

BOARD OF SELECTMEN

September 26, 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.

| | | |
|-----------|-------------|---|
| | 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> |
| | 7:00 | Certificate of Appreciation – Carol Boulris |
| | 7:00 | Certificate of Appreciation – Volante Farms |
| 1. | 7:00 | <p>Public Hearing- Eversource Energy: Country Way</p> <ul style="list-style-type: none"> • Maureen Carroll, Eversource Energy Representative |
| 2. | 7:00 | <p>Public Hearing- Wellesley Municipal Light Plant: Lehigh Road</p> <p>Daniel Trant, Wellesley Municipal Light Plant Representative</p> |
| 3. | 7:00 | Change of Beneficiary- Great Plain Hospitality, LLC d/b/a RFK Kitchen |
| 4. | 7:00 | Public Hearing: Aboveground Fuel 470 Dedham Avenue |
| 5. | 7:05 | <p>Director of Public Works</p> <ul style="list-style-type: none"> • Traffic Regulation- Linden Street • Traffic Regulation- Chestnut Street |
| 6. | 7:10 | <p>Town Manager</p> <ul style="list-style-type: none"> • Affordable Housing Trust Fund • Public Safety Facility Project Update • Town Meeting Preparation |
| 7. | 7:30 | <p>Board Discussion</p> <ul style="list-style-type: none"> • Needham Crossing Boundary Definition • Recreational Marijuana Next Steps • Committee Reports |
| 8. | 7:45 | Executive Session Exception 3 Collective Bargaining- Collective Bargaining with multiple Collective Bargaining Units. |

APPOINTMENTS

| | | |
|--|------|--|
| | None | |
|--|------|--|

CONSENT AGENDA *=Backup attached

| | |
|----|--|
| 1. | Accept the following donations made to the Needham Health Department's Needham Substance Use Prevention & Education Donation Program: \$1,500 from Needham High School |
|----|--|

| | | | | | | |
|-----|---|---------------------|----------------------------------|------------|-----------------|------------|
| | PTC Trust, \$1,500 from Norfolk County Sheriff's Department, and \$1,500 from the Norfolk District Attorney. | | | | | |
| 2. | Grant permission for the Needham Business Association to use the Town Common and surrounding area for its Harvest Fair and Souper Bowl on Saturday, October 7, 2017. Permission includes: Set up Booths on the Town Common; use of the parking lot behind Town Hall for kids activities and portable toilets (to be delivered and picked up on the same day); close Chapel Street from the corner of Great Plain Ave. to the Chapel Street parking lot for Souper Bowl Tent, and the food court; erect a tent to host the soup tasting contest on Chapel Street; erect a bounce house sponsored by the Charles River YMCA on the Town Common (far right corner closest to intersection of Highland and Great Plain Avenue facing Needham Center Fine Wines); have annual pumpkin patch set up in the middle of the town common; use the Town's generator to supply the electricity for the Souper Bowl and Food Court; use the outlets on the town common (in the dog house and next to the Blue Tree to power booths in that area); DJ and performers in front of Town Hall on Garrity Way; free parking for meters downtown; NBA member businesses may have items for sale on sidewalk in front of their own stores; A Trolley ride provided by Louise Condon that will run from Highland Avenue by the Town Common, will loop around the town, and return to the Town Common; and any changes as recommended by the Needham Police Department. | | | | | |
| 3.* | Approve minutes from September 12, 2017 meeting. | | | | | |
| 4.* | Approve a One Day Special Wines and Malt Beverages License for Nancy Berger, of NHS Friends of Music, to host its Kick-Off event on October 18, 2017 from 5:00 p.m. to 7:00 p.m. The event will be held at the Needham Historical Society, 1147 Central Avenue, Needham. Issuance of license is pending appropriate TIPS certification is provided prior to the event. | | | | | |
| 5.* | Approve a One Day All Alcoholic Beverages License for Julie Richmond of the Charles River YMCA, to host its YMCA Giving Gala on October 14, 2017 from 6:00 p.m. to 11:00 p.m. The event will be held in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham. Issuance of license is pending appropriate TIPS certification is provided prior to the event. | | | | | |
| 6. | Grant permission for the following residents to hold block parties: | | | | | |
| | Name | Address | Party Location | Party Date | Party Rain Date | Party Time |
| | Ratify – Jill Oetheirmer | 75 Coolide Ave | Middle of block on Coolidge Ave | 9/24/17 | 10/1/17 | 4pm-7:30pm |
| | Ratify – Amy Hurley | 154 South Street | Corner of Green St & Needhamdale | 9/24/17 | N/A | 3pm-8pm |
| | Ratify – Jill Cotter | 15 Holland St | Holland Street | 9/24/17 | 10/1/17 | 4pm-8pm |
| | Ratify – Sue Pouliot | 54 Eaton Road | 54 Eaton Road | 9/23/17 | 9/24/17 | 4pm-8pm |
| | Chrissy McCourt | 181 Richdale Rd | 114 Richdale Rd | 10/29/17 | N/A | 3pm-8pm |
| | Kelly Allen | 103 Sylvan Rd | Sylvan/Harding | 10/8/17 | N/A | 1pm-4pm |
| | Michael McHugh | 25 Blacksmith Drive | 5-35 Blacksmith Drive | 10/14/17 | N/A | 4pm-9pm |
| | Jessica Karlin | 36 Wilshire Park | Wilshire Park | 10/1/17 | N/A | 4pm-8pm |
| | Julie Middleton | 74 Henderson St | Miller & Henderson Street | 9/30/17 | N/A | 4pm-10pm |
| | Liz Berkman | 113 Melrose Ave | Hatfield Park | 10/15/17 | 10/22/17 | 3pm-6pm |



**Certificate Of
Appreciation**

From The
Town of Needham, Massachusetts
Board of Selectmen

Awarded to:

CAROL BOULRIS

**In recognition of 30 years of distinguished service to
the Town of Needham. Thank you for your many
contributions to the Needham Historical
Commission and the many years of dedication in
serving as its Chair.**

Signed this 26th day of September, 2017

Marianne B. Cooley, Chairman

Daniel P. Matthews, Vice Chairman

John A. Bulian, Clerk

Maurice P. Handel

Matthew D. Borrelli



Certificate Of
Appreciation

From The
Town of Needham, Massachusetts
Board of Selectmen

Awarded to:

VOLANTE FARMS

In recognition of its 100th anniversary in service to the residents of Needham. From the delectable foods and high quality items in your store and café to the popular “Dinners in the Fields”, you enrich the lives of our citizens. We wish you many more years of success in your future. Congratulations!

Signed this 26th day of September, 2017



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

MEETING DATE: 9/26/2017

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

| | |
|-----------|--|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | <p>Eversource Energy requests permission to install approximately 30 feet of conduit in Country Way. This work is necessary to provide underground electric service at 45 Country Way, Needham.</p> <p>The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.</p> |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | <p><u>Suggested Motion:</u></p> <p>Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install approximately 30 feet of conduit in Country Way. This work is necessary to provide underground electric service at 45 Country Way, Needham.</p> |
| 3. | BACK UP INFORMATION ATTACHED |
| | <p>(Describe backup below)</p> <ul style="list-style-type: none">a. Petition Letter of Applicationb. Orderc. Petition Pland. Notice Sent to Abutterse. List of Abutters |

August 29, 2017

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

RE: Country Way
Needham, MA
W/O #2224808

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 30 feet of conduit in Country Way.

The reason for this work is to provide underground electric service to 45 Country Way.

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

Very truly yours,


Kelly-Ann Correia, Supervisor
Rights and Permits

KAC/kj
Attachments

OK to
proceed to DEP Engr.
9/13/17
OK R. P. Jensen
DEP Director
9/13/17

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

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

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

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated August 16, 2017** and filed herewith, under the following public way or ways of said Town:

Country Way - **Westerly from pole 344/6 approximately
184 feet east of Village Lane a distance of
30 ± feet of conduit.**

(W.O. #2224808)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

BY *Kelly Ann Correia*
Kelly-Ann Correia, Supervisor
Rights & Permits

Dated this 29th day of August

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2017

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

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

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

**Country Way - Westerly from pole 344/6 approximately
184 feet east of Village Lane a distance of
30 ± feet of conduit.**

(W.O. #2224808)

Hearing Required

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

1. Conduits and manholes shall be located as shown on the plan made by **A. Debenedictis, Dated August 16, 2017** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

| | | |
|-----------------------|--|---|
| 1 2 3 4 5 | | Board of Selectmen the Town of NEEDHAM |
| | | |
| | | |
| | | |
| | | |

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2017 at _____ in said Town.

| | | |
|-----------------------|--|---|
| 1 2 3 4 5 | | Board of Selectmen the Town of NEEDHAM |
| | | |
| | | |
| | | |
| | | |

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2017 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.) and any additions thereto or amendments thereof, as the same appear of record.

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



#56

PARCEL LINE

SIDEWALK

184 ± TO: VILLAGE LANE.

CUSTOMER TO INSTALL
1 - 4" PVC PIPE SCHEDULE 40
NO CONCRETE

30'±

344/6

PARCEL LINE

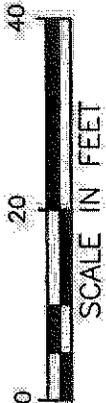
COUNTRY WAY

#55

PARCEL LINE

APPROX. PT.
OF PICKUP

#45



INSTAR EVERSOURCE
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02128

Plan of COUNTRY WAY, NEEDHAM

Showing CUSTOMER TO INSTALL CONDUIT LOCATION

Scale 1"=20' Date 08/16/2017

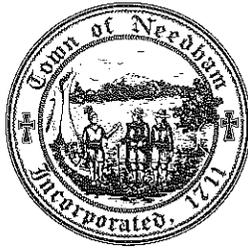
SHEET 1 of 1

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP YOU ASSUME THAT NO WARRANTIES OF ANY KIND ARE MADE BY THE ENGINEER OR ANY OTHER PARTY. THE INFORMATION IS PROVIDED AS IS WITHOUT WARRANTY OF ANY KIND. THE ENGINEER OR ANY OTHER PARTY SHALL BE LIABLE FOR ANY LOSS OR DAMAGE CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU ASSUME BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE INSTAR ENTITIES HARMLESS FROM ANY SUCH LOSSES OR INJURY.

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

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

| | |
|---------------------------|--------|
| C# | Ward # |
| Work Order # 222-4800 | |
| Surveyed by: N/A | |
| Researched by: PG | |
| Plotted by: GC | |
| Proposed Structures: IL | |
| Approved: A. DEBENEDICTIS | |
| P# | |



NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on September 26, 2017** upon petition of Eversource Energy dated **August 29, 2017** to install about 30 feet of conduit in Country Way. The work is necessary to provide underground electric service to 45 Country Way, Needham.

A public hearing is required and abutters should be notified.

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

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

BOARD OF SELECTMEN

Dated: September 14, 2017

45 COUNTRY WAY

| OWNER NAME 1 | OWNER NAME 2 | MAILING ADDRESS | CITY | ST | ZIP | PARCEL ID | PROPERTY ADDRESS |
|-------------------------------|---|-----------------|---------|----|-------|-------------------|------------------|
| SIXTEEN COUNTRY WAY, LLC | | 16 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300008000000 | 16 COUNTRY WAY |
| SILETTO, JOSEPH & | | 70 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300016000000 | 70 COUNTRY WAY |
| TARLIN, IRA D. & DIANE K. TRS | COUNTRY WY 45 REALY TRUST | 45 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300004200000 | 45 COUNTRY WAY |
| DARISH, GREGG J., TR & | DARISH, DANIELLE W., TR | 34 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300013000000 | 34 COUNTRY WAY |
| FOTIADES, MICHAEL J. & | FOTIADES, JILL M | 22 VILLAGE LN | NEEDHAM | MA | 02492 | 19921300004300000 | 22 VILLAGE LN |
| OCONNOR, NICOLE M. TR | NICOLE M. OCONNOR REVOCABLE LIVIN TRUST | 50 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300001400000 | 50 COUNTRY WAY |
| MCGINITY, MATTHEW | | 11 VILLAGE LN | NEEDHAM | MA | 02492 | 19921300012000000 | 11 VILLAGE LN |
| HERMAN, ELLIOT B. & | HERMAN, KIMBERLY B. | 56 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300015000000 | 56 COUNTRY WAY |
| HURWITCH, PETER L. & | HURWITCH, ANNE LISA | 55 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300004100000 | 55 COUNTRY WAY |
| BALLARD, EDWARD G. + | BALLARD, KATHRYN B. | 69 COUNTRY WAY | NEEDHAM | MA | 02492 | 19921300004000000 | 69 COUNTRY WAY |
| FOTIADES, MICHAEL J. & | FOTIADES, MICHAEL J | 22 VILLAGE LN | NEEDHAM | MA | 02492 | 19921300004700000 | 0 VILLAGE LN |

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





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

MEETING DATE: 9/26/2017

| | |
|---------------------|--|
| Agenda Item | Public Hearing: Wellesley Municipal Light Plant: Lehigh Road |
| Presenter(s) | Daniel Trant, Wellesley Municipal Light Plant representative |

| | |
|-----------|--|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | <p>Wellesley Municipal Light Plant requests permission to install approximately 86 feet of conduit in Lehigh Road. This work is necessary to provide underground electric service at 50 Lehigh Road, Needham.</p> <p>The Department of Public Works has approved this petition, based on Wellesley Municipal Light Plant's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.</p> |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | <p><u>Suggested Motion:</u></p> <p>Move that the Board of Selectmen approve and sign a petition from Wellesley Municipal Light Plant to install approximately 86 feet of conduit in Lehigh Road. This work is necessary to provide underground electric service at 50 Lehigh Road, Needham.</p> |
| 3. | BACK UP INFORMATION ATTACHED |
| | <p>(Describe backup below)</p> <ul style="list-style-type: none">a. Petition Letter of Applicationb. Orderc. Petition Pland. Notice Sent to Abutterse. List of Abutters |

TOWN OF WELLESLEY - UTILITY SERVICES



4 MUNICIPAL WAY
WELLESLEY HILLS, MA 02481-9187
TELEPHONE (781) 235-7600

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN
2017 SEP 13 P 2:15

August 29, 2017

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

RE: Grant of Location for 50 Lehigh Road
Needham, Massachusetts
AU #22601

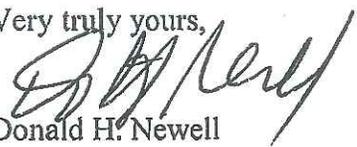
Dear Members of the Board of Selectmen:

The enclosed Petition and Plan is being presented by the Wellesley Municipal Light Plant for the purpose of obtaining a Grant of Location to install 86± feet of conduit in Lehigh Road.

The reason for this work is to provide underground electric service to 50 Lehigh Road.

If you have any questions, please contact Daniel Trant at (781)235-7600 ext. 3389. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,


Donald H. Newell
Assistant Director of Engineering and Line Operations

Attachments

OK to proceed
TRM, DPW Engr
9/13/17
OK R. Brown
DPW Director

TOWN OF WELLESLEY – UTILITY SERVICES



4 MUNICIPAL WAY
WELLESLEY HILLS, MA 02481-9187
TELEPHONE (781) 235-7600

**PETITION OF THE WELLESLEY MUNICIPAL LIGHT PLANT
FOR LOCATION FOR SERVICE LATERAL CONDUIT**

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

The WELLESLEY MUNICIPAL LIGHT PLANT desires to construct a conduit service lateral for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct and maintain a location for electric service lateral conduit with the necessary wires and cables therein. Said service lateral conduit is to be located substantially as shown on the plan made by the Wellesley Municipal Light Plant dated August 25, 2017 and filed herewith, under the following public way or ways of said Town.

**Lehigh Road North, Northeast from Pole #13 approximately 86' of conduit
AU# 22601**

Wellesley Municipal Light Plant

BY _____

Donald H. Newell
Assistant Director of Engineering and Line Operations

Dated this 29th day of August

Town of NEEDHAM, Massachusetts

Received and filed _____, 2017

TOWN OF WELLESLEY – UTILITY SERVICES
4 MUNICIPAL WAY
WELLESLEY HILLS, MA 02481-9187
TELEPHONE (781) 235-7600



ORDER FOR LOCATION FOR SERVICE LATERAL CONDUIT
Town of NEEDHAM

WHEREAS, the WELLESLEY MUNICIPAL LIGHT PLANT has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified. Notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that the WELLESLEY MUNICIPAL LIGHT PLANT be and hereby is granted permission to construct and maintain a location for, such a line of conduit with the necessary wires and cables therein under the following public way or ways of said Town:

Lehigh Road North, Northeast from Pole #13 approximately 86' of conduit

AU# 22601

Hearing Required

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

1. Conduits shall be located as shown on the plan made by the Wellesley Municipal Light Plant dated August 25, 2017 which is on file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1. _____
2. _____
3. _____
4. _____
5. _____

Board of Selectmen
the Town of NEEDHAM

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:- after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2017 at _____ in said Town.

1. _____
2. _____
3. _____
4. _____
5. _____

Board of Selectmen
the Town of NEEDHAM

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the Town of NEEDHAM, Massachusetts, duly adopted on the _____ day of _____, 2017 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.) and any additions thereto or amendments thereof, as same appear of record.

Attest: _____
Clerk of the Town of NEEDHAM, Massachusetts



NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on September 26, 2017** upon petition of Wellesley Municipal Light Plant dated **August 29, 2017** to install about 86 feet of conduit in Lehigh Road. The work is necessary to provide underground electric service to 50 Lehigh Road, Needham.

A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Wellesley Municipal Light Plant representative, Daniel Trant, at 781-235-7600 ext. 3389.

