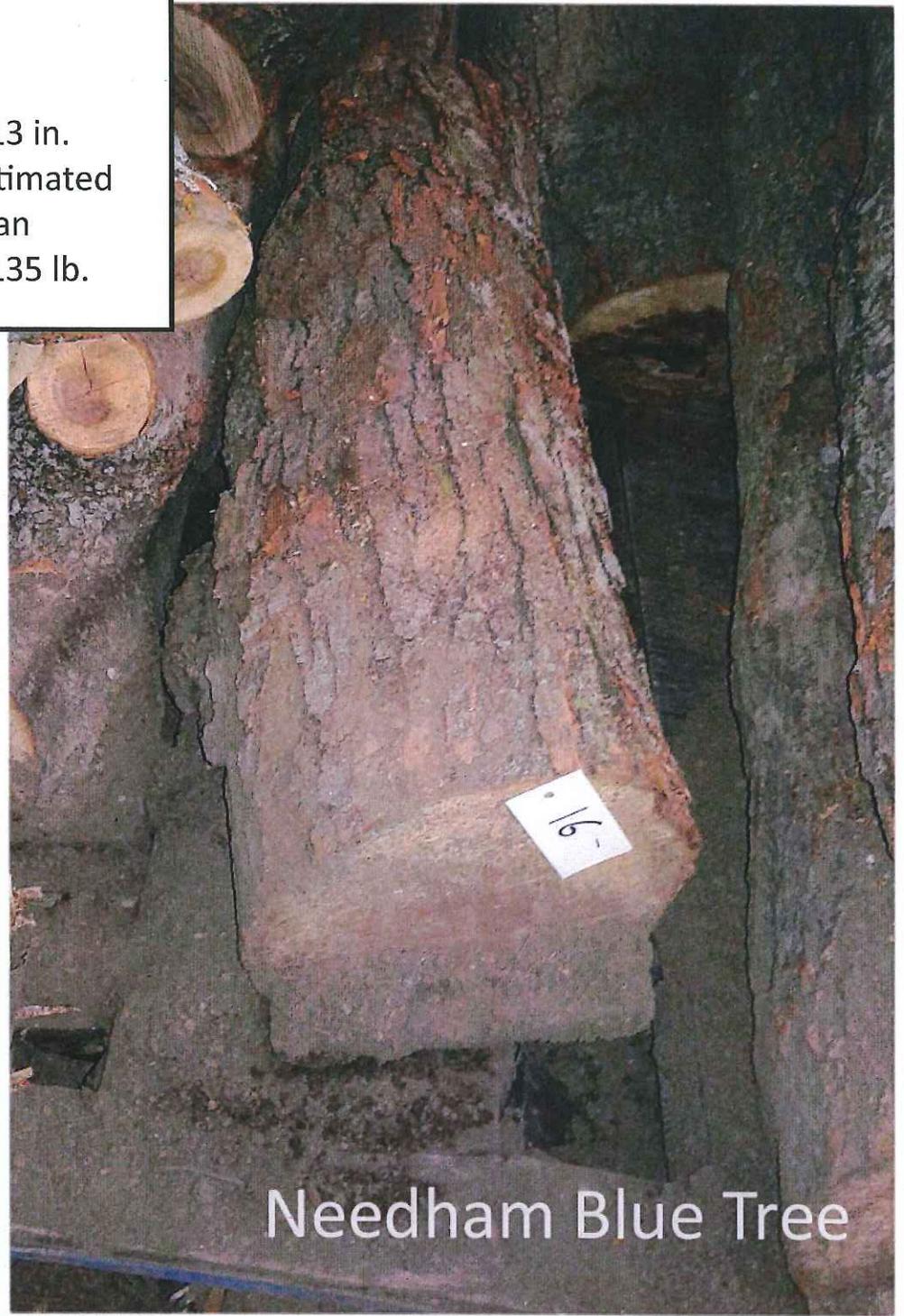


Town of Needham

Blue Tree Catalog

Item #16

One log, avg. diameter 13 in.
Length 40 in. with an estimated
volume of 3.1 cu.ft and an
approximate weight of 135 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #17

One log, avg. diameter 23 in. Length 30 in. with an estimated volume of 7.2 cu.ft and an approximate weight of 317 lb.





Town of Needham

Blue Tree Catalog

Item #18,19,20

For information
See description below





Town of Needham

Blue Tree Catalog

Item #18

One log, avg. diameter 18 in.
Length 34 in. with an estimated
volume of 5 cu.ft and an
approximate weight of 220 lb.

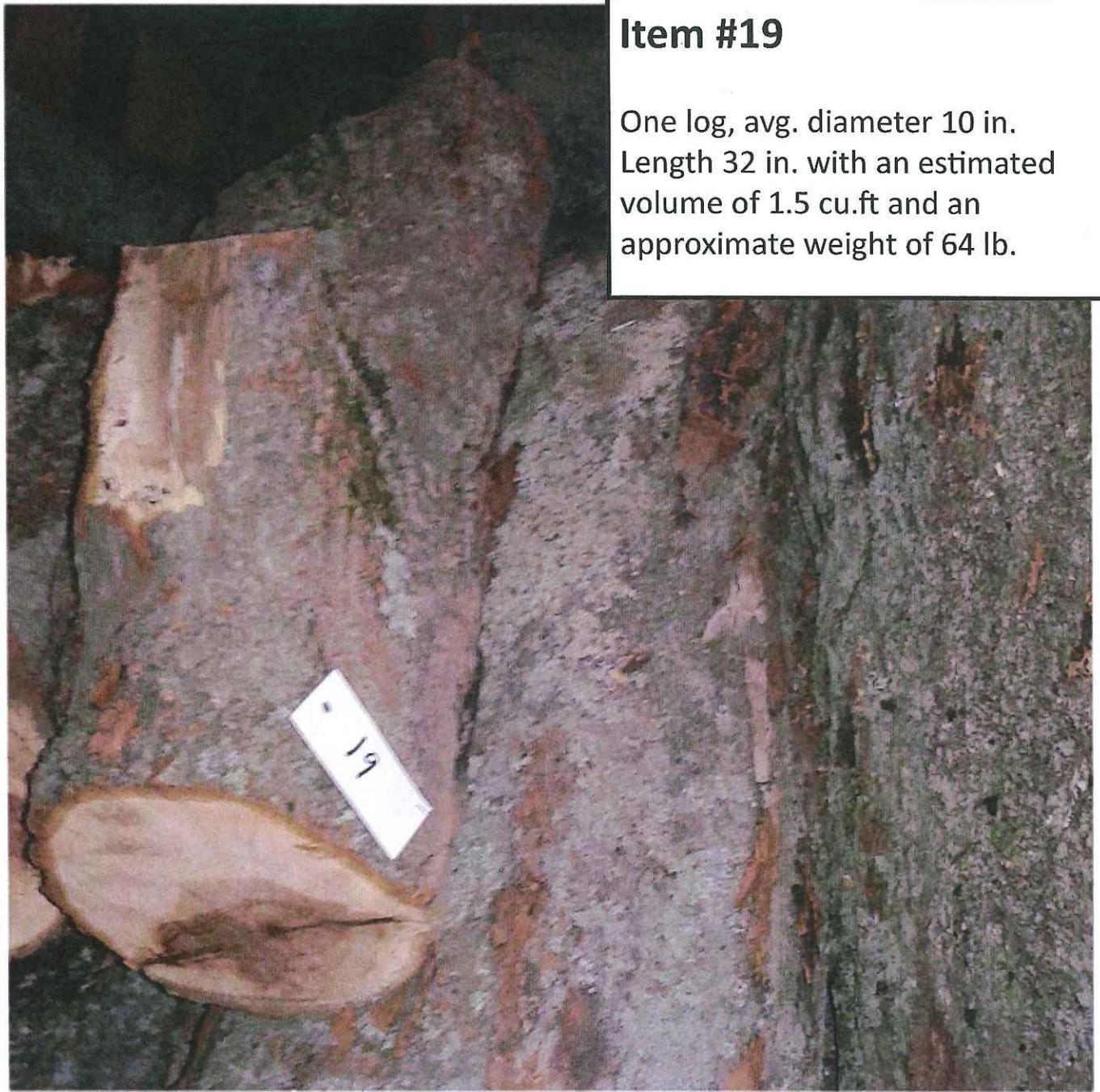


Needham Blue Tree



Town of Needham

Blue Tree Catalog



Item #19

One log, avg. diameter 10 in.
Length 32 in. with an estimated
volume of 1.5 cu.ft and an
approximate weight of 64 lb.

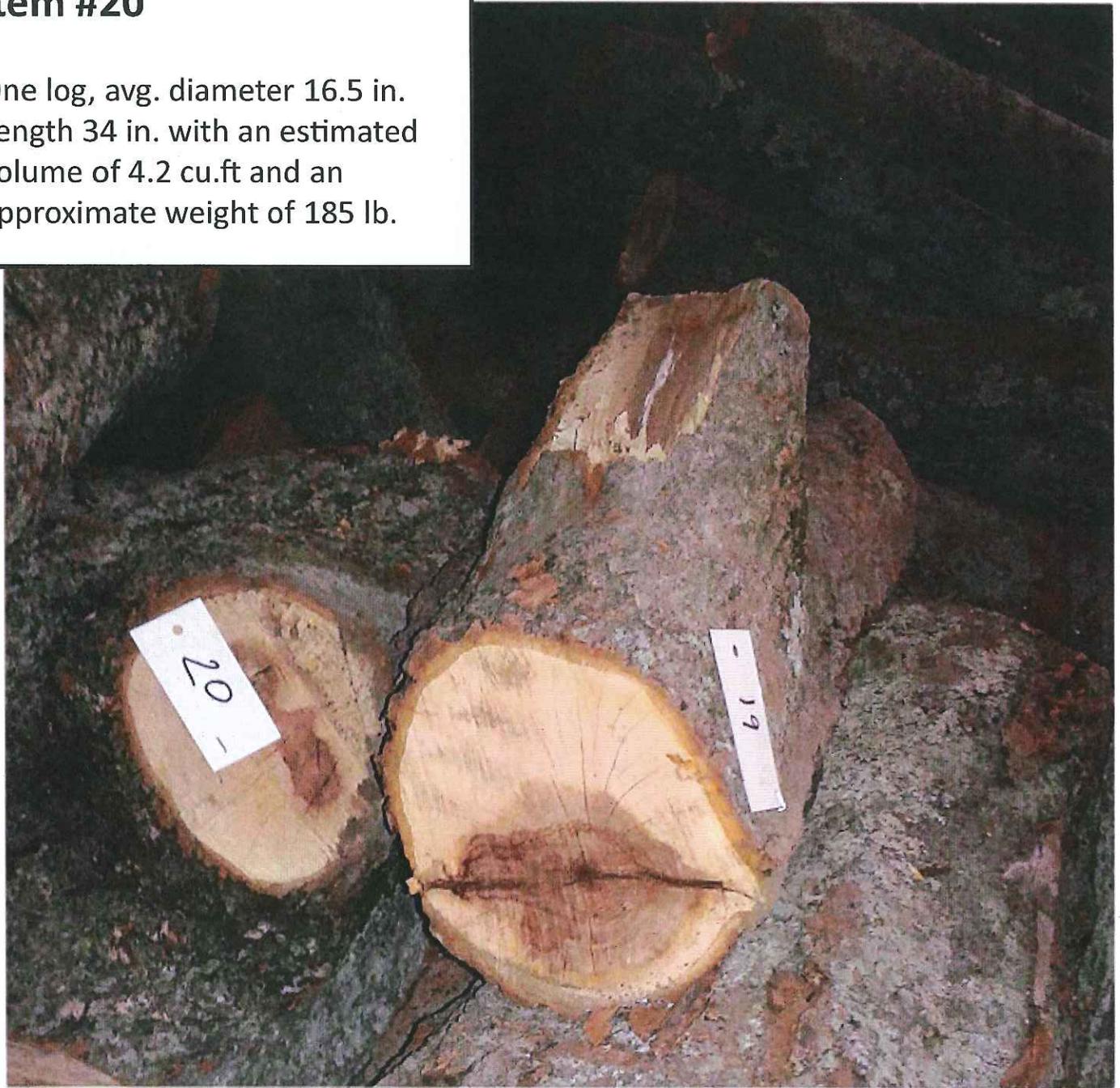


Town of Needham

Blue Tree Catalog

Item #20

One log, avg. diameter 16.5 in.
Length 34 in. with an estimated
volume of 4.2 cu.ft and an
approximate weight of 185 lb.





Town of Needham

Blue Tree Catalog

Item #21

One log, avg. diameter 9 in.
Length 32 in. with an estimated
volume of 1.2 cu.ft and an
approximate weight of 52 lb.



Needham Blue Tree

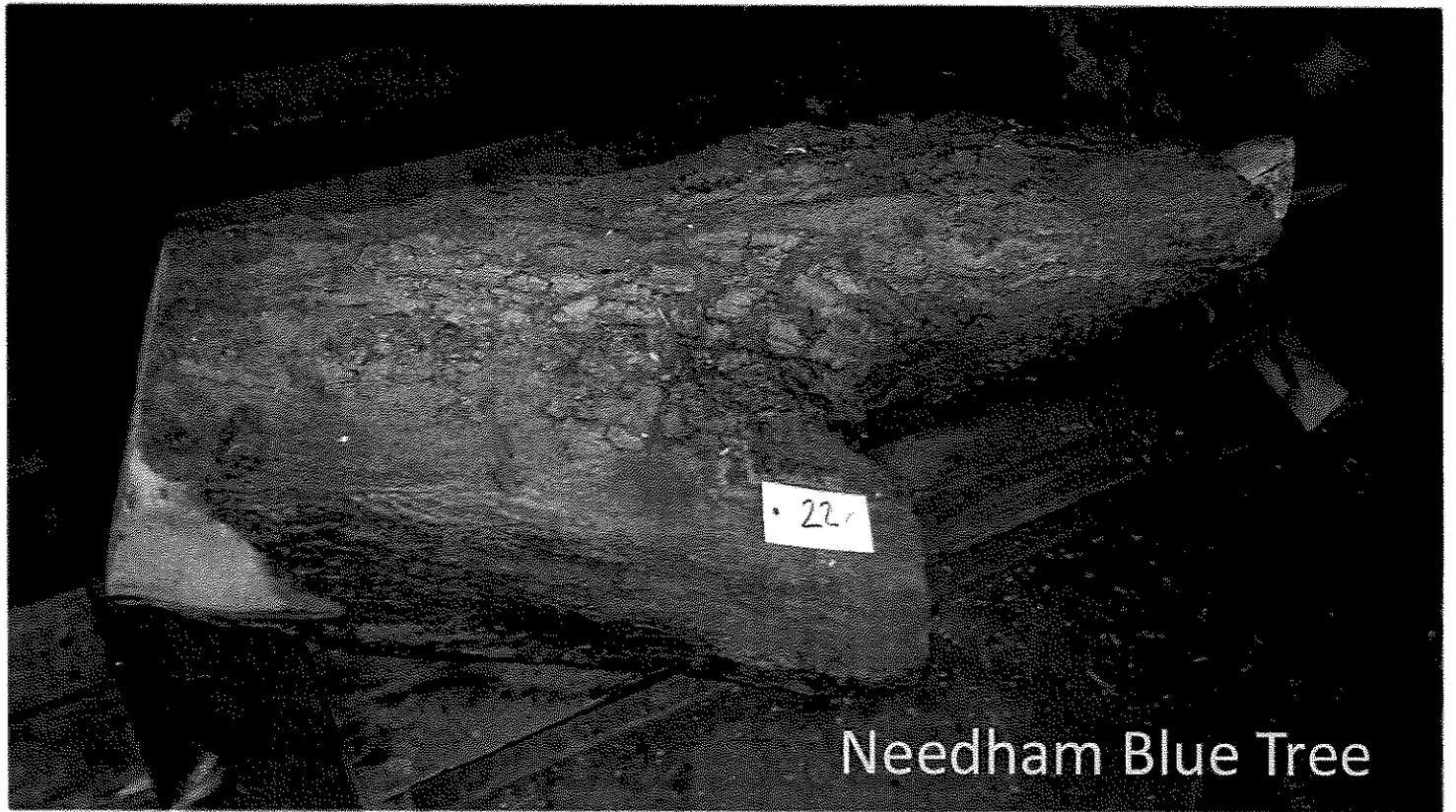


Town of Needham

Blue Tree Catalog

Item #22

One log, avg. diameter 12 in. Length 39 in. with an estimated volume of 2.6 cu.ft and an approximate weight of 112 lb.



