

# TOWN OF NEEDHAM



## SPECIAL TOWN MEETING WARRANT

MONDAY, MAY 13, 2019

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

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

**COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

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

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

**MONDAY, THE THIRTEENTH DAY OF MAY, 2019**

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

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**FINANCE ARTICLES**

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**ARTICLE 1:     **APPROPRIATE FOR N<sup>2</sup> INNOVATION DISTRICT****

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$20,000 for the purpose of supporting the N<sup>2</sup> Innovation District, said sum to be spent under the direction of the Town Manager and raised from the FY2020 Tax Levy; or take any other action relative thereto.

INSERTED BY:     Select Board  
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information:*    The 2017 Annual Town Meeting appropriated \$20,000 in matching funds to the N<sup>2</sup> Innovation District, under the auspices of the Newton Needham Chamber of Commerce. This contribution, in conjunction with funds provided by the City of Newton, helped the District leverage more than \$300,000 in private sector support. The District hired a director, built a dedicated website, created branding and marketing materials, and provided advocacy and support for business and property owners. The District is seeking an additional contribution by the Town in the amount of \$20,000 to help the District build on efforts to market the area to new employers and workers, including business attraction, place-making and advocacy initiatives.

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**ARTICLE 2:     **AMEND THE FY2019 OPERATING BUDGET****

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Operating Budget adopted under Article 16 of the 2018 Annual Town Meeting, and amended under Article 4 of the October 10, 2018 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
14A	Finance Department Salary & Wages	\$1,905,197	\$1,880,197
14B	Finance Department Expenses	\$949,492	\$959,492
14C	Finance Department Capital	\$75,000	\$90,000

or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information:* This article seeks to amend the Town's operating budget for fiscal year 2019 by lowering salary and wages by \$25,000 and increasing expenses by \$10,000 and capital by \$15,000. The Finance Department has had a long-term vacancy in the Treasurer/Collector's office which has proven difficult to fill. However, there was an increasing backlog of work which had to be performed, so the Department sought the assistance of temporary workers from an outside agency to help the office address immediate needs. Obtaining assistance from an outside agency is considered an expense not salary, so the Town needs to transfer funds from the salary and wages line to the expense line. There has been an increase in the number of laptops, computers, and peripherals needing replacement this year, and the \$15,000 transfer from the salary and wages line to the capital line will allow for those replacements. The availability of funds in the salary and wages line is due to vacancies in the Department.

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## COMMUNITY PRESERVATION ARTICLES

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### **ARTICLE 3: AMEND THE FY2019 COMMUNITY PRESERVATION FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Community Preservation Fund budget adopted under Article 31 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
B	Community Preservation Fund Annual Reserve	\$1,025,153	\$1,016,491
C	Community Housing Reserve	\$289,000	\$293,331
E	Open Space Reserve	\$289,000	\$293,331

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee  
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information:* This appropriation is necessary to ensure that the Town meets the required 10% minimum funding in the two reserves for FY2019. The Town received an increase in its contribution from the Commonwealth in FY2019, which accounts for the need to increase the reserves. This article will transfer \$8,662 from the discretionary annual reserve split evenly between the two specific reserves (\$4,331 each).

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## GENERAL ARTICLES

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### **ARTICLE 4. AMEND GENERAL BY-LAWS NON-CRIMINAL DISPOSITION**

To see if the Town will vote to amend Section 8.2.2.4 of the General By-Laws by inserting a new Sub-section V as follows:

“V. Street Occupancy Permit/Excavation in a Public Way (Sub-section 2.2.5.1.4)

Enforcement Agent: Director of Public Works or his or her designee  
Fine Schedule:  
\$300 per offense”

Or take any other action relative thereto.

INSERTED BY: Select Board  
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information:* The Select Board is responsible for approving Grant of Location requests from public utilities intending to cross over or under the public way for the installation of wires and appurtenances. The Board has found that an increasing number of developers and contractors are completing the work prior to receiving the Grant of Location from the Board. The Grant of Location hearing is an important mechanism for ensuring that neighbors and abutters are able to ask questions and raise concerns with both the Town and the utility. The purpose of this General By-law amendment is to enable the Select Board to issue a fine to any individual who conducts excavation in a public way without the proper authorization from the Town.

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

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

Given into our hands at Needham aforesaid this 10<sup>th</sup> day of April, 2019.

John A. Bulian, Chair  
Maurice P. Handel, Vice Chair  
Matthew D. Borrelli, Clerk  
Marianne B. Cooley  
Daniel P. Matthews  
*Select Board of Needham*

A TRUE COPY

Attest:

Constable: