

SELECT BOARD
6:00 p.m. May 12, 2020
Needham Town Hall
Agenda

Under Governor Baker’s emergency “Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20”, issued March 12, 2020 and in effect until termination of the emergency, meetings of public bodies may be conducted virtually provided that adequate access is provided to the public.

To listen and view this virtual meeting on a phone, computer, laptop, or tablet, download the “Zoom Cloud Meeting” app in any app store or at www.zoom.us. At the above date and time, click on “Join a Meeting” and enter the meeting 881 229 04309 or click the link below to join the webinar: <https://us02web.zoom.us/j/88122904309>.

1.	6:00	National Public Works Week Proclamation
2.	6:00	Public Hearings: Eversource Grant of Locations for South Street and Hunnewell Street <ul style="list-style-type: none"> • Maureen Carroll, Eversource Energy Representative
3.	6:05	Continue Community Stormwater Mitigation Assessment Public Hearing (from 4/14/2020) Cancelled
4.	6:05	Continue Public Hearing – Transfer of All Alcoholic Beverages License: Spiga LLC d/b/a Spiga located at 18 Highland Circle (from 3/24/2020)
5.	6:05	State Budget Update <ul style="list-style-type: none"> • Representative Denise Garlick
6.	6:25	Annual Town Meeting/Citizens’ Petition- Household Waste Disposal <ul style="list-style-type: none"> • Joe Leghorn
7.	6:45	COVID-19 Update <ul style="list-style-type: none"> • Tim McDonald, Director of Public Health • Tiffany Zike, Public Health Nurse
8.	7:10	Budget Update <ul style="list-style-type: none"> • Dave Davison, Assistant Town Manager/Director of Finance
9.	7:30	Town Manager <ul style="list-style-type: none"> • Positions on Warrant Articles • Approve Memorandum of Agreement – Needham Fire Union • Town Manager’s Report
10.	8:00	Board Discussion <ul style="list-style-type: none"> • Committee Reports

CONSENT AGENDA *=Backup attached

1.	Accept donation of 4,200 KN95 masks with 1,200 earmarked for Beth Israel Deaconess Medical Center in Needham; and 400 tyvek suits with 100 earmarked for Beth Israel Deaconess Medical Center in Needham from the City of Daxing, China.
2.	Approve display of 2020 Graduation Banner on Town Hall.
3.*	Water and Sewer Abatement Order #1290
4.	Accept the following gifts received by the Needham Public Library for the period of January 1, 2020 to April 30, 2020: Faith Crisley donated the children's book, <i>Henry Hikes to Fitchburg</i> by D.B. Johnson in memory of her mother Greta Crisley (\$15.00); Ellen Fisher gave the Children's Room four Junie B. Jones books (\$4.99 each); Tom Harkins donated the puzzle <i>Beers of New England</i> (\$16.00); Michael Gottesman gave the library a copy of the CD <i>Madonna – Madame X</i> (\$10.00); Matthew and Greta Geist made a "thank you" donation of \$15.00 in honor of Children's Assistant Carolin Davis; Joanne Neale donated several toys for the STEAM Room (\$300.00); Sumner N. Milender gave the library a copy of <i>The Wizard War: British Scientific Intelligence 1939-1945</i> by R.V. Jones (\$12.95); Ellen Knizeski made a donation in memory of her father, Bernie Ford (\$150); Thomas M. Kane donated a copy of his new book, <i>The Witches of Crannock Dale, Book One: Mara of the League</i> (\$12.00); Author Andy Havens gave the library copies of books One, Two, and Three of his <i>The Side Ways</i> series: <i>Awake</i> (\$10.00), <i>Aware</i> (\$12.00), <i>Again</i> (\$14.00); Tom Keating donated a copy of his books, <i>Yesterday's Soldier: A Passage from Prayer to the Vietnam War</i> (\$16.99); Janet Krawiecki gave the library a copy of Ann Patchett's new book, <i>The Dutch House</i> (\$27.99); Cathy and Barbara Collishaw made a donation in memory of Lean Rose Piccioli (\$36.00); Linda DeFruscio-Robinson gave the library a copy of her books, <i>Transgender Profiles: Time for a change</i> (\$24.95); and Storytime Crafts donated an autographed copy of <i>Danny Dollar Millionaire Extraordinaire: The Lemonade Escapade</i> by Ty Allan Jackson to the Children's Department (\$7.95).
5.*	Approve a 20B Exemption for Rana Mana-Doerfer who is an employee at the Department of Public Works as a Department Specialist to engage in work with the Design and Review Board as a Recording Secretary.
6.	Accept the following donation made to the Needham Health Division's COVID-19 fund: \$40 from Barbara Ryan, a Needham resident.
7.	Accept the following donation made to the Needham Health Division's Traveling Meals program: \$500 from Richard Sanders, a Needham resident.
8.	Accept the following donation made to the Needham Health Division's Gift of Warmth Fund: \$150 from Appleton Adams, a Needham resident.
9.*	Approve open session minutes from April 9, 2020 and April 28, 2020.



TOWN OF NEEDHAM RESOLUTION
IN RECOGNITION OF
NATIONAL PUBLIC WORKS WEEK

“The Rhythm of Public Works”

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Needham Massachusetts; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in the Town of Needham to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2020 marks the 60th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, we, the Select Board, do hereby designate the week May 17 – 23, 2020 as National Public Works Week; we urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, we have hereunto set our hand and caused the Seal of the Town of Needham to be affixed this Twelfth day of May 2020.

Maurice P. Handel, Chair

[INSERT OFFICIAL SEAL]

Matthew Borrelli, Vice Chair

Marianne B. Cooley, Clerk

Daniel P. Matthews

John A. Bulian



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/12/2020

Agenda Item	Public Hearing: Eversource Energy Grant of Location –South Street
Presenter(s)	Maureen Carroll, Eversource Energy Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>Eversource Energy requests permission to relocate two (2) poles on South Street. This work is necessary to provide underground transmission upgrades on South Street, Needham, MA.</p> <p>The Department of Public Works has approved this petition, based on Eversource Energy’s commitment to adhere to the Town’s regulation that all conduit installed must be 3” schedule 40 minimum; and, that when buried, the conduit must be placed at 24” below grade to the top of the conduit.</p>	
2.	VOTE REQUIRED BY SELECT BOARD
<p><u>Suggested Motion:</u></p> <p>Move that the Select Board approve and sign a petition from Eversource Energy to relocate two (2) poles on South Street. This work is necessary to provide underground transmission upgrades on South Street, Needham, MA.</p>	
3.	BACK UP INFORMATION ATTACHED
<p>(Describe backup below)</p> <ul style="list-style-type: none">a. Letter of Applicationb. Petitionc. Orderd. Petition Planse. Notice Sent to Abuttersf. List of Abuttersg. Photos	



200 Calvary Street
Waltham, Ma 02453

March 24, 2020

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: South Street
Needham, MA
W/O #2384906

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to relocate two (2) poles on South Street.

This work is being done for underground transmission upgrades.

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

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

okay to proceed
tar
4/24/20

RMS/kj
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY
FOR ALTERATION OF LOCATION FOR EXISTING POLES**

Town of **Needham**, Massachusetts

Respectfully represent **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** subject to Chapter 166 of the General Laws (Ter. Ed.), that they have heretofore received a grant of joint or identical location for, and have erected or constructed, a line consisting of wires, poles and such other fixtures as may be necessary to sustain or protect the wires of the line, upon, along and across the public way or ways hereinafter specified, and that it is desirable that the location of certain of said poles be altered.

WHEREFORE, your petitioners pray that after due notice and hearing as provided by law the Select Board may by Order grant an alteration in the location of said existing poles so that hereafter said poles, together with such other fixtures as may be necessary to sustain or protect the wires of the line, shall be located, substantially as shown on the plan made by **A. Debenedictis** dated **March 19, 2020**, and filed herewith upon, along and across the following public way or ways of said Town:

South Street - Southerly side, approximately 187 feet west of Livingston Circle

**Install one (1) pole # 12/34
Remove one (1) pole #12/34**

South Street - Southerly side, approximately 36 feet west of Livingston Circle

**Install one (1) pole #12/33
Remove one (1) pole #12/33**

W/O #2384906

Your petitioner agrees to reserve space for one crossarm at a suitable point on each of said poles for the telephone, fire and police signal wires owned by the Town and used for municipal purposes.

**NSTAR ELECTRIC COMPANY
DbA EVERSOURCE ENERGY**

By: Richard M. Schifone
Richard M. Schifone, Supervisor
Rights & Permits

Dated this 24th day March 2020

Town of **NEEDHAM**, Massachusetts.

