

BOARD OF SELECTMEN

December 6, 2016

Needham Town Hall

Revised Agenda

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

	6:00	Executive Session Exception 6
	6:45	<p>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></p>
1.	7:00	Public Hearing: Eversource Energy- Glendale Road
2.	7:00	Public Hearing Demolition Delay By-Law
3.	7:30	<p>Verizon Small Cell Sites</p> <ul style="list-style-type: none"> • Thomas White, Nexius
4.	7:45	<p>Dennis Condon, Fire Chief</p> <ul style="list-style-type: none"> • ISO Public Protection Classification Program • Clear a Hydrant Program
5.	8:00	<p>Town Manager</p> <ul style="list-style-type: none"> • CPA Project Updates • Accept Sewer Easement • FY2017 Water Billing • Preliminary FY2018 – FY2022 Capital Improvement Plan
6.	8:30	<p>Board Discussion</p> <ul style="list-style-type: none"> • Committee Reports

APPOINTMENTS

1.	Commission on Disabilities	Tatiana Swanson (Term Expires: 6/30/2019)
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CONSENT AGENDA *=Backup attached

1.	<p>Approve for calendar year 2017 requests for license renewals of Restaurant – All Alcoholic Licenses and request for a license addendum to allow for the premises to have designated waiting areas for the service of alcoholic or wine and malt beverages only to those patrons who are waiting to dine (Section 3.1 of Needham Regulations for the Sale of Alcoholic Beverages) for each of the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant • Zucchini Gold, LLC d/b/a The Rice Barn • Bertucci's Restaurant Corporation d/b/a Bertucci's Brick Oven Ristorante • Gibbous Moon, Inc d/b/a The Center Café Needham
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	<ul style="list-style-type: none"> • Mount Blue Two, LLC d/b/a Blue on Highland • New Garden, Inc. d/b/a New Garden Restaurant • Not Your Average Joe's Inc. d/b/a Not Your Average Joe's • Petit Robert Needham, LLC d/b/a Petit Robert Bistro • Fusion Cuisine, Inc. d/b/a Gari • SAI Restaurants, Inc. d/b/a Masala Art • Fu Yuan, Inc. d/b/a Fuji Steak House • Great Plain Hospitality d/b/a RFK Kitchen
2.	<p>Approve for calendar year 2017 requests for license renewals of Restaurant – All Alcoholic Licenses for the following establishments – no waiting area addendum (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Low and Zhang Co. d/b/a Mandarin Cuisine Locus • Rockets Restaurant Group, LLC d/b/a 3 Squares • Eat Farmhouse LLC d/b/a The Farmhouse
3.	<p>Approve for calendar year 2017 requests for license renewals of Restaurant – Wine and Malt Beverage Licenses for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Sol Soul Family Foods LLC d/b/a Hearth Pizzeria • Spiga, LLC d/b/a Spiga
4.	<p>Approve for calendar year 2017 requests for license renewals of Package Stores- All Alcoholic Beverages for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Innovative Distributing Concepts, LLC d/b/a Bin Ends • Lianos Liquors, LLC d/b/a Needham Center Wine & Spirits • Needham Wine & Spirits, LLC d/b/a Needham Wine & Spirits • vinodivino 3, LLC d/b/a vinodivino
5.	<p>Approve for calendar year 2017 requests for license renewals of Package Stores- Wine and Malt Beverages for the following establishment:</p> <ul style="list-style-type: none"> • Volante Farms
6.	<p>Approve for calendar year 2017 request for Innholder – All Alcoholic License Renewal for the following establishments:</p> <ul style="list-style-type: none"> • Colwen Management, Inc. d/b/a Residence Inn • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel
7.	<p>Approve for calendar year 2017 requests for license renewals of Club – All Alcoholic Beverage Licenses for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • The Needham Golf Club • Village Club Building Assoc. Inc. • Lt. Manson Carter Post #2498 V.F.W. of U.S.
8.	<p>Approve for calendar year 2017 requests for license renewals of Common Victualler Licenses for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant • Acorns Bakery & Café, Inc. • Bagels' Best, Inc. d/b/a Bagels' Best Café • Bertucci's Restaurant Corp. d/b/a Bertucci's Brick Oven Ristorante • Beth Israel Deaconess – Glover Café

- Mount Blue Two, LLC d/b/a Blue on Highland
- C & D Management, Inc. d/b/a Brothers Pizza & Restaurant
- Café Fresh Bagel
- 1095, LLC d/b/a Comella's Restaurant
- The Simpson Corp. d/b/a Cutler Lake Café
- Delops, Inc. d/b/a D'Angelo Sandwich Shop
- Your Other Oven, Inc. d/b/a Domino's Pizza
- New Hong Kong IV, Inc. d/b/a Dragon Chef Restaurant
- Chestnut Street Donuts d/b/a Dunkin Donuts
- Fred's Coffee Shop d/b/a Dunkin Donuts
- Highland Avenue Donuts, Inc. d/b/a Dunkin Donuts
- Eat Farmhouse, LLC d/b/a The Farmhouse
- French Press LLC d/b/a French Press Bakery & Café
- Select Group, Inc. d/b/a Fresco Restaurant
- Fu Yuan, Inc. d/b/a Fuji Steak House
- Fusion Cusine d/b/a Gari
- Gibbous Moon, Inc. d/b/a The Center Cafe Needham
- Three Sons, Inc. d/b/a Kosta's Pizza & Seafood
- Low and Zhang Co. d/b/a Mandarin Cuisine Locus
- SAI Restaurants, Inc. d/b/a Masala Art
- McDonald's Restaurant – Needham
- D & L Enterprises, Inc. d/b/a Mighty Subs
- The Needham Golf Club, Inc.
- International Needham House of Pizza d/b/a Needham House of Pizza
- New Garden Inc. d/b/a New Garden Restaurant
- Select Pizza d/b/a Nicholas' Pizza
- Not Your Average Joe's, Inc. d/b/a Not Your Average Joe's
- Rowden, LLC. d/b/a Orange Leaf Frozen Yogurt
- PAN LLC. d/b/a Panella's Market & Deli
- Boston Bread LLC d/b/a Panera
- Petit Robert Needham LLC d/b/a Petit Robert Bistro
- Great Plain Hospitality d/b/a RFK Kitchen
- Colwen Management, Inc. d/b/a Residence Inn
- Zucchini Gold, LLC d/b/a The Rice Barn
- Rockets Restaurant Group, LLC d/b/a 3 Squares
- Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel
- Spiga, LLC
- Stacy's Juice Bar, LLC d/b/a Stacy's Juice Bar
- Starbucks Coffee Company
- Sol Soul Family Foods LLC d/b/a Hearth Pizzeria
- Kamaya, LLC d/b/a Subway
- Yeat Inc. d/b/a Sweet Basil
- BoonyBunz Inc. d/b/a BoonyBunz Bakery
- H & B Pizza, Inc. d/b/a Sweet Tomatoes Pizza
- J & J Pizza, Inc. d/b/a Town House of Pizza
- Treat LLC d/b/a Treat Cupcake Bar
- Treat LLC d/b/a The Dessert Workshop

	<ul style="list-style-type: none"> • Lt. Manson Carter Post 2498 V.F.W. of U.S. • Village Club Building Assoc. Inc. • Volante Farms
9.	<p>Approve for calendar year 2017 requests for various license renewals as detailed below for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Colwen Management, Inc. d/b/a Residence Inn - Innkeeper • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel – Innkeeper • Olin College – Lodging License • Babson College – Lodging License • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel – Sunday Entertainment • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel – Weekday Entertainment • 7-Eleven – Special Permit (24 hr. retail sale of food) • Yeat Inc. d/b/a Sweet Basil – Special Permit (Carry In Beer/Wine) • Rockets Restaurant Group, LLC d/b/a 3 Squares – Weekday Entertainment • SAI Restaurants, Inc. d/b/a Masala Art – Weekday Entertainment • Mount Blue Two, LLC d/b/a Blue on Highland – Weekday Entertainment • Mount Blue Two, LLC d/b/a Blue on Highland – Sunday Entertainment • New Garden Inc. d/b/a New Garden- Weekday Entertainment • Gibbous Moon Inc. d/b/a The Center Cafe Needham – Weekday Entertainment • Zucchini Gold, LLC d/b/a The Rice Barn- Weekday Entertainment • Sol Soul Family Foods LLC. d/b/a Hearth Pizzeria- Weekday Entertainment • Sol Soul Family Foods LLC. d/b/a Hearth Pizzeria- Sunday Entertainment
10.	<p>Approve for calendar year 2017 the following requests for Class I & Class II Used Car Dealer Licenses (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Auto International Ltd.- Class II • Beth L Auto Sales – Class II • Center Automotive – Class II • Copley Motorcars – Class II • R&R Automotive – Class II • Muzi Chevrolet – Class I • Muzi Motors, Inc. – Class I
11.	<p>Accept a \$1,000 donation made to the Needham Public Health Department’s Traveling Meals Program from Darshana and Sandeep Thakore, Needham residents.</p>
12.	<p>Accept the following donations made to the Needham Community Revitalization Trust fund:</p> <ul style="list-style-type: none"> • \$250 from Maryruth Perras • \$250 from Timothy Kickham • \$100 from William Dermody • \$ 25 from Amy Schaffer • \$ 50 from Robert Dermody • \$500 from Jeanne Carey • \$ 50 from Warren Sumner • \$180 from Bruce Weinstein

13.*	Ratify a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club who hosted a Baby Shower event on November 26, 2016 from 1:00 p.m. to 5:00 p.m. The event was held at the Village Club, 83 Morton Street, Needham.
14.*	Approve Open Session minutes from October 19, 2016, October 24, 2016, and November 22, 2016; approve Executive Session minutes from October 18, 2016, and November 22, 2016.
15.*	Ratify a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club who hosted a fundraiser event for Dana Farber on December 3, 2016 from 7:00 p.m. to 11:00 p.m. The event was held at the Village Club, 83 Morton Street, Needham.
16.*	Approve a Road Event request from Nancy Corderman, of Arts for USH to hold its Needham Winter Solstice USH Walk on December 21, 2016 at 6:00 p.m. Walk will start at the Town Common and go down Chestnut Street ending up at the VFW on Junction Street. The route and request has been approved by the Police, Fire, DPW, and Park and Recreation departments.
17.*	Approve and sign application for recertification as Tree City USA for 2017.
18.*	Water and Sewer Abatement Order #1227



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

MEETING DATE: 12/06/2016

Agenda Item	Public Hearing- Eversource Energy: 89 Glendale Road
Presenter(s)	Maureen Carroll, Eversource Representative

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED

Eversource Energy requests permission to install about 39 feet of conduit in Glendale Road. This work is necessary to provide underground electric service to 89 Glendale Road, Needham.

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

2. VOTE REQUIRED BY BOARD OF SELECTMEN

Suggested Motion:

Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install about 39 feet of conduit in Glendale Road. This work is necessary to provide underground electric service to 89 Glendale Road, Needham.

3. BACK UP INFORMATION ATTACHED

(Describe backup below)

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

RECEIVED

2016 NOV 10 PM 2:48

ADMINISTRATION OFFICE
PUBLIC WORKS DEPARTMENT
TOWN OF NEEDHAM

November 9, 2016

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

RE: [#]89 Glendale Road
Needham, MA
W/O #2171056

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install about 39 feet of conduit in Glendale Road.

The reason for this work is to provide new underground electric service to 89 Glendale Road.

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

Very truly yours,



Steven M. Owens, Supervisor
Rights and Permits

SMO/kj
Attachments

OK to proceed
T. Myder, DPW Engr.
11/21/16
OK R. P. Benson,
11/21/16 DPW Director

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

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

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

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated October 31, 2016** and filed herewith, under the following public way or ways of said Town:

Glendale Road – Northerly from pole 211/11 approximately 315 feet west of Clark Road a distance of 39 ± feet of conduit.

(W.O. #2171056)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**



BY _____
Steven M. Owens
Rights & Permits, Supervisor

Dated this 9th day of November

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2016

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

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

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

**Glendale Road – Northerly from pole 211/11 approximately 315 feet west of
Clark Road a distance of 39 ± feet of conduit.**

(W.O. #2171056)

Hearing Required

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

1. Conduits and manholes shall be located as shown on the plan made by **A. Debenedictis, Dated October 31, 2016** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

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

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2016 at _____ in said Town.

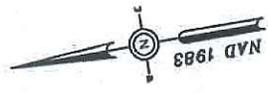
1	_____	
2	_____	Board of Selectmen
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Masssachusetts, duly adopted on the _____ day of _____, 2016 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

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

N:\SHARED-Images\BASELINES\NEE-GLENDALE.dwg



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

211/12

#89

PRO. HH

GLENDALERD

211/11

315' TO CLARK RD.



SCALE IN FEET

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY NOR ITS PARENT, AFFILIATES, OFFICES, DIRECTORS, SUPERVISORS, EMPLOYEES, AGENTS OR CONTRACTORS SHALL BE LIABLE FOR ANY DAMAGES OR LOSSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE USE OF THIS INFORMATION OR THE RELIANCE UPON IT TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, VOLUNTARY AND IN FULL, THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY. IT MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION. OTHER EXPRESSED OR IMPLIED, UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS AUTHORIZED PURPOSES ARE PROHIBITED.

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#

Ward #

Work Order # 2171056

Surveyed by:

Researched by:

Plotted by: MR

Proposed Structures: MR

Approved: A DEBENEDICTIS

P#

NSTAR EVERSOURCE
ZEPHYRUS
DIVISION
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of GLENDALE ROAD

NEEDHAM

Showing PROPOSED CUSTOMER CONDUIT LOCATION

Scale 1"=20'

Date OCT. 31, 2016

SHEET 1 of 1



NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on December 6, 2016** upon petition of Eversource Energy dated **November 9, 2016** to install about 39 feet of conduit in Glendale Road. The work is necessary to provide underground electric service to 89 Glendale Road, Needham.

A public hearing is required and abutters should be notified.

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

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

BOARD OF SELECTMEN

Dated: November 22, 2016

89 GLENDALE ROAD

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	STATE	ZIP	PARCEL ID	PROPERTY ADDRESS
PROCK, ALFRED & PEGGY B., TRS.	134 CLARKE ROAD REALTY TRUST	134 CLARKE RD	NEEDHAM	MA	02492	1991120003600000	134 CLARKE RD
RUSSELL, JAMES A. &	RUSSELL, LORRAINE	51 GLENDALE RD	NEEDHAM	MA	02492	1991120003700000	51 GLENDALE RD
PAGLIA, PAUL F. &	PAGLIA, ROBERTA A.	43 GLENDALE RD	NEEDHAM	MA	02492	1991120003800000	43 GLENDALE RD
GROSSMAN, DAVID &	GROSSMAN, DARA	31 GLENDALE RD	NEEDHAM	MA	02492	1991120003900000	31 GLENDALE RD
MOYNIHAN, JOHN R., TRUSTEE	C/O 89 GLENDALE LLC	209 WEST CENTRAL ST STE 106	NATICK	MA	01760	1991120004000000	89 GLENDALE RD
CANTWELL, SEAN P. &	CANTWELL, BRANDIL.	84 GLENDALE ROAD	NEEDHAM	MA	02492	1991120004100000	84 GLENDALE RD
LEIBERMAN, AARON R. &	LEIBERMAN, KERRY A.	90 GLENDALE RD	NEEDHAM	MA	02492	1991120004300000	90 GLENDALE RD
SOLOMON, ORIEL &	SOLOMON, DIANE	96 GLENDALE RD	NEEDHAM	MA	02492	1991120004500000	96 GLENDALE RD
PERRI, DAVID M. &	MATHERWIEZ-PERRI, WENDY	104 GLENDALE RD	NEEDHAM	MA	02492	1991120004700000	104 GLENDALE RD

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



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

MEETING DATE: 12/6/2016

Agenda Item	Public Hearing on the Demolition Delay By-law
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>The Board of Selectmen will hold a public hearing on a proposal developed in 2015 to extend the demolition delay by-law from six months to twelve months.</p> <p>The Board will invite public comment.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
None	
3.	BACK UP INFORMATION ATTACHED
<p>a) Demolition Delay By-Law Proposed Revision 10/13/2015 b) Public Hearing Notice, Hometown Weekly, 12/1/2016 c) Inventory of Historic Properties in Needham</p>	

**Proposal to Amend the Historic Demolition By-law
October 13, 2015**

SECTION 2.11 HISTORICAL COMMISSION

2.11.1 Commission Members There shall be an Historical Commission of the Town of Needham, consisting of seven (7) members, each of whom shall be a resident of the Town of Needham, appointed by the Board of Selectmen. Initially, three (3) members shall be appointed for the term of three (3) years each, three (3) members shall be appointed for the term of two (2) years each, and one (1) member shall be appointed for a term of one (1) year. Thereafter, as the term for which the members were initially appointed expires, their successors shall be appointed for a term of three (3) years each. In the event of a vacancy occurring in the membership other than by the expiration of the term of a member, a successor shall be appointed to serve for the balance of the unexpired term.

2.11.2 Quorum. At all meetings of the Historical Commission, four (4) members shall constitute a quorum.

2.11.3 Officers. The members of the Historical Commission shall annually, within thirty (30) days after the annual appointments are made by the Board of Selectmen, elect from its membership a chairman, a vice-chairman and a secretary who shall serve during the ensuing year and until the election of their successor. All other meetings of the members shall be held at such designated times and places as the members shall designate.

2.11.4 Powers and Authority of the Historical Commission. The Historical Commission may exercise all the powers, authority and functions authorized by M.G.L. Chapter 40, Section 8D, and may make reasonable rules and regulations to aid in the orderly performance of its powers, authority and functions consistent with said Section 8D and Sub-section 2.11.4.

2.11.5 Demolition of Historical Buildings

2.11.5.1 Purpose. A demolition delay by-law provides a review procedure which results in a delay in the demolition of historically significant buildings. Such a by-law does not sanction or deny a proposed demolition but allows time for consideration of preservation alternatives to destruction. Property owners retain final decision-making authority.

2.11.5.2 Definitions.

Demolition - the act of pulling down, destroying, removing or razing a building or portion of a building or commencing such work with the intent of completing the same.

Historically Significant - property that is listed in the Needham Historical Inventory and is listed or awaiting listing in the National and/or State Registers, this property having been associated with historic person(s) or event(s) or having been designated by the Needham Historical Commission as architecturally significant or unusual.

Preferably preserved - worthy of a delay period to allow consideration of alternatives to demolition.

2.11.5.3 Initial Determination

2.11.5.3.1 When an application for a building demolition permit is filed with the Building Department, the Building Department shall determine if the building is contained in the Needham Historical Commission Inventory.

2.11.5.3.2 If the building is not contained in the inventory, the demolition permit will not be reviewed by the Needham Historical Commission.

2.11.5.3.3 If the building is contained in the inventory, the demolition permit application, if properly completed, will be referred to the Needham Historical Commission for its review. The application need not be accompanied by evidence of workmen's compensation coverage or letters from utility providers that the utilities have been disconnected in order for the application to be referred to the Historical Commission.

2.11.5.4 Procedure For Review

2.11.5.4.1 The Building Department must submit the application within 5 business days to the Historical Commission, and shall not issue the demolition permit until the Needham Historical Commission has returned the application to the Building Department, or upon the failure of the Needham Historical Commission to act in accordance with the time limits set within this Demolition Delay By-Law.

2.11.5.4.2 The Historical Commission must meet to determine whether the building is historically significant. This must be done within 21 days of receipt of the application from the Building Department. The Commission will notify the applicant of the meeting at least seven days in advance of the meeting.

2.11.5.4.3 At this meeting, the owner of the property may make a presentation to the Commission if (s)he chooses.

2.11.5.4.4 If the Commission finds that the building is not historically significant, there will not be a Demolition Plan Review, and the application will be immediately returned to the Building Department.

2.11.5.4.5 If the building is found to be historically significant, there will be a Demolition Plan Review conducted by the Needham Historical Commission.

2.11.5.5 Demolition Plan Review Process

2.11.5.5.1 The applicant must submit 7 copies of a Demolition Plan to the Historical Commission. The Demolition Plan shall contain:

- 1) A map or plan showing the location of the building or structure to be demolished.
- 2) A photograph of the street facade elevation.
- 3) A narrative description of the building or structure, or part thereof, to be demolished.
- 4) The reason for the proposed demolition and data supporting said reason, including (where applicable) data sufficient to establish any economic justification for the demolition.
- 5) A certified list of abutters to said property and other neighbors within 300 feet, whose names are ascertained from the Board of Assessor's most recent tax list.

2.11.5.5.2 Within forty-five days of the receipt of this demolition plan, the Commission shall review the application at a public hearing of the Commission to determine if the structure is preferably preserved. Public notice of such hearing shall be published by the Commission at the expense of the applicant in a local newspaper giving the time, place, and purpose of the hearing once in each of two successive weeks, the first publication not less than fourteen days before the day of said hearing. The Commission shall also mail a copy of said notice to the applicant, to abutters and to all owners of all property within 300 feet of the applicant's property as appearing on the most recent tax list, to the Needham Planning Board and such other persons as the Commission shall deem established to be notified.

2.11.5.5.3 If the building is not determined to be preferably preserved, the application for a permit to demolish will be returned to the Building Department immediately.

2.11.5.5.4 If the building is determined to be preferably preserved, the application for a permit to demolish need not be returned to the Building Department for a period of **126** months from the date on which the Historical Commission files its report with the Town Clerk to prevent demolition.

2.11.5.5.5 If the Commission is satisfied that the applicant/owner has sincerely tried to find alternatives to demolition with no success, the application may be returned to the Building Department before the expiration of the **126**-month period.

2.11.5.5.6 In any event, at the expiration of the **126**-month period the application shall be returned to the Building Department.

2.11.5.6 Failure to Act If the Historical Commission fails to act within the specified time limits, the Building ~~Commissioner~~~~Inspector~~ may issue a demolition permit without return of the application from the Commission.

2.11.5.7 Building Permits No permit for the alteration of an existing structure or the erection of a new structure that involves demolition on the site of an existing historically significant building may be issued prior to the issuance of a demolition permit from the Building Department for such an existing building or any portion thereof.

2.11.5.8 Emergency Demolitions The Building ~~Commissioner~~~~Inspector~~ may issue a demolition permit at any time in the event of imminent and substantial danger to the health or safety of the public due to deteriorating conditions in the historically significant building. The Building ~~Commissioner~~~~Inspector~~ shall inspect the building and document, in writing, the findings and reasons requiring an emergency demolition, a copy of which shall be forwarded immediately to the Historical Commission.

2.11.5.9 Enforcement and Remedies In the event of a demolition of an historically significant building in violation of this by-law, the person or persons responsible for the demolition including, but not limited to, the owners, tenants, developers, or contractors, shall each be subject to a fine of up to \$300 per day for each violation. Each day that the building is not restored to its condition immediately prior to the said demolition, and the demolition permit is not issued, shall be a separate offense, up to a maximum of 183 days.

2.11.5.10 Severability If any section, paragraph or part of this by-law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph and part shall continue in full force and effect.

2.11.5.11 Rules And Regulations Pursuant to M.G.L. Chapter 40, Section 8D and Section 2.11.5.4 above, the Historical Commission shall make rules and regulations to implement this section.

2.11.5.12 Appeals Any person aggrieved by a determination of the Commission may appeal to Superior Court, per M.G.L. 249, Section 4.

wide variety of categories will be offered in the Community Room. Book Shop, located near the circulation desk, individually friendsneedhamlibrary.org, or call (781-455-7559).

Historic buildings demolition by-law meeting scheduled

The Board of Selectmen will hold a public hearing on Tuesday, December 6, at 7:00 p.m. at the Needham Town Hall, 1471 Highland Avenue, to gather input from interested parties regarding the possible expansion of the Demolition Delay By-law for properties contained on the Town's Historic Inventory or the

State and National Register of Historic Places from six (6) months to twelve (12) months.

Section 2.11 of the General By-laws of the Town of Needham sets forth the existing demolition delay procedures and is available on the Town's website at: www.needhamma.gov/Document

Center/Home/View/1859. The properties listed on the Town's Historic Inventory are also available at www.needhamma.gov/Document Center/View/12487. The Board seeks the input of interested parties as it deliberates on the question of whether to recommend the expanded demolition delay By-law to a future Town Meeting.

