

BOARD OF SELECTMEN
January 9, 2018
Needham Town Hall
Revised Agenda

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

	6:00	Executive Session – Exception 3: Eversource Litigation Exception 6: Acquisition of real property
	6:45	Informal Meeting with Citizens <i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen’s Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i>
1.	7:00	Hearing – Change of Manager – Needham Cabot Concessions <ul style="list-style-type: none"> • Jerold Winston, Proposed Manager
2.	7:00	Public Hearing – Change of Beneficial Interest - Needham Cabot Concessions <ul style="list-style-type: none"> • Andrew Upton, Attorney
3.	7:00	Public Hearing – Change of Beneficial Interest – Great Plain Hospitality <ul style="list-style-type: none"> • Francesco Melandri, Owner
4.	7:00	Introduce Director of Building Maintenance <ul style="list-style-type: none"> • Rick Merson, Director of DPW • Barry Dulong
5.	7:30	Industrial/Highway Commercial Public Hearing
6.	8:30	Town Manager <ul style="list-style-type: none"> • Board Goal Update • MMA Annual Meeting Resolutions • Open Annual Town Meeting Warrant • DEP Water Management Act Permit • Eversource Reliability Project – Notice of Intent • Town Manager’s Report
7.	9:00	Board Discussion <ul style="list-style-type: none"> • Committee Reports

APPOINTMENTS

	None	
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CONSENT AGENDA *=Backup attached

1.	Accept the following donation made to the Needham Community Revitalization Trust Fund: \$150 from Timothy Kickham.
2.*	Upon the recommendation of the Assistant Town Manager/Director of Finance, change the mileage reimbursement rate from 53.5 cents to 54.5 cents per mile consistent with the rate determined by the IRS.
3.*	Approve Minutes of December 8, 2017 (Open Session) and December 19, 2017 (Open Session); and November 14, 2017 (Executive Session).
4.*	Approve a 2018 Sunday Entertainment License for SAI Restaurant, Inc. d/b/a Masala Art located at 990 Great Plain Avenue, Needham.
5.	Accept the following donations made to the Needham Public Health Department's Gift of Warmth Program: \$500 from MP & JS Cruickshank of Needham; \$6,000 from the Needham Community Council; \$1,000 from the Congregational Church of Needham; \$900 from Christ Episcopal Church Needham; and \$200 from Mary Clare McEnergy Siegel of Needham.
6.*	Water & Sewer Abatement, Order #1249

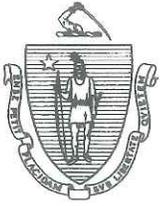


**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 1/9/2018

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

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



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

AMENDEMENT APPLICATION FOR A CHANGE OF MANAGER

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

1. NAME OF LICENSEE (Business Contact)

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

2. APPLICATION CONTACT

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

First Name: Middle: Last Name:

Title: Primary Phone:

Email:

3. BUSINESS CONTACT

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

Entity Name:

Primary Phone: Fax Number:

Alternative Phone: Email:

Business Address (Corporate Headquarters)

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

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

Street Number: Street Name:

City/Town: State:

Zip Code: Country:

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

4. MANAGER CONTACT

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

Salutation First Name Middle Name Last Name Suffix

Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Place of Employment

Alternative Phone: Fax Number

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? Yes No

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

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

If yes, percentage of interest

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

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

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

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

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

Employment Information of Proposed Manager

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

Date(s)	Position	Employer	Address	Phone
2004-2009	Director of Events	Marriott International	275 Tremont street	
2010-2012	F&B Manager	Colwen	28 Patriot Place	
2013- 2017	F&B Manager	TPG	2345 commonwealth Ave	617 969 1000
2017 - present	F&B Manager	Waterton	100 Cabot street	781 444 1110

Prior Disciplinary Action of Proposed Manager

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

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

APPLICANT'S STATEMENT

I, Jerold Winston the: sole proprietor; partner; corporate principal; LLC/LLP member
Authorized Signatory

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

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

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

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

Signature:

Jerold Winston

Date:

12/14/2017

Title:

F&B manager

NEEDHAM CABOT CONCESSIONS, L.L.C.

January 4, 2018

The Licensing Board of
The Town of Needham

Re: The Sheraton Needham
2018 License Alcoholic Beverages
License Number 0001-HT-0770

To Whom It May Concern:

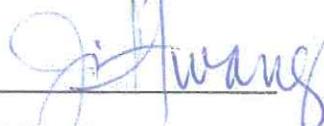
This will serve as confirmation that the substitution of Jerold I. Winston for Justin R. Purbeck as Manager on the 2018 License Alcoholic Beverages is approved.

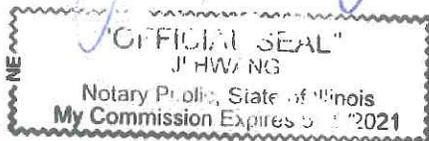
Sincerely,



Authorized Representative
Needham Cabot Concessions, L.L.C.
d/b/a The Sheraton Needham

Sworn to and subscribed
before me this 4th day
of January, 2018

X 



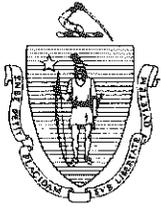


Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 1/09/2018

Agenda Item	Change of Beneficial Interest – Needham Cabot Concessions LLC
Presenter(s)	Andrew Upton, Attorney

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Mr. Upton has submitted, on behalf of Needham Cabot Concessions LLC operating in the Needham Sheraton, 100 Cabot Street, an amendment application for a Change in Beneficiary of its liquor license. Our review indicates that all paperwork is in order and this transaction has been advertised in the December 14, 2017 Needham Times.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	Suggested Motion: <i>Move that the Board of Selectmen approve and sign an amendment application for a Change in Beneficiary for Needham Cabot Concessions, LLC, 100 Cabot Street, Needham and to forward this application to the ABCC for approval.</i>
3.	BACK UP INFORMATION ATTACHED
	<ol style="list-style-type: none">1. Amendment Application for a Change of Beneficiary2. Beneficial Interest Form3. Vote of the Corporate Board4. Notice of Advertisement <p>All other documents related to these transactions are on file in the Town Manager's Office.</p>



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

**AMENDMENT APPLICATION FOR A CHANGE OF 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
Mark Zettl	Member	50%	None
Nir Liebling	Member	50%	None

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 license'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
Alisha Kalous	Member	50%	None
Nir Liebling	Member	50%	None

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
- 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. 50%

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
N/A	

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
Computer Drive Concessions	Inn/Hotel	00002-HT-1438	5400 Westborough, MA 01581
Ultima Marlborough	Inn/Hotel	00022-HT-0662	75 Felton Street, Marlborough, MA 01752

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
N/A			

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
N/A				

**VOTE
FOR CHANGE OF BENEFICIAL INTEREST**

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

Needham Cabot Concessions, LLC

It was voted to apply to the Local Licensing Authorities and the Commonwealth of Massachusetts for a Change of Beneficial Interest as detailed on Attachment A. It was further voted to authorize Attorney Andrew Upton to execute any forms or documents reasonably necessary to complete said application at this location.

[signature page follows]

The foregoing statement is made under penalty of perjury on 10/27, 2017.

BY: 
TITLE: LEC Member

Attachment A
Change of Beneficial Interest
Transaction Summary

LLC Member Mark Zettl is leaving the Company and will transfer his 50% share of the LLC to new LLC Member Alisha Kalous.

The remaining 50% of the LLC will continue to be held by Nir Liebling.

ASSIGNMENT & ASSUMPTION OF MEMBERSHIP INTEREST

(_____)

For valuable consideration, receipt of which is hereby acknowledged, MARK ZETTL, an individual ("Assignor") hereby assigns and transfers one hundred percent (100%) (the "Membership Interest") of his fifty percent (50%) membership interest in NEEDHAM CABOT COMMUNITY, LLC, a Delaware limited liability company (the "Company") to ALISHA KALOUS, an individual ("Assignee"), effective as of October 24, 2017 (the "Effective Date").

Dated: October 24, 2017

Assignor:



Mark Zettl

ACCEPTED:

Assignee hereby accepts the above assignment of the Membership Interest from Assignor as of the Effective Date and hereby accepts, adopts and agrees to be bound by the provisions of the Limited Liability Company Operating Agreement of NEEDHAM CABOT COMMUNITY, LLC dated 10/24/17.

Dated: October 24, 2017

Assignee:



Alisha Kalous



GateHouse Media New England

Community Newspaper Co. – Legal Advertising Proof

254 Second Ave, Needham, MA 02494 | 800-624-7355
phone | 781-433-7951 fax

Order Number: CN13641328

Salesperson: Mary Joyce Waite

Andrew Upton
DiNicola, Seligson & Upton
185 Devonshire Street
Suite 902
Boston, MA 02110

Title:	Needham Times	Class:	Legals
Start date:	12/14/2017	Stop date:	
	12/14/2017		
Insertions:	1	#Lines:	30 ag
Price:	\$53.89		

Payment Information

Receipt#
Pmt. Type: PaymentTech Visa
CC. Number: CC. Exp.:
Invoice Total: \$53.89
 100 CABOT ST.

LEGAL NOTICE
 PUBLIC HEARING
 NEEDHAM CABOT CONCESSIONS, LLC
 – 100 Cabot Street

Change of Beneficial Interest

A public hearing will be held on Tuesday, January 9, 2018 in Needham Town Hall, 1471 Highland Avenue, Needham, MA 02492 at 7:00 p.m. under the provisions of Chapter 138, Section 12 of the M.G.L. on the amendment application of Needham Cabot Concessions, LLC for a change of beneficiary in its liquor license. Needham Cabot Concessions is located in the Sheraton Needham Hotel operates at 100 Cabot Street.

The Board of Selectmen invites all residents and interested parties to provide input at this meeting. Public comments may also be directed to the Board of Selectmen, c/o Needham Town Hall, 1471 Highland Avenue, Needham, MA or selectmen@needhamma.gov.

Board of Selectmen
Licensing Board for the Town of Needham

AD#13641328
Needham Times 12/14/17



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

MEETING DATE: 09/26/2017 UPDATE: 1/9/2018

Agenda Item	Public Hearing – Great Plain Hospitality, LLC d/b/a L & K Change of Beneficial Interest in a Liquor License
Presenter(s)	Francesco Melandri, Owner

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>Great Plain Hospitality appeared before the Board on September 26, 2017 seeking approval for a Change in Beneficial Interest in its liquor license. The Board voted unanimously in its approval and the amendment application was forwarded to the ABCC for its approval. It was discovered that a public advertisement of this transaction had not been placed before the 9/26/17 hearing. The ABCC requires proof of this advertisement before it will approve the amendment application. The transaction was noticed in the 12/28/17 edition of the Boston Globe. Mr. Melandri appears only to answer any additional questions you may have or hear any concerns from the public notice.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
<p style="text-align: center;"><i>Suggested Motion: That the Board ratify its vote of September 26, 2017: That the Board vote to approve the application submitted for Change in Beneficial Interest by Great Plain Hospitality, LLC, LLC d/b/a L & K and forward application to the Alcoholic Beverages Control Corporation for its approval.</i></p>	
3.	BACK UP INFORMATION ATTACHED
<p style="text-align: center;">Notice of Advertisement in December 28, 2017 Boston Globe.</p>	

LEGAL NOTICE

PUBLIC HEARING

**GREAT PLAIN HOSPITALITY
– 30 Dedham Avenue**

Change of Beneficial Interest

A public hearing will be held on Tuesday, January 9, 2018 in Needham Town Hall, 1471 Highland Avenue, Needham, MA 02492 at 7:00 p.m. under the provisions of Chapter 138, Section 12 of the M.G.L. on the amendment application of Great Plain Hospitality for a change of beneficiary in its liquor license. Great Plain Hospitality is located at 30 Dedham Avenue.