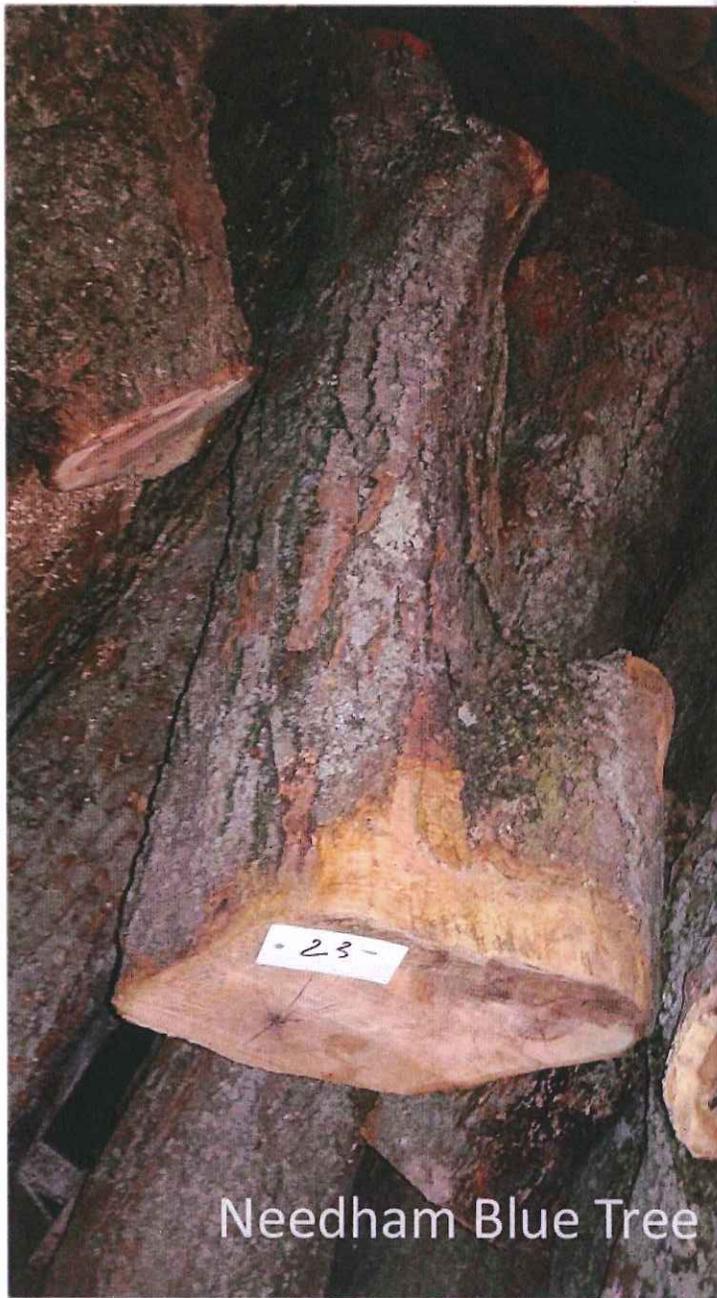


Town of Needham

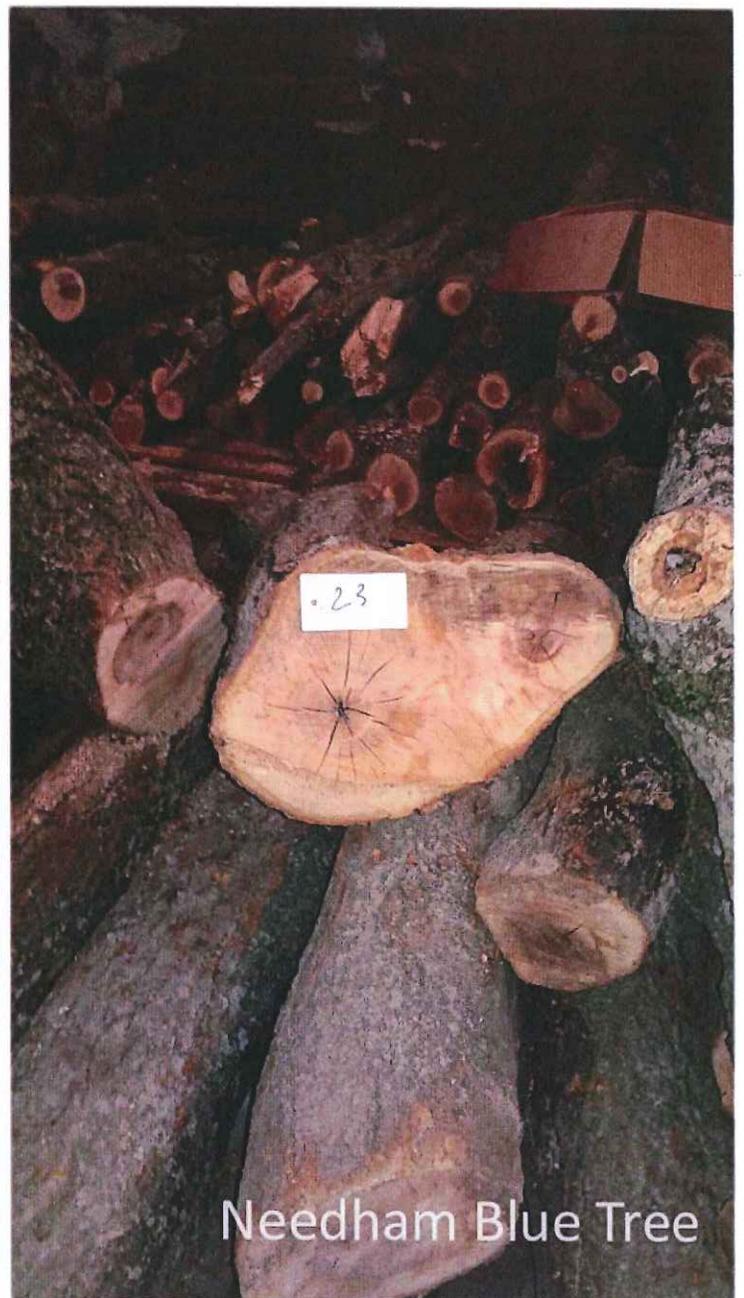
Blue Tree Catalog

Item #23

One log, avg. diameter 14.5 in. Length 52 in. with an estimated volume of 5 cu.ft and an approximate weight of 219 lb.



Needham Blue Tree



Needham Blue Tree

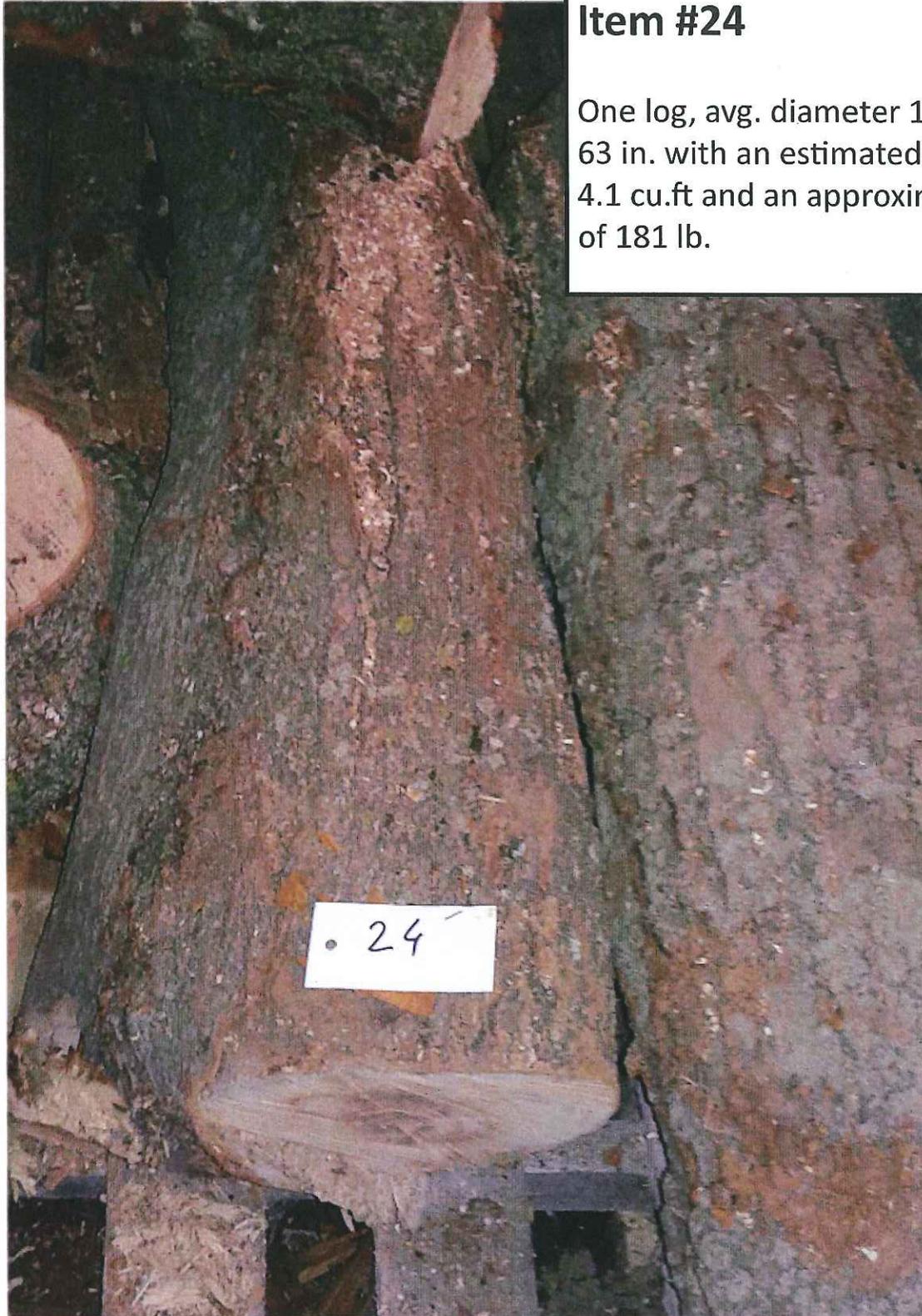


Town of Needham

Blue Tree Catalog

Item #24

One log, avg. diameter 12 in. Length 63 in. with an estimated volume of 4.1 cu.ft and an approximate weight of 181 lb.





Town of Needham

Blue Tree Catalog

Item #25

One log, avg. diameter 11 in. Length 44 in. with an estimated volume of 2.4 cu.ft and an approximate weight of 106 lb.





Town of Needham

Blue Tree Catalog

Item #26

One log, avg. diameter 10 in. Length 58 in. with an estimated volume of 2.6 cu.ft and an approximate weight of 116 lb.



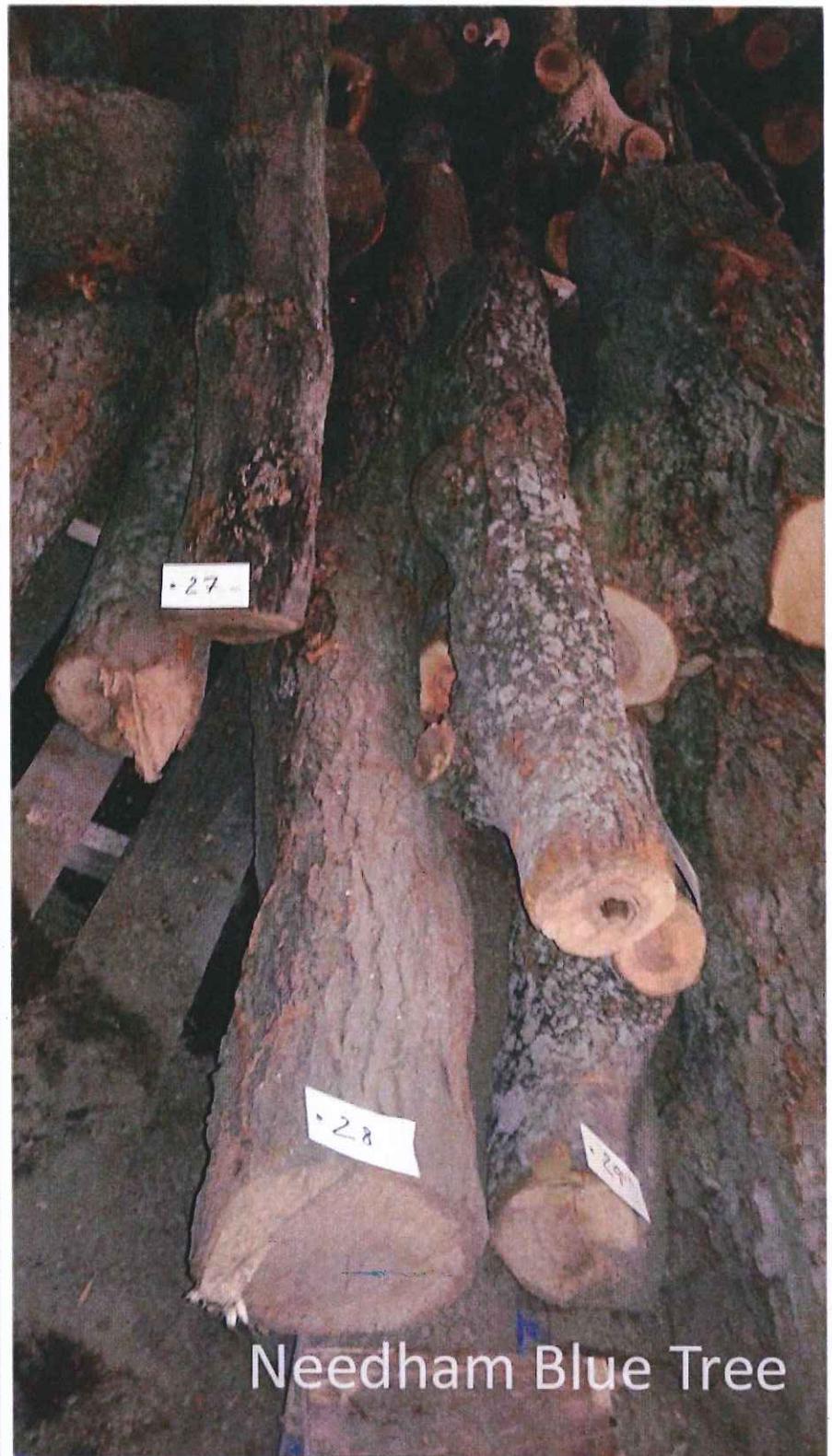


Town of Needham

Blue Tree Catalog

Item #27,28,29

For information
See description below



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #27

One log, avg. diameter 7 in. Length 58 in. with an estimated volume of 1.3 cu.ft and an approximate weight of 57 lb.





Town of Needham

Blue Tree Catalog

Item #28

One log, avg. diameter 12 in.
Length 96 in. with an estimated
volume of 6.3 cu.ft and an
approximate weight of 276 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #29

One log, avg. diameter 7 in. Length 36 in. with an estimated volume of 0.8 cu.ft and an approximate weight of 35 lb.





Town of Needham

Blue Tree Catalog

Item #30

One log, avg. diameter 7 in. Length 69 in. with an estimated volume of 1.5 cu.ft and an approximate weight of 68 lb.





Town of Needham

Blue Tree Catalog

Item #31

One log, avg. diameter 10 in.
Length 52 in. with an estimated
volume of 2.4 cu.ft and an
approximate weight of 104 lb.



Needham Blue Tree

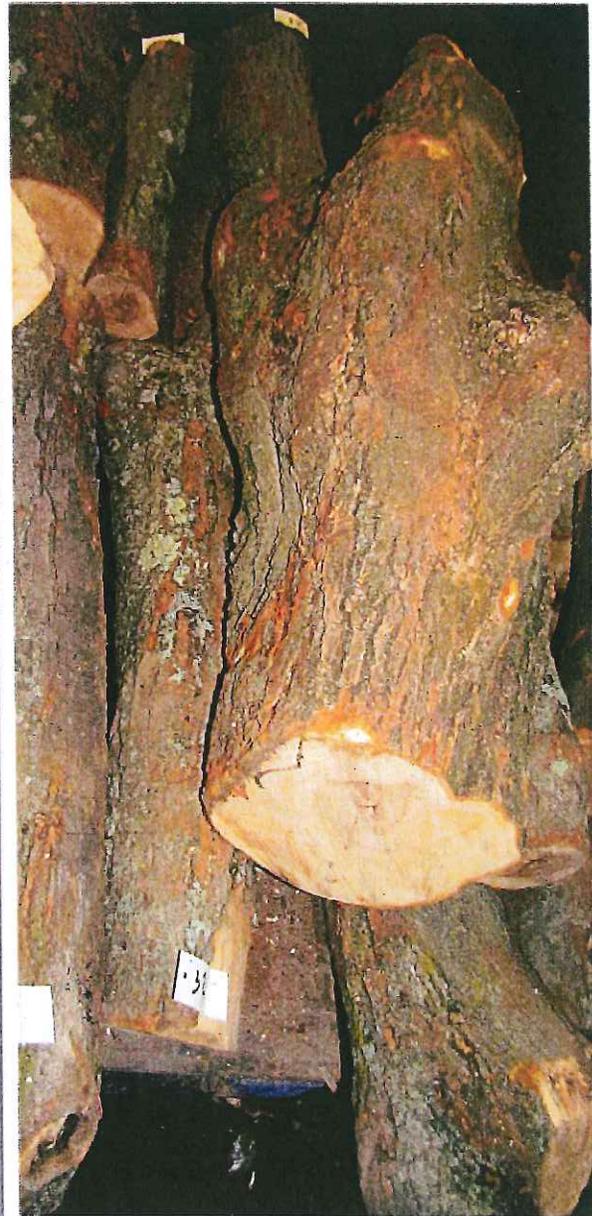
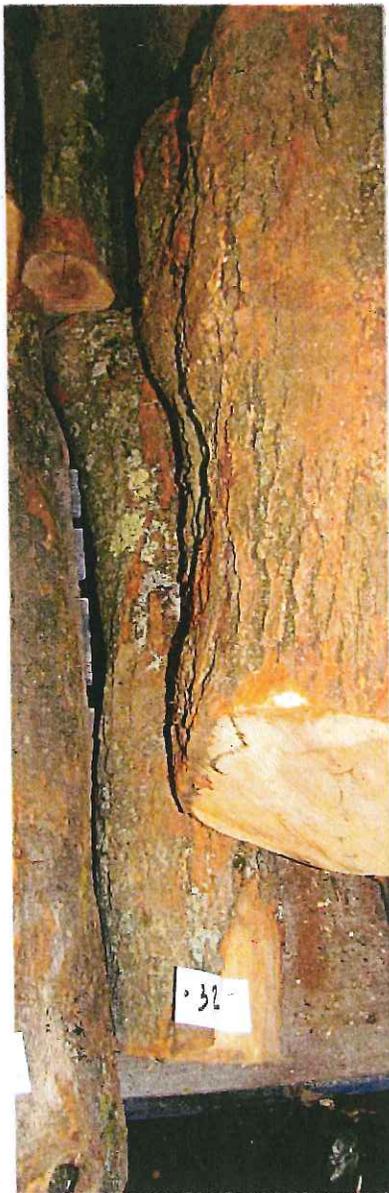


Town of Needham

Blue Tree Catalog

Item #32

One log, avg. diameter 7 in. Length 53 in. with an estimated volume of 1.2 cu.ft and an approximate weight of 52 lb.





Town of Needham

Blue Tree Catalog

Item #33

One log, avg. diameter 11 in.
Length 25 in. with an estimated
volume of 1.4 cu.ft and an
approximate weight of 60 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Miscellaneous Items #34 +

Diameter 5 to 7 in. Length 4 to 6 inches, Quantity available: 4
Each item can be sold separately





Town of Needham

Blue Tree Catalog

Item #35

One log, avg. diameter 9 in.
Length 33 in. with an estimated
volume of 1.2 cu.ft and an
approximate weight of 53 lb.