The Board of Selectmen invites all residents and interested parties to attend and provide input regarding this subject. Written comments may also be submitted to the Board of Selectmen, c/o Needham Town Hall, 1471 Highland Avenue, Needham, MA or by email to selectmen@needhamma.gov.

Home town
Weekly
Dec 1, 2016

Inventory of Historic Properties In Needham

Inventory Number	Address	Historic Name	Date Built
B-26	94 Beaufort Avenue	John Bird House	1755
B-92	14 Bradford Street	George H. Stevens House	1850
B-35	226 Brookside Road	Samuel Woodcock House	1777
B-5	3 Burrill Lane	Robert Fuller House	1707
B-6	46 Burrill Lane	Capt. Robert Fuller House	1735
B-93	366 Cartwright Road	James Cartwright House	1877
B-2	980 Central Avenue	Rev. Jonathan Townsend House	1720
B-7	1196 Central Avenue	Tolman - Gay House	1743
B-10	259 Central Avenue	Silas Alden House	1803
B-14	1086 Central Avenue	George E. Eaton House	1849
B-19	963 Central Avenue	Israel Whitney House	1830
B-20	1147 Central Avenue	Matthias Mills House	1834
B-21	764 Central Avenue	Rufus Mills House	1837
B-34	945 Central Avenue	C. Davis Mills House	1834
B-38	1147 Central Avenue	Upper Falls Schoolhouse	1842
B-42	28-30 Central Avenue	Tyler Pettee House	1834
B-45	1019 Central Avenue	Galen Orr House	1838
B-46	891 Central Avenue	Newell Smith House	1826
B-52	1910 Central Avenue	Cyrus Harmon House	1850
B-71	1038 Central Avenue	Deacon Jonathan Newell House	1839
B-76	1069 Central Avenue	Caroline Cole House	1854
B-78	1001 Central Avenue	Kenrick Mills House	1871
B-79	1177 Central Avenue	Ezra Mills House	1844
D-1	High Rock Street and Central Avenue	High Rock Forest	
D-2	Needham and Newton Upper Falls	Hemlock Gorge Reservation	
D-13	Central Avenue at Great Plain Avenue	Noyes Park	
F-1	Central Avenue at Upper Falls	Cook's Bridge	1844
F-8	Central Avenue at Charles River	Fisher's Bridge	1847
B-94	91-97 Chapel Street	Tilton - Ingols Block	1891
B-28	20 Charles River Street	Lyman Greenwood House	1834
B-48	167 Charles River Street	Spencer Fuller House	1835
B-75	Ridge Hill Reservation, Charles River Street	Morse-Bradley House	1906
D-7	Charles River Street at Pierce's Bridge	Indian Fish Weir	
F-6	Chestnut Street at Charles River	Day's Bridge	1922
B-1	23 Dedham Avenue	First Parish Church	1837
F-5	Dedham Avenue at Charles River	Dedham Avenue Bridge	1910
B-95	143 Fair Oaks Park	George and Ernestine May Swallow H	1894
B-47	91 Fairfield Street	Mann-Blackman House	1738
B-8	20 Farnham Circle	McIntosh-Noyes House	1822
D-16	292 Forest Street	Volante Farms	1917 c.
B-97	24 Gage Street	Edith A. Huxley House	1889
B-96	11 Gage Street	William R. Foster House	1895-1902
B-43	207 Garden Street	Browne-Whitney House	1855
B-4	53 Glendon Road	Kingsbury-Whitaker House	1710/1840
B-98	40 Grant Street	James Henry Powers House	1905
B-101	1700 Great Plain Avenue	Charles McIntosh House	1864

Inventory of Historic Properties In Needham

Inventory Number	Address	Historic Name	Date Built
B-102	1725 Great Plain Avenue	Curtis McIntosh House	1890
B-100	1197 Great Plain Avenue	Timothy Otis Fuller House	1876
B-99	1189 Great Plain Avenue	Peady Mills House	1875 c.
B-3	1453 Great Plain Avenue	Ezra Fuller, Jr. House	1849
B-15	1427 Great Plain Avenue	Daniel Kingsbury, Sr. House	1794
B-18	1092 Great Plain Avenue	Nathan McIntosh House	1829
B-29	1479 Great Plain Avenue	John Mills House	1834
B-30	1795 Great Plain Avenue	Hawes-Newell House	1756
B-31	1191 Great Plain Avenue	Mary Walker House	1756
B-32	706 Great Plain Avenue	James Smith House	1727
B-36	1746 Great Plain Avenue	Gideon McIntosh House	1783
B-40	1475 Great Plain Avenue	Needham Town Hall	1902
B-41	858 Great Plain Avenue	First Baptist Church in Needham	1855
B-50	Great Plain Avenue	Kingsbury Block	1887
B-68	664 Great Plain Avenue	William Pickett House	1855
B-80	1426 Great Plain Avenue	Sarah Rimmele House	1872
B-86	613 Great Plain Avenue	Bowers-Page House	1887
B-87	1321 Great Plain Avenue	McIntosh-Greaves House	1869
B-89	1472 Great Plain Avenue	William Flagg House	1852
B-90	349 Great Plain Avenue	George Hiram Gay House	1875
D-5	Great Plain Avenue and Babson Park Avenue	Town Pound Site	
D-6	Great Plain Avenue (near 1808)	Powder House Ledge	
D-14	49 Green Street	Needham Golf Club	1923
B-103	25 Green Street	George Warren Colburn House	1846
B-106	992 Greendale Avenue	Blackman - Cassidy House	1814
B-105	80 Greendale Avenue	James Beless House	1830
B-104	52 Greendale Avenue	William Lee House	1869
B-27	236 Greendale Avenue	Ebenezer Fuller House	1802
B-51	1157 Greendale Avenue	Lemuel Lyon House	1827
F-4	Greendale Avenue at Charles River	Lyon's Bridge	1877
B-58	430 Grove Street	Dewing-Baker House	1751
D-4	Grove Street and Charles River Street	Baker Estate Site	
B-107	33 High Rock Street	Patterson P. Holmes House	1880
B-33	75 High Rock Street	Townsend-Richards House	1843
B-108	790 Highland Avenue	Horace A. Carter House	1895
B-53	1330 Highland Avenue	Emery Grover Building	1898
B-54	1139 Highland Avenue	Needham Free Public Library	1915
B-57	797 Highland Avenue	Sarah Avery House	1868
D-10	Highland Avenue and Great Plain Avenue	Town Common	
D-11	Highland Avenue at West Street	Avery Square (Heights Common)	
F-2	Highland Avenue at Charles River	Highland Avenue Bridge	1875
D-15	Hillside Ave and Sunnyside Rd	Cricket Field	1860 c.

Inventory of Historic Properties In Needham

Inventory Number	Address	Historic Name	Date Built
B-109	93 Hillside Avenue	Wallace J. Fox House	1869
B-110	56 Howland Street	Frank Jones House	1908 c.
D-12	Kendrick Street and Route 128	Cutler Park	
F-3	Kendrick Street at Charles River	Kendrick's Bridge	1958
B-84	40 Linden Street	Florence B. Stedman House	1892
B-113	67 Maple Street	Herbert Moseley House	1874
B-112	59 Maple Street	Florence L. Stedman House	1887
B-111	50 Maple Street	Clara June Craft House	1870
B-56	28 Maple Street	Rev. Amos Webster House	1855
B-61	60 Maple Street	Emery Grover House	1871
B-72	74 Maple Street	Isaiah Heath House	1873
B-115	44 Mark Lee Road	James H. Whetton House	1898
B-114	32 Mark Lee Road	William Carter House	1903
B-116	28 Mercer Road	Alfred John Mercer House	1870 c.
B-117	301 Nehoiden Street	George W.C. Washburn House	1855 c.
B-9	220 Nehoiden Street	Amos Fuller House	1754
B-13	190 Nehoiden Street	Luther Morse House	1832
B-64	170 Nehoiden Street	Michael McIntosh House	1830
B-66	162 Nehoiden Street	John Fitzgerald House	1873
B-67	195 Nehoiden Street	Isaac Greenwood House	1849
D-3	Nehoiden Street and Central Avenue	Townsend Green	
C-1	Needham Cemetery	Lexington Battle Monument	1851
C-2	Needham Cemetery	Civil War Soldiers Monument	1901
E-1	Nehoiden Street at Parish Road	Needham Cemetery	1711
B-118	51 Norfolk Street	Jemima Sutton House	1908
B-88	62 Noyes Street	Rimmele Cobbler Shop	1877
B-74	50-52 Oak Street (50)	Howland-Moseley House	1862
	50-52 Oak Street (52)		
B-60	20 Oakland Avenue	Louis Holman House	1898
B-83	70 Pickering Street	King-McNamara House	1871
B-69	133 Pine Street	Thomas Barr House	1859
B-119	41 Pleasant Street	George Holt - William Picot House	1884
B-82	90 Prince Street	Thomas C. Eaton House	1876
B-11	3 Rosemary Street	Jonathan Kingsbury House	1779
B-44	270-274 Rosemary Street	Nehoiden-Revere Block	1844
D-9	Rosemary Street at Hillside Avenue	Rosemary Dam	
B-12	1227 South Street	Joseph Hagar House	1827
B-16	178 South Street	Joshua Lewis House	1776
B-17	192 South Street	Andrew Wyeth House	1881
B-59	57 South Street	William Lawton House	1848
B-62	1307 South Street	Ephraim Bacon, Jr. House	1794
D-8	South Street at Charles River	Dam at Charles River Village (Cochrane's Dam)	
F-7	South Street at Charles River	Newell's Bridge	1847
B-49	31 Thorpe Road	Thorpe-Gorse Knitting Mill	1893
B-121	171 Warren Street	Caroline Gay Mills House	1876 c.
B-122	227 Warren Street	Wilbur G. Blades House	1908

Inventory of Historic Properties In Needham

Inventory Number	Address	Historic Name	Date Built
B-123	248 Warren Street	Mary Hodges - Frank Deroo House	1876-1888
B-124	260 Warren Street	Small - Childs House	1876-1888
B-120	94 Warren Street	Nahum H. Holmes House	1894 c.
B-22	253 Webster Street	Willam Eaton House	1822
B-23	284 Webster Street	Thomas Kingsbury House	1821
B-24	444 Webster Street	William Kingsbury House	1831
B-25	686 Webster Street	Lyman Edward Kingsbury House	1852
B-37	751 Webster Street	Nutter-Twigg House	1853
B-55	1087 Webster Street	Charles Martin House	1854
B-91	1055 Webster Street	Job Kingsbury House	1887
B-125	348 West Street	Mills-McLaughlin House	1860
B-39	75 Wilson Lane	Samuel Wilson House	1718
B-126	28 Wyoming Avenue	John Minchen - Frederick Broadley Hc	1864



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

MEETING DATE: 12/6/2016

Agenda Item	Verizon Small Cell Sites
Presenter(s)	Thomas White, Site Acquisition Specialist, Nexius

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	<p>Mr. White, whose firm Nexius has been contracted by Verizon to perform all of the site acquisition, building and zoning in each community where Verizon seeks to install small cell sites, will explain to the Board exactly what small cell sites are, why Verizon is installing them in many communities and share with the board potential site locations in Needham which have already been identified by Verizon.</p> <p>Small cell sites enable wireless communication providers to add coverage and capacity in weak signal areas without building the conventional, full-scale “macro” cell sites. Capacity has become a service issue for providers using macro cell sites alone. Small cell sites help off load some of the macro cell site capacity, thereby improving service. They do not function as stand-alone sites, but work to enhance the macro cell sites. Small cell sites can be mounted onto existing utility poles.</p> <p>Mr. White seeks the Board’s guidance as to the next steps in securing permission to install small cell sites in Needham – most of the advance potential locations appear to be on public property.</p>
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	None
3.	BACK UP INFORMATION ATTACHED
	None



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

MEETING DATE: 12/6/2016

Agenda Item	ISO Public Protection Classification Program
Presenter(s)	Dennis Condon, Fire Chief

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>The Fire Chief will update the Board on the recent evaluation of the Town's structural fire suppression delivery system by ISO (Insurance Services Office, Inc.).</p> <p>The Town was previously classified as a Class III community, and has moved up to a Class II. Depending on the insurance carrier for homeowners, the classification may have a positive impact on property insurance rates. In the past, the ISO rating was a major factor and was used by all insurance companies. Today however, insurance companies use a variety of methods and data to calculate rates. Many still give the ISO rating a lot of weight, while some others use other factors.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
Update Only.	
3.	BACK UP INFORMATION ATTACHED
a. Correspondence from Dominic Santana, Manager, ISO National Processing Center	



RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

1000 Bishops Gate Blvd. Ste 300
Mt. Laurel, NJ 08054-5404

2016 NOV 22 A 9:49

t1.800.444.4554 Opt.2
f1.800.777.3929

cc: BOS
DAVID
RICK

November 21, 2016

Ms. Kate Fitzpatrick, Administrator
Needham
1471 Highland Ave
Needham, Massachusetts, 02192

RE: Needham, Norfolk County, Massachusetts
Public Protection Classification: 02
Effective Date: March 01, 2017

Dear Ms. Kate Fitzpatrick,

We wish to thank you Mr. Chris Seariac and Chief Dennis Condon for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" — formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9."
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B."

- Communities graded with single "9" or "8B" classifications will remain intact.
- Properties over 5 road miles from a recognized fire station would receive a class 10.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

Dominic Santanna

Dominic Santanna

Manager -National Processing Center

cc: Mr. Chris Seariac, Water Superintendent, Needham
Chief Dennis Condon, Chief, Needham Fire Department
Chief Dennis Condon, 911 Central Dispatch Director, Needham Fire Dispatch



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

MEETING DATE: 12/6/2016

Agenda Item	Clear a Hydrant Program
Presenter(s)	Dennis Condon, Fire Chief

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	<p>Chief Condon will explain a new program being offered by the Fire Department – the Clear a Hydrant Program. The Program has been designed to make it easy for residents to register, through the use of the Town’s website, to clear hydrants throughout the Town – location selected by the resident - from snow accumulation this winter. The program encourages residents to clear hydrants by including options to post photos of the cleared hydrants, and through a competition which will award the winner with a ride to school for four students on a fire engine.</p>
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	None
3.	BACK UP INFORMATION ATTACHED
	None



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

MEETING DATE: 12/6/2016

Agenda Item	CPA Application Update
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Town Manager will update the Board on the CPA project applications that have been submitted for consideration in FY2017.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	Update only.
3.	BACK UP INFORMATION ATTACHED
	a. Initial Eligibility Project Applications Forms

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 500 Dedham Avenue, Town Hall
 Needham, MA 02492
www.needhamma.gov/CPC

- 1. Applicant:** Park and Recreation, Town Manager **Submission Date:** 12/1/16
- 2. Applicant's Address, Phone Number and Email:**
- 500 Dedham Avenue
 Needham, MA 02492
- Contact Name:**
 Matthew Toolan, Chairman of Park and Recreation
- 3. Purpose:**
(Please select all that apply)
- Open Space
 Community Housing
 Historic Preservation
 Recreation
- 4. Project Name:** Rosemary Recreation Complex
- 5. Project Location/Address/Ownership (Control):**
- 178 Rosemary Street, Needham, MA 02492
 under control of Park and Recreation Commission
- 6. Amount Requested:** \$ 12,000,000
- 7. Estimated Total Project Cost (If Different):** \$ 15,800,000
- 8. Critical Dates: (If Applicable)**
- Approval of funds in may would allow construction to begin in June 2017, with hopes of opening the new facility in Summer 2018.

- continued -

CPC USE ONLY:
Application # _____
Qualifies: _____
Does not qualify: _____

Project Name: Rosemary Recreation Complex

9. Project Summary: In 100 words or less provide a brief summary of the project:

With PPBC, Park and Recreation has been working with BH+A through the design and permitting stages for the Rosemary Recreation Complex, that would replace the pool with new outdoor aquatic facilities, enhance use of the outdoor site, reconstruct the bathhouse, and improve the parking and site access. From other Town funds, a second floor would be added with a year-round multi-purpose programming space, and offices for the Park and Recreation Department and Health Department. Throughout the design phase, efforts have been made to create energy efficiencies, maintain the natural setting, and meet new federal standards for stormwater management.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

The Town of Needham has hosted public outdoor swimming at the Rosemary site since the 1930's. In the late 1960's, it was determined the lake did not meet water quality standards for swimming, so the pool was built as a temporary measure in 1972 and remained in use through the 2016 season. It has now officially closed. The new design replaces the 20,000 square foot pool with 14,000 square feet within two structures: a lap lane pool with a side area for diving, and a recreation pool with zero depth entry, play features, and long lanes for water walking or swimming. A spray park/splash pad would be added adjacent to the pools, for in-season use, as well as some out of season months, and boating programs on the lake will be re-established. The parking lots will be rebuilt, with porous pavement used in the lower lot.

Note: This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 500 Dedham Avenue, Town Hall
 Needham, MA 02492
www.needhamma.gov/CPC

- | | |
|---|--|
| <p>1. Applicant: Park and Recreation
Town of Needham, DPW</p> | <p>Submission Date:</p> |
| <p>2. Applicant's Address, Phone Number and Email:</p> <p>500 Dedham Avenue
 Needham, MA 02492
 781-455-7550: adelqaizo@needhamma.gov
 Contact Name:
 Anthony DelGaizo, Town Engineer</p> | <p>3. Purpose:
<i>(Please select all that apply)</i></p> <p><input checked="" type="checkbox"/> Open Space
 <input type="checkbox"/> Community Housing
 <input type="checkbox"/> Historic Preservation
 <input type="checkbox"/> Recreation</p> |
| <p>4. Project Name: Rosemary Lake Sediment Removal - Removal Activities</p> | |
| <p>5. Project Location/Address/Ownership (Control):</p> <p>178 Rosemary Street
 Needham, MA 02494
 Town of Needham, owner</p> | |
| <p>6. Amount Requested:</p> | <p>\$ 2.1M</p> |
| <p>7. Estimated Total Project Cost (If Different):</p> | <p>\$ 1.95M</p> |
| <p>8. Critical Dates: (If Applicable)</p> | |

Sediment sampling has been conducted in the lake and permitting activities including filings with the Conservation Commission, MEPA, and DEP. Additional sampling is needed to determine the contaminant levels. Permitting is anticipated to be approved by September 2017.

- continued -

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

Project Name: Rosemary Lake Sediment Removal - Removal Activities

9. Project Summary: In 100 words or less provide a brief summary of the project:

This project will be for the dredging and off-site management of impacted sediment from Rosemary Lake. There is sediment at the bottom of the lake that is impaired due to the accumulation of roadway pollutants from storm runoff water. The lake is suffering from low dissolved oxygen levels, nutrient loading (fertilizers), bacteria, and road contaminants, which are all problematic to the ecosystem of the lake and adjoining brook. This project will consist of removing the impacted sediment (0.5 to 5.5 feet in thickness) from the bottom of Rosemary Lake. Additional contaminants have been found in the sediment subsequent to the initial testing, requiring disposal at an out-of-state landfill facility. It is estimated that up to 30,000 cubic yards of sediment will be dredged.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

The lake is located in the Charles River watershed which has a Total Maximum Daily Load (TMDL) for pathogens and phosphorus. Rosemary Brook, from the outlet of the lake to its confluence with the Charles River, is listed as an impaired water and is a Category 5 water body. Under the recent National Pollution Discharge Elimination System (NPDES) Permit, a program under the clean water act, Needham is required to undertake Best Management Practices (BMPs) to improve existing water quality in impaired waterbodies. Removal of impacted sediments will enhance one of Needham's natural resources by improving the water quality of the Lake, and thus the quality of Rosemary Brook.

Note: *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

Project Name: Cricket Field Renovation

9. Project Summary: In 100 words or less provide a brief summary of the project:

The Cricket field renovation project will help address current needs of refined grading and soil amendments, new irrigation systems and a complete resurfacing of the sports fields playing surface of a blend of proven Bluegrass sod varieties. This work will mimic work performed on other field renovation projects completed throughout Town. Those projects are Walker Gordon, Greene's field, Newman playing fields, Mills field and lastly Pollard field. This project would have to be a summer project because of logistics of taking it off line during the Spring or Fall.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

Cricket field has long been used for active and passive recreation. This land was originally gifted to the Town for this express purpose. In addition to multiple sport playing fields there is also a playground here for younger children and seating areas for quiet relaxation. As was heard from the community during feasibility studies for locations of the new Hillside School, both the neighborhood and community at large aired their sentiments on how important this open land and recreation space mean to the community. This renovation will help protect this field investment for many years to come so that future generations can enjoy this land.

Note: *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 500 Dedham Avenue, Town Hall
 Needham, MA 02492
www.needhamma.gov/CPC

- 1. Applicant:** Needham Public Schools and Needham Board of Selectmen **Submission Date:** 11/15/16
- 2. Applicant's Address, Phone Number and Email:**
- 1330 Highland Avenue
 Needham MA 02492
- Contact Name:**
 Dan Gutekanst & Kate Fitzpatrick
- 3. Purpose:**
(Please select all that apply)
- Open Space
 Community Housing
 Historic Preservation
 Recreation
- 4. Project Name:** Hillside School Walking Trails
- 5. Project Location/Address/Ownership (Control):**
- Central Avenue, site of former Owens' Poultry Farm and lands under License with the Town of Wellesley (a.k.a. Wellesley Water Lands)
- 6. Amount Requested:** \$ 210,000
- 7. Estimated Total Project Cost (If Different):** \$ \$210,000
- 8. Critical Dates: (If Applicable)**
- Survey and all phases of Design/Project Funding Year: FY18 (May 2017 ATM.) Construction: FY 18 through FY19. Completion: FY20 - timed prior to September 2019 opening date of new school.

- continued -

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

Project Name: Hillside School Walking Trails

9. Project Summary: In 100 words or less provide a brief summary of the project:

This is a project to construct a trail walk behind the new Hillside School to be constructed on Central Avenue. All or a portion of this project will be constructed on land owned by the Town of Wellesley, but which has been licensed to the Town of Needham for this purpose. This project, along with another project to design and build a playing field and adjacent walkways on the licensed land, are considered separate, but parallel projects to the Hillside School building project.

The PPBC is working with Parks and Recreation and the Conservation Department to explore opportunities to have some of the walking trails on the Wellesley-owned land constructed by the Student Conservation Association (SCA) (www.thesca.org/) in a project similar to those constructed in recent summers at Ridge Hill. If this is possible, the construction may be able to start as early as the summer of 2017.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

The project is conceived as a component of the overall design of the Hillside School. The Central Avenue site abuts an expansive conservation area to the west toward Wellesley, including woods on the northwest side of the property, all of which offer a scenic, picturesque and attractive school setting. The design intent is to take full advantage of these natural areas for instructional purposes. Students will have opportunities to engage the water's edge and the habitats that exist there for the collection, examination and identification of native plant, animal and insect species. In addition, a nature trail is envisioned winding across a walkway or bridge beyond the former hen house through the hill at the back of the property. The trail will provide an overlook of the wetlands and could serve as an outdoor classroom for the school.

Note: *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 500 Dedham Avenue, Town Hall
 Needham, MA 02492
 www.needhamma.gov/CPC

- | | | |
|-----------|---|---|
| 1. | Applicant: Board of Selectmen, Town Manager
Conservation Commission, Park &
Recreation | Submission Date: December 1, 2016 |
| 2. | Applicant's Address, Phone Number and Email:

Town Hall - 1471 Highland Avenue

Needham, MA 02492

kfitzpatrick@needhamma.gov
Contact Name:
Kate Fitzpatrick | 3. Purpose:
<i>(Please select all that apply)</i>

<input checked="" type="checkbox"/> Open Space
<input type="checkbox"/> Community Housing
<input type="checkbox"/> Historic Preservation
<input checked="" type="checkbox"/> Recreation |
| 4. | Project Name: Needham Accessible Reservoir Trail | |
| 5. | Project Location/Address/Ownership (Control):

470-500 Dedham Avenue
Needham, MA 02492
The land is under the control of the Board of Selectmen. | |
| 6. | Amount Requested: | \$ 860,000 |
| 7. | Estimated Total Project Cost (If Different): | \$ 935,000 |
| 8. | Critical Dates: (If Applicable)

The proponents of the project have a goal of starting construction in the summer of 2017. | |

- continued -

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

Project Name: Needham Accessible Reservoir Trail

9. Project Summary: In 100 words or less provide a brief summary of the project:

This request is for the construction of a fully accessible perimeter trail around the Needham Reservoir. The trail will consist of a combination of wooden boardwalks and stone dust trails and will significantly upgrade an existing trail and provide access to the Reservoir to all members of the community. The trail has been designed in cooperation of Conservation Department and Park and Recreation Department staff, assisted by a professional consultant. The project has successfully been permitted through the Needham Conservation Commission and the Needham Planning Board.