The Board of Selectmen invites all residents and interested parties to provide input at this meeting. Public comments may also be directed to the Board of Selectmen, c/o Needham Town Hall, 1471 Highland Avenue, Needham, MA or selectmen@needhamma.gov.

Board of Selectmen
Licensing Board for the Town of Needham

Boston Globe, December 28, 2017

Medical device tax opponents hoping to ease its effects

► **STAT**
Continued from Page B11

blow to the medical device industry, which has for years fixated on its repeal, forgoing lobbying on almost any other issue. Medical device groups, for example — unlike nearly every other health care industry group, including hospitals, doctors, and insurers — supported the GOP's failed attempts to repeal the ACA largely because the measures included a repeal of the excise tax.

The tax, passed as part of Obamacare, took effect in 2013. Congress later suspended it for two years, beginning in 2016, but that suspension ends in less than two weeks.

Lawmakers "have failed to address a punitive tax that singles out the American medical technology industry, threatening jobs in the US and future innovations for patients, and washing away the benefits of tax reform for our companies," AdvaMed CEO Scott Whitaker wrote in a letter to President Trump this week.

Representative Erik Paulsen, Republican of Minnesota, a longtime opponent of the tax, said Thursday he had gotten a commitment from leadership to include the tax delay on some other legislative effort in January, suggesting it might be paired with the reauthorization of certain Medicare programs or a deal to lift caps on domestic and foreign spending.

"The reality is, this issue is so bipartisan, I can't see it not happening. I feel optimistic, I just wish we'd have it done before the first of the year, but we're doing whatever we can," he told STAT late Thursday.

A spokesman for Senate Finance Committee chairman Orrin Hatch of Utah, whose panel has jurisdiction over the tax in that chamber, said Hatch "will continue to work with members to find a viable path forward and mitigate the adverse impact of these erroneous taxes taking effect in the New Year." Neither House Speaker Paul Ryan of Wisconsin nor Senate majority leader Mitch McConnell of Kentucky commented on their commitment to delaying the tax in 2018.

Now, the industry's lobbyists in Washington are hoping to mitigate the impact of the tax taking effect. They're warning that companies aren't ready to comply with the bimonthly payments they have to make, starting in mid-January, in many cases because their accounting or reporting systems aren't yet up to date. AdvaMed suggested in its letter to Trump that compliance could cost companies millions.

Paulsen also said his staff is working with the Treasury Department to encourage them to waive the penalties for companies that don't perfectly comply, at least for the first nine months of the year. Treasury did something similar when the tax first went into effect in 2013 to give companies more time to get up to date.

One lobbyist suggested a handful of other lawmakers had had similar conversations with Treasury to give more flexibility wherever possible, he said. "They've got the ability to one, waive penalties. We want to make sure that the companies don't have to go through the collections process."

Paulsen is also pushing Treasury to potentially go further to limit the taxes companies would have to set aside at the start of the year, in hopes Congress could act to delay the tax retroactively, he said.

Already the tax, which was originally passed as a way to offset the costs of Obamacare, has been delayed once with bipartisan support. Several votes to repeal the tax permanently have earned bipartisan and majority support.

Medical device companies say the tax is a job killer. Suspending the tax, they say, will let companies increase hiring and spur more research.

"Medical technology innovators have already made difficult decisions to address its possible return," the Medical Device Manufacturers Association wrote in a summary document this year. "The damage this destructive policy caused is clear, with the Department of Commerce noting that the industry lost 28,000 jobs during the time that the medical device tax was in place."



ZACH GIBSON/GETTY IMAGES (BELOW); AL GORDON/THE STATE JOURNAL VIA ASSOCIATED PRESS/FILE

The 2.3 percent excise tax has drawn fierce opposition from lobbyists and manufacturer groups, who have petitioned Congress for a full repeal of the Affordable Care Act in order to get rid of the medical device tax.

By wire and in execution of the Power of Sale contained in a certain mortgage given by Karen S. Storing and Phillip J. Storing to Philip J. Storing, Jr. as Mortgagee, recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, as affected by a confirmatory mortgage recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, the mortgagee in the above-mentioned mortgage has the honor to inform the mortgagor of the expiration of the term of the mortgage and of the purpose of foreclosure. The same will be sold at public auction commencing at 10 A.M. on the 23rd day of January, 2018, at the premises described in the mortgage, to wit:

226 Centre Street, Boston, Massachusetts.

A certain parcel of land in the city of Boston, Suffolk County, Massachusetts, called "Lot 100," situate, lying and being in the City of Boston, County of Suffolk, State of Massachusetts, containing 0.1000 acre of land, more or less, as shown on the plan of the same, recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, as affected by a confirmatory mortgage recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, the mortgagee in the above-mentioned mortgage has the honor to inform the mortgagor of the expiration of the term of the mortgage and of the purpose of foreclosure. The same will be sold at public auction commencing at 10 A.M. on the 23rd day of January, 2018, at the premises described in the mortgage, to wit:

226 Centre Street, Boston, Massachusetts.

A certain parcel of land in the city of Boston, Suffolk County, Massachusetts, called "Lot 100," situate, lying and being in the City of Boston, County of Suffolk, State of Massachusetts, containing 0.1000 acre of land, more or less, as shown on the plan of the same, recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, as affected by a confirmatory mortgage recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, the mortgagee in the above-mentioned mortgage has the honor to inform the mortgagor of the expiration of the term of the mortgage and of the purpose of foreclosure. The same will be sold at public auction commencing at 10 A.M. on the 23rd day of January, 2018, at the premises described in the mortgage, to wit:

226 Centre Street, Boston, Massachusetts.

Client Name: **Town Of Needham**
Advertiser: **Business/015/NZ**
Section/Page/Zone: **Public Hearing Great Plain Hospital**
Description: **Public Hearing Great Plain Hospital**

Ad Number: **305894**
Insertion Number: **1.07 x 2.39**
Size: **B&W**
Color Type: **B&W**

The Boston Globe

Publication Date: **1/2/28/2017**

This E-Sheet is provided as conclusive evidence that the ad appeared in the Boston Globe on the date and page indicated. You may not create derivative works, or in any way exploit or repurpose any content.

LEGAL NOTICES **LEGAL NOTICES**

NOTICE OF SINKING FUND REDEMPTION TO THE HOLDERS OF THE Commonwealth of Massachusetts General Obligation Federally Assisted Housing Bonds
Dated: February 1, 1983

NOTICE IS HEREBY GIVEN that, pursuant to the applicable provisions of the governing documents of the abovesaid bonds (the "Bonds"), the redemption of the Bonds will be redeemed on February 1, 2018, at the referenced Redemption Price. As of February 1, 2018, the Compound Accrued Value of each Bond shall be fixed.

The following Bonds will be redeemed and paid upon presentation to the office above below:

*CISIP Number: 5759244E7, Zero Percent Term Bonds Due February 1, 2022
Redemption Price: 100% of Compound Accrued Value (\$3,714% of the face amount)

Bond Number	Face	Compound Accrued Value	Bond Number	Face	Compound Accrued Value
1	\$3,000.00	\$ 3,182.70	2111	\$1,100,000.00	\$753,451.00
2031	15,000.00	9,562.10	2112	950,000.00	588,098.20
2046	15,000.00	9,365.10	2115	10,000.00	6,377.40
2054	10,000.00	6,377.40	2116	5,000.00	3,188.70
2098	5,000.00	3,188.70	2117	5,000.00	3,188.70
2082	5,000.00	3,188.70	2118	10,000.00	6,377.40
2083	10,000.00	6,377.40	2119	5,000.00	3,188.70
2084	5,000.00	3,188.70	2120	10,000.00	6,377.40
2085	5,000.00	3,188.70	2122	5,000.00	3,188.70
2086	5,000.00	3,188.70	2123	5,000.00	3,188.70
2086	5,000.00	3,188.70	2127	5,000.00	3,188.70
2102	5,000.00	3,188.70	2128	5,000.00	3,188.70
2109	722,000.00	458,172.50	2129	10,000.00	6,377.40
2110	1,080,000.00	676,044.00	2131	10,000.00	6,377.40

Registered Bondholders should be contacted unless payment is to be made other than to the registered holder, in which case Bonds must be accompanied by proper instruments of assignment duly executed. Payment of the Redemption Price on Registered Bonds to be redeemed will be made upon presentation and surrender of said Bonds on or after February 1, 2018, at the office of the Treasurer and Receiver-General at the following address:

Office of the Treasurer and Receiver-General
Bond Department
3 Center Plaza, Suite 430
Boston, MA 02108
Customer Service Telephone: Number 617-367-3900 ext. 502

THE COMMONWEALTH OF MASSACHUSETTS
By: Treasurer and Receiver-General, ex Officio

Upon attendance of a bond to be partially redeemed, it will be cancelled and a new bond equal to the face amount of the unredeemed portion will be issued.

Dated: December 28, 2017

Bondholders are advised that the Commonwealth may be required to withhold 28% of the Redemption Price payable to bondholders who have not furnished the Commonwealth with their identification numbers. Accordingly, each bondholder who has not already done so is urged to forward an executed Form W-9 with their bond in order to receive their full payment.

The CISIP number is to be used only for the convenience of the bondholders. The Commonwealth shall not be responsible for the selection of the rate of the CISIP number, nor any representation made as to their correctness or the securities or as indicated in any registration.

LEGAL NOTICE
NOTICE OF SALE OF REAL ESTATE

By virtue of and in execution of the Power of Sale contained in a certain mortgage given by Karen S. Storing and Phillip J. Storing to Philip J. Storing, Jr. as Mortgagee, recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, as affected by a confirmatory mortgage recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, the mortgagee in the above-mentioned mortgage has the honor to inform the mortgagor of the expiration of the term of the mortgage and of the purpose of foreclosure. The same will be sold at public auction commencing at 10 A.M. on the 23rd day of January, 2018, at the premises described in the mortgage, to wit:

226 Centre Street, Boston, Massachusetts.

A certain parcel of land in the city of Boston, Suffolk County, Massachusetts, called "Lot 100," situate, lying and being in the City of Boston, County of Suffolk, State of Massachusetts, containing 0.1000 acre of land, more or less, as shown on the plan of the same, recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, as affected by a confirmatory mortgage recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, the mortgagee in the above-mentioned mortgage has the honor to inform the mortgagor of the expiration of the term of the mortgage and of the purpose of foreclosure. The same will be sold at public auction commencing at 10 A.M. on the 23rd day of January, 2018, at the premises described in the mortgage, to wit:

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226 Centre Street, Boston, Massachusetts.

LEGAL NOTICE
NOTICE OF MORTGAGEE'S SALE OF REAL ESTATE

By wire and in execution of the Power of Sale contained in a certain mortgage given by Karen S. Storing and Phillip J. Storing to Philip J. Storing, Jr. as Mortgagee, recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, as affected by a confirmatory mortgage recorded with the Suffolk County Registry of Deeds in Book 4326, Page 117, the mortgagee in the above-mentioned mortgage has the honor to inform the mortgagor of the expiration of the term of the mortgage and of the purpose of foreclosure. The same will be sold at public auction commencing at 10 A.M. on the 23rd day of January, 2018, at the premises described in the mortgage, to wit:

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226 Centre Street, Boston, Massachusetts.