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

BOARD OF SELECTMEN

Dated: September 14, 2017

50 LEHIGH ROAD, WELLESLEY

| OWNER NAME 1 | OWNER NAME 2 | MAILING ADDRESS | CITY | ST | ZIP | PARCEL ID | PROPERTY ADDRESS |
|-----------------------------------|-------------------------------------|-------------------|-----------|----|-------|--------------------|------------------|
| FOLEY, MARY ANNE, TRUSTEE | THE CORNELL ROAD TRUST | 48 CORNELL RD | WELLESLEY | MA | 02482 | 1992200001300000 | 48 CORNELL RD |
| STEELE, ANN MARGARET | | 43 CORNELL RD | WELLESLEY | MA | 02482 | 1992200000800000 | 43 CORNELL RD |
| TOWN OF NEEDHAM | | 1471 HIGHLAND AVE | NEEDHAM | MA | 02492 | 199219000001000000 | 0 CARTWRIGHT RD |
| CT-WELL RP | C/O CHARLES GAZARIAN | 1501 BEACON ST | BROOKLINE | MA | 02446 | 199220000010000000 | 61 LEHIGH RD |
| ROBINS, CHARLES W & CAROLYN G. | C/O MILLSOM, KEVIN C. & MICHELLE E. | 50 LEHIGH RD | WELLESLEY | MA | 02482 | 199220000011000000 | 50 LEHIGH RD |
| KEALY, THOMAS P. & REGINA A. TRS. | KEALY NOMINEE TRUST | 46 LEHIGH RD | WELLESLEY | MA | 02482 | 199220000012000000 | 0 LEHIGH RD |
| BUCK, SHELDON W. & | BUCK, DIANE D. | 51 CORNELL RD | WELLESLEY | MA | 02482 | 199220000090000000 | 51 CORNELL RD |

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




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

MEETING DATE: 09/26/2017

| | |
|---------------------|---|
| Agenda Item | Hearing – Great Plain Hospitality, LLC d/b/a RFK Kitchen Change of Beneficial Interest in a Liquor License |
| Presenter(s) | Francesco Melandri, Owner |

| | |
|---|---|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| RFK Kitchen is seeking the Board's approval of multiple Changes in Beneficial Interest in its liquor license. | |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| <i>Suggested Motion: That the Board vote to approve the application submitted for Change in Beneficial Interest by Great Plain Hospitality, LLC, LLC d/b/a RFK Kitchen and forward application to the Alcoholic Beverages Control Corporation for its approval.</i> | |
| 3. | BACK UP INFORMATION ATTACHED |
| a) Amendment Application b) Beneficial Interest Contact – Individual c) Vote of Corporate Board d) Articles of Incorporation | |



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

RECEIVED
 TOWN OF NEEDHAM
 BOARD OF SELECTMEN
 2011 SEP -1 P 3:39

**AMENDMENT APPLICATION FOR A CHANGE OF BENEFICIAL INTEREST OR
 TRANSFER/ISSUANCE OF STOCK**

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:

**AMENDMENT APPLICATION FOR A CHANGE OF BENEFICIAL INTEREST OR
TRANSFER/ISSUANCE OF STOCK**

4. CURRENT OWNERSHIP (Before Change in Beneficial Interest)

Please list all individuals or entities with a direct or indirect, beneficial or financial interest in this license. This pertains to the current licensee (before change in beneficial interest occurs).

| Name | Title / Position | % Owned | Other Beneficial Interest |
|--------------------|--------------------------------------|---------|---------------------------|
| Francesco Melandri | LLC Manager <input type="checkbox"/> | 40 | |
| Rachel Klein | LLC Member <input type="checkbox"/> | 60 | |
| | <input type="checkbox"/> | | |

PROPOSED OWNERSHIP (After Change in Beneficial Interest)

Please list all individuals or entities with a direct or indirect, beneficial or financial interest in this license.

An individual or entity has a direct beneficial interest in a license when the individual or entity owns or controls any part of the license. For example, if John Smith owns Smith LLC, a licensee, John Smith has a direct beneficial interest in the license.

An individual or entity has an indirect beneficial interest if the individual or entity has 1) any ownership interest in the license through an intermediary, no matter how removed from direct ownership, 2) any form of control over part of a license no matter how attenuated, or 3) otherwise benefits in any way from the licensee's operation. For Example, Jane Doe owns Doe Holding Company Inc., which is a shareholder of Doe LLC, the license holder. Jane Doe has an indirect interest in the license.

- A. All individuals listed below are required to complete a [Beneficial Interest Contact - Individual](#) form.
- B. All entities listed below are required to complete a [Beneficial Interest Contact - Organization](#) form.
- C. Any individual with any ownership in this license and/or the proposed manager of record must complete a [CORI Release Form](#).

| Name | Title / Position | % Owned | Other Beneficial Interest |
|---------------------------|--------------------------------------|---------|---------------------------|
| Francesco D. Melandri | LLC Manager <input type="checkbox"/> | 70 | |
| Rachel Klein | LLC Member <input type="checkbox"/> | 5 | |
| Ian M Gopin | LLC Member <input type="checkbox"/> | 12.5 | |
| Scott J Sequeira | LLC Member <input type="checkbox"/> | 0.5 | |
| Maggie Hymowitz | LLC Member <input type="checkbox"/> | 0.5 | |
| David Michelson | LLC Member <input type="checkbox"/> | 2.5 | |
| Deborah Asinas | LLC Member <input type="checkbox"/> | 2.5 | |
| Matt McGuinness | LLC Member <input type="checkbox"/> | 2 | |
| Scott and Barbara St John | LLC Member <input type="checkbox"/> | 3 | |
| Arun and Gopi Pahmananhan | LLC Member <input type="checkbox"/> | 1.5 | |
| | <input type="checkbox"/> | | |

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORA Authorization Form.

An individual with direct beneficial interest is defined as someone who has interest directly in the proposed licensee. For example, if ABC Inc is the proposed licensee, all individuals with interest in ABC Inc are considered to have direct beneficial interest in ABC Inc (the proposed licensee).

An individual with indirect beneficial interest is defined as someone who has ownership in a parent level company of the proposed licensee. For example, if ABC Inc is the proposed licensee and is 100% owned by XYZ Inc, all individuals with interest in XYZ Inc are considered to have an indirect beneficial interest in ABC Inc (the proposed licensee).

Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

| |
|---|
| 5 |
|---|

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
|--|------|
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| | |

Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|---------------------|---------------------|--|------------------------|
| | | | |
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
| | | | | |
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

An individual with direct beneficial interest is defined as someone who has interest directly in the proposed licensee. For example, if ABC Inc is the proposed licensee, all individuals with interest in ABC Inc are considered to have direct beneficial interest in ABC Inc (the proposed licensee).

An individual with indirect beneficial interest is defined as someone who has ownership in a parent level company of the proposed licensee. For example, if ABC Inc is the proposed licensee and is 100% owned by XYZ Inc, all individuals with interest in XYZ Inc are considered to have an indirect beneficial interest in ABC Inc (the proposed licensee).

Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No (If yes, please provide an affidavit explaining the charges.)

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

70

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
|--|------|
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|---------------------|---------------------|--|------------------------|
| | | | |
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

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Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

0.75%

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|---------------------------|---------------------|--|------------------------|
| Spouse - Gopi Padmanabhan | 00037-R5-0770 | Direct | 0.75 |
| | | | |
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

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Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee? If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
|--|------|
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|---------------------------|---------------------|--|------------------------|
| Spouse - David Michaelson | 00037-R5-0770 | Direct | 2.5 |
| | | | |
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

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An individual with indirect beneficial interest is defined as someone who has ownership in a parent level company of the proposed licensee. For example, if ABC Inc is the proposed licensee and is 100% owned by XYZ Inc, all individuals with interest in XYZ Inc are considered to have an indirect beneficial interest in ABC Inc (the proposed licensee).

Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

2.5%

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
|--|------|
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|------------------------|---------------------|--|------------------------|
| Spouse - Debbie Asinas | 00037-RS-0770 | Direct | 2.5% |
| | | | |
| | | | |

Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
| | | | | |
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

An individual with direct beneficial interest is defined as someone who has interest directly in the proposed licensee. For example, if ABC Inc is the proposed licensee, all individuals with interest in ABC Inc are considered to have direct beneficial interest in ABC Inc (the proposed licensee).

An individual with indirect beneficial interest is defined as someone who has ownership in a parent level company of the proposed licensee. For example, if ABC Inc is the proposed licensee and is 100% owned by XYZ Inc, all individuals with interest in XYZ Inc are considered to have an indirect beneficial interest in ABC Inc (the proposed licensee).

Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
|--|------|
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| | |

Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|--------------------------|---------------------|--|------------------------|
| Spouse - Maggie Hymowitz | 00037-RS-0770 | Direct Owner | 0.5 |
| | | | |
| | | | |

Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
| | | | | |
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

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An individual with indirect beneficial interest is defined as someone who has ownership in a parent level company of the proposed licensee. For example, if ABC Inc is the proposed licensee and is 100% owned by XYZ Inc, all individuals with interest in XYZ Inc are considered to have an indirect beneficial interest in ABC Inc (the proposed licensee).

Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

0.5

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
|--|------|
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| | |
| | |

Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|-------------------------|---------------------|--|------------------------|
| Spouse - Scott Sequeira | 00037-RS-0770 | Direct Owner | 0.5 |
| | | | |
| | | | |

Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
| | | | | |
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

An individual with direct beneficial interest is defined as someone who has interest directly in the proposed licensee. For example, if ABC Inc is the proposed licensee, all individuals with interest in ABC Inc are considered to have direct beneficial interest in ABC Inc (the proposed licensee).

An individual with indirect beneficial interest is defined as someone who has ownership in a parent level company of the proposed licensee. For example, if ABC Inc is the proposed licensee and is 100% owned by XYZ Inc, all individuals with interest in XYZ Inc are considered to have an indirect beneficial interest in ABC Inc (the proposed licensee).

Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

12.5

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
|--|------|
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|---------------------|---------------------|--|------------------------|
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

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Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee? If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|-------------------------|---------------------|--|------------------------|
| Spouse - Barbara StJohn | 00037-R5-0770 | LLC Member | 1.5% |
| | | | |
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

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Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee? If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|-----------------------|---------------------|--|------------------------|
| Spouse - Scott StJohn | 00037-R5-0770 | LLC Member | 1.5% |
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

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Salutation First Name Middle Name Last Name Suffix

Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

- Contractual
- LLC Member
- Partner
- Director
- Management Agreement
- Revenue Sharing
- Landlord
- Sole Proprietor
- LLC Manager *not checked!*
- Officer
- Stockholder
- Other

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

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If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN |
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|---------------------|---------------------|--|------------------------|
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Prior Disciplinary Action

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 |
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ALCOHOLIC BEVERAGES CONTROL COMMISSION

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Title: Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Fax Number

Alternative Phone:

Business Address

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:

Types of Interest (select all that apply)

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

Citizenship / Residency Information

Are you a U.S. Citizen? Yes No Are you a Massachusetts Resident? Yes No

Criminal History

Have you ever been convicted of a state, federal, or military crime? Yes No

Do not check this box unless you are a resident of Massachusetts.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct Direct Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold. 0.75%

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

| Name of Beneficial Interest - Organization | FEIN: |
|--|-------|
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Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

| Name of License | Type of License | License Number | Premises Address |
|-----------------|-----------------|----------------|------------------|
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Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

| Relationship to You | ABCC License Number | Type of Interest (choose primary function) | Percentage of Interest |
|---------------------------|---------------------|--|------------------------|
| Spouse - Arun Padmanabhan | 00037-RS-0770 | Direct | 0.75 |
| | | | |
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Prior Disciplinary Action

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 |
|----------------|-----------------|-------|------|---|
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**RESOLUTION ADOPTED BY LLC MANAGER OF
GREAT PLAIN HOSPITALITY LLC**

The undersigned, being the sole Manager of Great Plain Hospitality LLC, hereby adopts the following Resolution:

RESOLVED, that the following persons have made the below listed capital contributions to Great Plain Hospitality LLC and have thereby become Members of Great Plain Hospitality LLC, with ownership of the below listed ownership percentages, as effectuated by the September 6, 2016 *First Amended Limited Liability Company Operating Agreement for Great Plain Hospitality LLC*:

| <u>Member</u> | <u>Capital Contribution</u> | <u>Ownership Percentage</u> |
|-----------------------|-----------------------------|-----------------------------|
| Francesco D. Melandri | \$ 667,500.00 | 70.0% |
| Rachel Klein | \$ 50,000.00 | 5.0% |
| Ian M. Gopin | \$ 250,000.00 | 12.5 % |
| Scott J Sequeira | \$ 15,000.00 | 0.5 % |
| Maggie Hymowitz | \$ 15,000.00 | 0.5 % |
| David Michelson | \$ 75,000.00 | 2.5 % |
| Deborah Asinas | \$ 75,000.00 | 2.5 % |
| Matt McGuiness | \$ 0.0 | 2.0 % |
| Scott St. John | \$ 45,000.00 | 1.5 % |
| Barbara St. John | \$ 45,000.00 | 1.5 % |
| Arun V. Padmanabhan | \$ 22,500.00 | 0.75% |
| Gopi Padmanabhan | \$ 22,500.00 | 0.75% |

(Previously, as of September 12, 2015, the capital contributions and ownership percentages were as follows:

| <u>Member</u> | <u>Contribution</u> | <u>Ownership</u> |
|-----------------------|---------------------|------------------|
| Francesco D. Melandri | \$ 400,000.00 | 40.0 % |
| Rachel Klein | \$ 25,000.00 | 60.0 %) |

IN WITNESS WHEREOF, this Resolution has been executed and filed with the records of Great Plain Hospitality LLC, and shall be treated for all purposes as votes taken at a meeting.

As of September 6, 2016



Francesco D. Melandri
Manager



The Commonwealth of Massachusetts
William Francis Galvin

Minimum Fee: \$500.00

Secretary of the Commonwealth, Corporations Division
 One Ashburton Place, 17th floor
 Boston, MA 02108-1512
 Telephone: (617) 727-9640

Annual Report
 (General Laws, Chapter)

Identification Number: 001187452

Annual Report Filing Year: 2017

1.a. Exact name of the limited liability company: GREAT PLAIN HOSPITALITY LLC

1.b. The exact name of the limited liability company as amended, is: GREAT PLAIN HOSPITALITY LLC

2a. Location of its principal office:

No. and Street: 948 GREAT PLAIN AVE.
 City or Town: NEEDHAM State: MA Zip: 02492 Country: USA

2b. Street address of the office in the Commonwealth at which the records will be maintained:

No. and Street: 948 GREAT PLAIN AVE.
 City or Town: NEEDHAM State: MA Zip: 02492 Country: USA

3. The general character of business, and if the limited liability company is organized to render professional service, the service to be rendered:

TO OPERATE ONE OR MORE FULL SERVICE RESTAURANTS AND TO ENGAGE IN ANY LAWFUL ACT OR ACTIVITY FOR WHICH A LIMITED LIABILITY COMPANY MAY BE FORMED UNDER THE LIMITED LIABILITY STATUTES OF THE COMMONWEALTH OF MASSACHUSETTS

4. The latest date of dissolution, if specified:

5. Name and address of the Resident Agent:

Name: STUART R. MALIS, ESQ.
 No. and Street: 92 SHERWOOD DRIVE
 City or Town: METHUEN State: MA Zip: 01844 Country: USA

6. The name and business address of each manager, if any:

| Title | Individual Name First, Middle, Last, Suffix | Address (no PO Box) Address, City or Town, State, Zip Code |
|---------|--|---|
| MANAGER | FRANCESCO D. MELANDRI | 948 GREAT PLAIN AVE. NEEDHAM, MA 02492 USA |

7. The name and business address of the person(s) in addition to the manager(s), authorized to execute documents to be filed with the Corporations Division, and at least one person shall be named if there are no managers.

| Title | Individual Name First, Middle, Last, Suffix | Address (no PO Box) Address, City or Town, State, Zip Code |
|---------------|--|---|
| SOC SIGNATORY | STUART R. MALIS ESQ, | 5 MILITIA DRIVE #2 LEXINGTON, MA 02421 USA |

8. The name and business address of the person(s) authorized to execute, acknowledge, deliver and record any recordable instrument purporting to affect an interest in real property:

| Title | Individual Name First, Middle, Last, Suffix | Address (no PO Box) Address, City or Town, State, Zip Code |
|---------------|--|---|
| REAL PROPERTY | FRANCESCO D. MELANDRI | 948 GREAT PLAIN AVE. NEEDHAM, MA 02492 USA |

9. Additional matters:

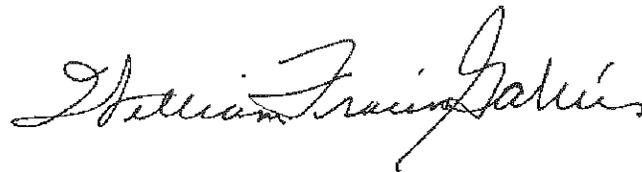
**SIGNED UNDER THE PENALTIES OF PERJURY, this 15 Day of August, 2017,
FRANCESCO MELANDRI, Signature of Authorized Signatory.**

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are

deemed to have been filed with me on:

August 15, 2017 11:59 AM

A handwritten signature in cursive script that reads "William Francis Galvin". The signature is written in black ink and is centered on the page.

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth



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

MEETING DATE: 9/26/2017

| | |
|---------------------|--|
| Agenda Item | Public Hearing: Application for a License to Store Fuel Aboveground at 470 Dedham Avenue, Needham |
| Presenter(s) | Richard P. Merson, Director of Public Works |

| | |
|-----------|--|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | Mr. Merson is requesting a license for the Town of Needham to store 9,990 gallons of gasoline fuel aboveground, and a tank that will store 9,990 gallons of diesel fuel at 470 Dedham Avenue, Needham. Section 4.3 of the Town of Needham General By-laws states that any amount of liquid petroleum gas in excess of 500 gallons on a property requires a license issued by the Board of Selectmen. |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | Suggested Motion: That the Board of Selectmen vote to approve and authorize the Chairman to sign a license for the Town of Needham store 9,990 gallons of gasoline fuel aboveground, and a tank that will store 9,990 gallons of diesel fuel at 470 Dedham Avenue, Needham. |
| 3. | BACK UP INFORMATION ATTACHED |
| | <ol style="list-style-type: none">1. Application / License Form / Map2. Legal Notice3. Certified Abutters List4. General By-Law 4.3 |



FP-002A
(Rev. 1.1.2015)

The Commonwealth of Massachusetts
City/Town of NEEDHAM MA

Application For License

Massachusetts General Law, Chapter 148 §13

New License Amended License

RECEIVED
TOWN OF NEEDHAM
MASS. STATE PLM

GIS Coordinates
2017 SEP 7 A 8:32
LAT. _____
LONG. _____
License Number _____

Application is hereby made in accordance with the provisions of Chapter 148 of the General Laws of Massachusetts for a license to store flammables, combustibles or explosives on land in buildings or structures herein described.

Location of Land: 470 NEEDHAM AVENUE NEEDHAM MA
Number, Street and Assessor's Map and Parcel ID

Attach a plot plan of the property indicating the location of property lines and all buildings or structures.

