SELECT BOARD AGENDA
Regular Meeting
6:00 p.m. November 26, 2024

Town Hall
Select Board Chambers
1471 Highland Avenue
Needham, MA 02492
&
Zoom

Pursuant to Chapter 2 of the Acts of 2023, meetings of public bodies may be conducted virtually provided that adequate access is provided to the public.

To listen and view this virtual meeting on a phone, computer, laptop, or tablet, download the "Zoom Cloud Meeting" app in any app store or at www.zoom.us. At the above date and time, click on "Join a Meeting" and enter the meeting or click the link below to join the webinar:

Link:
https://needham-k12-ma-us.zoom.us/j/82601013229?pwd=OE82V1MxQnJUZHVXZjFNbWJXRFJoQT09
Webinar ID: 826 0101 3229
Passcode: 652800
One tap mobile: +16469313860,,82601013229#,,,,*652800#

This is a public meeting of the Needham Select Board. The meeting is open to the public both in person and via Zoom. Residents are invited to provide comment during the public comment period (as set forth below) and for any item explicitly listed as a public hearing. Public comment is not available during other agenda items.

	6:00	Public Comment Period Residents are encouraged to inform the Office of the Town Manager in advance via email (OTM@needhamma.gov), telephone (781) 455-7500 extension 204, or in person by the end of the business day prior to the meeting of their intent to participate in the public comment period. The Chair will first recognize those who have communicated in advance their desire to speak for up to three minutes. If time allows, others wishing to speak will be recognized in an order determined by the Chair for up to three minutes. The Board's policy on public participation in meetings can be found here.
1.	**6:00**	Public Hearing: Grant of Location – Tolman Street • Alex Marrero, Verizon Representative

2.	**6:00**	WestMetro HOME Consortium Update • Alison Steinfeld, Community Housing Specialist
3.	**6:10**	Mobility Planning & Coordination Committee Update • Tim Bulger, Mobility Planning & Coordination Committee Chair • Carys Lustig, Director of Public Works • Tyler Gabrielski, Director of Streets & Transportation
4.	**6:30**	Director of Public Works • Eversource Winter Gas Work • Traffic Regulation Amendment - Zero Emission Vehicle Parking
5.	**6:45**	Needham Police Department Update • John Schlittler, Chief of Police
6.	**7:00**	Town Counsel Update • Chris Heep, Town Counsel
7.	**7:15**	Town Manager • Preliminary FY2026-FY2030 Capital Improvement Plan
8.	**7:30**	Board Discussion • Town Manager Search Process • Committee Reports

APPOINTMENT CALENDAR

1.	Tatiana Swanson	Needham Contributory Retirement Board (Term Expires 12/18/2027)
2.	Liz Lee	Town Manager Screening Committee – School Committee Chair (Term Expires 6/30/2025)
3.	Carol Fachetti	Town Manager Screening Committee – Finance Committee Chair (Term Expires 6/30/2025)
4.	Rita Vogel	Town Manager Screening Committee – Human Resources Advisory Committee Chair (Term Expires 6/30/2025)

CONSENT AGENDA *Supporting Documents in Agenda Packet

1.	Accept the following donations made to the Needham Community Revitalization Trust Fund: • $1295 from Carol De Lemos • $1295 from Louise Condon Realty, Inc • $ 400 from Needham Council for Arts & Culture
2.	Accept the following donation made to the Needham Youth & Family Services Crisis Donation Fund: • $500 from the Needham Clergy Association
3.	Accept the following donation made to the Needham Free Public Library: • $70 from Lois & Bill Bacon, in honor of Gail Hedges

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Public Hearing: Verizon Grant of Location – Tolman Street
Presenter(s)	Alex Marrero, Verizon Representative

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Verizon New England requests permission to install one (1) JO Pole, P.3 on the westerly side of Toman Street, approximately 75 feet southwesterly from existing JO pole, P.2. The reason for this work is to provide service to new construction.

The Department of Public Works has approved this petition, based on Verizon New England and 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.

2.	**VOTE REQUIRED BY SELECT BOARD**

Suggested Motion: That the Select Board approve and sign a petition from Verizon New England to install one (1) JO Pole, P. 3 on the westerly side of Toman Street, approximately 75 feet southwesterly from existing JO pole, P.2.

3.	**BACK UP INFORMATION ATTACHED**

a. DPW Review Sheet
b. Letter of Application
c. Petition
d. Order
e. Petition Plan
f. Notice Sent to Abutters
g. List of Abutters

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

NEEDHAM, MA 02492 Telephone: (781) 455-7550
www.needhamma.gov/dpw

TO: Myles Tucker, Select Board Office
FROM: DPW Office
DATE:
RE:

For Select Board Meeting of

Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: 11-5-24 REVIEWER: RGWGW.

SITE LOCATION: #23-#35 TOLMAN ST. UTILITY REQUESTING: VERIZON

Conduit Work Area Description

(A) Sidewalk/Grass Strip Crossing Only Peer Review tar 11/19/24

B Work Within Paved Road Perpendicular Crossing Peer Review _____

C Work Within a Plaza Area/Landscaped Island/Parallel Along Roadway

Peer Review _____ Div. Head Review _____

D Other Peer Review _____ Div. Head Review _____

- [x] Petition Plan Consistent with Field Review
- [x] Diameter of Conduit N/A
- [x] Depth of Conduit N/A
- [x] Utility Conflicts
- [x] Crossing Perpendicular to Road N/A
- [x] Public Road
- [ ] Double Pole No
- [x] Old Pole Removed N/A
- [x] Cables Transferred to New Pole No
- [x] New Riser on Pole N/A
- [x] Visible Trench Patch across Road/Sidewalk N/A
- [ ] Abutters List Complete
- [x] Photos Included

Department Head _____

COMMENTS:

NO NEW POLE INSTALLED AS OF YET.

The application is complete pending a public hearing- tar 11/19/24

LEGEND

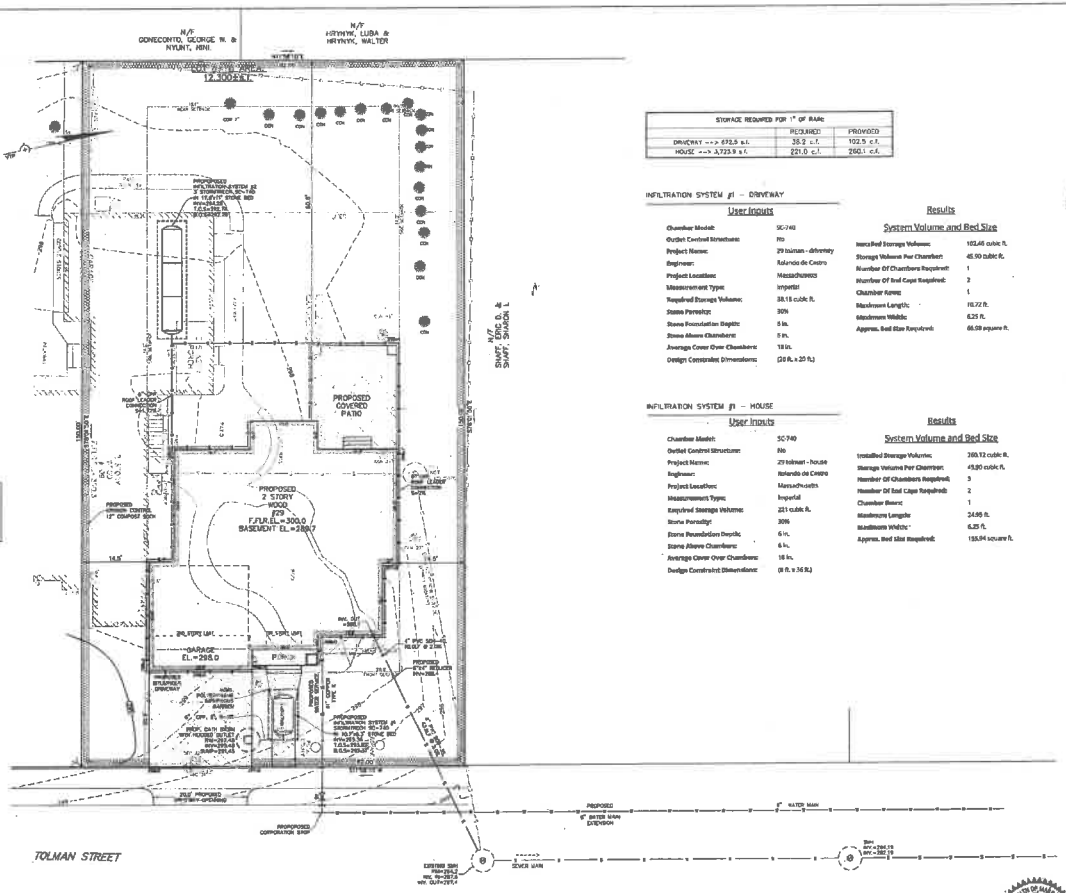
EXISTING BUILDING
PROPOSED BUILDING
PROPERTY LINE
CONTOUR
STOCKADE FENCE
CHAINLINK FENCE
PICKET FENCE
SEWER LINE
DRAIN LINE
WATER LINE
WATER/GAS VALVE
DRAIN/SEWER MANHOLE
CATCH BASIN
UTILITY/LIGHT POLE
DECIDUOUS TREE
CONIFEROUS TREE
FIRE HYDRANT
WETLAND FLAG

NORFOLK COUNTY REGISTRY OF DEEDS

DEED REFERENCE
BOOK 41558 PAGE 289

PLAN REFERENCE
BOOK 725 PAGE 75

OWNER OF RECORD
29 TOLMAN STREET, LLC



STORAGE REQUIRED FOR 1" OF RAIN:		
	REQUIRED	PROVIDED
DRIVEWAY --> 692.5 s.f.	35.2 c.f.	102.5 c.f.
HOUSE --> 3,723.9 s.f.	221.0 c.f.	260.1 c.f.

INFILTRATION SYSTEM #1 – DRIVEWAY

User Inputs

Chamber Model:	SC-740
Outlet Control Structure:	No
Project Name:	29 tolman - driveway
Engineer:	Rolando de Castro
Project Location:	Massachusetts
Measurement Type:	Imperial
Required Storage Volume:	38.15 cubic ft.
Stone Porosity:	30%
Stone Foundation Depth:	6 in.
Stone Above Chambers:	6 in.
Average Cover Over Chambers:	18 in.
Design Constraint Dimensions:	(20 ft. x 20 ft.)

Results

System Volume and Bed Size

Installed Storage Volume:	102.46 cubic ft.
Storage Volume Per Chamber:	45.90 cubic ft.
Number Of Chambers Required:	1
Number Of End Caps Required:	2
Chamber Rows:	1
Maximum Length:	16.22 ft.
Maximum Width:	6.25 ft.
Approx. Bed Size Required:	66.59 square ft.

INFILTRATION SYSTEM #1 – HOUSE

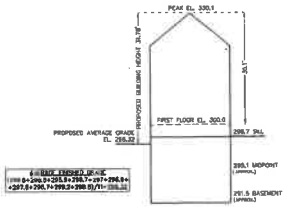
User Inputs

Chamber Model:	SC-740
Outlet Control Structure:	No
Project Name:	29 tolman - house
Engineer:	Rolando de Castro
Project Location:	Massachusetts
Measurement Type:	Imperial
Required Storage Volume:	221 cubic ft.
Stone Porosity:	30%
Stone Foundation Depth:	6 in.
Stone Above Chambers:	6 in.
Average Cover Over Chambers:	18 in.
Design Constraint Dimensions:	(8 ft. x 36 ft.)

Results

System Volume and Bed Size

Installed Storage Volume:	260.12 cubic ft.
Storage Volume Per Chamber:	45.90 cubic ft.
Number Of Chambers Required:	5
Number Of End Caps Required:	2
Chamber Rows:	1
Maximum Length:	34.96 ft.
Maximum Width:	6.25 ft.
Approx. Bed Size Required:	155.84 square ft.



PROPOSED BUILDING HEIGHT
NOT TO SCALE

ZONING CHART			
NEEDHAM, MASSACHUSETTS			
ZONE: SR-B SUBMISSION: PROPOSED			
REGULATION	REQUIRED	EXISTING	PROPOSED
LOT AREA	10,000s.f.	12,300±s.f.	12,300±s.f.
LOT FRONTAGE	80.0'	82.0'	82.0'
FRONT SETBACK	20.0'	–	20.5'
SIDE SETBACK	14.0'	–	14.0'
REAR SETBACK	10.0'	–	69.8'
BUILDING HEIGHT	35.0'	–	31.75'
AVERAGE GRADE	–	–	296.32
LOT COVERAGE	25%-30%	–	18.4%

DIG SAFE

DIG SAFE
EXCAVATORS BEFORE YOU DIG CONTACT THE DIG SAFE CENTER TO PREVENT DAMAGE TO UTILITIES. DAMAGE TO ELECTRIC UNDERGROUND FACILITIES OF MINIMUM DEPTHS. CALL TOLL FREE 1-888-344-7233. MASSACHUSETTS STATE LAW REQUIRES NOTIFICATION AT LEAST THREE BUSINESS DAYS BEFORE YOU START DIGGING OPERATIONS. IN AN EMERGENCY, CALL IMMEDIATELY

0 10 20 30 40
SCALE: 1" = 10'

GENERAL NOTES:

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING AND DETERMINING THE LOCATION, SIZE AND ELEVATION OF ALL EXISTING UTILITIES, SHOWN OR NOT SHOWN ON THIS PLAN, PRIOR TO ANY CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION AND APPROPRIATE REMEDIAL ACTION BEFORE PROCEEDING IN THE WORK.
2. THE LOCATION OF ALL UTILITIES SHOWN HEREON ARE APPROXIMATE AND ARE BASED ON THE FIELD LOCATION OF ALL VISIBLE STRUCTURES SUCH AS CATCH BASINS, MANHOLES, WATER GATES, ETC. AND GOVERNMENT AGENCIES.
3. ALL THE PROPOSED DOWNSPOUTS TO CONNECT INTO ONSITE INFILTRATION SYSTEMS.

VERITY NOTE:
ALL UTILITY INFORMATION SHOWN IS FROM AVAILABLE RECORDS, TO BE VERIFIED IN FIELD PRIOR TO ANY CONSTRUCTION

TOPOGRAPHIC SITE PLAN
NEEDHAM, MASSACHUSETTS

SHOWING PROPOSED CONDITIONS AT
#29 TOLMAN STREET

SCALE: 1in.=10ft. DATE: MARCH 4, 2024

PROJECT: 223184

VTP ASSOCIATES INC.
LAND SURVEYORS – CIVIL ENGINEERS
132 ADAMS STREET 2ND FLOOR SUITE 3
NEWTON, MA 02458
(617) 332-8271

SHEET 1 OF 2

LEGEND

EXISTING BUILDING
PROPOSED BUILDING
PROPERTY LINE
CONTOUR
STOCKADE FENCE
CHAINLINK FENCE
PICKET FENCE
SEWER LINE
DRAIN LINE
WATER LINE
WATER/GAS VALVE
DRAIN/SEWER MANHOLE
CATCH BASIN
UTILITY/LIGHT POLE
DECIDUOUS TREE
CONIFEROUS TREE
FIRE HYDRANT
WETLAND FLAG

NORFOLK COUNTY REGISTRY OF DEEDS

DEED REFERENCE
BOOK 41555 PAGE 292

PLAN REFERENCE
BOOK 722 PAGE 73

OWNER OF RECORD
35 TOLMAN STREET, LLC

ROOF DOWNSPOUT SYSTEM TO BE MIN. 4" PVC SCH-40, UNLESS NOTED. PVC SCH-80 UNDER DRIVEWAY AND PARKING AREAS WITH LESS THAN 4' OF COVER. S=0.005MIN.

CONTRACTOR TO FIELD LOCATE ROOF DOWNSPOUT SYSTEM AND ADJUST PIPE LENGTHS AS NECESSARY TO ACCOMMODATE ACTUAL DOWNSPOUTS. DOWNSPOUT LOCATIONS SHOWN ARE APPROXIMATE.

STORAGE CALCULATION FOR 1" OF RAIN		
	REQUIRED	PROVIDED
DRIVEWAY --> 672.5 s.f.	56 c.f.	102.5 c.f.
HOUSE --> 3,725.9 s.f.	310.5 c.f.	334.5 c.f.

INFILTRATION SYSTEM #1 – DRIVEWAY

User Inputs

Chamber Model:	SC-740
Outlet Control Structure:	No
Project Name:	35 tolman - driveway
Engineer:	Rolando da Castro
Project Location:	Massachusetts
Measurement Type:	Imperial
Required Storage Volume:	56.10 cubic ft.
Stone Porosity:	30%
Stone Foundation Depth:	6 in.
Stone Above Chamber:	6 in.
Average Cover Over Chambers:	18 in.
Design Constraint Dimensions:	(29 ft. x 20 ft.)

Results

System Volume and Bed Size

Installed Storage Volume:	102.46 cubic ft.
Storage Volume Per Chamber:	45.90 cubic ft.
Number Of Chambers Required:	1
Number Of End Caps Required:	2
Chamber Rows:	1
Maximum Length:	10.72 ft.
Maximum Width:	6.25 ft.
Approx. Bed Size Required:	66.98 square ft.

INFILTRATION SYSTEM #1 – HOUSE

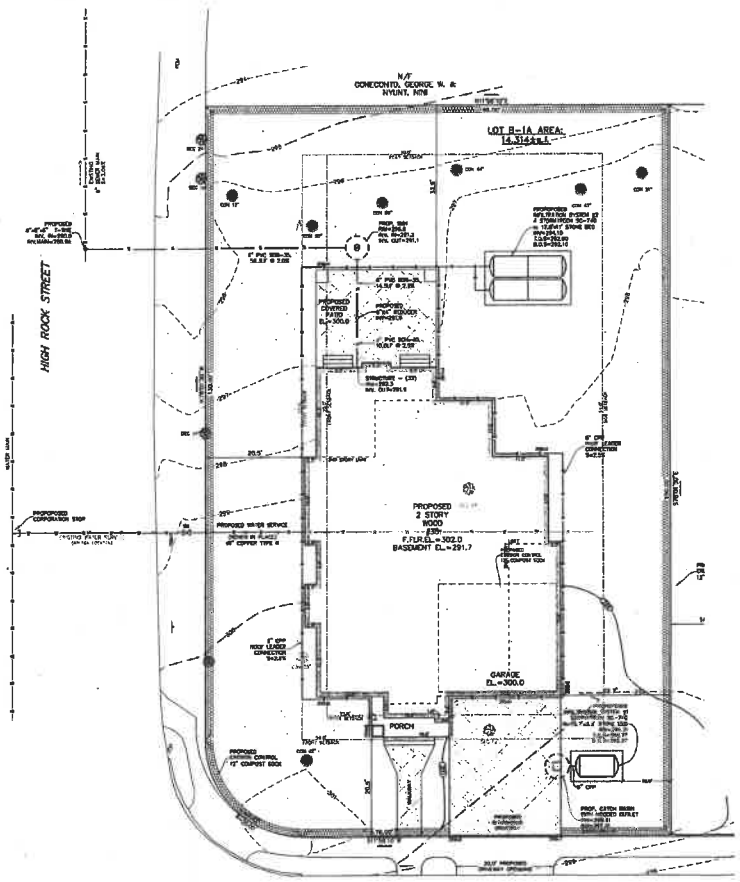
User Inputs

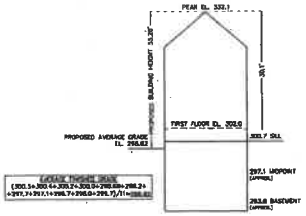
Chamber Model:	SC-740
Outlet Control Structure:	No
Project Name:	35 tolman - house
Engineer:	Rolando da Castro
Project Location:	Massachusetts
Measurement Type:	Imperial
Required Storage Volume:	310.50 cubic ft.
Stone Porosity:	30%
Stone Foundation Depth:	6 in.
Stone Above Chamber:	6 in.
Average Cover Over Chambers:	18 in.
Design Constraint Dimensions:	(29 ft. x 20 ft.)

Results

System Volume and Bed Size

Installed Storage Volume:	334.50 cubic ft.
Storage Volume Per Chamber:	45.90 cubic ft.
Number Of Chambers Required:	4
Number Of End Caps Required:	4
Chamber Rows:	2
Maximum Length:	17.83 ft.
Maximum Width:	11 ft.
Approx. Bed Size Required:	196.17 square ft.





PROPOSED BUILDING HEIGHT
NOT TO SCALE

ZONING CHART			
NEEDHAM, MASSACHUSETTS			
ZONE: SR-B SUBMISSION: PROPOSED			
REGULATION	REQUIRED	EXISTING	PROPOSED
LOT AREA	10,000 s.f.	14,314 s.f.	14,314 s.f.
LOT FRONTAGE	80.0'	107.42'	107.42'
FRONT SETBACK	20.0'	–	20.5'
SIDE SETBACK	14.0'	–	20.5'
REAR SETBACK	10.0'	–	23.5'
BUILDING HEIGHT	35.0'	–	33.29'
AVERAGE GRADE	–	–	298.82
LOT COVERAGE	25%-30%	–	26.0%

TOPOGRAPHIC SITE PLAN
NEEDHAM, MASSACHUSETTS

SHOWING PROPOSED CONDITIONS AT
#35 TOLMAN STREET

SCALE: 1in.=10ft. DATE: MARCH 4, 2024

PROJECT: 223184

VTP ASSOCIATES INC.
LAND SURVEYORS – CIVIL ENGINEERS
132 ADAMS STREET 2ND FLOOR SUITE 3
NEWTON, MA 02458
(617) 332-8271

SHEET 1 OF 2

DIG SAFE

EXCAVATORS BEFORE YOU DIG CONTACT THE DIG SAFE CENTER TO PREVENT DAMAGE TO TELEPHONE, GAS OR ELECTRIC UNDERGROUND FACILITIES OF MEMBER UTILITIES. CALL TOLL FREE, 1-888-344-7233. MASSACHUSETTS STATE LAW REQUIRES NOTIFICATION AT LEAST THREE BUSINESS DAYS BEFORE YOU START DIGGING OPERATIONS. IN AN EMERGENCY, CALL IMMEDIATELY

0 10 20 30 40
SCALE: 1" = 10'

GENERAL NOTES:

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING AND DETERMINING THE LOCATION, SIZE AND ELEVATION OF ALL EXISTING UTILITIES, SHOWN OR NOT SHOWN ON THIS PLAN, PRIOR TO ANY CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY UTILITIES FOUND DIFFERING FROM THE PROPOSED CONSTRUCTION AND APPROPRIATE REMEDIAL ACTION BEFORE PROCEEDING WITH THE WORK.
2. THE LOCATION OF ALL UTILITIES SHOWN HEREON ARE APPROXIMATE AND ARE BASED ON THE FIELD LOCATION OF ALL VISIBLE STRUCTURES SUCH AS CATCH BASINS, MANHOLES, WATER GATES, ETC. AND GOVERNMENT AGENCIES.
3. ALL THE PROPOSED DOWNSPOUTS TO CONNECT INTO ONSITE INFILTRATION SYSTEMS.

UTILITY NOTE:
ALL UTILITY INFORMATION SHOWN IS FROM AVAILABLE RECORDS. TO BE VERIFIED IN FIELD PRIOR TO ANY CONSTRUCTION

TOWN OF NEEDHAM, MASSACHUSETTS

ENG

Building Inspection Department

Assessor's Map & Parcel No. MAP 142 PARCEL 26

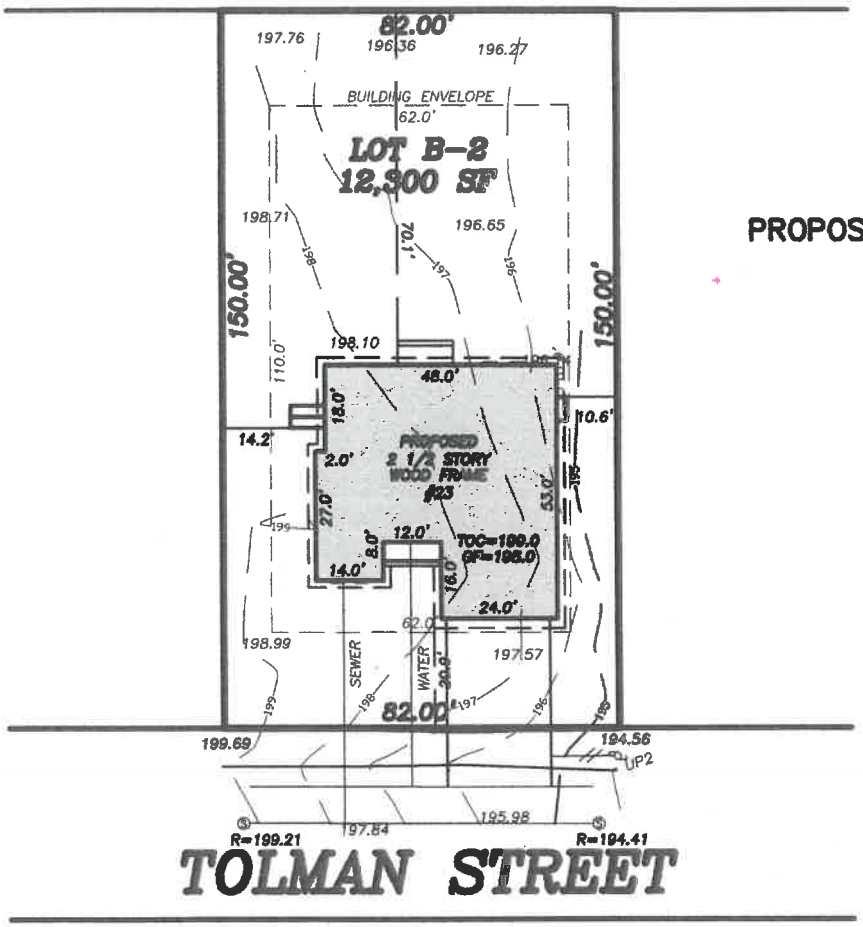
Building Permit No. B12014 1050 At No. 23 TOLMAN STREET

Lot Area 12,300 SF Zoning District SRB

Owner _____ Builder _____

PLOT PLAN
40 Scale

Field Resources, Inc.
LAND SURVEYORS
P.O .Box 324 Auburn, MA 01501 508 832 4332
281 Chestnut Street Needham, MA 02492 781 444 5936
fieldresources@hotmail.com



PROPOSED LOT COVERAGE = 19%

COMMONWEALTH OF MASSACHUSETTS
BRADLEY J. SIMONELLI
47581
PROFESSIONAL LAND SURVEYOR

088-14

Note: Plot plans shall be drawn in accordance with Sections 7.2.1 and 7.2.2 of the Zoning By-Laws for the Town of Needham. All plot plans shall show existing structures and public utilities, including water mains, sewers, drains, gaslines, etc.; driveways, Flood Plain and Wetland Areas, lot dimensions, dimensions of proposed structures, sideline offsets and setback distances, (allowing for overhangs) and elevation of top of foundations and garage floor. For new construction, elevation of lot corners at street line and existing and approved street grades shall be shown for grading along lot line bordering streetline. For pool permits, plot plans shall also show fence surrounding pool with a gate, proposed pool and any accessory structures*, offsets from all structures and property lines, existing elevations at nearest house corners and pool corners, nearest storm drain catch basin (if any) and, sewage disposal system location in unsewered area.
(*Accessory structures may require a separate building permit - See Building Code)

I hereby certify that the information provided on this plan is accurately shown and correct as indicated.
The above is subscribed to and executed by me this 19TH day of AUGUST 2014
Name Bradley J. Simonelli , PLS Registered Land Surveyor No 47581
Address 281 CHESTNUT ST City NEEDHAM State MA Zip 02492 Tel No 781-444-5936
Approved R. P. Merson Director of Public Works Date 9/5/14
Approved _____ Building Inspector

JEH

N
1" = 40'
POLE #2
PROPOSED POLE #3 LOCATION
#1210 CENTRAL AVE.
#23
#29
#62
#35
#40
#6
#5
#15
#21
#59
#14
#12
BRACKETT ST.
TOLMAN ST.
HIGH ROCK ST.
W
S
D

OMFICE
COMMERCIAL - RESIDENTIAL
NEW STYLE

Karen Levesque
Right of Way Manager

verizon

85 High Street, 3rd Floor
Pawtucket, RI 02860

Mobile 774-504-1279
Karen.levesque@one.verizon.com

November 5, 2024

Needham Select Board
Needham Town Hall
1471 Highland Avenue
Needham, MA 02492

RE: Petition for Verizon job # 1A7M0VK
Tolman Street, Needham, MA

Dear Honorable Select Board:

Enclosed find the following items in support of the above-referenced project:

1. Petition;
2. Petition Plan;
3. Order;
4. Abutters.

A Public Hearing and notice to abutters is required. A Verizon representative will attend the Public Hearing. Should any questions or comments arise concerning this matter prior to the hearing, please contact me at 774-504-1279. Your assistance is greatly appreciated.

Sincerely,

Karen Levesque

Karen Levesque
Right of Way Manager

Enc

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

November 4, 2024

To the Select Board

In **NEEDHAM**, Massachusetts

VERIZON NEW ENGLAND, INC. and **NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY** request permission to locate poles, wires, cables and fixtures including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by your petitioners, along and across the following public way or ways:

Tolman Street:

Install one (1) JO Pole, P.3 on the westerly side of Tolman Street ±75' southwesterly from existing JO pole, P.2.

This petition is necessary to accommodate new construction.

Wherefore they pray that after due notice and hearing as provided by law, they be granted joint or identical locations for and permission to erect and maintain poles, wires and cables, together with anchors, guys and other such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked-VZ N.E. Inc. Plan No. **1A7M0VK** Dated **November 8, 2024.**

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioners agree that space shall be reserved and maintained for the limited purpose of attaching one-way low voltage fire and police signaling wires owned by the municipality or governmental entity for public safety purposes only.

VERIZON NEW ENGLAND INC.

By Karen Levesque

Karen Levesque - Manager - Rights of Way

Dated this 4th day of November, 2024

NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY

By

Right of Way Representative

Dated this 5th day of November, 2024

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

By the Select Board of **NEEDHAM**, Massachusetts.

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED:
that VERIZON NEW ENGLAND INC. and NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY be, and they are hereby granted joint or identical locations for and permission to erect and maintain poles and their respective wires and cables to be placed thereon, together with anchors, guys and other such sustaining and protecting fixtures as said Companies may deem necessary, in public way or ways hereinafter referred to, as requested in petition of said Companies dated the 4th day of November, 2024.

Tolman Street:

Install one (1) JO Pole, P.3 on the westerly side of Tolman Street ±75' southwesterly from existing JO pole, P.2.

This petition is necessary to accommodate new construction.

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

Poles shall be of sound timber, and reasonably straight and shall be set substantially at the points indicated upon the plan marked-VZ N. E. Inc. No. **1A7M0VK** in a package Dated **November 8, 2024** - filed with said petition.

The following are the public ways or parts of ways along which the poles above referred to may be erected, and the number of poles, which may be erected thereon under this order:

Tolman Street
1 JO pole to be installed

Also that permission be and hereby is granted to each of said Companies to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the Town of NEEDHAM, Massachusetts held on the _____ day of _____ 2024.

_____
Town Clerk

We hereby certify that on _____ 2024, at _____ o'clock _____m., at the _____ a public hearing was held on the petition of the VERIZON NEW ENGLAND INC. and NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY for permission to erect the poles, wires, cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Companies are permitted to erect poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

_____ _____

_____ _____

Select Board of the Town of NEEDHAM, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of location order, and certificate of hearing with notice adopted by the Select Board of the Town of NEEDHAM, Massachusetts, on the _____ day of _____ 2024, and recorded with the records of location orders of said Town, Book _____ Page _____. This certified copy is made under the provisions of Chapter 166 General Laws and any additions thereto or amendments thereof.

Attest:

_____

Town Clerk

verizon

PETITION PLAN

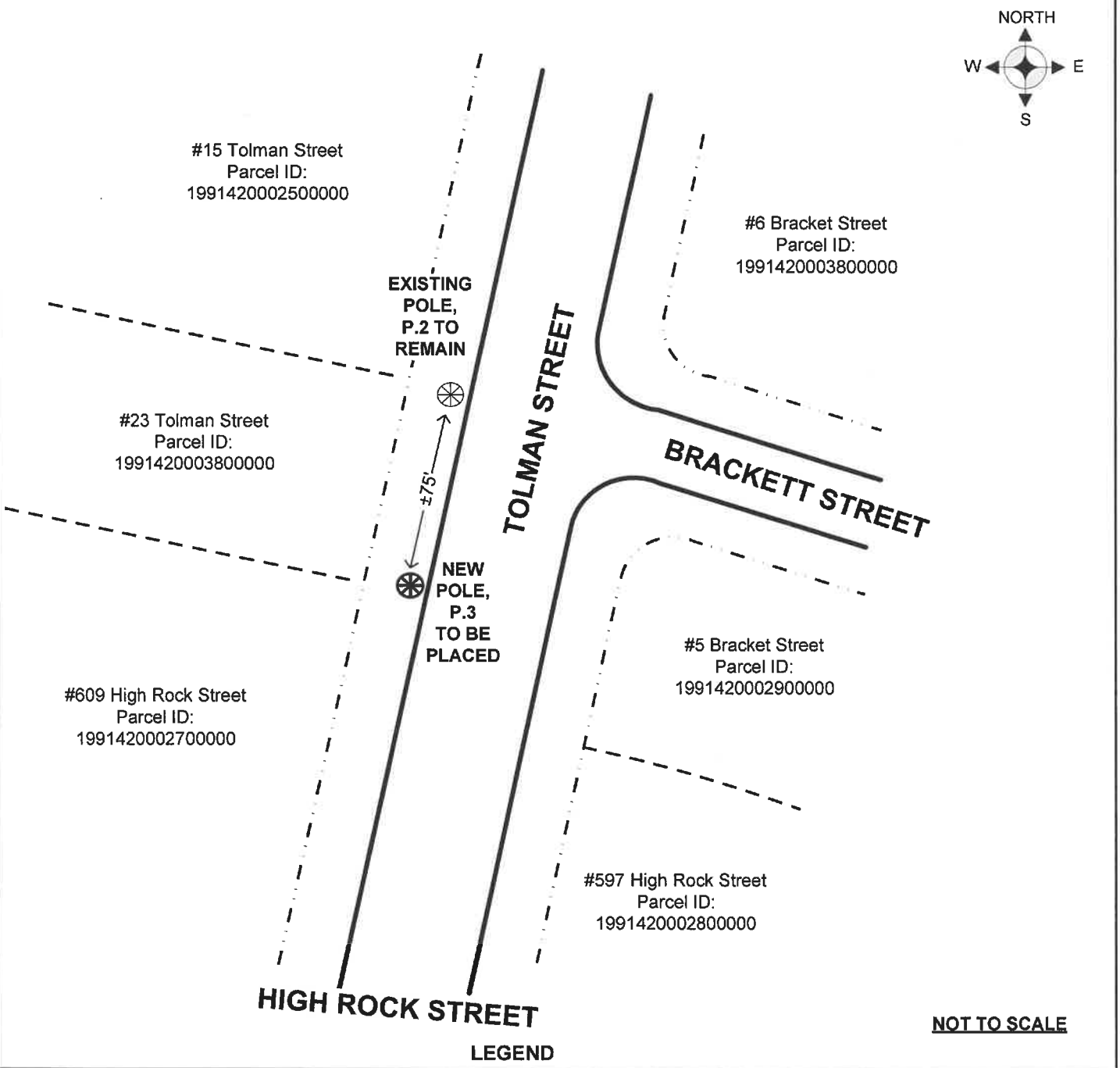
MUNICIPALITY NEEDHAM

VZ. N.E. INC. NO. 1A7M0VK

VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY

DATE : November 4, 2024

SHOWING PROPOSED INSTALLATION OF ONE POLE ON TOLMAN STREET



NOT TO SCALE

LEGEND

PROPERTY LINE

EDGE OF PAVEMENT

EDGE OF ROADWAY

EXISTING JOINTLY OWNED POLE TO REMAIN

PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED

NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:00 p.m. on Tuesday, November 26, 2024 in person at Town Hall, 1471 Highland Avenue, Needham, MA 02492 and via Zoom** upon petition of Verizon dated November 4, 2024 to install one (1) JO Pole P.3 on the Westerly side of Tolman Street ± 75' southwesterly from existing JO pole, P.2. The reason for this work is to provide service to accommodate new construction.

A public hearing is required and abutters are hereby notified.

If you have any questions regarding this petition, please contact Karen Levesque, Verizon representative at (774) 504-1279.

Kevin Keane
Heidi Frail
Catherine Dowd
Marianne Cooley
Joshua Levy

SELECT BOARD

You are invited to a Zoom webinar:
https://us02web.zoom.us/j/82601013229?pwd=OE82V1MxQnJUZHVXZjFNbWJXRFJoQT09
Passcode: 652800
Webinar ID: 826 0101 3229

Dated: November 18, 2024

23 TOLMAN STREET GOL

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/142.0-0025-0000.0	GREENSTEIN, GARY L &	GREENSTEIN, SHARYN A	15 TOLMAN ST	NEEDHAM	MA	02492-
199/142.0-0003-0000.0	BOWE, ALAN J. & BETTY S. TRS	BOWE REALTY TRUST	1200 CENTRAL AVE	NEEDHAM	MA	02492-
199/142.0-0001-0000.0	GONECONTO, GEORGE W. &	NYUNT, NINI	621 HIGH ROCK ST	NEEDHAM	MA	02492-
199/142.0-0028-0000.0	HOLLY, MARK H. &	HOLLY, NANCY L	597 HIGH ROCK ST	NEEDHAM	MA	02492-
199/142.0-0004-0000.0	SHAMESH LLC		55 SOUTH BRADFORD ST	NORTH ANDC	MA	01845-
199/142.0-0029-0000.0	CUNOOSAMY, MOOTOOSAMY PO	KURIAN, NISHA	5 BRACKETT ST	NEEDHAM	MA	02492-
199/142.0-0026-0000.0	SHAFF, ERIC D. &	SHAFF, SHARON L	23 TOLMAN ST	NEEDHAM	MA	02492-
199/142.0-0027-0000.0	SUTCLIFFE, DAVID G. &	SUTCLIFFE, ELIZABETH A	58 FAY LN	NEEDHAM	MA	02494-
199/142.0-0038-0000.0	MACDUFF, IAN D. TR. &	MACDUFF, TERI M. TR	6 BRACKETT ST	NEEDHAM	MA	02492-
199/142.0-0002-0000.0	HRYNYK, LUBA &	HRYNYK, WALTER	1210 CENTRAL AVE	NEEDHAM	MA	02492-

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

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	WestMetro HOME Consortium Update
Presenter(s)	Alison Steinfeld, Community Housing Specialist

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
The Community Housing Specialist will provide an overview of the WestMetro HOME Consortium, which administers federal funds to create affordable housing for low-income households. The City of Newton administers the consortium on behalf of 13 member communities including Needham. This update is part of the process to update the HOME Consortium's Consolidated Plan for FY26-30.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Discussion only.	
3.	**BACK UP INFORMATION ATTACHED**
a. WestMetro HOME Consortium Slides	

HOME INVESTMENT PARTNERSHIP PROGRAM

WEST METRO HOME CONSORTIUM

Preparation of
CONSOLIDATED PLAN FY26-30

Update to SELECT BOARD

November 26, 2024

PARTICIPATION IN HOME PROGRAM

Consortium consists of 13 member communities, with City of Newton serving as administrative lead.

Funding allocated by formula to Consortium which distributes to members:

<u>HOME Administrative Costs</u>: approximately $3,000 per fiscal year. Reimburses Town a significant portion of the salary of the Community Housing Specialist for HOME-related work.

<u>Project/Program Costs</u>: approximately $30,000 per fiscal year. Typically, members—including Needham– relinquish these funds to the Competitive Pool.

<u>Competitive Pool:</u> awards funds for selected major projects that fall within the HOME guidelines. The Consortium just released an RFP for $303,383, which was forwarded to NHA. Although NHA received a $500,000 HOME grant under the American Rescue Plan, neither NHA nor the Town has received any regular HOME funds since 2013 when HOME awarded 1285 South Street/CRC a $280,000 grant.

MEMBER RESPONSIBILITIES

In exchange for access to HOME funding, Needham has certain responsibilities, notably:

- **Execute a sub-recipient grant agreement with the City of Newton**
- **Ensure that all HOME-funded projects comply with HUD regulations. Responsible for monitoring the tenancy of Charles River Center on an annual basis and for periodically conducting inspections of the property. NHA arranged and paid for an inspection on behalf of the Town in accordance with federally mandated Housing Quality Standards (HQS).**
- **Participate in periodic monitoring of programs and activities**
- **Attend quarterly HOME consortium meetings**
- **Provide input into the Consortium's five-year Consolidated Plan**

CONSOLIDATED PLAN FY26-30

Components:

The Process
Needs Assessment and Market Analysis
Strategic Plan
Action Plan

I am responding to the questions provided by the Consortium by relying on The Needham Housing Plan, which represents several years of work and a robust public participation process. As part of the preparation of the Consolidated Plan, I am required to appear before you.

A persistent theme throughout The Needham Housing Plan and, by extension, the Town's contribution to the Consortium's Consolidated Plan is that the lack of affordable housing continues to be a major issue.

Based on a 2020 federal census estimates, 21% of all homeowners in Needham are spending more than 30% of their income on housing and thus experience what are referred to as cost burdens. The disparities are more pronounced amongst renters. Specifically, approximately 47% of all renters were spending more than 30% of their income on housing.

Despite these glaring statistics, census numbers do not capture the depth of the problem.

As evidenced by recent zoning amendments, Needham is committed to addressing the lack of affordable housing. Even though we must compete against twelve other municipalities for limited funding to meet a growing need, HOME provides a source of funding that can leverage other investments.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Mobility Planning & Coordination Committee Update
Presenter(s)	Tim Bulger, MPCC Chair Carys Lustig, DPW Director Tyler Gabrielski, Director of Streets & Transportation

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

The Mobility Planning & Coordination Committee (MPCC), established in 2023, will provide an update on the committee's ongoing work and priorities. These include developing a Street Design Guide, updating the Town's bicycle network plan, and continuing to collaborate with the Department of Public Works during their roadway design and construction processes.

2.	**VOTE REQUIRED BY SELECT BOARD**

Discussion only.

3.	**BACK UP INFORMATION ATTACHED**

a. Draft - Street Design Guide Scope for RFP
b. Bicycle Network Plan (Map forthcoming)
c. Needham Street Design and Policy Guide Budget

DRAFT FOR INTERNAL REVIEW

Needham Street Design and Policy Guide Scope of Work

To be inserted in Request for Proposals/Request for Quotes by Town of Needham

Updated October 16, 2024

1. Background

The Town of Needham is seeking assistance to develop Street Design and Policy Guide that will form the basis for the Town's transportation policy and multimodal capital improvement planning.

Historically, Needham has not had a dedicated staff to develop these policies and guides, and previous studies have mostly focused on roadway and sidewalk conditions for the purpose of maintenance. The Town has engaged in pedestrian safety audits and parking studies, but these investigations have not been tied together or examined through a multimodal lens across the wider transportation network. This has made it difficult for the Town to establish formalized guidelines to match observed problems to prescribed interventions, instead settling on solutions on an ad hoc basis.

The proposed Guide will help to shift the Town's transportation policy away from a reactive strategy and towards a proactive one. In particular, the Guide will highlight areas underserved by the existing transportation network with populations that are not typically well-represented at public meetings. Overall, the Guide will be a fundamental first step toward effective transportation policy and planning that captures the needs of all users through careful coordination and informed decision making.

2. Project Summary

The project will create and help the Town adopt the Street Design and Policy Guide (Guide). The Guide will be a Policy Document to determine a street classification system and designs for potential treatments based upon street types. This Guide will then assist the Town in project prioritization and implementing various street and infrastructure treatments. Factors that might be considered in the classification system and design elements include existing conditions, crashes/safety, users and traffic data (drivers, walking, cycling, and rolling), land development/zoning, overall connectivity, and connections to destinations such as schools, employment, shopping, transit access, as well as street trees/streetscape, and climate resiliency.

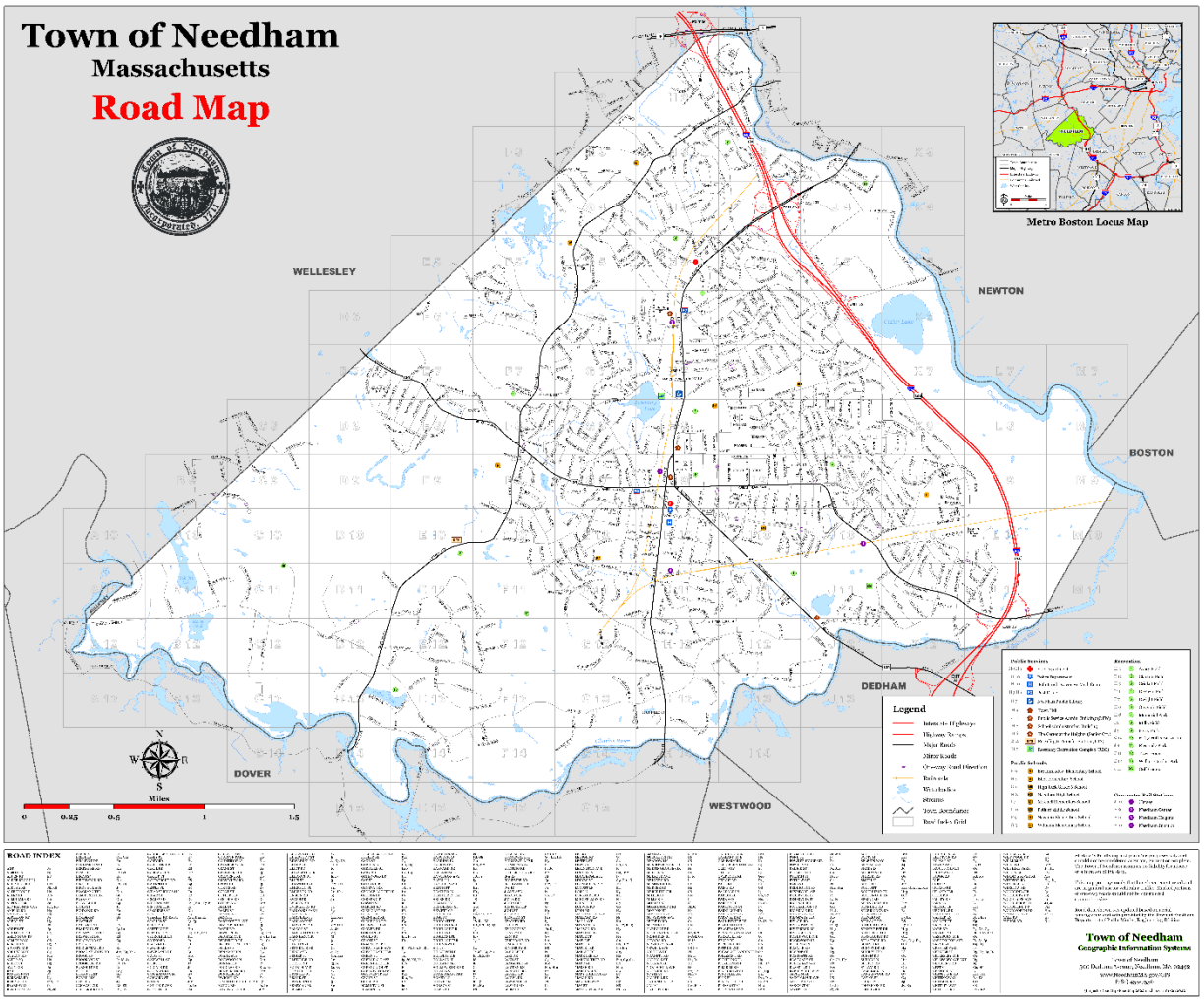
This Guide will be the foundational document from which its newly formed Mobility Planning & Coordination Committee (MPCC) can establish transportation goals, identify target areas for improvement, and cost out a variety of context-dependent improvement solutions. This Town-wide Guide will allow Needham to analyze its existing transportation infrastructure from a holistic perspective, not just in terms of infrastructure maintenance but also in terms of safety considerations, use patterns and traffic flows, connectivity, and how to best bridge gaps and improve options for all constituencies through public engagement. The Guide will also assist the Town with prioritizing transportation programs such as safe routes to schools.

The Guide must shape a more equitable transportation network, with an emphasis on safety and access for vulnerable roadway users (walking, cycling, rolling, older adults, persons with disabilities, children), and note areas of historical underinvestment in infrastructure. The Guide will also include the needs of historically marginalized populations, including people who do not drive or drive less (such as teenagers, older adults, persons with disabilities, non-White populations, households with zero or one vehicle), school-aged children travelling to and from school and to/from after-school activities, and transit riders. The Guide will include measures to eliminate deaths and serious injuries to support the Boston Region's Vision Zero Plan, and reduce the health impacts from vehicle noise and air pollution.

The Guide should include an online, interactive map showing Needham's streets by functional classification, prepared in an Esri ArcOnline Web App. (The Town of Needham uses Esri products.) The guide is intended to be a living document, to be updated by new innovations in street design, new safety technology, change in land use planning and or changing priorities of the town. The Guide also should include measurable goals for Town to check progress.

3. Project Area Description and Context

The Guide will cover the entire Town transportation network. An online version of the map below can be found here.



The Guide will be informed by Town data and documents including:

- Climate Action Plan (Sustainable Needham Climate Action Roadmap)
- Capital Improvement Plan
- Sidewalk Inventory Map
- Townwide Pedestrian Safety Audit (2019)
- Needham Center + Needham Heights Parking Studies and Presentation (2023)
- Sidewalk Inventory Management Program
- Complete Streets

The Guide will also be a key contributor to the Town's "N2025 Project," which seeks to "gain a better understanding of the impact of commercial and residential growth on the Town's infrastructure...and to identify options for managing that impact." N2025 currently consists of a collection of previous studies, including traffic impact studies, pedestrian safety audits, bicycle plans, and other data that has not been compiled and analyzed holistically. The Guide will seek to draw from these previous studies and tie them together, with an emphasis on how existing infrastructure could be improved to enhance community connectivity and facilitate walking and biking, particularly in areas that are underserved with vulnerable populations like seniors and those with disabilities. The Guide will also investigate how the Town's transportation network integrates with those of the surrounding communities to improve multimodal connectivity throughout the region.

4. Anticipated Outcomes

The goal is for the Town to have a written document, website, and online map that is a street policy and design guide, similar to Newton Street Design Guide, Boston Street Design Guide, Minneapolis 2021 Street Design Guide and online ArcGIS maps and the 2007 Charlotte Urban Street Design Guidelines. The Needham Document would be on a scale and scope suited for a Town of 32,000 residents and 140 miles of streets.

The Guide will be a foundational document that establishes a classification system of recommended street and trail types, and designs and treatments for each street types that will guide the Town staff, committees, elected officials, residents and businesses, and MassDOT/MBTA for future capital projects and plans. The Plan will create a shared vocabulary, vision, and guide for streets and transportation infrastructure for the Town. The Guide will establish classifications of streets based upon traffic, zoning, and other factors, and will set design elements for the classifications. The Guide will not set specific designs for each street in Town, but instead the classifications will establish the elements that will shape the design of a street, trail, or greenway when capital projects or redevelopment occurs in an area.

5. Project Work Plan and Major Milestones/Deliverables

The Town anticipates administering the project, overseeing the Consultant, organizing certain engagement activities, such as reserving space and public notifications, as well as documenting meetings (unless specified otherwise in this scope of work.). The Town will also assist in providing data, organizing field visits, and providing feedback on the Consultant deliverables.

In addition to the Tasks below, the Consultant will meet with the Town Project Manager and Town staff throughout the Project to review work to-date and establish next steps, anticipated to be approximately 12 one-hour meetings over a 6 to 9 month period.

For all deliverables, the Consultant will provide a draft for the Town to review and a final version incorporating feedback.

Task 1: Guide Purpose, Goals, Policies, Metrics
The Consultant will assist the Town in documenting the Purpose of Guide, including what the Guide will do, and what next steps will occur after the adoption of the Guide. This will help set the Vision for the Guide, and clarify its role in the Town's transportation planning, design, construction, and maintenance plans.

The Consultant will also help the Town determine the Transportation Goals for the Town, updated from previous plans.

After establishing Transportation Goals, the Consultant will assist in developing Policies that are most important in shaping the Guide. These may include roadway safety, development needs, equity, and Town funding for construction and maintenance. These Policies may be newly developed, and others may be from other adopted Town Plans and Policies.

Once Policies are established, The Consultant will assist in developing metrics to measure how well the Town's Policies are being implemented. Some examples include:

- Miles and condition of sidewalks, including determining where sidewalks are most needed from a safety, connectivity, and maintenance capability
- Miles and types of trails, bicycle facilities
- Miles and condition of streets that meet the designs recommended in the Guide
- Projects in neighborhoods with history of under-investment
- Crashes, specifically deaths and serious injuries, particularly for vulnerable roadway users
- Records of speeding and other unsafe behaviors
- Travel mode shift (more walking/cycling/transit/work-from-home, less single-occupancy traffic)
- Vehicular traffic volumes
- Walk/bike/roll volumes at schools

The draft purpose, goals, policies and metrics will be developed in tandem and shaped by the Existing Conditions and Policies in Task 2.

Task 1 Consultant deliverables:

- Documentation of Guide Purpose, Goals, Policies, and Metrics

Task 2: Existing Conditions and Policies
The Consultant will compile existing transportation data for the Town, such as vehicular traffic, transit, street, sidewalk, and roadway inventory, crashes (particularly fatalities, serious injuries, and crashes for vulnerable roadway users), 311 data, zoning and districts, key connections (such as schools, commercial areas, transit stations), and demographics (including areas with children, seniors, one/zero-vehicle households, low-income, non-White). The Consultant will use existing data sources. The Consultant will document the data collected, and note how the data provides information that can shape policies and design guidelines. The Consultant will also review existing Town plans and policies, documents listed in Section 3, and available MassDOT and Town traffic volumes and crash data.

Task 2 will be completed in tandem with and help shape the outcomes of Task 1.

Task 2 Consultant deliverable:

- Existing conditions and policies document

Task 3: Functional Classifications and Design Elements
The Consultant will develop functional classifications of streets in Needham, including trails and non-motorized transportation routes. The Consultant will map the classifications, and provide visual representations. The Consultant will then develop design elements for each street classification. The design elements will include non-motorized travel and intersections.

The functional classifications and design elements will consider traffic and other transportation elements, as well as zoning and land uses, connections in key areas such as schools and historic/commercial areas. Design elements should be in a simple language, with photo examples and graphic representations whenever possible, similar to the Newton Street Design Guide and the Boston Street Design Guide.

Examples of functional classifications can include local streets (primarily residential), collector streets (residential and commercial), arterials (commercial and residential), industrial/commercial area streets adjacent to I-95/Rt. 128, and non-motorized routes such as the rail-trail and key non-auto connections in downtown, to/from rail stations, and possibly to/from schools. The classification will include Town-maintained streets and MassDOT-controlled streets, but not interstate highways (I-95/Rt. 128).

The functional classification and design elements should support and be compatible with the latest Complete Streets guidelines from the Federal Highway Administration, as well as the Boston Region's Vision Zero plans; the design should support multimodal uses and safe streets for all.

Task 3 Consultant deliverable:

- Functional classifications (text, maps, graphics) and design elements document

Task 4: Community Engagement
The Consultant will assist the Town with community engagement. The engagement will include two public forums (hybrid format), no more than four meetings with the MPCC, and no more than two meetings/presentations with the Town Select Board. The first public forum will likely be held after Task 1, and the second public forum will likely be held after Task 3. The purpose of the forums will be to inform residents of the need for the Guide and progress to-date, and to solicit feedback.

The Consultant will develop a project webpage, to be hosted on the Town website. The Consultant will provide materials for the website. The purpose of the website is to inform residents and others of the Guide, the need and purpose of the Guide, and to provide updates. The website should also include a way for people to provide feedback on the Guide elements, either via email and/or online comment form.

The Consultant will also assist the Town staff with other outreach activities, such as meetings with neighborhood groups, community-based organizations, schools staff, youth, and business groups.

The Consultant will provide materials for forums and meetings, assist the Town staff, and document feedback from meetings when the Consultant participates. The Town will be responsible for reserving space for in-person meetings (if needed); the Consultant will be responsible for the technology for online or hybrid meetings.

The project website and materials for community engagement and feedback should be written in plain language, jargon-free, with graphics and photos to convey ideas, following the MAPC Language Access Guide or similar resources.

Task 4 Consultant deliverables:

- Project website

- Meeting materials and documentation of feedback provided at meetings

Task 5. Final Document and GIS mapping
The Consultant will take the materials developed in from the above Tasks and develop a final Street Design Guide and Policy Framework. The Guide should include information on how the Town and others can use the Guide. The Guide will be in file format that will allow the Town to edit and update.

The Guide will also include an online, interactive map accessible to the public.. The online, interactive map should be similar to the Minneapolis Street Type Online Map (see 2.2 Street Type Map), but at a detail more suitable to Needham's streets and GIS and web services. At a minimum, the map should include:

- The ability to search by road name and by address
- The ability to select a street segment and view the classifications and design elements
- The ability to click on a transportation feature (roadways, trails, sidewalks, public transit) and see identifying information (name, type, other relevant classifications)
- Roads by functional classification (with the ability to select by functional classification)
- Roadways, trails, and sidewalk data
- Public transit data

The GIS files and the online, interactive map must be compatible with the Town DPW GIS system (Esri ArcGIS and ArcOnline) and developed in conjunction with the Town GIS staff; upon completion of the project, the online, interactive map must be transferred to Town GIS staff so they can maintain it. The Guide should also be provided in a format that will allow the Town to edit and update it after final delivery.

Task 5 Consultant deliverables:

- Editable version of Guide
- Online/GIS version of Guide

The anticipated schedule for this project is 9 months.

6. Budget

The anticipated budget for this scope of work is $128,200.

NEEDHAM BIKE PLAN - PROPOSED STREETS FOR IMPROVEMENT

	Street	Context/Connectivity	Approximate Road Width	Infrastructure concept	Parking loss/Alternative locations	Approx. Length (miles)	Notes
1	Downtown/Great Plain Ave	Downtown Redesign	Varies between 50-60'	Highest level of comfort, raised/separated	See most recent parking study, oversupply of parking...	0.4	
2	Great Plain Ave (Downtown to Central Ave)	Connect downtown to existing facilities on Central Ave	36'	5.5' lanes w/ 2' buffer		0.7	
3	Great Plain Ave (Harris to Dedham line)	Per Bike Plan, per Complete Streets Prioritization Plan, per GPI Pedestrian Audit	40'	10-12' cycle track with 2ft buffer		1.3	
4	Highland Ave	TIP Project, main spine of network	Varies between 28-44'	Highest level of comfort, raised/separated	Potential loss of parking, Heights area included in parking study which indicated oversupply	1.3	Conflict with loss of trees, work with new tree committee?
5	Harris Ave	Per Bike Plan, per Complete Streets Prioritization Plan. See prior striping plan.	40' (20' each side)	Buffered + 6-8' lanes	2 sections conflict with Pollard School drop off. Many side streets with available parking.	0.8	No centerline stripe but has excessive width, 20' travel lanes
6	Chestnut St	TOD Planning, Rail Trail connection, Great Plain Ave and Highland Ave connections	39-40'	Bi directional cycle track on eastern side, highest level of comfort	May be able to add street parking/metered spaces that don't currently exist.	0.5	Make sure layout is compatible with MBTA bus
7	School St	Reverse direction of Dedham Ave	30'	5' each direction	Parking prohibitions already exist on majority of the street. There is adjacent access to Lincoln St. parking lot. Only one dwelling on the street without frontage on a side street.	0.3	
8	Garden St	2024 renovation wasn't completed but up for paving in 2026	32'	Bi directional cycle track on eastern side	Loss of 4 2-hour parking spaces and 5 yellow permit parking spots. Majority land use on this street is parking lots.	0.2	
9	Webster St (Highland Ave to Central Ave)	Per Complete Streets Prioritization Plan and GPI Pedestrian Audit. Bus stop access, Newton greenway connection	30'	5' each direction	Loss of street parking, but unlikely to see regular on street parking anyway as most residences are serviced by driveways.	0.6	
10	May St	Highland Ave connections, Garden st <> Great plain connection	28'	5' each direction w/ 9' vehicle lanes similar to Oak Street	Loss of some parking. Some sections already have parking prohibitions.	0.4	
11	Central Ave	Nehoiden St to GPA, continue bike lanes	36'		Similar to the remainder of Central Ave	0.3	
12	4th Ave/2nd Ave	Ask for input from CEA? Connectivity to Needham Street infastructure, Upper Falls Greenway, Blue Heron Trail	40'	Bi directional cycle track on eastern side, connects to Needham St directly	Loss of parking on one side of the streets but wide enough to maintain parking on the other	0.8	
13	3rd Ave/B St/1st Ave	Ask for input from CEA? Connectivity to Needham Street infastructure, Upper Falls Greenway, Blue Heron Trail	40'	Bi directional buffered cycle track	Loss of parking on one side of the streets but wide enough to maintain parking on the other	1	
14	West St	Continue existing and connect with Highland Ave	30'	5' each direction, similar to the rest of West St	Loss of on street parking @ Trader Joe's, oversupply of parking per parking study.	0.2	This will be a part of Highland Ave TIP as well.
15	Dedham Ave	From RR bridge down to South St	30'	One sided 5' w/ buffer	Shared use path on park side?	0.5	
16	High Rock St	Prior attempt at lane narrowing, Newman School connection	Varies between 22-36'			1.2	Needs more planning if attempts to implement are revisited
						10.1	

NEEDHAM BIKE PLAN - OFF STREET TRAILS

	Trail	Context/Connectivity	Notes
1	Bay Colony Rail Trail (Chestnut St connection)	Per feasibility.	
2	Needham/Newton Community Way	Per feasibility.	Shared use path under consideration
3	DeFazio Community Path	Hersey connection through the golf course/rail with Trail??	
4	Memorial Field Path	Opportunity to improve park path for through movements?	
5	Dedham Ave Path	Per MASSDOT Priority Trail tracker	
6	Hillside School Path	Improve, or maintain path for future land use	

NEEDHAM BIKE PLAN - PROPOSED STREETS FOR NEIGHBORWAYS

	Neighborways	Context/Connectivity	Parking Loss
1	Manning St/Bradford St	Select Board comments re: bike traffic on Webster St	No
2	Warren St	Junction Train Station and bus stop connectivity, Rail Trail connectivity	No
3	Linden St	NHA properties	No
4	Fair Oaks Park	NHS, Memorial Park, Library	No
5	Pickering St	Greene's Field	No
6	Chapel St	Slow streets infrastructure but maintain parking	No
7	Parish Rd		No
8	Hillside Ave		No
9	Pine Grove St	Already low volume, low speed, connects Highland Ave > Central Ave, Elliot School	No
	More Complex Planning Needed		
10	Marked Tree Rd		No
11	High St		No
12	Brookline St		No
13	Broad Meadow Rd		No
14	Nehoiden St		No

NEEDHAM BIKE PLAN - KEY INTERSECTIONS TO CONSIDER

	Important Intersections	Context	Bike infra included in design?
1	Greendale Ave @ GPA	Greendale Ave bike lanes stop	In predesign, roundabout considered
2	GPA @ Central Ave	Bike lane connections	Space restrictions
3	GPA @ Highland Ave @ Dedham Ave	Per Downtown Redesign	Yes

NEEDHAM BIKE PLAN - EXISTING INVENTORY

	Existing bike lanes/paths	Limits of bike lane/path	Direction(s)	Description of facilities	Buffer?	Continuous?	Approx. Length (miles)	Notes
1	Greendale Ave/Hunting Rd	Great Plain Ave to Highland Ave	NB/SB	On street, 5' lanes on each side	Both sides from #161-243 Hunting Rd and from Rosalie Rd down to GPA	Short section of sharrow on northern end NB + SB bike lane tapers in (around Sachem Rd)	2.5	Green paint planned for intersections. Buffer inconsistent. 40 mph too fast? Different configuration?
2	West St	Hillside Ave to Central Ave	EB/WB	On street, 5' lanes on each side, green paint for int	No	Yes	0.5	
3	Central Ave	Reservoir St to Forest St	NB/SB	On street, mostly 5' lanes on each side, but some sections are more shoulders than designated lanes/not 4' minimum width	No	Break at Cedar St SB/shoulder only between #314 and #288 Central NB, break at Hunnewell St, shoulder only between Hunnewell St and Taylor St/Booth St, break at Cynthia Rd NB, sharrows between #588 and #652 Central Ave, break at Glover Rd NB, break from #721 Central Ave to Parish Rd	1.9	Bike lanes do not carry through intersections
4	Highland Ave	Webster St to Newton town line	NEB/SWB	Mostly 5' raised and separated (on SW), green paint for intersections and crossings	Intermittent buffer NEB between Hunting Rd and #200 Highland Ave, no buffer SWB between #175 Highland Ave and interchange but has one over bridge. All other sections raised BL.	Yes	1	State-owned. Lots of exposure. Highway crossings need protection.
5	Chestnut St	#315 Chestnut St to Dover town line	NB/SB	On street, 5' lanes on each side	No	Yes, except for that the handicap parking in front of the YMCA is in the bike lane.	0.9	
6	Great Plain Ave	#1461 Great Plain Ave to Wellesley town line	NWB/SEB	On street, 5' lanes on both sides	No	Gap between Stockdale Rd and #1746 GPA where street widens (Olin College area). SEB ends just before Presbyterian Church.	0.9	
7	Kendrick St	Hunting Rd to #140 Kendrick St	EB/WB	On street, 5' lanes on both sides, green paint for intersections and crossings	No	Yes, although this is a short section just over the highway.	0.2	State-owned. Lots of exposure. Highway crossings need protection.
							7.9	
	Off Street Trails							
1	Bay Colony Rail Trail	Charles River Peninsula to High Rock St	NEB/SWB	Mixed use off street trail, stone dust	N/A	N/A	1.7	Still working on connection to Needham Junction.
2	Blue Heron Trail	Kendrick St to Highland Ave	NB/SB	Mixed use off street trail, paved	N/A	Section of larger trail loop (Cutler Park)	0.5	Christina St bridge connection in the works.
							2.2	

Needham Street Design and Policy Guide
Budget
16-Oct-24 Consultant Loaded Hourly Rate: $200

		Hours	Labor	Non-Labor Costs	TOTAL TASK COSTS	Notes	
Task 1	**Guide Purpose, Goals, Policies, Metrics**						
	1.1 Initial Meeting and Coordination	16.0	$3,200	$1,200	$4,400	Travel from out of town	
	1.2 Develop Guide Purpose and Goals	30.0	$6,000		$6,000		
	1.3 Develop metrics	30.0	$6,000		$6,000		
	1.4 Review task findings and draft deliverable with Town staff	10.0	$2,000	$100	$2,100	Local travel	
Deliverable	1.5 Documentation of Guide Purpose, Goals, Policies, Metrics	16.0	$3,200		$3,200		
		102.0	$20,400	$1,300	$21,700		
Task 2	**Existing Conditions and Policies**						
	2.1 Compile existing transportation data	14.0	$2,800		$2,800		
	2.2 Analyze data, feed into Task 1 for polices and goals	16.0	$3,200		$3,200		
	2.3 Review existing/previous Town plans and policies	12.0	$2,400	$600	$3,000	Travel from out of town	
	2.4 Review task findings and draft deliverable with Town staff	10.0	$2,000	$100	$2,100	Local travel	
Deliverable	2.5 Existing conditions and policies document	12.0	$2,400		$2,400		
		64.0	$12,800	$700	$13,500		
Task 3	**Functional Classifications and Design Elements**						
	3.1 Develop street functional classifications	58.0	$11,600		$11,600		
	3.2 Develop design elements for each classification	46.0	$9,200		$9,200		
	3.3 Review functional classifications and design elements with Town staff	10.0	$2,000	$100	$2,100	Local travel	
Deliverable	3.4 Functional classifications (text, maps, graphics) & design elements document	36.0	$7,200		$7,200		
		150.0	$30,000	$100	$30,100		
Task 4	**Community Engagement**						
	4.1 Two public forums (hybrid)	44.0	$8,800	$1,200	$10,000	Travel from out of town	
	4.2 Up to 4 meetings with MPCC (hybrid or in person)	22.0	$4,400	$100	$4,500	Local travel	
	4.3 Up to 2 presentations to Town Select Board	22.0	$4,400	$1,200	$5,600	Travel from out of town	
	4.4 Develop project webpage	24.0	$4,800		$4,800		
	4.5 Assist with other outreach activities	20.0	$4,000	$100	$4,100	Local travel	
Deliverable	4.6 - deliverables included in tasks above	0.0	$0		$0		
		132.0	$26,400	$2,600	$29,000		
Task 5	**Final Document and GIS mapping**						
Deliverable	5.1 Develop final Street Design Guide and Policy Framework document	34.0	$6,800		$6,800		
Deliverable	5.2 Online version of Guide	30.0	$6,000		$6,000		
Deliverable	5.3 GIS version of Guide	80.0	$16,000	$600	$16,600	Travel	12.9%
	5.4 Review draft/final deliverables with Town staff (2 meetings)	20.0	$4,000	$500	$4,500	Any other direct costs	
		164.0	$32,800	$1,100	$33,900		26.4%
TOTAL		HOURS	TOTAL			Non-labor:	
		612.0	$122,400	$5,800	$128,200	4.5%	

Hrs per month:	
Over 10 mo	61.2

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Eversource Gas Proposed Winter Work
Presenter(s)	Carys Lustig, Director of Public Works Dylan Murphy, Eversource Gas Kyle Gavoni, Eversource Gas James Burns, Eversource Gas

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

DPW Director, Carys Lustig, will provide a request on behalf of Eversource Gas to perform winter gas main upgrades within the Town in the upcoming winter season. This is outside of the Town's regular street opening process. These upgrades are part of the work Eversource is mandated to complete to upgrade older infrastructure and improve safety. The work being completed off-cycle will benefit the community by decompressing the busy summer construction season and expedite this gas main replacement work in Needham. Additional requirements will be placed on Eversource to ensure safe work conditions in anticipation of a snow season, and greater restoration requirements where Eversource will be responsible to restore the road with a full overlay. This work would again have two separate crews in Needham during this time.

2.	**VOTE REQUIRED BY SELECT BOARD**

This is for information and general feedback purposes.

3.	**BACK UP INFORMATION ATTACHED**

a. Great Plain Avenue Plan Drawings
b. Gould Street Plan Drawings
c. Prince Street Plan Drawings
d. Proposed Conditions for Winter Work

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08 OF 18	LOCATION PLAN E
09 OF 18	PREPARATORY AND FINAL DETAILS #1
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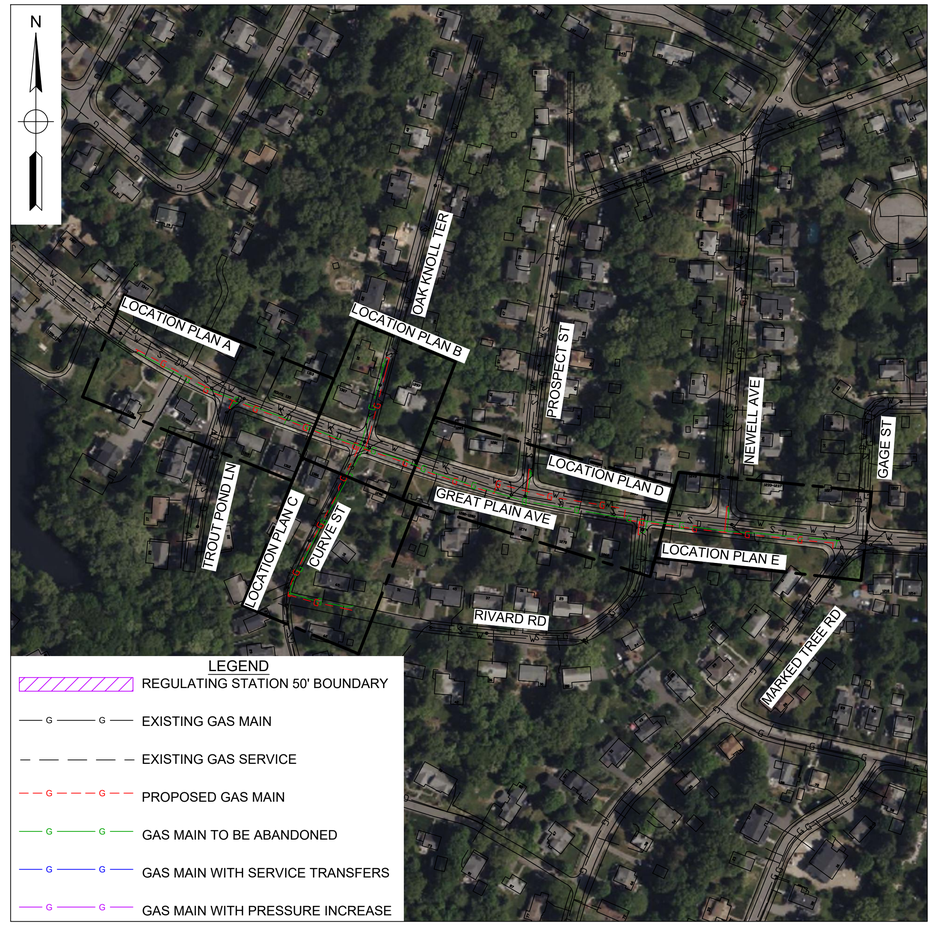
EVERSOURCE ENERGY



WORK SCOPE

TYPE OF WORK		NUMBER RANGE
GSEP	GAS SYSTEM ENHANCEMENT PLAN	0-299
GNM	GAS NEW MAIN (NEW BUSINESS)	300-399
REL	RELIABILITY	400-499
COMPLEX PROJECTS	REGULATORS, GATE STATIONS, ETC.	500-599
MAINTENANCE	REPAIRS, ETC.	600-

GREAT PLAIN AVE, NEEDHAM, MA
WORK ORDER #18344757

PROJECT SUMMARY TABLE
INSTALLATION INFORMATION

WORK TYPE	LENGTH (FT)	SIZE (IN)	PRESSURE	MATERIAL
INSTALL	1503	12	IP (60 PSIG)	PHD
INSTALL	622	2	IP (60 PSIG)	PHD
INSTALL	58	4	IP (60 PSIG)	PHD
			INSTALLATION TOTAL:	2183'
			UPRATE/RETEST TOTAL:	0'

PROJECT SUMMARY TABLE ABANDONMENT INFORMATION

LENGTH (FT)	SIZE (IN)	PRESSURE	MATERIAL	ABANDONMENT CLASS
1225	3	IP (60 PSIG)	BS	GSEP
358	2	IP (60 PSIG)	CS	GSEP
296	3	IP (60 PSIG)	CS	GSEP
263	2	IP (60 PSIG)	BS	GSEP
154	2	IP (60 PSIG)	PL	NON-GSEP
23	3	IP (60 PSIG)	PL	NON-GSEP
22	2	IP (60 PSIG)	CS (PROTECTED)	NON-GSEP
13	2	IP (60 PSIG)	PHD	NON-GSEP
12	4	IP (60 PSIG)	PL	NON-GSEP
12	2	IP (60 PSIG)	UNKNOWN	GSEP
11	4	IP (60 PSIG)	CS	GSEP
9	4	IP (60 PSIG)	CS (PROTECTED)	NON-GSEP
			GSEP ABANDONMENT SUBTOTAL:	2165'
			NON - GSEP ABANDONMENT SUBTOTAL:	233'
			ABANDONMENT TOTAL:	2398'

AFFECTED STREETS:
GREAT PLAIN AVE, TROUT POND LN, CURVE ST, OAK KNOLL TER, RIVARD RD, PROSPECT ST, NEWELL AVE, MARKED TREE LN

SERVICES

REPLACEMENT: 9
TIE OVER: 17
TOTAL SERVICES: 26
METER MOVE OUTS: 5

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/24/24
Andrew J. Cavallo

BL Companies
Architecture
Engineering
Environmental
Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY
GREAT PLAIN AVE, NEEDHAM, MA
WORK ORDER # 18344757
COVER SHEET

SCALE: 1" = 150' SHEET 01 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-01	0

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Oct 24, 2024 - 12:14pm

GENERAL NOTES:

1. IF ANY OF THE FOLLOWING OCCUR A DRAWING REVISION IS REQUIRED AND MUST BE APPROVED AND/OR STAMPED BY THE ENGINEER OF RECORD. CHANGES CAN BE APPROVED AND/OR STAMPED BY A PROJECT ENGINEER, BUT THE ENGINEER OF RECORD MUST BE INFORMED.

1.1. IF THE TIE IN POINT MOVES TO A DIFFERENT SEGMENT OF PIPE THAN SHOWN.

1.2. IF A CHANGE IN THE LOCATION OF VALVES IS REQUIRED.

1.3. IF THERE IS ANY CHANGE TO WHAT IS SHOWN ON THE DRAWING WITHIN 50 FT OF A PRESSURE REGULATING STATION, DISTRICT REGULATOR, OR GATE STATION.

1.4. IF A CHANGE IN PIPE SIZE, MATERIAL, OR WALL THICKNESS IS REQUIRED.

1.5. ALTERNATE FITTINGS THAT ARE ACCEPTABLE FOR ANY TIE-IN DETAIL WILL BE CALLED OUT IN THE DRAWING. FITTING CHANGES NOT SHOWN AS ALTERNATIVES ON THE DRAWING WILL NEED TO FOLLOW THE DRAWING CHANGE PROCESS CONTAINED IN SECTION V.D.

2. CONSTRUCTION DRAWINGS, LOCATIONS OF EXISTING UTILITIES, UNDERGROUND STRUCTURES AND WORK LOCATIONS ARE BASED ON BEST AVAILABLE INFORMATION BUT HAVE NOT BEEN FIELD VERIFIED.

3. ALL WORK, MATERIAL AND CONSTRUCTION SHALL BE PERFORMED AND COMPLETED IN COMPLIANCE WITH ALL PERMITS AND APPROVALS PER EVERSOURCE, LOCAL, STATE, OSHA AND FEDERAL REGULATIONS AND STANDARDS.

4. ALL LIVE GAS WORK EXCEPT SERVICE SIZE TAPS, INCLUDING BUT NOT LIMITED TO TAPPING OF FITTINGS ON LIVE MAINS, STOPPING, MANIPULATING VALVE, ABANDONMENT, SHALL BE PERFORMED BY, OR AT THE DIRECTION AND UNDER THE DIRECT SUPERVISION OF EVERSOURCE GAS PERSONNEL AND IN ACCORDANCE WITH THE WRITTEN PROCEDURE. DRAWING CHANGES MAY ALSO REQUIRE A CHANGE TO THE PROCEDURE.

5. EXCAVATOR IS REQUIRED TO PROTECT EXISTING UTILITIES, STRUCTURES, LANDSCAPES FEATURES, SIGNAGE, CURBS, ETC. CARE SHOULD BE TAKEN NOT TO DISTURB OR DAMAGE SUCH ITEMS. ROADWAY, SIDEWALKS, AND GRASS DISTURBED SHALL BE RESTORED TO THE SATISFACTION OF THE CITY OR TOWN. PLANT BEDS WILL BE RELOCATED TO THEIR EXISTING REGULAR LOCATION.

6. ALL TRAFFIC CONTROL SHALL CONFORM TO THE LATEST EDITION OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), INCLUDING ALL REVISIONS AND ADDENDA. ALL TRAFFIC CONTROL DEVICES WILL BE SUPPLIED BY EXCAVATOR.

CORROSION PROTECTION NOTES:

1. ALL TEST STATION BOXES SHOULD BE INSTALLED IN A SAFE LOCATION WHERE ONE INDIVIDUAL CAN SAFELY OPEN AND ACCESS THE TEST WIRES. ALL TEST WIRES INSIDE THE BOX SHOULD HAVE ENOUGH SLACK ON THE WIRES SO THEY CAN EXTEND A MINIMUM OF 12" ABOVE GRADE.

2. FOR TYPE A TEST STATIONS, THE TWO WIRES SHOULD BE THERMITE WELDED TO THE COATED STEEL MAIN AND BE THE SAME COLOR. (COUPONS COULD BE ADDED TO THE TEST STATION TYPE).

3. FOR TYPE B TEST STATIONS, EACH OF THE FOUR WIRES SHOULD BE A DIFFERENT COLOR AND DOCUMENTED.

4. FOR TYPE C TEST STATIONS, THE WIRES SHOULD BE THE SAME COLOR ON EACH SIDE OF THE INSULATED COUPLING. (ANODES AND/OR COUPONS COULD BE ADDED TO THIS TEST STATION TYPE).

5. FOR TYPE D TEST STATIONS WHICH ARE AT A CASING, WHITE WIRES ARE NORMALLY INSTALLED ON THE STEEL CASING AND BLACK WIRES ARE INSTALLED ON THE CARRIER PIPE. (ANODES AND/OR COUPONS COULD BE ADDED TO THIS TEST STATION TYPE).

6. FOR TYPE M TEST STATIONS, THE TWO WIRES THERMITE WELDED TO THE CARRIER PIPE SHOULD BE THE SAME COLOR WIRE. THERE IS ALSO MAGNESIUM ANODE(S) WIRE(S) LOCATED INSIDE THE TEST STATION BOX.THE WIRE COLOR (TYPICALLY ORANGE) FOR THE ANODES. IF THE ANODE WIRES ARE SPLICED TO A COMMON ANODE HEADER CABLE, THE ANODE HEADER CABLE SHOULD BE A (WHITE OR RED) DIFFERENT COLOR WIRE THAN THE WIRE THAT WAS THERMITE WELDED TO THE CARRIER PIPE. AT A TYPE M TEST STATION, NO MAGNESIUM ANODES SHOULD BE DIRECTLY THERMITE WELDED TO THE CARRIER PIPE OR IN CONTACT WITH THE CARRIER PIPE. THE ANODE HEADER WIRE OR INDIVIDUAL ANODE WIRES SHOULD TERMINATE INSIDE THE TEST STATION BOX. ANODES SHOULD BE SPACED A MINIMUM OF 5' ON CENTER FROM EACH OTHER AND A MINIMUM OF 12" AWAY AND BELOW THE BOTTOM OF THE STEEL MAIN.

7. IF COUPONS ARE TO BE INSTALLED , FIRST REMOVE THE PROTECTIVE LABEL COVERING THE STEEL COUPON AND THE RED STICKERS COVERING EACH SENSING PORT. CLEAN THE ENTIRE STEEL COUPON SURFACE WITH ALCOHOL TO REMOVE THE CORROSION INHIBITOR .PLACE THE COUPON ASSEMBLY APPROXIMATELY 12" FROM THE GAS MAIN BEING MONITORED WITH THE SENSING PORTS FACING THE GAS MAIN. THE COUPON ASSEMBLY SHOULD BE LOCATED ADJACENT TO THE BOTTOM PORTION OF THE GAS MAIN, ANYWHERE BETWEEN 3 O'CLOCK AND 9 O'CLOCK. THE SOIL BETWEEN THE COUPON AND THE MAIN SHOULD BE WELL COMPACTED AND CONTAIN NO ROCKS LARGER THAN A CENTIMETER IN DIAMETER OR FOREIGN MATERIAL.

8. ONE (1) 3# ANODE (MINIMUM) SHALL BE INSTALLED TO PROTECT THE CLAMPS ON EACH 10-FOOT SPAN OF PIPE. EACH 10-FOOT SPAN OF PIPE MUST BE A CONTINUOUS SECTION OF STEEL. CLAMPS ON NON-CONTINUOUS SECTIONS OF STEEL EVEN IF THEY ARE WITHIN 10 FEET OF EACH CANNOT BE PROTECTED BY THE SAME ANODE.

9. REFER TO CONSTRUCTION STANDARD CS-500 SECTION IV.G WHICH PROVIDES GENERAL GUIDANCE REGARDING “WRAPPING” FOR CORROSION PROTECTION. CS-500 SECTION IV.G.5. DESCRIBES THE BASIC STEPS REQUIRED TO WRAP LEAK REPAIR CLAMPS.