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

MEETING DATE: 01/09/2018

Agenda Item	Introduction of Director of Building Maintenance
Presenter(s)	Rick Merson, Director of DPW

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Mr. Merson will introduce the Town's new Director of Building Maintenance Barry Dulong.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
3.	BACK UP INFORMATION ATTACHED
	a. Resume for Barry Dulong



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

MEETING DATE: 1/9/2018

Agenda Item	Industrial/Highway Commercial Public Hearing
Presenter(s)	Jack Cogswell, Chair, Council of Economic Advisors Devra Bailin, Director of Economic Development

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Mr. Cogswell and Ms. Bailin will outline the Council of Economic Advisors' recommendation for zoning changes in Industrial Districts along the Route 128 Right of Way.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	Discussion only.
3.	BACK UP INFORMATION ATTACHED
	a. Notice of Public Hearing b. Locus Map



TOWN OF NEEDHAM
TOWN HALL
Needham, MA 02492-2669

Office of the
BOARD OF SELECTMEN

TEL: (781) 455-7500

FAX: (781) 449-4569

TDD: (781) 455-7558

REVISED

**Public Hearing on Proposed Zoning Changes: Area Bounded by
Highland Avenue, Gould and Ellis Streets, and Route 128/95**

The Board of Selectmen will hold a public hearing on **Tuesday, January 9, 2018, at 7:30 p.m.** in **Powers Hall at Needham Town Hall**, 1471 Highland Avenue, Needham, to consider potential zoning revisions for current industrial zones in the **area bounded by Highland Avenue, Gould and Ellis Streets, and the Route 128/95 Right-of-Way**. The Board seeks this input in order to make a decision as to whether to refer the proposal to the Planning Board for its consideration.

The Board has received recommendations from the Town's Council of Economic Advisors (CEA) which, if implemented, would substantially increase the height and density of allowed development in those areas. The purpose of these revisions would be to increase the economic potential and encourage additional development of these business-zoned areas proximate to Route 128.

A map showing the area under discussion is included in this notice. A summary of the CEA's study and recommendations is below. Additional information and exhibits are posted on the Town's website at www.needhamma.gov/zoning.

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

Council of Economic Advisors Process and Recommendations

The CEA began undertaking a review of the Industrial 1 Zoning District (the area bounded by Highland Avenue, Gould Street, Ellis and Crawford Streets and Route 128) and Industrial Zoning Districts on Reservoir Street (the areas bounded by Reservoir Street/Route 128, MBTA railroad, the Charles River and in about 100' off Central Avenue) in 2012. During the CEA's preliminary outreach in 2014 to businesses, residents, and landowners in the areas, it discussed general ideas around rezoning, revised some of the proposals in response to residents' concerns, and provided a detailed build-out analysis, traffic impact report, and elevation drawings to better understand the visual impacts of development.

The goal of the CEA is to create a visible presence along 128 in order to increase the economic viability of the area and promote development. These areas have the potential to be highly productive economically, but have not seen any redevelopment due to the existing zoning scheme. For that reason, the CEA has recommended upgrading the zoning adjacent to Route 128 to make it more economically competitive, while respecting the concerns of the adjacent residential neighborhoods and existing businesses and owners.

Because of the varying nature of topography, location, access/egress to/from the Route 128/I95 interchanges, proximity to residential neighbors, and adjacent zoning, the CEA has recommended the creation of three separate Highway Commercial zones with different dimensional and use zoning. It has also recommended that the highway layout itself, which is presently zoned Single Residence B or Single Residence A, be neutralized so that it no longer contains any zoning designation, regulation, or requirements. Properties abutting the layout would be governed solely by the zone they are in. The recommendation is as follows:

Highway Commercial 1 would be comprised of the area along Gould Street between Highland Avenue and the railroad tracks, across the street from the existing Elder Services District which already allows four stories. The proposal is to increase the height along the Highway (five to six stories or 70' or up to 84' with a special permit) with lower heights (four stories or 54') across from residential districts along Gould Street and Highland Avenue. Because of the topography of these lots, even six stories along the highway will appear to be four stories from the abutting streets. The height transition would take place 50' into the lot, unless the building roof is a pitched or recessed profile approved by the Planning Board. Where heights are increased above 54', the side and front setbacks are increased. A 20' landscaped buffer will be required along Gould Street and Highland Avenue.

Highway Commercial 2 would be comprised of the area along Gould Street between the railroad tracks and Crawford and Ellis Streets, and would have lower allowed heights than those in Highway Commercial 1. This is because of the zone's proximity to the surrounding residential neighborhood, and the flat topography of the surrounding lots. The recommendation is for three stories or 36' along the street edge, transitioning up to 54' at the Highway. The height transition would take place 50' into the lot unless the building roof is a pitched or recessed profile approved by the Planning Board. If the height is increased above 36', the front and side setbacks increase. A 20' landscaped buffer will be required along Gould Street, Ellis Street and Crawford Street (where across from a residentially zoned property).

The CEA has also recommended the creation of a Highway Commercial 3 district in the Reservoir Street area, which will be the subject of discussion by the Board of Selectmen in the future.

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





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

MEETING DATE: 1/9/2018

Agenda Item	Board Goal Update
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	The Town Manager will update the Board on progress toward the FY2018 – FY2019 goals.
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	Discussion only.
3.	BACK UP INFORMATION ATTACHED
	a. Board of Selectmen FY2018 – 2019 Goals – 1.9.18 Update

Board of Selectmen/Town Manager
FY2018 – FY2019 Board of Selectmen Goals
1.9.2018

Board Goals	
<i>1. Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.</i>	
Goal	Status
Work with the School Committee and Finance Committee to develop a plan for the implementation of full-day kindergarten. <i>(Critical Priority)</i>	<i>The estimated cost of the program was incorporated into the FY2019 – 2023 pro forma budget. Continued progress toward funding the Debt Service Stabilization Fund or similar measure to reserve recurring revenue is critical to the Town's being able to afford to offer full-day kindergarten within the levy.</i>
Conduct an environmental assessment to facilitate discussion about the future use of Ridge Hill/Nike; determine the future use or disposition of Ridge Hill buildings.	<i>Weston & Sampson has been engaged to perform the environmental assessment. The Town Manager and Director of Conservation met with W&S to begin the study on January 3rd. The Town Manager will update the Board during the progress of the assessment. The Town Manager will inquire as to whether the Nike Site can be prioritized for survey in FY2019, and will set up a chairs meeting with the Historic Commission and Conservation Commission to discuss the future use or disposition of the Ridge Hill Buildings.</i>
Secure design funding for Fire and Police Stations at October 2017 STM and April 2018 ballot. <i>(Critical Priority)</i>	<i>The October 2, 2017 Special Town Meeting approved the funding of the design. The Board made a determination to defer the debt exclusion until November, 2018. The Board continues to pursue the acquisition of 43 Lincoln Street and had an initial meeting with the Finance Committee on December 20, 2017. The Board will organize a communication strategy for the override. The Town has hired special counsel to assist in the development of a strategy for communications zoning and permitting. The Board will engage with the Planning Board to seek assistance on the zoning implications of the communications study.</i>
Evaluate options for funding a DPW facility on Dedham Avenue and the storage facility at the RTS. <i>(Critical Priority)</i>	<i>The FY2019 – 2023 Capital Improvement Plan includes a recommended funding plan for the Storage Facility on Central Avenue. The proposal</i>

	<i>would fund both design and construction in May, 2018. The Town Manager will schedule Weston & Sampson to provide a report to the Board of Selectmen and Finance Committee.</i>
In conjunction with the Memorial Park Trustees, advance the design and secure funding for the construction of a new fieldhouse at Memorial Park.	<i>The FY2019 – 2023 Capital Improvement Plan includes a recommended funding plan for the reconstruction of the Memorial Park fieldhouse. Design funds were approved at the 2017 Annual Town Meeting. If funded, the project will begin in July, 2018 and will take approximately one year to complete. The Town Manager will arrange for a chairs meeting to discuss building access, staffing, scheduling, etc.</i>
In conjunction with the School Committee, secure funding for classroom expansion at Needham High School.	<i>The Assistant Town Manager/Director of Finance proposed a funding plan for the classroom expansion project at Needham High School that was ultimately approved at the October 2, 2017 Special Town Meeting. The project will begin in early 2018 and is expected to be complete before the first day of school in 2018.</i>
Work with the School Committee to develop a plan for the use of the Hillside School for Town-wide swing space. <i>(Critical Priority)</i>	<i>The Town Manager and Vice Chair of the Board met with the School Committee in August to discuss proposed use of the Hillside School for swing space for both Police and Fire. The School Committee unanimously agreed to authorize the Town to use the facility (assuming that the school is vacated on schedule).</i>
2. Ensure appropriate Regulation and Assessment of, and Investment in Infrastructure.	
Goal	Status
Complete Phase 1 of the Downtown Improvement Project, and evaluate options for eliminating or improving the traffic signal at the MBTA crossing. <i>(Critical Priority)</i>	<i>The traffic management system is not yet operating to its full potential. Once that step is complete, we will evaluate the options available to improve traffic flow. Officials from the MBTA and Keolis have committed to reviewing both the interim and planned future conditions in the near future, and will help the Town identify funding for the grade crossing replacement, which would allow the Town to program the traffic signal to turn red only with an on-coming train.</i>
In conjunction with the City of Newton and MassDOT, monitor progress toward the renovation of Highland Avenue from Webster	<i>A meeting was held on November 30th as to the progress of the project, and a community update meeting will be held on January 10, 2018. We have</i>

Street to the Charles River. (<i>Critical Priority</i>)	<i>requested an updated Right of Way schedule from MassDOT. Representatives of MassDOT have assured us that the advertisement date has not slipped. The installation of the traffic signals at First Avenue is complete and we are awaiting electrical connection.</i>
Monitor implications of the Add-a-Lane project and assure that Needham's interests are addressed in the final design.	<i>The Town Manager and staff will continue to coordinate with the Add-a-Lane project team to resolve complaints and provide information to the public. The two final Kendrick Street ramps opened on December 1, 2018 significantly ahead of schedule.</i>
Implement parking restrictions near driveways.	<i>The Board adopted a driveway parking regulation at its meeting at its meeting on September 12, 2017.</i>
Conduct an organizational study of the Building Maintenance operations. (<i>Critical Priority</i>)	<i>The October 2, 2017 Special Town Meeting approved funding for this study. The RFP has been released.</i>
Evaluate and implement strategies for eliminating the need for mandatory non-essential outdoor water use restrictions. (<i>Critical Priority</i>)	<i>The Board is scheduled to vote to give up its Water Management Act Permit at its meeting on January 9th. The Town will continue to exercise its grandfathered rights to withdraw water from the Charles River Basin in the annual average amount of 2.63 million gallons per day (MGD) pursuant to its registration statement.</i>
Evaluate housing impact on Town population to forecast town growth in 10/20 years, and the resulting impact on town infrastructure.	<i>The Board will discuss with the Planning Board the idea of collaborating on this goal, including land use, 40B guidelines, cluster zoning, traffic, infrastructure, schools.</i>
<i>Future Initiative:</i> Develop a plan for NPDES Compliance.	
<i>Future Initiative:</i> Evaluate the benefits of participating in MassDOT Complete Streets Program.	
<i>Potential Initiative:</i> Consider adopting the 25 MPH prima facie speed limit.	<i>The Board is scheduled to hold a public hearing on this issue on February 13th.</i>
3. Maintain and improve the vitality and economic success of the Town.	
Adopt and implement Mobile Food Vendor Policy. (<i>Critical Priority</i>)	<i>The Board adopted the final Mobile Food Vendor policy at its meeting on August 15 2017. The Direct Permit Program was in effect at DeFazio this fall of 2017, although no vendors participated. Staff will</i>

