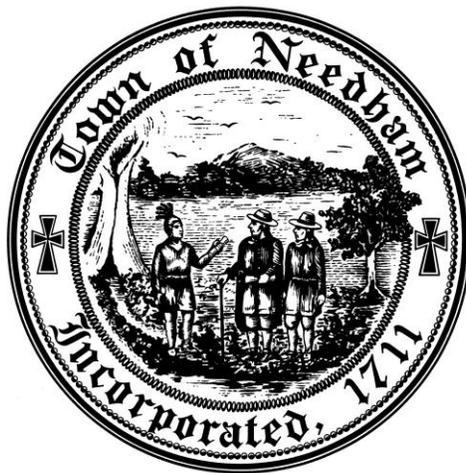


TOWN OF NEEDHAM

MASSACHUSETTS

2013 Annual Town Meeting Warrant



Election: Tuesday, April 9, 2013

Business Meeting at 7:30 p.m. on Monday, May 6, 2013

At the James Hugh Powers Hall, Needham Town Hall

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

**2013 Annual Town Meeting Warrant
Table of Contents**

	PAGE
Finance Committee Fiscal Year 2014 Budget Recommendations	1
<hr/>	
2014 Annual Town Meeting Warrant Index	9
<hr/>	
Summary of Revenue FY2012 – FY2014 General Fund Only.....	11
<hr/>	
Summary of Expenditures FY2012 – FY2014 General Fund Only	12
<hr/>	
FY2014 General Fund Budget Recommendations – Submitted by Finance Committee	13
<hr/>	
Reserve Fund Transfers	65
<hr/>	
General Government Salary & Staffing Schedule	67
<hr/>	
School Department Salary & Staffing Schedule.....	72
<hr/>	
Debt Service – Schedule of Authorized & Issued	Appendix A
<hr/>	
Open and Authorized Projects and Proposed Projects Financed by Debt	Appendix B

(This page is intentionally blank.)

Fellow Citizens:

The Finance Committee is pleased to present its 102nd Annual Report, along with the Budget for fiscal year 2014. As you are all aware, the consequences of the economic downturn of 2008 resulted in decreases in state and local aid in the following years, causing a reliance on one time Federal stimulus funds to close budgetary gaps. Improved revenue flows and a disciplined approach to budgeting enabled us to achieve a balanced budget last year despite the absence of these funds. While that continues to be the case again with this year's budget, the looming impact of the so-called Federal Sequester, and the seeming inability of our Nation's Legislators to achieve long term balanced solutions to our fiscal problems, is a cause for concern looking forward. At present it is not possible to make a reasonable assessment of the impact, if any, that this situation may have on our FY 2014 Budget. Accordingly, we have attempted to structure a Budget with the flexibility to adjust to the more probable scenarios that can currently be projected.

In preparation for the FY 2014 Budget recommendation, the Finance Committee participated in the Town Manager's departmental budget meetings in November, 2012, and conducted its own budget hearings from December 19, 2012 through January 30, 2013. Finance Committee liaisons met separately with the individual Town departments, including the School Department, to review each departmental budget request in detail. Using the information gathered through this process, and guided significantly by the Town Manager's proposed budget, the Committee structured a budget which we believe will maintain the high quality of services to the residents of Needham while also being sustainable over the longer term.

The Finance Committee would like to express its continuing appreciation to the Town Manager and the Town's Administrative team, as well as to the School Superintendent and the School Department, for their efforts to build sustainable programs that both address current needs and make the investment necessary to meet future needs. The Town is well served by the professionalism of our management team.

Revenue Summary

General Fund Revenue projections for Fiscal Year 2014 include increases for all of the principal sources of revenue: property taxes, state aid and local receipts. Free Cash, on the other hand, is significantly lower than last year, due both to the fact that last year's Free Cash was exceptionally high and to a timing issue causing the Department of Revenue to push the certification of certain funds from 2012 operations to the following year. As will be seen, this will have no impact on the Fiscal year 2014 Operating Budget, but will impact the timing of Cash Capital recommendations. Thus, at the time of this writing, the estimated total General Fund Revenue for Fiscal Year 2014 is projected to be \$126,523,441, of which \$126,203,659 is available for appropriation. This represents an increase of 1.6% over Fiscal 2013. The Finance Committee recommends that \$123,630,694 be allocated to the Fiscal Year 2014 Operating Budget, an increase of 4.7%.

The largest source of revenue for Needham is property tax receipts. Our revenue projections assume an increase of 4%, or approximately \$4 million. Roughly 2/3rd of the increase is due to allowable tax increases under Proposition 2 1/2, and the remaining 1/3rd is due to new growth which added to the tax base. Absent an adverse impact on the overall economy from the so-called Sequester, we are optimistic that the Town will see increasing revenue based on new growth for the foreseeable future, due to projects such as the contemplated relocation of TripAdvisor to the newly-named Needham Crossings site.

Total state aid, particularly the so-called Cherry Sheet aid, is determined as part of the state budget process. The Governor's submitted FY 2014 budget, which calls for significant adjustments to both the state's income and sales taxes, while providing for a material increase in state aid to Needham, is likely to experience major changes through the legislative process. This leads us to adopt a conservative approach to our projected increase in state aid. Consequently, the increase in our state aid is projected to be approximately \$440 thousand for FY 2014, an increase of 4.4%.

Projections of local receipts are also based on conservative assumptions. Local receipts include revenue received by the Town for automobile, room and meal excise taxes as well as permitting fees and income from departmental activities and services. In total, they are a reflection of the local economic scene. Our revenue projections assume an increase of almost \$540,000 in local receipts, an increase of 7% over the projected receipts for Fiscal Year 2013. This increase, much of which is based on anticipated increases in permitting fees, is not as dramatic as that number would suggest since the FY 2013 estimate had been decreased during the budget process.

Free Cash, which might more appropriately be referred to as unexpended cash, is derived from revenue exceeding projections, and/or expenditures being less than the amounts appropriated, for the prior year, in this case Fiscal Year 2012. The amount of Free Cash from FY 2012 that has been certified by the DOR for appropriation during FY 2013, is \$2,153,808. As mentioned previously, this is dramatically less than last year's Free Cash amount of \$5,366,720. While last year's amount reflected some extraordinary one-time receipts, this year's number has also been impacted by a timing issue relating to the receipt of funds from the MSBA in connection with the Newman School HVAC project and the Pollard School roof. These funds are not lost to the Town, but can not be used until certified by the DOR, which should happen after the new fiscal year has started.

As Town Meeting Members will recall, it is the practice of the Town to use only that portion of Free Cash that is probable to be recurring to support operating expenses. The balance is used for cash capital. The formula we use in determining the recurring portion of Free Cash for operations is the lesser of 2% of the adjusted departmental operating budget for the prior fiscal year or the actual turn back. Applying this formula to the certified Free Cash amount, \$1,619,224, is available for the Fiscal Year 2014 operating budget. The balance, or \$534,584, is available for cash capital or other one-time needs.

FY 2014 Operating Budget Recommendations

The total operating budget for FY 2014 is \$123,630,136, which is 4.7% higher than the final FY 2013 operating budget allocation. This is the same percentage increase that the FY 2013 budget was over the FY 2012 budget. The three major elements of the FY 2014 budget had the following increases:

Town Wide expenses:	5.1%
Municipal Departments (excluding Education)	3.0%
Education	5.5%

The principal components of these budgetary elements are discussed below.

Town Wide Expenses

Within this category of expenses there are three segments which are primarily responsible for the increase over last year's amount. The expense for the Contributory Retirement System is up by approximately \$423 thousand, or 8.5%, over FY 2013. The primary drivers of this increase were the mandatory adoption of an updated mortality table and lower than expected investment returns in 2011. The funded status of the System was 72.9 % on January 1, 2012, down from 77.9% on January 1, 2011.

Debt Service is up by \$885.7 thousand, or 7.9%, over FY 2013, reflecting an increase in excluded debt service for the Newman School HVAC project and an increase in the CPA supported debt service for the Town Hall project. FY 2014 is the peak debt service year for the latter project, as well as for the excluded debt service for the projects that have already been approved. The proposed FY2014 budget does not contain any funding for debt that may be authorized at the 2013 Annual Town Meeting or May 2013 Special Town Meeting.

The Reserve Fund has been increased by \$64.2 thousand, or 4.9%, over FY13. In addition to the customary items which could require funding from the Reserve Fund, the Finance Committee deemed it prudent to provide for the possibility that the impact of the Federal Sequester program could adversely impact certain revenues which support some of the services that are provided to Needham residents. As of the writing of this report, the existence of the legally mandated federal budget cuts as a consequence of the Sequester is a fact. What is not known is the extent to which revenues upon which this budget is based will be impacted. It is likely that this may take several months to be clarified. Given that possibility, the Finance Committee believed that we should provide for a somewhat higher Reserve Fund, thereby providing the flexibility to deal with a range of possibilities that may develop under the Sequester.

Municipal Departments (excluding Schools)

In discussing the Departmental operating budgets, this report will group them by function.

General Government. This segment of the Budget deals with the several administrative Departments funded by the General Levy. Overall, the proposed budget for the General Government departments is essentially flat with the FY 2013 Budget. The Board of Selectmen/ Town Manager line item is lower due to the re-allocation of certain expenses from the Town Manager's budget to other budgets. The Town Clerk's budget is also reduced due to the fact that there will be fewer elections in FY 2014 than in FY 2013. In this latter regard, the Town's expenses for the special U.S. Senatorial primary and General Election, a FY 2013 event, will be reimbursed by the state and will not have to be covered out of the Reserve Fund. The Legal Department budget is increasing somewhat. The Town seeks to control its legal expenses by restricting who can initiate a request for legal services. That having been said, most of the variability in legal expense is occasioned by the need to respond to legal processes initiated by others. The Personnel Board budget is up somewhat, this being one of the departments to which expenses were transferred from the Town Manager's budget. The Finance Department budget, for both FY 2013 and FY 2014, reflects the costs of implementing a new accounting and financial software system. For part of both years, the Town will be operating parallel systems generating duplicative licensing fees. In addition, all of the overtime costs associated with the conversion to the new system are being borne by the Finance Department. Backing these costs out of both years, the Finance Department's budget is up by just under \$51 thousand, due primarily to 2.3% increase in salary and wages.

Land Use and Development. This budget is up by 6.5%, largely in salary and wages, reflecting the Town's continuing commitment to ensuring that the Planning and Economic Development and Community Development Departments are appropriately staffed to insure the continued attractiveness of Needham to both residential and commercial occupants. The successful campaign to attract TripAdvisor to our community last fall is one example of the value of this proposition. Another contributing factor to the wage increase is that the funding from the state Wetlands fund that had provided support to the positions of Director of Conservation and Conservation Specialist were no longer available. Because the Community Preservation Commission indicated its willingness to support the position of Community Housing Specialist, an important position to insure compliance with state regulations and to coordinate our participation in the Metro West Housing Consortium, the Planning and Economic Development wage line is \$35K less than it would otherwise have been.

Public Safety. Overall, this segment of the Budget is up by 4.5%. The Police Department budget is up by 2.9%. The components of this are: wages and salaries up 4.4%, primarily due to the implementation of new collective bargaining agreements, expenses being relatively flat, and operating capital down due to deferring the replacement of a vehicle. The Fire Department budget is up by 5.2%, again primarily due to the new collective bargaining agreements. The Fire Department has held the line on expenses for several years. It should reasonably be expected that this will have to be addressed in the FY 2015 Budget, in order to replace items that are reaching the end of their projected useful lives. The Building Department budget is up by 14.3%, primarily due to the addition of two new

positions to address permit processing and plan review functions, which will free up the inspectors to spend more time in the field. These additions are a reflection of the increased number of inspections in this Department, which are projected to continue increasing for years to come. Activity in this Department, measured by fees collected, was up 37% in FY 2011, 40.5% in FY 2012, with continued growth to date in FY 2013. Prompt and professional handling of the permit process is an important element in the Town's perception as a welcoming community for development.

Public Works. This segment of the Budget is virtually level with the FY 2013 Budget, as adjusted at the November 2012 Special Town Meeting. For the Department of Public Works itself, customary increases in both the salaries and wage, and expense line items are offset by a corresponding reduction in operating capital, which was achieved by repurposing previously approved capital appropriations to address capital projects planned for FY 2014. Increases in the expenses of the Municipal Parking Program attributable to the expanded public parking areas are offset by reductions in the Municipal Lighting program, reflecting energy cost reductions.

Public Facilities. This budget is increased by 3.0%. Virtually all of the increase is attributable to the salary and wages line item, reflecting contractually based increases plus the addition of one custodian to support the new Senior Center, projected to open in FY 2014. Expenses increased by only 1.1%, largely due to reductions in energy costs. A major contributor to this development is the conversion of the Newman School to natural gas heating.

Community Services. This segment of the Town's Budget, which is increasing by 5.3%, represents only 2.5% of the overall budget, but represents considerably more in terms of services provided to the Town. This is largely attributable to the fact that many of the services provided by these Departments are supported by grants, donations and volunteers. If, and to the extent that these sources of support should decline, whether due directly to the Sequester or to other attempts to address the Federal deficit, the Town will be faced with the choice of receiving a lower level of services in these areas, reallocating resources from other Departments or raising incremental revenues. The Health Department is a prime example of this issue. The direct budget for the Health Department is being increased by \$27 thousand, or 5.5%, to cover, among other things, an increase the number of hours of mental health coverage received from Riverside Home Based Services. The total budget recommended for the Department of health is approximately \$515 thousand. What is worth noting, however, is that for the last several years, this Department has received between \$350-470 thousand in financial benefits from federal state and other local grants and donations. Thus, we receive substantially more in services than are paid for out of our General Levy. While there is no reason to believe that these funding sources will totally dry up overnight, there is every reason to believe that the level of support could well decline in the years to come. The Human Services budget, which covers the Council on Aging, Veterans Services and Youth Services, is up by 14.0%, driven largely by the need to fund the cost of van drivers for the COA, an expense previously covered by donations,

and by an increase in the demand for Veterans' Services. Much of these latter expenses is reimbursed to the Town, but in subsequent years. The increase in the Library Budget, 2.7%, is sufficient to insure continued certification by the Massachusetts State Board of Library Commissioners, and thereby continued eligibility for state aid. Reliance on outside aid to maintain service levels is not a sustainable longer term strategy. These departments are making efforts to move positions into the operating budget when appropriate. The Park and Recreation Budget is up by 2.3%, based on salary and wage increases. Expenses in this department have actually decreased slightly, despite the addition of playground maintenance to this budget.

Education. The total Education budget is \$54,729,548, representing 44.3% of the Total Operating Budget. This budget element has two components. One component is the Town's assessment for the Minuteman Regional High School. The assessment for FY 2014 is \$733,961, a reduction of 5.9% from FY 2013 due to lower enrollments by Needham students. The second component is the budget for the Needham Public Schools. This amount is \$53,995,587, an increase of \$2,882,906, or 5.64%, over the amount in the FY13 Budget.

This increase can be broken down as follows: \$1,225,380, or 42.5% of the total increase, for projected contractual wage increases; \$714,213, or 24.8% of the total increase, is for mandated non-salary student support services, primarily SPED related; \$587,505, or 20.4% of the total increase, to maintain level services, an increase largely driven by increasing enrollments in the High School grades, a trend that is projected to continue for several years; and \$355,808, or 12.3% of the total increase, for overall program improvements.

As we mentioned in last year's letter, the School Department has initiated a major reorganization of the management team having day-to-day responsibility for Special Education. While this reorganization is in its first year, and it is too early to draw any conclusions, it is expected to drive greater efficiencies and better control of costs for this major element of the School's overall budget. The Finance Committee will follow this initiative closely. The Finance Committee continues to be concerned at the drain that Transportation expenses create for the Schools. While the fee for students electing to ride the "yellow buses" is substantial, and it is planned to increase to \$395 per student for FY 2014, this payment is significantly less than the actual cost of this service. The difference must be covered by the rest of the School budget, in effect a subsidy. The rising level of this subsidy, the increase for FY 2014 is \$65,000, the equivalent of 1.2 teaching positions, is a major challenge. The School Superintendent and the School Committee have taken a number of steps to slow the increase in costs in this area. We urge them to continue to do so going forward.

Cash Capital

As mentioned at the outset of this letter, the amount of Free Cash certified by the Department of Revenue for the Commonwealth of Massachusetts, at \$2,153,808, is

significantly less than in prior years. This is due to a timing issue in connection with the recognition of reimbursements from the MSBA for two major projects. These monies are not lost to us, and will be recognized in future Free Cash certifications, hopefully in time for appropriation at the anticipated Special Town Meeting in November. The net effect of this for the FY 2014 Budget, however, is that the amount of Free Cash available for cash capital expenditures is only \$534,584. As of the writing of this letter, the Finance Committee, in conjunction with the Town Manager and her staff, is exploring the possibility of accessing funds from the Overlay account to augment the cash capital available for appropriation at this year's Annual Town Meeting. Even assuming that this can be done, the funds available will still not be sufficient to address all of the Tier I cash capital items, let alone any of the Tier II priorities. Nonetheless, it is expected that the timing issue will be addressed in sufficient time to permit most, if not all, of the Tier II priorities to be addressed in the fall. Consequently, the Finance Committee is focusing on striking an appropriate balance for the sequencing of the proposed cash capital expenditures under this two-phase approach.

Closing Thoughts

The Finance Committee's recommended budget is designed to maintain the same level of services to residents, as well as maintain our infrastructure and address ongoing capital needs. We do not expect that the Sequester will have any significant impact in FY 2014 to the Town's high level of services. As mentioned earlier, however, certain important services that the Town enjoys are supported to a substantial degree by funds that we receive from external sources and over which we have no control. According to the Audited Financial Report for FY 12, dated February 7, 2013, Needham received \$24.9 million in Operating Grants and Contributions during that fiscal year. While the overwhelming majority of this money related to education, approximately \$1 million related to other areas, largely Public Health. Continued receipt of these funds will be a matter of national and state consideration in the months to come. During the budget review process, the Finance Committee has emphasized the need to develop a clearer understanding of the sources, levels and uses of such funds. While it is extremely unlikely that these funds will disappear entirely, it is not out of the question that they may be curtailed. If and to the extent that this does occur, we will be faced with serious questions in striking an appropriate balance between the services we receive and the revenues available to pay for those services. The data that we have and will continue to assemble will be an important part of that process. The disciplined approach and the prudent fiscal policies that the Town has followed over the years have left us in a strong financial condition and should provide us with solid footing as we move forward. Applying these principles to the issues presented should enable us to meet the challenges that could be posed in the coming months.

The Finance Committee would again like to recognize the hard work and dedication of the Town Manager, the Director of Finance, the Superintendent of Schools and the Director of Financial Operations for the Needham Public Schools. Our Committee benefited greatly

from their efforts and from the open and constructive approach that they took in addressing and resolving competing considerations. In addition, we would like to acknowledge all the citizens who dedicate their time and talents to serving our community through elected and appointed positions. Their thoughtful input as we reviewed the Departmental budgets was a critical part of our review process.

The Chair would also like to thank the members of the Finance Committee for their efforts in examining and prioritizing the budgetary requests, reviewing the Town's immediate and longer term needs, capital plans and investments. Our recommendations are the product of thoughtful and productive debates, with the long term interests of the Town always being the guiding principle. I am proud to present a fiscally sound budget that embodies that principle.