Owner of Land: TOWN OF NEEDHAM

Address of Land Owner: 470 NEEDHAM AVE

Use and Occupancy of Buildings and Structures: MUNICIPAL DPW FACILITY

If this is an application for amendment of an existing license, indicate date of original license and any subsequent amendments

Attach a copy of the current license

Flammable and Combustible Liquids, Flammable Gases and Solids

Complete this section for the storage of flammable and combustible liquids, solids, and gases; see 527 CMR 1.00 Table 1.12.8.50; Attach additional pages if needed. All tanks and containers are considered full for the purposes of licensing and permitting.

| PRODUCT NAME | CLASS | MAXIMUM QUANTITY | UNITS gal., lbs, cubic feet | CONTAINER UST, AST, IBC, drums |
|-----------------|----------|------------------|-----------------------------------|--------------------------------------|
| <u>GASOLINE</u> | <u>A</u> | <u>9990</u> | <u>GAL</u> | <u>CON VASHT AST</u> |
| <u>DIESEL</u> | <u>B</u> | <u>9990</u> | <u>GAL</u> | <u>CON VASHT AST</u> |

Total quantity of all flammable liquids to be stored: 19980

Total quantity of all combustible liquids to be stored: _____

Total quantity of all flammable gases to be stored: _____

Total quantity of all flammable solids to be stored: _____

LP-gas (Complete this section for the storage of LP-gas or propane)

Indicate the maximum quantity of LP-gas to be stored and the sizes and capacities of all storage containers. (See 527 CMR 1.00 Table 1.12.8.50)

❖ Maximum quantity (in gallons) of LP-gas to be stored in aboveground containers: _____

List sizes and capacities of all aboveground containers used for storage: _____

❖ Maximum quantity (in gallons) of LP-gas to be stored in underground containers: _____

List sizes and capacities of all underground containers used for storage: _____

Total aggregate quantity of all LP-gas to be stored: _____

Fireworks (Complete this section for the storage of fireworks)

Indicate classes of fireworks to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

❖ Maximum amount (in pounds) of Class 1.3G: _____ Type/class of magazine used for storage: _____

❖ Maximum amount (in pounds) of Class 1.4G: _____ Type/class of magazine used for storage: _____

❖ Maximum amount (in pounds) of Class 1.4: _____ Type/class of magazine used for storage: _____

Total aggregate quantity of all classes of fireworks to be stored: _____

Explosives (Complete this section for the storage of explosives)

Indicate classes of explosive to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

❖ Maximum amount (in pounds) of Class 1.1: _____ Number of magazines used for storage: _____

❖ Maximum amount (in pounds) of Class 1.2: _____ Number of magazines used for storage: _____

❖ Maximum amount (in pounds) of Class 1.3: _____ Number of magazines used for storage: _____

❖ Maximum amount (in pounds) of Class 1.4: _____ Number of magazines used for storage: _____

❖ Maximum amount (in pounds) of Class 1.5: _____ Number of magazines used for storage: _____

❖ Maximum amount (in pounds) of Class 1.6: _____ Number of magazines used for storage: _____

I, J. Gregory Murphy, hereby attest that I am authorized to make this application. I acknowledge that the information contained herein is accurate and complete to the best of my knowledge and belief. I acknowledge that all materials stored pursuant to any license granted hereunder must be stored or kept in accordance with all applicable laws, codes, rules and regulations, including but not limited to Massachusetts Chapter 148, and the Massachusetts Fire Code (527 CMR 1.00). I further acknowledge that the storage of any material specified in any license granted hereunder may not exceed the maximum quantity specified by the license.

Signature J. Gregory Murphy Date 9/6/2017 Name J. Gregory Murphy
1119 Washington Street
Weymouth, MA 02189

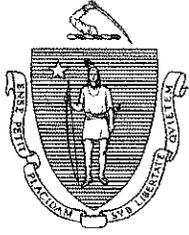
Fire Department Use Only

I, Dennis Condon, Head of the Needham Fire Department endorse this application with my

Approval Disapproval

Signature of Head of the Fire Department [Signature] Date 9-6-17

Recommendations: _____



The Commonwealth of Massachusetts
 City/Town of Needham

| |
|-----------------|
| GIS Coordinates |
| _____ |
| LAT. |
| _____ |
| LONG. |
| _____ |
| License Number |

FP-002
 (Rev. 1.1.2015)

License

Massachusetts General Law, Chapter 148 §13

New License Amended License

After notice and hearing, and in accordance with Chapter 148 of the Mass. General Laws, a license is hereby granted to use the land herein described for the purposes described.

Location of Land: 470 Dedham Avenue, Needham MA.
Number, Street and Assessor's Map and Parcel ID

Owner of Land: Town of Needham

Address of Land Owner: 470 Dedham Avenue

Flammable and Combustible Liquids, Flammable Gases and Solids

Complete this section for the storage of flammable and combustible liquids, solids, and gases. All tanks and containers are considered full for the purposes of licensing and permitting. (Attach additional pages if necessary.)

| PRODUCT NAME | CLASS | MAXIMUM QUANTITY | UNITS gal., lbs, cubic feet | CONTAINER UST, AST, IBC, drums |
|-----------------|----------|------------------|-----------------------------------|--------------------------------------|
| <u>Gasoline</u> | <u>A</u> | <u>9990</u> | <u>Gal.</u> | <u>Con Vault AST</u> |
| <u>Diesel</u> | <u>B</u> | <u>9990</u> | <u>Gal.</u> | <u>Con Vault AST</u> |
| | | | | |
| | | | | |

LP-gas (Complete this section for the storage of LP-gas or propane)

- ❖ Maximum quantity (in gallons) of LP-gas to be stored in aboveground containers: _____
 List sizes and capacities of all aboveground containers used for storage _____
 - ❖ Maximum quantity (in gallons) of LP-gas to be stored in underground containers: _____
 List sizes and capacities of all underground containers used for storage _____
- Total aggregate quantity of all LP-gas to be stored: _____

Fireworks (Complete this section for the storage of fireworks)

- ❖ Maximum amount (in pounds) of Class 1.3G: _____
 - ❖ Maximum amount (in pounds) of Class 1.4G: _____
 - ❖ Maximum amount (in pounds) of Class 1.4: _____
- Total aggregate quantity of all classes of fireworks to be stored: _____

THIS LICENSE OR A CERTIFIED COPY THEREOF MUST BE CONSPICUOUSLY POSTED ON THE LAND FOR WHICH IT IS GRANTED.

Explosives *(Complete this section for the storage of explosives)*

- | | |
|--|---|
| ❖ Maximum amount (in pounds) of Class 1.1: _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class 1.2: _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class 1.3: _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class 1.4: _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class 1.5: _____ | Number of magazines used for storage: _____ |
| ❖ Maximum amount (in pounds) of Class 1.6: _____ | Number of magazines used for storage: _____ |

Licensing Authority Use:

This license is granted upon the condition that the licensed activity will comply with all applicable laws, codes, rules and regulations, including but not limited to Massachusetts General Law, Chapter 148, and the Massachusetts Fire Code (527 CMR 1.00) as amended. The license holder may not store materials in an amount exceeding the capacities herein specified unless and until any amended license has been granted.

ADDITIONAL RESTRICTIONS:

Signature of Licensing Authority

Title

Date

**THIS LICENSE OR A CERTIFIED COPY THEREOF MUST BE CONSPICUOUSLY
POSTED ON THE LAND FOR WHICH IT IS GRANTED.**

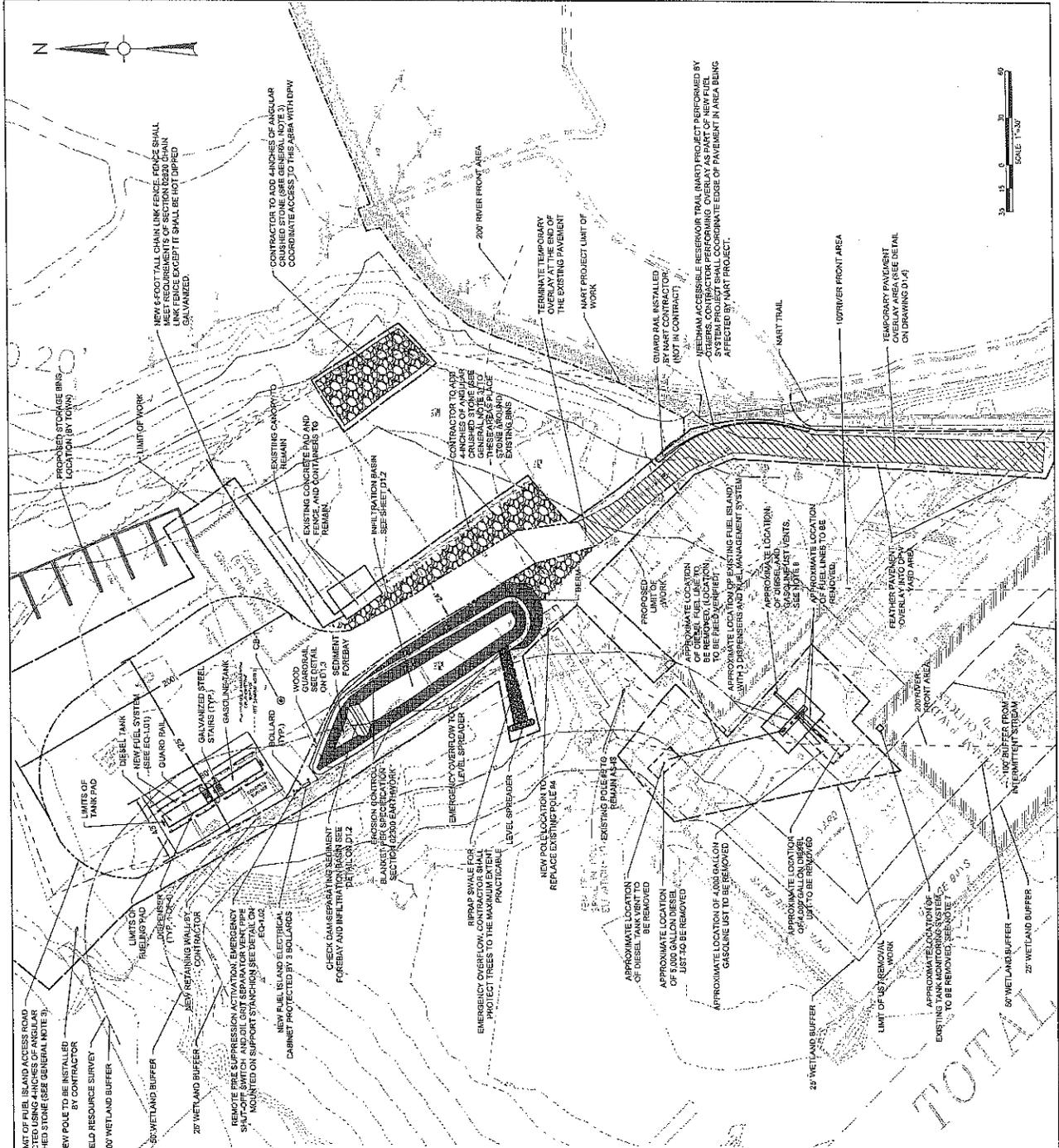


| Revision | Date | Description |
|----------|------|-------------|
| | | |
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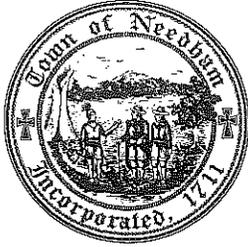


CONSTRUCTION DOCUMENTS

| | |
|--------------|---------------|
| DATE: | APRIL 6, 2017 |
| DRAWN BY: | TJC |
| DESIGNED BY: | JSP |
| CHECKED BY: | JSP |
| APPROVED BY: | JRE |



- GENERAL NOTES:**
- THE CONTRACTOR SHALL PROVIDE TEMPORARY SECURITY FENCING AS NEEDED TO SECURE HIS WORK AREA. TEMPORARY CHAIN LINK FENCE, WHICH SHALL BE REMOVED AT THE END OF THE PROJECT. THE CONTRACTOR SHALL NOTE THE AREA TO THE NORTH IS AN ACTIVE TOWN PARK AREA WITH RESIDENT PARKING AND ACCESS.
 - CONTRACTOR SHALL CONDUIT UP TO FOUR TEST PITS IN THE INFILTRATION POND AREA AS DIRECTED BY THE ENGINEER FOR SOIL PROPERTY CONFIRMATION PRIOR TO STARTING WORK IN THIS AREA.
 - CONTRACTOR SHALL ADD 4-INCH LAYER OF GRANULAR FILL TO THE EXISTING FUEL ISLAND AND ACCESS ROAD AND TURN AROUND AREAS INDICATED ON THE DRAWINGS. ALONG WITH ADDITIONAL LOCATIONS SHOWN IN HATCHED AREAS.
- UST REMOVAL NOTES:**
- UNDERGROUND STORAGE TANK (UST) REMOVAL TO INCLUDE ONE (1) 500-GALLON (TYROL) DIESEL TANK, ONE (1) 400-GALLON (TYROL) DIESEL TANK, ONE (1) 400-GALLON (TYROL) DIESEL TANK, ONE (1) 400-GALLON (TYROL) DIESEL TANK, AND APPURTENANCES.
 - THE LOCATION OF EXISTING PIPES, CONDUITS, UTILITY SERVICES OR OTHER UNDERGROUND STRUCTURES IS NOT WARRANTED TO BE CORRECT, NOR IS IT WARRANTED THAT ALL UNDERGROUND PIPES OR STRUCTURES ARE SHOWN. THE CONTRACTOR SHALL HAVE NO CLAIM ON THAT ACCOUNT SHOULD THEY BE OTHER THAN THAT SHOWN, AND SHALL PERFORM TEST PITTING AS NECESSARY TO LOCATE THESE ITEMS.
 - THE CONTRACTOR SHALL CALL DIG SAFE AT 811 OR 1-888-DIG-SAFE AT LEAST 72 HOURS PRIOR TO EXCAVATION. A COPY OF THE DIG SAFE PROJECT REFERENCE NUMBER SHALL BE GIVEN TO THE ENGINEER PRIOR TO EXCAVATION.
 - THE CONTRACTOR IS RESPONSIBLE FOR PREVENTING AND MONITORING DAMAGE TO ADJACENT VEGETATION, STRUCTURES, PAVED AREAS, CURBING AND SIDEWALKS.
 - CONTRACTOR SHALL PLACE EROSION/SEDIMENTATION CONTROL MEASURES, INCLUDING STRAW BALES, TO CONTROL SEDIMENTATION WITHIN THE LIMIT OF WORK.
 - CONTRACTOR SHALL REMOVE USTs IN ACCORDANCE WITH SPECIFICATION SECTION 0215 - REMOVAL AND DISPOSAL OF UNDERGROUND STORAGE TANKS.
 - CONTRACTOR SHALL REMOVE AND DISPOSE OF TANK CONTAINING SYSTEM COMPONENTS, INCLUDING PROBES, CABINS, AND MISCIBLE CONDUIT, AND SHALL PATCH ANY HOLES IN MASONRY WITH MORTAR. BURIED CONDUIT SHALL BE CUT AND CAPPED IN PLACE.
 - UST VENTS LINES RUN UP THE SIDE OF THE ADJACENT FENCE AND SHALL BE REMOVED IN THEIR ENTIRETY.
 - CONTRACTOR SHALL RESTORE ALL DISTURBED AREAS TO MATCH EXISTING CONDITIONS.
 - CONTRACTOR SHALL ENSURE THAT THE OWNER HAS CONTINUOUS FUELING CAPABILITY THROUGHOUT THE DURATION OF THE PROJECT. THE USTs SHALL NOT BE REMOVED UNTIL THE NEW AST SYSTEM IS FULLY FUNCTIONAL. THE EXISTING FUEL MANAGEMENT SYSTEM SHALL BE INSTALLED ON THE NEW AST SYSTEM IN COORDINATION WITH THE OWNER TO MINIMIZE DOWNTIME FOR FUEL USAGE TRACKING. THE FUEL MANAGEMENT SYSTEM SHALL BE DOWN FOR A MAXIMUM OF 8 HOURS.
 - THE EXISTING FUEL MANAGEMENT SYSTEM SHALL BE RELOCATED AND INSTALLED ON THE NEW AST FUEL ISLAND.
 - THE CONTRACTOR SHALL ALLOW THE DPW ACCESS THE UST REMOVAL AREA AS MUCH AS POSSIBLE. SEE C2.0 DPW COORDINATION NOTE 4.



**LEGAL NOTICE
Town of Needham
Board of Selectmen
Public Hearing**

Public Notice is hereby given that Mecos Environmental Services, Inc. on behalf of the Town of Needham, has made an application in accordance with the provisions of Chapter 148 of the Massachusetts General Laws, for a license to install a tank that will store 9,990 gallons of gasoline fuel aboveground, and a tank that will store 9,990 gallons of diesel at 470 Dedham Avenue, Needham, MA 02492 for the new DPW facility.

Upon said application it is hereby ORDERED: That a public hearing be held at the office of the Board of Selectmen, Town Hall, 1471 Highland Avenue, Needham, MA, Tuesday, September 26, 2017 at 7:00 pm, at which time all persons interested may appear and be heard.