Needham Blue Tree

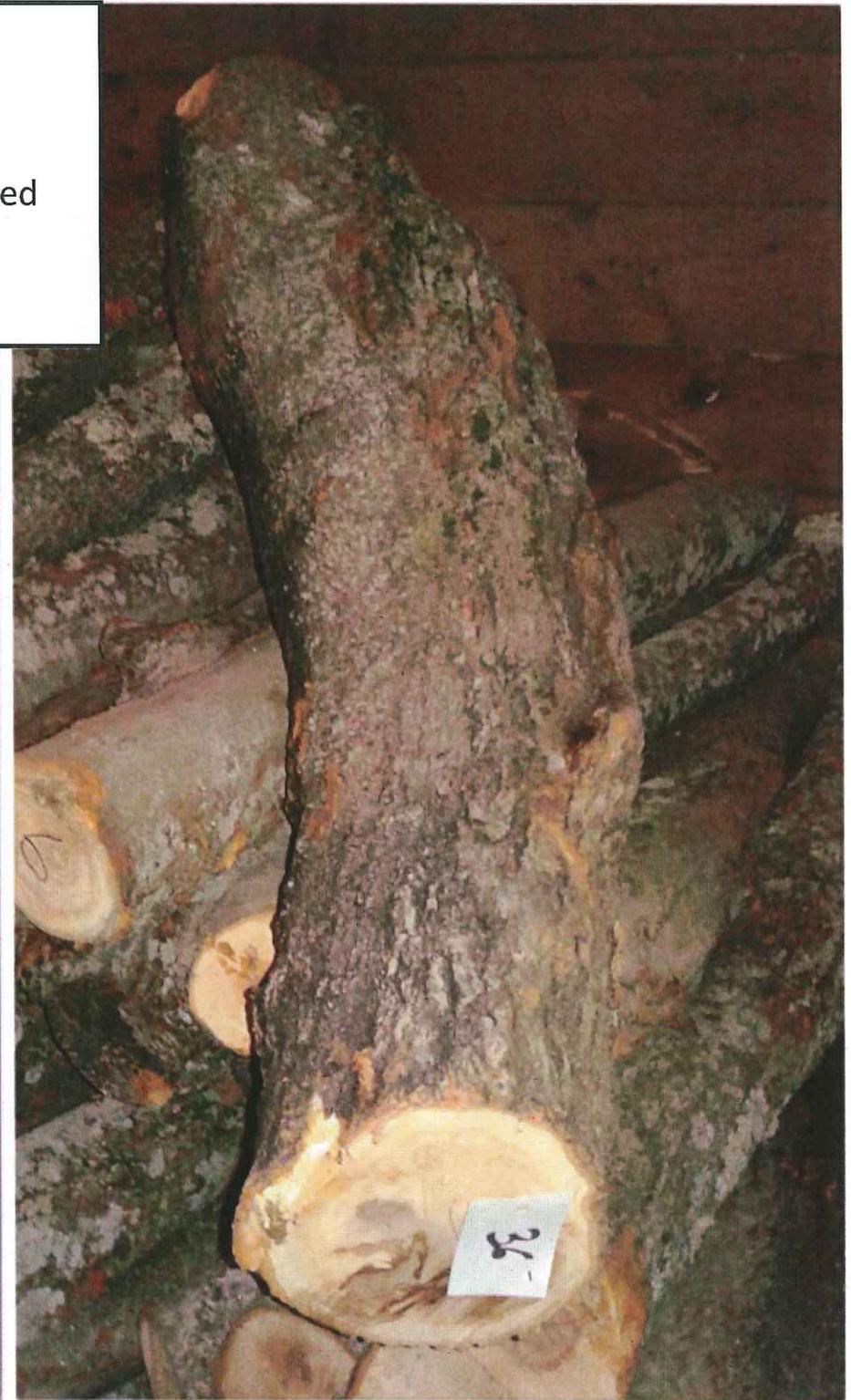


Town of Needham

Blue Tree Catalog

Item #36

One log, avg. diameter 7 in.
Length 44 in. with an estimated
volume of 1 cu.ft and an
approximate weight of 43 lb.



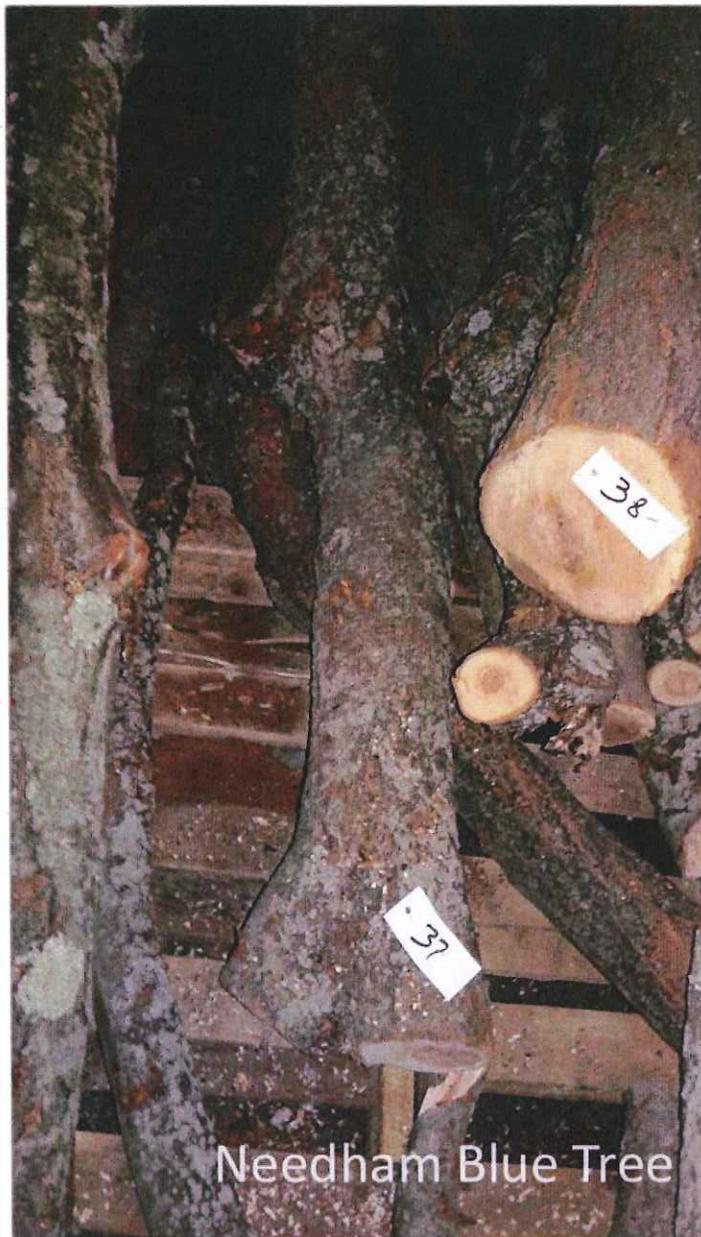


Town of Needham

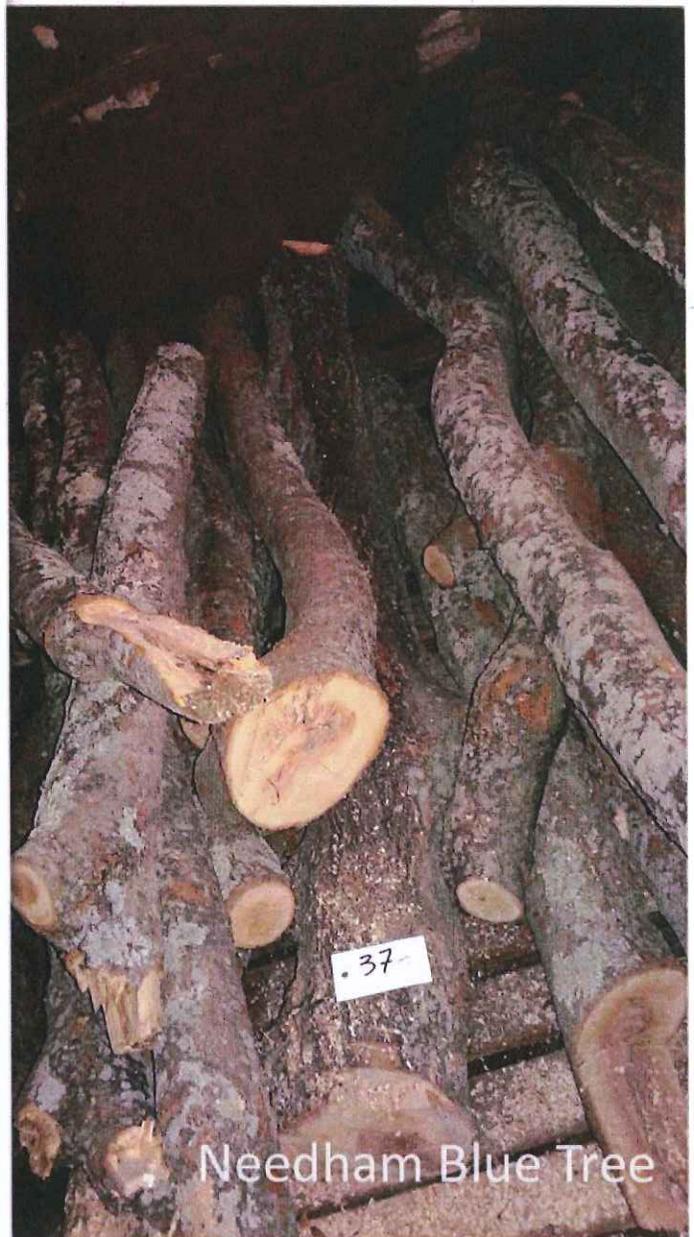
Blue Tree Catalog

Item #37

One log, avg. diameter 7 in. Length 72 in. with an estimated volume of 1.6 cu.ft and an approximate weight of 71 lb.



Needham Blue Tree



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Item #38

One log, avg. diameter 9 in.
Length 53 in. with an estimated
volume of 2 cu.ft and an
approximate weight of 86 lb.





Town of Needham

Blue Tree Catalog

Item #39

One log, avg. diameter 9 in. Length 48 in. with an estimated volume of 1.8 cu.ft and an approximate weight of 78 lb.





Town of Needham

Blue Tree Catalog

Item #40

One log, avg. diameter 8 in. Length 77 in. with an estimated volume of 2.2 cu.ft and an approximate weight of 99 lb.



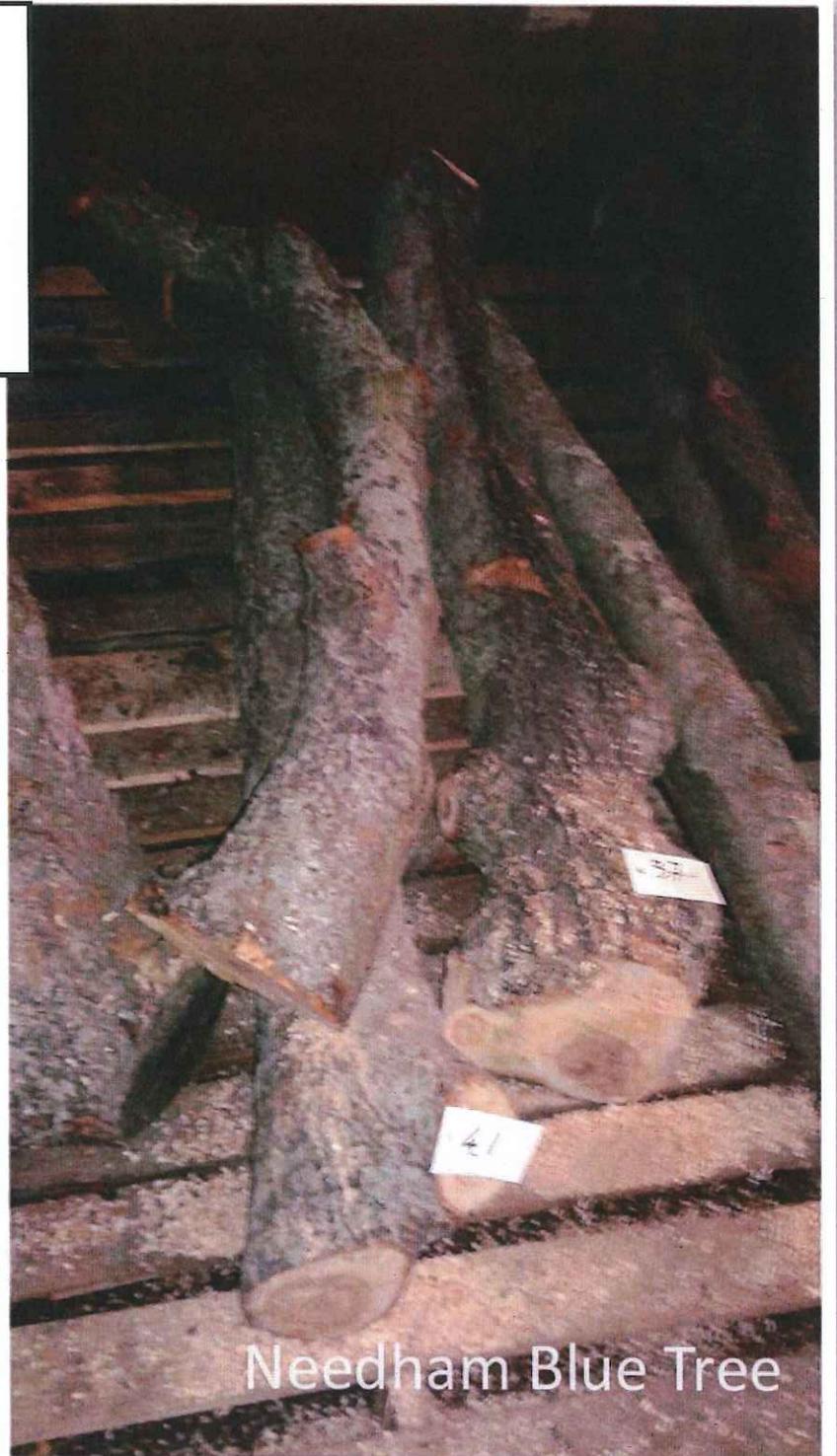


Town of Needham

Blue Tree Catalog

Item #41

One log, avg. diameter 7 in.
Length 75 in. with an estimated
volume of 1.7 cu.ft and an
approximate weight of 73 lb.



Needham Blue Tree

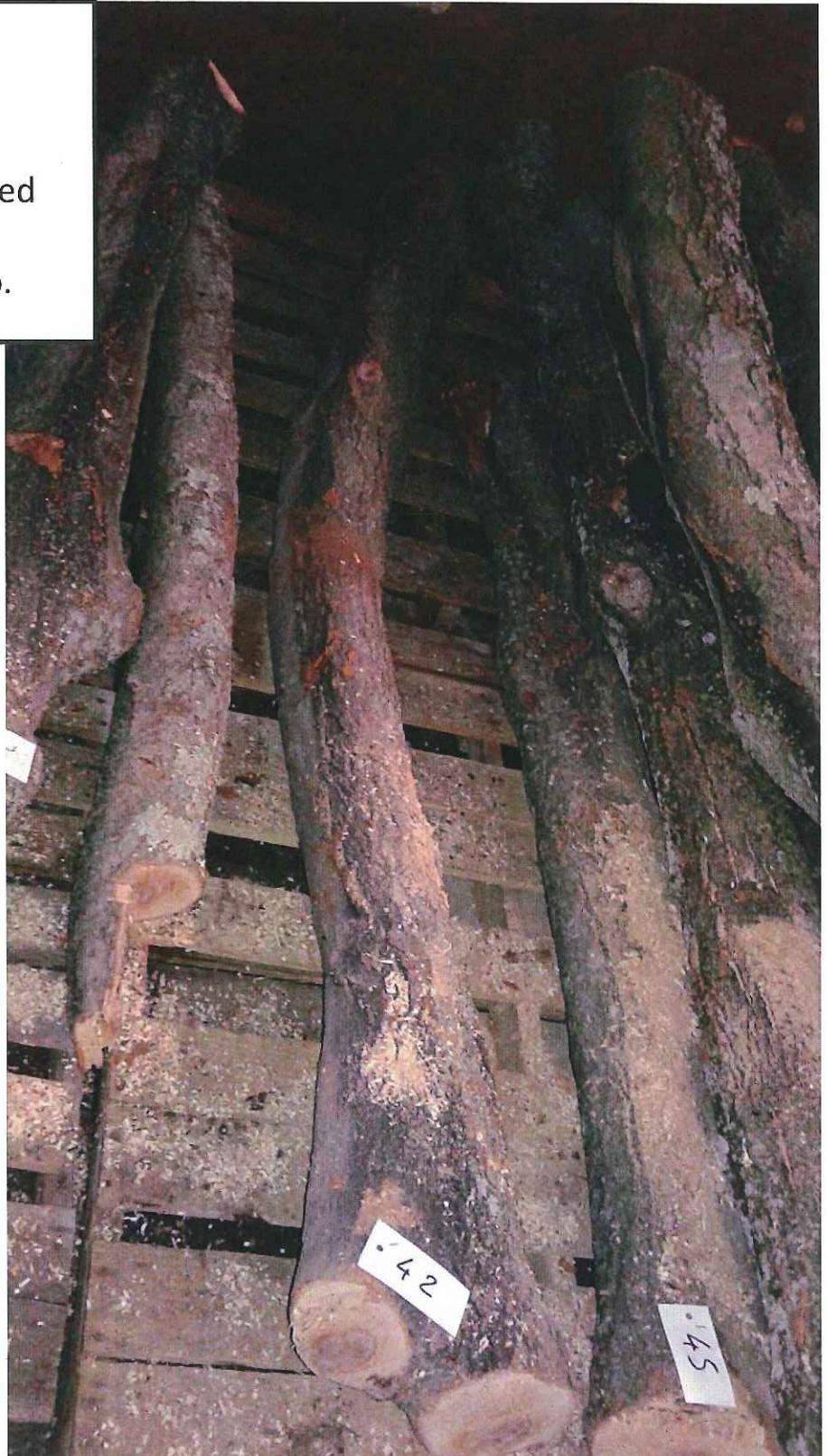


Town of Needham

Blue Tree Catalog

Item #42

One log, avg. diameter 9 in.
Length 95 in. with an estimated
volume of 3.5 cu.ft and an
approximate weight of 154 lb.