10. CORROSION PROTECTION INFORMATION, AS INCLUDED WITHIN THIS DESIGN PACKAGE, HAS BEEN REVIEWED BY THE ENGINEER OF RECORD FOR CONFORMANCE WITH EVERSOURCE PROVIDED STANDARD CORROSION DETAILS; CORROSION PROTECTION DESIGN BY OTHERS.

VALVE AND MATERIAL LIST

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
31	4"	500855	COUPLING,PIPE, 4 IN IPS, ELECTROFUSION, PLASTIC, P100	2	EA
34	12"	500858	COUPLING,PIPE, 12 IN IPS, ELECTROFUSION, POLYETHYLENE, P100/PE4710, REPLACED ITEM 580800	2	EA
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	8	EA
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	6	EA
37	4" x 1/2"	500867	TEE,PIPE, NON-BLOWING, 4 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100, 1	1	EA
55	4"	501002	VALVE,BALL, 4 IN, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING, TO BE USED W/ BRAND SADDLE INST, P100	2	EA
213	4"	542538	CAP,PIPE, 4 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	3	EA
219	4"	542546	CAP,PIPE, 4 IN , COMPRESSION END, 150 LB, W/ 1 IN OFF-CENTER VENT, FOR 4.5 IN OD STEEL PIPE	3	EA
228	2"	542567	CAP,PIPE, 2 IN , COMPRESSION END, 150 LB, FOR 2.375 IN OD STEEL PIPE	4	EA
231	2"	542572	CAP,PIPE, 2 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
311	4"	545341	ELBOW,PIPE, 90 DEG, 4 IN SDR 11, BUTT WELD ENDS, PLASTIC, P100	2	EA
369	4"	546146	FITTING,TRANSITION, 4 IN IPS CS X 4 IN IPS PE4710, SDR 11, STEEL WELD X PLASTIC BUTT END	1	EA
382	2"	546256	FITTING, TRANSITION, 2 IN IPS CS X 2 IN IPS, PE4710, SDR 11, STEEL WELD X PLASTIC, BUTT WELD	3	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	58	FT
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	622	FT
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	1503	FT
596	6" x 4"	555594	REDUCER,PIPE, 6 X 4 IPS, BUTT ENDS, P100, POLYETYLENE, SDR 11	1	EA
597	8"x 6"	555596	REDUCER,PIPE, 8 IN X 6 IN IPS SDR 11, BUTT ENDS, POLYETHYLENE, P100	1	EA
692	3/4" x 1/2"	560709	TEE,PIPE, NON-BLOWING, 3/4 IN X 1/2 IN CTS PLASTIC X 3/8 IN PERF SDR 7, WELDED INLET X COMPRESSION OUTLET, LIGHT WALL, CS, 24/BOX	7	EA
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	9	EA
702	4" x 1"	560781	TEE,PIPE, NON-BLOWING, 4 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	3	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	9	EA
930	4"	578137	FITTING,TEE, SHORTSTOPP, 3-WAY, 4 IN	1	EA
961	2"	578396	FITTING,TEE, SHORTSTOPP, 2 IN, WELDED	2	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	19	EA
1013	2"	580024	FITTING,TEE, FLAT BOTTOM, 3-WAY, 2 IN, FOR USE WITH SHORTSTOPP 60, SHORTSTOP II & SHORTSTOPP 275 PLUGGING MACHINES	3	EA
1044	12"	580739	FITTING,ELBOW, 90 DEG, 12 IPS SDR 11, BUTT FUSION END, HDPE, BLACK, NSTAR M-145	2	EA
1070	12"	581041	FITTING,TEE, 12 IN IPS SDR 11, BUTT FUSION END, HDPE, PE3408, BLACK	1	EA
1071	12"	581044	FITTING,CAP, 12 IN IPS SDR 11, BUTT FUSION END, HDPE, BLACK	4	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	12	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	7	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	10	EA
1159	2"	583287	FITTING,TEE, METFIT, 3-WAY, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , NSTAR M-410	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	3	EA
1236	4" x 2"	584304	FITTING,TEE, 4 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577621	1	EA
1252	12" x 4"	584553	SADDLE,PIPE, TEE, BRANCH, 12 IN IPS X 4 IN IPS, ELECTROFUSION, HDPE, BLACK, ASTM F1055 , W/ BUTT FUSION OUTLET, MFR: CENTRAL PLASTIC, NSTAR	1	EA
1261	12" x 8"	584732	FITTING,REDUCER, 12 X 8 IN, BUTT FUSION END, HDPE, BLACK, NSTAR M-145	1	EA
1510	3/4" x 1"	602168	FITTING,TEE, STYLE 90 TAP-N-VALVE, 3/4" x 1" IPS SDR 11, 1/4" PUNCH, STEEL, 150 PSIG, WELDED INLET X UNIVERSAL STYLE 90 OUTLET	3	EA
1650	12"	620059	VALVE,BALL, 12 IN, POLYETHYLENE, SDR 11, P100/PE4710, BUTT WELD, W/ FULL PORT OPENING, BLACK FINISH, POLYVALVE, GEAR OPERATED	1	EA
X	12" X 1/2"	580970	FITTING,TEE, 12 IN IPS X 1/2 IN CTS, ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055 , NSTAR M-140	5	EA

* NOTE:
1. ADDITIONAL ELBOWS MAY BE REQUIRED FOR OFFSETS IN THE FIELD
2. ALL MATERIALS SHALL BE INSTALLED IN COMPLIANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.
3. ALL MECHANICAL FITTINGS SHOULD BE RESTRAINING IF LEFT ON A LIVE MAIN. CONFIRM PRODUCT DESCRIPTION FROM VENDOR; IF ONLY NON-RESTRAINING FITTINGS ARE AVAILABLE, CONTACT THE ENGINEER OF RECORD FOR ADDITIONAL REVIEW
4. EXISTING PLASTIC PIPE CHARACTERISTICS (SDR AND IPS/CTS) ARE UNKNOWN AND ASSUMED. PLASTIC FITTINGS MUST BE CHOSEN BASED ON THE CHARACTERISTICS OF THE PLASTIC PIPE WHEN PIPE IS EXPOSED DURING CONSTRUCTION.

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/24/24
Andrew J. Cavallo

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

NOTES

SCALE: NOT TO SCALE — SHEET 02 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-02	0

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Oct 24, 2024 - 12:14pm

DRAWING LEGEND

MANHOLE	
UTILITY POLE	UP# XX
CATCH BASIN	
HYDRANT	
INSIDE METER	
OUTSIDE METER	
LIGHT POLE	
ELECTRIC MANHOLE	
TELEPHONE MANHOLE	

REGULATING STATION 50' BOUNDARY	
EXISTING GAS MAIN	G G
EXISTING GAS SERVICE	
PROPOSED GAS MAIN	G G
GAS MAIN TO BE ABANDONED	G G
GAS MAIN WITH SERVICE TRANSFERS	G G
GAS MAIN WITH PRESSURE INCREASE	G G
RIGHT-OF-WAY	
ELECTRIC	E E
WATER LINE	W W
SEWER LINE	S S
TELEPHONE	T T
DRAIN LINE	D D
FENCE LINE	X X X X X X X X X X X X

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

LEGEND

SCALE: NOT TO SCALE

SHEET 03 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-03	0

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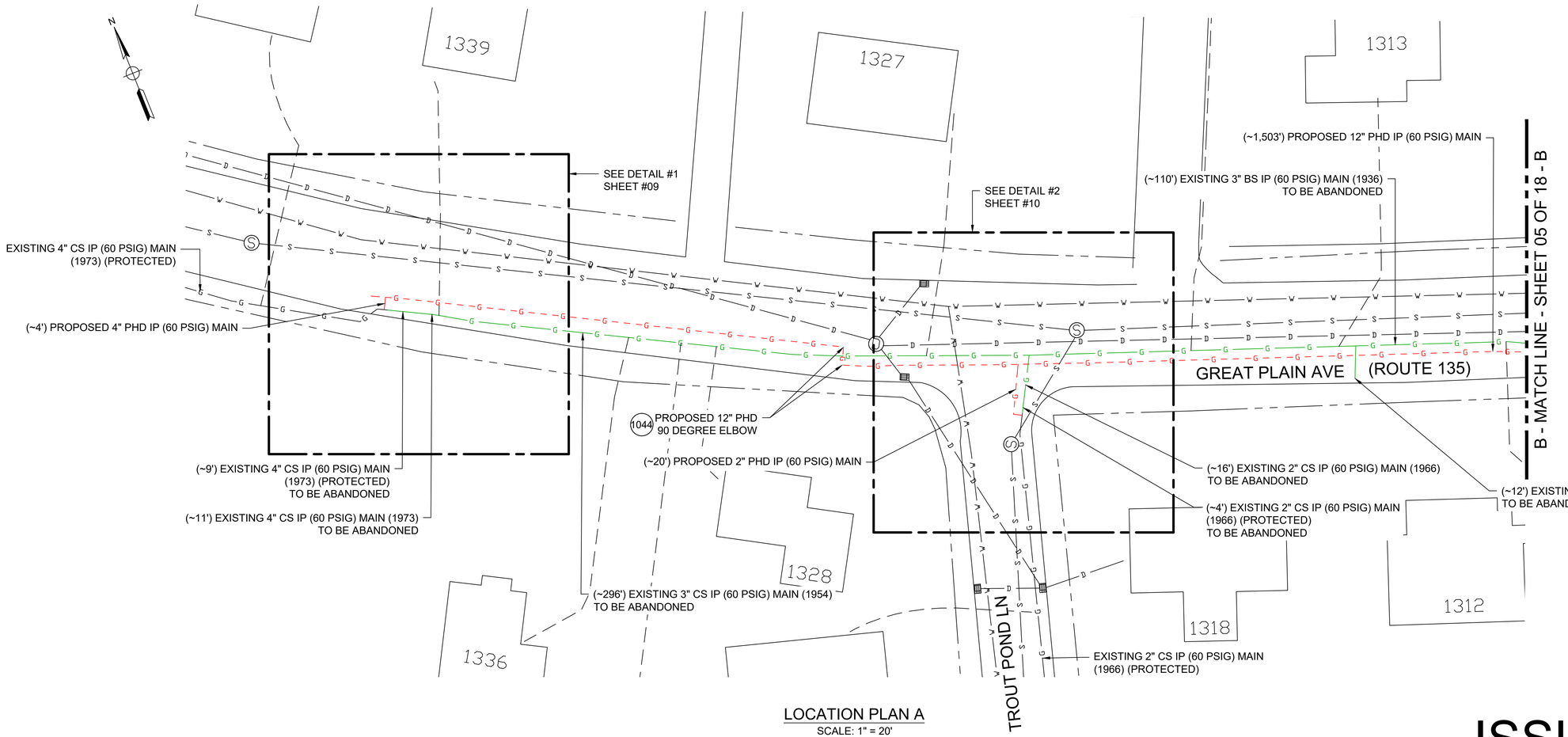
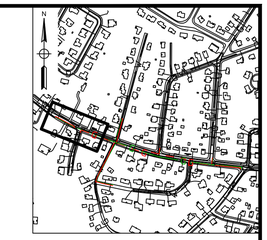
Oct 24, 2024 - 12:14pm



LOCATION PLAN A
SCALE: 1" = 20'



KEY MAP
SCALE: N.T.S.

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/24/24

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FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA
WORK ORDER # 18344757
LOCATION PLAN A

SCALE: AS NOTED — SHEET 04 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-04	0

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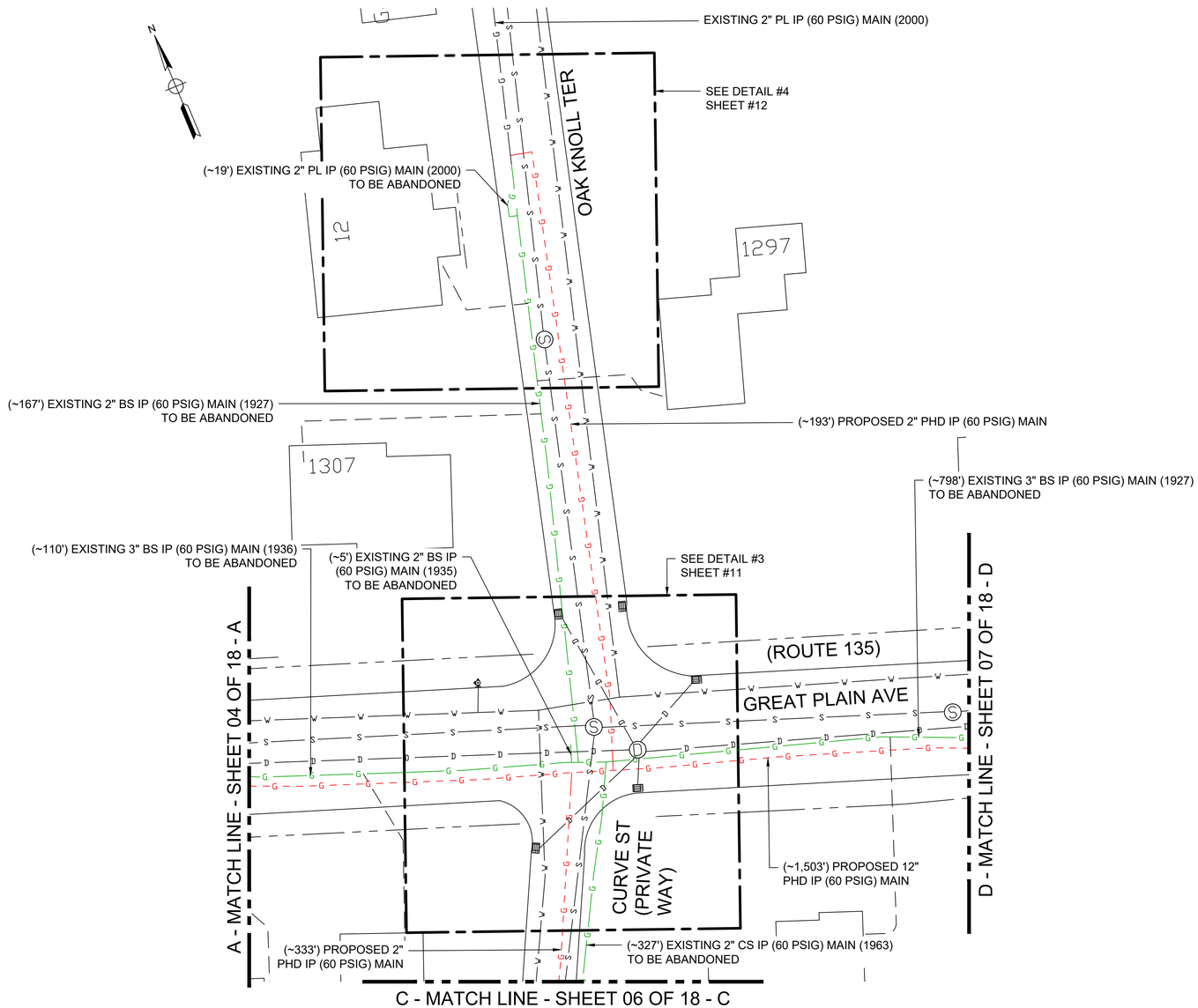
Oct 24, 2024 - 12:15pm



LOCATION PLAN B
SCALE: 1" = 20'

KEY MAP
SCALE: N.T.S.

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COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA
WORK ORDER # 18344757
LOCATION PLAN B

SCALE: AS NOTED — SHEET 05 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-05	0

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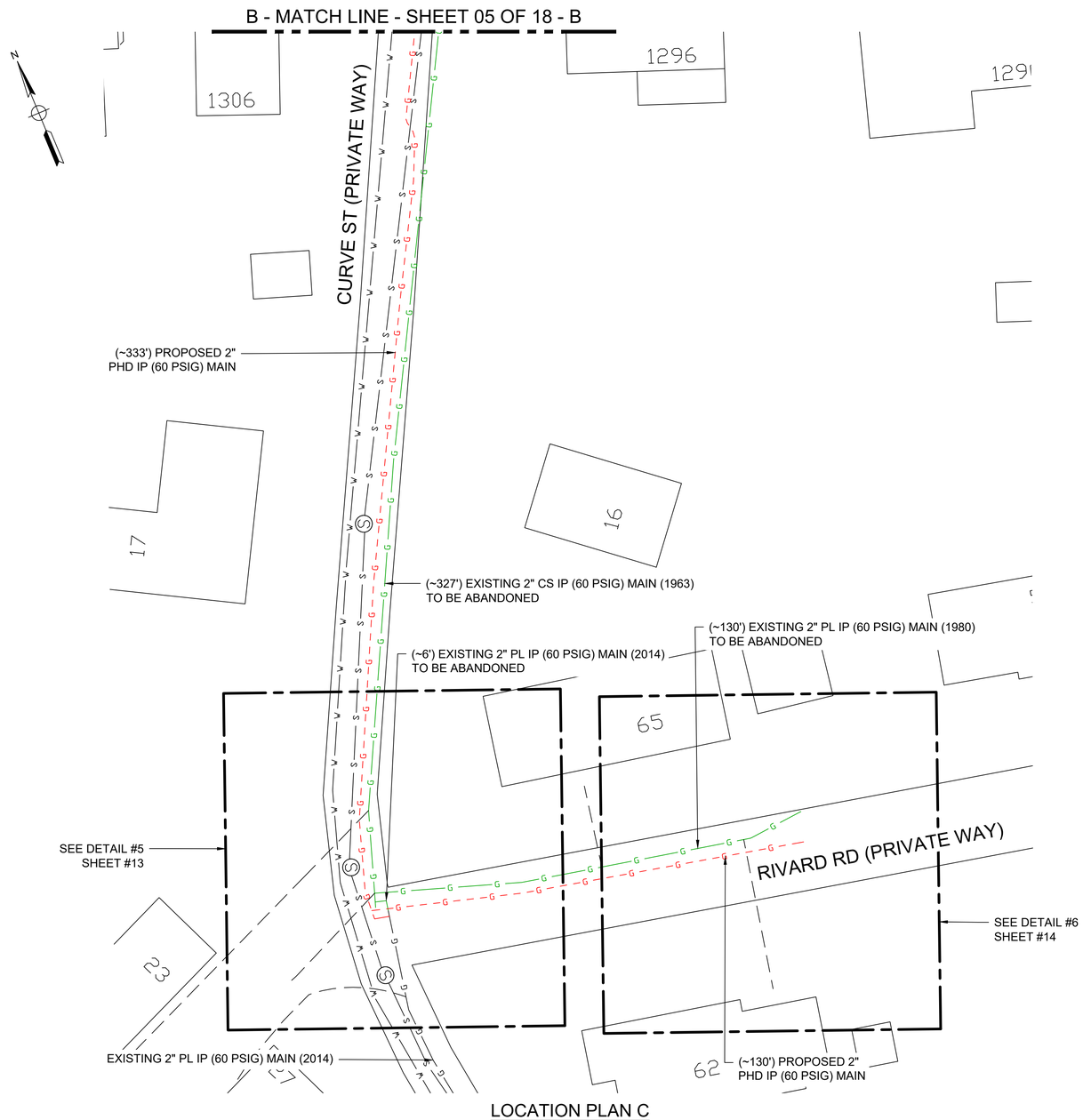
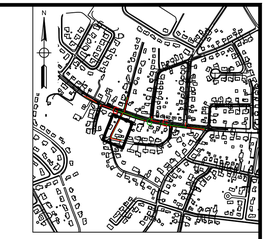


LOCATION PLAN C

SCALE: 1" = 20'



KEY MAP

SCALE: N.T.S.

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ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
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10/24/24
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

LOCATION PLAN C

SCALE: AS NOTED

SHEET 06 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-06	0

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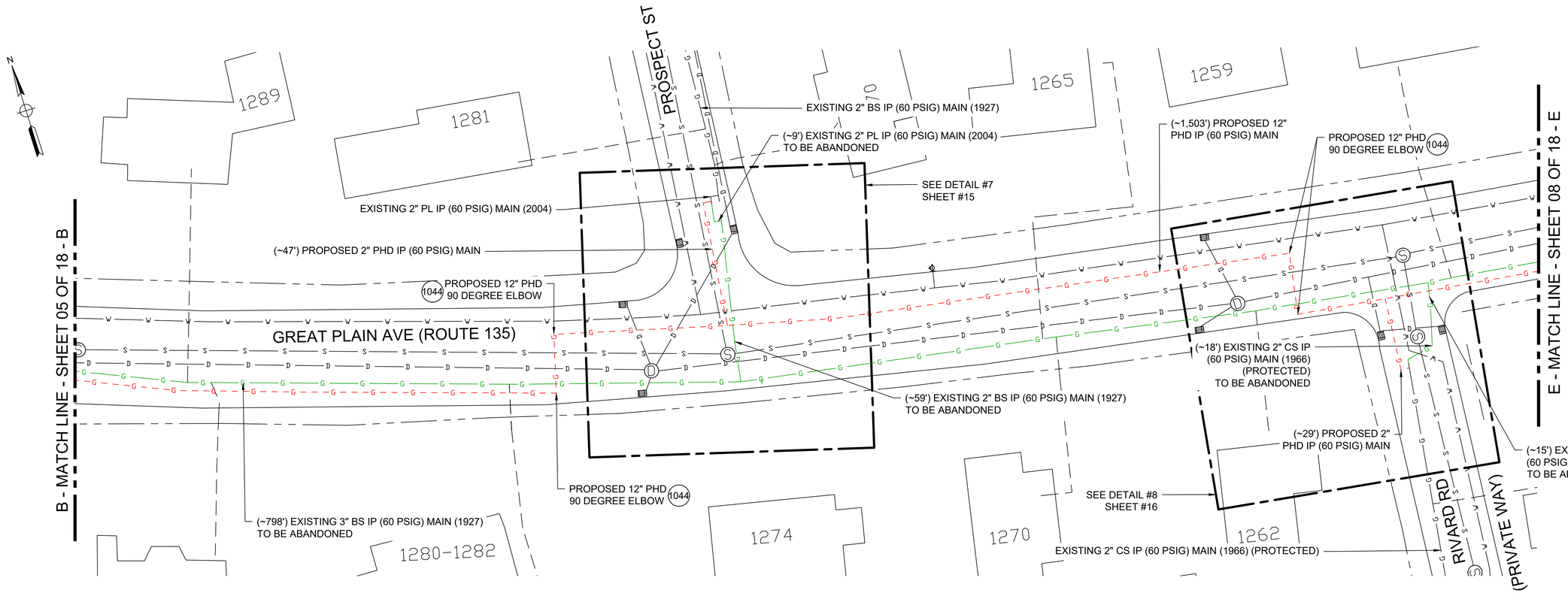
Oct 24, 2024 - 12:15pm



LOCATION PLAN D
SCALE: 1" = 20'

KEY MAP
SCALE: N.T.S.

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No. 54294
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No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA
WORK ORDER # 18344757
LOCATION PLAN D

SCALE: AS NOTED — SHEET 07 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-07	0

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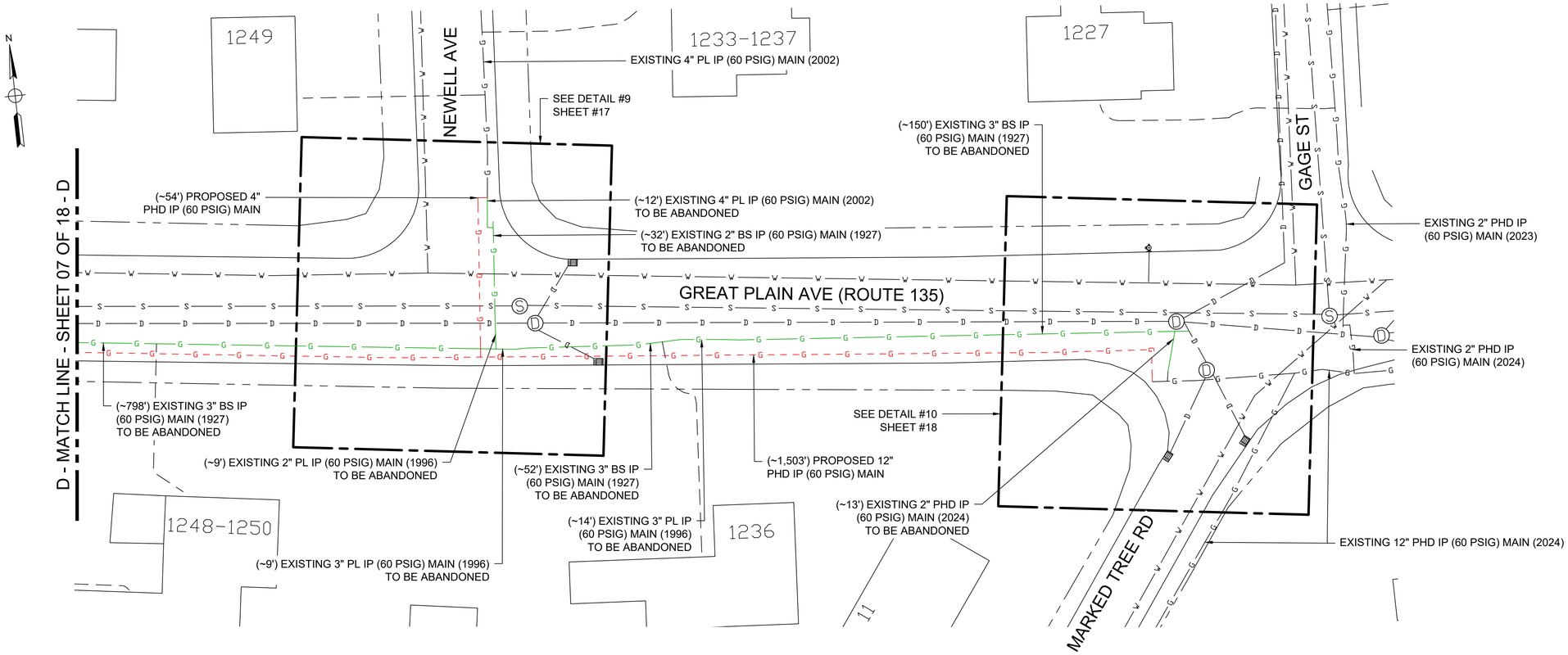
Oct 24, 2024 - 12:15pm

KEY MAP
SCALE: N.T.S.



LOCATION PLAN E
SCALE: 1" = 20'

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FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA
WORK ORDER # 18344757
LOCATION PLAN E

SCALE: AS NOTED — SHEET 08 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-08	0

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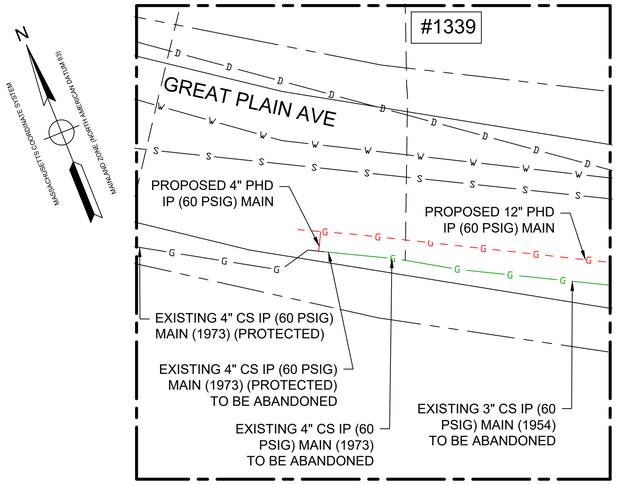
Oct 24, 2024 - 12:15pm



LOCATION #1 - PLAN VIEW

SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

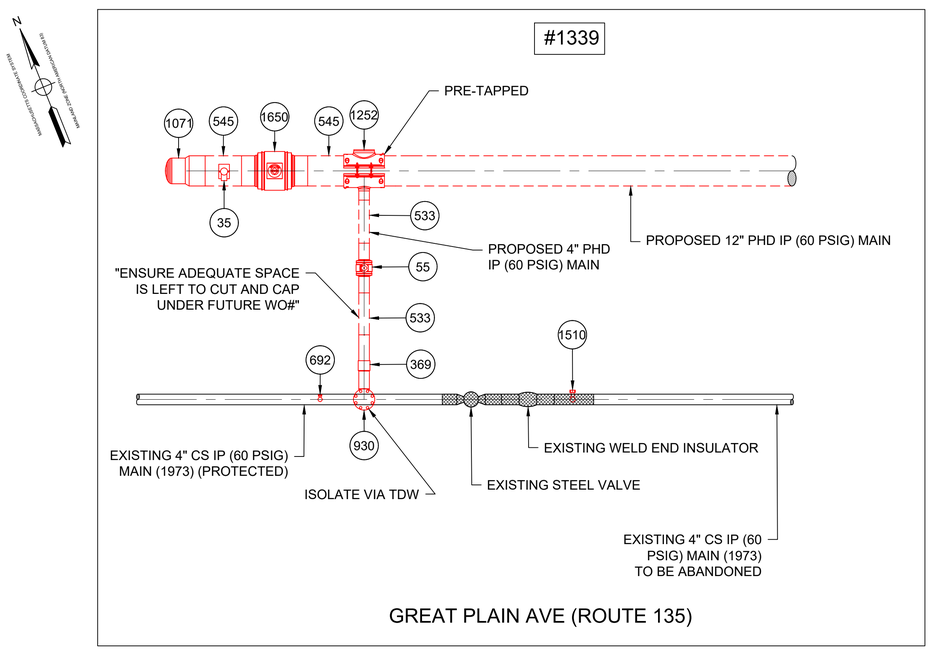
ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	1	EA
55	4"	501002	VALVE,BALL, 4 IN, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING, TO BE USED W/ BRAND SADDLE INST, P100	1	EA
369	4"	546146	FITTING,TRANSITION, 4 IN IPS CS X 4 IN IPS PE4710, SDR 11, STEEL WELD X PLASTIC BUTT END	1	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
692	3/4" x 1/2"	560709	TEE,PIPE, NON-BLOWING, 3/4 IN X 1/2 IN CTS PLASTIC X 3/8 IN PERF SDR 7, WELDED INLET X COMPRESSION OUTLET, LIGHT WALL, CS, 24/BOX	2	EA
930	4"	578137	FITTING,TEE, SHORTSTOPP, 3-WAY, 4 IN	1	EA
1071	12"	581044	FITTING,CAP, 12 IN IPS SDR 11, BUTT FUSION END, HDPE, BLACK	1	EA
1252	12" x 4"	584553	SADDLE,PIPE, TEE, BRANCH, 12 IN IPS X 4 IN IPS, ELECTROFUSION, HDPE, BLACK, ASTM F1055 , W/ BUTT FUSION OUTLET, MFR: CENTRAL PLASTIC, NSTAR	1	EA
1510	3/4" x 1"	602168	FITTING,TEE, STYLE 90 TAP-N-VALVE, 3/4" × 1" IPS SDR 11, 1/4" PUNCH, STEEL, 150 PSIG, WELDED INLET X UNIVERSAL STYLE 90 OUTLET	1	EA
1650	12"	620059	VALVE,BALL, 12 IN, POLYETHYLENE, SDR 11, P100/PE4710, BUTT WELD, W/ FULL PORT OPENING, BLACK FINISH, POLYVALVE, GEAR OPERATED	1	EA

VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
219	4"	542546	CAP,PIPE, 4 IN , COMPRESSION END, 150 LB, W/ 1 IN OFF-CENTER VENT, FOR 4.5 IN OD STEEL PIPE	2	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	1	EA

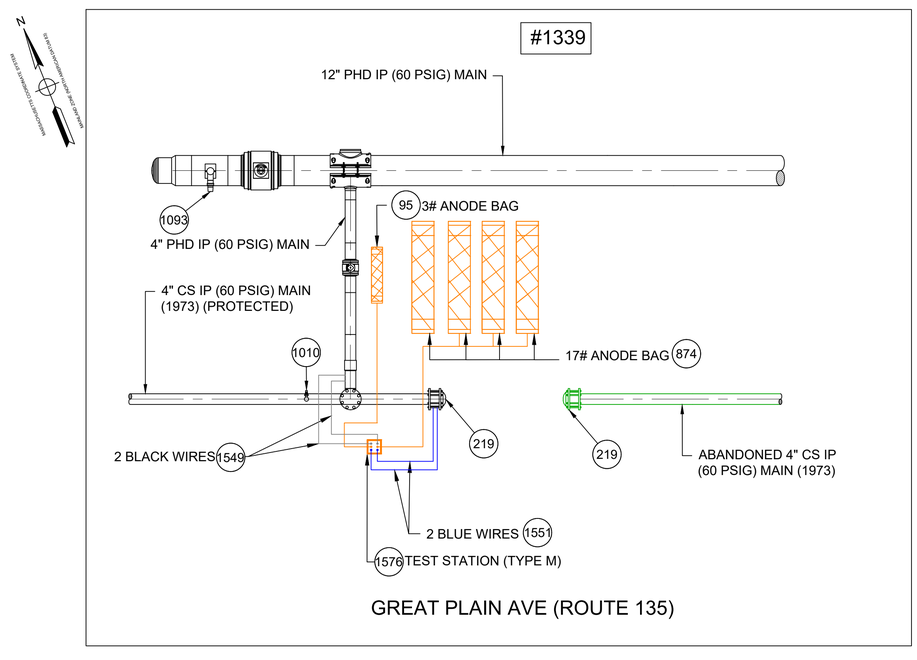
CORROSION MATERIAL LIST

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
95	3 lb.	505818	ANODE,BAG, 2.5 X 2.5 X 4.5 IN, W/ 10 FT SOLID #12 AWG TW ORANGE LEAD WIRE, 3 LB NET, HIGH POTENTIAL MAGNESIUM, PACKED IN COTTON BAGS	1	EA
874	17 lb.	577776	ANODE,BAG, 17 LB NET, HIGH POTENTIAL MAGNESIUM, W/ 10 FT #10 AWG TW ORANGE LEAD WIRE, PACKED IN CARDBOARD BOX 42 LB TOTAL WEIGHT	4	EA
1549	THNN Black	603139	WIRE,ELECTRICAL, THHN, 1/C, #10 AWG, STRANDED, BLACK, INSULATED, CU, 500 FT SPOOL,WIRE	A/R	EA
1551	THNN Blue	603141	WIRE,ELECTRICAL, THHN, 1/C, #10 AWG, STRANDED, BLUE INSULATED, CU, 500 FT SPOOL, WIRE	A/R	EA
1576	5"x 18" LG	603894	BOX,CORROSION, 18 IN LG, 5 IN DP, CI, W/ 5 TERMINAL, HOOKS, NON-LOCKING LID, YELLOW, LID MARKED 'CP TEST' - CATHODIC PROTECTION, CP TEST BOX	1	EA



PREPARATORY DETAIL #1

SCALE: 3/8" = 1' - 0"



FINAL DETAIL #1

SCALE: 3/8" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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10/24/24

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #1

SCALE: AS NOTED — SHEET 09 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-09	0

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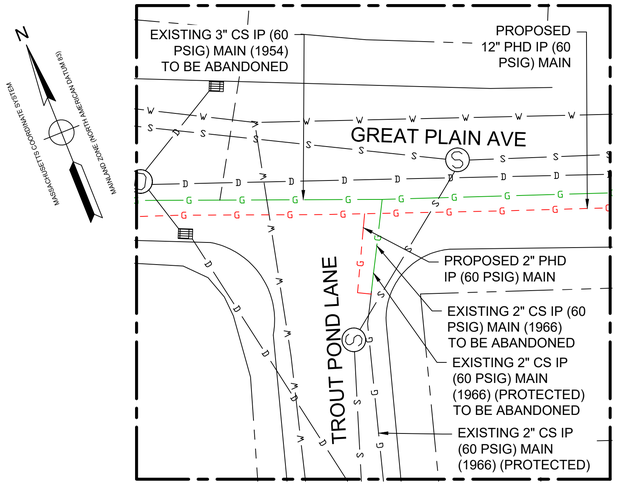


LOCATION #2 - PLAN VIEW

SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

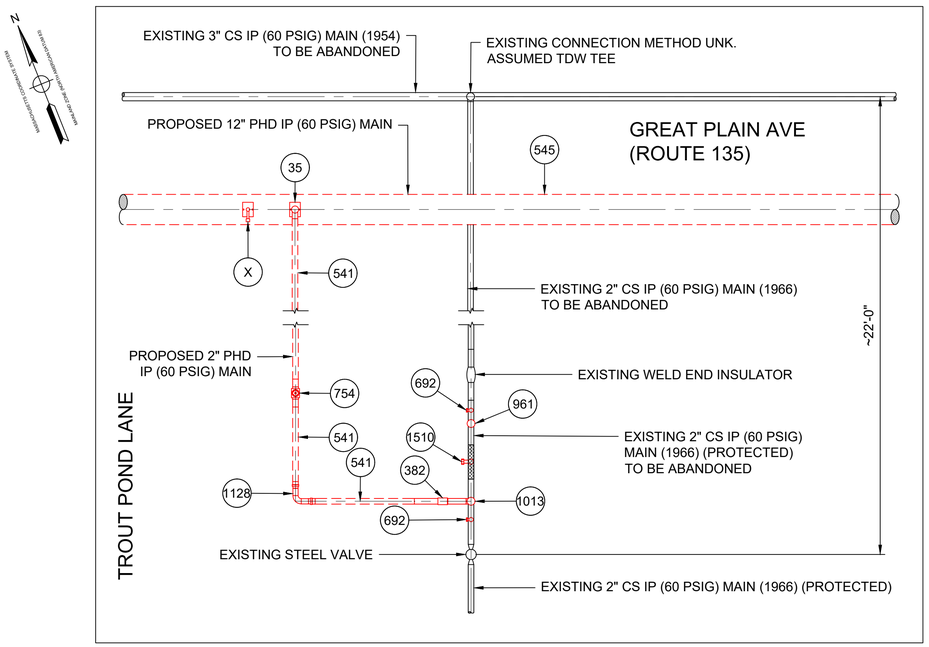
ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	1	EA
382	2"	546256	FITTING, TRANSITION, 2 IN IPS CS X 2 IN IPS, PE4710, SDR 11, STEEL WELD X PLASTIC, BUTT WELD	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
692	3/4" x 1/2"	560709	TEE,PIPE, NON-BLOWING, 3/4 IN X 1/2 IN CTS PLASTIC X 3/8 IN PERF SDR 7, WELDED INLET X COMPRESSION OUTLET, LIGHT WALL, CS, 24/BOX	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
961	2"	578396	FITTING,TEE, SHORTSTOPP, 2 IN, WELDED	1	EA
1013	2"	580024	FITTING,TEE, FLAT BOTTOM, 3-WAY, 2 IN, FOR USE WITH SHORTSTOPP 60, SHORTSTOP II & SHORTSTOPP 275 PLUGGING MACHINES	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1510	3/4" x 1"	602168	FITTING,TEE, STYLE 90 TAP-N-VALVE, 3/4" × 1" IPS SDR 11, 1/4" PUNCH, STEEL, 150 PSIG, WELDED INLET X UNIVERSAL STYLE 90 OUTLET	1	EA
X	12" X 1/2"	580970	FITTING,TEE, 12 IN IPS X 1/2 IN CTS, ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055 , NSTAR M-140	1	EA

VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
228	2"	542567	CAP,PIPE, 2 IN , COMPRESSION END, 150 LB, FOR 2.375 IN OD STEEL PIPE	2	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	3	EA

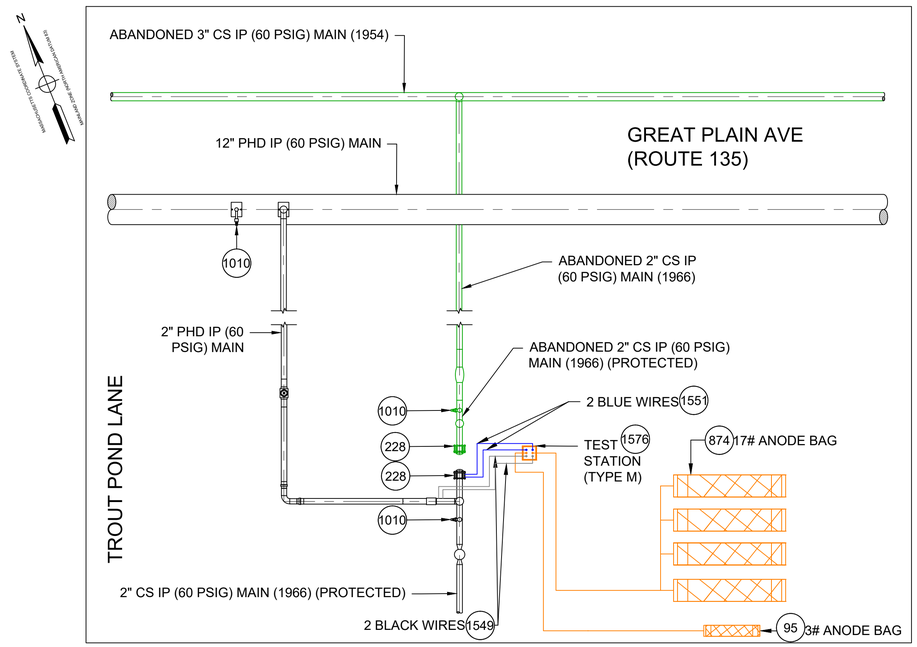
CORROSION MATERIAL LIST

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
95	3 lb.	505818	ANODE,BAG, 2.5 X 2.5 X 4.5 IN, W/ 10 FT SOLID #12 AWG TW ORANGE LEAD WIRE, 3 LB NET, HIGH POTENTIAL MAGNESIUM, PACKED IN COTTON BAGS	1	EA
874	17 lb.	577776	ANODE,BAG, 17 LB NET, HIGH POTENTIAL MAGNESIUM, W/ 10 FT #10 AWG TW ORANGE LEAD WIRE, PACKED IN CARDBOARD BOX 42 LB TOTAL WEIGHT	4	EA
1549	THNN Black	603139	WIRE,ELECTRICAL, THHN, 1/C, #10 AWG, STRANDED, BLACK, INSULATED, CU, 500 FT SPOOL,WIRE	A/R	EA
1551	THNN Blue	603141	WIRE,ELECTRICAL, THHN, 1/C, #10 AWG, STRANDED, BLUE INSULATED, CU, 500 FT SPOOL, WIRE	A/R	EA
1576	5"x 18" LG	603894	BOX,CORROSION, 18 IN LG, 5 IN DP, CI, W/ 5 TERMINAL, HOOKS, NON-LOCKING LID, YELLOW, LID MARKED 'CP TEST' - CATHODIC PROTECTION, CP TEST BOX	1	EA



PREPARATORY DETAIL #2

SCALE: 3/8" = 1' - 0"



FINAL DETAIL #2

SCALE: 3/8" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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10/24/24
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #2

SCALE: AS NOTED — SHEET 10 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-10	0

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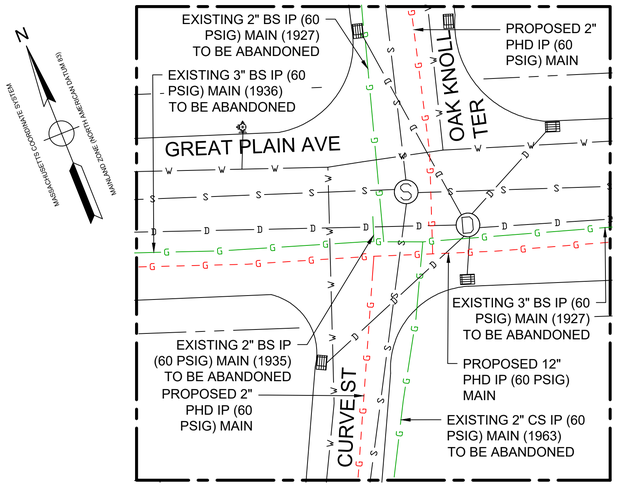


LOCATION #3 - PLAN VIEW

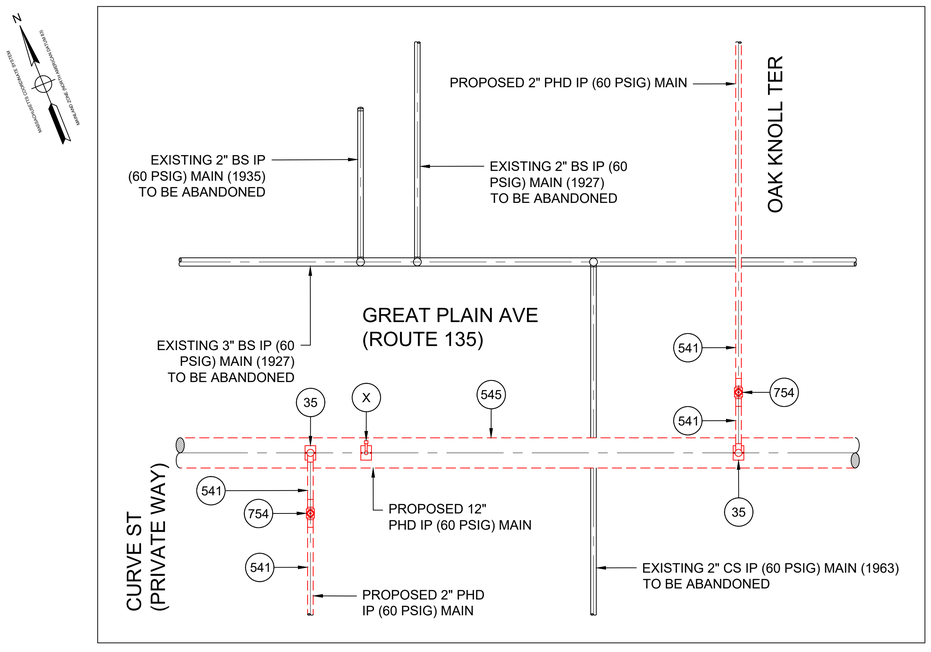
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	2	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	2	EA
X	12" X 1/2"	580970	FITTING,TEE, 12 IN IPS X 1/2 IN CTS, ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055 , NSTAR M-140	1	EA

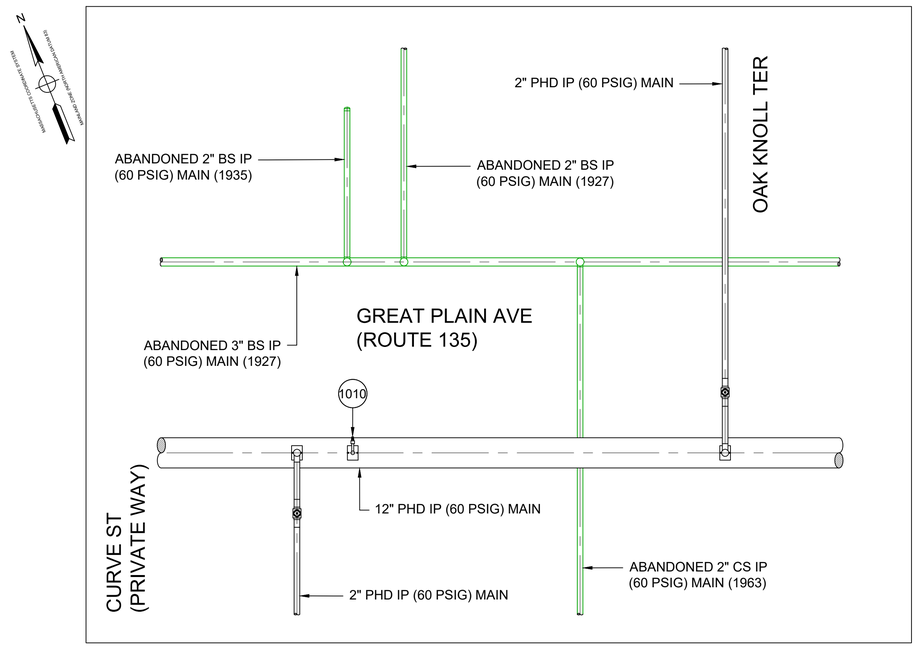
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA



PREPARATORY DETAIL #3

SCALE: 3/8" = 1' - 0"



FINAL DETAIL #3

SCALE: 3/8" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #3

SCALE: AS NOTED — SHEET 11 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-11	0

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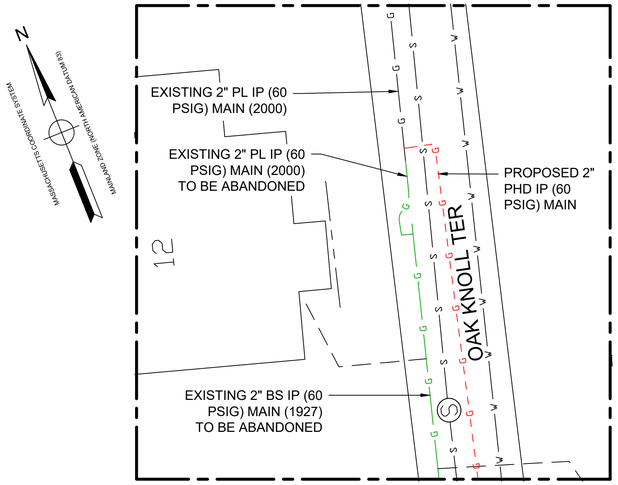


LOCATION #4 - PLAN VIEW

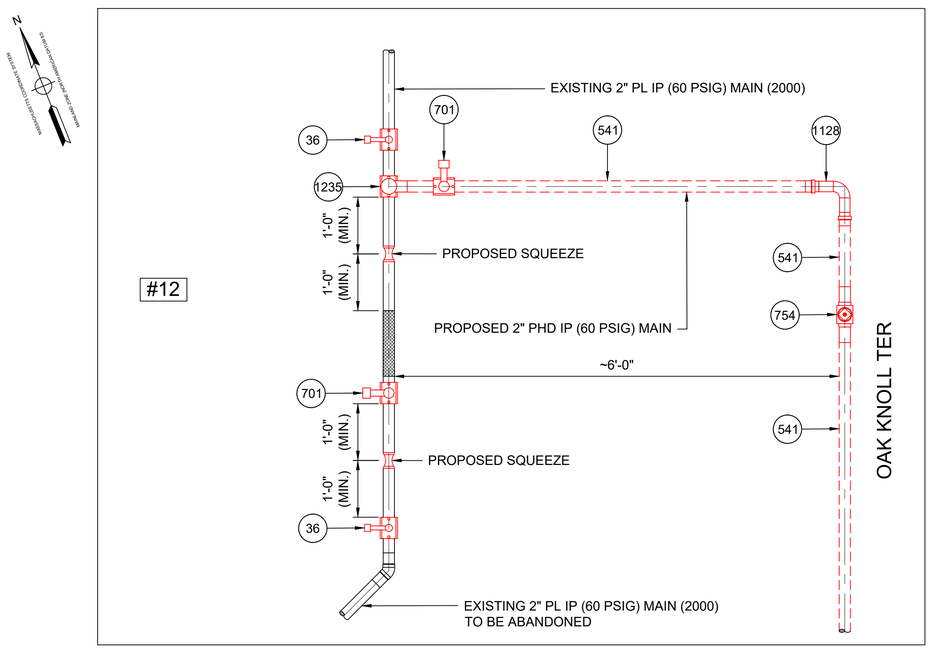
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA

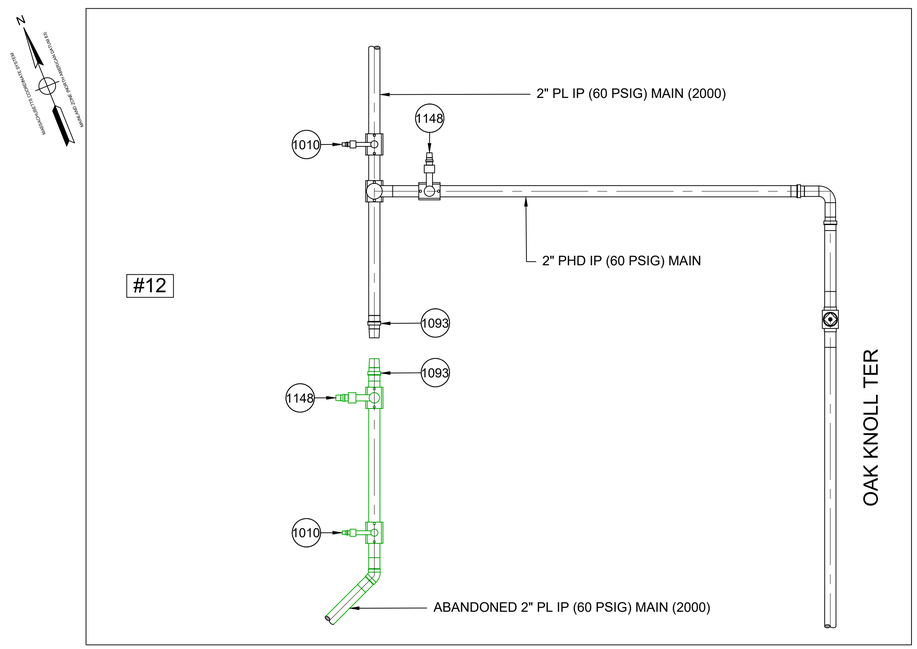
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	2	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #4

SCALE: 3/4" = 1' - 0"



FINAL DETAIL #4

SCALE: 3/4" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/24/24

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #4

SCALE: AS NOTED — SHEET 12 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-12	0

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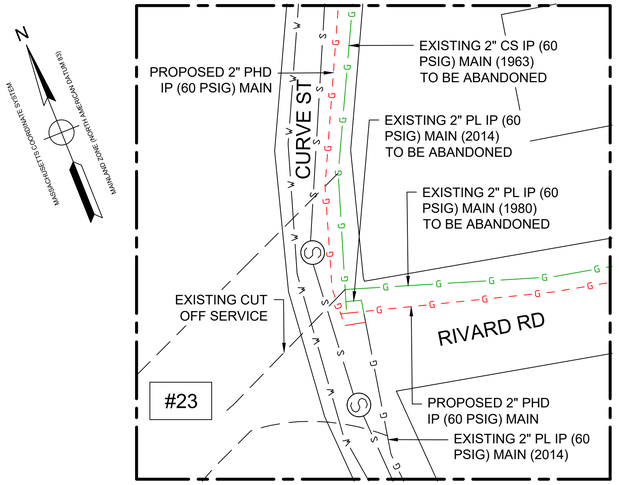


LOCATION #5 - PLAN VIEW

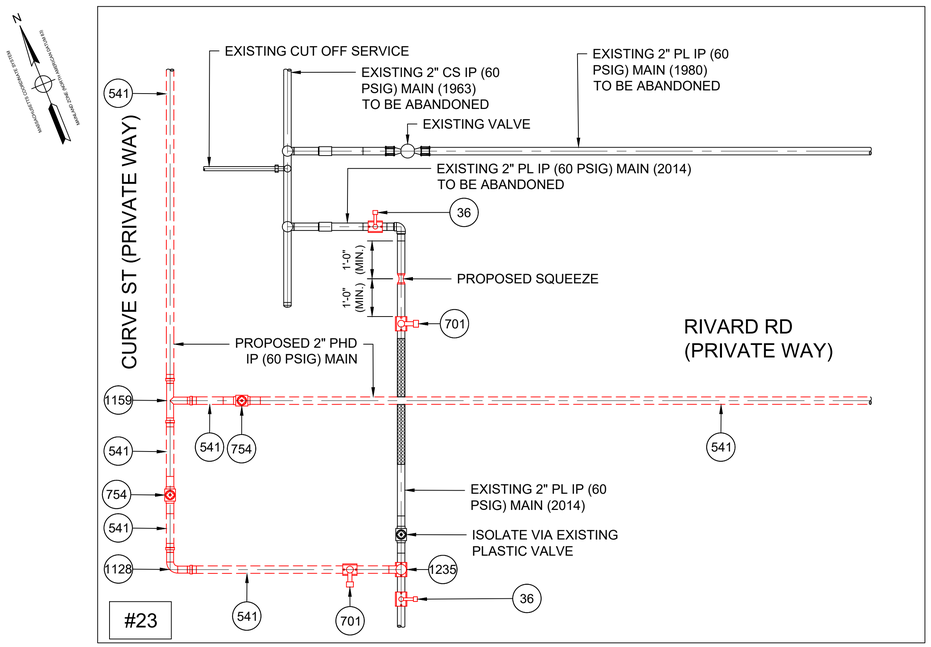
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	2	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1159	2"	583287	FITTING,TEE, METFIT, 3-WAY, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , NSTAR M-410	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA

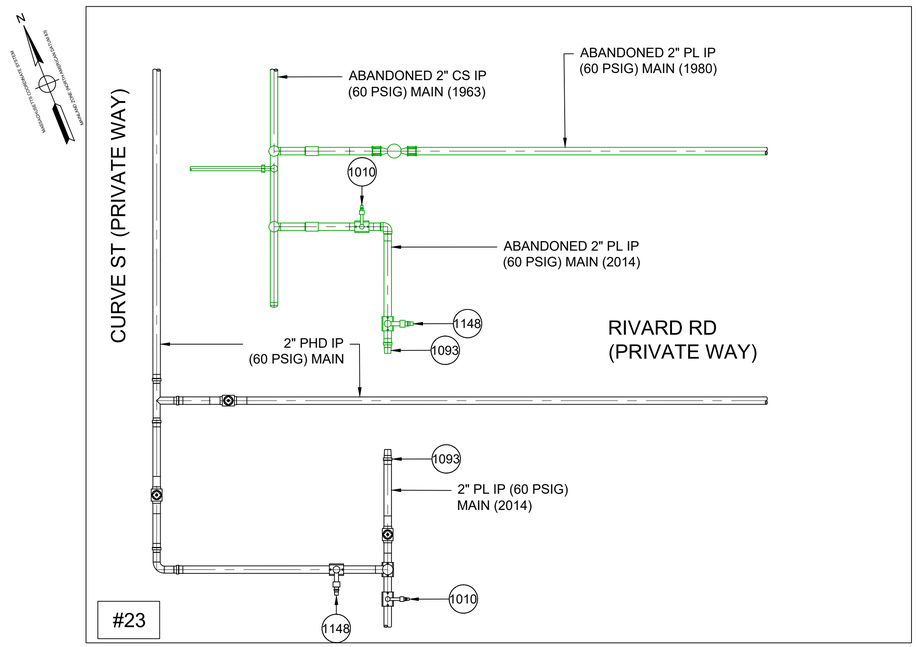
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	2	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #5

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #5

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10-24-24
Andrew J. Cavallo

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #5

SCALE: AS NOTED — SHEET 13 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-13	0

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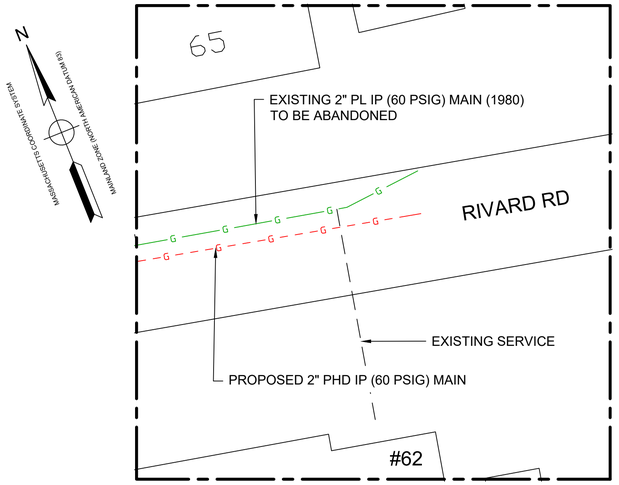


LOCATION #6 - PLAN VIEW

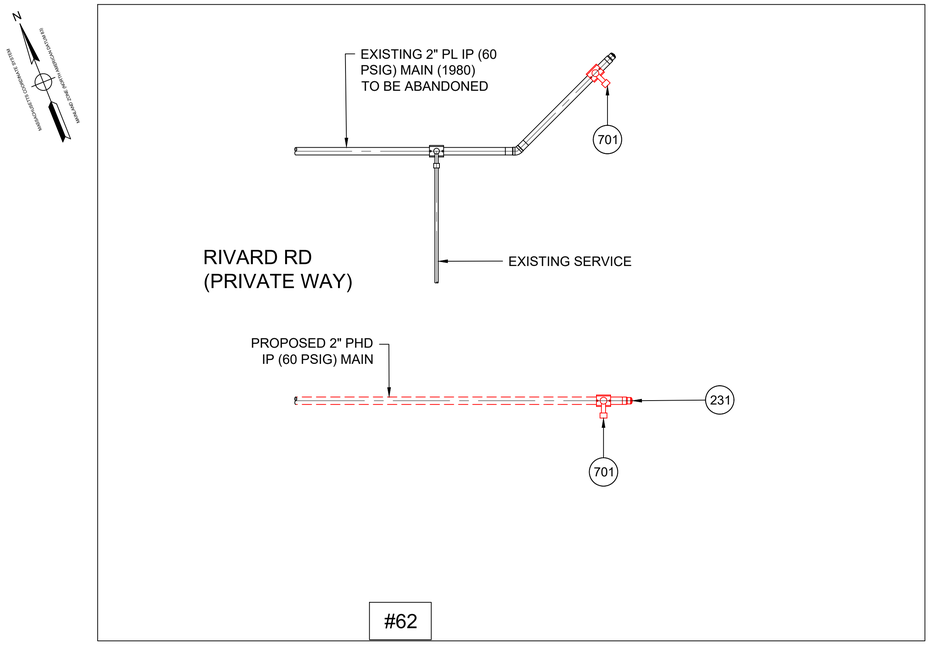
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
231	2"	542572	CAP,PIPE, 2 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA

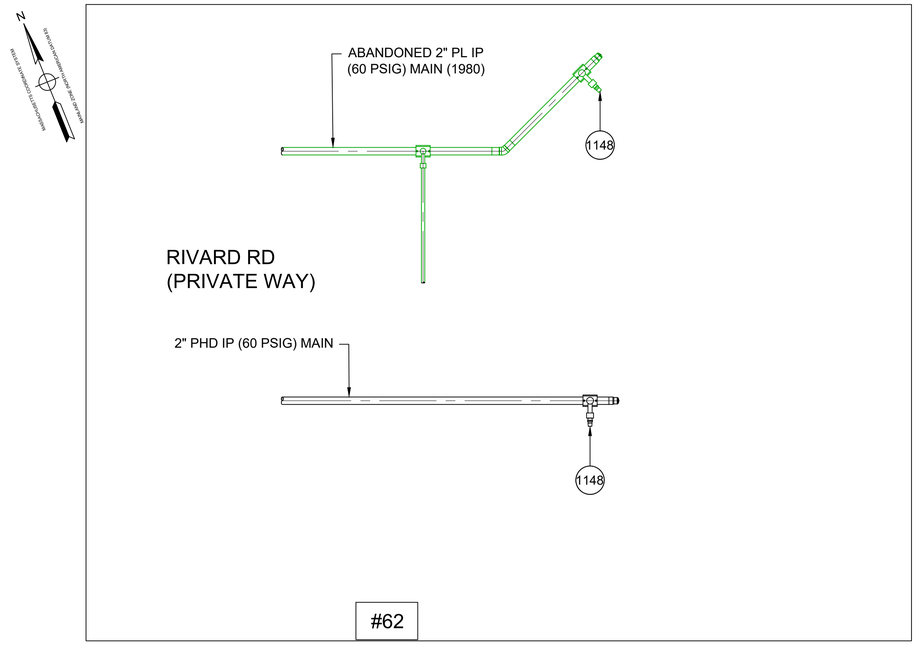
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #6

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #6

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/24/24
Andrew J. Cavallo

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #2

SCALE: AS NOTED — SHEET 14 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-14	0

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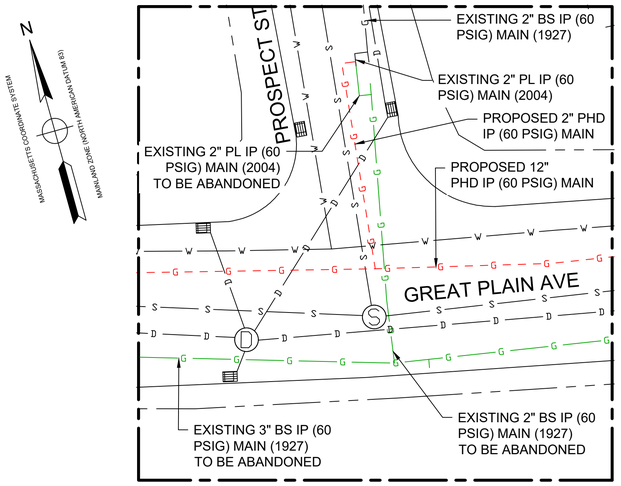


LOCATION #7 - PLAN VIEW

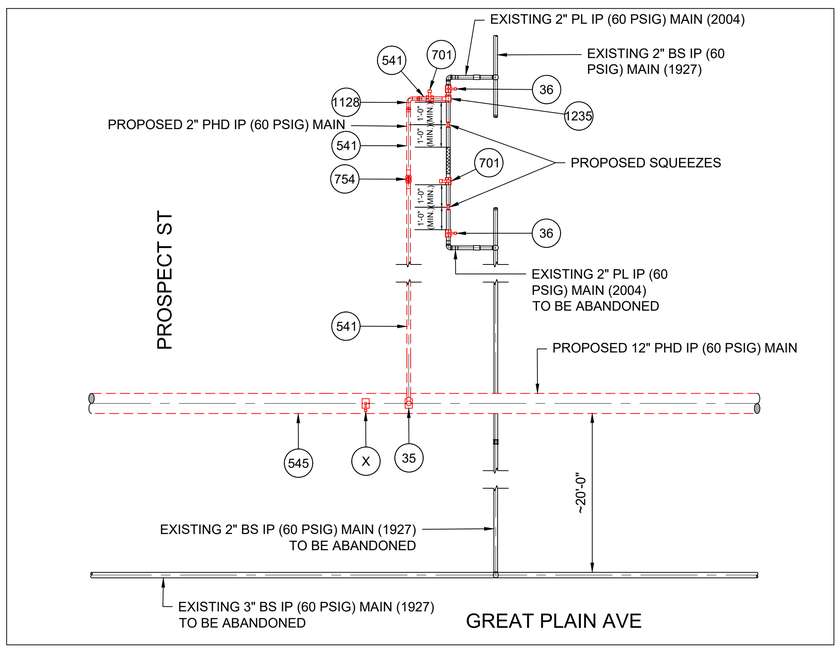
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	1	EA
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA
X	12" X 1/2"	580970	FITTING,TEE, 12 IN IPS X 1/2 IN CTS, ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055 , NSTAR M-140	1	EA

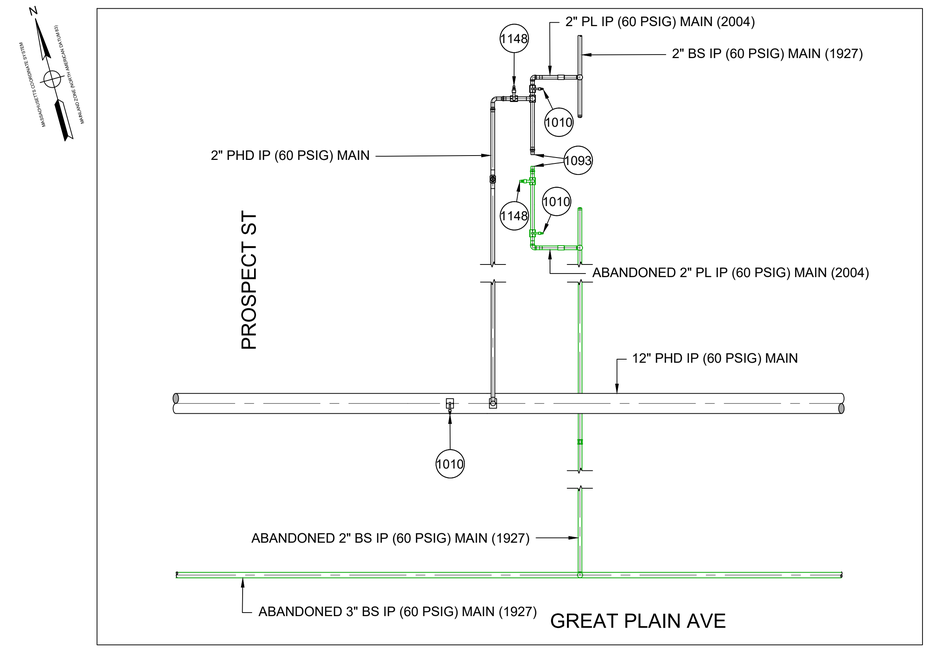
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	3	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #7

SCALE: 1/4" = 1' - 0"



FINAL DETAIL #7

SCALE: 1/4" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS — ANDREW JOSEPH CAVALLO — MECHANICAL — No. 54294 — REGISTERED PROFESSIONAL ENGINEER — 10/24/24

BL Companies — Architecture Engineering Environmental Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #7

SCALE: AS NOTED — SHEET 15 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-15	0

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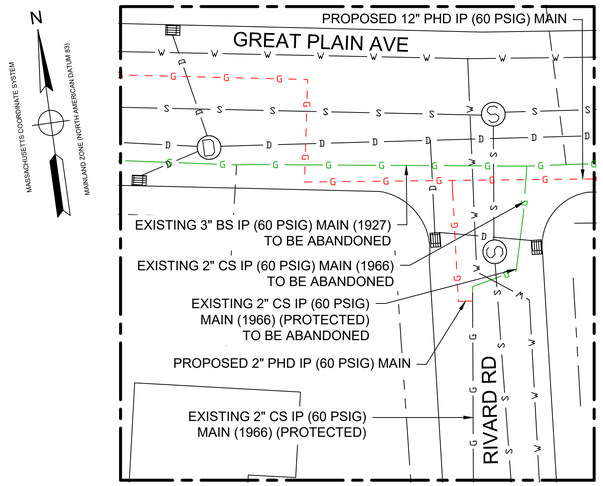


LOCATION #8 - PLAN VIEW

SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

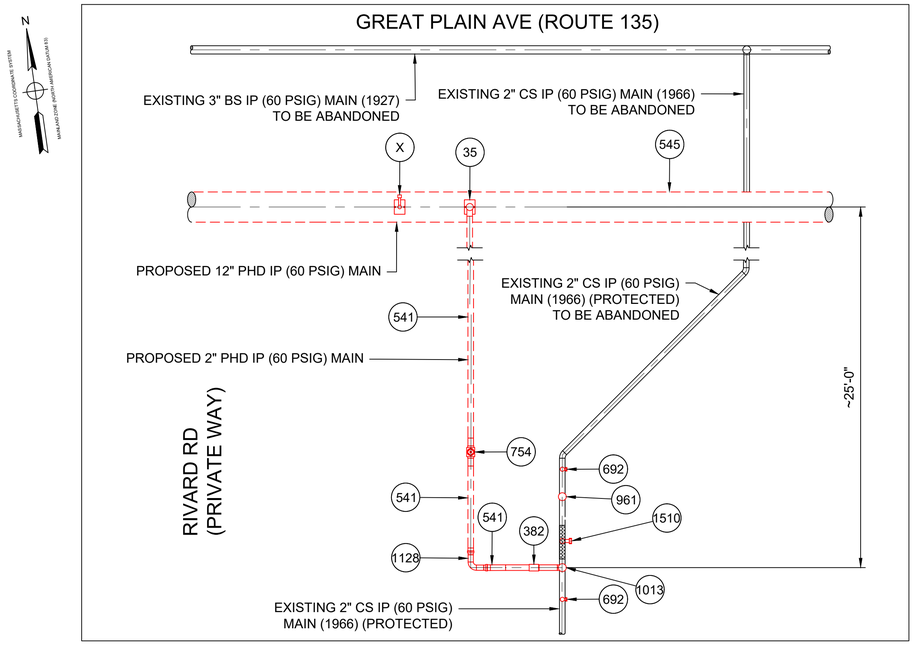
ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	1	EA
382	2"	546256	FITTING, TRANSITION, 2 IN IPS CS X 2 IN IPS, PE4710, SDR 11, STEEL WELD X PLASTIC, BUTT WELD	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
692	3/4" x 1/2"	560709	TEE,PIPE, NON-BLOWING, 3/4 IN X 1/2 IN CTS PLASTIC X 3/8 IN PERF SDR 7, WELDED INLET X COMPRESSION OUTLET, LIGHT WALL, CS, 24/BOX	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
961	2"	578396	FITTING,TEE, SHORTSTOPP, 2 IN, WELDED	1	EA
1013	2"	580024	FITTING,TEE, FLAT BOTTOM, 3-WAY, 2 IN, FOR USE WITH SHORTSTOPP 60, SHORTSTOP II & SHORTSTOPP 275 PLUGGING MACHINES	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1510	3/4" x 1"	602168	FITTING,TEE, STYLE 90 TAP-N-VALVE, 3/4" × 1" IPS SDR 11, 1/4" PUNCH, STEEL, 150 PSIG, WELDED INLET X UNIVERSAL STYLE 90 OUTLET	1	EA
X	12" X 1/2"	580970	FITTING,TEE, 12 IN IPS X 1/2 IN CTS, ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055 , NSTAR M-140	1	EA

VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
228	2"	542567	CAP,PIPE, 2 IN , COMPRESSION END, 150 LB, FOR 2.375 IN OD STEEL PIPE	2	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	3	EA

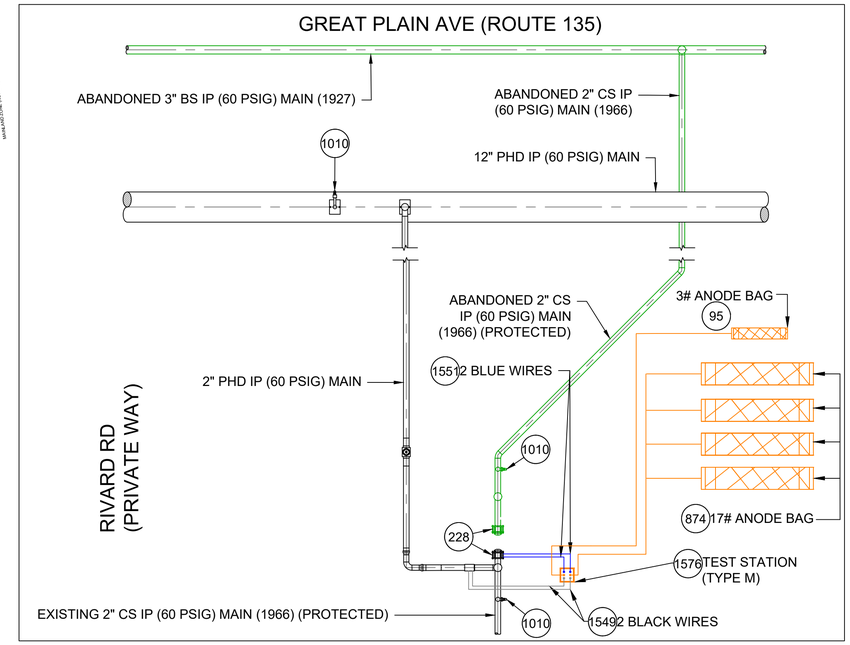
CORROSION MATERIAL LIST

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
95	3 lb.	505818	ANODE,BAG, 2.5 X 2.5 X 4.5 IN, W/ 10 FT SOLID #12 AWG TW ORANGE LEAD WIRE, 3 LB NET, HIGH POTENTIAL MAGNESIUM, PACKED IN COTTON BAGS	1	EA
874	17 lb.	577776	ANODE,BAG, 17 LB NET, HIGH POTENTIAL MAGNESIUM, W/ 10 FT #10 AWG TW ORANGE LEAD WIRE, PACKED IN CARDBOARD BOX 42 LB TOTAL WEIGHT	4	EA
1549	THNN Black	603139	WIRE,ELECTRICAL, THHN, 1/C, #10 AWG, STRANDED, BLACK, INSULATED, CU, 500 FT SPOOL,WIRE	A/R	EA
1551	THNN Blue	603141	WIRE,ELECTRICAL, THHN, 1/C, #10 AWG, STRANDED, BLUE INSULATED, CU, 500 FT SPOOL, WIRE	A/R	EA
1576	5"x 18" LG	603894	BOX,CORROSION, 18 IN LG, 5 IN DP, CI, W/ 5 TERMINAL, HOOKS, NON-LOCKING LID, YELLOW, LID MARKED 'CP TEST' - CATHODIC PROTECTION, CP TEST BOX	1	EA



PREPARATORY DETAIL #8

SCALE: 3/8" = 1' - 0"



FINAL DETAIL #8

SCALE: 3/8" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/24/24

Architecture
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #8

SCALE: AS NOTED — SHEET 16 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-16	0

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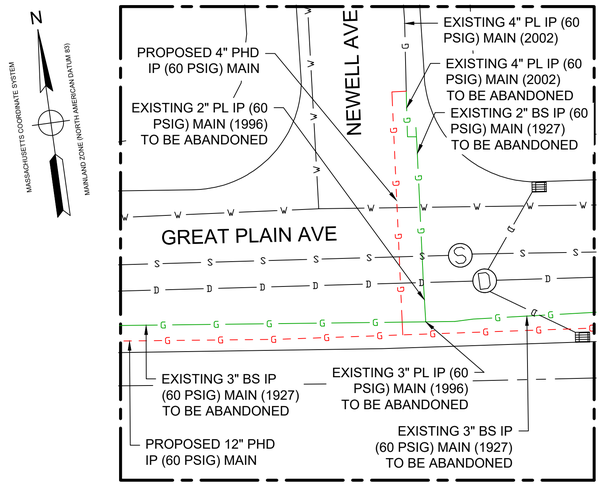


LOCATION #9 - PLAN VIEW

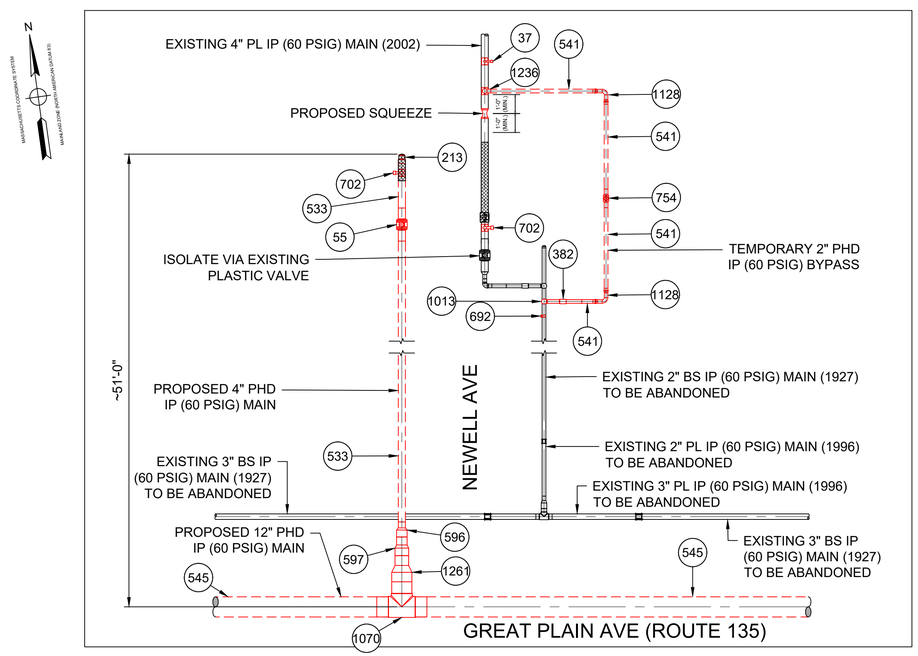
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
37	4" x 1/2"	500867	TEE,PIPE, NON-BLOWING, 4 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100, 1	1	EA
55	4"	501002	VALVE,BALL, 4 IN, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING, TO BE USED W/ BRAND SADDLE INST, P100	1	EA
213	4"	542538	CAP,PIPE, 4 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
382	2"	546256	FITTING, TRANSITION, 2 IN IPS CS X 2 IN IPS, PE4710, SDR 11, STEEL WELD X PLASTIC, BUTT WELD	1	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
596	6" x 4"	555594	REDUCER,PIPE, 6 X 4 IPS, BUTT ENDS, P100, POLYETYLENE, SDR 11	1	EA
597	8"x 6"	555596	REDUCER,PIPE, 8 IN X 6 IN IPS SDR 11, BUTT ENDS, POLYETHYLENE, P100	1	EA
692	3/4" x 1/2"	560709	TEE,PIPE, NON-BLOWING, 3/4 IN X 1/2 IN CTS PLASTIC X 3/8 IN PERF SDR 7, WELDED INLET X COMPRESSION OUTLET, LIGHT WALL, CS, 24/BOX	1	EA
702	4" x 1"	560781	TEE,PIPE, NON-BLOWING, 4 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1013	2"	580024	FITTING,TEE, FLAT BOTTOM, 3-WAY, 2 IN, FOR USE WITH SHORTSTOPP 60, SHORTSTOP II & SHORTSTOPP 275 PLUGGING MACHINES	1	EA
1070	12"	581041	FITTING,TEE, 12 IN IPS SDR 11, BUTT FUSION END, HDPE, PE3408, BLACK	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	2	EA
1236	4" x 2"	584304	FITTING,TEE, 4 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577621	1	EA
1261	12" x 8"	584732	FITTING,REDUCER, 12 X 8 IN, BUTT FUSION END, HDPE, BLACK, NSTAR M-145	1	EA

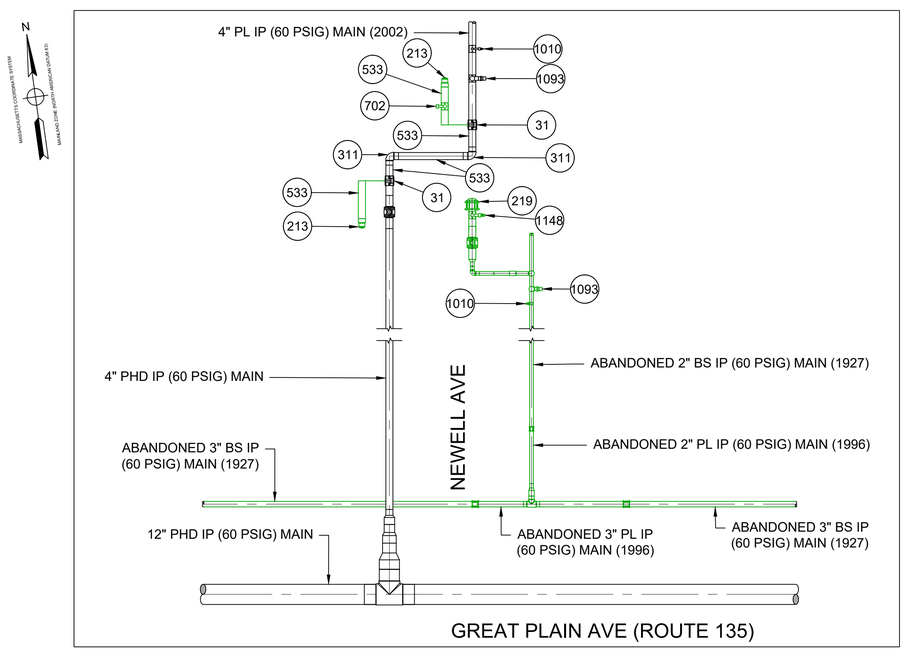
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
31	4"	500855	COUPLING,PIPE, 4 IN IPS, ELECTROFUSION, PLASTIC, P100	2	EA
213	4"	542538	CAP,PIPE, 4 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	2	EA
219	4"	542546	CAP,PIPE, 4 IN , COMPRESSION END, 150 LB, W/ 1 IN OFF-CENTER VENT, FOR 4.5 IN OD STEEL PIPE	1	EA
311	4"	545341	ELBOW,PIPE, 90 DEG, 4 IN SDR 11, BUTT WELD ENDS, PLASTIC, P100	2	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
702	4" x 1"	560781	TEE,PIPE, NON-BLOWING, 4 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	2	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	1	EA



PREPARATORY DETAIL #9

SCALE: 1/4" = 1' - 0"



FINAL DETAIL #9

SCALE: 1/4" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

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No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #9

SCALE: AS NOTED — SHEET 17 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-17	0

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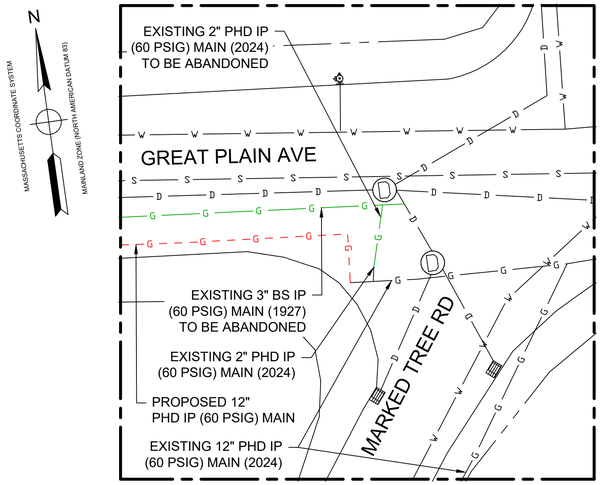


LOCATION #10 - PLAN VIEW

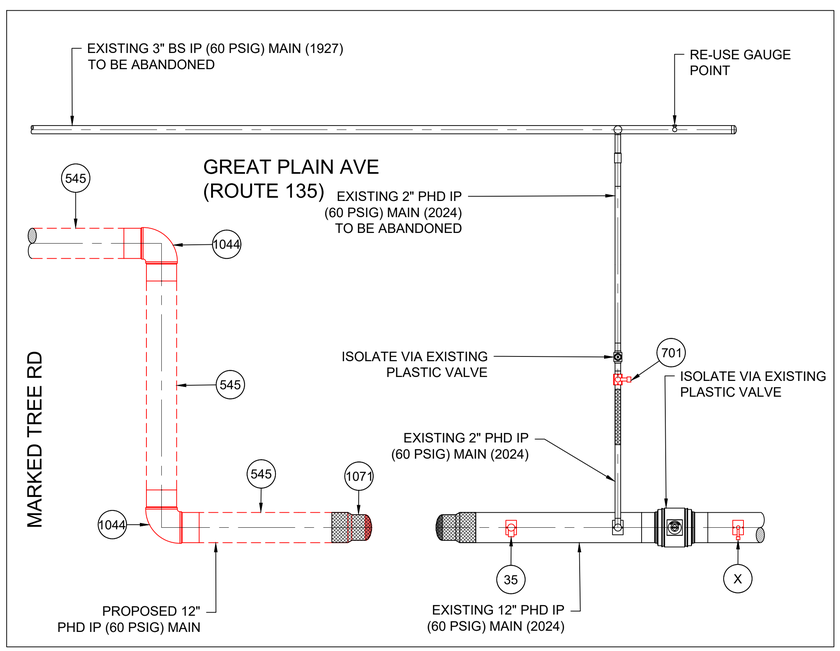
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	1	EA
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
1044	12"	580739	FITTING,ELBOW, 90 DEG, 12 IPS SDR 11, BUTT FUSION END, HDPE, BLACK, NSTAR M-145	2	EA
1071	12"	581044	FITTING,CAP, 12 IN IPS SDR 11, BUTT FUSION END, HDPE, BLACK	1	EA
X	12" X 1/2"	580970	FITTING,TEE, 12 IN IPS X 1/2 IN CTS, ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055 , NSTAR M-140	1	EA

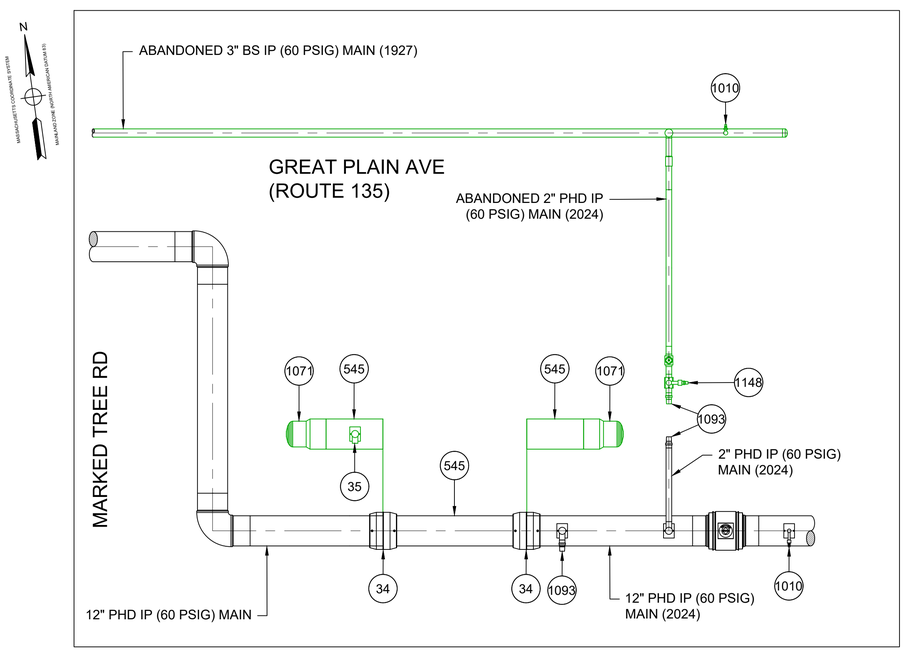
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
34	12"	500858	COUPLING,PIPE, 12 IN IPS, ELECTROFUSION, POLYETHYLENE, P100/PE4710, REPLACED ITEM 580800	2	EA
35	12" x 2"	500859	FITTING,TEE, 12 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, GFCP	1	EA
545	12"	554031	PIPE, 12 IN IPS X 1.160 IN THK WALL SDR 11, 12.750 IN OD, 40 FT LG, POLYETHYLENE, PE3408	40	FT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	2	EA
1071	12"	581044	FITTING,CAP, 12 IN IPS SDR 11, BUTT FUSION END, HDPE, BLACK	2	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	3	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	1	EA



PREPARATORY DETAIL #10

SCALE: 3/8" = 1' - 0"



FINAL DETAIL #10

SCALE: 3/8" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/25/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GREAT PLAIN AVE, NEEDHAM, MA

WORK ORDER # 18344757

PREPARATORY AND FINAL DETAILS #10

SCALE: AS NOTED — SHEET 18 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/25/24	AC 10/25/24	MA-HYP-PIP-25-037-18	0

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Oct 24, 2024 - 12:16pm

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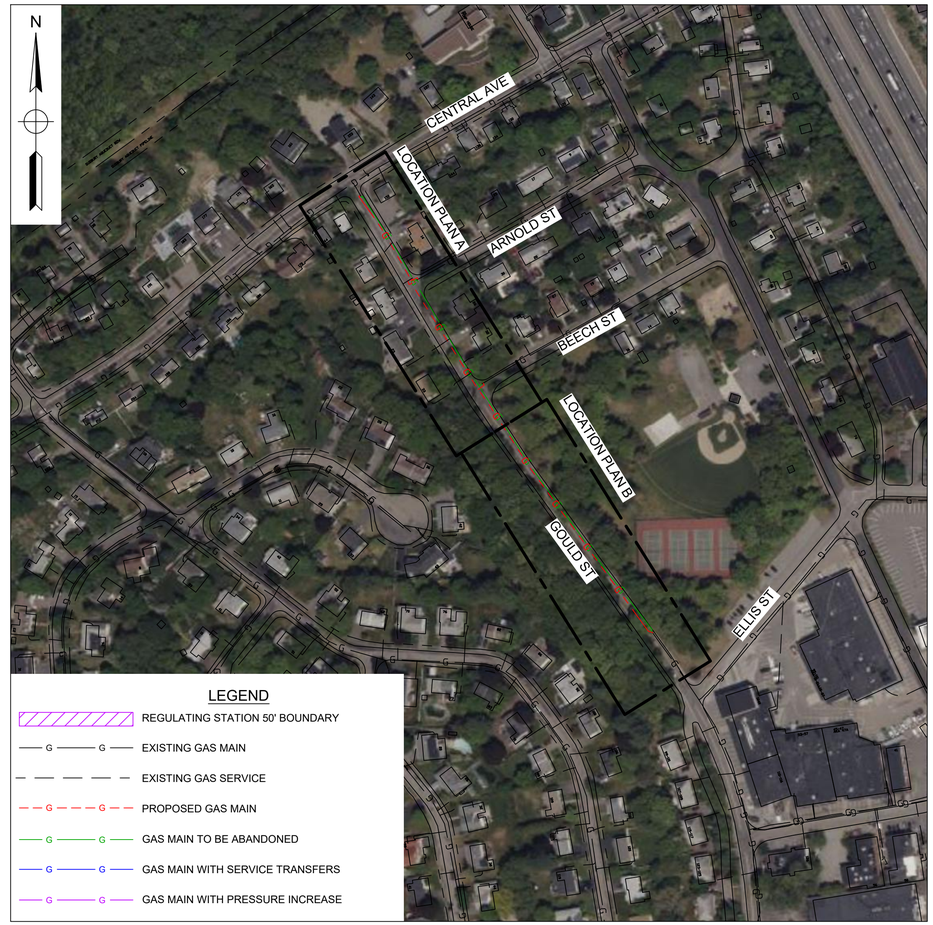
EVERSOURCE ENERGY



WORK SCOPE

TYPE OF WORK		NUMBER RANGE
GSEP	GAS SYSTEM ENHANCEMENT PLAN	0-299
GNM	GAS NEW MAIN (NEW BUSINESS)	300-399
REL	RELIABILITY	400-499
COMPLEX PROJECTS	REGULATORS, GATE STATIONS, ETC.	500-599
MAINTENANCE	REPAIRS, ETC.	600-

GOULD ST, NEEDHAM, MA
WORK ORDER #18800941

ISSUED FOR CONSTRUCTION

PROJECT SUMMARY TABLE INSTALLATION INFORMATION				
WORK TYPE	LENGTH (FT)	SIZE (IN)	PRESSURE	MATERIAL
INSTALL	1050	4	IP (60 PSIG)	PHD
INSTALLATION TOTAL:				1050'
UPRATE/RETEST TOTAL:				0'

PROJECT SUMMARY TABLE ABANDONMENT INFORMATION				
LENGTH (FT)	SIZE (IN)	PRESSURE	MATERIAL	ABANDONMENT CLASS
1036	2	IP (60 PSIG)	CS	GSEP
GSEP ABANDONMENT SUBTOTAL:				1036'
NON - GSEP ABANDONMENT SUBTOTAL:				0'
ABANDONMENT TOTAL:				1036'

AFFECTED STREETS:
CENTRAL AVE, ARNOLD ST, BEECH ST, GOULD ST

SERVICES

REPLACEMENT: 2
TIE OVER: 4
TOTAL SERVICES: 6
METER MOVE OUTS: 3

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/16/24

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/16/24	AM/AC

Revision/Status

EVERSOURCE ENERGY
GOULD ST, NEEDHAM, MA
WORK ORDER # 18800941
COVER SHEET

SCALE: 1" = 150' SHEET 01 OF 09

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/16/24	AC 10/16/24	MA-HYP-PIP-24-067-01	0

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Oct 16, 2024 - 10:23am

GENERAL NOTES:

1. IF ANY OF THE FOLLOWING OCCUR A DRAWING REVISION IS REQUIRED AND MUST BE APPROVED AND/OR STAMPED BY THE ENGINEER OF RECORD. CHANGES CAN BE APPROVED AND/OR STAMPED BY A PROJECT ENGINEER, BUT THE ENGINEER OF RECORD MUST BE INFORMED.