The estimated cost of the project design is based on a cost estimate prepared by the project consultant and is based on recent comparable projects. A portion of the project, related to the closure of abandoned wells, will be paid for by other sources.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

The improved trail will provide a unique resource to the town, by offering access to a safe and stable walking trail as well as fishing access to those of all abilities, including amenities for the sight impaired. By providing a fully accessible trail and fishing access, all members of the community, including those with disabilities, the elderly, and residents of all ages will be able to fully utilize and enjoy the unique beauty and history of the Needham Reservoir.

The improvements to the trail will also serve to preserve the sensitive wetland system that surrounds the reservoir by defining access points and discouraging encroachment into the sensitive portions of the property. The formal closure of the abandoned water wells also accomplishes a necessary action by the town.

Note: *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 500 Dedham Avenue, Town Hall
 Needham, MA 02492
www.needhamma.gov/CPC

- | | |
|--|---|
| <p>1. Applicant: MWRA</p> | <p>Submission Date: 12/1/16</p> |
| <p>2. Applicant's Address, Phone Number and Email:</p> <p><u>Charlestown Navy Yard</u>
 <u>100 First Avenue, Building 39</u>
 <u>Boston, MA 02129</u></p> <p>Contact Name:
 Marianne Connolly (617) 788-1165</p> | <p>3. Purpose:
 <i>(Please select all that apply)</i></p> <p><input type="checkbox"/> Open Space
 <input type="checkbox"/> Community Housing
 <input checked="" type="checkbox"/> Historic Preservation
 <input type="checkbox"/> Recreation</p> |
| <p>4. Project Name: Echo Bridge Railings</p> | |
| <p>5. Project Location/Address/Ownership (Control):</p> <p>Echo Bridge on Sudbury Aqueduct (Needham/Newton)</p> | |
| <p>6. Amount Requested:</p> | <p>\$ 250,000</p> |
| <p>7. Estimated Total Project Cost (If Different):</p> | <p>\$ 1.44 million</p> |
| <p>8. Critical Dates: (If Applicable)</p> | |

- continued -

CPC USE ONLY: Application # _____ Qualifies: _____ Does not qualify: _____

Project Name: Echo Bridge Railings

9. Project Summary: In 100 words or less provide a brief summary of the project:

See attached

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

See attached

Note: *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*



MASSACHUSETTS WATER RESOURCES AUTHORITY

Charlestown Navy Yard
100 First Avenue, Building 39
Boston, MA 02129

Frederick A. Laskey
Executive Director

Telephone: (617) 242-6000
Fax: (617) 788-4899
TTY: (617) 788-4971

December 1, 2016

Ms. Patricia Carey
Director, Parks and Recreation
Community Preservation Act Agent
Needham Town Hall
1471 Highland Avenue
Needham, MA 2459

RE: Community Preservation Act Initial Eligibility Application for
MWRA's Echo Bridge \$1.44 M Railing Reconstruction/Replication Plan

Dear Ms. Carey:

Attached is the Massachusetts Water Resources Authority's (MWRA) Initial Eligibility Application to the Needham Community Preservation Committee (CPC) for their review to determine Initial Project Eligibility as described in the Town of Needham Community Preservation Application Process. As you know, the Massachusetts Water Resources Authority (MWRA) is working with the ad-hoc Echo Bridge Railing Committee in seeking Community Preservation Act funding for a full Reconstruction/Replication for the historic railings at Echo Bridge from both the City of Newton and Needham Community Preservation Committees (CPCs). This CPC application is identical to the one filed November 14, 2016 with the Newton Community Preservation Committee except that the reference on page 2 to the Newton Open Space & Recreation Plan is replaced with a reference to the Needham Open Space & Recreation Plan.

The project described in the attached Initial Eligibility Application calls for a \$1.44 million full reconstruction plan for the historic railings at Echo Bridge. MWRA is seeking \$250,000 from the Town of Needham and \$500,000 from the City of Newton which represents approximately 52% of the total project cost. The Initial Eligibility Application includes a complete project description and letters of support from the Newton Upper Falls Historic District Commission and the Friends of Hemlock Gorge. The Needham Historical Commission reviewed and approved the Reconstruction Plan at their meeting on November 21, 2016 and will be following up with a letter of support as well.

Although the need for railing reconstruction has been discussed since the 2007 feasibility study was completed and is an Action Item in the Needham Open Space and Recreation Plan, only now with the infusion of community support has the MWRA had the opportunity to submit a CPC proposal. While we understand the priority of many projects already in the queue, the pressing need to improve the railings at the lowest possible cost drives the MWRA to respectfully ask the Needham CPC to consider this proposal with the utmost urgency. MWRA

staff will be presenting this proposal to the Newton CPC on Thursday, December 8, 2016 requesting "off-cycle" consideration to meet the Needham CPC's annual schedule.

In the event that MWRA is able to secure funding from both Newton and Needham Community Preservation Committees (CPCs) and other financial resources are identified, it is MWRA's intention to undertake this work in 2017. If you should need additional information or have any questions, please call me at (617) 788-1165.

Sincerely,

A handwritten signature in blue ink that reads "Marianne Connolly". The signature is written in a cursive style.

Marianne Connolly
Senior Program Manager
Environmental Review and Compliance

Attachments

cc: Kate Fitzpatrick, Town Manager, Needham
Brona Simon, MHC
Alice Ingerson, City of Newton
Representative Denise Garlick
Patrice Kish, DCR
Paul Rullo, MWRA
Carmine DeMaria, MWRA
Lee Fisher, Echo Bridge Railing Committee

C:NeedhamCPCSubmittalCover



**Newton & Needham, Massachusetts
Community Preservation Programs
FUNDING REQUEST**

*(For staff use)
date rec'd:*

PRE-PROPOSAL

PROPOSAL

Please submit this completed file directly – do not convert to PDF or other formats, to:

Community Preservation Committee, c/o Park & Recreation Dept., Needham Town Hall,
500 Dedham Ave., Needham, MA 02492 (pcarey@needhamma.gov , 781.455.7550,
www.needhamma.gov/index.aspx?NID=425) AND

Community Preservation Program Manager, Planning & Development Dept., Newton City Hall, 1000
Commonwealth Ave., Newton, MA 02459 (aingerson@newtonma.gov, 617.796.1144, www.newtonma.gov/cpa)

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

Project TITLE	Echo Bridge Historic Railing Reconstruction		
Project LOCATION	Echo Bridge, visible from Ellis Street in Newton, straddles the Charles River. It links the mill village of Newton Upper Falls to Needham (Reservoir Street) and links DCR parkland on both sides of the river (Hemlock Gorge).		
Project CONTACTS	Name & title or organization	Email	Phone Mailing address
Project Manager	Marianne Connolly, Massachusetts Water Resources Authority	marianne.connolly@mwra.com	617-788-1165 100 First Ave Charlestown, MA 02129
Other Contacts	Lee Fisher, Echo Bridge Railing Committee	fishberg@rcn.com	617-527-0614 954 Chestnut Street Newton U Falls, MA 02464
Project FUNDING	A. CPA funds requested: \$500,000 Newton/ \$250,000 Needham	B. Other funds to be used: \$690,000 (State, MWRA, Donations)	C. Total project cost (A+B): \$1,440,000 estimate
Project SUMMARY	<p>Explain how the project will use the requested CPA funds. You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW. Use a cover letter for general information about the sponsoring organization's accomplishments. Word count for pre-proposal: 100.</p> <p>Echo Bridge was built in 1876 to carry the Sudbury Aqueduct over the Charles River at Hemlock Gorge. Its top surface was designed as a pedestrian promenade with decorative cast iron railings on both sides. Over the course of 140 years these railings have severely deteriorated, exacerbated by poorly-executed repairs made decades ago. A temporary chain link fence was installed in 2008 for safety reasons.</p> <p>A feasibility study of the railings was conducted in 2007 by McGinley Kalsow & Associates of Somerville. It described the conditions existing at that time and listed various material and method options for railing reconstruction. The MWRA, in collaboration with interested parties in Newton and Needham, has selected full in-kind replication of the railing posts and "BWW" rosettes with new ductile cast iron parts and reconstruction of the rails running between posts using color galvanized steel piping. A safety screen of 2"x2" steel mesh will be secured between the railing posts to meet current code requirements, as shown in the photo to the right. More details are available in the attached Reconstruction Plan.</p> <p>The MWRA, as funding recipient, will provide the engineering, contracting, and project management expertise to conduct the reconstruction project. Ongoing maintenance of the railings will be performed with funds from MWRA's maintenance budget. Future changes to the railings, if needed, will continue to require review and approval from the Newton Upper Falls Historic District Commission and the Massachusetts Historical Commission.</p>		



You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

Project TITLE	Echo Bridge Historic Railing Reconstruction		
USE of CPA FUNDS	HISTORIC RESOURCES		
Reconstruct/rehabilitate	This project would use a combination of the "reconstruction" (for the cast iron railing) and "rehabilitation" (for additional screening to meet current safety codes) treatments in the <i>Secretary of the Interior's Standards</i> .		
COMMUNITY NEEDS	Demonstrate how this project meets previously identified community needs by providing: for Newton, a brief quote from each of at least 2 plans linked to the Guidelines & Forms page of www.newtonma.gov/cpa (with plan title, year, and page number); for Needham, equivalent quotes from the "Factors for Consideration" in the Community Preservation Plan , at http://ma-needham.civicplus.com/index.aspx?NID=440		
<p>Echo Bridge is an iconic structure of local, metropolitan, and national significance. It is visited in all seasons by hikers, commuters, cyclists, friends & families, artists, nature lovers. Reconstruction of the historic railings will enhance the experience of those who visit and demonstrate a public/private commitment to preservation of historic landscapes.</p> <p>1. Newton Comprehensive Plan (2007): www.newtonma.gov/civicax/filebank/documents/30752 p78 (p4-10) "About twelve or more Village Centers in Newton are intended to be strongly pedestrian-oriented areas, including those listed below." Echo Bridge is listed, in addition to the village of Upper Falls, and the closing of Cooks Bridge in mid-2016 has underscored the key value of Echo Bridge to pedestrians and cyclists who depend upon it daily. The pedestrian experience over this Bridge will be greatly enhanced by reconstruction of the historic railings.</p> <p>2. Newton's Heritage Landscapes (March, 2010): www.newtonma.gov/civicax/filebank/documents/30750 Cover page showcases Echo Bridge as a Heritage Landscape. p8 (p5) "Along the riverfront, where recreation would eventually replace industry, the Metropolitan Park Commission created the Hemlock Gorge reservation with Echo Bridge as its focal point." p13 (p10) Charles River Corridor – "Today the bridge has a pedestrian trail on top linking Newton and Needham." p50 (p47) Heritage Landscapes Identified By Community: Echo Bridge "Current discussion re replacement railing."</p> <p>3. Needham Open Space and Recreation Plan (2007): www.needhamma.gov/DocumentCenter/View/13868 p3 (p9-3) Objective I-D. Preserve Unique Features: "Work with City of Newton, MWRA, state agencies and private organizations to rehabilitate Echo Bridge... Funding: CPA" (Note: eastern terminus of Needham Aqueduct Trail)</p> <p>4. Town of Needham Community Preservation Plan (3/14): www.needhamma.gov/DocumentCenter/View/9621 p18 (p18) "A. Historic Preservation Resources and Needs - The 19 listed properties in Town are: Echo Bridge"</p>			
COMMUNITY CONTACTS	List at least 3 residents or organizations from Needham, and 3 from Newton, willing and able to comment on the project and its manager's qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor.		
	Name & title or organization	Email	Phone
			Mailing address
	Jack Cogswell, Needham Historical Society, Trustee	j.cogswell@verizon.net	781-444-0852
	Jeff Heller, Needham Resident	jd heller@mindspring.com	781-888-2014
	Fred Moder, Needham Resident	fmoder@verizon.net	781-444-5061
	Brian Yates, Newton City Councilor & President of Friends of Hemlock Gorge	byates@newtonma.gov	617-244-2601
	Jack Neville, President, Newton Upper Falls CDC	jjneville@comcast.net	617-332-3757
	Ruth Balsler, State Representative (Newton)	ruth.balsler@mahouse.gov	617-722-2396
			865 Central Ave., Apt 0-506 Needham, MA 02492
			1092 Central Ave. Needham, MA 02492
			42 Mayflower Road Needham, MA 02492
			1094 Chestnut Street Newton U Falls, MA 02464
			68 High Street Newton, MA 02464
			Room 136, State House Boston, MA

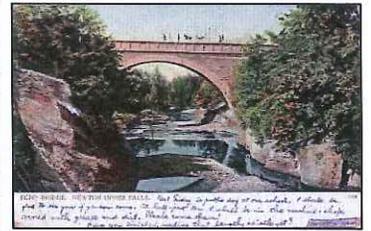
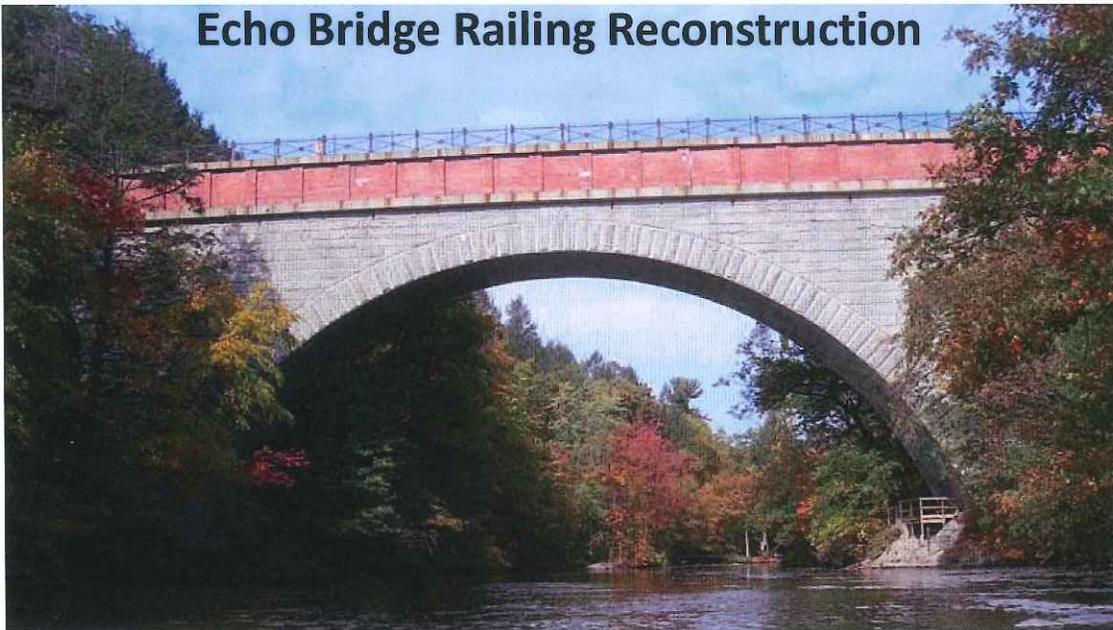
You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

Full proposals must include separate, detailed budgets in addition to this page.

Project TITLE		Echo Bridge Historic Railing Reconstruction	
SUMMARY CAPITAL/DEVELOPMENT BUDGET			
Uses of Funds			
Design, permitting, bidding, project management, resident inspection, (performed by MWRA staff)		\$240,000	
Direct Construction Costs (from 2007 study, uplifted to 2016 dollars)		\$920,000	
25% Contingency		\$230,000	
Bond		\$50,000	
D. TOTAL USES (should equal C. on page 1 and E. below)		\$1,440,000	
Sources of Funds		Status (requested, expected, confirmed)	
CPA funding – Newton*		Request Underway	\$500,000
CPA funding – Needham*		Request Underway	\$250,000
MWRA (250,000 Bond appropriation and \$240,000 in-house services)		Committed	\$490,000
Foundations & Agencies (incl. state Dept. of Conservation & Recreation, Massachusetts Historical Commission, etc.)		To be requested	\$50,000
Community & Individual Donations		Partial commitment	\$150,000
*NOTE: 2/3 of Echo Bridge is in Newton (320 feet) and 1/3 is in Needham (185 feet) including landings – See attached maps.			
E. TOTAL SOURCES (should equal C. on page 1 and D. above)		\$1,440,000	
SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)			
Uses of Funds			
Periodic inspection/maintenance		\$5,000	
F. TOTAL ANNUAL COST (should equal G. below)		\$5,000	
Sources of Funds			
MWRA Operating Budget		\$5,000	
G. TOTAL ANNUAL FUNDING (should equal F. above)		\$5,000	
Project TIMELINE	Phase or Task	Est. Cost.	Season & Year
	Design, permitting, bidding, project management , resident inspection (10 months)	\$228,000	June 2017 – March 2018
	Construction Engineering Services during construction and Project Management	\$1,212,000	March 2019 – November 2018
	TOTAL	\$1,440,000	

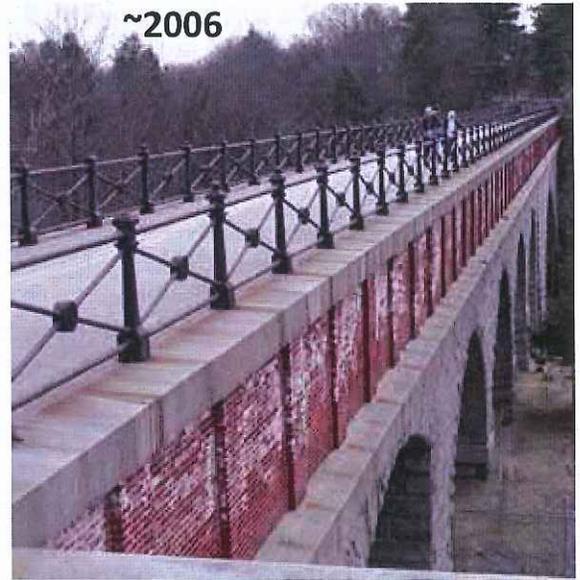
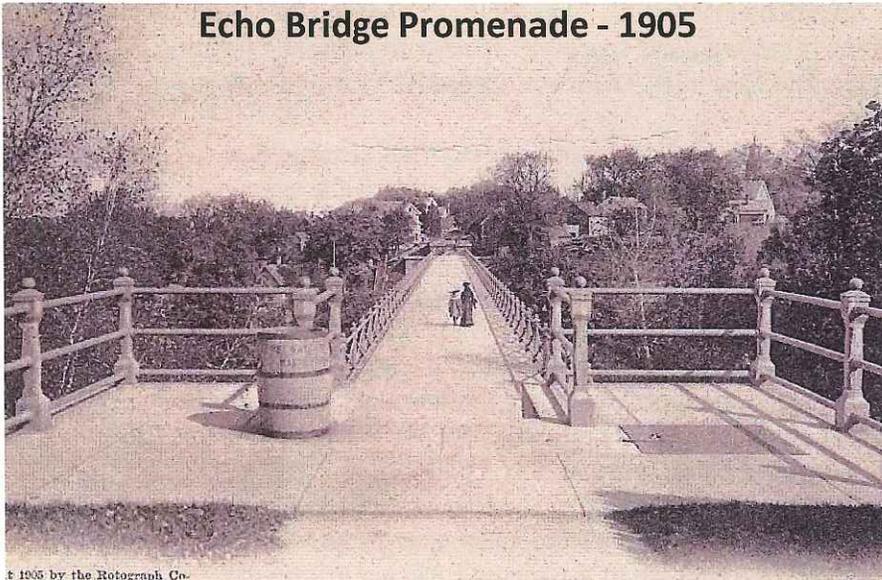
Project TITLE		Echo Bridge Historic Railing Reconstruction	
Check off submitted attachments here. ↓		Attachments in red below are required for a pre-proposal. All other attachments are required only for a full proposal.	
REQUIRED.	X	PHOTOS	of existing site conditions (2-3 photos may be enough for the pre-proposal)
	X	MAPS	USGS topographical map showing regional location of project; assessors map showing location of the project (in relation to nearest major roads)
REQUIRED for full proposal.		NEEDHAM COMMUNITY PRESERVATION PLAN	current listing/ranking & risk factors for this project
For pre-proposal, just use page 3 of form. For full proposal a separate, detailed budget attachment is REQUIRED.	PROJECT FINANCES printed and as computer spreadsheets, with both uses & sources of funds		
	development pro forma/capital budget: include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)		
	operating/maintenance budget, projected separately for each of the next 10 years (CPA funds may not be used for operations or maintenance)		
	non-CPA funding: commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions		
		purchasing of goods & services: briefly summarize sponsor's understanding of applicable state statutes and City policies	
Recommended for pre-proposal. REQUIRED for full proposal.	X	HISTORIC SIGNIFICANCE	See separate instructions for 3 attachments required by Newton, analyzing historic significance and showing how project meets national preservation standards. Full proposal should include the National/State Register listing, in electronic form (omit from required printed copies).
REQUIRED for full proposal.	SPONSOR FINANCES & QUALIFICATIONS, INSTITUTIONAL SUPPORT		
	MWRA most recent annual operating budget (revenue & expenses) & financial statement (assets & liabilities); include both public and private resources ("friends" organizations, fundraising, etc.)		
	for project team & manager: relevant training & track record of managing similar projects		
	SITE CONTROL, PROJECT MANAGEMENT, RESTRICTION		
	X	COVER LETTER	from MWRA confirming commitment of staff time for project management and agreeing to any permanent deed restriction required by Newton & Needham CPCs as a condition of funding; if such a restriction will be held by the Massachusetts Historical Commission, please include a letter from MHC agreeing to hold the restriction.
	ZONING & PERMITTING		
	short email confirming review by Newton's Development Review Team (DRT)		
	brief property history: at least the last 30 years of ownership & use		
	environmental mitigation plans: incl. lead paint, asbestos, underground tanks		
	zoning relief and permits required: incl. parking waivers, demolition or building permits, comprehensive permit or special permit		
	other approvals required: Conservation Commissions, Historical Commissions, Massachusetts Architectural Access Board, etc.		
	DESIGN & CONSTRUCTION		
	professional design & cost estimates: include site plans & elevations		
materials & finishes; highlight "green" or sustainable features & materials			
OPTIONAL.	X	LETTERS or PETITIONS of SUPPORT	Friends of Hemlock Gorge, Newton Upper Falls Historic District Commission (12/1/16)

Echo Bridge Railing Reconstruction



Built in 1876, this national landmark is a metropolitan destination, as reflected in the postcards to the right. The historic railing design is integral to the landscape.

Echo Bridge Promenade - 1905



Current Railing Conditions:

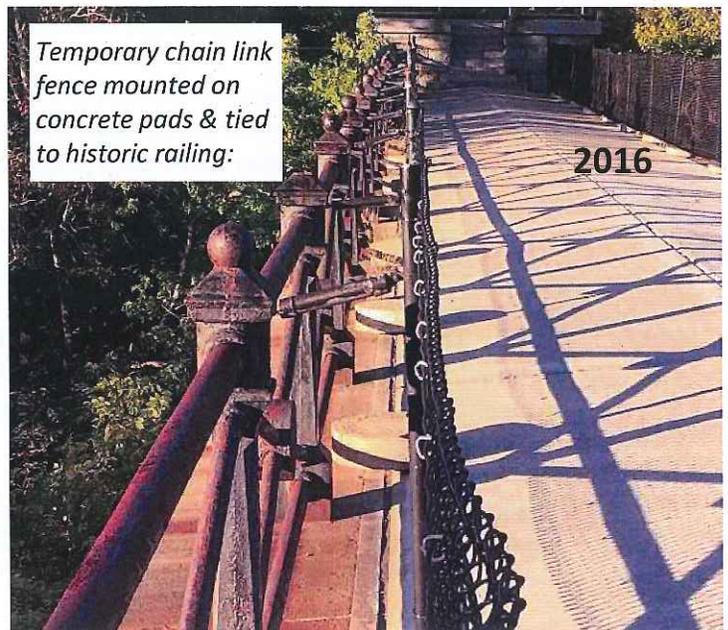
Spalling cast iron at post base:



Inappropriate repairs & eroded paint:



Temporary chain link fence mounted on concrete pads & tied to historic railing:



Echo Bridge Historic Railing Reconstruction

Attachment 1 – Analysis of Historical Significance

Echo Bridge, constructed in 1876-1877 by the Boston Water Board, “possesses integrity of location, design, setting, materials and workmanship and important associations with the development of a major water system to serve Boston’s growing population in the late nineteenth century.”¹ Developments like Back Bay and Fenway depended on such water for their growth.

