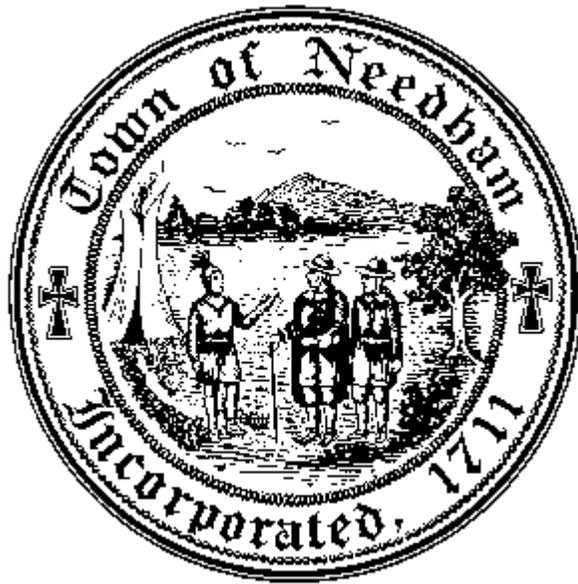


# **SPECIAL TOWN MEETING**

## **WARRANT**



# **TOWN OF NEEDHAM**

**MONDAY, MAY 13, 2013**

**7:30 P.M.**

**JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL**

**1471 HIGHLAND AVENUE**

**NEEDHAM**

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

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**May 13, 2013 Special Town Meeting Warrant  
Table of Contents**

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	PAGE
Article 1 Appropriate for Tree Inventory Grant Matching Funds.....	1
Article 2 Appropriate for Waste Containers .....	1
Article 3 Amend the FY2013 Operating Budget .....	2
Article 4 Amend Zoning By-Law: Lot Width Definition/Measurement .....	2
Article 5 Amend General By-Law Type and Length of Contracts .....	3
Article 6 Amend Tax Increment Financing Plan and TIF Agreement.....	4
Article 7 Rescind Bond Authorization.....	4
Article 8 Appropriate for General Fund Cash Capital.....	5
Article 9 Appropriate for Sewer Line Reconstruction .....	11
Article 10 Accept M.G.L. C. 40 Section 13D – Compensated Absence Fund .....	12

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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 at the Town Hall:

**MONDAY, THE THIRTEENTH DAY OF MAY, 2013**

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

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**ARTICLE 1:        APPROPRIATE FOR TREE INVENTORY GRANT MATCHING FUNDS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$30,000 as matching funds for an Urban Forestry Grant to create a tree inventory, said sum to be spent under the direction of the Town Manager and that \$5,523 be transferred from Article 64 of the 2000 Annual Town Meeting and that \$24,477 be transferred from Article 38 of the 2003 Annual Town Meeting; or take any other action relative thereto.

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

*Article Information:* The Commonwealth of Massachusetts Department of Conservation and Recreation provided the Town with a \$30,000 Urban Forestry grant. The grant, which will fund a tree inventory program in the town of Needham, requires a matching contribution by the Town. The program will include a complete inventory of the public shade trees along the Town’s rights of way, and will be maintained through a work order system to keep it up-to-date. The inventory will include geographic location, genus, species, condition, and maintenance needs, and will help the Town develop maintenance plans and condition and ownership information.

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**ARTICLE 2:        APPROPRIATE FOR WASTE CONTAINERS**

To see if the Town will vote to raise and /or transfer and appropriate the sum of \$34,000 for purchase of open and dome top waste containers, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$15,000 be transferred from Article 59 of the 2001 Annual Town Meeting, and that \$19,000 be transferred from Article 5 of the May 2001 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 RTS presently has 30 roll-off containers – both open and dome-top types. The expected life for a container is 10 to 15 years. None of the containers that are presently in use are new, and

many of the containers are in poor condition. This article would provide two years of initial funding for a replacement program and will support the replacement of five containers. It is anticipated that the program will be incorporated into the RTS operating budget in future years, and will consist of replacement of two containers per year.

**ARTICLE 3:        AMEND THE FY2013 OPERATING BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2013 Operating Budget adopted under Article 10 of the May 2012 Annual Town Meeting and amended under Article 4 of the October 29, 2012/November 13, 2012 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From:</u>	<u>Changing To:</u>
3	Group Health Insurance & Benefits	\$9,908,775	To be Determined
4	Retiree Insurance & Insurance Liability Fund	\$4,523,887	To be Determined
10	Reserve Fund	\$1,309,072	\$1,258,431
20C	Police Department Capital	\$228,018	\$266,948
21C	Fire Department Capital	\$0	\$11,711

or take any other action relative thereto.

INSERTED BY: Finance Committee

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

*Article Information:* Based on changes made to the Town’s health insurance program, there may be funds available in the Group Health Insurance & Benefits line to transfer to the Retiree Insurance & Insurance Liability (“OPEB”) line. This information will be known after the April bills have been processed. The proposed increase to the Police Department capital line would allow the Department to purchase a Police vehicle that was identified in the fiscal year 2014 operating budget but deferred due to funding priorities. The proposed increase to the Fire Department capital line would fund the installation of a new radio remote satellite receiver that was also identified in the fiscal year 2014 operating budget but deferred due to funding priorities. The two capital items are proposed for funding from the Reserve Fund.