Town of Needham

Blue Tree Catalog

Item #43

One log, avg. diameter 7 in.
Length 60 in. with an estimated
volume of 1.3 cu.ft and an
approximate weight of 59 lb.





Town of Needham

Blue Tree Catalog

Item #44

One log, avg. diameter 7 in.
Length 60 in. with an estimated
volume of 1.3 cu.ft and an
approximate weight of 59 lb.





Town of Needham

Blue Tree Catalog

Item #45

One log, avg. diameter 8 in. Length 70 in. with an estimated volume of 2 cu.ft and an approximate weight of 90 lb.



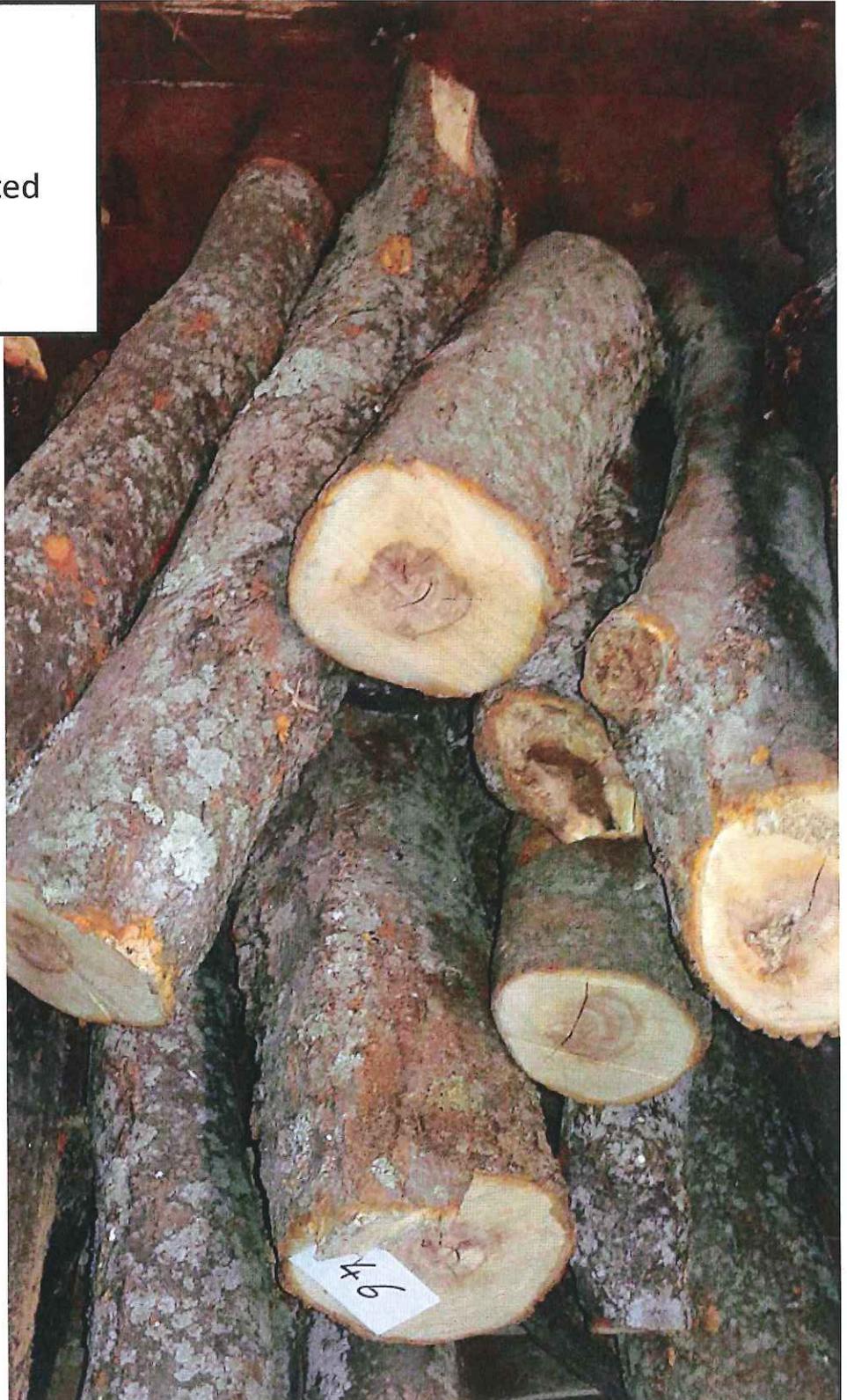


Town of Needham

Blue Tree Catalog

Item #46

One log, avg. diameter 7 in.
Length 60 in. with an estimated
volume of 1.3 cu.ft and an
approximate weight of 59 lb.





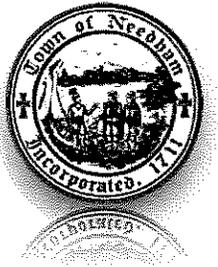
Town of Needham

Blue Tree Catalog

Item #47

One log, avg. diameter 8 in.
Length 60 in. with an estimated
volume of 1.7 cu.ft and an
approximate weight of 77 lb.



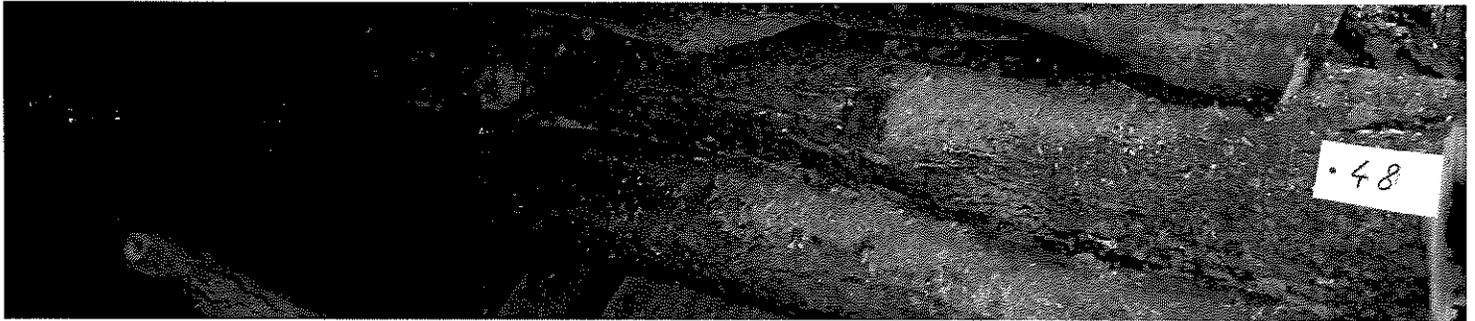


Town of Needham

Blue Tree Catalog

Item #48

One log, avg. diameter 7 in. Length 95 in. with an estimated volume of 2.1 cu.ft and an approximate weight of 93 lb.



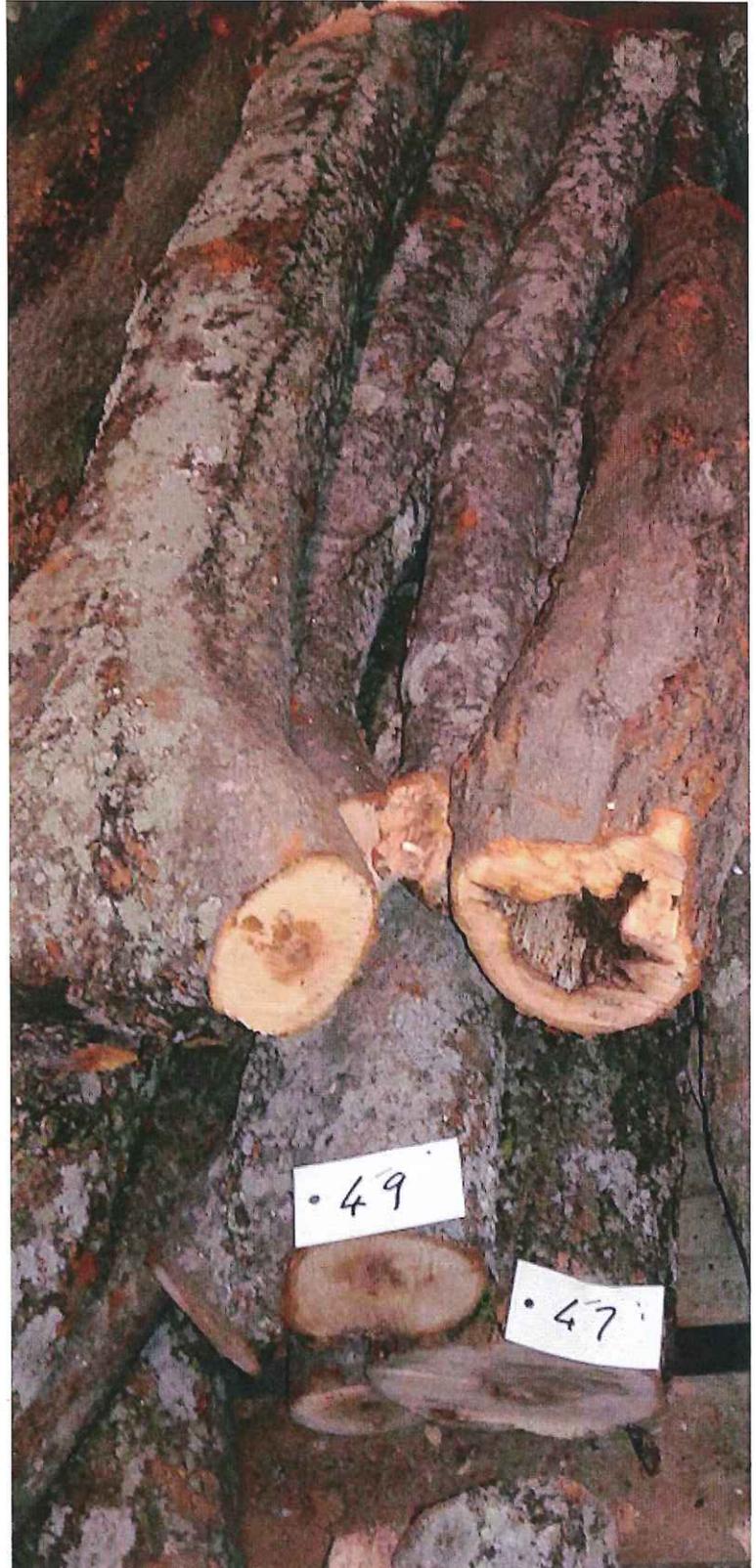


Town of Needham

Blue Tree Catalog

Item #49

One log, avg. diameter 8 in.
Length 60 in. with an estimated
volume of 1.7 cu.ft and an
approximate weight of 77 lb.





Town of Needham

Blue Tree Catalog

Item #50

OneOne log, avg. diameter 7 in. Length 70 in. with an estimated volume of 1.6 cu.ft and an approximate weight of 69 lb.



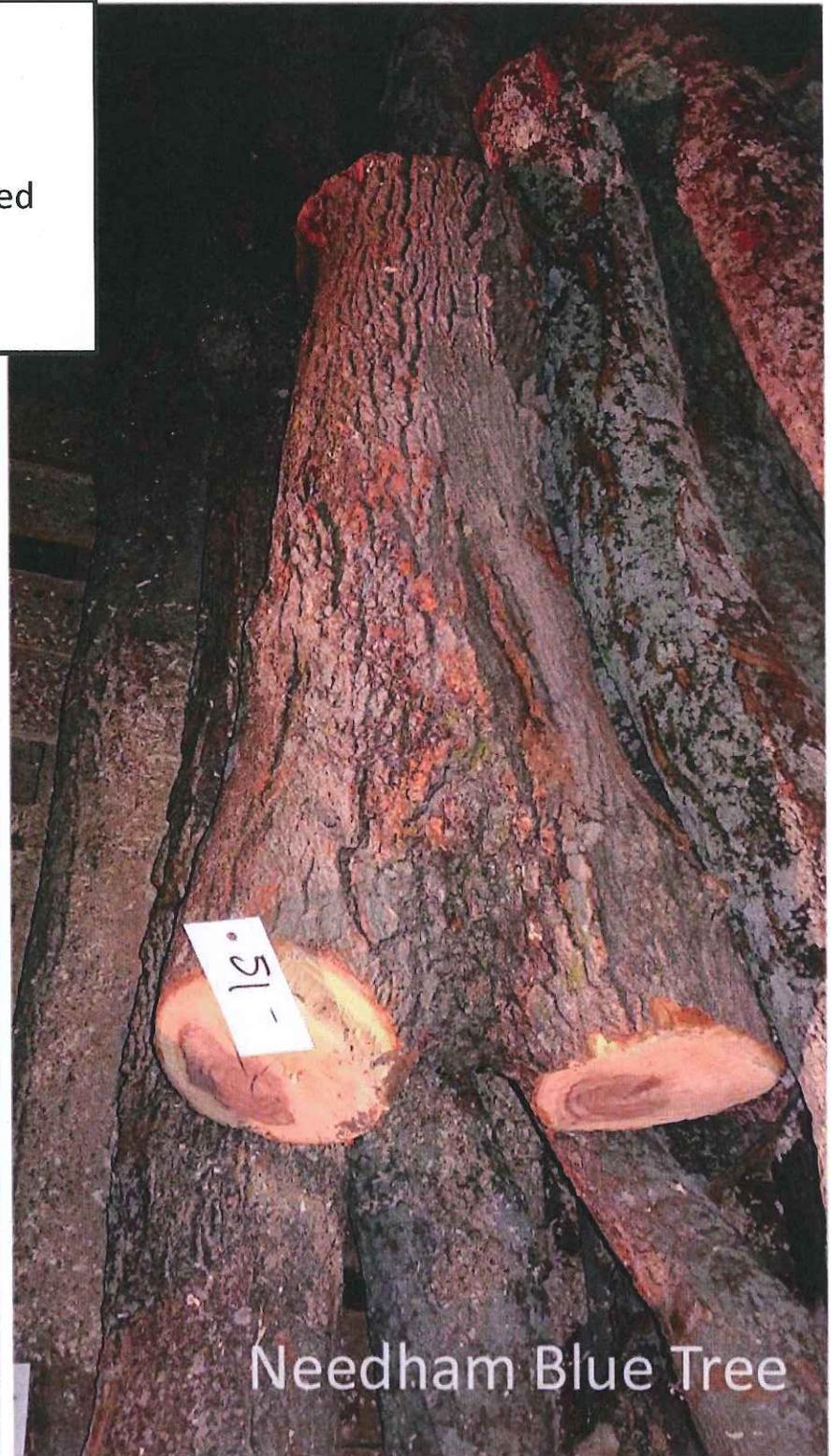


Town of Needham

Blue Tree Catalog

Item #51

One log, avg. diameter 9 in.
Length 35 in. with an estimated
volume of 1.3 cu.ft and an
approximate weight of 57 lb.



Needham Blue Tree



Town of Needham

Blue Tree Catalog

Miscellaneous Items #52 +

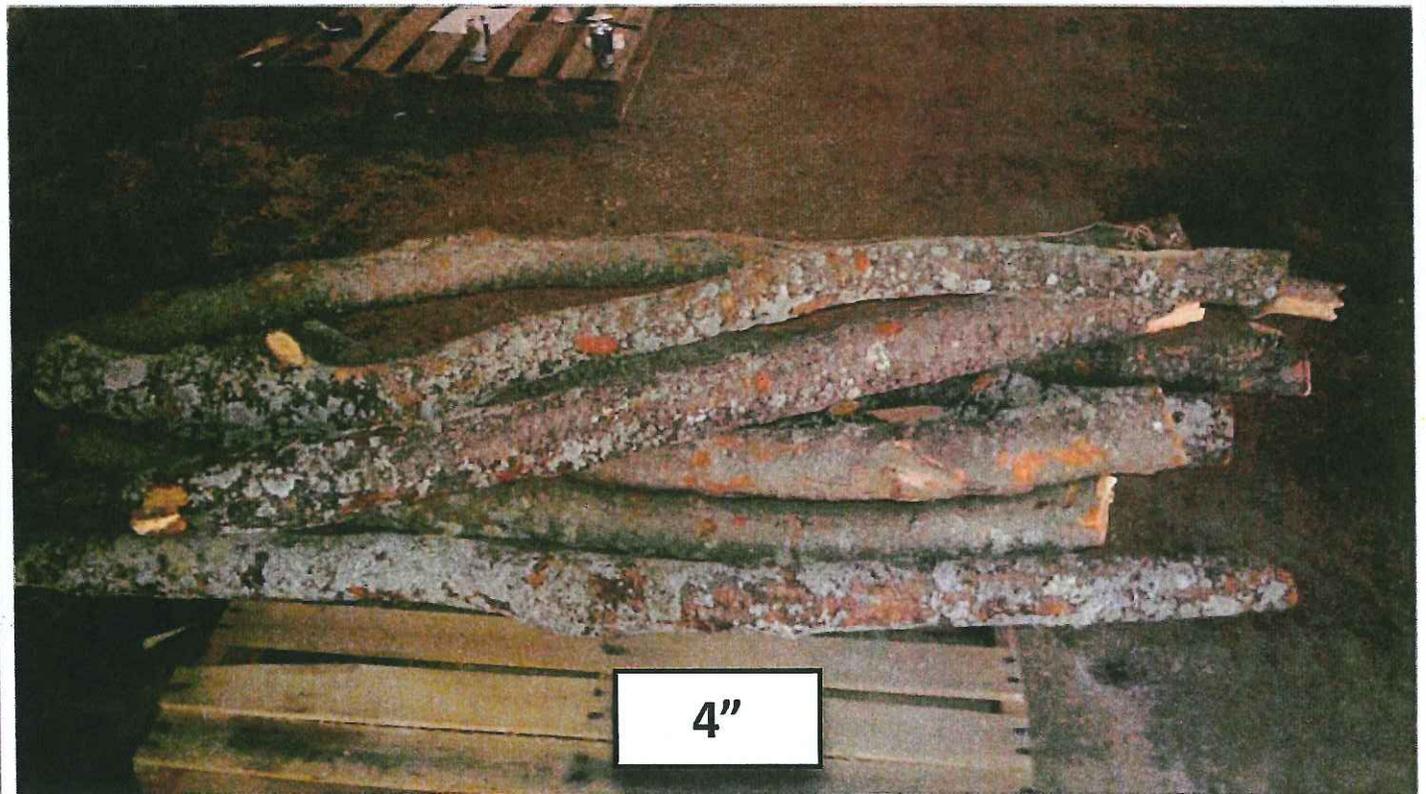
Diameter 4 in. Length 4 to 5 feet, Quantity available: 10