It is 475 feet in length and consists of seven arches, five of 37’ span and one of 38’ over Ellis Street in the mill village of Newton Upper Falls. The seventh and largest arch is 130’ in length, “described by F.H. Barrett, a Boston Water Works engineer, as the second longest masonry arch on this continent and one of the largest stone arches in the world.”¹ Plans stated: “The bridge is to be built in a most substantial manner of granite and brick work. The piers, arches and abutments up to the level of the conduit will be of granite, and above this there will be a handsome face-brick parapet, formed by pilasters into panels, and capped with a heavy granite coping, the whole surmounted by an ornamental railing.”² These railings atop the bridge are made of cast iron and consist of decorative railing posts spaced 8’ apart with pipe rails forming the top rail, bottom rail and crossing intermediate rails. There are decorative cast iron rosettes halfway between each post.

As eloquently stated in its National Registry Nomination Form, “Echo Bridge is a graceful and handsomely constructed bridge of granite and brick which adds to the rugged beauty of Hemlock Gorge. Its purpose was only to carry an aqueduct across the river, but its design was carefully conceived to contribute to its magnificent site rather than to detract from it.”¹

The Gorge was one of the first of five parks acquired by the Metropolitan Park Commission in 1893 for recreation purposes and as such was part of the conservation movement which helped to shape metropolitan Boston. The Gorge was praised by Charles Eliot: “At the Upper Falls of Charles River the stream flows darkly between rocky and broken banks, from which hang ranks upon ranks of graceful Hemlocks.”³ Echo Bridge and the Gorge have served as a tourist destination for 140 years, as evidenced by old postcards and daily visits today.

The top of the bridge serves as a Promenade connecting the City of Newton and the Town of Needham and unites DCR parklands on both sides of the river. For some people in eastern Needham it has long offered the shortest pedestrian path to Boston and Albany Railroad’s Highland Branch trains into Boston (now MBTA’s D line).

Public Recognition:

According to Massachusetts Historical Commission records, Echo Bridge holds the following *National Register of Historic Places* designations (#80000638):

<i>National Register Individual property (NRIND)</i>	04/09/1980
<i>National Register District (NRDIS)</i>	09/04/1986 & 01/18/1990
<i>National Register Multiple Resource Area (NRMRA)</i>	09/04/1986
<i>National Register Thematic Resource Area (NRTRA)</i>	01/18/1990

The bridge is showcased in Newton’s Heritage Landscapes report (3/2010) and a painting of it resides in Room 205 at Newton City Hall. Numerous local businesses are named after the bridge. It has been an iconic structure nestled in the midst of our communities for 140 years.

¹ National Register of Historic Places Nomination Form, Candice Jenkins, MHC, 9/11/1978

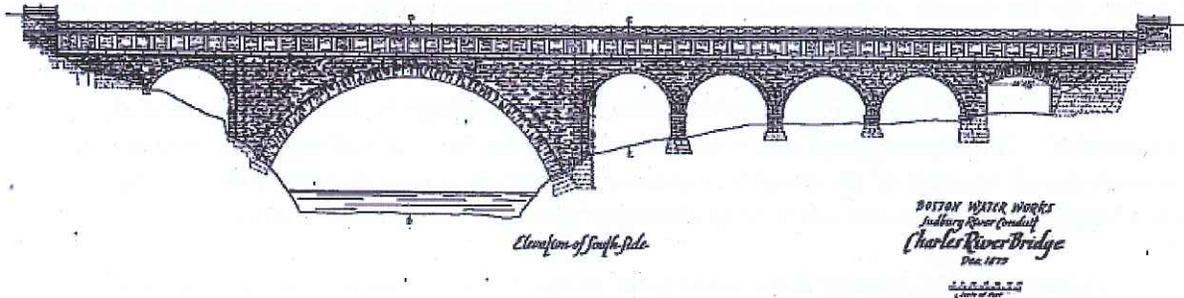
² Report of the Joint Board upon the Improvement of Charles River, MPC & State Board of Health, Boston 1896

³ Charles Eliot, Landscape Architect, Houghton Mifflin & Co., Boston 1902, page 316

Echo Bridge Historic Railing Reconstruction

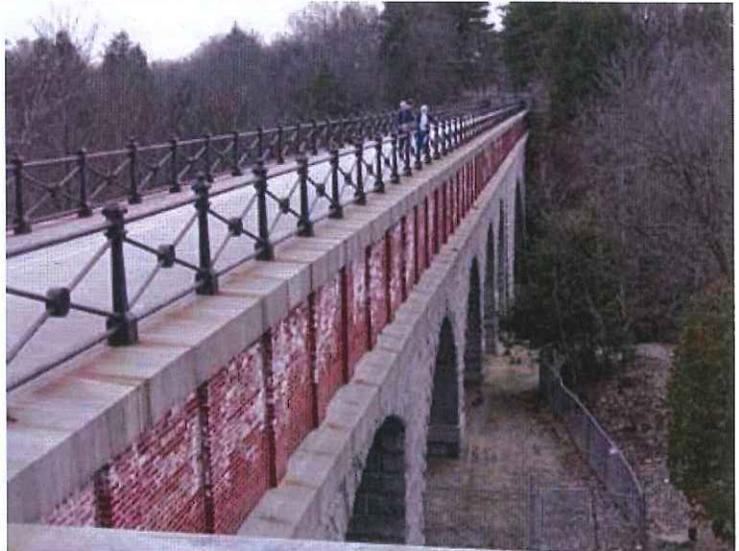
Attachment 2 – Description of Historically Significant Features

Named the Charles River Bridge when built, it soon earned the name Echo Bridge from the echo which can be heard reverberating over a dozen times when standing beneath its main arch by the river's edge. Constructed of granite blocks chiseled ruggedly to complement the pudding stone outcroppings in Hemlock Gorge, the bridge delivers a sense of authenticity to both its function and its graceful form.

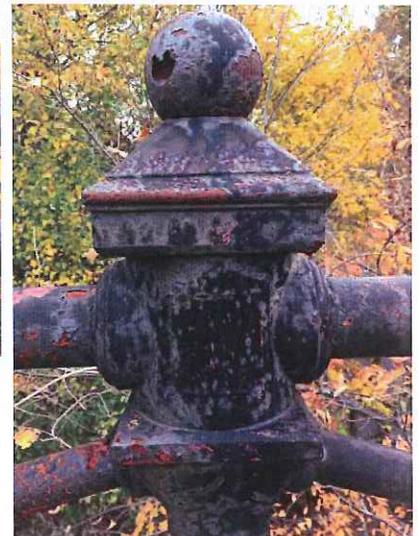


The historic railing design (pictured to the right before it became obscured by interior fencing) creates an ingeniously simple but substantial railing along both sides of the Promenade.

120 cast posts are secured to the granite copingstones with a threaded rod that extends from the granite to a cast iron ball cap at the top of the post. Round iron rails then slip into holes in the posts designed to receive them, and rosettes in the middle of the X design enable one rail to be continuous while the opposing two terminate in the rosette, emblazoned with BW (Boston Water Works).



As stated in its National Register nomination form, Echo Bridge “possesses integrity of location, design, setting, materials and workmanship...” The historic railings are integral to the beauty of the site and, to their advocates, are no more optional to the experience of walking across the bridge than are the cupolas to the experience of visiting City/Town Hall.



Echo Bridge Historic Railing Reconstruction

Attachment 3 – Summary & Justification of Proposed Treatment

A detailed discussion of the proposed treatment exists in our six page *Echo Bridge Railing Reconstruction Plan* dated November 14, 2016 and attached to the CPC Pre-Proposal. Unlike speculative reconstruction, the original railing remains in place so we can select the best preserved posts and rosettes to create forms accurately replicating the historic details shown in Attachment 2 in modern ductile cast iron castings. This in-kind treatment reconstructs the historic railings for the benefit of generations to come. The information below is excerpted from our Plan as a summary and justification of our choice of reconstruction.

In 2007 MWRA funded an extensive study of the railings by McGinley Kalsow & Associates¹. The Report found that more than 50% of the historic railing posts were severely damaged and, because of the grout that was added and the severe rusting of the railings, half of the visually sound posts are likely to be damaged during a dismantling process.

Given that the railings have undergone so much deterioration, it is the conclusion of the MWRA and the Echo Bridge Railing Committee that based on the Secretary of Interior's Guidelines for historic properties², preserving, rehabilitating and/or restoring the railings is not feasible or recommended from cost and structural perspectives. Rather, the Committee's chosen solution for the railings at Echo Bridge is to accurately reconstruct the railing with new materials that replicate the historic design and have an expected useful life of up to 150 years.³

The 2007 Study offered a more expensive alternative of salvaging an estimated 25% of the posts. The Committee rejected this preservation option for the following reasons:

- 1. The additional decade of deterioration suggests that even fewer will be salvageable,*
- 2. The non-uniform wall thickness of the old posts means "a marked reduction in their ability to adequately resist the forces of corrosion and ice jacking" than new ductile castings. (ref p22of the 2007 Study),*
- 3. The labor of sandblasting the interior and exterior of each old post, repairing minor cracks with welding, examining each post by an architectural conservator, and applying load testing acceptable to the structural engineer (See p14 of Study) adds approximately \$200,000 more to the total project cost, whose funding is already far from assured, and*
- 4. Mixing 140 year old posts with new posts reduces the expected life of the railing system, and the way it is constructed makes it impossible to swap one post for another without major disassembly. With CPA funding influenced by the long term viability of the project, such a mix would undermine any CPA proposals.*

For a more detailed discussion of this topic see the *Echo Bridge Railing Reconstruction Plan*

¹ "Echo Bridge Safety Improvement Program" McGinley Kalsow & Associates, September 2007.

² 36 CFR Part 68 in the July 12, 1995 Federal Register (Volume 60, No.133) The Secretary of Interior's Standards for the Treatment of Historic Properties.

³ "Echo Bridge Safety Improvement Program", Materials Comparison Table, page 29, McGinley Kalsow & Associates, September 2007.

RAILINGS AT ECHO BRIDGE

(approximately 505 ft.)



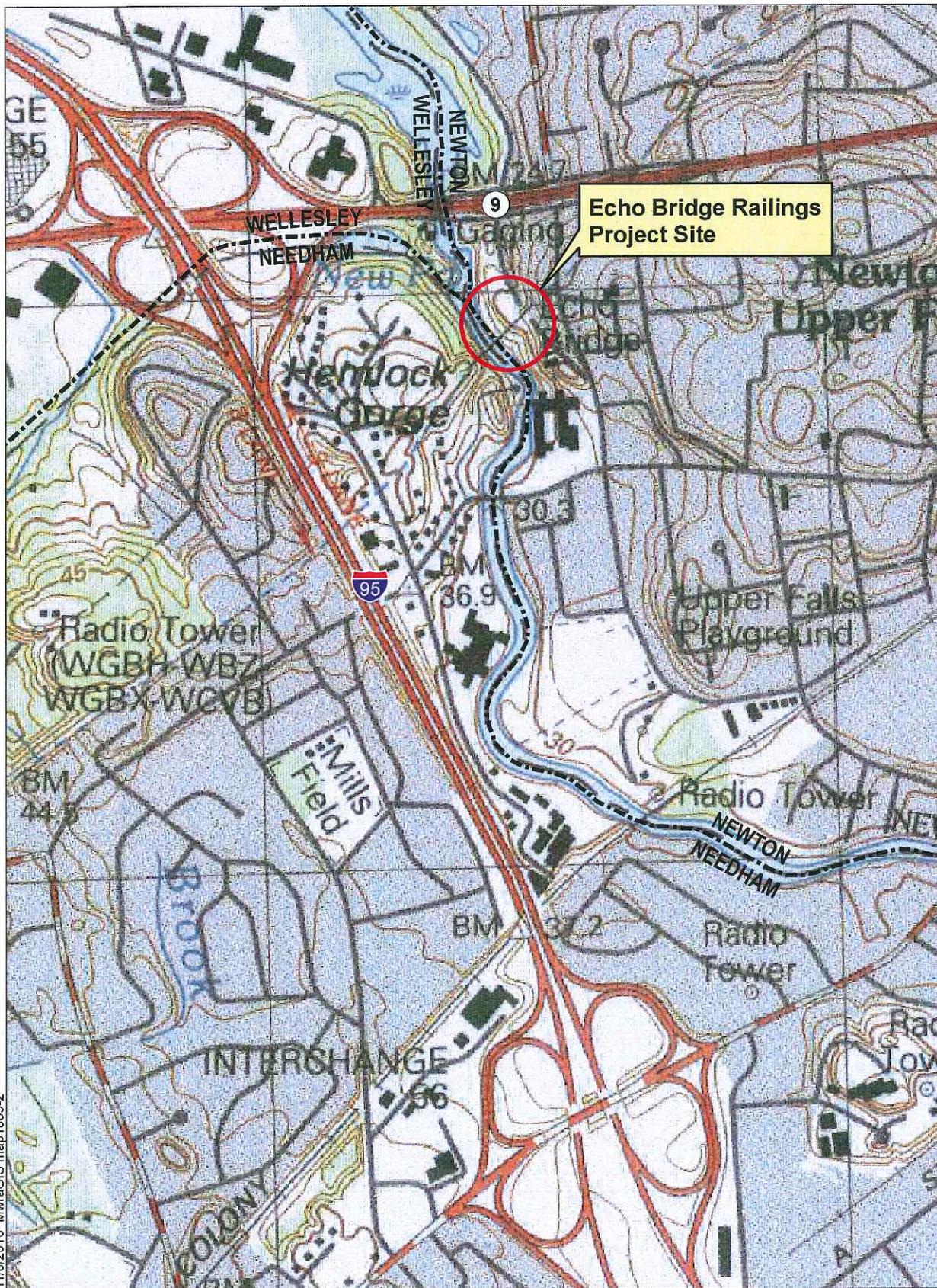
11/8/2016 MwwraGIS map1869-1

1 inch = 200 feet
0 100 200 400 Feet

--- Municipal Lines

MWRA Owned Land
Assessors Boundary

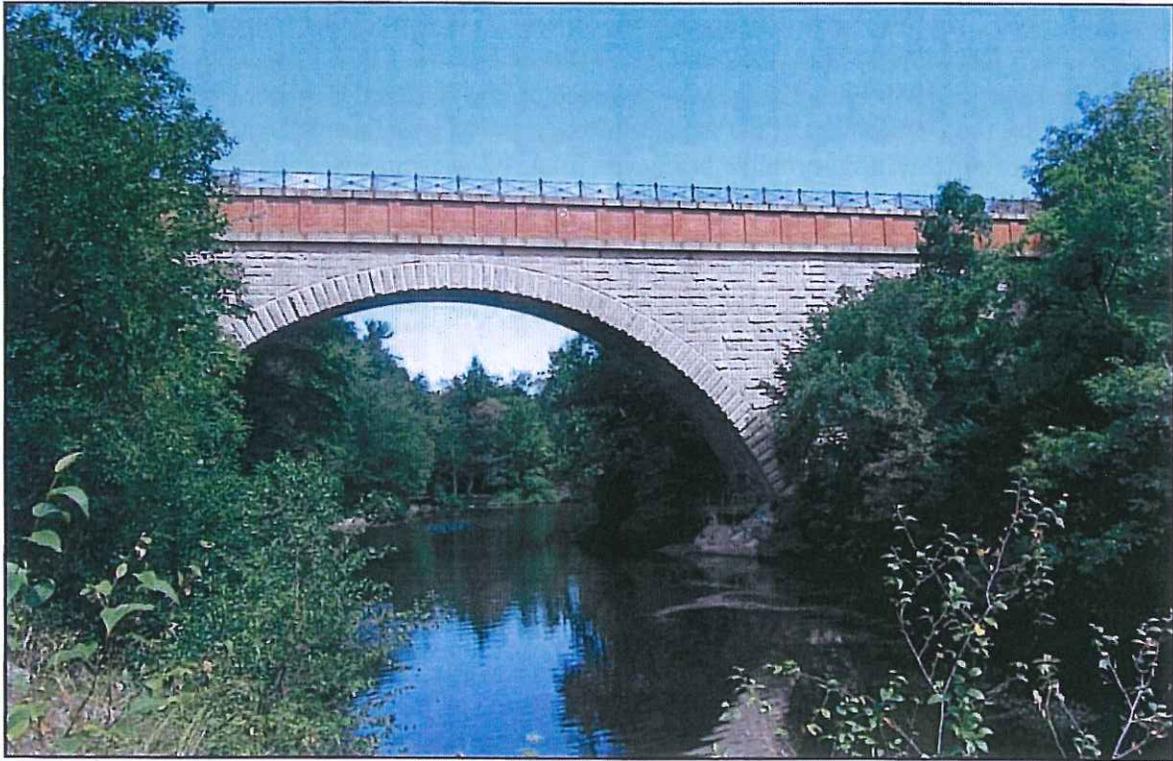
USGS LOCUS PLAN



11/8/2016 MvraGIS map1869-2



Echo Bridge Railing Reconstruction Plan



November 14, 2016

Echo Bridge Background

Echo Bridge, officially known as the Charles River Aqueduct Bridge, spans the Charles River and connects the City of Newton and the Town of Needham. This pedestrian bridge serves as a conduit for the MWRA's Sudbury Aqueduct, and was constructed by the Boston Water Board in 1876. The Aqueduct still operates as an active emergency back-up water supply. The bridge is 475 feet long, 15 feet wide, and has seven arches, the longest spanning nearly 130 feet above the river. In 1980 Echo Bridge was included on the National Register of Historic Places designated by the Department of the Interior through the Massachusetts Historical Commission. The present original railings atop the bridge are made of cast iron and consist of decorative railing posts spaced 8 feet apart with pipe rails forming the top rail, bottom rail and crossing intermediate rails. There are decorative cast iron rosettes halfway between each post.

Present Conditions of Original Railings

The original railings have undergone severe deterioration from freeze-thaw actions and corrosion over the years. Efforts were undertaken to stabilize segments of the railings by partially filling the posts with a cementitious grout and then welding the cast iron ball tops to the post. This cementitious grout not only trapped moisture but also gave a surface for ice-jacking to take place. There is ample evidence of detached and missing railing components that further worsen their condition. The deterioration has advanced to a point where the reliability of the entire length of the original railings cannot be deemed adequate to maintain a contemporary standard of public safety.

In January 2008, the deterioration of the railings prompted MWRA to install temporary chain link fencing as a backup measure for public safety. The 1-inch mesh black chain link fencing is tethered to the original railings by tubular members at regular intervals to provide lateral stability for the fence.

In 2007, MWRA funded an extensive study of the railings by McGinley Kalsow & Associates¹. The Report found that more than 50% of the posts were severely damaged and because of the grout that was added and the severe rusting of the railings, half of the visually sound posts are likely to be damaged during a dismantling process.



Fractured Post

¹“Echo Bridge Safety Improvement Program” McGinley Kalsow & Associates, September 2007.

The Study documents extensive corrosion inside the cast iron posts and estimates that 21% of the BWW rosettes have spalled at the bottom or rusted at the rail pipe joints beyond repair. This number will also significantly increase during any disassembly process. In addition, 5% to 23% of the railings have rust corrosion, reducing the mechanical strength of the rail and its connections. More importantly, the most severe corrosion is on the inside of the pipes where it is not visible. According to the Study, because of extensive corrosion where the rails are connected to the cast iron posts and rosettes, freeing these joints without damage to one part may be impossible in many cases.



Cast Iron Spalling at Rosette

MWRA Stewardship

MWRA's mission is to provide reliable, cost-effective, high-quality water and sewer services that protect public health, promote environmental stewardship, maintain customer confidence, and support a prosperous economy. MWRA was created by the legislature in 1984 and inherited operations and facilities beginning in 1985 from the Metropolitan District Commission, a century-old department of state government. MWRA's long-term business plan emphasizes improvements in service and systems and includes aggressive performance targets for operating "active" water and wastewater systems and maintaining new and existing facilities. Echo Bridge is considered an "emergency back-up" facility and therefore not considered a full active facility. Parallel to MWRA's goal of carrying out its capital projects and operating programs is its goal of limiting rate increases to its customer communities. The need to achieve and maintain a balance between these two goals is a critical issue facing MWRA and is reflected each year in its proposed budget. Therefore, MWRA is not in a position to dedicate MWRA ratepayer dollars to fund an historic railing project estimated to cost over \$1.2 million.

In July 2016, recognizing this lack of financial resources, the MWRA proposed a new durable, self-supported interior galvanized steel railing system (Option 4) to the Newton Upper Falls Historic District Commission. During the July meeting the Commission directed the MWRA 1) to use good faith and best effort to work with the city of Newton and the Town of Needham to obtain a Memorandum of Understanding to restore the historic railings, and 2) that the Commission will review and approve the final details of the replacement railing Option 4, that has now become Option 4 b.

Formation of the Echo Bridge Railing Committee

The ad-hoc Echo Bridge Railing Committee (the "Committee") formed to lead the effort to raise public attention and funds to replicate the historic railings. Based on the 2007 study and MWRA estimates, the Committee expects that \$1,200,000 will be needed to reconstruct the bridge and landing railings (not including MWRA engineering services for project management and construction management costs estimated to be \$240,000). Made up of residents from the City of Newton and the Town of Needham, the Committee refined the proposed project. The

Committee is made up of the following local residents: Lee Fisher, Andrea Downes, Karen Osborne and Brian Yates of Newton and Jeff Heller from Needham. MWRA assists the Committee in preparing materials necessary in preparation for the Community Preservation Act (CPA) applications and provides information as needed. As the Owner/Manager of Echo Bridge, MWRA is submitting this Proposal to the Newton Upper Falls Historic District Commission and Needham Historical Commission in November for approval so that CPA applications can be submitted to each municipality. The Committee will also be submitting this Plan to other potential community, agency, and foundation fundraising campaigns.

Construction Methodology for Reconstruction

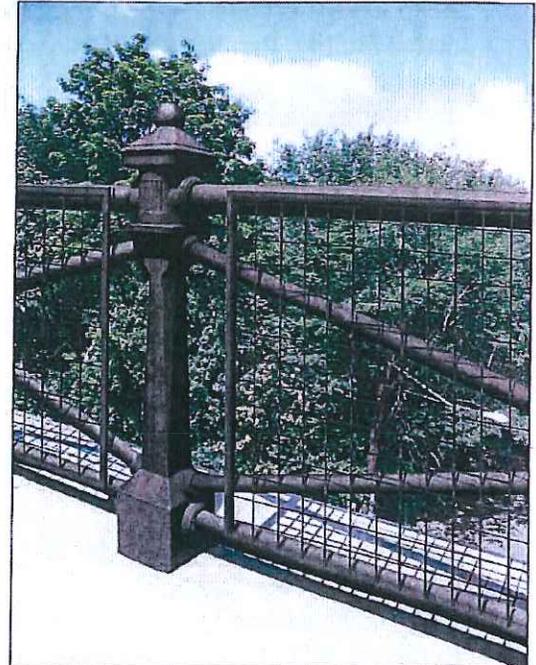
Given that the railings have undergone so much deterioration, it is the conclusion of the MWRA and the Echo Bridge Railing Committee that based on the Secretary of Interior's Guidelines for historic properties², preserving, rehabilitating and/or restoring the railings is not feasible or recommended from cost and structural perspectives. Rather, the Committee's chosen solution for the railings at Echo Bridge is to accurately reconstruct the railing with new materials that replicate the historic design and have an expected useful life of up to 150 years.³

1. For the posts and rosettes, the Committee is choosing to stay with cast iron rather than use carbon steel, aluminum or fiberglass materials also listed as material options in the 2007 study (see Table 1). A modern ductile cast iron will be used rather than the original "gray" (ref. p22 and 30 of the 2007 Study) cast iron because ductile iron is superior in that it has high ductility (i.e. less brittle) as well as higher strength. The posts and rosettes will be cast from molds identically replicating the existing historic components.

2. The pipe railings and cross bars will be made out of color galvanized manufactured steel. The diameters of the existing pipe railings are standard manufactured steel pipe sizes, making this a cost effective solution (ref. page 27 of Study).