1.1. IF THE TIE IN POINT MOVES TO A DIFFERENT SEGMENT OF PIPE THAN SHOWN.

1.2. IF A CHANGE IN THE LOCATION OF VALVES IS REQUIRED.

1.3. IF THERE IS ANY CHANGE TO WHAT IS SHOWN ON THE DRAWING WITHIN 50 FT OF A PRESSURE REGULATING STATION, DISTRICT REGULATOR, OR GATE STATION.

1.4. IF A CHANGE IN PIPE SIZE, MATERIAL, OR WALL THICKNESS IS REQUIRED.

1.5. ALTERNATE FITTINGS THAT ARE ACCEPTABLE FOR ANY TIE-IN DETAIL WILL BE CALLED OUT IN THE DRAWING. FITTING CHANGES NOT SHOWN AS ALTERNATIVES ON THE DRAWING WILL NEED TO FOLLOW THE DRAWING CHANGE PROCESS CONTAINED IN SECTION V.D.

2. CONSTRUCTION DRAWINGS, LOCATIONS OF EXISTING UTILITIES, UNDERGROUND STRUCTURES AND WORK LOCATIONS ARE BASED ON BEST AVAILABLE INFORMATION BUT HAVE NOT BEEN FIELD VERIFIED.

3. ALL WORK, MATERIAL AND CONSTRUCTION SHALL BE PERFORMED AND COMPLETED IN COMPLIANCE WITH ALL PERMITS AND APPROVALS PER EVERSOURCE, LOCAL, STATE, OSHA AND FEDERAL REGULATIONS AND STANDARDS.

4. ALL LIVE GAS WORK EXCEPT SERVICE SIZE TAPS, INCLUDING BUT NOT LIMITED TO TAPPING OF FITTINGS ON LIVE MAINS, STOPPING, MANIPULATING VALVE, ABANDONMENT, SHALL BE PERFORMED BY, OR AT THE DIRECTION AND UNDER THE DIRECT SUPERVISION OF EVERSOURCE GAS PERSONNEL AND IN ACCORDANCE WITH THE WRITTEN PROCEDURE. DRAWING CHANGES MAY ALSO REQUIRE A CHANGE TO THE PROCEDURE.

5. EXCAVATOR IS REQUIRED TO PROTECT EXISTING UTILITIES, STRUCTURES, LANDSCAPES FEATURES, SIGNAGE, CURBS, ETC. CARE SHOULD BE TAKEN NOT TO DISTURB OR DAMAGE SUCH ITEMS. ROADWAY, SIDEWALKS, AND GRASS DISTURBED SHALL BE RESTORED TO THE SATISFACTION OF THE CITY OR TOWN. PLANT BEDS WILL BE RELOCATED TO THEIR EXISTING REGULAR LOCATION.

6. ALL TRAFFIC CONTROL SHALL CONFORM TO THE LATEST EDITION OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), INCLUDING ALL REVISIONS AND ADDENDA. ALL TRAFFIC CONTROL DEVICES WILL BE SUPPLIED BY EXCAVATOR.

CORROSION PROTECTION NOTES:

1. ALL TEST STATION BOXES SHOULD BE INSTALLED IN A SAFE LOCATION WHERE ONE INDIVIDUAL CAN SAFELY OPEN AND ACCESS THE TEST WIRES. ALL TEST WIRES INSIDE THE BOX SHOULD HAVE ENOUGH SLACK ON THE WIRES SO THEY CAN EXTEND A MINIMUM OF 12" ABOVE GRADE.

2. FOR TYPE A TEST STATIONS, THE TWO WIRES SHOULD BE THERMITE WELDED TO THE COATED STEEL MAIN AND BE THE SAME COLOR. (COUPONS COULD BE ADDED TO THE TEST STATION TYPE).

3. FOR TYPE B TEST STATIONS, EACH OF THE FOUR WIRES SHOULD BE A DIFFERENT COLOR AND DOCUMENTED.

4. FOR TYPE C TEST STATIONS, THE WIRES SHOULD BE THE SAME COLOR ON EACH SIDE OF THE INSULATED COUPLING. (ANODES AND/OR COUPONS COULD BE ADDED TO THIS TEST STATION TYPE).

5. FOR TYPE D TEST STATIONS WHICH ARE AT A CASING, WHITE WIRES ARE NORMALLY INSTALLED ON THE STEEL CASING AND BLACK WIRES ARE INSTALLED ON THE CARRIER PIPE. (ANODES AND/OR COUPONS COULD BE ADDED TO THIS TEST STATION TYPE).

6. FOR TYPE M TEST STATIONS, THE TWO WIRES THERMITE WELDED TO THE CARRIER PIPE SHOULD BE THE SAME COLOR WIRE. THERE IS ALSO MAGNESIUM ANODE(S) WIRE(S) LOCATED INSIDE THE TEST STATION BOX.THE WIRE COLOR (TYPICALLY ORANGE) FOR THE ANODES. IF THE ANODE WIRES ARE SPLICED TO A COMMON ANODE HEADER CABLE, THE ANODE HEADER CABLE SHOULD BE A (WHITE OR RED) DIFFERENT COLOR WIRE THAN THE WIRE THAT WAS THERMITE WELDED TO THE CARRIER PIPE. AT A TYPE M TEST STATION, NO MAGNESIUM ANODES SHOULD BE DIRECTLY THERMITE WELDED TO THE CARRIER PIPE OR IN CONTACT WITH THE CARRIER PIPE. THE ANODE HEADER WIRE OR INDIVIDUAL ANODE WIRES SHOULD TERMINATE INSIDE THE TEST STATION BOX. ANODES SHOULD BE SPACED A MINIMUM OF 5' ON CENTER FROM EACH OTHER AND A MINIMUM OF 12" AWAY AND BELOW THE BOTTOM OF THE STEEL MAIN.

7. IF COUPONS ARE TO BE INSTALLED , FIRST REMOVE THE PROTECTIVE LABEL COVERING THE STEEL COUPON AND THE RED STICKERS COVERING EACH SENSING PORT. CLEAN THE ENTIRE STEEL COUPON SURFACE WITH ALCOHOL TO REMOVE THE CORROSION INHIBITOR .PLACE THE COUPON ASSEMBLY APPROXIMATELY 12" FROM THE GAS MAIN BEING MONITORED WITH THE SENSING PORTS FACING THE GAS MAIN. THE COUPON ASSEMBLY SHOULD BE LOCATED ADJACENT TO THE BOTTOM PORTION OF THE GAS MAIN, ANYWHERE BETWEEN 3 O'CLOCK AND 9 O'CLOCK. THE SOIL BETWEEN THE COUPON AND THE MAIN SHOULD BE WELL COMPACTED AND CONTAIN NO ROCKS LARGER THAN A CENTIMETER IN DIAMETER OR FOREIGN MATERIAL.

8. ONE (1) 3# ANODE (MINIMUM) SHALL BE INSTALLED TO PROTECT THE CLAMPS ON EACH 10-FOOT SPAN OF PIPE. EACH 10-FOOT SPAN OF PIPE MUST BE A CONTINUOUS SECTION OF STEEL. CLAMPS ON NON-CONTINUOUS SECTIONS OF STEEL EVEN IF THEY ARE WITHIN 10 FEET OF EACH CANNOT BE PROTECTED BY THE SAME ANODE.

9. REFER TO CONSTRUCTION STANDARD CS-500 SECTION IV.G WHICH PROVIDES GENERAL GUIDANCE REGARDING “WRAPPING” FOR CORROSION PROTECTION. CS-500 SECTION IV.G.5. DESCRIBES THE BASIC STEPS REQUIRED TO WRAP LEAK REPAIR CLAMPS.

10. CORROSION PROTECTION INFORMATION, AS INCLUDED WITHIN THIS DESIGN PACKAGE, HAS BEEN REVIEWED BY THE ENGINEER OF RECORD FOR CONFORMANCE WITH EVERSOURCE PROVIDED STANDARD CORROSION DETAILS; CORROSION PROTECTION DESIGN BY OTHERS.

VALVE AND MATERIAL LIST

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
31	4"	500855	COUPLING,PIPE, 4 IN IPS, ELECTROFUSION, PLASTIC, P100	1	EA
32	6"	500856	COUPLING,PIPE, 6 IN IPS, ELECTROFUSION, PLASTIC, P100	1	EA
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	5	EA
37	4" x 1/2"	500867	TEE,PIPE, NON-BLOWING, 4 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100, 1	2	EA
38	6" x 1/2"	500869	TEE,PIPE, NON-BLOWING, 6 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
55	4"	501002	VALVE,BALL, 4 IN, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING, TO BE USED W/ BRAND SADDLE INST, P100	1	EA
213	4"	542538	CAP,PIPE, 4 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	2	EA
214	6"	542539	CAP,PIPE, 6 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
220	6"	542547	CAP,PIPE, 6 IN, COMPRESSION END, 150 LB, W/ 1 IN OFF-CENTER VENT, FOR 6.25 IN OD STEEL PIPE	1	EA
308	4"	545338	ELBOW,PIPE, 45 DEG, 4 IN SDR 11, BUTT WELD ENDS, POLYETHYLENE, P100	2	EA
311	4"	545341	ELBOW,PIPE, 90 DEG, 4 IN SDR 11, BUTT WELD ENDS, PLASTIC, P100	1	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	1050	FT
534	6"	554009	PIPE, 6 IN IPS X 0.602 IN THK WALL SDR 11, 6.625 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100	40	FT
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
595	4" x 2"	555593	REDUCER,PIPE, 4 X 2 IPS, BUTT ENDS, POLYETHYLENE, P100, SDR11	1	EA
596	6" x 4"	555594	REDUCER,PIPE, 6 X 4 IPS, BUTT ENDS, P100, POLYETYLENE, SDR 11	1	EA
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	3	EA
702	4" x 1"	560781	TEE,PIPE, NON-BLOWING, 4 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	3	EA
861	6" x 2"	577622	FITTING,TEE, 6 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, 4.0 MM PINS, NUPI	4	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	9	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	8	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	4	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	3	EA
1236	4" x 2"	584304	FITTING,TEE, 4 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577621	2	EA

* NOTE:
1. ADDITIONAL ELBOWS MAY BE REQUIRED FOR OFFSETS IN THE FIELD
2. ALL MATERIALS SHALL BE INSTALLED IN COMPLIANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.
3. ALL MECHANICAL FITTINGS SHOULD BE RESTRAINING IF LEFT ON A LIVE MAIN. CONFIRM PRODUCT DESCRIPTION FROM VENDOR; IF ONLY NON-RESTRAINING FITTINGS ARE AVAILABLE, CONTACT THE ENGINEER OF RECORD FOR ADDITIONAL REVIEW
4. EXISTING PLASTIC PIPE CHARACTERISTICS (SDR AND IPS/CTS) ARE UNKNOWN AND ASSUMED. PLASTIC FITTINGS MUST BE CHOSEN BASED ON THE CHARACTERISTICS OF THE PLASTIC PIPE WHEN PIPE IS EXPOSED DURING CONSTRUCTION.

COMMONWEALTH OF MASSACHUSETTS
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MECHANICAL
No. 54294
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10/16/24
Andrew J. Cavallo

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/16/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GOULD ST, NEEDHAM, MA

WORK ORDER # 18800941

NOTES

SCALE: NOT TO SCALE — SHEET 02 OF 09

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AM 10/16/24	AC 10/16/24	MA-HYP-PIP-24-067-02	0

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Oct 16, 2024 - 10:23am

DRAWING LEGEND

MANHOLE	
UTILITY POLE	UP# XX
CATCH BASIN	
HYDRANT	
INSIDE METER	
OUTSIDE METER	
LIGHT POLE	
ELECTRIC MANHOLE	
TELEPHONE MANHOLE	

REGULATING STATION 50' BOUNDARY	
EXISTING GAS MAIN	G G
EXISTING GAS SERVICE	
PROPOSED GAS MAIN	G G
GAS MAIN TO BE ABANDONED	G G
GAS MAIN WITH SERVICE TRANSFERS	G G
GAS MAIN WITH PRESSURE INCREASE	G G
RIGHT-OF-WAY	
ELECTRIC	E E
WATER LINE	W W
SEWER LINE	S S
TELEPHONE	T T
DRAIN LINE	D D
FENCE LINE	X X X X X X X X X X X X

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No. 54294
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Revision/Status

EVERSOURCE ENERGY

GOULD ST, NEEDHAM, MA

WORK ORDER # 18800941

LEGEND

SCALE: NOT TO SCALE — SHEET 03 OF 09

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AM 10/16/24	AC 10/16/24	MA-HYP-PIP-24-067-03	0

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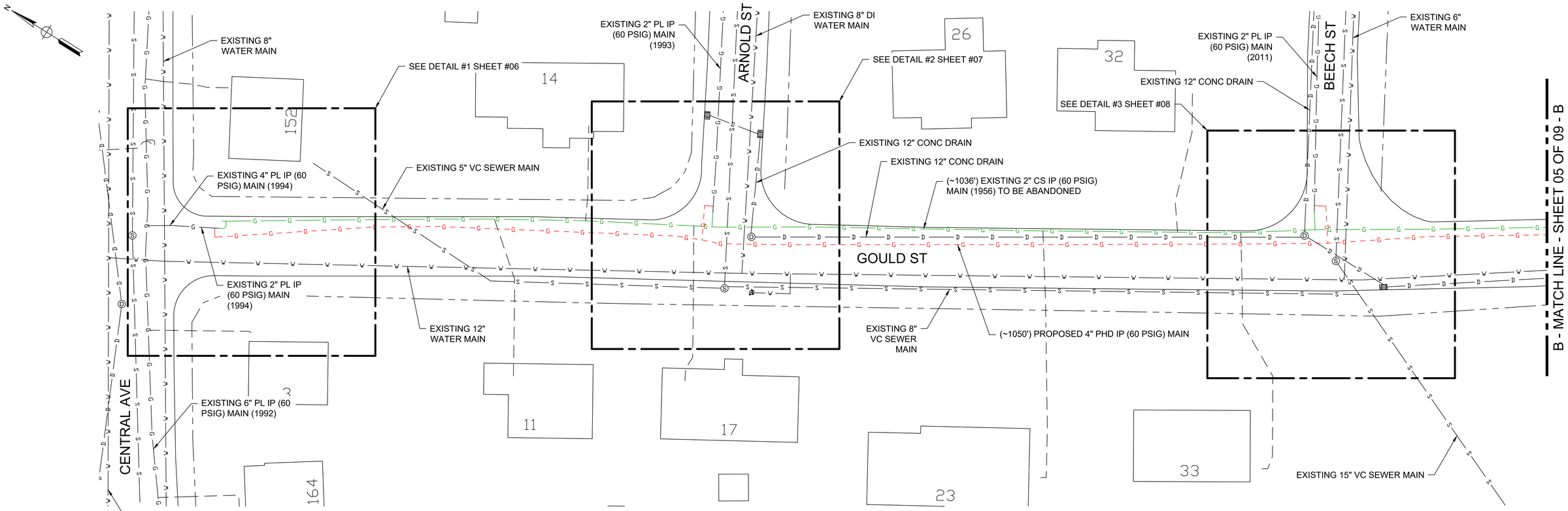

LOCATION PLAN A
SCALE: 1" = 20'

KEY MAP
SCALE: N.T.S.

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
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EVERSOURCE ENERGY

GOULD ST, NEEDHAM, MA
WORK ORDER # 18800941
LOCATION PLAN A

SCALE: AS NOTED — SHEET 04 OF 09

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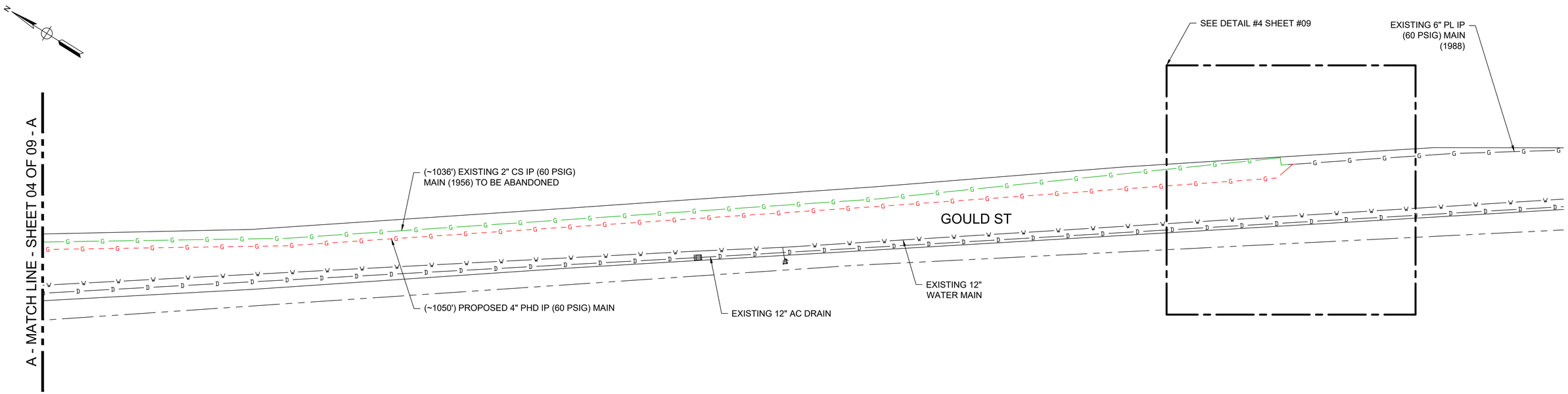

LOCATION PLAN B
SCALE: 1" = 20'

KEY MAP
SCALE: N.T.S.

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No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/16/24	AM/AC

Revision/Status

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WORK ORDER # 18800941
LOCATION PLAN B

SCALE: AS NOTED — SHEET 05 OF 09

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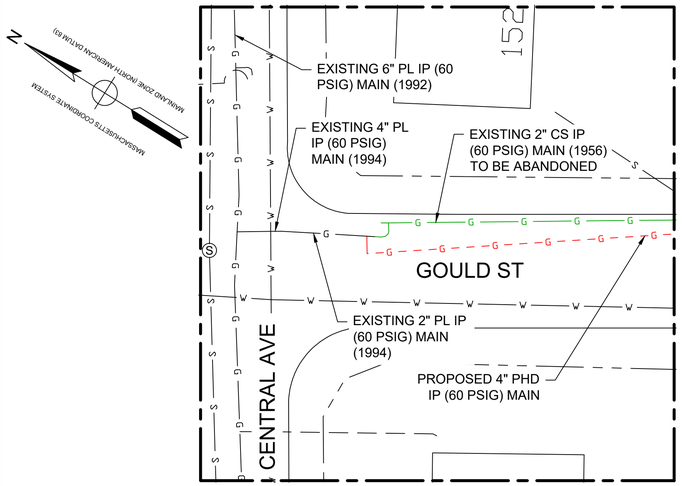


LOCATION #1 - PLAN VIEW

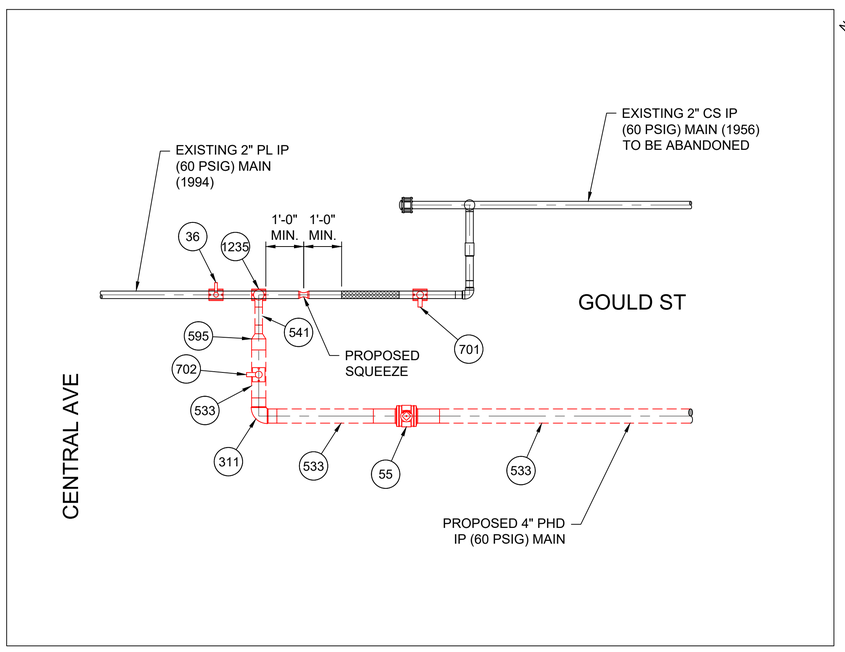
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
55	4"	501002	VALVE,BALL, 4 IN, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING, TO BE USED W/ BRAND SADDLE INST, P100	1	EA
311	4"	545341	ELBOW,PIPE, 90 DEG, 4 IN SDR 11, BUTT WELD ENDS, PLASTIC, P100	1	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
595	4" x 2"	555593	REDUCER,PIPE, 4 X 2 IPS, BUTT ENDS, POLYETHYLENE, P100, SDR11	1	EA
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
702	4" x 1"	560781	TEE,PIPE, NON-BLOWING, 4 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA

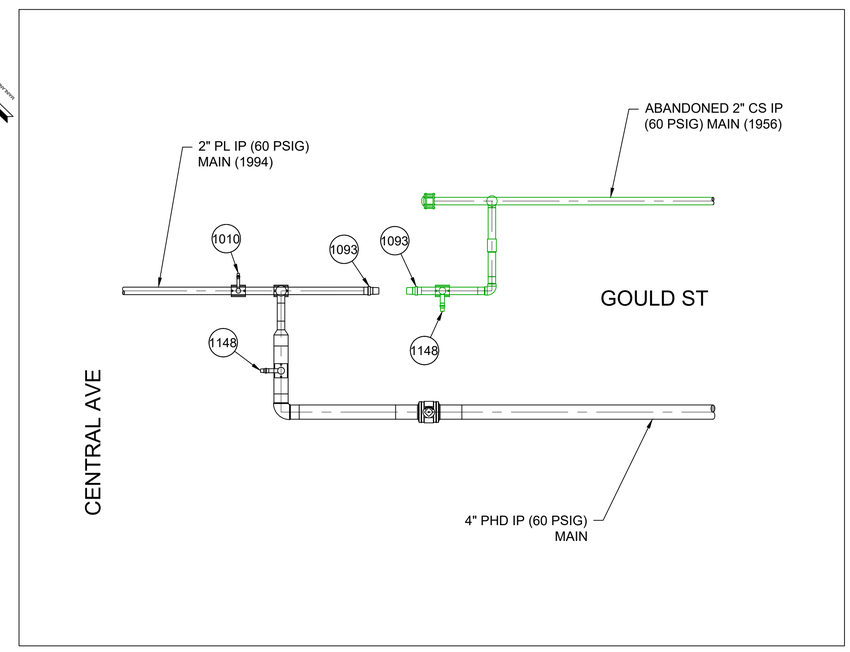
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #1

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #1

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/16/24

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No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/16/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GOULD ST, NEEDHAM, MA

WORK ORDER # 18800941

PREPARATORY AND FINAL DETAILS #1

SCALE: AS NOTED — SHEET 06 OF 09

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AM 10/16/24	AC 10/16/24	MA-HYP-PIP-24-067-06	0

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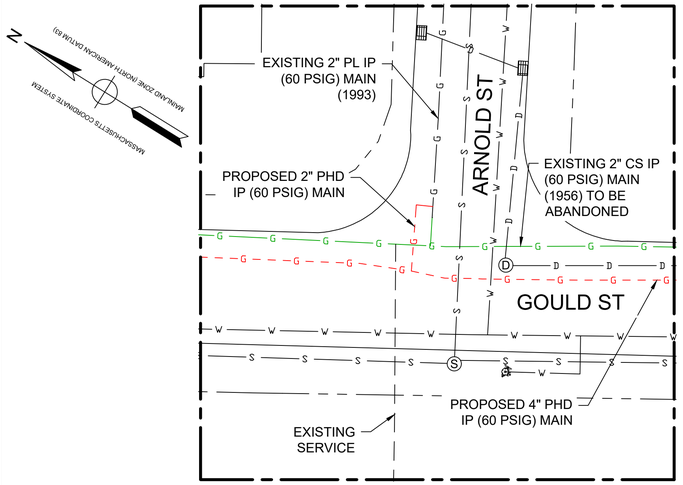


LOCATION #2 - PLAN VIEW

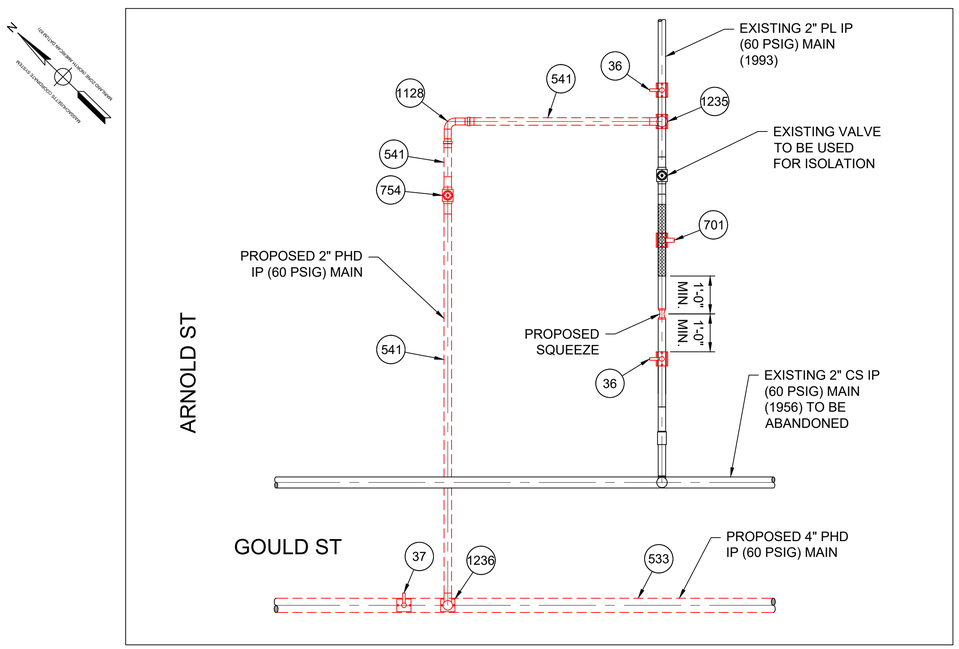
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
37	4" x 1/2"	500867	TEE,PIPE, NON-BLOWING, 4 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100, 1	1	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA
1236	4" x 2"	584304	FITTING,TEE, 4 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577621	1	EA

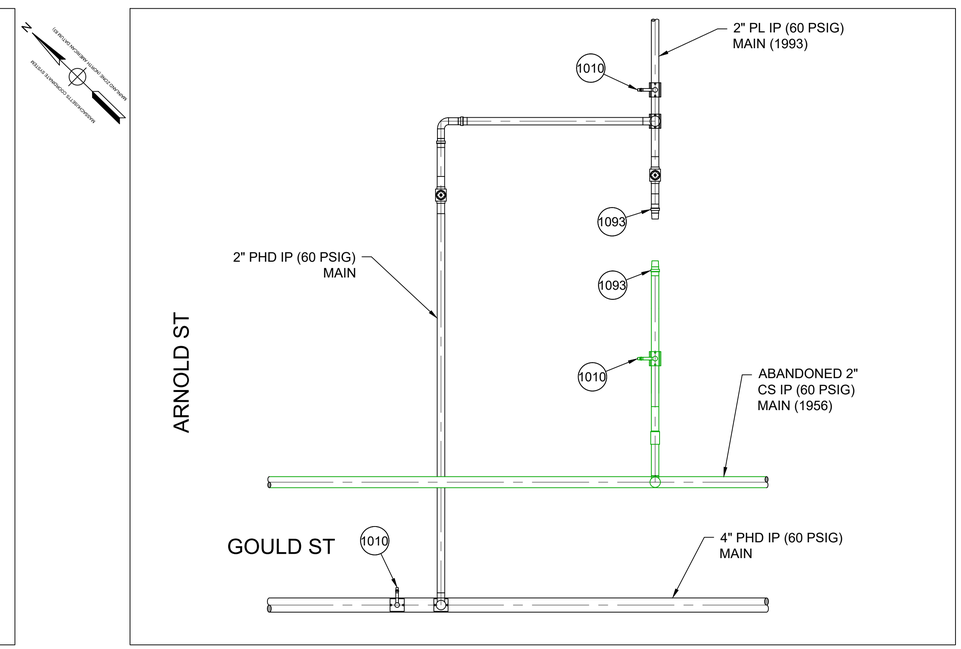
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	3	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA



PREPARATORY DETAIL #2

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #2

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
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10/16/24

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/16/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GOULD ST, NEEDHAM, MA

WORK ORDER # 18800941

PREPARATORY AND FINAL DETAILS #2

SCALE: AS NOTED — SHEET 07 OF 09

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AM 10/16/24	AC 10/16/24	MA-HYP-PIP-24-067-07	0

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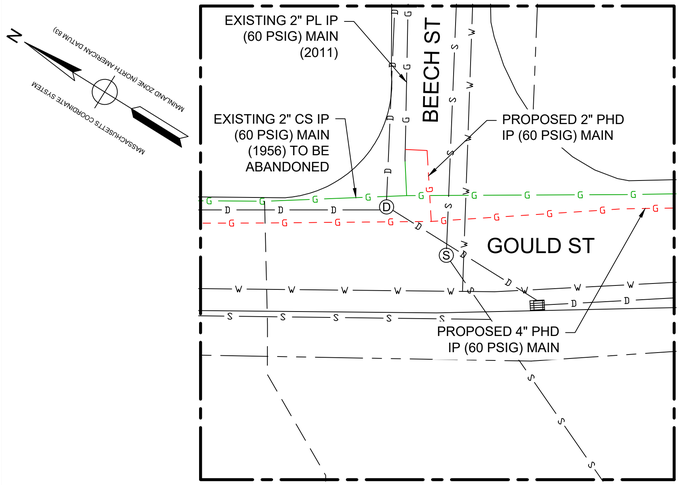


LOCATION #3 - PLAN VIEW

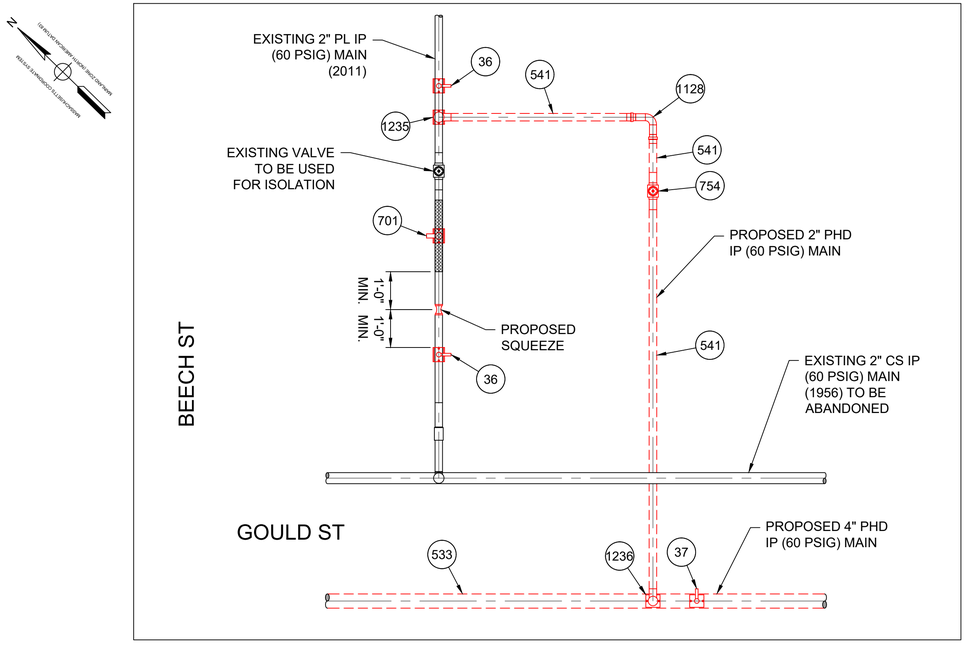
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
37	4" x 1/2"	500867	TEE,PIPE, NON-BLOWING, 4 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100, 1	1	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA
1236	4" x 2"	584304	FITTING,TEE, 4 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577621	1	EA

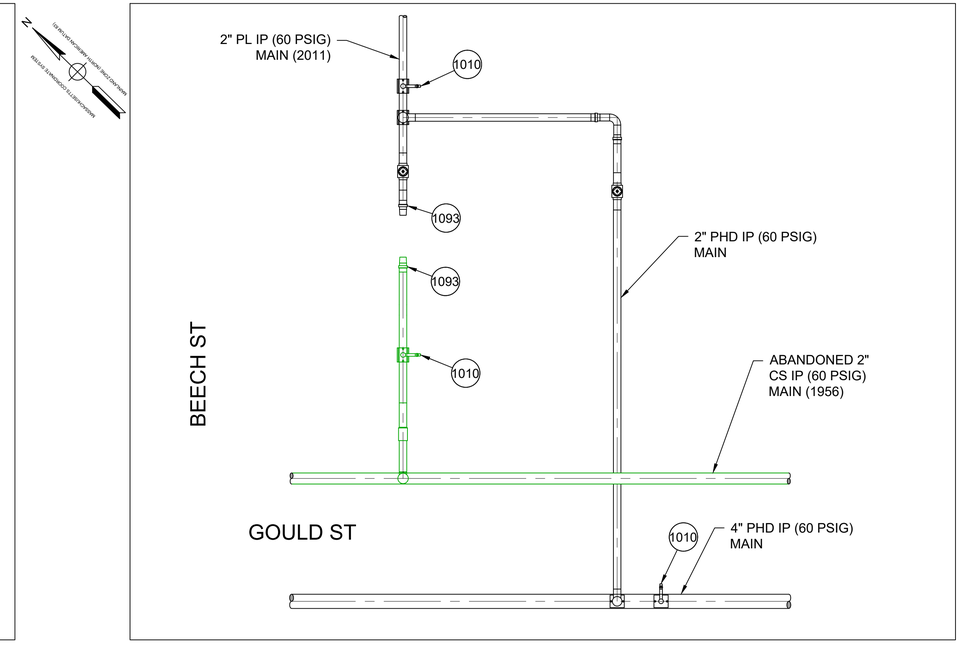
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	3	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA



PREPARATORY DETAIL #3

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #3

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

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Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/16/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GOULD ST, NEEDHAM, MA

WORK ORDER # 18800941

PREPARATORY AND FINAL DETAILS #3

SCALE: AS NOTED — SHEET 08 OF 09

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/16/24	AC 10/16/24	MA-HYP-PIP-24-067-08	0

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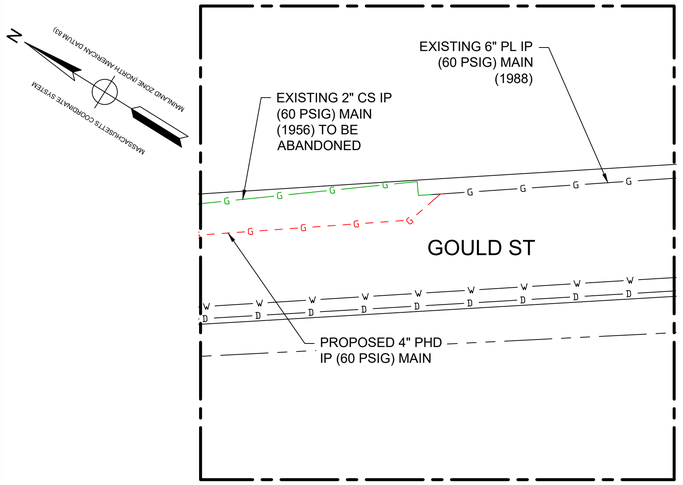
Oct 16, 2024 - 10:23am



LOCATION #4 - PLAN VIEW

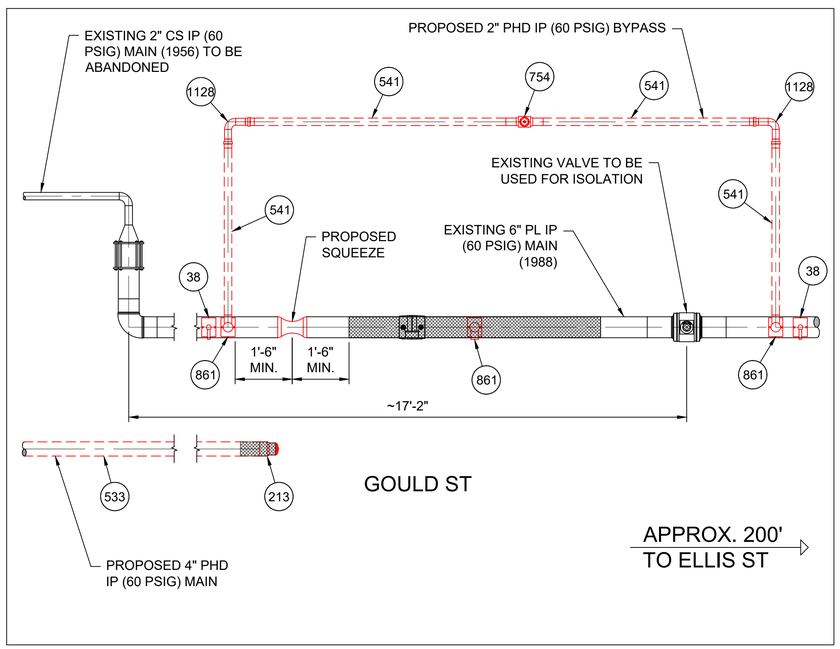
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
38	6" x 1/2"	500869	TEE,PIPE, NON-BLOWING, 6 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
213	4"	542538	CAP,PIPE, 4 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
861	6" x 2"	577622	FITTING,TEE, 6 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, 4.0 MM PINS, NUPI	3	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	2	EA

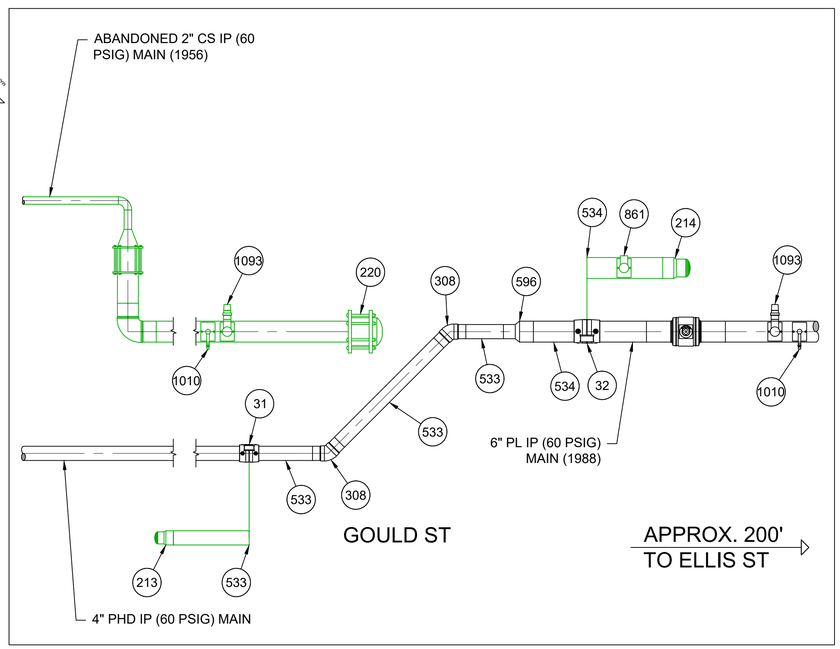
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
31	4"	500855	COUPLING,PIPE, 4 IN IPS, ELECTROFUSION, PLASTIC, P100	1	EA
32	6"	500856	COUPLING,PIPE, 6 IN IPS, ELECTROFUSION, PLASTIC, P100	1	EA
213	4"	542538	CAP,PIPE, 4 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
214	6"	542539	CAP,PIPE, 6 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
220	6"	542547	CAP,PIPE, 6 IN, COMPRESSION END, 150 LB, W/ 1 IN OFF-CENTER VENT, FOR 6.25 IN OD STEEL PIPE	1	EA
308	4"	545338	ELBOW,PIPE, 45 DEG, 4 IN SDR 11, BUTT WELD ENDS, POLYETHYLENE, P100	2	EA
533	4"	554008	PIPE, 4 IN IPS X 0.409 IN THK WALL SDR 11, 4.5 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100, 1200 FT/BUNDLE	40	FT
534	6"	554009	PIPE, 6 IN IPS X 0.602 IN THK WALL SDR 11, 6.625 IN OD, 40 FT LG, POLYETHYLENE, PE3408/PE100	40	FT
596	6" x 4"	555594	REDUCER,PIPE, 6 X 4 IPS, BUTT ENDS, P100, POLYETYLENE, SDR 11	1	EA
861	6" x 2"	577622	FITTING,TEE, 6 IN IPS X 2 IN IPS, HIGH VOLUME ELECTROFUSION TAPPING TEE WITH BUTT FUSION OUTLET, HDPE, BLACK, ASTM F1055, 4.0 MM PINS, NUPI	1	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	2	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA



PREPARATORY DETAIL #4

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #4

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/16/24

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/16/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

GOULD ST, NEEDHAM, MA

WORK ORDER # 18800941

PREPARATORY AND FINAL DETAILS #4

SCALE: AS NOTED — SHEET 09 OF 09

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EVERSOURCE ENERGY

WORK SCOPE

TYPE OF WORK		NUMBER RANGE
GSEP	GAS SYSTEM ENHANCEMENT PLAN	0-299
GNM	GAS NEW MAIN (NEW BUSINESS)	300-399
REL	RELIABILITY	400-499
COMPLEX PROJECTS	REGULATORS, GATE STATIONS, ETC.	500-599
MAINTENANCE	REPAIRS, ETC.	600-

PRINCE ST, NEEDHAM, MA
WORK ORDER #18344382

ISSUED FOR CONSTRUCTION

PROJECT SUMMARY TABLE INSTALLATION INFORMATION

WORK TYPE	LENGTH (FT)	SIZE (IN)	PRESSURE	MATERIAL
INSTALL	3980	2	IP (60 PSIG)	PHD
INSTALLATION TOTAL:				3980'
UPRATE/RETEST TOTAL:				0'

PROJECT SUMMARY TABLE ABANDONMENT INFORMATION

LENGTH (FT)	SIZE (IN)	PRESSURE	MATERIAL	ABANDONMENT CLASS
3742	2	IP (60 PSIG)	BS	GSEP
21	2	IP (60 PSIG)	CS	GSEP
33	UNK	IP (60 PSIG)	UNK	GSEP
137	2	IP (60 PSIG)	PL	GSEP
105	2	IP (60 PSIG)	PL	NON-GSEP
GSEP ABANDONMENT SUBTOTAL:				3933'
NON - GSEP ABANDONMENT SUBTOTAL:				105'
ABANDONMENT TOTAL:				4038'

AFFECTED STREETS:
HARRIS AVE, PRINCE ST, PLYMOUTH RD, WILSHIRE PARK, GREAT PLAIN AVE

SERVICES

REPLACEMENT: 38
TIE OVER: 45
TOTAL SERVICES: 83
METER MOVE OUTS: 8

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Andrew J. Cavallo

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

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EVERSOURCE ENERGY
PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
COVER SHEET

SCALE: 1" = 200'
SHEET 01 OF 18

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GENERAL NOTES:

1. IF ANY OF THE FOLLOWING OCCUR A DRAWING REVISION IS REQUIRED AND MUST BE APPROVED AND/OR STAMPED BY THE ENGINEER OF RECORD. CHANGES CAN BE APPROVED AND/OR STAMPED BY A PROJECT ENGINEER, BUT THE ENGINEER OF RECORD MUST BE INFORMED.

1.1. IF THE TIE IN POINT MOVES TO A DIFFERENT SEGMENT OF PIPE THAN SHOWN.

1.2. IF A CHANGE IN THE LOCATION OF VALVES IS REQUIRED.

1.3. IF THERE IS ANY CHANGE TO WHAT IS SHOWN ON THE DRAWING WITHIN 50 FT OF A PRESSURE REGULATING STATION, DISTRICT REGULATOR, OR GATE STATION.

1.4. IF A CHANGE IN PIPE SIZE, MATERIAL, OR WALL THICKNESS IS REQUIRED.

1.5. ALTERNATE FITTINGS THAT ARE ACCEPTABLE FOR ANY TIE-IN DETAIL WILL BE CALLED OUT IN THE DRAWING. FITTING CHANGES NOT SHOWN AS ALTERNATIVES ON THE DRAWING WILL NEED TO FOLLOW THE DRAWING CHANGE PROCESS CONTAINED IN SECTION V.D.

2. CONSTRUCTION DRAWINGS, LOCATIONS OF EXISTING UTILITIES, UNDERGROUND STRUCTURES AND WORK LOCATIONS ARE BASED ON BEST AVAILABLE INFORMATION BUT HAVE NOT BEEN FIELD VERIFIED.

3. ALL WORK, MATERIAL AND CONSTRUCTION SHALL BE PERFORMED AND COMPLETED IN COMPLIANCE WITH ALL PERMITS AND APPROVALS PER EVERSOURCE, LOCAL, STATE, OSHA AND FEDERAL REGULATIONS AND STANDARDS.

4. ALL LIVE GAS WORK EXCEPT SERVICE SIZE TAPS, INCLUDING BUT NOT LIMITED TO TAPPING OF FITTINGS ON LIVE MAINS, STOPPING, MANIPULATING VALVE, ABANDONMENT, SHALL BE PERFORMED BY, OR AT THE DIRECTION AND UNDER THE DIRECT SUPERVISION OF EVERSOURCE GAS PERSONNEL AND IN ACCORDANCE WITH THE WRITTEN PROCEDURE. DRAWING CHANGES MAY ALSO REQUIRE A CHANGE TO THE PROCEDURE.

5. EXCAVATOR IS REQUIRED TO PROTECT EXISTING UTILITIES, STRUCTURES, LANDSCAPES FEATURES, SIGNAGE, CURBS, ETC. CARE SHOULD BE TAKEN NOT TO DISTURB OR DAMAGE SUCH ITEMS. ROADWAY, SIDEWALKS, AND GRASS DISTURBED SHALL BE RESTORED TO THE SATISFACTION OF THE CITY OR TOWN. PLANT BEDS WILL BE RELOCATED TO THEIR EXISTING REGULAR LOCATION.

6. ALL TRAFFIC CONTROL SHALL CONFORM TO THE LATEST EDITION OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), INCLUDING ALL REVISIONS AND ADDENDA. ALL TRAFFIC CONTROL DEVICES WILL BE SUPPLIED BY EXCAVATOR.

CORROSION PROTECTION NOTES:

1. ALL TEST STATION BOXES SHOULD BE INSTALLED IN A SAFE LOCATION WHERE ONE INDIVIDUAL CAN SAFELY OPEN AND ACCESS THE TEST WIRES. ALL TEST WIRES INSIDE THE BOX SHOULD HAVE ENOUGH SLACK ON THE WIRES SO THEY CAN EXTEND A MINIMUM OF 12" ABOVE GRADE.

2. FOR TYPE A TEST STATIONS, THE TWO WIRES SHOULD BE THERMITE WELDED TO THE COATED STEEL MAIN AND BE THE SAME COLOR. (COUPONS COULD BE ADDED TO THE TEST STATION TYPE).

3. FOR TYPE B TEST STATIONS, EACH OF THE FOUR WIRES SHOULD BE A DIFFERENT COLOR AND DOCUMENTED.

4. FOR TYPE C TEST STATIONS, THE WIRES SHOULD BE THE SAME COLOR ON EACH SIDE OF THE INSULATED COUPLING. (ANODES AND/OR COUPONS COULD BE ADDED TO THIS TEST STATION TYPE).

5. FOR TYPE D TEST STATIONS WHICH ARE AT A CASING, WHITE WIRES ARE NORMALLY INSTALLED ON THE STEEL CASING AND BLACK WIRES ARE INSTALLED ON THE CARRIER PIPE. (ANODES AND/OR COUPONS COULD BE ADDED TO THIS TEST STATION TYPE).

6. FOR TYPE M TEST STATIONS, THE TWO WIRES THERMITE WELDED TO THE CARRIER PIPE SHOULD BE THE SAME COLOR WIRE. THERE IS ALSO MAGNESIUM ANODE(S) WIRE(S) LOCATED INSIDE THE TEST STATION BOX.THE WIRE COLOR (TYPICALLY ORANGE) FOR THE ANODES. IF THE ANODE WIRES ARE SPLICED TO A COMMON ANODE HEADER CABLE, THE ANODE HEADER CABLE SHOULD BE A (WHITE OR RED) DIFFERENT COLOR WIRE THAN THE WIRE THAT WAS THERMITE WELDED TO THE CARRIER PIPE. AT A TYPE M TEST STATION, NO MAGNESIUM ANODES SHOULD BE DIRECTLY THERMITE WELDED TO THE CARRIER PIPE OR IN CONTACT WITH THE CARRIER PIPE. THE ANODE HEADER WIRE OR INDIVIDUAL ANODE WIRES SHOULD TERMINATE INSIDE THE TEST STATION BOX. ANODES SHOULD BE SPACED A MINIMUM OF 5' ON CENTER FROM EACH OTHER AND A MINIMUM OF 12" AWAY AND BELOW THE BOTTOM OF THE STEEL MAIN.

7. IF COUPONS ARE TO BE INSTALLED , FIRST REMOVE THE PROTECTIVE LABEL COVERING THE STEEL COUPON AND THE RED STICKERS COVERING EACH SENSING PORT. CLEAN THE ENTIRE STEEL COUPON SURFACE WITH ALCOHOL TO REMOVE THE CORROSION INHIBITOR .PLACE THE COUPON ASSEMBLY APPROXIMATELY 12" FROM THE GAS MAIN BEING MONITORED WITH THE SENSING PORTS FACING THE GAS MAIN. THE COUPON ASSEMBLY SHOULD BE LOCATED ADJACENT TO THE BOTTOM PORTION OF THE GAS MAIN, ANYWHERE BETWEEN 3 O'CLOCK AND 9 O'CLOCK. THE SOIL BETWEEN THE COUPON AND THE MAIN SHOULD BE WELL COMPACTED AND CONTAIN NO ROCKS LARGER THAN A CENTIMETER IN DIAMETER OR FOREIGN MATERIAL.

8. ONE (1) 3# ANODE (MINIMUM) SHALL BE INSTALLED TO PROTECT THE CLAMPS ON EACH 10-FOOT SPAN OF PIPE. EACH 10-FOOT SPAN OF PIPE MUST BE A CONTINUOUS SECTION OF STEEL. CLAMPS ON NON-CONTINUOUS SECTIONS OF STEEL EVEN IF THEY ARE WITHIN 10 FEET OF EACH CANNOT BE PROTECTED BY THE SAME ANODE.

9. REFER TO CONSTRUCTION STANDARD CS-500 SECTION IV.G WHICH PROVIDES GENERAL GUIDANCE REGARDING “WRAPPING” FOR CORROSION PROTECTION. CS-500 SECTION IV.G.5. DESCRIBES THE BASIC STEPS REQUIRED TO WRAP LEAK REPAIR CLAMPS.

10. CORROSION PROTECTION INFORMATION, AS INCLUDED WITHIN THIS DESIGN PACKAGE, HAS BEEN REVIEWED BY THE ENGINEER OF RECORD FOR CONFORMANCE WITH EVERSOURCE PROVIDED STANDARD CORROSION DETAILS; CORROSION PROTECTION DESIGN BY OTHERS.

VALVE AND MATERIAL LIST

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
30	2"	500854	COUPLING, 2 IN IPS, ELECTROFUSION, PLASTIC,P100	2	EA
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	5	EA
231	2"	542572	CAP,PIPE, 2 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	4	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	3980	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	9	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	4	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	5	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	8	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	8	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	9	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	4	EA
1510	3/4" x 1"	602168	FITTING,TEE, STYLE 90 TAP-N-VALVE, 3/4" × 1" IPS SDR 11, 1/4" PUNCH, STEEL, 150 PSIG, WELDED INLET X UNIVERSAL STYLE 90 OUTLET	1	EA

* NOTE:
1. ADDITIONAL ELBOWS MAY BE REQUIRED FOR OFFSETS IN THE FIELD
2. ALL MATERIALS SHALL BE INSTALLED IN COMPLIANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.
3. ALL MECHANICAL FITTINGS SHOULD BE RESTRAINING IF LEFT ON A LIVE MAIN. CONFIRM PRODUCT DESCRIPTION FROM VENDOR; IF ONLY NON-RESTRAINING FITTINGS ARE AVAILABLE, CONTACT THE ENGINEER OF RECORD FOR ADDITIONAL REVIEW
4. EXISTING PLASTIC PIPE CHARACTERISTICS (SDR AND IPS/CTS) ARE UNKNOWN AND ASSUMED. PLASTIC FITTINGS MUST BE CHOSEN BASED ON THE CHARACTERISTICS OF THE PLASTIC PIPE WHEN PIPE IS EXPOSED DURING CONSTRUCTION.

COMMONWEALTH OF MASSACHUSETTS
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

NOTES

SCALE: NOT TO SCALE — SHEET 02 OF 18

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AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-02	0

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DRAWING LEGEND

E UP# XX	MANHOLE
	UTILITY POLE
	CATCH BASIN
	HYDRANT
	INSIDE METER
	OUTSIDE METER
	LIGHT POLE
E	ELECTRIC MANHOLE
T	TELEPHONE MANHOLE

	REGULATING STATION 50' BOUNDARY
G G	EXISTING GAS MAIN
G G	PROPOSED GAS MAIN
G G	GAS MAIN TO BE ABANDONED
G G	GAS MAIN WITH SERVICE TRANSFERS
G G	GAS MAIN WITH PRESSURE INCREASE
	RIGHT-OF-WAY
E E	ELECTRIC
W W	WATER LINE
S S	SEWER LINE
T T	TELEPHONE
D D	DRAIN LINE
X X X X X X X X X X X X	FENCE LINE

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
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EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

LEGEND

SCALE: NOT TO SCALE

SHEET 03 OF 18

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AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-03	0

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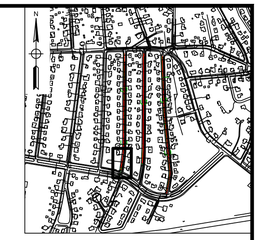

KEY MAP
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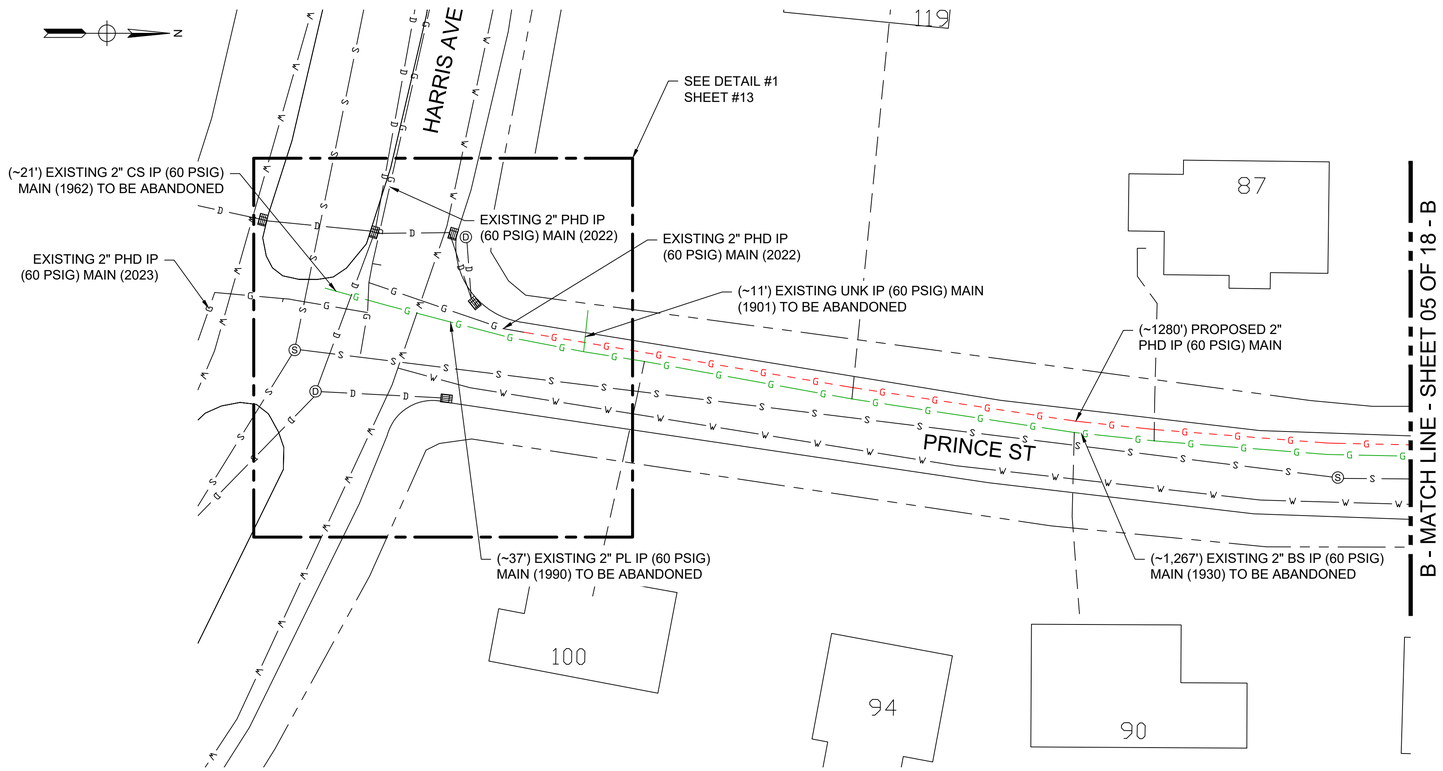

LOCATION PLAN A
SCALE: 1" = 20'

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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10/15/24
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FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

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EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
LOCATION PLAN A

SCALE: AS NOTED — SHEET 04 OF 18

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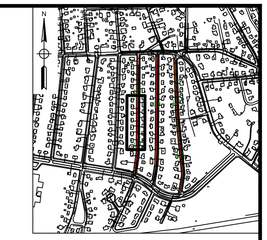
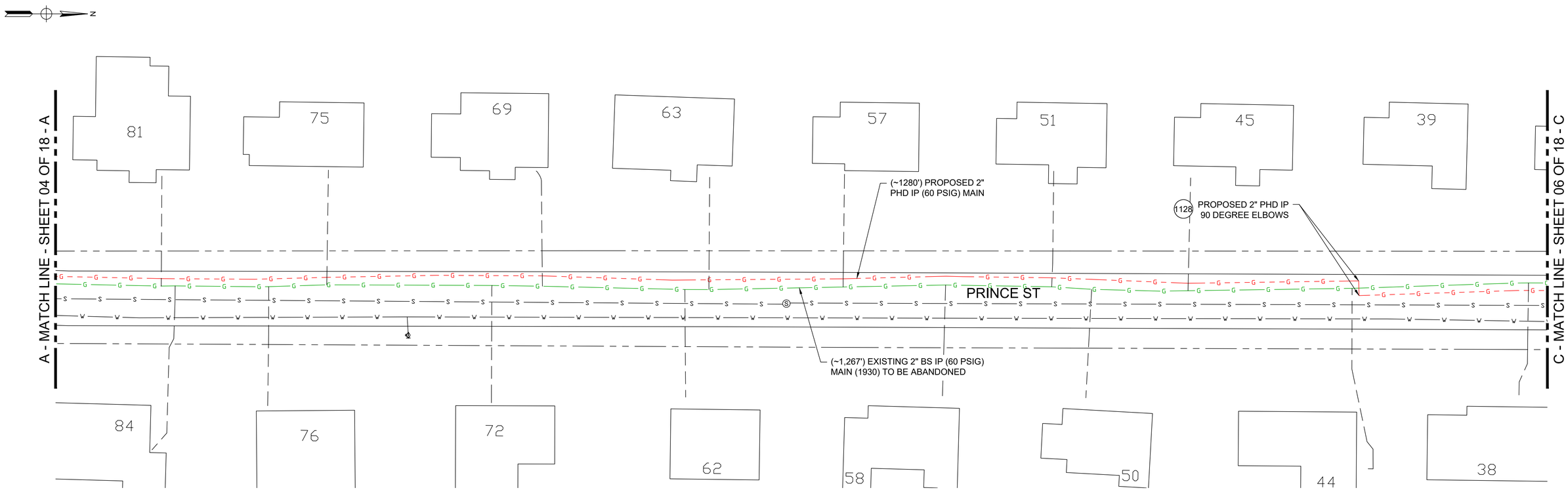


KEY MAP
SCALE: N.T.S.



LOCATION PLAN B
SCALE: 1" = 20'

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
LOCATION PLAN B

SCALE: AS NOTED — SHEET 05 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-05	0

MA-HYP-PIP-25-036.dwg

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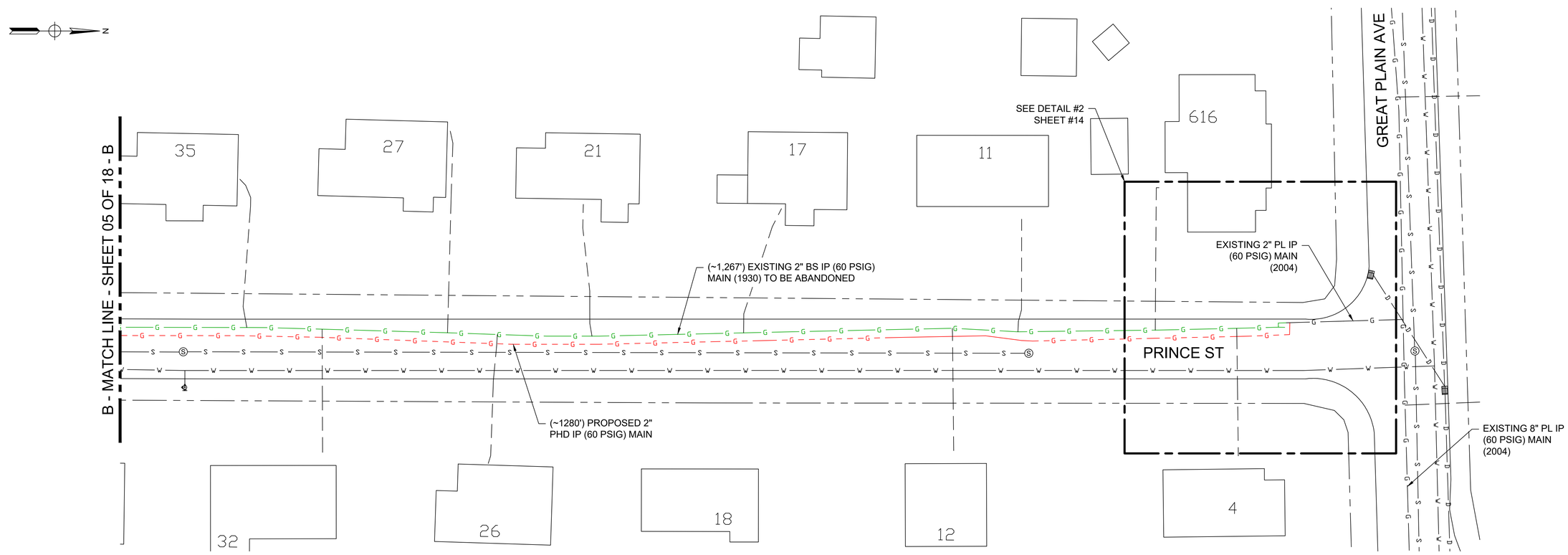
Oct 15, 2024 - 8:12am

KEY MAP
SCALE: N.T.S.



LOCATION PLAN C
SCALE: 1" = 20'

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24
Andrew J. Cavallo

BL Companies
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Land Surveying

FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
LOCATION PLAN C

SCALE: AS NOTED — SHEET 06 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-06	0

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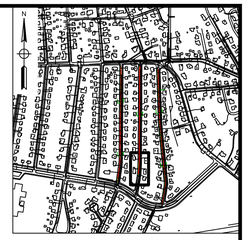

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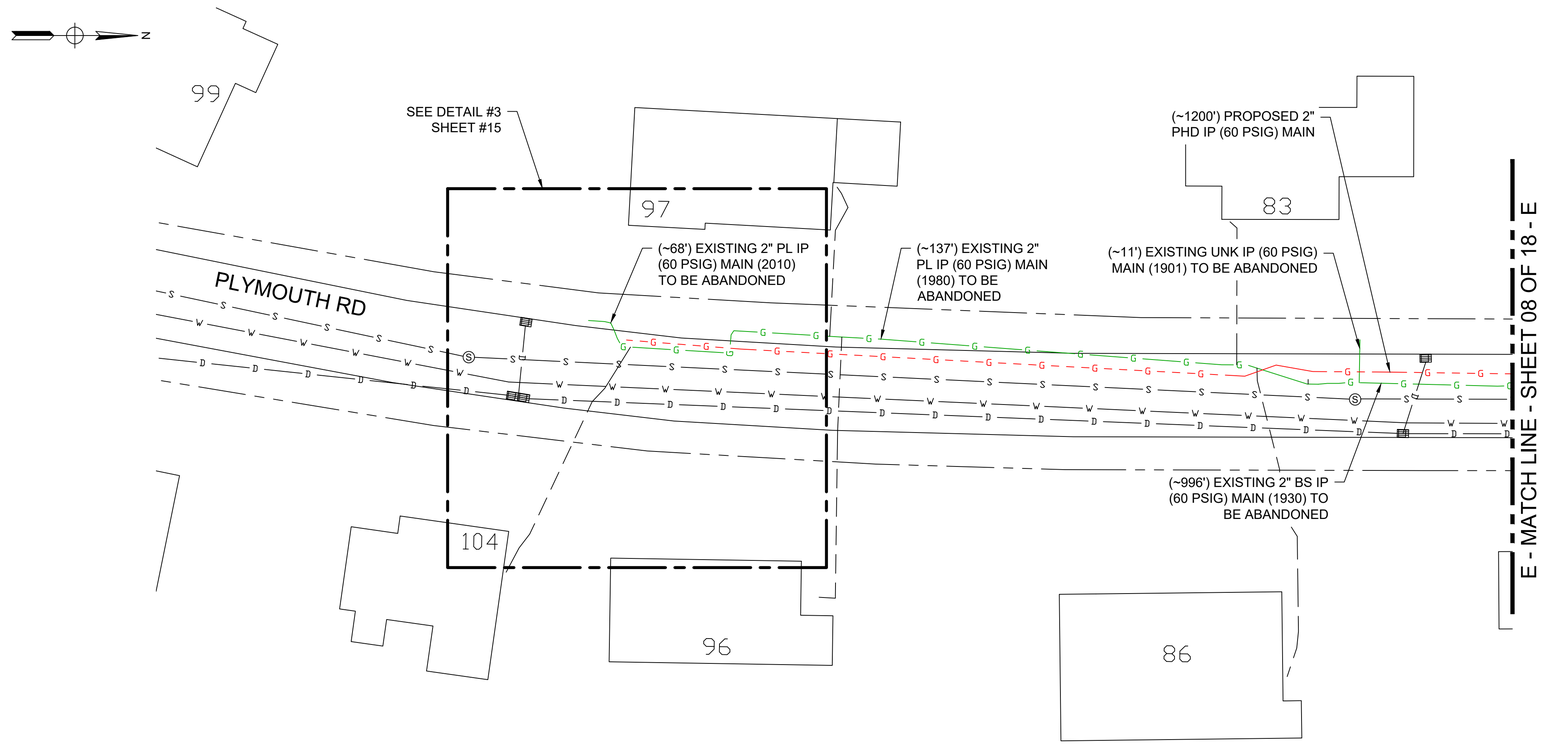

LOCATION PLAN D
SCALE: 1" = 20'

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24

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FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
LOCATION PLAN D

SCALE: AS NOTED — SHEET 07 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-07	0

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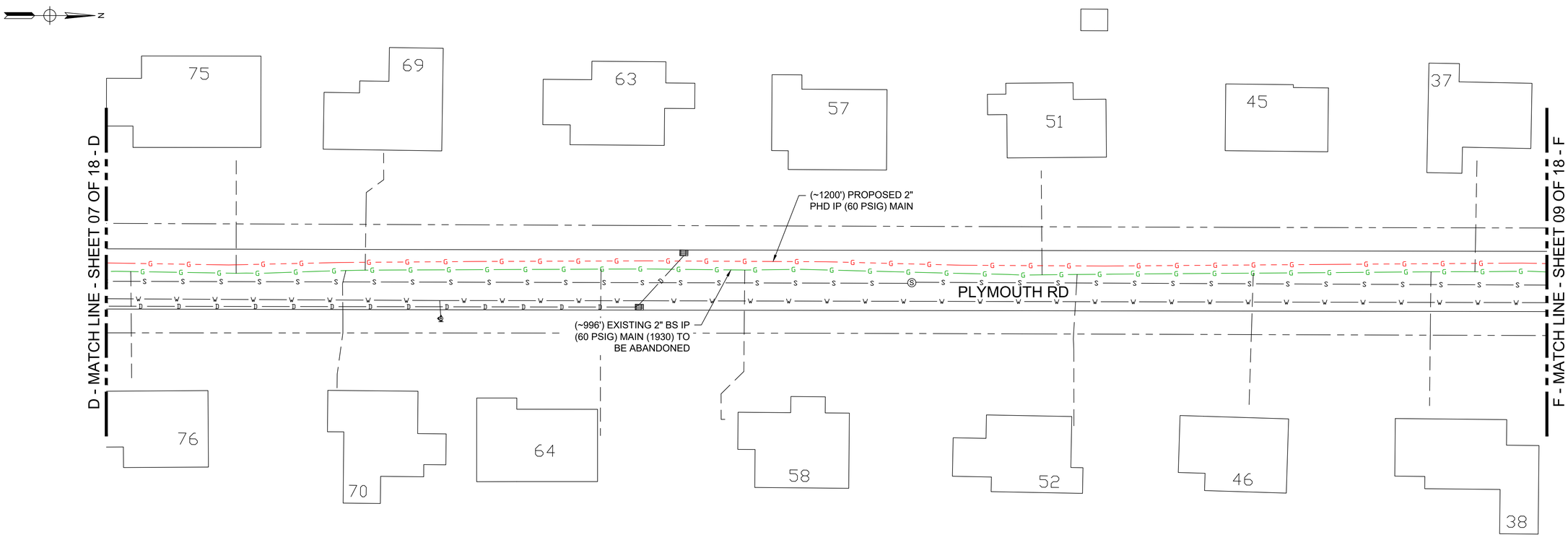
Oct 15, 2024 - 8:12am

KEY MAP
SCALE: N.T.S.



LOCATION PLAN E
SCALE: 1" = 20'

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
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10/15/24
Andrew J. Cavallo

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
LOCATION PLAN E

SCALE: AS NOTED — SHEET 08 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-08	0

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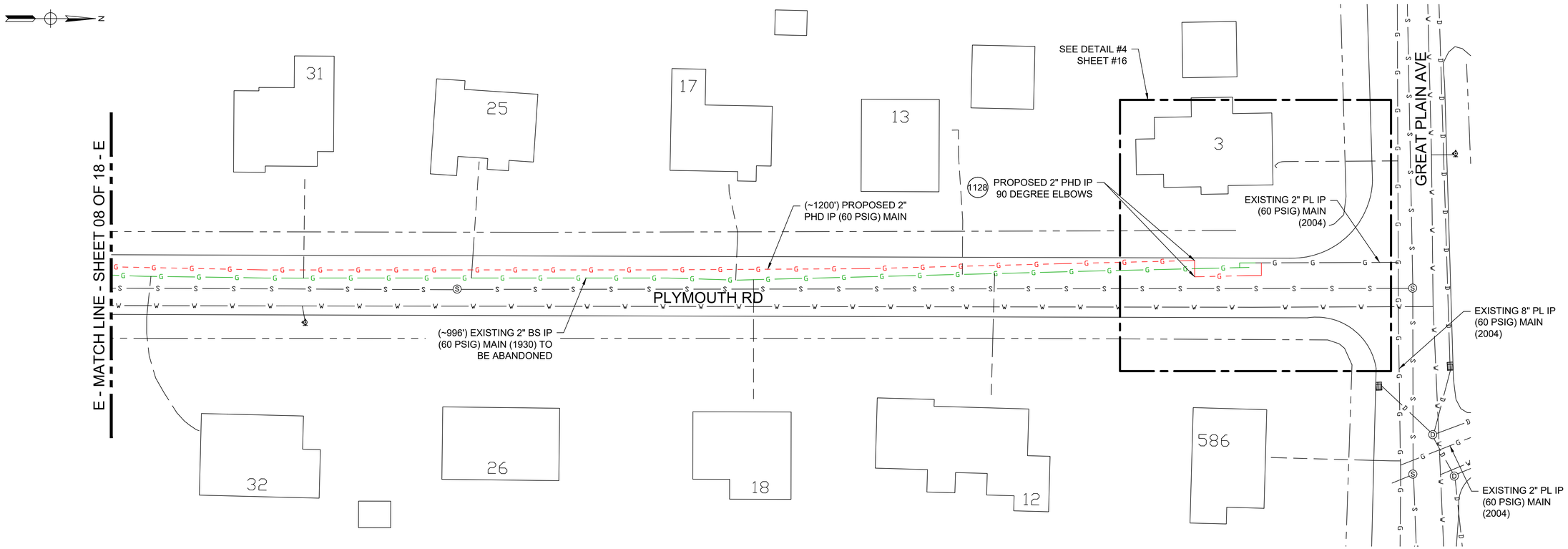
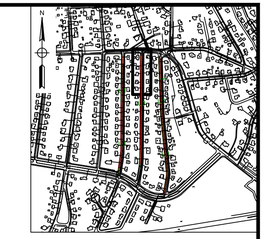


LOCATION PLAN F
SCALE: 1" = 20'



KEY MAP
SCALE: N.T.S.