Received and filed _____

**ORDER FOR ALTERATION OF LOCATION
FOR EXISTING POLES**

TOWN OF NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** has heretofore been granted a location for, and have erected or constructed, a line consisting of wires, poles and other such fixtures as may be necessary to sustain or protect the wires of the line upon, along and across the public way or ways hereinafter specified, and have petitioned for an alteration in the location of certain said poles.

It is **DIRECTED** that the location heretofore granted for said poles be altered so that hereafter said poles shall be located, substantially as shown on the plan made by **A. Debenedictis, dated, March 19, 2020**, on file with said petition for alteration in the location, upon, along and across the following public way or ways of said Town:

South Street - Southerly side, approximately 187 feet west of Livingston Circle

**Install one (1) pole #12/34
Remove one (1) pole #12/34**

South Street - Southerly side approximately 36 feet west of Livingston Circle

**Install one (1) pole #12/33
Remove one (1) pole #12/33**

W/O #2384906

All construction work under this Order shall be in accordance with the following conditions:
Poles shall be of sound timber and located as shown on said plan. There may be attached to said poles by **NSTAR ELECTRIC dba EVERSOURCE ENERGY**, wires and cables necessary for the conduct of its business. All such wires and cables shall be placed at a height of not less than twenty feet from the ground.

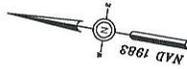
1	_____	
2	_____	Select Board
3	_____	the Town of
4	_____	NEEDHAM
5	_____	

CERTIFICATE

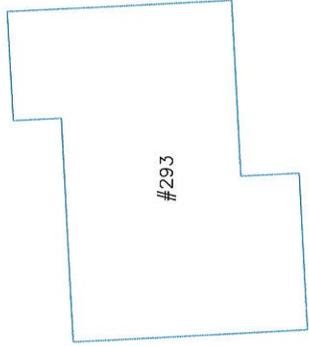
I hereby certify that the foregoing is a true copy of the Order of the **Select Board** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2020 and recorded with the records of location Orders of said Town, Book _____, Page _____.

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

N:\SHARED\cmpr-120\CMAGEBASE\IN\REV\REV SOUTH ST.dwg



#500 DEDHAM AVE.



LIVINGSTON CIR
JO-VZ
363/1

APPROX. P/L

P12/34-1X
NEW STUB POLE
WITH ANCHOR

APPROX. R.O.W.

APPROX. R.O.W.

EDGE OF ROAD

TEL 12/4993

TEL 12/4996

APPROX. R.O.W.

EDGE OF ROAD

(OLD)
ES
12/34

(OLD)
ES
12/33

(NEW)
ES
12/33

SOUTH ST

EDGE OF ROAD

(NEW)
ES
12/34

34' ±

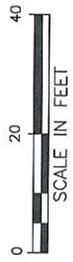
81' ±

36' ±

EDGE OF ROAD

APPROX. R.O.W.

#0 DEDHAM AVE.



SCALE IN FEET

<p>BY USE OF THE INFORMATION CONTAINED HEREIN, THE USER ASSUMES ALL LIABILITY TO MAINTAIN THE ACCURACY OF ANY AND ALL DATA, AND TO OBTAIN NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR ANY AND ALL DAMAGES, LOSSES, AND EXPENSES, INCLUDING ATTORNEY'S FEES, ARISING FROM THE USE OF THIS INFORMATION, OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW. THE USER SHALL BE RESPONSIBLE FOR ANY AND ALL DAMAGES, LOSSES, AND EXPENSES, INCLUDING ATTORNEY'S FEES, ARISING FROM THE USE OF THIS INFORMATION, OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW. THE USER SHALL BE RESPONSIBLE FOR ANY AND ALL DAMAGES, LOSSES, AND EXPENSES, INCLUDING ATTORNEY'S FEES, ARISING FROM THE USE OF THIS INFORMATION, OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW.</p>	
Proposed pole locations shown thus	⊕
Pole locations to be abandoned, shown thus	○
Proposed Anchor Guy shown thus	T
Proposed Hip Guy shown thus	T
Proposed Underground location shown thus	⊖
Proposed Push Brace shown thus	⊕
Existing Pole location shown thus	●
C#	
Ward #	
Work Order #	238496
Surveyed by	SC/JC
Research by	SC
Plotted by	LM
Proposed Structures	JF
Approved	A. DEBENEDECTIS
Scale	1"=20'
Date	MARCH 19, 2020
SHEET	T of 1

NESTAR EVERSOURCE
distributing utility
100 SOUTH STREET
NEEDHAM, MASS. 02459

Plan of SOUTH STREET
NEEDHAM

Showing PROPOSED POLE RELOCATIONS



Under Governor Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20," issued March 12, 2020 and in effect until termination of the emergency, meeting of public bodies may be conducted virtually provided that adequate access is provided to the public.

The Select Board will hold this public hearing as part of its virtual meeting on Tuesday, May 12, 2020 at 6:00 p.m. No in-person meeting will take place at the Needham Town Hall, 1471 Highland Avenue, Needham, MA.

To listen, view and participate in this virtual meeting on your phone, computer, laptop, or tablet, download the "Zoom Cloud Meeting" app in any app store or at www.zoom.us. Zoom meeting ID information will be posted on the Select Board's agenda at www.needhamma.gov on May 8, 2020, alternatively you may call 781-455-7500 ext. 204.

NOTICE

To the Record

You are hereby notified that a virtual public hearing will be held **at 6:00 p.m. on May 12, 2020** upon petition of Eversource Energy dated **March 24, 2020** to relocate two (2) poles on South Street. This work is necessary to provide underground transmission upgrades on South Street, Needham MA.

A public hearing is required and abutters should be notified.

