

BOARD OF SELECTMEN
October 13, 2015
Needham Town Hall
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	John Hafferty – Bin Ends <ul style="list-style-type: none"> • Change of Monday Hours Request
2.	7:00	Public Hearing - Blue on Highland <ul style="list-style-type: none"> • Alteration of Premises
3.	7:15	Town Manager <ul style="list-style-type: none"> • Positions on Special Town Meeting Warrant Articles • Budget Consultation #2 • Hillside School / Owens Property Update
4.	7:40	Board Discussion <ul style="list-style-type: none"> • MPO Annual Election on October 29, 2015 • Committee Reports
5.	7:45	Executive Session Exceptions 2,3, & 6

APPOINTMENTS

1.	Downtown Streetscape Committee	Dale Wise, representative of Commission on Disabilities (term expires 6/30/16)
----	--------------------------------	--

CONSENT AGENDA *=Backup attached

1.	Accept a \$500 donation made to the Needham Community Revitalization Trust fund from the Needham Business Association.
2.*	Ratify a request from Bill Kieseling, of the Gregory Kieseling, Sweetsir Original Daytime Halloween Motorcycle Run to ride a portion of its motorcycle run on Sunday, October 4, 2015 from 12:00 p.m. to 12:30 p.m. The route of the ride was approved by the following departments: Police, Fire, DPW, and Park and Recreation.
3.*	Approve a Special One Day Wines & Malt Beverages request from David Volante of Volante Farms to hold an "Art Bar Night" on Thursday, October 22, 2015 from 6:00 p.m. to 8:00 p.m. The event will be held at Volante Farms, 292 Forest Street, Needham.

4.*	Approve a Special One Day Wines & Malt Beverages License request from Mark McDonough, of the Needham Exchange Club, to hold its Oktoberfest fundraiser on Saturday, October 17, 2015 from 7:00 p.m. to 11:00 p.m. The event will be held in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham.
5.	Accept the following donation made to the Park and Recreation Commission of Arts and Craft supplies from Diane Benson: 1 tall hamper, 1 large Rubbermaid container, 1 bag of Easter grass, 19 butterfly nets, 150 clear Christmas ornaments, 100 pieces of construction paper, 3 Dr. Seuss hats, 200 ballpoint colored paper, 5 packages of paper ribbon, 1 large spool of raspberry ribbon, 9 foam door hangers, 11 baskets, 6 easels, 33 frames, 10 cork coasters, 9 memory scrapbooks, 14 doll t-shirts, and 2 Styrofoam sheets.
6.	Accept a donation made to the Park and Recreation Commission of 90 skeins of yarn for Arts and Crafts from Carol Rosenstock. The estimated value of the yarn is \$300.
7.	Accept a \$1,149.50 donation made to the Needham Health Department's Traveling Meals Program from the FRIENDS of Needham Board of Health & Traveling Meals program.
8.*	Approve a Special One Day Wine & Malt Beverages License request from Jack McQuillan, of Taylor's Stationery to host an Oktoberfest event on Wednesday, October 21, 2015 from 6:15 p.m. to 9:15 p.m. The event will be held at Taylor's Stationery, 1451 Highland Avenue, Needham.
9.*	Approve a Special One Day Wine & Malt Beverages License request from Jack McQuillan, of Taylor's Stationery to host a Holidayfest event on Wednesday, December 2, 2015 from 6:15 p.m. to 9:15 p.m. The event will be held at Taylor's Stationery, 1451 Highland Avenue, Needham.
10.*	Water and Sewer Abatement Order #1205
11.	Approve release of redacted portions of previously released Executive Session Minutes 2003-2012.
12.	Accept the following donations made to the Needham Public Library during the period July 1, 2015 to September 30, 2015: Terry Clark gave the library a copy of his book, <i>Demystifying College Admissions</i> (\$14.95); the Needham High School Anime Club made a \$500.00 donation to the library; the Needham Lions Club donated \$500.00 to the library for the purchase of Large Print Books; the following donations have been made in honor of Dr. Norman Rosin's retirement from Needham Pediatrics: Needham Pediatrics- \$1,000.00, The Niss Family- \$50.00, Marjorie and Alan Glou- \$50.00, Patti and Barry Reiser- \$25.00; Dick C. Waters gave the library copies of three of his books: <i>Foreplay for Murder</i> (\$16.00), <i>Fragrance of Revenge</i> (\$16.00), and <i>Serial Separation</i> (\$16.00); Damaris Pock donated copies of the following books: <i>Catching Fire</i> by Suzanne Collins (\$17.99), and <i>New England Camping</i> by Carol Cambo and Stephen Gorman (\$21.95); Cindy Matloff gave the library a copy of <i>Taking Charge: What to do if Your Identity Is Stolen</i> (\$7.00); Sharon Slaton Howell sent the library a copy of her latest book, <i>When We're Up Against It (Real Life Examples)</i> (\$20.00); William Newman gave the library of copy of <i>The Cave Beneath the Sea: Paleolithic Images at Cosquer</i> (\$40.00); Julia, Cecilia and Henry Ritchey donated an electric pencil sharpener to the Children's Room (\$30.00), Abby Cheng donated six wooden puzzles to the Children's Room (\$60.00), Carolina Figueroa donated the following Ravensburger puzzles: Dragon (\$20.00), and Oceanic Wonders (\$37.00); Andy D'Elia sent the library a copy of <i>American Wood & Metal Planes: From the Collection of the D'Elia Antique</i>

Tool Museum (\$50.00); Richard Lewis of Waterless No-Flush Urinals donated a waterless urinal and associated supplies to the library (\$547.52); Cathy and Barbara Collishaw donated \$25 in memory of Mary Byron Burke; John Laracy donated \$80 for the purchase of nonfiction audiobooks; Melissa Bogdan donated several copies of new books (\$181.97); Emily Rude gave the library three puzzles (\$42.00); and Carole O'Malley Gaunt donated an audiobook copy of her published memoir, *Hungry Hill* (\$29.95).

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

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Ratify - Jennifer Shaw	24 Homestead Park	Homestead Park	9/20/15	N/A	4pm-7:30pm
Ratify - Kim Stone	45 Greendale Avenue	Park Ave	9/27/15	N/A	3pm-6pm
Ratify - Michael McHugh	25 Blacksmith Drive	25 Blacksmith Drive	10/3/15	10/4/15	2pm-7pm
Ratify - Maudy Dooher	19 Bennington St	Bennington St	10/3/15	N/A	4pm-9pm
Ratify - Anne Curtis	53 Mayo Avenue	Mayo Avenue	10/4/15	N/A	4pm-9pm
Amy Hurley	154 South Street	Corner of Needhamdale Ave and Green St	10/17/15	10/18/15	4pm-8pm
Judy Lambert	32 Thorpe Road	Thorpe Road	10/18/15	N/A	3pm-9pm
Mary Schneider	191 Stratford Rd	End of Stratford Road	10/25/15	N/A	3pm-7pm
Jennifer Kruger	7 Intervale Road	Peacedale	10/31/15	N/A	4pm-8pm



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

MEETING DATE: 10/13/2015

Agenda Item	Bin Ends – Change of Monday Hours Request
Presenter(s)	John Hafferty, Manager Bin Ends

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	<p>Mr. Hafferty, Manager/Owner of Bin Ends, located at 65 Crawford Street, has requested a change for its Monday business hours to 10:00 a.m. until 8:00 p.m. Presently, Bin End's Monday hours are 12:00 p.m. to 8:00 p.m.</p>		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
	<p><i>Suggested Motion: That the Board vote to approve the change to Monday business hours for Bin Ends, 65 Crawford Street to 10:00 a.m. – 8:00 p.m.</i></p>		
3.	BACK UP INFORMATION ATTACHED	YES	NO
	<p>(Describe backup below)</p> <p>a. Copy of Bin End's 2015 Section 15 License</p>		

2015 LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF
The Town of Needham
MASSACHUSETTS

HEREBY GRANTS A

PACKAGE STORE LICENSE

to Expose, Keep for Sale, and to Sell

All Alcohol

For Off-Premise Consumption

in accordance with MGL chapter 138, section 15

To: Innovative Distributing Concepts, LLC d/b/a Bin Ends

Manager: John C. Hafferty

On the following described premises: 4,860 sq. ft. on one level, consisting of the North side of the existing.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31, 2015, unless earlier suspended, canceled or revoked.

The Hours during which Alcoholic Beverages may be sold are: Mon. - 12:00 p.m. to 8:00 p.m. Tues. - Sat. 10:00 a.m. to 8:00 p.m. Sun. - 12:00 p.m. to 6:00 p.m.; Except during seven days prior to Thanksgiving through December 24th: Mon. - Sat. 9:00 a.m. to 9:00 p.m. Sun. - 12:00 p.m. to 6:00 p.m.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures
this twenty-third day of December 2014.

LICENSING BOARD

LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN BE EASILY READ

License Number: 77000036

Fee: \$2,500.00

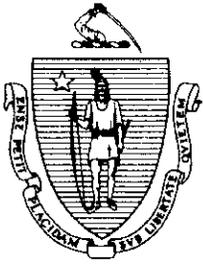


**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 10/13/2015

Agenda Item	Public Hearing: Alteration of Premises for an All Alcoholic License in a Restaurant
Presenter(s)	Scott Drago, Manager, Blue on Highland

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Scott Drago, Manager of Mount Blue Two, LLC d/b/a Blue on Highland, 882 Highland Avenue, Needham, will discuss his petition for an Alteration of Premises. The petition is to move the bar area to front of restaurant from side wall of restaurant.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i> That the Board vote to approve the Alteration of Premises petition of Scott Drago of Mount Blue Two, LLC d/b/a Blue on Highland to allow the relocation of the bar to the front of the restaurant, and to sign and forward application to the Alcoholic Beverages Control Corporation for its review and approval.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below) a) Form 43 b) Petition for Change of License Form c) Floor Plan d) Certification of Abutter Notification e) Abutter List f) Newspaper Notice			



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
 www.mass.gov/abcc

For Reconsideration

FORM 43
MUST BE SIGNED BY LOCAL LICENSING AUTHORITY

77000020

ABCC License Number

Needham

City/Town

10/13/2015

Local Approval Date

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> New Officer/Director | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> Change Corporate Name |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Seasonal to Annual |
| <input type="checkbox"/> Change of Manager | <input checked="" type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Transfer of Stock | <input type="checkbox"/> Change of License Type |
| <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> Issuance of Stock | <input type="checkbox"/> New Stockholder | <input type="checkbox"/> Other <input type="text"/> |
| <input type="checkbox"/> 6-Day to 7-Day License | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Wine & Malt to All Alcohol | |

Name of Licensee EIN of Licensee

D/B/A Manager

ADDRESS: CITY/TOWN: STATE ZIP CODE

Granted under Special Legislation? Yes No
 Annual or Seasonal Category: (All Alcohol; Wine & Malt; Wine, Malt & Cordials; Wine; Malt) Type: (Restaurant, Club, Package Store, General On Premises, Etc.) If Yes, Chapter Year

Complete Description of Licensed Premises:

Application Filed: Date & Time Advertiser: Date & Attach Publication Abutters Notified: Yes No

Licensee Contact Person for Transaction Phone:

ADDRESS: CITY/TOWN: STATE ZIP CODE

Remarks:

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
 Ralph Sacramone
 Executive Director

ABCC Remarks:

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

PETITION FOR CHANGE OF LICENSE

77000020

ABCC License Number

Needham

City/Town

The licensee Mount Blue Two respectfully petitions the Licensing Authorities to approve the following transactions:

- Change of Manager
 Pledge of License/Stock
 Change of Corporate Name/DBA
 Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")
- Alteration of Premises
 Cordial & Liqueurs
 Change of Location

Change of Manager

Last-Approved Manager:

Requested New Manager:

Pledge of License /Stock

Loan Principal Amount: \$

Interest Rate:

Payment Term:

Lender:

Change of Corporate Name/DBA

Last-Approved Corporate Name/DBA:

Requested New Corporate Name/DBA:

Change of License Type

Last-Approved License Type:

Requested New License Type:

Alteration of Premises: (must fill out financial information form)

Description of Alteration:

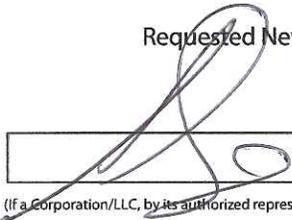
MOVE Bar Area to Front of Restaurant
From Side Wall of Restaurant

Change of Location: (must fill out financial information form)

Last-Approved Location:

Requested New Location:

Signature of Licensee



(If a Corporation/LLC, by its authorized representative)

Date Signed

9/11/15

Financial Information:

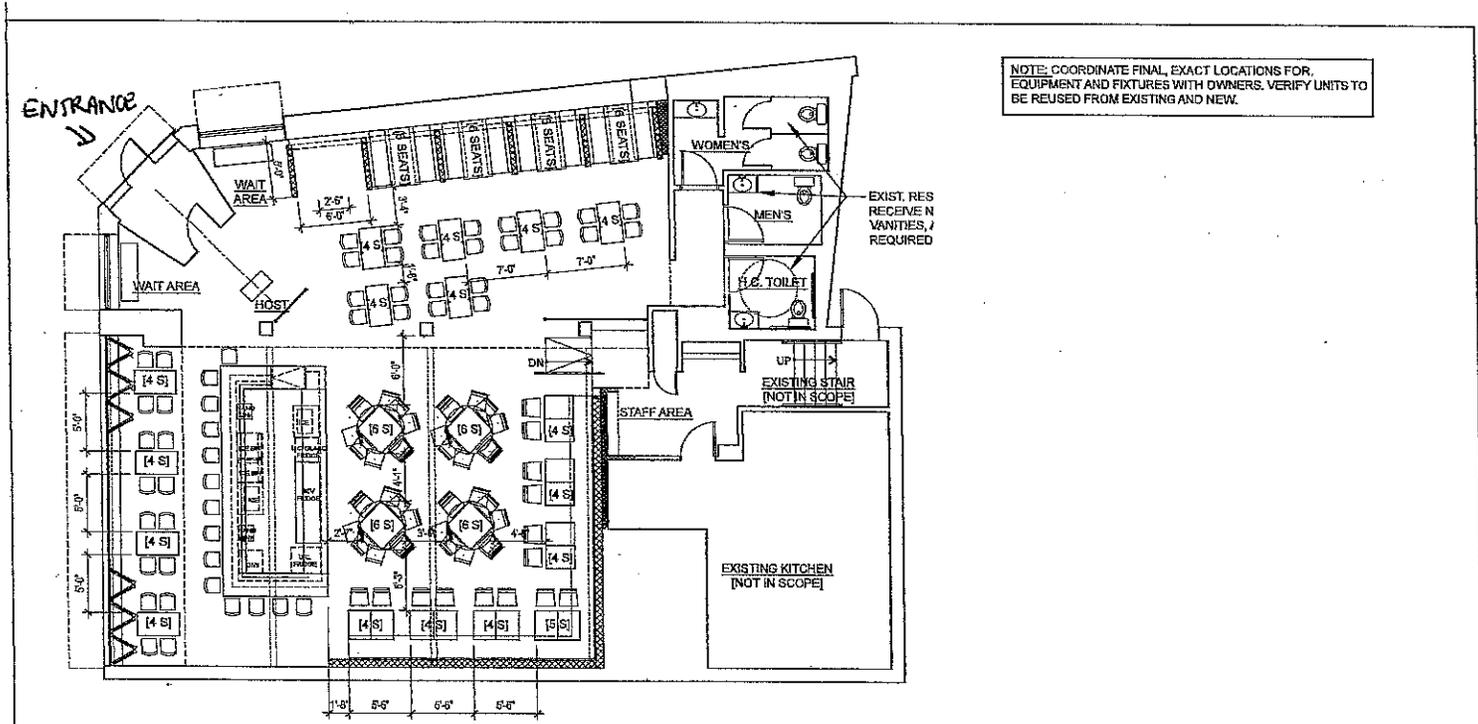
Costs Associated with License

- 1. Real Property: \$
- 2. Business Purchase: \$
- ✓ 3. Renovations/Construction: \$
- ✓ 4. Start-up/Operating Capital: \$
- 5. Inventory: \$
- 6. Goodwill: \$
- 7. Furniture: \$
- 8. TOTAL COST: \$
- 9. TOTAL CASH: \$
- 10. TOTAL FINANCED: \$

> Existing No
New purchase

The amounts in items 9 and 10 must total the amount reflected in item 8. **IMPORTANT:** Submit any and all records, documents and affidavits including loan agreements that explain the sources of money for this transaction.

New



NOTE: COORDINATE FINAL, EXACT LOCATIONS FOR EQUIPMENT AND FIXTURES WITH OWNERS. VERIFY UNITS TO BE REUSED FROM EXISTING AND NEW.

NOTE: 126 SEATS
14 BAR

1 PROPOSED FURNITURE, FIXTURE, AND EQUIPMENT FLOOR PLAN
1/8" = 1'-0"



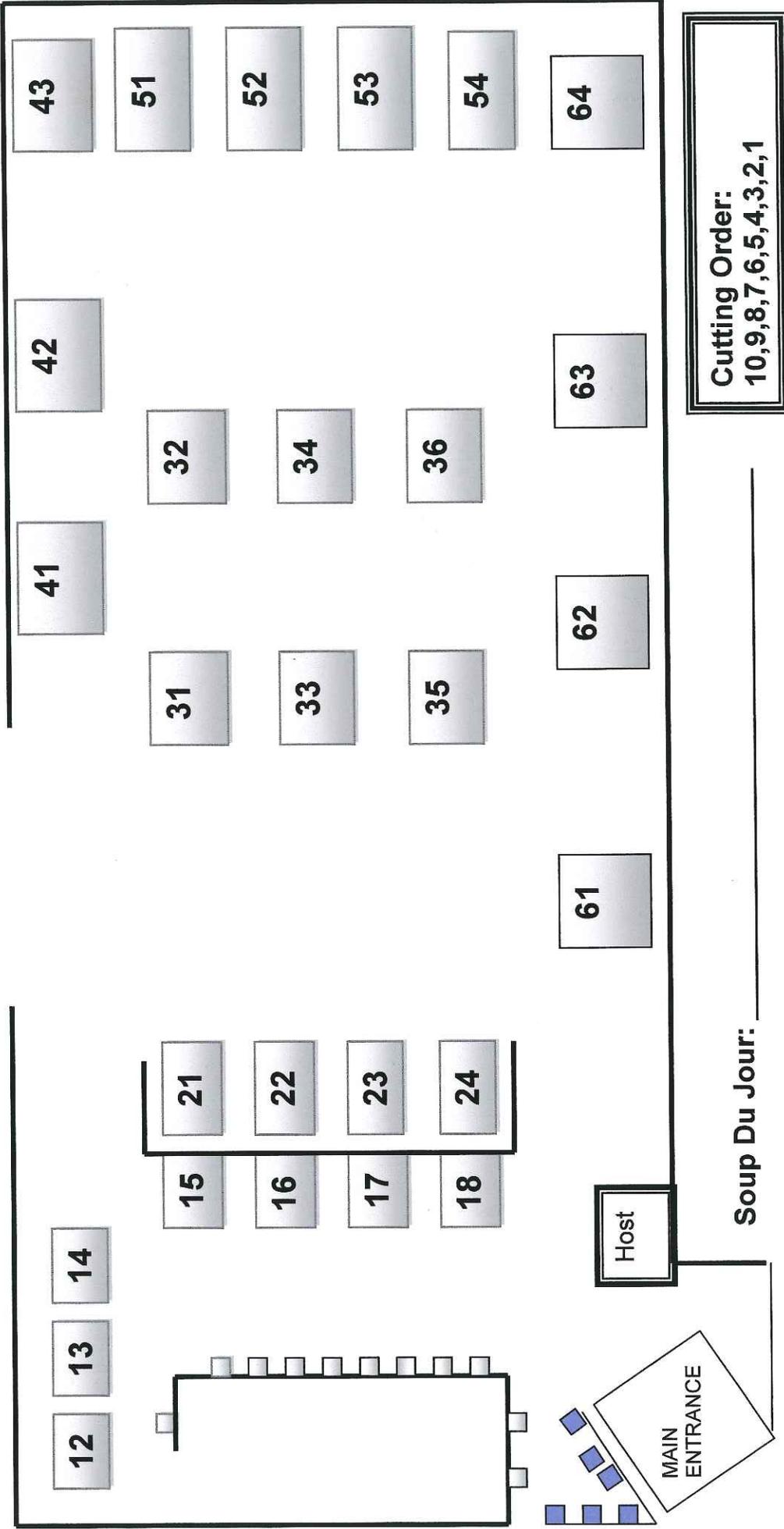
North

Owner: BLUE ON HIGHLAND 882 HIGHLAND AVE NEEDHAM, MA 02494	PRICING SET	Designer: kripper architecture studio, inc. 586 HARRISON AVE, SUITE 443 BOSTON, MA 02118	Date: 05.29.15 Scale: 1/8" = 1' A2 Sheet Number Proposed Furn., Fixture, & Equipment Plan
--	--------------------	---	--

000

BLUE on HIGHLAND

MASTER FLOOR PLAN



Cutting Order:
 10,9,8,7,6,5,4,3,2,1

Hostess:

Back Server:

Team 1
 1

Team 2
 5

Team 3
 7

Team 4
 9

Team 5

Name _____ Task _____
 2

Name _____ Task _____
 4

Name _____ Task _____
 6

Name _____ Task _____
 8

Name _____ Task _____
 10

882 HIGHLAND AVE

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	STATE	ZIP	PARCEL ID	PROPERTY ADDRESS
HIGHLAND MONTROSE, LLC		159 CAMBRIDGE ST	ALLSTON	MA	02134	1990630003800000	920 HIGHLAND AVE
544-546 HUNNEWELL STREET, LLC		546 HUNNEWELL ST	NEEDHAM	MA	02494	1990690004100000	544 HUNNEWELL ST
JACKSON, DOUGLAS A. &	DIDUCCA, JEWELL M.	569 HUNNEWELL ST	NEEDHAM HTS	MA	02494	1990690005400000	569 HUNNEWELL ST
868 HIGHLAND AVENUE, LLC	C/O ROBERT L. RIEMER	3 VAN DE GRAAFF DRIVE	BURLINGTON	MA	01803	1990690006100000	868 HIGHLAND AVE
HIGHLAND MONTROSE, LLC		159 CAMBRIDGE ST	ALLSTON	MA	02134	1990690005800000	902 HIGHLAND AVE
TOWN OF NEEDHAM		1471 HIGHLAND AVE	NEEDHAM	MA	02492	1990690007000000	0 HIGHLAND AVE
ALLIED CAPITAL PROPERTIES, INC	C/O PEOPLE'S UNITED BANK R.E. SVCS	PO BOX 820	BURLINGTON	VT	05402	1990690006500000	827 HIGHLAND AVE
ROSS, EVAN B	C/O SHERMAN, JENNIFER P. & DANIEL I	566 HUNNEWELL ST	NEEDHAM	MA	02494	1990690005000000	566 HUNNEWELL ST
FIRST METHODIST EPISCOPAL CHURCH		10 PARK PLAZA	NEEDHAM	MA	02494	1990690003800000	810 HIGHLAND AVE
MASS BAY TRANSPORTATION AUTHORITY.		250 FIRST AVE-STE 200	NEEDHAM	MA	02494-2850	1990690006200000	0 RAILROAD
SVI, INC., TR. WELLESLEY HILLS PROP. TR.	J & C GLYNN REALTY TRUST	7 WOODWARD RD	NEEDHAM	MA	02081	1990690006700000	844 HIGHLAND AVE
GLYNN, CAROL L., TR.		1471 HIGHLAND AVE	NEEDHAM	MA	02492	1990690005200000	855 HIGHLAND AVE
TOWN OF NEEDHAM		159 CAMBRIDGE ST	ALLSTON	MA	02134	1990690007100000	0 MARK LEE RD
HIGHLAND MONTROSE LLC		528 HUNNEWELL ST	NEEDHAM HTS	MA	02494	1990690003900000	526 HUNNEWELL ST
RABEROV, YAKOV &	RABEROVA, MARGARITA	565 HUNNEWELL ST	NEEDHAM	MA	02494	1990690005300000	565 HUNNEWELL ST
BOTELHO, JASON &	MASON, ELIZABETH	540 HUNNEWELL ST	NEEDHAM	MA	02494	1990690004000000	540 HUNNEWELL ST
SHYTKEL, ALEKSEY &	URMAN, YANA	103 FALCON ST	NEEDHAM	MA	02492	1990690006900000	17 AVERY SQ
SALVUCCI, DONALD A. & LINDA M,TRS	AVERY REALTY TRUST	523 GREAT PLAIN AVE	NEEDHAM	MA	02492	1990690005500000	37 WEST ST
MOY, RUTH C., TR. &	GOVE, DEBORAH S, TR	44 MARK LEE RD	NEEDHAM HTS	MA	02494	1990690005100000	44 MARK LEE RD
DANA, HELEN HADLEY		875 HIGHLAND AVE	NEEDHAM	MA	02494	1990690006800000	875 HIGHLAND AVE
MJOMA NEEDHAM, LLC	THE 49-51 WEST STREET CONDOMINIUMS	49 WEST ST	NEEDHAM	MA	02494	1990690005700000	49 WEST ST
HIGGINS, RICHARD E.		1471 HIGHLAND AVE	NEEDHAM	MA	02492	1990990001400000	300 HILLSIDE AVE
TOWN OF NEEDHAM	CHIN, CHRISTOPHER N., TR	39 MARK LEE RD	NEEDHAM HTS	MA	02494	1990690004200000	39 MARK LEE RD
CHIN, RICHARD N & CHIN, TONY N.,	MAKARIOS, PERRY	262 MAIN ST	NEEDHAM HTS	MA	02494	1990690005900000	890 HIGHLAND AVE
MAKARIOS, THEODORE &		672 NORTH MAIN ST	NORFOLK	MA	02056	1990690006000000	882 HIGHLAND AVE
WOLRICH FAMILY LLC		4500 DORR ST	RANDOLPH	MA	02368	1990690003700000	100 WEST ST
HCRI MASSACHUSETTS PROPERTIES TRUST II		574 HUNNEWELL ST	NEEDHAM HTS	MA	02494	1990690004900000	574 HUNNEWELL ST
FICCARDI, BRIAN	C/O THE SOUTHLAND CORP	P O BOX 711	DALLAS	TX	75221-0711	1990690006600000	845 HIGHLAND AVE
LAURENCE ARRA PARTNERSHIP ENTERPRISES	DASANGRO, PAUL JR.	43 WEST STREET	NEEDHAM	MA	02494	1990690005600000	43 WEST ST
THE 43-45 WEST ST CONDOMINIUM	MORSE, RANDI	7 ELM RD	SCARSDALE	NY	10583	1990690005600430	43 WEST ST
MORSE, ALAN R. &		45 WEST ST - UNIT 45	NEEDHAM	MA	02494	19906900056600450	45 WEST ST
HASENFUS, LINDA		49 WEST ST	NEEDHAM	MA	02494	1990690005700490	49 WEST ST
YE, SUN QING		51 WEST ST	NEEDHAM	MA	02494	1990690005700510	51 WEST ST
LIN, TIAN MING &	ZHENG, XIAO HUA						

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 *[Signature]*

led to informal probate.

Sandra S Eaton of Denver CO has been informally appointed as the Personal Representative of the estate to serve without surety on the bond.

The estate is being administered under informal procedure by the Personal Representative under the Massachusetts Uniform Probate Code without supervision by the Court. Inventory and accounts are not required to be filed with the Court, but interested parties are entitled to notice regarding the administration from the Personal Representative and can petition the Court in any matter relating to the estate, including distribution of assets and expenses of administration. Interested parties are entitled to petition the Court to institute formal proceedings and to obtain orders terminating or restricting the powers of Personal Representatives appointed under informal procedure. A copy of the Petition and Will, if any, can be obtained from the Petitioner.

AD#13336758
Needham Times 10/1/15

**BLUE ON HIGHLAND
LEGAL NOTICE
TOWN OF NEEDHAM**

**Application for Alteration of Licensed
Premises in an All Alcoholic License
in a Restaurant**

Notice is hereby given pursuant to Massachusetts General Laws, Chapter 138, that Mount Blue Two, LLC, d/b/a Blue on Highland, Scott Drago, Manager, has applied for an alteration of licensed premises of the following kind: To move bar area to front of restaurant from side wall of restaurant. The restaurant is located at 882 Highland Avenue, Needham.

IT IS ORDERED that a public hearing be held for said application at the office of the Board of Selectmen acting as the Needham Licensing Authority located in the Town Hall, 1471 Highland Avenue on the 13th day of October 2015 at 7:00 o'clock p.m.

Board of Selectmen
Licensing Board for the Town of Needham

Ad # 13335427
Needham Times 10/1/2015

**ZBA/40 FREEMAN PL.
LEGAL NOTICE
Town of Needham
ZONING BOARD OF APPEALS
NOTICE OF PUBLIC HEARING**

Public notice is hereby given that Plugged In Band Program, owner, will be appearing before the Board of Appeals to Extend the Special Permit issued under Section 3.2.2. of the Zoning By-law on May 22, 2015 to operate a private school for youth rock band music and songwriting on a non-conforming lot and structure, and to waive strict adherence to parking requirements. The property is located at 40 Freeman Place in the Chestnut Street Business Zoning District. Upon said notice, a public hearing will be held in the Charles River Room, Public Services Administration Building, 500 Dedham Avenue, Needham, MA, on Thursday, October 15, 2015 at 7:30 p.m. at which time and place all persons interested may appear and be heard.

Jon D. Schneider, Chairman

AD#13338200
Needham Times 10/1, 10/8/15

AD#13338131
Needham Times 10/1/15

**ZBA/115 WOODLEDGE RD.
LEGAL NOTICE
Town of Needham
ZONING BOARD OF APPEALS
NOTICE OF PUBLIC HEARING**

Public notice is hereby given that Jill Kahn and James Boesel, 44 Brookline Street, Needham, MA, abutters, have made an Appeal to the Building Inspector's Decision to the Board of Appeals under Sections 7.5.1, 4.2.1, 4.2.3, 1.3 and any other applicable Sections of the By-law to revoke a August 19, 2015 building permit allowing the owners of 115 Woodledge Road to rebuild a retaining wall ranging in height from two (2) feet to over eight (8) feet and require the setback to be ten (10) feet rather than the five (5) feet allowed in the building permit. The property is located at 115 Woodledge Road, Needham, MA, in the Single Residence B Zoning District. Upon said notice, a public hearing will be held in the Charles River Room, Public Services Administration Building, 500 Dedham Avenue, Needham, MA, on Thursday, October 15, 2015 at 7:30 p.m. at which time and place all persons interested may appear and be heard.

Jon D. Schneider, Chairman

AD#13338196
Needham Times 10/1, 10/8/15

**ZBA/S T. AND SECOND AVE.
LEGAL NOTICE
Town of Needham
ZONING BOARD OF APPEALS
NOTICE OF PUBLIC HEARING**

Public Notice is hereby given that A Street Residential, LLC, c/o Normandy Real Estate Partners, 99 Summer Street, Boston, MA 02110 prospective purchaser, has made application to the Board of Appeals for a Comprehensive Permit under M.G.L. Ch. 40B, to construct a 5-story 390-unit residential project and associated parking garage. The 5.13 acre parcel in the New England Business Center Zoning District is located at the corner of A Street and Second Avenue, being a portion of 77 A Street, 189 B Street, 156 B Street and 0 A Street. Upon said notice a public hearing will be held at the Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham, MA 02492 on Tuesday, October 20, 2015 at 8:30 PM at which time and place all persons interested may appear and be heard.

Jon D. Schneider, Chairman

AD#13338214
Needham Times 10/1, 10/8/15

**To
Place
A
Legal
Ad
Call
Mary
(781)
433-7902**



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

MEETING DATE: 10/13/2015

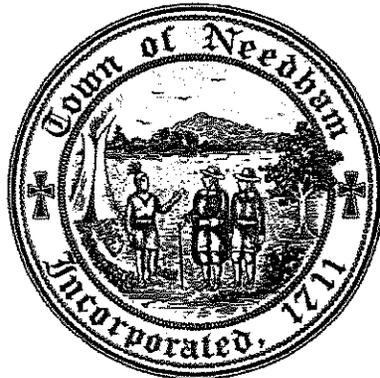
Agenda Item	Positions on Warrant Articles
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
The Board will review articles contained in the Special Town Meeting Warrant.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
That the Board vote to support (not to support) article _____ in the Special Town Meeting Warrant.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
a. Status of Articles (10.9.13) b. Draft Special Town Meeting Warrant			

November 2, 2015 Special Town Meeting Status of Articles

<u>Article</u>	<u>Title</u>	<u>Status</u>	<u>BOS Rec.</u>	<u>FC Rec.</u>	<u>BOS Member</u>	<u>FC Member</u>
1	Collective Bargaining - Police				Dan	
2	Collective Bargaining - Police Superiors				Dan	
3	Collective Bargaining - BCTIA/PFD				Dan	
4	General By-law - Term of Moderator			No Position	John	
5	Access Easement - Rockwood Lane				John	
6	Zoning By-law - Mixed Use 128			Adopt	Moe	
7	Zoning By-law - Mixed Use 128/Map Change			Adopt	Moe	
8	Zoning By-law - Historic Preservation			No Position	Marianne	
9	Amend FY2016 Operating Budget	Motion to Amend		Adopt*	Moe	
10	Appropriate for Fire Station 2 Feasibility			Adopt	Matt	
11	Appropriate for NHS Cafeteria Renovation				Moe	
12	Appropriate for Hillside School Feasibility				Marianne	
13	Appropriate for Property Acquisition				Matt	
14	Establish & Appropriate to Debt Service Fund				Matt	

TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

MONDAY, November 2, 2015

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

DRAFT 10.9.2015

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

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

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

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

MONDAY, THE SECOND DAY OF NOVEMBER, 2015

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

HUMAN RESOURCE ARTICLES

ARTICLE 1: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016 and fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

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

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

ARTICLE 2: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

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

INSERTED BY: Board of Selectmen

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

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

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

**ARTICLE 3: APPROVE COLLECTIVE BARGAINING AGREEMENT –
BCTIA/CUSTODIANS AND TRADES**

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

INSERTED BY: Board of Selectmen

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

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

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

GENERAL ARTICLES

ARTICLE 4: AMEND GENERAL BY-LAWS – TERM OF MODERATOR

To see if the Town will vote to amend the General By-Laws, Section 1.10 ELECTION OF OFFICERS, by deleting subsection (c) “A Moderator for a term of one year”, and inserting in place thereof a new subsection (c) “A Moderator for a term of three years”; or take any other action relative thereto.

INSERTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS THAT: No position taken.

Article Information: The term of the Town Moderator in Needham is one year. Needham’s moderators have a history of running for the office annually, and State Law allows for a term of three years. The 2015 Annual Town Meeting voted to submit a home rule petition to the Legislature to amend the Town Charter to change the term of the Moderator to three years. At the time of the printing of the warrant, the petition is still pending in the Legislature. Town Meeting action to amend the By-law will be required if the Charter amendment is approved.

ARTICLE 5: ACCEPT ACCESS EASEMENT – ROCKWOOD LANE SUBDIVISION

To see if the Town will vote to authorize the Selectmen to accept the following easements from the Wayside Realty Trust: 1. the perpetual right to pass and repass on foot or by vehicle over the

area shown as Rockwood Lane (Ext.) on a plan entitled "Rockwood Lane Subdivision last revised September 26, 2014, on file with the Needham Planning Board, and 2. an access easement to pass and repass on foot or by vehicle over the area shown as "13' Wide Access Easement to be Granted to Town" depicted on a plan entitled "Rockwood Lane Subdivision last revised September 26, 2014, on file with the Needham Planning Board; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information:

ZONING ARTICLES

ARTICLE 6: AMEND ZONING BY-LAW – MIXED USE OVERLAY DISTRICT

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

(a) In Section 2.1, Classes of Districts, by adding a new Overlay District designation category as follows:

"MUOD - Mixed-Use Overlay District"

(b) In Section 3, Use Regulations, by inserting a new Subsection 3.14, Mixed-Use Overlay District, to read as follows:

"3.14 Mixed-Use Overlay District

3.14.1 Purpose of District

The purposes of the Mixed-Use Overlay District (hereinafter referred to as the "MUOD") include but are not limited to:

- (a) Promoting a range and balance of land uses;
- (b) Facilitating integrated physical design and encouraging interaction among activities;
- (c) Permitting mixed use (commercial and residential) on sites that are zoned within Mixed Use-128 and the northern Highland Commercial-128, i.e. the northern portion of Highland Commercial-128 abutting the Mixed Use-128 zoning district (hereinafter "the abutting Highland Commercial-128");
- (d) Permitting mixed use (commercial and residential) on sites currently zoned Mixed Use-128 and the abutting Highland Commercial-128;
- (e) Establishing controls which will facilitate responsible development while protecting the public interest by limiting the aggregate amount of development;
- (f) Permitting flexible development on individual lots;
- (g) Promoting site features and layouts conducive to a variety of uses;

- (h) Promoting a pedestrian-friendly living and working environment; and
- (i) Providing housing for high tech, life science, and other workers.

3.14.2 Scope of Authority

The MUOD is an overlay district superimposed on the Mixed Use-128 and the abutting Highland Commercial-128 District. All uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section. Where the MUOD authorizes uses not otherwise allowed in the underlying district, specifically multifamily residential, the provisions of the MUOD shall control. The Planning Board shall be the Special Permit Granting Authority (“SPGA”) for every MSP (as defined below) and any other Special Permit required for development whether permitted by Special Permit in the underlying zoning district or in the MUOD. Nothing herein shall be construed to supersede the provisions of other overlay districts applicable in the MUOD, except as set forth herein.

3.14.3 Definitions

Concept Plan: An optional submittal for a Master Special Permit which provides a preliminary site plan for MUOD projects detailing the proposed character, uses, site layout, impacts and amenities. The requirements of the Concept Plan are set forth in the following sections.

Mixed-Use Project: A combination of retail, office, municipal, service establishments and residential uses, as may be approved by the Planning Board for the MUOD by issuance of the Master Special Permit.

Master Special Permit (“MSP”): The Special Permit that an applicant must obtain as a precondition to or in conjunction with obtaining any Site Plan Review approvals as provided in the Section 7.4 Site Plan Review.

Site Plan Review: The Site Plan Review that an applicant must obtain as part of approval for any MUOD Project.

MUOD: The Mixed-Use Overlay District (“MUOD”) comprising the land presently part of the Mixed Use-128 District and the abutting Highland Commercial-128 District.

3.14.4 Approval Process

3.14.4.1 Overview

Prior to applying for a building permit for a MUOD Project, the following review sequence is recommended.

- (a) Concept Plan at the discretion of applicant.
- (b) Master Special Permit application and MUOD Plan Review application.

The Planning Board shall promulgate and adopt rules and regulations governing applications in the MUOD. Such rules and regulations shall take effect upon their filing with the Town Clerk, and applications must be submitted on a form provided by the Planning Board and must be in accordance with those rules and regulations, as they may be amended from time to time.

After approval of the Site Plan, no structure previously approved by Site Plan may be re-used or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable.

3.14.4.2 Concept Plan

Prior to the application for approval of any MUOD project, a Concept Plan may be filed with the Planning Board for review at a scheduled public meeting or meetings. The Concept Plan shall generally define the proposed character, uses, site layout, impacts and amenities. The Planning Board shall provide written commentary regarding whether the Concept Plan is in compliance with the provisions of this MUOD. A Concept Plan submission at a minimum shall include:

- (a) A preliminary survey plan signed by a registered surveyor;
- (b) A preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, general site grading with finish floor elevations, parking locations and total spaces allocated, landscaping concepts, roads, walkways, egress and access roads, open space and wetlands;
- (c) A preliminary utilities plan showing the proposed location of all germane utilities such as water supply, sewer service, storm water, gas, electric and other germane and or similar utilities;
- (d) A preliminary subdivision plan, if applicable;
- (e) Proposed buildings as to location, use classification, general architectural design, and size; and
- (f) A zoning chart detailing uses and dimensional requirements (existing, required and proposed) including the need for special permits and/or waivers.