	<i>continue to review fees, streamline the permitting process, and recruit mobile food vendors. A mobile food vendor fair will be held this winter to recruit vendors for 2018. In 2017, Captain Marden's had a one day permit and the Dining Car had a one day permit in Needham Crossing.</i>
Review options for streamlining the permitting process.	<i>This item will be included on an agenda for a Board of Selectmen/Planning Board workshop.</i>
Work with Newton to implement the economic development plan for the N ² corridor; Evaluate the relationship between Needham Crossing and the N2 Innovation District and recommend a branding strategy for Needham Crossing.	<i>The Board reviewed a map of options for setting boundaries for the Needham Crossing designation, and forwarded it to the CEA and Planning Board for comment. There is general consensus that the term "Needham Crossing" includes the Wexford Street area. The Board will discuss ways to promote the Needham Crossing name with the Planning Board and the CEA.</i>
In conjunction with the Planning Board, evaluate options for the redevelopment of Chestnut Street.	<i>Board members attended an initial planning meeting with the Planning Board and various stakeholders on August 10, 2017.</i>
<i>Future Initiative:</i> Consider a plan for snow removal in the business districts.	
<i>Potential Initiative:</i> Evaluate ways to improve parking at the Needham Center Post Office.	<i>The subject matter will be referred to the TMAC for its consideration and recommendation.</i>
<i>Potential Initiative:</i> Explore rezoning proposals for the Industrial zones near the Highway,	<i>The Board will hold a hearing on January 9, 2018 to receive public comment to determine whether to refer the subject matter to the Planning Board for its consideration.</i>
4. Expand energy efficient and environmentally sound operations for the Town and its residents and businesses.	
Explore the option of limiting the use of plastic bags at certain retail establishments.	<i>A meeting was held with representatives of Walgreen's, Trader Joe's, Roche Bros. and Sudbury Farms. The Board reviewed a policy statement that will be forwarded to the affected retail establishments for comment. A public hearing is tentatively scheduled for February 27, 2018.</i>
5. Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.	
Goal	Status

Consider the merits of a tree preservation by-law.	<i>The Board will review recommendations to be provided by the working group.</i>
Coordinate with DCR to encourage access to Cutler Park.	<i>The Town Manager will work to schedule a meeting with the appropriate parties at DCR to discuss the list of identified concerns.</i>
Establish fishing areas at ponds and on the Charles River.	<i>The design of the boat launch will begin this year. The soon to be completed NART includes multiple accessible fishing areas.</i>
Expand the hours of operation of the Senior Center.	<i>The Director of Health & Human Services and Director of Aging Services have developed plans to expand the hours of the senior center, including pop-up events and scheduled events. In addition, the staff at CATH have implemented a free hot breakfast program once per month on a pilot basis.</i>
Evaluate steps to reduce train horn noise and address train idling concerns.	<i>The Town Manager and chair and vice chair of the Board met with the MBTA and Keolis on December 20th. The third train set will be kept in Boston on a permanent basis except in extraordinary circumstances which will relieve the idling situation in the neighborhood. The MBTA and Keolis have identified options for elimination of the grade crossing at the Golf Club and the Town Manager will set up a meeting to pursue the culvert approach.</i>
Develop a pilot program to address trash concerns Town-wide. (Critical Priority)	<i>The Department of Public Works implemented a pilot program for trash pickup on weekends and will continue the program going forward. A pilot program of Big Belly-type trash systems is included in the FY2019 budget planning process.</i>
Evaluate options for regulating private trash pick-up on public ways.	<i>The Town Manger will explore regulations in other communities and will schedule a meeting or meetings with private haulers to discuss options.</i>
Participate in the development and implementation of the Open Space plan.	<i>Representatives of the Planning Board, Park & Recreation Commission, Conservation Commission and the Board met over the summer to discuss ways to reduce the number of stated goals. The Board reviewed the proposed goals at its meeting on December 8th and those recommendations have been forwarded to the project team.</i>
Implement the Affordable Housing Trust.	<i>The Board approved the Affordable Housing Trust Document at its September 26, 2017 meeting. The Town Manager will provide the Board with a tentative meeting schedule and priority project</i>

	<i>options.</i>
Evaluate the possibility of recommending accessory dwelling unit zoning.	<i>The Accessory Dwelling Unit report was forwarded to the Planning Board for its comment. The topic will be included on an agenda for future discussion with the Planning Board.</i>
Present a proposal to the Town for a recreational marijuana ban in Needham.	<i>At its meeting on September 26, 2017 the Board requested that the Planning Board develop a zoning by-law prohibiting the sale of recreational marijuana in Needham. The topic will be included on the agenda for discussion with the Planning Board.</i>
Revitalize the Property Tax Assistance Program	<i>The Board will explore the concept of creating a "Friends of Property Tax Relief."</i>
Work with the Park & Recreation Commission to create recreational opportunities in the downtown.	<i>A joint meeting with the Park & Recreation Commission is tentatively scheduled for January 23, 2018.</i>
<i>Future Initiative:</i> Evaluate the concept of constructing a hockey rink in a public/private partnership.	
<i>Future Initiative:</i> Evaluate options for locating alternative transportation options (e.g. ZipCar and bike share services) in Needham	
5. Maintain and Enhance Town's Financial Sustainability	
Goal	Status
Evaluate and implement alternatives to the Town's Group Health Insurance program. <i>(Critical Priority)</i>	<i>The Employee Insurance Advisory Committee has recommended that the Town remain in the West Suburban Health Group for FY2019. The Town Manager and senior staff have been meeting with individual unions and holding employee information sessions about the conversion to Benchmark plans and the possibility of implementing Qualified High Deductible plans.</i>
Explore the possibility of absorbing the RTS Enterprise Fund into the General Fund. <i>(Critical Priority)</i>	<i>The Assistant Town Manager/Director of Finance convened an ad hoc group to review the pros and cons of absorbing the RTS Enterprise Fund into the General Fund. We will make a recommendation to the Board during the FY2019 budget process.</i>
<i>Future Initiative:</i> Explore the creation of a stormwater enterprise fund.	<i>The Town Manager/Assistant Town Manager will provide the Board with a recommendation for a</i>

	<i>storm water enterprise fund for the FY2020 budget. The Board will review a stormwater by-law for inclusion in the 2018 Annual Town Meeting Warrant.</i>
6. Evaluate Town Operations and Administration.	
Goal	Status
Develop and implement a policy guiding the use of banners on poles in the business districts.	<i>The policy will be revised to include only the basic policy determination and not the procedural information.</i>
Consider alternatives to the term “Board of Selectmen.”	<i>A survey of other community’s use of the term “Board of Selectmen” as well as compensation level has been developed. The term “chair” should be formalized in Town publications. A hearing on the name of the Board is tentatively scheduled for March 27, 2018. The petitioner seeking to increase the amount of the Board stipend will be referred to the Personnel Board.</i>
Develop criteria for small cell antenna siting. <i>(Critical Priority)</i>	<i>A Verizon Small Cell Grant of Location document was created including the criteria identified by the Board of Selectmen. The policy is being developed.</i>
Develop a funding strategy to meet the staffing needs of the Police and Fire Departments in the context of the current and planned growth in Needham Crossing. <i>(Critical Priority)</i>	<i>The projected cost of increased staffing was incorporated into the FY2019 – 2023 pro forma budget.</i>
Evaluate the concept of starting Town Meeting earlier, and evaluate at-large Town Meeting Membership.	<i>A chairs meeting with the Moderator and Town Clerk was held to discuss these topics. The Town Clerk conducted a survey at the October 2, 2017 Special Town Meeting. The Board will discuss the idea of holding a public hearing on the concept of starting Town Meeting earlier with the Town Moderator. The Board tentatively targeting October 10, 2018 as the Special Town Meeting date. The Town Manager will draft a by-law proposal to determine the date of record for committee chairs to be considered at-large Town Meeting Members.</i>
Review the Town Manager evaluation process.	<i>The Town Manager will work with the Chair and Vice Chair to draft a proposed revision.</i>
Explore the need for additional staffing in the area of communications and compliance.	<i>The Town Manager will explore this concept during the FY2019 budget process.</i>
Update the fee structure for facility rentals, and work with the Schools to consider limiting	<i>The Town Manager and staff will work with the School Department to discuss policy implications,</i>

access over the summer to accommodate capital improvements and preventive maintenance. <i>(Critical Priority)</i>	<i>and will compile a list of fees charged in comparable communities.</i>
Investigate options for moving permit application and inspection processes to electronic and/or web-based platforms.	<i>This topic will be considered during the on-going Information Technology Audit.</i>
<i>Future Initiative:</i> Work with the Planning Board to consider a street naming policy.	

In developing its statement of goals for the coming fiscal years, the Board identified both initiatives that may be addressed in future years, and general governing principles that guide the goal setting process. This list will continue to be updated and refined:

Governing Principles

- Targeted options for property acquisition will be explored.
- The Town will work to develop a consensus with Newton regarding transportation options along the Highland Avenue/Needham Street corridor.
- Appropriate coordination of all the major road projects affecting the Town is a priority.
- Town policies and regulations will be reviewed and updated on a periodic basis.
- The Town will prioritize the reconstruction and repair of existing sidewalks before embarking on new sidewalk construction.
- Opportunities to install community art will be explored.
- The Town should be an age friendly community.
- The number of pedestrian accidents is concerning and should be addressed.
- The Town will conduct a Capital Facility Summit on a biennial basis.
- Emergency preparation and planning is a high priority.
- Opportunities for departmental consolidation and efficiency improvement will be identified and implemented.
- Opportunities to enhance communication with the public will always be considered.
- Opportunities to collaborate on additional programs and services that will benefit Needham's veterans will be explored and implemented.