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

BOARD OF SELECTMEN

Dated: Needham Hometown Weekly, September 14, 2017

**470 DEDHAM AVE
TANK INSTALL 300FT**

| OWNER NAME 1 | OWNER NAME 2 | MAILING ADDRESS | CITY | ST | ZIP | PARCEL ID | PROPERTY ADDRESS |
|---|--|---|--|--|--|---|--|
| LEWIS, JOHN A. & RINGER, STEVEN A. + CLOONAN, MICHAEL J. & BAMEL, DAVID A. TR TOWN OF NEEDHAM NEEDHAM GOLF CLUB TOWN OF NEEDHAM NEEDHAM GOLF CLUB MASS BAY TRANSPORTATION AUTHORITY WANG, YE & FRANCESCO, MARK M. & FRANCESCO, IRENE M. CRACKOWER, MICHAEL & BOGOSIAN, JASPER JR. & PAEK, KENNETH B. & WAUGH, GEORGE H. JR FARYNIARZ, MATTHEW Q & TOWN OF NEEDHAM EVANS, CHRISTOPHER & GALLAGHER, JAMES P & WONG, JOHN S. TR MORESCHI, JOHN J. & LUSTIG, RICHARD I + COLWELL, BRYAN & SCALIA, JOSEPH P + VIKTOROV, ROMAN & | DUMOUCHEL, LISA RINGER, ELEANOR S. CLOONAN, KRISTEN G C/O HOFFMAN, DANIEL S. & TRACY P. DEPART OF PUBLIC WORKS TOWN OF NEEDHAM WANG, CHEN FRANCESCO, IRENE M. WOODWARD, SUE-ANNE BOGOSIAN, MARY PAEK, JENNY FARYNIARZ, DIANA KAY OLSON, ROBIN GALLAGHER, MARY A THE WONG FAMILY TRUST MORESCHI, DEANA P LUSTIG, MAIR E COLWELL, HEATHER SCALIA, ELIZABETH B VIKTOROV, YELENA S. | 74 CANTERBURY LN 65 CANTERBURY LN 51 CANTERBURY LN 25 MARR RD 1471 HIGHLAND AVE 49 GREEN STREET 1471 HIGHLAND AVE 49 GREEN ST 10 PARK PLAZA 369 DEDHAM AVE 5 GEORGE AGGOTT RD 148 PLYMOUTH RD 52 COULTON PK 134 PRINCE STREET 379 DEDHAM AVE 361 DEDHAM AVE 1471 HIGHLAND AVE 154 PRINCE ST 147 PLYMOUTH RD 78 HARRIS AVE 84 HARRIS AVE 34 ALDER BROOK LN 21 ALDER BROOK LN 99 CANTERBURY LN 82 CANTERBURY LN | NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM BOSTON NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM NEEDHAM | MA | 02492 02492 02492 02492 02492 02492 02492 02492 02116 02492 02492 02492 02492 02494 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 02492 | 1992020003300000 1992020003800000 1992020003900000 1992020005700000 1993020000500000 1993020000900000 1993020001200000 1993020001400000 1990010999999980 1992020002400000 19903600005600000 1990320000400000 1990320000800000 1990320003200000 1992020002300000 1992020002500000 1993020001300000 1990320000600000 1990320001600000 1990320002000000 1990320003400000 1992020001700000 1992020001900000 1992020002600010 1992020003100000 | 74 CANTERBURY LN 65 CANTERBURY LN 51 CANTERBURY LN 25 MARR RD 470 DEDHAM AVE 0 DEDHAM AVE 0 DEDHAM AVE 49 GREEN ST 0 RAILROAD 369 DEDHAM AVE 5 GEORGE AGGOTT RD 148 PLYMOUTH RD 52 COULTON PK 134 PRINCE ST 379 DEDHAM AVE 361 DEDHAM AVE 0 DEDHAM AVE 154 PRINCE ST 147 PLYMOUTH RD 78 HARRIS AVE 84 HARRIS AVE 34 ALDER BROOK LN 21 ALDER BROOK LN 99 CANTERBURY LN 82 CANTERBURY LN |

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.....



4.1.3 Refund. No license fee or part thereof shall be refunded because of subsequent death, loss, spaying, neutering or removal from the Town of Needham or the Commonwealth or any other disposal of said dog.

4.1.4 Failure to License. In addition to the requirement that a dog shall be duly licensed as required by law, the owner of a dog not licensed on or before April 30th in any year shall be subject to a fine of fifty dollars (\$50.00), in addition to the license fee, upon the complaint of the dog officer. The owner of any unspayed and unleashed female dog found by the dog officer roaming in season (heat) off the premises of the owner or keeper shall be subject to a fine of fifty dollars (\$50.00). Each such occasion shall constitute separate violations.

4.1.5 Fees. The fees for registering and licensing dogs of all types in the Town shall be established from time to time by vote of the Selectmen.

SECTION 4.2 PUBLIC CARRIAGES AND TAXIS

4.2.1 Licenses. The Board of Selectmen may license hackney carriages or motor vehicles for the conveyance of persons for hire from place to place within the Town and may revoke such licenses at their discretion. A record of all licenses so granted or revoked shall be kept by the Selectmen.

4.2.2 Penalties. No person shall set up, use or drive in the Town any unlicensed hackney carriage or motor vehicle for the conveyance of passengers for hire from place to place within the Town. Any person violating Section 4.2 shall be subject to a penalty not exceeding twenty dollars (\$20) for each offense.

4.2.3 Expiration and Fees. Licenses shall expire on the thirtieth day of April following the date of issuance, and shall not be transferred without the written consent of the Board of Selectmen. For each license the sum of ten dollars (\$10.00) shall be paid to the Town Treasurer for use by the Town. A license so granted shall become void if the applicant neglects or refuses to take out and pay for his license within ten days after notice that it has been granted.

4.2.4 Taxi Stands. The Selectmen may grant to the holder of a license under Section 4.2 a license to use a certain portion of a public way as a taxi stand for the solicitation of passengers for hire and no person shall use any portion of any public way for such purpose without such license. Any person who violates any of the provisions of Sub-section 4.2.4 shall be punished by a fine of not more than twenty dollars (\$20.00) for each offense.

SECTION 4.3 FEES, REGISTRATION APPLICABLE TO FLAMMABLES

4.3.1 Statutory Authority. Pursuant to the authority of M.G.L. Chapter 148, Sections 10A, 13, 38A and 39A, and the Needham Fire Code, there is hereby established a fee schedule for licenses granted by the Board of Selectmen, Annual Certificate of Registration filed with the Town Clerk and Permits granted by the Chief of the Fire Department as follows:

4.3.2 Licenses for the Storage of Flammables issued by the Board of Selectmen

Class A: (all types)

| | | | | | | |
|------------------------|---|-------------------|---|---|---|---------|
| 166 | - | 40,000 gallons | . | . | . | \$50.00 |
| 40,001 | - | 80,000 gallons | . | . | . | 200.00 |
| 80,001 | - | 100,000 gallons | . | . | . | 300.00 |
| 100,001 | - | 500,000 gallons | . | . | . | 400.00 |
| 500,001 | - | 1,000,000 gallons | . | . | . | 500.00 |
| over 1,000,000 gallons | . | . | . | . | . | 800.00 |

Class B Fuel: (all types)

| | | | | | | |
|--------|---|-----------------|---|---|---|--------|
| 501 | - | 20,000 gallons | . | . | . | 50.00 |
| 20,001 | - | 40,000 gallons | . | . | . | 100.00 |
| 40,001 | - | 80,000 gallons | . | . | . | 200.00 |
| 80,001 | - | 100,000 gallons | . | . | . | 300.00 |

| | | | | | |
|---|---|--------------------|---|---|--------|
| 100,001 | - | 500,000 gallons . | . | . | 400.00 |
| 500,001 | - | 1,000,000 gallons. | . | . | 500.00 |
| over 1,000,000 gallons | . | . | . | . | 800.00 |
| Class C Fluids (all types) | | | | | |
| 1,001 | - | 20,000 gallons . | . | . | 50.00 |
| 20,001 | - | 40,000 gallons . | . | . | 100.00 |
| 40,001 | - | 80,000 gallons . | . | . | 200.00 |
| 80,001 | - | 100,000 gallons . | . | . | 300.00 |
| 100,001 | - | 500,000 gallons . | . | . | 400.00 |
| 500,001 | - | 1,000,000 gallons. | . | . | 500.00 |
| over 1,000,000 gallons | . | . | . | . | 800.00 |
| Flammable Solids 101 lbs and up 50.00 | | | | | |
| Flammable Gases (within a building) | | | | | |
| 3,001 cubic ft. and up | . | . | . | . | 50.00 |
| Flammable Gases (outside a building) | | | | | |
| 10,001 cubic ft. and up | . | . | . | . | 50.00 |
| Liquid Petroleum Gases | | | | | |
| 500 | - | 1,000 gallons . | . | . | 50.00 |
| over | - | 1,001 gallons . | . | . | 100.00 |

Automobiles

The parking of four or more vehicles in a structure - two dollars (\$2.00) per vehicle, and not less than fifty dollars (\$50.00).

Advertising costs for a hearing by the Board of Selectmen for the issuance of a license for the storage of flammables shall be paid by the applicant.

The annual fees shall include the cost of the initial registration with the Town Clerk. The fee for each annual renewal registration with the Town Clerk shall be the amount herein specified for the original license as set forth above.

4.3.3 Permit Fees

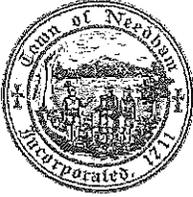
| | | | | | |
|--|---|---|---|---|----------|
| Underground Storage Tank Removal | . | . | . | . | \$100.00 |
| Underground Storage Tank Installation | . | . | . | . | 100.00 |
| Underground Gasoline Tank Removal | . | . | . | . | 100.00 |
| Underground Gasoline Tank Installation | . | . | . | . | 100.00 |

SECTION 4.4 GENERAL

4.4.1 Denial, Revocation or Suspension for Failure to Pay Municipal Taxes.

4.4.1.1 The tax collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.

4.4.1.2 The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate whose owner has neglected or refused to pay



Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 9/26/2017

| | |
|--------------|--|
| Agenda Item | Sign Notice of Traffic Regulation – Linden Street |
| Presenter(s) | Richard P. Merson, DPW Director |

| | |
|-----------|--|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | <p>The Traffic Management Advisory Committee (TMAC) received a request from the Needham Police Department asking that a parking restriction zone be established to ease congestion and improve traffic safety on Linden Street near the High Rock School. The TMAC recommended that a parking restriction regulation be established on the east side of Linden Street from opposite Sylvan Road to 500 feet north stating “No Parking 7 AM – 8 AM and 2 PM – 3 PM, Mon – Fri”.</p> |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | <p><i>Suggested Motion:</i></p> <p>“That the Board vote to approve and sign the Notice of Traffic Regulation Permit #P17-09-26 for Linden Street, Parking Prohibited During Certain Hours, East side, from opposite the northerly sideline of Sylvan Road to a point 500 feet north – No Parking, 7 AM – 8 AM and 2 PM – 3 PM, Mon - Fri”</p> |
| 3. | BACK UP INFORMATION ATTACHED |
| | <p>1. Copy of Traffic Regulation P17-09-26</p> |

DLD

TOWN OF NEEDHAM
BOARD OF SELECTMEN

NOTICE OF TRAFFIC REGULATION

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

VOTED: That the Town of Needham Traffic Rules and Regulations adopted by the Board of Selectmen February 14, 1989 and subsequent amendments thereto be and are hereby further amended as follows:

By adding to Schedule I – PARKING of Article V, Section 5-6, the following:

PARKING PROHIBITED DURING CERTAIN HOURS

LINDEN STREET – East side, from opposite the northerly sideline of Sylvan Road to a point 500 feet north – No Parking, 7:00 – 8:00 A.M. and 2:00 – 3:00 P.M., Monday through Friday, Sept. 1 – June 30, dated 9/26/17, Permit P17-09-26.

VOTED: by the Board of Selectmen at a meeting held on Tuesday, September 26, 2017

BOARD OF SELECTMEN

Permit No. P17-09-26

Date of Passage _____

Attest of Town Clerk _____

DLD



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

MEETING DATE: 9/26/2017

| | |
|---------------------|--|
| Agenda Item | Sign Notice of Traffic Regulation – Chestnut Street |
| Presenter(s) | Richard P. Merson, DPW Director |

| | |
|-----------|---|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | <p>The Traffic Management Advisory Committee (TMAC) received a request from the franchisees at #260 Chestnut Street asking that a 1 hour parking zone be established on the east side of Chestnut Street from the extension of the south sideline of Chestnut Place to 40 feet south of the extension of the south sideline of Chestnut Place. The TMAC recommended that a 1 hour parking zone be established on the east side of Chestnut Street from the extension of the south sideline of Chestnut Place to 40 feet south of the extension of the south sideline of Chestnut Place.</p> |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | <p><i>Suggested Motion:</i></p> <p><i>“That the Board vote to approve and sign the Notice of Traffic Regulation Permit #P17-09-26 for Chestnut Street, Time Limited in Designated Places, East side from the extension of the south sideline of Chestnut Place to 40 feet south of the extension of the south sideline of Chestnut Place, Time - 1 Hour”</i></p> |
| 3. | BACK UP INFORMATION ATTACHED |
| | <p>1. Copy of Traffic Regulation P17-09-26</p> |

TOWN OF NEEDHAM
BOARD OF SELECTMEN

NOTICE OF TRAFFIC REGULATION

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

VOTED: That the Town of Needham Traffic Rules and Regulations adopted by the Board of Selectmen February 14, 1989 and subsequent amendments thereto be and are hereby further amended as follows:

By adding to Schedule I – PARKING of Article V, Section 5-6, the following:

TIME LIMITED IN DESIGNATED PLACES

CHESTNUT STREET – East side from the extension of the south sideline of Chestnut Place to 40 feet south of the extension of the south sideline of Chestnut Place, TIME- 1 Hour, Permit P17-09-26.

BOARD OF SELECTMEN

Permit No. P17-09-26

Date of Passage _____

Attest of Town Clerk _____



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

MEETING DATE: 9/26/2017

| | |
|---------------------|--------------------------------|
| Agenda Item | Affordable Housing Trust Fund |
| Presenter(s) | Kate Fitzpatrick, Town Manager |

| | |
|-----------|---|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | <p>The 2017 Annual Town Meeting approved the creation of an Affordable Housing Trust Fund in accordance with M.G.L. c. 44 Section 55C. The Town Manager will recommend that the Board approve the Declaration of Trust document as the first step in implementing the Trust in Needham.</p> |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | <p><i>Suggested Motion:</i> That the Board vote to approve and sign the Declaration of Trust for the Needham Affordable Housing Trust Fund.</p> |
| 3. | BACK UP INFORMATION ATTACHED |
| | <p>a. Declaration of Trust, Needham Affordable Housing Trust Fund</p> |

DECLARATION OF TRUST
TOWN OF NEEDHAM
NEEDHAM AFFORDABLE HOUSING TRUST FUND

THIS DECLARATION OF TRUST is hereby made as of the 26th day of September, 2017 by the Town of Needham acting by and through its Board of Selectmen, as approved by vote of the 2017 Annual Town Meeting, pursuant to the provisions of M.G. L. Chapter 44, Section 55C.

ARTICLE I **NAME OF THE TRUST**

The Trust shall be called the "Needham Affordable Housing Trust Fund."

ARTICLE II **PURPOSE OF TRUST**

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Needham for the benefit of low and moderate-income households.

ARTICLE III **APPOINTMENT AND TENURE OF TRUSTEES**

- A. Establishment. There shall be a Board of Trustees consisting of seven (7) Trustees appointed by the Board of Selectmen.
- B. Composition. The Trust will include all members of the Board of Selectmen, the Town Manager, and one (1) at-large member with interest and experience in affordable housing issues or a related field.
- C. Terms. The members of the Board of Selectmen and the Town Manager shall serve ex-officio and the Board of Selectmen will appoint the at-large member for a three (3) year term.
- D. Residency. The at-large member shall be a resident of the Town of Needham.
- E. Continuity and Removal. Upon the appointment of any succeeding Trustee, title to the Trust estate shall thereupon be vested in such succeeding Trustee jointly with the remaining Trustees, without the necessity of any conveyance.

- A. Powers. The powers of the Trust, all of which shall be carried on in furtherance of the purposes set forth in this act, shall include the following powers, subject to the limitations set forth in Article IV.B:
- 1) To solicit and accept gifts, grants, contributions, devices, and bequests, or otherwise acquire real or personal property;
 - 2) To invest any of the Trust property in such manner as they may deem advisable without being limited as to the kind or amount of any investment;
 - 3) To sell and exchange any real or personal property or any interest therein for such consideration and upon such terms and conditions as they deem advisable;
 - 4) To join with others in the acquisition of real property or any interest therein;
 - 5) To borrow money and mortgage or pledge any part of Trust assets and issue notes or other indebtedness;
 - 6) To join with others in borrowings, mortgages and pledges, and to guarantee and become surety on obligations of others in transactions in which the Trust has an interest;
 - 7) To execute, as lessor or lessee, leases including for terms expiring after the possible expiration of the Trust;
 - 8) To restore, construct, repair and maintain buildings and to make other improvements and establish such reserves as they deem necessary therefore;
 - 9) To pay, compromise or adjust all obligations incurred and rights acquired in the administration of the Trust;
 - 10) To obtain advice of counsel and to rely thereon;
 - 11) To employ such other persons, agents, staff, brokers, managers, accountants, or advisors as they may deem advisable and to pay reasonable compensation and expenses, apportioning same between income and principal as the Trust deems advisable; and
 - 12) To execute, acknowledge, and deliver all such contracts, deeds, mortgages, leases, discharges, and partial releases of mortgages or other instruments as they may deem advisable in the course of the administration of the Trust.

B. Limitations. These powers shall be subject to the following limitations:

- 1) Any purchase, sale, lease, exchange, transfer or conveyance of any interest in real property must be approved by at least 4/5 of the voting members of the Trustees.
- 2) The Trustees may incur debt, borrow money, grant mortgages and pledge Trust assets only in an amount not to exceed 80% of the total value of the Trust's assets.
- 3) Any debt incurred by the Trust shall not constitute a pledge of the full faith and credit of the Town of Needham, and all documents related to any debt shall contain a statement that the holder of any such debt shall have no recourse against the Town of Needham with an acknowledgement of said statement by the holder.

C. Full Powers of M.G. L. Chapter 44, Section 55C. The Trust shall have these and all powers set forth in M.G.L. Chapter 44, Section 55C, and shall refrain from exercising any powers in such manner as to violate the provisions of said statute.

D. Single Appropriation. In accordance with M.G.L. Chapter 44, Section 55C (16) (d), all monies paid to the Trust shall be paid directly into the Trust and need not be appropriated or accepted and approved in the Trust. General revenues appropriated into the Trust become Trust property, and to be expended, these funds need not be further appropriated. All monies remaining in the Trust at the end of any fiscal year, whether or not expended by the Trustees within one (1) year of the date that they were appropriated into the Trust, remain Trust property.

ARTICLE V MEETINGS OF THE TRUSTEES

The Trust shall meet at least biannually at such time and such place as the Trustees shall determine or on an as needed basis. Special meetings may be called by the Chair or by any two (2) Trustees. Notice of any meeting of the Trust shall be filed with the Town Clerk and posted in accordance with the Open Meeting Law, M.G. L. Chapter 39, Sections 23A, 23B and 23C. A quorum of the Trust shall be the majority of the number of authorized Trustees.

The Chairperson of the Board of Selectmen will serve as Chair of the Trust. The Chair may establish subcommittees and/or ad hoc task related committees to carry out the purposes of the Trust. Chairs of the subcommittees may be selected by the members of the subcommittees.

ARTICLE VI ACTS OF THE TRUSTEES

A majority of Trustees may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the

Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust property.

ARTICLE VII LIABILITY

The Trust is a public employer, and the Trustees are public employees for the purposes of M.G.L. Chapter 268A. The Trust shall be deemed a municipal agency and the Trustees special municipal employees for the purposes of M.G. L. Chapter 268A.

ARTICLE VIII TAXES

The Trust is exempt from M.G.L. Chapters 59 and 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any political subdivision thereof.

ARTICLE IX CUSTODIAN OF FUNDS/AUDITS

The Town Treasurer shall be the custodian of the funds of the Trust. The books and records of the Trust shall be audited annually by an independent auditor in accordance with the accepted accounting practices for municipalities. Upon receipt of a copy by the Trust, a copy shall be provided forthwith to the Board of Selectmen.