ISSUED FOR CONSTRUCTION

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24
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FIELD VERIFY DIMENSIONS
PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

LOCATION PLAN F

SCALE: AS NOTED — SHEET 09 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-09	0

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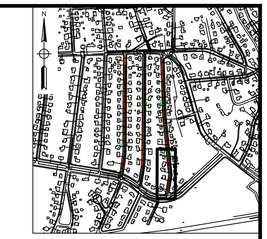
Oct 15, 2024 - 8:12am



KEY MAP
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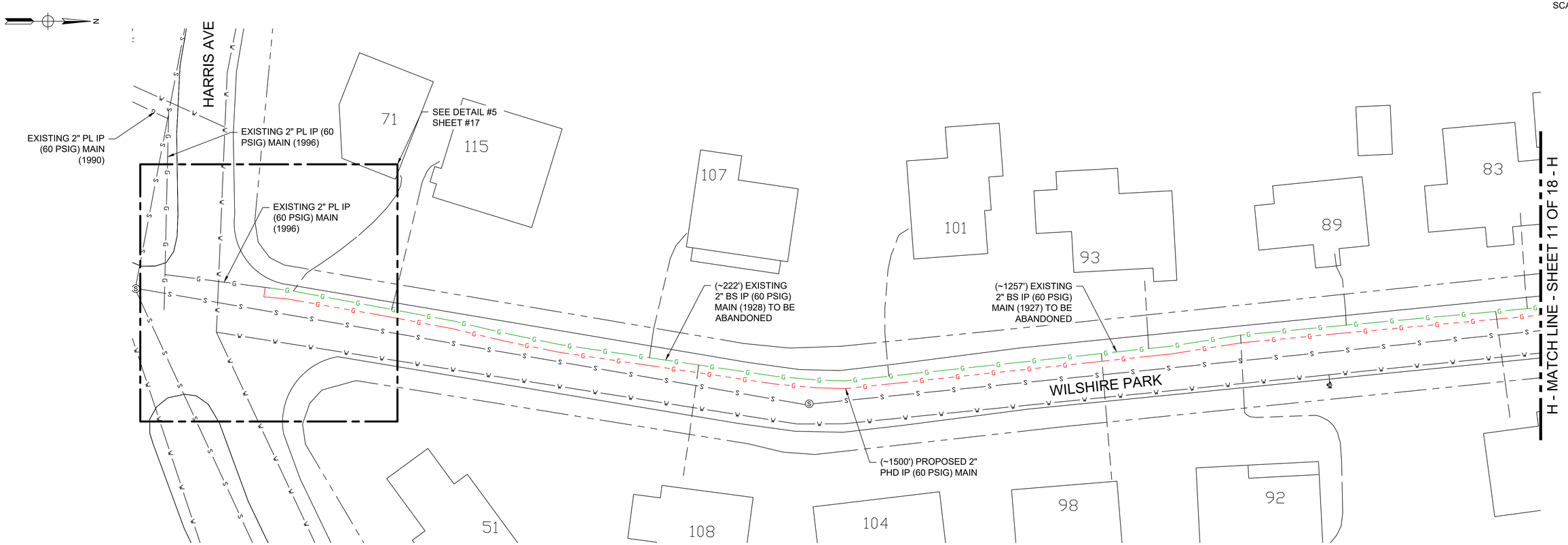

LOCATION PLAN G
SCALE: 1" = 20'

ISSUED FOR CONSTRUCTION

ANDREW JOSEPH CAVALLO MECHANICAL No. 54294 REGISTERED PROFESSIONAL ENGINEER COMMONWEALTH OF MASSACHUSETTS
10/15/24
Andrew J. Cavallo

BL Companies
Architecture
Engineering
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
LOCATION PLAN G

SCALE: AS NOTED — SHEET 10 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-10	0

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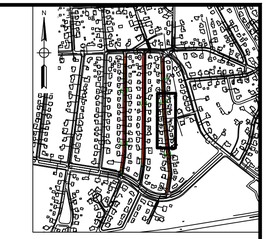
Oct 15, 2024 - 8:12am



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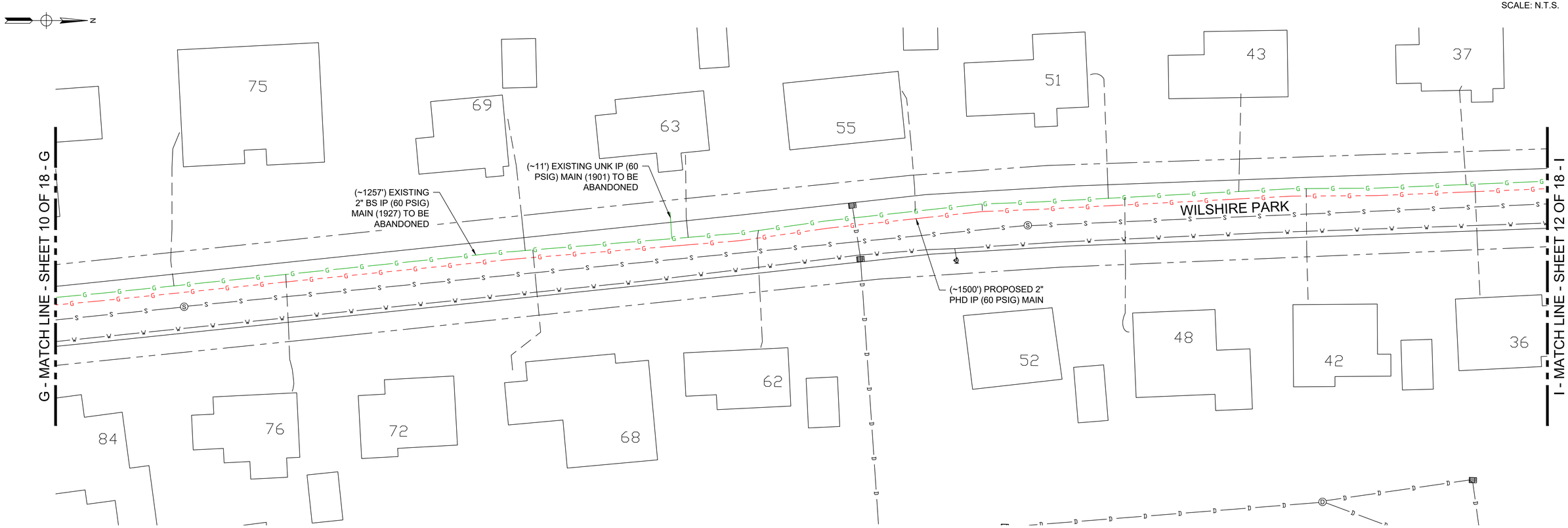

LOCATION PLAN H
SCALE: 1" = 20'

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24
Andrew J. Cavallo

BL Companies
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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

EVERSOURCE ENERGY
PRINCE ST, NEEDHAM, MA
WORK ORDER # 18344382
LOCATION PLAN H

SCALE: AS NOTED
SHEET 11 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-11	0

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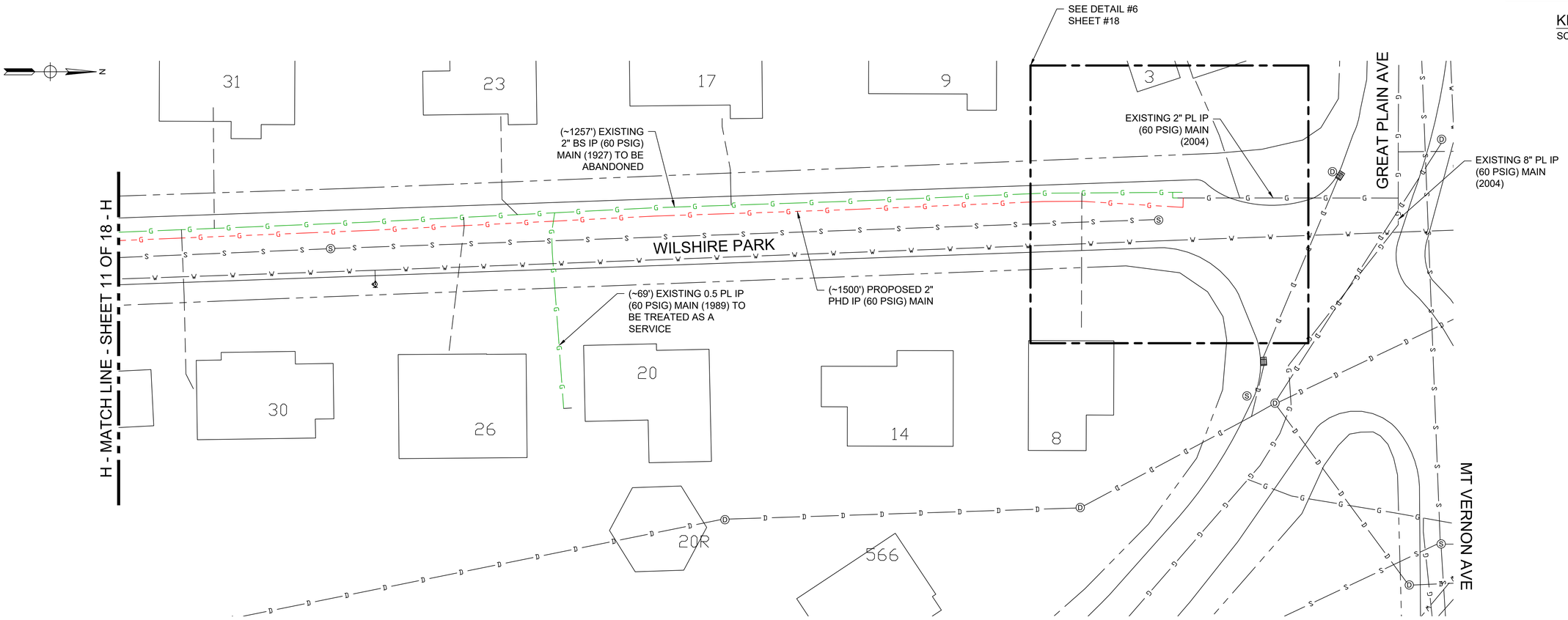
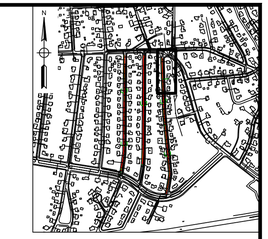


LOCATION PLAN I
SCALE: 1" = 20'



KEY MAP
SCALE: N.T.S.

ISSUED FOR CONSTRUCTION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

LOCATION PLAN I

SCALE: AS NOTED — SHEET 12 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-12	0

COMMONWEALTH OF MASSACHUSETTS — ANDREW JOSEPH CAVALLO — MECHANICAL — No. 54294 — REGISTERED PROFESSIONAL ENGINEER — 10/15/24

Andrew J. Cavallo

BL Companies — Architecture Engineering Environmental Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

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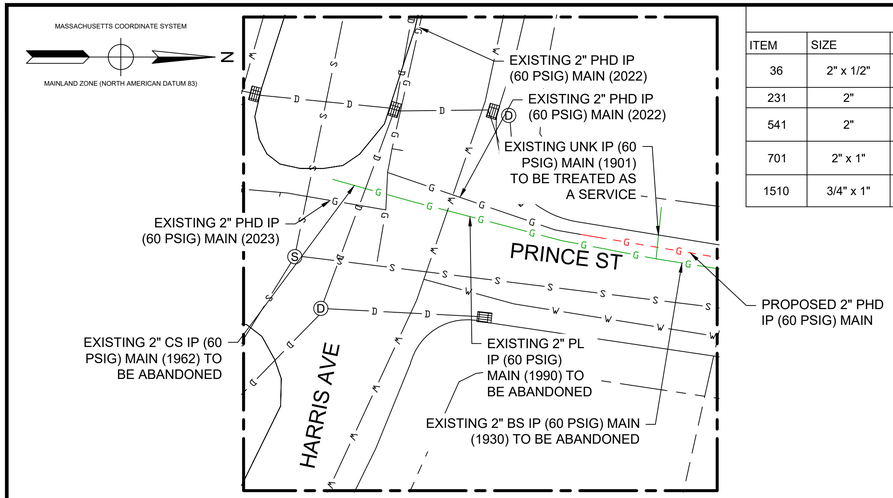


LOCATION #1 - PLAN VIEW

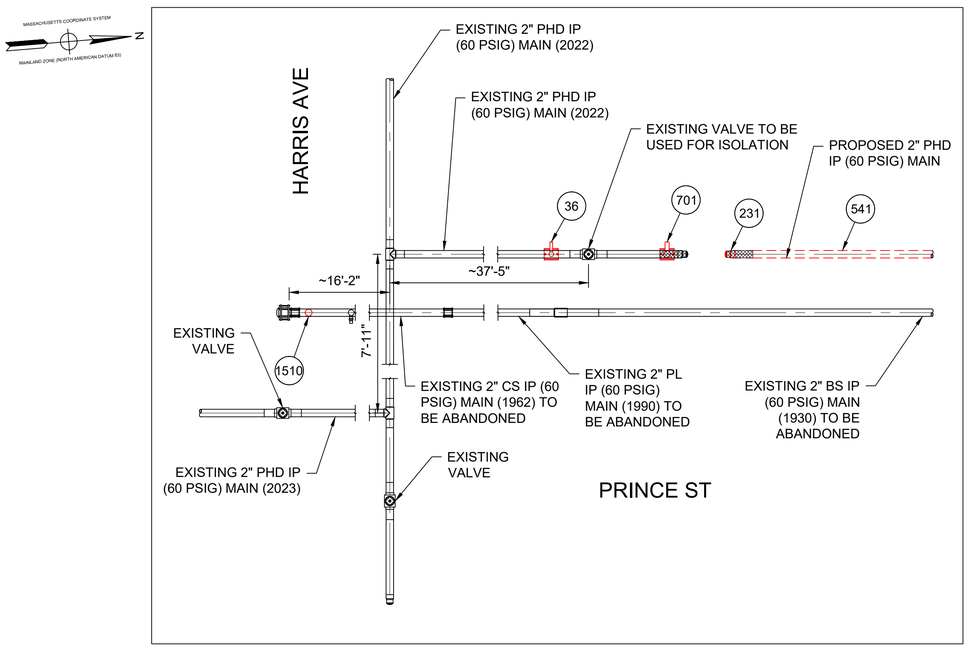
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
231	2"	542572	CAP,PIPE, 2 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
1510	3/4" x 1"	602168	FITTING,TEE, STYLE 90 TAP-N-VALVE, 3/4" × 1" IPS SDR 11, 1/4" PUNCH, STEEL, 150 PSIG, WELDED INLET X UNIVERSAL STYLE 90 OUTLET	1	EA

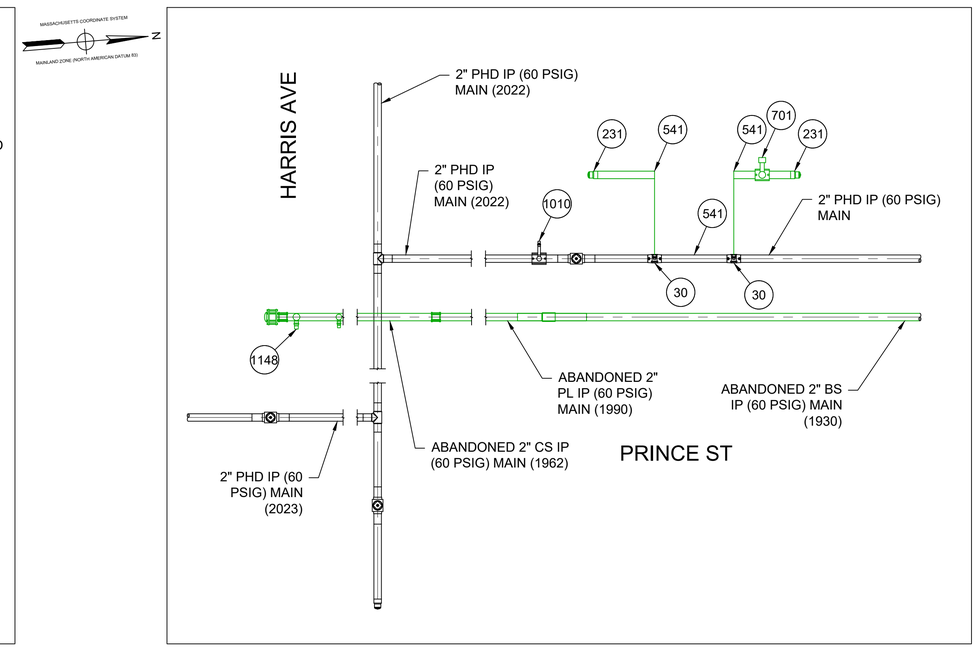
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
30	2"	500854	COUPLING, 2 IN IPS, ELECTROFUSION, PLASTIC,P100	2	EA
231	2"	542572	CAP,PIPE, 2 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	2	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	1	EA



PREPARATORY DETAIL #1

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #1

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS — ANDREW JOSEPH CAVALLO — MECHANICAL — No. 54294 — REGISTERED PROFESSIONAL ENGINEER — 10/15/24

Architecture Engineering Environmental Land Surveying
BL Companies

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

PREPARATORY AND FINAL DETAILS #1

SCALE: AS NOTED — SHEET 13 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-13	0

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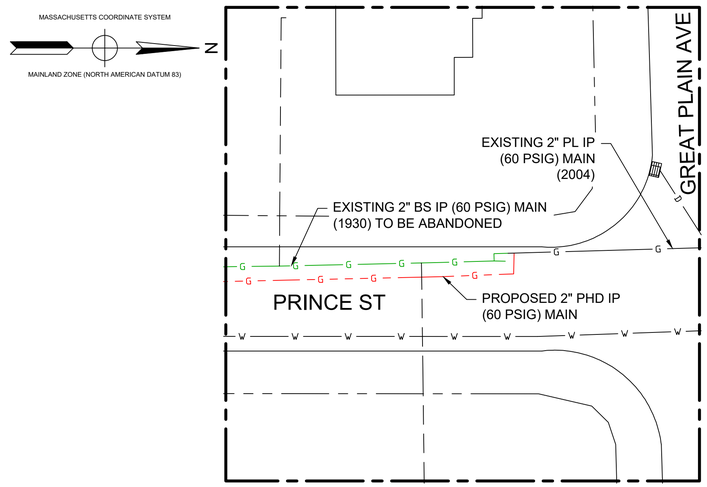


LOCATION #2 - PLAN VIEW

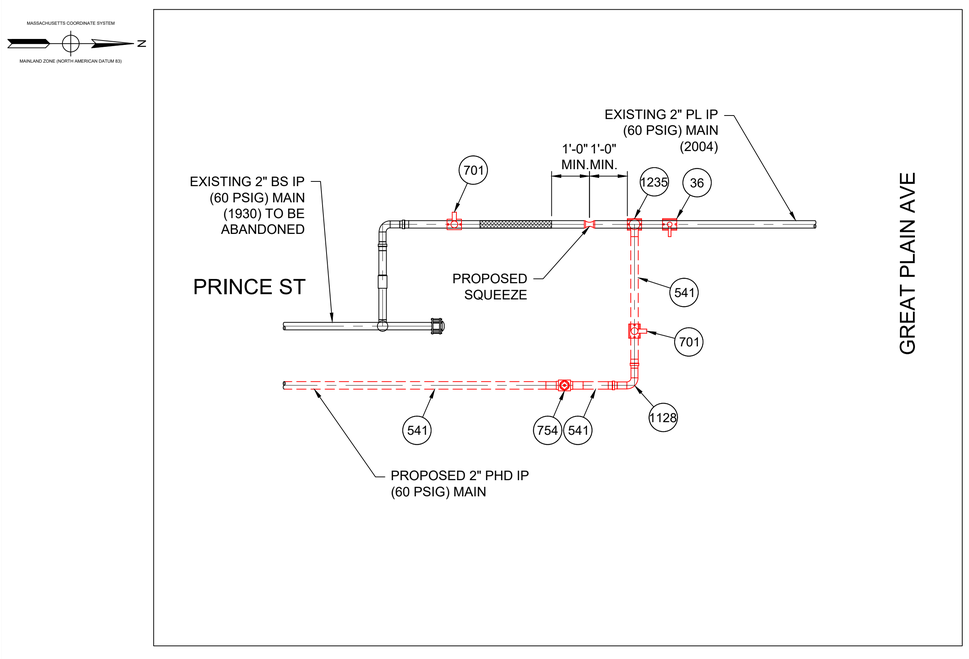
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA

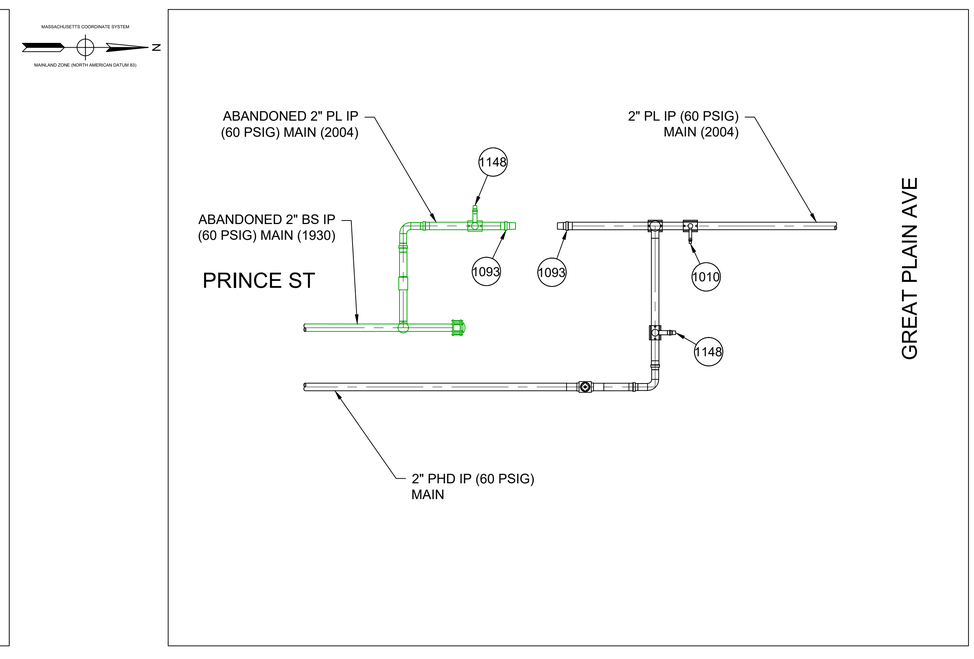
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #2

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #2

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24
Andrew J. Cavallo

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FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

PREPARATORY AND FINAL DETAILS #2

SCALE: AS NOTED — SHEET 14 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-14	0

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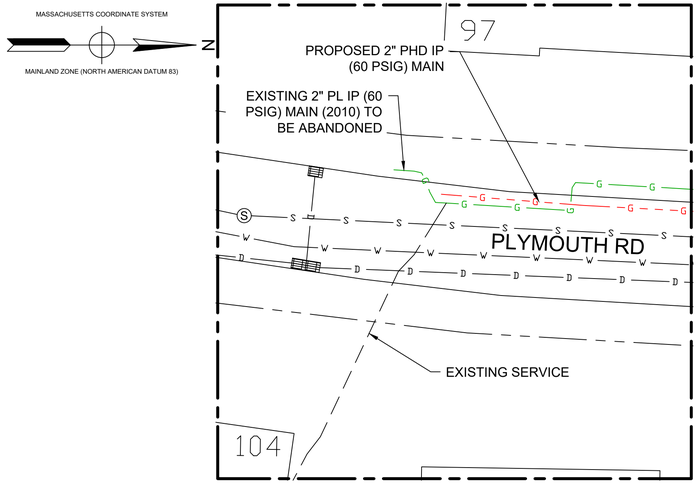
Oct 15, 2024 - 8:13am



LOCATION #3 - PLAN VIEW

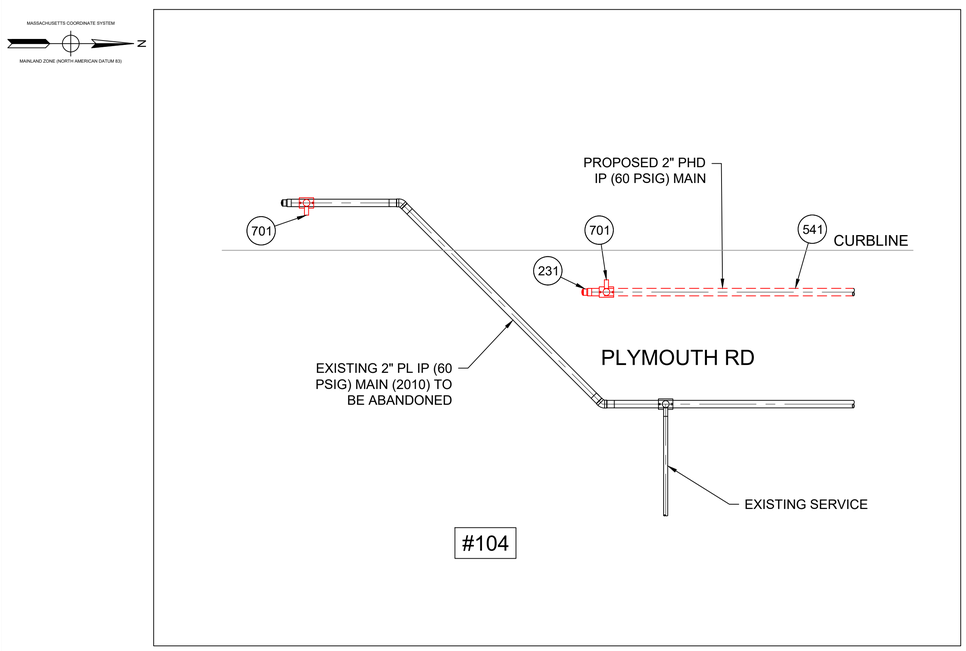
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
231	2"	542572	CAP,PIPE, 2 IN IPS SDR 11, BUTT END, POLYETHYLENE, P100	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA

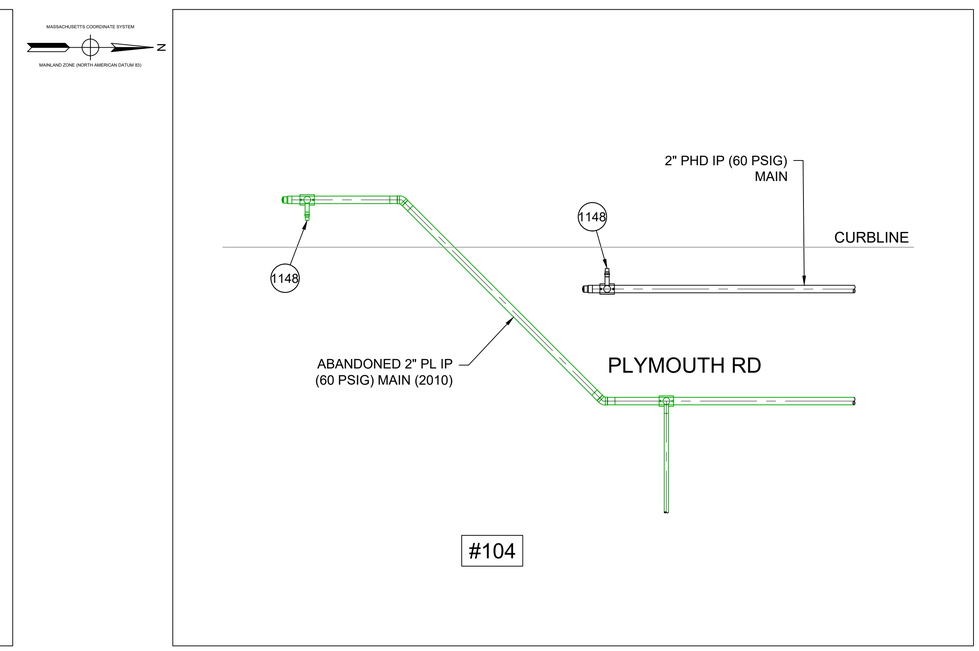
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #3

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #3

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24
Andrew J. Cavallo

BL Companies
Architecture
Engineering
Environmental
Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

PREPARATORY AND FINAL DETAILS #3

SCALE: AS NOTED — SHEET 15 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-15	0

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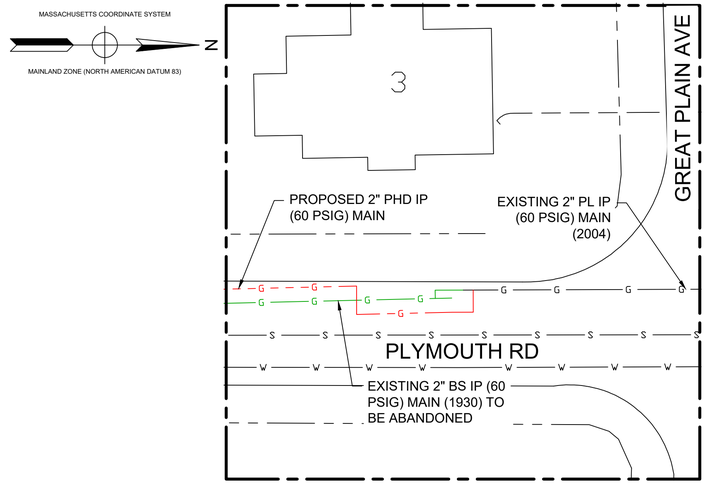
Oct 15, 2024 - 8:13am



LOCATION #4 - PLAN VIEW

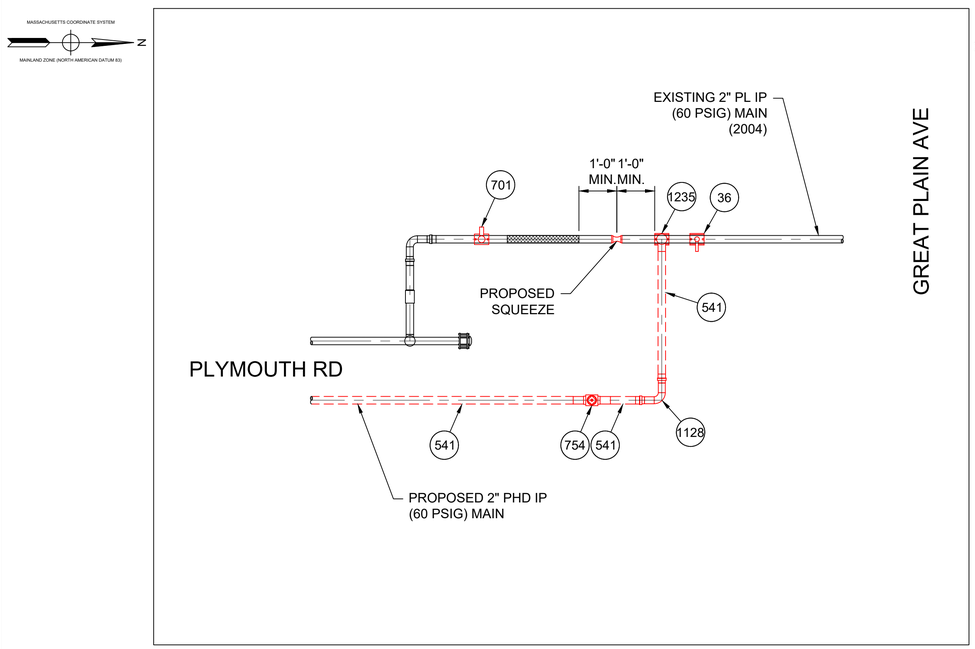
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA

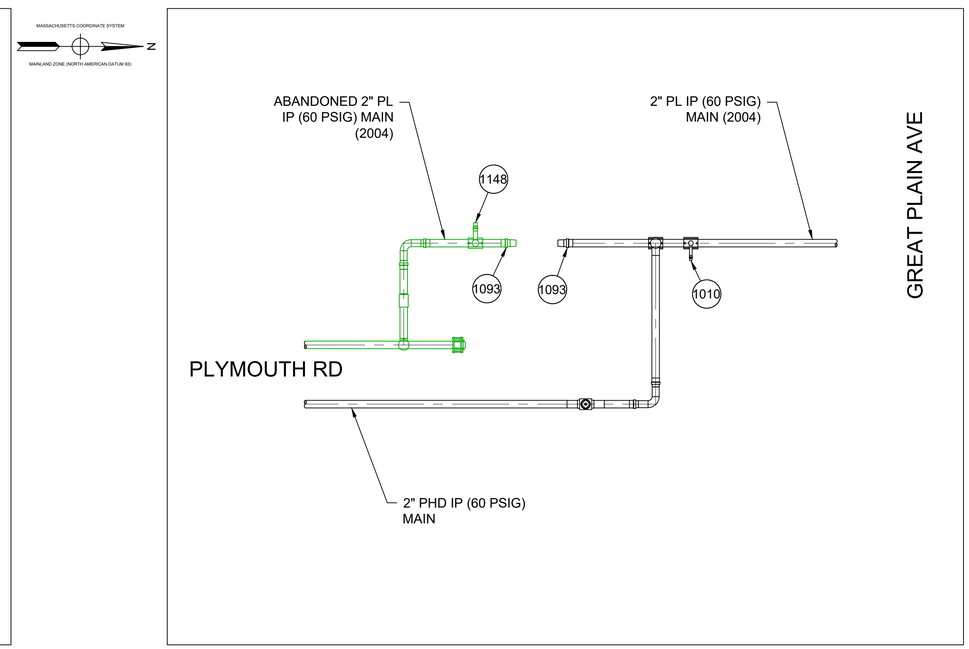
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	1	EA



PREPARATORY DETAIL #4

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #4

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24
Andrew J. Cavallo

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Environmental
Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

PREPARATORY AND FINAL DETAILS #4

SCALE: AS NOTED — SHEET 16 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-16	0

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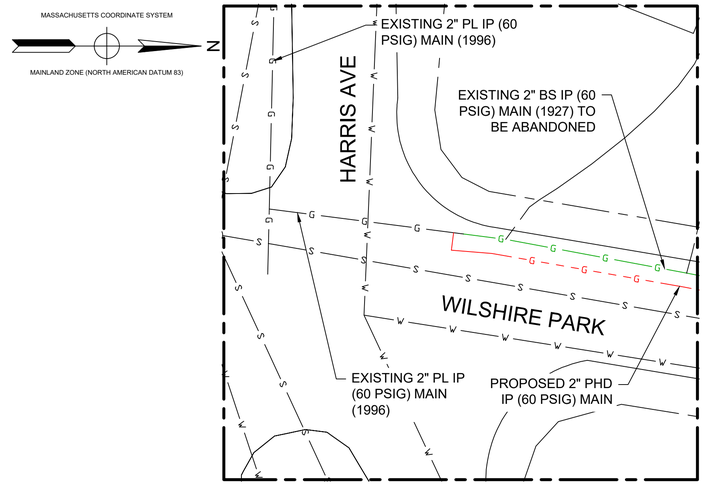
Oct 15, 2024 - 8:13am



LOCATION #5 - PLAN VIEW

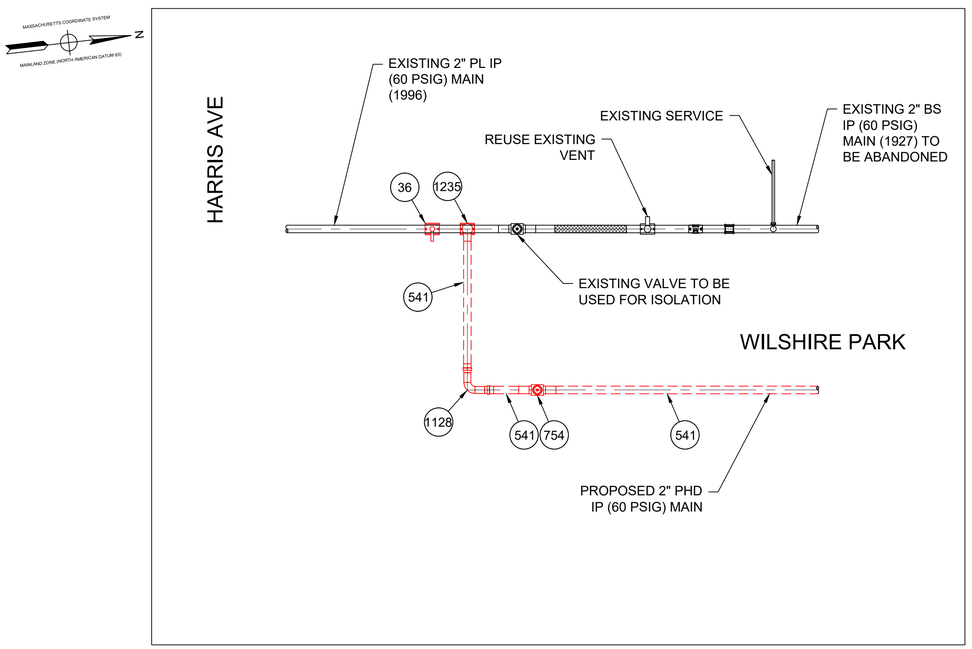
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA

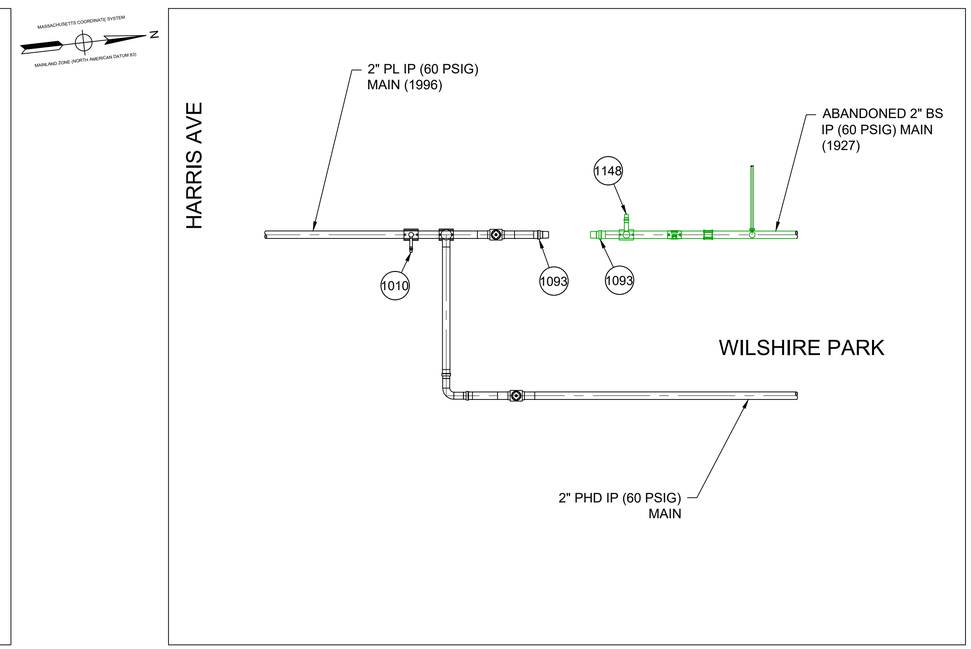
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	1	EA



PREPARATORY DETAIL #5

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #5

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
- PROPOSED FITTING

ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
ANDREW JOSEPH CAVALLO
MECHANICAL
No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24

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Architecture
Engineering
Environmental
Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

PREPARATORY AND FINAL DETAILS #5

SCALE: AS NOTED — SHEET 17 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-17	0

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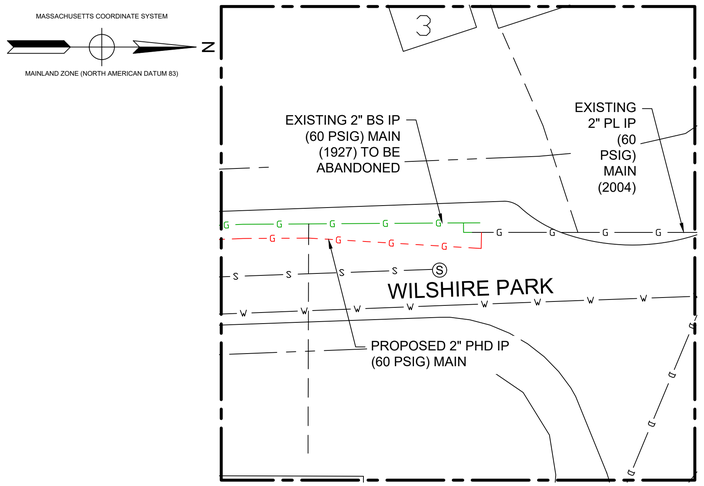
Oct 15, 2024 - 8:13am



LOCATION #6 - PLAN VIEW

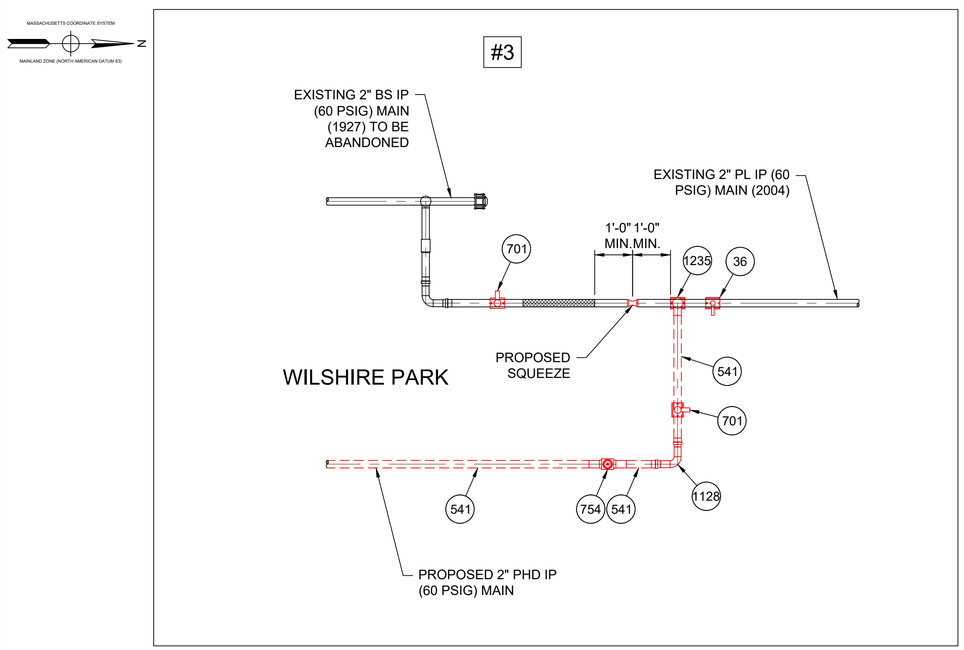
SCALE: 1/16" = 1'-0"

VALVE AND MATERIAL LIST - PREPARATORY

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
36	2" x 1/2"	500866	TEE,PIPE, NON-BLOWING, 2 X 1/2 IN CTS X 0.090 IN THK WALL SDR 7, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	1	EA
541	2"	554025	PIPE, 2 IN IPS X 0.216 IN THK WALL SDR 11, 2.375 IN OD, 350 FT LG COIL, POLYETHYLENE, PE3408/PE100	40	FT
701	2" x 1"	560779	TEE,PIPE, NON-BLOWING, 2 X 1 IN IPS SDR 11, ELECTROFUSION X COMPRESSION ENDS, LIGHT WALL, POLYETHYLENE, PE3408/PE100	2	EA
754	2"	562087	VALVE,BALL, 2 IN IPS, POLYETHYLENE, SDR 11, BUTT WELD, W/ FULL PORT OPENING	1	EA
1128	2"	582521	FITTING,ELBOW, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , WAS ITEM 578277, NSTAR M-410, E-27-A	1	EA
1235	2" x 2"	584303	FITTING,TEE, 2 IN IPS X 2 IN IPS, ELECTROFUSION HIGH VOLUME TAPPING WITH BUTT FUSION OUTLET, HDPE, BLACK, WAS ITEM 577624, NSTAR M-140	1	EA

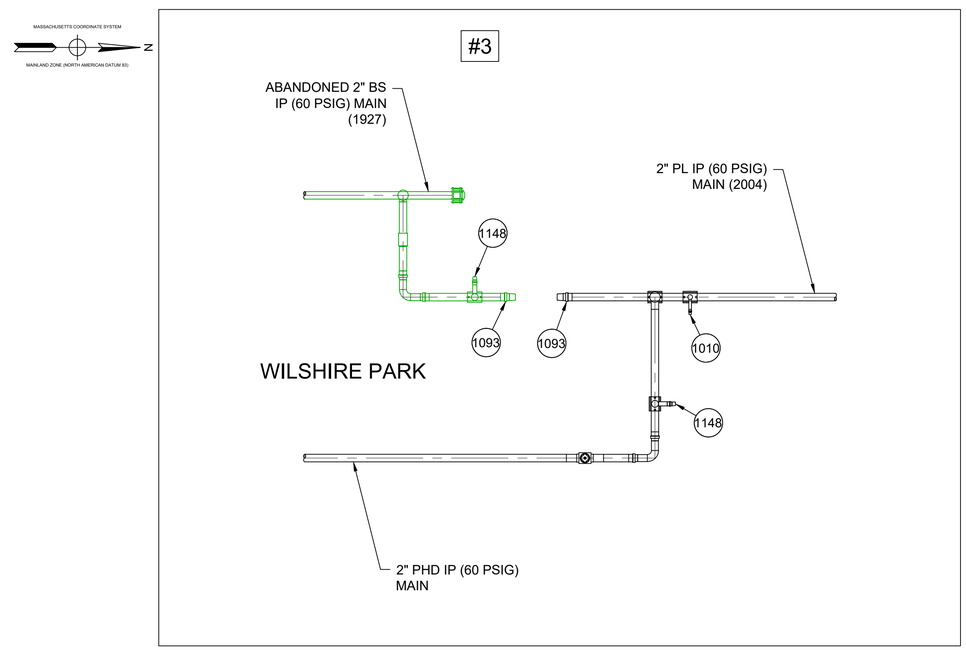
VALVE AND MATERIAL LIST - FINAL

ITEM	SIZE	MAXIMO NO	DESCRIPTION	QTY	UNIT
1010	1/2"	579972	FITTING,CAP, METFIT, 1/2 IN CTS X 0.90 IN THK WALL SDR 7, REPLACED IN 542609	1	EA
1093	2"	581633	FITTING,CAP, METFIT, 2 IN IPS X 0.216 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, NSTAR M-410	2	EA
1148	1"	583182	FITTING,CAP, METFIT, 1 IN IPS X 0.119 IN THK WALL SDR 11, ASTM F1924 , FOR CAPPING PE GAS DISTRIBUTION PIPE AND TUBING, REPLACED IN 542612	2	EA



PREPARATORY DETAIL #6

SCALE: 1/2" = 1' - 0"



FINAL DETAIL #6

SCALE: 1/2" = 1' - 0"

LEGEND

- EXISTING GAS MAIN
- PROPOSED GAS MAIN
- GAS MAIN TO BE ABANDONED
- GAS MAIN WITH SERVICE TRANSFERS
- GAS MAIN WITH PRESSURE INCREASE
- EXISTING FITTING
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ISSUED FOR CONSTRUCTION

= PIPING TO BE REMOVED DURING TIE-IN OR CUT AND CAP

COMMONWEALTH OF MASSACHUSETTS
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No. 54294
REGISTERED PROFESSIONAL ENGINEER
10/15/24
Andrew J. Cavallo

BL Companies
Architecture
Engineering
Environmental
Land Surveying

FIELD VERIFY DIMENSIONS PRIOR TO PIPE FABRICATION

No.	Description	Date	Dw/Ck
0	ISSUED FOR CONSTRUCTION	10/15/24	AM/AC

Revision/Status

EVERSOURCE ENERGY

PRINCE ST, NEEDHAM, MA

WORK ORDER # 18344382

PREPARATORY AND FINAL DETAILS #6

SCALE: AS NOTED

SHEET 18 OF 18

Drawn by / Date	Checked by / Date	Drawing Number	Rev. No.
AM 10/15/24	AC 10/15/24	MA-HYP-PIP-25-036-18	0

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Oct 15, 2024 - 8:13am

<u>Supplemental Conditions</u>:

The streets that the Applicant proposes to excavate in connection with this project are under moratorium. Pursuant to Section 12 of the Town of Needham's Street Permit Procedures & Regulations, a street opening is therefore prohibited except under special circumstances approved by the Town Engineer.

In accordance with Section 12, authorization is granted contingent upon compliance with the following supplemental conditions:

- The holder of this permit is authorized to conduct the work outside of the normally prescribed period of April 1st – November 30th but only until March 30, 2024 of this year. All work shall be completed prior to that date.
- The holder of this permit shall, prior to commencement of any activity authorized herein, submit to the Director of the Department of Public Works a traffic plan, including all proposed detours, for review and approval.
- The holder of this permit must abide by and follow the detailed plan of areas to be excavated, traffic management plan, and restoration plan submitted with the permit application.
- The holder of this permit shall notify residents along the work zone and any detour routes in advance of all work activity affecting their respective properties or traffic patterns in the immediate vicinity of their properties that may be affected by the work.
- The holder of this permit shall install message boards along the work zone that alert residents and passersby of the proposed and upcoming work.
- There shall be no staging of equipment, materials and supplies outside of the work day. All equipment, materials and supplies are to be removed off site at end of each work day.
- All permitted excavation will be conducted in accordance with the following:
    - Backfill shall be free of any frozen material. All frozen material is unsuitable for backfill, and shall be removed off site.
    - All excavated areas are to be completely backfilled daily and restored with temporary asphalt, adequate for snow plowing operation without hazard.
    - No temporary steel plates are allowed.
    - All work shall be performed between the standard permit hours except as directed by the Town of Needham police dept or DPW. Any work outside of these hours shall require the advance written authorization of the Police Chief.
- The holder of this permit shall complete utility mark outs in phases.
- Weather Conditions:
    - No excavation will be allowed within 36 hours of a forecasted weather event such as snow, freezing rain, rain, hurricane, and the like.
    - All work zones under this permit must be free from all equipment, materials, and supplies for the duration of any weather event.
    - The permit holder will be charged with the obligation of performing routine roadway maintenance during weather events such as snow, freezing rain, rain, hurricane, etc. for the entirety of the work zone permitted.

- Restoration:
    - All restoration work will adhere to the Town's moratorium restoration requirements.
    - Applicant shall perform a full overlay repaving of the entire project area on all streets disturbed by excavation or alternatively, prior to commencing work on the project, provide to the Town such funds as the Director of the Department of Public Works determines to be sufficient for the Town to complete such work.
    - Any disruption to pavers or other detail work shall be returned to the original condition by the holder of the permit. The holder of the permit shall post a supplemental bond, sufficient in form and amount to the DPW Director, to cover restoration of pavers and detail work to the original condition by the Town in the event of (a) inadequate restoration by the permit holder or (b) the failure of any restoration work thereafter. This permit shall not become effective until such bond has been delivered to the DPW, and the bond shall remain in effect for a term of five years from completion of the restoration work by the holder of the permit.

_____ _____

Eversource Gas Date

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Sign Notice of Needham Traffic Regulation Amendment Zero Emission Vehicle Parking
Presenter(s)	Carys Lustig, Director of Public Works

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

The Town Manager requests that the Town of Needham Traffic Rules and Regulations Article V, "STOPPING, STANDING, PARKING" be amended by adding SECTION 5-11: "Zero-Emission Vehicles".

2.	**VOTE REQUIRED BY SELECT BOARD**

Suggested Motion: That the Board vote to approve and sign the Notice of Traffic Regulation Permit #P24-11-26 amending the Town of Needham Traffic Rules and Regulations by adding to Article V, "STOPPING, STANDING, PARKING"; SECTION 5-11: "Zero-Emission Vehicles."

3.	**BACK UP INFORMATION ATTACHED**

a. Copy of Traffic Regulation P24-11-26

TOWN OF NEEDHAM
SELECT BOARD
NOTICE OF TRAFFIC REGULATION

By virtue of the authority vested in the Select Board of the Town of Needham, it is hereby

VOTED: That the Town of Needham Traffic Rules and Regulations adopted by the Select Board February 14, 1989 and subsequent amendments thereto be and are hereby further amended as follows:

By adding to Schedule I – PARKING of Article V, the following:

SECTION 5-11: Zero-Emission Vehicles

The Select Board may restrict certain areas on streets and in municipal parking lots for parking of zero-emission vehicles. Restricted parking spaces shall be designated with appropriate signage, and no person shall park a vehicle other than a zero-emission vehicle in such spaces. For purposes of this section, zero-emission vehicle shall mean a battery electric vehicle, a plug-in hybrid electric vehicle or a fuel cell vehicle. The penalty for a violation of this section shall be $50.

VOTED: by the Select Board at a meeting held on Tuesday, November 26, 2024

_____

_____

_____

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_____
SELECT BOARD

Permit No. P24-11-26

Date of Passage_____

Attest of Town Clerk_____

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Needham Police Department Update
Presenter(s)	John Schlittler, Chief of Police

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
Chief Schlittler will update the Board on the Department's accreditation process, and on recent experience hiring and promoting employees since the Department left the Civil Service System.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Discussion only.	
3.	**BACK UP INFORMATION ATTACHED**
N/A	

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Town Counsel Update
Presenter(s)	Chris Heep, Town Counsel

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
Town Counsel Chris Heep will provide the Board with an update of activities over the past year and answer any questions that the Board may have about the Town's legal services.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Discussion only.	
3.	**BACK UP INFORMATION ATTACHED**
a. Town Counsel Report.	

Harrington Heep

Christopher H. Heep
d: 617.804.2422
cheep@harringtonheep.com

November 22, 2024

Select Board
Town of Needham
1471 Highland Avenue
Needham, MA 02492

Re: Town Counsel Report – 2024

Dear Select Board Members:

The role of Town Counsel is to provide information about what the law requires, to advise Town officials and boards concerning the law, to protect the legal interests of the Town in the conduct of its affairs, and to represent the Town in judicial and administrative proceedings. To this end, Town Counsel answers questions on topics including the Open Meeting Law, Public Records Law, ethics, procurement, contracts, insurance, licensing, land use, environmental law, wetlands protection, municipal finance, construction law and employment.

Below is a summary of the matters that I have devoted significant attention to in the past year:

General Legal Services:

I am always available to answer questions from Town officials and boards in need of legal guidance, by email, phone and in person. I provide office hours every week, and my office is located 10 minutes from Town Hall, which means that I am always available to attend in person meetings with Town officials during their regular business hours. In addition, in 2024 I have appeared at meetings of the Select Board, Finance Committee, Planning Board, Zoning Board of Appeals, Board of Health, HONE, Community Preservation Committee, Quiet Zone Working Group, By-law and Charter Committee Working Group and Historic District Working Group.

Town Meetings and By-law Review:

I have assisted with the preparation of warrants and motions for three Town Meetings in 2024: the May 6, 2024 Annual Town Meeting, the May 13, 2024 Special Town Meeting, and the October 21, 2024 Special Town Meeting. These three meetings collectively involved five amendments of the General By-laws and three significant amendments of the Zoning By-law, including two iterations of MBTA zoning amendments. I contributed to the drafting of each set of By-law amendments, and met with the proponents as needed to understand their goals and ensure that the articles ultimately advanced to the warrant will achieve the intended purpose.

Open Meeting Law:

I provide regular guidance to Town boards and support staff regarding compliance with the Open Meeting Law. This includes advice to ensure compliance with the OML requirements for posting, conducting a meeting, deliberating and record keeping, and guidance on proper practice for holding an executive session. In addition, in 2024 the Town was the subject of one pending Open Meeting Law appeal to the Division of Open Government. This appeal concerned a joint meeting of the Select Board and Planning Board; the Division of Open Government issued a written decision dated August 2, 2024 concluding that the boards had not violated the OML as the appellant had alleged in the appeal.

Public Records Law:

I have assisted the Town with its response to approximately 10 public records requests in 2024 to date. This assistance has included (a) drafting formal written responses to public records requests that are overbroad, seek records that are not subject to disclosure, or that otherwise do not comply with the Public Records Law; (b) framing searches to be conducted by the relevant municipal employees and/or Information Technology Department to properly comply with a request; and (c) reviewing responsive records prior to production to identify any records for which segregation or redaction is required by law.

State Ethics Law

The State Ethics Law provides that municipal employees have direct access to Town Counsel to discuss ethics questions. M.G.L. c.268A, §22. My office is always on call for this purpose, and in 2024 I have provided assistance to numerous municipal employees with questions about how the State Ethics Law applies to their particular matter.

Contract Review and Procurement:

Pursuant to the Town's General By-laws, Town Counsel is tasked with reviewing contracts as to form. See General By-laws Section 2.1.3. This contract review occurs daily, and in 2024 my office has reviewed and approved hundreds of contracts as to form before they become final. In addition, my office typically becomes more directly involved in the negotiation of particular contracts when the Town's procurement officials are dealing with difficult vendors, or are presented with contract terms that are novel or of questionable legality. In these scenarios, either I or my colleagues provide guidance and join the negotiation with outside vendors. At any given time, my office is working with the Town to address questions or concerns with approximately 1-3 procurements.

Permitting of Town Projects:

I worked to secure permits for two Town projects in 2024: The renovation and expansion of the High School tennis courts, and the addition of a permanent emergency generator at the Center at the Heights. In both cases, I prepared application materials, coordinated with the Town's project team and outside consultants, presented to the Planning Board and arranged responses to comments from the Planning Board and members of the public. Both projects have now secured the necessary amendment of the applicable Major Project Site Plan Special Permits and the approved site plans.

Litigation Matters:

Town Counsel has been involved in the following litigation and administrative appeals in 2024:

> Poet King Restaurant Group, LLC dba Hungry Coyote v. Town of Needham Select Board, ABCC 2024-000179-AD-ENF. This is an appeal of the Select Board's decision to deny a new all-alcoholic beverages on-premises pouring license pursuant to M.G.L. c.138, §12. The Hungry Coyote filed this appeal in September 2024 and the hearing was held before the ABCC on October 30, 2024. The appeal is presently under advisement.
>
> Soper v. Needham Zoning Board of Appeals, Superior Court 2282CV00391. This is an appeal of a ZBA decision, which affirmed the determination of the Building Commissioner that corner lots generally, and the corner lot located at 32 Mark Lee Road in particular, possess two front yards, two side yards, and no rear yards. The Superior Court issued a summary judgment decision in the ZBA's favor in April 2024.
>
> Darish et al. v. Needham Zoning Board of Appeals and Needham Enterprises, LLC, Land Court 24 MISC 000097. This is the abutters' appeal of the ZBA decision to uphold issuance of the building permit for the project located at 1688 Central Avenue. Needham Enterprises, LLC's motion for summary judgment was argued before the Land Court in September 2024 and is presently under advisement.

Legal Training and Outreach

An important role of Town Counsel is to educate municipal employees on the requirements of the law. This year, Town Counsel co-presented (with the Town Clerk) a training session for new municipal board and committee members on the Open Meeting Law, the Public Records Law, and the State Ethics Law. Training sessions of this type are provided at no cost to the Town.

My firm believes that each matter that comes before Town Counsel deserves careful thought, and we strive to provide the Town with personal, direct and responsive legal counsel, diligent attention to the Town's needs, and good humor.

Sincerely,

Christopher H. Heep
Harrington Heep LLP
Town Counsel

cc: K. Fitzpatrick, Town Manager

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Preliminary FY2026 – FY2030 Capital Improvement Plan
Presenter(s)	Kate Fitzpatrick, Town Manager David Davison, Deputy Town Manager/Director of Finance Katie King, Deputy Town Manager Cecilia Simchak, Assistant Director of Finance

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED

We will discuss with the Board the FY2026 – FY2030 project submissions. We will present recommendations at your meeting on December 3rd, and will seek final approval of the Capital Improvement Plan on December 17th.

In accordance with Section 20C of the Town Charter: "All boards, departments, committees, commissions and officers of the Town shall annually, at the request of the Town Manager, submit to him in writing a detailed estimate of the capital expenditures as defined by by-law, required for the efficient and proper conduct of their respective departments and offices for the ensuing fiscal year and the ensuing four year period. The Town Manager, after consultation with the Select Board, shall submit in writing to the Select Board a careful, detailed estimate of the recommended capital expenditures for the aforesaid periods, showing specifically the amount necessary to be provided for each office, department and activity and a statement of the amounts required to meet the debt service requirements or other indebtedness of the Town. The Select Board shall transmit a copy of the capital budget to the finance committee along with the Select Board's recommendations relative thereto. The calendar dates on or before which the capital budget is to be submitted and transmitted shall be specified by by-law." In accordance with section 2.2.2.1 of the General By-law, the Select Board shall transmit the capital budget to the Finance Committee no later than the first Tuesday after the first Monday in January **(Tuesday, January 7, 2025).**

2. VOTE REQUIRED BY SELECT BOARD

Discussion only.

3. BACK UP INFORMATION ATTACHED

a. Five Year Capital Improvement Plan Request Summary
b. Capital Project Requests for FY2026 - FY2030

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Brine Maker	M	Highway	Public Works		151,000				151,000	136
Choral Risers and Acoustical Shells for Needham High School	N	Schools	Schools	60,000					60,000	32
DPW Specialty Equipment - Dynapac Roller	M	Highway	Public Works	28,000					28,000	81
DPW Specialty Equipment - Wright Stander Mower	P	Parks & Forestry	Public Works		29,000				29,000	82
DPW Specialty Equipment - Falcon Asphalt Hot Box/Recycler	N	Highway	Public Works		51,000				51,000	82
DPW Specialty Equipment - Mounted Snow Blower	M	Highway	Public Works			280,000			280,000	83
General Government Technology Replacement Request	N	Schools	General	896,000	320,000	363,500	603,500	744,000	2,927,000	70
Library Technology Plan	M	Library	Community	54,000	38,000				92,000	234
LIFEPAK 35 Defib Monitor	M	Fire	Public Safety	62,842					62,842	21
Ongoing PPE Replacement	M	Fire	Public Safety	103,958	146,246	133,912	72,242	49,336	505,694	24
Road Weather Information System (RWIS)	N	Highway	Public Works						-	138
School Copier Replacement	M	Schools	Schools	60,000	70,000	80,000	70,000	120,000	400,000	34
School Department Technology Replacement Request	P	Schools	Schools	577,875	694,575	723,500	887,950	698,850	3,582,750	40
School New and Replacement Furniture	P	Schools	Schools	25,000	25,000	25,000	25,000	25,000	125,000	46
Town Copier Replacement	N	Schools	Schools	28,000	31,000	34,000			93,000	76
Town Facility Replacement Furniture and Office Fixtures	M	Manager	General	40,000		40,000		40,000	120,000	1
Equipment & Technology				1,935,675	1,555,821	1,679,912	1,658,692	1,677,186	8,507,286	
BMS Upgrades	M	Bldg. Maint.	Utilities	229,000	425,000				654,000	90
Center at the Heights - Activated Roof Deck	M	COA	Community			65,000	215,000		280,000	212
Center at the Heights- Option 1 Kitchen	M	COA	Community	245,000	1,033,500				1,278,500	219
Center at the Heights - Option 1a Fitness Room Expansions & Game Room Swap	M	COA	Community	70,000	351,500				421,500	224
Center at the Heights - Option 3 Handicap Accessible Rear Entrance	M	COA	Community	80,000	320,000				400,000	226
Eliot Boiler Replacement	P	Bldg. Maint.	Schools	560,000					560,000	93
Hillside Maintenance	M	Bldg. Maint.	General		80,000	1,200,000			1,280,000	95
HVAC Upgrades	M	Bldg. Maint.	Schools	80,000	1,350,000	50,000	16,000	72,000	1,568,000	98

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Library Renovation: Children's Area	M	Library	Community		544,000	2,990,000			3,534,000	240
Library Renovation: Rosemary Circulation Area & Multi-Purpose Room	P	Library	Community				396,000	2,060,000	2,456,000	243
Library Renovation: Young Adult Area	M	Library	Community	2,386,000					2,386,000	246
NHS Stairs Repair	M	Bldg. Maint.	Schools	1,040,000					1,040,000	106
Pollard and Mitchell Schools Longevity Repairs	I	Bldg. Maint.	Schools						-	108
Ridge Hill Barn Repairs	I	Bldg. Maint.	Community						-	109
RTS Property Improvements	M	Solid Waste	Public Works		474,000	99,000	766,000		1,339,000	175
Sustainable Building Retrofit Program	M	Various	Utilities	100,000	125,000	150,000	175,000	200,000	750,000	111
Theatrical Lighting, Sound, & Rigging Repairs	P	Schools	Schools	2,051,090	2,029,673	2,070,617			6,151,380	52
Buildings & Facilities				6,841,090	6,732,673	6,624,617	1,568,000	2,332,000	24,098,380	
Action Park & Pickleball Court	M	Parks	Community	300,000	3,000,000				3,300,000	248
Athletic Facility Improvements (Eliot School Grounds Renovation)	M	Parks	Community	69,960	1,500,000				1,569,960	163
Athletic Facility Improvements (DeFazio Lighting Improvements)	N	Recreation	Community			649,000				168
Athletic Fields Master Study	M	Recreation	Community			45,000			45,000	251
Cricket Field Building Improvements	M	Recreation	Community			30,000	300,000		330,000	253
DeFazio-Carleton Pavilion	P	Recreation	Community				50,000		50,000	258
DeFazio Playground Renovation	M	Recreation	Community			425,000			425,000	262
Disc Golf Course	NI	Recreation	Community						-	264
Downtown Redesign - Great Plain Avenue Corridor	I	Highway	Transportation Network						-	139
Municipal and School Parking Lot Resurfacing	N	Highway	Transportation Network		350,000		250,000		600,000	140
NPDES Support Projects	M	Engineering	Stormwater	1,622,000					1,622,000	119
NPDES Support Projects	M	Engineering	Stormwater		1,026,500				1,026,500	122
NPDES Support Projects	M	Engineering	Stormwater			1,223,000			1,223,000	124
NPDES Support Projects	M	Engineering	Stormwater				1,279,000		1,279,000	126
NPDES Support Projects	N	Engineering	Stormwater					1,350,000	1,350,000	128

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Off Leash Dog Park	NI	Parks	Community						-	170
Perry Park Improvements	N	Parks	Community				50,000		50,000	266
Public Works Infrastructure Program	M	Highway	Transportation Network	5,480,000					5,480,000	143
Public Works Infrastructure Program	M	Highway	Transportation Network		4,956,250				4,956,250	148
Public Works Infrastructure Program	M	Highway	Transportation Network			5,121,700			5,121,700	151
Public Works Infrastructure Program	M	Highway	Transportation Network				4,443,000		4,443,000	153
Public Works Infrastructure Program	N	Highway	Transportation Network					6,767,000	6,767,000	155
Quiet Zone Safety Upgrades	M	Engineering	Transportation Network	3,500,000					3,500,000	130
Rosemary Pool Shade Improvements	M	Recreation	Community		125,000				125,000	269
Street Acceptance for Parkvale Road	N	Engineering	Transportation Network	250,000					250,000	132
Street Acceptance for Sachem Road	N	Engineering	Transportation Network	250,000					250,000	134
Trail Resurfacing and Improvements	P	Parks	Community	75,000	80,000	85,000			240,000	171
Trail Signage and Kiosk Installation	N	Parks	Community	104,400					104,400	16
Transportation Safety Committee	P	Engineering	Transportation Network	100,000	100,000	100,000	100,000	100,000	500,000	157
Infrastructure & Land				11,751,360	11,137,750	7,678,700	6,472,000	8,217,000	45,256,810	
Replace Unit 1 2018 Toyota RAV4 Hybrid	C	Administration	Public Works			56,427			56,427	10
Replace Unit 104 2016 Volvo L110 Loader	S	Solid Waste	Public Works		436,004				436,004	8
Replace Unit 106 2015 Prinoth SW4S	S	Highway	Public Works				314,270		314,270	12
Replace Unit 111 2013 John Deere Trackless MT6	S	Highway	Public Works	283,454					283,454	6
Replace Unit 116 2014 Prinoth SW4S	S	Highway	Public Works		293,375				293,375	8
Replace Unit 117 2015 Prinoth SW4S	S	Highway	Public Works			303,643			303,643	10
Replace Unit 12 2018 Ford F150	C	Parks	Public Works			90,266			90,266	10
Replace Unit 120 2017 Wanco WVTMM	T	Engineering	Public Works			24,858			24,858	10
Replace Unit 121 2020 Wanco	T	Highway	Public Works					26,628	26,628	14
Replace Unit 122 2020 Wanco	T	Highway	Public Works					26,628	26,628	14

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Replace Unit 126 2016 Wanco WVTMM	T	Highway	Public Works	23,205					23,205	6
Replace Unit 127 2018 Wanco WVTMM	T	Engineering	Public Works			24,858			24,858	10
Replace Unit 129 2018 Sure-Trac	T	Highway	Public Works					20,845	20,845	14
Replace Unit 143 2019 Volvo L90H Loader	S	Solid Waste	Public Works	434,910					434,910	6
Replace Unit 15 2017 Ford Explorer	C	Administration	Public Works		54,519				54,519	8
Replace Unit 181 2020 Elgin Pelican Sweeper	S	Highway	Public Works					822,859	822,859	14
Replace Unit 182 2018 Elgin Pelican Sweeper	S	Highway	Public Works			767,554			767,554	10
Replace Unit 183 2017 Giant-Vac Monster	T	Parks	Public Works				52,853		52,853	12
Replace Unit 253 2010 Vermeer SC802 Stump Grinder	T	Parks	Public Works		93,314				93,314	8
Replace Unit 254 2013 Bandit 250XP	T	Parks	Public Works		83,360				83,360	8
Replace Unit 3 2012 Ford F450 Super Duty	S	Fleet	Public Works		133,464				133,464	8
Replace Unit 301 2019 Ford Transit Cargo	C	Parks	Public Works				100,766		100,766	12
Replace Unit 322 2016 Cross Country 16' Utility	T	Parks	Public Works	6,141					6,141	6
Replace Unit 328 2018 Cross Country	T	Parks	Public Works					11,495	11,495	14
Replace Unit 330 2018 Sure-Trac	T	Highway	Public Works					12,712	12,712	14
Replace Unit 332 2016 Cross Country 618TL5	T	Parks	Public Works	6,141					6,141	6
Replace Unit 336 2017 Toro Groundmaster 5910 Mower	S	Parks	Public Works	177,100					177,100	6
Replace Unit 36 2014 Warren Ejector	T	Solid Waste	Public Works	116,184					116,184	6
Replace Unit 39 2022 Ford F550 Super Duty	S	Highway	Public Works					147,974	147,974	14
Replace Unit 4 2019 Ford F350 Super Duty	S	Fleet	Public Works					106,149	106,149	14
Replace Unit 401 2019 Ford Transit Connect Wagon	C	HHS	Community				76,738		76,738	12
Replace Unit 402 2017 Ford Transit 350	C	HHS	Community		335,919				335,919	8
Replace Unit 405 2019 Ford Transit 350	C	HHS	Community				359,845		359,845	12
Replace Unit 42 2014 International 7 Workstar 7600	S	Solid Waste	Public Works		542,312				542,312	8

Capital Project Requests
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Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Replace Unit 43 2021 Ford F350	S	Highway	Public Works				102,560		102,560	12
Replace Unit 44 2018 Toyota RAV4 Hybrid	C	Engineering	Public Works			56,427			56,427	10
Replace Unit 452 2013 Ford Taurus	C	Assessing	General	69,370					69,370	6
Replace Unit 46 2018 Toyota RAV4 Hybrid	C	Engineering	Public Works			47,871			47,871	10
Replace Unit 47 2018 International 7400	S	Highway	Public Works					511,118	511,118	14
Replace Unit 48 2019 Ford F450 Super Duty	S	Highway	Public Works		133,464				133,464	8
Replace Unit 49 2017 Mack GU713	S	Highway	Public Works				580,356		580,356	12
Replace Unit 50 2016 Ford F250 Super Duty	C	Parks	Public Works	92,502					92,502	6
Replace Unit 52 2018 Toyota RAV4	C	Highway	Public Works	52,675					52,675	6
Replace Unit 55 2019 Ford F550 Super Duty	S	Highway	Public Works		133,464				133,464	8
Replace Unit 56 2020 Ford F250 Super Duty	C	Solid Waste	Public Works			99,091			99,091	10
Replace Unit 57 2020 Ford F350 Super Duty	C	Highway	Public Works			99,091			99,091	10
Replace Unit 579 2014 Ford Explorer Interceptor	C	Police	Public Safety	41,181					41,181	6
Replace Unit 58 2019 Spec Utility SW045	T	Solid Waste	Public Works			124,459			124,459	10
Replace Unit 6 2015 International 7400 Series	S	Highway	Public Works		460,999				460,999	8
Replace Unit 60 2020 Spector SW045	T	Solid Waste	Public Works				128,815		128,815	12
Replace Unit 600 2018 Ford Transit Cargo	C	Schools	Schools				100,831		100,831	12
Replace Unit 601 2018 Ford Transit Cargo Van	C	Schools	Schools		76,236				76,236	8
Replace Unit 62 2016 Cross Country	T	Parks	Public Works					7,047	7,047	14
Replace Unit 63 2018 Steco Refuse Trailer (Spector)	T	Solid Waste	Public Works		120,250				120,250	8
Replace Unit 64 2022 Spector SW045	T	Solid Waste	Public Works					133,323	133,323	14
Replace Unit 65 2019 Ford F350 Super Duty	S	Parks	Public Works		95,740				95,740	8
Replace Unit 7 2017 International 7400	S	Highway	Public Works				493,834		493,834	12
Replace Unit 70 2017 Ford F550 Super Duty	S	Parks	Public Works	128,951					128,951	6

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Replace Unit 702 2019 Ford F250 Super Duty	C	Bldg. Maint.	Public Works					106,149	106,149	14
Replace Unit 704 2019 Ford Transit Connect Cargo	C	Bldg. Maint.	Public Works				100,766		100,766	14
Replace Unit 704 2020 Ford F150 XL	C	Bldg. Maint.	Public Works					106,149	106,149	12
Replace Unit 706 2017 Ford Econ T250	C	Bldg. Maint.	Public Works		94,067				94,067	8
Replace Unit 708 2016 Ford Transit S7E1	C	Bldg. Maint.	Public Works	90,886					90,886	6
Replace Unit 71 2017 Ford F550 Super Duty	S	Parks	Public Works	128,951					128,951	6
Replace Unit 715 2020 Ford Transit Cargo Van	C	Bldg. Maint.	Public Works					104,293	104,293	14
Replace Unit 76 2019 Bobcat A770	S	Highway	Public Works				166,125		166,125	12
Replace Unit 8 2014 INTERNATIONAL 7400 Series	S	Highway	Public Works	445,410					445,410	6
Replace Unit 80 2019 International 7300	S	Solid Waste	Public Works		962,382				962,382	8
Replace Unit 81 2011 Ford F550 Super Duty	S	Solid Waste	Public Works	111,842					111,842	6
Replace Unit 91 2000 Screen Machine Scalper 107D	T	Solid Waste	Public Works		256,473				256,473	8
Replace Unit 92 2019 Ford T150 Transit Cargo	C	Engineering	Public Works				100,766		100,766	12
Replace Unit 93 2015 McCloskey Brothers Trommel Screener	T	Solid Waste	Public Works		289,076				289,076	8
Replace Unit Bus 1 2017 Blue Bird School Bus (Diesel)	S	Schools	Schools	375,437					375,437	6
Replace Unit Bus 14 2021 Blue Bid (Gas)	S	Schools	Schools					430,823	430,823	14
Replace Unit C-01 2023 Chevy Tahoe	C	Fire	Public Safety				107,858		107,858	12
Replace Unit C-02 2021 Chevy Tahoe	C	Fire	Public Safety	108,627					108,627	6
Replace Unit C-07 2015 Ford 350	C	Fire	Public Safety		124,151				124,151	8
Replace Unit C-42 2020 Ford Edge	C	Fire	Public Safety		82,749				82,749	8
Replace Unit E-02 2020 E-One Typhoon	S	Fire	Public Safety					1,549,393	1,549,393	14
Replace Unit E-03 2014 KME Fire Engine (79' Aerial)	S	Fire	Public Safety			2,167,951			2,167,951	10
Replace Unit R-01 2021 Ford E550 Ambulance	S	Fire	Public Safety				707,608		707,608	12
Replace Unit R-02 2022 Ford E550 Horton	S	Fire	Public Safety					732,626	732,626	14

Capital Project Requests
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Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Replace Unit R-04 2017 Ford E450 Ambulance	S	Fire	Public Safety	638,220					638,220	6
Replace Unit SV-1 2018 Polaris Ranger XP900	S	Fire	Public Safety		153,393				153,393	8
Replace Unit Van 01 2020 Ford Transit 150 AWD	C	Schools	Schools				102,446		102,446	12
Replace Unit Van 02 2020 Ford Transit 150 AWD	C	Schools	Schools			98,981			98,981	10
Replace Unit Van 04 2019 Ford Transit 150 AWD	C	Schools	Schools			98,981			98,981	10
Replace Unit Van 11 2018 Ford Transit 150	C	Schools	Schools		95,634					8
Fleet				3,331,187	5,050,345	4,060,458	3,596,437	4,856,211	20,894,638	
Mitchell School Renovation Addition (Master Plan Option C1a)	M	Schools	Schools						-	59
Pollard Middle School Renovation Addition (Master Plan Option C1a)	M	Schools	Schools		311,165,000				311,165,000	64
Public Works Facilities Improvements (Phase 2 Construction)	P	All	Public Works		19,600,000				19,600,000	84
Public Works Facilities Improvements (Phase 2 Design and Phase 1 Construction)	P	All	Public Works	22,000,000					22,000,000	84
Public Works Facilities Improvement (Phase 3 Design)	N	All	Public Works					3,300,000	3,300,000	88
Purchase of Open Space	P	Recreation	Community	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000	272
Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option C1a)	M	Schools	Schools		448,000				448,000	67
Other				23,000,000	332,213,000	1,000,000	1,000,000	4,300,000	361,513,000	
TOTAL				46,859,312	356,689,589	21,043,687	14,295,129	21,382,397	460,270,114	
General Fund Cash										

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Sewer Enterprise										
Buildings & Facilities										
Cooks Bridge Sewer Pump Station Replacement	P	Sewer	Utilities	195,000	3,859,000				4,054,000	181
Sewer Main Replacement	M	Sewer	Utilities			14,000,000	6,000,000			184
Sewer System Infiltration and Inflow	M	Sewer	Utilities	1,000,000						189
Infrastructure & Land				1,195,000	3,859,000	14,000,000	6,000,000	-	25,054,000	
Replace Unit 16 Freightliner MT456 Box Truck	S	Sewer	Utilities		362,105				362,105	8
Replace Unit 168 Gorman-Rupp PA4A60 (Waste Pump)	T	Sewer	Utilities		83,625				83,625	8
Replace Unit 152 Atlas Compco XAS185 Compressor	T	Sewer	Utilities		30,592				30,592	8
Replace Unit 28 Ford F350 Super Duty	S	Sewer	Utilities		92,502				92,502	8
Replace Unit 29 PJ Trailers U7122 (Water Jet)	T	Sewer	Utilities			102,307			102,307	10
Replace Unit 31 Ford F150	C	Sewer	Utilities				93,426		93,426	12
Replace Unit 37 IH 7500	S	Sewer	Utilities		749,531				749,531	8
Replace Unit 94 Ford F350 Super Duty	S	Sewer	Utilities		95,740				95,740	8
Fleet				-	1,414,095	102,307	93,426	-	1,609,828	
TOTAL				1,195,000	5,273,095	14,102,307	6,093,426	-	26,663,828	

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Water Enterprise										
DPW Specialty Equipment	P	Fleet	Utiities		35,500				35,500	192
Equipment & Technology				-	35,500	-	-	-	35,500	
Charles River Water Treatment Plant HVAC Upgrades	P	Water	Utilities	405,000					405,000	194
Building & Facilities				405,000	-	-	-	-	405,000	
Forestry Management Plan	I	Water	Utilities						-	196
Gate Replacement Program	I	Water	Utilities						-	197
PFAS Mitigation	I	Water	Utilities						-	198
Water Distribution System Improvements (Mills/Sachem) (Mayo/Harris to GPA)	P	Water	Utilities	49,500	470,500				520,000	200
Water Distribution System Improvements - Master Plan	P	Water	Utilities	250,000					250,000	201
Water Distribution System Improvements Kingsbury St - Oakland Ave to Webster St)	P	Water	Utilities		122,000	555,000			677,000	203
Water Distribution System Improvements (Oakland Ave - May St to Highland Ave)	P	Water	Utilities			380,000	500,000		880,000	205
Water Service Connections	N	Water	Utilities	500,000					500,000	208
Water Supply Development	M	Water	Utilities		3,050,000				3,050,000	210
Infrastructure & Land				799,500	3,642,500	935,000	500,000	-	5,877,000	
Replace Unit 14 2020 International Harvester HV507	S	Water	Utilities					600,669	600,669	14
Replace Unit 156 2011 Baker Robinson (Portable Pump)	T	Water	Utilities		83,625				83,625	6
Replace Unit 159 2012 GS/Goodwin N32-9232 Portable Pump	T	Water	Utilities				89,582		89,582	12
Replace Unit 160 2013 Wach Utility (Mini Vactor)	T	Water	Utilities	96,717					96,717	6
Replace Unit 193 2011 Magnum MLT3060K (Light Tower)	T	Water	Utilities	16,984					16,984	6
Replace Unit 20 2018 Toyota RAV 4	C	Water	Utilities			56,427			56,427	10
Replace Unit 22 2020 Ford F450 Super Duty	S	Water	Utilities					147,974	147,974	14
Replace Unit 24 2019 Ford Transit Connect Cargo	C	Water	Utilities				100,766		100,766	12
Replace Unit 26 2018 Ford F250 Super Duty XL 2018	C	Water	Utilities	92,503					92,503	6

Capital Project Requests
Five Year Capital Improvement Plan
Request Summary

Title	Code*	Dep	Function	FY2026 Department Request	FY2027 Department Request	FY2028 Department Request	FY2029 Department Request	FY2030 Department Request	Five Year Request	Page
Replace Unit 27 2018 Ford F150 XL	C	Water	Utilities	84,265					84,265	6
Replace Unit 331 2018 B-Wis	T	Water	Utilities					3,307	3,307	14
Fleet				290,469	83,625	56,427	190,348	751,950	1,372,819	
Total				1,494,969	3,761,625	991,427	690,348	751,950	7,690,319	
Equipment & Technology				1,935,675	1,591,321	1,679,912	1,658,692	1,677,186	8,542,786	
Buildings & Facilities				7,246,090	6,732,673	6,624,617	1,568,000	2,332,000	24,503,380	
Infrastructure & Land				13,745,860	18,639,250	22,613,700	12,972,000	8,217,000	76,187,810	
Fleet				3,621,656	6,548,065	4,219,192	3,880,211	5,608,161	23,877,285	
Other				23,000,000	332,213,000	1,000,000	1,000,000	4,300,000	361,513,000	
GRAND TOTAL				49,549,281	365,724,309	36,137,421	21,078,903	22,134,347	494,624,261	

Code
* = No recommendation; under study
B = Funding may be considered under the operating budget/special warrant article
C = Core Fleet
D = Recommendation is deferred or on hold pending other actions
E = Emergency aprpoval
F = Funding appropriation outside the capital plan
G = Request may not qualify as capital submission
I = Project submission is incomplete or waiting additional information
M = Submission has been modified from previous submission
N = New submission with this CIP
P = Project request has appeared in previous CIP's
Q = Request does not qualify as a capital submission
R = Resubmitted
S = Specialized Fleet Equipment
T = Trailer
U = Urgent request based on identifed conditions

FY2026 - FY2030 Capital Submission
Select Board Meeting 11/26/2024
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Capital Funding Request							
Title	**Town Facility Replacement Furniture and Office Fixtures**			Submitted by	Town Board or Committee		
Request Type	Annual Funding Request	Capital Type	Equipment	Funding Request	$40,000	Funding Year	2026

Description

Town Hall and Public Services Administration Building were renovated and equipped with new furniture when they reopened and opened in 2011 and 2010, respectively. Inventory and requests for input on the status of furniture are conducted periodically, most recently during August of 2023.

