

BOARD OF SELECTMEN

January 10, 2017

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.

1.	6:00	Executive Session Exception 6
	6:45	<p>Informal Meeting with Citizens</p> <p><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>
2.	7:00	<p>Public Hearing for the removal of one (1) Public Shade Tree at 61 Fair Oaks Park</p> <ul style="list-style-type: none"> • Edward Olsen, Tree Warden/Parks & Forestry Superintendent
3.	7:10	<p>Change of Manager – Village Club</p> <ul style="list-style-type: none"> • Robert Giumetti, Jr., Proposed Manager
4.	7:20	<p>Change of Manager – Sheraton</p> <ul style="list-style-type: none"> • Justin Purbeck, Proposed Manager
	7:30	Recess to Attend Planning Board Meeting
5.	8:15	<p>Sale of Bonds & Notes</p> <ul style="list-style-type: none"> • Dave Davison, Finance Director/Assistant Town Manager • Evelyn Poness, Treasurer
6.	8:30	<p>Town Manager</p> <ul style="list-style-type: none"> • Open the 2017 Annual Town Meeting Warrant • Town Manager's Report
7.	8:45	<p>Board Discussion</p> <ul style="list-style-type: none"> • Noise By-law • Demolition Delay • Committee Reports

APPOINTMENTS

1.	Council of Economic Advisors	<p>Michael Wilcox (Reappointment: Term Expires 6/30/2019)</p> <p>Jack Cogswell (Term Expires 6/30/2017)</p> <p>Adam Block (Term Expires 6/30/2018)</p> <p>Stuart Agler (Term Expires 6/30/2018)</p> <p>Russell MacTough (Term Expires 6/30/2019)</p>
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CONSENT AGENDA *=Backup attached

1.	Accept a \$50 donation made to the Needham Health Department's Domestic Violence Action Committee from Ann MacFate, a Needham resident.
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2.	Accept a \$250 donation made to the Needham Fire Department's Student Awareness of Fire Education program from The Needham Exchange Club.
3.	Accept the following donations made to Needham Youth Services' "QPR" program: \$25 from Molly Kerrigan, a Needham resident, and \$25 from Maureen Steinberg, a Needham resident.
4.*	Approve a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club to host a Birthday Party event on January 17, 2017 from 7:00 p.m. to 11:00 p.m. The event will be held at the Village Club, 83 Morton Street, Needham.
5.*	Approve a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club to host a fundraiser for the Hillside School on January 21, 2017 from 7:00 p.m. to 11:00 p.m. The event will be held at the Village Club, 83 Morton Street, Needham.
6.*	Approve a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club to host a fundraiser for the Eliot School on January 28, 2017 from 7:00 p.m. to 11:00 p.m. The event will be held at the Village Club, 83 Morton Street, Needham.
7.	Accept a \$300 donation made to the Needham Health Department's Traveling Meals Program from Amy Sherman, a Canton resident.
8.	Accept the following donations made to the Needham Health Department's Gift of Warmth Fund: \$1,000 from The Congregational Church in Needham; and \$500 from the Christ Church in Needham.
9.*	Approve Open Session minutes from December 2, 2016, December 6, 2016, and December 20, 2016, and Executive Session minutes from November 9, 2016, December 6, 2016, and December 20, 2016.
10.	Approve a 2017 Sunday Entertainment License for SAI Restaurant, Inc. d/b/a Masala Art, located at 990 Great Plain Avenue, Needham, MA.
11.*	Water & Sewer Abatement Order #1229.
12.*	Approve a request from Farid Quraishi of Bikes Not Bombs for its event to be held on June 4, 2017. It is a bike-a-thon event that will have cyclists riding through a portion of Needham during the 40 mile route of the ride, as well as the return path of the 60 mile ride. They will be in Needham around 11:45 a.m. The Needham portion of the route has been approved by the DPW, Police, Fire and Park and Recreation departments.
13.*	Approve a request from the Needham Track Club to hold "The Great Bear Run" road race on Sunday, May 21, 2017 from 10:30 a.m. to 2:45 p.m. on the grounds of the Pollard Middle School. Applicant will be informed about the upcoming Eversource Reliability Project. The route has been approved by the following departments, DPW, Police, Fire and Park and Recreation.
14.*	Approve a Special One Day All Alcoholic Beverages license for Harold Dubin of the Temple Aliyah Men's Club to hold a Whisky Tasting Dinner event on January 18, 2017 from 6:30 p.m. to 9:00 p.m. The event will be held at Temple Aliyah, 1664 Central Avenue, Needham, MA.



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

MEETING DATE: 01/10/2017

Agenda Item	Public Hearing for the removal of one (1) Public Shade Tree at 61 Fair Oaks Park
Presenter(s)	Edward Olsen, Tree Warden, Parks & Forestry Superintendent

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	<p>Mathew Roth of Hawthorn Real Estate, representing his client, is requesting permission to have one Public Shade Tree removed. Mr. Roth is proposing to construct a new driveway as part of a home renovation, located at 61 Fair Oaks Park. The construction of the driveway would detrimentally impact one 24-inch caliper Sugar Maple tree on Town property at the front left of the property. Most recently a gas line was brought through the berm and additionally through one of two main tap roots compromising the long term viability of this tree. Given these any other circumstances the Tree Warden does not object to the removal of the tree requested, but recommends the tree be removed at Mr. Roth's expense and a sum of \$400 be paid to the Town of Needham for future tree planting.</p>		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	<p>M.G.L. Ch. 87, requires a Vote by the Board of Selectmen Suggested Motions:</p> <ol style="list-style-type: none"> 1. "That the Board vote to approve and sign the Public Shade Tree Hearing form for the removal of one 24-inch Sugar Maple tree in front of 61 Fair Oaks Park." 2. "That the Board vote to approve the sum of \$400 be paid to the Town of Needham for future tree planting." 3. "That the Board vote to approve the Tree Warden's request that the owner is required to replace this tree with another tree on their property of at least 4" caliper or greater, DBH." 		
3.	BACK UP INFORMATION ATTACHED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	<p>(Describe backup below)</p> <ol style="list-style-type: none"> 1. Legal Ad published in Needham Times, issues 12/22/16, 12/29/16 2. List of Notified Abutters 3. Public Shade Tree Hearing Approval Form 4. Approval letter from Tree Warden, E. Olsen to B.O.S.,12/15/16 		

Needham Times Paper

Legal Ad

Date: 12-22-16

61 FAIR OAKS PARK
LEGAL NOTICE
NOTICE
TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

NOTICE is hereby given that Mathew Roth of Hawthorne Real Estate has petitioned for the removal of one (1) PUBLIC SHADE TREE at 61 Fair Oaks Park, on the Left front of the property as follows:

<u>SPECIES</u>	<u>DIAMETER</u>	<u>CONDITION</u>
Sugar Maple	24 inches	Fair

Permission is respectfully requested to remove one (1) Public Shade Tree.

A PUBLIC HEARING will be held in the Office of the Board of Selectmen, Town Hall, 1471 Highland Ave Needham, Mass. At 7:00 PM, Tuesday the 10th day of January, 2017, at which time and place all interested persons may appear and be heard.

Needham Board of Selectmen

AD# 13516087
Needham Times 12/22, 12/29/16

Needham Times Paper

Legal Ad

Date: 12-29-16

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LEGAL NOTICE
NOTICE
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Needham Board of Selectmen

AD# 13516087
Needham Times 12/22, 12/29/16



**Town of Needham-DPW
Parks and Forestry Division**

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

ABUTTER'S NOTICE

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

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PUBLIC SHADE TREE

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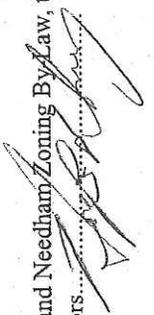
A PUBLIC HEARING will be held in the Office of the Board of Selectmen, Town Hall, Needham, Massachusetts at 7:00 P.M., Tuesday the 10th day of January, 2017, at which time and place all interested persons may appear and be heard.

If you have any questions, please call Edward Olsen at 781-455-7550 ext 316.

61 FAIR OAKS PARK

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	STATE	ZIP	PARCEL ID	PROPERTY ADDRESS
HARKINS, THOMAS M. & SUTTON, BRUCE & MONTALTO, MARC & RUSSELL, FRANCES G., TR PAZMANY, OLCHI., TR & GOLDIN, BRUCE J. & WAIFE, RONALD S. + KIRK, TIMOTHY J. & MURPHY, MARY K., TRUSTEE	HARKINS, BARBARA COVENEY MCLAUGHLIN, SARAH MONTALTO, GWEN M. PAZMANY, MARIA T., TR GOLDIN, ROCHELLE E. MAXWELL, SUSAN E. KIRK, RAPHAELLE B. MARY K. MURPHY 1995 REVOCABLE TRUST PONGRATZ, NANCY L. ROSENBAUM, MEG HAZEN ROMANELLI-PIERI, LYNN C/O HAWTHORN INVESTMENTS LLC WANDS, LINDSAY K	24 MAY ST 58 FAIR OAKS PK 64 FAIR OAKS PK 72 FAIR OAKS PK 74 WARREN ST 68 WARREN ST 62 WARREN ST 58 WARREN ST 54 WARREN ST 50 MAY STREET 46 MAY ST 53 FAIR OAKS PK 97 CHAPEL ST. 67 FAIR OAKS PK 71 FAIR OAKS PK	NEEDHAM MA NEEDHAM MA	MA MA MA MA MA MA MA MA MA MA MA MA MA MA MA	02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492	1990490007400000 1990490007500000 1990490007700000 1990490007800000 1990500005200000 1990500005300000 1990500005400000 1990500005500000 1990500005600000 1990500005700000 1990500005800000 1990500005900000 1990500006000000 1990500006100000 1990500006200000	24 MAY ST 58 FAIR OAKS PK 64 FAIR OAKS PK 72 FAIR OAKS PK 74 WARREN ST 68 WARREN ST 62 WARREN ST 58 WARREN ST 54 WARREN ST 50 MAY ST 46 MAY ST 53 FAIR OAKS PK 61 FAIR OAKS PK 67 FAIR OAKS PK 71 FAIR OAKS PK

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.....



MAHLER, THELMA C.
C/O HAWTHORN INVESTMENTS
97 CHAPEL ST.
NEEDHAM, MA 02492

HARKINS, THOMAS M. &
HARKINS, BARBARA COVENEY
24 MAY ST
NEEDHAM, MA 02492

SUTTON, BRUCE &
MCLAUGHLIN, SARAH
58 FAIR OAKS PK
NEEDHAM, MA 02492

MONTALTO, MARC &
MONTALTO, GWEN M.
64 FAIR OAKS PK
NEEDHAM, MA 02492

RUSSELL, FRANCES G., TR
72 FAIR OAKS PK
NEEDHAM, MA 02492

PAZMANY, OLCHI, TR &
PAZMANY, MARIA T., TR
74 WARREN ST
NEEDHAM, MA 02492

GOLDIN, BRUCE J. &
GOLDIN, ROCHELLE E.
68 WARREN ST
NEEDHAM, MA 02492

WAIFE, RONALD S. +
MAXWELL, SUSAN E.
62 WARREN ST
NEEDHAM, MA 02492

KIRK, TIMOTHY J. &
KIRK, RAPHAELLE B.
58 WARREN ST
NEEDHAM, MA 02492

MURPHY, MARY K., TRUSTEE
MARY K. MURPHY 1995
54 WARREN ST
NEEDHAM, MA 02492

PONGRATZ, SIMON G. &
PONGRATZ, NANCY L.
50 MAY STREET
NEEDHAM, MA 02492

ROSENBAUM, CHRISTOPHER D
ROSENBAUM, MEG HAZEN
46 MAY ST
NEEDHAM, MA 02492

PIERI, WILLIAM M. &
ROMANELLI-PIERI, LYNN
53 FAIR OAKS PK
NEEDHAM, MA 02492

LASSITER, RUTH W.
67 FAIR OAKS PK
NEEDHAM, MA 02492

WANDS, MICHAEL P &
WANDS, LINDSAY K
71 FAIR OAKS PK
NEEDHAM, MA 02492

NOTICE

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

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PUBLIC SHADE TREE

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Needham Board of Selectmen

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Permission is respectfully requested to remove one (1) Public Shade Tree, which will impact the construction of a new driveway.

A PUBLIC HEARING will be held in the Office of the Board of Selectmen, Town Hall, Needham, Massachusetts at 7:00 P.M., Tuesday the 10th day of January, 2017, At which time and place all interested persons may appear and be heard.

APPROVED

NOT APPROVED

Needham Board of Selectmen



Town of Needham-DPW
Parks and Forestry Division

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

December 15, 2016

Board of Selectmen
Town Hall
Needham, MA 02492

RE: TREE REMOVAL AT 61 Fair Oaks Park

Dear Members of the Board:

Mathew Roth, of Hawthorne Real Estate has petitioned for the removal of one Sugar Maple tree located on Town Property. Mr. Roth is constructing a new driveway as part of a home renovation. The construction of the driveway would impact a Sugar Maple on Town property. The tree is located within the Town layout on the grass berm between the sidewalk and roadway. Since I found the tree in Fair condition, not a hazard to the public a Public Shade Tree Hearing is required.

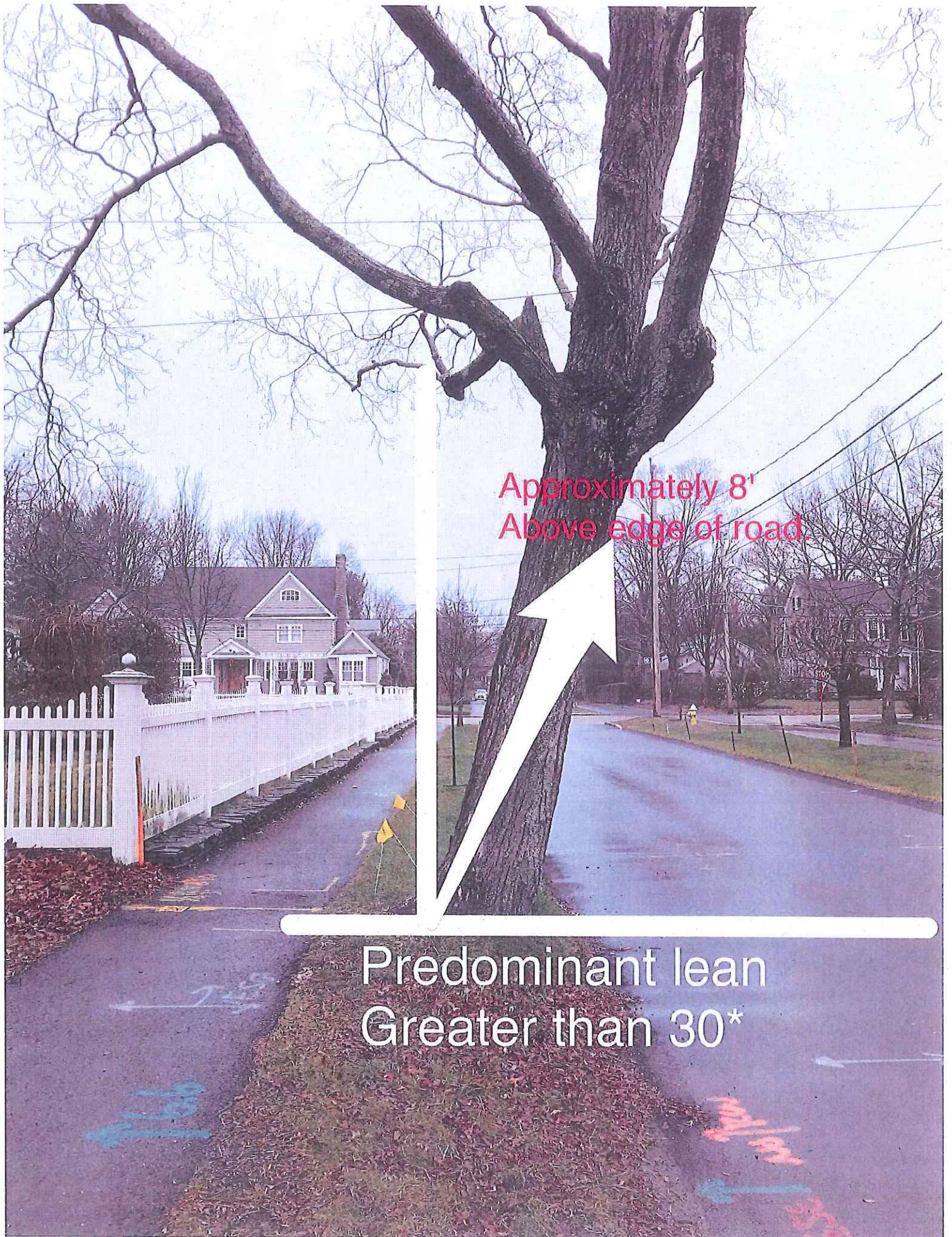
I feel Mr. Roth is justified in his request seeking permission to remove this tree. As seen in pictures provided in the tree hearing packet, this tree has a considerable lean towards the roadway and has been struck several times recently by vehicular traffic. Also, the location of the tree does not fall within the Town's present tree planting guidelines, which recommend a tree be planted at least 10 feet from a driveway opening.