Respectfully submitted on behalf of the Finance Committee,

Richard Reilly
Chair

Committee Members:

Richard Lunetta, Vice Chair
John Connelly
Richard Creem
Gary McNeill

Louise Miller
Lisa Zappala
Richard Zimbone
Louise Mizgerd, Executive Secretary

Article	Description	Inserted By	Page
1	Annual Town Election		19
2	Committee and Officer Reports	Board of Selectmen	20
HUMAN RESOURCES ARTICLES			
3	Establish Elected Officials' Salaries	Personnel Board	20
FINANCE ARTICLES			
4	Accept Chapter 73, Section 4 of the Acts of 1986	Board of Selectmen	21
5	Appropriate for Needham Property Tax Assistance Program	Board of Selectmen	21
6	Appropriate for Facility Master Plan Study	Board of Selectmen	22
7	Appropriate for Warner Field Renovation	Board of Selectmen	22
8	Appropriate for LED Conversion	Board of Selectmen	23
9	Appropriate the FY2014 Operating Budget	Board of Selectmen & Finance Committee	23
10	Appropriate the FY2014 RTS Enterprise Fund Budget	Board of Selectmen & Finance Committee	24
11	Appropriate the FY2014 Sewer Enterprise Fund Budget	Board of Selectmen & Finance Committee	25
12	Appropriate the FY2014 Water Enterprise Fund Budget	Board of Selectmen & Finance Committee	26
13	Continue Departmental Revolving Funds	Board of Selectmen	28
14	Establish Revolving Fund – Facility Activity Use	Board of Selectmen	29
15	Authorization to Expend State Funds for Public Ways	Board of Selectmen	30
ZONING / LAND USE ARTICLES			
16	Betterment Street Acceptance – Booth Street	Board of Selectmen	30
17	Extinguish Sewer Easement – Dale Street	Board of Selectmen	31
18	Amend Zoning By-Law – Interim Regulations For Medical Marijuana Uses	Board of Selectmen	31
19	Amend Zoning By-Law - Dimensional Regulations	Planning Board	33
20	Amend Zoning By-Law – Definitions	Planning Board	33
21	Amend Zoning By-Law – Dimensional Controls for Exempt Uses	Planning Board	34
22	Amend Zoning By-Law – Dimensional Regulations for Mixed Use 128 Zoning District	Planning Board	35
GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES			
23	Amend General By-Law – Marijuana Consumption on Public Property	Board of Selectmen	37
24	Amend General By-Law – Alcoholic Beverages on Public Property	Board of Selectmen	38
25	Amend General By-Law – Type and Length of Contracts	Board of Selectmen	38
26	Amend General By-Law – Private Ways	Board of Selectmen	39

2013 Annual Town Meeting Warrant

Article	Description	Inserted By	Page
27	Amend General By-Law – Sign By-Law	Board of Selectmen	39
28	Authorize Lease of Rail Corridor	Board of Selectmen	43
29	Re-determine Sewer Betterment Rate	Board of Selectmen	43
COMMUNITY PRESERVATION ACT ARTICLES			
30	Appropriate for Community Housing Specialist	Community Preservation Committee	44
31	Appropriate for Open Space and Recreation Plan	Community Preservation Committee	44
32	Appropriate for Trail Design for Reservoir ADA Trail and Ridge Hill Loop	Community Preservation Committee	44
33	Appropriate for Newman Fields and Eastman Conservation Area Design	Community Preservation Committee	45
34	Appropriate for Newman Preschool Playground Surfacing	Community Preservation Committee	45
35	Appropriate for Mills Field Park Design	Community Preservation Committee	46
36	Appropriate for Community Farm Soil Improvements	Community Preservation Committee	46
37	Appropriate to Community Preservation Fund	Community Preservation Committee	47
CAPITAL ARTICLES			
38	Rescind Debt Authorizations	Board of Selectmen	47
39	Appropriate for General Fund Cash Capital	Board of Selectmen	48
40	Appropriate for Pollard Boiler Replacement	Board of Selectmen	55
41	Appropriate for Public Works Infrastructure Program	Board of Selectmen	55
42	Appropriate for DPW Complex Renovations	Board of Selectmen	56
43	Appropriate for RTS Enterprise Fund Cash Capital	Board of Selectmen	57
44	Appropriate for RTS Construction Equipment	Board of Selectmen	57
45	Appropriate for Sewer Enterprise Fund Cash Capital	Board of Selectmen	58
46	Appropriate for Water Enterprise Fund Cash Capital	Board of Selectmen	59
47	Appropriate for St. Mary’s Pump Station	Board of Selectmen	60
TOWN RESERVE ARTICLES			
48	Appropriate to Athletic Facility Improvement Fund	Board of Selectmen	61
49	Appropriate to Capital Improvement Fund	Board of Selectmen	61
50	Appropriate to Capital Facility Fund	Board of Selectmen	62
51	Omnibus	Board of Selectmen	62

2013 Annual Town Meeting Warrant

Summary of Revenue
FY2012 - FY2014
General Fund Only

	Actual FY2012	Current Budget FY2013	Preliminary FY2014
Local Estimated Receipts			
Local Excises and Other Tax Related Collections	\$5,567,919	\$4,670,000	\$4,869,000
Departmental Activities	\$3,631,268	\$2,544,000	\$2,949,450
Fines & Forfeits & Assessments	\$178,909	\$156,000	\$160,000
Investment Income	\$103,130	80,000	80,000
Miscellaneous Revenue	\$159,796	135,000	135,000
Miscellaneous Non-recurring	<u>\$1,038,545</u>	<u>69,632</u>	<u>0</u>
SUB-TOTAL	\$10,679,567	\$7,654,632	\$8,193,450
Property Taxes & State Aid			
Real & Personal Property Tax Levy	\$95,712,032	\$100,442,271	\$104,457,493
Cherry Sheet Revenue (State Aid)	<u>\$9,287,432</u>	<u>\$10,059,745</u>	<u>\$10,503,112</u>
SUB-TOTAL	\$104,999,464	\$110,502,016	\$114,960,605
Other Available Funds & Free Cash			
Undesignated Fund Balance (Free Cash)	\$3,380,269	\$5,366,720	\$2,153,808
Overlay Surplus	\$500,000	\$500,000	\$1,000,000
Reserved for Appropriation - Parking	\$40,000	\$40,000	\$40,000
Reserved for Appropriation - C & D	\$0	\$0	\$0
Transfer from other Articles	\$163,192	\$1,135,000	\$53,070
Other Available Funds	\$0	\$28,018	\$0
Reserved for Debt Exclusion Offset	<u>\$85,250</u>	<u>\$56,328</u>	<u>\$122,507</u>
SUB-TOTAL	\$4,168,711	\$7,126,066	\$3,369,385
Total General Fund Revenue	\$119,847,742	\$125,282,714	\$126,523,440
Adjustments to General Fund Revenue			
Enterprise & CPA Reimbursements	\$1,915,715	\$2,158,539	\$2,281,000
SUB-TOTAL	\$1,915,715	\$2,158,539	\$2,281,000
Total Revenue Available for General Fund Uses	\$121,763,457	\$127,441,253	\$128,804,440

Account Balances

Athletic Facility Improvement Fund	As of March 31, 2013	\$283,096
Capital Facility Fund	As of March 31, 2013	\$1,292,738
Capital Improvement Fund	As of March 31, 2013	\$648,616
Free Cash	As of March 31, 2013	\$2,153,808
Parking Meter Fund	As of March 31, 2013	\$165,916
Sewer Enterprise Fund Retained Earnings	As of March 31, 2013	\$1,951,436
Solid Waste Enterprise Fund Retained Earnings	As of March 31, 2013	\$442,722
Stabilization Fund	As of March 31, 2013	\$3,718,089
Water Enterprise Fund Retained Earnings	As of March 31, 2013	\$2,740,398

2013 Annual Town Meeting Warrant

Summary of Expenditures
FY2012 - FY2014
General Fund Only

	Actual Committed FY2012	Current Budget FY2013	Recommended FY2014
Town Wide Group	\$29,932,861	\$33,310,831	\$35,023,069
Department Budgets			
Board of Selectmen/Town Manager	\$794,641	\$826,252	\$794,348
Town Clerk/Board of Registrars	\$297,575	\$341,853	\$321,912
Town Counsel	\$344,762	\$300,039	\$305,790
Personnel Board	\$11,230	\$11,600	\$15,600
Finance Department	\$2,069,917	\$2,431,985	\$2,472,468
Finance Committee	\$28,399	\$31,364	\$32,893
Planning Department	\$249,320	\$255,442	\$269,399
Community Development	\$117,607	\$130,484	\$141,757
Police Department	\$5,027,335	\$5,468,010	\$5,624,023
Fire Department	\$5,952,204	\$6,503,732	\$6,844,275
Building Inspector	\$444,333	\$489,559	\$559,654
Minuteman Regional High School	\$592,424	\$780,038	\$733,961
Needham Public Schools	\$48,417,092	\$51,112,681	\$53,995,587
Department of Public Works	\$4,484,930	\$5,020,896	\$5,021,902
Municipal Parking Program	\$34,987	\$55,000	\$70,250
Municipal Street Lighting Program	\$183,695	\$233,000	\$217,804
Department of Public Facilities	\$7,539,925	\$7,772,462	\$8,003,190
Health Department	\$453,939	\$488,712	\$515,549
Human Services	\$561,612	\$588,016	\$670,348
Commission on Disabilities	\$321	\$550	\$550
Historical Commission	\$355	\$1,050	\$1,050
Library	\$1,342,044	\$1,382,743	\$1,419,551
Park & Recreation	\$543,933	\$561,374	\$574,456
Memorial Park	\$750	\$750	\$750
Department Budget Total	\$79,493,330	\$84,787,592	\$88,607,067
Total Budget	\$109,426,191	\$118,098,423	\$123,630,136
Other Appropriations			
General Fund Cash Capital	\$1,867,051	\$3,786,633	\$1,237,654
Other Financial Warrant Articles	\$30,299	\$47,699	\$15,025
Transfers to Other Funds	\$1,544,571	\$2,318,428	\$1,320,844
Total Other Appropriations	\$3,441,921	\$6,152,760	\$2,573,523
Other Uses			
Other Amounts Required to be Provided	\$74,054	\$74,736	\$74,735
State & County Assessments	\$1,198,244	\$1,238,429	\$1,269,390
Provisions for Abatements & Exemptions	\$2,135,466	\$1,876,905	\$1,256,656
Total Other Uses	\$3,407,764	\$3,190,070	\$2,600,781
Total General Fund Expenses	\$116,275,876	\$127,441,253	\$128,804,440

**Town of Needham
General Fund
FY2014 Budget Recommendation - Submitted by the Finance Committee**

Line	Description	FY2012 Expended	FTE	FY2013 Current Budget (03/15/2013)	FTE	FY2014 Finance Committee Recommendation	FTE	% Change from 13	FY2014 Amendments
<u>Townwide Expenses</u>									
1	Non-Contributory Retirement Payments	32,620		33,400		34,100			
2	Contributory Retirement System	4,621,072		4,997,421		5,420,454			
3	Group Health Insurance & Benefits	8,886,729		9,973,869		10,091,409			
4	Retiree Insurance & Insurance Liability Fund	4,406,275		4,523,887		4,727,462			
5	Unemployment Compensation	213,013		250,000		250,000			
6	Debt Service	10,867,982		11,223,182		12,108,851			
7	Workers Compensation	450,000		450,000		467,550			
8	Casualty Liability & Self Insurance Program	455,170		525,000		525,000			
9	Classification Performance & Settlements	Transfers Only		25,000		25,000			
10	Reserve Fund	Transfers Only		1,309,072		1,373,243			
	Total	29,932,861		33,310,831		35,023,069			
Townwide Expense Total		29,932,861		33,310,831		35,023,069		5.1%	
<u>Board of Selectmen & Town Manager</u>									
11A	Salary & Wages	642,026	8.0	669,819	8.0	687,407	8.0		
11B	Expenses	152,615		156,433		106,941			
	Total	794,641		826,252		794,348			
<u>Town Clerk & Board of Registrars</u>									
12A	Salary & Wages	264,073	4.6	296,301	4.6	282,647	4.6		
12B	Expenses	33,502		45,552		39,265			
	Total	297,575		341,853		321,912			
<u>Town Counsel</u>									
13A	Salary & Wages	68,664	0.2	70,039	0.2	71,790	0.2		
13B	Expenses	276,098		230,000		234,000			
	Total	344,762		300,039		305,790			

Town of Needham
General Fund
FY2014 Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY2012 Expended	FTE	FY2013 Current Budget (03/15/2013)	FTE	FY2014 Finance Committee Recommendation	FTE	% Change from 13	FY2014 Amendments
<u>Personnel Board</u>									
14A	Salary & Wages	230		600		600			
14B	Expenses	11,000		11,000		15,000			
	Total	11,230		11,600		15,600			
<u>Finance Department</u>									
15A	Salary & Wages	1,355,838	21.7	1,600,620	23.7	1,637,963	23.7		
15B	Expenses	676,784		793,865		797,005			
15C	Capital	37,295		37,500		37,500			
	Total	2,069,917		2,431,985		2,472,468			
<u>Finance Committee</u>									
16A	Salary & Wages	27,933	0.5	30,289	0.5	31,668	0.5		
16B	Expenses	466		1,075		1,225			
	Total	28,399		31,364		32,893			
General Government Total		3,546,524	35.0	3,943,093	37.0	3,943,011	37.0	0.0%	
<u>Planning</u>									
17A	Salary & Wages	234,912	3.3	238,982	3.3	252,939	3.3		
17B	Expenses	14,408		16,460		16,460			
	Total	249,320		255,442		269,399			
<u>Community Development</u>									
18A	Salary & Wages	112,282	2.5	118,626	2.5	129,899	2.5		
18B	Expenses	5,325		11,858		11,858			
	Total	117,607		130,484		141,757			
19	Reserved	-		-		-			
Land Use and Development Total		366,927	5.8	385,926	5.8	411,156	5.8	6.5%	

**Town of Needham
General Fund
FY2014 Budget Recommendation - Submitted by the Finance Committee**

Line	Description	FY2012 Expended	FTE	FY2013 Current Budget (03/15/2013)	FTE	FY2014 Finance Committee Recommendation	FTE	% Change from 13	FY2014 Amendments
<u>Police Department</u>									
20A	Salary & Wages	4,675,710	57.0	4,959,157	57.0	5,175,845	57.0		
20B	Expenses	227,755		280,835		292,426			
20C	Capital	123,870		228,018		155,752			
	Total	5,027,335		5,468,010		5,624,023			
<u>Fire Department</u>									
21A	Salary & Wages	5,713,389	72.0	6,249,767	72.0	6,581,793	72.0		
21B	Expenses	238,815		253,965		262,482			
21C	Capital	-		-					
	Total	5,952,204		6,503,732		6,844,275			
<u>Building Inspector</u>									
22A	Salary & Wages	422,424	7.3	460,619	7.0	528,614	8.6		
22B	Expenses	21,909		28,940		31,040			
	Total	444,333		489,559		559,654			
Public Safety Total		11,423,872	136.3	12,461,301	136.0	13,027,952	137.6	4.5%	
<u>Minuteman Assessment</u>									
23	Assessment	592,424		780,038		733,961			
	TOTAL	592,424		780,038		733,961			
<u>Needham Public Schools</u>									
24	Needham Public School Budget	48,417,092	624.4	51,112,681	648.5	53,995,587	666.9		
	TOTAL	48,417,092		51,112,681		53,995,587			
Public Schools Total		49,009,516	624.4	51,892,719	648.5	54,729,548	666.9	5.5%	

**Town of Needham
General Fund
FY2014 Budget Recommendation - Submitted by the Finance Committee**

Line	Description	FY2012 Expended	FTE	FY2013 Current Budget (03/15/2013)	FTE	FY2014 Finance Committee Recommendation	FTE	% Change from 13	FY2014 Amendments
<u>Department of Public Works</u>									
25A	Salary & Wages	2,947,733	49.0	3,109,481	49.0	3,207,178	49.0		
25B	Expenses	1,356,498		1,384,915		1,406,974			
25C	Capital	6,546		126,500		7,750			
25D	Snow and Ice	174,153		400,000		400,000			
	Total	4,484,930		5,020,896		5,021,902			
<u>Municipal Parking Program</u>									
26	Municipal Parking Program	34,987		55,000		70,250			
	Total	34,987		55,000		70,250			
<u>Municipal Lighting Program</u>									
27	Municipal Lighting Program	183,695		233,000		217,804			
	Total	183,695		233,000		217,804			
	Public Works Total	4,703,612	49.0	5,308,896	49.0	5,309,956	49.0	0.0%	
<u>Department of Public Facilities</u>									
28A	Salary & Wages	2,950,023	54.8	3,227,402	55.0	3,407,208	56.0		
28B	Expenses	4,446,820		4,545,060		4,595,982			
28C	Capital	143,082		-		-			
	Total	7,539,925		7,772,462		8,003,190			
	Public Facilities Total	7,539,925	54.8	7,772,462	55.0	8,003,190	56.0	3.0%	
<u>Health Department</u>									
29A	Salary & Wages	377,114	5.9	401,658	5.9	418,295	5.9		
29B	Expenses	76,825		87,054		97,254			
	Total	453,939		488,712		515,549			

**Town of Needham
General Fund
FY2014 Budget Recommendation - Submitted by the Finance Committee**

Line	Description	FY2012 Expended	FTE	FY2013 Current Budget (03/15/2013)	FTE	FY2014 Finance Committee Recommendation	FTE	% Change from 13	FY2014 Amendments
<u>Human Services</u>									
30A	Salary & Wages	488,738	7.8	510,811	7.8	555,478	7.8		
30B	Expenses	72,874		77,205		114,870			
	Total	561,612		588,016		670,348			
<u>Commission on Disabilities</u>									
31A	Salary & Wages	-		-		550			
31B	Expenses	321		550		550			
	Total	321		550		550			
<u>Historical Commission</u>									
32A	Salary & Wages	-		-		1,050			
32B	Expenses	355		1,050		1,050			
	Total	355		1,050		1,050			
<u>Needham Public Library</u>									
33A	Salary & Wages	1,050,563	23.6	1,071,967	23.6	1,103,803	23.6		
33B	Expenses	291,481		310,776		315,748			
	Total	1,342,044		1,382,743		1,419,551			
<u>Park & Recreation Department</u>									
34A	Salary & Wages	440,395	4.0	453,499	4.0	468,456	4.0		
34B	Expenses	103,538		107,875		106,000			
	Total	543,933		561,374		574,456			
<u>Memorial Park</u>									
35A	Salary & Wages	-		-		750			
35B	Expenses	750		750		750			
	Total	750		750		750			
Community Services Total		2,902,954	41.3	3,023,195	41.3	3,182,254	41.3	5.3%	
Department Budgets		79,493,330	946.6	84,787,592	972.6	88,607,067	993.6	4.5%	
Total Operating Budget		109,426,191		118,098,423		123,630,136		4.7%	

(This page has been left intentionally blank.)

**WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 9, 2013
TOWN OF NEEDHAM
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 and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School – Cafeteria
Precinct B	-	Hillside School – Cafeteria
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Pollard Middle School – Inner Space
Precinct F	-	Stephen Palmer Community Room
Precinct G	-	Broadmeadow School - Performance Center
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE NINTH DAY OF APRIL, 2013

from seven o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
One Selectman for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years;
Eight Town Meeting Members from Precinct A for Three Years;
Two Town Meeting Members from Precinct A for Two years;

Eight Town Meeting Members from Precinct B for Three Years;
Eight Town Meeting Members from Precinct C for Three Years;
One Town Meeting Member from Precinct C for One Year;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
One Town Meeting Member from Precinct H for Two Years;
Eight Town Meeting Members from Precinct I for Three Years;
Eight Town Meeting Members from Precinct J for Three Years.

Warrant for the Annual Town Meeting

Monday, May 6, 2013 at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

HUMAN RESOURCE ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2013, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$68,075
Town Clerk with 6 years of service in that position	\$86,258 (1)
Selectmen, Chairman	\$1,800
Selectman, Others	\$1,500

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$5,176, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed \$45,014. The annual salary of \$86,258 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$8,792. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$12,309; or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

FINANCE ARTICLES

ARTICLE 4: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2013, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 99% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2013, the cumulative increase above the statutory limit was 95%.

ARTICLE 5: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,025 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

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

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The voluntary fund received \$15,025 in fiscal year 2012.

ARTICLE 6: APPROPRIATE FOR FACILITY MASTER PLAN STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$150,000 for a facility master plan feasibility study, to be spent under the direction of the Permanent Public Building Committee/Town Manager and raised from the tax levy; or take any other action relative thereto.

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

Article Information: This article will fund a feasibility study as a follow-up to the plan released in 2007. The DiNisco study included an action plan for years 2008 – 2012 and a tentative plan for years 2013 – 2022. Since the release of the plan, the Town has renovated and re-opened the High Rock School, renovated and re-opened the Town Hall, constructed and opened a new Public Services Administration Building, renovated and re-opened the Newman School, and begun construction on a new Senior Center. Funding for the relocation of the Salt Shed has been secured, and funding for DPW garage bay storage is proposed for funding under Article 42. A study of options for location of the School Administration staff and the suitability of the Emery Grover Facility are underway, as is an evaluation of Rosemary Pool. Condition Assessments of the Hillside, Mitchell, and Pollard School have been conducted and energy audits of 10 facilities were completed in 2011. A pre-feasibility study for the options for renovation or reconstruction of the Hillside and Mitchell Schools is complete, and the Town is in the process of preparing a Statement of Interest to submit to the Massachusetts School Building Authority for reconstruction of those schools. Evaluation and planning for existing municipal facilities, including Police and Fire Stations, Public Works Operations, RTS, Ridge Hill/Nike, and School buildings, as well as future possibilities such as a community center, is needed to update the Facility Master Plan for the next five year period and beyond.

ARTICLE 7: APPROPRIATE FOR WARNER FIELD RENOVATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$25,000 for the renovation of Warner Field at DeFazio Park, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that the following be transferred: \$5,410 from Article 65 of the May 2006 Annual Town Meeting, \$16,659 from Article 7 of the May 2007 Special Town Meeting, and \$2,931 from Article 8 of the May 2010 Special Town Meeting; or take any other action relative thereto.

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

Article Information: This article would fund the renovation of areas in and around the infield and foul lines of the Warner Field at the DeFazio Complex. These areas have been aerated and seeded numerous times, but have failed to thrive due to the amount of weeds. The outfield at Warner Field was recently sodded, and this project will complete the renovation of the field. This project will also serve to protect the newly sodded area, as there will be less opportunity for weed seeds to migrate.

ARTICLE 8: APPROPRIATE FOR LED CONVERSION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$28,070 for LED Conversion, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that the following be transferred: \$5,165 from Article 13 of the May 2004 Special Town Meeting, \$15,367 from Article 32 of the May 2008 Annual Town Meeting, \$5,559 from Article 32 of the May 2010 Annual Town Meeting, and \$1,979 from Article 8 of the May 2010 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town has undergone a concerted effort to convert its traffic signal bulbs from incandescent to LED. The Town has converted approximately 55% of the traffic signals to date, and has begun to realize energy savings – projected to be \$28,070 in FY2014. This article would fund the upgrade of the remaining traffic signals.

ARTICLE 9: APPROPRIATE THE FY2014 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$40,000, from Free Cash in the amount of \$1,619,224, from the overlay surplus in the amount of \$500,000, from amounts reserved for debt exclusion offsets in the amount of \$122,507, and \$711,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as Shown on Pages 13-17

ARTICLE 10: APPROPRIATE THE FY2014 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2014, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Town of Needham
RTS Enterprise
FY 2014**

Line #	Description	FY 2012		FY 2013		FY 2014		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
101A	Salary & Wages	\$ 635,630	9.0	\$ 653,290	9.0	\$ 666,915	9.0	
101B	Expenses	\$ 1,029,974		\$ 1,214,293		\$ 1,221,816		
101C	Operating Capital	\$ 37,620		\$ 43,000		\$ 60,000		
101D	Debt Service	\$ 149,361		\$ 150,000		\$ 150,000		
102	Reserve Fund	Transfers Only		\$ 25,000		\$ 25,000		
TOTAL		\$ 1,852,585	9.0	\$ 2,085,583	9.0	\$ 2,123,731	9.0	
FY2014 Budget Percentage Change from FY2013 Budget							1.8%	

and further to meet this appropriation that \$801,458 be raised from the tax levy and transferred to the RTS Enterprise Fund, and \$85,000 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

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

Article Information: The Town's Recycling Center and Transfer Station (RTS) is one of the most utilized facilities within the Town - approximately 75% of Needham residents directly utilize the facility. The majority of the remaining 25% of Needham residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for many Town Departments along with the materials processing area and snow dump services for the Department of Public Works. In addition, the RTS maintains municipal agreements with various municipalities for wood waste processing services and material screening services. The RTS also provides a variety of other specialty recycling options for the Town such as books, clothing, and many other reusable items for residents to utilize as needed.

The operating budget for FY2014 is \$38,148, or 1.8% more than the FY2013 budget. The change is attributable to a \$13,625 increase in personnel related costs (2.1%), a \$7,523 increase in non-personnel related costs (0.6%), a \$17,000 change in operating capital (39.5%), and no change in the debt service and reserve fund lines for next year.

The change in the personnel expense line reflects the collective bargaining agreement for FY2014 with the DPW union. The increase in the expense line is attributable to increases in vehicular supplies and other purchase of services for rock crushing and material processing which was intended to be increased to two-thirds of its full operation this year. The increase was mitigated in part by reductions in transportation of municipal solid waste. The operating capital increase of \$17,000 is for the purchase of an additional open top trailer. The extra trailer should provide less down time and allow more preventative maintenance to be performed on the existing equipment.

Debt service is level funded at \$150,000 and supports the debt capacity requirements to continue the current RTS operations. The reserve fund is level dollar as well for FY 2014.

The RTS also reimburses the general fund for costs incurred and paid by the general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. This budget is funded through a combination of property tax revenue, user fees and retained earnings.

ARTICLE 11: APPROPRIATE THE FY2014 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2014, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Town of Needham
Sewer Enterprise
FY 2014**

Line #	Description	FY 2012		FY 2013		FY 2014		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
201A	Salary & Wages	\$ 837,531	12.0	\$ 902,938	12.0	\$ 931,141	12.0	
201B	Expenses	\$ 292,361		\$ 475,056		\$ 369,945		
201C	Capital Outlay	\$ 22,314		\$ 25,000		\$ 25,000		
201D	MWRA Assessment	\$ 5,291,080		\$ 5,440,127		\$ 5,403,053		
201E	Debt Service	\$ 1,301,699		\$ 1,400,000		\$ 1,500,000		
202	Reserve Fund	Transfers Only		\$ 35,000		\$ 35,000		
TOTAL		\$ 7,744,985	12.0	\$ 8,278,121	12.0	\$ 8,264,139	12.0	
FY2014 Budget Percentage Change from FY2013 Budget							-0.2%	

and further to meet this appropriation that \$468,936 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and \$118,940 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

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

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

The operating budget for FY2014 shows an overall decrease of \$13,982 or 0.2% under the FY2013 budget. The preliminary assessment for FY2014 is \$37,074 less than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

The personnel expense line shows an increase of \$28,203 or 3.1%, which is inclusive of the collective bargaining agreement in effect for FY2014. There is no increase in the number of funded positions. The expense line is down \$105,111 or 22.1%. Most of this decrease is related to the drains program where repairs and maintenance was reduced by \$43,000 and energy costs were reduced by approximately \$21,000. Part of the reduction in the sewer operating budget was done in anticipation of increasing the amount funded in the operating capital outlay line by \$40,000 for drains related projects, but in consultation with the Finance Committee it was decided to fund the proposed program through a financial warrant article at a future Town Meeting. Therefore, the capital outlay line is level dollar at \$25,000 for FY2014. This line is used to purchase equipment such as sewer pumps and small power equipment. The \$100,000 increase in debt service is based on approved projects, and is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The annual debt service for Sewer is based on an average of \$1.5 million per year. The reserve fund is level dollar for FY2014. The budget plan for FY2014 includes use of \$118,940 from sewer retained earnings. The \$468,936 from the tax levy is to pay for the drains related programs. This is a reduction of \$24,456 from the current year funding for the drains program.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

ARTICLE 12: APPROPRIATE THE FY2014 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2014, under the provisions of M.G.L. Chapter 44, Section 53F ½:

2013 Annual Town Meeting Warrant

Town of Needham
Water Enterprise
FY 2014

Line #	Description	FY 2012		FY 2013		FY 2014		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
301A	Salary & Wages	\$ 863,102	16.0	\$ 1,028,088	16.0	\$ 1,048,593	16.0	
301B	Expenses	\$ 936,221		\$ 1,026,906		\$ 1,047,350		
301C	Capital Outlay	\$ 52,000		\$ 20,000		\$ 31,500		
301D	MWRA Assessment	\$ 610,028		\$ 965,737		\$ 1,273,404		
301E	Debt Service	\$ 1,540,937		\$ 1,550,000		\$ 1,550,000		
302	Reserve Fund	Transfers Only		\$ 75,000		\$ 75,000		
TOTAL		\$ 4,002,288	16.0	\$ 4,665,731	16.0	\$ 5,025,847	16.0	
FY2014 Budget Percentage Change from FY2013 Budget							7.7%	

and further to meet this appropriation that \$359,567 be transferred from Water Enterprise Fund Retained Earnings; or take any other action relative thereto.

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

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day, and the Town is registered for approximately 4.0 million gallons of water per day. The Department of Environmental Protection (DEP) permit allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2014 is \$360,116 or 7.7% more than the FY2013 budget. This increase is primarily due to an increase in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2014 water assessment is based on CY2012 water use. The preliminary water assessment for FY2014 is \$1,273,404 an increase of \$307,667 or approximately 31.9% more than the FY2013 budget. The final assessment from the MWRA is not expected until the end of the State budget process. The increase reflected the higher use of MWRA water because the Town's main drinking water supply well remained off-line until late summer. The Town also relied on 100% MWRA water for approximately ten days in the late spring early summer as necessary repairs were done to the backwash tank.

The personnel expense line has increased by \$20,505 a 2.0% change from the FY2013 budget. This budget is inclusive of the collective bargaining agreement for FY2014. As with the RTS and Sewer enterprise budgets, there is no increase in the number of funded positions. The Water Enterprise Fund expense line is \$20,444 higher also 2.0 higher than the FY2013 budget. The growth in the expense line is attributable to an increase in professional and technical expenses of \$11,600 and a \$13,558 increase in vehicle supplies. A portion of those increases were offset by reductions in a number of other expenses. The operating capital has been increased by \$11,500 to \$31,500 for FY2014; a 57.5% increase. The additional funds are intended for small diameter water main work near Pershing Street and Hamilton Place. The balance of the operating capital expense line is for items that are typically needed to respond to an urgent situation such as a replacement of a water hydrant, larger water main and gate parts, or other low dollar time-sensitive repairs. Debt service is level funded at \$1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. The water reserve fund is level dollar for FY2014.

The FY2014 budget plan includes the use of \$359,567 in water retained earnings to mitigate increase in the MWRA assessment due to the well being off-line. The Town also regularly supplements it water needs due to irrigation water demand during the summer months. This water use is anticipated and is reflective in the irrigation rates.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 13: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2013:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2014 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	\$60,000
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	\$75,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	\$3,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to youth service and community	\$25,000

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2014 Budget
			programs	
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling meals	\$75,000
Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and other District-wide transportation	\$819,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

ARTICLE 14: ESTABLISH REVOLVING FUND – FACILITY ACTIVITY USE

To see if the town will vote to authorize a revolving fund for the Public Facilities Department under MGL Chapter 44 Section 53E1/2, that may be spent by the Director of Facility Operations without further appropriation during fiscal year 2014 for the purposes of paying expenses related to community use of public facilities. The Facility Activity Use Fund is to be credited with fees for permits and associated details, and the Director of Facilities Operations may spend \$250,000 in revolving fund monies; or take any other action thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to establish a new revolving fund for the fees and direct costs associated with permitted use of Town facilities. Non-Town organizations that receive permits to use municipal facilities pay a use fee as well as the direct costs associated with the event – such as custodial details. Fees are set by Town policy, and direct costs are based on actual wages. In the past, virtually all of the facilities used by non-Town groups were gymnasiums and auditoriums in School buildings. Permitting of after School use is handled by the Public Facilities Department, the fees paid by non-Town groups have been deposited into a School Department revolving fund, and costs associated with the permitted use are paid out of that fund. Increasingly, other buildings are being used by non-Town groups – such as Powers Hall, and likely the new Senior Center. This article would establish a new revolving fund, allowing for the transfer of the processing function from the School Department revolving fund to the new fund.

ARTICLE 15: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY2014 award amounts had not been released.

ZONING / LAND USE ARTICLES

ARTICLE 16: BETTERMENT STREET ACCEPTANCE – BOOTH STREET

To see if the Town will vote to accept the following street or portion thereof as laid out by the Board of Selectmen and according to a plan entitled “Acceptance Plan of Booth St. From 1964 Booth St. acceptance to Central Ave. – a distance of 619 ft. + in Needham, Mass.” on file with the Town Clerk:

Booth Street – From the intersection of Central Avenue and Booth Street to the end of the 1964 Acceptance of Booth Street, including the taking or acceptance of easements as shown on said plan, under the provisions of law authorizing the assessment of betterments; or take any action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town received a petition to accept the private way section of Booth Street as a Public Way. The Town approved funding at the 2011 Annual Town Meeting under Article 41 to

reconstruct the private section of Booth Street from Central Avenue to #50 Booth Street under the laws authorizing the assessment of betterments. The street has been reconstructed and betterment assessment letters have been mailed to the owners of the private way section of Booth Street. This Article requests that Town Meeting accept the recently reconstructed street as a Public Way..

ARTICLE 17: EXTINGUISH SEWER EASEMENT – DALE STREET

To see if the Town will authorize the Board of Selectmen to abandon a sewer easement parallel to and on the west side of the section of Dale Street that intersects West Street in the Town of Needham, being more fully described in a grant to the Town recorded at the Norfolk Registry of Deeds in Book 4065, Page 241; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: A developer has requested that an existing sewer easement running parallel to Dale Street be abandoned. The existing sewer main within the easement has been removed and a new sewer main has been constructed within the Public right-of-way of Dale Street. The existing sewer easement running parallel to Dale Street is no longer needed by the Town.

ARTICLE 18: AMEND ZONING BY-LAW – INTERIM REGULATIONS FOR MEDICAL MARIJUANA USES

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

(a) By adding a new Section 8, Interim Regulations for Medical Marijuana Uses, to read as follows:

“8 Interim Regulations for Medical Marijuana Uses

8.1 Purpose

This section is intended to provide restrictions that will allow the Town adequate time to consider whether to allow facilities associated with the medical use of marijuana, to the extent that such facilities are permitted under state laws and regulations, and, if so, where and under what conditions. Given that a law permitting the medical use of marijuana in the Commonwealth of Massachusetts shall be in effect beginning January 1, 2013, and that the Massachusetts Department of Public Health has yet to promulgate the regulations by which facilities that produce or dispense medical marijuana shall be registered and administered, a restriction on the establishment of such facilities in Needham shall provide the opportunity to study their potential impacts on adjacent uses and on general public health, safety and welfare, and to develop zoning and other applicable regulations that appropriately address these considerations consistent with statewide regulations and permitting procedures.

8.2 Definition

A Medical Marijuana Treatment Center shall mean any medical marijuana treatment center, as defined under state law as a Massachusetts not-for-profit entity that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers, which is properly licensed and registered by the Massachusetts Department of Public Health pursuant to all applicable state laws and regulations.

8.3 Exclusion of other Marijuana Uses

Any establishment that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers shall not be permitted if such establishment has not been properly registered and licensed in accordance with applicable state and local laws and regulations, or is not operated as a not-for-profit entity, or otherwise fails to meet the definition of a Medical Marijuana Treatment Center.

8.4 Exclusion of Accessory Uses

In no case shall the acquisition, cultivation, possession, processing, transference, transportation, sale, distribution, dispensing, or administration of marijuana, products containing or derived from marijuana, or related products be considered accessory to any use.

8.5 Interim Restriction

8.5.1 Medical Marijuana Treatment Centers shall not be permitted in any zoning district in Needham so long as this Section 8 is effective, as set forth in Section 8.6 below.

8.5.2 The cultivation, processing, sale, distribution and distribution of marijuana, products containing or derived from marijuana or related products shall not be permitted in any zoning district in Needham so long as this Section 8 is effective, as set forth in Section 8.6 below.

8.6 Expiration

This Section 8 shall be effective through March 1, 2014.

(b) Amend the Table of Contents to add Section 8, Interim Regulations for Medical Marijuana Uses.

Or take any action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article seeks to amend the Town's Zoning By-law to impose an interim moratorium on the location of medical marijuana facilities in the Town of Needham including but not limited to the operation of medical marijuana clinics and the cultivation of marijuana plants, until March 1, 2014. Given that the system for regulating medical marijuana at the State level is not yet clear, and the Town has not had the opportunity to study and discuss the land use implications of the new law, the

Board of Selectmen believes that it would be beneficial to establish an interim restriction on the establishment of such uses in the Town to provide the opportunity to develop a framework for regulating these uses under the Town's Zoning By-law. The proposed moratorium would provide adequate opportunity for the development of such zoning to be presented to the 2014 Annual Town Meeting, if warranted.

ARTICLE 19: AMEND ZONING BY-LAW – DIMENSIONAL REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.1 Basic Requirements, Subsection 4.1.3, Reduction of Area and Frontage Requirements, by revising the paragraph, so that the entire subsection shall now read as follows: (new language underlined):

“4.1.3 Reduction of Area, Frontage, and Setback Requirements

No lot shall be reduced in area or frontage if it already has or will be caused to have less area or frontage than required by this section, except by a taking by eminent domain or a conveyance for a public purpose. Such lots reduced in area or frontage by a taking by eminent domain or a conveyance for a public purpose shall be entitled to the protections afforded by statute and in this By-Law to pre-existing nonconforming lots. Further, if an existing structure is rendered nonconforming as to setback (or more non-conforming as to setback) by a taking by eminent domain or conveyance for a public way or access way or by the approval of a subdivision way for a third party, said structure shall be entitled to the protections afforded by statute and in this By-Law to pre-existing nonconforming structures. Notwithstanding the foregoing, the protections afforded by this section shall not apply to vacant lots existing prior to the effective date of this section which are less than 5,000 sq. ft. and/or with less than 50 feet of frontage.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Explanation: This provision clarifies that a lot reduced in area or frontage by public action is entitled to grandfathered protection. It further clarifies that similar public actions that reduce the setback of preexisting structures on the lot to public or private ways are similarly entitled to grandfathered protection. The protections afforded by this section do not apply to vacant lots existing prior to the effective date of this section which are less than 5,000 sq. ft. in area and/or which have less than 50 feet of frontage.

ARTICLE 20: AMEND ZONING BY-LAW – DEFINITIONS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 1.3, Definitions, by revising the existing definition of the term “Half-Story or ½ Story”, so that it shall now read as follows: (new language underlined):

“Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a

building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

Or take any other action relative thereto.

INSERTED BY: PLANNING BOARD

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Explanation: This provision is a technical change designed to make explicit, as previously adopted by Town Meeting, what may be included in the top half-story of a 2 ½ story single or two-family dwelling, and applies to all districts where such uses are allowed by right or by special permit and the height limit is 2 ½ stories. The current rule adopted by Town Meeting in May of 1999 allows for the placement of dormers in the "½ story" of a 2 ½ story single or two-family dwelling subject to the following restrictions: (1) no more than 50% of the area contained in the ½ story could have a finished ceiling height exceeding 5 feet; and (2) the length of dormers installed in a sloping roof directly above the second story of a structure could not exceed 30% of the eave length of the portion of the roof in which the dormer is built. No change to this rule is proposed by this amendment. Rather the amendment clarifies the applicability of the provision to single-family detached dwellings and two-family detached dwellings located in all zoning districts as has been the practice since its adoption in 1999.