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

MEETING DATE: 1/9/2018

Agenda Item	Massachusetts Municipal Association Annual Meeting Resolutions
Presenter(s)	Kate Fitzpatrick, Town Manager David Davison, Assistant Town Manager/Finance

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Ms. Fitzpatrick and Mr. Davison will review the resolutions proposed for adoption at the MMA Annual Meeting and ask the Board to vote whether or not to support them.	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
Suggested Motion: That the Board vote to support/not to support the following resolutions proposed for action at the MMA Annual Meeting: Resolution Ensuring a Strong and Enduring Fiscal Partnership Between Cities and Towns and State Government in Fiscal 2019 and Beyond, Resolution in Opposition to the Ballot Question that Would Reduce the Sales and Use Tax Rate, and Resolution Supporting a Local-State-Federal Partnership to Combat the Impact of Climate Change.	
3.	BACK UP INFORMATION ATTACHED
(Describe backup below)	
a. <i>Resolution Ensuring a Strong and Enduring Fiscal Partnership Between Cities and Towns and State Government in Fiscal 2019 and Beyond</i> , proposed by the MMA Fiscal Policy Committee	
b. <i>Resolution in Opposition to the Ballot Question that Would Reduce the Sales and Use Tax Rate</i> , proposed by the MMA Fiscal Policy Committee	
c. <i>Resolution Supporting a Local-State-Federal Partnership to Combat the Impact of Climate Change</i> , proposed by the MMA Policy Committee on Energy and the Environment	



Published on *Massachusetts Municipal Association* (<https://www.mma.org>)

[Home](#) > [Printer-friendly](#) > [Proposed Resolution Ensuring a Strong and Enduring Fiscal Partnership Between Cities and Towns and State Government in Fiscal 2019 and Beyond \(2018\)](#)

Proposed Resolution Ensuring a Strong and Enduring Fiscal Partnership Between Cities and Towns and State Government in Fiscal 2019 and Beyond (2018) ^[1]

November 29, 2017

Whereas, the well-being and success of the residents and businesses of the Commonwealth depends on the fiscal health of cities and towns and the ability of local government to provide efficient and progressive public services and adequately invest in modern public infrastructure; and

Whereas, the continuing fiscal strength of local government in Massachusetts will rely on adequate, sustainable and predictable revenues to support local services and capital programs; and

Whereas, cities and towns are highly reliant on the tightly capped property tax to fund local budgets, and this heavy reliance on the property tax has limited the ability of cities and towns to respond to new challenges and opportunities; and

Whereas, the state's landmark school finance law, Chapter 70, is outdated and no longer provides an adequate minimum spending standard, and the local government share of the cost of schools and public education has grown to a 10-year high; and

Whereas, rapid growth in state-imposed assessments on local governments to fund charter schools has resulted in significant budget shortfalls in communities across the state, particularly where there is a large concentration of charters, and this has forced cities and towns to scale back spending and programs that serve the vast majority of students who remain in the local K-12 school system, and has also forced cutbacks in municipal services; and

Whereas, to avoid becoming overly reliant on the property tax and to ensure that municipalities have the fiscal capacity to deliver the high-quality municipal and school services that are essential to support local economies and families in every corner of the Commonwealth, it is imperative that cities and towns receive an adequate share of state revenues, have an effective and fair municipal tax system, and have the tools necessary to plan for and fund long-term liabilities and make investments in people and capital;

Therefore it is hereby resolved that the members of the Massachusetts Municipal

Association support the following essential policy positions to ensure a strong partnership between cities and towns and the Commonwealth in fiscal 2019 and beyond:

In the Area of Municipal and School Aid

- In fiscal 2019, unrestricted municipal aid should grow at least at the same rate as the growth in state tax collections, and be distributed without earmarks, conditions or restrictions to all cities and towns, so that local officials and residents can adequately fund public safety, public works, and all basic municipal and school services while avoiding overreliance on the property tax;
- The full share of Lottery and gaming revenue dedicated to help pay for municipal services should be used to help fund unrestricted municipal aid;
- Chapter 70 school aid revenue sharing should be increased in fiscal 2019 consistent with the Commonwealth's constitutional obligation to ensure adequate funding for all schools, including the "foundation budget" adequacy standard, as updated through the recommendations of the Foundation Budget Review Commission, the "target share" equity standard, and a reasonable amount of new minimum per student aid;
- The governor and the Legislature should review the calculation of the required local contribution under Chapter 70, including the "municipal revenue growth factor," and adopt changes to mitigate the rising reliance on the property tax to fund local schools, particularly in cities, towns and districts that educate a significant share of high-need students;
- Full funding of the Commonwealth's obligations and commitments, as provided by state law, to reimburse cities and towns for the transitional costs of a student leaving the local school district to attend a charter school should be included in the fiscal 2019 budget;
- Full funding of the Commonwealth's obligations and commitments to the Special Education Circuit Breaker Program, as provided by state law, should be appropriated;
- Full funding of the Commonwealth's obligations and commitments to the program for payments in lieu of taxes for state-owned land, as provided by state law, should be included in the fiscal 2019 budget;
- Full funding of the Commonwealth's obligations and commitments to reimburse the costs of regional school transportation, regular school transportation, out-of-district vocational education and the transportation of homeless students under the McKinney-Vento unfunded mandate should be included in the fiscal 2019 budget;
- Full funding of the Commonwealth's obligations and commitments to Chapter 40S "smart growth" reimbursements, regional and municipal libraries, anti-gang grants, innovation and regionalization grants, and other effective municipal and school aid programs should be included in the fiscal 2019 budget; and

In the Area of Timely Notice of Local Aid for Good Planning and Implementation

- To ensure orderly and efficient financial planning at the local level and implementation of balanced and adequate local operating and capital budgets, the governor and the Legislature should reach early agreement on unrestricted municipal aid and Chapter 70 school aid and local contribution amounts so that a consensus local aid resolution can be approved and reliable Cherry Sheets can be released by March 1; and

In the Area of Local Taxing Authority and Other Revenues

- Cities and towns should be granted new local-option flexibility to adopt local taxes and other revenues to help pay for municipal and school services and the construction and maintenance of local capital projects;
- The state should enact legislation to close loopholes and allow for the equitable collection of the room occupancy excise in the case of seasonal rentals and in transactions involving internet resellers, and also close the telecommunications equipment tax loophole;
- Legislation should be enacted to provide cities and towns with local-option authority to develop local rules for payments-in-lieu-of-taxes by owners of tax-exempt property; and

In the Area of Long-Term Liabilities and Sustainability

- The governor and the Legislature should undertake a comprehensive reform of the laws and practices governing post-employment benefits for public employees, with an immediate focus on Other Post-Employment Benefits (OPEB) liabilities related to health insurance for retired public employees in order to help cities and towns manage current costs and ensure fiscal sustainability over the long term; and

In the Area of Capital Budgeting

- The governor and the Legislature should work together early in 2018 to ensure enactment of a multi-year transportation bond bill that provides at least \$300 million annually for local road projects, including notice of allocations for fiscal 2019 by April 1, 2018, and include adequate allocations for the Complete Streets and small municipal bridges programs;
- The governor should include in the fiscal 2019 capital plan funding for the MassWorks program to help pay for local economic development projects, including housing, development and road safety programs;
- The governor and the Legislature should support the financing of road, rail and transit projects across the Commonwealth that are critical to economic development and public safety and convenience, and should explore new and alternative ways to finance projects;
- The governor and the Legislature should continue to make the installation of high-speed internet access in unserved and underserved cities and towns a high priority; and

It is further resolved that a copy of this resolution shall be provided to the governor and

members of the General Court of the Commonwealth.

Source URL: <https://www.mma.org/proposed-resolution-ensuring-strong-and-enduring-fiscal-partnership-between-cities-and-towns-and-0>



Published on *Massachusetts Municipal Association* (<https://www.mma.org>)

[Home](#) > [Printer-friendly](#) > [Proposed Resolution in Opposition to the Ballot Question that Would Reduce the Sales and Use Tax Rate \(2018\)](#)

Proposed Resolution in Opposition to the Ballot Question that Would Reduce the Sales and Use Tax Rate (2018) ^[1]

November 29, 2017

Whereas, at the current rate of 6.25 percent, the state's sales and use tax provided the Commonwealth with \$6.2 billion in tax collections in fiscal 2017, nearly one-quarter of all tax collections received by state government, and is expected to increase to \$6.5 billion in fiscal 2018; and

Whereas, a fixed portion of the sales tax is dedicated to help fund essential school building projects through the Massachusetts School Building Authority, and core public transportation services and projects through the Massachusetts Bay Transportation Authority and the Commonwealth Transportation Fund; and

Whereas, the majority of sales and use tax revenues are deposited in the state's General Fund, and are necessary to fund municipal and school aid programs in the state budget, including Unrestricted General Government Aid and Chapter 70 education aid; and

Whereas, the proposed ballot question would decrease the sales and use tax rate from 6.25 percent to 5 percent and force a reduction in state tax revenues by an estimated \$1.25 billion, thereby reducing funds available to support critical programs needed to support cities and towns and strong communities, including unrestricted municipal aid, K-12 public education, school building projects, public transportation, and much more;

Therefore it is hereby resolved that the members of the Massachusetts Municipal Association oppose the ballot question that would reduce the sales and use tax rate to 5 percent; and

It is further resolved that a copy of this resolution shall be provided to the governor and members of the General Court of the Commonwealth.

Source URL: <https://www.mma.org/proposed-resolution-opposition-ballot-question-would-reduce-sales-and-use-tax-rate-2018>



Published on *Massachusetts Municipal Association* (<https://www.mma.org>)

[Home](#) > [Printer-friendly](#) > [Proposed Resolution Supporting a Local-State-Federal Partnership to Combat the Effects of Climate Change \(2018\)](#)

Proposed Resolution Supporting a Local-State-Federal Partnership to Combat the Effects of Climate Change (2018) ^[1]

November 29, 2017

Whereas, climate change presents a serious threat to the environment and to the health and public safety of our communities in Massachusetts and around the world, and is having serious impacts on the Commonwealth's neighborhoods, residents, environment and economy as extreme weather events become more frequent and municipalities experience sea level rise, coastal erosion, powerful storms, damaging flooding, extreme temperatures and related environmental impacts; and

Whereas, the 2015 Paris Climate Agreement commits countries to setting goals and targets for greenhouse gas emission reductions by using green energy sources to limit the rise of global temperatures, and Executive Order 569, Establishing an Integrated Climate Change Strategy for the Commonwealth, directs the Secretary of Energy and Environmental Affairs and the Secretary of Public Safety and Security to coordinate efforts across the Commonwealth to strengthen the resilience of our communities, prepare for the impacts of climate change, and prepare for and mitigate damage from extreme weather events; and

Whereas, the cities and towns of Massachusetts are national leaders as environmental stewards, embracing renewable energy technology, protecting and preserving land and natural resources, and providing safe, clean and affordable drinking water, wastewater and stormwater management systems, and an overwhelming majority of Americans support local action on climate change; and

Whereas, reducing greenhouse gas emissions and using clean and renewable energy can help to mitigate the effects of climate change, and municipalities have been essential in helping the Commonwealth meet its energy goals and have committed to ambitious goals to reduce energy consumption and emissions through the Green Communities program, contributing to Massachusetts' position as a nationwide leader in energy efficiency; and

Whereas, communities must adapt to the impacts of climate change, identify hazards and vulnerabilities, and take steps to increase preparedness and resiliency; and

Whereas, communities must work together with regional, state and federal partners to be prepared for climate change related disasters, invest in resilient infrastructure, and increase the use of renewable energy;

Therefore, it is hereby resolved that the members of the Massachusetts Municipal Association support the following essential policy positions to ensure a strong local, state and federal partnership to combat the effects of climate change:

- The state should uphold its commitment to meet the emissions reduction targets of the Paris Climate Agreement and should work with local officials to develop plans for municipalities to take steps to reduce emissions in conjunction with the state's goals, and municipalities should participate in national and international coalitions with other governmental, business and environmental leaders to combat climate change; and
- The state should provide additional opportunities for municipalities to reduce greenhouse gas emissions, reduce energy consumption and increase energy efficiency through programs and grants, and the state Legislature and the governor should develop a balanced, long-term energy plan with a range of renewable energy sources to ensure a sustainable energy supply for residents, businesses and communities; and
- The state should eliminate the net metering cap on renewable projects to ensure that municipalities are not delayed in moving forward with future municipal projects, should grandfather the use of current utility rate classes for existing renewable energy systems, and should oppose any reductions in the rate of net metering credits for municipal projects and any added surcharges and fees imposed by utilities which could affect savings; and
- The state should enhance funding for the expansion of electric vehicle charging infrastructure while also investing in strategies for the greening of municipal fleets; and
- The state and federal governments should provide enhanced funding, grant opportunities and technical assistance to communities to enable the development and implementation of climate adaptation plans to assess vulnerabilities and work to upgrade environmental, transportation and energy infrastructure to increase resiliency; and
- The state Legislature and the governor should approve a \$1 billion water infrastructure bond bill to fund water, wastewater and stormwater infrastructure improvements and grant authority to cities and towns to establish drinking water, stormwater and sewer infrastructure banks to build, repair and maintain water-related infrastructure systems, which will allow communities to upgrade infrastructure and increase resiliency; and
- Municipalities should review local planning and zoning bylaws and ordinances to make changes to increase resiliency, and the state should provide technical assistance and information sharing for communities; and
- The Federal Emergency Management Agency and Massachusetts Emergency Management Agency should work closely with communities to develop plans for extreme weather events and should provide resources and assistance to communities to ensure adequate preparation for these events; and

It is further resolved that a copy of this resolution shall be presented to the governor, the members of the General Court of the Commonwealth, the members of the Massachusetts Congressional Delegation, and the president of the United States.