Each item can be sold separately

Miscellaneous Items #53 +

Diameter 4 in. Length 5 to 6 feet, Quantity available: 25

Each item can be sold separately





Town of Needham

Blue Tree Catalog

Miscellaneous Items #54 +

Diameter **5 in.** Length **5 to 7 feet**, Quantity available: **7**
Each item can be sold separately

Miscellaneous Items #55 +

Diameter **6 in.** Length **4 to 6 feet**, Quantity available: **8**
Each item can be sold separately

Miscellaneous Items #56 +

Diameter **7 in.** Length **4 to 6 feet**, Quantity available: **6**
Each item can be sold separately



Town of Needham

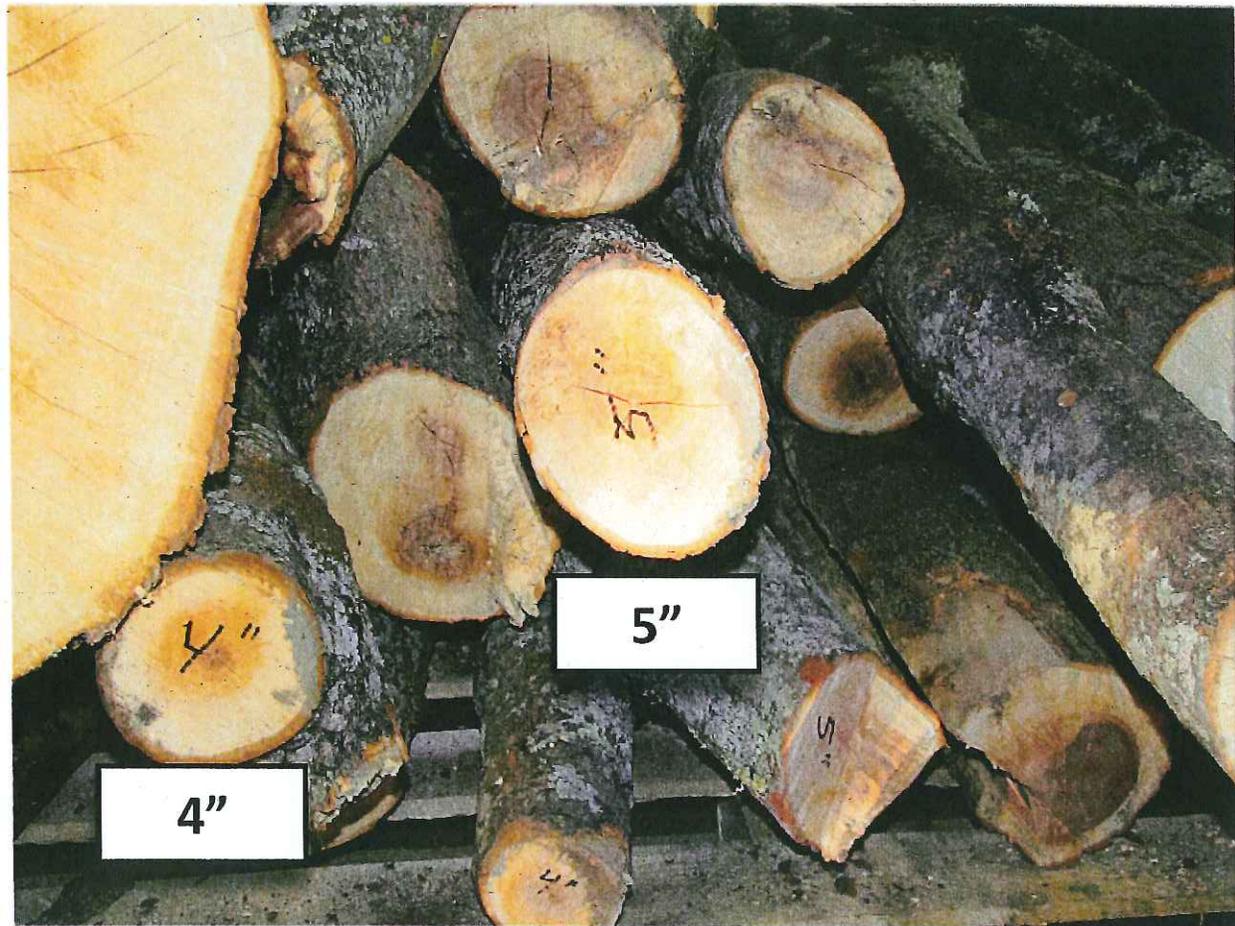
Blue Tree Catalog

Example of Miscellaneous Items

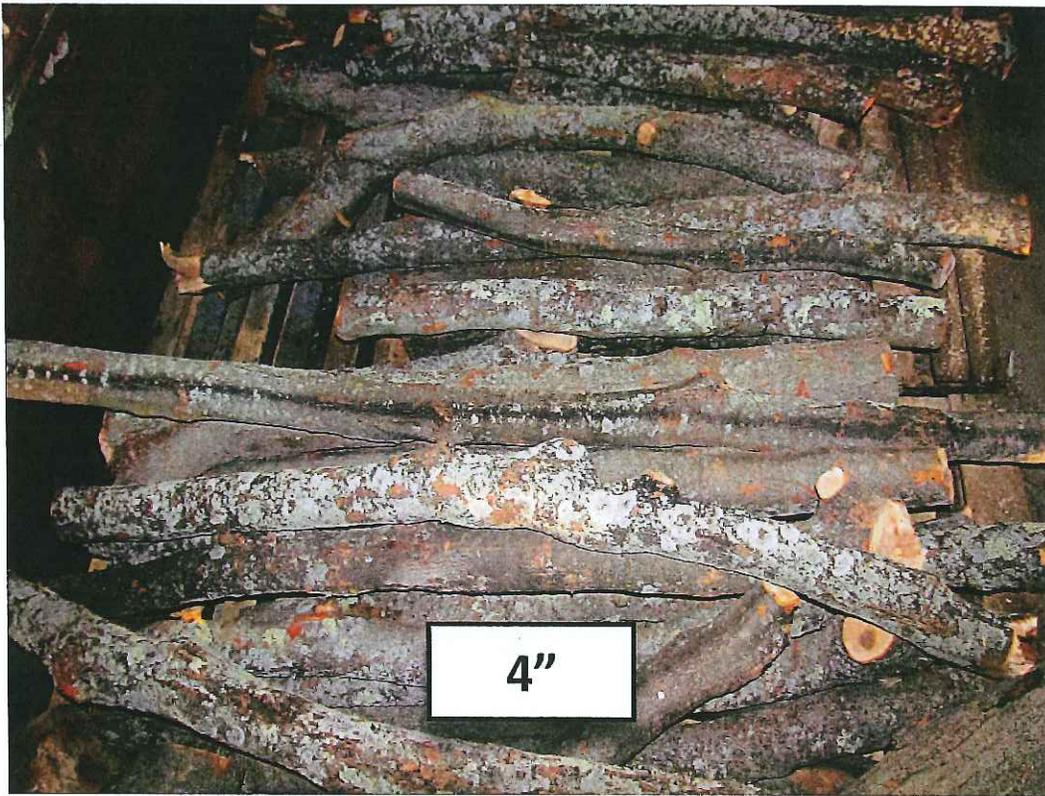
Diameter 4,5,6 and 7" Length varies from 3 to 7 feet

Quantity variable.

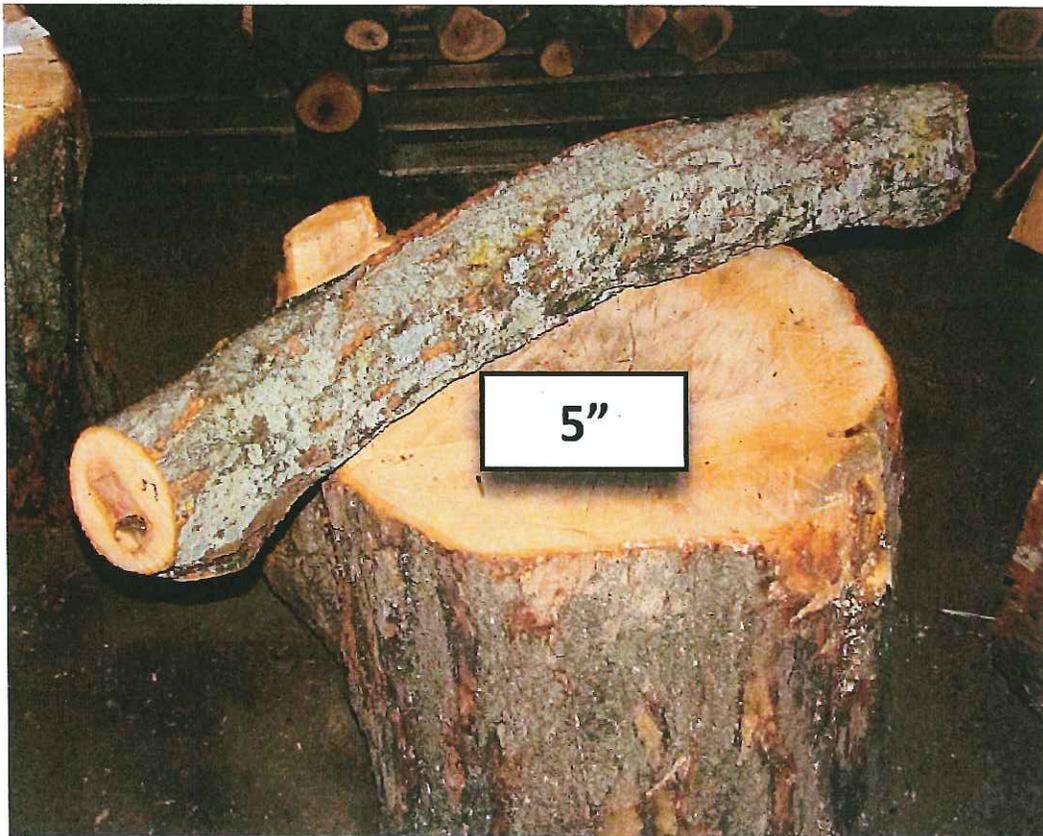
Each item can be sold separately



4, 5" diameter, length 3 to 7 ft



4 in. diameter, length 4 to 7 ft



5 in. diameter, length 3 to 7 ft



6 in. diameter, length 3 to 7 ft



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

MEETING DATE: 8/18/2015

Agenda Item	Registered Marijuana Dispensary Application Policy
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>In anticipation of requests by applicants for RMD licenses, which will ultimately require a letter of support or non-opposition as part of the Commonwealth's permitting process, the Board discussed a proposed policy for considering such requests at its meeting on July 21, 2015.</p> <p>No public comments were received after the meeting.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><i>Suggested Motion:</i> That the Board approve the Registered Marijuana Dispensary Application Policy dated August 18, 2015.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Registered Marijuana Dispensary Application Policy dated August 18, 2015			

Board of Selectmen

Policy Number: BOS-ADMIN-004

Policy: Registered Marijuana Dispensary Applications

Policy:

The Board of Selectmen may provide a letter of support or non-opposition with respect to any application seeking to locate a Registered Marijuana Dispensary (RMD) in Needham after a public hearing and consultation with the Town Manager.

Prior to the hearing being scheduled:

1. The applicant entity must have filed an Application of Intent with the State Department of Public Health (DPH) and received an invitation to submit a siting profile from DPH.
2. The applicant entity shall submit a hard copy and a PDF copy its current draft Siting Profile to the Town Manager. Other than Section C (Letter of Support or Non-Opposition) and its attachment, the Siting Profile shall be complete, including attachments.

The applicant entity shall promptly provide a hard copy and a PDF copy of any amendments to its draft Siting Profile and, prior to filing with DPH, a hard copy and a PDF copy of its final Siting Profile, to the Town Manager.

In the event of any changes to the Siting Profile after a letter of support or non-opposition has been approved by the Board, other than completion of Section C and necessary attachments thereto, the hearing shall be reopened unless the Town Manager determines that the changes are minor or technical in nature.

Other than compliance with the Open Meeting Law, the hearing on approval of a letter of support or non-opposition shall not require any specific form of notice. Notwithstanding the foregoing, the Town Manager shall attempt to provide reasonable public notice at least fourteen days before the hearing by measures such as: posting on the Town's website, email to the Needham Times, Hometown Weekly, and The Needham Channel, and a list serve available to the public through the Notify Me feature of the Town website.

Initial Hearing(s) under this policy:

- a. Prior to scheduling the first hearing or hearings to be held under this policy, the Town Manager shall request the Town Engineering Department to compile a list of abutters for all properties in or within in three hundred feet of any zone where an RMD may be allowed by special permit under the Town's zoning bylaw, and shall send a postcard notice to those abutters inviting them to sign up for the list serve referenced above.

- b. Because the Board may find it in the public interest to limit the number of letters of support or non-opposition it issues regarding RMDs in Needham, the first hearing under this policy shall not be held until at least sixty days after the Board receives a request for hearing from an applicant holding a DPH invitation to submit a siting profile. The Board may hear all applications received during that sixty day period before deciding any of them.

Effective: 8/18/2015



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

MEETING DATE: 8/18/2015

Agenda Item	Adopt FY2016 – FY2017 Goals
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	The Board will discuss goals for FY2016 – FY2017.		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
	<i>Suggested Motion:</i> that the Board vote to adopt goals for FY2016 – FY2017 as shown on the attached document.		
3.	BACK UP INFORMATION ATTACHED	YES	NO
	(Describe backup below)		
	a. FY2016 – FY2017 Board of Selectmen Proposed Goals		

FY2016-FY2017 Board of Selectmen Goals

Adopted: August 18, 2015

1. Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.

Continuing Strategies

- Participate in the evaluation of capital facilities and Regional Agreement for Minuteman School.
- Evaluate targeted options for property acquisition.

New Initiatives

- Work with School Committee, Finance Committee, and PPBC to develop options for High School space needs, to include a financing plan.
- Work with School Committee, Finance Committee and PPBC to determine the appropriate location for the Hillside School, to include a financing plan.
- Continue to work with the School Committee to evaluate the implementation of full-day kindergarten
- Continue to work with the School Committee to determine the best methodology for projecting enrollment trends.
- Develop a Land Use Master Plan.
- Evaluate the concept of creating a community campus at Ridge Hill
- Conduct a DPW/PSAB Relocation Feasibility
- Evaluate options for renovating Fire Station 2, including the possibility of staffing a second ambulance at Station 2.
- Evaluate options for renovation or reconstruction of the Memorial Park Building.

2. Maintain and improve the vitality and economic success of the Town.

Continuing Strategies

- Improve the Needham Center streetscape and infrastructure.
- Complete the preferred renovation of Highland Avenue from Webster Street to the Charles River (State highway).
- Monitor implications of the add-a-lane project and assure that Needham's interests are addressed in the final design.
- Develop a consensus with Newton regarding transportation options along the Highland Avenue/Needham Street corridor.
- Evaluate the possibility of partnering with local businesses to relocate and/or consolidate private dumpsters in municipal lots.
- Develop a plan for snow removal in the business districts.

New Initiatives

- Re-evaluate the Food Truck Policy.

- Ensure appropriate coordination of all the major road projects affecting the Town.
- Ensure support for redevelopment opportunities in Needham Crossing.
- Develop a strategy to work with local businesses affected by road work, bridge closures, and the like.

3. Expand energy efficient and environmentally sound operations for the Town and its residents and businesses.

New Initiatives

- Evaluate the possibility of creating a sustainability project manager to investigate and help implement energy saving initiatives.

4. Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.

Continuing Strategies

- Evaluate the impact of broadening the historical demolition delay By-law.
- Work with the Planning Board on zoning provisions relating to residential construction.
- Consider the merits of a tree removal by-law.
- Update the Town's Housing Plan including an emphasis on the maintenance and expansion of multi-family housing.
- Develop an inventory of memorial signs and plaques and a plan for cleaning and maintenance.
- Coordinate with DCR to encourage access to Cutler Park.
- Establish fishing areas at ponds and on the Charles River.
- Expand the hours of operation of the Senior Center.
- Evaluate the concept of constructing a hockey rink in a public/private partnership.

New Initiatives

- Evaluate the need for public water fountains.
- Explore changes to the Mixed Use 128 zoning to allow multi-family housing.
- Coordinate the Friendly 40B at Second Avenue.
- Evaluate the possibility of implementing a Quiet Zone in Needham.
- Engage with State agencies to ensure that Town projects are run as smoothly and economically as possible.
- Develop a process for reviewing applications for medical marijuana dispensaries.
- Work with the Park & Recreation Commission to initiate the permitting process to operate the pool beyond the date of the current permit, if necessary.

5. Maintain and enhance the Town's Financial Sustainability

New Initiatives

- Review the Town's debt policies.
- Explore the creation of an energy budget.
- Evaluate alternatives to the Town's Group Health Insurance program.

6. Evaluate Town Operations and Administration.

Continuing Strategies

- Develop a board and committee handbook.
- Update and post Board of Selectmen and Personnel policies.
- Develop a policy to promote the rotation of appointed board chairs.

New Initiatives

-
- Develop a schedule for departments, boards and committees to make presentations to the Board
- Update the Town's Emergency Management Plan.
- Pilot a new performance measurement program.
- Implement a new performance evaluation program for management employees.
- Evaluate the staffing needs of the Police and Fire Departments in the context of the current and planned growth in Needham Crossing.