After review of the Concept Plan, the Planning Board shall provide written comments to the Applicant regarding the consistency of the Concept Plan with the objectives and criteria of the MUOD. The Planning Board may, in its written comments, provide suggestions regarding any and all aspects of the Concept Plan. The Planning Board shall advise the Applicant of the Planning Board's comments within sixty (60) days following submittal of the Concept Plan, unless such time is extended by written agreement of the Planning Board and the Applicant. The comments of the Planning Board on the submitted Concept Plan shall be advisory in nature and shall be without binding effect on either the Planning Board or the Applicant. Said comments shall not be subject to appeal.

3.14.4.3 Master Special Permit (MSP)

Every MUOD project must obtain a MSP issued by the SPGA. The purpose of the MSP is to specify the design, architectural character, site layout and improvements, traffic improvements, traffic impacts and their mitigation, adequate egress and access from and to the site, environmental impacts and their mitigation, specific locations and uses for buildings, public amenities, future division of the property, and other information required for the public and boards of the Town.

No MSP shall be granted unless the proposed project is in compliance with the performance standards set forth in Section 3.14.9.

A MSP shall govern all future development in a particular MUOD project. All construction and associated improvements must be in compliance with the MSP.

The Applicant must supply the Planning Board with sufficient copies of the Application for a MSP, along with all supporting documents and plans, as are necessary to provide to other local boards, agencies, and officials for review and comment.

Any proposed structure or improvement to the site must be in compliance with the MSP. Anyone seeking in the future to construct any structure, make any site improvement or change to a different use must apply to the Planning Board for approval of such changes in such manner as the Planning Board determines applicable. Such change or modification must meet all the performance standards then in effect.

3.14.4.4 Special Permit and Site Plan Review within the MUOD.

Within the MUOD, the uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section.

In addition to the uses allowed by right or by special permit in the underlying zoning districts, the following residential uses are allowed by MUOD-MSP: multifamily dwellings (defined herein as four or more dwelling units) and one or more dwelling units above commercial uses allowed by right or special permit in the underlying zone. Single, two-family, or three family dwellings are not allowed.

MSP and other special permits must be obtained prior to or in conjunction with Site Plan Review Application or, in the event of future changes, in subsequent applications seeking modifications to the MUOD MSP and Site Plan.

The purpose of the Site Plan Review shall be to ensure that any proposed building and site improvements are in compliance with the MSP, the uses approved therein, and provide for efficient site flow and improvements, requisite traffic improvements and mitigation of project impacts, adequate egress and access from and to the project, mitigation of environmental impacts, and designation of specific locations and uses for buildings, structures and public amenities. Site Plan Review shall include the following components for review and approval: building design and elevations, directional signage, landscaping, lighting, parking, and

compliance with the MSP. The application shall also be reviewed for compliance with performance standards set forth in Section 3.14.9 and with the specific conditions of the proposed MUOD MSP.

The Planning Board shall hold its hearing on a MSP, other special permits, and Site Plan Review application only after receipt of complete applications.

After approval of the Site Plan Review application, special permits (if applicable), and MUOD MSP, no structure previously approved may be re-used or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable to the particular change.

3.14.5 Special Permit Decision Criteria

Any special permits required for uses and/or dimensional requirements in the underlying zoning districts shall be subject to the criteria set forth in other sections of the Zoning By-Law in regards to the granting of special permits.

When the application is for a MSP, the Planning Board shall consider the following criteria, in addition to the criteria set forth in other sections of the Zoning By-Law in regards to the granting of special permits:

- (a) Whether the MUOD project complies with the use regulations, dimensional requirements and performance standards set forth herein;
- (b) The MSP shall be granted in the MUOD by the Planning Board only upon the Board's written determination that the adverse effects, if any, of the proposed MUOD project will not outweigh its beneficial impacts to the Town or the neighborhood, in view of the particular characteristics of the site.

3.14.6 Special Permit Conditions

Where the Planning Board grants any special permit and/or MSP, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including but not limited to the following:

- (a) A phasing schedule for construction of each component part of the project which ensures integration of residential, nonresidential and municipal uses;
- (b) A demolition and construction schedule, including a construction traffic management plan;
- (c) Hours of operation, delivery and waste removal times and lighting schedule;
- (d) Recording of approved special permits, MSP, and Site Plan Review decision in the Norfolk Registry of Deeds, and if registered land, in the Land Court prior to the issuance of any building permits.
- (e) All development shall be in compliance with plans approved in the MSP, other special permits and Site Plan Review decision and with all applicable federal, state, and local laws, rules and regulations and By-Laws.

- (f) If circumstances so warrant, with respect to a MSP, to require continued monitoring of off-site impacts to traffic and the environment in appropriate locations with regard to MUOD development; and
- (g) The Planning Board or its designated representative shall have the right to make inspections during the construction process.

3.14.7 Time Limit

Until such time as the MSP and Site Plan Review decision are issued for a MUOD project, and the appeal period following the Planning Board's decisions have expired and no appeal having been filed, the provisions of the underlying zoning shall solely govern the use and development of the property comprising the MUOD. At the time of the issuance of the first certificate of use and occupancy for a building with the MUOD, the zoning of the MUOD shall apply. If an Applicant has not made effective use of an issued MSP within two years of its issuance, then the MSP shall expire.

3.14.8 Dimensional Requirements

The dimensional requirements of any MUOD Project shall be governed by the dimensional requirements of the underlying zoning district(s) except as follows:

- (a) Height Limit: 70 feet and up to 84 feet by special permit, except within 350 feet of a river, in which event the building shall be limited in height to 54 feet.
- (b) Maximum Building Area to Lot Coverage: 65%.
- (c) Minimum set back requirements from all lot boundaries shall be consistent with the setback requirements of the underlying district.
- (d) Maximum FAR: 3.0 (not to include parking garages or below grade parking).
- (e) As to residential units, parking shall be provided at 1.5 parking spaces per unit, except affordable units may be allowed to provide only 1 parking space per unit. Commercial development shall meet off-street parking requirements of the underlying district.
- (f) The Minimum Lot size for development for a MUOD project shall be two (2) acres.
- (g) Consistent with Section 4.9.3 of the Needham Zoning By-Law, the Planning Board by special permit may waive any applicable dimensional regulation, including the regulations noted above, by 25%. However, this ability to grant waivers shall not include the limits on height. Further provided, the ability to grant waivers from the parking requirements for residential units shall be governed by the special permit provisions of Section 5.1.1.5 of the Needham Zoning By-Law.

3.14.9 Performance Standards

The development of a MUOD Project in the MUOD shall comply with the following performance standards in lieu of those set forth elsewhere in the Zoning By-Law:

3.14.9.1 Residential Development

- (a) Residential Development Cap: In the MUOD district no more than 250 dwelling units shall be permitted.
- (b) At least 40% of all dwelling units within any MUOD project shall be one-bedroom units but not more than 70%. Further, so long as State regulations require projects to include 10% three bedroom units, 10% of all units shall be three bedroom units.
- (c) At least 10% of all dwelling units shall be Affordable Units as defined below.

3.14.9.2 Landscaping

The Applicant shall prepare a landscaping plan showing that the MUOD project will meet the landscaping requirements of the Needham Zoning By-Law and the following standards: promote the establishment, protection, and enhancement of the natural landscape; ensure appropriate use of plant material in new construction; preserve natural tree cover; and promote the inclusion of new tree planting in order to reduce visual blights, noise and glare, prevent soil erosion, reduce stormwater runoff, increase ground water discharge, create shade and reduce solar overheating.

3.14.9.3 Massing

Any buildings proposed for a MUOD project shall provide visual relief along the façade of each building.

Building design throughout a MUOD project shall include designs which promote visual relief by varying roof lines, height and other aesthetic features.

Buildings throughout a MUOD project shall include a mix of occupants.

3.14.9.4 Screening and Buffer Requirements

A MOUD project shall provide an appropriate visual barrier between features of the Mixed-Use Project and public streets and abutting properties. Dumpsters, trash handling areas, mechanical equipment at ground level or roof top, service entrances, utility facilities for building operation, loading docks or spaces and similar components shall be subject to visual barrier as determined by the Planning Board.

3.14.9.5 Stormwater Management

The stormwater management system serving any MUOD project shall comply with all applicable federal, state and local laws, rules, regulations and By-Laws.

3.14.9.6 Roadways

In order to assure there is adequate access and egress for emergency vehicles and normal traffic expected in the Mixed-Use Project, and safe pedestrian access, the roadways serving the MUOD Project shall comply with the By-Law. An applicant must demonstrate that the adequacy of the roadways providing access and egress to and from the MUOD Project and within the site itself ensures safe vehicular and pedestrian traffic.

3.14.9.7 Parking and Loading Standards

An application for MUOD MSP shall include a parking plan setting forth the number of parking spaces and loading areas, the location and design of same, including lighting and landscaping. If required by the Planning Board, the application shall also include a parking and loading study which support such plan. The required off street parking spaces may be accommodated by employing at-grade parking areas, parking garages or below grade parking areas. Further, podium parking, a form of below grade parking, shall be allowed if the parking structure is not more than 4 feet above finished grade and designed and/or landscaped in a manner that the Planning Board deems sufficient to properly buffer the podium parking structure from view.

3.14.9.8 Affordable Units

The following standards shall apply in the MUOD. All projects shall include Affordable Units; further at least 10% of the dwelling units shall be Affordable Units. The term "Affordable Unit" shall mean a dwelling unit reserved in perpetuity for rental or ownership by a household earning less than 80% of area median family income, and priced to conform with the standards of the Massachusetts Department of Housing and Community Development ("DHCD") for rental or ownership units set forth in 760 CMR 45.03(4), as amended from time to time, in order that such Affordable Unit shall be included in the DHCD Subsidized Housing Inventory. Affordable Units shall be subject to the following conditions:

- (a) The Affordable Unit shall be affordable in perpetuity. A Deed Rider or other suitable restriction shall assure this condition. The Deed Rider shall be structured to survive any and all foreclosures.
- (b) Where the Affordable Units are proposed for sale, the continuing enforcement of the Deed Rider through subsequent resales shall be the subject of a Monitoring Agreement.
- (c) The Deed Rider and Monitoring Agreement shall be drafted in compliance with State requirements, as amended from time to time, and guidelines promulgated thereunder. The Deed Rider and Monitoring Agreement shall be subject to the review and approval of Town Counsel prior to the issuance of a certificate of occupancy for any dwelling unit.
- (d) The Affordable Unit shall conform to the standards of DHCD for inclusion in the DHCD Subsidized Housing Inventory.
- (e) A right of first refusal shall be granted to the Town or its designee for a period not less than 120 days after notice thereof.
- (f) Affordable Units shall satisfy the design and construction standards of the Local Initiative Program, as amended from time to time, with regard to distinguishability from market rate units.
- (g) Each Affordable Unit must be constructed and an occupancy permit obtained at the rate of one Affordable Unit for every nine market rate units.
- (h) In computing the number of required Affordable Units, any fraction of a unit must be rounded up, and the result shall be the number of Affordable Units to be built within the MUOD and not off site.

3.14.10 Peer Review

The Planning Board, at the expense of the Applicant and pursuant to M.G.L. Chapter 44, Section 53G, may engage qualified peer reviewers, including, but not limited to, traffic engineers, civil engineers, landscape architects, wetlands scientists, lighting technicians, and experts on impacts, to review all Concept Plans, special permit applications, MSP, and Site Plan Review applications.

3.14.11 Rules and Regulations

The Planning Board shall adopt rules and regulations for the implementation of this Section.” Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

ARTICLE 7: AMEND ZONING BY-LAW – MAP CHANGE TO MIXED USE OVERLAY DISTRICT

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

- (a) Place in the Mixed Use Overlay District all that land described under Article 3, paragraph 2 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Mixed Use 128 District (MU-128), said description being as follows:

“Beginning at the point of intersection of the easterly sideline of the Circumferential State Highway Layout of 1953, and the centerline of the MBTA right-of-way thence running northeasterly by said centerline to a point with its intersection with the centerline of the Charles River, thence turning and running southeasterly by the centerline of the Charles River to its intersection with a line 100 ft. northerly and parallel to the northerly sideline of Highland Avenue, thence turning and running westerly by said parallel line to its intersection with the westerly most sideline of Highland Circle, thence turning and running by said centerline northwesterly and westerly to the point of intersection with a line 200 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running westerly by said parallel line to a point of intersection with the easterly lot line of Lot 2, as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running southerly by said lot line to a point, thence turning and running westerly by the southerly lot line of Lot 2 to the point of intersection with the easterly sideline of Brook Road thence continuing in the same direction of said lot line to the intersection of the line of the end of Brook Road at the easterly sideline of the Circumferential Highway Layout of 1953, thence northerly by said Highway Layout to the point of beginning.”

- (b) Place in the Mixed Use Overlay District all that land described under Article 3, paragraph 3 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Highland Commercial -128 District (HC-128) located north of Highland Avenue, said description being as follows:

“Beginning at the point of intersection of the centerline of Highland Avenue and the easterly sideline of the Circumferential State Highway Layout of 1953, known as Route 128 (Interstate Route 95); thence running northerly along said sideline of the Circumferential State Highway to the point of intersection of said Circumferential Highway and the westerly projection of the southerly lot line at the end line of Brook Road of Lot 2 as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running easterly by said projection and said southerly lot line of Lot 2 to a point, thence turning and running northerly by the easterly lot line of Lot 2 to a point of intersection with a line 200 ft. from a parallel to the northerly sideline of Highland Avenue, thence running easterly by said line 200 ft. from and parallel to the northerly sideline of Highland Avenue to the point of intersection of the southerly most centerline of Highland Circle, thence running easterly and southeasterly by said centerline of Highland Circle to the intersection with a line 100 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running by said parallel line easterly to the centerline of the Charles River, thence running easterly by said centerline of the Charles River to the northerly centerline of Highland Avenue, thence running westerly by said centerline to the point of beginning.” Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

**ARTICLE 8: AMEND ZONING BY-LAW –HISTORIC PRESERVATION
DIMENSIONAL SPECIAL PERMIT**

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

“4.7.5 Historic Preservation Dimensional Special Permit

4.7.5.1 Purpose

The purpose of this by-law is to encourage the preservation and restoration of historic architectural features on existing historic buildings and structures in the community, by modifying certain dimensional standards that might be an impediment to such preservation and restoration efforts.