ARTICLE 21: AMEND ZONING BY-LAW – DIMENSIONAL CONTROLS FOR EXEMPT USES

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

1. In Section 4.7 Special Conditions, Subsection 4.7.4 Dimensional Controls for Exempt Uses, by deleting Section 4.7.4 in its entirety.
2. In Section 4.7 Special Conditions, Subsection 4.7.5 Change in Dimensional Regulations by Special Permit, by replacing "4.7.5" with "4.7.4" in the first sentence of the second paragraph.
3. In Section 4.7 Special Conditions by renumbering Subsection 4.7.5 Change in Dimensional Regulations by Special Permit as Subsection 4.7.4.

Or take any other action relative thereto.

INSERTED BY: PLANNING BOARD

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Explanation: This amendment is offered to ensure that the Town remains compliant with the provisions of the Dover Amendment. The Dover Amendment is a subsection of the state's Zoning Act contained within M.G.L. c. 40A, §3, and applies to land owned or leased by non-profit educational corporations, by the Commonwealth, or by religious institutions, and protects educational or religious uses by those organizations “from bylaws or ordinances that prohibit, regulate or restrict the use of land or structures...” Although this protection is often described as an ‘exemption’ from zoning regulations, such protected uses are still subject to “reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements”. In determining whether a regulation is reasonable under the Dover Amendment nondiscriminatory intent and effect as to the exempt organization must be demonstrated in the bylaw’s application.

Currently, the Needham Zoning By-law imposes a minimum open space requirement of 50% on exempt religious and educational uses not otherwise applicable to non-exempt religious and educational uses thereby violating the nondiscriminatory intent and effect rule of the Dover Amendment. The proposed amendment creates parity between exempt and non-exempt uses by eliminating this additional open space requirement for exempt uses. Current dimensional requirements (front, side and rear yard setbacks, floor area ratio, and lot coverage) requirements for all buildings and structures devoted to public, semi-public and institutional uses remain in place and are applied equally to both exempt and nonexempt uses.

ARTICLE 22: **AMEND ZONING BY-LAW/ DIMENSIONAL REGULATIONS FOR MIXED-USE 128 ZONING DISTRICT**

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

1. In Section 4.9 Dimensional Regulations for Mixed-Use 128

Amend 4.9 Table

By adding to Front Setback and Side Setbacks notation to footnote (1)

By changing Maximum Lot Coverage from 60% to 65%

By changing Floor Area Ratio from 0.30 to 1.00

By changing Maximum Height from 54 feet to 70 feet

Amend Footnote (1)

By changing the first sentence to read: “All buildings shall be limited to a height of 70 feet, except that, buildings within 350 feet of a river shall be limited to a height of 54 feet.”

By adding a new second sentence: “Notwithstanding the forgoing, the Planning Board may allow by special permit a maximum height of up to 84 feet except within 350 feet of a river. If the height of a building is increased above the height of 54 feet, the front setback shall be increased to 15 feet and the side setback to 20 feet.”

Amend Footnote (2)

By changing first sentence to read: “Maximum lot coverage shall be 65% for all projects.” [65% replaces 60%]

By changing second sentence to read: “However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to 75%.” [75% replaces 70%]

Amend Footnote (4)

By adding the following sentence at the end of this footnote: “Notwithstanding the preceding sentence, open space shall include pervious surfaces used for ways, access streets, parking areas, driveways, aisles, walkways, or other constructed approaches or service areas. (Pervious surfaces shall not preclude porous pavement, porous concrete, and/or other permeable pavers.)”

Amend Footnote (5)

By changing first sentence to read: “A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board.” [1.75 replaces 1.5]

By adding the following sentence at the end of the footnote: “Further, the Planning Board may allow a floor area ratio of up to 2.0, by special permit, where the applicant demonstrates, to the Board’s satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area.”

2. In Section 4.9.2 Floor Area Ratio, Incentives

Amend Section 4.9.2

By changing the first sentence to read: “In the Mixed Use-128 District the maximum floor area ratio (FAR) permitted by right shall be 1.00.” [1.00 replaces 0.3.]

3. Add New Section 4.9.3

The Planning Board may, by special permit, waive any or all dimensional requirements set forth above in this Section 4.9 (including sections 4.9.1 and 4.9.2), by relaxing each by up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law or the Goals of the District Plan cited in Section 6.8.1(b) of these Zoning By-Laws, and that such waivers are consistent with the requirements of Section 6.8. This section does not authorize the Planning Board to waive the maximum height regulations. (By way of example, the 15’ front yard setback could be waived to 11.25’; the 65% lot coverage could be waived to 81.25%; or the 40,000 sq. ft. minimum lot area could be waived to 30,000 sq. ft.)

[The words in brackets are not part of the change but are an explanation of the change.]

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Subsequent to Town Meeting adoption of zoning changes with respect to the New England Business Center (Needham Crossing), the Council of Economic Advisors (“CEA”) held symposia on the Mixed Use-128 Zoning District to explore the effect of height, floor area ratio, minimum open space and other dimensional requirements on development in that District. As a result of its meetings with the public, affected businesses and other interested parties, the CEA made recommendations regarding dimensional changes to address the constraints and the lack of flexibility in the existing zoning. The CEA sought to bring the zoning of the Mixed Use-128 District in line with that adopted for the NEBC.

The amendments to the Section 4.9 Table would change in the Mixed Use-128 District, the maximum lot coverage to 65% (from 60%), the floor area ratio to 1.0 (from 0.3), and the as of right height to 70 feet (from 54’—although height was allowed to be 68’ except within 350’ of the river). Under the amendment, building height may be increased up to a maximum of 84 feet by special permit from the Planning Board except within 350 feet of a river. The amendment also provides for the front setback to be increased (from 5’ to 15’) and side setback (from 10’ to 15’) if the height of the building is increased above 54’. The 54’ height limitation within 350’ of the river would be unchanged.

Maximum lot coverage would increase from 60% to 65. The adjoining lot landscaping provision, which gives a bonus for combined open space, would be changed from the existing 70% to 75%, so that if a project is designed so that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaping of an adjoining project for at least a distance of 50’, the maximum lot coverage could be increased to 75%.

The amendments also increase the floor area ratio by right to 1.00 (from 0.3) and by special permit to 1.75 (from 1.5) and the floor area ratio for low traffic generating uses to 2.0. Open space would also be defined to include pervious surfaces used for walkways, access streets, parking areas, ways, driveways, aisles, or other constructed approaches or service areas.

Because the CEA and Planning Board have concluded that the future development of the Mixed Use-128 District depends on Needham’s ability to be responsive to the requirements of new or proposed uses, they have recommended a new section 4.9.3, as was added to the NEBC zoning amendments recently adopted. This amendment will impart greater flexibility into the Zoning By-Law by allowing the Planning Board to relax dimensional requirements up to a maximum of 25%, except height, by special permit after making specific findings as to the propriety of the waivers as to a particular project and location.

GENERAL ARTICLES / CITIZENS’ PETITIONS / COMMITTEE ARTICLES

ARTICLE 23: **AMEND GENERAL BY-LAW –MARIJUANA CONSUMPTION ON PUBLIC PROPERTY**

To see if the Town will vote to amend its General By-Laws, Article 3, Police Powers, Authority and Regulations, by adding the following section;

“3.1.10. Use of Controlled Substances. No person shall smoke, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol (as defined in G.L. c. 94C, 1, as amended) while in or upon any street,

sidewalk, public way, footway, passageway, stairs, bridge, park, playground, beach, recreation area, boat landing, public building, schoolhouse, school grounds, cemetery, parking lot, or any area owned by or under the control of the Town; or in or upon any bus or other passenger conveyance operated by a common carrier; or in any place accessible to the public.”

And to amend Article 8, Section 8.2.2.4 Police Regulations, by adding the following sub-section:

“J. Use Of Controlled Substances (Section 3.10)

Fine Schedule:
\$200 per offense”

and to renumber following subsections accordingly; or take any other action relative thereto.

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

Article Information: The public consumption of alcohol on Town property is currently regulated under Section 3.1.9 of the General By-laws of the Town of Needham. The purpose of this article is to similarly prohibit the public consumption of marijuana or tetrahydrocannabinol on Town property or in any place accessible to the public, and to allow the Town to impose a fine of \$200 per offense for violation of the By-law provision.

ARTICLE 24: AMEND GENERAL BY-LAW –ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY

To see if the Town will vote to amend Article 8.2.2.4 (I) of the General By-laws by deleting the sum \$50 and inserting in place thereof the sum \$200; or take any other action relative thereto.

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

Article Information: The purpose of this article is to increase the fine for consumption of alcoholic beverages on public property to match the proposed fine for public consumption of marijuana.

ARTICLE 25: AMEND GENERAL BY-LAW – TYPE AND LENGTH OF CONTRACTS

To see if the Town will vote to amend Section 2.1.3 of the General By-laws by inserting at the end of the section the following:

“Lease by the Town of private land or buildings 10
Lease of land from a public agency or authority for recreational purposes 99”

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The General By-Laws authorize the Town to lease land to private entities for up to ten years, but are silent on lease by the Town of private land. This article would authorize the Town to lease private land, such as the portion of the Dedham Avenue parking lot not owned by the Town, for a period of up to ten years. Secondly, under Article 28, Town Meeting will consider authorizing the Board of Selectmen to lease the abandoned rail corridor in Needham for use as a recreational trail. This article would also enable the Town to lease that land for recreational purposes for up to 99 years.

ARTICLE 26: AMEND GENERAL BY-LAW – PRIVATE WAYS

To see if the Town will vote to amend Section 2.2.5.6.3 of the General By-laws by inserting a second paragraph, as follows: “Drainage shall not be included. Fifty one percent of the abutters to the private way must petition for the repairs to be made by the Town and agree to reimburse the Town for the cost of the repairs, if the repairs are expected to exceed \$300. If the cost of repairs is not expected to exceed \$300, no petition will be required and the abutters will not have to reimburse the Town. Betterment charges will not be assessed for such repairs. The Town shall not be liable for any damage to private property caused by such repairs. The private way need not have been open to public use prior to the repairs being made;” or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town of Needham adopted a Private Ways By-Law in 2008. In approving the amendment to the By-law, the Attorney General noted that the Town’s By-Law did not include all of the provisions of M.G.L. c, 40, Section 6N, which is the statute that allows the Town to perform temporary repairs on private ways. The Attorney General suggested that the By-Law be amended to include five additional provisions relating to drainage, abutter petition, limit of liability, prior use of the private way, and cash deposit requirements.

ARTICLE 27: AMEND GENERAL BY-LAW – SIGN BY-LAW

To see if the Town will vote to amend the Needham General By-Law, Article 5, the Sign By-Law as follows:

1. Amend Section 5.2 **DEFINITIONS** as follows:
 - a. By adding to e) the word “signs” after the words “on premises” so that it reads: “on-premises signs guiding and directing traffic and parking, not exceeding two square feet in area and bearing no advertising matter;”
 - b. By adding to f) the words “regularly or recurrently” between the words “unless” and “located” so that it reads: “devices hand-carried or mounted on vehicles, unless regularly or recurrently located for fixed display;”
 - c. By adding a new definition to the end of the section as follows: “Street Banner: A sign in the form of a banner spanning a public street, placed within the Town right-of-way, and/or in locations designated pursuant to Section 5.3.1.5 below.”

2. Amend Section 5.3 **ADMINISTRATION** as follows:
 - a. By adding to the first sentence of Section 5.3.1 **Design Review Board** the following: “Except for street banners governed, reviewed, and approved by the Board of Selectmen pursuant to Subsection 5.3.1.5, the” so that it reads in pertinent part: “Except for street banners governed, reviewed, and approved by the Board of Selectmen pursuant to Subsection 5.3.1.5, the review of all sign permit applications, and requests for special permits shall be performed by the Design Review Board (herein referred to as the “Board”), as further defined in Section 7.7 of the Needham Zoning By-Law.”
 - b. By adding a new Section 5.3.1.5 as follows: “**Board of Selectmen.** Street Banners which are placed within the Town right-of-way, spanning public streets and/or in locations authorized by the Board of Selectmen providing notice of a public entertainment or advertising a public, charitable, religious or educational event may be specifically approved by the Board of Selectmen and displayed in locations authorized by the Board of Selectmen for a time period not to exceed fourteen (14) consecutive days before the announced event. No commercial advertising shall be allowed to appear on the street banner. All street banners shall be removed within two business days following the end of the announced event or entertainment. Street Banners shall not be subject to the sign requirements of Subsections 5.3.2, 5.3.3, 5.3.4, 5.3.5, 5.3.6, and 5.3.7, and Sections 5.4 and 5.5. The Board of Selectmen may promulgate such regulations regarding street banners as it deems appropriate.”
 - c. By adding to Section 5.3.2 **Issuance of Permits** the words “,at which the applicant shall appear,” in the first sentence of the first paragraph between the words “Board” and “and a sign permit” so that the section reads in pertinent part: “No sign shall be erected, enlarged, redesigned, structurally altered, or used without the review of the Board, at which the applicant shall appear, and a sign permit issued by the Building Inspector, except for signs described in Sub-sections 5.5.1 (a), 5.5.1 (c), and 5.5.3.4.”
 - d. By adding to Section 5.3.2 the following sentences after the first sentence of the second paragraph: “If an applicant requires guidance as to whether any special permits are required or knows that such permit or permits are required, the applicant may file his application with the Building Inspector. If the Building Inspector finds that the proposed sign is in all respects in conformance with this article, he shall within 35 days of filing instruct the applicant to file the application directly to the Design Review Board.” Also by adding the following sentence as the last sentence in this paragraph: “If approved by the Design Review Board, the Building Inspector shall issue a sign permit within 45 days of the filing of the application.” This paragraph shall now read as follows:

“Applicants shall file a permit application accompanied by a photograph of the facade to which the sign is to be attached, or the area of intended location if unattached, and two prints of scale drawings of the sign and supporting structure showing placement thereon; the applicant shall also file five copies of the permit application, including five copies of all application materials, with the Design Review Board. (See Section 7.7 Design Review, of the Zoning By-Law.) If an applicant requires guidance as to whether any special permits are required or knows that such permit or permits are required, the applicant may file his application with the Building Inspector. If the Building Inspector finds that the proposed sign is in all respects in conformance with this article, he shall within 35 days of filing instruct the applicant to file the application directly to the Design Review Board. The Design Review Board shall review requests for sign permits submitted and shall, within thirty-five (35) days of the receipt of the application materials, transmit its advisory recommendations regarding the design of the sign to the Building Inspector and the applicant. No sign permit shall be issued by the Building Inspector within this thirty-five (35) day period unless said recommendations are sooner received. If approved by the Design Review Board, the Building Inspector shall issue a sign permit within 45 days of the filing of the application.”

- e. By deleting the last paragraph of Section 5.3.2 and replacing it with the following: “If the Building Inspector, upon requested review, finds that the proposed sign is not in conformance with this Article as aforesaid, he shall, within 35 days of the filing of the application notify the applicant in writing of the reasons why a sign permit cannot be granted as of right and give the applicant the option of revising the signage or applying for a special permit. The Building Inspector shall forward a copy of such notice to the Board.”
 - f. By deleting the heading of Section 5.3.4 “**Variances**” and inserting instead “**Special Permits**.”
 - g. By deleting from the first and second sentence of the first paragraph of Section 5.3.4 the words: “apply to the Building Inspector for a permit in accordance with the proceedings established by Sub-section 5.3.2 of this Article. Upon denial of the permit, the applicant shall” so that this section reads in pertinent part: “If an applicant wishes to obtain a permit for a sign that does not comply with this article, he shall apply to the Board for a Special Permit from the requirements of this article in accordance with the procedure established under Sub-section 5.3.3 of this Article.”
3. Amend Section 5.4 **GENERAL REGULATIONS** as follows:
- a. By deleting from Section 5.4.2.2 **Location** in subsection d) the first “is” in the first sentence and replacing it with “it”; by deleting “upon the issuance of a Special Permit, a”; and by deleting “may be used that does not materially obstruct any neighboring signs or businesses” and inserting instead after the word “perpendicular” the following: “ , blade, or projecting sign (hereinafter “projecting sign”) is allowed by right, even if it is a second sign, provided it does not, in the opinion of the Board, materially obstruct neighboring signs or businesses. Projecting signs may not be internally illuminated. If the projecting sign is the only sign requested by an applicant seven (7) square feet are allowed by right. If the projecting sign is in addition to a sign on the façade, three (3) square feet is allowed by right. Projecting signs may have a maximum projection of four (4) feet from the wall and a minimum of eight (8) feet above the sidewalk.” The section would then read: “No sign shall extend above or beyond the end of the wall to which it is attached, nor overhang a street or sidewalk by more than the thickness (up to 12”) of a flat wall sign: except one perpendicular, blade, or projecting sign (hereinafter “projecting sign”) is allowed by right, even if it is a second sign, provided it does not, in the opinion of the Board, materially obstruct neighboring signs or businesses. Projecting signs may not be internally illuminated. If the projecting sign is the only sign requested by an applicant seven (7) square feet are allowed by right. If the projecting sign is in addition to a sign on the façade, three (3) square feet is allowed by right. Projecting signs may have a maximum projection of four (4) feet from the wall and a minimum of eight (8) feet above the sidewalk.”
 - b. By adding in Section 5.4.2.3 **Type** in subsection b) the word “banners” between the words “flags” and “spinners” so that the section reads: “Pennants, streamers, advertising flags, banners, spinners or similar devices shall not be permitted.”
 - c. By adding a new subsection d) to Section 5.4.2.3 **Type** as follows: “Sandwich boards are also permitted provided they meet the following requirements: one sign per business; 2 feet by 3 feet maximum sign panel in a black colored frame; they are comprised of permanent printed sign panels or handwritten sign panels; they are located on the site of the advertised business’ street front on private property, or if on public property, do not block or interfere with the 48” width of the public sidewalk; they are on display during the business’ operating hours only; they may advertise short term sales, daily menus, sign-up periods up to three weeks ahead of end date, and similar special events; they are

not internally illuminated; and they do not contain any alcohol or cigarette advertisements.”

4. Amend Section 5.5 **PERMITTED SIGNS** as follows:
 - a. By adding to Subsection 5.5.3 **Business, Industrial and Industrial Park Zoning Districts** subsection 5.5.3.1 **Number** the words “and 5.4.2.2 d)” so that the section reads in pertinent part: “In addition to the signs allowed under Sub-section 5.5.1 and 5.4.2.2 d) the following are permitted:...”
 - b. By deleting from Subsection 5.5.3.3 **Permanent Freestanding Signs** a) the last sentence, reading: “If a sign is oriented for visibility from Route 128 (I-95) and is to exceed 32 square feet, then it must be approved by the Board; and the Board shall approve the sign only if it finds that the sign complies with the design guidelines established in Sub-section 5.3.5 of this article.”
 - c. By adding to Subsection 5.5.3.4 **Temporary** at the beginning of the section the words: “Except as provided in Section 5.4.2.3 d), temporary” so that the section now reads: “Except as provided in Section 5.4.2.3 d), temporary signs, in addition to signs allowed under Sub-section 5.5.3.1, are permitted only if unlighted, inside of windows, occupying not more than 25% of the area of each window, and advertising sales, special events or changes in the nature of an operation, but shall not otherwise be used to advertise a continuing or regularly recurring business operation and shall be removed promptly when the information they display is out of date or no longer relevant. No permit is required.”

Or take any action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information: In addition to a few technical corrections, the amendments address various issues which have come up in recent years. The Town is currently studying the downtown streetscape and one of the amenities that has been sought is the allowance of street banners to announce Townwide events (such as the Street Fair, Harvest Fair, and New Year’s Needham celebration). The amendment defines street banners, makes the Board of Selectmen the issuing Board, and specifies who might be entitled to the issuance of permits. It restricts locations to those approved by the Board of Selectmen and dictates the temporary nature of such banners. The Board of Selectmen is also authorized to promulgate regulations regarding street banners.

