

**Town of Needham
Select Board
Minutes for Tuesday, May 28, 2024
Select Board's Chamber and
Via ZOOM**

<https://us02web.zoom.us/j/89068374046>

- 6:03 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Kevin Keane. Those present were Vice Chair Heidi Frail, Marianne Cooley, Cathy Dowd, Joshua Levy, and Town Manager Kate Fitzpatrick. David Davison, Deputy Town Manager/Director of Finance, Katie King, Deputy Town Manager, and Susan Metropol, Recording Secretary, were also in attendance.
- 6:03 p.m. Public Comment Period:
Scott Silverman, 40 Brewster Drive, expressed his concerns regarding the construction that will be occurring that is scheduled to occur on land adjacent to his property. He noted that he has been in communication with Shane Mark and Tyler Gabrielski.
- 6:05 p.m. Pride Month Proclamation:

Heidi Frail read the 2024 Pride Month Proclamation, highlighting the Town of Needham as a welcoming community that values and embraces the LGBTQIA+ community.
- Motion by Ms. Cooley that the Board vote to approve and sign the 2024 Pride Month Proclamation.**
Second: Ms. Dowd. Unanimously approved 5-0.
- 6:08 p.m. Introduce Eliza Echevarria, Director of Administration and Finance/Public Services:
Presenter: Carys Lustig, Director of Public Works

Carys Lustig introduced incoming Director of Administration and Finance/Public Services Eliza Echevarria. Ms. Echevarria has a broad depth of experience in both public works and administration. A major focus of her role will be the administrative, compliance, and procurement tasks related to significant upcoming public works projects. Ms. Echevarria expressed her excitement in starting this role.
- 6:13 p.m. Public Hearing: Eversource Grant of Location – 28 Petrini Circle:
Presenter: Joanne Callender, Eversource Representative

Eversource Energy requested permission to install approximately 8 feet of conduit in Petrini Circle. The reason for this work is to provide service to 28 Petrini Circle. The Department of Public Works has approved this petition, based on Eversource

Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, that conduit must be placed at 24" below grade to the top of the conduit.

Motion by Ms. Frail that the Board vote to approve and sign a petition from Eversource Energy to install approximately 8 feet of conduit in Petrini Circle. Second: Ms. Cooley. Unanimously approved 5-0.

6:15 p.m. Department of Public Works General Update:
Presenter: Carys Lustig, Director of Public Works

Carys Lustig provided a general update from the Department of Public Works (DPW) including major construction projects anticipated to be completed this season and to solicit feedback on a few intended changes to the right of way on specific roadway projects. Ms. Lustig highlighted staffing challenges, bidding issues, increasingly severe weather events, and work being conducted by Eversource Gas as some of the primary challenges. She noted that there is still \$6 million of ARPA-funded projects to be completed this year, notably Water and Sewer projects.

Ms. Lustig highlighted significant projects occurring at the Recycling & Transfer Station, Engineering Department, Buildings Department, Parks & Forestry Division, Water & Sewer, and Highway Division. She also noted that the GIS mapping for DPW's projects will be available in the upcoming weeks on the Department's webpage. This mapping will show all the projects occurring in the right of way with a rough estimate of when each project will be completed.

Discussion ensued between Ms. Lustig and Board members regarding two upcoming projects at Brewster Drive and Webster Street. Ms. Lustig emphasized that the goals of the Brewster Drive project are to tighten intersections to reduce and control speed, and to reduce impervious surfaces. This project will also potentially involve choosing a ground cover that the Town must be able to maintain on at least one of the corners of the intersection.

The goal of the Webster Street project is to implement certain traffic calming measures, shoulder lines to improve protections for bicyclists, and ADA compliant ramps. Relevant issues discussed related to this project included the efficacy of adding a crosswalk at Brookline Street across Webster Street, extending as much as space as possible for bike lanes, and the width of the road, which is currently set at 10.5 feet to enable safe transportation for trucks. Other topics related to pedestrian safety included identifying the safest bike route for high school students and pedestrian safety on Rosemary Street.

7:10 p.m. Appointment Calendar and Consent Agenda:

Motion by Ms. Cooley that the Board vote to approve the Appointment Calendar and Consent Agenda with the exception of the minutes from the April 16 meeting.