In FY2025, furniture and equipment most in need of repair is being replaced using funding appropriated by prior Town Meetings. A July 2023 inventory review yielded a large amount of furniture and equipment in need of replacement as soon as possible, for which additional funding is still required. One whole office, over 100 chairs, over 50 standing desks, and several other common areas furniture are required for recapitalization in the near term.

Given the remaining need for replacement and ongoing replacements in process, increased funding on an annual basis remains a requirement. Once a full refresh has been accomplished (estimated for FY2026), a lower annual amount will be requested to make unscheduled replacements, procure specialized ergonomic furniture for staff with specialized requirements, and establish a scheduled replacement timeline.

Estimated pricing of replacement furniture is:
Office Task Chairs - $700 each
Standing Desk Assembly - $1,500 each
5' Conference Table - $1,500 each
Conference Chairs - $1,300 each

Capital Request Detail

Project Title	Town Facility Replacement Furniture and Office Fixtures			Fiscal Year	2026	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	General Government	Site Preparation		Equipment	$40,000	Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$40,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

In FY2026, furniture that is in the most urgent need of replacement will be recapitalized, up to $40,000. Depending on the condition of the furniture in later years and the need for replacement, this request may be repeated either annually or every other year at or below the requested amount.

12. DPW Building Maintenance support will be required for removal of old and installation of new equipment.

Capital Request Detail

Project Title	Town Facility Replacement Furniture and Office Fixtures			Fiscal Year	2028	Request Type	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	General Government	Site Preparation		Equipment	$40,000	Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$40,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

In FY2028, furniture that is in the most urgent need of replacement will be recapitalized, up to $40,000. Depending on the condition of the furniture in later years and the need for replacement, this request may be repeated either annually or every other year at or below the requested amount.

12. DPW Building Maintenance support will be required for removal of old and installation of new equipment.

Capital Request Detail

Project Title	Town Facility Replacement Furniture and Office Fixtures			Fiscal Year	2030	Request Type	New
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	General Government	Site Preparation		Equipment	$40,000	Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$40,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

In FY2030, furniture that is in the most urgent need of replacement will be recapitalized, up to $40,000. Depending on the condition of the furniture in later years and the need for replacement, this request may be repeated either annually or every other year at or below the requested amount.

12. DPW Building Maintenance support will be required for removal of old and installation of new equipment.

Capital Funding Request							
Title	**Fleet Program**			Submitted by	Finance Department		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	See Attached	Funding Year	See Attached

Description

The Town's centralized fleet funding submission process was established in FY2015. The Town's fleet program is funded through both the capital plan and the operating budget. A major equipment expense for the Town is the rolling stock. The Town relies upon many types and sizes of vehicles in order to provide services, respond to emergencies, maintain public facilities, and improve the infrastructure in the community. The fleet program consolidates all registered vehicles and special equipment attachments under one submission, but allocation of resources is looked at on a department by department basis rather than as one global replacement schedule. Needs and purposes for equipment differ significantly, and no department can do its work without the equipment. As of November 2023, the Town's fleet consists of approximately 270 vehicles, trailers, large specialized attachments and the School Department fleet of vans and buses. We classify the fleet program in three categories: core fleet (general purpose vehicles), special purpose/high value vehicles, and trailers (requires another vehicle to transport). The program is intended to centrally present and review the Town's rolling stock operations in order to ensure timely, cost effective, and high quality vehicle purchases, maintenance, fueling, and short-term transportation. However, the Police Department vehicles are usually not included in this request. Generally, the Police Department vehicles are funded through the operating budget as many vehicles in the department do not meet the threshold to be considered part of the capital program. Various trailers are also not included as part of the capital request, but rather through the operating budget as either the trailer cost falls below the $25,000 capital definition or has a primary useful life of less than five years. The Needham Public Schools fleet replacement program is funded through the capital process, but the School Department does from time to time acquire additional vehicles outside of the capital process and Town Meeting votes. In prior years, the Department of Health and Human Services has been able to acquire replacement passenger vans with state grants. Much of the Town's fleet maintenance and management is performed by the Fleet Division of the Public Works Department. Other maintenance work is provided off-site by vendors due to factors such as specialized work, volume, or warranty.

Managing and maintaining a diverse fleet of vehicles – from passenger vehicles to large heavy duty diesel trucks and tractors – involves some of the Town's most environmentally consequential choices. Considering the number of vehicles purchased and the thousands of gallons of fuel used, the fleet represents one of the Town's opportunities to meet its goal of environmentally responsible and sustainable operations.

The most obvious and substantial environmental impacts of the fleet for the Town are, of course, tailpipe emissions and fuel use. However, an environmentally superior fleet encompasses several other factors, only some of which are under the control of fleet operations. For example, the Town's ability to influence vehicle manufacturing is limited, even though the process involves huge amounts of material extraction, use of natural resources and is responsible for significant air and water pollution. The elements that the Town's fleet operations can control or influence to achieve a cleaner and greener fleet include the following: Fleet size; Fuel use, type, and amount; Fueling procedures - preventing pollution from incidental fuel spills; How vehicles are maintained, e.g. avoiding oil leaks, ensuring proper tire inflation, etc.; Use of maintenance materials, e.g., alternatives to hydraulic fuels, or recycled anti-freeze; Use of recycled oil, and, as appropriate, tires; Use, storage and disposal of hazardous materials used in vehicle maintenance; vehicle type, e.g., fuel efficiency, size, and availability of alternatives.

General purpose vehicles include electric powered vehicles, passenger and utility vans, police vehicles, sedans, sports utility vehicles, motorcycles, light trucks, and pickup trucks. General purpose vehicles comprise approximately 44 percent of the entire fleet. General purpose vehicles are utilized in every department and are relatively inter-changeable. The replacement of these vehicles can proceed on a regular schedule and should be considered part of the Town's base recurring costs.

Specialized, high value vehicles, and snow and ice equipment comprise of the other 33 percent of the fleet. These vehicles and equipment are just as integral to Town operations as the general purpose vehicles but serve the unique purposes of specific departments or divisions. Included in this group are the high value vehicles such as ambulances, large dump trucks, fire engines, street sweepers, school buses, and others for which appropriations need to be planned. The balance of the fleet (approx. 23%) consists of trailers, which are loaded with equipment to transport to a worksite, respond to incident, or support a community activity. Others are used to haul materials to and from construction sites, collect and transport rubbish, and have for short term storage. Some have equipment mounted to the base of the trailer and is the tool itself leaf vacuums, brush chippers, and cement mixing.

The total estimate cost for vehicle replacement for the FY2026 - FY2030 time period is $23,883,666 which compares to the $16,837,425 for the previous five year plan. The General Fund cost is $20,897,781 (87.5%), the Sewer Enterprise is $1,613,066 (6.75%), and the Water Enterprise is $1,372,819 (5.75).

Capital Request Detail

Project Title	Fleet Program FY2026			Fiscal Year	2026	Request Status	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Other (see below for information)	Site Preparation		Equipment	$3,621,656	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$3,621,656

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			Not Applicable
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	Not Applicable

Project Description and Considerations

*The funding request is submitted by the Finance Department, but the appropriations support most every function of Government including the Needham Public Schools.

The total request consists of both General and Enterprise Fund assets of which the portion that relates to an enterprise fund would be paid by the applicable enterprise fund. The table below summarizes the amount that would be paid from enterprise funds if approved.

Specific Questions:
Question 3: Does this project require any permitting by any Town or State agency? All vehicles which travel the public roadways must be registered through the Massachusetts Department of Motor Vehicles.

Question 5: Is specialized training or annual licensing required that the Town will need to pay in order to use the asset? Yes, some vehicles require a commercial driver's license to operate. Other vehicles have specialized equipment which requires periodic training and demonstrations on the proper and safe use of the equipment.

Question 13: If funded, will this project increase the operating expense for any other department? Increase costs may be incurred for any department that increases the number of vehicles used in the fleet. The Town's commercial and vehicle insurance expense could increase. Time and material expense for the Fleet division of DPW could increase with the additional vehicles. Conversely, newer vehicles generally have lower annual and maintenance expenses than older vehicles.

Capital Request Detail

Project Title	Fleet Program FY2026	Fiscal Year	2026	Request Status	Revised

Additional Description and Considerations

Unit #	Division	Vehicle Year	Current Vehicle			New Vehicle Type	Code	Amount
1	DPW Administration	2018	Toyota RAV4 Hybrid	22,836	2/22/2023	Moved to 28	C	
26	DPW Water	2018	Ford F250 Super Duty XL	52,892	6/8/2023	Work Truck Class 3	C	92,503
27	DPW Water	2018	Ford F150 XL	63,725	9/12/2024	Pickup (Electric)	C	84,265
50	DPW Parks	2016	Ford F250 Super Duty	26,490	7/26/2024	Work Truck Class 3 Pick Up	C	92,502
52	DPW Highway	2018	Toyota RAV4	35,606	5/22/2024	SUV Hybrid	C	52,675
303	DPW Parks	X	None - Addition to Fleet			Withdrew Request	C	0
452	Finance Assessing	2013	Ford Taurus	42,238	5/28/2024	Equinox Electric	C	69,370
579	Police Department	2014	Ford Explorer Interceptor	59,710	9/12/2024	Equinox AWD	C	41,181
708	DPW Building Maintenanc	2016	Ford Transit S7E1	22,717	9/12/2024	Utility Van (Electric)	C	90,886
C-02	Fire Department	2021	Chevy Tahoe	12,149	9/13/2023	Public Safety Response Vehicle	C	108,627
			Core Fleet					**632,009**
3	DPW Fleet	2012	Ford F450 Super Duty	10,091	5/24/2023	Moved to 27	S	0
8	DPW Highway	2014	INTERNATIONAL 7400 Series	34,403	6/21/2023	Heavy Duty Truck Class 8 Large D	S	445,410
16	DPW Sewer	2014	FREIGHTLINER MT456 Box Truck	16,149	8/27/2024	Moved to 27	S	0
37	DPW Sewer	2010	IH 7500	29,869	9/9/2024	Moved to 27	S	0
42	DPW RTS	2014	INTERNATIONAL 7 Workstar 7600	39,173	9/5/2023	Moved to 27	S	0
70	DPW Parks	2017	Ford F550 Super Duty	41,995	9/11/2024	Work Truck Class 5	S	128,951
71	DPW Parks	2017	Ford F550 Super Duty	39,951	9/11/2024	Work Truck Class 5	S	128,951
81	DPW RTS	2011	Ford F550 Super Duty	64,808	9/12/2024	Work Truck Class 3	S	111,842
104	DPW RTS	2016	Volvo L110 Loader	7,022*	8/31/2023	Moved to 27	S	0
111	DPW Highway	2013	John Deere Trackless MT6	1,691*	7/29/2024	Sidewalk Plow	SI	283,454
143	DPW RTS	2019	Volvo L90H Loader	8,731*	9/11/2024	Loader	S	434,910
336	DPW Parks	2017	Toro Groundmaster 5910 Mower	3,043*	9/9/2024	Specialty Tractor	S	177,100
Bus 1	School	2017	Blue Bird School Bus (Diesel)	69,902	8/29/2024	School Bus (Electric)	S	375,437
R-04	Fire Department	2017	FORD E450 AMBULANCE	41,439	8/22/2024	Ambulance	S	638,220
			Specialized Equipment					**2,724,275**
36	DPW RTS	2014	Warren Ejector	NA		Specialty Trailer	T	116,184
63	DPW RTS	2018	Steco Refuse Trailer (Spector SWC	NA		Moved to 27	T	0
91	DPW RTS	2000	Screen Machine Scalper 107D	2,584*	6/16/2023	Moved to 27	T	0
126	DPW Highway	2016	Wanco WVTMM	NA		Specialty Trailer (Solar)	B	23,205
152	DPW Sewer	2010	Atlas Compco XAS185 Compresso	281*	12/28/2023	Moved to 27	T	0
156	DPW Water	2011	Baker ROBINSON 10" WATER PUM	831*	1/31/2024	Moved to 27	T	0
160	DPW Water	2013	Wach Utility (Mini Vactor)	228*	9/22/2023	Specialty Equipment Trailer	T	96,717
168	DPW Sewer	2010	Gorman-Rupp PA4A60 (Waste Pur	189*	7/23/2024	Moved to 27	T	0
186	DPW Parks	2010	Giant-Vac Monster	NA		Withdrew Request	T	0
193	DPW Water	2011	Magnum MLT3060K (Light Tower)	583*	9/22/2023	Specialty Equipment Trailer (Light	B	16,984
322	DPW Parks	2016	Cross County 16' Utility	NA		Specialty Trailer	B	6,141
323	DPW Parks	2010	PACE JV612SA	NA		Withdrew Request	B	0
332	DPW Parks	2016	Cross County 618TL5	NA		Specialty Trailer	B	6,141
			Trailers					**265,372**

The total requested is $3,621,656 which is a reduction of $1,696,448 from the plan last year for FY2026. The allocation by fund is $3,331,187 from the General Fund, $0 from the Sewer Enterprise, and $290,469 from the Water Enterprise. However, of those amounts $35,487 would be funded through the operating budget and $16,984 through the Water Enterprise fund budget.

Capital Request Detail

Project Title	Fleet Program FY2027			Fiscal Year	2027	Request Status	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Other (see below for information)	Site Preparation		Equipment	$6,552,172	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$6,552,172

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

*The funding request is submitted by the Finance Department, but the appropriations support most every function of Government including the Needham Public Schools.

The total request consists of both General and Enterprise Fund assets of which the portion that relates to an enterprise fund would be paid by the applicable enterprise fund. The table below summarizes the amount that would be paid from enterprise funds if approved.

Specific Questions:
Question 3: Does this project require any permitting by any Town or State agency? All vehicles which travel the public roadways must be registered through the Massachusetts Department of Motor Vehicles.

Question 5: Is specialized training or annual licensing required that the Town will need to pay in order to use the asset? Yes, some vehicles require a commercial driver's license to operate. Other vehicles have specialized equipment which requires periodic training and demonstrations on the proper and safe use of the equipment.

Question 13: If funded, will this project increase the operating expense for any other department? Increase costs may be incurred for any department that increases the number of vehicles used in the fleet. The Town's commercial and vehicle insurance expense could increase. Time and material expense for the Fleet division of DPW could increase with the additional vehicles. Conversely, newer vehicles generally have lower annual and maintenance expenses than older vehicles.

Capital Request Detail

Project Title	Fleet Program FY2027	Fiscal Year	2027	Request Status	Revised

Additional Description and Considerations

Unit #	Division	Vehicle Year	Current Vehicle			New Vehicle Type	Code	Amount
15	DPW Administration	2017	Ford Explorer	26,852	9/9/2024	SUV Hybrid	C	54,519
402	Health and Human Servic	2017	Ford Transit 350	38,719	9/12/2024	Passenger Van (Electric)	C	336,788
601	School	2018	Ford Transit Cargo Van	19,115	9/10/2024	Cargo Van (Electric)	C	76,236
706	DPW Building Maintenanc	2017	Ford Econ T250	23,433	9/11/2024	Utility Van (Electric)	C	94,067
C-07	Fire Department	2015	Ford F350	18,840	9/6/2024	Work Truck Class 3	C	124,151
C-42	Fire Department	2020	Ford Edge	29,626	8/21/2024	Public Safety Response Vehicle	C	82,749
Van 11	School	2018	Ford Transit 150	16,030	8/29/2024	Passenger Van (Electric)	C	95,634
			Core Fleet					**864,144**
3	DPW Fleet	2012	Ford F450 Super Duty	11,379	9/4/2024	Work Truck Class 5	S	133,464
6	DPW Highway	2015	International 7400 Series	22,039	9/12/2024	Heavy Duty Truck Class 8 Tractor	S	460,999
16	DPW Sewer	2014	Freightliner MT456 Box Truck	16,149	8/27/2024	Work Truck Class 5 Box Truck (CC	S	362,105
28	DPW Sewer	2019	Ford F350 Super Duty	32,290	9/12/2024	Work Truck Class 3	S	95,740
37	DPW Sewer	2010	IH 7500	29,869	9/9/2024	Work Truck Class 6 (Vactor)	S	749,531
42	DPW RTS	2014	INTERNATIONAL 7 Workstar 7600	45,371	9/4/2024	Heavy Duty Truck Class 8 Roll Off	S	542,312
48	DPW Highway	2019	Ford F450 Super Duty	31,400	9/12/2024	Work Truck Class 5	S	133,464
55	DPW Highway	2019	Ford F550 Super Duty	24,866	9/13/2024	Work Truck Class 5	S	133,464
65	DPW Parks	2019	Ford F350 Super Duty	26,045	9/12/2024	Work Truck Class 3	S	95,740
80	DPW RTS	2019	INTERNATIONAL 7300	62,831*	9/11/2024	Heavy Duty Truck Class 7 Tractor	S	962,382
94	DPW Sewer	2019	Ford F350 Super Duty	51,311	9/12/2024	Work Truck Class 3	S	95,740
104	DPW RTS	2016	Volvo L110 Loader	7,898*	9/12/2024	Loader	S	436,004
116	DPW Highway	2014	Prinoth SW4S	686*	4/10/2024	Sidewalk Plow	SI	293,375
SV-1	Fire Department	2018	Polaris Ranger XP900	737	8/22/2024	Polaris Ranger Crew	S	153,393
			Specialized Equipment					**4,647,713**
63	DPW RTS	2018	Steco Refuse Trailer (Spector SWC	NA		Specialty Trailer	T	120,250
91	DPW RTS	2000	Screen Machine Scalper 107D	2,584*	6/16/2023	Specialty Trailer	T	256,473
93	DPW RTS	2015	McCloskey Brothers Trommel Scre	3,852*	9/12/2024	Specialty Equipment Trailer (Scree	T	289,076
152	DPW Sewer	2010	Atlas Compco XAS185 Compresso	281*	12/28/2023	Specialty Trailer	T	30,592
156	DPW Water	2011	Baker Robinson (portable pump)	831*	1/31/2024	Specialty Trailer	T	83,625
159	DPW Water	2012	GS/Goodwin N32-9232 Portable P	101*	2/12/2020	Moved to 29	T	0
168	DPW Sewer	2010	Gorman-Rupp PA4A60 (Waste Pur	189*	7/23/2024	Specialty Trailer (Waste Pump)	T	83,625
253	DPW Parks	2010	Vermeer SC802 Stump Grinder	210*	9/26/2023	Specialty Trailer (Bobcat Stump Re	T	93,314
254	DPW Parks	2013	Bandit 250XP	1,300*	1/3/2024	Specialty Equipment Trailer (Chipp	T	83,360
			Trailers					**1,040,315**

The total requested is $6,552,172 which is an increase of $3,433,929 from the plan last year for FY2027. This change was primarily due to pushing ten vehicles from the FY2026 request to FY2027 plus an additional year of inflation which accponts for $2,797,981 of the increase. Another driver of the increase is converting one of the COA passenger vans from gas powered to electric which added $138,947 to the estimated cost. Another significant increase is the cost of the tractor for RTS which is $962,382, or $263,224 more than last year. The allocation by fund is $5,051,214 from the General Fund, $1,417,333 from the Sewer Enterprise, and $83,625 from the Water Enterprise.

Capital Request Detail

Project Title	Fleet Program FY2028			Fiscal Year	2028	Request Status	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Other (see below for information)	Site Preparation		Equipment	$4,219,192	Other Expenses	
Budget Impact			Project Cost Source			**Project Cost**	$4,219,192

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Not Applicable
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	Not Applicable

Project Description and Considerations

*The funding request is submitted by the Finance Department, but the appropriations support most every function of Government including the Needham Public Schools.

The total request consists of both General and Enterprise Fund assets of which the portion that relates to an enterprise fund would be paid by the applicable enterprise fund. The table below summarizes the amount that would be paid from enterprise funds if approved.

Specific Questions:
Question 3: Does this project require any permitting by any Town or State agency? All vehicles which travel the public roadways must be registered through the Massachusetts Department of Motor Vehicles.

Question 5: Is specialized training or annual licensing required that the Town will need to pay in order to use the asset? Yes, some vehicles require a commercial driver's license to operate. Other vehicles have specialized equipment which requires periodic training and demonstrations on the proper and safe use of the equipment.

Question 13: If funded, will this project increase the operating expense for any other department? Increase costs may be incurred for any department that increases the number of vehicles used in the fleet. The Town's commercial and vehicle insurance expense could increase. Time and material expense for the Fleet division of DPW could increase with the additional vehicles. Conversely, newer vehicles generally have lower annual and maintenance expenses than older vehicles.

Capital Request Detail

Project Title	Fleet Program FY2028	Fiscal Year	2028	Request Status	Revised

Additional Description and Considerations

Unit #	Division	Vehicle Year	Current Vehicle			New Vehicle Type	Code	Amount
1	DPW Administration	2018	Toyota RAV4 Hybrid	28,199	6/11/2024	SUV Hybrid	C	56,427
12	DPW Parks	2018	Ford F150	25,571	8/9/2024	Pickup (Electric)	C	90,266
20	DPW Water	2018	Toyota RAV 4	21,889	7/24/2024	SUV Hybrid	C	56,427
44	DPW Engineering	2018	Toyota RAV4 Hybrid	27,059	5/31/2024	SUV Hybrid	C	56,427
46	DPW Engineering	2018	Toyota RAV4 Hybrid	17,246	7/30/2024	SUV Hybrid	C	47,871
56	DPW RTS	2020	Ford F250 Super Duty	14,228	6/27/2024	Work Truck Class 3 Pick Up	C	99,091
57	DPW Highway	2020	Ford F350 Super Duty	35,922	8/15/2024	Work Truck Class 3 Pick Up	C	99,091
Van 02	School	2020	Ford Transit 150 AWD	18,002	8/29/2024	Passenger Van (Electric)	C	98,981
Van 04	School	2019	Ford Transit 150 AWD	31,073	8/29/2024	Passenger Van (Electric)	C	98,981
			Core Fleet					**703,562**
106	DPW Highway	2015	Prinoth SW4S			Moved to 29		
117	DPW Highway	2015	Prinoth SW4S	425*	4/10/2024	Sidewalk Plow	SI	303,643
182	DPW Highway	2018	Elgin Pelican Sweeper	1,938*	9/12/2024	Street Sweeper (Hybrid)	S	767,554
313	DPW Highway	2015	Prinoth SW4S			Withdrew Request	SI	
E-03	Fire Department	2014	KME Fire Engine (79' Aerial)	3,382*	8/22/2024	Fire Engine Quint	S	2,167,951
			Specialized Equipment					**3,239,148**
29	DPW Sewer	2016	PJ Trailers U7122 (Water Jet)	33*	8/21/2023	Specialty Trailer (Water Jet)	T	102,307
58	DPW RTS	2019	Spec Utility SW045	NA		Specialty Trailer	T	124,459
120	DPW Engineering	2017	Wanco WVTMM	NA		Specialty Trailer (Solar)	B	24,858
127	DPW Engineering	2018	Wanco WVTMM	NA		Specialty Trailer (Solar)	B	24,858
			Trailers					**276,482**

The total requested is $4,219,192 which is an increase of $429,406 from the plan last year for FY2028. The major change is the addition of an electric street sweeper with an estimated cost of $767,554. This increase was offset in part by withdrawing the request for one sidewalk plow and pushing funding for the other sidewalk plow off until FY2029. The allocation by fund is $4,060,458 from the General Fund, $102,307 from the Sewer Enterprise, and $56,427 from the Water Enterprise. However, of those amounts $49,716 would be funded through the operating budget.

Truck Classification
Class 1 = Smallest Pick-up Trucks 6,000 lbs.
Class 2 = Full Size or 1/2 Ton Pick-up Trucks 6K to 10K lbs. (ex Ford F150 and F250)
Class 3 = Heavy Duty Pick-up Trucks 10K to 14K lbs. (ex Ford F350)
Class 4 = Medium Size Work Trucks 14K to 16K lbs. (ex Ford F450)
Class 5 = Medium Job Trucks 16K to 19.5K lbs. (ex Ford F550)
Class 6 = Medium to Large Trucks 19.5K to 26K (ex Ford F650)
Class 7 = Heavy Duty Trucks 26K to 33K (ex Ford F750) Requires Class B Commercial
Class 8 = Largest Heavy Duty Trucks 33K lbs. or more (ex 18-wheeler)

Capital Request Detail

Project Title	Fleet Program FY2029			Fiscal Year	2029	Request Status	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Other (see below for information)	Site Preparation		Equipment	$3,883,121	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$3,883,121

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Not Applicable
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	Not Applicable

Project Description and Considerations

*The funding request is submitted by the Finance Department, but the appropriations support most every function of Government including the Needham Public Schools.

The total request consists of both General and Enterprise Fund assets of which the portion that relates to an enterprise fund would be paid by the applicable enterprise fund. The table below summarizes the amount that would be paid from enterprise funds if approved.

Specific Questions:
Question 3: Does this project require any permitting by any Town or State agency? All vehicles which travel the public roadways must be registered through the Massachusetts Department of Motor Vehicles.

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Capital Request Detail

Project Title	Fleet Program FY2029	Fiscal Year	2029	Request Status	Revised

Additional Description and Considerations

Unit #	Division	Vehicle Year	Current Vehicle			New Vehicle Type	Code	Amount
24	DPW Water	2019	Ford Transit Connect Cargo	19,788	9/11/2024	Utility Van (Electric)	C	100,766
31	DPW Sewer	2021	Ford F150	9,401	6/21/2024	Pickup (Electric)	C	93,426
92	DPW Engineering	2019	Ford T150 Transit Cargo	14,813	9/11/2024	Utility Van (Electric)	C	100,766
301	DPW Parks	2019	Ford Transit Cargo	38,936	9/11/2024	Utility Van (Electric)	C	100,766
401	Health and Human Servic	2019	Ford Transit Connect Wagon	13,513	9/12/2024	Passenger Van (Electric)	C	79,648
405	Health and Human Servic	2019	Ford Transit 350	9,974	9/9/2024	Passenger Van (Electric)	C	359,845
600	School	2018	Ford Transit Cargo	8,798	9/10/2024	Cargo Van (Electric)	C	100,831
702	DPW Building Maintenanc	2019	Ford F250 Super Duty	23,784	9/12/2024	Moved to 30	C	0
704	DPW Building Maintenanc	2019	Ford Transit Connect Cargo	18,585	9/11/2024	Utility Van (Electric)	C	100,766
715	DPW Building Maintenanc	2020	Ford Transit Connect Cargo	18,874	9/11/2024	Moved to 30	C	0
C-01	Fire Department	2023	Chevy Tahoe	NA		Public Safety Response Vehicle	C	107,858
Van 01	School	2020	Ford Transit 150 AWD	25,919	8/29/2024	Passenger Van (Electric)	C	102,446
			Core Fleet					**1,247,118**
7	DPW Highway	2017	INTERNATIONAL 7400	24,335	9/4/2024	Heavy Duty Truck Class 7 Tractor	S	493,834
43	DPW Highway	2021	Ford F350	24,805	9/13/2024	Work Truck Class 3	S	102,560
49	DPW Highway	2017	Mack GU713	41,441	9/12/2024	Heavy Duty Truck Class 7 Tractor	S	580,356
76	DPW Highway	2019	Bobcat A770	1,958*	8/20/2024	Loader	S	166,125
106	DPW Highway	2015	Prinoth SW4S	321*	8/13/2024	Sidewalk Plow	SI	314,270
143	DPW RTS	2019	Volvo Loader L90H	8,731*	9/11/2024	Moved to 26	S	0
R-01	Fire Department	2021	FORD E550 AMBULANCE	33,195	8/22/2024	Ambulance	S	707,608
			Specialized Equipment					**2,364,753**
60	DPW RTS	2020	Spector SW045	NA		Open Top Trailer	T	128,815
64	DPW RTS	2021	Spector SW045	NA		Moved to 30	T	0
159	DPW Water	2012	GS/Goodwin N32-9232 Portable P	101*	2/12/2020	Specialty Trailer (Portable Pump)	T	89,582
183	DPW Parks	2017	Giant-Vac Monster	59*	12/13/2023	Specialty Equipment Trailer (Leaf \	T	52,853
			Trailers					**271,250**

The total requested is $3,883,121 which is an increases of $1,677,484 from the plan last year for FY2029. The primary driver is the addition of eight vehicles to the replacement schedule with an estimated cost of $2,004,609. This increase was offset in part ($780,248) by pushing four vehicles to other years. The allocation by fund is $3,599,347 from the General Fund, $93,426 from the Sewer Enterprise, and $190,348 from the Water Enterprise.

Truck Classification
Class 1 = Smallest Pick-up Trucks 6,000 lbs.
Class 2 = Full Size or 1/2 Ton Pick-up Trucks 6K to 10K lbs. (ex Ford F150 and F250)
Class 3 = Heavy Duty Pick-up Trucks 10K to 14K lbs. (ex Ford F350)
Class 4 = Medium Size Work Trucks 14K to 16K lbs. (ex Ford F450)
Class 5 = Medium Job Trucks 16K to 19.5K lbs. (ex Ford F550)
Class 6 = Medium to Large Trucks 19.5K to 26K (ex Ford F650)
Class 7 = Heavy Duty Trucks 26K to 33K (ex Ford F750) Requires Class B Commercial
Class 8 = Largest Heavy Duty Trucks 33K lbs. or more (ex 18-wheeler)

Capital Request Detail							
Project Title	Fleet Program FY2030			Fiscal Year	2030	Request Status	New
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Other (see below for information)	Site Preparation		Equipment	$5,607,525	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$5,607,525

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Not Applicable
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	Not Applicable

Project Description and Considerations

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Capital Request Detail

Project Title	Fleet Program FY2030	Fiscal Year	2030	Request Status	New

Additional Description and Considerations

Unit #	Division	Vehicle Year	Current Vehicle			New Vehicle Type	Code	Amount
702	DPW Building Maintenan	2019	Ford F250 Super Duty	23,784	9/12/2024	Work Truck Class 3	C	106,149
704	DPW Building Maintenan	2020	Ford F150 XL	15,475	9/12/2024	Work Truck Class 3	C	106,149
715	DPW Building Maintenan	2020	Ford Transit Cargo Van	18,874	9/11/2024	Utility Van (Electric)	C	104,293
			Core Fleet					**316,591**
4	DPW Fleet	2019	Ford F350 Super Duty	10,534	8/15/2024	Work Truck Class 3	S	106,149
14	DPW Water	2020	International Harvester HV507	13,029	8/29/2024	Heavy Duty Truck Class 7 Tractor	S	600,669
22	DPW Water	2020	Ford F450 Super Duty	27,632	9/12/2024	Work Truck Class 5	S	147,974
39	DPW Highway	2022	Ford F550 Super Duty	5,174	9/12/2024	Work Truck Class 5	S	147,974
47	DPW Highway	2018	INTERNATIONAL 7400	21,755	8/8/2024	Heavy Duty Truck Class 7 Tractor	S	511,118
181	DPW Highway	2020	Elgin Pelican Sweeper	1,203*	8/30/2024	Street Sweeper (Hybrid)	S	822,223
Bus 14	School Department	2021	Blue Bird (Gas)	30,923	8/29/2024	School Bus (Electric)		430,823
E-02	Fire Department	2020	E-One Typhoon	22,691	8/22/2024	Fire Engine	S	1,549,393
R-02	Fire Department	2022	Ford E550 Horton	16,267	8/22/2024	Ambulance	S	732,626
			Specialized Equipment					**5,048,949**
62	DPW Parks	2016	Cross Country	NA		Specialty Trailer	B	7,047
64	DPW RTS	2022	Spector SW045	NA		Open Top Trailer	T	133,323
121	DPW Highway	2020	Wanco	NA		Specialty Trailer (Solar)	T	26,628
122	DPW Highway	2020	Wanco	NA		Specialty Trailer (Solar)	T	26,628
129	DPW Highway	2018	Sure-Trac	NA		Specialty Trailer	B	20,845
328	DPW Parks	2018	Cross Country	NA		Specialty Trailer	B	11,495
330	DPW Highway	2018	Sure-Trac	NA		Specialty Trailer	B	12,712
331	DPW WW	2018	B-Wis	NA		Specialty Trailer	B	3,307
			Trailers					**241,985**

The total request for FY2030 is $5,607,525. The allocation by fund is $4,855,575 from the General Fund, nothing form the Sewer Enterprise, and $751,950 from the Water Enterprise. However of those amounts $52,099 would be funded through the operating budget and $3,307 through the Water Enterprise budget.

Truck Classification
Class 1 = Smallest Pick-up Trucks 6,000 lbs.
Class 2 = Full Size or 1/2 Ton Pick-up Trucks 6K to 10K lbs. (ex Ford F150 and F250)
Class 3 = Heavy Duty Pick-up Trucks 10K to 14K lbs. (ex Ford F350)
Class 4 = Medium Size Work Trucks 14K to 16K lbs. (ex Ford F450)
Class 5 = Medium Job Trucks 16K to 19.5K lbs. (ex Ford F550)
Class 6 = Medium to Large Trucks 19.5K to 26K (ex Ford F650)
Class 7 = Heavy Duty Trucks 26K to 33K (ex Ford F750) Requires Class B Commercial
Class 8 = Largest Heavy Duty Trucks 33K lbs. or more (ex 18-wheeler)

Capital Funding Request							
Title	**Trail Signage and Kiosk Installation**			Submitted by	Planning & Community Development		
Request Type	Standalone Funding Request	Capital Type	Land	Funding Request	$104,400	Funding Year	2026

Description

This funding request is to bid out the purchase and installation of new trail signs, Kiosks, and lastly to update trail mapping.

The Town of Needham is fortunate to have many permanently protected open spaces which include a generous network of open trails that provide opportunities for passive recreation, such as hiking, cross-country skiing, biking and access to ponds. Over the years trail wayfinding signage in many heavily used areas has significantly deteriorated to the point where it is confusing or nonexistent. In addition, there is no uniformity in the appearance of signage and maps for each area.

The overall project goals are to increase trail use, visibility, safety and the overall user experience by developing a consistent approach and appearance ("brand") for trail maps and signage for Needham's open space. Specific elements of the project include:
• Development of a consistent approach and appearance
• Update Town's trail webpage
• Update trail maps
• Purchase and install new signage as noted below:

Entrance signs at major properties
Trail Kiosks at main entrances
Trail Head Signs
Trail Junction Signs

- o Trail Markers
- o QR code based interpretive markers
- o Miscellaneous signs such as parking, trail closure, etc.
- • Allowance for materials to repair certain trail structures (bridges, boardwalks, bog-walks, etc)

This project is consistent with one of the key goals and objectives of the Needham Trails Master Plan (2008), previously funded by the Community Preservation Committee, to: "Improve trail visibility, access and use. Needham residents currently do not use the trail system to its fullest extent because of low visibility and varying levels of userfriendliness. To encourage increased trail use, which provides health benefits and increases environmental awareness, measures should be taken to promote use of the trail system; make residents aware of trails; and improve the usability of trails by adding signs, kiosks, and providing maps."

Project Location/Address:
Various open space properties in Needham, including Ridge Hill, Town Forest, Needham Reservoir,
Newman School, Mitchell Woods, Rosemary Lake, Greendale Ave and the Rail Trail.

Property Ownership (Control):
Properties are owned by the Town of Needham and are controlled by various Town departments including

Capital Funding Request			
Title	**Trail Signage and Kiosk Installation**	Submitted by	Planning & Community Development

COST ESTIMATE - The Cost Estimate was prepared by the Conservation Division staff and Conservation Commission Chair, based on quotes obtained from Metrowest Fence, Inc., AIR Graphics and Timberhomes Vermont

Kiosks & Entrance Signs	$29,150
Trail Signs	$5,600
Sign Posts & Installation	$36,600
Trail Materials	$7,500
Graphic Artist & Misc.	$8,050
Subtotal	$86,900
Contingency & Escalation	$17,400
Total Project	$104,400

SCHEDULE - TIMELINE:

NOVEMBER 2024	**Initial CPC Eligibility Application Due**
JANUARY 2025	**Response to CPC Due Diligence Questions**
JANUARY-FEBRUARY	**CPC Review**
MID-MARCH	**CPC Public Hearing**
END OF MARCH	**CPC Recommendation to Town Meeting**
MAY 2025	**Town Meeting Votes CPC Funding**
SUMMER 2025	**Sign/Kiosk Installation**

Capital Request Detail

Project Title	Trail signage and Kiosk installation			Fiscal Year	2026	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$31,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment	$52,600	Other Expenses	$20,800
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$104,400

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	Yes
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This funding request is to bid out the purchase and installation of new trail signs, Kiosks, and lastly to update trail mapping.

The Town of Needham is fortunate to have many permanently protected open spaces which includes a generous network of open trails that provide opportunities for passive recreation, such as hiking, cross-country skiing, biking and access to ponds. Over the years trail wayfinding signage in many heavily used areas has significantly deteriorated to the point where it is confusing or nonexistent. In addition, there is no uniformity in the appearance of signage and maps for each area.

The overall project goals are to increase trail use, visibility, safety and the overall user experience by developing a consistent approach and appearance ("brand") for trail maps and signage for Needham's open space. Specific elements of the project include:

- Development of a consistent approach and appearance
- Update Town's trail webpage
- Update trail maps
- Purchase and install new signage as noted below:
  - Entrance signs at major properties
  - Trail Kiosks at main entrances
  - Trail Head Signs

Capital Request Detail					
Project Title	Trail signage and Kiosk installation	Fiscal Year	2026	Request Type	New

Additional Description and Considerations

- o Trail Markers
- o QR code based interpretive markers
- o Miscellaneous signs such as parking, trail closure, etc.
- • Allowance for materials to repair certain trail structures (bridges, boardwalks, bog-walks, etc)

This project is consistent with one of the key goals and objectives of the Needham Trails Master Plan (2008), previously funded by the Community Preservation Committee, to: *"Improve trail visibility, access and use. Needham residents currently do not use the trail system to its fullest extent because of low visibility and varying levels of userfriendliness. To encourage increased trail use, which provides health benefits and increases environmental awareness, measures should be taken to promote use of the trail system; make residents aware of trails; and improve the usability of trails by adding signs, kiosks, and providing maps."*

Project Location/Address:
Various open space properties in Needham, including Ridge Hill, Town Forest, Needham Reservoir, Newman School, Mitchell Woods, Rosemary Lake, Greendale Ave and the Rail Trail.

Property Ownership (Control):
Properties are owned by the Town of Needham and are controlled by various Town departments including Park and Recreation, Conservation Commission, Select Board and the School Committee.

COST ESTIMATE - The Cost Estimate was prepared by the Conservation Division staff and Conservation Commission Chair, based on quotes obtained from Metrowest Fence, Inc., AIR Graphics and Timberhomes Vermont

Kiosks & Entrance Signs	$29,150
Trail Signs	$5,600
Sign Posts & Installation	$36,600
Trail Materials	$7,500
Graphic Artist & Misc.	$8,050
Subtotal	$86,900
Contingency & Escalation	$17,400
Total Proiect	$104.400

Capital Request Detail					
Project Title	Trail signage and Kiosk installation	Fiscal Year	2026	Request Type	New

SCHEDULE - TIMELINE:

NOVEMBER 2024	**Initial CPC Eligibility Application Due**
JANUARY 2025	**Response to CPC Due Diligence Questions**
JANUARY-FEBRUARY	**CPC Review**
MID-MARCH	**CPC Public Hearing**
END OF MARCH	**CPC Recommendation to Town Meeting**
MAY 2025	**Town Meeting Votes CPC Funding**
SUMMER 2025	**Sign/Kiosk Installation**

Capital Funding Request							
Title	**LIFEPAK 35 DEFIB MONITOR**			Submitted by	Fire Department		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	$62,842	Funding Year	2026

Description

This request is to purchase a LIFEPAK 35 (LP35)

Capital Request Detail

Project Title	LIFEPAK 35 Monitor/Defib			Fiscal Year	2026	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$62,842	Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$62,842

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

The LifePak 35(LP35) is Stryker Medical Equipment's newest state of the art cardiac monitor. We are currently utilizing the LifePak 15(LP15). The LP35 software allows for a quicker recognition and definitive diagnosis of certain cardiac arrythmias. This will give our care providers more information when deciding the proper point of entry for our residents. The LP35 also decreases the pauses in chest compressions during CPR through a software which can still analyze cardiac rhythms while CPR is continued, with our current monitors CPR must be paused to analyze if a patient has a shockable rhythm. Research has shown that the fewer pauses in high quality CPR led to a higher survivability rate. Having this monitor will allow us to upgrade our 2nd engine company to an ALS engine.

The Life Span of a LifePak 35(LP35) is 8 years.

Capital Request Detail					
Project Title	LIFEPAK 35 Monitor/Defib	Fiscal Year	2026	Request Type	Existing

Additional Description and Considerations

In the future we will be requesting these monitors with the purchase of new ambulances and fire engines as part of their equipment requirements. This will ensure we have the newest innovations in cardiac monitoring, as well as ensure equipment is replaced prior to the end of it's life span. We do not anticipate needing to make additional capital requests for this equipment going forward.

Capital Funding Request							
Title	**Ongoing PPE Replacement**			Submitted by	Fire Department		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	$103,958	Funding Year	2026

Description

This request is to continue our PPE replacement program using different criteria to previous years.

Capital Request Detail

Project Title	Ongoing PPE Replacement Program			Fiscal Year	2026	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$103,958	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$103,958

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is to replace Personal Protective Equipment PPE ("bunker gear") for all personnel annually based on the expiration date of gear. Through this program we have been able to ensure that all line personnel now have two sets of PPE available and that the life span of the equipment does not exceed the 10-year NFPA guideline. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. The availability of more than one set of PPE can help to significantly reduce potential long term health risks faced by personnel.

The PPE requested includes boots, helmets, firefighting pants, coats, etc. Our firefighting personnel regularly work in highly toxic environments caused by spills, chemical releases, and the products of combustion. Numerous studies have shown that the number of carcinogens and other toxins associated with the fire ground to be extremely high. Further, the toxicity of these carcinogens appears to be much greater and more concentrated today due to the widespread use of synthetic and petroleum-based building materials and furnishings found in modern construction. These unhealthy contaminants, chemicals, toxins, and carcinogens adhere to our firefighters' "bunker gear", thus creating a lingering exposure concern not only for the firefighters, but to members of the public as they respond to incidents. Recent research by NIOSH, CDC, National Fallen Firefighters Foundation, and others clearly points to the increased risks of cancer due to firefighters wearing contaminated gear.

The funding request is based on an average of replacement cost over the next 3 years, 2026, 2027 and 2028. This is because the number of sets to be replaced varies from year to year so the funding amount may be expended over a three-year period to smooth out the annual financial impact of purchasing the equipment.

Capital Request Detail

Project Title	Ongoing PPE Replacement Program			Fiscal Year	2027	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$146,246	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		Industry References		**Project Cost**	$146,246

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is to replace Personal Protective Equipment PPE ("bunker gear") for all personnel annually based on the expiration date of gear. Through this program we have been able to ensure that all line personnel now have two sets of PPE available and that the life span of the equipment does not exceed the 10-year NFPA guideline. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. The availability of more than one set of PPE can help to significantly reduce potential long term health risks faced by personnel.

The PPE requested includes boots, helmets, firefighting pants, coats, etc. Our firefighting personnel regularly work in highly toxic environments caused by spills, chemical releases, and the products of combustion. Numerous studies have shown that the number of carcinogens and other toxins associated with the fire ground to be extremely high. Further, the toxicity of these carcinogens appears to be much greater and more concentrated today due to the widespread use of synthetic and petroleum-based building materials and furnishings found in modern construction. These unhealthy contaminants, chemicals, toxins, and carcinogens adhere to our firefighters' "bunker gear", thus creating a lingering exposure concern not only for the firefighters, but to members of the public as they respond to incidents. Recent research by NIOSH, CDC, National Fallen Firefighters Foundation, and others clearly points to the increased risks of cancer due to firefighters wearing contaminated gear.

The funding request is based on an average of replacement cost over the next 3 years, 2027, 2028 and 2029. This is because the number of sets to be replaced varies from year to year so the funding amount may be expended over a three-year period to smooth out the annual financial impact of purchasing the equipment.

Capital Request Detail

Project Title	Ongoing PPE Replacement Program			Fiscal Year	2028	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$133,912	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		Industry References		**Project Cost**	$133,912

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is to replace Personal Protective Equipment PPE ("bunker gear") for all personnel annually based on the expiration date of gear. Through this program we have been able to ensure that all line personnel now have two sets of PPE available and that the life span of the equipment does not exceed the 10-year NFPA guideline. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. The availability of more than one set of PPE can help to significantly reduce potential long term health risks faced by personnel.

The PPE requested includes boots, helmets, firefighting pants, coats, etc. Our firefighting personnel regularly work in highly toxic environments caused by spills, chemical releases, and the products of combustion. Numerous studies have shown that the number of carcinogens and other toxins associated with the fire ground to be extremely high. Further, the toxicity of these carcinogens appears to be much greater and more concentrated today due to the widespread use of synthetic and petroleum-based building materials and furnishings found in modern construction. These unhealthy contaminants, chemicals, toxins, and carcinogens adhere to our firefighters' "bunker gear", thus creating a lingering exposure concern not only for the firefighters, but to members of the public as they respond to incidents. Recent research by NIOSH, CDC, National Fallen Firefighters Foundation, and others clearly points to the increased risks of cancer due to firefighters wearing contaminated gear.

The funding request is based on an average of replacement cost over the next 3 years, 2028,.2029 and 2030. This is because the number of sets to be replaced varies from year to year so the funding amount may be expended over a three-year period to smooth out the annual financial impact of purchasing the equipment.

Capital Request Detail

Project Title	Ongoing PPE Replacement Program			Fiscal Year	2029	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$72,242	Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$72,242

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is to replace Personal Protective Equipment PPE ("bunker gear") for all personnel annually based on the expiration date of gear. Through this program we have been able to ensure that all line personnel now have two sets of PPE available and that the life span of the equipment does not exceed the 10-year NFPA guideline. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. The availability of more than one set of PPE can help to significantly reduce potential long term health risks faced by personnel.

The PPE requested includes boots, helmets, firefighting pants, coats, etc. Our firefighting personnel regularly work in highly toxic environments caused by spills, chemical releases, and the products of combustion. Numerous studies have shown that the number of carcinogens and other toxins associated with the fire ground to be extremely high. Further, the toxicity of these carcinogens appears to be much greater and more concentrated today due to the widespread use of synthetic and petroleum-based building materials and furnishings found in modern construction. These unhealthy contaminants, chemicals, toxins, and carcinogens adhere to our firefighters' "bunker gear", thus creating a lingering exposure concern not only for the firefighters, but to members of the public as they respond to incidents. Recent research by NIOSH, CDC, National Fallen Firefighters Foundation, and others clearly points to the increased risks of cancer due to firefighters wearing contaminated gear.

The funding request is based on an average of replacement cost over the next 3 years, 2029, 2030 and 2031 because the number of sets to be replaced varies from year to year so funding amount may be expended over a three-year period to smooth out the annual financial impact of purchasing the equipment.

Capital Request Detail

Project Title	Ongoing PPE Replacement Program			Fiscal Year	2030	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$49,336	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		Industry References		**Project Cost**	$49,336

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is to replace Personal Protective Equipment PPE ("bunker gear") for all personnel annually based on the expiration date of gear. Through this program we have been able to ensure that all line personnel now have two sets of PPE available and that the life span of the equipment does not exceed the 10-year NFPA guideline. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. The availability of more than one set of PPE can help to significantly reduce potential long term health risks faced by personnel.

The PPE requested includes boots, helmets, firefighting pants, coats, etc. Our firefighting personnel regularly work in highly toxic environments caused by spills, chemical releases, and the products of combustion. Numerous studies have shown that the number of carcinogens and other toxins associated with the fire ground to be extremely high. Further, the toxicity of these carcinogens appears to be much greater and more concentrated today due to the widespread use of synthetic and petroleum-based building materials and furnishings found in modern construction. These unhealthy contaminants, chemicals, toxins, and carcinogens adhere to our firefighters' "bunker gear", thus creating a lingering exposure concern not only for the firefighters, but to members of the public as they respond to incidents. Recent research by NIOSH, CDC, National Fallen Firefighters Foundation, and others clearly points to the increased risks of cancer due to firefighters wearing contaminated gear.

The funding request is based on an average of replacement cost over the next 3 years, 2030, 2031 and 2032 because the number of sets to be replaced vary from year to year so funding amount may be expended over a three-year period to smooth out the annual financial impact of purchasing the equipment .

Capital Request Detail

Project Title	Ongoing PPE Replacement Program			Fiscal Year	2031	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$68,718	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		Industry References		**Project Cost**	$68,718

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's		No

Project Description and Considerations

This request is to replace Personal Protective Equipment PPE ("bunker gear") for all personnel annually based on the expiration date of gear. Through this program we have been able to ensure that all line personnel now have two sets of PPE available and that the life span of the equipment does not exceed the 10-year NFPA guideline. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. The availability of more than one set of PPE can help to significantly reduce potential long term health risks faced by personnel.

The PPE requested includes boots, helmets, firefighting pants, coats, etc. Our firefighting personnel regularly work in highly toxic environments caused by spills, chemical releases, and the products of combustion. Numerous studies have shown that the number of carcinogens and other toxins associated with the fire ground to be extremely high. Further, the toxicity of these carcinogens appears to be much greater and more concentrated today due to the widespread use of synthetic and petroleum-based building materials and furnishings found in modern construction. These unhealthy contaminants, chemicals, toxins, and carcinogens adhere to our firefighters' "bunker gear", thus creating a lingering exposure concern not only for the firefighters, but to members of the public as they respond to incidents. Recent research by NIOSH, CDC, National Fallen Firefighters Foundation, and others clearly points to the increased risks of cancer due to firefighters wearing contaminated gear.

The funding request is based on an average of replacement cost over the next 3 years, 2031, 2032 and 2033 because the number of sets to be replaced vary from year to year so funding amount may be expended over a three-year period to smooth out the annual financial impact of purchasing the equipment.

Capital Request Detail

Project Title	Ongoing PPE Replacement Program			Fiscal Year	2032	Request Type	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment	$56,384	Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$56,384

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is to replace Personal Protective Equipment PPE ("bunker gear") for all personnel annually based on the expiration date of gear. Through this program we have been able to ensure that all line personnel now have two sets of PPE available and that the life span of the equipment does not exceed the 10-year NFPA guideline. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. The availability of more than one set of PPE can help to significantly reduce potential long term health risks faced by personnel.

The PPE requested includes boots, helmets, firefighting pants, coats, etc. Our firefighting personnel regularly work in highly toxic environments caused by spills, chemical releases, and the products of combustion. Numerous studies have shown that the number of carcinogens and other toxins associated with the fire ground to be extremely high. Further, the toxicity of these carcinogens appears to be much greater and more concentrated today due to the widespread use of synthetic and petroleum-based building materials and furnishings found in modern construction. These unhealthy contaminants, chemicals, toxins, and carcinogens adhere to our firefighters' "bunker gear", thus creating a lingering exposure concern not only for the firefighters, but to members of the public as they respond to incidents. Recent research by NIOSH, CDC, National Fallen Firefighters Foundation, and others clearly points to the increased risks of cancer due to firefighters wearing contaminated gear.

The funding request is based on an average of replacement cost over the next 3 years, 2032, 2033 and 2034 because the number of sets to be replaced vary from year to year so funding amount may be expended over a three-year period to smooth out the annual financial impact of purchasing the equipment.

Capital Funding Request							
Title	**Choral Risers and Acoustical Shells for Needham High School**			Submitted by	Needham Public Schools		
Request Type	Standalone Funding Request	Capital Type	Equipment	Funding Request	$60,000	Funding Year	2026

Description

This is a request to purchase a two-tiered choral riser staging system and seven (7) acoustical shells for Needham High School (NHS). The risers and shells are portable, can be moved around the High School as necessary, and can be folded for storage when not in use. The tiered risers would consist of four (4) eight-foot rectangular sections with fixed height legs, guardrails, and two stairways with railings. The riser tiers would have an eight-inch rise and four feet of depth. The purchase also includes three (3) universal storage carts for the decks and rails. Images of the risers and shells are depicted in the picture below.

NHS last purchased choral risers over fifteen years ago. The current risers are cumbersome, difficult for staff to set up without custodial help, and have suffered wear over the years from usage at both indoor and outdoor events. We are anticipating that these risers will fail soon with their current continued usage. The new risers have a more efficient and user friendly design that can easily be moved/installed by staff. We plan to keep the current risers for use at outside events such as pep rallies, graduation, and the Blue Tree Lighting. This use plan will ensure that the new risers do not suffer undue wear from weather and will also lengthen the life of our current risers by reducing the usage.

Riser System with Guardrails and Stairways:

Acoustical Shells:

Capital Request Detail

Project Title	Choral Risers and Acoustical Shells for Needham High School			Fiscal Year	2026	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$60,000	Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$60,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This is a request to purchase choral risers ($22,500) and seven acoustical shells ($37,500) for NHS. The shells and risers are portable, and can be moved around the High School as necessary.

The Fine and Performing Arts Deaprtment will submit a Needham Education Foundation Large Grant application to offset the cost of the riser purchase. If approved in full or in part, the FY26 capital request could be reduced by a corresponding amount.

Capital Funding Request							
Title	**School Copier Replacement**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	$400,000	Funding Year	See Attached

Description

In May of 2003, Town Meeting authorized $60,000 in first year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all 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.

Copier replacement is planned on a life-cycle basis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. As a result, heavily used copiers are replaced more frequently than copiers that are lightly used. The average life cycle is calculated at 8 years, although planned replacement ages range from 3 - 12 years, depending on use and regular service. (The average manufacturer's lifepan for copiers is five years for a typical, floor-standing copiers.) It is important to replace these machines regularly, particularly those reaching an age of 10 or more years, given the additional operating expense associated with maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis also assumes that copiers are re-deployed around the District as needed, to better match projected usage with equipment capacity.

Note that the copier costs during FY26-29, the first four years of the CIP, increase slightly based on an updated replacement schedule and rounding. The updated replacement schedule is based on actual and projected usage information and increased equipment expense, particulary for production machines located at the Production Center (in FY29 and FY30.)

FY25-29 (Prior Year) Capital Rrecommendation			FY26-30 (Current) Capital Request			
Fiscal Year	# Copiers To Replace	Total Projected Cost	Fiscal Year	# Copiers To Replace	Total Projected Cost	$ Inc/(Dec)
						N/A
2026	3.00	$56,745	2026	4.00	$60,000	$3,255
2027	4.00	$65,143	2027	5.00	$70,000	$4,857
2028	5.00	$61,335	2028	8.00	$80,000	$18,665
2029	8.00	$65,444	2029	3.00	$70,000	$4,556
			2030	5.00	$120,000	N/A
Total	**20**	**$248,667**	**Total**	**25**	**$400,000**	**$31,333**

Capital Request Detail

Project Title	School Copier Replacement			Fiscal Year	2026	Request Type	Revised
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$60,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$60,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY26 request is to replace four copiers in the following locations: Newman Main Office, Newman Lower Level, NHS Grade Level Office, and High Rock Main Office. This request increased by $3,255 based on an updated replacement schedule that reflects projected usage, increased replacement cost, and rounding.

FY25-29 (Prior Year) Capital Rrecommendation			FY26-30 (Current) Capital Request			
Fiscal Year	# Copiers To Replace	Total Projected Cost	Fiscal Year	# Copiers To Replace	Total Projected Cost	$ Inc/(Dec)
						N/A
2026	3.00	$56,745	2026	4.00	$60,000	$3,255
2027	4.00	$65,143	2027	5.00	$70,000	$4,857
2028	5.00	$61,335	2028	8.00	$80,000	$18,665
2029	8.00	$65,444	2029	3.00	$70,000	$4,556
			2030	5.00	$120,000	N/A
Total	**20**	**$248,667**	**Total**	**25**	**$400,000**	**$31,333**

Capital Request Detail

Project Title	School Copier Replacement			Fiscal Year	2027	Request Type	Revised
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$70,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$70,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The FY27 request is to replace five copiers in the following locations: Broadmeadow Main Office, Newman Room 242 Hallway/Corridor, Eliot upstairs Teacher's Room, NHS Room 703 English/ Social Studies Office, and Mitchell Room 17. This request increased by $4,857, based on an updated replacement schedule that reflects projected usage, increased replacement cost, and rounding.

FY25-29 (Prior Year) Capital Rrecommendation			FY26-30 (Current) Capital Request			
Fiscal Year	# Copiers To Replace	Total Projected Cost	Fiscal Year	# Copiers To Replace	Total Projected Cost	$ Inc/(Dec)
						N/A
2026	3.00	$56,745	2026	4.00	$60,000	$3,255
2027	4.00	$65,143	2027	5.00	$70,000	$4,857
2028	5.00	$61,335	2028	8.00	$80,000	$18,665
2029	8.00	$65,444	2029	3.00	$70,000	$4,556
			2030	5.00	$120,000	N/A
Total	**20**	**$248,667**	**Total**	**25**	**$400,000**	**$31,333**

Capital Request Detail

Project Title	School Copier Replacement			Fiscal Year	2028	Request Type	Revised
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$80,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$80,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY28 request is to replace eight copiers in the following locations: Newman Room 340 Science Center, Emery Grover Main Level, Eliot Lower Level Teacher's Room, NHS Room 905 Fine & Performing Arts Office, Room 704 World Language Office, NHS Room 607 Health Office, Sunita Williams First Floor, and Sunita Williams Third Floor. This request increased by $18,665, based on an updated replacement schedule that reflects projected usage, increased replacement cost, and rounding.

FY25-29 (Prior Year) Capital Rrecommendation			FY26-30 (Current) Capital Request			
Fiscal Year	# Copiers To Replace	Total Projected Cost	Fiscal Year	# Copiers To Replace	Total Projected Cost	$ Inc/(Dec)
						N/A
2026	3.00	$56,745	2026	4.00	$60,000	$3,255
2027	4.00	$65,143	2027	5.00	$70,000	$4,857
2028	5.00	$61,335	2028	8.00	$80,000	$18,665
2029	8.00	$65,444	2029	3.00	$70,000	$4,556
			2030	5.00	$120,000	N/A
Total	**20**	**$248,667**	**Total**	**25**	**$400,000**	**$31,333**

Capital Request Detail

Project Title	School Copier Replacement			Fiscal Year	2029	Request Type	Revised
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$70,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$70,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY29 request is to replace three copiers in the following locations: Hillside Information Technology Office, Emery Grover Production Center, and Sunita Williams Second Floor. This request increased by $4,556, based on an updated replacement schedule that reflects projected usage, increased replacement cost, and rounding.

FY25-29 (Prior Year) Capital Rrecommendation			FY26-30 (Current) Capital Request			
Fiscal Year	# Copiers To Replace	Total Projected Cost	Fiscal Year	# Copiers To Replace	Total Projected Cost	$ Inc/(Dec)
						N/A
2026	3.00	$56,745	2026	4.00	$60,000	$3,255
2027	4.00	$65,143	2027	5.00	$70,000	$4,857
2028	5.00	$61,335	2028	8.00	$80,000	$18,665
2029	8.00	$65,444	2029	3.00	$70,000	$4,556
			2030	5.00	$120,000	N/A
Total	**20**	**$248,667**	**Total**	**25**	**$400,000**	**$31,333**

Capital Request Detail

Project Title	School Copier Replacement			Fiscal Year	2030	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$120,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$120,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY30 request is to replace five copiers in the following locations: Pollard Main Office, Pollard Room 130 Teacher's Room, Emery Grover Production Center, Emery Grover Third Floor, and NHS Room 408 Library. This request is a new fifth-year request for $120,000.

FY25-29 (Prior Year) Capital Rrecommendation			FY26-30 (Current) Capital Request			
Fiscal Year	# Copiers To Replace	Total Projected Cost	Fiscal Year	# Copiers To Replace	Total Projected Cost	$ Inc/(Dec)
						N/A
2026	3.00	$56,745	2026	4.00	$60,000	$3,255
2027	4.00	$65,143	2027	5.00	$70,000	$4,857
2028	5.00	$61,335	2028	8.00	$80,000	$18,665
2029	8.00	$65,444	2029	3.00	$70,000	$4,556
			2030	5.00	$120,000	N/A
Total	**20**	**$248,667**	**Total**	**25**	**$400,000**	**$31,333**

Capital Funding Request							
Title	**School Department Technology Replacement Request**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	$3,582,750	Funding Year	See Attached

Description

The FY26-30 CIP request funds the purchase of School Department technology, including desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom soundfield systems. The request also incorporates funding for school technology infrastructure, which consists of servers, network hardware, wireless infrastructure, data cabling and access points. This request reflects the School Department's classroom technology standard and the decision in FY17 to move devices with a lifespan of less than five years (Digital Learning Devices, or DLDs, and staff laptops) to the operating budget.

The FY26-30 request is unchanged from the prior year in FY26-29, and adds a new fifth year request in FY30.

Summary All Hardware (Including New Requests)	FY26 Old	FY26 New	FY26 Change	FY27 Old	FY27 New	FY27 Change	FY28 Old	FY28 New	FY28 Change	FY29 Old	FY29 New	FY29 Change	FY30 New	FY26-30 Total
Lab Computers	202,500	202,500	-	181,900	181,900	-	91,000	91,000	-	140,800	140,800	-	81,000	697,200
Destop Computers	4,500	4,500	-	15,200	15,200	-	10,500	10,500	-	19,800	19,800	-	18,100	68,100
Printers	23,375	23,375	-	39,475	39,475	-	23,500	23,500	-	18,850	18,850	-	27,750	132,950
IWB & Projectors	200,000	200,000	-	275,000	275,000	-	360,000	360,000	-	370,000	370,000	-	320,000	1,525,000
Doors/ AiPhone	30,000	30,000	-	-	-	-	5,500	5,500	-	20,500	20,500	-	49,000	105,000
Paging Bells	-	-	-	30,000	30,000	-	75,000	75,000	-	155,000	155,000	-	-	260,000
Security Cameras	4,500	4,500	-	40,000	40,000	-	45,000	45,000	-	50,000	50,000	-	90,000	229,500
Subtotal	**464,875**	**464,875**	**-**	**581,575**	**581,575**	**-**	**610,500**	**610,500**	**-**	**774,950**	**774,950**	**-**	**585,850**	**3,017,750**

Summary Infrastructure	FY26 Old	FY26 New	FY26 Change	FY27 Old	FY27 New	FY27 Change	FY28 Old	FY28 New	FY28 Change	FY29 Old	FY29 New	FY29 Change	FY30 New	FY26-30 Total
Servers	30,000	30,000	-	30,000	30,000	-	30,000	30,000	-	30,000	30,000	-	30,000	150,000
Network Hardware	20,000	20,000	-	20,000	20,000	-	20,000	20,000	-	20,000	20,000	-	20,000	100,000
Wireless Infra. Data Cabling	5,000	5,000	-	5,000	5,000	-	5,000	5,000	-	5,000	5,000	-	5,000	25,000
Wireless Infra. Access Points	58,000	58,000	-	58,000	58,000	-	58,000	58,000	-	58,000	58,000	-	58,000	290,000
Subtotal	**113,000**	**113,000**	**-**	**113,000**	**113,000**	**-**	**113,000**	**113,000**	**-**	**113,000**	**113,000**	**-**	**113,000**	**565,000**

Summary Grand Total	FY26 Old	FY26 New	FY26 Change	FY27 Old	FY27 New	FY27 Change	FY28 Old	FY28 New	FY28 Change	FY29 Old	FY29 New	FY29 Change	FY30 New	FY26-30 Total
Hardware	**464,875**	**464,875**	**-**	**581,575**	**581,575**	**-**	**610,500**	**610,500**	**-**	**774,950**	**774,950**	**-**	**585,850**	**3,017,750**
Infrastructure	**113,000**	**113,000**	**-**	**113,000**	**113,000**	**-**	**113,000**	**113,000**	**-**	**113,000**	**113,000**	**-**	**113,000**	**565,000**
Grand Total	**577,875**	**577,875**	**-**	**694,575**	**694,575**	**-**	**723,500**	**723,500**	**-**	**887,950**	**887,950**	**-**	**698,850**	**3,582,750**

Capital Request Detail

Project Title	School Department Technology Replacement Request			Fiscal Year	2026	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$577,875
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$577,875

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The FY26 request is for $577,875, which includes $113,000 for network infrastructure replacement and $464,875 for other technology hardware. The $464,875 other hardware request includes: $207,000 for desktop and lab computers at Mitchell, Newman, NHS and Emery Grover; $23,375 for printer replacements in all buildings; $200,000 for whiteboard/AV projector replacements in all schools; $30,000 for door access controller replacements at NHS; and $4,500 for security camera replacements also at NHS. The FY26 request is unchanged from last year's submission.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	School Department Technology Replacement Request			Fiscal Year	2027	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$694,575
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$694,575

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

The FY27 request is for $695,575, which includes $113,000 for network infrastructure replacement and $581,575 for other technology hardware. The $581,575 other hardware request includes: $197,100 for desktop and lab computers at Broadmeadow, Sunita Williams, Newman, Pollard, NHS and Emery Grover; $39,475 for printer replacements in all buildings; $275,000 for whiteboard/AV projector replacements in all schools; $30,000 for paging/bell system replacement at Broadmeadow; and $40,000 for security camera replacements at Sunita Williams and NHS. The FY27 request is unchanged from last year's submission.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	School Department Technology Replacement Request			Fiscal Year	2028	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$723,500
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$723,500

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The FY28 request is for $723,500, which includes $113,000 for network infrastructure replacement and $610,500 for other technology hardware. The $610,500 other hardware request includes: $101,500 for desktop and lab computers at all buildings except Sunita Williams; $23,500 for printer replacements at Broadmeadow, Eliot, Pollard and NHS; $360,000 for whiteboard/AV projector replacements in all schools; $75,000 for paging/bell system replacement at Newman and High Rock; $45,000 for security camera replacements at Pollard and NHS; and $5,500 for door access controllers at NHS. The FY28 request is unchanged from last year's submission.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	School Department Technology Replacement Request			Fiscal Year	2029	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$887,950
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$887,950

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The FY29 request is for $887,950, which includes $113,000 for network infrastructure replacement and $774,950 for other technology hardware. The $774,950 other hardware request includes: $160,600 for desktop and lab computers at all buildings except Eliot; $18,850 for printer replacements at Broadmeadow, Sunita, Pollard and the Administration Building; $370,000 for whiteboard/AV projector replacements in all schools; $155,000 for paging/bell system replacement at Broadmeadow, Eliot, Newman, and High Rock; $50,000 for security camera replacements at Pollard and NHS; and $20,500 for door access controllers at Eliot and NHS. The FY29 request is unchanged from last year's submission.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	School Department Technology Replacement Request			Fiscal Year	2030	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$698,850
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$698,850

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The new FY30 request is for $698,850, which includes $113,000 for network infrastructure replacement and $585,850 for other technology hardware. The $585,850 other hardware request includes: $99,100 for desktop and lab computers at Williams, Newman, NHS and the Administration Building; $27,750 for printer replacements at all buildings; $320,000 for whiteboard/AV projector replacements in all schools; $49,000 for door access controllers at Newman and NHS; and $90,000 for security camera replacements at Sunita, High Rock and NHS.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Funding Request							
Title	**School New and Replacement Furniture**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	$125,000	Funding Year	See Attached

Description

In FY05 Town Meeting approved funding of $20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of $25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Capital Request Detail

Project Title	School New and Replacement Furniture			Fiscal Year	2026	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	$25,000
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$25,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

In FY05 Town Meeting approved funding of $20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of $25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Capital Request Detail

Project Title	School New and Replacement Furniture			Fiscal Year	2027	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	$25,000
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$25,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

In FY05 Town Meeting approved funding of $20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of $25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Capital Request Detail

Project Title	School New and Replacement Furniture			Fiscal Year	2028	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	$25,000
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$25,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

In FY05 Town Meeting approved funding of $20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of $25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Capital Request Detail

Project Title	School New and Replacement Furniture			Fiscal Year	2029	Request Type	Resubmitted
Project Phase		Planning/Design		Construction		FF&E	$25,000
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$25,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

In FY05 Town Meeting approved funding of $20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of $25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Capital Request Detail

Project Title	School New and Replacement Furniture			Fiscal Year	2030	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	$25,000
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$25,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

In FY05 Town Meeting approved funding of $20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of $25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Capital Funding Request							
Title	**Theatrical Lighting, Sound & Rigging Repairs & Upgrades**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	$6,495,937	Funding Year	See Attached

Description

In November, 2022, the Needham Public Schools, working in collaboration with the Permanent Public Building Committee (PPBC), procured Hewshott International to conduct a feasibility study of upgrading and/or replacing the theatrical lighting and sound equipment in the three auditoriums. Hewshott completed its study in April, 2023. In the course of its work, Hewshott surveyed the theaters, observed performances, and met with staff, students and community members to learn about their experiences, challenges and needs. The study concluded that Pollard and NHS require significant work to replace their decades-old systems, and that newer Newman system require updating, to conform with fundamental technology shifts in the industry. The identified upgrades broadly include converting audio systems from analog to digital, replacing wireless equipment with newer systems that conform to FCC-assigned operating frequencies, upgrading video equipment to “high definition” and widescreen aspect ratios, replacing obsolete lamp-based fixtures with LED lighting, and repairing/replacing rigging equipment to conform with current safety standards and codes.

Hewshott prioritized the identified repairs into five groupings, which would be needed to bring Needham’s lighting and sound equipment to industry benchmark in the three auditoriums:
SAC1 – immediate repairs to correct deficiencies relating to safety and code/standard compliance (total cost $186,035)
SAC2 (FY25) – repairs recommended within one year to correct other safety and compliance issues (total estimated cost $114,630, including escalation)
TSU1 (FY27) – upgrades to make existing systems operational, once funding is secured (total estimated cost $436,999, including escalation)
TSU2 (FY29) – minor construction, focused on equipment that can be re-used/incorporated into future phases, within two years of TSU1 (total estimated cost $928,083, including escalation)
AL1 (FY29) – non-theatrical lighting upgrades, including LED installation (total estimated cost $961,850, including escalation)
TSU3 (FY31) – major construction, requiring general/electrical/theatrical contractors, within five years of TSU2 (total estimated cost $3,120,014, including escalation)
TSU4 (FY33) – optional enhancements above benchmark (i.e., scenic projection). The total estimated cost is $2,592,928, including escalation.

The "SAC1" repairs were made during the Spring and Summer of 2023. This capital request is for funding to complete the remaining repairs and upgrades to the theatrical, lighting and rigging equipment at the Newman Elementary, Pollard Middle School and Needham High School auditoriums over the next five years. The projects are phased as follows:

Newman: SAC2 in FY25. Detailed design for construction scope (TSU2, AL1, TSU3, TSU4) in FY25 and construction in FY26. Early construction schedule allows for deletion of TSU1 repairs of existing equipment scope.
Pollard: SAC2 in FY25. Detailed design for construction scope (TSU2, AL1, TSU3, TSU4) in FY26 and construction appropriation in FY27, timed with Master Plan project. Early construction schedule allows for deletion of TSU1 repairs of existing equipment scope.
NHSL: SAC2 in FY25. Detailed design for construction scope (TSU1, TSU2, AL1, TSU3, TSU4) in FY27 and construction in FY28.

Capital Request Detail

Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades			Fiscal Year	2026	Request Type	Resubmitted
Project Phase	Design/Engineering	Planning/Design	$238,270	Construction	$1,812,820	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Education	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$2,051,090

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for funds to perform the following:

Construction of all TSU2-TSU4 repairs at Newman ($1,812,820):

AV - TSU2: test, troubleshoot and repair the electrical system, including isolated ground system; replace analog mixer with digital mixer and stage box; install additional wireless microphone systems; replace wireless antennae with directional type; provide wireless intercom stations; provide stock of wired microphones cables, stands and accessories. Add inputs to the stagefront for orchestra pit use. Provide a video scaler that allows the existing system to display a smaller image adequate for closer viewing. TSU3: Replace signal processor with digital signal processor; remove delay loudspeakers; replace and relocate main loudspeakers; add subwoofers; replace amplifiers; remove patch panels; replace 3rd party control system; add touch panels in the pit, backstage and lighting desk; replace DVD player with Blu-Ray player; replace existing network and hardware with new "theatrical systems" network; provide wireless video connectivity; provide portable acoustical shell. Add streaming and recording capability. TSU4: Add scenic projection capability (edge blended projection system for animated digital backdrops; media server to store and playback content; video inputs.)

Lighting - TSU2: Add LED color changing fixtures; develop a repertory plot; install wireless access points on lighting network for tablet remote use; replace light board monitors with widescreen touch monitors; integrate color-changing sconces with architectural/theatrical systems; upgrade dimming panel to CEM3; install relay modules into the dimming panel for LED use. TSU3: Add lighting positions (apron sides, stage sides, onstage); replace conventional fixtures with color-changing LED luminaries; add minimal remote control 'moving lights;' replace lighting control connector strips and receptacles; add DMX outputs; replace lighting board; replace touch panels with 3rd party touch panels; replace existing network and hardware with "theatrical systems" network. TSU4: Add additional remote control 'moving lights.' AL1: Replace 10-10V LED house lights with DMX LED house lights using theatrical dimming and replace stage/catwalk fluorescent 'work' lights with LED.

Additional Description and Considerations

In addition, $238,270 is requested for detailed design to accomplish the TSU2, AL1, TSU3, and TSU4 repairs at Pollard in FY27. These repairs are described in the 2027 request.

Capital Request Detail					
Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Fiscal Year	2026	Request Type	Resubmitted

Parameters Addressed

8. As identified in Rigging and Safety Inspection Report.
9. Extends useful life of rigging in these auditoriums.
10. Replacement of non-functioning theatrical lights.
12. PPBC will manage the project and contract with vendors.
13. Reduced electricity costs resulting from AL1 LED light conversions. Proposed annual savings are $25,272/year at Newman, and $11,854/year at NHS (per Hewshott estimate.)

Theatrical Sound, Lighting and Rigging Repairs and Upgrades at Newman, Pollard and NHS School/ Project	FY23 *0 Yrs Escalation* SAC 1 (Actual)	FY24 *0 Yrs Escalation* SAC 1 (Actual)	FY24 *0 Yrs Escalation* SAC2 (Design)	FY25 *1 Yr Escalation*	FY26 *2 Yrs Escalation*	FY27 *3 Yrs Escalation*	FY28 *4 Yrs Escalation*	FY29 *5 Yrs Escalation*	FY29 *6 Yrs Escalation*	FY25-29 TOTAL
Newman Elementary										
Audio Visual					385,210					385,210
Lighting				35,965	646,120					682,085
Rigging	-	63,145			435,400					435,400
Soft Cost (35% SAC1-2, 25% Other)	-	-	7,553	225,045	146,673	-	-	-	-	371,718
Subtotal Project Cost	-	63,145	7,553	261,010	1,613,403	-	-	-	-	1,874,413
Plus Escalation @ 6%/Yr (Hewshott)	-	-	-	*29,653*	*199,417*	-	-	-	-	*229,070*
Subtotal with Escalation	-	63,145	7,553	290,663	1,812,820	-	-	-	-	2,103,482
Pollard Middle School										
Audio Visual						354,520				354,520
Lighting						310,240				310,240
Rigging	9,720	10,090		15,870		422,432				438,302
Soft Cost (35% SAC1-2, 25% Other)	-	-	3,333	2,222	163,079	108,719	-	-	-	274,020
Subtotal Project Cost	9,720	10,090	3,333	18,092	163,079	1,195,911	-	-	-	1,377,082
Plus Escalation @ 6%/Yr (to FY30 Midpt Constr)	-	-	-	*1,285*	*75,192*	*551,404*	-	-	-	*627,881*
Subtotal with Escalation	9,720	10,090	3,333	19,377	238,270	1,747,316	-	-	-	2,004,963
Needham High School										
Audio Visual							371,130			371,130
Lighting							309,040			309,040
Rigging	-	103,080		28,270			900,312			928,582
Soft Cost (35% SAC1-2, 25% Other)	-	-	5,937	3,958	-	237,072	158,048	-	-	399,078
Subtotal Project Cost	-	103,080	5,937	32,228	-	237,072	1,738,530	-	-	2,007,830
Plus Escalation @ 6%/Yr (Hewshott)	-	-	-	*2,290*	-	*45,285*	*332,087*	-	-	*379,662*
Subtotal with Escalation	-	103,080	5,937	34,518	-	282,357	2,070,617	-	-	2,387,492
SUBTOTAL NO ESCALATION	**9,720**	**176,315**	**16,822**	**311,329**	**1,776,482**	**1,432,984**	**1,738,530**	**-**	**-**	**5,259,325**
Escalation @ 6%/Yr (Hewshott)	-	-	-	33,229	274,608	596,689	332,087	-	-	1,236,613
GRAND TOTAL WITH ESCALATION	**9,720**	**176,315**	**16,822**	**344,558**	**2,051,090**	**2,029,672**	**2,070,617**	**-**	**-**	**6,495,937**

Capital Request Detail

Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades			Fiscal Year	2027	Request Type	Resubmitted
Project Phase	Construction	Planning/Design	$282,357	Construction	$1,747,316	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Education	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$2,029,673

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for funds to perform the following:

Construction of all TSU2-TSU4 repairs at Pollard ($1,747,316):

AV - TSU2: Repair and relocate loudspeakers; install rack-mounted digital mixer and stage box; install digital signal processor; add sequencer. TSU3: Create permanent audio mix position; add a full-size equipment rack; replace analog mixer with digital mixer; increase quantity of wired and wireless microphones; relocate wireless antennae to house ceiling; provide wired production intercom infrastructure and wireless intercom stations; install "theatrical systems' network and put all available items on network; provide acoustical shell; add streaming and recording equipment; develop a repertory plot; add acoustical absorption wall panels on rear wall. Replace the projection screen with a 16:9 widescreen aspect ratio; replace projector in rear of auditorium; provide third party video control system. TSU4: add white cyclorama curtain and edge-blended projection system for scenic projection.

Lighting - TSU2: Increased quantity of color-changing LED fixtures. TSU3: Add lighting positions (apron sides, stage sides, onstage); add remote control LED 'moving' lights; Install power control system; create a permanent lighting control position replace light board monitors and widescreen touch monitors; install "theatrical systems' network and put all available items on network. TSU4: add additional LED moving lights. AL1: replace house incandescent lights with LED white light with theatrical dimming; replace stage fluorescent work lights with LED.

Rigging - TSU2: Add masking curtains and cyclorama, replace traveler track carriers and pulleys; add pipe battens for additional lighting; add safety batten caps to ends of all pipe battens. TSU4: Remove hard stage ceiling and raise rigging.

In addition, $282,357 is requested for detailed design to accomplish the TSU1, TSU2, AL1, TSU3, and TSU4 repairs at NHS in FY28. These repairs are described in the 2028 request.

Additional Description and Considerations

Capital Request Detail					
Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Fiscal Year	2027	Request Type	Resubmitted

Parameters Addressed

8. As identified in Rigging and Safety Inspection Report.
9. Extends useful life of rigging in these auditoriums.
10. Replacement of non-functioning theatrical lights.
12. PPBC will manage the project and contract with vendors.

Theatrical Sound, Lighting and Rigging Repairs and Upgrades at Newman, Pollard and NHS School/ Project	FY23 *0 Yrs Escalation* SAC 1 (Actual)	FY24 *0 Yrs Escalation* SAC 1 (Actual)	FY24 *0 Yrs Escalation* SAC2 (Design)	FY25 *1 Yr Escalation*	FY26 *2 Yrs Escalation*	FY27 *3 Yrs Escalation*	FY28 *4 Yrs Escalation*	FY29 *5 Yrs Escalation*	FY29 *6 Yrs Escalation*	FY25-29 TOTAL
Newman Elementary										
Audio Visual					385,210					385,210
Lighting				35,965	646,120					682,085
Rigging	-	63,145			435,400					435,400
Soft Cost (35% SAC1-2, 25% Other)	-	-	7,553	225,045	146,673	-	-	-	-	371,718
Subtotal Project Cost	-	63,145	7,553	261,010	1,613,403	-	-	-	-	1,874,413
Plus Escalation @ 6%/Yr (Hewshott)	-	-	-	*29,653*	*199,417*	-	-	-	-	*229,070*
Subtotal with Escalation	-	63,145	7,553	290,663	1,812,820	-	-	-	-	2,103,482
Pollard Middle School										
Audio Visual						354,520				354,520
Lighting						310,240				310,240
Rigging	9,720	10,090		15,870		422,432				438,302
Soft Cost (35% SAC1-2, 25% Other)	-	-	3,333	2,222	163,079	108,719	-	-	-	274,020
Subtotal Project Cost	9,720	10,090	3,333	18,092	163,079	1,195,911	-	-	-	1,377,082
Plus Escalation @ 6%/Yr (to FY30 Midpt Constr)	-	-	-	*1,285*	*75,192*	*551,404*	-	-	-	*627,881*
Subtotal with Escalation	9,720	10,090	3,333	19,377	238,270	1,747,316	-	-	-	2,004,963
Needham High School										
Audio Visual							371,130			371,130
Lighting							309,040			309,040
Rigging	-	103,080		28,270			900,312			928,582
Soft Cost (35% SAC1-2, 25% Other)	-	-	5,937	3,958	-	237,072	158,048	-	-	399,078
Subtotal Project Cost	-	103,080	5,937	32,228	-	237,072	1,738,530	-	-	2,007,830
Plus Escalation @ 6%/Yr (Hewshott)	-	-	-	*2,290*	-	*45,285*	*332,087*	-	-	*379,662*
Subtotal with Escalation	-	103,080	5,937	34,518	-	282,357	2,070,617	-	-	2,387,492
SUBTOTAL NO ESCALATION	**9,720**	**176,315**	**16,822**	**311,329**	**1,776,482**	**1,432,984**	**1,738,530**	**-**	**-**	**5,259,325**
Escalation @ 6%/Yr (Hewshott)	-	-	-	33,229	274,608	596,689	332,087	-	-	1,236,613
GRAND TOTAL WITH ESCALATION	**9,720**	**176,315**	**16,822**	**344,558**	**2,051,090**	**2,029,672**	**2,070,617**	**-**	**-**	**6,495,937**

Capital Request Detail

Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades			Fiscal Year	2028	Request Type	Resubmitted
Project Phase	Design/Engineering	Planning/Design		Construction	$2,070,617	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Education	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$2,070,617

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for funds to perform the following:

Construction of all TSU1-TSU4 repairs at NHS ($2,070,617):

AV - TSU1: Test the loudspeakers and repair/replace as needed; replace the analog mixer with a digital mixer and stage box; install wireless access points for mixer; install minimal cabling infrastructure to make system operational; provide assistive listening system and signage at entrances; add minimal quantity of wireless microphones; add wireless microphone antennae adjacent to receivers. Additionally, replace portable projector with high-definition 16:9 projector with lensing that can fill the screen. TSU2: Test wired microphone inputs and plates, repair/replace as needed; provide portable stage monitors and ability to stream/record. TSU3: Create audio mix (control) position; replace analog mixer with digital mixer and stage box; replace the equipment racks with new; add digital signal processor; add wireless microphones; relocate wireless microphone antennae in the house ceiling; provide stock of wired microphones, cables, stands, and accessories; add fill or delay loudspeakers over the balcony; add subwoofers; replace amplifiers; provide wired production intercom infrastructure and main station; provide wired belt packs, headsets and cables; provide wireless production intercom stations; provide third party control system; install touch panel in or adjacent to the pit; install "theatrical systems' network and put all available items on network; install wireless access points for mixer remote; provide acoustical shell; provide isolated ground power system with receptacles; provide portable stage monitors; provide streaming and recording capability; add acoustical wall panels on house rear wall.
Video: TSU2: relocate screen control to convenient location. TSU3: Replace projection screen with tensioned screen 16:9 widescreen aspect ratio; install high definition projector in rear of auditorium with laser; provide scaler to allow existing system to display a smaller image adequate for closer viewing; provide isolated ground power system with receptacles; provide third

Additional Description and Considerations

Capital Request Detail

Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Fiscal Year	2028	Request Type	Resubmitted

Lighting - TSU1: Engage a theatrical systems integrator to service the dimming panel and architectural controls; add a new lighting board with two touch-screen monitors. TSU2: Test the system and replace burned-out lamps, as needed, and replace the follow spot. AL1: Replace house incandescent lights with LED white light with theatrical dimming and replace stage fluorescent 'work' lights with LED; add structural lighting controls and switches. TSU3: Replace conventional fixtures with color-changing LED luminaries; add minimal quantity of remote control LED 'moving lights'; add second follow spot; develop a repertory plot; add lighting positions; install wireless access points for tablet remote use of lighting board; provide third party control system touch panels; creating a lighting control desk; replace dimming panel with power control system; replace floor pockets and other receptacles with new; provide connector strips and receptacles; install "theatrical systems" network and put all available items on the network. TSU4: Add additional remote control LED 'moving lights.'