4.7.5.2 Applicability

Modification of dimension standards per a Historic Preservation Dimensional Special Permit shall be allowable in all zoning districts.

4.7.5.3 Historic Eligibility

For purposes of a Historic Preservation Dimensional Special Permit, the building or structure must be listed on one of the following:

- (a) The National Register of Historic Places;
- (b) The State (Commonwealth of Massachusetts) Register of Historic Places;
- (c) Inventory of Historic Assets of the Commonwealth for the Town of Needham, or designated for inclusion in such inventory, including those buildings listed for which complete surveys may be pending; and
- (d) Pending nominations in good standing to the National or State Register.

4.7.5.4 Special Permit

After making the findings required by Section 4.7.5.5 below, the Board of Appeals may, by special permit waive the front, side, and rear setbacks for the zoning district, by relaxing each by up to a maximum of 40%, as necessary. Said waiver to permit the preservation and/or restoration of a historic architectural feature on an existing building and/or structure that is eligible under Section 4.7.5.3 above.

4.7.5.5 Findings Required

In order to grant a special permit, the Board of Appeals shall find:

- (a) That the proposed renovation, repair, or addition, to the maximum extent feasible, preserves and/or restores the historical architectural features of the building, or structure;
- (b) That such modification of a dimensional requirement is required to enable the preservation and/or restoration of the historical architectural features of the building or structure and that failure to grant the special permit is likely to result in construction or continuation of an inappropriate physical modification;
- (c) That the proposed renovation, repair, or addition has been determined by vote of the Needham Historical Commission to be a historically accurate architectural restoration;
- (d) That the building or structure will remain on the site on which it was originally constructed; and
- (e) That the proposed use will not generate negative impacts to the surrounding area or zoning district or that any negative impacts generated may be feasibly mitigated.”

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information:

FINANCIAL ARTICLES

ARTICLE 9: AMEND THE FY2016 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the 2015 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits & Administrative Costs	\$11,474,207	\$11,670,207
6	Debt Service	\$11,224,301	TBD
9	Classification, Performance & Settlements	\$175,000	\$360,000
10	Reserve Fund	\$1,384,767	\$1,524,767

Or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted*

Article Information:

CAPITAL ARTICLES

ARTICLE 10: APPROPRIATE FOR FIRE STATION 2 FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate \$50,000 for a feasibility study for the repair, renovation and/or addition to Fire Station #2 to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation that \$12,305 be transferred from Article 39 of the 2013 Annual Town Meeting and that \$37,695 be transferred from Overlay Surplus; or take any other action relative thereto.

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

Article Information:

ARTICLE 11: APPROPRIATE FOR HIGH SCHOOL CAFETERIA RENOVATION

To see if the Town will vote to raise and/or transfer and appropriate a sum for engineering, design and construction for renovation and repairs to the cafeteria at Needham High School, to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information: This article provides funding for final design, engineering and construction of expanded cafeteria space at Needham High School. The project scope includes an approximately 3,000 s.f. addition to the existing cafeteria to provide additional student seating. This expansion is needed to accommodate enrollment growth at the school. Currently, the cafeteria seating capacity is 488, but the average lunch seating is 536, with a second lunch seating of 620 students. The expansion is needed to increase capacity, provide sufficient seating, and meet building code requirements. In addition, serving areas and cashiers will be spaced more appropriately to improve the movement and circulation of students through the serving lines. A folding panel partition is proposed to separate the new space from the existing cafeteria. This multi-purpose design would strengthen school programs by providing additional space for directed study halls and academic support, testing, lectures, training, class meetings, and co-curricular space. The 2015 Annual Town Meeting appropriated \$150,000 for study and preliminary design.

ARTICLE 12: APPROPRIATE FOR FEASIBILITY STUDY / HILLSIDE SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate \$45,000 for feasibility, design and engineering services related to the renovation and/or reconstruction of the Hillside School located at 28 Glen Gary Road and shown as Lot 01 on the Needham Assessors Map numbered 102, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Article 1 of the November 4, 2013 Special Town Meeting; that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or take any other action relative thereto

INSERTED BY: Board of Selectmen

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

Article Information: This article will provide funding to supplement the feasibility design budget of the Hillside School Renovation project. The November 4, 2013 Special Town Meeting approved \$650,000 for feasibility design of this project. At that time, the Central Avenue site had not yet been identified as a potential location for the Hillside School. The additional cost associated with studying the new site was allocated by the PPBC from other expenses categories of the project budget. As a result, supplemental funds totaling \$45,000 are needed to replenish the budget and complete the schematic design stage. If approved, this warrant article would increase the project budget to \$695,000, for which partial MSBA reimbursement is anticipated.

ARTICLE 13: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate a sum for the acquisition of real property known as Owens Farm, 585 Central Avenue and adjacent properties, and associated site costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information:

TOWN RESERVE ARTICLES

ARTICLE 14: ESTABLISH DEBT SERVICE STABILIZATION FUND

To see if the Town will vote to establish a fund under the provisions of M.G.L. c. 40 Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 to be known as the Debt Service Stabilization Fund. The purpose of this Fund is to allow the Town, from time to time, by appropriation, to reserve funds to pay the debt service for engineering and design, renovation, reconstruction or construction of Town facilities; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information:

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

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

Given into our hands at Needham aforesaid this 21st day of September 2015.

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

Selectmen of Needham

A TRUE COPY

Attest:

Constable:



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

MEETING DATE: 10/13/2015

Agenda Item	Budget Consultation #2
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>The Town Manager will update the Board on the fiscal year 2017 budget process, and discuss financing options for acquisition of the Owens Farm property and future capital facility projects.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>a. Debt Service within the Levy Limit: What If?</p>			

**Debt Service Within the Levy Limit
What If**

Project	Amount	Years	Rate*	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Issued Bonds				\$3,173,327	\$2,452,782	\$2,028,886	\$1,602,968	\$1,541,378	\$1,503,439	\$1,323,594	\$1,205,680	\$1,058,978	\$956,003
Authorized Not Yet Issued & Short Term Costs				\$487,200	\$596,500	\$609,800	\$524,300	\$502,400	\$280,500	\$270,600	\$260,700	\$250,800	\$240,900
<u>Pending Projects 2016 - 2020 CIP</u>													
Public Works Infrastructure Program 2017	\$750,000	5	6.00%		\$195,000	\$186,000	\$177,000	\$168,000	\$159,000				
Public Works Infrastructure Program 2018	\$500,000	5	6.00%			\$130,000	\$124,000	\$118,000	\$112,000	\$106,000			
Public Works Infrastructure Program 2019	\$250,000	5	6.25%				\$65,625	\$62,500	\$59,375	\$56,250	\$53,125		
Fire Engine 2020	\$575,000	4	6.25%				\$11,500	\$180,938	\$171,875	\$162,813	\$148,750		
Rosemary Pool 2017	\$3,060,000	20	6.25%		\$30,600	\$260,625	\$345,938	\$335,625	\$325,313	\$315,000	\$304,688	\$294,375	\$284,063
High School Cafeteria Expansion Nov 2015	\$2,500,000	10	6.00%	\$325,000	\$385,000	\$370,000	\$355,000	\$340,000	\$325,000	\$310,000	\$295,000	\$280,000	\$265,000
Fuel Island Relocation 2017/2018	\$985,000	5	6.00%		\$19,700	\$259,100	\$247,100	\$230,100	\$218,400	\$206,700			
High School Boiler Replacement 2020	\$850,000	5	6.25%				\$17,708	\$223,125	\$212,500	\$201,875	\$191,250	\$180,625	
Projected New General Fund Debt Service#				\$325,000	\$630,300	\$1,205,725	\$1,343,871	\$1,658,288	\$1,583,463	\$1,358,638	\$992,813	\$755,000	\$549,063
General Fund Debt													
Authorized & Issued				\$3,173,327	\$2,452,782	\$2,028,886	\$1,602,968	\$1,541,378	\$1,503,439	\$1,323,594	\$1,205,680	\$1,058,978	\$956,003
Authorized Not Yet Issued & Short Term Costs				\$487,200	\$596,500	\$609,800	\$524,300	\$502,400	\$280,500	\$270,600	\$260,700	\$250,800	\$240,900
Pending Projects 2016 - 2020 CIP				\$325,000	\$630,300	\$1,205,725	\$1,343,871	\$1,658,288	\$1,583,463	\$1,358,638	\$992,813	\$755,000	\$549,063
Estimated General Fund Debt Service Within the Levy				\$3,985,527	\$3,679,582	\$3,844,411	\$3,471,139	\$3,702,065	\$3,367,401	\$2,952,831	\$2,459,193	\$2,064,778	\$1,745,965
Three Percent of General Fund Revenue for Debt Service				\$4,060,071	\$4,222,066	\$4,368,764	\$4,510,684	\$4,660,039	\$4,823,140	\$4,991,950	\$5,166,668	\$5,347,502	\$5,534,664
Delta				\$74,544	\$542,484	\$524,353	\$1,039,545	\$957,974	\$1,455,739	\$2,039,119	\$2,707,476	\$3,282,724	\$3,788,699
General Fund Within the Levy Revenue				\$135,335,715	\$140,735,542	\$145,625,459	\$150,356,126	\$155,334,621	\$160,771,333	\$166,398,329	\$172,222,271	\$178,250,050	\$184,488,802
Debt Service % of General Fund Revenue				2.9%	2.6%	2.6%	2.3%	2.4%	2.1%	1.8%	1.4%	1.2%	0.9%

**Debt Service Within the Levy Limit
What If**

Project	Amount	Years	Rate*	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Other Identified Projects #													
School Administration Building 2018	\$6,400,000	20	6.50%			\$112,000	\$224,000	\$776,000	\$752,600	\$729,200	\$705,800	\$682,400	\$659,000
Memorial Park Building 2019	\$5,600,000	20	6.50%				\$196,000	\$659,000	\$639,825	\$620,650	\$601,475	\$582,300	\$563,125
Fire Engine 2021	\$600,000	4	6.50%					\$6,000	\$189,000	\$179,250	\$169,500	\$159,750	
Fire Quint Ladder 2024	\$935,000	8	6.50%							\$60,775	\$60,775	\$60,775	\$60,775
Fire Station #2 2017/2018	\$4,000,000	20	6.50%			\$140,000	\$475,000	\$461,025	\$447,050	\$433,075	\$419,100	\$405,125	\$391,150
Land Purchase Nov 2015	\$7,000,000	20	6.00%	\$210,000	\$790,000	\$767,800	\$745,600	\$723,400	\$701,200	\$679,000	\$656,800	\$634,600	\$612,400
Total	\$24,535,000			\$210,000	\$790,000	\$1,019,800	\$1,640,600	\$2,625,425	\$2,729,675	\$2,701,950	\$2,613,450	\$2,524,950	\$2,286,450
Estimated Debt Service for Other Projects				\$4,195,527	\$4,469,582	\$4,864,211	\$5,111,739	\$6,327,490	\$6,097,076	\$5,654,781	\$5,072,643	\$4,589,728	\$4,032,415
Debt Service % of General Fund Revenue				3.1%	3.2%	3.3%	3.4%	4.1%	3.8%	3.4%	2.9%	2.6%	2.2%
Amount Over Three Percent Policy				\$135,456	\$247,516	\$495,447	\$601,055	\$1,667,451	\$1,273,936	\$662,831	-\$94,026	-\$757,774	-\$1,502,249

* Rate is the assumed long term rate; temporary loan rates range between 2% and 3.5% over the ten year period.

Other Project Notes:

Fire Station #2 is assumed at a cost of \$5.5 million of which \$1.5 million would be from non-General Fund debt. Project approval Nov 2016 or May 2017.

Memorial Park Building estimated cost per the Facility Master Plan in 2014 is \$5.9 million. Funding year is assumed for FY2019 with the estimated cost inflated by 6% for FY15 and FY16 and by 3.8% for FY17 and FY18. Revised estimated cost is rounded to \$7.145 million. Non-debt funding sources is estimated at \$1.545 million, and the amount estimated to be finance by debt is \$5.6 million. Project approval assumed May 2018.

School Administration Building replacement cost in FY2019 is estimated at \$13.1 million (refer to 2016-2020 CIP submission). Non-General Fund financing is assumed at \$6.7 million (CPA) with the balance funded by General Fund debt at \$6.4 million. Project approval assumed May 2018.

Projects for which cost estimates are not available but may likely be financed by General Fund debt include site and facility improvements at 470 Dedham Avenue and possible relocation of other operations from 470 and 500 Dedham Avenue.

Expansion of the Needham High School is not factored as the direction and cost are unclear.

Public Safety Complex is assumed to be financed by debt exclusion.

Mitchell and Pollard School projects assumed to be funded by debt exclusion and MSBA funding.