The amendment also allows applicants who think they may or know they need a special permit for the sign they are seeking to go directly to the Building Inspector and either seek his guidance and/or arrange for the notice necessary for the hearing on such permit applicants. Presently, special permit applicants are required to go the Design Review Board twice, even if they know they require a special permit. The amendment simplifies the procedure. It also makes clear that applicants must appear before the Design Review Board with their application.

In addition, the amendment allows blade or projecting signs as of right even if such sign is a second sign. The amendment makes clear the rules regarding such signs, including size, illumination, and height. Finally, the amendment allows for the use of sandwich signs, which would be regulated per the By-Law in relation to design, size, location, hours of use, nature of advertising and illumination.

ARTICLE 28: **AUTHORIZE LEASE OF RAIL CORRIDOR**

To if the Town will vote to authorize the Board of Selectmen to acquire by purchase or gift or otherwise the fee, easement, leasehold, license and/or other real property interests in (a) all or any portion of the land, premises, easements, rights-of-way in the abandoned railroad right-of-way from the Dover town line to the Newton city line and (b) abutting and underlying properties as necessary or desirable, in the discretion of the Selectmen for acquiring title to said railroad right-of-way, for laying out an improved multi-use rail trail and related facilities and improvements, and providing access to the rail trail area for construction, maintenance and repair purposes and for all other purposes for which rail trails are now or hereafter may be used in the Commonwealth, on such terms and conditions as the Selectmen may determine; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information: This Article authorizes the Selectmen to acquire the former railroad right-of-way to allow design and construction of a rail trail/pedestrian path between the Dover town line and the Newton city line. The property will be available for walking, running, road and mountain biking, wheelchairs and accessible cycling equipment, inline skating, scooters and tricycles, rolling backpacks, strollers, cross country skiing, and other forms recreation.

ARTICLE 29: **RE-DETERMINE SEWER BETTERMENT RATE**

To see if the Town will vote to re-determine the fixed uniform rate charged to abutters for the construction of sewers as authorized under the provisions of M.G.L. c. 83, section 15A, by increasing the rate to \$30 per linear foot of lot frontage and \$0.40 per square foot of accessible area within 100 feet of the street; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Section 27 of the Town Charter specifies that the amount of the cost of constructing new sewer systems paid by the Town shall be not less than one-fourth and not more than two-thirds of the entire cost. In 1925, Town Meeting voted that the Town would pay one third of the cost of its sewer system and the remaining two thirds would be paid by the abutting land owners. This article proposes to increase the rate charged to abutters for the construction of sewer mains last determined under Article 25 of the 1988 Annual Town Meeting. Current sewer construction costs are in the range of \$210 per linear foot in average conditions which would result in a charge of \$140 per foot to each abutting property. This charge, reduced to a fixed uniform rate, produces \$30 per linear foot of lot frontage and \$0.40 per square foot of accessible area within 100 feet of the street. Public construction of sewer lines has decreased significantly over the past thirty years. However, the rate should be kept current in the event that a petition for sewer construction by betterment is approved by the Town. The existing rate is \$10 per linear foot of frontage and \$0.15 per square foot within 100 feet.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 30: **APPROPRIATE FOR COMMUNITY HOUSING SPECIALIST**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$70,000 to hire a community housing specialist, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would support the hiring of a part-time Community Housing Specialist. The request for \$70,000 is intended to be spent over a two year period of time, for an average of \$35,000 per year. Working under the supervision of the Director of Planning and Community Development, the Community Housing Specialist would provide technical and administrative support on issues related to affordable housing, including but not limited to the monitoring of local affordable housing units; provide technical support during the application process for new units under M.G.L Chapter 40B; initiate and pursue collaborative efforts among local, state, federal, and private agencies; serve as liaison to Needham Housing Authority, West Metro Home Consortium; and provide staff support to any Town committees charged with the support of affordable housing.

ARTICLE 31: **APPROPRIATE FOR OPEN SPACE AND RECREATION PLAN**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$25,000 to update the Town's Open Space and Recreation Plan, to be spent under the direction of the Town Manager, said sum to be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Open Space and Recreation Plan is a planning process for municipalities to assess open spaces, recreation parks and facilities, water resources, trails, and critical plant and wildlife habitats. The document provides a stewardship plan, and assists the community with making plans relative to compatible development. The Commonwealth requires communities to have updated Open Space and Recreation master plans in order to be eligible for a variety of grant programs. The request for \$25,000 will assist the Conservation Commission, Park and Recreation Commission, Board of Selectmen and Planning Board to create an updated plan with revised goals, objectives and priorities.

ARTICLE 32: **APPROPRIATE FOR TRAIL DESIGN FOR RESERVOIR ADA TRAIL AND RIDGE HILL LOOP**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$85,000 for the design and permitting of a handicap accessible perimeter trail around the Needham Reservoir and for the connection

of a trail loop at Ridge Hill, to be spent under the direction of the Town Manager, said sum to be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Representatives of the Conservation Commission, Park and Recreation Commission and Board of Selectmen meet regularly to provide guidance on the maintenance of trails and the pursuit of the goals and objectives contained in the Needham Trails Master Plan. Two recommended improvement projects are (1) the rebuilding of the trail that surrounds the Needham Reservoir, enabling it to become an all-person trail; and (2) the connection of a trail loop at Ridge Hill that will allow trail users to remain on Town property and avoid crossing onto private property. The funds requested are for the design of the two projects, and they have been combined into one request in order to increase the number of possible qualified designers with interest in pursuing the project. The design estimate for the Reservoir Trail is \$65,000, and the design estimate for the Ridge Hill loop is \$20,000, for a total request of \$85,000. A decision will be made during the design process on whether to request construction funds individually or as a combined project.

ARTICLE 33: APPROPRIATE FOR NEWMAN FIELDS AND EASTMAN CONSERVATION AREA DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$248,000 for design for the athletic fields located at the Newman School and the adjacent Eastman Conservation area, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Preservation General Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would fund the design for renovation of the Newman School playing fields and the adjacent conservation area. The Eastman Conservation Area is used by the Needham Science Center for curriculum programs at many grade levels. The viewing areas and trails provide a learning opportunity for many environmental projects, and the rebuilding of the trails will provide an opportunity to connect to the newly created trails at the recently purchased Carol-Brewster properties and the adjacent Anna Volante conservation area. Linking newly created trails to existing trails is a goal of the Trails Master Plan. The athletic fields include two 60' diamonds and a multi-purpose field. The students at Newman and participants in youth sports programs cannot have consistent use of the fields as they are adjacent to wetlands and do not drain properly. The design tasks for both projects are connected and will require a complex permitting process. The combined design request is \$248,000, with an estimate of \$158,000 for the fields and \$90,000 for the conservation area.

ARTICLE 34: APPROPRIATE FOR NEWMAN PRESCHOOL PLAYGROUND SURFACING

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$60,000 to replace the surfacing at the Preschool Playground located at the Newman School, to be spent under the direction of

the Town Manager, said sum to be transferred from the Community Preservation General Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Massachusetts Architectural Access Board (MAAB) has requested that the Town replace the surfacing at the preschool playground located at the Newman School. Though the current wood fiber surfacing material is considered compliant under federal guidelines, the MAAB has asked for a different surface product at this site. Surfacing products must meet federal requirements for shock absorption, reducing the severity of injuries including life-threatening head injuries. The surface must also meet accessibility needs. The current wood fiber surface is the least expensive product to meet these different regulations, but requires more maintenance than other products. The request is for \$60,000 to install a poured-in-place rubber surface during the summer of 2013.

ARTICLE 35: APPROPRIATE FOR MILLS FIELD PARK DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$40,000 for design for improvement projects at Mills Field, to be spent under the direction of the Town Manager, said sum to be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article will fund improvements at Mills Field. The major cost of the project will be to create parking within the park, to relieve parking congestion on neighborhood roads. The concept is to build parallel parking within the park on Hampton Avenue, and remove the circular drive for additional spaces near the playground and basketball court. The turf in the 60' diamond would be removed and replaced with sod. The basketball court would be renovated, and picnic tables and grills would be replaced.

ARTICLE 36: APPROPRIATE FOR COMMUNITY FARM SOIL IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$8,200 for improvements to the soil at the Community Farm location at the Nike Site, to be spent under the direction of the Town Manager, said sum to be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Needham Community Farm, Inc. is requesting funding to make improvements to the soil at its location at the Nike Site. The property is under the jurisdiction of the School Committee and the farm operates under a license from the School Committee, which has stated its support for this project. Compost from Needham's Recycling and Transfer Station would be one of the products used to improve the quality of the soil. Produce is made available through the Community Council, and

educational programs are held at the farm for students in Needham Public Schools, as well as other Needham residents.

ARTICLE 37: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2014 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee \$82,000

Reserves:

B. Community Preservation Fund Annual Reserve \$915,200
C. Community Housing Reserve \$240,900
D. Historic Resources Reserve \$0
E. Open Space Reserve \$240,900

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town Meeting and the voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the CPC and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve. The CPC also recommends an appropriation of approximately 5% for administrative and operating expenses.

CAPITAL ARTICLES

ARTICLE 38: RESCIND DEBT AUTHORIZATIONS

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

2013 Annual Town Meeting Warrant

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Public Safety Building Roof	2008 ATM	36	\$535,000	\$61,500
Rte 128 Water Main Relocation	2006 ATM	71	\$3,000,000	\$735,000
Total				\$796,500

or take any other action relative thereto.

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

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

ARTICLE 39: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$1,034,584 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that \$500,000 be transferred from Overlay Surplus and \$534,584 be transferred from Free Cash; or take any other action relative thereto:

General Fund	Description	Recommended	Amendment
General Government	Election Equipment	\$0	
General Government	Network Hardware Servers & Switches	\$0	
Public Facilities	Core Fleet	\$0	
Public Facilities	Energy Efficiency Upgrade Improvements	\$0	
Public Facilities	Facilities Maintenance Program	\$ 432,169	
Public Facilities	Police/Fire Station Gas Tank Removal	\$ 28,500	
Public Facilities	Pollard School Telephone System	\$ 53,000	
Public Facilities	Portable Generator	\$0	
Public Safety	Core Fleet (Building)	\$0	
Public Safety	Core Fleet (Fire)	\$0	
Public Safety	Heart Monitor/Defibrillator	\$ 27,500	
Public Safety	Wireless Municipal Radio Master Box	\$0	
Public Schools	Furniture & Equipment	\$0	

2013 Annual Town Meeting Warrant

General Fund	Description	Recommended	Amendment
Public Schools	High School Radio System	\$ 37,275	
Public Schools	School Copier Replacement	\$0	
Public Schools	Technology	\$ 410,049	
Public Works	Core Fleet	\$0	
Public Works	Two Way Radio Upgrade	\$ 20,191	
Public Works	Small Specialty Equipment	\$ 25,900	
Public Works	Snow & Ice Equipment	\$0	
	Total Appropriation	\$ 1,034,584	

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

Article Information:

Election Equipment The purpose of replacing the Accuvote Electronic Voting System is to update and replace the Town’s current voting system purchased in 1994. These machines and the black plastic ballot boxes that hold the machines are currently 19 years old and are beginning to require more and more frequent repairs. There are currently 11 Accuvote machines – one for each of the ten precincts plus one spare machine. Both the read heads and scanner cannot be upgraded due to the age of the equipment. The new Accuvote Voting Machines will have more features. The ballot boxes will be smaller making storage more convenient and accessibility at the polls will be easier. Absentee voters will no longer require special marking pens in order to vote thus making voting easier. Within the next few years, all the machines will be handicapped accessible. The new DS200 Voting Machine is the next generation Optical Scan voting equipment. This voting machine will have a paper ballot and the memory cards have been replaced with memory sticks. Approval of new equipment by the Elections Division of the Secretary of the Commonwealth is required, and has not yet been granted.

Network Hardware Servers and Switches The fiscal year 2014 funding request for network servers and switches will support the replacement of older servers, spam filter, virus firewall, and internet filtering, and also the replacement of older network switches to connect buildings, departments, and workstations throughout the Town. Newer models of both servers and switches are better able to take advantage of the Town’s fiber and will increase the speed of data within the Town’s fiber network. Older servers, both application and data, will be replaced with newer, faster, and more energy efficient servers and attached storage configured for virtualization of hardware and software. Not replacing or updating this equipment can affect Town wide access to email, financial applications, Internet, and data.

Public Facilities Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicle scheduled to be replaced in FY2014 is a 2001 Ford F250 Pick-Up Truck with a cab that is primarily used by the Town’s carpenter. The current vehicle has an odometer reading of over sixty thousand miles and is due for replacement as it is currently beyond its useful life.

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
702	PFD	2001	Ford 250 Pick up With Cab	Same	65,780	\$33,600

Energy Efficiency Upgrade Improvements The Town conducted an engineering study for energy upgrades in 10 key buildings in the summer of 2011. The results of this study revealed that if the Town makes an initial investment in selected and recommended energy upgrades, the cost of these upgrades will pay for themselves within 10 years. FY2014 funding is planned for some of the more involved projects at the Eliot and Broadmeadow Schools, which will upgrade the already modern buildings and improve their energy usage. Some of these items include retro-commissioning the HVAC system at Broadmeadow, installing motion sensors for the lighting at Broadmeadow, installing timers on the roof top exhaust fans in both buildings, and converting the lighting to more energy efficient lighting in both buildings.

Public Facilities Maintenance Program This request funds annual maintenance of public buildings throughout the Town and School Department including but not limited to: asbestos abatement, small equipment replacement, duct cleaning, painting, and other repairs and necessary upgrades. FY2014 funding is planned for duct cleaning at the C & D Buildings of the High School, asbestos abatement at Hillside and Mitchell Schools, flooring replacement at the Eliot and Broadmeadow Schools, and xeriscaping at the High School. Flooding issues at the Hillside School will be addressed as will containment of fuel oil, accessible routes to and from the building, and water fountain replacement at the Pollard School. With the natural gas line installation on Brookline Street and the replacement of the Pollard boilers, the Department will convert the existing Mitchell School boilers to natural gas using remaining parts from the old Pollard boilers.

Underground Storage Tank Removal This funding will enable the Department of Public Facilities to remove the underground fuel storage tank behind the Police Station. Public safety vehicles will utilize the fueling station at the Department of Public Works. This request includes potential clean up should there be any contamination. The removal is required both because of the age of the facility and the need to redesign the boundary of the Police Station parking lot and the new parking lot on land acquired by the Town.

Pollard Telephone System Replacement This request will fund the upgrade of the telephone system at the Pollard Middle School to a more modern system. There are presently more telephone users at the Pollard than the current equipment can handle, and the manufacturer no longer supports the existing equipment. This system has required frequent repairs and has caused intermittent disruption of phone service to the building occupants. This request would include rewiring areas where appropriate and procuring and installing the new system.

Portable Generator It has been determined by emergency planning personnel that the new Senior Center will be an ideal location for use as a respite shelter for residents during power outages. This request will fund the purchase of a 100kW portable generator that can be temporarily installed at the Senior Center to ensure comfort and safety to those occupying the site. The Center has been designed to accommodate the use of an external, portable generator.

Building Department Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. The FY2014 – 2018 Capital Plan included a recommendation for the replacement of Unit #456, a 2002 Ford Taurus Sedan, with a Ford

Hybrid Escape. Since that time, the Department has experienced a reduction in the availability of Unit#454 due to the number of repairs. As a result, the Building Commissioner has evaluated the previous request, and proposes the elimination of the request for a Ford Escape, and the replacement of two Ford Taurus vehicles (units 456 and 454) with Ford Fusion vehicles. The MPG for the Fusion is a combined 28 MPG.

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
456	Building	2002	Ford Taurus	Ford Fusion	68,707	\$22,521
454	Building	2005	Ford Taurus	Ford Fusion	48,714	\$22,521

Fire Department Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. This request is to replace a 2004 Ford pick-up truck with a utility body. The truck functions primarily as a brush fire truck, but has many other uses. In the winter months, the modular brush unit and water tank is removed, and the truck is used to transport materials and emergency equipment. This vehicle is also used to tow fire department rescue boats, the hazardous materials trailer, the firefighting foam trailer, the mass decontamination trailer, and the Health Department Emergency Dispensing Trailer. Presently, this truck has over 29,000 miles of service on it, and at the time of replacement mileage is estimated to be approximately 35,000.*

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
C-6	Fire	2004	Pick-up with Utility Body	Same	27,531	\$49,200

Heart Monitor/Defibrillator *This request is to replace a 12 Lead Cardiac Heart Monitor/Defibrillator with a new 15 Lead Cardiac Heart Monitor/ Defibrillator. The older of the two current units is 8 years old, and due to advancements in technology it will become obsolete in 2013. It is anticipated that replacement parts will no longer be available. The Department’s second unit is approximately four (4) years old, and is scheduled for similar replacement in FY2016. These monitors/defibrillators are required by the State Office of Emergency Medical Services (OEMS), as a licensing component of the Town’s Advanced Life Support (ALS) ambulance, and are essential to the provision of emergency services.*

Wireless Municipal Radio Master Fire Box System *The long-term plan is to eliminate the older style fire alarm master boxes and install wireless radio master box systems where needed. All pole mounted fire alarm boxes (222) would be permanently removed. Building master boxes (129) would be replaced with radio box transmitters. The 129 master boxes are privately owned, and property owners pay the Town an annual monitoring fee of \$480. Privately owned buildings would not be required to change over to the new municipal system if they chose to use their own private alarm company. Of the \$164,000 requested for this project, \$52,000 would be for the head-end equipment to be located within the fire dispatch center. An additional \$112,000 would be to purchase radio boxes for 28 Town buildings at approximately \$4,000 each. This cost would be for the box and installation at each Town building. With this new system, the fire dispatch center will be capable of monitoring alarms, troubles, security/intrusion, and any other alarm or status that uses a contact closure. Wireless systems are more reliable in storm conditions when often times overhead lines are out of service. Once the wireless system is complete, the Fire Department will evaluate the continued need for staffing and equipment in the Fire Alarm Division.*

School Furniture, Musical Instruments, Fitness Equipment and Graphic Arts Equipment

Musical Equipment The purpose of this program is to replace musical instruments, especially large string instruments and pianos, which are over 25 years old. After decades of heavy use, many of the School Department's string instruments are no longer usable or repairable. The older pianos, while still usable, are costly to repair and maintain. The Department is in the ninth year of the replacement cycle, and continues to see major improvement in the quality of musical instruments available for student use. Funding in the final year of the replacement cycle (FY2014) would replace the grand piano in the Newman School Auditorium. The Department intends to change the replacement program to an expansion program due to population growth in fiscal years 2015 – 2018 and beyond.

School Furniture This purpose of this program is to continue the replacement cycle for school furniture in poor and fair condition at Hillside, Mitchell, Newman and Pollard. In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. By FY2015, all furniture in poor condition will have been replaced at these schools. Unless circumstances dictate otherwise, the FY2014 funding is planned for the Newman School.

Fitness Equipment The Needham High School renovation project budget included a large amount of fitness equipment for student use, which will need to be replaced as the components age and the equipment reaches the end of its useful life. In addition, the Pollard Middle School owned a number of strength circuit machines, which will need to be replaced on a regular basis going forward. The manufacturer's estimated life cycle is five (5) years for treadmills, six (6) years for cross trainers, eight (8) years for recumbent and upright bicycles, 23 years for rowing machines, and 25 years for circuit training equipment. The Department's request is based on a longer replacement cycle of: five to seven (5 – 7) for treadmills, nine (9) years for cross trainers, eight (8) years for recumbent bikes, 12 years for upright bikes, 19-20 years for rowing machines and 11-16 years for circuit training equipment. Unless circumstances dictate otherwise, the FY2014 funding is planned for three spinning bikes and one treadmill.

High School Graphics Production Room This program continues the equipment replacement cycle for equipment used in the Graphics Production Center at Needham High School. This program provides convenient and cost effective service, and also provides hands-on educational training in the field of professional graphics and printing production for students. Unless circumstances dictate otherwise, the FY2014 funding is intended for purchase of a vinyl cutter – heavy duty, a thermal transfer press, a flash dryer, and a paper jogging machine.