Source URL: <https://www.mma.org/proposed-resolution-supporting-local-state-federal-partnership-combat-effects-climate-change-2018>



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

MEETING DATE: 1/9/2018

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
The Board is scheduled to open the warrant for the 2018 Annual Town Meeting. The Warrant is scheduled to be closed on February 13 th .	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
<i>Suggested Motion:</i> That the Board vote to open the warrant for the 2018 Annual Town Meeting.	
3.	BACK UP INFORMATION ATTACHED
a. Preliminary List of Warrant Articles, January 9, 2018	

**Preliminary List of Warrant Articles
2018 Annual Town Meeting
1.9.2018**

Annual Town Election
Committee and Officer Reports Board of Selectmen

HUMAN RESOURCES ARTICLES

Establish Elected Officials' Salaries Personnel Board
Fund Collective Bargaining Agreement – DPW/NIPEA Board of Selectmen
Fund Collective Bargaining Agreement – DPW/BCTIA Board of Selectmen
Fund Collective Bargaining Agreement – ITWA Board of Selectmen

FINANCE ARTICLES

Accept Chapter 73, Section 4 of the Acts of 1986 Board of Selectmen
Appropriate for Needham Property Tax Assistance Program Board of Selectmen
Appropriate for Senior Corps Program Board of Selectmen
Appropriate for Compensated Absences Board of Selectmen
Appropriate for an Urban and Community Challenge Grant Board of Selectmen
Appropriate for Town-Owned Land Surveys Board of Selectmen
Appropriate for Long Range Plan Board of Selectmen
Appropriate for Water Meter Data Collection Board of Selectmen
Appropriate for Employee Time Clock System Board of Selectmen
Appropriate for Public Facilities Maintenance Program Board of Selectmen
Appropriate the FY2019 Operating Budget Finance Committee
Appropriate the FY2019-RTS Enterprise Fund Budget Board of Selectmen &
Finance Committee

Appropriate the FY2019 Sewer Enterprise Fund Budget Board of Selectmen &
Finance Committee

Appropriate the FY2019 Water Enterprise Fund Budget Board of Selectmen &
Finance Committee

Continue Departmental Revolving Funds Board of Selectmen
Authorization to Expend State Funds for Public Ways Board of Selectmen

COMMUNITY PRESERVATION ACT ARTICLES

Appropriate for CPA Project – Emery Grover Historic Building CPC
Appropriate for CPA Project – Rosemary Sediment Removal CPC
Appropriate for CPA Project – Mitchell School Playground CPC
Appropriate for CPA Project – Rosemary Lake Camp Property CPC
Appropriate for CPA Project – Pre-School Playground Shade Structure CPC
Appropriate for CPA Project – Memorial Park Field House CPC
Appropriate for CPA Project – Historic Collections Database Completion CPC
Appropriate for CPA Project – Cooks Bridge Renovation Project CPC
Appropriate for CPA Project – Purchase of Open Space CPC
Appropriate to Community Preservation Fund CPC

CAPITAL ARTICLES

Rescind Debt Authorizations	Board of Selectmen
Appropriate for General Fund Cash Capital	Board of Selectmen
Appropriate for DPW Central Avenue Storage Facility	Board of Selectmen
Appropriate for Public Works Infrastructure Program	Board of Selectmen
Appropriate for Athletic Facility and Recreation Improvements/ Design for Turf Replacement	Board of Selectmen
Appropriate for Memorial Park Buildings and Grounds Improvements	Board of Selectmen
Appropriate for Recycling and Transfer Fund Cash Capital	Board of Selectmen
Appropriate for Recycling and Transfer Station Property Improvements	Board of Selectmen
Appropriate for Sewer Enterprise Fund Cash Capital	Board of Selectmen
Appropriate for Water Enterprise Fund Cash Capital	Board of Selectmen

TOWN RESERVE ARTICLES

Appropriate to Athletic Facility Improvement Fund	Board of Selectmen
Appropriate to Workers Compensation Absences Fund	Board of Selectmen
Appropriate to Capital Improvement Fund	Board of Selectmen
Appropriate to Capital Facility Fund	Board of Selectmen
Appropriate to Debt Service Stabilization Fund	Board of Selectmen
Appropriate to Stabilization Fund	Board of Selectmen
	Finance Committee

ZONING/LAND USE ARTICLES

Amend Zoning By-law

GENERAL ARTICLES/ CITIZENS' PETITIONS/COMMITTEE ARTICLES

Amend General By-Law – 2.1.3 Contract Provisions	Board of Selectmen
Amend General By-Law – Stormwater	Board of Selectmen
Amend General By-Law –	Board of Selectmen
Acceptance of Easements	Board of Selectmen
Revoke the Provisions of M.G.L. c. 44Section 53F1/2/RTS	Board of Selectmen
Home Rule Petition –	
Omnibus	Board of Selectmen



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

MEETING DATE: 1/9/2018

Agenda Item	DEP Water Management Act Permit
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	<p>The Town Manager will recommend that the Board relinquish its Water Management Act Permit effective April 30, 2018. The Town will continue to exercise all of its grandfathered rights to withdraw water from the Charles River Basin in the annual average amount of 2.63 million gallons per day for an annual volume total of 959.95 million gallons, pursuant to its Registration Statement for Water Withdrawal, Registration No. 32019901, and all subsequent renewals thereof.</p>
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	<p>Suggested Motion: That the Board vote to give up the Town's Water Management Act Permit effective April 30, 2018 and to forward a letter to the Massachusetts Department of Environmental Protection regarding same.</p>
3.	BACK UP INFORMATION ATTACHED
	<p>(Describe backup below)</p> <p>a. Letter to Duane LaVangie, Chief, Water Management Act Program, MassDEP</p>



TOWN OF NEEDHAM

TOWN HALL

Needham, MA 02492-2669

TEL: (781) 455-7500

FAX: (781) 449-4569

Office of the
TOWN MANAGER

January 9, 2018

Duane LeVangie
Chief, Water Management Act Program
MassDEP
1 Winter Street, 5th floor
Boston, MA 02108

Re: Town of Needham
Water Management Act Permit #9P3-3-20-199.02
(Renewal issuance date March 1, 2010)

Dear Mr. LeVangie:

By vote of the Board of Selectmen, at its meeting of January 9, 2018, the Town of Needham is giving up the referenced *Water Management Act* Permit, effective April 30, 2018.

The Town will continue to exercise all of its grandfathered rights to withdraw water from the Charles River Basin in the annual average amount of 2.63 million gallons per day for an annual volume total of 959.95 million gallons, pursuant to its Registration Statement for Water Withdrawal, Registration No. 32019901, and all subsequent renewals thereof.

Thank you for your courtesy in attending to this matter.

Respectfully submitted,

NEEDHAM BOARD OF SELECTMEN

cc Richard Friend, Department of Environmental Protection
Kate Fitzpatrick, Town Manager
Richard P. Merson, Director of Public Works
David S. Tobin, Town Counsel
J. Raymond Miyares, Special Counsel



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

MEETING DATE: 1/9/2018

Agenda Item	Eversource Reliability Project – Notice of Intent
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	<p>Eversource has filed a Notice of Intent with the Needham Conservation Commission seeking an Order of Conditions for construction of the transmission line in accordance with the Wetlands Protection Act and the Town's Wetlands By-law. The Siting Board process is not complete, and the Energy Facilities Siting Board has not yet approved the project or the route.</p> <p>The Town Manager will recommend that the Board submit a letter to the Conservation Commission requesting that the Commission make Energy Facilities Siting Board approval a condition of any Order or Conditions that is granted.</p>
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	<p><i>Suggested Motion:</i> That the Board vote to request that the Conservation Commission make Energy Facilities Siting Board approval a condition of any Order or Conditions that is granted to Eversource for the West Roxbury to Needham Reliability Project and forward a letter to the Commission regarding same.</p>
3.	BACK UP INFORMATION ATTACHED
	<p>(Describe backup below)</p> <p>a. Letter to Janet Bernardo, Chair, Conservation Commission</p>



TOWN OF NEEDHAM
TOWN HALL
Needham, MA 02492-2669

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

Office of the
BOARD OF SELECTMEN

January 9, 2018

Janet Bernardo, Chair
Needham Conservation Commission
500 Dedham Avenue
Needham, MA 02492

Dear Ms. Bernardo:

The Board has received a Notice of Intent filed under the Massachusetts Wetlands Protection Act and the Needham General Wetlands By-law by Eversource Energy for its West Roxbury to Needham Reliability Project.

Eversource has filed a petition with the Energy Facilities Siting Board (EFSB) to separate existing overhead double circuit electric transmission lines located on Eversource's Right of Way, and to replace them with a new transmission line that is partially overhead and partially underground. The Siting Board process is not complete, and the EFSB has not yet approved the project or the route.

Therefore, we respectfully request that the Commission make EFSB approval a condition of any Order of Conditions that is granted.

If you have any questions or need additional information please contact Town Manager Kate Fitzpatrick.

Very truly yours,

NEEDHAM BOARD OF SELECTMEN



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

MEETING DATE: 01/09/2018

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

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



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

MEETING DATE: 01/09/2018

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

MEMORANDUM

TO: BOARD OF SELECTMEN

FROM: DAVID DAVISON, ASSISTANT TOWN MANAGER/DIRECTOR OF FINANCE

SUBJECT: VEHICLE EXPENSE REIMBURSEMENT

DATE: DECEMBER 22, 2017

CC: KATE FITZPATRICK, TOWN MANAGER; CHRISTOPHER COLEMAN, ASSISTANT TOWN MANAGER/DIRECTOR OF OPERATIONS; RACHEL GLISPER, DIRECTOR OF HUMAN RESOURCES; MICHELLE VAILLANCOURT, TOWN ACCOUNTANT; ANNE GULATI, DIRECTOR OF FINANCIAL OPERATIONS FOR NEEDHAM PUBLIC SCHOOLS

The Town's Personnel Policy #509 under Section V (Procedures) Subsection A 2 states "When an employee is authorized to use a personal automobile for work-related travel, he or she shall be reimbursed at a rate established by the Board of Selectmen upon the recommendation of the Director of Finance." The purpose of this memo is to recommend to the Board that the rate should be adjusted.