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

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

SELECT BOARD

Dated: May 1, 2020

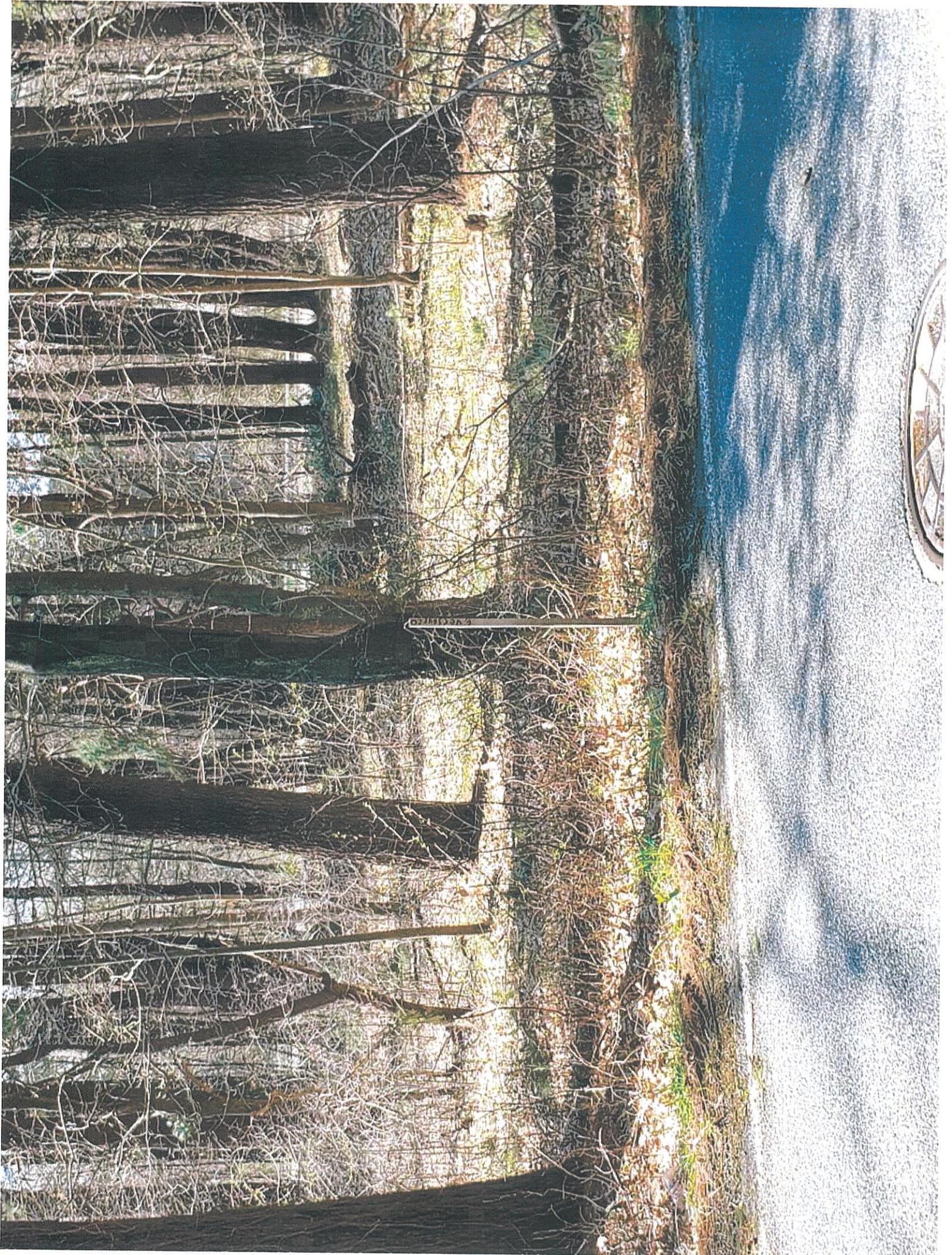
SOUTH STREET

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP	PARCEL ID	PROPERTY ADDRESS
ANDERSON, ROBERT F. & MARIE TRS.	ANDERSON REALTY TRUST	279 SOUTH ST	NEEDHAM	MA	02492	1990100004200000	279 SOUTH ST
SILVER, JONATHAN S. & WALSH, PETER T. + KLEMM, DAVID	SILVER, WENDY B. WALSH, JEANNE M.	153 LIVINGSTON CIR 8 EDGEWATER DR	NEEDHAM	MA	02492	1990100006200000	153 LIVINGSTON CIR 8 EDGEWATER DR
SEGEL, JAMES W. & IRWIN, DANIEL P. TR. & TOWN OF NEEDHAM	SEGEL, MIRIAM WISHNER IRWIN, SHEILA M. HOWARD TR	20 EDGEWATER DR 30 EDGEWATER DR 351 SOUTH ST	NEEDHAM	MA	02494	1992010000100000 1992010000200000 1992010000300000	20 EDGEWATER DR 30 EDGEWATER DR 351 SOUTH ST
TOWN OF NEEDHAM		1471 HIGHLAND AVE	NEEDHAM	MA	02492	1993020000100000	0 SOUTH ST
TOWN OF NEEDHAM		1471 HIGHLAND AVE	NEEDHAM	MA	02492	1993020000200000	0 DEDHAM AVE
TOWN OF NEEDHAM		1471 HIGHLAND AVE	NEEDHAM	MA	02492	1993020000300000	500 DEDHAM AVE

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











**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/12/2020

Agenda Item	Public Hearing: Eversource Energy Grant of Location – Hunnewell Street
Presenter(s)	Maureen Carroll, Eversource Energy Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>Eversource Energy requests permission to install approximately 8 feet of conduit in Hunnewell Street. This work is necessary to provide underground electric service to 262 Hunnewell Street, Needham, MA.</p> <p>The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.</p>	
2.	VOTE REQUIRED BY SELECT BOARD
<p><u>Suggested Motion:</u></p> <p>Move that the Select Board approve and sign a petition from Eversource Energy to install approximately 8 feet of conduit in Hunnewell Street. This work is necessary to provide underground electric service to 262 Hunnewell Street, Needham, MA.</p>	
3.	BACK UP INFORMATION ATTACHED
<p>(Describe backup below)</p> <ul style="list-style-type: none">a. Letter of Applicationb. Petitionc. Orderd. Petition Planse. Notice Sent to Abuttersf. List of Abuttersg. Photos	



200 Calvary Street
Waltham, Ma 02453

April 20, 2020

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: 262 Hunnewell Street
Needham, MA
W/O #2366545

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 8 feet of conduit in Hunnewell Street.

The reason for this work is to provide underground electric service to 262 Hunnewell Street.

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

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/kj
Attachments

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

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

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

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis, Dated April 18, 2020** and filed herewith, under the following public way or ways of said Town:

**Hunnewell Street - Northeasterly from pole 33/31, approximately
56 feet southeast of Castano Court, a distance of
8 ± feet - conduit**

W/O #2366545

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

By: *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this 20th day of April, 2020

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2020

okay to proceed
4/23/20
tar

**ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM**

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

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

**Hunnewell Street - Northeasterly from pole 33/31, approximately
56 feet southeast of Castano Court, a distance of
8 ± feet - conduit**

W/O #2366545

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

1. Conduits and manholes shall be located as shown on the plan made by **A. Debenedictis, Dated April 18, 2020** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Select Board or such officer or officers as it may appoint to supervise the work.

1 _____
2 _____
3 _____
4 _____
5 _____

Select Board
the Town of
NEEDHAM

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2020 at _____ in said Town.

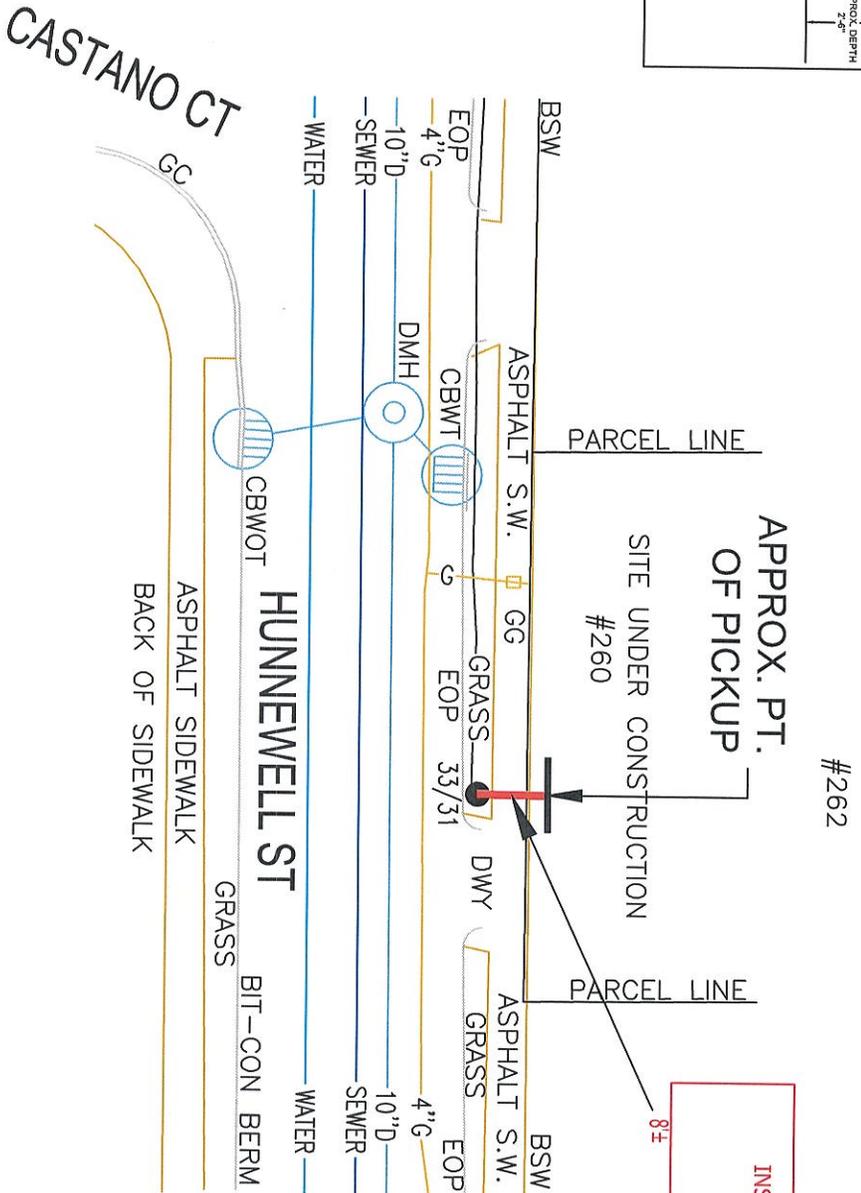
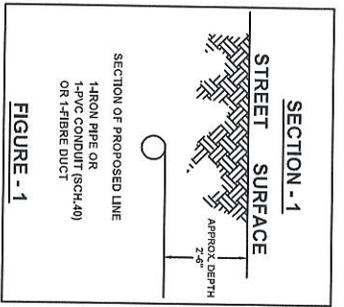
1 _____
2 _____
3 _____
4 _____
5 _____

Select Board
the Town of
NEEDHAM

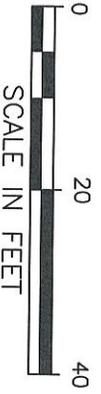
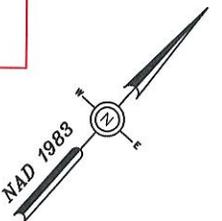
CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Select Board** of the Town of **NEEDHAM**, Massachusetts, duly adopted on the _____ day of _____, 2020 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

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



INSTALL 1 - 3" PVC PIPE
SCHEDULE 40
NO CONCRETE

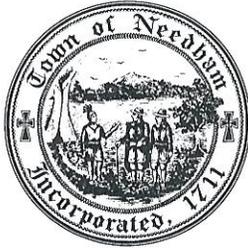


BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR DAMAGE OF ANY KIND OR KINDS, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE INFORMATION TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU AGREE TO HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR DAMAGE. THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION. OTHER EXPRESSED OR IMPLIED, UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

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

C# 82-20	 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Ward #	
Work Order # 2366545	
Surveyed by: JC/BP	
Research by: SC/JC	Plan of
Plotted by: BP	HUNNEWELL STREET NEEDHAM
Proposed Structures: TL	Showing
Approved: A DEBENEDICTIS	Scale
P#	1" = 20'
	1 of 1
	Date
	4/18/2020
	SHEET
	1 of 1



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NOTICE

To the Record

You are hereby notified that a virtual public hearing will be held at **6:00 p.m. on May 12, 2020** upon petition of Eversource Energy dated **April 20, 2020** to install approximately 8 feet of conduit in Hunnewell Street. This work is necessary to provide underground electric service to 262 Hunnewell Street, Needham MA.

A public hearing is required and abutters should be notified.

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

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

SELECT BOARD

Dated: May 1, 2020

260 HUNNEWELL STREET

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP	PARCEL ID	PROPERTY ADDRESS
REBRY, EDWARD & SALAMONE, DON	REBRY, NATALIA	270 HUNNEWELL ST	NEEDHAM HTS	MA	02494	1990960000200000	270 HUNNEWELL ST
SAGI, MOSHE		264 HUNNEWELL ST	NEEDHAM	MA	02494	1990960000302640	264 HUNNEWELL ST
HUFF, ROGER W. & CHEN, AMY Y., TRUSTEE	HUFF, JEAN K.	266 HUNNEWELL ST	NEEDHAM	MA	02492	1990960000302660	266 HUNNEWELL ST
BEAUDOIN, JANET M.		260 HUNNEWELL ST	NEEDHAM HTS	MA	02494	1990960000400000	260 HUNNEWELL ST
COTE, STEPHEN F. & BUTANEY, RANJAN & BAY AREA HOUSING LLC	COTE, MARY K. BUTANEY, COLLEEN	57 MAY ST	NEEDHAM	MA	02492	1990960000500000	252 HUNNEWELL ST
DORIZOE LIFESCENCE LLC		110 PINE GROVE ST	NEEDHAM HTS	MA	02494	19909600003700000	110 PINE GROVE ST
LAM, PETER C &	LAM, AMY C	104 PINE GROVE ST	NEEDHAM HTS	MA	02494	19909600003800000	104 PINE GROVE ST
		100 PINE GROVE ST	NEEDHAM	MA	02494	19909600003900000	100 PINE GROVE ST
		245 HUNNEWELL ST	NEEDHAM	MA	02494	199098000001000010	245 HUNNEWELL ST
		263 HUNNEWELL ST	NEEDHAM	MA	02494	199098000002000020	263 HUNNEWELL ST
		267 HUNNEWELL ST	NEEDHAM HTS	MA	02494	199098000003000000	267 HUNNEWELL ST

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




COMING SOON KELLER WILLIAMS

Keller Williams
Kaufman Realty Team
krt@kaufmanrealty.com

CLAY KAUFMAN
817-721-0705







**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

**MEETING DATE: 03/24/2020
Continued to: 5/12/2020**

Agenda Item	Public Hearing – Transfer of All Alcoholic Beverages License Spiga LLC d/b/a Spiga located at 18 Highland Circle
Presenter(s)	Stephen Miller, Attorney Marisa Iocco, Proposed Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	<p><i>This hearing was originally scheduled for 3.24.2020 and due to COVID-19 was rescheduled until 5/12/2020.</i></p> <p>Attorney Stephen Miller is requesting a Transfer of License, Change in Manager and Change of Ownership Interest from Spiga LLC d/b/a Spiga, a restaurant with a license to serve All Alcoholic beverages at 18 Highland Circle. The new proposed manager will be Marisa Iocco.</p> <p>This is a public hearing and has been advertised in the Needham Times February 27, 2020. Due to COVID-19 social distancing, the applicants will not be attending the hearing.</p> <p>It is requested that the Select Board open and continue this hearing to its meeting of June 9, 2020.</p>
2.	VOTE REQUIRED BY SELECT BOARD
	<p>Suggested Motion: That the Select Board vote to continue this hearing to its June 9, 2020 meeting.</p>
3.	BACK UP INFORMATION ATTACHED
	<p>None. Note that the complete application is on file in the Office of the Town Manager and will be distributed before the June 9th meeting.</p>



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

MEETING DATE: 5/12/2020

Agenda Item	Update on the FY2021 State Budget
Presenter(s)	Representative Denise Garlick

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Representative Denise Garlick will provide the Board with an update on preliminary projections for the FY2021 State Budget.	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
Discussion Only.	
3.	BACK UP INFORMATION ATTACHED
Back up to be provided under separate cover.	



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/12/2020

Agenda Item	Citizens' Petition – Household Waste Disposal
Presenter(s)	Joe Leghorn

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	Mr. Leghorn will provide the Board with information about his citizens' petition – Article 31 in the 2020 Annual Town Meeting Warrant.
2.	VOTE REQUIRED BY SELECT BOARD
3.	BACK UP INFORMATION ATTACHED
	a. Annual Town Meeting Warrant provided under separate Cover



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/12/2020

Agenda Item	COVID-19 Update
Presenter(s)	Tim McDonald, Director of Health & Human Services Tiffany Zike, Public Health Nurse

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>Mr. McDonald and Ms. Zike will provide the Select Board with an update on the Town's response to the COVID-19 pandemic.</p>	
2.	VOTE REQUIRED BY SELECT BOARD
<p><i>Discussion Only.</i></p>	
3.	BACK UP INFORMATION ATTACHED



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

MEETING DATE: 5/12/2020

Agenda Item	Update on the FY2021 State Budget
Presenter(s)	David Davison, Assistant Town Manager/Finance Director

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
Mr. Davison will provide the Board with an update on FY2020 and FY2021 planning.	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
Discussion Only.	
3.	BACK UP INFORMATION ATTACHED



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/12/2020

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

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>The Board will review articles on the Annual Town Meeting Warrant and the Special Town Meeting.</p>	
2.	VOTE REQUIRED BY SELECT BOARD
<p><i>Suggested Motion:</i> That the Board vote to support (not to support) article _____ in the Annual Town Meeting Warrant and vote to support (not to support) article _____ in the Special Town Meeting Warrant.</p>	
3.	BACK UP INFORMATION ATTACHED
<p>a. Final Warrant provided under separate cover b. Status of Articles as of 5.8.2020</p>	

Status of Articles 5.8.2020

#	Article	Status	BOS Position	FC Position	BOS	FC	CPC	Planning
1	Annual Town Election							
2	Committee and Officer Reports							
3	Establish Elected Officials' Salaries			RATM				
4	Fund Collective Bargaining Agreement – Needham Police Union			RATM				
5	Fund Collective Bargaining Agreement – Needham Police Superior Officers Association			RATM				
6	Fund Collective Bargaining Agreement – Needham Fire Union			RATM				
7	Appropriate for Needham Property Tax Assistance Program			RATM				
8	Appropriate for Compensated Absences Fund			RATM				
9	Appropriate for Public Facilities Maintenance Program			Adopt				
10	Appropriate for Planning Consulting Assistance			RATM				
11	Appropriate for Parking Study			RATM				
12	Appropriate for Public Health Consulting Assistance			RATM				
13	Appropriate for National Pollutant Discharge Elimination System (NPDES) Permit Compliance			Adopt				
14	Appropriate the FY2021 Operating Budget			Adopt				
15	Appropriate the FY2021 Sewer Enterprise Fund Budget			Adopt				
16	Appropriate the FY2021 Water Enterprise Fund Budget			Adopt				
17	Set the Annual Department Revolving Fund Spending Limits			Adopt				
18	Authorization to Expend State Funds for Public Ways			Adopt				

Status of Articles 5.8.2020

#	Article	Status	BOS Position	FC Position	BOS	FC	CPC	Planning
19	Citizen's Petition/Amend Zoning By-Law – Pediatric Medical Facility in New England Business Center District			RATM				
20	Citizen's Petition/Amend Zoning By-Law – Map Change to General Residence B Zoning District			RATM				
21	Appropriate for General Fund Cash Capital			RATM				
22	Appropriate for Public Works Infrastructure	Withdraw?		Adopt				
23	Appropriate for Mitchell School Restroom Upgrades			Adopt				
24	Appropriate for Sewer Enterprise Fund Cash Capital			Adopt				
25	Appropriate for Water Enterprise Fund Cash Capital			Adopt				
26	Stormwater Stabilization Fund	Withdraw?		RATM				
27	Acceptance of Provisions of M.G.L. Chapter 41 Section 111f – Special Injury Leave Indemnity Fund			RATM				
28	Foster Care Transportation Reimbursement			RATM				
29	Special Education Stabilization Fund			RATM				
30	Amend General By-Law – Authorize Town Clerk to Ensure Consistency in Numbering			RATM				
31	Citizens' Petition – Storage of Receptacles Used for Household Waste Disposal Pickup at Residential Properties by Commercial Vendors			RATM				
32	Citizens' Petition Sewer Line Extension			RATM				
33	Omnibus							
	STM							

Status of Articles 5.8.2020

#	Article	Status	BOS Position	FC Position	BOS	FC	CPC	Planning
1	Appropriate for Traffic Consulting & Engineering			RATM				
2	Amend the FY2020 Operating Budget			RATM				
3	Appropriate for Payment of Unpaid Bills of Prior Years			RATM				



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

MEETING DATE: 5/12/2020

Agenda Item	Memorandum of Agreement with Needham Fire Union Local 1706 for Fiscal Year 2020
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
	<p>The Town Manager will recommend that the Board approve and sign the Memorandum of Agreement with the Needham Fire Union Local 1706. The Agreement is for a one-year contract extension with a wage adjustment of 2% on July 1, 2019 and 1% on January 1, 2020, an increase in the detail rate, and minor language changes.</p>
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
	<p><i>Suggested Motion:</i> That the Board approve and sign the MOA between the Town of Needham and the Needham Fire Union Local 1706 for fiscal year 2020.</p>
3.	BACK UP INFORMATION ATTACHED
	<p>a. MOA between the Town and the Needham Fire Union, Local 1706.</p>

**Memorandum of Agreement
Fiscal Year 2020**

Agreement is hereby made this 4th day of May, 2020 by and between the Town of Needham (hereinafter the "Town") and the Needham Firefighters Local 1706 Units A and C (hereinafter the "Union"). Except as expressly set forth herein, all provisions of the collective bargaining agreement between the Town and the Union, which by its terms is in effect through June 30, 2019, remain in full force and effect.

1. The term of the Agreement shall be July 1, 2019 through June 30, 2020.
2. All Base Wages contained in Article 25 (Unit A) and Article 21 (Unit C) shall be increased by 2% effective July 1, 2019 and 1% effective January 1, 2020.
3. The term "Board of Selectmen" will be changed "Select Board" wherever it occurs, and all time-dated language will be updated.
4. Article 2, Union Security and Dues Deduction (Units A & C), will be amended as follows:

**ARTICLE 2
UNION SECURITY - DUES DEDUCTION**

Section 1. The Town agrees not to discharge or discriminate in any way against employees covered by this Agreement on account of Union membership or lawful Union activities. Representation by Local 1706 in the capacity of bargaining agent should be available to all firefighters in Unit A covered by this Agreement who are eligible for membership.

~~Effective as of March 8, 1978, employees covered by this Agreement who are not members of the Union shall be required, as a condition of continued employment, to pay to the Union an agency service fee as authorized by Sections 12 of the Massachusetts General Laws, Chapter 150E, as amended, and 17G of the Massachusetts General Laws, Chapter 180.~~

Section 2.

- (a) The Town agrees that through its duly authorized representative in accordance with the provisions of Chapter 180, Section 17A of the General Laws of Massachusetts, as amended, it will request the Town Treasurer to deduct membership dues from the salaries of firefighters who have voluntarily submitted a written authorization in the form set forth below and all other conditions have been complied with as prescribed by said Section 17A.
- ~~(b) The Town agrees that through its duly authorized representative in accordance with the provisions of Chapter 150E, Section 17G of Massachusetts General Laws, it will request the Town Treasurer to deduct the agency service fee referred to in~~

~~Section 1 of this Article from the salaries of firefighters who have voluntarily submitted a written authorization which conforms to the requirements and conditions prescribed by Section 17G of Chapter 150E.~~

- (b e) ~~Dues or agency service fees~~, as aforesaid, will be deducted in equal monthly payments. No such monthly deduction shall be required prior to thirty (30) days from the date of receipt of the appropriate authorization forms as provided for in the preceding paragraphs (a) and (b) of this Section 2. For this purpose, any authorization heretofore furnished the Town shall meet this requirement until revoked in writing.

The amount so deducted will be remitted in accordance with such authorization to Local 1706, provided that the Town shall be under no obligation to make any such deduction after the termination of the term of this Agreement or after the receipt of a revocation, in accordance with the terms thereof.

- (d) Local 1706 shall indemnify and save the Town harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken or not taken by the Town in reliance upon documents or cards or other information furnished to the Town by Local 1706 in complying with any of the provisions of this Article. Further, the Town shall incur no liability for loss of dues monies after the Union receives said monies in person from the Town Treasurer.
- (e) Dues Authorization Card.

Dues Authorization Card

TO: Town of Needham
Town Treasurer
Needham, Massachusetts

I hereby request and authorize the Town Treasurer to deduct from my earning and transmit to Local 1706 an amount sufficient to provide for the regular payment of monthly membership dues as certified by Local 1706.

This authorization shall remain in effect (1) until the termination of the Agreement between the Town and Local 1706 for such deductions or, (2) my written revocation of this authorization, which shall become effective 30 days after receipt of such revocation by the Town Treasurer.

I hereby waive all rights and claim for said monies so deducted and transmitted in accordance with this authorization, and relieve the Town and all of its officers and agents from any liability therefore.

Date _____
Signature _____

Address _____

Section 3. Local 1706 or its duly authorized representative will certify to the Town Treasurer in writing the current monthly rate of its membership dues. Local 1706 further agrees that it will notify the Town Treasurer in writing of any changes in the monthly rate of its membership dues at least 60 days prior to the effective date of such change.

5. Article 4 Section 6(a) (Unit A) will be amended as follows:

Section 6. Advanced Life Support The Town agrees to upgrade to the Advanced Life Support level of Emergency Medical Services subject to the following conditions:

- (a) If, in the discretion of the Town, the ALS program, or the implementation of the ALS program, shall result in a situation in which the net increase in costs associated with ALS is not offset by a net increase in revenue associated with ALS, or shall be deemed otherwise not financially feasible, the Town may unilaterally discontinue the ALS program or program implementation, which decision shall not be grievable. ~~To the extent that the defibrillation differential remains a separate pay type, the Town will continue to pay the defibrillation differential to those Firefighters who maintain their defibrillation certification, regardless of the Town's ALS status.~~

6. Article 4 Section 6(h)6 (Unit A) will be deleted:

~~6. As of the date of the Agreement, the provisions of the collective bargaining agreement pertaining to stepping down from the paramedic rotation are null and void, with the exception that the three firefighters who have given notice of intent to opt out of the paramedic rotation under the provisions of the collective bargaining agreement dated July 1, 2013 through June 30, 2016.~~

7. Article 7 Special Departmental Assignments and Other Details (Unit A) and Article 6 Detail Assignment (Unit C) shall be amended as follows:

Section 5. Detail Rates shall be paid according the following schedule:

Basic Rate	\$48 \$51.5
------------	--------------------

Section 6. Details worked for the Town of Needham shall be paid according to the following schedule:

Basic Rate	\$41 \$44.50
------------	---------------------

For the purposes of this section, Town details shall be defined as work performed at the request of and paid for by a Town department, excluding work performed at the request of outside contractors.

8. Amend Article 25 Wages (Unit A) and Article 22 Wages (Unit C) as follows:

Pay Day ~~The Town may at its option and with at least two weeks advance notice move the pay day from Wednesday to the following Friday which shall thereafter be the regular payday.~~ **The Town will pay employees on Fridays.**

9. Amend Article 30 Section 9 (Unit A) and Article 27 Section 10 (Unit C) as follows:

Direct Deposit The Town is authorized to require that all members of the bargaining unit participate in the direct deposit program. **The Town reserves the right to provide notice of payroll deposit in either a paper or electronic format.**

Town of Needham

Needham Firefighters Local 1706











Date: _____

Date: 05 / 04 / 2020

Town Manager/Date

This agreement shall be executed in one or more counterparts, each of which when so executed shall constitute but one and the same instrument.



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 5/12/2020

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 SELECT BOARD
3.	BACK UP INFORMATION ATTACHED
	none



**Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 05/12/2020

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

**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:	-\$1,776.10
Water Irrigation:	\$0.00
Water Admin Fees	\$0.00
Sewer Sales:	-\$1,698.66
Transfer Station Charges:	\$0.00
Total Abatement:	-\$3,474.76

Order #: 1290

Read and Approved:

Robert Lewis 5/5/2020

Assistant Director of Public Works

For the Select Board

5/12/20

Richard P. Merson 5/5/2020

Director of Public Works

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

Prepared	Customer	Location	Street	Irrigation	Domestic					Corrected
By: Last Name	ID#	ID#	Number	Water	Water	Sewer	Total	Reason	Y/N	Last Read
DB BOYNTON	21053	14804	1038	\$0.00	-\$1,776.10	-\$1,698.66	-\$3,474.76	ACC	N	

Total: -\$3,474.76

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

Needham Department of Planning and Community Development

Public Services Administration Building (PSAB)

500 Dedham Avenue
Needham, MA 02492-2699
Tel: (781) 455-7550

May 7, 2020

Ms. Rachel Glisper, Director of Human Resources
Town of Needham
1471 Highland Avenue
Needham, MA 02492

Dear Ms. Glisper,

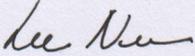
The Town of Needham Planning and Community Development Department has hired Rana Mana-Doerfer as Recording Secretary for the Design Review Board. There is no Planning and Community Development employee that is available to fill this position.

Ms. Mana-Doerfer is currently employed by the Town of Needham in the Public Works Department. There is no conflict with any of her responsibilities with this other Town department.

Attached is a copy of the letter that Ms. Mana-Doerfer has filed with the Town Clerk, disclosing the second position with the Town of Needham Public Works Department.

Please do not hesitate to contact me directly if I can provide further information.

Very truly yours,



Lee Newman
Director of Planning and Community Development

May 6, 2020

Mrs. Theodora K. Eaton, Town Clerk

Town of Needham

1471 Highland Avenue

Needham, MA 02492

Dear Mrs. Eaton,

The Design Review Board has hired me to as their Recording secretary for the purpose of recording their meeting minutes, and coordinating other administrative tasks related to this role. I am currently by the Town of Needham in my current capacity as a Department Specialist for the Department of Public Works.

The Director of the Planning Board Lee Newman has asked me to fill this position due to my experience with minute taking, & administrative work. the start date for this position is expected to be May 18,2020.

There will be no conflicts with my work at the Department of Public Works, The DRB meets in the evenings outside of regular work hours.

Attached to this letter is a copy of the letter sent by Ms. Newman to the Human Resources Department.

Please do not hesitate to contact me for any information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rana Mana-Doerfer', with a long horizontal flourish extending to the right.

Rana Mana-Doerfer

**DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)**

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Rana Mana - Doerfer
Title/ Position	Department Specialist
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization. Department of Public Works / Town of Needham
Agency/ Department	Department of Public Works
Agency Address	500 Desham Ave, Needham, Ma 02492
Office phone:	781-455-7550
Office e-mail:	rmana-dorfer@needhamma.gov
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	as an intern June 10, 2019 as a dept. specialist October, 2019
BOX # 1 Select either STATEMENT #1 or STATEMENT #2. Write an X beside your financial interest.	ELECTED MUNICIPAL EMPLOYEE I am an elected municipal employee. <input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR <input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a municipal contract is: <input type="checkbox"/> I have a non-elected, compensated municipal employee position. <input type="checkbox"/> A municipal agency has a contract with me. <input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. <input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 Select either STATEMENT #1 or STATEMENT #2.	NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE I am a non-elected municipal employee. <input checked="" type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

<p>Write an X beside your financial interest.</p>	<p>My financial interest in a municipal contract is:</p> <p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input checked="" type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input type="checkbox"/> STATEMENT # 2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a municipal contract is:</p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<p>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</p>	
<p>Name and address of municipal agency that made the contract</p>	<p>Lee Newman, Director of Planning & Community Development Town of Needham 500 Dedham Avenue, Needham MA 02492</p>
<p>Please put in an X to confirm these facts.</p>	<p>"My Municipal Agency" is the municipal agency that I serve as a municipal employee.</p> <p>The "contracting agency" is the municipal agency that made the contract.</p> <p><input type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p>FILL IN THIS BOX OR THE BOX BELOW</p>	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</p> <p>- Please explain what the contract is for.</p> <p><i>An employment contract.</i></p>
<p>FILL IN THIS BOX OR THE BOX ABOVE</p>	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p>

What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. <i>they pay me to do my job</i>
Date when you acquired a financial interest	<i>when i got hired - jan 10th, 2020</i>
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. <i>None</i>
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	<p>FOR A CONTRACT FOR PERSONAL SERVICES –</p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
Employee signature:	<i>[Handwritten Signature]</i>
Date:	<i>May 6th, 2020</i>

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

INFORMATION ABOUT HEAD OF CONTRACTING AGENCY	
Name:	Lee Newman
Title/ Position	Director of Planning & Community Development
Municipal Agency:	Town of Needham
Agency Address:	500 Dedham Avenue, Needham MA 02492
Office Phone:	781-455-7550 xt. 270
CERTIFICATION	
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	<i>Lee Newman</i>
Date:	<i>5/7/2020</i>

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN OR TOWN COUNCIL**

INFORMATION ABOUT APPROVING BODY	
Name:	Maurice Handel
Title/ Position	Select Board Chair
Agency Address:	Town of Needham 1471 Highland Ave. Needham, MA 02492
Office Phone:	781-455-7500
APPROVAL	
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

**Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.**

Town of Needham
Select Board
Minutes for Friday April 9, 2020
By Zoom Video Conference
<https://zoom.us/j/919337444>

4:00 p.m. Call to Order:

A meeting of the Select Board was convened by Chair John A. Bulian. Those participating were Maurice P. Handel, Matthew D. Borrelli, Daniel P. Matthews, Marianne B. Cooley, and Town Manager Kate Fitzpatrick. Also participating were Tim McDonald, Health and Human Services/Director and Dave Davison, Assistant Town Manager/Finance. Recording Secretary Mary Hunt recorded the meeting remotely.

Mr. Bulian announced this open meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020 due to the current state of emergency from the outbreak of the COVID-19 virus. He noted all public gatherings have been suspended as advised and directed by the Commonwealth. And, as such, suspending the requirement of the open meeting law to have all meetings in a public, accessible, physical location while encouraging and allowing members of all public bodies to participate remotely. Mr. Bulian stated the meeting will not include public comment and the Needham Select Board and all attendees are convening by Zoom, as posted on the Town's website identifying how the public may join. He said all supporting documents used at this meeting are available on the Town's website.

4:03 p.m.

COVID-19 Update - Emergency Operations Center and Health & Human Services: Mr. McDonald updated the Board saying the Centers for Disease Control revised its guidelines, recommending Americans wear a cloth face covering or mask in public settings. He emphasized a cloth mask does not replace the need for social distancing, and that medical grade masks (N95) are to be reserved for health care workers and first responders. He explained a cloth mask is primarily designed to protect other people from germs, not the person wearing the mask. He thanked a number of Needham residents who have donated cloth masks, which have already been distributed to front line Town workers (DPW workers, building maintenance staff, school personnel, and public health staff, and inspectors). He said grocery stores have also received masks. Mr. McDonald said guidance on how to wear a mask properly will be posted later today on social media and in the Town's daily update. Mr. McDonald stated the National Guard is stationed in Needham to distribute Personal Protective Equipment to first responders, as well as to do testing at long term care facilities if help is requested. Mr. McDonald said public health staff communicates regularly with the long-term care facilities and BID Needham, on both an operations and strategic level. Mr. McDonald highlighted that many volunteers have stepped forward to help senior citizens, as well as volunteering for the Medical Reserve Corp. He encouraged anyone interested in volunteering to sign up on the Town's website.

Kate Fitzpatrick, Town Manager spoke about the generosity of the community and people stepping up to donate time and goods. She said a donation bin at the Rosemary Pool Complex collected 260 masks, the Chinese Friends of Needham donated 1000 surgical masks, and the schools, Exchange Club, and MEMA have donated gloves, masks, gowns, and caps. She said the BID Needham hospital is also accepting donations, noting a bin near the emergency department. Ms. Fitzpatrick noted the generosity of a resident who planted pansies in the flowerpots at Town Hall.

Ms. Fitzpatrick spoke about the successful reconfiguring of traffic to minimize social contact at the RTS, noting residents have said it is much safer for them to dispose of waste. She said while the business community is being severely impacted by the pandemic, they are stepping up in many ways with donations and helping local organizations (first responders and the hospital). She said their efforts will be recognized and the Town is looking at ways it can help the business community. Ms. Fitzpatrick noted Wegman's and Cafe Fresh provided meals for seniors. She said a webinar held with the Newton-Needham Chamber of Commerce provided helpful links for business owners participating on the call. Ms. Fitzpatrick thanked the police, fire, public works, and town staff for their efforts, noting the many difficulties in trying to work during this pandemic.

Mr. Bulian asked for comments from the Board.

Mr. Matthews thanked everyone for their work and for the update.

Mr. Borrelli asked about the opening of Rosemary Pool as the summer nears.

Ms. Fitzpatrick said the current plan is to open the pool on time, recognizing social distancing regulations may have an impact. She said a decision will be made once more information is known from the Governor.

Mr. Handel reiterated the first responders and Town employees are working under very adverse conditions, noting they have the support of the Select Board.

Ms. Fitzpatrick said public safety continues working under challenging circumstances, saying people feel much better knowing there is an adequate supply of PPE in Needham.

Ms. Cooley asked about masks for local pharmacy workers, and whether the Town has access to decontamination efforts.

Mr. McDonald said pharmacies, as medical facilities, have access to surgical masks through a different supply chain. Mr. McDonald said the current focus of decontamination efforts is for health care workers, and it is currently unclear if decontamination efforts will be expanded for first responders.

Mr. Bulian said it is good that grocery stores are getting masks for their employees. He asked how hospitals are faring and their ability to handle COVID-19 cases?

Mr. McDonald said BID Needham is a community hospital, therefore not in the same predicament as an academic medical center. However, he said BID Needham has been very proactive in thinking about plans to extend beyond the hospital to do screening and to support health care workers. He said he appreciates the partnership between the hospital and the Town. He said grocery stores have made modifications, and residents can feel assured the 3 grocery store operators in Needham are taking the guidelines very seriously.

Discussion ensued on grocery store maximum occupancy capacity.

4:25 p.m. Appointments and Consent Agenda:
Motion by Mr. Handel that the Select Board vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS - No Appointments were made at this meeting.

CONSENT AGENDA

- 1. Approve change of public hearing continuance on two public hearings opened at the Select Board meeting of March 24, 2020 from Wednesday, April 15, 2020 to Tuesday, April 14, 2020. The two hearings are: Change of Ownership, Beneficial Interest and Manager for Spiga Restaurant and Community Stormwater Mitigation Assessment.
Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.**

4:26 p.m. Board Discussion:
Mr. Bulian recognized the passing of retired Admiral James Steele Gracey, 17th Commandant, United States Coast Guard, who passed away on Sunday, April 5, 2020 in Falls Church, Virginia at age 92. He said Admiral Gracey was a member of the Needham High School graduating class of 1945. He read a statement received from the United States Coast Guard Commandant. Mr. Bulian asked the Select Board consider ordering Town flags to be lowered to half-staff for 3 days at a time to be determined by the Town Manager to honor Admiral Gracey.

**Motion by Mr. Handel that the Select Board vote to approve that Town flags be lowered to half-staff in honor of Admiral James Steele Gracey for 3 consecutive days at a time to be determined by the Town Manager.
Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.**

Mr. Bulian closed the meeting by wishing residents a Happy Passover and Happy Easter.

Ms. Fitzpatrick reminded the Board the next Select Board meeting is Tuesday, April 14, 2020.

4:30 p.m.

Adjourn:

Motion by Mr. Handel that the Select Board vote to adjourn the Select Board meeting on Friday, April 9, 2020.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

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

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

**Town of Needham
Select Board
Minutes for Tuesday, April 28, 2020
By Zoom Video Conference
<https://zoom.us/j/93410141176>**

6:00 p.m. Call to Order:

A meeting of the Select Board was convened by Chair Maurice P. Handel. Those participating were Matthew D. Borrelli, Marianne B. Cooley, Daniel P. Matthews, John A. Bulian, and Town Manager Kate Fitzpatrick. Also participating were Dave Davison, Assistant Town Manager/Finance and Tim McDonald, Health and Human Services/Director. Denise Garlick, State Representative was present remotely. Recording Secretary Mary Hunt recorded the meeting remotely.

Mr. Handel announced this open meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020 due to the current state of emergency from the outbreak of the COVID-19 virus. He noted all public gatherings have been suspended as advised and directed by the Commonwealth. And, as such, suspending the requirement of the open meeting law to have all meetings in a public, accessible, physical location while encouraging and allowing members of all public bodies to participate remotely. Mr. Handel stated the meeting will not include public comment and the Needham Select Board and all attendees are convening by Zoom, as posted on the Town's website identifying how the public may join. He said all supporting documents used at this meeting are available on the Town's website www.needhamma.gov.

6:03 p.m. Certificate of Appreciation - Greg Shesko:

Mr. Matthews read the Certificate of Appreciation. He stated Mr. Shesko has been an asset to the library, a friend to many people, and has done a lot for the Town.

Motion by Mr. Matthews that a Certificate of Appreciation be awarded to Greg Shesko in recognition of over a quarter century of service as a Needham Library Board Trustee and for serving two terms on the Massachusetts Board of Library Commissioners. The Town thanks you for being instrumental in the creation of the present library and helping to gain state funding of millions of dollars towards the major renovation of the library. Congratulations!
Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

6:05 p.m. Appointments and Consent Agenda:

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

APPOINTMENTS: No Appointments were made at this meeting.

CONSENT AGENDA

1. **Accept a \$100 donation made to the Needham Health Division's Gift of Warmth program from Kathleen Fitzpatrick.**
2. **Approve Open Session meeting minutes of April 3 and April 14, 2020.**
3. **Accept \$5,000 gift from Children's Hospital for the purpose of funding a Parking and Trip Generation Evaluation for Children's Hospital, Founder's Park.**
4. **Accept a \$7,100.02 donation made to Needham Youth and Family Services from The High Rock MetroWest Church. These funds were raised by the Jog For Joy 5K held back in December 2019 in support of its Youth Mental Health First Aid Training courses.**
5. **Accept the following donations made to the Needham Health Division's Covid-19 Fund: \$26 from Evelyn Pones; and \$100 from Mary Hensley.**

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

6:06 p.m. Annual Town Meeting/Citizens Petition: Amend Zoning By-Law - Map Change to General Residence B Zoning District
George Giunta, Jr., attorney appeared before the Board to discuss a Citizens Petition for a change in the Zoning By-Law that was submitted for the Annual Town Meeting Warrant.

Mr. Giunta stated he represents Bruno and Linda DeFazio, who own a home and live on Hunting Road, Needham. He stated the DeFazio's and many neighbors in the area are petitioning the Town to make a map change to change 23 lots from the SRA Zoning District to the SRB Zoning District. He said the lots in question are generally located between Hunting Road and Route 128, Kendrick Street to Hunting Road, and Kendrick Street to Cheney Street. He said while all of the lots are in the SRA zone, none of them fully meet SRA zoning requirements of at least one acre of land and 150 feet of frontage. He stated there is no real reason to keep the area acre zoned, noting across the street on the other side of Hunting Road is fully developed as SRB zoning district. Mr. Giunta said of the 23 parcels, 20 owners support the change, one owner could not be contacted, one owner declined involvement, and one parcel is owned by the Commonwealth of Massachusetts. He stated signatures supporting the map change have been submitted to the Town.

Discussion ensued on potential future ramifications of a map change.

Mr. Matthews commented Town Meeting Members will ultimately decide what to do with the petition. He said his historical understanding is that the SRA zoning to the railroad tracks was put into place by our forefathers at the time of building the circumferential highway (Route 128) to minimize development between the highway and the secondary roads of Greendale Avenue and Hunting Road. He commented each owner acquired their lot having full knowledge of the history and rules. He noted the Select Board more recently voted to continue the policy during litigation that arose in the area, noting his understanding was the Town's position was to discourage construction of additional residential housing so close to the

highway. He said the request does not seem to fit with the policy to date, as he understands it. Mr. Matthews said if the only issue is that property owners would like to get closer to the 30-foot setback in the neighborhood without going to the Board of Appeals, a much more narrowly crafted relief could be drafted, which he would support.

Mr. Giunta commented on the section of SRA south of Cheney Street and the amount of land available (depth between Hunting Road and Greendale Avenue and the highway is much deeper) and until recently was largely forest. Discussion ensued on density and development in the area north of Cheney Street. He commented he understands the policy of the Town and that it makes logical sense further down the road. He said it makes more sense in the area being discussed, and because of the way the lots are laid out.