In keeping with previous Town policy on the removal of live trees, and in accordance with Massachusetts General Laws Chapter 87 Section 3, and after public hearing, I recommend granting permission for the removal of the 24 -inch Sugar Maple. I further recommend that this tree is removed at the owner's expense by a contractor approved by the Town Of Needham. In addition I further recommend that there be some sum of money paid to the Town Of Needham for future tree planting. At the most recent tree hearings the amount has been \$400 per tree removal.

There is adequate space for a tree replacement at this location.

Sincerely,

Edward J. Olsen
Tree Warden / Superintendent, Parks and Forestry Division

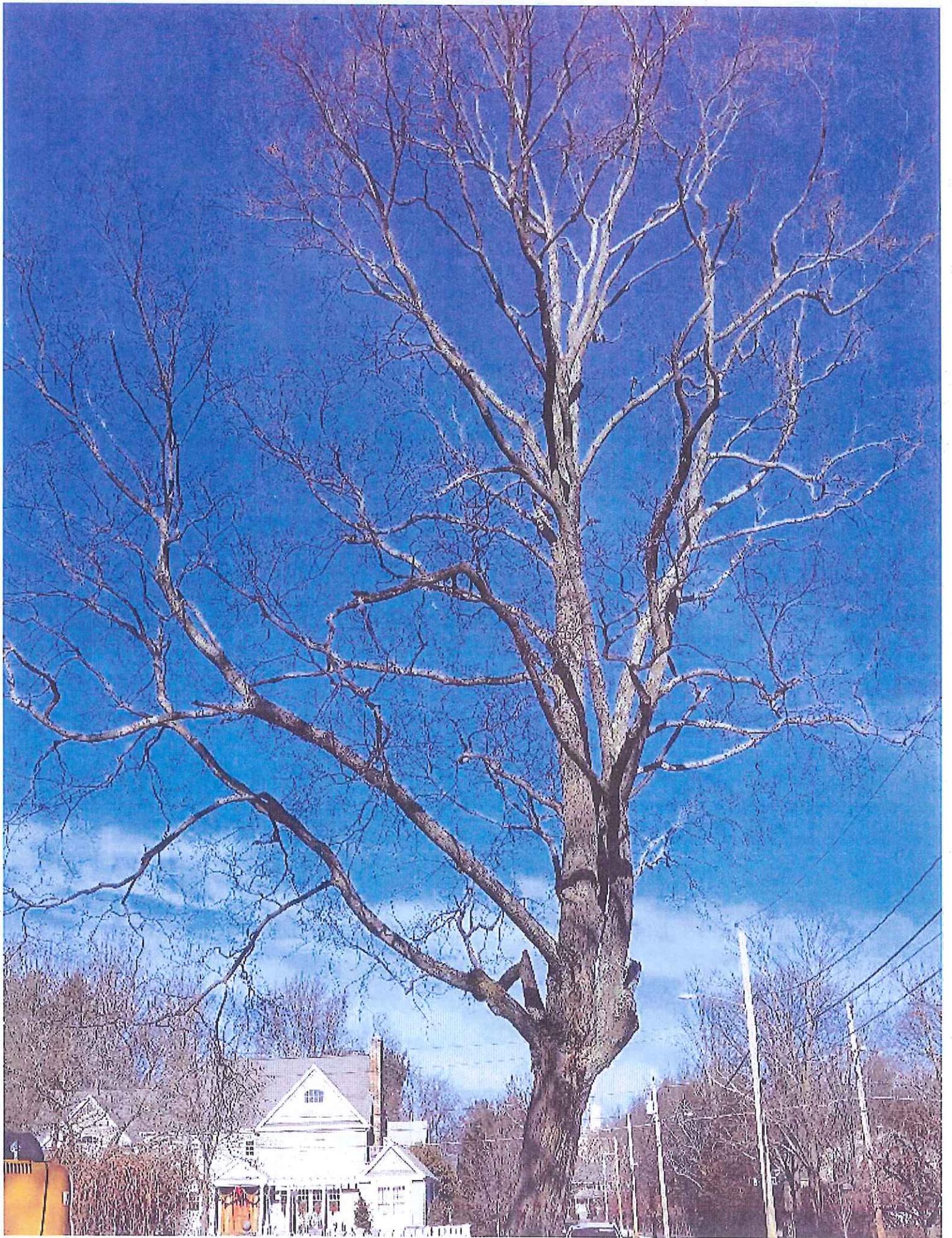


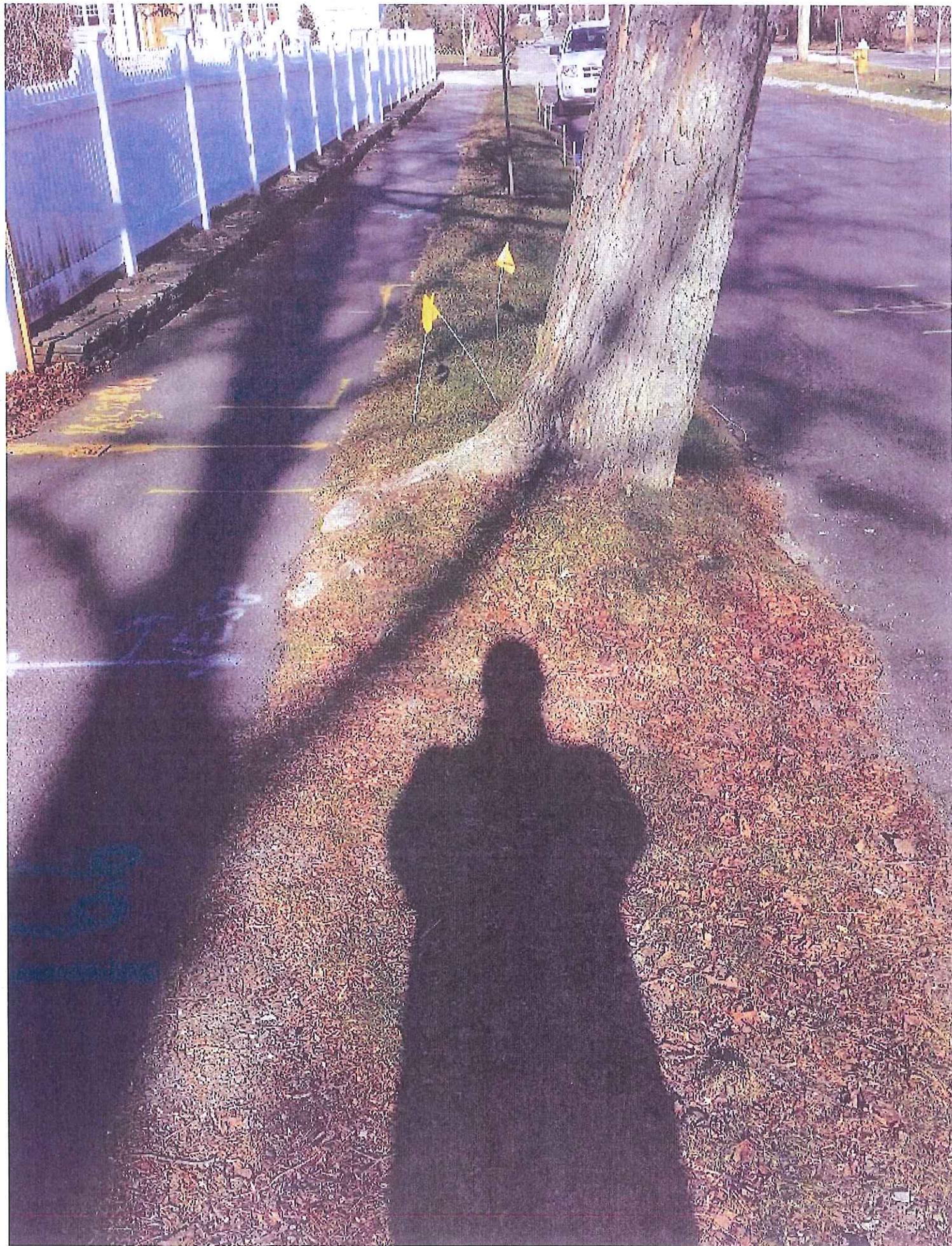
Approximately 8'
Above edge of road.

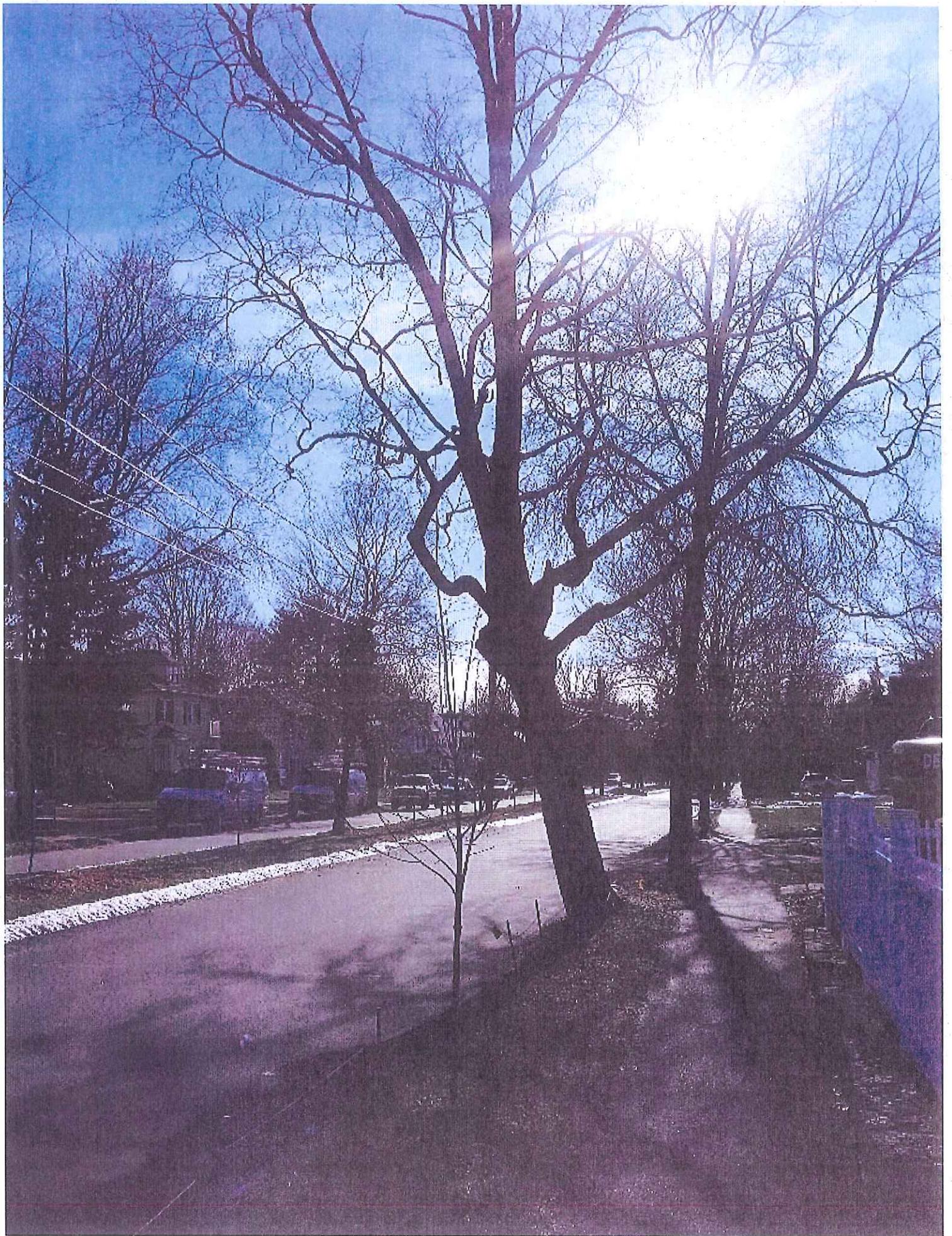
Predominant lean
Greater than 30*

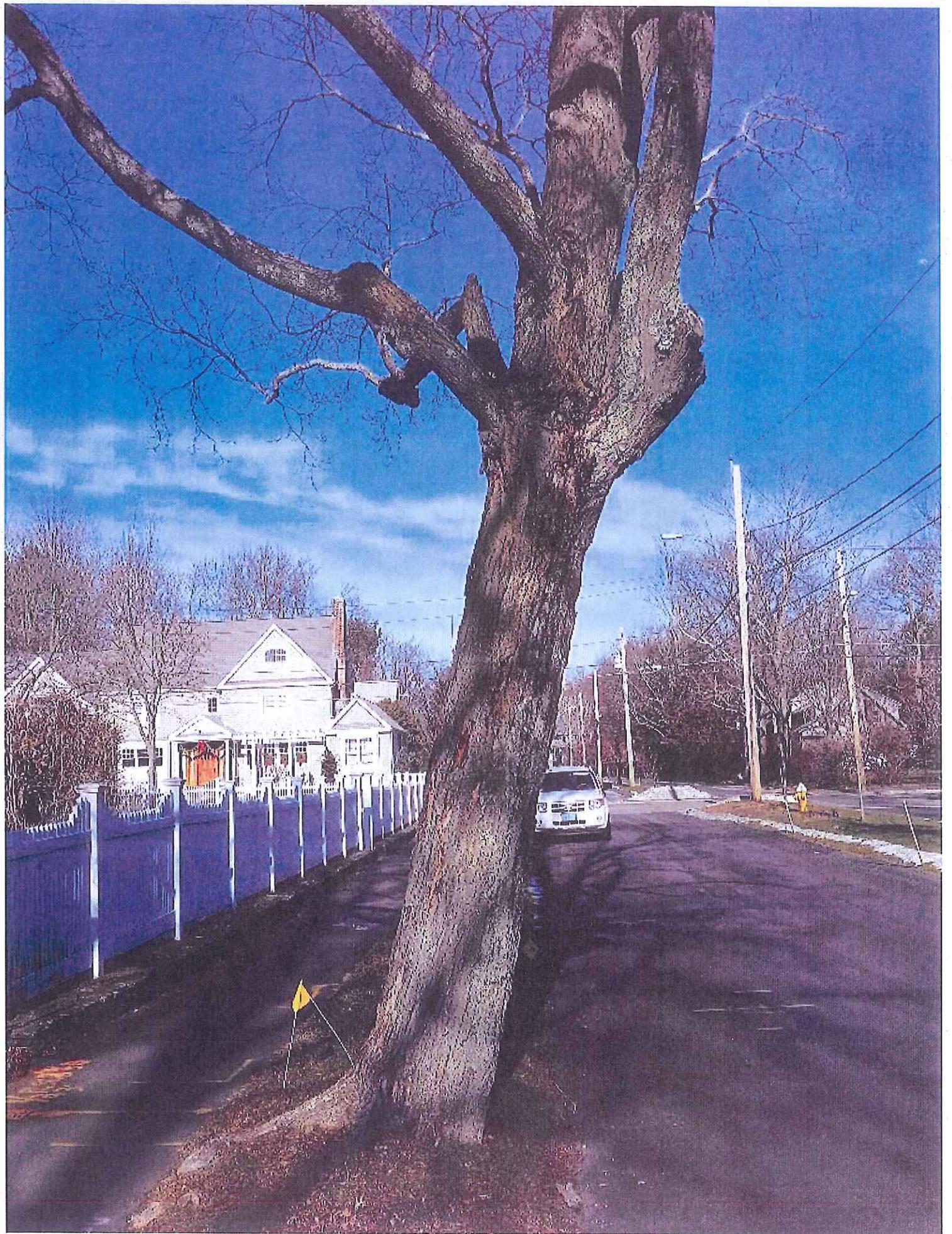


**Multiple
vehicle hits**











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

MEETING DATE: 1/10/2017

Agenda Item	Change of Manager – Village Club
Presenter(s)	Robert Giumetti, Jr., Proposed Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>Village Club Building Association, Inc, 83 Morton Street, has submitted an application for a change in manager. Our review indicates that Mr. Giumetti meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol. The additional filing materials seem in order.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
<p>Suggested Motion: <i>Move that the Board of Selectmen approve and sign an application for a Change in Manager to Robert Giumetti, Jr. for the Village Club Building Association, Inc., 83 Morton Street, Needham and to forward this application to the ABCC for approval.</i></p>	
3.	BACK UP INFORMATION ATTACHED
<ol style="list-style-type: none">1. Amendment Application for a Change of Manager2. Applicant's Statement3. Vote of the Corporate Board <p>All other documents related to these transactions are on file in the Town Manager's Office</p>	