The current rate for reimbursement to an employee for personal use of his/her automobile for Town business is 53.5 cents per mile. The mileage rate is intended to include the cost of fuel and oil, repairs, insurance, and general wear and tear on the automobile. Costs of these considerations have changed since the last time the mileage rate was adjusted in December 2016. The national organization, AAA does an annual report on the cost of operating a motor vehicle in U.S. Their report released in August 2017 showed that the cost has decreased from the prior year. The average sedan cost was 56.5 cents per mile which compares to 57.1 cents per mile in 2016. The table below from AAA data shows the average cost per mile for different vehicle types in 2016 and 2017. Similar to my report last year, AAA's study shows that the cost for every type of vehicle has decline, and the decline was attributable to lower fuel prices. The average cost for insurance, depreciation, maintenance, government fees (license, registration, taxes), and financing are all higher than the previous year, but decrease in fuel prices more than offset those increases.

<i>Based on Driving 15,000 miles annually</i>	<i>Small Sedan</i>	<i>Medium Sedan</i>	<i>Large Sedan</i>	<i>Sedan Average</i>	<i>SUV 4WD</i>	<i>Minivan</i>
<i>Cost Per Mile 2016</i>	43.9 cents	57.4 cents	69.9 cents	57.1 cents	68.4 cents	61.8 cents
<i>Cost Per Mile 2017</i>	42.4 cents	54.5 cents	62.7 cents	56.5 cents	63.0 cents	61.0 cents

Although there may be many methods and sources to determine what is the cost of operating a motor vehicle, I continue to recommend that the rate be set based on the standard mileage rate (SMR) method used by the Internal Revenue Service which should prove to be the simplest method of accounting and probably the most often used to determine the cost to the employee for reimbursement purposes.

The IRS rate is based on an annual study of the fixed and variable costs of operating an automobile. The standard mileage rate for 2018 has been calculated at 54.5 cents per mile. This

rate is based on information released by the IRS on December 14, 2017. Although individual costs will differ, fluctuations are inevitable; the IRS rate is readily accessible and updated on a schedule which the Town has and may continue to rely. Therefore, I recommend to the Board that it vote to change the rate from 53.5 cents to 54.5 cents per mile consistent with the rate determined by the IRS. The effective date for this reimbursement rate would be January 1, 2018.

I will be available should you have questions. Thank you.

Minutes
Board of Selectmen Meeting
December 8, 2017

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

The Board discussed the fiscal year 2018/2019 proposed goals and objectives.

Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments The Board discussed the Public Safety project, the need to engage with the Planning Board on the communications issue, the potential acquisition of 43 Lincoln Street, the need to engage with the Memorial Park Trustees on the rental and use of the renovated facility, the upcoming environmental assessment of the Nike Site and Ridge Hill, and the need to engage with Historical and Conservation on the Ridge Hill structures.

Ensure appropriate regulation an assessment of, and investment in infrastructure The Board discussed the concept of relinquishing the Town's water withdrawal permit, options for mitigating the pre-signal at the railroad tracks on Great Plain Avenue, the progress of the Highland corridor and Add-a-Lane projects, the need to engage with the Planning Board on land use issues including the projected growth in population and its impact on Town services, and the concept of lowering the prima facie speed limit to 25 mph.

Maintain and improve the vitality and economic success of the Town The Board discussed the mobile food vendor policy, the need to engage with the Planning Board on permit streamlining, the marketing of the Needham Crossing area, the need for a public hearing on the proposed Industrial/Highway Commercial zoning proposal, and the need to engage the Traffic Management Advisory Committee on parking concerns around the Post Office.

Expand energy efficient and environmentally sound operations for the Town and its residents and businesses The Board

reviewed a policy statement regarding plastic check-out bags and the need to engage further with larger retailers, and the public.

Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work The Board discussed a list of issues to be conveyed to the DCR in an upcoming meeting, items for discussion at a pending meeting with the MBTA, a pilot program for reducing public litter, the need to engage with the Park & Recreation Commission on recreation opportunities in the downtown, and the action plan for the Open Space and Recreation Plan.

Maintain and enhance the Town's Financial Sustainability: The Board discussed FY2019 budget priorities, the proposal to absorb the RTS Enterprise Fund into the General Fund in FY2020, and the need for a stormwater by-law and potential stormwater enterprise fund.

Evaluate Town Operations and Administration: The Board discussed the name of the Board and its associated compensation, the Town Meeting Member survey, the charter provisions regarding at-large Town Meeting Members, and the concept of increasing fees for school facility use. The Board targeted October 10, 2018 as the date for the Special Town Meeting.

The noticed executive session was cancelled.

4:00 p.m.

Motion: Mr. Matthews moved that the meeting be adjourned. Mr. Borrelli seconded the motion. Unanimous: 5-0.

**Town of Needham
Board of Selectmen
Minutes for December 19, 2017
Needham Town Hall
Selectmen's Chamber**

6:45 p.m. Informal Meeting with Citizens: Steven Frail, resident spoke with the Board about solar energy and increasing the Town's use of renewable energy at municipal buildings. He stated he has been working with Green Needham. The Board asked Mr. Frail to send educational information to the Office of the Town Manager for further study.

7:00 p.m. Call to Order:
A meeting of the Board of Selectmen was convened by Chair Marianne B. Cooley. Those present were Daniel P. Matthews, John A. Bulian, Maurice P. Handel, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt. Matthew D. Borrelli arrived at 7:48 p.m.

7:00 p.m. Introduce New Fire Staff:
Dennis Condon, Fire Chief appeared before the Board to introduce newly appointed firefighter Thomas Andrews.

Chief Condon said firefighter Andrews come to Needham at a very exciting time with the construction of 2 new firehouses. He said firefighter Andrews has been an EMT for 7 years and a paramedic for 4 years, bringing knowledge and skill to the job.

Mr. Matthews welcomed firefighter Andrews to the service of the Town. He said he wants him to succeed and that during all types of situations firefighters are often the "face of the Town" and counted on by residents. He told firefighter Andrews he has the confidence of Chief Condon and the Board.

The Board congratulated firefighter Andrews and wished him well serving the Town of Needham.

A photograph was taken.

Chief Condon reminded residents of the winter "Clear a Hydrant" program, asking people to sign up on the Town's website.

7:06p.m. Public Hearing: Eversource Energy - Hunnewell Street
Maureen Carroll, Eversource Energy representative and Darius Kuper, homeowner/builder appeared before the Board requesting permission to install approximately 6 feet of conduit in Hunnewell Street. She said this work is necessary to provide underground electric service at 375 Hunnewell Street, Needham.

Ms. Fitzpatrick indicated all paperwork is now in order.

Ms. Cooley said she was dismayed to find construction took place prior to a public hearing. Mr. Kuper apologized, acknowledging there was a misunderstanding and that he is ultimately responsible for the project.

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

Mr. Matthews reinforced procedures are for the good of everyone, noting if there were problems with installation it would be costly to make it right. He thanked Mr. Kuper for meeting with the Board of Selectmen.

Motion by Mr. Handel that the Board of Selectmen approve and sign a petition from Eversource Energy to install approximately 6 feet of conduit in Hunnewell Street. This work is necessary to provide underground electric service at 375 Hunnewell Street, Needham.

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

7:10 p.m.

Appointments and Consent Agenda:

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

APPOINTMENTS:

Human Rights Committee

Nancy Fitton (term expires 6/30/2020)

Needham Community Revitalization

Brad White (term expires 6/30/2020)

Trust Fund Committee

CONSENT AGENDA

- 1. Approve a Special One Day All Alcoholic Beverages license request from Artie Crocker of New Year's Needham to hold its New Year's Needham Countdown party on December 31, 2017 from 9:15 p.m. to 12:15 a.m. in Powers Hall at Needham Town Hall.**
- 2. Accept a \$2,175 donation made to the Needham Park and Recreation Commission's Needham Accessible Reservoir Trail (NART) project from the Needham Golf Club.**
- 3. Approve and sign application for recertification as Tree City USA for 2018.**
- 4. Approve minutes of November 28, 2017, and December 5, 2017.**
- 5. Approve request from Village Club to extend operational hours on New Year's Eve for the Club (lower) portion only: Last call - 12:00 am; Members off premises - 12:30 am; and everyone (bartender) off premises - 1:00 am.**
- 6. Water and Sewer Abatement #1248**
- 7. Accept a \$100 donation made to the Needham Public Health Department's Traveling Meals Program from Hugh & Joan Sheridan, Needham residents.**

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

7:10 p.m. Public Hearing: Change of Manager - Great Plain Hospitality LLC d/b/a RFK Kitchen & Change of D/B/A
Francesco Melandri, Owner and Samantha Charpentier, proposed Manager appeared before the Board to discuss an application for a change in manager. A review indicates that Ms. Charpentier meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol. Additional filing material appears to be in order.

Ms. Charpentier told the Board of her work experience in the food industry and serving alcohol.

Ms. Cooley reminded Ms. Charpentier of Needham's status as a historically dry town.

Mr. Matthews acknowledged Mr. Melandri has worked hard to get the restaurant up and running. He told Ms. Charpentier the Town wants her to succeed, but that rules must be followed when serving alcohol.

Motion by Mr. Handel that (a) the Board of Selectmen approve and sign an application for a Change in Manager to Samantha Charpentier for Great Plain Hospitality d/b/a RFK Kitchen, 30 Dedham Avenue, Needham and to forward this application to the ABCC for approval; and b) Move that the Board of Selectmen approve and sign an Amendment Application for a Change of DBA and to forward application to the ABCC for approval.

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

Ms. Cooley invited public comment prior to the vote. No comments were heard.

7:14 p.m. Sira Naturals, Inc., (formerly Sage Cannabis, Inc.) Community Benefit Agreement Consultation:

Roy Cramer, Attorney, Michael Dundas, CEO, Sira Naturals, Inc., Amber Hill, proposed Manager, and Margot Blair, Manager, Sira Naturals, Cambridge facility appeared before the Board to discuss the proposed Manager of Sira Naturals, Inc. The medical marijuana facility to be located at 29-37 Franklin Street, as per section 6 (d) of the Community Benefit Agreement states that "The Operator agrees to consult with the Board of Selectmen at a public meeting prior to the initial and replacement hiring of manager of RFD facility."

Mr. Dundas said construction of the medical marijuana facility in Needham is approximately 80% complete, and he is hoping to be open for business in the beginning of the first quarter 2018. He introduced Amber Hill, proposed Manager who has been working with Sira Naturals, Inc. since May 2017. Mr. Dundas also introduced Margot Blair, Manager of Sage's Cambridge facility, as she may be called upon to serve temporarily as Manager of the Needham facility in the event of illness, vacation, etc.

Ms. Cooley asked for comment from the Board.

Mr. Bulian acknowledged that while the industry is new, it is similar to the alcohol industry. He commented as long as a stated full-time manager is approved by the Board of Selectmen, he does not need to know who will be covering due to sickness or vacation.

Mr. Matthews said it is good for the Board of Selectmen to get to know the people working in this new, highly regulated industry. He acknowledged the challenges and wished Mr. Dundas good luck.

Ms. Cooley thanked Mr. Cramer, Mr. Dundas, Ms. Hill, and Ms. Blair for coming before the Board and welcomed them to Needham.

7:24 p.m.

Human Resources Update - Employee Engagement:

Rachel Glisper, Director of Human Resources, Chuck Murphy-Romboletti, Assistant Director of Human Resources, Kristen Wright, Administrative Specialist, Park & Recreation, and Juanita Hearns, Retirement Administrator appeared before the Board with an update on the first year of the Employee Engagement program and projects currently in development.

Ms. Fitzpatrick commented Employee Engagement teams were created based on comments and data from a survey completed three years ago. She asked the presenters to talk about their involvement and future plans for the Employee Engagement process.

Mr. Murphy-Romboletti explained the results of the survey lead to the formation of three teams of employees developing strategies for improved communication, comprehensive onboarding of new employees, and enhanced training opportunities for all employees. A series of slides were viewed.