Needham High School Radio System This funding will support the purchase and installation of a radio repeater, antenna and 25 portable radios at Needham High School, for the purpose of implementing a unified and reliable administrative radio system for communicating during lockdowns and emergencies. Currently, a limited number of two-way radios are in use. However, the existing equipment is aged and does not possess the power or range necessary for building-wide communication. The funding will increase the number of functioning radios so that all personnel can communicate in an emergency. The purchase includes: a radio repeater, programming for the repeater, UHF antenna system, two and four-way portable radios, spare batteries, set up, programming and tuning, FCC licensing & frequency coordination.

School Copier Replacement Photocopiers are located in all of the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently, the School Department owns 44 copiers and 4 RISO duplicating machines. Copier replacement is planned on a lifecycle analysis, which projects when a copier should be replaced based on actual usage and the

manufacturer's total estimated capacity. Copiers that are heavily used are replaced more frequently than copiers that are lightly used. A seven-year maximum duty life is assumed for most machines, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis assumes that copiers are re-deployed around the District, as needed, to match copier use with equipment capacity. The requested funding will support the replacement of eight (8) copiers/RISO machines.

School Technology

Interactive Whiteboard Technology This program funds the purchase and installation of whiteboard technology in the Needham schools. Unless circumstances dictate otherwise, the FY2014 funding is planned for Broadmeadow, Mitchell and Pollard. The overall number of whiteboards to be installed at Pollard and Broadmeadow has increased due to the reallocation of rooms and the use of the modular classrooms at the Pollard School.

School Department NPS 1:1 Initiative This program continues the initiative to introduce tablet technology on a 1:1 basis at Pollard, High Rock and Needham High School. The FY2014 funding is planned for the expansion of the program to all grade eight students during the 2013 – 2014 school year, and preparation for expansion to students in the seventh grade and current students attending the High School in the following year. The FY2014 request will support the installation of additional wireless access points at Pollard and Needham High School and the purchase of tablet devices for the remaining Pollard Grade Eight teachers as well as High School teachers and Pollard Grade Seven teachers preparing for the implementation.

Technology Innovation In years past, the School Technology Request has been organized as funding for computer replacements, interactive whiteboards, and, most recently, inclusion of the NPS 1:1 Initiative. The funds received are earmarked for the replacement cycle, as guided by the constraints of the technology plan. This framework does not allow School staff to evaluate and experiment with emerging technologies to foster student learning and achievement in the District. The requested funding will support experimentation on a small scale, which will be useful for assessment and for building staff capacity. The FY2014 funding is for the purchase of eReaders, such as Kindles and Nooks, for use in School libraries, and for the purchase of iPads for experimentation at the elementary school level.

Technology Replacement The FY2014 school technology funding request includes the replacement of 313 teacher, administrator, student, lab and laptop computers that have reached or are functioning beyond the end of their seven-year lifecycle. A total of 124 of these computers are for teachers and administrators throughout the District. Another 163 are lab and classroom computers at Eliot, Hillside, Newman, Pollard and the High School. The majority of the computers being purchased will be deployed at the High School. FY2014 represents the second year of the anticipated five-year timeframe to replace the High School computers. The request also includes the replacement of four school-based servers, the High School Foreign Language lab server and five district data servers that are housed at the ETC. These servers have been running 24/7 for three and four years and will be repurposed to less critical functions for two and three years respectively. This category also includes the replacement of eight UPS batteries that support critical servers throughout the District. Other requested items are the replacement of 47 printers across the District, and funding to analyze the impact of the recent operating system conversion to Apple's new operating system, Lion, on the hundreds of software packages owned by the District.

DPW Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2014 include:*

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
65	Parks & Forestry	2008	4WD F350 Pick-up Truck	Same	41,393	\$51,900
66	Highway	2007	One Ton Dump Truck	Same	46,749	\$78,300
6	Highway	2000	Six Wheel Dump Truck	Same	39,895	\$178,400
72	Parks & Forestry	2007	One Ton Dump Truck	Same	42,106	\$78,400

Two-Way Radio Upgrade *Effective January 2013, the Federal Communications Commission has mandated that all existing licensees must convert their wideband (25kHz systems) radio systems to narrowband (12.5kHz). The majority of the two-way radios installed in DPW vehicles have been converted to radios that are capable of functioning on narrowband. This proposal would provide for the purchase of ten two-way radios to be installed in vehicles that have radios that do not presently comply with the narrowband requirement and are not up for replacement. An additional six radios will be purchased to provide the DPW Garage with replacement narrowband compliant two-way radios should any of the existing radios fail. Twelve portable radios and chargers will be purchased to be used during snow and emergency events. Additionally, base radios for the first floor of the PSAB and portable radios for Public Facilities and Building Department Staff are included in this request.*

Small Specialty Equipment *This program provides funding to purchase new and replace existing Public Works specialty equipment. This equipment is critical for the efficient operation of the Department’s maintenance programs. The purchase of this equipment will increase productivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2014 includes:*

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
186	Parks & Forestry	1963	Leaf Collector	Same	N/A	\$25,900
303	Parks & Forestry	1985	Tractor	Same	2,749	\$74,900
356	Parks & Forestry	1985	Aerator	Same	N/A	\$30,000

Snow and Ice Equipment *This request will provide funding for equipment used primarily in the Snow and Ice Program. Unless circumstances require otherwise, the vehicles and equipment proposed for replacement in FY2014 are as follows:*

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
6A	Highway	2000	Material Spreader	Same	N/A	\$32,200
116	Highway	1998	Sidewalk Tractor (Track)	Same	3,609	\$169,300
66A	Highway	2006	Material Spreader	Same	N/A	\$8,800

ARTICLE 40: APPROPRIATE FOR POLLARD BOILER REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$800,000 for the Pollard School boiler replacement and the removal of the existing fuel tank, to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

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

Article Information: This request will fund the replacement of the two (2) boilers in the front boiler room of the Pollard Middle School with three (3) high efficiency condensing boilers. Currently, the building is designed to operate with two (2) boiler rooms with two (2) boilers in each of those rooms. These boiler rooms are presently oversized, and there have been logistical problems with running the boilers in both of these rooms simultaneously. An inability to successfully run boilers in both rooms simultaneously does not allow for sufficient redundancy should any failure in one of these boilers occur. Upgrading the front boiler room with three (3) high efficiency boilers and mothballing the boilers in the back boiler room will allow the front boiler room to carry the heating load of the entire building without any of the problems currently being experienced. The current boilers are over twenty (20) years old, and are becoming problematic. The new boilers will be designed for natural gas and will increase the energy efficiency of the heating systems at the Pollard School. This project should be eligible for NStar energy efficiency rebates to offset the cost of buying a more efficient model. The project also includes funding for the removal of the current oil tank at the Pollard School. The elimination of underground fuel storage reduces the Town’s liability in case of leakage or tank failure.

ARTICLE 41: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$600,000 for improvements and repairs to the Town’s infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

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

Article Information:

Street Resurfacing *The purpose of this program is to improve the structural and surface integrity of the Town's miles of accepted streets. The primary strategy of this program is asphalt paving and incidental work, such as asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings and signs.*

Traffic Signal & Intersection Improvements *This program funds traffic signal and intersection improvements, and new traffic signal installations. Unless circumstances dictate otherwise, FY2014 funding is proposed for Forest Street at Central Avenue.*

Combined Sidewalk Program *This Program funding addresses the failing network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham. Over half of the Town's sidewalks do not comply with current standards and require significant improvements including the installation of handicapped ramps. Sidewalk improvements must comply with Federal and State laws and construction standards.*

Storm Drain Capacity Improvements *This program provides funding to improve roadway drainage capacity. The Town has identified and prioritized a number of areas throughout Needham where improvements are required to resolve flooding problems and illicit discharge. These measures include installation of additional storm drains, and storm drain replacement, extension, and capacity increases.*

Brooks and Culvert Repair and Maintenance *This repair and maintenance program was developed to address flooded and poor draining brooks, streams, waterways and culverts throughout the Town that have been severely damaged by heavy rains/storms. Proposed work includes cleaning and debris removal and restoration of retaining walls. Unless circumstances require otherwise, FY2014 funding will be directed to continued wall repair along Rosemary Brook.*

ARTICLE 42: **APPROPRIATE FOR DPW COMPLEX RENOVATIONS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,100,000 for construction of garage bays and associated site improvements at the DPW Complex, to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *The recently completed Public Services Administration Building was occupied by the DPW in November 2011, eliminating the space problems and air quality issues experienced on the second floor of the current DPW Operations Building. However, deficiencies continue to exist throughout the 470 Dedham Avenue building internally and the DPW site externally. Ultimately the expansion and renovation of the DPW Operations Building and site, referred to as DPW Phase II, will be required to address both storage space for equipment and storm water quality issues. In FY 2013, Town Meeting appropriated \$40,000 for a feasibility study of the proposed DPW storage garage. The work proposed for FY2014 is the construction of six garage bays. The work addresses part of the storage space*

needs for DPW equipment and will provide for enclosed vehicle coverage. The project is proposed for funding through tax levy supported debt (\$400,000) and Water and Sewer Enterprise Funds (\$700,000).

ARTICLE 43: APPROPRIATE FOR RTS ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$218,100 for RTS Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and that \$110,000 be transferred from Article 51 of the 2009 Annual Town Meeting and that \$108,100 be transferred from RTS Enterprise Fund retained earnings; or take any other action relative thereto:

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

Article Information:

Large Specialty Equipment *Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. The vehicle scheduled to be replaced in FY2014 is a truck with a tilt frame that loads and unloads roll-off containers. The roll-off is used to move the trash and recycling materials around the RTS yard. Article 51 of the 2009 Annual Town Meeting was originally intended for the purchase of a material screener. The DPW has opted not to purchase this equipment as it has identified a less expensive method for processing this material.*

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
42	RTS	1999	Roll-Off	Same	N/A	\$218,100

ARTICLE 44: APPROPRIATE FOR RTS CONSTRUCTION EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$324,400 for RTS Construction Equipment, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

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

Article Information: *The construction equipment proposal is for the replacement of the waste handler. The waste handler is a track style machine used to grind and compact trash in the tipping floor building. This provides compacted materials for hauling.*

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
105	RTS	1998	Waste Handler	Same	N/A	\$324,400

ARTICLE 45: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$647,900 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Sewer	Core Fleet	\$ 47,900	
Sewer	Infiltration & Inflow Program	\$ 600,000	
	Total Appropriation	\$ 647,900	

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

Article Information:

Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicle scheduled to be replaced in FY2014 is:

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
94	Sewer	2008	4WD F250 with Utility Body	Same	75,314	\$47,900

Sewer System Rehabilitation Infiltration and Inflow Removal Programs This request is for the second phase of the study of Infiltration and Inflow (I/I) in the existing sewer system. The Town of Needham, along with numerous other communities, is under Administrative Orders from the DEP to identify and remove Infiltration and Inflow (I/I) in existing sewer systems. Infiltration is defined as groundwater or storm water runoff that enters the system thru deteriorated pipe or manhole structures that by definition need to be repaired. Inflow is defined as clean, non-septic water, which is introduced to the system. This water is generally produced by residential sump pumps that drain basements. The on-going infiltration study will identify the areas of the collection system that are contributing high volumes of I/I into the system. On the basis of volumes of flow and knowledge of local sewer system overflows (SSO) or basement flooding, a new order of priority will be established to determine the scheduling of the engineering, design and remediation work. The master plan that the Sewer Division is using to identify areas of work is outdated. The first phase of the current study was funded in fiscal year 2013 and included engineering, and permanent and portable flow meter installation. The components of the second phase include engineering (\$100,000) and closed circuit TV services (\$500,000).

ARTICLE 46: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,563,100 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Water	Small Specialty Equipment	\$ 57,300	
Water	Filter Media Replacement	\$ 115,000	
Water	Irrigation Supply Feasibility Design	\$ 80,000	
Water	SCADA System Upgrade	\$ 435,000	
Water	System Rehabilitation Program	\$ 715,800	
Water	Service Connections	\$ 160,000	
	Total Appropriation	\$ 1,563,100	

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

Article Information:

Small Specialty Equipment This program provides funding to purchase new and replace existing Public Works specialty equipment. This equipment is critical for the efficient operation of the Department’s maintenance programs. The purchase of this equipment will increase productivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2014 is a Vac. Tech Trailer. The Vac. Tech Trailer is used to wash down and vacuum debris from water gate shut-offs and also to exercise gate valves.

Unit	Division	Year	Description – Existing	Description – Request	Miles	Cost
160	Water	2006	Vac. Tech Trailer	Same	N/A	\$57,300

Filter Media Replacement Filter media is used for manganese removal at the Charles River Water Treatment Facility. FY2014 represents the second year of the five year replacement cycle using a synthetic product as a substitute for natural greensand.

Irrigation Supply Facility Design This feasibility study will determine the potential yield of the two previously abandoned wells that are located at 480 Dedham Ave. These wells were originally abandoned due to water quality issues, but the water produced from these wells would be acceptable for irrigation. This study will determine if these wells will provide sufficient water to supply the DeFazio Playfields, Pollard Playfields, and the Needham Golf Club. The potential benefit of this project is reduced reliance on potable water - produced both by the Town and the MWRA - for irrigation. The study will provide an estimated cost for construction and potential revenue generation if the project is feasible.

SCADA System Upgrade The purpose of this request is to update the existing SCADA system, add a power monitoring system, and install a video monitoring system. A design study was conducted in the fall of 2012 for this system. SCADA is an acronym that stands for Supervisory Control and Data

Acquisition. The Town's Water SCADA System collects data from various sensors at the Charles River Water Treatment Plant as well as remote locations throughout the system. The data is then sent to a central computer which efficiently manages and controls the operations of the entire Water System. The current SCADA system is outdated. It communicates through copper communications lines owned and services by Verizon. These lines are unreliable and have resulted in an increase in communications failures over time. This new system will utilize a different method of communication which will make the system more reliable and efficient. Additionally, this project will include replacing the PLCs. These are programmable logic converters for the remote terminal units that relay information. A power monitoring system is being included as part of this upgrade for the primary pumps associated with the Town's Water facilities. This system will increase the efficiency of the operations and reduce energy consumption. This project will also include the installation of video monitoring equipment at water treatment facility and tanks, in accordance with guidance issued by Homeland Security.

Water System Rehabilitation Program *The annual Water System Rehabilitation Program draws from the recommendations of the Water System Master Plan. The master plan recommends that pipes 85 years or older be considered for replacement or relining. This list of older pipes is evaluated and prioritized, and then cross-referenced with work proposed for other utilities, road repairs, or reconstruction. Unless circumstances require otherwise, FY2014 funding will support construction of a new eight inch pipe (2,500 linear feet) on Grant Street from Junction Street to Dedham Avenue.*

Service Connections *The purpose of this program is to remove old iron pipe water services that contain lead from the water distribution system. Old iron and lead water services are replaced prior to a road reconstruction/paving project. If the water service connections are not replaced, an element of the subsurface infrastructure is susceptible to failure before the useful life of the reconstructed roadway has been realized. The FY2014 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule.*

ARTICLE 47: **APPROPRIATE FOR ST. MARY'S PUMP STATION**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$5,565,100 for the renovation or reconstruction of the St Mary's Pumping Station, to be spent under the direction of the Permanent Public Building Committee/Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The St. Mary's Pump Station, built in 1957, was designed to pump potable water from the MWRA aqueduct to supplement the Town's demand for water. There are five pumps located within the station; however only two of the pumps are operable, resulting in less capacity than the permitted 6.5 million gallons per day (mgd). This request will provide necessary improvements - either renovation or total reconstruction - to meet future water demands, and to ensure the station has emergency back-up electrical power. The budget includes design and engineering, project management, contract management, owner's expenses, site development, general contractor, heavy equipment, F, F&E, and technology. Town Meeting previously appropriated \$490,000 for design and engineering.

TOWN RESERVE ARTICLES

ARTICLE 48: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$50,450 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2012 Annual Town Meeting authorized the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities, particularly Memorial and DeFazio, which were renovated as part of a remarkable public/private partnership at a cost of more than \$7 million. The December 31, 2012 balance in the fund was \$283,020.

ARTICLE 49: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate a sum to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The December 31, 2012 balance in the fund was \$648,336.

ARTICLE 50: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

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

Article Information: Established at the 2007 Annual Town meeting, this fund is intended to be part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. The December 31, 2012 balance in the fund was \$1,292,178.

ARTICLE 51: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

2013 Annual Town Meeting Warrant

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 7 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 under our hands at Needham aforesaid this 26th day of February, 2013.

GERALD A. WASSERMAN, *Chairman*
DANIEL P. MATTHEWS, *Vice Chair*
JOHN A. BULIAN, *Clerk*
MAURICE P. HANDEL
MATTHEW D. BORRELLI

Selectmen of Needham

a true copy
ATTEST

(This page has been left intentionally blank.)

**Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2012**

Budget	Date of Action	Amount
Public Facilities Pollard School Work	3-Aug-11	\$40,000
Municipal Parking Program	5-Oct-11	\$25,000
Public Facilities Pollard School Work	19-Oct-11	\$25,000
Unemployment	29-Feb-12	\$100,000
DeFazio Parking Lot Work	4-May-12	\$100,000
Legal Services	30-May-12	\$35,000
Human Service	30-May-12	\$2,650
Legal Services	20-Jun-12	\$12,000
School Department Technology	20-Jun-12	\$60,000
Total Approved from General Reserve Fund		\$399,650
Total Approved from RTS Reserve Fund		\$0
Total Approved from Sewer Reserve Fund		\$0
Total Approved from Water Reserve Fund		\$0

(This page has been left intentionally blank.)