3. 2"x2" 10 gauge steel mesh panels will be attached to the new historic railing to bring the railing into state and local safety code compliance. The picture to the right provides a conceptual view.

4. All cast materials will have a black shop-applied industrial paint coating inside (ref. p14 of Study) and outside, providing a ~15 year life before needing painting. (ref. p24 of Study). All steel materials will be shop coated with a color galvanization process in a black color to match the historic color.



² 36 CFR Part 68 in the July 12, 1995 Federal Register (Volume 60, No.133) The Secretary of Interior's Standards for the Treatment of Historic Properties.

³ "Echo Bridge Safety Improvement Program", Materials Comparison Table, page 29, McGinley Kalsow & Associates, September 2007.

The 2007 Study offered a more expensive alternative of salvaging an estimated 25% of the posts. The Committee rejected this option for the following reasons:

1. The additional decade of deterioration suggests that even fewer will be salvageable,
2. The non-uniform wall thickness of the old posts means “a marked reduction in their ability to adequately resist the forces of corrosion and ice jacking” than new ductile castings. (ref. p22of the Study),
3. The labor of sandblasting the interior and exterior of each old post, repairing minor cracks with welding, examining each post by an architectural conservator, and applying load testing acceptable to the structural engineer (ref. p14 of Study) adds approximately \$200,000 more to the total project cost, whose funding is already far from assured, and
4. Mixing 140 year old posts with new posts reduces the expected life of the railing system, and the way it is constructed makes it impossible to swap one post for another without major disassembly. With CPA funding influenced by the long term viability of the project, such a mix would undermine any CPA proposals.

MWRA will be responsible for construction of the new railing in accordance with Massachusetts public construction bidding requirements and award the project to the lowest responsible bidder. MWRA will recommend including contractor qualifications within the specifications. Once awarded, the contract will follow the typical sequence of field verification of dimensions, shop drawing submittal and review, fabrication of materials, followed by installation. The specifications will limit the Contractor to work to one length of the rail, approximately 475 linear feet and to maintain pedestrian traffic on the other half. The total construction contract will be awarded for approximately 10 months with approximately 3 months of active construction on the Bridge.

The 2007 Report estimated the costs for reconstruction to be \$892,288 including a 25% construction contingency. Inflated to 2016 dollars, the reconstruction cost is estimated to be approximately \$1,200,000.00 (plus \$240,000 for MWRA in-house engineering services including project management and construction management) not including inflation to the date of installation.

Table 1

Material Comparison Table
(Comparisons are to original cast iron material.)

Comparison Criteria	Cast & Ductile Iron	Carbon Steel	Aluminum	Reinforced Polyester (Fiberglass)
Historical	<ul style="list-style-type: none"> Replicates original historic material + aesthetics. Ductile iron is modern form of cast iron with improved ductility. 	<ul style="list-style-type: none"> Similar material to cast iron. 	<ul style="list-style-type: none"> Visually very similar to cast iron when painted (sharper corners and smoother surface). 	<ul style="list-style-type: none"> Not a good substitute for decorative cast iron.
Aesthetic	<ul style="list-style-type: none"> Matches original material in weight, strength, texture and appearance. Capable of being cast into highly complex geometries and details. 	<ul style="list-style-type: none"> Higher melting point makes it more difficult to cast intricate details. Not practical for detailed casting of historic posts. Indistinguishable from original railings when painted. 	<ul style="list-style-type: none"> Castable - visually replicates molded architectural ornamental work. 	<ul style="list-style-type: none"> Castable - visually replicates molded architectural ornamental work. Molds directly from historic features.
Structural + Physical Properties	<ul style="list-style-type: none"> Good strength to weigh ratio. Good for posts and structurally meets codes. Not good in tension. Rails tend to have hidden internal corrosion due to water infiltration at joints. For these reasons, not appropriate for handrails. 	<ul style="list-style-type: none"> Structurally good in tension. Appropriate for handrails + guardrails. As post, good structurally. Similar thermal expansion as cast iron. Decreases in volume during solidification. 	<ul style="list-style-type: none"> Lower structural strength than cast iron, but structurally adequate for posts Less brittle than cast iron Not economical as structural rails Difficult to prevent galvanic corrosion with other metals Twice the thermal expansion of steel 	<ul style="list-style-type: none"> Non load bearing use.. Best suited as a façade ornament in non-structural applications. Requires separate hidden structural post system. To with stand static forces as a rail system. Cracks when impacted Twice the thermal expansion of steel, Similar to aluminum
Design + Installation	<ul style="list-style-type: none"> Posts anchorage location will match historical. Patterns/molds need to consider shrinkage as iron cools during fabrication. 	<ul style="list-style-type: none"> 10% heavier than ductile iron. Galvanizing gives complete coverage, coating steel internally, externally and at intricate details. Factory applied zinc coating (galvanizing) provides greater quality control than field painting. 	<ul style="list-style-type: none"> Light weight material makes handling easier than cast iron and lowers transportation costs Easily assembled and good delivery time. Greater expansion and contraction requires careful detailing and gaskets and/or caulked joints. Patterns/molds need to consider shrinkage as iron cools during fabrication. 	<ul style="list-style-type: none"> Light weight material makes handling easier than cast iron and lowers transportation costs. Internal structural support system requires longer installation time and greater complexity than cast iron. Greater expansion and contraction requires careful detailing and gaskets and/or caulked joints. Little shrinkage during fabrication.
Maintenance	<ul style="list-style-type: none"> Relatively limited natural corrosion resistance. Regular preparation + painting required. Difficult to weld due to high carbon content and may lead to brittleness. 	<ul style="list-style-type: none"> Zinc (Galvanizing) weathers at a very slow rate. Galvanizing produces a coating bonded metallurgically to steel. Lower Maintenance when color galvanized 	<ul style="list-style-type: none"> Difficult to keep paint on aluminum Regular preparation + painting required Should not be used with cast iron rails due to galvanic action Replacement of caulking and galvanic action barriers 	<ul style="list-style-type: none"> Ultraviolet sensitive unless surface is coated or pigments are in gel coat. Regular Painting + Prep Required. Lower Material Maintenance. Good resistance to chemicals.
Useful Life Expectancy	<ul style="list-style-type: none"> 100-150 years 	<ul style="list-style-type: none"> 20-50 (Not Galvanized) 40-60 (Galvanized) 	<ul style="list-style-type: none"> Long life, durable Cast Alum: 100-125 years Tubing: 50-100 years 	<ul style="list-style-type: none"> 10-30 years Vapor impermeable, will require ventilation detail to prevent rusting and short life expectancy of internal structural steel system.
Cost	<ul style="list-style-type: none"> Similar in material cost to carbon steel. Least expensive of materials for posts. Due to necessity of creating molds and slow production rates, expensive for rails. 	<ul style="list-style-type: none"> Very cost effective for handrails. Pipe railing is manufactured in standard sizes. 	<ul style="list-style-type: none"> For similar size casting, aluminum is about 15-20% higher in material cost than cast iron 	<ul style="list-style-type: none"> Approximately 1/3 the cost to cast a fiberglass post vs. a ductile iron post. Cost of internal structural steel support posts not included. Small cost saving compared to cast iron when used with concealed structural steel supports.

Option 4b Railing at Echo Bridge Description

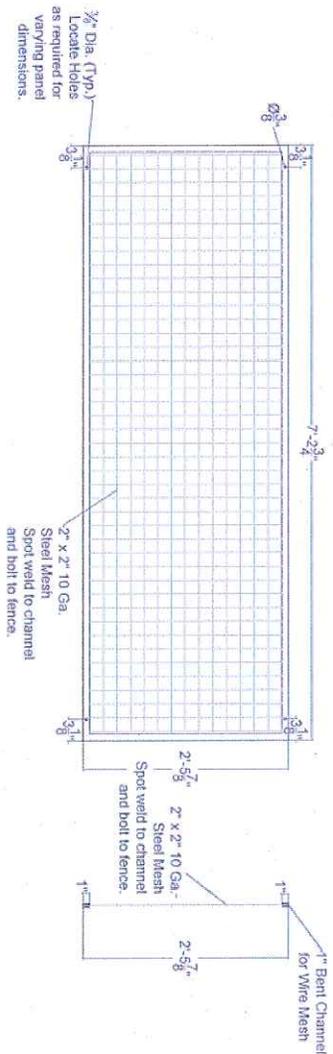
If funding for full reconstruction is not realized, MWRA continues to believe that a new interior, self-supporting, code-compliant railing is the best alternative to adequately address future long-term safety concerns at the Bridge while not precluding future reconstruction of the historic railings. Referred to as Option 4b, the railing design is similar to the railings recently installed at the Massachusetts Department of Conservation and Recreation's historic Fort Warren on Georges Island. Like Echo Bridge in Newton and Needham, MA, Fort Warren is also a property listed on the State and National Registers of Historic Places. MWRA believes that the Option 4b design recognizes the historical significance of Echo Bridge while minimizing the structural and visual impacts to the historic railing. (See attachments included in this pre-proposal.)

The Option 4b design would replace the temporary chain link fence with the installation of a more permanent architectural railing system on the inside of the existing historic railing in an attempt to preserve the historic railing and improve safety conditions and maintain pedestrian traffic at the Bridge. The 42" inch high black galvanized steel railing will be constructed in eight foot long panels to line up with the existing railing posts. The railing will have 1" by 2" flat bar posts with a continuous smooth handrail. Panels, required to meet the State Building Code, will be made of a 2" by 2" 10- gauge steel mesh and attached to the steel railing system. The new railing will be installed 12" from the existing historic railings and will be attached to the historic posts to better secure the historic railing. See Option 4b rendering and drawing on pages 8 and 9.

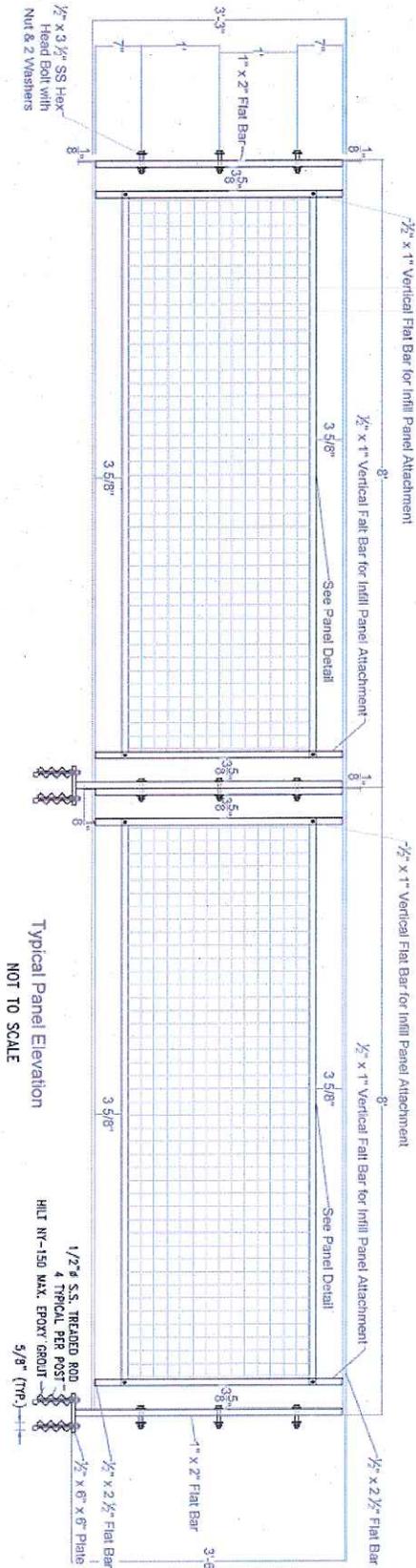
The proposed railing will require 5/8" diameter core holes to be drilled into the existing concrete walkway 8 inches deep attached with an anchoring system. Coring into the concrete walkway will not impact the walkway, the historical granite upon which the old railings are mounted, or the Sudbury Aqueduct's structural integrity. The cost of the railing and installation is estimated to be approximately \$250,000 and will be funded from a previously approved line item in a State Transportation Bond Bill for Echo Bridge railing repair, sponsored by Representative Ruth Balsler.

As stated above, it is not clear if and when MWRA will proceed with construction for Option 4b, (pending the resolution of CPA funding). MWRA has emphasized that the construction of 4b does not preclude future fundraising for the full reconstruction plan. In the eventuality of the construction of Option 4b, it is MWRA's intention to design the panels so that they can be re-used in a future construction of the historic railings.

If MWRA proceeds with Option 4b, pedestrian traffic across the bridge will be maintained during construction with temporary barriers installed to separate the work zone from foot traffic. Fabrication of materials will take approximately three months from approval of contractor shop drawings and the installation of the proposed rail will take an additional two to three months.



Typical Wire Mesh Panel Detail
NOT TO SCALE



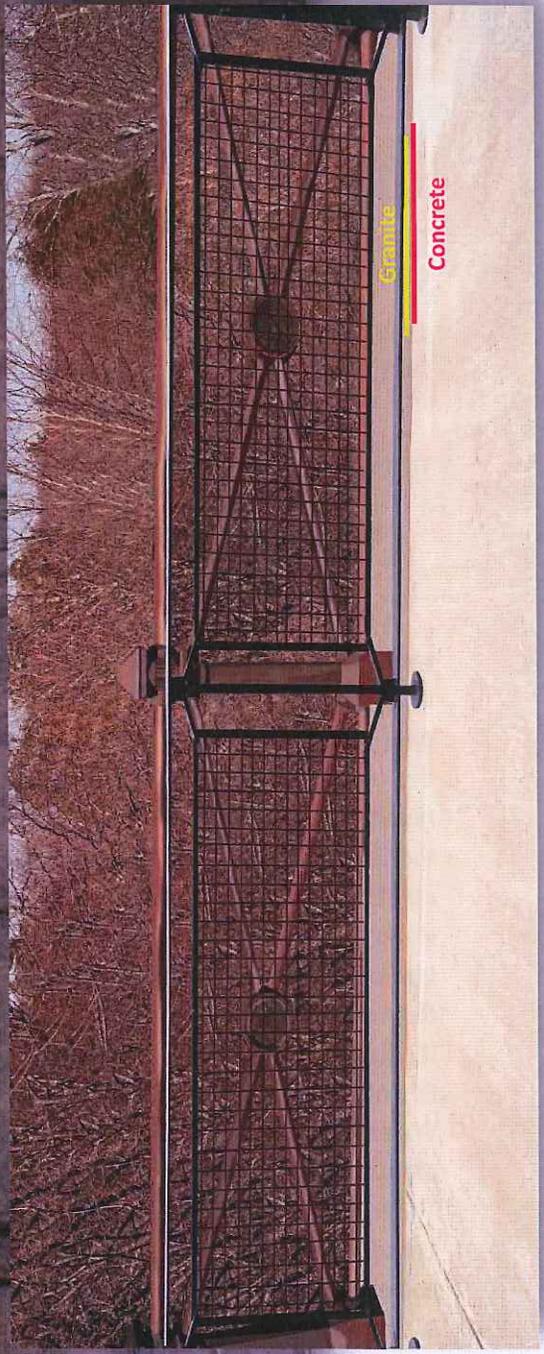
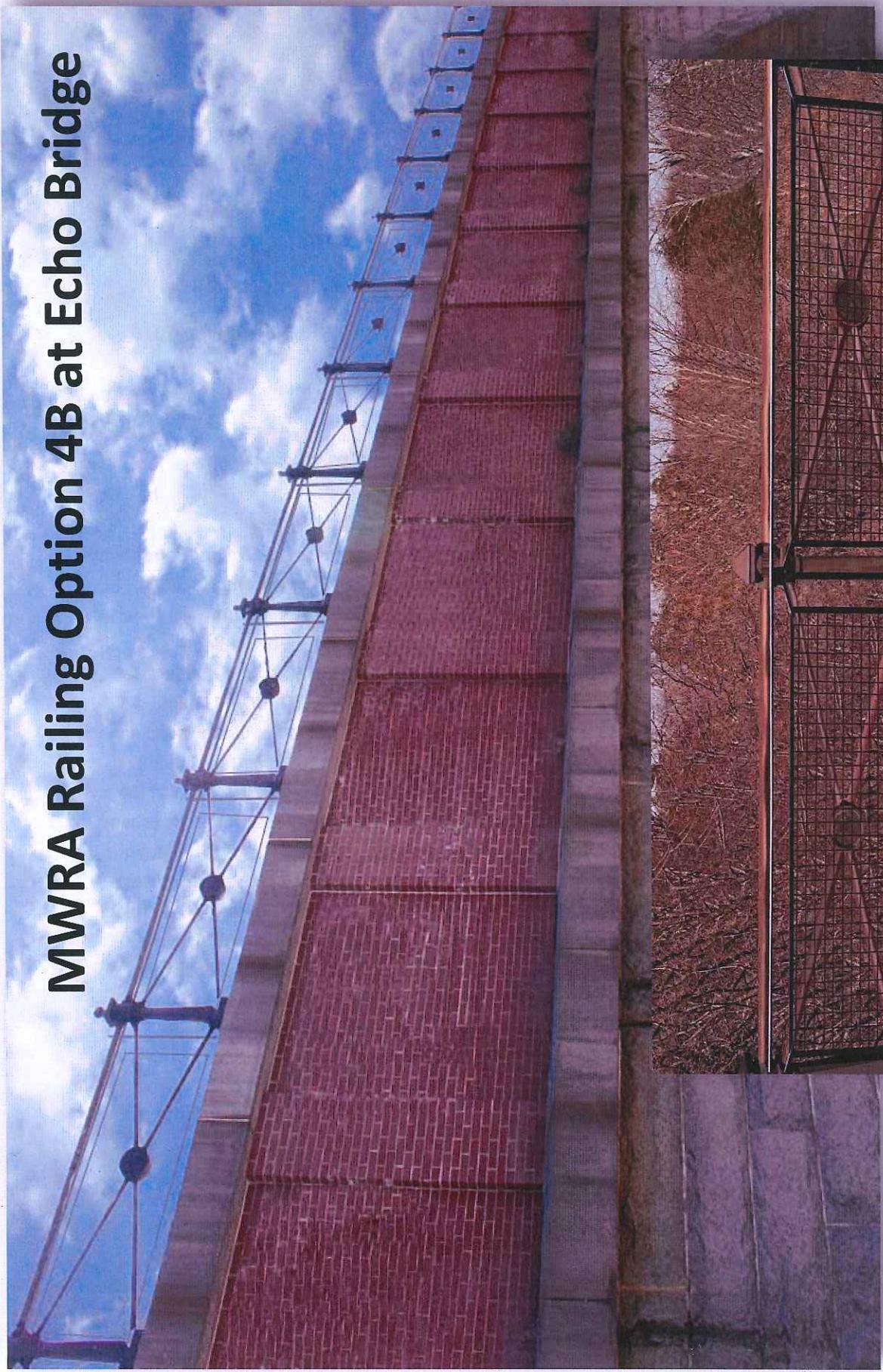
MASSACHUSETTS WATER RESOURCES AUTHORITY
ECHO BRIDGE NEWTON - NEEDHAM

RAILING IMPROVEMENTS
OPTION 4B
DRAWING No. 1

DWG. NO.
1
OF 1

DATE: 11/1/2016

MWRA Railing Option 4B at Echo Bridge



Granite

Concrete



1094 CHESTNUT STREET
NEWTON, MA 02464

November 9, 2016

TO: Newton Community Preservation Committee

Needham Community Preservation Committee

I am pleased to support the application of the Massachusetts Water Resources Authority for Community Preservation Act funding to restore the railings on top of Echo Bridge linking Newton and Needham. I offer this support as a native of Needham, a resident of Newton Upper Falls for more than sixty years, the longest serving Newton City Councilor/Alderman, and the Founding President of the Friends of Hemlock Gorge. Echo Bridge was built in the Nineteenth Century to carry the Sudbury Aqueduct across the Charles River from Newton to Needham, but its value to both communities far exceeds this utilitarian purpose. It is the second largest stone arch in the United State, and it provides spectacular views of Hemlock Gorge Reservation that was one of the key elements of the 1893 Metropolitan Park Plan created by renowned landscape architect Charles Elliot. Its beauty is enjoyed by residents of the Newton Upper Falls Historic District (of which it is a key element) and the adjacent section of Needham. It is listed on the National Register of Historic Places as part of the Historic District and of the Greater Boston Water Supply System. Unfortunately, the cast iron railings atop the Bridge are severely rusted. Water has destroyed or damaged many parts of the railings marring the beauty of the site. The project proposed by MWRA will restore the railings to their original role as a beautiful element of the Bridge. The Friends of Hemlock Gorge are proud to work in partnership with the Massachusetts Department of Conservation and Recreation to remove trash and invasive plants from the Reservation and to preserve and enhance the river banks. The Friends are equally proud to work with the MWRA to mobilize support for the funding and implementation of the Railings Reconstruction.

Sincerely,

Brian Yates

Newton City Councilor at Large

President, Friends of Hemlock Gorge



Setti D. Warren
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

Telephone
(617) 796-1120
Telefax
(617) 796-1142
TDD/TTY
(617) 796-1089
www.newtonma.gov

Barney S. Heath
Director

November 16, 2015

To the Chairman of the CPC and
President of the Newton City Council

The 19th century Echo Bridge aqueduct spans the Newton and Needham sides of the Hemlock Gorge and is located in the Newton Upper Falls Historic District. Echo Bridge is individually listed in the National Register and is significant for its architecture, engineering and role in the City of Boston's development of a major water system to meet the growing need for water after the Civil War. The bridge was constructed to carry a section of conduit of the Sudbury Aqueduct across the Charles River to the Chestnut Hill Pumping Station and is one of the earliest long masonry bridges in the United States.

The cast iron railings on the bridge have significantly deteriorated over time and are in desperate need of restoration from both safety and architectural standpoints. Pedestrians and commuters walk over the bridge daily and the railings are an iconic "crowning" feature of this highly visible structure. Conservation efforts, led by Newton Representative Ruth Balser began more than 10 years ago with the appropriation of \$250,000 by the state for the Massachusetts Water Resources Authority (MWRA) to finance repairs to the structure. At that time a study to repair the railings was undertaken by a highly qualified historic preservation architectural firm. The original post-by-post survey and new engineering work provided by the MWRA construction division have provided a solid foundation for the current project. The cast iron components will be replicated with new ductile cast iron castings that will not only preserve the beauty and architectural details of the railings but also provide a lasting material solution. Unobtrusive screening will be incorporated into the reconstructed railings to address current building code and safety requirements.

At the most recent Newton Upper Falls Historic District Commission (NUF HDC) meeting on November 11, 2016, the commission unanimously voted to issue a Certificate of Appropriateness for the reconstruction project based on the application submitted by the MWRA that was developed in cooperation with the city of Newton, the town of Needham, the Friends of Hemlock Gorge and the Upper Falls community to undertake the historic railing project. The commission strongly endorses the unique public/ private partnership that has envisioned and prepares to implement the reconstruction of this precious historic asset.

Therefore, the NUF HDC urges the Newton Community Preservation Committee and the Newton City Council to approve the CPA funding request for the railing reconstruction project.

Sincerely,

Donald Lang
Chair, Newton Upper Falls Historic District Commission

Xc: Barney S. Heath

CPC USE ONLY:	
Application #	_____
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 1

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 c/o Park & Recreation Department
 500 Dedham Avenue, Town Hall
 Needham, MA 02492
www.needhamma.gov/CPC

- | | | |
|-----------|---|--|
| 1. | Applicant: Town Manager, Selectmen, Conservation Commission, Park and Recreation | Submission Date: 12/1/16 |
| 2. | Applicant's Address, Phone Number and Email: | 3. Purpose:
<i>(Please select all that apply)</i> |
| | _____
1471 Highland Avenue

Needham, MA 02492

(781) 455-7500

Contact Name:
Kate Fitzpatrick, Town Manager | <input checked="" type="checkbox"/> Open Space
<input type="checkbox"/> Community Housing
<input type="checkbox"/> Historic Preservation
<input checked="" type="checkbox"/> Recreation |
| 4. | Project Name: Preservation of Open Space - Purchase of Land | |
| 5. | Project Location/Address/Ownership (Control):

To be determined | |
| 6. | Amount Requested: | \$ TBD |
| 7. | Estimated Total Project Cost (If Different): | \$ 1,000,000 |
| 8. | Critical Dates: (If Applicable) | |

- continued -

CPC USE ONLY: Application # _____
Qualifies: _____
Does not qualify: _____

Project Name: Preservation of Open Space - Purchase of Land

9. Project Summary: In 100 words or less provide a brief summary of the project:

The Town Manager/Board of Selectmen, the Park and Recreation Commission, and/or the Conservation Commission hold discussions throughout the year regarding the possible purchase of land or easements on private property. All three boards have developed a list of specific parcels that would be beneficial for acquisition. CPA funds have been used in the past to purchase two parcels on Carol Road and Brewster Road, as well as a parcel on Charles River Street, adjacent to Walker-Gordon Field.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

No specific parcel has been identified at this time, but the request has been submitted, as opportunities often develop quickly.