Ms. Wright explained her involvement as team leader of Professional Development and Training, and the development of the "U Drive" and management training plan. She commented on discussions at leadership meetings noting in particular, the solutions group for Standard Operating Procedures, working to ensure standard operating procedures across Town departments. Ms. Wright commented on the mentoring program, customer service training, and diversity, inclusion, and harassment training. Ms. Wright said she is also leader of the Employee Performance Evaluation group, explaining the importance of setting goals, peer reviews, and self-evaluations.

Ms. Glisper said as leader of the Succession Planning group, she is tasked with identifying and developing new leaders. She said her responsibility is to determine which positions require targeted training, licensure, or specialized skills, and designing a knowledge transfer program critical for employees with a leadership role. Ms. Glisper said she worked on creating the "new hire" orientation packet

welcoming new employees and enhancing their sense of connection and purpose within the larger organization, not just their new department. Ms. Glisper said the mission is to encourage employee retention and satisfaction.

Juanita Hearn said as leader of the Onboarding and Offboarding Solutions group she created a standard procedure for departments to follow, including a departmental checklist now posted (along with welcome packet information) on the common drive of the Town's website. She said ensuring a successful transition for new employees cuts down on the adjustment period, ultimately increasing productivity and job satisfaction. Ms. Hearn said the first six employees hired since implementation of Onboarding procedures all gave the Town nine out of ten points, except for one, who had not been onboarded. The new hire, she admitted, felt a bit disoriented during the first few critical days of employment. Ms. Hearn commented on the Offboarding checklist for departments to follow when an employee retires, separates service, receives a promotion, resigns, or dies.

Mr. Murphy-Romboletti thanked the Board for their time and for their support. He said he is proud of the work and that results show people are more engaged in creating their own solutions and being part of a changing culture.

Ms. Fitzpatrick said the teams worked on projects during the first year of their own choosing, and those they saw as most critical.

Ms. Cooley said a variety of items came forward from the survey, particularly around employee empowerment. She commented on the organizational work chart, and said the issues of onboarding and offboarding are huge. She thanked everyone for their work.

Mr. Handel said satisfied employees make for a good relationship with the public.

Mr. Bulian said it is imperative Town employees treat residents with respect, and as customers they want to keep.

Mr. Matthews said follow up is important and that he is impressed with the work.

7:45 p.m.

Director of Public Works:

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

1. Extinguish Sewer & Drain Easement - Clarke Circle to Brookside Road
Motion by Mr. Handel that the Board vote to approve and sign Order No. 2017-01 to extinguish a portion of a Sewer and Drain Easement at 103 Brookside Road.
Second: Mr. Bulian. Unanimously approved 4-0.
2. Sign Traffic Regulation for West Street

Motion by Mr. Handel that the Board vote to approve and sign the Notice of Traffic Regulation Permit #P17-12-19 for West Street, Time Limited in Designated Places, North side, from the westerly sideline of Hunnewell Street a point 300 feet west - 2 Hour Parking.

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

3. Snow and Ice Preview

Rhain Hoyland, Highway Superintendent presented an overview of Needham's Snow and Ice Program. He said the program is dedicated to public safety and commerce. Slides detailing Needham's preparation for snow events, four stages for dealing with a major snowstorm, snow reporting in Needham, and a map of sidewalk snowplow routes were shown.

Mr. Merson commented information on Needham's Snow and Ice Program can be found on the Town's website.

4. Donate Truck

Mr. Merson told the Board that on Sunday morning, December 10, 2017, following a snow fighting event that began the previous day and continued overnight, and after the crews had left for home, the Sandisfield, MA highway garage suffered a devastating fire that destroyed the highway garage and the entire fleet of five (5) vehicles. On Wednesday, December 13, 2017, Baystate Roads, the Technology Transfer Center for the Commonwealth of Massachusetts sent a blast email to all cities & towns to make everyone aware of the situation. He said DPW staff quickly informed the Director of an opportunity to assist and set the process in motion regarding making a donation of a recently replaced piece of snow fighting equipment. Mr. Merson asked the Board to approve the donation of dump truck, plow, and spreader to the Town of Sandisfield.

Motion by Mr. Handel that the Board of Selectmen designates DPW Unit #866, 2007 Ford F550, 4x6 Dump Truck with Fisher Plow and Stainless Steel Material Spreader for donation.

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

5. Downtown Infrastructure Improvement Update

Mr. Merson updated the Board on outstanding punch list items relative to the traffic system activation. He said the Town continues working on a small list of items and is hopeful for completion very shortly.

8:10 p.m.

FY2017 Financial Audit:

Dave Davison, ATM/Finance Director and Scott C. McIntire, CPA, Melanson & Heath & Company, P.C. updated the Board on the recently completed audit of the Town's general purpose financial statements for FY2017 and their recommendations.

Mr. Davison said he is happy to report the audit has been completed within 180 days of the close of the fiscal year. He commented the governance letter from Melanson & Heath indicates there are no areas of concern requiring special attention, however some recommendations the Town should be addressing include staff resources, process, a timing issue, and developing written policies relative to expenditures of federal funds.

Mr. McIntire said the audit of the June 30, 2017 financial statements are clean and in accordance with generally accepted accounting principles for local government in the United States. Mr. McIntire said the audit went very well, with key accounts being reconciled on a timely basis. He said audit standards require him to communicate to the Board accounting estimates that may exist ie. net pension liability and net OPEB asset. He said FY2017 as a whole represented the third year of GASB, in which the financial statements have presented a net pension liability. He said the net pension liability used to be in the back of the financial statement, but is now presented on the face of the long term prospective balance sheet. He said FY 2017 also represents the first year of another new and significant accounting standard, known as GASB 74, dealing with net OPEB liability.

Mr. McIntire reviewed the opinion on pages 1-3, followed by management's discussion and analysis on pages 4-19. He focused on pages 20 and 21 which is the Long Term Prospective Financial Statements. He commented on the net pension liability balance as of June 30, 2017 of just over \$64,000,000 (up approximately \$4,000,000 from the prior year.) Mr. McIntire said the increase is because the Town lowered its discount rate/expected future earnings for the plan. He commented on the OPEB asset account balance as of June 30, 2017 of approximately \$2,300,000, indicating the Town contributed more to the plan as of June 30, 2017 than the actuarially determined contribution required. Mr. McIntire said the number will look very different next year, as the current actuarial required contribution will disappear after FY2017, and in FY2018 will be far more consistent with the net pension liability, and will become part of the long term prospective balance sheet. Mr. McIntire referred to page 22 of the report focusing on the governmental funds balance sheet. Discussion ensued on current assets and current liabilities. He said the Unassigned Fund Balance as of June 30, 2017 is \$19,434,000, a figure most readers will focus on, is down slightly (\$1.3 million) from the prior year, and represents approximately 14% of general fund expenditures. He commented Needham is in "good company" with communities similarly rated. He noted the Assigned Fund Balance of approximately \$12.7 million, representing predominantly the amount of Certified Free Cash being used for FY2018, and a committed fund balance of approximately \$12.7 million, mostly Stabilization Accounts, and a small restricted fund balance for future debt service costs. Mr. McIntire referred to page 26, the Budget and Actual Comparative page of the General Fund. He noted revenues came in roughly \$6.1 million greater than anticipated for FY2017, mostly due to licensing and permitting. He commented total expenditures are just over \$4 million, down slightly from the prior year and other financing sources such as Free Cash and what is was used for. Mr. McIntire

commented collectively the positive revenue performance and positive expenditure performance lead to positive budgetary operations of approximately \$3.4 million. Mr. McIntire noted solid and consistent Enterprise Funds. He referred to the Management Letter containing recommendations on two follow-up issues from the prior year and two current year issues. He asked whether the Board had any questions.

Mr. Borrelli noted the hard work by the Finance Director and team Needham, all who work together. He noted OPEB, asking where Needham stands compared to other communities? Mr. McIntire said Needham has been addressing the liability for a number of years, putting reserves in the trust fund to help mitigate the larger, total OPEB liability. Mr. Davison said it is important to note the Town is following a funding schedule to actuarially eliminate the liability.

The Board thanked Mr. Davison, staff, and Mr. McIntire for their work.

8:35 p.m.

Town Manager:

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

1. FY2019-2023 Capital Improvement Plan

Motion by Mr. Handel that the Board approve the FY2019-2023 Capital Improvement Plan for transmittal to the Finance Committee.

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

2. FY2019 Budget Consultation: Best Practices & Budget Priorities

Ms. Fitzpatrick recommended that the Board approve the fiscal year 2019 statement of best practices and budget priorities.

Motion by Mr. Handel that the Board vote to approve the fiscal year 2019 statement of best practices and budgeting priorities.

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

3. Committee Reports

No Committee Reports were made.

8:45 p.m.

Executive Session: (Exception 3)

Motion by Ms. Cooley 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.

Second: Mr. Handel. 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 9:15 p.m.



For Calendar Year: 2018

TOWN OF NEEDHAM

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN
JAN -3 P 12:54

APPLICATION FOR LICENSE FOR PUBLIC ENTERTAINMENT ON SUNDAY

The undersigned hereby applies for a License for Public Entertainment on Sunday in accordance with the provisions of the statutes relating thereto:

Name of Establishment: MASAWA ART

Applicant (must be an individual): _____

If Business is a Corporation / Corporate Name and Officers: Sai Restaurant, Inc.

If Business is not a Corporation, Name of Owner: _____

Address of Establishment: 990 Great Plain Avenue, Needham

Mailing Address: "Same" Telephone Number: (617) 230-2100

Email Address: VINODKAPoor 1@gmail.com Fax Number: (781) 863-8907

Describe the type of entertainment at your Establishment: Kereorke, Cassette music/CD
Music/Pandora/TVS - 5 Showing sports/News etc.

The entertainment above mentioned is to be in keeping with the character of the Lord's Day and not inconsistent with its due observance.

No change to be made in the program without permission of the authorities granting and approving the license.

Signature of Applicant: [Signature] President Date: 01.03.18
Sai Restaurant, Inc. d/b/a Masawa Art.

A certificate of insurance showing evidence that the applicant has workers' compensation insurance must be included with this completed application.

Pursuant to M.G.L. Ch. 62C, Sec. 49A:

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Signature of Applicant (Mandatory): [Signature]

By Corporate Officer (If applicable): VINOD KAPOOR President Sai Restaurant Inc.

06-164-3522

01.03.2018.

~~Either a Social Security Number~~
~~Or Federal Identification Number~~
Must Be Supplied

Date (required)

This License will not be issued unless this certification clause is signed by the applicant.

Town of Needham
Water Sewer Billing System
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

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

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

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

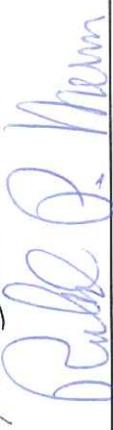
Water Sales:	-\$102.90
Water Irrigation:	\$0.00
Water Admin Fees	\$0.00
Sewer Sales:	-\$286.56
Transfer Station Charges:	\$0.00
Total Abatement:	-\$389.46

Order #: 1249

Read and Approved:


Assistant Director of Public Works

1/4/18


Director of Public Works

1/4/18

For the Board of Selectmen

Date: 1/9/18

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

Prepared By: JO Council on Aging (1)

Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read
											Y/N
						\$0.00	-\$102.90	-\$286.56	-\$389.46	COA	N

Total: -\$389.46

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

Legend:

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