Mr. Borrelli noted the Select Board is attempting to pare down the warrant because of everything going on, suggesting this item be revisited at a different time. He acknowledged the right to bring a Citizens Petition forward. Mr. Borrelli said perhaps a different approach would be as an overlay district, rather than broad rezoning of the area.

The Board thanked Mr. Giunta for the discussion and he exited the meeting.

6:22 p.m.

Annual Town Meeting/Citizens Petition - Sewer Line Extension:

Tal Achituv, Walker Lane resident appeared before the Board to discuss the Citizens Petition to extend the sewer line through Walker Lane that he submitted for the 2020 Annual Town Meeting Warrant.

Mr. Achituv gave a brief background of the issue, saying a Sewer Betterment Petition was filed in January 2020. He said all abutters voted in favor of the petition, which was submitted to the DPW. He said the DPW and Engineering Department were ready to start work on evaluating the situation for submission to Town Meeting. Mr. Achituv said at the time it was not clear if the petition would make it to Town Meeting, which has since been postponed due to the COVID-19 pandemic. He said there are basically two ways to solve the sewer issue: Sewer Betterment Petition proposed by the DPW or by Citizens Petition asking the Town to budget for a sewer extension. He said while he understands the Board's desire to pare down the warrant due to the current COVID-19 crisis, the matter is urgent and complex. Mr. Achituv said this issue has been worked on for over 2 years+ and estimates the project cost \$300,000. He asked the project to be completed in 2021. He recognized everyone's effort and thanked the Select Board for holding tonight's meeting.

Ms. Fitzpatrick reiterated the petitioners filed with the DPW in early February. She said it is possible for an appropriation to be made at the October Town Meeting, noting the Annual Town Meeting is not for appropriation, merely advisory. She

said early sentiment from the Select Board was it was important to move forward; however, she said the pandemic has changed everything.

Discussion ensued on the sewer line design and/or plan.

Mr. Matthews asked whether all abutters, responsible for paying for the cost of installation, are in favor of doing the work? Mr. Achituv said yes. Mr. Matthews said building a new sewer line is a process with rules to follow, and asked the Town Manager the right path to get the project done?

Ms. Fitzpatrick said she understood there to be two paths, noting the neighborhood had explored working with a private contractor to install the sewer line or to petition the Town to install the line with costs to be allocated. She noted the neighbors did file the petition in late January. She said the process will move forward with the Town either looking at a design by the developer and/or completing its own plan. She acknowledged survey work must be completed to seek appropriation, but all Town departments are currently on reduced schedules due to the pandemic. Ms. Fitzpatrick said she will contact the DPW Director for a report of the next steps and when they might be able to occur.

Mr. Matthews asked the Town Manager to confirm if the route to follow is for the Town to install the sewer line and allocate the cost? Ms. Fitzpatrick said that is her understanding.

Mr. Matthews said at this point private construction is off the table. He acknowledged the frustration Mr. Achituv has faced, noting more difficulties will occur before the project is completed. He confirmed the project is on the Town's work list, but the physical building for planning is closed due to the pandemic. He said the Town, with all deliberate speed, will try to move the issue forward and keep Mr. Achituv informed. Ms. Fitzpatrick said a draft work plan, with contingencies will be developed.

Mr. Borrelli suggested if the item is moved to the fall Special Town Meeting, the warrant article be drafted by the Town.

Mr. Bulian asked if Mr. Achituv should consider withdrawing or postponing the Citizens Petition? Mr. Matthews suggested Mr. Achituv speak with neighbors before withdrawing the petition, as the withdrawal of a Citizens Petition is a binding legal decision. He said while it makes sense, Mr. Achituv should speak with his neighbors and the Town Manager.

Ms. Cooley said it is reasonable Mr. Achituv have the opportunity to speak with Mr. Merson to understand the current status with the Town path.

The Board agreed to move the issue forward in a meaningful way, possibly in October 2020.

6:40 p.m. Town Manager:
Kate Fitzpatrick, Town Manager spoke with the Board on 4 items:

1. Annual Town Meeting

Ms. Fitzpatrick discussed items included in the Annual Town Meeting Warrant and asked the Select Board to formally change the date of the meeting to June 8, 2020 in accordance with M.G.L. c. 39 s.9.

Motion by Mr. Bulian that the Select Board vote to change the date for the 2020 Annual Town Meeting to June 8, 2020 in accordance with M.G.L. c. 39 s. 9.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

Ms. Fitzpatrick acknowledged and thanked Michael Fee, Town Meeting Moderator for his help with changes to the Town Meeting schedule.

Mr. Handel asked Select Board members if they would like to make any changes to the warrant?

Motion by Mr. Borrelli that the Select Board vote to change the sum for Article 7 - Appropriate for Needham Property Tax Assistance Program to \$50,000 from \$25,000.

Second: Mr. Bulian. Unanimously approved 5-0 by roll call vote.

Ms. Cooley thanked Mr. Matthews for his work to gain additional donations for the Program. She said she was glad to hear, despite the challenges the Town is currently facing, there has been an increase in donations. She encouraged residents to make a donation to the fund.

Ms. Fitzpatrick told the Board current legislation before the House includes allowing communities the possibility of having remote participation Town Meeting. She acknowledged it would be a helpful option in an “absolute worst-case scenario.” Ms. Fitzpatrick said Representative Denise Garlick is supportive of the legislation and asked the Select Board if it wanted to voice support. Mr. Handel said it makes sense to have as many options as possible under the circumstances, asking for a motion supporting the legislation.

Motion by Mr. Matthews that the Select Board vote to support state legislation allowing communities the option of remote participation for the 2020 Town Meeting.

Second: Mr. Borrelli. Unanimously approved 5-0 by roll call vote.

Mr. Matthews said having the option of remote Town Meeting participation is good, but noted the Board is looking at many alternatives. He acknowledged while remote Town Meeting participation has many advantages, there are quite a few

disadvantages. He said the purpose of Town Meeting is to meet in person, if possible. Ms. Fitzpatrick concurred.

2. Special Town Meeting

Ms. Fitzpatrick recommended that the Select Board change the date for the spring Special Town Meeting from June 15, 2020 to June 8, 2020 at 8 p.m.

Motion by Mr. Bulian that the Select Board vote to change the date for the spring Special Town Meeting from June 15, 2020 to June 8, 2020 at 8 p.m.

Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

3. Election Warrant

Ms. Fitzpatrick asked the Select Board to approve and sign the election warrant for the May 26, 2020 Town election.

Motion by Mr. Borrelli that the Select Board vote to approve and sign the May 26, 2020 election warrant.

Second: Mr. Bulian. Unanimously approved 5-0 by roll call vote.

4. COVID-19 Update

Ms. Fitzpatrick provided an update to the Board regarding COVID-19. She said Governor Baker extended the stay-at-home order to May 18, 2020. She said Needham will not be able to open services on May 18, as it will take a lot of work by many people to slowly open Town services and to inspect restaurants. She said as part of the advisory committee with the Massachusetts Municipal Association, work is ongoing to have regional consistency among the kinds of things that public health officials recommend, i.e. concerts, parades, open fields etc. Ms. Fitzpatrick said a document compiling a list of available town services is on the Town website. She said the Board of Health issued a regulation mandating face covering in some circumstances, i.e. inside workspaces and work sites. She said an "Alert Needham" was issued earlier today about the mandate. Ms. Fitzpatrick commented EMS protocol limits the number of essential personnel who are entering homes. She said every Needham resident is now considered as someone who could have the virus. She commented patients are being asked to come to their front door if they are able, so that staff does not have to enter their home. Ms. Fitzpatrick said the Town has received donations of N95 and cloth masks, as well as online donations to the Gift of Warmth. Ms. Fitzpatrick said summer camps in Needham have been postponed thru June 30, 2020 and will be reviewed on a monthly basis. Ms. Fitzpatrick noted annual Arbor Day celebrations were cancelled, however the Parks and Forestry Department distributed hundreds of trees to residents in a drive line. She said at the Select Board's meeting on May 12, 2020, Dave Davison will provide an update on the FY2021 budget.

Ms. Cooley noted residents can sign up for "Alert Needham" on the Town's website: www.needhamma.gov.

7:01 p.m. Board Discussion:
Committee Reports
No Committee Reports were made.

7:02 p.m. Adjourn:
Motion by Mr. Borrelli that the Select Board vote to adjourn the Select Board meeting on Tuesday, April 28, 2020.
Second: Ms. Cooley. Unanimously approved 5-0 by roll call vote.

Mr. Bulian pointed out Greg Shesko is a 25-year Town Meeting Member.

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

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