Recent customer satisfaction surveys completed by Needham residents indicate strong support for the Town's open spaces and trails. The Town Manager and boards will continue to strive to provide access to land and trails through the purchase or donation of easements of lands.

Note: This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.



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

MEETING DATE: 12/6/2016

Agenda Item	Accept Grant of Sewer Easement
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	<p>The Town Manager will recommend that the Board approve and authorize the Chairman to sign the grant of sewer easement from MCREF Needham, LLC for the Modera Needham housing development. Relocation of the sewer line was approved by the Board in its Agreement with Mill Creek. Town Counsel is still reviewing the easement document with the developer and a final version will be provided prior to the Board's meeting.</p>
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	<p><i>Suggested Motion:</i> That the Board approve and authorize the Chairman to sign the Grant of Sewer Easement from MCREF Needham, LLC (Modera Needham).</p>
3.	BACK UP INFORMATION ATTACHED
	<p>a. Draft Grant of Sewer Easement</p>

GRANT OF SEWER EASEMENT

This GRANT OF SEWER EASEMENT (this "Agreement") is made as of the ____ day of December, 2016, by MCREF Needham LLC, a Delaware limited liability company, having an address c/o Mill Creek Residential Trust, 200 Wheeler Road, South Tower – 4th Floor, Burlington, Massachusetts, 01803 (the "Grantor") to the Town of Needham, a municipal corporation having an address at 1471 Highland Avenue, Needham, Massachusetts 02492 acting by and through its Board of Selectmen (the "Town").

KNOW ALL MEN BY THESE PRESENTS that the Grantor for consideration paid, grants to the Town of Needham the perpetual right and easement to construct, maintain, operate, repair and replace a main drain and common sewer in, through, over and under a certain parcel of land owned by us in said Needham and being shown as a "20-foot sewer easement" on a plan entitled "692-744 Greendale Avenue – Needham, Massachusetts, Relocated Easement Area.", dated November 30, 2016, by Tetra Tech. of Marlborough, MA and duly recorded herewith and to which plan reference is hereby made for a more particular description of said easement.

Being a portion of the premises conveyed to us by deeds recorded with Norfolk County Registry of Deeds, in Book 34522, Page 347 and Book 34522, Page 351.

The Grantor hereby reserve for themselves and its heirs, executors, administrators and assigns, the right to use the above described premises for all legal purposes not inconsistent with the construction, maintenance, operation, repair and removal of said main drain and common sewer.

The Grantor hereby agrees for itself and its heirs, executors, administrator and assigns that they will not erect or maintain any building, structure (including walls or fences), or foundation for a building or structure or trees upon the above described easement except in a manner satisfactory to the Board of Selectmen of the Town of Needham.

EXECUTED as an instrument under seal in any number of counterpart copies, each of which shall be deemed an original for all purposes, as of the day and year first above written.

GRANTOR:

MCREF Needham LLC, a Delaware
limited liability company

By: _____

Name:

Title:

Hereunto duly authorized

THE FOREGOING EASEMENT IS HEREBY ACCEPTED:

TOWN OF NEEDHAM a Municipal Corporation, acting by and
through its BOARD OF SELECTMEN

By: _____

Name:

Title:

ACKNOWLEDGMENTS

COMMONWEALTH OF MASSACHUSETTS)

) ss.

County of _____)

On this ____ day of _____, 2016, before me, the undersigned notary public, personally appeared _____, _____ of _____, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she signed it voluntarily for its stated purpose, as _____ of MCREF Needham LLC.

Notary Public

My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS)

) ss

County of _____)

On this ____ day of _____, 2016, before me, the undersigned notary public, personally appeared _____, proved to me through satisfactory evidence of identification which was _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that _____ signed it voluntarily for its stated purpose as _____ for the Town of Needham, a Municipal Corporation, acting by and through its Board of Selectmen.

Notary Public

My Commission Expires:

DRAFT



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

MEETING DATE: 12/6/2016

Agenda Item	FY2017 Water Billing
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>The Town Manager will provide the Board with an update on FY2017 water billing and answer any questions the Board may have. The Assistant Town Manager/Director of Finance and Director of Public Works will also be available to answer questions.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
3.	BACK UP INFORMATION ATTACHED



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

MEETING DATE: 12/6/2016

Agenda Item	Preliminary FY2018 – FY2022 Capital Improvement Plan
Presenter(s)	Kate Fitzpatrick, Town Manager David Davison, Assistant Town Manager/Director of Finance Christopher Coleman, Assistant Town Manager/Director of Operations

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Town Manager and Assistant Town Managers will discuss the preliminary Capital Improvement Plan for FY2018 – FY2022. A vote on the final plan is scheduled for December 20, 2016. Please refer to the November 22, 2016 meeting packet for details on the individual capital requests.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
3.	BACK UP INFORMATION ATTACHED
	a. Capital Project Recommendations for Fiscal Years 2018 - 2022

Town of Needham
Fiscal Year 2018
Capital Funding Recommendations

Title	Department	2018 Request	Type	Cash Tier 1	Cash Tier 2	Debt*	Tier 1 Cash Source	Note	Page
Bunker Gear	Fire	167,872	Other	167,872			Free Cash	Provides a second set of protective gear for firefighters.	35
Current Vehicle - Ford E450 Ambulance (Unit R2)	Fire	224,677	Town Fleet	224,677			Free Cash		25
Current Vehicle - Gator Rescue Boat Trailer (Unit RB)	Fire	22,737	Town Fleet					Alternative Funding	25
Current Vehicle - Ford Explorer	Police	32,544	Town Fleet					Operating Budget	25
Current Vehicle - Ford Explorer	Police	32,544	Town Fleet					Operating Budget	25
Current Vehicle - Ford Explorer	Police	32,544	Town Fleet					Operating Budget	25
Current Vehicle - Ford Explorer K8A	Police	32,544	Town Fleet					Operating Budget	25
Current Vehicle - Ford F250	Police	43,942	Town Fleet					Operating Budget	25
Public Safety Complex/Station #2	Police/Fire	3,750,000	Facility	250,000		63,250,000	Free Cash	Recommended amount for preliminary designs only; current project estimate is 63,450,000. Debt exclusion is assumed.	27
Current Vehicle - Ford Econ Van E250 (Unit704)	Public Facilities Operations	31,222	Town Fleet	31,222			Free Cash		25
Energy Efficiency Upgrade Improvements	Public Facilities Operations	57,000	Facility	57,000			Free Cash	Eliot School	77
Central Avenue School Walking Trails	Schools	210,000	Facility	210,000			CPA		46
Current Vehicle - Ford E150 (Unit Van 3)	Schools	32,875	School Fleet	32,875			Free Cash		26
Current Vehicle - Ford E150 (Unit Van 6)	Schools	32,875	School Fleet	32,875			Free Cash		26
Current Vehicle - Ford Econ Van E250 (Unit PV)	Schools	33,861	School Fleet	33,861			Free Cash		25
Full Day Kindergarten Space Study	Schools	50,000	Other					Not capital may be a special warrant article.	42
High School A Gym Upgrade	Schools	182,000	Facility			276,000		Proposal is to combine all the identified High School CIP requests into a single appropriation.	73

Town of Needham
Fiscal Year 2018
Capital Funding Recommendations

Title	Department	2018 Request	Type	Cash Tier 1	Cash Tier 2	Debt*	Tier 1 Cash Source	Note	Page
High School Athletic Locker Reconfiguration & Addition	Schools		Facility			45,200		Proposal is to combine all the identified High School CIP requests into a single appropriation.	62
High School Boiler Replacement	Schools		Facility			840,000		Proposal is to combine all the identified High School CIP requests into a single appropriation.	75
High School Chiller	Schools	60,000	Facility			478,849		Proposal is to combine all the identified High School CIP requests into a single appropriation.	71
High School Classroom Expansion	Schools	414,728	Facility			7,270,100		Feasibility study underway; possibly combine all identified High School improvements in a single appropriation.	68
Pollard Bathrooms	Schools	650,000	Facility	650,000			Free Cash	Funding recommendation is based on an assumption that the high school related capital will be consolidated and put under the charge of the PPBC	81
Pollard Blue & Green Gym Upgrades	Schools	45,000	Facility	45,000			Free Cash		79
Pollard Phased Improvements Feasibility Study	Schools	65,000	Other					On hold pending additional information	48
School Copier Replacement	Schools	46,790	Technology	46,790			Free Cash		50
School Furniture	Schools	45,000	Other	45,000			Free Cash		44
School Technology Replacement	Schools	463,500	Technology	307,925	155,575		Free Cash	Request for FY2018 increased from prior year submission for FY2018	38
Drain System Improvements – Water Quality (EPA)	DPW/Drains	2,400,000	Infrastructure	2,400,000			CPA	Rosemary Lake	130
Fuel Island Relocation and Upgrade	DPW/Garage	1,320,000	Facility			1,320,000		Debt to be paid by GF & Enterprise Funds	95

**Town of Needham
Fiscal Year 2018
Capital Funding Recommendations**

Title	Department	2018 Request	Type	Cash Tier 1	Cash Tier 2	Debt*	Tier 1 Cash Source	Note	Page
DPW Seasonal Storage Facility @ RTS	DPW/General	550,000	Facility			6,860,000		Total estimated cost \$6,860,000. Debt exclusion is assumed.	97
Time Clock System	DPW/General	72,000	Technology					May be submitted as a financial warrant article.	109
Current Vehicle - Custom Flatbed Trailer (Unit 129)	DPW/Highway	12,016	Town Fleet					Include in Operating Budget	24
Current Vehicle - Ford Escape Hybrid (Unit 12)	DPW/Highway	38,277	Town Fleet	38,277			Free Cash		22
Current Vehicle - Ford Escape Hybrid (Unit 52)	DPW/Highway	34,729	Town Fleet	34,729			Free Cash		23
Current Vehicle - Ford F450 (Unit 48)	DPW/Highway	83,561	Town Fleet	83,561			Free Cash		23
Public Works Infrastructure Program	DPW/Highway	1,762,000	Infrastructure	800,000	462,000	500,000	Free Cash	Continue phase out of debt financing for the annual funding plan.	101
Traffic Improvements	DPW/Highway	249,000	Infrastructure	249,000			Free Cash		111
Current Vehicle - Cross County Utility Trailer (Unit 328)	DPW/Parks	5,351	Town Fleet					Include in Operating Budget	24
Current Vehicle - Ford Taurus (Unit 15)	DPW/Parks	35,481	Town Fleet	35,481			Free Cash		22
Current Vehicle - Toro Lawnmower Tractor (Unit 336)	DPW/Parks	98,747	Town Fleet	98,747			Free Cash		24
Specialty Equipment	DPW/Parks	30,000	Other	30,000			Free Cash	Field Renovator; this purchase would be an addition to inventory, not a replacement	107
Memorial Park Buildings and Grounds Improvements	Memorial Park	5,900,000	Facility		3,900,000	2,000,000		Feasibility funded and a firm has been selected by the PPBC	180
Athletic Facility and Public Recreation Improvements	Parks & Recreation	285,000	Infrastructure	285,000			CPA	Cricket Field	99
Open Space Purchase	Parks & Recreation	1,000,000	Land					No site has been made available at this time.	166
Rosemary Pool Complex Renovations	Parks & Recreation	15,800,000	Facility		800,000	15,000,000		Assumes CPA debt funding of \$12M; GF debt funding of \$3M.	162

Town of Needham
Fiscal Year 2018
Capital Funding Recommendations

Title	Department	2018 Request	Type	Cash Tier 1	Cash Tier 2	Debt*	Tier 1 Cash Source	Note	Page
Trail Improvement Project - Needham Reservoir	Parks & Recreation	925,000	Facility	925,000			CPA/Water Retained Earnings	\$75,000 is to be funded by the water enterprise, and balance from CPA	164
Current Vehicle - International Truck (unit 80)	RTS	211,256	Town Fleet	211,256			Retained Earnings		23
Current Vehicle - Vermeer Grinder (unit 67)	RTS	43,086	Town Fleet	43,086			Retained Earnings		23
Non-Public Safety Data Center Servers and Storage Units	General	145,000	Technology	145,000			Free Cash		3
Property Improvements	RTS	290,000	Facility	290,000			Retained Earnings		121
Transfer Station Floor Replacement	RTS	166,000	Facility	166,000			Retained Earnings		124
Sewer Pump Station Improvements	Sewer	590,000	Infrastructure			590,000			132
Current Vehicle - Ford Escape Hybrid (Unit 20)	Water	34,729	Town Fleet	34,729			Retained Earnings		22
Current Vehicle - Ford F150 (Unit 24)	Water	29,345	Town Fleet	29,345			Retained Earnings		22
Water Distribution System Improvements	Water	1,261,750	Infrastructure	261,750		1,000,000	Retained Earnings		155
Water Service Connections	Water	200,000	Infrastructure	200,000			Retained Earnings		142
Water Specialty Equipment	Water	132,000	Other	132,000			Retained Earnings		132
Total		40,463,583		8,628,058	5,317,575	99,430,149			

**Five Year Capital Improvement Plan
Preliminary Tier One Recommendations^
FY2018 - FY2022**

Title	Code*	Function	Cat*	2018 Department Request	Tier One Recommendatio n	2019 Department Request	Tier One Recommendatio n	2020 Department Request	Tier One Recommendatio n	2021 Department Request	Tier One Recommendatio n	2022 Department Request	Tier One Recommendatio n	Five Year Request	Five Year Tier One	Cash	Debt	Other	Page
General Fund/Community Preservation Fund																			
Full-Day Kindergarten Space Modification	MB	Schools	2					50,000						50,000					60
Accounting and Revenue Software Package Replacement	P	General	1							1,100,000	1,100,000			1,100,000	1,100,000	1,100,000			13
Asa Smal Field Renovation	P	Public Works	2			141,000	141,000							141,000	141,000			141,000	113
CPA/ASF Athletic Facility and Public Recreation Improvements	M	Community	3	285,000	285,000	570,000	207,000	2,500,000	2,500,000	450,000		134,234		3,939,234	2,992,000			2,992,000	99
Athletic Fields Master Plan	PG	Community	3							75,000				75,000					178
Bunker Gear	N	Public Safety	1	167,872	167,872	37,000	37,000	38,110	38,110	39,253	39,253	40,430	40,430	322,665	322,665	322,665			35
Center at the Heights Computer Lab	P	Community	1					50,000	50,000					50,000	50,000	50,000			9
CPA Central Avenue School Walking Trails	N	Schools	2	210,000	210,000									210,000	210,000			210,000	46
Cricket Field Building Renovations	M	Community	2					154,000		618,000				772,000					176
DPW Complex	M	Public Works	2							2,950,000				2,950,000					119
DPW Seasonal Storage Facility @ RTS	M	Public Works	2	550,000		6,310,000								6,860,000					97
CPA Drain System Improvements – Water Quality (EPA)	M	Public Works	3	2,400,000	2,400,000	118,000		250,000		1,000,000				3,768,000	2,400,000			2,400,000	130
Energy Efficiency Upgrade Improvements	M	Facilities	2	57,000	57,000	15,000	15,000	58,000		100,000				230,000	72,000	72,000			77
Facility Assessment for Sustainable Building Management	MB	Schools	2			85,165								85,165					85
Firearm Replacement	M	Public Safety	1					31,000	31,000					31,000	31,000	31,000			31
Fuel Island Relocation and Upgrade	M	Public Works	2	1,320,000	1,320,000									1,320,000	1,320,000		1,320,000		95
Full Day Kindergarten Space Study	NQB	Schools	2	50,000										50,000					42
High School A Gym Upgrade	PC	Schools	2	182,000		64,000		30,000						276,000					73
High School Athletic Locker Reconfiguration & Addition	MC	Schools	1					45,200						45,200					62
High School Boiler Replacement	MC	Schools	2					840,000						840,000					75
High School Chiller	NC	Schools	2	60,000		418,849								478,849					71
High School Classroom Expansion	MC	Schools	2	414,728		6,855,372								7,270,100					68
Library Furniture Replacement	N	Community	1			45,320	45,320	97,920		84,000		57,000		284,240	45,320	45,320			157
Library RFID Conversion Project	M	Community	1			127,200	127,200							127,200	127,200	127,200			159
Memorial Park Buildings and Grounds Improvements	M	Community	2	5,900,000										5,900,000					180
Multi-Function Printer Devices	P	General	1							35,600	35,600	35,600	35,600	71,200	71,200	71,200			11

**Five Year Capital Improvement Plan
Preliminary Tier One Recommendations^
FY2018 - FY2022**

Title	Code*	Function	Cat*	2018 Department Request	Tier One Recommendation	2019 Department Request	Tier One Recommendation	2020 Department Request	Tier One Recommendation	2021 Department Request	Tier One Recommendation	2022 Department Request	Tier One Recommendation	Five Year Request	Five Year Tier One	Cash	Debt	Other	Page
Non-Public Safety Data Center Servers and Storage Units	P	General	1	145,000	145,000	180,000	180,000							325,000	325,000	325,000			3
Non-Public Safety Data Center Servers and Storage Units	N	General	1																17
Open Space Purchase	M	Community	3	1,000,000										1,000,000					166
Permanent Message Boards	M	General	1			87,000	39,000	90,000		47,000				224,000	39,000	39,000			115
Police Cruiser Radio Replacement	M	Public Safety	1			80,563	80,563							80,563	80,563	80,563			29
Police Use-Of-Force Training Simulator	P	Public Safety	1							45,000	45,000			45,000	45,000	45,000			33
Pollard Bathrooms	N	Schools	2	650,000	650,000									650,000	650,000	650,000			81
Pollard Blue & Green Gym Upgrades	M	Schools	2	45,000	45,000	754,610	754,610	30,000	30,000					829,610	829,610	75,000	754,610		79
Pollard Locker Room Retrofit	M	Schools	2							61,232	61,232	316,875	316,875	378,107	378,107	378,107			83
Pollard Phased Improvements Feasibility Study	NB	Schools	1	65,000										65,000					48
CPA Public Playgrounds	P	Community	1					600,000	600,000					600,000	600,000			600,000	172
Public Safety Complex/Station #2	M	Public Safety	2	3,750,000	250,000	59,700,000								63,450,000	250,000	250,000			27
Public Safety Data Center Servers and Storage Units	P	Public Safety	1			30,000	30,000			60,000	60,000			90,000	90,000	30,000		60,000	5
Public Safety Mobile Devices	P	Public Safety	1			35,000	35,000	35,000	35,000					70,000	70,000	70,000			7
Public Works Infrastructure Program	M	Public Works	3	1,762,000	1,300,000	2,025,000	1,300,000	1,680,500	1,300,000	2,771,513	1,300,000	1,718,050	1,718,050	9,957,063	6,918,050	6,168,050	750,000		101
Renovate/Reconstruct Emery Grover Building at Highland Avenue Location	M	Schools	2					1,605,200		13,089,300				14,694,500					57
CPA Rosemary Lake Camp and Trail	M	Community	3			250,000	250,000							250,000	250,000			250,000	168
CPA Rosemary Pool Complex Renovations	M	Community	2	15,800,000										15,800,000					162
School Copier Replacement	R	Schools	1	46,790	46,790	80,850	80,850	54,200	52,780	88,490	89,010	99,730	99,730	370,060	369,160	369,160			50
School Document Management System	M	Schools	1			106,400		72,400			178,800			178,800	178,800	178,800			54
School Furniture	R	Schools	1	45,000	45,000	44,806	44,806	25,000	25,000	45,000	45,000	25,000	25,000	184,806	184,806	184,806			44
School Technology Replacement	R	Schools	1	463,500	307,925	292,000	282,500	565,500	347,500	556,325	177,050	459,700		2,337,025	1,114,975	1,114,975			38
Specialty Equipment	M	Public Works	1	30,000	30,000	72,000	72,000	80,000	80,000	163,000	163,000	40,000	40,000	385,000	385,000	385,000			107
Sustain Hillside School as Swing Space	N	Schools	2							100,000		2,607,400		2,707,400					65
Technology Systems and Application Updates	N	General	1									100,000		100,000					15
Time Clock System	NB	Public Works	1	72,000										72,000					109
Town Common Redesign	m	Community	3			600,300	600,300							600,300	600,300			600,300	117

**Five Year Capital Improvement Plan
Preliminary Tier One Recommendations^
FY2018 - FY2022**

Title	Code*	Function	Cat*	2018 Department Request	Tier One Recommendatio n	2019 Department Request	Tier One Recommendatio n	2020 Department Request	Tier One Recommendatio n	2021 Department Request	Tier One Recommendatio n	2022 Department Request	Tier One Recommendatio n	Five Year Request	Five Year Tier One	Cash	Debt	Other	Page
Town Offices Replacement Furniture	N	General	1			25,000	25,000					25,000	25,000	50,000	50,000	50,000			1
Traffic Improvements	N	Public Works	2	249,000	249,000	50,000		50,000		50,000		50,000		449,000	249,000	249,000			111
CPA Trail Improvement Project - Needham Reservoir	M	Community	3	925,000	925,000									925,000	925,000			925,000	164

* Refer to the last page for code and cat (category) descriptions

Equipment and Technology	1	1,035,162	742,587	1,243,139	1,079,239	1,784,330	1,259,390	2,263,668	1,932,713	882,460	265,760	7,208,759	5,279,689	4,619,689		660,000
Buildings & Facilities	2	29,237,728	2,781,000	74,393,996	910,610	2,817,200	30,000	16,968,532	61,232	2,974,275	316,875	126,391,731	4,099,717	1,674,107	2,074,610	351,000
Infrastructure & Land	3	6,372,000	4,910,000	3,563,300	2,357,300	4,430,500	3,800,000	4,296,513	1,300,000	1,852,284	1,718,050	20,514,597	14,085,350	6,168,050	750,000	7,167,300
Fleet	4	686,409	646,305	1,957,131	1,634,339	1,190,076	968,000	341,381	500,000	722,665	722,665	4,897,662	4,471,309	3,804,970	666,339	
Totals		37,331,299	9,079,892	81,157,566	5,981,488	10,222,106	6,057,390	23,870,094	3,793,945	6,431,684	3,023,350	159,012,749	27,936,065	16,266,816	3,490,949	8,178,300

General Fund Cash Funding - All Groups			3,439,892		3,112,239		2,957,390		3,733,945		3,023,350		16,266,816
General Fund Debt Funding - All Groups			1,820,000		1,670,949								3,490,949
Other Financial Source - All Groups			3,820,000		1,198,300		3,100,000		60,000				8,178,300
Total General Fund/CPA Tier One Recommended			9,079,892		5,981,488		6,057,390		3,793,945		3,023,350		27,936,065

Recycling and Transfer Station Enterprise

Horizontal Grinder	N	RTS	1			819,000							819,000					126
Property Improvements	M	RTS	2	290,000	290,000	113,100						120,000	523,100	290,000	290,000			121
Stormwater Control at RTS	M	RTS	2			138,600	138,600						138,600	138,600	138,600			128
Transfer Station Floor Replacement	N	RTS	2	166,000	166,000								166,000	166,000	166,000			124

* Refer to the last page for code and cat (category) descriptions

Equipment and Technology	1			819,000									819,000			
Buildings & Facilities	2	456,000	456,000	251,700	138,600					120,000			827,700	594,600	594,600	
Infrastructure & Land	3															
Fleet	4	254,342	254,342			34,783	34,783			455,611	455,611	744,736	744,736	442,462	302,274	
Total - Recycling and Transfer Station Enterprise		710,342	710,342	1,070,700	138,600	34,783	34,783			575,611	455,611	2,391,436	1,339,336	1,037,062	302,274	

Cash Funding			460,342		138,600		34,783					153,337	787,062
Debt Funding			250,000									302,274	552,274
Other Financial Source													
Total - Recycling and Transfer Station Enterprise			710,342		138,600		34,783			455,611		1,339,336	