2013 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)			
as of March 12, 2013			
(Excludes Seasonal, Temporary and Intermittent Positions)			
TITLE	GRADE	ANNUALIZED SALARY RANGE	
<u>GENERAL GOVERNMENT</u>			
<u>Board of Selectmen/Town Manager</u>			
Town Manager	Contract	Contract	
Support Services Manager	M-1	\$58,564 - \$73,384	
Department Assistant 1	TS-1	\$29,015 - \$36,754	
Department Specialist	TS-3	\$35,225 - \$44,623	
Assistant Town Manager/Dir. of Ops.	M-5	\$96,322 - \$120,698	
Administrative Assistant	SS-3	\$35,225 - \$44,623	
Director of Human Resources	M-3	\$74,449 - \$93,291	
Human Resources Administrator	NR-3	\$41,556 - \$55,410	
<u>Town Clerk</u>			
Town Clerk	Elected	\$84,154	
Assistant Town Clerk	NR-3	\$41,556 - \$55,410	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Department Assistant 2	TS-2	\$32,743 - \$41,477	
<u>Legal</u>			
Town Counsel	Sch C	\$69,769	
<u>FINANCE</u>			
<u>Assessors</u>			
Administrative Assessor	M-2	\$69,776 - \$87,375	
Asst. Administrative Assessor	PT-4	\$49,496 - \$60,750	
Administrative Coordinator	TS-4	\$39,439 - \$49,961	
Data Collector	PT-1	\$34,640 - \$45,804	
Department Specialist	TS-3	\$35,225 - \$44,623	
<u>Finance Department</u>			
Asst Town Manager/Dir. of Finance	M-5	\$96,322 - \$120,698	
Finance & Procurement Coordinator	NR-6	\$54,229 - \$70,853	
Parking Clerk	NR-1	\$34,640 - \$45,804	
<u>Accounting</u>			
Town Accountant	M-2	\$69,776 - \$87,375	
Assistant Town Accountant	NR-5	\$52,033 - \$66,930	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Department Specialist	TS-3	\$35,225 - \$44,623	

2013 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)			
as of March 12, 2013			
(Excludes Seasonal, Temporary and Intermittent Positions)			
TITLE	GRADE	ANNUALIZED SALARY RANGE	
<u>Information Technology Center</u>			
Director, MIS	M-3	\$74,449 - \$93,291	
Financial System Application Manager	PT-6	\$54,229 - \$70,853	
GIS/Database Administrator	PT-5	\$52,033 - \$66,930	
Computer Operator	PT-1	\$34,640 - \$45,804	
Network Manager	PT-6	\$54,229 - \$70,853	
Applications Administrator	PT-5	\$52,033 - \$66,930	
<u>Treasurer/Collector</u>			
Treasurer/Collector	M-2	\$69,776 - \$87,375	
Assistant Treasurer/Collector	NR-5	\$52,033 - \$66,930	
Department Specialist	TS-3	\$35,225 - \$44,623	
Department Assistant 2	TS-2	\$32,743 - \$41,477	
Department Assistant 1	SS-1	\$29,015 - \$36,754	
<u>Finance Committee</u>			
Finance Comm. Exec. Secretary	NR-4	\$46,496 - \$60,750	
<u>PUBLIC SAFETY</u>			
<u>Police Department</u>			
Police Chief	M-5	Contract	
Lieutenant	P-3	\$71,385 - \$83,634	
Sergeant	P-2	\$58,264 - \$66,650	
Police Officer	P-1	\$42,235 - \$53,949	
Animal Control Officer	UR-2	\$39,881 - \$52,104	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Police Maintenance Assistant	NR-1	\$34,640 - \$45,804	
Department Assistant 2	TS-2	\$32,743 - \$41,477	
Public Safety Dispatcher	UR-1	\$34,640 - \$45,804	
Parking Enforcement Attendant	SS-2	\$32,743 - \$41,477	
<u>Fire Department</u>			
Fire Chief	M-5	Contract	
Deputy Fire Chief Operations	F-5	\$85,176 - \$87,397	
Deputy Fire Chief	F-4	\$71,997 - \$79,482	
Fire Captain	F-3	\$67,780 - \$69,475	
Fire Lieutenant	F-2	\$58,034 - \$63,918	
Firefighter	F-1	\$42,235 - \$53,949	
Asst. Super. Fire Alarm	FA-2	\$51,423 - \$62,943	
Director of Administrative Services	PT-7	\$58,052 - \$75,854	
Administrative Assistant	TS-3	\$35,225 - \$44,623	
Public Safety Dispatcher	UR-1	\$34,640 - \$45,804	
Public Safety Dispatch Super.	UR-4	\$46,496 - \$60,750	

2013 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)			
as of March 12, 2013			
(Excludes Seasonal, Temporary and Intermittent Positions)			
TITLE	GRADE	ANNUALIZED SALARY RANGE	
<u>Building</u>			
Building Commissioner	M-2	\$69,776 - \$87,375	
Assistant Building Commissioner	NR-6	\$54,229 - \$70,853	
Inspector of Plumbing and Gas	NR-4	\$46,496 - \$60,750	
Inspector of Wires	NR-4	\$46,496 - \$60,750	
Local Building Inspector	NR-5	\$52,033 - \$66,930	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Department Assistant 2	TS-2	\$32,743 - \$41,477	
PUBLIC WORKS			
<u>Administration</u>			
Director of Public Works	M-5	\$96,322 - \$120,698	
Assistant Director of Public Works	M-4	\$86,882 - \$108,869	
Supervisor of Administration, DPW	M-1	\$58,564 - \$73,384	
Administrative Services Manager	NR-5	\$52,033 - \$66,930	
Senior Admin. Coordinator	TS-5	\$43,117 - \$54,618	
Department Specialist	TS-3	\$35,225 - \$44,623	
Department Assistant 2	TS-2	\$32,743 - \$41,477	
Administrative Analyst	NR-3	\$41,556 - \$55,410	
<u>Engineering Division</u>			
Town Engineer	M-4	\$86,882 - \$108,869	
Assistant Town Engineer	UR-6	\$54,228 - \$70,853	
Contract Administrator	UR-6	\$54,228 - \$70,853	
Civil Engineer	UR-4	\$46,496 - \$60,750	
Survey Party Chief	UR-3	\$41,556 - \$55,410	
AutoCad Technician	UR-2	\$39,881 - \$52,104	
Engineering Aide	UR-1	\$34,640 - \$45,804	
Student Draftsman/Rodman	Sch C	\$13.82-\$16.39/hour	
<u>Garage Division</u>			
Garage & Equipment Supervisor	M-1	\$58,564 - \$73,384	
Master Mechanic	W-7	\$23.99-\$28.57/hour	
Equipment Mechanic	W-5	\$20.25-\$24.30/hour	
<u>Highway Division</u>			
Division Super. Highway	M-2	\$68,408 - \$85,721	
Assistant Superintendent - Highway	UR-5	\$52,033 - \$66,930	
Public Works Specialist 2	W-5	\$20.25-\$24.30/hour	
Public Works Technician	W-5	\$20.25-\$24.30/hour	
Working Foreman	W-6	\$21.87-\$26.27/hour	
Laborer 2	W-2	\$16.50-\$19.93/hour	
HMEO	W-4	\$18.85-\$22.71/hour	
Craftworker	W-4	\$18.85-\$22.71/hour	

2013 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)			
as of March 12, 2013			
(Excludes Seasonal, Temporary and Intermittent Positions)			
TITLE	GRADE	ANNUALIZED SALARY RANGE	
<u>Park & Forestry Division</u>			
Division Super. Parks	M-2	\$69,776 - \$87,375	
Assistant Superintendent - Parks	UR-5	\$52,033 - \$66,930	
Working Foreman	W-6	\$21.87-\$26.27/hour	
Tree Climber	W-4	\$18.85-\$22.71/hour	
Craftsworker	W-4	\$18.85-\$22.71/hour	
HMEO	W-4	\$18.85-\$22.71/hour	
Laborer 3	W-3	\$17.69-\$21.27/hour	
Laborer 2	W-2	\$16.50-\$19.93hour	
<u>Recycling & Transfer Station</u>			
Division Super. Solid Waste	M-2	\$69,776 - \$87,375	
Working Foreman	W-6	\$21.87-\$26.27/hour	
Public Works Specialist 1	W-4	\$18.85-\$22.71/hour	
HMEO	W-4	\$18.85-\$22.71/hour	
Laborer 2	W-2	\$16.50-\$19.93hour	
<u>Water Division #</u>			
Division Super. Water & Sewer	M-3	\$74,449 - \$93,291	
Assistant Superintendent - Water	UR-5	\$52,033 - \$66,930	
Water Treatment Facility Mgr	UR-6	\$54,228 - \$70,853	
Pumping Station Operator	W-5	\$20.25-\$24.30/hour	
Public Works Inspector	W-6	\$21.87-\$26.27/hour	
Working Foreman	W-6	\$21.87-\$26.27/hour	
Public Works Technician	W-5	\$20.25-\$24.30/hour	
HMEO	W-4	\$18.85-\$22.71/hour	
Craftsworker	W-4	\$18.85-\$22.71/hour	
Laborer 3	W-3	\$17.69-\$21.27/hour	
Laborer 2	W-2	\$16.50-\$19.93hour	
<u>Sewer Division</u>			
Assistant Superintendent - Sewer	UR-5	\$52,033 - \$66,930	
HMEO	W-4	\$18.85-\$22.71/hour	
Pumping Station Operator	W-5	\$20.25-\$24.30/hour	
Chief Pumping Station Operator	W-7	\$23.99-\$28.57/hour	
Public Works Inspector	W-6	\$21.87-\$26.27/hour	
Working Foreman	W-6	\$21.87-\$26.27/hour	
Craftsworker	W-4	\$18.85-\$22.71/hour	

2013 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)			
as of March 12, 2013			
(Excludes Seasonal, Temporary and Intermittent Positions)			
TITLE	GRADE	ANNUALIZED SALARY RANGE	
PUBLIC FACILITIES			
<u>Department of Public Facilities</u>			
Director of Facilities Operations	M-4	\$86,882 - \$108,869	
Director of Design and Construction	M-4	\$86,882 - \$108,869	
Project Manager	M-1	\$58,564 - \$73,384	
Resident Site Manager	NR-6	\$54,229 - \$70,853	
Facility Operations Shift Supervisor	UR-5	\$52,033 - \$66,930	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Administrative Analyst	NR-3	\$41,556 - \$55,410	
Department Assistant 2	TS-2	\$32,743 - \$41,477	
Senior Custodian 1	BC-2	\$38,560 - \$46,216	
Senior Custodian 2	BC-3	\$40,488 - \$48,527	
Custodian	BC-1	\$35,230 - \$42,225	
Warehouse Person	BT-1	\$39,616 - \$47,782	
HVAC Technician	BT-3	\$47,946 - \$57,830	
Carpenter	BT-2	\$43,575 - \$52,560	
Craftsworker	BT-2	\$43,575 - \$52,560	
Plumber	BT-3	\$47,946 - \$57,830	
Electrician	BT-3	\$47,946 - \$57,830	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
<u>Health Department</u>			
Director of Public Health	M-3	\$74,449 - \$93,291	
Environmental Health Agent	PT-5	\$52,033 - \$66,930	
Public Health Nurse	PT-5	\$52,033 - \$66,930	
Program Coordinator	NR-2	\$39,881 - \$52,104	
Sr. Program Coordinator	NR-5	\$52,033 - \$66,930	
Public Health Nurse	PT-5	\$52,033 - \$66,930	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Department Assistant 2	TS-2	\$32,743 - \$41,477	
HUMAN SERVICES			
<u>Council on Aging</u>			
Executive Director	M-2	\$69,776 - \$87,375	
Associate Director	PT-4	\$49,496 - \$60,750	
Outreach Worker	PT-2	\$39,881 - \$52,104	
Social Worker	PT-3	\$41,556 - \$55,410	
Program Coordinator	NR-2	\$39,881 - \$52,104	
Building Monitor	Sch C	\$10.81/hour	
<u>Youth Services</u>			
Director of Youth Services	M-2	\$69,776 - \$87,375	
Social Worker	PT-3	\$41,556 - \$55,410	
Administrative Assistant	TS-3	\$35,225 - \$44,623	

2013 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)			
as of March 12, 2013			
(Excludes Seasonal, Temporary and Intermittent Positions)			
TITLE	GRADE	ANNUALIZED SALARY RANGE	
PLANNING & COMMUNITY DEVELOPMENT			
<u>Planning</u>			
Director of Planning & Comm. Develop	M-3	\$74,449 - \$93,291	
Assistant Town Planner	NR-5	\$52,033 - \$66,930	
Director of Economic Development	M-1	\$58,564 - \$73,384	
Administrative Assistant	TS-3	\$35,225 - \$44,623	
<u>Community Development</u>			
Director of Conservation	M-1	\$58,564 - \$73,384	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Administrative Assistant	TS-3	\$35,225 - \$44,623	
CULTURE AND LEISURE SERVICES			
<u>Library</u>			
Director of Public Library	M-3	\$74,449 - \$93,291	
Assistant Director	NR-6	\$54,229 - \$70,853	
Reference Supervisor	NR-4	\$46,496 - \$60,750	
Children's Supervisor	NR-4	\$46,496 - \$60,750	
Technology Specialist/Archivist	NR-4	\$46,496 - \$60,750	
Tech. Services Supervisor	NR-4	\$46,496 - \$60,750	
Reference Librarian/AV Specialist	NR-3	\$41,556 - \$55,410	
Reference Librarian/Program Specialist	NR-3	\$41,556 - \$55,410	
Circulation Supervisor	SS-5	\$43,117 - \$54,618	
Assistant Children's Librarian	SS-4	\$38,666 - \$48,981	
Assistant Cataloger	SS-3	\$35,225 - \$44,623	
Administrative Assistant	TS-3	\$35,225 - \$44,623	
Administrative Specialist	TS-4	\$39,439 - \$49,961	
Library Assistant PT	SS-1	\$29,015 - \$36,754	
Library Assistant FT	SS-2	\$32,743 - \$41,477	
Reference Librarian PT	NR-2	\$39,881 - \$52,104	
<u>Park & Recreation</u>			
Director of Park and Recreation	M-2	\$69,776 - \$87,375	
Assistant Director	PT-4	\$49,496 - \$60,750	
Recreation Supervisor	PT-2	\$41,556 - \$55,410	
Administrative Specialist	TS-4	\$39,439 - \$49,961	

2013 Annual Town Meeting Warrant

NEEDHAM PUBLIC SCHOOLS CLASSIFICATION	Budgeted FY 2011 Funded	Budgeted FY 2011 Salary Minimum	Budgeted FY 2011 Salary Maximum	Budgeted FY 2012 Funded	Budgeted FY 2012 Salary Minimum	Budgeted FY 2012 Salary Maximum	Budgeted FY 2013 Funded	Budgeted FY 2013 Salary Minimum	Budgeted FY 2013 Salary Maximum
	FTE			FTE			FTE		
Superintendent	1.00	166,437		1.00	186,000		1.00	187,860	
Central Administrators	3.79	117,631	128,094	4.00	120,219	137,721	4.00	130,329	142,196
High School Principal	1.00	130,500		1.00	133,110		1.00	137,768	
Middle School Principal	2.00	113,000	119,889	2.00	115,034	121,000	2.00	119,060	124,630
Elementary Principal	5.00	103,861	120,881	5.00	105,679	122,694	5.00	109,880	131,881
High School Assistant Principal	2.00	82,306	113,751	2.00	83,129	114,889	2.00	84,792	117,186
Middle School House Administrator	2.00	76,748	107,677	2.00	77,516	108,753	2.00	79,066	110,928
Elementary Assistant Principal	1.50	70,302	101,660	1.50	71,005	102,676	1.50	72,425	104,730
K-12 Directors	6.60	76,748	107,677	6.60	77,516	108,753	5.60	71,834	110,928
Director of Special Education	3.00	78,620	118,182	3.00	72,737	119,364	3.00	74,192	113,635
Special Education Coordinators	0.50	78,620	118,182	0.50	72,737	119,364	4.17	72,691	105,951
Department Chairs & Curriculum Coord	5.10	70,560	102,845	5.20	71,266	103,874	6.30	72,691	105,951
Teacher	404.30	42,781	88,691	414.29	42,888	88,912	424.86	43,746	90,691
Nurse	7.61	42,781	83,499	7.61	42,888	83,708	8.06	43,746	90,691
Instructional Assistants	108.36	\$15.4836/hr	\$30.8443/hr	106.31	\$15.5637/hr	\$30.9985/hr	103.67	\$15.6416/hr	\$31.1535/hr
Permanent Substitute	3.00	\$16.11/hr		2.29	\$14.87/hr		2.29	\$14.87/hr	
Network Administrator	1.00	89,863		1.00	92,111		1.00	94,631	
Database Administrators	2.00	68,933	79,518	2.00	69,966	80,711	2.00	72,590	83,738
Computer Technicians	8.50	\$22.8306/hr	\$28.8714/hr	-	\$23.0589/hr	\$29.1601/hr	7.50	\$23.2318/hr	\$29.3788/hr
School Office Assistants	9.12	\$13.86/hr	\$18.25/hr	10.07	\$14.002/hr	\$18.4289/hr	11.92	\$14.1070/hr	\$18.5671/hr
Mail Carrier/Production Center	1.00	\$17.04/hr	\$22.44/hr	1.00	\$17.2117/hr	\$22.6618/hr	1.00	\$17.3408/hr	\$22.8317/hr
Secretary/ AP/ Bookkeeper	31.97	\$17.04/hr	\$27.22/hr	33.78	\$17.2117/hr	\$27.4870/hr	33.96	\$18.2090/hr	\$27.6932/hr
Director of Community Education and External Funding	0.10	96,913		0.10	98,874		0.10	100,000	
Administrative Assistants	5.00	\$39.93/hr		5.00	\$28.3247/hr	\$40.5319/hr	5.00	\$32.1099/hr	\$42.0516/hr
Bus/Van Drivers	1.00	\$21.07/hr		5.15	\$14.57/hr	\$21.39/hr	5.86	\$14.78/hr	\$22.19/hr
Bus/Van Monitors	-	60,786		-	69,500		0.71	\$12.82/hr	\$14.23/hr
Transportation Coordinator	-			-			-	72,106	
Human Resources Specialist	1.00	61,996		1.00	62,926		1.00	49,500	
Accounting Supervisor	1.00	57,510		1.00	58,373		1.00	59,000	
Budget Analyst/ Asst. Director Finance	1.00			1.00			1.00	71,120	
Total	618.45			624.38			648.48		

(This page has been left intentionally blank.)

DEBT APPENDIX A

(This page is intentionally blank.)

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Bond Amount Issued	Bond Issued	Final Maturity	Average Rate
Title V Loans - MW PAT 75-97-1027 - R	May-97	\$85,894	Dec-99	Aug-19	(see note)
Stormwater - MW PAT 98-92 (Restructured)	May-98	\$364,979	Sep-01	Aug-19	(see note)
Road Improvement Program	May-05	\$468,400	Dec-05	Feb-15	3.48%
Road, Bridges, Sidewalks and Intersection Improvement	May-08	\$820,000	Jun-09	Jun-13	2.40%
Public Services Administration Building (Series I)	Oct-08	\$4,000,000	Dec-09	Aug-26	3.16%
Road, Bridges, Sidewalks and Intersection Improvement	May-09	\$165,000	Dec-09	Aug-13	2.00%
Public Safety Building Roof	May-08	\$350,000	Jun-10	Dec-14	2.20%
Public Services Administration Building (Series II)	Oct-08	\$1,000,000	Jun-10	Dec-24	3.07%
Road, Bridges, Sidewalks and Intersection Improvement	May-09	\$530,000	Jun-10	Dec-13	2.31%
Public Services Administration Building (Series III)	Oct-08	\$125,000	Oct-10	Apr-14	2.10%
Town Hall Project (Series I)	May-09	\$2,500,000	Oct-10	Apr-17	2.24%
Road, Bridges, Sidewalks and Intersection Improvement	May-09	\$180,000	Oct-10	Apr-13	2.11%
Road, Bridges, Sidewalks and Intersection Improvement	May-10	\$500,000	Jun-11	Oct-14	2.68%
Senior Center Design	Nov-10	\$350,000	Jun-11	Oct-13	2.55%
Town Hall (Series III)	May-09	\$385,000	Oct-11	Aug-26	2.63%
Parking Lot Improvement (Marked Lee)	May-08	\$100,000	Oct-11	Aug-16	2.00%
Kendrick Street Bridge Repair	May-10	\$750,000	Oct-11	Aug-21	2.21%
Pollard School Repairs	Nov-10	\$325,000	Jun-11	Oct-13	2.81%

GENERAL FUND WITHIN THE LEVY LIMIT - AUTHORIZED & ISSUED

Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	Debt Service 2018	After 2018
\$6,794.15	\$6,529.60	\$6,265.04	\$5,922.75	\$5,662.92	\$5,391.28	\$9,974
\$33,750.23	\$32,889.07	\$35,649.55	\$34,152.24	\$32,701.87	\$31,149.37	\$58,441
\$11,110.00	\$10,750.00	\$10,380.00				
\$209,100.00						
\$339,525.00	\$334,725.00	\$329,925.00	\$325,125.00	\$319,125.00	\$312,525.00	\$2,405,513
\$41,200.00	\$40,400.00					
\$73,850.00	\$72,100.00	\$70,700.00				
\$84,637.50	\$83,137.50	\$81,937.50	\$85,606.25	\$84,062.50	\$82,356.25	\$566,369
\$134,550.00	\$131,300.00					
\$20,800.00	\$10,200.00					
\$335,250.00	\$326,250.00	\$320,250.00	\$314,250.00	\$307,500.00		
\$30,900.00						
\$133,125.00	\$130,000.00	\$126,875.00				
\$128,375.00	\$75,750.00					
\$46,522.42	\$33,281.26	\$32,781.26	\$32,281.26	\$31,781.26	\$31,281.26	\$254,203
\$22,372.22	\$21,400.00	\$21,000.00	\$20,600.00	\$20,200.00		
\$94,747.40	\$88,687.50	\$87,187.50	\$85,687.50	\$84,187.50	\$82,687.50	\$314,531
\$152,750.00	\$25,250.00					