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

AMENDMENT APPLICATION FOR A CHANGE OF MANAGER

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

1. NAME OF LICENSEE (Business Contact)

ABCC License Number **City/Town of Licensee**

2. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name: Middle: Last Name:

Title: Primary Phone:

Email:

3. BUSINESS CONTACT

Please complete this section ONLY if there are changes to the Licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:

Primary Phone: Fax Number:

Alternative Phone: Email:

Business Address (Corporate Headquarters)

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

Mailing Address Check here if your Mailing Address is the same as your Business Address

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

4. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation First Name Middle Name Last Name Suffix

Social Security Number

Date of Birth

Primary Phone:

Email:

Mobile Phone:

Place of Employment

Alternative Phone:

Fax Number

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? Yes No

Have you ever been convicted of a state, federal, or military crime? Yes No
 If yes, attach an affidavit that lists your convictions with an explanation for each

Have you ever been Manager of Record of a license to sell alcoholic beverages? Yes No

If yes, please list the licenses for which you are the current or proposed manager:

Do you have direct, indirect, or financial interest in this license? Yes No

If yes, percentage of interest

If yes, please indicate type of Interest (check all that apply):

<input type="checkbox"/> Officer	<input type="checkbox"/> Sole Proprietor
<input type="checkbox"/> Stockholder	<input type="checkbox"/> LLC Manager
<input type="checkbox"/> LLC Member	<input type="checkbox"/> Director
<input type="checkbox"/> Partner	<input type="checkbox"/> Landlord
<input type="checkbox"/> Contractual	<input type="checkbox"/> Revenue Sharing
<input type="checkbox"/> Management Agreement	<input type="checkbox"/> Other

Please indicate how many hours per week you intend to be on the licensed premises

Employment Information of Proposed Manager

Please provide your employment history for the *past 10 years*

Date(s)	Position	Employer	Address	Phone
2006-Present	Firefighter/EMT	Needham Fire Department	88 Chestnut Street Needham, MA	(781) 455-7580

Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

APPLICANT'S STATEMENT

I, Robert R. Giumetti Jr. the: sole proprietor; partner; corporate principal; LLC/LLP member
Authorized Signatory

of Village Club Building Association Inc., hereby submit this application for Change of Manager
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: Robert R. Giumetti Jr.

Date: 12-22-16

Title: Board of Director / Secretary



NEEDHAM, MASSACHUSETTS

The Village Club
83 Morton Street
Needham, MA 02494



NEEDHAM, MASSACHUSETTS

This letter signifies that the Board of Directors of Village Club Building Assoc. Inc. of Needham unanimously vote to submit an application for an annual upstairs liquor license for our function hall at 83 Morton Street.

12-16-16

DATE

[Signature]

(Bob Mack – President)

[Signature]

(Steve Pitocchelli – Vice President)

[Signature]

(Robert Heald – Treasurer)

[Signature]

(Rob Giumetti Jr. – Secretary)

[Signature]

(Mike Duffy – BOD)

[Signature]

(Matt Lanen – BOD)

[Signature]

(Eric Woods – BOD)

[Signature]

(Joe Flammand – BOD)

[Signature]

(Steve Rizzo – BOD)



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

MEETING DATE: 1/10/2017

Agenda Item	Change of Manager – Needham Cabot Concessions LLC d/b/a Sheraton Needham Hotel
Presenter(s)	Justin Purbeck, Proposed Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Change of Manager – Needham Cabot Concessions LLC d/b/a Sheraton Needham Hotel, 100 Cabot Street, has submitted an application for a change in manager. Our review indicates that Mr. Purbeck meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol. The additional filing materials seem in order.	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
Suggested Motion: <i>Move that the Board of Selectmen approve and sign an application for a Change in Manager to Justin Purbeck for the Sheraton Needham Hotel, 100 Cabot Street, Needham and to forward this application to the ABCC for approval.</i>	
3.	BACK UP INFORMATION ATTACHED
<ol style="list-style-type: none">1. Amendment Application for a Change of Manager2. Applicant's Statement3. Vote of the Corporate Board <p>All other documents related to these transactions are on file in the Town Manager's Office</p>	



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

AMENDEMENT APPLICATION FOR A CHANGE OF MANAGER

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

1. NAME OF LICENSEE (Business Contact)

ABCC License Number ⁰⁷⁷⁰ City/Town of Licensee

2. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name: Middle: Last Name:

Title: Primary Phone:

Email:

3. BUSINESS CONTACT

Please complete this section ONLY if there are changes to the Licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:

Primary Phone: Fax Number:

Alternative Phone: Email:

Business Address (Corporate Headquarters)

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

Mailing Address Check here if your Mailing Address is the same as your Business Address

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

4. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation First Name Middle Name Last Name Suffix

Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Place of Employment

Alternative Phone: Fax Number

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? Yes No

Have you ever been convicted of a state, federal, or military crime? Yes No
 If yes, attach an affidavit that lists your convictions with an explanation for each

Have you ever been Manager of Record of a license to sell alcoholic beverages? Yes No

If yes, please list the licenses for which you are the current or proposed manager:

Do you have direct, indirect, or financial interest in this license? Yes No

If yes, percentage of interest

If yes, please indicate type of Interest (check all that apply):

Officer Sole Proprietor
 Stockholder LLC Manager
 LLC Member Director
 Partner Landlord
 Contractual Revenue Sharing
 Management Agreement Other

Please indicate how many hours per week you intend to be on the licensed premises

Employment Information of Proposed Manager

Please provide your employment history for the *past 10 years*

Date(s)	Position	Employer	Address	Phone
6/2015-Present	Food & Beverage Mgr.	Sheraton Needham	100 Cabot Street Needham, MA 02494	7814441110
9/2013-6/2015	Restaurant Manager	Sheraton Framingham	1657 Worcester Rd. Framingham, MA 01901	50887997200
6/2010-9/2013	Food & Beverage Mgr.	Millenium Hilton New York	55 Church St. New York, NY 10007	2126932001
1/2010-6/2010	Assistant GM	The Gingerman Greenwich	64 Greenwich Ave. Greenwich, CT 06830	2038616400
1/2007-11/2009	General Manager	Ellen's Stardust Diner/Iridium J	1650 Broadway New York, NY 10019	2129565151

Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

APPLICANT'S STATEMENT

I, **Justin R. Purbeck** the: sole proprietor; partner; corporate principal; LLC/LLP member
Authorized Signatory

of **The Sheraton Needham Hotel**, hereby submit this application for **Amendment Application for Change of Manager**
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: **Justin R. Purbeck**
Digitally signed by Justin R. Purbeck
DN: cn=Justin R. Purbeck, o=The Sheraton Needham Hotel, ou=The Sheraton
Needham Hotel, email=purbeck@shratonneedham.com, c=US
Date: 2016.11.21 12:22:50 -0500

Date: **11/21/16**

Title: **Food & Beverage Manager**

CORPORATE VOTE

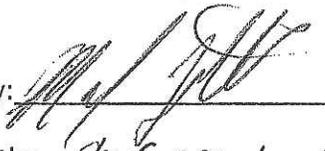
APPLICATION FOR A CHANGE OF MANAGER

This is to certify that at a meeting of members of :

Needham Cabot Concessions, LLC

It was voted to appoint Justin Purbeck as Manager of Record for the Liquor License.

The foregoing statement is made under penalty of perjury on 11/4, 2017.

By:  MARK Zettl
Title: Chief Operating Officer



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

MEETING DATE: 01 /10/2017

Agenda Item	Approval of the Sale of Bonds
Presenter(s)	David Davison, Assistant Town Manager/Finance Evelyn Poness, Town Treasurer/Collector

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED				
We will review the results of the bond sale and discuss the S&P rating with the Board.					
2.	VOTE REQUIRED BY BOARD OF SELECTMEN				
Suggested Motions: (please note there are Seven motions to be acted upon by the Board)					
Motion A					
Move that the sale of the \$10,945,000 General Obligation Municipal Purpose Loan of 2017 Bonds of the Town dated January 17, 2017 (the "Bonds"), to Fidelity Capital Markets, a division of National Financial Services LLC at the price of \$11,625,250.25 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on January 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:					
<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2018	\$1,175,000	4.000%	2029	\$305,000	4.000%
2019	950,000	4.000	2030	305,000	4.000
2020	775,000	4.000	2031	305,000	3.000
2021	655,000	4.000	2032	305,000	3.125
2022	505,000	4.000	2033	305,000	3.250
2023	505,000	4.000	2034	305,000	3.250
2024	505,000	4.000	2035	305,000	3.375
2025	505,000	4.000	2036	305,000	3.500
2026	505,000	4.000	2038	590,000	4.000
2027	505,000	4.000	2040	525,000	3.500
2028	305,000	4.000	2042	500,000	4.000
(Continues Next Page)					



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

Motion B

Move that the Bonds maturing on January 15, 2038, January 15, 2040 and January 15, 2042 (each a “Term Bond”) shall be subject to mandatory redemption or mature as follows:

Term Bond due January 15, 2038

<u>Year</u>	<u>Amount</u>
2037	\$305,000
2038*	285,000

*Final Maturity

Term Bond due January 15, 2040

<u>Year</u>	<u>Amount</u>
2039	\$275,000
2040*	250,000

*Final Maturity

Term Bond due January 15, 2042

<u>Year</u>	<u>Amount</u>
2041	\$250,000
2042*	250,000

*Final Maturity

Motion C

Move that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated December 27, 2017, and a final Official Statement dated January 5, 2017 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Motion D

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

(Continues Next Page)



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

Motion E

Move that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Motion F

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

Motion G

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

3. BACK UP INFORMATION ATTACHED

- a. Cover Memo Dated January 5, 2017
- b. Standard and Poor's Rating
- c. Official Statement (under separate cover)

Memorandum

To: Board of Selectmen
From: David Davison, Assistant Town Manager/Director of Finance
CC: Kate Fitzpatrick, Town Manager; Evelyn Poness, Treasurer/Collector; Michelle Vaillancourt, Town Accountant
Date: January 6, 2017
Re: Debt Sales

The Town maintained its “AAA” rating with Standard and Poor’s (S&P), which has reaffirmed the rating, and still views Needham’s outlook as stable after our review with them on Wednesday, December 28, 2016. The discussion not only entailed the Town’s financial position and review of the Town’s Preliminary Official Statement, but also what is new with the Town’s local economy, our fiscal year 2016 year end results, the outlook for fiscal year 2017, and the Town’s capital investment plans. We outlined future additional staff increases in public safety, the implementation of full-day kindergarten and the associated costs, as well as benefit and legacy costs. We updated them on the passage of the debt exclusion for the Hillside School replacement to be constructed off Central Avenue, the construction time line, and issuance of debt to fund the project. We reviewed the major building and facility projects under consideration that may be funded over the next two to five years and the different approaches to funding. We also explained that in the near future a greater amount of capital investment by cash is planned. Standard and Poor’s again stressed the important role that the Town’s funding of OPEB liabilities plays in its consideration of financial condition, and the Town’s long-term planning and budgetary practices which have shown steadiness to mitigate the impact of external factors not easily within the control of management. They again stressed the need for the Town to maintain adequate reserves. The S&P January 3, 2017 rationale for the rating is attached.

The Town received six competitive bids for the 25 year \$10,945,000 bond, a reflection of the Town’s overall credit quality. The lowest bidder, **Fidelity Capital Markets**, offered a coupon rate that ranges from a low of 3.000% to a high of 4.000% per year, with a premium of \$680,250.25. Table 1 (next page) summarizes the individual bids received on the bond. The overall structure of the bid resulted in a true interest cost (TIC) of 2.966270% which is higher than the bond issued in June 2016 (1.3837310%) and the two previous bonds, April 2015 and June 2014. However, the coupon rates have been consistently in the two to four percent range for the past few years. Table 2 shows the interest rate ranges and TIC on the bond issues since 2012.

Table 1

Bidder	Amount	Range	Interest	Premium	Net Interest	TIC
Fidelity Capital Markets	\$10,945,000	3.000% - 4.000%	\$4,039,352.36	\$680,250.25	\$3,359,102.11	2.966270%
Robert W Baird & Co., Inc.	\$10,945,000	2.000% - 4.000%	\$3,814,033.02	\$487,493.20	\$3,326,539.82	2.981959%
UBS Financial Services Inc.	\$10,945,000	3.000% - 4.000%	\$3,765,470.73	\$455,536.85	\$3,309,933.88	2.983055%
J.P. Morgan Securities LLC	\$10,945,000	2.000% - 4.000%	\$4,296,398.33	\$824,865.85	\$3,471,532.48	3.020219%
Janney Montgomery Scott LLC	\$10,945,000	4.000%	\$4,319,767.78	\$840,805.70	\$3,478,962.08	3.027713%
Bank of America Merrill Lynch	\$10,945,000	3.000% - 4.000%	\$3,830,301.22	\$384,326.35	\$3,445,974.87	3.110170%

Table 2

Issued	Matures	Bidder	Amount	Bond Rates	TIC
1/17/2017	1/15/2042	Fidelity Capital Markets	\$10,945,000	3.000% - 4.000%	2.97%
6/16/2016	8/1/2027	JP Morgan Securities LLC	\$6,645,000	2.000% - 4.000%	1.38%
4/15/2015	11/15/2033	JP Morgan Securities LLC	\$13,425,000	2.000% - 4.000%	1.87%
6/2/2014	5/15/2034	FTN Financial Capital Markets	\$5,032,000	2.000% - 3.500%	2.40%
12/2/2013	7/15/2033	Fidelity Capital Markets	\$6,085,000	3.000% - 4.000%	3.11%
6/28/2013	11/1/2032	Fidelity Capital Markets	\$5,945,000	2.000% - 4.000%	3.02%
10/15/2012	7/15/2030	Morgan Stanley & Co, LLC	\$12,244,000	2.000% - 4.000%	1.99%

The proceeds from the bond issue will fund expenses related to number of capital projects (see Table 3) which are at various stages of completion.