Rigging - TSU1: Install safety signage; replace curtains; pipe battens. TSU2: Replace the curtains with inherently flame retardant fabric and a seamless cyclorama; add space pipe battens for rigging of scenic elements and practicals; add fourth onstage electric pipe batten for cyclorama lightings; add yellow safety batten caps to the end of all pipe battens. TSU4: Remove hard stage ceiling; motorize the lighting pipe battens and valence pipe battens for system access and height adjustment.

Parameters Addressed

8. As identified in Rigging and Safety Inspection Report.
9. Extends useful life of rigging in these auditoriums.
10. Replacement of non-functioning theatrical lights.
12. PPBC will manage the project and contract with vendors.
13. Reduced electricity costs resulting from AL1 LED light conversions. Proposed annual savings are $25,272/year at Newman, and $11,854/year at NHS (per Hewshott estimate.)

Theatrical Sound, Lighting and Rigging Repairs and Upgrades at Newman, Pollard and NHS School/ Project	FY23 *0 Yrs Escalation* SAC 1 (Actual)	FY24 *0 Yrs Escalation* SAC 1 (Actual)	FY24 *0 Yrs Escalation* SAC2 (Design)	FY25 *1 Yr Escalation*	FY26 *2 Yrs Escalation*	FY27 *3 Yrs Escalation*	FY28 *4 Yrs Escalation*	FY29 *5 Yrs Escalation*	FY29 *6 Yrs Escalation*	FY25-29 TOTAL
Newman Elementary										
Audio Visual					385,210					385,210
Lighting				35,965	646,120					682,085
Rigging	-	63,145			435,400					435,400
Soft Cost (35% SAC1-2, 25% Other)	-	-	7,553	225,045	146,673	-	-	-	-	371,718
Subtotal Project Cost	-	63,145	7,553	261,010	1,613,403	-	-	-	-	1,874,413
Plus Escalation @ 6%/Yr (Hewshott)	-	-	-	*29,653*	*199,417*	-	-	-	-	*229,070*
Subtotal with Escalation	-	63,145	7,553	290,663	1,812,820	-	-	-	-	2,103,482
Pollard Middle School										
Audio Visual						354,520				354,520
Lighting						310,240				310,240
Rigging	9,720	10,090		15,870		422,432				438,302
Soft Cost (35% SAC1-2, 25% Other)	-	-	3,333	2,222	163,079	108,719	-	-	-	274,020
Subtotal Project Cost	9,720	10,090	3,333	18,092	163,079	1,195,911	-	-	-	1,377,082
Plus Escalation @ 6%/Yr (to FY30 Midpt Constr)	-	-	-	*1,285*	*75,192*	*551,404*	-	-	-	*627,881*
Subtotal with Escalation	9,720	10,090	3,333	19,377	238,270	1,747,316	-	-	-	2,004,963
Needham High School										
Audio Visual							371,130			371,130
Lighting							309,040			309,040
Rigging	-	103,080		28,270			900,312			928,582
Soft Cost (35% SAC1-2, 25% Other)	-	-	5,937	3,958	-	237,072	158,048	-	-	399,078
Subtotal Project Cost	-	103,080	5,937	32,228	-	237,072	1,738,530	-	-	2,007,830
Plus Escalation @ 6%/Yr (Hewshott)	-	-	-	*2,290*	-	*45,285*	*332,087*	-	-	*379,662*
Subtotal with Escalation	-	103,080	5,937	34,518	-	282,357	2,070,617	-	-	2,387,492
SUBTOTAL NO ESCALATION	**9,720**	**176,315**	**16,822**	**311,329**	**1,776,482**	**1,432,984**	**1,738,530**	**-**	**-**	**5,259,325**
Escalation @ 6%/Yr (Hewshott)	-	-	-	33,229	274,608	596,689	332,087	-	-	1,236,613
GRAND TOTAL WITH ESCALATION	**9,720**	**176,315**	**16,822**	**344,558**	**2,051,090**	**2,029,672**	**2,070,617**	**-**	**-**	**6,495,937**

Capital Funding Request							
Title	**Mitchell School Renovation Addition (Master Plan Option C1a)**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	$151,411,000	Funding Year	See Attached

Description

Constructed in 1950, the Mitchell Elementary School has undergone several additions over the past 50 years, but is in need of total renovation/replacement to address building deficiencies and modernize the learning environment. This request would bring the Mitchell facility to a level of modernization comparable to that of the Williams Elementary School.

This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School " Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that both Pollard and Mitchell are constructed in partnership with the MSBA.

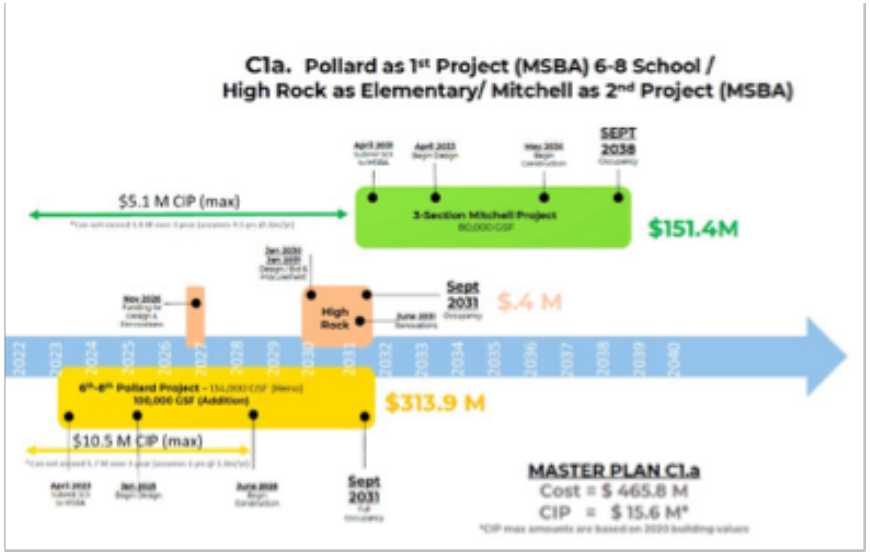
Project costs have been updated to include an updated cost per square foot of $560 (up from $360/sf), to reflect general economic conditions. Additionally, the project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedules has been updated to allot more time for the MSBA approval process and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. MSBA estimated reimbursement of 20-22% of total project costs could be received, based on prior experience.

This request is a placeholder, should the Town decide to move forward with the Option C1a Master Plan slate of projects. Companion requests are presented for the Pollard and High Rock renovation projects.

Project milestones & funding years Include:

Schedule Assumptions

1. District Submits SOI in **April 2031**
2. MSBA Review of SOI **April 2031 - December 2031**
3. Invited into Eligibility (Module 1 Eligibility) **April 2032**
4. 270-Day Eligibility Period: **April 2032 - Nov 2032**
5. Mitchell Students Move to High Rock: **Sept 2031**
6. STM Approves Funding for Feasibility: **Oct STM 2032**
7. Ballot Question For Feasibility (If Needed within 270-Day Eligibility Period): **Nov 2032**
8. Invited into Feasibility at MSBA Board Meeting **Dec 2032 - Jan 2033** (Module 3 Feasibility)
9. OPM/Designer Selection (Module 2 Forming the Team) **Jan 2033 - Apr 2033**
10. Feasibility Design (Module 3 Feasibility Study): **April 2033 - Sept 2033**
11. MSBA Board Vote to Approve Feasibility Design (Preferred Schematic Report): **Oct 2033**
12. Schematic Design (Module 4 Schematic Design) **Oct 2033 - April 2034**
13. Invitation to Enter MSBA Project Funding Agreement: **July 2034 - Nov 2034**
14. Special Town Meeting Vote Pending MSBA approval **October 2034**
15. Override/ Ballot Question for Construction Funding: **Nov 2034**
16. Execute MSBA Project Funding Agreement: Dec **2034 - Jan 2035**
17. Detailed Design/Construction Documents/Bidding (Module 6 Design - DBB): **Jan 2035 - Feb 2036**
18. Contract Award: **April 2036 - May 2036**
19. Construction (Module 7 Construction): **May 2036 - May 2038**
20. School Opens: **Sept 2038**



Capital Request Detail

Project Title	Mitchell School Renovation Addition (Master Plan Option C1a)				Fiscal Year	2033	Request Type	Resubmitted
Project Phase	Feasibility Study	Planning/Design	$2,659,000	Construction			FF&E	
Useful Life	More than 30 Years	Land		Construction Management			Technology	
Primary Function	Public Education	Site Preparation		Equipment			Other Expenses	
Budget Impact	May increase annual operating expenses by more than $100,000		Project Cost Source		Hired Consultant		**Project Cost**	$2,659,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for feasibility design funds, for the Mitchell School Renovation Addition project included in Master Plan Scenario C1a. Dore & Whittier estimates that the required feasibility design budget would be $2.659 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Mitchell would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbusement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:
1. Design and construction funds requested in FY33 and FY35. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional $15.6 million.
3. This project, which involves renovation of a public building, will involve permitting.
9. This project will replace the Mitchell School. The new school will have a useful life of more than fifty years.
12. The PPBC will manage this project, if approved.
13. The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail					
Project Title	Mitchell School Renovation Addition (Master Plan Option C1a)	Fiscal Year	2033	Request Type	Resubmitted

Scenario: High Rock as Elementary School
Mitchell Standard MSBA/ Pollard Standard MSBA
Construction of Mitchell 3-Section Elementary School, Based on 2020 Dore & Whittier Master Plan
80,000 GSF, 376 Students, K-5 School
Scheduled opening: September 2038

		Feasibilty	A/E	Site Prep	Construction	Constr Mgnt	FF&E/ Tech	Total
	Project Cost (2023$)	1,500,000	10,202,682	4,320,000	67,521,463	-	1,877,623	85,421,768
			20% Conting + Soft		*70% Conting + Const DBB (in Construction)*		*10% Conting + FF&E*	
4.50%	Plus Escalation (@ 4.5%) x 17.17 Years to Completion 9/38	1,158,750	7,881,572	3,337,200	52,160,330	-	1,450,464	65,988,316
	REVISED PROJECT COST	2,658,750	18,084,253	7,657,200	119,681,793	-	3,328,088	151,410,084
	REVISED COST (ROUNDED)	2,659,000	18,085,000	7,657,000	119,682,000	-	3,328,000	151,411,000

	Feasibility Funding Oct STM 2032	Construction Funding Oct STM 2034	Total
Feasibility	2,659,000		2,659,000
Arch/Engineering		18,085,000	18,085,000
Site Preparation		7,657,000	7,657,000
Construction		119,682,000	119,682,000
Construction Management		-	-
FF&E	-	3,328,000	3,328,000
Total	**2,659,000**	**148,752,000**	**151,411,000**

Capital Request Detail

Project Title	Mitchell School Renovation Addition (Master Plan Option C1a)			Fiscal Year	2035	Request Type	Resubmitted
Project Phase	Construction	Planning/Design	$18,085,000	Construction	$119,682,000	FF&E	$3,328,000
Useful Life	More than 30 Years	Land		Construction Management		Technology	
Primary Function	Public Education	Site Preparation	$7,657,000	Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $100,000	Project Cost Source		Hired Consultant		**Project Cost**	$148,752,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for funds to undertake detailed design and construction, for the Mitchell School Renovation project included in Master Plan Scenario C1a. This project assumes that the Mitchell would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbusement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:
1. Design and construction funds requested in FY33 and FY35. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional $15.6 million.
3. This project, which involves renovation of a public building, will involve permitting.
9. This project will replace the Mitchell School. The new school will have a useful life of more than fifty years.
12. The PPBC will manage this project, if approved.
13. The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail

Project Title	Mitchell School Renovation Addition (Master Plan Option C1a)	Fiscal Year	2035	Request Type	Resubmitted

Scenario: High Rock as Elementary School
Mitchell Standard MSBA/ Pollard Standard MSBA
Construction of Mitchell 3-Section Elementary School, Based on 2020 Dore & Whittier Master Plan
80,000 GSF, 376 Students, K-5 School
Scheduled opening: September 2038

		Feasibilty	A/E	Site Prep	Construction	Constr Mgnt	FF&E/ Tech	Total
	Project Cost (2023$)	1,500,000	10,202,682	4,320,000	67,521,463	-	1,877,623	85,421,768
			20% Conting + Soft		*70% Conting + Const*	*DBB (in Construction)*	*10% Conting + FF&E*	
4.50%	Plus Escalation (@ 4.5%) x 17.17 Years to Completion 9/38	1,158,750	7,881,572	3,337,200	52,160,330	-	1,450,464	65,988,316
	REVISED PROJECT COST	2,658,750	18,084,253	7,657,200	119,681,793	-	3,328,088	151,410,084
	REVISED COST (ROUNDED)	2,659,000	18,085,000	7,657,000	119,682,000	-	3,328,000	151,411,000

	Feasibility Funding Oct STM 2032	Construction Funding Oct STM 2034	Total
Feasibility	2,659,000		2,659,000
Arch/Engineering		18,085,000	18,085,000
Site Preparation		7,657,000	7,657,000
Construction		119,682,000	119,682,000
Construction Management		-	-
FF&E	-	3,328,000	3,328,000
Total	**2,659,000**	**148,752,000**	**151,411,000**

Capital Funding Request							
Title	**Pollard Middle School Renovation Addition (Master Plan Option C1a)**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	$313,915,000	Funding Year	See Attached

Description

Constructed in 1956 and renovated in 1996, the Pollard Middle School has adequate gross square feet, but is in need of a major renovation to address building deficiencies and modernize the learning environment. There are many undersized classrooms, inadequate teacher planning, administration or meeting spaces, insufficient space for special education and antiquated science labs. The modular classrooms, installed in 2002, are at the end of their useful life and are in need of replacement.

This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School " Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that both Pollard and Mitchell are constructed in partnership with the MSBA.

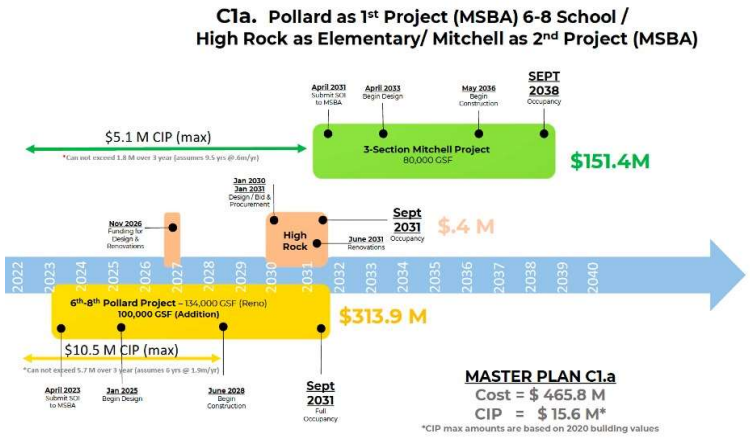
Pollard project costs have been updated to include an updated cost per square foot of $560 (up from $360/sf), reflecting general economic conditions. Additionally, the project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedule has been updated to allot more time for the MSBA approval process and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. MSBA estimated reimbursement of 20-22% of total project costs could be received, based on prior experience. The MSBA has invited Needham into the eligibility period for this project. Feasibility fund

's Include:

Pollard School MSBA (2-Phase Funding)

Schedule Assumptions (Updated)

1. District Submits SOI in **April 2023**
2. MSBA Review of SOI **April 2023 - Nov 2023**
3. Invited into Eligibility (Module 1 Eligibility): **Dec 2023** Board Meeting (270-Day Eligibility Period **Jan 2024 - Sept 2024)**
4. Approve Funding for Feasibility & Schematic Design: **May STM 2024** (Completes Eligibility Requirements)
5. OPM/Designer Selection - CM-At-Risk (Module 2 Forming the Team): **June 2024 - Nov 2024**
6. Invited into Feasibility at MSBA Board Meeting (Module 3 Feasibility): **Oct 2024**
7. Feasibility Design (Module 3 Feasibility): **Nov 2025 - Sept 2025**
8. MSBA Board Vote to Approve Feasibility Design (Preferred Schematic Report): **Oct 2025**
9. CM-At-Risk Selection: **Oct 2025 - Dec 2025**
10. Schematic Design/ Cost Estimate (Module 4 Schematic Design): **Nov 2025 - Aug 2026** (Approved Aug MSBA Board Meeting)
11. STM Vote Construction Funding (Module 5 Funding the Project): **Oct 2026 STM**
12. Override/ Ballot Question Approve Construction Funding: **Nov 2026**
13. Project Funding Agreement Executed: **Dec 2026**
14. Detailed Design/Construction Documents/Bidding (Module 6 Design) - CM at Risk: **Jan 2027 - June 2028**
15. Bidding Complete: **July 2028**
16. Construction (Module 7): **July 2028 - Aug 2031**
17. GMP/ Mobilization/ Submittals: **June 2028 - July 2028**
18. Demolition of Modular Classrooms: **June 2028 - July 2028**
19. Construction of Building Addition: **June 2028 - Nov 2029**
20. Students Move into Addition: **Dec 2029**
21. Renovation of North Wing: **Jan 2030 - June 2030**
22. Students Move into Renovated North Wing: **July 2030 - Aug 2030**
23. Renovation of South Wing: **June 2030 - Aug 2031**
24. Grade 6 Students Move into Renovated South Wing: **Sept 2031**



Capital Request Detail

Project Title	Pollard Middle School Renovation Addition (Master Plan Option C1a)			Fiscal Year	2027	Request Type	Revised
Project Phase	Feasibility Study	Planning/Design	$31,526,000	Construction	$248,972,000	FF&E	
Useful Life	More than 30 Years	Land		Construction Management	$9,140,000	Technology	
Primary Function	Public Education	Site Preparation	$16,097,000	Equipment	$5,430,000	Other Expenses	
Budget Impact	May increase annual operating expenses by more than $100,000		Project Cost Source	Hired Consultant		**Project Cost**	$311,165,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for funds to undertake detailed design and construction, for the Pollard Renovation project included in Master Plan Scenario C1a. This project assumes that the Pollard would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbusement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:
1. Feasibility design aprpoved May 2024 of $2,750,000. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional $15.6 million.
3. This project, which involves renovation of a public building, will involve permitting.
9. This project will update and modernize the Pollard School, so as to extend its useful life for another fifty years.
12. The PPBC will manage this project, if approved.
13. The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

This project has been revised from the previous submission to reflect the actual funding of $2.75 million appropriated in May 2024.

Additional Description and Considerations

Capital Request Detail

Project Title	Pollard Middle School Renovation Addition (Master Plan Option C1a)	Fiscal Year	2027	Request Type	Revised

Scenario: High Rock as Elementary School
Mitchell Standard MSBA/ Pollard Standard MSBA
Renovation/ Addition of Pollard Middle School as Grade 6-8 Middle School, Based on 2020 Dore & Whittier Master Plan
Assumes Construction Manager at Risk for Pollard
134,000 GSF Renovation, 100,000 GSF Permanent Construction, 1,432 Students, 6-8 School
Scheduled opening: September 2031

		Feasibilty	A/E	Site Prep	Construction	Constr Mgnt	FF&E/ Tech	Total
	Project Cost (2023$)	2,750,000	18,943,735	10,188,000	157,576,885	5,784,996	3,436,800	198,680,416
			20% Conting + Soft (Less Constr Mgt)		*80% Conting + Const*	*4% Construction*		
6.00%	Plus Escalation (@ 6%) x 10.17 Years to Completion 9/31	1,595,000	10,987,366	5,909,040	91,394,593	3,355,298	1,993,344	115,234,641
	REVISED PROJECT COST	4,345,000	29,931,101	16,097,040	248,971,478	9,140,294	5,430,144	313,915,057
	REVISED COST (ROUNDED)	4,345,000	29,931,000	16,097,000	248,972,000	9,140,000	5,430,000	313,915,000

	Feasibility Funding May 2024 STM	Design/Bid/ Construction Funding Oct 2026 STM	Total
Feasibility	2,750,000		2,750,000
Arch/Engineering		31,526,000	31,526,000
Site Preparation		16,097,000	16,097,000
Construction		248,972,000	248,972,000
Construction Management		9,140,000	9,140,000
FF&E	-	5,430,000	5,430,000
Total	**2,750,000**	**311,165,000**	**313,915,000**

Capital Funding Request							
Title	**Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option C1a)**			Submitted by	Needham Public Schools		
Request Type	Standalone Funding Request	Capital Type	Building	Funding Request	$448,000	Funding Year	2027

Description

Constructed in 2009, the High Rock School is a modern building in good condition. However, a major classroom adition is needed to serve the needs of the Grade 6 community.

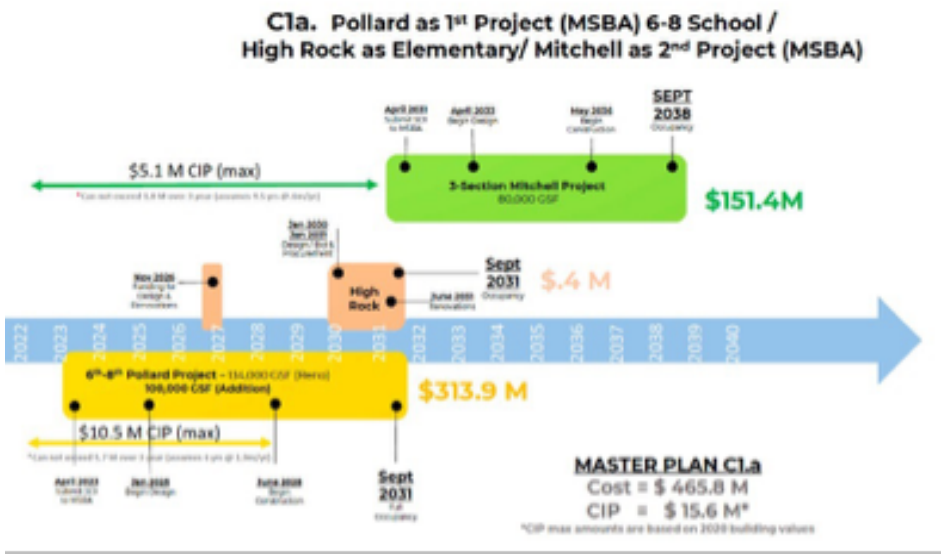
This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School " Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that both Pollard and Mitchell are constructed in partnership with the MSBA.

The High Rock project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedules has been updated to allot more time for the MSBA approval process (associated with the Pollard project) and reflect a three-summer commissioning for the Pollard project. As a result o
MSBA assistance is assumed for this project.

This request is a placeholder, should the Town decide to move forward with the Option C1a Master Plan slate of projects. Companion requests are presented for the Pollard and Mitchell renovation projects.

Project milestones & funding years Include:

25. Special Town Meeting Vote Design & Construction (With Pollard): **Oct 2026 STM** (Alternate Date **Oct 2029 STM**)
26. Override/ Ballot Question Approve Construction Funding (With Pollard): **Nov 2026** (Alternate Date **Nov 2029**)
27. Detailed Design SD/DD/CD (CMR): **Jan 2030 - Sept 2030**
28. Bidding: **Oct 2030 - Dec 2030**
29. Contract Award: **Jan 2031 - June 2031**
30. Construction: **June 2031 - Aug 2031** ("Summer Slammer")
31. Mitchell Students Move to High Rock: **Sept 2031**



Capital Request Detail

Project Title	Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option C1a)			Fiscal Year	2027	Request Type	Resubmitted
Project Phase	Construction	Planning/Design	$56,000	Construction	$385,000	FF&E	
Useful Life	More than 30 Years	Land		Construction Management	$7,000	Technology	
Primary Function	Public Education	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $100,000		Project Cost Source		Hired Consultant	**Project Cost**	$448,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for feasibility design funds, for the Pollard Renovation project included in Master Plan Scenario C1a. Dore & Whittier estimates that the required feasibility design budget would be $3.95 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Pollard would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbusement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:
1. Design and construction funds requested in FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional $15.6 million.
3. This project, which involves renovation of a public building, will involve permitting.
9. This project will update and modernize the High Rock School, so as to extend its useful life for another fifty years.
12. The PPBC will manage this project, if approved.
13. The renovated school may increase the operational costs associated with operating the building.

Additional Description and Considerations

Capital Request Detail					
Project Title	Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option C1a)	Fiscal Year	2027	Request Type	Resubmitted

Scenario: High Rock as Elementary School
Mitchell Standard MSBA/ Pollard Standard MSBA
Renovation of High Rock, Based on 2020 Dore & Whittier Master Plan
Minor Renovations, 376 Students, K-5 School
Scheduled opening: September 2031

		Feasibilty	A/E	Site Prep	Construction	Constr Mgnt	FF&E/ Tech	Total
	Project Cost (2023$)	-	33,880	-	231,178	3,986	-	269,044
			20% Conting + Soft (Less Constr Mgt)		*80% Conting + Const*	*2% Construction*		
6.00%	Plus Escalation (@ 6%) x 10.17 Years to Completion 9/31	-	22,530	-	153,734	2,651	-	178,914
	REVISED PROJECT COST	-	56,410	-	384,912	6,636	-	447,958
	REVISED COST (ROUNDED)	-	56,000	-	385,000	7,000	-	448,000

	Design & Constr Funding Oct 2026 STM	Total
Feasibility		-
Arch/Engineering	56,000	56,000
Site Preparation	-	-
Construction	385,000	385,000
Construction Management	7,000	7,000
FF&E	-	-
Total	**448,000**	**448,000**

Capital Funding Request							
Title	**General Government Technology Replacement Request**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	$2,927,000	Funding Year	See Attached

Description

This FY26-30 Capital Improvement Plan (CIP) replaces general government information technology equipment, including network infrastructure, audio-visual (AV) equipment (projectors, video displays), electronic door access controllers, security cameras and printers. The network infrastructure includes servers, network hardware, wireless infrastructure, and access points. Laptops are not included in this request, because they are replaced through the operating budget.

The FY26-30 CIP totals $2,927,000 and includes $1,560,000 for network infrastructure replacement, plus $1,367,000 for other hardware replacement. Highlights of this multi-year plan include the following:

* Network infrastructure replacement in FY26 represents the second year of a two-year request to replace data center and network infrastructure, Town-wide. (A total of $600,000 was appropriated in FY25.) The replacement cycle for this equipment will occur over successive three-year periods between FY29-FY31 and FY34-36, and will cover all Town data centers.
* The audio-visual equipment request includes the new installation of projection technology at the Center at the Heights Building (CATH), and the replacement of AV equipment in all other buildings. The new equipment installation at CATH will occur between FY26-FY28. The replacement of Public Safety video equipment, security monitors and televisions begins in FY27. The Memorial Field House community room equipment is replaced in FY28 and the phased replacement of Powers Hall equipment will begin in FY30.
* Similar to AV equipment, the security camera request includes new equipment installation at the CATH (FY26), and the replacement of camera equipment in all other buildings. The phased replacement of public safety cameras begins in FY27.
* The replacement of door access controllers is a new item to the Town's technology budget, and mirrors the School Department technology request, which has included door access equipment replacement for some time.

Parameters Addressed:
Technology: The School Technology department supports this request.

FY 26-30 General Government Technology Request Summary (REVISED)						
Replacement Network Infrastructure	FY 26	FY 27	FY 28	FY 29	FY 30	5-Yr Total
Data Centers	750,000	-	-	350,000	350,000	1,450,000
Network Hardware	-	-	-	30,000	30,000	60,000
Wireless Infra. Access Points	-	-	-	-	50,000	50,000
Infrastructure Total	**750,000**	**-**	**-**	**380,000**	**430,000**	**1,560,000**
Technology Hardware	FY 26	FY 27	FY 28	FY 29	FY 30	5-Yr Total
AV	30,000	260,000	292,000	188,500	185,000	955,500
Door Access (No budget, in PFD now)	36,000	-	36,500	-	37,000	109,500
Security Cameras	80,000	35,000	35,000	35,000	67,000	252,000
Printers	-	25,000	-	-	25,000	50,000
Total Technology Hardware	**146,000**	**320,000**	**363,500**	**223,500**	**314,000**	**1,367,000**
Grand Totals	**896,000**	**320,000**	**363,500**	**603,500**	**744,000**	**2,927,000**
Vs. Planned Funding Technology Replacement	750,000	-	-	-	-	750,000
Required Additional Funding	**146,000**	**320,000**	**363,500**	**603,500**	**744,000**	**2,177,000**

Capital Request Detail

Project Title	General Government Technology Replacement Request			Fiscal Year	2026	Request Type	Revised
Project Phase Useful Life Primary Function		Planning/Design Land Site Preparation		Construction Construction Management Equipment		FF&E Technology Other Expenses	$896,000
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source		In-House Estimate	**Project Cost**	$896,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY26 request is for $896,000, which includes $750,000 for network infrastruture replacement (the same as last year), plus: $80,000 to install twelve exterior security cameras on the Center For The Heights Building (CATH); $30,000 to install audio-visual equipment at the CATH (Conference Room 1 and Activity Room 2); and $36,000 to install door access controllers at all Town buildings. The $750,000 request for network equipment represents the second year of a two-year request for non-public safety and public safety data centers and networking equipment. The FY26 request represents a $146,000 increase from the prior year's FY26 plan, to add the security cameras, audio-visual equipment, and door access controllers.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	General Government Technology Replacement Request			Fiscal Year	2027	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$320,000
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$320,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY27 request is a new request for $320,000, which includes $260,000 to replace audio-visual equipment at the Center For The Heights (CATH) and Public Safety buildings; $35,000 to begin the phased replacement of security cameras at Public Safety; and $25,000 for printer replacement at all Town buildings. The audio-visual scope includes $150,000 to install large room projection infrastructure in the CATH Community Room and $110,000 to begin the phased, partial replacement of the Public Safety video wall, dispatch security monitors and interative televisions. There is no network hardware replacement request in FY27, owing to the substantial replacements that occurred in FY25 and FY26.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	General Government Technology Replacement Request			Fiscal Year	2028	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$363,500
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$363,500

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The FY28 request is a new request for $363,500, which includes $292,000 to replace audio-visual equipment at the Center For The Heights Building (CATH), Public Safety, Department of Public Works (DPW) out buildings and Memorial Field House; $36,500 for door access controllers at Town Hall, Rosemary Recreation Complex (RRC), Public Safety, Public Safety Administration Building (PSAB), DPW out buildings and Memorial Field House; and $35,000 to continue the phased replacement of security cameras at Public Safety. The audio-visual scope includes $150,000 to install large room projection infrastructure in the Memorial Field House Community Room; $110,000 to continue the phased, partial replacement of the Public Safety video wall, dispatch security monitors and interative televisions; $30,000 to replace audio visual equipment in two activity rooms at the CATH; and $2,000 to install a video display at a DPW out building. There is no network hardware replacement request in FY28, owing to the substantial replacements that occurred in FY25 and FY26.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	General Government Technology Replacement Request			Fiscal Year	2029	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$603,500
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$603,500

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The FY29 request is a new request for $603,500, which includes $380,000 to begin the replacement of data center and network equipment purchased in FY25, plus $223,500 in other equipment requests. The $223,500 other equipment request includes: $188,500 to replace audio-visual (AV) equipment at Town Hall, the Rosemary Recreation Complex (RCC), Public Safety and a Department of Public Works (DPW) out-building; and $35,000 to continue the phased replacement of security cameras at Public Safety. The audio-visual scope includes $110,000 to continue phased partial replacement of the Public Safety video wall, dispatch security monitors and interative televisions; $61,500 for large and small ccommunity room equipment replacement at RRC; $15,000 for conference room AV replacement at Town Hall; and $2,000 to install a video display at a DPW building.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Request Detail

Project Title	General Government Technology Replacement Request			Fiscal Year	2030	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	$744,000
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$744,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY30 request is a new request for $744,000, which includes $430,000 to continue the replacement of data center and network equipment purchased in FY25 and FY26; and $314,000 in other equipment requests. The $314,000 in other equipment request includes: $185,000 to replace audio-visual (AV) equipment at Town Hall, the Rosemary Recreation Complex (RRC), the Public Safety Building and PSAB; $37,000 for door access controllers at Town Hall, RRC, Public Safety, PSAB, DPW buildings and the Memorial Field House; $67,000 to continue the phased replacement of security cameras at Public Safety, DPW buildings, RRC, the Recycling and Transfer Station (RTS), and the Memorial Field House; and $25,000 for printer replacement at all Town buildings. The audio-visual scope includes $110,000 to continue the phased, partial replacement of the Public Safety video wall, dispatch security monitors and interative televisions; $45,000 to begin the phased replacement of Powers Hall AV equipment; $15,000 for Library AV replacement, $7,500 for PSAB equipment replacement and $7,500 for RRC AV replacement.

Parameters Addressed:
Technology: The School Technology department supports this request.

Capital Funding Request							
Title	**Town Copier Replacement**			Submitted by	Needham Public Schools		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	$93,000	Funding Year	See Attached

Description

This is a new request to establish a replacement cycle for the Town's copiers, located at Town Hall, the Public Safety Administration Building (PSAB), the Center at the Heights (CATH), and the Rosemary Recreation Center.

Copier replacement is planned on a life-cycle basis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Under this model, heavily used copiers are replaced more frequently than copiers that are lightly used. The average life cycle is calculated at 9 years, although planned replacement ages range from 7-10 years, depending on use and regular service. (The average manufacturer's lifepan for copiers is four to five yars for a typical, floor-standing copiers.) It is important to replace these machines regularly, particularly those reaching an age of 10 or more years, given the additional operating expense associated with maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis also assumes that copiers are re-deployed around the Town as needed, to better match projected usage with equipment capacity.

FY26-30 (Current) Capital Request		
Fiscal Year	# Copiers To Replace	Total Projected Cost
2026	2.00	$28,000
2027	-	$0
2028	2.00	$31,000
2029	-	$0
2030	2.00	$34,000
Total	**6.00**	**$93,000**

Capital Request Detail							
Project Title	Town Copier Replacement			Fiscal Year	2026	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$28,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$28,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The FY26 request is to replace two (2) copiers in the following locations: Town Hall Mail Room, and Rosemary Recreation Center Main Floor. The replacement model is a Konica Minolta C 751i machine, with a duty cycle of 1.0 - 1.1 million images.

FY26-30 (Current) Capital Request		
Fiscal Year	# Copiers To Replace	Total Projected Cost
2026	2.00	$28,000
2027	-	$0
2028	2.00	$31,000
2029	-	$0
2030	2.00	$34,000
Total	**6.00**	**$93,000**

Capital Request Detail							
Project Title	Town Copier Replacement			Fiscal Year	2028	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$31,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$31,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY28 request is to replace one (1) copier at Town Hall, in the first floor Copy Room and one (1) copier at PSAB in Room 110. The replacement model is a Konica Minolta C 751i machine, with a duty cycle of 1.0 - 1.1 million images.

FY26-30 (Current) Capital Request		
Fiscal Year	# Copiers To Replace	Total Projected Cost
2026	2.00	$28,000
2027	-	$0
2028	2.00	$31,000
2029	-	$0
2030	2.00	$34,000
Total	**6.00**	**$93,000**

Capital Request Detail

Project Title	Town Copier Replacement			Fiscal Year	2030	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment	$34,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Industry References		**Project Cost**	$34,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The FY30 request is to replace one (1) copier at PSAB, in Room 500 and one (1) copier at Town Hall in the basement copy room. The replacement model is a Konica Minolta C 751i machine, with a duty cycle of 1.0 - 1.1 million images.

FY26-30 (Current) Capital Request

Fiscal Year	# Copiers To Replace	Total Projected Cost
2026	2.00	$28,000
2027	-	$0
2028	2.00	$31,000
2029	-	$0
2030	2.00	$34,000
Total	**6.00**	**$93,000**

Capital Funding Request							
Title	**DPW Specialty Equipment**			Submitted by	PW General		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	See Attached	Funding Year	See Attached

Description

This request is for large equipment that fits the definition of capital but is not included in the fleet request because the equipment is not a registered vehicle.

This request will require additional, ongoing operating costs in the form of insurance.

Capital Request Detail

Project Title	DPW Specialty Equipment			Fiscal Year	2026	Request Status	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment	$28,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$28,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

Highway Division

Dynapac Roller ($28,000)

The Highway Division is requesting funding to purchase a Dynapac Roller. This is a small roller used for smaller jobs such as trench and patch repair to compact asphalt. It is used in more delicate areas where the primary roller would be too large or could damage surrounding infrastructure.

Changes from Prior Year Submission

Updated quotes have reduced the cost of this submission from FY2025.

Capital Request Detail

Project Title	DPW Specialty Equipment			Fiscal Year	2027	Request Status	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment	$80,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$80,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

Parks & Forestry Division

Wright Stander Mower ($29,000)

The Parks & Forestry Division is requesting funding to purchase a Wright Stander Mower. This piece of equipment is a utility landscape mower that helps trim around edges of large field complexes. Larger mowers cut the big swaths of fields, while this unit cleans up the edges and more delicate areas. This unit has an adjustable deck that easily raises or lowers to more cleanly handle varying heights of material.

Highway Division

Falcon Asphalt Hot Box/Recycler ($51,000)

The Highway Division is requesting funding to purchase a 3-ton hydraulic asphalt "hot box" with a diesel-powered recycler. This hook lift-compatible unit can be mounted on a truck bed to keep fresh asphalt mix hot during paving operations, and can also be used to rejuvenate and recycle asphalt millings for use on other patching or trenching jobs. The Highway Division's current hot box is nearing the end of its useful life.

Changes from Prior Year's Submission

The mounted snow plower was pushed back to FY28 due to the mild winters the region has expereinced for the past few years and the Hot Box was added due to the increased demand for in-house repair services to asphalt roads and sidewalks.

Capital Request Detail

Project Title	DPW Specialty Equipment			Fiscal Year	2028	Request Status	New
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment	$280,000	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$280,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

Highway Division

Mounted Snow Blower ($280,000)

The Highway Division is requesting funding to purchase a front end loader mounted snow-blower, used to clear snow and widen streets, and load snow-haul trucks. It is capable of throwing snow up to 100 feet.

Changes from Prior Year's Submission

The mounted snow plower was pushed back to FY28 due to the mild winters the region has expereinced for the past few years.

Capital Funding Request							
Title	**Public Works Facility Improvements**			Submitted by	PW General		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

The Department of Public Works utilizes multiple facilities throughout Town in carrying out its duties, including the DPW Garage, the Daley Building, the Jack Cogswell Building, multiple water and sewer facilities, the Recycling & Transfer Station, a workshop at Claxton Field, and the Public Services Administration Building (PSAB). The Jack Cogswell Building was constructed in 2017 as a storage facility for vehicles and equipment when not in use for the winter/summer season. The DPW Garage at 470 Dedham Avenue houses the Fleet Division, Snow & Ice program operations, a six-bay garage, and workstations for Highway and Parks and Forestry staff. Additionally, the Daley Building houses the trades staff for the Building Maintenance Division and functions as a workshop and storage facility.

Both the DPW Garage and the Daley Building are past the end of their useful lives and require significant renovations for staff to continue to carry out their responsibilities safely and effectively. However, the Town has determined that a holistic plan for all DPW facilities and operations is needed before any major reconstruction is done to accommodate staff needs department-wide and to best utilize Town spaces and resources. The various factors to evaluate include the possible consolidation of existing functions and services in existing or new facilities, the potential mix of locations for DPW Operations, the cost and benefit of several alternatives for multiple sites, and phasing for the relocation of functions during construction. To address these issues, a feasibility study was performed in FY2023, updating and further developing a previous study completed in 2016. The design phase was originally planned to begin in FY2024, but the study's complex scope necessitated further work that has delayed the start of the design process. Meanwhile, DPW buildings have seen flooding, further deterioration, and continued operational challenges that make the implementation of these improvements even more critical.

DPW conducted a staff survey during FY2023. Results of this survey highlighted that staff was looking for improvements in their work facilities that would enable them to more efficiently do their jobs. When asked if they had $1,000 to spend to improve their day to day workplace, 45% of staff replied that their number one priority was facilities and technology upgrades.

The selected option is a campus approach utilizing multiple locations throughout the Town, including the current DPW building located at 470 Dedham Avenue, the Public Services Administration Building (PSAB), the RTS facility, the Jack Cogswell Building, and the Daley Building. The Administration and Engineering Divisions would remain at PSAB and the Recycling & Solid Waste Division would remain at the RTS facility. However, a reconstructed facility at 470 Dedham Avenue would house the Highway, Parks & Forestry, and Water/Sewer/Drains Divisions, and include an added washbay. Fleet maintenance would be housed at an expanded Jack Cogswell Building, and the Building Maintenance Division would be housed at a renovated Daley Building.

Phase One design of this project plan was funded in May 2024 and involve constructing a new fleet maintenance facility adjacent to the Jack Cogswell building, including site work, utilities, and the potential for temporary relocation of some of the storage items at the Cogswell. Phase Two would involve constructing a fleet wash bay, staff amenities including office space and locker rooms, an Emergency Operations Center for snow and ice operations, and shop spaces for the Parks & Forestry Division, the Highway Division, and the Water/Sewer Drains Division adjacent to the 6-bay garage. Additional phases will be considered at the end of the FY2026 - FY2030 capital plan, including renovating the Daley Building, demolishing and reconstruction the original DPW facility at 470 Dedham Avenue for vehicle storage, and updates to the Recycling and Transfer Station.

This request is to fund the first part of the multiple design phases needed to incorporate the study's recommendations into a plan, and the multiple construction phases needed to implement that plan.

Capital Request Detail

Project Title	Public Works Facilities Improvements			Fiscal Year	2026	Request Status	Existing
Project Phase	Design/Engineering	Planning/Design	$2,400,000	Construction	$19,600,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	Hired Consultant		**Project Cost**	$22,000,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	Not Applicable

Project Description and Considerations

Phase Two Design

Phase Two is to construct a new DPW facility at the upper level of 470 Dedham Avenue adjacent to the 6-bay garage, including a wash bay to help maintain DPW's vehicles and equipment. This facility will house the Highway, Parks & Forestry, and Water/Sewer/Drains Divisions, including the facilities needed for their daily operations. This request is for the **design** of Phase Two.

Funding for the construction phase of this project will be requested at the Fall Special Town Meeting in the Fall 2026. By requesting the construction funds in the fall instead of waiting an additional six months for the Annual Spring Town Meeting, there is a potential cost savings of 3%.

Phase One Construction

Phase One is to construct a new fleet maintenance facility as an expansion of the Jack Cogswell Building that will house the Fleet Maintenance Division, including fleet storage and the equipment and facilities needed for their daily operations. This request is for the **construction** of Phase One.

This phase may also include the temporary relocation of the DPW's fleet storage in order to construct the additional facility.

Funding for Phase One Construction will be requested at the Fall Special Town Meeting in Fall 2025, not the spring. This results in a potential 3% reduction in costs, instead of waiting an additional six months to request this funding at the Annual Town Meeting in May 2026.

Capital Request Detail					
Project Title	Public Works Facilities Improvements	Fiscal Year	2026	Request Status	Existing

Additional Description and Considerations

Clarification of Questions

3. This request will require Building permits, Planning Board Approval, and may require Conservation Commission approval.
9. This request will include repairs to extend the useful life of two buildings.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction and IT.

Capital Request Detail

Project Title	Public Works Facilities Improvements			Fiscal Year	2027	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$19,600,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	Hired Consultant		**Project Cost**	$19,600,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	Not Applicable

Project Description and Considerations

Phase Two Construction

Phase Two is to construct a new DPW facility at the upper level - 6 bay garage at 470 Dedham Avenue, including a wash bay to help maintain DPW's vehicles and equipment. This facility will house the Highway, Parks & Forestry, and Water/Sewer/Drains Divisions, including their equipment and facilities needed for their daily operations. This request is for the **construction** of Phase Two.

Funding for Phase Two Construction will be requested at the Fall Special Town Meeting in the Fall of 2026, not the spring. This results in a potential 3% reduction in costs, instead of waiting an additional six months to request this funding at the Annual Town Meeting in FY2028. This schedule also works best with the construction sequence.

Clarification of Questions

3. This request will require Building permits, Planning Board Approval, and may require Conservation Commission approval.
9. This request will include repairs to extend the useful life of two buildings.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction and IT.

Capital Request Detail

Project Title	Public Works Facilities Improvements			Fiscal Year	2030	Request Status	New
Project Phase	Construction	Planning/Design	$3,300,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	Hired Consultant		**Project Cost**	$3,300,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	Not Applicable

Project Description and Considerations

Phase 3 Design

Phase 3 of the DPW Campus project includes A) the demolition and reconstruction of 470 Dedham Ave – Fleet Storage building and B) the gut renovation of the Daley Building for the Building Maintenance Division.

470 Dedham Ave- the existing building will be 70-years old and is at the end of its useful life. It was constructed on a foundation that functions as a side wall to the Alder Brook culvert and is prone to flooding. The Feasibility Study Design proposed demolition of the existing structure and associated sheds, cleaning up the site, and constructing a new Fleet Storage Garage setback 55ft from the Alder Brook, while raising the floor elevation by 2ft. The new code compliant 20,000sf Fleet Storage Garage and 5,500sf of Canopy Storage would be located adjacent to the Phase II structure with driveway improvements around the buildings. A new access drive from Dedham Ave with a culvert bridge over the Alder Brook would allow for a 25ft setback and rain garden / retention pond along the brook and a 30ft wide drive aisle adjacent to the new storage shed, enhancing the setbacks from the adjacent wetlands. The new bridge would help divide DPW truck traffic from the office and visitor parking serving PSAB and the reservoir trail.

Capital Request Detail					
Project Title	Public Works Facilities Improvements	Fiscal Year	2030	Request Status	New

Additional Description and Considerations

Daley Building- Located behind Fire Station #2 at 257 Webster Ave. -this single-story brick building is also about 70-years old. The 10,880sf "L" shaped building was constructed in phases. It has a loading dock, fenced in storage yard and the single toilet is on a septic field. The oil boiler is fed from a pair of interior oil tanks. The proposed gut renovation would require an enhanced energy efficient envelope, upgrades to the mechanical system for both heating and cooling, installation of automatic sprinklers, fire alarm, code compliant toilets, and added structural bracing. Temporary relocation of staff and storage to the Hillside School Building would be necessary. The alternate plan is for demolition and reconstruction of a new metal building on the same site. In either case a vehicle storage canopy would be added within the fenced paved work yard. The demolition with new construction option would approximately double the estimated $7million renovation cost.

Clarification of Questions

3. This request will require Building permits.
9. This request will include repairs to extend the useful life of two buildings.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction and IT.

Capital Funding Request							
Title	**BMS Upgrades**			Submitted by	PW Building Maintenance		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

The Town maintains a Building Management System (BMS) to manage the heating, ventilation, and air conditioning (HVAC) for all major facilities throughout Town. This system consists of internal sensors in the HVAC components and a back-end software product that allows Building Maintenance staff to review and diagnose HVAC issues both remotely and on-site. This system is critical to the maintenance of healthy air temperature within the buildings. Currently, the Town has three separate systems.

This request is to upgrade and standardize all of the existing systems so that the Town is only maintaining one system. The system will work with all of the controls in all buildings, with the exception of the Newman School, which will require a conversion of the controls in order for this new system to communicate. The new system will simplify the hardware and software in each building, and take advantage of newer and more robust technologies.

Capital Request Detail

Project Title	BMS Upgrades			Fiscal Year	2026	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$229,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$229,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	Not Applicable

Project Description and Considerations

This funding request is to upgrade the BMS systems in several Town buildings to a new ecostruxure upgrade, which includes replacing the Control Suite/NW 8000 main controller(s) with new Ecostruxure Tier 1 controller(s).

This will allow for the following buildings to be connected to the new Enterprise server:

New Ecostruxure Upgrade Newman School:
Replace the existing main controller with (1) new Ecostruxure Tier 1 controller. Including Yankee integration

New Ecostruxure Upgrade for Rosemary Recreation Complex:
Replace the existing main controllers with (4) new Ecostruxure Tier 1 controllers. Including Mitsubishi Integration

Clarification of Questions:
10. This project would permanently install new digital controls at various buildings.

Capital Request Detail

Project Title	BMS Upgrades			Fiscal Year	2027	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$425,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$425,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	Not Applicable

Project Description and Considerations

This funding request is to upgrade the BMS systems in several Town buildings to a new ecostruxure upgrade, which includes replacing the Control Suite/NW 8000 main controller(s) with new Ecostruxure Tier 1 controller(s).

This will allow for the following buildings to be connected to the new Enterprise server:

New Ecostruxure Upgrade for Needham High School:
Replace the remaining old main controllers with (5) new Ecostruxure Tier 1 controllers.

New Ecostruxure Upgrade for the Center at the Heights:
Replace the main controller (iLON 600) with (1) new Ecostruxure Tier 1 controller.

Clarification of Questions:
10. This project would permanently install new digital controls at various buildings.

Capital Funding Request							
Title	**Eliot Boiler Replacements**			Submitted by	PW Building Maintenance		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

Both boilers at the Eliot School are in serious need of replacement to avoid failure and ongoing excessive maintenance costs.

With the design for these boilers was already conducted in FY25, this request is to fund the construction phase.

Capital Request Detail

Project Title	Eliot Boiler Replacements			Fiscal Year	2026	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$560,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$560,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	Not Applicable

Project Description and Considerations

Construction Phase

This funding request is for the construction phase of the project to replace both boilers at the Eliot School, due to the continued deterioration of the boilers warranting more frequent and increasingly expensive repairs. The design for the replacements would include high efficiency condensing boilers. This setup would both improve the performance and reliability of the boilers and the energy efficiency of the system.

The design phase of this request was approved in FY2025.

Clarification of Questions:
3. Building permits may be required.
9. This project is intended to extend the useful life of the building.
10. This project would permanently install new boilers at the Eliot School.

Capital Funding Request							
Title	**Hillside Maintenance**			Submitted by	PW Building Maintenance		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

Repairs and upgrades to the Hillside School building are needed in order to limit further deterioration and ensure a safe and comfortable building environment. It is currently in use by School Administration and the Information Technology Center. It is not expected to be permanently vacated in the near future. Unless the building is demolished, repairs and upgrades will be necessary regardless of what the building is used for, even if it is left vacant temporarily.

This article's purpose is to fund those necessary repairs to keep the pipes from bursting or freezing, to keep the electrical system running, to keep the building structure intact, to prevent leaks, to install dehumidification systems and other required HVAC upgrades, and to prevent further damage to the building. Portions of the building's roof are not watertight, and its windows and doors are past their useful life.

Capital Request Detail

Project Title	Hillside Roof Replacement				Fiscal Year	2027	Request Status	New
Project Phase	Design/Engineering	Planning/Design	$80,000	Construction			FF&E	
Useful Life	More than 20 Years	Land		Construction Management			Technology	
Primary Function	Public Safety	Site Preparation		Equipment			Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source		In-House Estimate		**Project Cost**	$80,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	Not Applicable

Project Description and Considerations

This request will be for **design phase** for FY27.

The roof at Hillside is deteriorating and in need of repair. Construction will be requested in FY28.

Clarification of Questions:
3. Building permits may be required.
9. This project is intended to extend the useful life of the building.

Capital Request Detail

Project Title	Hillside Roof Replacement			Fiscal Year	2028	Request Status	New
Project Phase	Construction	Planning/Design		Construction	$1,200,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Public Safety	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$1,200,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	Not Applicable

Project Description and Considerations

This request will be for **construction phase** for FY28.

The roof at Hillside is deteriorating and in need of repair. Design will be requested in FY27.

Clarification of Questions:
3. Building permits may be required.
9. This project is intended to extend the useful life of the building.

Capital Funding Request							
Title	**HVAC Upgrades**			Submitted by	PW Building Maintenance		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

This article's purpose is to fund heating, ventilation, and air conditioning (HVAC) upgrades to Town and School buildings with failing, aging, or inefficient equipment. This could include upgrades to individual components of the HVAC system such as fans, condensers, compressors, and variable frequency drives (VFDs), or more substantial replacements of entire units including rooftop units (RTUs).

As HVAC equipment ages, it becomes less efficient, works harder to provide baseline functionality, and requires more maintenance to stay in operation. These capital investments would be targeted and sequenced to replace the oldest and worst-performing equipment with modern units that are more efficient and less maintenance-intensive.

Capital Request Detail

Project Title	HVAC Upgrades			Fiscal Year	2026	Request Status	Revised
Project Phase	Design/Engineering	Planning/Design	$80,000	Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$80,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Needham High School HVAC Design

This request is for the **design phase** of the project. Funding for the construction phase will be requested for FY2027.

The roof and accompanying rooftop HVAC units 17 and 18 at the High School have sections ranging from three years old to 25 years old. The roof section over the auditorium is the oldest section with the oldest RTUs, which are failing more often and working less efficiently than the others on the building, wasting energy and requiring more costly maintenance. A design will be developed to determine how to best replace the equipment with modern units and components that are more efficient and require less frequent repairs.

If the study and design process include a replacement of the RTUs, the project should be coordinated with the potential roof replacement over the auditorium. Replacing that section of roof would require the removal of the RTUs, and re-setting aged RTUs is not considered to be best practice, especially if they are scheduled to be replaced soon anyway (though this would be determined by the study). Doing so could result in additional performance issues and repair costs, negating any cost savings from reusing the existing equipment.

Changes from Previous Year Submission:

The design and construction phases were moved up one year from 2027 and 2028 to 2026 and 2027 respectively due to a more critical need for replacement.

Capital Request Detail					
Project Title	HVAC Upgrades	Fiscal Year	2026	Request Status	Revised

Additional Description and Considerations

Clarification of Questions:
3. Building permits may be required.
9. This project is intended to extend the useful life of the building.
10. This project would permanently install new HVAC equipment at the High School.
12. Coordination with Needham High School, the Permanent Public Building Committee and Building Design & Construction Department would be required.

Capital Request Detail

Project Title	HVAC Upgrades			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$1,350,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$1,350,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Needham High School HVAC Construction

This request is for the **construction phase** of the project. Funding for the design phase will be requested for FY2026.

The roof and accompanying rooftop HVAC units at the High School have sections ranging from three years old to 25 years old. The roof section over the auditorium is the oldest section with the oldest RTUs, which are failing more often and working less efficiently than the others on the building, wasting energy and requiring more costly maintenance. The design developed from the results of the planned FY2026 energy efficiency study will be implemented to replace the equipment with modern units and components that are more efficient and require less frequent repairs.

If the study and design process include a replacement of the RTUs, the project should be coordinated with the potential roof replacement over the auditorium. Replacing that section of roof would require the removal of the RTUs, and re-setting aged RTUs is not considered to be best practice, especially if they are scheduled to be replaced soon anyway (though this would be determined by the study). Doing so could result in additional performance issues and repair costs, negating any cost savings from reusing the existing equipment.

Changes from Previous Year Submission:

The design and construction phases were moved up one year from 2027 and 2028 to 2026 and 2027 respectively due to a more critical need for replacement.

Capital Request Detail					
Project Title	HVAC Upgrades	Fiscal Year	2027	Request Status	Revised
Additional Description and Considerations					

Clarification of Questions:
3. Building permits may be required.
9. This project is intended to extend the useful life of the building.
10. This project would permanently install new HVAC equipment at the High School.
12. Coordination with Needham High School, the Permanent Public Building Committee and Building Design & Construction Department would be required.

Capital Request Detail

Project Title	HVAC Upgrades				Fiscal Year	2028	Request Status	New
Project Phase	Design/Engineering	Planning/Design	$50,000	Construction			FF&E	
Useful Life	More than 9 Years	Land		Construction Management			Technology	
Primary Function	Public Works	Site Preparation		Equipment			Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source		In-House Estimate		**Project Cost**	$50,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Newman Energy Recovery Wheels HVAC Design

This request is for the **feasability and design phase** of the project. Funding for the construction phase will be requested for FY2029.

The energy recovery wheels at Newman are no longer operational and have reduced the HVAC systems efficiency and maximum capacity, resulting in a greater demand of energy to maintain proper function of the systems design. Drawing from the options presented by the feasibility study, the design will seek to maximize the efficiency and effectiveness of the entire HVAC system by focusing on the replacement of the energy recovery wheel components.

Clarification of Questions:

3. Building permits may be required.
9. This project is intended to extend the useful life of the building.
10. This project would permanently install new HVAC equipment at the Newman School.
12. Coordination with the Newman School, the Permanent Public Building Committee and Building Design & Construction Department would be required.

Capital Request Detail

Project Title	HVAC Upgrades			Fiscal Year	2029	Request Status	New
Project Phase	Design/Engineering	Planning/Design		Construction	$160,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$160,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Newman Energy Recovery Wheels HVAC Design

This request is for the **construction phase** of the project. Funding for the design phase will be requested for FY2028.

The HVAC system at the High Rock is one of the oldest in Town. The aging RTUs are approaching the end of their useful life, resulting in more frequent failures. Individual system components are also requiring more maintenance due to age, including the condensers, fan motors, and the system controls. Due to these failures, the system has become inefficient and less reliable in maintaining its basic functionality. The design developed from the feasibility study will be implemented, replacing the worst-performing HVAC system components with modern equipment that requires less energy and maintenance to function as intended.

Clarification of Questions:

3. Building permits may be required.
9. This project is intended to extend the useful life of the building.
10. This project would permanently install new HVAC equipment at the High Rock School.
12. Coordination with the High Rock School, the Permanent Public Building Committee and Building Design & Construction Department would be required.

Capital Request Detail

Project Title	HVAC Upgrades			Fiscal Year	2030	Request Status	New
Project Phase	Construction	Planning/Design	$72,000	Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$72,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

High Rock HVAC Design

This request is for the **feasability and design phase** of the project. Funding for the construction phase will be requested for FY2031.

The HVAC system at the High Rock is one of the oldest in Town. The aging RTUs are approaching the end of their useful life, resulting in more frequent failures. Individual system components are also requiring more maintenance due to age, including the condensers, fan motors, and the system controls. Due to these failures, the system has become inefficient and less reliable in maintaining its basic functionality. Drawing from the options presented by the feasibility study, the design will seek to maximize the efficiency and effectiveness of the entire HVAC system by focusing on the replacement of the worst-performing HVAC system components, including the RTUs and the equipment in the boiler room.

Clarification of Questions:

3. Building permits may be required.
9. This project is intended to extend the useful life of the building.
10. This project would permanently install new HVAC equipment at the High Rock School.
12. Coordination with the High Rock School, the Permanent Public Building Committee and Building Design & Construction Department would be required.

Capital Funding Request							
Title	**NHS Stairs Repair**			Submitted by	PW Building Maintenance		
Request Type	Standalone Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

The existing exterior staircase at the rear entrance of Needham High School (facing the field complex) is original to the building and dates back to the 1930s. It has not received a major restoration in many years and is showing obvious signs of deterioration. The concrete stairs themselves are coming apart, with the risers seperating from the treads. Freeze/thaw cycles over several winter seasons have exacerbated this issue as infiltrated water expands to widen the gaps. The brick railings on either side of the stairs are also crumbling and losing their structural integrity, and the concrete apron around the staircase is similarly cracking and distressed. This presents a safety issue for those using this entrance to the school. This staircase is not only an aesthetic feature of this wing, but also serves as an emergency egress and is required to be kept functional for the building to continue to be in use.

This article will be used to fund a comprehensive repair of the exterior staircase at NHS, closing gaps and holes, and laying new masonry as needed to bring the stairs back to their original specification to ensure safety for the students and staff.

Capital Request Detail

Project Title	NHS Stairs Repair			Fiscal Year	2026	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$1,040,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Hired Consultant		**Project Cost**	$1,040,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the **construction phase** of the project. A small scale design was funded in FY2025.

This project would include a comprehensive repair of the the exterior staircase at the High School, closing gaps between the risers and treads, restoring the structural integrity of the brick railings with new masonry, patching holes and/or spreading new concrete across the apron, and generally restoring the structure to its original specification and safe functionality.

Change from Previous Year Submission

Project cost estimate was increased based upon results of design phase performed by hired consultant, and the construction phase was escalated to FY2026 from FY2027.

Clarification of Questions

3. Building permits may be required.
9. This project is intended to extend the useful life of the building by ensuring this entrance can be safely utilized by students and staff.
12. Coordination with the High School would be required.

Capital Funding Request							
Title	**Pollard and Mitchell Longevity Repairs**			Submitted by	PW Building Maintenance		
Request Type	Informational Only	Capital Type	Building	Funding Request	Future	Funding Year	2027

Description

The Pollard and Mitchell Schools are both in need of significant repairs and upgrades in order to keep these facilities in use. There is observed deterioration of the internal structural steel, exterior brick walls and wooden features, as well as the windows and doors. The plumbing and ventilation systems at the buildings are over 30 years old and the buildings are not fully sprinkled for fire protection. There is a lack of air flow due to aging HVAC equipment, such as the fan coils, and a lack of integrated air conditioning. The modulars are also past their useful lives and the buidlings generally lack ADA-compliant ramps and entranceways.

This article is a future form dependent on the outcome of the School Facilities Master Plan. The DPW is awaiting the prioritization and timeline for the replacement of both schools. Depending on the results, the Town will need to invest money into these buildings to maximize the benefits of these improvements. This could include projects such as boiler replacements, repairs to the modulars, HVAC repairs, and structural repairs. These projects would serve to extend the lifespan of the buildings until they are replaced. The Town is also exploring subsidizing the cost of these repair/upgrade projects through grants from the Massachusetts School Building Authority (MSBA).

Capital Funding Request							
Title	**Ridge Hill Barn Repairs**			Submitted by	PW Building Maintenance		
Request Type	Informational Only	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

This article would be used to fund necessary repairs to the Ridge Hill Barn, depending on the future of the building. The Building Maintenance Division is currently working on repairs to the door frames, windows, and a restored interior, including emergency exit signs and additional lighting. However, the barn still needs its roof gutters replaced and portions of the building siding repaired. This work would be necessary in order to keep the property safe and structurally sound.

Capital Request Detail

Project Title	Ridge Hill Barn Repairs			Fiscal Year	2027	Request Status	New
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for roof gutter and siding replacement to restore the structural integrity and function of the Ridge Hill Barn. The (original wooden) gutters are filled with vegetation, with plants growing out of them. There are also isolated sections of the original clapboard siding that have deteriorated to the point where they have detached from the building.

Clarification of Questions

9. This request will repair exterior areas of an existing building to prolong its useful life.

Capital Funding Request							
Title	**Sustainable Building Retrofit Program**			Submitted by	PW Building Maintenance		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

This article's purpose is to fund sustainable retrofit upgrades to Town and School buildings. These upgrades are targeted to increase the energy efficiency of the building systems, reduce the buildings' carbon emissions and dependence on fossil fuels, and otherwise minimize their environmental impact. They can include improving the energy efficiency of the HVAC and other mechanical systems (which account for around 50% of a building's operating energy consumption), implementing sustainable energy generation, and generally aiming to improve occupant comfort and health through energy efficient rather than energy-intensive mechanisms.

Each year, the Building Maintenance Division submits a funding request for various projects that have been identified as opportunities for sustainable building retrofit projects throughout Town. These upgrades not only produce environmental benefits, but also the potential for cost savings through reduced energy use.

To assist in the prioritization of these projects, the Town will continue to conduct studies of potential energy efficiency upgrades throughout various buildings. The results of those studies, in conjunction with sustainable building retrofit recommendations from the Climate Action Committee and guidance from the Climate Action Roadmap, will be used to determine future upgrade requests.

Potential future projects under this article include:

- Building envelope improvements that enhance the building's energy efficiency, thermal comfort, and overall performance. Measures may include insulation, air sealing, weatherstripping, window replacements, and roof replacements, among other strategies.
- The replacement of existing natural gas hot water heaters with electric or heat pump hot water heaters.
- Lighting upgrades inside buildings and around building envelopes from metal halide to light emitting diodes (LEDs), as well as lighting controlled by sensors or timers.

Capital Request Detail

Project Title	Sustainable Building Retrofit Program			Fiscal Year	2026	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$100,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$100,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Lighting Upgrades at Broadmeadow

This request is to fund lighting upgrades at the Broadmeadow School, converting their existing outdated lighting to high-efficiency LED systems. The total cost for this project was quoted at $189,781.15. The Town plans to utilize $100,000 of Green Communities funds to offset the cost of this project. Similar projects have been successfully completed in the past few years at the Pollard, Newman, Mitchell, and Hillside schools, and this project would be modeled on those. Building Maintenance plans to continue these lighting upgrade projects at all Town and School buildings wherever feasible to reduce energy consumption.

This project was selected for FY26 based on energy audit recommendations from the Town's Eversource project expeditor as part of the Green Communities program in FY25. The project offers a high return on investment, with significant energy savings and cost savings over a short period of time.

Change from Previous Year Submission

The lighting upgrades for Broadmeadow were pushed to FY2026 due to the project cost.

Clarifications of Questions

3. Building permits would likely be required.
9. This request would extend the life of the building by installing more efficient systems.
10. All equiment would be permanently installed.

Capital Request Detail

Project Title	Sustainable Building Retrofit Program			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$125,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$125,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

High School Gym A Hot Water Heater Replacement

This request is to fund the replacement of the High School Gym A natural gas hot water heater with a more energy efficient electric or heat pump hot water heater. The hot water heaters in Gym A are nearing their life expectancy and their replacement presents an opportunity to install a more energy efficient alternative that does not rely on fossil fuels. A similar project was successfully completed at the Mitchell School in FY24, when a failing natural gas hot water heater was replaced with a heat pump hot water heater.

This project was selected for FY27 based on energy audit recommendations from the Town's Eversource project expeditor as part of the Green Communities program in FY25. This project will significantly improve the efficiency of the building's water heater equipment, while also reducing the use of natural gas onsite.

Change from Previous Year Submission

The increased funding request is intended to account for the increased cost of materials and labor for this project.

Clarifications of Questions

3. Building permits would likely be required.
9. This request would extend the life of the building by installing more efficient systems.
10. All equiment would be permanently installed.
12. Assistance would be required from the occupants of the buildings affected.

Capital Request Detail

Project Title	Sustainable Building Retrofit Program			Fiscal Year	2028	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$150,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$150,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Lighting Upgrades at High Rock

This request is to fund lighting upgrades at the High Rock School, converting their existing outdated lighting to high-efficiency LED systems. Similar projects have been successfully completed in the past few years at the Pollard, Newman, Mitchell, and Hillside schools, and this project would be modeled on those. Building Maintenance plans to continue these lighting upgrade projects at all Town and School buildings wherever feasible to reduce energy consumption. The Town plans to utilize $100,000 of Green Communities funds to offset the cost of this project.

This project was selected for FY28 based on energy audit recommendations from the Town's Eversource project expeditor as part of the Green Communities program in FY25. The project offers a high return on investment, with significant energy savings and cost savings over a short period of time.

Change from Previous Year Submission

The increased funding request is intended to account for the increased cost of materials and labor, in addition to the termination of Eversource's lighting incentive program for municipalities.

Capital Request Detail					
Project Title	Sustainable Building Retrofit Program	Fiscal Year	2028	Request Status	Revised
Additional Description and Considerations					

Clarifications of Questions

3. Building permits would likely be required.
9. This request would extend the life of the building by installing more efficient systems.
10. All equiment would be permanently installed.
12. Assistance would be required from the occupants of the buildings affected.

Capital Request Detail

Project Title	Sustainable Building Retrofit Program			Fiscal Year	2029	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$175,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$175,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Lighting Upgrades at High School Classrooms

This request is to fund lighting upgrades at the High School classrooms, converting their existing outdated lighting to high-efficiency LED systems. Similar projects have been successfully completed in the past few years at the Pollard, Newman, Mitchell, and Hillside schools, and this projects would be modeled on those. Building Maintenance plans to continue these lighting upgrade projects at all Town and School buildings wherever feasible to reduce energy consumption. The Town plans to utilize $100,000 of Green Communities funds to offset the cost of this project.

This project was selected for FY29 based on energy audit recommendations from the Town's Eversource project expeditor as part of the Green Communities program in FY25. The project offers a high return on investment, with significant energy savings and cost savings over a short period of time.

Change from Previous Year Submission

The increased funding request is intended to account for the increased cost of materials and labor, in addition to the termination of Eversource's lighting incentive program for municipalities.

Capital Request Detail					
Project Title	Sustainable Building Retrofit Program	Fiscal Year	2029	Request Status	Revised

Additional Description and Considerations

Clarifications of Questions

3. Building permits would likely be required.
9. This request would extend the life of the building by installing more efficient systems.
10. All equiment would be permanently installed.
12. Assistance would be required from the occupants of the buildings affected.

Capital Request Detail

Project Title	Sustainable Building Retrofit Program			Fiscal Year	2030	Request Status	New
Project Phase	Construction	Planning/Design		Construction	$200,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$200,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Lighting Upgrades at High School Hallways

This request is to fund lighting upgrades at the High School hallways, converting their existing outdated lighting to high-efficiency LED systems. Similar projects have been successfully completed in the past few years at the Pollard, Newman, Mitchell, and Hillside schools, and this project would be modeled on those. Building Maintenance plans to continue these lighting upgrade projects at all Town and School buildings wherever feasible to reduce energy consumption. The Town plans to utilize $100,000 of Green Communities funds to offset the cost of this project.

This project was selected for FY30 based on energy audit recommendations from the Town's Eversource project expeditor as part of the Green Communities program in FY25. The project offers a high return on investment, with significant energy savings and cost savings over a short period of time.

Clarifications of Questions

3. Building permits would likely be required.
9. This request would extend the life of the building by installing more efficient systems.
10. All equiment would be permanently installed.
12. Assistance would be required from the occupants of the buildings affected.

Capital Funding Request							
Title	**NPDES Support Projects**			Submitted by	PW Engineering		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

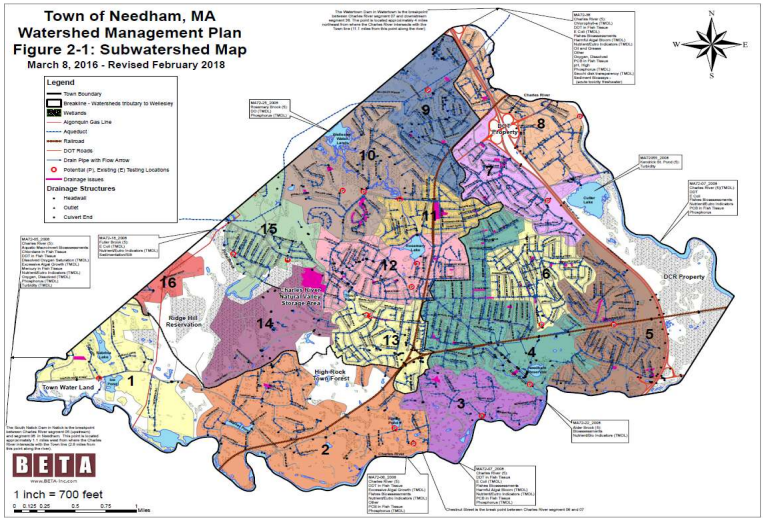
The new 2016 NPDES Regulations are the most sweeping set of stormwater requirements in the last 45 years. The 2016 NPDES Permit requires Needham to continue making substantial changes to the Town's Stormwater Operations, Site Plan, and Subdivision reviews, and to create a new Stormwater General Bylaw.

Urbanized areas within Needham have what is called a "Small Municipal Separate Storm System (MS4)." The MS4 Permit only authorizes the discharge of clean stormwater and/or stormwater that does not cause or contribute to an exceedance of water quality standards. The Permit also requires that pollutants in MS4 stormwater discharges be reduced to the maximum extent practicable.

Needham is subject to a Total Maximum Daily Load (TMDL) requirement for phosphorus and pathogens. The amount of phosphorus discharging to waterbodies and their tributaries from urbanized area stormwater must be reduced by 55%, and pathogens must be eliminated and/or reduced to the maximum extent practicable through the use of enhanced structural and non-structural methods known as "Best Management Practices (BMPs)."

Needham has five "Category 5 Waterbodies" impaired by turbidity, nutrients, organic enrichment, low dissolved oxygen, priority organics, noxious aquatic plants, exotic species, oil & grease, taste, odor, color, suspended solids, and causes unknown. The five impaired waterbodies are: Alder Brook, two segments of the Charles River (from Wellesley Dam to Chestnut Street, and from Chestnut Street to Newton), Fuller Brook, and Rosemary Brook. Required interventions to address these issues at the waterbodies are ongoing.

This article's purpose is to fund studies identifying opportunities for stormwater-related improvements, and the construction of BMPs that are recommended. They will be a key part of the effort to continue working towards full compliance with the new federal permit standards. Below is a map of the subwatershed areas.



Capital Request Detail

Project Title	NPDES Support Projects			Fiscal Year	2026	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$1,622,000	FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Stormwater	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$1,622,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			Yes
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Each year, DPW will focus on specific watershed areas throughout Town to either conduct a study, design BMPs, or construct recommended BMPs.

In FY2026, the DPW will focus its NPDES program on **Watershed Areas 2, 4, 5, 6, & 7**.

A study, design, and construction, will be conducted to analyze existing stormwater conditions and identify future NPDES-related projects. Specific tasks will include:

1. Reviewing known flooding issues within the area
2. Identifying potential testing locations for illicit discharge detection and elimination
3. Delineating outfall drainage areas and identifying potential infiltration locations
4. Making recommendations for potential improvements to construction erosion control procedures
5. Making recommendations for potential capital improvements to the development and maintenance of stormwater management systems
6. Making recommendations for the maintenance of stormwater systems for facilities and infrastructure
7. Advising on the Phosphorous Control Plan
8. Identifying targeted audiences for education and outreach regarding stormwater concerns, providing guidance on public participation as required
9. Identifying alternate funding sources and match grant fund opportunities

Capital Request Detail					
Project Title	NPDES Support Projects	Fiscal Year	2026	Request Status	Revised

Additional Description and Considerations

The DPW will also design and construct BMPs in these Watershed Areas to address stormwater pollutant issues identified in previous studies. These would include one or more of the following:

- Infiltration/retention basins, trenches, and dry wells
- Rain gardens, vegetated swales, constructed wetlands, and restored buffers
- Subsurface infiltration beds and constructed filters
- Permeable concrete sidewalks and parking lot pavements
- Potential project locations will be informed by studies in these Watershed Areas, including but not limited to the retrofitting of existing drainage systems on Charles River Street, Oxbow Road, Bridal Trail Road, Country Way, Central Avenue, Fisher Street, Morse Road, Stratford Road, Crestview Road, Grosvenor Road, Dedham Avenue, Highland Avenue, and Robinwood Avenue.

The NPDES permit requires municipalities to develop and maintain a Phosphorus Control Plan (PCP) to reduce the amount of phosphorus discharged to nearby waterbodies. It is anticipated that these restrictions will become more stringent over time (Needham's phosphorus reduction obligations have increased 10% since the permit regulations were issued). The Town's first milestone of 20% phosphorus load reduction is due in 2026.

In order to meet Needham's phosphorous reduction benchmarks, DPW will have to accelerate our current NPDES programs, and when feasible, design and construct BMPs in the same year. DPW may pivot to additional or alternative BMPs depending on circumstances, both internal and external (e.g., a major flooding event). Other variables that may impact NPDES activities and planning include the construction timeline, cost, and projected efficacy of the proposed BMPs, internal project management capabilities, and current site conditions. While the plan is to focus on these specific watershed areas, if it is more efficient, effective, or timely to install a BMP in another watershed aea, the DPW will do what is best for the NPDES program.

Changes from Prior Year Submission
Targeted watershed areas and timelines have been adjusted from the prior submission as last year's project was not funded. This project was increased to maintain the Town's timelines for compliance and to provide additional stormwater capacity mitigation as identified during the August 8, 2023 storm.

Clarification of Questions
3. Permits may be required from the Conservation Commission, Planning Board, and others.
7. This is in response to a federal permit.
10. All equipment resulting from these projects would be permanently installed.

Capital Request Detail

Project Title	NPDES Support Projects			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$1,026,500	FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Stormwater	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$1,026,500

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	Yes
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

In FY27, the DPW will focus its NPDES program on **Watershed Areas 5, 7, & 10**.

A study will be conducted to analyze existing stormwater conditions and identify future NPDES-related projects. Specific tasks will include:

1. Reviewing known flooding issues within the area
2. Identifying potential testing locations for illicit discharge detection and elimination
3. Delineating outfall drainage areas and identifying potential infiltration locations
4. Making recommendations for potential improvements to construction erosion control procedures
5. Making recommendations for potential capital improvements to the development and maintenance of stormwater management systems
6. Making recommendations for the maintenance of stormwater systems for facilities and infrastructure
7. Advising on the Phosphorous Control Plan
8. Identifying targeted audiences for education and outreach regarding stormwater concerns, providing guidance on public participation as required
9. Identifying alternate funding sources and match grant fund opportunities

Capital Request Detail					
Project Title	NPDES Support Projects	Fiscal Year	2027	Request Status	Revised

Additional Description and Considerations

The DPW will also design and construct BMPs in these Watershed Areas to address stormwater pollutant issues identified in previous studies. These would include one or more of the following:

- Infiltration/retention basins, trenches, and dry wells
- Rain gardens, vegetated swales, constructed wetlands, and restored buffers
- Subsurface infiltration beds and constructed filters
- Permeable concrete sidewalks and parking lot pavements

The NPDES permit requires municipalities to develop and maintain a Phosphorus Control Plan (PCP) to reduce the amount of phosphorus discharged to nearby waterbodies. It is anticipated that these restrictions will become more stringent over time (Needham's phosphorus reduction obligations have increased 10% since the permit regulations were issued). The Town's first milestone of 20% phosphorus load reduction is due in 2026.

In order to meet Needham's phosphorous reduction benchmarks, DPW will have to accelerate our current NPDES programs, and when feasible, design and construct BMPs in the same year. DPW may pivot to additional or alternative BMPs depending on circumstances, both internal and external (e.g. a major flooding event). Other variables that may impact NPDES activities and planning include the construction timeline, cost, and projected efficacy of the proposed BMPs, internal project management capabilities, and current site conditions. While the plan is to focus on these specific watershed areas, if it is more efficient, effective, or timely to install a BMP in another watershed aea, the DPW will do what is best for the NPDES program.

Changes from Prior Year Submission

Targeted watershed areas and timelines have been adjusted from the prior submission. Projected cost was increased at a standard 4% inflation from the prior submission. This project was increased to maintain the Town's timelines for compliance and to provide additional stormwater capacity mitigation as identified during the August 8, 2023 storm.

Clarification of Questions
3. Permits may be required from the Conservation Commission, Planning Board, and others.
7. This is in response to a federal permit.
10. All equipment resulting from these projects would be permanently installed.

Capital Request Detail

Project Title	NPDES Support Projects			Fiscal Year	2028	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$1,223,000	FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Stormwater	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$1,223,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	Yes
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

In FY28, the DPW will focus its NPDES program on **Watershed Areas 7, 9, & 10**.

A study will be conducted to analyze existing stormwater conditions and identify future NPDES-related projects. Specific tasks will include:

1. Reviewing known flooding issues within the area
2. Identifying potential testing locations for illicit discharge detection and elimination
3. Delineating outfall drainage areas and identifying potential infiltration locations
4. Making recommendations for potential improvements to construction erosion control procedures
5. Making recommendations for potential capital improvements to the development and maintenance of stormwater management systems
6. Making recommendations for the maintenance of stormwater systems for facilities and infrastructure
7. Advising on the Phosphorous Control Plan
8. Identifying targeted audiences for education and outreach regarding stormwater concerns, providing guidance on public participation as required
9. Identifying alternate funding sources and match grant fund opportunities

Capital Request Detail					
Project Title	NPDES Support Projects	Fiscal Year	2028	Request Status	Revised

Additional Description and Considerations

The DPW will also design and construct BMPs in these Watershed Areas to address stormwater pollutant issues identified in previous studies. These would include one or more of the following:

- Infiltration/retention basins, trenches, and dry wells
- Rain gardens, vegetated swales, constructed wetlands, and restored buffers
- Subsurface infiltration beds and constructed filters
- Permeable concrete sidewalks and parking lot pavements

The NPDES permit requires municipalities to develop and maintain a Phosphorus Control Plan (PCP) to reduce the amount of phosphorus discharged to nearby waterbodies. It is anticipated that these restrictions will become more stringent over time (Needham's phosphorus reduction obligations have increased 10% since the permit regulations were issued). The Town's first milestone of 20% phosphorus load reduction is due in 2026.

In order to meet Needham's phosphorous reduction benchmarks, DPW will have to accelerate our current NPDES programs, and when feasible, design and construct BMPs in the same year. DPW may pivot to additional or alternative BMPs depending on circumstances, both internal and external (e.g. a major flooding event). Other variables that may impact NPDES activities and planning include the construction timeline, cost, and projected efficacy of the proposed BMPs, internal project management capabilities, and current site conditions. While the plan is to focus on these specific watershed areas, if it is more efficient, effective, or timely to install a BMP in another watershed aea, the DPW will do what is best for the NPDES program.

Changes from Prior Year Submission
Targeted watershed areas and timelines have been adjusted from the prior submission. Projected cost was increased at a standard 4% inflation from the prior submission. This project was increased to maintain the Town's timelines for compliance and to provide additional stormwater capacity mitigation as identified during the August 8, 2023 storm.

Clarification of Questions
3. Permits may be required from the Conservation Commission, Planning Board, and others.
7. This is in response to a federal permit.
10. All equipment resulting from these projects would be permanently installed.

Capital Request Detail

Project Title	NPDES Support Projects			Fiscal Year	2029	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$1,279,000	FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Stormwater	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$1,279,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	Yes
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

In FY29, the DPW will focus its NPDES program on **Watershed Areas 9, 10, & 13**.