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

MEETING DATE: 08/18/2015

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		

FISCAL YEAR 2016
SCHEDULE A

Effective July 1, 2015

Positions exempt from the distribution of summaries
and the online training associated with the Conflict of
Interest Law after voted by the Board of Selectmen

CLASS TITLE

Activity Instructor
Administrative/Office Support Specialist I, II, III
(AOSS)
Building Monitor I, II
Care/Veterans Graves & Coordinator of Ceremonies
Election Clerk
Election Inspector
Election Warden
General Services Assistant (GSA)
Information Technology Specialist (ITS)
Laborer/Trades Assistant Year 1 ,2, 3 ,4
On-call Public Health Nurse
Professional/Technical Support Specialist I, II, III
Program Support Assistant I, II, III
Recording Secretary
Recreation Specialist I
Recreation Specialist II
Recreation Specialist III
Recreation Specialist IV
Recreation Specialist V
Seasonal Driver Traveling Meals I, II
Senior Corps Participant
Senior Trip Coordinator
Special Assignment Support (SAS)
Special Detail Worker
Student Intern 1 - 4
Traffic Supervisor
Van Driver

**Town of Needham
Board of Selectmen
Minutes for June 23, 2015
Selectmen's Chamber
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens: No Activity.

7:00 p.m. Call to Order:
A meeting of the Board of Selectmen was convened by Chairman Maurice P. Handel. Those present were Matthew D. Borrelli, Daniel P. Matthews, John A. Bulian, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt. Ms. Cooley was not present.

7:00 p.m. Public Hearing: Change of Location - New Garden Restaurant
Nicholas L. Shaheen, Esquire and Virginia So, Manager, New Garden Restaurant appeared before the Board requesting a Change of Location for New Garden Restaurant to sell All Alcoholic beverages as a restaurant from 250 Chestnut Street, Needham to 40 Chestnut Place, Needham.

Ms. Fitzpatrick indicated all paperwork is in order. She noted the transfer is to a premises not yet opened and reassured the Board that the two premises would not operate at the same time on the same license.

Mr. Handel reiterated it is important the Board and the community know of any change in the Manager of Record.

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

Motion by Mr. Borrelli that the Board of Selectmen vote to approve the application for a Change of Location to sell All Alcoholic Beverages under the Town of Needham Regulations Applicable to the Sale of Alcoholic Beverages in Restaurants and Function Rooms to New Garden Inc. d/b/a New Garden Restaurant, Virginia So, Manager, including a waiver of the Town of Needham Regulations for the Sale of Alcoholic Beverages, Section 3.1 and to forward the approved Change of Location application to the ABCC for an approval. Second: Mr. Bulian. Unanimously approved 4-0.

Mr. Matthews emphasized public safety is of utmost importance.

7:05 p.m. Appointments and Consent Agenda:
Motion by Mr. Bulian that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS

- 1. Various Committee Reappointments (see attachment).**

2. **Human Rights Committee - Jennifer Howard Schroeder (term expires 6/30/2018).**

CONSENT AGENDA

1. **Approve Minutes from May 26, 2015, and June 9, 2015, Open Session and Executive Session.**
2. **Support Youth Services' "Needham Unplugged" for the month of March including its annual no-meeting night which will be held on Thursday, March 10, 2016.**
3. **In accordance with Section 20B of the Town Charter, and upon the recommendation of the Town Manager and the Personnel Board, adopt a classification and compensation plan for fiscal year 2016.**
4. **Grant Permission for the following residents to hold a block party:**

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Sarah McElroy	23 James Avenue	James Avenue	7/3/15	N/A	5 pm-10pm

Second: Mr. Borrelli. Unanimously approved 4-0.

7:05 p.m.

Public Hearing: Transfer of Wine and Malt Beverages - Hearth Pizzeria
Ivan Millan Pulecio, Proposed Manager appeared before the Board requesting a transfer of license to sell Wine and Malt Beverages as a restaurant located at 974 Great Plain Avenue from Asillem LLC., Christopher Robbins, Manager to Sol Soul Family Foods LLC.

Ms. Fitzpatrick indicated all paperwork is in order.

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

Motion by Mr. Bulian that the Board of Selectmen vote to approve the application for a transfer of a Wine and Malt Beverages License under the Town of Needham Regulations Applicable to The Sale of Alcoholic Beverages in Restaurants and Function Rooms to Sol Soul Family Foods LLC d/b/a Hearth Pizzeria, Ivan Millan Pulecio, Manager and to forward the approved Alcohol License Transfer application to the ABCC for an approval.

Second: Mr. Borrelli. Unanimously approved 4-0.

Mr. Matthews commented on the importance of public safety and reminded Mr. Pulecio that the rules must be followed.

7:10 p.m.

Purple Heart Community Proclamation:
Christopher Coleman, Assistant Town Manager/Operations and Matt Ching, Deputy Director, West Suburban Veterans' District appeared before the Board requesting the Selectmen vote to proclaim that Needham is a Purple Heart Community and designate August 7th as Purple Heart Day in the Town of Needham.

Mr. Borrelli read a proclamation for the Purple Heart Community.

Motion by Mr. Borrelli that the Board vote to proclaim that Needham is a Purple Heart Community and designate August 7th as Purple Heart Day in the Town of Needham.

Second: Mr. Bulian. Unanimously approved 4-0.

Mr. Ching thanked the Board for their support of veterans, families, and the community.

7:12 p.m.

Director of Public Works - RTS/Solid Waste Update:

Rick Merson, Director of Public Works and Greg Smith, RTS Superintendent appeared before the Board to provide a general overview of operations and planned improvements at the RTS.

Mr. Smith gave an overview of the RTS, its daily operations, landfill, impending solar array project, and future plans for the RTS, including challenges and opportunities.

Mr. Smith said the RTS is a highly visible public facility that handles the majority of trash and recyclables that are generated in Needham. He commented staff are undertaking many initiatives that will both significantly improve the visual aspects of the facility while also improving the overall level of efficiency. He said longer term plans are to further evaluate operations to determine what operational changes might be proposed to the Board of Selectmen. He commented the RTS staff did a fantastic job maintaining the operation while the Town searched for a new superintendent.

Mr. Handel asked if any there were any types of plastics that should not be brought to the RTS. Mr. Smith said plastic bags of any type are not recyclable, and asked residents to return the bags to their supermarket. Mr. Handel asked about recycling styrofoam, and ways for better compliance of yellow plastic bags.

Mr. Bulian asked if compost is available for residents. Mr. Smith said compost and loam is available for sale to the public. Mr. Bulian asked about safety barriers at some of the disposal containers.

Mr. Borrelli thanked Mr. Smith for the creative presentation. He remarked on streamlining signage. He commented on the idea of fencing to reduce trash from blowing across Central Avenue, and wondered if similar fencing could be used on the disposal containers to keep trash inside.

Ms. Fitzpatrick concluded discussion saying a DPW/PSAB feasibility study is ongoing and that there are some services currently performed by the DPW/PSAB that might get shifted to the RTS in the future.

Mr. Merson commented Mr. Smith and Mr. DeMarrais, Assistant Superintendent have immersed themselves into the operations of the RTS. He thanked them and the staff for their work.

The Board thanked Mr. Smith for the presentation.

7:50 p.m.

Town Manager:

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

1. Approve Water & Sewer Rates

Mr. Davison reminded the Board that it held a public hearing regarding the Sewer and Water Rates at its June 9, 2015 meeting. He said that the Water and Sewer Rate Structure Committee voted to recommend the rate structure that was presented to the Board on June 9, 2015. He commented the rate structure presented to the Board is a phased approach, with the expected increase to be done in two steps. Effective for FY2016 some of the regular water step rates are lowered to help mitigate the increases to the sewer step rates and an additional increase in the sewer step rates for FY2017. Water irrigation step rates are proposed to increase slightly and the regular water step one and step four rates would increase as well effective FY2016; there is no water rate change anticipated for FY2017.

Ms. Fitzpatrick said no additional comments from residents have been received since the public hearing on June 9, 2015.

Motion by Mr. Bulian that the Board approve the proposed water and sewer rates identified on Schedule WS and that they be effective July 1, 2015; further that the Board approve a Septage Disposal fee of \$85.00 per 1,000 gallons. Second: Mr. Borrelli. Unanimously approved 4-0.

2. Town Manager Report

Ms. Fitzpatrick reported the first digital display will be located near the RTS on Central Avenue.

Ms. Fitzpatrick invited the public to take part in festivities on July 3 and July 4. Mr. Handel noted the fireworks are on the evening of July 3 and the parade is on July 4.

Ms. Fitzpatrick noted a piano is now on the Town Common as part of the "Piano's in the Park" concept initiated by the Board of Selectmen. She said the piano is a wonderful amenity in the downtown.

7:45 p.m.

Board Discussion:

1. Committee Reports

No Reports were made.

8:10 p.m. Executive Session: (Exception 3 & 6)

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

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

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. Handel polled the Board. Unanimously approved 4-0.

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: 8:45 p.m.

**Town of Needham
Board of Selectmen
Minutes for July 21, 2015
Selectmen's Chamber
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens: No Activity.

7:00 p.m. Call to Order:

A meeting of the Board of Selectmen was convened by Chairman Maurice P. Handel. Those present were Matthew D. Borrelli, Daniel P. Matthews, Marianne B. Cooley, Town Manager Kate Fitzpatrick, and Recording Secretary Sandy Cincotta.

7:00 p.m. Public Hearing - Eversource Energy – Mount Vernon Avenue for Birds Hill Avenue:

Maureen Carroll, Eversource Energy representative appeared before the Board requesting permission to install approximately 8 feet of conduit in Mount Vernon Avenue. She said this work is necessary to provide underground electric service at 46 Birds Hill Avenue, Needham.

Ms. Fitzpatrick noted all paperwork is in order.

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

Motion by Mr. Bulian that the Board of Selectmen approve and sign a petition from Eversource Energy to install 8 feet of conduit in Mount Vernon Avenue. This work is necessary to provide underground electric service at 46 Birds Hill Avenue, Needham.

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

7:01 p.m. Public Hearing – Removal of three (3) Public Shade Trees at 226 May Street:

Tree Warden/Parks & Forestry Superintendent Ed Olsen appeared before the Board in support of a resident's request for the removal of three trees on the Town property located near 226 May Street. The Tree Warden explained that this request is due to the desire of the resident to construct a driveway on her property. Presently the property does not contain a driveway and residents must park their vehicles on the side of May Street. The Tree Warden further explained that the Town Engineer has reviewed the driveway plans and is satisfied with the plan and that the resident's neighbor has no objections.

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

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

1. **“That the Board vote to approve and sign the Public Shade Tree Hearing form for the removal of three trees in front of 226 May St.”**
2. **“That the Board vote to approve the sum of \$300.00 be paid to the Town of Needham for future tree planting”**
3. **“That the Board vote to approve the Tree Warden’s request that the owner is required to replace these trees with another tree on their property of at least 4” caliber or greater, DBH.”**

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

7:05 p.m.

Town Manager:

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

1. Acceptance of Municipal Declaration of Restriction and Grant of Access Easement

Ms. Fitzpatrick informed the Board that the Planning Board has requested that the Board of Selectmen accept and execute a Municipal Declaration of Restriction and Grant of Access Easement for the 36 Rockwood Lane Definitive Subdivision Plan. The documents were required by the Planning Board as part of the approval of the subdivision plan for the construction of the subdivision, and set forth the requirements of the developer particularly with respect to the on-going private responsibility for appropriate maintenance of the drainage system. Ms. Fitzpatrick stated that the Planning Board was concerned about stormwater run-off. The Access Easement, which will also require Town Meeting approval, will also allow perpetual right to pass and repass over the way and over a thirteen foot access easement. Although the Town can enter the property to assist with emergency measures should the drainage system fail, the Town is not responsible for the maintenance of the system. The easement will allow the Town to inspect and make sure that the provisions of the municipal declarations are adhered to.

Motion made by Marianne Cooley that at the request of the Planning Board, that the Board accept and authorize the Chairman to sign the Municipal Declaration of Restriction and Grant of Access Easement for the Rockwood Lane Definitive Subdivision Plan.

Mr. Handel polled the Board for any comments and Mr. Matthews stated that he wanted to underscore that in the future collaboration/communication between different Boards and Committees will be necessary to work together on future projects.

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

- 7:10 p.m. 2. Call for Special Town Meeting:

Ms. Fitzpatrick recommended to the Board that it call for a Special Town Meeting to be held on November 2, 2015. She stated that the date is good with both the Town Clerk and the Moderator. Ms. Fitzpatrick stated that given everyone's busy schedules, the sooner that the date is on calendar's the less potential for attendance conflict. The Town Manager stated that there are about 12 warrant articles that have been submitted to date, but that number could change as some may be withdrawn.

Motion made by John Bulian that the Board of Selectmen vote to call for a Special Town Meeting to be held on November 2, 2015 at the Needham Town Hall.

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

7:12 p.m. Purple Heart Community Certificate

Commander Leo Agnew of the Massachusetts Military Order of the Purple Heart introduced his contingent who accompanied him for the presentation. They were Adjutant Tony Payne, Tom Terrian, Wayne Henry and Association Member Betty Benoit. Commander acknowledged the presence of State Senator Michael Rush, State Senator Richard Ross and Representative Denise Garlick, and asked them to make their presentation first.

On behalf of the House of Representatives and the Senate, Representative Garlick presented the Board with a Massachusetts General Court Resolution "Congratulating the Town of Needham upon being named a Purple Heart Community by the Massachusetts Chapter of the Military Order of the Purple Heart". Ms. Garlick explained that this resolution started out as a bill that was passed on both the House and Senate floors. She added that she is honored to have been a VA nurse.

Senator Richard Ross stated that there are 70 communities around the Commonwealth that have adopted these types of resolutions. Senator Ross thanked the contingent for their service in supporting the efforts of the Purple Heart Communities.

Senator Michael Rush, Chair of Veterans Affairs, thanked everyone for their actions in support of our veterans so that they will not be forgotten.

Commander Agnew read aloud the Certificate of Acknowledgement from the Department of Massachusetts Combat Wounded Veterans Military Order of the Purple Heart designating the Town of Needham as a Purple Heart Community. He then presented the plaque to Chairman Handel.

Group photos were taken and Veterans Deputy Director Matt Ching thanked the Board for its support and Mr. Coleman for putting together the ceremony.

7:20 p.m.

Board Discussion:

Proposed Amendment to Public Records Law

Ms. Fitzpatrick stated that Bill H 3665, An Act to Improve Public Records proposed legislation as written presents many concerns to the Town. The Town of Needham takes the issue of access to public records very seriously and some of the proposed major changes to the Public Records Law appear to create opportunities for requests for public records to become opportunities for fraud (requiring conversion of electronic records to ASCII files, which makes them significantly easier to alter) and for furthering commercial activities (out of state companies calling to request lists that result in mailing lists).

The Board asked Senators Rush and Ross and Representative Garlick to join them at the table to hear its concerns.

Mr. Bulian stated that there should be a balance between the needs of the community to have access to information and the amount of effort required by those employees who must fulfill the requests. Mr. Matthews added that the proposed regulations seem to be weighted against the government. Ms. Cooley stated that very often require top level management to pull the data which, depending upon the complexity of the request, ties up valuable resources. Additionally, the proposed changes include a reduction in the amount of money that can be charged for the request. The Board hopes that the legislature will take all of these concerns in mind as the bill winds its way through.

Senator Ross stated that he is also concerned that information can be misused and people often gain access to information that they should not have access to. He asked the Board for a statement outlining its concerns.

Representative Garlick stated that the House will most likely see this bill as soon as next week. She asked for the Board's feedback so that she can forward it to the Chair of the Committee as a concrete example of how this bill will affect the government as suppliers of public record information.

Senator Rush summarized his colleague's statements by stating that this is how government gets done. The legislature takes the feedback from those who are affected and continues to inject change into a bill often times until the final vote.

Motion made by Mr. Handel that the Board vote to authorize the Town Manager to write the letter to the legislature summarizing the issues discussed.

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

7:40 p.m.

SnowOps – Snow Storm Reporting Program

Carys Lustig, Supervisor of Administration/DPW, joined by Assistant DPW Director Robert Lewis and Highway Superintendent Rhain Hoyland, provided the

Board with a review of how Snow Operations within the Town were handled this past winter using a new snow reporting program, called PeopleForms, a module of the PeopleGIS product. The PeopleForms product allows for the creation of relational databases to improve data collection and information processing as part of the DPW's daily operations.

Throughout her presentation Ms. Lustig compared the automated process to the former paper based system used in the past and informed the Board of the efficiencies of the new program. The ability to enter snow staff data in real time throughout each separate snow event resulted in a significant time savings of about eight hours for just the invoicing process alone. Additionally, since all of the data is entered in real time, reports and analysis which used to take days after the event to produce, now can be created with a few keystrokes. Reporting to FEMA, which allows for only a short window for reimbursement, can be done more accurately which could provide more snow expense reimbursement opportunity.

The Board thanked Ms. Lustig for a product which they all agreed was very good. Mr. Handel thanked the DPW for its hard work last winter.

Ms. Fitzpatrick informed that Board that Ms. Lustig had been selected for a leadership program through the American Public Works Association that only allowed 16 participants across the country.

8:05 p.m.

Town Manager:

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

Hillside School Feasibility Update

Ms. Fitzpatrick informed the Board that preliminary costs for this project would be presented at the PPBC meeting next Monday night, July 27th. She stated that the next step would be the Preliminary Design Program (PDP) submission to the MSBA by September 3rd and that the PPBC, School Committee and Board of Selectmen will each meet to discuss the PDP document. She outlined the other pending project milestones.

8:10 p.m.

Board Discussion:

1. Town Manager Performance Evaluation

Chair Moe Handel led off discussion by stating that when you find someone functioning at the level that Ms. Fitzpatrick does, it is hard to give her any feedback on how to improve. Ms. Fitzpatrick's performance evaluation rating this year overall rating of 5 out of 5.

Mr. Matthews noted that Ms. Fitzpatrick provides the Board with progress towards it goals throughout the year and her work is outstanding.

Ms. Cooley stated that as the Town continues to grow and face new challenges, Ms. Fitzpatrick will continue to grow as she guides the Town through new experiences. Ms. Cooley cited that Marijuana Dispensaries were not something on the horizon a few years ago.

Mr. Bulian stated that the public doesn't realize that Ms. Fitzpatrick works with the Board day in and day out and there is a lot of give and take in the process. Mr. Bulian stated that Needham is an exceptionally well run town and Ms. Fitzpatrick's senior management team is outstanding.