ARTICLE X GOVERNMENTAL BODY

The Trust is a governmental body for purposes of M.G.L. Chapter 39, Sections 23A, 23B, and 23C.

ARTICLE XI BOARD OF THE TOWN

The Trust is a board of the Town for purposes of M.G.L. Chapter 30B and M.G.L. Chapter 40, Section 15A, but agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the Town shall be exempt from said M.G.L. Chapter 30B.

ARTICLE XII COMPENSATION OF TRUSTEES

Trustees shall not receive a salary, stipend, bonus, or other means of compensation for their service as a Trustee, nor shall they be eligible for any benefits from the Town of Needham. Trustees may be compensated for reasonable out-of-pocket expenses for travel and other Trust-related expenses. All such out-of-pocket expenses shall be fully documented with receipts for expenses prior to payment by the Trust.

ARTICLE XIII CONFLICT OF INTEREST

The Trust shall be considered a public employer, and the Trustees shall be subject to the conflict of interest provisions of M.G.L. Chapter 268A.

ARTICLE XIV AMENDMENTS

This Declaration of Trust may be amended from time to time by approval of at least 4/5 of the voting members of the Trustees; provided, however, that no such amendment shall violate the purposes of this Trust nor of M.G.L. Chapter 44, Section 55C. Any amendment must be signed by all of the Trustees and a certificate of amendment must be recorded with the Norfolk County Registry of Deeds and Land Court.

ARTICLE XV DURATION OF TRUST

The Trust shall be of indefinite duration, until terminated by a vote of the Needham Town Meeting. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held for affordable housing purposes. In making any such distribution, the Trustees may sell all or any portion of the Trust property and distribute the net proceeds thereof or they may distribute any of the assets in kind. The powers of the Trustees shall continue until the affairs of the Trust are concluded.

ARTICLE XVI RECORD TO BE CONCLUSIVE, CERTIFICATE AS TO FACTS

Every contract, deed, mortgage, lease and other instrument executed by the requisite number of Trustees as provided herein, as appears from instruments or certificates recorded with the Norfolk County Registry of Deeds and Land Court, to be Trustees hereunder, shall be conclusive evidence in favor of any person relying thereon or claiming thereunder, that at the time of the delivery thereof this Trust was in full force and effect and that the execution of delivery of such instrument was duly

authorized by the Trustees. Any person dealing with the Trust property or the Trustees may always rely on the certificate signed by any person appearing from instruments or certificates so recorded to be Trustee hereunder as to the identity of the then current Trustees or as to the existence or non-existence of any fact or facts which constitute conditions precedent to acts by the Trustees or in any other manner germane to the affairs of the Trust.

ARTICLE XVII TITLES

The titles to the various Articles herein are for convenience only and are not to be considered part of said Articles nor shall they affect the meaning or the language of any such Article.

SELECTMEN OF NEEDHAM

IN WITNESS WHEREOF the said Selectmen have hereunto set their hands and seals on the day and year first hereinabove set forth.

COMMONWEALTH OF MASSACHUSETTS

NORFOLK SS _____, 2017

On this _____ day of _____, 2017, before me, the undersigned notary public, personally appeared the above-name _____, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

_____, Notary Public

My commission expires _____



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

MEETING DATE: 9/26/2017

| | |
|---------------------|---------------------------------------|
| Agenda Item | Public Safety Facility Project Update |
| Presenter(s) | Kate Fitzpatrick, Town Manager |

| | |
|-----------|---|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | The Town Manager will update the Board on the Public Safety Facility Project, and discuss feedback received at two neighborhood meetings. |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | Update Only. |
| 3. | BACK UP INFORMATION ATTACHED |
| | a. Conceptual Plans |

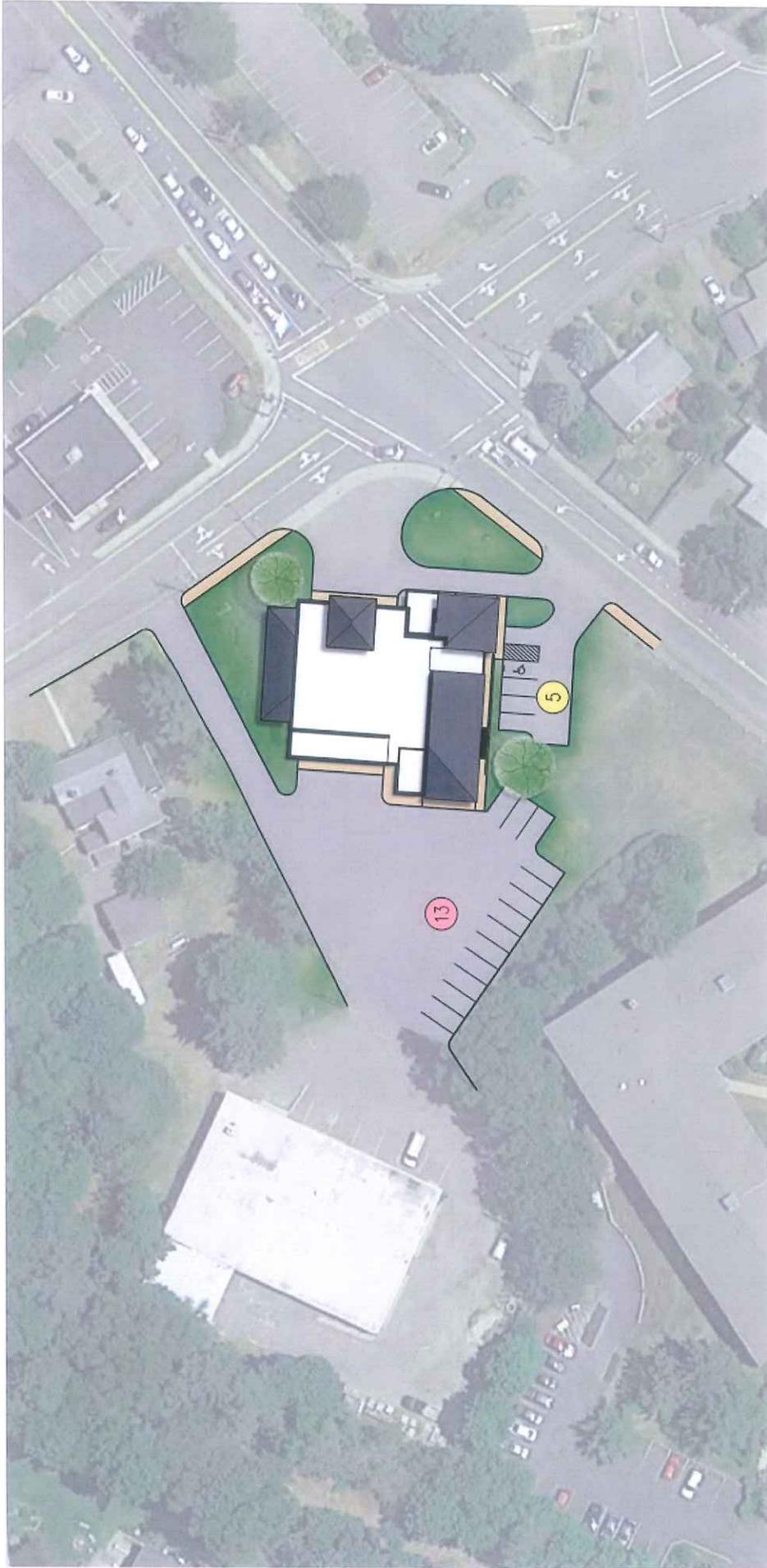


FS #2, PERSPECTIVE

**16015.02
NEEDHAM PUBLIC SAFETY**

NEEDHAM, MA

KAESTLE BOOS
associates, inc



16015.02

NEEDHAM FIRE STATION #2

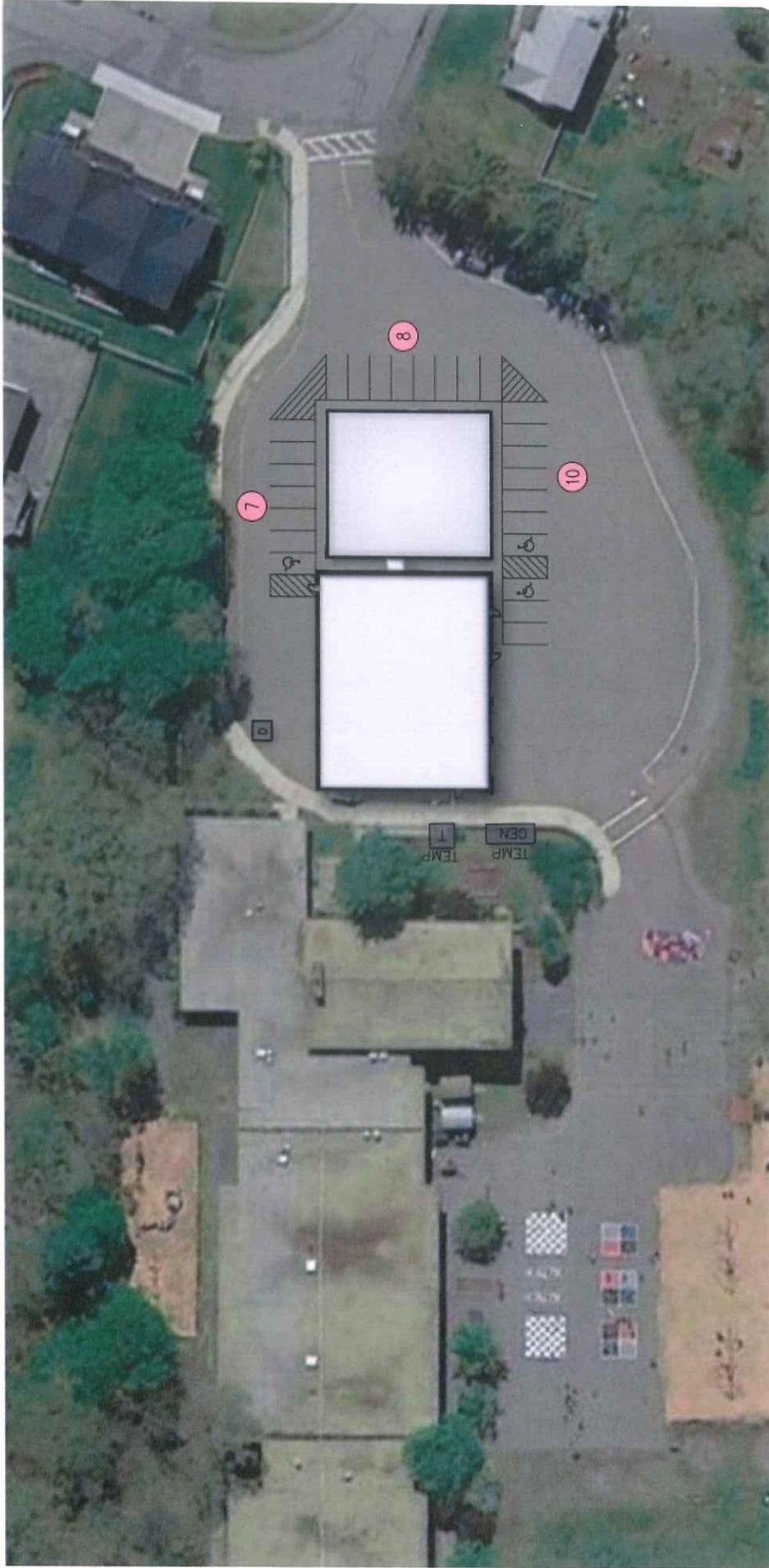
NEEDHAM, MASSACHUSETTS

September 18, 2017



SCALE: 1" = 50'

KAESTLE BOOS
associates, inc



16015.02

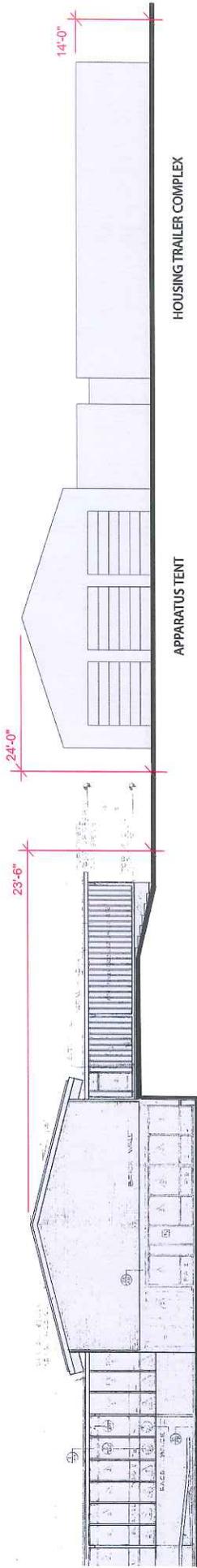
**TEMPORARY FIRE
HILLSIDE SCHOOL**

NEEDHAM, MA
September 18, 2017

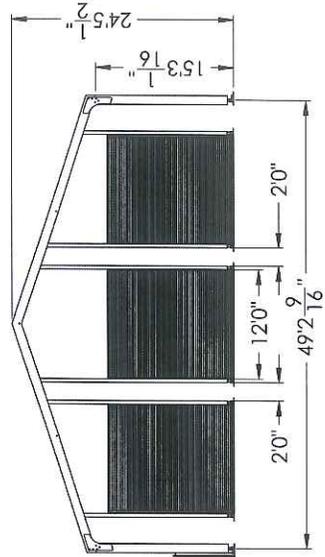


SCALE: 1" = 40'-0"

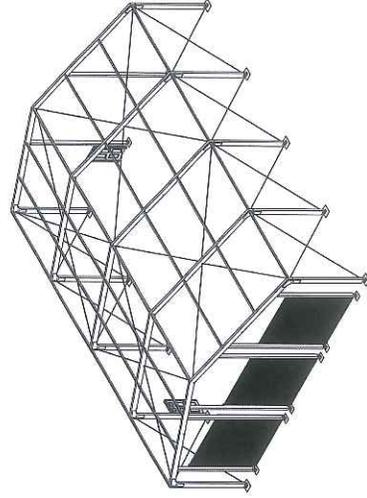
KAESTLE BOOS
associates, inc



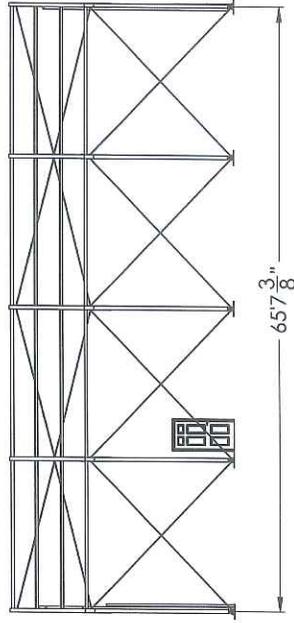
EXISTING HILLSIDE ELEMENTARY SCHOOL



EXTERIOR APPARATUS BAY
TEMPORARY FIRE - HILLSIDE ELEMENTARY



DIAGRAMMATIC APPARATUS BAY FRAMING



INTERIOR APPARATUS BAY



CONNECTOR

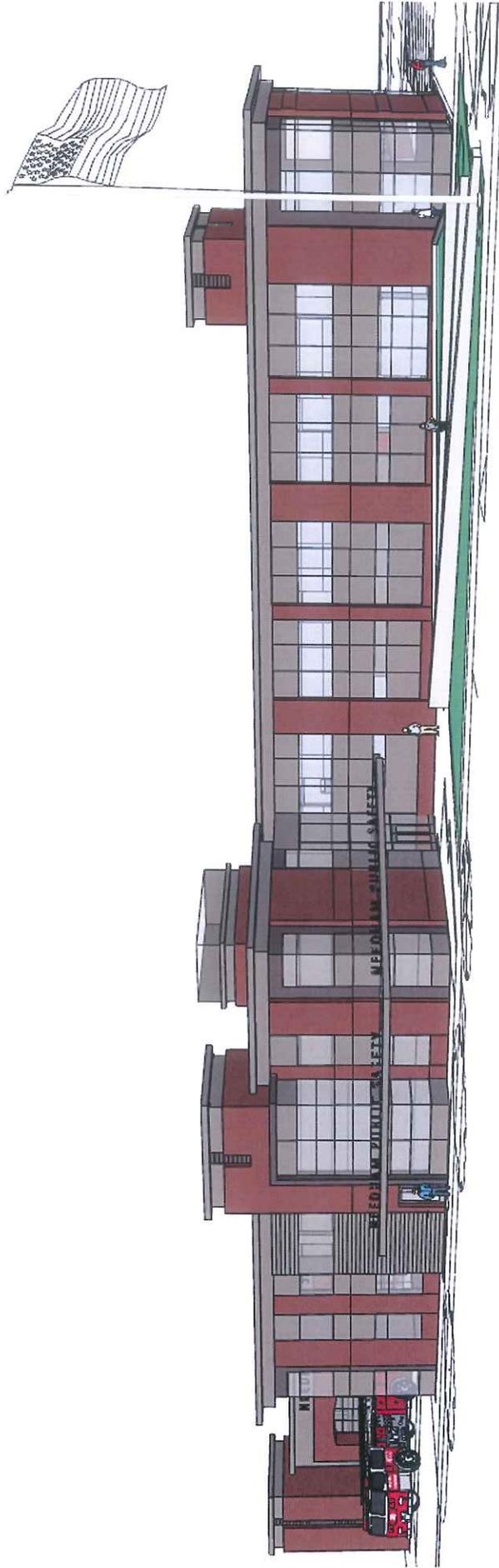


LIVING QUARTERS

16015.02
NEEDHAM PUBLIC SAFETY

NEEDHAM, MA

KAESTLE BOOS
associates, inc



HEADQUARTERS PERSPECTIVE

16015.02
NEEDHAM POLICE AND FIRE STATION HEADQUARTERS

NEEDHAM, MA

KAESTLE BOOS
associates, inc



HEAD HEIGHT & WIDTH CLEARANCE



HEAD HEIGHT CLEARANCE



LACK OF CLEARANCE / CIRCULATION



LACK OF CLEARANCE / CIRCULATION



HEAD HEIGHT CLEARANCE

EXISTING FS #2 SPACE CONSTRAINTS

**16015.02
NEEDHAM FIRE STATION #2**

NEEDHAM, MA



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

MEETING DATE: 9/26/2017

| | |
|---------------------|--------------------------------|
| Agenda Item | Town Meeting Preparation |
| Presenter(s) | Kate Fitzpatrick, Town Manager |

| | |
|--|---|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| The Board will discuss articles contained in the October 2, 2017 Special Town Meeting Warrant. | |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| <i>Suggested Motion:</i> That the Board vote to support (not to support) article _____ in the Annual Town Meeting Warrant. | |
| 3. | BACK UP INFORMATION ATTACHED |
| a. Special Town Meeting Warrant b. Status of Articles 9.22.2017 | |

TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

MONDAY, OCTOBER 2, 2017

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

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

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on:

MONDAY, THE SECOND DAY OF OCTOBER, 2017

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

HUMAN RESOURCE ARTICLES

ARTICLE 1: FUND COLLECTIVE BARGAINING AGREEMENT – DPW/NIPEA

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Public Employees Association, Local 1116, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2018; or take any other action relative thereto.