Second: Ms. Frail. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	Ann Cosgrove	Registrar of Voters Term Exp: 3/31/2025
2.	Elizabeth Kaponya	Registrar of Voters Term Exp: 3/31/2026
3.	Kathy Jacques	Registrar of Voters Term Exp: 3/31/2027
4.	Joshua Levy	Stormwater By-Law Working Group Term Exp: 10/31/2024
5.	Tripp Pace	Stormwater By-Law Working Group Term Exp: 10/31/2024
6.	Artie Crocker	Climate Action Committee Term Exp: 6/30/2026
7.	Fred Moder	Climate Action Committee Term Exp: 6/30/2025

CONSENT AGENDA

1.	Approve Open Session Minutes of April 16, 2024; April 30, 2024; May 6, 2024; May 8, 2024; and May 13, 2024.
2.	Approve the following donations to the Needham Free Public Library: • From Dedham Savings Bank, \$190; • From Worthy Book publishers, <i>The Score That Matters: Growing Excellence in Yourself and Those You Lead</i> by Ryan Hawk and Brook Cupps (estimated value \$28); • From staff member Faith Crisley, multiple popular fiction and non-fiction titles, estimated value \$80; • 5 copies of <i>Machine Guns & Typewriters</i>, donated by the author Robert W. Wallace (estimated value \$130); and • <i>Brooklyn Goes Home: The Rise and Fall of American Greyhound Racing and the Dog That Inspired a Movement</i>, donated by the authors Christine A. Dorchak and Carey M. Theil (estimated value \$20).
3.	Accept the following donation made to Needham's Aging Services Division: • \$300 from Onita F. Oneal Revocable Trust
4.	Accept the following donation made to Needham's Department of Public Works, Parks and Forestry Division (Revised Donor Information) • A 14-foot tall Golden Larch tree valued at \$1,859 from an anonymous resident to be placed at Walker Gordon Field
5.	Accept the following donation made to Needham Youth and Family Services:

	\$287.40 from Needham Community Council for community programming.
6.*	In accordance with Section 20B of the Town Charter, and upon the recommendation of the Town Manager and the Personnel Board, adopt a revised classification and compensation plan (Schedule A) for FY2024; and a revised classification and compensation plan (Schedule C) for FY2025 (consistent with the Board's vote for non-represented employees on March 26, 2024).
7.	Authorize the placement of Pride Month lawn signs at the Town Hall and Public Services Administration Building from June 1, 2024 through June 30, 2024.
8.	Approve 20B Exemption for the following individual to engage in work with the Needham Park and Recreation Department: Logan Demaria. (New item added)

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Genevieve Paquette	11 James Avenue	James Avenue	6/15/24	12pm-3pm	6/22/24
Julie Venables	19 Mayo Avenue	Mayo Avenue	6/2/24	4pm-6:30pm	N/A

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
League of Women Voters of Needham	LWV Needham Annual Meeting	The Center at the Heights, 300 Hillside Ave	5/23/2024
PanMass Challenge	PanMass Challenge	Trim Parking Lot, 231 Forest St.	8/2/2024
PanMass Challenge	PanMass Challenge	Trim Parking Lot, 231 Forest St	8/4/2024
Needham Pool and Racquet Club	New Member Welcome Event	Needham Pool and Racquet Club, 1545 Central Ave	6/7/2024
Wellesley Theatre Project	Teal Tie Affair	Powers Hall, Needham Town Hall	6/1/2024

7:11 p.m. Town Manager:

Town Manager Report

- Ms. Fitzpatrick noted that the celebrations in observance of the upcoming Juneteenth holiday will include a ceremony on the morning of June 19.
- The Needham MBTA line will be undergoing several improvements on the following dates: June 1, 2, 8, 9, 28, 29, 30 and July 1. There will be replacement bus service during these dates.

- Congressman Auchincloss accepted a proposal from the Town to include in the FY2025 federal budget a \$3 million request to support small-scale cost-effective stormwater best management practices to facilitate flood reduction efforts and to reduce phosphorus load. The budget proposal is currently before the House Appropriations Committee.
- Katie King, Deputy Town Manager, has been granted Credential Manager Candidate Status from the International City County Management Association.

7:15 p.m. Board Discussion:

Committee Reports

Ms. Dowd reported that there will be 20 students from Needham joining the freshman class at the Minuteman High School in the fall. Ms. Cooley noted that the Town partners well with Minuteman to promote the opportunity among middle school students in Needham.

Ms. Frail attended a Holi celebration hosted by the Indian Community of Needham event and appreciated the very warm welcome.

Mr. Keane thanked Town residents and staff for their attendance at Memorial Day events in Town. He also reported that the Branding & Town Seal Committee is making progress.

7:24 p.m. Adjourn:

Motion by Ms. Frail that the Select Board vote to adjourn the Select Board meeting of Tuesday, May 28, 2024.

Second: Ms. Cooley. Unanimously approved 5-0.

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

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

The next Select Board meeting is scheduled for Tuesday, June 11, 2024, at 6:00 p.m.