Mr. Borrelli echoed comments from the other Board members, adding that Ms. Fitzpatrick is a pleasure to work with and the successes of the Town are her successes.

Ms. Fitzpatrick stated that it has been 10 years since the Town has changed its form of government to Town Manager. She thanked the Board for its kind words and went on to state that the Town employs approximately 355 staff who are doing the real work – they are the ones out there on the 95 degree days making sure things are running smoothly and it is on their behalf that she thanks the Board.

**Mr. Bulian made a motion that the Board vote to approve the Town Manager Consensus Evaluation Overview Document dated July 21, 2015.
Second: Mr. Borrelli. Unanimously approved 5-0.**

8:20 p.m. 2. Registered Marijuana Dispensary Application Policy

In anticipation of requests by applicants for Registered Marijuana Dispensary (RMD) licenses, which will ultimately require a letter of support or non-opposition as part of the Commonwealth's permitting process, the Board discussed a proposed policy for Registered Marijuana Dispensary Applications.

Mr. Matthews has been performing extensive research on the subject of RMDs and Mr. Handel asked Mr. Matthews to provide an update to the Board.

Mr. Matthews said that the old process for allowing RMDs has been replaced by a new, more business-oriented process. In the new process, the Board will be asked by applicants to provide a letter of support or non-opposition as part of its application to the DPH. The letter will be requested after the initial phase of the application has been completed with the DPH. This letter will be the only chance that the Board has to weigh in on the process. Therefore, he recommends that there should be a public hearing before any letter is written. Mr. Matthews recommends that a copy of the siting application should be on the Town's website and that abutters should be notified so that they can attend the hearing.

Mr. Matthews stated that it is not clear if there is any limitation to the number of licenses that can be issued per municipality or per county. Mr. Matthews stated that the new philosophy is not to set a limit and have the process be similar to a rolling admissions process.

Mr. Handel thanked Mr. Matthews for his hard work and efforts.

8:35 p.m. 3. Committee Reports

No committee reports were made.

8:35 p.m. Executive Session: (Exceptions 2, 3 & 6)

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

Exception 2 – To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.

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: Ms. Cooley. Mr. Handel 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 9:20 p.m.

Minutes
Board of Selectmen Meeting
July 23, 2015

12:00 p.m. A special meeting of the Board of Selectmen was convened by Chairman Moe Handel at the Needham Town Hall. Present were Mr. Matt Borrelli, Ms. Marianne Cooley, Mr. Daniel Matthews, Mr. John Bulian, Assistant Town Manager David Davison, Assistant Town Manager Christopher Coleman, and Town Manager Kate Fitzpatrick.

12:00 p.m. The Board discussed the fiscal year 2016/2017 proposed goals and objectives including maximizing the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments; maintaining and improving the vitality and economic success of the Town; working toward energy efficient and environmentally sound operations for the Town and its residents and businesses; maintaining and developing amenities that contribute to the desirability of Needham as a place to live and work; and maintaining and enhancing the Town's Financial Sustainability.

Discussion topics for continuing initiatives included next steps for the Minuteman School project, needs for property acquisition to support school projects, the timeline for the Hillside School project, and a housing strategies plan. Discussion topics for new initiatives included High School space needs, the composition and method of appointment of the Future School Needs Committee, the impact of full-day kindergarten on Town services, the development of a land use master plan, the creation of a community campus at Ridge Hill, the renovation of the Memorial Park Building and Fire Station #2, reconsideration of the food truck (and cart) policy, the need for public water fountains, RMD siting, support for the Rosemary Pool project, the Town's debt policy, and new concepts for project financing,

4:30 p.m. **Motion: Mr. Matthews moved that the meeting be adjourned. The motion was seconded by Ms. Cooley. Unanimous: 5-0.**



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"/> PFD	

TYPE OF EVENT: (check all that apply)

RUN WALK BICYCLE MOTORCYCLE

Name of Event:

Pan-Massachusetts Challenge

Name of Organization:

same

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

If yes, name of Town and date:

Needham, MA

Organization Mailing Address:

77 Fourth Ave.
Needham, MA 02494

**Organization
is
Not-for-Profit**

Organization Billing Address (if Police Detail is required):

same

Primary Contact:

Allan Eyden

Contact Title:

Road Coordinator

Contact Address:

above

Contact Phone (Day):

781-850-0502

Contact Phone (Cell):

339-222-1469

Contact Email:

ajeyden@pmc.org

Event Date(s):

August 1-2, 2015

Date Expected to be in Needham:

same

Earliest Time Expected in Needham: 0700	Latest Time Expected in Needham: 1500
Number of Expected Participants: Sat: 2,500 Sun: 750	Number of Expected Spectators at Peak Time:
Are participants charged a fee? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Estimated Number of Vehicles: 6	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: N/A	
Are event organizers available to meet with members of the Town to plan event? Yes, if necessary	
Do event organizers foresee the need for any road closures (subject to police review)? No	
What will be done in case of inclement weather? Event is held rain or shine	
Will neighborhoods be impacted by parking and traffic? Briefly on Saturday	
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)? 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? Sat: about 1 hour, Sun: about 4 hours	
Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?	No
Will volunteers be placed along the route?	Yes, in support vehicles
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.	Not in Needham
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?	Support vehicles, coordination with Police
Does the event take place during commuter times?	No
Is school in session during the event? Will school drop off or pick up be impacted by the event?	No
Are businesses open during the time of the event?	Yes
Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)	Briefly on Sat morning
Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event?	Unknown
What is the plan to handle trash?	N/A

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

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

Please note, as always, times and routes are the same as past years and are coordinated with the Needham Police.

PMC Route: Wellesley to Dighton



Day	SEQ	Dir	Street	Miles	Town	First, Last	Elpsd	Signs
Rte			(Remarks)			Rider	Time	Guide PD?
Sat	301	R	Forest St.	0.2	Wellesley	7:01 AM	0:00	
2			exit Babson			7:01 AM		<input type="checkbox"/>
Sat	302	S	Forest St.	0.7	Needham	7:02 AM	0:04	
2			Town sign on right			7:06 AM		<input type="checkbox"/>
Sat	303	R	Central Ave.	1.9	Needham	7:08 AM	0:12	
2						7:20 AM		<input type="checkbox"/>
Sat	304	R	Pine St.	0.3	Needham	7:08 AM	0:14	
2						7:22 AM		<input type="checkbox"/>
Sat	305	R	Charles River St.	1.4	Needham	7:12 AM	0:20	
2						7:32 AM		<input type="checkbox"/>
Sat	306	S	Dover Rd.	0.1	Dover	7:13 AM	0:19	
2						7:32 AM		<input type="checkbox"/>
Sat	307	L	Main St.	1.7	Dover	7:17 AM	0:27	
2			Pleasant St. joins @ 0.9			7:44 AM		<input type="checkbox"/>
Sat	308	S	Farm St.	2.8	Dover	7:25 AM	0:39	
2						8:04 AM		<input type="checkbox"/>
Sat	309	R	Junction St.	0.3	Dover	7:26 AM	0:40	
2						8:06 AM		<input type="checkbox"/>
Sat	310	S	Harding St.	1.6	Medfield	7:30 AM	0:48	
2						8:18 AM		<input type="checkbox"/>
Sat	311	S	North St.	0.8	Medfield	7:32 AM	0:51	
2			bears R			8:23 AM		<input type="checkbox"/>
Sat	312	S	Pleasant St.	0.5	Medfield	7:34 AM	0:53	
2			traffic lights			8:27 AM		<input type="checkbox"/>
Sat	313	L	Curve St.	0.1	Medfield	7:34 AM	0:54	
2			no sign			8:28 AM		<input type="checkbox"/>
Sat	314	R	South St.	0.7	Medfield	7:36 AM	0:56	
2			no sign, rough RR tracks @ 0.3			8:32 AM		<input type="checkbox"/>
Sat	315	L	High St. (Rt 27)	0.1	Medfield	7:36 AM	0:57	
2						8:33 AM		<input checked="" type="checkbox"/>
Sat	316	R	South St.	1.6	Medfield	7:40 AM	1:04	
2			town sign			8:44 AM		<input type="checkbox"/>
Sat	317	S	Seekonk St.	2.2	Norfolk	7:46 AM	1:14	
2			Bear L @ 0.6, RR @ 1.7			9:00 AM		<input type="checkbox"/>
Sat	318	S	Needham St.	0.9	Norfolk	7:49 AM	1:17	
2						9:06 AM		<input type="checkbox"/>
Sat	319	S	North St.	1.3	Norfolk	7:52 AM	1:24	
2			Union St. merges from R @ 1.1			9:16 AM		<input type="checkbox"/>
Sat	320	S	Shears St.	0.2	Norfolk	7:53 AM	1:24	
2						9:17 AM		<input type="checkbox"/>
Sat	321	S	Shears St.	0.6	Wrentham	7:55 AM	1:26	
2						9:21 AM		<input type="checkbox"/>
Sat	322	L	Smith Ave	0.1	Wrentham	7:55 AM	1:27	
2			**New 2012**			9:22 AM		<input checked="" type="checkbox"/>
Sat	323	R	***WATERSTOP 9***	0.0	Wrentham	7:55 AM	1:27	
2			Wrentham Development Center			9:22 AM		<input type="checkbox"/>

PMC Route: Wellesley Sunday Loop



Day	SEQ	Dir	Street	Miles	Town	First, Lst Rider	Elpsd Time	Signs Guide	PD?
Rte			(Remarks)						
Sun	500		---WEL TO WEL LOOP---	0.0	0.0	Wellesley	7:30 AM	0:00	
3							7:30 AM		<input type="checkbox"/>
Sun	501	R	Forest St.	0.2	0.2	Wellesley	7:31 AM	0:00	
3			exit Babson				7:31 AM		<input type="checkbox"/>
Sun	502	S	Forest St.	0.7	0.9	Needham	7:32 AM	0:04	
3			Town sign on right				7:36 AM		<input type="checkbox"/>
Sun	503	R	Central Ave.	2.7	3.6	Needham	7:40 AM	0:15	
3							7:55 AM		<input type="checkbox"/>
Sun	504	R	Pine St.	0.3	3.9	Needham	7:41 AM	0:17	
3							7:58 AM		<input type="checkbox"/>
Sun	505	R	Charles River St.	1.4	5.3	Needham	7:44 AM	0:23	
3							8:07 AM		<input type="checkbox"/>
Sun	506	S	Dover Rd.	0.1	5.4	Dover	7:45 AM	0:23	
3							8:08 AM		<input type="checkbox"/>
Sun	507	L	Main St.	1.4	6.8	Dover	7:49 AM	0:29	
3			Pleasant St. joins @ 0.9				8:18 AM		<input type="checkbox"/>
Sun	508	S	Farm St.	2.8	9.6	Dover	7:56 AM	0:42	
3							8:38 AM		<input type="checkbox"/>
Sun	509	R	Junction St.	0.3	9.9	Dover	7:57 AM	0:43	
3							8:40 AM		<input type="checkbox"/>
Sun	510	S	Harding St.	1.6	11.5	Medfield	8:01 AM	0:50	
3							8:51 AM		<input type="checkbox"/>
Sun	511	S	North St.	0.8	12.3	Medfield	8:04 AM	0:53	
3			bears R				8:57 AM		<input type="checkbox"/>
Sun	512	L	Main St.	0.4	12.7	Medfield	8:05 AM	0:55	
3			traffic lights **New 2013**				9:00 AM		<input type="checkbox"/>
Sun	513	R	Robert Sproul Rd.	0.2	12.9	Medfield	8:05 AM	0:56	
3			**New 2013**				9:01 AM		<input type="checkbox"/>
Sun	513	S	**WATERSTOP 12**	0.3	13.2	Medfield	8:06 AM	0:57	
3			Medfield High School				9:03 AM		<input type="checkbox"/>
Sun	514	L	South St.	0.8	14.0	Medfield	8:08 AM	1:01	
3			no sign, rough RR tracks @ 0.4				9:09 AM		<input type="checkbox"/>
Sun	515	L	High St. (Rt 27)	0.1	14.1	Medfield	8:08 AM	1:02	
3							9:10 AM		<input checked="" type="checkbox"/>
Sun	516	R	South St.	1.6	15.7	Medfield	8:13 AM	1:08	
3			town sign				9:21 AM		<input type="checkbox"/>
Sun	517	S	Seekonk St.	2.2	17.9	Norfolk	8:19 AM	1:17	
3			Bear L @ 0.6, RR @ 1.7				9:36 AM		<input type="checkbox"/>
Sun	518	L	Main St.	0.3	18.2	Norfolk	8:20 AM	1:18	Big Arrow
3			**New 2012** - CHANGE ARROW FROM SAT TO SUN				9:38 AM		<input checked="" type="checkbox"/>
Sun	519	S	Clark St.	0.4	18.6	Norfolk	8:21 AM	1:20	
3			**New 2012**				9:41 AM		<input type="checkbox"/>
Sun	520	S	Winter St.	2.0	20.6	Walpole	8:26 AM	1:29	
3			**New 2012** Cross Rt 1A -Main St. @ .7				9:55 AM		<input type="checkbox"/>
Sun	521	L	Summer St.	0.5	21.1	Walpole	8:28 AM	1:31	
3			**New 2012** RR @ 1.3				9:59 AM		<input type="checkbox"/>

Day	SEQ	Dir	Street	Miles	Town		First, Lst	Elpsd	Signs	
Rte			(Remarks)				Rider	Time	Guide	PD?
Sun	546	R	Centre St.	2.1	42.0	Dover	9:25 AM	3:01		
3			***Detour 2011***				12:26 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	547	R	Dedham St.	0.0	42.0	Dover	9:25 AM	3:01		
3			***Suspended 2011***				12:26 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	548	L	Willow St.	0.0	42.0	Dover	9:25 AM	3:01		
3			***Suspended 2011***				12:26 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	549	S	South St.	0.0	42.0	Needham	9:25 AM	3:01		
3			***Suspended 2011***				12:26 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	550	L	Charles River St.	0.0	42.0	Needham	9:25 AM	3:01		
3			***Suspended 2011***				12:26 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	551	S	Central Ave.	2.1	44.1	Needham	9:30 AM	3:11		
3							12:41 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	552	L	Great Plain Ave.	0.7	44.8	Needham	9:32 AM	3:14		
3			(new 2011)				12:46 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	553	R	Olin Way	0.0	44.8	Wellesley	9:32 AM	3:14		
3			(new 2011)				12:46 PM		<input type="checkbox"/>	<input type="checkbox"/>
Sun	554	L	***WELLESLEY FINISH***	0.0	44.8	Wellesley	9:32 AM	3:14		
3			Babson College				12:46 PM		<input type="checkbox"/>	<input type="checkbox"/>

Joe Your Memory Sept. 20, 2015

Map Pedometer - How far did you go?

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Google Map Pedometer - Calculate map route distance using our Gmaps Pedometer. Click map to select route. [MORE](#)

Location: Remember

Miles Kilometers Distance markers

Run/Walk Cycle Drive Straight line [Elevation Graphs - MORE](#)

Route #: 368 27k

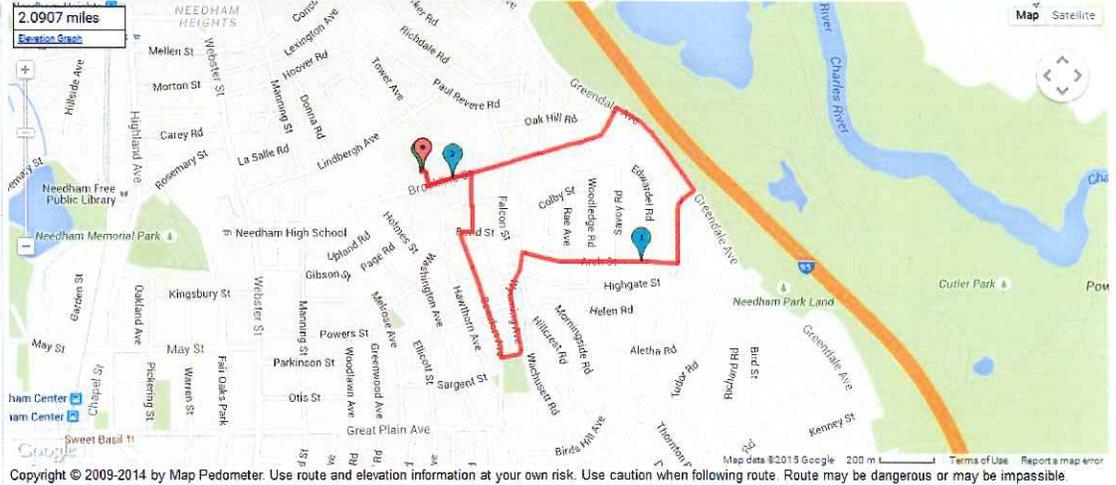
- AdChoices ▾
- [Walking Map](#)
 - [Google Earth](#)
 - [Map My Route](#)

BOSTON MARATHON JIMMY FUND WALK
SUNDAY, SEPTEMBER 27
SIGN UP AND LACE UP

L.L.Bean



FREE SHIPPING
NO MINIMUM



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INVOICE

COLLECTOR OF TAXES
NEEDHAM TOWN HALL
1471 HIGHLAND AVENUE
NEEDHAM, MA 02492-0915

(781) 455-7500

TO: VERIZON
00540 HILLSIDE AVE
NEEDHAM, MA 02492

INVOICE NO: 94846
DATE: 9/10/08

CUSTOMER NO: 13076/13164

TYPE: PD - POLICE OUTSIDE DETAIL

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	O/D POLICE ADMIN FEE	91.70	91.70
8.00	DETAIL POLICE BASIC 8/26 Scolponeti	42.00	336.00
8.00	DETAIL POLICE BASIC 8/26 Krawiecki	42.00	336.00
7.00	NPD SP DET WKR PVT 8/27 McCormack	35.00	245.00

TOTAL DUE: \$1,008.70

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 9/10/08 DUE DATE: 10/10/08 NAME: VERIZON
CUSTOMER NO: 13076/13164 TYPE: PD - POLICE OUTSIDE DETAIL