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

Article Information: The Town and the Needham Independent Public Employees Association, Local 1116 have agreed to a one year contract extension for fiscal year 2018. As a result of changes in the plan offerings by the West Suburban Health Group – of which Needham is a member – the Town will be negotiating with all employee groups over the coming year relative to its group insurance program. The one year contract extension for this unit brings all units current for fiscal year 2018 as we begin those discussions. If this article is approved, funding would be transferred from the classification, performance and settlements line item for the General Fund employees.

FINANCE ARTICLES

ARTICLE 2: AMEND THE FY2018 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2018 Operating Budget adopted under Article 15 of the 2017 Annual Town Meeting by deleting the

amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|--|----------------------|--------------------|
| 3 | Group Insurance, Employee Benefits, Assessments & Administrative Costs | \$13,949,197 | 14,429,197 |
| 9 | Reserve Fund | \$1,862,600 | \$1,812,600 |
| 22B | Public Facilities Expenses | \$2,696,730 | \$2,746,730 |

and to meet this appropriation that the additional amount be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article seeks to amend the Town’s operating budget for fiscal year 2018. The \$480,000 increase to the Group Health Insurance, Employee Benefits & Administrative Costs budget line is to cover increased health insurance costs. This funding increase was expected at the time the fiscal year 2018 budget was presented to Town Meeting this past May. At that time, there were several variables identified that could impact the fiscal year 2018 health insurance budget, including premium increases, additional head count in the School and Town departments, plan selection by employees, and actual enrollment. Given the number of variables, it was agreed that the final budget amount would be recommended at the fall Special Town Meeting. The increase is proposed to be funded by an increase in recurring revenue.

The \$50,000 increase to the Public Facilities expense budget line is to provide funding for an outside consultant to review the Town’s maintenance program for its public buildings. This request comes at the request of the Town Manager and the Finance Committee to have an outside assessment of the Town’s practices and assumptions in planning and maintaining its capital investment to help ensure that the expected life cycles are met, and that best practices are employed to meet the demands. The study is expected to be completed prior to the end of the fiscal year. The reduction to the Reserve Fund would be the funding source for this appropriation.

ARTICLE 3: AMEND THE FY2018 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2018 RTS Enterprise Fund adopted under Article 16 of the 2017 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|----------------------|----------------------|--------------------|
| 101A | Salary & Wages | \$782,833 | \$796,656 |

and to meet this appropriation that the additional amount be raised from RTS Enterprise Fund receipts; or take any other action relative thereto.

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

Article Information: This article is to amend the FY2018 RTS Enterprise Fund Budget. The Town and the Needham Independent Public Employees Association have reached an agreement for a one year contract extension as presented under Article 1. If approved, this budget amendment will provide the additional funding (\$13,823) necessary to pay the cost of the Agreement for FY2018. There are eight members of the Union assigned to RTS operations.

ARTICLE 4: AMEND THE FY2018 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2018 Sewer Enterprise Fund adopted under Article 17 of the 2017 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|----------------------|----------------------|--------------------|
| 201A | Salary & Wages | \$938,603 | \$958,976 |
| 201D | MWRA Assessment | \$5,918,642 | \$5,889,796 |

or take any other action relative thereto.

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

Article Information: This article is to amend the FY2018 Sewer Enterprise Fund Budget. The Town and the Needham Independent Public Employees Association have reached an agreement for a one year contract extension as presented under Article 1. If approved, this budget amendment will provide the additional funding (\$20,373) necessary to pay the cost of the Agreement for FY2018. There are 11 members of the Union assigned to Sewer operations. The article also seeks to lower the MWRA Assessment appropriation by \$28,846. At the time the Sewer Enterprise Fund budget was approved, the sewer assessment was based on the preliminary figures released by the MWRA. The Town has received its actual assessment for FY2018 which was less than the budgeted amount. The net effect of the requested changes is a

decrease of \$8,473 (-0.09%) to the Enterprise Budget.

ARTICLE 5: AMEND THE FY2018 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2018 Water Enterprise Fund adopted under Article 18 of the 2017 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|----------------------|----------------------|--------------------|
| 301A | Salary & Wages | \$1,226,141 | \$1,248,413 |
| 301D | MWRA Assessment | \$1,114,185 | \$1,109,794 |

and to meet this appropriation that the additional amount be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

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

Article Information: This article is to amend the FY2018 Water Enterprise Fund Budget. The Town and the Needham Independent Public Employees Association have reached an agreement for a one year contract extension as presented under Article 1. If approved, this budget amendment will provide the additional funding (\$22,272) necessary to pay the cost of the Agreement for FY2018. There are 12 members of the Union assigned to Water operations. The article also seeks to lower the MWRA Assessment appropriation by \$4,391. At the time the Water Enterprise Fund budget was approved, the water assessment was based on the preliminary figures released by the MWRA. The Town has received its actual assessment for FY2018 which was less than the budgeted amount. The net effect of the requested changes is an increase of \$17,881(0.32%) to the Enterprise Budget.

ARTICLE 6: RESCIND DEBT AUTHORIZATION

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

| Project | Town Meeting | Article | Authorized | Rescind |
|------------------------------------|---------------------|----------------|-------------------|----------------|
| High School Cafeteria Construction | Nov 2015 STM | 11 | \$2,100,000 | \$225,000 |
| Sewer Pump Station Reservoir B | Nov 2011 STM | 15 | \$6,300,000 | \$170,000 |

| | | | | |
|--------------|--|--|--------------------|------------------|
| Total | | | \$8,400,000 | \$395,000 |
|--------------|--|--|--------------------|------------------|

or take any other action relative thereto.

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

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

PUBLIC SAFETY ARTICLES

ARTICLE 7: AUTHORIZATION FOR ACQUISITION OF REAL PROPERTY

To see if the Town will vote to authorize the Board of Selectmen to purchase on behalf of the Town the real property known as 43 Lincoln Street (Assessors Map 47, Lot 46); or take any other action relative thereto.

INSERTED BY: Board of Selectmen
 FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Town has been seeking to acquire the property at 43 Lincoln Street for several years. The acquisition, if approved, ensures the Town's ownership of the entire block bordered by School Street, Chestnut Street, Lincoln Street, and the Chestnut/Lincoln Parking Lot. Over the past seven years, the Town has acquired five parcels in the block in order to increase and improve municipal parking, and to allow for the expansion and reconstruction of the Public Safety Building. The acquisition will both improve the design of the project and also obviate the need to eliminate parking currently dedicated for public use. The property consists of approximately .26 acres. No appropriation is required for the acquisition – the Board of Selectmen negotiated a mitigation agreement with the developer of the Second Avenue Residences to support enhancements to public safety facilities.

ARTICLE 8: AMEND ZONING BY-LAW – MAP CHANGE TO CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map to place in the Center Business District all that land now zoned Single Residence B and located at the intersection of Chestnut Street and School Street (Assessor's Map 47, Parcel 56) said area bounded and described as follows:

“Beginning at a point at the Chestnut Street centerline which intersects with the boundary line between the existing Single Residence B District and the Center Business District; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the Center Business District and a General Residence District; then turning and running southerly along the existing Single Residence B District and said General Residence District to a point where it intersects with the centerline of School Street and the boundary line between the existing Single Residence B District and General Residence District; then turning and running westerly to a point where it intersects with the centerline of Chestnut Street and the boundary between the existing Single Residence B District and the Chestnut Street Business District; then turning and running northerly along said boundary to the point of beginning.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article describes the geographical area located at the intersection of Chestnut Street and School Street proposed to be changed from a Single Residence B District to a Center Business District. One parcel – namely the Police and Fire Station property (Parcel 56 on Assessors’ Plan 47) – that is currently zoned Single Residence B is affected by this rezoning. The proposed rezoning will correct a historical inconsistency currently in place along the easterly frontage of Chestnut Street where a singular residential property was retained along what is otherwise a contiguously zoned commercial corridor. With this noted change, the subject locale will be rendered consistent with that of its abutting Center Business District.

**ARTICLE 9: AMEND ZONING BY-LAW – FLOOR AREA RATIO AND LOT
COVERAGE REQUIREMENT FOR A MUNICIPAL BUILDING OR
STRUCTURE IN THE GENERAL RESIDENCE DISTRICT**

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

- (a) Amend Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.4, Table of Regulations for Public, Semi-Public and Institutional Uses in the Rural Residence Conservation, Single Residence A, Single Residence B and General Residence Districts and for the Institutional District, by inserting a footnote (h) for the Maximum Floor Area Ratio in the General Residence District on the table contained in Section 4.2.4, such footnote to read as follows:

“(h) The Board of Appeals may grant a special permit increasing the maximum Floor Area Ratio required by this footnote up to 0.60 for a municipal building or structure.”

- (b) Amend Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts,

Subsection 4.2.4, Table of Regulations for Public, Semi-Public and Institutional Uses in the Rural Residence Conservation, Single Residence A, Single Residence B and General Residence Districts and for the Institutional District, by inserting a footnote (i) for the Maximum Percentage Lot Coverage in the General Residence District on the table contained in Section 4.2.4, such footnote to read as follows:

“(i)The Board of Appeals may grant a special permit increasing the maximum lot coverage required by this footnote up to twenty-five (25) percent for a municipal building or structure.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

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

Article Information: This article proposes to amend the section of the Zoning By-Law that limits the maximum floor area ratio and the maximum lot coverage requirements for a municipal building or structure in the General Residence District. The amendment is offered in an effort to guide the planned reconstruction and expansion of Fire Station #2 at the intersection of Highland Avenue and Webster Street. The amendment would allow the Planning Board, acting as a special permit granting authority under site plan review, to issue a special permit in the General Residence District to increase the maximum permitted floor area ratio for a municipal building or structure up to 0.60, and the maximum permitted lot coverage for a municipal building or structure up to twenty-five (25) percent. Currently in the General Residence District, the maximum floor area ratio for a municipal building or structure is capped at 0.30 and the maximum lot coverage for a municipal building or structure is capped at fifteen (15) percent.

ARTICLE 10: APPROPRIATE FOR PUBLIC SAFETY BUILDING & FIRE STATION #2 DESIGN

To see if the Town will vote to raise, borrow, and/or transfer and appropriate \$3,750,000 for engineering and design for the reconstruction of the Public Safety Building and Fire Station #2, including costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information: This article will fund the design development phase of the public safety building project.

The Public Safety Building, located at the intersection of Chestnut Street and School Street, opened in 1931, and was renovated in 1988-1989. Fire Station #2, located at the intersection of Highland Avenue and Webster Street, opened in 1949 and was also renovated in 1988-1989. The amount of space that was originally allocated within both buildings for the Police and Fire Departments is no longer sufficient to accommodate changes in operations, changing personnel needs, technology upgrades, and security improvements, and neither station is fully accessible for individuals with limited mobility.

In 1950, 19 years after the station opened, the Police Department had 25 sworn officers and responded to 1,774 calls. By 2015, the number of sworn officers was 49 and call volume had increased to 31,610. The proposed program meets many deficiencies identified in the Police Department, including the lack of adequate locker facilities for female officers, evidence and property storage, interview rooms and interview recording technology, public meeting space, records storage, dispatch areas, patrol and administrative office space, and report writing space. The prisoner holding cells are outdated and inadequate, and the current prisoner booking area is unsafe due to its size and configuration. The building lacks the ability to handle technology improvements due to available space needed, while the roof continues to leak into the records/server room on the second floor. The current climate control only works sporadically throughout the building creating numerous temperature variations.

In 1950, the Fire Department had 27 firefighters. Call volume data is not available for 1950, but the Department responded to 600 calls in 1960. By 2015, the number of sworn firefighters was 64 and the Department responded to 3,915 calls. The proposed program meets many deficiencies identified in the Fire Department, including apparatus bays that are too small for modern fire trucks, insufficient area for performing equipment maintenance and repair, lack of facilities for storing and cleaning turnout gear, minimal existing office space, inadequate facilities for firefighter support such as bunkrooms, toilets and showers, and insufficient storage space for files and equipment.

The November 2, 2015 and February 10, 2016 Special Town Meetings and the 2017 Annual Town Meeting approved a total of \$390,000 in funding for feasibility studies and schematic design. If the appropriation for design development is approved, the project will be presented to the fall, 2018 Special Town Meeting for construction appropriation, and to the voters at the November 6, 2018 State election for debt exclusion funding.

CAPITAL ARTICLES

ARTICLE 11: APPROPRIATE FOR HIGH SCHOOL EXPANSION CONSTRUCTION

To see if the Town will vote to raise, borrow, and/or transfer and appropriate \$13,188,000 for the reconstruction and expansion of the Needham High School, including costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that \$120,000 be transferred from Article 1 of the November 2013 Special Town Meeting, that \$126,000 be transferred from Article 14 of the November 2009 Special Town Meeting, that \$817,000 be transferred from the Capital Facility Fund, and that \$1,000,000 be transferred from Overlay Surplus; and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$11,125,000 under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information: Needham High School is in need of additional classroom space to accommodate growing enrollment, and renovations to correct building deficiencies. This project would fund the addition of classroom space at the school, and would make the following improvements: replacement of the chillers, renovation of Gymnasium "A", addition of gym storage, and reconfiguration of gym lockers.

The classroom expansion component is intended to support anticipated student population growth. This project would include construction of a new classroom wing at the Webster Street entry to the school. Enrollment is growing and expected to peak at 1,835 students in the 2024/25 School Year. This population, as well as the relatively small size of existing classrooms, has created both over-crowding in and over-utilization of existing classroom spaces. The building was originally designed for 1,450 students and reflected School Building Authority standards in effect at the time that were lower than the current design guidelines. (In 2007, the year the High School was renovated, 725 s.f. was the typical classroom size, which is smaller than the current Massachusetts School Building Authority guideline of 925 s.f. Under the current guidelines, a 725 s.f. classroom is sized for 19 students, whereas a 925 s.f. classroom can accommodate 23 students per instructional space.) Currently, 45% of the core academic sections - Math, English, Social Studies and World Languages - have more than 23 students per section, with some having as many as 28 students. An additional 40% of sections have 16-23 students. The average utilization rate in these spaces is 90%, which exceeds the MSBA guideline of 85% (set to preserve flexibility in scheduling.) Since 2008, several spaces at NHS have been repurposed to

function as classrooms, however the number available remains below the need. Further, the repurposing has compromised the overall operation of the educational program.

The project would also replace the 300-ton chiller at the High School, with two 250-ton chillers. The existing chiller stopped working last year, cannot be repaired and must be replaced. The new chillers will accommodate the current building needs, as well as the additional square footage created by the expansion project.

Finally, this project would renovate the A Gym and related spaces. The A Gym was added to the high school in the 1950's and remains essentially in its original configuration. As a result, the space has many deficiencies and is in need of significant renovation. Specifically, the project would replace the gym floor, relocate the ceiling mounted basketball hoops, replace the rooftop-mounted ventilation units, replace the lighting and floor systems, remove the wood paneling, repaint the entire space, and install acoustic panels to the underside of the exposed roof deck. Additionally, the project would add much needed equipment storage to the gym area, and would reconfigure and increase the number of gym lockers to accommodate the expanded student population.

This article will fund construction of the proposed expansion project. The 2017 Annual Town Meeting appropriated \$1.075 million for project design (including \$950,000 for the classroom expansion and gym renovations and \$125,000 for chiller replacement.) This article requests the balance of the funds needed to complete the project.

GENERAL ARTICLES

ARTICLE 12: EXTINGUISH SEWER AND DRAIN EASEMENT/BROOKSIDE ROAD

To see if the town will vote to authorize the Board of Selectmen to extinguish a sewer and drain easement from Clarke Circle to Brookside Road, more fully described in an order of taking number 1958-1, dated April 8, 1958 and recorded at the Norfolk County Registry of Deeds in Registration Book 233, Page 17; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: In 1958, the Town established a sewer easement along the property line of 103 Brookside Road. In 1992, the Town established a new sewer easement but did not formally dissolve the original 1958 easement. Town Meeting action is required to extinguish the 1958 easement that is no longer needed by the Town.

ARTICLE 13: ACCEPT GRANT OF ACCESS EASEMENT/CARTWRIGHT ROAD

To see if the Town will vote to authorize the Selectmen to accept a grant of access easement by

Mary Stare Wilkinson and Bradford Wilkinson to the Town of Needham as shown on a plan entitled "Definitive Subdivision Plan, 260 and 267 Cartwright Road, a 2 Lot Single Family Residential Subdivision, Needham, Massachusetts" on file with the Planning Board; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: As a condition of approval of the Cartwright Road Subdivision, the Planning Board required that the Developer grant the Town a grant of access easement. The access easement allows for passage by foot or vehicle over the private way, consistent with the manner in which streets are customarily used in the Town of Needham. Town Meeting approval of such easements is required in order for them to be effective.

ARTICLE 14: EXTINGUISH A PORTION OF DRAIN EASEMENT/NICHOLS ROAD

To see if the Town will vote to authorize the Board of Selectmen to extinguish a portion of a 1937 Drain Easement at 56 Nichols Road from Nichols Road to the rear property line of 56 Nichols Road, more fully described in a Grant of Easement recorded at the Norfolk County Registry of Deeds in Book 2144 Page 459; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: The property owner of 56 Nichols Road received permission from the Board of Selectmen to encroach on the existing drain easement in order to reconstruct a new home. In consideration of this approval, the property owner relocated the drain line, and the old line was abandoned and removed as part of the construction. Town Meeting action is required to extinguish the original drain easement that is no longer needed by the Town.

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

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

Given into our hands at Needham aforesaid this 15th day of August, 2017.