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

MEETING DATE: 10/13/2015

Agenda Item	Hillside School / Owens Property Update
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	<p>The Town is contemplating the acquisition of property known as Owens Farm, 585 Central Avenue and adjacent properties for municipal use. The parcel is of sufficient size to allow for the construction of a school or other municipal facility. In accordance with M.G.L. c. 30B, a public procurement process is not required if the Board of Selectmen determines that advertising will not benefit the Town's interest because of the unique qualities of the parcel.</p>		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
	<p><i>Suggested Motion:</i> That the Board vote to determine that in the case of the proposed acquisition of Owens Farm, 585 Central Avenue and adjacent properties, advertising will not benefit the Town's interest because of the unique qualities of the location of the property needed. This determination is made on the basis that the property is of a sufficient size to allow for the construction of a school or other municipal facility, and includes land for which the Town has rights under M.G.L. c. 61 and surrounding properties.</p>		
3.	BACK UP INFORMATION ATTACHED	YES	NO
	<p>(Describe backup below)</p> <ul style="list-style-type: none"> a. M.G.L. c. 30B Section 16 b. Parcel Map 		



Print

PART I ADMINISTRATION OF THE GOVERNMENT**TITLE III** LAWS RELATING TO STATE OFFICERS**CHAPTER 30B** UNIFORM PROCUREMENT ACT**Section 16** Real property; disposition or acquisition

Section 16. (a) If a governmental body duly authorized by general or special law to engage in such transaction determines that it shall rent, convey, or otherwise dispose of real property, the governmental body shall declare the property available for disposition and shall specify the restrictions, if any, that it will place on the subsequent use of the property.

(b) The governmental body shall determine the value of the property through procedures customarily accepted by the appraising profession as valid.

(c) A governmental body shall solicit proposals prior to:

(1) acquiring by purchase or rental real property or an interest therein from any person at a cost exceeding \$35,000; or

(2) disposing of, by sale or rental to any person, real property or any interest therein, determined in accordance with paragraph (b) to exceed \$35,000 dollars in value.

(d) The governmental body shall place an advertisement inviting the submission of proposals in a newspaper with a circulation in the locality sufficient to inform the people of the affected locality. The governmental body shall publish the advertisement at least once a week for two consecutive weeks. The last publication shall occur at least eight days preceding the day for opening proposals. The advertisement shall specify the geographical area, terms and requirements of the proposed transaction, and the time and place for the submission of proposals. In the case of the acquisition or disposition of more than twenty-five hundred square feet of real property, the governmental body shall also cause such advertisement to be published, at least thirty days before the opening of proposals, in the central register published by the state secretary pursuant to section twenty A of chapter nine.

(e) The governmental body may shorten or waive the advertising requirement if:

(1) the governmental body determines that an emergency exists and the time required to comply with the requirements would endanger the health or safety of the people or their property; provided, however, that the governmental body shall state the reasons for declaring the emergency in the central register at the earliest opportunity; or

(2) in the case of a proposed acquisition, the governmental body determines in writing that advertising will not benefit the governmental body's interest because of the unique qualities or location of the property needed. The determination shall specify the manner in which the property proposed for acquisition satisfies the unique requirements. The governmental body shall publish the determination and the reasons for the determination, along with the names of the parties having a beneficial interest in the property pursuant to section forty J of chapter seven, the location and size of the property, and the proposed purchase price or rental terms, in the central register not less than thirty days before the governmental body executes a binding agreement to acquire the property.

(f) Proposals shall be opened publicly at the time and place designated in the advertisement. The governmental body shall submit the name of the person selected as party to a real property transaction, and the amount of the transaction, to the state secretary for publication in the central register.

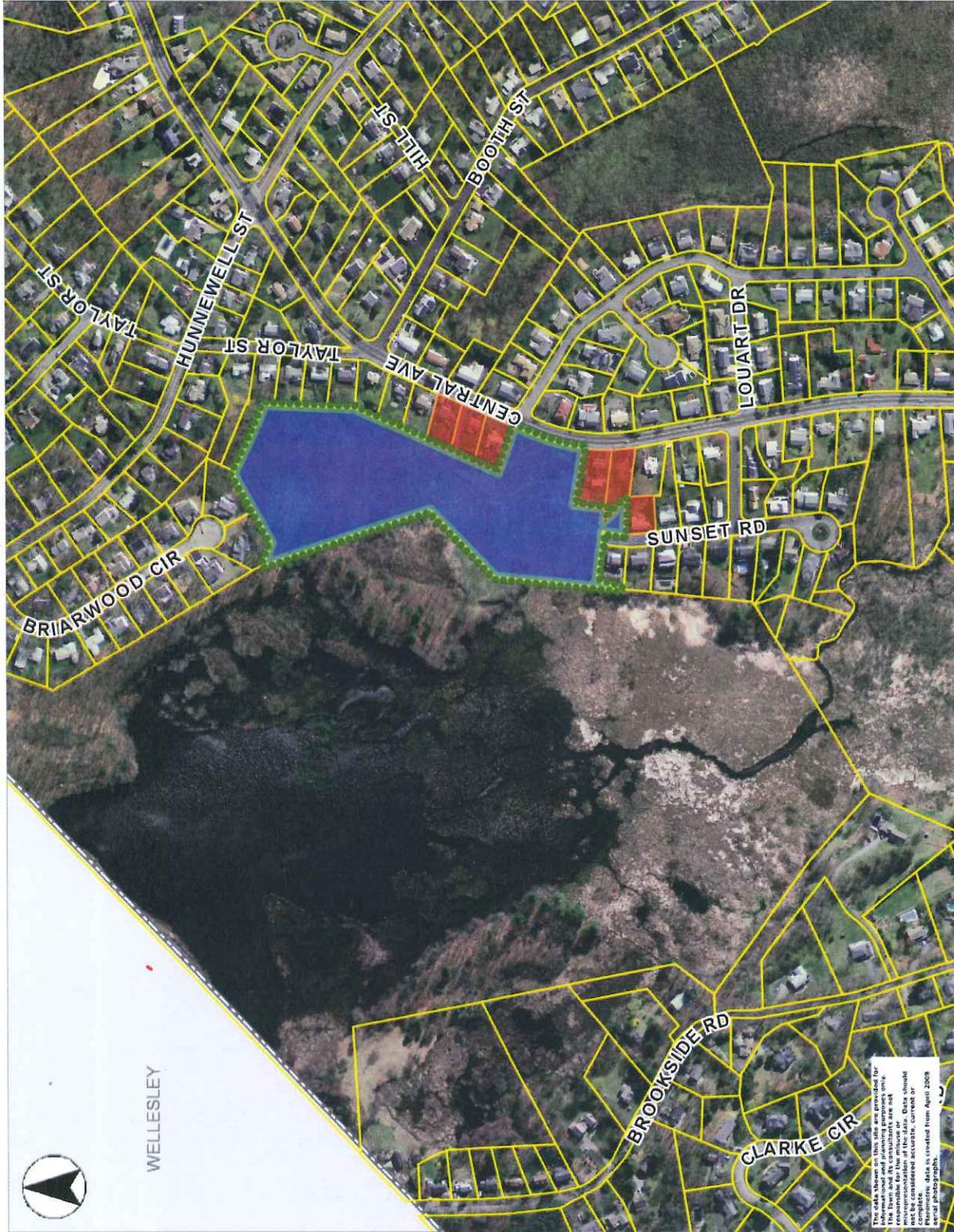
(g) If the governmental body decides to dispose of property at a price less than the value as determined pursuant to paragraph (b), the governmental body shall publish notice of its decision in the central register, explaining the reasons for its decision and disclosing the difference between such value and the price to be received.

(h) This section shall not apply to the rental of residential property to qualified tenants by a housing authority or a community development authority.

(i) Acquisitions or dispositions of real property or any interest therein pursuant to this section between governmental bodies and the federal government, the commonwealth or any of its political subdivisions or another state or political subdivision thereof shall be subject to subsections (a), (b) and (g).



- Parcels with Outlots
- Towers
- Satellite Dish
- Tower Anchor
- Tank
- MA Highways
- US State
- US Highway
- State Highway
- Town Boundary
- Abutting Towns
- Abutting Towns Mask



The data shown on this site are provided for informational and planning purposes only. The user is responsible for the accuracy of the data. The data should not be considered accurate, current or complete. Data is created from April 2009 aerial photography.



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

MEETING DATE: 10/13/2015

Agenda Item	MPO Annual Election October 29, 2015
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
Board members may wish to discuss items related to the Boston MPO Municipal Elections.			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<i>Suggested Motion:</i>			
Move that the Board vote to authorize Chairman Moe Handel to cast ballots for Scott Galvin, Mayor of the City of Woburn, Paul Bishop, Chair of the Norwood Board of Selectmen, Setti Warren, Mayor of the City of Newton, and Kevin Greeley, Chair of the Arlington Board of Selectmen at the MPO election on October 29, 2015.			
3.	BACK UP INFORMATION ATTACHED	YES	NO
(Describe backup below)			
<ul style="list-style-type: none"> a.) Letter dated October 7, 2015 from the MAPC b.) 2015 MPO Absentee Ballot 			



RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN
MBTA Advisory Board

177 Tremont Street, Boston, MA 02111

Tel: (617) 426-6054 Fax: (617) 451-2054

October 7, 2015

TO: Chief Elected Officials

FR: Paul Regan, Executive Director, MBTA Advisory Board
Marc Draisen, Executive Director, Metropolitan Area Planning Council

RE: Municipal Elections to the Boston Region Metropolitan Planning Organization

We are pleased to forward the 2015 MPO Ballot, the candidates' statements of candidacy, and the election procedures for the elected municipal seats on the Boston Region Metropolitan Planning Organization (MPO).

This year there are four (4) municipal open seats on the MPO. The Town of Arlington is running unopposed for the At-Large Town seat. The City of Newton is running unopposed for the At-Large City Seat. The City of Woburn is running unopposed for the North Suburban Planning Council seat. The town of Norwood is running unopposed for the Three Rivers Interlocal Council seat.

Key Dates and Locations:

- | | |
|------------------|---|
| October 28, 2015 | Absentee Ballots Due
5:00 PM delivered by mail or in person (<u>No Fax or Email</u>) to:
BOSTON REGION MPO ELECTIONS
Metropolitan Area Planning Council
<i>60 Temple Place, 6th Floor</i>
<i>Boston, MA 02111</i> |
| October 29, 2015 | MPO Municipal Election
At MAPC Fall Council Meeting, 9:00AM
University of Massachusetts-Boston Campus Center,
100 Morrissey Boulevard, Boston, MA |

Voting Rules:

One vote may be cast by each of the Chief Elected Officials of the 101 municipalities in the Boston region, for each open seat (there are 4 open seats). Ballots may be cast by one of the following ways:

1. By the CEO, in-person, on October 29, 2015 at MAPC Fall Council Meeting.
2. By Absentee Ballot, delivered by mail or in-person to MAPC by 5:00 PM the day before the election, October 28, 2015.
3. By a designee, in-person, on October 29, 2015 at MAPC Fall Council Meeting.

Each Chief Elected Official or their designee, regardless of which sub-region they are in, or whether they represent a city or a town, may cast one vote for each of the two open MPO seats (for a total of 4 votes cast).

Appointing Designees:

Designees shall present a signed letter or signed MPO Ballot by the CEO of the municipality they are representing, to MAPC staff prior to the election or by 9:00 AM on the day of the election. Designees may represent only one municipality in the election.

Certification of Results:

The results of the election shall be certified by the Chairman of the MPO by 12 noon on Friday October 30, 2015.

First MPO Meeting:

The Boston Region MPO regularly meets at 10:00 AM on the first and third Thursdays of every month. Candidates that are elected to the MPO are asked to plan to attend their first MPO meeting on November 5, 2015 at 10:00 AM. The meeting is estimated to last two hours but may last longer. It will be held in conference rooms 2 and 3 in the State Transportation Building, 10 Park Plaza, Boston.

We appreciate the interest shown by the candidates in choosing to serve in these seats on the MPO and for your interest in this important matter. We look forward to your participation. Please contact Eric Bourassa at MAPC (617-933-0740) or Paul Regan, Executive Director of the MBTA Advisory Board (617-426-6054), if you have any questions concerning this election.

2015 MPO Absentee Ballot

The MPO Election will be held on Thursday, October 29, 2015
At MAPC Fall Council Meeting, 9:00 AM
University of Massachusetts-Boston Campus Center, 100 Morrissey Boulevard, Boston, MA

**Absentee ballots must be delivered by October 28, 2015
via mail or in person (No Fax or Email) by 5 PM to:
BOSTON REGION MPO ELECTIONS
Metropolitan Area Planning Council
60 Temple Place, 6th Floor
Boston, MA 02111**

Each Chief Elected Official, regardless of which sub-region they are in, or whether they represent a city or a town, may cast one vote for each of the four open MPO seats.

Chief Elected Official may:

Vote for only one from the North Suburban Planning Council

Woburn Scott Galvin, Mayor

Vote for only one from the Three Rivers Interlocal Council

Norwood Paul A. Bishop, Chair Board of Selectmen

Vote for only one At-Large City

Newton Setti Warren, Mayor

Vote for only one At-Large Town

Arlington Kevin F. Greeley, Chair Board of Selectmen

Municipality _____ Chief Elected Official _____
(Signature)

(Print or type name)

(see back for more information)

Fill this box out only if you (Mayor or Chair Board of Selectman) are appointing someone to vote in your place in person on October 29th at the MAPC Fall Council Meeting.

Designation of alternate (by Mayor or Chair Board of Selectman):	
I hereby authorize _____ to cast the ballot for _____	
(name)	(municipality)
_____	_____
Chief Elected Official (signature)	Date



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

MEETING DATE: 10/13/2015

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

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



Town of Needham, Massachusetts Road Event Form

INTERNAL USE ONLY

DPW Police
 Fire OTM
 Park & Rec
 PFD Paid

TYPE OF EVENT: (check all that apply)

RUN WALK BICYCLE MOTORCYCLE

Name of Event: 25th Oregon, Kieseling, Sweetsir ORIGINAL DAYTIME HALLOWEEN MOTORCYCLE RUN

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, Dedham, Walpole, Westwood, W Rox / Roslindale / Hyde Park / Milton Canton Sharon.