A study will be conducted to analyze existing stormwater conditions and identify future NPDES-related projects. Specific tasks will include:

1. Reviewing known flooding issues within the area
2. Identifying potential testing locations for illicit discharge detection and elimination
3. Delineating outfall drainage areas and identifying potential infiltration locations
4. Making recommendations for potential improvements to construction erosion control procedures
5. Making recommendations for potential capital improvements to the development and maintenance of stormwater management systems
6. Making recommendations for the maintenance of stormwater systems for facilities and infrastructure
7. Advising on the Phosphorous Control Plan
8. Identifying targeted audiences for education and outreach regarding stormwater concerns, providing guidance on public participation as required
9. Identifying alternate funding sources and match grant fund opportunities

Capital Request Detail					
Project Title	NPDES Support Projects	Fiscal Year	2029	Request Status	Revised

Additional Description and Considerations

The DPW will also design and construct BMPs in these Watershed Areas to address stormwater pollutant issues identified in previous studies. These would include one or more of the following:

- Infiltration/retention basins, trenches, and dry wells
- Rain gardens, vegetated swales, constructed wetlands, and restored buffers
- Subsurface infiltration beds and constructed filters
- Permeable concrete sidewalks and parking lot pavements

The NPDES permit requires municipalities to develop and maintain a Phosphorus Control Plan (PCP) to reduce the amount of phosphorus discharged to nearby waterbodies. It is anticipated that these restrictions will become more stringent over time (Needham's phosphorus reduction obligations have increased 10% since the permit regulations were issued). The Town's first milestone of 20% phosphorus load reduction is due by 2026.

In order to meet Needham's phosphorous reduction benchmarks, DPW will have to accelerate our current NPDES programs, and when feasible, design and construct BMPs in the same year. DPW may pivot to additional or alternative BMPs depending on circumstances, both internal and external (e.g. a major flooding event). Other variables that may impact NPDES activities and planning include the construction timeline, cost, and projected efficacy of the proposed BMPs, internal project management capabilities, and current site conditions. While the plan is to focus on these specific watershed areas, if it is more efficient, effective, or timely to install a BMP in another watershed aea, the DPW will do what is best for the NPDES program.

Changes from Prior Year Submission
Targeted watershed areas and timelines have been adjusted from the prior submission. Projected cost was increased at a standard 4% inflation from the prior submission. This project was increased to maintain the Town's timelines for compliance and to provide additional stormwater capacity mitigation as identified during the August 8, 2023 storm.

Clarification of Questions
3. Permits may be required from the Conservation Commission, Planning Board, and others.
7. This is in response to a federal permit.
10. All equipment resulting from these projects would be permanently installed.

Capital Request Detail

Project Title	NPDES Support Projects			Fiscal Year	2030	Request Status	New
Project Phase	Construction	Planning/Design		Construction	$1,350,000	FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Stormwater	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$1,350,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	Yes
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

In FY30, the DPW will focus its NPDES program on **Watershed Areas 9, 12, & 13**.

A study will be conducted to analyze existing stormwater conditions and identify future NPDES-related projects. Specific tasks will include:

1. Reviewing known flooding issues within the area
2. Identifying potential testing locations for illicit discharge detection and elimination
3. Delineating outfall drainage areas and identifying potential infiltration locations
4. Making recommendations for potential improvements to construction erosion control procedures
5. Making recommendations for potential capital improvements to the development and maintenance of stormwater management systems
6. Making recommendations for the maintenance of stormwater systems for facilities and infrastructure
7. Advising on the Phosphorous Control Plan
8. Identifying targeted audiences for education and outreach regarding stormwater concerns, providing guidance on public participation as required
9. Identifying alternate funding sources and match grant fund opportunities

Capital Request Detail					
Project Title	NPDES Support Projects	Fiscal Year	2030	Request Status	New

Additional Description and Considerations

The DPW will also design and construct BMPs in these Watershed Areas to address stormwater pollutant issues identified in previous studies. These would include one or more of the following:

- Infiltration/retention basins, trenches, and dry wells
- Rain gardens, vegetated swales, constructed wetlands, and restored buffers
- Subsurface infiltration beds and constructed filters
- Permeable concrete sidewalks and parking lot pavements

The NPDES permit requires municipalities to develop and maintain a Phosphorus Control Plan (PCP) to reduce the amount of phosphorus discharged to nearby waterbodies. It is anticipated that these restrictions will become more stringent over time (Needham's phosphorus reduction obligations have increased 10% since the permit regulations were issued). The Town's first milestone of 20% phosphorus load reduction is due by 2026.

In order to meet Needham's phosphorous reduction benchmarks, DPW will have to accelerate our current NPDES programs, and when feasible, design and construct BMPs in the same year. DPW may pivot to additional or alternative BMPs depending on circumstances, both internal and external (e.g. a major flooding event). Other variables that may impact NPDES activities and planning include the construction timeline, cost, and projected efficacy of the proposed BMPs, internal project management capabilities, and current site conditions. While the plan is to focus on these specific watershed areas, if it is more efficient, effective, or timely to install a BMP in another watershed aea, the DPW will do what is best for the NPDES program.

Clarification of Questions
3. Permits may be required from the Conservation Commission, Planning Board, and others.
7. This is in response to a federal permit.
10. All equipment resulting from these projects would be permanently installed.

Capital Funding Request							
Title	**Quiet Zone Safety Upgrades**			Submitted by	PW Engineering		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The Town is looking to request a Quiet Zone designation from the MBTA. A Quiet Zone designation waives the requirement for trains to signal with their horn at these crossings because of their enhanced train safety infrastructure. Before a municipality can request a Quiet Zone designation from the MBTA, upgrades to railroad crossings must occur.

There are six railroad crossings in Needham that will require upgrades prior to requesting a Quiet Zone designation. These crossings are at West Street, Rosemary Street, May Street, Oak Street, Great Plain Avenue, and one near the Needham Golf Club. For West Street, May Street, and Oak Street, the Town has opted to pursue the option of adding quad-gates, two gates that lower on each side of the railroad crossing, and vehicle and pedestrian detection systems. For Rosemary Street and Great Plain Avenue, the Town has opted for a median separation at the crossing and vehicle and pedestrian detection systems.

The detection systems would trigger the gates to release so that vehicles and pedestrians would not be trapped in the case of emergencies. The existing MBTA infrastructure is outdated with equipment that cannot process the signals from vehicle and pedestrian detection systems.

Capital Request Detail

Project Title	Quiet Zone Safety Upgrades			Fiscal Year	2026	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$3,500,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	Industry References		**Project Cost**	$3,500,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the **construction** phase of the project.

The project will involve the installation of Supplemental Safety Measures at five at-grade-crossings to establish a Quiet Zone for Needham.

Funding for the design phase of this project was requested in FY2025.

Changes from Prior Year Submission

The construction phase of this project was pushed back from FY2025 to FY2026 as a result of the design phase being delayed during contracting for the feasibility study. The project cost estimate increased based on recommendations made by the feasibility study.

Clarification of Questions

3. This project requires permitting and coordination with the MBTA.
10. All equipment that is part of this project would be permanently installed at the multiple locations.

Capital Funding Request							
Title	**Street Acceptance for Parkvale Road**			Submitted by	PW Engineering		
Request Type	Standalone Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The Town received a request for private street acceptance from neighbors on Parkvale Road. In order to accept the street, the conditions of Parkvale Road will need to be brought up to town standards. An assessment of existing conditions will determine if the pavement thickness complies with Town standards, if the profile and cross section meet the minimum slope criteria for drainage, if additional infiltration is needed to meet federal NPDES requirements, if existing structures will need to be raised to grade, if driveway aprons will need to be adjusted, and if road narrowing will be needed to meet walkability criteria, among other issues. Abutters seeking street acceptance can either improve the street to Town specifications themselves, or petition that the Town complete the work. In this case, the Town will complete the work, and the abutters will pay for the improvement through a betterment process. The construction costs sought through this request will be apportioned to the abutters on Parkvale Road.

Capital Request Detail

Project Title	Street Acceptance for Parkvale Road			Fiscal Year	2026	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$250,000	FF&E	
Useful Life	More than 50 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$250,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's		No

Project Description and Considerations

This request will fund the construction costs required to bring the conditions of Parkvale Road up to town standards to enable private street acceptance. An assessment of existing conditions will determine if the pavement thickness complies with Town standards, if the profile and cross section meet the minimum slope criteria for drainage, if additional infiltration is needed to meet federal NPDES requirements, if existing structures will need to be raised to grade, if driveway aprons will need to be adjusted, and if road narrowing will be needed to meet walkability criteria, among other issues. The Town will complete the work required to improve the conditions of Parkvale Road, and the abutters will pay for the improvement through a betterment process. The construction costs sought through this request will be apportioned to the abutters on Parkvale Road.

Clarification of Questions

12. The following deparmtents will be required to provide assistance in order to complete this project: Highway Division, Parks and Foresty Division, and Water, Sewer, and Drain Division.

13. If funded, this project will require the ongoing maintenance of road conditions, drainage, and vegetation that is expected for other roadways in Needham.

Capital Funding Request							
Title	**Street Acceptance for Sachem Road**			Submitted by	PW Engineering		
Request Type	Standalone Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The Town received a request for private street acceptance from neighbors on Sachem Road. In order to accept the street, the conditions of Sachem Road will need to be brought up to town standards. An assessment of existing conditions will determine if the pavement thickness complies with Town standards, if the profile and cross section meet the minimum slope criteria for drainage, if additional infiltration is needed to meet federal NPDES requirements, if existing structures will need to be raised to grade, if driveway aprons will need to be adjusted, and if road narrowing will be needed to meet walkability criteria, among other issues. Abutters seeking street acceptance can either improve the street to Town specifications themselves, or petition that the Town complete the work. In this case, the Town will complete the work, and the abutters will pay for the improvement through a betterment process. The construction costs sought through this request will be apportioned to the abutters on Sachem Road.

Capital Request Detail

Project Title	Street Acceptance for Sachem Road			Fiscal Year	2026	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$250,000	FF&E	
Useful Life	More than 50 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$250,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's		No

Project Description and Considerations

This request will fund the construction costs required to bring the conditions of Sachem Road up to town standards to enable private street acceptance. An assessment of existing conditions will determine if the pavement thickness complies with Town standards, if the profile and cross section meet the minimum slope criteria for drainage, if additional infiltration is needed to meet federal NPDES requirements, if existing structures will need to be raised to grade, if driveway aprons will need to be adjusted, and if road narrowing will be needed to meet walkability criteria, among other issues. The Town will complete the work required to improve the conditions of Sachem Road, and the abutters will pay for the improvement through a betterment process. The construction costs sought through this request will be apportioned to the abutters on Sachem Road.

Clarification of Questions

12. The following deparmtents will be required to provide assistance in order to complete this project: Highway Division, Parks and Foresty Division, and Water, Sewer, and Drain Division.

13. If funded, this project will require the ongoing maintenance of road conditions, drainage, and vegetation that is expected for other roadways in Needham.

Capital Funding Request							
Title	**Brine Maker**			Submitted by	PW Highway		
Request Type	Standalone Funding Request	Capital Type	Equipment	Funding Request	See Attached	Funding Year	See Attached

Description

Salt brine is a solution of salt and water that has a freezing point lower than pure water. Due to this property, it is a useful tool in reducing, delaying, and breaking down the bond between snow and ice and road surfaces. Typical rock salt, once spread, is not able to stop snow from freezing to the pavement surface until it has formed a liquid solution through additional water. By proactively applying liquid salt brine to the Town's road surfaces prior to snow accumulation ("anti-icing"), the same preventative effect can be achieved while only using 1/4 of the salt. When applying rock salt to break the existing bond between snow and pavement ("de-icing"), the salt can be pre-wetted with brine to activate the melting effects more quickly.

As part of a larger effort to expand the use of de-icing liquids in the Town's Snow & Ice Program, the Department of Public Works is requesting funds for a salt brine production system and additional storage tanks to mix and store salt brine in-house. Currently, snow operations staff purchases salt brine from a third party vendor at $1.75 per gallon. Over the last 3 snow seasons, the Town purchased over 20,000 gallons of brine from vendors for a cost of nearly $34,000. DPW staff estimates that it will cost the Town roughly $0.10 per gallon to produce its own mixed salt brine with an in-house salt brine production system. This brine could be produced on demand without the need to coordinate deliveries with third parties.

Under this plan, as DPW replaces its plow and salting equipment, it would purchase new equipment outfitted with liquid tanks and application units. An expanded brining program with additional applicators would allow for brine to be used more frequently and more quickly, and would reduce the Town’s overall salt usage. Brine is a more effective anti-icer and de-icer than salt, sticks to roadways better, and gives crews more time to plan for snow storms, since brining can occur up to 48 hours beforehand. Brine is also more cost-effective than rock salt. Overall, producing salt brine in-house will allow snow operations staff to work more efficiently, reduce the Town’s dependence on outside vendors for salt brine during peak demand periods, and lessen the need for heavy rock salt application before and during storms.

This request is for the purchase and installation of a salt brine production system, storage tanks, and a truck filling unit. The brine maker would be co-located or installed inside of the salt shed at the Recycling and Transfer Station.

Capital Request Detail

Project Title	Brine Maker			Fiscal Year	2027	Request Status	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment	$145,600	Other Expenses	$5,400
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$151,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	Yes
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is for the purchase and installation of a salt brine production system to convert dry rock salt into liquid, storage tanks to hold the brine liquid, and a truck fill unit to load the liquid into the tanks mounted on the snowfighting fleet. This brine will be used for anti-icing roadways through direct application as well as prewetting rock salt for enhanced de-icing. The brine system would be co-located or installed inside of the salt shed at the Recycling and Transfer Station.

Changes from Prior Year Submission

The funding request was initially submitted as an informational only because no quoted costs were available at the time of submission. Quotes have since been obtained. This request has been pulled forward into FY2027 due to the Department's desire to expand the liquids portion of the Snow & Ice program as soon as feasible.

Clarification of Questions

2. This request does not include costs to connect electrical and water service to the Brine Maker system in the salt shed. This work would be performed by the Building Maintenance and Water Divisions of Public Works, with costs including time and materials. These costs would be absorbed by existing budgets outside of this appropriation.

10. The brine production system, storage tanks, and truck fill unit would be permanently installed in the RTS salt shed.

Capital Funding Request							
Title	**Road Weather Information System (RWIS)**			Submitted by	PW Highway		
Request Type	Informational Only	Capital Type	Equipment	Funding Request	None at this time	Funding Year	Outside the Plan Years

Description

A Road Weather Information System (RWIS) is comprised of Environmental Sensor Stations (ESS) in the field, a communication system for data transfer, and central systems to collect field data from multiple ESS. Depending on the sensor, these measure a range of weather-related conditions, including pavement temperature and status (wet, dry, snow), wind speed and direction, precipitation (amount, occurrence, type), humidity, and visibility. Central RWIS hardware and software are used to process observations from ESS to develop nowcasts or forecasts, and display road weather information in a format that can be easily interpreted by a manager. RWIS data are used by snow operations managers to support decision making before, during, and after snow events.

This request is a future form intended to indicate the Department of Public Works' desire for its own RWIS system. The equipment setup under consideration includes one comprehensive and centrally-located weather station with remote camera capabilities, as well as 4 in-pavement temperature monitors to be deployed around Town so as to create "quadrants" for continuous observation. This equipment would feed data into an interactive web interface that could be used by Snow & Ice program managers to help inform their snowfighting strategy. For example, the data collected by the sensors may indicate that road temperatures are warming and less precipitation will bond with the roadways than expected, or that more or less attention and/or road salt is needed in one part of Town than another. This would benefit the Town through a more efficient and cost-effective deployment of staff and de-icing materials.

Currently DPW utilizes outside weather consultant services to assist with forecasting winter weather conditions. However, these services are sometimes unreliable and they lack a specific understanding of the Town's road network, resources, or snowfighting program. The RWIS system would allow DPW to become less reliant on these outside forecasters and better able to provide real time information to their staff and other departments, such as Public Safety and the School Department.

Capital Funding Request							
Title	**Downtown Redesign - Great Plain Avenue Corridor**			Submitted by	PW General		
Request Type	Informational Only	Capital Type	Infrastructure	Funding Request	N/A	Funding Year	2027

Description

This is a future form for potential costs from the rebooted downtown redesign project on Great Plain Avenue. The limits of the project extend from Linden Street to Warren Street. Despite a long period of design development for a previous iteration of this project, the Department of Public Works (DPW) decided that a new vision more responsive to the needs of the residents, with a new design team, was the best way to push the project forward. Requested features of the redesign include bike lanes, expanded pedestrian infrastructure, traffic calming, and additional green space.

In Spring 2024, DPW solicted proposals from its on-call engineering consultants for a new contract to draft concept plans that would be presented to Town stakeholders and developed into a full design based on their feedback. The selected engineering consultant firm, Environmental Partners, was awarded the contract after being rated highly by DPW staff and Town leadership. They have begun their pre-design work (surveys, traffic studies, etc.), assisted the Town in applying for a federal grant to fund a pilot of proposed design elements, and started soliciting public feedback at community pop-up events. They are currently engaged with the Needham Center Project Working Group to establish how the project will be branded and stakeholder priorities.

As the design continues to take shape, DPW staff will identify and pursue external funding sources to offset the costs of the construction phase. This form serves as a placeholder should it be determined that local funds will need to be leveraged to advance the project.

The current anticipated schedule is to implement a Pilot in the summer of 2025 with either Chapter 90 funds or other grant funds and while finalizing the design based on feedback from the pilot, pursue funding for construction in 2026/2027 with construction to follow after.

Capital Funding Request							
Title	**Municipal and School Parking Lot Resurfacing**			Submitted by	PW Highway		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The Highway Division of the Department of Public Works maintains the Town's seven public parking lots as well as the parking lots at each of the eight public schools. The Municipal Parking operating budget is used to fund preventative maintenance, such as sealing cracks and refreshing pavement markings, as well as new signs, mulch, and small plantings. The Building Maintenance Division also contributes their operating funding towards these items at the schools.

Despite these preventative maintenance efforts, the pavement in the parking lots eventually deteriorates to the point where it requires resurfacing, either through a mill and pave, or other pavement sealing strategy. Deferring maintenance in these locations can eventually result in a failing surface that presents safety concerns and causes vehicle damage. Without periodic resurfacing, the pavement in these parking lots could lose structural integrity, necessitating a costly reconstruction process to rebuild the subsurface layers.

The resurfacing of parking lots is substantially different than resurfacing roads, and so these lots are outside of the Street Resurfacing Program's scope. This work is performed by different outside contractors and is priced differently due to the smaller area and wider extent of pavement. There may also be unique features or obstacles that must be carefully worked around.

The Highway Division's existing budgets do not cover these parking lot resurfacing projects, nor do their existing contractors typically perform paving work in parking lots. This annual funding request is for the resurfacing of municipal and school parking lots to prevent further degradation and to restore safety and an attractive appearance. Each year's appropriation would be used to solicit bids for these individual resurfacing projects.

The Engineering and Water/Sewer/Drains Divisions may also utilize these opportunities to install additional drainage and stormwater storage features while resurfacing the lots. This will address flooding concerns and support the Town's stormwater management goals and National Pollutant Discharge Elimination System (NPDES) permit compliance efforts.

Capital Request Detail

Project Title	Municipal and School Parking Lot Resurfacing			Fiscal Year	2027	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$350,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	In-House Estimate		**Project Cost**	$350,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Not Applicable
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	Yes
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Not Applicable
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

Chestnut Street Parking Lot Resurfacing

The Chestnut Street parking lot's pavement surface is nearing the end of its useful life and is beginning to deteriorate beyond what can be addressed through crack sealing. Over the years since it was last resurfaced, its underlying structure has started to weaken, affecting the shape of the lot and its resilience to the heavy traffic that utilizes it daily. It is also experiencing drainage issues during high-intensity rain events, resulting in flooding that impacts nearby properties.

This request is for funding for a bid project that would involve milling and repaving 2" of the asphalt surface, the repair and adjustment of metal castings, the replacement of the existing pavement markings, and the installation of multiple stormwater capacity structures to help contain and store water, especially during high-intensity rain events.

Clarification of Questions

3. This project may require Planning Board approval depending on what changes if any are made to the lot.
7. Any installed drainage or stormwater management features would be in response to the National Pollutant Discharge Elimination System (NPDES) permit requirements.

Capital Request Detail

Project Title	Municipal and School Parking Lot Resurfacing			Fiscal Year	2029	Request Type	New
Project Phase	Construction	Planning/Design		Construction	$250,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	In-House Estimate		**Project Cost**	$250,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Not Applicable
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	Yes
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Not Applicable
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

Chapel Street Parking Lot Resurfacing

The Chapel Street parking lot's pavement surface is nearing the end of its useful life and is beginning to deteriorate beyond what can be addressed through crack sealing. Over the years since it was last resurfaced its underlying structure has started to weaken, affecting the shape of the lot and its resilience to the heavy traffic that utilizes it daily.

This request is for funding for a bid project that would involve milling and repaving 2" of the asphalt surface, the repair and adjustment of metal castings, the replacement of the existing pavement markings, and the installation of multiple stormwater capacity structures to help contain and store water, especially during high-intensity rain events.

Clarification of Questions

3. This project may require Planning Board approval depending on what changes if any are made to the lot.
7. Any installed drainage or stormwater management features would be in response to the National Pollutant Discharge Elimination System (NPDES) permit requirements.

Capital Funding Request							
Title	**Public Works Infrastructure**			Submitted by	PW Highway		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, sidewalks, intersections, guardrails, bridges, drains, brooks, and culverts. This program consists of multiple categories, each with their own sub-projects. This request is submitted each year with different projects.

Street Resurfacing

The Town has 279 lane miles of accepted road that require maintenance. The observed average life of a road is now 10 to 15 years, shorter than in the past due to the industry's increased use of recycled materials to reduce material costs. Specialized surface treatments can be applied within this period to seal the pavement and extend the life of the roadway, with the treatment type based on road usage. On roads that were previously treated with one of these materials, a fresh asphalt overlay or "mill and fill" process is performed to restore the pavement condition and reset the clock. The Town plans for 17 lane miles of road to be resurfaced each year before they reach the end of their useful life. These roads are prioritized based on a road surface rating (RSR). The Town designates roads with an RSR of under 70 as targets for resurfacing and specialized treatments, and roads under 60 for more comprehensive repair and renovation.

The primary strategy of the resurfacing program involves asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction, handicap ramps, minor drainage improvements, traffic markings, and signage improvement or replacement. Installing a monolithic asphalt berm curb and/or granite curbing better defines the edge of the road, improves drainage, and protects the shoulder from erosion.

Roadway Rehabilitation/Reconstruction

Street resurfacing is usually the appropriate treatment to extend the useful life of a road, but deteriorating conditions may require that a total reconstruction of the road is necessary to address structural issues, including poor drainage, an undesirable grade, or failing subsurface material. This strategy differs from the street resurfacing program in that it requires a more comprehensive design and construction process, usually involving outside engineering firms. Roadway rehabilitation is similar to home renovation, whereas a full reconstruction is more like a knock-down and rebuild. Needham's resurfacing program has largely prevented the need for more substantial and costly reconstruction, but no matter how many times they are resurfaced, roads do not just consist of the top layer of asphalt; they are complete systems that have their own foundation, and sometimes that foundation needs addressing.
When determining if a road requires rehabilitation or reconstruction, the Town investigates the sight distances, drainage, handicap ramps, sidewalks, subsurface utilities, public utility poles, and overhead utilities. The physical condition of the road is evaluated for improvement, including its shape, foundation, and daily traffic volume. The roads to be addressed through reconstruction are deficient in one or more of the areas listed. These deficiencies can sometimes be attributed to how the Town evolved historically, with roads being constructed without a full design. Road reconstruction is a multi-year process which requires surveying, designing, utility evaluation, and construction.

Sidewalk Program

There are over 130 miles of accepted sidewalks in Needham. The Sidewalk Program seeks to address failure points across the network of sidewalks and upgrade sidewalks that do not meet modern construction standards. The Town conducted a study to create a sidewalk condition index and to score each segment of the network on that index. The conclusions of that study identified 80 miles of sidewalk in a condition that would warrant reconstruction. While the costs for sidewalk rehabilitation and reconstruction can vary significantly, current estimates have identified over $20,000,000 in sidewalks in need of repair, amounting to a nearly 40-year backlog. In an effort to maintain the condition of the Town's sidewalks with the highest pedestrian volume, over the past several years this program's funding has been focused towards the rehabilitation of sidewalks along the School Committee's designated walking routes. However, most of these sidewalk segments are now in good repair. With the help of the Mobility Planning & Coordination Committee, the Sidewalk Program's funding will now be turned towards a strategic plan to rehabilitate sidewalks in lower-volume residential neighborhoods.

ADA Ramp Upgrades

In addition to the importance of maintaining our current sidewalk network, over half of the Town's sidewalks do not comply with modern construction standards or state and federal laws, including

Capital Funding Request			
Title	**Public Works Infrastructure**	Submitted by	PW Highway

In addition to the importance of maintaining our current sidewalk network, over half of the Town's sidewalks do not comply with modern construction standards of state and federal laws, including the Americans with Disabilities Act (ADA). Significant improvements, including the installation of curb ramps or an expansion of sidewalk width, are required. The Town is mandated to make these improvements whenever making a significant "alteration" to the roadway through our Resurfacing Program, such as when paving. Previously the cost of these improvements were absorbed by the Sidewalk Program, but as the Town seeks to catch up on its maintenance backlog, those funds are needed for that purpose only. A typical curb ramp upgrade, including incidentals such as drainage relocation, costs $9,000, and a given street up for repaving may have as many as 10-15 ramp locations. Therefore, dedicated funding to support the Town's efforts to comply with these mandatory standards is needed.

Intersection Improvements
The various components of an intersection, including traffic signals, sidewalks, and signage require upgrade and reevaluation as infrastructure ages, technology improves, and methods of transportation change. The Engineering Division reviews intersections based on identified needs from the Highway Division and observed traffic patterns and infrastructure changes that are putting pressure on various intersections throughout Town. The Intersection Improvements Program funding goes towards the redesign and reconstruction of major intersections to enhance their traffic performance, correct geometry, and install signals and other infrastructure for motorized and nonmotorized transportation.

Guardrail
Many of the Town's guardrails are noncompliant with state standards, and DPW is executing a plan to systematically upgrade these guardrails to make them safer and more functional. Funding will be used to support guardrail improvements in specific locations that have an identified safety need, unless extraordinary circumstances require guardrail work as part of the street resurfacing, roadway reconstruction, sidewalk repair, intersection improvement, or bridge repair programs.

Bridge Repairs
Surrounded on three sides by the Charles River, the Town jointly maintains a number of bridges with neighboring communities. The Massachusetts Bridge Inspection Program has identified a number of bridges that have some level of deficiency and has recommended repairs. Funding is needed to design and execute these recommended repairs and ensure safety.

Stormwater/Storm Drain Improvements
Like all infrastructure in New England, the Town's stormwater drain systems were not developed systematically, but evolved over time as the Town developed. The 2002 Stormwater Master Plan was a pre-evaluation of the Town's stormwater system as the Town prepared for updated regulations of its Municipal Separate Storm Sewer System (MS4) system. Some evaluation was made at this time of the Town's capacity based on anecdotal data and records for flooding prone areas, but the primary focus of this study was preparing the Town for legal requirements related to the Town's stormwater quality. With changing weather patterns resulting in more short-duration, high-intensity storms, and greater density in housing and private development, the Department of Public Works continues to work on designing and building out a stormwater system that evolves alongside the built environment and drainage capacity needs in Town. To address these shifting conditions and an expansion in the scope of the DPW's stormwater strategy, an updated Stormwater Capacity Master Plan is being developed with capital funding. The new Master Plan will guide the DPW's capital planning and the prioritization of storm drain capacity projects, which will be funded through this program.

Brooks and Culverts
Throughout Town there are aging drainage systems that require repair, including poorly draining brooks, streams, waterways, and culverts that have been severely damaged by heavy rains/storms. Flooding in March 2010 caused a failure of retaining walls, resulting in extensive erosion and silt deposits in the brooks and streams. The displaced silt provided a medium for undesirable vegetation and negatively affected the drainage systems' ability to control the flow of water, with the situation resulting in the loss of usable abutting property and flooded basements. The current conditions are beyond the means of DPW equipment and personnel to repair without capital support. Restoration projects in these areas require a detailed investigation, a plan of recommended improvements, design drawings and specifications, environmental permitting, and construction bidding to be overseen by the Town's Engineering Division. These critical investments will return the waterways to a condition that the DPW will be able to maintain. Similarly destructive flooding in the summer of 2023 continued a pattern of increasingly erratic weather that is expected to worsen over time, further illustrating the importance of functional and resilient drainage systems. The longer these repairs are deferred, the more vulnerable the network becomes to these extreme

Capital Funding Request			
Title	**Public Works Infrastructure**	Submitted by	PW Highway

weather events.

Finally, the Environmental Protection Agency (EPA) has established stronger requirements for stormwater and permitting under the National Pollution Discharge Elimination System (NPDES) permit. The Town will need to continue to demonstrate its efforts regarding cleaning and improving the water quality of brooks and culvert systems to avoid fines from the EPA.

Future Projects
Roadway Reconstruction/Rehabilitation: Central Avenue from Rt. 128 Bridge to Town of Newton, Webster Street from Dedham Avenue to South Street, Rosemary Street from Hillside Avenue to Tillotson Road

Intersection Improvements: Dedham Avenue at South Street, Kendrick Street and Third Avenue, Nehoiden Street at Rosemary Street/Parish Road, Tower Avenue at Hoover Road/Paul Revere Road, Hunnewell St at Ardmore Rd

Guardrail: Hillside Avenue at Rosemary Street, various locations along Rosemary Street, High Rock Street at Warren Street, South Street at Dedham Avenue, Brookline Street at Mitchell School, Greendale Avenue at the railroad bridge, Perry Drive, Coulton Park, Harris Avenue, Charles River Street, multiple locations along Great Plain Avenue, Pilgrim Road, Cartwright Road, Ivy Road, Marshall Street, West Street, Abbott Street, Carter Street, Pershing Road, Chapel Street lot, Oak Knoll Terrace, Blake Street, Parkland Road, and Brookside Road

Storm Drain Capacity Improvements: Carey Road (Area 2), Lower Hunnewell Street Drainage Improvements, Oak Street (Area 8), Mackintosh Avenue (Areas 3 & 7), Oxbow Road (Area 9), West Street (Area 11), and Fairfield Street and Elmwood Road (Area 5)

Brooks & Culverts: Winding River Road, Locust Lane, Fuller Brook Avenue, Oxbow Road, Webster and Howland Streets, Brookside Road and Forest Street, Chestnut Street and Carriage Lane, Emerson Place, Pennsylvania Avenue, and Elder Road

Capital Request Detail

Project Title	Public Works Infrastructure			Fiscal Year	2026	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$5,480,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$5,480,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Street Resurfacing ($1,775,000)
The Town aims to resurface 17 lane miles (or 120,000 square yards) per year, either through traditional milling and paving, micro surfacing, or rubber chip seal surface treatments, as appropriate. The cost per lane mile for resurfacing in FY25 is $134,000 or more per lane mile. A basic overlay at 1.5 inches with asphalt berm curb and casting adjustments is $110,000 per lane mile. The cost of rubber chip seal, microsurfacing, and combination "cape seal" treatments are approximately $5.50 per square yard, $6.19 per square yard, and $10.43 per square yard, respectively.

Sidewalk Program ($1,055,000)
FY25 contract pricing to reconstruct one mile of asphalt sidewalk with incidental costs is estimated to be $469,500 per mile ($88.92/lf). Contract pricing to install a mile of granite curb with minor drainage improvements and incidental costs is estimated to be $505,190 per mile ($95.68/lf). These costs do not include engineering, design, tree removal and replacement, major drainage improvements, or major public or private property adjustments.

ADA Ramp Upgrades ($450,000)
The Town is mandated by federal law to install new or upgrade existing curb ramps to Americans with Disabilities Act (ADA) standards whenever making a significant "alteration" to the roadway through our Resurfacing Program, such as when paving. On average, a curb ramp upgrade costs $9,000, with some streets having as many as 10-15 ramp locations. These costs include granite curbing, sidewalk rehabilitiation of the adjacent area, and incidentals, such as the relocation of existing drainage features. In a typical year the Resurfacing Program's projects impact approximately 50 curb ramps. This funding will be used to ensure compliance with state and federal disability laws and improve access across the Town's sidewalk network.

Capital Request Detail					
Project Title	Public Works Infrastructure	Fiscal Year	2026	Request Status	Revised

Additional Description and Considerations

Intersection Improvements - Central Avenue at Great Plain Avenue ($2,200,000)
There have been challenges with maintaining an appropriate traffic flow through this intersection since it was constructed in the 1990s, mainly due to property size limitations. There is a historic property on one corner that limits the design. The existing intersection design also does not provide the ideal traffic patterns for multiple modes of transportation. This project would include geometric improvements and a replacement/improvement of the traffic signal system. The new traffic signal system would feature modern technology better able to control the flow of traffic through the intersection, reducing traffic back-ups. The overall layout of the intersection would be improved to increase traffic flow. This intersection redesign would comply with Complete Streets principles.

This request is for the **construction** phase of the project. The funding for the design phase was granted for FY2023.

Category	FY2026	
	D&E	Const.
Street Resurfacing		$1,775,000
Sidewalk Program		$1,055,000
ADA Ramp Upgrades		$450,000
Intersection Improvements - Central Ave at Great Plain Ave		$2,200,000
Total	$0	$5,480,000

Changes from Prior Year Submission
Project costs have increased due to inflation and updated design estimates. The Intersection Improvements project has been pushed back a year due to an extended design phase.

The ADA Ramp Upgrades program was added to account for rising costs to install infrastructure in compliance with federal and state laws. These costs are impacting the budget of the Sidewalk Program and limiting the Town's ability to address the maintenance backlog.

Clarification of Questions
3. Conservation Commission permitting may be required for drainage repairs, brooks and culvert repairs, and roadway reconstruction.
13. A potential increase in electrical costs from traffic signals may require additional budget funds from the Needham Electric, Light, and Gas Program.

Capital Request Detail

Project Title	Public Works Infrastructure			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design	$405,500	Construction	$4,550,750	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$4,956,250

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Street Resurfacing ($1,855,000)
The Town aims to resurface 17 lane miles (or 120,000 square yards) per year, either through traditional milling and paving, micro surfacing, or rubber chip seal surface treatments, as appropriate. The cost per lane mile for resurfacing in FY25 is $134,000 or more per lane mile. A basic overlay at 1.5 inches with asphalt berm curb and casting adjustments is $110,000 per lane mile. The cost of rubber chip seal, microsurfacing, and combination "cape seal" treatments are approximately $5.50 per square yard, $6.19 per square yard, and $10.43 per square yard, respectively.

Sidewalk Program ($1,105,000)
FY25 contract pricing to reconstruct one mile of asphalt sidewalk with incidental costs is estimated to be $469,500 per mile ($88.92/lf). Contract pricing to install a mile of granite curb with minor drainage improvements and incidental costs is estimated to be $505,190 per mile ($95.68/lf). These costs do not include engineering, design, tree removal and replacement, major drainage improvements, or major public or private property adjustments.

ADA Ramp Upgrades ($465,750)
The Town is mandated by federal law to install new or upgrade existing curb ramps to Americans with Disabilities Act (ADA) standards whenever making a significant "alteration" to the roadway through our Resurfacing Program, such as when paving. On average, a curb ramp upgrade costs $9,000, with some streets having as many as 10-15 ramp locations. These costs include granite curbing, sidewalk rehabilitiation of the adjacent area, and incidentals, such as the relocation of existing drainage features. In a typical year the Resurfacing Program's projects impact approximately 50 curb ramps. This funding will be used to ensure compliance with state and federal disability laws and improve access across the Town's sidewalk network.

Capital Request Detail					
Project Title	Public Works Infrastructure	Fiscal Year	2027	Request Status	Revised

Additional Description and Considerations

Intersection Improvements - Central Avenue at Gould Street ($155,500)
The existing intersection is often congested with traffic due to the current configuration, as the intersection is too narrow, and it does not have a traffic signal. This intersection will also be affected by the Muzi Ford Redevelopment Project, strengthening the case for redesign. The design will incorporate the addition of a traffic signal to this location to help alleviate some of these traffic issues, turning lanes to reduce driver confusion and organize traffic flows, and the expansion of the width of the intersection.

This funding request is for the **design** phase of the project. The construction funding will be requested for FY2028.

Intersection Improvements - Kendrick at 4th Avenue ($250,000)
There have historically been many requests for a traffic signal to be installed at this intersection due to the frequent traffic congestion (which backs up beyond the highway bridge during peak commuting times) making left turns difficult, especially from 4th Avenue onto Kendrick Street. This is exacerbated by the lane usage not being as clear to drivers as it should be.

An ongoing warrant study has been commissioned by Boston Children's Hospital to evaluate if installing a traffic signal would help to address these issues. The results of that study would inform the direction of the design of the improvements, which would in any case seek to enable safe turning movements and predictable traffic patterns.

This funding request is for the **design** phase of the project. The construction funding will be requested in a future submission.

Brooks and Culverts - Alder Brook and George Aggott Culvert ($1,125,000)
The George Aggott Culvert system is in poor condition and subjects the surrounding properties to potential surcharge events due to the eccentric layout of the pipe and the age of the culverts. Alder Brook is considered a category 5 impaired water body under NDPES. Category 5 is the worst rating a water body can receive from the EPA. The designed improvements to remove sediment and vegetation from the brook and repair/replace failing walls/culverts will be implemented. The project will be focused on effectively cleaning the brook to remove the phosphorus contaminated sediment and improve the overall water quality. The section of the brook being addressed is from Webster Street at Dedham Avenue to the Charles River.

This request is for the **construction phase** of the project. Funding for the design phase was requested in FY2025.

Category	FY2027	
	D&E	Const.
Street Resurfacing		$1,855,000
Sidewalk Program		$1,105,000
ADA Ramp Upgrades		$465,750
Intersection Improvements - Central Avenue at Gould Street	$155,500	
Intersection Improvements - Kendrick at 4th Avenue	$250,000	
Brooks and Culverts - Alder Brook and		$1,125,000

Capital Request Detail

Project Title	Public Works Infrastructure	Fiscal Year	2027	Request Status	Revised

George Aggott Culvert		$1,120,000
Total	$405,500	$4,550,750

Changes from Prior Year Submission

Project costs have increased due to inflation and updated design estimates. The George Aggott Culvert system, as part of Alder Brook, was added to improve stormwater mitigation.

The ADA Ramp Upgrades program was added to account for rising costs to install infrastructure in compliance with federal and state laws. These costs are impacting the budget of the Sidewalk Program and limiting the Town's ability to address the maintenance backlog.

Clarification of Questions

3. Conservation Commission permitting may be required for drainage repairs, brooks and culvert repairs, and roadway reconstruction.

13. A potential increase in electrical costs from traffic signals may require additional budget funds from the Needham Electric, Light, and Gas Program.

Capital Request Detail

Project Title	Public Works Infrastructure				Fiscal Year	2028	Request Status	Revised
Project Phase	Construction	Planning/Design	$250,000	Construction	$4,389,600	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source		Industry References	**Project Cost**	$4,639,600

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Street Resurfacing ($1,950,000)
The Town aims to resurface 17 lane miles (or 120,000 square yards) per year, either through traditional milling and paving, micro surfacing, or rubber chip seal surface treatments, as appropriate. The cost per lane mile for resurfacing in FY24 is $134,000 or more per lane mile. A basic overlay at 1.5 inches with asphalt berm curb and casting adjustments is $110,000 per lane mile. The cost of rubber chip seal, microsurfacing, and combination "cape seal" treatments are approximately $5.50 per square yard, $6.19 per square yard, and $10.43 per square yard, respectively.

Sidewalk Program ($1,155,000)
FY25 contract pricing to reconstruct one mile of asphalt sidewalk with incidental costs is estimated to be $469,500 per mile ($88.92/lf). Contract pricing to install a mile of granite curb with minor drainage improvements and incidental costs is estimated to be $505,190 per mile ($95.68/lf). These costs do not include engineering, design, tree removal and replacement, major drainage improvements, or major public or private property adjustments.

ADA Ramp Upgrades ($482,100)
The Town is mandated by federal law to install new or upgrade existing curb ramps to Americans with Disabilities Act (ADA) standards whenever making a significant "alteration" to the roadway through our Resurfacing Program, such as when paving. On average, a curb ramp upgrade costs $9,000, with some streets having as many as 10-15 ramp locations. These costs include granite curbing, sidewalk rehabilitiation of the adjacent area, and incidentals, such as the relocation of existing drainage features. In a typical year the Resurfacing Program's projects impact approximately 50 curb ramps. This funding will be used to ensure compliance with state and federal disability laws and improve access across the Town's sidewalk network.

Capital Request Detail					
Project Title	Public Works Infrastructure	Fiscal Year	2028	Request Status	Revised

Additional Description and Considerations

Intersection Improvements - Central Avenue at Gould Street ($802,500)
The existing intersection is often congested with traffic due to the current configuration, as the intersection is too narrow, and it does not have a traffic signal. This intersection will also be affected by the Muzi Ford Redevelopment Project, strengthening the case for improved infrastructure. The designed improvements will be implemented, including the addition of a traffic signal to this location to help alleviate some of these traffic issues, turning lanes to reduce driver confusion and organize traffic flows, and the expansion of the width of the intersection.

This funding request is for the **construction** phase of the project. Funding for the design phase will be requested for FY2027.

Brooks and Culverts ($250,000)
A project identified from the developing Brooks and Streams Master Plan will be designed in FY2028. Probable elements of the design will include the removal of any phosphorus contaminated sediment and excess vegetation from the brook as well as the repair/replacement of failing walls/culverts. These improvements would restore the intended function and stability of the culvert structure and improve the overall water quality.

Category	FY2028	
	D&E	Const.
Street Resurfacing		$1,950,000
Sidewalk Program		$1,155,000
ADA Ramp Upgrades		$482,100
Intersection Improvements - Central Avenue at Gould Street		$802,500
Brooks and Culverts	$250,000	
Total	$250,000	$4,389,600

Changes from Prior Year Submission
Project costs have increased due to inflation.

The ADA Ramp Upgrades program was added to account for rising costs to install infrastructure in compliance with federal and state laws. These costs are impacting the budget of the Sidewalk Program and limiting the Town's ability to address the maintenance backlog.

Clarification of Questions
3. Conservation Commission permitting may be required for drainage repairs, brooks and culvert repairs, and roadway reconstruction.
13. A potential increase in electrical costs from traffic signals may require additional budget funds from the Needham Electric, Light, and Gas Program.

Capital Request Detail

Project Title	Public Works Infrastructure			Fiscal Year	2029	Request Status	Revised
Project Phase	Construction	Planning/Design	$694,000	Construction	$3,749,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$4,443,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Street Resurfacing ($2,040,000)
The Town aims to resurface 17 lane miles (or 120,000 square yards) per year, either through traditional milling and paving, micro surfacing, or rubber chip seal surface treatments, as appropriate. The cost per lane mile for resurfacing in FY24 is $134,000 or more per lane mile. A basic overlay at 1.5 inches with asphalt berm curb and casting adjustments is $110,000 per lane mile. The cost of rubber chip seal, microsurfacing, and combination "cape seal" treatments are approximately $5.50 per square yard, $6.19 per square yard, and $10.43 per square yard, respectively.

Sidewalk Program ($1,210,000)
FY25 contract pricing to reconstruct one mile of asphalt sidewalk with incidental costs is estimated to be $469,500 per mile ($88.92/lf). Contract pricing to install a mile of granite curb with minor drainage improvements and incidental costs is estimated to be $505,190 per mile ($95.68/lf). These costs do not include engineering, design, tree removal and replacement, major drainage improvements, or major public or private property adjustments.

ADA Ramp Upgrades ($499,000)
The Town is mandated by federal law to install new or upgrade existing curb ramps to Americans with Disabilities Act (ADA) standards whenever making a significant "alteration" to the roadway through our Resurfacing Program, such as when paving. On average, a curb ramp upgrade costs $9,000, with some streets having as many as 10-15 ramp locations. These costs include granite curbing, sidewalk rehabilitiation of the adjacent area, and incidentals, such as the relocation of existing drainage features. In a typical year the Resurfacing Program's projects impact approximately 50 curb ramps. This funding will be used to ensure compliance with state and federal disability laws and improve access across the Town's sidewalk network.

Capital Request Detail					
Project Title	Public Works Infrastructure	Fiscal Year	2029	Request Status	Revised
Additional Description and Considerations					

Intersection Improvements - Great Plain Avenue at Greendale Avenue ($444,000)
The existing intersection is too wide open, does not feature ADA-compliant ramps, and is generally not accessible for pedestrians. As a gateway to the Town, it sees a significant amount of traffic coming off the highway, which backs up on Greendale Ave. The traffic signals are very old and utilize outdated detection hardware (buried inductive loops). The design would incorporate pedestrian accessibility improvements, geometric changes, new traffic signals, and modern detection hardware that dynamically adapts to traffic conditions (cameras). This project would likely be impacted by the work on the Rt. 128 sewer interceptor and would have to be sequenced to avoid conflict.

This funding request is for the **design** phase of the project. The construction funding will be requested for FY2030.

Stormwater/Storm Drain Improvements ($250,000)
This request is for funding to implement the highest-priority action items from the new Stormwater Master Plan. These could include the design of discharge storage locations such as retention ponds, underground vaults, or dry wells, flow control infrastructure such as swales, or features intended to increase stormwater infiltration.

Category	FY2029	
	D&E	Const.
Street Resurfacing		$2,040,000
Sidewalk Program		$1,210,000
ADA Ramp Upgrades		$499,000
Intersection Improvements - Great Plain Avenue at Greendale Avenue	$444,000	
Stormwater/Storm Drain Improvements	$250,000	
Total	$694,000	$3,749,000

Changes from Prior Year Submission
Project costs have increased due to inflation and updated design estimates. The Intersection Improvements project has been pushed back a year due to an extended design phase.

The ADA Ramp Upgrades program was added to account for rising costs to install infrastructure in compliance with federal and state laws. These costs are impacting the budget of the Sidewalk Program and limiting the Town's ability to address the maintenance backlog.

Clarification of Questions
3. Conservation Commission permitting may be required for drainage repairs, brooks and culvert repairs, and roadway reconstruction.
13. A potential increase in electrical costs from traffic signals may require additional budget funds from the Needham Electric, Light, and Gas Program.

Capital Request Detail

Project Title	Public Works Infrastructure			Fiscal Year	2030	Request Status	New
Project Phase	Construction	Planning/Design		Construction	$6,767,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$6,767,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Street Resurfacing ($2,040,000)
The Town aims to resurface 17 lane miles (or 120,000 square yards) per year, either through traditional milling and paving, micro surfacing, or rubber chip seal surface treatments, as appropriate. The cost per lane mile for resurfacing in FY24 is $134,000 or more per lane mile. A basic overlay at 1.5 inches with asphalt berm curb and casting adjustments is $110,000 per lane mile. The cost of rubber chip seal, microsurfacing, and combination "cape seal" treatments are approximately $5.50 per square yard, $6.19 per square yard, and $10.43 per square yard, respectively.

Sidewalk Program ($1,210,000)
FY25 contract pricing to reconstruct one mile of asphalt sidewalk with incidental costs is estimated to be $469,500 per mile ($88.92/lf). Contract pricing to install a mile of granite curb with minor drainage improvements and incidental costs is estimated to be $505,190 per mile ($95.68/lf). These costs do not include engineering, design, tree removal and replacement, major drainage improvements, or major public or private property adjustments.

ADA Ramp Upgrades ($517,000)
The Town is mandated by federal law to install new or upgrade existing curb ramps to Americans with Disabilities Act (ADA) standards whenever making a significant "alteration" to the roadway through our Resurfacing Program, such as when paving. On average, a curb ramp upgrade costs $9,000, with some streets having as many as 10-15 ramp locations. These costs include granite curbing, sidewalk rehabilitiation of the adjacent area, and incidentals, such as the relocation of existing drainage features. In a typical year the Resurfacing Program's projects impact approximately 50 curb ramps. This funding will be used to ensure compliance with state and federal disability laws and improve access across the Town's sidewalk network.

Capital Request Detail					
Project Title	Public Works Infrastructure	Fiscal Year	2030	Request Status	New

Additional Description and Considerations

Intersection Improvements - Great Plain Avenue at Greendale Avenue ($3,000,000)
The existing intersection is too wide open, does not feature ADA-compliant ramps, and is generally not accessible for pedestrians. As a gateway to the Town, it sees a significant amount of traffic coming off the highway, which backs up on Greendale Ave. The traffic signals are very old and utilize outdated detection hardware (buried inductive loops). The design would incorporate pedestrian accessibility improvements, geometric changes, new traffic signals, and modern detection hardware that dynamically adapts to traffic conditions (cameras). This project would likely be impacted by the work on the Rt. 128 sewer interceptor and would have to be sequenced to avoid conflict.

This funding request is for the **construction** phase of the project. The design funding will be requested for FY2029.

Category	FY2030	
	D&E	Const.
Street Resurfacing		$2,040,000
Sidewalk Program		$1,210,000
ADA Ramp Upgrades		$517,000
Intersection Improvements - Central Ave at Great Plain Ave		$3,000,000
Total	$0	$6,767,000

Clarification of Questions
3. Conservation Commission permitting may be required for drainage repairs, brooks and culvert repairs, and roadway reconstruction.
13. A potential increase in electrical costs from traffic signals may require additional budget funds from the Needham Electric, Light, and Gas Program.

Capital Funding Request							
Title	**Transportation Safety Committee (TSC)**			Submitted by	PW Engineering		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

This article's purpose is to fund projects that are recommended by the Transportation Safety Committee (TSC), formerly the Traffic Management Advisory Committee (TMAC). The $100,000 annual request will support one or two construction-related TSC projects per year, including traffic-calming street geometry changes, handicap ramps, new pavement markings, and other pedestrian improvements. This funding is also used for installing traffic signage ("Stop", "School Zone", "Children Playing", etc.), speed radar signs, crosswalks, and other interventions in response to resident petitions submitted to the TSC. Construction-related TSC projects are not presently funded through the Department of Public Works operating budget.

The goal of the TSC is to promote and improve the safety of the multimodal public ways in Needham. The committee's charge includes:

- Provide a forum to hear petitions from residents that improve the safety of roads, sidewalks, signals, and marks within the Town's multimodal public ways.
- Serve as a resource for residents about Needham's multimodal transportation programs, plans and procedures and assist in the communication of such information.
- Recommend to the Mobility Planning & Coordination Committee proposals for implementing changes to existing multimodal transportation programs, policies and procedures to ensure safety, effective communication, coordination, and continuation of sound traffic and transportation programs.
- Participate in the semi-annual meetings of the Transportation committees (Mobility Planning & Coordination Committee, Transportation Safety Committee, and Rail Trail Advisory Committee). The purpose of the joint meetings is to align activities, projects, and planning initiatives to facilitate public awareness of current and planned Public Works projects.
- The Committee will assist departmental staff in monitoring the effectiveness of infrastructural changes and share evaluations with Public Works and the Select Board.

This annual funding request of $100,000 is to align with the expanded scope of the new TSC charge and an increased demand for interventions beyond simple sign installations and crosswalk paintings, including the addition of solar Rectangular Rapid Flashing Beacons (RRFBs), curbing realignments, and holistic intersection redesigns to protect pedestrians.

Capital Request Detail

Project Title	Transportation Safety Committee (TSC)			Fiscal Year	2026	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$100,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$100,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for funding construction-related TSC projects and interventions in response to resident petitions, including street geometry changes, handicap ramps, crosswalks, flashing LED pedestrian signs, speed radar signs, “Stop”, “School Zone”, and “Children Playing” signs, and other pedestrian improvements.

Clarification of Questions

3. Depending on the recommendations from TSC there may be permitting requirements from the Conservation Commission, Planning Board, Zoning Board of Appeals, and/or the Building Department.
8. This request is in response to the recommendations by the TSC and Safe Routes to School report.
10. Improvements under this article could include signage, signaling, curbing, or other traffic calming measures that will be permanently installed at the determined locations.
13. If electricity is required for any of these improvements, then the Needham Light, Electric, and Gas Program budget may be increased to fund the electricity costs.

Capital Request Detail

Project Title	Transportation Safety Committee (TSC)			Fiscal Year	2027	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$100,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$100,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for funding construction-related TSC projects and interventions in response to resident petitions, including street geometry changes, handicap ramps, crosswalks, flashing LED pedestrian signs, speed radar signs, “Stop”, “School Zone”, and “Children Playing” signs, and other pedestrian improvements.

Clarification of Questions

3. Depending on the recommendations from TSC there may be permitting requirements from the Conservation Commission, Planning Board, Zoning Board of Appeals, and/or the Building Department.

8. This request is in response to the recommendations by the TSC and Safe Routes to School report.

10. Improvements under this article could include signage, signaling, curbing, or other traffic calming measures that will be permanently installed at the determined locations.

13. If electricity is required for any of these improvements, then the Needham Light, Electric, and Gas Program budget may be increased to fund the electricity costs.

Capital Request Detail

Project Title	Transportation Safety Committee (TSC)			Fiscal Year	2028	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$100,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$100,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for funding construction-related TSC projects and interventions in response to resident petitions, including street geometry changes, handicap ramps, crosswalks, flashing LED pedestrian signs, speed radar signs, “Stop”, “School Zone”, and “Children Playing” signs, and other pedestrian improvements.

Clarification of Questions

3. Depending on the recommendations from TSC there may be permitting requirements from the Conservation Commission, Planning Board, Zoning Board of Appeals, and/or the Building Department.

8. This request is in response to the recommendations by the TSC and Safe Routes to School report.

10. Improvements under this article could include signage, signaling, curbing, or other traffic calming measures that will be permanently installed at the determined locations.

13. If electricity is required for any of these improvements, then the Needham Light, Electric, and Gas Program budget may be increased to fund the electricity costs.

Capital Request Detail

Project Title	Transportation Safety Committee (TSC)			Fiscal Year	2029	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$100,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$100,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for funding construction-related TSC projects and interventions in response to resident petitions, including street geometry changes, handicap ramps, crosswalks, flashing LED pedestrian signs, speed radar signs, “Stop”, “School Zone”, and “Children Playing” signs, and other pedestrian improvements.

Clarification of Questions

3. Depending on the recommendations from TSC there may be permitting requirements from the Conservation Commission, Planning Board, Zoning Board of Appeals, and/or the Building Department.
8. This request is in response to the recommendations by the TSC and Safe Routes to School report.
10. Improvements under this article could include signage, signaling, curbing, or other traffic calming measures that will be permanently installed at the determined locations.
13. If electricity is required for any of these improvements, then the Needham Light, Electric, and Gas Program budget may be increased to fund the electricity costs.

Capital Request Detail

Project Title	Transportation Safety Committee (TSC)			Fiscal Year	2030	Request Status	New
Project Phase	Construction	Planning/Design		Construction	$100,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Transportation Network	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$100,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for funding construction-related TSC projects and interventions in response to resident petitions, including street geometry changes, handicap ramps, crosswalks, flashing LED pedestrian signs, speed radar signs, “Stop”, “School Zone”, and “Children Playing” signs, and other pedestrian improvements.

Clarification of Questions

3. Depending on the recommendations from TSC there may be permitting requirements from the Conservation Commission, Planning Board, Zoning Board of Appeals, and/or the Building Department.

8. This request is in response to the recommendations by the TSC and Safe Routes to School report.

10. Improvements under this article could include signage, signaling, curbing, or other traffic calming measures that will be permanently installed at the determined locations.

13. If electricity is required for any of these improvements, then the Needham Light, Electric, and Gas Program budget may be increased to fund the electricity costs.

Capital Funding Request							
Title	**Athletic Facility Improvements**			Submitted by	PW Parks and Forestry		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

Under the guidance of the Park & Recreation Commission, the Departments of Public Works and Park and Recreation have developed a plan for the Town's fields and ball diamonds that identifies the need for new construction, total reconstruction, partial renovation, irrigation, drainage improvements, and equipment replacement or repair (bleachers, fences/backstops, player benches, etc.).

This article's purpose is to fund the design and construction of the planned improvements to Town athletic fields as well as improvements to some of their adjacent passive recreation areas.

Future Projects

Dwight Field/Charles River Center Passive Recreation Improvements

The Parks and Forestry Division and the Charles River Center are presenting a plan to make substantial improvements to the Town-owned quarter acre passive recreation area behind the Charles River Center on Dwight Road, adjacent to the baseball diamond at Dwight Field. This area is frequently used by participants of Charles River Center programming and residents of their properties, especially during baseball season when the park is attended by families watching their children participate in the baseball programs. This parcel is currently in disrepair and suffers from drainage issues. There are trees on the site that are no longer viable, posing safety concerns, and the ground cover has been eroded by stormwater. The park also does not have good accessibility due to its elevation and individuals trying to access the recreation area from the Charles River Center must travel up several stairs. This future request will be for the Town to work with a designer to address these deficiencies and identify improvements to the field quality and its ease of use.

Capital Request Detail

Project Title	Athletic Facility Improvements			Fiscal Year	2026	Request Status	Revised
Project Phase	Design/Engineering	Planning/Design	$69,960	Construction		FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$69,960

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	Yes
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Eliot School Grounds Renovation - Design ($69,960)

This request is for the **design phase** of the project.

Eliot School fields are showing signs of age due to poorly draining subsurface materials which impact the health of the turf and make the fields more expensive to maintain. It is on a physically limited site which causes the turf to wear and makes it more difficult to maintain a surface that is appropriate for kids to use. The design would include a transition to a synthetic field. It has been a struggle to maintain a consistent ground cover with the natural turf grass. Due to the smaller size of the Eliot field and the high amount of regular student traffic, switching to synthetic material would be a more economical and durable option that will greatly assist in maintaining a consistent field covering.

The playground at Eliot is past its useful life and presents maintenance challenges due to the wood fiber migration. There is also a lack of accessible and sensory playground equipment. To benefit from an economy of scale, the field, courts, and playground at Eliot would be designed and constructed simultaneously under this request. The playground would be redesigned with a poured-in-place protection surface that presents fewer maintenance challenges and can be properly contained in the play area, and accessible and interactive sensory playground pieces would be incorporated.

Capital Request Detail					
Project Title	Athletic Facility Improvements	Fiscal Year	2026	Request Status	Revised

Additional Description and Considerations

Changes from Prior Year Submission

Last year the submission was for both the Broadmeadow and Eliot school and did not include the Eliot playground. The cost has also increased as the scope of the project has become more clear and general costs for engineering services have increased since last year.

The Broadmeadow project has been postponed as the Town completes the Stormwater Master Plan. Decisionmaking for the field is likely to be impacted by this study.

Clarification of Questions

1. Construction costs are being requested in FY26.
3. Planning Board filing may be required.
6. Much of the work except for Turf Fields would be eligible for Community Preservation Funds.
11. These projects would improve the fields' surfaces and add beneficial amenities.
12. The Department of Public Works will be partnering with Park and Recreation.

Capital Request Detail

Project Title	Athletic Facility Improvements			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$1,500,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Hired Consultant		**Project Cost**	$1,500,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	Yes
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Eliot Fields Renovation – ($1,500,000)

This request is for the **construction phase** of the project. Funding for the design will be requested for FY2026.

Eliot School fields are showing signs of age due to poorly draining subsurface materials which impact the health of the turf and make the fields more expensive to maintain. It is on a physically limited site which causes the turf to wear and makes it more difficult to maintain a surface that is appropriate for kids to use. The design would include a transition to a synthetic field. It has been a struggle to maintain a consistent ground cover with the natural turf grass. Due to the smaller size of the Eliot field and the high amount of regular student traffic, switching to synthetic material would be a more economical and durable option that will greatly assist in maintaining a consistent field covering.

The playground at Eliot is past its useful life and presents maintenance challenges due to the wood fiber migration. There is also a lack of accessible and sensory playground equipment. To benefit from an economy of scale, the field, courts, and playground at Eliot would be designed and constructed simultaneously under this request. The playground would be redesigned with a poured-in-place protection surface that presents fewer maintenance challenges and can be properly contained in the play area, and accessible and interactive sensory playground pieces would be incorporated.

Capital Request Detail					
Project Title	Athletic Facility Improvements	Fiscal Year	2027	Request Status	Revised
Additional Description and Considerations					

Changes from Prior Year Submission

The scope has been increased to include the Eliot playground. The cost has also increased as the scope of the project has become more clear and general costs for construction services have increased since last year. As the design phase is under way, cost estimates will become more refined. Last year the submission was the Broadmeadow school field construction. The Broadmeadow project has been postponed as the Town completes the Storm Water Master Plan. The outcome of the field is likely to be impacted by this study. Asa Small had originally been requested for a major rennovation in FY 29, but a more topical approach was able to achieve the same results in the summer of 2024 and only the lighting work remains. The Town's Climate Action Plan and Green Communities designated has crafted carbon emissions goals for town and transitioning away from metal halide to LED will reduce energy uses, costs, and maintenance costs for lighting existing fields.

Clarification of Questions

1. Construction costs are being requested in FY26.
3. Planning Board filing may be required.
6. Much of the work except for Turf Fields would be eligible for Community Preservation Funds.
11. These projects would improve the fields' surfaces and add beneficial amenities.
12. The Department of Public Works will be partnering with Park and Recreation.

Capital Request Detail

Project Title	Athletic Facility Improvements			Fiscal Year	2028	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$649,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$649,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	Yes
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Defazio Lighting Improvements

This request is for the **construction** of this project.

This project will adresss the lighting deficiencies at the DeFazio Athletic Complex. Lights have been requested by Youth Softball and Baseball at the ASA Small ball diamond. This addition of lights has been on the Little Leagues's priority list for several years. In 2024 the irrigation and field work were addressed. The last phase of this renovation would be the addition of lighting.

This request is to fund the addition of field lights to this baseball field and replace the existing energy inefficient metal halide lights on the adjacent synthetic turf fields with energy efficient LED technology.

Changes from Prior Year Submission

Last year the submission was the Broadmeadow school field construction. The Broadmeadow project has been postponed as the Town completes the Storm Water Master Plan. The outcome of the field is likely to be impacted by this study. Asa Small had originally been requested for a major rennovation in FY 29, but a more topical approach was able to achieve the same results in the summer of 2024 and only the lighting work remains. The Town's Climate Action Plan and Green Communities designated has crafted carbon emissions goals for town and transitioning away from metal halide to LED will reduce energy uses, costs, and maintenance costs for lighting existing fields.

Capital Request Detail					
Project Title	Athletic Facility Improvements	Fiscal Year	2028	Request Status	Revised

Additional Description and Considerations

Clarification of Questions

3. Zoning Board of Appeals filing may be required for lighting .
6. The new lighting at ASA small should be eligible for Community Preservation Funds.
10. New lights will be installed at ASA small
11. These projects would improve the availability to user groups in evening hours in the Fall and Spring, are dark skies compliance, and provide more focused light.
12. The Department of Public Works will be partnering with Park and Recreation.

Capital Funding Request							
Title	**Off-Leash Dog Park**			Submitted by	PW Parks and Forestry		
Request Type	Informational Only	Capital Type	Infrastructure	Funding Request	N/A	Funding Year	2027

Description

The Department of Public Works and the Department of Park and Recreation have been tasked with evaluating potential locations for an additional off-leash dog park within the Town. The Town installed and maintains an off-leash dog park off of Pine Street next to the Needham Community Farm. During the public comment period, the Needham Active Recreation Assets Working Group heard the request for additional off-leash dog amentities.

The Department of Public Works is exploring two potential locations for fenced in amentities at Mills Field and the former Hillside School site. Feasibility is presently underway with no concrete costs identified or options fully evaluated and approved at this time.

Capital Funding Request							
Title	**Trail Resurfacing and Improvements**			Submitted by	PW Parks and Forestry		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

One of the things that makes Needham special is its geographic location and natural amenities. The Town is surrounded by the beauty of the Charles River and has access to local water bodies. Despite its proximity to urban centers, it has retained many of its wooded areas. This has provided an opportunity for recreational trails and natural pathways that take advantage of these resources.

In recent years, the Town has embarked on formalizing and improving several trails and pathways, making them more accessible and valuable to the community.

Now that we have these assets and have begun to evaluate their potential for improvement, we need to plan and budget for the future costs associated with them. Trails and pathways require periodic maintenance like other pedestrian infrastructure, but also investments that maximize their value to the Town as a natural resource and as a part of community connectivity. They must be continuously monitored to identify problem areas and ways to enhance the user experience. As the trails and pathways age, the need for more than simple repairs will increase. Given that there are many trails, pathways, and related capital assets in Needham, it has become clear that their maintenance is beyond the scope of the Parks and Forestry Division's operating budget and a capital fund is needed to give the Town the resources to plan and prioritize repairs and improvements.

This article’s purpose is to fund the needed surface maintenance of Town recreational trails and natural pathways, as well as other opportunities to improve these facilities. This article will be used for improvements above and beyond regular maintenance and will focus on a different trail every year.

Capital Request Detail

Project Title	Trail Resurfacing and Improvements			Fiscal Year	2026	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$75,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project will generate revenue in excess of cost		Project Cost Source	Industry References		**Project Cost**	$75,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			Yes
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Bay Colony Rail Trail Path Surface Upgrades

When the 1.7-mile stretch of the Bay Colony Rail Trail from the Charles River Peninsula to High Rock was constructed in 2016, stone dust material was used rather than a hardscape surface. In the years since its original installation, the stone dust surface has loosened, become uneven in places, and is experiencing drainage issues. These conditions make the rail trail less accessible and attractive for all users. Stone dust trails are expected to wear down and need regular maintenance approximately every ten years in order to refresh the surface's performance and aesthetics, maintain accessibility, and repair any naturally degrading areas that may pose safety concerns.

This project includes removing all the loose material from the uneven stone dust pathway surface and installing new fill material to firm up the path and restore its walkability. Drainage issues will be addressed and preventative measures will be taken to reduce deterioration in areas that are known to be prone to puddling and erosion.

Changes from Prior Year Submission

Specific projects and costs have been identified since the prior request.

Clarification of Questions

11. This project will have permanent improvements and maintenance upgrades on the Town's trail.

Capital Request Detail

Project Title	Trail Resurfacing and Improvements			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$80,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$80,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	Yes
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Amity Path

Circling the Needham Reservoir, the Amity Path is a combination pathway of stone dust, concrete panels, and wooden boardwalks. Natural weathering and heavy usage (particularly during the warm seasons) are taking a toll on the trail surfaces, creating tripping hazards and slippery conditions after even light rainfalls. These recurring hazardous conditions suggest that the trail will benefit from a structural resurfacing rather than in-kind material being spread on top of the existing surface.

This project includes removing old and installing new surface materials, compacting, leveling, and grading work. Areas that experience the most severe drainage issues will be addressed, specifically those with wooden borders that are meant to retain the pathway's shape but also cause puddling. Some of the more hardened sections of the trail will also require maintenance and/or replacement, including the concrete panels and wooden boardwalk portions. Woodwork would also be done on the posts and rails on the increasingly popular fishing piers.

Changes from Prior Year Submission

Specific projects and costs have been identified since the prior request.

Clarification of Questions

11. This project will have permanent improvements and maintenance upgrades on the Town's trail.
12. This project may require coordination with the Park and Recreation Department, the Park and Recreation Commission, and the Conservation Commission.

Capital Request Detail

Project Title	Trail Resurfacing and Improvements			Fiscal Year	2028	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$85,000	FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$85,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	Yes
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Carol-Brewster

The Carol-Brewster trail is a stone dust neighborhood pathway which is also suffering from continued natural wear and deterioration from regular use. DPW was previously asked to conduct maintenance and upkeep on this trail with in-house staff and resources, but the loose material surfaces have suffered severe washouts over the years and now require far more substantial rehabilitative work.

This project includes a total rebuild of the stone dust pathway with new materials, compaction, grading, elevations, and site controls to prevent future erosion and drainage issues.

Changes from Prior Year Submission

Specific projects and costs have been identified since the prior request.

Clarification of Questions

6. The reconstruction of this trail may be eligible for CPC funds.
11. This project will have permanent improvements and maintenance upgrades on the Town's trail.
12. This project may require coordination with the Park and Recreation Department, the Park and Recreation Commission, and the Conservation Commission.

Capital Funding Request							
Title	**RTS Property Improvements**			Submitted by	PW Recycling & Solid Waste		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

This article's purpose is to fund improvements to the Recycling and Transfer Station (RTS) facility to increase processing efficiency, comply with regulatory requirements, ensure safety, and enhance the facility's overall functionality.

Future Projects

Concrete Storage Bins

The RTS uses interlocking concrete block storage bins in their materials processing area to keep large amounts of aggregate material separated and organized. This project would consist of purchasing and integrating new storage bins with the existing bins constructed in 2020. The additional bins will allow the RTS to store and process more aggregate material, improve the facility's efficiency of work, and help control material contamination and the cleanliness of the space. These bin spaces are used by Town-contracted vendors throughout the construction season to store project materials and stage equipment off the street. This project can only move ahead after the removal of the Soils from the Stormwater Projects as descibed below.

Replacement Fuel System

The RTS currently has a 3,000-gallon above-ground diesel fuel tank, located adjacent to the bay doors of the Transfer Building. It provides a useful refueling option for the facility, but it also has limitations that cause problems. Inconveniently, the existing tank is situated in a high-traffic area that is frequented by heavy equipment, contractors, and the general public. It is aging, does not have an electric fuel leak detection system, and is noncompliant with fire regulations. This request would be for a larger upgraded above-ground tank, which would provide the RTS with a safer and more reliable option to meet their fuel needs and provide DPW as a whole with a backup fuel station in case the fuel island behind 470 Dedham Ave is down. Included in this request would be the costs for relocating the fuel tank to a safer and more convenient area, also allowing the Town to comply with fire department regulations. If the new location is adjacent to wetlands, then environmental impacts may need to be investigated. This project may be impacted by the RTS service delivery study and Climate Action Roadmap.

Scale Extension

The RTS has a scale which weighs materials being shipped out of or dropped off at the facility. The current scale's 40-foot size is not large enough to accurately measure the weights of the Town's 100-yard open top trailers and larger contractor vehicles. The Town currently uses approximate values in these cases. This project would involve the purchase and installation of two 18' x 10' panels to extend the scale. With its larger capacity, the scale would be able to more accurately determine the weights of all materials entering or leaving the facility.

Soil Removal from Stormwater Projects

The stormwater improvement projects completed at the RTS in 2021 required significant excavation that resulted in very large clay and soil borrow piles being temporarily stored in the materials processing area of the facility. These piles take up a lot of space and restrict the operations of the materials area, which is not intended for long-term storage of borrow. DPW is currently working with engineering consultants to test the piles to determine if some of the material could be reused for Town projects, but it seems unlikely that they will be suitable for this purpose. This request is a future form in case it is determined that the Town will have to pay for the piles to be removed by a contractor.

Capital Request Detail

Project Title	RTS Property Improvements			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$474,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$474,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Loading Pit Repair – Construction ($189,000)
This request is for the **construction phase** of the project. Funding for the design phase was granted for FY2024.

The loading pit located in the transfer building is in a state of disrepair and needs to be replaced. The frequent use and traffic have worn down and damaged the lip of the pit and the pit floor, creating a tripping hazard. A temporary replacement of the lip was performed in 2022 so that operations could continue, but the existing conditions continue to pose safety concerns. There are questions about whether the current design of the loading pit makes sense from an operational perspective.

Depending on the development of the design phase, this project would include the demolition and replacement of the existing steel cantilever structure and curb, painting of structural steel, repair of the adjacent concrete floor slab, and associated repairs to the surrounding Transfer Building structure. The project is currently funded for design; Engineering will work with Weston & Sampson on the design in FY25. The construction phase may be accelerated if conditions worsen at the loading pit edge.

Building Roof Repairs ($285,000)
The Transfer Building was constructed in the early 1990's and the original roof is at the end of its expected lifespan. It has several leaks from years of wear and weather that compromise the building's structural integrity. This project would involve patching the failing parts of the roof and restoring its ability to provide a watertight barrier.

Changes from Prior Year Submission

Capital Request Detail					
Project Title	RTS Property Improvements	Fiscal Year	2027	Request Status	Revised

Additional Description and Considerations

Clarification of Questions

3. These projects may be subject to Planning and Building Department permitting requirements.
9. This project would extend the use of this building by repairing worsening structural deficiencies.

Capital Request Detail

Project Title	RTS Property Improvements			Fiscal Year	2028	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$99,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$99,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Facility Roadway Section Repairs ($99,000)

A section of the roadway from the RTS facility's double swing gate entranceway to the organics drop-off area is in poor condition. Extensive cracking has developed and parts of the surface have failed, especially on the shoulders. The cracks are numerous and the damage severe enough that this part of the facility's roadway can no longer be treated through the annual crack sealing maintenance program. A full asphalt surface repaving is needed to restore the roadway to its intended level of service.

Changes from Prior Year Submission

The project has been pushed back a year to await direction from the RTS Service Delivery Study and to allow for completion of the design. Costs have increased due to inflation.

Clarification of Questions

3. These projects may be subject to Planning and Building Department permitting requirements.
9. This project would extend the use of this building by repairing worsening structural deficiencies.

Capital Request Detail

Project Title	RTS Property Improvements			Fiscal Year	2029	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$766,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$766,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Building Siding Repairs ($766,000)

The transfer station building was constructed in the early 1990's and the original exterior siding is at the end of its expected lifespan. It has several damaged and missing areas from years of wear and tear that compromise the building's structural integrity. This project would involve replacing the damaged siding and restoring its ability to provide a weatherproof barrier.

Changes from Prior Year Submission

The project has been pushed back a year to await direction from the RTS Service Delivery Study and to allow for completion of the design. Costs have increased due to inflation.

Clarification of Questions

3. These projects may be subject to Planning and Building Department permitting requirements.
9. This project would extend the use of this building by repairing worsening structural deficiencies.

Capital Request Detail

Project Title	RTS Property Improvements			Fiscal Year	2030	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		No Estimate Has Been Determined		**Project Cost**	$0

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Drop-Off Wall Surface Repair

There are 3 drop-off platforms at the RTS providing the public convenient access to the trash, cardboard, commingled, and mixed paper 40-yard containers. However, the platforms are currently in poor condition, having recently been shimmed with asphalt as a stopgap repair where the platforms meet the curbing to address significant tripping hazards posed by the failing walking surface. Aside from that, these platforms originally constructed in the early 1990's have not undergone any significant maintenance since 2015. The drop-off platforms are heavily utilized year-round, and they have suffered damage from their constant exposure to the elements and the anti-ice treatments applied to their asphalt surfaces in winter. Each platform requires a complete rebuild with a more durable concrete surface rather than piecemeal fixes every few years. This project would include the removal of the granite curbing and safety railings, the removal of the existing asphalt, the reinstallation of the existing granite curbing, the pouring of a new concrete surface at each platform, and the reinstallation of the safety fencing.

Changes from Prior Year Submission

The project has been pushed back a year to await direction from the RTS Service Delivery Study and to allow for completion of the design.

Clarification of Questions

3. These projects may be subject to Planning and Building Department permitting requirements.
9. This project would extend the use of this building by repairing worsening structural deficiencies.

Capital Funding Request							
Title	**Cooks Bridge Sewer Pump Station Replacement**			Submitted by	Sewer Enterprise		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The existing steel canister-style pump station at Milo's- Cooks Bridge is beyond its designed life cycle and requires constant maintenance. Pump and mechanical failures are leading to emergency shutoffs more frequently, and replacement parts are no longer made in the existing sizes and shapes. This requires extensive modifications to the pump station when piping, check-valves etc. need replacement. This subsequently requires greater amounts of personnel time and funding for necessary repairs in order to keep the pump station running. The capacity of the pumps and the sewer force main needs to be re-evaluated to determine current flow and system capacity upgrades to handle the current volume of sewage flowing to this location. The controls for the existing pump station are also inconveniently located inside the canister, requiring staff to enter into the canister to inspect, operate, and repair them.

This article is to fund the design and construction of a new sewer pump station and force main that will be more efficient to operate and require less maintenance. A feasibility study was completed in 2024 to evaluate if gravity sewer may be designed and eliminate the existing pump station. It was determined that an upgrade to the pump station with a new force main was the only feasible option.

Capital Request Detail

Project Title	Cooks Bridge Sewer Pump Station Replacement			Fiscal Year	2026	Request Status	Existing
Project Phase	Design/Engineering	Planning/Design	$195,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Wastewater Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source		Industry References	**Project Cost**	$195,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the **design phase** of this project. The results of the feasibility study will inform proposed location and upgrades necessary for the pump station.

Clarification of Questions

3. Conservation Commission permitting may be required for site work.
10. This pump station would be permanently installed at the location

Capital Request Detail

Project Title	Cooks Bridge Sewer Pump Station Replacement			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$3,859,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Wastewater Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Industry References		**Project Cost**	$3,859,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the **construction phase** of this project. The results of the feasibility study will inform proposed location and upgrades necessary for the pump station.

Clarification of Questions

3. Conservation Commission permitting may be required for site work.
10. This pump station would be permanently installed at the location

Capital Funding Request							
Title	**Sewer Main Replacement**			Submitted by	Sewer Enterprise		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

This article's purpose is to support the remaining construction phases of a project to address deficiencies with the Greendale Avenue/Route 128 sewer interceptor from Cheney Street to Great Plain Avenue. An interceptor sewer is a trunk sewer that collects and conveys wastewater from numerous surrounding sewer lines. It plays a critical role in the operation of the sewer system.

The existing interceptor sewer line is deteriorating and in need of rehabilitation/replacement in order to remain functional. This project would consist of replacing or relining the 12,000 feet (2.25 miles) of 18-inch reinforced concrete gravity sewer main running through Town property along Greendale Avenue near Cheney Street towards Route 128, along the Route 128 right of way, and on to Great Plain Avenue. The Town plans to replace the sewer main under Route 128 at Great Plain Avenue using horizontal directional drilling in order to avoid major disruptions to the roadway traffic.

The first construction phase of this project, funded from federal sources through the American Rescue Plan Act (ARPA), began in FY2024. It involves bypassing the interceptor and pumping in a polymer cured-in-place lining to address infiltration problems. The limits of work for the first construction phase are from Kendrick Street to Kenney Street just north of the MBTA tracks (7,300 linear feet).

Due to the investment required to complete the remaining construction phases of this project, the Town intends to apply for several sources of outside funding, including from state agencies such as the Massachusetts Water Resources Authority (MWRA) and MassDEP (State Revolving Fund loan program). These sources would subsidize the requested local funding and reduce the Town’s contribution.

Capital Request Detail

Project Title	Sewer Main Replacement			Fiscal Year	2028	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$14,000,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Wastewater Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Hired Consultant		**Project Cost**	$14,000,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This project involves replacing the sewer main under Route 128 at Great Plain Avenue using horizontal directional drilling in order to avoid major disruptions to the roadway traffic.

Interceptor Phase 3

This request is to fund the **third construction phase** of this project. The funding for the design phase was granted in FY2023 and the first construction phase was funded through allocations from the American Recovery Plan Act (ARPA). Funding for the second construction phase was requested for FY2025. The Town is actively working on identifying and applying for funding from other grants and external funding sources from state agencies such as the MWRA and MassDEP (SRF loan program).

The third phase involves the replacement of a section of the sewer interceptor outside of the limits of the I-95 shoulder sewer (5,400 linear feet). Relocating this portion of the interceptor away from the highway will also improve its accessibility when repairs and maintenance are required. The existing interceptor is struggling to handle the sewer flow, so it is necessary to replace the shoulder sewer with larger piping to increase its capacity.

This phase is a future phase. Timing of the funding request and project will be determined after the second construction phase is underway.

Capital Request Detail					
Project Title	Sewer Main Replacement	Fiscal Year	2028	Request Status	Existing

Additional Description and Considerations

Clarification of Questions

1. Previous phases of this project have been funded through appropriations from Town Meeting and ARPA funds. There are future phases after this that will require additional funding and alternate funding sources will continue to be pursued.

3. Massachusetts Department of Transportation (MassDOT) permitting may be required for repair work.

10. The sewer mains will be permanently installed in their locations.

Capital Request Detail

Project Title	Sewer Main Replacement				Fiscal Year	2029	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$6,000,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Wastewater Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		Hired Consultant		**Project Cost**	$6,000,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This project involves replacing the sewer main under Route 128 at Great Plain Avenue using horizontal directional drilling in order to avoid major disruptions to the roadway traffic.

Interceptor Phase 4

This request is to fund the **fourth construction phase** of this project. The funding for the design phase was granted in FY2023 and the first construction phase was funded through allocations from the American Recovery Plan Act (ARPA). Funding for the second construction phase is being requested for FY2025 and funding for the third construction phase is being requested for FY2026. The Town is actively working on identifying and applying for funding from other grants and external funding sources from state agencies such as the MWRA and MassDEP (SRF loan program).

The fourth and final phase involves additional line replacement for the remaining portion of the interceptor. The existing interceptor is struggling to handle the sewer flow, so it is necessary to replace this segment with larger piping to increase its capacity. The limits of work for the fourth construction phase are from Kendrick Street back to I-95 (2,000 linear feet).

This phase is a future phase. Timing of the funding request and project will be determined after the second construction phase is underway.

Capital Request Detail					
Project Title	Sewer Main Replacement	Fiscal Year	2029	Request Status	Existing

Additional Description and Considerations

Clarification of Questions

1. Previous phases of this project have been funded through appropriations from Town Meeting and ARPA funds. There are future phases after this that will require additional funding and alternate funding sources will continue to be pursued.
3. Massachusetts Department of Transportation (MassDOT) permitting may be required for repair work.
10. The sewer mains will be permanently installed in their locations.

Capital Funding Request							
Title	**Sewer System Infiltration/Inflow**			Submitted by	Sewer Enterprise		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The Town of Needham is under Administrative Orders from the Department of Environmental Protection (DEP) to identify and remove Infiltration and Inflow (I/I) in its existing sewer systems. Failure to address I/I will result in increases to the percentage of sewer costs from the MWRA borne by the Town as well as additional administrative requirements. Deer Island co-permitting will also result in increased responsibilities and costs associated with I/I. If the Town manages to reduce I/I in comparison to participating communities, its percentage of costs will remain level or decrease.

The Town completed a study in 2016 that identified target areas for Inflow and Infiltration (I/I) removal over the next ten years. DPW has been undertaking I/I projects using funds appropriated at Town Meeting, supplemented by funding from private developments and grant funding secured from the MWRA, and all projects identified in the 2016 study have been completed. DPW is currently working with Wright-Pierce to formulate a new plan and cost-estimate for the continuation of our I/I removal program. Most of the funding for the implementation of this work will be sourced from private entities and developments.

This article's purpose is to fund an investigation/report to guide the continued development and implementation of the Town's inflow/infiltration (I/I) removal program, utilizing information gained from the installation of a system to monitor flow-data (for which funds were appropriated for FY2024) to further identify target areas for I/I removal projects moving forward.

Capital Request Detail

Project Title	Sewer System Infiltration/Inflow			Fiscal Year	2026	Request Status	Revised
Project Phase	Design/Engineering	Planning/Design	$1,000,000	Construction		FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Wastewater Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Hired Consultant		**Project Cost**	$1,000,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			Yes
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's		Not Applicable

Project Description and Considerations

I/I Assessment and Program Development

The Town of Needham is under Administrative Orders from the DEP to identify and remove Infiltration and Inflow (I/I) in its existing sewer systems. To do so, the Department of Public Works requires the services of an engineering consultant to collect and analyze existing data and I/I mitigation efforts, perform location testing, monitor flows, map and prioritize sections of the wastewater network, and assist with securing supplementary funding from the MWRA. After these existing conditions have been established, a mitigation plan can be developed to minimize I/I throughout the Town's sewer systems. The plan would be developed by prioritizing subareas, selecting lengths of pipe for inspection and identifying investigation components (e.g. TV, manhole inspection, flow isolation, sump pump detection), establishing an ongoing maintenance program and sump pump identification and removal program, performing GIS updates, and drafting a final I/I mitigation and funding plan.

I/I Program Implementation

The Town of Needham is under Administrative Orders from the DEP to identify and remove Infiltration and Inflow (I/I) in its existing sewer systems. After analyzing existing conditions and developing a mitigation/capital improvement plan to minimize I/I, an engineering consultant will be needed to begin the implementation of the operational I/I monitoring and removal programs, as well as prepare for and measure the efficacy of the larger mitigation projects. Elements of this implementation would include coordinating efforts based on capacity issues/ongoing meter data analysis, recommending locations and identifying costs for sewer rehabilitations, evaluating the effectiveness of previous rehabilitations, GIS updates, CCTV video inspections and reviews, and other field investigations (smoke testing, manhole inspections, flow isolation). This initial implementation work would culminate in a drafted Year 1 report summarizing these efforts and results from the ongoing I/I mitigation programs.