Table 3

Project	Town Meeting	Art	Bond Issue
609 Central Land Purchase	9-May	7	\$730,000 Excluded
Central Avenue/Elliot Street Bridge	11-May	43	\$500,000 General
Front-End Loader	14-May	46	\$205,000 RTS
High School Cafeteria Construction	2-Nov	11	\$1,500,000 General
Owens Farm Land Purchase	2-Nov	13	\$7,000,000 Excluded
Public Works Infrastructure Program	11-May	42	\$750,000 General
Water System Rehabilitation Program	11-May	47	\$260,000 Water

The Board will be asked to approve the sale of the bonds and the consent form executed by the Treasurer. Upon approval, the Board will need to execute several documents that will be brought to the meeting. Please do not hesitate to contact me if you have any questions prior to the meeting.

RatingsDirect®

Summary:

Needham, Massachusetts; General Obligation

Primary Credit Analyst:

Lauren Freire, New York (1) 212-438-7854; lauren.freire@spglobal.com

Secondary Contact:

Victor M Medeiros, Boston (1) 617-530-8305; victor.medeiros@spglobal.com

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Rationale

Outlook

Summary:

Needham, Massachusetts; General Obligation

Credit Profile

US\$10.945 mil GO mun purp ln bnds ser 2017 due 01/15/2042

<i>Long Term Rating</i>	AAA/Stable	New
Needham GO		
<i>Long Term Rating</i>	AAA/Stable	Affirmed

Rationale

S&P Global Ratings assigned its 'AAA' long-term rating to Needham, Mass.' series 2017 general obligation (GO) municipal purpose loan bonds and affirmed its 'AAA' long-term rating on the town's existing GO debt. The outlook is stable.

Needham's GO bonds are eligible to be rated above the sovereign because we believe the town can maintain better credit characteristics than the nation in a stress scenario. Under our criteria, titled "Ratings Above The Sovereign: Corporate And Government Ratings—Methodology And Assumptions" (published Nov. 19, 2013, on RatingsDirect), local governments are considered to have moderate sensitivity to country risk. The town's GO pledge is the primary source of security on the debt; this severely limits the possibility of negative sovereign intervention in the payment of the debt or in the operations of the town. The institutional framework in the nation is predictable for local governments, allowing them significant autonomy, independent treasury management, and no history of government intervention. Needham has considerable financial flexibility, demonstrated by the very high general fund balance as a percent of expenditures, as well as very strong liquidity.

Needham's full-faith-and-credit GO pledge secures the bonds, subject to the limitations of Proposition 2-1/2. Officials intend to use series 2017 bond proceeds to fund various capital projects, as well as permanently finance a portion of maturing bond anticipation note (BAN).

The rating reflects our opinion of the following factors for the town, including its:

- Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with "good" financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2015;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2015 of 21% of operating expenditures;
- Very strong liquidity, with total government available cash at 26.7% of total governmental fund expenditures and 3.4x governmental debt service, and access to external liquidity we consider strong;
- Very strong debt and contingent liability position, with debt service carrying charges at 7.8% of expenditures and net direct debt that is 55.8% of total governmental fund revenue, as well as low overall net debt at less than 3% of market value and rapid amortization, with 65.8% of debt scheduled to be retired in 10 years, but significant

- medium-term debt plans; and
- Strong institutional framework score.

Very strong economy

We consider Needham's economy very strong. The town, with an estimated population of 29,698, is in Norfolk County, approximately 10 miles southwest of Boston, in the Boston-Cambridge-Newton MSA, which we consider to be broad and diverse. It has a projected per capita effective buying income of 217% of the national level and per capita market value of \$305,347. Overall, market value grew by 3.8% over the past year to \$9.1 billion in 2016. The county unemployment rate was 4.3% in 2015.

A residential suburb of Boston, Needham's economy has a diverse mix of industries ranging from manufacturing to financial services. In fiscal 2016, the town's assessed value (AV) comprised of 85.9% residential properties and approximately 11% commercial and industrial properties.

Officials expect increases in property value to continue due to commercial and residential growth. Outside of Needham Crossing, the town has recently approved a 136-unit residential development in East Needham. Completed and ongoing developments include the expansion of Trip-Advisors, the addition of two new major hotels, and the recently approved 390-unit residential complex in Needham Crossing business park, which will be developed by the Toll Brothers. In addition, Needham Crossing is already home to a mix of residential and business occupants. Prominent tenants include companies such as Coca-Cola and Sheraton Hotel.

Strong management

We view the town's management as strong, with "good" financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

Needham is conservative in its management and budgeting practices. Management seeks to reduce costs and maintain financial sustainability when drafting the town's budget. Management considers historical trends and future concerns when developing revenue and expenditure assumptions. The town manager receives budget-to-actual reports monthly while the board of selectmen receives reports regularly.

Needham maintains a five-year financial forecast and a five-year rolling capital improvement plan, both of which are included and presented with the annual budget. Currently, the town has a formal debt management policy but not a formal reserve policy. Needham uses commonwealth guidelines for investment management, which is reported regularly.

Strong budgetary performance

Needham's budgetary performance is strong, in our opinion. The town had operating surpluses of 1.9% of expenditures in the general fund and 6.9% across all governmental funds in fiscal 2015.

Management attributes the operating surplus in fiscal 2015 to the town's numerous ongoing developments. Along with the redevelopment of existing properties, new developments have increased property value for Needham, with property taxes making up 73% of the town's revenue in fiscal 2015.

The town is still in the process of closing out its 2016 fiscal year. Preliminary expectations are for a significant increase in fund balance in the general fund with a year-end surplus between \$7 million and \$8 million. The town attributes this to an influx of one-time revenue from building permits related to the Trip Advisor expansion and new hotels. On the expense side, the town did not experience any one-time increases. Based on the trend in the town's total governmental funds, we expect budgetary performance to remain strong in 2016. The town's 2017 budget is \$144.2 million. Currently, it is on track for revenues and expenditures. The town is expecting to spend down some of the fund balance that it accumulated in 2016 on various pay-as-you-go capital expenses in 2017. Based on the expected spend-down, the town's total governmental net result may weaken when compared to previous years.

Very strong budgetary flexibility

Needham's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2015 of 21% of operating expenditures, or \$27.5 million.

The town's available funds include assigned, unassigned, and committed funds. Needham has historically maintained very strong budgetary flexibility, keeping its available reserves close to 20% of general fund expenditures over the past three fiscal years. Management expects to maintain a level of at least 19% of revenue for available funds and a minimum of 8% of revenue for unassigned funds. The town's 2016 total fund balance will be \$7 million-\$8 million higher than 2015, with the unassigned fund balance expected to increase by \$5 million. However, in 2017, it is expecting to spend a portion of its fund balance for capital projects in 2017, despite the expected spend-down, we believe the town's budgetary flexibility will remain very strong.

Very strong liquidity

In our opinion, Needham's liquidity is very strong, with total government available cash at 26.7% of total governmental fund expenditures and 3.4x governmental debt service in 2015. In our view, the town has strong access to external liquidity if necessary.

Needham is a frequent issuer of GO debt, which allows for strong access to external liquidity. In addition, it does not currently have any variable-rate or direct-purchase debt. Based on the 2016 year-end expectations, we expected the town's liquidity profile to remain very strong.

Very strong debt and contingent liability profile

In our view, Needham's debt and contingent liability profile is very strong. Total governmental fund debt service is 7.8% of total governmental fund expenditures, and net direct debt is 55.8% of total governmental fund revenue. Overall net debt is low at 0.9% of market value, and approximately 65.8% of the direct debt is scheduled to be repaid within 10 years, which are, in our view, positive credit factors. Negatively affecting our view of the town's debt profile are its significant medium-term debt plans.

With a portion of this new issuance, the town has started its \$66 million dollar capital project for a new elementary school. Town residents voted to exempt this project from Proposition 2-1/2. With the balance of the project still to be issued, we consider the town's future debt plans significant. However, offsetting this is the town's rapid amortization and the low overall net debt as a percentage of its market value. We note, however, outside of the outlook period, the town is expecting to issue additional debt for various projects. This may increase the net debt and carrying charges to levels that weaken the initial debt factor score.

Needham's combined required pension and actual other postemployment benefit (OPEB) contributions totaled 7.8% of total governmental fund expenditures in 2016. Of that amount, 4.3% represented required contributions to pension obligations, and 3.5% represented OPEB payments. The town made its full annual required pension contribution in 2016.

The town participates in the Needham Contributory Retirement System, a cost-sharing, defined-benefit retirement system (PERS). The town's required pension contribution is its actuarially determined contribution, which is calculated at the state level based on an actuary study. Using updated reporting standards in accordance with Governmental Accounting Standards Board Statement (GASB) No. 67, the town's net pension liability was measured as of Dec. 31, 2014, and was \$54.4 million. The PERS plan maintained a funded level of 71%, using the plan's fiduciary net position as a percent of the total pension liability. (For additional details on GASB 67 and 68, see our report "Incorporating GASB 67 And 68: Evaluating Pension/OPEB Obligations Under Standard & Poor's U.S. Local Government GO Criteria," published Sept. 2, 2015). Needham has consistently funded 100% of its required contributions, and expects to have the system fully funded by 2030.

Needham also offers OPEBs to retirees. It is one of the few communities in Massachusetts that fully funds its OPEB obligation. The town has been appropriating its annual required contributions toward its OPEB fund for the past five years and pays for annual health care costs from the fund. As of Aug. 31, 2015, the OPEB Trust Fund had a balance of approximately \$23.2 million. Based on the most recent actuarial valuation completed, as of July 1, 2013, the funded ratio was 24%; which is based on a \$46.8 million unfunded actuarial accrued liability.

Strong institutional framework

The institutional framework score for Massachusetts municipalities is strong.

Outlook

The stable outlook reflects our opinion that Needham's very healthy reserves will be sustained due to the town's strong management practices and conservative operating profile. Its large economy provides additional underlying strength. Furthermore, we expect Needham to maintain at least a strong debt and contingent liability profile as it has taken proactive measures to mitigate any potential budgetary challenges regarding pension and OPEB costs. Therefore, we do not expect a rating change within our two-year outlook period. However, we could lower the rating if operating performance weakens, leading to reserves falling below 15% of expenditures, or if the town fails to adhere to current management practices and financial policies.

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.globalcreditportal.com. All ratings affected by this rating action can be found on the S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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

MEETING DATE: 1/10/2017

Agenda Item	Open Annual Town Meeting Warrant
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>The Board is scheduled to open the warrant for the 2017 Annual Town Meeting. The Warrant is scheduled to be closed on February 14th.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
<p><i>Suggested Motion:</i> That the Board vote to open the warrant for the 2016 Annual Town Meeting.</p>	
3.	BACK UP INFORMATION ATTACHED
<p>a. Preliminary List of Warrant Articles, January 10, 2017</p>	

Amend General By-Law – Establish Departmental Revolving Fund for Community Events in Public Facilities	Board of Selectmen
Amend General By-Law – Establish Departmental Revolving Fund for Pupil and District-wide Transportation	School Committee
Authorization to Expend State Funds for Public Ways	Board of Selectmen

GENERAL ARTICLES/ CITIZENS’ PETITIONS/COMMITTEE ARTICLES

Amend General By-Law – Denial, Revocation, Suspension or Nonrenewal of Licenses or Permits	Board of Selectmen
Amend General By-law – Hawkers & Peddlers	Board of Selectmen
Acceptance of Easements	Board of Selectmen
Grant of Easement	Board of Selectmen
Extinguish Easement	Board of Selectmen
Acquisition of Real Property	Board of Selectmen
Acceptance of M.G.L. – Affordable Housing Trust	Board of Selectmen
Acceptance of M.G.L. – Speed Limitations	Board of Selectmen

ROSEMARY POOL ARTICLES

Amend Zoning By-law	Planning Board
Clear Title Property	Board of Selectmen
Appropriate for CPA Project - Rosemary Recreation Complex	CPC

COMMUNITY PRESERVATION ACT ARTICLES

Appropriate for CPA Project – Rosemary Lake Sediment Removal - Removal Activities	CPC
Appropriate for CPA Project – Cricket Field Renovation	CPC
Appropriate for CPA Project – Hillside School Walking Trails	CPC
Appropriate for CPA Project – Needham Accessible Reservoir Trail	CPC
Appropriate for CPA Project – Echo Bridge Railings	CPC
Appropriate for CPA Project – Purchase of Open Space	CPC
Appropriate to Community Preservation Fund	CPC

CAPITAL ARTICLES

Rescind Debt Authorizations	Board of Selectmen
Appropriate for General Fund Cash Capital	Board of Selectmen
Appropriate for Public Works Infrastructure Program	Board of Selectmen
Appropriate for Public Safety Complex/Station #2 Design	Board of Selectmen
Appropriate for Pollard School Bathroom Upgrades	Board of Selectmen
Appropriate for RTS Enterprise Fund Cash Capital	Board of Selectmen
Appropriate for RTS Fleet Replacement	Board of Selectmen
Appropriate for Sewer Pump Station Improvements	Board of Selectmen
Appropriate for Water Enterprise Fund Cash Capital	Board of Selectmen
Appropriate for Water Distribution System Improvements	Board of Selectmen
Appropriate for High School Expansion	Board of Selectmen
Appropriate for Fuel Island Relocation & Upgrade	Board of Selectmen
Appropriate for DPW Seasonal Storage Facility	Board of Selectmen
Appropriate for Memorial Park Building and Grounds Improvements	Board of Selectmen

Appropriate for Rosemary Recreation Complex

Board of Selectmen

TOWN RESERVE ARTICLES

Appropriate for Athletic Facility Improvement Fund

Board of Selectmen

Appropriate to Capital Improvement Fund

Board of Selectmen

Appropriate to Capital Facility Fund

Board of Selectmen

Appropriate to Debt Service Stabilization Fund

Board of Selectmen

Appropriate to Stabilization Fund

Board of Selectmen

& Finance Committee

ZONING/LAND USE ARTICLES

Amend Zoning By-law

Planning Board

Omnibus

Board of Selectmen

DRAFT



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

MEETING DATE: 01/10/2017

Agenda Item	Town Manager Report
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Town Manager will update the Board on issues not covered on the agenda.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
3.	BACK UP INFORMATION ATTACHED
	none



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

MEETING DATE: 01/10/2017

Agenda Item	Noise By-Law
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Board will discuss next steps in its evaluation of the Noise By-Law.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
3.	BACK UP INFORMATION ATTACHED



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

MEETING DATE: 01/10/2017

Agenda Item	Demolition Delay By-Law
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Board will discuss next steps in its evaluation of the Demolition Delay By-Law.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
3.	BACK UP INFORMATION ATTACHED



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

MEETING DATE: 01/10/2017

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

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

Event Manager Name (Name that will appear on license)	ERNEST A. STEVENS Jr. (JAY)		
Event Manager Address	20 LAUREL DR. NORTHAM 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 checked="" type="checkbox"/> Non-profit	<input type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached		
	Form of Proof: <u>503-C6</u>		
Name of Event	BIRTHDAY PARTY - BRIAN BRESNOWN		
Date of Event	1/17/17		
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: 19:00	TO: 23:00	(7-11)
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 MORROW ST. NORTHAM MA 02492		
Who will be serving the alcohol to your guests?	CHRIS WILLIAMS		
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).	CHRIS WILLIAMS		
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:	<i>E.A. Stevens</i>		Date: 12/29/16

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

Event Manager Name (Name that will appear on license)	ERNEST A. STEVENS Jr. (Jay)		
Event Manager Address	20 LAUREL DR. MIDDLETOWN MA 02472		
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 checked="" type="checkbox"/> Non-profit	<input type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached		Form of Proof: 503-C6
Name of Event	HILLSIDE School FUNDRAISER (Laura Ready)		
Date of Event	1/21/17		
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: 19:00	TO: 23:00	(7-11)
Are tickets being sold in advance for this event?	<input checked="" type="checkbox"/> YES	\$ /per ticket	<input type="checkbox"/> NO
Is there an admission fee for this event?	<input type="checkbox"/> YES	\$ /per ticket	<input checked="" type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
How many people are you expecting at this event?	125		
Name & address of event location. Please attach proof of permission to use this facility.	Village Club 83 MORTON ST. MIDDLETOWN MA 02472		
Who will be serving the alcohol to your guests?	TBD (will be known as event gets closer)		
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).	TIPS certificates on file at office of Town Manager.		
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:	Ed A. Stevens		Date: 12/29/16

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

Event Manager Name (Name that will appear on license)	BRUNST A. STEVENS JR. (Jay)		
Event Manager Address	20 LAUREL DR. MIDDLETOWN MA. 02492		
Event Manager Phone Number	617-584-1232		
Organization Representing (if applicable)	Villages Club		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input checked="" type="checkbox"/> Non-profit	<input type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached		
	Form of Proof: 503-C6		
Name of Event	ELIOT SCHOOL FUNDRAISER (MIDDLETOWN Lopez)		
Date of Event	1/28/17		
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: 19:00	TO: 23:00	(7-11)
Are tickets being sold in advance for this event?	<input checked="" type="checkbox"/> YES	\$ /per ticket	<input type="checkbox"/> NO
Is there an admission fee for this event?	<input checked="" 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?	125		
Name & address of event location. Please attach proof of permission to use this facility.	Villages Club 83 MORTON ST. NEWBHAM MA. 02492		
Who will be serving the alcohol to your guests?	TBD (will be known as event gets closer)		
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).	TIPS certifications on file at Office of Town Manager		
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:	[Signature]		Date: 12/29/16

Minutes
Board of Selectmen Meeting
December 2, 2016

12:30 p.m. A special meeting of the Board of Selectmen was convened by Chairman Matt Borrelli at the Center at the Heights. Present were Ms. Marianne Cooley, Mr. Daniel Matthews, Mr. John Bulian, Mr. Moe Handel, Assistant Town Manager David Davison, Assistant Town Manager Christopher Coleman, and Town Manager Kate Fitzpatrick.

12:30 p.m. The Board discussed the fiscal year 2017/2018 proposed goals and objectives and Town Meeting issues: maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments; ensure appropriate regulation an assessment of, and investment in infrastructure, maintain and improve the vitality and economic success of the Town; expand energy efficient and environmentally sound operations for the Town and its residents and businesses; maintain and develop amenities that contribute to the desirability of Needham as a place to live and work; maintain and enhance the Town's Financial Sustainability; and evaluate Town Operations and Administration.

The Board discussed several action items including: pursuing acquisition of property adjacent to public safety buildings, funding plans for full-day kindergarten, endorsing 470 Dedham Avenue as the long-term home for DPW, scheduling a meeting with the Planning Board about the Police & Fire Station project, traffic conditions relating to the Add-a-Lane project, the development of a complete streets policy, the Large House Study Committee report, next steps in the revision of the food truck policy, the concept of banning plastic bags, the impact of legalization of marijuana, private trash haulers, the road race policy, and the health suite.

4:00 p.m. **Motion: Mr. Handel moved that the meeting be adjourned. The motion was seconded by Mr. Bulian. Unanimous: 5-0.**

**Town of Needham
Board of Selectmen
Minutes for December 6, 2016
Selectmen's Chamber
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, and Town Manager Kate Fitzpatrick. Recording Secretary Mary Hunt joined the meeting at 6:45 p.m.

Motion by Mr. Bulian 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. Handel. Mr. Borrelli polled the Board. Unanimously approved 5-0.

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

7:00 p.m. The public portion of the Board of Selectmen meeting of December 6, 2016, was convened by Chairman Matthew D. Borrelli.

7:00 p.m. Public Hearing: Eversource Energy - Glendale Road
Maureen Carroll, Eversource Energy representative appeared before the Board requesting permission to install about 39 feet of conduit from pole 211/11 in Glendale Road. Ms. Carroll said the work is necessary to provide underground electric service to a new home at 89 Glendale Road, Needham.

Ms. Fitzpatrick indicated all paperwork is in order.

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

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

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

7:01 p.m. Appointments and Consent Agenda:
Motion by Mr. Bulian that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS:

1. **Commission on Disabilities** **Tatiana Swanson (Term Expires: 6/30/2019)**

CONSENT AGENDA:

1. **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):**
 - **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**
 - **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. **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):**
 - **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. **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):**
 - **Sol Soul Family Foods LLC d/b/a Hearth Pizzeria**
 - **Spiga, LLC d/b/a Spiga**
4. **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):**
 - **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. **Approve for calendar year 2017 requests for license renewals of Package Stores- Wine and Malt Beverages for the following establishment:**
 - **Volante Farms**

6. Approve for calendar year 2017 request for Innholder – All Alcoholic License Renewal for the following establishments:
 - Colwen Management, Inc. d/b/a Residence Inn
 - Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel
7. 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):
 - The Needham Golf Club
 - Village Club Building Assoc. Inc.
 - Lt. Manson Carter Post #2498 V.F.W. of U.S.
8. Approve for calendar year 2017 requests for license renewals of Common Victualler Licenses for the following establishments (subject to receipt of required completed paperwork):
 - 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 Cuisine 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
 - Lt. Manson Carter Post 2498 V.F.W. of U.S.
 - Village Club Building Assoc. Inc.
 - Volante Farms
9. Approve for calendar year 2017 requests for various license renewals as detailed below for the following establishments (subject to receipt of required completed paperwork):
- 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. Approve for calendar year 2017 the following requests for Class I & Class II Used Car Dealer Licenses (subject to receipt of required completed paperwork):
 - 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. Accept a \$1,000 donation made to the Needham Public Health Department's Traveling Meals Program from Darshana and Sandeep Thakore, Needham residents.
 12. Accept the following donations made to the Needham Community Revitalization Trust fund:
 - \$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

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

7:02 p.m.

Public Hearing on the Demolition Delay By-law:

Gloria Greis, Executive Director, Needham Historical Society, Rick Hardy, Chair, Needham Historic Commission, and Jeff Heller, member, Needham Historic Commission appeared before the Board to discuss a proposal developed in 2015 to extend the demolition delay by-law from six months to twelve months.

Mr. Borrelli gave background information and said the Board of Selectmen may be interested in expanding the demolition delay from six months to twelve months.

Rick Hardy gave a brief history of the Historical Commission and current six month demolition delay by-law passed by Town Meeting in the 1980's. He commented the by-law also gives the Historical Commission authority to designate a building or structure as historically significant without asking permission of the owners. He noted however, it has been the tradition in Needham to ask permission of the owners before placing a property on the "Inventory of Historic Properties in Needham" list. He commented if permission is not granted by the owner, the property is not placed on the list, and therefore not subject to the demolition delay by-law. Mr. Hardy explained the criteria to determine a building as historically significant, and therefore listed on the "Inventory of Historic Properties in Needham." He said approximately 140 properties are on Needham's inventory list, and compared Needham's by-law with other cities and towns in the Commonwealth.

Mr. Borrelli asked Mr. Hardy how many homeowners have appeared before the Historical Commission regarding the demolition delay, if he favors extending the by-law to twelve months, and whether an extension would make a significant difference.

Mr. Hardy said a six month demolition delay does not have any impact, in that a builder or developer can wait out the time.

Jeff Heller said there is support to extend the delay to twelve months. He clarified a six month demolition delay is not much of a hindrance, while a twelve month delay is more of a deterrent. He noted if someone is determined to knock down a historic property, it will happen. Mr. Heller commented on the possibility of developing historic district commissions as more of a control, noting Town Meeting would be required to vote and approve each district. He said more research is required.

Mr. Borrelli invited public comment.

Jeff Heller, 1092 Central Avenue said he supports extending the demolition delay. He said when he bought his home he did not have the opportunity to "weigh in" voluntarily, as the home was already on the inventory list. He said while he was

aware the home was on the list he did not know about the covenant, noting "buyer beware." He acknowledged his lawyer should have done research and informed him, hence his feelings about extending the delay, voluntarily being placed on the list, and control.

Mr. Matthews said he favors increasing the delay. He commented on the by-law and the practice in Needham of not putting properties on the list without approval from the owner. He asked if the practice should become part of the by-law?

Mr. Hardy agreed the informal practice of not putting properties on the list without approval from the owner should be part of the next revision of the demolition delay by-law.

Mr. Matthews asked if owners currently on the list know they are on the list?

Mr. Hardy said the first inventory was created in the 1970's, before the Town adopted the demolition delay by-law. He wondered whether, at the time of adoption of the demolition delay by-law, if owners were informed that the Town adopted the by-law, thereby affecting their property. He said he did not know the answer.

Discussion ensued regarding a homeowner who wanted to sell his home a few years ago, who had not consented to being on the historic inventory list, and the opinion of Town Counsel at that time.

Mr. Matthews commented some property owners are concerned about what exactly is their situation. He said it would make sense for people to voluntarily agree to be on the inventory list, and then, if the property is sold the buyer understands the condition. He said once a property is on the inventory list it will be subject to various approvals by Town Meeting, including lengthening the demolition delay. Mr. Matthews suggested the list be on record at the Registry of Deeds.

Discussion ensued on the process at the Building Department when a demolition delay is filed and the due diligence necessary in the realtor community.

Edward Scribner, 1426 Great Plain Avenue said he was never notified that his home is on the historic inventory list. He asked what criteria put the home on the list. He said he does not feel there is anything about his home that is historically significant. He questioned whether owners were notified in the 1970's, suggesting no due process. He questioned the significance of the Mackintosh historic district.

Mr. Handel commented the demolition delay by-law does not affect putting an addition on a house or renovating a house, it only affects the removal of the house.

Dave Wilson, 28 Maple Street agreed with suggestions made by Mr. Matthews. He favors extending the demolition delay to twelve months.

Jim Reutenik, 236 Greendale Avenue asked how many homes on the list have been torn down. Mr. Hardy said 12 of 140 homes have been torn down under the six month delay by-law. Mr. Reutenik said he prefers historic homes and leans toward individual property rights. He said preserving historic homes benefits the community at large, but feels historic home owners should get a financial benefit. Mr. Reutenik said owners of historic homes should be recognized by the Historic Commission, rather than having things imposed upon them that will have a financial impact. He said he favors a six month demolition delay by-law.

CeCe Flemming, 664 Great Plain Avenue is concerned owners won't have a choice whether or not to stay on the inventory list. She commented if homeowners were never allowed to tear down a home, the future value of the home and buyer pool would be drastically impacted. Ms. Flemming said current owners should have the chance to opt in or out of the inventory list, knowing the change in the by-law from six to twelve months. She said a title search is often done shortly before closing on a home, and potential buyers need to know earlier in the process whether a home is on the list. She concluded that she is not in favor of "blindly" extending the by-law from six to twelve months.

Anna Wils, 56 Howland Street (formerly Mrs. Boyd's Hat Shop) said she takes enormous pleasure and pride in the history of her home. She said she moved to Needham because it is a beautiful town, with beautiful old homes that give value to the town. She feels the value of the town is decreasing and simply less beautiful when old homes are torn down. She said owners of older homes give value by keeping something that is special, historic, and unique to the Town. She strongly favors a twelve month by-law.

Stuart Mentzer, 192 South Street (formerly Andrew Wyeth's home) asked for clarification on whether exterior work to homes is included in the by-law change from six months to twelve months. Mr. Handel said he has never had a problem or delay in getting a building permit to have work done on his historic home. Mr. Mentzer favors preventing demolition of great old homes, and asked if a twelve month delay is a maximum amount of time? Ms. Greis explained the Historic Commission hearing process, and said if a home is not able to be preserved the delay is not imposed. Mr. Mentzer spoke about effectiveness, wondering if the Town could do more rather than just delay demolition. He said he favors any effective tool to save older homes that is not a serious financial hardship to homeowners.

Mr. Borrelli referenced a letter received from Nancy Wetherell, 28 Wyoming Avenue who favors modernizing, rather than tearing down a home. Ms. Wetherell favors extending the demolition delay.

Mr. Borrelli closed the public portion of the hearing, and asked for comments from the Board.

Mr. Bulian asked whether homeowners have a “paper trail” when a property is placed on the inventory list. He said he is concerned home buyers may not be aware of a home’s status and asked how often people approach the Historic Commission for an explanation? He said he wants to better understand the voluntary aspect of the process. Ms. Greis said owners consent in writing before a home is placed on the inventory list, and it is up to homeowners to pass the information on to prospective buyers. Ms. Greis agreed recording the information at the Registry of Deeds is a great benefit. Mr. Bulian said there is a value to saving vintage homes. He commented he has not made a decision whether to support a change to the by-law.

Mr. Borrelli suggested the Historic Commission meet with homeowners on the inventory list who may have concerns. Ms. Greis said a meeting is being planned for the spring 2017.

Mr. Matthews said the issue is difficult whether Town Meeting should have the authority to change the rules for properties on the inventory list. He said Town Meeting must be careful not to add to the burden, and argued the inventory list is meaningless if owners can opt out anytime there is a change to the by-law. He strongly favors the inventory list be recorded at the Registry of Deeds so banks, buyers, realtors, and current owners know the status of the house.

Mr. Handel said the question is whether to extend the delay to make it more effective in saving remaining historic homes. He commented the image a house has because it has a plaque is actually more restrictive than the reality of Needham’s by-law. He said older homes have value as pointed out, and the reason for the delay is because historic homes cannot be replaced. Mr. Handel said he favors action that recognizes the limits people have when they buy a historic property to preserve what is left of the Town’s historic inventory. He concurred with suggestions made by Mr. Matthews.

Ms. Cooley said she is shocked with the idea that it would be the realtors responsibility, rather than the homeowner to make potential buyers aware a home is on the historic inventory list. She concurred with Mr. Matthews suggestions, also saying residents need to be educated as to their rights as a historic home owner. Ms. Cooley said she would like to hear from more people as to extending the by-law to twelve months. She said she would rather have success in keeping historic homes and is not sure what problem is solved by extending the demolition delay to twelve months.

Mr. Handel said extending the by-law to twelve months will not stop historic demolition, but may prevent some historic homes from being torn down. He said additional delay allows a little more time to develop other alternatives for the home or other buyers.

Mr. Borrelli said Needham is lucky to have many people sign on to the historic inventory list. He said he is thankful to homeowners who have given up a property right to be on the list. Mr. Borrelli said the by-law must be in order so people are satisfied being on the list and that they know what they are getting into should the by-law be extended to twelve months. He said more thought is needed before making a determination.

Mr. Borrelli closed the public hearing.

8:05 p.m.

Verizon Small Cell Sites:

Josh Lanzetta, Associate, McLane Middleton, Betsy Mason, Attorney, McLane Middleton, and Thomas White, Site Acquisition Specialist, 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 appeared before the Board to explain 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.

Mr. Lanzetta explained small cell sites enable wireless communication providers to add coverage and capacity in weak signal areas without building conventional, full-scale "macro" cell sites. He said small cell sites help off load some of macro cell site capacity, thereby improving service. He commented the plan by Verizon is to roll out 5G technology in the Northeast and nationally. Mr. Lanzetta said the plan in Needham includes 4 antennas to be placed on existing utility poles along Route 135.

Aerial photographs and schematics of the project were shown.

Mr. Handel asked about the increase in radio frequency waves and potential health effects. Mr. Lanzetta explained Verizon is in compliance with FCC regulations and are at or under the maximum permissible exposure (MPE) level. He commented on the RF and MPE, noting the antennas are smaller and operate at a fraction of the MPE levels. Mr. Lanzetta said the antennas are exclusive to the carrier that is proposing to use them.

Ms. Cooley asked how many other towns have the technology. Mr. Lanzetta said most of the North shore towns in Massachusetts, Boston, Newton, Woburn, Bellingham, as well as California and Texas have the technology.

Mr. Bulian asked if current equipment is capable of accessing 5G speed. Mr. Lanzetta said yes, but it might not be as fast.

Mr. Borrelli asked about the financial benefit for the town? Mr. Lanzetta said there are instances such as municipally owned buildings which have a lease agreement, but the poles in Needham are already in the right-of-way. He said however, the Town has the discretion to tax an antenna installation. Ms. Mason said license

agreements with pole owners (Eversource and Verizon) exist and rent is paid for use of the pole. Discussion ensued on the current Needham by-law and possible compensation.