**ARTICLE 4:        AMEND ZONING BY-LAW: LOT WIDTH DEFINITION/MEASUREMENT**

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.1 Basic Requirements, Subsection 4.1.5, Minimum Required Lot Width, by revising the paragraph, so that the entire subsection shall now read as follows: (new language underlined):

“4.1.5 Minimum Required Lot Width

Building lots in all zoning districts recorded or endorsed after January 9, 1986 shall be required to have a minimum lot width for a distance that extends from the front line throughout the primary building or structure not less than the applicable minimum frontage for the district in which said lot is located, as specified in

Sections 4.2.1, 4.3.1, 4.4.1, and 4.6.1; except, however, in the Single Residence A District such minimum required lot width shall be at least 120 feet. To measure lot width, start at a front corner (where a sideline meets the lot's line of frontage) and, at a right angle to that sideline, measure straight across the lot to the other sideline. This measurement need not be at a right angle from more than one sideline but it must cross the lot to meet the opposite sideline. Then take a series of measurements parallel to that first measured line, through the full depth of the primary building or structure on the lot. If any lot line on the side chosen for the starting point is a convex line, draw a straight line connecting the two far points of the convex line, and measure across the lot from that straight line; and if any lot line on the side chosen for the starting point is a concave line, draw a straight line connecting the two far points of that line and begin there, but measure across the lot from the point where the perpendicular line crosses the concave side lot line. For corner lots, the measurement shall be taken from front corners along both frontage lines.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS: Recommendation to be Made at Town Meeting

*Article Explanation: Presently the Needham Zoning By-Law requires all building lots to have a minimum lot width for a distance that extends from the front line throughout the building or structure of not less than the applicable minimum frontage for the district in which the lot is located, except in the case of the Single Residence A District where the minimum required lot width is 120 feet. The present requirement was adopted in 1986 to further control the irregular configuration of lots. The 1986 amendment was offered in response to a development built in the mid 1980's which exposed the inadequacy of the then present lot width rule. Prior to the 1986 amendment lot width was limited to a minimum of one-half the applicable frontage requirement.*

*The proposed amendment seeks to clarify how the lot width measurement is to be made and states the following: To measure lot width, start at a front corner (where a sideline meets the lot's line of frontage) and, at a right angle to that sideline, measure straight across the lot to the other sideline. This measurement need not be at a right angle from more than one sideline but it must cross the lot to meet the opposite sideline. Then take a series of measurements parallel to that first measured line, through the full depth of the primary building or structure on the lot. If any lot line on the side chosen for the starting point is a convex line, draw a straight line connecting the two far points of the convex line, and measure across the lot from that straight line; and if any lot line on the side chosen for the starting point is a concave line, draw a straight line connecting the two far points of that line and begin there, but measure across the lot from the point where the perpendicular line crosses the concave side lot line. For corner lots, the measurement shall be taken from the front lot corners along both frontage lines.*

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**ARTICLE 5:        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:

“Software License and/or Maintenance Agreements	10
Online Subscription Services for Curriculum	10”

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information: Unless otherwise determined in the General By-laws, the maximum length of contracts for software licenses, software maintenance agreements, and online curriculum subscriptions is three years. The Town can experience savings, and perhaps better terms, by entering into longer-term agreements with providers. This By-law amendment would provide flexibility and allow such agreements to be executed for a maximum of ten years.*

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**ARTICLE 6: AMEND TAX INCREMENT FINANCING PLAN AND TIF AGREEMENT**

To see if the Town will vote to amend the vote taken under Article 1 of the Special Town Meeting of December 3, 2012; and to approve the technical changes shown in the Amended Tax Increment Financing (TIF) Plan and Amended TIF Agreement among TripAdvisor LLC, Normandy GAP-V Development Needham, LLC and the Town of Needham for property at the New England Business Center, to allow for a reconfiguration of the office building on the property while still allowing the project to take full advantage of the exemptions in the original TIF Agreement, including the designation of an amended TIF Zone delineated as ‘Site Area’ on a Plan entitled “Exclusive Use Plan – Building #3,” dated March 5, 2013, prepared by Tetra Tech, and consisting of approximately 206,516 square feet of land located at 360 First Avenue, 410 First Avenue, 66 B Street and 37 A Street, a copy of which is on file at the office of the Town Clerk, subject to approval by the Economic Assistance Coordinating Council of the Commonwealth of Massachusetts (“EACC”); and to ratify the Board of Selectmen’s execution of the Amended TIF Agreement and submission to the EACC of an amended EOA Application, the Amended TIF Plan, the Amended TIF Agreement; and any necessary documents relating thereto; and to authorize the Board of Selectmen to take such other actions as are necessary or appropriate to implement the amended documents; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article Information: The final design for the TripAdvisor building being developed by Normandy Partners is now complete, and a Special Permit has been issued by the Planning Board. The building is larger than the previously envisioned building, and has been re-oriented on the property. As a result, a technical amendment to the Tax Increment Financing Plan recognizing these modifications is necessary. There is no material change to any of the provisions of the Agreement presented to the December 3, 2013 Special Town Meeting.*