**Five Year Capital Improvement Plan
Preliminary Tier One Recommendations^
FY2018 - FY2022**

Title	Code*	Function	Cat*	2018 Department Request	Tier One Recommendatio n	2019 Department Request	Tier One Recommendatio n	2020 Department Request	Tier One Recommendatio n	2021 Department Request	Tier One Recommendatio n	2022 Department Request	Tier One Recommendatio n	Five Year Request	Five Year Tier One	Cash	Debt	Other	Page
Sewer Enterprise Fund																			
Sewer Main Extension Zone I and II	P	Sewer	3			510,000	510,000							510,000	510,000	510,000			134
Sewer Main Replacements	M	Sewer	3			100,000	100,000	500,000	500,000					600,000	600,000	100,000	500,000		136
Sewer Pump Station Improvements	M	Sewer	3	590,000	590,000			630,000	630,000	345,000	345,000	3,370,500	3,370,500	4,935,500	4,935,500	345,000	4,590,500		132
Sewer Service Connections	R	Sewer	3			50,000	50,000	50,000	50,000	50,000	50,000	50,000		200,000	150,000	150,000			138

* Refer to the last page for code and cat (category) descriptions

Equipment and Technology	1																		
Buildings & Facilities	2																		
Infrastructure & Land	3	590,000	590,000	660,000	660,000	1,180,000	1,180,000	395,000	395,000	3,420,500	3,370,500	6,245,500	6,195,500	1,105,000	5,090,500				
Fleet	4					609,249	609,249	60,046	60,046	643,923	643,923	1,313,218	1,313,218	1,313,218					
Total - Sewer Enterprise		590,000	590,000	660,000	660,000	1,789,249	1,789,249	455,046	455,046	4,064,423	4,014,423	7,558,718	7,508,718	2,418,218	5,090,500				

Cash Funding				660,000	659,249	455,046	643,923	2,418,218
Debt Funding		590,000			1,130,000		3,370,500	5,090,500
Other Financial Source								
Total - Sewer Enterprise		590,000	660,000	1,789,249	455,046	4,014,423	7,508,718	

Water Enterprise Fund

Birds Hill Water Tank	P	Water	3			200,000								200,000					149
Water Distribution Study	QB	Water	3					200,000						200,000					155
Water Distribution System Improvements	M	Water	3	1,261,750	1,261,750	36,500	36,500	4,975,000	4,975,000	97,000	97,000	443,500	443,500	6,813,750	6,813,750	1,313,750	5,500,000		146
Water Service Connections	R	Water	3	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000		1,000,000	800,000	800,000			142
Water Specialty Equipment	N	Water	1	132,000	132,000									132,000	132,000	132,000			144

* Refer to the last page for code and cat (category) descriptions

Equipment and Technology	1	132,000	132,000											132,000	132,000	132,000		
Buildings & Facilities	2																	
Infrastructure & Land	3	1,461,750	1,461,750	436,500	236,500	5,375,000	5,175,000	297,000	297,000	643,500	443,500	8,213,750	7,613,750	2,113,750	5,500,000			
Fleet	4	64,074	64,074	295,016	295,016	125,055	109,036	120,428	120,428	133,214	133,214	737,787	721,768	721,768				
Total - Water Enterprise		1,657,824	1,657,824	731,516	531,516	5,500,055	5,284,036	417,428	417,428	776,714	576,714	9,083,537	8,467,518	2,967,518	5,500,000			

Cash Funding		657,824	531,516	784,036	417,428	576,714	2,967,518
Debt Funding		1,000,000		4,500,000			5,500,000
Other Financial Source							
Total - Water Enterprise		1,657,824	531,516	5,284,036	417,428	576,714	8,467,518

Equipment & Technology - All	1	1,167,162	874,587	2,062,139	1,079,239	1,784,330	1,259,390	2,263,668	1,932,713	882,460	265,760	8,159,759	5,411,689	4,751,689	660,000	
Fleet - All	4	1,004,825	964,721	2,252,147	1,929,355	1,959,163	1,721,068	521,855	680,474	1,955,413	1,955,413	7,693,403	7,251,031	6,282,418	968,613	
Buildings & Facilities - All	2	29,693,728	3,237,000	74,645,696	1,049,210	2,817,200	30,000	16,968,532	61,232	3,094,275	316,875	127,219,431	4,694,317	2,268,707	2,074,610	351,000
Infrastructure & Land - All	3	8,423,750	6,961,750	4,659,800	3,253,800	10,985,500	10,155,000	4,988,513	1,992,000	5,916,284	5,532,050	34,973,847	27,894,600	9,386,800	11,340,500	7,167,300
Other - All																
TOTAL		40,289,465	12,038,058	83,619,782	7,311,604	17,546,193	13,165,458	24,742,568	4,666,419	11,848,432	8,070,098	178,046,440	45,251,637	22,689,614	14,383,723	8,178,300

FLEET		1,004,825	964,721	2,252,147	1,929,355	1,959,163	1,721,068	521,855	680,474	1,955,413	1,955,413	7,693,403	7,251,031
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**Five Year Capital Improvement Plan
Preliminary Tier One Recommendations^
FY2018 - FY2022**

Title	Code*	Function	Cat*	2018 Department Request	Tier One Recommendatio n	2019 Department Request	Tier One Recommendatio n	2020 Department Request	Tier One Recommendatio n	2021 Department Request	Tier One Recommendatio n	2022 Department Request	Tier One Recommendatio n	Five Year Request	Five Year Tier One	Cash	Debt	Other	Page
General Fleet Program																			
Core Fleet - Building	R	Public Safety	4									30,018		30,018					19
Core Fleet - DPF	R	Facilities	4	31,222	31,222	36,301		34,783		88,461				190,767	31,222	31,222			19
Core Fleet - DPW Garage	R	Public Works	4			56,054				36,000				92,054					19
Core Fleet - DPW General	R	Public Works	4	35,481	35,481	94,875		38,385				33,776		202,517	35,481	35,481			19
Core Fleet - DPW Highway	R	Public Works	4	34,729	34,729							150,369		185,098	34,729	34,729			19
Core Fleet - DPW Parks	R	Public Works	4	38,277	38,277	30,464								68,741	38,277	38,277			19
Core Fleet - Finance Assessing	R	General	4			35,758								35,758					19
Core Fleet - Fire	R	Public Safety	4					41,066		117,848				158,914					19
Core Fleet - Human Services	R	Community	4									100,240		100,240					19
Core Fleet - School	R	School	4	33,861	33,861									33,861	33,861	33,861			19
School Van Fleet	R	School	4	65,750	65,750	68,050		165,407		99,072		75,450		473,729	65,750	65,750			19
Snow and Ice Equipment	R	Public Works	4			87,240		554,197						641,437					19
Specialized Equipment - DPF	R	Facilities	4									71,066		71,066					19
Specialized Equipment - DPW Garage	R	Public Works	4									71,066		71,066					19
Specialized Equipment - DPW General	R	Public Works	4																19
Specialized Equipment - DPW Highway	R	Public Works	4	95,577	83,561	654,386		312,233				70,683		1,132,879	83,561	83,561			19
Specialized Equipment - DPW Parks	R	Public Works	4	104,098	98,747	227,664		44,005				119,997		495,764	98,747	98,747			19
Specialized Equipment - Fire	R	Public Safety	4	247,414	224,677	666,339	666,339							913,753	891,016	224,677	666,339		19
Fleet Program Funding***							968,000		968,000		500,000		722,665		3,158,665	3,158,665			19
Total - General Fund Fleet				686,409	646,305	1,957,131	1,634,339	1,190,076	968,000	341,381	500,000	722,665	722,665	4,897,662	4,471,309	3,804,970	666,339		
Cash Funding				686,409	646,305	1,957,131	968,000	1,190,076	968,000	341,381	500,000	722,665	722,665	4,174,997	3,082,305				
Debt Funding							666,339								666,339				
Other Financial Source																			
Total - General Fund Fleet				686,409	646,305	1,957,131	1,634,339	1,190,076	968,000	341,381	500,000	722,665	722,665	4,174,997	3,748,644				
Deferred					40,104		322,792		222,076		-158,619				1,149,018				
Total - General Fund Fleet				686,409	686,409	1,957,131	1,957,131	1,190,076	1,190,076	341,381	341,381	722,665	722,665	4,897,662					

* Refer to the last page for code and cat (category) descriptions

Cash CIP Including Fleet	4,086,197		4,080,239		3,925,390		4,233,945		3,746,015		19,349,121	
Debt CIP Including Fleet	1,820,000		2,337,288								4,157,288	
Other CIP Including Fleet	3,820,000		1,198,300		3,100,000		60,000				8,178,300	
General Fund Including Fleet	686,409	9,726,197	1,957,131	7,615,827	1,190,076	7,025,390	341,381	4,293,945	722,665	3,746,015	4,897,662	31,684,709

**Five Year Capital Improvement Plan
Preliminary Tier One Recommendations^
FY2018 - FY2022**

Title	Code*	Function	Cat*	2018 Department Request	Tier One Recommendation	2019 Department Request	Tier One Recommendation	2020 Department Request	Tier One Recommendation	2021 Department Request	Tier One Recommendation	2022 Department Request	Tier One Recommendation	Five Year Request	Five Year Tier One	Cash	Debt	Other	Page
Enterprise Fleet Program																			
Core Fleet	R	RTS	4					34,783	34,783					34,783	34,783	34,783			19
Specialized Equipment	R	RTS	4	254,342	254,342							455,611	455,611	709,953	709,953	407,679	302,274		19
Core Fleet	R	Sewer	4																19
Specialized Equipment	R	Sewer	4					609,249	609,249	60,046	60,046	643,923	643,923	1,313,218	1,313,218	1,313,218			19
Core Fleet	R	Water	4	64,074	64,074					120,428	120,428	62,148	62,148	246,650	246,650	246,650			19
Specialized Equipment	R	Water	4			295,016	295,016	125,055	109,036			71,066	71,066	491,137	475,118	475,118			19
																			19
Total - Enterprise Fleet***				318,416	318,416	295,016	295,016	769,087	753,068	180,474	180,474	1,232,748	1,232,748	2,795,741	2,779,722	2,477,448	302,274		19
TOTAL FLEET				\$1,004,825	\$964,721	\$2,252,147	\$1,929,355	\$1,959,163	\$1,721,068	\$521,855	\$680,474	\$1,955,413	\$1,955,413	\$7,693,403	\$7,251,031	\$6,282,418	\$968,613		

** Exclusive of any extraordinary capital recommendations

*** The actual equipment to be replaced will be determined in the scheduled year for replacement. The CIP assumes the estimated amount will be the minimum to be invested in that fiscal year.

- | | |
|--|-----------------------------|
| Code | Cat (Category) |
| B = Funding may be considered under the operating budget/special warrant article | 1 = Equipment or Technology |
| C = Recommendation is combined with other requests | 2 = Building or Facility |
| D = Recommendation is deferred or on hold pending other actions | 3 = Infrastructure |
| E = Emergency approval | 4 = Fleet |
| F = Funded appropriation outside the capital plan | |
| G = Request may not qualify as capital submission | |
| I = Project submission is incomplete or waiting additional information | |
| M = Submission has been modified from previous submission | |
| N = New submission with this CIP | |
| P = Project request has appeared in previous CIP's | |
| Q = Request does not qualify as a capital submission | |
| R = Request is a regularly occurring capital expense | |
| S = No recommendation; under study | |
| U = Urgent request based on identified conditions | |

Pink highlighted amounts indicate that all or portion of the funding may be funded by debt if recommended.



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

MEETING DATE: 12/06/2016

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
3.	BACK UP INFORMATION ATTACHED
	(Describe backup below) None

pd. check 11/25/16

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)	ERNEST A. STEEVES JR. (JAY)		
Event Manager Address	20 LAUREL DR. NEEDHAM MA 02492		
Event Manager Phone Number	617-584-7232		
Organization Representing (if applicable)	VILLAGE CLUB		
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 type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached Form of Proof: 501 C6 / SOCIAL CLUB		
Name of Event	BABY SHOWER / CHRISTINA HO		
Date of Event	11/26/2016		
License is for Sale of:	<input type="checkbox"/> Wines & Malt Beverages Only <input checked="" type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)		
Requested Time for Liquor License	FROM:	13:00	TO: 17:00
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?	100		
Name & address of event location. Please attach proof of permission to use this facility.	VILLAGE CLUB 83 MORTON ST. NEEDHAM MA 02492		
Who will be serving the alcohol to your guests?	TYLER COX		
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).	TYLER COX		
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.	GUESTS WILL PURCHASE FROM 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:	[Signature]		Date: 11/25/16

BOARD OF SELECTMEN

* MINUTES *

October 19, 2016

7:00 p.m.

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

After explaining the format for the meeting, Chairman Borrelli recognized Town Manager Kate Fitzpatrick, who discussed the Town's projects in the queue for next several years: Rosemary Pool Complex – the project is on track and is in the final stages of design, with expectations that there will be an article for the Complex at the May 2018 Town Meeting. DPW – the new complex for the DPW is under the direction of Weston and Sampson, who has recommended that the DPW facility be housed at 470 – 480 Dedham Avenue. There will be a shortage of approximately 14,000 SF using this site, which can be remedied by the construction of a seasonal storage building at the RTS (rather than the initially discussed location of Parcel 74). The overall project will be phased, with the first phase being the fuel island relocation (preliminary estimate at approximately \$1,000,000), which is proposed for funding at the 2017 Annual Town Meeting. Phase two would be the construction of the seasonal storage shed at the RTS (preliminary estimate approximately \$6,000,000), which is proposed for design funding in FY2018. The third phase would be the construction of a new facility at 470 Dedham Avenue (preliminary estimate approximately \$37,000,000). Police and Fire Station – the feasibility study for Station #2 and the Public Safety Building is underway, with a request for additional schematic design funding recommended for the 2017 Annual Town Meeting. Very preliminary cost estimates are in the \$65,000,000 range for both buildings, and the recommendation in the Capital Plan will be for debt exclusion funding in 2018. Memorial Park Feasibility Study – Winter Street has been selected to conduct the feasibility study.

Chairman Borrelli recognized School Superintendent Dan Gutekanst who, after introducing new High School Principal Aaron Sicotte and thanking the audience for its support of Needham's children, spoke about the School Department projects. Hillside – if the override passes, the new Hillside School may open in 2019, which would allow for the implementation of full-day kindergarten. High School Expansion – although the High School is less than ten years old, it has run out of space for the needs of the growing population. The school needs more core classroom space. Originally designed for 1,450 students, today's enrollment is 1,670 and it is projected to continue to rise to 1,800 students before it levels off. As much repurposing of the existing space that can be done has been done, with 61% of teachers sharing classroom space. School Administration Building

(Emery Grover) – Once the existing Hillside School is available for use as swing space, the School Department hopes to renovate the School Administration Building. The current building doesn't meet building codes, is not ADA accessible, is not secure and does not meet the needs of the School Administration. Pollard Feasibility – this study will help to identify improvements that can be staged over time to address the needs of the school. Mitchell Elementary – the MSBA will allow for only one project at a time, therefore the School Department will do whatever is required to extend the useful life of the current Mitchell School building, including the use of the very sturdy modular classrooms.

Chairman Borrelli stated the Selectmen's support of the School Department's projects. He then listed committees/boards represented at the meeting: in addition to the Board of Selectmen and School Committee, he recognized the Finance Committee, Park & Recreation Commission, Planning Board, Memorial Park Trustees, Board of Health, Council on Aging, Permanent Public Building Committee, Community Preservation Committee, Conservation Commission and Board of Library Trustees. Chairman Borrelli then opened the discussion to the attending Boards and Committees.

Sue Neckes spoke on behalf of the School Committee. Ms. Neckes expressed thanks to the audience for its support of the Hillside project and said that she is hopeful that the District will have the support of voters on November 8th. Ms. Neckes stated that the High School is a high priority, the cafeteria expansion is wonderful and the School Department is grateful. She said that the School Committee is looking forward now that the designer has been selected for Phase II of the High School feasibility study.

Christopher Gerstel spoke on behalf of the Park & Recreation Commission. Mr. Gerstel thanked the Board of Selectmen and Town Manager for pulling the meeting together. The Commission will be going to Town Meeting in the spring to seek construction funding for the Rosemary Recreation Complex. Mr. Gerstel listed the following other projects as priorities for the Commission: bathrooms at Cricket Field, camp grounds at Rosemary, Charles River Boat Launch construction, Cricket Field repair and renovation, Claxton Field repairs, synthetic turf replacements, and repair of sink holes at DeFazio. Mr. Gerstel stated that the Park & Recreation Commission and the Board of Selectmen will be meeting jointly on Monday, October 24 to review all aspects of the Rosemary Recreation Complex and will open up for comments and suggestions including the expanded use of the building.

James Healy spoke on behalf of the Memorial Park Trustees. Mr. Healy began by explaining that the Trustees oversee an area of land and a field house, which was initially created by volunteers in 1921 who cleared the land, and then in the 1950s it was again volunteers who built the field house, and in 1985 it was volunteers who built the second floor onto the field house. All of this was done without the

use of taxpayer dollars. Mr. Healy stated that the Town's help is now needed to fix the field house. It is in disrepair, not code compliant, not ADA compliant and the conference meeting rooms are all housed on the second floor, which is not ADA accessible. Mr. Healy said that the field house is used for Memorial Day and Veterans Day services, and also by many school and athletic teams. The first floor houses DPW equipment and supplies and also contains a concession stand. Mr. Healy stated that the building and land is in a great central location and could be used more. He asked that the feasibility study be done in the beginning months of 2017, so that funds can be requested at the 2017 Annual Town Meeting.

Janet Bernardo spoke on behalf of the Conservation Commission. At this time the Conservation Commission is not looking to purchase any land. She stated that the Commission is working with the Park & Recreation Commission on the trails project – the biggest being the Reservoir Trail, which is proposed for funding at approximately \$1,000,000 at the 2017 Annual Town Meeting.

Rose Doherty spoke on behalf of the Library Trustees. The new Library is now ten years old and replacement of furniture and carpeting are proposed. The Trustees are also recommending the implementation of a radio frequency identification system for the collection.

Gary Crossen spoke on behalf of the Community Preservation Committee (CPC). Mr. Crossen said that it is important for the Community Preservation Committee to understand the Town's priorities. The Committee is now in the process of accepting applications to be reviewed for this year's submission to the 2017 Annual Town Meeting. Mr. Crossen stated that the Rosemary Complex is the largest project and is number one on the CPC's agenda. The CPC may provide a substantial amount towards this project. The Committee has been briefed on the Emery Grover project, but has no project request yet.

George Kent spoke on behalf of the Permanent Public Building Committee (PPBC). Mr. Kent stated that the PPBC executes projects on time and on budget. He stated that the PPBC would be returning funds to the Town from the summer project at the High School cafeteria. The PPBC just finished its 20th year and will be creating a historical perspective report, which should be available by the 2017 Annual Town Meeting. Mr. Kent explained that for the High School project, the PPBC is not only looking at stated space needs but is stepping back to look at the educational aspects that might minimize or confirm the need for additional space. The PPBC has hired a firm that will begin at that point and then move on to addressing how to meet those needs. There is no schedule as yet for the project. There needs to be a lot of vetting for the project before pushing ahead to Town Meeting. He stated that the PPBC will try for the 2017 Annual Town Meeting, but may need to wait until the Fall Special Town Meeting. Mr. Kent addressed the Hillside project and the plan for accelerating the project if possible. He said the timing will depend on the MSBA, and that the plan should be set by this spring.

Mr. Paul Alpert spoke on behalf of the Planning Board. Mr. Alpert stated that the Planning Board has nothing to add, they are not in a position to spend the Town's money, but that the Planning Board would help with zoning wherever possible.

Rick Zimbone spoke on behalf of the Finance Committee. Mr. Zimbone thanked and commended the Board of Selectmen and Town Manager for taking this important step in the process. In the past, there was reliance on the master plan, but it is important to hear the perspectives of each respective Board/Committee. He said that dialog is needed during this period of operating with high capital needs and limited funds. The Finance Committee tries to stay within the debt limits. Mr. Zimbone pointed out that the Town's debt obligation could reach the 13% level in the 2022/2023 period, according to Finance Director Dave Davison's assumptions. He said that the Finance Committee encourages everyone to establish priorities, with the emphasis on feasibility studies first. The Finance Committee encourages input from all committees to weigh in during the early stages of any project. Mr. Zimbone outlined the priorities of the Finance Committee by stating that they should be set where there is day to day occupancy by Town/School employees or school children. The Finance Committee is concerned about the environments at the Emery Grover Building and the Public Safety Buildings and the employees who have to work in them. He stated that the Town should provide employees with the best possible working conditions.

Chairman Borrelli asked the audience if there were any additional comments. There were none.

8:05 p.m. Motion by Mr. Handel that the meeting be adjourned. Ms. Cooley seconded the motion. Unanimously approved 4-0.

BOARD OF SELECTMEN

* MINUTES *

October 24, 2016

7:00 p.m.

A joint meeting of the Board of Selectmen and Park & Recreation Commission was convened by Park & Recreation Chairman Matt Toolan and Board of Selectmen Chairman Matthew Borrelli at the Needham Town Hall. Present were Ms. Marianne Cooley, Mr. Daniel Matthews, Mr. John Bulian, Mr. Maurice Handel, and Town Manager Kate Fitzpatrick.

Present for the Park and Recreation Commission were Chris Gerstel, Cindy Chaston, Michelle Geddes, and Dave DiCicco.

Mr. Toolan and Mr. Borrelli welcomed members of the community. Mr. Toolan gave an overview of the Rosemary Recreation Complex highlighting the 2016 key decisions and inputs, proposed timelines, pool layout, building overview, and programming ideas. The floor was then opened for questions.

What will be the view from the building? What will the exterior look like in terms of trees? Why doesn't the multipurpose room have divider doors? The plan is to keep as many trees as possible at the site. The project will have a 1:1 or possibly a 2:1 tree replacement. Divider doors will not work with the layout due to fire code.

What happens to the pool in the winter? The pool will be covered during the off seasons.

Between Hillside and Nehoiden Streets there is access to the Rosemary Trail through a drainage area. What are the Town's rights to enter the trail? The trail is currently used throughout the year, and Park and Recreation is working on plans for improvements to the trail and adjacent camp property.

The access road to the facility needs to have clear visibility for safety reasons. The bushes near the entrance make it hard to see around the corner.

What type of roof line will the buildings have? Part will have a shed roof and part will have a sloped roof.

In the past, the lake has been drained every year for pool set-up. What will the impact be if the lake is no longer drained? What about invasive species? The lake will be monitored for impacts from not draining. The project is under review by the Conservation Commission who will determine what needs to be done with invasive species within the project scope of work.

When will the dredging take place? The DPW is overseeing the sediment removal project. DPW is in early stages of permitting, but hopes to be able to start the work in late summer 2017.

Is the building all new or will part of the building be the old building? The two backside walls will remain part of the building. Everything else will be new construction.

Please remember the seniors when planning programs!

Could the bottom of the pool be painted a darker color to help heat the pool? It is not likely to meet pool code, for safety, but Park and Recreation will confirm whether it is an option or not.

I would like to suggest fitness stations along the Rosemary Trail be added. Will the building have solar panels? The building will be solar ready.

The facility should be named something that is all encompassing, rather than just Rosemary Pool.

Sailing would be a great addition to Rosemary. The Needham High School Sailing team likes the idea and hopes it can draw in people at a younger age to help grow their program. They also like that practices could be closer to the high school.

Are there enough bathrooms for the upper floor? Seems like a lot for downstairs but not upstairs. State code determines the number of bathrooms or showers. Both the upstairs and downstairs meet the required codes.

Can basketball and volleyball be played in the multi-purpose room? The multi-purpose room will not be a gym. The Commission will explore some form of basketball outdoors.

Are there any plans to fix-up Chambers Cove for the model yacht group? The trucks used for the dredging project will work out of Chambers Cove. At the conclusion of the project, the area will be restored.

The fence around the pool should only enclose the pool and not the open space on the property.

Would residents be able to rent space in the building? Yes rentals would be available when the room is not in use by Park and Recreation.

What happens if the construction funding doesn't pass? The Town would not have a public outdoor pool. The site would need to be decommissioned.

Will there be any opportunity for sponsorships? At this point in time, the Town is not considering that for this project but might look at it for equipment and extras.

Right now the pool is very affordable for families. Please keep in mind that not everyone can afford high fees for a membership, which is why they join Rosemary and not a private pool. It is the intention of the Commission to keep prices at an affordable rate.

How will kayaking and canoeing be different at Rosemary versus Charles River Canoe and Kayak? It would be more program-based as opposed to rentals. It is also located in Needham.

Moving forward as we get closer to Town Meeting there should be a designated staff person for the facility, the Health Department should work with Park and Recreation to promote the project, and program options should be looked at quarterly.

Mr. Toolan asked if any members of the two boards had comments or questions. Mr. Borrelli thanked the Commission for offering the joint session, and everyone for coming and giving their input on the project.

8:30 p.m. Motion: Mr. Bulian moved that the meeting be adjourned. Mr. Handel seconded the motion. Unanimous: 5-0.

**Town of Needham
Board of Selectmen
Minutes for November 22, 2016
Needham Town Hall**

6:00 p.m. Executive Session:
A meeting of the Board of Selectmen was convened by Chairman Matthew D. Borrelli. Those present were Maurice P. Handel, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, Town Manager Kate Fitzpatrick. Recording Secretary Mary Hunt joined the meeting at 6:45 p.m.

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

Exception 6 - To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

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

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

7:00 p.m. Giving Tuesday Proclamation:
Annie Healy, Member Services Manager, Newton/Needham Regional Chamber of Commerce met with the Board requesting the Town of Needham officially proclaim Tuesday, November 29, 2016 as Giving Tuesday. Ms. Healy said Giving Tuesday, considered a global day of giving, is designed to celebrate and provide incentives to support local non-profit causes, build stronger communities, and consider the needs of others.

Ms. Cooley read a Proclamation recognizing Tuesday, November 29, 2016 as Giving Tuesday in the Town of Needham.

Motion by Mr. Handel that the Board of Selectmen hereby proclaims November 29, 2016 as Giving Tuesday in the Town of Needham, and encourages all citizens to remember the many Needham-based non-profits when making their year-end contributions as we join together to give back to the community in any way that is personally meaningful.

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

7:04 p.m. Public Hearing: Tax Classification
Chip Davis, Director of Assessing, and members of the Board of Assessors including Tom Colarusso, Secretary, and Ted Owens appeared before the Board regarding the allocation of the fiscal year 2017 tax levy among the various classes of property in Town.

Mr. Colarusso read prepared remarks from the "Assessor's Report FY2017" noting that the combination of a minor downward depreciation adjustment, as well as a slight deceleration in the skyrocketing residential real estate market that Needham has experienced over the last several years has kept the assessments level for the most part in the single family realm when comparing FY2016 to FY2017 values. He said it appears that should this market continue on its present course, upward adjustments to land values, driven by teardown sales, will be required to meet DOR statistical requirements in the next year or two. Mr. Colarusso commented although the chart in the handout papers appears to show that condominium prices have fallen dramatically in calendar year 2016, that is not really the case. He noted the \$660,000 median sale price of calendar 2015 was driven by the sale of numerous very high priced, newly constructed condominium units. He said the result was a rise in the value of older condominiums throughout Town, which basically "rose with the tide." He said these smaller units are now selling for more than they did in the last year or two. He cited examples saying the two largest complexes in Town, which have the smallest units of square footage and the lowest sale price, have increased in value while lowering the median sale price of condominium units as a whole. He commented it is likely the sale of units in the \$800,000 to \$1,000,000 now under construction, will boost the median sale price again in calendar year 2017. Mr. Colarusso commented the ongoing work at Needham Crossing is beginning to reflect an increase in rents for commercial office space and the imminent conclusion of work on Route 128 will also play a role in continuing the upward movement. Mr. Colarusso commented the rapid growth of business personal property paused to "catch its collective breath" in FY2017 after a dramatic run up last year caused by the replacement of file cabinets and phone systems with high technology equipment in newly constructed facilities. He said the upward trend appears poised to get back on track as the old General Dynamic facilities are replaced with hotels and prime 21st century office space. Mr. Colarusso concluded saying the Assessor's Office processed thousands of auto excise bills as well as numerous applications for Excise and Real Estate abatements, multiple statutory exemption requests and daily information requests from internal and external sources.

Mr. Davis reviewed with the Board information contained in a handout titled "Town of Needham Classification Hearing FY2017." Mr. Davis commented the factor to be voted upon is 0.8804718.

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

Mr. Borrelli asked for Board comment. No comments were made.

Motion by Mr. Bulian that the Board of Selectmen establish a residential factor of 0.8804718 for the purpose of setting the Fiscal Year 2017 tax rates. Second: Mr. Handel. Unanimously approved 5-0.

7:14 p.m. Appointments and Consent Agenda:
Motion by Mr. Handel that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS

1. **Council on Aging** Gary Crossen (term expires 6/30/2018)
Mary Elizabeth Weadock (term expires 6/30/2019)

2. **Technology Advisory Board** Matthew Howell (term expires 6/30/2019)

CONSENT AGENDA

1. **Ratify a Special One Day Wines & Malt Beverages Only license for Amy Sinclair of Trip Advisor, who hosted an event for HSMAI on November 16, 2016 from 3:00 p.m. to 7:00 p.m. The event was held at Trip Advisor, 400 1st Avenue, Needham.**
2. **Approve and sign the integrated collective bargaining agreement between the Town of Needham and the Police Superior Officers Association dated July 1, 2016 through June 30, 2019.**
3. **Approve open session minutes of October 18, 2016 and November 9, 2016.**
4. **Accept the gift of two Koralex II, American made polyester United States Flags from the Norfolk Lodge A.F. & A.M. for the Needham Town Common and the Needham Heights Common to use during the winter months.**
5. **Water & Sewer Abatement Order #1226.**

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

7:15 p.m. Cable Television RCN Renewal License Transfer Hearing - Continued:
Mr. Borrelli referred to the Board of Selectmen meeting on November 9, 2016 in which a public hearing was held as required by the regulations of the Massachusetts Division of Telecommunications and Cable ("DTC") at 207 CMR. 4.00 and Section 2.6 (g) of the current RCN Renewal License. He noted the Board requested and received additional documentation from the Transferor/Transferee and that the Board voted to hold the record open for additional public comment until November 22, 2016. He said no comments have been received to date.

Motion by Mr. Bulian that the Board of Selectmen, as statutory Issuing Authority, vote to grant the transfer of the RCN Cable Television Renewal License in Needham, dated July 10, 2012, operated by RCN Telecom Services of Massachusetts, LLC from Yankee Cable Partners, LLC to TPG Capital, which will operate the Needham RCN Renewal License under the ownership and control of its affiliate, Radiate Holdings, L.P.

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

7:16 p.m. Mr. Bulian asked discussion of Eversource Energy West Roxbury to Needham Reliability Project be delayed until later in the evening.

7:16 p.m.

Director of Public Works:

Richard P. Merson, DPW Director appeared before the Board with two items to discuss:

1. 2016 Water Restriction Report

Mr. Merson remarked the 2016 Water Restriction on outdoor uses concluded on September 30, 2016. He said due to continued drought conditions in the Northeast a greater restriction was adopted in later July. He said the combination of these efforts initially appears to have had a positive, albeit slight, impact yielding a reduction in consumption of approximately 35 million gallons. Mr. Merson said production from the well field is about 12% less than 2015 offset by an increase of 8.1% from the MWRA. Mr. Merson commented the DPW continued to monitor usage during restriction periods, noting nearly 1600 violation letters were issued for the season.

Mr. Borrelli asked for Board comment.

Mr. Matthews asked about fines and the number of cases that actually ended up having a hearing before the magistrate. Mr. Merson said the initial cases were dismissed, and that the Town has two groups of additional hearings scheduled before the court.

Ms. Cooley, noting the water consumption chart, asked the cause in the jump of consumption in November and December FY2014. Mr. Merson said he thought the jump in consumption was due to the mandate the Town was under to stay below a certain amount at the well field. Discussion ensued on the amount of water necessary for lawns, and the possibility of a message targeted to specific residents.

Mr. Borrelli commented on the number of violations, personnel, effort, going to court, and wondered if the Town is "striking the right balance?" He said that while the impact has been positive, he asked if there may be a more efficient way to handle the process.

Mr. Matthews suggested the Town be systematic in the way it works with the court, making sure the court understands Needham is working under a mandate, and that the case flow is organized so work can be done in an expeditious manner.

2. Downtown Improvement/Streetscape Project Update

Mr. Merson explained work on the Downtown Improvement Project continues during overnight hours. He said installation of curbing, light bases, and conduit will continue through December 2016.

Mr. Handel commented communication with businesses has been helpful. He asked about the condition of the sidewalks when it snows and how will businesses be affected? Mr. Merson said it will be a challenge keeping sidewalks clear and that the DPW is currently discussing the kinds of service that will be necessary. Mr.

Handel suggested better signage making sure residents know it is okay to park on Great Plain Avenue during the daytime.

7:43 p.m. Eversource Energy West Roxbury to Needham Reliability Project:

Kate Fitzpatrick, Town Manager reminded the Board that at its meeting on October 4, 2016 it referred the subject of the Eversource Project to the Board of Health for its consideration. She said representatives of Eversource Energy met with the Board of Health on November 10, 2016. Timothy McDonald, Director, Needham Public Health appeared before the Board with an update on those discussions.

Mr. McDonald said staff from the Public Health Department and the Board of Health reviewed the Draft Environmental Impact Report, the Electrical and Magnetic Field Modeling Analysis, and a handful of scientific studies and medical journal articles about EMF and health. He said it is important to recognize EMF's are already in everyday objects people use. He noted the Eversource Energy proposal is to take two overhead lines and move one line underground. He commented modeling analysis shows the EMFs would drop off considerably along the right-of-way as a result of having one overhead line rather than two. He also commented the underground line would have very low levels of exposure because the line is 6ft-8ft underground, and because rates of exposure in going through the street would mean the person passing underneath on the ROW would get a higher level of exposure than someone who is walking over an underground conduit. He said in either case it would not be considered a health hazard based on both Massachusetts and international standards of safe levels of exposure. Mr. McDonald summarized using an electric can opener would have a higher level of exposure. He stated the Needham Public Health Department concluded "that this project does not constitute a clear threat to the health and wellness of Needham residents along the project's planned route" as stated in the Needham Board of Health letter to the Board of Selectmen dated November 14, 2016. Mr. McDonald said given that people may have questions about the independence of outside experts, the Board of Health, as an impartial party, offered its services to either the Board of Selectmen or to Eversource Energy to be present at a public hearing to hear additional concerns or if the public had further questions.

Mr. Borrelli concurred with Mr. McDonald's suggestion of attending a public hearing, as one will be scheduled in the future. He commented people must understand the timing of the project and the impact to neighborhoods.

Mr. Handel commented on the potential effect of fear, saying one way to mitigate the fear is to understand how common it is to have underground wiring in urban areas. He asked Mr. McDonald for comment.

Mr. McDonald said documentation from Eversource Energy shows there are substantial numbers of underground transmission lines in the Southwest suburbs and are more common in Boston. He listed examples of underground lines going

into Newton to Brighton, and Hyde Park to Milton. Mr. Borrelli concurred lines are underground throughout the nation.

The Board thanked Mr. McDonald for the update.

7:53 p.m.

Town Manager:

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

1. CPA Project Requests

Ms. Fitzpatrick asked the Board to endorse applications for submittal to the Community Preservation Committee for projects on land under the Board's jurisdiction. She noted applications are due by December 1, 2016, and once all applications have been submitted they will be presented to the Board at a future meeting for discussion. Ms. Fitzpatrick said many of the projects (and corresponding funding amounts) will continue to be refined leading up to the 2017 Annual Town Meeting. She commented the Community Preservation Committee will consult with the Board prior to its public hearing during the winter of 2017.

Motion by Mr. Handel that the Board vote to endorse the following applications for submittal to the Community Preservation Committee for the FY2018 funding round:

1. **Hillside School Walking Trails - Joint application with the School Committee as the Wellesley land is licensed by the Town**
2. **Rosemary Lake Sediment Removal**
3. **Needham Accessible Reservoir Trail**
4. **Preservation of Open Space - Purchase of Land - Placeholder**

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

2. FY2018 Budget Consultation: Best Practices & Budget Priorities and Capital Improvement Policies

Ms. Fitzpatrick discussed the Board's annual statement of operating budget priorities, and proposed the inclusion of a statement of budgeting best practices. Ms. Fitzpatrick said she is interested to hear comment from the Board, noting a vote by the Board would take place at a future meeting.

She also asked the Board consider a revision of the Capital Improvement Policies incorporating the newly created Debt Service Stabilization Fund, adopted in November 2015. She said Board comments are welcome, and a vote could be taken at the next Board of Selectmen meeting on December 6, 2016.

3. Preliminary CIP FY2018

Ms. Fitzpatrick discussed with the Board the preliminary FY2018 cash capital and debt-financed project submissions. She highlighted key items including Public Safety Complex/Station #2, DPW Seasonal Storage Facility at RTS, Fuel Island

Relocation and Upgrade, Needham High School upgrades, Pollard Middle School bathroom upgrades, Rosemary Pool Complex Renovations, Trail Improvements - Needham Reservoir, Traffic Improvements, and Memorial Park Buildings and Grounds Improvements. She noted a full discussion of the FY2018-FY2022 projects will occur at the Board's meeting on December 6, 2016, with final approval of the Capital Improvement Plan scheduled for December 20, 2016.

The Board thanked Ms. Fitzpatrick, Dave Davison, Christopher Coleman, Tim McDonald, and Tatiana Swanson for their work.

8:15 p.m.

Board Discussion:

1. Minuteman School District Status

Mr. Matthews referred to prior discussions regarding whether or not the Town of Needham should respond to the vote taken by the Town of Belmont to initiate the process of Belmont withdrawing from the Minuteman School District. He commented that while it is felt the district would be stronger with the Town of Belmont, the decision by Belmont to leave the district is in accordance with the Regional Agreement. He said it was agreed by the Board of Selectmen and the Needham Minuteman Advisory Committee, notwithstanding concerns, that it would be procedurally challenging to object to the withdrawal, prolong existing governance, and end up costing more for the Town of Needham. He recommended Needham take no action.

Motion by Mr. Matthews that the Board vote to take no action on the notice of the intent to withdraw from the Minuteman Regional Vocational Technical School District received from the Town of Belmont.

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

2. Committee Reports

No Committee Reports were made.

8:20 p.m.

Adjourn:

Motion by Mr. Bulian that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of November 22, 2016.

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

**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)	ERNEST A STEEVES FR. (JAY)		
Event Manager Address	20 LAUREL DR. NEEDHAM MA 02492		
Event Manager Phone Number	617-584-1232		
Organization Representing (if applicable)	VILLAGE CLUB		
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 type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached		Form of Proof: 501 Cb
Name of Event	DANA FARBER FUND RAISER / Pam Grass		
Date of Event	12/03/16		
License is for Sale of:	<input type="checkbox"/> Wines & Malt Beverages Only <input checked="" type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)		
Requested Time for Liquor License	FROM:	TO:	
	19:00	23:00	
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?	100		
Name & address of event location. Please attach proof of permission to use this facility.	83 MORTON ST. NEEDHAM MA 02492 / VILLAGE CLUB		
Who will be serving the alcohol to your guests?	TYLER COX / BARTENDER		
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).	TYLER COX		
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.	PURCHASE FROM 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:	E. JAY (JAY)		Date: 11/30/16



**Town of Needham, Massachusetts
Town Common
Event Form**

INTERNAL USE ONLY

DPW Police
 Fire OTM

Name of Event: Needham Winter Solstice USH Walk	Name of Organization: Arts for USH - in transition from Kidz b Kidz www.kidzblkidz.org
---	---

Organization Mailing Address: 1544 Central Ave. Needham MA 02492	<input checked="" type="checkbox"/> Organization is Not-for-Profit
--	---

Primary Contact: Nancy Corderman	Contact Title: President
--	------------------------------------

Contact Address:
1544 Central Ave Needham, MA. 02492

Contact Phone (Day): 781-444-5766	Contact Phone (Cell): 781-838-0204
---	--

Contact Email: info@kidzblkidz.org

Event Date(s) and Rain date: December 21, 2016	Event Time(s): set up at 5:00 pm 6:00 - 7:00 pm = exhibit and walk
--	--

Public Space being requested:

~~Avery Common at the Heights~~
Town Common

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

Are participants charged a fee? YES NO

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

What will be done in case of inclement weather?

Event will continue regardless of inclement weather

What activities are planned for the event?

We will shine lights on an exhibit portraits of people who have Usher syndrome to give a face and voice to this rare disease. Followed by a walk through the Heights shining lights.

Describe electrical needs for event, and list specific requests.

Possible lights and projector may need electricity or we will do battery operated equipment

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

potentially using a sound system at beginning and end of walk while exhibit is on display.

Will there be any food served? (contact Needham Health Dept: 781-455-4500 x262)

No

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

we will have lights shining on the common as well as giving everyone flashlights and glow necklaces for walking

Will portable toilets be used? List locations.

No

What is the plan to handle trash?

Remove any trash at cleanup

List additional information related to the success of your event.

We would like to bring media attention to the community raising awareness for this very rare disease

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

- ***certificate of insurance***



Town of Needham, Massachusetts Road Event Form

INTERNAL USE ONLY

DPW
 Fire
 Park & Rec
 PFD

Police
 OTM
 Paid

Rec'd 25 check 11-16-11

TYPE OF EVENT: (check all that apply)

RUN WALK BICYCLE MOTORCYCLE

Name of Event:

Needham Winter Solstice USH Walk

Name of Organization:

Arts for USH - in transtion from Kidz b Kidz
www.kidzbkidz.org

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

If yes, name of Town and date:

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:

1544 Central Ave. Needham MA 02492

Organization is Not-for-Profit

Organization Billing Address (if Police Detail is required):

Same as above

Primary Contact:

Nancy Corderman

Contact Title:

President

Contact Address:

1544 Central Ave. Needham, MA. 02492

Contact Phone (Day):

781-444-5766

Contact Phone (Cell):

781-838-0204

Contact Email:

info@kidzbkidz.org

Event Date(s): December 21, 2016	Date Expected to be in Needham: December 21, 2016
Earliest Time Expected in Needham: Set up at 5:00 pm event starts gathering at 6:00 pm walk starts at 6:30 pm	Latest Time Expected in Needham: walk ends at 7:00 pm clean up ends 7:30 pm
Number of Expected Participants:	Number of Expected Spectators at Peak Time:
Are participants charged a fee? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Estimated Number of Vehicles:	What type of Parking is required:
Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked: Parking in surrounding public lots in Needham Heights	
Are event organizers available to meet with members of the Town to plan event? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Do event organizers foresee the need for any road closures (subject to police review)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
What will be done in case of inclement weather? Walk will be held regardless of inclement weather	
Will neighborhoods be impacted by parking and traffic? No	
What activities are planned for the start of the race (if in Needham)? We will have an exhibit on the Heights Common of lights shining on portraits of people with Usher syndrome to give a face and voice to this cause. Then we begin the walk <i>Display will be attended at ALL times.</i>	
What activities are planned for the end of the race (if in Needham)? At the end of the walk, we would like to invite people back to the Heights commons for a thank you or possible reception following at village club.	

What facilities are needed for the start of the race (if in Needham)?	
None	
What facilities are needed for the end of the race (if in Needham)?	
None	
Once the event begins, how long will it take to complete the event?	
1.5 hours- including exhibit and walk	
Are signs requested to post at the start of the race? At the end of the race? Are signs requested for along the route?	No
Will volunteers be placed along the route?	No
Will you be using a sound system? (includes music) If yes, please describe where and when it will be used.	potentially using a sound system at beginning and end of walk.
Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)	No
Will portable toilets be used? List locations.	No
Will hydration stops be set up along route? If yes, please include these on route plan.	No
If the event takes place after dark, what is the plan to meet lighting needs?	Every walker will have a flashlight and glow necklace
What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?	All medical emergencies will be called in to police/ambulance
Does the event take place during commuter times?	perhaps
Is school in session during the event? Will school drop off or pick up be impacted by the event?	No
Are businesses open during the time of the event?	some
Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)	No

<p><i>Are there any churches/houses of worship located along the event route? Will church/house of worship services take place during the event?</i></p>	<p>no</p>
<p><i>What is the plan to handle trash?</i></p>	<p>We will remove any trash at clean up after the walk.</p>

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.

Needham Winter Solstice USH Walk - Internet Explorer
https://www.google.com/maps/d/viewer?mid=1mclUtludVOWFAKzDmb4XMHBJPK

Needham Winter Solstice ...

File Edit View Favorites Tools Help

Benefit Strategies, LLC in ... Google Needham, MA - Contract ... Outlook Web App SchoolDude - ToolBox Lo... Web Slice Gallery Suggested Sites

Needham Winter Solsti... Sign in

5 views
SHARE

- Town Hall Common**
 - Needham Town Common
- VFW Needham**
 - Veterans of Foreign Wars
- Directions from Needham Town Comm...**
 - Needham Town Common
 - Veterans of Foreign Wars

Made with Google My Maps

Map data ©2016 Google Terms 200 ft

Google My Maps

11:52 AM
11/21/2016

TREE CITY USA

Application for Recertification

Mail completed application with requested attachments to your state forester no later than December 31.
 The TREE CITY USA award is in recognition of work completed by the community during the calendar year.
 Please provide information for the year ending _____
 (Some states require information in addition to the requested on this application. Check with your state foresters.)

As Chairman of Board of Selectmen of the community of Needham, MA
 (Title - Mayor or other city official)

I herewith make application for this community to be officially recertified as a Tree City USA for 2016, having achieved the standards set forth by The National Arbor Day Foundation as noted below. (year)

Standard 1: A Tree Board or Department

List board members, and meeting dates for the past year; or name of city department and manager.

Town of Needham Department of Public Works Director Richard P. Merson

Standard 2: A Community Tree Ordinance

Check One: Our ordinance as last submitted is unchanged and still in effect.
 Our ordinance has been changed. The new version is attached.

Standard 3: A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita

Total community forestry expenditures \$ 400,093.20
 Community populations 30,205

Attach annual work plan outlining the work carried out during the past year. Attach breakdown of community forestry expenditures.

Standard 4: An Arbor Day Observance and Proclamation

Date observance was held 4/29/16

Attach program of activities and/or news coverage. Attach Arbor Day proclamation.

	Chairman of Board of Selectmen	
Signature	Title	Date

Please type or print the following:

Mayor or equivalent:

Name: Matthew Borrelli
 Title: Chairman of Board of Selectmen
 Address: 1471 Highland Ave.
 City, State, Zip: Needham, MA 02492
 Phone #: (781) 455-7500, Ext. 204
 Email: none

City Forestry Contact:

Name: Edward Olsen
 Title: Superintendent, Parks & Forestry Division
 Address: 500 Dedham Ave.
 City, State, Zip: Needham, MA 02492
 Phone #: (781) 455-7550, Ext. 316
 Email: eolsen@needhamma.gov

NOTE: Application will not be processed without Standard 3 and 4 attachments.

Certification

(To Be Completed By The State Forester)

 (Community)

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be recertified as a Tree City USA, for the _____ calendar year, having in my opinion met the four standards of achievement in urban forestry.

Signed _____ State Forester _____ Date _____

Person in State Forester's Office who should receive recognition material:

Name: _____ UPS Address: _____
 Title: _____ City, State, Zip: _____
 Agency: _____ PH #: _____ Email: _____

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

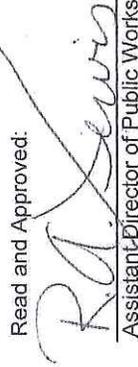
WHEREAS the appropriate divisions of the Department of Public Works have submitted to you the following commitment(s) on the dates listed below for the collection of water, sewer revenue and

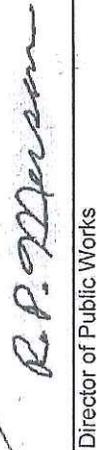
WHEREAS certain inadvertent error(s) were made in said commitment(s), it is hereby requested that you abate these particular account(s) in the amount(s) stated below.

Water Sales:	-\$430.00
Water Irrigation:	-\$950.35
Water Admin Fees	\$0.00
Sewer Sales:	-\$781.00
Transfer Station Charges:	\$0.00
Total Abatement:	-\$2,161.35

Order #: 1227

Read and Approved:


Assistant Director of Public Works


Director of Public Works

For the Board of Selectmen

Date: 12/6/16