Mr. Borrelli said further discussion is necessary and thanked the presenters for the information.

8:25 p.m.

Fire Chief:

Dennis Condon, Fire Chief appeared before the Board with two items to discuss:

1. ISO Public Protection Classification Program

Chief Condon updated the Board on the recent evaluation of the Town's structural fire suppression delivery system by ISO (Insurance Services Office, Inc.).

He stated the Town was previously classified as a Class III community, and has moved up to a Class II. He said depending on the insurance carrier for homeowners, the classification may have a positive effect on property insurance rates. He noted in the past, the ISO rating was a major factor and was used by all insurance companies but today insurance companies use a variety of methods and data to calculate rates. Many still give the ISO rating a lot of weight, while some use other factors.

Mr. Borrelli thanked Chief Condon for his work.

2. Clear a Hydrant Program

Chief Condon explained a new program being offered by the Fire Department - Clear a Hydrant Program. He said the program has been designed to make it easy for residents to register, by using the Town's website, to clear hydrants throughout the Town - location selected by the resident - from snow accumulation this winter. Chief Condon said the program encourages residents to clear hydrants, and through a competition which will award the winner with a ride to school for four students on a fire engine.

A video showing how residents can select a hydrant in their neighborhood was viewed.

The Board thanked Chief Condon for the presentation.

8:37 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 4 items to discuss:

1. CPA Project Updates

Ms. Fitzpatrick updated the Board on the CPA project applications under the jurisdiction, in some manner, of the Board of Selectmen. A listing of applications filed by the December 1, 2016 deadline was reviewed including Rosemary Recreation Complex, Rosemary Lake Sediment Removal - Removal Activities,

Cricket Field Renovation, Hillside School Walking Trails, Needham Accessible Reservoir Trail, Echo Bridge Railings, and Preservation of Open Space.

2. Accept Sewer Easement

Ms. Fitzpatrick recommended 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. She said relocation of the sewer line was approved by the Board in its Agreement with Mill Creek.

Motion by Mr. Handel that the Board approve and authorize the Chairman to sign the Grant of Sewer Easement from MCREF Needham, LLC (Modera Needham).

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

Mr. Matthews said signing the Grant of Sewer Easement is an element of the settlement the Town entered into regarding the project. He commented it is hoped, although not satisfactory to all, it will work out for the best interest of the community.

3. FY2017 Water Billing

Mr. Borrelli said the Board has received emails and phone calls from residents regarding the latest water bill they received.

Ms. Fitzpatrick provided the Board with an update on the FY2017 water billing. She said residents who have called said their bill is significantly higher than previous billing periods. She said the Town can take steps to further educate residents with respect to its non-essential outdoor water use. Ms. Fitzpatrick commented total water use for the community is up, as well as irrigation use, which she said was significantly higher. Sample bills were reviewed showing various types of water usage within Needham.

Discussion ensued on rate changes and the impact of irrigation. Ms. Cooley noted the bills from previous years can be viewed on the Town website. Mr. Bulion commented the DPW can help residents understand their bill or who have concerns.

Mr. Matthews concurred there have been rate changes and changes in the billing form, but the driver for the higher bills is due to use of irrigation. He said the Town is obligated for conform with State policy and to make sure Needham has good, clean water all the time. He said the public must use water in a way that is within their means.

4. Preliminary FY2018-FY2022 Capital Improvement Plan

Ms. Fitzpatrick discussed with the Board the preliminary Capital Improvement Plan for FY2018-FY2022. She highlighted the plan, along with items discussed at the Board of Selectmen meeting on November 22, 2016. She commented eight buildings are under consideration for update/renovation including Department of Public Works, Hillside School, Public Safety Building, Fire Station #2, Needham

High School, Memorial Park Field House, Rosemary Pool Complex, and Emery Grover. She commented on various FY2018 Tier One Recommendations. Ms. Fitzpatrick said continued investment in Pollard Middle School is recommended. She asked the Board if it had any questions and said a final vote is scheduled for December 20, 2016.

Ms. Fitzpatrick noted a capital facility meeting held on October 19, 2016 was productive. Mr. Borrelli said it was interesting to hear about the capital needs from different boards and committees.

Ms. Fitzpatrick said the grand reopening of the Eliot Street bridge is scheduled for December 17, 2016. She also commented on the Highland Avenue/Route 128 project and the concern of the placement of a stop sign, as well as new lane striping. She said the Town continues working closely with Mass DOT.

- 9:09 p.m. Board Discussion:
1. Committee Reports
No Committee Reports were made.

- 9:10 p.m. Adjourn:
Motion by Mr. Bulian that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of December 6, 2016.
Second: Ms. Cooley. Unanimously approved 5-0.

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

**Town of Needham
Board of Selectmen
Minutes for December 20, 2016
Needham Town Hall**

6:45 p.m. Informal Meeting with Citizens: Thomas Crimlisk, 4 Memorial Circle spoke with the Board expressing concern about terrorism and the influx of immigrants into the United States. The Board was willing to listen to Mr. Crimlisk's concerns, telling him diversity is one of Needham's strongest attributes.

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

A moment of silence was observed recognizing Detective John O'Brien, Sr., Firefighter Frank Ficcardi, Police Officer William Peter Matthes, III, Police Officer Robert Driggs, and Police Officer Richard Cyr, all of whom passed away during 2016.

7:01 p.m. Needham Housing Authority:
Reg Foster, Chair, Needham Housing Authority appeared before the Board to introduce newly appointed Executive Director Paul DuMouchel and to discuss ongoing issues and future planning.

A powerpoint presentation was viewed showing recent accomplishments and challenges ahead for the Needham Housing Authority. Mr. Foster spoke about repairs at the Seabeds Way facility due to ice dams, High Rock Homes federalization, occupancy/wait list, and the financial health of the Needham Housing Authority. Mr. Foster commented on the lack of affordable housing in greater Boston, underfunding of capital infrastructure and maintenance, and uncertainty with the incoming Trump administration. Mr. Foster said the NHA will hold a meeting on Saturday, January 28, 2017 to discuss strategic planning and potential redevelopment of the Linden Chambers complex.

Discussion ensued about Linden Chambers and changes in the Town since 2010. Mr. Foster noted that Needham's reaching its 10% subsidized housing inventory goal, funding changes, and new administrations may affect decisions.

Mr. Handel suggested residents may benefit in understanding how the Housing Authority relates to Town government. Mr. Foster explained that while the Housing Authority feels a part of Needham Town government, under state law the Housing Authority is a quasi State agency. He explained the make up of the Needham Housing Authority.

Mr. Bulian suggested the Housing Authority keep the neighbors in mind and engaged when moving forward, noting they are an important stakeholder in the project. He said he is glad Linden Chambers is being considered again.

Mr. Matthews said the job of Executive Director is the most important employee in the Housing Authority. He said the job is extremely demanding, noting pay is not at the same professional skill level as in other places. He commented he is not surprised to hear people who do well are offered other opportunities. Mr. Matthews said the Town wants people to succeed, however he suggested Mr. Foster continue thinking about hiring an Assistant Director. Mr. Matthews said tough work lies ahead and the Board of Selectmen want to be supportive of the Housing Authority mission, suggesting the Housing Authority keep the Town Manager and Board of Selectmen "in the loop."

7:28 p.m.

Commercial Marijuana Law:

Timothy McDonald, Director of Public Health and Stephen Epstein, M.D., member, Needham Board of Health provided the Board with suggestions for recommending changes to the commercial use of marijuana law. It was noted the Town's legislative delegation is scheduled to meet with the Board in January, 2017.

Mr. Borrelli thanked Mr. McDonald for his memorandum dated November 29, 2016.

Mr. McDonald said the Board of Health had a discussion on December 2, 2016, to understand the impact of the statewide vote and Needham's vote, specifically, and what changes would be appropriate to protect health and wellness in the community. He said it is understood the concept of legalization of marijuana for commercial use is already passed and accepted, and that changes would have to be "fairly technical in nature and on the margins."

Dr. Epstein said two major public health concerns include youth access and impaired driving. He said home growing and environmental (electricity, mold, odors) issues are also of concern. Discussion ensued on impaired driving, current testing for acute intoxication vs. chronic marijuana use, youth access, distinguishing between a medical marijuana facility and a commercial facility (which would operate by different rules), and the zoning change made near Route 128 to allow for mixed use/housing. Dr. Epstein explained the difference between a medical marijuana facility and a commercial use facility, as well as associated advertising. Dr. Epstein said the Board of Health, operating as an agent of the State Department of Public Health, rather than as an agent of the Town, may have some unique ability to assist. He said one idea includes a different buffer zone for a medical facility and commercial facility, noting the possibility of families with small children in close proximity to a commercial marijuana facility that may have extensive advertising. Dr. Epstein commented State Representative Denise Garlick attended the Board of Health meeting looking for ideas in what the State can do, noting some ideas

include raising the tax rate, raising the minimum age to 25 years old, and greater local control.

Mr. Borrelli said he has no interest in having a commercial facility in Needham. He said he felt this way even before the vote was taken. He commented he is intrigued by possible regulations by the Board of Health, as well as the Board of Selectmen's authority to seek to prohibit a commercial facility by ballot vote.

Mr. McDonald commented most regulations by the Board of Health would be about the operation of a facility, i.e. semiannual inspections, quarterly compliance checks. He commented Sage Cannabis, a medical marijuana facility, is planning to open in Needham by June 2017.

Mr. Handel commented it took decades for the Town to allow the sale of alcohol, and he feels the Town is entitled to have the same process whether or not the community wants commercial marijuana sales. He commented the vote in Needham (45% for/55% against) must be respected, and to at least have a referendum. He commented he does not want Board of Health regulations to compromise new zoning reforms, particularly in the Wexford Street area. Mr. Handel said he does not want a retail facility to compromise the ability for the kind of development that the Board of Selectmen and Planning Board have spent much time and energy to spark. He suggested the community work with legislators who have the ability to make a decision about commercial marijuana in Needham, on the basis of "opting in," as opposed to "opting out."

Dr. Epstein said the Board of Health has been very cognizant of the work by the Planning Board and the Town. He stated however, it was upsetting to find the Planning Board changed the zoning of the Wexford Street area without even considering a marijuana dispensary was scheduled to open in the location. He commented the BOH supported having a dispensary in the area partly because a reasonable buffer zone would be established. He said in changing the area to "mixed use," the Planning Board did not respect what happened at the previous Town Meeting. He said he would be interested in ideas to adequately control commercial development for marijuana, while protecting the ability of having a medical establishment and housing in the area.

Mr. Handel commented zoning changes require 2/3's vote at Town Meeting, while regulations are not decided by Town Meeting, thereby possibly compromising the will of Town Meeting. He said the best solution is to decide as a community whether the product should be sold in Needham on a commercial basis.

Mr. Borrelli said balance is necessary and discussions must continue to restrict commercial use.

Ms. Cooley said the recommendations from the BOH are helpful, but the potential for a commercial marijuana ballot question is one the Town should exercise.

Mr. Bulian agreed with Mr. Handel, Ms. Cooley, and Mr. Borrelli regarding a ballot question. He pointed out personal home-growing regulations are necessary for safety, but must be a balanced with rules enforcement without being too obtrusive. He commented scanner technology should be used in commercial facilities throughout the State.

Mr. Matthews said the issue is if the Town is going to work with a newly enacted statute, or whether it will be changed in some way. He said, in general, voters have very little idea of the details of regulations in the statute. He said voters would probably not object to reasonable changes in the statute, if the changes move in the direction of what the voters already thought they were voting for. He asked about a timeline for the legislature to amend the new statute? Mr. McDonald said he thought the legislature may decide to “take up” changes to the law in late January or early February. Mr. Matthews suggested high priority be given to building Statewide consensus with everyone who shares concerns and who want to make changes, well before the January 2018 implementation date. He commented the “fallback” would be to make sense of the statute as written by the industry. Discussion ensued regarding restrictions and timing of putting a referendum on the ballot.

The Board thanked Mr. McDonald and Dr. Epstein for the information.

8:00 p.m.

Age-Friendly Community Project Update:

Mr. McDonald updated the Board on the progress of the Age-Friendly Community Project. He said the Public Health Department and Council on Aging submitted a Healthy Aging grant application to the MetroWest Health Foundation, which was granted in November. He said the focus of the grant will be to address some of the challenges of senior transportation (better coordinating senior transportation, or better publicizing what already exists, rather than something that would create more senior transportation); and to develop a combined product (booklet, referral resources, and DVD) that will help Needham seniors assess options for modification making their homes more accessible.

Mr. Borrelli suggested contacting the City of Newton regarding their transportation initiative. He said small things can be done by the Town to help seniors with accessibility issues.

Mr. Handel said suggested North Hill may share with the Town their assessment tool to help people assess their home. Mr. McDonald said one of the goals of the Health Department is to be a trusted resource for seniors considering home modification.

Ms. Cooley suggested AARP may have helpful resources on housing issues.

Mr. Matthews said he was interested to learn that people are not satisfied with existing cab service in Town. He said he would be interested to know why. Mr. Matthews commented people want point to point transportation, and the Town could assist customers with how to use the system.

8:09 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with 4 items to discuss:

1. FY2018-FY2022 Capital Improvement Plan

Motion by Mr. Handel that the Board approve the FY2018 - FY2022 Capital Improvement Plan for transmittal to the Finance Committee.

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

2. Budget Best Practices & Priorities

Ms. Fitzpatrick reminded the Board that at its meeting on November 22, 2016, it discussed its annual statement of operating budget priorities, and a new statement of budgeting best practices. She noted the Board also reviewed a revision to the Capital Improvement Policies to include the newly created Debt Service Stabilization Fund.

Motion by Mr. Bulian that the Board vote to approve the fiscal year 2018 Statement of Best Practices & Budgeting Priorities dated December 20, 2016.

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

Motion by Mr. Bulian that the Board vote to approve the revision to the Capital Improvement Policies by including the Debt Service Stabilization Fund.

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

8:12 p.m.

Appointments and Consent Agenda:

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

APPOINTMENTS:

- | | |
|-----------------------------|--------------------------------------|
| 1. Needham Cultural Council | Gail Lustig (term expires 6/30/2019) |
| 2. Conservation Commission | Sue Barber (term expires 6/30/2017) |

CONSENT AGENDA

1. Accept the following donations made to the Needham Community Revitalization Trust fund:
 - \$300 from Edward & Carol de Lemos
 - \$100 from Gerald & Mary Murray
 - \$100 from Paul Good
 - \$250 from Marianne Cooley
2. Ratify a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club who hosted a Holiday Party event on December 17, 2016

from 7:00 p.m. to 11:00 p.m. The event was held at the Village Club, 83 Morton Street, Needham.

3. Approve a Special One Day All Alcoholic Beverages license for Ernest A. Steeves Jr. of the Village Club to hold a Holiday Party event on December 23, 2016 from 7:00 p.m. to 11:00 p.m. The event will be held at the Village Club, 83 Morton Street, Needham.
4. Approve Special One Day Wine & Malt Beverages licenses for Steve Volante of Volante Farms to host the following events: a Grand Tasting on January 21, 2017 from 6:00 p.m. to 10:00 p.m.; a Cooking class on February 4, 2017 from 12:00 p.m. to 3:00 p.m.; a Grand Tasting on February 11, 2017 from 12:00 p.m. to 4:00 p.m.; a Cooking class on March 4, 2017 from 12:00 p.m. to 3:00 p.m.; and a Grand Tasting on March 25, 2017 from 12:00 p.m. to 4:00 p.m. All events to be held in the Greenhouse at Volante Farms, 292 Forest Street, Needham.
5. Water & Sewer Abatement Order #1228
6. Approve a request for a One Day Entertainment license for RFK Kitchen to have live entertainment on December 31, 2016 from 9:00 p.m. to 1:00 a.m. This license is part of a pilot program for One Day Entertainment licenses.
7. Accept the following donations made to the Needham Health Department's Gift of Warmth fund: \$400 from the First Baptist Church in Needham, and \$200 from Shahin Sagafi of Rockville, MD.
8. Approve a request from New Garden to extend its liquor license on December 31, 2016 until 1:00 a.m. The Police Department has approved this request.
9. Upon the recommendation of the Assistant Town Manager/Director of Finance, approve a decrease in the mileage reimbursement rate for employee's use of personal vehicles from 56 cents to 53.5 cents effective January 1, 2017.
10. Accept the following donation made to the Needham Health Department's Traveling Meals Program: \$100 from Florence Volk, a Needham resident.
11. Approve a Special One Day All Alcoholic Beverages license request from Artie Crocker of New Year's Needham to hold its New Year's Needham Countdown party on December 31, 2016 from 9:30 p.m. to 12:30 a.m. in Powers Hall at Needham Town Hall.
12. Approve a request from Sheraton Needham to extend its liquor license on December 31, 2016 until 1:00 a.m. The Police Department had approved this request.

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

3. DPW Feasibility Study
Ms. Fitzpatrick recommended that the Board vote to accept the recommendation of Weston & Sampson to plan for the long-term reconstruction of the DPW facility at its present location at 470 Dedham Avenue. She noted plans for the first phases of the project - construction of a temporary fuel island and a seasonal storage facility - are already underway.

**Motion by Mr. Handel that the Board vote to accept the recommendation of Weston & Sampson that the preferred option for the reconstruction of the DPW facility is its present location at 470 Dedham Avenue.
Second: Mr. Bulian. Unanimously approved 5-0.**

4. Town Manager's Report

Ms. Fitzpatrick said Needham has been honored with a plaque for being a 2016 "Leading by Example" community, recognizing the Town's energy saving projects, including the Solar Array Project located at the Transfer Station.

Ms. Fitzpatrick told the Board the Drought Management Task Force continues to keep the drought warning in place and have asked residents to be mindful of the amount of water they use, even inside the home. She said residents with high water bills should also check their home for leaks.

Ms. Fitzpatrick thanked Tony DelGaizo, Dave Kelly, and Phil Ciesluk for their work in making sure Needham's interests were kept abreast during the reconstruction and reopening of the Eliot Street Bridge. She said the bridge reopening was celebrated on Saturday, December 17, 2016, with a snowy parade.

8:17 p.m.

Board Discussion:

1. Community Statement

**Motion by Ms. Cooley that the Board of Selectmen of the Town of Needham recognize Saturday, December 10, 2016 as Human Rights Day in Needham, reminding all residents that Needham is committed to creating and fostering a welcoming and safe community for all who live and work here. This commitment means we reject discrimination or acts of hate based on a person's race, color, gender identity, ethnicity, religion, sexual orientation, citizenship, ancestry, family/marital status, ability, source of income, military status, or age. Further, we remain diligent in celebrating diversity and inclusion in every possible aspect of life in Needham. We, therefore, ask our community to recognize Human Rights Day, finding the humanity within each other and to stand united with those most vulnerable among us.
Second: Mr. Handel. Unanimously approved 5-0.**

2. Housing Strategies

The Board discussed the purpose of the Affordable Housing Trust document and a draft of the Accessory Use Apartment rules and regulations.

Ms. Fitzpatrick said the purpose of the Affordable Housing Trust is to have a repository, particularly for fees the Town receives for monitoring of affordable housing. She also said contributions from the Community Preservation Fund or donations could be put in the Affordable Housing Trust. Ms. Fitzpatrick said funds could be used for monitoring, marketing and lottery efforts, technical studies related to proposed affordable housing, or small grant loan programs.

Mr. Borrelli commented on rules and regulations of accessory apartments in different communities which allow use in a structure or by adding on to a structure so related parties (i.e. elderly parents) can live together. The document he referred to also showed concerns people have and the impact accessory apartments have on a town (enforcement, traffic, schools, etc). Mr. Borrelli said he favors some sort of accessory use, but a workable, limited impact regulation will be difficult. He asked for Board input.

Mr. Bulian said the idea is interesting and deserves more study, but people must be aware of additional population. He said the Board of Selectmen have approved 526 apartment units currently under construction, rezoning in the Wexford Street area to allow for housing, other smaller subdivisions under construction, and possible rebuilding of the Linden Chambers complex. Mr. Bulian said there will be more traffic, congestion, and population on the roads. He commented he is concerned about the impact on Town services that have yet to be seen. Mr. Bulian said he supports looking at accommodations within the home, but he doesn't understand how separate adjacent structures would work in a fair and equitable manner.

Mr. Handel said the issue is an unrealized need in the Town for older residents. He commented having a separate kitchen in a home where an elderly person lives with family makes an enormous difference in the quality of their life. He commented eliminating the barrier to creating a separate kitchen should be done expeditiously.

Mr. Borrelli agreed there is a need to help people stay in their home.

Ms. Cooley suggested meeting with Karen Sunnarborg, Community Housing Specialist to discuss what other communities are doing before considering next steps for Needham.

Mr. Matthews said while folks are interested in accessory apartments, nobody wants a tax increase. He commented he is open minded, but under the current rules for accessory apartments people will have to be told whether it is for family members or some broader use with restrictions. He said it is worth learning more, noting the Town has agreed to construction of several hundred affordable and market priced units. He said the new housing will change the community in ways not currently understood.

Mr. Borrelli agreed with Ms. Cooley's suggestion of meeting with Karen Sunnarborg and establishing a small working group to consider the issue.

3. Committee Reports

Ms. Cooley reported the Large House Committee recommendations for revised zoning will not be a single article, but rather three articles: changes in setbacks, lot coverage/FAR, and height. Ms. Cooley said each article stands alone and will bring improvements.

8:40 p.m.

Executive Session: (Exception 6)

Motion by Mr. Bulian 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. Not to return to open session.

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

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

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

NoteL The meeting adjourned at 9:15 p.m.

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:	-\$112.10
Water Irrigation:	-\$944.80
Water Admin Fees	\$0.00
Sewer Sales:	\$0.00
Transfer Station Charges:	\$0.00
Total Abatement:	-\$1,056.90

Order #: 1229

Read and Approved:

[Signature] 1-6-2017
Assistant Director of Public Works
[Signature]
Director of Public Works

For the Board of Selectmen

Date: 1/10/17

Town of Needham
Water Sewer Billing System
Adjustment Form

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
DB	Greco	Anthony J	18427	8908	235	Hunting Road	\$0.00	-\$112.10	\$0.00	-\$112.10	ACC	N
DB	Kolow	Richard Audiovideoweb	23039	7824	147	Parker Road	-\$700.60	\$0.00	\$0.00	-\$700.60	EC	N
DB	Weiss	Robert A	14135	14656	40	Meetinghouse Circle	-\$244.20	\$0.00	\$0.00	-\$244.20	ACC	N

Total: -\$1,056.90

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

Legend:

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



BIKES NOT BOMBS

284 Amory Street • Jamaica Plain, MA 02130
 phone: 617-522-0222 • fax: 617-522-0922
www.bikesnotbombs.org • mail@bikesnotbombs.org

Dear Nikki Witham and Needham Town Hall,

Bikes Not Bombs will holding our 30th annual fundraising bike ride, the Bike-A-Thon, on Sunday June 4th, 2016. The same as in previous years, some of our cyclists will be passing through Needham. I've filled out the Road Event form, same as last year, but I'm including more information in this letter.

I want to mention up front that there are no points along our route where we plan to block, obstruct, or in any way interfere with vehicular or pedestrian traffic. This is not a race, and it is not a single mass of cyclists who stay together. Upon leaving the starting point in Jamaica Plain, each cyclist rides at their own pace, and they will be spread out over multiple miles and integrated into the normal flow of traffic. We give out a suggested route for cyclists to follow, and each cyclist is on the road as an individual, riding safely and single file on the road as would any other recreational cyclist. We will be instructing all riders to obey all traffic laws. These cyclists will also be experienced and comfortable with safely integrating themselves into the normal flow of traffic. We expect the impact on Sunday traffic to be negligible, as it has been on this same route each year, and we are not requesting any assistance from town authorities on the day of the event.

There are no spectators, stops, volunteer stations, parking, etc in Needham. It will only be cyclists on the road as a part of normal traffic.

This will be our 30th year of running this event smoothly and safely! Each of these heroic cyclists in the event raises money to support our non-profit bicycle programs. Our youth programs in Jamaica Plain help inner-city teens learn safe bicycling skills and mechanics skills, while earning their own bike. These bikes help them get to school or work and the skills lay a foundation for professional development that will help them get jobs.

I've attached a map of our route in 2016. We plan to use this same route. Riders will:

- Enter Needham on Central St. going N
- Turn right on Charles River St. going E
- Turn right on South St. and leave Needham going S
- Re-enter Needham on Chestnut St going N
- Turn right on South St. going E
- Turn right on Great Plain Ave, going E
- Turn left on Greendale Ave. going N
- Turn right on Kendrick St. going N and leave Needham

Riders will start to trickle into Needham around 11:45 am. The total mileage for each rider within the

town of Needham is about 5 miles, and riders will average about 15 mph, so we expect each rider to spend about 20 minutes on Needham roads. We expect our last riders will have exited Needham by 4:30pm.

Thank you for your continued support!

Farid Quraishi
Operations Manager
Bikes Not Bombs
284 Amory Street, Jamaica Plain, MA 02130
617-522-0222 x100



Town of Needham, Massachusetts Road Event Form

INTERNAL USE ONLY

DPW Police
 Fire OTM
 Park & Rec
 PFD Paid

TYPE OF EVENT: (check all that apply)

RUN WALK BICYCLE MOTORCYCLE

Name of Event:

Bike-A-Thon

Name of Organization:

Bikes Not Bombs

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

If yes, name of Town and date:

Needham 2016, 2015, 2014

**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:

284 Amory Street, Jamaica Plain, MA, 02130

**Organization
is
Not-for-Profit**

Organization Billing Address (if Police Detail is required):

284 Amory Street, Jamaica Plain, MA, 02130

Primary Contact:

Farsid Quraishi

Contact Title:

Operations Manager

Contact Address:

284 Amory Street, Jamaica Plain, MA, 02130

Contact Phone (Day):

617-522-0222 x 100

Contact Phone (Cell):

781-835-5601

Contact Email:

farsid@bikesnotbombs.org

Event Date(s): Sunday June 4 th 2017	Date Expected to be in Needham: Sunday June 4 th 2017
Earliest Time Expected in Needham: 11:45am	Latest Time Expected in Needham: 4:30 pm
Number of Expected Participants: 300	Number of Expected Spectators at Peak Time: 0
Are participants charged a fee? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Estimated Number of Vehicles: N/A	What type of Parking is required: N/A
Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked: There will not be any spectators for this section of our ride. There will not be any vehicles parked for this section.	
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? The event will be cancelled if weather poses a risk to riders.	
Will neighborhoods be impacted by parking and traffic? N/A No foreseeable impact to parking and traffic.	
What activities are planned for the start of the race (if in Needham)? Ride start is not in Needham. Ride start is in Jamaica Plain.	
What activities are planned for the end of the race (if in Needham)? Ride end is not in Needham. Ride end is in Jamaica Plain.	

What facilities are needed for the start of the race (if in Needham)?	N/A
What facilities are needed for the end of the race (if in Needham)?	N/A
Once the event begins, how long will it take to complete the event?	Rides will potentially be in Needham during this section from approximately 11:45 am to 4:30 pm.
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 signs requested.
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.	No
Will there be any food served? (contact Needham Health Dept: 781-455-7500 x262)	No
Will portable toilets be used? List locations.	Not in Needham. Jamarca Plain
Will hydration stops be set up along route? If yes, please include these on route plan.	Yes, not in Needham. Jamarca Plain.
If the event takes place after dark, what is the plan to meet lighting needs?	Not applicable. Daytime only.
What safety measures are being made for participants and spectators? What are plans for handling first aid and medical emergencies?	Designated riders with first aid equipment will be on ride and a safety/emergency plan is in place.
Does the event take place during commuter times?	No, event is on Sunday.
Is school in session during the event? Will school drop off or pick up be impacted by the event?	No, event is on Sunday.
Are businesses open during the time of the event?	No anticipated impact to business.
Does the route pass any business that might be impacted by the event? (e.g. funeral homes, markets, restaurants)	No anticipated impact to business.

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

Event is planned to take place after church services on Sunday. Event planned for noon/afternoon.

What is the plan to handle trash?

Riders are expected to carry all trash with them on the ride and to dispose using Bikes Not Bombs receptacles.

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:

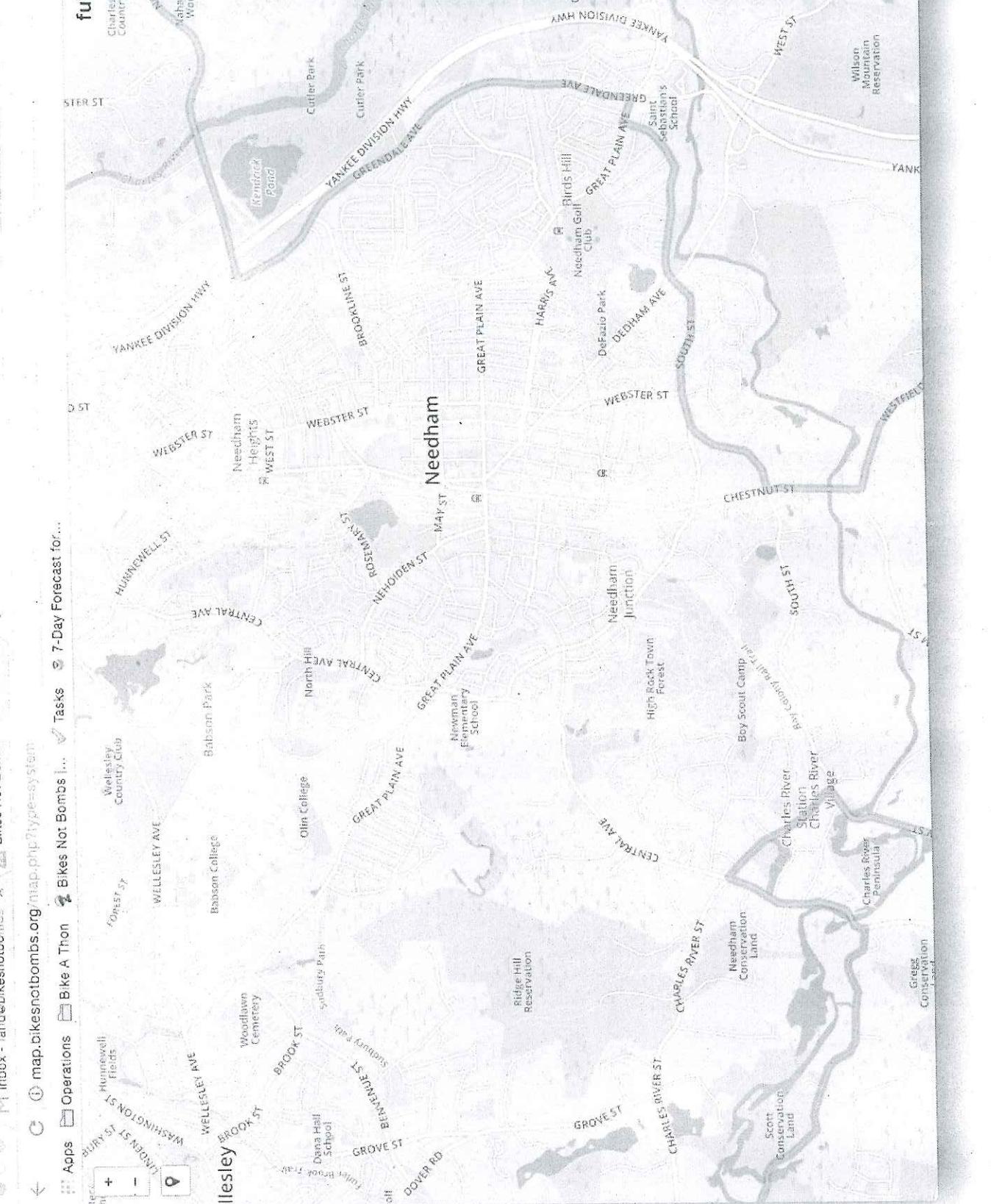
For Road Events scheduled more than 4 months out from application receipt date, a soft hold will be placed on the date, but final approval will not be granted until under the 4 month window. This is due to unforeseen conditions which may impact this event.