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Bond Amount Issued	Bond Issued	Final Maturity	Average Rate
Pollard School Roof Replacement	Nov-10	\$1,000,000	Jun-11	Oct-15	2.80%
Pollard School Parking and Access	Mar-11	\$702,200	Jun-11	Oct-14	2.68%
Public Services Administration Bldg.	Oct-08	\$100,000	Oct-12	Jul-22	3.69%
Property Acquisition 59 Lincoln Street & 89 School Street	May-12	\$52,500	Oct-12	Jul-32	2.93%
Road, Bridges, Sidewalks and Intersection Improvement Pr	May-10	\$306,500	Oct-12	Jul-17	2.72%
Road, Bridges, Sidewalks and Intersection Improvement Pr	May-11	\$600,000	Oct-12	Jul-17	2.82%
Fire Engine	May-11	\$400,000	Oct-12	Jul-16	2.72%
Pollard School Roof Replacement	Nov-10	\$725,000	Oct-12	Jul-22	3.67%
GENERAL FUND DEBT SERVICE - WITHIN THE LEVY LIMIT					
GENERAL FUND DEBT EXCLUDED FROM THE LEVY LIMIT - AUTHORIZED & ISSUED					
Library Project (Series II)	May-03	\$750,000	Dec-05	Feb-15	3.59%
High School (Series I)	May-03	\$10,000,000	Nov-06	May-26	4.01%
Eliot School	May-00	\$5,500,000	Jun-05	Jun-25	3.82%
High Rock School - Designs	Nov-06	\$480,000	Jun-08	Dec-26	3.91%
High Rock & Pollard School Projects	May-07	\$1,120,000	Jun-08	Dec-26	3.91%
High School (Series IIA)	May-03	\$9,000,000	Jun-08	Dec-24	3.89%
High School (Series IIB)	Feb-05	\$2,000,000	Jun-08	Dec-26	3.91%
High Rock & Pollard School Projects (Series III)	May-07	\$5,000,000	Nov-08	Aug-27	4.69%
High School (Series III)	Feb-05	\$3,850,000	Jun-09	Jun-28	3.42%

Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	Debt Service 2018	After 2018
\$219,000.00	\$214,000.00	\$209,000.00	\$203,000.00			
\$186,375.00	\$182,000.00	\$177,625.00				
	\$14,025.00	\$13,000.00	\$12,750.00	\$12,450.00	\$12,150.00	\$55,000
	\$5,421.25	\$4,465.00	\$4,390.00	\$4,300.00	\$4,210.00	\$43,913
	\$90,222.50	\$80,250.00	\$73,450.00	\$71,350.00	\$10,150.00	
	\$138,300.00	\$132,000.00	\$129,000.00	\$125,400.00	\$121,800.00	
	\$111,500.00	\$107,000.00	\$104,500.00	\$101,500.00		
	\$103,937.50	\$96,500.00	\$94,625.00	\$92,375.00	\$90,125.00	\$385,000
\$2,304,734	\$2,282,056	\$1,942,791	\$1,525,340	\$1,292,596	\$783,826	\$4,092,943
\$99,805.00	\$91,565.00	\$93,420.00				
\$845,250.00	\$823,250.00	\$801,250.00	\$779,250.00	\$757,250.00	\$735,250.00	\$4,781,375
\$399,793.76	\$390,693.76	\$421,593.76	\$411,093.76	\$399,843.76	\$388,593.76	\$2,235,406
\$38,968.75	\$38,156.25	\$37,343.75	\$36,531.25	\$35,562.50	\$34,562.50	\$265,500
\$92,725.00	\$90,775.00	\$88,825.00	\$86,875.00	\$84,550.00	\$82,150.00	\$611,600
\$783,337.50	\$766,112.50	\$748,887.50	\$731,662.50	\$711,125.00	\$689,925.00	\$4,217,000
\$163,668.75	\$160,256.25	\$156,843.75	\$153,431.25	\$149,362.50	\$145,162.50	\$1,115,100
\$450,075.00	\$440,800.00	\$430,862.50	\$420,262.50	\$409,662.50	\$398,731.25	\$3,263,475
\$306,550.00	\$297,450.00	\$292,950.00	\$288,200.00	\$283,450.00	\$275,450.00	\$2,269,000

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate
High Rock & Pollard School Projects (Series IV)	May-07	\$10,500,000	Dec-09	Aug-28	3.35%
Newman School HVAC Design and Engineering (Series I)	May-09	\$225,000	Jun-10	Dec-14	2.20%
Newman School Extraordinary Repairs (Series I)	Nov-09	\$1,000,000	Jun-10	Dec-19	2.62%
Newman School Extraordinary Repairs (Series II)	Nov-09	\$675,000	Oct-10	Apr-14	2.07%
Newman School Extraordinary Repairs (Series III)	Nov-09	\$5,000,000	Jun-11	Oct-28	3.35%
Broadmeadow School (refunding bond)	Jun-12	\$8,400,000	Jun-12	Nov-23	3.00%
Library Project (refunding bond)	Jun-12	\$6,510,000	Jun-12	Dec-19	3.00%
Newman School Extraordinary Repairs (Series IV)	Oct-12	\$9,000,000	Oct-12	Jul-32	2.82%

EXCLUDED DEBT

CPA FUND DEBT - AUTHORIZED & ISSUED

Town Hall (Series II)	May-09	\$3,500,000	Jun-11	Oct-28	3.36%
Town Hall (Series III)	May-09	\$1,225,000	Oct-11	Aug-26	2.63%
Town Hall (Series IV)	May-09	\$970,000	Oct-12	Jul-30	2.80%

CPA DEBT

RTS FUND DEBT FEE SUPPORTED - AUTHORIZED & ISSUED

Collection Packer	May-08	\$125,000	Dec-09	Aug-12	2.00%
Construction Equipment (FE Loader)	May-09	\$165,000	Oct-10	Apr-14	2.29%

RTS DEBT SERVICE

Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	Debt Service 2018	After 2018
\$835,037.50	\$823,937.50	\$812,837.50	\$801,737.50	\$787,862.50	\$772,600.00	\$7,299,856
\$47,475.00	\$46,350.00	\$45,450.00				
\$119,000.00	\$116,500.00	\$114,500.00	\$112,375.00	\$110,000.00	\$107,375.00	\$206,000
\$104,000.00	\$51,000.00					
\$424,700.00	\$417,700.00	\$410,700.00	\$402,300.00	\$395,300.00	\$389,700.00	\$3,622,050
\$963,642.56	\$939,450.00	\$914,325.00	\$886,300.00	\$857,150.00	\$828,300.00	\$4,343,275
\$1,028,651.33	\$996,481.25	\$964,025.00	\$933,750.00	\$902,000.00	\$870,550.00	\$1,627,250
	\$777,285.00	\$700,660.00	\$689,360.00	\$675,800.00	\$662,240.00	\$8,095,200
\$6,702,680	\$7,267,763	\$7,034,474	\$6,733,129	\$6,558,919	\$6,380,590	\$43,952,088
\$296,487.50	\$291,612.50	\$286,737.50	\$280,887.50	\$276,012.50	\$272,112.50	\$2,547,856
\$141,761.67	\$106,500.00	\$104,900.00	\$103,300.00	\$101,700.00	\$100,100.00	\$813,450
	\$89,793.75	\$81,625.00	\$80,250.00	\$78,600.00	\$76,950.00	\$810,413
\$438,249	\$487,906	\$473,263	\$464,438	\$456,313	\$449,163	\$4,171,719
\$40,400.00						
\$47,150.00	\$40,800.00					
\$87,550	\$40,800					

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Bond Amount Issued	Bond Issued	Final Maturity	Average Rate
MWPAT 95-01 - RESTRUCTURED	May-91	\$310,656	Aug-01	Feb-15	(see note)
Sewer - WEST STREET FORCE MAIN	May-98	\$881,800	Jun-99	Jun-19	4.83%
Sewer - WEST STREET PUMPING STATION	May-98	\$1,939,000	Jun-99	Jun-19	4.83%
Sewer - MWPAT 97-13 (Restructured)	Oct-96	\$67,700	Nov-04	Aug-18	(see note)
Sewer - MWPAT 97-33 (Restructured)	Oct-96	\$180,300	Nov-04	Aug-18	(see note)
MWPAT 97-63 (Restructured 2)	May-97	\$1,019,778	Nov-04	Aug-18	(see note)
Sewer - MWPAT 98-10 (Restructured)	May-97	\$130,200	Nov-04	Aug-18	(see note)
Sewer System Rehab - I/I Work	May-03	\$425,000	Jun-05	Jun-14	3.14%
Sewer Pump Station - Great Plain Ave.	May-05	\$484,550	Dec-05	Feb-15	3.59%
Sewer Rehabilitation - Rte 128 Area	Nov-05	\$2,000,000	Jun-07	Nov-22	4.35%
Sewer Pump Station - GPA	May-05	\$500,000	Jun-09	Jun-19	3.17%
Sewer System Rehabilitation I/I	May-07	\$725,000	Jun-10	Jun-14	2.35%
Sewer Rehabilitation - Rte 128 Area	Nov-05	\$320,000	Dec-09	Aug-28	3.39%
Sewer Pump Station GPA	May-08	\$550,000	Dec-09	Aug-28	3.36%
MWRA Loan Sewer Pump Station Richardson Drive	Nov-02	\$215,710	Feb-10	Feb-15	
MWRA Loan Sewer System Rehabilitation I/I	May-07	\$283,305	May-10	May-15	
Sewer Rehabilitation - Rte 128 Area	Nov-05	\$145,000	Jun-10	Dec-19	2.59%
Sewer Pump Station Richardson Drive	Nov-02	\$200,000	Oct-10	Apr-16	2.00%

SEWER FUND DEBT SERVICE FEE SUPPORTED - AUTHORIZED & ISSUED

Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	Debt Service 2018	After 2018
\$32,080.28	\$32,060.89	\$32,021.36				
\$70,100.00	\$67,700.00	\$70,250.00	\$72,500.00	\$69,500.00	\$71,500.00	\$68,250
\$154,165.00	\$153,885.00	\$153,250.00	\$152,250.00	\$156,000.00	\$154,250.00	\$152,250
\$6,557.67	\$6,508.77	\$6,536.80	\$6,451.53	\$6,288.05	\$6,106.89	\$6,150
\$17,592.86	\$17,426.84	\$17,374.13	\$17,019.98	\$16,720.92	\$16,208.29	\$16,195
\$99,729.25	\$98,416.74	\$98,250.26	\$96,382.43	\$94,916.69	\$91,683.46	\$91,840
\$12,792.53	\$12,594.41	\$12,566.64	\$12,320.71	\$12,114.16	\$11,683.18	\$11,685
\$42,800.00	\$41,400.00					
\$60,915.00	\$58,935.00	\$51,900.00				
\$142,637.50	\$138,387.50	\$134,012.50	\$129,262.50	\$124,262.50	\$119,737.50	\$466,281
\$60,500.00	\$59,500.00	\$58,375.00	\$57,187.50	\$56,000.00	\$54,000.00	\$52,000
\$151,162.50	\$148,262.50					
\$28,362.50	\$27,962.50	\$22,612.50	\$22,312.50	\$21,937.50	\$21,525.00	\$219,706
\$44,600.00	\$44,000.00	\$43,400.00	\$42,800.00	\$42,050.00	\$41,225.00	\$376,538
\$43,142.00	\$43,142.00	\$43,142.00				
\$56,661.00	\$56,661.00	\$56,661.00				
\$17,700.00	\$17,325.00	\$17,025.00	\$16,706.25	\$16,350.00	\$15,956.25	\$25,675
\$16,387.50	\$15,937.50	\$15,637.50	\$15,337.50			

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate
Sewer System Rehabilitation I/I (MWRA)	May-07	\$57,613	Nov-10	Nov-15	
Sewer System Rehab - I/I Work	May-03	\$95,000	Jun-11	Oct-12	3.00%
Sewer System Rehabilitation I/I (MWRA)	May-07	\$220,990	Feb-12	Feb-17	
Sewer Pump Station Design (Reservoir B)	May-09	\$90,000	Oct-12	Jul-17	2.79%
Sewer Pump Station Reservoir B	Nov-11	\$6,034,290	Dec-12	Jul-30	2.00%
SEWER DEBT SERVICE					
WATER FUND DEBT SERVICE FEE SUPPORTED - AUTHORIZED & ISSUED					
Water Treatment Facility	May-96	\$2,665,000	Jun-99	Jun-19	4.83%
Water Treatment Facility	Nov-97	\$3,090,000	Jun-99	Jun-19	4.83%
Water System Rehab - Warren Street Area	May-05	\$413,500	Dec-05	Feb-15	3.60%
Water System Rehabilitation - Rte 128 Area	May-06	\$1,500,000	Jun-07	Nov-22	4.32%
Water System Rehabilitation - Rte 128 Area	May-06	\$230,000	Nov-08	Aug-12	3.48%
Water System Rehabilitation - Rte 128 Area	May-06	\$212,000	Jun-09	Jun-19	3.16%
Water Storage Tank Rehabilitation	May-08	\$655,000	Jun-09	Jun-19	3.16%
Water Service Connections	May-06	\$55,000	Dec-09	Aug-19	2.51%
Water System Rehabilitation - Rte 128 Area	May-06	\$100,000	Dec-09	Aug-28	3.41%
Water System Rehabilitation - Rte 128 Area	May-06	\$165,000	Jun-10	Dec-14	2.22%
Water Main Improvements	May-08	\$185,000	Jun-10	Dec-14	2.20%
Water Distribution System Rehab (various areas)	May-09	\$400,000	Jun-10	Dec-24	3.02%

Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	Debt Service 2018	After 2018
\$11,522.50	\$11,522.50	\$11,522.50	\$11,522.50			
\$50,750.00						
\$44,198.00	\$44,198.00	\$44,198.00	\$44,198.00	\$44,198.00		
	\$22,675.00	\$21,700.00	\$21,200.00	\$15,675.00	\$15,225.00	
	\$376,799.32	\$371,714.19	\$371,656.44	\$371,597.43	\$371,537.15	\$5,564,873
\$1,164,356	\$1,495,300	\$1,282,149	\$1,089,108	\$1,047,610	\$990,638	\$7,051,443
\$210,295.00	\$208,095.00	\$210,500.00	\$212,250.00	\$208,500.00	\$209,500.00	\$210,000
\$245,465.00	\$247,065.00	\$243,000.00	\$243,500.00	\$243,500.00	\$248,000.00	\$246,750
\$50,370.00	\$53,750.00	\$51,900.00				
\$148,912.50	\$144,662.50	\$140,287.50	\$135,537.50	\$130,537.50	\$126,012.50	\$638,269
\$55,962.50						
\$23,157.50	\$22,777.50	\$23,350.00	\$22,875.00	\$22,400.00	\$21,600.00	\$20,800
\$79,692.50	\$78,372.50	\$75,887.50	\$74,343.76	\$72,800.00	\$70,200.00	\$67,600
\$5,912.50	\$5,812.50	\$5,712.50	\$5,612.50	\$5,487.50	\$5,350.00	\$10,294
\$7,737.50	\$7,637.50	\$7,537.50	\$7,437.50	\$7,312.50	\$7,175.00	\$73,369
\$36,725.00	\$30,900.00	\$30,300.00				
\$36,925.00	\$36,050.00	\$35,350.00				
\$39,212.50	\$38,462.50	\$37,862.50	\$32,281.25	\$31,687.50	\$31,031.25	\$195,656

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Bond Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	Debt Service 2017	Debt Service 2018	After 2018
Water Distribution System Rehab (various areas)	May-09	\$300,000	Oct-10	Apr-15	1.85%	\$21,400.00	\$20,800.00	\$20,400.00				
Water Distribution System Rehab (various areas)	May-09	\$204,300	Jun-11	Oct-12	3.00%	\$101,500.00						
MWPAT Water DWS-08-24 (amended 06/06/2012)	May-08	\$765,335	Jun-12	Jul-30	2.00%	\$49,957.90	\$49,516.21	\$49,461.22	\$49,405.29	\$49,347.11	\$49,289.34	\$634,868
WATER DEBT SERVICE						\$1,113,225	\$943,901	\$931,549	\$783,243	\$771,572	\$768,158	\$2,097,606
TOTAL						\$11,810,795	\$12,517,727	\$11,664,225	\$10,595,257	\$10,127,010	\$9,372,374	\$61,365,798

Note: Massachusetts Water Pollution Abatement Trust (MWPAT) loans include many communities and multiple loans and are frequently restructured by the Trust. The program provides grants and other financial assistance which in effect results in low or no interest rate loan.

DEBT APPENDIX B

(This page is intentionally blank.)

Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Open General Fund Projects			
Property Acquisition 51 Lincoln Street	Nov-12	17	\$1,100,000
Property Acquisition 37-39 Lincoln Street	May-12	31	\$630,000
Property Acquisition 59 Lincoln Street & 89 School Street	May-12	8	\$1,175,000
Public Works Infrastructure Program	May-12	33	\$600,000
Senior Center Construction	Nov-11	14	\$8,051,808
Public Works Infrastructure Program	May-11	39	\$1,100,000
Booth Street Reconstruction	May-11	41	\$125,000
Pollard School Roof Repair	Nov-10	10	\$3,500,000
Road, Bridges, Sidewalks and Intersection Improvement	May-10	36	\$1,236,300
Newman School HVAC Project	Nov-09	14	\$26,962,128
Town Hall Project	May-09	35	\$4,100,000
Stormwater Master Plan Drainage	May-09	49	\$200,000
Public Services Administration Bldg	Oct-08	5	\$5,725,000
Street & Traffic Light Improvements	May-08	42	\$105,000
High Rock and Pollard School Project	May-07	41	\$20,475,000
Ridge Hill Rehabilitation	May-05	31	\$126,875
Rosemary Pool Complex - Design	May-00	63	\$100,000
TOTAL			\$17,048,137

Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Proposed General Fund Projects for the 2013 ATM			
Pollard Boiler Replacement	Pending	40	\$800,000
Public Works Infrastructure Program	Pending	41	\$600,000
DPW Complex Renovations	Pending	42	\$1,100,000
TOTAL			\$2,500,000
Open CPA Fund Projects			
Town Hall Project	May-09	35	\$7,200,000
TOTAL			\$1,379,125
Proposed CPA Fund Projects for the 2013 ATM			
TOTAL			\$0
Open RTS Enterprise Fund Projects			
Recycling Transfer Station Soil Remediation	Nov-12	16	\$400,000
RTS Forklift	May-11	42	\$86,000
RTS Semi-Tractor	May-11	43	\$152,000
TOTAL			\$584,000
Proposed RTS Enterprise Fund Projects for the 2013 ATM			
RTS Construction Equipment (Waste Handler)	Pending	44	\$324,400
TOTAL			\$324,400

Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Open Sewer Enterprise Fund Projects			
Sewer Pump Station Reservoir B	Nov-11	15	\$6,300,000
Sewer Pump Station Design Reservoir B	May-09	55	\$577,500
Sewer Pump Station Great Plain Ave	May-08	45	\$770,000
Sewer System Rehabilitation I/I Work	May-07	45	\$1,806,800
TOTAL			\$346,230

Proposed Sewer Enterprise Fund Projects for the 2013 ATM

TOTAL	\$0
--------------	------------

Open Water Enterprise Fund Projects

Water System Improvements	May-09	56	\$1,000,000	\$80,000
Water Main Improvements	May-08	47	\$1,900,000	\$649,869
Water Storage Tank Cleaning & Painting	May-08	48	\$730,000	\$75,000
Water System Improvements - Warren Street	May-05	54	\$913,500	\$30,000
Water Pumping Station Design St. Mary's	Nov-02	26	\$300,000	\$78,000
TOTAL				\$912,869

Proposed Water Enterprise Fund Projects for the 2012 ATM

St. Mary's Pump Station	Pending	47	\$5,565,100
TOTAL			\$5,565,100