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

A TRUE COPY
Attest:
Constable:

Status of Articles 9.22.2017

| # | Article | Status | BOS Position | FC Position | BOS | FC | CPC | Planning |
|----|---|--------|--------------|-------------|----------|-------|-----|----------|
| 1 | Fund Collective Bargaining Agreement -- DPW/NIPEA | | Adopt | Adopt | Dan | Rick | | |
| 2 | Amend the FY2018 Operating Budget | | Adopt | Adopt | Marianne | Dick | | |
| 3 | Amend the FY2018 RTS Enterprise Fund Budget | | Adopt | Adopt | John | Rick | | |
| 4 | Amend the FY2018 Sewer Enterprise Fund Budget | | Adopt | Adopt | John | Tom | | |
| 5 | Amend the FY2018 Water Enterprise Fund Budget | | Adopt | Adopt | John | Ken | | |
| 6 | Rescind Debt Authorization | | Adopt | Adopt | Marianne | Josh | | |
| 7 | Authorization for Acquisition of Real Property | | | RATM | Matt | John | | |
| 8 | Amend Zoning By-Law -- Map Change to Center Business District | | | Adopt | Moe | Carol | | |
| 9 | Amend Zoning By-Law -- Floor Area Ratio and Lot Coverage Requirement for a Municipal Building or Structure in the General Business District | | | RATM | Moe | Carol | | |
| 10 | Appropriate for Public Safety Building & Fire Station #2 Design | | Adopt | RATM | Dan | Barry | | |
| 11 | Appropriate for High School Expansion Construction | | | RATM | Marianne | Dick | | |
| 12 | Extinguish Sewer and Drain Easement / Brookside Road | | Adopt | No Position | Matt | | | |
| 13 | Accept Grant of Access Easement / Cartwright Road | | Adopt | Adopt | Matt | Tom | | |
| 14 | Extinguish a Portion of Drain Easement / Nichols Road | | Adopt | No Position | Matt | | | |



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

MEETING DATE: 9/26/2017

| | |
|---------------------|--------------------------------------|
| Agenda Item | Needham Crossing Boundary Definition |
| Presenter(s) | Board Discussion |

| | |
|-----------|---|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | The Board will discuss options for setting the boundary lines for the area known as Needham Crossing. |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | Discussion Only. |
| 3. | BACK UP INFORMATION ATTACHED |
| | a. Needham Crossing Boundary Map Draft Proposal |

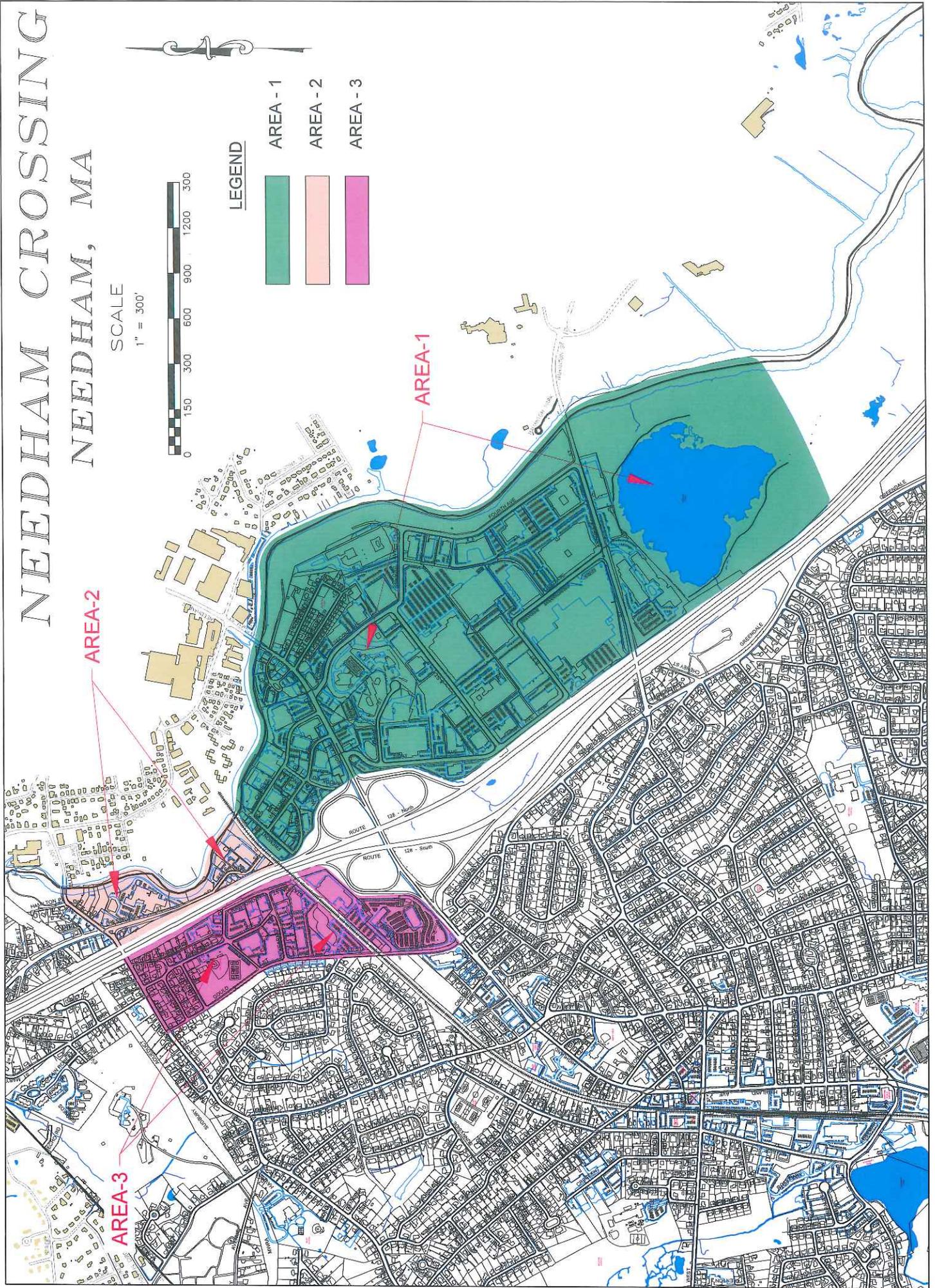
NEEDHAM CROSSING NEEDHAM, MA

SCALE
1" = 300'



LEGEND

- AREA - 1
- AREA - 2
- AREA - 3





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

MEETING DATE: 9/26/2017

| | |
|---------------------|-----------------------------------|
| Agenda Item | Recreational Marijuana Next Steps |
| Presenter(s) | Board Discussion |

| | |
|-----------|--|
| 1. | BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED |
| | The Board will discuss the concept of engaging with the Planning Board to discuss articles for the 2018 Annual Town Meeting Warrant. |
| 2. | VOTE REQUIRED BY BOARD OF SELECTMEN |
| | Discussion Only. |
| 3. | BACK UP INFORMATION ATTACHED |
| | |



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

MEETING DATE: 09/26/2017

| | |
|---------------------|-------------------|
| 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 |

**Town of Needham
Board of Selectmen
Minutes for September 12, 2017
Needham Town Hall
Selectmen's Chamber**

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

7:00 p.m. Call to Order:

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

7:00 p.m. Public Hearing: Comcast - Chestnut Street

Jordan Hawes, Comcast Corporation representative appeared before the Board requesting permission to install approximately 35' of conduit from Pole NT on Lincoln Street across street to Private Property at 148 Chestnut Street (Needham Hospital).

Ms. Cooley invited public comment. No comments were heard.

Ms. Fitzpatrick indicated all paperwork is in order.

Motion by Mr. Bulian that the Board of Selectmen approve and sign a petition from Comcast Corporation to install approximately 35' of conduit from Pole NT on Lincoln Street across street to Private Property at 148 Chestnut Street (Needham Hospital).

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

7:01 p.m. Public Hearing Continuation: Eversource Energy - Marked Tree Road

Maureen Carroll, Eversource Energy representative appeared before the Board requesting permission to install approximately 9 feet of conduit in Marked Tree Road. She stated this work is necessary to provide underground electric service at 159 Marked Tree Road, Needham.

Ms. Cooley invited public comment. No comments were heard.

Ms. Fitzpatrick indicated all paperwork is in order.

Motion by Mr. Handel that the Board of Selectmen approve and sign a petition from Eversource Energy to install approximately 9 feet of conduit in Marked Tree Road. This work is necessary to provide underground electric service at 159 Marked Tree Road, Needham.

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

7:02 p.m. Public Hearing: Application for a License to Store Fuel Aboveground at 370 Rear 1st Avenue, Needham

Kevin Daly, President, KPD Advisors and Jill Poschmann, Project Manager, KPD Advisors appeared before the Board requesting a license for Normandy Gap-V Development Needham LLC to garage aboveground parking, an additional 988 vehicles with gasoline and diesel fuel stored in said motor vehicle tanks on property at 370 Rear 1st Avenue, Needham. Mr. Daly noted the total number of vehicles in the garage would be 2,065. It was noted fuel storage for 1,077 spaces was previously approved in 2015. Section 4.3 of the Town of Needham General By-laws states that any amount of liquid petroleum gas in excess of 500 gallons on a property requires a license issued by the Board of Selectmen.

Ms. Cooley invited public comment. No comments were heard.

Ms. Fitzpatrick indicated all paperwork is in order.

Motion by Mr. Bulian that the Board of Selectmen vote to approve and authorize the Chairwoman to sign license for Normandy Gap-V Development Needham LLC to garage aboveground parking, an additional 988 vehicles with gasoline and diesel fuel stored in said motor vehicle tanks on property at 370 Rear 1st Avenue, Needham.

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

7:04 p.m. Public Hearing: Application for a License to Store Fuel Aboveground at 27 Charles Street, Needham

Chris Barbour, Ahearn Holtzman, Inc., appeared before the Board requesting a license for 888 Illuminate PBB, LLC on behalf of AT&T Services to install a tank that will store 1,580 gallons of diesel fuel aboveground at 27 Charles Street, Needham. It was noted Section 4.3 of the Town of Needham General By-laws states that any amount of liquid petroleum gas in excess of 500 gallons on a property requires a license issued by the Board of Selectmen.

Ms. Cooley invited public comment. No comments were heard.

Ms. Fitzpatrick indicated all paperwork is in order.

Mr. Borrelli asked for clarification of the location of the tank on the plot plan, which was shown to him by Mr. Barbour.

Motion by Mr. Handel that the Board of Selectmen vote to approve and authorize the Chairwoman to sign a license for 888 Illuminate PBB, LLC on behalf of AT&T Services to install a tank that will store 1,580 gallons of diesel fuel aboveground at 27 Charles Street, Needham.

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

7:06 p.m.

Public Hearing: New Restaurant All Alcoholic Beverages License - Needham Food & Beverage located at 200 First Avenue

Michael Gendrin, Proposed Manager and Brian J. Hughes, Attorney appeared before the Board with an application for an All Alcoholic Beverages License for Needham Food & Beverage, a separate entity which will be located in the new Claremont Hotel, currently under construction at 200 First Avenue, Michael W. Gendrin, Proposed Manager. Mr. Hughes stated the licensed premises will contain approximately 1,568 sq. ft. on the first floor of the hotel consisting of a bar and dining/lounge, with a total seating capacity of 86 patrons. The premises has two entrances and four exits. It was noted abutters were notified of the public hearing and there are no spiritual or educational organizations located within the required radius.

Ms. Cooley invited public comment. No comments were heard.

Ms. Fitzpatrick indicated all paperwork is in order.

Mr. Matthews reminded Mr. Gendrin of Needham's status as a historically dry town. He commented the rules must be followed and the Town is not sympathetic if problems arise. He welcomed the business and wished Mr. Gendrin success in Needham.

Mr. Borrelli noted Needham's recently revised alcohol regulations, suggesting Mr. Gendrin become familiar with them.

Motion by Mr. Bulian that the Board of Selectmen vote to approve the application for a new Restaurant All Alcohol License for Needham Food & Beverage located at 200 First Avenue, Michael W. Gendrin, Manager, and a 2017 Common Victualler License, and to forward the approved Alcohol License application to the ABCC for approval.

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

7:12 p.m.

Appointments and Consent Agenda:

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

APPOINTMENTS:

- | | |
|---|--|
| Conservation Commission | William Murphy (term expires: 6/30/2020) |
| Council on Aging | Susan Mullaney (term expires 6/30/2020) |
| Golf Course Advisory Committee | Christopher Gerstel (term expires 6/30/2019) |
| Human Rights Committee | Daniel Rubin (term expires: 6/30/2020) |
| Needham Community Television Development Corporation | Richard Dollase (term expires: 6/30/2020) |
| Norfolk County Advisory Board | Ron Furman (term expires: 7/31/2018) |
| Traffic Management Advisory Committee | Justin McCullen (term expires: 6/30/2020) |

CONSENT AGENDA

1. Accept the following donations made to the Needham Community Revitalization Trust fund: \$50 from John Russo, \$1500 from Needham Public Library, and \$100 from The Charles River Center.
2. Accept the following donations made to the Needham Health Department's Substance Abuse Prevention & Education Program: \$1500 from Needham Bank, and \$500 from Roche Bros. Supermarkets, \$2,500 from the Beth Israel Deaconess-Needham, and \$2,025 from the Needham Knights of Columbus.
3. Accept the following donation made to the Needham Health Department's Traveling Meals Program: \$1,000 from Darshana and Sandeep Thakore, Needham residents.
4. Accept on-site donations at the Children's Theatre Series totaling \$70.50; on-site donations at the Arts in the Parks Series totaling \$270; and a \$1.00 donation from Carol Proia at an Arts in the Parks concert made to the Needham Park and Recreation Commission.
5. Accept the following donation made to the Needham Park and Recreations Commission for its Children's Theatre Series: \$250 from Denise Garlick.
6. Accept the following donated items made to the Needham Park and Recreation Commission from Needham Baseball and Softball: quick release bases for Mills Field diamond; installation of electrical switches at Mills Field building; and identification signs for diamonds at Newman School. The estimated value of the items is \$1,950.
7. Approve the addition of A Street (across from #40) to Appendix 2 of BOS-LIC-013 Take Out Food Served by Mobile Food Vendors policy.
8. Approve minutes from August 15, 2017 Board of Selectmen's meeting.
9. Approve a One Day Special Wines & Malt Beverages License for Kayla Malone, of Trip Advisor to host its Octo-Beer-Fest on September 28, 2017 from 4:00 p.m. to 7:00 p.m. The event will be held at Trip Advisor, 400 1st Avenue, Needham MA.
10. Ratify a One Day Special Wines & Malt Beverages License for Morgan Murphy, of Restaurant Associates at Trip Advisor to host a Women at Work event on September 12, 2017 from 4:30 p.m. to 7:00 p.m. The event will be held at Trip Advisor, 400 1st Avenue, Needham MA.
11. In accordance with Section 20B of the Town Charter, and upon the recommendation of the Town Manager and the Personnel Board, amend the classification and compensation plan for management employees for fiscal year 2018 by 2.5%.
12. Approve Water & Sewer Abatement Order No. 1242.
13. Approve an event date change for the Circle of Hope to hold its "Full Circle" event on the Town Common, Saturday, November 4, 2017 from 10:00 a.m. to 12:00 p.m. Prior date (which had already been approved by Board) was scheduled for September 23, 2017.
14. Approve a request for a 20(b) exemption for Police Officer Johnathan Lewis to work as an Assistant Coach for the Freshman Football Team at Needham High School.
15. Authorize the Town Manager to waive all fees associated with the pilot mobile food vendor program this fall.

16. Accept the following donation made to the Needham Health Department's Gift of Warmth Fund: \$500 from the First Baptist Church in Needham.
17. Grant permission for the following residents to hold block parties:

| Name | Address | Party Location | Party Date | Party Rain Date | Party Time |
|----------------------------------|----------------------|--|------------|-----------------|------------|
| Ratify - James Rochford | 74 Rolling Lane | Rolling Lane | 9/9/17 | 9/16/17 | 2pm-7pm |
| Jodi Williams | 48 Ardmore Rd | Ardmore / Taylor / Lakin/Grasmere Rds | 9/23/17 | 9/24/17 | 3pm-7pm |
| Lisa Madkins | 15 Bobsled Drive | Bobsled Drive | 9/16/17 | 9/17/17 | 2pm-9pm |
| Richard Myers | 78 Warren St. | Warren St between May & Great Plain | 9/17/17 | 9/24/17 | 3pm-7pm |
| Ratify - Judith Gragg | 115 Dawson Drive | Dawson Drive | 9/10/17 | 9/17/17 | 4pm-7pm |
| Randy Hammer | 89 Oxbow Road | Oxbow Road | 9/17/17 | N/A | 2:30pm-6pm |
| Maya Ron | 45 Rivard Road | Rivard Road | 9/24/17 | N/A | 4pm-8pm |
| Kara Collin | 57 Broad Meadow Road | Broad Meadow Rd | 9/23/17 | 9/24/17 | 3pm-9pm |
| Kate Deeley | 61 Kenney St | Corner of Lois Lane & Barbara Rd | 9/16/17 | 9/17/17 | 3pm-11pm |
| Dale McCarthy | 72 Stevens Rd. | Stevens Road | 9/24/17 | 10/1/17 | 4pm-7pm |
| Lori Whyte Fernandez | 19 Bradford St. | Cleveland Road | 10/15/17 | 10/22/17 | 4pm-7pm |
| Ratify -Denise Arrondo | 21 Prince St. | Prince Street | 9/8/17 | 9/9/17 | 5pm-8pm |
| Ratify - Darren Franco | 41 Shirley Road | Shirley Rd cul-de-sac <i>Switched date from 9/2/17.</i> | 9/9/17 | N/A | 4pm-10pm |
| Rhonda Silva | 7 Berkshire Rd | Berkshire Rd | 10/07/17 | N/A | 3pm-5pm |
| Jamie Scranton Pomerantz | 53 Glendoon Rd | Glendoon Road | 9/23/17 | 9/24/17 | 2pm-8pm |
| Caitlin Reisman | 80 North Hill Ave | Howe Road | 9/16/17 | 9/17/17 | 3pm-11pm |
| Jessica Rice | 56 Nichols Rd. | Beaufort Ave/Nichols Rd. | 10/22/17 | N/A | 3pm-6pm |
| Lisa Cherbuliez | 17 Lindbergh Ave | Lindbergh Ave between Tower Ave and Paul Revere Rd. | 9/16/17 | 9/17/17 | 4pm-9pm |
| Kevin Keane | 88 Lexington Ave | Burnside Rd, between Lexington & Concord | 10/21/17 | N/A | 6pm-9pm |
| Kristen Young | 130 Hoover Rd | Hoover Rd between Manning & Webster | 9/23/17 | 9/24/17 | 4pm-9pm |
| Ratify - Carolyn Buttilla | 64 Dartmouth Ave | 64 Dartmouth Ave | 9/10/17 | 9/17/17 | 4:30pm-7pm |
| Ratify - Sally Theran | 121 Grant Street | Grant Street | 9/10/17 | N/A | 4pm-8pm |
| Suzanne Francione | 22 Stonehurst Rd | Corner of Stonehurst and Richardson | 9/16/17 | N/A | 4pm-10pm |

| | | | | | |
|---------------|------------------|--------------------------------------|----------|---------|----------|
| Kim Stone | 45 Greendale Ave | Park St. between Greendale & Webster | 9/16/17 | 9/17/17 | 4pm-8pm |
| Seema Pandya | 43 Valley Road | Intervale & Peacedale | 10/28/17 | N/A | 10am-8pm |
| Elyse Slayton | 24 Fairfax Rd | 24 Fairfax Rd | 10/1/17 | N/A | 3pm-7pm |

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

Ms. Cooley noted the Board granted the Town Manager the right to waive fees associated with the pilot mobile food vendor program allowing for flexibility during the permitting process.