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**ARTICLE 7: RESCIND BOND AUTHORIZATION**

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

Project	Town Meeting	Article	Authorized	Rescind
High Rock and Pollard School	2007 ATM	41	\$20,475,000	\$269,000
Water Storage Tank Cleaning & Painting	2008 ATM	48	\$730,000	\$75,000
Sewer Pump Station Richardson Drive	2002 STM (Nov)	20	\$500,000	\$81,290
Total				\$425,290

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 8: APPROPRIATE FOR GENERAL FUND CASH CAPITAL**

To see if the Town will vote to raise and/or transfer and appropriate \$1,707,081 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from available funds; or take any other action relative thereto.

General Fund	Description	Recommended	Amendment
General Government	Election Equipment	\$ 85,000	
General Government	Network Hardware Servers & Switches	\$ 30,000	
Public Facilities	Core Fleet	\$ 33,600	
Public Facilities	Energy Efficiency Upgrade Improvements	\$ 113,078	
Public Facilities	Facilities Maintenance Program	\$ 33,581	
Public Facilities	Portable Generator	\$ 61,250	
Public Safety	Core Fleet (Building)	\$ 45,042	
Public Safety	Core Fleet (Fire)	\$ 49,200	
Public Safety	Wireless Municipal Radio Master Box	\$ 164,000	
Public Schools	Furniture & Equipment	\$ 79,250	
Public Schools	School Copier Replacement	\$ 59,620	
Public Schools	Technology	\$ 223,751	

<b>General Fund</b>	<b>Description</b>	<b>Recommended</b>	<b>Amendment</b>
Public Works	Core Fleet	\$ 387,000	
Public Works	Two Way Radio Upgrade	\$ 27,509	
Public Works	Small Specialty Equipment	\$ 104,900	
Public Works	Snow & Ice Equipment	\$ 210,300	
	<b>Total Appropriation</b>	<b>\$ 1,707,081</b>	

INSERTED BY: Board of Selectmen

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

*Article Information:* This article contains those cash capital items not recommended for funding at the Annual Town Meeting. They are included in the Special Town Meeting warrant in the event that funds become available. If funds are not available in May, these items will be considered at a fall Special Town Meeting.

**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 rooftop 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.

**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

**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.

**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

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**ARTICLE 9: APPROPRIATE FOR SEWER LINE RECONSTRUCTION**

To see if the Town will vote to raise and/or transfer and appropriate \$200,000 for sewer line reconstruction, to be spent under the direction of the Town Manager, and that \$8,500 be transferred from Article 56 of the 2003 Annual Town Meeting, \$9,000 be transferred from Article 44 of the 2004 Annual Town Meeting, \$48,000 be transferred from Article 45 of the 2004 Annual Town Meeting, \$33,000 be transferred from Article 44 of the 2007 Annual Town Meeting, \$98,500 be transferred from Article 38 of the 2010 Annual Town Meeting, and that \$3,000 be transferred from the Sewer Enterprise Fund Retained Earnings; 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:* In early April, 2013, a sink hole developed on Kendrick Street that was determined to be caused by a collapsed sewer line. A portion of this sewer line - approximately 20 feet - was replaced on an emergency, temporary basis. Detailed investigation revealed that approximately 120 linear feet of asbestos cement pipe in Kendrick Street and Third Avenue must be replaced immediately in order to prevent further collapse.

**ARTICLE 10:      ACCEPT M.G.L. c. 40 SECTION 13D – COMPENSATED ABSENCE FUND**

To see if the Town will vote to accept the provisions of M.G.L. c. 40 Section 13D for the purpose of establishing, appropriating and/or transferring funds to the reserve fund for the future payment of accrued liabilities for compensated absences; or take any other action relative thereto.

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

*Article Information:*    *The Town has a long-standing practice of setting aside funds for the payment of compensated absences at the time of retirement. While the Town has taken steps to modify and some cases eliminate this exposure, there are still employees who are eligible for these payments. The Town's practice has been to appropriate for this liability through financial warrant articles. The Town has received guidance from the Massachusetts Department of Revenue indicating that cities and towns must take advantage of the statute allowing for the establishment of a compensated absence fund for this purpose. Funds remaining in existing financial warrant articles will be transferred to the new fund and requests for appropriation to the fund will be presented from time to time as needed.*

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

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

Given into our hands at Needham aforesaid this 10<sup>th</sup> day of April 2013.

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

*Selectmen of Needham*

A TRUE COPY  
Attest:  
Constable:

**Town Clerk's Office  
Needham, MA 02492**

**First Class Mail  
U.S. Postage Paid  
Needham, MA  
Permit No. 58224**

**ATTN: SPECIAL TOWN MEETING WARRANT**