- Inbox - faro@bikesnotbombs x
- Bikes Not Bombs - Calendar x
- Bike-A-Thon full system map x

Other Bookmarks

- map.bikesnotbombs.org/map.php?type=system
- Tasks
- 7-Day Forecast for...

full system map
 ← back to menu



Map navigation controls including zoom in (+), zoom out (-), and a location pin icon.



Town of Needham, Massachusetts Road Event Form

pd. 12/5/16
INTERNAL USE ONLY

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN
2016 DEC -5 P 2:49

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

TYPE OF EVENT: (check all that apply)

RUN WALK BICYCLE MOTORCYCLE

Name of Event:

GREAT BEAR RUN

Name of Organization:

NEEDHAM TRACK CLUB

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:

53 COULTON PARK NEEDHAM MA 02492

Organization is Not-for-Profit

Organization Billing Address (if Police Detail is required):

(same)

Primary Contact:

JOHN HROWES

Contact Title:

PRESIDENT

Contact Address:

53 COULTON PARK
NEEDHAM MA 02492

Contact Phone (Day):

781-449-4954

Contact Phone (Cell):

781-856-4088

Contact Email:

NEEDHAM TRACK CLUB @ GMAIL.COM

Event Date(s): SUNDAY, MAY 21, 2017	Date Expected to be in Needham: MAY 21, 2017
---	--

Earliest Time Expected in Needham: 10:30 AM	Latest Time Expected in Needham: 2:45 PM
---	--

Number of Expected Participants: 950	Number of Expected Spectators at Peak Time: 300
--	--

Are participants charged a fee? YES NO

Estimated Number of Vehicles: 200	What type of Parking is required: POLLARD PARKING LOTS AND ON STREET
---	--

Describe Parking Plan, include where participants and spectators will park and length of time expected to be parked:
 POLLARD SCHOOL FRONT 2 BACK PARKING LOTS
 ONE-SIDED PARKING ON SIDE STREETS OFF OF HARRIS AVE.
 AVERAGE PARKING TIME OF ABOUT 1 1/2 HOURS.

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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO
--	---

What will be done in case of inclement weather?
 - CHILDREN'S EVENTS (YOUNG CHILDREN) MOVED INSIDE
 - OTHER RACES WILL BE HELD OUTSIDE (IN EXTREME WEATHER, RACES MAY ENCOUNTER DELAYS)

Will neighborhoods be impacted by parking and traffic? YES
 MOSTLY AROUND POLLARD SCHOOL

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

What activities are planned for the end of the race (if in Needham)?
 AWARDS CEREMONIES (15-30 MINUTES) AT POLLARD SCHOOL

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

POLLARD SCHOOL (ARRANGEMENTS ARE BEING MADE WITH SCHOOL FACILITIES DEPT)
BATHROOMS, ELECTRICITY

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

(same as above)

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

MARUL RACE - 5K : 10³⁰ - 11³⁰
MINDOL RACES 1 mile/corridors : 12¹⁵ - 2⁴⁵ (all in close vicinity to Pollard School + Harris Ave.)

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

BANNER AT START/FINISH (SAME) IN FRONT OF POLLARD
SMALL DIRECTIONAL + RACE IDENTIFICATION SIGNS ALONG ROUTE (REMOVED IMMEDIATELY AFTER RACE)

Will volunteers be placed along the route?

YES (at every intersection + water tables)

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

YES - at Pollard School Courtyard
70 minutes before + during races (10⁰⁰ - 2¹⁵)

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

YES

Will portable toilets be used? List locations.

YES (in front of Pollard School Auditorium)

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

YES (on Livingston Circle)

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

NA

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

- Police staff of 3 on duty
- Medical professional (nurse/EMT) on site
- First aid kit on site
- Trained race officials

Does the event take place during commuter times?

NO

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

NO

Are businesses open during the time of the event?

Some (race goes by Hersey train station)

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

NO

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

No

What is the plan to handle trash?

Trash company hired - dumpster for trash

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- **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**

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5K Run

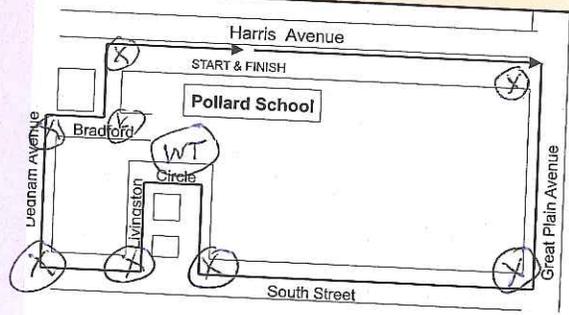
Brown Bear 5K Run Age Group Records

Records set in 2014 are in **Bold**. Five-year Age Group Records are in *Italics*.

Age	Boys / Men	Time	Age	Girls / Women
4	James Castle, Wellesley '12	43:19		
6	Steven Stants, Needham '12	31:44	6	Courtney Kiernan, Milton '92
7	Jack Carroll, Needham '11	25:11	7	Elizabeth Nahigian, Needham '11
8	Lucas Davis, Needham '02	23:25	8	Michelle Schaeffer, Newton '01
9	Peter Crapsey Jr., Haverhill '13	21:14	9	Mia Burrus, Cranston RI '15
10	Sam Toolin, N Kingston RI '12	19:32	10	Carmel Fitzgibbon, Weston '14
11	Ryan Young, Londonderry NH '14	19:11	11	Caroline Phelps, Natick '11
12	Eric Turofski, Dorchester '99	19:36	12	Caroline Phelps, Natick '12
13	Michael Durkin, Cohasset '11	18:41	13	Margaret Cullen, Needham '11
14	Billy Godfrey, Merrimack NH '04	18:47	14	Heather Kuil, Concord NH '95
15	Tom Capo, Falmouth '91	17:39	15	Lauren Astracher, Newton '10
16	Andy Nelson, Needham '99	18:00	16	Kate Ellinger, Wellesley '10
17	Barry Roy, Fitzwilliam NH '93	17:26	17	Kathryn Masselam, Needham '94
18	Charles Beard, Needham '06	16:31	18	Kate Murphy, Needham '95
19	Brian Kates, Sharon '91	16:39	19	Amy Hall Newton '96
20	Amos Sang, Springfield '14	14:45	20	Meredith Sheehan, Norwood '06
21	Philip Galesbach, Medford '12	15:51	21	Lauree Cameron, Newton '93
22	Mike Capparella, Walpole '91	16:06	22	Jennifer Benwood, Allston '96
23	Paul Dunton, Fitzwilliam NH	17:10	23	Rebecca Carazza, Hopkinton '94
24	Paul Kelly, Jamaica Plain '92	15:40	24	Debra Pace, Brookline '99

5k route
 (X) = volunteers
 (WT) = water table

ine Doherty, Needham '09
 rine Regan, Needham '04
 Spolidoro, Duxbury '08
 McNatt, Needham '94
 ra Remmers, Chestnut Hill
 da Kourtz, Needham '14
 e Adams, Cambridge '93
 rine Latten, Clinton '93
 aChance, Lunenburg '93
 Sirois, Windham NH '93
 a Staley, Needham '92
 a Rice, Needham '13
 Hatch, Lexington '14
 a Rice, Needham '14



5K Run Race Course

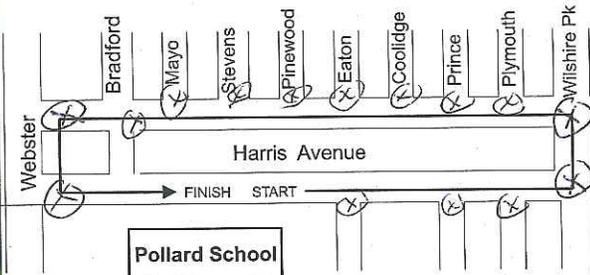
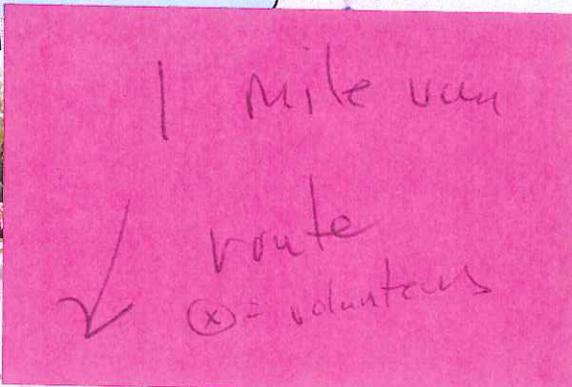


1 Mile Run

Koala Bear 1 Mile Run -- 2015 Age Group Winners

Age	Boys and Men	Time	Girls and Women	Time
0-6	Christopher Jones, Needham	7:45	Adeline Wiesel, Needham	8:28
7-8	Adrian Narvaez, Wayland	6:28	Leah Dolaher, Needham	7:54
9-10	Daniel Narvaez, Wayland	6:21	Mia Barrus, Cranston RI	6:34
11-12	James Donahue, Reading	5:22	Meghan Flack, Needham	7:14
13-14	Ben Keegan, Needham	6:01	Harper Meek, Needham	7:16
15-19			Amanda Pasko, Wellesley	6:42
20-29	Abdi Ibrahim, Boston	4:58	Vera Lo, Watertown	7:15
30-39	Brendan Cashman, Needham	5:31	Jennifer Greece, Needham	7:45
40-49	Mike Schaffstein, Needham	5:41	Amy Barrett, Needham	7:28
50-59	Mark Barbee, Needham	6:14	Karen Lein, Newton	8:05
60-69	Tom Hansen, West Roxbury	7:05		
70-79	Tom Abbott, Natick	8:33		

The 1 Mile is run as a memorial to Bob Ayoub, an NTC coach who left us tragically a few years ago. This year, jazz trumpeter Josh Shpak and his band will perform his original composition "Requiem" at the 1 Mile Run Award



Race Course for 1 Mile Run, 1 Mile Fun Walk / Run and 1 Mile Prostate Cancer Walk



Race Course for 1 Mile Run, 1 Mile Fun Walk
/ Run and 1 Mile Prostate Cancer Walk
CHILDREN 7-200



Race Course for 1 Mile Run, 1 Mile Fun Walk
/ Run and 1 Mile Prostate Cancer Walk
CHILDREN 7-200



Race Course for 1 Mile Run, 1 Mile Fun Walk
/ Run and 1 Mile Prostate Cancer Walk
CHILDREN 400



Race Course for 1 Mile Run, 1 Mile Fun Walk
/ Run and 1 Mile Prostate Cancer Walk
CHILDREN 100



TEMPLE ALIYAH

CREATING COMMUNITY • CELEBRATING TRADITION

TEMPLE ALIYAH MEN'S CLUB

Harold Dubin, President

**Whiskey Tasting and Dinner to Toast in the New Year
Temple Aliyah, Needham, MA**

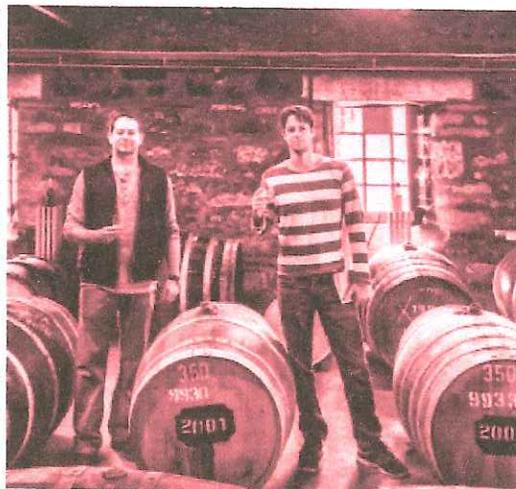
Wednesday, January 18, 6:30 - 9:00 pm

Please purchase tickets at:

<https://whiskeytastingdinner.eventbrite.com>

Nick Taylor, whiskey expert and founder of the popular WhiskeyTV.com will provide an entertaining and educational whiskey tour around the world. Learn to distinguish between a Scotch and Bourbon, and appreciate the complexities while you dine on authentic Kosher Persian cuisine. Nick will give an enthusiastic and fresh perspective to Whiskey's history and the artisan's that create the magic beverage that we enjoy so much.

Nick Taylor is the founder and president of WhiskeyTV.com. Formerly the director of scotch and whiskey for Gordon's Fine Wines & Liquors, Nick has branched out on his own to start a digital media company covering whiskey. The company creates video profiles of distilleries and does live feed tastings with master distillers around the world. Nick has traveled to over 65 distilleries worldwide and has spent his career conducting tastings and bringing people closer to whiskey.



Tickets are \$36.00 and include an authentic Persian dinner: pita, hummus and tabouli, chicken kebab, beef cigar, basmati rice, green beans with sesame seeds and fruit

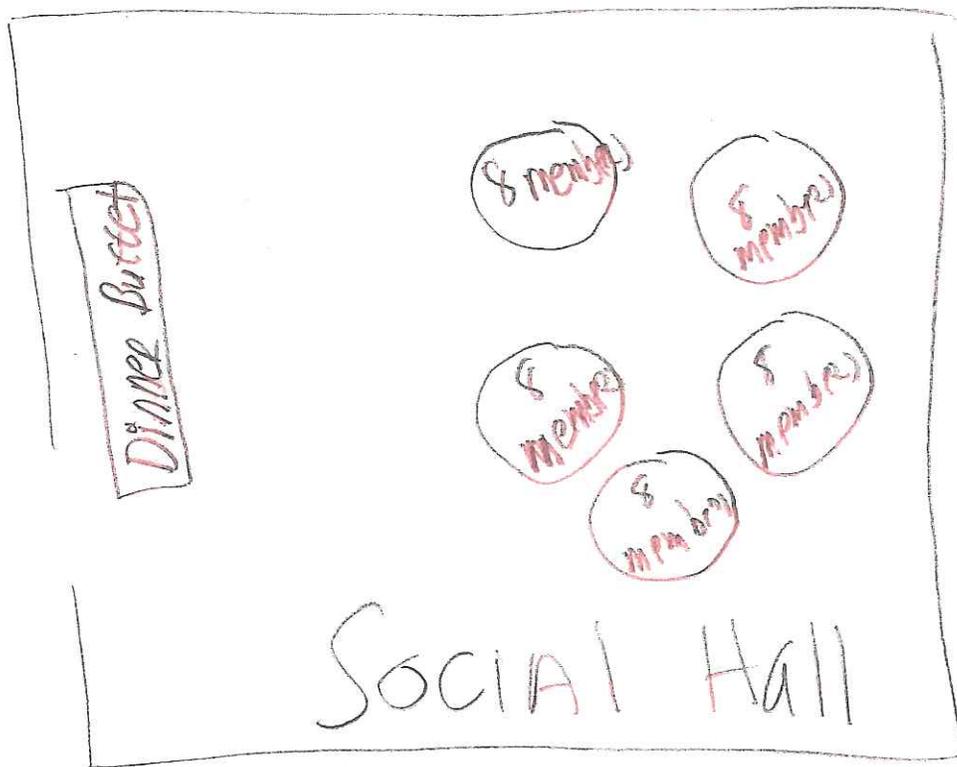
green beans with sesame seeds and fruit.
Learn about and taste five of the greatest
whiskeys from around the world.

Please purchase tickets early at:
<https://whiskeytastingdinner.eventbrite.com>
Please purchase your ticket prior to
January 10.

Rabbi Carl M. Perkins
Donald R. Lassman, President



Temple Aliyah | 1664 Central Avenue | Needham, MA 02492
Phone: 781-444-8522 | www.templealiyah.com



Men will have dinner
and will be served several
different samples of whiskey
at their table. The samples will be
between 10-15 ml each.
Dinner is between 6:30-7:45
The sampling is from 7:45-9:00 PM