7:13 p.m. Hearing: Change of Manager - Bertucci's Restaurant Corporation
 Francesco Guzman, Proposed Manager appeared before the Board to discuss an application submitted by Bertucci's Restaurant Corp., 1257 Highland Avenue for a change in Manager. Mr. Guzman told the Board of his restaurant experience in both Needham and Boston. It was noted Mr. Guzman meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol.

Mr. Matthews reminded Mr. Guzman it is important for businesses who serve alcohol to follow the rules. Mr. Guzman concurred.

Motion by Mr. Handel that the Board of Selectmen approve and sign an application for a Change in Manager to Francesco Guzman for Bertucci's Restaurant Corp., 1257 Highland Avenue, Needham and to forward this application to the ABCC for approval.

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

7:15 p.m. Hearing: Change of Beneficial Interest in Liquor License - Innovative Distributing Concepts, LLC d/b/a Bin Ends

Ms. Cooley said Bin Ends is seeking the Board's approval of a Change in Beneficial Interest in its liquor license. She noted John Hafferty, owner of Bin Ends, was not in attendance and that there are no concerns with Bin Ends as it operates in Needham. Ms. Sandy Cincotta, Support Services Manager explained the change is due to one party with a beneficial share in Bin Ends who had to relinquish his interest in the license.

Motion by Mr. Bulian that the Board vote to approve the application submitted for Change in Beneficial Interest by Innovative Distributing Concepts, LLC d/b/a Bin Ends and forward the application to the Alcoholic Beverages Control Corporation for its approval.

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

7:16 p.m. Introduce New Police Officer:

John Schlittler, Chief of Police appeared before the Board to introduce newly transferred Police Officer James Wise. Chief Schlittler noted Officer Wise grew up in Needham. He commented Officer Wise enlisted in the army as a military police officer after graduating from Minuteman High School serving eight years in the military, deploying to Iraq in 2010. Officer Wise is a former patrol officer with the MBTA, and came to Needham last month. Chief Schlittler said experience, ties to Needham, and a quality recommendation from the MBTA stood out to him.

Mr. Matthews concurred with comments made by Chief Schlittler. He welcomed Officer Wise to the service of the Town. He said he wants him to succeed and that during all types of situations the police are the “face of the Town” and counted on by residents. He wished him well.

The Board congratulated Officer Wise on his appointment and welcomed him to Needham.

7:25 p.m.

Needham High School Expansion Project:

Dan Gutekanst, Superintendent of Schools, Heidi Black, School Committee, and Aaron Pressman, Vice Chair, School Committee appeared before the Board to provide background and a description of the proposed High School Expansion Project included on the Special Town Meeting Warrant.

Dr. Gutekanst discussed growing school enrollment in the district. Slides of the proposed plans were shown. Dr. Gutekanst said the project will address and meet four needs at the high school for many years to come and include classroom expansion, chiller replacement, gym A replacement, and gym storage. Dr. Gutekanst said the current cost estimate of \$14.122 million includes design funds appropriated at Town Meeting in May 2017. He summarized the project is worthwhile, realizing it must be affordable for the Town. Dr. Gutekanst discussed the timeline, saying preliminary work could begin in February with completion in August 2018.

Ms. Cooley commented it has been determined to be a better use of Town resources to manage several projects as a package, instead of only classroom expansion.

Mr. Borrelli asked if “How will the project be scaled back if funding is not secured?”

Heidi Black said scaling back would likely be to the gym A project.

Mr. Borrelli suggested a separate warrant article for gym A, commenting he looks forward to hearing about other options.

Mr. Bulian commented if funding is secured the project should be done, as it will be more expensive in the future.

Mr. Matthews said the Town is stretching to complete the project as it makes sense to get it done. He acknowledged the work already done by the PPBC, and other boards and committees.

Mr. Handel said the projects should be completed as a package, recognizing resources are a challenge, and that reducing costs are important.

Ms. Black said the School Committee agrees with the comments and appreciates the support of the Board of Selectmen.

The Board thanked Dr. Gutekanst, Ms. Black, and Mr. Pressman for the update.

7:52 p.m.

Department of Public Works:

Richard P. Merson, Director of Public Works appeared before the Board with three items to discuss:

1. Sign Amendment to Town of Needham Traffic Regulations

Mr. Merson explained the Department of Public Works received a request from the Needham Board of Selectmen asking that an amendment to the Town of Needham Traffic Regulations be adopted. He stated the amendment consists of adding to Section 5-1, General Prohibitions, the following: "n. Upon any way within five (5) feet of a driveway".

Motion by Mr. Handel that the Board vote to approve and sign the Amendment to the Town of Needham Traffic Regulations, Permit #R17-09-12, adding to Section 5-1, General Prohibitions, the following: "n. Upon any way within five (5) feet of a driveway."

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

2. Proposed 25 mph Statutory Speed Limits - Various Areas in Town

Mr. Merson explained that at the May 2017 Annual Town Meeting, the Town voted to accept the provisions of Section 193 of Chapter 218 of the Acts of 2016 - Speed Limitations. He said the Town may now create regulations to reduce speed limits in thickly settled or business districts from 30 mph to 25 mph. He said the Department of Public Works has proposed criteria and potential locations to apply a 25 mph speed limit on certain roadways, suggesting playground areas, dense business areas, Town Center, elderly housing or assembly areas, and the golf course. He noted areas that are excluded consist of locations that are statutory 20 mph School Zones, areas outside of Thickly Settled Districts, and areas that have a regulatory speed zone (white speed limit sign).

Mr. Borrelli suggested a public hearing should be held.

Ms. Cooley said after initial provisions, it is likely future recommendations will go through the TMAC.

Mr. Bulian agreed with the suggestion of a public hearing as a means to notify residents.

Mr. Matthews said while the new provisions are a good tool for the Town, he is not sure the selecting criteria should be the type used in a neighborhood. He said how a road functions may be a source of criteria, as well as particular road conditions (slopes, turns, and foot traffic).

Mr. Bulian said more thought is needed, concurring with comments made by Mr. Matthews.

Mr. Handel agreed a public hearing is important. He noted drivers are increasingly distracted, and navigation tools bring cars through neighborhoods which has a major impact on public policy.

Mr. Borrelli agreed with comments made by Mr. Matthew, and suggested targeting certain areas.

3. DPW Central Avenue Storage Facility Update

Ms. Fitzpatrick stated the consultant for the project continues to refine the recommendation of locating the DPW facility at 470 Dedham Avenue, knowing there will be a lack of storage at the site. She said the plan is to locate a storage facility on Central Avenue near the Transfer Station, commenting Weston and Sampson have done a meticulous job detailing fleet information to determine off season storage. Ms. Fitzpatrick said the Town is contemplating recommending the facility in the FY2019 capital plan given the fact construction of 470 Dedham Avenue is scheduled in the later half of the next 10 years. She said an area east of the Transfer Station has been identified as the location for a storage facility.

Mr. Merson discussed topography of the proposed location of the storage facility.

Updated information containing a list of equipment, conceptual plans, and next steps dated August 21, 2017 was provided by the PPBC.

Mr. Borrelli clarified the size and location of the facility is known, with layout of the facility currently being developed.

Ms. Fitzpatrick said a presentation will be made to the Finance Committee.

The Board thanked Ms. Fitzpatrick and Mr. Merson for the update.

8:12 p.m.

Town Manager:

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

1. Budget Consultation

Kate Fitzpatrick, Town Manager and Dave Davison, Assistant Town Manager/Finance provided the Board with an overview of the five year, pro forma budget analysis for fiscal years 2019-2023. Mr. Davison presented the Selectmen with the "Town of Needham General Fund Revenue and Expense FY2019-FY2023 Pro Forma" dated September 12, 2017. He said the Pro Forma is similar to previous years. He said operating and program costs are a focus in this Pro Forma, noting continued inclusion of anticipated cost increases resulting from capital projects.

Mr. Davison commented revenues total approximately \$157 million in available revenues for FY2019 compared with estimated expenditures of approximately \$161 million. He said the gap is approximately \$3.3 million, noting the gap is refined over time based on local receipts, state aid, and new growth. He said the gap is consistent with previous years. He emphasized the revenue forecast is closer to anticipated revenue than in previous years, noting revenue growth has been much higher in the last few years and will continue to be strong due to development in Needham Crossing. Mr. Davison also commented on state aid, noting assumptions are the same as last year and will decline by 1% per year, with the exception of Chapter 70 aid and Unrestricted Governmental aid. Mr. Davison commented on local receipts assuming the 3% growth rate will remain the same. Mr. Davison commented on increasing interest income, excise tax revenue, hotel/motel room excise, charges for service from a second full time ambulance at Station 2, and Park and Recreation receipts directly related to the reopening of Rosemary Pool. He said the forecast for Medicaid reimbursements is pessimistic due to healthcare reform, with an anticipated 20% decrease in revenue for the next several years. Mr. Davison commented on Free Cash saying for FY2019, the 2% calculation would be based on the FY2017 budget. He noted expenditures including salary and wages, commenting the inflation rate has been trending downward. He said he therefore assumes expenses will grow at a lesser rate than was assumed last year at this time, noting a few exceptions including energy costs, which have been positive for the last 12-36 months. He said electricity is trending upward at a manageable rate. Mr. Davison said allocations for gasoline have been declining and it is anticipated the trend will reverse itself for FY2019. He commented on the cost for repairs and maintenance, professional technical services including SPED tuition, which represents 30% of total spending. Mr. Davison said Facility Focused Changes are also incorporated into the Town and School departmental budgets, costs of new facilities coming "on line" such as Rosemary Pool Complex, Memorial Park building, High School expansion, the Williams Elementary School, DPW Storage Facility, Fire Station #2, and the Public Safety Complex, all of which are planned for the next five years. He said there would also be increased insurance costs for the facilities and higher energy costs that have been factored in to the presented figures. Mr. Davison commented on the challenges of demand for services and the Debt Stabilization Fund, which will have a recurring amount of money that is not already committed to operating expenses to address full day kindergarten (FY2020) and four additional paramedics (FY2020). He said four additional police officers, an additional trades person, custodian, a contract manager, additional IT and technical support are also factored into the budget. Mr. Davison said the Town was awarded a grant by the Commonwealth to consider overall IT

operations and use of outside services. Lastly, he commented on the appropriation by Town Meeting to study best practices and building maintenance. Mr. Davison said the component of the budget driving the gap is town-wide expenses, particularly healthcare costs coupled with the increase in retirement assessment. He commented the Town Manager is aware and contemplating ways for mitigation, a major hurdle.

Ms. Cooley asked for questions from the Board.

Mr. Borrelli thanked Mr. Davison for his work, noting Needham continues to grow. He asked whether town-wide expenses factor in future Town employees? Mr. Davison said the figures are all inclusive, and numbers folks should rely on when recommending funding of a capital project.

The Board thanked Mr. Davison for the presentation.

2. Town Meeting Preparation

Ms. Fitzpatrick said an article previously labeled Article 11 (funding of a replacement vehicle) was removed from the warrant after discussion with the Finance Committee who recommend handling replacement through a Reserve Fund Transfer. She also commented the Planning Board requested swapping the Map Change to the Center Business District article with the FAR article. She asked the Board vote to approve the changes.

The Board took positions on articles contained in the October 2, 2017 Special Town Meeting Warrant:

Motion by Mr. Matthews that the Board vote to support Article 1 - Fund Collective Bargaining Agreement - DPW/NIPEA in the Special Town Meeting Warrant.

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

Motion by Mr. Handel that the Board vote to support Article 2 - Amend the FY2018 Operating Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Handel that the Board vote to support Article 3 - Amend the FY2018 RTS Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Bulian that the Board vote to support Article 4 - Amend the FY2018 Sewer Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Handel that the Board vote to support Article 5 - Amend the FY2018 Water Enterprise Fund Budget in the Special Town Meeting Warrant.

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

Motion by Mr. Bulian that the Board vote to support Article 6 - Rescind Debt Authorization in the Special Town Meeting Warrant.

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

Article 7 - Authorization for Acquisition of Real Property - Defer

Article 8 - Amend Zoning By-Law - Map Change to Center Business District - Defer

Article 9 - Amend Zoning By-Law - Floor Area Ratio and Lot Coverage Requirement for a Municipal Building or Structure in the General Residence District - Defer

Motion by Mr. Matthews that the Board vote to support Article 10 - Appropriate for Public Safety Building & Fire Station #2 Design in the Special Town Meeting Warrant.

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

Article 11 - Appropriate for High School Expansion Construction - Defer

Motion by Mr. Handel that the Board vote to support Article 12 - Extinguish Sewer and Drain Easement/Brookside Road in the Special Town Meeting Warrant.

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

Motion by Mr. Bulian that the Board vote to support Article 13 - Accept Grant of Access Easement/Cartwright Road in the Special Town Meeting Warrant.

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

Motion by Mr. Bulian that the Board vote to support Article 14 - Extinguish a Portion of Drainage Easement/Nichols Road in the Special Town Meeting Warrant.

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

Ms. Cooley asked for a motion to approve the order and reduction of articles in the Special Town Meeting Warrant.

Motion by Mr. Handel that the Board vote to support the order and reduction of the number of articles in the Special Town Meeting Warrant dated October 2, 2017.

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

3. Town Manager Update

Ms. Fitzpatrick reported Weston and Sampson won an award from the American Sports Builders Association for the new natural turf fields at the Newman Elementary School.

Ms. Fitzpatrick also reported a \$50,000 trails grant for the Reservoir Trail was awarded, and is the second grant received by the Town in the last several years. She said the Board's input in naming the new trail will be sought in the near future.

8:58 p.m. Board Discussion:

1. Public Safety Reconstruction Project and Debt Exclusion Options

Ms. Cooley said the Board of Selectmen discussed a possible debt exclusion for the Public Safety Reconstruction Project, in the April 2018 timeframe. She said there was concern of risking not getting the project on the November ballot. She noted the November ballot may have extra questions and may be confusing, with thinking the item may be closed out from the ballot. She commented after further investigation, it was determined the item will not be closed out from the November ballot and is an option. She said the sentiment of the Board of Selectmen is the Town would be better served with a broader population voting in November 2018. She asked for Board comment.

Mr. Bulian said the reality is turn out for the April election is generally not good. He said an election in November 2018 should produce an 80% turnout, judging from past elections. He said a large turnout is necessary for a project this size.

Mr. Handel said the more time to make the case to the public for both projects, the better it will be. He said the projects ultimately affect the welfare and safety of the entire Town, agreeing the November 2018 election is prudent.

Mr. Borrelli concurred.

Mr. Matthews agreed with comments made by the Board.

2. Committee Reports

No Committee Reports were made.

9:03 p.m. Executive Session (Exception 3):

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

Exception 3 - To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Not to return to open session prior to adjournment.

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

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

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

Note: The meeting adjourned at 9:30 p.m.

e-mailed 9/21/17

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

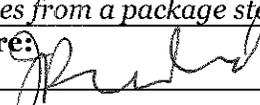
(Please complete and attach event flyer or other information.)

| | | | |
|--|--|--|--|
| Event Manager Name (Name that will appear on license) | Nancy Berger | | |
| Event Manager Address | 1062 Webster Street, Needham MA 02492 | | |
| Event Manager Phone Number | 781-449-4601 OR 617-733-7015 | | |
| Organization Representing (if applicable) | NHS Friends of Music, Inc | | |
| 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 checked="" type="checkbox"/> Proof of non-profit status is attached Form of Proof: <u>Exemption Certificate</u> | | |
| Name of Event | NHS Friends of Music kick-off → | | |
| Date of Event | October 18, 2017 | | |
| License is for Sale of: | Wine only will be served, not sold | | |
| | <input checked="" type="checkbox"/> Wines & Malt Beverages Only | | |
| | <input type="checkbox"/> All Alcoholic Beverages (for non-profit groups only) | | |
| Requested Time for Liquor License | FROM: 5:00 pm | TO: 7:30 pm | |
| 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? | 30 | | |
| Name & address of event location. Please attach proof of permission to use this facility. | Needham Historical Society, 1147 Central Ave, Needham MA 02492 | | |
| Who will be serving the alcohol to your guests? | A TIPS certified person, we are looking for a person who already has the certification, but if we don't find one, I will get the certification prior to the event. | | |
| 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). | Certificate will be provided prior to event | | |
| Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan. | Wine will be served at a table in the "school house" of the historical society. The table will be monitored by the TIPS certified person | | |
| <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: | Nancy Luru Berger | | Date: 9/21/17 |

the event. We will provide the proof of certification

This is an adult-only event for parents of Needham High School students who participate in the music and performing arts programs at Needham High School. Invitation will be via email and word of mouth. We do not have a flyer. Light refreshments, non-alcoholic beverages and wine will be provided.

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

| | | | |
|--|--|--|-----------------------------|
| Event Manager Name (Name that will appear on license) | Julie Richmond | | |
| Event Manager Address | 863 Great Plain Ave Needham, MA 02492 | | |
| Event Manager Phone Number | 781-465-2589 (D) 781-367-5138 (E) | | |
| Organization Representing (if applicable) | Charles River YMCA | | |
| Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status. | <input checked="" type="checkbox"/> Non-profit | <input type="checkbox"/> For profit | |
| | <input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____ | | |
| Name of Event | Charles River Giving Gala | | |
| Date of Event | Oct. 14, 2017 | | |
| 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: | 6 PM | TO: 11 PM |
| Are tickets being sold in advance for this event? | <input checked="" type="checkbox"/> YES | \$ 125/per ticket | <input type="checkbox"/> NO |
| Is there an admission fee for this event? | <input checked="" type="checkbox"/> YES | \$ 125/per ticket | <input type="checkbox"/> NO |
| Are you using dues collected to purchase alcohol for this event? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO | |
| How many people are you expecting at this event? | 240 | | |
| Name & address of event location. Please attach proof of permission to use this facility. | 1471 Highland Ave Needham Powers Hall | | |
| Who will be serving the alcohol to your guests? | bartender with caterer - LaMorra & Heritage of Shorborn | | |
| Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate). | | | |
| Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan. Served 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: |  | | Date: 9/15/17 |