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

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

Organization Mailing Address:

SAME BELOW

Organization is
 Not-for-Profit

Organization Billing Address (if Police Detail is required):

NO

Primary Contact:

Bill Kieseling

Contact Title:

Biker Party Organizer

Contact Address:

34 COLONIAL DR.
Dedham MASS 0202

Contact Phone (Day):

617-759-4697

Contact Phone (Cell):

617 325 6363

AUS machine

Contact Email:

Kieseling will@1@com.cast.net

<p>What facilities are needed for the start of the race (if in Needham)?</p>	<p>N/A</p>
<p>What facilities are needed for the end of the race (if in Needham)?</p>	<p>N/A</p>
<p>Once the event begins, how long will it take to complete the event?</p>	<p>15-20 minutes</p>
<p>Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?</p>	<p>N/A</p>
<p>Will volunteers be placed along the route?</p>	<p>YES</p>
<p>Will you be using a sound system? (includes music) If yes, please describe where and when it will be used.</p>	<p>Norfolk Sheriff's SIRENS</p>
<p>Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)</p>	<p>N/A</p>
<p>Will portable toilets be used? List locations.</p>	<p>N/A</p>
<p>Will hydration stops be set up along route? If yes, please include these on route plan.</p>	<p>N/A</p>
<p>If the event takes place after dark, what is the plan to meet lighting needs?</p>	<p>NO</p>
<p>What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?</p>	<p>Fire Fighters in Ride</p>
<p>Does the event take place during commuter times?</p>	<p>NO</p>
<p>Is school in session during the event? Will school drop off or pick up be impacted by the event?</p>	<p>NO</p>
<p>Are businesses open during the time of the event?</p>	<p>yes</p>
<p>Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)</p>	<p>yes</p>

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

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

28TH ANNUAL

**GREGORY, KIESELING, SWEETSIR
ORIGINAL DAYTIME HALLOWEEN
MOTORCYCLE RUN**

Sunday October 4th 2015

Ride starts at 12 Noon

Registration 10am-12pm

Rain date:

Sunday October 11

*Don't forget to wear
a costume!!!!*

All net proceeds

To benefit the Bridge Center, formally Handi Kids

Registration: \$20 per person

Register at Halloweenmotorcyclerrun.eventbrite.com

**Run starts at The Gardens Cemetery, 670 Baker St, Boston
and ends at the Canton Town Club, 300 Bailey St, Canton**

**Enjoy coffee, donuts and music before the ride.
Following the ride there will be a lunch buffet with
a cash bar and raffles. Prizes for best costume costume**

designed by  **freepik.com**

PUBLIC SERVICE ANNOUNCEMENT OF
A TRAFFIC PATTERN CHANGE On SUN 04 Oct, for Tentative
Ave/Str/Roads on Daytime Halloween Mortocycle Run or
25th Gregory, Kieseling, Sweetsir's Halloween M/cycle Run.

LEFT out of The Gardens at 670 Baker ST. W/Roxbury

LEFT on Nahanton St Newton,

STRAIGHT Through Many Intersections to

~~LEFT on Highland Ave Needham~~

RIGHT on to Rosemary St.

*straight A Highland on West to
left central Ave
centerst.*

STRAIGHT Across onto Central Ave Needham & Dover Center

LEFT on WALPOLE St Follow to

LEFT ON County Rd (Rte109E) Walpole/Westwood/Dedham

STRAIGHT Across Providence Hywy onto Spring/Centre St

RIGHT on HOWELL St Before ST Treasa's Church

RIGHT on Lagrange St West Roxbury

STRAIGHT Across Washington St Roslindale To

RIGHT on Turtle Pond Pkwy To

LEFT on River St

RIGHT on Hyde Park Ave Hyde Park

LEFT Under Bridge Walcott Sq Readville Neponset Valley Pkwy

RIGHT on RTE 138 Milton Over rte 128 to Canton's

RIGHT on Washington St

LEFT on Pleasant St

RIGHT on Bolivar

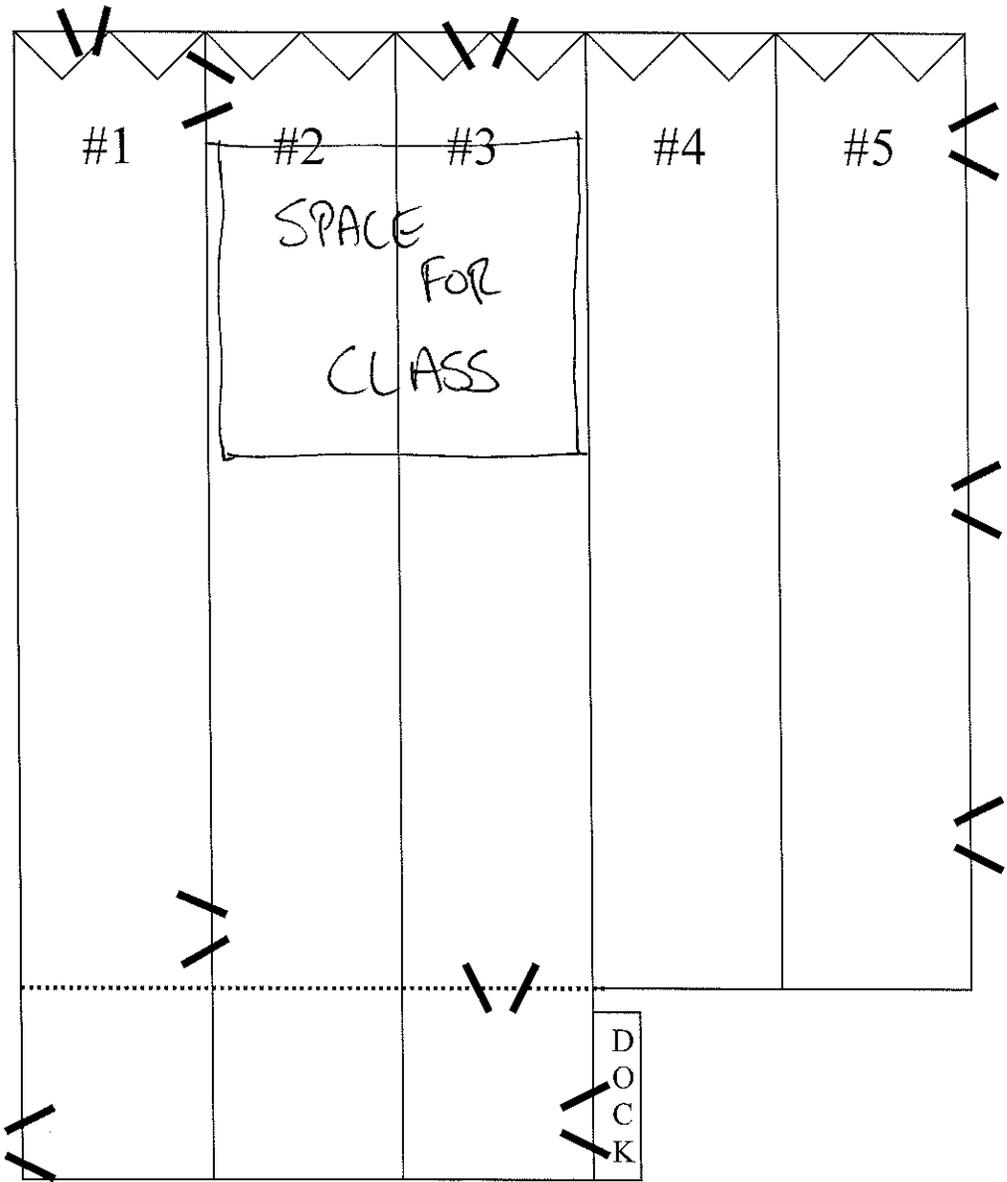
LEFT on Pine St

RIGHT Bailey St

RIGHT Into 300 Canton Town Club Canton Approx 40 miles

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

Event Manager Name (Name that will appear on license)	David Volante
Event Manager Address	292 Forest St Needham, MA
Event Manager Phone Number	781 405 9827
Organization Representing (if applicable)	Volante Farms
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input type="checkbox"/> Non-profit <input checked="" type="checkbox"/> For profit <input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____
Name of Event	Art Bar Night
Date of Event	October 22, 2015
License is for Sale of:	
<input checked="" type="checkbox"/> Wines & Malt Beverages Only <input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)	
Requested Time for Liquor License	FROM: 6 PM TO: 8 PM
Are tickets being sold in advance for this event?	<input checked="" type="checkbox"/> YES \$ 65 /per ticket <input type="checkbox"/> NO
Is there an admission fee for this event?	<input type="checkbox"/> YES \$ /per ticket <input checked="" type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
How many people are you expecting at this event?	30-40
Name & address of event location. Please attach proof of permission to use this facility.	
Same as above	
Who will be serving the alcohol to your guests?	
David Volante and/or Lisa Pierce	
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).	
See attached TIPS certifications.	
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.	
Every attendee will receive 2 glasses of wine during event	
<input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))	
Event Manager Signature:	Date: 9/22/15



Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 2.0
For coursework completed on February 1, 2015
provided by Health Communications, Inc.
is hereby granted to:

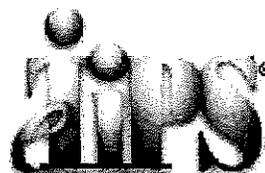
David Volante

Certification to be sent to:

Volante Farms
292 Forest St
Needham MA, 02492-1329 USA



HEALTH COMMUNICATIONS INC.



This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.



»TIPS On Premise 2.0

SSN: XXX-XX-XXXX

Issued: 01/08/2015

Expires: 01/08/2018

ID#: 3895375

D.O.B.: XXX/XX/XXXX

Lisa Pierce

Volante Farms

292 Forest St

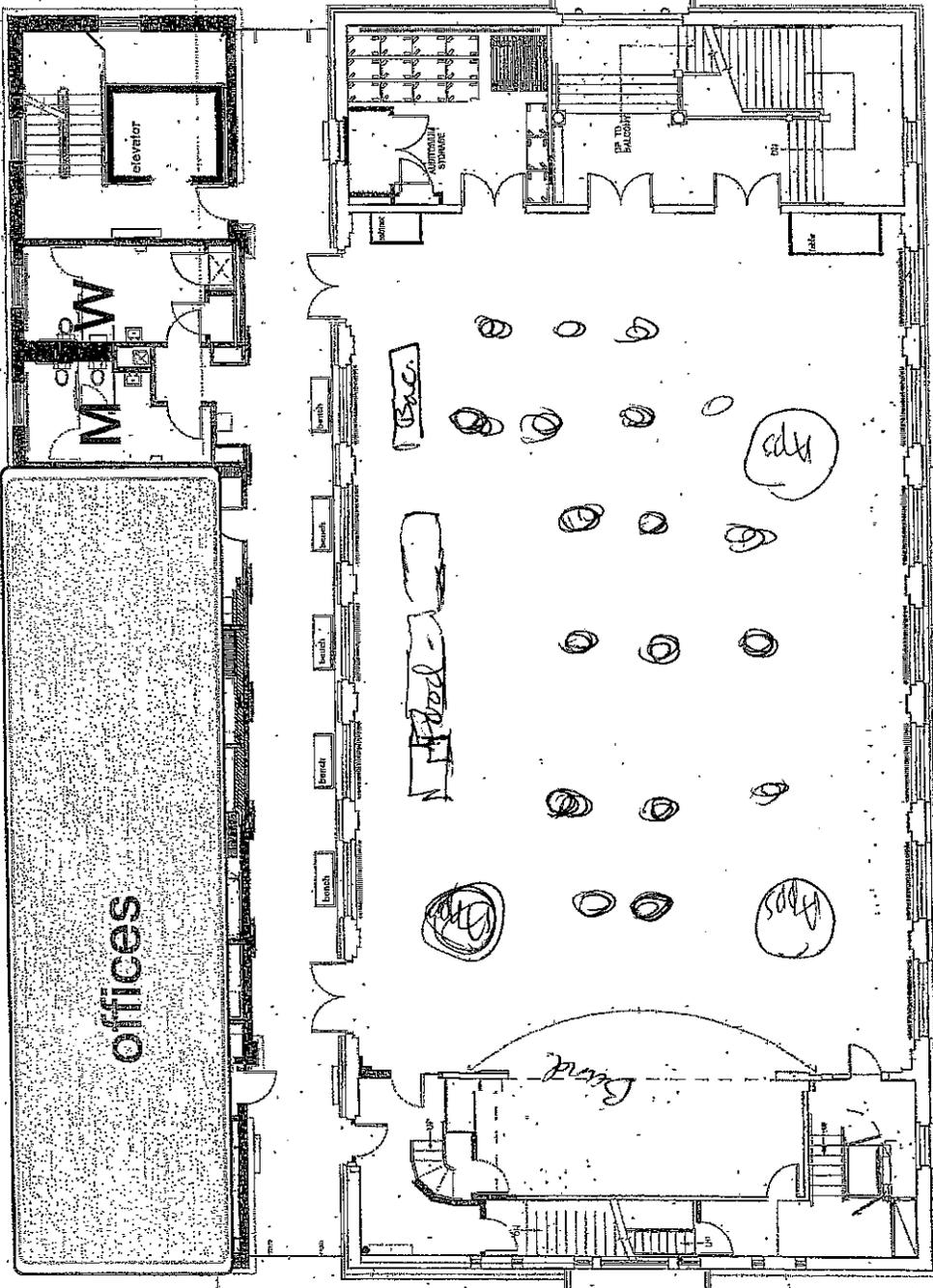
Needham, MA 02492-1329 USA

pd. cash

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

Event Manager Name (Name that will appear on license)	Mark McDonough		
Event Manager Address	173 Fairfield St		
Event Manager Phone Number	781-264-6502		
Organization Representing (if applicable)	Needham Exchange Club		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input checked="" type="checkbox"/> Non-profit	<input type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____		
Name of Event	Oktoberfest		
Date of Event	10/17/15		
License is for Sale of:	<input checked="" type="checkbox"/> Wines & Malt Beverages Only <input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)		
Requested Time for Liquor License	FROM:	TO:	
	7:PM	11:PM	
Are tickets being sold in advance for this event?	<input type="checkbox"/> YES	\$ /per ticket	<input type="checkbox"/> NO
Is there an admission fee for this event?	<input checked="" type="checkbox"/> YES	\$ 50 /per ticket	<input type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input type="checkbox"/> YES		<input checked="" type="checkbox"/> NO
How many people are you expecting at this event?	300		
Name & address of event location. Please attach proof of permission to use this facility.	Powers Hall, 1477 Highland Ave., Needham, MA.		
Who will be serving the alcohol to your guests?	Bartenders - from The Needham Golf Club		
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).	TIPS certifications will be forwarded once received		
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.	Alcohol will be served by Bartenders to guests at the bar.		
<input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))			
Event Manager Signature:	Date:		
<i>Mark McDonough</i>	Sept 28, 2015		

Furniture Available:
 (24) 60"x30" table
 (12) 72"x30" Folding tables
 (8) 96"x30" tables
 350 audience chairs



CHAPEL STREET

HIGHLAND AVENUE

Chairs:
 Hall floor can accommodate 330 chairs with center aisle.