This request is to fund the existing I/I conditions assessment, and the development and initial implementation of the DPW's mitigation program.

Capital Request Detail					
Project Title	Sewer System Infiltration/Inflow	Fiscal Year	2026	Request Status	Revised

Additional Description and Considerations

Clarification of Questions

1. This request does not include the costs to design and construct capital improvement projects intended to mitigate I/I. These costs would be subsidized through outside funding.
7. This request is in response to Administrative Orders from the Department of Environmental Protection (DEP).

Capital Funding Request							
Title	**DPW Specialty Equipment - Water Division**			Submitted by	Water Enterprise		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	See Attached	Funding Year	See Attached

Description

This request is for large equipment for the Water Division that fits the definition of capital but is not included in the fleet request because the equipment is not a registered vehicle.

In FY2027, the DPW is requesting funding for a Wacker Roller for the Water Division.

This request will require additional, ongoing operating costs in the form of insurance.

Capital Request Detail

Project Title	DPW Specialty Equipment			Fiscal Year	2027	Request Status	Existing
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Public Works	Site Preparation		Equipment	$35,500	Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$35,500

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's		No

Project Description and Considerations

Water Division

Wacker Roller ($35,500)

The Water Division is requesting funding to purchase a smaller roller used for patchwork following installation or repair work. This piece of equipment would be capable of supporting a lot of the Division's work without having to request assistance or resources from outside of the Division.

Capital Funding Request							
Title	**Charles River Water Treatment Plant HVAC Upgrades**			Submitted by	Water Enterprise		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

The Charles River Water Treatment Plant is over 20 years old. The heating, ventilation, and air conditioning (HVAC) controls are at the end of their useful life. Some of the controls are no longer supported by the manufacturer, making repairs and maintenance difficult. Like the HVAC controls, the boilers are also approaching the end of their useful lives. Many of the parts needed to maintain the boilers are no longer manufactured. Adding to this problem, the setup of the boiler room makes it difficult to reach some of the equipment that is most in need of repair. Finally and most significantly, the facility needs a dehumidification system, as the high levels of humidity in the warmer months can create unsafe working conditions for the staff and a potential for mold growth.

This article will be used to implement the designed options for a dehumidification system and additional electrification of the HVAC systems. The Water Treatment Plant is the second highest user of energy in Town an so any upgrades will include increased energy efficiency modifications.

Upgrades over time will include:

- Updated HVAC equipment, controls, and boilers
- Installation of a dehumidification system
- Energy efficiency upgrades to lighting and/or HVAC systems

Capital Request Detail

Project Title	Charles River Water Treatment Plant HVAC Upgrades			Fiscal Year	2026	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$405,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Water Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$405,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This phase of the project will be to upgrade the dehumidification systems at the Water Treatment Plant. Future phases will be requested next year to complete these upgrades.

This request is for the **construction phase** of the project. Funding for the design phase of this project was granted for FY2024.

Clarification of Questions
3. Building permits may be required.
9. These upgrades will extend the useful life of the building by greatly improving its HVAC system and making it easier to maintain.
10. Any proposed equipment will be permanently installed at the Charles River Water Treatment Plant.

Capital Funding Request							
Title	**Forestry Management Plan**			Submitted by	Water Enterprise		
Request Type	Informational Only	Capital Type	Land	Funding Request	Future	Funding Year	Outside the Plan Years

Description

This future request is for the development of the forested land surrounding the Water Treatment Plant into the Charles River Watershed Restoration Area. This development would include the addition of interpretive walking trails educating the public about watershed management, the removal of dead or unhealthy trees as part of a larger forestland retention and protection plan, and a formalized invasive species water management plan. These plans would be built out and maintained through regular surveys, working group meetings, soil boring tests, and the consideration of any needed permits and conservation.

The scope of work required to execute this project would require an engineering design study and a construction phase. Extensive testing would be conducted, including pre and post soil sampling, water quality testing, and stormwater evaluation. Various stake holders would need to be involved – the Select Board, Town Manager, Planning Board, Conservation Commission, Police and Fire Departments, members of the Charles River Watershed Association, and any abutting neighbors.

DPW brought in consultants for meetings at the Water Treatment Plant in 2019 to outline these plans, but they are still preliminary and subject to change.

It is possible the Town could apply for a Landscape Scale Restoration grant that meets the Mass Forester five year plan to help fund this project.

Capital Funding Request							
Title	**Gate Replacement Program**			Submitted by	Water Enterprise		
Request Type	Informational Only	Capital Type	Infrastructure	Funding Request	Future	Funding Year	Outside the Plan Years

Description

The Department of Public Works is developing a prioritization list of water gates across Town which need replacement due to age, end of useful life, and/or other reasons which have rendered them inoperable. Prioritization is being given first to gates on larger diameter lines. Water gates control the system, assist with the unidirectional flow flushing program, and allow us to isolate different areas in the event of breakages, new installations, or other repair work. Inoperable gates can hinder timely emergency repair work, or slow otherwise routine maintenance operations, sometimes creating unplanned and excessive costs. When water gate valves are malfunctioning, it results in delays in an inefficient water shutdown and additional unaccounted for water loss.

This is a future request that will include funding for a consultant to assist DPW in identifying, prioritizing, and designing water gate valve replacements throughout Town. It will also include funding for a contractor to replace the gate valves.

Capital Funding Request							
Title	**PFAS Mitigation**			Submitted by	Water Enterprise		
Request Type	Informational Only	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

PFAS (per- and polyfluoroalkyl substances) are a group of man-made chemicals manufactured and used in a variety of consumer products worldwide since the 1950s. Two of these PFAS chemicals, perfluorooctanoic acid (PFOA) and perfluorooctane sulfonic acid (PFOS) have been extensively produced and studied for harmful effects. PFOA and PFOS have been used to make carpets, fabrics for furniture, paper packaging for food, and other materials that are resistant to water, grease, and stains. They are also used in aqueous fire-fighting foams and in a number of industrial products. These chemicals can contaminate water supplies, increasing people's exposure to them.

In October 2020, the Massachusetts Department of Environmental Protection (MassDEP) finalized an MCL of 20 parts per trillion (ppt) for the sum of six PFAS compounds. The MCL is an enforceable standard, set at a level such that water with contamination levels below that standard is safe to drink for an entire lifetime. The DPW Water Division constantly monitors the Town's drinking water for contaminants and to date has successfully kept the Town's drinking water below that standard.

In April 2024, the EPA issued the National Primary Drinking Water Regulation (NPDWR) which limits even more stringently the presense of PFAS compounds in drinking water to under 4 ppt. Given the extremely small concentration and testing margin of error, the Town's water supply is presently right on the line of 4 ppt and will be doing additional monthly testing over the next few years to determine if the Town will be subject to this new regulation. If the Town is forced to comply, it will require the installation of filtering technologies that are currently being implemented in neighboring communities with much higher levels of PFAS contamination. There will be on-going maintenance and disposal costs associated with this project. It is the hope that the levels in the Town's drinking water can be kept under regulatory levels without installing additional systems until technologies are developed that help destroy this "forever chemical."

With additional testing, the Town will have more information on how to proceed in the upcoming months and year. This article's purpose is to help prepare for a case in which updated guidance sets lower allowable PFAS levels than what has been observed from testing, and mitigation is required. If mitigation is required, the article will be requested over three years, following the below schedule.

<u>Year 1: Bench Scale Study/Pilot</u>

This request is for a bench scale pilot study to determine the best method for mitigating PFAS in Needham's drinking water on a small scale in a laboratory before a full design is developed. This would include chemical treatment practices and physical filtration, with jar testing performed to estimate the minimum dose required to achieve our water quality goals (PFAS levels near zero). The most likely method would involve granular-activated carbon (GAC) being inserted into filters or a membrane-type system. This study would assist in selecting the most appropriate design options to pursue.

<u>Year 2: PFAS Mitigation – Design</u>

After analyzing the efficacy of different methods/dosages for mitigating PFAS in Needham's drinking water through the bench scale study, a design plan would be developed to implement the most effective option. This would likely include the use of granular-activated carbon (GAC) as filter media at the Water Treatment Plant. The design would address how to best integrate the chosen treatment method into the Town's existing water treatment process and infrastructure, as well as any additional equipment or components that may be required.

This request is for the **design phase** of the project.

Capital Funding Request			
Title	**PFAS Mitigation**	Submitted by	Water Enterprise

Year 3: PFAS Mitigation – Construction

The design plan developed to effectively mitigate PFAS in Needham's drinking water would be implemented. This would likely include the use of granular-activated carbon (GAC) as filter media at the Water Treatment Plant. Depending on the specifics of the design, this could involve the integration of the chosen treatment method into the Town's existing water treatment process and infrastructure, as well as the acquisition or construction of any additional equipment or components that may be required.

This request is for the **construction phase** of the project.

Capital Funding Request							
Title	**Water Distribution System Improvements**			Submitted by	Water Enterprise		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

Portions of the Town's water infrastructure are over 75 years old and are approaching the end of their useful life cycles. In order to ensure a continual and safe supply of water to the public, the Department of Public Works administers an ongoing rehabilitation program that includes the maintenance, repair, and replacement of aging pipes. The process of determining which pipe replacements must be prioritized is based on the relative conditions of the pipes, their water break history, and the adequacy of their water flow to fire hydrants.

This article's purpose is to fund the design and construction of the water pipe replacements that have been identified as priorities according to these factors.

Future Projects

Future projects will be informed by an update to the Water Distribution System Master Plan, which has been inserted into the capital plan for FY2026.

Capital Request Detail

Project Title	Water Distribution System Improvements			Fiscal Year	2026	Request Status	Existing
Project Phase	Design/Engineering	Planning/Design	$299,500	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Water Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$299,500

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Mills Road from Sachem Road to Davenport Road and Mayo Avenue from Harris Avenue to Great Plain Avenue ($49,500)

This water main, constructed in 1896, is coming to the end of its useful life and has a frequent breakage history that warrants its replacement to prevent future service disruptions and damage. Approximately 500 linear feet of replacement 8-inch water main pipe will be designed, along with the temporary bypass system, associated gate valves, hydrants, and appurtenances.

This request is for funding the **design phase** of the water main replacement. Funding for the construction phase of the project will be requested for FY2027.

Water Distribution System Master Plan ($250,000)

This request is to fund a master plan to study and prioritize potential water distribution system improvements. The study would analyze the age, condition, and materials of every component of the water distribution system, including but not limited to piping, valves, hydrants, and water storage such as tanks. Recommendations from the study would include the identification of locations for replacements and upgrades, potential areas for interconnections with other municipalities, and an informed prioritization of these projects.

The existing master plan in use since 2005 is outdated, not comprehensive, and does not reflect our current needs and priorities. Additionally, the existing plan does not account for new federal and state regulations. The Town is now obligated by America's Water Infrastructure Act of 2018 (Section 2013) to develop and maintain Risk and Resilience Assessments (RRAs) to safeguard public water infrastructure from natural or man-made hazards such as floods, hurricanes, or contamination events. There are also updated state standards set by MA Drinking

Capital Request Detail					
Project Title	Water Distribution System Improvements	Fiscal Year	2026	Request Status	Existing

Additional Description and Considerations

Water Regulations 310 CMR 22.04 that are not considered by the current master plan. Finally, the Town has focused in recent years on sustainable infrastructure, exploring opportunities to conserve water and improve drought resilience. All of these factors would be integrated into the new master plan that is being requested.

Changes from Prior Year Submission

The request for the Mills Road project has been pushed from FY2025 to FY2026. The increase in project cost is due to inflation. The master plan has been pulled forward from a future form to better guide the department in their strategic planning.

Clarification of Questions

3. Conservation Commission permitting may be required for site work.
10. The water main would be permanently installed.

Capital Request Detail

Project Title	Water Distribution System Improvements			Fiscal Year	2027	Request Status	Existing
Project Phase	Construction	Planning/Design	$122,000	Construction	$470,500	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Water Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$592,500

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

Mills Road from Sachem Road to Davenport Road and Mayo Avenue from Harris Avenue to Great Plain Avenue ($470,500)

This water main, constructed in 1896, is coming to the end of its useful life and has a frequent breakage history that warrants its replacement to prevent future service disruptions and damage. Approximately 500 linear feet of 8-inch water main pipe will be replaced, along with the temporary bypass system, associated gate valves, hydrants, and appurtenances.

This request is for the **construction phase** of the project. Funding for the design phase of the project is being requested for FY2026.

Kingsbury Street from Oakland Avenue to Webster Street ($122,000)

This water main, with portions constructed in 1892 and 1965, is coming to the end of its useful life and has a frequent breakage history. A replacement is warranted in order to prevent future service disruptions and damage. Approximately 1,500 linear feet of replacement 8-inch water main pipe will be designed, along with the temporary bypass system, associated gate valves, hydrants, and appurtenances.

This request is for the **design** phase of the project. Funding for the construction phase will be requested for FY2028.

Capital Request Detail					
Project Title	Water Distribution System Improvements	Fiscal Year	2027	Request Status	Existing

Additional Description and Considerations

Changes from Prior Year Submission

The above projects have been pushed back a year. The increase in cost is due to inflation.

Clarification of Questions

3. Conservation Commission permitting may be required for site work.

10. The water main would be permanently installed.

Capital Request Detail

Project Title	Water Distribution System Improvements			Fiscal Year	2028	Request Status	Existing
Project Phase	Construction	Planning/Design	$380,000	Construction	$555,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Water Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$935,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Kingsbury Street from Oakland Avenue to Webster Street ($555,000)

This water main, with portions constructed in 1892 and 1965, is coming to the end of its useful life and has a frequent breakage history. A replacement is warranted in order to prevent future service disruptions and damage 1,500 linear feet of 8-inch pipe will be removed and replaced.

This is for the **construction phase** of the project. Funding for the design phase was requested in FY2027.

Oakland Avenue from May Street to Highland Avenue ($380,000)

This water main constructed in 1893 is coming to the end of its useful life and has a frequent breakage history that warrants its replacement to prevent future service disruptions and damage. 1,100 linear feet of replacement 8-inch pipe will be designed.

This is for the **design phase** of the project. Funding for the construction phase will be requested for FY2029.

Changes from Prior Year Submission
The above projects have been pushed back a year. The increase in cost is due to inflation.

Capital Request Detail					
Project Title	Water Distribution System Improvements	Fiscal Year	2028	Request Status	Existing

Additional Description and Considerations

Clarification of Questions

3. Conservation Commission permitting may be required for site work.

10. The water main would be permanently installed.

Capital Request Detail

Project Title	Water Distribution System Improvements			Fiscal Year	2029	Request Status	Existing
Project Phase	Construction	Planning/Design		Construction	$500,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Water Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		In-House Estimate		**Project Cost**	$500,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Oakland Avenue from May Street to Highland Avenue

This water main constructed in 1893 is coming to the end of its useful life and has a frequent breakage history that warrants its replacement to prevent future service disruptions and damage. 1,100 linear feet of 8-inch pipe will be removed and replaced.

This is for the **construction phase** of the project. Funding for the design phase was requested in FY2028.

Changes from Prior Year Submission
The above projects have been pushed back a year. The increase in cost is due to inflation.

Clarification of Questions
3. Conservation Commission permitting may be required for site work.
10. The water main would be permanently installed.

Capital Funding Request							
Title	**Water Service Connections**			Submitted by	Water Enterprise		
Request Type	Annual Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

New Environmental Protection Agency (EPA) regulations called the “Lead and Copper Rule Revisions” went into effect last year regarding the removal of lead or any lead-lined water services and replacement with new copper water service pipe. This request is for funding to develop a plan to document and identify all known and unknown water service pipe materials and their locations, confirm the unknown services through test pit excavation, and remove old lead or plastic service connections wherever they exist, replacing them with new copper service piping. Services identified for replacement could range from supply mains into residential homes just prior to the water meters. This is a continuation and enhacement of the existing water service connection program that the Department of Public Works has been undertaking since 2007.

Capital Request Detail

Project Title	Water Service Connections			Fiscal Year	2026	Request Status	New
Project Phase	Construction	Planning/Design		Construction	$500,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Water Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$500,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			Yes
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for funding to develop a plan to document and identify all known and unknown water service pipe materials and their locations, confirm the unknown services through test pit excavation, and remove old lead or plastic service connections wherever they exist, replacing them with new copper service piping. Services identified for replacement could range from supply mains into residential homes just prior to the water meters.

Funding in future years is dependant on the results of testing and the volume of work required to bring the system into compliance.

Clarification of Questions

7. This is in response to new EPA regulations which went into effect last year.

Capital Funding Request							
Title	**Water Supply Development**			Submitted by	Water Enterprise		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	See Attached

Description

The Town of Needham is authorized to withdraw up to an average of 2.63 million gallons of water per day. The Charles River Well Field currently has three wells operating when at full capacity. However, when one or more of the wells is taken offline, either due to routine maintenance or a failure, the Town uses MWRA water to compensate for the reduced production and to meet its daily demands. It is important that each existing well be maintained properly and replaced when they reach the end of their useful life. Approximately every three years, the Town schedules and implements the well redevelopment process to make the well systems pump more efficiently. Due to demand, the Town operational procedures aim to maintain three active wells at all times, therefore the addition of a fourth well would allow the Water Division to operate within that goal.

In the past, this capital funding request has been used for well replacement projects, but this year the Water Division is seeking a long-term strategy for maintaining capacity. A redundant well has been proposed so that the Town can continue to maximize the water taken out from the wellfield during repair or downtime periods, allowing for more independence from MWRA sources.

The funding for all necessary site permitting and testing, as well as the design of a new fourth well was granted for FY2024. This request is to fund the designed installation of the redundant well.

Capital Request Detail

Project Title	Water Supply Development			Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$3,050,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Water Resources	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$3,050,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			No
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

Redundant Well (Well #4)

A fourth well at the Charles River Well Field will allow the Town to be able to maximize the water supplied from the wellfield during periods of routine or unforeseen maintenance on the existing wells and equipment. The construction phase of this will implement the design and include the installation of a pitless well approximately 100’ deep at the proposed location along with its associated pump, controls, and electrical systems, or a vertical turbine pump and the necessary prefab structure to house the well pump, depending on the outcome of the design phase of the project.

This request is for the **construction phase** of the project. Funding for the design phase of this project was granted for FY2024.

Changes from Prior Year Submission
This request has been pushed back to FY2027 in order to allow time for the design phase to be complete. The increase in project cost is due to inflation.

Clarification of Questions
3. This project would require permitting from DEP and the Conservation Commission.
10. The well equipment is intended to be permanently installed at the location of its use.

Capital Funding Request							
Title	**Center at the Heights (CATH) -- Enhancements to Sustain a Second Decade of Service**			Submitted by	Health and Human Services		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	Please see attached	Funding Year	See Attached

Description

May 2022 Annual Town Meeting appropriated $75,000 for the Health & Human Services to conduct a comprehensive space utilization study of the Center at the Heights (CATH, Needham's senior center). Bargmann Hendrie + Archetype (BH+A) was retained to conduct the space utilization study, under the direction of the Permanent Public Building Committee (PPBC) with the Director of Building Design & Construction and the Director of Health & Human Services as the appointed project representatives.

Designed to provide recommendations for the best use of the building as it enters its second decade, the study built upon a 2020 review by the Gerontology Institute from the McCormack School at UMass Boston and an in-depth 2022 analysis of the CATH kitchen facility by design firm *Socotec Architects* and institutional kitchen experts at *ColburnGuyette Food Service Design*.

The 20,000 sf CATH facility was a revelation when it opened in early 2014, more than tripling the flood-prone space in the basement of the Stephen Palmer Building. Over time, however, the needs of Needham seniors have changed from what was initially envisioned when funding was first authorized for CATH in 2011. The much larger CATH facility allowed for the expansion of programming and services, yet there are multiple challenges to optimizing this space so that the CATH can accommodate the present needs of its clientele. Specific barriers cited by current users include:

1) Inconvenient parking;
2) Lack of a handicap-accessible entrance close to parking spots;
3) Not enough space for physical fitness programming; and
4) An underused kitchen and a roof deck.

Following an extensive engagement process which included key informant interviews, focus groups, and multiple presentations, along with extended consultation with the professional staff of the Council on Aging, the appointed members Council on Aging's board, and the members of the Permanent Public Building Committee, the final report presented seven cost-effective options, some of which could be implemented simultaneously for cost savings.

1. Conversion from Demonstration Kitchen to Production Kitchen;
1a. Fitness Room Expansion;
3. Handicap-Accessible Vestibule/Rear Entrance;
4. Activate and Furnish the Roof Deck;
5. Conversion of Basement to Additional Program Space;
6. Create a Café Lounge to replace the current worn cafeteria space; and
7. Reconfigure space to provide more private offices for mental health clinicians seeing clients.

There is one capital budget request, in a separate CIP submission, to fund the design phase (FY 2026) for a project that combines options 1 (Kitchen), 1a (Fitness Room Expansion) and 3 (handicap-accessible entrance) at a Design Cost of $395,000. This would be followed by construction (FY 2027) at a projected Construction Cost of $1,705,000. This project would fall under the jurisdiction of the PPBC and Building Design & Construction.

This capital budget request proposes to fund the design phase (FY 2028) for a project that addresses option 4 (Activated Roof Deck) at a Design Cost of approximately $65,000, followed by construction (FY 2029) at a projected all-in cost of $215,000. This project would also fall under the jurisdiction of DPW's Building Maintenance Division.

Option 1 -- Production Kitchen

Capital Funding Request			
Title	**Center at the Heights (CATH) -- Enhancements to Sustain a Second Decade of Service**	Submitted by	Health and Human Services

The Town of Needham Health & Human Services Department currently partners with Beth Israel Deaconess Hospital-Needham to provide fresh and nutritious meals for Needham's homebound and disabled seniors. This program operates out of the hospital's commercial kitchen, but it is anticipated this space will not be available long-term due to hospital expansion and space constraints. Therefore, planning for an alternate production kitchen space needs to be conducted to continue this important program for seniors.

The existing kitchen at CATH is designed as a lay kitchen, intended for use by volunteers and used for light cooking and teaching. It was not designed as a commercial kitchen, capable of large-scale production. Needham's Health & Human Services Department engaged Socotec Architects to study the requirements and costs associated with converting the lay kitchen to a commercial kitchen. BH+A assisted by providing a peer review and helping with value engineering. The end result is a preliminary design (along with FFE pricing) for an enhanced kitchen capable of producing approximately 225 meals per day, which would support senior breakfast and lunch programs as well as the Traveling Meals program (meal deliveries for disabled or homebound residents), and still have room for growth.

Option 1a -- Fitness Room Expansion

The CATH is unique in that it offers a large 1,000 sf fitness room with cardio and strength training equipment. This amenity is very well-used. On multiple site visits, 10-12 patrons were using this space at almost all times. The space is well-maintained and offers a variety of equipment.

BH+A studied various approaches to providing additional space for fitness equipment including: expanding the fitness room into the adjacent pantry and loading area of the kitchen, relocating the fitness room to the basement, and swapping the location of the fitness room and the 1,300-sf game room. The third option was the most well-received by patrons and town officials. The basement space was seen as less desirable because of its low ceilings and lack of windows, while the proposed production kitchen would require the pantry and loading spaces.

The preferred option, repurposing the game room, accommodates all of the existing and new fitness equipment and stretching cots, including the associated accessible clear floor areas. Moving the fitness room to the game room would require replacing the game room floor and providing additional dedicated power receptacles for the motorized fitness equipment. The proposed plan shows removing the second means of egress as it is not required by code. In addition to the costs associated with these upgrades, the CATH would also purchase strength-training equipment and an additional stretching cot.

In the proposed design, the former fitness room is repurposed as the game room. Though this space is 300 sf smaller, it still can comfortably accommodate two pool tables and spectator seating. Note that the two pool tables are required for pool tournaments. Renovations to this space would be largely cosmetic. New flooring and pendant lighting over the pool tables would be installed. The new game room would require a second means of egress, similar to the egress door in the existing pool room that connects directly to the stairs.

BH+A studied alternative new locations for the game room elsewhere in the building. There are no other program rooms large enough to accommodate two pool tables. Two smaller program rooms would have to be combined and this is cost prohibitive.

Option 3 -- Handicap-Accessible Vestibule/Rear Entrance

The main/front entrance to the CATH is on Hillside Avenue. There is little parking in close proximity to this handicap-accessible entrance. There is limited accessible parking on-site, and that limited amount is located at the rear of the CATH site. This accessible parking is closer to the egress door in the small multipurpose room. Given the popularity of meals programs, this entrance is heavily used. However, because this door is intended as egress only, it is not equipped with an accessible push button or a My Senior Center kiosk (for program check-ins). In addition, frequent use of this door allows unconditioned air to escape, making the small multipurpose room quite drafty in the winter months. If pursued, this plan would construct a vestibule at the rear of the CATH that can act as an airlock and house a My Senior Center kiosk, greatly enhancing convenience for seniors with limited mobility.

Option 4 -- Activate and Furnish Roof Deck

The 2,000-sf roof deck provides a large and flexible space for a variety of activities and has great potential. This space's size is both an asset and a barrier to its use. Though spacious, the roof deck is

Capital Funding Request			
Title	**Center at the Heights (CATH) -- Enhancements to Sustain a Second Decade of Service**	Submitted by	Health and Human Services

sparsely furnished and as a result feels uninviting and without purpose. The roof deck's location to the southeast corner of the building also proves challenging. This area is exposed to both harsh summer sun, wind in the cooler seasons, and train noise throughout the year.

BH+A looked at two approaches to better utilizing the roof deck:

• Build an addition, capturing some of the roof deck area to create additional program space, and
• Leave the roof deck as an outdoor space, updating furnishings to create a more functional and inviting space.

Building an addition on top of the roof deck was not preferred because it was expensive and would eliminate one of the only outdoor spaces at the CATH. The building's structure was not designed to anticipate a future addition on top of the multipurpose room and an addition would require significant structural upgrades.

Therefore, BH+A proposed using new furnishings to subdivide the roof deck into three unique zones: a small intimate lounge zone to the north, a larger multi-purpose zone to the south, and a garden zone along the perimeter.

In the lounge zone, soft lounge seating would be clustered around an outdoor fireplace. It is intended for this furniture to remain in place. A shade sail helps define this zone and helps block the harsh summer sun.

The other half of the roof deck would be a multi-use zone, furnished with small tables and chairs. During warmer seasons, patrons could take meals on the roof deck. Smaller tables and chairs could be easily moved aside so the space could be used for outdoor fitness classes.

A planting bed and trellis placed between the two zones subdivides the deck and helps create privacy between the two zones. Additional planting beds with trellises along the perimeter separates the deck from the parking and train below.

Capital Request Detail

Project Title	Center at the Heights - Activated Roof Deck Design			Fiscal Year	2028	Request Type	Revised
Project Phase	Design/Engineering	Planning/Design	$65,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$65,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	Yes
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This request is for the **Design Phase** of the project for option 4 (Activated Roof Deck). Design costs projected at $65,000.

Recommendations from the BH+A space study that would be further detailed in the design phase include:
1) a detailed design for an enhanced roof deck space that would be divided into three zones -- a social lounge zone, a multi-purpose zone, and a garden zone with plantings, shrubs, and garden beds that will act as a buffer between the other two zones.

This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
3. This construction phase of this request will require Building permits
8. Yes, the current roof deck is not an ideal location. It lacks shade, noise protection, and wind buffers, all of which combined to make that deck uncomfortable at a minimum and it borders on unsafe if you are a fragile senior.
9. This Construction Phase of this request will include repairs and renovations to extend the useful life of the Center at the Heights.
10. Equipment, largely new furniture on the Roof Deck, will be installed and/or placed at CATH during the Construction Phase.

Capital Request Detail					
Project Title	Center at the Heights - Activated Roof Deck Design	Fiscal Year	2028	Request Type	Revised

Additional Description and Considerations

12. Assistance will be required from Building Design & Construction.
13. There may be incremental cost increases for the Building Maintenance Division of the Department of Public Works which would arise from cleaning and maintenance needs resulting from the increased use of the Roof Deck.
14. No additional staff members will be needed if this request is approved.

Alignment with Goals

Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The activation of the Roof Deck Kitchen would benefit Needham's 60+ community, and the increased space for fitness (outdoor yoga), trainings, classes, and general social space will help encourage access and participation for those persons that might not have considered participating in CATH classes and programs because of the lack of accessibility and other physical barriers.

The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room and to the Roof Deck would help achieve and complete these goals.

Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Room would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships.

Capital Request Detail

Project Title	Center at the Heights - Activated Roof Deck Construction			Fiscal Year	2029	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction	$125,000	FF&E	$75,000
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	$15,000
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$215,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	Yes
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the **Construction Phase** of the project for option 4 (Activated Roof Deck). Construction costs projected at $125,000, along with Moving Costs of approximately $15,000 and FFE costs of $75,000. ($215,000 combined all-in construction cost for option 4)

Recommendations from the BH+A space study that would be completed as part of the Construction Phase include:
1) an enhanced and activated roof deck space that would be divided into three zones -- a social lounge zone, a multi-purpose zone, and a garden zone with plantings, shrubs, and garden beds that will act as a buffer between the other two zones.

This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
3. This construction phase of this request will require Building permits
8. Yes, the current roof deck is not an ideal location. It lacks shade, noise protection, and wind buffers, all of which combined to make that deck uncomfortable at a minimum and it borders on unsafe if you are a fragile senior.
9. This Construction Phase of this request will include repairs and renovations to extend the useful life of the Center at the Heights.

Capital Request Detail					
Project Title	Center at the Heights - Activated Roof Deck Construction	Fiscal Year	2029	Request Type	Revised

Additional Description and Considerations

10. Equipment, largely new furniture on the Roof Deck, will be installed and/or placed at CATH during the Construction Phase.
12. Assistance will be required from Building Design & Construction.
13. There may be incremental cost increases for the Building Maintenance Division of the Department of Public Works which would arise from cleaning and maintenance needs resulting from the increased use of the Roof Deck.
14. No additional staff members will be needed if this request is approved.

Alignment with Goals

Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The activation of the roof deck would benefit Needham's 60+ community, and the increased space for fitness (outdoor yoga), trainings, classes, and general social space will help encourage access and participation for those persons that might not have considered participating in CATH classes and programs because of the lack of accessibility and other physical barriers.

The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room would help achieve and complete these goals.

Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Room would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships.

Capital Funding Request							
Title	**Center at the Heights (CATH) -- Enhancements to Sustain a Second Decade of Service**			Submitted by	Health and Human Services		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	Please see attached	Funding Year	See Attached

Description

May 2022 Annual Town Meeting appropriated $75,000 for the Health & Human Services to conduct a comprehensive space utilization study of the Center at the Heights (CATH, Needham's senior center). Bargmann Hendrie + Archetype (BH+A) was retained to conduct the space utilization study, under the direction of the Permanent Public Building Committee (PPBC) with the Director of Building Design & Construction and the Director of Health & Human Services as the appointed project representatives.

Designed to provide recommendations for the best use of the building as it enters its second decade, the study built upon a 2020 review by the Gerontology Institute from the McCormack School at UMass Boston and an in-depth 2022 analysis of the CATH kitchen facility by design firm *Socotec Architects* and institutional kitchen experts at *ColburnGuyette Food Service Design*.

The 20,000 sf CATH facility was a revelation when it opened in early 2014, more than tripling the flood-prone space in the basement of the Stephen Palmer Building. Over time, however, the needs of Needham seniors have changed from what was initially envisioned when funding was first authorized for CATH in 2011. The much larger CATH facility allowed for the expansion of programming and services, yet there are multiple challenges to optimizing this space so that the CATH can accommodate the present needs of its clientele. Specific barriers cited by current users include:

1) Inconvenient parking;
2) Lack of a handicap-accessible entrance close to parking spots;
3) Not enough space for physical fitness programming; and
4) An underused kitchen and a roof deck.

Following an extensive engagement process which included key informant interviews, focus groups, and multiple presentations, along with extended consultation with the professional staff of the Council on Aging, the appointed members Council on Aging's board, and the members of the Permanent Public Building Committee, the final report presented seven cost-effective options, some of which could be implemented simultaneously for cost savings.

1. Conversion from Demonstration Kitchen to Production Kitchen;
1a. Fitness Room Expansion;
3. Handicap-Accessible Vestibule/Rear Entrance;
4. Activate and Furnish the Roof Deck;
5. Conversion of Basement to Additional Program Space;
6. Create a Café Lounge to replace the current worn cafeteria space; and
7. Reconfigure space to provide more private offices for mental health clinicians seeing clients.

There is one capital budget request is to fund the design phase (FY 2026) for a project that combines options 1 (Kitchen), 1a (Fitness Room Expansion) and 3 (handicap-accessible entrance) at a Design Cost of $395,000. This would be followed by construction (FY 2027) at a projected Construction Cost of $1,705,000. This project would fall under the jurisdiction of the PPBC and Building Design & Construction.

There is a second capital budget request, in a separate CIP submission, to fund the design phase (FY 2028) for a project that addresses option 4 (Activated Roof Deck) at a projected Design Cost of $65,000, followed by construction (FY 2029) at a projected all-in construction cost of $215,000. This project would also fall under the jurisdiction of the PPBC and Building Design & Construction.

<u>Option 1 -- Production Kitchen</u>

Capital Funding Request			
Title	**Center at the Heights (CATH) -- Enhancements to Sustain a Second Decade of Service**	Submitted by	Health and Human Services

The Town of Needham Health & Human Services Department currently partners with Beth Israel Deaconess Hospital-Needham to provide fresh and nutritious meals for Needham's homebound and disabled seniors. This program operates out of the hospital's commercial kitchen, but it is anticipated this space will not be available long-term due to hospital expansion and space constraints. Therefore, planning for an alternate production kitchen space needs to be conducted to continue this important program for seniors.

The existing kitchen at CATH is designed as a lay kitchen, intended for use by volunteers and used for light cooking and teaching. It was not designed as a commercial kitchen, capable of large-scale production. Needham's Health & Human Services Department engaged Socotec Architects to study the requirements and costs associated with converting the lay kitchen to a commercial kitchen. BH+A assisted by providing a peer review and helping with value engineering. The end result is a preliminary design (along with FFE pricing) for an enhanced kitchen capable of producing approximately 225 meals per day, which would support senior breakfast and lunch programs as well as the Traveling Meals program (meal deliveries for disabled or homebound residents), and still have room for growth.

Option 1a -- Fitness Room Expansion

The CATH is unique in that it offers a large 1,000 sf fitness room with cardio and strength training equipment. This amenity is very well-used. On multiple site visits, 10-12 patrons were using this space at almost all times. The space is well-maintained and offers a variety of equipment.

BH+A studied various approaches to providing additional space for fitness equipment including: expanding the fitness room into the adjacent pantry and loading area of the kitchen, relocating the fitness room to the basement, and swapping the location of the fitness room and the 1,300-sf game room. The third option was the most well-received by patrons and town officials. The basement space was seen as less desirable because of its low ceilings and lack of windows, while the proposed production kitchen would require the pantry and loading spaces.

The preferred option, repurposing the game room, accommodates all of the existing and new fitness equipment and stretching cots, including the associated accessible clear floor areas. Moving the fitness room to the game room would require replacing the game room floor and providing additional dedicated power receptacles for the motorized fitness equipment. The proposed plan shows removing the second means of egress as it is not required by code. In addition to the costs associated with these upgrades, the CATH would also purchase strength-training equipment and an additional stretching cot.

In the proposed design, the former fitness room is repurposed as the game room. Though this space is 300 sf smaller, it still can comfortably accommodate two pool tables and spectator seating. Note that the two pool tables are required for pool tournaments. Renovations to this space would be largely cosmetic. New flooring and pendant lighting over the pool tables would be installed. The new game room would require a second means of egress, similar to the egress door in the existing pool room that connects directly to the stairs.

BH+A studied alternative new locations for the game room elsewhere in the building. There are no other program rooms large enough to accommodate two pool tables. Two smaller program rooms would have to be combined and this is cost prohibitive.

Option 3 -- Handicap-Accessible Vestibule/Rear Entrance

The main/front entrance to the CATH is on Hillside Avenue. There is little parking in close proximity to this handicap-accessible entrance. There is limited accessible parking on-site, and that limited amount is located at the rear of the CATH site. This accessible parking is closer to the egress door in the small multipurpose room. Given the popularity of meals programs, this entrance is heavily used. However, because this door is intended as egress only, it is not equipped with an accessible push button or a My Senior Center kiosk (for program check-ins). In addition, frequent use of this door allows unconditioned air to escape, making the small multipurpose room quite drafty in the winter months. If pursued, this plan would construct a vestibule at the rear of the CATH that can act as an airlock and house a My Senior Center kiosk, greatly enhancing convenience for seniors with limited mobility.

Option 4 -- Activate and Furnish Roof Deck

The 2,000-sf roof deck provides a large and flexible space for a variety of activities and has great potential. This space's size is both an asset and a barrier to its use. Though spacious, the roof deck is

Capital Funding Request			
Title	**Center at the Heights (CATH) -- Enhancements to Sustain a Second Decade of Service**	Submitted by	Health and Human Services

sparsely furnished and as a result feels uninviting and without purpose. The roof deck's location to the southeast corner of the building also proves challenging. This area is exposed to both harsh summer sun, wind in the cooler seasons, and train noise throughout the year.

BH+A looked at two approaches to better utilizing the roof deck:

• Build an addition, capturing some of the roof deck area to create additional program space, and
• Leave the roof deck as an outdoor space, updating furnishings to create a more functional and inviting space.

Building an addition on top of the roof deck was not preferred because it was expensive and would eliminate one of the only outdoor spaces at the CATH. The building's structure was not designed to anticipate a future addition on top of the multipurpose room and an addition would require significant structural upgrades.

Therefore, BH+A proposed using new furnishings to subdivide the roof deck into three unique zones: a small intimate lounge zone to the north, a larger multi-purpose zone to the south, and a garden zone along the perimeter.

In the lounge zone, soft lounge seating would be clustered around an outdoor fireplace. It is intended for this furniture to remain in place. A shade sail helps define this zone and helps block the harsh summer sun.

The other half of the roof deck would be a multi-use zone, furnished with small tables and chairs. During warmer seasons, patrons could take meals on the roof deck. Smaller tables and chairs could be easily moved aside so the space could be used for outdoor fitness classes.

A planting bed and trellis placed between the two zones subdivides the deck and helps create privacy between the two zones. Additional planting beds with trellises along the perimeter separates the deck from the parking and train below.

Capital Request Detail

Project Title	Center at the Heights -- Option 1 Kitchen Design			Fiscal Year	2026	Request Type	Revised
Project Phase	Design/Engineering	Planning/Design	$245,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $50,000		Project Cost Source	Hired Consultant		**Project Cost**	$245,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			Yes
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	2.04	No

Project Description and Considerations

This request is for the **Design Phase** of the project for option 1 (Kitchen). Design costs projected at $245,000. ($395,000 combined Design cost for all three options)

Recommendations from the BH+A space study that would be further detailed in the design phase include:
1) the transformation of the preliminary production kitchen design into a far more detailed schematic including re-organized and expanded pantry for dry goods and a walk-in freezer and fridge for produce, dairy products, meats, and anything else which necessitates cold storage; and

This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
3. This request will require Building permits and, if constructed and used for food production, the Kitchen will require a food service operations permit from the Public Health Division. The Design phase will not require permits of any kind.
5. To fully utilize the Production Kitchen, one or more staff members will need to be ServSafe certified. Currently, multiple staff members in both Aging Services and Public Health maintain that certification.
8. Yes, data from the 2022 Needham Health Aging Assessment shows that more than 7% of Needham's seniors (7.6%) were not able to prepare or cook food because of health problems, and that 4.5% of Needham's seniors felt that they couldn't afford to eat balanced meals, and that 3.8% of seniors were worried about running out of food.

Capital Request Detail					
Project Title	Center at the Heights -- Option 1 Kitchen Design	Fiscal Year	2026	Request Type	Revised

Additional Description and Considerations

9. The Construction Phase of this request will include repairs to extend the useful life of the Center at the Heights.
10. Equipment, largely appliances in the Kitchen, will be permanently installed during the Construction Phase.
12. Assistance will be required from Building Design & Construction.
13. It is planned that expanded food service operations in the new production Kitchen at CATH would be run as a revolving fund, ideally with a small operating subsidy or in-kind support from the annual Town budget.
14. It is anticipated that the expanded food service operations in the new production Kitchen at CATH would be run as a revolving fund, ideally with a small operating subsidy or in-kind support from the annual Town budget. But the anticipation is that an expanded production kitchen would include possibly one full-time staff member, two paid part-time staff members and volunteers.

Alignment with Goals

Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The renovations of the Fitness Center and the Kitchen would benefit the community and help accessibility for those that might not have considered the participating in CATH classes and programs because of the lack of accessibility and other physical barriers.

The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room and to the Kitchen would help achieve and complete these goals.
Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Center would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships.

Capital Request Detail

Project Title	Center at the Heights -- Option 1a Fitness Room Expansions & Game Room Swap Design			Fiscal Year	2026	Request Type	Revised
Project Phase	Design/Engineering	Planning/Design	$70,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$70,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	Yes
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the **Design Phase** of the project for option 1a (Fitness Room). Design costs projected at $70,000. ($395,000 combined Design cost for all three options)

Recommendations from the BH+A space study that would be further detailed in the design phase include:
1) all the steps necessary to initiate the transfer of the CATH Fitness Room into a new, larger space (swapping the Game Room for the Fitness Room), resulting in a 30% increase in active use space and a more than 20% expansion in number of exercise stations available to participants along with an updated and renovated, though smaller, Game Room.

This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
3. This construction phase of this request will require Building permits
5. The Aging Services Division's policy is to always have a licensed personal trainer who has a CPR certification on duty in the Fitness Room. That service is currently provided by contract, and it will continue with an expanded Fitness Room.
8. Yes, healthy aging is a high priority of both the Council on Aging and the Board of Health and increasing access to the CATH Fitness Room will enhance senior physical fitness. The Public Health and Aging Services Division have had strong preliminary results from a pilot program that provides one month of free Fitness Room membership at CATH to

Capital Request Detail					
Project Title	Center at the Heights -- Option 1a Fitness Room Expansions & Game Room Swap Design	Fiscal Year	2026	Request Type	Revised

Additional Description and Considerations

any person who has completed the Public Health Division's evidence-based Matter of Balance falls prevention class.
9. This Construction Phase of this request will include repairs and renovations to extend the useful life of the Center at the Heights.
10. Equipment, largely exercise machines in the Fitness Room, will be installed and/or placed at CATH during the Construction Phase.
12. Assistance will be required from Building Design & Construction.
13. There may be incremental cost increases for the Building Maintenance Division of the Department of Public Works which would arise from cleaning and maintenance needs resulting from the increased use of an expanded Fitness Room.
14. No additional staff members will be needed if this request is approved.

Alignment with Goals
Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The expansion of the Fitness Room at CATH, and the activation of the Roof Deck Kitchen would benefit Needham's 60+ community, and the increased space for fitness, trainings, classes, and general social space will help encourage access and participation for those persons that might not have considered participating in CATH classes and programs because of the lack of accessibility and other physical barriers.

The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room would help achieve and complete these goals.

Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Room would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships.

Capital Request Detail

Project Title	Center at the Heights -- Option 3 Handicap-Accessible Rear Entrance Design			Fiscal Year	2026	Request Type	Revised
Project Phase	Design/Engineering	Planning/Design	$80,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Hired Consultant		**Project Cost**	$80,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	Yes
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the **Design Phase** of the project for option 3 (Handicap-accessible rear entrance and vestibule). Design costs projected at $80,000. ($395,000 combined design cost for all three options)

Recommendations from the BH+A space study that would be further detailed in the design phase include:
1) a detailed design for a handicap-accessible vestibule as a new rear entrance to the CATH in close proximity to the handicap-accessible parking spaces, along with recommendations for appropriate re-striping of the parking lot and new curb cuts where needed.
This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
3. The Design phase will not require permits of any kind.
8. Yes, senior mobility is a major challenge, and the placement of the handicap-accessible door at the location furthest away from the accessible parking spots creates a significant risk of slips, trips, and falls, especialyl during inclement weather and throughout the winter season.
9. The Construction Phase of this request will include repairs to extend the useful life of the Center at the Heights.

Capital Request Detail					
Project Title	Center at the Heights -- Option 3 Handicap-Accessible Rear Entrance Design	Fiscal Year	2026	Request Type	Revised

Additional Description and Considerations

10. Equipment, largely door mechanisms, will be permanently installed during the Construction Phase.
12. Assistance will be required from Building Design & Construction, and from the Highway Division of the Public Works Department for parking lot re-striping.

Alignment with Goals

Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The renovations of the Fitness Center and the Kitchen would benefit the community and help accessibility for those that might not have considered the participating in CATH classes and programs because of the lack of accessibility and other physical barriers.

The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room and to the Kitchen would help achieve and complete these goals.

Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Center would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships. And placing a handicap-accessible entrance as close as possible to handicap-accessible parking space will prevent a number of minor accidents each year.

Capital Request Detail

Project Title	Center at the Heights -- Option 1 Kitchen Construction			Fiscal Year	2027	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction	$977,000	FF&E	$41,500
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	$15,000
Budget Impact	May increase annual operating expenses by more than $50,000	Project Cost Source		Hired Consultant		**Project Cost**	$1,033,500

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			Yes
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	2.04	No

Project Description and Considerations

This request is for the **Construction Phase** of the project for option 1. Construction costs projected at $977,000, along with Moving Costs of approximately $15,000 and FFE costs of $41,500. ($1,705,000 combined all-in construction cost for all three options)

Recommendations, from the BH+A space study and the FY2026 design funding, that would be completed in the construction phase include:
1) the transformation of the production kitchen design into a re-organized and expanded production kitchen, including larger a pantry for dry goods and a walk-in freezer and fridge for produce, dairy products, meats, and anything else which necessitates cold storage.

This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
3. This request will require Building permits and, if constructed and used for food production, the Kitchen will require a food service operations permit from the Public Health Division. The Design phase will not require permits of any kind.
5. To fully utilize the Production Kitchen, one or more staff members will need to be ServSafe certified. Currently, multiple staff members in both Aging Services and Public Health maintain that certification.

Capital Request Detail					
Project Title	Center at the Heights -- Option 1 Kitchen Construction	Fiscal Year	2027	Request Type	Revised

Additional Description and Considerations

8. Yes, data from the 2022 Needham Health Aging Assessment shows that more than 7% of Needham's seniors (7.6%) were not able to prepare or cook food because of health problems, and that 4.5% of Needham's seniors felt that they couldn't afford to eat balanced meals, and that 3.8% of seniors were worried about running out of food.
9. This Construction Phase of this request will include repairs to extend the useful life of the Center at the Heights.
10. Equipment, largely appliances in the Kitchen, will be permanently installed during the Construction Phase.
12. Assistance will be required from Building Design & Construction, and from the Highway Division of the Public Works Department for parking lot re-striping.
13. It is planned that expanded food service operations in the new production Kitchen at CATH would be run as a revolving fund, ideally with a small operating subsidy or in-kind support from the annual Town budget.
14. It is anticipated that the expanded food service operations in the new production Kitchen at CATH would be run as a revolving fund, ideally with a small operating subsidy or in-kind support from the annual Town budget. But the anticipation is that an expanded production kitchen would include possibly one full-time staff member, two paid part-time staff members and volunteers.

Alignment with Goals

Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The renovations of the Fitness Center and the Kitchen would benefit the community and help accessibility for those that might not have considered the participating in CATH classes and programs because of the lack of accessibility and other physical barriers.

The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room and to the Kitchen would help achieve and complete these goals.

Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Center would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships.

Capital Request Detail

Project Title	Center at the Heights -- Option 1a Fitness Room Expansions & Game Room Swap Construction			Fiscal Year	2027	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction	$283,000	FF&E	$53,500
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	$15,000
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$351,500

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	Yes
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	Yes
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the **Construction Phase** of the project for option 3. Construction costs projected at $283,000, along with Moving Costs of approximately $15,000 and FFE costs of $53,500. ($1,705,000 combined all-in construction cost for all three options)

Recommendations from the BH+A space study that would be completed as part of the Construction Phase include:
1) the transfer of the CATH Fitness Room into a new, larger space (swapping the Game Room for the Fitness Room), resulting in a 30% increase in active use space and a more than 20% expansion in number of exercise stations available to participants along with an updated and renovated, though smaller, Game Room.

This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need additional FTE for project management, depending on workload of other funded Town capital projects.
3. This construction phase of this request will require Building permits
5. The Aging Services Division's policy is to always have a licensed personal trainer who has a CPR certification on duty in the Fitness Room. That service is currently provided by contract, and it will continue with an expanded Fitness Room.

Capital Request Detail					
Project Title	Center at the Heights -- Option 1a Fitness Room Expansions & Game Room Swap Construction	Fiscal Year	2027	Request Type	Revised

Additional Description and Considerations

8. Yes, healthy aging is a high priority of both the Council on Aging and the Board of Health and increasing access to the CATH Fitness Room will enhance senior physical fitness. The Public Health and Aging Services Division have had strong preliminary results from a pilot program that provides one month of free Fitness Room membership at CATH to any person who has completed the Public Health Division's evidence-based Matter of Balance falls prevention class.
9. This Construction Phase of this request will include repairs and renovations to extend the useful life of the Center at the Heights.
10. Equipment, largely exercise machines in the Fitness Room and new furniture on the Roof Deck, will be installed and/or placed at CATH during the Construction Phase.
12. Assistance will be required from Building Design & Construction.
13. There may be incremental cost increases for the Building Maintenance Division of the Department of Public Works which would arise from cleaning and maintenance needs resulting from the increased use of an expanded Fitness Room or more engagement with the Roof Deck.
14. No additional staff members will be needed if this request is approved.

Alignment with Goals

Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The expansion of the Fitness Room at CATH would benefit Needham's 60+ community, and the increased space for fitness, trainings, classes, and general social space will help encourage access and participation for those persons that might not have considered participating in CATH classes and programs because of the lack of accessibility and other physical barriers.

The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room would help achieve and complete these goals.

Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Room would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships.

Capital Request Detail

Project Title	Center at the Heights -- Option 3 Handicap-Accessible Rear Entrance Construction			Fiscal Year	2027	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction	$320,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $50,000		Project Cost Source	Hired Consultant		**Project Cost**	$320,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			Yes
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the **Construction Phase** of the project for option 3. Construction costs projected at $320,000. ($1,705,000 combined construction cost for all three options)

Recommendations, from the BH+A space study and the FY2026 design funding, that would be completed in the construction phase include:
1) the construction of a handicap-accessible vestibule as a new rear entrance to the CATH in close proximity to the handicap-accessible parking spaces, along with recommendations for appropriate re-striping of the parking lot and new curb cuts where needed.

This cost estimate came from the project architect BH+A along with price estimator PM&C. The Director of Building Design and Construction reviewed the estimates and submissions in detail.

Clarification of Questions
2. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
3. This request will require Building permits.
5. To fully utilize the Production Kitchen, one or more staff members will need to be ServSafe certified. Currently, multiple staff members in both Aging Services and Public Health maintain that certification.
8. Yes, senior mobility is a major challenge, and the placement of the handicap-accessible door at the location furthest away from the accessible parking spots creates a significant risk of slips, trips, and falls, especialyl during inclement weather and throughout the winter season.

Capital Request Detail					
Project Title	Center at the Heights -- Option 3 Handicap-Accessible Rear Entrance Construction	Fiscal Year	2027	Request Type	Revised

Additional Description and Considerations

9. The Construction Phase of this request will include repairs to extend the useful life of the Center at the Heights.
10. Equipment, largely door mechanisms, will be permanently installed during the Construction Phase.
12. Assistance will be required from Building Design & Construction, and from the Highway Division of the Public Works Department for parking lot re-striping.

Alignment with Goals

Needham's Council on Aging and the Aging Services Division have been a crucial part of our community, and with the change over the past few years with the pandemic, the need for the services continue to increase, participation has increased and there is the need to renovate parts of the building to meet these demands as well as make the building more accessible.

The renovations of the Fitness Center and the Kitchen would benefit the community and help accessibility for those that might not have considered the participating in CATH classes and programs because of the lack of accessibility and other physical barriers.
The Select Board has recognized the need for upgrades to Town facilities in their FY24-25 goals. With their Goal #3 Livable; Supports and enhances neighborhood livability and accessibility for all members of the community as well their FY24-25 Initiatives, Responsibly Governed, Capital Facilities: CATH upgrades (including additional parking). The upgrades to the Fitness Room and to the Kitchen would help achieve and complete these goals.

Additionally, the Board of Health has included the following priorities that align with the improvements for the CATH; 1. Utilize all legal and regulatory actions available to improve and protect the public's health and 4. Promote community activities that increase health and wellness, including building community partnerships. To be able to help support the BOH priorities increasing the accessibility to the CATH, renovating the kitchen to provide healthy, well-balanced meals and programming as well as the improvements to the Fitness Center would all help improve the health of the Needham community, while creating more programing for our seniors and community partnerships. And placing a handicap-accessible entrance as close as possible to handicap-accessible parking space will prevent a number of minor accidents each year.

Capital Funding Request							
Title	**Library Technology Plan**			Submitted by	Library		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	See Attatched	Funding Year	See Attached

Description

This Capital Request is for a Library Technology Plan which runs on a three year cycle.

Capital Request Detail

Project Title	Library Technology Plan			Fiscal Year	2026	Request Type	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	$54,000
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source		Industry References	**Project Cost**	$54,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	

Project Description and Considerations

Unless circumstances require otherwise, fiscal year 2026 funding is proposed for the replacement of staff laptops/tablets, the upgrading of the public scan station and the replacement of the Community room CPU. This is Year 2 of the 3 year Technology Plan for the Library.

$40,000 Replace end of life Windows 10 staff laptops and tablets (last replaced in 2013)
$6,000 Upgrade bookscan station (purchased in 2019)
$2,000 Replace Community Room CPU (last purchased in 2013)
$6,000 Upgrade and replace public serving printer. (last purchased in 2013)

Capital Request Detail

Project Title	Library Technology Plan			Fiscal Year	2027	Request Type	Revised
Project Phase	Acquisition	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	$38,000
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$38,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	

Project Description and Considerations

Unless circumstances require otherwise, fiscal year 2026 funding is proposed for the replacement of the library's keyfob system, the evaluation and upgrade of the library's security camera systems. This is Year 3 of the 3 year Technology Plan for the Library.

$6,000 Update library keyfob system (current system is original to 2006 building renovation)
$32,000 Evaluate and upgrade library security camera system (current system is end of life, purchased in 2016)

Capital Request Detail

Project Title	Library Technology Plan			Fiscal Year	2028	Request Type	New
Project Phase		Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact			Project Cost Source	Industry References		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	

Project Description and Considerations

No Action deemed necessary as of September 2024. Will update FY29 as necessary.

Capital Request Detail

Project Title	Library Technology Plan			Fiscal Year	2029	Request Type	New
Project Phase Useful Life Primary Function	More than 5 Years	Planning/Design Land Site Preparation		Construction Construction Management Equipment		FF&E Technology Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	

Project Description and Considerations

No Action deemed necessary since technology needs total $1500, which is less than minimum for inclusion in CIP. This is Year 1 of the Libray Technology Plan

Capital Request Detail

Project Title	Library Technology Plan			Fiscal Year	2030	Request Type	New
Project Phase Useful Life Primary Function	More than 5 Years	Planning/Design Land Site Preparation		Construction Construction Management Equipment		FF&E Technology Other Expenses	$75,000
Budget Impact	The project should reduce the operating expenses		Project Cost Source	Industry References		**Project Cost**	$75,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	No
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

Unless circumstances require otherwise, fiscal year 2030 funding is proposed for the replacement of staff computers. This is Year 2 of the 3 year Technology Plan for the Library.

Replace staff desktop computers. This quote assumes that ergonomic monitors can be reused. Last upgraded 2020/2021

Capital Funding Request							
Title	**Library Renovation: Children's Department**			Submitted by	Library		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	See Attached

Description

May 2022 Annual Town Meeting appropriated $60,000 for the Needham Free Public Library to engage a professional space planner to make recommendations for better use of the Library's interior space. The Town hired Utile to conduct this study, under the direction of the Permanent Public Building Committee (PPBC) and the Director of Building Design & Construction, in partnership with the Library. The scope of the study was to (1) identify constraints and opportunities in the Library's space utilization, (2) engage with Needham residents, library patrons, staff, Trustees, and other stakeholders to hear directly what is working well, what needs to be expanded, and what is missing, (3) develop and refine a framework to improve the Library's layout to meet needs for the next 20 years, and (4) provide cost estimates for project construction. Using the feedback gathered in the engagement process, the Library Trustees established four priority projects: (1) create a new dedicated young adult area on the 2nd floor, (2) provide an improved children's area on the 1st floor, (3) improve the Rosemary circulation area and create a new multi-purpose room, and (4) improve the Highland entrance and enhance staff workspace. Utile completed its report in August 2023.

This request is to fund the design phase to improve the children's area, followed by construction. This project would fall under the jurisdiction of the PPBC and Building Design & Construction.

Needham families report that they actively choose to go to other libraries, because the Children's Room in Needham is not inviting or does not meet their needs. A redesign of the children's area would focus on creating a welcoming, bright, and exciting environment for the children of our community. This would include moving the children’s desk out from its current location to provide friendly faces front and center when you enter the room. This also facilitates a safety improvement by allowing the librarians to have better sightlines all around the room from the desk, which is currently a challenge. Reworking the ramp wall is another potential improvement to the space for the same reason. The layout and height of the current shelving contribute to both the sight and lighting problems, which would be addressed in a renovation of the area.

Capital Request Detail

Project Title	Library Renovation: Children's Department Design			Fiscal Year	2027	Request Type	Resubmitted
Project Phase	Design/Engineering	Planning/Design	$544,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$544,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the **design phase** of the project.

Recommendations from the Utile space study that would be further detailed in the design phase include: improve sightlines throughout the space, provide program areas and furnishings better suited to how kids and parents want to utilize it, create an open play area, build a new Children's desk to be more approachable, change the layout and height of shelves for better lighting and flow, and create an opportunity for built-in seating among the stacks.

This cost estimate was recommended by Building Design & Construction, informed by Utile's feasibility study estimates.

Clarification of Questions
3. This request will require Building permits.
9. This request will include repairs to extend the useful life of the Library.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction.
13. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.

Capital Request Detail

Project Title	Library Renovation: Children's Department Construction			Fiscal Year	2028	Request Type	Resubmitted
Project Phase	Construction	Planning/Design		Construction	$2,755,000	FF&E	$235,000
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		Hired Consultant		**Project Cost**	$2,990,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	No
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the **construction phase** of the project.

The construction would implement the results of the design phase.

This cost estimate was recommended by Building Design & Construction, informed by Utile's feasibility study estimates.

Clarification of Questions
3. This request will require Building permits.
9. This request will include repairs to extend the useful life of the Library.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction.
13. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.

Capital Funding Request							
Title	**Library Renovation: Rosemary Circulation Area & Multi-Purpose Room**			Submitted by	Library		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	$2,456,000	Funding Year	See Attached

Description

May 2022 Annual Town Meeting appropriated $60,000 for the Needham Free Public Library to engage a professional space planner to make recommendations for better use of the Library's interior space. The Town hired Utile to conduct this study, under the direction of the Permanent Public Building Committee (PPBC) and the Director of Building Design & Construction, in partnership with the Library. The scope of the study was to (1) identify constraints and opportunities in the Library's space utilization, (2) engage with Needham residents, library patrons, staff, Trustees, and other stakeholders to hear directly what is working well, what needs to be expanded, and what is missing, (3) develop and refine a framework to improve the Library's layout to meet needs for the next 20 years, and (4) provide cost estimates for project construction. Using the feedback gathered in the engagement process, the Library Trustees established four priority projects: (1) create a new dedicated young adult area on the 2nd floor, (2) provide an improved children's area on the 1st floor, (3) improve the Rosemary circulation area and create a new multi-purpose room, and (4) improve the Highland entrance and enhance staff workspace. Utile completed its report in August 2023.

This request is to fund the design (FY2029) and construction (FY2030) phases of improving the Rosemary Street entrance circulation area and creating a new multi-purpose room on the 1st floor. This project would fall under the jurisdiction of the PPBC and Building Design & Construction.

One of the largest programmatic elements missing from the Library is a space that can serve a variety of functions for smaller group class and event offerings: a multipurpose room. The Library's larger community room is well used and loved, however it lacks the outlet capacity for the Library to set up laptops to run Girls Who Code, or to teach classes on technology, or to set up hours for weekly makerspace programming. This project would create a space that could be utilized for these small group classes (approximately 15-25 people per class depending on the class and the design). In order to create this space within our existing structure, we would move the circulation desk on the first floor forward into the Rosemary entrance lobby space and reconfigure the circulation workroom and some of the children’s workroom. This design would also create storage space adjacent to the room so that the flexible furniture could be stored as needed to provide the most flexible space. Moving the desk forward also provides sightlines down the first floor wing and better sightlines to the point of entry, both of which are lacking currently.

Capital Request Detail

Project Title	Library Renovation: Rosemary Circulation Area & Multi-Purpose Room Design			Fiscal Year	2029	Request Type	Resubmitted
Project Phase	Design/Engineering	Planning/Design	$396,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source		In-House Estimate	**Project Cost**	$396,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the **design phase** of the project.

Recommendations from the Utile space study that would be further detailed in the design phase include: relocation of the circulation desk on the first floor to improve sightlines and customer service, create a multi-purpose room for flexible programming, and consolidate the workroom for Circulation and Children's area staff for greater efficiency.

This cost estimate was recommended by Building Design & Construction, informed by Utile's feasibility study estimates.

Clarification of Questions
3. This request will require Building permits.
9. This request will include repairs to extend the useful life of the Library.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction.
13. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.

Capital Request Detail

Project Title	Library Renovation: Rosemary Circulation Area & Multi-Purpose Room Construction			Fiscal Year	2030	Request Type	Resubmitted
Project Phase	Construction	Planning/Design		Construction	$2,060,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$2,060,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the **construction phase** of the project.

The construction would implement the results of the design phase.

This cost estimate was recommended by Building Design & Construction, informed by Utile's feasibility study estimates.

Clarification of Questions
3. This request will require Building permits.
9. This request will include repairs to extend the useful life of the Library.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction.
13. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.

Capital Funding Request							
Title	**Library Renovation: Young Adult Area**			Submitted by	Library		
Request Type	Annual Funding Request	Capital Type	Building	Funding Request	$2,386,000	Funding Year	2026

Description

May 2022 Annual Town Meeting appropriated $60,000 for the Needham Free Public Library to engage a professional space planner to make recommendations for better use of the Library's interior space. The Town hired Utile to conduct this study, under the direction of the Permanent Public Building Committee (PPBC) and the Director of Building Design & Construction, in partnership with the Library. The scope of the study was to (1) identify constraints and opportunities in the Library's space utilization, (2) engage with Needham residents, library patrons, staff, Trustees, and other stakeholders to hear directly what is working well, what needs to be expanded, and what is missing, (3) develop and refine a framework to improve the Library's layout to meet needs for the next 20 years, and (4) provide cost estimates for project construction. Using the feedback gathered in the engagement process, the Library Trustees established four priority projects: (1) create a new dedicated young adult area on the 2nd floor, (2) provide an improved children's area on the 1st floor, (3) improve the Rosemary circulation area and create a new multi-purpose room, and (4) improve the Highland entrance and enhance staff workspace. Utile completed its report in August 2023.

May 2024 Annual Town Meeting appropriated $454,000 (Article 25) for the Needham Free Public LIbrary to hire a consultant in FY2025 for the design schematic phase of this project.

This request is to fund the construction phase to expand and improve the young adult area. This project would fall under the jurisdiction of the PPBC and Building Design & Construction.

The Library is seeing around 60 teens using the building on weekday afternoons during the school year. In addition, the Library is used during many of those times by patrons who are studying, working, or otherwise spending their time at the Library. Often, the two groups overlapping is a point of friction and staff have to engage often to remind teens of their noise levels and help adults find quieter places in the building to do their work. The designated quiet area of study carrels along the second floor window is often utilized, however, there is no wall or enclosure there. The area is backed up to a set of four-seat tables that teens are often occupying. The Library has done what it can to create separation (e.g. adding a sound absorbing panel as a visual cue and a sound absorber and removing the two closest study carrels to a different location to create more physical space between the two areas). However, these efforts are only minimally successful at maintaining quiet for those seeking it because the floor is open-concept. The current Teen Room has a large wooden shelving structure built-in that takes up most of the room that would otherwise be available for seating. Approximately 8 people can currently fit in the room to do work. The Library wants to continue encouraging teens to use the Library, to feel welcome, and to have a sense of ownership over their space in the building. An expanded and enclosed young adult area on the second floor would provide more appropriate space in order to adequately serve our teen populations, while supporting adults looking for quiet spaces.

Capital Request Detail

Project Title	Library Renovation: Young Adult Area Construction			Fiscal Year	2026	Request Type	Resubmitted
Project Phase	Construction	Planning/Design		Construction	$1,942,563	FF&E	$443,437
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$2,386,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0.5	Yes

Project Description and Considerations

This request is for the construction phase of the project.

The construction would implement the results of the design phase, which was funded for FY2025 by ATM in May 2024 (Article 25) with an appropriation of $454,000.

This construction cost estimates were prepared by Ellana Construction Cost Consultants and A.M. Fogarty & Associates, Inc. (see attached summary prepared by LiRo-Hill and the Schematic Design Budget prepared by Hank Haff).

We will seek additional funding from the Board of Library Trustees, Friends of Needham Public LIbrary, and the Library Foundation of Needham, as needed.

Clarification of Questions
3. This request will require Building permits.
9. This request will include repairs to extend the useful life of the Library.
10. Equipment will be permanently installed.
12. Assistance will be required from Building Design & Construction.
13. Building Design & Construction may need an additional FTE for project management, depending on the workload of other funded Town capital projects.
14. With the quadrupling in size of the Teen Room, we need to hire a new part-time Reference/Teen Librarian to work 19 hours per week in support of our teen patrons.

Capital Funding Request							
Title	**Action Park & Pickleball Courts**			Submitted by	Park & Recreation		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	2026

Description

Over the past few years, the Park & Recreation Commission as well as the Park & Recreation Department has received numerous requests from residents for various amenities to be added to the Town of Needham. Two of the highly requested amenities include an Action Sports Park and dedicated Pickleball Courts. In October 2023, the department put out a bid for a feasibility study that was approved by Town Meeting in May 2023.In July 2023, CHA Solutions, our consultants, began the study to locate the best location for an Action Park and Pickleball Courts. In October 2024, Claxton Field was chosen as the location for these amenities.

This request is for the design in FY2026 and construction in FY2027 for an Action Sports Park, Pump Track and Pickleball Courts.

Capital Request Detail

Project Title	Action Park & Pickleball Courts - Design			Fiscal Year	2026	Request Type	Revised
Project Phase	Design/Engineering	Planning/Design	$300,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$300,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			Yes
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	Action Park & Pickleball Court - Construction			Fiscal Year	2027	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction	$3,000,000	FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	Hired Consultant		**Project Cost**	$3,000,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

3 - Depending on location of these amenities, there could be a need for permitting.
6 - This project would qualify for CPC funding.
10 - These projects could include, but are not limited to skate park aparatus, fencing, court surfacing, net poles, etc.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Funding Request							
Title	**Athletic Fields Master Study**			Submitted by	Park & Recreation		
Request Type	Standalone Funding Request	Capital Type	Infrastructure	Funding Request	$45,000	Funding Year	2028

Description

Over the past twenty years, the Park and Recreation Commission has worked with the user groups to best optimize the uses of the athletic fields without jeopardizing the maintenance plan. New programs have been added to the fields since this work began, or groups have expanded their programs, so current use is maximized on the fields. In 2018, Flag Football was a new program that uses multi-purpose fields. In 2020, Field Hockey had it's debut season. In the near future, it is anticipated that there will be new programs for frisbee, rugby, and even some cricket pitches.

Athletic Fields have been renovated at several parks and schools, improving safety, and allowing for better utilization. As an example, the fields at the Newman School were renovated, with the addition of an extensive drainage system. This allowed the two 60' diamonds and the full-size multi-purpose field to be used more often rather than constantly shutting down use of the fields due to their wet conditions. The addition of synthetic fields with lights at Memorial Park and DeFazio Park in 2008-2009 provided additional space, and took some pressure off of the natural grass fields.

The ability for the Town to maintain current athletic facilities, along with any possible new facilities, would be included within the study. This study would also help the Park & Recreation Commission identify a priority list of our fields and facilities.

The purpose of this study is to review uses of existing athletic fields and determine whether new athletic fields are needed, or if scheduling changes can be made to accommodate all the requests for use. This study will help identify which fields and parks need to be renovated in the next 5-10 years and which fields need their maintenance schedules adjusted.

Capital Request Detail

Project Title	Athletic Fields Master Study			Fiscal Year	2028	Request Type	Revised
Project Phase	Feasibility Study	Planning/Design	$45,000	Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source		In-House Estimate	**Project Cost**	$45,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

6 - This project would be eligible for CPC funding.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Funding Request							
Title	**Cricket Field Building**			Submitted by	Park & Recreation		
Request Type	Multiyear Funding Request	Capital Type	Building	Funding Request	See Attached	Funding Year	2028

Description

The Cricket Field Building has not been a high priority for the Park & Recreation Commission since the building was deemed unsafe by the Needham Building Commissioner. The building has now been closed for 2+ years.

In 2012, there was a feasibility study done on the building to see if there was an opportunity for it to be turned into better, year-round program space for the Park & Recreation Department. Since that time, nothing has been done with the actual study. However, in 2018 the Rosemary Recreation Complex opened and includes some program space and our Summer Cricketeer programs have been absorbed into our Summer Camps now being housed at various school locations.

Due to the safety concerns of this building, this request is for a study and demolition of this building. We would like to consider some options to upgrade this space with new storage options, an open air pavillion, accessible pathways, a seating area and potential upgrades to the current playground. We currently supply porta-potties at the site for public use. We will continue to do so in the future.

This request is for the study, demolition and potential future of this site.

Capital Request Detail

Project Title	Cricket Field Building - Feasibility Study			Fiscal Year	2028	Request Type	Revised
Project Phase	Feasibility Study	Planning/Design	$30,000	Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	In-House Estimate		**Project Cost**	$30,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This request is for the feasibility study to determine what safety measures need to be in place for demolition of this building.

1 - After the feasibility study, this project will require demolition.
8 - The Needham Building Commissioner has found this building to be unsafe for common use.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	Cricket Field Building - Demolition			Fiscal Year	2029	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 5 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation	$300,000	Equipment		Other Expenses	
Budget Impact	The project should reduce the operating expenses		Project Cost Source	In-House Estimate		**Project Cost**	$300,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the demolition of the current Cricket Building.

3 - This project may need permitting from other departments in town.
8 - The Needham Building Commissioner has found this building to be unsafe for common use.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	Cricket Field Building - Design			Fiscal Year	2030	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		No Estimate Has Been Determined		**Project Cost**	$0

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			Yes
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for a design of rebuilding of the area where the current structure now sits. The amount of this project will be determined during the study phase of this project. The Department will look into storage options, open air pavillion, accessible pathways, a seating area and potential upgrades to the current playground.

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
8 - The Needham Building Commissioner has found this building to be unsafe for common use.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	Cricket Field Building - Construction			Fiscal Year	2031	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		No Estimate Has Been Determined		**Project Cost**	$0

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			Yes
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			Yes
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

This request is for the construction of the design done a previous year.

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
8 - The Needham Building Commissioner has found this building to be unsafe for common use.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Funding Request							
Title	**DeFazio - Carleton Pavilion**			Submitted by	Park & Recreation		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	$50,000	Funding Year	2029

Description

The Carleton Pavillion at the DeFazio complex is many years past it's useful life. This request is for a study that will look at the integrity of the current building on site. The study will also look at potential options to upgrade and/or renovate this building. Subsequent years will include a design project and then a construction project. Cost estimates and timing will be determined in the study.

Capital Request Detail

Project Title	DeFazio - Carleton Pavilion - Feasibility Study			Fiscal Year	2029	Request Status	Revised
Project Phase	Feasibility Study	Planning/Design	$50,000	Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	In-House Estimate		**Project Cost**	$50,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This would be the study part of the project.

6 - This project would qualify for CPC funding.
9 - The feasibility study will determine if we can extend the life of this building or we need to demo it.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	DeFazio - Carleton Paviliion - Design			Fiscal Year	2030	Request Status	Revised
Project Phase	Design/Engineering	Planning/Design		Construction		FF&E	
Useful Life		Land		Construction Management		Technology	
Primary Function		Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		No Estimate Has Been Determined		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's	No

Project Description and Considerations

This would be the design part of the project. Costs will be determined after the Feasibility Study.

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
9 - The feasibility study will determine if we can extend the life of this building or we need to demo it.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	DeFazio - Carleton Paviliion - Construction			Fiscal Year	2031	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000	Project Cost Source		No Estimate Has Been Determined		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

This would be the construction part of the project. Costs will be determined after the Feasibility Study.

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
9 - The feasibility study will determine if we can extend the life of this building or we need to demo it.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Funding Request							
Title	**DeFazio Playground Renovation**			Submitted by	Park & Recreation		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	$425,000	Funding Year	2028

Description

The Town of Needham has 18 public playground locations: Broadmeadow (2), Cricket (1), DeFazio (1), Eliot (2), Greene's (1), Hillside (2), Mills (1), Mitchell (1), Newman (2), Perry (1), Riverside (1), Sunita Williams (2) and Walker-Gordon (1).

In 2020, the Park and Recreation Department hired an outside consultant to do a comprehensive playground assessment that included 16 of our 18 playgrounds. The two playgrounds at Hillside were omitted. This assessment is not an audit nor an inspection. The Playground Assessment is based on the principals and guidelines of CPSC: Publication #325, ASTM F1487-17, ASTM F2373-11, ASTM F2223-10, ASTM F2049-11 (2017)and ASTM F1292-13. The report provides a summary and recommendations for each site; categorizing each site using a 4- category ranking which relates to the current maintenance and safety status: Compliant, Good, Fair, or Poor.

The assessment includes a review of each individual playground with accompanying photographs and provide a general overall assessment of each site which will include the review of:
> Age appropriateness
> General overall site conditions and approach to playground
> Surfacing
> Component structure
> Free standing equipment
> Site amenities - i.e.: trash receptacles, picnic tables, benches, signage, fencing, etc.

The final report provides a 'Status Grid' that will list the needs that are essential to bring the play areas into compliance.
The 2021 Playground Assessment can be found here:
https://www.needhamma.gov/DocumentCenter/View/23498/MasterNeedhamAssessment?bidId=

The DeFazio Playground, also known as the "Tot Lot", was identified as a top priority for a complete renovation. Much of the site has been assessed as in either "Poor" or "Fair" condition. This request will be for a complete redesign of the DeFazio area within the fence.

Capital Request Detail

Project Title	DeFazio Playground - Construction			Fiscal Year	2028	Request Status	Revised
Project Phase	Construction	Planning/Design		Construction	$425,000	FF&E	
Useful Life	More than 15 Years	Land		Construction Management		Technology	
Primary Function	Culture and Leisure	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $5,000		Project Cost Source	Industry References		**Project Cost**	$425,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			Yes
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			Yes
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The request for FY2028 is for the construction of a newly renovation playground at the DeFazio complex. This construction will be based on the design we completed in FY2025.

3 - This project may need permitting from other departments in town.
4 - As the playground ages, certain pieces of equipment will need to be repaired and or replaced. In addition, there will be maintenance to the surfacing on an every-other-year plan.
6 - This project would qualify for CPC funding. In addition, we will research ADA grants to move the Town of Needham in the direction of making all of our playgrounds accessible to everyone.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Funding Request							
Title	**Disc Golf Course**			Submitted by	Park & Recreation		
Request Type	Informational Only	Capital Type	Infrastructure	Funding Request		Funding Year	Outside the Plan Years

Description

The Needham Disc Golf Association has been very keen to add a Disc Golf course here in Needham. To that end, they have run a feasibility study (with the Town's permission) to find the best location for a potential course. The Park and Recreation Commission and the Department support this type of project in the future. Currently we have no exact timeline or numbers but want to make sure it is in our Capital Plan.

Capital Request Detail

Project Title	Disc Golf Course			Fiscal Year		Request Status	Revised
Project Phase	Feasibility Study	Planning/Design		Construction		FF&E	
Useful Life	More than 9 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by more than $5,000		Project Cost Source	No Estimate Has Been Determined		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	
3. Does this project require any permitting by any Town or State agency?	
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	
7. Is this a request in response to a Court, Federal, or State order?	
8 Is this a request in response to a documented public health or safety condition?	
9. Is this a request to improve or make repairs to extend the useful life of a building?	
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	
12. Will any other department be required to provide assistance in order to complete the project?	
13. If funded, will this project increase the operating expense for any other department?	
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	

Project Description and Considerations

The Needham Disc Golf Association has been very keen to add a Disc Golf course here in Needham. To that end, they have run a feasibility study (with the Town's permission) to find the best location for a potential course. The Park and Recreation Commission and the Department support this type of project in the future. Currently we have no exact timeline or numbers but want to make sure it is in our Capital Plan.

Capital Funding Request							
Title	**Perry Park Improvements**			Submitted by	Park & Recreation		
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Funding Request	See Attached	Funding Year	2029

Description

The choice of playground location was based on the 2021 Playground assessment (link below). This design will look both at the playground area as well as the basketball court.

FY2030 - A design and engineering study of Perry Park playground and basketball court.
FY2031 - A construction project of Perry Park playground and basketball court.

The Town of Needham has 18 public playground locations: Broadmeadow (2), Cricket (1), DeFazio (1), Eliot (2), Greene's (1), Hillside (2), Mills (1), Mitchell (1), Newman (2), Perry (1), Riverside (1), Sunita Williams (2) and Walker-Gordon (1). In 2020, the Park and Recreation Department hired an outside consultant to do a comprehensive playground assessment that included 16 of our 18 playgrounds. The two playgrounds at Hillside were omited. This assessment is not an audit nor an inspection. The Playground Assessment is based on the principals and guidelines of CPSC: Publication #325, ASTM F1487-17, ASTM F2373-11, ASTM F2223-10, ASTM F2049-11 (2017)and ASTM F1292-13.

The report provides a summary and recommendations for each site; categorizing each site using a 4- category ranking which relates to the current maintenance and safety status: Compliant, Good, Fair, Poor.

The assessment includes a review of each individual playground with accompanying photographs and provide a general overall assessment of each site which will include the review of:
> Age appropriateness
> General overall site conditions and approach to playground
> Surfacing
> Component structure
> Free standing equipment
> Site amenities - ie: trash receptacles, picnic tables, benches, signage, fencing, etc.

The final report provides a 'Status Grid' that will list the needs that are essential to bring the play areas into compliance.
The 2021 Playground Assessment can be found here:
https://www.needhamma.gov/DocumentCenter/View/23498/MasterNeedhamAssessment?bidId=

Capital Request Detail

Project Title	Perry Park Improvements - Design			Fiscal Year	2029	Request Type	Revised
Project Phase	Design/Engineering	Planning/Design	$50,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source		Industry References	**Project Cost**	$50,000

Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?			No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
3. Does this project require any permitting by any Town or State agency?			Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			Yes
7. Is this a request in response to a Court, Federal, or State order?			No
8 Is this a request in response to a documented public health or safety condition?			No
9. Is this a request to improve or make repairs to extend the useful life of a building?			No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
12. Will any other department be required to provide assistance in order to complete the project?			Yes
13. If funded, will this project increase the operating expense for any other department?			No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0	No

Project Description and Considerations

The request for FY2029 would be for the design and engineering of the playground and basketball court at Perry Park.

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	Perry Park Improvements - Construction			Fiscal Year	2030	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000	Project Cost Source		No Estimate Has Been Determined		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	Yes
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

Cost will be estimated during the design phase.

3 - This project may need permitting from other departments in town.
4 - As the playground ages, certain pieces of equipment will need to be repaired and or replaced. In addition, there will be maintenance to the surfacing on an every-other-year plan.
6 - This project would qualify for CPC funding. In addition, we will research ADA grants to move the Town of Needham in the direction of making all of our playgrounds accessible to everyone.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions, the Council on Disabilities and the Special Education Parent Advisory Council on this project.

Capital Funding Request							
Title	**Rosemary Pool Shade Improvements**			Submitted by	Park & Recreation		
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	See Attached	Funding Year	2027

Description

FY2027 - Design of the Rosemary Pool Shade Project based on feasibility study.

FY2028 - Construction of Rosemary Pool Shade Project based on design.

Currently there is no shade at the Rosemary Pool . We will be using temporary tents, cabanas and umbrellas to offer some relief this year, but this study would help us with a more permanent solution. The sun sets over the lake, making shading on the lake-side of the pools difficult, but we would look to the study to discover if it is at all possible.

Capital Request Detail

Project Title	Rosemary Pool Shade Improvements - Design			Fiscal Year	2027	Request Type	Revised
Project Phase	Design/Engineering	Planning/Design	$125,000	Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	In-House Estimate		**Project Cost**	$125,000

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Request Detail

Project Title	Rosemary Pool Shade Improvements - Construction			Fiscal Year	2028	Request Type	Revised
Project Phase	Construction	Planning/Design		Construction		FF&E	
Useful Life	More than 20 Years	Land		Construction Management		Technology	
Primary Function	Community Services	Site Preparation		Equipment		Other Expenses	
Budget Impact	May increase annual operating expenses by less than $25,000		Project Cost Source	No Estimate Has Been Determined		**Project Cost**	$0

Parameters	Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included is this request?	No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?	No
3. Does this project require any permitting by any Town or State agency?	Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?	No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?	No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?	Yes
7. Is this a request in response to a Court, Federal, or State order?	No
8 Is this a request in response to a documented public health or safety condition?	No
9. Is this a request to improve or make repairs to extend the useful life of a building?	No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?	Yes
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?	No
12. Will any other department be required to provide assistance in order to complete the project?	Yes
13. If funded, will this project increase the operating expense for any other department?	No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's? Total New FTE's 0	No

Project Description and Considerations

The construction costs will be based on the design portion of this request.

3 - This project may need permitting from other departments in town.
6 - This project would qualify for CPC funding.
10 - All equipment for these projects will be installed permanently.
12 - Park and Recreation will work with various DPW divisions on this project.

Capital Funding Request							
Title	**Purchase of Open Space**			Submitted by	Park & Recreation		
Request Type	Annual Funding Request	Capital Type	Land	Funding Request	$5,000,000	Funding Year	2026

Description

Without much notice, opportunities to purchase private land to add to the open space inventory surface each year. In particular, some opportunities arise during discussions of the development of private land. This project request is to keep all aware of the possibility, in the near future, of a purchase moving forward. This request is a "place holder" in the event a parcel that benefits the community becomes available. It is possible that some purchases would relate to easements, as opposed to full ownership of the land.

Unexpectedly, in FY2010, the purchase of two parcels of land on Carol Road and Brewster Drive, as well as a parcel on Charles River Street, adjacent to Walker-Gordon Field were all funded through CPA funds. A conservation restriction was purchased after the sale of the properties, as required under the CPA legislation.

The Open Space and Recreation Plan reflects the goal of making additional purchases, especially in areas of Town without current open space, to retain open areas, or to create access to other parcels, including connections to the Charles River. The purchase of parcels adjacent to current open space is also a high priority for the boards. Some parcels may require improvements which would be submitted as separate capital improvement projects. Under the current CPA legislation, parcels purchased with CPA funds are eligible for improvement funds from CPA. The CPA indicates how the value of the property is determined.

It is hoped that the cost of appraisal and purchase of conservation restriction can be included in the overall budget for the purchase. This request is for $1,000,000 a year for each fiscal year.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Town Manager Search Process
Presenter(s)	Board Discussion

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
Board members may wish to discuss the status of the search process. This will be a standing item for the next several months.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Discussion only.	
3.	**BACK UP INFORMATION ATTACHED**
None	

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 11/26/2024

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
Board members may report on the progress and/or activities of their Committee assignments.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Discussion only.	
3.	**BACK UP INFORMATION ATTACHED**
None	