REMIT AND MAKE CHECK PAYABLE TO:
TOWN OF NEEDHAM
POLICE DEPARTMENT
99 SCHOOL STREET
NEEDHAM MA 02492-0915

INVOICE NO: 94846
TERMS: NET 30 DAYS

AMOUNT: \$1,008.70

INVOICE

COLLECTOR OF TAXES
NEEDHAM TOWN HALL
1471 HIGHLAND AVENUE
NEEDHAM, MA 02492-0915

(781) 455-7500

TO: VERIZON
00540 HILLSIDE AVE
NEEDHAM, MA 02492

INVOICE NO: 95004
DATE: 9/13/08

CUSTOMER NO: 13076/13164

TYPE: PD - POLICE OUTSIDE DETAIL

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	O/D POLICE ADMIN FEE	108.85	108.85
8.00	DETAIL POLICE BASIC 9/2 Dooher	42.00	336.00
8.00	DETAIL POLICE BASIC 9/4 Sammarco	42.00	336.00
3.00	NPD PV DET BASIC OT 9/2 Dooher	63.00	189.00
6.50	NPD SP DET WKR PVT 9/3 P. Hunt	35.00	227.50

TOTAL DUE: \$1,197.35

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 9/13/08 DUE DATE: 10/13/08 NAME: VERIZON
CUSTOMER NO: 13076/13164 TYPE: PD - POLICE OUTSIDE DETAIL

REMIT AND MAKE CHECK PAYABLE TO:
TOWN OF NEEDHAM
POLICE DEPARTMENT
99 SCHOOL STREET
NEEDHAM MA 02492-0915

INVOICE NO: 95004
TERMS: NET 30 DAYS

AMOUNT: \$1,197.35

INVOICE

COLLECTOR OF TAXES
 NEEDHAM TOWN HALL
 1471 HIGHLAND AVENUE
 NEEDHAM, MA 02492-0915

(781) 455-7500

TO: VERIZON
 00540 HILLSIDE AVE
 NEEDHAM, MA 02492

INVOICE NO: 95996
 DATE: 10/10/08

CUSTOMER NO: 13076/13164

TYPE: PD - POLICE OUTSIDE DETAIL

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
4.00	DETAIL POLICE BASIC 9/29 Sammarco	42.00	168.00
16.00	DETAIL POLICE BASIC 10/1 L.Schlittler,Krawiec	42.00	672.00
2.00	NPD PV DET BASIC OT 10/1 L.Schlittler,Krawiec	63.00	126.00
5.50	NPD SP DET WKR PVT 10/2 Murphy	35.00	192.50
1.00	O/D POLICE ADMIN FEE	115.85	115.85

TOTAL DUE: \$1,274.35

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 10/10/08 DUE DATE: 11/10/08 NAME: VERIZON
 CUSTOMER NO: 13076/13164 TYPE: PD - POLICE OUTSIDE DETAIL

REMIT AND MAKE CHECK PAYABLE TO:
 TOWN OF NEEDHAM
 POLICE DEPARTMENT
 99 SCHOOL STREET
 NEEDHAM MA 02492-0915

INVOICE NO: 95996 AMOUNT: \$1,274.35
 TERMS: NET 30 DAYS

INVOICE

COLLECTOR OF TAXES
NEEDHAM TOWN HALL
1471 HIGHLAND AVENUE
NEEDHAM, MA 02492-0915

(781) 455-7500

TO: VERIZON
00540 HILLSIDE AVE
NEEDHAM, MA 02492

INVOICE NO: 106130
DATE: 12/17/09

CUSTOMER NO: 13076/13164

TYPE: PD - POLICE OUTSIDE DETAIL

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
8.00	DETAIL POLICE BASIC 12/8 Tetrault	42.00	336.00
1.00	O/D POLICE ADMIN FEE	33.60	33.60

TOTAL DUE: \$369.60

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 12/17/09 DUE DATE: 1/18/10
CUSTOMER NO: 13076/13164

NAME: VERIZON
TYPE: PD - POLICE OUTSIDE DETAIL

REMIT AND MAKE CHECK PAYABLE TO:
TOWN OF NEEDHAM
POLICE DEPARTMENT
99 SCHOOL STREET
NEEDHAM MA 02492-0915

INVOICE NO: 106130
TERMS: NET 30 DAYS

AMOUNT: \$369.60

INVOICE

COLLECTOR OF TAXES
NEEDHAM TOWN HALL
1471 HIGHLAND AVENUE
NEEDHAM, MA 02492-0915

(781) 455-7500

TO: VERIZON
00540 HILLSIDE AVE
NEEDHAM, MA 02492

INVOICE NO: 109734
DATE: 5/28/10

CUSTOMER NO: 13076/13164

TYPE: PD - POLICE OUTSIDE DETAIL

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
7.00	NPD SP DET WKR PVT 5/20 Ghizzoni	35.00	245.00
1.00	O/D POLICE ADMIN FEE	24.50	24.50

TOTAL DUE: \$269.50

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 5/28/10 DUE DATE: 6/28/10
CUSTOMER NO: 13076/13164

NAME: VERIZON
TYPE: PD - POLICE OUTSIDE DETAIL

REMIT AND MAKE CHECK PAYABLE TO:
TOWN OF NEEDHAM
POLICE DEPARTMENT
99 SCHOOL STREET
NEEDHAM MA 02492-0915

INVOICE NO: 109734
TERMS: NET 30 DAYS

AMOUNT: \$269.50

INVOICE

COLLECTOR OF TAXES
NEEDHAM TOWN HALL
1471 HIGHLAND AVENUE
NEEDHAM, MA 02492-0915

(781) 455-7500

TO: VERIZON
00540 HILLSIDE AVE
NEEDHAM, MA 02492

INVOICE NO: 110714
DATE: 7/20/10

CUSTOMER NO: 13076/13164

TYPE: PD - POLICE OUTSIDE DETAIL

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
8.00	DETAIL POLICE BASIC 7/13 DeSimone	42.00	336.00
1.00	O/D POLICE ADMIN FEE	33.60	33.60

TOTAL DUE: \$369.60

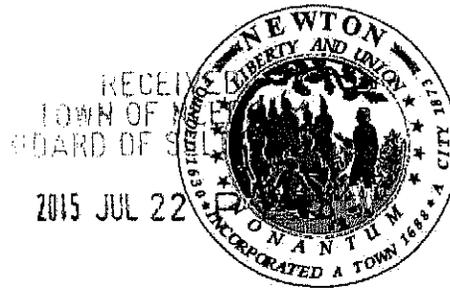
PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 7/20/10 DUE DATE: 8/19/10 NAME: VERIZON
CUSTOMER NO: 13076/13164 TYPE: PD - POLICE OUTSIDE DETAIL

REMIT AND MAKE CHECK PAYABLE TO:
TOWN OF NEEDHAM
POLICE DEPARTMENT
99 SCHOOL STREET
NEEDHAM MA 02492-0915

INVOICE NO: 110714
TERMS: NET 30 DAYS

AMOUNT: \$369.60



CC: BOS

June 17, 2015

Maurice Handel
Chair, Board of Selectmen
Town Hall
1471 Highland Avenue
Needham, MA 02492

Dear Mr. Handel:

We are writing to invite you to join mayors and other top municipal leaders from across New England and around the country in a statement expressing concern over the rise of European anti-Semitism. The letter invites European mayors to join us in fighting this pernicious and ancient hatred.

This national initiative was conceived of by Mayor Setti Warren of Newton, Massachusetts and AJC's Boston Regional Office. Together, we sought a mechanism to engage U.S. mayors in this important struggle. We are pleased to share with you that many mayors have already signed on, including those from *Atlanta, Baltimore, Boston, Chicago, Miami, New York City, Newton, Seattle, and more*. This, however, is only the beginning as AJC offices around the country are now engaging other municipal leaders.

In the early Fall, we will publish and publicize the statement and full list of signatories. We will also bring the views of scores of American mayors and the millions of people they represent to European national leaders, legislators, diplomats, and other officials as part of an effort to mobilize increased attention to the critical challenge posed by the growth of anti-Semitic activism and violence.

This is a defining moment for the global Jewish community, but as much for all who cherish free, democratic societies. Anti-Semitism has long been democracy's canary in the coal mine. While the Jewish community is the intended target, we all know that this kind of vitriol and violence knows no boundaries. It is a virus that not only attacks Jews, but the institutions that safeguard all free people. As French Prime Minister Manuel Valls said about his own country, "History has taught us that the awakening of anti-Semitism is the symptom of a crisis for democracy and of a crisis for the Republic. That is why we must respond with force."

In recent years, anti-Semitism has emerged with renewed vigor in many parts of the world, most notably in Europe, and there is an urgent need to recognize and address this dangerous outbreak. While many national governments are slowly awakening to the problem, too often it continues to be unnoticed and under-appreciated. This is why your voice now is so important.

In asking you to sign this statement, we are inviting you to affirm the values that guide our democratic way of life and also invite European counterparts to do the same. Our hope is to establish a unified body of opinion that reaches across continents and oceans and makes clear that there is a strong and resolute community of leaders that will firmly reject all manifestations of anti-Semitism and resolutely defend our democratic way of life.

To join us in this important effort, we invite you to sign the attached statement, scan and email it to Boston@ajc.org. If you have any questions or would like to discuss how you can help us engage additional mayors and municipal leaders, please call Diane Lieberman at (617) 457-8700 or email Boston@ajc.org.

Respectfully,

Mel Shuman
President, AJC Boston

Robert Leikind
Director, AJC Boston

Setti Warren
Mayor of Newton, MA

Stanley M. Bergman
President

David Harris
Executive Director
Edward and Sandra Meyer
Office of the Executive
Director

Administrative Officers

Richard L. Berkman
Chair, Board of Governors

John M. Shapiro
Chair, Board of Trustees

Roy J. Zuckerberg
Associate Chair,
Board of Trustees

Marvin Israelow
Chair, Program
Coordinating Committee

Kim J. Pimley
Chair, Leadership
Development

Alan L. Melamed
Chair, Marketing and
Communications

Ned Dubilo
Treasurer/Secretary

Suzanne D. Jaffe
Associate Treasurer/
Budget Committee

Henry Dublinsky
Chair, Audit Committee

Michael L. Tichnor
Chair, Regional Offices
Committee

At-Large Officers
René-Pierre Azria
Roberta Baruch
Matthew Bronfman
Michael Gould
Martin Krall
Kenneth R. Levine
Linda Mirels
Joel R. Mogy
Harriet P. Schleifer

Commission Chairs
Carol S. Gown
David W. Inlander
Allan J. Reich
Dov S. Zakheim

Honorary Presidents
Robert H. Eiman
Howard I. Friedman
E. Robert Goodkind
Alfred H. Moses
Bruce M. Ramer
Robert S. Rifkind
Richard J. Sideman
Harold Tanner

**MAYORS UNITED
AGAINST
ANTI-SEMITISM**
AN AJC INITIATIVE

As of July 15, 2015, AJC has 26 confirmed mayors representing more than 24 million people who have signed the statement:

1. Mayor Bill De Blasio, New York, NY
2. Mayor Eric Garcetti, Los Angeles, CA
3. Mayor Rahm Emanuel, Chicago, IL
4. Mayor Annise Parker, Houston, TX
5. Mayor Michael A. Nutter, Philadelphia, PA
6. Mayor Ed Murray, Seattle, WA
7. Mayor Marty Walsh, Boston, MA
8. Mayor Stephanie Rawlings-Blake, Baltimore, MD
9. Mayor Greg Fischer, Louisville, KY
10. Mayor Kasim Reed, Atlanta, GA
11. Mayor William D. Sessoms, Virginia Beach, VA
12. Mayor Tomás Pedro Regalado, City of Miami, FL
13. Mayor Setti Warren, Newton, MA
14. Mayor William Bell, Birmingham, AL
15. Mayor Stephen K. Benjamin, Columbia, SC
16. Mayor James D. Yarbrough, Galveston, TX
17. Mayor Peter Rustin, Borough of Tenafly, NJ
18. Mayor Philip Levine, Miami Beach, FL
19. Mayor George Vallejo, North Miami Beach, FL
20. Mayor Geraldine Muoio, West Palm Beach, FL
21. Mayor Cary D. Glickstein, Delray Beach, FL
22. Mayor Jordan W. Leonard, Bay Harbor Islands, FL
23. Mayor Cindy Lerner, Village of Pinecrest, FL
24. Mayor Connie Leon Kreps, North Bay Village, FL
25. Mayor Jeff Oppenheim, Montebello, NY
26. Mayor Marshall Katz, Wesley Hills, NY

AJC Launches Mayors United Against Anti-Semitism

Stanley M. Bergman
President

David Harris
Executive Director
Edward and Sandra Meyer
Office of the Executive
Director

Administrative Officers
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Chair, Board of Governors

John M. Shaplo
Chair, Board of Trustees

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Richard J. Sideman
Harold Tanner

July 6, 2015 – New York – U.S. mayors across the country are joining an AJC initiative calling on their European counterparts to publicly address and take concrete actions against rising anti-Semitism.

“We call upon mayors, municipal leaders and other officials in Europe to join us in affirming that anti-Semitism is not compatible with fundamental democratic values,” states the Mayors United Against Anti-Semitism statement. The Mayors’ statement emphasizes that “in a world of global communications where anti-Semitic ideas can and do spread quickly, the impact of the rise of anti-Semitism in Europe does not stop at Europe’s borders.”

The Mayors United Against Anti-Semitism project comes on the heels of AJC’s groundbreaking strategy conference, “A Defining Moment for Europe,” held in Brussels. At the May gathering, attended by representatives of nearly all European Union countries, AJC released the Call to Action, a detailed plan for European governments to prioritize and fight the escalating problem.

“Anti-Semitism is a cancer that, left unchecked, will metastasize and threaten to destroy the democratic and pluralistic nature of Europe,” said AJC Executive Director David Harris at the Brussels gathering.

U.S. Deputy Secretary of State Antony Blinken, addressing the recent AJC Global Forum, said “AJC released a very thought-provoking ‘Call to Action’ on anti-Semitism that raises important recommendations that all of us can benefit from.”

U.S. mayors who have signed on to the initiative include **Bill De Blasio** of New York, **Rahm Emanuel** of Chicago, **Ed Miller** of Seattle, **Annisette Parker** of Houston, **Kasim Reed** of Atlanta, **Tomás Pedro Regalado** of Miami, **Marty Walsh** of Boston, and **Setti Warren** of Newton, MA.

New York Mayor de Blasio, addressing the AJC New York Region annual meeting last month, called for an “unmistakable and consistent” response to acts of anti-Semitism in Europe. Anti-Semitism “is the cancer that never went away,” said de Blasio. “That cancer was not eradicated at the end of World War II.”

The Mayors United Against Anti-Semitism statement affirms a core set of principles, including the condemnation of anti-Jewish hatred in all forms; rejection of the notion that anti-Semitic acts may ever be justified by one’s view on the actions or existence of the State of Israel; a declaration that anti-Semitism and any prejudices due to religious differences are inconsistent with core American values; and the belief that the promotion of mutual understanding and respect among all citizens is essential to good governance and democratic life.

The statement pledges a commitment to working within and across U.S. communities to advance the values of respectful coexistence. And it calls on mayors and municipal leaders in Europe to add their names and to affirm that anti-Semitism is incompatible with fundamental democratic values.

Mayor Warren, along with AJC’s Boston Regional Office, conceived the initiative.

AJC Regional Offices across the country are gathering mayoral signatures during the summer. For more information, please contact Melanie Pell at pellm@ajc.org.

Town of Needham
Water Sewer Billing System
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

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

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

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

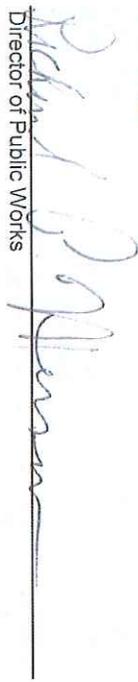
Water Sales:		-\$753.72
Water Irrigation:		-\$30.36
Water Admin Fees		\$0.00
Sewer Sales:		-\$2,224.14
Transfer Station Charges:		\$0.00
	Total Abatement:	-\$3,008.22

Order #: 1202

Read and Approved:



Assistant Director of Public Works



Director of Public Works

For the Board of Selectmen

Date: 8/18/15

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

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
DB	McDermott	Stephen & Cynthia	435	5682	543	Chestnut Street	\$0.00	-\$89.69	-\$154.73	-\$244.42	ACC	N
DB	Reby	Edward & Natalia	15987	11572	270	Hunnewell Street	\$0.00	-\$92.66	-\$91.02	-\$983.68	EC	N
DB	Rogan	Paul & Mary Ellen	9555	7358	14	La Salle Road	-\$30.36	\$0.00	\$0.00	-\$30.36	EC	N
DB	Flanagan	Dominic	26803	4456	48	Sutton Road	\$0.00	-\$35.02	-\$60.34	-\$95.36	ACC	N
DB	Tobasky	Andrew	17029	14584	146	Darnon Road	\$0.00	-\$21.85	-\$39.25	-\$61.10	ACC	N
JO	Council on Aging (5)						\$0.00	-\$514.50	-\$1,078.80	-\$1,593.30	COA	N
Total:										-\$3,008.22		

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

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

TOWN OF NEEDHAM
BOARD OF SELECTMEN

ORDER NO. 593
TO THE ASSESSORS:

August 18, 2015

SPECIAL SEWER ASSESSMENT

Pursuant to the provisions of General Laws, Chapter 83, Section 17 and the amendments thereto, we hereby commit to you for collection the following assessment, contained in one (1) sheet and made by us for the installation of common sewers in the Town of Needham, and we direct you to collect this assessment, as herein set forth and pay the sum so collected to the Town Treasurer in accordance with the provision of law.

STREET LOCATION	PLAN & LOT	OWNER	OWNER'S ADDRESS	AMOUNT ASSESSED
409 Warren Street	537/S1	MM Warren Street LLC	280 Hyde Park Avenue Boston, MA 02130	\$402.92
415 Warren Street	537/S2	MM Warren Street LLC	280 Hyde Park Avenue Boston, MA 02130	\$358.75

BOARD OF SELECTMEN-NEEDHAM, MA

NOTE: Sewer originally assessed on 11/28/72
under Sewer Assessment Order No. 434

sewer assess.pc

ΔED