Balcony:
 seats 90 not available for events with alcohol.

Dimensions for hall and stage contained in online regulations.

Drawing scale will only be accurate when printed on 11"x17" paper at 100%.

**James Hugh Powers Hall
 Needham Town Hall**

NEEDHAM TOWN HALL
 Needham, Massachusetts

Scale: 3/32"=1'-0"

Drawing Number:

SKF-2

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

Congratulations!

By successfully completing the TIPS (Training for Intervention ProcedureS) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

Congratulations!

By successfully completing the TIPS (Training for Intervention ProcedureS) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

	eTIPS On Premise 2.0	SSN:	XXX-XX-XXXX
Issued:	2/3/2013	Expires:	2/3/2016
ID#:	3398253	D.O.B.:	XX/XX/XXXX

James E Dentremont
Cocktails
5 Nanset Rd
Weymouth, MA 02191-1511

For service visit us online at www.gettips.com

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

	eTIPS On Premise 2.0	SSN:	XXX-XX-XXXX
Issued:	2/3/2013	Expires:	2/3/2016
ID#:	3398213	D.O.B.:	XX/XX/XXXX

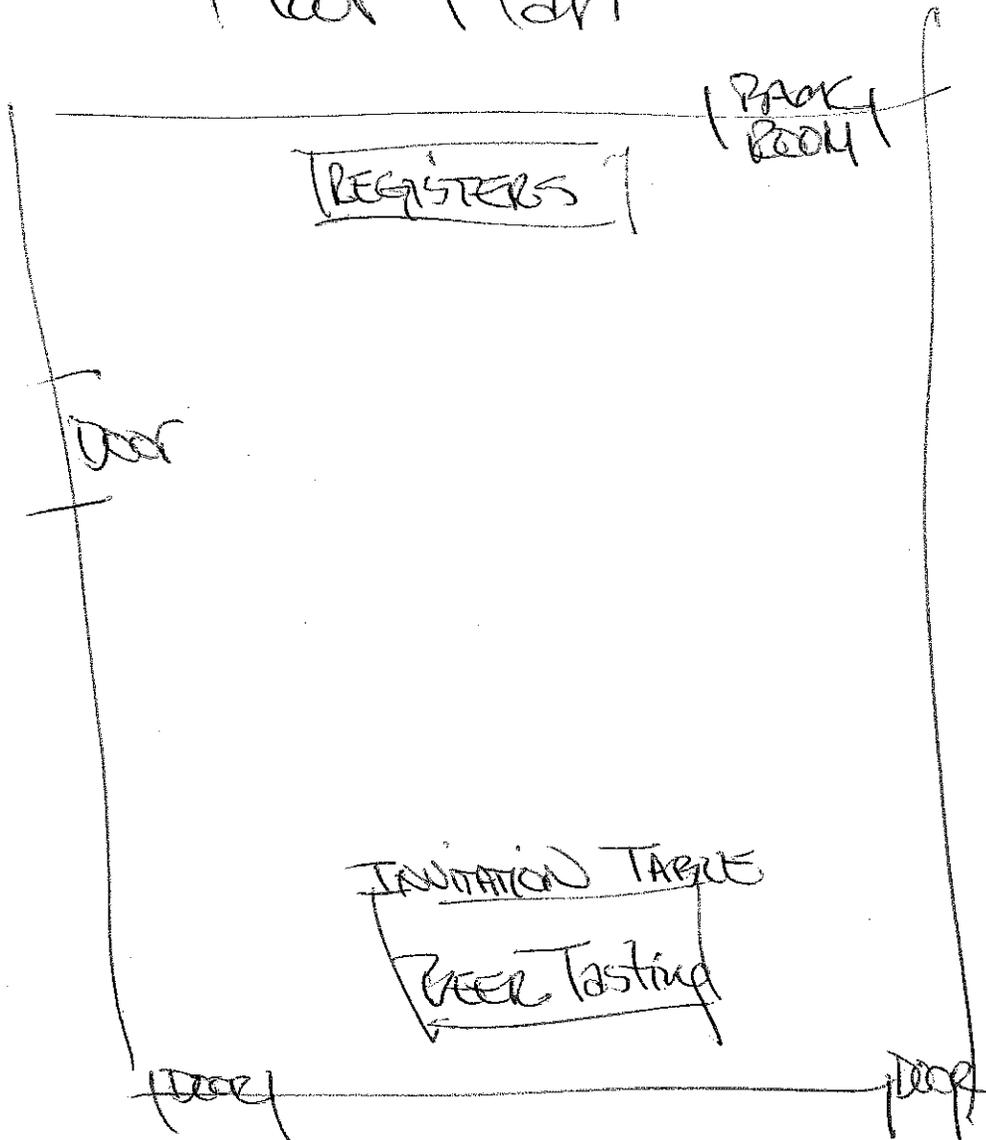
Kathleen F Dentremont
Cocktails
5 Nanset Rd
Weymouth, MA 02191-1511

For service visit us online at www.gettips.com

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

Event Manager Name (Name that will appear on license)	JACK McPOILLAN		
Event Manager Address	1451 HIGHLAND AVE.		
Event Manager Phone Number	781-444-6578		
Organization Representing (if applicable)	TAYLOR'S STATIONERY		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input type="checkbox"/> Non-profit	<input checked="" type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____		
Name of Event	TAYLOR'S OCTOBERFEST		
Date of Event	OCTOBER 21, 2015		
License is for Sale of:	<input checked="" type="checkbox"/> Wines & Malt Beverages Only <input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)		
Requested Time for Liquor License	FROM:	TO:	
	6:15pm	9:15pm	
Are tickets being sold in advance for this event?	<input type="checkbox"/> YES \$	/per ticket	<input checked="" type="checkbox"/> NO
Is there an admission fee for this event?	<input type="checkbox"/> YES \$	/per ticket	<input checked="" type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input type="checkbox"/> YES		<input checked="" type="checkbox"/> NO
How many people are you expecting at this event?	50		
Name & address of event location. Please attach proof of permission to use this facility.			
TAYLOR'S 1451 HIGHLAND AVE, Needham			
Who will be serving the alcohol to your guests?			
DOMINIC GENOVA - Needham Catering Wines			
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).			
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.			
Beer tasting, served in small samples →			
<input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))			
Event Manager Signature:	Date:		
[Signature]		9/20/15	

Floor Plan

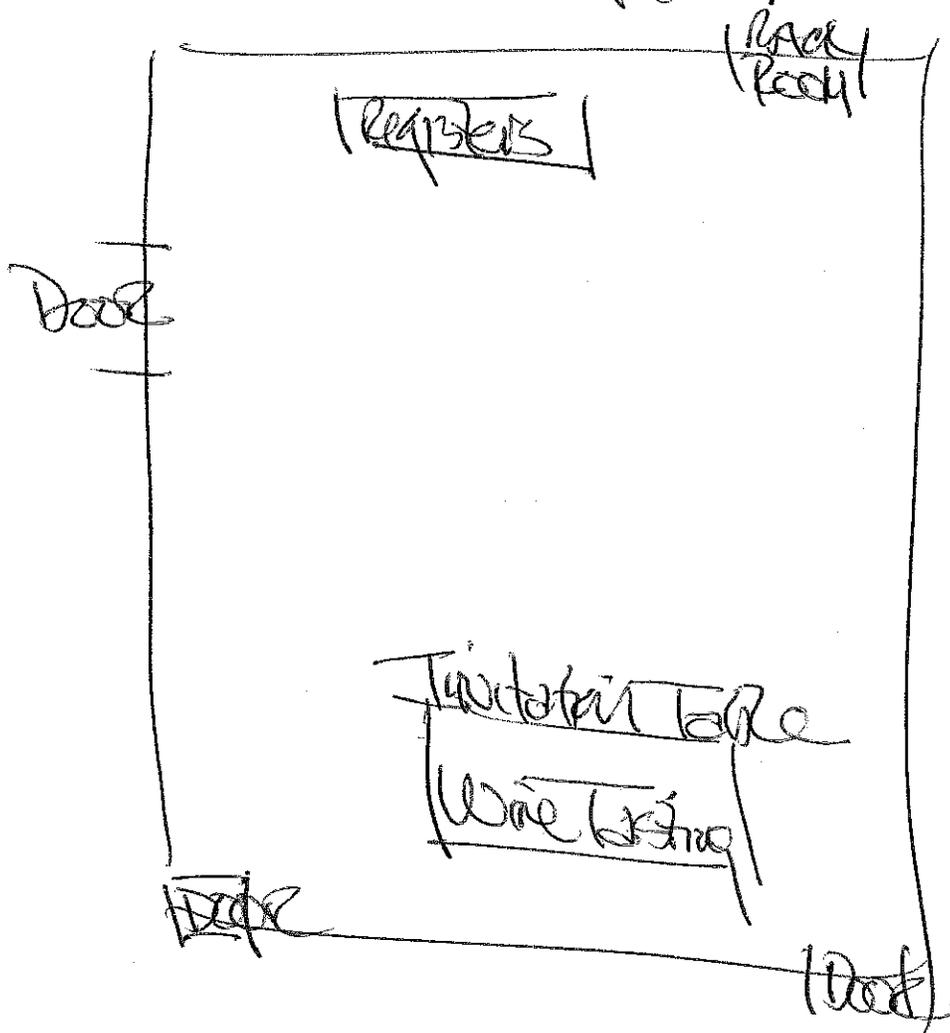


**ONE DAY SPECIAL LICENSE
TOWN OF NEEDHAM BOARD OF SELECTMEN
EVENT INFORMATION SHEET**

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

Event Manager Name (Name that will appear on license)	JACK McQUILLAN		
Event Manager Address	1451 HIGHLAND AVE.		
Event Manager Phone Number	781-444-6578		
Organization Representing (if applicable)	TRURO'S STATIONERY		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input type="checkbox"/> Non-profit	<input checked="" type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____		
Name of Event	TRURO'S HOLIDAYFEST		
Date of Event	December 2, 2015		
License is for Sale of:	<input type="checkbox"/> Wines & Malt Beverages Only <input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)		
Requested Time for Liquor License	FROM:	6:15pm	TO: 9:15pm
Are tickets being sold in advance for this event?	<input type="checkbox"/> YES \$	/per ticket	<input checked="" type="checkbox"/> NO
Is there an admission fee for this event?	<input type="checkbox"/> YES \$	/per ticket	<input checked="" type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
How many people are you expecting at this event?	50		
Name & address of event location. Please attach proof of permission to use this facility.	TRURO'S 1451 HIGHLAND AVE, NEEDHAM		
Who will be serving the alcohol to your guests?	CHRIS LARIOS - NEEDHAM CRAFT FINE WINES		
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).			
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.			
Wine Tasting, served in small samples			
<input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))			
Event Manager Signature:			Date: 1/20/15

Floor Plan



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:	-\$565.22
Water Irrigation:	-\$452.62
Water Admin Fees	\$0.00
Sewer Sales:	-\$3,281.08
Transfer Station Charges:	\$0.00
Total Abatement:	-\$4,298.92

Order #: 1205

Read and Approved:


Assistant Director of Public Works

10/8/2015

Director of Public Works


Director of Public Works

For the Board of Selectmen

Date: 10/13/15

**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	High Rock Homes LLC		33177	25032	23	Summit Road	\$0.00	-\$336.32	-\$2,684.74	-\$3,021.06	EC	N
DB	Shriberg Family Trust		17807	9788	33	Highland Avenue	\$0.00	-\$23.10	-\$56.94	-\$80.04	EC	N
DB	Igo	Kerry A	13717	48	22	Sterling Road	-\$452.62	\$0.00	\$0.00	-\$452.62	ACC	N
JO	Council on Aging (2)						\$0.00	-\$205.80	-\$539.40	-\$745.20	COA	N
Total:										-\$4,298.92		

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